



Clallam County Parks, Fair & Facilities Department

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

December 31, 2025

To: Clallam County Park Board

A regular meeting of the Clallam County Park and Recreation Advisory Board will be held in the Board of Commissioners Meeting Room in the Main Courthouse Building on **Tuesday, January 6, 2026, at 5:30 p.m.**

*****Attention*****

Park and Recreation 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 meeting ID: **835 9170 1271** and passcode: **12345**

If you would like to participate in the meeting via Zoom video conference, visit www.zoom.com and use meeting ID: **835 9170 1271** 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 Parks, Fair & Facilities Administrative Operations Coordinator at 360-565-2659 or via email at Melissa.Earley@clallamcountywa.gov

REGULAR MEETING AGENDA

- A. Call to Order
- B. Roll Call
- C. Determination of Quorum
- D. Disposition of Minutes – December 4, 2025 Special Meeting draft Minutes will be available for board review at the February meeting.
- E. Correspondence Received
 - 1. Olympic Peninsula Visitors Bureau blog post 2026- Ovibos Consulting
 - 2. Upcoming 3-week run with the WCC- Clallam County
- F. Public Comment on Agenda Items – Please limit comments to 3 minutes.
- G. Unfinished Business

Direct: 360-565-2659
Main Office: 360-417-2291
Melissa.Earley@clallamcountywa.gov

H. Committee Reports

1. Bylaw Committee
2. Master Plan Update TEAM
 - a. Clallam County Parks Master Plan - Community Highlights v.3
 - b. Clallam County Parks Site Assessment Works Draft and Department Inventory

I. Staff Reports

1. 2026 Parks Capital Briefing- General Fund Capital, REET, and Parks Capital Repair & Improvement Fund
 - a. Todd Meike, County Administrator
 - b. Mark Lane, Chief Financial Officer
 - c. Rebecca Turner, Deputy Chief Financial Officer
2. 2016-2026 Parks Master Plan Amendment- Q1 Action Items
3. Parks Advisory Board Vacancy Status Report

J. New Business

1. Parks Capital Repair & Improvement Fund – Formal Policy
2. BOCC January 26, 2026 Work Session Presentation
3. Review & discuss the Annual Schedule of Standard Activities

K. Board Member Comments

1. Review of actions taken and commitments made

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

M. Adjournment

D

Earley, Melissa

From: Dale & Troye Jarmuth <dtjarmuth@gmail.com>
Sent: Tuesday, December 16, 2025 5:41 PM
To: Earley, Melissa
Cc: Crawford, Donald; Troye Jarmuth
Subject: December 2025 Minutes

Melissa,

Don't worry about getting the December 2025 PAB minutes transcribed in time for the next meeting. You take care of yourself first. Those minutes can wait. ❤️ Troye Jarmuth PAB Chair

Earley, Melissa

E1

From: Business Development <business@ovibosconsulting.com>
Sent: Tuesday, December 9, 2025 3:01 PM
To: Crawford, Donald
Subject: Olympic Peninsula Visitor Bureau blog post 2026

Hi Don,

I was able to work my magic with the OPVB and secured authorship of a blog post for the organization's blog, called "Stories", to be published next May.

Here's the link to the website: <https://olympicpeninsula.org/stories/>

I think what we're focusing on are parks along the Highway 112 area, so Salt Creek, Freshwater Bay, etc.

I'll reach out to you for some info to highlight when we get closer. But yay! Working to get CC Parks on the tourism map!

EK

Earley, Melissa

E2

From: Crawford, Donald
Sent: Tuesday, December 9, 2025 5:32 PM
To: Asmus, Ben (ECY); Blaine, Troy; Pettit, Donald
Cc: French, Owen (ECY); Dunmire, Jon; McFarlen, Rick; Earley, Melissa; Jessica Crouch
Subject: RE: upcoming 3-week run with the WCC- Clallam County

Importance: High

Good afternoon, Ben!

Clallam County Parks is very excited to receive additional assistance from WCC in the coming weeks. I believe we will defer the Clallam Bay work for now and focus all our energy on trail work at Robin Hill Farm County Park in the Sequim Area.

We will have a few projects (listed in the numbered order below).

1. We will be applying wood chips on predetermined equine trails in the park (*I will coordinate with county park staff to identify the specific trails*).
2. We will be applying wood chips on the Dryke and Pinnell Parking Islands.
3. We will be installing trail barriers (wood posts and chains) to deter trail cutting and errant trail creation.
4. There may be some periodic trail clearing and tree removal.

If you are available to meet onsite before the first day, that is great. If not, we can coordinate on the first day of work, 12.22.2025.

From: French, Owen (ECY) <ofre461@ECY.WA.GOV>
Sent: Monday, December 8, 2025 2:20 PM
To: Crawford, Donald <Donald.Crawford@clallamcountywa.gov>
Cc: Asmus, Ben (ECY) <bas461@ECY.WA.GOV>
Subject: upcoming 3 week run with the WCC

Hello Don,

Time to start the communication for your time coming up with the WCC crew led by Ben Asmus out of the Lower Elwha. Ben and crew are scheduled with Clallam County Parks **(12/22-12/24), (12/29-12/31) and (1/5-1/8)**. You have worked with Ben before. No need for major introductions. Please let Ben know what the nature of the projects are that you have in mind so he and the crew can arrive prepared. I did mention to Ben that you were planning some work out in Clallam Bay. We are looking forward to working with parks again.

(206) 940-2786 Ben Asmus

Thanks

Owen French (He, Him)
Department of Ecology
Crew Coordinator, Habitat Restoration Lead
Washington Conservation Corps, Olympic Region
(360) 470-0004 ofre461@ecy.wa.gov



Clallam County Parks Comprehensive Plan

Community Forum Highlights



Clallam County is updating its Park Comprehensive Plan to guide the planning, maintenance, and development of parks for the next 10 years. As part of the development process for the Parks Comprehensive Plan, the County hosted four community forums in Sequim, Port Angeles, Sekiu/Clallam Bay, and Forks in early November 2025. These forums occurred after the focus group sessions that were held in the same communities during mid-September.

Community members were able to learn about the development process for the Plan, ask the project team questions, and provide feedback. A presentation was given to attendees, followed by an informal open house where they participated in interactive exercises to share their priorities for the future of County parks. The following is a summary of the feedback gathered during the forums.

Criteria for Investments

During the forums, community members participated in an exercise where they ranked five criteria to help guide project investments from 1 (highest priority) to 5 (least priority). The results of their responses:

1. **Community Need** – projects that support parks and facilities infrastructure identified through the sum of the community engagement process.
2. **Regionally Significant Facilities** – projects that improve the most used or visited parks and facilities that are significant destinations for County residents and visitors.
3. **Location & Geography** – projects that improve the geographic access to facilities across the County.
4. **Ability to Leverage Funding** – projects that met criteria for state and federal grants or charitable foundations.
5. **Safety & Security** – projects that address or improve safety and security in parks and facilities.

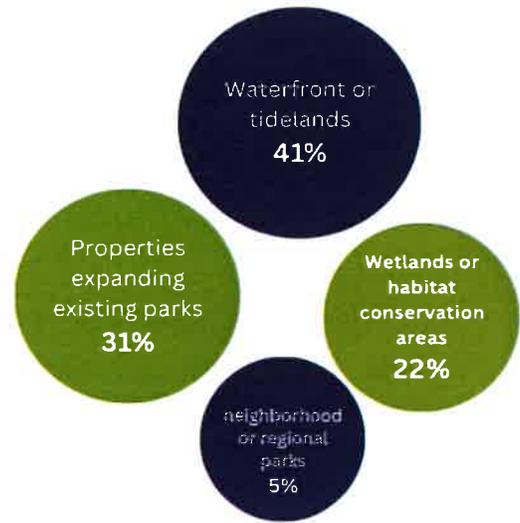
Additional Park Acquisitions

Taking a closer look at additional park acquisitions, participants were asked during the forums to indicate where they believe the County should prioritize future investments.

Many participants chose acquisitions associated with waterfront and tidelands as their highest priority. Expanding existing parklands to provide for more recreational amenities or open space followed.

Others also expressed interest in acquisition of wetlands or habitat conservation where it's appropriate for County needs.

Neighborhood and regional park acquisitions where specific recreational needs are identified were viewed as a lesser priority. Examples of these include shooting ranges, grass playfields, outdoor sport courts, trails, off-road vehicle areas, disc golf, and other needs.



Targeting Future Needs

To understand participants' investment priorities, each person was given three dots to place on a board, indicating the projects they were most excited about.

Top three investment priorities

- ✓ Waterfront access (salt water)
- ✓ Recreation trails
- ✓ Waterfront access (fresh water)



Funding Investments

Participants were each given prop money to represent "\$100,000" worth of investments and asked to distribute them among project categories that were important to them. The breakdown below shows how participants chose to allocate their funds.



Community Feedback

Across the three community forums, participants shared a wide range of ideas about how to strengthen parks, trails, and recreation opportunities in Clallam County. Several themes emerged:

Expanding access to parks and facilities

Participant emphasized the need for improved shoreline access, better trail connectivity, and opportunities to link sites. Other amenities included equestrian access, additional bike amenities, and more.

Strengthening regional partnerships

Participants encouraged coordination with State and Federal land managers to expand recreational access and support local stewardship of key sites across the County.

Improving maintenance and basic amenities

Comments frequently highlighted the importance of clean, reliable restrooms, improved signage and branding, and exploration of sustainable solutions for park enhancements.

Exploring funding and policy tools

Attendees shared a variety of ideas about how to strengthen long-term support for County parks and facilities to ensure they remain accessible for local communities. Many emphasized the importance of stable funding and offered ideas for long-term investment such as parks passes, rental fees, and partnerships.

Key Milestones

Thanks to the input collected through the survey, focus groups, and community forums, the project team is ready to begin shaping the first draft of the Parks Comprehensive Plan. Community voices will help support the analysis and development of the Plan.



Questions?

Reach out to:

Don Crawford

Director

360.417.2429

Donald.crawford@clallamcountywa.gov

PARK/FACILITY ASSESSMENT

Introduction

The park facility conditions assessments were conducted in late June, 2025. The assessments evaluated visible physical conditions regarding parks that were readily apparent during those one-time visits. Recreational amenities, site furnishings, pavement, structures, restroom access, boat ramps, sports fields, general landscape settings, cleanliness and safety were among the targeted observations for these site evaluations.

The conditions assessments are intended to help gather general conditions across the park system and highlight any concerns for public uses that will need to be addressed in the parks master plan. The content is gathered as a planning guide and does not replace an more intense inspection of structural integrity or potential longevity.

While some comments may reflect potential improvements at specific sites, this phase of the park master planning is not intended to evaluate overall park layout, design or capacity for future renovations. The assessments do not replace the future need or value of a site's master plan. Many of the county's park facilities had room for upgrades and additional recreational amenities.

Note that the Parks Staff comments reflect their more intimate knowledge of the park facilities and their needs and capacities for improvement. Parks' staff comments have been highlighted in **blue font** to help distinguish from the original assessment conducted by Conservation Technix staff.

Space for "Parks Team" members to add their specific comments for each facility has been added at the end of each park assessment in **orange/red font**. Please keep those comments in that section to help identify the source(s) in case there's a need for further clarification.



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Panorama Vista Beach Access
Size: 4.27 acres

Assessment Date: June 25, 2025

Location: 282 Buck Loop Rd, Sequim

AMENITIES

Bench	Parking (small area-up to 4 cars)
Fencing	Pathway
Mown grass	Picnic table
Natural area	View of Salish Sea
Park sign	

DESIGN & MANAGEMENT CONSIDERATIONS

Re-establishing beach access is a critical asset for this park and its location since few other opportunities exist on this shoreline.

Beach stairs closed due to erosion at beach stairs. Without formal beach access, users have been scrambling down steep slope to get to beach. The County is exploring the best approach to re-establishing beach access sometime in the future.

In the meanwhile, "fishing" is not a potential activity since beach access is closed. Revise park web page to reflect temporary conditions.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

The Reestablishment of the Beach Access first requires Architectural and Engineering Services to determine a path forward in accomplishing the objective.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Rainshadow Disc Golf Park
Size: 39.24 acres

Assessment Date: June 25, 2025

Location: 395 Thompson Rd., Sequim

AMENITIES

Bench

Good course maps

Kiosk w/ map & rules

Parking - gravel

Portable toilet

Tees, signage, cages, launch platforms

Clear wayfinding system

DESIGN & MANAGEMENT CONSIDERATIONS

Course is well cared for & very navigable. Seems well-used. Manage volunteer relationships for continual stewardship.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- There is an adjacent 80-acre parcel managed by the DNR for the county. It has terrain conducive to a second par-five course, with ample space for parking and amenities to accommodate the existing top-five in-state-ranked Rain Shadow Course and the additional course.
- Add twelve picnic table pavilion with water and power for reservation or first-come, first-served
- Add four-station conventional restroom
- Install Parking for 20.
- The Olympic Peninsula Disc Golf Association (OPDGA) provides considerable regular maintenance, improvements, and fundraising for the course.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Port Williams Park / Marilyn Nelson Community Park

Assessment Date: June 25, 2025

Size: 6.02 acres

Location: 2499 Port Williams Rd., Sequim

AMENITIES

BBQ grill/pits (2)

Beach access

Benches (3) w/ backs (no armrests)

Boat ramp

H/C parking space

Natural area

Park ID sign

Parking - paved

Paved path

Pearl Harbor memorial

Picnic tables w/ W/C seating

Vault toilet

View across the Bay

DESIGN & MANAGEMENT CONSIDERATIONS

Paved lot has no parking space designations which leads to inefficient use of space. Handicapped space is furthest spot from vault toilet. Paved trail has "lip" (barrier) at function with parking lot pavement. Consider designating boat trailer and car movements and space to create a more efficient use of space.

Boat ramp approach will need repaving soon.

Handicapped parking sign is mounted too low. Should be mounted 60" above the ground to be ADA-compliant.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

The Stairway to the picnic areas is non-compliant and requires replacement with guard rails.

Install new large park Kiosk with a Site map and boundaries

Repair and replace missing curbing

Renovate Boat Ramp

Resurface or seal coat and re stripe parking lot

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Dungeness Landing Park
Size: 19.08 acres

Assessment Date: June 25, 2025

Location: 298 Oyster House Rd., Sequim

AMENITIES

Beach access
Benches (3) with backs (no armrests)
Bike rack
Boat dock
Boat ramp
Concrete picnic table

Interpretive signs
Paved parking for boat trailers & cars
Park ID sign
Picnic tables birding platform
Restrooms
View to lighthouse & Victoria

DESIGN & MANAGEMENT CONSIDERATIONS

Create outdoor recreation access (ORAR) route to birding platform and benches. As benches age and need replacement, use ADA-compliant bench style that includes both backs and armrests.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Remove dilapidated Dock and Pier.
- Install the Kayak rinsing station.
- Install one Kayaker Site at the end of the middle overflow lot, including railing fence, picnic pavilion with picnic table, fire ring, sign, and map kiosk
- Revegetate the shoreline with native plants and install interpretive signage.
- Add twelve picnic table pavilion with water and power for reservation or first-come, first-served
- Resurface and stripe the parking lot.
- Replace seasonal docks

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Cline Spit
Size 0.62 acres

Assessment Date: June 25, 2025

Location: 199 Cline Spit Road Number 1, Sequim

AMENITIES

Beach access
Boat launch
Park ID sign

Interpretive signs
Parking
Vault toilet

DESIGN & MANAGEMENT CONSIDERATIONS

The boat ramp approach will need repaving soon.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

Revegetate the shoreline with native plants and install interpretive signage.

Resurface and stripe the parking lot.

Add No Camping Signage

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Dungeness Recreation Area
Size: 208.91 acres

Assessment Date: June 27, 2025

Location: 544 Voice of America Rd. West, Sequim

AMENITIES

- | | |
|--|-----------------------------|
| BBQ grills | Parking areas |
| Benches w/ backs (no armrests) | Picnic areas |
| Campgrounds (2 loops + group site) | Picnic tables |
| Dumping station | Playground (inside loop #2) |
| Dungeness Nat'l Wildlife Refuge Access | Restrooms |
| Fee collection station | Restrooms w/ showers |
| Entry gate | Trail system |
| Kiosk | Trash receptacles |
| Manager residence | Viewpoints |
| Park ID sign | Wayfinding & rules signs |
| Park office | |

DESIGN & MANAGEMENT CONSIDERATIONS

Older restroom building near NWR entrance is closed. New restrooms located across parking lot at NWR. Does old building belong to County? Will old building be demolished or replaced? What's the schedule?

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Replace aging Playgrounds
- Replace aging Water Heater in Loop 2
- Realign, create, and repave camping loops and sites in conjunction with realignment away from the bluff affecting camp sites: 16,14,13,12,11,10,9,8,7, 55, 54,53, 52, 51, 50, 49, 48, 47, 46, 45, 44, 43, 42, 40 (24 sites)
- Relocate the Entrance Kiosk, Office, and Pay Kiosk away from the bluff to the parking area across from campsite 66.
- Install Power and Water to campsites: 17,18,19,20,21,22,23,24,1,2,3,4,6,57,59,61,62,63,64,65,66,25,27,29,31,33,39.
- Renovate the park trail system —wayfinding signage, trailbed improvements, and road realignment-related adjustments.
- Remove excess vegetation fuel from under existing tree canopy.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Mary Lukes Wheeler Park
Size: 8.55 acres

Assessment Date: June 25, 2025

Location: 314 Ward Road, Sequim

AMENITIES

Access to Dungeness River
Bench
Park ID sign
Parking (small - 2 locations)
Pathways (rough)
Picnic tables

DESIGN & MANAGEMENT CONSIDERATIONS

Handicapped parking sign mounted too low. Needs to be at least 60" above the ground.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

None noted

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Three Waters Park
Size: 10.6 acres

Assessment Date: June 25, 2025

Location: Taylor Cutoff Rd & Stellar Ridge Lane, Sequim

AMENITIES

Access to Dungeness River
Park ID sign
Parking – gravel pull-off

Path to River – natural w/ stream crossing
Path to viewpoint

DESIGN & MANAGEMENT CONSIDERATIONS

None noted

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

None noted

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Robin Hill Farm County Park
Size: 195.98 acres

Assessment Date: June 25, 2025

Location: 141 Dryke Rd., Sequim

1. AMENITIES

Benches w/ backs

Dog waste bag dispensers

Horse-mounting steps

Kiosks (near parking areas)

Natural woodlands & meadows

Park ID sign

Parking – paved

Picnic tables

Plant ID interpretive signs

Portable toilets

Trail system (3.4 miles foot & 2.5 mi. equestrian)

Trailhead parking for Olympic Discovery Trail

Wayfinding signage

DESIGN & MANAGEMENT CONSIDERATIONS

Handicapped parking signs mounted too low.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

At Pinnell Entrance-

1. Install three hiker/biker sites- *Adirondack shelters*, https://en.wikipedia.org/wiki/Adirondack_lean-to, *bike lockers and repair stations, covered picnic area*,
2. *2 ea. Bathroom/shower building with an accessible adult changing area.*
3. *water fountain, fire ring, self-pay station, Informational Kiosk, bike lockers and repair stations, covered picnic area,*
4. Install an 8-table covered pavilion for rental and first-come use with/ water and BBQ / Fire Ring
5. Add covers and BBQ boxes to existing picnic table stations
6. Seal and Stripe Parking Lot.
7. Upgrade Park Sign
8. Remove and replace diseased and dead Grand Firs with a diverse selection of native coniferous and broadleaf evergreen and deciduous species
9. Create an all-weather accessible trail from the parking lot to the '23 storm-damaged area and develop an art and plant specimen area with benches and a covered accessible picnic area.

At Dryke Entrance-

1. Add a 4-table covered pavilion for rental and first-come use with/ water and BBQ / Fire Ring
2. *1 ea. Bathroom*
3. Seal and Stripe Parking Lot.
4. Upgrade Park Sign



Internal Review Document

PARK/FACILITY ASSESSMENT

5. Install a formal accessible horse mounting ramp
6. Installing an accessible, all-weather trail from Dryke Lot to Pinnell Lot

In Park-

1. Update and standardize park informational and wayfinding signage.
2. Native species reintroduction in the meadow.
3. Install accommodations for Camp Host- electric/water/sewer/ asphalt pad
4. Renovate trails and trail amenities
5. Add 60' x 24' three-sided equipment storage barn
6. Extend the existing trail system by an additional .5 miles to increase functionality for competitive trail running events.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Agnew Sports Fields
Size: 7.68 acres

Assessment Date: June 25, 2025

Location: 1240 N Barr Rd, Port Angeles

AMENITIES

Park ID sign
Parking – gravel
Pavilion w/restrooms
Perimeter fencing – chain link

Perimeter trees
Soccer fields – natural grass
Storage containers

DESIGN & MANAGEMENT CONSIDERATIONS

Pavilion and its restrooms are aging. When replacement is planned, universal access (ADA compliance) to facilities should be part of upgrade.

Handicapped parking sign mounted too low.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Asphalt and striped parking lot
- Replace Existing Restrooms with expanded Restrooms to include ADA Accessibility with/ Adult Changing Table.
- Renovate the turf irrigation system to improve efficiency and conserve water.
- Complete turf renovations to improve player safety and conserve water.
- Install artificial turf on 1/3 of the fields to improve play in inclement weather and increase use.
- Illuminate 1/3 of the fields.
- Renovate barrier netting
- Install 1 twelve picnic table pavilion with water and power for reservation or first-come, first-served

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Verne Samuelson Trail
Size: 18.38 acres

Assessment Date: June 25, 2025

Location: Wellman Road, Port Angeles

AMENITIES

Parking – gravel – 2 spaces at each end
Pathway through natural area

DESIGN & MANAGEMENT CONSIDERATIONS

Trail maintained by volunteers. With such limited parking, trail is mostly accessible by local neighbors. North parking area is abruptly adjacent to Highway 101. Parking was completely blocked by a private RV parked at south end. Could have fit 2-3 cars. Is there parking enforcement? Sign says “overnight camping prohibited” but....

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Partner with PA Parks to complete the following:
- Expand Wellman Trail Head Parking to six spaces.
- Renovate steep sections of the existing trail to eliminate slips, falls, and erosion.
- At the north end of the trail, create a bridge across Valley Creek.
- Construct a southbound trail with Wellman Trail Head terminus (create a loop)
- Eliminate the dangerous 101 Trail Head.

‘PARKS TEAM’ INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Freshwater Bay Park
Size: 38.45 acres

Assessment Date: June 26, 2025

Location: 2298 Freshwater Bay Road, Port Angeles

AMENITIES

BBQ grills	Parking - paved lots
Benches (w/backs – no armrests)	Paved pathways (loop in day-use picnic area)
Boat launch	Picnic shelters
Interpretive kiosk	Picnic tables
Interpretive sign	Portable toilet (near boat launch)
Natural area	Restrooms (in day-use area)
Overflow parking lot	Waterfront access
Park ID sign	

DESIGN & MANAGEMENT CONSIDERATIONS

No picnic tables have wheelchair seating spaces.

Portable toilet near boat launch is not ADA accessible. Vault toilet near boat ramp has been permanently closed. Consider demolition and replacement with upgraded facility.

Restrooms for day-use area are old. Could use a renovation/upgrade.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Replace Vault Toilet
- Asphalt and stripe parking lots
- Renovate restrooms for year-round use

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Salt Creek Recreation Area
Size: 207.46 acres

Assessment Date: June 26, 2025

Location: 3506 Camp Hayden Rd., Port Angeles

AMENITIES

Basketball court	Park office
BBQ grills	Picnic shelter
Benches w/ backs (no armrests)	Parking
Campgrounds (tent & RV sites)	Picnic tables
Dog waste bag dispensers	Playground
Dump station	Portable toilets (not H/C accessible)
Fee station	Restrooms & showers
Gatehouse	Sand beach & tide pools
Historic WWII bunkers	Softball field
Horse trailer parking	Stairways to waterfront
Horseshoe pits	Swings
Kiosks	Trails (foot & equestrian)
Manager residence	Vault toilet (@ Crescent Beach access)
Mown grass lawn areas	Viewpoints/overlooks
Natural areas	Volleyball court
Park directional sign	Waterfront access

DESIGN & MANAGEMENT CONSIDERATIONS

Horseshoe pits need repairs/renovation.
Handicapped signs are mounted too low & one is facing backwards.
Center line of basketball court needs weed removal.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Remove existing Ball field & install a two-acre off-leash dog run with two covered single table picnic areas, pet waste station, water, a 72" cyclone fence with double-gate transition self-closing entrance, and one 12' equipment gate.
- Renovate Basketball Surface
- Install three Pickleball courts with a 72" perimeter fence to the south of the new off-leash dog run.
- Replace the aging playground area with an adapted playground.
- Install asphalt and strip at every Tongue Point Parking Lot.
- Add a single-lane asphalt dump station bypass with a retaining wall.
- Just east of the Dump station, on the south side of the road, install 15 additional water and power camp sites.
- Add twelve single picnic area pavilions to existing sites with water and power for reservation or first-come, first-served.



Internal Review Document

PARK/FACILITY ASSESSMENT

- Convert the seasonal staff cabin into a two-family restroom/shower facility with complete ADA Access, including an adult changing table.
- Install a restroom at Striped Peak Trail Head with an exterior potable water faucet.
- To reduce the expanse of open lawn, convert formal lawn areas to native and Plant 60 (2-1/2" caliper or 5') trees (24 evergreen & 36 deciduous), with heavy emphasis on fall color (Maple, Gary Oak, Ginkgo, Dogwood, Sweetgum, Black Tupelo). Trees will need deer cages and seasonal supplemental water.
- At the southern lawn area (adjacent to hiker/biker/kayaker sites & gun implementations), install a group tent camping site with/ 1 twelve picnic table pavilion with water and power for reservation or first-come, first-served, and parking for 10 vehicles.
- Install one Kayaker Site at the end of the middle overflow lot, including railing fence, picnic pavilion with picnic table, fire ring, sign, and map kiosk
- Pave and stripe the lower lot adjacent to Salt Creek.
- On the east side of Camp Hayden Park Road or Salt Creek (parcels 083127240050, 083127240200, & 083128140100). Complete Architectural & Engineering to develop a 60-site campground restricted to campers and tent sites less than 24' long, with power & water sites to 40 camp sites, five each- four-unit restroom & shower facilities, a Dump station, and a group camping site at the north end of the site. Camp Hayden Park Road will be a one-way lane, south to north, with camp sites oriented parallel to the lane to eliminate backing up.
- Reroof all existing asphalt-shingled buildings with metal roofs.
- Renovate camp kitchen with multi-slide doors on one wall & add a covered pavilion for expanded use.
- Install a webcam to view from Tongue Point to Crescent Beach for Tourism.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Camp David, Jr.
Size: 9.09 acres

Assessment Date: June 26, 2025

Location: 1452 Camp David Jr Rd, Port Angeles

AMENITIES

Beachfront	Office
Boat dock	Park ID sign
Cabins	Parking
Canoe house	Paved pathways
Fire circle	Ranger residence
Grass play field	Restrooms
Lodge	Swim area
Maintenance shop	Swim docks
Natural areas	Water tank

DESIGN & MANAGEMENT CONSIDERATIONS

Most of this camp facility consists of buildings on the hillside. All structures should be evaluated for continuing structural integrity and degrees of universal accessibility. Monitoring for future capital projects including repairs and renovations is essential to sustaining the value of this camp facility. Aging infrastructure should be scheduled for upgrades or replacements.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Renovate WAHELO Cabin- Replace Rotted First Course Logs and roof logs located in 'Valleys' place on concrete stem walls, treat logs for rot and weathering. Install bunk beds (triple-decker) to accommodate 12. Install a 36" seating/retaining wall on the cabin's north side to prevent further slope erosion.
- Renovate the Beach cabin, Seasonal Staff Cabin, Nurses Cabin, - insulation, flooring, countertops, cabinets, bathroom, shellac, mattresses, efficient lighting, ceiling, emergency gen., Solar power.
- Renovate the docks- replace and treat wood, replace pier hardware.
- Replace 6ea—rotted piers.
- Renovate Bunk buildings: repaint exteriors and interiors; treat exposed and rotted wood; service and replace gutters; seal floors; weatherproof all cabins with plumbing for year-round use.
- Renovate Shower Facilities, weatherproof shower house for year-round utilization, upgrade all fixtures, seal interior surfaces, and improve ventilation.
- Renovate the water system- isolate camp water services from neighbors, replace supply lines from POC, update equipment, and install appropriate isolation valves.
- Renovate Lodge: replace existing appliances & countertops; install fire suppression; upgrade utilities; resurface floors; install LED lighting; shellac walls and ceilings; enhance



Internal Review Document

PARK/FACILITY ASSESSMENT

ventilation systems; service exterior; and replace worn & rotting surfaces, renovate heating system.

- Construct cabin#15 between Humaconna and the lodge. Same amenities and dimensions as Humaconna.
- Construct cabin #16 (as the second floor of Neyanda Cabin #3), cabin entrance facing Big Dipper Rest Room.
- Replace all Camp Mattresses.
- Upgrade the road through the camp down to the lake to control erosion and improve access.
- Renovate Lady of the Lake Water Feature and Surroundings.
- Install Conference-Quality Audiovisual Equipment and Internet Access at the Lodge.
- Install formal trail from Olympic Discovery Trail to camp for lodging opportunities in the shoulder and off-season.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Pillar Point Park
Size: 4.44 acres

Assessment Date: June 26, 2025

Location: Pillar Point Road, Clallam Bay

AMENITIES

Beach front access	Picnic shelter (in closed campground area)
Boat launch	Picnic table w/ BBQ grill
Group campground (closed & gated)	Shellfish harvest area
Interpretive signs	Storage building
Park ID sign	Vault toilet
Parking - paved	

DESIGN & MANAGEMENT CONSIDERATIONS

Handicapped parking sign by vault toilet mounted too low.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Complete A&E and convert the upper site to a conventional campground to accommodate 25- 24' or smaller campers - Include water, power, & sewer, and a self-service kiosk.
- Purchase +/- 5a.c. of Parcel Number:113110400000, Property ID: 1784 (Ring Family LP), surrounding park property for buffer/park expansion
- Pave and stripe the lower lot and park drive.
- Add two single-table covered picnic areas on the perimeter of the lower parking lot.
- Install a webcam to view from Pillar Point to Jim Creek for Tourism.
- Install one Kayaker Site at the end of the middle overflow lot, including railing fence, picnic pavilion with picnic table, fire ring, sign, and map kiosk

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Clallam Bay Spit & West
Size: 1.09 & 2.75 acres

Assessment Date: June 26, 2025

Location: Highway 112, Clallam Bay

AMENITIES

Beachfront access (connected to Clallam Bay Community Beaches)

Informal parking (on grass)

Mown grass area

Natural area

Picnic tables (3-in grass)

DESIGN & MANAGEMENT CONSIDERATIONS

Driveway entrance requires very sharp turn off Highway 112, creating limited visibility. Consider some potential realignment of the driveway to create a safer ingress/egress.

The site has no ADA accommodations. At least one picnic table could support an ORAR and a paved H/C parking space.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Secure ownership or easements to tidelands or adjacent properties from Parcel Number:123220220300 to create a multipurpose trail that extends in some fashion to Parcel Number: 123219230200 to connect Clallam Bay and Sekiu.
- Pave and stripe the parking lot.
- Complete A&E & permitting and construct or renovate trails on existing county park property.
- Install vault restroom.
- Renovate the existing park entrance to drastically improve vehicular safety.
- Add three single picnic area pavilions.
- Install one Kayaker Site at the end of the middle overflow lot, including railing fence, picnic pavilion with picnic table, fire ring, sign, and map kiosk

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Clallam Bay Community Beach
Size: 50.48 Acres

Assessment Date: June 26, 2025

Location: Strait of Juan de Fuca Highway (SR 112), Clallam Bay

AMENITIES

BBQ grill	Parking
Bridge to beach (temporarily closed)	Paved pathway to bridge (closed at site visit)
Fencing	Picnic shelter
Interpretive signs	Picnic tables
Mown grass area	Restrooms

DESIGN & MANAGEMENT CONSIDERATIONS

The gate across the paved pathway to the bridge precludes wheelchair users from reaching the picnic shelter or the bridge. Consider a design that is stable and wide enough for wheelchair users.

Handicapped parking space at restrooms needs painted travel aisle. Parking lot needs repainting for designated parking spaces.

Picnic shelter and picnic tables in grass have no ADA accessible routes.

Placements of picnic tables in picnic shelter should allow wheelchair seating to be more openly available.

Paved pathway to bridge ended before reaching bridge surface creating an ADA barrier.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Complete A&E and convert the end of the existing beach access bridge to a 30' x 60' dock with accommodation for a permanent beach access ramp (existing 26' and 56' ramps) placement at the east and west ends that can be raised and lowered as weather permits. In the center of the pier, seating and interpretive signage will be provided.
- Secure ownership or easements to tidelands or adjacent properties to connect county park properties from Parcel Number: 123221210030 to Parcel Number:123220220300 to create a multipurpose trail that extends in some fashion to Parcel Number: 123219230200 to connect Clallam Bay and Sekiu.
- Pave and stripe the parking lot.
- Complete A&E & permitting and construct or renovate trails on existing county park property.
- Renovate existing restrooms & replace restroom roof and seek expansion to add a fully accessible restroom with a universal changing table.



Internal Review Document

PARK/FACILITY ASSESSMENT

- Install DC Fast Charging Station.
- Renovate the landscaping around the park perimeter to improve aesthetics and facilitate efficient maintenance.
- Renovate existing parking lot interpretive signage.
- Install a webcam to view Sekiu Bay from Slip Point to Sekiu Point for Tourism.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Lake Pleasant Park
Size: 3.3 acres

Assessment Date: June 26, 2025

Location: 10 Picnic Loop, Beaver

AMENITIES

Beachfront on Lake Pleasant
Benches
Bike rack
Boat launch w/ floats
Fencing @ playground
Mown grass area

Park ID sign
Parking
Picnic tables
Playground
Shade trees
Vault toilet

DESIGN & MANAGEMENT CONSIDERATIONS

Play equipment is very dated and should be scheduled for replacement. New play equipment could justify a complete reorientation of the playground to isolate it from any parking or vehicular spaces.

There are no accessible routes (paved pathways) to the benches, picnic tables or beachfront. Some accommodation should be made for at least a few of those site furnishings.

The parking lot is in two areas with a vehicular connecting lane that separates the playground from the grass area and beachfront. This design is a concern for child safety as it requires a crossing from one recreational area to the other.

Handicapped parking signs are mounted too low, according to ADA guidelines.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Replace Playground with a complete reorientation to isolate it from any parking or vehicular spaces.
- Add two single table covered picnic areas with/BBQ Box or a fire ring.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Fred Orr Ballfields
Size: 8.02 acres

Assessment Date: June 26, 2025

Location: Highway 101

AMENITIES

Ballfields (2) - natural grass
Batting cage
Bleachers
Dugouts
Flagpole

Park ID sign
Parking – gravel
Perimeter fencing
Restrooms & concession building
Scoring tower

DESIGN & MANAGEMENT CONSIDERATIONS

Consider an alternate entry method that does not restrict potential wheelchair visitors due to the tight squeeze at the fencing gap.

3-tiered bleachers do not have any safety railings. Railing are required according to the International Building Code.

Dugouts have spots showing rotting wood. Structures should be evaluated for appropriate replacement timing.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Renovation of Ball fields to improve turf vigor, water penetration, and lessen compaction (player safety).
- Install one artificial field for increased playability.
- Renovate backstops & bleachers for safety.
- Purchase Field Groomer and top dresser for field maintenance (to share with Agnew)
- Install field lighting.
- Install accessible sidewalks, ramps, and other accessibility features.
- Pave and stripe the parking lot.
- Replace Existing Restrooms with expanded Restrooms to include ADA Accessibility with/ Adult Changing Table.
- Add 1 twelve picnic table pavilion with water and power for reservation or first-come, first-served

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Eagle Point Park
Size: 1.2 acres

Assessment Date: n/a

Location: Highway 101

AMENITIES

Lakefront on Lake Crescent
Undeveloped site
Road shoulder/pull-off parking
Natural wooded shoreline
Eagle Creek

DESIGN & MANAGEMENT CONSIDERATIONS

None noted

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Install an accessible covered pavilion with a picnic table for first-come use.
- Refresh the stone trail from the shoulder to the beach.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Dungeness Trails County Park
Size: 395.5 acres

Assessment Date: n/a

Location: River Road

AMENITIES

10-15 miles of trails

Parking

Trail signage

DESIGN & MANAGEMENT CONSIDERATIONS

Approximately 100 acres will be designated for development of the Dungeness Off-Channel Reservoir.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

- Pave and stripe the River Road and Happy Valley Road parking lots.
- Adjacent to River Road Parking Lot, install one 12-table covered pavilion with/ power and water, and three 1-table covered pavilions with/ water and BBQ / Fire Ring for reservation and first-come use.
- Install a formal accessible horse mounting ramp at River Road and Happy Valley Road parking lots.
- Install a conventional restroom with full accessibility, including a universal changing table.
- Update and standardize park informational and wayfinding signage, including Kiosks.
- Install native meadow seed mix (hydroseed) in bare areas around River Road Parking Lot (six acres).

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Park/Facility: Quillayute River Park
Size: 14.82 acres

Assessment Date: June 26, 2025

Location: 132 River Park Rd., Quillayute

1. AMENITIES

Natural area
Park ID sign
Parking
Riverfront access
Trail to River
Vault toilet

DESIGN & MANAGEMENT CONSIDERATIONS

Trail to River was overgrown and inaccessible during site visit. Consider how frequently to cut back brush and maintain an open pathway to the river edge.

POTENTIAL IMPROVEMENT PROJECTS (From Parks Staff)

None noted

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)



Internal Review Document

PARK/FACILITY ASSESSMENT

Overall Considerations

General Infrastructure

Many of the county parks were being maintained sufficiently despite aging infrastructure. Restrooms and picnic shelters were often very dated. Wooden structures appeared in need of renovation or future replacement. The county could create a timeline for capital replacements using the dates of installation for park buildings as one criteria for planning their eventual upgrade or complete replacement.

Recreation Amenities

As with park structures, many of the county parks playgrounds, sport courts and sports fields were aging and would benefit from renovation, resurfacing, upgrade or replacement. For example, the play equipment at Lake Pleasant Park appears to have been installed in the 1960s. Most play equipment should be replaced after 25 years. Lake Pleasant Park's play equipment replacement is long overdue. It would be a valuable asset management task to gather all play equipment installation dates to determine the oldest amenities and plan for their replacement, accordingly.

Site Furnishings

Benches and picnic tables were often located in the midst of open grass areas, thus less than accessible for park users with mobility limitations. At least one half of all benches and picnic tables should be provided with outdoor recreation access routes (ORAR) to create closer compliance with ADA guidelines.

Wayfinding & Signage

Signs identifying the County's different parks vary widely in age, style, size, color and font. There is no one "signature" style that identifies the public facility as provided by Clallam County. Other signs for rules and information are also highly varied. The County should consider developing a signage system that can be used across its park and trail facilities that clearly designates the public agency, park identification, and other information as determined by a hierarchy of identification, rules and wayfinding content.

Parking & Pavement Conditions

While most parking lots were in reasonable condition, the open pavement space often did not have designated parking spaces or travel lanes. This lack of directional information can result in less-than-efficient use of paved parking areas. Connections from parking pavement to paved trails was not always smooth and often presented some barriers to universal access.

Pavement conditions abutting and including boat launches were often patched and uneven and should be resurfaced to provide smoother boat trailer movement.

Paved pathways could be added in several parks to provide ADA access routes to picnic tables and benches.

Americans with Disabilities Act Compliance



Internal Review Document

PARK/FACILITY ASSESSMENT

While most facilities provide handicapped parking spaces and accessible toilets, there were numerous smaller details that failed to meet the guidelines for public agencies needing to comply with the Americans with Disabilities Act (ADA).

Signs designating handicapped (H/C) parking spaces were mounted lower than the 60" minimum height in numerous county parks. H/C parking stalls were often not located in the most accessible place within the park. Pavement changes (from concrete to asphalt, for example) often created gaps - both vertical and horizontal, that would be a barrier for universal access. Outdoor recreational access routes (ORARs) were lacking for access to picnic tables and benches. Benches should have both backs and armrests to meet ADA guidelines.

Since much of the County's park infrastructure and amenities were installed prior to the Americans with Disabilities Act and its subsequent Outdoor Recreation guidelines, the existing infrastructure could be considered as "grandfathered". However, any time the County makes a significant repair, upgrade or renovation, compliance with ADA should be incorporated into the project. As a public land agency, the County should make a consistent effort to remove architecture barriers from its park system. Additionally, more of the county park recreational opportunities should include universal accessibility whenever feasible.

'PARKS TEAM' INPUTS

(PENDING - Park Team to insert their comments in this subsection)

I 1

Earley, Melissa

From: Earley, Melissa
Sent: Friday, December 12, 2025 2:57 PM
To: Anna Plager ; knitter.diane@gmail.com; Ray Colby; Rick Burns; Troye Jarmuth
Cc: Crawford, Donald
Subject: 2026 Budget - Finalized
Attachments: 2026 Budget - Capital Projects - final.docx; 2026 Budget - REET - final.docx; 2026 Budget - Parks Capital Repair & Improvement - final.docx

Please do not reply all to this email.

For informational purposes, I've attached the finalized 2026 budget. These documents list the approved and funded projects for 2026 that the Parks Fair & Facilities Department will administer. I have highlighted in bright yellow the projects specifically for Parks that would be of interest to the Parks Advisory Board. The remaining projects do not contain a parks component. If you have any questions, please do not hesitate to call me.

Melissa Earley
Administrative Operations Coordinator
Clallam County Parks, Fair & Facilities
223 E. 4th Street, Ste. 7, Port Angeles, WA 98362
Direct: 360.565.2659
Email: Melissa.Earley@clallamcountywa.gov

2026 V4

Budgeted Revenue

			2026 Budget ADOPTED
30501.911.		Parks and Facilities - Capital Projects	
30800. 00. 0000		Beginning Fund Balance	276,556
33000. 00. 0000		Intergovernmental Revenues	
33402. 10. 0200		WSDA Fairs Program Grant- Grant for Rodeo Area	250,000
		Total Intergovernmental Revenues	250,000
36000. 00. 0000		Miscellaneous Revenues	
36700. 00. 0000		Contributions and Donations	0
36991. 00. 0010		Other Miscellaneous Revenues	0
		Total Miscellaneous Revenues	0
39700. 00. 0000		Transfers In	
39718. 00. 0030		Transfer from General Fund Reserves	279,243
		Total Transfers In	279,243
		Subtotal Capital Projects	529,243
		Total Capital Projects	805,799

2026 V4

Budgeted Expenditures

			2026 Budget ADOPTED
30501.911.		Parks and Facilities - Capital Projects	
50800. 00. 0000		Ending Fund Balance	278,799
59476. 60. 0000		Capital Outlays	
59476. 62. 0100		Unanticipated Projects	127,000
59476. 62. 2240		Office Space Reconfiguration	50,000
59476. 63. 0600		Parks Master Plan	70,000
59476. 63. 2145		Courthouse Security/Safety Assessment	10,000
59476. 63. 2248		Courthouse Fuel Tank Repair/Maintenance	10,000
59476. 62. 1930		Rodeo Area Renovation	250,000
59476. 63. 2251		Cuff port purchase plan	10,000
		Total Capital Outlays	527,000
59700. 00. 0000		Transfers Out	
59773. 00. 0025		Transfer to Joint Public Safety Facility	0
		Total Transfers Out	0
		Subtotal Parks & Facilities - Capital Projects	527,000
		Total Capital Projects	805,799

2026 V4

Budgeted Revenue

		2026 Budget ADOPTED
Parks and Facilities - Real Estate Excise Tax Projects		
30101.911.		
30800.	00. 0000	Beginning Fund Balance 4,318,010
31000.	00. 0000	Taxes
31834.	00. 0000	Real Estate Excise Tax 1 1,723,000
Total Taxes		1,723,000
33000.	00. 0000	Intergovernmental Revenues
33401.	20. 0085	AOC Court Security Equipment Grant 0
Grant Funding		0
33402.	10. 0200	WSDA Fairs Program Grant 0
Total Intergovernmental Revenues		0
36000.	00. 0000	Miscellaneous Revenues
36140.	00. 0015	Interest on Other Taxes 1
Total Miscellaneous Revenues		1
39000	00. 0000	Transfers
39735.	00. 0075	Transfer from Bullman Beach 350,000
39727.	00. 0000	Transfer from Juvenile Services 108,650
Total Miscellaneous Revenues		458,650
Subtotal Real Estate Excise Tax Projects		2,181,651
Total Real Estate Excise Tax Projects		6,499,661

2026 V4

Budgeted Expenditures

		2026 BUDGET ADOPTED
Parks and Facilities - Real Estate Excise Tax Projects		
30101.911.		
50800.	00. 0000	Ending Fund Balance 3,402,661
59476.	62. 0703	Courthouse Floor Coverings 20,000
59476.	62. 1135	Jail Lock Repair and Replacement 35,000
59476.	62. 1325	Replace Courthouse VAV Air System Boxes 50,000
59476.	62. 1865	Courthouse - Pressure Wash/Minor Repair 10,000
59476.	63. 0994	Fairgrounds Replacement Pumps 8,000
59476.	63. 2120	Juvenile Door Controls 445,000
59476.	63. 2155	Facilities-Courthouse TRANE Control Improvem & Upg 200,000
59476.	63. 2300	Dungeness Trails sign package 60,000
59476.	63. 2305	Dungeness Trails 265,000
59476.	63. 1390	Replace light fixtures at Courthouse/Juvenile w/LED 586,000
59476.	62. 0300	Air-Water Heat Pump for Hot Water Generation 918,000
59476.	63. 1425	Security Fencing 3rd St Parking 50,000
59476.	62. 1925	Clallam Bay Sheriff Detachment 50,000
Total Capital Outlays		2,747,000
59700.	00. 0000	Transfers Out
59735.	00. 0075	Transfer to Bullman Beach 350,000
Total Transfers Out		350,000
Subtotal Real Estate Excise Tax Projects		3,097,000
Total Real Estate Excise Tax Projects		6,499,661

2026 V4

Budgeted Revenue

			2026 Budget ADOPTED
		Parks Capital Repair & Improvements	
30505.911.			
30800.	00. 0000	Beginning Fund Balance	167,203
36000.	00. 0000	Miscellaneous Revenues	
36240.	00. 0030	Camping Fees - Dungeness	50,000
36240.	00. 0040	Camping Fees - Salt Creek	97,000
		Total Miscellaneous Revenues	147,000
39700.	00. 0000	Transfers In	
		Total Transfers In	0
		Subtotal Parks Capital Repair & Improvements	147,000
		Total Capital Projects	314,203

2026 V4

Budgeted Expenditures

			2026 Budget ADOPTED
		Parks Capital Repair & Improvements	
30505.911			
50800.	00. 0000	Ending Fund Balance	314,203
59476.	60. 0000	Capital Outlays	
		Total Capital Outlays	0
59700.	00. 0000	Transfers Out	
		Total Transfers Out	0
		Subtotal Parks Capital Repair & Improvements	0
		Total Capital Projects	314,203

2016-2026 Parks Master Plan Amendment- Q1 Action Items

I have attached the latest BOCC Ratified Amendment to the 2016-2026 Parks Master Plan. The following actions will result.

- The master plan consultant will receive a copy for inclusion.
- In the next 60 days, staff will install Standard County Park Code Signage at Dungeness Trails County Park in several prominent locations. After the parking lot is completed, additional signs will be posted or existing signs relocated. For Park Code Signs, staff will use the standardized text, format, color, and size used across all parks.
- Engage the County Roads Department Engineer to commence road signage and parking lot design in anticipation of review and recommendation by the PAB. The County Engineer will specify compliant signage.
- Staff will request a second formal PAB Recommendation to develop a Washington Marine Trails Campsite at Salt Creek Recreation Area (the PAB already made a formal recommendation in 2024). In the spirit of no surprises, it will be reconsidered.
- Action will be taken to make, sign, and formally program rates for hiker-biker sites at Salt Creek Rec Area.
- Each of these Items will be presented to the PAB for formal review & recommendation by the end of Q1 2026.



J1

Parks and Facilities - Parks Capital Repair & Improvements 30505.911.

Mission Statement

To develop and implement the County's 5-Year Capital Improvement Program, as it specifically relates to county parks, to meet the functional needs, budgetary constraints, and scheduling requirements of our citizens, staff and community in a safe and cost effective manner.

Function

To provide proactive, professionally managed leadership to prequalify, procure and contract with construction service professionals by providing appropriate solutions and acquisition strategies that support the mission of Clallam County and embrace our partnership within the community. Determination of capital projects specific to county parks is based on the 5-Year Capital Improvement Plan (CIP).

Trends/Events

*New Fund in 2024

Purchased and installed new auto pay kiosks at Salt Creek and Dungeness Recreation Areas

Goals

1. Complete capital projects on time and within budget.
2. Maintain and improve parks in a pro-active and cost efficient manner.
3. Use environmentally friendly supplies and systems whenever/wherever possible.
4. Seek funding assistance through federal, state, and local sources whenever available.

Workload Indicators

	2023 Actual	2024 Actual	6/30/25 Actual
(To be determined based on future Board of County Commissioner discussions regarding planned usage of funds.)	*		

Grant Funding Sources

No grant funding.

Revenues

	2023 Actual	2024 Actual	6/30/25 Actual	2026 Budget
Beginning Fund Balance	*	0	110,203	167,203
Taxes	*	0	0	0
Licenses and Permits	*	0	0	0
Intergovernmental Revenues	*	0	0	0
Charges for Goods and Services	*	0	0	0
Fines and Forfeits	*	0	0	0
Miscellaneous Revenues	*	110,203	80,550	147,000
Other Financing Sources	*	0	0	0
Transfers In	*	0	0	0
Total	0	110,203	190,753	314,203

Expenditures

	2023 Actual	2024 Actual	6/30/25 Actual	2026 Budget
Ending Fund Balance	*	110,203	123,945	314,203
Salaries and Wages	*	0	0	0
Personnel Benefits	*	0	0	0
Supplies	*	0	0	0
Other Services and Charges	*	0	0	0
Intergovernmental Services	*	0	0	0
Capital Outlays	*	0	66,808	0
Interfund Payments for Services	*	0	0	0
Transfers Out	*	0	0	0
Total	0	110,203	190,753	314,203

Staffing

	2023 Actual	2024 Actual	6/30/25 Actual	2026 Budget
Full Time Equivalents	*	0.00	0.00	0.00

*New fund in 2024

Month	Activity PARKS ADVISORY BOARD	Activity PARK STAFF (pre- or post-PAB mtgs.)
January	Confirm final 2026 capital budgets (by 4 sources)	Provide final 2026 capital budgets (by 4 sources)
	Amend & adopt the Annual Schedule of Standard Activities	Publish Annual Schedule of Standard Activities
February	Review Master Plan and Bylaw for Amendment	Provide Master Plan, Bylaw staff recommendations
	Review of Grant Opportunities and Timelines	Provide Grant Opportunities and Timelines
March	Schedule PAB Field Trips (1 & 2, or more)	Present the proposed schedule for PAB Field Trips (1 & 2, or more)
	Confirm Parks Master Plan amendments (after public review)	Submit Master Plan amendment for BOCC adoption
	Review of the current 5-year Capital Plan	Provide the current 5-year Capital Plan
	Review Master Plan and Bylaw for Amendment	
April	Review Staff Recommended and prioritized draft of 5-year Capital Plan update	Present to PAB the Staff Recommended and prioritized 5-year Capital Plan
	Review of the staff-recommended Master Fee Schedule to PAB	Present staff-recommended Master Fee Schedule to PAB
	Review current grant projects.	Present current grant project update.
	Schedule Annual PAB & Staff Service Day (Tuesday Morning)	Schedule Annual PAB & Staff Service Day (Tuesday Morning)
	Recommend Master Plan and Bylaw Amendment	Submit Master Plan and Bylaw Amendment LAR
May	Field Trip 1, participate	Field Trip 1: organize & conduct
	Recommend a 5-year Capital Plan update.	Submit the recommended 5-year Capital Plan Update to the County Administrator & Finance.
	Review Master Fee Schedule update.	
June	Field Trip 2, participate	Field Trip 2, organize & conduct
	Recommend Master Fee Schedule update.	Provide annual Master Fee Schedule recommendations to the County Administrator & Finance.
		Submit draft of the annual O&M budget to the County Administrator & Finance.

Clallam County Parks Advisory Board **2026 Annual Schedule of Standard Activities v.8**

Month	Activity PARKS ADVISORY BOARD	Activity PARK STAFF (pre- or post-PAB mtgs.)
July	The agenda is open for follow-up (or cancel meeting).	
August	The agenda is open for follow-up (or cancel meeting).	
September		The County Administrator/Finance submits the draft annual budgets to the BOCC.
	Review current grant projects and opportunities.	Present current grant projects and opportunities.
October	Review County Administrator/Finance-approved Capital, Operation & Maintenance budgets, BOCC recommendations.	Present to the PAB the County Administrator/Finance-approved Capital, Operation & Maintenance budgets, BOCC recommendations.
	Attend BOCC Draft Budget Submittal Meeting (optional)	
November	**Schedule Special December PAB Meeting- first Thursday in December (avoid conflict with BOCC budget hearings)	**Schedule Special December PAB Meeting- first Thursday in December (avoid conflict with BOCC budget hearings)
		Submit the Master Fee Schedule recommendations to the BOCC for adoption.
	Conduct annual PAB Elections for Chair & Vice-Chair.	
December	Review end-of-season park unit reports.	Present end-of-season park unit reports.
	Attend BOCC Budget Adoption Hearings on the first Tuesday.	
	Review/amend the PAB activities calendar for the following year	

***December "Special" PAB Meeting on the first Thursday of December @ 530 PM BOCC Board Room to avoid conflict with BOCC annual budget hearings.*