



Clallam County Parks, Fair & Facilities Department

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

CLALLAM COUNTY PARKS ADVISORY BOARD Minutes of March 5, 2024, Regular Meeting

Call to Order	Vice Chair Roger Hoffman called the meeting to order at 5:28 pm.
Members Present	Roger Hoffman, Vice Chair Bill Hughes Pete Davis Candace Kathol Diane Chung Anna Plager
Staff Present	Donald Crawford, Melissa Earley, Administrative Director Operations Coordinator
Previous Minutes	February 6, 2024, Regular Meeting. <u>Action Taken:</u> Bill Hughes moved to approve the minutes, Anna Plager seconded, motion carried.
Correspondence Received	E1. Jody Oeltjen re Salt Creek Recreation Area Trail Advice E2. Jack Madson re County Parks Budget Priorities E3. Robin DeCristofaro re Port Williams Dog Issue E 4. Ed Bowen re 2024 Amendment to the Clallam County Comprehensive Parks and Recreation Master Plan
Public Comments on Agenda Items	No public comments
Unfinished Business	G1. 2023 Parks Master Plan Project – Don gave suggestion on how to proceed with formation of the ad hoc committee that will work on the Parks Master Plan Project. Anna reported on her and Peter's efforts to begin the formation of the ad hoc committee. Currently the ad hoc committee consists of Diane Chung, Peter Craig, Roger Hoffman, Tom Mix, and Cathy Lucero. Don will assist the committee with connecting with various county departments for additional help. <u>Action Taken:</u> Candace Kathol made motion to recommend the formation of an ad hoc committee to move forward with the preparation of, and work with a consultant to, draft and create the Parks Master Plan 2027-2036. Anna Plager seconded; motion carried.
Committee Reports	H1. 2024 Amendment to the 2016-2026 Parks Master Plan – Discussion regarding plan to provide periodic updates to the public. Don will begin the formal process to bring the Amendment before the Board of Commissioners. No action required.

Staff Reports

11. County Park Equestrian Public Outreach – Don gave an update regarding efforts to partner with the Olympic Peninsula Chapter of the Backcountry Horsemen of Washington to accomplish the following three items: 1. Adding a page to the county website detailing equestrian policy, maps and equestrian etiquette, and providing links to various regional equestrian organizations. 2. Backcountry Horsemen of Washington and other equestrian groups will host periodic advocacy events at the county parks. 3. Backcountry Horsemen of Washington and other equestrian organizations to collaborate with county parks staff to perform equestrian trail audits to develop and implement unified trail signage, potential trail improvement projects and general advocacy at Robin Hill, Dungeness and Salt Creek Recreation Areas.

12. Cascadia Water Trail Update – Don discussed his recent meeting with the Cascadia Water Trail representative, and his efforts to continue the initiative with the County Board of Commissioners.

13. Robin Hill Washington Conservation Corps Update – Don gave a brief update on the trail restoration efforts including finishing cleaning up after the blowdown and placing chips on the equestrian trails and gravel on the pedestrian trails.

14. Robin Hill Farm Map Update – Don indicated the new map is on the Parks' website, additional picnic tables will be added to the map, and he is working with the GIS department to determine how to implement the maps in a fashion that will be of most value to the public.

15. Clallam County Parks Grant Status – Don is working on a Lodging Tax Grant Application for \$60-\$70,000 to construct a 60 ft. ramp from the Clallam Bay bridge to nowhere to the beach.

16. Self-Serve Registration Kiosk – Don and the group discussed information provided regarding self-serve registration kiosks for Dungeness and Salt Creek Recreation Areas, and Wi-Fi connectivity at Salt Creek. Don indicated he will be including this proposal in the 2025 budget process.

17. Salt Creek Recreation Area Voice Communications Project Status – Bill Hughes discussed his recent meeting with Richmon Radio, who suggested the placement of a radio repeater would increase communication by 80%. This relatively low-cost solution will be tested in the coming weeks.

18. 2024 Parks Master Plan Amendment – No discussion.

I9. 2024 Your Opinion Matters – Interest and Opinion Survey – Group discussion regarding first draft of the recent survey results. Don indicated he will have a concise survey report for next month's meeting, as well as comments provided by survey takers.

I10. Park Signage – Three Waters & Eagle Point – Don indicated work orders have been submitted to have signs fabricated and placed at Three Waters and Eagle Point.

I11. Parks Capital Improvement Fund – Year to date, \$41,338 has been deposited into the Parks Capital Improvement Fund.

New Business

No new business.

**Public Comments on
Non-Agenda Items**

Cathy Lucero, Port Angeles, commented on the ad hoc committee.

Adjournment

Bill Hughes moved to adjourn at 7:01 pm. Candace Kathol seconded; motion passed.

Respectfully submitted,



Melissa Earley
Administrative Operations Coordinator