

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

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**DATE:** February 26, 1999  
**TIME:** 8:30 a.m..

**PLACE:** Natural Resources Building, Room 172  
Olympia, Washington

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### INTERAGENCY COMMITTEE MEMBERS PRESENT:

Donna M. Mason, Chair	Vancouver
Mary Ann Huntington	Port Orchard
Christine Wakefield Nichols	Monroe (arrived at 8:50 a.m.)
Robert Parlette	Wenatchee
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 February 26, 1999 meeting to order at 8:40 a.m. She welcomed attendees, called for self-introductions and determined a quorum was present.

The Chair requested approval of the summary minutes as distributed from the November 19, 1998 meeting in Olympia. Cleve Pinnix moved approval and the minutes were approved as submitted.

Director Laura Johnson outlined the agenda for the meeting and announced that Thurston County Commissioner Diane Oberquell would address the Committee after lunch. Chair Mason requested approval of the agenda as presented by Director Johnson.

Debra Wilhelmi announced that a new audio system had been purchased and was being used for the first time.

### ITEM 2. MANAGEMENT AND STATUS REPORTS

Laura Johnson recognized the efforts of staff and presented the Director's report (see notebook for details). Additional information included:

- Federal legislation to provide for the stateside LWCF is receiving considerable attention during the current session of Congress. A letter from Senator Slade Gorton to the Clinton Administration was shared.
- Recent newspaper articles addressed the issue of converting forest lands into ball fields and park facilities, fees for state parks, and the continuing acquisitions around Nisqually/Mashel.
- WRPA has scheduled a training session on 3/20/99 for citizen board

- members. IAC members were encouraged to attend.
- Joe LaTourette, AHR regional coordinator, may address the Committee during the public comment portion of the meeting.
  - A list of agenda items for 1999 IAC meetings was distributed and discussed (see hand-out).
  - Although NOVA program funding does not occur until November, issues regarding the program and possible revisions to the NOVA plan will be discussed at the July IAC meeting (see hand-out).

Debra Wilhelmi presented IAC's financial and management services report (see notebook for details). Additionally,

- Since the printing of the notebook memo, IAC has processed approximately \$3 million for WDFW projects, bringing the Department up to about 85% expended funds;
- The Governor's general fund budget proposal was explained; and
- Judy King retired at the end of January and Dee Dee Bigelow has assumed her responsibilities.

Bob Parlette **moved** adoption of the recognition resolution for Judy King. Mary Ann Huntington **seconded**. **MOTION CARRIED** (Resolution #99-01).

Greg Lovelady presented the Planning Services report (see notebook for details) and provided additional information:

- The WAC change regarding the NOVA Program received a written objection in early February and, rather than using the expedited rule-making process as originally planned, a WAC hearing will be held during the July 1999 IAC meeting in Spokane.
- Jim Fox reminded members of their July 1998 approval of funding for a Participation Study which would address outdoor recreation use in Washington state. The project has been divided into two phases: (1) hire a consultant to develop the methodology for the survey and (2) carry out the survey. An RFP is now available with a March 19 deadline for proposals and March 31 for awarding of a contract. Although economic benefits will not be directly discussed in the survey, some conclusions about benefits may be developed when the survey information is available.

Cleve Pinnix announced that an economic analysis from the Division of Tourism study showed that visitors to State Parks generated total economic activity of \$1.1 billion. Committee members expressed a desire to have copies of the report (distributed later in the day).

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

- Recognition resolutions for advisory committee members will occur later in the meeting.
- A Riparian Habitat Program report to the legislature is awaiting final approval by OFM and will be distributed to members when it is available.

Bob Parlette asked if editorial board visits were being arranged by staff to promote the

WWRP. Although visits have not been scheduled, Mr. Johnson stated that press attention to the YAF has been heavy since the \$10 million was received in December. Approximately 2100 individuals and organizations are on the application workshop mailing list. Mr. Parlette repeated his desire to keep outdoor recreation opportunities in front of the public as much as possible.

Chair Mason announced that the Public Land Inventory Project report would be delayed until the afternoon session.

### **ITEM 3. YOUTH ATHLETIC FIELD ACCOUNT (YAFA) GUIDELINES**

Director Johnson announced that Jim Eychaner and Eric Johnson, having provided the staffing for the program, would present a brief overview (see notebook for details) and three Council members, Peter Lukevich (chair), Donn Etherington and Charolette York, would offer Council perspectives and respond to Committee questions or concerns.

Referendum 48 authorized the Seahawks/soccer stadium construction and also created a "youth athletic facilities" grant program. The new program will support grants for acquiring, developing, equipping, maintaining and improving "youth or community athletic facilities". The initial \$10 million donation was received in December from the Seahawks' team owner, Paul Allen.

The 1998 Legislature passed E2SB 6235 which created a Community Outdoor Athletic Fields Advisory Council (COAFAC or the Council). Beginning in September 1998, the Council began development of a set of proposed policies to guide award of funds from the YAF Account. A summary of the draft program manual was distributed to over 800 individuals and organizations throughout the state in December, and in January, 1999, eight open public meetings were held in Spokane, Ellensburg, Vancouver and Renton.

The most commonly expressed concerns were:

- credit for work done prior to a grant application;
- population requirements; and
- control and tenure issues.

Mr. Johnson reminded the Committee that guidelines, at this point, relate only to the initial \$10 million donation. Program revenues following this donation are highly volatile and indeterminable. Depending on future revenues, some or all of the policies may need revision before additional grant cycles are conducted.

Jim Eychaner directed Members to the notebook insert, *Youth Athletic Facilities Account: 1999 Policies and Project Selection* (see green sheets in notebook). He reviewed the proposed guidelines and evaluation criteria.

Chair Mason called for Council comments. Mr. Lukevich responded to Committee comments and concerns.

- "Outdoor" facilities are preferred because the term "outdoor athletic facilities" is used repeatedly in the 1998 legislation
- Points will be awarded for multi-generational use.



Evaluation Criteria question #4- b & c (p. 15 on green sheets) and suggested a higher multiplier for "readiness to proceed" (p. 16). Supported the concept of matching credit being awarded for work done before a project agreement is signed.

Jeff Myers

Representing River Ridge Little Baseball Association  
Supported preferences for youth athletics.

Committee members expressed concern about an applicant's ability to demonstrate how the facility will be protected from uses not originally designated.

On page 5 of Manual #17 (*Youth Athletic Facilities Account: 1999 Policies and Project Selection*) Mr. Lukevich suggested additional language for paragraph [b] under "Ownership":

"Further, an applicant must demonstrate how it will protect the specified use or uses from being exhausted by use or uses not originally specified in the grant proposal."

The same language would carry over into evaluation criteria.

In response to a concern about "Ownership" (see p. 5, last paragraph) Eric Johnson explained that during the application phase, an applicant will certify that an agreement with the property owner is in place and contains certain elements which are fundamental to IAC (i.e., non-discriminatory public access, adequate control and tenure for a 20 year period).

Cleve Pinnix expressed concern that a 20 year control and tenure (p. 9) was excessive. He asked if the Council had given any thought to a sliding scale (i.e., larger grants would require longer control and tenure).

Mr. Lukevich explained that the Council had addressed this issue and decided that dollars spent for maintenance had the same value as dollars spent for acquisition or development and the requirement for control should be the same.

**Pinnix moved an amendment to the resolution:**

"For maintenance grants, as they are defined on page 9 of the manual, the control and tenure requirement would be a 10 year minimum instead of 20."

**Seconded by Elyse Kane. FAILING TO RECEIVE A MAJORITY, THE MOTION TO AMEND FAILED.**

**Stan Biles moved an amendment to the resolution:**

On page 5, the first indented paragraph under [b].

"Further, an applicant must demonstrate how it will protect the specified use or uses from being exhausted by uses not originally specified in the grant proposal." Similar language would be added to all corresponding paragraphs in the document.

Bob Parlette **seconded** the motion to amend. **MOTION TO AMEND CARRIED.**

Chair Mason reminded members that Resolution 99-02 would adopt both the manual and the grant schedule and asked for any changes to the schedule.

Stan Biles **moved** an amendment to the schedule:

For November, 1999, "IAC Meeting to approve COAFAC recommendations for new and approved facility grants..." substitute "consider" for "approve".

**Seconded and Carried.**

Stan Biles **moved** approval of the Youth Athletic Facilities Grant Program and Guidelines and 1999 schedule **as amended**. Christine Wakefield Nichols **seconded**. **MOTION CARRIED.** (Resolution 99-02, as amended)

Chair Mason reconvened the meeting after a lunch break.

#### **THURSTON COUNTY ORV PARK**

Director Johnson introduced Thurston County Commissioner Diane Oberquell who addressed the issue of funding for the Thurston County ORV Park (see meeting materials for printed remarks). Commissioner Oberquell urged Members to provide a consistent annual base allocation to the Thurston County ORV Park and ORV intensive use facilities for continued operations.

Stan Biles asked if it would be possible for Thurston County to partner with adjoining counties to provide funding for the park. Commissioner Oberquell responded that most counties, including Thurston, have few, if any, discretionary funds for parks. Michael Welter, Director of Thurston County Parks and Recreation, responded to Committee questions regarding funding levels and stressed the need for a guaranteed funding base from which the County could build an appropriate service level. Users have also been looking at ways to reduce the costs of activities and events to ease the County's financial burden.

Chair Mason thanked Commissioner Oberquell and Mr. Welter and asked staff to provide information regarding the issues, options and a possible timeline for decisions if IAC policy is going to be changed.

#### **ITEM 4. WALLA WALLA CONVERSION REQUEST**

Marguerite Austin directed Members to materials following Tab #4 (see notebook). The City of Walla Walla is requesting IAC approval to convert its 17.4 acre athletic complex

in Veterans Memorial Park. Whitman College, a private institution, has approached the city regarding the possibility of acquiring the athletic complex for use as a collegiate recreation area. The College is landlocked in the middle of the city and the proximity of the athletic complex, a few blocks from campus, makes it extremely desirable for college use. In 1995 the city purchased 30 acres of surplus property from the Washington State Department of Transportation for a new community park. Walla Walla is proposing to use the proceeds from the sale of the existing complex to develop this new park with equivalent athletic facilities.

Ms. Austin reviewed three options and recommended Option #3 which approves the conversion and the replacement facilities as proposed. This option will allow the City of Walla Walla the option of using the existing asset and replacement value difference (\$1 million) as possible matching funds for a future IAC grant. This approach meets the minimum IAC development conversion requirements and allows the city to use excess funds to leverage more dollars to meet the recreational needs of community residents.

Bob Parlette **moved** approval of the City of Walla Walla, Veterans Memorial Park Conversion request. Elyse Kane **seconded**. **MOTION CARRIED** (Resolution #99-03).

## RECOGNITION RESOLUTION

Cleve Pinnix read resolution #99-08, recognizing the services of retiring State Parks employee Paul George and **moved** Committee approval. Elyse Kane **seconded**. Mr. George thanked the Committee and staff. **MOTION CARRIED** (Resolution #99-08)

## ITEM 5. 1999 LEGISLATION UPDATE

Jim Fox distributed a legislative update and highlighted issues which affect IAC (see meeting materials).

- SB 6050 would change the way we study how much fuel tax is attributable to marine use and could affect the amount of fuel tax revenues for the Boating Facilities Program (BFP).
- SB 5556 and HB 1934 address the amount of marine fuel tax transferred to IAC. These bills would remove the \$.18 "cap" on IAC's share for the BFP and the NOVA program.
- HB1701 and SB5703 would amend BFP statutes to allow grants for periodic dredging.
- HB1344 more clearly defines "negligent operation" of personal watercraft.
- Three bills address the issue of liability on public trails and public roads.
- NOVA funds could not be used for facilities in "governmentally inventoried roadless areas" under HB1986 and SB5858.
- SB 5941 would require IAC and DOL to conduct a study to determine what percentage of fuel used on nonhighway road and offroad is coming from motorized users vs. non-motorized users.
- Several bills would affect the Youth Athletic Facilities Account.
- Governor Locke's' capital budget appropriates \$50 million for WWRP.

- SB5179 would recodify all of the RCWs that address parks and recreation into a new title, Title 79A.
- Three bills addressed the concealed pistol license issued by the state and could decrease or temporarily increase revenue to IAC's Firearms and Archery Range program.

Stan Biles explained provisions of DNR-request bill, SB6028, which would authorize \$1 billion in bonds for acquisition of salmon habitat and land for low intensity recreational use in urbanizing areas. The funds would be administered by IAC in a manner similar to WWRP. He distributed copies of the legislation and an accompanying press release.

## RECOGNITION RESOLUTIONS

Bob Parlette **moved** approval of service recognition resolutions for Tom Kincaid and "Pete" Peterson. Cleve Pinnix **seconded**. **MOTION CARRIED**. (Resolutions #99-06 and 99-07)

## ITEM 6. NATIONAL RECREATIONAL TRAILS PROGRAM (NRTP) GUIDELINES

Greg Lovelady directed Members to materials following Tab #6 (see notebook). IAC staff, in close collaboration with its 15-member National Recreational Trails Program (NRTP) Advisory Committee, has completed work on Manual #16 establishing policies which are now ready for IAC board adoption. IAC anticipates approximately \$1.1 million of federal funds for immediate distribution to qualifying trail projects. Mr. Lovelady also provided anticipated levels of funding for the next six years as requested by the Committee at the November meeting.

Six significant policy recommendations were discussed and resolved during Advisory Committee deliberations:

- Program Goal
- Method of project evaluation
- Fund Assistance limits
- How to meet the 30 percent motorized assured access requirement
- Education projects
- Nonprofit organizations

Members were directed to page 6 of the manual (see yellow insert) regarding "Bid Competition for Purchased Services". Staff is requesting latitude to work out the specific language. Several federal policies must be followed and staff hasn't yet decided how to communicate these complex policies to clients.

Comments read into the record from Ruth Ittner suggested that the National Recreational Trails Program evaluation instrument reflect cultural history values. This would promote tourism and support the Memorandum of Agreement for cultural tourism signed by six state agencies in 1998.

Stan Biles expressed concern that a definition of "backcountry experience" - the expressed goal of the program - was missing. Mr. Lovelady responded that the Advisory Committee addressed this concept and decided to proceed through this year of funding before developing a specific definition.

Director Johnson reported that a definition for "backcountry experience" can be found in the NHR program (see NOVA Manual #12). NHR speaks to a "predominantly natural experience." This text does not tie "backcountry experience" to only federal lands or DNR lands above 3000 feet and the setting need not be pristine or untouched to rate a high score. Scoring ranges are 0 points for human activity dominating the setting to little if any human activity other than the minimum necessary for the recreation itself, i.e., the trail.

There being no public testimony, Chair Mason called for Committee discussion.

Stan Biles: (Referring to IAC's NOVA - Nonhighway Manual #12, page 15, paragraph (3))

Suggested using the language following paragraph 3 as a general description of intent as well as the mechanism for assigning scores to achieve that intent. Moved approval of this language as an amendment for further clarification and definition and scoring of "backcountry experience." Christine Wakefield Nichols seconded.

Cleve Pinnix:

Asked for clarification of the amendment. "Do we actually want to have a scoring piece added to the manual or are we simply seeking definition of "backcountry"? This is set up to look like the scoring method."

Mr. Pinnix suggested using other wording in the NOVA Manual which states, "it is important to consider the evidence presented" and "does not need to be pristine." Inserted on page 1 of the draft NRTP Manual, this could become a program goal. He wanted to ensure that a trail through a managed forest could still be considered "backcountry" even though human impacts were evident.

Suggested language would state, "A setting does not need to be pristine or untouched to qualify as backcountry" then use the rest of the paragraph. Mr. Biles concurred with the changes.

Chair Mason clarified the motion on the floor which would insert on page 1 of the NRTP overview (Manual 16), the three paragraphs with wording revised as appropriate, from the NOVA manual (p. 15) and would not include any scoring criteria. She directed staff to make the necessary modifications and asked for further discussion of that motion.

**MOTION TO AMEND CARRIED.**

Mr. Lovelady reminded Members that language on page 6 regarding "bid competition" will be inserted by staff.

Mary Ann Huntington **moved** adoption of the amended resolution for the National Recreational Trails Program: Policies and Project Selection: Manual 16. Christine Wakefield Nichols **seconded**. **MOTION CARRIED, AS AMENDED.** (RESOLUTION #99-04, AS AMENDED)

#### **ITEM 7. DONATED MATCHES FOR GOODS AND SERVICES**

Scott Chapman directed Members to materials following Tab #7 (see notebook). In considering a revised policy for valuing labor and equipment, the goal was to create a policy that:

1. treats sponsors equitably;
2. reflects a reasonable value for the donation;
3. makes it easier for applicants to develop project cost estimates;
4. makes it simpler for sponsors completing the billing documentation; and
5. reduces staff time reviewing applications and approving reimbursement requests.

Mr. Chapman reviewed a definition of "donated labor" and "donated equipment", discussed staff, client and advisory recommendations for changes to the current policies. and requested Committee approval of the new policies as presented.

(Note: the items under "donated equipment" should be renumbered 1-12)

Mary Ann Huntington **moved** adoption of revisions to the valuation of donated labor and equipment. Christine Wakefield Nichols **seconded**. During Committee discussion, Mr. Pinnix urged approval of wording changes to Donated Equipment Items #8 and #9:

"Use of equipment with a replacement value of \$200 may not be valued for equipment donation purposes"; and

"Use of personal vehicles shall always be valued at a "per mile" cost not to exceed the \$.30 a mile. IAC staff will periodically review and adjust the mileage rate."

Ms. Huntington and Ms. Wakefield concurred. **MOTION CARRIED, AS AMENDED.** (Resolution #99-05, as amended)

#### **PUBLIC LANDS INVENTORY PROJECT (Item #2-e on original agenda)**

Karl Herzog referred Members to materials behind Tab 2-e (see notebook). He provided a project update and announced that Members would be asked to review the final report draft at the July IAC meeting. Staff intends to have the final report finalized for presentation to the 2000 legislature.

## **ITEM 8. DEVELOPED OUTDOOR RECREATION SITE ACCESS (REG NEG)**

Rory Calhoun, IAC's Recreation Accessibility Specialist, directed Members to materials following Tab #8 (see notebook and additional hand-outs). He reminded the Committee that he has been serving on a sub-committee for the Federal Architectural and Transportation Barriers Compliance Board (Access Board) since the spring of 1997. The Committee (known as Reg-Neg) is comprised of 25 individuals representing business, public, and non-profit organizations associated with individuals with disabilities. The Reg-Neg has met seven times to negotiate and develop the minimum accessibility standards for picnic and camping areas, trails, and beach and water access. The work of the Committee will be completed in July, 1999 and a final report should be available to the public shortly thereafter.

Mr. Calhoun provided further details regarding standards being proposed for outdoor recreation sites and used slides to reinforce his oral and written remarks.

## **ITEM 9. STRATEGIC PLANNING PROCESS UPDATE**

Marguerite Austin announced that staff continues to move forward in the development of the agency's strategic plan. The primary efforts have been creating and refining objectives which support goals. Staff suggests a work session during the July IAC meeting to give the Members the opportunity to review proposed goals and objectives, help refine the final goals which directly speak to Committee actions, and, hopefully, finalize the proposed plan.

Chair Mason thanked Committee and staff for a productive and smoothly run meeting.

## **REPORTS FROM PARTNER AGENCIES**

Cleve Pinnix distributed the economic report which had been mentioned earlier in the meeting and a State Parks brochure "Pocket Facts" which provides statistics about Parks funding, income, etc. He announced that Eliot Scull (former IAC Chair) and Cec Vogt (Executive Director of the Yakima Greenway) have been appointed to the State Parks and Recreation Commission. Mr. Pinnix also commended IAC staff on their efforts with FERC negotiations.

Stan Biles announced that Craig Calhoun would be handling Natural Area and NRCA acquisitions until a permanent replacement for Kammie Bunes can be hired. In addition, at the request of the Nature Conservancy, he gave remarks at the dedication of the Old Mill site in Silverdale.

## **OTHER BUSINESS**

Director Johnson distributed information about Americans for Our Heritage and Recreation and recognized the regional grassroots coordinator, Joe LaTourette.

There being no further business, the meeting was adjourned at 4:50 p.m.

**IAC APPROVAL CERTIFIED BY**

*Donna M Mason*

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Donna M. Mason, Chair

*7/16/99*

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Date

Next Meeting:      July 15-16, 1999  
                              Spokane Center  
                              Spokane, Washington

**RESOLUTION 99-01**  
**SERVICE RECOGNITION - Judy King**

**WHEREAS**, Judy King has served the State of Washington since January, 1974; and

**WHEREAS**, Judy King has served as an Accountant for the Interagency Committee for Outdoor Recreation since February, 1984; and

**WHEREAS**, Judy King has been responsible for all payroll, travel reimbursements and payments to vendors since that time; and

**WHEREAS**, Judy King has served as IAC's combined fund drive coordinator since its inception in 1985, and

**WHEREAS**, Judy King has retired from state service on January 31, 1999; and

**WHEREAS**, Interagency Committee Members seek to recognize Judy's support and services rendered to the Committee and staff during the past fifteen years,

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

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

Moved: BOB PARLETTE                      Seconded: MARY ANN HUNTINGTON

Adopted on February 26, 1999

## Resolution 99-02

### Youth Athletic Facilities Grant Program

WHEREAS, the voters of the State of Washington approved Referendum 48 in June, 1997, and

WHEREAS, the Referendum creates the Youth Athletic Facilities (YAF) Account and charges the Interagency Committee for Outdoor Recreation (IAC) with management of the Account, and

WHEREAS, the Washington State Legislature created the Community Outdoor Athletic Facilities Advisory Council to provide information to and make recommendations to the IAC on the award of funds from the YAF Account, and

WHEREAS, the Council has worked with care and diligence to develop its recommendations to IAC concerning the YAF Account, and

WHEREAS, the Council and IAC have encouraged public involvement, including consultation with the public in meetings and other forums, Council deliberation in open meetings, and public review of draft program policies and procedures,

NOW, THEREFORE, BE IT RESOLVED that the Interagency Committee for Outdoor Recreation approves and adopts the manual *Youth Athletic Facilities Account: 1999 Policies and Project Selection*, the *Application Form for the Youth Athletic Facilities Account*, and the proposed 1999 grant schedule, and instructs staff to implement the program accordingly.

*Stan Biles moved the following amendment:*

*On page 5, the first indented paragraph under [b].  
"Further, an applicant must demonstrate how it will protect the specified use or uses from being exhausted by uses not originally specified in the grant proposal." Similar language would be added to all corresponding paragraphs in the document. Bob Parlette seconded. Motion to amend carried.*

*Stan Biles moved the following amendment to the schedule:*

*For November, 1999, "IAC Meeting to approve COAFAC recommendations for new and improved facility grants..." substitute "consider" for "approve". Seconded and carried.*

Resolution, as amended, moved by: Stan Biles

Resolution, as amended, seconded by: Christine Wakefield Nichols

Adopted, as amended.

February 26, 1999

**RESOLUTION #99 - 03**  
**City of Walla Walla, Veterans Memorial Park, IAC #75-009D**  
**Conversion Request for the Athletic Complex**

WHEREAS, the City of Walla Walla with IAC funding assistance developed 17.4 acres as an athletic complex under IAC Project 75-009D, Veterans Memorial Park; and

WHEREAS, the City of Walla Walla has requested IAC approval to convert this complex to non-public recreation use by selling these facilities to Whitman College, and

WHEREAS, the City of Walla Walla proposes to replace the facilities with development at the new Mill Creek Sports Complex, which meets the eligibility criteria identified in IAC Manual #7, *Procedures for Funded Projects*, and

WHEREAS, the City of Walla Walla has adequately established the value of the converted and the proposed replacement facilities, and has provided IAC with a master plan of the said replacement, and

WHEREAS, the City of Walla Walla has identified the value difference between the current asset and the cost of developing replacement facilities, and

WHEREAS, in a proposed purchase agreement, Whitman College has committed to purchasing the existing athletic complex for the City's cost of developing replacement facilities, and

WHEREAS, the City of Walla Walla commits to using the total selling price of Veterans Memorial Athletic Complex to develop the Mill Creek Sports Complex,

NOW, THEREFORE, BE IT RESOLVED, by the IAC, that the conversion request as proposed by the City of Walla Walla, on January 18, 1999, for the athletic complex in Veterans Memorial Park is approved as described and conditioned under Option #3, and

BE IT FURTHER RESOLVED, that the Director is hereby authorized to execute the necessary amendments associated with this conversion.

Resolution moved by: BOB PARLETTE

Resolution seconded by: MARY ANN HUNTINGTON

Adopted / Defeated

February 26, 1999

**RESOLUTION #99-08**  
**SERVICE RECOGNITION - Paul George**

**WHEREAS**, for the past 26 years Paul George has served the citizens of the State of Washington through a variety of professional positions with Washington State Parks and Recreation Commission; and

**WHEREAS**, Paul George has provided technical assistance and advice to the staff and members of the Interagency Committee for Outdoor Recreation throughout his State Parks tenure; and

**WHEREAS**, Paul George has represented the Washington State Parks and Recreation Commission on the Boating Facilities Program Advisory Committee since 1995; and

**WHEREAS**, Paul George has been instrumental in the review, analysis, evaluation, and implementation of many Boating Facility Program projects; and

**WHEREAS**, Paul George is retiring from state service thus vacating his position on the Boating Facility Program Advisory Committee; and

**WHEREAS**, Paul George contributed his expertise and interest in outdoor recreation and conservation in the State of Washington; and

**WHEREAS**, Interagency Committee Members seek to recognize Paul's support and service to the Committee and staff as a member of the Boating Facility Program Advisory Committee;

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

**BE IT FURTHER RESOLVED**, that a copy of this resolution be sent along with a letter of appreciation to Paul George.

Moved: CLEVE PINNIX

Seconded: ELYSE KANE

Adopted on February 26, 1999

**RESOLUTION #99-06**  
**SERVICE RECOGNITION - Tom Kincaid**

**WHEREAS**, Tom Kincaid has provided technical assistance and advice to the staff and members of the Interagency Committee for Outdoor Recreation; and

**WHEREAS**, Tom Kincaid has served as a citizen representative on Boating Facilities Program Advisory Committee since 1995; and

**WHEREAS**, Tom Kincaid has been instrumental in the review, analysis, evaluation, and implementation of many Boating Facility Program projects; and

**WHEREAS**, Tom Kincaid has resigned his position on the Boating Facility Program Advisory Committee; and

**WHEREAS**, Tom Kincaid contributed his expertise and interest in outdoor recreation and conservation in the State of Washington; and

**WHEREAS**, Interagency Committee Members seek to recognize his support and services rendered to the Committee and staff during his tenure on the Boating Facility Program Advisory Committee;

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Tom Kincaid'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 along with a letter of appreciation to Tom Kincaid.

Moved: BOB PARLETTE

Seconded: CLEVE PINNIX

Adopted on February 26, 1999

**RESOLUTION #99-07**  
**SERVICE RECOGNITION - Pete Peterson**

**WHEREAS**, Pete Peterson has provided technical assistance and advice to the staff and members of the Interagency Committee for Outdoor Recreation; and

**WHEREAS**, Pete Peterson has served as the "Local Government Representative" on the Nonhighway and Off-road Vehicle Activities (NOVA) Program Advisory Committee since 1990; and

**WHEREAS**, Pete Peterson has been instrumental in the successful implementation of many NOVA Education and Enforcement projects; and

**WHEREAS**, Pete Peterson's duties with Chelan County Sheriff's office have caused him to resign his position on the NOVA Advisory Committee; and

**WHEREAS**, Pete Peterson contributed his expertise and interest in outdoor recreation and conservation in the State of Washington; and

**WHEREAS**, Interagency Committee Members seek to recognize his support and services rendered to the Committee and staff during his tenure on the NOVA Program Advisory Committee;

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Pete Peterson'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 the Chelan County Sheriff and Chelan County Board of Commissioners, with a letter of appreciation to Pete Peterson.

Moved:           BOB PARLETTE          

Seconded:           CLEVE PINNIX          

Adopted on February 26, 1999

## **RESOLUTION 99-05**

### **Valuation of Donated Labor and Equipment**

**WHEREAS**, IAC has policies which are used to determine the value of donated labor and equipment; and

**WHEREAS**, IAC staff has:

- Identified many issues and concerns regarding the current IAC policy;
- Researched how other organization value donations of labor and equipment;
- Proposed several options for improving IAC's current policies;
- Sought comments regarding those proposed options from over 150 current sponsors and advisory committee members;
- Reviewed the proposals with staff from the state auditors office; and

**NOW, THEREFORE BE IT RESOLVED**, that the following policies shall be used to determine the value of donated labor and equipment when used as a sponsor match for IAC grants:

- Donated Labor**
- 1) Donated labor may be furnished by professional and technical personnel, consultants, and other skilled and unskilled workers. The labor must be an integral and necessary part of an approved project.
  - 2) Definitions:
    - a) Donated Labor—The services provided by a person who works for no financial reimbursement for their time.
    - b) Professional Skilled—A person who has obtained a professional or technical certification, completed advanced training, has made a living performing those activities, or has such extensive work experience in the activity that the sponsor can reasonable justify (and document) valuing the individual's time at a higher value.
  - 3) Sponsors can value unskilled labor at no more than the statewide mean wage for "laborer, landscaping, and grounds-keeping" as determined by the Employment Security Department (ESD). In January of each year, IAC staff will identify the maximum unskilled labor rate. (current rate would be \$10.79)
  - 4) Volunteers who are professionally skilled in the work they are doing can be valued at the hourly rate (total mean wage) for that profession as determined by the ESD for the region where the work is being performed
  - 5) ESD wage information can be obtained by calling 1-800-215-1617 or is available on ESD's Web Page. (<http://www.wa.gov/esd/lmea/labmrkt/byarea.htm>).
  - 6) In the cases where the ESD does not have a job classification that is similar to the work being accomplished, the applicant/sponsor should seek IAC staff approval of an additional job classification. A request to IAC should include the job description, recommended volunteer wage, and information that supports the recommended wage.
  - 7) Volunteer donation time starts once the volunteer has arrived at the project site and begins work. In cases where the project is located outside the volunteer's community, the start time will begin once the volunteer leaves their home or the agency/organization work station, whichever is closer to the work site.

- 8) A volunteer's travel time is not considered a donation if they are reimbursed for their mileage/transportation costs.
- 9) When an employer other than the project sponsor furnishes the labor of an employee, these services are valued at the employee's regular rate of pay (excluding fringe benefits and overhead costs). These services must be in the same skill area for which the employee is normally paid.

**Donated  
Equipment**

- 1) Any equipment donated must be an integral and necessary part of an approved project.
- 2) Donated equipment—The use of equipment for no financial reimbursement for its use.
- 3) Valuation must be determined by the actual cost of operating the equipment within the project area, but may not exceed the hourly rental value. Valuation must be determined by:
  - a) Rates in publications that provide the national or regional average rates for construction equipment, or
  - b) Rates established by nearby federal, state, or local agencies that own the same equipment.
- 4) Records of equipment contributions must include schedules showing the hours and dates of use.
- 5) Under no circumstances will IAC allow equipment donations that exceed the ~~current market~~ replacement value of the equipment.
- 6) In the cases where the value of specific equipment cannot be determined by the above methods, the applicant/sponsor should seek IAC staff approval of an additional equipment classification. The request to IAC should include the equipment description, recommended hourly/daily/weekly rate, and information that supports the recommended rate.
- 7) Equipment shall always be valued at the most economical rate –hourly, daily, weekly, etc.
- 8) Equipment with a ~~current market~~ replacement value of less than \$200 may not be valued for equipment donation purposes.
- 9) Use of personal vehicles shall always be valued at a "per mile" cost not to exceed ~~the~~ \$.30 a mile. IAC staff will periodically review and adjust the mileage rate.
- 10) Stock shall be valued at no more than \$45/day/per animal.
- 11) Equipment operator services must be valued separately and listed as Donated Labor.
- 12) Equipment use will not be considered donated if the equipment donor is reimbursed for routine maintenance costs such as oil changes, tune ups, and lubrication.

Resolution as amended moved by: MARY ANN HUNTINGTON

Resolution as amended seconded by: CHRISTINE WAKEFIELD NICHOLS

Resolution adopted, as amended.

February 26, 1999

RESOLUTION #99-04

February 26, 1999

**NATIONAL RECREATIONAL TRAILS PROGRAM:  
POLICIES AND PROJECT SELECTION; MANUAL 16**

**WHEREAS**, the Interagency Committee for Outdoor Recreation's (IAC) draft Manual #16, *National Recreational Trails Program: Policies and Project Selection*, contains guidance for administering funds made available under the federal Recreational Trails Program, a part of the Transportation Equity Act for the 21<sup>st</sup> Century; and

**WHEREAS**, the policies in this manual have been considered and updated in a thorough public review process in which all comments were encouraged; and

**WHEREAS**, this manual was further considered in an advertised public meeting;

**NOW, THEREFORE BE IT RESOLVED**, that IAC hereby adopts the January 29, 1999 draft version of this manual to take effect immediately.

*Stan Biles moved the following amendment:*

*On page 1 of the NRTP overview (Manual 16) insert the three paragraphs with wording revised as appropriate, from the NOVA Manual (p. 15) but not include any scoring criteria. Christine Wakefield Nichols seconded.*

Resolution, as amended, moved by: Mary Ann Huntington

Resolution, as amended, seconded by: Christine Wakefield Nichols

Resolution #99-04 adopted, as amended.

February 26, 1999