



Clallam County

Parks, Fair & Facilities Department

223 E. Fourth St., Suite 7
Port Angeles, WA 98362-3000

CLALLAM COUNTY PARKS ADVISORY BOARD Minutes of November 1, 2022, Meeting

Call to Order	President Peter Craig called the meeting to order at 5:30 pm.
Members Present	Roger Hoffman Peter Craig Peter Davis Bill Hughes
Staff Present	Randy Johnson Donald Crawford Melissa Earley
Previous Minutes	Bill Hughes moved to approve the minutes of the September 27, 2022, meeting, as written. Peter Davis seconded the motion, which was unanimously approved.
Correspondence Received	No correspondence has been received.
Unfinished Business	No unfinished business at this time.
Committee Reports	<u>Parks Advisory Board Selection Committee</u> – Board President Peter Craig gave a brief update regarding recent efforts to select a Board member to fill the vacancy left by William Biery's departure at year end 2021. Diane Chung has been selected as Mr. Biery's replacement. Director Don Crawford will present the recommendation to the Board of Commissioners with approval projected by the end of the year.
New Business	<u>2023 Camp Fee Schedule Changes</u> – Don Crawford explained the camping fee changes for Dungeness Recreation Area and Salt Creek Recreation Area were previously approved by the Parks Advisory Board, however those changes were not implemented before the start of the 2022 camping season.

Significant changes are proposed for Camp David Jr., including a three tier priority system for reservation applications. Organized youth groups will receive first priority, organized adult groups will receive second priority, while individual/family/friend groups will be third priority in reservation placement. Priority Groups 1 and 2 are invited to submit their reservation applications as early as January 1 for the current year; Priority Group 3 applications will be accepted on or after February 15 for the current year. In the event two equally weighted groups have submitted applications for the same dates, preference will be given to the group that resides in Clallam County if applicable. In addition, Don proposed a fee schedule modification for Camp David Jr. to take effect January 1, 2023 (attached), which also includes rates for 4-night packages over Thanksgiving, Christmas and New Years' Eve. Finally, Don noted the change in policy that will no longer allow for return groups to receive first right of refusal in subsequent years.

Don further explained the plan for CPI utilization to assess the Parks Department fee schedule on a yearly basis and determine the need to increase fees in accordance with changes to the CPI.

Board President Peter Craig made motion to adopt the 2023 Parks Fee Schedule and CPI utilization for subsequent fee adjustments as proposed. Vice President Roger Hoffman seconded the motion which was unanimously passed.

Staff Reports

Campership Program – Don gave a brief introduction to a possible campership program he intends to implement in partnership with local groups to help provide an avenue for under privileged youth to attend camp. More information will be forthcoming at a later date.

Grant Submittals - Don discussed various grant submissions made including:

LTAC:

- \$7,000 Improvements to Rainshadow Disc Golf Park
- \$7,000 Advertising
- \$20,000 Day Use Park Improvements and Supplies
- \$17,000 Day Use Park Seasonal Help
- \$35,000 Robin Hill Farm Park Seasonal Labor
- \$18,000 Utility Vehicle
- \$35,000 Robin Hill Seasonal Labor Housing

The LTAC committee will make their determination in mid - November.

Leave No Child Inside, Department of Natural Resource Conservation:

- \$25,000 to purchase replacement canoes at Camp David Jr.
- \$150,00 additional interpretive signs, agricultural education demonstrations and interpretive programs

A determination for the Leave No Child Inside grants will be made in June 2023.

Department of Natural Resource Conservation Office Planning Grant

- \$250,000 Plan and develop a new recreational site at Pillar Point.
- \$87,000 Boating facility grant to restore the dock at Lake Pleasant

A determination on award will be made in early summer 2023.

Recent Grant Awards include:

- \$20,000 – Washington Tourist Bureau for Robin Hill Park trail improvements

**Public Comments
on
Non-Agenda Items**

Ed Bowen made comment regarding the policy and fee changes made in regard to reservations for Camp David Jr indicating he did not support the new schedule as it removes the county resident/non-county resident price differential. Board President Peter Craig offered comment to help clarify the decision made.

Adjournment

Bill Hughes moved to adjourn the meeting at 6:40 p.m. Vice President Roger Hoffman seconded the motion, which was unanimously approved.

Respectfully submitted,

Melissa Earley
Administrative Specialist IV