

RECREATION AND CONSERVATION FUNDING BOARD SUMMARIZED AGENDA & ACTIONS

April 27-28, 2016

Agenda Items

Item	Formal Action	Board Request for Follow-up
1. Consent Calendar A. Board Meeting Minutes – February 9-10, 2016	Resolution 2016-12 Decision: Approved	No follow-up action requested.
2. Director's Report <ul style="list-style-type: none"> • Director's Report (Briefing) • Legislative, Budget, & Policy Update • Grant Management Report • Projects of Note <ul style="list-style-type: none"> - Railroad Bridge Trestle Extension (RCO Project #10-1364D) - Naches Spur Rail to Trail (RCO Project #10-1596) • Fiscal Report (<i>written only</i>) • Performance Report (<i>written only</i>) 	Briefings	No follow-up action requested.
3. Introduction of Governor's Outdoor Recreation Policy Advisor	Briefing	The board invited Mr. Snyder to attend future meetings and provide updates.
4. State Agency Partner Reports	Briefings	Staff will follow-up on the conflict resolution model suggested by Member Stohr for a briefing at a future meeting.
5. Department of Natural Resources' Natural Heritage Program: How Proposed Acquisitions are Prioritized	Briefing	No follow-up action requested
6. Follow-Up on Board Performance Measures	Briefing & Decision Motion: Approved	The board supported staff in tracking public outreach and the number of RCFB volunteer hours in order to assess the draft performance measure for addressing stakeholder and public involvement. Staff will bring a draft agenda for a board retreat during 2017 to the July 2016 meeting.
7. Implementation of the Legislative Changes to the Washington Wildlife and Recreation Program (WWRP) A. Overview of Policy Implementation for the Next Two Years	Briefing	No follow-up action requested.

Item	Formal Action	Board Request for Follow-up
B. Early Action Board Decisions Needed to Align Board Policy with New Law	<p>Resolution 2016-13 Decision: Approved, as amended April 27, 2016</p> <p>Resolution 2016-14 Decision: Approved</p> <p>Resolution 2016-15 Decision: Approved</p>	<p>The board approved an amendment to the policy statement and to an amendment to the Resolution language, specifically noting that Attachment A was amended.</p> <p>No follow-up action requested.</p> <p>No follow-up action requested.</p>
C. Upcoming Requests for Direction in July for October Decisions	Briefing	No follow-up action requested.
8. Department of Health: Healthy Communities Program	Briefing	No follow-up action requested.
9. Land and Water Conservation Fund: Outdoor Recreation Legacy Partnership	Briefing	No follow-up action requested.
10. Follow-Up on Definition of "Project Area" and Formation of a Subcommittee	<p>Resolution 2016-16 Decision: Approved, as amended April 28, 2016.</p>	<p>Member Herzog and Member Deller volunteered to participate on the committee. The board approved amended the resolution language to state one citizen member of the board (instead of two) will be appointed to the committee. The Chair will appoint the remaining members prior to the committee's first meeting in May 2016. The committee will provide a briefing to the board concerning their progress at the July 2016 meeting.</p>
11. Conversion Request: Methow Valley Community Trail Phase 3 (RCO Project #97-1181AD)	<p>Resolution 2016-17 Decision: Approved</p>	<p>The director will notify the board of any substantial public comment received.</p>
12. State Parks Allowable Use Requests for Agricultural Use on Certain Segments of Two Funded Trails	Briefing	No follow-up action requested.
13. Nonhighway and Off-road Vehicle Activities Policy Changes	Request for Direction	<p>The board directed staff to proceed with preparing the recommendations for public comment.</p>

Item	Formal Action	Board Request for Follow-up
14. Proposed Changes to Project Type Definitions for Nonhighway and Off-road Vehicle Activities and Recreational Trails Program.	Request for Direction	The board directed staff to proceed with preparing the recommendations for public comment.
15. Nonhighway and Off-road Vehicle Activities Program Funding A. Allocation of Funding per Legislative Budget Provisos B. The Department of Natural Resources and Fish and Wildlife request reinstatement as alternates on the 2014 ranked lists	Briefing Resolution 2016-18 Decision: Approved Resolution 2016-19 Decision: Denied	No follow-up action requested. No follow-up action requested. No follow-up action requested.
16. Washington Wildlife and Recreation Program, State Parks Category Criteria Changes for 2016	Resolution 2016-20 Decision: Approved, as amended April 28, 2016	No follow-up action requested.
17. Firearms and Archery Range Safety Policy Changes for Recreation Grant Programs	Resolution 2016-21 Decision: Approved	The board directed staff to research further on known published guidances and qualifications of range evaluators and return to the board for a briefing at the July 2016 meeting.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: April 27, 2016

Place: Natural Resources Building, Room 175, Olympia, WA

Recreation and Conservation Funding Board Members:

Ted Willhite	Chairman	Jed Herman	Designee, Department of Natural Resources
Betsy Bloomfield	Yakima	Peter Herzog	Designee, Washington State Parks
Pete Mayer	Everett	Joe Stohr	Designee, Department of Fish & Wildlife
Mike Deller	Mukilteo		

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

Chairman Willhite called the meeting to order at 9:04 am. Staff called roll, and a quorum was determined. Member Bloomfield arrived at noon.

Member Herzog moved to approve the meeting agenda; Member Herman seconded. The motion carried.

Item 1: Consent Agenda

The board reviewed Resolution 2016-12, Consent Agenda, including the approval of the board meeting minutes.

Resolution 2016-12

Moved by: Member Mike Deller

Seconded by: Member Pete Mayer

Decision: Approved

Item 2: Director's Report

Director's Report: Director Kaleen Cottingham shared an overview of RCO updates including an update on filling the vacancy on the board, an opportunity to partner with Earth Economics using SCORP data, preparing for the 2017-18 budget, and congressional efforts to reauthorize the Land and Water Conservation Fund (LWCF). Upcoming this summer, there will be several park dedications to which all board members are invited. Director Cottingham also provided an update on the July travel meeting of the board in Bellevue and several staffing and organizational changes at RCO.

Director Cottingham shared information about the successful start of the No Child Left Inside Grant Program. Deputy Director Robinson provided the most recent grant award lists to the board and highlighted several of the top projects. The board discussed appropriate monetary amounts for grant requests, all contingent upon need and the applicant, and the process for communicating the grant program's progress with board members.

Legislative, Budget, & Policy Update: Wendy Brown, Policy Director, summarized the recent legislative session, including reauthorization of the Washington Invasive Species Council (WISC) and Habitat and Recreation Lands Coordinating Group, and Senate Substitute Bill (SSB 6227) regarding changes to the

Washington Wildlife and Recreation Program (WWRP). She also provided information about RCO's operating and capital budget results, highlighting program funding shifts. Deputy Director Robinson responded to board questions regarding the Recreational Trails Program, which received funding during the last session.

Grant Management Report: Marguerite Austin, Recreation and Conservation Section Manager, shared information about the current grant round and applications received. Ms. Austin provided an update on LWCF funding which resulted in additional awards to previously ranked projects. Director Cottingham and Ms. Austin responded to board questions regarding director-approved time extensions and other recent trends in grant applications.

Featured Projects: Marguerite Austin, Recreation and Conservation Section Manager, provided an overview of the Railroad Bridge Trestle Extension project (RCO #[10-1364D](#)). Alison Greene, Outdoor Grants Manager, presented information about the Naches Spur Rail to Trail project (RCO #[10-1596D](#)).

Item 3: Introduction of Governor's Outdoor Recreation Policy Advisor

Chair Willhite introduced, Jon Snyder, the Governor's Outdoor Recreation Policy Advisor. Mr. Snyder provided information about a recent No Child Left Inside grant awarded in Bellingham, highlighting the award as positive example of agency and local partnerships using public funding. He briefly shared his background and experience, including how this history contributes to him serving in his new role. Mr. Snyder intends to join the board on the July tour meeting, and may attend future meetings to provide brief updates from the Governor's Office.

Item 4: State Agency Partner Reports

Washington Department of Natural Resources (DNR): Member Herman provided an update on behalf of DNR. Currently, DNR is seeking a new commissioner. Member Herman spoke to the recent legislative session, including struggles with budget requests and challenging legislation. He briefly summarized work being done on several projects across the state, as well as current efforts to implement changes resulting from the WWRP legislation passed last session. Member Herman responded to questions regarding DNR recreation plans in Whatcom County, which contribute to local support and partnerships, and information about DNR fire-prevention and response policies.

Washington State Parks (State Parks): Member Herzog provided an update on behalf of State Parks regarding the outcomes of the recent legislative session, highlighting the issues surrounding St. Edward's Seminary and state park. Member Herzog responded to board comments regarding local partnerships, creating public trust, and private investment issues. Member Herzog also provided updates on the John Wayne Pioneer Trail, other trail policies and issues, and challenges concerning recreational use near or on agricultural areas with public access. He responded to board comments regarding local partnerships, creating public trust, and private investment issues.

Washington Department of Fish and Wildlife (WDFW): Member Stohr provided an update on behalf of WDFW, describing ongoing tribal and federal negotiations to obtain permits to conduct fisheries in the face of endangered species' needs. Member Stohr updated the board on WDFW's Washington's Wild Future Initiative, progress made during the fall to solicit public input, and resulting proposals that incorporate the public input and existing resources. Further workshops are scheduled in May. Member Stohr summarized outcomes from the recent legislative session, including capital and operating budget results and legislative requests to address conflict resolution through a transformation model in broader contexts and within the public sphere. Chair Willhite suggested adding information about this model as a topic for a future board retreat.

General Public Comment

Robert Kavanaugh, private citizen, addressed the board regarding grazing policy and conflicts with WDFW policies. Mr. Kavanaugh shared a handout with the board, in addition to written comment submitted before the meeting. He addressed concerns about WDFW conflicts that arise under the pressures of the Cattleman's Livestock Association and their (WDFW's) statutory needs to protect species and ecological integrity.

Break 11:00 a.m. – 11:10 a.m.

Briefings & Discussions

Item 5: Department of Natural Resources' Natural Heritage Program: How Proposed Acquisitions are Prioritized

John Gamon, Natural Heritage Program Manager, presented information about DNR's [Natural Heritage Program](#). He summarized the establishing statute, as well as the program goals and purposes. DNR's Natural Areas Program manages approximately ninety-two sites, with the goal of creating a robust system that exemplifies Washington's diversity of ecosystems and species. The program is guided by the *Washington Natural Heritage Plan*, which identifies priority species and ecosystem targets and the processes by which natural areas are identified and designated. Using the [NatureServe](#) methodology, the program ranks the conservation status of several species, monitors the status and maintenance needs over time of various species, and prioritizes conservation efforts. The information is used to make recommendations to DNR regarding site designations and support the public process.

Mr. Gamon responded to board questions about collaboration with other agencies, public involvement, legislative direction, concerns about site-monitoring and budget needs, and ecological integrity assessments. He described the multiple processes and authorities at the local, state, federal, and research levels as natural areas are concerned. He shared that a significant resource is the Natural Area Database (NAD), housed by the U.S. Geological Survey (USGS).

Member Mayer shared a resource tool for critical habitat assessment (CHAT) offered by the Western Governors' Association that may serve some benefit in agency collaboration efforts where budget is a concern. Mr. Gamon addressed further questions about agency partnerships for federal grants or funding, involving public forums and resources, and managing government protocols and legislative direction.

Note: Member Bloomfield joined the RCFB meeting in progress.

Lunch Break: 12:00 p.m. – 1:00 p.m.

General Public Comment (continued)

Christa Little, Bainbridge Island citizen, addressed the board on behalf of a citizen's group regarding concerns about the Bainbridge Island Sportsmen's Club and the safety of a board-funded project sponsored by Club. She formally requested that funding be retracted due to lack of safety requirement enforcements. She shared that the current NRA range guidebook (2012) has been dramatically changed and may no longer serve to meet the safety needs that a range manual should provide. She encouraged the board to reference the standards of a specific manual (versus the modified version) in project agreements. She offered to meet with staff to share suggestions to improve the safety and policy formation of board projects. RCO staff will return to the board after addressing Ms. Little's concerns.

Item 6: Follow-Up on Board Performance Measures

Scott Robinson, RCO Deputy Director, summarized the staff progress made since the board's February 2016 meeting, at which the board directed staff to work with Member Bloomfield in revising her suggested draft measures.

Mr. Robinson shared several GIS story maps using WDFW, State Parks, RCO, and DNR project data as examples in demonstrating board performance measure achievement; current county population and trends in population growth as compared to the concentration of projects funded by the board; and projects funded through the WWRP trails category. Member Bloomfield stated that the spatial data meets the needs of the board in terms of measuring performance. Chair Willhite posed the question of benefit versus burden to staff, and noted that this would meet the board's needs as well if there is sufficient capacity. Members Deller and Mayer agreed.

The board discussed additional uses of spatial tools for projects, trails, and potential acquisitions. Additional ideas included the incorporation of economic data to address the needs of underserved communities.

Mr. Robinson shared the proposed draft performance measure for addressing applicant satisfaction with the grant process. Member Bloomfield agreed with the amended measure, also noting that staff should additionally address the negative comments received and track how these comments are resolved.

Member Mayer suggested that the board follow a mock application process to gain context from the applicant perspective. Chair Willhite agreed, but noted that this falls under the topic of "board training" versus performance measure revision.

Finally, Mr. Robinson shared the proposed draft performance measure for addressing stakeholder and public involvement. Member Bloomfield and Chair Willhite agreed with the suggestions to track RCO's public outreach and the number of RCFB volunteer hours.

Member Mayer moved to accept proposed framing questions and performance measures as presented today, effective July 1, 2016. Member Bloomfield seconded. The motion carried.

Briefings & Decisions

Item 7: Implementation of the Legislative Changes to the Washington Wildlife and Recreation Program (WWRP)

Item 7A: Overview of Policy Implementation for the Next Two Years

Wendy Brown, Policy Director, provided an overview of the recommendations for statutory revisions to the Washington Wildlife and Recreation Program (WWRP) resulting from Senate Substitute Bill (SSB) 6227, signed into law on March 31, 2016. With the passage of the bill and inclusion of a modified emergency clause, some parts of the law became effective immediately and others will be phased in over the next two years. RCO anticipates implementation of the new law to occur in three over-lapping phases: 1) the 2016 grant ground (to be presented in Items 7B and 7C); 2) the Forestland Preservation Program; and 3) the policies, evaluation criteria, and other needs for the 2018 grant round. Ms. Brown summarized these three phases and anticipated timeline, detailed in the board materials.

The board discussed the anticipated roles of various groups, committees, and the board itself in the implementation of these phases.

Note: Member Stohr was excused from the RCFB meeting for the day.

Item 7B: Early Action Board Decisions Needed to Align Board Policy with New Law

Leslie Connelly, Policy Specialist summarized three requests for action by the board for 2016 grant round applications, detailed in the board materials. Ms. Connelly shared the process for public outreach in this expedited timeframe, the revisions made as a result, and suggestions for future policies.

Nonprofit Nature Conservancies as Eligible Applicants (Resolution 2016-13)

Ms. Connelly presented the first request concerning policies needed in response to nonprofit nature conservancies becoming eligible applicants in the Habitat Conservation Account, addressing the need to:

- Update acquisition policies to:
 - Clarify land already owned by a sponsor is ineligible for funding,
 - Allow certain properties already owned by nonprofit organization to be granted a Waiver of Retroactivity, and
 - Add a new policy on partnerships and property transfers.
- Extend existing policies on nonprofit qualifications to all categories in the Habitat Conservation Account

The board discussed potential project examples and questions that may arise considering various applicant scenarios, eligible costs, and the grace period for waivers of retroactivity. Ms. Connelly stated that the purpose behind the grace period is to allow land trusts to catch up with the new law and continue established partnerships.

The board discussed the new policies proposed for partnerships and property transfers, using examples to clarify the purpose of the policy, the definition of sponsor as it pertains to the policy, and the various ways sponsor match can be reached using property or funds.

Break: 3:05 p.m. – 3:15 p.m.

Public Comment:

Hannah Clark, WALT, addressed the board regarding the new policy allowing land trusts as eligible project sponsors. She appreciated that examples that the board worked through today and thanked the board and staff. She noted that the policies are sufficient for the short term, but before the next ground round a firmer, more thorough policy would need to be in place.

Tom Bugert, TNC, stated that considering the short time frame before the grant round closes, the proposed policies are sufficient. He echoed Ms. Clark's comments regarding a more thorough policy for the next grant round. He provided additional examples where a land trust, TNC, may serve as sponsor or property owner and emphasized the importance of allowing for time and flexibility in the grant process.

Chair Willhite confirmed that both commenters do not have any opposition to Resolution 2016-13 as proposed. Ms. Clark added that as a short-term provision, it is sufficient.

Ms. Connelly continued to address proposed policy regarding the eligibility of nonprofits.

Resolution 2016-13, as amended

Moved by: Member Mike Deller

Seconded by: Member Jed Herman

Board Discussion: The board discussed the possibility of a match requirement versus a closing date requirement, which staff confirmed. (This is summarized in Attachment A of Item 7B). The board suggested an amendment to the policy statement as follows:

"The minimum matching share required in the application is determined by who will own the property at the time of acquisition by an eligible sponsor."

The board also agreed to an amendment to the Resolution language, specifically noting that Attachment A was amended.

Chair Willhite asked for further public comment on this matter, at which time there was none. Member Mayer requested that staff provide an update on these policies at the July meeting.

Decision: Approved

**** The board deferred the remainder of Item 7B and Item 7C until after Item 8 was presented.*

Definition of Farmland in the Farmland Preservation Category

Ms. Connelly summarized the changes resulting from SSB 6227 which expanded the types of farmland eligible for funding in the Farmland Preservation category to include lands that meet the definition of "Farms and Agricultural Conservation Land" in the Open Space Tax Act. The change requires the board to update its policy on "Parcels Eligible" in the WWRP Farmland Preservation category.

Resolution 2016-14

Moved by: Member Pete Mayer

Seconded by: Member Peter Herzog

Decision: Approved

Evaluation Question on Statewide Significance in the Urban Wildlife, Critical Habitat and Natural Areas Categories Evaluation Criteria

Ms. Connelly summarized the changes resulting from SSB 6227 which revised the evaluation criteria question on statewide significance. The law removed the reference to local agency sponsors addressing a project's statewide significance in the Critical Habitat category. The effect of the change is that all applications in the Critical Habitat, Natural Area, and Urban Wildlife Habitat categories must address how the project has statewide significance. To make this adjustment, staff proposed that the board apply the existing questions about statewide significance in the Critical Habitat category to the other two categories.

Resolution 2016-15

Moved by: Member Mike Deller

Seconded by: Member Betsy Bloomfield

Decision: Approved

Item 7C: Upcoming Requests for Direction in July for October Decisions

Leslie Connelly, Natural Resource Policy Specialist, outlined the plan to incorporate changes into the Washington Wildlife and Recreation Program (WWRP) for the remainder of this grant round (closing Monday, May 2, 2016). Ms. Connelly summarized the requests, as detailed in the board materials. To meet the legislative deadline, staff will draft materials for the board's review at the July 2016 meeting and final policies and evaluation criteria at the October 2016 meeting. Staff will work with a soon-to-be-created advisory committee and stakeholders to develop the draft materials. The formal public comment period is planned for August 2016.

Item 8: Department of Health: Healthy Communities Program

**Presented out of order*

Kathryn Akeah, Healthy Communities Manager, and Amy Ellings, Healthy Eating Active Living Manager, provided an overview of the Healthy Communities Program structure, mission, goals, and current initiatives. The board received handouts covering various aspects of the program: key activities, priorities, partnerships, plans, and upcoming community events. The board discussed ways that the information can be incorporated into grant polices and evaluation criteria, speaking particularly to the benefit of youth and school partnerships.

Closing: Day One

The meeting was adjourned for the day at 4:21 p.m. by Chair Willhite.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: April 28, 2016

Place: Natural Resources Building, Room 175, Olympia, WA

Recreation and Conservation Funding Board Members:

Ted Willhite	Chairman	Jed Herman	Designee, Department of Natural Resources
Betsy Bloomfield	Yakima	Peter Herzog	Designee, Washington State Parks
Pete Mayer	Everett	Joe Stohr	Designee, Department of Fish & Wildlife
Mike Deller	Mukilteo		

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

Chairman Willhite called the meeting to order at 9:01 am. Staff called roll, and a quorum was determined.

Board Business: Briefing

Item 9: Land and Water Conservation Fund: Outdoor Recreation Legacy Partnership

Marguerite Austin, Recreation and Conservation Section Manager provided an overview of the National Land and Water Conservation Fund’s Outdoor Recreation Legacy Partnership Program and provided an overview of the three preliminary applications submitted by the March 31 due date. Staff is currently reviewing and assessing the applications to ensure they meet qualifications for the national competition.

Ms. Austin stated delegation of authority was given to Director Cottingham to approve projects for submittal to the national competition following review and ranking by the advisory committee. Due to the tight timeline, the director will select projects and submit, once reviewed and ranked by the advisory committee. The board discussed opportunities and process for public comment for each project.

Board Business: Decisions

Item 10: Follow-Up on Definition of “Project Area” and Formation of a Subcommittee

Leslie Connelly, Natural Resource Policy Specialist, summarized presentations made to and discussion of the board regarding the definition of “project area” and its significance for projects. Due to the extent of the questions and information gathering needed, members of the board suggested a committee be formed to discuss the above needs and to draft definition for consideration by the full board. At this time, Ms. Connelly recommended that the board form a special committee which includes three board members: two citizen members; one state agency member; and one member from a local agency sponsor. The goal of the committee would be to bring a recommendation to the board for decision at the October 2016 meeting.

Member Deller volunteered to participate; Member Herzog volunteered. The board discussed refining the scope of the members to one agency and one citizen member.

Public Comment: No public comment was received at this time.

Resolution 2016-16, as amended

Moved by: Member Mike Deller

Seconded by: Member Peter Herzog

Board Discussion: Member Herman clarified that the project area definition is often viewed dichotomously, and that this conflict between state and sponsor understanding of the term and how this may affect project scope will be addressed by the committee. Ms. Connelly confirmed that the definition will be applied to the extent of projects under agreement with RCO, ensuring that the term is something that works for both staff and project sponsors. The board discussed having the committee provide a briefing covering their progress at the July 2016 board meeting.

Decision: Approved

Item 11: Conversion Request: Methow Valley Community Trail, Phase 3 (RCO Project 97-1181AD)

Myra Barker, Policy Compliance Specialist, summarized a request from Okanogan County that the board approve a conversion of 1.44 acres located at the Mazama Trailhead. The information presented reviewed the conversion briefing as presented at the February 2016 meeting. Ms. Barker delivered that staff recommendation, proposing that the board delegate approval of the conversion to Director Cottingham following completion of the remaining conversion documentation and process, including the public comment period, and the caveat that should any questions arise the issue will be brought back to the board for consideration.

Public Comment:

James DeSalvo, Methow Trails Executive Director, and **John L. Hayes**, Okanogan County and representing Bill Pope of Okanogan County, were present to respond to board questions. Mr. Hayes responded to a question about concerns presented at the February meeting by an adjacent land owner regarding the project timeline and implementation schedule; he shared that in later discussions with the adjacent land owner these concerns were resolved. Mr. DeSalvo responded to questions about the continued process for public involvement. He shared that no further conflicts are anticipated as the project moves forward.

The board discussed the process for addressing opposing comments or other issues that may arise from the public comment period, ensuring that the board will be briefed on any future issues.

Resolution 2016-17

Moved by: Member Betsy Bloomfield

Seconded by: Member Jed Herman

Decision: Approved

Item 12: State Parks Allowable Use Requests on RCO Funded Trails

Myra Barker, Compliance Specialist, summarized the Allowable Use Policy and the board actions that dictate the guidance for and implementation of this policy. Ms. Barker briefed the board on three Washington State Parks allowable use requests that demonstrate the types of issues and challenges being faced by RCO project sponsors. Per policy, each allowable use request is reviewed by the internal compliance team, composed of grant managers from the Recreation/Conservation and the Salmon grant sections, who make a recommendation to the RCO director. The RCO Director holds authority to approve or deny requests based on the recommendation.

The board discussed the direction provided by the Legislature, limited use on some of the trails in the eastern half of the state, public involvement and participation, acknowledging landowner agreements, engaging existing trail user groups, and honoring long-term ecological integrity under project agreements while continuing to allow recreational use.

Break: 10:15 a.m. – 10:30 a.m.

Board Business: Requests for Direction

Item 13: Nonhighway and Off-road Vehicle Activities (NOVA) Policy Changes

Adam Cole, Natural Resource Policy Specialist, provided an overview of the NOVA program categories, funding sources, and grant criteria. He summarized the proposed changes to the NOVA grant program policy. Mr. Cole requested board direction and comment in order to solicit public comments for the proposed changes. The final draft of the proposed policies, including any changes based on public comment, will be brought to the board for decision at the July 2016 meeting.

Grant Limits

Mr. Cole summarized the proposed changes to grant limits, including the recommendations to:

- Raise the maximum grant limits from \$100,000 to \$200,000 for all project types in the Nonhighway Road and Nonmotorized categories; and to
- Remove the annual \$50,000 spending maximum for maintenance and operations projects.

The board did not have further comment and directed staff to proceed with preparing the recommendations for public comment.

NOVA Project Technical Review

Mr. Cole summarized the proposed changes to the technical review process, including the recommendation to:

- Eliminate the current application Technical Review process whereby each Advisory Committee member reviews all grant applications and provides feedback, and instead rely on RCO Grant Managers to review applications to ensure completeness and clarity.

Mr. Cole and Marguerite Austin responded to board questions about the requirements and expectations of the technical review process, and the benefits of working more closely with inexperienced applicants. Ms. Austin clarified that the NOVA program, in contrast with other programs, entails a written versus verbal review process and this leads to some challenges. Chair Willhite advocated for maintaining some form of technical review to encourage transparency and public involvement and trust in the process. Mr. Cole acknowledged there was no clear consensus by the NOVA Advisory Committee on which option was the best to adopt. In response, the board provided direction for staff to publish all options for public comment.

Nonprofit Applicant and Project Eligibility

Mr. Cole summarized the proposed changes to the applicant and project eligibility criteria, including the recommendations to:

- Create eligibility criteria for a “non-profit off-road vehicle organization”;
- Define “publicly-owned lands,” as it appears in RCW 46.09.530; and to
- Establish Control and Tenure Requirements.

The board discussed potential eligible applicants, and the process and understanding for successor organizations that may assume projects or property. The board did not have further comment and directed staff to proceed with preparing the recommendations for public comment.

Item 14: Proposed Changes to Project Type Definition for Nonhighway and Off-road Vehicle Activities and Recreational Trails Program

Adam Cole, Natural Resource Policy Specialist, provided a brief overview of the Recreational Trails Program (RTP), and referred to Item 13 for an overview of NOVA. Mr. Cole summarized the background of the most recent changes made in 2014; the numerous challenges encountered after one grant cycle of implementation for staff managing maintenance grants; and the clarifying language added to the 2014 adopted policy statements, which redefined the project types. Mr. Cole requested board direction and comment in order to solicit public comments for the proposed changes. The final draft of the proposed policies, including any changes based on public comment, will be brought to the board for decision at the July 2016 meeting.

The board discussed project examples where staff encountered the described challenges, acknowledgment of the adaptive management approach to policy refinement, and implications to other grant programs’ criteria definitions. The board did not have further comment and directed staff to proceed with preparing the recommendations for public comment.

Board Business: Decisions

Item 15: Nonhighway and Off-road Vehicle Activities

Item 15A: Allocation of Funding per Legislative Budget Provisos:

Wendy Brown, Policy Director, summarized the legislative budget provisos resulting from the 2016 session. The Governor signed the supplemental budget for NOVA, after setting aside funds for the trails database per the proviso and program administration, \$2.2 million will be available for grants. RCO staff plans to allocate the funds approved by the supplemental budget to alternate projects on the approved ranked list. A complete list of projects funded per the 2016 supplemental budget was provided to the board. The allocation will comply with the terms included in the budget proviso and with board adopted policies for allocation of NOVA funds.

Item 15B: The Departments of Fish and Wildlife and Department of Natural Resources request reinstatement as alternates on the 2014 ranked lists

Darrell Jennings, Senior Outdoor Grants Manager, followed up on the impacts to the 2014 ranked lists, based on the information provided in Ms. Brown's immediately preceding presentation. He stated that the Departments of Fish and Wildlife (WDFW) and Natural Resources (DNR) are requesting reinstatement of six grant proposals from the 2014 NOVA grants process. He summarized the background and details of the requests, as detailed in the board materials. Mr. Jennings described the project list shared with the board, and the respective staff recommendations for both WDFW and DNR project reinstatements.

Mr. Jennings stated that both the Department of Fish and Wildlife and RCO staff request the board reinstate RCO Project 14-2148 to be eligible for any additional program revenues or returned funds that may become available, following the board's funding procedures.

Public Comment:

Paul Dahmer, WDFW, addressed the board in support of reinstatement of RCO Project 14-2148. He summarized the public support and project benefits.

Member Deller discussed the challenges in maintaining integrity, transparency, and confidence in the public process. He shared that he is not comfortable reinstating these projects, in part due to the aforementioned reasons and in part due to refraining from setting any kind of precedent by the board.

The board discussed the implications to other projects, should one or either of the proposed resolutions be approved and projects reinstated, and the potential sources of alternate funding for the projects in question.

Resolution 2016-18

Moved by: Member Pete Mayer

Seconded by: Member Betsy Bloomfield

Board Discussion: Chair Willhite confirmed that the reservations expressed by Member Deller were restricted to Resolution 2016-19, not 2016-18.

Decision: Approved

The Department of Natural Resources request reinstatement as alternates on the 2014 ranked lists. Mr. Jennings stated DNR did not provide match certification for five projects due to the projects scoring below the expected funding line (RCO Projects 14-1826, 14-1822, 14-1848, 14-1813, 14-1821). However, with the subsequent passage of Senate Bill (SB) 5987 increasing the gas tax during the 2015 legislative session, the five projects would now be within the funding range.

Public Comment:

Brock Milliern, DNR, addressed the board and explained in more detail the process by which WDFW committed their paperwork errors and the resulting project decisions. He requested that the board reinstate the project considering this information.

Resolution 2016-19

Moved by: Member Pete Mayer, for denial

Seconded by: Member Peter Herzog, for discussion

Board Discussion: Member Herzog questioned the issue’s potential for precedence-setting. Member Herman responded that there may be a compromise to address reinstatement of some DNR-requested projects, but not all. The board continued the discussion of precedence, noting the importance of transparency in the public process. Member Deller and Member Mayer agreed that the Resolution should not pass for these reasons. Member Herzog asked whether an alternative or satisfactory solution could be reached; Member Herman acknowledged that the following grant cycle will be another opportunity for these projects to get funded.

Decision: Option “B”, Approved (to deny the DNR request), five in favor, two nay votes:

“NOW, THEREFORE BE IT RESOLVED, that the board rejects the request from Washington Department of Natural Resources projects, and that these projects remain ineligible to receive any available NOVA funding that may be available pursuant to the board’s allocation of returned and unallocated funding.”

Lunch Break: 12:00 p.m. – 12:45 p.m.

Item 16: WWRP, State Parks Category Criteria Changes for 2016

Adam Cole, Natural Resource Policy Specialist, provided a brief summary of the WWRP, State Parks Category criteria and evaluation process. Mr. Cole summarized the public comments received, which did which resulted in some changes to: “Question 9” to remove the phrase “and require operational impact from the Legislature”; referencing cultural resources; and changes to the scoring criteria. Mr. Cole advised that should the board adopt the resolution, next steps are to send the new questions to State Parks staff, update the materials before the application deadline, and conduct technical review.

Member Herzog confirmed that these changes are in line with State Parks’ staff.

Public Comment: No further public comment was received at this time.

Resolution 2016-20, as amended

Moved by: Member Peter Herzog

Seconded by: Member Mike Deller

Decision: Approved

Item 17: Firearms and Archery Range Safety Policy Changes for Recreation Grant Programs

Adam Cole, Natural Resource Policy Specialist, provided a summary of the FARR Course Safety policy, proposed policy changes, scenarios to demonstrate the policy changes, and the role of RCO staff. Mr. Cole summarized the public comment received, which did not result in any changes to the staff recommendations. Mr. Cole stated that based on public comment received in the future, should staff need to make any further amendments, the issue would be brought before the board.

The board discussed the intent of the safety policy, noting that the board is not intended to be responsible for certifying safety, rather, the project sponsor must certify safety and assure this requirement as part of their project application. The board further discussed how sponsors and applicants identify appropriate representatives to certify safety, again noting that this is not part of the board’s purview other than designating potential resources for applicants to refer to for certification and guidance. Member Bloomfield emphasized exploring the scope of the referenced guidance in the policy

statement, to understand whether it addresses elements beyond projectile containment, specifically thinking of ecological components, e.g., impacts of lead projectiles in the environment:

Public Comment:

Christa Little addressed the board regarding her comments yesterday and further written comments provided to the board. She specifically requested that the board explore the certification background of National Rifle Association (NRA) representatives, stating concerns of the inadequacy of their training. She encouraged the board to consider revising the reference to an NRA technical range advisor in the policy, and substitute, "independent professionals with subject expertise."

The board discussed the identification of certified professionals, and the challenges in determining appropriate criteria to meet such a requirement. Ms. Little clarified her comments submitted yesterday and today, stating that she is encouraging the board to guide sponsors to refer to more than the NRA manuals and advisors for increased safety compliance.

The board discussed ways to strengthen the policy, in line with public comment received, while maintaining criteria for applications moving forward. The board suggested that staff research further guidance and return to the board for a briefing at the July 2016 meeting.

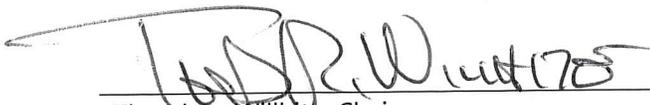
Resolution 2016-21

Moved by: Member Mike Deller
Seconded by: Member Joe Stohr
Decision: Approved

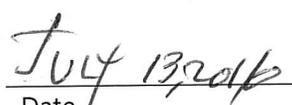
Closing

The meeting was adjourned at 1:45 p.m. by Chair Willhite.

Approved by:



Theodore Willhite, Chair



Date

**Recreation and Conservation Funding Board
Resolution #2016-12
April 27-28, 2016 Consent Agenda**

BE IT RESOLVED, that the following April 27-28, 2016 Consent Agenda items are approved:

A. Board Meeting Minutes – February 9-10, 2016

Resolution moved by: Mike Deller

Resolution seconded by: Pete Mayer

Adopted Date: April 27, 2016

**Recreation and Conservation Funding Board
Resolution 2016-13
Update to Acquisition Policies
And
Nonprofit Eligibility in the Habitat Conservation Account**

WHEREAS, pursuant to RCW 79A.15.060, the Recreation and Conservation Funding Board (board) administers and approves policies that govern the Washington Wildlife and Recreation Program (WWRP) Habitat Conservation Account and sets evaluation criteria for grant applications; and

WHEREAS, the Legislature amended RCW 79A.15.040 to allow nonprofit nature conservancies to compete for grants in the Critical Habitat, Natural Areas, and Urban Wildlife Habitat categories in the Habitat Conservation Account; and

WHEREAS, the board has adopted policies regarding policies regarding the types of acquisition projects that are eligible and ineligible for funding;

WHEREAS, the addition of nonprofit nature conservancies has raised some issues on how to apply the board's acquisition policies on ineligible projects; and

WHEREAS, the types of partnerships and property transfers in an acquisition project needs to be formalized to provide transparency; and

WHEREAS, the board seeks to foster partnerships among sponsors to achieve the goals of the Habitat Conservation Account; and

WHEREAS, the board also has nonprofit eligibility requirements for grants in the Farmland Preservation and Riparian Protection categories; and

WHEREAS, the board has planning requirements in the Habitat Conservation Account and Riparian Protection Account which are different;

NOW, THEREFORE BE IT RESOLVED, that the board does hereby adopt revisions to the acquisition policies as described in Attachment A, as amended; and

BE IT FURTHER RESOLVED, that the Recreation and Conservation Office (RCO) Director may issue Waivers of Retroactivity on properties already owned by nonprofit nature conservancies as if they were eligible sponsors the past four years; and

BE IT FURTHER RESOLVED, that the board adopt policy for nonprofit eligibility in the WWRP Habitat Conservation Account as described in Attachment A, as amended; and

BE IT FURTHER RESOLEVED, that the board rescinds the planning eligibility requirements for nonprofit nature conservancies adopted in resolution 2010-08; and

BE IT FURTHER RESOLVED, that the board directs RCO staff to incorporate these changes in the appropriate policy manuals with language that reflects the policy intent; and

BE IT FURTHER RESOLVED, that the board directs RCO staff to implement these policies changes beginning with the 2016 grant cycle.

Resolution moved by: Mike Deller

Resolution seconded by: Jed Herman

Adopted Date: April 27, 2016

**Acquisition Policies: Ineligible Project Type, Partnership, Property Transfers
Adopted by the Recreation and Conservation Funding Board
April 27, 2016
Resolution 2016-13, as amended**

INELIGIBLE PROJECT TYPE

Property already owned by an eligible sponsor, unless the property meets the eligibility requirements described in the "Acquisition of Existing Public Property" or "Buying Land Without a Signed RCO Agreement (Waiver of Retroactivity)".

PARTNERSHIPS

Two or more eligible sponsors may apply for grant funds together when they are working in partnership to buy property.

Sponsors that plan to purchase property before receiving a project agreement must request a Waiver of Retroactivity in advance of the purchase.

The minimum matching share required in the application is determined by who will own the property at the time of acquisition by an eligible sponsor.

Regardless of how partnerships are formed, the scope of the application is only property acquired from an owner who is not eligible to receive funds in the grant program. This applies the board's acquisition policies and procedures, including appraisal requirements, offers of just compensation, and relocation benefits, to the property owner who is not eligible to receive funds.

When multiple eligible sponsors partner together, the sponsors that will acquire property within the scope of the project, including property acquired through a donation or used as match, must be included as applicants in the application. See the Diagram 1 for how to structure the application for multiple sponsors.

PROPERTY TRANSFERS

An eligible sponsor may apply for a grant with the understanding they intend to transfer the property to another eligible sponsor. A sponsor may transfer property to another eligible sponsor after both parties request an amendment to the project agreement to change sponsors and the amendment is signed by RCO and both the original sponsor and the new sponsor. The new sponsor becomes responsible for complying with the terms of the project agreement. See Diagram 2 below for how to structure the application for property transfers.

An eligible sponsor that intends to transfer property to another eligible sponsor but will retain any portion of the property rights, including any rights or encumbrances such as a covenant or conservation easement, must remain as a sponsor to the project agreement. The sponsor receiving property rights must be added as a sponsor to the project agreement with an amendment signed by RCO and both the original sponsor and the new sponsor.

Alternatively, RCO may issue a new project agreement to the sponsor receiving property for the portion of the property transferred. This ensures that the complete bundle of rights acquired with a grant continues to be protected by the terms of a project agreement.

**Recreation and Conservation Funding Board
Resolution 2016-16
Project Area Special Committee**

WHEREAS, the term "project area" is used to delineate the area on the ground that is subject to long-term obligations for maintaining property acquired, developed, or restored with grant funds from the Recreation and Conservation Funding Board (board), and

WHEREAS, there is a need to define "project area" so RCO staff and the project sponsor have a common understanding on what is the "project area" that is subject to the project agreement, and

WHEREAS, RCO staff has presented options for defining "project area" for the board's consideration at the April 2015 and February 2016 meetings and the board provided feedback on the need for more research and analysis; and

WHEREAS, at the February 2016 meeting, the board suggested forming a committee of the board to discuss options and to draft a definition for consideration by the full board;

NOW, THEREFORE BE IT RESOLVED, the board does hereby form a special committee on the term "project area". The special committee will review RCO staff research and analysis, options for consideration, and make a recommendation to the board on a final definition for "project area"; and

BE IT FURTHER RESOLVED, the chair of the board will appoint members to the special committee to include one citizen member of the board, one state agency member, and one member from a local agency sponsor such as a city, park district, or county parks department; and

BE IT FURTHER RESOLVED, the special committee will meet once a month with the goal to recommend a definition at the October 2016 board meeting.

Resolution moved by: Mike Deller

Resolution seconded by: Peter Herzog

Adopted Date: April 28, 2016

**Recreation and Conservation Funding Board
Resolution 2016-17
Conversion Request: Okanogan County Methow Community Trail (RCO #97-1181AD)**

WHEREAS, Okanogan County used a grant from the Washington Wildlife and Recreation Program – Trails category (WWRP-Trails) to acquire properties and to develop the Methow Community Trail; and

WHEREAS, the county will convert of a portion of one of the properties acquired; and

WHEREAS, as a result of this conversion, a portion of the property no longer satisfies the conditions of the RCO grant; and

WHEREAS, the county is asking for Recreation and Conservation Funding Board (board) approval to replace the converted property; and

WHEREAS, the proposed replacement property is adjacent to the conversion site, has an appraised value that is greater than the conversion site, and has greater acreage than the conversion site; and

WHEREAS, the site will provide opportunities that closely match those displaced by the conversion and will expand the trailhead that serves the Methow Community Trail; that has been identified in the Okanogan County Outdoor Recreation Plan recommendation on acquiring land for current and future trailhead users, thereby supporting the board’s goals to provide funding for projects that result in public outdoor recreation purposes; and

WHEREAS, the sponsor sought public comment on the conversion, thereby supporting the board’s strategy to regularly seek public feedback in policy and funding decisions;

NOW, THEREFORE BE IT RESOLVED, Recreation and Conservation Funding Board Recreation and Conservation Funding Board hereby delegates approval of the conversion to the RCO Director contingent upon completion of the conversion policy requirements.

BE IT FURTHER RESOLVED, that the board the Board authorizes the Director to execute the necessary amendments.

Resolution moved by: Betsy Bloomfield

Resolution seconded by: Jed Herman

Adopted Date: April 28, 2016

**Recreation and Conservation Funding Board
Resolution 2016-19
Washington State Department of Natural Resources Request to Reinstate Projects**

WHEREAS, pursuant to state law, the Recreation and Conservation Funding Board (board) approves general grant assistance rules that govern the grant programs administered by the Recreation and Conservation Office (office) on the board's behalf, and

WHEREAS, the board has adopted in Washington Administrative Code 286-13-040(c) requirements and deadlines for when applicants must certify their matching resources for projects; and

WHEREAS, the board has adopted in Washington Administrative Code 286-13-040(2), the circumstances and process for the board or the director to consider waivers to grant process deadlines, and

WHEREAS, the Department of Natural Resources applied in the 2014 grant cycle for grant assistance from the Nonhighway and Off-road Vehicle Activities program, and

WHEREAS, because of an internal communication and paperwork error the Department of Natural Resources did not provide match certification for the following five projects:

- 14-1826 Northeast Region Education and Enforcement
- 14-1822 Reiter Foothills Forest Education and Enforcement
- 14-1848 Green Mountain Trail Planning
- 14-1813 Olympic Region Reade Hill Planning
- 14-1821 Reiter Foothills Nonmotorized Trail Phase 2

WHEREAS, the Department of Natural Resources is now requesting reinstatement of these projects to be eligible as alternates to receive additional NOVA funding that may come available through additional fuel tax revenue and returned funds,

NOW, THEREFORE BE IT RESOLVED, that the board rejects the request from Washington Department of Natural Resources projects, and that these projects remain ineligible to receive any available NOVA funding that may be available pursuant to the board's allocation of returned and unallocated funding.

Resolution moved by: Pete Mayer, for option for rejection

Resolution seconded by: Peter Herzog

Adopted/Defeated/Deferred (underline one)

Date: April 28, 2016

**Washington Wildlife and Recreation Program – State Parks Category Evaluation Criteria Changes
Adopted by the Recreation and Conservation Funding Board**

April 28, 2016 (Item 16)

Resolution #2016-20

At the April 28, 2016 RCFB meeting, the board made the changes to the following 2014 State Parks category evaluation questions.

- Question #1 Public Need
- Question #5 Sustainability and Environmental Stewardship
- Question #6 Expansion/Phased Project
- Question #8 Readiness to Proceed
- Question #9 Consistency with Mission and Vision

And added the following question:

- Question #7 Project Support.

The below evaluation summary and questions represent the complete updated evaluation criteria.

State Parks Category

This project category is reserved for the Washington State Parks and Recreation Commission for acquisition and/or development of state parks.

State Parks Criteria Summary					
Score	#	Question	Project Type	Maximum Points Possible	Focus*
Advisory Committee	1	Public Need and Need Satisfaction	All	5	State
Advisory Committee	2	Project Significance	All	15	Agency
Advisory Committee	3	Threat and Impact	Acquisition	10	State
			Combination	5	
Advisory Committee	4	Project Design	Development	10	Technical
			Combination	5	
Advisory Committee	5	Sustainability and Environmental Stewardship	All	10	State
Advisory Committee	6	Expansion/Phased Project	All	15	State

State Parks Criteria Summary					
Advisory Committee	7	Project Support	All	10	Agency
Advisory Committee	8	Partnership or Match	All	5	State
Advisory Committee	9	Readiness to Proceed	All	10	Agency
State Parks Commission	10	Commission Priorities	All	6	Agency
RCO Staff	11	Proximity to Human Populations	All	3	State
Total Points Possible = 89					

*Focus—Criteria orientation in accordance with the following priorities:

- State—those that meet general statewide needs (often called for in Revised Codes of Washington or the Statewide Comprehensive Outdoor Recreation Plan (SCORP))
- Agency—those that meet agency needs (usually an item of narrower purview, often called for in the State Parks and Recreation Commission’s plans)
- Technical—those that meet technical considerations (usually more objective decisions than those of policy).

Detailed Scoring Criteria: State Parks Category

Evaluation Team Scored

1. **Public Need and Need Satisfaction.** What is the need for the proposed project? To what extent will the project satisfy the need? Consider the following:

- Cited in a Classification and Management Plan (CAMP), if one exists?
- Identified in a park master plan or other approved planning document?
- Included in the current State Parks’ 10-year capital plan?
- Consistent with State Parks’ strategic plan?
- Project or property is suited to serve the stated need?
- To what degree will the project:
 - Further care for Washington's most treasured lands, waters, and historic places.
 - Connect more Washingtonians to their diverse natural and cultural heritage.
 - Improve quality or expand capacity for recreational and educational experiences.

▲ Point Range

- 0 points: No CAMP or other plan, indirectly implements State Parks' mission and vision
- 1-2 points: Implements mission and vision despite a CAMP. Adequately addresses stated need.
- 3-4 points: Implements mission and vision. Consistent with CAMP or other plan, resolves a management problem, essential to a partnership, or will increase park visitation. Greatly addresses stated need.
- 5 points: Strongly implements mission and vision. High priority in a CAMP or other plan, resolves a management problem, essential to a partnership, or will increase park visitation. Maximizes the satisfaction of the stated need.

Evaluators award a maximum of 5 points.

Adopted April 2016.

2. **Project Significance.** Describe how this project supports State Parks' strategic goals. Does it:

- Serve underserved visitors or communities?
- Protect or restore natural or cultural resources?
- Have a demonstrated ability to save money or increase park net revenue?
- Provide recreational, cultural, or interpretive opportunities people want?
- Promote meaningful opportunities for volunteers, friends, and partners?
- Facilitate a meaningful partnership with other agencies, tribes, or non-profits?

▲ Point Range

- 0 points Does not directly support strategic goals
- 1-2 points Indirectly supports one or two strategic goals
- 3-5 points Directly supports at least one strategic goal or indirectly supports three or more strategic goals

Evaluators award a maximum of 5 points that are multiplied later by 3.

3. **Threat and Impacts** (acquisition and combination projects only). Describe why it is important to acquire the property now. Consider:
- Is there an immediate threat to the property that will result in a loss in quality or availability of future public use?
 - Will the acquisition result in additional operating impacts, and if so, is there potential for those impacts to be offset by additional revenue?

▲ Point Range

0 points No evidence of threat to the property, and/or the acquisition will result in unreasonable operating impacts

1-2 points Minimal threat to the property, or the acquisition will result in moderate operating impacts

3-5 points Imminent threat of the property losing quality or becoming unavailable for future public use, or a threat led to a land trust acquiring rights in the land at the request of State Parks, and operating impacts will be minimal or offset by additional revenue

Evaluators award a maximum of 5 points. Scores for acquisition projects are multiplied later by 2.

4. **Project Design** (development and combination projects only). Is the project well designed? Consider the following:
- Does this property support the type of development proposed? Describe the attributes: size, topography, soil conditions, natural amenities, location and access, utility service, wetlands, etc.
 - How does the project design make the best use of the site?
 - How well does the design provide equal access for all people, including those with disabilities? How does this project exceed current barrier-free requirements?
 - Does the nature and condition of existing or planned land use in the surrounding area support the type of development proposed?
 - How does the design conform to current permitting requirements, building codes, safety standards, best management practices, etc.? What, if any, are the mitigation requirements for this project?

- Does the design align with the described need?
- Are the access routes (paths, walkways, sidewalks) designed appropriately (width, surfacing) for the use and do they provide connectivity to all site elements?
- For trails, does the design provide adequate separation from roadways, surfacing, width, spatial relationships, grades, curves, switchbacks, road crossings, and trailhead locations?
- Is the cost estimate realistic?

▲ Point Range

- | | |
|------------|--|
| 0 points | Design is not appropriate for the site or the intended use |
| 1-2 points | Design is moderately appropriate for the site and the intended use |
| 3-4 points | Design is very appropriate for the site and the intended use, it addresses most elements of the question, and cost estimates are accurate and complete |
| 5 points | Design addresses all elements of the question very well, and cost estimates are accurate and complete |

Evaluators award a maximum of 5 points. Scores for acquisition projects are multiplied later by 2.

5. **Sustainability and Environmental Stewardship.** What techniques or resources are proposed to ensure the project will result in a quality, sustainable, recreational, heritage preservation, or educational opportunity, while protecting the integrity of the environment? Describe how the project will protect natural and cultural resources and integrate sustainable elements such as low impact development techniques, green infrastructure, or environmentally preferred building products.

- | | |
|-------------|--|
| 0 points: | No or little stewardship elements. |
| 1-2 points: | Contains stewardship elements and protects natural or cultural resources. Consistent with State Parks' Sustainability Plan and goals. |
| 3-4 points: | Numerous stewardship elements, protects and enhances natural resources or cultural resources. Implements many of State Parks' sustainability goals. |
| 5 points: | Maximizes natural or cultural resource protection, enhances natural resources or cultural resources, and contains innovative and outstanding stewardship elements. Implements many of State Parks' sustainability goals. |

- ▲ Point Range: Evaluators award a maximum of 5 points that are multiplied later by 2.

Adopted April 2016.

6. **Expansion/Phased Project.** Does this project implement an important phase of a previous project, represent an important first phase, or expand or improve an existing site? Consider:
 - Is the project part of a phased acquisition or development?
 - To what extent will this project advance completion of a plan or vision?
 - Is this project an important first phase?
 - What is the value of this phase?
 - How does the project complement an existing site or expand usage, preservation, or education within a site?

- ▲ Point Range

0 points: Neither a significant phase or expansion nor a distinct stand-alone project.

1-2 points: Project is a quality or important phase or expansion.

3-4 points: Project is a key first phase or expansion or moves a project significantly towards realizing a vision.

5 points: Project is highly important first phase, final (or near final) phase, moves a project a great deal towards realizing a vision.

Evaluators award a maximum of 5 points that are multiplied later by 3.

Adopted April 2016.

7. **Project Support.** What is the extent to which the public (statewide, community, or user groups) has been provided with an adequate opportunity to become informed of the project, or support for the project seems apparent.

Broadly interpret the term project support to include, but not be limited to:

- Extent of efforts by the applicant to identify and contact all parties, i.e. an outreach program to local, regional, and statewide entities.
- The extent that there is project support, including:

- Voter-approved initiative
- Public participation and feedback.
- Endorsements or other support from advisory boards and user and friends groups.
- Positive media coverage.

▲ Point Range

- 0 points: No evidence presented.
- 1-2 points: Marginal community support. Opportunities for only minimal public involvement (i.e. a single adoption hearing), or little evidence that the public supports the project.
- 3 points: Adequate support and opportunity presented for participation.
- 4-5 points: The public has received ample and varied opportunities to provide meaningful input into the project and there is overwhelming support. The public was so supportive from the project's inception that an extensive public participation process was not necessary.

Evaluators award a maximum of 5 points that are multiplied later by 2.

Adopted April 2016.

8. **Partnerships or Match.** Describe how this project supports strategic partnerships or leverages matching funds. Consider:
- Does the project help form strategic partnerships with other agencies, tribes, or nonprofits? (A strategic partnership is one that ultimately is expected to offset expenses, leverage investments, or stimulate activity that directly or indirectly generates a financial return.)
 - Does the partnership facilitate a key State Parks' goal or objective?
 - Does the project have a match of cash, grants, or in-kind services?

▲ Point Range

- 0 points No partners or match
- 1-2 points One partner or up to 10 percent match
- 3-4 points Two partners or 10.01-24.99 percent match

5 points Three or more partners or 25 percent or more match

Evaluators award a maximum of 5 points.

9. **Readiness to Proceed.** Describe the project's timeline. Is the project ready to proceed? Consider:

- For development projects, is it fully designed and permitted?
- For acquisition projects, is there written documentation indicating a willing seller?
- For acquisition projects, is there a written sales agreement or option with the property owner?
- Are there any significant zoning, permitting issues, or encumbrances?
- Has State Parks completed an economic impact analysis or business plan for the project that identifies operational impacts and potential for revenue enhancement?

▲ Point Range

0 points: Not ready, business case not evident.

(Acquisition) No agreement with landowner and fiscal impact will be substantial.

(Development) No construction drawings, no formal (or negative) business case determined, and fiscal impact will be substantial.

1-2 points: (Acquisition) Willing seller identified, economic impact analysis completed or positive cost-benefit determined.

(Development) Construction drawings at or near 60 percent complete. Economic impact analysis identifies minimal operating impacts. Positive cost-benefit analysis exists.

3-4 points: (Acquisition) Property (purchase) secured in some way by legal instrument to include a letter of intent, or being held in trust or by a nongovernmental organization (for example). Positive cost-benefit analysis exists.

(Development) Construction drawings at or more than 60 percent complete, and economic analysis identifies potential revenue from the project or positive cost-benefit analysis exists.

5 points: (Acquisition) Parks has a "Purchase and Sale Agreement or Option" signed and the purchase will be made within its existing term, has very strong business case, and cost-benefit analysis exists.

(Development) Plans completed and all permits in hand, economic analysis identifies potential revenue from the project. Positive cost-benefit analysis exists. Completed business plan identifies potential revenue from the project.

Evaluators award a maximum of 5 points that are multiplied later by 2.

Adopted April 2016.

Scored by Washington State Parks and Recreation Commission—Applicants do not answer.

10. **Commission's Priority.** How well does this project implement the commission's priorities?

The Washington State Parks and Recreation Commission evaluates this criterion.

The Commission provides RCO with a ranked list of their applications.

RCO assigns a point value to each project based on its rank. The highest priority project shall receive a point score equal to the number of applications ranked. The second highest ranked project shall receive a point score 1 less than the one above it, and so on. The lowest priority application shall receive a value of 1.

RCO will apply a variable multiplier to the scores so the highest ranked application will receive a point value of 6, and all other applications will have a point value less than 6 and proportional to their rank.

▲ Point Range (after multiplier): 0-6.

Adopted April 2016.

Example (assumes 13 projects evaluated):

Application/ Project	Commission's Rank	RCO Assinged Point Value	Multiplier (6/13)	Final Point Value
A	1	13	0.462	6.00
B	2	12	0.462	5.54
C	3	11	0.462	5.08
D	4	10	0.462	4.62
E	5	9	0.462	4.15
F	6	8	0.462	3.69
G	7	7	0.462	3.23
H	8	6	0.462	2.77
I	9	5	0.462	2.31
J	10	4	0.462	1.85
K	11	3	0.462	1.38
L	12	2	0.462	0.92
M	13	1	0.462	0.46
Total Applications = 13				

Scored by RCO Staff—Applicants do not answer.

11. **Proximity to Human Populations.** Where is this project located with respect to urban growth areas, cities and town, and county density?

This question is scored by RCO staff based on a map provided by the applicant. To receive a score, the map must show the project location and project boundary in relationship to a city's or town's urban growth boundary.

▲ Point Range

- A. The project is within the urban growth area boundary of a city or town with a population of 5,000 or more.

Yes 1.5 points

No 0 points

AND

- B. The project is within a county with a population density of 250 or more people per square mile.

Yes 1.5 points

No 0 points

The result from A is added to the result from B. Projects in cities with a population of more than 5,000 *and* within high density counties receive points from both A and B. RCO staff awards a maximum of 3 points.

**Range and Course Safety Policy for all Board Grant Programs
Adopted by the Recreation and Conservation Funding Board
April 28, 2016 (Item 17)
Resolution #2016-21**

The following policies were adopted for all grant programs administered by the board:

1. **Firearms and Archery Range and Course Safety Policy.** The RCO does not certify ranges or courses as being safe. However, RCO does require range and course facilities funded by the FARR Recreation and Conservation Funding Board to be acquired, planned, designed, operated, and maintained to contain bullets, shot, arrows, or other projectiles within the facility property and to minimize noise impacts to adjacent and nearby properties. Therefore, all funded projects that directly benefit shooting activities or noise and safety abatement projects must be constructed to contain all projectiles. Depending upon the type of facility, the design must meet guidance published by the National Rifle Association (NRA), National Field Archery Association (NFAA), and the Archery Trade Association (ATA).

For projects using guidance from the Archery Trade Association: 1) projects must be acquired, planned, designed, operated, and maintained to ensure projectiles do not leave the range property the sponsor has demonstrated its control and tenure over; and 2) all safety buffer zones must be on property the sponsor has demonstrated its control and tenure over.

To determine whether a project meets RCO policy, projects that directly benefit shooting activities and noise and safety abatement projects must be evaluated by a certified advisor from one of the associations identified above or a professional engineer or other qualified professional consultant with experience and expertise in the evaluation and design of ranges and courses. Project sponsors must provide documentation of the project's evaluation by one of the above reviewers before receiving reimbursement from RCO. Costs associated with meeting this requirement are eligible administration expenses in the grant.

2. For Range and Course Safety policy certifications, evaluations, and reports, RCO limits the number eligible for reimbursement to two, one at design and one at project completion. The RCO Director may approve reimbursements for additional certifications, evaluations, and reports on a case by case basis.