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## BRIEFING ITEMS FOR MASON COUNTY COMMISSIONERS March 2, 2015

- **Specific Items for Review**
  - Need to adopt resolution for official county newspaper
  
  - Board of Equalization member Gary Minor term expires in May 2015. Preparing to issue news release.
  
- **Commissioner Discussion**
  
- **Divisions Reports / Status Overview – Bill Kenny**
  - ❖ Budget
  - ❖ Central Ops
  - ❖ Human Resources
  - ❖ Risk Management
  - ❖ Labor Relations
  - ❖ Boards & Commissions
  - ❖ DEM
  - ❖ IT
  - ❖ Other

*Support Services*  
*“nos quisnam redintegro”*

Budget Manager      Commissioner Administration      Emergency Management      Human Resources      Information Services      Labor Relations      Risk Management

# CHAPTER VI

## CAPITAL FACILITIES

### 1. INTRODUCTION

#### **PURPOSE**

The Capital Facilities Chapter contains the capital facilities element, one of the six elements required for Mason County's Comprehensive Plan under the Growth Management Act (GMA) (36.70A.070 RCW). This element provides an inventory of existing conditions and publicly owned facilities by quantifying capital facilities currently provided by Mason County or by other jurisdictions operating in the County.

The chapter also contains goals and policies for the capital facilities operated by Mason County, except for transportation facilities, which are discussed in the Transportation Chapter. The capacity of the County's facilities and the level of service they provide is discussed and compared with the County's desired levels of service. The "level of service" is an objective measure of how well services are provided to the public. Deficiencies and improvement needs are identified, improvement costs are estimated, projects are scheduled for six and 20-year planning horizons, and a six-year finance plan and possible financing options are discussed.

Besides the City of Shelton, there are other public organizations and special districts that have capital facilities and taxing authority which exist in the county. These include the school districts, hospital districts, port districts, cemetery district, Public Utility Districts, regional library system, water districts, and fire districts. These districts have their own governing body and capital facilities planning. The County coordinated the comprehensive plan with these bodies, through meetings, correspondence, and by providing draft of the comprehensive plan to these districts for comment. A list of these districts is provided as follows:

analysis to determine needed improvements, different analytical techniques can be employed to identify facility needs as long as they accomplish the goal of determining future need for the capital facilities. While the state Growth Management Act requires that level of service (LOS) standards be established to identify transportation improvements, the need for other capital facilities can be assessed using either LOS or planning level assumptions (WAC 365-196-320).

The advantage of using LOS standards is the ability to quantify deficiencies and identify improvement needs. The LOS can also be used as a performance standard for concurrency by comparing the service level being provided by a capital facility against the quantitative LOS standard. The service is considered deficient if it does not meet the service level standard that the County has determined it wants to deliver to its residents and users. The LOS approach makes the most sense where there are easily quantifiable facilities or where the state has defined the standards, such as for sewer and water facilities.

The less rigorous planning assumptions approach also has advantages. The capital facilities planning assumptions are not quantitative measures of facility need. Instead, they identify facility improvements based upon the need to serve growth and development anticipated in the land use element. This approach works best where identification of quantitative measures would be difficult, where there are no statewide standards, or where the necessary information or data to apply quantitative measures would be difficult or too time-consuming to obtain. Facilities such as parks and recreation and stormwater facilities might best be handled with this approach.

## **FINANCING**

Facility needs are identified, and a six-year finance plan is developed, in Section 10 for the following County-owned-and-operated facilities.

- Sewer
- Water
- Parks and recreation
- Stormwater

This Section also includes the results of facility planning efforts completed by the County for County administrative buildings, police and criminal justice facilities, and solid waste facilities. Financing needs and options are included for these facilities as well. The Section includes by reference the capital facilities plans for Grapeview, Hood Canal, North Mason, Pioneer, and Shelton School Districts, to facilitate orderly growth and coordination in the provision of future capital facility needs.

## **CONCURRENCY MANAGEMENT**

One of the Growth Management Act goals, referred to as "concurrency," is the provision of infrastructure facilities and services to serve projected growth at the time such growth occurs, or within a reasonable time afterwards. This starts with identifying specific facility needs using the strategies previously discussed. Another important aspect of concurrency is the ability to

mitigation impact fees from new development in order to achieve and maintain adopted level of service standards.

- CF-103** Extend facilities and services in a manner consistent with the following County-wide policies previously adopted in 2005 (see Section II-3).
- CF-104** County facilities shall be provided at urban or rural levels of service, as defined in the Capital Facilities Element of the Comprehensive Plan.
- CF-105** Develop capital facilities within established urban growth areas (UGAs) to conform to urban development standards.
- CF-106** Develop capital facilities within UGAs that is coordinated and phased through inter-jurisdictional agreements.
- CF-107** Coordinate and support other capital facility plans from special purpose districts, cities and towns, and other non-county facility providers that are consistent with this and other chapters of the Comprehensive Plan.
- CF-108** As the capital facilities plan is amended to reflect a changing financial situation or changing priorities, the land use chapter shall be reassessed on at least a biennial basis to assure internal consistency of the land use chapter with the capital facilities chapter and its six-year financial plan.

#### **Concurrency**

Establish standards for levels of service for County public facilities, and ensure that necessary facilities are available at the time new development impacts existing systems.

- CF-201** After adoption of this Comprehensive Plan and subsequent development regulations, level of service standards for each type of public facility shall apply to development permits issued by Mason County.
- CF-202** Adopt level of service standards and concurrency requirements recommended in this plan for wastewater/sanitary systems, water supply systems, transportation facilities, and storm water management facilities.
- CF-203** Public facilities needed to support development shall be available concurrent with the impacts of development or within a reasonable time thereafter. The County shall establish development regulations that will establish procedures and requirements to assure that the concurrency requirements are met.
- CF-204** New development, which has potential storm water impacts, shall provide evidence of adequate storm water management for the intended use of the site. This policy shall apply in all areas of the County.



## **FACILITY-SPECIFIC POLICIES**

### **Wastewater/Sanitary Sewer**

Assure that wastewater facilities necessary to carry out comprehensive plan are available when needed, and finance these facilities in an economic, efficient, and equitable manner.

- CF-501** Maintain a safe, efficient and cost-effective sewage collection and treatment system.
- CF-502** All new development within designated urban growth areas and rural activity centers shall connect to existing or planned sewer systems. In developing areas where a Department of Ecology Facility Plan has been approved the use of on-site sewage disposal should be discouraged until the public sewer system is available. Public sewer systems include those owned and operated by any legally recognized municipal organization as a public utility.
- CF-503** Allow existing single-family homes **and businesses** in the Urban Growth Areas with septic systems to continue using septic systems until such time as public sewers are available. Replace deficient septic systems in a timely fashion and require conversion when public sewers are available.
- CF-504** Provide a septic system management and education program to protect groundwater quality and promote the proper care and use of septic systems.
- CF-505** Eliminate any unlicensed point or non-point pollution sources associated with sewage transport and disposal.
- CF-506** Monitor infiltration and inflow (I&I) in major public systems through routine inspection. Conduct improvements to limit and reduce current I&I.
- CF-507** Encourage innovative approaches to manage wastewater treatment.

### **Water Supply**

Assure that water facilities necessary to carry out the comprehensive plan are available when needed, and finance those facilities in an economic, efficient and equitable manner.

- CF-601** Ensure that the supply and distribution of water in public systems is consistent with the Mason County Comprehensive Plan.
- CF-602** Ensure that future water system expansions and service extensions are provided in a manner consistent with the Land Use Element of the Comprehensive Plan. Where possible, those uses designated by the Land Use Element to require fire flow should be serviced by a Class A water system.
- CF-603** Plan for and create ways to use Class A reclaimed water for beneficial use to replace withdrawals from the community's aquifers.

- CF-1002** Protect surface and ground water quality through state and local controls and public education on water quality issues.
- CF-1003** Design stormwater systems to meet the approval standards prescribed in the Mason County Stormwater Management Ordinance.
- CF-1004** Protect physical and biological integrity of wetlands, streams, wildlife habitat, and other identified critical areas.
- CF-1005** Maintain water quality within all Shoreline Management Act waterfront areas through careful design, operation, construction, and placement of public facilities.
- CF-1006** Carefully control development in areas with steep slopes where surface water runoff can create unstable conditions. Maintain natural vegetation for slope stabilization.
- CF-1007** Public facility development shall minimize impacts to shorelines, preserving the natural stream environments where possible.
- CF-1008** Comply with the National Pollutant Discharge Elimination System (NPDES) and state regulations.
- CF-1009** Under no circumstances should hazardous waste be allowed to contaminate the groundwater, surface water, or sewer systems of Mason County. Dispose of hazardous wastes only in locations designated for that purpose.

#### **Solid Waste**

Ensure that garbage collection and recycling needs of the County are met in an efficient and cost-effective manner.

- CF-1101** Manage a cost-effective and responsive solid waste collection system.
- CF-1102** Manage solid waste collection methods to minimize litter, neighborhood disruption, and degradation of the environment.
- CF-1103** Promote the recycling of solid waste materials through waste reduction and source separation. Develop educational materials on recycling and other waste reduction methods.
- ~~**CF-1104** Work cooperatively with cities, the Washington State Department of Ecology, and the Mason County Health District to achieve an environmentally safe and cost-effective solution to the disposal of catch basin wastes and street sweepings.~~

scale:

- "Planning Level" – The least accurate of costs estimates, in the range of + or – 40%. Cost estimates at this level are usually based on a project concept and some assessment of relative scale, or annual program amounts commensurate with a level of activity sufficient to accomplish the intent of the program over time.
- "Design Report" – Moderate accuracy, in the range of + or – 30%. Based on design report evaluation of options and an assessment of project elements and associated costs.
- "Engineer's Estimate" – Most accurate estimate, in the range of + or –15%. These estimates are based on a project design or significant completion of design work.

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 UTILITIES & WASTE MANAGEMENT

**Fund:** 403 - North Bay/Case Inlet Sewer System

**Project Name:** Minor Facility and System Improvements Program

**Estimates:** Planning Level

**Description:** Annual improvements program for system facilities, buildings, and grounds. Projects may include small piping improvements, pump stations, lighting, exterior painting, and other general improvements.

**Justification:** The treatment plant and system construction provided basic functionality, however the facilities and system need improvements from time to time to correct deficiencies and improve operational capabilities. Plant operations and system maintenance staff are not equipped to address these types of improvements in addition to the plant operations. It is also anticipated that some of this work can be completed professionally and more expediently through contracts with specialty firms and contractors.

**Estimated Project Costs (in thousands)**

	2015	2016	2017	2018	2019	2020	Total
Prelim Engineering							
Design Engineering							
Construction	50	50	50	50	50	50	300
<b>TOTAL COST:</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>300</b>
Funding Sources:							
Grants							
Loans							
Rates	50	50	50	50	50	50	300
<b>TOTAL FUNDING:</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>300</b>



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 UTILITIES & WASTE MANAGEMENT

**Fund:** 403-North Bay Sewer System

**Project Name:** Treatment Plant Capacity Upgrades

**Estimates:** Planning Level

**Description:** Analyze the options for providing additional treatment plant capacity and provide engineering to design the improvements for construction in subsequent years.

**Justification:** The existing plant may be reaching design capacity for treatment in 2018. This will require Mason County to revisit the original sewer facility plan and address how we will maintain sufficient capacity for the twenty-year period beyond 2018. This project outlines the need for funding to conduct the analysis and design the next increment of capacity for the plant. For planning purposes it is assumed that as the treatment plant reaches its twenty year life cycle improvements not only to capacity will be needed but capital replacement will need funding as well. In the event development escalates beyond the current rate this project may need to be advanced.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	TOTAL
Prelim Engineering			50				50
Design Engineering				150			150
Construction					1500		1500
<b>TOTAL COST:</b>			<b>50</b>	<b>150</b>	<b>1500</b>		<b>1700</b>
Funding Sources:							
Grants				75	750		825
Loans				75	750		825
Rates			50				50
<b>TOTAL FUNDING:</b>			<b>50</b>	<b>150</b>	<b>1500</b>		<b>1700</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 UTILITIES & WASTE MANAGEMENT

**Fund:** 4.12 Beards Cove Water

**Project Name:** Beards Cove Distribution System Improvements

**Estimates:** Planning Level

**Description:** Installation of a booster pump to improve water pressure to residences near the water storage tank and provide additional fire flow to the entire community and install service meters.

**Justification:** Currently only the top 16.7 feet or 120,000 gallons of the 60' 400,000 gallon Storage tank can be considered for usable storage. The total requirement for this system identified in the 2002 water system plan is 250,050 gallons. Technically the system is 150,000 gallons deficient on usable storage. In addition approximately \$500,000 is needed to complete a service meter installation by 2017. The system has been preparing for this for some time. As a result a significant number of meter sets have been installed however state law requires that any funding application for a water system project that does not have service meters must include service meters as part of said project. Therefore Mason County is required to include service meters and the two projects have been combined as a result.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	TOTAL
Prelim Engineering							
Design Engineering	50	50					50
Construction		650	650				650
<b>TOTAL COST:</b>	<b>50</b>	<b>650</b>	<b>650</b>				<b>700</b>
Funding Sources:							
Grants		150	150				150
Loans		325	325				325
Rates	50	50	175				225
<b>TOTAL FUNDING:</b>	<b>50</b>	<b>650</b>	<b>650</b>				<b>700</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 UTILITIES & WASTE MANAGEMENT

**Fund:** 411 – Rustlewood Sewer

**Project Name:** Rustlewood Sewer System Infiltration and Inflow Reduction

**Estimates:** Planning Level

**Description:** Infiltration and Inflow (I&I) Reduction

**Justification:** The Wastewater Collection System continues to show the effects of its age by allowing ground water to leak into the system causing high flows into the treatment plant during period of groundwater saturation. This project is designed to reduce those flows to manageable levels. The activities could include the repair and replacement of side sewer, manhole and pipeline grouting, and installation of pipe linings. Mason County needs to continue to monitor and repair observed leakage into the system and correct identified inflow conditions as they arise.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	TOTAL
Prelim Engineering							
Design Engineering		25					25
Construction	<del>10</del>	<del>110</del> <del>100</del>	5	5	5	5	130
<b>TOTAL COSTS:</b>	<del>10</del>	<del>135</del> <del>125</del>	5	5	5	5	155
Funding Sources:							
Grants		100					100
Loans		20					20
Rates	<del>10</del>	<del>15</del>	5	5	5	5	35
<b>TOTAL FUNDING:</b>	<del>10</del>	<del>135</del> <del>125</del>	5	5	5	5	155



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 UTILITIES & WASTE MANAGEMENT

**Fund:** 405 Capital Development Fund

**Project Name:** Hoodsport Sewer Design

**Estimates:** Planning level

**Description:** Design the Hoodsport Sewer System

**Justification:** This project may not be required. It is anticipated that the project and need may be eliminated. However, until Public Works has direction from the Mason County Board of County Commissioners, the project will remain in the Capital Facility Plan Documentation.

Originally, this project was developed to address theThe low oxygen levels in Hood Canal which are partly attributed to the inability of onsite septic systems to reduce nitrogen. By conveying wastewater to a technologically advanced sewage treatment facility that can significantly reduce nitrogen, and apply the effluent upland, this project will reduce the human contribution of nutrients to the waters of Hood Canal.

**Estimated Project Costs (in thousands)**

	2015	2016	2017	2018	2019	2020	Total
Prelim Engineering							
Design Engineering		990	510				1500
Construction			7500				7500
<b>Total Costs</b>		<b>990</b>	<b>8010</b>				<b>9000</b>
Funding Sources							
Grants		990	8010				9000
Loans							
Rates							
<b>Total Funding</b>		<b>990</b>	<b>8010</b>				<b>9000</b>



#### 4. SOLID WASTE UTILITY

##### **INTRODUCTION**

Mason County's solid waste utility provides transfer and disposal operations for solid waste at four transfer station locations, including household recyclable materials. The largest transfer facility is located outside Shelton on Eels Hill Road. Materials collected from the other smaller stations at Hoodspoint, Union, and Belfair, are transported to the Shelton facility, where garbage is processed into containers that are trucked to Centralia, WA. From there, the material is long-hauled via railroad to Roosevelt Landfill in Klickitat County, located in Eastern Washington.

Household hazardous wastes (HHW) are collected and disposed of by Mason County staff at the Shelton transfer facility. Residents in North Mason County can take their HHW to the Kitsap County transfer station. This arrangement is established through interlocal agreement and Mason County pays approximately \$60 per customer for collection and disposal of materials from residents who take their materials to the Kitsap County facility.

The Shelton transfer facility is located at the former Mason County Landfill. The current utility provides post-closure monitoring and capital construction in support of the closed landfill. The Shelton facility receives wastes collected by private and municipal haulers operating inside Mason County.

The Belfair and Shelton transfer facilities ~~have are nearing~~ capacity ~~due to in terms of the "Great Recession" of 2008-2009, which reduced the annual collected tonnage at the facilities they can effectively handle on a daily basis due to personnel limitations.~~ Growth in the Belfair area and elsewhere in the County ~~will continue~~ ~~continues~~ to impact operations at these facilities and capacity improvements may need to be addressed in the future.

The County will continue to review the feasibility of "privatization" of the solid waste operations the County manages. The following pages provide details on specific projects proposed for the current capital facilities planning period. Project estimates range in accuracy from + or - 40% to + or - 15%. Each project cost sheet identifies the accuracy of the estimated costs shown based on the following scale:

- "Planning Level" – The least accurate of costs estimates, in the range of + or - 40%. Cost estimates at this level are usually based on a project concept and some assessment of relative scale, or annual program amounts commensurate with a level of activity sufficient to accomplish the intent of the program over time.
- "Design Report" – Moderate accuracy, in the range of + or - 30%. Based on design report evaluation of options and an assessment of project elements and associated costs.
- "Engineer's Estimate" – Most accurate estimate, in the range of + or - 15%. These estimates are based on a project design or significant completion of the design work.

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 UTILITIES & WASTE MANAGEMENT

**Fund:** 402-Solid Waste

**Project Name:** Shelton Transfer Station Site Improvements

**Estimates:** Planning Level

**Description:** This facility is the central hub for all waste collected from other satellite transfer stations, and the City and Mason County Garbage before being exported for disposal. It is sized properly/severely undersized for current demand on the system at the adjusted, post 2009 level. A new site plan needs to be developed and constructed that will likely include moving the tollhouse and scales, adding additional lanes for traffic and truck turning and storage areas, new or modified tipping building(s) and developing a more efficient area for diversion of recyclable materials as well as installation of scale software, lights and reader systems.

**Justification:** Safety at this facility as well as efficient handling of waste streams is a concern. It is significantly undersized for the volume of users. Equipment and tipping areas are a safety hazard and ingress and egress is extremely inefficient. Modern waste handling procedures that ultimately allow more cost efficient operations are needed. The County is ending a 20-year landfill post-closure period and financial assurances set aside in reserve for any post-closure activities may come available to help defer the costs of the project. Operational changes can also be optimized to reduce the overall cost impact.

**Estimated Project Costs (in thousands)**

	2015	2016	2017	2018	2019	2020	TOTAL
Site Plan development/ Environ. Review	3						3
Prelim Engineering	3						3
Design Engineering	5	20					25
Capital Equipment	<del>50</del>	<del>150</del>					150
Construction	50	200					250
<b>TOTAL COST:</b>	<del>61</del>	<del>370</del>					431
Funding Sources:							
Grants (.09 funds)		100					100
Loans							
Rates (tipping fees)	50	<del>240</del>					<del>290</del>
<u>Other: post closure reserve funds</u>	<del>11</del>	30					<del>41</del>
<u>Other: timber sales</u>							
<b>TOTAL FUNDING:</b>	<del>61</del>	<del>370</del>					<del>431</del>
<u>Other: post closure reserve funds</u>	11						



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 UTILITIES & WASTE MANAGEMENT

**Fund:** 402-Solid Waste

**Project Name:** Shelton Transfer Station Scale System Improvements

**Estimates:** Design Report

**Description:** This facility is the central hub for all refuse and recycling collection and transfer services. An engineer's design review identified the queue line (wait time) as the largest problem in facility efficiency. Scale software technology exists that would allow for a more efficient and accurate weighing/charging procedure at the tollhouse. A scale/software system will be installed that will provide computerized scale transactions. This includes hardware and software for automating customer transactions. Also, an automated system for commercial solid waste vehicles will allow "attendant-free transactions" greatly improving efficiency, accuracy and reducing wait times for self-haul customers. Safety will also improve as commercial garbage trucks can be processed separately from smaller vehicles.

**Justification:** This facility serves County self-haul residents, businesses and commercial customers and safety on site as well as efficient handling of customer scale transactions is needed. Technology to automate and more accurately process transactions at tollhouse weigh stations has existed for over 15 years. Moving to a software-based system will also allow for accepting debit and/or credit cards at the Shelton facility. Reducing the queue line wait was the number one recommendation in an engineering site plan review document prepared several years ago. The use of the facility has greatly increased and wait times can be upward of 45 minutes during busy times.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	TOTAL
Prelim Engineering							
Design Engineering							
Capital Equipment	15						15
Construction	10						10
<b>TOTAL COST:</b>	<b>25</b>						<b>25</b>
Funding Sources:							
Grants (.09 funds)							
Loans							
Rates (tipping fees)	25						25
<b>TOTAL FUNDING:</b>	<b>25</b>						<b>25</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 UTILITIES & WASTE MANAGEMENT

**Fund:** 402-Solid Waste

**Project Name:** Minor Facility Improvements Shelton, Hoodsport, Union and Belfair.

**Estimates:** Planning Level

**Description:** An annual program to ensure continued operational effectiveness and increase safe public use of Mason County's 4 transfer station facilities, preserving life expectancy of existing assets and providing for safety of county workers. Improvements will include road grading, resurfacing and paving, building repairs and modifications such as roofing, tip floor and walls, safety bollards, signs, chains, curbing, fencing, paint and tollhouse upgrades. Other improvements will include modifications to storage and handling facilities such as grading for additional tipping areas and expanded area for source-separated recycling collection to meet the demands of the facility use.

**Justification:** Ongoing operation of the transfer stations requires an ongoing maintenance, repair and improvement plan for existing fixed assets. This allows the County to meet facility use demands, stay current with regulations, and provide for customer and employee safety. Minor improvements are needed routinely because of the high wear and tear on these types of facilities. In addition, changes in handling practices for improved safety and service may require minor improvements to facilities and sites. Providing an ongoing annual maintenance and improvement program is prudent as it can prolong and ensure maximum longevity of existing assets.

**Estimated Project Costs (in thousands)**

	2015	2016	2017	2018	2019	2020	TOTAL
Prelim Engineering (Hoodsport & Union)				6			6
Design Engineering	5	5	5	8	5	5	33
Construction	50	50	50	50	50	50	300
<b>TOTAL COST:</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>64</b>	<b>55</b>	<b>55</b>	<b>339</b>
<b>Funding Sources:</b>							
Grants (.09 funds)							
Rates (Post Closure account)	19						19
Rates (tipping fees)	36	55	55	64	55	55	320
<b>TOTAL FUNDING:</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>64</b>	<b>55</b>	<b>55</b>	<b>339</b>

Rendsland Park. Mason County Recreation Area, the largest baseball/softball complex has grown in use the last several years and is now recognized regionally as a preferred site for major tournaments. In 2012, two new synthetic turf infields opened and this has increased the interest in using the park for tournaments. The spike in fuel prices in 2008 and the global recession has also led to increased park use as people are staying closer to home to recreate. Oakland Bay Historic Park ~~was opening for the public in 2013~~ and Sunset Bluff View Park ~~werewill also be~~ opened ~~to the public in~~ 2013. Both provide passive recreation, trails, water access and other amenities.

There are no facilities for overnight camping throughout the Mason County Parks system. The last county-wide park plan was developed in 1991 and subsequently updated in 2012. Camping options will be examined in the long-term development plan being crafted for these and other park properties with large portions of undeveloped land. Mason County developed a new county-wide parks plan in 2012, which includes analysis and recommendations to address recreation needs within the county. Camping by special use permit has been approved for Truman Glick Park and Foothills Park and Walker Park. As mentioned earlier the county parks plan was updated in 2012 and approved by the Board of County Commissioners.

Residents and non-residents have consistently rated trails and water access as the highest priorities in public outreach that has been done by the County. The survey work in 2012 again revealed the publics two highest priorities are access to water and trails.

## INVENTORY

An inventory of all Mason County parks including federal, state, private, and County-owned parks is listed in TABLE 5-1. Also included are the number of acres and amenities available at each park location.

TABLE 5-1. INVENTORY OF PARKS <del>Inventory of Parks</del>		
Name of Facility	Acres/ <del>ft tidelands</del>	Amenities Available
<b>Washington State Parks</b>		
Belfair State Park	62.77/ <del>3,780</del>	Camping: 134 tent sites, 47 utility sites, primitive sites, wheelchair accessible trails, trailer dump facility.
Harstine Island State Park	310/ <del>3,100</del>	Currently undeveloped. Future development plans include: day use area; walking/hiking trails; 50 campsites.
Hoodsport Trails	80	Natural area with trails.
Hope Island	106/ <del>8,540</del>	Undeveloped. Future development plans include: trails; picnic tables; rest rooms; 6 to 8 campsites; group camping for 150 people. Washington Water Trails site.
Jarrells Cove	42.6/ <del>3,500</del>	Camping: 20 tent sites; group site for max. 64 people, 2 picnic shelters, facilities for handicapped, wheelchair accessible trails, marine pump out station, 2 docks providing 500 ft of moorage, 14 mooring buoys. Fee required.
Lake Isabella	193.75	Currently undeveloped. Future development plans include: full-service park, camping, picnic area, lakefront beach, and restrooms. Plans will be completed in the



Wooten Lake	1	Unpaved boat launch, parking for 60 vehicles.
<b>Total</b>	<b>320.8318.3</b>	
<b>Washington State Department of Natural Resources</b>		
Aldrich Lake Camp	≈24 (approx.)	1,700 ft waterfront, hand boat launch, 4 picnic tables, 4 campsites, toilets, drinking water, lake stocked with trout, parking for 16 vehicles.
Camp Pond		Day use only
Camp Spillman	≈10 (approx.)	800 ft waterfront, 6 campsites, 4 group sites, toilets, drinking water.
Elfendahl Pass Staging Area	5	11 picnic sites, self-contained RVs okay, toilets, drinking water
Howell Lake		3 group sites, 10 campsites, hand boat launch, toilets, drinking water, parking for 20 vehicles.
Kammenga Canyon		2 campsites, toilets
Mission Creek Trailhead	1	Parking for trail access
Robbins Lake	1.1	175 ft waterfront, hand boat launch, 3 picnic tables, toilets. Day use only.
Tahuya River Horse Camp	≈12 (approx.)	1,600 ft waterfront, 9 campsites, 2 group sites, toilets, drinking water, 20 horse corrals.
Toonerville	5.7	570 ft waterfront, 4 campsites, 2 picnic sites, toilets.
Twin Lakes		6 camp sites, 3 picnic sites, toilets, hand boat launch. Lake is stocked with trout.
Melbourne		Lake setting, 1,000 feet waterfront, 5 campsites, toilets.
Lilliwaup	7	Stream setting, 500 feet waterfront, 13 campsites, toilets, drinking water.
Public Tidelands #24		Water access only.
Public Tidelands #33		Water access only.
Public Tidelands #34		Water access only.
Public Tidelands #43		Road access, clamming.
Public Tidelands #44 a,b		Road access, clamming, crab pot fishing.
Public Tidelands #46		Water access only, clamming, oysters, shrimp pot fishing.
Public Tidelands #47		Water access only, clamming, oysters.
Public Tidelands #48		Water access only, clamming, oysters
Eagle Creek Recreational Tidelands		Road access, clamming, crabbing.
Rendsland Creek Tidelands		Road access, clamming.

North Shore Ramp Belfair/North Shore	1.2	150 feet waterfront, boat launch with floating dock, beach access, parking for 20 vehicles with trailers.
Port of Dewatto Campground	1	Camping: 11 with hook-ups, 19 tent sites; 2 rest rooms; nature/hiking trails; 23 picnic tables; two picnic shelters; 1 kitchen; fishing. Future plans to add more stoves and picnic tables, and to place gravel around kitchen. Fee required.
<b>Port of Shelton</b>		
Sanderson Field	1,170	Flying: 5,000 feet of runway, tie downs, skydiving; rifle club; model aircraft society. Future plans to provide increased hangar availability.
Oakland Bay Marina		Boat moorage.
<b>Total</b>	<b>1,170</b>	
<b>Port of Allyn</b>		
Waterfront Park in Allyn	2	400 feet waterfront, moorage, dock (for up to 15 boats), picnic, gazebo, parking for 20 vehicles. Office building planned.
Kayak Park	.3	150 feet waterfront, small parking lot, picnic tables, portable toilet facilities.
<b>Port of Hoodspott</b>		
Ingvald Gronvold Waterfront Park	2	Dock, saltwater beach access, tidelands, 2 portable rest rooms.
<b>Port of Grapeview</b>		
Fair Harbor Marina	5	Boat launch and parking area
<b>Mason County</b>		
Latimer's Landing overflow parking area	2.5	Primary use is to provide parking for neighboring Latimer's Landing, parking for 20 vehicles.
Foothills Park	80	1 field which serves as a multiuse field; basketball court; rest rooms; children's play area; picnic tables; parking for 50 vehicles.
Harvey Rendsland Jiggs Lake	8	Currently undeveloped; 1,905 feet waterfront. To include parking area for five vehicles, picnic area and vault toilet.
Latimer's Landing (Water)	3.00	Saltwater access boat launch for vessels no longer than 20 feet, parking for 35 vehicles, portable toilet, boat dock; additional parking available at neighboring Latimer's Landing overflow parking area. Renovated in 2008.
Mason County Recreation Area (MCRA Sport)	40	7 baseball/softball fields which also serve as soccer and football fields; children's play area, bleachers, maintenance shop, user's storage facility, seasonal

Preserve		
Coulter Creek Natural Area	55	Tidelands, natural area, passive recreation. Opened in 2012 and includes parking for 6 vehicles, vault toilet, wildlife viewing, water access improved entry path.
<b>Total</b>	<b>949.64882.13</b>	
<b>Mason County Public Schools</b>		
Belfair Elementary		Playground.
Sandhill Elementary		Playground.
Hood Canal Elementary/Junior High School		2 baseball backstops, 1 football field, bleachers, playground, track, parking for 30 vehicles.
Oakland Bay Middle School		x
Olympic Middle School		x
Hawkins Middle School		
Pioneer Elementary		2 baseball backstops, covered play area, playground.
Grapeview Elementary		Playground
Southside Elementary		1 baseball backstop.
Bordeaux		Football field, soccer field, playground, track.
Evergreen Elementary		Playground.
Mountain View Elementary		5 baseball backstops, football field, soccer field, playground.
Shelton High School		6 tennis courts, 2 baseball backstops, football field, soccer field, bleachers, 2 swimming pools, track, rest rooms.
Mary M. Knight District		2 baseball backstops, 1 football field, bleachers, playground.
North Mason High School		2 baseball backstops, 2 tennis courts, football field, soccer field, bleachers, playground, track.
<b>Private Facilities Open to the Public</b>		
Theler Center	135	Wetlands interpretive trails
Shelton/South Mason Soccer Park	14	6 soccer fields, 1 under development
Glen Ayr Canal Resort	10	Adult-only RV park with hookups; no tent camping, motel, 2 rest rooms, 2 showers, laundry facility, saltwater boat launch, beach access, tidelands, spa, fishing, clamming, oysters, dock.
Lake Nahwatzel Resort	2	Camping: 12 utility sites, 5 sites without hookups; 2 rest rooms, 2 showers, boat launch, freshwater beach access, nature/hiking trails, 8 picnic tables, restaurant, fishing,



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Sunset Bluff Park Acquisition and Development

**Estimates:** Construction Level

**Description:** ~~Develop~~Acquire and develop 35 acre park along Oakland Bay with beach access, trail development and other passive recreation opportunities. Main improvements to include improved entry road, formal parking, beach access, and picnic facilities.

**Justifications:** 2012 park plan placed high priority on water/beach access and trail development.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Planning and Design							
Acquisition							
Preliminary Engineering							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction					750	750	750
<b>Total Costs:</b>					750	750	750
Funding Source							
In House					375	375	375
Other							
Grants					375	375	375
Loans							
<b>Total Funding:</b>					750	750	750

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Union Boat Ramp

**Estimates:** Construction Level

**Description:** Scope of this project includes planning/design and development to renovate the existing County Boat Ramp in Union on Hood Canal.

**Justifications:** Project listed as a high priority in the 2012 County Parks Plan. Project would enhance water access and boating.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Planning, Design							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction	400	400500					800500
<b>Total Costs:</b>	<b>400</b>	<b>400500</b>					<b>800500</b>
<b>Funding Sources:</b>							
In House	100	100125					200125
Grants	300	300375					600375
Loans							
<b>Total Funding:</b>	<b>400</b>	<b>400500</b>					<b>800500</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Harvey Rendsland County Park Planning and Improvements

**Estimates:** Construction Level

**Description:** Would involve completing a park plan to facilitate public access to the park and then the development of a parking area, picnic facility, and passive recreation and support facilities.

**Justifications:** This Park was donated to Mason County in 2007 by Washington State Parks. It provides water access to Jiggs Lake. Water access is the top priority in the 2012 County Parks Plan. Additional developed park space is needed on the Tahuya Peninsula.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Planning and Design							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction		234					234
<b>Total Costs:</b>		<b>234</b>					<b>234</b>
Funding Sources:							
In House		117					117
Grants		117					117
Loans							
<b>Total Funding:</b>		<b>234</b>					<b>234</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Oakland Bay County Park

**Estimates:** Construction Level

**Description:** The Oakland Bay property was purchased jointly by the County and the Capitol Land Trust. Project scope would involve a two-phase development program for the park. The first phase would concentrate on public access facilities, the entry road, parking area, restrooms, and signage. The second phase would concentrate on trail development, environmental education facilities, and interpretative displays. This project is for planning and improvements to the historic home.

**Justifications:** Project listed in the 2012 County Parks Plan as a high priority for implementation.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Planning and Design			75	75			75
Site Prep & Utilities/ Well							
Construction Engineering							
Construction							
<b>Total Costs:</b>			75	75			75
<b>Funding Sources:</b>							
In House							
Grants			75	75			75
Loans							
<b>Total Funding:</b>			75	75			75



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Mason County Recreation Area (MCRA) Improvements

**Estimates:** Construction Level

**Description:** Project scope would involve needed renovations and improvements to MCRA Park. The improvements include: new field lights, restroom renovation, irrigation improvements, drainage upgrades, new office, new bleachers, play equipment surfacing, asphalt, scoreboards, and concession building. Projects include outfield irrigation, restroom-concession building, lights on fields 2 and 3, parking and master planning.

**Justifications:** Project listed in the 2012 County Parks Plan for implementation.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Planning and Design							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction	500				500		1000
<b>Total Costs:</b>	<b>500</b>				<b>500</b>		<b>1000</b>
<b>Funding Sources:</b>							
In House	250				250		1000
Grants	250				250		1000
Loans							
<b>Total Funding:</b>	<b>500</b>				<b>500</b>		<b>1000</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Jacoby Park (Shorecrest) Improvements

**Estimates:** Construction Level

**Description:** Project scope would involve implementation of Park Improvement Plan based on Park Site Plan developed in 2008. Improvements would provide more amenities at the park than what currently exist, including a boat launch, dock and pier.

**Justifications:** Project listed in the 2012 County Parks Plan for implementation.

**Estimated Project Costs (in thousands)**

	2015	2016	2017	2018	2019	2020	Total
Planning and Design							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction	45	45	850		200		1095
<b>Total Costs:</b>	<b>45</b>	<b>45</b>	<b>850</b>		<b>200</b>		<b>1095</b>
<b>Funding Sources:</b>							
In House	15	15	110		200		325
Grants	30	30	740				770
Loans							
<b>Total Funding:</b>	<b>45</b>	<b>45</b>	<b>850</b>		<b>200</b>		<b>1095</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Coulter Creek Park Acquisition and Development

**Estimates:** Construction Level

**Description:** Acquired additional water front property to develop trail network and boardwalk.

**Justifications:** Waterfront park land and trails were rated highest priority in the 2008 work plan.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Acquisition		1000					1000
Site Prep & Utilities/ Well							
Construction Engineering							
Construction		260	260				260
<b>Total Costs:</b>		<b>1260</b>	<b>260</b>				<b>1260</b>
Funding Sources:							
In House		130	130				130
Grants		1130	130				1130
Loans							
<b>Total Funding:</b>		<b>1260</b>	<b>260</b>				<b>1260</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** North Bay Trail Project

**Estimates:** Construction Level

**Description:** Pathway connecting Port of Allyn with Coulter Creek Park. A concept plan has been completed investigating how a non-motorized pathway could be built along the County Road Right of Way to connect the Port of Allyn Park with Coulter Creek Park to the tip of Case Inlet. The first phase would be just over two miles long. This trail could also be the beginning of a larger trail network connecting Allyn with Belfair. The County Trails Fund, administered by Public Works could be one of the primary funding sources for this project. State grant funding is another possibility. The addition of trails and water access were high priorities in the recent parks plan and this project would provide both a trail and access to water.

**Justifications:** High priority project from both the 2006 Park Plan and 2008 County Regional Trails Plan.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Engineering							
Site Prep & Utilities/ Well							
Construction Engineering	75	<del>75</del> 20	20				95
Construction	725	<del>725</del> 75	175				900
<b>Total Costs:</b>	<b>800</b>	<b>800</b> <del>195</del>	<b>195</b>				<b>995</b>
Funding Sources:							
County Trails Fund		<del>400</del> 195					<del>400</del> 195
In House							
Other	<del>400</del>		195				<del>195</del> 400
Grants	400	400					400
Loans							
<b>Total Funding:</b>	<b>800</b>	<b>800</b> <del>195</del>	<b>195</b>				<b>995</b>



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** Unknown

**Project Name:** Allyn By The Bay Park

**Estimates:** Construction Level

**Description:** Improve road end next to Lenard K's restaurant for use as a park and picnic area.

**Justifications:** Citizen request from 2012 parks plan for waterfront access and improvements

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Acquisition							
Preliminary Engineering							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction	50						50
<b>Total Costs:</b>	<b>50</b>						<b>50</b>
Funding Source							
In House	50						50
Other							
Grants							
Loans							
<b>Total Funding:</b>	<b>50</b>						<b>50</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Union Park Improvements

**Estimates:** Construction Level

**Description:** Renovate restroom, ADA upgrades

**Justifications:** New or renovated restroom

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Engineering							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction			368	368			368
<b>Total Costs:</b>			<b>368</b>	<b>368</b>			<b>368</b>
Funding Source							
In House			368	368			368
Other							
Grants							
Loans							
<b>Total Funding:</b>			<b>368</b>	<b>368</b>			<b>368</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 2 Capital Improvement Program

**Project Name:** Water Spray Park Development

**Estimates:** Construction Level

**Description:** Develop a water spray park in Shelton Area of Mason County and in Belfair Area of Mason County

**Justifications:** current unmet need

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Engineering							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction		500	500				500
<b>Total Costs:</b>		500	500				500
Funding Source							
In House		250	250				250
Other							
Grants		250	250				250
Loans							
<b>Total Funding:</b>		500	500				500

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Oakland Bay Park Property Acquisition

**Estimates:** Acquisition

**Description:** Acquire 27 acres owned by Ron Gold next to Oakland Bay Park

**Justifications:** 2012 Park Plan Recommendation

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Engineering							
Site Prep & Utilities/ Well							
Construction Engineering				425	425		425
Acquisition							
<b>Total Costs:</b>				425	425		425
Funding Source							
In House							
Other				425	425		425
Grants							
Loans							
<b>Total Funding:</b>				425	425		425



## 6. COUNTY AND ADMINISTRATIVE BUILDINGS

### SYSTEM DESCRIPTION

Mason County owns several buildings, most of which are located in the City of Shelton, the county seat. These buildings are used to support general County functions such as internal management, health, public service, and general administration. Other buildings owned by the County include Memorial Hall, the ~~Extension building, the two buildings on Pine Street that house the Mason County Sheriff,~~ the Public Works Campus and the Belfair Public Works Shop. Table VI.6-1 describes these sites. ~~Locations of the facilities within the Shelton Campus are shown in FIGURE 6-1.~~

Memorial Hall and the two buildings on Pine Street are located in Shelton, a few blocks from the main campus area. The Public Works campus is located about 4 miles north of Shelton, on the northwest side of Highway 101. The Belfair Public Works Shop is situated on the north shore of Hood Canal about 3 miles from Belfair.

### INVENTORY

Mason County's administrative offices and departments housed in the buildings are listed in TABLE VI.6-2. Also provided is a summary of current office area allocations for the County departments and departmental functions.

Most of the County's administrative offices are located in the Shelton Campus, a four-square block section of the downtown area. At this location, the County operates from 23 publicly owned buildings. These include the Courthouse, Jail, Juvenile Detention Facility, Building I, Building II, Building III, Building IV, Building V, Building VI, Building VII, Building VIII, and Building IX. Other county administrative offices are ~~located at Building XI (Cooperative Extension Building),~~ the 3<sup>rd</sup> & Pine building (the Sheriff Office), and Public Works campus.

### FACILITY NEEDS

Mason County has conducted an assessment of the condition of all county owned buildings and facilities. This document, entitled "Mason County Existing Facilities Assessment", July 2012, is on file with the Mason County Department of Facilities and Grounds. ~~The 6 Year Plans for facilities maintenance have been included in this chapter as Appendix A.~~ Prior to the onset of the recession, Mason County did have a deficit in space for employees. But with layoffs implemented from 2008 to the present, the County does not have near the deficits that were present and forecasted prior to the recession.

The Facilities Assessment is the first known attempt to establish a true buildings and facilities capital improvement program. Many of the buildings and facilities are more than 30 years of age or older and there is plenty of deferred maintenance. If an active program is not implemented soon, in the future Mason County could expect to experience multiple building failings at or about the same time, causing great financial hardship to the County. The assessment looks at roofs, mechanical systems, electrical systems, windows, and other

The following information was derived from the Space Needs Assessment and Campus Master Plan completed in November of 2008. As was mentioned earlier in this section, the November 2008 space needs analysis was completed prior to the onset of the great recession and prior to large layoffs implemented by Mason County. The information should be revisited and revised if needed to meet current conditions.

Mason County Space Needs Update - Area Projections for primary space needs						
Department	Current (sq.ft.)			Projected (sq.ft.)		
	Allocation	Need	Deficit	Deficit	2015-2017	2020-2017
Assessor	2520	4,440	<del>1,920</del> (1920)	43%	4,218	4,440
Auditor	3,407	4,074	<del>(667)</del>	16%	4,296	4,518
Treasurer	2,481	2,442	<del>None</del> none	<del>0%</del>	1,998	1,998
Budget and Finance / Risk Management	210	444	<del>(234)</del>	53%	666	666
Human Resources	215	444	<del>(229)</del>	52%	666	666
Facilities and Grounds	2508	3,500	<del>(992)</del>	28%	5,500	6,500
ER&R Services	2199	1832	None	<del>0%</del>	2054	2276
County Commissioners Central Operations	2307	3,398	<del>1,091</del> (1091)	<del>32%</del> 52%	3,620	4,892
Clerk	1318	3,508	<del>2,190</del> (2127)	<del>62%</del> 61%	4,618	5,728
District Court	2,925	7,664	<del>(4,739)</del>	62%	8,774	13,162
Superior Court	4964	12,400	<del>7,436</del> (7436)	60%	16,600	21,200
Probation Services	4,745	4,608	<del>None</del> none	<del>0%</del>	5,052	5,496
Juvenile Detention / Alternatives to Detention	3,408	9,400	<del>(5,992)</del>	64%	12,200	15,000
Sheriff	5462	16,000	<del>10,538</del> (10538)	66%	18,000	20,000

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 FACILITIES, PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Sheriff Department Evidence Facility

**Estimates:** Planning and Construction Level

**Description:** New evidence compound adjacent to public works department.

**Justifications:** Current compound is at old road shops, does not meet minimum regulations and is in poor condition.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Planning	50						50
Site Prep & Utilities/ Well							
Construction Engineering	50						50
Construction		1,400					1,400
<b>Total Costs:</b>	100	1,400					1,500
Funding Source							
In House							
Other	100	1,400					1,500
Grants							
Loans							
<b>Total Funding:</b>	100	1,400					1,500



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 FACILITIES, PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Building #1 Improvements

**Estimates:** Planning and Construction Level

**Description:** Various building improvements as per facilities assessment

**Justifications:** Mason County Existing Facilities Assessment

**Estimated Project Costs (in thousands)**

	2015	2016	2017	2018	2019	2020	Total
Preliminary Planning							
Site Prep & Utilities/Well							
Construction Engineering							
Construction	22	79	281				382
<b>Total Costs:</b>	<b>22</b>	<b>79</b>	<b>281</b>				<b>382</b>
Funding Source							
In House	22	79	281				382
Other							
Grants							
Loans							
<b>Total Funding:</b>	<b>22</b>	<b>79</b>	<b>281</b>				<b>382</b>



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 FACILITIES, PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Building #4 Improvements

**Estimates:** Planning and Construction Level

**Description:** Various building improvements as per facilities assessment

**Justifications:** Mason County Existing Facilities Assessment

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Planning							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction	131	60	60				191
<b>Total Costs:</b>	<b>131</b>	<b>60</b>	<b>60</b>				<b>191</b>
Funding Source							
In House	131	60	60				191 <sup>†</sup>
Other							
Grants							
Loans							
<b>Total Funding:</b>	<b>131</b>	<b>60</b>	<b>60</b>				<b>191</b>

**\*\* \$107,000 deferred from 2013.**

<sup>†</sup> Building 4 improvements not in Summary table for REET 1 at all—this fund short \$131k for 2015 and \$60k for 2016 to cover this project.

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 FACILITIES, PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Building #7 Improvements

**Estimates:** Planning and Construction Level

**Description:** Various building improvements as per facilities assessment

**Justifications:** Mason County Existing Facilities Assessment

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Planning							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction		2	2				2
<b>Total Costs:</b>		2	2				2
Funding Source							
In House		2	2				2
Other							
Grants							
Loans							
<b>Total Funding:</b>		2	2				2

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 FACILITIES, PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Building #9 Improvements

**Estimates:** Planning and Construction Level

**Description:** Various building improvements as per facilities assessment

**Justifications:** Mason County Existing Facilities Assessment

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Planning							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction		56	56				56
<b>Total Costs:</b>		56	56				56
Funding Source							
In House							
Other		56	56				56
Grants							
Loans							
<b>Total Funding:</b>		56	56				56

\*\*\$41,065 deferred in 2013



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 FACILITIES, PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Courthouse Improvements

**Estimates:** Planning and Construction Level

**Description:** Various building improvements as per facilities assessment, immediate goal is development of another courtroom and moving the Clerk to courtroom B and courtroom B to where the Clerk was.

**Justifications:** Mason County Existing Facilities Assessment

**Estimated Project Costs (in thousands)**

	2015	2016	2017	2018	2019	2020	Total
Preliminary Planning							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction	<u>1221303</u>	<u>234918</u>	<u>261234</u>	<u>261</u>			1,716
<b>Total Costs:</b>	<u>1221303</u>	<u>234918</u>	<u>261234</u>	<u>261</u>			<b>1,716</b>
Funding Source							
In House	<u>1221303</u>	<u>117611</u>	<u>261117</u>	<u>261</u>			1,291
Other							
Grants		<u>117307</u>	<u>117</u>				<u>117424</u>
Loans							
<b>Total Funding:</b>	<u>918303</u>	<u>234918</u>	<u>261234</u>	<u>261</u>			<b>1,716</b>

**\*\*\$227,704 deferred in 2013**



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 FACILITIES, PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Sheriff's Office Improvements

**Estimates:** Planning and Construction Level

**Description:** Various building improvements as per facilities assessment

**Justifications:** Mason County Existing Facilities Assessment

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Planning							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction	8	<del>152</del>	<del>152</del>	<del>332</del>	<del>332</del>		492
<b>Total Costs:</b>	<b>8</b>	<b><del>152</del></b>	<b><del>152</del></b>	<b><del>332</del></b>	<b><del>332</del></b>		<b>492</b>
Funding Source							
In House	8	<del>152</del>	<del>152</del>	<del>332</del>	<del>332</del>		492
Other							
Grants							
Loans							
<b>Total Funding:</b>	<b>8</b>	<b><del>152</del></b>	<b><del>152</del></b>	<b><del>332</del></b>	<b><del>332</del></b>		<b>492</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 FACILITIES, PARKS & TRAILS DEPARTMENT

**Fund Name:** REET 1 Capital Improvement Program

**Project Name:** Memorial Hall

**Estimates:** Planning and Construction Level

**Description:** Various building improvements to restore the historic Memorial Hall

**Justifications:** Building has not had any significant improvements since the structure was built in the 1920's.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Planning							
Site Prep & Utilities/ Well							
Construction Engineering							
Construction					425	450	425450
<b>Total Costs:</b>					425	450	425450
Funding Source							
In House					212.5	225	212.5225
Other							
Grants					212.5	225	212.5225
Loans							
<b>Total Funding:</b>					425	450	425450

~~Deferred buildings and facilities work from 2013: \$1,248,319.00.~~

**TRAFFIC IN MASON COUNTY**

2009	Traffic Infractions issued by MCSO	1500
	Total Traffic Stops by MCSO	3438
	Total Traffic Collisions responded to by MCSO	886
	Total Traffic Collisions investigated by MCSO	714
2010	Traffic Infractions issued by MCSO	1543
	Total Traffic Stops by MCSO	3029
	Total Traffic Collisions responded to by MCSO	970
	Total Traffic Collisions investigated by MCSO	769
2011	Traffic Infractions issued by MCSO	1342
	Total Traffic Stops by MCSO	2974
	Total Traffic Collisions responded to by MCSO	739
	Total Traffic Collisions investigated by MCSO	551
2012	Traffic Infractions issued by MCSO	1598
	Total Traffic Stops by MCSO	3086
	Total Traffic Collisions responded to by MCSO	468
	Total Traffic Collisions investigated by MCSO	369

The Washington State Patrol is no longer investigating collisions or performing active enforcement activities on County Roads as of July 1, 2009. This policy decision has allowed the Troopers to focus enforcement and investigative efforts to state highways. Currently the Mason County Sheriff's Office has five deputies and one sergeant assigned to traffic enforcement and collision investigation on county roads. The Washington State Patrol currently has eight troopers assigned to Mason County. Approximately 40 percent of all of the collisions in the county occur on county roads.

With the deployment of the Sheriff's Traffic Team, our partnership with the Washington State Patrol has resulted in increased DUI arrests, increased speed enforcement while DUI while speed and impaired driving collisions have decreased. This partnership continues to translate into safer highways in Mason County.

**JAIL FACILITIES**

The present Mason County Jail opened in 1986 with a population capacity of 45 inmates. In 1989, capacity was increased to 51, and in 1991 it was increased to 58 beds with floor space for 106. In 1993 the average daily population (ADP) was 62. In 2004 the ADP was at 95 - 46% over capacity.



### **NEED FOR A NORTH MASON COUNTY FACILITY**

The greater Belfair/Allyn area is quickly becoming a business and population hub in northeastern Mason County. This area is quickly becoming a small city requiring a higher level of law enforcement and other governmental services. When the new sewer system is completed in Belfair, the area is expected to rapidly expand much like Silverdale did in the 1980s. The Mason County Sheriff's Office has moved its operations out of a portable building and into a leased facility in downtown Belfair and will locate a fully staffed precinct there. This situation is sustainable for the next approximately five years.

### **STORAGE NEEDS**

The most important need of the Sheriff's Office is that of offsite evidence storage. Property taken in by the Sheriff's Office is held in trust by the Sheriff's Office. Therefore it is the Sheriff's responsibility to ensure its security, preservation, chain of custody, as well as its proper return, sale, or disposal according to law. Currently, most of the Sheriff's evidence is being held in a secured designated area at the Sheriff's located at 322 North 3<sup>rd</sup> St in Shelton. Many items continue to be held on the third floor of the Mason County Court House. Moving evidence items to the 3<sup>rd</sup> Street facility continues. All evidence items stored at the Court House ~~were~~ moved in 2011.

The Mason County Sheriff's Office also stores vehicles held as evidence, including homicide vehicles, and large evidence items at the old Mason County Public Works facility located on the Johns Prairie Road. Additionally, bulky evidence and evidence that may be considered hazardous, is kept at this facility. Replacement of this facility is needed to ensure security, preservation, and chain of custody. The current facility does not meet industry standards for security, processing, preservation, environmental concerns and chain of custody. This facility will not stand up to the scrutiny of an accreditation inspection which we are due in late 2012 or 2013.

Additionally the Mason County Sheriff's Office must have covered secure storage for its three boats, light armored vehicle, all terrain vehicle, skid car and trailer, search and rescue vehicles, along with spare and mothballed patrol vehicles. Additional secure storage for other training equipment, tactical equipment, search and rescue equipment, and ordinance that is not routinely issued to officers is also needed. The storage facility needs to be in a secure location that built to specifications that will not cause operational degradation. The current Johns Prairie location is regarded only as a temporary facility, as it is not equipped with running water. Permanent facilities had been planned for equipment storage and large evidence at the newly built public works facility however that plan was scrapped prior to construction to bring the project in under the original budget allocation. The County Commission has been notified of this need however no action has been taken yet.

### **FIREARMS TRAINING FACILITY**

The Mason County Sheriff's Office currently has no weapons training facility. The Mason County Sheriff's Office is currently dependant on the good will of the Department of



The assessment serves more to recommend needed maintenance and upgrades as opposed to future building needs.

## 8. STORMWATER MANAGEMENT

### **COMPREHENSIVE MANAGEMENT APPROACH**

Storm and surface water management is an important government role that serves to protect and improve water quality and habitat, and reduce flooding. Mason County has taken several steps to implement a comprehensive, county-wide management approach including:

- Adopting a county-wide Stormwater Management Plan in June 2008;
- Adopting local stormwater management standards and by reference the 2005 *Stormwater Management Manual for Western Washington*. These standards are applied county-wide as of June 2012;
- Adopting special Low Impact Development (LID) standards within the Belfair and Allyn UGAs in June 2008 and encouraging where practical, county-wide;
- Inventorying, assessing and maintaining stormwater systems within county right-of-way;
- Planning, designing and constructing stormwater retrofit projects;
- Adopting a Comprehensive Flood Management Plan;
- Participating in, or leading fish passage improvement projects; and
- Participating in, or leading regional planning strategies.

The County formed a Stormwater Task Force (SWTF) in late 2009 to make recommendations to the County Commissioners on implementing the adopted stormwater management plan and related water quality initiatives. A Department of Ecology grant (\$750,000) and matching County funds (\$250,000) provided a total of \$1,000,000 during years 2008 through 2012 to begin implementation of the stormwater management plan adopted in June 2008.

The SWTF met regularly between April 2010 and June 2012. During this period, SWTF members determined what stormwater and water quality efforts the county and stewardship partners have historically undertaken and how this work was paid for; looked ahead to potential future permit requirements and other identified program gaps; gathered public input to help shape recommendations; considered program options and developed a recommended program; reviewed potential funding options and recommended a funding source to implement the recommended program. Final Task Force recommendations to implement a "Clean Water Program" were presented to the County Commissioners in August 2012 along with a recommendation to establish a stormwater utility rate to fund the program. The Board took no action to establish a new revenue source to fund the "Clean Water program".

### SYSTEM DESCRIPTION

These projects will reduce the frequency and/or severity of flood and erosion damage to public and private property. Projects may include additional storage facilities, new or enlarged conveyances, channel stabilization, stream restoration, or reducing impervious surfaces.

### **Aquatic Habitat**

Projects in this category are designed to maintain or enhance aquatic habitat, with an emphasis on salmon recovery and shellfish. These projects may include habitat surveys, culvert replacements, installation of in-stream structures, or removal of dikes.

All three categories of projects will typically require funding for planning, design, construction and land acquisition. It should also be noted that many projects will serve multiple purposes: for example, a project that includes storage for flood control will likely improve water quality through additional detention and settling of pollutant-carrying sediments.

## **LEVEL OF SERVICE STANDARDS**

### **New Development**

As of June 2012, new development and redevelopment throughout Mason County must meet the minimum requirements of the *2005 Stormwater Management Manual for Western Washington*. In addition to these minimum requirements, Mason County Code 14.48 spells out requirements for financial liability and 17.80 requires Low Impact Development (LID) techniques within the Belfair and Allyn UGAs.

### **Conveyance**

Mason County Code 14.48 is silent to conveyance standards. However, Mason County Code 16.48 states that all construction shall conform to the Washington State Department of Transportation's Standard Specifications for Roads, Bridges and Municipal Construction. Conveyances are typically designed to meet the 25-year storm event.

### **Retrofits**

Most capital facility projects are considered "retrofits" meaning the project is undertaken to correct or improve conditions associated with past development. Retrofits are designed using best professional judgment to provide reasonable improvements in stormwater management, recognizing that site constraints frequently make strict application of Best Management Practices (BMPs) challenging.

regularly from April 2010 through June 2012 to develop program and funding recommendations to the Board of County Commissioners. The SWTF recommended a stormwater utility rate be established to provide dedicated, predictable funding to implement an annual program of approximately \$1.43 million. A rate has yet to be established.

**Skokomish Flood Control Zone District**

~~The Skokomish Flood Control Zone District (SFCZD) was created in 1976 and has levied taxes to pay for flood control planning, construction and maintenance activities within the Skokomish watershed. The Army Corps of Engineers is in the process of completing a General Investigation in partnership with the Skokomish Tribe and Mason County. The General Investigation will identify numerous capital projects aimed at ecosystem recovery with the secondary benefit of flood reduction. Commissioners directed staff to suspend future tax levies and investigate alternative funding methods for the SFCZD.~~

		5					
Total Revenues	38944	33186.7	186203.7	131170.7	76162.7	51154.7	11641423.
	5	5	5	5	5	5	75



2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PUBLIC WORKS

**Fund:** County Road Fund

**Project Name:** New Belfair Shop

**Estimates:** Planning Level

**Description:** The new Shop will include a work staging area, vehicle maintenance bay, crews lunch/meeting room, restrooms & shower facilities, offices, vehicle and equipment storage and materials storage. For the immediate future, the existing building requires a few upgrades to insure functionality. In ~~2016-2014 and 2015~~, new windows will be installed and, updates to the office area and restrooms will be made ~~and the fence will be moved out to provide more storage area.~~

**Justifications:** The current Belfair Shop is ~~functionally obsolete; it is~~ located in a residential neighborhood adjacent to Hood Canal and does not have its own water source. The Shop is hooked up to the neighbor's well. ~~Concerns have been expressed about the proximity of the material storage to the Canal. The site is woefully inadequate for the road maintenance services being provided to the north end of the County.~~ Public Works is currently evaluating othertwo sites for placement of a new shop, including, property it owns on Sand Hill Road which is 4 miles outside of Belfair and an area at the new Belfair Treatment Plant.

Estimated Project Costs (in thousands)

	2015	2016	2017	2018	2019	2020	Total
Preliminary Engineering			25	50	200		275
Site Preparation			25		75		75
Utility Install			25		50		50
Well Drilling			20		25		25
							25
							20
Construction Engineering		15	6		10	25	506
Construction	20	10040		230		1000	1100290
<b>Total Cost :</b>	<b>20</b>	<b>11540</b>	<b>2576</b>	<b>50230</b>	<b>360</b>	<b>1025</b>	<b>1575366</b>
Funding Sources:							
In House	20	11540	2576	50230	360	1025	1575366
Grants							
Loans							
<b>Total Funding</b>	<b>20</b>	<b>11540</b>	<b>2576</b>	<b>50230</b>	<b>360</b>	<b>1025</b>	<b>1575366</b>

2015-2020 CAPITAL FACILITIES PLAN WORKSHEET  
 PUBLIC WORKS

**Fund:** County Road Fund

**Project Name:** Pole Barn Structure at Shelton-Matlock Road Site

**Estimates:** Planning Level

**Description:** The County Road Fund owns property on Shelton-Matlock Road that is currently used as a fenced materials and equipment storage yard. The construction of a Pole Barn type structure on this site will help to facilitate the efficient deployment of crews and equipment to the south end of the County, particularly during snow and ice conditions. The price below reflects a fully enclosed metal structure.

**Justifications:** Currently crews assigned to maintain, plow and de-ice the south portion of the County must go to the Central Shop to get the equipment needed to respond. When doing scheduled maintenance in the south end, ~~the crews travel end up using valuable working time traveling~~ to and from the Central Shop, transporting heavy equipment, vehicles, tools and materials needed for their work. One of the ~~Road Department's Public Work's~~ long range goals is ~~to consider the~~ placement of satellite maintenance yards in ~~key several~~ locations ~~throughout~~ ~~in~~ the county to improve response and efficiency.

**Estimated Project Costs (in thousands)**

	2015	2016	2017	2018	2019	2020	Total
Preliminary Engineering		-50,000	50				-50,000
Site Prep & Utilities			25-10,000				25-10,000
Construction Engineering			5-8,000	20			25-8,000
Construction			-82,000	250			250-82,000
<b>Total Costs:</b>		50,000	80-100,000	270			350-100,000
<b>Funding Sources:</b>							
In House		-50,000	80-100,000	270			350-100,000
Grants							
Loans							
<b>Total Funding:</b>		50,000	80-100,000	270			350-100,000



**2015-2020 CAPITAL FACILITIES PLAN WORKSHEET**  
**PUBLIC WORKS**

**Fund:** County Road Fund

**Project Name:** Connection to City of Shelton Water System

**Estimates:** Construction Level

**Description:** The Public Works Department, via agreement with the Squaxin Tribe in 2007, committed to connecting its facility to the City of Shelton Water System when it becomes available and discontinuing use of the well (for all but non-potable uses). The City of Shelton has a planned project, beginning in 2014, to provide City water to Public Works Drive.

**Justifications:** In order to satisfy the terms of the agreement with the Squaxin Tribe, it will be necessary to hire a contractor to connect the facility to the City Water System, to make any revisions to the on-site system to accommodate the change, and to pay any associated connection fees.

**Estimated Project Costs (in thousands)**

	2014	2015	2016	2017	2018	2019	Total
Construction	<del>-200,000</del>	<u>120</u>					<u>120</u> <del>200,000</del>
<b>Total Costs:</b>		<u>120</u>					<u>120</u>
<b>Funding Sources: Total Costs:</b>	<del>-200,000</del>						<u>200,000</u>
<b>In House Funding Sources:</b>		<u>120</u>					<u>120</u>
<b>Grants In House</b>	<del>200,000</del>						<del>200,000</del>
<b>Loans Grants</b>							
<b>Total Funding: Loans</b>		<u>120</u>					<u>120</u>
<b>Total Funding:</b>	<del>-200,000</del>					<u>200,000</u>	

TABLE 10-1  
 CAPITAL FACILITY IMPROVEMENT & FINANCE COSTS 2015 – 2020\*

Capital Facility Category	Improvement Costs	Expenditures	Finance/Revenues
Water & Wastewater Systems	<u>2064020955</u>	<u>2064020955</u>	<u>2064020955</u>
Solid Waste Management	1458	1458	1458
County Administration Facilities	<u>717031168.9</u>	<u>717031168.9</u>	<u>717031168.9</u>
Stormwater Facilities	<u>11641423.75</u>	<u>11641423.75</u>	<u>1164142.75</u>
Public Works (Road Funds) <b>Total</b>	<u>218055005.65</u>	<u>218055005.65</u>	<u>218055005.65</u>
Parks & Recreation	<u>1120810098</u>	<u>1120810098</u>	<u>1120810098</u>
<b>Total</b>	<u>43,82065103.65</u>	<u>43,82065103.65</u>	<u>43,82065103.65</u>

\*in thousands

**WATER AND WASTEWATER SYSTEMS**

The County owns and operates water systems that serve residents in Beard’s Cove and the Rustlewood subdivisions. ~~the Belfair and Rustlewood areas.~~ The County also operates water treatment facilities for Rustlewood and Beard’s Cove. There is no expected expansion in any of the service utility areas with the exception of the Belfair sewer. A plan has been developed for sewer expansion to serve the entire Belfair Urban Growth Area by 2025 and an accompanying financial plan and rate structure is being developed to accommodate this growth.

Facility worksheets provided in Section 4 summarize the planned water supply and sewer system capital improvements over the next six years.

**SOLID WASTE**

Facility Worksheets provided in Section 4 present revenue sources and expenditure levels for Mason County solid waste services from 2015-2020.

**MUNICIPAL BUILDINGS AND LAW ENFORCEMENT FACILITIES**

Any necessary or proposed improvements to municipal buildings and law enforcement facilities are provided in the worksheets in Section 7 for years 2015-2020



REET 2 Capital Improvement Program @ 1.8.15 2015-2020											
	2014		2015			2016	2017	2018	2019	2020	2015 - 2020
	Plan	Actual	Budgeted	Anticipated	Plan	Plan	Plan	Plan	Plan	Plan	Total
Beg Fund Balance 351-000-000	1,087,686	877,556	1,063,017	1,370,023		0	0	0	0	0	1,370,023
REET 2 Funding Budgeted	325,000	554,599	425,000	425,000		575,000	600,000	650,000	700,000	750,000	3,700,000
Interest Income	4,550	964	2,500	2,500		0	0	0	0	0	2,500
<b>Total REET 2</b>	<b>1,417,236</b>	<b>1,433,119</b>	<b>1,490,517</b>	<b>1,797,523</b>	<b>0</b>	<b>575,000</b>	<b>600,000</b>	<b>650,000</b>	<b>700,000</b>	<b>750,000</b>	<b>5,072,523</b>
Other Revenue Sources REET 2											
Sunset Bluff Park Acquisition & Dev									375,000		375,000
Watson Wildwood County Park											0
Union Boat Ramp		9,416			300,000	300,000					600,000
Sandhill Park RCO Grant					175,000						175,000
Harvey Rendsland Park						117,000					117,000
Phillips Lake											0
Oakland Bay Park							75,000				75,000
Menards Landing											0
MCRA Improvements	250,000				375,000				250,000		625,000
Mason Lake Boat Launch Renovations											0
Jacoby Park Boating RCO Grant	30,000					30,000	740,000				770,000
Foothills County Park											0
Coulter Creek Park						1,130,000					1,130,000
Walker Park Improvements											0
Northbay Trail	400,000										0
Allyn by the Bay Park											0
Kennedy Creek Trail Project							70,000				70,000
Union Park Improvements								500,000			500,000
NM Soccer Football Field											0
Water Spraypark Grant						250,000					250,000
Belfair Skatepark RCO Grant					150,000						150,000
Add'l Funding Required for Plannnnn	680,000	9,416	0	0	1,075,000	1,725,000	173,000	148,000	125,000	0	2,246,000
<b>Total Resources</b>	<b>2,097,236</b>	<b>1,442,535</b>	<b>1,490,517</b>	<b>1,797,523</b>	<b>1,075,000</b>	<b>4,127,000</b>	<b>1,658,000</b>	<b>1,298,000</b>	<b>1,450,000</b>	<b>750,000</b>	<b>12,155,523</b>

Mason County Rural Counties (.09) Fund Capital Improvements Plan @ 1/08/15

Type	2014 Plan	2014 Actual	2015	2016	2017	2018	2019	2020	2015-2020
<b>Total</b>									
<b>Revenues/Resources</b>									
Beginning Balance	\$131,251	\$157,049	\$486,712	\$456,192	\$347,319	\$395,056	\$477,377	\$571,283	\$571,283
Rural Counties Sales & Use Tax	455,841	521,638	510,000	530,000	540,000	550,000	560,000	570,000	3,260,000
Interest Income	400	279	162	250	300	325	350	375	\$1,762
<b>Total Resources</b>	<b>\$587,492</b>	<b>\$678,953</b>	<b>\$996,874</b>	<b>\$986,442</b>	<b>\$887,619</b>	<b>\$945,381</b>	<b>\$1,037,727</b>	<b>\$1,141,658</b>	<b>\$3,833,045</b>
<b>Expenditures/Uses</b>									
Interfund Chg for Services	2,100	0							
Economic Development Council	\$68,000	\$68,000	\$68,000	\$68,000	\$0	\$0	\$0	\$0	\$136,000
Improve Shelton Waste Facility					23,000				
Belfair Wastewater Water Reclamation	325,000	0	350,000	350,000	350,000	350,000	350,000	350,000	\$2,100,000
Improve Shelton Transfer Station				100,000					
City of Shelton Regional Sewer	124,242	124,242	122,682	121,123	119,563	118,004	116,444	114,922	\$712,738
<b>Total Planned Expenditures</b>	<b>\$519,342</b>	<b>\$192,242</b>	<b>\$540,682</b>	<b>\$639,123</b>	<b>\$492,563</b>	<b>\$468,004</b>	<b>\$466,444</b>	<b>\$464,922</b>	<b>\$2,948,738</b>
<b>Total Ending Fund Balance</b>	<b>\$68,150</b>	<b>\$486,712</b>	<b>\$456,192</b>	<b>\$347,319</b>	<b>\$395,056</b>	<b>\$477,377</b>	<b>\$571,283</b>	<b>\$676,736</b>	<b>\$884,307</b>
<b>Total Uses</b>	<b>\$587,492</b>	<b>\$678,953</b>	<b>\$996,874</b>	<b>\$986,442</b>	<b>\$887,619</b>	<b>\$945,381</b>	<b>\$1,037,727</b>	<b>\$1,141,658</b>	<b>\$3,833,045</b>

Mason County agreed to make annual payments for 20 years to City of Shelton for Regional Sewer. First payment is in 2007 and the last payment is 2026.

Under current funding legislation, the .09 Sales Tax Credit for Rural Counties will end in the year 2032.

December 23, 2014 Mason County Commissioners approved \$68,000 each year for 2015 & 2016 for the Mason County Economic Development Council.

November 5, 2013 Mason County Commissioners approved an additional \$215,000 for 2013 & an additional \$125,000 for 2014, and \$350,000 for 2015 for the Belfair Wastewater Water Reclamation System.

There is not a formal award through the .09 process for these amounts.



**MASON COUNTY  
BRIEFING ITEM SUMMARY FORM**

<b>TO: BOARD OF MASON COUNTY COMMISSIONERS</b>	
<b>FROM: Michael MacSems</b>	
<b>DEPARTMENT: DCD</b>	<b>EXT: 571</b>
<b>BRIEFING DATE: March 2, 2015</b> Previous briefing (none)	

**ITEM:** Approval of the Twanoh State Park to the Mason County Historic Registry.

**EXECUTIVE SUMMARY: (If applicable, please include available options and potential solutions)**

In 2014 the Washington State Department of Archeology and Historic Preservation (DAHP) listed the Twanoh State Park on the Washington State Historic Register. In July 2014 the United States Department of the Interior placed Twanoh State Park on the National Historic Register. The Twanoh State Park was established in 1923 and contains several 1930's Civilian Conservation Corps (CCC) structures in the characteristic "rustic arts and crafts" style popular with the National Parks Service and Washington State Parks at that time. Twanoh State Park has been in continuous operation, providing recreational opportunities for both county residents and visitors for over 90 years.

As required under Chapter 17.40 of the Mason County Code, during their February 2015 meeting, the Mason County Historic Preservation Commission held a public hearing to consider the nomination of the Twanoh State Park to the Mason County Historic Register. It is the recommendation of the Historic Preservation Commission that the Twanoh State Park does meet the Mason County Historic Registry criteria as an historic site and the nomination is hereby forwarded to the Mason County Board of Commissioners for final adoption.

**BUDGET IMPACTS:** No budget impacts.

**RECOMMENDED OR REQUESTED ACTION:** Acceptance and certification by the Mason County Board of Commissioners of the Twanoh State Park on to the Mason County Historic Register as an Action Agenda item at your March 10th, 2015 meeting.

**ATTACHMENTS:** Mason County Historic Register Approval and Certification Form, Application form and attachments for the Twanoh State Park nomination to the Historic Register.

## MASON COUNTY HISTORIC REGISTER APPROVAL

Historic Property: Twanoh State Park

Address: 12190 E Hwy 106, Union, WA

Tax Parcel No. 22219-51-00001 & 22220-33-60070

### MASON COUNTY HISTORIC PRESERVATION COMMISSION RECOMMENDATION

As required under Chapter 17.40 of the Mason County Code, the Mason County Historic Preservation Commission held a public hearing to consider the request for nomination of the above property to the Mason County Historic Register. It is the recommendation of the Historic Preservation Commission that the property  does  does not meet the Mason County Historic Register criteria.

\_\_\_\_\_  
Chair, MC Historic Preservation Commission

\_\_\_\_\_  
Date

### MASON COUNTY CERTIFICATION

I hereby certify that the above referenced property is:

entered in the Mason County Historic Register

determined eligible for the Mason County Historic Register

determined not eligible for the Mason County Historic Register

removed from the Mason County Historic Register

other

\_\_\_\_\_  
Chair, Mason County Board of Commissioners

\_\_\_\_\_  
Date of Action



## MASON COUNTY HISTORIC REGISTER

---

**A) Identification**

Property Name: Twanch State Park  
Address: 12190 E Hwy 106  
City: Union County: Mason

**B) Site Access (Describe site access, restrictions, etc)**

Public Park - Fee Area

---

**C) Property Owner(s):**

Name: Washington State Parks & Recreation Comm  
Address: P.O. Box 42650 City: Olympia  
State: WA Zip: 98504 Phone: 360-902-0930  
- 2650

**D) Applicant:**

Name: Mason County Historic Preservation Comm  
Address: 426 W Cedar St City: Shelton  
State: WA Zip: 98584 Phone: 360-427-9670  
X571

**E) Legal Boundary Description and Boundary Justification**

Tax Parcel No. 22219-51-00001 & 22220-33-60070  
Township: 22<sup>N</sup> Range: 2<sup>W</sup> Section: 198<sup>20</sup> Plat/Lot/Block Navy Yard Bldg #2  
Lots 1-6. 1

# MASON COUNTY HISTORIC REGISTER

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## F) Category of Property (Choose One)

Building       Structure       District       Object (Statue, etc.)

Cemetery/Burial site       Historic Site (Site of an important event)

Archaeological site       Traditional cultural property (Spiritual or creation site)

Cultural landscape (Habitation, agricultural, industrial, recreational, etc)

## G) Area of Significance – Check as many as apply

Any building, structure, site, object or district may be designated for inclusion in the Mason County Historic Register if it is significantly associated with the history, architecture, archaeology, engineering, or cultural heritage of the community; if it has integrity; is at least 50 years old, or is of lesser age and has exceptional importance; and if it falls in at least two (2) of the following categories:

1. Is associated with events that have made a significant contribution to the broad patterns of national, state or local history.

Explain: Older buildings built by CCC  
circa 1935/36.

2. Embodies the distinctive architectural characteristics of a type, period, style, or method of design or construction, or represents a significant and distinguishable entity whose components may lack individual distinction.

Explain: Rustic style, offshoot of Arts &  
Crafts movement.

3. Is an outstanding work of a designer, builder, or architect who has made a substantial contribution to the art.

Explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ 4. Exemplifies or reflects special elements of the Mason County's cultural, special, economic, political, aesthetic, engineering, or architectural history.

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ 5. Is associated with the lives of persons significant in national, state, or local history including person(s) significant in local Tribal history.

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ 6. Has yielded or may be likely to yield important archaeological information related to history or prehistory. (Archaeological sites are further regulated under WAC 25-48 – Archaeological Excavation and Removal Permit, RCW 27.44 – Indian Graves and Records and RCW 27.53 – Archaeological Sites and Resources).

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ 7. Is a building or structure removed from its original location but which is significant primarily for architectural value, or which is the only surviving structure significantly associated with a historic person or event.

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ 8. Is a birthplace or grave of a historical figure of outstanding importance and is the only surviving structure or site associated with that person.

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_9. Is a cemetery, which derives its primary significance from age, from distinctive design features, or from association with historic events, or cultural patterns.

Explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_10. Is a reconstructed building that has been executed in a historically accurate manner on the original site.

Explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_11. Is a creative and unique example of folk architecture and design created by persons not formally trained in the architectural or design professions, and which does not fit into formal architectural or historical categories.

Explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**H) Property Description:** (Please attach site map showing building location, etc.)

187 acres, 3,167 feet of saltwater  
frontage.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I) Significance Summary:**

Created as a state park in 1923.

Significant CCC-built improvements added

1934-38. Architecture reflects the

"Rustic Arts & Crafts" style ubiquitous

the National Parks System design in the

1930s.



J) Date of construction: 1934 - 1950

K) Building Style (i.e. Art Deco, Colonial, Gothic, Queen Anne, Craftsman, Tudor, etc.) \_\_\_\_\_  
Rustic Arts & Crafts

L) Roof Style: Shake

M) Cladding (Exterior Covering): timber with stones or  
bricks

N) Form (i.e. agricultural, commercial, single-family, etc.): \_\_\_\_\_  
Park Buildings

O) Current/Historic Use (i.e. domestic, commerce, government, education, agriculture/defense, transportation, etc.) still used as a park with  
the same configuration.

P) Documentation

Xerox and attach any information or evidence that supports the property's significance. see National Register of Historic Places  
Reg form

**Written Sources** (Books, articles, newspapers):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Oral History/Interviews:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

P) Map and Photographs

*Attach copies of historic maps or photos if available, and current photos (5 x 7 B & W).  
Include a current map – appropriate U.S.G.S. map and parcel map – with the location of the property and its boundaries clearly marked.*

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**Applicant Signature:** Michael MacD *for* MCHPC

**Owner Signature (if different):** see e-mail from Alex McMarry 12/15/14

**Date Submitted:** 1/15/15

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**For Office Use Only:**

**Date Application Received by County:** \_\_\_\_\_

**Public Hearing Date:** \_\_\_\_\_

**County Action Taken:**

**Historic Preservation Commission:** \_\_\_\_\_

**Board of County Commission:** \_\_\_\_\_

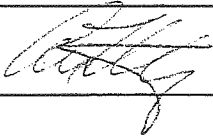
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**Applicant Signature:** \_\_\_\_\_

**Owner Signature (if different):**  \_\_\_\_\_ **ALEX McMURRY, WASHINGTON**  
**STATE PARKS HISTORICAL PRESERVATION**

**Date Submitted:** \_\_\_\_\_

---

**For Office Use Only:**

**Date Application Received by County:** \_\_\_\_\_

**Public Hearing Date:** \_\_\_\_\_

**County Action Taken:**

**Historic Preservation Commission:** \_\_\_\_\_

**Board of County Commission:** \_\_\_\_\_

United States Department of the Interior  
National Park Service

# National Register of Historic Places Registration Form

45DT 238

This form is for use in nominating or requesting determinations for individual properties and districts. See instructions in *How to Complete the National Register of Historic Places Registration Form* (National Register Bulletin 16A). Complete each item by marking "x" in the appropriate box or by entering the information requested. If any item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions. Place additional entries and narrative items on continuation sheets (NPS Form 10-900a). Use a typewriter, word processor, or computer, to complete all items.

### 1. Name of Property

Historic name Twanoh State Park

Other names/site number \_\_\_\_\_

### 2. Location

street & number 12190 E. Highway 106 \_\_\_\_\_ not for publication

city or town Union \_\_\_\_\_ vicinity

State Washington code WA county Mason code 045 zip code 98592

### 3. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act, as amended,  
I hereby certify that this X nomination \_\_\_\_\_ request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60.

In my opinion, the property X meets \_\_\_\_\_ does not meet the National Register Criteria. I recommend that this property be considered significant at the following level(s) of significance:

\_\_\_\_\_ national X statewide \_\_\_\_\_ local

Applicable National Register Criteria

X A \_\_\_\_\_ B X C \_\_\_\_\_ D

Allyn M  
Signature of certifying official/Title

7-23-14  
Date

WASHINGTON STATE HISTORIC PRESERVATION OFFICE  
State or Federal agency and bureau

In my opinion, the property \_\_\_\_\_ meets \_\_\_\_\_ does not meet the National Register criteria. ( \_\_\_\_\_ See continuation sheet for additional comments.)

\_\_\_\_\_  
Signature of certifying official/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
State or Federal agency and bureau

### 4. National Park Service Certification

I, hereby, certify that this property is:

\_\_\_\_\_ entered in the National Register.  
\_\_\_\_\_ See continuation sheet

\_\_\_\_\_ determined eligible for the  
National Register.  
\_\_\_\_\_ See continuation sheet

\_\_\_\_\_ determined not eligible for the  
National Register.

\_\_\_\_\_ removed from the  
National Register.

\_\_\_\_\_ other (explain:)

\_\_\_\_\_  
Signature of the Keeper

\_\_\_\_\_  
Date of Action

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



United States Department of the Interior  
National Park Service

# National Register of Historic Places Registration Form

This form is for use in nominating or requesting determinations for individual properties and districts. See instructions in *How to Complete the National Register of Historic Places Registration Form* (National Register Bulletin 16A). Complete each item by marking "x" in the appropriate box or by entering the information requested. If any item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions. Place additional entries and narrative items on continuation sheets (NPS Form 10-900a). Use a typewriter, word processor, or computer, to complete all items.

## 1. Name of Property

Historic name Twanoh State Park

Other names/site number \_\_\_\_\_

## 2. Location

street & number 12190 E. Highway 106 \_\_\_\_\_ not for publication

city or town Union \_\_\_\_\_ vicinity

State Washington code WA county Mason code 045 zip code 98592

## 3. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act, as amended,

I hereby certify that this  nomination  request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60.

In my opinion, the property  meets  does not meet the National Register Criteria. I recommend that this property be considered significant at the following level(s) of significance:

national  statewide  local

Applicable National Register Criteria

A  B  C  D

\_\_\_\_\_  
Signature of certifying official/Title

\_\_\_\_\_  
Date

WASHINGTON STATE HISTORIC PRESERVATION OFFICE

\_\_\_\_\_  
State or Federal agency and bureau

In my opinion, the property  meets  does not meet the National Register criteria. (  See continuation sheet for additional comments.)

\_\_\_\_\_  
Signature of certifying official/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
State or Federal agency and bureau

## 4. National Park Service Certification

I, hereby, certify that this property is:

entered in the National Register.

See continuation sheet

determined eligible for the National Register.

See continuation sheet

determined not eligible for the National Register.

removed from the National Register.

other (explain:)

\_\_\_\_\_  
Signature of the Keeper

\_\_\_\_\_  
Date of Action

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**5. Classification**

**Ownership of Property**  
(Check as many boxes as apply)

- private
- public-local
- public-State
- public-Federal

**Category of Property**  
(Check only one box)

- building(s)
- district
- site
- structure
- object

**Number of Resources within Property**

(Do not incl. previously listed resources in the count.)

Contributing	Non-Contributing	
14	6	buildings
9	1	sites
23	7	structures
		objects
	14	Total

**Name of related multiple property listing:**  
(Enter "N/A" if property is not part of a multiple property listing.)

NA

**Number of contributing resources previously listed in the National Register**

None

**6. Functions or Use**

**Historic Functions**

(Enter categories from instructions)

RECREATION AND CULTURE: outdoor  
recreation

**Current Functions**

(Enter categories from instructions)

RECREATION AND CULTURE: outdoor  
recreation

**7. Description**

**Architectural Classification**

(Enter categories from instructions)

LATE 19<sup>TH</sup> & 20<sup>TH</sup> CENTURY AMERICAN

MOVEMENT: Bungalow/Craftsman

Rustic/National Park

**Materials**

(Enter categories from instructions)

foundation Concrete

walls BRICK

STONE; WOOD/log

roof Shake

other

**Narrative Description**

(Describe the historic and current condition of the property.)

SEE CONTINUATION SHEET

**Statement of Significance**

**Applicable National Register Criteria**

(Mark "x" in one or more boxes for the criteria qualifying the property for National Register listing.)

- A** Property is associated with events that have made a significant contribution to the broad patterns of our history.
- B** Property is associated with the lives of persons significant in our past.
- C** Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- D** Property has yielded, or is likely to yield, information important in prehistory or history.

**Criteria Considerations**

(Mark "x" in all the boxes that apply.)

Property is:

- A** owned by a religious institution or used for religious purposes.
- B** removed from its original location.
- C** a birthplace or grave.
- D** a cemetery.
- E** a reconstructed building, object, or structure.
- F** a commemorative property.
- G** less than 50 years old or achieving significance within the past 50 years.

**Areas of Significance**

(Enter categories from instructions)

Entertainment/Recreation

Architecture

Politics/Government

**Period of Significance**

1934-1950

**Significant Dates**

1934

**Significant Person**

(Complete if Criterion B is marked above)

**Cultural Affiliation**

**Architect/Builder**

Burton, H. Lee, (Architect)

Paterson, Jack, (Architect)

**Narrative Statement of Significance**

(Explain the significance of the property.) SEE CONTINUATION SHEET

**9. Major Bibliographical References**

**Bibliography**

(Cite the books, articles, and other sources used in preparing this form.) SEE CONTINUATION SHEET

**Previous documentation on file (NPS):**

- preliminary determination of individual listing (36 CFR 67) has been requested
- previously listed in the National Register
- previously determined eligible by the National Register
- designated a National Historic Landmark
- # \_\_\_\_\_
- recorded by Historic American Engineering
- Record# \_\_\_\_\_

**Primary location of additional data:**

- State Historic Preservation Office
- Other State agency: WSPRC
- Federal agency
- Local government
- University
- Other

**Name of repository:**

\_\_\_\_\_

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**0. Geographical Data**


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**Acreeage of Property**      182 acres
**UTM References**

(Place additional UTM References on a continuation sheet.)

A				C			
	Zone	Easting	Northing		Zone	Easting	Northing
B				D			
	Zone	Easting	Northing		Zone	Easting	Northing

**Or Latitude/Longitude Coordinates**

(enter coordinates to 6 decimal places)

1	<u>47.3783976</u>	<u>-122.975399</u>	3	<u>47.3675860</u>	<u>-122.971194</u>
	Latitude	Longitude		Latitude	Longitude
2	<u>47.3786591</u>	<u>-122.969906</u>	4	<u>47.367632</u>	<u>-122.982523</u>
	Latitude	Longitude		Latitude	Longitude

**Verbal Boundary Description**

(Describe the boundaries of the property.)      See continuation sheet.

**Boundary Justification**

(Explain why the boundaries were selected.)      See continuation sheet.

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**11. Form Prepared By**


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name/title	<u>Stephen Emerson, Program Director</u>		
organization	<u>Archaeological and Historical Services, EWU</u>	date	<u>April 2014</u>
street & number	<u>201 Isle Hall</u>	telephone	<u>509-359-2239</u>
city or town	<u>Cheney</u>	state	<u>WA</u> zip code <u>99004</u>

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**Additional Documentation**


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Submit the following items with the completed form:

**Continuation Sheets**
**Maps**

- A **USGS map** (7.5 or 15 minute series) indicating the property's location.
- A **Sketch map** for historic districts and properties having large acreage or numerous resources.

**Photographs**

 Representative **photographs** of the property.

**Additional items**

(Check with the SHPO or FPO for any additional items.)

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**Property Owner** (Complete this item at the request of the SHPO or FPO.)
 

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name	<u>Washington State Parks and Recreation Commission (WSPRC)</u>		
street & number	<u>1111 Israel Road SW</u>	telephone	<u>360-902-0930</u>
city or town	<u>Olympia</u>	state	<u>WA</u> zip code <u>985045</u>

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United States Department of the Interior  
National Park Service

## National Register of Historic Places Continuation Sheet -

TWANOH STATE PARK  
MASON COUNTY, WASHINGTON

Section number 7 Page 1 of 89

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### 7. Description:

Twanoh State Park is located on the southern shore of the lower end of Hood Canal, in Mason County, between the communities of Union and Belfair. The park is partitioned by State Route 106, formerly called the Navy Yard Highway. The park currently occupies 187.7 acres that include 3,167 feet of saltwater shoreline (Note that a slightly smaller portion (182 acres) is being nominated). The main branch of Twanoh Creek and several tributaries pass through the park. The environment is typical of Pacific Northwest rainforests, the park is located within the *Tsuga heterophylla* vegetative zone, which is characterized by a moist maritime climate with mild temperatures. Tree species are dominated by Douglas fir, western hemlock, and western red cedar. Other trees present include western white pine, lodgepole pine, Pacific madrone, big leaf maple, and Sitka alder. Understory species include vine maple, golden chinkapin, Pacific dogwood, hazelnut, salal, blackberry, Pacific yew, coast rhododendron, and salmonberry. Twanoh Creek itself is a major spawning area for Pacific chum salmon, an anadromous species that hatches in the creek gravel beds (redds) and returns to spawn each fall when great numbers die in the creek, making the park unpleasant at that time of year. Yearly winter and spring floods, however, wash the channels clean.

Most of the park is situated within this natural environment, but the portions of the park along Hood Canal, north of the highway, and the lower reaches of Twanoh Creek are extensively modified from the native character, having formerly been a salt marsh.

#### Park Grounds

Twanoh State Park is a mix of manicured and landscaped grounds and natural growth of large trees and undergrowth. Most of the park acreage consists of dense rainforest on steep hillsides. It is partitioned north and south by State Route 106, and east and west by Twanoh Creek. These linear divides separate the developed portion of the park into four quadrants (see Section 10 sketch maps).

The northwest quadrant contains three major buildings: Building 7 (comfort station # 2), Building 11 (kitchen # 2), and a modern sewer lift/pump house (Building 18). The asphalt paved west parking lot is situated here as well, as is a poured concrete boat launch with adjacent floating docks (stored on shore during the off-season).

The northeast quadrant of the park contains eight major buildings: Building 4 (bathhouse #1), Building 5 (bathhouse #2), Building 6 (comfort station # 1), Building 16 (a concession), Building 10 (kitchen # 1, the community kitchen), Building 12 (small kitchen), Building 13 (small kitchen), and Building 14 (small kitchen). Much of this quadrant is covered by landscaping and mowed lawns, as well as gravel fill. It also contains the day use (north) asphalt parking lot and the east asphalt parking lot. Other recreational features located in this quadrant include a horseshoe pit, an asphalt tennis court enclosed within a chain link fence, two small playgrounds for children, a long pier with an adjustable ramp connected to a floating dock, and a shallow wading pool supplied by tide water through an underground conduit.

The southeast quadrant of the park contains six major buildings: Building 1 (superintendent's house, with adjacent wood shed, utility shed, and stone retaining wall and steps), Building 3 (garage/shop), Building 25 (garage/office), Building 8 (comfort station # 3), Building 15 (superintendent's office), and Building 9 (comfort station # 4). Most of this quadrant is developed as campsites connected by un-curbed dirt and asphalt roads. There is some minor landscaping, but most of the ground surface is bare dirt with large trees. Other features found in this park quadrant

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## National Register of Historic Places Continuation Sheet -

TWANOH STATE PARK  
MASON COUNTY, WASHINGTON

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include a small wood shed near the park host campsite, Building 19 (a pump house), a small electrical fixture box within a split rail compound, a stone and iron incinerator, a poured concrete water supply reservoir (storage tank), and adjacent remnants of a concrete settling basin and water channeling components.

The southwest quadrant of the park is largely steep hillside with dense vegetation. A recreational trail and a group camping area with a shelter/canopy comprise the developments in this quadrant.

### Park Features

Passageways within the park include both dirt and asphalt paved roads and parking lots, as well as dirt trails. Aside from trails accessing campsites, buildings, and recreational facilities, a nature trail crosses the hill side to the west of Twanoh Creek. Rock rip-rap and gravel fill have been used to reinforce the Hood Canal shoreline and the banks of Twanoh Creek, as well as to reclaim firm ground from marsh, since the park's inception. Partitions within the park consist of both modern log post and rail barriers and older split cedar post and rail fences. Signage is common throughout the park. Some consist of simple wood signs on posts; others are modern metal frame interpretive signs. Many are enclosed within wood framed kiosks topped with narrow split cedar shake canopies that give them a semi-rustic appearance. An asphalt tennis court bordered by a chain link fence is located just south of Building 6 (comfort station # 1). Two types of picnic tables are found in the park, one type with wood frames, benches, and table tops, the other with metal frames, benches, and table tops. Two types of cooking fire facilities are found in the park—simple metal fire rings on the ground and elevated iron cooking grates. The boat launch is located at the west end of the park. It consists of a poured concrete ramp, with a textured deck to provide traction. Floating wood docks, stored on shore during the off-season, can be moored to permanent log pilings to enclose the boat launch area. The recreational dock on the shore at the east end of the park consists of a long wood pier attached by a metal ramp to a floating dock.

There are twenty three contributing buildings and structures within Twanoh State Park. In general, there are two primary types of historic buildings at Twanoh State Park associated with designs created by the Public Works Administration (PWA) and the National Park Service (NPS). The PWA designs were principally for log and brick structures, while the NPS designs were primarily for log and mortared stone structures. All of these buildings were constructed by Civilian Conservation Corps (CCC) enrollees and Washington State Parks Committee (WSPC) employees. All displayed characteristics of the Rustic Style, an associated school of the Arts and Crafts architectural movement. These, as well as modern buildings/structures and features, are described below by park quadrant and summarized in Table 1 following verbal descriptions. The Section 10 sketch maps illustrate building/structure locations. NOTE: Building names and designations have changed over the years, and do not currently reflect any coherent organization, either locational or chronological.

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National Park Service

## National Register of Historic Places Continuation Sheet -

TWANOH STATE PARK  
MASON COUNTY, WASHINGTON

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### *Northwest Quadrant*

#### **Comfort Station #2**

**Built: 1935**

**Style: NPS Rustic**

**Builder/Architect: CCC/NPS, Unknown**

**Rank: Historic, Contributing**

**Site Identification: Building 7**

**Description:** Building 7 is comfort station # 2, referred to as a latrine or comfort station. It is a one-story, side-gabled structure with a plan consisting of the primary rectangular portion, fronting to the north, and two vestibule extensions to the east and the west. The building measures about 33 feet long and 13 feet wide. The foundation is poured concrete. The roof is covered with split cedar shakes and has widely overhanging eaves featuring exposed rafter ends and peeled log purlins. Gable faces of both the main building and the entry vestibules are clad with split cedar shakes. The lower halves of the exterior walls are clad with load bearing, mortared rough-cut basalt. The upper halves of these exterior walls are clad with vertically placed peeled log segments that are pinned with iron dowels to the stone below and the log top plate above. The front (north) and back sides have horizontally oriented, fixed wood sash windows with obscure glass. The sills consist of large canted stone headers. A wood panel door is situated in the center of the north elevation, accessing a central utility room. The men's and women's entries consist of wood panel doors and are covered by the east and south entry vestibules. At the outer end of each vestibule is a wood ventilation louver with stone sills like the windows. The interiors of the comfort stations contain a porcelain wash basin, toilet stalls with porcelain toilets, and, in the men's room, porcelain urinals. The interior walls and the toilet stalls feature vertical wood wainscoting.

**Alterations:** These include roof shake replacement, interior facilities upgrades, replacement of the ridge log, shortening of the exposed purlin ends, and replacement of windows with mottled glass.

#### **Shelter Kitchen #2**

**Built: 1937**

**Style: NPS Rustic**

**Builder/Architect: CCC/NPS, Jack Paterson**

**Rank: Historic, Contributing**

**Site Identification: Building 11**

**Description:** Building 11, called a shelter kitchen in the original plans, is also designated kitchen # 2. It is a one-story structure with a poured concrete foundation. Its plan is a rectangle minus a small cut-away section at the northwest corner. The building's dimensions are about 30 feet long by 25 feet wide. The cedar shake roof is an asymmetrical combination of gable, hip, and shed. Visible in the open, widely overhanging eaves are peeled log purlins and rafters, all with exposed ends. The interior of the roof is supported by simple log king post trusses. Gable faces are clad with cedar shingles. Most exterior wall surfaces are constructed of load bearing, mortared rough-cut basalt. Two fixed, six light wood sash multiple-pane windows are placed on the north side. The sills of these windows consist of large canted stone headers. There is also a similar, smaller, three light window on the north elevation of the small cut-away portion at the north corner. These windows effectively shelter the kitchen area from Hood Canal wind. On the other three sides are open air fenestrations, including both walk-in openings and large unglazed window spaces. All windows and walk-in openings are separated by vertically placed peeled log segments pinned with iron dowels to the stone below and the base logs above. A massive mortared stone chimney, partially exterior and partially interior, rises from the corner of the cut-away section of the building. On the interior this chimney serves two mortared stone cook stoves with fire brick lined boxes with cast iron top surfaces, fire

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National Park Service

## National Register of Historic Places Continuation Sheet -

TWANOH STATE PARK  
MASON COUNTY, WASHINGTON

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doors, and clean-out gates. At the northeast corner are wood-frame built-ins with vinyl counter tops and stainless steel wash basins. Several of the typical park picnic tables are currently situated in this shelter.

**Alterations:** But for replacement of roof shakes, modernization of the sink facilities, and the common practice of shortening the exposed purlin ends, the most noticeable difference between the current appearance of the shelter kitchen and the original architectural drawings is the removal of one window sash on the west elevation.

### Pump House/Sewer Lift

**Built: 2007**

**Style: NPS Rustic**

**Builder/Architect: WSPRC**

**Rank: Modern, Non-contributing**

**Site Identification: Building 18**

**Description:** This is a modern, one-story, wood frame structure with a side-gabled rectangular plan. The roof is clad with split cedar shakes and has moderately overhanging, unenclosed eaves. Most exterior wall surfaces are covered with a veneer of mortared river cobbles. The gable faces are clad with vertical board siding. The foundation is poured concrete. Other than metal ventilation louvers placed on three sides, the only fenestration consists of metal pedestrian doors on the south (front) elevation, two double sets and a single.

**Alterations:** None

### Boat Launch Ramp

**Built: 1998**

**Style: None**

**Builder/Architect: WSPRC**

**Rank: Modern, Non-contributing**

**Site Identification: Boat Ramp**

**Description:** The boat launch is located at the west end of the park. It consists of a poured concrete ramp, with a textured deck to provide traction. Floating wood barges, stored on shore during the off-season, can be moored to permanent log pilings to enclose the boat launch area.

**Alterations:** All original boating and swimming facilities, including the boat launch ramp, piers, floating docks, and pilings have been replaced.

### *Northeast Quadrant*

### Shelter Kitchens

**Built: 1934**

**Style: NPS Rustic**

**Builder/Architect: CCC/PWA, H. Lee Burton**

**Rank: Historic (modified), Contributing**

**Site Identification: Buildings 12, 13, and 14**

**Description:** These small shelters, all designated as kitchens in original plans, are identical in appearance, except for the number signs on them. Additionally, kitchen 12 has a sign that reads "KITCHEN NO. 3." Each of these structures is a gabled canopy supported by peeled log king post trusses supported by log posts. The roof is covered with split cedar shakes attached to board purlins placed across log rafters. Log knee braces offer further support for the trusses. The shelter structures rest on poured concrete platforms. At the center of each platform is a structure featuring flat concrete surfaces that could perhaps be useful for placement of portable cook stoves, or even for



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National Park Service

## National Register of Historic Places Continuation Sheet -

TWANOH STATE PARK  
MASON COUNTY, WASHINGTON

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cleaning fish or oysters, which are common in the shallow off shore surf. The bi-level flat surfaces are supported by brick, identical to that used in some of the other park buildings. Two such structures are separated by a central wall built of mortared river cobbles and topped by a concrete cap. All three of these shelters have been modified. Original plans call for similar canopies with tall brick chimneys at one end that serve fire brick lined ovens beneath steel frame cook stoves with steel plate doors operated by steel chain and ring assemblies.

**Alterations:** These identical structures are among the most altered at Twanoh State Park. Initially designed as small kitchens, with cook stoves and chimneys, their masonry has been largely dismantled and reassembled. The original metal cook stoves have been removed and replaced with flat, poured concrete utility surfaces. The original brick of the chimneys and ovens, once situated to one side of the wood canopy, have been reassembled as two concrete capped counters at the center, separated into two units by the addition of a central, mortared cobble wall. The gabled wood frame canopies are the only entirely intact components. Despite these alterations, which greatly diminish the original design integrity, these structures retain much of the other aspects of integrity and, therefore, should be regarded as contributing features of the district.

**Comfort Station #1**

**Built: 1934**

**Style: NPS Rustic**

**Builder/Architect: CCC/PWA, H. Lee Burton**

**Rank: Historic, Contributing**

**Site Identification: Building 6**

**Description:** Building 6, also designated comfort station # 1, is also referred to as a latrine or comfort station. It is a one-story, side-gabled structure with a plan consisting of the primary rectangular portion, fronting to the north, and two vestibule extensions to the east and the west. The building measures about 33 feet long and 13 feet wide. Its plan is very similar to that of Building 7 (comfort station # 2), but different construction materials are applied. The foundation is poured concrete. The roof is covered with split cedar shakes and has widely overhanging eaves featuring exposed rafter ends and peeled log top plates and ridge beam. Gable faces of both the main building and the entry vestibules are clad with horizontally placed peeled logs. The lower halves of the exterior walls are clad with the bricks used in several other park buildings, placed in common bond fashion. The upper halves of these exterior walls are clad with vertically placed peeled log segments set on half log sills that are pinned with iron dowels to the brick below and the top plate above. A full-height brick chimney penetrates the roof at the center of the rear slope. The front (north) and back sides have horizontally oriented, fixed wood sash windows with obscure glass. Half logs serve as sills for these windows. A wood panel door is situated in the center of the north elevation, accessing a central utility room. The men's and women's entries consist of wood panel doors and are recessed within the east and west entry vestibules. The comfort station interiors contain a porcelain wash basin, toilet stalls with porcelain toilets, and, in the men's room, porcelain urinals.

**Alterations:** These include roof shake replacement, interior facilities upgrades, replacement of the ridge log, shortening of the exposed purlin ends, and replacement of windows with mottled glass.

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### Bathhouse #2

**Built: 1935**

**Style: NPS Rustic**

**Builder/Architect: CCC/PWA, H. Lee Burton**

**Rank: Historic, Contributing**

**Site Identification: Building 5**

**Description:** Building 5, also designated bathhouse # 2, is a one-story, side-gabled structure with a long, semi-rectangular plan featuring small, centered, gabled extensions on the northeast and southwest elevations, giving the roof a cross-gabled appearance. The roof is clad with split cedar shakes and has moderately overhanging eaves with exposed log rafter ends and purlins. The gable ends are enclosed with horizontally placed peeled logs. Other exterior wall surfaces are clad with the bricks common throughout the park. These bricks are laid in common bond. The foundation is poured concrete. Rows of horizontal, hopper-style, inward-opening wood sash windows with obscure glass panes are placed along both the southwest and northeast elevations and one similar but square shaped window occupies each of the small gabled extensions on the ends. A short, gabled extension is centrally placed on the southwest elevation, with three horizontal fixed wood sash obscure glass windows with brick header sills. Another gabled extension is located on the northeast elevation. It encloses the recessed entry facilities. At the center is a double set of wood plank Dutch doors, which are horizontally as well as centrally split. A fold out counter facilitates use of the doors as a check-in station, where bathers can leave their belongings while swimming. To either side of the check counter are wood panel doors accessing the dressing areas, men's to the left, women's to the right. Inside are narrow stalls. Bathroom facilities are located in the central area, divided by a narrow pipe space, and contain sinks, toilets and, in the men's area, urinals. A shower is located in each of the small gable extensions at the northwest and southeast ends.

**Alterations:** Bathhouse # 2 has undergone the typical roof shake replacements and shortening of the exposed purlin ends. Although the window glazing has been changed, the sashes are original. The greatest changes have occurred on the interior, where comfort station and locker facilities have been modernized or removed.

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### Bathhouse #1

**Built: 1950**

**Style: NPS Rustic**

**Builder/Architect: WSPRC**

**Rank: Historic, Contributing**

**Site Identification: Building 4**

**Description:** Building 4, also designated bathhouse # 1, is identical to Building 5, with two exceptions. The rear gabled extension is not present. And the lower half of the south walls, and part of the end walls, are constructed of poured concrete instead of brick.

**Alterations:** Bathhouse # 1 is nearly identical to bathhouse # 2, the primary difference being that Building 4 lacks a gable rear extension at the center, and exhibits the use of poured concrete instead of brick in the lower sections of the rear and side walls. Otherwise, alterations are similar. The window glazing has been changed, but the sashes are original. The greatest changes have occurred on the interior, where comfort station and locker facilities have been modernized or removed.

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### **Community Kitchen (Kitchen #1)**

**Built: 1937**

**Style: NPS Rustic**

**Builder/Architect: CCC/NPS, Jack Paterson**

**Rank: Historic, Contributing**

**Site Identification: Building 10**

**Description:** Building 10, also designated kitchen # 1 and historically referred to as the community kitchen, is a one-story structure with a T-shaped plan employing gable roofs. The primary portion is about 50 feet long by about 21.5 feet wide. The roof is covered with split cedar shakes and has widely overhanging, unenclosed eaves with exposed rafter ends and purlins. Side gable of the east elevation features an elevated shed roof extension resting on exposed purlins. The interior is accessed through open air entries at the north and south ends of the crossed T portion. Most of the east elevation is open as well above a wide counter top. Other elevations contain fixed wood sash windows with horizontally oriented six light panes with stone sills. The spaces between windows and other openings are filled with vertically placed peeled logs. Most of the lower halves of the exterior walls are clad with mortared rough-cut stone that appears to be basalt. The exception to this is the wall below the east side counter tops, which are clad with vertical boards. The foundation is poured concrete. The north and south gabled extensions form canopies that are support by large peeled logs resting on stone piers. Two remarkable features of the building are two massive stone chimneys, one on the exterior wall of the west elevation, and the other emerging through the roof from the interior, rising above the crux of the T. These have elevated concrete caps to protect their flues from rain. The community kitchen interior space is dominated by a stone fireplace and stone cook stoves serviced by the interior chimney. The fireplace is made of the same stone as the exterior lower walls. The top of the hearth is defined with a segmental arch of stone voussoirs, above which is a half-log mantel. The interior walls of the hearth are lined with firebrick. The interior chimney provides ventilation for three stone cook stoves that radiate to the north, west, and south from the chimney base. The iron stove plates on top, the hinged oven doors, and the cleanouts below were cast by the Star Foundry of Seattle. On the east side of the chimney is a short stone ledge with a concrete cap containing a shallow basin (former drinking fountain). The open east elevation countertop contains wood cabinets, a faux wood grain Formica surface, and two stainless steel sinks. The interior is furnished with several metal frame picnic tables. The community kitchen interior lacks a ceiling, leaving the log scissors trusses that support the roof visible.

**Alterations:** The community kitchen retains excellent integrity, retaining original windows, hearth, and cooking stoves. The sinks and adjacent counters have been remodeled and the roof shakes have been replaced, as expected, probably several times. Original drawings indicate that it never did have extended purlin ends as other similar buildings had, and so they have not been shortened. And it never had a ridge roll.

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### **Concession**

**Built: 1936**

**Style: NPS Rustic**

**Builder/Architect: CCC/NPS, Jack Paterson**

**Rank: Historic, Contributing**

**Site Identification: Building 16**

**Description:** Building 16, also designated the concession, is a one-story wood frame structure with an approximately 36 foot by 24 foot irregular plan. The roof is a combination of gable and hipped types. The north portion of the roof is hipped, while the south portion and two extensions to the south and east are gabled. The roof is covered with split cedar shakes and has moderately overhanging enclosed eaves. An original brick chimney at the center of the roof has been replaced by a metal ventilation cupola. The gable faces are clad with board and batten siding. Most other exterior wall surfaces are clad with the bricks common to many other park buildings. The foundation is poured concrete. Several formerly shutter-protected open air spaces, portions of which are visible on

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all four sides, have been permanently filled in with vertical board siding, some with new wood panel and metal doors building into them. The only original fenestration consists of four wood sash, multiple-pane casement windows, with brick rowlock sills, located on the gable extension of the east side of the building and at the center of the south façade. Other fenestration consists of sliding metal sash units and roll-up countertop doors on the north wall. A modern sign attached to the south side gable face reads "Jackson's Parkside Grill, Hours Thurs-Sun 9-6."

**Alterations:** Of all of the major buildings at Twanoh State Park, the concession has been subjected to the most extensive alterations of appearance and materials. The original brick chimney has been replaced by a metal ventilator. Several windows have been partially filled in and replaced by sliding metal units. Several formerly shutter protected open air passages have been filled in with vertical board walls, some with additional wood panel pedestrian doors. The original serving counters with swinging wood doors on the north side have been replaced by vertical board walls with roll-up metal panels that reveal the new serving counters. The interior spaces have undergone considerable renovation as the former vendor residential spaces were converted to active commercial service. All of these alterations certainly detract from the integrity of the original architectural design. All of the other integrity assets have been left relatively intact. The building retains a sufficient degree of historical appearance and original construction materials to be considered a contributing feature of the district. Another factor, one that adds strength to this argument, is the fact that the building serves the same function for which it was originally built.

### Pier/Dock

**Style:** None  
**Rank:** Modern, Non-contributing

**Built:** Ca. 1975

**Builder/Architect:** WSPC  
**Site Identification:** Dock

**Description:** This structure consists of a fixed pier on pilings and a metal ramp that leads to a floating dock held in position by pilings.

**Alterations:** All original boating and swimming facilities, including the boat launch ramp, piers, floating docks, and pilings have been replaced.

### Tidal Wading Pool

**Style:** None  
**Rank:** Historic, Contributing

**Built:** 1937

**Builder/Architect:** CCC/NPS G.D. Ross, P.W. Kearney  
**Site Identification:** Wading Pool

**Description:** The shallow tidal wading pool is located near the tip of the small peninsula formed by the land north of the highway. It is built into imported gravel fill. Original drawings indicate that this shallow, oval pool was once supplied with water through an open channel at its north end or through a tide gate installed in a short concrete wall enclosing the north end. The water level fluctuated with the rise and fall of the tide but could be controlled via the tide gate. In the 1930s, a poured concrete 3.5-foot-high seawall was created along the shoreline northeast of the wading pool to prevent erosion of the bank between the pool and Hood Canal. This wall was lengthened during the 1960s. At that time, the north outlet/inlet was filled in and an underground conduit was built to allow passage of water between the pool and hood canal from the northeast. A drain valve controlling passage of water through the conduit, located beneath the seawall, was built and installed in metal housing to allow maintenance access. When the tide is rising, water can be observed bubbling upward in the center of the pool. When the tide is falling, the water level of the pool subsides.



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**Alterations:** The wading pool was one of the original built elements of the park, created by filling in much of the former salt marsh to create a beach and picnic spaces. While this shallow basin has varied in size, and the source of tidal water has changed from a narrow, open outlet to Hood Canal to an underground conduit, the concept and visual appearance have not changed since the area was re-graded by the CCC during their time in the park. It continues to retain sufficient integrity to be considered a contributing feature of the district.

**Sea Wall** **Built: ca. 1934, extended in 1968**  
**Style: None** **Builder/Architect: CCC/WSPC**  
**Rank: Historic/Modern, Non-contributing** **Site Identification: Sea Wall**

**Description:** This is a steel reinforced, poured concrete wall partially buried in gravel fill. It is a little over three feet high and 8 inches thick at the top and 18 inches wide at the base. The purpose of the wall is to protect the wading pool from the wave action of Hood Canal. Incorporated into the center of the wall, below the surface is an inlet with a flash gate that can be raised or lowered to control the intake and outtake of tidal water within the pool

**Alterations:** The original concrete wall was constructed in about 1934. In 1968 the wall was extended in length and rebuilt in the center to accommodate the installation of the tidal gate.

**Tennis Court** **Built: 1934**  
**Style: None** **Builder/Architect: WSPC**  
**Rank: Historic, Contributing** **Site Identification: Tennis Court**

**Description:** This is a typical asphalt-surfaced single tennis court with painted white lines, surrounded by a chain link fence. Metal posts are present to which a net can be attached.

**Alterations:** There is a late 1930s photograph of park visitors using the tennis court. Two master plan maps survive, both dated 1937. One shows the location as part of a proposed parking lot expansion that was never constructed. The other places the tennis court at its present location. Although it may have been resurfaced, and the fence is a later construction, its location has not been changed, despite the early efforts of William G. Weigle to have it moved.

### *Southeast Quadrant*

**Superintendent's House** **Built: 1936**  
**Style: NPS Rustic** **Builder/Architect: CCC/NPS, Jack Paterson**  
**Rank: Historic, Contributing** **Site Identification: Building 1**

**Description:** The superintendent's house, also called the manager's house and the caretaker's cabin, is a one-story, wood frame structure with an L-shaped plan with irregularities. The front (north) portion of the roof is gabled, while the rear (south) is hipped. The roof is covered with split cedar shakes and has short enclosed eaves, unlike those of any other historic park buildings. Gable faces are clad with board and batten siding. Although original plans call

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for two brick chimneys to penetrate the roof, only one is currently present, emerging from the crest of the front-gabled portion of the roof. Historic photographs indicate that the other chimney, which would have emerged from the crest of the rear hip-roofed portion, was never built. Exterior wall surfaces are clad with bricks. The arrangement of the bricks is variegated, with soldier bricks resting on the concrete foundation, and the remaining wall surfaces clad with horizontal rows of face bricks interspersed with rows of alternating stretcher and header bricks. The exterior design of the building is asymmetrical, each elevation presenting a unique appearance. The front (north) elevation is symmetrical in and of itself, with a central entry containing a wood panel and glass door and two fixed wood sash, multiple-pane windows placed to either side. These windows have weathered brick rowlock sills. The entry is recessed within a gabled vestibule that creates small interior spaces to either side of the door. Original wrought iron electroliers flank the entry. The east elevation contains a secondary wood panel and glass entry door. To the right of the door is a fixed wood sash, multiple-pane window with brick rowlock sills that support a wood flower box. To the left of the door is a similar window. Further to the left, the house wall is recessed slightly, where a hinged wood sash casement window is located. Beneath this window is an exterior poured concrete stairwell leading to a basement entry. It is protected by a metal pipe railing. Above the stairs is a shed-roofed canopy supported by wood posts. Original drawings indicate that this canopy is a later addition. The rear (south) elevation of the house contains, to the right side, two fixed wood sash, multiple-pane windows with brick rowlock sills. To the left of this wall is an outdoor patio space occupying the space created within the crook of the L-shaped plan. The patio is furnished with a picnic table, benches, and a fire pit. The patio is partially enclosed by a rock retaining wall. At the inside corner of the L is small, shed-roofed extension that contains an interior closet space. Two windows of the type described for the other south elevation windows overlook the patio. The remaining elevation, at the west end of the front-gable portion of the house, contains windows similar to other windows of the building, but with flower boxes of the kind present on the east elevation. The house interior contains a living room, with a brick hearth serviced by the brick chimney, a kitchen, two bedrooms, a bath, and closet space. The basement has a poured concrete floor and contains an interior dog-leg stair, laundry area, and an ash pit and cleanout beneath the hearth.

A dirt path, bordered a split rail cedar fence typical of those in the park, leads from the highway to the front entry of the house. A mortared stone rubble retaining wall, averaging 3 to 4 feet in height, holds back the steep hillside south of (behind) the house, wrapping around it several feet from the exterior wall and enclosing the back patio open space. The same retaining wall borders the back wall of the adjacent garage/shop, partially wrapping around the east end. A twisting mortared stone stairway ascends the hillside behind the house, leading to a small terrace where two cruciform, iron clothes wire posts are situated.

A short distance northeast of the superintendent's house are two modern structures. One is a wood canopy structure with a nearly flat wood plank roof and wood plank walls and partitions. It has an earthen floor and is supported by square wood posts reinforced with knee braces. This shed contains the cord wood supply for the superintendent's house. Adjacent to the wood shed is a small wood frame utility shed with a gabled roof and an attached shed-roofed open canopy. The roof is clad with composition asphalt shingles and exterior wall surfaces are covered with horizontal wood clapboard siding and corner boards. The south (front) side contains a roll-up metal door.

**Alterations:** The superintendent's house retains excellent integrity of its historic appearance and original contrition materials. The interior has undergone the upgrades expected to occur to electrical, plumbing, and appliances. The exterior has changed little except for the addition of a canopy over the exterior stairway to the basement. Of course, the split cedar roof shakes have been replaced several times, as expected. The exterior brick cladding, the windows

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and, possibly, the doors are original. So are the massive chimney and interior hearth. The retaining wall behind the house, nearly covered with moss and undergrowth, retains excellent structural integrity of its original historic design.

### Garage/Shop

**Built: 1936**

**Style: NPS Rustic**

**Builder/Architect: CCC/NPS, Jack Paterson**

**Rank: Historic, Contributing**

**Site Identification: Building 3**

**Description:** This garage/shop building is a one-story, side-gabled structure with a rectangular plan. All access doors face north. The foundation and half walls of the east, south, and west elevations are poured concrete. The roof is clad with split cedar shakes, and features moderately overhanging eaves with enclosed rafter ends, exposed gable end rake boards, and squared beam purlins. Aside from the concrete half-walls and the board and batten gable faces, exterior wall surfaces are clad with the bricks used in other park buildings. The arrangement of the bricks is variegated, like the adjacent superintendent's house, with soldier bricks resting on the concrete foundation and half-wall surfaces, and the remaining wall surfaces clad with horizontal rows of face bricks interspersed with rows of alternating stretcher and header bricks. Three fixed wood sash, multiple-pane windows, with canted brick rowlock sills, are situated on the east elevation. The west elevation is devoid of fenestration. The north (front) elevation contains two sets of original wood swinging doors with strap hinges. To the right of these vehicle doors is a wood panel pedestrian door, also original.

**Alterations:** A review of historic photos reveals that the garage/shop exterior may display the most pristine integrity of historical appearance and original construction materials of any structure in the park, right down to details like the wood sash multiple pane windows, the swinging vehicle doors and strap hinges, and the wood plank pedestrian entry. The roof shakes have, as always, been replaced.

### Modern Shop/Office

**Built: ca. 1975**

**Style: NPS Rustic**

**Builder/Architect: WSPRC**

**Rank: Modern, Non-contributing**

**Site Identification: Building 25**

**Description:** This modern shop/office building is a one-story wood frame, side-gabled structure with a rectangular plan. The foundation is poured concrete. The shallow-pitched roof is clad with composition asphalt shingles and has moderately overhanging eaves. Exterior wall surfaces are clad with horizontal wood siding. The north (front) elevation has three metal panel, roll-up vehicle doors, with an office pedestrian door and metal sash windows placed to the right of these. Another pedestrian door is placed in the east elevation.

**Alterations:** None

### Comfort station #3

**Built: 1934**

**Style: NPS Rustic**

**Builder/Architect: PWA/H. Lee Burton**

**Rank: Historic (modified), Contributing**

**Site Identification: Building 8**

**Description:** This building, also designated comfort station # 3, is a one-story structure with a rectangular plan and gabled extensions to the front (north), east, west, and south elevations. The south extension does not appear on original construction drawings, but shows as a proposed addition on an early planning map. It was presumably

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added later, and stayed true to the design layout and construction materials of the original building. The original building measures about 38 feet long and 16 feet wide. The addition is about half that area. The plan of the original building is very similar to that of Building 6 (comfort station # 1), and similar construction materials are used. The foundation is poured concrete. The roof is covered with split cedar shakes and has widely overhanging eaves featuring exposed rafter ends and peeled log top plates and ridge beam. Gable faces of both the main building and the entry vestibules are clad with horizontally placed peeled logs. The lower halves of the exterior walls are clad with the brick used in several other park buildings. The upper halves of these exterior walls are clad with vertically placed peeled log segments placed on half log sills that are pinned with iron dowels to the brick below and the top plate above. A full-height brick chimney penetrating the roof at the center of the rear slope appears on the original construction drawings, but has apparently been removed, perhaps when the back addition was built. The front (north) side and a portion of the back side have horizontally placed, fixed wood sash windows with obscure glass. Half logs serve as sills for these windows. A wood plank door is situated in the center of the north elevation, accessing a central utility room. The men's and women's entries consist of wood panel doors and are recessed within the east and south entry vestibules. The interiors of the comfort stations contain a porcelain wash basin, toilet stalls with porcelain toilets, showers, and, in the men's room, porcelain urinals. The walls and floors feature ceramic tiles.

**Alterations:** Comfort station # 3 was originally drawn as a side-gable plan with gable entries at each end, similar to the designs for comfort stations 6 and 7. Tentative plans were in place for an expansion of the plan to include laundry facilities attached to the south side of the building. The final result was a smaller addition to the south, resulting in a building with a semi-rectangular plan with gabled extensions from all four sides. It did not include a laundry, merely expanded toilet and shower space. Although no drawings have been discovered for the present floor-plan, the work was accomplished using similar materials and workmanship as other buildings of the same era. The roof shakes have, of course, been replaced, the exposed purlin ends have been shortened, the window glazing has been replaced, and the interior facilities have been modernized but, overall, seven of the eight aspects of integrity have been retained, with the integrity of original design only marginally diminished.

### **Comfort station #4**

**Built: 1936**

**Style: NPS Rustic**

**Builder/Architect: CCC/NPS, Jack Paterson**

**Rank: Historic, Contributing**

**Site Identification: Building 9**

**Description:** This building, also designated comfort station # 4, is a one-story structure with a semi-rectangular, asymmetrical plan consisting of two conjoined gable portions and open entry vestibules on the north and south ends, recessed beneath the roof. Dimensions are approximately 29 feet by 14 feet. The roof is covered with split cedar shakes and features widely overhanging eaves with exposed rafter ends. Rake boards are present in the gable ends. Gable faces are covered with vertical tongue and groove board siding. All exterior surfaces are clad with rough-cut, mortared, basalt-like stone similar to other park structures, but the typical use of vertical peeled logs present of other buildings is not used here. The walls are entirely of stone. The foundation is poured concrete. The fixed wood sash windows are glazed with obscure glass. They have sloping stone sills placed beneath log base sills. A wood plank door, accessing an interior pipe alley that separates the men's and women's facilities, is situated at the center of the east wall. The open entry vestibules for the men's and women's facilities are slightly different. The recessed roof canopy of the women's entry is supported by square posts on stone half-walls. The canopy over the men's entry is supported by a wood post at only one corner, while the other corner is supported by an upward extension of the stone half-wall. Both of these entries are accessed by a wood panel door.



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**Alterations:** Comfort station #4 differs from the other comfort stations in the park in its asymmetrical plan, with entry vestibules of differing designs on opposite sides. It also departs from other typical park designs in its use of fascia boards instead of logs, timber beam purlins instead of log purlins, and more prominently displayed exposed timber rafter ends. Although the use of timber instead of log purlins is a departure from original plans, the rest of the building abides by the original specifications. Otherwise, only the usual alterations have been undertaken: roof shakes replacement, window glazing replacement, and interior facilities modernization.

### Incinerator

**Built: 1934**

**Style: NPS Rustic**

**Builder/Architect: CCC**

**Rank: Historic, Contributing**

**Site Identification: Incinerator**

**Description:** This is a roughly 12 foot by 12 foot, 8-foot-high structure constructed of mortared and roughly cut stone that appears to be basalt. It is served by a square profile chimney attached to the east (rear) side, made of the same stone. The stone structure encloses a fire box lined with fire brick with cast iron furnace doors and clean-outs. It appears to be supported by a poured concrete foundation. Like other incinerators of this era, it is reinforced at the exterior by steel channels and iron rods that run through the masonry.

**Alterations:** Although this facility is no longer in use, it retains its simple stone fire box and chimney appearance and a high level of all aspects of integrity.

### Water Supply System and Storage Reservoir

**Built: 1938**

**Style: NPS Rustic**

**Builder/Architect: CCC/NPS, E.C. Heilman, T. Paul Dutcher**

**Rank: Historic, Contributing**

**Site Identification: Building 23**

**Description:** These structures are the remnants of the original water supply and storage tank system, which is no longer in use. The storage tank is a reinforced poured concrete structure that is 18 foot 4 inches square, and about 10 feet high. It contains a steel tank and outlet and inlet pipes. Water was gathered from a Twanoh Creek tributary, the channel of which was deepened and rip-rapped. Water was gathered upstream from the reservoir in a poured concrete settling tank, which accumulated water from a spring reinforced by dry rock walls. The settling tank and the rock walls are nearly completely overgrown.

**Alterations:** Like the incinerator, these facilities are no longer in use. This is due to stricter regulations regarding potable water treatment. But the basic structure has not been significantly altered, therefore retaining all aspects of integrity.

### Ranger's Office

**Built: 1977**

**Style: NPS Rustic**

**Builder/Architect: WSPRC**

**Rank: Modern, Non-contributing**

**Site Identification: Building 15**

**Description:** This is a one-story, rectangular wood frame structure with a gabled roof covered with composition shingles. Exterior walls are clad with horizontal wood siding with corner boards. Windows are metal sash sliding units.

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Alterations: None

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<b>Pump House</b>	<b>Built: 1937</b>
<b>Style: NPS Rustic/modern</b>	<b>Builder/Architect: CCC/WSPC</b>
<b>Rank: Historic (modified), Non-contributing</b>	<b>Site Identification: Building 19</b>

**Description:** The lower half of the exterior walls retain the original brick cladding, but everything else is of modern construction, including the widely-overhanging shake roof, the wood panel door, and the vertical board siding of the upper half of the structure.

**Alterations:** Only the bricks of the lower exterior walls are original materials, everything else is modern. These extensive alterations compromise the integrity of both the historic appearance and the original construction materials.

### *Southwest Quadrant*

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<b>Group Camp Shelter</b>	<b>Built: 2007</b>
<b>Style: NPS Rustic</b>	<b>Builder/Architect: WSPRC</b>
<b>Rank: Modern, Non-contributing</b>	<b>Site Identification: Building 20</b>

**Description:** This recently-constructed building is located south and west of the main park recreational and camping facilities, and is accessible by trail. It is a wood frame, gabled canopy supported by square wood posts placed on poured concrete sills. The shallow-pitched roof is covered with standing seam metal sheeting. The rafter ends of the roof are covered by fascia boards. The gable faces area clad with vertical boards. The framework is reinforced by lumber knee braces and cross braces.

Alterations: None

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<b>Group Camp Trail</b>	<b>Built: ca. 1934</b>
<b>Style: None</b>	<b>Builder/Architect: CCC/WSPC</b>
<b>Rank: Historic (modified), Non-contributing</b>	<b>Site Identification: Group Camp Trail</b>

**Description:** Typical forest foot path with some rock shoring and split rail fences in places.

**Alterations:** Various trails have existed along the west side of Twanoh Creek and along the adjacent hillside. It can safely be assumed that the trails have been modified over time.

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### *Other Structural Features*

There are other structural features in Twanoh State Park that occur in multiple quadrants or span two quadrants of the park. These are described below.

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**Drinking Fountains (5)** **Built: 1930s**  
**Style: NPS Rustic** **Builder/Architect: CCC**  
**Rank: Historic, Contributing** **Site Identification: DF**

**Description:** These are five mortared stone structures, two in the southeast quadrant, two in the northeast quadrant, and one in the northwest quadrant. Each fountain has a square profile, mostly non-functional plumbing, and drain basins beneath the faucets. They are about four feet tall, with one or two stone steps to accommodate children.

**Alterations:** All five of the drinking fountains retain excellent integrity, although some of the plumbing is missing, and none are currently functional.

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**Footbridges (3)** **Built: ca. 1934**  
**Style: NPS Rustic** **Builder/Architect: CCC, WSPC**  
**Rank: Modern, Non-contributing** **Site Identification: Foot Bridges**

**Description:** There are three footbridges across Twanoh Creek within the park, the lower bridge (north of the highway), the central bridge (just south of the highway), and the upper bridge (further upstream). These are timber stringer bridges with cross-plank decks, and simple lumber railings.

**Alterations:** All three bridges retain some of their original mortared stone abutments, but these have been shored up with modern materials, including timbers and concrete. Otherwise, the bridges have been repaired and rebuilt every few years as a result of damage resulting from high water flows in Twanoh Creek.

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**Campground Traffic Bridge** **Built: 1976**  
**Style: None** **Builder/Architect: WSPC**  
**Rank: Modern, Non-contributing** **Site Identification: Campground Traffic Bridge**

**Description:** This bridge is also a timber stringer bridge but with more substantial components than the footbridges, and with more modern poured concrete abutments.

**Alterations:** None

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**State Route 106 Culvert** **Built: 2013**  
**Style: None** **Builder/Architect: WSDOT**  
**Rank: Modern, Non-contributing** **Site Identification: SR 106**

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**Description:** This is a section of modern paved highway over a reinforced, poured concrete culvert that has been shored up by rock rip-rap. The headwalls and wing walls of the culvert have been topped by rip-rap to hold back adjacent sediment. The railings are the primitive split rail fences typical of the park.

**Alterations:** None

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**Table 1. Twanoh State Park Historic District, Resource Inventory Summary by Quadrant.**

Historic Name	Building No.	Rank	Built Date	Builder/Architect
<i>Northwest Quadrant</i>				
Comfort station #2	7	Historic, Contributing	1935	CCC/NPS, Unknown
Shelter Kitchen #2	11	Historic, Contributing	1937	CCC/NPS, Jack Paterson
Pump House/Sewer Lift	18	Non-historic, Non-contributing	2007	WSPRC
Boat Launch Ramp	n/a	Non-historic, Non-contributing	1998	WSPRC
Drinking Fountain	n/a	Historic, Contributing	1930s	CCC
<i>Northeast Quadrant</i>				
Shelter Kitchens (3)	12, 13, 14	Historic, Contributing	1934	CCC/PWA, H. Lee Burton
Comfort station #1	6	Historic, Contributing	1934	CCC/PWA, H. Lee Burton
Bathhouse #2	5	Historic, Contributing	1935	CCC/PWA, H. Lee Burton
Bathhouse #1	4	Historic, Contributing	1950	WSPRC/H. Lee Burton
Community Kitchen (Kitchen #1)	10	Historic, Contributing	1937	CCC/NPS, Jack Paterson
Concession	16	Historic, Contributing	1936	CCC/NPS, Jack Paterson
Pier/Dock	n/a	Non-historic, Non-contributing	ca. 1975	WSPC
Tidal Wading Pool	n/a	Historic, Contributing	1937	CCC/NPS, G.D. Ross, P.W. Kearney
Sea Wall	n/a	Historic/Non-historic, Non-Contributing	Ca.1934 1968	CCC/WSPC
Tennis Court	n/a	Historic, Contributing	1934	WSPC
Drinking Fountains (2)	n/a	Historic, Contributing	Ca. 1934	CCC
<i>Southeast Quadrant</i>				
Superintendent's House	1	Historic, Contributing	1936	CCC/NPS, Jack Paterson
Garage/Shop	3	Historic, Contributing	1936	CCC/NPS, Jack Paterson
Modern Shop/Office	25	Non-historic, Non-contributing	Ca. 1975	WSPRC
Comfort station #3	8	Historic (modified), Contributing	1934	PWA, H. Lee Burton
Comfort station #4	9	Historic, Contributing	1936	CCC/NPS, Jack Paterson



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**Table 1, continued.**

Historic Name	Building No.	Rank	Built Date	Builder/Architect
<i>Southeast Quadrant, continued.</i>				
Incinerator		Historic, Contributing	ca. 1936	CCC
Water Supply System and Storage Reservoir	23	Historic, Contributing	1938	CCC/NPS, E.C. Heilman, T. Paul Dutcher
Ranger's Office	15	Non-historic, Non-contributing	1977	WSPRC
Pump House	19	Historic (modified), Non-contributing	1937	CCC/WSPC
Drinking Fountains (2)	n/a	Historic, Contributing	Ca. 1934	CCC
<i>Southwest Quadrant</i>				
Group Camp Shelter	20	Non-historic, Non-contributing	2007	WSPRC
Group Camp Trail	n/a	Historic (modified), Non-contributing	Ca. 1934	CCC/WSPC
<i>Twanoh Creek Crossings</i>				
Footbridges (3)	n/a	Non-Historic, Non-Contributing	1934 <sup>a</sup>	CCC/WSPC
Campground Traffic Bridge	n/a	Non-Historic, Non-Contributing	1976	WSPC
State Route 106 Culvert	n/a	Non-Historic, Non-Contributing	2013	WSDOT

<sup>a</sup> rebuilt later

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### 8. Narrative Statement of Significance:

#### Summary

Twanoh State Park is eligible for NRHP listing, at the state level, as a definitive example of buildings and structures that represent the Rustic/Arts and Crafts style, as executed by Civilian Conservation Corps (CCC) enrollees under the administrative and design guidance of the Public Works Administration (PWA) and the National Park Service (NPS), with further cooperation from the Washington State Park Committee (WSPC). It is eligible under Criterion A for its association with New Deal legislation enacted by the Franklin Roosevelt administration in efforts to create jobs for Americans and stimulate the economy, as well as strengthen the national infrastructure. At Twanoh State Park, that association is represented by the buildings and structures built as a result of New Deal efforts. The greatest source of architectural and historical integrity in the park is derived from the buildings designed by PWA and NPS and constructed largely by the CCC, between 1934 and 1950, thus the Period of Significance. Twanoh State Park is also eligible under Criterion C, architecture, at the state level, as an outstanding assemblage of buildings designed and built in the NPS rustic style. Perhaps the best demonstration of the relationship between the NPS and the rustic style, and its association with the Period of Significance of Twanoh State Park, is presented by Gail Elizabeth Throop in her unpublished study *Recreation Development in the National Forests in Oregon and Washington*, in which she states that the "rustic style of architecture is closely associated with the Great Depression, for maturity and eloquence of its expression was achieved at that time. On National Forest System lands, rustic is exclusive to that period." Ms. Throop goes on to offer an excellent encapsulated description of the style:

The National Park Service was the first Federal agency to examine the appropriateness of the emerging rustic style. As stewards of the lands set aside for protection of their natural and scenic values, the Park Service was challenged to create architecture that was subordinate to its setting, an accessory of nature rather than a man-made feature dominating the scene. Drawing together the threads of antecedence, the Park Service worked to develop nonintrusive architecture through sensitive use of native materials and architectural forms proportional to the surrounding environment. Architects also experimented with new construction methods that visually imitated pioneer building techniques. In so doing, the Park Service wove a principle fabric that defined rustic.

Thus, the use of native stone, massive logs, and brick in the structures at Twanoh State Park qualify it as a true embodiment of the philosophy and application of the NPS rustic style.

#### Historic Context

Twanoh State Park is located within the traditional territory of Southern Coast Salish bands, mostly Lushootseed language speakers. However, the inhabitants of the area near the southern tip of Hood Canal are placed in a sub-group called Skokomish who spoke the Twana language. These groups lived in permanent winter villages, summer camps, and at resource locations. Like other Puget Sound peoples, the Skokomish depended heavily on fish and shellfish for subsistence, but exhibited a greater propensity for hunting mammals and birds than other area groups, with specialists being developed to pursue the various types of game. Deer and elk were the most sought after large mammals. The diet was further supplemented by vegetable foods, including roots, bulbs, and berries. In 1855, the Skokomish were a party to the treaty of Point No Point, in which they were granted the current reservation, located at the southern tip of Hood Canal.

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Prior to its use as a state park, the land north of State Route 106 was reportedly used as a private resort. The first action towards land acquisition regarding Twanoh State Park occurred in 1922, when the WSPC leased about 30 acres along Hood Canal with an option to purchase. The park was officially dedicated on June 9, 1923. A local newspaper reported that the 35 acre site was the first such park purchased by the State of Washington, which had acquired a \$4,000 note from the Tacoma National Bank. The purchase was made possible by legislative action to remove limitations on the purchase of lands for state parks. The purchase increased the number of state parks of more than twenty acres to eight. A brief ceremony took place that was open to the public and attended by several dignitaries, including WSPC chairman Clifford L. Babcock. At the time of the dedication, work had already been in progress at the park, developing camping and picnic places, facilities that were later eclipsed by CCC associated features.

Aside from its location on the shores of scenic Hood Canal, its majestic views of the Olympic Mountains, its beaches, and the presence of a pure, cold stream, the site was attractive due to easy access provided by the recently completed Navy Yard Highway (SR 106), named for the nearby Puget Sound Naval Shipyard. The highway, connecting the towns of Union, Belfair, and Port Orchard, was added to the state highway system in 1923 and designated Primary State Highway 14 in 1937. By 1924, the state's purchase of the original parcel and an additional parcel, a total of about 40 acres, had been finalized. The tide lands off-shore of the park were also set aside for park use. At the time that these real estate transactions occurred, Twanoh was designated State Park No. 11. A 1924 WSPC map indicates that development at that time was limited to two road loops, one north of the highway and one south, and a long, oval wading pool situated just inland of the northeast shore, with an outlet to Hood Canal at its northwest end. By 1926, Twanoh had become one of the state's most popular parks, boasting a salt water bathing beach, a community kitchen, piped water throughout the park, flush toilets, boats, and a small concession. In 1928 it was reported that the park offered clam beds and sport fishing and that the concession had a soda fountain and served sandwiches.

Twanoh State Park development during the 1930s was a collaborative effort undertaken by state and federal agencies. Two agencies were created as a result of early twentieth century progressive views regarding conservation and environmental preservation and providing recreation for the populace. The NPS, established in 1916, carried on such efforts at the national level. Many states followed suit locally. The WSPC was created in 1913 with the avowed goal of establishing rules and regulations for public parks, acquiring land, planting trees, and beautifying the landscape. The other two primary agencies involved with the early development of Twanoh were created by the federal government in response to the economic collapse often referred to as the Great Depression that began with the stock market crash of 1929. When Franklin Roosevelt was inaugurated president in 1932, he embarked on a policy of economic relief and jobs creation that became collectively known as the "New Deal." The CCC was created in 1933 to provide work opportunities for male citizens. Initially promoted as a reforestation effort, it expanded to other areas such as road construction, soil conservation, flood control, and construction of parks infrastructure, eventually employing over two million young men. The PWA was created the same year, with the goal of priming the economic pump by providing funding for construction of roads, buildings, and other projects to serve the public and provide employment.

Twanoh State Park structural design during the 1930s was the work of the NPS, working in conjunction with the WSPC, with funding mostly arranged by the PWA. The NPS employed a style often referred to as "Rustic," borrowing many elements from the popular "Arts and Crafts" movement, and stressed naturalistic settings and

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buildings that featured natural materials, especially masonry and wood, often using locally quarried stone and logs from the nearby forests. Two primary architects were involved in the development of Twanoh State Park. Both used stone or brick masonry, as well as peeled logs and split cedar shingles. Using the designs of Paterson and Burton, most of the landscaping and building construction was then conducted by the CCC.

Robert John Stanley "Jack" Paterson (1907-1968) was born in Seattle and received his architectural training at the University of Washington. Early in his career he was employed by several firms, but most of his apprenticeship was undertaken for the company of Thomas, Grainger, and Thomas. In 1934, Paterson was hired by the NPS, in Seattle. He first worked with architect Ellsworth Storey, eventually replacing his mentor within the NPS State Park Division for general architectural work. Paterson became exceptionally adept at designing in the NPS Rustic Style. He was directed to work with WSPC Superintendent William Weigle on various CCC construction projects throughout the state. Known Paterson designs from this period can be found at Moran, Millersylvania, Beacon Rock, Riverside, and Ginkgo State Parks, as well as at Twanoh. In 1941, Paterson married acclaimed water color artist Zama Vanessa Helder, who worked on many federal art projects. Subsequently they moved to Los Angeles, where Paterson developed a reputation as an "industrial architect." Working for McDonald Douglas Aerospace, he specialized in modern airport design. Less is known about H. Lee Burton. Apparently he worked for the Washington Department of State in 1934, but it is uncertain if he was specifically assigned to the WSPC. He appears in the 1936 edition of the Olympia Polk City Directory, but no employer is listed. Afterwards, it seems he must have moved on. Aside from Burton's Twanoh designs, he is credited with the old comfort station and the Caretaker's House at Dry Falls, now Sun Lakes State Park, the Caretaker's House at Schafer State Park, and two comfort stations at Larrabee State Park. The buildings he designed for Twanoh State Park may be the best representation of his work in Washington State.

In 1932, federal assistance became available to fund state park development, with money being dispensed by several relief organizations, including the PWA. In 1934, aid for Twanoh State Park totaled \$14,955.49. It was recommended that 40 acres, at a cost of \$5,000.00, be added to the park to alleviate over-crowding. The early days of federal aid for Twanoh State Park development are briefly outlined in the correspondence of Gilbert Erickson, WSPC Assistant Superintendent at the time. In a letter to WSPC Superintendent William G. Weigle, dated November 21, 1933, Erickson requested that all work at Washington state parks be funded by the Civil Works Administration (CWA), an early and short lived federal jobs creation program. The same letter notes the pending delivery of a large quantity of bricks to the Twanoh site by scow. PWA architect H. Lee Burton estimated that 73,000 single bricks would be required for proposed buildings at Twanoh State Park. The bricks were to be loaded onto the boat by the Builder's Brick Company. Stamped with the letters ABCM, these oversized utility bricks were manufactured by the Albert Armstrong Company, of Washington State.

In late December 1933, Erickson reported that 10 men working under PWA auspices were at Twanoh State Park cleaning and preparing foundations for proposed buildings. Another early and short lived New Deal program, the Federal Works Administration (FWA), not to be confused with the later Federal Works Agency, was also involved in organizing funding and loans to pay for the programs. The crew was ordered to prepare for construction of a warehouse, two community kitchens, two comfort stations (or latrines), a bathhouse, three stoves, a water storage reservoir, and a diving tower and float (dock). At about the same time, Erickson addressed the situation of annual Twanoh Creek flooding, which in the fall of 1932 had washed out all of the bridges over the creek, toppled trees, and gouged out tons of gravel. He ordered bridge replacement and associated log and gravel bulwarks construction, hoping this would eliminate the annual problem. The absence of CCC labor was apparent on July 17, 1933, when

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Erickson noted that plans and specifications for Twanoh State Park buildings had been distributed to private contractors. That situation would change by the next year.

William G. Weigle, who was appointed WSPC Superintendent in 1933, was an efficient manager with a hands-on style, frequently visiting parks in person and actively participating in planning, often taking extended tours throughout the state. In May of 1933, Weigle visited the park to discuss plans for a new bath house, a new garage, painting, and other proposed projects. The following month he suggested that funding be made available for a number of park improvements. Among them were two comfort stations, one bathhouse, one community kitchen, two double stationary stoves, and a swimming dock, as well as landscaping and development of the "salt lagoon," the latter probably referring to the tidal wading pool. He also instructed that swamps, likely the local salt marshes, be filled. Evidently, at the time a caretaker's house was present at the center of the park, and Weigle recommended that it be moved to the park periphery because it was, as he described it, "unsightly." The earliest rendition of the tennis court was already in place by late April 1934, for that is when Weigle requested that it be fenced with wire. In July, Weigle noted that a Mr. LaGreid (a stone mason) had travelled to Twanoh to build the two new stoves that had been proposed.

In August 1934, Weigle addressed what was becoming an ongoing problem throughout the Washington state parks system. Earlier park development had focused on day use, such as picnicking and swimming. Now WSPC was facing a growing demand for overnight or multiple-day camping. This problem was especially apparent at Twanoh, where there was limited space available in the camping area south of the highway. August 26, 1934, found Mr. Weigle at Twanoh with a professional photographer, and on October 2 Mr. Weigle stopped at Twanoh on his way back to Seattle from a meeting in Olympia, a convenient and scenic stop-over he often made. He deemed park construction progress to be satisfactory, but made specific recommendations concerning quality of the wood and the design of the kitchen shelters. The year 1934 proved to be busy at Twanoh. With over 75,000 visitors, park workers struggled to keep up. A setback occurred that fall, when the seasonal Twanoh Creek flooding turned worse than usual, washing out many portions of the park. In late January 1935, Weigle conducted a two day inspection of construction accomplished at Twanoh the previous season. He examined the progress on two swim floats (docks), two latrines, and a bathhouse, pronouncing them as "commendable," if not quite up to his high standards. He also made note of the extensive damage created by previous autumn floods.

In an April 1935 report reviewing the condition of all state parks, Weigle warned that Twanoh was in danger of being "completely destroyed" should another flood event occur. He declared cribbing (rock and log rip-rap) installation along the creek banks was absolutely necessary to contain the creek during seasonal floods. He also announced that several park construction projects had been completed, including swimming and diving facilities, two "modern" latrines, a "modern" bathhouse, and new kitchens. By this time, the contracting and labor situation was about to be simplified by the participation of the CCC, whose camps were proliferating around the nation. In 1933, a small CCC camp was established near Belfair, at the head of Hood Canal, but was soon after abandoned. In early May 1935, Weigle requested that CCC men be diverted from another camp at Bogochiel State Park, on the western Olympic Peninsula, and sent to occupy the empty buildings at the Belfair camp. Weigle planned to use this labor to install cribbing along Twanoh Creek, drain swamps, fill in salt marshes, and construct buildings, including a new caretaker's house to replace the one he had declared "unsightly." Weigle's request was approved, and the CCC era at Twanoh State Park began.



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The first CCC crew to work at Twanoh State Park was Company 294, based at the abandoned camp located near Belfair, re-named Camp Twanoh. The camp consisted mostly of wood-frame, gabled buildings built in the fall of 1933. The camp was reoccupied in 1936, this time by Company 4728, recently moved from North Dakota and commanded by Lieutenant R.G. Vetter. Living quarters at the camp were wired for lighting and contained Standee bunks, an ingenious type of tiered, multi-level bed that could be lowered, suspended by chains, when in use and folded up and out of the way when unoccupied. The camp had a medical infirmary, and first aid and safety lectures were offered. A mess hall provided excellent fare, with a variety of choices, including desserts. In keeping with the convention of the times, the mid-day meal, called dinner, was the largest. The smaller, evening repast was referred to as supper. Other amenities available in camp were flush toilets, reading materials, recreational and sports activities, a barbershop, and occasional community dances. One of the primary duties of the men was firefighting. Otherwise, they worked on various park construction activities ranging from ditch digging, to road building, quarrying, carpentry, and masonry.

In late July of 1935, Superintendent Weigle accompanied architect Jack Paterson to Twanoh State Park to select the location of the proposed caretaker's house. By mid-November, Weigle and an inspector found that house construction and stream banks reinforcement were well under way. In January of 1936, having learned that the State would provide a furnace for the caretaker's house, Weigle eliminated plans for a chimney to accompany the two bedrooms that appear on the original architectural plans. When Weigle visited the park in late March, the caretaker's house was nearing completion. Construction of the concession building and a small latrine had begun but was not scheduled for completion until the following season. The strenuous process of laying stone rip-rap along the Twanoh Creek banks was proceeding, albeit slowly. Another task was gravel fill distribution to enlarge the beach east of the wading pool, also not expected to be completed until the next spring. Weigle was hoping that he could retain his CCC workers until much of the work was complete, for they were scheduled to be moved to Mt. Rainier National Park in June of 1937. Because of this pending relocation, Weigle was worried that the men would not be able to build a proposed community kitchen with a fireplace.

During April of 1936, while work on the new caretaker's house was underway, Weigle was making plans concerning the fate of the old house, where a Mr. O'Hara still resided. Mr. O'Hara suggested that the old building be moved to the beach. But Weigle still considered the old structure to be an "eye-sore," and was determined to tear it down and salvage the lumber, which is what indeed happened. Weigle announced plans to expand the parking area; additional parking was an ever present need at Twanoh; and he wished to move the tennis court to the beach area. But parking expansion took precedence and the court was not moved. By April 25, the concession building and the new caretaker's house were nearing completion. Work was also proceeding on a new latrine, although funding was becoming a problem and Weigle had to scrounge for construction materials. With the June 1 CCC company departure date looming, Weigle requested a "stub camp," or temporary crew, from Millersylvania State Park to continue recently approved Twanoh projects. Assignment of the stub camp to Twanoh was secured and Weigle planned to use the men to clean up recent construction-related debris and to begin building the planned community kitchen. But he was to be disappointed. The temporary crew made slow progress. Kitchen construction was postponed and it was doubtful that even the new latrine would be finished before the 1936 season ended. Despite the struggles, park attendance was booming. Parking continued to present a problem, and cars overflowed from designated lots and were scattered, as Weigle put it, "promiscuously" about the park, kicking up clouds of dust.

Bolstered by the park's popularity, Weigle was determined to try and get the CCC crew back to build the community kitchen and to finish the partially built latrine. In early October, 1936, Weigle met with architect Jack

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Paterson to select locations for the proposed kitchen and yet another latrine, the construction of which was now feasible since the 4728<sup>th</sup> CCC Company had returned to Twanoh from their Mt. Rainier assignment. At first they applied themselves to fire protection efforts in the park's southern highlands. At about this time R.H. Dunnington was appointed Superintendent at Twanoh State Park.

In March 1937, Weigle was informed that the CCC camp near Belfair would be temporarily closed. In response, he stepped up the pace of construction, which now included plans for an additional kitchen, probably the shelter kitchen on the west side of Twanoh Creek. By late May, there were proposals that the CCC camp closure be permanent and the buildings taken down, to which Mr. Weigle objected. In an attempt to delay the departure, he proposed an ambitious plan for improvements at Twanoh. Proposed projects included fire protection efforts, an underground electric system, cleaning the wading pool and beach, a new swimming dock, overnighter laundry facilities, new cook stoves, further rip-rap placement along the creek, as well as completion of on-going community kitchen and shelter kitchen construction. The park was expanded by 80 acres following a land exchange between Mason County and the state. The land acquired by the county became part of the Mason County airport, south of Belfair.

In early February 1938, Weigle and architect Paterson were at Twanoh selecting a location for a concrete storage tank to improve the water supply situation at the park. By March, newly proposed plans for moving the buildings at the former CCC camp near Belfair were dropped; it was decided to simply tear them down. In mid-April, Weigle persuaded CCC officials to allow the camp to remain an additional week to allow the CCC crew to complete the concrete water tank at Twanoh. After the departure of the 4728<sup>th</sup> Company, a stub camp was again brought from Millersylvania State Park to tear down the buildings at the Belfair camp. Thus, the CCC-era at Twanoh State Park came to an end. With the onset of world war the next year and the subsequent United States entry into the war in 1941, New Deal programs such as the CCC and the PWA began to shut down, as the country turned its focus to the global conflict. One last structure was built at the park in 1950, using the original plans drawn by H. Lee Burton. This was Building 4, also designated bathhouse # 1. The historic plans were closely followed, except for the use of poured concrete for part of the rear and side walls and the elimination of the rear gabled extension.

The last building constructed during the period of significance, Bathhouse #1, closely followed the design of nearby Bathhouse #2. It was constructed in response to increased visitation as the growing post-war economy provided the public with more dollars to spend on recreation, and shorter work weeks gave the average worker more leisure time. Park visitation boomed in the post-war years, and by the time this building was constructed the newly formed Washington State Parks Commission (established in 1947) had reversed years of neglect and was providing additional recreation facilities to the public.

### Integrity Issues

All contributing Twanoh State Park features have undergone minor alterations of some sort, as would be expected during the course of routine maintenance over the years, but they nonetheless retain sufficient integrity of location, design, setting, workmanship, feeling, materials, and association. The primary recreational portions of the park, which can be separated into the northern picnic and swimming area and the southern camping area, divided by the highway, have undergone various reconfigurations. But the NPS rustic style appearance of the contributing structures, and their locations and functions within the park, has remained the same. Parking lots were intermittently expanded as attendance increased, and interior roadways were improved and resurfaced. All three foot bridges

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across Twanoh Creek have been replaced many times, usually as a result of flood events. Rock rip-rap and gravel fill application in time tamed the unruly creek and transformed salt marsh into desirable beaches and the wading pool. The early peeled log barriers gave way to easier to construct split rail fences and, later, to modern metal barriers and gates. The primary entry to the camping area south of the highway has been changed from near the superintendent's house, at the east side of the park, to the west side parking lot and road that passes the ranger's modern office. Secondary features such as signage, picnic tables, campfire rings, and cook stoves have all undergone replacement over the years, as have the boating and dock facilities. Yet, overall, the park layout remains true to the original conception as presented in the 1937 General Plan (see drawings TSP68 and TSP69), indicating that buildings and structures within the park remain in their historic locations and serve their historical functions.

### Acronyms

CCC—Civilian Conservation Corps  
CWA—Civil Works Administration  
FWA—Federal Works Administration  
NPS—National Park Service  
PWA—Public Works Administration  
WSPC—Washington State Parks Committee  
WSPRC--Washington State Parks and Recreation Commission

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### 10. Geographical Data

#### Verbal Boundary Description

The boundary for the park includes Parcels 1, 2, 3, 4, 5, 7 in Twanoh State Park, the parcels that comprised the park by the end of the period of significance. Four additional parcels were added along the western edge of the park after that time.

#### Boundary Justification

The property boundary encompasses all contributing buildings designed by the PWA and NPS, largely by the CCC. Note that this is slightly different than the current Twanoh State Park boundary. The boundary corresponds with the park boundary in 1950 and is depicted on the USGS map on the following page.

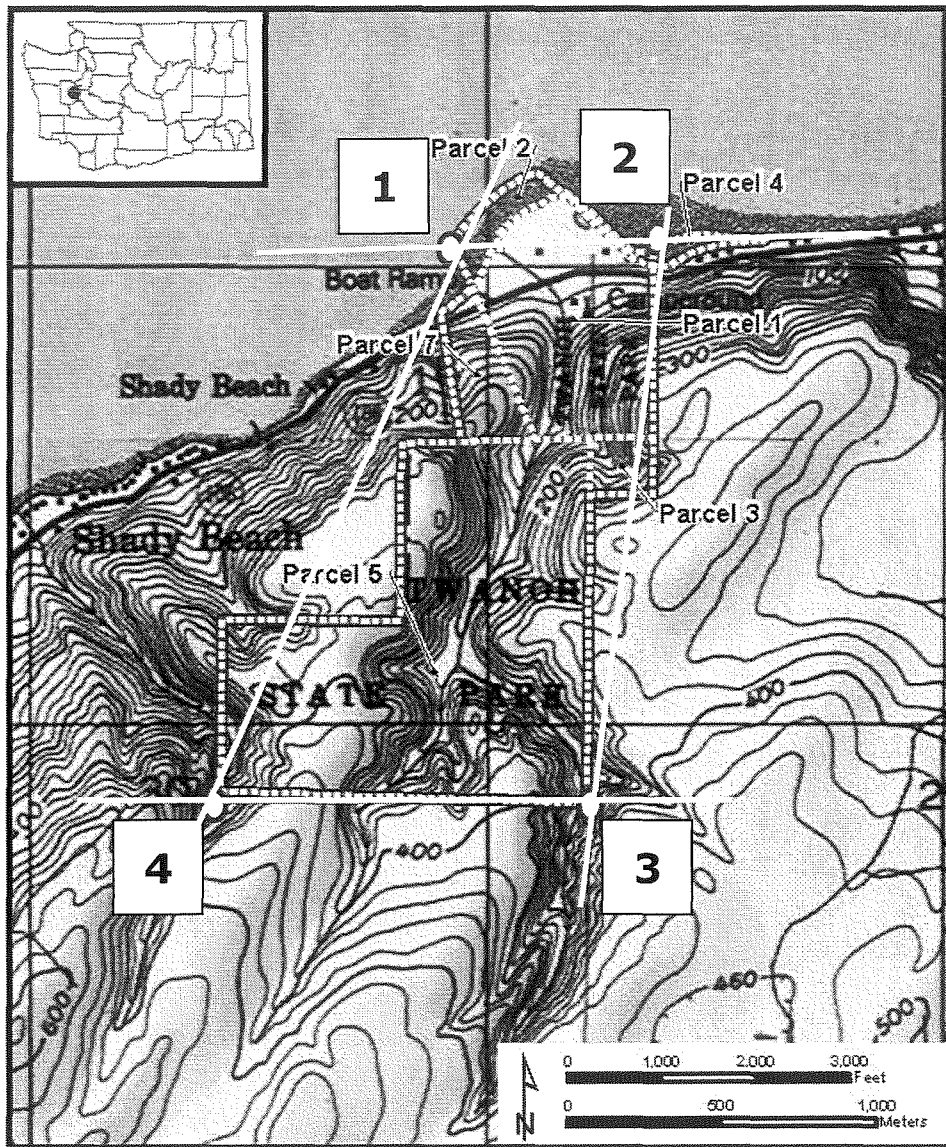
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*USGS Map. Contour map showing the Twanoh State Park boundaries at the end of the period of significance (1950) (adapted from Lake Wooten and Mason Lake 7.5' USGS Quadrangles). Letter designations indicate UTM reference locations. Courtesy of WSPRC.*

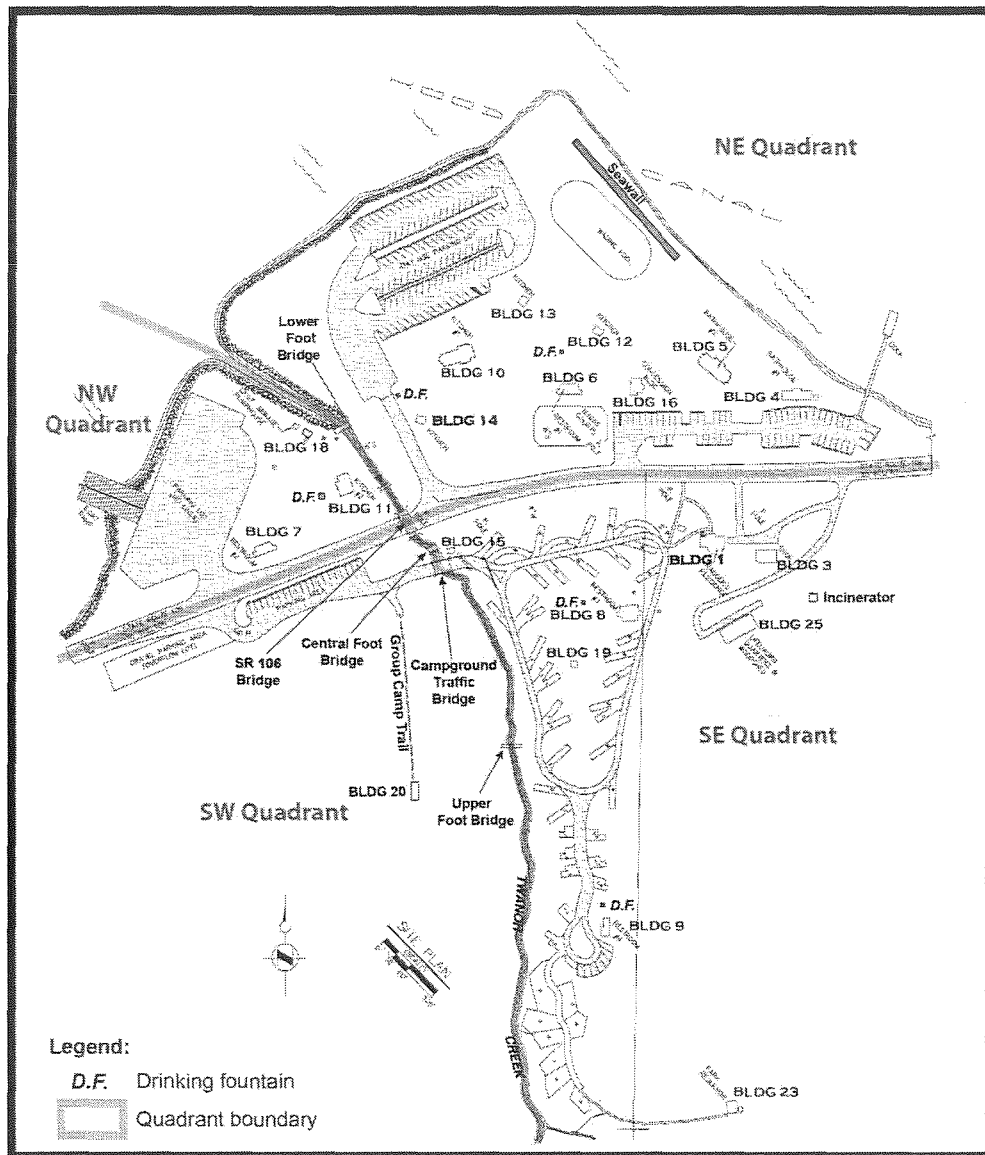
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*Sketch Map. Twanoh State Park resources location map (adapted from Washington State Parks and Recreation Commission site plan map). Quadrants are bounded by Twanoh Creek and State Route 106.*

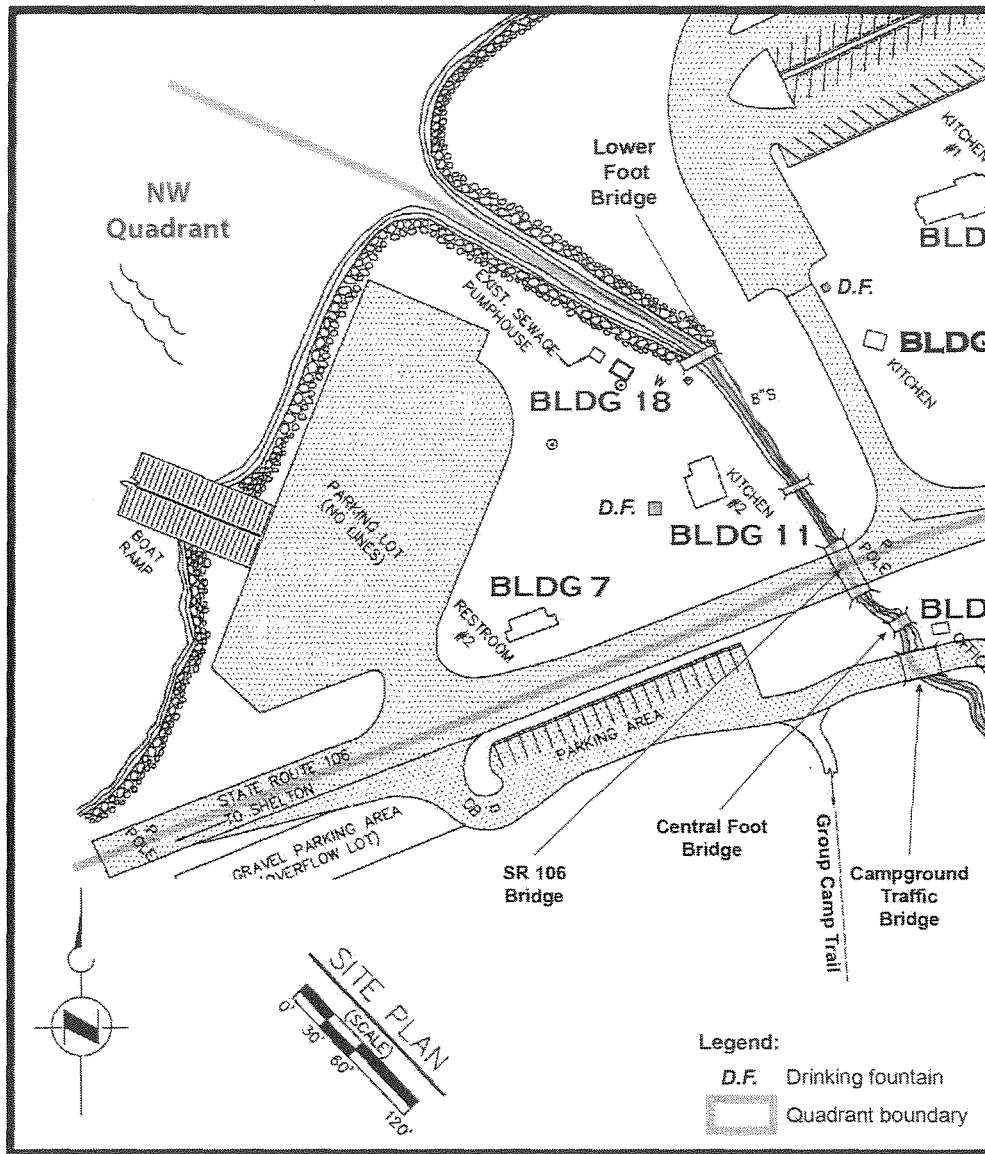
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*Sketch Map. Twanoh State Park resources location map, NW quadrant (adapted from Washington State Parks and Recreation Commission site plan map). Quadrants are bounded by Twanoh Creek and State Route 106.*

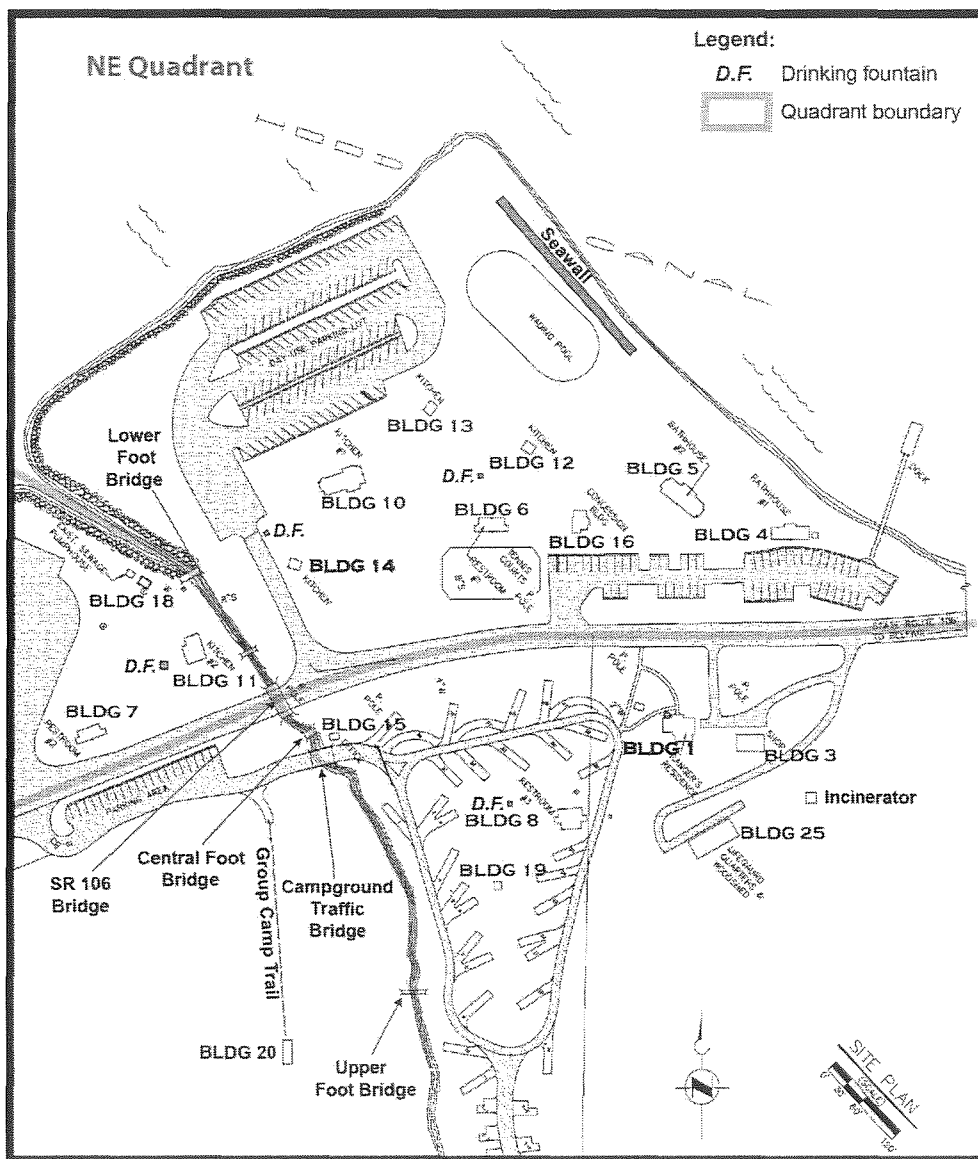
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*Sketch Map. Twanoh State Park resources location map, NE quadrant (adapted from Washington State Parks and Recreation Commission site plan map). Quadrants are bounded by Twanoh Creek and State Route 106.*



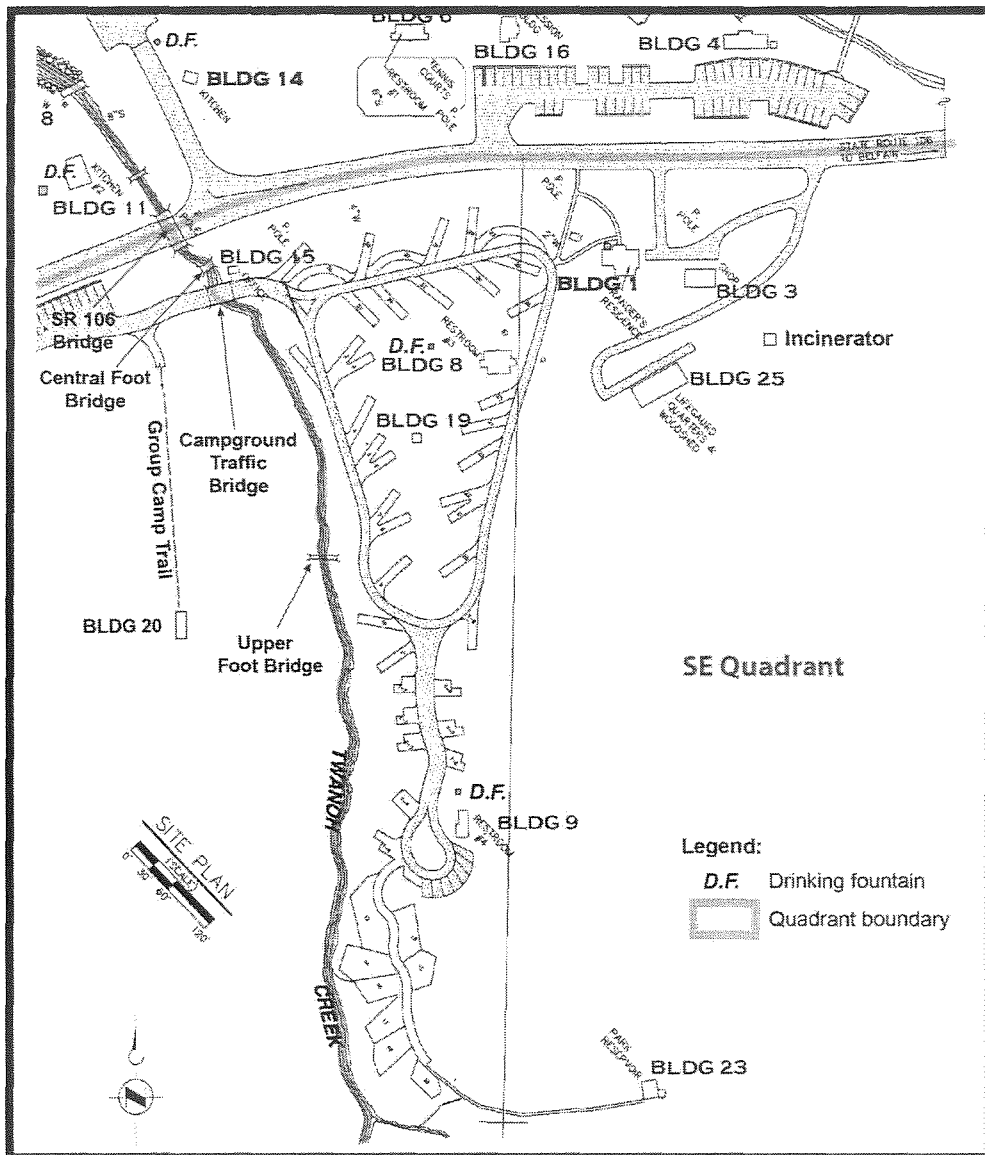
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*Sketch Map. Twanoh State Park resources location map, SE quadrant (adapted from Washington State Parks and Recreation Commission site plan map). Quadrants are bounded by Twanoh Creek and State Route 106.*

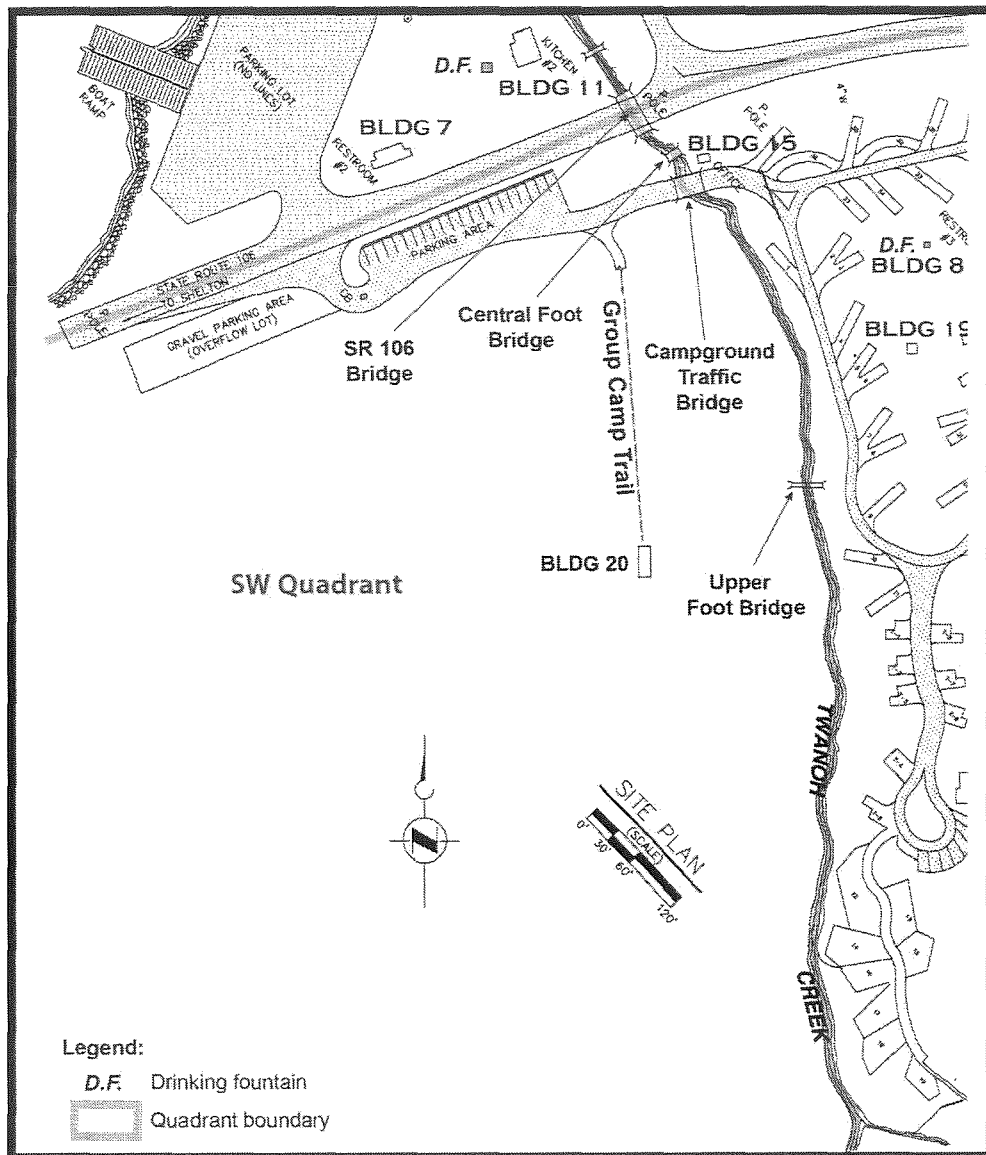
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*Sketch Map. Twanoh State Park resources location map, SW quadrant (adapted from Washington State Parks and Recreation Commission site plan map). Quadrants are bounded by Twanoh Creek and State Route 106.*

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## Historic Photographs:

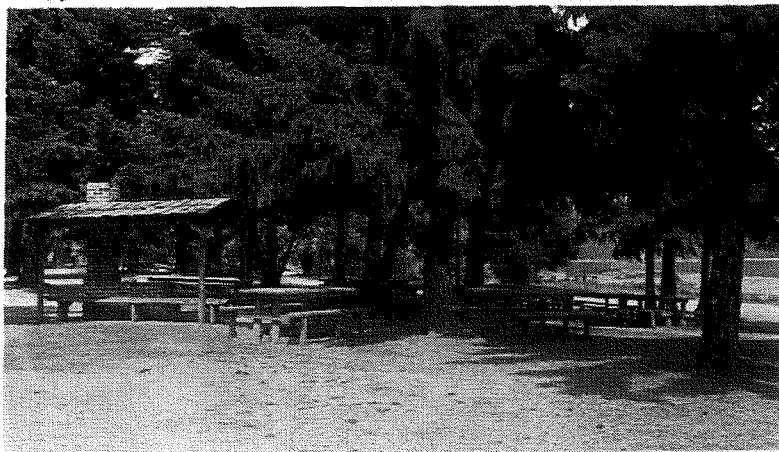
All historic photographs courtesy of the Washington State Parks and Recreation Commission (WSPRC)



TSP1: CCC officers, supervisors, and foremen, at Camp Twanoh., Photographer Unknown. c. 1936.

*SP-18 Wash.*

*7.35*



TSP2: Small kitchen, picnic tables. Unknown photographer. July, 1935

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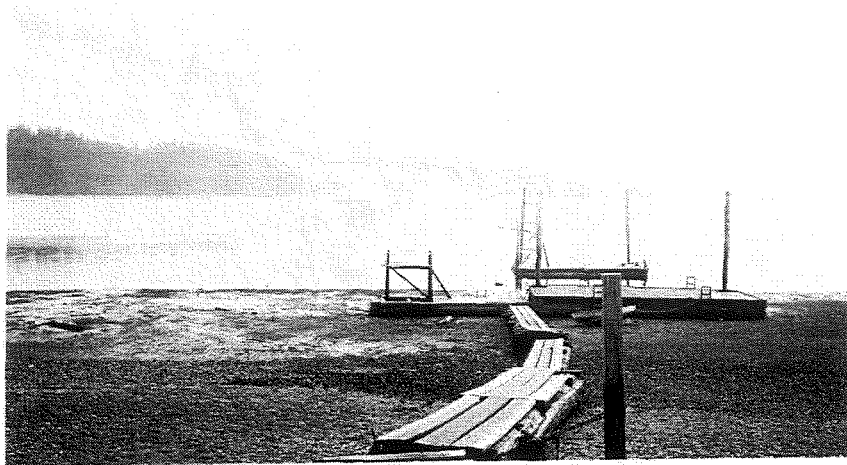
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*SP-18 Wash.*

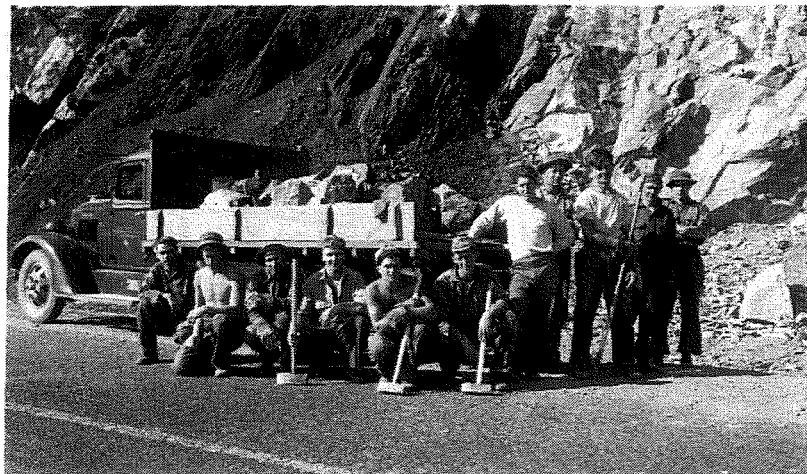
*7.35*



TSP3: Beach, floating docks, at low tide. Unknown photographer. July, 1935

*SP-18 Wash.*

*9.35*



TSP4: Camp Twanoh crew at quarry near Hoodspport. Unknown photographer. September, 1935

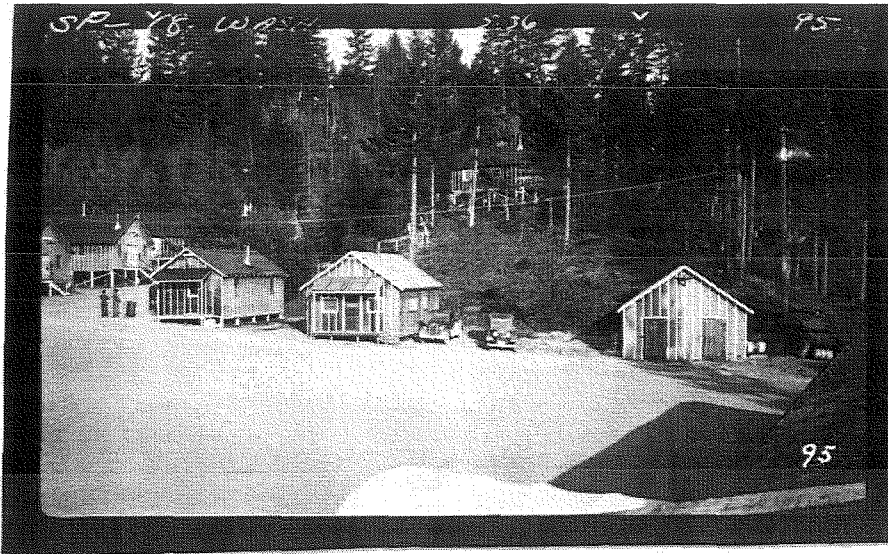
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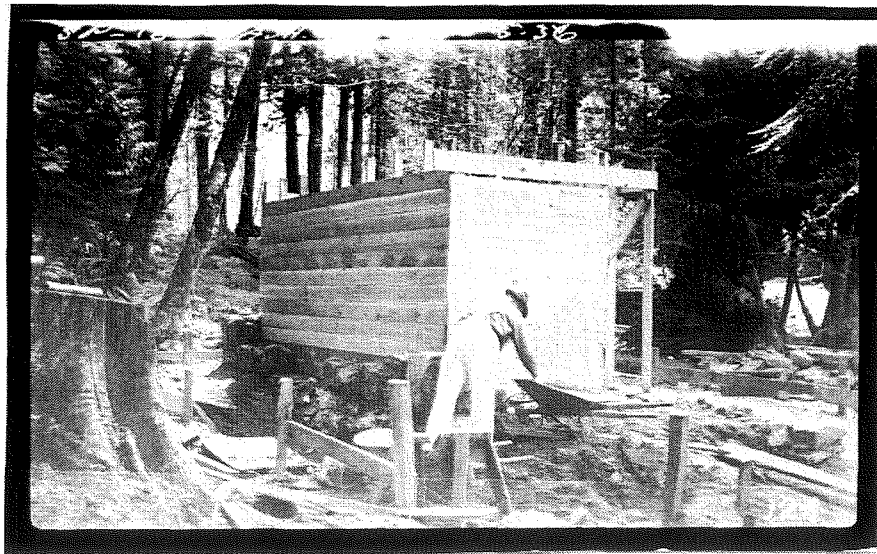
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TSP5: Buildings at Camp Twanoh, near Hoodspport. Unknown photographer. May, 1936



TSP6: Comfort station stone wall construction. Unknown photographer. Ca. 1936



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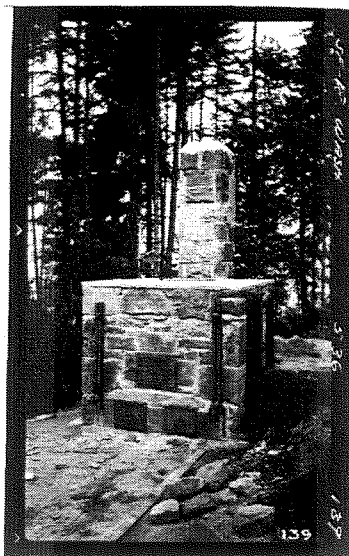
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TSP7: Footbridge over Twanoh Creek. Unknown photographer. May, 1936



TSP8: Stone incinerator Unknown photographer. May, 1936

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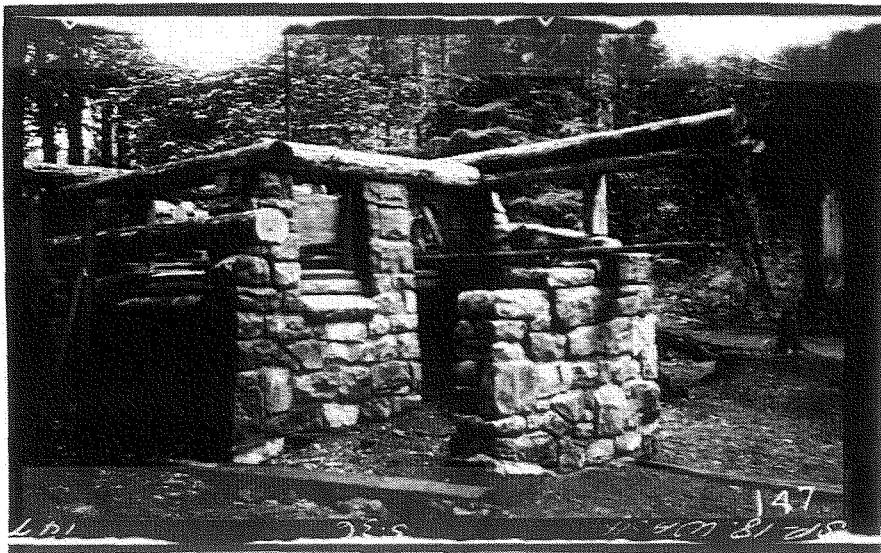
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TSP9: Concession building, warehouse to left (later removed). Unknown photographer. Ca. 1936



TSP10: Building 9 (comfort station #4) under construction. Unknown photographer. May, 1936

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TSP11: Stone retaining wall behind superintendent's house. Unknown photographer. 1936



TSP12: Tennis courts. Dan Sheehan, photographer. July, 1936

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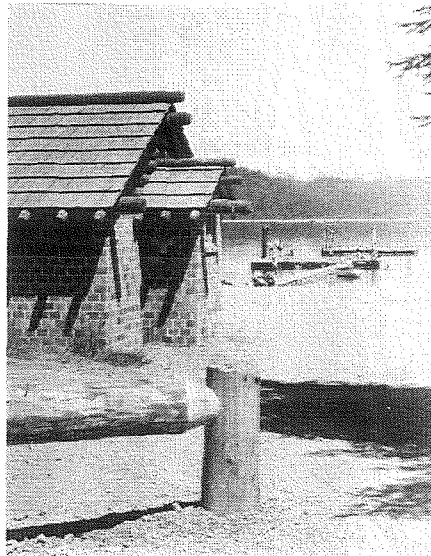
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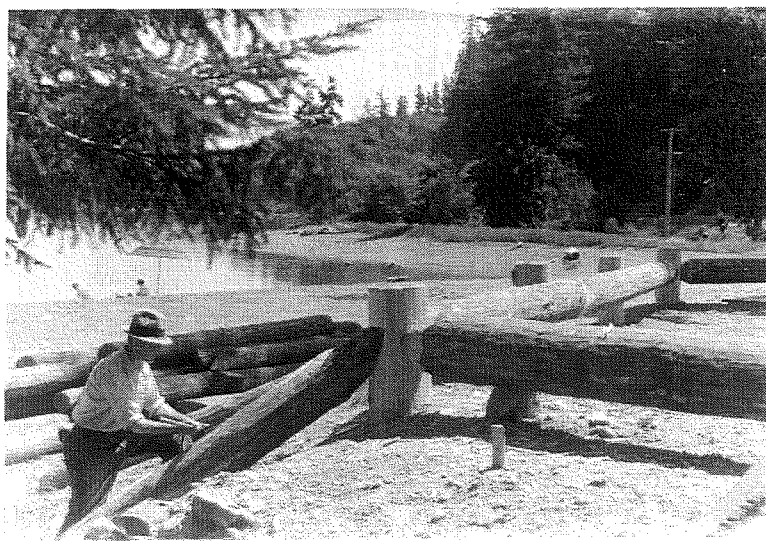
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TSP13: Building 5 (bathhouse #2), swimming docks. Dan Sheehan, photographer. July, 1936



TSP14: Enrollee working on guard rails. Dan Sheehan, photographer. July, 1936

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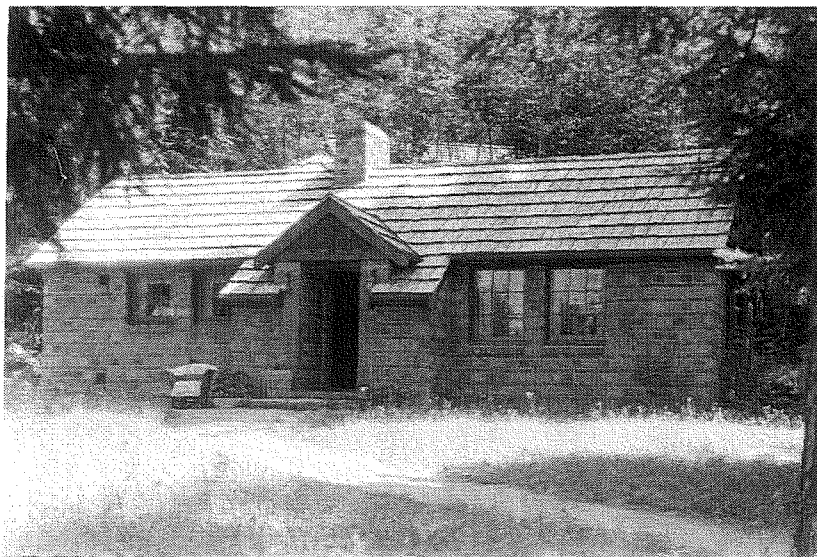
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TSP15: Building 5 (bathhouse #2). Dan Sheehan, photographer. July 1936



TSP16: Superintendent's house. Dan Sheehan, photographer. July, 1936



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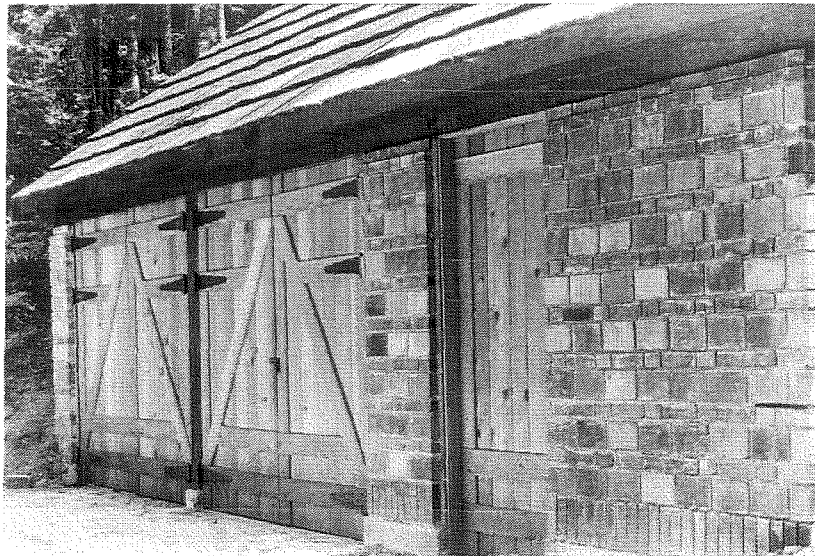
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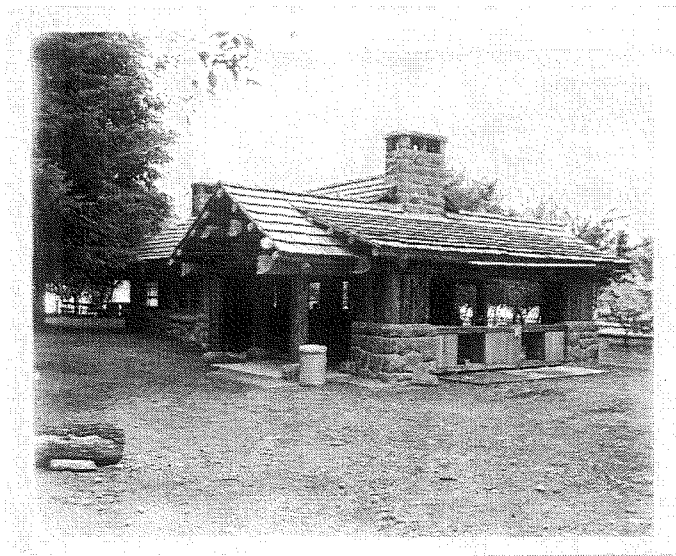
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TSP17: Garage/shop. Dan Sheehan, photographer. July, 1936



TSP18: Community kitchen. Dan Sheehan, photographer. July, 1936

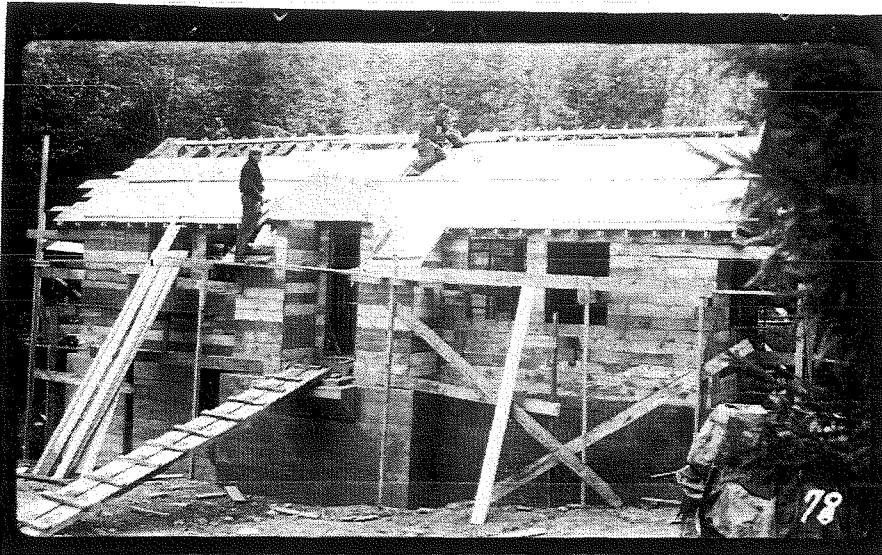
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TSP19: Superintendent's house, under construction. Unknown photographer. Ca. 1936



TSP20: Superintendent's house. Unknown photographer. Ca. 1936

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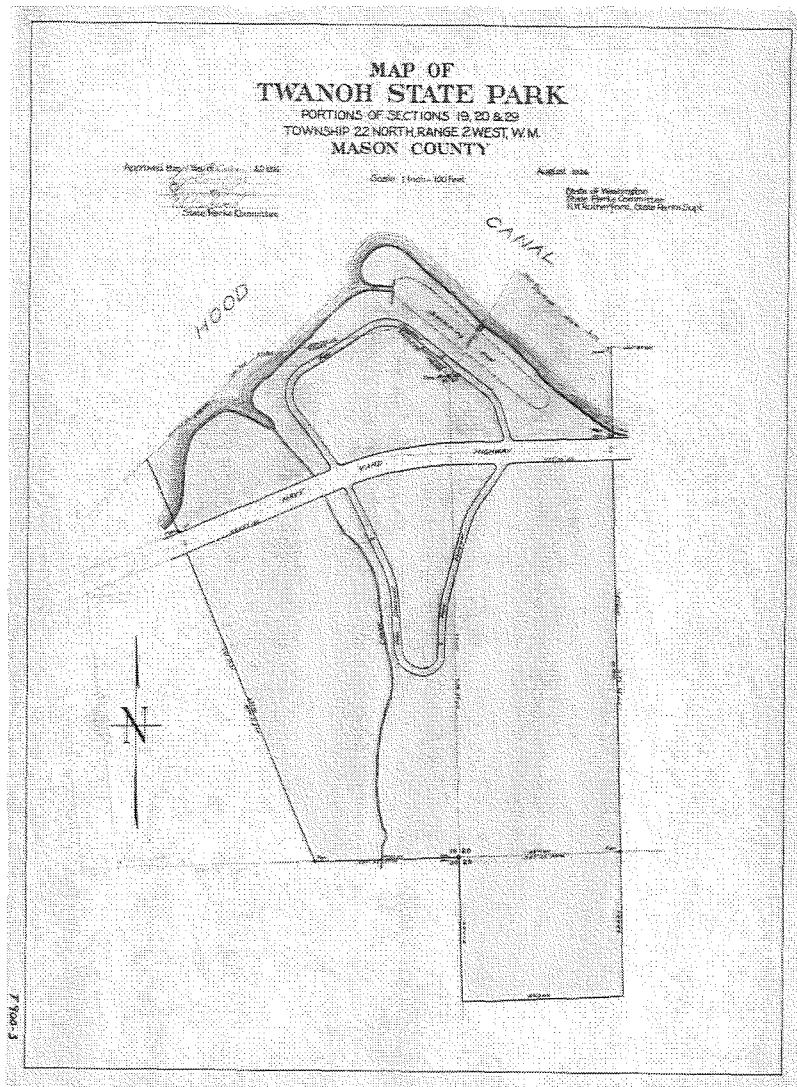
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## Architectural Drawings:



TSP21: Early plan map (1924, unattributed), WSPRC Plan T900-3.

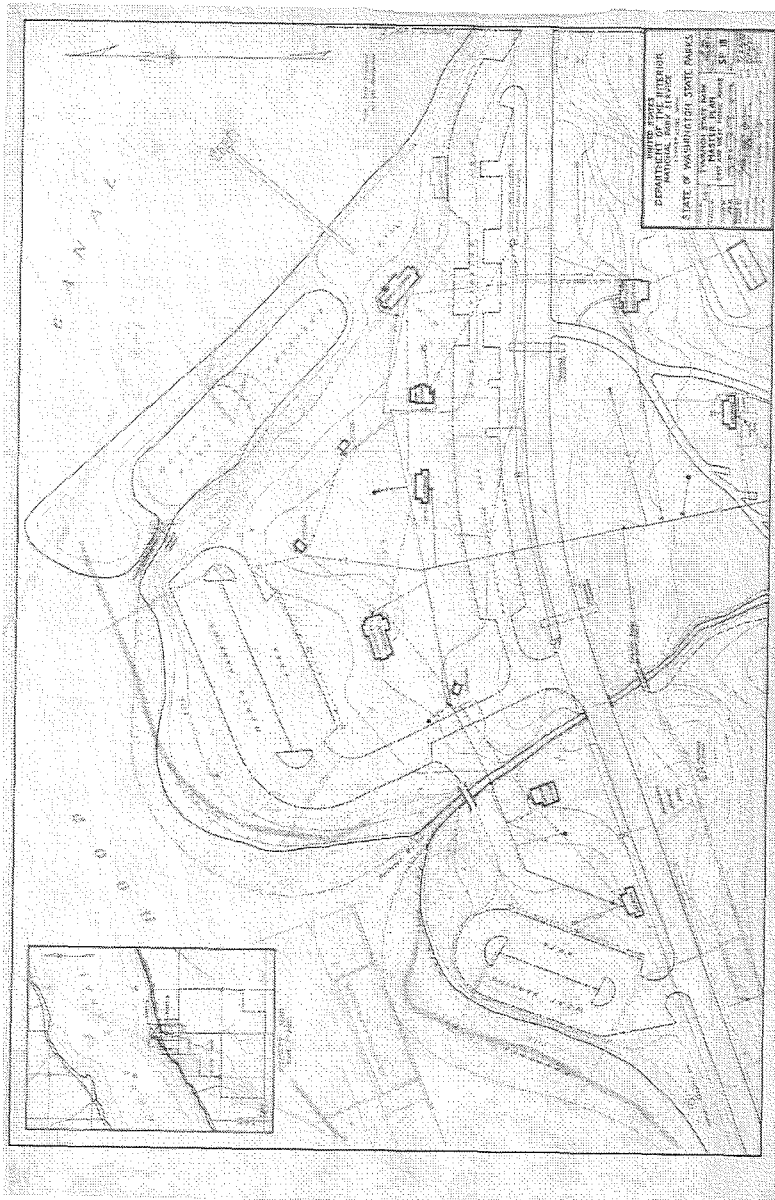
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TSP22: Master plan, east and west picnic areas (1937, drawn by J.W.G., NPS), WSPRC Plan T900-7-2.

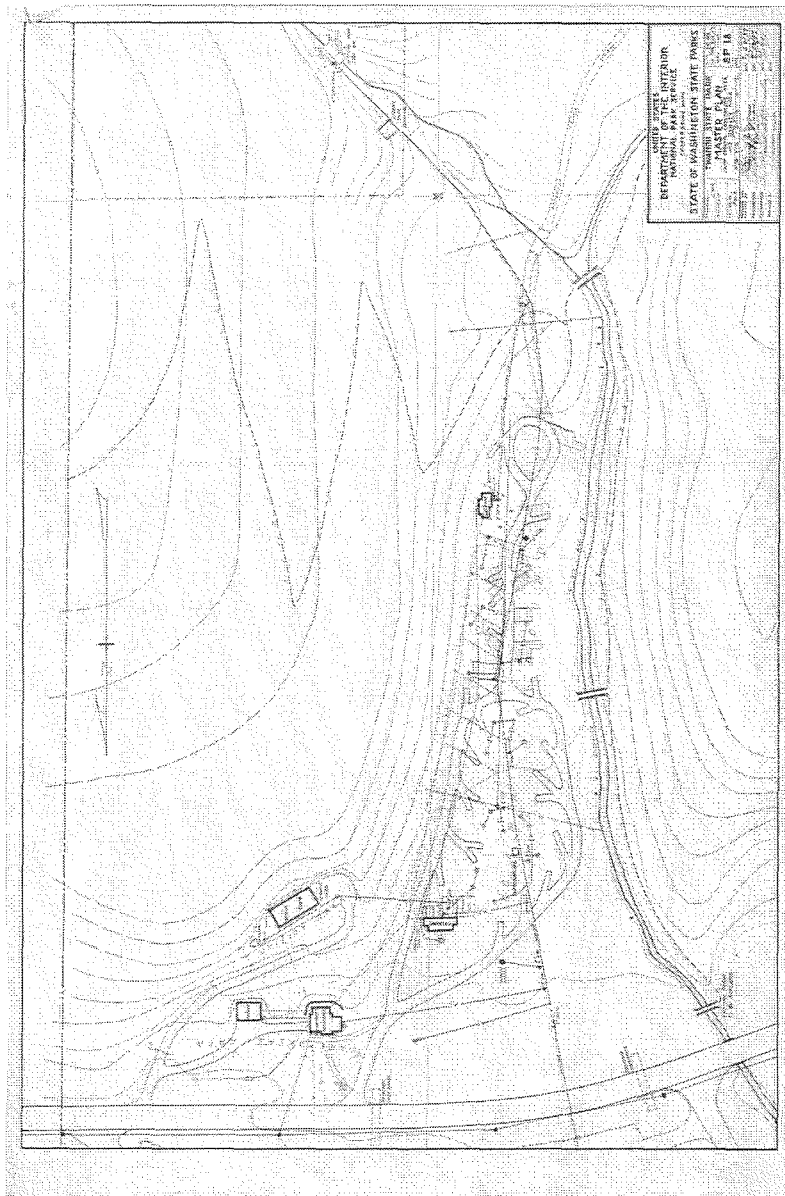
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TSP23: Master plan, campground, caretaker's area, and utility area (1937, drawn by J.W.G., NPS), WSPRC Plan T900-7-3.



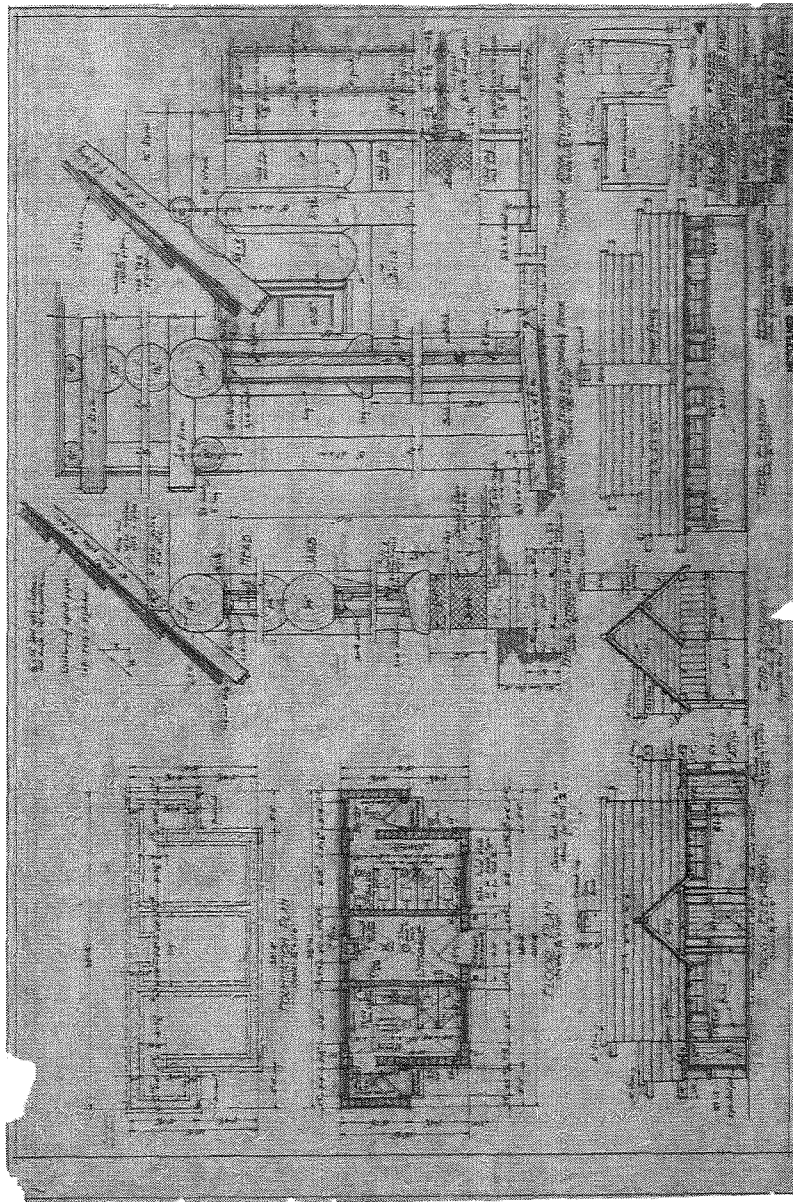
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TSP24: Building 6 (comfort station #1) (1934, drawn by H. Lee Burton, PWA), WSPRC Plan T900-18-1.

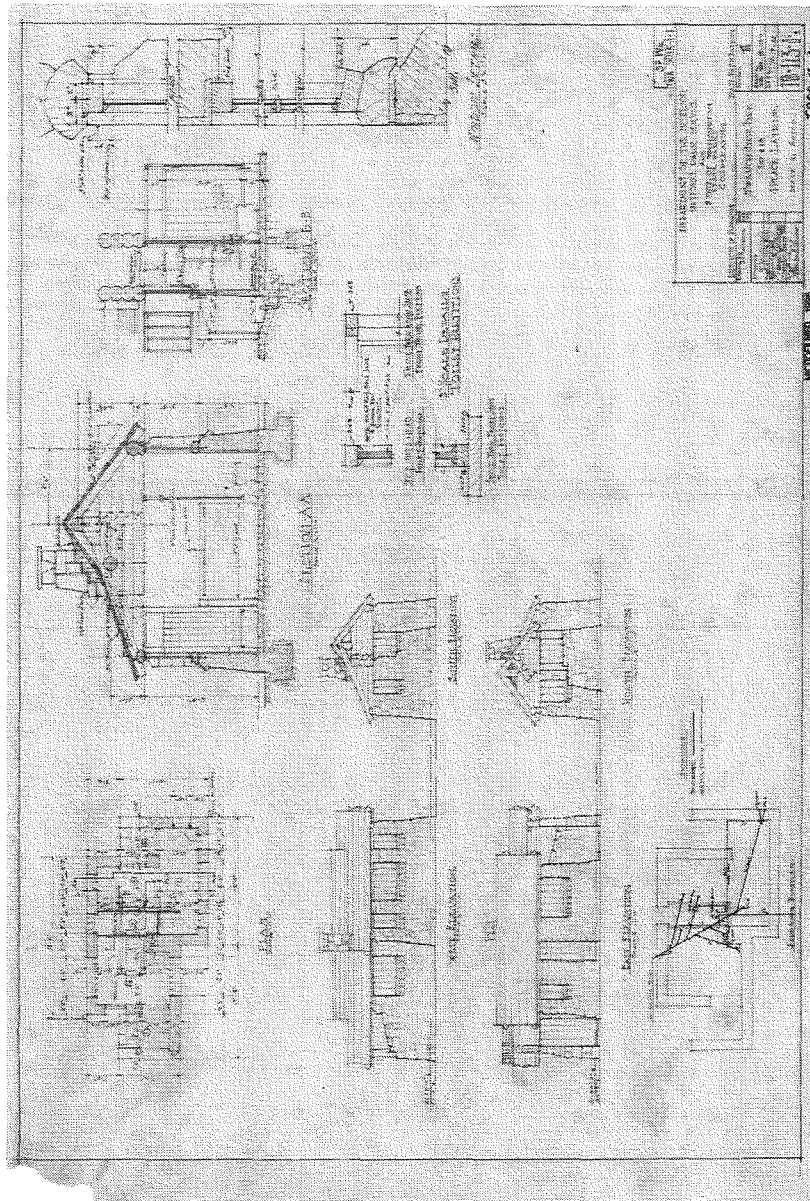
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TSP25: Building 9 (comfort station #4) (1935, drawn by Jack Paterson, NPS), WSPRC Plan T900-18-4.

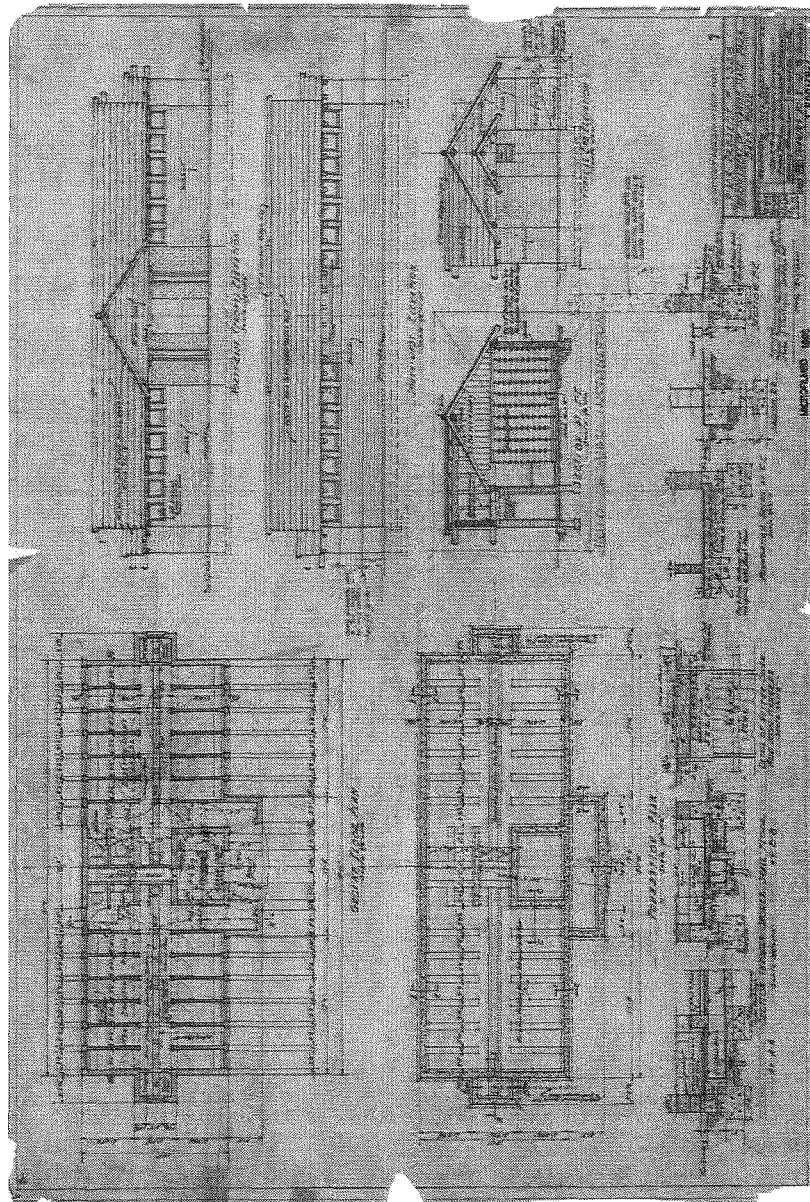
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TSP26: Building 5 (bathhouse #2) (1934, drawn by H. Lee Burton, PWA), WSPRC Plan T900-19-1.

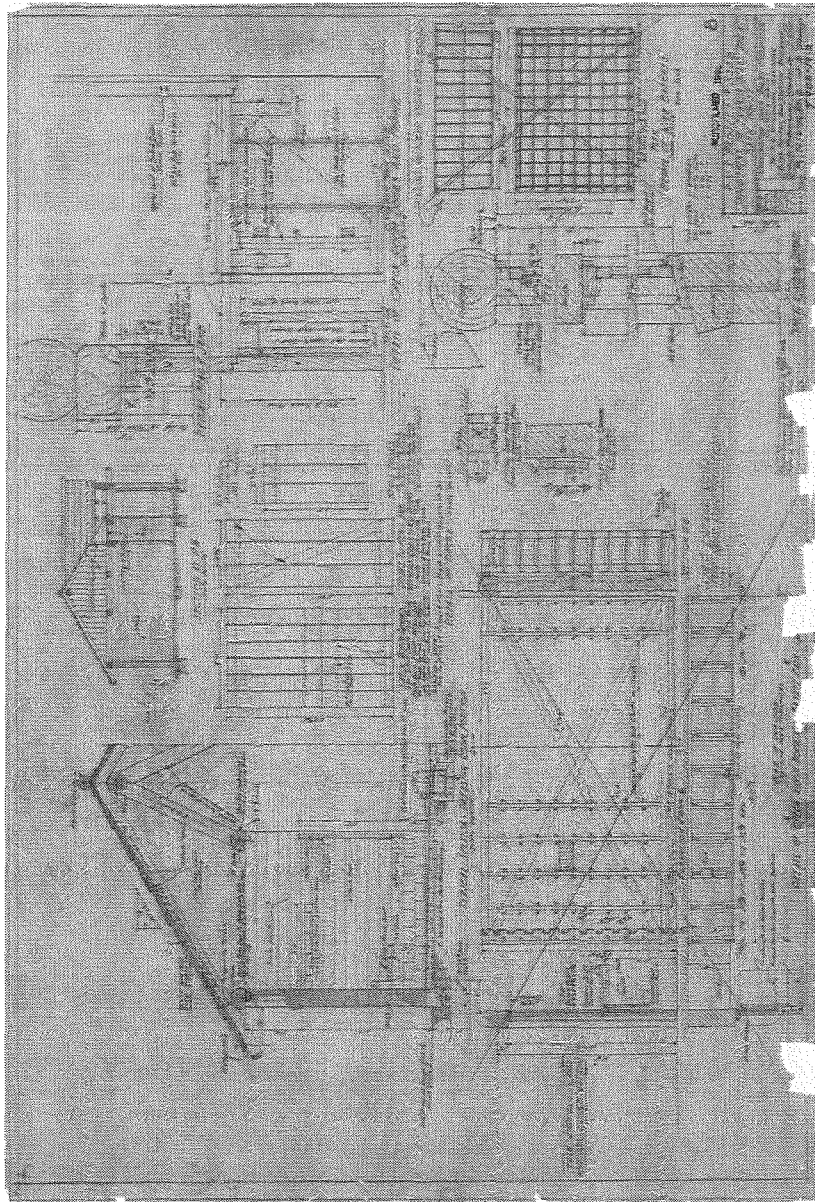
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TSP27: Building 5 (Bathhouse # 2) (1934, drawn by H. Lee Burton, PWA), WSPRC Plan T900-19-2.



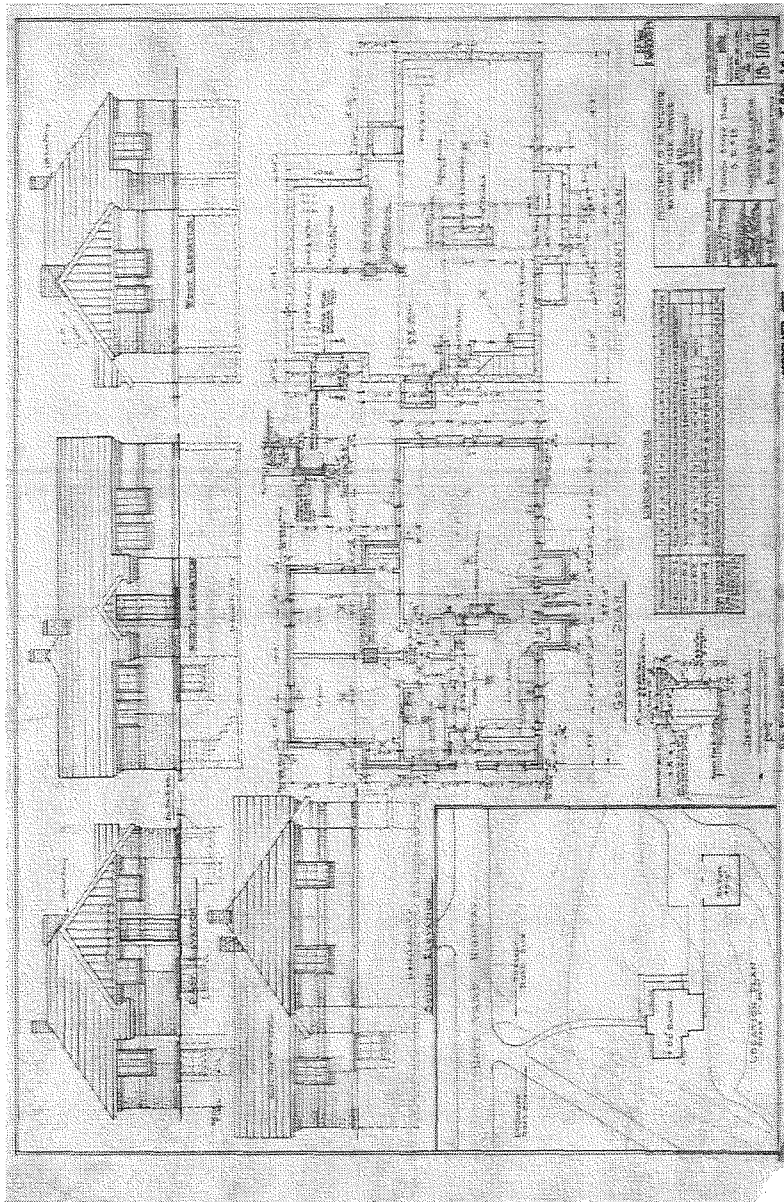
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TSP28: Building 1 (superintendent's house) (1935, drawn by Jack Paterson, NPS), WSPRC Plan T900-20-1.



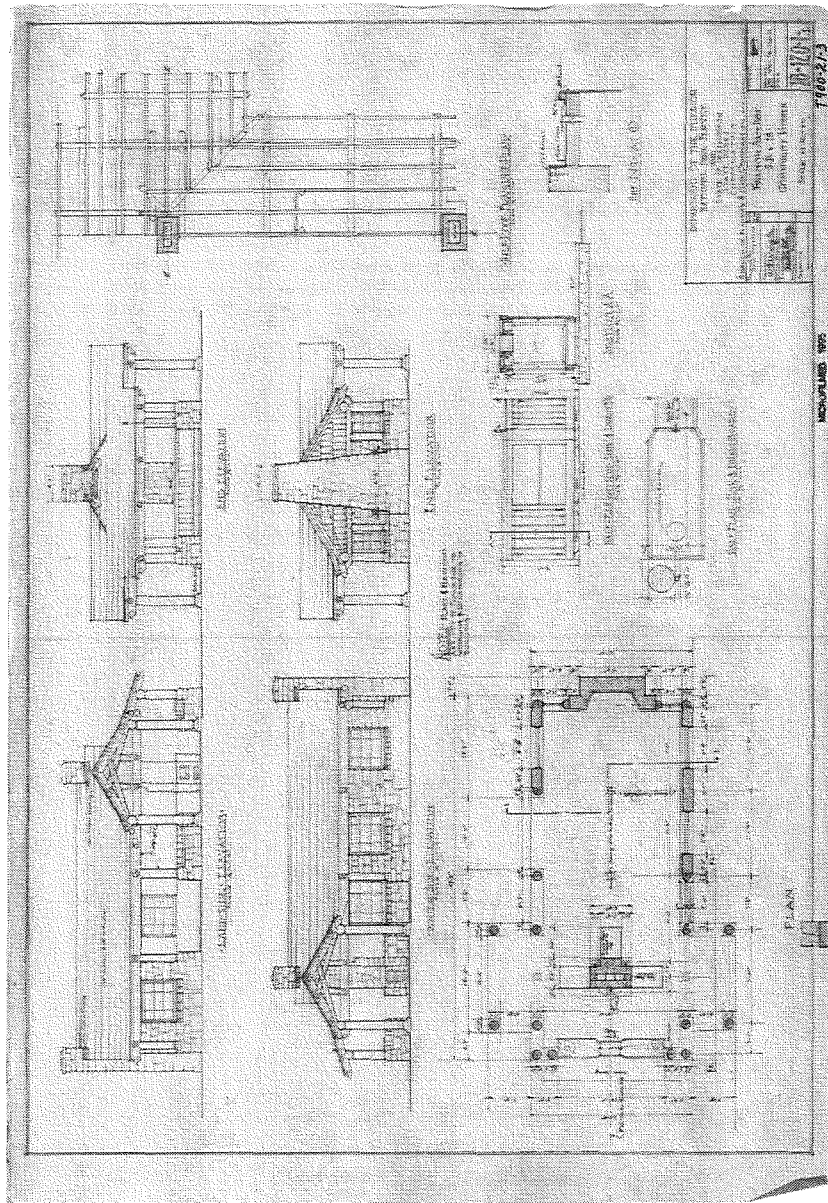
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TSP29: Building 10 (kitchen #1) (1936, drawn by Jack Paterson, NPS), WSPRC Plan T900-21-3.

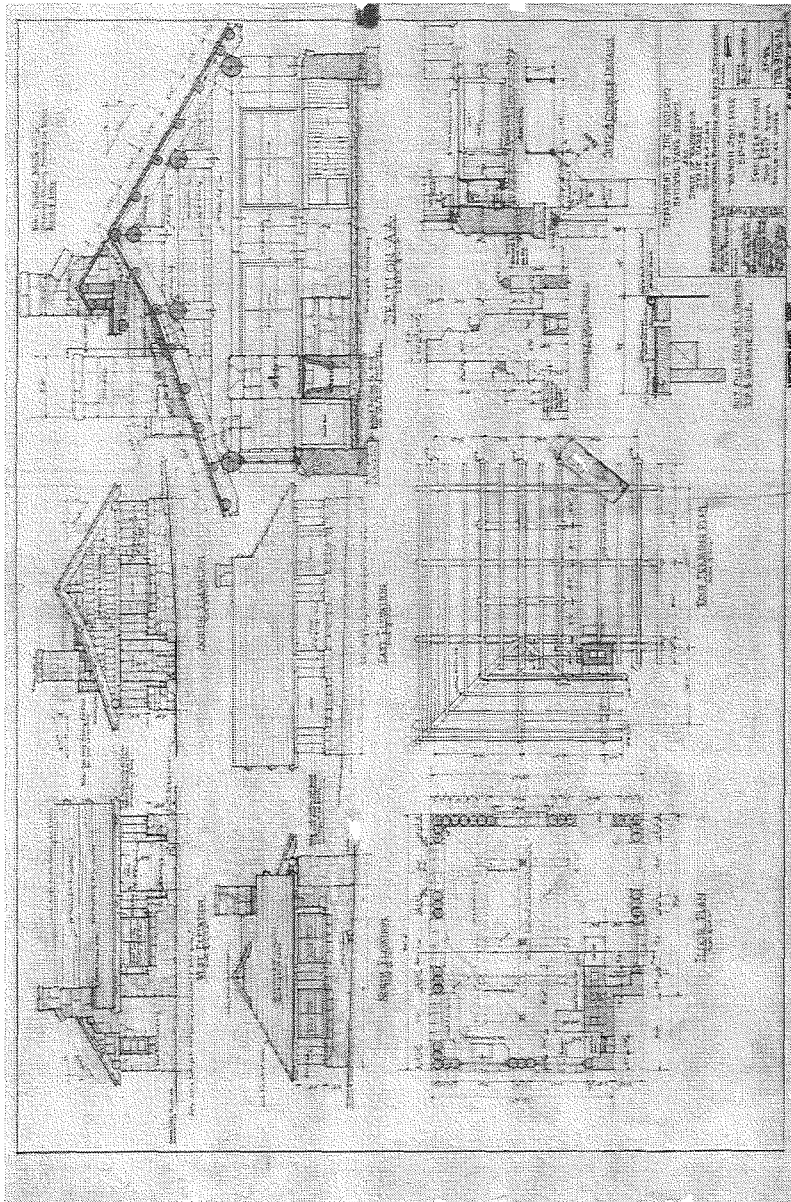
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TSP30: Building 11 (kitchen #2) (1936, drawn by Jack Paterson, NPS), WSPRC Plan S900-21-5.

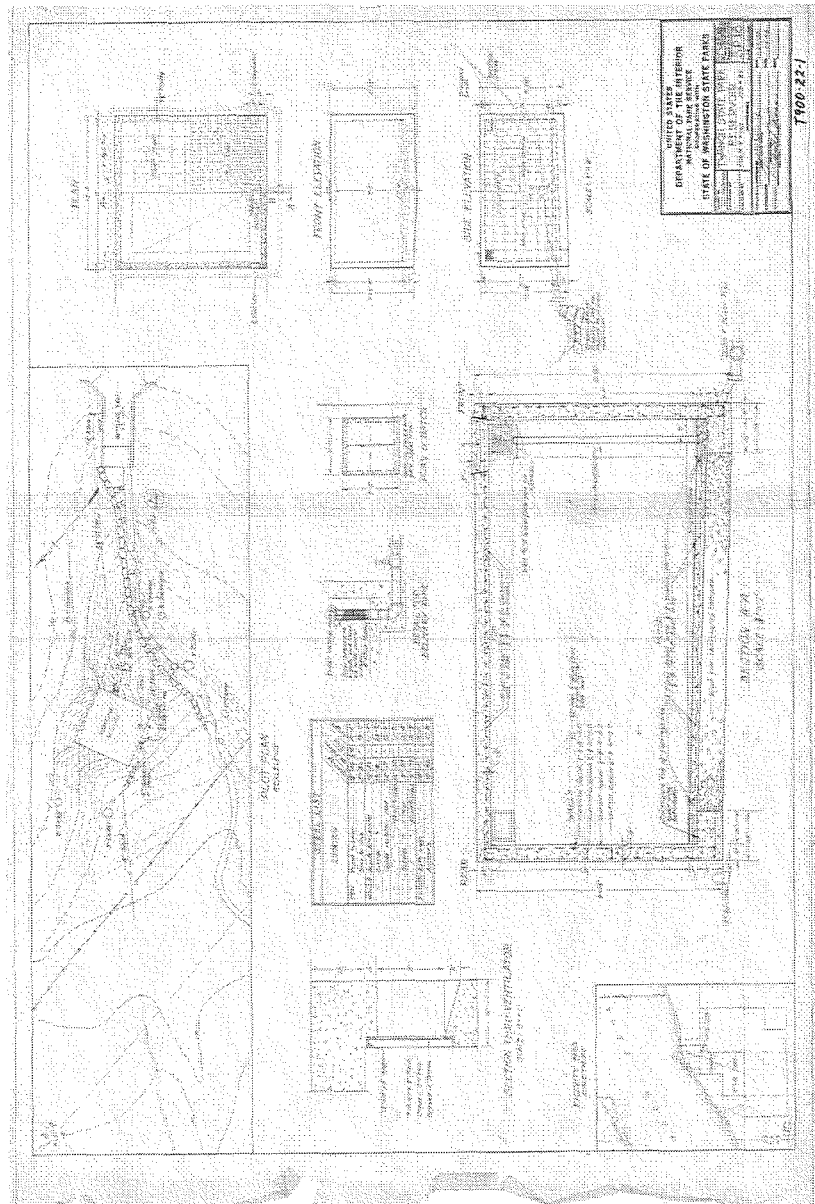
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TSP31: Building 23 (reservoir) (1938, drawn by E.C. Heilman, NPS), WSPRC Plan T900-22-1.

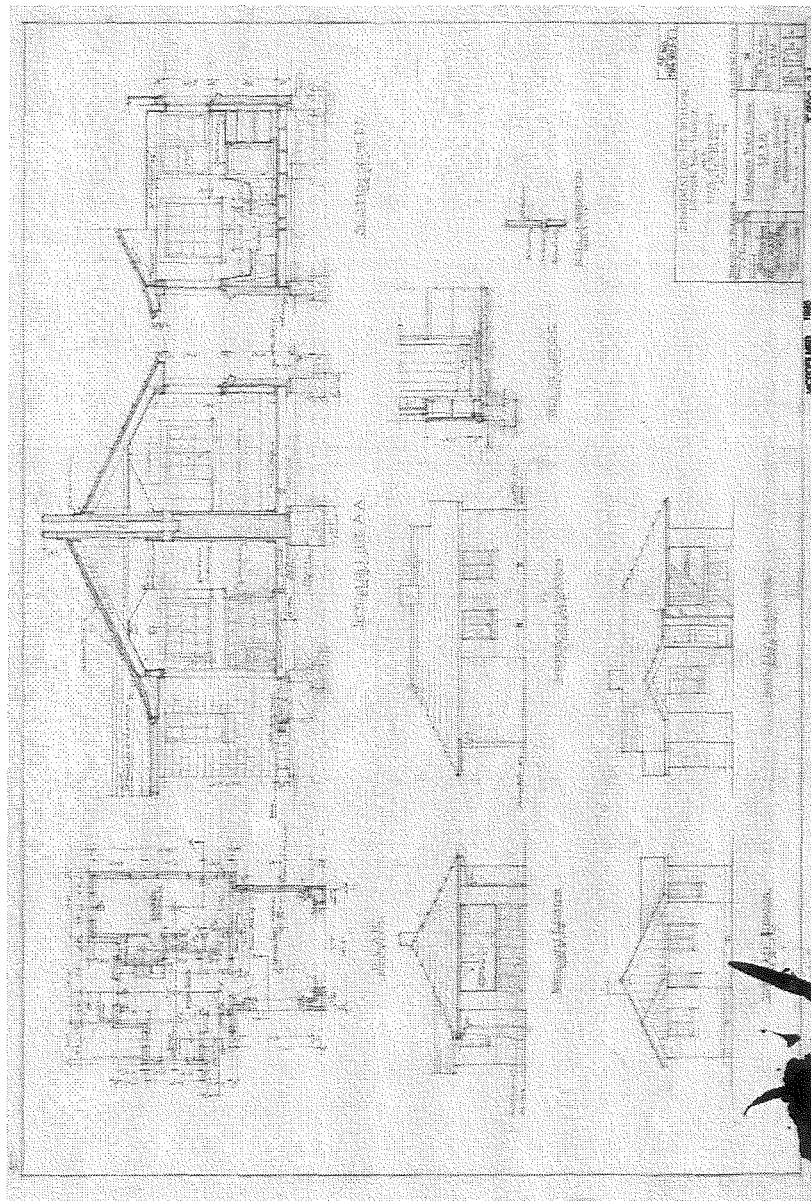
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TSP32: Building 16 (concession) (1935, drawn by Jack Paterson, NPS), WSPRC Plan T900-23.

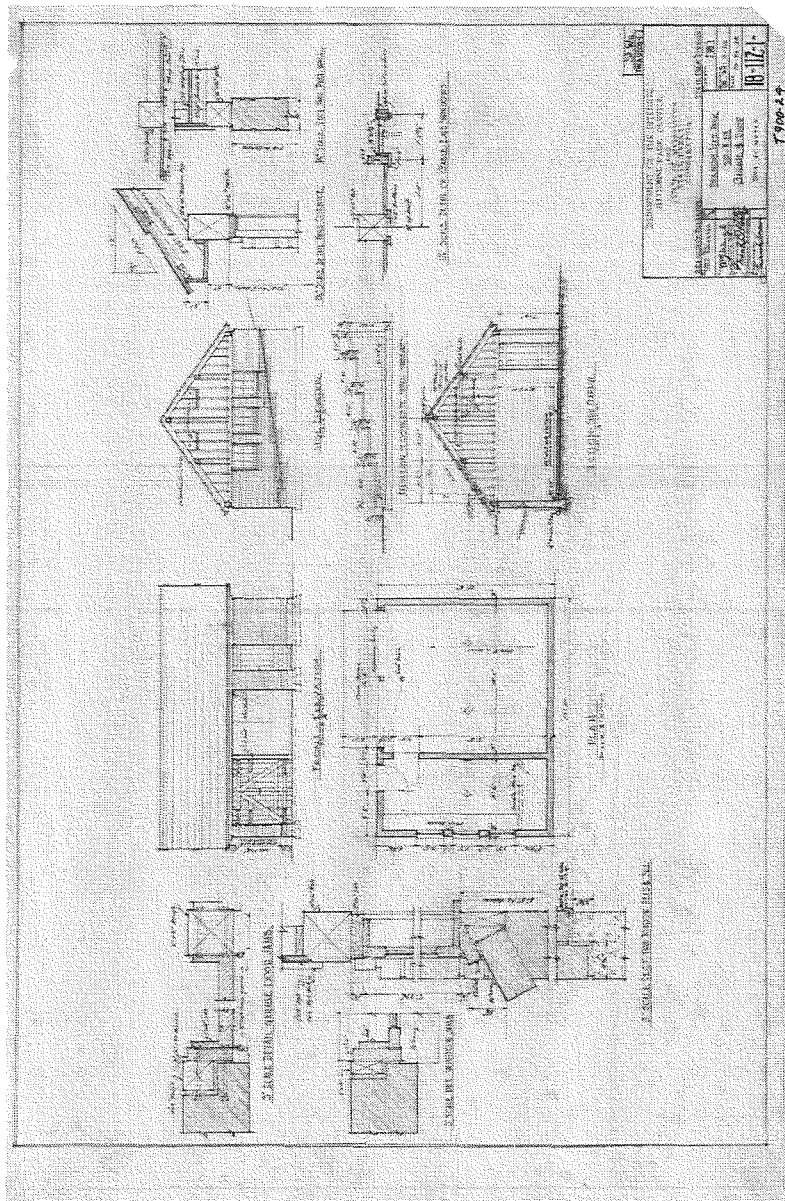
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TSP33: Building 3 (garage/shop) (1935, drawn by Jack Paterson, NPS), WSPRC Plan T900-24.



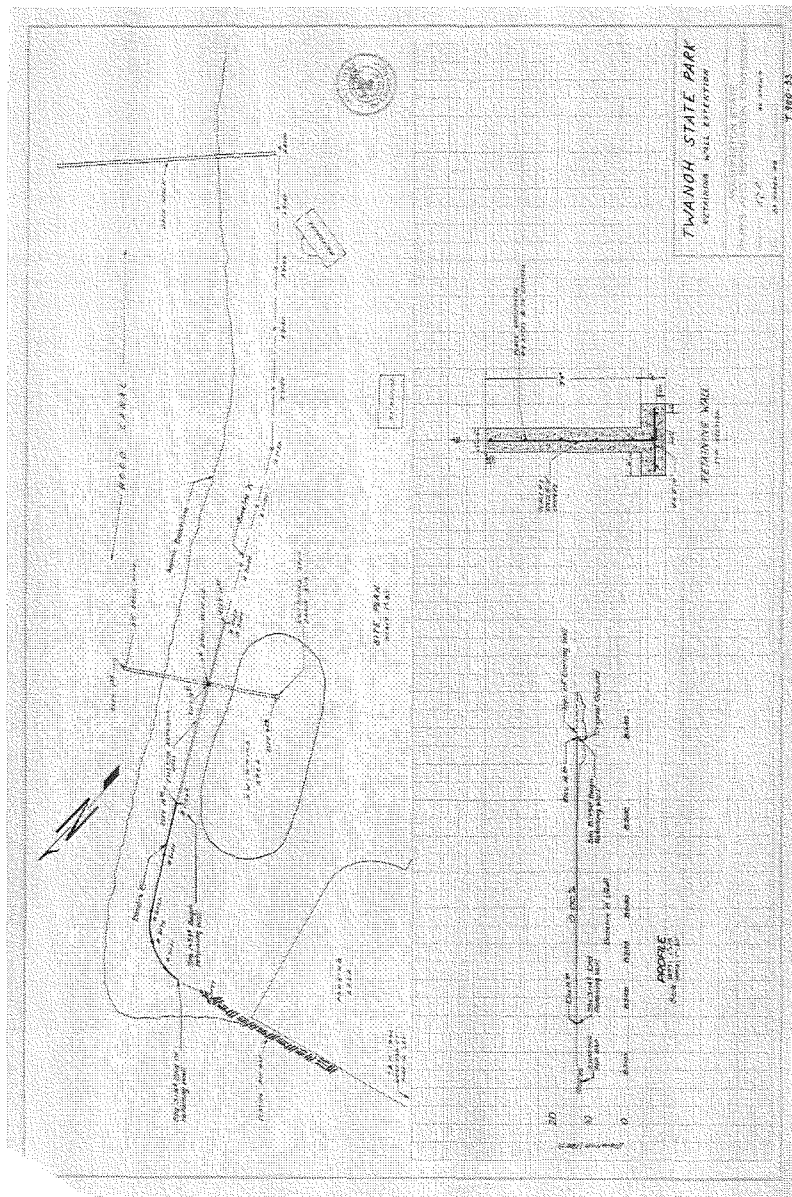
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TSP34: Retaining wall extension (1969, drawn by K.J.R., WSPRC), WSPRC Plan T900-33.

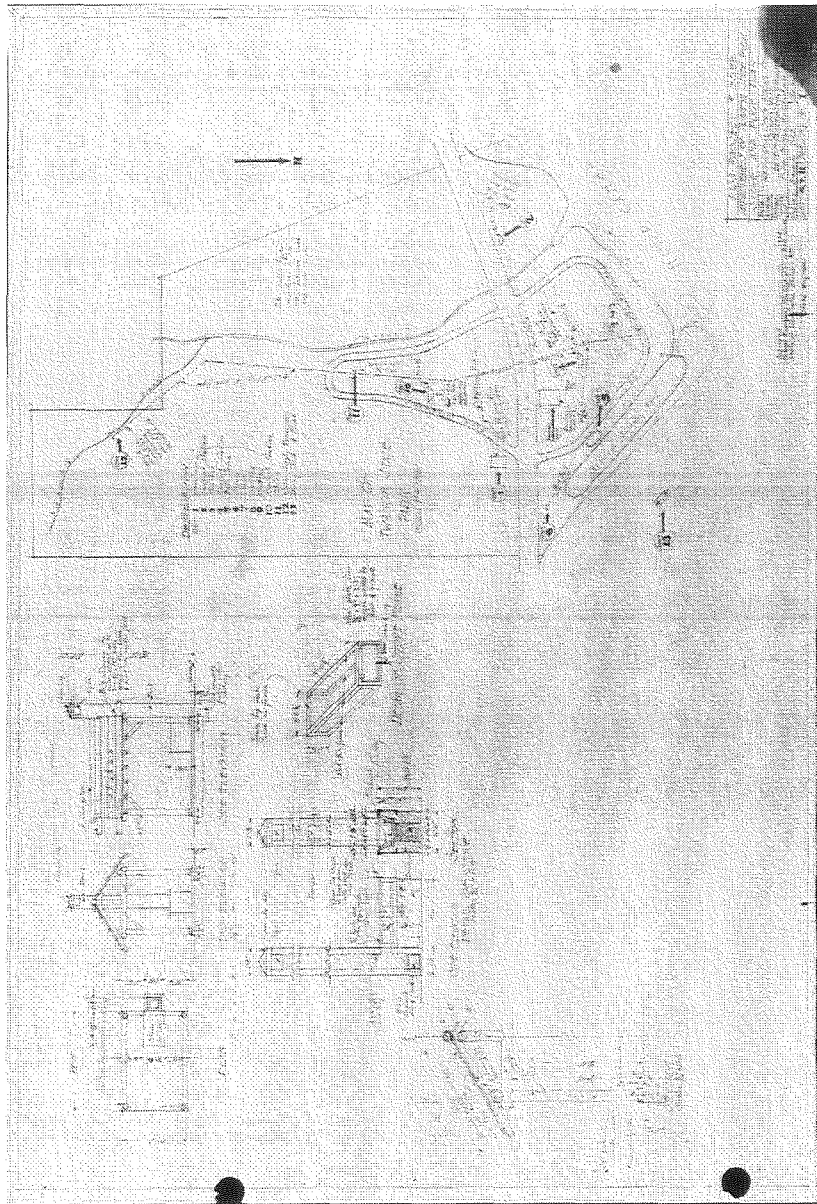
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TSP35: Buildings 12, 13, and 14 (small kitchens) (1934, drawn by H. Lee Burton, WPA), WSPRC Plan T900-58.

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## Current Photographs:

All prepared by: Stephen Emerson - AHS, EWU, Cheney, WA  
December, 2013



0001: Building 7 (comfort station #2), north and west elevations, looking southeast.



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0002: Building 7 (comfort station #2), north and east elevations, looking southwest.



0003: Pump house, northeast and southeast elevations, looking west.



0004: Typical drinking fountain, looking northeast.

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0005: Lower footbridge, north elevation, looking southwest.



0006: Building 11 (shelter kitchen), northwest and northeast elevations, looking south.



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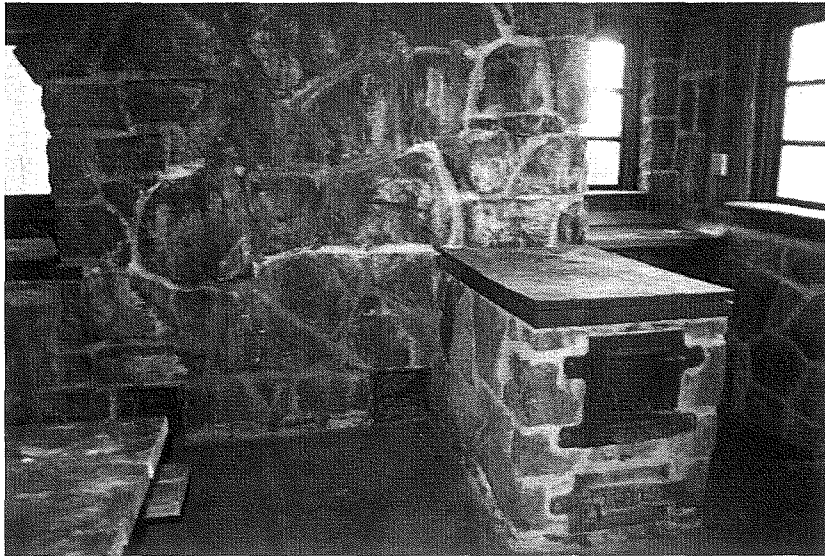
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0007: Building 11 (shelter kitchen), southwest and southeast elevations, looking north.



0008: Building 11 (shelter kitchen), interior, stove, looking north.

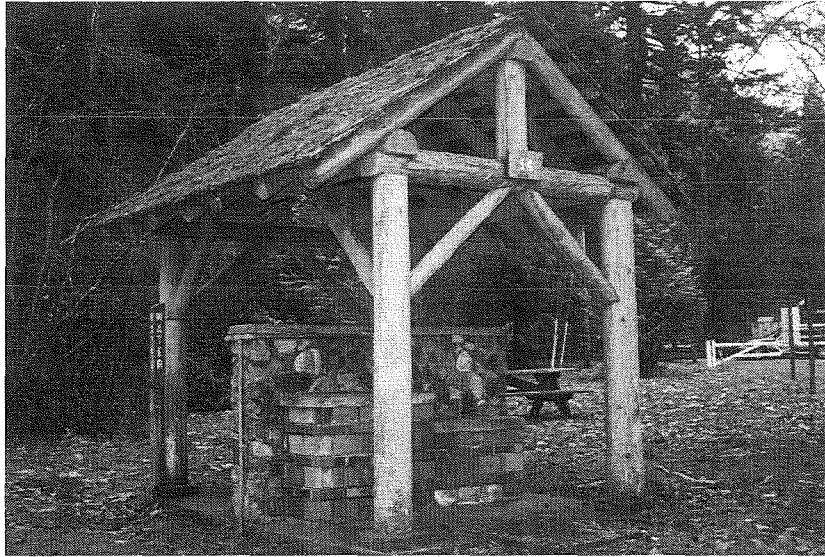
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0009: Building 14, small kitchen, one of three, west and north elevations, looking southeast.



0010: Tennis court, looking southeast.

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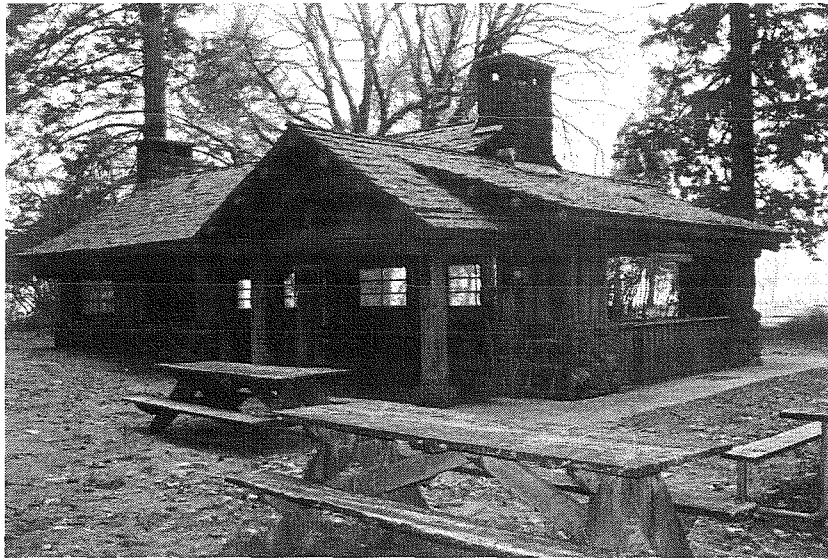
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0011: Building 10 (community kitchen), south and east elevations, looking northwest.



0012: Building 10 (community kitchen), south and west elevations, looking northeast.

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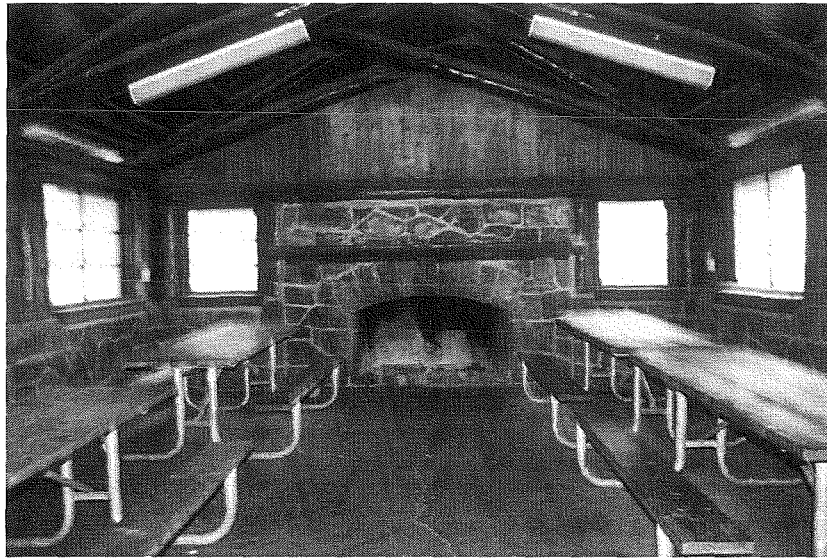
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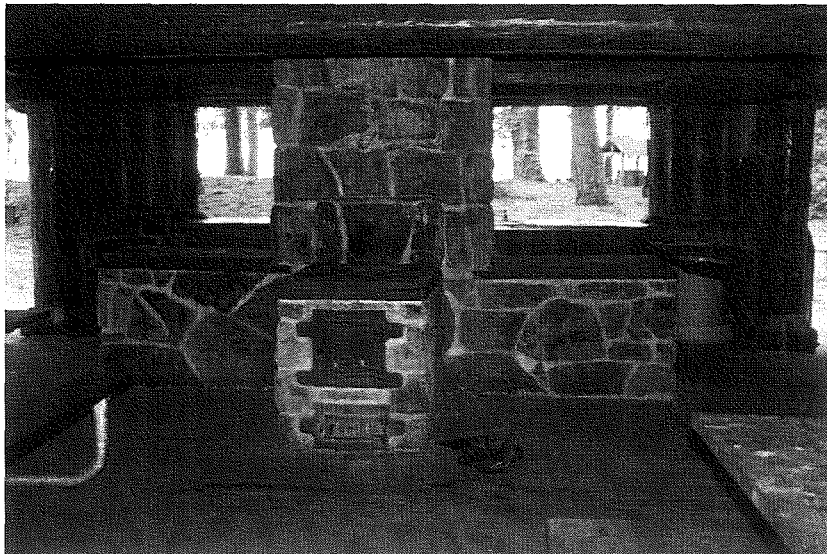
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0013: Building 10 (community kitchen), interior, west end fireplace, looking west.



0014: Building 10 (community kitchen), interior, stoves, looking east.



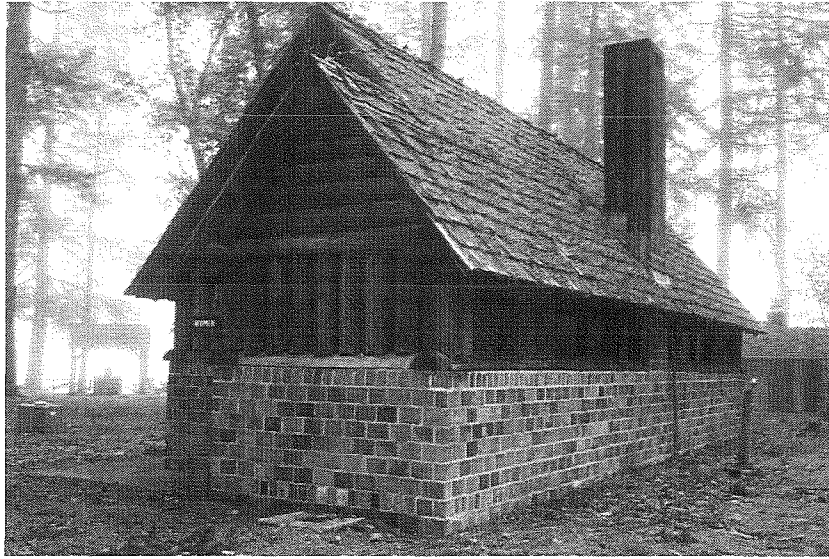
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0015: Building 6 (comfort station #1), south and west elevations, looking northeast.



0016: Building 6 (comfort station #1), north and west elevations, looking southeast.



United States Department of the Interior  
National Park Service

# National Register of Historic Places Continuation Sheet -

TWANOH STATE PARK  
MASON COUNTY, WASHINGTON

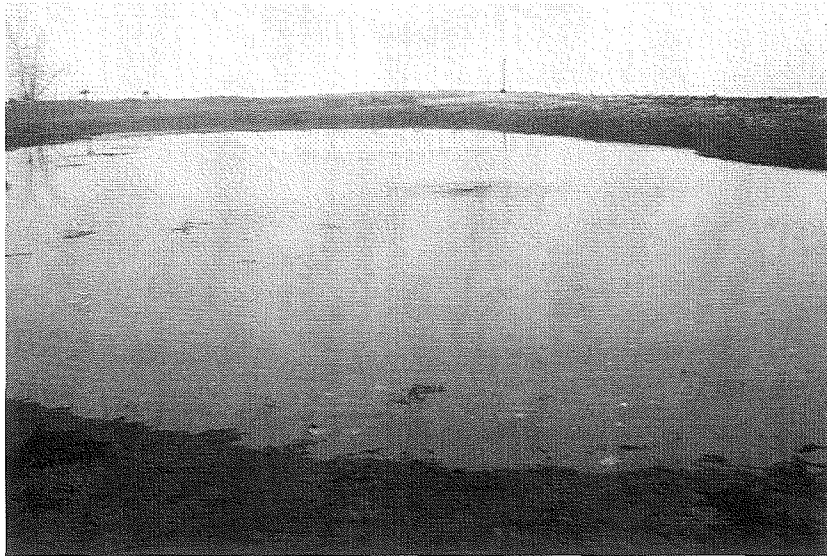
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0017: Seawall, looking east.



0018: Wading pool, looking northwest.

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TWANOH STATE PARK  
MASON COUNTY, WASHINGTON

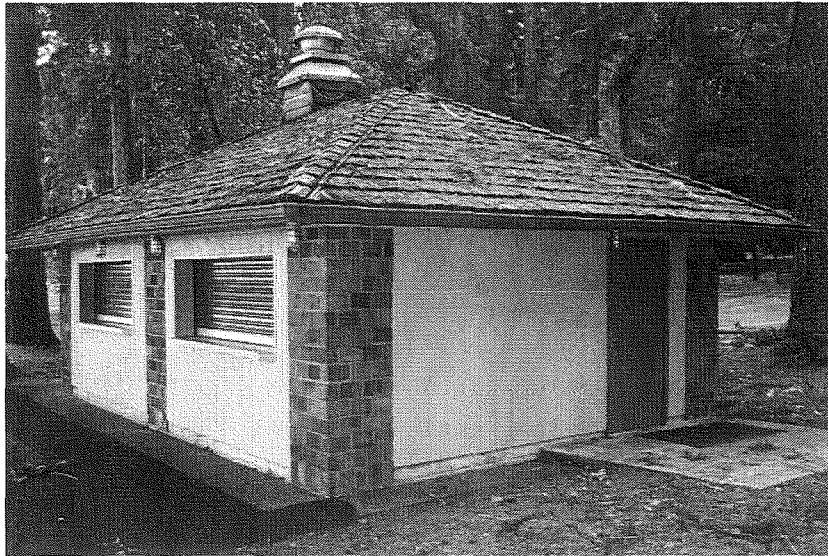
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0019: Building 16 (concession), south and east elevations, looking northwest.



0020: Building 16 (concession), north and west elevations, looking southeast.

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TWANOH STATE PARK  
MASON COUNTY, WASHINGTON

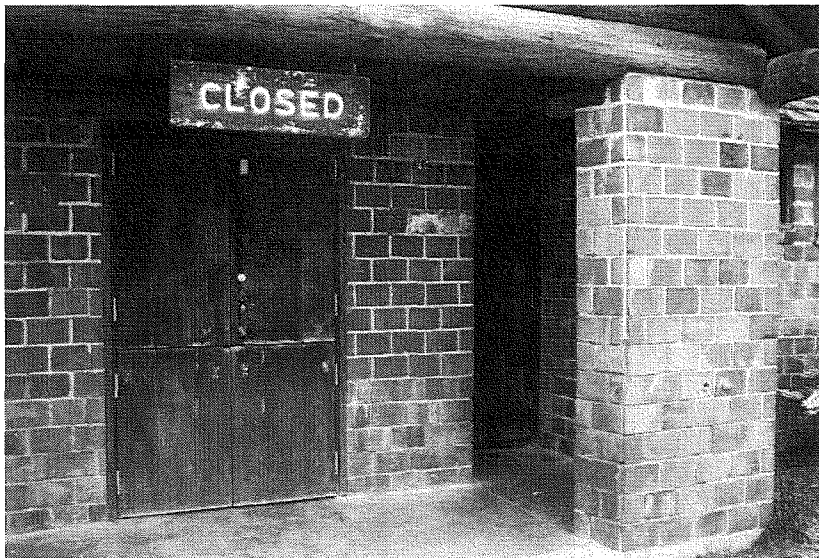
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0021: Building 5 (bathhouse #2), north and west elevations, looking southeast.



0022: Building 5 (bathhouse #2), entry detail, looking southwest.

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MASON COUNTY, WASHINGTON

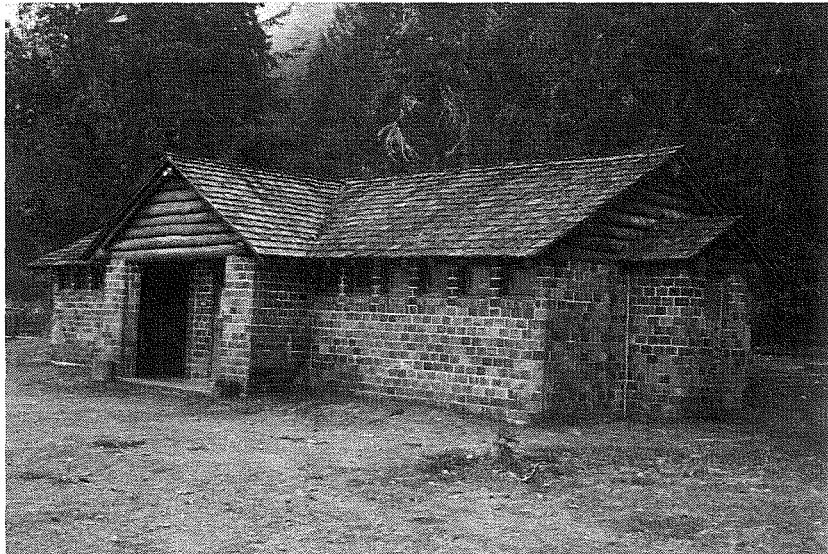
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0023: Building 5 (bathhouse #2), south and east elevations, looking northwest.



0024: Building 4 (bathhouse #1), north and west elevations, looking southeast.



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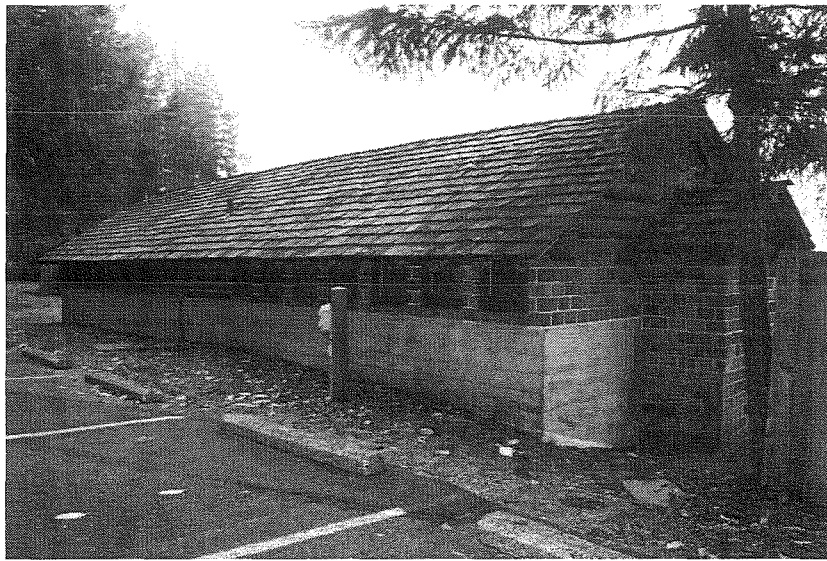
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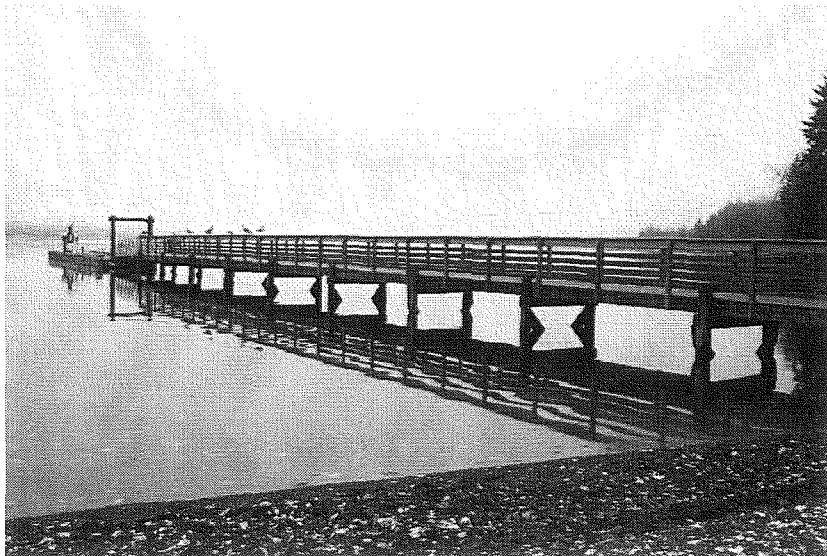
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0025: Building 4 (bathhouse #1), south and east elevations, looking northwest.



0026: Pier and dock, west elevation, looking northeast.



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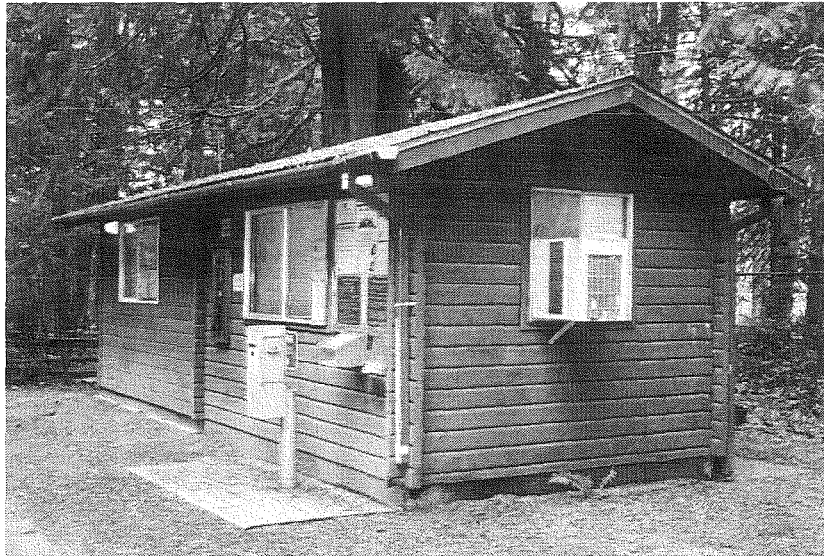
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0027: Ranger's office, south and east elevations, looking northwest.



0028: Highway culvert, north elevation, looking southwest.

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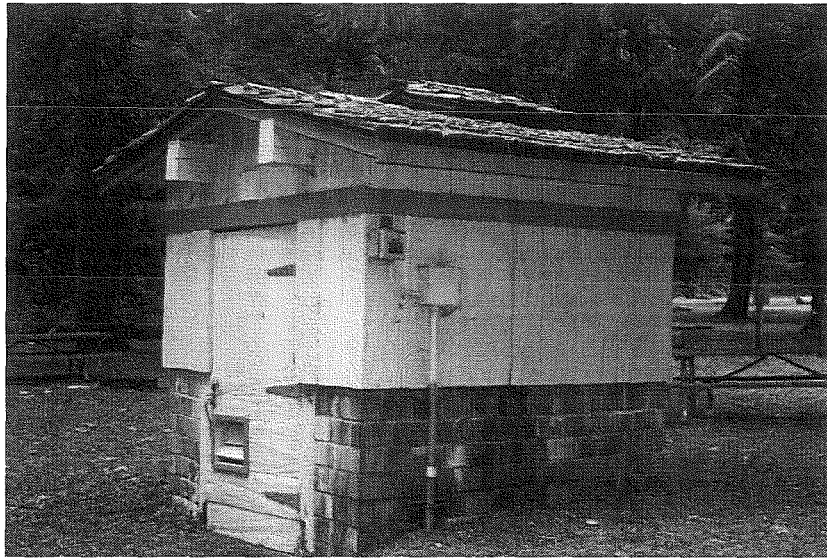
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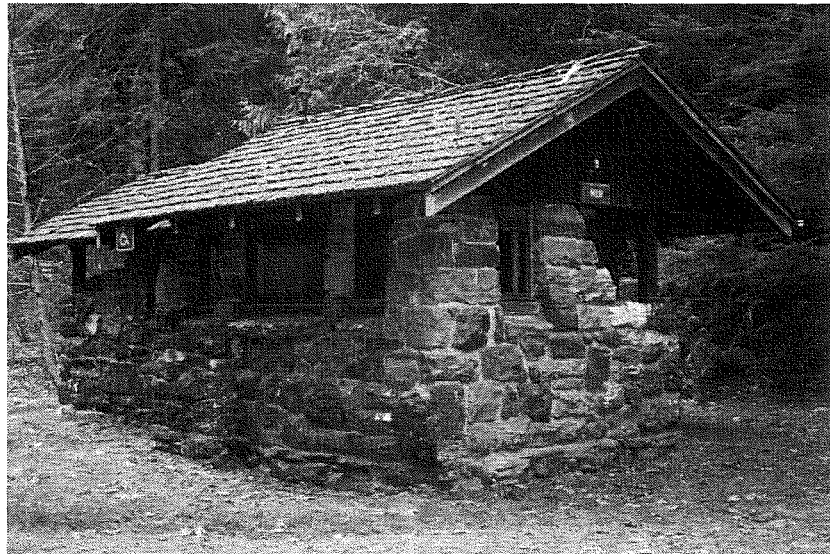
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0029: Upper campground pump house, north and west elevations, looking southeast.



0030: Building 9 (comfort station #4), west and south elevations, looking northeast.

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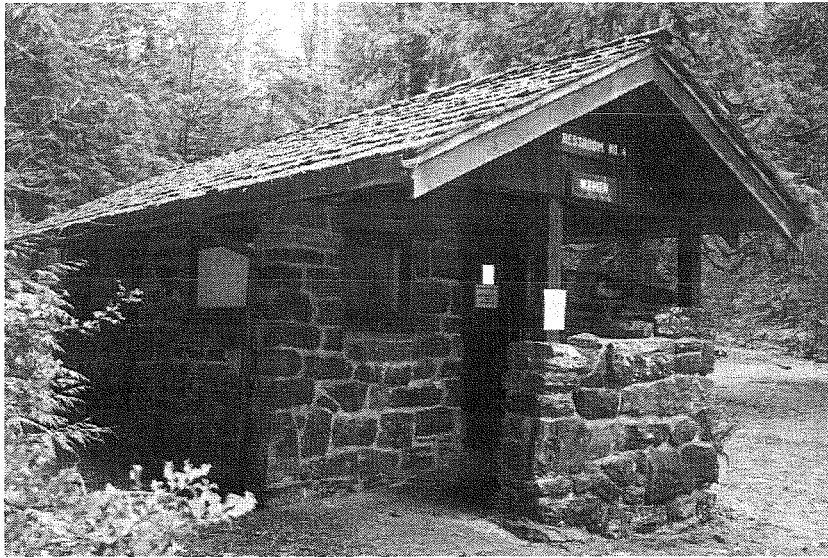
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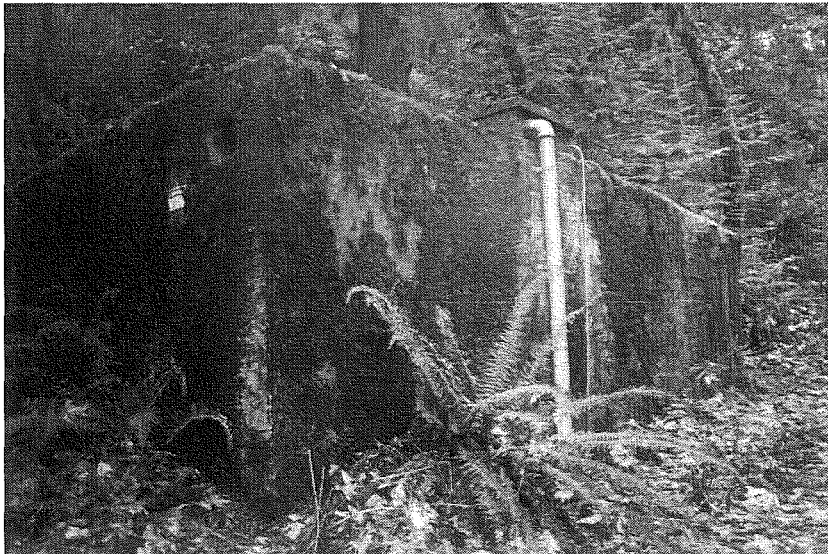
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0031: Building 9 (comfort station #4), east and north elevations, looking southwest.



0032: Water storage reservoir, north and west elevations, looking southeast.

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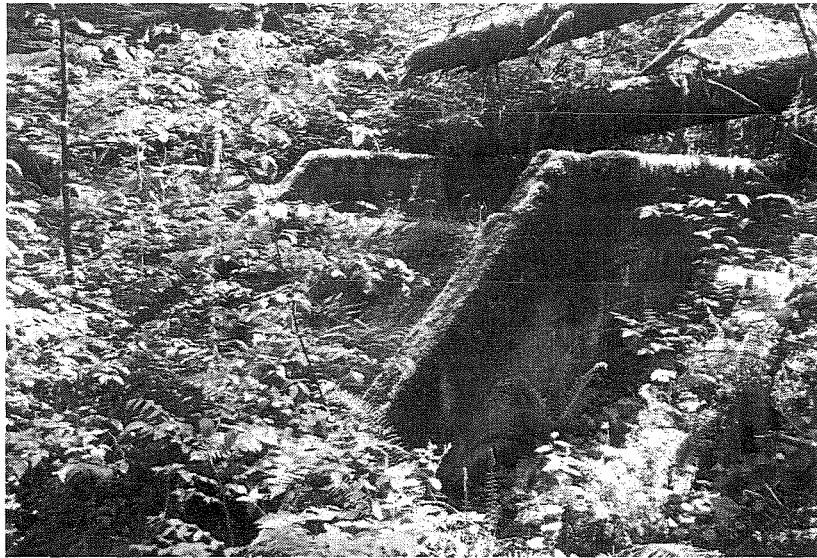
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0033: Settling tank remnant, looking southeast.



0034: Building 8 (comfort station #3), north and west elevations, looking southeast.



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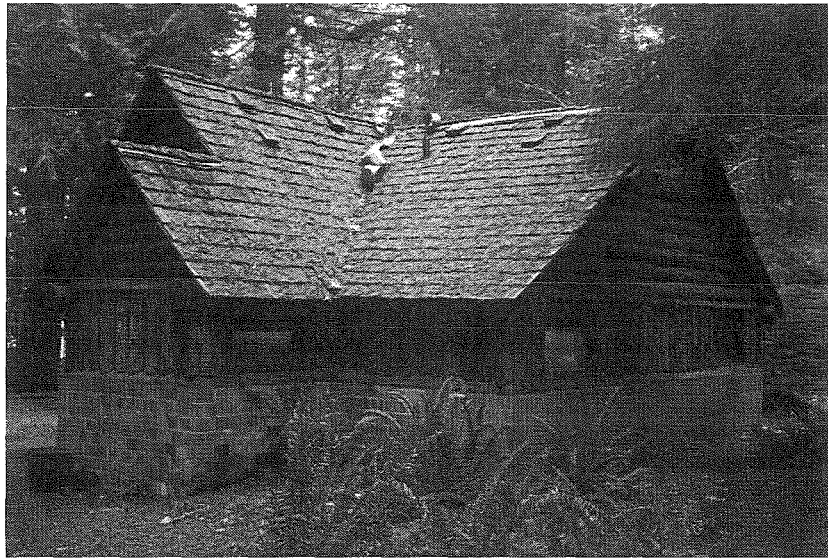
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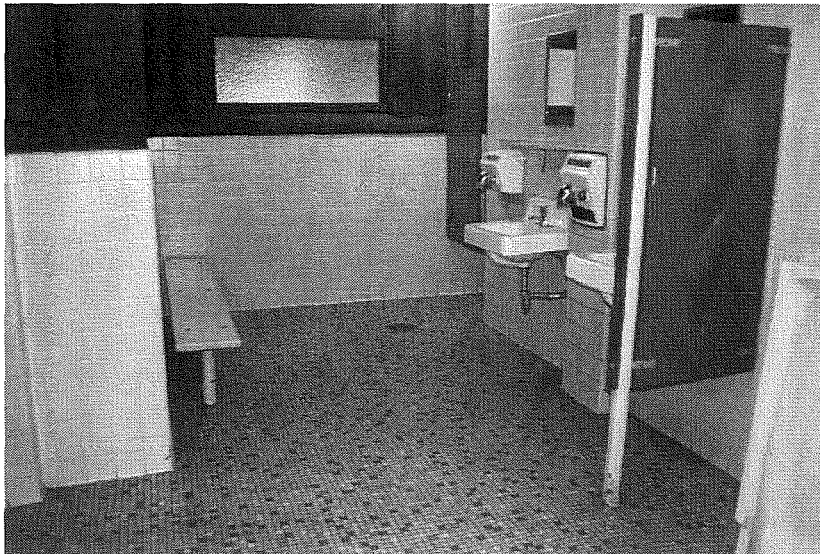
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0035: Building 8 (comfort station #3), south and east elevations, looking northwest.



0036: Building 8 interior, looking southwest



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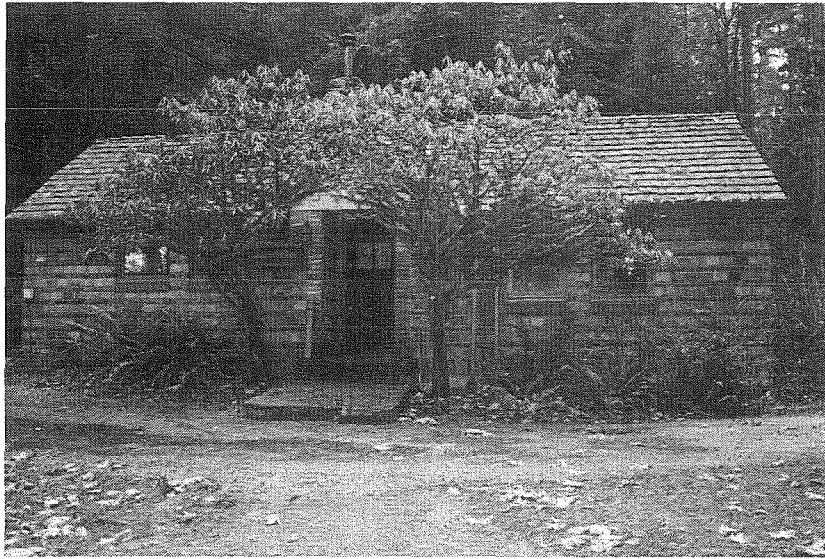
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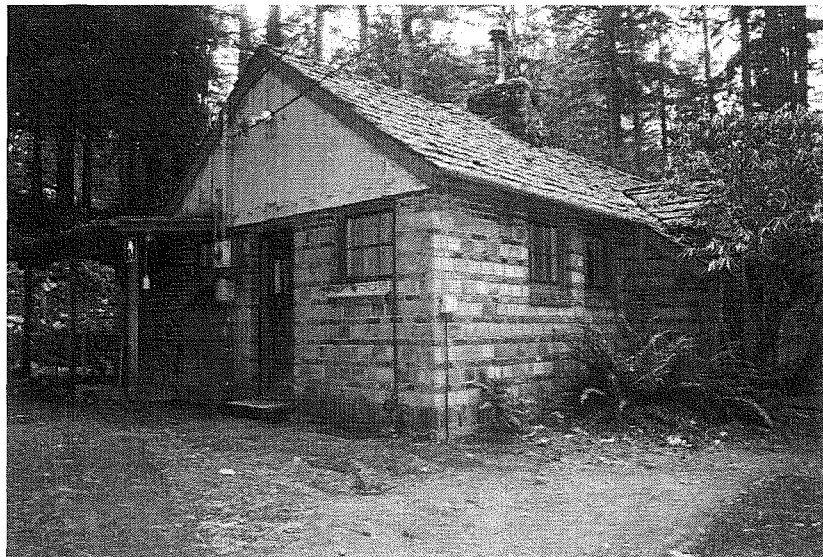
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0037: Building 1 (superintendent's house), north (front) elevation, looking south.



0038: Building 1 (superintendent's house), north and east elevations, looking southwest.

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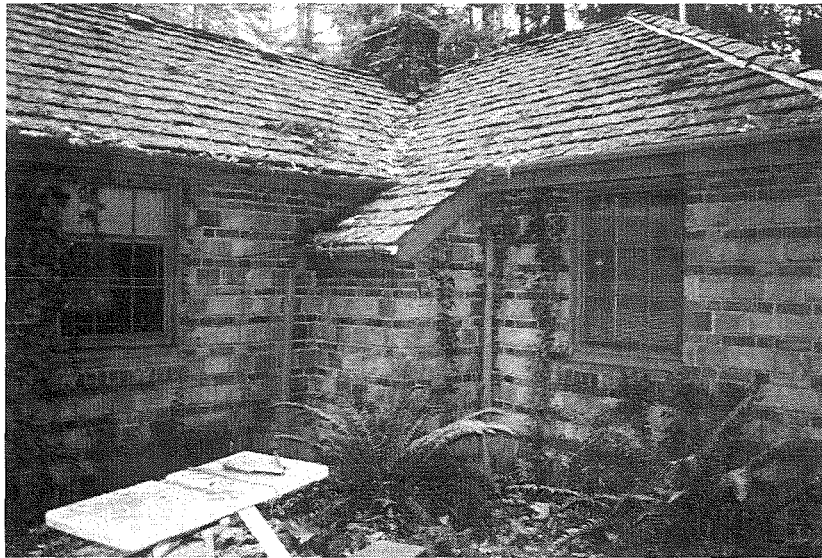
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0039: Building 1 (superintendent's house), south and west elevations, looking northeast



0040: Stone steps behind superintendent's house, looking southeast.

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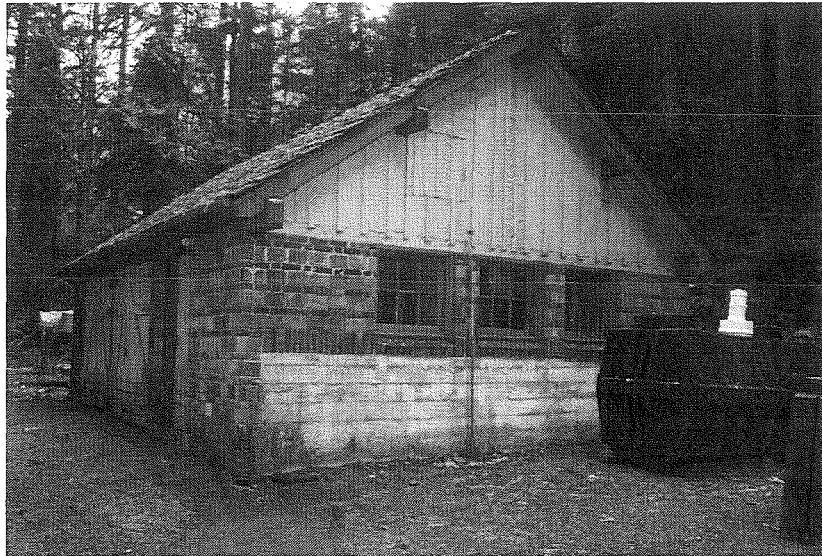
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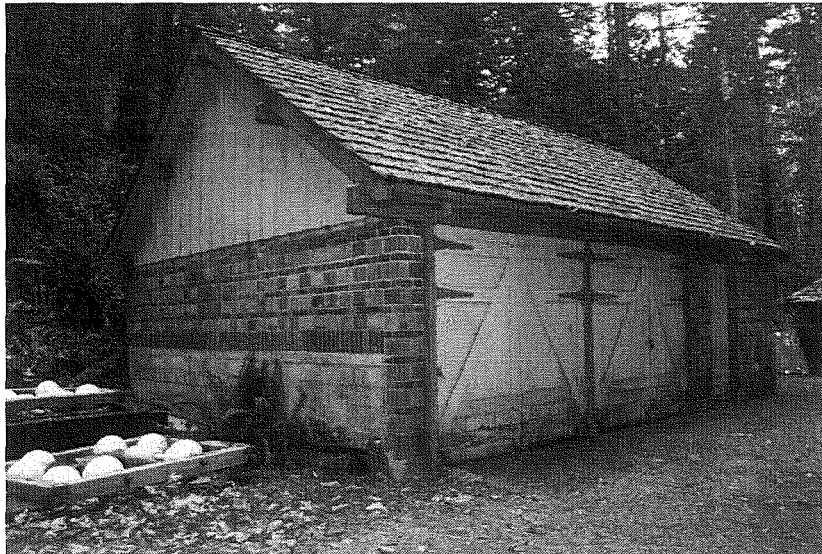
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0041: Building 3 (garage/shop), west and north elevations, looking southeast.



0042: Building 3 (garage/shop), north and east elevations, looking southwest.

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MASON COUNTY, WASHINGTON

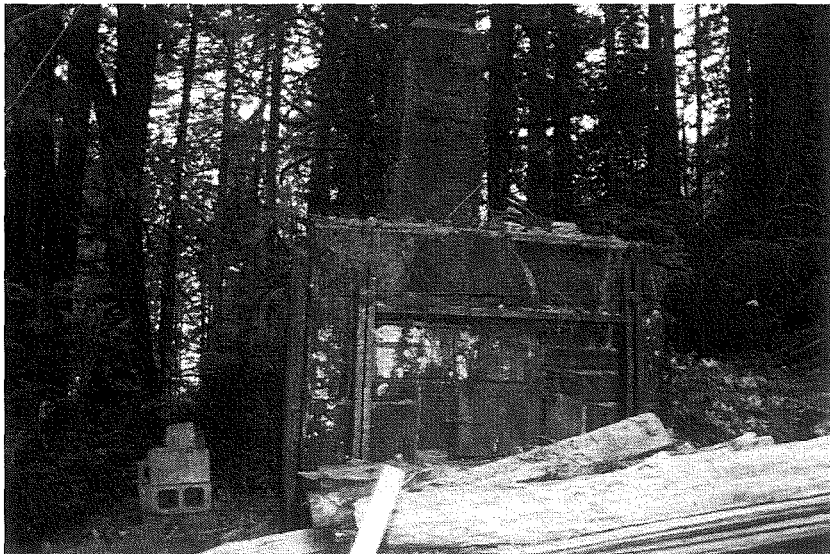
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0043: Building 25 (modern office/garage), north and east elevations, looking southwest.



0044: Incinerator, west elevation, looking east.



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0045: Trail entry, looking south.



0046: Building 20 (group camp shelter), north and west elevations, looking southeast.



**PUBLIC WORKS**  
**MONDAY MARCH 2, 2015 – BRIEFING ITEMS**  
**FROM PUBLIC WORKS**  
**(For Commissioners Meeting March 10, 2015)**  
**Items for this meeting are due to Diane Zoren on Tuesday, March 4, 2015**

**5.0 CORRESPONDENCE AND ORGANIZATIONAL BUSINESS**

(None)

**8.0 APPROVAL OF ACTION ITEM**

- Request the Board approve a Lease Agreement with North Mason Regional Fire Authority allowing the continued use of a portion of the Belfair Shop parcel, (22201-22-60150) as a fire substation to house emergency vehicles for Fire District 2.
- Request the Board authorize Public Works/U&W Management to purchase the credit card software for Win-Cams (Public Works Management and Financial System) allowing customers to pay utility and sold waste bills online, at the department or use a credit card to pay at the Shelton Transfer Station. This purchase will be an addition to existing software and will be a sole source purchase.
- Request the Board approve Amendment No. 2 as part of the waiver of payback process for County Road Project 1564 North Island Drive and authorize the Chair to sign all pertinent documents to close/cancel project.
- Authorization to surplus vehicles and survey equipment at the Washington State Surplus Sales or other government entity as specified (Donation to Kitsap County and sale to Shelton PD).

**9.0 PUBLIC HEARINGS AND ITEMS SET FOR A CERTAIN TIME**

(None)

**10. OTHER BUSINESS**

(None)

**DISCUSSION ITEMS:**

- Seasonal Flaggers/Laborers
- Equipment Maintenance Supervisor
- Road Rally Race cancelled (March 7<sup>th</sup>)
- Skokomish GI

**Attendees:**

**Commissioners:**

- Randy Neatherlin
- Tim Sheldon
- Terri Jeffreys

**Public Works:**

- Brian Matthews
- Melissa McFadden
- Loretta Swanson
- Erika Schwender
- Others (List)

**Other Dept.:**

- Diane Zoren
- Others (List)

**Press:**

- KMAS
- Journal
- Others (List)

**Public:**

List Below:

**MASON COUNTY  
BRIEFING ITEM SUMMARY FORM**

<b>TO:</b> BOARD OF MASON COUNTY COMMISSIONERS	
<b>FROM:</b> Melissa McFadden	
<b>DEPARTMENT:</b> Public Works	<b>EXT:</b> 450
<b>BRIEFING DATE:</b> March 2, 2015	
<b>PREVIOUS BRIEFING DATES:</b> <i>First time for Briefing</i>	

**ITEM: Request approval of Lease Agreement with North Mason Regional Fire Authority**

Background: On April 14, 1980, Mason County entered into a 35 year Lease Agreement with Fire District No. 2 that authorized the use of a portion of the Belfair Shop parcel (parcel no. 22201-22-60150) to be use as a fire substation to house emergency vehicles. This agreement expires May 31, 2015.

At this time, Public Works would like to request the Board approve a new agreement that will continue the lease another 15 years with an option to extend an additional 5 more years.

Recommended Action: Recommend the Board of County Commissioner approve, **at the March 10, 2015 Commission Meeting**, a new Lease Agreement between North Mason Regional Fire Authority and Mason County Public Works that allows Fire District #2 to continued using a portion of the Belfair Shop parcel, (22201-22-60150) as a fire substation to house emergency vehicles for the district. Term of lease is fifteen (15) years with the option to extend an additional five (5) years.

Attachments: Draft Agreement

## BUILDING LEASE AGREEMENT

THIS LEASE dated for reference purposes only, the \_\_\_\_ day of \_\_\_\_\_, 2015 is made by and between North Mason Regional Fire Authority (hereinafter called "LESSOR") and Mason County Public Works (hereinafter called "LESSEE").

WITNESSETH FOR AND IN CONSIDERATION OF THE mutual promises, covenants and conditions hereinafter set forth, the parties agree as follows:

### PREMISES

1. Lessor does hereby lease to Lessee, subject to the terms and conditions hereinafter set forth, those certain premises being approximately 5,112 square feet of space as outlined in Exhibit "B" attached hereto (hereinafter called "PREMISES"), which leased Premises are situated upon land described in Exhibit "A" attached hereto.

### TERM

2. A. The term of this Lease shall be for Fifteen (15) Years and 0 (0) Months commencing the 1<sup>st</sup> day of June, 2015, or as soon thereafter as the Premises may be ready for occupancy, and shall end on the 31<sup>st</sup> day of May, 2030, unless sooner terminated pursuant to any of the provisions of this Lease.

2.3 B. Option to Extend. Subject to the provisions of this Lease, the Lessor hereby grants to the Lessee an option to renew this Lease for an additional Five (5) year extension, subject to terms, conditions and rental then agreeable to Lessees may terminate the lease by providing Lessor (30) days written notice of their intent to vacate the premises.

2.4 If the Lessor should sell the property during the lease period, the Lessor shall grant the Lessee 180 days to vacate the premises.

### RENT AND PAYMENTS

3. Lessee covenants and agrees to perform the following services in lieu of rent; lessee shall provide emergency services including fire protection to all County-owned properties situated within the confines of the lessee's area of service, including but not limited to, Mason County Road Department facilities, Mason County Utilities Department facilities, including but not limited to solid waste transfer stations, reclamation facilities, and pump stations.

### MAINTENANCE AND REPAIRS

4. The premises, including all fixtures and appurtenances, have been inspected and are accepted by Lessee in their present condition. Lessee will permit no waste, damage, or injury to these premises. Lessee shall maintain and keep in good repair the leased premises; including, but not limited to all walls or windows (which exterior surface Landlord will maintain if not caused by tenants' negligence); and Lessee shall maintain and keep in good repair all damage caused by reason of Lessee's failure to keep free and open any pipes and plumbing on said premises.

Lessee shall be liable for the removal of snow and ice from the roof, sidewalks immediately in front of said premises. Said premises shall at all times be kept and used in accordance with all direction, rules and regulations of the health officers, fire marshal, building inspectors, and other proper officials all at the sole cost and expense of the Lessee.

The Lessee shall be allowed to make improvements to the interior of the building for the Lessee's specific usage providing the Lessee returns the building to its original condition at the conclusion of the lease term.

The premises have been inspected and are accepted by the Lessee in their present condition and the Lessee will at all times keep the premises neat and clean and in a sanitary condition and will maintain the

interior of the premises in good order and repair at all times. The Lessor shall be responsible for the building structurally and for the maintenance and repair of the building exterior. The Lessee shall be responsible for all glass and glazing. Unless otherwise agreed in writing all trade fixtures shall remain with the building and become the property of the Lessor.

The Lessee agrees to replace fuel oil in heating tanks upon termination of the lease period.

#### UTILITIES AND TAXES

5. The Lessee Covenants and agrees to pay for: utilities for electricity, natural gas, water/sewer, and regular garbage service.

(A). Lessee is to pay for all other public utilities not specifically stated herein which shall be used in, or charged against, the leased premises as a result of Lessee's occupancy during the term of this Lease. Lessor shall not be liable for any injury or damages suffered as a result of the interruption of these utilities services by fire or other casualty, strike, riot, vandalism, the making of necessary repairs or improvements, or any other cause beyond Lessor's control.

(B). Should there presently be in effect, or should there be enacted during the term of this Lease any law, statute, or ordinance levying any tax other than Federal, State or city income taxes directly in whole or in part upon rents or the income from real estate or rental property, or increasing any such tax, Lessee and Lessor will negotiate payment of any additional rent at that time.

#### EXAMINATION OF PREMISES

6. Lessee shall examine the Premises before taking possession hereunder and such taking of possession shall be conclusive evidence that Lessee has accepted the Premises in good order and satisfactory condition.

#### NATURE OF USE

7. Lessee shall use time Premises only for a fire station to house emergency vehicles, and any other use as Lessor may approve in writing shall comply with all applicable laws, ordinances, and governmental or municipal regulations and orders, and shall not occupy or use the Premises for any purpose not specially authorized by the Lease, and shall not make or permit any use of the Premises which may be dangerous to life, limb or property or which increases time premium cost or invalidates any policy of insurance covering or carried on time Premises, the building or its contents. Lessee shall not (a) permit any auction, fire, closing-out or bankruptcy sale in or about the Premises, (b) obstruct the sidewalks or common areas or use them for business or display purposes, (c) abuse time Premises or common area in any manner, (d) make or permit any noise or odor to exit from the Premises which is objectionable to the public, to other occupants of time Building, or to Lessor, (e) create, maintain or permit a nuisance thereon, (f) place or permit loudspeakers, or sound amplifiers or any phonograph or similar device on the roof or outside of time Building or at any place where it may be seen or heard outside of the Premises.

#### ALTERATIONS.

8. Lessee may, at lessee's sole cost and expense, make such changes, alterations or improvements (including the construction of buildings) as may be necessary to fit said premises for such use, and all

buildings, fixtures and improvements of every kind in nature whatever installed by lessee shall remain the property of the lessees, who may remove the same upon the termination of this agreement of this lease, provided, that such removal shall be done in a manner as not to injure or damage the demised premises; and provided, further that should lessee fail to remove said buildings, fixtures or improvements as above provided, lessor at its option, may require lessee to remove the same. In the event that said lessee shall fail to remove said buildings, fixtures and improvements after receipt of notice from lessor, may remove the same and dispose of the same as it sees fit, and lessee agrees to sell, assign, transfer and set

over to lessor all of lessee's right, title and interest in and to said buildings, fixtures, improvements and any personal property not removed by lessee, for the sum of one dollar (\$1). Lessee further agrees that should lessor remove said buildings, fixtures and improvements as above provided, that lessee will pay lessor upon demand the cost of such removal, plus the cost of transportation and disposition thereof.

#### PROPERTY TAX

9. The Lessee shall pay the real property taxes assessed against the land and buildings of which the leased premises form a part. Lessee shall be responsible for any tax on his personal property located on the leased premises.

#### LESSEE'S INSURANCE REQUIREMENTS AND LESSOR'S INSURANCE REQUIREMENTS

10. Lessee, at its sole expense, shall procure and maintain in full force and effect, general comprehensive public liability insurance in responsible companies qualified to do business in the State of Washington, which shall insure Lessee and his agents and employees against all claims for injuries or death to persons occurring in or about the leased premises in the amount of at least \$1 Million for any one person and in the amount of \$2 Million for any one occurrence, and against all claims for damages or loss of property occurring in or about the leased premises in the amount of \$1 Million or such other amounts as Lessor shall deem necessary, based on periodic insurance reviews, in respect to injury or damage to persons or property.

Lessee agrees to furnish Lessor with policies or certificates of such insurance, naming Mason County Public Works as an additional insured. Each such policy shall be noncancelable without at least ten (10) days written notice to Lessor.

#### DAMAGE OR DESTRUCTION

11. Subject to the provisions of this Paragraph 14, if the Premises are damaged and such damage was caused by a fire or other casualty included within the classification of casualty as defined in a standard fire and extended coverage real property insurance policy, Lessee shall, at Lessee's expense, repair such damage, and this lease shall continue in full force and effect. Provided, however, in the event the Premises are damaged to such an extent to render the same untenable in whole or in a substantial part thereof, or destroyed, it shall be optional with the Lessee to repair or rebuild the same, and after the happening of any such event, the Lessee shall give Lessor immediate written notice thereof.

#### EMINENT DOMAIN

12. If the whole of the Premises shall be taken by any public authority under the power of Eminent Domain, or purchased by the condemnor in lieu thereof, then the term of this Lease shall cease as of the date possession is taken by such public authority. If only a part of the Premises shall be so taken, the Lease shall terminate only as to the portion taken and shall continue in full force and effect as to the remainder of said Premises, and the minimum rent shall be reduced proportionately; provided, however if time remainder of the Premises cannot be made tenantable for the purposes for which Lessee has been using the Premises or if

more than twenty-five (25%) of the rentable square footage of the Premises shall be so taken as to render, in Lessor's sole opinion, the termination of this Lease beneficial to the remaining portion of the property described in Exhibit "A", Lessor shall have the right within sixty (60) days of said taking, at its option, to terminate this Lease upon thirty (30) days written notice to Lessee, in the event of any such taking, whether whole or partial, Lessor shall be entitled to any and all awards, settlements, or compensation which may be given for the land and buildings. Lessee shall have no claim against Lessor for the value of any unexpired term of this Lease.

#### EXTERIOR SIGNS

13. The design and plan for installation of all signs on or exposed to the exterior of the Buildings or exterior of the Premises shall be in conformity with other signs within the property described in Exhibit "A"



and shall be subject to the written approval of Lessor before installation, and all such signs are to be in accordance with all laws and regulations pertaining thereto.

#### ASSIGNMENT AND SUBLETTING

14.1 Lessor's Consent Required: Lessee shall not voluntarily or by operation of law assign, transfer, mortgage, sublet or otherwise transfer or encumber all or any part of Lessee's interest in this Lease or in the Premises, without Lessor's prior written consent, which Lessor shall not unreasonably withhold. Any attempted assignment, transfer, mortgage, encumbrance or subletting without such consent shall be void, and shall constitute a breach of the Lease.

14.2 Lease Affiliate: Notwithstanding the provisions of Paragraph 14.1 hereof, Lessee may assign or sublet the Premises, or any portion thereof, without Lessor's consent, to any Corporation which controls, is controlled by or is under common control with Lessee, or to any Corporation resulting from the merger or consolidation with Lessee, or to any person or entity which acquires all the assets of Lessee as a going concern of time business that is being conducted on the Premises; provided that said Assignment assumes, in full, the obligations of Lessee under this Lease. Any such assignment shall not, in any way affect or limit the ability of Lessee under the terms of this Lease even after such assignment of subletting.

14.3 No Release of Lessee: Regardless of Lessor's consent, no subletting or assignment shall release Lessee of Lessee's obligation or alter the primary liability of Lessee to pay the rent and to perform all other obligations to be performed by Lessee hereunder. The acceptance of rent by Lessor from another person shall not be deemed to be a waiver by consent to any subsequent assignment or subletting.

#### LESSOR'S RESERVATIONS

15. Lessee agrees that Lessor, its agents or employees, may enter upon said premises at any time during the term or any extensions hereof for the purpose of inspection, digging test holes, making surveys, taking measurements, and doing similar work necessary for the preparation of plans for construction of buildings or improvements on said premises, with the understanding that said work will be performed in such a manner as to cause a minimum of interference with the use of the property by lessee.

#### BREACH

16. If Lessee fails to keep or perform any of the covenants and agreements herein contained, then the same shall constitute a breach hereof, and if Lessee has not remedied such breach within ten (10) days after written notice thereof from Lessor, if the breach is nonpayment of rent, or within (20) days after written

notice thereof in the event of the breach of any covenant, then Lessor may, at its option, without further notice of demand:

(A) Cure each breach for the account and at the expense of Lessee and such expense shall be deemed additional rent due on the first of the following month, or

(B) Re-enter the Premises, remove all persons therefrom, take possession of the Premises and remove all equipment, fixtures and personal property therein at Lessee's risk and expense, and (i) terminates this Lease, or (ii) without terminating the Lease or in any way affecting the rights and remedies of Lessor or the obligations of Lessee, re-let the whole or any part of the Premises, as agent for Lessee, upon such terms and conditions and for such term as Lessor may deem advisable, in which event the rents received shall first be applied to the costs and expenses or re-letting, including necessary renovation and alteration and any real estate commission incurred, and the balance of such rent shall be applied towards payment of all sums due or to become due to Lessor hereunder, and Lessee shall pay to Lessor monthly any deficiency; however, Lessor shall not be required to pay any excess to Lessee.

The failure of Lessor to terminate this Lease at any time for the breach of any of the terms hereof shall be deemed only an indulgence by lessor, and shall not be construed to be a waiver of the rights of Lessor as to any continued or subsequent breach. Other remedies for nonpayment notwithstanding, if any amount due from lessee is not received by Lessor on or before the tenth (10) day following the date upon which such amount is due and payable, a late charge of five per cent (5%) of said amount owed shall become due and payable, which late charge Lessor and Lessee agree represents a fair and reasonable estimate of time processing and accounting costs that Lessor will incur by reason of an annual percentage rate of twelve percent (12%) from the date due or date of invoice, whichever is earlier, until paid. The above remedies are cumulative and in addition to any other remedies now or hereafter allowed by law or elsewhere provided for in this Lease.

#### REMOVAL OF PROPERTY

17. Any goods or fixtures of Lessee removed by Lessor in accordance with Paragraph 20 (B) above may be stored by lessor at the cost and expense of Lessee and at the sole risk of Lessee and without any further responsibility on the part of lessor, and Lessor may, without removing said good or fixtures or after removing said goods and fixtures, at the sole discretion of Lessor, without obligation to do so and with thirty (30) days notice to lessee, sell or dispose of the same at public or private sale for the account of Lessee, in which event the proceeds therefrom may be applied by lessor upon any indebtedness due from Lessee to Lessor. Lessee hereby waives all claims for damages that may be caused by lessor re-entering and taking possession of the Premises and removing or disposing of said good and fixtures as herein provided.

#### COSTS AND ATTORNEY'S FEES

18. If by reason of any default on the part of Lessee, it becomes necessary for the Lessor to employ an attorney or in case Lessor shall bring suit to recover any rent due hereunder, or for breach of any provision of this Lease or to recover possession of the Leased Premises, or if Lessee shall bring any action for any relief against Lessor, declaratory or otherwise, arising out of this Lease, the prevailing party shall have and recover against the other party, in addition to time cost allowed by law, such sum as the court may adjudge to be a reasonable attorney's fee. In the event time Lessee defaults in the payment of rental, the Lessee agrees to pay for the cost of any collection agency, or attorney, employed by the Lessor.

#### LIENS AND INSOLVENCY

19. Lessee shall keep the Premises free from any liens arising out of any work performed for, materials furnished to, or obligations incurred by Lessee, and shall hold Lessor harmless against the same. If Lessee files a petition in bankruptcy or insolvency or for re-organization under any bankruptcy act or shall be declared insolvent or bankrupt, or if any assignment of Lessee's property shall be made for the benefit of the creditors or otherwise, or if Lessee's leasehold interest herein shall be levied upon under execution, or seized by virtue of any writ of any court of law, or a trustee in bankruptcy, or a receiver by appointed for the property of Lessee, whether under operation of the State or the Federal Statutes, then Lessor may, at its option, immediately, without notice (notice being expressly waived), terminate this Lease and immediately take possession of said Premises. Such taking of possession shall not, however, terminate the continuing obligations of Lessee, including payment of rent.

#### SURRENDER OF POSSESSION

20. Lessee shall, upon time termination of this Lease or of Lessee's right to possession, remove from the Premises all of Lessee's furniture, trade fixtures, and other unattached personal property, and such alterations, additions or improvements required by Lessor to be removed pursuant to Paragraph 11 above, and shall repair or pay for all damage to the Premises caused by such removal. All such property remaining and every interest of Lessee in time same shall be conclusively presumed to have been conveyed by Lessee to Lessor under this Lease as a bill of sale, without compensation, allowance, or credit to Lessee. Lessee shall, upon termination of this lease or of Lessee's right of possession, deliver all keys to Lessor and peacefully quit and surrender time Premises and all equipment and fixtures comprising a part thereof notice,

neat and clean, and in as good condition as when Lessee took possession, except for reasonable wear and tear.

#### HOLDING OVER

21. In the event that lessee shall hold over and remain in possession of demised premises with the consent of lessor, such holding over shall be deemed to be from month to month only, and upon all of the same rents, terms, covenants and conditions as contained herein.

#### SUBROGATION WAIVER

22. Lessor and Lessee each herewith and hereby release and relieve the other and waives its entire right of recovery against the other for loss or damage arising out of or incident to the perils of fire, explosion or any other perils described in the "Extended Coverage" insurance endorsement approved for use in the State of Washington which occurs in, on, or about the Premises, whether due to the negligence of either party, their agents, employees or otherwise.

#### DEFAULT BY LESSOR

23. Lessor shall not be in default unless Lessor fails to perform its obligations within thirty (30) days after notice by Lessee specifying wherein Lessor has failed to perform; provided, that if the nature of Lessor's obligation is such that more than thirty (30) days of Lessee's notice and thereafter completes Lessor's performance within a reasonable time.

#### SALE OF PREMISES BY LESSOR

24. In the event of any sale of the property described in Exhibit "A", Lessor shall be and is hereby relieved of all liability under any and all of its covenants and obligations contained in or derived from this Lease arising out of any at, occurrence or omission occurring after the consummation of such sale; and the

purchaser, at such sale or any subsequent sale of Premises, shall be deemed, without any further agreement between the parties or their successors in interest or between the parties and any such purchaser, to have assumed and agreed to carry out and all of the covenants and obligations of the Lessor under this lease.

#### NOTICE

25. Any notice required to be given by either party to the other pursuant to the provisions of this Lease or any law, present or future, shall be in writing and shall be deemed to have been duly given or sent if either delivered personally or deposited in the United States mail, postage prepaid, registered or certified, return receipt requested, addressed to the Lessor at the address set forth on page 1 of this Lease, except that, upon Lessee's taking possession of the Leased Premises, the Premises shall constitute Lessee's address for notice purposes, or to such other address as either party may designate to the other in writing from time to time.

#### ENTIRE AGREEMENT

26. It is expressly understood and agreed by Lessor and Lessee that there are no promises, agreements, conditions, understandings, inducements, warranties, or representations, oral or written, expressed or implied, between them other than as herein set forth and that this Lease shall not be modified in any manner except by and instrument in writing and executed by time parties.

#### BINDING ON HEIRS, SUCCESSORS AND ASSIGNS

27. The covenants and agreements of this Lease shall be binding upon the heirs, executors, administrators, successors and assigns of both parties hereto, except as hereinabove provided.

#### NON-WAIVER OF BREACH

28. The failure of either party to insist on strict performance of any covenant or condition hereof, or to

exercise any option herein contained, shall not be construed as a waiver of such covenant, condition, or option in any other instance.

**SUBORDINATION**

29. This lease and the interest of Tenant hereunder shall at all times be subject to any and all now effective or hereafter executed mortgages and/or deeds of trust which may now or hereafter affect Lessor's estate in the real property of which the Premises form a part and to all renewals, modifications, replacements, or extensions thereof. Tenant shall promptly execute any instruments which may be required to evidence such subordination.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the date set forth below.

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**NORTH MASON REGIONAL FIRE AUTHORITY**

**BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON**

\_\_\_\_\_  
[DESIGNATED]

\_\_\_\_\_  
Randy Neatherlin, Chair

**ATTEST:**

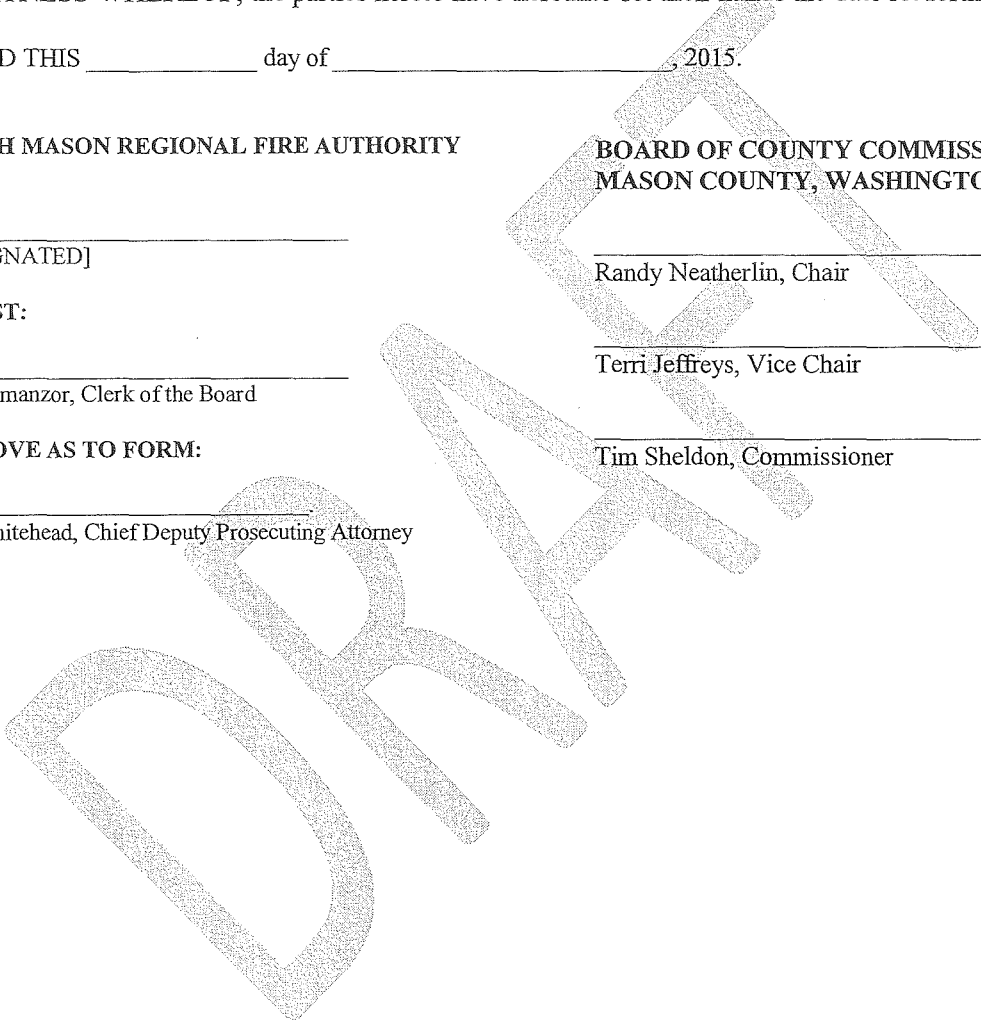
\_\_\_\_\_  
Terri Jeffreys, Vice Chair

\_\_\_\_\_  
Julie Almanzor, Clerk of the Board

**APPROVE AS TO FORM:**

\_\_\_\_\_  
Tim Sheldon, Commissioner

\_\_\_\_\_  
Tim Whitehead, Chief Deputy Prosecuting Attorney



STATE OF WASHINGTON

County of   MASON  

I certify that I know or have satisfactory evidence that \_\_\_\_\_ signed this instrument and acknowledged it to be [North Mason Regional Fire Authority Designee] free and voluntary act for the uses and purposes mentioned in the instrument.

DATED: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC, State of Washington  
My Appointment expires \_\_\_\_\_

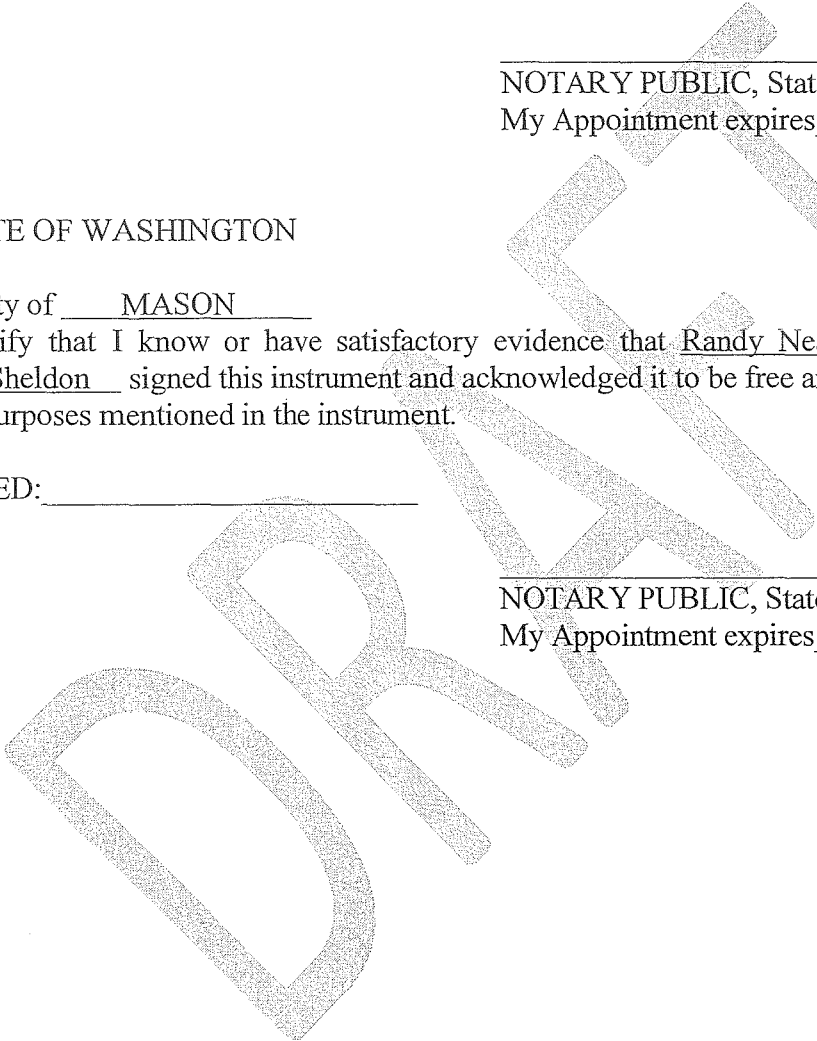
STATE OF WASHINGTON

County of   MASON  

I certify that I know or have satisfactory evidence that Randy Neatherlin, Terri Jeffreys and Tim Sheldon signed this instrument and acknowledged it to be free and voluntary act for the uses and purposes mentioned in the instrument.

DATED: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC, State of Washington  
My Appointment expires \_\_\_\_\_





*EXHIBIT "A"*

AND FILED

APR 14 1980

CLARENCE M. MOYER  
CLERK OF THE SUPERIOR COURT  
MASON COUNTY, WASH.

IN THE SUPERIOR COURT OF THE STATE OF WASHINGTON FOR MASON COUNTY

IN THE MATTER OF THE LAND LEASE )	NO. 14624
BETWEEN MASON COUNTY AND FIRE )	
PROTECTION DISTRICT NO. 2 OF )	PETITION FOR LEASE OF
MASON COUNTY )	COUNTY REAL PROPERTY

MASON COUNTY by and through the Board of County Commissioners respectfully petitions the Court as follows:

I.

The Petitioner has determined that the county real property described hereafter is not necessary to the future foreseeable needs of such county:

The Northwest portion of Mason County property described below, starting at the Northwest corner of said property, thence south along the west line 80' more or less, thence east 60' more or less, thence north 88' more or less to the boundary of said property, then southwesterly 62' more or less to the point of beginning, said Mason County property being described as that real estate:

Located in the NW $\frac{1}{4}$  of the NW $\frac{1}{4}$ , (South of the North Shore Highway), Section 1, Township 22 N., Range 2 W., W.M. Beginning at the NW corner of Assessor's Tract No. 24, as recorded in Records of Deeds, Book 159D, Page 452. Thence south along west line said Assessor's Tract No. 24, 189' more or less, to the north line of Assessor's Tract No. 8, thence west 141.73', to the east line of Assessor's Tract No. 6, as recorded in Records of Deeds, Book No. 159D, Page 31; thence northerly along east line of said Assessor's Tract No. 6, 140' more or less, to the south right of way of North Shore Highway; thence northeasterly along North Shore Highway 150.20' to the point of beginning.

WHEREFORE, Petitioner prays:

1. That the Court, by decree, declare the above described property is not necessary to the future foreseeable needs of Mason County.
2. That the Court, set a date for hearing upon this petition and direct the method and manner of publication of notice thereof.

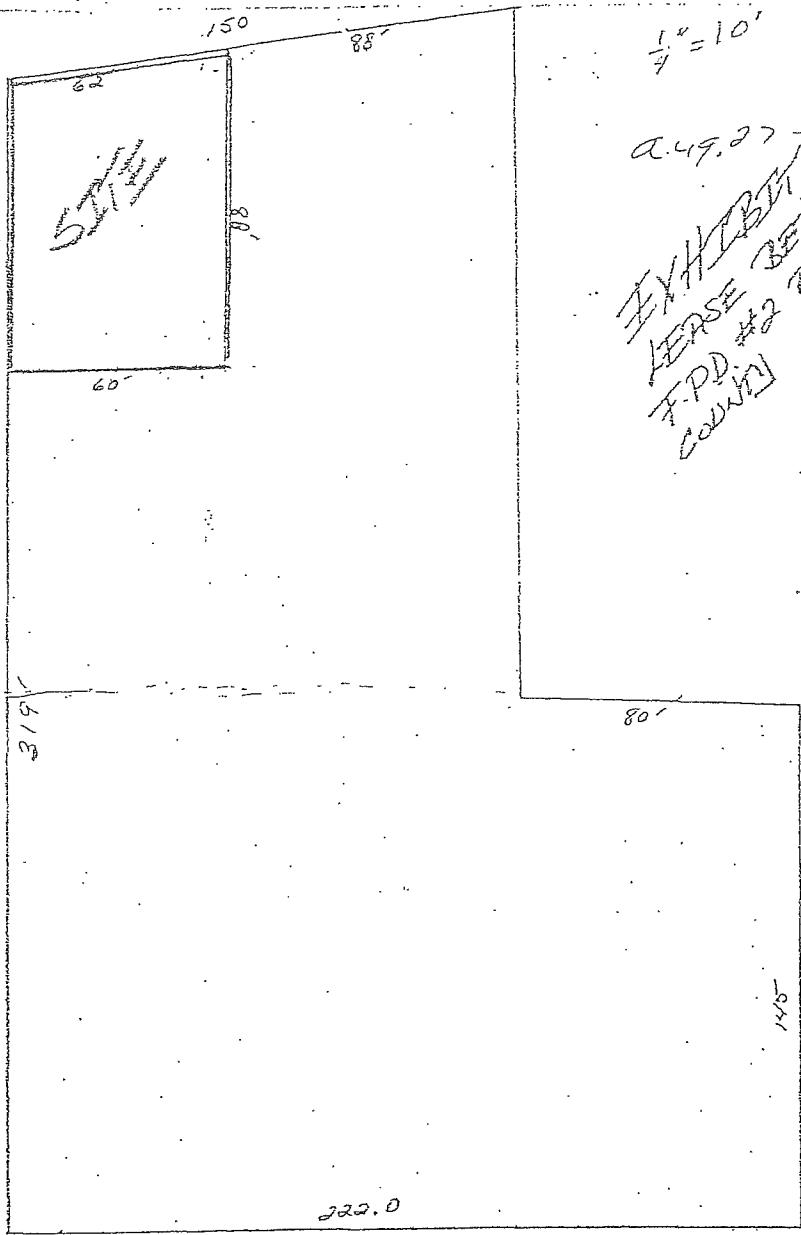
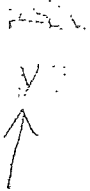
MASON COUNTY BOARD OF COMMISSIONERS

*[Signature]*  
Chairman

*[Signature]*  
Commr.

*[Signature]*  
Commr.





$\frac{1}{4}'' = 10'$

2.49.27  
EXHIBIT IS  
LEASE BETWEEN  
F.P.D. #2 AND MASON  
COUNTY 5/16/80

222.0

**MASON COUNTY  
BRIEFING ITEM SUMMARY FORM**

<b>TO:</b> BOARD OF MASON COUNTY COMMISSIONERS	
<b>FROM:</b> Brian Matthews	
<b>DEPARTMENT:</b> Public Works	<b>EXT:</b> 207
<b>BRIEFING DATE:</b> March 2, 2015	
<b>PREVIOUS BRIEFING DATES:</b> <i>(If this is a follow-up briefing, please provide only new information.)</i>	

**ITEM:** Financial System: WIN-CAMS/Point & Pay Software

**EXECUTIVE SUMMARY:** Win-Cams is the management and financial system utilized by the Public Works Department. Currently the Utilities & Waste Management Division can only accept cash or check for the services provide to customers.

WIN-CAMS can interface with Point and Pay and the current Landfill ticket software (Paradigm). Point and Pay will allow customers to pay utility and solid waste bills online and use a credit card at the Eells Hill Transfer Station. Point and Pay is the third party credit card processor used by all other county departments that accept credit or debit cards.

Cascade Software Systems, Inc. our Win-Cams contractor estimates it will cost about \$22,610.00 to complete the interface between the Win-Cams, Paradigm, Point and Pay systems and move all landfill and utilities balances from QuickBooks into WIN-CAMS.

Since this will be an addition to our existing software it will be a sole source purchase. Funded by Public Works/U&W Management Division.

**RECOMMENDED OR REQUESTED ACTION:** Recommend the Board of County Commissioners authorize, **at the March 10, 2015 Commission Meeting**, for Public Works/U&W Management to purchase software from Cascade Software Systems, Inc of Eugene, Oregon and issue a purchase order for the project. Estimated cost \$22,610.00. Purchase will be sole-source.

**Attachments:** Resolution  
Exhibit A  
Sole Source Justification Form

**MASON COUNTY  
COMMISSIONERS RESOLUTION NO: \_\_\_\_\_  
RESOLUTION AUTHORIZING THE PURCHASE OF CREDIT CARD SOFTWARE TO  
INTERFACE WITH CURRENT WIN-CAMS COST ACCOUNT MANAGEMENT SYSTEM  
SOFTWARE FROM CASCADE SOFTWARE SYSTEMS, INCORPORATED**

WHEREAS, the County is interested in implementing a credit card system into the current Public Works Financial system (WIN-CAMS) as described in Exhibit "A" hereto attached; and

WHEREAS, the RCW 39.04.280 provide exemptions to competitive bidding requirement for purchases that are clearly and legitimately to a single source of supply;

BE IT RESOLVED by the Board of County Commissioners as follows:

1. That Cascade Software Systems, Incorporated is the sole source supplier of the current financial software.
2. That the County is authorized to purchase the additional services to implement the Point and Pay credit card service without proceeding to secure competitive bids, estimated cost \$22,610.00

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

**BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON**

\_\_\_\_\_  
RANDY NEATHERLIN, Chair

ATTEST:

\_\_\_\_\_  
TERRI JEFFREYS, Vice Chair

\_\_\_\_\_  
Julie Almanzor, Clerk of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
TIM SHELDON, Commissioner

\_\_\_\_\_  
Tim Whitehead,  
Deputy Prosecuting Attorney

cc: Co. Commissioners  
Engineer  
JOURNAL: Publ. 1t: \_\_\_\_\_



# EXHIBIT "A"

**Cascade Software  
Systems, Inc.**

## Memo

**To:** Jennifer Beierle  
**From:** Aad F. Alkemade  
**CC:**  
**Date:** 01/28/15  
**Re:** WIN-CAMS: A/R – Point N Pay

---

In response to your recent request I hereby submit an estimate to implement the following CAMS changes:

1. Add Solid Waste A/R Module.
2. Interface: Import Landfill Tickets from Paradigm.
3. Implement Solid Waste A/R module:
  - a. Load Clients & Balances
  - b. Statement Forms
  - c. Support / Assistance
4. Re-activate Water & Sewer billing procedures:
  - a. Load Clients & Balances
  - b. Support / Assistance
5. Re-activate Loans billing procedures:
  - a. Load Clients, Loans and Balances
  - b. Support / Assistance
6. Add (Point N Pay) Export File option:
  - a. Four modules: A/R, Utilities A/R, Solid Waste A/R, and Loans
  - b. Assist with testing and implementation
7. Add (Point N Pay) Import File option:
  - a. Create new WIN-CAMS Cash Receipts
  - b. Assist with testing and implementation

Please fax return with Approval signature if you wish to proceed with above changes.

**Time**

1. License:	\$ 4,500
2. License:	\$ 1,500
3. Support:	\$ 3,000
4. Support:	\$ 2,500
5. Support:	\$ 2,000
6. License:	\$ 1,750
Testing / Implementation:	\$ 1,000
7. License:	\$ 1,250
Testing / Implementation:	\$ 1,000
Onsite Time (2 days)	<u>\$ 2,850</u>
Total	\$ 21,350

**Maintenance**

14% of Licenses (1, 2, 6, and 7)	\$ 1,260
----------------------------------	----------

Approved By:



## MASON COUNTY SOLE SOURCE JUSTIFICATION FORM

Date: March 2, 2015

Department: Public Works Department Contact: Brian Matthews  
Recommended Vendor: Cascade Software Systems, Inc.  
Address: PO Box 10723, Eugene, OR 97440-2723 Phone: (541)343-9160  
Cost Estimate: \$22,610.00

Describe the item requested and its function: Point and Pay software will interface with current management and financial system (WIN-CAMS) and Landfill Ticket software (Paradigm). Point and Pay is the third party credit card processor used by all other County Departments that accept credit or debit card payments.

1. Check the reasons for the sole source request:

- Sole Source: No other items are known to exist which performs the same function
- Special Design: Item is of specific design to fit in with an existing installation
- Consultant: Providing professional or technical expertise of a unique nature or location availability
- Proprietary: Item is held under exclusive title, trademark or copyright
- Warranty Service: The vendor is the sole provider of goods and services which the County has established a standard.
- Used item: The vendor/distributor is a holder of a used item that would represent good value and is advantageous to the County (attached information on market price, availability, etc)

3. Is this product available from other sources?  Yes  No

4. What necessary features does the vendor provide which are not available from other vendors?  
WinCams will provide the import and export files necessary to work with Point & Pay. WinCams is the only company that can do this since they are the management and financial system used by Public Works.

5. Can your requirements be modified so that competitive products or services may be used?  
 Yes  No

If yes, please explain modifications and potential costs: \_\_\_\_\_

6. How does the recommended vendor's prices or fees compare to the general market? WinCams provided the best product for the most competitive price when RFPs were done in 2010.

7. What steps were taken to verify that these features were not available elsewhere?

- Other brands manufactures were examined. Provide a list of phone numbers and names and explain why these did not meet the requirement: \_\_\_\_\_
- Other vendors were contacted but did not meet the requirements. Provide a list of companies and phone numbers and why they did not meet the requirements: \_\_\_\_\_
- Other, please explain: WinCams is the current cost accounting software used by Public Works, and Public Works has a good working relationship with the company. WinCams does not allow outside companies to build import and export files using their software.

My department's recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the County. I know of no conflict of interest on my part or personal involvement in any way with this request. No gratuities, favors or compromising action have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

Elected Official or Director Signature for Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**MASON COUNTY  
BRIEFING ITEM SUMMARY FORM**

<b>TO:</b> BOARD OF MASON COUNTY COMMISSIONERS	
<b>FROM:</b> Melissa McFadden	
<b>DEPARTMENT:</b> Public Works	<b>EXT:</b> 450
<b>BRIEFING DATE:</b> March 2, 2015	
<b>PREVIOUS BRIEFING DATES:</b> January 12, 2015 <i>(If this is a follow-up briefing, please provide only new information.)</i>	

**ITEM: County Road Project 1564, North Island Drive, Waiver of Payback – Canceled Project**

**EXECUTIVE SUMMARY:** On January 20, 2015, Commissioners approved the waiver of payback letter to County Road Administration Board for the cancellation of the road realignment and culvert replacement project on North Island Drive (County Road Project 1564, Resolution 45-12).

The project was cancelled due to the project costs jumping from the original estimated total cost of \$1,420,000 to \$3,230,365 (due to unstable soil conditions, utility easements, wetland impacts, and fish passage permit requirements) with RAP funding only covering \$1,233,000.

The Amendment No. 2 will add new language to the project agreement, per granted waiver of payback.

**RECOMMENDED OR REQUESTED ACTION:** Recommend the Board of execute Amendment No. 2, **at the March 10, 2014 Commission Meeting**, for County Road Project 1564, North Island Drive (road realignment and culvert replacement project) RAP Project No. 2307-01. Also, authorize the Chair to sign any further pertinent documents to close/cancel project.

Attachment(s): Amendment No. 2

STATE OF WASHINGTON - COUNTY ROAD ADMINISTRATION BOARD

RURAL ARTERIAL PROGRAM  
PROJECT AGREEMENT FOR CONSTRUCTION PROPOSAL

AMENDMENT NO. 2

Submitting County: Mason

Project Number: 2307-01

Date Approved: 04/19/2007

Road Number(s)	Road Name(s)	BMP(s)	EMP(s)	Segment #
39630	NORTH ISLAND DRIVE	0.310	1.310	1

This is Amendment No. 2 to the above described Project Agreement, between the County of Mason, hereinafter the "County" and the State of Washington County Road Administration Board, hereinafter the "CRABoard."

WHEREAS, the COUNTY and CRABoard desire to amend the original Project Agreement to allow waiver of payback of expended RATA funds under the conditions described in WAC 136-167-030.

NOW, THEREFORE, pursuant to chapter 36.79 RCW and in consideration of the terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof,

IT IS MUTUALLY AGREED AS FOLLOWS:

1. The following new language is added as section 8 to the Project Agreement:

Per the waiver of payback of withdrawn funds granted by the CRABoard on January 29, 2015, total funding is reduced to \$19,769, which provides for the design costs associated with pavement rehabilitation and resurfacing, as authorized under WAC 136-167-030.

All other terms and conditions of the original Project Agreement shall remain in full force and effect except as modified by Amendment No. 2.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AMENDMENT No. 2 as of the PARTY's date last signed below.

COUNTY ROAD ADMINISTRATION BOARD:

Mason COUNTY:

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

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

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

\_\_\_\_\_

\_\_\_\_\_

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



**MASON COUNTY  
BRIEFING ITEM SUMMARY FORM**

<b>TO:</b> BOARD OF MASON COUNTY COMMISSIONERS	
<b>FROM:</b> Brian Matthews	
<b>DEPARTMENT:</b> Public Works	<b>EXT:</b> 450
<b>BRIEFING DATE:</b> March 2, 2015	
<b>PREVIOUS BRIEFING DATES:</b> <i>(If this is a follow-up briefing, please provide only new information.)</i>	

**ITEM: Surplus ER&R Personal Property**

Background: ER&R has excess vehicles and survey equipment that have been replaced. The attached notice lists of all of these items requested to be declared surplus and disposed of at the Washington State Surplus Sales.

This process is pursuant to the County's comprehensive procedure for the management of County property (Ordinance 84-04, Mason County Code Chapter 3.40, Management and Disposition of Property) and the laws of the state of Washington.

Recommended Action: Recommend the Board, **at the March 10, 2015 Commission Meeting**, authorize ER&R to declare surplus of the attached list of vehicles and equipment at the Washington State Surplus Sales and/or donating/selling to government entity.

Attachments: Surplus info. list  
Notice

March 2, 2015

**Vehicle Surplus List:**

<u>Veh. #</u>	<u>Vehicle</u>	<u>Dept.</u>	<u>Mileage</u>	<u>Reason for Surplus</u>
17	2008 Chevy Impala	Sheriff	123,080	fair condition – no longer need
33	2000 Ford Crown Vic	Sheriff	131,000	(Skid car) give to Kitsap – rough
51	1995 Ford Taurus	Prosecutor	116,982	No longer used - old
80	2003 Crown Vic	Sheriff	156,700	high miles
130	2006 F-150 4x4	Sheriff	136,039	Barrett request - sell to Shelton PD
169	2002 Ford Crew Cab	Sheriff	169,332	Forest patrol vehicle – wore out

**Survey Equipment Surplus List:**

<u>Equip. #</u>	<u>Equipment</u>	<u>Yr Mfg.</u>	<u>Reason for Surplus</u>
011377	GPS 4700 Proxrs	1998	obsolete
011376	GPS 4700 Pkg UHF Radio	1998	obsolete
011375	Trimble Total Station 4800 UHF	1998	obsolete
011374	GPS 4800 UHF Total Station	1998	obsolete
011464	GPS Components – Not tagged	1998	obsolete
010407	Total Package Transit Set 2BII	1994	obsolete
11378	GPS antenna		obsolete
11379	GPS antenna		obsolete

**NOTICE OF SALE**

The Board of Mason County Commissioners has declared the following vehicles and survey equipment as surplus and will be disposed of at public auction.

**Vehicle List:**

17	2008 Chevy Impala	Mileage: 123,080	
33	2000 Ford Crown Vic (skid car)	Mileage:131,000	Donating to Kitsap County
51	1995 Ford Taurus	Mileage:116,982	
80	2003 Crown Vic	Mileage:156,700	Selling to Shelton Police Department
130	2006 F-150 4x4	Mileage:136,039	
169	2002 Ford Crew Cab	Mileage:169,332	

**Survey Equipment List:**

011377	GPS 4700 Proxrs (1998)
011376	GPS 4700 Pkg UHF Radio (1998)
011375	Trimble Total Station 4800 UHF (1998)
011374	GPS 4800 UHF Total Station (1998)
011464	GPS Components – Not tagged (1998)
010407	Total Package Transit Set 2BII (1994)
11378	GPS antenna
11379	GPS antenna

The above items will be sold by Washington State Surplus Programs, 7511 New Market Street, Tumwater, WA 98512, Phone: (360) 753-3508, unless noted above. Sale normally will be on [www.publicsurplus.com](http://www.publicsurplus.com) and Washington State Surplus web site: [www.ga.wa.gov/surplus](http://www.ga.wa.gov/surplus)

Dated this \_\_\_\_\_ day of March, 2015

BOARD OF COUNTY COMMISSIONERS OF  
MASON COUNTY, WASHINGTON

\_\_\_\_\_  
Julie Almanzor, Clerk of the Board.

cc: Cmmrs  
Engineer  
Journal (Shelton): Publ. 1t: 3/19/15 & 3/26/15

Monday, March 2 briefing

Kitsap County would like an opportunity to brief the Mason County Commissioners on the Kitsap Peninsula Water Trails Alliance and was wondering what would be the best opportunity to do so. You had indicated that their meetings are on Mondays. What is the avenue to get on their agenda? We would be looking for 30 minutes if possible.

The topics of discussion would include:

- 1) The recent National Water Trails designation for the Kitsap Peninsula
- 2) The Kitsap Peninsula Water Trails Alliance concept
- 3) Mason County involvement (mapping of existing or future facilities, signage standards, marketing, etc.)

# Kitsap Peninsula Water Trails Info Sheet

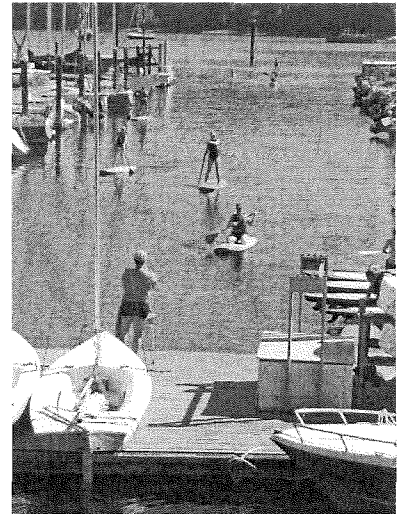
## Vision:

A network of launch and landing sites, or “trail heads,” that allow people in human-powered boats and beachable craft to enjoy the historic, scenic and environmental richness of Puget Sound through continuous, multiple-day and single-day trips. The trail will promote safe and responsible use, while protecting and increasing appreciation of its environmental and cultural resources through education and eco-tourism.

## Geographical Scope:

Kitsap Peninsula Water Trails stretch along 371 miles of spectacular shoreline from North Kitsap County at Foulweather Bluff on the north, to Bainbridge Island on the east, to the Tacoma Narrows Bridge on the south, and to the waters of Hood Canal on the west. The trails travel around the shorelines of three large land masses:

Kitsap Peninsula, Key Peninsula and Bainbridge Island and are located primarily in Kitsap County, and partly in Mason and Pierce Counties.



Currently, 13 separate trails, designed as a continuous, seamless regional trail experience, make up the Kitsap Peninsula Water Trails. Each trail can be experienced as a day trip. The vision for the trails includes adding existing access sites in southern Kitsap Peninsula, Hood Canal, and in Mason and Pierce Counties.

## Cascadia Marine Trail Connection

Kitsap Peninsula Water Trails overlap a discreet section of the Cascadia Marine Trail, a water route established in 1993 by the non-profit organization Washington Water Trails Association and WA State Parks and Recreation Commission, in partnership with port districts and city, county, and regional parks. The Cascadia Marine Trail stretches from south Puget Sound to the Canadian border—a 90-mile distance that includes almost 2,000 miles of shoreline. The trail includes trailheads for accessing the water and campsites for overnight use by people using human-powered water craft. Kitsap Peninsula Water Trails and Washington Water Trails Association are working together to synchronize information on access sites, establish trail standards and promote stewardship along the trails.

### **What is a Water Trail?**

Water Trails are routes suitable for human-powered boats like canoes, rafts, paddleboards and kayaks, as well as for recreational motorized watercraft. Like pedestrian, bicycle, and equestrian trails, water trails connect destinations.

Water trail amenities include access sites, boat launches, day-use areas, fishing accesses, and camping areas. Water trails can also serve as educational venues that create interactive educational experiences regarding the geology, pre-history, history, ecology and commerce of an area.

Water trails vary from short routes along shorelines to loops around lakes and lagoons. They may stretch hundreds of river miles through several states or they may follow the coastline and connect with maritime ports or remote islands.

Regardless of their length or configuration, water trails are valuable assets to cities and counties, providing recreational and educational opportunities for both citizens and visitors. Water trails also help people discover new perspectives about their waterways and their communities, raise awareness of watershed stewardship and serve as economic engines through tourism and its associated hospitality industry.

### Trail Users

The water trail is designed to enhance the infrastructure and support of boaters in human-powered and beachable craft, such as kayaks, canoes, rowing shells, paddleboards, native canoes, sailboats, dragon boats, rowboats, windsurfers, and kite boards. However, all boaters, including those in motor boats, will benefit from the water trails' promotion of the region's educational, cultural and recreational resources and the call for stewardship and sustainability.

Current Project Leadership: Kitsap County, Visit Kitsap Peninsula, Olympic Outdoor Center



National Water Trail System

Through the efforts of dedicated volunteers, the Kitsap Peninsula Water Trail was recently designated a National Water Trail by the US Department of Interior. As well as the only designated water trail in Washington State it is also the only salt-water water trail nationwide. A very important step for local water trails efforts that, with planning and management, can have significant economic and tourism benefits to our peninsula. For information regarding National Water Trails please visit [www.nps.gov/watertrails](http://www.nps.gov/watertrails).

Water Trails Action Plan

In 2013, Kitsap County successfully applied for a technical assistance grant from the National Park Service (NPS) to help strengthen and

build the Kitsap Peninsula Water Trails Alliance, and to guide development of a management plan for the trails. The grant provides time and travel from a project-dedicated NPS community planner from October 2013 through September 2015. Previous NPS assistance grants were recently won for development of the North Kitsap Trails Plan and the Poulsbo Trails Plan.

Planning Assistance

National Park Service Rivers, Trails and Conservation Assistance Program

Washington State Parks

Past and Current Supporters

**Planning Committee**

- Kitsap County
- Visit Kitsap Peninsula
- Olympic Outdoor Center
- Washington Water Trails Association

New Members Needed

- Pierce County and its communities
- Mason County and its communities
- Additional port districts
- Conservation Groups
- Parks Districts
- Foundations
- Chambers of Commerce
- School Districts

**Supporters**

- Bainbridge Island Park & Recreation District
- City of Bainbridge
- City of Bremerton
- City of Poulsbo
- North Kitsap Trails Association
- Port Resources
- Port of Allyn
- Port of Bremerton
- Port of Brownsville
- Port of Indianola
- Port of Kingston
- Port of Poulsbo
- Port of Silverdale
- Port Orchard Bay Street Owners Association
- Suquamish Tribe

And YOU

**The Benefits of Water Trails**

- Help people discover a new perspective of their waterways and communities
- Build and strengthen partnerships with neighboring water and shoreline managers
- Pool resources to manage recreation sites and nearby resources
- Combine outreach efforts and provide interpretive information
- Boost local economies
- Win grants that target partnership efforts (local and regional)
- Create a quality experience on the water for boaters
- Improve stewardship of natural and cultural resources along waterways
- Highlight safety on the water
- Provide better access and more facilities for non-motorized boaters
- Tell more cultural and historical stories
- Get kids interested in their “back yards”



**MASON COUNTY  
AGENDA ITEM SUMMARY FORM**

<b>TO: BOARD OF MASON COUNTY COMMISSIONERS</b>	
<b>FROM: Casey Bingham</b>	
<b>DEPARTMENT: Public Health</b>	<b>EXT: <u>562</u></b>
<b>BRIEFING DATE: 3/2/15</b>	
<b>PREVIOUS BRIEFING DATES: (If this is a follow-up briefing, please provide only new information)</b>	

**ITEM: Approval of Amendment #10 to Professional Service Contract Between Mason County Public Health and Eunice Santiago.**

**Background:** This is an Amendment to an existing contract that expired on 12/31/2014. The contract provides Maternity Support Services to qualified Mason County residents. The budgeted amount for 2015 was \$29,000 that is reimbursable from Medicaid.

**RECOMMENDED ACTION:** Move to approve the Professional Service Contract amendment #10 between Mason County Health and Eunice Santiago

**Attachment(s):** Contract Amendment

Contract Between

Mason County Department of Health Services  
and  
Eunice T. Santiago, MA, RC  
Professional Services Contract  
Maternity Support Services  
Amendment # 10

The purpose of this amendment is to extend the duration of the contract.

IT IS MUTUALLY AGREED THEREFORE: That the Original Contract is hereby amended as follows:

1. V. Duration of the Contract

The terms of this contract and the performance of the contractor shall be extended to the time period of January 1, 2015 through December 31, 2015 or until the termination of the program funding this contract through MAA.

ALL OTHER TERMS AND CONDITIONS of the original Contract and any subsequent amendments hereto remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

CONTRACTOR

HEALTH

\_\_\_\_\_  
Eunice Santiago

\_\_\_\_\_  
Randy Neatherlin, Chair  
Mason County Board of Commissioners

\_\_\_\_\_  
Vicki Kirkpatrick, Director  
Mason County Public Health & Human  
Services

# Mason County Department of Health Services

## Professional Services Contract

I. **THIS AGREEMENT** is made by and between Mason County Department of Health Services, hereinafter referred to as "Health," and Eunice T. Santiago, hereinafter referred to as the "Contractor."

II. **CONTRACTOR**

Eunice T. Santiago, MA, RC  
3133 S. Lorne Street  
Olympia, WA 98501  
Phone (360) 754-1216  
Registered Counselor Number: RC00032235

III. **SERVICES**

- A. The **General Terms and Conditions** outlined in Exhibit "A" shall govern all rights and obligations of the parties to this contract.
- B. The **Assurances** outlined in Exhibit "B" shall constitute the Contractor's legal obligation to state and federal mandate.
- C. The Contractor shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance, as are identified and designated as Contractor responsibilities throughout this Contract and in the **Statement of Work** outlined in Exhibit "C" attached hereto and incorporated herein by this reference.

IV. **SERVICE REPORTING REQUIREMENTS**

The Contractor shall submit program reports on a monthly basis. The format of the reports will be jointly agreed to by Health and the Contractor.

V. **DURATION OF CONTRACT**

The terms of this Contract and the performance of the Contractor shall commence on September 27, 2005 and terminate on December 31, 2005.

VI. **COMPENSATION AND METHOD OF PAYMENT**

A. **Agreement Amounts**

Health shall pay the Contractor as detailed in **Scope of Work** outlined in Exhibit "C" attached hereto and incorporated herein by this reference. The compensation for this contract shall not exceed the amounts reimbursed by MAA.

B. **Performance Review/Payment**

- 1. No payment in advance or in anticipation of services to be provided under this agreement shall be made by Health.
- 2. Compensation for services shall be based on invoices for reimbursement of services provided in accordance with the requirements and procedures outlined in this contract.

# Exhibit "A"

## General Terms and Conditions

1. **Definitions:** Terms used throughout this Contract which are defined in Title 275 WAC shall have meanings as defined therein. Additionally, the following terms shall have the meanings set forth below:
  - A. **"Acquisition cost"** shall mean that amount expended for property, excluding interest, plus, in the case of property acquired with a trade-in, the book value (acquisition cost less amount depreciated through the date of trade-in) of the property traded in. Property which was expended when acquired has a book value of zero when traded in.
  - B. **"Contract"** shall mean the clauses as set forth herein and any agreement between Health and a Contractor which incorporates by reference this Contract.
  - C. **"Equipment"** shall mean an article of nonexpendable, tangible property other than land, buildings, or improvements other than buildings, which is used in operations and having a useful life of more than one year and an acquisition cost of \$5,000 or more
  - D. **"Subcontract"** shall mean an agreement between a Contractor and subContractor that is based on any contract, as defined herein: provided that, the term subcontract does not include the purchase of (1) supplies or, (2) support services that do not directly affect the clients' Health or welfare.
  - E. **"SubContractor"** shall mean any person, partnership, corporation, association or organization, not in the employment of Health, or the Contractor, who is performing all or part of those services under subcontract from the Contractor. The term "subContractor(s)" mean subContractor(s) in any tier.
  - F. **"Sub-recipient"** shall mean any person or government Health, agency, or establishment that receives federal financial assistance through the State to carry out a program for which they are accountable through an agreement, a contract, subcontract, or an award.
  - G. **"Vendor"** shall mean a dealer, distributor, merchant or other seller providing goods or services that are required for the conduct of a federal program. A vendor operates in a competitive environment and is a provider of goods or services, which are ancillary to the federal program, to many different purchasers during "normal" business hours. "A vendor" does not: determine who is eligible to receive what federal financial assistance; have its performance measured against the objectives of the federal program; make programmatic decisions; have the responsibility to adhere to federal compliance requirements; or use federal funds to carry out Health's programs rather than provide goods and services for a program of another entity.
  
2. **Contractor Responsibilities**
  - A. Abide by the terms of this agreement.
  - B. Administer all contract related activities in accordance with all applicable federal and state statutes, as well as local fire, Health, sanitation and other standards prescribed in law, regulations or policies.

In the event this contract is terminated as provided above, the department shall be entitled to pursue the same remedies against the Contractor as it could pursue in the event of a breach of the contract by the Contractor. The rights and remedies of the department provided for in this section are in addition to any other rights and remedies provided by law. Any determination made by the contracting officer under this clause shall be an issue and may be reviewed as provided in the "disputes" clause of this agreement.

7. **Safeguarding Of Client Information:** The use or disclosure by any party of any information concerning a client obtained in providing service under this agreement shall be subject to Chapter 42.17 RCW and Chapter 70.02 RCW, as well as any other applicable federal and state statutes and regulations.
8. **Rights in Data:** Unless otherwise provided, data which originates from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by Health. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

Records and other documents, in any medium, furnished by one party to this agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.
9. **Licensing And Accreditation Standards:** The Contractor shall comply with all applicable local, state, and federal licensing and accrediting requirements/standards, necessary in the performance of this contract.
10. **Limitation Of Authority:** Only the Contracting Officer or his/her delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this contract on behalf of the department. No alteration, modification, or waiver of any clause or condition of this contract is effective or binding unless made in writing and signed by the Contracting Officer.
11. **Waiver Of Default:** Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver of a breach of any provision of the contract shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of the agreement unless stated to be such in writing, signed by the Contracting Officer of the department, and attached to the original contract.
12. **Termination For Default:** Failure of the Contractor to perform any of the contract provisions may result in termination for default. The Contracting Officer may, by written notice, terminate the contract in whole or in part. In such event the Contractor shall be liable for damages as authorized by law, including, but not limited to, any cost difference between the original contract and the replacement or cover contract, such as the cost of the competitive bidding, mailing, advertising and staff time. If, subsequent to termination, it is determined for any reason that (1) the Contractor was not in default, or (2) the Contractor's failure to perform was not his/her or his/her subContractor's fault or negligence, the termination shall be deemed to be a "termination for convenience."
13. **Termination For Convenience:** Except as otherwise provided in this contract, the Contracting

## Exhibit "B"

### Assurances

The Contractor agrees that a false statement on this certification may be grounds for termination of the award. In addition, in respect to federal funds, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both. In the event of the Contractor's noncompliance or refusal to comply with these assurances, this contract may be rescinded, canceled or terminated in whole or in part and the Contractor may be declared ineligible for further contracts with Health. The Contractor shall, however, be given a reasonable time in which to resolve such noncompliance.

The Contractor agrees, if applicable, to comply with the Certifications and Assurances identified as follows:

1. Assurance is hereby given to Health that the Contractor will comply with: State funds received pursuant to RCW 43.70.580, Section (2) (b), "State funds shall be used solely to expand and complement, but not to supplant city and county government support for public Health programs."
2. Assurance is hereby given that the Contractor will comply with the Hatch Act (5 U.S.C. 1501-1508) relating to federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs and Intergovernmental Personnel Act of 1970, as amended by Title VI of Civil Service Reform Act (Public Law 95-454, Section 4728-4763) relating to prescribed standards for merit systems.
3. Will comply with PL 93-348 regarding protection of human subjects involved in research development, and related activities supported by this award of assistance.
4. Will comply with Laboratory Animal Welfare Act of 1966 (PL 89-544) as amended, 7 U.S.C. 2171 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
5. Assurance is hereby given to Health that the Contractor will comply with the Anti-Lobbying act, Title 31 U.S.C., Section 1352 (added under Section 319 of Public Law 101-121) as revised by the Lobbying Disclosure Act of 1995 (PL 104-65). Further, the Contractor shall require that the language of this assurance be included in the award documents of all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
6. Assurance is hereby given to Health that the Contractor will comply with federal regulation regarding debarment and suspension (45 CFR Part 76) and certifies to the best of its knowledge and belief that it and its subContractors:
  - A. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Health or agency;
  - B. have not within a 3 year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - C. are not presently indicted or for otherwise criminally or civilly charged by a governmental



# Exhibit "C"

## Scope of Work

### Contractor's responsibilities

1. Provide documentation to demonstrate necessary staff qualifications of the Maternity Support Services/Infant Case Management (MSS/ICM) Program. These include but are not limited to below:
  - A. Provide documentation of current Registration as a counselor in the state of Washington and meet necessary staff qualifications of the First Steps and MSS/ICM Program.
2. Agreement to comply with MSS/ICM Program Assurances.
  - A. Provide MSS/ICM behavioral health services as part of Health MSS/ICM team.
  - B. Provide MSS/ICM performance measures as part of the Health MSS/ICM team.
3. Utilize Health MSS/ICM team supplies and materials.
  - A. Utilize central medical records for documentation.
  - B. Health's forms and educational materials (if available to Health at no charge) and supplies will be provided. Any additional program enhancement materials must be provided at the contractor's expense.
  - C. Contractor may utilize Health's copy machine for preparation of educational materials at no additional charge.
  - D. Contractor may utilize clinic rooms for office visits, and equipment for scheduling, documentation and reporting at no additional charge on a space available basis.
4. Agreement to comply with Mason County Department of Health Services policies and procedures and quality assurance requirements.
5. Compensation Agreement
  - A. Provide weekly billing of services rendered.
  - B. Health will pay the contractor the amount billed to MAA less 15% indirect charges. Payment will be made consistent with Health's usual warrant payment schedule.

**MASON COUNTY  
AGENDA ITEM SUMMARY FORM**

<b>TO: BOARD OF MASON COUNTY COMMISSIONERS</b>	
<b>FROM: Casey Bingham</b>	
<b>DEPARTMENT: Public Health</b>	<b>EXT: <u>562</u></b>
<b>BRIEFING DATE: 3/2/15</b>	
<b>PREVIOUS BRIEFING DATES: (If this is a follow-up briefing, please provide only new information)</b>	

**ITEM:** Amendment #4 for Interpreter Personal Service Contracts

Renews interpreter and back-up interpreter contracts for another year

**Amends Statement of work for:**

**Background:** The interpreters are utilized by staff when needing to call or conduct a home or office visit with a non-English speaking client. If the program grant covers these costs the cost is charged to the program such as Children with Special Health Care Needs. In the case of TB interpretation, it is charged to the county dollars for interpreter services.

**RECOMMENDED ACTION:**

**RECOMMENDED ACTION:** Approve both Amendment #4 for Professional Services Contract with Rosa Borja and Amendment #4 for Professional Services Contract with Eunice Santiago for the consent agenda.

**Attachment(s):** Contract Amendment

Contract Between

Mason County Department of Health Services  
And  
Eunice T, Santiago, MA  
Professional Services Contract  
Interpreter Services  
Amendment # 4

The purpose of this amendment is to extend the duration of the contract.

IT IS MUTUALLY AGREED THEREFORE: That the Original Contract is hereby amended as follows:

1. The period of this contract shall be amended to the time period of January 1, 2015 through December 31, 2015.

ALL OTHER TERMS AND CONDITIONS of the original Contract and any subsequent amendments hereto remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof on the \_\_\_\_ day of \_\_\_\_\_, 2015.

CONTRACTOR

HEALTH

\_\_\_\_\_  
Eunice Santiago

\_\_\_\_\_  
Randy Neatherlin, Chair  
Mason County Board of Commissioners

\_\_\_\_\_  
Vicki Kirkpatrick, Director  
Mason County Public Health & Human  
Services

# Exhibit "A"

## General Terms and Conditions

1. **Definitions:** Terms used throughout this Contract which are defined in Title 275 WAC shall have meanings as defined therein. Additionally, the following terms shall have the meanings set forth below:
  - A. **"Acquisition cost"** shall mean that amount expended for property, excluding interest, plus, in the case of property acquired with a trade-in, the book value (acquisition cost less amount depreciated through the date of trade-in) of the property traded in. Property which was expended when acquired has a book value of zero when traded in.
  - B. **"Contract"** shall mean the clauses as set forth herein and any agreement between Health and a Contractor which incorporates by reference this Contract.
  - C. **"Equipment"** shall mean an article of nonexpendable, tangible property other than land, buildings, or improvements other than buildings, which is used in operations and having a useful life of more than one year and an acquisition cost of \$5,000 or more
  - D. **"Subcontract"** shall mean an agreement between a Contractor and subContractor that is based on any contract, as defined herein: provided that, the term subcontract does not include the purchase of (1) supplies or, (2) support services that do not directly affect the clients' Health or welfare.
  - E. **"SubContractor"** shall mean any person, partnership, corporation, association or organization, not in the employment of Health, or the Contractor, who is performing all or part of those services under subcontract from the Contractor. The term "subContractor(s)" mean subContractor(s) in any tier.
  - F. **"Sub-recipient"** shall mean any person or government Health, agency, or establishment that receives federal financial assistance through the State to carry out a program for which they are accountable through an agreement, a contract, subcontract, or an award.
  - G. **"Vendor"** shall mean a dealer, distributor, merchant or other seller providing goods or services that are required for the conduct of a federal program. A vendor operates in a competitive environment and is a provider of goods or services, which are ancillary to the federal program, to many different purchasers during "normal" business hours. "A vendor" does not: determine who is eligible to receive what federal financial assistance; have its performance measured against the objectives of the federal program; make programmatic decisions; have the responsibility to adhere to federal compliance requirements; or use federal funds to carry out Health's programs rather than provide goods and services for a program of another entity.
2. **Contractor Responsibilities**
  - A. Abide by the terms of this agreement.
  - B. Administer all contract related activities in accordance with all applicable federal and state statutes, as well as local fire, Health, sanitation and other standards prescribed in law, regulations or policies.
  - C. Maintain books, records, documents and other evidence which are necessary for purpose of audit and sufficiently and properly reflect all direct and indirect costs expended in the performance of the services described herein necessary. These records shall be subject to

## Exhibit "B"

### Assurances

The Contractor agrees that a false statement on this certification may be grounds for termination of the award. In addition, in respect to federal funds, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both. In the event of the Contractor's noncompliance or refusal to comply with these assurances, this contract may be rescinded, canceled or terminated in whole or in part and the Contractor may be declared ineligible for further contracts with Health. The Contractor shall, however, be given a reasonable time in which to resolve such noncompliance.

The Contractor agrees, if applicable, to comply with the Certifications and Assurances identified as follows:

1. Assurance is hereby given to Health that the Contractor will comply with: State funds received pursuant to RCW 43.70.580, Section (2) (b), "State funds shall be used solely to expand and complement, but not to supplant city and county government support for public Health programs."
2. Assurance is hereby given that the Contractor will comply with the Hatch Act (5 U.S.C. 1501-1508) relating to federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs and Intergovernmental Personnel Act of 1970, as amended by Title VI of Civil Service Reform Act (Public Law 95-454, Section 4728-4763) relating to prescribed standards for merit systems.
3. Will comply with PL 93-348 regarding protection of human subjects involved in research development, and related activities supported by this award of assistance.
4. Will comply with Laboratory Animal Welfare Act of 1966 (PL 89-544) as amended, 7 U.S.C. 2171 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
5. Assurance is hereby given to Health that the Contractor will comply with the Anti-Lobbying Act, Title 31 U.S.C., Section 1352 (added under Section 319 of Public Law 101-121) as revised by the Lobbying Disclosure Act of 1995 (PL 104-65). Further, the Contractor shall require that the language of this assurance be included in the award documents of all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
6. Assurance is hereby given to Health that the Contractor will comply with federal regulation regarding debarment and suspension (45 CFR Part 76) and certifies to the best of its knowledge and belief that it and its subContractors:
  - A. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Health or agency;
  - B. have not within a 3 year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - C. are not presently indicted or for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in Section b above; and
  - D. have not within a three year period preceding this agreement had one or more public

# Exhibit "C"

## Scope of Work

### Contractor's responsibilities

1. Provide documentation to demonstrate necessary staff qualifications for language interpretation. These include but are not limited to below:
  - A. Medical DSHS certification or
  - B. The county, at its discretion, may choose another certification or proof of qualification, which is an acceptable substitute, such as certification from colleges, language programs or other states.
2. Agreement to comply with DOH & DSHS Program Assurances.
3. Utilize Health supplies and materials.
  - A. Utilize central medical records for documentation.
  - B. Health's forms and educational materials (if available to Health at no charge) and supplies will be provided. Any additional program enhancement materials must be provided at the contractor's expense.
  - C. Contractor may utilize Health's copy machine for preparation of educational materials at no additional charge.
  - D. Contractor may utilize clinic rooms for office visits, and equipment for scheduling, documentation and reporting at no additional charge on a space available basis.
  - E. Contractor may ride with the county employee for whom they are interpreting. There would not be a travel reimbursement if they choose to utilize their own transportation.
4. Agreement to comply with Mason County Public Health and Interpreter policies and procedures and quality assurance requirements.



Contract Between

Mason County Department of Health Services  
And  
Rosa Borja  
Professional Services Contract

Amendment # 4

The purpose of this amendment is to extend the duration of the contract.

IT IS MUTUALLY AGREED THEREFORE: That the Original Contract is hereby amended as follows:

1. V. Duration of the Contract

The terms of this contract and the performance of the contractor shall be extended to the time period of January 1, 2015 through December 31, 2015.

ALL OTHER TERMS AND CONDITIONS of the original Contract and any subsequent amendments hereto remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof on the \_\_\_\_ day of \_\_\_\_\_, 2015.

CONTRACTOR

HEALTH

\_\_\_\_\_  
Rosa Borja

\_\_\_\_\_  
Randy Neatherlin, Chair  
Mason County Board of Commissioners

\_\_\_\_\_  
Vicki Kirkpatrick, Director  
Mason County Public Health & Human  
Services

# Mason County Public Health Professional Services Contract

I. THIS AGREEMENT is made by and between Mason County Public Health Services, hereinafter referred to as "Health," and Rosa Borja, hereinafter referred to as the "Contractor."

II. CONTRACTOR

Rosa Borja  
9413 Crete Street  
Olympia, WA 98501  
Phone (360) 456-8266

Contractor and Health agree that Contractor is an independent contractor with respect to the services provided pursuant to this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties. Neither Contractor nor any employee of Contractor shall be entitled to any benefits accorded Health employees by virtue of the services provided under this Agreement. Health shall not be responsible for paying, withholding, or otherwise deducting any customary state or federal payroll deductions, including but not limited to FICA, FUTA, state industrial insurance, state workers compensation, or otherwise assuming the duties of an employer with respect to Contractor or any employee of Contractor.

III. SERVICES

- A. The General Terms and Conditions outlined in Exhibit "A" shall govern all rights and obligations of the parties to this contract.
- B. The Assurances outlined in Exhibit "B" shall constitute the Contractor's legal obligation to state and federal mandate.
- C. Contractor shall provide Interpreter Services for Health staff communications with clients or other members of the public. Contractor shall provide such service upon request of the Health staff and as more fully described on Exhibit "C" attached hereto and incorporated herein by this reference as if fully set forth herein or in this contract

IV. SERVICE REPORTING REQUIREMENTS

The Contractor shall submit program reports on a monthly basis. The format of the reports will be jointly agreed to by Health and the Contractor.

V. DURATION OF CONTRACT

The terms of this Contract and the performance of the Contractor shall commence on July 20, 2009, and terminate on June 30, 2010.

VI. COMPENSATION AND METHOD OF PAYMENT

A. Agreement Amounts

- 1. Call-in for contractor services will be a minimal of 2 hours pay.
- 2. Health will pay the contractor the amount of \$20/hour for back-up interpreter services when the primary interpreter is unable to provided services. Payment will come from the primary interpreter contract budget for a maximum consideration of \$12,000/ contract year. Payment will be made consistent with Health's usual warrant payment schedule.

# Exhibit "A"

## General Terms and Conditions

1. **Definitions:** Terms used throughout this Contract which are defined in Title 275 WAC shall have meanings as defined therein. Additionally, the following terms shall have the meanings set forth below:
  - A. **"Acquisition cost"** shall mean that amount expended for property, excluding interest, plus, in the case of property acquired with a trade-in, the book value (acquisition cost less amount depreciated through the date of trade-in) of the property traded in. Property which was expended when acquired has a book value of zero when traded in.
  - B. **"Contract"** shall mean the clauses as set forth herein and any agreement between Health and a Contractor which incorporates by reference this Contract.
  - C. **"Equipment"** shall mean an article of nonexpendable, tangible property other than land, buildings, or improvements other than buildings, which is used in operations and having a useful life of more than one year and an acquisition cost of \$5,000 or more
  - D. **"Subcontract"** shall mean an agreement between a Contractor and subContractor that is based on any contract, as defined herein: provided that, the term subcontract does not include the purchase of (1) supplies or, (2) support services that do not directly affect the clients' Health or welfare.
  - E. **"SubContractor"** shall mean any person, partnership, corporation, association or organization, not in the employment of Health, or the Contractor, who is performing all or part of those services under subcontract from the Contractor. The term "subContractor(s)" mean subContractor(s) in any tier.
  - F. **"Sub-recipient"** shall mean any person or government Health, agency, or establishment that receives federal financial assistance through the State to carry out a program for which they are accountable through an agreement, a contract, subcontract, or an award.
  - G. **"Vendor"** shall mean a dealer, distributor, merchant or other seller providing goods or services that are required for the conduct of a federal program. A vendor operates in a competitive environment and is a provider of goods or services, which are ancillary to the federal program, to many different purchasers during "normal" business hours. "A vendor" does not: determine who is eligible to receive what federal financial assistance; have its performance measured against the objectives of the federal program; make programmatic decisions; have the responsibility to adhere to federal compliance requirements; or use federal funds to carry out Health's programs rather than provide goods and services for a program of another entity.
2. **Contractor Responsibilities**
  - A. Abide by the terms of this agreement.
  - B. Administer all contract related activities in accordance with all applicable federal and state statutes, as well as local fire, Health, sanitation and other standards prescribed in law, regulations or policies.
  - C. Maintain books, records, documents and other evidence which are necessary for purpose of audit and sufficiently and properly reflect all direct and indirect costs expended in the performance of the services described herein necessary. These records shall be subject to

## Exhibit "B"

### Assurances

The Contractor agrees that a false statement on this certification may be grounds for termination of the award. In addition, in respect to federal funds, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both. In the event of the Contractor's noncompliance or refusal to comply with these assurances, this contract may be rescinded, canceled or terminated in whole or in part and the Contractor may be declared ineligible for further contracts with Health. The Contractor shall, however, be given a reasonable time in which to resolve such noncompliance.

The Contractor agrees, if applicable, to comply with the Certifications and Assurances identified as follows:

1. Assurance is hereby given to Health that the Contractor will comply with: State funds received pursuant to RCW 43.70.580, Section (2) (b), "State funds shall be used solely to expand and complement, but not to supplant city and county government support for public Health programs."
2. Assurance is hereby given that the Contractor will comply with the Hatch Act (5 U.S.C. 1501-1508) relating to federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs and Intergovernmental Personnel Act of 1970, as amended by Title VI of Civil Service Reform Act (Public Law 95-454, Section 4728-4763) relating to prescribed standards for merit systems.
3. Will comply with PL 93-348 regarding protection of human subjects involved in research development, and related activities supported by this award of assistance.
4. Will comply with Laboratory Animal Welfare Act of 1966 (PL 89-544) as amended, 7 U.S.C. 2171 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
5. Assurance is hereby given to Health that the Contractor will comply with the Anti-Lobbying Act, Title 31 U.S.C., Section 1352 (added under Section 319 of Public Law 101-121) as revised by the Lobbying Disclosure Act of 1995 (PL 104-65). Further, the Contractor shall require that the language of this assurance be included in the award documents of all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
6. Assurance is hereby given to Health that the Contractor will comply with federal regulation regarding debarment and suspension (45 CFR Part 76) and certifies to the best of its knowledge and belief that it and its subContractors:
  - A. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Health or agency;
  - B. have not within a 3 year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - C. are not presently indicted or for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in Section b above; and
  - D. have not within a three year period preceding this agreement had one or more public

## Exhibit "C"

# Scope of Work

### Contractor's responsibilities

1. Provide documentation to demonstrate necessary staff qualifications for language interpretation. These include but are not limited to below:
  - A. Medical DSHS certification or
  - B. The county, at its discretion, may choose another certification or proof of qualification, which is an acceptable substitute, such as certification from colleges, language programs or other states.
2. Agreement to comply with DOH & DSHS Program Assurances.
3. Utilize Health supplies and materials.
  - A. Utilize central medical records for documentation.
  - B. Health's forms and educational materials (if available to Health at no charge) and supplies will be provided. Any additional program enhancement materials must be provided at the contractor's expense.
  - C. Contractor may utilize Health's copy machine for preparation of educational materials at no additional charge.
  - D. Contractor may utilize clinic rooms for office visits, and equipment for scheduling, documentation and reporting at no additional charge on a space available basis.
  - E. Contractor may ride with the county employee for whom they are interpreting. There would not be a travel reimbursement if they choose to utilize their own transportation.
4. Agreement to comply with Mason County Public Health and Interpreter policies and procedures and quality assurance requirements.