



## 2026 Election of Officers Administrative Sub-Council

PLEASE NOTE: Only official member representatives are identified for positions on the Administrative Sub-Council.

### GHCOG Bylaws

#### 5.5 *Nomination Process*

Self-nominations by representatives in good standing interested in fulfilling the roles and responsibilities associated with the positions of the Administrative Sub-Council may be accepted from the floor. Nominations from fellow members in good standing may also be accepted. If deemed appropriate by the Full Council, a nominating committee may be established to help identify those interested in serving. The members of the new Administrative Sub-Council shall be individually elected to office by a majority vote of the Full Council.

#### 1. Chair

The Chair must be an elected official. The Chair must have been a member representative on the Council for a minimum of one (1) year. Members must be in good standing per Section 8.3 of the GHCOG Bylaws. The following member representatives meet the requirements per GHCOG Bylaws to serve as **Chair**:

City of Aberdeen\*\*\*  
City of Cosmopolis – Mayor Linda Springer  
City of Elma – Mayor Josh Collette\*  
City of Montesano – Mayor Tyler Trimble  
City of Oakville – Mayor Bill Breedlove  
Westport – Councilmember Troy Meyers\*  
Port of Grays Harbor – Commissioner Phil Papac  
Grays Harbor County – Commissioner Rick Hole

#### 2. Vice Chair

The Vice-Chair must be an elected official. The Vice-Chair must be a member representative on the Council in good standing per Section 8.3 of the GHCOG Bylaws. The following member representatives meet the requirements per GHCOG Bylaws to serve as **Vice-Chair**:

City of Aberdeen\*\*\*  
City of Cosmopolis – Mayor Linda Springer  
City of Elma – Mayor Josh Collette\*  
City of Hoquiam – Councilmember Rob Gillis\*\*  
City of McCleary – Mayor Brycen Huff\*\*  
City of Montesano – Mayor Tyler Trimble  
City of Oakville – Mayor Bill Breedlove  
City of Westport – Councilmember Troy Meyers\*  
Port of Grays Harbor – Commissioner Phil Papac  
Grays Harbor County – Commissioner Rick Hole

### 3. **Secretary**

These positions may be filled by any representative of General, Tribal or Special Purpose membership. Members must be in good standing, per Section 8.3 of the GHCOG Bylaws. The following member representatives meet the requirements to serve as **Secretary**:

City of Aberdeen\*\*\*  
City of Cosmopolis – Mayor Linda Springer  
City of Elma – Mayor Josh Collette\*  
City of Hoquiam – Councilmember Rob Gillis\*\*  
City of McCleary – Mayor Brycen Huff\*\*  
City of Montesano – Mayor Tyler Trimble  
City of Oakville – Mayor Bill Breedlove  
City of Westport – Councilmember Troy Meyers\*  
Grays Harbor Transit – General Manager Ken Mehin\*  
Port of Grays Harbor – Commissioner Phil Papac  
Timberland Regional Library – Evi Buell  
Grays Harbor County – Commissioner Rick Hole

### **2025 Administrative Sub-Council Officers:**

Troy Meyers, Chair  
Josh Collette, Vice-Chair  
Ken Mehin, Secretary

\* Currently holding an office on the GHCOG Board

\*\*New Representative joining the GHCOG Board this year

\*\*\*Representative has not been confirmed at this time

**GRAYS HARBOR  
COUNCIL OF GOVERNMENTS  
RESOLUTION #700**

**A resolution of the Grays Harbor Council of Governments (GHCOG)  
adopting the 2026 Cost Allocation Plan.**

**WHEREAS**, GHCOG receives federal transportation funding for the administration of the Surface Transportation Program (STP) for the Grays Harbor County Region; and,

**WHEREAS**, the Federal Office of Management establishes cost principals for state, local, and Indian Tribal governments for determining costs for federal awards; and,

**WHEREAS**, according to the Federal Office of Management and Budget, 2 CFR Part 200, Uniform Administration Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance) GHCOG must adopt a Cost Allocation Plan in order to receive reimbursement of funds on federal awards; and,

**WHEREAS**, a new Cost Allocation Plan is to be updated each year in accordance with GHCOG's annual budget and that update shall be approved by an annual Cost Allocation Plan Proposal Certification; and,

**WHEREAS**, the Full GHCOG Council has been presented with and reviewed the Agency's Cost Allocation Plan;

**NOW, THEREFORE, BE IT RESOLVED**, the Grays Harbor Council of Governments adopts the Agency's Cost Allocation Plan for budget year 2026.

**APPROVED AND ADOPTED this 19<sup>th</sup> day of February 2026.**

ATTEST: \_\_\_\_\_  
Vicki Cummings, Executive Director

\_\_\_\_\_  
Troy Meyers, Chairman

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member



**Grays Harbor Council of Governments**

**2026**

# **Cost Allocation Plan**

Grays Harbor Council of Governments

115 South Wooding Street

Aberdeen, WA 98550

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## **GRAYS HARBOR COUNCIL OF GOVERNMENTS**

### **COST ALLOCATION PLAN PROPOSAL CERTIFICATION**

**January 1, 2026 – December 31, 2026**

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal dated January 1, 2026 to establish billing or final indirect costs rates for January 1, 2026 through December 31, 2026 are allowable in accordance with the requirements of the Federal award(s) to which they apply and the provisions of this Part. Unallowable costs have been adjusted for in allocating costs as indicated in the indirect cost proposal.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they

are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Grays Harbor Council of Governments

**APPROVED AND ADOPTED this 19th day of February 2026.**

ATTEST:\_\_\_\_\_

Vicki Cummings, Executive Director

\_\_\_\_\_

Troy Meyers, Chairman

## **INTRODUCTION**

The Grays Harbor Council of Governments 2026 staffing levels, indirect costs and benefits are starting with a 2026 fixed rates.

### **The 2026 fixed rates are:**

Indirect Costs	110.81%
Fringe Benefits	59.41%

## **ALLOCATION METHOD**

The Grays Harbor Council of Governments uses the fixed rate to allocate indirect costs and fringe benefits. During the budgeting process rates are established by estimating indirect cost as a percentage of direct labor costs and fringe benefits as a percentage of direct, excluded and indirect labor costs. The rates are used to allocate indirect and fringe benefit costs each month regardless of actual costs incurred. After the close of the calendar year, the indirect and fringe costs recovered will be compared to the actual costs to determine the amount to carry forward as an adjustment to the following year's rates.

**Table 1: 2025 Income and Expenses**

<b>Grays Harbor Council of Governments</b>		
<b>Actual 2025 Income &amp; Expenditures</b>		
<b>INCOME</b>		
Member Dues	\$	239,564
Local		-
State		-
Federal		606,343
Miscellaneous		-
TOTAL INCOME	\$	845,907
<b>EXPENSES</b>		
Communication Services	\$	3,284
Consultants & Contracted Svcs		477,377
Insurance - Property & Liability		9,767
Office Equipment & Software		3,002
Payroll - Salaries & Wages		287,824
Payroll - Benefits & Taxes		88,331
Rent		12,258
Repair & Maintenance		-
Supplies		4,865
Travel		809
Miscellaneous		7,356
TOTAL EXPENSES	\$	894,873



**Table 2: 2025 Indirect Salaries & Benefits**

<b>POSITION</b>	<b>SALARIES</b>	<b>BENEFITS</b>	<b>TOTALS</b>
Administration	\$ 77,491	\$ 39,296	\$ 116,787
Totals	\$ 77,491	\$ 39,296	\$ 116,787

**Table 3: Reconciliation of 2025 Indirect Cost Recovery**

<b>2025 Actual Expenses</b>	<b>Total Expenses</b>	<b>Indirect</b>	<b>Excluded</b>	<b>Direct</b>
Wages (excluding paid leave)	\$241,528	\$ 77,491	\$ -	\$ 164,037
Benefits (including paid leave)	134,627	39,296	-	95,331
Subtotal	\$ 376,155	\$ 116,787	\$ -	\$ 259,368
Communication Services	3,284	3,284	-	-
Consultants & Contracted Svcs	477,377	7,768	-	469,609
Insurance - Property & Liability	9,767	9,767	-	-
Office Equipment & Software	3,002	3,002	-	-
Rent	12,258	12,258	-	-
Repair & Maintenance		-	-	-
Supplies	4,865	4,865	-	-
Travel	809	809	-	-
Miscellaneous	7,356	7,356	-	-
Subtotal	\$ 518,718	\$ 49,109	\$ -	\$ 469,609
Totals	\$894,873	\$ 165,896	\$ -	\$ 728,977
		\$ 165,896	Actual year 2025 indirect costs	
		-	+/- 2024 indirect cost carry-forward	
		\$ 165,896	Indirect eligible for recovery in 2025	
		90,631	Indirect cost recovered in 2025	
		\$ 75,265	Under/(over) recovery in 2025	
			(carried forward into 2026 rate)	

**Table 4: Estimated 2026 Indirect Salaries & Benefits**

POSITION	SALARIES	BENEFITS	TOTALS
Administration	\$ 79,879	\$ 27,503	\$ 107,382
Totals	\$ 79,879	\$ 27,503	\$ 107,382

**Table 5: 2026 Estimated Indirect, Excluded & Direct Costs**

2026 Proposed Expenses	Total Expenses	Indirect	Excluded	Direct
Wages	\$ 296,824	\$ 79,879	\$ -	\$ 216,945
Benefits	153,343	27,503	-	125,840
Subtotals	\$ 450,167	\$ 107,382	\$ -	\$ 342,785
Communication Services	3,700	3,700	-	-
Consultant & Contracted Svcs	515,600	15,600	-	500,000
Insurance - Property & Liability	10,124	10,124	-	-
Office Equipment & Software	3,000	3,000	-	-
Rent	13,500	13,500	-	-
Repair & Maintenance	-	-	-	-
Supplies	3,350	3,350	-	-
Travel	2,000	2,000	-	-
Miscellaneous	6,475	6,475	-	-
Capital Outlay	-	-	-	-
Subtotals	\$ 557,749	\$ 57,749	\$ -	\$ 500,000
Totals	\$ 1,007,916	\$ 165,131	\$ -	\$ 842,785

**Table 6: 2026 Indirect Cost Rate Calculation**

CY 2026 Budgeted Indirect Cost	\$ 165,131		
CY 2025 Indirect carry-forward	75,265		
	\$ 240,396		
CY 2025 Budgeted Direct Salaries	\$ 216,945		
Total Indirect Cost	240,396		
	-----	=	<b>110.81%</b>
Total Direct Salaries	216,945		

**Table 7: Reconciliation of 2025 Fringe Benefit Recovery**

<b>2025 Actual Benefit Expenses</b>	<b>Total</b>	
Holiday Leave	\$ 13,042	
Sick Leave	10,261	
Vacation Leave	22,993	
Subtotal	\$ 46,296	
Dental	2,116	
Employee Assistance	60	
Disability	199	
Health Insurance	37,130	
Life Insurance	269	
Medicare Tax	4,174	
Retirement Contributions	20,291	
Social Security	17,845	
Unemployment Tax	992	
Vision	275	
WA Emp Adm Fund	67	
Workers Compensation Insurance	15,757	
Subtotal	\$ 99,174	
Totals	\$ 145,470	Actual 2025 Fringe Benefit costs incurred
	-	+/- 2024 fringe benefit carry-forward
	\$ 145,470	Fringe benefits eligible for recovery in 2025
	122,479	Fringe benefits recovered in 2025
	<u>\$ 22,991</u>	Under/(over) recovered for 2025 (carried forward into 2026 rate)

**Table 8: Estimated 2026 Fringe Benefit Costs**

Benefit	Budget Amount
Holiday Leave	\$ 13,888
Sick Leave	13,003
Vacation Leave	24,524
Subtotal	\$ 51,415
Dental	2,551
Employee Assistance	65
Disability	392
Health Insurance	43,164
Life Insurance	334
Medicare Tax	4,761
Retirement Contributions	19,257
Social Security	18,940
Unemployment Tax	2,112
Vision	334
WA Emp Adm Fund	54
Workers Compensation Insurance	9,964
Subtotal	\$ 101,928
Total Estimated Fringe Benefits	\$ 153,343

**Table 9: 2026 Fringe Benefit Rate Calculation**

CY 2026 Budgeted Fringe Benefits	\$ 153,343		
CY 2025 Fringe Benefit carry-forward	22,991		
CY 2026 Recoverable Fringe Benefits estimate	\$ 176,334		
CY 2026 Budgeted Direct Salaries	\$ 219,333		
CY 2026 Budgeted Indirect Salaries	77,491		
CY 2026 Budgeted Excluded Salaries	-		
Total Salaries & Wages (excluding paid leave)	\$ 296,824		
Total Fringe Benefits	176,334		
	-----	=	<b>59.41%</b>
Total Salaries (excluding paid leave)	296,824		

**GRAYS HARBOR COUNTY TREASURER**  
**Revenue Budget Report**  
**As Of December 31, 2025**

Fund-Dist	Description	Est Rev	Mtd Rev	Ytd Rev	Variance	% Col
<b>648.000.000</b>	<b>GH Council of Governments</b>					
308.31.00.00	Beginning Cash	\$588,657.00	\$0.00	\$836,173.58	\$247,516.58	1.42
		\$588,657.00	\$0.00	\$836,173.58	\$247,516.58	1.42
333.20.20.51	Regional Transportation Planning Org	\$35,000.00	\$3,335.89	\$36,264.58	\$1,264.58	1.04
333.20.20.98	Surface Trans Program	\$65,000.00	\$7,161.40	\$65,684.13	\$684.13	1.01
333.66.81.80	EPA Brownsfield	\$450,000.00	\$0.00	\$504,394.77	\$54,394.77	1.12
	330 Intergovernmental Revenue	\$550,000.00	\$10,497.29	\$606,343.48	\$56,343.48	1.10
368.58.03.00	Port of Grays Harbor	\$16,081.00	\$0.00	\$15,315.00	(\$766.00)	0.95
368.58.06.00	City of Cosmopolis	\$9,888.00	\$0.00	\$9,417.00	(\$471.00)	0.95
368.58.07.00	City of Elma	\$11,995.00	\$0.00	\$11,424.00	(\$571.00)	0.95
368.58.08.00	City of Hoquiam	\$22,628.00	\$0.00	\$21,550.00	(\$1,078.00)	0.95
368.58.09.00	City of McCleary	\$8,219.00	\$0.00	\$7,828.00	(\$391.00)	0.95
368.58.10.00	City of Montesano	\$12,847.00	\$0.00	\$12,235.00	(\$612.00)	0.95
368.58.11.00	City of Oakville	\$6,576.00	\$0.00	\$6,576.15	\$0.15	1.00
368.58.12.00	City of Ocean Shores	\$22,605.00	\$0.00	\$10,764.50	(\$11,840.50)	0.48
368.58.13.00	City of Westport	\$10,850.00	\$0.00	\$10,333.00	(\$517.00)	0.95
368.58.14.00	Grays Harbor County	\$64,540.00	\$0.00	\$61,467.00	(\$3,073.00)	0.95
368.58.15.00	Grays Harbor Transit	\$19,249.00	\$0.00	\$18,332.00	(\$917.00)	0.95
368.58.17.00	Quinault Indian Nation	\$6,878.00	\$0.00	\$13,493.00	\$6,615.00	1.96
368.58.19.00	Timberland Regional Library	\$3,969.00	\$0.00	\$3,780.00	(\$189.00)	0.95
368.58.20.00	City of Aberdeen	\$33,591.00	\$0.00	\$31,991.00	(\$1,600.00)	0.95
368.58.21.00	Chehalis Tribe	\$5,044.00	\$0.00	\$5,044.20	\$0.20	1.00
369.90.00.00	Miscellaneous Revenue	\$0.00	\$0.00	\$13.90	\$13.90	
	360 Miscellaneous	\$254,960.00	\$0.00	\$239,563.75	(\$15,396.25)	0.94
<b>** Total Fund</b>		<b>\$1,393,617.00</b>	<b>\$10,497.29</b>	<b>\$1,682,080.81</b>	<b>\$288,463.81</b>	<b>1.21</b>
	<b>Grand Totals</b>	<b>\$1,393,617.00</b>	<b>\$10,497.29</b>	<b>\$1,682,080.81</b>	<b>\$288,463.81</b>	<b>1.21</b>

**GRAYS HARBOR COUNCIL OF GOVERNMENTS  
GENERAL FUND - EXPENSE STATEMENT  
FOR THE PERIOD 12/01/25-12/31/25**

<b>EXPENDITURES:</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>REMAINING</b>	<b>PERCENT TO DATE</b>
<b>STAFF SALARIES</b>	\$287,824.03	\$296,824.00	\$8,999.97	<b>97%</b>
<b>PERSONNEL BENEFITS AND TAXES</b>	\$88,331.21	\$103,149.00	\$14,817.79	<b>86%</b>
<b>OFFICE SUPPLIES</b>	\$4,864.68	\$6,050.00	\$1,185.32	<b>80%</b>
<b>CAPITAL OUTLAY</b>	\$3,001.76	\$3,500.00	\$498.24	<b>86%</b>
<b>OTHER OPERATING EXPENSES:</b>				
Professional Services (Incl. Advertising)	\$477,376.50	\$454,200.00	(\$23,176.50)	<b>105%</b>
Communications	\$3,284.20	\$3,300.00	\$15.80	<b>100%</b>
Travel	\$809.06	\$1,800.00	\$990.94	<b>45%</b>
Rents & Leases	\$12,258.36	\$14,000.00	\$1,741.64	<b>88%</b>
Insurance	\$9,767.48	\$10,124.00	\$356.52	<b>96%</b>
Miscellaneous (Incl Training)	\$7,356.43	\$12,000.00	\$4,643.57	<b>61%</b>
<b>OTHER OPERATING EXPENSES TOTAL</b>	<b>\$510,852.03</b>	<b>\$495,424.00</b>	<b>(\$15,428.03)</b>	<b>103%</b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$894,873.71</u></b>	<b><u>\$904,947.00</u></b>	<b><u>\$10,073.29</u></b>	<b>99%</b>
<b>TOTAL REVENUE TO DATE (From Income Statement)</b>	\$845,907.23			
<b>LESS TOTAL EXPENDITURES</b>	<u>(\$894,873.71)</u>			
<b>NET INCOME</b>	<b><u>(\$48,966.48)</u></b>			
<b>BEGINNING FUND BALANCE 1/1/2024</b>	\$836,173.58			
<b>PLUS NET INCOME</b>	<u>(\$48,966.48)</u>			
<b>CURRENT FUND BALANCE</b>	<b><u>\$787,207.10</u></b>			
<b>ESTIMATED ENDING FUND BALANCE</b>		<b><u>\$415,061.00</u></b>		
<b>TOTAL BUDGET</b>		<b><u>\$1,320,008.00</u></b>		

**GRAYS HARBOR COUNCIL OF GOVERNMENTS  
GENERAL FUND - BALANCE SHEET  
31-Dec-25**

**ASSETS**

**ASSETS:**

CASH	\$787,207.10
PETTY CASH	\$,300.00
ACCOUNTS RECEIVABLE	\$,00
<b>TOTAL ASSETS</b>	<b><u>\$787,507.10</u></b>

**LIABILITIES, FUND EQUITY AND OTHER CREDITS**

**LIABILITIES:**

ACCOUNTS PAYABLE	\$88.61
EMPLOYEE TAXES AND BENEFITS PAYABLE	\$770.37
VACATION BENEFITS PAYABLE	\$11,067.83
<b>TOTAL LIABILITIES</b>	<b><u>\$11,926.81</u></b>

**FUND EQUITY AND OTHER CREDITS:**

OPENING BALANCE EQUITY	\$25,206.07
RETAINED EARNINGS	\$802,556.60
NET INCOME	-\$52,182.38
<b>TOTAL FUND EQUITY AND OTHER CREDITS</b>	<b><u>\$775,580.29</u></b>

<b>TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS</b>	<b><u>\$787,507.10</u></b>
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# 2025 YEAR END OVERVIEW

65 Years of Service | 1960 - 2025

## A YEAR OF PROGRESS & PARTNERSHIP

As we reflect on 2025, the Grays Harbor Council of Governments (GHCOG) is proud to share highlights from a year shaped by collaboration, steady progress, and renewed momentum across our region.

For 65 years, GHCOG has served as a trusted partner to local governments in Grays Harbor County. This year continued that legacy—supporting communities, strengthening regional coordination, and helping improve quality of life for residents countywide.



## PROGRESS BY THE NUMBERS

### WORKING FOR OUR MEMBERS

These numbers reflect both long-standing initiatives and new efforts that position Grays Harbor for continued success.

\$5.6

Million invested in our communities

11

Active Projects

6

Grants Supported

40+

Sites Impacted

90+

Parcels Impacted

\$1.7

STP Funds Allocated

6

Letters of Support

## FISCAL RESPONSIBILITY & ACCOUNTABILITY

In 2025:

- GHCOG operated under budget.
- Successfully completed a Washington State Auditor's Office audit with no findings.
- Underwent an EPA Brownfields Limited Scope Review, which began in October and is scheduled to conclude in January 2026.

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Financial stewardship is a core value at GHCOG.







# WHAT'S NEXT IN 2026

## Building Capacity & Looking Ahead

## COMMUNITY REVITALIZATION & ENVIRONMENTAL STEWARDSHIP

GHCOG's **Brownfields Site Reuse and Revitalization Program** remains a cornerstone of our work.

To date, the program has:

- Invested \$2.9 million into local communities
- Supported 40 sites and 90+ active parcels
- Advanced assessments and planning for site reuse

These efforts help communities address environmental challenges, improve public safety, and unlock redevelopment opportunities that support long-term economic vitality.

## TRANSPORTATION PLANNING & REGIONAL MOBILITY

In collaboration with the Southwest Washington Regional Transportation Planning Organization (SWRTPO), GHCOG supported a wide range of transportation planning efforts in 2025, including:

- State & Local Transportation Improvement Program
- "Moving Forward 2050" Regional Transportation Plan
- Unified Planning Work Program
- Coordinated Public Transit & Human Services Transportation Plan
- Regional Trails Planning

Locally, GHCOG assisted with corridor studies and plans, such as the SR 105 Corridor Management Plan, and convened Transportation Policy Forums to ensure local perspectives remain central to regional decisions.

## INFRASTRUCTURE AWARENESS & ADVOCACY

Grays Harbor County's infrastructure needs remain significant:

- 321 total bridges
- 31 bridges rated in poor condition
- 100+ bridges over 50 years old

GHCOG continues to support member jurisdictions by providing data, coordination, and advocacy to help prioritize safety, maintenance, and long-term investment.

2025 marked a year of growth for the GHCOG team. While relatively new, our staff is working cohesively, building skills, and strengthening internal capacity.

With a full team in place, we are preparing to:

- **Develop** overdue Action Plans and Safety Plans for member use
- **Expand** tools, resources, and technical support
- **Launch** a member survey in early 2026 to better understand future needs, services, and priorities

## THANK YOU TO OUR MEMBERS

None of this work would be possible without the continued partnership and commitment of our member jurisdictions and elected officials.

Thank you for your ongoing support, your collaboration, and your unending efforts to improve the quality of life in Grays Harbor County. We look forward to another year of working together to move our region forward.

