



Clallam County

Parks, Fair & Facilities Department

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

CLALLAM COUNTY PARKS ADVISORY BOARD Minutes of September 27, 2022, Meeting

Call to Order	Vice President Roger Hoffman called the meeting to order at 5:30 pm.
Members Present	Roger Hoffman Peter Craig Candace Kathol Bill Hughes Peter Davis
Staff Present	Mark Ozias Donald Crawford Melissa Earley
Previous Minutes	Bill Hughes moved to approve the minutes of the July 5, 2022, meeting, as written. Candace Kathol seconded the motion, which was unanimously approved.
Correspondence Received	No correspondence has been received.
Unfinished Business	<u>Open Meeting Laws and the Use of Granicus</u> – Clallam County Board of Commissioners Chair, Mark Ozias, discussed the importance of live streaming Park Advisory Board meetings. Commissioner Ozias explained the Board of Commissioners previously passed resolution encouraging advisory boards to adhere to the Open Public Meetings Act (OPMA) regulations and use the Granicus platform available in the Commissioners' meeting room to live stream their meetings with the intent to engender more participation and increase transparency. Commissioner Ozias further explained that three new requirements were added to the OPMA this year. First, that meetings must have a physical location available for people to attend. Second, that a public comment period is required if an action is to be taken during the meeting. Finally, when a public comment period is provided, the meeting must also allow opportunity for virtual comment when feasible. To best meet these requirements, most boards in Clallam County have shifted to a hybrid platform using Zoom in conjunction with Granicus. Advisory Board President Peter Craig expressed hesitation and concern regarding being on video, indicating his intent is to volunteer his time and give advice, rather than to be held to the standard of an elected official. Commissioner Ozias indicated he understood the reluctance to being on video, however noted that expectations for volunteers have evolved, and expressed the importance to the community that all boards be accessible.

Don Crawford pointed out to the group the only two boards based in Port Angeles and Sequim who are not in compliance with the Commissioners' Resolution are the Parks Advisory Board and the Fair Advisory Board, and that the Commissioners are simply wishing to close that loop. He went on to say that being on the Advisory Board is not an all or nothing proposition: there are many ways in which to volunteer, giving the example of the Fair Advisory Board which has volunteers who serve on committees but are not on the actual Board.

Commissioner Ozias noted that current technology has progressed to the point where the public expectation is to have virtual access to public meetings. He also indicated that while the Board of Commissioners would prefer not to, he felt confident they would be willing, if necessary, to pass an ordinance requiring all county boards to utilize the live streaming technology available for public meetings, re-emphasizing the Board's wishes that all county public meetings be available in the same format.

Bill Hughes inquired if the OPMA was a state law to which Commissioner Ozias replied that it is indeed law and must be followed. Peter Craig asked if the board could ease into the expectations by first providing auditory rather than video and noted the Supreme Court is not available on a live stream format. Commissioner Ozias replied that the Supreme Court is not subject to OPMA and indicated no, that the next meeting will be available on the hybrid platform utilizing Zoom and Granicus. He again stated he understood the feeling of being uncomfortable on camera and would understand if anyone chose to relinquish their position on the board as a result, however the Board of Commissioners would not be swayed on this issue, emphasizing the importance of increased transparency and public participation.

No action was taken by the board on this issue.

Park Advisory Board Vacancy – Peter Craig and Candace Kathol will join Don Crawford in committee to review applications submitted for the vacancy on the Park Advisory Board left by William Biery's departure.

Committee Reports

No committee reports at this time.

New Business

Comprehensive Park and Recreation Master Plan Amendment – Don Crawford indicated he is in process of applying for several grants to supplement funding of several projects for the Parks department. Many of the grant applications require a 5-year Master Plan rather than the 10-year Master Plan the Parks department currently uses. To that end, Don is working on an amendment to change the 10-year plan into a 5-year plan.

CPI Utilization for Annual Parks Fee Adjustments – Don Crawford discussed the need to address and update numerous fees and rates in the Parks department, proposing that all fees be updated. He explained that once the fees are updated, his plan moving forward would be to use the Consumer Price Index (CPI) to determine what percentage change to the nearest dollar, if any, would be necessary to stay competitive with the current market. Candace Kathol inquired as to which CPI would be used and suggested that any increase not exceed a specified percentage. Don replied that he would work with Clallam County Chief Financial Officer Mark Lane to determine which CPI would be most appropriate.

Fee Schedule Updates – Don Crawford indicated his plan to engage in discussion regarding fee schedule updates at the November meeting.

Park Advisory Board Meeting Schedule – Don Crawford suggested the Parks Advisory Board meet 9 times per year starting in 2023 rather than on a bi-monthly schedule as they do now. He suggested his work style is more aggressive than his predecessor and wishes to receive Advisory Board direction more often than bi-monthly. Board President Peter Craig indicated he is not interested in more meetings per year but said he would be willing to entertain the occasional special meeting in addition to the six regularly scheduled meetings per year.

Staff Reports

Cline Spit and Clallam Bay State Park Property Acquisitions – Don Crawford reported the parcel adjacent to Dungeness Landing County Park at Cline Spit has been purchased by the county for \$127,000 and is now part of the county park system. He further indicated the county's part is complete in the Clallam Bay transfer; the county is currently awaiting Governor Inslee's signature to finalize the transfer.

Clallam Bay USCG Lighthouse Keeper Property Acquisition – Don Crawford gave a brief update on this issue. The USCG is aware they are supposed to convey the property to Clallam County, however current law prevents the conveyance of the property without an asbestos and lead abatement, which they are not wanting to pay for. The county, however, is willing to do the abatement with the assistance of grant funding after the transfer is complete. Don indicated he recently met with Representative Derek Kilmer to see if the bill could be changed to allow conveyance without abatement. Additionally, the county would need to spend approximately \$300,000 to re-roof and re-side the house, however the county would not be willing to spend money to fix an asset it does not yet own.

Grant Applications Update – Don Crawford updated the group regarding several grants he has recently applied for on behalf of the Parks department.

- \$30,000 Tourism Grant for trail repair and renovations in county parks and campgrounds
- \$60,000 RCO – No Child Left Inside Grant for new canoes at Camp David Jr. The current canoes have been in use since their purchase in 1982.

- \$200,000 RCO Planning Grant for construction designs that would be presented to the Parks Advisory Board at a later date for their approval. The designs would include projects including, but not limited to, converting Pillar Point County Park into a 30-site campground, adding 15 utility sites to Salt Creek Recreation Area and adding bicycle campsites to Robin Hill County Park and other upgrades.
- Boating Facility Grant for the boat ramp repair at Lake Pleasant County Park. If this grant is funded, then the funds currently earmarked to repair the boat ramp at Lake Pleasant would then be routed to fund the repair of the boat dock at Camp David Jr.
- WSU Extension Partner: RCO – Leave No Child Inside Grant. The Parks department is partnering with WSU Extension on their Leave No Child Inside Grant application for upgrades to Robin Hill County Park.
- \$315,000 LTAC Grants to fund projects including, but not limited to, renovations at Rainshadow Disc Golf County Park, trail renovations at Robin Hill County Park, advertising, seasonal help, and other upgrades.

**Public Comments
on
Non-Agenda Items**

No public comments were made on non-agenda items at this time.

Adjournment

Bill Hughes moved to adjourn the meeting at 6:45 p.m. Candace Kathol seconded the motion, which was unanimously approved.

Respectfully submitted,



Melissa Earley
Administrative Specialist IV