



Clallam County Parks, Fair & Facilities Department

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

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

Call to Order	Vice Chair Roger Hoffman called the meeting to order at 5:32 pm.
Members Present	Roger Hoffman, Vice Chair Bill Hughes Candace Kathol Pete Davis Anna Plager
Staff Present	Donald Crawford, Melissa Earley, Administrative Director Operations Coordinator
Previous Minutes	Action Taken: Anna Plager moved to consider additions to the agenda. Candace Kathol seconded, motion carried. Discussion regarding adding Board Member Comments and Agenda Items for the next meeting to the end of the current agenda. July 2, 2024, Regular Meeting. Action Taken: Anna Plager moved to approve the minutes, Candace Kathol seconded, motion carried.
Correspondence Received	1. WCC Grant Crew Time – The group has been called to Iowa for tornado restoration work, with no indication if they will be able to return this year. 2. Online Submission Robin Hunsinger 3. Cory Graves – drones 4. Terri DiMartino – thank you
Public Comments on Agenda Items	No public comments
Unfinished Business	<u>Clallam County Parks - 2025 Parks Master Fee Schedule Adjustment</u> Don Crawford provided the group with an update, indicating department staff have made the determination that no fee adjustments will be necessary in 2025. If the capital request of pay stations in the campgrounds is approved, however, user fees associated with use of card at the kiosk (non cash) will be implemented. Further discussion ensued regarding the benefits of using the pay stations. Don will provide the group with the Ventek pay station presentation. Discussion regarding parks capital funding and rules regarding how to access those funds. <u>Washington State Parks 2025 Fee Update</u> Discussion regarding recently published Washington State Parks 2025 Fee Schedule. Don noted the

State Parks followed a methodology similar to that the Clallam County Parks department used in their 2024 fee increase proposal.

Committee Reports

2026 Parks Master Plan Team – Roger Hoffman indicated the team’s recent meeting was postponed and will be rescheduled in the coming weeks. Don suggested the team review the section in the plan regarding proposed capital projects. He explained he would like to write a scope of work for the RFP in the next couple of months in anticipation of funding being approved in the 2025 budget to move forward with the Master Plan update.

Staff Reports

Parks Master Plan Survey Update – discussion among the group regarding the provided link to the survey results. The survey will remain live for several months, with result updates available daily.

Lake Pleasant Piling Project – the piling project at Lake Pleasant county park is complete, and the park is re-opened to the public.

New Business

No new business at this time.

**Public Comments on
Non-Agenda Items**

No public comments at this time

Board Comments

Bill Hughes inquired about the restroom roof replacement project at Salt Creek Recreation Area. Don described the contract schedule that needs to be followed, indicating he is hopeful the project will be underway in late September/early October.

Anna Plager indicated she would like attend a field trip to Salt Creek Recreation Area in the near future. Don indicated Saturdays are generally available, and to contact him to schedule.

Anna Plager indicated she would like to see a grant report under staff reports each month, and inquired as to the LTAC grant status. Don explained he received LTAC funding for the Clallam Bay beach ramp. Discussion regarding 2025 LTAC grand application timing and process.

Adjournment

Action Taken : Bill Hughes motion to adjourn at 7:27pm; Anna Plager seconded, motion carried.

Respectfully submitted,

Melissa Earley

Melissa Earley
Administrative Operations Coordinator