

**RECREATION AND CONSERVATION FUNDING BOARD SUMMARIZED MEETING AGENDA & ACTIONS
July 16-17, 2014**

Agenda Items without Formal Action

Item	Board Request for Follow-up
2. Director's Report	No follow up action requested.
3. Open Public Meetings Training	No follow up action requested.
4. Washington Wildlife and Recreation Program Administration Rate	The majority of the board supported bringing forward the recommended staff options (6 and 7), with 7 being a preferred option and a possible shift in option 6 to move from 50M to 60M.
5. Youth Athletic Facilities Program	Staff will present options for the board to review and ask for direction at the August meeting.
6. Boating Infrastructure Grant Program	No follow up action requested.
7. Budget Preview for 2015-17	Staff will present options for the board to review and approve at the August meeting.
8. Washington Administrative Code (WAC) Changes – Phase II Overview	Staff will prepare draft rulemaking for the October meeting when the public hearing will take place.
9. Public Lands Inventory Demonstration and Overview of Report	No follow up action requested.
10. Tour Preview	No follow up action requested.

Agenda Items with Formal Action

Item	Formal Action	Board Request for Follow-up
1. Consent Calendar	APPROVED Resolution <u>2014-12</u>	No follow up action requested.
A. Approve Board Meeting Minutes – April 16, 2014		
B. Approve Time Extension Requests: <ul style="list-style-type: none"> • WDFW Skagit Bay Riparian Enhancement (#08-1870R) • DNR Trout Lake NAP 2008 (#08-1184A) 		
C. WDFW Methow Watershed Phase 2 Conversion (#00-1429A)		
D. Technical Correction of Resolution 2014-06		
E. Nona Snell Service Recognition		

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: July 16, 2014

Place: Vancouver, WA

Recreation and Conservation Funding Board Members Present:

Harriet Spanel	Chair, Bellingham	Jed Herman	Designee, Department of Natural Resources
Betsy Bloomfield	Yakima	Peter Herzog	Designee, State Parks
Mike Deller	Mukilteo		
Pete Mayer	Renton		
Ted Willhite	Twisp		

It is intended that this summary be used with the materials provided in advance of the meeting. The Recreation and Conservation Office (RCO) retains a recording as the formal record of the Recreation and Conservation Funding Board (board) meeting.

Call to Order

Chair Spanel called the meeting to order at 12:11 p.m. Staff called roll, and a quorum was determined. Peter Herzog attended as the designee from State Parks on behalf of Member Don Hoch. Member Stohr was not present.

Representative Sharon Wylie welcomed the board to Vancouver. The agenda was reviewed and approved by the board, with the addition of a short discussion regarding the process of the RCO Director's annual evaluation.

Item 1: Consent Calendar

The board reviewed Resolution #2014-12, Consent Calendar. This resolution included time extensions for DNR Trout Lake NAP 2008 (08-1184) Project and WDFW Skagit Bay Riparian Enhancement (08-1870) Project, as well as a request for the Methow Watershed Phase 2 (00-1429) Conversion. Additionally, the board reviewed a Technical Correction of Resolution 2014-06 and recognized the service of Nona Snell.

Resolution 2014-12

Moved by: Peter Mayer

Seconded by: Mike Deller

Resolution: APPROVED

The board discussed the evaluation process for the RCO Director. Chair Spanel proposed a slight change to the process so that it should occur on a biennial basis. During odd-numbered years the evaluation process would be conducted to the fullest extent, and in even-numbered years a shorter evaluation would be conducted the Director themselves and presented to the board for discussion. The timeframe for even-numbered years would allow for the appointment of a subcommittee by the board chair, after which the director would write a self-assessment. During the final quarterly meeting, the board would review the self-assessment in an executive session (this year it occurs in late October).

Additionally, Chair Spanel reminded the board and audience that there is always an opportunity for input from stakeholders, the general public, and staff to provide comment on the evaluation and process.

Item 2: Director's Report

Agency Updates: Director Cottingham provided updates regarding staff changes, Nona Snell transferred to the Office of Financial Management to be the new Capital Budget Director. Wendy Brown has been recently hired to replace Nona; Wendy is currently the Executive Coordinator for the Invasive Species Council. Wendy Loosle joined RCO in June as the new board liaison and public records officer. Wendy comes to us from the Washington Department of Early Learning.

Governor's Outdoor Recreation Task Force: During 2014, the Task Force travelled to Spokane, Wenatchee, Seattle and Olympia for regional meetings. In August the group will hold a final meeting in Sequim to finalize their report and recommendations. The deadline to submit the final report and recommendations to the Governor is September 1, 2014. Director Cottingham stated the report will cover issues such as loss of access to private timber lands, forest service lands and other recreational lands, equitability and fairness of the shift from user fees to general funds, and the lack of marketing for outdoor recreation. Once the report is finalized and published, a copy will be sent to the board.

Public Land Inventory: Jen Masterson will provide a walkthrough of the recently launched Public Lands Inventory website during the meeting. Director Cottingham thanked RCO's contractors, the University of Washington and GeoEngineers, and RCO's state agency partners - Department of Fish and Wildlife, Department of Natural Resources, State Parks and Recreation - for contributing data and supporting the website's development.

Boating Application: The map-based app was created by GeoEngineers using a grant RCO received from the U.S. Fish and Wildlife Service. RCO has received positive media attention and participation rates. Director Cottingham indicated that discussions are needed in order to determine how maintenance of the boating application will be handled.

50th Anniversary Plan Set: To commemorate RCO's 50th anniversary this year, a formal reception for RCO staff, partners, board members and former employees will be held on October 29 in the State Reception Room on the second floor of the Capitol Building.

Policy Update: Director Cottingham provided an update on RCO's priority projects. The Public Land Inventory and the Boating Application have both been launched. Readjustments were made to defer Priority 2 projects (i.e. the upcoming trail plan website) until new staff is in place.

Grant Management Report: Marguerite Austin, RCO Section Manager, reported that this year's grant round is in process and evaluations will begin in August. A second round of proposals resulted in 250 applications for the Nonhighway and Off-Road Vehicle Activities Program (NOVA), the Recreational Trails Program (RTP), the Boating Facilities Program (BFP), and the Firearm and Archery Range Recreation (FARR) program.

Due to the large number of grant applications submitted for the NOVA program, with 40 applications from the Department of Natural Resources alone, the technical review process was modified to prioritize the order for reviewing 120 projects. The advisory committee has been asked to review the planning and development applications before moving on to the education and enforcement or maintenance projects. Most of the projects in the last two groups have been through the review and evaluation process numerous times.

RCO received three applications for the National Land and Water Conservation Fund Outdoor Recreation Legacy Partnership Program. States may submit no more than two projects for the national completion. Because of the tight schedule for reviewing projects, the Director will select two and forward to the National Park Service for consideration.

New criteria and updated rules are in the works for the Boating Infrastructure Grant program, which are detailed in the board memo and highlighted in Ms. Austin's presentation later in the day.

General Public Comment

There were no public comments submitted or shared at the meeting.

State Agency Partner Reports

Washington Department of Natural Resources (DNR): Member Herman gave a brief update for DNR, including a recent project concerning a Navy easement located on the Kitsap Peninsula with 70 miles of aquatic shoreline reserve. He explained that the project demonstrates partnership in land acquisition for restoration.

Member Herman also shared information about two burn bans currently in effect in eastern Washington and further reported that DNR is working on their budget request to the Legislature, with more to report in the fall.

DNR is also contemplating a policy decision regarding recreational immunity, whereby landowners will have the discretion to increase access in return for funds and taking on the "duty of care." DNR previously proposed charging a user fee to enhance the recreational opportunity, but the fear of liability is a concern to private landowners. The public immunity policy would help alleviate these concerns.

Washington State Parks: Member Herzog announced the opening of a new state park on June 16, 2014 on the Kukutali Preserve. This represents a unique partnership between the Washington State Parks and Recreation Commission and the Swinomish Indian Tribal Community (SITC), where each are committed to co-development and management of the park. More information can be found at: <http://www.parks.wa.gov/CivicAlerts.aspx?AID=52>.

Member Herzog stated that State Park has entered into a memorandum of understanding with the Nisqually Tribe regarding the management of the Nisqually State Park. This shared management program will provide a park interpretation program and support the cultural history of the Nisqually Tribe at the park site.

Member Herzog further reported that State Parks is preparing their budget request for the Legislature, with larger than normal requests to ensure that the awareness is built around the need to keep the parks system running at optimal levels.

Member Herzog shared that the Discover Pass project has generated 6 to 8 percent above budget projections, and a 1 percent increase is anticipated in subsequent years. A redesign of the Discover Pass is slated to begin in January 2015, moving away from the current yellow paper pass that hangs from a car's rearview mirror.

Member Herzog stated State Parks is in a new WWRP cycle using the evaluation criteria and process adopted for that category. In September the State Parks Commission will be asked to what degree each of these projects benefits the State Parks Commission and vision. That decision will be incorporated into the scoring and ranking of projects. A final list will come to the board for approval.

Washington Department of Fish and Wildlife (WDFW): Member Stohr was absent and no update was provided.

Item 3: Open Public Meetings Training

Jen Masterson, Data and Special Projects Manager, provided required open public meeting training which included a 16-minute video produced by the Attorney General's Office. All board members present for the meeting participated, and Wendy Loosle followed up with members Mayer and Stohr to make training available.

Ms. Masterson informed the board of their general obligations regarding public records and public disclosure requests. Ms. Loosle is RCO's new public disclosure agency contact and is available to answer questions in the future.

Board Business: Requests for Direction

Item 4: Washington Wildlife and Recreation Program Administration Rate

Leslie Connelly, Policy Specialist, provided a summary of the WWRP administration rate, presented challenges, and options for addressing those challenges. Ms. Connelly described the history of program funding and several options for the board's consideration that may provide more sufficient and stable funding.

Options were presented at the April meeting which Ms. Connelly followed up on, as well as two new options for the board to consider. Details of how much administration costs, how much RCO spends on administration, and on each option may be found in the board memo. RCO staff proposed that the board adopt options 6 or 7.

Administrative costs include everything needed to run an agency, e.g., staff (management, technology, fiscal, etc.), goods and services, travel, building rental, board costs, etc. The board discussed potential ways to shift funds from other programs, however state and federal funding rules provide guidance and limits to how RCO may allocate funds from those sources. Director Cottingham would like guidance from the board and approval to bring their preferred options to the Legislature.

Public Comment: Chair Spanel invited public comment on this agenda item.

Tom Bugert, Outreach Director of the Washington Wildlife and Recreation Coalition (WWRC), shared that their board had a discussion concerning the WWRP administrative rate, and they are interested in exploring these options (as presented in the memo). They believe continuing to operate and hold to the integrity of the program is critical. The WWRP board would like to see conversations happen early with the Legislature (i.e. prior to next session) to provide additional guidance to RCO. The board is concerned about timing, especially since RCO is going for a large budget request. Mr. Bugert stated that the board asks that WWRC concern is conveyed in these conversations, and to use this information to determine the best time to bring this request forward. WWRC will be supportive of all paths and would recommend bringing forth multiple options.

Chair Spanel asked Director Cottingham what direction is being requested from the board today. Director Cottingham advised RCO has received a couple good options, certainly moving the bench mark on Option 6 from \$50 million to \$60 million would be good, if the board is comfortable with Director Cottingham pursuing conversations with legislators and staff to see what the temperature is, would be another option. Director Cottingham continued by advising some conversations can happen now,

however; some key players in the Legislature are likely to change in the next legislative session. Getting permission to introduce legislation from the Governor's office, having those conversations now and making a decision by December will determine if RCO goes forward if submitted by the deadline.

The board members each shared their preferred options, with the majority selecting Option 7. The remaining were supporting of Director Cottingham moving forward with both staff recommendations (options 6 and 7) to begin conversations and planning with the Legislature and the Governor's office. Should the two latter entities require another option, RCO may bring back the discussion to the board in October.

Break 2:45 – 3:00 p.m.

Item 5: Youth Athletic Facilities Program (YAF)

Leslie Connelly, Policy Specialist, presented an overview of the YAF program. Ms. Connelly shared the history of the YAF program and various funding shifts since its inception. Support and funding has been inconsistent and varied in definition across biennia. Ms. Connelly presented two options for a budget request to support the YAF program in the 2015-2017 biennium.

Option 1: work within the framework of the YAF Account (RCW 43.99N.060) and ask for a capital budget appropriation of funds into that account. The board would be able to revise the grant program policies and update the criteria within the requirements of the YAF Account.

Option 2: request general bond funds, limit the scope of the program to improving facilities and maintaining facilities, and not allowing new facility development.

The second option is more targeted and specific, but more appropriately meets the current gap in funding for these types of projects. Option two is recommended due to its targeted approach.

Ms. Connelly reported there is a need to fund the maintenance and improvement of existing facilities, per the comments received during the Outdoor Recreation Task Force meetings and as discussed in the State Comprehensive Outdoor Recreation Plan. YAF improving projects are eligible for WWRP local parks funds; however, they do not score well and 50 percent of the funds are required to go to acquisition efforts. Maintenance projects are not eligible in WWRP at all. RCO's current list of WWRP local parks applicants has revealed 71 applications received, 61 of which are for development projects and 14 of the 71 fit the criteria of improving an existing facility.

RCO staff recommended that the board pursue option two and request \$3.6 million of general obligation bonds for a targeted program that addresses funding gaps for youth and community athletic facilities (as outlined in the board memo). Staff also recommended the board consider increasing the grant amount (current maximum is \$75,000) and expanding the type of eligible applicants. Staff requested direction from the board on whether to pursue the capital budget request and a letter of intent solicitation for the 2015-17 biennium.

Public Comment:

Doug Levy shared that he had come before the board three months ago at the last meeting with the same request to see a competitive athletic facilities funding program reinstated. He believed that the value added for the YAF program is its competitive nature, and looking at the history of the program, it's evident that it's been highly beneficial. One key consideration is the state's interest in youth athletic facility investment to promote healthy youth/adults. Mr. Levy highlighted the economic benefits of reinvigorating the YAF program, adding that this opportunity needs to be expanded to other potential

applicants, such as park districts, one of the biggest contributors to youth athletics. Mr. Levy stated they will be approaching cities and counties, and many are willing to go forward to the Legislature to support the YAF program.

Director Cottingham stated that RCO is prepared to launch a letter of intent process now, regardless of which funding option is pursued by the board. The board could make a funding request decision in August after the letter of intent solicitation process is done and more is known about the demand for this program.

Board Business: Briefings

Item 6: Boating Infrastructure Grant Program

Marguerite Austin, Recreation and Conservation Section Manager presented the applications that have been submitted for federal Boating Infrastructure Grant (BIG) program funding in 2014.

Ms. Austin outlined the key differences between BIG and the Boating Facilities Program. She also described the BIG Tier 1 and 2 applications received and the process for evaluation and ranking (full details are included in the board memo for each application). The next step will be for Director Cottingham to approve the Tier 1 projects and submit the Tier1 and 2 projects to the USFWS for federal fiscal year 2015 fund consideration, following public comment and final review by the Boating Programs Advisory Committee.

The board discussed details covering the projects, including the process for replacement versus new infrastructure, and the process for ensuring proper permitting during the implementation phase.

Item 7: Budget Preview for 2015-17

Director Cottingham provided a brief presentation covering the background of the capital budget and potential shortfalls in order to assist the board with providing direction on RCO's final budget requests. RCO must submit operating and capital budget requests for the 2015-17 biennium to the Office of Financial Management in early September.

Public Comment:

Tom Bugert, Outreach Director, Washington Wildlife and Recreation Coalition (WWRC) distributed a briefing memo put together for the Governor's staff and others about the \$97 million request. The WWRC board took a similar approach two years ago, looking at a variety of factors to create an estimated range of funding needs, currently established at \$97 – \$106 million. In light of the budget situation and RCO's presentation, the WWRC felt that 97 million is an appropriate request amount. The board has voted in support of a request, which gets transmitted to the Governor's office as part of the budget making process at RCFB August conference call.

Mr. Bugert advised the WWRC Board supports the \$97 million as well as WDFW, State Parks and the Conservation Commission and would appreciate the RCFB board in supporting the \$97 million also.

The board discussed the background of the request and potential influencing factors at the Legislature and other categories that may be affected. Director Cottingham stated that RCO staff will prepare the necessary metrics that support the request, and staff will bring this decision before the board in August.

Item 8: Washington Administrative Code (WAC) Changes – Phase II Overview

Leslie Connelly presented an overview of the second phase of proposed changes to Title 286 of the Washington Administrative Code (WAC). If agreed to by the board, RCO staff will draft rule revisions for phase II and implement the proposed schedule in time for the board's October meeting. The board is required to conduct one public hearing when considering amendments to the WAC, which will occur at the board meeting in October. Interested persons can attend the public hearing or submit formal written comments in advance.

Break: 4:35 – 4:50

Item 9: Public Lands Inventory Demonstration and Overview of Report

Jen Masterson demonstrated the new the Public Lands Inventory website which makes visible the distribution, costs, and principal uses of recreation and natural resource lands. The inventory is intended to help Washingtonians better understand government investments in recreation and natural resource lands owned and managed by federal, state, and local governments.

As the board meeting was in Vancouver, Ms. Masterson demonstrated the website using Clark County as a focus, selecting funded sites that the board would tour the next day. She guided the board through the available data layers and filters that the public can use to view Washington's public lands. Since the initial soft release, some improvements and troubleshooting needs have been identified and are in the queue to be addressed.

The Public Lands Inventory website can be accessed at: <http://publiclands.smartmine.com>.

Item 10: Tour Preview

Laura Moxham, Outdoor Grants Manager, provided an overview of the funded sites that the board will tour the next day. The tour will consist of visits to five board-funded sites including parks, a natural area, restoration sites, and a motorized boating access site as listed below:

Lower Washougal River Greenway (05-1289)
Fallen Leaf Lake Park (08-1205)
Lacamas Lake Boat Launch (97-1145, 12-1683)
Camp Currie (98-1289, 00-1464)
Lacamas Prairie Natural Area Preserve (08-1180, 12-1612)

Closing Remarks

Director Cottingham noted that the next board meeting will be held in Olympia, Washington on October 29 and 30, 2014.

The meeting was adjourned at 5:30 p.m. by Chairwoman Chair Spanel.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: July 17, 2014

Place: Vancouver, WA

Recreation and Conservation Funding Board Members Present:

Harriet Spanel	Chair, Bellingham	Jed Herman	Designee, Department of Natural Resources
Betsy Bloomfield	Yakima	Peter Herzog	Designee, State Parks
Mike Deller	Mukilteo	Joe Stohr	Designee, Department of Fish and Wildlife
Pete Mayer	Renton		
Ted Willhite	Twisp		

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Tour

The board began the tour of projects at 8:30 a.m. and proceeded as indicated on the agenda. The tour concluded at 2:00 p.m.

Approved by:

Harriet Chair Spanel, Chair

Date

**Recreation and Conservation Funding Board
Resolution #2014-12
July 2014 Consent Calendar**

BE IT RESOLVED, that the following July 2014 Consent Calendar items are approved:

- A. Approve Board Meeting Minutes – April 16, 2014
- B. Approve Time Extension Requests:
 - WDFW Skagit Bay Riparian Enhancement (#08-1870R)
 - DNR Trout Lake NAP 2008 (#08-1184A)
- C. WDFW Methow Watershed Phase 2 Conversion (#00-1429A)
- D. Technical Clarification of Resolution 2014-06
- E. Nona Snell Service Recognition

Resolution moved by: Peter Mayer

Resolution seconded by: Mike Deller

Adopted/Defeated/Deferred (underline one)

Date: July 16, 2014