Recreation and Conservation Funding Board Summarized Meeting Agenda and Actions, September 2013

Agenda Items without Formal Action

Item	Board Request for Follow-up
Item 2. Director's Report	Staff sent a reminder about 2014 dates to board members following the meeting. Staff will report back about the transportation mitigation study as it progresses.
Item 3. Agency Performance Highlights: 2011-13 Biennium	Staff sent the Results Washington materials to board members following the meeting.
Item 4. Update on Guidance Related to Stormwater Management and Related Facilities on Board-Funded Sites	No follow up action requested
Item 5. Review of the Nonhighway and Off-Road Vehicle Activities Plan	Staff will incorporate the board suggestions into a draft plan that will be released for public comment in September. The draft plan will be presented in November 2013 following public comment.
Item 6. Review of the Trails Plan	Staff will incorporate the board suggestions into a draft plan that will be released for public comment in September. The draft plan will be presented in November 2013 following public comment.
Item 7. Review Draft Changes to the Land and Water Conservation Fund Criteria	Criteria will be presented for adoption in November 2013 following public comment.
Item 9. Overview of Board Tour	No follow up action requested

Agenda Items with Formal Action

Item	Formal Action	Board Request for Follow-up
Item 1: Consent Calendar	Approved A. Board Meeting Minutes – June 25, 2013 B. Time Extension • Malaga Colockum Community Council, Malaga Community Park, Project #07-1974AD C. 2014 Meeting Schedule	No follow up action requested
Item 8. Assessment of Evaluation Process for WWRP Habitat Conservation Account Categories	Approve the following beginning with the 2014 grant cycle: • Revert to the use of volunteer reviews for the Critical Habitat and Urban Wildlife Habitat categories, and the Riparian Protection Account, and • Revert to in-person evaluations for WWRP Urban Wildlife Habitat category.	No follow up action requested
Recognition of Dave Brittell's Service to the Board	Approved a resolution recognizing the service of Dave Brittell.	The resolution was sent to Dave Brittell with letter of appreciation following the meeting.

Recreation and Conservation Funding Board Summary Minutes

Date: September 11, 2013 Place: Wenatchee, WA

Recreation and Conservation Funding Board members present:

Bill Chapman	Mercer Island	**Ted Willhite**	Twisp
Betsy Bloomfield	Yakima	**Jed Herman**	Designee, Department of Natural Resources
Pete Mayer	Snohomish	**Don Hoch**	Director, State Parks
Harriet Spanel	Bellingham	**Dave Brittell**	Designee, Department of Fish and Wildlife

Member Mayer arrived at 1 p.m.

It is intended that this summary be used with the meeting materials provided in advance of the meeting. A recording is retained by RCO as the formal record of meeting.

Call to Order

Chair Chapman called the meeting to order at 12:05 p.m. Staff called roll, and a quorum was determined.

Consent Calendar

The Recreation and Conservation Funding Board (board) reviewed Resolution #2013-19, Consent Calendar.

Resolution 2013-19 moved by: Don Hoch and seconded by: Harriet Spanel
Resolution APPROVED

General Public Comment

Judy Terry, Malaga Community Council, welcomed the board and thanked the board for their work.

Tom Bugert, Washington Wildlife and Recreation Coalition (Coalition), thanked the board and congratulated the board on a successful legislative session. He said that a county commissioner recently stated that he was thankful for the WWRP program because a technology company moved to his county because of the quality of life; WWRP was a part of making it possible.

Item 2: Management Report

Director's Report: Director Cottingham reported that she had submitted her self-assessment to the board chair. She introduced Leslie Connelly as the new policy specialist and Sarah Gage as the new management analyst. She then discussed the effect of those changes on other Recreation and Conservation Office (RCO) staffing decisions. Cottingham updated the board on the capital projects in other agency budgets that RCO may support or help manage. She reported that staff has participated in the Washington Wildlife and Recreation Coalition's roundtable discussions about the Washington Wildlife and Recreation Program (WWRP). Many of the suggestions have been administrative, so they have asked that the Coalition share the suggestions with the board for decision making. She reported that she and

Don Hoch both have been active with Results Washington. She reminded the board to put the newly-approved dates for 2014 on their calendars.

Policy Update: Nona Snell, policy director, reported on the legislative assignment to update the Lands Inventory, reviewing the requirements outlined in the statute. She discussed how the RCO will work with other agencies to fulfill the assignment. Snell also noted that the Joint Legislative Audit Review Committee (JLARC) was assigned a similar, three-part study, and discussed the aspects of that study. Member Willhite suggested that the JLARC study use the metrics from the trails plan.

Snell also discussed the assignment to identify transportation mitigation projects that minimize permit delays and optimize salmon habitat restoration. Director Cottingham agreed to update the board on the study to demonstrate what is accomplished. Snell concluded with updates on the remaining policy work highlighted in the staff materials.

Grant Management Report: Marguerite Austin provided an update on the agreements issued following board action to award funds in June 2013. Staff is working on closing projects and focusing on compliance issues. Director Cottingham provided an update on the 520 bridge conversion; the National Park Service has recently rejected both appraisals on the basis that neither meets federal standards and the reviewer does not agree with how market values were determined.

Item 3. Agency Performance Highlights: 2011-13 Biennium

Director Cottingham started the presentation by providing an overview of Governor Inslee's Results Washington approach. She explained that the RCO would be involved in the metrics associated with Goals 3 and 5. She noted that the Governor may add strategic initiatives for recreation and salmon. Director Cottingham noted that Puget Sound restoration was a separate initiative under Governor Gregoire; it is now part of a big picture, but the Governor is getting feedback from environmental groups that it needs to stand alone. Director Cottingham committed to distributing the materials from the Governor to the board.

Scott Robinson then presented the draft revisions to the RCO's strategic plan framework, and explained the next steps in adopting the changes. Rebecca Connolly concluded the presentation by highlighting information from the biennial performance measures. She reported that the final figures for the reappropriation were better than initially indicated in the board materials, with a final agency reappropriation of about 45 percent.

State Agency Partner Reports

State Parks: Member Hoch shared information about two new partnership programs: one with Subway and another with the Seattle Seahawks. He briefed the board on the funding received in the 2013-15 biennium, noting that they received an increase in the capital budget compared to 2011-13. This is due to interest in having State Parks focus on revenue-generating facilities and clean up existing facilities. They also are bringing back Lions Ferry Park. The next Commission meeting will be September 25, and they will be talking about budget provisos. He also reviewed their actual and projected revenue.

Department of Natural Resources: Member Herman reported on the effort to create a community forest trust in the Teanaway. He also discussed staffing changes at DNR, and efforts to implement grants in a more timely manner.

Department of Fish and Wildlife (WDFW): Member Brittell noted that WDFW was partnering on the Teanaway project, the public lands inventory, and the effort to gather more public input on the Okanogan-Similkameen project. They will be implementing some provisos. He then announced that this would be his last board meeting because he would be retiring after 39 years of state service.

Recognition of Dave Brittell's Service to the Board

Chair Chapman asked the board to recognize Brittell's service to the board and read service resolution 2013-21. All members, except Member Brittell, signed the resolution.

Board Business: Briefings & Discussion

Item 4. Update on Guidance Related to Stormwater Management and Related Facilities on Board-Funded Sites

Leslie Connelly reviewed the background of the stormwater issue, reminding the board of the direction they provided to staff in April 2013. She then reviewed the draft guidance for sponsors that staff developed, which was provided in the advance materials, as well as the allowable uses policy. She explained that staff wanted to establish guidelines that could be applied broadly, rather than specific guidelines that would be only for stormwater. Connelly also reviewed the new stormwater manual published by the Department of Ecology. She showed how the allowable uses criteria had been changed to reflect the board direction. She then asked for board response to the staff proposal.

Member Mayer asked if the guidelines applied to both above and below ground structures. Connelly responded that the guidelines were generic enough to address all types of facilities because there are many methods, and they are continually evolving. Member Mayer also asked if the guidelines also addressed the expansion of existing facilities. Connelly responded that they do. Chapman asked if major impacts are allowed. Connelly responded that they would not be allowed. Member Bloomfield asked how the decision is made when there is gray area about whether the impact is major or minor. Connelly explained the process, and how it involves the director and ultimately, the board.

Item 5. Review of the Nonhighway and Off-Road Vehicle Activities Plan

Sarah Gage reviewed the information as provided in the staff memo and asked for board direction on the nine draft recommendations outlined in the materials. Michael Fraidenburg, the Cooperation Company, was available by phone to answer questions.

Member Mayer asked how many ORV permits are issued annually. Marguerite Austin provided the figures as of June 2013. Director Cottingham noted that there is a new statute that affects revenues because ORVs can be used on roads. She does not expect it will affect the plan. Member Willhite suggested that more attention needs to be paid to the statute and how the user groups will take ownership of it.

Chair Chapman asked that recommendations #5 (Encourage designs that minimize future maintenance) and #8 (Encourage trail reconstruction that corrects environmental problems) be linked to the board's sustainability policy.

Member Bloomfield asked that the recommendations specify definitive actions and provide more linkage between the State Comprehensive Outdoor Recreation Plan (SCORP), Trails plan, and NOVA plan. Chair Chapman concurred, but said that perhaps rather than changing the language, the board may need to think about what it wants to do. Director Cottingham reminded the board that the plan has a broad reach; their suggestions are good for next steps for the board.

Item 6. Review of the Trails Plan

Sarah Gage reviewed the information as provided in the staff memo, provided additional detail about the findings, and asked for board direction on the draft recommendations outlined in the materials.

Board members questioned how the Trails plan would be used, and whether it was intended for use by stakeholders, RCO staff, the board, officials, or others. Director Cottingham responded that the recommendations need to be broad, but that the RCO and board should be able to identify specific actions and policy issues within them. She also cautioned that the board does not get funding to implement the broad recommendations. Member Mayer stated that he saw it as a state trails plan, and that the recommendations were not all the obligations of the board. Chair Chapman said that he didn't think that the plan was board or RCO specific, but it would not be useful unless the board gave itself the duties.

The board discussed the recommendations at length, focusing in particular on items 1 (*Develop a clearinghouse (Web page) that includes a trails inventory and information about regional trails*), 2 *(Improve data gathering among land managers to better understand trail use, users, and modes*), and 4 (*Support the development of a Trails Leadership Council*). Members concluded that the recommendations should more explicitly state what the board can accomplish, drawing on staff expertise, and offered specific suggestions to staff. Chair Chapman suggested that there should be a subset of recommendations for the board.

Item 7. Review Draft Changes to the Land and Water Conservation Fund Criteria

Marguerite Austin reviewed the information as provided in the staff memo. She provided additional detail about the criteria to help the board understand the staff proposal, and reviewed next steps. She concluded by asking for board response or suggestions on the proposed changes outlined in the materials. The board had no suggestions.

Board Business: Decisions

Item 8. Assessment of Evaluation Process for WWRP Habitat Conservation Account Categories

Marguerite Austin reviewed the information as provided in the staff memo. She explained that staff was asking the board to revert to the approaches used in the Washington Wildlife and Recreation Program Habitat Conservation Account and Riparian Protection Account before the 2012 grant cycle. She also noted that staff would create standing advisory committees to do the reviews and evaluations.

Member Brittell asked for clarification of the committees, and if there would be technical review. Marguerite responded that there would be optional technical review via GoTo meeting so that applicants

could still benefit from it. She then clarified that the State Lands Restoration does not have a committee, and it likely would share a committee with the Riparian Protection Account.

No members objected to the proposal. Chair Chapman stated that he prefers the in-person interaction. Member Bloomfield appreciates the rigor brought to the assessment.

Resolution 2013-20 moved by: Jed Herman and seconded by: Dave Brittell
Resolution APPROVED

Item 9. Overview of Project Tour Planned for Thursday, September 12

Myra Barker provided an overview of the tour, noting that it was open to the public. Driving directions to the sites were available at the meeting. Barker provided additional details about the funding and purpose of each site that the board members would visit.

Director Cottingham reminded the board that dinner would be at 5:45. It would be a social event at which no business would be conducted.

Meeting adjourned at 4:30 p.m.

Recreation and Conservation Funding Board Summary Minutes

Date: September 12, 2013 Place: Wenatchee, WA

Recreation and Conservation Funding Board members present:

Bill Chapman	Mercer Island	**Ted Willhite**	Twisp
Betsy Bloomfield	Yakima	**Jed Herman**	Designee, Department of Natural Resources
Pete Mayer	Snohomish	**Don Hoch**	Director, State Parks
Harriet Spanel	Bellingham	**Dave Brittell**	Designee, Department of Fish and Wildlife

It is intended that this summary be used with the meeting materials provided in advance of the meeting. A recording is retained by RCO as the formal record of meeting.

The board began the tour of projects at 9:00 a.m. and proceeded as indicated on the agenda. The tour concluded at 1:30 p.m.

Approved by:

Bill Chapman, Chair

November 25, 2013
Date

Recreation and Conservation Funding Board
Resolution #2013-19
September 2013 Consent Calendar

BE IT RESOLVED, that the following September 2013 Consent Calendar items are approved:

A. Approve Board Meeting Minutes – June 25, 2013

B. Approve Time Extension
   - Malaga Colockum Community Council, Malaga Community Park, Project #07-1974AD

C. Approve 2014 Meeting Schedule

Resolution moved by: Hoch

Resolution seconded by: Spanel

Adopted

Date: September 11, 2013

Recreation and Conservation Funding Board
Resolution #2013-20
Approving Changes to the Evaluation and Review Process in Washington Wildlife and Recreation Program Categories: Critical Habitat, Riparian Protection, State Lands Restoration and Urban Wildlife Habitat Categories

WHEREAS, the Recreation and Conservation Funding Board (board) project reviews and evaluations in the Washington Wildlife and Recreation Program (WWRP) Critical Habitat, State Lands Restoration and Enhancement, Urban Wildlife Habitat and Riparian Protection categories are performed effectively with a combined effort from volunteer evaluators and staff; and

WHEREAS, a system based on a combination of written and in-person processes is used in several board program categories including others in the WWRP Habitat Conservation Account; and

WHEREAS, applicants, evaluators, and Recreation and Conservation Office (RCO) staff assessed processes used in 2012, and

WHEREAS, modifying the process would continue to ensure that the board funds the best projects as determined by a fair evaluation process, while also promoting the board's goals to be accountable for and efficient with its resources; and

WHEREAS, using an in-person evaluation in other grant programs has shown that the process supports the board's goal to conduct its work in an open manner;

NOW, THEREFORE BE IT RESOLVED, that the board does hereby adopt the in-person evaluation process for the Washington Wildlife and Recreation Program (WWRP) Urban Wildlife Habitat category; and

BE IT FURTHER RESOLVED, that volunteers will conduct the in-person technical review meeting for applications to the Washington Wildlife and Recreation Program (WWRP) Habitat Conservation and Riparian Protection Accounts; and

BE IT FURTHER RESOLVED that the board directs RCO staff to implement these revisions beginning with the 2014 grant cycle.

Resolution moved by: Herman

Resolution seconded by: Brittell

Adopted

Date: September 11, 2013

WASHINGTON STATE
Recreation and Conservation Funding Board

A Resolution to Recognize the Service of

Dave Brittell

To the Residents of Washington State and the Recreation and Conservation Funding Board

WHEREAS, from October 2007 through September 2013, Dave Brittell served the residents of the state of Washington and the Washington State Department of Fish and Wildlife as the department's designee on the Recreation and Conservation Funding Board; and

WHEREAS, Mr. Brittell's service assisted the State of Washington in protecting some of its most important wildlife habitat and farmland, and in providing opportunities for a variety of recreational pursuits statewide; and

WHEREAS, Mr. Brittell always displayed gentlemanly qualities, dedication to his work and the needs of the people of Washington, an approachable style, and willingness to work with local communities on controversial issues; and

WHEREAS, Mr. Brittell provided the board with excellent advice and valuable insight that assisted in the development of exemplary policies and funding decisions to award grants to 1,100 projects, creating a state investment of nearly $360 million in Washington's great outdoors; and

WHEREAS, Mr. Brittell has announced his retirement from the Washington Department of Fish and Wildlife after 39 years of exemplary service, and thus will be leaving the board; and

NOW, THEREFORE BE IT RESOLVED, that on behalf of the residents of Washington and in recognition of Mr. Brittell's dedication and excellence in performing his responsibilities and duties as a member, the board and its staff extend their sincere appreciation and compliments on a job well done.

Approved by the Recreation and Conservation Funding Board
in Wenatchee, Washington
on September 11, 2013

Approved by signature of all members present.