



16
DEC 10 2024

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of December 2-6, 2024

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, December 2, 2024. Present were Commissioners Ozias and French, and Administrator Mielke. Commissioner Johnson was excused.

Items of discussion per the agenda published November 26 were:

- Calendar/Correspondence
- Conversation with the 24th Legislative District Representatives
- Resolution reappointing Glenn Teeter to the Clallam Bay / Sekiu Sewer Advisory Committee
- Resolution appointing and reappointing various members to the Housing Solutions Advisory Committee
- Noxious Weeds Roadside Integrated Weed Management Plan review
- Memorandum of understanding with Clallam County Public Works for Opportunity Fund – Clallam Bay / Sekiu Sewer System Clallam Bay and Middle Point Pump Station Replacement Project
- Resolution establishing the 2025 levy rates for Veteran's Relief, Developmental Disabilities and Land Assessment Funds for Clallam County
- Certification of Taxing District Levy Budgets to Assessor

Action Item

Public Comment

- Ed Bowen, Clallam Bay, commented on levy rate reductions

Budget

4a Certification of Taxing District Levy Budgets to Assessor

ACTION TAKEN: CMOM to adopt, CMFs, mc

Meeting concluded at 11:23 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, December 3, 2024. Also present were Commissioners Ozias and Johnson and Administrator Mielke.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CMOM to adopt the agenda as presented, CRJs, mc

PUBLIC COMMENT

- John Worthington, Sequim, comment on item 1a
- Ed Bowen, Clallam Bay, commented on item 1h
- Jeff Tozzer, Sequim, commented on item 1a
- Peter Craig, Carlsborg, commented on item 5a
- Karin Cummins, Sequim, commented on item 1a

CONSENT AGENDA

1a Approval of vouchers for the week of November 25

The Following warrants and electronic payments are approved for payment:

Accounts Payable:	Total
Warrant numbers: 9932541-9932717	\$1,346,991.46
Electronic payments dates: n/a	\$0.00
Total Accounts Payable:	\$1,346,991.46

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of December 2-6, 2024
Page 2

1b Approval of payroll for the period ending November 15

The following voucher/warrants/electronic payments are approved for payment:

Payroll	Total
Warrant Numbers	
172322-172389,172421-172669, 9932532-9932535	\$946,133.45
Electronic Payment Dates	
11/25/2024 & 11/26/2024	\$65,136.34
Total Payroll:	\$1,011,269.79

1c Approval of minutes for the week of November 26

1d Resolution reappointing Jeff Ward to the Marine Resources Committee

1e Resolution reappointing various members to the Homelessness Task Force

1f Resolution appointing Nathan Hughes to the Permit Advisory Board

1g Resolution appointing Christi Baron and Sean Coleman to the Lodging Tax Advisory Committee

1h Letter of support regarding Washington Wildlife and Recreation Program to acquire approximately 342 acres adjacent to Hoko River State Park

1i Termination letter to Sequim Open Air Market for American Rescue Plan Act Funds ARPA

1j Resolution authorizing the Board of Equalization to convene

1k Approval of the Dungeness River Management Team membership roster

1l Proclamation Recognizing Tuesday, December 3, 2024 as #ClallamGives on #GivingTuesday

ACTION TAKEN: CRJm to adopt the consent agenda, CMOs, mc

REPORTS AND PRESENTATIONS

- CMO read the Proclamation Recognizing Tuesday, December 3, 2024 as #ClallamGives on #GivingTuesday
 - Jessica Elliott, Olympic View Community Foundation, provided comment
- CMO commented on Thanksgiving basket deliveries, Forestry, Carbon, Commissioner of Public Lands, Washington Association of Counties, Legislative Meeting update
- CMF commented on Thanksgiving basket deliveries, Sarge's Place, certified general election

CONTRACTS AND AGREEMENTS

2a Agreement amendment 1 with Habitat for Humanity of Clallam County for American Rescue Plan Act Funds ARPA

ACTION TAKEN: CRJm to approve, CMOs, mc

2b Agreement addendum with Forks Police Department for administrative support or training

ACTION TAKEN: CRJm to approve, CMOs, mc

2c Agreement with Washington State Department of Fish and Wildlife to assist with implementation of the McDonald Creek Fish Passage and Irrigation Project

ACTION TAKEN: CRJm to approve, CMOs, mc

ADMINISTRATION

3a Resolution authorizing expenditures from the Hotel/Motel Tax Fund for the approved 2025 Lodging Tax funding applications

ACTION TAKEN: CRJm to adopt, CMOs, mc

BUDGET

4a Resolution establishing the 2025 levy rates for Veteran's Relief, Developmental Disabilities and Land Assessment Funds for Clallam County

ACTION TAKEN: CRJm to adopt, CMOs, mc

HEARING(S)

5a Resolution adopting the 2025 Clallam County Budget

**BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of December 2-6, 2024**

Page 3

Resolution adopting the 2025 Clallam County Budget Emergency Appropriations
Mark Lane, Chief Financial Officer, provided a staff report

- Board held discussion

ACTION TAKEN: CRJm to open the public hearing, CMOs, mc

- The following provided testimony:
 - John Worthington, Sequim
 - Peter Craig, Carlsborg
 - Ed Bowen, Clallam Bay
 - Karin Cummins, Sequim
 - Pepai Whipple, Sequim
 - Eric Fehrmann, Sequim
 - Jeff Tozzer, Sequim
- The following provided written testimony: Anna Plager, Don Crawford, Lorrie Kuss, Pamela Rushton

ACTION TAKEN: Hearing was continued to 5 p.m.

PUBLIC COMMENT

- Karin Cummins, Sequim, commented on the sound system, budget
- John Worthington, Sequim, commented on budget, tax
- Jeff Tozzer, Sequim, commented on cars, gas tax, Jamestown S'Klallam Tribe
- Eric Fehrmann, Sequim, commented on the Legislators, affordable housing
- Ed Bowen, Clallam Bay, commented on Hoko River State Park land acquisition, Wild Olympics,

Meeting concluded at 1:01 p.m. and continued to a hearing regarding consideration of Resolutions adopting the 2025 Clallam County Budget and 2025 Clallam County Budget Emergency Appropriations convening at 5 p.m. Present were Commissioners Johnson, Ozias and French and Administrator Mielke.

HEARING(S) – Continued

5a Resolution adopting the 2025 Clallam County Budget

Resolution adopting 2025 Clallam County Budget Emergency Appropriations

- Mark Lane, Chief Financial Officer and ATM, provided a staff report
- The following provided testimony:
 - Anna Plager, Sequim (see attached)
 - Ed Bowen, Clallam Bay

ACTION TAKEN: CRJm to close the public hearing, CMOs, mc

Resolution adopting the 2025 Clallam County Budget

ACTION TAKEN: CMOM to adopt with the modification to add a \$150,000 placeholder for the Parks Operation Budget for the Park Master Plan, CRJs, mc

Resolution adopting 2025 Clallam County Budget Emergency Appropriations

ACTION TAKEN: CRJm to adopt, CMOs, mc

Meeting concluded at 5:29 p.m. and continued to two executive sessions to be held on Wednesday, December 4, 2024 at 8 a.m. regarding litigation and collective bargaining.

EXECUTIVE SESSION – December 4, 2024 at 8 a.m.

The Board convened in open session at 8 a.m. a.m. to discuss litigation. Present were Commissioners Ozias, French and Johnson, Administrator Mielke, Finance Department Lane and outside counsel Duncan Fobes.

ACTION TAKEN: CMOM to recess to executive session for 1 hour, CRJs, mc

The Board recessed into executive session at 8:02 a.m.

The Board convened in open session at 9:02 a.m.

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of December 2-6, 2024
Page 4

ACTION TAKEN: CMOM to authorize Duncan Fobes to proceed to file a court action regarding the Coroner issue, CRJs, mc

CMO noted that there will be an upcoming discussion at work session for those interested in the Coroner topic.

BOCC concluded the executive session regarding litigation at 9:02 a.m. and continued to an executive session at 9:02 a.m. regarding litigation.

The Board convened in open session at 9:02 a.m. a.m. to discuss litigation. Present were Commissioners Ozias, French and Johnson, Administrator Mielke, Prosecuting Attorney Office Boughton, Finance Department Lane, Public Records Major and Anderson, and Sheriff's Office Waknitz and Shore.

ACTION TAKEN: CMOM to recess to executive session 15 minutes, CRJs, mc

The Board recessed into executive session at 9:03 a.m.

The Board convened in open session at 9:17 a.m.

ACTION TAKEN: CMOM to follow the Prosecuting Attorney's Office advice to go with option 2, CRJs, mc

BOCC concluded the executive session regarding litigation at 9:18 a.m. and continued to an executive session at 9:18 a.m. regarding collective bargaining.

The Board convened in open session at 9:18 a.m. a.m. to discuss collective bargaining. Present were Commissioners Ozias, French and Johnson, Administrator Mielke, Risk Management Reyes, and Finance Department Land and Turner.

ACTION TAKEN: CRJm to recess to executive session for 45 minutes, CMOs, mc

The Board recessed into executive session at 9:18 a.m.

The Board convened in open session at 10:03 a.m.

ACTION TAKEN: No Action will be taken

BOCC concluded the executive session regarding collective bargaining at 10:03 a.m.

Meeting concluded at 10:03 a.m. and continued to 9 a.m., Monday, December 9, 2024.

The Board of Commissioners attended a WSAC virtual update, Housing Solutions Committee Meeting, and Peninsula Behavioral Health Groundbreaking Ceremony during the week of December 2.

PASSED AND ADOPTED this 10th day of December 2024.

ATTEST:


Loni Gores, MMC, Clerk of the Board



BOARD OF CLALLAM COUNTY COMMISSIONERS


Mark Ozias


Randy Johnson


Mike French

BOCC Mail Correspondences Received from other Jurisdictions



RECEIVED
CLALLAM CO. COMMISSIONERS

DATE: November 20th, 2024

NOV 22 2024

TO: Todd Mielke, County Administrator, Clallam County

1...2...3...A...

NOTICE OF INTENT – TAX INCREMENT FINANCING

Dear Todd,

In August 2024, the City of Sequim engaged Stowe Development & Strategies in partnership with ECONorthwest (SDS/ECO team), to conduct a Tax Increment Financing (TIF) analysis. TIF is a financial tool municipalities use to fund essential infrastructure in underutilized/hard-to-develop areas.

The purpose of this letter is to notify you that the City of Sequim plans to submit a Tax Increment Financing Project Analysis to the Office of the State Treasurer (OST). The submission will occur no later than 90 days from the date of this letter. The City intends to explore the utilization of TIF to support viable development and critical utility infrastructure in the northeastern area of Sequim. A copy of the potential Tax Increment Area (TIA) (area incorporated in the TIF) is attached. In accordance with Chapter 39.114 RCW, the City is required to notify all taxing districts potentially affected or part of the TIA.

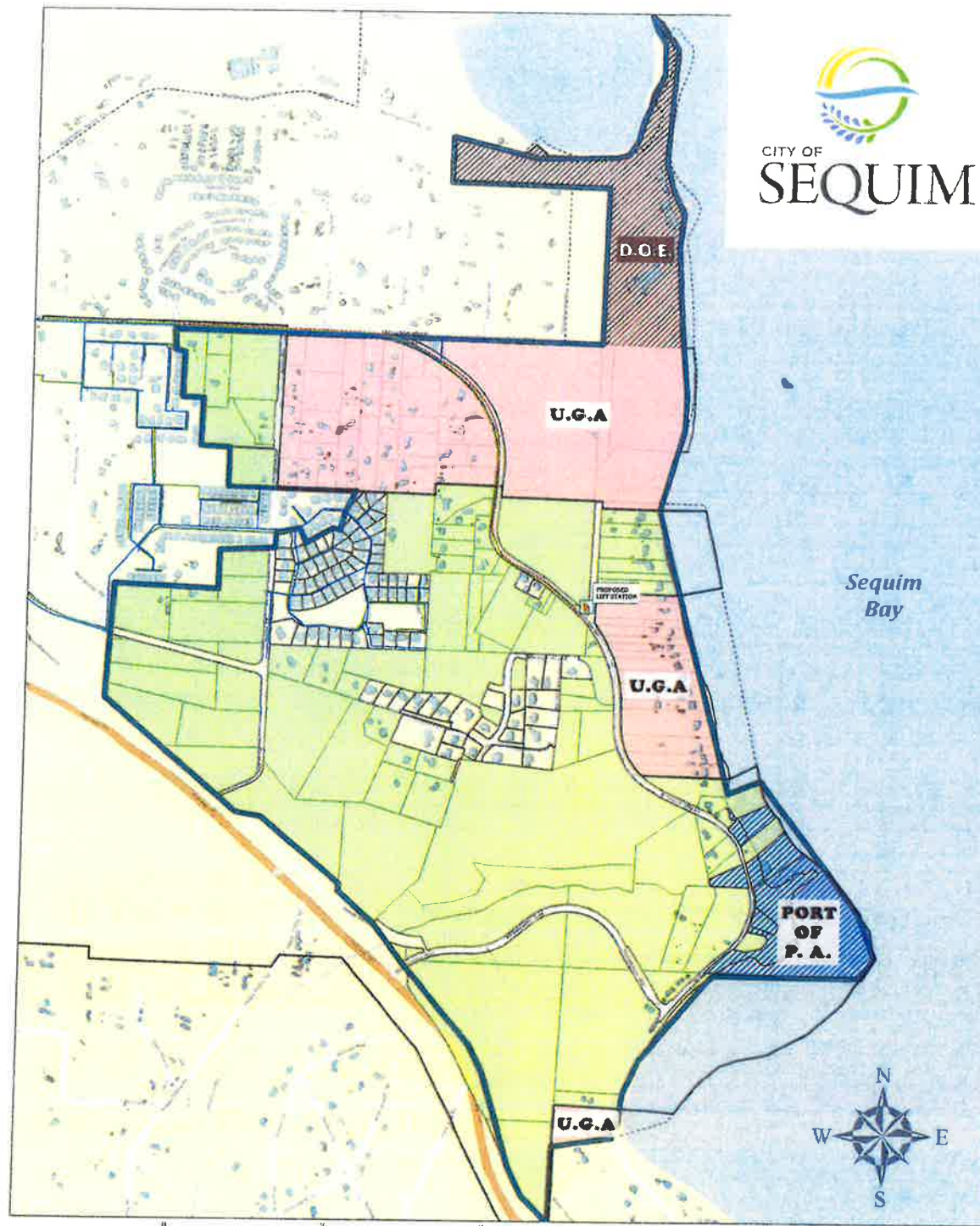
Upon submission, the OST has 90 days to review the Project Analysis. The purpose of this analysis is to evaluate the viability of implementing a TIF Strategy in Sequim. The City has not yet determined whether to establish a Tax Increment Area; the Project Analysis will serve as a resource for evaluating this decision. If the City decides to move forward, public notices and briefings will be issued, and early outreach meetings will be held from March through May of 2025 to engage with stakeholders. The formal adoption of a TIF, if pursued, can only occur on June 1st of each year.

The City remains committed to transparent communication and excellent customer service throughout this process. However, as this effort is still in its early evaluation phase and no outcomes have been decided on, we ask for your patience while we conduct a thorough and detailed analysis over the coming months.

For questions or concerns, please contact Merrin Packer, Executive Assistant in the City Manager's Office, at mpacker@sequimwa.gov. She can help coordinate answers to your inquiries.

Warmly,

Matthew Huish
City Manager
City of Sequim



	GENERAL CONTRIBUTING AREA ~ 612 ACRES		CITY LIMITS		Proposed Forced Sewer Mains
	PROPOSED T.I.F. PARCELS IN CITY LIMITS ~363 ACRES		URBAN GROWTH AREA		Proposed Gravity Sewer Lines
	TAX-EXEMPT PARCELS		PROPOSED LIFT STATION		Proposed Water Main
	DEPT. OF ENERGY ~36.5 ACRES				Existing Sewer Main
	PORT OF PORT ANGELES PARCELS ~24.3 ACRES				Existing Water Main

FOR GENERAL INFORMATIONAL PURPOSES ONLY

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*This map is not a definitive showing of a possible Tax Increment Area (TIA), but used for the purposes of a TIA Project Analysis



You're Invited!

GROUNDBREAKING CEREMONY

Celebrating the Start of Our 36-Unit
Permanent Supportive Housing Project

Join Peninsula Behavioral Health as we break ground on North View - a transformative project that will provide safe, stable housing and essential support services for individuals in need. North View is a significant step toward addressing homelessness in our community, and we are thrilled to share this milestone with you!

 **Date: Friday, December 6, 2024**

 **Time: 12pm - 1pm**

 **Location: 138 W. 2nd Street, Port Angeles, WA
(Corner of 2nd Street and Oak Street)**

Ceremony schedule:

- Welcoming remarks by community leaders
- Overview of the project and its impact
- Groundbreaking ceremony

RSVP to dev@peninsulabehavioral.org or call (360) 457-0431 x 531159.

Peninsula Behavioral Health
118 East 8th Street
Port Angeles, WA 98362
www.PeninsulaBehavioral.org



From: noreply@civicplus.com
Sent: Sunday, December 1, 2024 11:43 PM
To: Gores, Loni
Subject: Online Form Submission #6194 for Contact the Clerk of the Board

Contact the Clerk of the Board

First Name Anna
Last Name Plager
Email akplager@gmail.com
Phone 9078885414
Subject 2025 Capital Budget -- Parks

Comments

Good day, Commissioners French, Johnson, Ozias, My name is Anna Plager and I am a member of the Clallam County Parks & Recreation Advisory Board. I am voicing my own comments, not as an official board representative.

At last month's Advisory Board meeting, we were informed that the 10-year Comprehensive Parks & Recreation Master Plan update has been deferred from 2025 to 2028. This came as a big shock and surprise to all board members, who had been reminded all year long of our planning obligations by Director Crawford.

The existing 2016 Master Plan is woefully outdated. The Board can make educated guesses without a plan update, but meaningful public participation in the planning process is key to making broadly-supported, wise decisions. We desperately need a current assessment of the parks' conditions (all 23 of them) and what items are most essential to change or upgrade, which Director Crawford has indicated we will have by our February meeting.

You may have heard about the modified Master Plan the board amended and adopted last year, when we were out of compliance with RCO requirements. You should realize that effort was streamlined to qualify for RCO requirements, but did not include any significant plan changes or meaningful public participation.

You already know about the carefully-selected, six-person planning team established in April of 2024 to help advise the Department on preparing the new 10-year plan. With their help and with the Parks Director's support, we have:

- generated a park user public opinion survey for broad distribution,
- initiated data collection of numbers of park visitors via roadway counters,
- drafted an 8-page request for proposals (RFP-RFQ) ready for release in 2025.

Your proposed planning delay feels as if the rug has been pulled out from under all our hard work this past year. One of the Board's most important duties for the County is conducting a new Master Plan every 10 years [County Policy 461.4]. In best case scenarios, master planning processes take a couple of years to initiate and complete, so the 3-year funding delay effectively means 5 more years without a plan update. If no change is made in the current proposed capital budget, the 10-year plan due in 2027 will be lucky to take effect in 2030. The board might as well take a 5-year break.

One bright spot this year is the new Parks Capital Improvement Fund that accrues from camp reservation fees. This year that Fund holds more than 100-thousand dollars and we expect that annual accrual will only grow. We look forward to endorsing new, improved facilities at our 23 parks over the years, demonstrating that the County supports our parks for the public's enjoyment and well-being. We were doubly dismayed to learn at our November meeting that this special Parks CIP fund has been earmarked to pay for a park improvement that offers very little in terms of recreation benefit – it will install two automated fee payment stations.

We first learned of this proposed delay in funding for the plan a month ago. Perhaps we were naïve to believe Director Crawford's encouragement to make progress on the plan. The 5-year CIP showed a funding request of \$120,000 in 2025 to hire a consultant to conduct the 10-year plan update. I ask that these funds be approved. The cost of master planning will not decrease over time, indeed, this is probably a low-ball estimate. Please do not push this funding down the road.

Thank you for the opportunity to share my concerns with you today.

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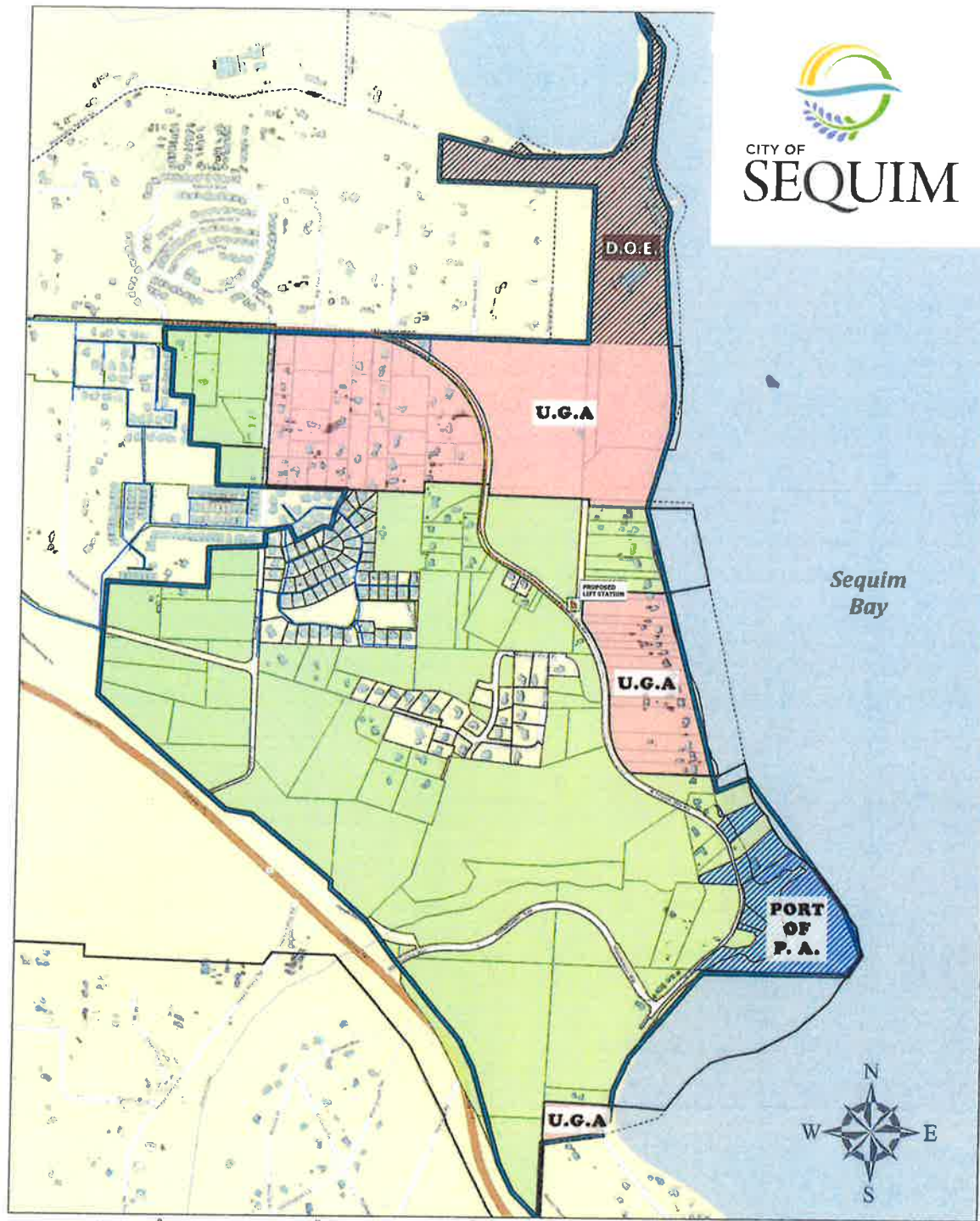
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City Manager
City of Sequim



- | | | |
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From: noreply@civicplus.com
Sent: Sunday, December 1, 2024 11:43 PM
To: Gores, Loni
Subject: Online Form Submission #6194 for Contact the Clerk of the Board

Contact the Clerk of the Board

First Name	Anna
Last Name	Plager
Email	akplager@gmail.com
Phone	9078885414
Subject	2025 Capital Budget -- Parks
Comments	Good day, Commissioners French, Johnson, Ozias, My name is Anna Plager and I am a member of the Clallam County Parks & Recreation Advisory Board. I am voicing my own comments, not as an official board representative. At last month's Advisory Board meeting, we were informed that the 10-year Comprehensive Parks & Recreation Master Plan update has been deferred from 2025 to 2028. This came as a big shock and surprise to all board members, who had been reminded all year long of our planning obligations by Director Crawford. The existing 2016 Master Plan is woefully outdated. The Board can make educated guesses without a plan update, but meaningful public participation in the planning process is key to making broadly-supported, wise decisions. We desperately need a current assessment of the parks' conditions (all 23 of them) and what items are most essential to change or upgrade, which Director Crawford has indicated we will have by our February meeting. You may have heard about the modified Master Plan the board amended and adopted last year, when we were out of compliance with RCO requirements. You should realize that effort was streamlined to qualify for RCO requirements, but did not include any significant plan changes or meaningful public participation. You already know about the carefully-selected, six-person planning team established in April of 2024 to help advise the Department on preparing the new 10-year plan. With their help and with the Parks Director's support, we have:

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Correspondence - Pam Rushton
Received 11/10/24 @
8:33am

Subject: Follow-Up on Budget Meeting and Layoff Decisions

Dear Todd,

First, I want to apologize for losing my temper with you on Friday. It was very unprofessional but having your decisions dropped on me was a little disconcerting. As you are aware you and I have not had any discussions about the budget since October 29th until I emailed you on November 8th asking about the BOCCs final decisions that I heard from another elected official. Again, nobody came to talk to me about this decision.

I wanted to provide a detailed response regarding the discussions and decisions made during the budget meeting with the commissioners, as well as the subsequent actions taken.

- **Budget Meeting Discussions:**

- I reviewed the 6-hour recording of your budget meeting with the commissioners prior to the mediation meeting you and I were in the next day.
- During the meeting, the commissioners appeared to have a “for now message” about their final recommendation:
 - **Lisa’s Position:** As you told me in the mediation meeting the day after your last budget meeting with the commissioners, they were leaning towards laying off one person, with Lisa mentioned due to her administrative role and concerns about new construction needs. I even shared with my Chief Deputy and Chief Appraiser the next morning about the direction the BOCC was leaning according to what we discussed. You may think I heard what I wanted, but I don’t have any hearing issues.
 - **Commissioner’s Opinions:**
 - Randy was ambivalent about laying off two positions. I believe he has a pretty good understanding of the challenges our office faces for the future. He also mentioned that we were clear in our budget meeting that layoffs in our office would lead to reduced revenue for the county.
 - Mike proposed a compromise, suggesting one layoff instead of two, referencing technological tools aimed at increasing efficiency.
 - Mark supported Mike’s compromise for now. He later expressed what his understanding about the current use audit workloads, admitting he had not had any additional conversation with my office for clarity.
- There was no conclusive decision on a specific position or individual to be laid off.
 - **Rebecca’s Input:**
 - Rebecca highlighted her understanding of our department’s structure, describing it as having two distinct “sides of the house.”
 - She suggested that, based on current trends, determining which side should absorb the layoff would be straightforward. Again, in this meeting there was no discussion of a specific position or person.
 - Rebecca indicated she would **temporarily** divide the 7% budget figure by two, though the rationale for this approach remains unclear.

- **Concerns Regarding Process:**

- **Lack of Communication:**
 - I was not informed of the actions that were being taken following the EO/DH meeting on Friday. You can imagine my surprise when I was told that Lisa would be receiving her layoff notice that day. Again, NO previous notice to me or my office given.
 - Historically, elected officials have not been subjected to decisions made by others, assuming they know better how to manage another official’s department when it comes to priority of jobs or personnel.

- **Transparency:**
 - The decision to identify specific positions or individuals for layoffs was not discussed in the commissioners' meeting or communicated to you in that meeting.
 - I have repeatedly questioned why the county does not evaluate newly created positions first when considering layoffs.
 - I have expressed my concerns before about communication with elected officials and ask to be treated with the same information and respect you would give to your appointed officials.
- **Core Government Functions:**
 - I have also raised concerns about funding non-mandated functions at the expense of cutting core governmental responsibilities.
 - Our office is strictly core government with RCWs addressing our duties. As you can look back at our previous year's budgets, we have continued to be conservative when it comes to spending or adding FTE's. Our workload continues to grow, and we have worked hard to prioritize our duties without adding to the drain on the General Fund or the taxpayers of this county. We have continued to do more with less, again I have been very clear about this. We were also clear that our request for new technology to be added to our department was to try to keep up with the additional workload and to avoid having to add FTEs to keep up. We also made it clear when this new technology was introduced that if the technology does what we hope it will and makes some of our processes more efficient that if we could reduce our FTE's we would do it through attrition knowing we will be having retirements coming in the next couple of years. At this point we have new technologies that still need to be learned how best to accomplish these goals. Not sure how to accomplish this when we are losing staff now.

I am deeply concerned about the decision-making process and lack of clarity and transparency in these matters. I hope we can address these issues and work towards a more collaborative and equitable approach.

Sincerely,

Pam Rushton

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Phone	9078885414
Subject	2025 Capital Budget -- Parks
Comments	Good day, Commissioners French, Johnson, Ozias, My name is Anna Plager and I am a member of the Clallam County Parks & Recreation Advisory Board. I am voicing my own comments, not as an official board representative. At last month's Advisory Board meeting, we were informed that the 10-year Comprehensive Parks & Recreation Master Plan update has been deferred from 2025 to 2028. This came as a big shock and surprise to all board members, who had been reminded all year long of our planning obligations by Director Crawford. The existing 2016 Master Plan is woefully outdated. The Board can make educated guesses without a plan update, but meaningful public participation in the planning process is key to making broadly-supported, wise decisions. We desperately need a current assessment of the parks' conditions (all 23 of them) and what items are most essential to change or upgrade, which Director Crawford has indicated we will have by our February meeting. You may have heard about the modified Master Plan the board amended and adopted last year, when we were out of compliance with RCO requirements. You should realize that effort was streamlined to qualify for RCO requirements, but did not include any significant plan changes or meaningful public participation. You already know about the carefully-selected, six-person planning team established in April of 2024 to help advise the Department on preparing the new 10-year plan. With their help and with the Parks Director's support, we have:

- generated a park user public opinion survey for broad distribution,
- initiated data collection of numbers of park visitors via roadway counters,
- drafted an 8-page request for proposals (RFP-RFQ) ready for release in 2025.

Your proposed planning delay feels as if the rug has been pulled out from under all our hard work this past year. One of the Board's most important duties for the County is conducting a new Master Plan every 10 years [County Policy 461.4]. In best case scenarios, master planning processes take a couple of years to initiate and complete, so the 3-year funding delay effectively means 5 more years without a plan update. If no change is made in the current proposed capital budget, the 10-year plan due in 2027 will be lucky to take effect in 2030. The board might as well take a 5-year break.

One bright spot this year is the new Parks Capital Improvement Fund that accrues from camp reservation fees. This year that Fund holds more than 100-thousand dollars and we expect that annual accrual will only grow. We look forward to endorsing new, improved facilities at our 23 parks over the years, demonstrating that the County supports our parks for the public's enjoyment and well-being. We were doubly dismayed to learn at our November meeting that this special Parks CIP fund has been earmarked to pay for a park improvement that offers very little in terms of recreation benefit – it will install two automated fee payment stations.

We first learned of this proposed delay in funding for the plan a month ago. Perhaps we were naïve to believe Director Crawford's encouragement to make progress on the plan. The 5-year CIP showed a funding request of \$120,000 in 2025 to hire a consultant to conduct the 10-year plan update. I ask that these funds be approved. The cost of master planning will not decrease over time, indeed, this is probably a low-ball estimate. Please do not push this funding down the road. Thank you for the opportunity to share my concerns with you today.

Please Note

This form is not for emergencies. If you have an emergency, please phone 911.

Email not displaying correctly? [View it in your browser.](#)

Correspondences received 12/2/24 @ 1:52 pm – Lorrie Kuss

Dear Commissioners,

I am writing to express my deep concern over the recent decision to eliminate the administrative position responsible for processing senior exemption applications within the Clallam County Assessor's Office. This decision has far-reaching consequences that jeopardize the well-being of our senior community and strain the resources of an already overburdened office.

This position is mandated by law to ensure that our seniors receive the property tax exemptions they are entitled to. The elimination of this role creates an unfunded mandate, as the Assessor's Office now faces the impossible task of absorbing these additional responsibilities without the necessary personnel. The employees in the Assessor's Office already carry significant workloads, and expecting them to take on more duties without additional support is both unreasonable and unsustainable.

I would also like to highlight that all positions within our office are mandated by law. This includes roles such as Current Use, Personal Property, Deed Processing, and any other positions associated with the Assessor's Office. Each of these roles is crucial to the accurate and efficient functioning of our office and to ensuring compliance with state laws and regulations.

Furthermore, I urge you to consider the Assessor, Pam's, offer to retire in July of 2025. This would provide a relative alternative to the current situation, allowing for a more planned and structured transition that would not disrupt the essential services provided by our office.

The loss of this position will likely result in delays and errors in processing applications, causing undue stress and hardship for our senior residents. Our seniors, many of whom are on fixed incomes, rely on these exemptions to maintain their financial stability. It is our duty to ensure that they receive timely and accurate service.

I urge you to reconsider this decision and restore the administrative position to safeguard the integrity of our senior exemption program. By doing so, we can ensure that our seniors continue to receive the support they deserve without placing undue strain on our dedicated public servants.

Thank you for your attention to this critical matter. I look forward to your prompt and favorable response.

Sincerely,

Lorrie Kuss
Clallam County Chief Deputy Assessor

From: Crawford, Donald
Sent: Tuesday, December 3, 2024 12:08 PM
To: Mielke, Todd; Gores, Loni
Cc: Turner, Rebecca; Lane, Mark
Subject: Parks Master Plan Update related to budget testimony this morning

Subject: Clarification on Parks Master Plan Update

I listened to Parks Advisory Board Chairman Peter Craig's testimony during the budget hearing this morning.

During the budget hearing this morning, I listened to Parks Advisory Board Chairman Peter Craig's testimony.

- 1.** The budget of \$120,000 for the Parks Master Plan Update was based on extensive research of public organizations of similar size. Unfortunately, I could not find substantive online information about our peer counties: Mason, Island, Cowlitz, Grays Harbor, Jefferson, and Lewis. I also attempted to reach out to many of these counties by phone but have yet to be successful. The figure of \$120,000 represents a middle-range estimate derived from the information I found online. The actual budget for this work will largely depend on the final scope of work. Given the complexity and size of our park system, we can complete the task within the stated budget.
- 2.** During the November Parks Advisory Board Meeting, I clearly explained that we can utilize the annual master plan amendment mechanism as outlined in the County Administrative Code to address the Advisory Board's priorities. Any desired changes made before the formal funding of the Master Plan Update can be included in the annual amendments. This approach will allow us to progress until we secure funding or grants for an update.
- 3.** At both the October and November Parks Advisory Board Meetings, I made a formal commitment to use the Parks Master Plan as a guide for identifying prioritized projects to pursue. I did, however, clarify that all recommendations from the Parks Advisory Board are subject to the needs and priorities of the Board of County Commissioners (BOCC). I also identified at least four projects from the current master plan already included in the Five-Year Plan for the advisory board.
- 4.** The Parks, Fair, & Facilities Department (PFF) has not been deemed ineligible for grant funding due to issues related to the Master Plan during the past decade.

I am happy to discuss any other discrepancies raised in Chairman Craig's testimony.

Respectfully,

R.Donald Crawford, CGM

Director

Clallam County

Parks, Fair, & Facilities Department

223 East Fourth Street, Suite 7

Port Angeles, WA 98362-3000

360.797.8283 cell



**2027 Clallam County Parks and Recreation
Comprehensive Master Plan- Opinion Survey**

<https://clallamcountywa.gov/SurveyParks>



Gores, Loni

From: Mielke, Todd
Sent: Tuesday, December 3, 2024 5:00 PM
To: Gores, Loni
Subject: FW: Parks Master Plan Afternoon 12.3.2024 Update

FYI...

Todd Mielke

*County Administrator
Clallam County
223 E 4th St, Suite 4
Port Angeles, WA 98362
Ph 360-565-2670
County Cell 360-477-1501
Email: todd.mielke@clallamcountywa.gov*



From: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>
Sent: Tuesday, December 3, 2024 4:54 PM
To: Mielke, Todd <Todd.Mielke@clallamcountywa.gov>
Cc: Turner, Rebecca <Rebecca.Turner@clallamcountywa.gov>; Lane, Mark <mark.lane@clallamcountywa.gov>
Subject: Parks Master Plan Afternoon 12.3.2024 Update

After further thinking, I offer the following additional insights.

First, Master Planning for the Dungeness Off-Channel Reservoir will be funded as part of the park development project (including O&M Budgeting). The Parks Master Plan only needs to reference the site for future park expansion. When the project is complete, a portion of the project that will be the responsibility of PFF will formally be transferred. At that time, we will amend the master plan to include it.

Second, the A&E portion of the Proposed Pillar Point Reconversion Project is in the five-year capital plan. The Parks Master Plan only needs to reference the site for future park expansion. The site's master planning will be paid for as part of the project

(including O&M Budgeting). When the project is complete, we will amend the master plan to include it.

Third, Master Planning for the Slip Point Project will be funded as part of the park development project (including O&M Budgeting). The Parks Master Plan only needs to reference the site for future park expansion. When the project is complete, we will amend the master plan to include it.

Early next month, I committed to the Parks Advisory Board to begin updating the capital needs portion of the Parks Master Plan. The Staff has been working on this informally for some time. I need to remove the completed projects from the current master plan, update the pricing on the remaining projects, and add the additions with corresponding budgets. Staff will make a first version priority list based on our ongoing deliberations. I will present it to the parks advisory board for their priority recommendations.

Once the BOCC ratifies the master plan, I will commence a review of the master plan priorities for placement on the five-year capital plan annually. Again, the capital plan already has four to five Parks projects. I know the board disagrees with the prioritization of renovating the Lake Pleasant Park Playground, but life safety concerns make it a priority to the staff, so it is on the plan.

This was in the works before this morning's public comments. This plan has been shared repeatedly, both informally and formally, with the board.

R.Donald Crawford, CGM

Director

Clallam County

Parks, Fair, & Facilities Department

223 East Fourth Street, Suite 7

Port Angeles, WA 98362-3000

360.797.8283 cell



**2027 Clallam County Parks and Recreation
Comprehensive Master Plan- Opinion Survey**

<https://clallamcountywa.gov/SurveyParks>

BOARD OF CLALLAM COUNTY COMMISSIONERS PUBLIC HEARING

HEARING(S) – Beginning at 10:30 a.m. and 5 p.m.

- 5a Resolution adopting the 2025 Clallam County Budget
Resolution adopting the 2025 Clallam County Budget Emergency Appropriations
Hearing will be continued to Tuesday, December 3, 2024 at 5 p.m.

I declare under penalty of perjury under the laws of the State of Washington that any testimony that I give is true and accurate. Please print name and address clearly.

Nº	PRINTED NAME	SIGNATURE	ADDRESS
1	Anna Flager	Anna Flager	560 Williamson Rd Sequim
2	Diane Chung	Diane Chung	2143 E 3rd Ave PA
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Public Testimony
Anna Mager
12/3/24 @ 5 pm

Hello Board of Clallam County Commissioners and associated County staff,

Thank you so much for lending your ears to the public at this important juncture. Let us hope that your proficient handling of our lean budget period will position us well for the future.

Thank you as well for your positive response to the Park Advisory Board Chairman Peter Craig's earlier plea today to fund the 10-year Master Plan update, as originally proposed for the 2025 budget. It is a huge relief and you have earned a well-deserved pat on the back for all your hard work trying to balance the budget given all the competing pressures you deal with.

I will share with you my partial list of concerns that exemplify an overarching issue that exists within the Parks management structure – lack of expertise. We have felt constrained and undermined by decisions made without our participation, such as:

- prohibiting a new waterfront campsite at Salt Creek Recreation Area as part of the Washington Water Trails System, saying it is not in the Master Plan,
- also not in the Master Plan, constructing a 3/4-mile new trail in Robin Hill Farm Park this summer without board notice or discussion, including dozer and excavator work with culverts and turnpike, with the County Parks budget paying for the equipment rental & materials (thank goodness the Backcountry Horsemen offered volunteer labor and so glad the PDN covered the story so we would know about this new park asset),
- also at Robin Hill two years ago, giving away hundreds of trees that blew down in the big windstorm to a vendor without inventorying the stock value belonging to the public;
- refusing to pursue grant possibilities to help fund our capital needs;
- not posting the new Park Master Plan 2024-2026 on the County website;
- deciding on capital funding requests without having the appropriate Advisory Board discussion in a timely manner beforehand.

Director Crawford is only one person. He is trying to do the job of the previous Park Chief position AND supervise the more critical county asset, the 600-pound entity in our department – Facilities. There is NO ONE on county staff ^{whose job is solely} dedicated to managing the 23 ^{county} parks, as there was just a few years ago. As a result, a lot of

It's a big job, requiring lots

things fall through the cracks and we end up in front of you asking for last-minute concessions. It is not the best way to run a business or a government.

I want to apologize for coming to you two years in a row, airing our discontent. I regret that we do not yet employ an annual calendar to guide scheduling the board's decision-making, so that we are better prepared to meet important due dates for our actions. We will set that up for 2025, I promise.

I, as well as others on the Advisory Board and Planning Team, have worked hard, volunteering many hours outside of the board meetings, trying to move the needle on our assigned tasks. I believe it is poor form for the board and team to be doing staff work, such as:

- writing public opinion surveys,
- drafting Plan modifications for public review,
- writing RFP-RFQs for contracts over \$100K, and
- continuing to miss deadlines, such as this budget review two years in a row!

We need better support within county personnel. As we look to the retirement of two of the 5 lead staff in our department within the next year, please consider that we either need a direct line supervisor within this department or the Parks function could be transferred to another department with more supportive staff.

I do not want to throw Don or Melissa or Rick under the bus, because they have their hands over-full doing their jobs. I believe they truly try their best, but something is thwarting our ability to provide the very best parks and recreation opportunities that Clallam County can offer.

Thank you for your consideration of our concerns,

Anna Plager, Park and Recreation Advisory Board

December 3, 2024

