



Clallam County Parks, Fair & Facilities Department

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

CLALLAM COUNTY PARKS ADVISORY BOARD Minutes of February 6, 2024, Regular Meeting

Call to Order	Chair Peter Craig called the meeting to order at 5:36 pm.
Members Present	Peter Craig, Chair Roger Hoffman, Vice Chair Bill Hughes Pete Davis Anna Plager
Staff Present	Donald Crawford, Director Melissa Earley, Administrative Operations Coordinator
Previous Minutes	January 2, 2024, Regular Meeting. <u>Action Taken</u> : Bill Hughes moved to approve the minutes, Anna Plager seconded, motion carried. Discussion regarding the opportunity to add to the agenda at the start of the meeting. Members are encouraged to ask questions regarding non agenda topics as they come up until such time that the group can finalize an agenda template that will be presented to the Board of Commissioners for approval as required by Parks and Recreation Advisory Board bylaws.
Correspondence Received	E1. Susan Savage re Robin Hill County Park E2. Robi DeCristofaro re Marlyn Nelson County Park E3. Seth Bricel re Salt Creek Recreation Area Online Reservation System
Public Comments on Agenda Items	Ed Bowen, Clallam Bay, commented on the Agenda template, Parks Survey, Parks Master Plan update, Lake Aldwell property and Eagle Point County Park
Unfinished Business	No items requiring action by the Board at this time.
Committee Reports	No reports at this time.
Staff Reports	I1. County Park Equestrian Patrol/Public Outreach. Don will have his first meeting in the coming weeks with Dungeness Recreation Area Park manager and two members of the Peninsula Chapter of the Backcountry Horsemen to discuss a trail and program audit and a plan for public outreach.

12. Parks Master Plan Amendment & Public Survey. The survey is now available on the county website. Notice of the survey was sent to local news media outlets, local clubs, chambers of commerce and approximately 12,000 camper email addresses gleaned from the online reservation system. To date, 308 responses from 89 separate zip codes have been submitted. Discussion regarding other possible groups to notify of the survey. Signs have been placed at Robin Hill Park and will be placed at the other parks in the coming days. Don will compile the collected data to include in the next meeting. Anna provided a list of changes to the Master Plan Amendment, attached and incorporated into the minutes hereto. Action Taken: Peter Craig made motion to accept the plan changes submitted by Anna Plager. Pete Davis seconded, motion carried.

13. Cascadia Water Trail Update. A mutually agreeable location for a water trail campsite has been identified at Salt Creek. Don and park manager Arick Girard will meet with the Cascadia Water Trail representative in the coming weeks to work on a written agreement.

14. Robin Hill Storm Recovery Update. Cleanup effort continues through February and March with the assistance of Washington Conservation Corp volunteers.

15. Salt Creek Recreation Area Voice Communication Update. Don gave an update on the connectivity project detailing planned efforts to obtain radios, renew FCC license by year end and determine best placement for a repeater.

16. Salt Creek Recreation Area Connectivity & Self-Service Registration Project Update. Don gave an update on the project, indicating the determination has been made that Starlink would be the best internet provider for the area, and that he is working on determining the funding of the project. Regarding self-service equipment, Don will be gathering additional information in the coming weeks to present to the group.

17. Parks Department Grant Update. No new information.

18. Tribal Participation in Slip Point Conveyance Project Update. Don discussed the provided 2006 Cultural Resources Report. He will have additional information to present to the group in March or April.

19. Robin Hill Farm County Park Map. Don expects the map will be complete in March.

Eagle Point County Park (Non-Agenda Item). Don clarified at the previous meeting he had been of the understanding that no improvements were to be made to the park until formal approval to do so was obtained by the National Park. Upon closer review of the minutes, he realized the group voted to install a sign on site, and indicated he would be working on that in the coming weeks.

New Business

J1. 2026 Parks Master Plan Timeline. Don discussed the Request for Proposal process to select a consultant, and the upcoming request to form an ad hoc committee. The proposed 7-member committee will consist of members of the Parks Advisory Board (2), Trails Advisory Board (1), Marine Resources Committee (1) and three members of the public. Don indicated during the next six to seven months he would like to engage a consultant, identify all capital improvements that need to be done, and form a committee that will help determine how to proceed with the information provided.

Parks Capital Improvement Fund Update (Non-Agenda Item). At Peter Craig's request, Melissa provided current fund balance as follows: In January \$6,920 was collected from 1,348 reservations made at Dungeness Recreation Area. An additional \$26,760 was collected from 5,352 reservations made at Salt Creek Recreation Area. With 6,736 nights reserved in January at both parks, a total of \$33,680 was deposited into the Parks Capital Improvement Fund.

Three Rivers Park (Non-Agenda Item). Peter expressed the desire to have a sign installed at Three Rivers Park in Sequim. Don will do some research regarding why there is not currently a sign in place and report back to the group in March.

Public Comments on Non-Agenda Items

Cathy Lucero, Port Angeles, commented on the proposed ad hoc committee, the Master Plan and upcoming Request for Proposal.

Adjournment

Anna Plager moved to adjourn at 7:00pm. Bill Hughes seconded, motion passed.

Respectfully submitted,



Melissa Earley
Administrative Operations Coordinator