



Clallam County Parks, Fair & Facilities Department

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

CLALLAM COUNTY PARKS ADVISORY BOARD Minutes of June 4, 2024, Regular Meeting

Call to Order	Chair Peter Craig called the meeting to order at 5:31 pm.
Members Present	Peter Craig, Chair Roger Hoffman, Vice Chair Bill Hughes Candace Kathol Anna Plager
Staff Present	Donald Crawford, Director Melissa Earley, Administrative Operations Coordinator
Previous Minutes	May 7, 2024, Regular Meeting. Action Taken: Bill Hughes moved to approve the minutes, Roger Hoffman seconded, motion carried.
Correspondence Received	1. Ethnobotany of Dungeness Recreation Area 2. Site for Marine Trail at Salt Creek Recreation Area
Public Comments on Agenda Items	No public comments
Unfinished Business	No unfinished business.
Committee Reports	<u>Master Plan Team Report</u> – no update at this time.
Staff Reports	<u>Dungeness Recreation Area Road Realignment Project Status Update</u> – Clallam County Public Works Department Engineers Jesse Goodman and Joe Dinisi provided an overview of the road realignment project at Dungeness Recreation Area. \$1,990,000 in grant funding has been secured by the Public Works Department for this project with the scope being to provide a 28-foot-wide road with various cross sections up to 34 feet wide in order to provide continued safe access to federal lands. Due to permitting limitations, work is tentatively scheduled to begin in the summer of 2026. <u>Selected County Park Traffic Counter Project</u> – Don indicated the Spring counts will be available for the July Parks Advisory Board meeting.

Site for Marine Trail at Salt Creek Recreation Area – Don gave an update, indicating according to a strict interpretation of Clallam County Administrative Policy Sections 462 & 463, all new recreational facilities must be added to the Parks Master Plan before development can occur. Even though the scope of the proposed action is minuscule (300-400 sq. ft.) and the location of the site in question appears to be beyond 200 feet of the ordinary high-water mark, a distance that designates it as 'Upland' and compliant with the Ocean Resources Management Act as part of the Clallam County Shoreline Master Program. Because it is not identified or even alluded to in the current edition of the park master plan the project cannot proceed (now). The 2026 Master Plan must identify the site in question before the project can move forward.

Robin Hill County Park Maps – Don provided an update to indicate he has invited members of the county GIS Department to the August Parks Advisory Board meeting to give a presentation on the updated, interactive map for Robin Hill County Park.

New Business

2025 Parks Master Fee Schedule Adjustment Recommendation – Don gave a brief overview, requesting a final recommendation by the Advisory Board by the September 2024 meeting. Department staff are not recommending camping fee changes, however there are anticipated monthly costs and fees associated with the 2025 implementation of credit card pay stations at Dungeness and Salt Creek Recreation Areas. Department staff suggest a \$5 transaction fee would be sufficient to cover credit card fees and monthly service fees associated with the automated pay system. In addition, Department staff would like to replace the current coin operated shower system with timers, eliminating the shower fee at the campgrounds. Finally, staff recommends increasing the dump fee for non-registered campers to \$15, which would cover the \$5 credit card fee.

Public Comments on Non-Agenda Items

No comments at this time.

Adjournment

Bill Hughes moved to adjourn the meeting at 6:47pm. Roger Hoffman seconded, motion passed.

Respectfully submitted,



Melissa Earley
Administrative Operations Coordinator