

**INTERAGENCY COMMITTEE FOR OUTDOOR RECREATION  
SUMMARY MINUTES - REGULAR MEETING**

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DATE: July 17, 1998  
TIME: 8:30 a.m..

PLACE: Silverdale Hotel on the Bay, Marine Room  
Silverdale, Washington

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- Contents -

1.	MEETING CALLED TO ORDER .....	1
2.	MANAGEMENT AND STATUS REPORTS.....	1
3.	PUBLIC LANDS INVENTORY PROGRAM .....	3
	COMMENTS FROM OFM .....	4
4.	1999-2001 OPERATING BUDGET .....	4
5.	1999-2001 CAPITAL BUDGET (BFP, NOVA, FARR & NRTP).....	5
6.	1999-2001 CAPITAL BUDGET REQUEST (WWRP ONLY).....	6
7.	NOVA PROGRAM / WTA REQUEST.....	7
	1999-2001 OPERATING BUDGET (continued) .....	8
8.	1999 LEGISLATIVE PROPOSAL .....	9
9.	YAF AND COAFAC .....	9
10.	WWRP - URBAN WILDLIFE EVALUATION QUESTIONNAIRE CHANGES .....	9
11.	APPRAISER QUALIFICATIONS & APPRAISAL STANDARDS POLICY .....	9
12.	CONSERVATION EASEMENT POLICY .....	10
13.	WWRP - STATE PARKS EVALUATION PROCESS CHANGE .....	10
14.	WWRP - CRITICAL HABITAT EVALUATION MODEL.....	11
15.	PORT OF MANCHESTER, REIMBURSEMENT REQUEST.....	12
16.	PROJECT PRESENTATION METHODS .....	13
	OTHER ISSUES .....	13
	REPORTS FROM PARTNER AGENCIES .....	13
	PUBLIC BUSINESS.....	14

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**INTERAGENCY COMMITTEE MEMBERS PRESENT:**

Donna M. Mason, Chair	Vancouver
Mary Ann Huntington	Port Orchard
Ralph Mackey	Everett
Christine Wakefield Nichols	Monroe
Robert Parlette	Wenatchee (morning session only)
Stan Biles	Designee, Department of Natural Resources
Cleve Pinnix	Director, Parks and Recreation Commission
Elyse Kane	Designee, Department of Fish and Wildlife

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IT IS INTENDED THAT THIS SUMMARY BE USED IN CONJUNCTION WITH THE NOTEBOOK PROVIDED IN ADVANCE OF THE MEETING.  
A VERBATIM RECORDED TAPE OF THE MEETING'S PROCEEDINGS IS RETAINED BY IAC AS THE FORMAL RECORD OF MEETING.

**ITEM 1. MEETING CALLED TO ORDER**

Donna M. Mason, Chair, called the July 17, 1998 meeting to order at 8:37 a.m. She welcomed attendees, called for self-introductions and determined a quorum was present. In addition, Chair Mason thanked the Ports of Kitsap and Bremerton for the harbor tour and IAC staff for the site visits and workshop session held the previous day.

The Chair requested approval of the summary minutes as distributed from the March 12, 1998 meeting in Olympia. Stan Biles moved approval and the minutes were approved as submitted.

Director Laura Johnson outlined the agenda for the meeting, announced several agenda changes and announced that there would be no discussion of changes to the WWRP as previously indicated under Item 3 - 1999 Legislative Proposals. Agenda items included management reports, budget comments from Jim Crawford (OFM), an update on the Public Lands Inventory Program, 1999-2001 budget proposals, review of the NOVA funding formula, and several possible changes to the evaluation process.

**ITEM 2. MANAGEMENT AND STATUS REPORTS**

Laura Johnson presented the Director's report and highlighted several issues (see notebook).

Cleve Pinnix announced that Director Johnson presented an overview of 30+ years of IAC-funded State Parks projects at the Commission meeting in June in Spokane. Of particular interest was the comparison between land values in the 1960s when the program began and current land costs.

Director Johnson reported a similar report made to the Fish and Wildlife Commission at

its May meeting in LaConner. Work is progressing on a DNR report which could be presented to the Board of Natural Resources or, as suggested by Stan Biles, the Executive Management team.

Debra Wilhelmi presented IAC's financial and management services report (see notebook for details). In addition:

- Space vacated by the Department of Fish and Wildlife has been adapted for use by IAC's Public Land Inventory Program staff. Other vacated space will be occupied by State Parks engineering division beginning in August.

Cleve Pinnix announced that State Parks and General Administration staff members are working on plans which would co-locate all headquarters staff.

In response to a question, Ms. Wilhelmi reported that PRISM is year 2000 compliant.

Greg Lovelady presented the Planning Services report (see notebook for details).

- A statewide public boat launch guide is planned for distribution at the 1999 Seattle Boat Show hosted by the Northwest Marine Trade Association. Elyse Kane noted that a revised permit fee will be in effect at WDFW boat launch sites in 1999 and asked that staff be certain to include the new schedule if rates are included in the guide.

Bob Parlette reminded staff that the Chelan - Rocky Reach project and Grant PUDs Priest Rapids and Wanapum projects have never been reviewed for recreational and habitat conservation uses and will be scheduled for review. In addition, the Douglas PUD Wells project has just begun recreation mitigation with community input.

Eric Johnson presented the Project Services report (see notebook for details).

- The issue of banning personal watercraft on water access sites is heating up.
- The Firearms and Archery Range Advisory Committee participated in a tour of IAC-funded sites and a brochure showing safety measures being taken at various ranges was presented for review.
- Staff is using the most up-to-date technology (laptops and docking stations) to serve clients in more efficient and effective ways.
- A recognition resolution for Phil Trask was presented for Committee approval.

Elyse Kane suggested that members of the Committee might be available to meet staff needs to attend dedication events. She volunteered to attend any that might be near WDFW field offices. Citizen members also asked to be notified about dedications, conference or workshop opportunities, and editorial boards near their homes.

In response to a question from Ms. Kane, Mr. Johnson explained that Lynn Palensky has assumed some of the responsibilities for management of habitat project applications, including WDFW applications. Marguerite Austin continues to manage active WDFW projects.

Stan Biles **moved** approval of the Service Recognition Resolution honoring Phil Trask. Bob Parlette **seconded**. **MOTION CARRIED** (Resolution #98-22). Chair Mason asked that the resolution be forwarded to Phil with the Committee's best wishes and thanks.

### **ITEM 3. PUBLIC LANDS INVENTORY PROJECT UPATE**

Karl Herzog directed Members to materials following Tab #7 (see notebook) and reminded the Committee of the legislative requirements guiding the project:

- Inventory all local, state, federal and tribal lands;
- Prepare an assessment of the habitat and recreation lands that exist in the state; and
- Deliver a preliminary report in 1999 and a final report in 2000.

In addition, the report will look at policy and economic issues, the history of public lands in the state and the issues surrounding the collection of the data (i.e. what data reporting systems exist, why no single system can currently be used to create the inventory, etc.) and some recommendations for improving those systems for future work.

Mr. Herzog introduced Linda Byers, formerly of the House of Representative staff and announced that two graduate interns have been hired to work on the project on a temporary basis. Paul Dahmer, a senior conservation planner from the WDFW, has been contracted to work on the habitat assessment portions of the report. The PLIP team is in the process of surveying landowning agencies across the state and collecting information from assessor data bases.

Four "principal use" categories for the inventory have been identified:

- Outdoor Recreation, Habitat, or Environmental Protection
- Resource Production or Extraction
- Transportation or Utilities Infrastructure
- Other Government Services or Facilities

It is expected that a large portion of public lands will be reported in the Outdoor Recreation, Habitat or Environmental Protection category due to classification of Forest Service, National Parks and WDFW lands.

Stan Biles introduced Tammy Bunes, Department of Natural Resources staff. He also commented that DNR is recalculating land amounts using GIS for the inventory - and that these new calculations should prove more accurate than those used previously.

## **COMMENTS FROM OFFICE OF FINANCIAL MANAGEMENT (OFM)**

Chair Mason introduced Jim Crawford, Budget Analyst from OFM, who explained dedicated funds and the capital budget and operating budget processes.

Estimates to carry forward the current programs and provide cost-of-living adjustments for teachers and other state employee are about \$208 million and exceed the Initiative 601 expenditure limit. Further, Referendum 49, if approved by voters in November, will take general fund revenues and transfer them over to the transportation fund, a transfer of about \$200 million in the next biennium.

State agencies are being asked to propose budget cuts of 7% to make up the \$400 million shortfall. Since IAC does not operate out of the general fund, the reductions are not required of IAC at this time. However, Committee members should be aware of the context under which budgets for all agencies will be reviewed, including partner agencies.

Generally speaking, agencies funded by dedicated funds, including IAC, are finding that they have lower than historical fund balances going into the new biennium and revenues have not been keeping pace with expenditures over time.

When making decisions regarding funding requests, Committee members should be aware of two important limitations for the use of bond funds in the Capital Budget: Debt Limit and Debt Service. The maximum debt limit as set by the state constitution is 9% but it has been further reduced to 7% by the legislature. This limit will be approached in FY 2001. Debt service is the amount used to repay principal and interest on the bonds authorized in prior biennia and is the third largest expenditure in the general fund operating budget.

In closing, Mr. Crawford reported that the Capital Budget will be very limited and general fund requests will be very closely scrutinized. Dedicated fund agencies requesting budget enhancements will be asked to make corresponding reductions.

In response to a question, Director Johnson reported that IAC's operating budget is funded primarily by the Boating Facilities Program (marine fuel tax) followed by small amounts from NOVA, FARR and NRTP. The WWRP provides no funding for IAC operating expenses.

In response to a question, Debra Wilhelmi explained that IAC would not be directly affected by the passage of Ref. 49 since dedicated funds, not the general fund, are used for operations. However, IAC's enhancement packages, budgets for partner agencies and capital funds for WWRP would be impacted.

### **ITEM 4. 1999-2001 OPERATING BUDGET**

Debra Wilhelmi directed Members to materials behind Tab #4 (see notebook). Using charts and graphs, she further clarified remarks made previously by Mr. Crawford.

Ms. Wilhelmi explained the base level and maintenance level budgets and discussed six IAC request items above those levels:

1. Recreation Accessibility Specialist (partial funding)
2. Small and Rural Cities Recreation Grant Program
3. NOVA Fuel Consumption Study
4. Recreation Participation Assessment
5. Salmon Reporting Coordination Database
6. Natural Resources Grants Database

All agency requests would be funded out of the General Fund.

Director Johnson provided further information regarding the two salmon-related proposals. All agencies participating on the Joint Natural Resources Cabinet are looking for ways to assist salmon recovery efforts. Responsibilities for other agencies are more clearly defined than for IAC. Current IAC grant programs, although salmon-friendly, are not salmon programs, per se. Although the two proposals could be done by several different agencies, IAC could offer some expertise in the coordination of a reporting database.

During Committee discussion, staff responded to questions and concerns:

- Christine Wakefield Nichols expressed support for the Recreation Accessibility Specialist funding.
- Cleve Pinnix opposed the Small/Rural Cities Recreation Grant Program, citing a nearly \$300,000 expenditure which would not result in a project on the ground. He supported the idea of a simple program to aid small cities and encouraged a needs assessment done by current staff. Other Members concurred. Mr. Biles suggested simplifying current grant programs and Mr. Pinnix suggested Committee input to more clearly define the proposal before submission to OFM.
- Stan Biles supported the idea of the Salmon Reporting Coordination Database and urged continued discussion as budget negotiations proceed. He also suggested that the Natural Resources Grants Database goes beyond salmon-related issues and should be clarified.

Committee members decided to defer action on the resolution until the NOVA Fuel Consumption Study discussion later in the day.

#### **ITEM 5. 1999-2001 CAPITAL BUDGET (BFP, NOVA, FARR, NRTP)**

Debra Wilhelmi directed Members to materials behind Tab #5 (see notebook). She explained that IAC is required to submit a capital budget request to the Governor in even-numbered years. The request will be considered during the 1999 legislative session.

In addition to the amounts requested for the Boating Facilities Program (BFP), the Nonhighway and Off-Road Vehicle Activity (NOVA), and the Firearms and Archery Range Recreation Program (FARR), IAC is requesting re-appropriation authority to continue projects which were started in past biennia and are not yet completed. The requested reappropriation amount for the 1999-01 biennium is approximately \$24 million.

Mary Ann Huntington moved approval of the 1999-2001 Capital Budget Request (excluding WWRP). Cleve Pinnix seconded. Stan Biles pointed out that the 10-year projection will result in approximately 40% decrease in spending power when inflation is figured in. For that reason, he suggested a Committee retreat to discuss long-range strategies for these programs and the possibility of new program proposals to the legislature. **MOTION CARRIED.** (Resolution #98-11)

#### **ITEM 6. 1999-2001 CAPITAL BUDGET REQUEST (WWRP ONLY)**

Debra Wilhelmi referred Members to materials behind Tab #6 (see notebook) and explained that IAC is required to submit a capital budget request to the Governor in even-numbers years for consideration by the 1999 session of the legislature.

She informed members that Governor Locke's 10-year Capital Plan proposes \$50 per biennium for the WWRP. Staff has recommended a biennial request of \$50-70 million.

In addition, IAC is requesting re-appropriation authority to continue WWRP projects which were started in past biennia and are not yet completed. The request at this time is \$75 million. From this request, staff is proposing \$200,000 of returned funds be used toward a possible phase 2 of the Public Lands Inventory Project.

Ralph Mackey expressed opposition to using returned funds to fund a project which does not acquire or develop outdoor recreation or habitat (i.e. the Public Lands Inventory Project). Stan Biles agreed and stated that legislative intent was not to "phase" the project.

Chair Mason called for public testimony.

Peter Scholes      Trust for Public Land  
Representing the WA Wildlife and Recreation Coalition  
Thanked the IAC for deferring discussion on changes to the WWRP until the Coalition task force has further opportunity to reassess the program needs and challenges. He distributed a report documenting the number of WWRP projects which have benefited salmon habitat in significant ways. Supported a \$70 million request for the biennium.

In response to Committee questions, Mr. Scholes reported that the Coalition is extremely concerned about the quality of the Public

Lands Inventory report to the legislature. Additionally, any changes to the WWRP should be deferred until later in the fall, but before the 1999 legislative session. He also described the 5 public meetings which have been scheduled throughout the state to gather information from constituents.

Chair Mason urged continued cooperation and communication between the IAC and the WWRC.

Committee members discussed various strategies for establishing the level of funding requested.

Ralph Mackey **moved** that the WWRP capital request for each of the next 5 biennia (1999-2009) be \$90 million, with no returned funds used towards proposed phase 2 of the Public Lands Inventory Project. Christine Wakefield **seconded**. Cleve Pinnix **moved to amend the motion** by substituting \$70 million for the each of the next 5 biennia. Stan Biles **seconded the amendment**. Committee members discussed the desire to blend "need" with "political reality" and agreed that the WWRC proposal of \$70 million would be appropriate. **Motion to amend carried unanimously. MOTION AS AMENDED CARRIED.** (Resolution #98-12, as amended).

After a lunch break, Chair Mason reconvened the meeting at 1:30 p.m. Mr. Parlette did not attend the afternoon session.

Drew Mearns described new ways to accommodate barrier-free access to port facilities (boat launches, docks, etc.) at a reasonable cost. Friday Harbor currently uses the new system and several project applicants are proposing the use.

**ITEM 7. NOVA PROGRAM / WA TRAILS ASSOCIATION REQUEST  
(Item #9 on original agenda)**

Eric Johnson directed Members to material behind Tab #9 (see notebook). IAC received a request from the Washington Trails Association (WTA) asking the IAC to pursue funding from the Legislature to conduct a "gas tax study" related to the amount of fuel used in the various NOVA-related activities. Staff is seeking comment and guidance from the Committee on how best to respond to this request.

Director Johnson clarified that IAC staff is not recommending changes to the formula but is responding to the WTA request and asks for Committee guidance.

Acting Chair Stan Biles asked for public comment.

Tom Lucas                      Washington Trails Association (WTA)  
Clarified the request from WTA which asked for support for a new gas tax study but did not request changes to the apportionment of the NOVA funds. He suggested a survey which would educate users about how NOVA funds are provided and what they

accomplish and to collect information about users. He offered WTA assistance to procure legislative funding for the survey.

Ken Konigsmark NOVA Committee Member, Hiking Representative  
Explained that a study is called for in the current NOVA Plan and urged the Committee to develop data which will strongly support adequate funding for the program. Indicated that WTA is concerned about the current 60-20-20 split and is ready to work for legislative approval of a study.

Loren McGovern NOVA Committee Member, Equestrian Representative  
Expressed opposition to a study at this time because the funding for the study would be taken away from trails.

Cleve Pinnix expressed concern about the timing of a new study because of resistance in the House Transportation Committee which does not want to earmark funds for nonhighway programs. Also, reminded Members that dedicated accounts for cross country skiing and snowmobiling were "raided" by the legislature during the last session to provide funding for a non-recreation activity.

Ralph Mackey asked for feedback from the NOVA Committee after its next meeting.

#### **1999-2001 OPERATING BUDGET ( Item #4 - continued)**

Chair Mason referred members to Resolution #98-10 (see notebook, Tab #4) and reminded them of discussions earlier in the meeting:

- Recreation Accessibility Specialist (accepted)
- Small and Rural Cities Recreation Grant Program (needs further refinement)
- NOVA Fuel Consumption Study
- Recreation Participation Assessment
- Salmon/Cabinet Related Items

Cleve Pinnix **moved** approval of the 1999-2001 Operating Budget Request as proposed by staff. Ralph Mackey **seconded**. Ralph Mackey **moved to amend the resolution** by removing the NOVA Fuel Consumption Study. Christine Wakefield Nichols **seconded**. In response to a question, Director Johnson explained that a study could be funded administratively, however the portion of NOVA funding designated for administration would not cover the cost of the study and the remainder would be funded out of IAC's operating budget. **Motion to amend carried** with Wakefield Nichols "nay". Stan Biles expressed concerns and **moved to amend the resolution** by removing the Small and Rural Cities Recreation Grant Program. Cleve Pinnix **seconded**. **Motion to amend carried**. Chair Mason called for a vote on the resolution as amended. **MOTION CARRIED** with Wakefield Nichols voting "nay". (Resolution #98-10, as amended)

**ITEM 8. 1999 LEGISLATIVE PROPOSAL  
(Item #3 on original agenda)**

Chair Mason explained that as a result of previous Committee action, the only remaining item for consideration as 1999 legislation is changing the name of IAC. She reminded members of Mr. Parlette's earlier suggestion to retain "Outdoor Recreation" and replace with "IAC" with "Bureau of". After discussion, Committee members agreed to take no further action on an agency name change.

Director Johnson pointed out additional correspondence regarding the fuel tax study and WWRP-related items which had been included in notebook materials. Staff will continue to be involved in Coalition discussions about salmon-and riparian habitat-related issues. Committee comments and suggestions are welcome.

**ITEM 9. YOUTH ATHLETIC FACILITIES ACCOUNT PROGRAM (YAFA)  
COMMUNITY OUTDOOR ATHLETIC FIELDS ADVISORY COUNCIL  
(COAFAC)**

Director Johnson announced that public interest in this new program continues to run high. As soon as all four legislative appointments have been made, Committee members will receive information regarding the members of the entire council as well as the proposed timeline for activities. Chair Mason asked IAC Members to contact Director Johnson with any concerns or comments on the IAC appointments. At this time, it appears the initial \$10 million will become available late fall 1998.

**ITEM 10. WWRP - URBAN WILDLIFE EVALUATION QUESTIONNAIRE CHANGE**

Eric Johnson directed Members to materials behind Tab #10 (see notebook). IAC was asked by two groups to incorporate additional criteria into the evaluation instrument for the Urban Wildlife Habitat (UWH) Category. The proposed change modifies the UWH evaluation criteria for the prescored Threatened, Endangered, or other Sensitive Elements (TES) to mirror the criteria for the Critical Habitat Category. The purpose of the change is to recognize the importance of salmon species and stocks identified by the state as depressed and critical.

Stan Biles expressed concern about changing the criteria after applications have been received and just prior to evaluations. Mr. Johnson explained that some projects may be affected by the change since the change would be effective immediately.

Ralph Mackey moved adoption of the staff proposed revisions to Manual #10 - WWRP Urban Wildlife Habitat Evaluation Instrument. Elyse Kane seconded. **MOTION CARRIED** with Stan Biles dissenting. (Resolution #98-16)

**ITEM 11. APPRAISER QUALIFICATIONS & APPRAISAL STANDARDS POLICY**

Eric Johnson directed Members to materials following Tab #11 (see notebook). He explained that Manual #3, *Guidelines for Land Acquisition* contains appraisal standard

and appraiser qualification requirements. Through the years, this policy has become inconsistent with statutes and industry regulations governing appraisal standards. IAC staff recommends elimination of IAC's current appraisal guidelines and adoption of the provisions in the *Certified Real Estate Appraiser Act*, and *Real Estate Appraisers*, as guidelines for approving appraisers. In addition, staff recommends adoption of the most current edition of the Uniform Standards of Professional Appraisal Practice (USPAP) for appraisal report requirements.

Mary Ann Huntington moved approval of revisions to the Appraiser Qualifications & Appraisal Standards: Manual #3, Guidelines for Land Acquisition. Ralph Mackey seconded. **MOTION CARRIED** (Resolution #98-17)

## **ITEM 12. CONSERVATION EASEMENT POLICY**

Eric Johnson directed Members to material following Tab #12 (see notebook). IAC allows its project sponsors to acquire interest in land in various ways, including fee simple, conservation easements and leases. Since the 1997 legislature directed IAC to establish a pilot program to test conservation easements as a tool for protecting riparian habitat lands, the number of conservation easements proposals has increased and IAC staff recommends adapting policies to fit all IAC programs where such easements may be proposed.

Ralph Mackey moved approval of Conservation Easement Policies: Manual #3, Guidelines for Land Acquisition. Cleve Pinnix seconded. Elyse Kane asked for assurance that the conservation easement form currently being used by the WDFW would continue to be honored by the landowners currently operating under it. Mr. Johnson agreed; the new policy would be applicable to all new projects and project managers will work with clients already operating under another policy to determine if the new policy can be incorporated. **MOTION CARRIED** (Resolution #98-18)

## **ITEM 13. STATE PARKS CATEGORY EVALUATION PROCESS CHANGE**

Eric Johnson directed Members to materials following Tab #13 (see notebook). The State Parks category is unique in the Washington Wildlife and Recreation Program (WWRP) - there are no other categories where only one agency competes against itself. In the past two biennia, after an evaluation team established a ranked list of projects, State Parks' Director requested, and IAC approved, a re-ordering of the ranked list based on Parks' goals and objectives.

State Parks and IAC staff are proposing a process which will allow the two agencies to collaborate in the development of the ranked list without using the traditional evaluation team approach. The new process would incorporate:

- an appearance of equity
- an impartial application of pre-established evaluation questions
- the opportunity to "day-light" proposals to ensure eligibility, and
- protection against inappropriate use of scare funds.

Mr. Johnson asked Members to review the proposal as shown in Resolution #98-19 (see notebook).

Stan Biles expressed concern about changing the traditional evaluation method and asked if the issue of evaluation criteria not reflecting the needs of the Commission was a more important matter to consider. He preferred changing the criteria rather than the process.

Cleve Pinnix explained that members of the Commission can evaluate projects with more background and knowledge than the traditional evaluation team. The Capital Committee visits each site to assure that the best projects will be brought forward to the IAC for funding.

Cleve Pinnix **moved** adoption of changes to the State Parks Category Evaluation Process. Ralph Mackey **seconded**. **MOTION CARRIED** with Stan Biles and Elyse Kane dissenting. (Resolution #98-19)

#### **ITEM 14. WWRP CRITICAL HABITAT EVALUATION MODEL**

Eric Johnson directed Members to materials following Tab #14 (see notebook). IAC's traditional approach to evaluation proposals utilizes an open public meeting, a team of evaluators and oral presentations (with slides) that are tailored to a pre-established set of questions. As a result of new programs, like NRTP and RHP, a variety of evaluation methods have been utilized.

Staff proposes utilizing the WWRP-Critical Habitat category as a pilot for a hybrid evaluation process incorporating traditional evaluation process elements and a new methodology that was used in the RHP evaluation process. An evaluation team will arrive at a ranked list using traditional scoring methods and a consensus process.

In answer to a question, Eric Johnson explained that the project manager most likely to view the sites in this category was currently on loan from the WDFW and he clarified the role of that project manager in this new process.

Committee members expressed concern about compromising the appearance of objectivity that IAC works so hard to create. Since the project manager would be the only biologist on the evaluation team, he or she might have more influence on the final outcome which could create an appearance of partiality. It was suggested that the project manager serve as a resource only, not a voting member of the team.

Director Johnson agreed with the Committee suggestion and explained that is sometimes frustrating for project managers who may have valuable insight to be unable to offer comments and/or suggestions. Being able to contribute without voting would be a reasonable solution.

Eric Johnson explained that the evaluation process has been working very effectively for a period of time but staff is interested in looking at better ways to involve evaluation team members.

Stan Biles suggested a continuation of the "experiment" for a second year of the RHP and not make any changes to critical habitat this year. Also, IAC staff could meet with DNR and WDFW staff to address the concerns expressed by the Committee. Eric Johnson reminded members that RHP was a one-time funding and would not have a second year cycle.

Christine Wakefield Nichols suggested that brief public testimony be allowed during the evaluation period. In response, Eric Johnson explained that staff has considered that option so that team members could hear from proponent and opponents of the project. Staff is concerned that public testimony could get out of control and consume too much of the evaluation team limited time.

Committee members generally supported the idea of discussion following the ranking process but were very concerned that one member of the team could wield more influence than others and the ranked list coming before the IAC could be "skewed". A non-voting project manager would alleviate that problem.

After lengthy Committee discussion, Elyse Kane moved adoption of Resolution #98-21 with the following changes:

- bullet #1 is changed to say a "resource to" instead of "an evaluator on";
- bullet #2 stands as is; and
- bullet #3 is changed to a "feed-back" question - after no more changes can be made, the team is asked if they would liked to have had a consensus process in future.

Mary Ann Huntington **seconded**. Stan Biles suggested deferring a decision and explained that he would prefer having the two agencies and IAC discuss the issue and come forward with a revised proposal. Elyse Kane said she would withdraw the motion with staff assurance that the evaluation team be asked for feedback at the end of the evaluation process. Mary Ann Huntington concurred. **THE MOTION WAS WITHDRAWN.**

It was agreed to maintain the current process in all aspects except that at the end of the evaluations this year, the team would receive a questionnaire asking if certain changes would have made a difference in the process and the outcome.

**ITEM 15. PORT OF MANCHESTER, REIMBURSEMENT REQUEST  
(Item #16 on original agenda)**

Eric Johnson directed Members to materials behind Tab #16 (see notebook) and explained that the Port of Manchester is requesting IAC's consideration to provide reimbursement at an amount of 62.5% (\$37,5000 IAC share) above the appraised value of a parcel of land necessary to implement its proposed boat launch facility. The request does not increase the overall project cost of \$700,000 (\$350,000 IAC share). IAC staff recommends approval of the request.

Mary Ann Huntington moved approval of the Port of Manchester Reimbursement Request. Christine Wakefield Nichols seconded. **MOTION CARRIED** (Resolution #98-20).

#### **ITEM 16. PROJECT PRESENTATION METHODS (Item #15 on original agenda)**

Eric Johnson announced that based on the survey distributed earlier, although Committee members are not unanimous in their opinion, they prefer to "see" (i.e. slides and oral presentation) projects above the funding line plus another 15% of projects below the funding line. Members also expressed the desire to review all of the project summaries. Staff will prepare presentations for the September funding meeting based on this recommendation. It was also suggested that staff explore other technologies (i.e. Internet, web site, etc.) to assist.

Director Johnson expressed concern that sponsors of some of the projects just below the funding line may be discouraged from seeking legislative approval for additional funding. It will be important not to lose sight of the "need" and to protect the integrity of the process and ensure that the public continues to feel they have been treated fairly.

#### **OTHER ISSUES**

Director Johnson announced that staff will work on a revised strategic plan at an upcoming staff retreat and will be prepared to share information with the Committee at the September meeting. Members suggested an informal, round-table type discussion which would be open to the public but no public testimony would be received.

Stan Biles asked for clarity on the purpose of the meeting (the process, amount of time required, participants, etc.), and suggested a discussion about wildlife and habitat needs for the next ten years and what sort of program will be required to meet those identified needs.

#### **REPORTS FROM PARTNER AGENCIES**

Cleve Pinnix reported that the State Parks is going through the budget reduction exercise as required by OFM and is facing additional budget shortfalls. Some currently active and operating state park facilities could be closed.

Stan Biles reported that DNR:

- Does not plan to submit a 7% reduction plan to OFM;
- Has scheduled a series of meetings to build a coalition which will ask the legislature for a \$100 million appropriation to reenergize the state's permanent fund for the construction of K-12 schools; and
- Is considering a voters initiative which would establish a large capital fund to begin the re-acquisition of privately owned tidelands which have significant value for recreation and habitat. A series of public meetings will be scheduled through the summer and fall.

Elyse Kane reported that WDFW, in an effort to provide funding for its recreational facilities, was assisted by the Governor and several legislators who worked to change a user-fee statute. The new law retains the \$10 per year fee, but removes the criminal punishment and the requirement to have the license on the person. A parking ticket-type violation and vehicle decal will be substituted. Everyone using the site will be required to have a decal - not only hunters and fishers who have traditionally supported the program.

**OTHER BUSINESS**

Mary Ann Huntington reminded members of the public concert scheduled Friday evening on the Bremerton waterfront and sponsored by the Port of Bremerton.

Stan Biles complimented the Chair on her ability to run one of the most dynamic and difficult IAC meetings

Chair Mason thanked the staff, Mary Ann Huntington and the Port of Bremerton.

There being no public comment or further business, Chair Mason adjourned the meeting at 4:50 p.m.

**IAC APPROVAL CERTIFIED BY**



Donna M. Mason, Chair



Date

Next Meeting:       September 24-25, 1998  
                          Natural Resources Building, Room 172  
                          Olympia, Washington

RESOLUTION #98-18

**CONSERVATION EASEMENT POLICIES  
MANUAL 3, GUIDELINES FOR LAND ACQUISITION**

**WHEREAS**, conservation easements are a necessary and important land protection tool; and

**WHEREAS**, the number of conservation easement proposals submitted to Interagency Committee for Outdoor Recreation (IAC) is increasing significantly; and

**WHEREAS**, with expert help IAC staff has drafted policies that address this important land acquisition tool; and

**WHEREAS**, these policies have been considered in a public review process in which comments were encouraged;

**NOW, THEREFORE BE IT RESOLVED**, that IAC hereby adopts the June 26, 1998 draft version of these policies, Attachment III including appendices, to be immediately included in Manual 3, *Guidelines for Land Acquisition*.

Resolution moved by:           RALPH MACKEY          

Resolution seconded by:           CLEVE PINNIX          

Adopted/Defeated/Deferred

        
July 17, 1998

**RESOLUTION #98 - 19**  
**July 17, 1998**  
**Revision to State Parks Category Evaluation Process**

**WHEREAS**, IAC has conducted project evaluations for the Washington Wildlife and Recreation Program – State Parks Category, since 1990; and

**WHEREAS**, IAC's Board and Staff seek continued improvement and refinement of IAC project evaluation processes and procedures; and

**WHEREAS**, for the past two biennia, IAC's Board has approved the Washington State Parks and Recreation Commission (WSPRC) ranked list of projects and not the ranked list from the IAC State Parks Category evaluation team; and

**WHEREAS**, IAC and State Parks Staff propose a collaborative evaluation process rather than two separate processes.

**NOW, THEREFORE BE IT RESOLVED**, that IAC hereby authorizes IAC Staff to implement a collaborative project evaluation process, using existing IAC evaluation criteria for WWRP's State Parks category; and

**BE IT FURTHER RESOLVED**, that State Parks and IAC share responsibility for the State Parks category evaluation process that:

- a) Is facilitated by IAC Staff;
- b) Uses an evaluation team comprised of State Parks staff and interested outside parties;
- c) Uses existing WWRP State Parks evaluation instrument criteria;
- d) Is conducted in a meeting that is open to the public;
- e) Permits the Capital Committee of WSPRC to re-order the evaluation ranked list, on the understanding that, as the Capital Committee recommends a ranked list of projects to the full Commission, any changes are identified and supported by defined strategic needs;
- f) Permits the WSPRC to re-order the recommended evaluation ranked list, with the understanding that any changes are identified and supported with clear reasoning;
- g) Any final list submitted to IAC for approval be adopted by the WSPRC at a regularly scheduled Commission Meeting containing the opportunity for public testimony, probably the September Commission meeting; and
- h) Final adoption of a ranked WWRP State Parks category list, prior to submittal to the Governor, continues to statutorily reside with IAC including the prerogative to re-order the ranked list.

Resolution moved by: CLEVE PINNIX Resolution seconded by: RALPH MACKEY

**Adopted / Defeated** *with Stan Biles and Elyse Kane Dissenting*  
*July 17, 1998*

**RESOLUTION #98 - 16**

**July 17, 1998**

**Revision to Manual #10 - WWRP Urban Wildlife Habitat Evaluation Instrument**

WHEREAS, Washington Wildlife and Recreation Program constituents and program applicants within the Urban Wildlife Habitat Category expressed interest in modifying the evaluation criteria; and

WHEREAS, IAC Staff reviewed the proposed modification to the criteria and sought public comment on the revision; and

WHEREAS, the proposed modification will provide further support to UWH projects protecting depressed and critical salmon stocks in Washington State;

NOW, THEREFORE BE IT RESOLVED, that IAC hereby adopts the May 15, 1998 Draft version of changes to Manual 10, *Washington Wildlife and Recreation Program*, Urban Wildlife Habitat evaluation instrument to immediately replace the current version.

Resolution moved by: *Ralph Mackey*

Resolution seconded by: *Elyse Kane*

**Adopted / Defeated** *with Stan Biles dissenting.*

*July 17, 1998*

RESOLUTION #98-17

July 17, 1998

**APPRIASER QUALIFICATIONS & APPRAISAL STANDARDS; MANUAL 3,  
GUIDELINES FOR LAND ACQUISITION**

**WHEREAS**, the Interagency Committee for Outdoor Recreation's (IAC) Manual #3, *Guidelines for Land Acquisition*, contains appraisal standards and appraiser qualifications adopted to ensure that only persons who meet minimum standards of competence and conduct provide real estate appraisal services to the public for IAC project proposals; and

**WHEREAS**, through the years, this policy, last revised in July 1992, has become inconsistent with statutes and industry regulations governing appraisal standards; and

**WHEREAS**, IAC staff has drafted revisions to this manual, based on USPAP (Uniform Standards of Professional Appraisal Practice) as authorized by Congress as *the* source of appraisal standards and appraiser qualifications and enforced by federal and state regulatory authorities (*The Certified Real Estate Appraiser Act, Chapter 18.140 RCW* and Chapter 308-125 WAC); and

**WHEREAS**, these revisions have been considered in a public review process in which comments were encouraged;

**NOW, THEREFORE BE IT RESOLVED**, that IAC hereby adopts the June 29, 1998 draft version of these changes, Attachment II, to Manual 3 to immediately replace the current version.

Resolution moved by: MARY ANN HUNTINGTON

Resolution seconded by: RALPH MACKEY

JULY 17, 1998

Adopted —  Defeated —  Deferred (check one)

**RESOLUTION #98-22**  
**SERVICE RECOGNITION - Phil Trask**

**WHEREAS**, Phil Trask has served as a Project Manager for the Interagency Committee for Outdoor Recreation since March, 1993; and

**WHEREAS**, Phil Trask has successfully worked with clients throughout the State of Washington in the acquisition and development of recreation and conservation areas; and

**WHEREAS**, Phil Trask has been instrumental in the successful implementation of IAC's pilot Riparian Habitat Program; and

**WHEREAS**, Phil Trask worked on important projects including the PRISM Development Team, modification of appraiser requirements, and many Policy Manual revisions; and

**WHEREAS**, Phil Trask has resigned his position with IAC to pursue other opportunities; and

**WHEREAS**, Interagency Committee Members seek to recognize his support and services rendered to the Committee and staff during his tenure with IAC,

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Phil Trask's assistance to the Interagency Committee in performing his responsibilities and duties, the Committee does herewith extend its thanks, best wishes, and appreciation to him; and

**BE IT FURTHER RESOLVED**, that a copy of this resolution be sent to Phil Trask.

Moved: STAN BILES Seconded: BOB PARLETTE

Adopted on July 17, 1998

**RESOLUTION 98 - 11**

**1999-2001 CAPITAL BUDGET REQUEST  
(NON-WWRP)**

WHEREAS, the Interagency Committee for Outdoor Recreation (IAC) must submit a 1999-2001 Capital Request Budget and Ten Year Plan to the Office of Financial Management; and

WHEREAS, the amounts requested agree with the current revenue projections by the Departments of Transportation and Licensing; and

WHEREAS, the proposed budget is in conformance with the Office of Financial Management Instructions.

NOW, THEREFORE, BE IT RESOLVED, that IAC hereby approves the 1999-2001 Capital Budget and Ten Year Plan as presented;

	1999-01	2001-03	2003-05	2005-07	2007-09
BFP	\$8,433,414	\$ 8,687,676	\$ 9,900,588	\$10,133,621	\$10,133,621
NOVA	\$5,434,090	\$ 5,499,511	\$ 5,807,369	\$ 5,917,283	\$5,917,283
FARR	\$151,200	\$ 200,000	\$ 200,000	\$ 200,000	\$200,000
NRTP	\$1,478,350	\$ 1,864,834	\$ 932,417		
Total	\$15,497,054	\$16,252,021	\$16,840,374	\$16,250,904	\$16,250,904

AND BE IT FURTHER RESOLVED, the Director is authorized to modify and update the amounts presented as new revenue forecasts become available or to comply with the Office of Financial Management budget instructions;

AND BE IT FURTHER RESOLVED, the Director is authorized to apply for grant requests during the 1999-2001 biennium from other outside funding sources to supplement the capital budget consistent with the Committee's mission;

AND BE IT FURTHER RESOLVED, the Director is authorized to submit any necessary re-appropriation request.

MARY ANN HUNTINGTON

Moved

CLEVE PINNIX

Seconded

July 17, 1998

Pass/Fail

**RESOLUTION 98 - 10** *AMENDED*

**1999-2001 OPERATING BUDGET REQUEST**

WHEREAS, the Interagency Committee for Outdoor Recreation (IAC) must submit a 1999-2001 Operating Request Budget to the Office of Financial Management; and

WHEREAS, the operating budget includes Base and Maintenance Levels and the following policy request items:

Operational Items

- Recreation Accessibility Specialist
- Small and Rural Cities Recreation Grant Program
- NOVA Fuel Consumption Study
- Recreation Participation Assessment

Salmon/Cabinet Related Items

- Salmon Reporting Coordination Database
- Natural Resources Grants Database

WHEREAS, the budget is in conformance with the Office of Financial Management Instructions.

NOW, THEREFORE, BE IT RESOLVED, that IAC hereby approves the 1999-2001 Operating Budget elements as presented;

AND BE IT FURTHER RESOLVED, the Director is authorized to modify and update the amounts presented as necessary to meet the agency's operating budget needs or to comply with the Office of Financial Management budget instructions;

AND BE IT FURTHER RESOLVED, the Director is authorized to apply for grant requests during the 1999-2001 biennium from other outside funding sources to supplement the operating budget consistent with the Committee's mission.

\_\_\_\_\_ Moved \_\_\_\_\_ Seconded  
July 17, 1998 Pass/Fail

*SEE ATTACHED AMENDMENT*

Cleve Pinnix moved approval of the 1999-2001 Operating Budget Request as proposed by staff. Ralph Mackey seconded. Ralph Mackey moved to amend the resolution by removing the NOVA Fuel Consumption Study. Christine Wakefield Nichols seconded. Motion to amend carried with Wakefield Nichols "nay". Stan Biles moved to amend the resolution by removing the Small and Rural Cities Recreation Grant Program. Cleve Pinnix seconded. Motion to amend carried. MOTION AS AMENDED CARRIED with Wakefield Nichols voting "nay".

Resolution #98-10, As Amended.  
Carried  
July 17, 1998

RESOLUTION 98-12 AMENDED

1999 - 2009 WWRP BUDGET REQUEST

WHEREAS, the Interagency Committee for Outdoor Recreation (IAC) must submit a 1999-2001 WWRP Request Budget and Ten Year Plan to the Office of Financial Management.

NOW, THEREFORE, BE IT RESOLVED, that IAC hereby approves the new 1999-2001 WWRP Request Budget and Ten Year Plan as presented:

1999-2001.....	\$	<u>70 million</u>
2001-2003.....	\$	<u>70 million</u>
2003-2005.....	\$	<u>70 million</u>
2005-2007.....	\$	<u>70 million</u>
2007-2009.....	\$	<u>70 million</u>

AND BE IT FURTHER RESOLVED, the Director is authorized to submit the necessary re-appropriation request; and

~~BE IT FURTHER RESOLVED, re-appropriation returned funds may be used towards continuing and completing phase 2 of the Public Lands Inventory Project.~~

\_\_\_\_\_ Moved \_\_\_\_\_ Seconded

July 17, 1998 Pass/Fail

*Ralph Mackey moved that the WWRP capital request for each of the next 5 biennia be \$90 million with no returned funds used towards proposed phase 2 of the Public Lands Inventory Project. Christine Wakefield Nichols seconded. Cleve Pirmix moved to amend the motion by substituting \$70 million for each of the next 5 biennia. Stand Biles seconded the amendment. Motion to amend carried unanimously. MOTION AS AMENDED CARRIED.*

**RESOLUTION 98-20**

**July 17, 1998**

**IAC #96-1093C, Port of Manchester, Boating Facilities  
Reimbursement Request**

**WHEREAS**, the Port of Manchester received Boating Facilities Program funding for acquisition and phase one boating facilities development; and

**WHEREAS**, after beginning eminent domain proceedings the port and land owner negotiated a settlement for the sale of Tax Lot 222402-2-034-2006; and

**WHEREAS**, the negotiated settlement of \$200,000 exceeded the appraised/reviewed value of \$125,000 by 62.5 %; and

**WHEREAS**, the negotiated settlement does not increase the total cost of the project; and

**WHEREAS**, IAC analysis supports reimbursement above the appraised and reviewed land value; and

**WHEREAS**, IAC policy requires the Interagency Committee to approve reimbursement requests greater than 10% above the appraised and reviewed fair market value;

**NOW, THEREFORE, BE IT RESOLVED**, that IAC approves the Port of Manchester's request to receive reimbursement based on a value of \$200,000 for Tax Lot 222402-2-034-2006 as funded in IAC # 96-1039, Port of Manchester, Boating Facilities; and

**BE IT FURTHER RESOLVED**, that the revised project acquisition cost will result in no overall project cost increase; and

**BE IT FURTHER RESOLVED**, that the Director is hereby authorized to execute necessary procedures and amendments.

Resolution moved by: MARY ANN HUNTINGTON

Resolution seconded by: CHRISTINE WAKEFIELD NICHOLS

**Adopted/Defeated**

*JULY 17, 1998*