



Clallam County Parks, Fair & Facilities Department

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

CLALLAM COUNTY PARKS ADVISORY BOARD January 6, 2026, Regular Meeting Minutes

For More Details, Please See the Meeting Video Recording, Available on Our Website:
<https://clallamcowa.portal.civicclerk.com/>

Call to Order	Chair Pro Tem Troye Jarmuth called the meeting to order at 5:30 pm.
Members Present	Troye Jarmuth, Rick Burns Diane Chung Ray Colby Chair Anna Plager
Staff Present	Donald Crawford, Director Melissa Earley, Administrative Operations Coordinator Mike French, Chair, Clallam County Board of Commissioners Todd Mielke, Clallam County Administrator Mark Lane, Clallam County Chief Financial Officer Rebecca Turner, Clallam County Deputy Chief Financial Officer
Previous Minutes	December 4, 2025, Special Meeting. No action taken. Deferred to the February 2026 Regular Meeting.
Correspondence Received	E1. Olympic Peninsula Visitors Bureau blog post 2026 – Ovibos Consulting E2. Upcoming 3 Week Run with the WCC – Clallam County
Public Comments on Agenda Items	No public comments on Agenda Items
Unfinished Business	No unfinished business at this time.
Committee Reports	<u>H1. Bylaw Committee</u> – This topic was postponed until the February meeting. No Action Taken. <u>H2. Master Plan Update TEAM</u> - Anna Plager and Don Crawford provided comments. This topic will be addressed further at the next meeting. No action taken.
Staff Reports	<u>I1. 2026 Parks Capital Briefing – General Fund Capital, REET, and Parks Capital Repair & Improvement Fund</u> – The following were in attendance and provided testimony and discussion: <ul style="list-style-type: none">• Mike French, Chair, Clallam County Board of Commissioners

- Todd Mielke, Clallam County Administrator
- Mark Lane, Clallam County Chief Financial Officer
- Rebecca Turner, Clallam County Deputy Chief Financial Officer

Action Taken – Troye Jarmuth made a motion for the Parks Advisory Board and Staff to discuss and create the goals and strategies for the spending of the Parks Capital Repair & Improvement Fund. Ray Colby seconded the motion. Motion passed.

I2. 2016-2026 Parks Master Plan Amendment – Q1 Action Items – Don Crawford provided a staff report. No action taken.

I3. Parks Advisory Board Vacancy Status Report – Don Crawford provided a staff report. No action taken.

New Business

J1. Parks Capital Repair & Improvement Fund – Formal Policy – This topic was discussed in conjunction with Item I1.

J2. BOCC January 26, 2026 Work Session Presentation – Discussion of Troye Jarmuth’s plan to provide a presentation of the advisory board’s 2025 accomplishments at the January 26, 2026 BOCC Work Session. No action taken.

J3. Review & Discuss the Annual Schedule of Standard Activities - Discussion of edits to be made by Anna Plager. No action taken.

Board Member Comments

Rick Burns commented:

- Kayak rentals. The discussion will follow at the March meeting.

Anna Plager commented:

- Which topics will be included in the next meeting?
- Capital Projects in the current 10-year plan
- Activity Calendar

Diane Chung commented:

- 2026 Capital Projects

Troye Jarmuth commented:

- Encouraged advisory board members to contact her with concerns or comments
- Goal to improve the circle of communication
- 1st, 2nd, 3rd pass on new items of discussion prior to actions being taken by the advisory board

K1. Review of Actions Taken and Commitments Made-

- Bylaw committee will postpone their report until the February meeting

- Master Plan Update Team will report on community highlights in February
- Don Crawford will provide the Public Opinion Survey report in February
- Discussion regarding the current Master Plan will take place in February
- Troye Jarmuth will provide a presentation to the BOCC in January and report to the group at the February meeting
- Don Crawford will contact the kayak vendors to request marketing material prior to their presentation in March.
- Don Crawford will provide the current 5-year Capital Plan and Capital Project items for discussion for the February meeting.

**Public Comments on
Non-Agenda Items**

- Peter Craig, Carlsborg, commented on the budget process changes from 2019 to present, Parks Capital Repair & Improvement Fund, camping fees, projected revenue, and Dungeness Trails Park.

Cindy Kelly, Port Angeles, commented on the Clallam County Pomona Jr Grange reservation at Camp David Jr., and volunteer efforts.

Adjournment

Action Taken: Troye Jarmuth moved to adjourn the meeting at 8:30 p.m. Ray Colby seconded the motion. Motion passed.

Respectfully submitted,

Melissa Earley

Melissa Earley
Administrative Operations Coordinator