



Clallam County Parks, Fair & Facilities Department

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

October 13, 2025

To: Clallam County Fair Advisory Board

The regular monthly meeting of the Clallam County Fair Advisory Board will be held **Wednesday, October 22, 2025 at 6:00 p.m.** at the Clallam County Courthouse, 223 E. Fourth Street, Room 160, in the Board of Commissioners Board Room.

Attention

Fair Advisory Board meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use Webinar ID: **881 0699 0452** and passcode: **12345**

If you would like to participate in the meeting via Zoom video conference, visit www.zoom.com and use Webinar ID: **881 0699 0452** and passcode: **12345**.

This meeting can be viewed on a live stream at this link: <https://clallamcountywa.gov/meetings>

Public comment can be directed to the Fair and Special Events Coordinator at 360-565-2610 or via email at Aspen.Smith@clallamcountywa.gov

REGULAR MEETING AGENDA

- A. Call to Order, Pledge of Allegiance, Land Acknowledgement
- B. Determination of Quorum
- C. Request for Modification/Approval of Minutes/Action Item*
- D. Public Comment on Agenda Items – Please limit comments to 3 minutes
- E. Committee Reports
 - 1. Junior Livestock Auction
 - 2. 4-H/WSU Extension
 - 3. Rodeo – Olympic Peninsula Rodeo Association
- F. Special Committee Reports
 - 1. Superintendents' Handbook- Update
 - 2. Fairgrounds Master Plan- Update
 - 3. Fair Budget- Report

Direct: 360-565-2610
Main Office: 360-417-2291
Aspen.Smith@clallamcountywa.gov

4. Fee Schedule- Action Item

G. Unfinished Business

1. Barn Superintendents needed: Fine Arts, Home Arts & Antique Equipment

H. New Business

1. 2026 Fair Theme Logo – Design Submission*
2. Vote for current renewed Barn Superintendents*
3. Fair Board Officer Elections*

I. Staff Reports

1. Itinerate Vendors & Fire Safety Permits
2. Parent Complaint Email regarding Barn & Vet Check

J. Other Items

1. Volunteer Applications; Returning Volunteers Application*

K. Public Comments on Non-Agenda Items – Please limit comments to 3 minutes.

L. Adjournment

2026 Fair Superintendents for Fair Advisory Board Approval:

- 4H/FFA Still Life- Laurie Davies
- Agriculture – Clea Rome
- Cattle – Bryan Swanberg
- Dog – Carrie Simons
- Floral – Tina Cozzolino
- Goat/Sheep – Cara Cristion
- Hobbies and Crafts – Christena Dalm
- Horse – LaDona Wilson
- Photography – Lewis Bennet
- Poultry – Stacy Tucker
- Rabbit – Brianna Perkins – Woeck
- Swine – Bob Cristion
- Cat- Faith McFall

-----Original Message-----

From: ctkelly@olympen.com <ctkelly@olympen.com>

Sent: Wednesday, September 17, 2025 3:33 PM

To: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>; Mielke, Todd
<Todd.Mielke@clallamcountywa.gov>; megan@bekkevarfarm.com

Cc: Kari Martinez-Bailey <Kmbailey@cityofpa.us>; Greer, Melanie Rose <Melanie.Greer@WSU.edu>; Earley,
Melissa <melissa.earley@clallamcountywa.gov>; Smith, Aspen <aspen.smith@clallamcountywa.gov>

Subject: Re: Itinerate Vendors

I feel that FAB needs to be aware of this NEW REQUIREMENT as many of us solicit new vendors and we should be able to answer questions regarding requirements. Communication is the key to any organization.

Questions:

- 1) Does this requirement apply to any and all vendors within the City limits.
- 2) Does it matter that the County has a lease with the City for the fairgrounds? and the County has it's own requirements. DOUBLE PERMITTING?
- 3) How will be City knows that the county has issued a approved food permit and food handler cards.
- 4) Dry Creek Grange scone booth operates four days at the fair and if we also sell at another event (by invitation) from the scone booth, which is over the five days annually allowance, such as Veteran's Stand Down event, will we need to do another application and pay a fee?
- 5) Will anyone or organization renting the fairgrounds such as the fungi festival be required to follow this new requirement?

Just trying to rap my head around this. Have a fabulous day.

Cindy Kelly
Fair Advisory Board VP

On 2025-09-17 14:53, Crawford, Donald wrote:

> Thank you, Kari, for the follow-up.

>

> Because Itinerate Vendor Permitting is a matter of staff

> responsibility, I will not directly engage the FAB on the matter. That

> said, some board members directly or indirectly transact business as
 > vendors at the fair, and they will be contacted as vendors early in
 > 2026, before issuance of vendor contracts.
 >
 > DON CRAWFORD
 >
 > Clallam County
 >
 > Parks, Fair, and Facilities
 >
 > FROM: Kari Martinez-Bailey <Kmbailey@cityofpa.us>
 > SENT: Wednesday, September 17, 2025 2:43 PM
 > TO: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>; Earley,
 > Melissa <melissa.earley@clallamcountywa.gov>; Greer, Melanie Rose
 > <Melanie.Greer@WSU.edu>
 > CC: Kelly, CIndy <ctkelly@olypen.com>
 > SUBJECT: FW: Itinerate Vendors
 >
 > Hello Chair, Don, and Melissa,
 >
 > Please see the response below to my request for more information
 > related to Itinerate Vendors.
 >
 > I was glad to hear from you that our City team has been helpful and
 > approachable as it relates to the process below.
 >
 > Please consider adding this email to the Board packet as information
 > only.
 >
 > Many thanks,
 >
 > Kari
 >
 > Kari Martinez-Bailey, CMC, CPRO
 >
 > City Clerk
 >
 > City of Port Angeles
 >
 > 360.417.4634 | TTY 360-417-4645
 > [https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.c](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cityofpa.us%2F&data=05%7C02%7CDonald.Crawford%40clallamcountywa.gov%7C0f0905d317a542306af408ddf63a4204%7Cc065de0bacb04822b9683e84b9d37980%7C0%7C0%7C638937452263553339%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydwUslYiOilwLjAuMDAwMCIlAiOiJXaW4zMlslkFOLFoiTWfPbCIsIldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=kcOVDUZ8SGlaTISICSI7tmS5u7moFr5H0373H00iRA%3D&r)
 > [ityofpa.us%2F&data=05%7C02%7CDonald.Crawford%40clallamcountywa.gov%7C0](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cityofpa.us%2F&data=05%7C02%7CDonald.Crawford%40clallamcountywa.gov%7C0f0905d317a542306af408ddf63a4204%7Cc065de0bacb04822b9683e84b9d37980%7C0%7C0%7C638937452263553339%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydwUslYiOilwLjAuMDAwMCIlAiOiJXaW4zMlslkFOLFoiTWfPbCIsIldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=kcOVDUZ8SGlaTISICSI7tmS5u7moFr5H0373H00iRA%3D&r)
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 > [%7C0%7C638937452263553339%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRy](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cityofpa.us%2F&data=05%7C02%7CDonald.Crawford%40clallamcountywa.gov%7C0f0905d317a542306af408ddf63a4204%7Cc065de0bacb04822b9683e84b9d37980%7C0%7C0%7C638937452263553339%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydwUslYiOilwLjAuMDAwMCIlAiOiJXaW4zMlslkFOLFoiTWfPbCIsIldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=kcOVDUZ8SGlaTISICSI7tmS5u7moFr5H0373H00iRA%3D&r)
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 > [3D%7C0%7C%7C%7C&sdata=kcOVDUZ8SGlaTISICSI7tmS5u7moFr5H0373H00iRA%3D&r](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cityofpa.us%2F&data=05%7C02%7CDonald.Crawford%40clallamcountywa.gov%7C0f0905d317a542306af408ddf63a4204%7Cc065de0bacb04822b9683e84b9d37980%7C0%7C0%7C638937452263553339%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydwUslYiOilwLjAuMDAwMCIlAiOiJXaW4zMlslkFOLFoiTWfPbCIsIldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=kcOVDUZ8SGlaTISICSI7tmS5u7moFr5H0373H00iRA%3D&r)

> eserved=0 [1]
 >
 > Connect with the City of Port Angeles on Facebook! [2]
 >
 > FROM: Triston Carlstrom <Tcarlstrom@cityofpa.us>
 > SENT: Monday, September 15, 2025 3:46 PM
 > TO: Kari Martinez-Bailey <Kmbailey@cityofpa.us>
 > SUBJECT: RE: Itinerate Vendors
 >
 > Hi Kari,
 >
 > Please see below for our response:
 >
 > The City requires all vendors operating within city limits to obtain a
 > Mobile & Itinerant (MIV) Vendor permit, with the exception of lemonade
 > stands. There are two types of permits. A minor permit applies when a
 > vendor operates four days or fewer in a calendar year or when services
 > are offered free of charge. This permit is free. A major permit
 > applies when a vendor operates five or more days in a calendar year
 > and carries a fee of \$95.10. Nonprofit vendors are not charged fees.
 >
 > A complete submittal package for an MIV Permit would include:
 >
 > * A two-page general application
 > * A short business narrative (2-3 sentences) written/typed on a
 > separate piece of paper describing their operations and any proposed
 > signage.
 > * Clallam County Health Department approval/exemption if selling food
 > * Labor & Industries approval for mobile units such as food trucks or
 > trailers
 >
 > Port Angeles is part of a statewide initiative sponsored by the
 > Washington State Association of Fire Marshals (WSAFM) to streamline
 > food truck safety inspections. Food trucks operating in Port Angeles
 > and other participating fire department jurisdictions can obtain an
 > inspection from jurisdictions that participate in this program. This
 > inspection is then recognized across all participating areas,
 > simplifying the permitting process.
 >
 > Property owners who wish to host vendors must submit a separate
 > application. Along with the application, the property owner provides a
 > site plan and a narrative explaining details such as parking,
 > landscaping, the number of vendors, and hours of operation. A minor
 > review is required for a single vendor or a small setup, while a major
 > review is required if multiple vendors will operate at the site or if
 > the property is in a residential zone. Events lasting up to seven

> days, or up to fourteen days for nonprofit events, may be exempt from
> site plan review. Restroom facilities must be available either on-site
> or within one thousand feet of the vendor location. Hosting permits
> for property owners are valid for up to five years.

>

> Vendor permits are valid for up to one year and can be renewed if all
> conditions are met. The City may attach conditions to ensure safety
> and compliance, including restrictions on noise, odor, or storage, and
> may require vendors to have a 2A10BC fire extinguisher on site.

> Vendors are not allowed to secure their equipment to benches, light
> poles, trees, or other public structures, and they must comply with
> police or City staff instructions to move if necessary.

>

> Vendors operating only at the Fair in a given year fall under the
> minor vendor category since the event lasts only four days. They must
> still complete the application and provide any required Health
> Department or L&I approvals, but no permit fee is charged. For most
> Fair vendors, the process is limited to submitting the application,
> providing the short business narrative, and turning in any applicable
> approvals. Minor vendor permits can be issued as early as the next
> business day after payment.

>

> _Thank you__,_

>

> TRISTON CARLSTROM B1 [3], CFI-1 [4]

>

> CED Technician II

>

> PHONE 360-809-8172

>

> EMAIL tcarlstrom@cityofpa.us

>

> 321 East 5th Street

>

> <https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cityofpa.us%2F&data=05%7C02%7CDonald.Crawford%40clallamcountywa.gov%7C0f0905d317a542306af408ddf63a4204%7Cc065de0bacb04822b9683e84b9d37980%7C0%7C0%7C638937452263579303%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIlwLjAuMDAwMCIsIlAiOiJXaW4zMilslkFOIjoITWFpbGlldUljjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=TBWJ6akGmuz4jOCw4EBLFZkl6Q%2F8VicYpCVIY0SI5mA%3D&reserved=0> [1]

>

> FROM: Kari Martinez-Bailey <Kmbailey@cityofpa.us>

> SENT: Thursday, September 11, 2025 8:39 AM

> TO: Triston Carlstrom <Tcarlstrom@cityofpa.us>

> CC: Chris Jackson <Cjackson@cityofpa.us>

> SUBJECT: RE: Itinerate Vendors



1 <-

2 ->



3 <-

>> To: "ctkelly@olypen.com" <ctkelly@olypen.com>
 >>
 >> Hi I'm reaching out on a couple different issues that I think are
 >> causing the fair some problems.
 >>
 >> To start the Hobby and Craft barn what an absolute joke for a judge. I
 >> had a long conversation on Thursday of fair with the barn
 >> superintendent. All but 2 of my kids things got white. She said the
 >> item should be judge by itself and the age of the kid. I have 12,10,4
 >> and 2 (almond 3). I mean this is better than the last 2 years as the
 >> toddlers only received participation. There is not a single rule in
 >> the exhibitor guide that has age listed and/or they have so do the
 >> project 100% on their own. I attached a few explains of the judge
 >> sheet where they refused to judge a project because they said a 2 year
 >> couldn't do the project. Not all 2 year olds are the same and it
 >> shouldn't matter if some one helped them a little they still did it.
 >> Also there were items with white ribbons attached but we're give a
 >> zero. The scores were exactly the same for projects and some would
 >> get red but the majority white or nothing. The superintendent thanked
 >> me for entering stuff for my kids because well if you walked through
 >> that barn it was empty. 8 years ago they were trying to find space for
 >> everything entered now they are trying to make it look full. I have
 >> literally entered stuff in this barn for my kids since they were a
 >> year old. Not until the last 3 years has it been an issue. This is a
 >> community event and kids no matter the age are part of the community.
 >> This takes time and one way kids can make a little money. I have a box
 >> that sits out all year and my kids add stuff as the year goes on
 >> because they like to make a little money in the things they work hard.
 >> This year I had to convince my 12 year to even participate because the
 >> last 2 years haven't been worth the disappointment of walking in to
 >> see white ribbon or no ribbons. You wonder why the barn is empty it's
 >> because the judge is judging kids are and projects as if they are
 >> adults. Every single Lego kit had a blue, make it make sense they
 >> literally follow directions to make something, where so much if the
 >> actual art and projects kids do on their own get white. Something
 >> needs to be done with this or your barn will be completely empty.
 >>
 >> Home arts last year 2024 I had the same kind of issues I won't go into
 >> as much detail but my then 9 year old son walked in with a quilt that
 >> he 100% sewed on his own and the barn superintendent looked at him and
 >> said there is no way a 9 year old boy did this, maybe a 9 year girl
 >> but not a boy. So he pulled out the pictures his grandma took of him
 >> sewing and she decided to take the project. This is absolutely sexist
 >> and I should of done something about it immediately. She also told me
 >> there was no way my kids made canned goods and the kids were given
 >> participation ribbons for their canned goods (guess what lady farm
 >> kids are built
 >> different) We opted not to enter anything in that barn this year.
 >>
 >> Now on to the Vet check in situation. My son and I pulled in at 2:15
 >> pm with a turkey in a kennel in the back of the truck. We were suppose
 >> to go to Lincoln Park for shade. Instead the line was in the middle of
 >> the grass field no shade no breeze. After 45 minutes my sons turkey
 >> was turning pale and painting super hard. I asked if we could move up
 >> under the trees we were told no, I said well you are going to have
 >> animals dying. So they discussed it and finally let us move. My son
 >> and I sat in Lincoln Park until 5:30 pm waiting for our turn at vet
 >> check yesterday
 >> 3
 >> hours. Because they were taking big animals first 100% pigs and cows
 >> struggle in the heat of a livestock trailer, but it should if never
 >> taken us that long for 1 turkey. When we finally got back it took us
 >> less than 2 minutes from the moment the vet walked up to us and my son
 >> had his turkey caged. His hogs on the other hand (remember they did
 >> hogs first) pulled in at 4:45 and we're not back to vet check until

>> after 7. His hogs weren't in the pens until almost 8. Almost 6 hours
>> for my son. To do vet checks.
>>
>> Poultry Barn
>> What an absolute mess. Almost 6 hours for a turkey show. The barn
>> superintendent not even opening the barn in the morning for cleaning
>> teenagers with birds had to open up the barn. Not being able to be
>> found multiple times a days. The biggest kicker was when we found out
>> the turkey show was inside the barn and i went and talked to her about
>> my son being legally deaf in one ear and asked her to let the judge
>> know she may have to speak up to him and she told me that wasn't her
>> problem, and he needed to figure it out himself. Excuse me he has a
>> disability.
>>
>> What if vets checked in poultry and rabbits Monday night? We don't
>> have to be on premise with those animals they are for the most part
>> use to being in cages. They can have enough food or water to get to
>> Tuesday evening. They don't really stress out if they are just hanging
>> out.
>> Make a schedule a sign up link to bring in the live stock on Tuesday
>> with scheduled times all goats and sheep in the morning again they
>> don't usually stress like other animals. Then cows they take awhile to
>> check in and usually come with more than 1 in a trailer, then pigs
>> once it starts to cool down. People can sign up for a time slot space
>> them out and if they have more than one species they note that. Get a
>> 2nd vet.
>> Something has to be done. It starts off fair extremely stress for for
>> the kids and parents.
>>
>> Service animals wow just wow
>> This didn't effect me directly but kind of did. Our very good family
>> friend has a 100% trained service dog. He is off leash most of the
>> time except places like the fair. He has all of his certifications.
>> She showed up Friday to watch my son show goats and couldn't she was
>> allowed to walk through the barn to see my son's animals and was told
>> her dog couldn't be over by the animals. What in the actual heck. Oh
>> wait it's because people were bringing their untrained dogs/puppies
>> into the fair grounds. Puppies not old enough to be service animals,
>> dogs riding around in strollers, aggressive German shepherds and no
>> one did a thing about it. There needs to be rules. Other fairs ask for
>> proof of service and you know what people that have true service
>> animals don't care if they are asked for proof their animal is a
>> service animal. You know why they do t care because they know they
>> aren't doing anything wrong. What do people with true service animals
>> and need their animal get punished for people who just don't want to
>> follow rules. You are lucky that people that attended the fair with
>> true service animals haven't turned you in for breaking their rights.
>> There right to have their well trained animal with them, their right
>> to attend an event.
>>
>> There is somethings that need to change or your crowds will look like
>> Friday evening without the rain, the barns will be empty and the fair
>> will be getting sued by people that you break their rights from.
>>
>> I'm sending this anonymously through a board member that I personally
>> know because you know what I can almost guarantee my kid will be
>> punished in his awards next year because of this.

2026 CLALLAM COUNTY FAIR SUPERINTENDENT APPLICATION

J.1

This application is to be completed by each person who desires to serve as the Superintendent of a Department for the Clallam County Fair. The Fair Board will consider each application and make the appointment that seems to be in the best interest of the Fair. If you are appointed before it is official, the County's Risk Management has a Volunteer Application to complete, including a background check.

Faith McFall	()	(360) 912-3503
Name	Phone	Cell Phone
PO Box 1746	Port Angeles	98362
Address	City	Zip
fathmcfath@gmail.com		
E-mail		
Cat barn		
Requested Department		

Describe the qualifications you have that would be of value in carrying out the responsibilities and duties of the position (attach more pages, if necessary):

- Over ten years in Pure Country 4-H in the cat and dairy cattle projects
- Previous assistant superintendent in the cat barn
- Previous assistant cat project leader for Pure Country 4-H
- Repeated volunteer and judge in the cat barn

References: Tara West - (360)-461-7535

Karen Anderson - (360)-360-9173

Signature: Faith McFall Date: 10/11/2025

Clallam County Fair Dates are: August 20-23, 2026

Please turn in application by: January 5, 2026 **

**Clallam County Fair
1608 W. 16th Street
Port Angeles, WA 98363
360-417-2551
web_fairgrounds@clallamcountywa.gov**

****Please note:** Fair Management reserves the right to extend the deadline date if positions are not filled.