



**AGENDA**  
**BOARD of CLALLAM COUNTY COMMISSIONERS**  
 223 East 4<sup>th</sup> Street, Room 160  
 Port Angeles, Washington  
 March 3, 2026 – 10 a.m.

Board of Clallam County Commissioner meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 836 9266 4344 and passcode: 12345 and use \*9 to raise your hand.

If you would like to participate in the meeting via Zoom video conference, visit <https://us06web.zoom.us/j/83692664344> and use meeting ID: 836 9266 4344 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://clallamcountywa.gov/meetings>

Public comment can be directed to the Clerk of the Board at 360-417-2256 or [Loni.Gores@clallamcountywa.gov](mailto:Loni.Gores@clallamcountywa.gov)

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

**REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA**

**PUBLIC COMMENT FOR AGENDA ITEMS – Please limit comments to three minutes (10 minutes total)**

**CONSENT AGENDA – Any Commissioner may remove items for discussion**

1a Approval of vouchers for the week of February 23

The Following warrants and electronic payments are approved for payment:

<b>Accounts Payable:</b>	Total
Warrant numbers: 9950147-9950288	<b>\$577,496.76</b>
Electronic payments dates: n/a	<b>\$0.00</b>
Total Accounts Payable:	<b>\$577,496.76</b>

1b Approval of payroll for a period ending December 15

The following voucher/warrants/electronic payments are approved for payment:

<b>Payroll</b>	Total
<b>Warrant Numbers</b>	
184503 – 184823, 9950131	\$743,517.14
<b>Electronic Payment Date</b>	
2/26/2026	\$308,784.48
Total Payroll:	\$1,052,301.62

1c Approval of minutes for the week of February 23

1d Call for request for proposals/qualifications to be received no later than Tuesday, March 24, 2026 at 10:30 a.m. for geotechnical assessment for McDonald Creek Fish Passage and Irrigation Project

**REPORTS AND PRESENTATIONS**

**AGENDA for the Meeting of March 3, 2026**  
**CLALLAM COUNTY BOARD OF COMMISSIONERS**  
**Page 2**

**CONTRACTS AND AGREEMENTS**

- 2a Agreement amendment 2 with Sarge's Veteran Support for Case Manager to revise record-retention requirements
- 2b Agreement amendment 2 with Sarge's Veteran Support for kitchen remodel and utilities program to revise record-retention requirements
- 2c Agreement amendment 2 Healthy Families of Clallam County for the Emergency Shelter Program to revise record-retention requirements
- 2d Agreement amendment 2 Healthy Families of Clallam County for the Safely Home Program to revise record-retention requirements
- 2e Agreement amendment 2 with Serenity House of Clallam County for Shelter Aides Program to revise record-retention requirements
- 2f Agreement amendment 2 with The Answer for Youth TAFY for Bridging the Gap 12 Program to revise record-retention requirements
- 2g Agreement amendment 2 with The Answer for Youth TAFY for Starfleet Operations Program to revise record-retention requirements
- 2h Agreement amendment 2 with The Boys and Girls Clubs of the Olympic Peninsula for Teen Homelessness Prevention and Resources Program to revise record-retention requirements
- 2i Agreement amendment 2 with Peninsula Housing Authority for Eklund at Gales Project to revise record-retention requirements
- 2j Agreement amendment 2 with Trinity United Methodist Church for Safe Parking Program to revise record-retention requirements
- 2k Agreement amendment 2 with Forks Abuse Program dba Mariposa House for the West End Hope Program to revise record-retention requirements
- 2l Agreement amendment 2 with Tyler Technologies, Inc. for Onsite Septic System Database support
- 2m Agreement amendment 1 with Puget Sound Partnership for Onsite Septic Management Plan
- 2n Agreement with Cyclomedia Technology, Inc. for Street-Smart imagery tool
- 2o Easement agreement with Greene Properties, LLC for temporary easement E. Lake Pleasant Road
- 2p Agreement amendment for Salish Behavioral Health Administrative Services Organization

**HEARING(S) – Beginning at 10:30 a.m.**

- 3a Resolution authorizing a grant from the Opportunity Funds for Clallam County Public Works – Clallam Bay / Sekiu Sewer Pipe Replacement Project/\$1,000,000

**PUBLIC COMMENT – Please limit comments to three minutes**

**EXECUTIVE SESSION**

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review the performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110

**AGENDA for the Meeting of March 3, 2026**  
**CLALLAM COUNTY BOARD OF COMMISSIONERS**  
**Page 3**

**The following meetings are scheduled for the Board of Commissioners**  
**Meetings are held in the BOCC Board Room 160 unless indicated otherwise**

Monday, March 2:

- 9:00 a.m. Work Session
- 12:00 p.m. WSAC Virtual Update (Virtually with WSAC)

Tuesday, March 3:

- 10:00 a.m. Board Meeting
- 10:30 a.m. Hearing(s) – See Agenda

Wednesday, March 4:

- 8:00 a.m. Coffee with Colleen (Virtually with EDC)

Friday, March 6:

- 9:00 a.m. Housing Solutions Committee Meeting
- 5:00 p.m. Clallam EDC Annual Gala (Field Hall Event Center – 201 W Front Street, PA)

**INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:**

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda.
- Members of the public wishing to comment at the public hearing are asked to sign in on the sheet provided giving their name and address.
- The Chair may limit the comment period to 3 minutes for each speaker subject to Board concurrence.
- Speakers, generally, will be heard in the order they signed up. All comments must be made from the speaker's rostrum and any individual making comments shall first state their name and address for the official record.
- General comments, applause, booing from members of the audience are inappropriate and may result in removal.

These guidelines are intended to promote an orderly system for conducting a public hearing so that each person has an opportunity to be heard and to ensure that exercising their right of free speech embarrasses no one.

**Note: Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board. Copies of public documents from Board meetings are available by contacting the Public Records Department.**



1a  
MAR 03 2026

Date of report: February 25, 2026

<b>General Fund</b>	<b>\$191,425.79</b>
<b>Other Funds</b>	<b>\$386,070.97</b>
<b>Total</b>	<b>\$577,496.76</b>

STATE OF WASHINGTON

County of Clallam

This is to certify that the foregoing Final Check Lists a.k.a., Register of Warrants for the period herein indicated, is a full, true, and correct representation of the corresponding payments for services rendered to and supplies and equipment received by all Clallam County government operations as recorded in the books or original entry maintained by this office.

WITNESS MY HAND AND OFFICIAL SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2026.

\_\_\_\_\_  
SHOONA RIGGS COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the services and merchandise herein specified have been received and that the claims listed and numbered above are hereby approved for payment:

BOARD OF COMMISSIONERS  
CLALLAM COUNTY, WASHINGTON

\_\_\_\_\_  
MIKE FRENCH, Chair

\_\_\_\_\_  
RANDY JOHNSON

\_\_\_\_\_  
MARK OZIAS

\_\_\_\_\_  
TODD MIELKE, County Administrator

**Accounts Payable Expenditures**  
February 23 - 27, 2026

Fund #	Department	Expenditures		Use Tax		Totals by Dept. (less use tax)	
		General Fund (GF)	Other Non-GF Funds	GF	Non-GF		
00100.211	Assessor	731.38				Assessor	731.38
00100.221	Auditor	54.51				Auditor	54.51
00100.241/244/291/831	Commissioners (BOCC)	38,796.00				BOCC	39,737.25
11401.821	BOCC - Law Library		449.00				
19914.291	BOCC - Veterans Relief		492.25				
00100.843	Coroner	2,251.00				Coroner	2,251.00
00100.331-334	Dept. of Community Develop't (DCD)	674.36				DCD	674.36
00100.871	District Court I (DC I)	505.76				DC I	505.76
11301.511	Health & Human Services (HHS)		747.32			HHS	134,231.04
00100.511	HHS - Environmental Health	1,018.16					
11322.511	HHS - Homeless Task Force		4,474.30				
11323.511	HHS - Chem Dep/Mental Hlth		23.26				
11331.511	HHS - Developmental Disabilities		127,968.00				
00100.461	Human Resources (HR)	1,645.91				HR	26,267.91
50401.461	HR - Risk Management		24,622.00				
00100.841-842	Prosecuting Attorney	906.64				Prosecutor	906.64
	Public Works (PW)					PW	61,848.79
10101.611	PW - Roads		15,282.11				
30401.331	PW - Dungeness Reservoir		18,407.37				
40201.611	PW - Solid Waste		1,710.00				
41401.611	PW - Clallam/Sekiu Sewer		309.28				
42401.611	PW - Carlsborg Sewer		439.67				
43401.611	PW - Bullman Beach Water System		331.40				
50301.611	PW - ER&R (Equip't Rental & Revolving)		25,368.96				
00100.811-815,817	Sheriff	105,997.31		503.47		Sheriff	274,162.56
00100.818	Sheriff - Jail Medical/Clinical Svcs	2,770.77					
11003.811	Sheriff - Boating Safety		53.89				
11008.811	Sheriff - OPNET Drug		306.00				
11061.811	Sheriff - 911 Enhanced		28,331.00				
11065.811	Sheriff - OPSCAN Operations		1,606.13				
11080.811	Sheriff - Inmate Commissary		1,508.69		51.57		
30605.811	Sheriff - Joint Public Safety Facility Project		133,588.77				
00100.861	Superior Court	35,198.88				Superior Court	35,198.88
00100.891	Superior Court Clerk	371.64				Clerk	371.64
	<b>Total</b>	<b>190,922.32</b>	<b>386,019.40</b>	<b>503.47</b>	<b>51.57</b>	<b>Total</b>	<b>576,941.72</b>
		<b>Expenditures</b>	<b>576,941.72</b>	<b>Use Tax</b>	<b>555.04</b>		
			<b>Grand Total</b>		<b>577,496.76</b>		

Report Reconciliation		
Total		576,941.72
Final Check Lists		576,941.72
Difference		-

VISA Statement Balance:	-
Statement date:	

TOTALS	
General Fund	191,425.79
Non-General Fund	386,070.97
<b>GRAND TOTAL</b>	<b>577,496.76</b>

**COPY**

Prepared by: \_\_\_\_\_  
Sara DeBiddle, Clallam County Auditor's Office

Invoice History Use Tax Report  
CLALLAM COUNTY

<u>Tran Date</u>	<u>Vendor Name</u>	<u>Invoice / Credit Memo No.</u>	<u>Doc Group</u>	<u>Taxable Amount</u>	<u>Tax Amount</u>	<u>Invoice Total</u>
3/3/2026	CHARM-TEX	0434388-IN	jkoon	1,807.32	160.85	1,807.32
3/3/2026	PUBLIC SAFETY SOFTWARE GROUP	012826	jkoon	1,650.00	146.85	1,650.00
3/3/2026	READY AMERICA INC	IN668479	jkoon	368.24	32.77	368.24
3/3/2026	SWANSONS SERVICES CORP.	2020298	jkoon	450.00	40.05	450.00
3/3/2026	SWANSONS SERVICES CORP.	2033440	jkoon	84.00	7.48	84.00
3/3/2026	SWANSONS SERVICES CORP.	2033854	jkoon	45.42	4.04	45.42
3/3/2026	TITAN ARMOR SOLUTIONS INC	0420	jkoon	1,831.41	163.00	1,831.41
			<b>Totals:</b>	<b>6,236.39</b>	<b>555.04</b>	<b>6,236.39</b>

Assessor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/3/2026	0001179	PACIFIC OFFICE EQUIPM 1173800	2/18/2026	PRINTING OF PP LISTINGS	370.35	
			1172721	2/18/2026	CONTRACT OVERAGE CANO	200.96	
			1172720	2/18/2026	CONTRACT OVERAGE CANO	160.07	731.38
						<b>Sub total for U S BANK:</b>	731.38

731.38+  
 54.51+  
 39,245.00+  
 2,251.00+  
 674.36+  
 505.76+  
 1,018.16+  
 133,212.88+  
 26,267.91+  
 906.64+  
 25,368.96+  
 15,282.11+  
 18,407.37+  
 2,790.35+  
 271,391.79+  
 2,770.77+  
 34,627.10+  
 571.78+  
 371.64+  
 492.25+  
 576,941.72\*+  
 0\*\*

Auditor

Bank : apbank U S BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>	
	3/3/2026	0046683	ODP BUSINESS SOLUTIO	457043141001	2/6/2026	DESK PADS FOR DOL COUNT	45.26	
				457044458001	2/5/2026	SHARPIES	9.25	54.51
						<b>Sub total for U S BANK:</b>		54.51

Bocc

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0000907	LEXISNEXIS	3096248754	2/18/2026	LEXISNEXIS PLUS SUBSCRIP	449.00	449.00
	3/3/2026	0001420	SECURITY SERVICES NW	148351	2/18/2026	COURTHOUSE/JUV SVCS SE	5,635.58	
			146818BALANC	2/18/2026	COURTHOUSE/JUV SVCS SE	3,663.13	9,298.71	
	3/3/2026	0001607	KAREN L UNGER, P.S.	MAR2026 KU	2/18/2026	FEB2026 SUP CRT CONFLICT	6,250.00	6,250.00
	3/3/2026	0021617	WOLFLEY LAW OFFICE P	MAR2026 LW	2/18/2026	FEB2026 SUPERIOR COURT (	6,250.00	6,250.00
	3/3/2026	0021617	WOLFLEY LAW OFFICE P	MAR2026 BV	2/18/2026	FEB2026 DISTRICT CT CONF	3,000.00	3,000.00
	3/3/2026	0021617	WOLFLEY LAW OFFICE P	MAR2026 JW	2/18/2026	FEB2026 TRUANCY ATTORNE	2,500.00	2,500.00
	3/3/2026	0023383	PAYNE LAW, PS	MAR2026 WP	2/18/2026	FEB2026 SUP CRT CONFLICT	6,250.00	6,250.00
	3/3/2026	0040001	HILL, MARY ELEANOR	2114427EH	2/18/2026	DELTA AIR TYLER CONNECT,	366.79	366.79
	3/3/2026	0042590	KLAHN, ANGI	2114429AK	2/18/2026	DELTA AIR TYLER CONNECT,	366.79	
				2114591AK	2/19/2026	MILEAGE JEFFCO,KPTZ RAD	95.34	462.13
	3/3/2026	0045706	ST MARIE LAW PLLC	MAR2026 JSM	2/18/2026	FEB2026 DISTRICT CT CONF	3,000.00	3,000.00
	3/3/2026	0045731	RODRIGUEZ, JAMES ART	MAR 2026 JR	2/18/2026	FEB2026 CIVIL CONTEMPT/P	1,250.00	1,250.00
	3/3/2026	0051042	NUTTER, CHRISTY	2114432CN	2/18/2026	EDC ANNUAL GALA 6 MAR 20	95.00	95.00
	3/3/2026	0051165	EDGE, CAROLYN	2114592CE	2/19/2026	MILEAGE PENCOL,OLY CONN	39.44	39.44
	3/3/2026	0051938	PRINGLE, MOLLY	2114593MP	2/19/2026	MILEAGE COALITION MTG BL	33.93	33.93
<b>Sub total for U S BANK:</b>								<b>39,245.00</b>

*Coroner*

Bank : apbank U S BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
	3/3/2026	0001136	OLYMPIC MEDICAL CENT 020326	2/19/2026	OMC RADIOLOGY	284.00	
			020426	2/19/2026	OMC LABORATORY TESTS	67.00	351.00
	3/3/2026	0042898	KING COUNTY FINANCE 2170749	2/19/2026	KCMEO SERVICES	1,900.00	1,900.00
					<b>Sub total for U S BANK:</b>		2,251.00

DCD

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0001252	PORT ANGELES, CITY OF	CPA 2-4-26	2/4/2026	CE LANDFILL SERVICES	639.36	639.36
	3/3/2026	0051982	HUDLOW, DEBORAH	REF 2-2-26	2/5/2026	REFUND BMEC2026-00029	35.00	35.00
<b>Sub total for U S BANK:</b>								674.36

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/3/2026	0021386	STAPLES ADVANTAGE 6055347290	2/7/2026	STAPLES - MENTAL HEALTH (	20.76	20.76
	3/3/2026	0049146	NEPENTHE LABORATORY 4210	12/31/2025	DC1 PROBATION - RANDOM I	425.00	
			4211	12/31/2025	DC1 MENTAL HEALTH - RANC	60.00	485.00
<b>Sub total for U S BANK:</b>							505.76

HHS (1)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0001426	SEQUIM, CITY OF	COS 2-17-26	2/17/2026	ONSITE - BANNER RESERVA	180.00	180.00
	3/3/2026	0051605	GARR, MARLA	MG 2-10-26	2/10/2026	ONSITE - SEPTIC SYSTEM	608.16	608.16
	3/3/2026	0051973	AKIN, DAREN & STEPHAN	SA 2-12-26	2/12/2026	ONSITE - SEPTIC SYSTEM	230.00	230.00
<b>Sub total for U S BANK:</b>								1,018.16

HAS (2)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0000296	CENTURYLINK	CL 02-06-26	2/6/2026	HOPS - FORKS OFFICE PHON	394.34	394.34
	3/3/2026	0001252	PORT ANGELES, CITY OF	92036	1/31/2026	HOPS - CBDIAA 1ST QUARTE	100.00	100.00
	3/3/2026	0001508	STERICYCLE, INC	8013427853	2/13/2026	HOPS - SYRINGE DISPOSAL	65.75	65.75
	3/3/2026	0033201	WESTSIDE PIZZA	WP 02-13-26	2/13/2026	HOPS - GROUP SUPPORT SL	187.23	187.23
	3/3/2026	0000224	BOYS & GIRLS CLUB OF (	11322-25-BGC 1	2/14/2026	HTF - TEEN HOMELESSNESS	4,474.30	4,474.30
	3/3/2026	0001509	CORDANT HEALTH SOLU	TC-99012103126	1/31/2026	CD/MH - LIFT COURT - JANU/	23.26	23.26
	3/3/2026	0001017	MORNINGSIDE INC	MS STATE 01-26	2/13/2026	DDD - STATE CONTRACT - JA	44,982.00	44,982.00
	3/3/2026	0017530	PIERCE JONES & ASSOC	PJA STATE 01-26	2/17/2026	DDD - STATE CONTRACT - JA	68,706.00	
				PJA QVSD 01-26	2/11/2026	DDD - QVSD - JANUARY 2026	4,440.00	
				PJA PASD 01-26	2/11/2026	DDD - PASD - JANUARY 2026	4,360.00	
				PJA SSD 01-26	2/11/2026	DDD - SSD - JANUARY 2026	4,180.00	
				PJA ETR 01-26	2/11/2026	DDD - ETR - JANUARY 2026	1,300.00	82,986.00
<b>Sub total for U S BANK:</b>								133,212.88

HR

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
		<i>* redacted</i>					
3/3/2026	0000522		LEOFF FEB 26 I	2/19/2026	LEOFF FEB 26 DE	185.00	185.00
3/3/2026	0001136	OLYMPIC MEDICAL CENT	9712109202200	2/19/2026	PRE EMPLOYMENT MEDICA	1,034.00	1,034.00
3/3/2026	0002036		LEOFF FEB 26 I	2/19/2026	LEOFF FEB 26 DL	202.90	202.90
3/3/2026	0002038		LEOFF FEB 26 I	2/19/2026	LEOFF FEB 26 DR	202.90	202.90
3/3/2026	0002042		LEOFF-FEB 26 I	2/19/2026	LEOFF FEB 26 RC	377.55	377.55
3/3/2026	0002047	<i>* redacted</i>	LEOFF FEB 26 F	2/19/2026	LEOFF FEB 26 RS	164.90	164.90
3/3/2026	0022748		LEOFF FEB 26 F	2/19/2026	LEOFF FEB 26-FD	497.21	497.21
3/3/2026	0040669	MEIER, RICHARD	Driv Abst Reim F	2/19/2026	VOL DRIV ABST REIM - RM	15.45	15.45
3/3/2026	0045292	BATES, JERRY	CCS0126	2/19/2026	PRE EMPLOYMENT POLYGR/	1,050.00	1,050.00
3/3/2026	0048504	MENKE JACKSON BEYER	482 1/31/2026	2/19/2026	APPRAISAL LITIGATION	608.00	608.00
3/3/2026	0050504	ABSENCE SOFT LLC	517901	2/19/2026	1/1/26-12/31/26 LEAVE SOFTV	21,000.00	21,000.00
3/3/2026	0050937	SHIELD ASSESSMENTS	3522	2/19/2026	PRE EMPLOYMENT PSYCHOI	930.00	930.00
<b>Sub total for U S BANK:</b>							<b>26,267.91</b>

*\* LEOFF payees redacted per RCW 42.56.360*

*Prosecutor*

Bank : apbank U S BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>	
	3/3/2026	0000546	EXPRESS SERVICES, INC	33498034	2/19/2026	TROBERG 2/8/2026	453.32	
				33529086	2/19/2026	TROBERG 2/18/2026	453.32	906.64
						<b>Sub total for U S BANK:</b>		906.64

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0000172	BAXTER A/P OFFICE	96052	2/12/2026	BOLT CLAMPS FOR PA	80.80	
				96058	2/13/2026	BOLT CLAMPS FOR PA	72.75	153.55
	3/3/2026	0000377	PACWEST MACHINERY LI	20382300	2/12/2026	REPAIRS MADE TO 617 617	3,221.04	3,221.04
	3/3/2026	0000772	INDUSTRIAL HYDRAULIC	A354956	2/13/2026	O-RING KITS FOR LC	381.78	
				A354957	2/13/2026	RESTROOM SUPPLIES ~ PA	124.78	506.56
	3/3/2026	0000848	PAPE KENWORTH NORTH	15920833	2/9/2026	PARTS FOR 242 242	1,786.47	
				15923502	2/7/2026	PARTS FOR 240 240	181.24	
				15921594	2/6/2026	PARTS FOR 203 203	149.50	
				15923522	2/10/2026	PARTS FOR 240 240	64.94	
				15921598	2/6/2026	PARTS FOR 179 179	2.44	2,184.59
	3/3/2026	0001187	PAPE MACHINERY INC	16641083	2/14/2026	PARTS FOR 455 455	448.94	
				16657398	2/9/2026	PARTS FOR SCP112 SCP112	48.50	
				16668415	2/16/2026	PARTS FOR 455 455	44.21	
				16660188	2/10/2026	PARTS FOR SCP112 SCP112	25.50	567.15
	3/3/2026	0001255	PRICE FORD LINCOLN MI	5062776	2/13/2026	PARTS FOR S358 S358	253.60	253.60
	3/3/2026	0001551	TACOMA SCREW PRODU	140165818-00	2/12/2026	DRILL BITS FOR PA	135.96	135.96
	3/3/2026	0001641	VERIZON WIRELESS	6135393374	2/7/2026	PHONE SERVICES FOR FUEL	522.24	
				742180605-0000	12/23/2025	742180605-00001 CELL CHAR	80.02	602.26
	3/3/2026	0001781	WHITEHEADS AUTO PAR	337322	2/18/2026	PARTS FOR 101 101	157.06	
				336689	2/10/2026	PARTS FOR 440 440	83.75	
				336688-1	2/10/2026	INVENTORY PARTS ~ LC	67.95	
				337343	2/18/2026	PARTS FOR 155 155	16.49	325.25
	3/3/2026	0002474	CAINS AUTO & MARINE S	022021	2/6/2026	PARTS FOR 240 240	75.47	75.47

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0022435	RACE STREET AUTO PAR	741040	2/13/2026	INVENTORY PARTS ~ PA	454.24	
				741484	2/18/2026	PARTS FOR MP203 MP203	282.14	
				741284	2/17/2026	PARTS FOR 62 62	61.70	
				741460	2/18/2026	PARTS FOR 850 850	48.04	
				741430	2/18/2026	PARTS FOR 106 106	35.92	
				740981	2/13/2026	PARTS FOR 112 112	33.19	
				741446	2/18/2026	INVENTORY PARTS ~ PA	31.13	
				741286	2/17/2026	PARTS FOR 62 62	22.04	
				741287	2/17/2026	PARTS FOR 62 62	22.04	
				741596	2/19/2026	PARTS FOR CO110 CO110	17.38	
				740856	2/12/2026	PARTS FOR S338 S338	13.71	
				741288	2/17/2026	RETURNED PARTS FOR 62 62	-14.29	1,007.24
	3/3/2026	0023338	CENTRAL WELDING SUP	0002614466	2/12/2026	WELDING SUPPLIES ~ PA	185.16	185.16
	3/3/2026	0036098	O'REILLY AUTO PARTS	2750-196891	2/18/2026	PARTS FOR 21 21	123.83	
				2750-195900	2/12/2026	PARTS FOR S338 S338	121.23	
				2750-196119	2/13/2026	PARTS FOR S358 S358	7.37	252.43
	3/3/2026	0040272	MATT'S TOOLS USA LLC	159003	2/17/2026	SMALL TOOLS ~ PA	3,548.78	
				159001	2/17/2026	SMALL TOOLS ~ PA SHOP	326.69	3,875.47
	3/3/2026	0042872	PROPANE NORTHWEST	1520743140	2/10/2026	PROPANE FOR PA SHOP	506.67	506.67
	3/3/2026	0043469	PETROCARD	0579992-IN	2/12/2026	UNL FUEL ~ PA SHOP	6,819.32	
				0315878-IN	2/11/2026	UREA FUEL ~ PA SHOP	524.06	7,343.38
	3/3/2026	0048865	SARGENT TOOLS LLC	1142644283	1/14/2026	APOLLO VEHICLE SCANNER	4,103.35	4,103.35
	3/3/2026	0049733	VESTIS SERVICES LLC	5120836422	2/17/2026	LAUNDRY SERVICES ~ ER&R	31.82	31.82
	3/3/2026	0051752	MAXREV MOTORS LLC	MAXREV-S362	2/9/2026	FLAT TIRE REPAIR FOR S362	38.01	38.01
<b>Sub total for U S BANK:</b>								<b>25,368.96</b>

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/3/2026	0000546	EXPRESS SERVICES, INC 33529088-10101	2/18/2026	EXPRESS 02/09-02/15/26 MAC	959.32	959.32
	3/3/2026	0000594	DECKER CITY HARDWAR 923437	2/11/2026	MAINTENANCE SUPPLIES - L	19.16	19.16
	3/3/2026	0000599	FORKS OUTFITTERS 0090/21126/22	2/11/2026	MAINTENANCE SUPPLIES - L	26.04	26.04
	3/3/2026	0000709	HARBOR SAW & SUPPLY 877578	2/19/2026	MAINTENANCE SUPPLIES - P	15.23	15.23
	3/3/2026	0001258	PORT ANGELES POWER 5133450	2/13/2026	MAINTENANCE SUPPLIES - T	293.18	293.18
	3/3/2026	0004211	CENTURYLINK 333641764/2826	2/8/2026	02/2026 CENTURYLINK	244.52	
			333471246/2926	2/9/2026	02/2026 CENTURYLINK	164.88	409.40
	3/3/2026	0019701	CONSTRUCTION PARTS 44223	2/12/2026	MAINTENANCE SUPPLIES - P	7,009.59	7,009.59
	3/3/2026	0019747	CORAL SALES COMPANY INV-82945	2/11/2026	MAINTENANCE SUPPLIES - P	2,682.05	
			INV-82946	2/11/2026	MAINTENANCE SUPPLIES - P	673.36	3,355.41
	3/3/2026	0022435	RACE STREET AUTO PAR 741441	2/18/2026	MAINTENANCE SUPPLIES-PA	44.99	44.99
	3/3/2026	0030688	SARGENT ENGINEERS IN 37323	1/31/2026	ODT CALAWAH RIVER BRIDGE	2,720.90	2,720.90
	3/3/2026	0037241	STARK, JEFF STARK21326PH	2/13/2026	CDL- PHYSICAL REIMBURSEI	180.00	180.00
	3/3/2026	0040272	MATT'S TOOLS USA LLC 159004	2/17/2026	MAINTENANCE SUPPLIES - P	43.56	43.56
	3/3/2026	0049733	VESTIS SERVICES LLC 5120836421	2/17/2026	LAUNDRY SERVICE -PA	16.33	16.33
	3/3/2026	0051981	PRICE, CHRISTOPHER PRICE21826PH	2/18/2026	CDL PHYSICAL REIM-PRICE	189.00	189.00
<b>Sub total for U S BANK:</b>							<b>15,282.11</b>

Public Works (1)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0036990	ANCHOR QEA INC	39023	2/16/2026	CONSULTING - DNG OFF CH/	17,550.62	
				39024	2/16/2026	CONSULTING - DNG OFF CH/	856.75	18,407.37
<b>Sub total for U S BANK:</b>								18,407.37

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/3/2026	0001058	NCL OF WISCONSIN INC 531399	2/4/2026	MAINTENANCE SUPPLIES- W	309.28	309.28
	3/3/2026	0001300	PUBLIC UTILITY DISTRIC 119587-021126	2/11/2026	01/11-02/09/26 971 CARLSBOF	439.67	439.67
	3/3/2026	0000546	EXPRESS SERVICES, INC 33529088-43401	2/18/2026	EXPRESS 02/09-02/15/26 CRC	331.40	331.40
	3/3/2026	0001688	WA ST ASSOC OF COUNT GD2026-119	1/1/2026	2026 ASSESSMENT FOR SOL	1,710.00	1,710.00
<b>Sub total for U S BANK:</b>							2,790.35

*Sheriff*

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/3/2026	0000008	LEXISNEXIS RISK DATA M 1100263499	1/31/2026	DATABASE INTERFACE FEE -	54.45	54.45
	3/3/2026	0000159	BOB BARKER CO INC #INV2206341	1/28/2026	INMATE COMMISSARY ITEMS	929.27	929.27
	3/3/2026	0000306	CHARM-TEX 0434388-IN	2/10/2026	INMATE BEDDING AND CLOT	1,807.32	1,807.32
	3/3/2026	0000436	CXTEC 7299070	2/17/2026	ALUMINUM BLACK RELAY RA	261.93	261.93
	3/3/2026	0000628	GALLS LLC 033972895	2/5/2026	UNIFORM - ESTES	431.27	
			034008555	2/9/2026	UNIFORM - ANDREWS	200.89	
			033801785	1/20/2026	UNIFORM - ESTES	23.35	
			034047787	2/11/2026	UNIFORM - ESTES - CREDIT I	-193.80	461.71
	3/3/2026	0001148	OLYMPIC SPRINGS INC 381354	1/15/2026	WATER	162.53	
			381616	1/31/2026	WATER	140.86	
			381743	1/31/2026	WATER COOLER RENTAL	43.34	346.73
	3/3/2026	0001179	PACIFIC OFFICE EQUIPM 1173854	2/19/2026	CANON IMAGEFORCE 520F	3,163.25	3,163.25
	3/3/2026	0001252	PORT ANGELES, CITY OF 92136	1/31/2026	1ST QTR 2026 - PENCOM DIS	83,775.00	
			91083	11/13/2025	E911 GRANT REIMBURSEMEI	28,331.00	
			82495-151160-F	2/7/2026	UTILITIES - FRONT ST	521.51	112,627.51
	3/3/2026	0001300	PUBLIC UTILITY DISTRICT 88052-Feb26	2/10/2026	UTILITIES - KITFOX LN	53.89	53.89
	3/3/2026	0001540	SWAIN'S GENERAL STOR 354609	2/14/2025	BATTERIES	64.95	64.95
	3/3/2026	0001543	SWANSONS SERVICES C 2020298	1/8/2026	ADMISSION KITS	450.00	
			2033440	2/5/2026	INDIGENT PACKS	84.00	
			2033854	2/12/2026	INDIGENT PACKS	45.42	579.42
	3/3/2026	0001545	SYMBOLARTS 0557095	2/10/2026	LIEUTENANT BADGE FOR KN	136.13	136.13
	3/3/2026	0001603	TYLER TECHNOLOGIES II 4175	2/20/2026	TYLER CONNECT FULL CONF	1,249.00	1,249.00
	3/3/2026	0001723	WSDOT/WA ST FERRIES RK457212	1/31/2026	ANNUAL MAINTENANCE FEE	50.00	50.00
	3/3/2026	0001734	WA ST PATROL I2603760	2/2/2026	BACKGROUND CHECKS	768.00	768.00
	3/3/2026	0001735	WASHINGTON ST SHERIF 2026-00500	2/10/2026	WA ST SHERIFFS ASSOCIATI	1,360.00	1,360.00
	3/3/2026	0001828	NIKOLA ENGINEERING IN 48966	2/18/2026	END POINTS - 2/1/26-2/28/26	1,344.20	1,344.20
	3/3/2026	0004211	CENTURYLINK 333972275-Feb2	2/3/2026	INTERNET	65.00	65.00
	3/3/2026	0023736	O'REILLY AUTO PARTS (P. 2750-195030	2/6/2026	AUTO PARTS FOR SAR VEHIC	829.33	
			2750-195031	2/6/2026	AUTO PARTS FOR OPNET VE	24.38	853.71
	3/3/2026	0026861	QUALITY LOGO PRODUC QSI-1239235	2/17/2026	EVENT SWAG - POLICE CAR	1,730.47	1,730.47
	3/3/2026	0033486	LN CURTIS & SONS INC INV1034821	1/30/2026	BLANK NAME PATCHES - DEF	235.35	235.35
	3/3/2026	0043469	PETROCARD C954658	1/31/2026	FUEL FOR OPNET VEHICLES	227.17	227.17

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/3/2026	0046324	WALTER E NELSON CO, C	INVSEA1108295	1/24/2026	JAIL & KITCHEN SUPPLIES	1,460.66
				INVSEA1108445	1/24/2026	JAIL SUPPLIES	197.68
				invsea1108310	1/24/2026	JAIL SUPPLIES	116.18
	3/3/2026	0046390	PUBLIC SAFETY SOFTWARE	012826	1/28/2026	VIMS SOFTWARE SUBSCRIP	1,650.00
	3/3/2026	0047701	OAC SERVICES INC	10418	1/20/2026	PROFESSIONAL SERVICES T	94,323.12
				10560	2/11/2026	PROFESSIONAL SERVICES T	19,818.13
				152618	12/12/2025	PROFESSIONAL SERVICES T	19,447.52
	3/3/2026	0049693	TITAN ARMOR SOLUTION	0420	1/8/2026	RIFLE PLATES AND CARRIER	1,831.41
	3/3/2026	0050342	HBLE	26-0014	1/28/2026	LESS LETHAL AMMUNITIONS	1,126.43
	3/3/2026	0050445	READY AMERICA INC	IN668479	2/12/2026	CERT BACK PACKS	368.24
	3/3/2026	0050967	LEXISNEXIS COPOLOGIC	1030003793	1/31/2026	DESKOFFICER ONLINE REPC	1,085.00
	3/3/2026	0051196	MILLER, WILLIAM	5145851	2/12/2026	UNIFORM - MILLER	97.96
	3/3/2026	0051208	MDCOMMERCE INC	5307	2/17/2026	BILLING SERVICE - JAN 2026	1,500.00
<b>Sub total for U S BANK:</b>							<b>271,391.79</b>

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0001136	OLYMPIC MEDICAL CENT	OMC-2.19.26	2/19/2026	INMATE MEDICAL	1,971.82	1,971.82
	3/3/2026	0001254	PORT ANGELES FIRE DEI	15-2026-000000	1/5/2026	INMATE MEDICAL TRANSPOF	177.35	
				15-2026-000000	1/2/2026	INMATE MEDICAL TRANSPOF	124.26	301.61
	3/3/2026	0001508	STERICYCLE, INC	8013314025	1/30/2026	BIO-HAZARD WASTE - MED 8	131.50	131.50
	3/3/2026	0004826	OLYMPIC MEDICAL PHYS	71237011720	2/2/2026	INMATE MEDICAL	133.64	
				71237011710	1/31/2026	INMATE MEDICAL	99.06	232.70
	3/3/2026	0025115	RADIA INC PS	ZENY3D5	1/23/2026	INMATE MEDICAL	6.17	
				ZENY3D9	1/23/2026	INMATE MEDICAL	5.23	
				ZEP8EP8	1/31/2026	INMATE MEDICAL	5.05	
				ZEP8ENQ	1/30/2026	INMATE MEDICAL	4.86	
				ZEN4RDJ	1/17/2026	INMATE MEDICAL	4.86	
				ZEN4RDY	1/17/2026	INMATE MEDICAL	4.86	
				ZENY3C3	1/23/2026	INMATE MEDICAL	4.86	
				ZEP8EO7	1/31/2026	INMATE MEDICAL	4.67	40.56
	3/3/2026	0041537	MCKESSON MEDICAL-SU	25041485	2/11/2026	INMATE MED CLINIC SUPPLIE	92.58	92.58
<b>Sub total for U S BANK:</b>								<b>2,770.77</b>

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/3/2026	0001148	OLYMPIC SPRINGS INC 381619	2/19/2026	1/31/2026-JURY WATER SUPP	65.01	65.01
	3/3/2026	0001179	PACIFIC OFFICE EQUIPM 1172781	2/19/2026	1/2026, CONTRACT COST RA	69.79	
			1172780	2/19/2026	1/2026, CONTRACT COST RA	51.90	
			1172777	2/19/2026	2/2026, CONTRACT BASE RA	32.67	
			1172779	2/19/2026	2/2026, CONTRACT BASE RA	27.23	
			1172778	2/19/2026	2/2026, CONTRACT BASE RA	18.93	
			1172782	2/19/2026	1/2026-CONTRACT COST RA	13.72	214.24
	3/3/2026	0001764	WEST PAYMENT CENTER 853224589	2/19/2026	FEBRUARY 2026 LIBRARY LA	360.72	360.72
	3/3/2026	0004977	JUDICIAL CONFERENCE I 2115208 SCJA J	2/19/2026	2026 SPRING CONF REGISTF	175.00	
			2115207 SCJA J	2/19/2026	2026 SPRING CONF REGISTF	85.00	260.00
	3/3/2026	0020949	ALBERT A ABUAN PLLC 2114625 ABUAN	2/19/2026	25-4-00507-05, IN RE GUARDI	840.80	840.80
	3/3/2026	0023379	JUSTICE AUDIO VIDEO S INV-531347	2/19/2026	POLYCOM, CTRM 1, SID-0206	5,728.97	
			INV-531348	2/19/2026	POLYCOM, CTRM 2, SID-0206	5,728.97	
			INV-531349	2/19/2026	POLYCOM, CTRM 3, SID-0115	5,728.97	
			INV-531350	2/19/2026	POLYCOM, JUVENILE CT, SID	5,728.97	
			INV-531346	2/19/2026	T-COIL HEARING DEVICE, CT	4,042.13	26,958.01
	3/3/2026	0039210	PROFESSIONAL LANGUA CCSC-008	2/19/2026	25-1-00058-05, ST V MASHKO	150.00	
			CCSC-007	2/19/2026	25-1-00058-05, ST. V. MASHKI	150.00	300.00
	3/3/2026	0043520	SUBWAY 2/A-632568	2/19/2026	25-1-00187-05, ST. V. FISHER	157.69	157.69
	3/3/2026	0045731	RODRIGUEZ, JAMES ART 13295	2/19/2026	25-4-00203-05, IN RE DAMMAI	4,291.00	4,291.00
	3/3/2026	0046683	ODP BUSINESS SOLUTIO 456083687001	2/19/2026	2/03/26-OFFICE SUPPLIES, L	119.43	
			456084384001	2/19/2026	2/03/26-OFFICE SUPPLIES, P	40.20	159.63
	3/3/2026	0051521	INTERCOM LANGUAGE S 26-028	2/19/2026	26-1-00027-05, ST. V. SOTO-N	340.00	
			26-085	2/19/2026	26-1-00027-05, ST. V. SOTO-N	340.00	
			26-006	2/19/2026	19-1-00504-05, ST V LOPEZ, II	340.00	1,020.00
<b>Sub total for U S BANK:</b>							<b>34,627.10</b>

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/3/2026	0033521	BURROWS, IAN	BUR2114614	2/11/2026	25-1-00187-05-FISHER-WITNE	34.68	34.68
	3/3/2026	0051975	WRIGHT, DAVID	WRI2114611	2/10/2026	25-1-00187-05-FISHER-WITNE	27.36	27.36
	3/3/2026	0051976	WRIGHT, STEPHANIE	WRI2114612	2/10/2026	25-1-00187-05-FISHER-WITNE	10.00	10.00
	3/3/2026	0051977	CARLSON, ROBERTA	CAR2114615	2/11/2026	25-1-00187-05-FISHER-WITNE	37.22	37.22
	3/3/2026	0051978	LEE, CATHERINE	LEE2114616	2/11/2026	25-1-00187-05-FISHER-WITNE	188.80	188.80
	3/3/2026	0051979	SPEARS, LEVI	SPE2114617	2/11/2026	25-1-00187-05-FISHER-WITNE	76.96	76.96
	3/3/2026	0051980	TSCHIMPERLE, KARL	TSC2114613	2/10/2026	25-1-00187-05-FISHER-WITNE	196.76	196.76

Sub total for U S BANK: 571.78

Clerk

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Bank : apbank U S BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>	
	3/3/2026	0000674	GOVCONNECTION, INC.	77308021	2/19/2026	CLERK'S OFFICE FILE SUPPL	371.64	371.64
<b>Sub total for U S BANK:</b>							<b>371.64</b>	

Veterans

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	2/25/2026	0001716	DEPT OF ENTERPRISE S'	DES 2/25/26	2/25/2026	CARDS	92.25	92.25
	3/1/2026	0020849	U S BANK	KR4397 2/25/26	2/25/2026	FOOD	150.00	
				VK5992 2/25/26	2/25/2026	FUEL	150.00	
				KA2622 2/25/26	2/25/2026	FOOD	100.00	400.00
						<b>Sub total for U S BANK:</b>		492.25



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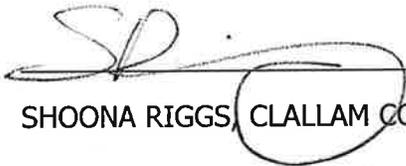
Payroll Ending: 2/15/2026

Gross Earnings:	\$1,045,683.56
Benefits Paid:	\$185,449.80
Total Expenditures:	\$1,231,133.36

STATE OF WASHINGTON )  
  )  
COUNTY OF CLALLAM )

This is to certify that the foregoing 'Labor Distribution Totals by Fund' Report for the period herein indicated is a full, true, and correct representation of the earnings and benefits paid to all Clallam County employees as recorded in the books of original entry maintained by this office.

WITNESS MY HAND THIS 24<sup>th</sup> DAY OF February 2026

  
\_\_\_\_\_  
SHOONA RIGGS, CLALLAM COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the payroll herein specified has been disbursed and that the earnings and benefits listed above are approved for payment:

BOARD OF COMMISSIONERS  
CLALLAM COUNTY, WASHINGTON

\_\_\_\_\_  
RANDY JOHNSON

\_\_\_\_\_  
MARK OZIAS

\_\_\_\_\_  
MIKE FRENCH

\_\_\_\_\_  
(County Administrator)

COPY

<b>Payroll and Benefits Paid for semi-monthly payroll: February 25, 2026</b>					
<b>Fund Name</b>	<b>Fund Number</b>	<b>Gross Earnings Paid by Fund #</b>	<b>Benefits Paid by Fund #</b>	<b>Employees Paid by Fund #</b>	<b>Total Expenditures</b>
<b>COUNTY (Semi-Monthly)</b>					
General Fund	00100	776,302.77	136,596.60	231	912,899.37
HHS	11301	27,805.09	4,632.47	11	32,437.56
HHS-Dev Disabilities	11331	2,795.10	448.05	1	3,243.15
Prosecutor-Local Crime Victim	11701	4,803.50	765.42	2	5,568.92
Treasurer- O&M	12201	415.68	66.91	1	482.59
Auditor-Doc Preservation	12401	2,660.60	426.85	1	3,087.45
Noxious Weed Control	13001	8,299.96	1,586.46	3	9,886.42
Veterans Relief	19914	4,759.76	763.70	2	5,523.46
Affordable Housing Sales Tax	19951	5,137.22	806.07	1	5,943.29
HR-Risk Management	50401	11,629.44	1,743.32	5	13,372.76
HR-Workers Compensation	50501	1,787.18	291.20	2	2,078.38
		<b>846,396.30</b>	<b>148,127.05</b>		<b>994,523.35</b>
<b>ROADS</b>					
PW - Roads	10101	158,567.87	29,940.27	60	188,508.14
PW - Flood Control	10135	3,481.87	568.74	2	4,050.61
PW - Broadband Infrastructure	30805	216.02	39.81	1	255.83
PW - Solid Waste	40201	707.84	119.98	2	827.82
Clallam Bay/Seki Sewer	41401	13,160.17	2,427.75	9	15,587.92
PW - Carlsborg Sewer M&O	42401	1,975.49	342.51	6	2,318.00
ER&R	50301	21,178.00	3,883.69	9	25,061.69
		<b>199,287.26</b>	<b>37,322.75</b>		<b>236,610.01</b>
<b>TOTALS</b>		<b>\$1,045,683.56</b>	<b>\$185,449.80</b>		<b>\$1,231,133.36</b>

Prepared by:



Sherry Nelson, Deputy Auditor

**COPY**



Payroll Ending: 2/15/2026

The following voucher/warrants/electronic payments are approved for payment:

<b>Payroll</b>	<b>Total</b>
<b>Warrant Numbers</b>	
184503 – 184823, 9950131	\$743,517.14
<b>Electronic Payment Date</b>	
2/26/2026	\$308,784.48
<b>Total Payroll:</b>	<b>\$1,052,301.62</b>

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Labor Distribution Totals By Fund  
CLALLAM COUNTY  
02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 00100  
# Emps : 231

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	673,161.34	16,819.82	s	SICK	31,645.99	823.74
v	VACATION	17,605.57	465.39	o25vju	OT X 2.5 - CORR VOLUNTEER/JUVI	11,383.26	164.25
fh	FLOATING HOLIDAY	11,143.80	308.84	o20m	OT X 2.0 - CORR MANDATORY/SHRF	8,823.68	135.75
o15s	OVERTIME X 1.5 - SHERIFF DEPT	8,620.98	132.50	cu	COMP USED	2,458.72	63.66
accred	ACCREDITATION PAY	1,689.56		dont	DONATED TIME USED	1,205.10	40.00
ldpa	DPA LONGEVITY PAY	1,202.54		stby	STANDBY PAY	1,130.27	25.00
auto	AUTO ALLOWANCE CONTRACTUAL	1,020.00		oth	OVERTIME X 1.5 - HOURLY	805.18	43.50
flxu	FLEX TIME USED (NO RUN BAL)	688.78	17.25	aute	AUTO ALLOWANCE ELECTED	680.00	
fto	FTO PREMIUM	627.07	274.75	jd	JURY DUTY	454.21	13.00
bsba	BS/BA EDUCATION INCENTIVE	430.59		detpay	DETECTIVE PAY	382.51	
ohjd	OT HOLIDAY - JUV DETENTION	233.82	6.00	aaas	AA/AS EDUCATION INCENTIVE	227.71	
phsm	PHONE STIPEND SMART PHONE	160.00		o15j	OVERTIME x 1.5 - JUV DETENTION	145.50	3.50
uapr	URINE ANALYSIS PREMIUM	136.50		aspd	SHERIFF ACTING SUP PAY DEPUTY	74.04	33.00
biling	BILINGUAL INCENTIVE	66.86		aspj	ACTING SUPERVISOR PAY JUVENILE	51.21	36.00
inst1	INSTRUCTOR PREMIUM PAY	27.98	12.00	asp	SHERIFF ACTING SUPERVISOR PAY	20.00	12.25
				<b>Totals:</b>		<b>776,302.77</b>	<b>19,430.20</b>

Deduction Code and Description		Amount	Deduction Code and Description		Amount	
fedtx	FEDERAL WITHHOLDING TAX	64,011.73	socsec	SOCIAL SECURITY	47,537.26	
pers2	PERS 2 RETIREMENT	27,363.29	401a	401A DEFERRED COMPENSATION	18,143.46	
medtx	MEDICARE TAX	11,117.68	icm457	ICMA DEFERRED COMP	10,681.73	
leoff2	LEOFF 2 RETIREMENT	8,723.58	psers	PSERS RETIREMENT	6,986.63	
fmlatx	WA Paid Family & Medical Leave	6,186.26	l&i	L&I - SELF INSURED	5,035.65	
rth457	ROTH-ICMA DEFERRED COMP	4,241.04	wacare	WA Long-Term Care	3,941.90	
udteam	UNION DUES - TEAMSTERS	3,649.70	pers3	PERS 3 RETIREMENT	3,627.78	
h457	MASSMUTUAL 457	1,549.31	dshs	DSHS CHILD SUPPORT	1,174.92	
dshsca	DSHS CHILD SUPPORT CALIFORNIA	750.00	n457	NATIONWIDE 457	667.02	
udpd1	UNION DUES - 1619 D	660.00	udcd1	UNION DUES - 1619 CD	594.00	
udmp	UNION DUES - 1619 MP	552.80	hr125	HEALTH REIMBURSEMENT	200.00	
pers1	PERS 1 RETIREMENT	191.91	perscu	PERS RETIREMENT CATCH UP	101.50	
udcd2	UNION DUES - 1619 CD	90.00	udpd2	UNION DUES - 1619 D	75.00	
udcs	UNION DUES - 1619 CS	69.10	garufe	GARNISHMENT FEE	11.50	
				<b>Totals:</b>		<b>227,934.75</b>

Benefit Code and Description		Amount	Benefit Code and Description		Amount
socsec	SOCIAL SECURITY	47,537.26	pers2	PERS 2 RETIREMENT	27,907.31

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 00100  
 # Emps : 231

Benefit Code and Description		Amount
I&i	L&I - SELF INSURED	16,171.93
medtx	MEDICARE TAX	11,117.68
leoff2	LEOFF 2 RETIREMENT	5,440.73
fmlatx	WA Paid Family & Medical Leave	2,474.40
pers1	PERS 1 RETIREMENT	178.48

Benefit Code and Description		Amount
401a	401A DEFERRED COMPENSATION	13,429.20
psers	PSERS RETIREMENT	7,188.86
pers3	PERS 3 RETIREMENT	3,097.32
unemp	UNEMPLOYMENT	1,948.17
perscu	PERS RETIREMENT CATCH UP	105.26

Totals: 136,596.60

Gross Earnings by Fund: 776,302.77 19,430.20

Total Fund Deductions: 227,934.75

Fund Net: 548,368.02

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 11301  
 # Emps : 11

<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	
r	REGULAR	26,057.80	789.25	v	VACATION	892.58	27.00	
s	SICK	854.71	31.75					
				<b>Totals:</b>		<b>27,805.09</b>	<b>848.00</b>	
<u>Deduction Code and Description</u>		<u>Amount</u>	<u>Deduction Code and Description</u>		<u>Amount</u>			
socsec	SOCIAL SECURITY	1,723.92	fedtx	FEDERAL WITHHOLDING TAX	1,503.52			
pers2	PERS 2 RETIREMENT	1,495.91	401a	401A DEFERRED COMPENSATION	956.84			
medtx	MEDICARE TAX	403.18	udteam	UNION DUES - TEAMSTERS	317.00			
fmlatx	WA Paid Family & Medical Leave	224.44	l&i	L&I - SELF INSURED	194.05			
wacare	WA Long-Term Care	161.29	udmp	UNION DUES - 1619 MP	34.55			
				<b>Totals:</b>	<b>7,014.70</b>			
<u>Benefit Code and Description</u>		<u>Amount</u>	<u>Benefit Code and Description</u>		<u>Amount</u>			
socsec	SOCIAL SECURITY	1,723.92	pers2	PERS 2 RETIREMENT	1,551.55			
401a	401A DEFERRED COMPENSATION	518.44	medtx	MEDICARE TAX	403.18			
l&i	L&I - SELF INSURED	262.16	fmlatx	WA Paid Family & Medical Leave	89.78			
unemp	UNEMPLOYMENT	83.44						
				<b>Totals:</b>	<b>4,632.47</b>			
						<b>Gross Earnings by Fund:</b>	<b>27,805.09</b>	<b>848.00</b>
						<b>Total Fund Deductions:</b>	<b>7,014.70</b>	
						<b>Fund Net:</b>	<b>20,790.39</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 11331  
 # Emps : 1

Earnings Code & Description	Amount	Hours	Earnings Code & Description	Amount	Hours
r REGULAR	2,725.22	78.00	v VACATION	69.88	2.00
			<b>Totals:</b>	<b>2,795.10</b>	<b>80.00</b>

Deduction Code and Description	Amount
fedtx FEDERAL WITHHOLDING TAX	219.83
pers2 PERS 2 RETIREMENT	150.38
medtx MEDICARE TAX	40.53
fmlatx WA Paid Family & Medical Leave	22.56
I&i L&I - SELF INSURED	15.56

Deduction Code and Description	Amount
socsec SOCIAL SECURITY	173.30
icm457 ICMA DEFERRED COMP	55.90
udteam UNION DUES - TEAMSTERS	39.50
wacare WA Long-Term Care	16.21
<b>Totals:</b>	<b>733.77</b>

Benefit Code and Description	Amount
socsec SOCIAL SECURITY	173.30
401a 401A DEFERRED COMPENSATION	55.90
fmlatx WA Paid Family & Medical Leave	9.02
I&i L&I - SELF INSURED	4.94

Benefit Code and Description	Amount
pers2 PERS 2 RETIREMENT	155.97
medtx MEDICARE TAX	40.53
unemp UNEMPLOYMENT	8.39
<b>Totals:</b>	<b>448.05</b>

<b>Gross Earnings by Fund:</b>	<b>2,795.10</b>	<b>80.00</b>
<b>Total Fund Deductions:</b>	<b>733.77</b>	
<b>Fund Net:</b>	<b>2,061.33</b>	

Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 11701  
 # Emps : 2

<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>
r REGULAR	4,261.38	128.00	s SICK	542.12	16.00
			<b>Totals:</b>	<b>4,803.50</b>	<b>144.00</b>

<u>Deduction Code and Description</u>	<u>Amount</u>
fedtx FEDERAL WITHHOLDING TAX	336.17
401a 401A DEFERRED COMPENSATION	240.17
pers2 PERS 2 RETIREMENT	111.72
fmlatx WA Paid Family & Medical Leave	38.77
I&i L&I - SELF INSURED	25.53

<u>Deduction Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	297.82
pers3 PERS 3 RETIREMENT	136.35
medtx MEDICARE TAX	69.65
wacare WA Long-Term Care	27.86
<b>Totals:</b>	<b>1,284.04</b>

<u>Benefit Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	297.82
pers2 PERS 2 RETIREMENT	115.87
medtx MEDICARE TAX	69.65
unemp UNEMPLOYMENT	14.41

<u>Benefit Code and Description</u>	<u>Amount</u>
pers3 PERS 3 RETIREMENT	152.17
401a 401A DEFERRED COMPENSATION	96.07
fmlatx WA Paid Family & Medical Leave	15.50
I&i L&I - SELF INSURED	3.93
<b>Totals:</b>	<b>765.42</b>

<b>Gross Earnings by Fund:</b>	<b>4,803.50</b>	<b>144.00</b>
<b>Total Fund Deductions:</b>	<b>1,284.04</b>	
<b>Fund Net:</b>	<b>3,519.46</b>	

Fund Worked : 12201  
 # Emps : 1

<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	
r	REGULAR	415.68	16.00					
				<b>Totals:</b>		<b>415.68</b>	<b>16.00</b>	
<u>Deduction Code and Description</u>		<u>Amount</u>	<u>Deduction Code and Description</u>		<u>Amount</u>			
n457	NATIONWIDE 457	41.57	401a	401A DEFERRED COMPENSATION	41.57			
socsec	SOCIAL SECURITY	25.77	pers2	PERS 2 RETIREMENT	22.36			
medtx	MEDICARE TAX	6.03	udteam	UNION DUES - TEAMSTERS	5.80			
fedtx	FEDERAL WITHHOLDING TAX	4.18	fmlatx	WA Paid Family & Medical Leave	3.36			
l&i	L&I - SELF INSURED	3.19					<b>Totals:</b>	<b>153.83</b>
<u>Benefit Code and Description</u>		<u>Amount</u>	<u>Benefit Code and Description</u>		<u>Amount</u>			
socsec	SOCIAL SECURITY	25.77	pers2	PERS 2 RETIREMENT	23.20			
401a	401A DEFERRED COMPENSATION	8.31	medtx	MEDICARE TAX	6.03			
fmlatx	WA Paid Family & Medical Leave	1.34	unemp	UNEMPLOYMENT	1.25			
l&i	L&I - SELF INSURED	1.01					<b>Totals:</b>	<b>66.91</b>
				<b>Gross Earnings by Fund:</b>		<b>415.68</b>	<b>16.00</b>	
				<b>Total Fund Deductions:</b>		<b>153.83</b>		
				<b>Fund Net:</b>		<b>261.85</b>		

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 12401  
 # Emps : 1

<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>
r REGULAR	2,660.60	80.00			
			<b>Totals:</b>	<b>2,660.60</b>	<b>80.00</b>
<u>Deduction Code and Description</u>	<u>Amount</u>		<u>Deduction Code and Description</u>	<u>Amount</u>	
fedtx FEDERAL WITHHOLDING TAX	172.93		socsec SOCIAL SECURITY	164.96	
pers2 PERS 2 RETIREMENT	143.14		icm457 ICMA DEFERRED COMP	100.00	
medtx MEDICARE TAX	38.58		udteam UNION DUES - TEAMSTERS	37.50	
fmlatx WA Paid Family & Medical Leave	21.48		l&i L&I - SELF INSURED	15.96	
wacare WA Long-Term Care	15.43				
			<b>Totals:</b>	<b>709.98</b>	
<u>Benefit Code and Description</u>	<u>Amount</u>		<u>Benefit Code and Description</u>	<u>Amount</u>	
socsec SOCIAL SECURITY	164.96		pers2 PERS 2 RETIREMENT	148.46	
401a 401A DEFERRED COMPENSATION	53.21		medtx MEDICARE TAX	38.58	
fmlatx WA Paid Family & Medical Leave	8.59		unemp UNEMPLOYMENT	7.98	
l&i L&I - SELF INSURED	5.07				
			<b>Totals:</b>	<b>426.85</b>	
			<b>Gross Earnings by Fund:</b>	<b>2,660.60</b>	<b>80.00</b>
			<b>Total Fund Deductions:</b>	<b>709.98</b>	
			<b>Fund Net:</b>	<b>1,950.62</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 13001  
 # Emps : 3

Earnings Code & Description	Amount	Hours	Earnings Code & Description	Amount	Hours
r REGULAR	8,188.05	236.75	s SICK	111.91	4.00
			<b>Totals:</b>	<b>8,299.96</b>	<b>240.75</b>

Deduction Code and Description	Amount
fedtx FEDERAL WITHHOLDING TAX	729.94
pers2 PERS 2 RETIREMENT	446.55
medtx MEDICARE TAX	120.51
fmlatx WA Paid Family & Medical Leave	67.00
wacare WA Long-Term Care	48.14

Deduction Code and Description	Amount
socsec SOCIAL SECURITY	515.32
401a 401A DEFERRED COMPENSATION	332.58
l&i L&I - SELF INSURED	83.84
udteam UNION DUES - TEAMSTERS	58.00
udmp UNION DUES - 1619 MP	-34.55
<b>Totals:</b>	<b>2,367.33</b>

Benefit Code and Description	Amount
socsec SOCIAL SECURITY	515.32
l&i L&I - SELF INSURED	228.00
medtx MEDICARE TAX	120.51
unemp UNEMPLOYMENT	24.91

Benefit Code and Description	Amount
pers2 PERS 2 RETIREMENT	463.14
401a 401A DEFERRED COMPENSATION	207.78
fmlatx WA Paid Family & Medical Leave	26.80
<b>Totals:</b>	<b>1,586.46</b>

<b>Gross Earnings by Fund:</b>	<b>8,299.96</b>	<b>240.75</b>
<b>Total Fund Deductions:</b>	<b>2,367.33</b>	
<b>Fund Net:</b>	<b>5,932.63</b>	

Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 19914  
 # Emps : 2

<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>
r	REGULAR	4,759.76	144.00				
				<b>Totals:</b>		<b>4,759.76</b>	<b>144.00</b>

<u>Deduction Code and Description</u>		<u>Amount</u>
socsec	SOCIAL SECURITY	295.11
pers2	PERS 2 RETIREMENT	256.08
udteam	UNION DUES - TEAMSTERS	75.50
fmlatx	WA Paid Family & Medical Leave	38.42
wacare	WA Long-Term Care	27.61

<u>Deduction Code and Description</u>		<u>Amount</u>
fedtx	FEDERAL WITHHOLDING TAX	267.71
401a	401A DEFERRED COMPENSATION	190.96
medtx	MEDICARE TAX	69.02
l&i	L&I - SELF INSURED	28.73
<b>Totals:</b>		<b>1,249.14</b>

<u>Benefit Code and Description</u>		<u>Amount</u>
socsec	SOCIAL SECURITY	295.11
401a	401A DEFERRED COMPENSATION	95.19
fmlatx	WA Paid Family & Medical Leave	15.37
l&i	L&I - SELF INSURED	9.12

<u>Benefit Code and Description</u>		<u>Amount</u>
pers2	PERS 2 RETIREMENT	265.60
medtx	MEDICARE TAX	69.02
unemp	UNEMPLOYMENT	14.29
<b>Totals:</b>		<b>763.70</b>

<b>Gross Earnings by Fund:</b>	<b>4,759.76</b>	<b>144.00</b>
<b>Total Fund Deductions:</b>	<b>1,249.14</b>	
<b>Fund Net:</b>	<b>3,510.62</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 19951  
 # Emps : 1

<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>
r REGULAR	4,967.22	87.00	auto AUTO ALLOWANCE CONTRACTUAL	170.00	
			<b>Totals:</b>	<b>5,137.22</b>	<b>87.00</b>

<u>Deduction Code and Description</u>	<u>Amount</u>
fedtx FEDERAL WITHHOLDING TAX	723.84
pers2 PERS 2 RETIREMENT	267.24
medtx MEDICARE TAX	74.49
wacare WA Long-Term Care	29.80

<u>Deduction Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	318.51
401a 401A DEFERRED COMPENSATION	248.36
fmlatx WA Paid Family & Medical Leave	41.47
l&i L&I - SELF INSURED	15.96
<b>Totals:</b>	<b>1,719.67</b>

<u>Benefit Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	318.51
401a 401A DEFERRED COMPENSATION	99.34
fmlatx WA Paid Family & Medical Leave	16.59
l&i L&I - SELF INSURED	5.07

<u>Benefit Code and Description</u>	<u>Amount</u>
pers2 PERS 2 RETIREMENT	277.17
medtx MEDICARE TAX	74.49
unemp UNEMPLOYMENT	14.90
<b>Totals:</b>	<b>806.07</b>

<b>Gross Earnings by Fund:</b>	<b>5,137.22</b>	<b>87.00</b>
<b>Total Fund Deductions:</b>	<b>1,719.67</b>	
<b>Fund Net:</b>	<b>3,417.55</b>	

Fund Worked : 50401  
 # Emps : 5

<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	
r	REGULAR	10,045.93	245.19	s	SICK	1,416.21	41.50	
v	VACATION	167.30	4.00					
						<b>Totals:</b>	<b>11,629.44</b>	<b>290.69</b>
<u>Deduction Code and Description</u>		<u>Amount</u>		<u>Deduction Code and Description</u>		<u>Amount</u>		
fedtx	FEDERAL WITHHOLDING TAX	1,343.95		socsec	SOCIAL SECURITY	721.03		
pers2	PERS 2 RETIREMENT	445.65		medtx	MEDICARE TAX	168.63		
401a	401A DEFERRED COMPENSATION	100.38		fmlatx	WA Paid Family & Medical Leave	93.87		
icm457	ICMA DEFERRED COMP	92.23		l&i	L&I - SELF INSURED	67.90		
wacare	WA Long-Term Care	48.04		rth457	ROTH-ICMA DEFERRED COMP	18.83		
						<b>Totals:</b>	<b>3,100.51</b>	
<u>Benefit Code and Description</u>		<u>Amount</u>		<u>Benefit Code and Description</u>		<u>Amount</u>		
socsec	SOCIAL SECURITY	721.03		pers2	PERS 2 RETIREMENT	462.23		
401a	401A DEFERRED COMPENSATION	232.58		medtx	MEDICARE TAX	168.63		
l&i	L&I - SELF INSURED	86.41		fmlatx	WA Paid Family & Medical Leave	37.54		
unemp	UNEMPLOYMENT	34.90						
						<b>Totals:</b>	<b>1,743.32</b>	
						<b>Gross Earnings by Fund:</b>	<b>11,629.44</b>	<b>290.69</b>
						<b>Total Fund Deductions:</b>	<b>3,100.51</b>	
						<b>Fund Net:</b>	<b>8,528.93</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : 50501  
 # Emps : 2

<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>
r REGULAR	1,787.18	34.59			
			<b>Totals:</b>	<b>1,787.18</b>	<b>34.59</b>

<u>Deduction Code and Description</u>	<u>Amount</u>
fedtx FEDERAL WITHHOLDING TAX	221.22
pers2 PERS 2 RETIREMENT	96.15
icm457 ICMA DEFERRED COMP	23.64
wacare WA Long-Term Care	10.36

<u>Deduction Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	110.87
medtx MEDICARE TAX	25.92
fmlatx WA Paid Family & Medical Leave	14.43
l&i L&I - SELF INSURED	5.59
<b>Totals:</b>	<b>508.18</b>

<u>Benefit Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	110.87
401a 401A DEFERRED COMPENSATION	41.80
fmlatx WA Paid Family & Medical Leave	5.76
l&i L&I - SELF INSURED	1.77

<u>Benefit Code and Description</u>	<u>Amount</u>
pers2 PERS 2 RETIREMENT	99.72
medtx MEDICARE TAX	25.92
unemp UNEMPLOYMENT	5.36
<b>Totals:</b>	<b>291.20</b>

<b>Gross Earnings by Fund:</b>	<b>1,787.18</b>	<b>34.59</b>
<b>Total Fund Deductions:</b>	<b>508.18</b>	
<b>Fund Net:</b>	<b>1,279.00</b>	

Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : - Totals -  
 # Emps : 255

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	739,030.16	18,658.60	s	SICK	34,570.94	916.99
v	VACATION	18,735.33	498.39	o25vju	OT X 2.5 - CORR VOLUNTEER/JUVI	11,383.26	164.25
fh	FLOATING HOLIDAY	11,143.80	308.84	o20m	OT X 2.0 - CORR MANDATORY/SHRF	8,823.68	135.75
o15s	OVERTIME X 1.5 - SHERIFF DEPT	8,620.98	132.50	cu	COMP USED	2,458.72	63.66
accred	ACCREDITATION PAY	1,689.56		dont	DONATED TIME USED	1,205.10	40.00
ldpa	DPA LONGEVITY PAY	1,202.54		auto	AUTO ALLOWANCE CONTRACTUAL	1,190.00	
stby	STANDBY PAY	1,130.27	25.00	oth	OVERTIME X 1.5 - HOURLY	805.18	43.50
fixu	FLEX TIME USED (NO RUN BAL)	688.78	17.25	aute	AUTO ALLOWANCE ELECTED	680.00	
fto	FTO PREMIUM	627.07	274.75	jd	JURY DUTY	454.21	13.00
bsba	BS/BA EDUCATION INCENTIVE	430.59		detpay	DETECTIVE PAY	382.51	
ohjd	OT HOLIDAY - JUV DETENTION	233.82	6.00	aaas	AA/AS EDUCATION INCENTIVE	227.71	
phsm	PHONE STIPEND SMART PHONE	160.00		o15j	OVERTIME x 1.5 - JUV DETENTION	145.50	3.50
uapr	URINE ANALYSIS PREMIUM	136.50		aspd	SHERIFF ACTING SUP PAY DEPUTY	74.04	33.00
biling	BILINGUAL INCENTIVE	66.86		aspi	ACTING SUPERVISOR PAY JUVENILE	51.21	36.00
inst1	INSTRUCTOR PREMIUM PAY	27.98	12.00	asp	SHERIFF ACTING SUPERVISOR PAY	20.00	12.25
				<b>Totals:</b>		<b>846,396.30</b>	<b>21,395.23</b>

Deduction Code and Description		Amount	Deduction Code and Description		Amount	
fedtx	FEDERAL WITHHOLDING TAX	69,535.02	socsec	SOCIAL SECURITY	51,883.87	
pers2	PERS 2 RETIREMENT	30,798.47	401a	401A DEFERRED COMPENSATION	20,254.32	
medtx	MEDICARE TAX	12,134.22	icm457	ICMA DEFERRED COMP	10,953.50	
leoff2	LEOFF 2 RETIREMENT	8,723.58	psers	PSERS RETIREMENT	6,986.63	
fmlatx	WA Paid Family & Medical Leave	6,752.06	l&i	L&I - SELF INSURED	5,491.96	
wacare	WA Long-Term Care	4,326.64	rth457	ROTH-ICMA DEFERRED COMP	4,259.87	
udteam	UNION DUES - TEAMSTERS	4,183.00	pers3	PERS 3 RETIREMENT	3,764.13	
h457	MASSMUTUAL 457	1,549.31	dshs	DSHS CHILD SUPPORT	1,174.92	
dshsca	DSHS CHILD SUPPORT CALIFORNIA	750.00	n457	NATIONWIDE 457	708.59	
udpd1	UNION DUES - 1619 D	660.00	udcd1	UNION DUES - 1619 CD	594.00	
udmp	UNION DUES - 1619 MP	552.80	hr125	HEALTH REIMBURSEMENT	200.00	
pers1	PERS 1 RETIREMENT	191.91	perscu	PERS RETIREMENT CATCH UP	101.50	
udcd2	UNION DUES - 1619 CD	90.00	udpd2	UNION DUES - 1619 D	75.00	
udcs	UNION DUES - 1619 CS	69.10	garnfe	GARNISHMENT FEE	11.50	
				<b>Totals:</b>		<b>246,775.90</b>

Benefit Code and Description		Amount	Benefit Code and Description		Amount
socsec	SOCIAL SECURITY	51,883.87	pers2	PERS 2 RETIREMENT	31,470.22

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle sc

Fund Worked : - Totals -  
 # Emps : 255

Benefit Code and Description		Amount
I&i	L&I - SELF INSURED	16,779.41
medtx	MEDICARE TAX	12,134.22
leoff2	LEOFF 2 RETIREMENT	5,440.73
fmlatx	WA Paid Family & Medical Leave	2,700.69
pers1	PERS 1 RETIREMENT	178.48

Benefit Code and Description		Amount
401a	401A DEFERRED COMPENSATION	14,837.82
psers	PSERS RETIREMENT	7,188.86
pers3	PERS 3 RETIREMENT	3,249.49
unemp	UNEMPLOYMENT	2,158.00
perscu	PERS RETIREMENT CATCH UP	105.26

Totals: 148,127.05

Grand Total Gross Earnings: 846,396.30 21,395.23

Grand Total Deductions: 246,775.90

Grand Total Net: 599,620.40

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Labor Distribution Totals By Fund  
CLALLAM COUNTY  
02/01/2026 to 02/15/2026-2 Cycle s

Fund Worked : 10101  
# Emps : 60

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	135,926.61	3,682.50	v	VACATION	7,106.49	188.97
s	SICK	6,277.80	172.53	fh	FLOATING HOLIDAY	4,592.85	108.00
o15r	OVERTIME X 1.5 - ROADS DEPT	4,488.95	90.00	cu	COMP USED	1,210.41	40.00
auto	AUTO ALLOWANCE CONTRACTUAL	340.00		fl	FUNERAL LEAVE	278.50	8.00
c15r	COMP EARNED X 1.5 ROADS	-1,653.74	-33.00				
				<b>Totals:</b>	<b>158,567.87</b>	<b>4,257.00</b>	

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	11,882.49	socsec	SOCIAL SECURITY	9,834.56
pers2	PERS 2 RETIREMENT	8,026.38	icm457	ICMA DEFERRED COMP	3,678.77
401a	401A DEFERRED COMPENSATION	2,558.90	medtx	MEDICARE TAX	2,300.04
udteam	UNION DUES - TEAMSTERS	1,806.32	l&i	L&I - SELF INSURED	1,590.74
fmlatx	WA Paid Family & Medical Leave	1,279.92	wacare	WA Long-Term Care	805.79
h457	MASSMUTUAL 457	649.00	pers3	PERS 3 RETIREMENT	453.97
udmp	UNION DUES - 1619 MP	147.56	perscu	PERS RETIREMENT CATCH UP	-3.25
			<b>Totals:</b>	<b>45,011.19</b>	

Benefit Code and Description		Amount	Benefit Code and Description		Amount	
socsec	SOCIAL SECURITY	9,834.56	pers2	PERS 2 RETIREMENT	8,324.69	
l&i	L&I - SELF INSURED	4,996.10	401a	401A DEFERRED COMPENSATION	2,997.07	
medtx	MEDICARE TAX	2,300.04	fmlatx	WA Paid Family & Medical Leave	511.94	
pers3	PERS 3 RETIREMENT	504.45	unemp	UNEMPLOYMENT	474.80	
perscu	PERS RETIREMENT CATCH UP	-3.38				
			<b>Totals:</b>	<b>29,940.27</b>		
				<b>Gross Earnings by Fund:</b>	<b>158,567.87</b>	<b>4,257.00</b>
				<b>Total Fund Deductions:</b>	<b>45,011.19</b>	
				<b>Fund Net:</b>	<b>113,556.68</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle s

Fund Worked : 10135  
 # Emps : 2

<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>		<u>Amount</u>	<u>Hours</u>	
r	REGULAR	2,604.68	52.50	s	SICK	877.19	19.00	
<b>Totals:</b>						<b>3,481.87</b>	<b>71.50</b>	
<u>Deduction Code and Description</u>		<u>Amount</u>	<u>Deduction Code and Description</u>		<u>Amount</u>			
401a	401A DEFERRED COMPENSATION	297.78	fedtx	FEDERAL WITHHOLDING TAX	294.13			
socsec	SOCIAL SECURITY	215.97	pers2	PERS 2 RETIREMENT	160.21			
medtx	MEDICARE TAX	50.51	icm457	ICMA DEFERRED COMP	48.96			
fmlatx	WA Paid Family & Medical Leave	28.10	udmp	UNION DUES - 1619 MP	27.86			
pers3	PERS 3 RETIREMENT	24.48	wacare	WA Long-Term Care	20.19			
l&i	L&I - SELF INSURED	15.29					<b>Totals:</b>	<b>1,183.48</b>
<u>Benefit Code and Description</u>		<u>Amount</u>	<u>Benefit Code and Description</u>		<u>Amount</u>			
socsec	SOCIAL SECURITY	215.97	pers2	PERS 2 RETIREMENT	166.16			
401a	401A DEFERRED COMPENSATION	74.67	medtx	MEDICARE TAX	50.51			
pers3	PERS 3 RETIREMENT	28.13	l&i	L&I - SELF INSURED	11.62			
fmlatx	WA Paid Family & Medical Leave	11.24	unemp	UNEMPLOYMENT	10.44			
<b>Totals:</b>						<b>568.74</b>		
<b>Gross Earnings by Fund:</b>						<b>3,481.87</b>	<b>71.50</b>	
<b>Total Fund Deductions:</b>						<b>1,183.48</b>		
<b>Fund Net:</b>						<b>2,298.39</b>		

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
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Fund Worked : 30805  
 # Emps : 1

<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>
r REGULAR	216.02	3.00			
			<b>Totals:</b>	<b>216.02</b>	<b>3.00</b>

<u>Deduction Code and Description</u>	<u>Amount</u>
icm457 ICMA DEFERRED COMP	20.98
socsec SOCIAL SECURITY	13.43
medtx MEDICARE TAX	3.14
wacare WA Long-Term Care	1.25

<u>Deduction Code and Description</u>	<u>Amount</u>
fedtx FEDERAL WITHHOLDING TAX	15.60
pers3 PERS 3 RETIREMENT	10.49
fmlatx WA Paid Family & Medical Leave	1.74
l&i L&I - SELF INSURED	1.04
<b>Totals:</b>	<b>67.67</b>

<u>Benefit Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	13.43
401a 401A DEFERRED COMPENSATION	6.48
medtx MEDICARE TAX	3.14
unemp UNEMPLOYMENT	0.65

<u>Benefit Code and Description</u>	<u>Amount</u>
pers3 PERS 3 RETIREMENT	12.05
l&i L&I - SELF INSURED	3.36
fmlatx WA Paid Family & Medical Leave	0.70
<b>Totals:</b>	<b>39.81</b>

<b>Gross Earnings by Fund:</b>	<b>216.02</b>	<b>3.00</b>
<b>Total Fund Deductions:</b>	<b>67.67</b>	
<b>Fund Net:</b>	<b>148.35</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle s

Fund Worked : 40201  
 # Emps : 2

<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>
r REGULAR	707.84	16.00			
			<b>Totals:</b>	<b>707.84</b>	<b>16.00</b>

<u>Deduction Code and Description</u>	<u>Amount</u>
fedtx FEDERAL WITHHOLDING TAX	65.71
pers2 PERS 2 RETIREMENT	38.08
medtx MEDICARE TAX	10.26
l&i L&I - SELF INSURED	4.15
udteam UNION DUES - TEAMSTERS	3.95

<u>Deduction Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	43.89
401a 401A DEFERRED COMPENSATION	21.24
fmlatx WA Paid Family & Medical Leave	5.72
wacare WA Long-Term Care	4.10
udmp UNION DUES - 1619 MP	3.09
<b>Totals:</b>	<b>200.19</b>

<u>Benefit Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	43.89
401a 401A DEFERRED COMPENSATION	14.16
l&i L&I - SELF INSURED	7.76
unemp UNEMPLOYMENT	2.13

<u>Benefit Code and Description</u>	<u>Amount</u>
pers2 PERS 2 RETIREMENT	39.50
medtx MEDICARE TAX	10.26
fmlatx WA Paid Family & Medical Leave	2.28
<b>Totals:</b>	<b>119.98</b>

<b>Gross Earnings by Fund:</b>	<b>707.84</b>	<b>16.00</b>
<b>Total Fund Deductions:</b>	<b>200.19</b>	
<b>Fund Net:</b>	<b>507.65</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle s

Fund Worked : 41401  
 # Emps : 9

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	9,215.96	253.00	s	SICK	3,413.68	80.00
o15r	OVERTIME X 1.5 - ROADS DEPT	316.37	7.50	fh	FLOATING HOLIDAY	214.16	4.00
				<b>Totals:</b>	<b>13,160.17</b>	<b>344.50</b>	

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	934.50	socsec	SOCIAL SECURITY	816.02
pers2	PERS 2 RETIREMENT	684.79	401a	401A DEFERRED COMPENSATION	283.25
medtx	MEDICARE TAX	190.84	udteam	UNION DUES - TEAMSTERS	135.78
icm457	ICMA DEFERRED COMP	113.00	fmlatx	WA Paid Family & Medical Leave	106.22
l&i	L&I - SELF INSURED	104.35	wacare	WA Long-Term Care	76.32
pers3	PERS 3 RETIREMENT	20.98	udmp	UNION DUES - 1619 MP	20.45
			<b>Totals:</b>	<b>3,486.50</b>	

Benefit Code and Description		Amount	Benefit Code and Description		Amount
socsec	SOCIAL SECURITY	816.02	pers2	PERS 2 RETIREMENT	710.24
l&i	L&I - SELF INSURED	343.36	401a	401A DEFERRED COMPENSATION	261.19
medtx	MEDICARE TAX	190.84	fmlatx	WA Paid Family & Medical Leave	42.50
unemp	UNEMPLOYMENT	39.49	pers3	PERS 3 RETIREMENT	24.11
			<b>Totals:</b>	<b>2,427.75</b>	

<b>Gross Earnings by Fund:</b>	<b>13,160.17</b>	<b>344.50</b>
<b>Total Fund Deductions:</b>	<b>3,486.50</b>	
<b>Fund Net:</b>	<b>9,673.67</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle s

Fund Worked : 42401  
 # Emps : 6

<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>	<u>Earnings Code &amp; Description</u>	<u>Amount</u>	<u>Hours</u>
r REGULAR	1,975.49	41.50			
			<b>Totals:</b>	<b>1,975.49</b>	<b>41.50</b>

<u>Deduction Code and Description</u>	<u>Amount</u>
fedtx FEDERAL WITHHOLDING TAX	180.37
pers2 PERS 2 RETIREMENT	94.66
medtx MEDICARE TAX	28.65
fmlatx WA Paid Family & Medical Leave	15.96
wacare WA Long-Term Care	11.45
udteam UNION DUES - TEAMSTERS	8.63

<u>Deduction Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	122.52
401a 401A DEFERRED COMPENSATION	60.61
icm457 ICMA DEFERRED COMP	21.44
l&i L&I - SELF INSURED	11.64
pers3 PERS 3 RETIREMENT	10.49
udmp UNION DUES - 1619 MP	8.34
<b>Totals:</b>	<b>574.76</b>

<u>Benefit Code and Description</u>	<u>Amount</u>
socsec SOCIAL SECURITY	122.52
401a 401A DEFERRED COMPENSATION	41.68
l&i L&I - SELF INSURED	27.12
fmlatx WA Paid Family & Medical Leave	6.38

<u>Benefit Code and Description</u>	<u>Amount</u>
pers2 PERS 2 RETIREMENT	98.18
medtx MEDICARE TAX	28.65
pers3 PERS 3 RETIREMENT	12.05
unemp UNEMPLOYMENT	5.93
<b>Totals:</b>	<b>342.51</b>

<b>Gross Earnings by Fund:</b>	<b>1,975.49</b>	<b>41.50</b>
<b>Total Fund Deductions:</b>	<b>574.76</b>	
<b>Fund Net:</b>	<b>1,400.73</b>	

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Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle s

Fund Worked : 50301  
 # Emps : 9

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	20,385.37	587.00	v	VACATION	311.33	8.50
s	SICK	279.00	9.50	o15r	OVERTIME X 1.5 - ROADS DEPT	202.30	3.50
				<b>Totals:</b>	<b>21,178.00</b>	<b>608.50</b>	

Deduction Code and Description		Amount	Deduction Code and Description		Amount
socsec	SOCIAL SECURITY	1,313.04	fedtx	FEDERAL WITHHOLDING TAX	1,301.55
pers2	PERS 2 RETIREMENT	1,139.38	401a	401A DEFERRED COMPENSATION	408.32
medtx	MEDICARE TAX	307.08	icm457	ICMA DEFERRED COMP	269.65
udteam	UNION DUES - TEAMSTERS	238.32	l&i	L&I - SELF INSURED	208.54
fmlatx	WA Paid Family & Medical Leave	170.95	wacare	WA Long-Term Care	122.85
dshs	DSHS CHILD SUPPORT	102.00	udmp	UNION DUES - 1619 MP	34.55
garnfe	GARNISHMENT FEE	0.50			
			<b>Totals:</b>	<b>5,616.73</b>	

Benefit Code and Description		Amount	Benefit Code and Description		Amount
socsec	SOCIAL SECURITY	1,313.04	pers2	PERS 2 RETIREMENT	1,181.75
l&i	L&I - SELF INSURED	578.34	401a	401A DEFERRED COMPENSATION	371.55
medtx	MEDICARE TAX	307.08	fmlatx	WA Paid Family & Medical Leave	68.39
unemp	UNEMPLOYMENT	63.54			
			<b>Totals:</b>	<b>3,883.69</b>	

<b>Gross Earnings by Fund:</b>	<b>21,178.00</b>	<b>608.50</b>
<b>Total Fund Deductions:</b>	<b>5,616.73</b>	
<b>Fund Net:</b>	<b>15,561.27</b>	

Labor Distribution Totals By Fund  
 CLALLAM COUNTY  
 02/01/2026 to 02/15/2026-2 Cycle s

Fund Worked : - Totals -  
 # Emps : 66

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	171,031.97	4,635.50	s	SICK	10,847.67	281.03
v	VACATION	7,417.82	197.47	o15r	OVERTIME X 1.5 - ROADS DEPT	5,007.62	101.00
fh	FLOATING HOLIDAY	4,807.01	112.00	cu	COMP USED	1,210.41	40.00
auto	AUTO ALLOWANCE CONTRACTUAL	340.00		fl	FUNERAL LEAVE	278.50	8.00
c15r	COMP EARNED X 1.5 ROADS	-1,653.74	-33.00				
				<b>Totals:</b>		<b>199,287.26</b>	<b>5,342.00</b>

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	14,674.35	socsec	SOCIAL SECURITY	12,359.43
pers2	PERS 2 RETIREMENT	10,143.50	icm457	ICMA DEFERRED COMP	4,152.80
401a	401A DEFERRED COMPENSATION	3,630.10	medtx	MEDICARE TAX	2,890.52
udteam	UNION DUES - TEAMSTERS	2,193.00	l&i	L&I - SELF INSURED	1,935.75
fmlatx	WA Paid Family & Medical Leave	1,608.61	wacare	WA Long-Term Care	1,041.95
h457	MASSMUTUAL 457	649.00	pers3	PERS 3 RETIREMENT	520.41
udmp	UNION DUES - 1619 MP	241.85	dshs	DSHS CHILD SUPPORT	102.00
garufe	GARNISHMENT FEE	0.50	perscu	PERS RETIREMENT CATCH UP	-3.25
			<b>Totals:</b>		<b>56,140.52</b>

Benefit Code and Description		Amount	Benefit Code and Description		Amount
socsec	SOCIAL SECURITY	12,359.43	pers2	PERS 2 RETIREMENT	10,520.52
l&i	L&I - SELF INSURED	5,967.66	401a	401A DEFERRED COMPENSATION	3,766.80
medtx	MEDICARE TAX	2,890.52	fmlatx	WA Paid Family & Medical Leave	643.43
unemp	UNEMPLOYMENT	596.98	pers3	PERS 3 RETIREMENT	580.79
perscu	PERS RETIREMENT CATCH UP	-3.38			
			<b>Totals:</b>		<b>37,322.75</b>

<b>Grand Total Gross Earnings:</b>	<b>199,287.26</b>	<b>5,342.00</b>
<b>Grand Total Deductions:</b>	<b>56,140.52</b>	
<b>Grand Total Net:</b>	<b>143,146.74</b>	



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## BOARD of CLALLAM COUNTY COMMISSIONERS MINUTES for the week of February 23-27, 2026

### WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Tuesday, February 23, 2026. Present were Commissioners Ozias and Johnson and Administrator Mielke. Commissioner French was excused.

Items of discussion per the agenda published February 19 were:

- Calendar/Correspondence
  - Discussion regarding appointment of a full-time Coroner
  - Agreement with Cyclomedia Technology, Inc. for Street-Smart imagery tool
  - Pre-application questionnaire with Port of Port Angeles for the Port Authority Community Partner Program – Clallam County Fair Logging Show Production
  - Agreement amendment 2 with Sarge's Veteran Support for Case Manager to revise record-retention requirements
  - Agreement amendment 2 with Sarge's Veteran Support for kitchen remodel and utilities program to revise record-retention requirements
  - Agreement amendment 2 Healthy Families of Clallam County for the Emergency Shelter Program to revise record-retention requirements
  - Agreement amendment 2 Healthy Families of Clallam County for the Safely Home Program to revise record-retention requirements
  - Agreement amendment 2 with Serenity House of Clallam County for Shelter Aides Program to revise record-retention requirements
  - Agreement amendment 2 with The Answer for Youth TAFY for Bridging the Gap 12 Program to revise record-retention requirements
  - Agreement amendment 2 with The Answer for Youth TAFY for Starfleet Operations Program to revise record-retention requirements
  - Agreement amendment 2 with The Boys and Girls Clubs of the Olympic Peninsula for Teen Homelessness Prevention and Resources Program to revise record-retention requirements
  - Agreement amendment 2 with Peninsula Housing Authority for Eklund at Gales Project to revise record-retention requirements
  - Agreement amendment 2 with Trinity United Methodist Church for Safe Parking Program to revise record-retention requirements
  - Agreement amendment 2 with Forks Abuse Program dba Mariposa House for the West End Hope Program to revise record-retention requirements
  - Agreement amendment 2 with Tyler Technologies, Inc. for Onsite Septic System Database support
  - Agreement amendment 1 with Puget Sound Partnership for Onsite Septic Management Plan
  - Pre-application questionnaire and approval of certification and assurances form for a new hot water boiler to satisfy the WA Clean Building Performance Standard requirements
  - Open County position review
  - Letter of support for City of Sequim for the US 101-Sindars Interchange Project
  - Easement agreement with Greene Properties, LLC for temporary easement E. Lake Pleasant Road
  - Call for request for proposals/qualifications to be received no later than Tuesday, March 24, 2026 at 10:30 a.m. for geotechnical assessment for McDonald Creek Fish Passage and Irrigation Project

The meeting concluded at 10:40 a.m.

### REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Vice Chair Johnson called the meeting to order at 10 a.m., Tuesday, February 24, 2026. Also present were Commissioner Ozias and Administrator Mielke. Commissioner French was excused.

### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

**ACTION TAKEN:** CMOM to adopt the agenda as presented, CRJs, mc

**PUBLIC COMMENT**

- John Worthington, Sequim, commented on item 2c
- Ed Bowen, Clallam Bay, commented on District III Commissioner absence, items 1e, 1f and 3b, Coffee with Colleen
- Denise Lapio, Sequim, commented on item 1c

**CONSENT AGENDA – Any Commissioner may remove items for discussion**

1a Approval of vouchers for the week of February 16

The Following warrants and electronic payments are approved for payment:

<b>Accounts Payable:</b>	Total
Warrant numbers: 9949818-9950064	<b>\$635,060.03</b>
Electronic payments dates: n/a	<b>\$0.00</b>
Total Accounts Payable:	<b>\$635,060.03</b>

- 1b Approval of minutes for the week of February 16
- 1c Resolution appointing various members to the Fair Advisory Board
- 1d Approval of the annual certification of the Road Levy and Estimated Revenue Produced form
- 1e Resolution declaring Clallam County surplus property – Real Estate
- 1f Letter of support for City of Sequim for the US 101-Sudars Interchange Project
- 1g Approval of certification and assurances form for a new hot water boiler to satisfy the WA Clean Building Performance Standard requirements

**ACTION TAKEN: CMOm to approve the consent agenda as presented, CRJs, mc**

**REPORTS AND PRESENTATIONS**

- CMO reported on the National Association of Counties Conference Update

**CONTRACTS AND AGREEMENTS**

2a Agreement with Department of Social and Health Services for client service programs

**ACTION TAKEN: CMOm to approve, CRJs, mc**

2b Agreement with Health Care Authority for Medicaid administrative claiming

**ACTION TAKEN: CMOm to approve, CRJs, mc**

2c Agreement and Resolution with Department of Ecology for Clallam Bay / Sekiu Sewer System Inflow Infiltration Pipe Replacement Project

**ACTION TAKEN: CMOm to approve, CRJs, mc**

**BUDGET**

3a Resolution for consideration to adopt the following supplemental appropriations:

Health & Human Services-Environmental Health

- Department of Health Consolidated Contract Amendment #9 adds a \$218,392 two-year pollution identification and correction (PIC) grant, funding professional services for Tyler software consultants, with additional funds to be added later/\$47,877
- Environmental Health received a Puget Sound Partnership (PSP) grant to fund onsite septic projects and support implementation of the Tyler Health module for managing septic inspections/\$94,292

Public Works-Roads – Lodging Tax award from the City of Forks for the Calawah to Sitkum Sol Duc Road segment of the Olympic Discovery Trail/\$44,000

Sheriff-Emergency Services - Wildfire defense plan costs were mostly incurred and reimbursed in 2025, but final expenses and some reimbursements will occur in 2026/\$38,685

Sheriff-Jail - The fingerprint machine was purchased in 2025, with reimbursement through the NCHIP Grant received in 2026/\$19,497

Sheriff-Operations - A quarterly payment for 2025 Jamestown Contract Policing services was received in 2026, requiring an increase to the 2026 revenue line to properly record the payment/\$75,000

**BOARD of CLALLAM COUNTY COMMISSIONERS**  
**MINUTES for the week of February 23-27, 2026**  
**Page 3**

Sheriff-Nine-One-One Enhanced - A new E911 dispatch equipment grant requires increasing both revenue and expenditure lines to account for the additional funds/\$178,289

Noxious Weed Control - Unused funds from last year's WA Department of Agriculture knotweed grant, due to staff shortages, will be used for seasonal staff and vehicle rental before the grant expires in June 2027/\$8,200

**ACTION TAKEN: CMOM to adopt, CRJs, mc**

**HEARING(S) – Beginning at 10:30 a.m.**

4a Consideration of resolution adopting the following debatable emergencies:

Coroner – Funding needed to purchase equipment such as gurneys & a loading deck to convert van for decedent transport/\$10,000

Sheriff-Animal Control - A two-day spay and neuter clinic is planned for late February to help address pet overpopulation. The event, organized by Center Valley Animal Rescue and Spay to Save, is requesting \$4,925 in county funding for supplies, facility rental, and volunteer meals/\$4,925

Parks & Facilities-Real Estate Excise Tax (REET) – The Parks Fair & Facilities Department is requesting an additional \$80,000 to cover cost overruns for the Courthouse/Juvenile TRAFFIC Upgrade project beyond the 2026 budget allocation/\$80,000

Parks & Facilities-Capital Projects - The Parks Fair & Facilities Department requests 2025 budget funds be carried over to 2026 to complete the Courthouse Security/Safety Assessment project, delayed due to procurement issues/\$73,757

- Mark Lane, Chief Financial Officer, provided a staff report

**ACTION TAKEN: CRJm to open the public hearing, CMOs, mc**

- CRJ noted no one signed up to provide testimony

**ACTION TAKEN: CRJm to close the public hearing and adopt, CMOs, mc**

**PUBLIC COMMENT**

- Denise Lapio, Sequim, commented on National Angel Family Day, State of the Union address
- Jenson, Port Angeles, commented on the Harm Reduction Center
- John Worthington, Sequim, commented on Harm Reduction Center
- Karin Cummins, Sequim, commented on Noise Ordinance, National Association of Counties Conference, Commissioner Ozias
- Jake Seegers, District III, commented on the RV Ordinance
- Sammi, Port Angeles, commented on Public Health Department, Health Officer, Harm Reduction Center
- Joe Schmidt, Joyce, commented on item 1e
- Jessi Boerch, Port Angeles, commented on Health Officer, Harm Reduction Center
- Sara Kincaid, Sequim, commented people taking over public spaces, stealing, gated community, Harm Reduction Center
- Jeff Tozer, Sequim, commented on Harm Reduction Center, Health Officer
- Clark, Joyce, commented on public comment, EMT, Harm Reduction Center, addiction, housing
- George Peterson, Sequim, commented Harm Reduction Center, addiction, Health Officer
- Dawn Andres, Port Angeles, commented on Harm Reduction Center
- Jake Seegers, District III, Commented on Harm Reduction Center
- Eric Fehrmann, Sequim, commented on Harm Reduction Center, book
- Carrie, Joyce, commented on Harm Reduction Center, housing

**FINAL ITEM – Commissioner Forum**

**(This Session will be held on the 4<sup>th</sup> Tuesday of each month when BOCC concludes its other agenda items. The Session will be held for 45 minutes or until there are no further questions. Regardless of the start time, this session will end no later than 11:45 a.m.)**

5a Commissioner Forum

- Ed Bowen, asked a question regarding sustainable harvest calculation, Elwha project calculations (see attached)
- Mark Curtis, asked a question regarding housing, urban growth areas
- George Peterson, asked a question regarding RV Ordinance

**BOARD of CLALLAM COUNTY COMMISSIONERS**  
**MINUTES for the week of February 23-27, 2026**  
**Page 4**

- Clark, asked a question regarding building, codes
- Dawn Andres, asked a question regarding the RV Ordinance
- Bruce Emery, Department of Community Development provided a presentation on the RV Ordinance (see attached)
- Clerk, Joyce, commented on the RV Ordinance
- Jake Seegers, District III, commented on the RV Ordinance
- Karin Cummins, Sequim, commented on the RV Ordinance
- Carrie, Joyce, commented on RV Ordinance

The meeting concluded at 12:27 p.m. and continued until Monday, March 2, 2026 at 9 a.m.

The Board of Commissioners attended a William Shore Memorial Pool District Meeting, Coffee with Colleen, Executive Session and WSAC Legislative Update during the week of February 23, 2026.

PASSED AND ADOPTED this 3<sup>rd</sup> day of March 2026

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Mike French, Chair

\_\_\_\_\_  
Randy Johnson

ATTEST:

\_\_\_\_\_  
Loni Gores, MMC, Clerk of the Board

\_\_\_\_\_  
Mark Ozias

KEY TO ABBREVIATIONS:

ATM Administrator Todd Mielke

CMO Commissioner Mark Ozias

CRJ Commissioner Randy Johnson

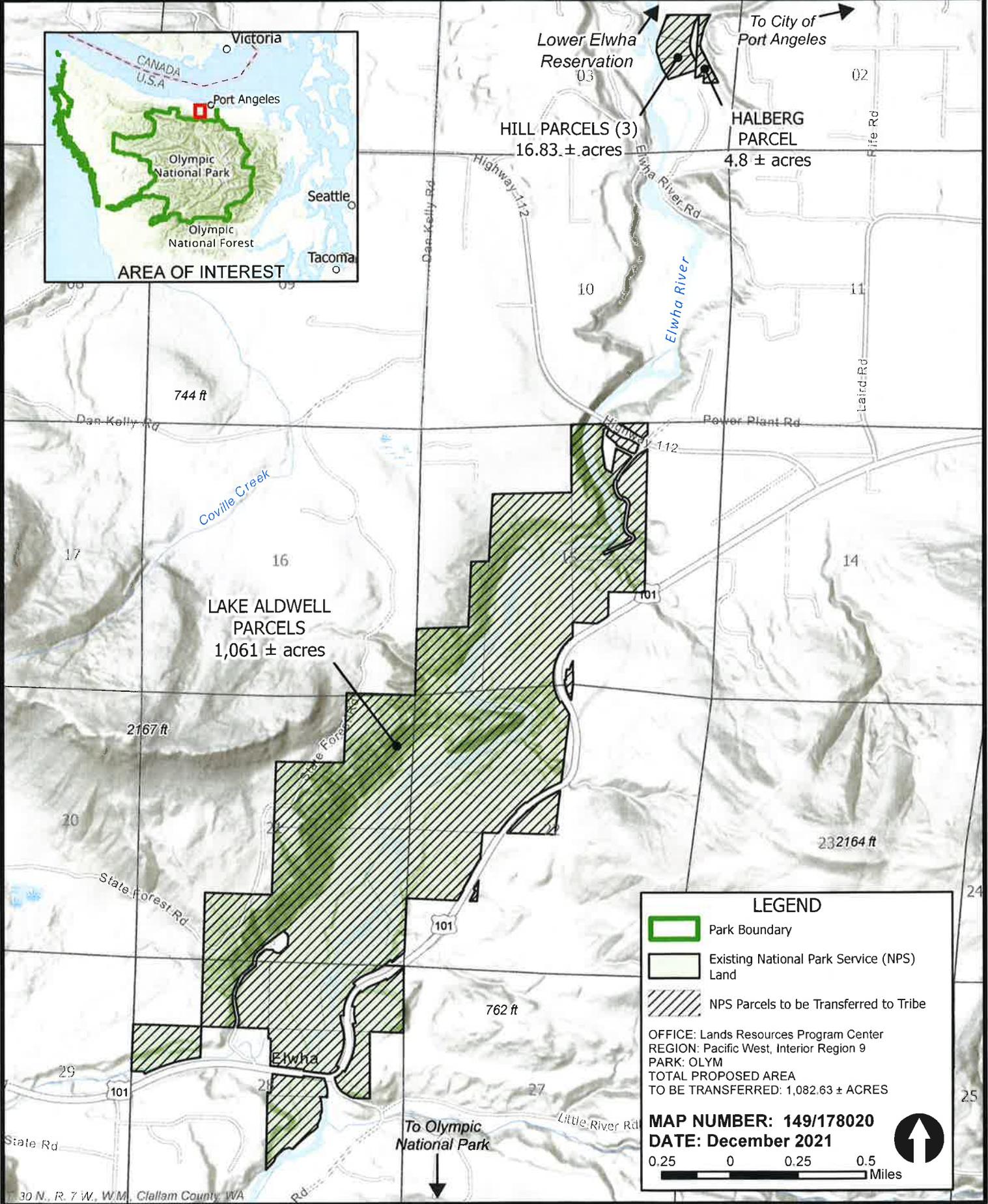
CMF Commissioner Mike French

m moved  
m motion carried  
s seconded

**DRAFT**

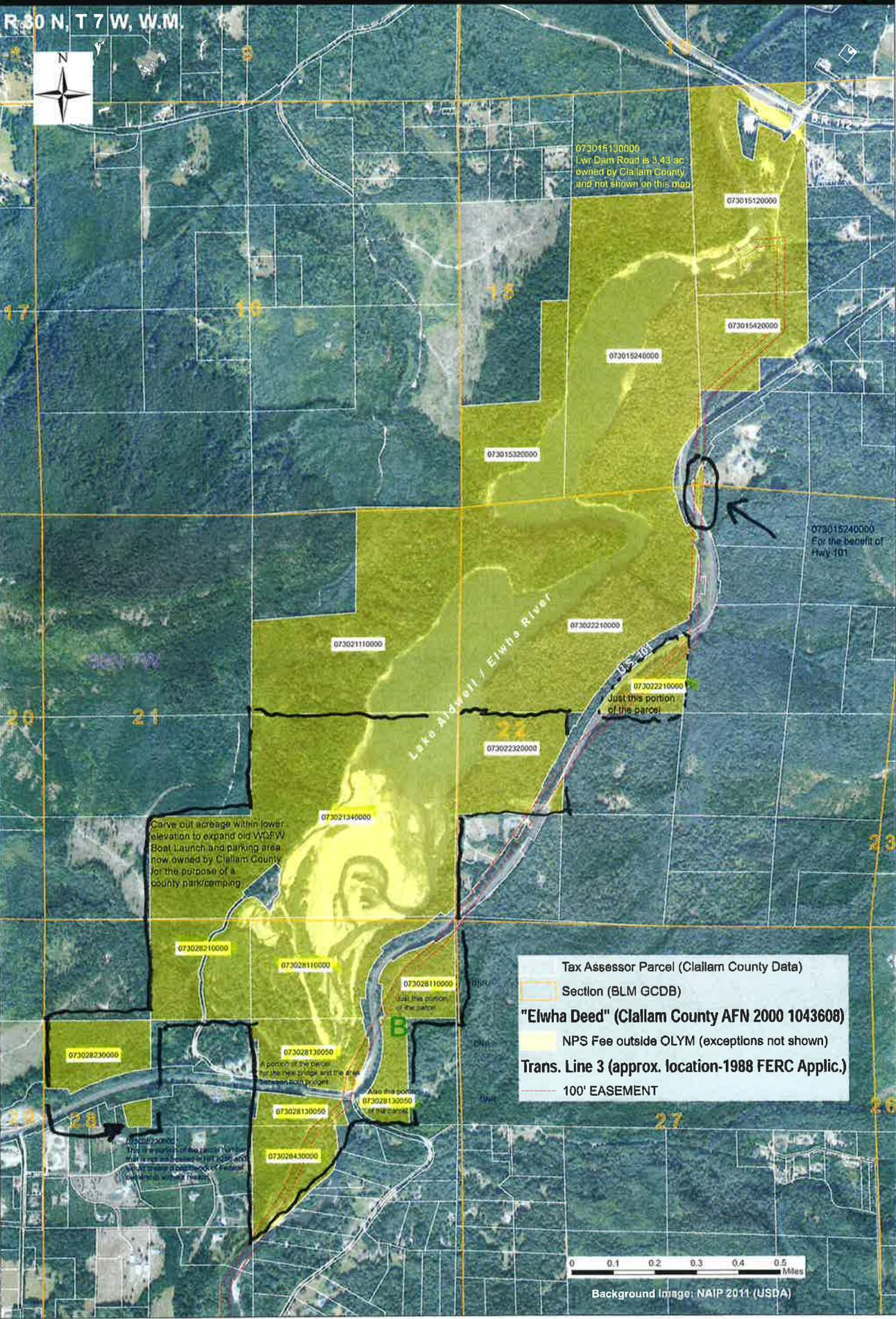
# Olympic National Park Proposed Transfer of Elwha Lands

National Park Service  
U.S. Department of the Interior





R. 30 N, T 7 W, W.M.



Carve out acreage within lower elevation to expand old WDFW Boat Launch and parking area now owned by Clallam County for the purpose of a county park/camping

073015130000  
Lwr Dam Road is 3.43 ac owned by Clallam County and not shown on this map

073022210000  
Just this portion of the parcel

Lake Aldwell / Elwha River

**Tax Assessor Parcel (Clallam County Data)**

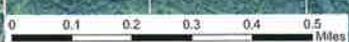
**Section (BLM GCDB)**

**"Elwha Deed" (Clallam County AFN 2000 1043608)**

**NPS Fee outside OLYM (exceptions not shown)**

**Trans. Line 3 (approx. location-1988 FERC Applic.)**

**100' EASEMENT**



Background Image: NAIP 2011 (USDA)



**CLALLAM COUNTY**  
 Department of Community Development  
 County Courthouse  
 223 E. 4th St., Suite 5  
 Port Angeles, WA 98362-3015  
 Phone: (360) 417-2323  
 Fax: (360) 417-2443  
[bruce.emery@clallamcountywa.gov](mailto:bruce.emery@clallamcountywa.gov)

Bruce Emery  
 RV Ordinance  
 2-24-26

**Memorandum**

Date: February 20, 2026  
 To: Public  
 From: Bruce Emery, DCD Director  
 Re: RV Occupancy Regulations, Current and Proposed

The following Table compares existing and proposed regulations for long-term (> 30 days) occupancy of recreational vehicles in Clallam County:

<b>RV Use Regulations, Current &amp; Proposed</b>		
<b>RV Use Standards (long-term occupancy)</b>		
<b>Issue</b>	<b>Current Regulation</b>	<b>Proposed Regulation</b>
Definition of RV Park	Two or more RVs	2 or more occupied RVs, 2nd RV may be occupied with CUP
RVs allowed on-site	One	Two. Others stored out of sight
Duration of occupancy	With a house, 90 days. Code is silent on vacant property.	Indefinite
Must be licensed & in working order	Required	Required
Power source other than generator	Code is silent	Required
Approved sewage disposal & water	Required	Required
Placed outside structural setback	Code is silent	Required
Placed outside critical areas/buffers	Required	Required
Placed outside of easements & R/W	Required	Required
<b>Vacation Rental Standards</b>		
<b>Issue</b>	<b>Current Regulation</b>	<b>Proposed Regulation</b>
Structure type	Stick-built or manufactured home	Same, but Also allows Park Model RVs as STRs

The proposed changes in the RV Use Ordinance, while affecting several chapters of the Zoning Code and Building and Construction Code, the difference between existing and proposed regulations are not that substantial. As noted in the preceding table, there are two areas where the proposed regulation adds additional restrictions, including:

- Requiring an approved power source other than a generator, and
- Requiring RVs be placed outside of structural setbacks from property lines.

In contrast, there are four areas in which the proposed Ordinance would allow an expansion of use over existing regulations:

- Allowing the presence of a second RV,
- Allowing occupancy of the 2<sup>nd</sup> RV through issuance of a conditional use permit,
- Allowing additional RVs on the property if stored out of sight, and
- Removal of the 90-day occupancy restriction for properties with a house.

The proposed Ordinance also allows the expansion of the types of structures that can be used for vacation rentals to include Park Model RVs.

**What's Next.** The Scope of the original Ordinance was broad, including six Chapters of the County Code. To simplify the project, it is being divided into three separate Ordinance proposals:

- Incorporate accessory dwelling unit changes (except regarding RV occupancy) into the Zoning Text Amendment required as part of the County's Comprehensive Plan Update,
- Use of Park Models as vacation rentals to be processed separately as its own ordinance update, and
- Remand the RV use component to the Planning Commission for simplification and consideration of changes as directed by the BOCC.

Please note that the proposed Ordinance is not intended to regulate or otherwise impact the normal recreational use of an RV, of impact occupancy or other use elements for RVs located within an approved or grandfathered RV Park.

For more information, please contact the Planning Division office at 360-417-2420, or email me at [bruce.emery@clallamcountywa.gov](mailto:bruce.emery@clallamcountywa.gov). Thank you for your interest in this matter.

Sincerely,



Bruce Emery, Director  
Clallam County DCD

1d



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

MAR 03 2026

Department: DCD

WORK SESSION  Meeting Date: 2/23/2026

REGULAR AGENDA  Meeting Date: 3/3/2026

Required originals approved and attached?

Will be provided on:

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other: Request for Qualifications for Geotechnical Assessment on McDonald Creek

Documents exempt from public disclosure attached:

**Executive summary:** We have designs and funding to construct new diversion infrastructure for the McDonald Creek Fish Passage and Irrigation Project. We are seeking qualifications for consultants to provide an additional geotechnical assessment after management actions altered slopes and potentially changed stability and erosion conditions at the site. This will help determine if the designs are still feasible and provide alternative recommendations if needed.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**  N/A

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please sign the Request for Qualifications notice.

**County Official signature & print name:** Bruce Emery 

**Name of Employee/Stakeholder attending meeting:** Chase O'Neil

**Relevant Departments:** DCD

**Date submitted:** 02/17/2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Agenda Item Summary\_Geotech\_20260126  
Revised: 3-04-2019

REQUEST FOR PROPOSALS/QUALIFICATIONS

Clallam County is soliciting proposals from interested parties to provide a geotechnical assessment and recommendations for a water diversion facility on McDonald Creek near US Highway 101 to the Board of Clallam County Commissioners. A geotechnical evaluation of the site was completed in 2020, prior to recent work on the diversion and embankment. The County is seeking geotechnical reconnaissance-site reconnaissance of bank stability, geotechnical analysis and report addendum. Proposals will be received at 223 East 4<sup>th</sup> Street, Room 150, Port Angeles, Washington until 10 a.m., Tuesday, March 24<sup>th</sup>, 2026 at which time they will be opened publicly and read aloud.

The sealed proposals must be clearly marked on the outside of the envelope, "Bid Proposal – Geotechnical Assessment for McDonald Creek." Address proposal to: Board of Clallam County Commissioners, 223 East 4th Street, Suite 4, Port Angeles, Washington 98362 or hand-deliver to 223 East 4th Street, Room 150, Port Angeles, Washington. Documents delivered to other offices and received late by the Commissioners' Office will not be considered nor will ones received by facsimile or e-mail. Submittals made in an incorrect format will not be considered.

An informational packet on preparing a proposal may be obtained Monday through Friday, 8 a.m. to 4:30 p.m., from Chase O'Neil, Clallam County Department of Community Development, 223 E.4<sup>th</sup> Street Port Angeles, WA 360-417-2322 or email chase.oneil@clallamcountywa.gov.

Clallam County hereby notifies all that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined in Title VI of the Civil Rights Act of 1964 at 49 CFR Part 23 will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2026

ATTEST:

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Loni Gores, MMC, Clerk of the Board

\_\_\_\_\_  
Mike French, Chair

c: Department  
Tickle

Publish: March 6<sup>th</sup> and 13<sup>th</sup>  
Bill: DCD

Clallam County  
Request for Qualifications: Geotechnical Services  
for McDonald Creek Irrigation and Fish Passage Improvement Project

**Objective**

Clallam County ('the County'), a municipal corporation of the State of Washington, seeks qualifications for consultants interested in providing a geotechnical assessment and recommendations for a water diversion facility on lower McDonald Creek near US Highway 101. The County contracted a geotechnical evaluation for the site in 2020 and would like an additional assessment after management actions altered slopes at the site. Specifically, the County is looking for advice on long-term slope stability and bank erosion in relation to current designs for new diversion infrastructure. The County seeks consultants that are licensed in the State of Washington with experience in geotechnical assessments, slope stability, and water diversion structures.

**Background**

McDonald Creek (also known locally as McDonnell Creek) is located west of the Dungeness River in Water Resource Inventory Area 18. Continuous flow measurements are not available for McDonald Creek, but precipitation ranges from 18 inches in Sequim to 65 inches in the headwaters in Olympic National Park. Peak flows in McDonald Creek are dominated by winter rains and spring snowmelt, with dry summers creating low stream flow conditions typically from July through September. United States Geological Survey has collected flow measurements; ranging from less than 1 cfs (late summer to early fall) and 20-25 cfs (mid to late spring). ESA-Listed Puget Sound Steelhead, Coho, late chum, Cutthroat, and Pacific lamprey utilize McDonald Creek up to RM 5.2 where salmonid migration is blocked by a natural barrier.

Lower McDonald Creek lies between the cities of Sequim (east) and Port Angeles (west) on the Northern end of the Olympic Peninsula. The project site is on county-owned land and is located just upstream (south) of the US Route 101 crossing (48° 5' 20.25" N, 123° 14' 11.47" W), see map next page.

Agnew Irrigation District has historic water rights in McDonald Creek and the Dungeness River. On the project site (RM 3.1), Agnew Irrigation District has an easement for their infrastructure to divert water from McDonald Creek and provide irrigation water for their district. Additionally, Agnew Irrigation District pipes water from the Dungeness River and adds this flow to McDonald Creek at RM 5.0.

**Approved as to form only by:**

  
**Jay Reno**  
**Civil Deputy Prosecuting Attorney**  
**Clallam County**

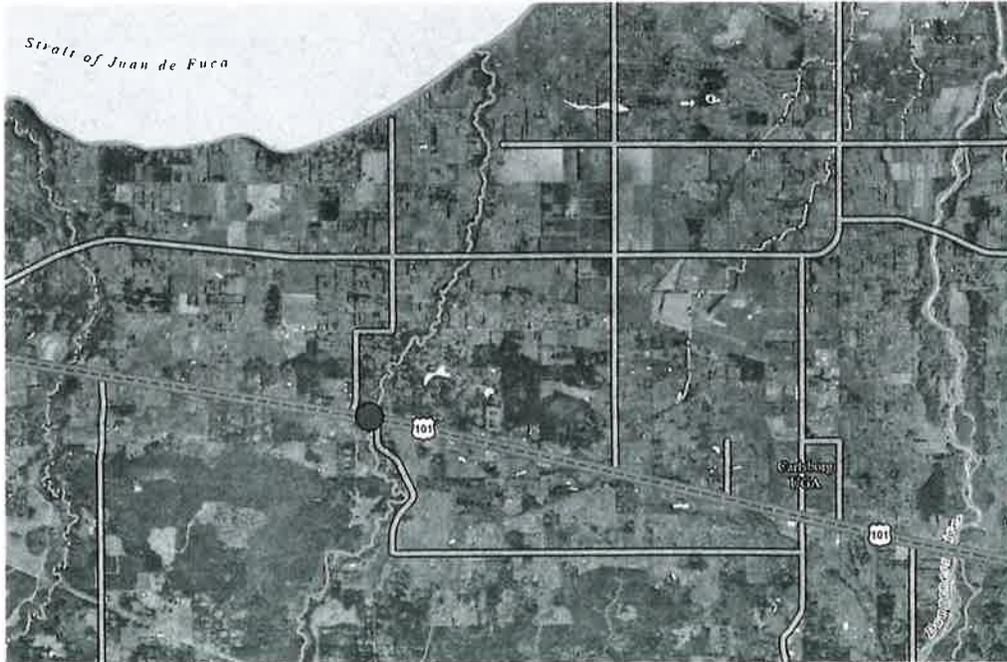


Figure 1 Map with project site (red dot).

The existing diversion structure consists of a concrete dam, a Denil fishway and diversion channel along the right (east) side of the creek, upstream of the US 101 bridge crossing. Approximately 500 ft downstream of the concrete dam is a rotating drum fish screen. The structure currently inhibits passage for both adult and juvenile salmonids according to the Washington Department of Fish and Wildlife. To remedy the fish passage barrier, an updated irrigation outtake was designed, permitted, and funded by Department of Ecology, US Fish and Wildlife Service and the Salmon Recovery Funding Board.



Figure 1 Photo of diversion channel (left) and concrete dam (right).

In April 2025, an earthen embankment was constructed along the right (east) bank of the creek for the diversion and maintenance access. Construction of the embankment included some excavation into toe of hillslope which may have increased slope instability. The right bank hillslopes along the creek are about 45 degrees and the left bank about 30 degrees, with localized steeper sections where there is active erosion. The creek at the diversion dam is approximately 55 feet in width and bounded by steep slopes on either side. The diversion flows along the toe of the creek's right bank on a berm that is about 10 feet wide and approximately 3 feet above the creek bed.



*Figure 2 Photos in March 2025, before the construction work.*



*Figure 3 Photos in April 2025 after the construction work.*

See McDonald Creek Project Manual for the 2020 geotechnical report, current design plans and other details.

### **Scope of Work**

The County is looking for a consultant to provide:

- Geotechnical report evaluating the site and changes
  - Comparing the 2020 geotechnical report to new conditions
  - Assessing the site for slope stability and erosion concerns
  - Advice on feasibility of current designs with site changes
  - Advice on alternatives: piping, moving facility downstream, etc.

### **Eligible proposers**

Submissions will be accepted from individuals, organizations (profit or non-profit), or other collaborative arrangements that:

- Are qualified and licensed to conduct business in the State of Washington and Clallam County.
- If a corporation or limited liability company, it must be in good standing with the Washington Secretary of State, and
- Possess knowledge sufficient to perform professional services to successfully perform the Scope of Work described herein.

### **Source of Funds**

Funding for the scope of work will be provided through a Federal Fisheries Restoration and Irrigation Mitigation Act (FIRMA) grant.

### **Qualifications, bid requirements, and submission process**

The County asks the consultants to prepare a qualification packet that outlines:

- Key personnel qualifications with relevant project experience
- Qualifications/expertise of firm/company
- Familiarity with project elements (diversion infrastructure, slope stability, etc.)
- Estimated cost of services
- References

Any questions regarding the RFQ must be submitted to the Clallam County Habitat Biologist via email. Questions will be posted with responses and shared with all parties expressing interest in the project. Address all RFQ questions by email to: [chase.oneil@clallamcountywa.gov](mailto:chase.oneil@clallamcountywa.gov)

Submissions pursuant to this RFQ shall constitute acknowledgement and acceptance of the terms and conditions set forth herein. Portions of the RFQ and the contents of the submission may become contractual obligations if an agreement is awarded. Failure of the successful Proposer to accept these obligations may result in cancellation of the award. The County reserves the right to withdraw this RFQ at any time without prior notice. All proposals submitted in response to the RFQ become the property of the County and will be a public record after the selection process is completed.

Sealed qualification submissions must be clearly marked on the outside of the envelope: "Bid Proposal – Geotechnical Assessment for McDonald Creek." They should be sent to 223 East 4<sup>th</sup> Street, Suite 4, Port Angeles, Washington or hand-delivered to 223 East 4<sup>th</sup> Street, Room 150, Port Angeles, Washington. They must be received by 10 a.m., Tuesday, March 24<sup>th</sup>, 2026, at which time they will be opened publicly and read aloud. Submissions that are not received by this date and time will be sent back unopened. The County only accepts physical qualification submissions; there is no online/email submittal process.

The County will conduct a preliminary evaluation of all submissions to determine compliance with requirements and mandatory document submissions. The County reserves the right to

request additional information to clarify the content of a submission. The County, at its sole discretion, reserves the right to accept or reject any or all submissions.

### **Preliminary Schedule**

<b>Event</b>	<b>Date</b>
Release of Request for Qualifications	March 3, 2026
Qualification submissions due	March 24, 2026
Submissions opened by commissioners	March 24, 2026
County review of applicants	March 24-27, 2026
Notify selected consultant	March 27, 2026
Contract begins	April 14, 2026 (tentative)
Final report submitted, i.e., work is complete	May 15, 2026 (tentative)

### **Contract Award Process**

County Staff will review the applications and, based on the evaluation criteria listed above, select one proposer to recommend to the Board of County Commissioners. The Board of County Commissioners will approve the recommendation unless it determines staff has not properly applied the above evaluation criteria. In that case, the Board of County Commissioners shall return the recommendation to staff with instructions to re-evaluate the submissions.

The proposer selected to perform the services outlined in this RFQ will enter into an agreement, approved as to form by the County Attorney, directly with Clallam County.

The County reserves the right to verify the information received in the submission. If the proposer knowingly and willfully submits false information or data, the County reserves the right to reject that submission. If it is determined that an agreement was awarded as a result of false statements, or other data submitted in response to this RFQ, the County reserves the right to terminate the agreement.

### **Non-Discrimination and Equal Opportunity**

Clallam County complies with state and federal laws prohibiting discrimination on the basis of any protected status. In accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, the County commits to nondiscrimination on the basis of disability in all of its programs and activities. In accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §2000d to 2000d-4) and the Regulations, the county will affirmatively ensure that in this RFQ process and in any contract entered into pursuant to this RFQ, disadvantaged business enterprises will be afforded full and fair opportunity and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award. Women- and minority-owned business enterprises and veteran-owned firms are encouraged to respond to this opportunity.

## **Contractual Terms and Conditions**

The successful Proposer will be expected to execute a contract with the County on a form that is approved by the County Attorney. A sample of the County's "Personal Services Contract" is available at request and may be modified at the County's discretion or as negotiated between the County and selected Proposer. The Proposer's standard contract may be used with preapproval by the County's Attorney. If Proposer's submission is incorporated by reference into the executed contract, the terms and conditions of the contract will have priority over any potentially contradictory language in the submission. The County anticipates a contract through May 15, 2026 with no automatic renewal. However, options for extensions may be negotiated. The County reserves the right to negotiate all elements with the apparent successful Proposer to ensure that the best possible consideration is afforded to all concerned. County representatives and the selected finalist will review in detail all aspects of the requirements and the submission. During the review the Proposer may offer, and the county may accept, revisions to their submission.

2a  
MAR 03 2026



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract #11322-25-SVS-CM Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and Sarge's Veteran Support for Sarge's Place full-time Case Manager updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign

**County Official signature & print name:**  Jennifer Oppelt  
**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 10, 2026

**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**



THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Sarge's Veteran Support  
Address: 250 Ash Ave  
Forks, WA 98331  
Phone No: 360-374-5252

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30th day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

CONTRACTOR

\_\_\_\_\_  
Cheri Tinker, Executive Director

Print name: Cheri Tinker

Title: Executive Director

Date: 2/10 2026

CLALLAM COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Mike French, Chair

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

This contract provides funding for **Sarge’s Place full-time Case Manager**. The case manager works with clients daily, assessing their needs, aiding with medical, mental health, and dental appointments as well as connecting Veterans to community resources as required by their specific needs. The case manager also aids Veterans within Clallam County with referrals and connectivity to help prevent them from becoming homeless.

The funding for this amendment covers:

- Case Manager position for funding periods 2025-2026 and 2026-2027

Maximum amended funding for this contract is **\$60,000.00** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**

July 1, 2025 – June 30, 2026

<b>SERVICE</b>	<b>Contract Amount</b>	<b>Amended Funding</b>	<b>Total Funded Amount</b>
Case Manager	\$20,000.00	\$20,000.00	\$40,000.00
<b>TOTAL</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>	<b>\$40,000.00</b>

July 1, 2026 – June 30, 2027

<b>SERVICE</b>	<b>MAXIMUM REIMBURSED BY COUNTY</b>
Case Manager	\$20,000.00
<b>TOTAL</b>	<b>\$20,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of sixty thousand DOLLARS (\$60,000.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify)

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify)

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify)

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):

20

MAR 03 2026



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

**Department: Health & Human Services**

**WORK SESSION**     **Meeting Date:** February 23, 2026

**REGULAR AGENDA**    **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract #11322-25-SVS-RU Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and Sarge's Veteran Support for Sarge's Veteran Support Kitchen Remodel & Utilities program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign

**County Official signature & print name:**  Jennifer Oppelt

**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 10, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**



THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Sarge's Veteran Support  
Address: 250 Ash Ave  
Forks, WA 98331  
Phone No: 360-374-5252

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30th day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Cheri Tinker, Executive Director

\_\_\_\_\_  
Mike French, Chair

Print name: Cheri Tinker

Title: Executive Director

Date: 2/10 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

The **Sarge’s Veteran Support Kitchen Remodel & Utilities** program will remodel the kitchen at the Sarge’s Place shelter. This remodel will make the space ADA accessible, create more working space within the area to accommodate more than one person at a time, replace the kitchen island and cabinets, and replace deteriorating plumbing fixtures. The Recipient shall ensure that the Affordable Housing Funds requested are necessary eligible uses under the criteria set forth in RCW 36.22.250 and described in detail in Attachment A as well as competitive bid and prevailing wage in compliance with Washington State Labor and Industries Standard. Documentation of the competitive bid process and prevailing wage will be submitted with appropriate billing. This funding will also cover cost of utilities (electricity, water, heating and cooling) for Sarge’s Place Shelter, Hobucket House, Camp Sol Duc, and Sarge’s Place apartments.

The funding for this amendment covers:

- Kitchen remodel for Sarge’s Place Shelter (ADA accessible, replace kitchen island and cabinets, and replace plumbing fixtures) for funding period 2025-2026.
- Utilities (electricity, water, heating and cooling) for Sarge’s Place Shelter, Sarge’s Place apartments, Hobucket House, and Camp Sol Duc for funding periods 2025-2026 and 2026-2027.

Maximum amended funding for this contract is **\$84,999.70** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

SERVICE	Contracted Amount	Amended Funding	Total Funded Amount
Kitchen remodel (ADA accessible, replace island, cabinets, and plumbing fixtures)	\$10,790.70	\$34,209.00	\$44,999.70
Utilities (electricity, water, heating and cooling)	\$20,000.00	\$0.00	\$20,000.00
<b>TOTAL</b>	<b>\$30,790.70</b>	<b>\$34,209.00</b>	<b>64,999.70</b>

July 1, 2026 – June 30, 2027

SERVICE	MAXIMUM REIMBURSED BY COUNTY
Utilities (electricity, water, heating and cooling)	\$20,000.00
<b>TOTAL</b>	<b>\$20,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of eighty four thousand nine hundred ninety nine DOLLARS and seventy CENTS (\$84,999.70) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify)

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify)

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify)

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):



20  
MAR 03 2026

# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract # 11322-25-HFCC-ES Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and Healthy Families of Clallam County for the Emergency Shelter program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign.

**County Official signature & print name:**  Jennifer Oppelt

**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 10, 2026



**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Healthy Families of Clallam County  
Address: 1210 East Front Street, Suite C  
Port Angeles, WA 98362  
Phone N<sup>o</sup>: 360-452-3811

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30th day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_ .

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS

Leslie Bond  
Leslie Bond, Executive Director

\_\_\_\_\_  
Mike French, Chair

Print name: Leslie Bond

Title: Executive Director

Date: February 10, 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO FORM BY THE CLALLAM COUNTY PROSECUTING ATTORNEY

**SCOPE OF WORK**

The **Healthy Families Emergency Shelter** funding will provide a portion of the rental costs for six emergency shelter units that provide temporary housing for women, men, and their children fleeing intimate partner violence. The emergency shelter is fully furnished and includes all necessary cleaning, laundry, and other supplies for residents. The housing is short-term, and residents work closely with a housing navigator to secure permanent housing. This housing will be low-barrier, client-driven, and supported by trauma-informed care, with a strong emphasis on cultural sensitivity and compassion.

The funding for this amendment covers:

- Partial rental costs of 6 emergency housing units for funding periods 2025-2026 and 2026-2027.

Maximum amended funding for this contract is **\$76,135.65** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

<b>SERVICE</b>	<b>Contracted Amount</b>	<b>Amended Funding</b>	<b>Total Funded Amount</b>
Rent for Emergency Shelter Units	\$32,104.65	\$11,926.35	\$44,031.00
<b>TOTAL</b>	<b>\$32,104.65</b>	<b>\$11,926.35</b>	<b>\$44,031.00</b>

July 1, 2026 – June 30, 2027

<b>SERVICE</b>	<b>MAXIMUM REIMBURSED BY COUNTY</b>
Rent for Emergency Shelter Units	\$32,104.65
<b>TOTAL</b>	<b>\$32,104.65</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of seventy six thousand one hundred thirty five DOLLARS and sixty five CENTS (\$76,135.65) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):

2d  
MAR 03 2026



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract # 11322-25-HFCC-SH Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and Healthy Families of Clallam County for the Safely Home program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign.

**County Official signature & print name:**  Jennifer Oppelt  
**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 10, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

HFCC-SH AIS 2  
Revised: 3-04-2019



**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Healthy Families of Clallam County  
Address: 1210 East Front Street, Suite C  
Port Angeles, WA 98362  
Phone N<sup>o</sup>: 360-452-3811

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30th day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this            day of            20            .

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Leslie Bond, Executive Director

\_\_\_\_\_  
Mike French, Chair

Print name: Leslie Bond

Title: Executive Director

Date: February 10, 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

The **Safely Home Project** will provide support services by utilizing a housing navigator, at no charge to victims/survivors of domestic violence, sexual assault, and crime who are homeless or at risk of homelessness. These support services will include a .68 FTE, housing navigator to assist individuals and families utilizing Healthy Families of Clallam County's (HFCC) services and those staying at HFCC's low barrier domestic violence shelter find safe permanent housing in Clallam County. The housing navigator will assist HFCC clients in finding and sustaining permanent housing through case management and tailored housing plans. These plans will address the specific needs and barriers each client faces, helping them identify and access housing opportunities through our community partners.

The funding for this amendment covers:

- Housing Navigator position for funding periods 2025-2026 and 2026-2027

Maximum amended funding for this contract is **\$122,677.00** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**

July 1, 2025 – June 30, 2026

<b>SERVICE</b>	<b>Contracted Amount</b>	<b>Amended Funding</b>	<b>Total Funded Amount</b>
Housing Navigator	\$50,000.00	\$22,677.00	\$72,677.00
<b>TOTAL</b>	<b>\$50,000.00</b>	<b>\$22,677.00</b>	<b>\$72,677.00</b>

July 1, 2026 – June 30, 2027

<b>SERVICE</b>	<b>MAXIMUM REIMBURSED BY COUNTY</b>
Housing Navigator	\$50,000.00
<b>TOTAL</b>	<b>\$50,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of one hundred twenty-two thousand six hundred seventy seven DOLLARS (\$122,677.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

*re*  
MAR 03 2026

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- |   |  |                                      |
|---|--|--------------------------------------|
| <input type="checkbox"/> Call for Hearing | <input checked="" type="checkbox"/> Contract/Agreement/MOU - Contract #11322-25-SHCC Amendment 2 |                                      |
| <input type="checkbox"/> Resolution       | <input type="checkbox"/> Proclamation  | <input type="checkbox"/> Budget Item |
| <input type="checkbox"/> Draft Ordinance  | <input type="checkbox"/> Final Ordinance   | <input type="checkbox"/> Other       |

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and Serenity House of Clallam County for the Serenity House Shelter Aides program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Please approve and sign

**County Official signature & print name:**  Kevin LoPiccolo

**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 11, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Serenity House of Clallam County  
Address: 2203 W. 18<sup>th</sup> Street  
Port Angeles, WA 98363  
Phone N<sup>o</sup>: 360-452-9866

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30th day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this            day of            20            .

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS

Sharon E. Maggard  
Sharon Maggard, Executive Director

\_\_\_\_\_  
Mike French, Chair

Print name: Sharon Maggard

Title: Executive Director

Date: February 9 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

The **Serenity House Shelter Aides Funding** program is to support 24x7 operations. This amended funding is to be used for 5 shelter aides that are required to provide: security, safety, cleaning/janitorial duties, service coordination, and program reporting in the Homeless Management Information System (HMIS). This program provides access to 3 meals per day, showers, assigned sleeping space, laundry, AA and NA meetings, access to medical/health providers on premises, and connection to housing services, veterans services and other agencies. The site requires 24x7 operations to also provide a medical respite program, in collaboration with CCHHS and OPCC. The program has grown from 4 to 6 beds.

The funding for this amendment covers:

- Shelter Aides Days – Three full time positions for funding periods 2025-2026 and 2026-2027
- Shelter Aides Nights – One full time position for funding periods 2025-2026 and 2026-2027
- Shelter Aides Nights – One full time position for funding period 2025-2026

Maximum amended funding for this contract is **\$346,000.00** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

SERVICE	Contract Amount	Amended Funding	Total Funded Amount
Shelter Aides Days (3 FTE)	\$128,000.00	\$0.00	\$128,000.00
Shelter Aides Nights (1 FTE)	\$10,000.00	\$30,000.00	\$40,000.00
Shelter Aides Nights (1FTE)	\$0.00	\$40,000.00	\$40,000.00
<b>TOTAL</b>	<b>\$138,000.00</b>	<b>\$70,000.00</b>	<b>\$208,000.00</b>

July 1, 2026 – June 30, 2027

SERVICE	MAXIMUM REIMBURSED BY COUNTY
Shelter Aides Days (3 FTE)	\$128,000.00
Shelter Aides Nights (1 FTE)	\$10,000.00
<b>TOTAL</b>	<b>\$138,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of three hundred forty six thousand DOLLARS (\$346,000.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i>Name/Position</i>	<i>Hourly Rate</i>
----------------------	--------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

28  
MAR 03 2026

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- |   |  |                                      |
|---|--|--------------------------------------|
| <input type="checkbox"/> Call for Hearing | <input checked="" type="checkbox"/> Contract/Agreement/MOU - Contract #11322-25-TAFY-BTG Amendment 2 |                                      |
| <input type="checkbox"/> Resolution       | <input type="checkbox"/> Proclamation  | <input type="checkbox"/> Budget Item |
| <input type="checkbox"/> Draft Ordinance  | <input type="checkbox"/> Final Ordinance   | <input type="checkbox"/> Other       |

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and the Bridging the Gap 12 program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign

**County Official signature & print name:**  Jennifer Oppelt

**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 10, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

TAFY BTG Amend AIS 2  
Revised: 3-04-2019



**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: The Answer for Youth (TAFY)  
Address: 826 E. First Street  
Port Angeles, WA 98362  
Phone N<sup>o</sup>: 360-670-4363

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless otherwise provided as provided elsewhere in the Agreement, end on the 30th day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CONTRACTOR

  
Susan Hillgren, Director

CLALLAM COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Mike French, Chair

Print name: Susan Hillgren

Title: Director

Date: FEB 10 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AND ACCEPTED TO BE BOUND BY THE CLALLAM COUNTY BOARD OF COMMISSIONERS TO THE CLALLAM COUNTY ATTORNEY

**SCOPE OF WORK**

The **Bridging The Gap 12** program will provide operational funding that supports The Answer For Youth (TAFY). Support includes up to 0.25 of the director’s salary, mortgage, utilities, repairs and maintenance, insurance, L&I, property taxes, storage units, and technology (fire system, database hosting, internet).

The funding for this amendment covers:

- Up to 0.25 FTE of the Director’s salary for funding periods 2025-2026 and 2026-2027
- Repairs/Maintenance for funding periods 2025-2026 and 2026-2027
- Utilities for funding periods 2025-2026 and 2026-2027s
- Insurance (D&O, Property) for funding period 2025-2026 and 2026-2027
- L&I for funding periods 2025-2026 and 2026-2027
- Technology for funding periods 2025-2026 and 2026-2027
- Storage Units for funding periods 2025-2026 and 2026-2027

Maximum amended funding for this contract is **\$78,142.00** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

SERVICE	Contracted Amount	Amended Funding	Total Funded Amount
Director Salary (.25 FTE)	\$100.00	\$11,900.00	\$12,000.00
Repairs/Maintenance	\$4,000.00	\$3,000.00	\$7,000.00
Utilities	\$15,000.00	\$0.00	\$15,000.00
Insurance (D&O, Property)	\$3,000.00	\$3,050.55	\$6,050.55
Storage	\$2,900.00	\$0.00	\$2,900.00
L&I	\$1,000.00	\$60.00	\$1,060.00
Technology	\$4,000.00	\$131.45	\$4,131.45
<b>TOTAL</b>	<b>\$30,000.00</b>	<b>\$18,142.00</b>	<b>\$48,142.00</b>

July 1, 2026 – June 30, 2027

SERVICE	MAXIMUM REIMBURSED BY COUNTY
Director Salary (.25 FTE)	\$100.00
Repairs/Maintenance	\$4,000.00
Utilities	\$15,000.00
Insurance (D&O, Property)	\$3,000.00
Storage	\$2,900.00
L&I	\$1,000.00
Technology	\$4,000.00
<b>TOTAL</b>	<b>\$30,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of seventy eight thousand one hundred forty two DOLLARS (\$78,142.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

29

MAR 03 2026

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract #11322-25-TAFY-SO Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and The Answer for Youth (TAFY) for the Starfleet Operations program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign

**County Official signature & print name:**  Jennifer Oppelt

**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 10, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

TAFY SO Amend AIS 2  
Revised: 3-04-2019



**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: The Answer for Youth (TAFY)  
Address: 826 E. First St  
Port Angeles, WA 98362  
Phone No: 360-670-4363

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

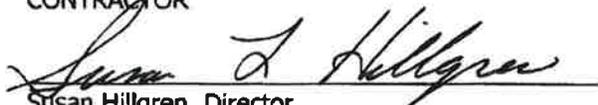
copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1<sup>st</sup> day of July 2025 and shall, unless provided as provided elsewhere in the Agreement, end on the 30<sup>th</sup> day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_.

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS

  
Susan Hillgren, Director

\_\_\_\_\_  
Mike French, Chair

Print name: Susan Hillgren

Title: Director

Date: FEB 10 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

The **Starfleet Operations** program provides free housing for 6 months for people who come directly from inpatient substance use treatment or jail/prison that allows them to remain sober. Clients will be provided with support services needed to exit them employed, housed, and in stable recovery.

The funding for this amendment covers:

- Rental Subsidies for funding periods 2025-2026 and 2026-2027
- Clothing costs for funding periods 2025-2026 and 2026-2027
- Utility Deposit Assistance for funding periods 2025-2026 and 2026-2027
- Transportation costs for funding periods 2025-2026 and 2026-2027
- Housing Deposits for funding periods 2025-2026 and 2026-2027
- Wellness Passes for funding periods 2025-2026 and 2026-2027
- Medical - prescriptions/eyeglasses for funding periods 2025-2026 and 2026-2027

Maximum amended funding for this contract is **\$29,458.00** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

SERVICE	Contracted Amount	Amended Funding	Total Funded Amount
Rental Subsidies	\$1,000.00	\$1,120.00	\$2,120.00
Clothing	\$2,900.00	\$280.00	\$3,180.00
Utility Deposit Assistance	\$1,000.00	\$0.00	\$1,000.00
Transportation	\$1,000.00	\$1,498.00	\$2,498.00
Housing Deposits	\$1,000.00	\$60.00	\$1,060.00
Wellness Passes	\$5,000.00	\$1,000.00	\$6,000.00
Medical – Prescriptions/Eyeglasses	\$100.00	\$1,500.00	\$1,600.00
<b>TOTAL</b>	<b>\$12,000.00</b>	<b>\$5,458.00</b>	<b>\$17,458.00</b>

July 1, 2026 – June 30, 2027

SERVICE	MAXIMUM REIMBURSED BY COUNTY
Rental Subsidies	\$1,000.00
Clothing	\$2,900.00
Utility Deposit Assistance	\$1,000.00
Transportation	\$1,000.00
Housing Deposits	\$1,000.00
Wellness Passes	\$5,000.00
Medical – Prescriptions/Eyeglasses	\$100.00
<b>TOTAL</b>	<b>\$12,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of twenty nine thousand four hundred fifty eight DOLLARS (\$29,458.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):



zh

# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

MAR 03 2026

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract #11322-25-BGC Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and the Boys and Girls Clubs of the Olympic Peninsula for the Teen Homelessness Prevention and Resources program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign

**County Official signature & print name:**  Jennifer Oppelt

**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 10, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

B&G Amend AIS 2  
Revised: 3-04-2019



### PERSONAL SERVICES AGREEMENT AMENDMENT 2

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: The Boys & Girls Clubs of the Olympic Peninsula  
Address: 400 W. Fir Street  
Sequim, WA 98382  
Phone No: 360-683-8095 x302

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30th day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS

Mary Budke  
Mary Budke, CEO

\_\_\_\_\_  
Mike French, Chair

Print name: Mary Budke

Title: CEO

Date: 2/9/2024 ~~2025~~

*MB*

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

The **Teen Homelessness Prevention and Resources** program will work to reduce homelessness by breaking the cycle for at-risk youth, preventing those at risk from becoming homeless and helping lift those experiencing homelessness. The program will provide training and support in areas such as workforce readiness, employment skills, high school completion, college entrance, self-esteem, and access to other available resources and services. The program will also provide training in everyday life skills such as cooking, shopping, caring for possessions, budgeting, and navigating the healthcare system. Supportive adult guidance and program facilitation will be available in each Clubhouse after school until 8pm weeknights and for 4 hours on Saturdays in both Sequim and Port Angeles. Teens will receive a nutritious meal during the evening hours. Teens will receive assistance with homework and participate in structured programs and receive mentoring on relationships, workforce preparedness and general life coaching. Starting in mid-June, we will expand our hours for summer break, running from 12–8 PM on weekdays. Youth will be provided with a safe, supervised environment and free meals. The program will be led by Teen Coordinators, Youth Development staff--trained in Adverse Childhood Experiences and Trauma Informed Care—to serve as caring mentors.

The funding for this amendment covers:

- Teen Room Director Sequim position for funding periods 2025-2026 and 2026-2027
- Teen Room Director Port Angeles position for funding periods 2025-2026 and 2026-2027
- Indirect will be charged at a maximum of 15% based on salaries for funding periods 2025-2026 and 2026-2027
- Evening meals Port Angeles clubhouse for funding period 2025-2026
- Evening meals for Sequim clubhouse for funding period 2025-2026
- Kitchen range for Sequim clubhouse for funding period 2025-2026
- Academic success and tutoring for funding period 2025-2026
- Workforce readiness program and field trip for funding period 2025-2026
- Building upgrades/Install for funding period 2025-2026

Maximum amended funding for this contract is **\$103,366.00** for funding periods 2025-2026 and 2026-2027

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

<b>SERVICE</b>	<b>Contracted Amount</b>	<b>Amended Funding</b>	<b>Total Funded Amount</b>
Teen Room Director Sequim	\$13,616.80	\$10,095.20	\$23,712.00
Teen Room Director Port Angeles	\$13,616.80	\$10,095.20	\$23,712.00
Indirect on salaries (Max 15%)	\$2,766.40	\$1,975.60	\$4,742.00
Evening Meals Port Angeles	\$0.00	\$6,000.00	\$6,000.00
Evening Meals Sequim	\$0.00	\$6,000.00	\$6,000.00
Kitchen range Sequim	\$0.00	\$1,500.00	\$1,500.00
Academic success/tutoring	\$0.00	\$1,200.00	\$1,200.00
Workforce readiness/field trip	\$0.00	\$3,000.00	\$3,000.00
Building Upgrades/Install	\$0.00	\$1,000.00	\$1,000.00
Kitchen Counter	\$0.00	\$2,500.00	\$2,500.00
<b>TOTAL</b>	<b>\$30,000.00</b>	<b>\$43,366.00</b>	<b>\$73,366.00</b>

July 1, 2026 – June 30, 2027

<b>SERVICE</b>	<b>MAXIMUM REIMBURSED BY COUNTY</b>
Teen Room Director Sequim	\$13,616.80
Teen Room Director Port Angeles	\$13,616.80
Indirect on Salaries (Max 15%)	\$2,766.40
<b>TOTAL</b>	<b>\$30,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of one hundred three thousand three hundred sixty six DOLLARS (\$103,366.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify)

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify)

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify)

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):



21

# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

MAR 03 2026

Department: Health & Human Services

WORK SESSION  Meeting Date: February 23, 2026

REGULAR AGENDA  Meeting Date: March 3, 2026

Required originals approved and attached?   
Will be provided on:

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract #11322-25-PHA Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and Peninsula Housing Authority for the Eklund at Gales project updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign

**County Official signature & print name:**  Jennifer Oppelt

**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 10, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

PHA Amend AIS 2  
Revised: 3-04-2019

**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**



THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Peninsula Housing Authority  
Address: 727 E. 8<sup>th</sup> Street  
Port Angeles, WA 98362  
Phone N<sup>o</sup>: 360-452-7631 x301

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

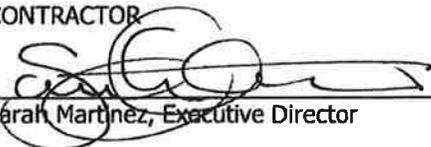
copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30th day of June 2026.

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Sarah Martinez, Executive Director

\_\_\_\_\_  
Mike French, Chair

Print name: Sarah Martinez

Title: Executive Director

Date: February 10, 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

The funding for the **Eklund at Gales** program will be for assistance with architectural fees for the construction of a 24-unit apartment building located in Clallam County within the Urban Growth Area of the City of Port Angeles. The project will serve 60% or below of area median income and will serve veterans, seniors, and disabled clients.

The funding for this amendment covers:

- Architectural fee assistance for funding period 2025-2026.

Maximum amended funding for this contract is **\$50,000.00** for funding period 2025-2026.

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

<b>SERVICE</b>	<b>Contracted Amount</b>	<b>Amended Funding</b>	<b>Total Funded Amount</b>
Architectural fee assistance	\$15,000.00	\$35,000.00	\$50,000.00
<b>TOTAL</b>	<b>\$15,000.00</b>	<b>\$35,000.00</b>	<b>\$50,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of fifty thousand DOLLARS (\$50,000.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i>Name/Position</i>	<i>Hourly Rate</i>
----------------------	--------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):

25

MAR 03 2026



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract #11322-25-TUMC Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and Trinity United Methodist Church and the Safe Parking program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign

**County Official signature & print name:**  Jennifer Oppelt  
**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 17, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

TUMC Amend AIS 2  
Revised: 3-04-2019



**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Trinity United Methodist Church  
Address: 100 S. Blake Avenue  
Sequim, WA 98382  
Phone No: 360-683-5367

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30<sup>th</sup> day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this            day of            20            .

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS

*Rev. Desi Larson*  
\_\_\_\_\_  
Rev. Desi Larson, Pastor

\_\_\_\_\_  
Mike French, Chair

Print name: Desi Larson

Title: Pastor

Date: February 17 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

Trinity United Methodist Church’s (TUMC) **Safe Parking Program** in partnership with Olympic Community Action Programs will pair paid program staff (OlyCAP) with trained volunteers (TUMC). Paid staff includes .25 FTE OlyCAP Shelter Manager and 4 - 0.15 FTE daily hosts. OlyCAP will also maintain an on-call phone for urgent issues that may arise overnight. The site will provide a wash station and portable restroom. Eligible guests will be actively engaged in case management with REDisCOVERY (and other case management partnerships as developed). Program will provide other essential services not provided by other agencies such as vehicle registration renewal, ID replacement, gas expenses to attend case management appointments and housing search. A contracted security company will conduct random check-ins of the site each night. In addition, staff will be trained and knowledgeable in essential skills for monitoring and responding to needs of TUMC Safe Parking guests, including but not limited to, First Aid/CPR, de-escalation, program referrals, and mental health first aid.

The funding for this amendment covers:

- Safe Parking Manager (0.25 FTE) position for funding periods 2025-2026 and 2026-2027
- Two Evening Coordinators (0.15 FTE each) positions for funding periods 2025-2026 and 2026-2027
- Two Morning Coordinators (0.15 FTE each) positions for funding periods 2025-2026 and 2026-2027
- Indirect will be charged at a maximum of 15% based on salaries
- Benefits for Safe Parking Manager, Two Evening Coordinators, and Two Morning Coordinators for funding periods 2025-2026 and 2026-2027
- Safe Parking Staff Phone for funding periods 2025-2026 and 2026-2027
- On-call Staff Phone Line Coverage for funding periods 2025-2026 and 2026-2027
- Security Services for funding periods 2025-2026 and 2026-2027
- Training for funding periods 2025-2026 and 2026-2027
- First aid/biohazard cleanup, ABC fire extinguisher, and repair maintenance for funding periods 2025-2026 and 2026-2027
- Guest Direct Services – vehicle registration renewal, ID replacement, gas expenses for funding periods 2025-2026 and 2026-2027

Maximum amended funding for this contract is **\$118,780.00** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

SERVICE	Contracted Amount	Amended Funding	Total Funded Amount
Safe Parking Manager	\$9,198.00	\$3,282.00	\$12,480.00
Evening Coordinators	\$8,030.00	\$0.00	\$8,030.00
Morning Coordinators	\$8,030.00	\$0.00	\$8,030.00
Indirect on Salaries (max 15%)	\$2,526.00	\$328.00	\$2,854.00
Benefits	\$10,103.00	\$1,313.00	\$11,416.00
Safe Parking Staff Phone	\$238.00	\$482.00	\$720.00
On-Call Line Coverage	\$9,125.00	\$0.00	\$9,125.00
Security	\$100.00	\$9,025.00	\$9,125.00
Operations & Maintenance First Aid/Biohazard Cleanup, fire extinguisher, Repair maint., training	\$1,650.00	\$2,350.00	\$4,000.00
Guest Direct Services- Vehicle registration, ID's, gas expenses	\$1,000.00	\$2,000.00	\$3,000.00
<b>TOTAL</b>	<b>\$50,000.00</b>	<b>\$18,780.00</b>	<b>\$68,780.00</b>

July 1, 2026 – June 30, 2027

<b>SERVICE</b>	<b>MAXIMUM REIMBURSED BY COUNTY</b>
Safe Parking Manager	\$9,198.00
Evening Coordinators	\$8,030.00
Morning Coordinators	\$8,030.00
Indirect on salaries (max 15%)	\$2,526.00
Benefits	\$10,103.00
Safe Parking Staff Phone	\$250.00
On-Call Line Coverage	\$9,125.00
Security	\$100.00
Operations & Maintenance – First Aid/Biohazard Cleanup, Repair maintenance, training	\$1,400.00
Guest Direct Services-Vehicle registration, ID's, gas expenses	\$1,238.00
<b>TOTAL</b>	<b>\$50,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of one hundred eighteen thousand seven hundred eighty DOLLARS (\$118,780.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify)

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify)

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify)

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):

JK



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

MAR 3 2026

**Department: Health & Human Services**

**WORK SESSION**  **Meeting Date:** February 23, 2026

**REGULAR AGENDA**  **Meeting Date:** March 3, 2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract #11322-25-FAMH Amendment 2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

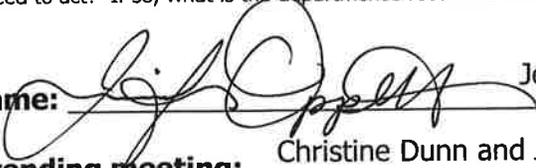
Documents exempt from public disclosure attached:

**Executive summary:**

The attached amended contract between Clallam County Health & Human Services and Forks Abuse DBA Mariposa House for the West End Hope program updates record-retention requirements. The amendment revises the retention period from three years to six years to comply with Washington State Department of Commerce requirements and adds corresponding contract language.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Funds in the 2026 budget

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Please approve and sign

**County Official signature & print name:**  Jennifer Oppelt

**Name of Employee/Stakeholder attending meeting:** Christine Dunn and Jennifer Oppelt

**Relevant Departments:** HHS

**Date submitted:** February 18, 2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
 \*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Forks Abuse DBA Mariposa House Amend AIS 2  
Revised: 3-04-2019



**PERSONAL SERVICES AGREEMENT  
AMENDMENT 2**

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Forks Abuse Program DBA Mariposa House  
Address: 81 Second Ave  
Forks, WA 98331  
Phone No: 360-374-6411

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on June 24, 2025.

This Amendment is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 1st day of July 2025 and shall, unless terminated as provided elsewhere in the Agreement, end on the 30th day of June 2027.

IN WITNESS WHEREOF, the parties have executed this Agreement on this            day of            20            .

CONTRACTOR

  
\_\_\_\_\_  
Troi Gale, Director

CLALLAM COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Mike French, Chair

Print name: Troi Gale

Title: Director

Date: 2/18/26 2026

Originals: BOCC  
Vendor  
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO  
FORM BY THE CLALLAM COUNTY PROSECUTING  
ATTORNEY

**SCOPE OF WORK**

The **West End Hope** program will provide case management and supportive services for domestic violence and sexual assault survivors and victims of other crimes. This program uses trauma-informed care, and offers wellness and resiliency tools to work with people recovering from the trauma they have experienced. This program will also focus on rental and furnishings of dwelling units for the use of homeless persons, services to prevent homelessness, rental vouchers and security mitigation.

The funding for this amendment covers:

- Prevention Housing Advocate position for funding periods 2025-2026 and 2026-2027
- Community Education and Outreach position funding periods 2025-2026 and 2026-2027
- Indirect will be charged at a maximum of 15% based on salaries
- Benefits for these positions for funding periods 2025-2026 and 2026-2027
- Rental Assistance for funding period 2025-2026
- Housing damage repairs for funding period 2025-2026

Maximum amended funding for this contract is **\$78,723.60** for funding periods 2025-2026 and 2026-2027.

**BUDGET/FEE SCHEDULE**  
July 1, 2025 – June 30, 2026

SERVICE	Contracted Amount	Amended Funding	Total Funded Amount
Prevention Housing Advocate	\$17,195.00	\$8,255.00	\$25,450.00
Community Education and Outreach	\$2,768.00	\$922.50	\$3,690.50
Indirect on salaries (max 15%)	\$1,996.00	\$2,375.08	\$4,371.08
Benefits	\$8,041.00	\$0.00	\$8,041.00
Rental Assistance	\$0.00	\$5,000.00	\$5,000.00
Housing Damage Repairs	\$0.00	\$2,171.02	\$2,171.02
<b>TOTAL</b>	<b>\$30,000.00</b>	<b>\$18,723.60</b>	<b>\$48,723.60</b>

July 1, 2026 – June 30, 2027

SERVICE	MAXIMUM REIMBURSED BY COUNTY
Prevention & Housing Advocate	\$17,195.00
Community Education Outreach	\$2,768.00
Indirect on Salaries (max 15%)	\$1,996.00
Benefits	\$8,041.00
<b>TOTAL</b>	<b>\$30,000.00</b>

The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for six (6) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

**COMPENSATION**

1.  **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of seventy eight thousand seven hundred and twenty three DOLLARS and sixty CENTS (\$78,723.60) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

**OR**

**b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

<i><b>Name/Position</b></i>	<i><b>Hourly Rate</b></i>
-----------------------------	---------------------------

Payments for completed tasks shall be made no more frequently than  monthly;  quarterly;  semi-annually;  annually;  at completion of project;  other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of \_\_\_\_\_ DOLLARS (\$) for the completed work set forth in Attachment "A."

**2. AND**

**a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

**OR**

**b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

**OR**

**c.** Other (specify):



24

# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

MAR 03 2020

Department: Health & Human Services

WORK SESSION  Meeting Date: February 23, 2026

REGULAR AGENDA  Meeting Date: March 3, 2026

Required originals approved and attached?   
Will be provided on:

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract # 100511-26-TYLER Amendment #2
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The National Estuary Program through the Puget Sound Partnership's Shellfish Strategic Initiative Program provided funding to Clallam County Environmental Health for Onsite Septic System Database Support. The grant's scope of work includes purchase and integration of the Tyler Technologies Health Module. The attached amendment to the County's existing contract with Tyler Technologies allocates \$79,050 of grant funds to the necessary professional services and the initial year of monthly fees.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**

Supplemental budget work has been completed.

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Sign amendment with Tyler Technologies.

**County Official signature & print name:**  Kevin LoPiccolo

**Name of Employee/Stakeholder attending meeting:** Kevin LoPiccolo and Jon Strivens

**Relevant Departments:** Clallam County Health & Human Services

**Date submitted:** 02/18/2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

2026-02-17 Agenda Item Summary\_Tyler.docx  
Revised: 3-04-2019



## AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and Clallam County, with offices at 223 E. 4<sup>th</sup> Street, Suite 16, Port Angeles, Washington 98362-3000 ("Client").

WHEREAS, Tyler and Client are parties to an agreement dated December 16, 2025 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and Client agree as follows:

1. The items set forth in the Amendment Investment Summary attached as Exhibit 1 to this Amendment are hereby added to the Agreement as of the first day of the first month following the Amendment Effective Date and, notwithstanding anything to the contrary in Exhibit 1, ending coterminous with the SaaS Term as defined in the Agreement. Payment of fees and costs for such items shall conform to the following terms:
  - a. The annual SaaS fees payable under the Agreement shall be increased in the amount of \$14,400, for the Tyler Software added herein. The first year's annual SaaS Fees shall be invoiced on the first day of the first month following the Amendment Effective Date, prorated for the time period commencing on such date and ending concurrently with the Client's annual SaaS Term under the Agreement. Subsequent SaaS Fees shall be invoiced in accordance with the terms of the Agreement.
  - b. Unless otherwise provided herein, services identified at Exhibit 1 and added to the Agreement pursuant to this Amendment, along with applicable expenses, shall be invoiced as provided and/or incurred.
2. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
3. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

Clallam County

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

  
Approved as to Form  
Deputy Prosecuting Attorney



**Exhibit 1**  
**Amendment Investment Summary**

The following Amendment Investment Summary details the additional software, products, and services to be delivered by us to you under the terms of the Agreement. This Amendment Investment Summary is effective as of the Amendment Effective Date, despite any expiration date in this Amendment Investment Summary that may have lapsed as of the Amendment Effective Date.

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Quoted By:  
Quote Expiration:  
Quote Name:

Andrew Meyer  
12/31/25  
Env. Health

**Sales Quotation For:**

Clallam County  
ATTN: TESS TEEL  
223 EAST 4TH STREET - SUITE 13  
PORT ANGELES WA 98362

**Tyler SaaS**

Description	Term	Monthly Fee	Users/Units	Annual Fee
<b>Civic Services</b>				
Civic Access - Environmental Health		\$ 833	1	\$ 10,000
<b>Environmental Health Extensions</b>				
Environment Health API Toolkit		\$ 500	1	\$ 6,000
		<b>Sub-Total:</b>		\$ 16,000
		<u>Less Discount</u>		<u>\$ 1,600</u>
		<b>TOTAL</b>	<b>1.00</b>	<b>\$ 14,400</b>

**Professional Services**

Description	Quantity	Unit Price	Extended Price	Maintenance
<b>Professional Services</b>				
Data Conversion Services	94	\$ 250	\$ 23,500	\$ 0
Integration Services for API/SDK Support	40	\$ 250	\$ 10,000	\$ 0
Professional Implementation Services	120	\$ 225	\$ 27,000	\$ 0
Project Manager Services	44	\$ 225	\$ 9,900	\$ 0
	Sub-Total:		\$ 70,400	
	<u>Less Discount:</u>		<u>\$ 11,750</u>	
	<b>TOTAL:</b>		<b>\$ 58,650</b>	<b>\$ 0</b>

Summary	One Time Fees	Recurring Fees
Total SaaS		\$ 14,400
Total Services	\$ 58,650	\$ 0
Total Third-Party Hardware, Software, Services	\$ 0	\$ 0
<b>Summary Total</b>	<b>\$ 58,650</b>	<b>\$ 14,400</b>
<b>Contract Total</b>	<b>\$ 73,050</b>	
<b>Estimated Travel Expenses</b>	<b>\$ 6,000</b>	

Customer Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

P.O.#: \_\_\_\_\_

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
  - Implementation and other professional services fees shall be invoiced as delivered.
- Expenses associated with onsite services are invoiced as incurred.

**Comments**

SaaS Monthly Fees are rounded to the nearest dollar. The Annual Fee value represents the cost to the customer.

**Project Delays and Change Control:** Any delays in the client's completion, review, or acceptance of deliverables that extend the project timeline will be subject to the change control process. This may result in additional costs, including, but not limited to, extra service hours for project management, consulting, and conversion development.

Cancellation Policy: If the client cancels services with less than two (2) weeks' notice, the client will be liable to Tyler for (i) all non-refundable expenses incurred on the client's behalf and (ii) daily fees for the canceled services if Tyler is unable to reassign its personnel.

Implementation Service Hours: Implementation service hours are scheduled and provided in increments of four (4) or eight (8) hours. The implementation service hours assume a 75% remote and 25% onsite split but can vary per project. The hours do not include travel expenses.

Public Administration Security Console (PASC): PASC is a tool that allows Support staff to access client environments using specified Tyler-owned accounts with rolling passwords.

### **Environmental Health Implementation Notes**

This implementation follows a shared services model. Tyler configures Septic [Septic will be moved from permits to EH], including its violation library content, one code case type, and one ESR case type, as examples. The client will complete the remaining configuration. Each case type configured by Tyler is estimated to require 25-30 hours for definition, configuration, and validation. Tyler will also enable the standard Geo Rules and automation events included in the application. The client will manage all additional configuration tasks.

(50% Discount) Full Conversion: The Client will provide Tyler with up to [1] legacy data sources [EPL Permitting Module] containing data related to Permitting, Planning, Inspection, and Code Enforcement from the legacy system. The Client is responsible for extracting the data from their legacy system(s) and delivering it to Tyler in an acceptable format. Tyler will not manipulate or correct the legacy data on behalf of the Client; the Client must resolve any data quality issues before submission. Tyler will populate the Data Conversion Template database (DCT-DB) with the legacy data for conversion into EPL. Tyler will use the completed DCT-DB to produce a mapping document to enable the Client to correlate legacy data fields with EPL fields. The Client is responsible for all data mapping decisions and document completion. The DCT-DB and mapping document provided by the client will translate the legacy data into the EPL software, constituting a "conversion pass."

The scope of this implementation includes three (3) conversion passes: one (1) evaluation passes, one (1) simulated go-live pass, and one (1) final go-live pass.

API quoted for Online RME integration. Development will be performed by Clallam or 3<sup>rd</sup> party. Tyler Tech EPL will support the API functions and assist as needed.



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

*Jm*

MAR 03 2026

Department: Health & Human Services

WORK SESSION  Meeting Date: February 23, 2026

REGULAR AGENDA  Meeting Date: March 03, 2026

Required originals approved and attached?   
Will be provided on:

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract # 100511-25-PSP Amendment #1
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The Puget Sound Partnership (PSP) previously provided funding to each Local Integrating Organization (LIO) for onsite management projects, with the Strait LIO allocating \$120,000 to Clallam County to support projects in the Onsite Septic Management Plan. An adjustment has been made to reallocate \$10,000 from the grant supply line to the subcontracting line. Specifically, this reallocation will enable Clallam County to procure subcontracting services necessary for coding middleware between Online RME and Tyler Technologies.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**

Budget work has been completed.

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Sign contract amendment with PSP.

**County Official signature & print name:** *Kevin LoPiccolo* Kevin LoPiccolo

**Name of Employee/Stakeholder attending meeting:** Jon Strivens

**Relevant Departments:** Health & Human Services

**Date submitted:** 02/18/2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

2026-02-23 Agenda Item Summary PSP ammendment 1.docx  
Revised: 3-04-2019



**Amendment #1**

Agreement Number: 2025-20  
 Title: Clallam County OSS Management Plan

This agreement is made and entered into by and between the state of Washington, Puget Sound Partnership (PSP), and the below named firm, hereinafter referred to as "CONTRACTOR."

<b>CONTRACTOR INFORMATION</b>		<b>Project Manager</b>
Clallam County Health & Human Services (CCHHS) 111 E 3rd Street Port Angeles, WA 98362	Jennifer Garcelon <a href="mailto:Jennifer.garcelon@clallamcountywa.gov">Jennifer.garcelon@clallamcountywa.gov</a> (360) 417-2347	UBI: 054004559 EIN: 916001298 UEI: JV6JJNELRBS5 Type: Government
	Fiscal: Deanna (DeeDee) Crabb <a href="mailto:deanna.crabb@clallamcountywa.gov">deanna.crabb@clallamcountywa.gov</a> (360) 417-2293	
<b>PSP INFORMATION</b>		<b>Project Manager</b>
PUGET SOUND PARTNERSHIP PO Box 40900 Olympia, WA 98504	Jason Lim <a href="mailto:jason.lim@psp.wa.gov">jason.lim@psp.wa.gov</a> (360) 742-7434	

PURPOSE

The purpose of this amendment #1 is to update the budget to reflect a shift in the Task 2 budget. This amendment provides the approval of the PSP Project Manager for Clallam County HHS to reclassify \$41,173 from supplies to subcontractors because they require specialized software programming services from Tyler Technologies to develop a new database and mapping tool that sustains compliance with OSS maintenance.

Tyler Technologies was obtained through an appropriate procurement process (sole source) and will be funded with \$31,173 of these EPA grant funds. The remaining \$10,000 will go to an additional middleware subcontractor that is currently to be determined (TBD). When Clallam County has a contract in place, they will provide the necessary documentation to PSP.

This reclassification in funding will not change the total project cost, overall task budget, or scope of work outlined in Exhibit B.

PERIOD OF PERFORMANCE

The period of performance for this agreement remains unchanged from August 27, 2025 through June 30, 2027.

COMPENSATION AND PAYMENT

Total maximum payable amount remains unchanged at \$120,000. Within Task 2, a total of \$41,173 has been moved from supplies to subcontract with \$31,173 allocated to Tyler Technologies and the remaining \$10,000 allocated to a TBD middleware subcontractor.

The updated budget can be seen in Exhibit C-1 Attachment with changes reflected in red.

EXHIBIT B. STATEMENT OF WORK

The updated statement of work table is shown below with changes reflected in red.

Task	Task/Activities/Description	Deliverable/ Outcome	Due Date/ Timeframe	Payment Information and/or Amount
<b>1</b>	<b>Program Support and Development</b>			<b>\$58,627</b>
a	Support compliance of Clallam County Code 41.20, On-Site Sewage System.	1. Written SOPs for processes. 2. Succession planning for future staff. 3. Issue OSS permits.	Ongoing through 6/30/2027	

Task	Task/Activities/Description	Deliverable/ Outcome	Due Date/ Timeframe	Payment Information and/or Amount
b	Continue to implement <i>Clallam County On-Site Septic System Management Plan</i> .	1. Improve Septic Inspection Compliance (SIC) rates, from the 2019-2024 rates of 29.2% – 32.5%, to 40%.	Ongoing through 6/30/2027	
<b>2</b>	<b>Data and Mapping</b>			<b>\$61,373</b>
a	Improve data management in Clallam County's OSS program.	<ol style="list-style-type: none"> <li>1. Integrate OnlineRME with Tyler Technologies permit software through use of the Tyler Health Module and middleware.</li> <li>2. Create reporting tools for OSS in the new permitting database EPnL.</li> <li>3. Repair or replace SIC Red, Yellow, Green, Map</li> </ol>	Ongoing through 6/30/2027	
<b>TOTAL MAXIMUM PAYABLE AMOUNT</b>				<b>\$120,000</b>

All other Terms & Conditions of the original agreement remain in full force and effect.

APPROVAL

This amendment shall be subject to the written approval of the AGENCY'S authorized representative and shall not be binding until so approved. The amendment and agreement may be altered, amended, or waived only by a written amendment executed by both parties.

This amendment is executed by the persons signing below, who warrant they have the authority to execute the agreement.

**Clallam County Health & Human Services**

**Puget Sound Partnership**

\_\_\_\_\_ Date

\_\_\_\_\_ Date

Jennifer Carlson  
Interim Chief Operating Officer

Approved as to form only by:

  
Jay Reno  
Civil Deputy Prosecuting Attorney  
Clallam County

**Exhibit C-1 Attachment**  
**Title: Clallam County OSS Management Plan**

CONTRACT: 2025-20, <b>Amendment #1</b>									
PROJECT TITLE: Clallam County OSS Management Plan									
				TASK 1 Program Support and Development		TASK 2 Data and Mapping		TOTAL	
	Job Classification	UNIT	RATE	UNITS	COST	UNITS	COST	UNITS	COST
SALARY COST	Lead Environmental Health Specialist	HR	\$38.60	350	\$13,511	0	\$0	350	\$13,511
	Environmental Health Specialist II	HR	\$34.97	500	\$17,487	0	\$0	500	\$17,487
	Database Specialist	HR	\$34.97	100	\$3,497	350	\$12,241	450	\$15,738
<b>TOTAL SALARY</b>				<b>950</b>	<b>\$34,495</b>	<b>350</b>	<b>\$12,241</b>	<b>1,300</b>	<b>\$46,736</b>
BENEFITS	Lead Environmental Health Specialist	HR	30%		\$4,053		\$0		\$4,053
	Environmental Health Specialist II	HR	30%		\$5,246		\$0		\$5,246
	Database Specialist	HR	30%		\$1,049		\$3,672		\$4,721
<b>TOTAL BENEFITS</b>				<b>-</b>	<b>\$10,348</b>	<b>-</b>	<b>\$3,672</b>		<b>\$14,021</b>
<b>INDIRECT</b>			<b>35%</b>		<b>\$12,080</b>		<b>\$4,287</b>		<b>\$16,367</b>
SUPPLIES	New database and mapping tool		\$ -		\$1,704		\$0		\$1,704
<b>TOTAL SUPPLIES</b>					<b>\$1,704</b>		<b>\$0</b>		<b>\$1,704</b>
SUBCONTRACTS	Tyler Technologies		\$ -		\$0		\$31,173		\$31,173
	Middleware subcontractor (TBD)		\$ -		\$0		\$10,000		\$10,000
<b>TOTAL SUBCONTRACTORS</b>					<b>\$0</b>		<b>\$41,173</b>		<b>\$41,173</b>
<b>TOTAL COSTS</b>					<b>\$58,627</b>		<b>\$61,373</b>		<b>\$120,000</b>



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# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

MAR 03 2026

Department: Assessor

WORK SESSION  Meeting Date: 2/23/2026

REGULAR AGENDA  Meeting Date: 3/3/2026

Required originals approved and attached?   
Will be provided on:

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract # 2026-1
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

The agenda item requests approval of a contract with Cyclomedia LLC for continued use of the Street-Smart imagery tool by the Assessor’s Office. Cyclomedia provides high-resolution, geospatial street-level imagery that supports field valuation, sales verification, and appraisal review processes. This tool enhances staff efficiency and accuracy in property assessment and inspection workflows. Funding for the contract is included in the department’s current budget, and execution of the contract will allow uninterrupted access to the service. Pricing is locked in with this extended contract.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Budget has been approved for this agreement.

**Recommended action:** (Does the Board need to act? If so, what is the department’s recommendation?)  
The Assessor’s office recommends the contract #2026-1 be approved.

**County Official signature & print name:** *Pamela R Rushton* Pamela R Rushton

**Name of Employee/Stakeholder attending meeting:** Lorrie Kuss

**Relevant Departments:** \_\_\_\_\_

**Date submitted:** 2/18/2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Agenda Cyclomedia contract  
Revised: 3-04-2019



## AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

**Department: Assessor**

**WORK SESSION**     **Meeting Date: 2/23/2026**

**REGULAR AGENDA**    **Meeting Date: 3/3/2026**

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- |   |  |                                      |
|---|--|--------------------------------------|
| <input type="checkbox"/> Call for Hearing | <input checked="" type="checkbox"/> Contract/Agreement/MOU - Contract # 2026-1 |                                      |
| <input type="checkbox"/> Resolution       | <input type="checkbox"/> Proclamation  | <input type="checkbox"/> Budget Item |
| <input type="checkbox"/> Draft Ordinance  | <input type="checkbox"/> Final Ordinance                                       | <input type="checkbox"/> Other       |

Documents exempt from public disclosure attached:

**Executive summary:**

Contract for Cyclomedia 2026-1

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**

Budget has been approved for this agreement.

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
We recommend the contract be approved.

**County Official signature & print name:**  Pamela R Rushton

**Name of Employee/Stakeholder attending meeting:** Lorrie Kuss

**Relevant Departments:** \_\_\_\_\_

**Date submitted:** 2/18/2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Agenda Cyclomedia contract  
Revised: 3-04-2019

**This STATEMENT OF WORK** is prepared for Clallam County, WA having its registered office at 223 E 4<sup>th</sup> St, Port Angeles, WA 98362 (hereinafter referred to as "Customer") and Cyclomedia Technology, Inc., a Delaware corporation having its registered office at 8215 Greenway Blvd, Suite 300 Middleton, WI 53562 (hereinafter referred to as "Cyclomedia"), as of this 10<sup>th</sup> day of October, 2025 ("Issue Date").

This statement of work details services to be performed and products to be delivered by Cyclomedia Technology, Inc. to Clallam County, WA (the "Customer"), pricing and payment terms, and the designated project areas with respect to the defined deliverables.

## 1. Deliverables / Professional Services

### 1.1. Professional Services

360-degrees GeoCycloramas™ will be captured for approximately 420 total miles which will include LiDAR capture and processing, that will be generated from the shapefiles provided by the Customer.

- a. Prices include cloud-based storage and access for the duration of the license term.
- b. All standard license terms and agreements apply. See attached License Agreement.
- c. As long as Customer continues to be an active customer (i.e. has a current license to Cyclomedia Imagery), no additional fees will be charged for storing historical data.
- d. Privacy Filter Option – face and vehicle license plate blurring must be included for public websites.
- e. Elevation Visualization Tool (optional) – generated from the LiDAR point cloud, allows users to rapidly visualize change in elevations and make measurements within the solution (i.e. water issues, slopes, crowns, pot-holes, etc.).
- f. Esri integrations and customer support
- g. Four hours of web-based training
- h. The Customer's access to and use of the Professional Services is subject to the Customer accepting and agreeing to the Cyclomedia End User Terms and Service Schedule attached as License Agreement.

### 1.2. Software

Unlimited logins for County staff to access GeoCycloramas using Street Smart web applications for the duration of the license term. Staff with licenses for the appropriate Esri™ products can also access GeoCycloramas using, Street Smart for ArcGIS and the Street Smart Widget for ArcGIS Web AppBuilder.

Single sign on (SSO) is supported and available for use. Cyclomedia technical staff will assist the client with the implementation at the onset of the project.

## 2. Fee Schedule

- Prices valid 45 days from date of Statement of Work.

## 2.1. Professional Services

	SERVICE	PRICE	TOTAL
<b>2026 (Capture 1)</b>	410 Miles – 3D GeoCyclorama Imagery with LiDAR (Capture & 1-yr License)	\$135 / drive mile	\$55,350
	Annual Technical Support Fee (includes ESRI ArcGIS integration support)	\$2,500 / year	\$2,500
	Cut-Outs (~18,000 parcels)	\$0.50 (per parcel)	\$9,000
	Cut-Out Set-up Fee	\$5,000 (flat fee)	\$5,000
	Web-based Training (4 hours)	Included	Included
	<b>2026 Fees</b>	<b>TOTAL</b>	<b>\$71,850</b>
<b>2027 (Renewal)</b>	410 Miles – 3D GeoCyclorama Imagery with LiDAR (Hosting & 1-yr License Renewal)	\$15 / drive mile	\$6,150
	Annual Technical Support Fee (includes ESRI ArcGIS integration support)	\$2,500 / year	\$2,500
	Web-based Training (4 hours)	Included	Included
	<b>2027 Fees</b>	<b>TOTAL</b>	<b>\$8,650</b>
<b>2028 (Capture 2)</b>	410 Miles – 3D GeoCyclorama Imagery with LiDAR (Capture & 1-yr License)	\$135 / drive mile	\$55,350
	Annual Technical Support Fee (includes ESRI ArcGIS integration support)	\$2,500 / year	\$2,500
	Cut-Outs (~18,000 parcels)	\$0.50 (per parcel)	\$9,000
	Cut-Out Set-up Fee	\$5,000 (flat fee)	\$5,000
	Web-based Training (4 hours)	Included	Included
	<b>2028 Fees</b>	<b>TOTAL</b>	<b>\$71,850</b>
<b>2029 (Renewal)</b>	410 Miles – 3D GeoCyclorama Imagery with LiDAR (Hosting & 1-yr License Renewal)	\$15 / drive mile	\$6,150
	Annual Technical Support Fee (includes ESRI ArcGIS integration support)	\$2,500 / year	\$2,500
	Web-based Training (4 hours)	Included	Included
	<b>2029 Fees</b>	<b>TOTAL</b>	<b>\$8,650</b>
<b>2030 (Capture 3)</b>	410 Miles – 3D GeoCyclorama Imagery with LiDAR (Capture & 1-yr License)	\$135 / drive mile	\$55,350
	Annual Technical Support Fee (includes ESRI ArcGIS integration support)	\$2,500 / year	\$2,500

	Cut-Outs (~18,000 parcels)	\$0.50 (per parcel)	\$9,000
	Cut-Out Set-up Fee	\$5,000 (flat fee)	\$5,000
	Web-based Training (4 hours)	Included	Included
	<b>2030 Fees</b>	<b>TOTAL</b>	<b>\$71,850</b>
<b>TOTAL SOW FEES (Not to Exceed)</b>			<b>\$232,850</b>

\* The fee table above includes not-to-exceed (NTE) figures. The Customer will be invoiced based on the actual number of miles published and cut-outs completed. Any work exceeding the estimated totals in Table 2.1 will be invoiced at the applicable per-mile rates listed for 3D GeoCyclorama Imagery with LiDAR\* and the Elevation Visualization Tool or Cut-out per parcel rate. Additional work will follow the appropriate change order process prior to invoicing.

Vehicle deployment requires a minimum project quantity of 300 contiguous miles.

NOTE: Customer required to download LiDAR point cloud data within 60 days of availability if Customer does not choose to buy 3D GeoCycloramas with LiDAR Point Cloud Integration and Hosting. A premium fee will be charged for Cyclomedia to host the LiDAR Point Cloud Data over the license term.

The License Agreement allows for access to the imagery and software for one (1) year from the final imagery delivery date. Should the County decide after that time not to have Cyclomedia collect new street level data but wishes to continue to access to the imagery captured, there is a \$15.00 per mile annual fee (PER YEAR of Hosting)\*. Based on the project estimated 410 drive miles, the annual fee for licensing and hosting would be \$6,150.

## 2.2. Invoicing

Cyclomedia Technology, Inc. will invoice as follows:

- 50% of 3D GeoCyclorama Imagery with LiDAR as a mobilization fee
- Remaining 50% upon completed publishing of street level imagery to Street Smart
- All other deliverables, including Data Insights (Cut-outs) as delivered
- Net 30-day payment terms

### NOTE: Invoicing for 2026 (Capture 1)

- Cyclomedia will invoice first installment of \$40,000 (including tax) upon mobilization
- All remaining fees will be invoiced no earlier than January 2027

## 2.3. Optional Products / Services

a. Asset Extraction Services:	Available Upon Request
b. Customer Support:	Service Portal, Troubleshooting No Additional Charge
c. Training:	Up to four hours of web-based training is included with the license agreement.

	On-site training is available for \$1,750 per day plus travel expenses and training materials (estimate for travel and materials is \$1,500).
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### 3. Corporate Information

Legal Entity	Cyclomedia Technology, Inc.
Business Address	8215 Greenway Blvd, Suite 300 Middleton, WI 53562
General Contact Information	administration-us@cyclomedia.com +1.510.900.5142
Point of Contact	Darren Cottage Executive Vice President US E: <a href="mailto:DCottage@cyclomedia.com">DCottage@cyclomedia.com</a> T: +1.510.900.5142

#### 3.1. Cyclomedia Technology, Inc. Project Team

Darren Cottage, EVP of Sales US	<a href="mailto:dcottage@cyclomedia.com">dcottage@cyclomedia.com</a>	+1.510.900.5142
Connor Burns, Account Executive - West	<a href="mailto:cburns@cyclomedia.com">cburns@cyclomedia.com</a>	+1.714.906.4402
Andrew Bohnsack, Data Capture Projects Mgr.	<a href="mailto:abohnsack@cyclomedia.com">abohnsack@cyclomedia.com</a>	+1.360.502.3923
Brock Duos, Solution Engineer	<a href="mailto:bduos@cyclomedia.com">bduos@cyclomedia.com</a>	+1.318.446.0520

#### 3.2. Cyclomedia Content

Our patented technology creates a GeoCyclorama™ which is a spherical 360-degrees panoramic image. More than just pictures, GeoCycloramas provide an immediate and comprehensive overview of the geography. GeoCycloramas are recorded every five (5) meters (approximately 16.4 ft.); providing multiple viewing perspectives of all objects.

#### 3.3. Software

##### 3.3.1. Street Smart™

This interactive web viewer built on HTML5 technology provides cloud access to GeoCycloramas and tools.

- Use Street Smart on the desktop
- Conduct searches with address, postal code or coordinates
- Integrate with your own applications and work processes using the Street Smart API
- Where historical GeoCycloramas exist, “time travel” to see previous dates
- Save GeoCyclorama views as images

##### 3.3.2. Street Smart Widget for Web AppBuilder for ArcGIS

Bring GeoCyclorama display into applications created using Web AppBuilder with the Street Smart widget.

- Add recording point layer to web map used in the application
- View GeoCycloramas
- Where historical GeoCycloramas exist, "time travel" to see previous dates
- Save GeoCyclorama views as images
- Edit feature layers in the web map with the measurement tool or enable ad hoc measuring

### 3.3.3. Street Smart for ArcGIS Desktop

Visualization, measurement and overlay tools within ArcMap or ArcGIS Pro allow you to fully leverage the power of GeoCycloramas within your existing ArcGIS environment.

- Open GeoCycloramas from a recording point layer added to the map
- View one or multiple GeoCycloramas
- Measure on GeoCycloramas
- Use the native editing capabilities of ArcGIS to collect features in 2D or 3D
- Save GeoCyclorama views as images

### 3.3.4. Hosting

- Street Smart Cloud – Secure, scalable hosting service managed by Cyclomedia is included with the Project. Cyclomedia processes and stores GeoCycloramas in the Microsoft Azure Cloud.
- Street Smart Administrator – The named administrator can view the settings and statistics for the customer account in the Street Smart account tool. New accounts, restrictions and permissions are managed by Cyclomedia.
- For active customers with multiple data collections, the two most current GeoCyclorama collections are stored as high-definition 100-megapixel images. Unless prior arrangement is made, older years are resampled to 11 megapixels.

### 3.3.5. Developer Tools

Street Smart APIs are industry standard Javascript APIs. Documentation, code examples and support are available through our website.

## 3.4. Acquisition

Cyclomedia's solution will provide the Customer with high resolution, 100-megapixel images captured every 5-meters with high accuracy. Multiple images will be available in which to view, analyze, and measure assets.

In order to determine the proper coverage, Cyclomedia will refer to the Shapefiles provided by the Customer that delineate the area to be driven in one or multiple passes. The Cyclomedia vehicle is equipped with a tracking device. This enables Cyclomedia managers to login and track the location of the driver.

Images will not be collected during rainstorms, dust storms, with snow cover, at night or during any other environmental factors that will obscure the image quality and detail. It is Cyclomedia's standard operating procedure that imagery is only collected when the sun angle is at least 12-degrees above the horizon and with minimal moisture in the environment.

## 4. Production

During the image production phase, Cyclomedia will ensure that the imagery is of high quality and meets internal quality control standards for imagery including, at a minimum, images will be free of digital artifacts, excessive shadows, radiometric and tonal imbalance, glare, extreme contrast, smearing, warping or distortion of features, ghosting, voids, and artificial colorations.

The raw position measurements from the GPS/IMU sensors in the vehicle, plus the reference data from a network of permanent GNSS reference stations, are processed into an accurate position and orientation for each 360-degree image. Our patent portfolio enables Cyclomedia alone to construct geometrically correct 360-degree images from a moving vehicle, creating distortion-free street level imagery. Our unmatched location fidelity, with an average standard deviation across projects of 10 cm and approximately 3.9-inches allows our imagery to become a valuable GIS asset.

The five images captured by our camera unit at each recording point are prepared for editing including adjustment for white balance, chromatic aberration, de-mosaicking (color filter array interpolation), color artifacts reduction and tone mapping and then combined into a 360-degree view. Several different image operations are performed on the 360-degree image soon after, including local contrast enhancement, sharpening and adaptive histogram enhancements.

The LiDAR data is processed to produce a depth surface for Cyclomedia's Measure Smart technology. Measure Smart is enhanced measuring technology that relies on the depth surface rather than calculating location based on pixel locations in multiple GeoCycloramas. Measure Smart makes measuring quicker and easier.

As soon as these steps are done, quality reports are automatically generated. These reports are used in the manual controls to approve a series of images. Images may be rejected after the automated reporting or after visual inspection. Examples of problems that are caught by the quality control process are over or underexposure, wide class differences between the front and rear camera, or high inaccuracy in the position. In addition, systematic series of images are randomly checked for visible defects, such as dirt or water on the lenses or low sun angle glare. Quality control requires that images in urban areas are visually inspected every tenth image and those in outlying areas are inspected every tenth image. In addition, the team will also check whether the recordings completely cover the project area.

This completeness check is done based on the recording locations compared with the Customer's map or Open Street Map data stored by default in Street Smart. Images that have been rejected or areas that are missing will be redone in the rework process.

## 5. Schedule and Delivery

This Project covers the capture of approximately 420 miles. Cyclomedia will plan, drive, process, and perform quality control on the imagery commencing as soon as practical following the signing of the license agreement.

A driver can be expected to collect approximately 40 linear miles of data per day. This collection timeframe factors in a slower drive time in densely populated areas. At this rate, collection of this project will require an estimated three weeks of collection including contingency time for bad weather and missed

days. Cyclomedia will make images accessible approximately six weeks after the start of image collection.

## 5.1. Data Dictionary

A project kickoff meeting is usually scheduled within the two weeks following the fully executed agreement or the official notice to proceed. During the kickoff meeting the standard definitions of each of the assets in the data dictionary and the attributes of each of them will be reviewed by Cyclomedia and the Customer. At the completion of this kickoff meeting, Cyclomedia will send an email to the Customer confirming that the standard assets and attributes have been reviewed and agreed upon. The Customer is required to acknowledge confirmation by email that this has been completed and the Customer agrees. Any delays in receipt of the acknowledgement beyond 3 business days may result in a delay to the total project schedule.

If there is any lack of agreement, the sale staff will engage with the Customer to work out a written change order for the additional cost of non-standard assets or non-standard attributes. After the change order is fully executed, the process of confirming the revised data dictionary will begin again until Cyclomedia and the Customer have acknowledged agreement by email. Once there is acknowledged agreement of the data dictionary and all assets, the project will be scheduled.

## 5.2. Schedule for Data Collection and Publication

The schedule for data collection depends on geographic location, availability of systems and staff, and weather restrictions. Cyclomedia cannot accurately collect any data below 32-degrees F and cannot collect LIDAR with snow on the ground due to reflectivity. Typical schedule times are 3-6 weeks, more during the busy times of the year, or when awaiting snow melt to be complete.

Once initial data collection starts, the project proceeds forward in drive areas. The data is reviewed for quality and completeness by the Cyclomedia team and is then submitted for the automated processing using Cyclomedia's proprietary cloud software. The post-processed data is again reviewed for quality and is then published. The first images through this entire process will be published for the Customer to see approximately 6 weeks after the first drive is completed. Additional imagery will be published in cascading drives, and the final imagery will be published approximately 6 weeks after the final drive is completed. At times, the drives are non-contiguous such as when systems are redeployed due to weather delays and must then be rescheduled to complete the collection process. If the drive collects 95% of the agreed upon area of interest, Cyclomedia may determine that the drive is complete.

After the first several data sets have been published, if included in the contract, Customer training will be scheduled so that the Customer is given instruction on how to access and use the data sets as published.

### 5.3. Schedule for Data Extraction

Once the imagery is published, the process of extracting creates the data files of the assets and the attributes of each of the items included in the data dictionary. This step cannot begin until after imagery is complete and typically takes 30 days to schedule, but if data collection is part of the project, these 30 days can be covered by the data collection and publication process so that the data extraction can begin soon after publication.

Cyclomedia will prepare an initial data extraction on a small portion of the project (between 10 to 50 miles, or 100 – 200 property images or elevations), known as Phase Zero. This Phase Zero sample will be delivered to the Customer, the delivery manager will review the submittal with the Customer during a project status meeting. The purpose of the status meeting and Phase Zero submittal is to confirm with the Customer that the deliverables are meeting the specifications of the data dictionary. If obvious issues are mutually discovered, the delivery manager will review the data dictionary specifications and take appropriate actions to resolve the issues. The Customer shall have one week to further review the Phase Zero submittal and shall confirm in writing that the Phase Zero deliverable is appropriate for the project. Any issues or concerns by the Customer that the Phase Zero deliverable is not conforming to the approved data dictionary shall immediately be brought to the attention of the deliver manager.

Once the acknowledgement is completed, the data extraction will be scheduled and completed. All further Phase Deliverables will align with the Phase Zero specification.

Two weeks after the final deliverable to the Customer, the project will be deemed accepted.

## 6. Quality Control

The recording of 3D Cycloramas takes place systematically and on a large scale. However, we do not lose sight of the details and we strive for the maximum coverage in each recording area. The recording area is agreed upon with the customer before capture, and will define the locations where images will be recorded. On roadways divided by a median, the images are recorded in both directions. We photograph all paved public roads. Private properties and Risk areas are excluded from capturing. Prior to delivery, we check the dataset for its completeness and quality and return to recapture any missing 3D Cycloramas, if necessary.

During capture, parts of the project area can be non-accessible because of construction, etc. Further, 3D Cycloramas can be rejected during the internal quality check. If more than three 3D Cycloramas in a row are missing and redrives are necessary, these streets will be captured again. Cyclomedia will only return for recapturing if more than 2% of the agreed project area is missing or doesn't meet the quality criteria.

### 6.1. Data Collection

Resolution: Cyclorama / 360-degrees image = 14400 x 7200 pixels (100 MP)

Field of View:

- Horizontal (HFOV): 360-degrees

- Vertical (VFOV): 180-degrees (in which part of the photography vehicle is visible and the lowest 30° is monochrome)

#### Spatial Pixel Size:

- Cyclorama: 0.025-degree (= 0.44 cm <0.17 in> at 10 m <33 ft> from the capture location)

#### Positioning Quality:

- The average standard deviation of the position is 10 cm (4 in), while the orientation deviation is 0.1-degree (excluding in long tunnels, forested areas and urban canyons).

#### Metric Quality:

- Geometrically correct: The accuracy of the spatial angle between 2 pixels is 0.025-degree for HD-Cyclorama's, and 0.075-degree for standard resolution.
- Precise measurements of objects: X, Y and Z measurements have an average absolute standard deviation of 10 cm (4 in), excluding in long tunnels, forested areas and urban canyons.
- Precise measurements of distances: Measurement of heights, lengths or widths have a relative standard deviation of approximately 2 cm (0.79 in)

## 6.2. Data Extraction

#### Detection distance of objects:

- Objects > 25cm x 25 cm: up to 10 meters from the car
- Objects > 50cm x 50 cm: up to 30 meters from the car
- Both only when the object is visible in at least 1 image.
- Objects beyond 30 meters do not have a quality specification

#### Positional accuracy (absolute):

- The average standard deviation of all the measured points is 10 cm or 6" inches (1- $\sigma$ ) in all directions, except in long tunnels, woody areas, occluded areas and urban canyons where the positional accuracy is not specified.

#### Standard completeness/correctness of delivery:

- Goal is 95% of all the specified objects that are visible on the GeoCyclorama, and within distance spec. from the Cyclorama recording locations, are inventoried. Of the objects detected, 95% are expected to be accurately extracted and attributed.
- In tunnels, the objects are only inventoried if there is enough light to take photographs. Also, the positional accuracy will decrease inside tunnels.
- Quality control is done via a statistical process where the number of checks depends on the size of the dataset, based on the AQL method. 100% QA is not performed.

## 6.3. Conforming Data Quality

Cyclomedia will evaluate a random sample of data and if the quality is within the specifications, the data set is deemed accepted. Any correction of detected errors is at the sole option of Cyclomedia and does not change the acceptance of the entire data set. If the Customer does not provide written documentation of quality outside of specification within 15 days of delivery to the Customer, that data is deemed acceptance. Cyclomedia has 15 days from the receipt of any such documentation to respond, including if considered necessary by Cyclomedia, a plan to address the issues documented.

## 6.4. Cyclomedia Product Specifications

Cyclomedia product offers and solutions are summarized in the above sections. Product specifications that define the details for Customer deliverables are listed below and available as separate PDF documents upon request.

- Street Smart
- 3D GeoCyclorama
- LiDAR Point Cloud
- Blurring Process
- Data Analytics Standards by Vertical
- Cutouts for Tax Assessment

## 6.5. Other

Unless specified elsewhere, hosting of delivered data in a GIS environment is not included or is provided at additional cost. If tax cutouts are included in the scope, there are additional requirements from the Customer to provide acceptable data to Cyclomedia to perform the project.

## 7. Training

Up to two (2) hours of web-based training is included with the license agreement. Please contact Cyclomedia for additional web-based training pricing. A technician is available to answer questions via email or phone for the duration of the license term.

## 8. Technical Support

Technical support services, via phone or email, are available via the Cyclomedia Service Desk contact form for all support cases is on our website at: <http://www.cyclomedia.com/us/support/contact-service-desk>. Typical response/resolution time for tech support inquiries is within 24 hours of initial contact.

## 9. Project Management

Cyclomedia will designate a Project Manager ("Cyclomedia PM") for this project who will be the main point of contact for all communication with the Customer. The Cyclomedia PM will lead its project team and ensure the project progresses with minimal interruption to the proposed schedule.

## 10. Final Delivery Report

The Final Delivery Report provides the Customer with a summary of the overall miles driven, areas collected and positional accuracy of the recording points. Each GeoCyclorama has associated metadata with information on the date and time it was captured, the accuracy of the recording point, the spatial reference system, and camera system information. The accuracy of each recording point is reported to the Customer geographically in a heat map as Figure 1 below demonstrates.

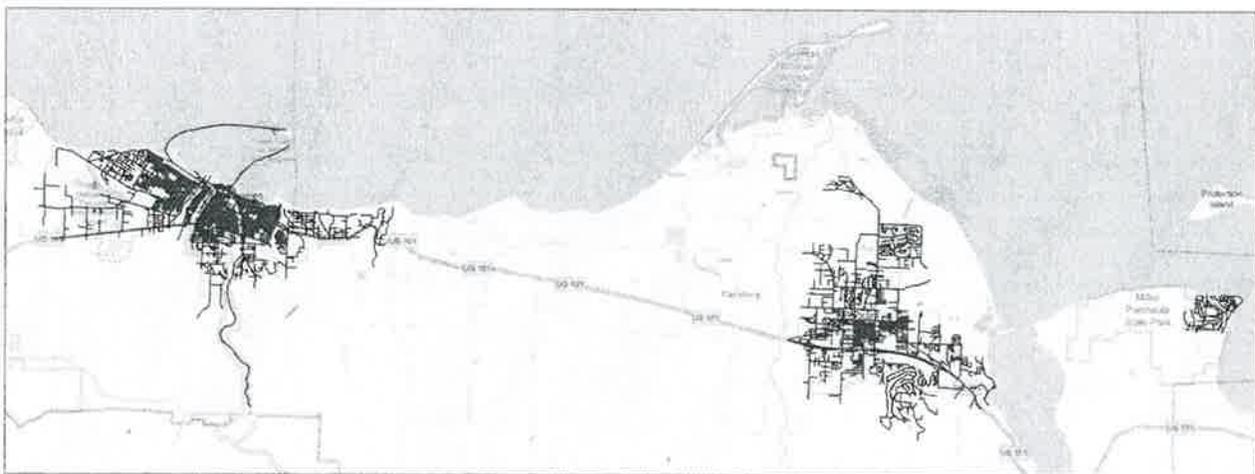


Figure 1: Green shows high positional accuracy, red is poor positional accuracy due to minimal GPS/IMU signal under urban canyons and dense vegetation.

## 11. Area of Interest

The Area of Interest (AOI) consists of centerline drive files derived from Customer-provided data and mutually confirmed by both parties as the designated routes for data capture. The areas below are early estimates of proposed AOIs based on the customer-provided data, and are subject to final scoping (e.g., addition or removal of roads) and mutual approval prior to annual captures.

### Area of Interest (~410 miles)





Geo Data Driven Insights

This License Agreement ("**Agreement**") is made and entered into as of this 28<sup>th</sup> day of August, 2024 ("**Effective Date**") by and between Cyclomedia Technology, Inc. ("**Cyclomedia**"), a Delaware corporation with its principal place of business at 8215 Greenway Blvd, Suite 300 Middleton, WI 53562 (USA), and Clallam County, WA ("**Customer**"), a local government entity with its principal place of business at 223 E 4th St, Port Angeles, WA 98362.

## GENERAL TERMS AND CONDITIONS OF CYCLOMEDIA TECHNOLOGY, INC.

**PLEASE READ THESE TERMS AND CONDITIONS CAREFULLY. THEY MATERIALLY AFFECT THE PARTIES' OBLIGATIONS. CYCLOMEDIA TECHNOLOGY, INC. WILL ACCEPT ORDERS AND DO BUSINESS ONLY ON THE TERMS AND CONDITIONS BELOW.**

1. **ENTIRE AGREEMENT.** These terms and conditions ("**Terms**"), together with the Service Schedules and Statement(s) of Work, contain all of the terms and conditions of the agreement between Cyclomedia and Customer for the services to be sold or provided to Customer, to the exclusion of any other statements and agreements, and to the exclusion of any terms and conditions incorporated in Customer's order or other documents of Customer. Cyclomedia's acceptance of Customer's order is expressly conditioned on Customer's acceptance of these Terms, and Customer, upon placing an order, accepts these Terms in their entirety without modification. If any of these Terms conflict with any of the terms of any Service Schedule or Statement of Work, then these Terms will take precedence and control.

2. **DEFINITIONS.** In addition to terms defined in these Terms, the following terms will have the following meanings.

2.1 **"Authorized Users"** means those individuals authorized by Customer to access the Cyclomedia Offerings, as permitted by the applicable Service Schedule, and who have been supplied user identifications and passwords.

2.2 **"Cyclomedia Data"** means the data collected by the Cyclomedia Offerings, including statistics relating to how often data is captured, transferred, stored, copied, manipulated, or downloaded, performance metrics relating to Cyclomedia Offerings, Image Material, Information Products and configuration settings.

2.3 **"Cyclomedia Offerings"** means the Services as defined in the applicable Service Schedule.

2.4 **"Cyclomedia Property"** means the Cyclomedia Offerings, Documentation, Image Material, Information Products, Cyclomedia Data, Cyclomedia's Marks (including without limitation "Cyclomedia"), Cyclomedia's Confidential Information, all Documentation or data provided by Cyclomedia to Customer under these Terms, and all corresponding intellectual property rights.

2.5 **"Customer Data"** means all data or information provided or submitted by Customer.

2.6 **"Customer Property"** means Customer Data, Customer's Marks, and Customer's Confidential Information and all corresponding intellectual property rights.

2.7 **"Documentation"** means the technical, user and reference manuals, notes, instructions and summaries, technical release notes, specifications and any other supporting documentation related to the Cyclomedia Offerings, in digital or printed form.

2.8 **"Image Material"** means the photographs taken from land, air, or water and digital seamless 360-degree photographs taken at street-level ("**(Geo)Cycloramas**") related to the Cyclomedia Offerings, in digital or printed form, including the associated metadata, and offered for use with the Software.

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2.9 **“Information Products”** means the data, datasets and/or object information and/or change detection data related to the Cyclomedia Offerings in any form, including but not limited to LiDAR data, LiDAR point clouds, 3D data and data regarding objects in the public space, such as traffic signs, road markings, pedestrian ramps and light poles.

2.10 **“Marks”** means any trademarks, service marks and logos, whether registered or unregistered.

2.11 **“Statement of Work”** or **“SOW”** means the form signed by Customer that specifies the Services Customer is purchasing, in the form contained in Exhibit A.

2.12 **“Service(s)”** means the provision of Software, Image Material, Information Products, hosting and maintenance and professional services as described in a Service Schedule and specified in a Statement of Work.

2.13 **“Software”** means the object code version of the Cyclomedia software, whether such software is accessed remotely over the Internet or is provided on media to Customer for use on computing devices under the control of Customer.

2.14 **“Subscription Term”** means the term during which Services are made available to Customer over the Internet, as defined in a Statement of Work.

2.15 **“Third Party Technology”** means the object code version of software or other technology that is licensed by Cyclomedia or Customer from third parties, whether such software or technology is accessed remotely over the Internet or is provided on media for use on computing devices under the control of Cyclomedia or Customer, as applicable.

## 3. RESPONSIBILITIES.

3.1 Cyclomedia Responsibilities. Cyclomedia will perform the Services as described in the applicable Service Schedule, beginning on the date identified in each applicable Statement of Work.

3.2 Customer Responsibilities. Customer (i) will provide or upload sufficient Customer Data, in a suitable format, for Cyclomedia to provide the Services; (ii) will have suitable computing devices to be able to access the Cyclomedia Offerings; (iii) will not use the Cyclomedia Offerings for any inherently dangerous application or for an illegal activity; (iv) is solely responsible for backing up all Customer Data; (v) promptly will report to Cyclomedia any unauthorized use of the Cyclomedia Offerings; and (vi) will comply with all Customer requirements and use guidelines contained in the applicable Service Schedule (**“Use Guidelines”**). Customer shall allow each Authorized User access to the Services on a maximum of three computing devices.

3.3 User Names, Passwords and Compliance. Customer is responsible for keeping its user name(s) and password(s) confidential and secure, and limiting access to the Cyclomedia Offerings to its Authorized Users. Customer is solely responsible and liable for any activity that occurs under its account, including without limitation all actions of Authorized Users. Customer will notify Cyclomedia in writing within 3 days of Customer's discovery of any unauthorized use. CUSTOMER HAS SOLE RESPONSIBILITY FOR (I) ENSURING ITS OWN COMPLIANCE WITH ALL APPLICABLE LAWS OR REGULATIONS, AND (II) THE ACCURACY, QUALITY, INTEGRITY, LEGALITY, RELIABILITY, AND APPROPRIATENESS OF ALL CUSTOMER DATA AND ACTIVITIES.

3.4 Cyclomedia Data Collection. The Cyclomedia Offerings may collect certain non-personally identifiable information that resides on Customer's computer system or is generated by Customer's use of the Cyclomedia Offerings, including, without limitation to, statistics relating to how often data is captured, transferred, stored, copied, manipulated, or downloaded, performance metrics relating to

the Cyclomedia Offerings, and configuration settings. This information may be used by Cyclomedia solely to perform its responsibilities under these Terms.

3.5 Subcontractors; Third Party Technology. Cyclomedia shall have the right to use or subcontract with third parties to provide the Cyclomedia Offerings; provided, however, that Cyclomedia is not released from responsibility for its obligations under these Terms. Cyclomedia shall have the right to use any Third Party Technology in the Cyclomedia Offerings, and such Third Party Technology incorporated in the Cyclomedia Offerings may subject Cyclomedia to the terms and conditions of the third party.

3.6 Delivery. Any delivery dates set forth in the applicable Statement of Works are estimates only and Cyclomedia reserves the right to readjust delivery dates without liability; provided, however, that Cyclomedia shall use commercially reasonable efforts to provide or deliver all Cyclomedia Offerings on or before any applicable delivery dates. Cyclomedia may provide or deliver any Cyclomedia Offerings in whole or in installments.

3.7 Change Orders. If either party wishes to change the scope or performance of the Cyclomedia Offerings, it will submit details of the requested change to the other in writing. Cyclomedia will, within a reasonable time after such request, provide a written estimate to Customer of (a) the likely time required to implement the change; (b) any necessary variations to the fees and other charges for the Cyclomedia Offerings arising from the change; (c) the likely effect of the change on the Cyclomedia Offerings; and (d) any other impact the change might have on the performance of these Terms. Promptly after receipt of the written estimate, the parties will negotiate and agree in writing on the terms of such change (a "Change Order"). Neither party will be bound by any Change Order unless it is signed in accordance with Section 14.

3.8 Acceptance. The acceptance period shall amount to ten (10) days, excluding Saturdays, Sundays, and public holidays ("Business Days"), after delivery of the Cyclomedia Offerings or, if the parties have agreed in writing that Cyclomedia shall deliver the Cyclomedia Offerings in phases, after completion of the phase in question. The Cyclomedia Offerings shall be deemed to have been accepted by the Customer when: a) Customer notifies Cyclomedia before the end of the acceptance period that the Cyclomedia Offerings are accepted; or b) Cyclomedia has not within the acceptance period received a written notice from the Customer identifying specifically any basis for not approving the Cyclomedia Offerings. If the Customer does not accept the Cyclomedia Offerings, the Customer and Cyclomedia will draft a list of errors preventing acceptance and Cyclomedia will remedy these errors within a reasonable time. When Cyclomedia has not succeeded in remedying all errors within a reasonable period, parties will discuss any possible next steps.

## 4. FEES AND PAYMENT.

4.1 Payment. The fees related to the Cyclomedia Offerings are included in the Statement of Work. Cyclomedia will invoice Customer for all payments, fees, and other costs due. All fees and costs are due in U.S. dollars and due and payable within thirty (30) days from the date of the invoice, unless the parties otherwise agree in writing. The Statement of Work may include an estimate of the quantity of Image Material and/or the Information Products to be provided and the fees related thereto which takes into account the provided Customer Data. The actual quantity of Image Material and/or Information Products to be provided may result in a fee adjustment. The Customer is aware of this and Cyclomedia will inform the Customer thereof as fully as possible. If Customer reasonably and in good faith disputes any invoice, Customer will notify Cyclomedia in writing of its objection within 10 Business Days from the date of Customer's receipt of the invoice, provide a detailed description of the reasons for the objection, and pay the portion of the invoice that is not in dispute. Any undisputed amounts not paid within the period set forth in the applicable Statement of Work will bear interest at a rate equal to the lower of [1.5%] per month or the maximum rate of interest under applicable law. All costs incurred for collection and bank charges will be

paid by Customer. Customer will be billed all applicable taxes in addition to the fees outlined in the applicable Statement of Work. Customer shall have no right to set off against amounts which may become payable to Customer under these Terms. Cyclomedia will apply all payments first to any unpaid costs and fees, then to any accrued and unpaid interest, and the balance to payments due under any invoices in inverse order of their dates.

4.2 Suspension of Services. If Customer's account is 10 days or more overdue (except with respect to charges then under reasonable and good faith dispute), or if at any time Cyclomedia believes in good faith that the prospect of payment is impaired, in addition to any of its other rights or remedies, Cyclomedia reserves the right to immediately suspend Services and Customer access to the Cyclomedia Offerings, without liability, until Customer pays all overdue amounts in full or in Cyclomedia's sole judgment provides adequate assurance of Customer's ability to fulfill its payment obligations, either then due or thereafter arising. Suspension will not relieve Customer of its obligation to pay the total fees owed.

## 5. TERM; TERMINATION; CHANGES.

5.1 Term. These Terms continue until termination of the later of the last Subscription Term or completion of the Services provided under a Statement of Work (the "**Term**").

5.2 Termination for Cause. A party may terminate these Terms or any Statement of Work for cause: (i) 30 days following written notice to the other party of a material breach, provided such breach remains uncured; or (ii) if the other party becomes the subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors. In addition, Cyclomedia may terminate these Terms or any Statement of Work immediately upon a violation of the applicable Use Guidelines.

5.3 Effect of Termination. Upon termination of these Terms or a Statement of Work, the parties will return or destroy any Confidential Information in their possession which was disclosed under these Terms, except as may be necessary in conjunction with property assessment appeals or related litigation, or as otherwise required by law, and except that Customer may retain one still image per parcel to be included in the property record. Termination will not relieve Customer of the obligation to pay any fees accrued or payable to Cyclomedia prior to the effective date of termination. Cyclomedia will not refund any pre-paid Subscription fees unless Customer terminates for cause, in which case Cyclomedia will refund pre-paid fees for the remainder of a Subscription Term. The provisions of these Terms that should by their nature survive termination of these Terms will survive any termination.

5.4 Regulatory and Legal Changes. If changes in applicable law, regulation, rule or order materially affect delivery of the Services, the parties will negotiate appropriate changes to these Terms. If the parties cannot reach agreement within 30 days after Cyclomedia's notice requesting renegotiation: (a) Cyclomedia may, on a prospective basis after such 30 day period, pass any increased costs on to Customer; and (b) if Cyclomedia does so, Customer may terminate the affected Service on notice to Cyclomedia.

## 6. OWNERSHIP AND GRANT OF RIGHTS.

6.1 Cyclomedia Property. Title to and ownership of all intellectual property rights relating to the Cyclomedia Property will at all times remain with Cyclomedia, including all adaptations, modifications, derivative works, additions or extensions, whether made by Cyclomedia, Customer, or a third party.



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6.2 Customer Data. As between Cyclomedia and Customer, all Customer Data is owned by Customer. Customer grants Cyclomedia a limited, non-exclusive right to use, access, duplicate, sublicense, and modify the Customer Data solely to perform its responsibilities under these Terms.

6.3 Grant of Rights. During each Subscription Term, Cyclomedia grants to Customer limited, non-exclusive, non-transferable, non-sub-licensable rights to access and use the Cyclomedia Offerings identified in the applicable Statement of Work. Each Service Schedule will specify any additional license rights granted to Customer. All other rights are reserved by Cyclomedia.

## 7. CONFIDENTIAL INFORMATION.

7.1 Definition of Confidential and Proprietary Information. “**Confidential Information**” means trade secret other non-public information of or concerning a party or its business, suppliers, customers, products, or services, disclosed by a Party (“**Disclosing Party**”) to the other Party (“**Receiving Party**”). Without limitation, the Cyclomedia Offerings and Cyclomedia Data are Cyclomedia Confidential Information and Customer Data are Customer Confidential Information. Information will not be considered to be Confidential Information to the extent that it (i) is already known to Receiving Party on a non-confidential basis when first obtained from Disclosing Party, (ii) is or becomes publicly known through no wrongful act of Receiving Party, (iii) is rightfully received by Receiving Party from a third party without restriction, or (iv) was independently developed by Receiving Party without use of any Confidential Information of Disclosing Party. Neither party will use or disclose any Confidential Information of the other party except as permitted by these Terms. Confidential Information of Disclosing Party will be maintained under secure conditions by Receiving Party using reasonable security measures and, in any event, not less than the same security measures used by Receiving Party for the protection of its own Confidential Information.

7.2 Compelled Disclosure. If Receiving Party is compelled by law to disclose Confidential Information of Disclosing Party, it will, if possible, provide Disclosing Party with prior notice of the compelled disclosure and reasonable assistance, at Disclosing Party’s cost, if Disclosing Party wishes to contest the disclosure.

7.3 Remedies. If Receiving Party discloses or uses (or threatens to disclose or use) any Confidential Information of Disclosing Party in breach of this Section, Disclosing Party will have the right, in addition to any other remedies available to it, to seek injunctive relief to enjoin such acts, it being specifically acknowledged by the parties that any other available remedies are inadequate.

## 8. LIMITED WARRANTY.

8.1 Cyclomedia Offerings. Cyclomedia warrants the Cyclomedia Offerings will operate in substantial conformity with the applicable Service Schedule and Documentation provided by Cyclomedia to Customer. In the event of any breach of the warranty in this Section, which must be reported in writing by Customer within ten (10) Business Days after Customer discovers or reasonably should have discovered such breach, Customer’s sole and exclusive remedy, and Cyclomedia’s sole obligation, will be for Cyclomedia to correct the reported nonconformity within a commercially reasonable period, as may be further described in the applicable Service Schedule. The media on which Software is delivered is warranted for thirty (30) days following delivery.

8.2 Limitations. Cyclomedia is not responsible for loss of Customer Data, unless such loss is caused by the Services and/or Software furnished to Customer by Cyclomedia. Customer acknowledges that communications and transactions conducted on-line may not be absolutely secure, that there may be system or Internet failure that limits Customer’s accessibility to the Cyclomedia Offerings, and that on-line services are not guaranteed to be error-free. By using the Cyclomedia Offerings, Customer

accepts these disclosed risks associated with the use of the Cyclomedia Offerings and the Internet generally.

8.3 Disclaimer of All Other Warranties. THE EXPRESS WARRANTIES IN THESE TERMS ARE IN LIEU OF, AND CYCLOMEDIA DISCLAIMS, ALL OTHER WARRANTIES, CONDITIONS, OR REPRESENTATIONS (EXPRESS OR IMPLIED, ORAL OR WRITTEN), RELATED TO THESE TERMS, WHETHER ARISING BY CUSTOM OR USAGE IN THE TRADE, COURSE OF DEALING, OR OTHERWISE; EXCEPT THAT CUSTOMER SHALL BE ENTITLED TO WARRANTIES ARISING BY OPERATION OF LAW. *CYCLOMEDIA MAKES NO REPRESENTATION OR WARRANTY THAT CUSTOMER'S USE OF THE CYCLOMEDIA OFFERINGS, OR ANY SERVICE OR THE CYCLOMEDIA SITE, WILL BE IN COMPLIANCE WITH ANY LAW OR REGULATION.*

## 9. CUSTOMER REPRESENTATIONS AND WARRANTIES.

9.1 Regulations. Customer represents and warrants that it is currently complying and will continue to comply with all requirements of laws and regulations applicable to Customer's use of the Cyclomedia Offerings, and all other applicable federal, state and local laws, regulations and guidelines, including but not limited to those relating to export control, anti-corruption, and anti-terrorism ("**Regulations**").

9.2 Reliance. In connection with the performance of the Services, the parties agree that Cyclomedia may rely upon the Customer Property. Customer represents and warrants that the Customer Property is complete and accurate. If any error results from incorrect Customer Property supplied by Customer, Customer shall be responsible for discovering and reporting such error, payment of any and all fees and expenses incurred by Cyclomedia due to such error, payment for any additional Services to be performed by Cyclomedia due to such error, and supplying the Customer Property necessary to correct such error by reprocessing at the earliest possible time.

## 10. INDEMNIFICATION.

10.1 Indemnification by Cyclomedia. Cyclomedia will indemnify, defend, and hold harmless Customer, its directors, officers, employees, and agents, against any Action against Customer solely to the extent that the Action is based on a claim that any Software infringes any United States copyright or misappropriates any trade secret. Cyclomedia will pay costs and damages finally awarded against Customer in any such Action, or those costs and damages agreed to in a monetary settlement of an Action. If the Software becomes, or in Cyclomedia's opinion is likely to become, the subject of an infringement or misappropriation claim, Cyclomedia may, at its option and expense, either: (i) procure for Customer the right to continue using the Software as part of the Cyclomedia Offerings, or (ii) replace or modify the Software so that it becomes non-infringing (provided any such replacement or modification does not materially degrade the Software's functionality as described in the then-current Documentation). Notwithstanding the foregoing, Cyclomedia will have no obligation with respect to any Third Party Technology or Customer Property or an infringement or misappropriation claim if the Software is being misused, used in violation of these Terms or any Regulations, used in nonconformance with the Documentation, or has been modified by Customer or any third party. Cyclomedia's obligations under this Section will constitute its sole and exclusive obligations and Customer's sole and exclusive remedy in the event that any claim or action is brought against Customer alleging that the Cyclomedia Offerings infringe, misappropriate, or otherwise violate the rights of any third party.

10.2 Notification and Cooperation. The obligations under this Section are conditioned on (a) the indemnified party notifying the indemnifying party promptly in writing of the commencement of any Action, (b) the indemnified party giving the indemnifying party sole control of the defense and any

related settlement negotiations, and (c) the indemnified party cooperating with the indemnifying party in the defense.

11. **NON-SOLICITATION.** During the Term and for a period of 6 months following the termination or expiration of these Terms, Customer agrees not to solicit, nor attempt to solicit, the services of any employee or sub-contractor of Cyclomedia who provides services to Customer during the Term without prior written consent. Customer will not be in violation this Section if an employee or subcontractor of Cyclomedia responds to a public advertisement of an open position and is subsequently hired. Violation of this provision will entitle Cyclomedia to assert liquidated damages against Customer equal to fifty percent (50%) of the solicited person's annual compensation and all reasonable legal fees incurred by Cyclomedia in enforcing its rights under this Section.

12. **CHOICE OF LAW; DISPUTE RESOLUTION.** These Terms will be interpreted and construed in accordance with the laws of the State of Washington and the United States, excluding conflict of laws provisions. All disputes relating to these Terms will be subject to the exclusive jurisdiction of state and federal courts in Washington, and the parties will submit to the personal and exclusive jurisdiction and venue of these courts; provided, however, that the foregoing does not prohibit Cyclomedia from instituting an action in any court of competent jurisdiction, in which venue is proper, to obtain injunctive relief to protect or enforce its intellectual property rights.

13. **RELATIONSHIP OF THE PARTIES.** The parties are independent contractors, and neither party has any power or authority, nor will it represent that it has any power or authority, to bind the other party or to assume or create any obligation or responsibility, express or implied, on behalf of the other party, or in the other party's name.

14. **GENERAL. Assignment.** These Terms binds the parties' representatives, successors, and assigns, except that neither party may assign these Terms without the prior written consent of the other party unless it is: (a) to an affiliate of the party; or (b) to a purchaser of all or substantially all of the business or assets of the party, whether by merger or otherwise, and written notice is provided within 30 days to the other party. **Notices.** Any written notice required to be given to a party will be given by personal delivery to that party, or mailed by registered or certified mail, return receipt requested, postage prepaid, to that party at that party's address on the Statement of Work. **Force Majeure.** Except for the obligation to make payments, neither party will be liable for delays or breaches in its performance under these Terms due to causes beyond its reasonable control. **Modifications; Severability; Waiver.** Any modification of these Terms will be effective only if in writing and signed by both parties. Any provision of these Terms that is held to be invalid, illegal or unenforceable will be severed from these Terms, and the remaining provisions will remain in full force and effect. No failure or delay by either party to exercise any right or remedy will be construed as a current or future waiver of such remedy or right. **Counterparts.** These Terms may be executed in any number of counterparts, each of which will be deemed an original, and all of which taken together will constitute one and the same instrument. Facsimile signatures, or other electronic signatures, are binding and have the same effect as a handwritten signature.

## SERVICE SCHEDULE

### Street Smart Cloud - Software as a Service ("SaaS")

This Service Schedule applies in addition to the General Terms and Conditions ("**Terms**") to the provision of Street Smart Cloud, a secure, scalable service that includes the hosting and provision of Image Material, Information Products and Software.

1. Definitions. In addition to terms defined in the Terms, the following terms will have the following meanings:

1.1 "**Cyclomedia Site**" means the website provided by Cyclomedia to Customer so it may access Street Smart, Information Products and Image Material on a remote basis.

1.2 "**Subscription Fee**" means the annual fee for a Street Smart Cloud Subscription.

1.3 "**Subscription Start Date**" means the date that the Statement of Work is submitted or is otherwise identified on the Statement of Work.

1.4 "**Subscription Term**" means the period defined in the applicable Statement of Work.

1.5 "**System**" means the computers, servers and related equipment used by or on behalf of Cyclomedia to provide access to the Services.

2. Cyclomedia Responsibilities. Cyclomedia will provide access to the Cyclomedia Site as of the Subscription Start Date, respond to Service incidents, and host and maintain the Cyclomedia Site and Customer Data as set forth in this Schedule and the Terms. Cyclomedia will make reasonable efforts to make the Cyclomedia Site available to the Customer twenty-four hours a day, seven days a week.

3. Customer Responsibilities. Customer (i) will upload sufficient Customer Data, in a suitable format, for Cyclomedia to provide the Services; (ii) will have suitable computing devices to access the Cyclomedia Offerings; (iii) is solely responsible for providing adequate security of Customer's internal systems, Customer Data and for all third-party fees associated with provision of the Services; and (iv) will comply with all third party acceptable use policies related to Third Party Technology used to view the Image Material, provided there is privity of contract between such third party and Customer.

4. Use Guidelines. Customer will use the Services including any (downloaded) Image Material or Information Products and adaptations, modifications, derivative works, additions or extensions thereof, solely for its internal business purposes and the specific purposes agreed upon in writing and will not: (i) license, sublicense, sell, resell, rent, lease, transfer, assign, distribute, time share or otherwise commercially exploit the Services; (ii) attempt in any way to circumvent or otherwise interfere with any security precautions, procedural controls, or other measures relating to the Cyclomedia Offerings; (iii) attempt to reverse engineer or decompile any component or element of the Cyclomedia Offerings; (iv) transfer to third parties or permit third parties to use Customer's user name and password or Cyclomedia Property, except to other partner government agencies; (v) disclose the Image Material or the Information Products or adaptations, modifications, derivative works, additions or extensions thereof to the public (including all conceivable Internet applications), except as may be necessary in conjunction with property assessment appeals or related litigation, or as otherwise required by law; (vi) systematically download the Image Material and/or the Information Products; (vii) use the Image Material and/or the Information Products for systematic extraction, inventory, annotation and/or change detection of (characteristics of) objects and 'points of interest' (hereinafter "Data Analysis") for commercial purposes of any nature whatsoever, including but not limited to renting, leasing, (sub)licensing, selling, alienating, pledging, transferring as security or under any title whatsoever and allowing third parties to use (the results of) the Data Analysis for any purpose whatsoever; (viii) use the System or the Services for any acts that are

contrary to any applicable Regulations; or (ix) copy any Documentation other than is necessary for the purposes permitted under these Terms and for backup purposes, provided that Customer shall not remove any of Cyclomedia's Marks when copying such Documentation. Cyclomedia may immediately suspend all access to the Cyclomedia Site and disable all Authorized User logins in the event Cyclomedia reasonably suspects a misuse of the Services. If the Customer intends to use the Services including any (downloaded) Image Material or Information Products and adaptations, modifications, derivative works, additions or extensions thereof, for purposes other than those agreed upon pursuant to this Article, the Customer will request Cyclomedia in writing for its upfront approval of such intended purposes. Approval by Cyclomedia will be at its sole discretion but shall not be unreasonably withheld. Upon reasonable notice to Customer, Cyclomedia may audit and inspect the use of the Services by the Customer in the event Cyclomedia reasonably suspects a misuse of the Services. Customer will give Cyclomedia access to its facilities, offices, and information reasonably needed by Cyclomedia to evaluate the use of the Services and Customer agrees to correct any deficiencies found during an audit at its expense.

5. **Management of Services.** Cyclomedia is at all times entitled to make changes in the log-in procedure. Cyclomedia will notify Customer about such changes as soon as possible. Without prior notice being required, Cyclomedia is entitled to discontinue the operation of the System and/or the Services temporarily or to restrict use to the extent this is reasonably necessary for maintenance purposes or for necessary adjustments to or improvements in the System and/or Services without the Customer or an Authorized User being entitled to claim any compensation from Cyclomedia.

6. **Payment.** Customer shall pay the agreed-upon Subscription Fee in advance. Cyclomedia may change its fees from time to time; provided, however, that Cyclomedia shall provide 30 days written notice of any change in fees. In the event that Cyclomedia shall increase its fees pursuant to this Section, Customer shall have the right to terminate its current Statement of Work effective the date of such change in fees. Customer's obligation to payment of fees remains in full force and effect during any brief and temporary periods when the Services are inoperable.

7. **Suspension of Service.** Cyclomedia has the right to suspend, terminate, or otherwise restrict the Customer's use of the Services or the Software if such use (a) results in a failure or delay of any network or system of Cyclomedia or a third party, (b) is in violation of the Use Guidelines, or (c) if necessary or desirable for maintenance or improvement purposes. Cyclomedia is not liable for any Action arising from the suspension, termination, or restriction of the Services or access to the Services pursuant to this Section.

8. **Effect of Termination.** Customer has (30) days after the effective date of termination of this Agreement, or after the termination of a Statement of Work, to return or destroy any Confidential Information of Cyclomedia. Further, if Customer terminates the Service, other than for cause, before the end of the Subscription Term, Customer will not be entitled to any refund of prepaid fees and any fees by owed by Customer are immediately due and payable.

9. **Warranty.** Cyclomedia warrants that the Cyclomedia Offerings will operate in substantial conformity with the Documentation. Cyclomedia does not guarantee that Customer's access to or use of the Cyclomedia Offerings will be uninterrupted or error-free.

In Witness Whereof, the parties have executed this Agreement.

Cyclomedia Technology, Inc.	
By:	By: 
Print Name: Darren Cottage	Print Name: Pamela R. Rushton
Title: EVP of Sales – US	Title: Assessor
Date:	Date: 2/18/2026

Approved as to form only by

  
Bert Dee Boughton  
Civil Deputy Prosecuting Attorney  
Clallam County



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**AGENDA ITEM SUMMARY**  
(Must be submitted NLT 3PM Wednesday for next week agenda)

MAR 03 2026

**Department: Public Works/Roads**

**WORK SESSION**  Meeting Date: 02/23/2026

**REGULAR AGENDA**  Meeting Date: 03/03/2026

**Required originals approved and attached?**   
**Will be provided on:**

**Item summary:**

- Call for Hearing
- Resolution
- Draft Ordinance
- Contract/Agreement/MOU - Contract #
- Proclamation
- Final Ordinance
- Budget Item
- Other Right of Way Acquisition

Documents exempt from public disclosure attached:

**Executive summary:**

Wild Salmon wants to replace a culvert on Quandary Creek for fish passage. A temporary construction easement is needed. This is the second easement needed.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**

Cost of easement is \$252.

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Approve

**County Official signature & print name:** Joe Donisi, P.E.

**Name of Employee/Stakeholder attending meeting:** Joe Donisi, Linda Capps

**Relevant Departments:** Roads

**Date submitted:** 2/18/2026

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

COUNTY ROAD NAME E Lake Pleasant Rd CRP \_\_\_\_\_  
 NO. 16170  
 PROPERTY OWNERS Greene Properties LLC

**CLALLAM COUNTY ROAD DEPARTMENT  
 Easement Purchase Agreement**

In exchange for deeded land in the matter of the above said County Road Project, Clallam County shall provide the following:

For temporary construction easement - \$152.00

*Administrative Adjustment - \$100.00*  


---

  
*Total \$ 252.00*

The undersigned property owners hereby authorize and grant Clallam County the right to provide the above agreement, together with the right to enter upon their remaining lands as may be necessary to perform any of the above. There are no other agreements written or oral other than those stated herein.

Signed at \_\_\_\_\_, Washington this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

  
 \_\_\_\_\_  
 Property Owner

\_\_\_\_\_  
 Property Owner

\_\_\_\_\_  
 Property Owner

\_\_\_\_\_  
 Property Owner

\_\_\_\_\_  
 Address; Street or Box No.

\_\_\_\_\_  
 Address; Street or Box No.

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

  
 \_\_\_\_\_  
 R/W Agent or Witness

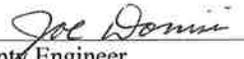
\_\_\_\_\_  
 R/W Agent or Witness

**Reviewed By:**

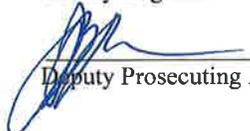
**Approved By:  
 BOARD OF CLALLAM COUNTY COMMISSIONERS**

 2-18-26  
 Assistant Engineer Date

\_\_\_\_\_  
 Mike French, Chair Date

 2-18-26  
 County Engineer Date

\_\_\_\_\_  
 Randy Johnson Date

 2-18-26  
 Deputy Prosecuting Attorney Date

\_\_\_\_\_  
 Mark Ozias Date

## TEMPORARY CONSTRUCTION EASEMENT DESCRIPTION

THAT PORTION OF GOVERNMENT LOT 6 OF SECTION 25, TOWNSHIP 30 NORTH, RANGE 13 WEST, W.M., DESCRIBED AS FOLLOWS;

COMMENCING AT THE SOUTHEAST CORNER OF SAID GOVERNMENT LOT 6, THENCE NORTH 86°18'29" WEST ALONG THE SOUTH LINE OF SAID GOVERNMENT LOT A DISTANCE OF 300.02 FEET TO A POINT ON THE CENTERLINE OF EAST LAKE PLEASANT ROAD; THENCE ALONG SAID CENTERLINE NORTH 03°10'21" WEST A DISTANCE OF 259.49 FEET; THENCE NORTH 86°49'39" EAST A DISTANCE OF 30 FEET TO A POINT ON THE EAST RIGHT OF WAY OF EAST LAKE PLEASANT ROAD, SAID POINT ALSO BEING THE POINT OF BEGINNING;

THENCE NORTH 03°10'21" WEST ALONG SAID EAST RIGHT OF WAY A DISTANCE OF 120.00 FEET;

THENCE NORTH 86°49'39" EAST A DISTANCE OF 5.00 FEET;

THENCE SOUTH 03°10'21" EAST A DISTANCE OF 35.00 FEET;

THENCE NORTH 86°49'39" EAST A DISTANCE OF 25.00 FEET;

THENCE SOUTH 03°10'21" EAST A DISTANCE OF 85.00 FEET;

THENCE SOUTH 86°49'39" WEST A DISTANCE OF 30.00 FEET TO THE POINT OF BEGINNING;

SITUATE IN CLALLAM COUNTY, WASHINGTON.

HAVING AN AREA OF 2,725 SQUARE FEET

WHEN RECORDED RETURN TO  
Clallam County Public Works Department Road Division

**Temporary Easement**

**THE GRANTOR Greene Properties LLC**

for and in consideration of \$10.00 and other valuable consideration grants and conveys to **CLALLAM COUNTY, A POLITICAL SUBDIVISION, BY AND THROUGH ITS ROAD DEPARTMENT** a temporary easement over, under, upon and across the hereinafter described lands, situate in the County of Clallam, State of Washington, for the purpose of roads, slopes, drainage, clear zone and utilities, being a portion of Tax Parcel No: 133025310075

**See Legal Attached**

together with the right at all times to the Grantee(s), its successors and assigns, for ingress to and egress from said lands, across adjacent lands of the Grantor(s) for the purpose of construction of the project or work which is the subject of this easement. The rights, title, privileges and authority hereby granted shall continue and be in force from 09/01/2025 until 12/31/2026 at which time all such rights, title, privileges and authority hereby granted shall terminate.

Dated Feb 18 20 26

[Signature]  
GRANTOR:

GRANTOR:

STATE OF WASHINGTON )  
  ) ss.  
COUNTY OF CLALLAM)

On 18<sup>th</sup> this Feb day 2026 personally appeared before me Daniel Greene to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he signed the same as his free and voluntary act and deed, for the uses and purposes therein mentioned.

Given under my hand and official seal this 18<sup>th</sup> day of Feb, 2026.

[Signature]  
Notary Public in and for the State of Washington,  
residing at Port Angeles, WA  
My appointment expires: 11/22/27





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# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

MAR 08 2020

Department: BOCC

WORK SESSION  Meeting Date: 3-2-26

REGULAR AGENDA  Meeting Date: 3-3-26

Required originals approved and attached?

Will be provided on:

**Item summary:**

- Call for Hearing
- Contract/Agreement/MOU - Contract # 000-19-002-3 / KC-279-19-C
- Resolution
- Proclamation
- Budget Item
- Draft Ordinance
- Final Ordinance
- Other

Documents exempt from public disclosure attached:

**Executive summary:**

Third amendment (KC-279-19-C) to interlocal agreement for the Salish Behavioral Health Administrative Services Organization. This amendment is to extend the agreement's expiration date to December 31, 2027 only. Review and approval of the third amendment (KC-279-19-C).

This agreement was approved by the BOCC on February 17. Salish BHASO requested that the heading be amended from second to third amendment.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)

Review and approve of the second amendment (KC-279-19-C)

**County Official signature & print name:** Loni Gores Loni Gores, Clerk

**Name of Employee/Stakeholder attending meeting:** Board of Commissioners

**Relevant Departments:** Board of Commissioners

\* Work Session Meeting - Submit 1 single sided/not stapled copy  
\*\* Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Salish agreement amendment C #3.docx  
Revised: 3-04-2019

000-19-002-3

**THIRD AMENDMENT TO INTERLOCAL AGREEMENT  
FOR THE SALISH BEHAVIORAL HEALTH ADMINISTRATIVE  
SERVICES ORGANIZATION**

This Third Amendment to Interlocal Agreement for the Salish Behavioral Health Administrative Services Organization (the "Agreement") is entered into among the undersigned effective January 1, 2026. The Agreement is amended as follows:

1. Section X{A) The Agreement's expiration date is extended through December 31, 2027.
  
2. All other provisions of the Agreement remain unchanged and in full force and effect.

**DATED** this \_\_\_\_ day \_\_\_\_\_, 2026.

**BOARD OF COUNTY COMMISSIONERS  
KITSAP COUNTY, WASHINGTON**

\_\_\_\_\_  
**ORAN ROOT**, Chair

\_\_\_\_\_  
**KATHERINE T. WALTERS**, Commissioner

\_\_\_\_\_  
**CHRISTINE ROLFES**, Commissioner

ATTEST:

\_\_\_\_\_  
Dana Daniels, Clerk of the Board

**Approved as to form by the Prosecuting Attorney's Office**

**CLALLAM COUNTY BOARD  
COMMISSIONERS**

DATED this \_\_\_\_\_ of \_\_\_\_\_, 2026.

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**MARK OZIAS**, Commissioner

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**RANDY JOHNSON**, Commissioner

---

**MIKE FRENCH**, Commissioner

Approved as to for only by

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**Civil Deputy Prosecuting Attorney**  
Clallam County

**JEFFERSON COUNTY BOARD  
COMMISSIONERS**

DATED this \_\_\_\_\_ of \_\_\_\_\_, 2026.

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**HEIDI EISENHOUR, Chair**

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**GREG BROTHERTON, Commissioner**

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**HEATHER DUDLEY-NOLLETTE, Commissioner**

Attest:

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**Clerk of the Board** Date

Approved as to form only:

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**Chief Civil Deputy Prosecuting Attorney** Date

**JAMESTOWN S’KALLAM TRIBE**

DATED this \_\_\_\_\_ of \_\_\_\_\_, 2026.

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**W. RON ALLEN, TRIBAL CHAIR/CEO**



# AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

3a

MAR 03 2026

Department: BOCC

WORK SESSION  Meeting Date:

REGULAR AGENDA  Meeting Date: 3-3-26

### Item summary:

- Hearing  Contract/Agreement/MOU - Contract #
- Resolution  Proclamation  Budget Item
- Draft Ordinance  Final Ordinance  Other

### Executive summary:

Clallam County Public Works has submitted an application to request a grant from the Opportunity Fund for the Clallam Bay / Sekiu Sewer Pipe Replacement Project

On January 7, 2026 the Opportunity Fund Advisory Board (OFB) convened in accordance with Clallam County Code 5.40 to consider the application submitted by Clallam County Public Works. At the conclusion of the meeting the OFB moved to recommend to the Clallam County Board of Commissioners to fund a loan in the amount of \$1,000,000, bearing interest at the Local Government Investment Pool (LGIP) rate in effect at the data of loan inception, to be repaid within 18 months. The loan proceeds will be used to fund improvements for the next phase of sewer inflow and infiltration pipe replacement at the Wastewater Treatment Plants located in Clallam Bay and Sekiu. Referencing Grant Agreement #WQC-2026-CLACPW-00271.

The Clallam EDC deemed the application met all requirements to be considered by the OFB and deemed it eligible for funding according to CCC 5.40.041.

The Prosecuting Attorney's Office has not reviewed and approved of the application.

**Budgetary impact:** (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**   
Recommends funding a loan in the amount of \$1,000,000, bearing interest at the Local Government Investment Pool (LGIP) rate in effect at the data of loan inception, to be repaid within 18 months. The loan proceeds will be used to fund improvements for the next phase of sewer inflow and infiltration pipe replacement at the Wastewater Treatment Plants located in Clallam Bay and Sekiu. Referencing Grant Agreement #WQC-2026-CLACPW-00271.

**Recommended action:** (Does the Board need to act? If so, what is the department's recommendation?)  
Hold a hearing and request approval of a resolution.

**County Official signature & print name:** Loni Gores Loni Gores, Clerk

**Name of Department/Employee/Stakeholder attending meeting:** Board of Commissioners, Opportunity Fund Board – Alan Barnard, Clallam EDC – Colleen McAleer, Prosecuting Attorney's Office and Finance Department

\* Work Session Meeting - Submit 1 single sided/not stapled copy Opportunity Fund Clallam County Public Works 3-3-26.docx  
\*\* Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019



RESOLUTION \_\_\_\_\_, 2026

AUTHORIZING A GRANT FROM THE OPPORTUNITY FUND

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The Opportunity Fund was authorized by the state legislature in 1997 to assist economically distressed rural counties by providing limited funding for publicly owned infrastructure projects that would lead to new job creation or retention of existing jobs.
2. The Clallam County Board of Commissioners adopted Ordinance 668 on June 1, 1999 creating the Opportunity Fund Program codified at Chapter 5.40.
3. Clallam County Code Chapter 5.40 describes the imposition of a sales or use tax, the administration and collection of the tax, and use of the proceeds. It also creates an Opportunity Fund Board and details its composition and responsibilities.
4. The Opportunity Fund Board met January 7, 2026 to review the application submitted by Clallam County Public Works – Clallam Bay / Sekiu Sewer Pipe Replacement Project and voted to recommend approval of a grant.
5. A Board of Clallam County Commissioners public hearing was conducted March 3, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. Authorizes one-time expenditure from the Opportunity Fund to be allocated as follows:  
Clallam County Public Works – Clallam Bay / Sekiu Sewer Pipe Replacement Project/\$1,000,000
2. The Chair is authorized to execute the grant agreement for the approved allocation.

PASSED AND ADOPTED this 3<sup>rd</sup> day of March 2026

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Mike French, Chair

\_\_\_\_\_  
Randy Johnson

\_\_\_\_\_  
Mark Ozias

ATTEST:

\_\_\_\_\_  
Loni Gores, MMC, Clerk of the Board

c: EDC/OFB, Finance Department, Treasurer’s Office, Auditor’s Office



JAN 07 2026

1...2...3...A...

**MEMORANDUM FOR THE RECORD**

**TO:** Clallam County Commissioners

**CC:** Clallam County Opportunity Fund Board Members, Mark Lane, Chief Financial Officer, Clallam County, Colleen McAleer, Executive Director, Clallam County EDC

**FROM:** Alan Barnard, Chair, Opportunity Fund Board

**DATE:** January 7, 2025

**RE:** Opportunity Fund Board Meeting –January 7 2026– Review of Clallam County Opportunity Fund Application

*On January 7, 2026, the Opportunity Fund Board convened pursuant to Clallam County Code 5.40. During the meeting, the Board reviewed an application from the Clallam County Public Works Department to the Opportunity Fund Board.*

*Attached, you will find a copy of the application and the recommended funding amount.*

*At the conclusion of the hour-long meeting, which included a presentation by the applicant and in-depth discussion by the Opportunity Fund Board members, the following motion was approved by the 6 board members present:*

***The Opportunity Fund Board recommends the Board of Clallam County Commissioners authorize the execution of a loan in the amount of \$1,000,000, bearing interest at the Local Government Investment Pool (LGIP) rate in effect at the date of loan inception, to be repaid within 18 months. The loan proceeds will be used to fund improvements for the next phase of sewer inflow and infiltration pipe replacement at the Wastewater Treatment Plants located in Clallam Bay and Sekiu. Referencing Grant Agreement #WQC-2026-CLACPW-00271***

*The Opportunity Fund Board meeting was recorded and will be available for viewing on the Clallam County website.*

Sincerely,

Alan Barnard

Chair, Clallam County Opportunity Fund Board



**Clallam County Board of Commissioners**

223 East Fourth Street, Suite 4

Port Angeles, WA 98362

360.417.2233

**OPPORTUNITY FUND  
APPLICATION**

*Section 1 – Applicant Information*

Date: 11/13/2025	Project Title: Clallam Bay/Sekiu Sewer I/I Pipe Replacements	
Local Government Applicant: Clallam County Public Works		
Contact: Ronald Garcelon		
Address: 223 E 4 <sup>th</sup> Street, Suite 6		
City: Port Angeles	Zip: 98362	
Phone #: 360-417-2441	POC Email: ron.garcelon@clallamcountywa.gov	
Position of Authorized Signer: Steve Gray/ Deputy Director Public Works		

*Section 2 – Attach a copy of your Detailed Description of Project Proposal including information regarding why the Opportunity Funds are necessary and other funding sought.*



# Clallam County Public Works Department

223 E. Fourth St., Suite 6

Port Angeles, WA 98362-3000

## **Section 2 – Attachment A**

Clallam County owns and operates two Wastewater Treatment Plants (WWTPs) and the two associated collection systems located in the Clallam Bay/Sekiur Urban Growth Area (UGA). This infrastructure was installed in 1977 and has been operating continuously ever since. The collection systems consist of gravity piping and seven pump stations that deliver sewage to the treatment plants. The Clallam Bay/Sekiur Sewer Service Area is the boundary of the UGA. The attached maps show the service area and sewer system infrastructure.

The Clallam Bay-Sekiur UGA is a residential and economic center along the County's remote northwest coastline. The two UGA sewer systems provide for the necessary wastewater collection and treatment needs for residents, recreational developments, community businesses, (e.g., restaurants, stores, gas station, etc.), public institutions (e.g., school, library), parks, and other developments. In addition, during fishing seasons (April – October) there are a large number of recreational visitors. These recreational visitors are from both inside and outside of Clallam County. The sewer systems serve all the RV parks, hotels, and rental properties occupied by visitors during this time. The local economy relies on the recreational activities provided by the area and supported by the sewer infrastructure.

The 2018 Clallam Bay/Sekiur General Sewer/Wastewater Facilities Plan and the 2025 amendment identifies the sewer/wastewater system improvements needed. This plan amendment identifies the same system improvements with updated estimates in 2023 dollars: \$13,964,300 for gravity system collection and conveyance related improvements; \$4,910,500 (lift/pump station improvements); and \$24,563,000 for wastewater treatment plant capital improvements.

The Clallam Bay and Sekiur UGA residential, recreational, commercial, public, and other sewer system users cannot generate sufficient revenue to fund these needed and required capital improvements from user fees alone. The amount of utility fee increases that would be required would be cost prohibitive for this small community with many residents and small businesses with limited resources. Historically, user fees have also been insufficient to fully fund the minimum day-day operation and maintenance (O&M) of the two sewer systems in the UGA. The substantial shortfall has been funded by the County's general fund to keep this essential



## Clallam County Public Works Department

223 E. Fourth St., Suite 6

Port Angeles, WA 98362-3000

infrastructure operating to serve the community. The County is closing this funding shortfall for O&M with user-based funding. For example, the recent adoption of a new sewer ordinance has resulted in an increase of approximately \$250,000 generated from sewer system users by addressing how service connections are assessed. However, even with this revenue increase, the costs for O&M of the aging systems, additional user funding will need to be assessed to fully fund O&M. A user rate adjustment to cover the remaining funding gap for O&M is currently under way and is anticipated to go into effect in early 2026.

Clallam County is addressing the capital improvement needs in a phased approach that is greatly dependent upon grant funding. For example, the County has completed two major sewer conveyance/piping projects in Sekiu with \$4,747,373 in funding through the Department of Ecology's Clean Water State Revolving Fund (CWSRF). This is necessary due to the condition of the old concrete piping which allows groundwater to infiltrate and has caused multiple overflows in the treatment plants each wet season. To date, the county has replaced over 7,000 ft of sewer main pipe, 797 ft of side sewer pipe, and 30 manholes.

In addition to phasing completion of conveyance system improvements identified in the sewer facilities plan, the County is working to phase repair/replacements of seven pump stations. To date, the county has repaired/replaced two of the pump stations (Sekiu Pump Station and Lighthouse Pump Station). The first two pump stations were paid for with Real Estate Excise Tax (REET) funds. Since then, available REET funding has been allocated to other projects. The next pump stations being replaced/repared are the Snob Hill Pump Station, Clallam Bay Pump Station and the Middle Point Pump Station. These pump station projects are funded by Opportunity Fund grants and are under contract with the project expected to start in February 2026.

Additional sewer conveyance improvements are planned for 2026, including the remaining portions of Sekiu, Snob Hill and the Middle Point areas of the Clallam Bay/Sekiu UGA. A CWSRF funding package has been awarded to Clallam County Public Works for this project. This award is reimbursement-based funding. Clallam County Public Works is requesting a short-term loan for working capital to pay for project expenses prior to reimbursement by the Department of Ecology.

Section 3 – Application Funding Requested

Amount of Loan Requested:	\$ 1,000,000
Amount of Grant Funds Requested	\$ 0
Local Government Match:	\$ 0
Private Matching Funds: (if applicable)	\$ n/a
State Matching Funds: (if applicable)	\$ n/a
Federal Matching Funds: (if applicable)	\$ n/a
Total Project Cost:	\$ 1,000,000
Amount Raised to Date:	\$ 0

Loan terms proposed: (if applicable)

Requested Rate of Interest:	LGIP Rate at date of loan
Total number of years for repayment:	1 - 1.5
# of Years for Deferral Period: (if applicable):	0
Type of Loan Payment Schedule: (Check One Type Below)	
Straight Line Amortization	
Decreasing Payments	
Increasing Payments	
Other (Specify in Project Proposal)	Lump Sum

If Opportunity Fund grant funding is being applied for explain the project's revenues will not have sufficient cashflow to support loan payments: N/A, loan only. The funding package awarded to Clallam County Public Works for this project is all

reimbursable. This is a short-term loan request for working capital until completion of the project and expenses are reimbursed by the Ecology grant.

*Section 4 – Project Site Information:*

- A) Link and page # detailing the project’s inclusion in an officially adopted Clallam County overall capital facilities plan, or economic development section of Clallam County’s comprehensive plan, or the comprehensive plan of a city within Clallam County:

Clallam County Capital Plan

<https://www.clallamcountywa.gov/DocumentCenter/View/14458/Capital-Plan> Page 3

General Sewer Facilities Plan

<https://www.clallamcountywa.gov/DocumentCenter/View/5039/General-Sewer-and-WasteWater-Facilities-Plan-PDF?bidId=>

General Sewer Facilities Plan - Amendment

<https://www.clallamcountywa.gov/DocumentCenter/View/13155/CBSekiu-General-Sewer-Facilities-Plan---Amendment---Ecology-Approved?bidId=>

- B) Include a site map of the area. Identify the location of the site, *and* public infrastructure (existing and/or proposed).

**Please see attached.**

- C) Project cost breakdown: **The project costs include \$10,030,145 for Construction and Construction Management. The loan requested is for working capital to pay expenses prior to reimbursement by the Ecology Clean Water State Revolving Fund funding package.**

- D) Specifically, for what element(s) of the project are Opportunity Fund Program (OFP) dollars being requested?

- **Clallam County Public Works has been awarded a \$10,030,145 funding package to pay for the next phase of sewer Inflow & Infiltration (I/I) pipe replacements in Clallam Bay/Sekiu from Department of Ecology’s Clean Water State Revolving Fund (CWSRF) program. This funding package is a**

reimbursement program. The request for an Opportunity Fund loan is for working capital to fund construction prior to being reimbursed by the CWSRF program.

E) Estimated schedule for project completion:

Estimated Completion Date:

- Preliminary Engineering Report: Done
- All permits obtained: Done
- Preliminary Design Plans: Done
- Land/Right-of-Way Acquisition Done
- Prepare Bid Documents January 2026
- Award Construction Contract February 2026
- Begin Construction April 2026
- Complete Construction December 2026
- Project Operational December 2026
- Other: Final Grant Reimbursement Q2 2027

F) What other jurisdictions are involved in the planning, design, financing, construction, operation or use of this project? (cities, counties, state/federal agencies, tribes, etc.): **n/a**

G) Will the applicant maintain the project? If not, who will be responsible for its maintenance? **Clallam County Public Works maintains the sewer collection system as part of the Clallam Bay/Seki Sewer System.**

Section 5 – Affordable Workforce Information (If applicable):

A) Does this project directly fund infrastructure related to Affordable Workforce Housing?

Yes	XX
No	

If no, skip to Section 5.

**This project directly funds infrastructure related to all buildings, residential, public owned, or commercial in the service area. This includes all workforce housing in the service area.**

B) If applicable, describe the number of workforce housing units in project that would receive funding if approved:

	Leased	Fee Simple	120%
Type of Units: (e.g., Single Family Residential, fourplex, apartment, etc.):			
# of Units in Type:	71	55	
# of Bedrooms per Unit:			

C) 100% of Clallam County’s Area Median Income (AMI) used for this application: **\$80,800**

**Clallam Bay Median Income: \$44,321, Sekiu Median Income: \$72,917 (American Community Survey data 2022).**

D) Source used to determine most recent year available for Clallam County’s AMI: **HUD**

E) Describe whether the housing will be for a single person, family, or unrelated persons or a combination: **existing housing**

F) If applicable, describe the procedures that will be followed to ensure the occupants are in the workforce and meet the 120% AMI threshold: **N/A**

Section 5 – Private Sector Commitment or Involvement (if applicable)

N/A

A) Identify private sector firm(s) and contact person(s) involved in the project:

Private Entity: N/A
POC at Entity:
POC Telephone:
Will entity locate to Project Site?

B) Explain the private sectors involvement in the project. Why does the private sector require the proposed public infrastructure improvements? N/A

C) Type of jobs to be created/retained:

	# Jobs Retained	# Jobs Created	Ave Annual Wage
Management/Admin (exclusive of owners)			
Supervisors/Professional			
Entry Level Workforce			

This project funds infrastructure that supports all job retention, potential job creation and any residential activities in the project area (Clallam Bay/Sekiu UGA).

D) Projected annual gross payroll (exclusive of owner group):

1-3 Years:	\$
3-5 Years:	\$
5-10 Years:	\$

E) Does the Private Entity commit to signing a standard NDA and to allow a representative from the Clallam EDC to review their Annual Payroll Report to confirm job creation and payroll when requested within the first ten-year term? (check one)

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

*Section 6 – Financial Information of Applicant*

This section examines the general financial status of the applicant.

- A) Provide the most current annual financial report reviewed by the State Auditor. If the most current year is not representative of the past five years, please provide additional information or reports.

**The report Financial Statements and Federal Single Audit Report Clallam County for the period January 1, 2022 – December 31, 2022 can be found at:**

<https://www.clallamcountywa.gov/ArchiveCenter/ViewFile/Item/901>

- B) Identify funds (General Fund, Utility Fund, etc.) that will be eligible to repay an OFP loan. If any funds cannot be used to service OFP debt, please explain. If a particular fund or revenue source has been identified for repayment of the loan, please describe

**The Opportunity Fund loan repayment will be funded by the Department of Ecology's Clean Water State Revolving Fund (CWSRF) program reimbursements.**

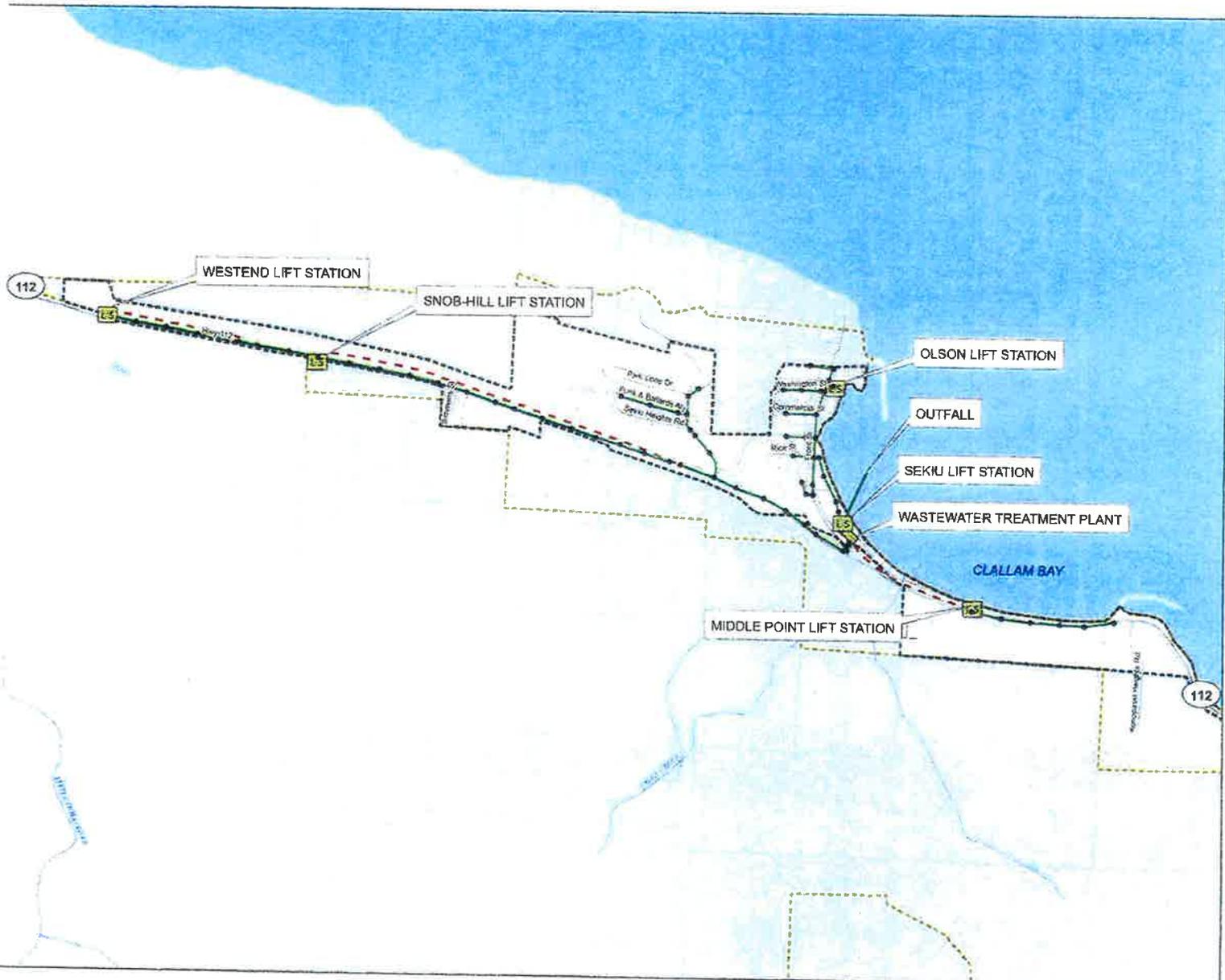
*Section 7 – Declaration*

I HEREBY CERTIFY THAT THE INFORMATION GIVEN IN THIS APPLICATION TO THE OPPORTUNITY FUND BOARD IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Signature of responsible official:

  
\_\_\_\_\_

Print or Type Name and title: Steve Gray, Deputy Director Public Works



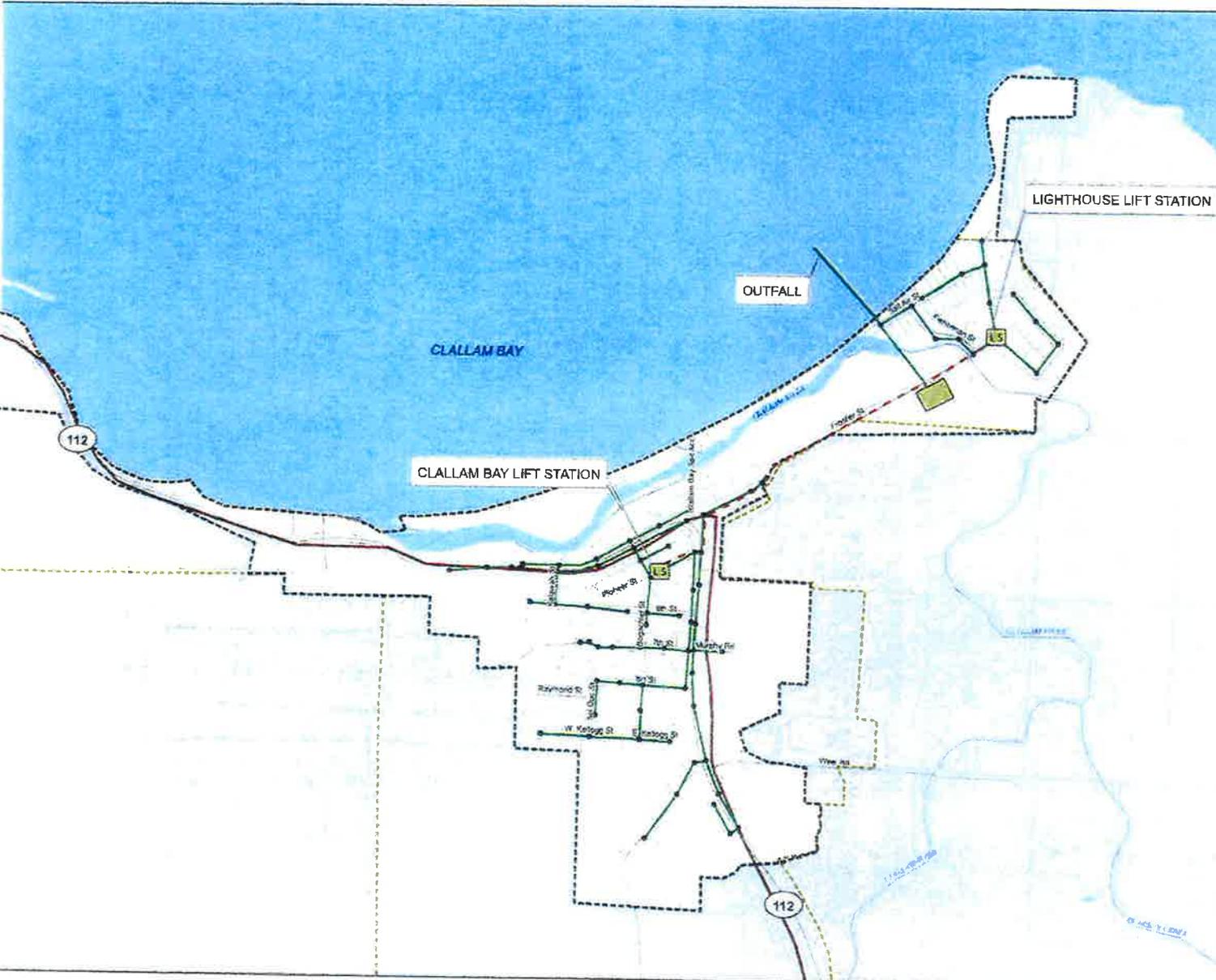
**LEGEND**

- SEWER MANHOLE
- GRAVITY SEWER PIPE
- - - FORCE MAIN
- ☐ LIFT STATION
- ▭ WASTEWATER TREATMENT PLANT
- - - CURRENT SEWER SERVICE AREA
- - - UGA BOUNDARY
- ▭ PARCEL
- ▭ WATERBODY

**CLALLAM BAY/SEKIU  
GENERAL SEWER/WASTEWATER  
FACILITIES PLAN**

FIGURE 2-1  
SEWER SERVICE AREA (SEKIU)

  
**Gray & Osborne, Inc.**  
 CONSULTING ENGINEERS



**LEGEND**

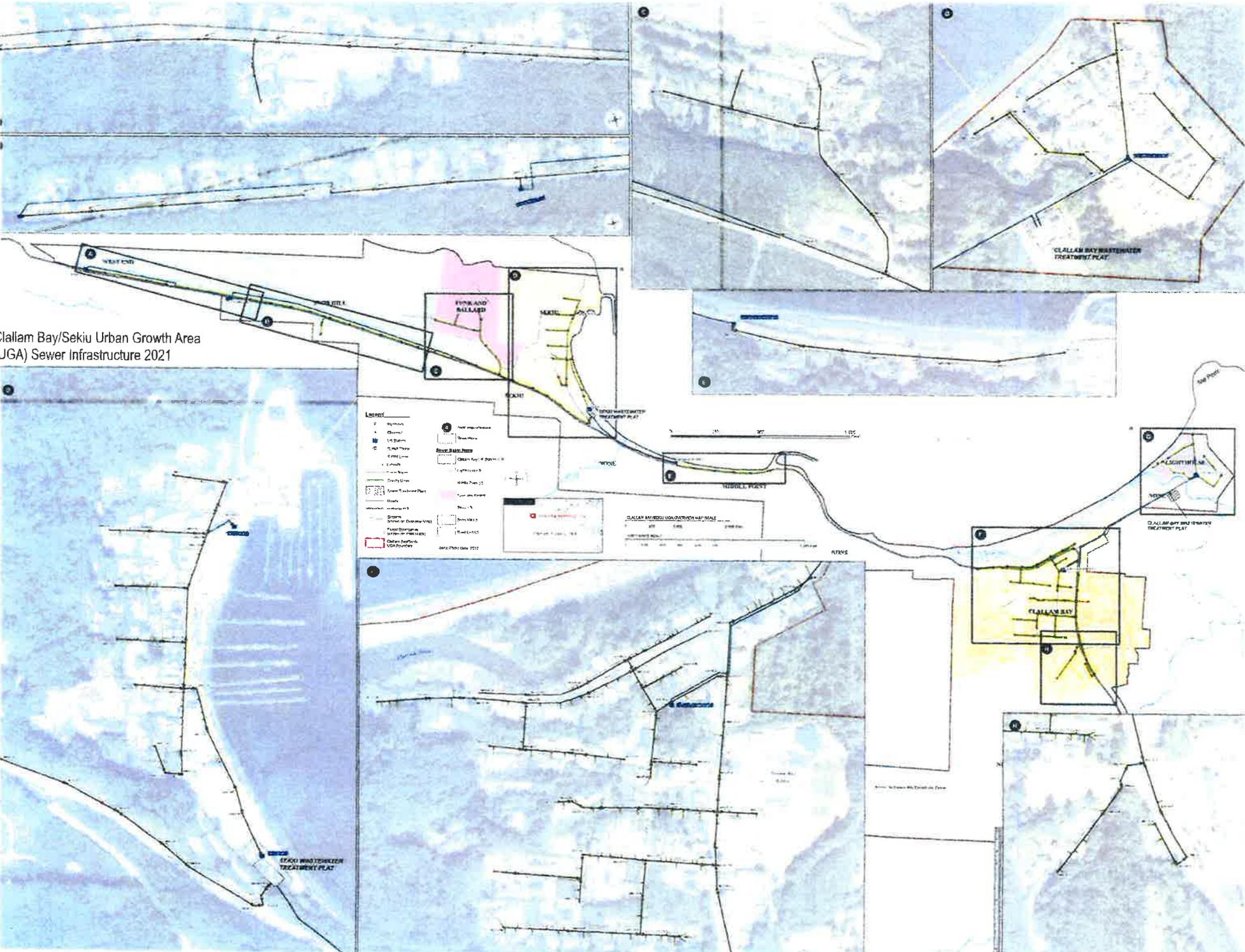
- SEWER MANHOLE
- GRAVITY SEWER PIPE
- - - FORCE MAIN
- REGIONAL HIGHWAY
- ☐ LIFT STATION
- ☐ WASTEWATER TREATMENT PLANT
- - - CURRENT SEWER SERVICE AREA
- - - UGA BOUNDARY
- - - PARCEL
- ☑ WATERBODY

**CLALLAM BAY/SEKIU  
GENERAL SEWER/WASTEWATER  
FACILITIES PLAN**

FIGURE 2-2  
SEWER SERVICE AREA (CLALLAM BAY)

  
**Gray & Osborne, Inc.**  
 CONSULTING ENGINEERS

Clallam Bay/Seki Urban Growth Area (UGA) Sewer Infrastructure 2021



**Legend**

Symbol	Point	Line	Area
Circle	Square	Triangle	Rectangle
Circle with dot	Square with dot	Triangle with dot	Rectangle with dot
Circle with cross	Square with cross	Triangle with cross	Rectangle with cross
Circle with asterisk	Square with asterisk	Triangle with asterisk	Rectangle with asterisk
Circle with plus	Square with plus	Triangle with plus	Rectangle with plus
Circle with x	Square with x	Triangle with x	Rectangle with x
Circle with hash	Square with hash	Triangle with hash	Rectangle with hash
Circle with percent	Square with percent	Triangle with percent	Rectangle with percent
Circle with dollar	Square with dollar	Triangle with dollar	Rectangle with dollar
Circle with ampersand	Square with ampersand	Triangle with ampersand	Rectangle with ampersand
Circle with at	Square with at	Triangle with at	Rectangle with at
Circle with asterisk	Square with asterisk	Triangle with asterisk	Rectangle with asterisk
Circle with plus	Square with plus	Triangle with plus	Rectangle with plus
Circle with x	Square with x	Triangle with x	Rectangle with x
Circle with hash	Square with hash	Triangle with hash	Rectangle with hash
Circle with percent	Square with percent	Triangle with percent	Rectangle with percent
Circle with dollar	Square with dollar	Triangle with dollar	Rectangle with dollar
Circle with ampersand	Square with ampersand	Triangle with ampersand	Rectangle with ampersand
Circle with at	Square with at	Triangle with at	Rectangle with at



CLALLAM BAY WASTEWATER TREATMENT PLANT



CLALLAM BAY WASTEWATER TREATMENT PLANT