

## Proposed Agenda October 11-12, 2017



Regular Meeting

Natural Resources Building, Room 172, 1111 Washington Street SE, Olympia, WA 98501

**Time:** Opening sessions will begin as shown; all other times are approximate.

**Order of Presentation:** In general, each agenda item will include a presentation, followed by board discussion and then public comment. The board makes decisions following the public comment portion of the agenda item.

**Public Comment:** To comment at the meeting, please fill out a comment card and provide it to staff. Please be sure to note on the card if you are speaking about a particular agenda topic. The chair will call you to the front at the appropriate time. Public comment will be limited to 3 minutes per person. You may also submit written comments to the board by mailing them to RCO, attn: Nikki Gaddis, Administrative Assistant at the address above or to [nikki.gaddis@rcowa.gov](mailto:nikki.gaddis@rcowa.gov).

**Meeting Accommodations:** Persons with disabilities needing an accommodation to participate in RCO public meetings are invited to contact us via the following options: 1) Leslie Frank by phone (360) 902-0220 or email [leslie.frank@rcowa.gov](mailto:leslie.frank@rcowa.gov); or 2) 711 relay service. Accommodation requests should be received by September 27, 2017 to ensure availability.

## WEDNESDAY, OCTOBER 11

### OPENING AND MANAGEMENT REPORTS

#### 9:00 a.m. Call to Order

*Chair Willhite*

- Roll Call and Determination of Quorum
- Review and Approval of Agenda
- Recognition - [Resolution 2017-30](#)
- Remarks by the Chair

#### 9:10 a.m. 1. Consent Calendar

*Chair Willhite*

- A. Approve September 14, 2017 Meeting Summary
  - B. Revision to the Acquisition Partnership Policy
  - C. Volunteer Recognition for Advisory Committees
  - D. Time Extension Requests
    - Town of Winthrop, Susie Stephens Trail Phase 2 (RCO # [12-1122](#))
- [Resolution 2017-31](#)

#### 9:15 a.m. 2. Director's Report

- Director's Report
  - Spokane River Redevelopment/Compliance Update
  - Kitsap Rifle and Revolver Club, Compliance Update

*Kaleen Cottingham*

*Kyle Guzlas*

*Scott Robinson*

- Legislative, Budget, and Policy Update

*Wendy Brown*

- Grant Management Report

*Marguerite Austin*

- Featured Projects

- Clallam County, Spruce Railroad McFee Tunnel, RCO # [14-1124D](#)
- City of Bellevue, Inspiration Playground, RCO # [14-1716D](#)
- City of Wenatchee, Saddle Rock Gateway, RCO # [14-1135D](#)
- Ferry County, Ferry County Rail Trail, RCO # [14-1677D](#)

*Ben Donatelle*

*Karen Edwards*

*Karen Edwards*

*Kyle Guzlas*

- Fiscal Report (*written only*)

- Performance Report (*written only*)

---

**10:15 a.m. BREAK**

---

**BOARD BUSINESS: DECISIONS**

---

**10:30 a.m. 3. State Comprehensive Outdoor Recreation Plan (SCORP): Adopt Final Plans**

*Leslie Connelly  
& Adam Cole*

- Board Unifying Strategy
- State Comprehensive Outdoor Recreation Plan (SCORP)
- Boating Grant Programs Plan
- State Community Outdoor Athletic Fields Plan
- State Trails Plan Nonhighway and Off-road Vehicle Activities (NOVA) Plan

**Public comment.** Please limit comments to three minutes per person

Resolution 2017-32

---

**11:45 a.m. Executive Session/Lunch:** Director's Evaluation (Board Members Only)  
Lunch will be provided to Board members

*Chair Willhite*

---

**BOARD BUSINESS: DECISIONS**

---

**1:15 p.m. 4. Washington Wildlife and Recreation Program (WWRP) Match Waiver Policy**

*Adam Cole*

**Public comment.** Please limit comments to three minutes per person

Resolution 2017-33

---

**2:15 p.m. 5. Youth Athletic Facilities (YAF) Policies and Evaluation Criteria**

*Adam Cole*

**Public comment.** Please limit comments to three minutes per person

Resolution 2017-34

---

**3:00 p.m. BREAK**

---

**3:15 p.m. 6. WWRP Forestland Preservation Category Ranked List**

*Kim Sellers*

**Public comment.** Please limit comments to three minutes per person

Resolution 2017-35

---

**BOARD BUSINESS: REQUEST FOR DIRECTION**

---

**3:45 p.m. 7. Control and Tenure Policy** for projects on state owned aquatic lands

*Adam Cole*

---

**4:30 p.m. 8. State Agency Partner Reports**

- Governor's Outdoor Recreation Policy Advisor
- Department of Natural Resources
- State Parks and Recreation Commission
- Department of Fish and Wildlife

*Jon Snyder  
Brock Milliern  
Peter Herzog  
Joe Stohr*

---

**5:00 p.m. RECESS FOR THE DAY**

---

## THURSDAY, OCTOBER 12

### OPENING

#### 9:00 a.m. Call to Order

*Chair Willhite*

- Roll Call and Determination of Quorum

**9:30 a.m. General Public Comment** for issues not identified as agenda items. Please limit comments to 3 minutes.

### BOARD BUSINESS: REQUEST FOR DIRECTION

#### 9:35 a.m. 9. Remaining Washington Wildlife and Recreation Program (WWRP) Phase III Changes

*Leslie Connelly*

- A. Evaluation Criteria and Other Policy Changes
  - Multiple Benefits
  - Other Evaluation Criteria Changes
- B. Acquisition and Development Project Policies:
  - Maximum Cost for Noxious Weed Control
  - Eligible Costs for Stewardship Plans
  - Restricting Public Access
  - Purchase of Land from a Land Trust (New Policy)

### BOARD BUSINESS: BRIEFING

#### 10:15 a.m. 10. Washington Wildlife and Recreation Program Requirement for Conferral with Local Government on Acquisition Projects

*Marguerite Austin*

#### 10:30 BREAK

### BOARD BUSINESS: REQUEST FOR DIRECTION

#### 10:45 a.m. 11. Amendment to Allowable Uses Policy for Agricultural Use on Board-funded State Parks Trails

*Myra Barker*

### BOARD BUSINESS: DECISION

#### 11:15 a.m. 12. Board's Strategic Plan

*Chair Willhite/*

**Public comment.** Please limit comments to three minutes per person

*Scott Robinson*

#### 12:00 p.m. LUNCH

### BOARD BUSINESS: DECISION

#### 1:00 p.m. 13. Options for Education, Maintenance and Planning Grants

*Marguerite Austin/*

**Public comment.** Please limit comments to three minutes per person

*Darrell Jennings*

Resolution 2017-36

---

## BOARD BUSINESS: REQUEST FOR DIRECTION

---

**1:30 p.m. 14. 2018 Grant Cycle**

- How to Conduct the 2018 Grant Round in the Absence of a Capital Budget
- Recreational Trails Program (RTP) Federal Fiscal Year 2018 Funding: Use of Unobligated Funding in Motorized Category
- Firearms and Archery Range Recreation (FARR) Program: Use of 2017-19 Unobligated Funding

*Marguerite Austin*

*Scott Robinson*

*Darrell Jennings*

*Marguerite Austin*

---

## BOARD BUSINESS: BRIEFINGS

---

**2:30 p.m. 15. 2017-19 Policy Work Plan**

*Wendy Brown*

**3:00 p.m. 16. Joint Legislative Audit and Review Committee (JLARC):** Update on *Study on Measuring Outcomes of Habitat and Recreation Acquisitions and Regulations*

*Eric Thomas*

---

**3:45 p.m. 17. Ruckelshaus Center Proposal on Recreational Fee Setting**

*Jon Snyder*

---

**4:00 p.m. ADJOURN**

---

**Next Meeting:**

January 31 & February 1, 2018 – Olympia, WA





A Resolution to Recognize the Contributions of

*Lorinda Anderson*

To the Residents of Washington State

**WHEREAS**, Lorinda Anderson, a Cal Berkeley grad, visited Washington State in 1978 and joined the then Interagency Committee for Outdoor Recreation as a resource planner; and

**WHEREAS**, she has diligently, thoughtfully, and skillfully served the committee and the subsequently named Recreation and Conservation Office and the Recreation and Conservation Funding Board through 2017; and

**WHEREAS**, she helped the board and office select more than 5,000 of the best possible recreation and conservation projects, valued at more than \$1.2 billion, by recruiting nearly 8,000 top-notch people to evaluate grant proposals; and

**WHEREAS**, Lorinda provided technical assistance to cities, counties, and others when drafting comprehensive plans, and provided that same sharp editor's pen and attention to detail when helping coworkers; and

**WHEREAS**, her outgoing personality and organizational skills has kept many of the evaluators returning year after year; and

**WHEREAS**, Lorinda's infectious laugh, cheerfulness, elephant ear coupons, good humor, and willingness to pitch in when and where needed made her a wonderful coworker; and

**WHEREAS**, Lorinda has decided to retire after a lifetime of dedicated public service; and will be sorely missed by her coworkers, evaluators, and many government representatives across the state.

**NOW, THEREFORE BE IT RESOLVED**, that on behalf of the residents of Washington and in recognition of Lorinda's dedication and service, the Recreation and Conservation Funding Board extends its sincere thanks and appreciation for a job well done.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Mike Deller  
Citizen Member

---

Kathryn Gardow  
Citizen Member

---

Danica Ready  
Citizen Member

---

Michael Shiosaki  
Citizen Member

---

Ted Willhite  
Citizen Member

---

Peter Herzog  
Washington State Parks  
and Recreation Commission

---

Brock Milliern  
Department of Natural Resources

---

Joe Stohr  
Department of Fish and Wildlife

# RECREATION CONSERVATION FUNDING BOARD Pre-Agenda Summary

September 14, 2017

## THURSDAY, SEPTEMBER 14

Item	Formal Action	Follow-up Action
<b>OPENING AND WELCOME</b>		
<b>Opening and Call to Order</b> <ul style="list-style-type: none"> <li>Roll Call and Determination of Quorum</li> <li>Review and Approval of Agenda</li> <li>Remarks of the Chair</li> </ul>		Follow-up action requested? <b>No</b>
<b>1. Consent Agenda</b> A. Approve July 12-13, 2017 Meeting Minutes	Request for Decision  Decision Motion: <b>Yes</b>	Follow-up action requested? <b>No</b>  <a href="#">Resolution 2017-28</a> <b>Moved by:</b> Brock Milliern <b>Seconded by:</b> Joe Stohr <b>Decision:</b> <u>Approved</u>
<b>2. Overview of Available Funding and Short-term Funding Strategy</b>	Briefing	Follow-up action requested? <b>No</b>
<b>3. Overview of Preliminary Strategy to Address Reduced Administrative Costs for this Biennium</b>	Briefing	Follow-up action requested? <b>No</b>
<b>4. Options to Allow 2016 Applicants to Proceed with Certain Aspects in Light of the Capital Budget Situation</b>	Request for Decision  Decision Motion: <b>Yes</b>	Follow-up action requested? <b>Yes</b> <ul style="list-style-type: none"> <li>Be clear in the Waiver of Retroactivity guidelines and clearly communicate the risk for applicants.</li> </ul> <a href="#">Resolution 2017-29</a> <b>Moved by:</b> Brock Milliern <b>Seconded by:</b> Danica Ready <b>Decision:</b> <u>Approved as written</u>
<b>5. Results from Policy Priorities Survey</b>	Briefing	Follow-up action requested? <b>No</b>
<b>Additional Materials: Briefing</b> Draft RCFB Strategic Plan 2017 – for brief discussion	Briefing	Follow-up action requested? <b>Yes</b> <ul style="list-style-type: none"> <li>Follow up with wording re: climate resiliency versus climate change.</li> </ul>

		<ul style="list-style-type: none"> <li>Take off October consent agenda add as an agenda item.</li> </ul>
<b>Director Evaluation</b>	Decision	Follow-up action requested? <b>Yes</b> <ul style="list-style-type: none"> <li>Light evaluation at October meeting</li> </ul>
<b>Comments for the Good of the Order</b>	Comments	Follow-up action requested? <b>No</b>
<b>ADJOURN</b>		

## RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

**Date:** September 14, 2017

**Place:** Natural Resources Building, Olympia Campus, First Floor, Room 175, 1111 Washington Street SE,  
Olympia, WA 98501

**Note:** Special Meeting – Board members participating via Webinar.

### Recreation and Conservation Funding Board Members:

---

<b>Ted Willhite, Chair</b>	Seattle	<b>Kathryn Gardow</b>	Seattle
<b>Mike Deller</b>	Mukilteo	<b>Brock Milliern</b>	Designee, Department of Natural Resources
<b>Michael Shiosaki</b>	Seattle	<b>Peter Herzog</b>	Designee, Washington State Parks
<b>Danica Ready</b>	Winthrop	<b>Joe Stohr</b>	Designee, Department of Fish and Wildlife

---

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

### Opening and Call to Order

Chair Willhite called the meeting to order at 10:07 a.m. Staff called roll and a quorum was determined. Members Deller, Ready, Gardow and Designee Herzog attended via Webinar. Board member Shiosaki was excused. The agenda was approved as published.

### Item 1: Consent Agenda

The board reviewed Resolution 2017-28, Consent Agenda, which consisted of the July 12-13, 2017 meeting summary.

#### **Resolution 2017-28**

**Moved by:** Designee Brock Milliern

**Seconded by:** Designee Joe Stohr

**Decision:** Approved

### Item 2: Briefing

#### **Overview of Available Funding and Short-term Funding Strategy**

Director Kaleen Cottingham provided an overview of the available funding and presented the short-term funding strategy to keep the agency functioning until a capital budget is approved. (*See Item #2 memo for details.*) It was reported that using the current strategy, the agency will be able to keep the existing staffing level through the end of the biennium.

Marguerite Austin, Recreation and Conservation Grants Section Manager, joined Director Cottingham to provide an overview of how the new federal funds accessed through the reappropriation budget will be able to be used during this time. All the pre-approved projects will be able to be partially funded and, once the capital budget passes, they will be fully funded.

The Director noted two projects, which fall under a new federal grant program called Outdoor Recreation Legacy Program, will be able to be approved through the “unanticipated receipts” process prior to adoption of a capital budget. This is an approval process through the Office of Financial Management.

### Item 3: Briefing

#### **Overview of Preliminary Strategy to Address Reduced Administrative Costs for this Biennium**

Scott Robinson, Recreation and Conservation Office Deputy Director, provided an overview of the preliminary strategy to address reduced administrative costs for the current biennium. (*See Item #3 memo for details.*) He commended staff for the work they are doing through this stressful time. He then provided 4 different scenarios:

- Capital funding becomes available in the Fall.
- Capital funding becomes available in the Spring.
- Capital funding becomes available in the Summer.
- No capital funding approved.

Each option affects staff and the programs differently. Staff may not have a proposal ready by the October meeting but, without a capital budget by Fall, the board may have to make hard choices at the January 2018 meeting.

The longer we need to wait for the capital budget the more chance we will miss opportunities such as land purchases and projects. Designee Milliern echoed the concern noting the big opportunity cost to not having a capital budget in place.

Director Cottingham reported that staff will submit a supplemental budget request to the Office of Financial Management in October. Included in the request will be a request for funding for the projects that were approved last year in addition to a few other items. Staff are doing everything they can to get prepared to finalize the contracts as soon as a capital budget is passed.

### Item 4: Decision

#### **Options to Allow 2016 Applicants to Proceed with Certain Aspects in Light of the Capital Budget Situation**

Ms. Austin laid out options to allow 2016 applicants to proceed with certain aspects of project management in light of the capital budget situation. (*See Item #4 memo for details.*) She provided the board two options:

- Do nothing.
- Expand the eligible pre-agreement costs to include development and restoration activities – temporary change for 2016 pre-approved projects only.

Marguerite provided advantages and disadvantages with the different options. She provided the staff recommendation and then asked for a decision by the board on **Resolution 2017-29**.

#### **Board Discussion**

Chair Willhite asked for confirmation of statutory authority to enact the proposed resolution. Director Cottingham reported the board is not entering into contracts with the applicants just providing an opportunity for the project applicants to proceed with some aspects of the grant; the applicants would be taking on the risk if no capital budget passes. The Recreation and Conservation Office does have legal authority to use this approach and would set out the expectations through a waiver of retroactivity.

Board members support the staff recommendation. They did want to be sure that applicants are aware of the risk involved and for the agency to be very clear on what a Waiver of Retroactivity is and is not.

#### **Public Comment**

Received via e-mail prior to the meeting from:

- Donna Hogerhuis, Town of Wilkeson
- Sarah Lopez, City of Arlington
- Tacoma Metro Parks

*(See additional meeting materials packet for details.)*

**Resolution 2017-29<sup>1</sup>**

**Moved by:** Designee Brock Milliern

**Seconded by:** Member Danica Ready

**Decision:** Approved

**Item 5: Briefing**

**Results from Policy Priorities Survey**

Wendy Brown reported the results of the policy priorities survey showing the top 6 projects on both staff and board lists and the four policies in the board top 10 list. *(See Item #5 memo for details.)*

**General Public Comment**

**Public comment:** Ted Jackson, Washington ATV and Skykomish, thanked staff for their work through this tough time. He asked about dedicated accounts.

**Additional Materials: Briefing**

**Draft Recreation and Conservation Board 2017 Strategic Plan**

Scott Robinson reviewed the Board's Strategic Plan and the chair's desire to clarify the use of the wording "climate resiliency" versus "climate change." Follow up on this issue was suggested. This will be an agenda item for the October 2017 Board meeting. *(See additional meeting materials packet for details.)*

**Additional Materials: Direction**

**Director Evaluation**

Deputy Director Robinson reported that a full evaluation of Director Cottingham was due to the board this year. Due to his workload around the budget and other unexpected issues, he was unable to complete this work. He asked if the board was willing to complete a light review this year and conduct the full evaluation next time.

The board reached consensus to have an executive session during the October Board meeting to complete a "light" evaluation this year and conduct the full evaluation next time. *(See additional meeting materials packet for details.)*

**Closing:**

The meeting was adjourned at 11:38 a.m. by Chair Willhite.

The next regular meeting is scheduled for October 11 & 12, 2017 in Olympia.

**Approved by:**

---

Theodore Willhite, Chair

---

Date

---

<sup>1</sup> Member Gardow had to step away from the meeting for a short time and was not present during this vote.

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11, 2017

**Title:** Revision to the Acquisition Partnership Policy

**Prepared By:** Leslie Connelly, Natural Resource Policy Specialist

#### Summary

This memo includes a revision to the Acquisition Partnership Policy adopted in April 2016. The revision allows the Recreation and Conservation Office to apply the matching share requirement for acquisitions based on the type of sponsor that will own the property at the time the project is completed. The change will allow nonprofit nature conservancies to collaborate on property acquisitions with state agencies without incurring a matching share requirement.

#### Board Action Requested

This item will be a:

- ☒ Request for Decision
- ☐ Request for Direction
- ☐ Briefing

**Resolution:** 2017-31

## Background

### Project Partners Policy

At the April 2016 meeting, the Recreation and Conservation Funding Board adopted a number of new policies as early implementation actions related to the revisions in state law for the Washington Wildlife and Recreation Program. See [Item 7B](#) from the April 2016 meeting for more information.

One of the early actions adopted addressed the relationship between eligible applicants when acquiring property. The reason to clarify issues around acquiring property arose because nonprofit nature conservancies became eligible for grant funding in more categories of the Washington Wildlife and Recreation Program, leading to the need for consistent application of policies across all of the board's programs.

First, the board affirmed that land already owned by an eligible applicant is not eligible for grant funding unless it meets certain exceptions approved by the board.<sup>1</sup> This policy prohibiting the acquisition of land already owned by an eligible applicant has existed since the beginning of the board's grant funding programs and mirrors the policy of the National Park Service for the Land and Water Conservation Fund.

---

<sup>1</sup> The board's policy exceptions are found in "Acquisition of Existing Public Property" or "Buying Land Without a Signed Recreation and Conservation Office Agreement (Waiver of Retroactivity)".

Second, the board adopted a policy to document how applicants can partner on land acquisitions. The most common type of partnership is between a nonprofit nature conservancy and a public agency, but any combination of eligible applicants can happen. This new “Project Partners” policy statement was intended to provide clarity to applicants on how to partner to ensure the property would remain eligible for grant funding and ensure compliance with the state law on acquisitions.<sup>2</sup>

The Project Partners Acquisition Policy states:

- Two or more eligible sponsors may apply for grant funds together when they are working in partnership to buy property.
- Sponsors that plan to purchase property before receiving a project agreement must request a Waiver of Retroactivity in advance of the purchase.
- The minimum matching share required in the application is determined by who will own the property at the time of acquisition by an eligible sponsor.
- Regardless of how partnerships are formed, the scope of the application is only property acquired from an owner who is not eligible to receive funds in the grant program. This applies the board’s acquisition policies and procedures, including appraisal requirements, offers of just compensation, and relocation benefits, to the property owner who is not eligible to receive funds.
- When multiple eligible sponsors partner together, the sponsor that will acquire property within the scope of the project, including property acquired through a donation or used as match, must be included as applicants in the application.

### **Issue: Challenge with Matching Share**

Project sponsors wishing to collaborate frequently do so because the property owner prefers working with certain individuals or organizations or because some sponsors lack staff capacity to manage an acquisition. Regardless of the reason, nonprofit nature conservancies are sometimes an active participant in a property acquisition even though they do not intend to own the property for very long. This can be referred to as acting as a “bridge” on behalf of another sponsor.

Under the Project Partners Acquisition Policy, if a nonprofit acts as a bridge on behalf of another sponsor and acquires property on the other sponsors’ behalf intending to transfer it to the other sponsor in the near future, the nonprofit must provide the required matching share the funded grant project. This can be a burden on nonprofits collaborating with state agencies in the Washington Wildlife and Recreation Program because state agencies are not required to provide a matching share.

In other words, if a state agency purchases property directly, no match is required. If a nonprofit purchases property directly, matching share is required even though the nonprofit may intend to transfer it to a state agency. This creates a disincentive for nonprofits to assist state agencies with property acquisitions. The board discussed an example of this at its meeting in October 2016 about the Merrill Lake project. See [Item 8](#) of the meeting materials for more information

---

<sup>2</sup> Real Property Acquisition Policy, Chapter 8.26 Revised Code of Washington.



## Proposed Revision

Staff proposes the board revise the Project Partners Acquisition Policy to remove the disincentive to collaborate with nonprofits. The revision would allow the matching share requirement to apply based on the type of sponsor that will own the property at the time the project is completed. The change will allow nonprofit nature conservancies to collaborate on property acquisitions with state agencies without inquiring a matching share requirement.

The proposed revision is as follows:

### Revised Project Partners Acquisition Policy

- Two or more eligible sponsors may apply for grant funds together when they are working in partnership to buy property.
- Sponsors that plan to purchase property before receiving a project agreement must request a Waiver of Retroactivity in advance of the purchase.
- The minimum matching share required in the application is determined by who will own the property **when the project is complete**.
- Regardless of how partnerships are formed, the scope of the application is only property acquired from an owner who is not eligible to receive funds in the grant program. This applies the board's acquisition policies and procedures, including appraisal requirements, offers of just compensation, and relocation benefits, to the property owner who is not eligible to receive funds.
- When multiple eligible sponsors partner together, the sponsor that will acquire property within the scope of the project, including property acquired through a donation or used as match, must be included as applicants in the application.

## Effect of the Change

The Recreation and Conservation Office would ensure that when a project is complete, the project sponsor provides the required matching share. If a nonprofit is acting like a "bridge" by first purchasing the property from the owner and then transferring that property to a state agency before the project is complete, no matching share would be required. Likewise, if a nonprofit acquires property and will remain the property owner, it will be required to provide a matching share.

The effect of the change is to support collaboration between nonprofits and state agencies in the Washington Wildlife and Recreation Program and other programs administered by the Recreation and Conservation Office. The revisions will allow partnerships such as the Merrill Lake example discussed in October 2016 without special board approval.

## Next Steps

If the board approves the revision to the Project Partners Acquisition Policy, staff will incorporate the change into Manual 3: *Acquiring Land* effective immediately.

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 2017  
**Title:** Service Recognition of Volunteers  
**Prepared By:** Lorinda Anderson, Volunteer Coordinator

#### Summary

This action will recognize the years of service by agency and citizen volunteers on the advisory committees that the Recreation and Conservation Office uses to assist in its grant programs.

#### Board Action Requested

This item will be a:

- ☒ Request for Decision  
☐ Request for Direction  
☐ Briefing

#### Background

The Recreation and Conservation Office relies on volunteers to help administer its grant programs. Volunteers provide a strategic balance and perspective on program issues. Their activities, experience, and knowledge help shape program policies that guide us in reviewing and evaluating projects and administering grants.

The following individuals have completed their terms of service or have otherwise bid farewell after providing valuable analysis and excellent program advice. Outdoor recreationists in Washington will enjoy the results of their hard work and vision for years to come. Staff applauds their exceptional service and recommends approval of the attached resolutions via Resolution 2017-31 (consent).

#### Aquatic Lands Enhancement Account Advisory Committee

Name	Position	Years
Tana Bader Inglima	Local Agency, (Port of Kennewick), Kennewick	8

#### Boating Programs Advisory Committee

Name	Position	Years
Michael Branstetter	Citizen, Tumwater	10
Steve Sherlock	State Agency, (Fish and Wildlife), Olympia	8

#### Firearms and Archery Range Recreation Advisory Committee

Name	Position	Years
Tim Chestnut	Citizen, Spokane	9
Jerry Cline	Citizen, Colville	9
Linda Parker	Citizen, Hoquiam	9
Karen Jennings	Citizen, Renton	9

#### Land and Water Conservation Fund Advisory Committee

Name	Position	Years
Rebecca Andrist	Citizen, Spokane	8
Marilyn LaCelle	Citizen, Issaquah	6

#### No Child Left Inside Advisory Committee

Name	Position	Years
Rob Sendak	Citizen, Seattle	2

#### Nonhighway and Off-road Vehicle Activities Advisory Committee

Name	Position	Years
Louise Caywood	Citizen, (Equestrian), Spanaway	10

#### Recreational Trails Program Advisory Committee

Name	Position	Years
Durlyn Finnie	Citizen, (At Large), Allyn	8
Gary Paull	Federal Agency, (US Forest Service), Darrington	11

Patricia Wible	Citizen, (Equestrian), Port Orchard	9
----------------	-------------------------------------	---

#### **WWRP State Lands Development and Renovation Advisory Committee**

<b>Name</b>	<b>Position</b>	<b>Years</b>
Ralph Dannenberg	Citizen, Puyallup	4
Steve Sherlock	State Agency (Fish and Wildlife), Olympia	4

#### **WWRP State Parks Advisory Committee**

<b>Name</b>	<b>Position</b>	<b>Years</b>
Richard Brown	State Agency (State Parks), Olympia	8

#### **WWRP Trails Advisory Committee**

<b>Name</b>	<b>Position</b>	<b>Years</b>
Ray Heit	Local Agency, (Chelan County Public Utility District), Wenatchee	6
Tim Wahl	Local Agency, (Bellingham Parks and Recreation), Bellingham	8

#### **WWRP Water Access Advisory Committee**

<b>Name</b>	<b>Position</b>	<b>Years</b>
Ed Field	Citizen, Clinton	8

#### **Youth Athletic Facilities Advisory Committee**

<b>Name</b>	<b>Position</b>	<b>Years</b>
Mark Thiery	Local Agency, (King County), Renton	2

### **Attachments**

- A. Individual Service Resolutions



A Resolution to Recognize the Service of

*Tana Bader Inglima*

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

**WHEREAS**, from 2010 through 2017, Tana Bader Inglima served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Aquatic Lands Enhancement Account (ALEA) Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency Aquatic Land Enhancement Account projects for funding;

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service,

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Ms. Bader-Inglima's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done, and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Ms. Bader-Inglima.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ken Willhite, Chair



A Resolution to Recognize the Service of

*Michael Branstetter*

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

**WHEREAS**, from 2008 through 2017, Michael Branstetter served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Boating Programs Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency Boating Facilities Program (BFP) and local, nonprofit, and private entity Boating Infrastructure Grant (BIG) projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Branstetter's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Branstetter.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Steve Sherlock*

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

**WHEREAS**, from 2008 through 2015, Steve Sherlock served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Boating Programs Advisory Committee; and from 2012 through 2015, Steve Sherlock participated on the Washington Wildlife and Recreation Program State Lands Development and Renovation Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency Boating Facilities Program (BFP) and local, nonprofit, and private entity Boating Infrastructure Grant (BIG) projects for funding; and the evaluation of state agency projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Sherlock's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Sherlock.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Tim Chestnut*

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

**WHEREAS**, from 2009 through 2017, Tim Chestnut served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Firearms and Archery Range Recreation (FARR) Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Chestnut's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Chestnut.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair





A Resolution to Recognize the Service of

*Jerry Cline*

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

**WHEREAS**, from 2009 through 2017, Jerry Cline served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Firearms and Archery Range Recreation (FARR) Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Cline's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Cline.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Linda Parker*

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

**WHEREAS**, from 2009 through 2017, Linda Parker served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Firearms and Archery Range Recreation (FARR) Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Ms. Parker's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Ms. Parker.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Karen Jennings*

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

**WHEREAS**, from 2009 through 2017, Karen Jennings served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Firearms and Archery Range Recreation (FARR) Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Ms. Jennings's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Ms. Jennings.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Rebecca Andrist*

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

**WHEREAS**, from 2010 through 2017, Rebecca Andrist served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Land and Water Conservation Fund (LWCF) Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Ms. Andrist's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Ms. Andrist.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Marilyn LaCelle*

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

**WHEREAS**, from 2011 through 2016, Marilyn LaCelle served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Land and Water Conservation Fund (LWCF) Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Ms. LaCelle's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Ms. LaCelle.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Rob Sendak*

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

**WHEREAS**, from 2016 through 2017, Rob Sendak served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the No Child Left Inside Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Sendak's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Sendak.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Louise Caywood*

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

**WHEREAS**, from 2008 through 2017, Louise Caywood served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-road Vehicle Activities Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of federal, local and state agency projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Ms. Caywood's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Ms. Caywood.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Durlyn Finnie*

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

**WHEREAS**, from 2010 through 2017, Durlyn Finnie served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Recreational Trails Program Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of federal, local and state agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Ms. Finnie's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Ms. Finnie.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair





A Resolution to Recognize the Service of

*Gary Paull*

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

**WHEREAS**, from 2007 through 2017, Gary Paull served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Recreational Trails Program Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of federal, local and state agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Paull's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Paull.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Patricia Wible*

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

**WHEREAS**, from 2009 through 2017, Patricia Wible served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Recreational Trails Program Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of federal, local and state agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Ms. Wible's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Ms. Wible.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Ralph Dannenberg*

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

**WHEREAS**, from 2014 through 2017, Ralph Dannenberg served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program State Lands Development and Renovation Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Dannenberg's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Dannenberg.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Richard Brown*

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

**WHEREAS**, from 2010 through 2017, Richard Brown served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program State Parks Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of federal, local and state agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Brown's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Brown.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Ray Heit*

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

**WHEREAS**, from 2012 through 2017, Ray Heit served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program Trails Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Heit's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Heit.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Tim Wahl*

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

**WHEREAS**, from 2010 through 2017, Tim Wahl served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program Trails Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Wahl's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Wahl.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Ed Field*

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

**WHEREAS**, from 2010 through 2017, Ed Field served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program Water Access Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local and state agency projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Field's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Field.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



A Resolution to Recognize the Service of

*Mark Thiery*

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

**WHEREAS**, from 2015 through 2016, Mark Thiery served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Youth Athletic Facilities Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of local agency and nonprofit organization projects for funding; and

**WHEREAS**, members of the Recreation and Conservation Funding Board wish to recognize this support and service.

**NOW, THEREFORE BE IT RESOLVED**, that in recognition of Mr. Thiery's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent along with a letter of appreciation to Mr. Thiery.

Approved by the Recreation and Conservation Funding Board  
in Olympia, Washington  
on October 11, 2017

---

Ted Willhite, Chair



## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11, 2017  
**Title:** Time Extension Requests  
**Prepared By:** Recreation and Conservation Section Grants Managers

#### Summary

This is a request for the Recreation and Conservation Funding Board to consider the proposed project time extensions shown in Attachment A.

#### Board Action Requested

This item will be a:

<input checked="" type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

**Resolution:** 2017-31

**Purpose of Resolution:** Approve the requested time extensions.

### Background

Manual #7, *Funded Projects*, outlines the Recreation and Conservation Funding Board's (board) adopted policy for progress on active funded projects. Key elements of this policy are that the sponsor must complete a funded project promptly and meet the project milestones outlined in the project agreement. The Recreation and Conservation Office (RCO) director has authority to extend an agreement for up to four years. Extensions beyond four years require board action.

RCO received requests for time extensions for the projects listed in Attachment A. This document summarizes the circumstances for the requested extensions and the expected date of project completion. Board action is required because the project sponsors are requesting an extension to continue the agreement beyond four years.

General considerations for approving time extension requests include:

- Receipt of a written request for the time extension;
- Reimbursements requested and approved;
- Date the board granted funding approval;
- Conditions surrounding the delay;
- Sponsor's reasons or justification for requesting the extension;
- Likelihood of sponsor completing the project within the extended period;
- Original dates for project completion;
- Current status of activities within the grant;
- Sponsor's progress on this and other funded projects;
- Revised milestones or timeline submitted for completion of the project; and

- The effect the extension will have on re-appropriation request levels for RCO.

### **Plan Link**

Consideration of this request supports the board's goal of helping its partners protect, restore, and develop habitat and recreation opportunities that benefit people, fish and wildlife, and ecosystems.

### **Summary of Public Comment**

At the time of the writing of this memo, no public comment on the projects has been received.

### **Staff Recommendation**

Staff recommends approval of the time extension requests for the projects listed in Attachment A.

### **Attachments**

A. Time Extension Requests for Board Approval

## Time Extension Requests for Board Approval

### *Town of Winthrop*

Project number/type	Project name	Grant program	Grant funds remaining	Project start date	Current end date	Extension request	Reasons for Delay and Justification of Request
<a href="#">12-1122</a> Acquisition and Development	Susie Stephens Trail Phase 2	Washington Wildlife and Recreation Program, Trails Category	\$304,998.45	3/10/15	12/31/17	6/15/19	<p>The Town of Winthrop has awarded bids for construction of segment 1 of the Susie Stephens Trail, which is a half-mile long extension of the existing trail. This segment will be completed by the end of the year. Segment 2, the downtown River Walk portion of the trail, has several complexities and is the reason for this extension request.</p> <p>Segment 2 involves the "undercrossing" of a Washington State Department of Transportation (WSDOT) bridge over the Chewuch River. WSDOT agrees to grant control and tenure, however there are conditions and complicated design and permitting requirements. As a result, construction of this segment has been delayed.</p> <p>After lengthy negotiations and numerous reiterations of design, plans are 60% complete on segment 2 and have been preliminarily accepted by WSDOT. Once the design plans are 100% complete, agreed to, and accepted and all permits are in place, Winthrop will award bids to begin construction of this segment. Since work will be within the ordinary high water mark, construction must occur during low water season in the autumn of 2018.</p> <p>This 18-month extension will provide the time needed to complete development of the design plans, complete negotiations with WSDOT for control and tenure, obtain all permits, award bids, and complete construction of the trail.</p>

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017

**Title:** Director's Report

#### Summary

This memo outlines key agency activities and happenings.

#### Board Action Requested:

This item will be a:

- ☐ Request for Decision
- ☐ Request for Direction
- ☒ Briefing

#### In this Report:

- Agency update
- Legislative, budget, and policy update
- Grant management report
- Fiscal report
- Performance report

### Agency Update

#### Federal Sweep of Trail Funding – Not at RCO

Washington was one of only two states that didn't lose money for trails when the federal government issued a rescission order for unobligated Federal Highway Funds in June. The Recreational Trails Program is a transportation alternatives program funded through the federal transportation budget and RCO administers the grants in Washington. This most recent rescission prompted a look at past rescissions, 12 since 2005. Only one state did not lose any funding in that time. You guessed it...Washington State! That's because we award the money quickly and re-award any returned funds. In the past 12 rescissions, more than \$63 million has been lost by other states.



#### A Fantastic Trail Ride

Director Cottingham and Darrell Jennings attended the "Ride for a Warrior Dice Ride" in the Manastash area of the Cle Elum Ranger District on Friday, September 15. This collaborative event between Off-Road Riders for Veterans and the Washington Off Highway Vehicle Alliance raises money to purchase all-terrain track chairs for disabled veterans. The ride is open to all off-highway vehicle (OHV) recreation including motorcycles, all-terrain vehicles (ATV), utility task vehicles (UTV), and four-wheel drive vehicles. They were invited to



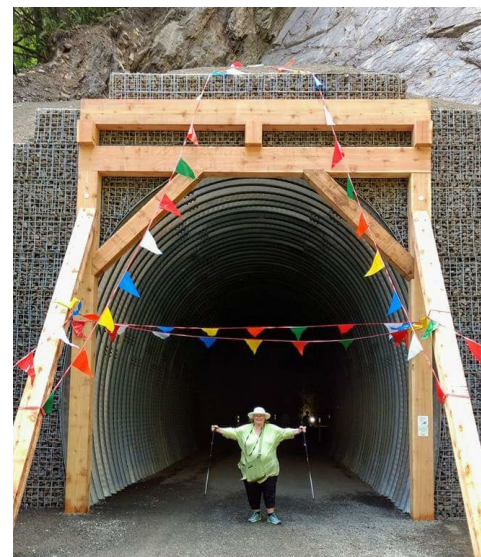
experience OHV recreation first-hand and in doing so rode on jeep trails in a sport UTV, the patrol jeep purchased for the U.S. Forest Service Cle Elum Ranger District's Education and Enforcement program, and the Director even drove an ATV. It was a productive day and they enjoyed themselves and the opportunity to spend time with some key stakeholders in the Nonhighway and Off-Road Vehicle Activities (NOVA) and Recreational Trails Programs (RTP) and learn more about motorized sports.

## Ribbon Cuttings

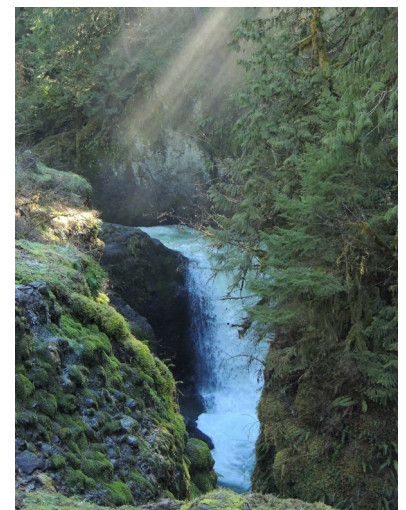
- **Hale Park Off-Leash Area Grand Opening:** Recreation and Conservation Funding Board member Danica Ready and her pooch helped the City of Wenatchee open a new dog park. Wenatchee used a grant from the Washington Wildlife and Recreation Program and the RCO Recreation Grants program to complete the first phase of development of 5 acres along the Columbia River for a new park. The City built a parking lot and public off-leash dog park, added utilities, and landscaped a large open grassy area with shade trees for picnicking.



- Director Cottingham helped celebrate a momentous event in the history of the Olympic Discovery Trail – the July opening of the **McFee Tunnel** along the Spruce Railroad Trail. Clallam County used a Washington Wildlife and Recreation Program grant to rebuild a half-mile of the historic trail, restore the 96-year-old tunnel, and expand the trailhead on the north shore of Lake Crescent in Olympic National Park. In 1918, the U.S. Army built 36 miles of railroad west of Port Angeles, including the McFee tunnel, to haul spruce for World War I airplanes. The McFee Tunnel was closed by blasting in the 1960s. The blocked tunnel forced bicyclists to take a dangerous route on U.S. Highway 101. The project creates a non-motorized trail separated from car traffic on the north shore of Lake Crescent, connecting 60 miles of trail to the east of the project site and 20 miles to the west.



- More than 2,300 people visited **Deschutes Falls Park** during Labor Day weekend. Thurston County re-opened the 154-acre park on September 1<sup>st</sup> and invited everyone to join all three commissioners for a short walk to view the gorge and the stunning 27-foot waterfall. The County used a \$441,932 Washington Wildlife and Recreation Program grant to purchase the property in the early 1990s. After an unfortunate accident, the park was closed to the public for a number of years for safety reasons. To make the grounds accessible, there is a new formal parking area, portable restrooms, trails, and live-in caretakers. During the ribbon cutting ceremony, Marguerite Austin, spoke on behalf of RCO and congratulated Thurston County on the work done to reopen this jewel to the public.





- Four other local governments also celebrated openings. The **City of Des Moines** rededicated its Beach Park historic picnic shelter and restrooms. **Skagit County** dedicated Walberg Field. The **City of Kent** replaced its Lake Meridian Dock and the **City of Covington** built the second phase of its community park.

### Meetings with Partners

- **Quarterly check-in with WWRC:** Director Cottingham met with the Washington Wildlife and Recreation Coalition director to discuss the capital budget situation and how RCO may respond to managing the next grant cycle. We also discussed ways to promote the next grant cycle, the forestland category, and the new match policy for underserved populations and communities in need. WWRC shared information about its work on reaching out to hunters and anglers and eastern Washington land trusts.
- **Boating:** Staff met with RCO's boater stakeholder group, which consists of lobbyists and officers of the Recreational Boating Association of Washington, the Northwest Marine Trade Association, and Sea Grant. We discussed issues including the state of the capital budget and other bills that did or did not become law in this past legislative session, the draft Boating Grants Programs Plan, recently funded boating projects, and the next Seattle Boat Show.
- **Kittitas County meetings:** Outdoor Grants Manager, Dan Haws attended a Kittitas County commissioner's meeting in Ellensburg and a public meeting held later that same evening in Cle Elum to present information on the Washington Wildlife and Recreation Program and RCO's grant application process. About 60 people attended the two meetings including representatives from the Kittitas County Flood Control District, Kittitas Public Works Department, Kittitas County and Ellensburg parks departments, Kittitas Environmental Education Network, U.S. Forest Service, Ellensburg City Council, Ellensburg School District, The Nature Conservancy, the local state horse park, and several nonprofit groups

### Employee Changes

- RCO said "Adios" to **Wendy Loosle**, our board liaison, when she left us to join the Foreign Service as part of the U.S. Department of State's Foreign Consular Fellows Program. We've heard word that she's been assigned to Honduras for about 5 years. Wendy has done some great work for us and she will be missed.
- RCO also said goodbye to **Meg O'Leary** who joined us in 2014. She helped keep the Governor's Blue Ribbon Task Force on Parks and Outdoor Recreation organized and has done the same for the Governor's Salmon Recovery Office.
- **Steve Martin** joined RCO in August as the executive coordinator of the Governor's Salmon Recovery Office. Steve was the executive director of the Snake River Salmon Recovery Board since 2001. Before that, he was a biologist with the Department of Fish and Wildlife for many years. Steve has been in the trenches of salmon recovery since the beginning of our journey and will bring great enthusiasm and energy to the role.
- **Kenzi Smith** joined RCO as an intern for the Invasive Species Council. Kenzi is a student at the Evergreen State College in the Master of Environmental Studies Program. Kenzi has professional experience in urban forestry restoration, wetland mitigation, water quality monitoring, and storm water mapping in Washington and California.

## **Update on Sister Boards**

### **Salmon Recovery Funding Board (SRFB)**

The SRFB held an emergency meeting in August to address the fact that no capital budget was passed, which impacted the grant round and its partners – the regions and lead entities. The SRFB extended the contracts for lead entities, regions, and the review panel through the end of the year, which will enable the board to carry on with the grant round.

### **Washington Invasive Species Council (WISC)**

Council staff is helping organize a Columbia Basin Flowering Rush Summit to be held in Spokane in February. The summit will help inform a framework for a regional management plan to address the challenges in managing flowering rush. The council updated its top priority species list and has been working to increase regional collaboration with Pacific Northwest states and provinces via an invasive species session at the 2017 Pacific Northwest Region Annual Summit. The council also has been working with other Washington State agencies to collaborate on a section of the federal farm bill to bring greater efficiency, and leverage additional resources for Washington. The council meets next on September 21.

### **Habitat and Recreation Lands Coordinating Group**

The lands group met in September to discuss agency legislative updates, the status of the Ruckelshaus study on recreational fees, and development of a unified plan for land acquisition by Department of Fish and Wildlife, Department of Natural Resources, and the State Parks and Recreation Commission. Staff from the Joint Legislative Audit and Review Committee also presented the status of its study on Meeting Outcomes of Habitat and Recreation Acquisitions and Regulations.

## **Legislative, Budget, and Policy Update**

As the State of Washington waits for the Legislature to pass the 2017-19 capital budget, RCO carries on with re-appropriated recreation and conservation projects, technical review of potential new salmon projects, on-going policy work from last biennium, and new policy initiatives related to the 2018 grant round. The 2017-19 policy work plan is now complete and will be presented to the RCFB on October 12, 2017, and the SRFB in December 2017.

## **Grant Management Report**

### **Forestland Preservation**

The Forestland Preservation Advisory Committee reviewed and evaluated the first ever Washington Wildlife and Recreation Program's (WWRP) forestland grant applications. The results of the August evaluation meeting will be presented at the upcoming board meeting. Staff will ask the board to approve the final ranked list for submittal to the Governor by the November 1<sup>st</sup> deadline. See Item 6 for details.

### **SOBA Conference**

Rory Calhoun was a guest speaker, on August 29, for the 2017 National Boating Access Conference sponsored by the States Organization for Boating Access (SOBA) in Anchorage. SOBA's mission is to encourage, and support federal and state programs that provide safe, high-quality, and environmentally sound recreational boating access to the waterways of the United States and its territories.

Rory's session, *Accessibility for All in Boating Facilities*, was well attended and turned out to be one of the most popular sessions at the conference.

## Grant Awards for Trails

At its July 2017 meeting, the board approved final ranked lists for all of its grant programs and delegated authority to RCO's Director to award funding to approved projects, contingent on approval of a 2017-19 State Capital Budget and approval of federal funding authority for federal programs. Although the Legislature has not approved new capital budget funds, they did approve the operating budget and granted authority for reappropriation of existing grant funds. That approval allows RCO to take advantage of unused spending authority for its federal grant programs.

In September, 21 grants for the Recreational Trails Program were awarded. The projects all received partial funding and remain eligible for full funding once the Legislature approves the capital budget. Staff are writing and issuing agreements for the funded projects. The goal is to issue 85-95 percent of the agreements by the end of the year. The list of funded projects is shown in Attachment A.

## Project Administration

Staff administer outdoor recreation and habitat conservation projects as summarized in the table below. "Active" grants are under agreement and are in the implementation phase. "Director Approved" grants includes grant awards made by the RCO director after receiving board-delegated authority to award grants. Staff are working with sponsors to secure the materials needed to place the Director Approved grants under agreement.

Program	Active Projects	Board Funded Projects	Director Approved Projects	Total Funded Projects
Aquatic Lands Enhancement Account (ALEA)	9	0	0	9
Boating Facilities Program (BFP)	21	0	1	22
Boating Infrastructure Grant Program (BIG)	6	0	0	6
Firearms and Archery Range Recreation (FARR)	4	0	0	4
Land and Water Conservation Fund (LWCF)	7	0	0	7
Nonhighway and Off-road Vehicle Activities (NOVA)	109	0	0	109
Recreation & Conservation Office Recreation Grants (RRG)	41	0	0	41
Recreational Trails Program (RTP)	46	0	21	67
Washington Wildlife and Recreation Program (WWRP)	105	0	0	105
Youth Athletic Facilities (YAF)	16	0	1	17
<b>Total</b>	<b>364</b>	<b>0</b>	<b>23</b>	<b>387</b>

## Viewing Closed Projects

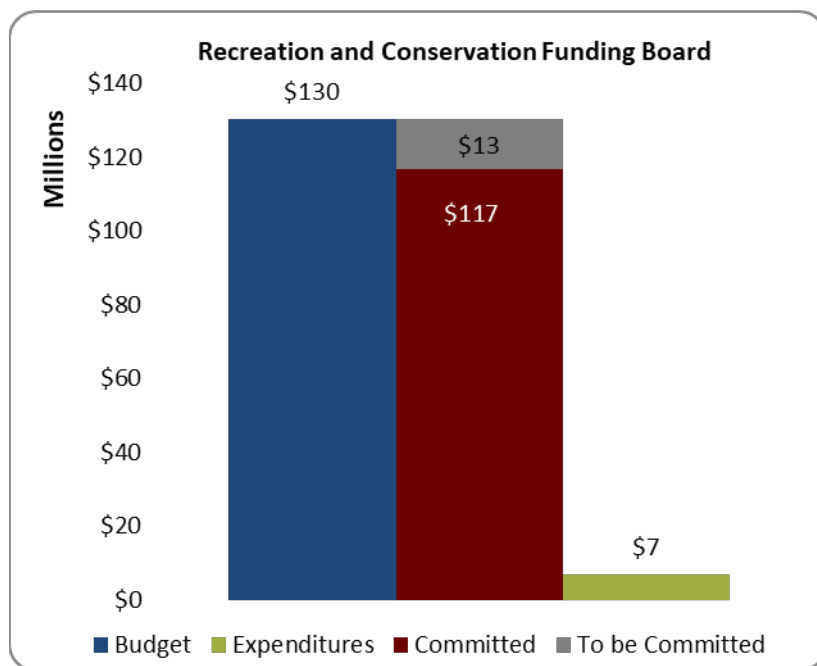
Attachment B lists projects that closed between June 1, 2017 and August 31, 2017. Click on the project number to view the project description, grant funds awarded, and other information (e.g., photos, maps, reports, etc.)



## Fiscal Report

For July 1, 2017 - June 30, 2019, actuals through August 31, 2017 (Fiscal Month 2). Percentage of biennium reported: 8.3 percent. The "Budget" column shows the state appropriations and any received federal awards.

Grant Program	BUDGET	COMMITTED	TO BE COMMITTED		EXPENDITURES		
	Re-appropriations 2017-2019	Dollars	% of Budget	Dollars	% of Budget	Dollars	% Expended of Committed
Grant Programs							
ALEA	\$4,217,996	\$3,863,790	92%	\$354,206	8%	\$881,283	23%
BFP	\$12,873,610	\$11,453,589	89%	\$1,420,021	11%	\$345,681	3%
BIG	\$1,582,508	\$1,582,508	100%	\$0	0%	\$6,813	1%
FARR	\$571,796	\$324,742	57%	\$247,054	43%	\$28,508	9%
LWCF	\$2,770,550	\$2,770,550	100%	\$0	0%	\$623,198	22%
NOVA	\$6,707,269	\$6,582,613	98%	\$124,656	2%	\$213,194	3%
RTP	\$3,425,024	\$3,262,988	95%	\$162,036	5%	\$162,177	5%
WWRP	\$59,286,368	\$49,785,182	84%	\$9,501,186	16%	\$3,047,373	6%
RRG	\$25,765,297	\$24,126,000	94%	\$1,639,297	6%	\$754,831	3%
YAF	\$5,698,000	\$5,598,246	98%	\$99,754	2%	\$209,605	4%
Subtotal	\$122,898,419	\$109,350,208	89%	\$13,548,211	10%	\$6,272,663	6%
Administration							
General Operating Funds	\$7,330,122	\$7,330,122	100%	\$0	0%	\$523,329	7%
Grand Total	\$130,228,541	\$116,680,330	90%	\$13,548,211	10%	\$6,795,992	6%



Acronym	Grant Program
ALEA	Aquatic Lands Enhancement Account
BFP	Boating Facilities Program
BIG	Boating Infrastructure Grant
FARR	Firearms and Archery Range Recreation
LWCF	Land and Water Conservation Fund
NOVA	Nonhighway and Off-road Vehicle Activities
RTP	Recreational Trails Program
WWRP	Washington Wildlife and Recreation Program
RRG	RCO Recreation Grants
YAF	Youth Athletic Facilities

## Board Revenue Report

For July 1, 2017-June 30, 2019, actuals through July 31, 2017 (Fiscal Month 1).

Percentage of biennium reported: 4.2%.

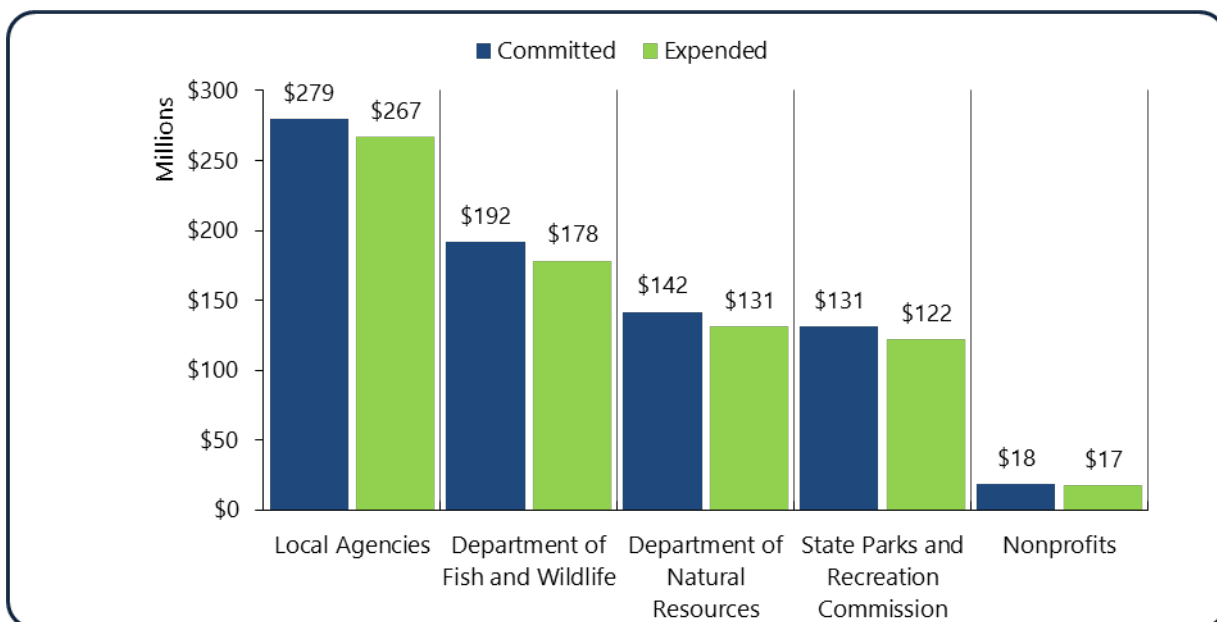
Program	Biennial Forecast	Collections	
	Estimate	Actual	% of Estimate
Boating Facilities Program (BFP)	\$20,639,716	\$883,379	4.3%
Nonhighway, Off-Road Vehicle Program (NOVA)	\$14,217,180	\$619,849	4.4%
Firearms and Archery Range Rec Program (FARR)	\$575,865	\$31,886	5.5%
<b>Total</b>	<b>\$35,432,761</b>	<b>\$1,535,114</b>	<b>4.3%</b>

### Revenue Notes:

- BFP revenue is from the un-refunded marine gasoline taxes.
- NOVA revenue is from the motor vehicle gasoline tax paid by users of off-road vehicles and nonhighway roads and from the amount paid for by off-road vehicle use permits. NOVA revenue is from the motor vehicle gasoline tax paid by users of off-road vehicles and nonhighway roads and from the amount paid for by off-road vehicle use permits.
- FARR revenue is from \$3 of each concealed pistol license fee.
- This reflects the most recent revenue forecast of June 2017. The next forecast is due in September 2017 after the drafting of this memo...

## WWRP Expenditure Rate by Organization (1990-Current)

Agency	Committed	Expenditures	% Expended
Local Agencies	\$279,390,627	\$267,158,510	96%
Department of Fish and Wildlife	\$191,649,266	\$178,405,192	93%
Department of Natural Resources	\$141,680,786	\$131,229,867	93%
State Parks and Recreation Commission	\$131,479,757	\$122,035,640	93%
Nonprofits	\$18,416,215	\$17,491,449	95%
Conservation Commission	\$378,559	\$378,559	100%
Tribes	\$689,411	\$643,386	93%
<b>Other</b>			
Special Projects	\$735,011	\$735,011	100%
<b>Total</b>	<b>\$764,419,631</b>	<b>\$718,077,614</b>	<b>94%</b>





## Performance Measures for Fiscal Year 2018

The following performance data are for recreation and conservation projects in fiscal year 2018 (July 1, 2017 – June 30, 2018). Data are current as of September 18, 2017.

### Recreation and Conservation Funding Board Performance Measures

Measure	Target	Fiscal Year-to-Date	Status	Notes
Grant agreements mailed within 120 days of funding	90%	N/A	●	There have been no agreements due to be mailed this fiscal year.
Grants under agreement within 180 days of funding	95%	N/A	●	There have been no grants due to be under agreements this fiscal year.
Progress reports responded to within 15 days	90%	96%	●	RCFB staff received 120 progress reports and responded to them in an average of 4 days.
Bills paid in 30 days	100%	100%	●	251 bills have come due and all were paid within 30 days. On average, staff paid bills within 10 days.
Projects closed within 150 days of funding end date	85%	70%	●	7 of 10 projects have closed on time.
Projects in Backlog	5	15	●	There are 15 RCFB projects in the backlog

Compliance inspections done	125	<b>50</b>		There have been 50 worksites inspected.
Annual bills submitted	100%	<b>81%</b>		Bills for 264 of 324 projects have been submitted thru September 18, 2017. The remaining projects have until June 30, 2018 to submit a bill.

## Attachments

- A. Grant Awards for the Recreational Trails Program
- B. Projects Completed and Closed from June 1, 2017 and August 31, 2017

## Grant Awards for the Recreational Trails Program

Project Number	Project Name	Sponsor	Grant Request	Funds Approved	Grant Program and Category
<a href="#">16-2461E</a>	Mt. Baker Climbing Rangers	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Mount Baker Ranger District	\$20,000	\$1,878	Recreational Trails Program, Education
<a href="#">16-2489E</a>	Snoqualmie Volunteer Ranger Coordinator	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	\$20,000	\$13,548	Recreational Trails Program, Education
<a href="#">16-2297E</a>	Cle Elum Winter Trail Patrol	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	\$20,000	\$13,548	Recreational Trails Program, Education
<a href="#">16-2415E</a>	Cle Elum-Snoqualmie Pass I-90 Corridor Winter Education	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	\$20,000	\$13,548	Recreational Trails Program, Education
<a href="#">16-2548E</a>	Entiat and Lake Wenatchee Snow Rangers	U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District	\$20,000	\$13,548	Recreational Trails Program, Education
<a href="#">16-2232E</a>	Pomeroy Ranger District Winter Trail Patrol	U.S. Forest Service, Umatilla National Forest, Pomeroy Ranger District	\$10,000	\$4,676	Recreational Trails Program, Education
<a href="#">16-2675M</a>	Maintaining Forest Service Trails	Backcountry Horsemen of Washington	\$150,000	\$101,610	Recreational Trails Program, General
<a href="#">16-2724M</a>	Statewide Volunteer Trail Maintenance	Evergreen Mountain Bike Alliance	\$150,000	\$101,610	Recreational Trails Program, General
<a href="#">16-2513M</a>	Okanogan Highlands Snowmobile Program	Washington State Parks and Recreation Commission	\$79,406	\$53,790	Recreational Trails Program, General
<a href="#">16-2511M</a>	South Cascades Snowmobile Trail Program	Washington State Parks and Recreation Commission	\$150,000	\$69,600	Recreational Trails Program, General
<a href="#">16-2464M</a>	Gifford-Pinchot National Forest Wilderness Trails Maintenance	U.S. Forest Service, Umatilla National Forest, Pomeroy Ranger District	\$134,624	\$91,194	Recreational Trails Program, General
<a href="#">16-2259M</a>	Darrington Backcountry Trail Maintenance	U.S. Forest Service, Gifford-Pinchot National Forest, Cowlitz Valley Ranger District	\$150,000	\$101,610	Recreational Trails Program, General

Project Number	Project Name	Sponsor	Grant Request	Funds Approved	Grant Program and Category
<a href="#">16-2429M</a>	Alpine Lakes Trail Maintenance	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Darrington Ranger District	\$150,000	\$101,610	Recreational Trails Program, General
<a href="#">16-2524M</a>	Evans Creek Off-road Vehicle Maintenance	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	\$75,000	\$50,805	Recreational Trails Program, General
<a href="#">16-2700M</a>	Snowmobile Trails Maintenance	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	\$64,000	\$43,354	Recreational Trails Program, General
<a href="#">16-2529M</a>	Pacific Northwest Scenic Trail Deferred Maintenance	U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District	\$136,600	\$40,687	Recreational Trails Program, General
<a href="#">16-2504M</a>	Naches Ranger District Motorized Trail Deferred Maintenance	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Ranger District	\$150,000	\$101,610	Recreational Trails Program, General
<a href="#">16-2231M</a>	Pomeroy Ranger District Trail Grooming	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	\$40,000	\$27,096	Recreational Trails Program, General
<a href="#">16-2249M</a>	Statewide Backcountry Trail Maintenance	U.S. Forest Service, Umatilla National Forest, Pomeroy Ranger District	\$150,000	\$101,610	Recreational Trails Program, General
<a href="#">16-2248M</a>	Statewide Volunteer Trail Maintenance	Washington Trails Association	\$150,000	\$101,610	Recreational Trails Program, General
<a href="#">16-2250M</a>	Statewide Youth Volunteer Trail Maintenance	Washington Trails Association	\$98,000	\$66,385	Recreational Trails Program, General

## Projects Completed and Closed from June 1, 2017 and August 31, 2017

Project Number	Project Name	Sponsor	Program	Closed On
<a href="#">14-1492D</a>	Qwuloolt Estuary Trail Development	Marysville	Aquatic Lands Enhancement Account	06/08/17
<a href="#">12-1120C</a>	Woodard Bay Natural Resources Conservation Area Public Access and Education	Washington Department of Natural Resources	Aquatic Lands Enhancement Account	07/19/17
<a href="#">12-1797D</a>	Tokeland Marina Redevelopment Phase 1	Port of Willapa Harbor	Boating Facilities Program, Local	06/15/17
<a href="#">12-1780P</a>	John Wayne Pioneer Trail, Malden to Rosalia Trail Development	Washington State Parks and Recreation Commission	Nonhighway and Off-road Vehicle Activities, Nonmotorized	06/28/17
<a href="#">14-1331D</a>	John Storvik Spray Park and New Restroom	Anacortes	WWRP Local Parks	06/23/17
<a href="#">12-1143A</a>	Kitsap Forest and Bay Shoreline Access	Kitsap County	WWRP Water Access	07/07/17
<a href="#">12-1287C</a>	Short Family Farm	Jefferson Land Trust	WWRP Farmland Preservation	06/12/17
<a href="#">15-1346D</a>	Athletic Field for the Lower Elwha Klallam Tribe	Lower Elwha Klallam Tribe	Youth Athletic Facilities, Renovation	06/20/17
<a href="#">15-3141D</a>	Sehmel Homestead Park Infields and Warning Tracks	Peninsula Metropolitan Park District	Youth Athletic Facilities, Renovation	07/05/17

\* WWRP = Washington Wildlife and Recreation Program

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017  
**Title:** State Comprehensive Outdoor Recreation Plan: Adopt Final Plans  
**Prepared By:** Adam Cole, Natural Resource Policy Specialist  
Leslie Connelly, Natural Resource Policy Specialist

#### Summary

This memo includes a final draft state comprehensive outdoor recreation plan, state trails plan, state community athletic facilities plan and grants program plans for boating and Nonhighway and Off-road Vehicle Activities. Staff recommends approval of the final draft plans.

The plans were prepared to meet federal and state requirements. The state comprehensive outdoor recreation plan is required to administer the Land and Water Conservation Fund. The state trails plan is required to administer the Recreational Trails Program. The Recreation and Conservation Office accepted public comment on the draft plans for 30 days. After board action, the state comprehensive outdoor recreation plan will be submitted to the Governor for final approval and then to the National Park Service for final acceptance.

#### Board Action Requested

This item will be a: ☒ Request for Decision  
☐ Request for Direction  
☐ Briefing

**Resolution:** 2017-32

## Background

### Why We Plan

The state comprehensive outdoor recreation plan (SCORP) provides a strategic direction for how local, regional, state, and federal agencies, together with tribal governments, and private and non-profit partners, can assure the effective and adequate provision of outdoor recreation and conservation to meet the needs of Washington State residents. It lays the foundation and context that will help guide decisions and determine how to invest limited funding on the most important recreation and conservation needs. The Recreation and Conservation Funding Board (board) implements the state plan priorities in a unifying strategy with set of goals and actions for the next five years.

The final draft SCORP for the next five years is titled the 2018-2022 Recreation and Conservation Plan for Washington State.



## Federal and State Requirements

The 2018-2022 Recreation and Conservation Plan is intended to meet requirements of the National Park Service to create a state comprehensive outdoor recreation plan to maintain eligibility for federal [Land and Water Conservation Funds](#). The Federal Highways Administration also requires states to use a state comprehensive outdoor recreation plan or trails plan to guide funding in the [Recreational Trails Program](#).

In addition, the state plan meets the requirements for the board and the Recreation and Conservation Office to create plans for:

- State Trails
- State Athletic Facilities, and
- Nonhighway and Off-road Vehicle Activities.

Finally, the Boating Grants Program Plan is developed to align grant funding with the needs of recreational boaters and facility providers.

These state and federal laws authorize the development of the 2018-2022 Recreation and Conservation Plan and its associated recreation specific plans:

- [Land and Water Conservation Act](#) Section 6(d)
- [Recreational Trails Program](#) in Title 23 of the United States Code Section 206
- Recreation Trails System Act [Revised Code of Washington 79A.35](#)
- Off-road, Nonhighway and All-Terrain Vehicles Act in [Revised Code of Washington 46.09.370](#) and the Nonhighway and Off-Road Vehicle Activities Program Account, [Revised Code of Washington 46.09.510](#).
- Community Outdoor Athletic Fields Act, [Revised Code of Washington 79A.25.820](#)
- Strategic plan for recreation and conservation in [Revised Code of Washington 79A.25.020\(3\)](#)
- Unified strategy for outdoor recreation needs in [Revised Code of Washington 79A.25.005\(1\)\(a\)](#)

## Additional Background Information

The board discussed the direction, content, and recommendations for the plans and strategy at a number of board meetings over the past 2 years. Additional background information can be found in previous board meeting memos and minutes on the board's Web site. The following meetings included discussions that informed the final draft plans in this memo.

- [Item 10, September 16-17, 2015](#)
- [Item 15, November 18-19, 2015](#)
- [Item 4, May 10-11, 2017](#)
- [Item 7, July 12-13, 2017](#)

## Final Draft Plans

### Web-based Format

The plans are on the Web at [www.rco.wa.gov/StateRecPlans/](http://www.rco.wa.gov/StateRecPlans/). The Web site will reflect the final draft recommendations by October 1. The Web site includes the state plan, board's Unifying Strategy, and the four specific recreation plans for trails, athletic facilities, boating, and Nonhighway and Off-road Vehicle Activities.

The Web-based format was used to increase visibility and user interaction with the plan content and data. It also is accessible on multiple platforms including laptops, tablets, and cellular phones. An executive summary will be produced to provide a visually appealing handout of the plan highlights.

### **Umbrella Approach**

As directed by the board, staff undertook all planning requirements in concert and produced plans to complete the board's planning work for the next 5 years. A new state comprehensive outdoor recreation plan will be due to the National Park Service in December 2022 for the next 5-year period. It is the board's discretion whether to continue with this umbrella approach to produce all planning requirements at the same time.

### **Maps**

For the first time, the plan includes three interactive maps:

[Mapped Inventory](#) – The first map is an inventory of outdoor recreation and conservation land and facilities. The mapped inventory is the foundation for understanding the current resources available and planning to address the public's demand for recreation opportunities.

[Grant Application Data Tool](#) – The second map is a tool for applicants applying for grants from the Recreation and Conservation Funding Board. The grant application data tool identifies specific population characteristics that are important to implementing the board's Unifying Strategy.

[Level of Service Analysis](#) – The third map is an assessment of the geographic distribution of recreation and conservation lands across the state. This "level of service" analysis measures park equity and the distribution and access to parks based on different types of facilities available.

### **Stories**

Also for the first time, the plan includes success stories from projects across the state. The stories also help showcase specific priorities and recommendations in the plan. Explore the stories [here](#).

## **Public Participation**

Involving the public and stakeholders is a key element of developing the state plan and associated specific recreation plans. The Recreation and Conservation Office engaged with external interests in a number of different ways and formats.

### **Planning Advisory Committee**

The office formed a Planning Advisory Committee to provide assistance and feedback on the agency's planning efforts. The members of the committee contributed greatly to the planning work providing feedback on the drafts plans and advising on public outreach efforts. The office acknowledges the committee's tremendous effort. For a list of committee members, click [here](#).

### **Grant Program Advisory Committees**

The board's grant program advisory committees were engaged over the past year to vet early plan recommendations, solicit new ideas, and get early feedback on draft materials. The following grant program advisory committees were contacted throughout this planning process:

- Aquatic Lands Enhancement Account
- Boating Programs

- Land and Water Conservation Fund
- Nonhighway and Off-road Vehicles Activities Program
- Recreational Trails Program
- Washington Wildlife and Recreation Program - Local Parks
- Washington Wildlife and Recreation Program - Trails
- Washington Wildlife and Recreation Program – Water Access

### Other Outreach

Staff worked diligently to connect with organizations and make presentations throughout the planning process to further vet ideas and draft recommendations. Much of this outreach was very informal and resulted in a broader set of feedback beyond the work with the advisory committees. Below is a list of the organizations that staff connected with over the past two years.

- 2016 Washington State Trails Conference Session
- 2017 Washington Recreation and Parks Association Conference Session
- Agency Boating Committee
- Backcountry Horsemen of Washington State
- Big Tent Coalition
- Evergreen Mountain Bike Alliance
- Interagency Committee on Active Transportation
- Pacific Coast Joint Venture
- Recreational Boaters Association of Washington
- Washington Boaters Alliance
- Washington Coalition to Promote Physical Activity
- Washington Department of Ecology
- Washington Department of Health
- Washington Department of Natural Resources
- Washington Department of Transportation
- Washington Off Highway Vehicle Alliance
- Washington Recreation and Parks Association
- Washington State Commission on Asian American and Pacific Islander Affairs
- Washington Trails Association
- Washington Wildlife and Recreation Coalition
- Washington Department of Fish and Wildlife
- Washington State Parks and Recreation Commission
- Washington State Parks and Recreation Commission Paddlesport Advisory Committee
- U.S. Forest Service

### Formal Public Comment Notice

In addition to the informal outreach discussed above, the draft plans were available for formal public comment from August 10 to September 10, 2017. Public notice was sent to more than 2,500 individuals via email. Reminder notices were sent halfway through the comment period. Notice was also published on the office's Web site, Facebook, and Twitter. Press release was sent to all major news outlets across the state and media attention was received in nine articles listed below.

- [Big Tent News](#) (8/9/17)
- [Public](#) (8/10/17)
- [Grays Harbor KXRO 101.7 FM](#) (8/14/17)

- [RV Daily Report](#) (8/15/17)
- [Peninsula Daily News](#) (8/16/17)
- [Wenatchee Koho101 FM](#) (8/17/17)
- [Chelan](#) KOZI 93.5 FM (8/18/17)
- [Centralia Chronicle](#) (8/22/17)
- [Yakima Herald](#) (9/4/17)

## **Summary of Public Comment Received**

Forty-three comments were received on all of the plans and the board's Unifying Strategy. Appendix A is a table of all comments received and staff's response to the comments. Below is a summary of comments received by topic and changes proposed in response. Overall, the outcome of the public comment is better plans with clearer recommendations for the next 5 years.

### *State Recreation and Conservation Plan and Board's Unifying Strategy - Public Comments Summary*

Twelve comments were received on the State Recreation and Conservation Plan and the Board's Unifying Strategy. The majority of comments (8) were from private citizens. The remaining commenters (4) were from local and state government and nonprofit organizations. Overall, comments were supportive with suggestions on clarifications and improvements.

Staff made revisions to the state plan to clearly link the plan with the board's Unifying Strategy, provide more details in the recommendations, and reorganized content to better reflect the plan structure. In some cases, details that are more specific on how to implement certain recommendations could not be provided, but staff acknowledged that ongoing discussions would help provide further direction to recreation service providers and land managers.

There were some suggestions from the public that were not implemented. One commenter suggested creating new priorities to engage youth leaders in recreation and conservation and to support nonprofit organizations. While not included as additional priorities, the plan was bolstered with these recommendations within the existing plan priorities.

Another comment that was not addressed is the preference to fund projects in urban areas as required by [Revised Code of Washington 79A.25.250](#) because this is already a state law.

### *Evaluation Criteria Changes - Public Comments Summary*

One of the action items in the board's Unifying Strategy is to revise the evaluation criteria in five of the grant programs to incorporate a question on meeting state priorities for underserved populations and improve health conditions. Staff received two comments on the proposed changes. Both comments were supportive. Minor revisions were also made to the Land and Water Conservation Fund criteria in response.

### *State Trails Plan – Public Comments Summary*

Staff received twelve comments on the draft State Trails Plan. All but one commenter supported the plan. Commenters provided valuable suggestions on improvements to the plan goals and recommendations, many of which were incorporated. Overall, the trails community is interested in a full gap analysis of the trails system across the state, which is a laudable goal and is a recommendation in the Washington State Trails Strategic Plan. More resources will be needed to achieve this goal. In addition, of those who commented about whether to reinvigorate the State Recreation Trail Designation program, all were in support and provided suggestions about ways to move forward.

### *State Community Athletic Facilities Plan – Public Comments Summary*

Three comments were received on the draft Community Athletic Facilities Plan. All commenters generally supported the plan. One person requested more emphasis on water-based competitive sports like sailing and kayaking. Staff responded that water-based facilities are better addressed in the Boating Grants Program Plan. Other suggestions from commenters were incorporated.

Staff recognizes that this is the first State Community Athletic Facilities Plan prepared. In general, there appears to be less need for this type of specific recreation plan. Typically, athletic facilities are covered adequately in the state plan. The board may wish to consider whether or not to continue with this specific plan in the future. The Community Outdoor Athletic Facilities Act suggests, but does not require the board to prepare this plan.

### *Boating Grants Program Plan - Public Comments Summary*

Staff received six public comments on the Boating Grants Program Plan: two from local governments and four individuals. There is no opposition to the plan. All commenters provided support for the plan, but proposed some updates to the draft.

One commenter asked that the plan contain an item that looks at the policy requirement that fundable facilities must be for transient boaters. The commenter stated that many facility providers that have mostly permanent or commercial moorages still provide a service to recreational boaters and therefore should be allowed to compete for grants. Staff did not update the plan in light of this suggestion. In addition, the commenter suggested evaluating the needs of facility providers as well as boaters in any needs assessment and include an evaluation of needs for urban versus rural boaters and providers. These issues were added to the plan.

### *Nonhighway and Off-road Vehicle Activities Grant Program Plan - Public Comments Summary*

Staff received eight comments on the draft Nonhighway and Off-road Vehicle Activities Grant Program Plan: four from individuals and four from organizations. Nearly all of the commenters offered support for the plan and none opposed the plan. Most commenters had suggestions to further develop items within the plan itself.

Staff did not make changes to the draft plan in light of the following suggestions: expand non-profit eligibility, ensure Nonhighway and Off-road Vehicle Activities funds augment rather than replace an applicant's own funding, and coordinate planning and operations with other state and federal agencies. Each of these items requires authority and capabilities the office and the board do not currently have.

Staff added the following to the plan per commenters' suggestions: ensure thoroughness, equity, and accuracy in any fuel use study, state that off-road vehicle user satisfaction levels are lower than most other Nonhighway and Off-road Vehicle Activities supported activities, and monitor and respond to new trends in Nonhighway and Off-road Vehicle Activities recreation.

## **Staff Recommendation**

Staff recommends the board adopt the 2018-2022 State Recreation and Conservation Plan, associated specific recreation plans and the Unifying Strategy. Resolution 2017-32 is provided in Attachment B for the consideration.

## Next Steps

If approved, the 2018-2022 State Recreation and Conservation Plan will be submitted to the Governor for final approval and then sent to the National Park Service for final acceptance as required by the Land and Water Conservation Fund Act.

## Attachments

- A. Public Comments Received
- B. Resolution 2016-32

## Public Comments Received

### Comment Period

August 10 – September 10, 2017

### Index to Public Comments

## State Recreation and Conservation Plan Comments

#	Commenter	Comment	Staff Response
1	Shane Belson Washington State Department of Fish and Wildlife	<p><b>Addressing Changing Demographics</b> While I understand the intent/meaning of this sentence, it doesn't seem to be properly worded: "Between 2010 and 2040, the racial and ethnic percent of the population is expected to increase from 18% to 28%."</p> <p><b>Unifying Strategy</b> No link assoc w/ "click here" in sentence below: "Click here to see the changes to the evaluation criteria for the Land and Water Conservation Fund."</p>	<p>Thank you for your comments.</p> <p><b>Addressing Changing Demographics</b> The text has been revised to clarify the statement. "Between 2010 and 2040, the percent of people of color is expected to increase from 27 percent to 44 percent of the total population."</p> <p><b>Unifying Strategy</b> Thank you for letting us know about the broken link.</p>
2	Denetta Brown Vancouver, WA	<p>Hello, I would just like to know with certainty that any plans will include cost transparency, including realistic funding for maintenance of new acquisitions, improved trails, etc. into perpetuity. No point in buying, building, improving what cannot be well-maintained. Also, please ensure adequate parking.</p>	<p>Thank you for your comment supporting the need to address maintenance of new and improved recreation facilities. Maintenance is a priority in the state plan under <a href="#">Sustain and Grow the Legacy of Parks, Trails, and Conservation Lands</a> that include renovating and maintaining our existing facilities while creating new opportunities to meet the needs of a growing population. In addition to the priority in the plan, the Recreation and Conservation Funding Board recognizes the need to <i>Build</i>,</p>

#	Commenter	Comment	Staff Response
			<i>Renovate, and Maintain Parks and Trails</i> in its <a href="#">Unifying Strategy</a> . The board does this mainly through its grant programs and evaluating proposed projects with a set of criteria. Maintenance of new acquisition and recreation facilities is considered during the evaluation of the grant applications. In particular, acquisition of land for habitat conservation in the Washington Wildlife and Recreation Program must address maintenance and operation costs as part a change made in state law in 2016. Other grant programs also include evaluation of maintenance costs for new recreation projects as one of the criteria considered. Finally, costs to maintain trails is eligible for grant funding in the certain grant programs such as the Nonhighway and Off-Road Vehicle Account and the Recreational Trails Program.
3	Eric Burr Mazama, WA	It should be the policy to abolish the Discover Pass and only charge fees for motorized recreation. Self propelled trail use, horseback riding, and dogsledding should be subsidized by building and maintaining more trails. State Parks should be returned to adequate funding, and pressure should be put on Congress in DC to adequately fund National Parks and Forests, and to abolish the pass systems in place there too. Otherwise as a rather vague policy statement it looks good.	Thank you for your comment about the Discover Pass. The state plan does not address implementation of the Discover Pas. However, there is a reference in the state plan under <a href="#">Sustain and Grow the Legacy of Parks, Trails, and Conservation Lands</a> to such an effort. The Washington State Parks and Recreation Commission is working with The Ruckelshaus Center at the University of Washington to develop options to improve the Discover Pass. See the project <a href="#">Web page</a> for more information.
4	Karen Daubert Former Recreation and Conservation Funding Board Member Seattle, WA	I am pleased to see that the draft plan's first priority is to renovate facilities to meet today's growing recreation needs. This is especially critical in the trails community (hiker, biker, packer) where existing trails and related infrastructure (eg bridges and turnpikes) are continuing to disintegrate and where public agencies and volunteers cannot keep up. Forest fires are resulting in trails that are so timber-ridden that they are literally being lost. Flash floods and warming temperatures are resulting in entire trail systems being lost. I am writing to make sure that	Thank you for your comment. Yes, a recreation facility includes trails and associated infrastructure. We will work to make ensure trail infrastructure is adequately referenced through the state plan.



#	Commenter	Comment	Staff Response
		"trail facilities" and not simply buildings are included in this overall priority.	
5	Andrea Imler Washington Trails Association	<p>Washington Trails Association makes the following comments as they pertain to the Draft State Recreation and Conservation Plan.</p> <p><b>Priority: Sustain and Grow the Legacy of Parks, Trails, and Conservation Lands</b></p> <p>WTA strongly supports this priority. Washington is blessed with incredible recreation opportunities, which for many residents are an essential aspect of their lifestyles. Furthermore, recreation and conservation are a fundamental element of Washington's heritage and economy. As such, it is important that the legacy of our parks, trails, and conservation lands be sustained.</p> <p>WTA strongly supports the recommendation to renovate facilities to meet today's recreation needs. As the Plan notes, funding to maintain existing facilities is the largest challenge facing land managers and recreation service providers. With so many Washingtonian's enjoying recreation opportunities there is an immense need to fund maintenance and updates to existing infrastructure and facilities.</p> <p>The discussion in this section, however, lacked details on specific strategies or steps RCO recommends to address insufficient funding for existing facilities. There was a general statement around support from elected officials, funding agencies and the public for maintaining and improving facilities - however, it is unclear what type of support RCO envisions these stakeholders providing. Given our interest in this priority, we are eager to learn</p>	<p>Thank you for your comments on the state plan. Specific responses to your suggestions are below.</p> <p><b>Priority: Sustain and Grow the Legacy of Parks, Trails, and Conservation Lands</b></p> <p>The state plan priority to <a href="#">Position Recreation and Conservation as a Vital Public Service</a> includes ways to promote investment in parks, trails, and conservation lands. The priority discusses recommendations for communicating and promoting the multiple benefits of recreation and conservation and discusses funding sources and funding gaps as articulated in the 2017 Provider Survey. This priority is meant to foster more conversation about how to secure additional funding for new and existing facilities.</p> <p>The state plan has been revised to better link the goals in the Recreation and Conservation Funding Board's <a href="#">Unifying Strategy</a> with the plan priorities. The board's strategy includes specific goals that are within its authority to act on to implement the state plan.</p>

#	Commenter	Comment	Staff Response
		<p>how organizations such as WTA and the public will be engaged in this important work.</p> <p>WTA supports the other recommendations under this Priority, which includes:</p> <ul style="list-style-type: none"> <li>• Pursue regional solutions to recreation and conservation;</li> <li>• Build partnerships to leverage better results;</li> <li>• Coordinate recreation needs with planning for growth; and</li> <li>• Maintain residents level of satisfaction in recreation opportunities.</li> </ul> <p>Many of the recommendations under this priority are well aligned with WTA's mission and work. WTA has a strong focus on maintaining existing trails and working collaboratively to leverage better outcomes for trails and public lands. WTA appreciates RCO's recognition of the value of partnerships, regional approach, and work at the local planning level. While these recommendations and the discussion provided in this section are a good starting point there were a number of questions that remained unanswered around specific goals and what actions RCO would implement to achieve the outlined recommendations.</p> <p><b>Priority: Improve Equity of Parks, Trails, and Conservation Lands</b></p> <p>WTA strongly supports this priority. Improving equity in our public lands is a key focus of WTA's work. WTA established an organizational Diversity, Equity and Inclusion (DEI) statement nearly two years ago. Over the course of this year WTA has been working to update our DEI statement and develop a DEI plan that sets goals and</p>	<p><b>Priority: Improve Equity of Parks, Trails, and Conservation Lands</b></p> <p>RCO applauds WTA for developing a Diversity, Equity, and Inclusion statement and working toward meeting the needs of underserved populations. Such efforts can provide a positive impact to the organization, its members, and the public.</p>

#	Commenter	Comment	Staff Response
		<p>identifies strategies for integrating DEI into all of our program work. It is clear that there is a significant need to reduce barriers, improve access, and provide recreation opportunities to underserved populations.</p> <p>This section of the Plan examined the top recreation activities for several racial groups. This information is helpful in considering improving recreation opportunities for all. One important result of this analysis that was not stated is that the number one recreation activity for each of the ethnic groups is "walking in a park or trail setting." Between 84%-91% of respondents in all of the ethnic groups participate in this activity, clearly demonstrating the value of trails. This striking result should be clearly stated in the Plan. Additionally, this result suggests that the State Recreation and Conservation Plan should have a strong focus on maintaining and developing trails, which would improve recreation opportunities for all populations including currently underserved populations.</p> <p>Several recommendations under this priority address access issues, including building recreation facilities for underserved populations and providing experiences where people go most. WTA supports these recommendations. The issue of access is one of the largest challenges facing the recreation community. A number of issues can be prohibitive to access - proximity to public lands, transportation, financial cost (to pay for passes, permits, transportation, gear/equipment needed, etc.), as well as access to resources such as maps, training and safety classes among others. WTA believes the Plan would benefit from the inclusion of further discussion on how to improve access to trails and other recreation activities.</p>	<p>We agree that participation in walking activities needs to be highlighted. The state plan text has been revised to bring attention to this activity that is common across all demographics. References to walking as the #1 activity overall have been added as well as the charts showing participation rates have been improved to better show the participation rates.</p> <p>We agree that access to recreation facilities is of concern and should be further discussed in the plan. Similar comments were raised about the <a href="#">State Trails Plan</a>. The trails plan has been revised to include a discussion of access issues under the recommendation to <i>Improve Equity of Trails</i>. Including access issues in the trails plans addresses comments from WTA and other commenters.</p>

#	Commenter	Comment	Staff Response
		<p><b>Priority: Plan for Culturally Relevant Parks and Trails to Meet Changing Demographics</b></p> <p>WTA strongly agrees that the recreation community must provide recreation opportunities for the current population, while simultaneously planning for the anticipated population growth and change in demographics. While WTA supports this priority we believe that the stated recommendations fail to adequately address both current and future populations.</p> <p>This section includes a recommendation to create new and diverse opportunities. Although WTA agrees that it will be important to provide recreation opportunities for changing demographics, the discussion provided here may encourage the development of “new and diverse opportunities” that are not adequately informed. It is important that recreation providers are not developing “new and diverse opportunities” simply to check a box. Before creating new opportunities it is essential that land managers and recreation providers have adequate and accurate information about each population and their desired recreation opportunities. It’s important to ensure that changing and underserved populations, including local organizations that serve them, are included in the development of new recreation opportunities.</p> <p>While providing new opportunities to address changing demographics will be very important in the years to come, it is equally important that we maintain our existing and well loved recreation opportunities. This is especially true given the incredible need for supporting existing infrastructure. Again, the existing data as reported in this Plan shows that walking in a park or trail setting is the top</p>	<p><b>Priority: Plan for Culturally Relevant Parks and Trails to Meet Changing Demographics</b></p> <p>We agree that providers and land managers must first understand the needs of culturally diverse communities before moving forward with creating new opportunities. To provide better support, the state plan has been revised to include the discussion about participation rates by demographic characteristics to this priority. This data can help inform providers and land managers about different types of activities of interest to different segments of the population. This data is a first step and local providers should work with their local community to understand their specific outdoor recreation needs.</p> <p>We agree that there needs to be a balance between providing new opportunities and maintain existing opportunities. The state plan has been revised to include a reference to the need to balance limited funding.</p> <p>The Recreation and Conservation Funding Board’s <a href="#">Unifying Strategy</a> goal to make <i>Changes to the Grant Programs</i> identifies 3 populations as underserved: people of low income, people with disabilities, and people of color. In addition, the board is interested in improving health outcomes for the youth and adults. The board’s strategy includes changes to the evaluation criteria in 5 programs to address these underserved populations.</p>

#	Commenter	Comment	Staff Response
		<p>activity across all racial groups. It is clear that public lands and trails will remain one of the most desired recreation activities.</p> <p>One action RCO could take to help meet this priority would be determining the priority population(s) RCO will focus on improving recreation opportunities for. WTA is currently going through this process to help better inform our work and help us achieve our organizational DEI goals.</p> <p><b>Priority: Position Recreation and Conservation as a Vital Public Service</b></p> <p>WTA strongly supports this priority and appreciates its inclusion in the Draft State Recreation and Conservation Plan. Although outdoor recreation provides significant public value, the public and decision makers are often unaware of the value outdoor recreation provides in the form of health benefits, jobs, tax revenue and economic growth. In order to receive adequate funding it is imperative that decision makers understand the public value that recreation and conservation provides. While this is always true, it is even more critical as the ability to keep pace with sustaining existing infrastructure gets harder and maintenance backlogs increase. This priority includes five recommendations, all of which are key to sustaining and growing recreation and conservation in Washington.</p> <p>WTA is pleased to see that the RCO will pursue an update of the 2015 Economic Analysis of Outdoor Recreation in Washington State. Demonstrating the public value of recreation on conservation with economic data is essential to securing the funding at the local, state and federal</p>	<p><b>Priority: Position Recreation and Conservation as a Vital Public Service</b></p> <p>Thank you for your comments and support for this priority.</p>

#	Commenter	Comment	Staff Response
		<p>level. This is often the most influential information for decision makers.</p> <p><b>Recreation and Conservation Funding Board's Unifying Strategy</b></p> <p>Strategies one through five are all discussed and related to recommendations in the previous section. It would be helpful to have these strategies also included with their respective priority and recommendation above and indicated as a Board priority.</p> <p>One of the proposed strategies is "Distribute Funds Equitably Across the State." WTA has concerns about this recommendation. While WTA strongly supports work to improve equity of parks, trails and conservation lands, it is not clear exactly how this recommendation would be implemented or that achieving this recommendation would improve equity. The proposed assessment of equity is based on the percentage of a population living within a certain proximity of local, regional, state and federal recreation opportunities viewed through the context of population density. An issue not acknowledged or addressed by using these measures is that a significant number of Washingtonian's recreate in places hours away from where they live. Although it's important to ensure that there are recreation opportunities in close proximity to all residents it is critical to plan and distribute funding based on where people recreate as well. There are also numerous areas around the state that have small resident populations but see a significant influx of people visiting to recreate. It is important that recreation infrastructure that sees the heavy use is adequately funded.</p>	<p><b>Recreation and Conservation Funding Board's Unifying Strategy</b></p> <p>The Web site will be revised to provide better navigation and connectivity between the state plan and the board's strategy. Graphics and text revisions should assist with linking the priorities and recommendations with the strategy and goals.</p> <p>The goal to <i>Distribute Funds Equitably Across the State</i> is meant to address the geographic distribution of outdoor recreation facilities. Underserved populations are addressed in the board's goal to make <i>Changes to the Grant Programs</i> as discussed in the comment above.</p> <p>The measures considered in the Level of Service analysis include both a local perspective and a backcountry or wilderness perspective. The local measures are the distance to neighborhood, local, or regional park. This measure has been revised to also included population density. The backcountry measure is an hour away from a state or federal recreation area. This measure is intended to provide a benchmark for those places that people must travel a distance from home to get there. The concern about small communities that rely on recreation tourism may be most captured in the state or federal measure, but further analysis would be needed to consider the inventory or facilities with the Level of Service measures. RCO looks forward to continuing this conversation to refine and improve the measures.</p> <p>Thank you for your comments. The Web site will be revised to improve navigation and links between the state plan and the board's strategy.</p>

#	Commenter	Comment	Staff Response
		<p><b>Conclusion</b></p> <p>WTA extends our appreciation to the Recreation and Conservation Office for the time and energy spent developing the Draft State Recreation and Conservation Plan and incorporated Draft State Trails Plan. The Draft State Recreation and Conservation Plan is an excellent starting point for the implementation of a comprehensive strategic plan for recreation and conservation in Washington. The Plan includes several critical Priorities with key recommendations. WTA believes that this Plan would be bolstered by the inclusion of additional details as well as the inclusion of specific strategies for achieving the stated recommendations. This information would provide a clear understanding among all stakeholders in the recreation community about the path forward. WTA would welcome the opportunity to assist with further discussions and development of strategies for achieving the priorities of these Plans. We are ready to dig-in to this work and believe other stakeholders in the recreation and conservation community are too.</p>	
6	Kevin Killeen Land and Water Conservation Fund Advisory Committee Member Bellevue, WA	<p>Thank you for the opportunity to comment on the Draft 2018-2023 State Recreation and Conservation Plan. Given that most of my professional experience has been at the national level, I am excited to learn more about the advancement and enjoyment of recreation and conservation at the state and local levels. I do have a lot to learn, however, so thank you for tolerating any comments I make that reflect some lack of awareness or understanding. My freshman level involvement also affects the kinds of comments I will make – proportionally heavier on proofreading and presentation while lighter on some of the substance.</p>	<p>Thank you for being on a volunteer advisory committee member and providing comments on the state plan.</p>

#	Commenter	Comment	Staff Response
		<p><b>General Comments</b></p> <p>1. Kudos on the plan's emphases on getting youth outdoors, improving equity, and changing demographics. As current and future technologies and our nation's political climate and will challenge these goals, recognition of their importance certainly supports their attainment.</p> <p>2. Suggested Recommendation: Develop Future Recreation/Conservation Leaders. I suggest adding a more explicit recommendation developing future conservation and recreation professionals and supporters. The dedication and enthusiasm of park and conservation professionals in the public sector always impresses me, as have the individuals in related political and nonpolitical nonprofits. They do seem proportionally older (and whiter) though. Maintaining and expanding the great resources we currently have depend on the dedication and diligence of these professionals, the commitment of related NGOs, and the political support of individuals and organizations. Given the current appeal and financial reward of technology and engineering based careers, I worry about whether enough youth will pursue outdoor/conservation careers. Also, I fear the lure of various screens and virtual experiences gobbling up peoples' time makes them less concerned about the real world, and less likely to invest politically in supporting it. While the draft's recommendations (e.g. getting youth outdoors, improving equity) do support this, I believe the importance of developing future leaders merits a separate recommendation. Having this in the plan, and the plan's influence on RCO funding, would further encourage projects that support, for example, youth environmental education programs.</p>	<p><b>General Comments</b></p> <p>1. Thank you for your comments about youth, equity, and demographics.</p> <p>2. We agree that engaging youth can help foster the next generation of leaders. The state plan has been revised to include recognition of this opportunity as part of the <a href="#">Get Youth Outside</a> recommendation. While not added as a separate priority, discussion was added to the part of this recommendation about environmental education. In addition, a link was made between youth and the recommendation to <a href="#">Improve Equity of Parks, Trails, and Conservation Lands</a> as a reminder that youth programs also need to consider the needs of underserved populations.</p>



#	Commenter	Comment	Staff Response
		<p>3. Suggested Recommendation: Foster and nonprofits focused on outdoor recreation and conservation. At the Federal level, I was quite aware of the value that non-profit “friends of X National Park” organizations played as well as other park affiliated organizations such as the North Cascades Institute. Through my volunteer work and other efforts to learn more about state and local recreation, I have become amazed at the tremendous number of organizations, the countless hours of associated volunteer time, and the financial contributions supporting the planning, development, operation, advocacy, and maintenance of recreation resources and/or conservation. These organizations address many needs that otherwise would go unaddressed given limited public agency resources. They also tap local enthusiasm for and knowledge of needs and resources, and invaluable foster ownership and future support of developed resources. The “Build Partnerships” recommendation somewhat recognizes this value, but I believe the plan could more strongly encourage with a specific recommendation to continue to support and foster recreation and conservation nonprofit organizations. I am not aware of quantifiable measures for Washington (maybe something we could seek in developing the 2023-27 plan!), but the National Park Service reports it had 340,000 volunteers in 2016, compared to approximately 22,000 employees. I would not be surprised to find a similar ratio in Washington.</p> <p>4. Native Americans – This is perhaps more a question than a comment. The plan has the Billy “Whiteshoes” story, and mentions tribes in a place or two, but I am curious whether, if, and how Washington has</p>	<p>3. We agree that nonprofits fill a valuable role in supporting outdoor recreation and conservation efforts. While not added as a separate priority, additional discussion of the role of nonprofits and volunteers has been added to the recommendation to build partnerships in the priority to <a href="#"><u>Sustain and Grow Our Legacy of Parks, Trails, and Conservation Lands</u></a>.</p> <p>4. The Recreation and Conservation Office strives to include Native American tribes in its grant programs, both in an advisory capacity on committees as well as applicants. Tribes are eligible for grant funding in a number of the grant programs. The office</p>

#	Commenter	Comment	Staff Response
		<p>pursued relationships with tribes relative to outdoor recreation. I know the Makah encourage outdoor activities, and wonder about the possibility of increasing partnerships and our residents' understanding and appreciation for the history and lives of Native Americans.</p> <p><b>Web-based Plan Presentation</b>          Perhaps because in part I am a bit old school, and in part because the plan and its presentation are drafts, I found it challenging to review as presented. While I understand and support the desire to make the plan attractive and available for experience with contemporary media such as phones, for review purposes I longed for a simple .pdf I could mark up without having to remember and find where I had left off.</p> <p>Browser compatibility – While I am aware that problems with Internet Explorer are common, I have read and experienced that Microsoft resolved almost all of them with the Edge browser associated with Windows 10. I started reviewing the draft using Edge, but had difficulty with the top menu (i.e. Home ... Draft State Plan ... etc.). Chrome worked fine, as did using Safari on an iPad. If availability on contemporary media represents a goal, then ideally it would work with all common browsers (including Edge I would think, given that Washington represents Microsoft's home). At a minimum, I encourage you to include a home page note that indicates what browsers the plan supports/requires.</p>	<p>collected data on outdoor recreation activities of Native Americans in the 2017 Assessment of Demand survey; however, while the response rate was reflective of the percent within the statewide population, there were not enough responses from to present statistically valid data. (The survey response rate for Native Americans was 1.9% compared to the 2010 census of 1.5%.) The office will continue to pursue efforts to support outdoor recreation for Native Americans though program outreach efforts.</p> <p><b>Web-based Plan Presentation</b>          We're sorry that it was difficult to navigate the Web site. The final version will have a print feature as well as a printable executive summary. We were not able to replicate the issues with the Web browser so we are unsure how to resolve the issue you were having. The site works with all the common Web browsers. The footnotes will be formatted and displayed consistently throughout the Web site in the final version.</p>

#	Commenter	Comment	Staff Response
		<p>Footnote links – many of the footnote links in the format [1] did not work, or shifted the view to some seemingly random spot on the current page. Hopefully someone will click on every one of these to make sure they get to the correct place before plan finalization.</p> <p><b>Home Page</b></p> <ul style="list-style-type: none"> <li>• Purpose of the Plan – I suggest a somewhat more elaborate paragraph under the “Welcome” heading that indicates the plan’s purpose, or at least a static link there where a reader can find this. When I went back to look at this just now I noticed for the first time the “Learn More” on the rotating photos, and that if you click on it when it has the Mount Rainier Background you get to a “WHY WE PLAN.” That text works for me, but I feel it should appear near the top the home page, or be easily reachable via a link called something like “Why we Plan” visible near the top of the home page, and not something easy to miss in the rotating photos.</li> <li>• EXECUTIVE MESSAGE placement – moving this closer to the top, and certainly before the links to the recommendation categories (not sure if you call them categories, but I mean Sustain Our Legacy, Improve Equity, etc.) would somewhat address the Purpose issue I raised in my previous comment.</li> <li>• MAPPED INVENTORY – this block of the pages lacks a “MAPPED INVENTORY” title font, size, and capitalization consistent with the other block/sections - “EXECUTIVE MESSAGE” and “OTHER DRAFT PLANS.”</li> <li>• Top menu “Draft State Plan” and “Draft Recreation Plans.” These labels are confusing to me in that the Draft State Plan” is in large part a recreation plan. I recognize space is limited there. Would “Comprehensive Plan” along with “Associated Plans” or “Supporting Plans” work?</li> </ul>	<p><b>Home Page</b></p> <p>Improvements will be made to the Web site to make it easier to navigate and find introductory information Also, consistency of the layout and fonts as well as placement of information will be shared with the Web designers to identify where improvements can be made.</p>

#	Commenter	Comment	Staff Response
		<ul style="list-style-type: none"> <li>Consistency – the top (green) menu selection has the label “Draft Recreation Plans” but the end of the page inconsistently labels these “OTHER DRAFT PLANS.”</li> </ul> <p><b>Sustain the Legacy</b></p> <ul style="list-style-type: none"> <li>I applaud the Build Partnerships recommendation.</li> <li>Should you concur with my earlier suggestion to include a specific recommendation to support and foster nonprofits, I suggest adding it to this Sustain the Legacy group.</li> <li>Regarding the Lake Sammamish SP story – the Mountains to Sound Greenway Trust has partnered with and invested in this park (which also houses the Greenway’s field office) for a couple decades now. It has done much of the actual hands on work in the “restoration along the creeks and shoreline” mentioned in the story. Over the years, the Greenway has sponsored countless restoration events in the park involving thousands of volunteers. It also conducts environmental education programs for youth in the park. Relative to my previous comment, a brief mention in the story of the partnership between the Park and the Greenway would nicely demonstrate the value of nonprofit contribution.</li> </ul> <p><b>Improve Equity</b></p> <ul style="list-style-type: none"> <li>In addition to building facilities for underserved populations, how about a recommendation to provide youth environmental education programs for the underserved? Maybe no RCO fund would directly support that, but I understand the plan’s purpose is not strictly about RCO funding. Schools, nonprofits, and cities (Seattle anyway, I think) are making this effort to at least some extent, and explicit support in the plan will encourage additional efforts.</li> </ul>	<p><b>Sustain the Legacy</b></p> <ul style="list-style-type: none"> <li>See previous responses regarding nonprofits and volunteers.</li> <li>Thank you for the information about the partnership at Lake Sammamish State Park. We will review the story map text with State Parks and consider adding reference to the Mountains to Sound Greenway.</li> </ul> <p><b>Improve Equity</b></p> <ul style="list-style-type: none"> <li>See previous responses about engaging youth and underserved populations.</li> </ul>

#	Commenter	Comment	Staff Response
		<ul style="list-style-type: none"> <li>• A “story” link on this page exemplifying the “Locate/build” recommendation would enhance this section (e.g. Billy “Whiteshoes”).</li> <li>• Regarding the Top 10 table, does the “Whites” population group need to be the first listed?</li> <li>• Also regarding the Top 10 table, I would prefer to see all the groups in a single table so that I could more easily compare them. Since the Top 10 aren’t the same for every group, the title would change to something like “The Most Popular Activities.”</li> </ul> <p><b>Address Changing Demographics</b></p> <ul style="list-style-type: none"> <li>• The Wenatchee Kiwanis Park story is great!</li> <li>• Regarding Active Seniors, how about including an example or two of what this might entail (e.g. pickle ball courts)?</li> </ul> <p><b>Unifying Strategy</b></p> <ul style="list-style-type: none"> <li>• Regarding my comment about the plan’s purpose, one of them is clearly to guide the RCFB’s actions, as listed here. I would also include this explicitly in the Purpose / Why we Plan section, or at least include a hyper link from there to here.</li> <li>• In the “Build, Renovate...”Strategy, the percentages in the table do not add up to 100. If not a mistake, this needs better explanation. Perhaps the immediately preceding paragraph attempts to explain this, but I do not find this clear. Also, if the immediately preceding paragraph, which starts with footnote indicator [1], is indeed the footnote to the table which also has a [1]</li> </ul>	<ul style="list-style-type: none"> <li>• The Meadow Crest Accessible Playground in Renton is the story map that links with this priority, however, it was mistakenly left off the page. The story map will appear with this priority for the final Web site.</li> <li>• The format for the tables displaying participation rates by race and ethnicity will be revised to a different interactive format that is more visually appealing. The charts will also be moved to the <a href="#">Address Changing Demographics</a> priority, as they fit better with the discussion about planning for culturally relevant parks and trails.</li> </ul> <p><b>Address Changing Demographics</b></p> <ul style="list-style-type: none"> <li>• Thank you for your comments on the Wenatchee Kiwanis Park story map.</li> <li>• Examples will be added regarding the types of senior activities that improve physical activity. In addition, a chart of participate rates of seniors will be added to provide data on the activities in demand.</li> </ul> <p><b>Unifying Strategy</b></p> <ul style="list-style-type: none"> <li>• Agreed. Further reference will be added to the state plan to the Recreation and Conservation Funding Board’s Unifying Strategy. In addition, reference will be made as to which goals in the board’s strategy implement the recommendations in the plan.</li> <li>• The funding table is not meant to add up to 100 percent. The percentages reflect the portion of an organizations’ funding that comes from the Recreation and Conservation Office. This point will be clarified in the strategy.</li> <li>• The Wetlands section has been reviewed by the National Park Service and meets the requirements. Reference to the Department of Ecology’s Wetlands Program Plan is the way Washington State meets the requirements of the U.S. Fish and</li> </ul>

#	Commenter	Comment	Staff Response
		<p>at the table title's end, then should not the actual footnote come after the table?</p> <ul style="list-style-type: none"> <li>In the "Conserve Habitat" Strategy, the Wetlands section does not seem to meet the requirements in the NPS LWCF State Assistance Program Manual. Or is it the intent that the document accessible via the link meets these requirements? If so, then I suggest specifically stating that on this page. Also, if this is indeed the case, perhaps the Wetland Plan could be included with the "Associated Plans" as I suggested in the fourth bullet in my comments on the Home Page.</li> </ul> <p><b>Draft Recreation Plans Home Page</b></p> <ul style="list-style-type: none"> <li>Proofreading – This page contains several spelling errors including "atheltics" and "boaing" and "recreantional" and "Nonighway." Also "includes" should be "include."</li> <li>The acronym RCFB appears before "Recreation and Conservation Funding Board" is spelled out.</li> <li>Similarly, the acronym NOVA appears in the text before spelled out lower in the box for the NOVA plan.</li> </ul> <p><b>Explore Stories</b></p> <p>The Senator Jackson Park contains an explicit link between the project and three of the priorities in the SCORP. This strengthens the story's relevance to the plan, and the plan's relevance to real world needs. I encourage including a similar explicit link to plan priorities/recommendations for all the stories.</p> <p><b>Maps</b></p> <p>In general, the maps are impressive and I imagine they will serve as valuable planning tools. Kudos on their</p>	<p>Wildlife Service's National Wetlands Priority Conservation Plan. A link to the state's Wetlands Program Plan is provided.</p> <p><b>Draft Recreation Plans Home Page</b></p> <ul style="list-style-type: none"> <li>Edits and proofreading will be complete for the final Web site.</li> </ul> <p><b>Explore Stories</b></p> <p>Thank you for this suggestion. We will incorporate plan priorities and recommendations directly into the story maps, as appropriate.</p> <p><b>Maps</b></p> <p>Thank you.</p>

#	Commenter	Comment	Staff Response
		<p>development and the ongoing effort to populate and maintain them.</p> <p>I suggest the order for the vertical list of maps (Mapped Inventory, Grant Application, Level of Service) match the horizontal order in which the graphic links for them appear below. Alternatively, simply drop the vertical list of maps and incorporate the removed text into the descriptions below the horizontal map images/links.</p> <p>Level of Service Analysis Map</p> <ul style="list-style-type: none"> <li>• In the map legend, add descriptions to indicate what each of the three "Service Tiers" represents without having to look elsewhere. I do not know how these tiers are defined and do not see anywhere in the plan where I can find out.</li> <li>• Over the various times I have opened this map I experienced highly variable load times, including times when I thought it had frozen. If possible, I suggest adding a statement in the legend area such as "Note: It may take a few minutes for this map to load, or to update when zoomed in or out. The spinning circle in the lower right corner of the map indicates loading is in progress."</li> <li>• The Drive Times data confused me as sometimes it was there and sometimes it was not. Eventually I realized it would not display when the scale indicator was lower than 1.0 mile. I suggest adding an explanation on legend that "Drive Times will not appear on highly zoomed maps."</li> </ul>	<p>The map landing pages will be revised to reflect an organized layout.</p> <p>Level of Service Map</p> <ul style="list-style-type: none"> <li>• Thank you for the suggestion. The legend will be improved to make it clear what the level of service tiers represent on the local measure as well as the state and federal measure. In addition, we will work to display the information to reflect the full measure, which is reflection of a percent of the population within those distance measures. In the draft version, it only showed distance without the percent of the population considered.</li> <li>• We are unsure what the issue is with the loading times for the maps. It is likely affected by the internet service connection. We will suggest the loading message to the Web designer.</li> </ul>
7	Barb Mills	<p>My husband is disabled and uses a scooter to ambulated. He was raised in Copalis Beach Washington but can no longer go to the beach as we do not have handicap</p>	<p>Thank you for your comments regarding outdoor recreation opportunities for people with disabilities. The state plan includes persons with a disability as an underserved population under the priority to <a href="#">Improve Equity of Parks, Trails, and Conservation Lands</a>.</p>

#	Commenter	Comment	Staff Response
		accessible trails on the beach. We would love to see a plan for this moving forward.	As of 2015, thirteen percent of the population in Washington State has a disability. The discussion under this priority has been expanded to better represent this segment of the population. In addition, the Recreation and Conservation Funding Board's <a href="#">Unifying Strategy</a> seeks to fund projects that serve people with disabilities through its grant programs under its strategy <i>Changes to the Grant Programs</i> . The evaluation criteria for 5 of its programs will be revised to include specific recognition of projects that do so.
8	Darcy Mitchem Toutle, WA	<p>My first comment that it is difficult to evaluate the ideas and policies when they are in the "website" format. Lots of clicking, and no ability to search or look at things side-by-side or listed. The executive summary wasn't ready yet (and it looks like it won't be by Sept 10)</p> <p>In general, I like the efforts at efficiency, multi-use sites, block grants to agencies, focus on maintenance/operation, and partnerships. Streamline the process for DNR, WDFW to fix trails and bridges etc. The money they spend now on jumping through the RCO hoops is money that could be put on the ground.</p> <p>Overall, I would like to see basic land access addressed more. The last NOVA, SCORP, and WDFW plans all look to improve access to lands for outdoor recreation--basic easements to land, rights-of-way, trails connecting areas, water access, using habitat areas for multi-use recreation, keeping roads that access public recreation from being abandoned (DNR, USFS). These priorities seem to be lost this time around, and replaced by targeting specific groups/demographics. That is all nice, but if NOBODY can legally get to the river, forest, beach, trail, park, Wildlife area, or DNR forest these policies are moot. The WDFW recently completed a survey, and access is a very high</p>	<p>Thank you for your comments. We're sorry that it was difficult to navigate the Web site. The executive summary will be finalized after the Recreation and Conservation Funding Board approves the plan, which is scheduled for its meeting on October 11-12, 2017.</p> <p><i>Streamlining Grant Making</i> is a goal in the <a href="#">Nonhighway and Off-road Vehicle Activities Plan</a>, which is program that Department of Natural Resources and Department of Fish and Wildlife receive significant grant funding for backcountry recreation such as trails. RCO recognizes that changes are needed to improve this population grant program and hopes to make recommendations to the board in the near future.</p> <p>We agree that access to recreation facilities is of concern and should be further discussed in the plan. Similar comments were raised about the <a href="#">State Trails Plan</a>. The trails plan has been revised to include a discussion of access issues under the recommendation to <i>Improve Equity of Trails</i>. Including access issues in the trails plans addresses comments from multiple commenters about access.</p> <p>RCO is not aware of a recent survey conducted by Department of Fish and Wildlife. We've asked DFW for a copy.</p>



#	Commenter	Comment	Staff Response
		need for hunting, fishing, and wildlife viewing. That survey should be included somewhere in these documents.	
9	Stet Palmer Friends of Schafer and Lake Sylvia State Parks Montesano, WA	We believe the WWRP program should not award higher points for projects near large metropolitan areas. We believe the "wildlife" part of the name implies some sense of priority to areas not associated with urban areas. Building high class sport and playground facilities in urban areas might have an immediate benefit but they are not something we believe should be a priority in the WWRP program. We believe purchasing land outside of urban areas and improving existing state parks and trails in rural areas will have a longer term benefit to the entire state. For example, during the late 1950s the state began purchasing land for future state parks. I remember we had just one regular state park (Twin Harbors) and one small day use park (Bush Pioneer....now nearly washed away) along the coast. There was opposition to purchasing lands that couldn't be readily developed or used but those lands now are a string of public outdoor facilities used by people from throughout the state. Looking to the future we should not prioritize funding projects simply because they are now near a large metropolitan area.	Thank you for your comment. State law requires that the Recreation and Conservation Funding Board give preference to funding park projects located in or near urban areas. See <a href="#">Revised Code of Washington 79A.25.250</a> . The board has flexibility in how it applies the preference for funding. As you likely know, currently the board incorporates this preference as a criterion in the evaluation of grant applications. The state plan does not make a recommendation to revise this law. However, the Recreation and Conservation Funding Board may consider changes to the way it provides a preference for urban parks when revising specific grant program policies and evaluation criteria. As a first opportunity to review this policy, the board's <a href="#">Unifying Strategy</a> includes a goal to review the Urban Wildlife Habitat category of the Washington Wildlife and Recreation Program within the next 5 years. Changes on the preference for projects in or near urban area may be considered.
10	Tod Petersen Stanwood, WA	The proposed plan appears to interject ethnicity into the grant evaluation process.  While one must assume that the intent is well-meaning, it implies that a form of racism is built into the RCO processes and that, like all forms of racism is inappropriate.	Thank you for your comment. Consideration of race and ethnicity, along with other measures such as median household income, are standard socio-economic considerations to determine underserved populations. The Recreation and Conservation Office recently commissioned a report from the Washington State University to identify standard measures of underserved populations. The report is available on the Web site at this <a href="#">link</a> . The Recreation and Conservation Office is also required by the National Park Service to consider the needs of underserved communities, including minority populations, when developing

#	Commenter	Comment	Staff Response
			the state plan. Requirements for the state plan can be found in the Land and Water Conservation Fund Manual at this <a href="#">link</a> .
11	David Swindale Director of Development Services City of University Place	With regard to maintaining the mapped inventory, it would be helpful to reach out to local government to provide information on existing and planned parks, open space and trails. The mapped inventory does not include exiting public trails in our jurisdiction or provide information where gaps exist that could significantly expand the network for marginal costs.	Thank you for the suggestion. The Recreation and Conservation Office purchased the inventory data from a private vendor, Hometown Database. The vendor is very interested in correcting and adding to the inventory on a regular basis. Edits or additions to the data for the mapped inventory can be directed to Hometown Database directly at <a href="mailto:contact@washingtonhometown.com">contact@washingtonhometown.com</a> or (509) 312-0979.

## Land and Water Conservation Fund Evaluation Criteria Comments

#	Commenter	Comments	Staff Response
12	Kevin Killeen Land and Water Conservation Fund Advisory Committee Member Bellevue, WA	<p>I assume the addition of the demographic and health factors to criterion #2 reflects their addition and/or increased emphasis in the draft SCORP relative to the previous plan. Looking through the draft plan's recommendations, I wonder if some additional recommendations may have been considered for the LWCF proposal evaluations:</p> <ul style="list-style-type: none"> <li>Youth – "Getting Youth Outside" is one of the main recommendation categories in the draft, with three specific recommendations. Thus, I am surprised that the word "youth" does not even appear in the draft evaluation criteria.</li> <li>Enhance Community Health and Safety</li> <li>Build Partnerships to Leverage Better Results</li> </ul> <p>As an evaluator, I can imagine wishing to score more highly projects that support these recommendations.</p> <p>The added sentence in the first paragraph of criterion #2 seems to redundantly address underserved populations already covered in the second bullet. Also, it seems inconsistent that there is a question in the introductory sentences, as well as additional bulleted questions of equal significance. Therefore, I suggest removing the added sentence and:</p> <ol style="list-style-type: none"> <li>Changing the second bullet to "How will this <b>project</b> address the priorities for underserved populations as recommended in the 2018-2022 Recreation and Conservation Plan?"</li> <li>Adding a bullet asking "How will this project address the priorities for health recommended in the 2018-2022 Recreation and Conservation Plan?"</li> </ol>	<p>Thank you for your comments. The addition of the demographic and health indicators into criteria #2 is meant to provide more direction to applicants on how to respond to this criterion as it relates to the <a href="#">2018-2022 State Recreation and Conservation Plan</a>. Applicants may incorporate any of the state plan priorities and recommendations into their responses to criteria #1 Need and #2 Need Satisfaction. So yes, they can address youth, health and safety, partnerships, or any other recommendations in the plan to support the need for their project.</p> <p>Thank you for the suggested revisions. While we understand the reason for your suggested change to the introductory paragraph and the second bullet, doing so would lose the opportunity for the applicant to discuss any populations not served or underserved, not only those identified in the state plan. We still want applicants to be able to identify underserved populations unique to the project's location in addition to those identified in the state. Revisions will be made to the introductory paragraph to emphasize the importance of the project.</p>

#	Commenter	Comments	Staff Response
		<p>Regarding the new text “. . . determine whether your project is located in a census tract in which one or more of the populations listed below are present.” Would also having those populations in adjacent or other nearby tracts affect the score? For example, a project on a tract border would benefit two neighborhoods and provide greater value.</p> <p>Regarding the “Opportunities for Health Improvements,” would evaluators consider the degree to which the body mass index and mortality rate exceed the state averages? For example, while a body mass in a tract with an index of 22.95 meets the reference standard in the bullet, it is not significantly higher than the state average and not significantly different from 22.93 which does not meet the reference standard. In contrast, an index of 35 would represent a significant degree of obesity.</p> <p>Based on the explanations Leslie Connelly provided to me via electronic mail, I support the removal of criteria 6 and 7.</p>	<p>Yes, applicants may include information from surrounding census tracts particularly if the project’s service areas clearly expands beyond the census tract where the project is located.</p> <p>Yes, applicants should provide specific answers to the measures to give evaluators an understanding of how the demographics compare to the rest of the state. Beyond a simple yes/no response, applicants will be provided the specific answers in the <a href="#">Grant Applicant Data Tool</a> and should provide the detailed answer in their evaluation presentation.</p> <p>Thank you for your comments.</p>

## Washington Wildlife and Recreation Program Trails Category Evaluation Criteria Comments

#	Commenter	Comments	Staff Response
13	Dave Bryant WWRP Trails Advisory Committee Member Richland, WA	I have no problems with the proposed changes to the evaluation criteria for the WWRP Trails Category as presented.	Thank you for your comment.

## State Trails Plan Comments

#	Commenter	Comments	Staff Response
14	James Brady	Our state needs to plan for e-bicycle on trails and roads.	Thank you for your comment about e-bicycles. The <a href="#">2017 Assessment of Demand</a> found that 1 percent of the population is using electric bicycles. This was the time we surveyed for this type of recreation activity. It will be interesting to see if it grows in the future.
15	Steve Brand Washington State Parks and Recreation Commission	This does little to provide an actual plan or guidance for implementing. A vision with priorities based on a gap analysis would be more meaningful.	Thank you for your comment. We agree that a formal gap analysis would be informative. The plan will be revised to include this vision in the goal of the trails plan. The Recreation and Conservation Funding Board is considering specific measures for determining a Level of Service across the state. See the Level of Service mapping tool on the state plan <a href="#">Web site</a> for more information on this approach. It may be one method for conducting a gap analysis based on population and access to parks and trails.
16	Sheila Coe	As a resident of the Methow Valley we are dependent on our trail systems to support our tourist based economy. I am not able to access data that identifies new trail systems being considered, but I want to encourage the Funding Board to weigh the importance of individual's trail use and enjoyment along with the importance of trails as an integral and very important piece of an area's economic base.	Thank you for your comment. At this time, there is no database that lists the new trail systems being considered. However, it is a goal of the State Trails Plan to include this type of information in the future. Trail use and enjoyment are key criteria in the Recreation and Conservation Funding Board's evaluation of grant applications. Economic consideration are also a priority in the <a href="#">2018-2022 Recreation and Conservation Plan</a> .
17	Jeff Chapman Port Townsend, WA	The new proposed State Trails Plan is terrible. It is confusing, disorganized, and lacks substance. It is meant to sound good to urban demographics without really having any content that serves anyone's needs. It is a media storybook for public consumption and is not at all directed to trail users and volunteers. There would not be trail funding if it wasn't for these users and volunteers who have been forsaken in this new update.	Thank you for sharing your concern about the quality of the State Trails Plan. Content has been added to provide more connections with the 2018-2022 State Recreation and Conservation Plan and address specific comments from the public.

#	Commenter	Comments	Staff Response
		<p>The existing 2013-2018 plan is much better with good recommendations based on substantive input and meaningful decisions. Those recommendations should remain the objective of the RCO for the foreseeable future and until those recommendations are realized.</p> <p>As a county administrator, I understand the mechanics of the McCleary education decision and how it relates to state law better than this new trail plan draft.</p>	
18	Gail Garman Nooksack Nordic Ski Club Blaine, WA	<p>I have reviewed the draft overview of the State Recreation and Conservation Plan, and would like clarification. It looks like the draft for the State Trails Plan (RTP) no longer includes funding winter recreation. Is that correct? In the past, non-profits like the Nooksack Nordic Ski Club were able to get funding to maintain the cross-country ski and snowshoe trails. I see the NOVA Plan does include winter recreation, both motorized and non-motorized, but only agencies are qualified to apply - not non-profits. Is that correct? Please clarify.</p>	<p>Thank you for your concern about winter recreation on trails. It was not our intention to limit the Recreational Trails Program and restrict winter recreation from funding. We are not proposing any policy changes like this. We will add data and information on winter related trails that are currently eligible in RTP. Unfortunately, we do not have data related to the use of water trails as this time.</p>
19	Jason Goldstein Winter Recreation Program WA State Parks and Recreation Commission	<p>I took a quick look at the WA Trails and NOVA draft plans. There is very little mention of winter recreation other than some recreation use graphs. Some of our winter recreation enthusiasts are calling asking clarifying questions related to: are the rules changing and not allowing for winter recreation grants? Can a club still apply and qualify for these grants? I assume nothing has changed just that the plans lack reference to winter activity.</p> <p>I would recommend you add "winter recreation activities" when you are describing the plans recreation participation, not just off road vehicle and or hiking etc. Snowshoeing, cross country skiing, snow play, ski-joring, and snowmobiling are winter pursuits you could mention. It's not directly clear that winter recreation qualifies, although you do have links to the grant</p>	<p>Thank you for your concern about winter recreation on trails. Yes, overall 30 percent of the population participates in winter recreation activities. The trails plan will be revised to include more information on winter recreation participation rates and the location of winter recreation activities. It was not our intention to limit funding of winter recreation activities. We are not proposing any policy changes like this.</p>

#	Commenter	Comments	Staff Response
		<p>application process, that does not seem to have changed from last season.</p> <p>It would be nice to see participation rates of winter related activities, isn't it around 30%? I see you do list Snow and Ice Expenditures at \$1,726,729,167</p> <p>You reference recreate in the snow on private lands? Over 95% of the winter trails our program manages is on Federal Lands USFS, plus State and DNR.</p> <p>There is a lot of very useful information in these draft plans, and it has a nice layout. Hopefully you can incorporate a little more emphasis related to winter recreation pursuits.</p>	
20	Andrea Imler Washington Trails Association	<p>This plan includes a recommendation to Improve Trail Equity, which includes four sub-recommendations. The comments provided above regarding equity work in the State Recreation and Conservation Plan similarly apply to the recommendations in the Trails Plan. WTA applauds the inclusion of this recommendation and we are eager to see additional details and specific steps that will be taken to achieve the recommendations. Related to the equity recommendation is the recommendation to Link Trails with Transportation. WTA strongly supports this recommendation as this is a critical barrier to access. This is an important issue to address and would benefit from a more comprehensive discussion around reducing barriers to access.</p> <p>In addition to the recommendations included this plan provides data on recreation use. The data provided on the Participation Rates of Recreation on Trails included in this Plan is inconsistent with the current State of Washington 2017 Assessment of Outdoor Recreation Demand Report data. The data should be updated to reflect the results in the 2017 report.</p>	<p>Thank you for your comments.</p> <p>The recommendation to Improve Equity of Trails is based on the recommendations in the <a href="#">2018-2022 State Recreation and Conservation Plan</a>. Revisions to the state plan will link directly to the specific goals from the <a href="#">Unifying Strategy</a>. The goals are not repeated in the trails plan but apply because the trails plan is a supplement, not separate, from the state plan. In this regard, please refer to the goals and recommendations in the state plan for more specific actions.</p> <p>We agree that access issues remain a concern for trail users. The State Trails Plan will be revised to include access issues as in the recommendation to connect more people to trails.</p> <p>Thank you for noting the errors in the table on participation rates. It will be corrected for the final Web site.</p>



#	Commenter	Comments	Staff Response
		<p>Conclusion</p> <p>WTA extends our appreciation to the Recreation and Conservation Office for the time and energy spent developing the Draft State Recreation and Conservation Plan and incorporated Draft State Trails Plan. The Draft State Recreation and Conservation Plan is an excellent starting point for the implementation of a comprehensive strategic plan for recreation and conservation in Washington. The Plan includes several critical Priorities with key recommendations. WTA believes that this Plan would be bolstered by the inclusion of additional details as well as the inclusion of specific strategies for achieving the stated recommendations. This information would provide a clear understanding among all stakeholders in the recreation community about the path forward. WTA would welcome the opportunity to assist with further discussions and development of strategies for achieving the priorities of these Plans. We are ready to dig-in to this work and believe other stakeholders in the recreation and conservation community are too.</p>	
21	Kevin Killeen Land and Water Conservation Fund Advisory Committee Member Bellevue, WA	<ul style="list-style-type: none"> <li>• The GOAL says the plan “will identify the gaps.” This is the plan in the present tense, not some future plan, right? Maybe this should read either “identifies the gaps” or something like “includes recommendations to identify the gaps”?</li> <li>• “Create Regional Partnerships” recommendation: “cross-jurisdictional” should be “cross jurisdictional.”</li> </ul>	<p>Thank you for the suggested edits. While the trails plan does not directly identify gaps in the trail system, it is a goal to do so in the future. Revisions will be made to clarify this and correct typos.</p>
22	Randy Kline Washington State Parks and Recreation Commission	<ol style="list-style-type: none"> <li>1. The format of the plan is new and much different than previous plans. The attempt at a new, more brief format is appreciated but somewhat confusing for reviewers.</li> <li>2. While it’s difficult to comment with any specificity on such broad policy objectives, generally, Washington State Parks supports the recommendations in the trails plan.</li> </ol>	<p>The Web site format is a new way of presenting the State Trails Plan. While it has its advantages, there are format and navigation improvements that will be made for the final Web site. Thanks for your patience navigating the site to view the draft trails plan.</p> <p>We encourage the Washington State Parks and Recreation Commission to participate in future discussions about the</p>

#	Commenter	Comments	Staff Response
		<p>3. Washington State Parks looks forward to participating in the evaluation of the State Recreation Trails Designation Program.</p> <p>4. Washington State Parks looks forward to continued participation as these broad trail policy objectives are implemented through grant criteria and other more specific means.</p>	<p>state trails designation idea and whether it should be reinvigorated.</p> <p>Thank you for your comments.</p>
23	Yvonne Kraus Executive Director Evergreen Mountain Bike Alliance	<p>The format seems to have been simplified quite a bit over previous trails plans. While this is a good goal, my concern is that the simplification has led to an over-emphasis of urban and suburban trail concerns, while back-country trail considerations appear to have taken a back-seat. For each of the proposed sections, there should be a consideration of how these goals apply to backcountry settings, and whether the current draft would lead to significantly higher scoring of urban projects over backcountry projects.</p> <p><b>Improve Trail Equity</b>  <i>Locate and build trails for underserved populations</i>  The trail equity section should include a section about geographic equity of funding - not based on ethnicity, but based on trail location. This will help avoid strong weighting of trail projects toward urban areas with higher density of minority populations.</p>	<p>Thank you for your concerns about support for backcountry trails. Additional text has been added to include more discussion about backcountry trails. In that regard, the Recreation and Conservation Funding Board's <a href="#">Unifying Strategy</a> includes a goal to make <i>Changes to the Grant Programs</i> regarding underserved populations. One of those changes will remove the state plan question (criteria #3) from the evaluation criteria in the Nonhighway and Off-road Vehicle Activities program. Instead, the focus on underserved populations will be added to other grant programs. This shift in where grant funding will focus on underserved populations should help address your concerns about funding for trails in the backcountry and wilderness areas, particularly in the Nonhighway and Off-road Vehicle Activities program.</p> <p><b>Improve Trail Equity</b>  <i>Locate and build trails for underserved populations</i>  We agree that the geographic distribution of trails is important. The State Trails Plan will be revised to include more information about the participation rates by location for different types of trail activities. This information will help inform discussions about what types of trails are needed where.</p>

#	Commenter	Comments	Staff Response
		<p>Frequently, trail density and access is more challenging in smaller communities than larger ones, and we are concerned that this draft will exacerbate that issue. For example, the City of Colville WA does not have any public trails for its residents. However, with limited population diversity, how does an underserved community and region like Colville receive trail funding? Consider adding a criteria in addition to ethnic population to include existing trail density considerations in rural and low-income communities.</p> <p>In addition, this section should be extended to include access for underserved recreational user groups. Once your trail inventory maps is complete – where are there gaps in recreational resources for users and communities statewide that should be addressed in the next trail plan.</p> <p><i>Connect more people to trails</i> This section does not clearly detail how more people will be connected to trails. In addition to the data provided on who uses the trails, identify priority areas of improvement in the current trail network to help address underserved users. The second paragraph above could be used to expand this section: Identify ratio of available trails for most popular user groups and determine need based on existing inventory and demand.</p> <p><i>Provide trails where people like to use them</i> Change this section to something more direct and useful. Use the SCORP data to identify where people would like to see more trails, and then alter this goal to be more along the lines of “provide new and maintain existing trails in highest areas of use based on historic and new trail usage data”. People will like to use trails anywhere – the key is to build a connected network to</p>	<p>The Mapped Inventory can be used to display trail density. Users could also use the trail data layer to create their own maps for trails density analysis purposes. As for the example from the City of Colville, while it may not have a high percentage of people of color, it is located in an area below the state average for median household income and people with disabilities. Low income and disability are included in the definition of underserved populations and would be considered during the evaluation of an application in the 5 grant programs discussed above that will include a question on underserved populations.</p> <p>We agree that access issues remain a concern for trail users. The State Trails Plan will be revised to include access issues as in the recommendation to connect more people to trails.</p> <p><i>Connect more people to trails</i> Identifying priority areas of improvement can only be done after a mapped inventory of trails is completed. More data about types of trails, trail usage, and adding to the trail inventory is needed before an analysis can be done to identify specific areas of improvement. This is a laudable goal for the next trails plan.</p> <p><i>Provide trails where people like to use them</i> We agree that identifying trail gaps and areas of improvement by trail type and geographic location is a positive way to prepare for the next trails plan. We look forward to discussing these ideas further over the next 5 years as we work to implement the Washington <a href="#">State Trails Strategic Plan</a> referenced in the recommendation to</p>

#	Commenter	Comments	Staff Response
		<p>accommodate for use from your local neighborhood, to the town next door, to the backcountry for a multi-day adventure. Repword this criteria to something more meaningful: "Provide trails to allow people to use them for one- two, or multi-day looped adventures."</p> <p><i>Address safety</i> This should be more clear in terms of urban tail safety, where cameras could potentially be used in tunnels, parking lots, dark spaces, vs. backcountry trails where safety may just mean a registration system at the trail head. Consider improving detail to address finding balance between user safety and cost of safety measure implementation. While safety is important, this criteria should not lead to significantly increased cost of trail building/maintenance. Focus on wayfinding and trail safety education in general.</p> <p><b>Link Trails with Transportation</b> This section needs to be clarified. In general, the concept is good, but the current draft does not spell out what "transportation" means. Expand this section to clarify connectivity of trails to public transportation services, improving access to and facilities at trailheads, and connectivity of trail systems to transition from paved surfaces to dirt, to limit car travel and create connections that truly connect urban and rural trails with backcountry trails.</p> <p><b>Create Regional Partnerships</b> The way grants are currently developed and scored, this is already being done. This could benefit from more clarity and should be stated more directly, e.g.: "Continue to develop and foster regional partnerships." The goal here should be for those regional partnerships to allow and make feasible "connected trail systems for a more uniform statewide trail experience and</p>	<p>Maintain and Improve the Mapped Inventory. This is the ultimate goal of a trail gap analysis and would be valuable information for the next trails plan.</p> <p><i>Address safety</i> The safety issues presented are meant to be broad in scope, not specific to urban trails. Backcountry trails also have safety issues as trailheads and parking lots that can be similar to safety issues in more urban settings. The Recreation and Conservation Funding Board is not considering any changes to policies or criteria regarding safety issues as part of this trails plan. This recommendation is general in scope and directed at recreation service providers and land managers.</p> <p><b>Link Trails with Transportation</b> Transportation in this context is about using trails for transportation purposes to move from one destination to other. It includes all of the transportation concepts identified in your comment as well as others. Generally, this means including trails as part of a multi-modal transportation network. Language will be clarified to provide more context.</p> <p><b>Create Regional Partnerships</b> We agree that the grant evaluation process used by the Recreation and Conservation Funding Board already includes consideration of regional partnerships in trail projects. The purposes for this recommendation is to continue to encourage regional partnerships between land managers and service providers Such collaboration is vital to creating a trail network that crosses jurisdictional lines..</p>

#	Commenter	Comments	Staff Response
		<p>seamless integration of trail systems across jurisdictions and various public land managers.” Outcome should be a connected, integrated, and equitable trail system by engaging partners across the state, as well as reduced cost of maintenance resulting from such community partnerships.</p> <p><b>Maintain Inventory of Mapped Trails</b>  As long as this is done with a technology tool that can be shared and updated by the community (partners in item 3 above) we fully support this goal. However, maintenance of maps will be time consuming, and there are companies dedicated to this effort (TrailForks, MTB Project, etc). For this to be manageable in scope and effective in implementation, ensure that the mapping tool is open to public review and posting of trail condition updates, as well as the sharing of trail maintenance areas and backlogs reported by land managers. This backlog can then be addressed by regional partners through their volunteer maintenance efforts and other trail funding initiatives. In other words, this map should become the clearinghouse for land managers to post their trail maintenance work needs, and for RCO grant recipients to post their results. This would allow RCO to clearly show the impact of its grants as well, and would provide a standard communication tool for land managers to post their needs as well as results.</p> <p><b>Evaluate the State Recreation Trails Designation Program</b>  Economic impact data of trails has shown that landmark trails generate more visits. For that reason, State Designated Trails should be desirable. However, strong criteria need to be created in what would qualify: multi-community look trails and any statewide east-west/north south trails should be eligible. The early success of the Oregon Tiber Trail shows that state designations, or statewide scope adds an allure that will draw more visitors for “milestone” experiences. However, this can be</p>	<p>We agree that the outcome of partnerships you describe in your comment.</p> <p><b>Maintain Inventory of Mapped Trails</b>  The Mapped Inventory is meant to be an inventory only. The data for the inventory was purchased from a private vendor, Hometown Database. The vendor is maintaining the data and including regular updates. While creating an inventory of maintenance needs is a laudable goal, it is beyond the scope of this plan at this time to recommend. It may be of interest to specific land managers and recreation service providers.</p> <p><b>Evaluate the State Recreation Trails Designation Program</b>  Thank you for your suggestions about the state recreation trails designation idea. You provide some important considerations as the Recreation and Conservation Funding Board considers this program. We encourage the Evergreen Mountain Bike Alliance to participate in future discussions about the state trails designation idea and whether it should be reinvigorated.</p>

#	Commenter	Comments	Staff Response
		achieved through non-profit organizations as well. Consider the cost and annual maintenance effort of maintaining and marketing this Designation program before implementing, through this evaluation, and work with the State Department of Commerce as well as Governor's recreation advisor on how to best implement and execute this goal.	
24	Darcy Mitchem Toutle, WA	I strongly support trails being part of transportation system, instead of categorized as a "nice to have" extra expense by agencies. Any mapping effort should highlight areas without adequate public access; like landlocked public lands and trails without legal public access.	Thank you for your comments and suggestions. We will consider the ability to describe access issues in the Mapped Inventory as it is developed.
25	Bill Oakes Public Works Director Island County	<p>I wish to offer my support for the overall planning direction the RCO is pursuing. In particular , I strongly advocate for the following proposed RCO recommendations:</p> <p><b>Linking trails with transportation</b></p> <ul style="list-style-type: none"> <li>Establishing this link would be an important strategy for providing safe corridors for non-motorized transportation and for leveraging funding that might otherwise be more narrowly targeted for either transportation or recreation .</li> </ul> <p><b>Maintaining a mapped inventory of trails</b></p> <ul style="list-style-type: none"> <li>Although a complex undertaking, a comprehensive trails inventory has the potential to uncover key gaps in our planning strategies and also foster opportunities for cooperative planning that could utilize funding more efficiently .</li> </ul> <p><b>Evaluation of the State Recreation Trails Designation Program</b></p> <ul style="list-style-type: none"> <li>Evaluation of designated state trail corridors is an essential step for ensuring that funding awards account for current development patterns and match regional priorities.</li> </ul>	Thank you for your comments and support for the recommendations in the State Trails Plan. It will be very helpful to have this information about the state designated trail corridors in Island County as the Recreation and Conservation Funding Board considers whether to pursue this program. We will add you input along with other information we are collecting about the trail coordinators for future discussions with the board.

#	Commenter	Comments	Staff Response
		<p>Specifically , I would like to comment on the State Recreation Trail Corridor table included in the RCO draft State Trails plan:</p> <ul style="list-style-type: none"> <li>o Whidbey to San Juan Island Corridor: This corridor was identified for bicycles, pedestrians and horses in the '70s. I am interested in this corridor, but have been unable to locate any information on it. Personal observations and data from our current trails planning effort indicate : <ul style="list-style-type: none"> <li>• Bicyclists and pedestrians often travel this corridor .</li> <li>• Equestrian activity is more localized on Whidbey Island.</li> </ul> </li> <li>o Whidbey/Camano Island Water Trail Corridor was not identified in the State Recreation Trail Corridor table . Please consider the following: <ul style="list-style-type: none"> <li>• The Cascadia Marine Trail only identifies five kayak campsites within Island County's 281 miles of shoreline.</li> <li>• Over 90% of respondents to a recent Island County trails plan survey indicated use of the shoreline, and of that group 49% were kayakers, 14% used standup paddle boards, and 8% canoed .</li> <li>• Water trails appear likely to be a key regional interest, and we are exploring ways to support paddlers in general.</li> <li>• I would definitely support State designation of an Island County Water Trail Corridor that would make us eligible for RCO grant funding to support non- motorized boating activity .</li> </ul> </li> </ul>	
26	Nicole Sedgwick Back Country Horsemen of Washington Ellensburg, WA	<p>As the future grant manager for Back Country Horsemen of Washington, I have some concerns with the new RCO plan. I am concerned that while making sure the underserved are taken care of, the wilderness areas are not forgotten. Our organization is also worried about the existing trails that need maintenance and see RCO picking up new projects while existing parks and trails need a lot of work. And our main concern is the horsemen of Washington State not be forgotten as well. As cities are developing at a faster rate, places to ride are dwindling as well.</p>	<p>Thank you for sharing your concern about the needs for trails in wilderness areas to accommodate stock and horseback riding. Nine percent of the population participates in this type of recreation and the intent of the state plan is not to take away resources from these users. In that regard, the Recreation and Conservation Funding Board's <a href="#">Unifying Strategy</a> includes a goal to make <i>Changes to the Grant Programs</i> regarding underserved populations. One of those changes will remove the state plan question (criteria #3) from the evaluation criteria in</p>

#	Commenter	Comments	Staff Response
		<p>At this point in time, Washingtonians have access to a small portion of the existing trails in our state. From what I was reading, there is no increase in funds to even help get the existing trails up and running and now you are suggesting to use the little funds we have to build paved sidewalks and roads for people to walk, run, or ride their bikes on in the metro areas. Do they get outside? Yes. Do they learn to love our great outdoors? No. We need to have the trails available for people to traverse when they are on day trips or going camping to learn what our world needs to cherish....the wilderness areas.</p> <p>In the initial outline of the RCO plans, we saw where equestrians were included, yet they were never spoken of again throughout the rest of the material. The map of trails is great, but how useful is it if it does not reflect what type of trail it is? And is the trail passable at this point in time? What type of shape is the trail in? Does it need to be logged out? Does it need tread work? Does the trailhead support the type of trail it is? Horsemen need to have parking that supports the truck and trailer at the trailhead. Many of the trailheads for equestrian only support one or two vehicles. Horsemen also need trails to be cleared up to 10 feet high.</p> <p>I sent the list of State Recreation Trail Corridors from 1973-1978 out to BCHW members for input. They said that the descriptions of the trails are too vague to be able to use this list. Is it possible to make a more accurate list?</p> <p>The plan seems to be mostly dealing with SCORP and social justice matters like diversity and underserved communities. We have already supported other funds for addressing these, such as the No Child Left Inside fund that State Parks handles. We also supported increases for the Washington Conservation Corps and the Puget Sound Corps component of WCC. We would appreciate it if you would make sure that the underserved communities do not become the only focus and our wilderness areas become forgotten. BCHW works very hard to continue to</p>	<p>the Nonhighway and Off-road Vehicle Activities program. Instead, the focus on underserved populations will be added to other grant programs. This shift in where grant funding will focus on underserved populations should help address your concerns about funding for trails in the backcountry and wilderness areas, particularly in the Nonhighway and Off-road Vehicle Activities program.</p> <p>Stock and horseback riding are discussed equally with other types of trails uses in the State Trails Plan. One addition to the plan will be an interactive chart that will show the types of recreation activity by location. For example, when selecting stock and horsebacking riding as the activity, the chart will show that the majority of horsebacking riding occurs on private lands. This will be valuable information to have in a more accessible format and will help inform recreation providers how to best meet the needs of the equestrian community.</p> <p>The Mapped Inventory is meant to be an inventory only. The data displayed in the inventory can be expanded to display the types of uses allowed on trails as the data set is improved. It currently displays some trail use information, but it is not complete. When information is available, the user is directed to the land managers Web site for more information about uses and current conditions.</p> <p>We agree that the State Recreation Trail Corridors are vague. This list was created in the 1970's and we have limited archive materials to provide about the descriptions of these corridors. We encourage the Backcountry Horsemen to participate in future discussions about the</p>



#	Commenter	Comments	Staff Response
		<p>do our mission which is keeping the back country open for all. But we cannot continue to make the strides that we do without the help of grants.</p> <p>I appreciate your time and efforts and hope that our input is helpful in your endeavors.</p>	<p>state trails designation idea and whether it should be reinvigorated.</p>

## State Community Athletic Facilities Plan Comments

#	Commenter	Comments	Staff Response
27	Kevin Killeen Land and Water Conservation Fund Advisory Committee Member Bellevue, WA	<p><b>“Provide for Multi-age Facilities” recommendation.</b> A “Participation Table” that includes columns for both youth and adults instead of just “Adult Participation” would better support the “Multi-age” in the recommendation title.</p> <p><b>“Support a Variety of Athletic Facilities” recommendation.</b> Regarding the first sentence:</p> <ul style="list-style-type: none"> <li>o It references the “table above” which is not visible when you open this recommendation and the “Multi-age” recommendation collapses.</li> <li>o The sentence suggests supporting a variety is only important for adults. I suggest adjusting this sentence to something like “As indicated in the previous recommendation, children and adults participate in a variety of outdoor sports.”</li> </ul>	<p><b>“Provide for Multi-age Facilities” recommendation.</b> We agree that a table that includes children participation rates by sporting activity would be useful, however, we were not able to collect this level of data about children. For comparison, we can use the overall participation rate in outdoor sports which is provided in the plan.</p> <p><b>“Support a Variety of Athletic Facilities” recommendation.</b> Thank you for letting us know about the table display issue. It will be corrected in the final Web site.</p> <p>The plan will be revised to include the suggestion to include children as interested in a variety of outdoor sports.</p>
28	Darcy Mitchem Toutle, WA	Broaden partnerships appeal with schools etc. Not sure about spending a bunch of money on study of use. Most communities know what they need, and who uses what, but to categorize that for the whole state seems a bit much when that money be used on the ground instead.	Thank you for your suggestion and comment. An example of a partnership effort to do a field use study was added to the athletic facilities plan to showcase how cities and schools and work together. We agree that any assessment of facilities needs would be done at a community level, not by the state.
29	Susan West Bellingham, WA	<p>I’ve read through the proposed changes to the state’s funding plans, and wanted to address a matter not identified: virtually every part of the plan focuses on land-based activities, yet western Washington (and to a lesser extent other places in Washington) has a strong marine presence, and terrific athletic opportunities for youth which take place on or near the water.</p> <p>I’d like to suggest that the focus be expanded to include:</p> <ul style="list-style-type: none"> <li>• sailing</li> <li>• kayaking (sea and river)</li> </ul>	Thank you for your comments about water-based competitive sports. While sports such as sailing and kayaking can be competitive, the facilities needed for these activities are typically available as boating facilities for the public and not dedicated to solely to the competitive sport. The interest in supporting non-motorized boating facilities is better articulated in the Boating Grants Program Plan available <a href="#">here</a> . The boating plan identifies recommendations for funding boating facilities. Competitive water-based sports would be an eligible

#	Commenter	Comments	Staff Response
		<ul style="list-style-type: none"> <li>• canoeing</li> <li>• stand-up paddling</li> <li>• wind surfing</li> <li>• and similar activities</li> </ul> <p>My daughter is 14 and has been sailing since she was 8. She trains on Bellingham Bay and Lake Whatcom, in Bellingham, and competes all along the west coast. The benefits of this sport are incredible:</p> <ul style="list-style-type: none"> <li>• it's equally good for girls and boys, and they compete directly with each other</li> <li>• it's safe and healthy</li> <li>• it's a lifelong activity</li> <li>• it's social, it involves team building, it's also individual, and it's part of a worldwide community</li> <li>• kids learn physics, math, meteorology, marine biology, environmental values, and maritime history</li> <li>• kids are responsible for gear, planning, tactics, and adherence to very complex rules</li> <li>• the sailing community is broad, multi-cultured, and deeply caring of kids</li> </ul> <p>Sailing can be very expensive, meaning that without state help, it is hard to include children from the full socio-economic spectrum. This is unfair to children with limited means, who could benefit from spending so much time outside, in the sunshine, on the water, challenging themselves and learning an amazing sport.</p> <p>I sincerely hope that the focus can be expanded to specifically include funding for, e.g.:</p> <ul style="list-style-type: none"> <li>• docks</li> <li>• boat houses</li> <li>• gear lockers and other storage facilities</li> <li>• sail boats, sails, and other equipment</li> <li>• classrooms for chalk talks</li> </ul>	<p>activity allowed on these funded facilities. The socio-economic consideration you discuss are reflected in the <a href="#">2018-2022 Recreation and Conservation Plan</a> in the priority to <a href="#">Improve Equity of Parks, Trails, and Conservation Lands</a>. Boating facilities are included in the parks in general.</p>

#	Commenter	Comments	Staff Response
		<ul style="list-style-type: none"> <li>• power boats for coaches and safety patrols</li> <li>• equipment for races: anchors, buoys, starting signals, flags, larger boats</li> </ul> <p>I didn't sail growing up; I grew up in rural Indiana, where the available sports were football, baseball, basketball and tennis. I hated all of them. Consequently I participated in almost nothing athletic. If sailing, kayaking, or other water activities had been available, I would have had a much better childhood, and I'd be a healthier adult today. I volunteer many, many hours for local sailing programs, mostly for youth but also for adults, because I have seen, first hand, how healthy my daughter is because of sailing. I see how strong her friendships are, how deep her values, and how happy her childhood.</p> <p>Please consider the amazing ocean and lake and river options we have in this glorious state, and add water-based athletic opportunities to your program.</p>	

## Boating Grants Program Plan Comments

#	Commenter	Comment	Staff Response
30	<p>Guy Glenn, Jr. Manager Port of Ilwaco and Port of Chinook (Interlocal Agreement)</p> <p>Co-Chair WA Public Ports Association Marina Committee</p>	<p><b>Boater Needs Assessment:</b></p> <p>An assessment is a useful tool. The questions asked on the assessment will be developed with some intentions in mind. What I would like to see is opportunities for boaters outside urban areas. We have 1,100 boat slips available between the Port of Ilwaco and Port of Chinook. Nearly 40% of our customers are from the I5 corridor, less than 20% are from Pacific County (where the Ports are located). Our marina is 100% full in August, and nearly full in July and early September. We sell annual moorage to most of our customers (over 70% of recreational customers) but they are only here for a month or two at most. We are not eligible for RCO BFP funds since this large part of our operation is with moorage over 15 days in length. Our recreational customers prefer annual moorage to reserve slips but use them for only a short period of time. The rates we charge are much less than marinas in urban areas. We are caught in the middle, serving recreational customers for a few weeks, yet not meeting the requirements needed to qualify for BFP funding. We have upwards of 600 trailerable boats in the marinas for 1-2 months at most. This is in addition to significant boat ramp activity. How do we bridge the gap when trying to set aside funds to replace aging infrastructure? Our facilities are suffering because we are not able to charge enough to cover operations plus capital replacement, yet serve thousands of recreational boaters. I understand the need to limit funding for transient moorage. Could there be potential to look at an entire operation to see how that facility serves recreational boaters? Our two ports are operating on very thin margins. These facilities are 40-60 years old, all built with outside money, and we do not have the ability to do any meaningful infrastructure replacement for our recreational customers. The US Army Corps/federal government prioritizes channel maintenance by tonnage and off-ship value at our two ports. If we lose tonnage and off-ship value our entrance</p>	<p>Staff added an analysis of urban vs rural boaters and facility providers to the needs assessment recommendation.</p> <p>There is no proposal to change the policy on funding only transient moorages.</p>

#	Commenter	Comment	Staff Response
		<p>channels silt in and this could impact recreational boaters very negatively, as well as our entire operation and community. We have received over \$7 million in federal funding for channel maintenance since 2014, and are in the FY18 federal budget for about \$2 million. It takes both commercial and recreational activity for us to operate, and for the well-being of our community, and to provide recreational boating opportunities for the majority of our customers from outside the area. Would it make sense to ask facilities that provide opportunities to recreational boaters what they need? What challenges they face? A boater needs assessment is coming from the consumer side of the equation. I think it would be helpful to ask marina providers and others providing recreational boating facilities where their challenges are and how they might benefit from the RCO boating program.</p> <p><b>Grant Evaluation Criteria:</b> Is any weight given to assist communities trying to promote economic development through recreational boating opportunities?</p> <p><b>Coordinate with State Agencies</b> I think RCO needs to be mindful about using BFP funds on invasive species. Invasive species is a threat and we need to be vigilant but there needs to be a statewide program/plan before we start funding projects that may or may not be integrated, and ultimately effective, to mitigate the problem.</p> <p><b>The board seeks to allow compatible uses of publicly funded boating facilities...</b> I am not exactly sure what the intention of this is meant to be. Is it saying the BFP program will look to facilities that offer other services in addition to boating? This may apply in some areas but could put others at a disadvantage, especially in rural communities, where there are not as many multi-use opportunities.</p>	<p>Staff changed the plan to include facility providers in the boater needs assessment.</p> <p><b>Grant Evaluation Criteria:</b> Staff understand that recreation projects do have an economic development outcome, but RCO has no formal way to evaluate that and does not discretely include it as a factor in grant-making.</p> <p><b>Coordinate with State Agencies</b> RCO will monitor the invasive species projects we receive and actively assess, with the Recreation and Conservation Funding Board, if these are in the best interest of the boating grants and state.</p> <p><b>The board seeks to allow compatible uses of publicly funded boating facilities...</b> Reducing conflict is a consistent theme staff hear from our stakeholders. If adopted, staff will monitor impacts of any discrete criteria that prioritize projects that reduce user conflict.</p>

#	Commenter	Comment	Staff Response
		<p><b>In 2016, grant applications from state agencies did not keep pace with the increased funding based on changes to the state's gas tax....</b></p> <p>I think the board needs to ask boating facilities what they need, and not necessarily if it only applies to transient moorage (under 15 days). We don't need to give away more money to State agencies. There is already a provision for them to get a large portion of the funding, and most of those site require little to no ongoing maintenance, like docks or other in water infrastructure associated with marinas.</p> <p><b>Coordination and Program Development, Coordinate Water Trails Projects...</b></p> <p>I am aware of non-motorized boat use and it's increasing popularity. My concern is non-motorized does not work in all locations, nor do they pay for gas, and many of the boats are not registered. Funding for non-motorized boats is transferring money generated by other uses towards it. Before going into non-motorized funding too much I think we need to make sure motorized recreational boating customers are getting their needs met.</p> <p><b>The board will continue to evaluate policies and procedural pathways which improve the ability of sponsors to meet the board's control and tenure requirements for boating facilities...</b></p> <p>I agree with this and public ports are perfect connection points for water access and enjoyment. We provide comprehensive facilities for multiple uses. We WANT to provide recreational opportunities for boaters throughout the State here in Ilwaco and Chinook. It is becoming more and more challenging to make it all work financially and flexibility in RCO funding would be helpful. Maybe new formulas can be developed to help marinas like ours or other rural marinas in the State.</p>	<p><b>In 2016, grant applications from state agencies did not keep pace with the increased funding based on changes to the state's gas tax....</b></p> <p>There is no recommendation to give a larger share of Boating Facilities Program funds to state agencies.</p>
31	Darcy Mitchem Toutle, WA	It is unclear what the problem is with control/tenure that needs fixed. I like efforts at efficiency and multi-use sites. If there is too	The control/tenure item is trying to reconcile the Boards policy of 20+ years of required control and

#	Commenter	Comment	Staff Response
		much money, acquisition of water sites (lakeshore, riverbank) could be a higher priority.	tenure before a grant is awarded, and the Department of Natural Resources practice of issuing short term leases in order to best implement its stewardship responsibilities.
32	Joyce Buxbaum RCO Boating Grant Programs Advisory Committee	Thank you -- no feedback – I think it looks good.	Thank you for your comment.
33	Paul Thorpe Past President Recreational Boating Association of Washington	...I found the report very informative. I whole heartedly agree with the notation of the control & tenure problems created by DNR's insistence on relatively short lease terms for facilities with 25 and longer lifespans.	Thank you for your comment
34	Kevin Killeen, Land and Water Conservation Fund Advisory Committee Member	<i>(Comments limited to format of text on the webpage)</i>	Thank you for your comment
35	Bill Oakes Director Island County's Public Works	I wish to offer my support for the overall planning direction the RCO is pursuing. In particular , I strongly advocate for the following proposed RCO recommendations: ...RCFB Boating Plan: Support the Growing Paddle Sports Community and Facility Providers • At an estimated \$358 million, Island County's economic vitality is strongly linked to outdoor recreation revenue so it is critical that we support the ever increasing interest in paddle sports. Thank you for your efforts to develop a progressive long range planning direction for recreation in Washington State.	Thank you for your comment



## Nonhighway and Off-road Vehicle Activities Plan Comments

Number	Commenter	Comment	Staff Response
36	Carolyn Guske	<p>Please keep the equestrian trails we have and LIMIT the NOVA trails! Offroad vehicles scare wildlife, make a lot of offensive noise, dust and destroy the environment.</p> <p>I ride and own a horse and use the beautiful WA equestrian trails. Do not open them in any way to vehicles!</p>	Reducing user conflict is highlighted in the Recommendations Section "Provide Quality Opportunities and Maintain High Levels of Satisfaction for NOVA Recreationists."
37	<p>Jeff Chapman Legislative Advisor Back Country Horsemen of Washington</p> <p>Kathy Young President Back Country Horsemen of Washington</p>	<p>Thank you for the opportunity for commenting on behalf of Back Country Horsemen of Washington.</p> <p>The Nonhighway and Off-road Vehicle (NOVA) grant program is perhaps the most important recreational grant funding source for developing and maintaining primitive recreation trails, campgrounds, and trailheads in Washington State maintained by the Department of Natural Resources, the US Forest Service, and other agencies. Support for continuation of the NOVA program and its gas tax allocations are an annual effort which brings all trail users and organizations together to ensure current and future funding through biennium after biennium. With its sister federal gas tax fund, the Recreational Trails Program (RTP), the sustainability of the state's network of public land trails and access has a vital safety net.</p> <p>While we have worked to get corresponding increases in NOVA with the gas tax changes, NOVA remains incomplete due to bonding commitments for a share of state gas tax that would otherwise go to NOVA. Still, the NOVA fund provides for grants almost three times what RTP does.</p> <p>We are concerned though that these grant programs were meant to augment operational funding, not replace it, yet the trend appears to put more reliance on the grants by the agencies. Operational and other capital revenue has been</p>	<p>At this time RCO is not able to monitor the finance and budgets of sponsor organizations. In addition, it is likely that many of the government agencies maintenance funding is ever changing</p>

Number	Commenter	Comment	Staff Response
		<p>getting cut both at the state and federal level. While we understand one of the draft recommendations here is to find new criteria to address competitive maintenance uses by the agencies, we should be careful about getting complacent on advocating for proper operating revenues. Again, grants are meant to augment operations, not be a substitute for them. With competitive grants, predictability on sustained operations and contract fulfillment becomes a problem when there is a reliance on non-guaranteed grant awards.</p> <p>Another issue with relying on gas tax revenues much like with highway infrastructure funding is long term viability as the use of gas drops. Other grant sources will be needed in the future.</p> <p>We do support the recommendation for maintaining a high level of satisfaction (Recommendation #1), but since there is currently such a high level, possible proposals to shift focus to different locations based on changed criteria should be examined very carefully. Don't break something that doesn't need fixing. Continued funding for NOVA comes from a lot of hard work by user groups working with legislators and agencies.</p> <p>Both NOVA and RTP have broad bi-partisan support due to a large part from the coalition of users and constituencies involved. NOVA has twice been involved in litigation around how the funding is used with respect to the state constitution and to state law. Both funds end up in jeopardy when swept to other uses, no matter how well meaning the intent.</p> <p>We support responding to the changing need of project sponsors (Recommendation #2) as written in the draft since the recommendation is in line with current NOVA policies.</p>	<p>and potentially trending down which would complicate the awarding of grants if RCO was able to monitor sponsor operations in this way. In some instances, NOVA maintenance funds free up sponsors to implement needed capital improvements with the limited funds they do have.</p> <p>The NOVA Advisory Committee's review and evaluation of project proposals guides where funding goes on the landscape. RCO staff will continue to consult with stakeholders and the NOVA Advisory Committee regarding any criteria changes.</p>

Number	Commenter	Comment	Staff Response
		<p>We do not object to a NOVA update of users (Recommendation #3) though we use caution that not much is likely to change but that the last full update ended in litigation. There actually has been a comprehensive JLARC study much more recently than 2003 that supports the current distribution – though the study was focused on why NOVA should get its full allocation from the gas tax. There has also been a second round of litigation on this very issue with the courts upholding the current distribution. Off-highway gas tax is still generated by the same uses as before.</p> <p>We have no objection to Recommendations #5 and #6 as long as the intent of the current program and the users it serves remain unchanged. Users that generate the revenue are expected to benefit from the grants.</p> <p>One possible recommendation we would like added is to consider allowing non-profits to apply and compete for a small portion of the NOVA grant fund. Since 5 million was added to the biennium account, with more expected in the future as bonds mature, perhaps 2.5 million could be open for non-profit application (about ½ the equivalent RTP fund). It is not our intent to unnecessarily take away from agency grant revenue. However, it is easier for non-profits to be vested in the effort to preserve a fund if they can be involved in some small way as direct recipients. The RCO has opened up other funds to conservation groups, such as WWRP, but not for recreation groups. We remain limited to the federal RTP fund. We realize that this will require additional revisions to the NOVA application requirements.</p>	<p>Any fuel use study may identify new users to be served by the NOVA program.</p> <p>Regarding non-profits being eligible in NOVA. (note that motorized non-profit groups already are)...this is something the board cannot implement without a statutory change. Evaluating new types of projects (by non-profits for example) in light of statutory opportunities and limitations is referenced in Recommendations section ""Provide Quality Opportunities and Maintain High Levels of Satisfaction for NOVA Recreationists." However, a discrete recommendation to expand non-profit eligibility is not in the draft plan.</p>
38	Phil Wolff	<p>RCO in my opinion did a great job with this draft plan.</p> <p>Below are my specific comments</p>	

Number	Commenter	Comment	Staff Response
		<p><b>Campgrounds and ORV sports parks</b></p> <p>From a mountain and dirt bike NOVA enthusiasts I believe the focus of funding should be for new trails and trail maintenance. Funding for park operations and our maintenance of campgrounds (where a concessionaire could operate them with user fees) should be limited. If an investment needed to be made to say get a park or campground to a place where it could be taken over by a concessionaire and supported by fees then that would be worthwhile expenditure.</p> <p>I also agree funding should be focused for the highest amounts of use in areas with trails / roads open for a variety of use</p> <p>If this statement below gets us to that point then I am all in favor of it.</p> <p><i>"Examples of evaluation criteria improvements are reconsidering the relevance of priority funding for projects near population centers, prioritizing education and enforcement funding directed at open recreation areas rather than enforcing closures, and increasing the increments at which match is scored to encourage additional matching resources and to create greater scoring differential between projects.</i></p> <p><i>Another way the board seeks to contribute to improved recreational opportunities is it to evaluate the benefits of investing in concessionaire run facilities such as sport parks and campgrounds over other facilities. The purpose of evaluating this issue is to ensure NOVA funds are used for public purposes to augment public-private sector cooperation and capacity in a meaningful way"</i></p>	<p><b>Campgrounds and ORV sports parks</b></p> <p>There is no proposed change to the priorities of the program.</p> <p>Evaluating funding as it relates to concessionaire run areas is being considered under Recommendations section "Provide Quality Opportunities and Maintain High Levels of Satisfaction for NOVA Recreationists."</p>

Number	Commenter	Comment	Staff Response
		<p><b>On equitable distribution of fuel taxes</b>  I would look at the miles of roads open to travel by all types of fuel powered vehicles and the miles of roads they can drive in say a particular forest.  For instance the Capitol Forest near Olympia has 500 miles of dirt roads which are open for travel by all NOVA recreationists : hunting, ORV, driving for pleasure, driving to trailheads and or campgrounds vs say Tiger Mountain which would have very little road miles. Equestrian and ORV tow vehicles I would guess burn more fuel then say a Prius traveling to a trailhead a ¼ mile or less off of pavement. I also believe the hunters get short changed given the amount of miles driven is forests which are open for this activity.</p> <p><b>Streamline grant making</b>  Block grants would be good in some situations, I favor in person evaluations for at least some of the competitive grant dollars. In person evaluation also allows more transparency</p> <p><i>The board will work to improve the efficiency and efficacy of the grant making process. The number of applications has been increasing and requests have shifted towards seasonal maintenance and operations programs, as opposed to discreet trail projects. These maintenance (and operations) program requests are increasingly hard to distinguish from one another. Therefore, a consideration of how funds within categories are prioritized, and how projects are grouped and evaluated would likely improve the grant making process. For example, a written evaluation method as opposed to an in-person evaluation may be preferred, or the board may consider block grants for at least a portion of NOVA funds.</i></p> <p><b>Coordinate with other state agencies</b>  I agree with the state however here is an idea.</p>	<p><b>On equitable distribution of fuel taxes</b>  Staff will consider this suggestion if a fuel use study is commissioned.</p> <p><b>Coordinate with other state agencies</b></p>

Number	Commenter	Comment	Staff Response
		The board should also encourage state agencies and the federal / local governments to coordinate. For instance DNR seems to do a good job with trails however they at times struggle with providing overnight use. State Parks has trouble getting trail projects off the ground but they do a great job with providing overnight use at a minimal or no cost to the agency and or NOVA funds. <i>There are places where multiple agencies have land near one another – perhaps in some cases one agency could be a focal point?</i>	The board’s role to direct the actions of other state and federal agencies is limited. However, an expanded scope of the current NOVA plan as identified in Recommendations section “Coordinate with Other State Agencies” may effect which activities are funded with NOVA funds in each agency.
39	Kevin Killeen Land and Water Conservation Fund Advisory Committee Member	<i>(Comments pertain to format of text on the website)</i>	RCO staff have made edits to the draft plan language and sent other comments to our web developer.
40	Jason Goldstein Winter Recreation Program Washington State Parks and Recreation Commission	<p>I took a quick look at the WA Trails and NOVA draft plans. There is very little mention of winter recreation other than some recreation use graphs. Some of our winter recreation enthusiasts are calling asking clarifying questions related to: are the rules changing and not allowing for winter recreation grants? Can a club still apply and qualify for these grants? I assume nothing has changed just that the plans lack reference to winter activity.</p> <p>I would recommend you add “winter recreation activities” when you are describing the plans recreation participation, not just off road vehicle and or hiking etc. Snowshoeing, cross country skiing, snow play, ski-joring, and snowmobiling are winter pursuits you could mention. It’s not directly clear that winter recreation qualifies, although you do have links to the grant application process, that does not seem to have changed from last season.</p>	There are no proposed changes to grant policies for winter recreation. Staff has updated the draft plan to reference winter recreation.

Number	Commenter	Comment	Staff Response
		<p>It would be nice to see participation rates of winter related activities, isn't it around 30%? I see you do list Snow and Ice Expenditures at \$1,726,729,167</p> <p>You reference recreate in the snow on private lands? Over 95% of the winter trails our program manages is on Federal Lands USFS, plus State and DNR.</p> <p>There is a lot of very useful information in these draft plans, and it has a nice layout. Hopefully you can incorporate a little more emphasis related to winter recreation pursuits. Many thanks.</p>	
41	Byron Stuck President Washington Off Highway Vehicle Alliance	<p>On behalf of the Washington Off Highway Vehicle Alliance (WOHVA), please accept these comments on your Draft State Recreation and Conservation Plan. WOHVA is the advocacy and political action arm of motorized off road recreationalists in the state of Washington. We have over 13,000 represented members. Our Board and volunteers have collected the following comments (NOT in priority order):</p> <ol style="list-style-type: none"> <li>1. <b>Plan Format</b> – We're sorry but the first comment is about form and not substance. The website-only version of this plan may improve the number of views but it made it more difficult to evaluate and search. You may also be confused by sources for our comments in this document ... we apologize but believe that's another unintended consequence of the chosen display. Most of our comments relate to the NOVA and Trails Plans. In the future if an additional single document would be made available, that would simplify key word searches, referencing comments and also allow the entirety to be reviewed more easily. It will be interesting to see the user feedback on this web-only approach.</li> </ol>	We have received similar feedback and will consider changes for the next planning cycle.

Number	Commenter	Comment	Staff Response
		<p>2. <b><u>Coordination With “Other Agencies”</u></b> – We love the encouragement to share and work with other state agencies. This should be done with the goal of improving efficiency through sharing planning, training, equipment and the like. It should not be an end in itself and the investment in coordination needs to be less than and keep in perspective the value received.</p> <p>Also, if more coordination with state agencies is good, then more coordination with the USFS is also good. The parallel here is obvious, especially considering the recent study examining innovative passes for land access. Neither the animals nor your human customers see boundaries between state and federal land, trails or other off road resources as relevant ... so you shouldn't either. And this vision and messaging needs to come from leadership and plans like these, as front line staff already appreciate the wisdom and indeed work together behind the scenes whenever possible. We all should promote joint planning (this plan includes statewide survey data but recommends primarily state responses). We should also promote sharing equipment and other maintenance materials, training and indeed staff wherever possible.</p> <p>3. <b><u>Survey Improvement</u></b> – It was impressive to see in the 2017 resident survey report that 11% of respondents participated in motorized off road (p.59). This validates our organization and the work of many committed volunteers. It was also appreciated that the universities in our state were being used for research support instead of the private sector. This is another great example of working with “other state agencies”.</p>	<p>The board has limited ability and authority to coordinate the plans and actions of other agencies.</p> <p>NOVA funded equipment can be shared by agencies as long as it serves the funded purpose.</p>



Number	Commenter	Comment	Staff Response
		<p>It was difficult, though, to see the NOVA reference for the recommendation #1 say that there was “very high satisfaction with the opportunism typically supported by NOVA”. The inference we took away from this was there was a very high satisfaction with NOVA. Looking at Table 5.4 in the same 2017 survey we observed only a 23% high satisfaction and the modal response was “only” satisfied. Our user base mirrors this response where there is some satisfaction with the NOVA program, but it cannot be characterized as “very high”. Improvement of this satisfaction should be a prominent goal within these plans, as should greater quantity and quality of trail mileage.</p> <p>4. <b>Growth in UTV’s</b> – It would be nice to see a high level plan like this address some specific problems within motorized off road recreation. For example, there’s been a dramatic growth in UTV’s with little corresponding response in terms of trail or road supply to address that demand. There’s a need for better road use legislation as well.</p> <p>5. <b>Grant Efficiency</b> – There are helpful comments within the plan regarding longer grant terms and cycles so that land managers can focus on their land, and not their funding request. Efforts to streamline the specific grant making process are also helpful. Regarding grants, one observation several volunteers have made is that the RTP funds don’t seem to be visible to many land managers. They exhaust their NOVA possibilities but don’t appreciate that there may also be funding from RTP. This knowledge should be more visible.</p>	<p>The Recommendations section “Provide Quality Opportunities and Maintain High Levels of Satisfaction for NOVA Recreationists” has been updated to reflect the comparable lower satisfaction of ORV and Hunting/Trapping recreation.</p> <p>A section in the Recommendations section “Provide Quality Opportunities and Maintain High Levels of Satisfaction for NOVA Recreationists” has been added to address new trends and supporting emerging/new needs of the program.</p>

Number	Commenter	Comment	Staff Response
		<p><b>6. <u>Fuel Study</u></b> – There is a recommendation to update the 2003 Fuel Study and this needs to be considered in light of the other services that that funding could provide. If the overall objectives for a trail plan can be simplified to “providing excellent trail mileage” then the first use of funding should be directed to trails themselves, either maintenance or growth.</p> <p>If there is a fuel study, motorized off road needs to aid in the design, as it is a key funding source of the NOVA account, and there are several improvements needed in such a study:</p> <ul style="list-style-type: none"> <li>• The study was flawed as it compared motorized off-road fuel use to non-motorized non-highway road use and did not include motorized non-highway road use of our RV and tow rigs. The unique aspects of motorized off road where both tow vehicle mileage as well as trail mileage consume fuel needs to be accounted for.</li> <li>• Please insure that any future fuel use study measures the percentage of all WA State taxed motor fuel used off highway by wheeled vehicles including National Parks, National Forest roads, BLM roads, and trails, private lands, etc., i.e. insure that it does not just determine the percentage of use by NOVA user type of the current NOVA fuel tax allocation.</li> <li>• The prior study also did not provide the people surveyed with the real legal definition of a non-highway road, leaving many to assume that it was everything but a highway/freeway.</li> </ul>	<p>Language has been added to the fuel use study recommendation which identifies the importance of stakeholder inclusion, as well as the importance of a thorough, accurate and equitable methodology.</p>

Number	Commenter	Comment	Staff Response
		<p>Improving this legal definition should also be another part of this plan in that some prior applicants in urban areas had very little connection to a "non-highway road".</p> <ul style="list-style-type: none"> <li>• And finally, motorized off road is more typically a group activity due to risks and support.</li> </ul> <p>Thank you for the opportunity to comment on these draft plans. We observed that the State Recreation Trail Corridors document (from 1973-1978) did not even list motorized off-road recreation - we appreciate being included here!</p> <p>Please do not hesitate to contact us if you would like further information on any of this.</p>	
42	<p>Tod Petersen Legislative/Land Use Coordinator Northwest Motorcycle Association</p>	<p>On behalf of the Northwest Motorcycle Association I am submitting the following comments concerning the Draft State Recreation and Conservation Plan:</p> <p><u>Fuel use study</u> We support a new fuel use study, but must highlight the importance of generating accurate results. The previous study failed to provide the study recipients with a legal definition of nonhighways road, leaving them to make their own assumptions, hence fatally flawing the study results.</p> <p><u>Eligibility threshold for Nonhighway road funding</u> It is very important that the eligibility requirements are not circumnavigated by grant applicants by identifying a short portion of access driveway as a Nonhighway road.</p> <p><u>Funding private entities</u> It is critical that grants providing capital improvement or major equipment funding include language that requires long term and affordable public access.</p>	<p>Language has been added to the fuel use study recommendation which identifies the importance of stakeholder inclusion, as well as the importance of a thorough, accurate and equitable methodology.</p> <p>Policies for purchased equipment ensure long-term tracking of use and maintenance. Equipment must be used for its funded purpose.</p>

Number	Commenter	Comment	Staff Response
		<p><u>Engaging public input</u></p> <p>The existing known Nonhighway and offroad vehicle organizations are an underutilized resource. Better engagement would facilitate improved utilization of grant funds.</p> <p>Respectfully submitted</p>	
43	Arlene Brooks Four Wheel Drive Owner	<p>Thank you for giving me the opportunity to comment on the Draft State Recreation and Conservation Plan – specifically RCFB – NOVA Plan - Funding</p> <p>By all indications through the Assessment of Outdoor Recreation Demand survey, there is public satisfaction regarding how the Non highway and Off Road Vehicle Activities (NOVA) committee had advised the Recreation and Conservation Office (RCO) in their approval of past grants. The NOVA advisory committee remains a vital part of the allocation and use of moneys towards outdoor recreation; they represent the views and needs of the users.</p> <p>With outdoor recreation being a multi-billion dollar industry the legislature needs to take a closer look at the revenue that's being directed to our annual economy; there is a need to appropriate revenue and be directed to an outdoor recreation fund. The motorized communities have already taxed themselves, ORV permit fee, State fuel tax, and participates in the current Discover and Forest Passes, and it's time for the Legislature to act in the name of recreation.</p> <p>Another avenue the Legislature could take to elevate the revenue shortage on recreation would be to direct a full 1% state fuel tax to the NOVA fund; as the recent increase of fuel tax has not increased the NOVA fund.</p> <p>Thank you for your time in this matter.</p>	<p>If commissioned, staff will evaluate including the 1% refund limit in a fuel use study.</p>

**Recreation and Conservation Funding Board  
Resolution 2017-32  
Approval of the 2018-2022 State Recreation and Conservation Plan,  
Associated Specific Recreation Plans, and Board Unifying Strategy**

**WHEREAS**, the National Park Service (NPS) provides federal Land and Water Conservation (LWCF) grant-in-aid assistance to the states to preserve and develop outdoor recreation resources; and

**WHEREAS**, to be eligible for the funds, Washington State must submit a state comprehensive outdoor recreation plan, and update that plan at least every five years; and

**WHEREAS**, the Washington State plan must be updated and approved by the NPS by the end of 2017; and

**WHEREAS**, Washington State law requires the Recreation and Conservation Funding Board to also provide a state trails plan, Nonhighway and off-road Vehicle Activities plan, and

**WHEREAS**, Washington State law allows for an optional community athletic facilities plan (Revised Code of Washington 79A.35, 79A.25.820, and 46.09.370); and

**WHEREAS**, Washington State law requires the board to adopt a unifying strategy to meet the needs of outdoor recreation (Revised Code of Washington 79A.25.005); and

**WHEREAS**, the Recreation and Conservation Office developed an updated state plan, associated specific recreation plans, and unifying strategy that assesses current outdoor recreation facilities and opportunities, projects future needs for and challenges to the delivery of recreational opportunities, and addresses key issues of importance to recreation planning and funding; and

**WHEREAS**, the state plan meets the criteria set forth by the NPS for state comprehensive outdoor recreation plans and the requirements in state law; and

**WHEREAS**, the Recreation and Conservation Office utilized an advisory committee and conducted extensive outreach during the development of the draft state plan, associated specific recreation plans, and unifying strategy; and

**WHEREAS**, the draft state plan, associated specific recreation plans, and unifying strategy were provided for a 30-day public comment opportunity and the office incorporated the public's feedback into a final draft plan for the board's consideration.

**NOW, THEREFORE BE IT RESOLVED**, that the board hereby adopts the 2018-2022 Washington State Recreation and Conservation Plan as the state comprehensive outdoor recreation plan as presented on the Internet at [www.rco.wa.gov/staterecplans](http://www.rco.wa.gov/staterecplans) as of October 11, 2017; and

**BE IT FURTHER RESOLVED**, that the board hereby adopts the 2018-2022 Washington State Trails Plan as an appendix as presented on the Internet at [www.rco.wa.gov/StateRecPlans/?page\\_id=1702](http://www.rco.wa.gov/StateRecPlans/?page_id=1702) as of October 11, 2017; and

**BE IT FURTHER RESOLVED**, that the board hereby adopts the 2018-2022 Washington State Community Outdoor Athletic Facilities Plan as an appendix as presented on the Internet at [www.rco.wa.gov/StateRecPlans/?page\\_id=1730](http://www.rco.wa.gov/StateRecPlans/?page_id=1730) as of October 11, 2017; and

**BE IT FURTHER RESOLVED**, that the board hereby adopts the 2018-2022 Nonhighway and Off-road Vehicle Activities Plan as an appendix as presented on the Internet at [www.rco.wa.gov/StateRecPlans/?page\\_id=2023](http://www.rco.wa.gov/StateRecPlans/?page_id=2023) as of October 11, 2017; and

**BE IT FURTHER RESOLVED**, that the board hereby adopts the 2018-2022 Boating Grants Program Plan as an appendix as presented on the Internet at [http://www.rco.wa.gov/StateRecPlans/?page\\_id=1270](http://www.rco.wa.gov/StateRecPlans/?page_id=1270) as of October 11, 2017; and

**BE IT FURTHER RESOLVED**, that the board hereby adopts the 2018-2022 Unifying Strategy as the board's implementation plan that reflects the priorities in the above approved plans as presented on the Internet at [http://www.rco.wa.gov/StateRecPlans/?page\\_id=1177](http://www.rco.wa.gov/StateRecPlans/?page_id=1177) as of October 11, 2017; and

**BE IT FURTHER RESOLVED**, that the director is authorized to submit the plan to the Governor and NPS for subsequent approval and certification.

*Resolution moved by:* \_\_\_\_\_

*Resolution seconded by:* \_\_\_\_\_

*Adopted/Defeated/Deferred (underline one)*

*Date:* \_\_\_\_\_

## Recreation and Conservation Funding Board Briefing Memo

**Meeting Date:** October 11-12, 2017

**Title:** Washington Wildlife and Recreation Program (WWRP) Match Waiver Policy

**Prepared By:** Adam Cole, Natural Resource Policy Specialist

### Summary

This memo discusses public comments received on policy proposals to reduce match for some project applicants in the Washington Wildlife and Recreation Program's Outdoor Recreation Account. In light of public comments made, staff has updated policy proposals and final recommendations. Staff requests the board approve and adopt these policies in preparation for the 2018 grant round.

### Board Action Requested

This item will be a: ☒ Request for Decision  
☐ Request for Direction  
☐ Briefing

**Resolution** 2017-33

## Background

Over the past year RCO staff worked with a statewide workgroup to develop policy proposals to provide reduced match requirements in the Washington Wildlife and Recreation Program – Outdoor Recreation Account for local government projects serving “communities in need” and “underserved populations.” To help with the effort, staff contracted consultants and contacted elected officials and park and recreation professionals to obtain their feedback. At the July board meeting, staff presented draft recommendations to the board.

Following board feedback, staff solicited [public comments on the proposed policy pathways](#) for reducing match. The public comments and final policy recommendations are discussed below.

For more background on this effort see [Item 11](#), of the May 2017 board materials, and [Item 8](#) in the July 2017 board materials.

## Summary of Public Comments

Staff received 16 comments on the proposed policy statements, 11 from organizations and another 5 from individuals. Of those commenting only 3 opposed reducing match, the remaining supported reducing match. Although there was broad support for these policies, commenters did identify areas of improvement, these included:

1. One commenter recommended that an “earned income” variable may provide a more accurate measure of a community’s wealth.

2. One commenter recommended we raise the jurisdictional income threshold in the Underserved Population policy from 80% of state median income to “less than the state median income” to include more urban communities in a possible match reduction.
3. Another commenter suggested private timberland be considered part of the “non-taxable land” in the Counties in Need policy and wanted partnership (co-sponsored) projects to be considered for reduced match.
4. A few commenters recommended the policy use a smaller jurisdictional geography, school districts for example, for projects in unincorporated areas.
5. Many commenters stated that small, rural, poor, or inexperienced jurisdictions have a difficult time applying for, receiving, and managing RCO grants due to current match requirements, the preference for projects near population centers, and other institutional barriers.
6. Two commenters opposed the Federal Disaster policy because of the political nature of disaster declarations, the fact that there is already federal assistance available to these areas, and the breadth of disaster areas in the state which may reduce the amount of projects funded over time.

These comments, as well as recent discussions with our statewide workgroup, consultants, and others led staff to make the following changes:

1. Apply the same “less than the state median household income” jurisdictional income threshold to the Underserved Population policy.
2. Allow co-sponsored projects if all the sponsors qualify for reduced match.
3. In the Federal Disaster policy, increase the per capita damage threshold and the percent of match reduced, and change the time periods for when a jurisdiction can demonstrate revenue loss.

To read the verbatim comments and staff responses, see Attachment E.

## Recommended Policy Statements

Staff recommend approval of the following 4 policy statements:

1. Communities in Need
  - If the grant applicant is a jurisdiction (city, town, tribe, special purpose district) of 20,000 residents<sup>1</sup> or fewer, and the median household income is less than the state median household income, the applicant’s minimum match is identified in Table 1. (See Attachment A and Appendix I for details.)

---

<sup>1</sup> If the jurisdiction is home to an institution of higher learning (college, university) and 20% or more of the jurisdiction’s population is college enrolled (as identified by the US Census Bureau), the jurisdiction’s Median Family Income, and state’s Median Family Income shall apply in place of its Median Household Income, and state Median Household Income. Removing enrolled population may make an otherwise ineligible jurisdiction, eligible for a match reduction in this policy.



2. Underserved Populations
  - If the grant applicant is a jurisdiction<sup>2</sup> (city, town, tribe, special purpose district) that has a median household income less than the state median household income, and the project is located in a census block group where the median household income is less than 70 percent of the state median household income, the following minimum match in Table 3 applies (See Attachment B and Appendix II for details.)
3. Counties in Need
  - An applicant that is a county shall have match reduced if its median income is less than 70% of the state median income, it is distressed (as defined by Washington Employment Security Department), and 60% or more of its land base is in a non-taxable status. (See Attachment C and Table 5 for details)
4. Federal Disaster
  - If the grant applicant is a jurisdiction (city, town, tribe, special purpose district) that is, or is located in, a federally declared disaster area (Major Disaster under the Stafford Act), the following minimum match in Table 7 applies for grant applications submitted within 5 years of the disaster incident period. (See Attachment D and Table 7 for details.)

## Attachments

1. Communities in Need (Attachment A)
2. Underserved Populations (Attachment B)
3. Counties in Need (Attachment C)
4. Federal Disaster (Attachment D)
5. Public Comment Log (Attachment E)
6. Board Resolution (Attachment F)
7. Communities in Need Policy Applied (Appendix I)
8. Underserved Populations Policy Applied (Appendix II)

---

<sup>2</sup> If the jurisdiction is home to an institution of higher learning (college, university) and 20% or more of its population is college enrolled (as identified by the US Census Bureau), the jurisdiction's Median Family Income, and state's Median Family Income shall apply in place of its Median Household Income, and state Median Household Income. Removing enrolled population may also qualify the jurisdiction for the community in need policy.

## 1) Policy Statement: Communities in Need

### Intent

Reduce the match required for smaller jurisdictions whose ability to raise match is constrained.

### Policy<sup>3</sup>

If the grant applicant is a jurisdiction (city, town, tribe, special purpose district) of 20,000 residents\* or fewer, and the median household income is less than the state median household income, the applicant's minimum match is identified in Table 1.

**Table 1. Minimum Match for Communities in Need**

Jurisdiction's Median Household Income as a Percent of State Median Household Income	Minimum Match Required
0 to 50	10%
50.01 to 60	20%
60.01 to 80	30%
80.01 to 99.99	40%

Additional requirements:

- The maximum reduced match for a single project is \$500,000.
- At least 10 percent of total project cost must be provided in the form of a non-state, non-federal contribution.
- If a project is sponsored by more than one organization ("co-sponsors"), all must qualify for some match reduction. Minimum match shall be assigned based on the Primary Sponsor of the application.

\* If the jurisdiction is home to an institution of higher learning (college, university) and 20% or more of the jurisdiction's population is college enrolled (as identified by the US Census Bureau), the jurisdiction's Median Family Income, and state's Median Family Income shall apply in place of its Median Household Income, and state Median Household Income. Removing enrolled population may make an otherwise ineligible jurisdiction eligible for a match reduction in this policy.

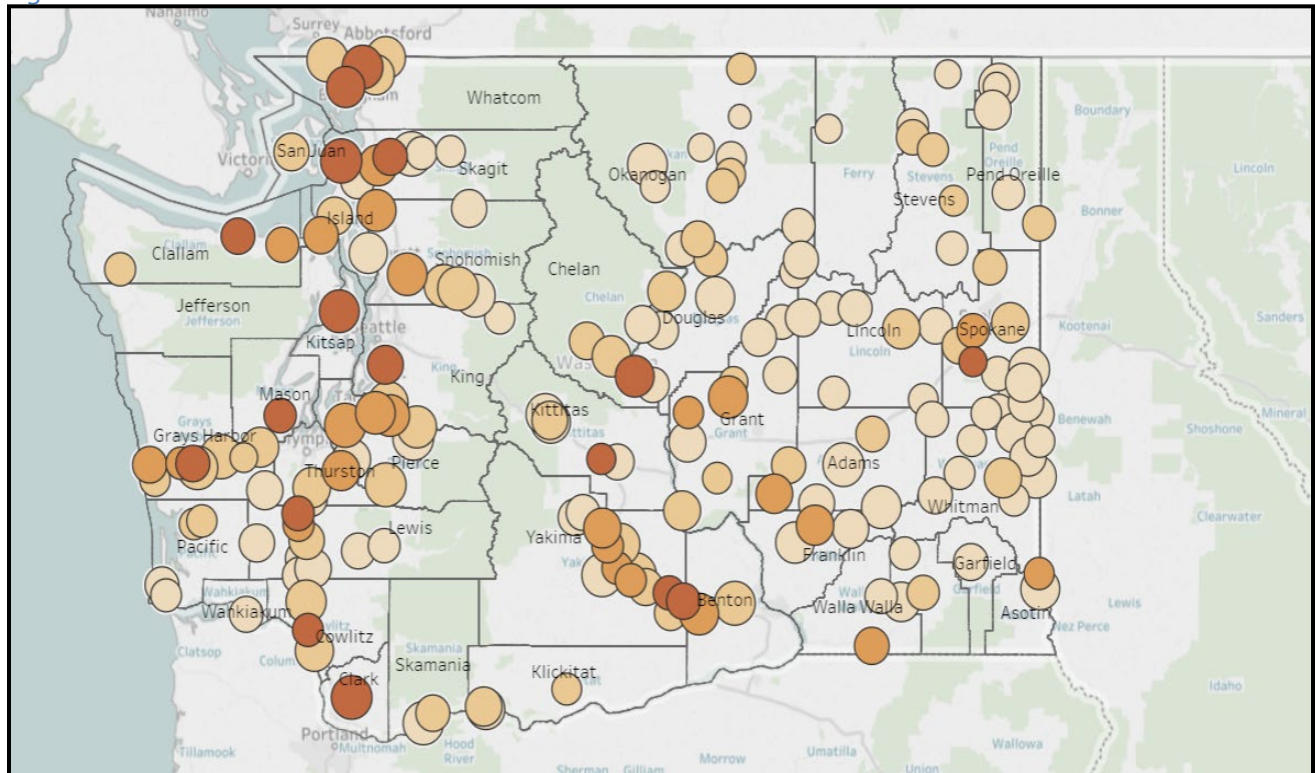
---

<sup>3</sup>Data source shall be the best and most currently available from the US Census Bureau, or the Washington State Office of Financial Management, or other sources as may be appropriate.

### Communities in Need: Policy Outcomes (Estimated)

Figure 1 below shows the 186 (of 281) cities and towns in the state that “qualify” for reduced match because they have a population of less than 20,000, and a median household income less than the state’s (\$61,300).

Figure 1.



#### Population Range

- 20,000 - 10,000
- 10,000 - 5,000
- 5,000 - 1,500
- < 1,500

These cities and towns account for 658,953 (9.4%) of the states 6,985,464 residents. For these match reduced communities, the median population is 1,620 (South Bend) and the median household income is \$42,700 (Port Townsend, 70% of state median income).

See Appendix I for a detailed list of all cities’ and towns’ income and population, and the minimum match for the communities that “qualify” for reduced match under this policy proposal.

2) Policy Statement: Underserved Populations

Intent

For a low income jurisdiction (city, town, tribal area, special purpose district) of any population size, reduce the match required for projects in a census block where the income is less than the jurisdiction as a whole.

Policy<sup>4</sup>

If the grant applicant is a jurisdiction\* (city, town, tribe, special purpose district) that has a median household income less than the state median household income, and the project is located in a census block group where the median household income is less than 70 percent of the state median household income, the following minimum match in Table 3 applies.

Table 3. Minimum Match for Underserved Populations

Census Block Group’s Median Household Income as a Percent of State Median Household Income	Minimum Match Required
0 to 55	10%
55.01 to 60	20%
60.01 to 65	30%
65.01 to 69.99	40%

Additional requirements:

- The maximum reduced match for a single project is \$500,000.
- At least 10 percent of total project cost must be provided in the form of a non-state, non-federal contribution.
- If a project is sponsored by more than one organization (“co-sponsors”) all must qualify for some match reduction. Minimum match shall be assigned based on the Primary Sponsor of the application.

\* If the jurisdiction is home to an institution of higher learning (college, university) and 20% or more of its population is college enrolled (as identified by the US Census Bureau), the jurisdiction’s Median Family Income, and state’s Median Family Income shall apply in place of its Median Household Income, and state Median Household Income. Removing enrolled population may also qualify the jurisdiction for the community in need policy.

Underserved Populations: Policy Outcomes (Estimated)

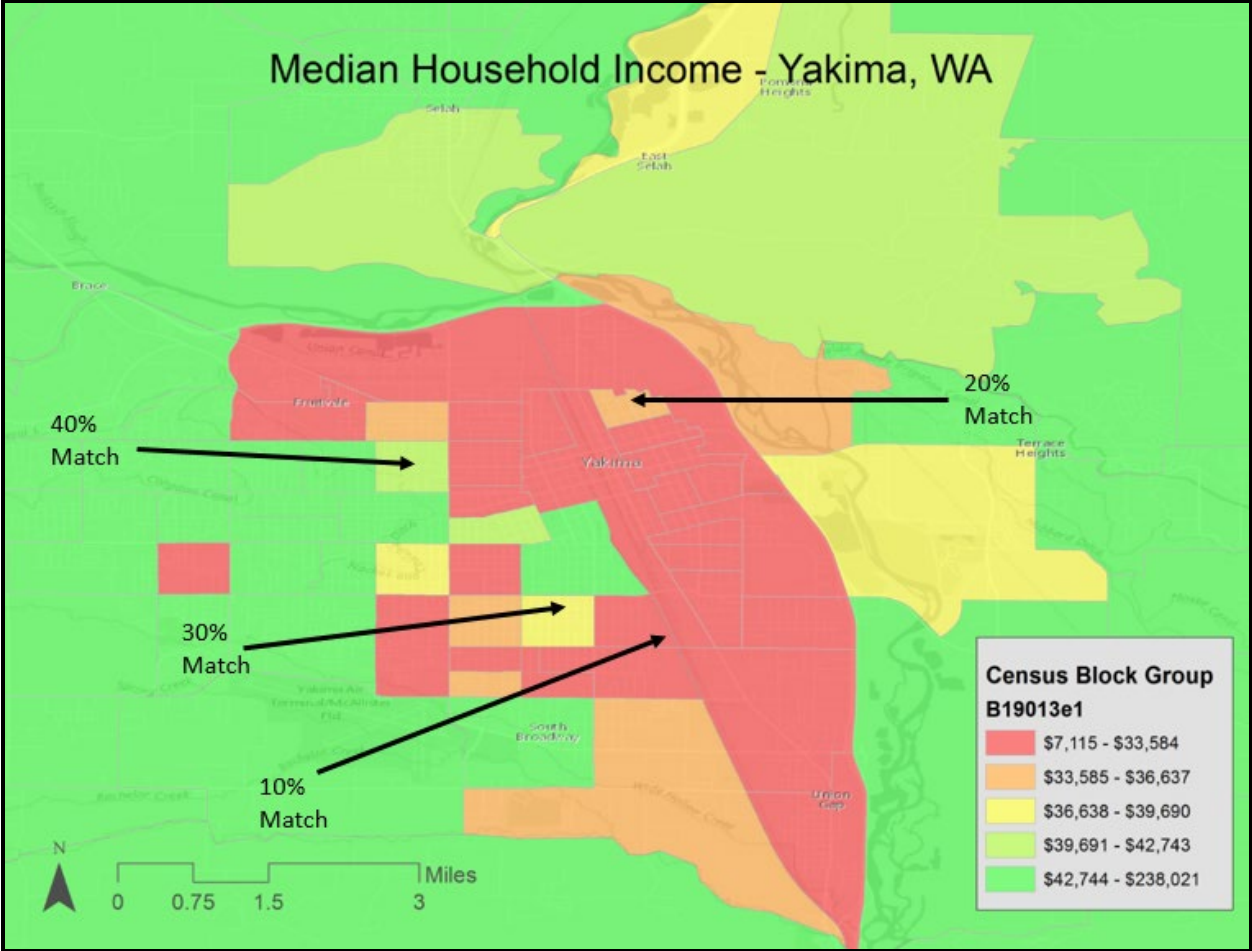
The jurisdictional income threshold for match reduction eligibility during the public comment period was “less than 80% of the state median household income.” Staff is now recommending the jurisdictional threshold for match reduction eligibility be raised to “less than the state median household income” (below 100%). If this recommendation is approved, 29 of the 50 cities with a population over 20,000 could “qualify” for reduced match if the project is located in a census block group where the median household income is less than 70% of the state median household income. These 29 cities account for 2,033,530 residents, or 29% of the state. If the jurisdictional income threshold of “less than 80%” is approved, only 14 communities accounting for 820,350 residents, or 12% of the state, would be affected.

For a detailed list of the 50 largest cities in the state and their potential match reduction status, [see Appendix II](#)

Figure 2. Underserved Populations, Example of Income by Census Block – City of Yakima.

The City of Yakima has a median household income below 80%. This figure shows those areas where a project would qualify for a match reduction. The light green to red census block groups, each with less than 70% of State Median Household Income (\$42,743), would have a match requirement below 50%.

<sup>4</sup> Data source shall be the best and most currently available from the US Census Bureau, or the Washington State Office of Financial Management, or other sources as may be appropriate.



3) Policy Statement: Counties in Need

Intent

Reduce the match required for counties whose ability to raise match is constrained.

Policy<sup>5</sup>

An applicant that is a county shall have match reduced if its median income is less than 70% of the state median income, it is distressed (as defined by Washington Employment Security Department), and 60% or more of its land base is in a non-taxable status. (See Attachment C and Table 5 for details)

Table 5. Match for Counties in Need

Table 5 shows the match reductions (from 50%) that apply for any county in the state. The reductions are cumulative if the county meets more than one condition.

Variables (Any or all may apply)	50% Match Shall be Reduced by: (Cumulative)
County Median Household Income less than 70% of State Median Household Income	10%
County Median Household Income less than 65% of State Median Household Income	10%
County is "Distressed" as defined by WA Employment Security Department	10%
60% or more of land is non-taxable*	5%
75% or more of land is non-taxable*	5%

\*Includes properties/land where the county receives payments in lieu of taxes from a government entity.

Example:

County A: Starting minimum match is 50%. County A has a median household income of 68% of the state median income which is a 10% reduction in required match. County A meets no other variables. Minimum match requirement in this case is 50% minus 10%. County A's minimum required match is 40%.

County B: Starting minimum match is 50%. County B has a median household income of 64% of the state median income, is a "Distressed" county, and 80% of its land is non-taxable. Therefore, County B has met all 5 equaling a match reduction of 40% (50% minus 40% is 10%). County B's minimum required match is 10%.

Additional requirements:

- The maximum reduced match for a single project is \$500,000.
- At least 10 percent of total project cost must be provided in the form of a non-state, non-federal contribution.
- If a project is sponsored by more than one organization ("co-sponsors") all must qualify for some match reduction. Minimum match shall be assigned based on the Primary Sponsor of the application.

<sup>5</sup> Data source shall be the best and most currently available from the US Census Bureau, or the Washington State Office of Financial Management, or other sources as may be appropriate.



Table 6. Counties in Need Policy Applied to Counties (Estimated)

Under this policy, 25 of the 39 counties in the state would receive some level of match reduction. These 25 counties account for 1,721,567 residents, 24.6% of the state’s population.

Population Rank	County	Median Household Income (Thousands of Dollars)	% of State Median Household Income (\$61,000)	Population	Distressed? (ESD)	Non-Taxable Land Base >60%	Non-Taxable Land Base >75%	Required Minimum Match
36	Ferry County	38.1	62%	7,582	Y	YES	YES	10%
30	Pacific County	37.6	62%	20,848	Y			20%
25	Okanogan County	40.7	67%	41,516	Y	YES	YES	20%
33	Pend Oreille County	40.5	66%	13,088	Y	YES		25%
22	Whitman County	36.6	60%	48,177	N			30%
26	Douglas County	38.4	63%	40,534	N			30%
38	Columbia County	38.5	63%	3,944	N			30%
23	Stevens County	41.9	69%	43,791	Y			30%
34	Skamania County	52.3	86%	11,339	Y	YES	YES	30%
8	Yakima County	44.7	73%	248,830	Y	YES		35%
18	Clallam County	47.2	77%	73,486	Y	YES		35%
27	Jefferson County	49.2	81%	30,466	Y	YES		35%
19	Grays Harbor County	43.5	71%	71,122	Y			40%
16	Lewis County	44.1	72%	75,882	Y			40%
37	Wahkiakum County	44.4	73%	4,042	Y			40%
31	Adams County	46.5	76%	19,254	Y			40%
12	Cowlitz County	47.4	78%	103,468	Y			40%
29	Klickitat County	48.3	79%	21,026	Y			40%
13	Grant County	48.7	80%	93,259	Y			40%
20	Mason County	50.4	83%	61,023	Y			40%
17	Chelan County	51.8	85%	75,644	N	YES	YES	40%
11	Skagit County	54.1	89%	121,846	Y			40%
14	Franklin County	56.9	93%	88,807	Y			40%
10	Benton County	60.2	99%	190,309	Y			40%
9	Whatcom County	53.1	87%	212,284	N	YES		45%
28	Asotin County	44.3	73%	22,105	N			50%
39	Garfield County	45.8	75%	2,219	N			50%
35	Lincoln County	46	75%	10,321	N			50%
24	Kittitas County	46.4	76%	43,269	N			50%
32	San Juan County	55.9	92%	16,252	N			50%
21	Walla Walla County	58.7	96%	60,338	N			50%
15	Island County	58.8	96%	80,593	N			50%
2	Pierce County	59.9	98%	843,954	N			50%
5	Clark County	60.7	100%	459,495	N			50%
6	Thurston County	61.6	101%	269,536	N			50%
7	Kitsap County	62.9	103%	260,131	N			50%
3	Snohomish County	70.7	116%	772,501	N			50%
4	Spokane County	70.7	116%	490,945	N			50%
1	King County	75.3	123%	2,117,125	N			50%

4) Policy Statement: Federal Disaster

Intent

Reduce the match required for jurisdictions adversely impacted by a federally declared disaster to support the recovery of assets as well as long term economic and community recovery.

Policy

If the grant applicant is a jurisdiction (city, town, tribe, special purpose district,) that is, or is located in, a federally declared disaster area (Major Disaster under the Stafford Act), the following minimum match in Table 7 applies for grant applications submitted within 5 years of the disaster incident period.

Table 7. Minimum Match for Jurisdictions Declared a Federal Disaster or in a Disaster Jurisdiction

Threshold(s)	Minimum Match
1) Applicant is, or is within, a jurisdiction declared a disaster area, and the value of damage to the applicant’s assets is at least twice the county per capita public assistance eligibility dollar amount (currently \$3.61) <sup>6,7</sup> (based on the applicant’s population)  Or  2) Applicant is within a jurisdiction declared a disaster area, and its annual gross revenues since the disaster incident period have declined by 40%.	25%

Additional requirements:

- The maximum reduced match for a single project is \$500,000.
- All match may be provided in the form of a state, or federal contribution.
- If a project is sponsored by more than one organization (“co-sponsors”) all must qualify for some match reduction. Minimum match shall be assigned based on the Primary Sponsor of the application.
- Grant requests using this Federal Disaster match policy shall be limited to 2 per jurisdiction (per biennium).
- Only non-temporary, permanent work costs shall be considered towards meeting the per capita amount established by FEMA.
- The burden to show damage recovery costs and revenue declines is on the applicant.

Federal Disaster Policy Outcomes (Estimated)

Nearly all counties in the state have been declared a major disaster in the last 5 years. Although staff has not identified a list of eligible jurisdictions via this policy, it is estimated that eligibility for a match reduction under this policy is widespread.

<sup>6</sup> As reported to Washington Military Department and eligible for public assistance.  
<sup>7</sup> Per capita dollar value to be doubled will be the current public assistance county or tribal damage threshold as published annually by the Federal Emergency Management Agency or the Washington Military Department.



WWRP Match Waiver Policy

Public Comment Log

Organizations				
#	Synopsis	Who/Date	Comment	Response
1	<b>(PRO)</b>  Use median EARNED income or WAGE income for rural areas.	<b>Lincoln Bormann</b> Director San Juan County Land Bank	I support the changes, but I would note that it might be more appropriate to use median <b><i>earned</i></b> or <b><i>wage</i></b> income rather than median income to better capture the situation in a number of rural counties. In San Juan, for example, the median income is over the state average but looking at average wage income reveals that it has the second lowest weekly wage rate in the state.  <a href="https://www.bls.gov/regions/west/news-release/countyemploymentandwages_washington.htm#table2">https://www.bls.gov/regions/west/news-release/countyemploymentandwages_washington.htm#table2</a>	The earned income measure does not account for other forms of income. The median household income is a more inclusive measure of the wealth of a community.
2	<b>(PRO)</b>	<b>J.C. Kennedy CPRP</b> Parks, Recreation & Community Services Director City of Airway Heights	I agree with the staff recommendation to adopt all four proposed changes.	Thank you for your comment.
3	<b>(PRO)</b>	<b>Frank Andrews</b> (PLN) Comprehensive Planning Department Confederated Tribes of the Colville Reservation	...regarding the policy changes for project match most communities located on or near the reservation are at a high poverty level, and employment is nearing 50% or higher, it is hard to provide 25% due our devastated timber loss within the past two years as well loss of timber mills and mining in Ferry and Okanogan County's. I believe that 10% or less would be great for smaller towns and Indian Reservations throughout the State of Washington.	Thank you for your comment.
4	<b>(PRO)</b>	<b>Darcy Mitchem</b>  Cowlitz County Park Board	...having the smallest communities rolled into a larger area ( <i>County</i> ) defeats the purpose of reducing the match for underprivileged areas. Perhaps school districts could stand in for	School district and single school boundaries may provide a geography for a more detailed analysis of the

Organizations				
#	Synopsis	Who/Date	Comment	Response
	<p>Need better geography for unincorporated communities...county is not a good surrogate. Use school districts.</p> <p>Rural communities lack staff to work on grants.</p> <p>Should also use health indicators.</p> <p>Small communities should be able to "Bank" match.</p> <p>Private timberland should be included in non-taxable land variable.</p>		<p>boundaries of rural communities, and those are defined and I know eligible for some types of grants...</p> <p>Reduction in Match policy changes:</p> <ul style="list-style-type: none"> <li>• Agree and support the idea of waiving or reducing the match for less prosperous areas of the state.</li> <li>• Rural areas often do not have the extra government administrators to monitor all the requirements of the RCO and the match tracking. Volunteers (like me) do it. Our County has one full-time parks employee. Please simplify! I worked on a small grant for a small rural county and some items we just "ate" the costs because the tracking was just too difficult, like calculating how many hours I volunteered to just track the match requirements (each job category, going rates, equipment rental estimates, value of tool use etc.)</li> <li>• I would like to see measures of community health incorporated, along with financial considerations, especially in the trail categories. There is a well-publicized county-by-county health report card released each year.</li> <li>• As with YAF, I believe small jurisdictions should be able to "bank" their match instead of the current policy where work on a project only counts if it occurs after July 1. Again, a large investment or donation, volunteer labor, or grants that a project receives BEFORE a grant is finalized should count toward match. Some items, like planting vegetation, simply work best when done in the wet season, but this rule forces grant recipients to work against nature and landscape in August. Of course the project sponsor takes on some risk if the RCO grant does not come through, but it should be their choice.</li> <li>• A county with a large amount of open space timberland is similar to a county with large amounts of public land with payments in lieu of taxes. In fact these payments are often greater. Counties with large amounts of private forestland should be treated the</li> </ul>	<p>socioeconomic conditions therein rather than the county as a whole. This may be an improvement to the policy over time but more resources and staff time is needed to fully examine this option.</p> <p>Staff considered health indicators but through the process of evaluation and review we removed them. In general, income is a proxy for health outcomes.</p> <p>Note that An acquisition of property including a donation is eligible match when it occurs before a grant is made as long as the applicant informs us of the looming acquisition before it happens. We then issue a "Letter of Retroactivity" which the applicant then includes in their application. Also, in the case of an unincorporated community (with no political boundary outside the County limits) statute does not allow these</p>

Organizations				
#	Synopsis	Who/Date	Comment	Response
	Allow co-sponsored projects...need partnerships.		<p>same as counties with large amounts of untaxed land. In both cases the tax burden is shifted to other properties and the match requirement should be reduced.</p> <ul style="list-style-type: none"> <li>I think that projects with more than one partner <b>should</b> be eligible for a match reduction if they meet the other requirements. Small jurisdictions often need partners for projects to get off the ground because they simply lack the personnel, expertise, and resources when acting alone. Do not punish us for being small and banding together.</li> </ul>	<p>communities to be eligible for a grant. If you have further questions on these issues please give me a call.</p> <p>Timberland tax is low but counties obtain additional revenue at harvest.</p> <p>Staff have changed the policies to include co-sponsored projects being eligible for reduced match.</p>
5	<b>(Opposed)</b>	<b>Stacie Barnum</b> Parks & Recreation Director City of Aberdeen	I think that organizations applying for grants through this program should be required to have a 50% match. It shows not only their commitment to the project, but the communities community to the project.	Thank you for your comments.
6	<b>(PRO)</b>	<b>Oak R. Rankin</b> Executive Director Glacier Peak Institute	<p>Good afternoon,</p> <p>The policies and procedures of selection for RCOs are often stacked against rural, economically depressed, remote and at-risk communities on the west slope of the Cascades such as Darrington, Concrete, and Packwood.</p> <p>Glacier Peak Institute was founded in response to the Oso Mudslide that occurred in region on March 22, 2014, GPI addresses the economically distressed and heavily depressed community by directly nurturing and educating its youth. While Darrington is a small rural community with vast recreational opportunities, nestled in the extraordinary beauty of the Cascade mountains, it has recently been determined to be the most at risk community in Snohomish County. The forest products industry, historically the backbone of the local economy, has been in decline over the last 20 years. As a result, many family wage jobs have been lost with the average</p>	Thank you for your comments.

Organizations				
#	Synopsis	Who/Date	Comment	Response
	<p>Need a more local geography (not county) for unincorporated areas. Use school districts.</p> <p>RCO needs to do a better job of funding projects in poorer and less populated areas.</p>		<p>income at 57% of the state average. The Free and Reduced Meal rate has increased to 60% of the school and the number of special needs students has tripled to 20%. The school district has shrunk by a 1/3, and these youth have only seen cuts to education their entire lives. Darrington Middle School, based upon results in state reading and math exams, is rated in the bottom 20% of Washington middle schools. These factors, when combined with the depressing effects of the deaths of 43 residents in the slide of 2014, have put Darrington youth at high risk of academic failure, crime, profound mental health problems, and substance abuse.</p> <p>Glacier Peak Institute was formed in response to the Mudslide, but also because there was finally a window where the outside political world of the Puget Sound and Snohomish County, cared about a rural community and were willing to help. Priorities of Snohomish County and Washington State have not helped rural communities on the West slope of the Cascades. For example, Secure Rural Schools funding goes to the OSPI for Snohomish County. The intention is to help rural timber communities affected by the lack of timber cuts. Darrington is and was the most timber affected community. It receives only \$1,250 of the \$700,000 slotted for the county, as it is distributed based on enrollment numbers. While the rest of Snohomish County has been growing economically, Darrington's poverty has been increasing until this year.</p> <p>The requirement of matching funds for RCOs selects for communities that already have money and resources making it extremely difficult for poorer demographics and organizations to compete.</p> <p>The RCO should add points for areas that serve high Free and Reduced Meal Rates, in addition to high Special Needs rates in their school districts.</p> <p>RCOs should be awarded to areas defined by school districts, not counties, prioritized on the poverty levels of the school district.</p> <p>RCOs should prioritize agencies that have a physical address in the school district where the project is to take place. While the timber rural communities are told to turn to recreation as a future economic income, often times the money to make the infrastructure are awarded to a</p>	

Organizations				
#	Synopsis	Who/Date	Comment	Response
			<p>conservation, recreation group or company (many of these provide great services) based in King County that comes up to the work in the rural timber community. Then most of the gear to participate is purchased along the I5 corridor. By empowering these rural communities to begin the work in their communities, it helps to develop the skills locally to continue managing and operating the infrastructure.</p> <p>RCOs need to reduce the priority to serve as many people as possible, and increase to serve economically depressed areas defined by school districts. Many of these other areas already have much of the financial ability to accomplish projects. The RCO projects often continue to better these communities, but ignore the disenfranchised communities where the projects could have the highest impact for Washington state residents.</p> <p>Extra points for RCO projects should be added for projects bringing communities, separated by demographics together, especially from economic dissimilar regions, rather than putting communities in competition.</p> <p>Thank you for your time, work and consideration. I greatly appreciate you taking the time to read our suggestions.</p>	
7	(PRO)	<b>Monte Reinders, PE</b>  Public Works Director/County Engineer	<p>Jefferson County Public Works Department supports the proposed policy changes that affect match amounts for Youth Athletic Facility and Washington Wildlife &amp; Recreation Fund grants.</p> <p>We are a small county of approximately 30,500 residents. More than 60% of Jefferson County is non-taxable land. The proposed RCO policy changes to reduce matching funds will help Jefferson County respond to fiscal environment and budgetary challenges.</p> <p>This policy change would allow Jefferson County to better leverage limited local funds for important improvement projects for our community - projects that support health, recreation</p>	Thank you for your comments.

Organizations				
#	Synopsis	Who/Date	Comment	Response
			<p>and active transportation. In addition, trail projects like the Olympic Discovery Trail, will provide a regional destination, attract tourists, and bolster the economy of the Olympic Peninsula.</p> <p>We appreciate our longstanding relationship with the Recreation &amp; Conservation Office and look forward to future opportunities.</p>	
8	(PRO)	<b>Doug Coutts</b> , CPRP Director South Whidbey Parks and Recreation District	<p>In general I agree with the proposed changes to the WWRP Match requirements as presented. One thought I have is to suggest that once these are in place as well as changes with the YAF program, they should be given a couple grant cycles to be in place before changes are made unless a significant problem is discovered.</p> <p>As far as I can see, good ideas with good benchmarks and limits.</p>	Thank you for your comments.
9	(PRO)  Rural governments have less money and need a match reduction.  Recommend 10% match reduction for 60%+ of land being non-taxable and an additional 10% for 75%+ of land being non-taxable (rather than 5% + 5%).	<b>Kathy Young</b> President  Back Country Horsemen of Washington  <b>Jeff Chapman</b> Legislative Advisor Back Country Horsemen of Washington	<p>Because I have experience with this matter from observing some of the challenges with encouraging and securing local government support for projects over the years, I am hereby submitting the response for Back Country Horsemen of Washington. I am also a local government manager, though not in a position that has had any decision making authority on WWRP grants.</p> <p>There has indeed been a problem with smaller local governments making the match for rural development park and trail projects. Local government budgets are being stretched to cover more and more services without a corresponding revenue offset. Infrastructure maintenance is particularly hard hit as road and road riparian crossings require increases in expenses for which there isn't funding. Washington State counties with significant federal lands had historically received some added revenue through the Secure Rural Schools Act, but the road funds through that program have been drastically reduced. However the need to maintain roads into public lands including National Forests has not gone away.</p> <p>As county legislative authorities have to deal with development and maintenance shortfalls, their willingness to support increased recreational projects including the completion of distance trails has been challenged by lack of matching funds for state supported grants. As it is these governments will often be committing to long term maintenance of new development projects which in itself can</p>	Thank you for your comments.

Organizations				
#	Synopsis	Who/Date	Comment	Response
			<p>be daunting. Maintenance funding through gas tax grant sources like NOVA and RTP can be limiting as these programs serve more primitive recreation projects, and are highly competitive for limited funds. LWCF stateside funds can address more developed projects but are very small compared to the need, and even so LWCF is always in jeopardy of continuing at the federal level. Federal earmarks were once a good source of non-match development funds, but they too are no longer available.</p> <p>Volunteers can help with some of the recreation and park projects, but there are still limitations that make volunteer services limited for developed urban/suburban recreation work, like with paved trails. Relying on volunteers also means ensuring continuity into the foreseeable future which in itself requires investment on the part of government staff to have volunteer programs. Local government must also plan for covering the costs of public safety and liability on their recreational assets, both now and in the future.</p> <p>I think the proposed rulemaking is a good start since it reflects an awareness of the challenges. It may need to be adjusted with time.</p> <p>Median household income within communities in need and underserved populations is related to affordable housing and other social service concerns, but doesn't necessarily have a big part to play in the match issue for public recreation assets which are accessible by transportation to most of the 15 residents even when outside residential cores. There is a large need from urban 15 communities to develop recreation outside those cores in rural counties and communities. In counties such as my own, Jefferson County, with a high percentage of public lands, there is a high potential for destination recreation which serves users well beyond local residents, but the development and maintenance of these assets needs to be supported by funding beyond what local government can generate. With a significantly smaller tax base, Jefferson County has very limited means to raise discretionary funding. Counties with a large land area and small population have a higher road/trail</p>	



Organizations				
#	Synopsis	Who/Date	Comment	Response
			<p>miles to taxpayer ratio. It is harder to find discretionary funding than in urban communities, not easier.</p> <p>We do like the idea of giving match reduction incentives to “counties in need” due to the amount of public land ratio though we recommend 10% for 60%+ of land being non-taxable and an additional 10% for 75%+ of land being non-taxable (rather than 5% + 5%).</p> <p>With respect to federal disaster incentives, we’d rather see this be addressed as completion and/or replacement of existing recreational assets. There should be incentives to complete or maintain distance trails that already have significant segments in place over starting new projects. Again, coming from Jefferson County, completing the Olympic Discovery Trail should have priority over starting new recreation proposals.</p>	At this point staff is not recommending providing more weight to the percent of non-taxable land in a county.
10	<p><b>(PRO)</b></p> <p>Increase Underserved Population pathway jurisdictional (city, town, district) threshold to 100%.</p> <p>Barriers such as staff capacity and planning requirements may be as big or even bigger challenges than match requirements.</p>	<p><b>Andrea McNamara Doyle</b> Executive Director Washington Wildlife and Recreation Coalition</p>	<p>The Coalition actively supported the statutory changes enacted in 2015 that authorize reduction of a local government’s match when projects meet the needs of underserved populations or communities in need. Our support for this policy change was based the Coalition’s dual interests in (1) reducing financial barriers faced by many local governments in applying for WWRP grants, particularly smaller and economically challenged jurisdictions with limited capacity to raise match; and (2) enhancing participation in the WWRP grant program by local governments seeking to provide greater recreational opportunities for traditionally underserved populations within their communities.</p> <p>As a participant on the Match Waiver Work Group, I want to commend the excellent work done by your staff in collecting relevant data and analyzing the many possible criteria and metrics that work group members identified and evaluated for defining “underserved populations” and “communities in need.” You got a flavor at your July meeting of how complicated that analysis quickly becomes given the myriad ways in which different areas or groups might be considered underserved or in need.</p> <p>Measures of Need</p>	Thank you for your comments.

Organizations				
#	Synopsis	Who/Date	Comment	Response
			<p>The Work Group wrestled at length with the competing goals of wanting multiple criteria or options to adequately account for diverse community circumstances versus the desire to keep eligibility determinations as simple as possible. While median household income (MHI) is by no means a perfect metric, it can serve as a fair proxy due to its reasonable correlation with many other measures of "need" and types of "underserved" groups, including various other income factors, demographic characteristics, as well as health risks &amp; disparities. The Work Group's efforts to include many of these other metrics risked making the eligibility determination process too complicated or cumbersome to be practical.</p> <p>The four pathways proposed by your staff represent a reasonable balance between those inherently conflicting goals. They account, generally, for key differences in financial capacity between small towns, larger cities, and counties, by providing a different pathway for each. And, importantly, the four pathways will also provide an approach that allows local jurisdictions to easily determine before applying whether they will be eligible for a match reduction and, if so, for how much.</p> <p>Population Threshold The Coalition supports the population threshold that provides smaller jurisdictions of 20,000 residents or less in Pathway #1 the chance to receive match reductions for projects anywhere within their community, and limits larger jurisdictions of more than 20,000 to Pathway #2, which focuses on providing match reductions for projects located within lower- income areas of the jurisdiction.</p> <p>Income Threshold While supportive of the four pathway approach, and the population threshold, the Coalition respectfully suggests that the initial income threshold for the first two pathways should be consistent with one another. As proposed, Pathway #1 would provide match reductions for smaller jurisdictions whenever the MHI of the city or town (or tribal or special purpose district) falls below the state MHI, but for larger jurisdictions, Pathway #2 would provide match reductions only if the jurisdiction's MHI is 80% or less than the state MHI. The Coalition</p>	<p>Staff have updated the Underserved Population policy to include the "less than the state median income" jurisdictional threshold.</p>

Organizations				
#	Synopsis	Who/Date	Comment	Response
			<p>recommends that all jurisdictions with median household incomes below the state MHI, regardless of size, should have some opportunity for a match reduction.</p> <p>Making this change would allow 15 additional communities, like Federal Way, Kennewick, Kent, and Pasco, to be eligible for match reductions for projects located in their low-income census blocks where median household incomes are below 70 percent of the state MHI.</p> <p>Match Reductions Rather Than Waivers As important as it is to reduce the financial barriers to accessing WWRP grants, the Coalition is pleased to see the proposals do not entirely eliminate the match requirement through an option for a full waiver. Maintaining the requirement for local government sponsors to provide some level of financial commitment is important to be able to demonstrate real local buy-in for projects. In some communities, achieving even a ten percent match may represent a greater commitment than providing a full match in other communities. Being able to show such local support for individual WWRP projects is essential to ensuring a broad base of support for the WWRP program generally.</p> <p>Next Steps Finally, the Coalition encourages the RCFB to not lose sight of the fact that while the match waiver policy is a necessary and important step toward more equitable distribution of WWRP funds, it is unlikely to be sufficient in itself to eliminate the barriers many communities face in trying to access WWRP grants.</p> <p>The Work Group spent considerable time discussing other very real hurdles--besides matching funds--to applying for WWRP in many communities. And the Coalition has heard repeatedly, albeit anecdotally, during our outreach meetings throughout the state, that barriers such as staff capacity and planning requirements may be as big or even bigger challenges than match requirements, that can deter or prevent local governments from pursuing WWRP grants.</p> <p>We urge the Board and RCO to continue looking at ways to address these additional barriers, whether it be finding additional resources to provide technical assistance or planning grants;</p>	<p>These issues have been priorities in an RCO policy work plan.</p>

Organizations				
#	Synopsis	Who/Date	Comment	Response
			<p>facilitating Interagency Agreements, the sharing of best practices, or other innovative partnerships/collaborative efforts; simplifying planning requirements or other parts of the application process for smaller projects or first-time applicants; or the like.</p> <p>Thank you again for your efforts to implement this important change in the WWRP. The Coalition remains committed to working with you to spread the word about the new match policy among communities and populations that have been underserved by the grant program in the past. We look forward to seeing what kind of a difference the policy will have in helping make WWRP funds available to more communities in need, and in encouraging more projects benefitting underserved populations in all areas of Washington.</p>	
11	(PRO)	<b>Jillian Marshall</b> Parks & Recreation Director City of Colville 356 E. Dominion   Colville, WA 99114	I read through everything and I agree fully with what is outlined. I'm excited for these changes and I hope they are received well from the public comments. I feel that they will benefit underserved populations and with the "Pathways" it helps communities with different needs and requirements. Well done.	Thank you for your comments.

Individuals				
#	Synopsis	Who/Date	Comment	Response
1	(PRO)	David Hanna	<p>I agree that smaller jurisdictions have a challenge raising the local capital to fund park development projects. 50% can be daunting. But it is also true that 50% can be difficult for larger jurisdictions given the need and cost for park improvements due to ever increasing populations. One question I have is how will the reduction in match affect the overall availability of funds for the remaining jurisdictions? I think it would be good to know the impact of the subsidy on the overall program. Perhaps that information is available and I am remiss in finding it.</p> <p>I also have a concern about easing the burden on the capital side and any affect it has on the long term maintenance of park investments by smaller jurisdictions. If it's hard to raise capital for development, isn't likely that appropriating funds for maintenance could also be challenging? Nothing could be more troubling to invest in a new parks and see it deteriorate due to lack of maintenance. Perhaps that is something that should be monitored by RCO staff for a period of time if the policy provisions are approved.</p> <p>That's it. Good luck moving forward. RCO staff are the best.</p>	Thank you for your comments.
2	(Neither PRO or Opposed)	Thomas V. Linde	<p>I need to question the definition of "Underserved Population". What is this based on? Depending on the definition it could give large urban populations an unfair advantage over rural populations.</p>	<p>Thank you for your comments.</p> <p>Underserved populations is based on income, which includes looking at this income measure as a proxy for other hardship variables typically associated with low income populations. Underserved is also by location, so a sub-geography within a jurisdiction that has less income as the jurisdiction as a whole.</p>

3	<p><b>(PRO, But Opposed to Federal Disaster Policy)</b></p> <p>Federal disaster decisions are too political to base resource allocation on.</p> <p>Disaster assistance is already in place for effected communities.</p> <p>Disasters will increase and so will funding to these area...this could deplete WWRP funds.</p> <p>Align policies more closely to damaged facilities or lands previously funded by RCO and only for development purposes.</p> <p>Seems there are institutional barriers that might be better ameliorated by a separate grant pool or increasing promotion and pre-project planning to assist these communities to apply and compete successfully.</p>	<p><b>Reed Waite</b>  Citizen evaluator - WWRP  Water Access Advisory  Committee 2014-2021</p>	<p>For the Matching Waiver Pathways, I have little problem with the statistically based economic and population avenues. Whether these will incentivize more applications or deliver more equitable use of public recreation funds will take a decade or so to ascertain. I'm dubious these changes will have the effect desired. Since 2011, there have been twice as many localities with 81% or more of State Median Household Income than underserved localities (some 61 to only 30 communities below the 80% mark) applying for WWRP funding. The resources available to those more affluent localities, to plan and prepare project documentation, tend to achieve higher scores. How changes in project scoring during evaluation will positively affect underserved communities is not readily apparent to me.</p> <p>Very much opposed to the Federal Disaster match reduction. There are four major reasons why I think this Pathway should not be implemented.</p> <p>1. Disaster declarations may have political overtones. Governor's request Federal government assistance and all emergency and major disaster declarations are made solely at the discretion of the President of the United States. Declarations have the potential for subjective and partisan political considerations at two levels: state and federal. Not good. The five year time period and annual changes in damage thresholds published by FEMA <u>OR</u> the Washington Military Department will lead to confusion over which figures are used for applications without further definition.</p> <p>2. Disaster relief or assistance can include emergency work and the repair or replacement of disaster-damaged facilities, which may include: Roads and bridges, Water control facilities, Buildings and equipment, and <i>Parks, recreational and other facilities</i> among other categories. It would seem that there might be extra or extraordinary funds introduced into the affected communities that could lessen the need for a reduced match or obviate the need to apply for WWRP funding.</p> <p>3. "Submitted within 5 years of the disaster incident period...or...longer." Taking a quick look at the past 5.5 years of disaster declarations in Washington State posted on <a href="https://www.fema.gov/disasters/grid/year">https://www.fema.gov/disasters/grid/year</a> earlier this summer, I found only three (3!) Washington State counties where there had been no declarations during that time period. What is the value of having match reduction if almost every applicant could request this?</p>	<p>Thank you for your comments.</p> <p>The Federal Disaster policy has been updated to include increasing the damage threshold to qualify for reduced match, and well as increasing the level of minimum match required.</p>
---	--	--	--	--

			<p>4. As demonstrated by the effects of Hurricane Harvey, this month and in the coming weeks, in the Houston, Texas, Louisiana, Mississippi, etc. areas, destructive weather continues to become more extreme and localized. Weather related disasters will continue to occur at greater rates and with greater destruction. Infrastructure deterioration and failures will occur with current lack of maintenance attention and funding. Attempting to tie limited WWRP funds to the expanding changes in world climate seems shortsighted and ill advised.</p> <p>While I can see a rationale for assisting in the rebuilding of community resources due to disasters, I'd target more closely to damaged facilities or lands previously funded by RCO and only for development purposes. A rare case could be made for acquisition if the land was no longer able to support the previous function. In this case, a conversion needs to take place and an equal or greater property acquired. An obviously complicated process.</p> <p>Finally, I'm unsure simply offering a match reduction offsets the ability of the localities with lower median income to apply for WWRP funding and compete on a level playing field. Seems there are institutional barriers that might be better ameliorated by a separate grant pool or increasing promotion and pre-project planning to assist these communities to apply and compete successfully.</p>	
<b>4</b>	<b>(Opposed)</b>	<b>Patti Wible</b>	<p>I say no! Applicants for funds should easily be able to come up with the matching 50% in volunteer time or funds. As a prior evaluator, if you did remove it I would still only approve applicants that had at least 50%. If they can't get the funds or time; then the community isn't that interested.</p>	Thank you for your comments.

5	<p><b>(PRO)</b></p> <p>Federal Disaster proposal too broad. Communities not greatly affected could be eligible for reduced match.</p>	<p><b>Dave Bryant</b></p>	<p>Federal Disaster:</p> <p>While I agree with the policy changes as presented I do have a concern about the Federal Disaster proposal. My concern is in regards to the area defining the jurisdiction eligibility. My concern is that in larger cities, counties, special purpose districts, and tribal areas may bring forward a project that isn't near the area where the was specifically affected by the natural disaster and should therefore not be allowed a waiver to reduce the minimum match. For a project to be eligible for the reduced match said project should have been specifically affected by the natural disaster.</p> <p>Policy Statement:</p> <ul style="list-style-type: none"> <li>• The population and income thresholds seem appropriate.</li> <li>• Another possibility to determine reduced match is by the number of schools in the area with free/reduced cost meals for students.</li> <li>• Not sure if this is really going to help resource-deficient agencies in obtaining a grant. It may them the opportunity to submit a grant for funding due to not having to come up with the 50% match, but it will not improve their chances of securing any grant. To help in that area there are other changes that would need to be considered or changed.             <ol style="list-style-type: none"> <li>1. Eliminate the scoring based on population.</li> <li>2. Place a maximum amount an agency can request for trail projects. (\$500,000 or maybe 1,000,000 max.)</li> </ol> </li> <li>• Removing college-enrolled populations to determine truer approximation of total population and median income is a good and fair proposal.</li> <li>• Not really sure. See comment above.</li> <li>• Although there may be a trail or water access project that may serve people outside the agency boundaries submitting the grant proposal, there shouldn't be any additional special policies established to help these projects score better. There are already policies/scoring in-place to help these type of project score better such as; community involvement and partnerships.</li> </ul>	<p>Thank you for your comments.</p> <p>The Federal Disaster policy has been updated to include increasing the damage threshold to qualify for reduced match, and well as increasing the level of minimum match required.</p>
---	---	---------------------------	--	--





## Communities in Need Policy Applied to Cities and Towns (Estimated)

City/Town Name (Match reduced cities and towns in shades of red)	% of State Median Househol d Income (\$61,000)	Required Minimum Match	Applied for WWRP Grants Since 2011?	County Name	Median Household Income (in Thousands of Dollars)	Population 2016 (Under 20,000 in green)
Tonasket	30%	10%	No	Okanogan	18.5	1,110
Conconully	40%	10%	No	Okanogan	24.7	230
Northport	41%	10%	No	Stevens	25	295
Metaline	42%	10%	No	Pend Oreille	25.7	180
Republic	43%	10%	No	Ferry	26.1	1,090
Pullman	43%	50%	No	Whitman	26.2	32,650
Elma	44%	10%	No	Grays Harbor	27	3,145
Cheney	45%	10%	No	Spokane	27.6	11,650
Soap Lake	47%	10%	Yes	Grant	28.8	1,535
Chewelah	48%	10%	No	Stevens	29.3	2,650
Ellensburg	49%	10%	Yes	Kittitas	29.9	19,310
Oroville	49%	10%	No	Okanogan	30	1,710
St. John	50%	10%	No	Whitman	30.4	505
Royal City	50%	10%	No	Grant	30.4	2,240
South Bend	50%	10%	Yes	Pacific	30.6	1,620
Concrete	51%	20%	Yes	Skagit	31	735
Sprague	51%	20%	No	Lincoln	31.2	440
Goldendale	51%	20%	No	Klickitat	31.2	3,435
Twisp	51%	20%	Yes	Okanogan	31.4	950
Grand Coulee	52%	20%	No	Grant	31.6	1,045
Mount Vernon	52%	50%	Yes	Skagit	31.7	33,730
Omak	52%	20%	No	Okanogan	32	4,925
Clarkston	52%	20%	No	Asotin	32	7,260
Quincy	52%	20%	No	Grant	32	7,345
Hoquiam	53%	20%	No	Grays Harbor	32.2	8,580
Raymond	53%	20%	No	Pacific	32.4	2,900
Farmington	53%	20%	No	Whitman	32.5	155
Skykomish	53%	20%	No	King	32.5	200
Riverside	53%	20%	No	Okanogan	32.5	285
Wapato	54%	20%	Yes	Yakima	32.7	5,040
Malden	54%	20%	No	Whitman	32.8	200
Albion	54%	20%	No	Whitman	32.9	545
Westport	54%	20%	No	Grays Harbor	32.9	2,115
Hamilton	55%	20%	No	Skagit	33.3	305
Burien	55%	50%	Yes	King	33.3	50,000
Starbuck	55%	20%	No	Columbia	33.5	130
Ilwaco	55%	20%	Yes	Pacific	33.6	945
Endicott	55%	20%	No	Whitman	33.7	295
Kelso	55%	20%	No	Cowlitz	33.8	11,970
Toppenish	56%	20%	Yes	Yakima	34.1	9,050
Forks	56%	20%	No	Clallam	34.2	3,580
Colville	56%	20%	No	Stevens	34.2	4,730
Chehalis	56%	20%	Yes	Lewis	34.3	7,460
Springdale	57%	20%	No	Stevens	34.9	293
Odessa	58%	20%	Yes	Lincoln	35.1	900
Marcus	58%	20%	No	Stevens	35.2	175
Wilbur	58%	20%	No	Lincoln	35.4	880
Sunnyside	58%	20%	No	Yakima	35.6	16,540
Union Gap	59%	20%	No	Yakima	35.7	6,200
Morton	59%	20%	No	Lewis	36	1,120
Okanogan	60%	20%	No	Okanogan	36.3	2,595
Airway Heights	60%	20%	Yes	Spokane	36.3	8,425
Spangle	60%	20%	No	Spokane	36.5	275
Hartline	61%	30%	No	Grant	37	155
Shelton	61%	30%	No	Mason	37	10,070
Centralia	61%	30%	Yes	Lewis	37.1	16,820
Cusick	61%	30%	No	Pend Oreille	37.2	200
Mabton	61%	30%	Yes	Yakima	37.3	2,315

City/Town Name (Match reduced cities and towns in shades of red)	% of State Median Househol d Income (\$61,000)	Required Minimum Match	Applied for WWRP Grants Since 2011?	County Name	Median Household Income (in Thousands of Dollars)	Population 2016 (Under 20,000 in green)
Dayton	61%	30%	No	Columbia	37.3	2,545
Prescott	61%	30%	No	Walla Walla	37.4	325
Newport	62%	30%	No	Pend Oreille	38.1	2,150
Rock Island	63%	30%	No	Douglas	38.2	965
Longview	63%	50%	No	Cowlitz	38.4	37,230
Bucoda	63%	30%	No	Thurston	38.6	570
Kettle Falls	63%	30%	No	Stevens	38.7	1,615
Sequim	63%	30%	Yes	Clallam	38.7	7,075
Nespelem	64%	30%	No	Okanogan	39	245
Lamont	64%	30%	No	Whitman	39.1	80
Rosalia	64%	30%	No	Whitman	39.2	560
Ritzville	64%	30%	No	Adams	39.2	1,660
Pateros	64%	30%	No	Okanogan	39.3	560
Cathlamet	65%	30%	No	Wahkiakum	39.6	490
Naches	65%	30%	No	Yakima	39.6	845
Kittitas	65%	30%	No	Kittitas	39.8	1,460
Bridgeport	65%	30%	Yes	Douglas	39.8	2,480
Mossyrock	65%	30%	Yes	Lewis	39.9	745
Brewster	66%	30%	No	Okanogan	40.2	2,395
La Conner	66%	30%	No	Skagit	40.4	905
Deer Park	66%	30%	No	Spokane	40.4	4,005
Grandview	66%	30%	No	Yakima	40.4	11,160
Reardan	66%	30%	No	Lincoln	40.5	575
Long Beach	66%	30%	No	Pacific	40.5	1,430
Port Angeles	66%	30%	Yes	Clallam	40.5	19,270
Yakima	67%	50%	Yes	Yakima	40.7	93,410
Creston	67%	30%	No	Lincoln	40.9	225
Aberdeen	67%	30%	Yes	Grays Harbor	40.9	16,780
Stevenson	67%	30%	No	Skamania	41.1	1,540
Warden	68%	30%	No	Grant	41.4	2,720
Ocean Shores	68%	30%	No	Grays Harbor	41.4	5,955
Winlock	68%	30%	No	Lewis	41.5	1,340
Medical Lake	68%	30%	No	Spokane	41.5	4,945
LaCrosse	68%	30%	No	Whitman	41.6	315
Sedro-Woolley	68%	30%	No	Skagit	41.6	11,030
Tieton	68%	30%	No	Yakima	41.7	1,285
Walla Walla	68%	50%	No	Walla Walla	41.7	33,340
Wilson Creek	69%	30%	No	Grant	42	205
Pomeroy	69%	30%	No	Garfield	42.2	1,395
Granger	69%	30%	No	Yakima	42.2	3,880
Vader	69%	30%	No	Lewis	42.3	615
Spokane	69%	50%	Yes	Spokane	42.3	214,500
College Place	70%	30%	Yes	Walla Walla	42.7	9,245
Port Townsend	70%	30%	No	Jefferson	42.7	9,485
Elmer City	71%	30%	No	Okanogan	43.4	290
Entiat	71%	30%	Yes	Chelan	43.4	1,180
Leavenworth	71%	30%	No	Chelan	43.4	1,990
Bellingham	71%	50%	Yes	Whatcom	43.5	84,850
Waterville	72%	30%	No	Douglas	43.7	1,165
Coulee City	72%	30%	No	Grant	43.9	560
Friday Harbor	72%	30%	No	San Juan	44	2,250
Latah	72%	30%	No	Spokane	44.1	195
Almira	72%	30%	No	Lincoln	44.1	275
Tekoa	72%	30%	No	Whitman	44.2	780
Pe Ell	73%	30%	No	Lewis	44.3	640
Napavine	73%	30%	No	Lewis	44.4	1,870
Coupeville	73%	30%	No	Island	44.4	1,905
Darrington	73%	30%	Yes	Snohomish	44.5	1,350
Cle Elum	74%	30%	No	Kittitas	45.3	1,870
Hatton	75%	30%	No	Adams	45.6	110

City/Town Name (Match reduced cities and towns in shades of red)	% of State Median Househol d Income (\$61,000)	Required Minimum Match	Applied for WWRP Grants Since 2011?	County Name	Median Household Income (in Thousands of Dollars)	Population 2016 (Under 20,000 in green)
Bremerton	75%	50%	Yes	Kitsap	45.6	40,500
Tukwila	75%	30%	No	King	45.9	19,540
SeaTac	75%	50%	No	King	45.9	27,810
Waverly	76%	30%	No	Spokane	46.2	108
Garfield	76%	30%	No	Whitman	46.4	595
Kahlotus	76%	30%	No	Franklin	46.5	185
Oakville	76%	30%	No	Grays Harbor	46.5	695
Fairfield	76%	30%	No	Spokane	46.6	620
Oak Harbor	76%	50%	No	Island	46.6	22,410
Wenatchee	77%	50%	Yes	Chelan	46.8	33,510
Toledo	78%	30%	No	Lewis	47.4	720
White Salmon	78%	30%	No	Klickitat	47.4	2,440
Spokane Valley	78%	50%	Yes	Spokane	47.4	94,160
Othello	79%	30%	No	Adams	48	7,875
Moses Lake	79%	50%	Yes	Grant	48.1	22,250
Waitsburg	79%	30%	No	Walla Walla	48.2	1,230
Ione	80%	30%	No	Pend Oreille	48.5	440
Mattawa	80%	30%	No	Grant	48.5	4,625
George	80%	30%	No	Grant	48.9	720
Colfax	80%	30%	No	Whitman	49	2,795
Yelm	80%	30%	No	Thurston	49	8,480
Oakesdale	80%	30%	No	Whitman	49.1	425
McCleary	80%	30%	No	Grays Harbor	49.1	1,685
Selah	81%	40%	Yes	Yakima	49.4	7,530
Davenport	81%	40%	No	Lincoln	49.5	1,690
Everson	81%	40%	No	Whatcom	49.5	2,600
Connell	81%	40%	No	Franklin	49.5	5,365
Everett	81%	50%	Yes	Snohomish	49.5	108,300
Millwood	82%	40%	No	Spokane	49.9	1,790
Chelan	82%	40%	No	Chelan	49.9	4,115
Tenino	82%	40%	No	Thurston	50.1	1,775
Lynnwood	83%	50%	Yes	Snohomish	50.5	36,590
Vancouver	83%	50%	Yes	Clark	50.6	173,500
Bingen	84%	40%	No	Klickitat	51	735
Coulee Dam	84%	40%	No	Douglas/Grant/Okanoga n	51.2	1,100
Langley	84%	40%	No	Island	51.5	1,135
Kennewick	85%	50%	Yes	Benton	51.6	79,120
Roy	85%	40%	No	Pierce	51.7	805
Burlington	85%	40%	No	Skagit	51.8	8,675
Ferndale	85%	40%	Yes	Whatcom	51.8	13,250
Kalama	85%	40%	No	Cowlitz	51.9	2,540
Tacoma	85%	50%	Yes	Pierce	52	206,100
Cashmere	86%	40%	Yes	Chelan	52.4	3,040
Mesa	86%	40%	No	Franklin	52.5	495
Roslyn	86%	40%	Yes	Kittitas	52.7	890
East Wenatchee	87%	40%	No	Douglas	53.2	13,500
Prosser	87%	40%	Yes	Benton	53.3	5,940
Sumner	88%	40%	No	Pierce	53.4	9,705
Olympia	88%	50%	Yes	Thurston	53.6	51,600
Mansfield	88%	40%	No	Douglas	53.7	330
Asotin	88%	40%	No	Asotin	53.9	1,270
Stanwood	88%	40%	Yes	Snohomish	53.9	6,635
Buckley	89%	40%	Yes	Pierce	54.1	4,550
Enumclaw	89%	40%	No	King/Pierce	54.3	11,410
Ephrata	90%	40%	No	Grant	54.7	8,020
Sumas	90%	40%	No	Whatcom	55.1	1,517
South Cle Elum	90%	40%	No	Kittitas	55.2	530
Moxee	91%	40%	No	Yakima	55.3	3,955
Pasco	91%	50%	No	Franklin	55.3	70,560

City/Town Name (Match reduced cities and towns in shades of red)	% of State Median Househol d Income (\$61,000)	Required Minimum Match	Applied for WWRP Grants Since 2011?	County Name	Median Household Income (in Thousands of Dollars)	Population 2016 (Under 20,000 in green)
Sultan	91%	40%	Yes	Snohomish	55.6	4,860
Snohomish	91%	40%	Yes	Snohomish	55.6	9,625
Fife	91%	40%	No	Pierce	55.6	9,910
Federal Way	91%	50%	Yes	King	55.6	93,670
Washucna	92%	40%	No	Adams	56.2	210
Poulsbo	92%	40%	Yes	Kitsap	56.2	10,210
Winthrop	92%	40%	Yes	Okanogan	56.3	430
Tumwater	93%	50%	Yes	Thurston	56.5	23,040
Algona	93%	40%	No	King	56.6	3,175
Index	94%	40%	No	Snohomish	57.1	165
Castle Rock	94%	40%	Yes	Cowlitz	57.2	2,190
North Bonneville	94%	40%	No	Skamania	57.6	1,005
Palouse	94%	40%	No	Whitman	57.6	1,040
Pacific	95%	40%	No	King/Pierce	57.7	6,890
Harrah	95%	40%	No	Yakima	57.8	650
Des Moines	95%	50%	Yes	King	58	30,570
University Place	95%	50%	Yes	Pierce	58.1	32,230
Lakewood	95%	50%	Yes	Pierce	58.1	58,800
Cosmopolis	96%	40%	Yes	Grays Harbor	58.3	1,650
Gold Bar	96%	40%	No	Snohomish	58.5	2,125
Battle Ground	96%	40%	No	Clark	58.5	19,640
Lynden	96%	40%	Yes	Whatcom	58.6	13,380
Metaline Falls	96%	40%	No	Pend Oreille	58.7	235
Wilkeson	97%	40%	Yes	Pierce	58.9	490
Rockford	97%	40%	No	Spokane	59.1	470
Lind	97%	40%	No	Adams	59.2	550
Eatonville	97%	40%	No	Pierce	59.3	2,925
Auburn	97%	50%	No	King/Pierce	59.3	77,060
Benton City	97%	40%	No	Benton	59.4	3,325
Lacey	97%	50%	Yes	Thurston	59.4	47,540
Steilacoom	98%	40%	No	Pierce	59.7	6,170
Zillah	98%	40%	No	Yakima	60	3,145
Blaine	99%	40%	No	Whatcom	60.1	4,930
Kent	99%	50%	Yes	King	60.1	124,500
Anacortes	99%	40%	Yes	Skagit	60.4	16,580
Montesano	99%	40%	No	Grays Harbor	60.5	4,105
Lyman	99%	40%	No	Skagit	60.6	450
Nooksack	100%	40%	No	Whatcom	61.1	1,475
Fircrest	100%	40%	Yes	Pierce	61.3	6,625
Colton	101%	50%	No	Whitman	61.8	425
Woodway	102%	50%	No	Snohomish	62.4	1,335
Woodland	102%	50%	No	Clark/Cowlitz	62.4	5,925
Port Orchard	102%	50%	Yes	Kitsap	62.5	13,810
Carbonado	103%	50%	No	Pierce	63	635
Puyallup	104%	50%	Yes	Pierce	63.3	39,850
Uniontown	104%	50%	No	Whitman	63.6	335
Yacolt	105%	50%	No	Clark	63.8	1,655
Electric City	105%	50%	No	Grant	63.9	1,010
Arlington	105%	50%	Yes	Snohomish	64	18,620
Liberty Lake	105%	50%	Yes	Spokane	64.2	9,325
South Prairie	106%	50%	No	Pierce	64.5	435
Renton	106%	50%	Yes	King	64.8	101,300
Washougal	107%	50%	Yes	Clark	65	15,560
Mountlake Terrace	107%	50%	Yes	Snohomish	65	21,090
Gig Harbor	107%	50%	Yes	Pierce	65.3	9,065
Marysville	107%	50%	Yes	Snohomish	65.4	64,940
Shoreline	108%	50%	No	King	66	54,990
Milton	109%	50%	No	King/Pierce	66.2	7,695
Harrington	110%	50%	No	Lincoln	67.1	415
Richland	110%	50%	Yes	Benton	67.4	53,410

City/Town Name (Match reduced cities and towns in shades of red)	% of State Median Househol d Income (\$61,000)	Required Minimum Match	Applied for WWRP Grants Since 2011?	County Name	Median Household Income (in Thousands of Dollars)	Population 2016 (Under 20,000 in green)
Black Diamond	111%	50%	No	King	67.5	4,305
Granite Falls	112%	50%	No	Snohomish	68.4	3,395
Rainier	113%	50%	No	Thurston	68.9	1,885
Seattle	116%	50%	Yes	King	70.5	686,800
Orting	118%	50%	Yes	Pierce	72.1	7,535
Carnation	121%	50%	No	King	73.6	1,850
Lake Stevens	121%	50%	No	Snohomish	74.1	30,900
DuPont	123%	50%	No	Pierce	74.9	9,330
Edmonds	123%	50%	Yes	Snohomish	75	40,900
La Center	123%	50%	No	Clark	75.3	3,140
Krupp	126%	50%	No	Grant	76.8	50
Ridgefield	130%	50%	Yes	Clark	79.2	6,870
Monroe	130%	50%	Yes	Snohomish	79.2	18,120
Edgewood	131%	50%	Yes	Pierce	80.2	9,735
Bonney Lake	133%	50%	No	Pierce	80.9	20,000
Ruston	134%	50%	No	Pierce	81.5	935
Bothell	134%	50%	Yes	King/Snohomish	81.9	43,980
North Bend	135%	50%	No	King	82.2	6,570
West Richland	136%	50%	Yes	Benton	82.7	14,340
Mill Creek	142%	50%	No	Snohomish	86.9	19,900
Covington	144%	50%	Yes	King	87.8	18,750
Normandy Park	147%	50%	No	King	89.7	6,540
Issaquah	147%	50%	Yes	King	89.7	34,590
Camas	148%	50%	No	Clark	90.1	21,810
Kenmore	148%	50%	Yes	King	90.4	22,320
Kirkland	151%	50%	Yes	King	92.1	84,680
Lake Forest Park	152%	50%	Yes	King	92.5	12,940
Mukilteo	155%	50%	Yes	Snohomish	94.8	21,070
Woodinville	163%	50%	No	King	99.3	11,570
Maple Valley	165%	50%	No	King	100.4	24,790
Bainbridge Island	167%	50%	Yes	Kitsap	101.6	23,760
Brier	169%	50%	No	Snohomish	102.9	6,555
Redmond	170%	50%	Yes	King	103.4	60,560
Newcastle	183%	50%	Yes	King	111.9	11,090
Duvall	193%	50%	Yes	King	117.6	7,425
Bellevue	200%	50%	Yes	King	122.3	139,400
Snoqualmie	204%	50%	Yes	King	124.2	13,110
Mercer Island	207%	50%	Yes	King	126.1	23,660
Sammamish	241%	50%	No	King	147.3	61,250
Beaux Arts Village	261%	50%	No	King	159.2	300
Medina	285%	50%	No	King	174	3,165
Hunts Point	295%	50%	No	King	180	415
Clyde Hill	296%	50%	No	King	180.5	3,060
Yarrow Point	333%	50%	No	King	203.3	1,040



Underserved Populations Policy Applied to Cities and Towns (Estimated)

Jurisdictions with a population over 20,000 may be eligible for reduced match if their median household income is less than the state median household income and a project is located in a census block group where the median household income is less than 70% of the state median household income.

The jurisdictions that meet the “less than state median household income” threshold are highlighted in blue.

City/Town Name (Eligible match reduced communities in blue)	% of State Median Household Income (\$61,000)	Applied for WWRP Grants Since 2011?	County Name	Median Household Income (in Thousands of Dollars)	Population 2016	% of State Median Valuation per Capita (\$73,800)	% of State Median Property Taxes per Capita (\$163)
Pullman	43%	No	Whitman	26.2	32,650	67%	114%
Mount Vernon	52%	Yes	Skagit	31.7	33,730	107%	136%
Burien	55%	Yes	King	33.3	50,000	139%	91%
Longview	63%	No	Cowlitz	38.4	37,230	96%	147%
Yakima	67%	Yes	Yakima	40.7	93,410	85%	118%
Walla Walla	68%	No	Walla Walla	41.7	33,340	89%	133%
Spokane	69%	Yes	Spokane	42.3	214,500	101%	177%
Bellingham	71%	Yes	Whatcom	43.5	84,850	149%	162%
Bremerton	75%	Yes	Kitsap	45.6	40,500	84%	129%
SeaTac	75%	No	King	45.9	27,810	239%	325%
Oak Harbor	76%	No	Island	46.6	22,410	99%	113%
Wenatchee	77%	Yes	Chelan	46.8	33,510	97%	57%
Spokane Valley	78%	Yes	Spokane	47.4	94,160	112%	75%
Moses Lake	79%	Yes	Grant	48.1	22,250	131%	187%
Everett*	81%	Yes	Snohomish	49.5	108,300	172%	202%
Lynnwood*	83%	Yes	Snohomish	50.5	36,590	192%	162%
Vancouver*	83%	Yes	Clark	50.6	173,500	131%	159%
Kennewick*	85%	Yes	Benton	51.6	79,120	96%	97%
Tacoma*	85%	Yes	Pierce	52	206,100	125%	187%
Olympia*	88%	Yes	Thurston	53.6	51,600	152%	180%
Pasco*	91%	No	Franklin	55.3	70,560	76%	67%
Federal Way*	91%	Yes	King	55.6	93,670	128%	69%
Tumwater*	93%	Yes	Thurston	56.5	23,040	144%	208%
Des Moines*	95%	Yes	King	58	30,570	127%	95%
University Place*	95%	Yes	Pierce	58.1	32,230	133%	79%
Lakewood*	95%	Yes	Pierce	58.1	58,800	114%	69%
Auburn*	97%	No	King/Pierce	59.3	77,060	155%	144%
Lacey*	97%	Yes	Thurston	59.4	47,540	140%	91%
Kent*	99%	Yes	King	60.1	124,500	163%	112%
Puyallup	104%	Yes	Pierce	63.3	39,850	159%	137%
Renton	106%	Yes	King	64.8	101,300	184%	226%
Mountlake Terrace	107%	Yes	Snohomish	65	21,090	146%	100%
Marysville	107%	Yes	Snohomish	65.4	64,940	125%	129%
Shoreline	108%	No	King	66	54,990	202%	141%
Richland	110%	Yes	Benton	67.4	53,410	147%	197%
Seattle	116%	Yes	King	70.5	686,800	322%	404%
Lake Stevens	121%	No	Snohomish	74.1	30,900	132%	86%
Edmonds	123%	Yes	Snohomish	75	40,900	244%	165%
Bothell	134%	Yes	King/Snohomish	81.9	43,980	255%	164%
Issaquah	147%	Yes	King	89.7	34,590	316%	172%
Camas	148%	No	Clark	90.1	21,810	207%	321%
Kenmore	148%	Yes	King	90.4	22,320	219%	125%
Kirkland	151%	Yes	King	92.1	84,680	324%	204%
Mukilteo	155%	Yes	Snohomish	94.8	21,070	260%	144%
Maple Valley	165%	No	King	100.4	24,790	166%	90%
Bainbridge Island	167%	Yes	Kitsap	101.6	23,760	354%	200%
Redmond	170%	Yes	King	103.4	60,560	386%	247%
Bellevue	200%	Yes	King	122.3	139,400	432%	183%
Mercer Island	207%	Yes	King	126.1	23,660	622%	328%
Sammamish	241%	No	King	147.3	61,250	304%	273%

\* Jurisdictions not eligible for a match reduction under the previously recommended “less than 80% of the state median household income” threshold.

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017  
**Title:** Youth Athletic Facilities Policies and Evaluation Criteria  
**Prepared By:** Adam Cole, Natural Resources Policy Specialist

#### Summary

This memo identifies the proposed policy changes to the Youth Athletic Facilities grant program for the 2018 grant cycle, discusses public comments received, and requests a decision to adopt new policies to improve the program beginning with the 2018 grant round.

#### Board Action Requested

This item will be a: ☒ Request for Decision  
☐ Request for Direction  
☐ Briefing

**Resolution:** 2017-34

### Background and Summary

At the July 2017 Recreation and Conservation Funding Board (board) meeting, staff requested board direction on policy recommendations to update the [Youth Athletic Facilities Program](#) (YAF) before the 2018 grant round. For details on the proposals and additional background see [July RCFB Agenda Item 9](#). The board directed staff to solicit public comments in preparation for this October meeting. To view the policy options and request for public comments [click here](#). After reviewing public comments, staff has finalized policy proposals and recommendations. To read the verbatim public comments see Attachment A.

### Summary of Public Comments

Staff received 10 public comments for the proposed changes to the YAF program. Seven of the commenters represented organizations and 3 commenters were individuals. In general, the commenters supported the policy recommendations of staff with the following exceptions:

1. **Grant Limits.** Four organizations support raising the YAF grant limit to \$500,000 in light of increasingly expensive projects and the need to build new parks.
  - a. **Staff Recommendation.** Staff continue to recommend a modest increase to the YAF grant limit to \$350,000 to preserve the distributive nature of the program so more projects may be funded around the state.
2. **Small Grants: Population Threshold.** Commenters generally supported staff's recommendation to limit competition in the Small Grants category to communities with fewer than 10,000 people. WRPA



recommended a threshold of 5,000. For the remaining commenters were either silent or had specific recommendations, these varied to include one recommendation that no threshold be applied.

- a. **Staff Recommendation.** Staff continue to recommend an eligibility threshold for applicants at 10,000 residents or fewer. Since YAF was created (2000), only 32 out of 200 funded projects went to a town or city with a population under 5,000, while 50 (25% of all) were awarded to communities under 10,000 population. Given a recommended 10% set-aside for YAF funds to Small Grants, setting a population threshold at 10,000 should provide for a robust pool of applicants.
3. **Small Grants: Funding Allocation.** Two commenters suggested holding off on establishing a new category/program. The same commenters suggested calling any new program a pilot effort and putting firm caps on the amount of funds going to the Small Grants. One of the same commenters suggested having a Small Grants category only if a certain level of YAF funding was made available and creating a separate fund source for the Small Grants category.
  - a. **Staff Recommendation.** Staff changed the fund allocation to the Small Grants from a proportional amount based on total requests to a percentage of the total appropriation. Staff recommends a 10% set-a-side to the Small Grants category of any YAF appropriation.

## Final Proposed Policies

Staff recommend the following changes for the Youth Athletic Facilities Program:

1. **Eligible Projects.** Allow renovation and new projects.
  - Renovation: Project must be for an existing athletic facility, but project could include expansion of the site through construction, or a combination of construction and acquisition (a "Combination" project). Acquisition of land alone is not eligible.
  - New: Project that develops an athletic facility where one does not exist, and can include a combination of construction and acquisition of land (a "Combination" project). Acquisition of land alone is not eligible.
2. **Grant Limits.** Maximum Grant Award = \$350,000
3. **Match Reductions.** Apply the Underserved Populations, Counties in Need, and Federal Disaster policy pathways for reducing match in the Washington Wildlife and Recreation Program's Outdoor Recreation Account. *(See Item 4 in this meeting's materials for details)*
  - Non-Profits. If the project is located in an incorporated area or on Native American tribal land, the minimum match for those jurisdictions apply. If the project is in an unincorporated area, the applicable County or park district's minimum match for those jurisdictions applies.
4. **Evaluation Criteria.** Use the current evaluation criteria for all project types and categories. However, staff recommends updating the language of the criteria to fit the full range of project types now eligible – Renovation and New. See Attachment B.
5. **Small Grants Category.** Create a new Small Grants category.

#### Allocation, Competition, and Limits

- Allocate 10% of any YAF appropriation to the Small Grants category. If the category is undersubscribed, the remaining funds would be allocated to the other categories (New and Renovation).
- Small Grant applications compete head-to-head and not with the general YAF pool of projects.
- To avoid large projects being subdivided into smaller applications, applicants may submit only one Small Grant project per single location per biennium.

#### Eligible Entities

- Cities/towns and park districts must have a population of 7,000 residents or fewer.
- Counties under 60,000 residents are eligible, but the project must be in an unincorporated area.
- Native American tribes and nonprofit organizations have no population or membership threshold for eligibility.

#### Grant Limits and Project Costs

- No minimum grant request.
- Maximum Grant Request = \$75,000 (No cost increase above this amount is eligible.)
- The total estimated project cost must be no greater than \$150,000.
- A Small Grant project must be a stand-alone project and not a subpart of a larger athletic facility project occurring at the same time or in the near term.

#### Eligible Projects

- Only construction activities are eligible. Acquisition of land is not eligible.
- Projects implementing accessibility improvements, and those that go beyond ADA and other accessibility minimums, shall be an eligible stand-alone project. No 'in bounds' elements are required for these accessibility projects.

### **Next Steps**

If these policies are adopted, staff will publish a Board Adopted Policy Statement, and update manuals and other materials in light of policies adopted.

### **Attachments**

- A. Youth Athletic Facilities Policy Changes Public Comment Log
- B. Youth Athletic Facilities Grant Program Evaluation and Scoring Criteria
- C. Board Resolution

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
1	<b>Charlotte Claybrooke</b> Active Transportation Programs Manager, Washington State Department of Transportation	I concur with the suggested changes.	Thank you for your comment
2	<b>Sean Conway -CPRP</b> Athletics Specialist Covington Parks and Recreation	<p>Do you support a separate Small Grants Category for smaller communities with smaller projects so these do not have to compete against larger agencies and projects that may serve many more people?</p> <p>I think this is a great idea and will help with that competitive advantage some cities have with their proposals. It promotes equality and will hopefully lead to more applications.</p> <p>Is the 10,000 population limit for the Small Grants Category too high or low? Should there be no limit so all communities are eligible? Rather than population, should a threshold of eligibility be based on an applicants assessed valuation (see "Senior Taxing District Levies Due")?</p> <p>I understand why the idea of a population limit is in play, but I am skeptical to put a limit on the category. I think it would be best with no limit so all communities are eligible. I think if you base it on the applicants assessed valuation you will get more applications.</p> <p>For the Small Grants Category, is the maximum grant and total project cost too low? The limit is intended to target needed renovation/upgrade projects rather than (larger) new facilities that should compete with other like projects.</p>	<p>Thank you for your comment.</p> <p>Staff are continuing to recommend that limits based on population shall be in place so projects proposed by large jurisdiction that serve a large metropolitan area do not compete against projects proposed by small communities</p>

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>I think the maximum grant request that is recommended by staff is perfect.</p> <p>Should the Small Grants Category have a different evaluation criteria?</p> <p>I agree with the staff recommendation.</p> <p>Should Small Grants Category be for renovation and new construction but not acquisition of land?</p> <p>Yes, I think for renovation and new construction would be the best use of the small grants funds.</p> <p>Should Small Grants Category allow for projects that do not include "in-bound" elements?</p> <p>I agree with the staff recommendation.</p>	
3	Merle I Iverson	<p>I support the Staffs proposed changes as timely and needed. I would advise caution on expending funds to procure land. Many dream big but are not capable of showing the long term fiscal acumen to purchase the property, develop the property and successfully manage the property over the useful life of the property. It is also critical to have a "smaller" category so the mom and dad advocating a critical need are not competing with the professional grant writers we sometimes see from the very large metro areas.</p>	<p>Thank you for your comments</p> <p>Staff continue to recommend prohibiting acquisition of land in the proposed "small grants" category, but allowing land purchases in the other YAF category because a need remains to provide new properties for a growing population to recreate.</p>
4	Glen Kost	<p>The proposal to carve out a "small grant category" in YAF favoring smaller agencies seems to run afoul of State Law as noted in Criteria 9 (Proximity to People) that specifically favors projects in populated areas.</p>	<p>Although RCW 79A.25.005(1) and 79A.25.250 refer to "urbanization" and "urban areas," these statutes also support the accessibility of parks to all Washington citizens. In this proposal, the population</p>

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>How do you reconcile these competing ideas?</p> <p>a. One option would be to simply eliminate Criteria 9, though also running afoul of State Law.</p>	<p>proximity question shall remain in the evaluation criteria for the small grants category thereby continuing to provide a priority for those projects that are in population centers or located in a densely populated county. Also, it is anticipated that, in its proposed form, the small grants category would be a small portion of the total YAF appropriation. Please let me know if you have more thoughts on this topic or if you interpret the RCWs differently.</p>
5	<p><b>Nelson Mathews</b> Northwest Director The Trust for Public Land</p>	<p>The Trust for Public Land would like to express our support for three of the Recreation and Conservation Office's (RCO) proposed changes to the Youth Athletic Facilities (YAF) program.</p> <p>First, we support the expansion of eligible projects to include new facilities, not just renovations. The Trust for Public Land's vision is for all Americans to live within a 10 minute walk of a high-quality and culturally-appropriate park, playground, or natural area. Realizing this often means establishing new parks or installing new amenities in existing parks to better serve the community, especially in historically underserved areas. Given Washington State's growing population and changing demographics, our Seattle-based urban parks team has witnessed this need throughout the state, from large cities to small towns. In fact, two of the underserved communities we are working with for a park activation and a park creation project have expressed the need for</p>	<p>Thank you for your comments.</p>

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>new sports facilities for youth, such as a soccer or multi-purpose field.</p> <p>Second, we support increasing the maximum grant request from \$250,000 to \$350,000 or \$500,000. As RCO notes, renovating and installing modern and sustainable youth sports facilities and support amenities are becoming increasingly expensive. This is especially true for the types of facilities that will be well-loved and well-stewarded by the community for years to come. In addition our experiences, we have heard other groups identify that funding level needs to be increased to address increased real estate, renovation, and labor costs incurred by these projects.</p> <p>Third, we support applying the new WWRP match reduction policies to the YAF program. The policies appropriately identify underserved populations and communities in need. Granting a reduction in the amount of matching funds required will help many agencies better serve their residents.</p> <p>We appreciate RCO's ongoing efforts to ensure state grant programs best serve the needs of cities, counties, and park districts in providing high-quality recreation opportunities for all. Thank you very much for your time and consideration of our comments.</p>	<p>Staff recommend raising the grant limits up to only \$350,000 to preserve the distributive nature of the funds (more projects funded).</p>
<b>6</b>	<p><b>Darcy Mitchem</b></p> <p>Cowlitz County park board volunteer</p>	<p>I submit the following comments on the proposed policy changes:</p>	<p>An acquisition of property including a donation is eligible match when it occurs before a grant is made as long as the applicant informs us of the looming</p>

## YAF Policy Changes Public Comment Log

August, 2017

Number	Who/Date	Comment	Response
		<p>Youth Athletic Field policy:</p> <ul style="list-style-type: none"> <li>• Support the addition of small grants for small projects. I would also reduce the "red tape" for such small grants and make them much more direct and efficient to administer. Overhead and administration should not eat up the funds.</li> <li>• Support schools being eligible to apply--in many small communities all or most facilities are at schools and given the maintenance needs and oversight schools are sometimes the only practical managers of these facilities.</li> <li>• Support eligibility of new projects</li> <li>• Support reducing and/or waiving match. Would also like small jurisdictions to be able to "bank" match from the time they are ranked. It is very inefficient, especially for small, volunteer run projects, to sit around and do nothing until July 1. Many times match comes in the form of volunteer labor, which could be banked before July 1 to meet match requirements. Also, a large donation (say a plot of land for a park) DOES NOT COUNT as part of any match if it occurs <i>before</i> the grant is finalized. Such large donations/investments should count toward match even if the actual development work starts later.</li> <li>• The population estimate of 10,000 is a bit confusing because in rural areas without city limits the boundaries between communities are not defined. I live in an unincorporated town of under 1000 people where the only government authority for my town is the county itself, which has over 100,000 people. Are</li> </ul>	<p>acquisition before it happens. We then issue a "Letter of Retroactivity" which the applicant then includes in their application. Also, in the case of an unincorporated community (with no political boundary outside the Count limits) statute does not allow these communities to be eligible for a grant. If you have further questions on these issues please give me a call.</p>

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		we eligible? Are such unincorporated towns without city limits delineated by zip code or School district boundary?	
7	<b>Doug Coutts</b> , CPRP Director, South Whidbey Parks and Recreation District	<p>I have reviewed the proposed changes to the YAF program and I am supportive of the general ideas. Specific thoughts are as follows:</p> <ol style="list-style-type: none"> <li>1) Eligible Projects-Currently only renovation projects are eligible. I would be supportive allowing "New" projects that include the acquisition of land as part of the project.</li> <li>2) Add a small grant category for smaller agencies to compete head to head-I would be supportive of this at the 20,000 population ceiling.</li> <li>3) Grant limits-I would recommend raising the Maximum grant request to \$500,000 and the limit for the small grants category as recommended.</li> <li>4) Matching share waivers and reductions-I would be supportive of striking the existing policies and replacing with policies proposed for the WWRP Local Parks, Trails, and Water Access Categories. Consistency across programs would be beneficial to organizations applying and the proposed guidelines allow for reduced match for smaller jurisdictions with salary averages below the state median.</li> </ol>	<p>Staff recommend a lower population level to ensure that only truly small jurisdictions compete against one another.</p> <p>Raising the grant limits up to only \$350,000 to preserve the distributive nature of the funds (more projects funded).</p>



YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		5) Evaluation Criteria-Support keeping this similar with only the recommended changes.	
8	<p><b>Pete Mayer</b> Deputy Executive Director, Tacoma Metro Parks</p> <p><b>Andrew Austin</b> Government Affairs Manager, Tacoma Metro Parks</p>	<p>Thank you for providing us the opportunity to comment on the proposed changes to the very important YAF program. Below are our initial thoughts on the proposed changes and the questions you posed to stakeholders. Metro Parks Tacoma recently underwent a comprehensive and data driven field study that demonstrated the strongest current, middle and long-term demand for field projects (both new and retrofit) is for multi-use synthetic turf and lit fields. These are high quality and high cost products and our comments below reflect that they are a priority for Tacoma. We would be happy to share the study with any staff or board members who are interested. Please do not hesitate to contact us if you have questions about our responses. We look forward to remaining engaged as this important program update progresses.</p> <p><u>Policy Statements (and Questions) – WRPA Responses:</u></p> <ul style="list-style-type: none"> <li>• <b><i>Do you support a separate "Small Grants Category" for smaller communities:</i></b> We understand the desire to create a small grants category especially considering the proposed increase in maximum awards. That said, this program is still in its adolescence and creating a separate small grants category this early does give us some consternation. We agree with WRPA that the small grants category should be labeled as a pilot program. We recommend it be conducted for a stipulated period of time and a process should be</li> </ul>	Thank you for your comments.

## YAF Policy Changes Public Comment Log

August, 2017

Number	Who/Date	Comment	Response
		<p>developed by which the program will be evaluated. Additionally we believe there should be a maximum threshold of the program funds that can go towards this category regardless of the number of applications received, perhaps 5-10% of the total program funds. Finally, we recommend that RCO consider providing technical assistance resources to small communities as this seems to be as much or more of a barrier than securing the required matching funds.</p> <ul style="list-style-type: none"> <li>• <b><i>Is the 10,000 population limit for the Small Grants category too high or too low?</i></b> We do not have strong feelings on the matter but recommend not going higher than 10,000. The definition should cover cities and metropolitan parks districts.</li> <li>• Rather than population, should a threshold of eligibility be based on an applicant's assessed valuation? No, that would be an overcomplicated approach.</li> <li>• For the Small Grants category, is the maximum grant and total project cost too low? No.</li> <li>• Should the Small Grants category have a different evaluation criteria? No.</li> <li>• Should the Small Grants category be for renovation and new construction but not acquisition of land? Yes.</li> </ul>	Staff changed the recommendation from a proportional allocation to 10% of the appropriation.

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<ul style="list-style-type: none"> <li>Should the Small Grants category allow for projects that do not include "in-bound" elements? No comment.</li> </ul> <p><u>Table 1: Recommended Policy Changes in the YAF Program</u></p> <ul style="list-style-type: none"> <li><b>Eligible Projects:</b> We strongly support option 2. We believe new projects should be added as eligible. Our recent field study demonstrated the need for new high quality fields in underserved areas.</li> <li><b>Add a separate new grant category termed "Small Grant":</b> If adopted this grant program should have a maximum percentage limit of the overall program funds regardless how many communities apply, perhaps at 5-10%.</li> </ul> <p>Related Policies for Options 2-4</p> <ol style="list-style-type: none"> <li>Small Grant projects compete against one another and not against larger projects: Agree.</li> <li><i>The population does not apply to <u>non-profits or counties</u>.</i> The county portion of this recommendation is a little unclear but we think counties and non-profits should have to abide to the same population thresholds in terms the area served by the project.</li> </ol>	

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>c) <i>Projects proposed by counties must be in an unincorporated area...with a population of 10,000 or less:</i> An unincorporated service area, unlike a city, could be defined in various ways, we recommend clarifying this recommendation. Additionally large counties serving small communities are probably not the target audience for the small grants category. Perhaps counties over a certain size should not be eligible to apply regardless of which communities the project will serve.</p> <p>d) <i>Allocate a proportional percentage amount of any YAF appropriation to the Small Grants category.</i> This is important to ensure all of the funds are distributed but again we believe there should be a 5-10% cap for the small grants program.</p> <p>e) <i>Projects implementing ADA improvements...shall be an eligible stand-alone...No 'in-bounds' elements are required:</i> No comment.</p> <p><b>Grant Limits – Maximum Grant Request:</b> We appreciate the move to raise the project limit from \$250,000 to \$350,000. That said, we strongly favor going up to a \$500,000 limit or even higher (option 2). As mentioned, our field study demonstrates that the strongest needs for our athletic field program is for multi-use, all year, and all day fields that are lighted synthetic turf. These are expensive projects (our recently most recently constructed multi-purpose field cost \$3+ million) and the</p>	<p>Staff will clarify the population threshold issues of counties and non-profits. The intent of the proposed statement is allow counties and non-profits in the "Small Grant" category. Projects from these organizations need to <u>either</u> be in an incorporated jurisdiction that qualifies to compete in this "Small Grants" category, or an unincorporated area.</p> <p>Staff recommend raising the grant limits up to only \$350,000 to preserve the distributive nature of the funds (more projects funded).</p>

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>\$500,000 dollar limit would make the YAF program more useful and usable to Metro Parks Tacoma.</p> <p><b>Matching share waivers and reductions:</b> We support the proposed approach option 2.</p> <p><b>Evaluation criteria:</b> We are in support of maintaining the criteria while striking "renovation" and "renovated" from the documents.</p> <p><b>Other:</b> There was quite a discussion about the terms "competitive play" as used in the evaluation criteria. Competitive play in the programming world refers to tournament quality play. We think "programmed play" or "structured play" would be a clearer term the grant qualifications should use in order to differentiate structured fields versus open space play lots.</p>	
9	Monte Reinders, PE Public Works Director Jefferson County Public Works	<p>Jefferson County Public Works Department supports the proposed policy changes that affect match amounts for Youth Athletic Facility and Washington Wildlife &amp; Recreation Fund grants.</p> <p>We are a small county of approximately 30,500 residents. More than 60% of Jefferson County is non-taxable land. The proposed RCO policy changes to reduce matching funds will help Jefferson County respond to fiscal environment and budgetary challenges.</p> <p>This policy change would allow Jefferson County to better leverage limited local funds for important improvement projects for our community - projects that support health,</p>	Thank you for your comments.

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>recreation and active transportation. In addition, trail projects like the Olympic Discovery Trail, will provide a regional destination, attract tourists, and bolster the economy of the Olympic Peninsula.</p> <p>We appreciate our longstanding relationship with the Recreation &amp; Conservation Office and look forward to future opportunities.</p>	
10	Al Vorderbrueggen President, Washington Recreation and Parks Association	<p>These comments serve as the WRPA's Executive Board and Legislative Committee response to the RCO's staff-recommended changes and options regarding the Youth Athletic Facilities (YAF) grant program.</p> <p>We very much appreciate your efforts to date and would ask for confirmation that you've received and reviewed these comments. Additionally, we would love to have an additional opportunity for dialogue on these recommendations before the RCO's policy changes are finalized.</p> <p>We have structured this response so as to first answer the "Policy Statements and Questions" posed in your draft, and then to reply to the Table of Recommendations.</p> <p><u>Policy Statements (and Questions) – WRPA Responses:</u></p> <ul style="list-style-type: none"> <li>• <b><i>Do you support a separate "Small Grants Category" for smaller communities:</i></b> While we understand the thinking that has gone into proposing a Small Grants category, we have some concerns about diluting the</li> </ul>	<p>Thank you for your comments.</p> <p>Staff have changed the proposed policy to allocate a 10% portion of any appropriation to Small Grants.</p>

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>pot of available funds for YAF. We would recommend that a Small Grants category only be established if sufficient funding is made available by the Legislature – perhaps using \$10 million as a minimum threshold. The idea would be to bring a new category online only with new funding. We would also like to see RCO start any Small Grants Category off as a ‘pilot’ program to re-evaluate after a first biennium of use.</p> <ul style="list-style-type: none"> <li> <b><i>Is the 10,000 population limit for the Small Grants category too high or too low?</i></b> Too high. As we noted at the July 13 RCFB meeting, based on OFM Population data, 197 of 281 Washington cities are 10,000 population or fewer. We would rather see the RCO utilize a 5,000-population threshold that matches up with another existing program (the TIB Small Cities pavement program) and which still enables 160 cities to be eligible. <u>The 5,000 would cover both cities and Metropolitan Park Districts (MPDs)/Park Districts – in terms of population served.</u> </li> <li> <b><i>Rather than population, should a threshold of eligibility be based on an applicant’s assessed valuation?</i></b> We think the 5,000 population is a good proxy for cities. We would recommend the 5,000-population threshold be extended to unincorporated areas (<i>see Table of Recommendations response to counties segment</i>) and to MPDs/Park Districts as noted above. </li> </ul>	<p>The “Small Grants” category would be a pilot effort which shall be evaluated after the first and second biennium it is active.</p> <p>Staff recommend a population threshold of 7,000 which allows for a richer pool of potential project while still keeping the category limited to small communities.</p>

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<ul style="list-style-type: none"> <li>For the Small Grants category, is the maximum grant and total project cost too low? No.</li> <li>Should the Small Grants category have a different evaluation criteria? No.</li> <li>Should the Small Grants category be for renovation and new construction but not acquisition of land? Yes, we think that would be wise.</li> <li><b>Should the Small Grants category allow for projects that do not include "in-bound" elements?</b> No. We think the category should be kept as consistent as possible with the general category.</li> </ul> <p><u>Table 1: Recommended Policy Changes in the YAF Program</u></p> <ul style="list-style-type: none"> <li><b>Eligible Projects:</b> We agree with and appreciate the Option 2/Staff Recommendation to expand eligible project types to include both renovation and "New" project types.</li> <li><b>Add a separate new grant category termed "Small Grant":</b> We suggest any such category be conditioned on sufficient funding, contain a funding limit, and be termed a pilot so as to require re-evaluation, and utilize "Option 3: "5000"" criteria. Again, that is still allowing 160 of 281 cities to be eligible.</li> </ul>	<p>Staff recommend allowing updates to facilities to improve accessibility. We believe this is a need in smaller communities that lack the funding to modernize older facilities.</p>



YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>Related Policies for Options 2-4</p> <ul style="list-style-type: none"> <li>a) Small Grant projects compete against one another and not against larger projects: Agree.</li> <li>b) <i>The population does not apply to <u>non-profits or counties</u>.</i> We think RCO should utilize a similar population threshold for counties as it uses for cities – the 5,000 threshold.</li> <li>c) <i>Projects proposed by counties must be in an unincorporated area...with a population of 10,000 or less:</i> We would recommend this figure be changed to 5,000 to be consistent with the threshold utilized for cities.</li> <li>d) Allocate a proportional percentage amount of any YAF appropriation to the Small Grants category. We agree this is important to do.</li> <li>e) <i>Projects implementing ADA improvements...shall be an eligible stand-alone...No 'in-bounds' elements are required:</i> We are OK with this approach but don't understand the wrinkle of 'No in-bounds' elements are required.' Why not?</li> </ul> <p><b>Grant Limits – Maximum Grant Request:</b> We see the staff recommendation is \$350,000 and while we appreciate that level as an improvement over current policy (\$250,000 limit), we</p>	

YAF Policy Changes Public Comment Log			
August, 2017			
Number	Who/Date	Comment	Response
		<p>would ask that RCO utilize "We do so because of the multi-million dollar costs of field Option 2 - \$500,000." projects, lighting, etc. If staff and the Board utilize the \$350,000 limit, we would ask that the policy include language indicating a \$500,000 figure be re-evaluated at the end of the next Capital Budget cycle. <u>We are in agreement with the \$75,000 max for small grants.</u></p> <p><b>Matching share waivers and reductions:</b> We are in support of the staff recommendation to utilize newly-developed waiver/reduction policies done for the WWRP local parks, trails, water access categories.</p> <p><b>Evaluation criteria:</b> We are in support of the staff recommendation to retain the substance of existing evaluation criteria while striking the term 'renovation' and 'renovated' and thus aligning the policy with recommended policy changes.</p>	

## Evaluation Criteria

All grant requests must be completed and submitted in the format prescribed by the director.<sup>1</sup> RCO will publish instructions on how to apply for a grant on its website at [www.rco.wa.gov/grants/apply\\_for\\_grant.shtml](http://www.rco.wa.gov/grants/apply_for_grant.shtml). Applicants provide written responses to evaluation Questions 1-7. Responses should be tailored to the facility proposed in the application and should not include other unrelated facilities (fields, courts, etc.) that might be at the same park or complex.

These responses, as written in the YAF evaluation template, along with the project summary, cost estimate, application work types and metrics, and letters of support, comprise the documents that are viewed electronically by the advisory committee. Do not respond to Questions 8-10 (Matching Shares, Proximity to People, and Growth Management Act). RCO scores these questions based on other information or information submitted with the application.

Summary of Questions and Scores					
Scored by	#	Title	Maximum Points	Multiplier	Total
Advisory Committee	1	Need and Need Satisfaction	5	3	15
Advisory Committee	2	Design and Budget	5	2	10
Advisory Committee	3	Sustainability and Environmental Stewardship	3	1	3
Advisory Committee	4	Facility management	3	1	3
Advisory Committee	5	Availability	5	1	5
Advisory Committee	6	Readiness to proceed	3	1	3
Advisory Committee	7	Support and Partnerships	5	2	10
RCO Staff	8	Matching shares	2	1	2
RCO Staff	9	Proximity to people	1	1	1
RCO Staff	10	Growth Management Act Preference	0	1	0
Total possible points = 52					

<sup>1</sup> Washington Administrative Code 286-13-020

## Detailed Scoring Criteria<sup>2</sup>

Questions 1-7 are scored by the advisory committee.

- 1. Need and Need Satisfaction.** What is the community's need for the proposed ~~renovated~~ youth athletic facility? To what extent will the project satisfy the needs in the service area?

Consider the number and condition of existing youth athletic facilities; the number of leagues, teams, or players in the community; whether the community has gone through a public process to reveal deficient numbers or quality of available facilities; and whether significant unserved or under-served user groups are identified. Your discussion of need must include measurable (quantifiable) evidence. At a minimum, please include the following information in your answer:

- Type of facility to be funded.
- Service area, either in square miles or in a radius by miles.
- The population of the service area, youth and adult (estimated or actual) and how the numbers were determined.
- Number and type of similar facilities inside the service area.
- Number of leagues, teams, and players served in the service area.
- Number of leagues, teams, and players that are expected to use the ~~renovated~~ facility.
- The estimated hours of competitive play at the current facility and how this project improves or maintains this use.
- Whether the project will address facility needs for underserved or disadvantaged populations as identified in the *State Comprehensive Outdoor Recreation Plan*.
- Demonstrate how the proposed project will satisfy youth athletic facility needs and provide for a priority youth athletic facility.

▲ Point Range: Evaluators award 0-5 points, which are multiplied later by 3.

- 2. Design and Cost Budget.** How well is the project designed? How reasonable are the cost estimates, do they accurately reflect the scope of work, and are there enough funds to implement the proposed projects?

Describe the project's design and the cost estimate. Describe how the project, **including any acquisition of land**, makes the best use of the site. Consider the size, topography, soil conditions, natural amenities, and location of the site to determine if it is well suited for the intended uses. Some design elements that may be considered include:

- |                              |  |
|------------------------------|--|
| • Accuracy of cost estimates | • Risk management  |
| • Aesthetics                 | • Site suitability   |
| • Maintenance                | • Space relationships  |
| • Materials                  | • User-friendly, accessible design above the minimum requirements          |
| • Phasing                    | • Value of the out-of-bounds amenities as support to the athletic facility |
| • Recreation experience      |  |

▲ Point Range: Evaluators award 0-5 points, which are multiplied later by 2.

<sup>2</sup> Recreation and Conservation Funding Board Resolution 2015-02

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

▲ Point Range: Evaluators award 0-3 points.

- 4. Facility Management.** Does the applicant have the ability to operate and maintain the facility?

- Describe your organization's structure and indicate how long your organization has been involved in youth or community athletics.
- Describe how the athletic facilities are addressed in your organization's maintenance plan.
- If the applicant does not own the property, describe the management agreement with the property owner.

▲ Point Range: Evaluators award 0-3 points.

- 5. Availability.** When the project is complete, how often will it be available for competitive youth sports in a calendar year?

Provide details on when the facility will be open for competitive play for youth and adults or use by the general public for drop-in play. Hours when the facility is not available for competitive play or use by the general public are not considered in the evaluation.

Consider seasons of use, types of use, hours of use, and restrictions on access. Identify when the facility will be closed for competitive play, for example when the facility will be closed for use by a school or nonprofit organization. Describe the use policy for scheduling the facility: Who can schedule the facility, what sports can use it, and how do they get on the schedule?

Also, complete the application tables that describe the use by month and by type of sport or team to illustrate the current and future availability of the facility.

▲ Point Range: Evaluators award 0-5 points.

- 6. Readiness to Proceed.** What is the timeline for completing the project? Will the sponsor be able to complete the project within 3 years?

Explain how you can move quickly to complete the project by documenting completed appraisal and review, completed architectural and engineering work, permits secured, or availability of needed labor or volunteers. In addition to your answer, please estimate your project timeline by providing a specific timeline for completing your project.

▲ Point Range: Evaluators award 0-3 points.

- 7. Project Support and Partnerships.** To what extent do users and the public support the project? Support can be demonstrated in both financial and non-financial ways and varies depending upon the project type. In scoring this question, evaluators consider the type of support that is most relevant. Evidence includes but is not limited to: Letters of support; voter-approved initiatives, bond issues, referenda; ordinance or resolution adoption; media coverage; public involvement in a comprehensive planning process that includes this project; a capital improvement program that includes the project; a local park or comprehensive plan that includes the project by name or by type. If you submit letters of support or other documents, remember to attach them to your application in PRISM.

▲ Point Range: Evaluators award 0-5 points, which are multiplied later by 2.

*Questions 8-10 are scored by RCO staff.*

- 8. Matching Shares.** Is the applicant providing a matching share more than an amount equal to the grant amount requested?

▲ Point Range

0 points	Less than 55 percent of the total project cost
1 point	55-64.99 percent of the total project cost
2 points	More than 65 percent of the total project cost

- 9. Proximity to People.** State law requires the Recreation and Conservation Funding Board to give funding preference to projects in populated areas. Populated areas are defined as a town or city with a population of 5,000 or more, or a county with a population density of 250 or more people per square mile.<sup>3</sup> Is the project in an area meeting this definition?

▲ Point Range

0 points	No
1 point	Yes

- 10. Growth Management Act Preference.** Has the applicant made progress toward meeting the requirements of the Growth Management Act?<sup>4</sup>

State law requires that whenever a state agency is considering awarding grants to finance public facilities, it shall consider whether the applicant<sup>5</sup> has adopted a comprehensive plan and development regulations as required by Revised Code of Washington 36.70A.040.

When reviewing such requests, the state agency shall accord additional preference to applicants that have adopted the comprehensive plan and development regulations. An applicant is deemed

---

<sup>3</sup>Revised Code of Washington 79A.25.250

<sup>4</sup>Revised Code of Washington 43.17.250 (Growth Management Act preference required.)

<sup>5</sup>County, city, or town applicants only. This segment of the question does not apply to Native American tribes, park districts, or non-profit organizations.

to have satisfied the requirements for adopting a comprehensive plan and development regulations if it:

- Adopts or has adopted within the time periods specified in state law;
- Adopts or has adopted by the time it requests a grant or loan; or
- Demonstrates substantial progress toward adopting within the time periods specified in state law. An agency that is more than 6 months out of compliance with the time periods has not demonstrated substantial progress.

A request from an applicant planning under state law shall be accorded no additional preference over a request from an applicant not planning under this state law.

This question is scored by RCO staff based on information from the state Department of Commerce, Growth Management Division. Scoring occurs after RCO's technical completion deadline. If an agency's comprehensive plan, development regulation, or amendment has been appealed to the Growth Management Hearings Board, the agency cannot be penalized during the period of appeal.

▲ Point Range: RCO staff subtracts a maximum of 1 point. There is no multiplier.

- |               |   |
|---------------|---|
| Minus 1 point | The applicant does not meet the requirements of Revised Code of Washington 43.17.250. |
| 0 points      | The applicant meets the requirements of Revised Code of Washington 43.17.250.         |
| 0 points      | The applicant is a Native American tribe, park district, or nonprofit organization.   |

**Recreation and Conservation Funding Board  
Resolution 2017-34  
Youth Athletic Facilities Program**

**WHEREAS**, the Revised Code of Washington (RCW) 79A.25.005 authorizes the Recreation and Conservation Funding Board (board) to administer recreational grant-in-aid programs; and

**WHEREAS**, providing the citizens of this state venues for competitive recreational activities promotes community building, public health, and our economy; and improves our quality of life; and

**WHEREAS**, the board solicited and heard public comments on the policies recommended in this memo in an open public meeting on October 11, 2017; and

**WHEREAS**, staff reviewed and considered public comments on the recommendations contained in this memo.

**NOW, THEREFORE BE IT RESOLVED**, that the board approves resolution 2017-34 and the policy recommendations contained in this memo for the Youth Athletic Facilities Program.

Resolution moved by: \_\_\_\_\_

Resolution seconded by:

*Adopted/Defeated/Deferred (underline one)*

Date: \_\_\_\_\_



## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017

**Title:** Washington Wildlife and Recreation Program, Farm and Forest Account:  
Forestland Preservation Category  
Approval of the Ranked List for 2017-19

**Prepared By:** Kim Sellers, Outdoor Grants Manager

#### Summary

Three project proposals in the newly created Forestland Preservation category in the Washington Wildlife and Recreation Program (WWRP) have been evaluated and ranked. This memo describes the category, review and evaluation process, and ranked list. Staff will present additional information about the projects at the October meeting. As of this writing, the Legislature has not yet adopted a capital budget nor appropriated funding for the WWRP. Staff is asking the Recreation and Conservation Funding Board to: 1) approve the final ranked list; and 2) delegate authority to the director to award grants, following governor and legislative approval of the list and funds for the Washington Wildlife and Recreation Program as part of a 2017-19 state capital budget.

#### Board Action Requested

This item will be a:

<input checked="" type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

**Resolution #:** 2017-35

**Purpose of Resolution:** Approve the ranked list of projects shown in Table 1 for submission to the governor and delegate authority to the director to award grants to the final ranked list of projects, contingent on legislative approval of the list and a 2017-19 state capital budget.

#### Background

The primary focus of the Forestland Preservation category is to acquire development rights on working forestland in Washington and ensure the land remains available for forestry. A secondary goal is to support other benefits of preserving forestland such as jobs, recreation, protection of water and soil resources, carbon sequestration, habitat for wildlife, and scenic beauty.

Effective July 1, 2017, the Forestland Preservation category will receive ten percent of the Washington Wildlife and Recreation Program (WWRP) funds in the new Farm and Forest Account. The remaining ninety percent will be used for the Farmland Preservation category.

## Forestland Preservation Category Requirements

<b>Eligible Applicants</b>	Cities, counties, qualified nonprofit nature conservancies, and the Washington State Conservation Commission
<b>Eligible Project Types</b>	<ul style="list-style-type: none"> <li>• Acquisition of property interest.</li> <li>• Combination projects involving both acquisition and restoration or habitat enhancement.</li> </ul>
<b>Funding Limits</b>	<ul style="list-style-type: none"> <li>• There is no minimum request limit, maximum request is \$350,000.</li> <li>• Maximum cost for a forest management plan is \$10,000.</li> <li>• The restoration or enhancement total shall not exceed more than half of the total acquisition costs, including match towards acquisition.</li> </ul>
<b>Match Requirements</b>	<ul style="list-style-type: none"> <li>• Cities, counties and nonprofit nature conservancies must provide a minimum 1:1 matching share.</li> <li>• No match required for the Washington State Conservation Commission.</li> </ul>
<b>Public Access</b>	<ul style="list-style-type: none"> <li>• Although public access is not required, it is allowed if explicitly provided for in the conservation easement.</li> </ul>
<b>Other Program Characteristics</b>	<ul style="list-style-type: none"> <li>• Each parcel proposed for protection must be classified as either timberland or forestland under county property tax definitions (Revised Codes of Washington 84.34.020(3)) and 84.33.035(5).</li> <li>• Applicants must submit a county approved timber management plan if required by the county's tax program.</li> <li>• Development of a forest management plan as part of an acquisition is allowed.</li> </ul>

## Analysis

### Evaluation Summary

Three Forestland Preservation projects proposals, requesting \$1,050,000, were evaluated by members of the WWRP Forestland Preservation Advisory Committee on August 15, 2017, in Olympia.

Advisory committee members, selected and appointed by the Recreation and Conservation Office (RCO) director, are recognized for their expertise and knowledge of forestland preservation and management in Washington. The advisory committee members are:

	<b>Affiliation</b>
Arno Bergstrom, Kitsap County	Local Government
Joe Kane, Nisqually Land Trust	Nonprofit
Cherie Kearney, Columbia Land Trust	Nonprofit
Jay McLaughlin, Mount Adams Resource Stewards	Nonprofit
Richard Weiss, Washington Farm Forestry Association	Nonprofit
Stuart Thronson, Department of Revenue	State Agency
Stephen Bernath, Department of Natural Resources*	State Agency
Mark Ferry, Hancock Forest Management	Citizen
David Overton, Washington Tree Farm Program*	Citizen
Reed Wendel, Green Crow	Citizen

*\*Participated in the technical review, but did not evaluate projects.*

Eight members were present to evaluate the projects using evaluation criteria adopted by the Recreation and Conservation Funding Board (board). The results of the evaluations, provided for board consideration, are found in *Table 1- WWRP, Forestland Preservation Category, Ranked List of Projects, 2017-19*.

### **Review of Process and Criteria Modifications**

At the end of the evaluation meeting on August 15 and during the post-evaluation meeting on August 31, staff met with the Forestland Preservation Advisory Committee to debrief and assess the application materials provided, the review and evaluation process, and scoring results.

This is the first grant cycle for the Forestland Preservation category. The same individuals who participated in the development of the program and criteria were invited to review and evaluate the grant applications. They were familiar with the requirements of the category, helping with the efficiency of the process.

Items to consider for the next grant cycle include:

- Compress the application materials into one document and include pertinent metric reports and application questions from PRISM for the evaluators.
- Encourage applicants to provide evidence that the site is currently functioning as working forestland.
- Increase our marketing efforts to encourage more applicants to apply for Forestland Preservation grants. Having such a small number of applications this grant cycle was a concern.

Overall, the Forestland Preservation Advisory Committee was pleased with the evaluation, process and criteria and the resulting ranked list.

### **Strategic Plan Link**

Consideration of these grant awards supports the board's goal to help its partners protect, restore, and develop opportunities that benefit people, wildlife, and ecosystems. The grant process supports the board's strategy to conduct its work in a fair and open manner, as well as its goal to deliver successful projects by using broad public participation. The criteria for selecting projects support the board's goal of making strategic investments of state funds.

### **Staff Recommendation**

Staff recommends that the board 1) approve *Table 1 – WWRP, Forestland Preservation Category, Ranked List of Projects, 2017-19*, and 2) delegate authority to the director to award grants to the final ranked list of projects, contingent on legislative approval of the list and a 2017-19 state capital budget, via Resolution #2017-35.

### **Next Steps**

If approved by the board, staff will forward Table 1 to the Governor for funding consideration. The Governor then submits the list of Forestland Preservation projects to the Legislature as part of the proposed capital budget. The Governor may remove projects from the list but cannot add to or re-order the approved list. The Legislature will set the WWRP appropriation and approve the list of projects in the capital budget.

## Attachments

- A. Resolution #2017-35, including Table 1 – *WWRP, Forestland Preservation Category, Ranked List of Projects, 2017-19*
- B. State Map for Forestland Preservation Category Projects
- C. Forestland Preservation Category Evaluation Criteria Summary and Detailed Scoring Criteria
- D. Forestland Preservation Category Projects, Evaluation Summary, 2017-19
- E. Forestland Preservation Category Project Descriptions 2017-19

**Recreation and Conservation Funding Board  
Resolution #2017-35  
Washington Wildlife and Recreation Program  
Forestland Preservation Category, 2017-19, Ranked List of Projects**

**WHEREAS**, for the 2017-19 biennium, three Forestland Preservation category projects are being considered for funding from the Farm and Forest Account of the Washington Wildlife and Recreation Program (WWRP); and

**WHEREAS**, all three Forestland Preservation category projects meet program eligibility requirements as stipulated in *Manual 10c, Washington Wildlife and Recreation Program: Forestland Preservation*, including criteria regarding county tax designation as either forestland or timberland; and

**WHEREAS**, these Forestland Preservation category projects were evaluated by a team of citizens and local and state agency representatives using criteria approved by Recreation and Conservation Funding Board (board), thereby supporting the board's goal to fund the best projects as determined by the evaluation process; and

**WHEREAS**, these evaluations occurred in open public meetings as part of the competitive selection process outlined in Washington Administrative Code 286-13-020, thereby supporting the board's strategy to ensure that its work is conducted with integrity and in a fair and open manner; and

**WHEREAS**, all of the forestland projects meet criteria for perpetual easements, thus supporting the board's strategic goal to maximize the useful life of board-funded projects and supporting the board's strategy to provide partners with funding for projects that help sustain Washington's fully functioning ecosystems.

**NOW, THEREFORE BE IT RESOLVED**, that the Recreation and Conservation Funding Board hereby approves the final ranked list of projects depicted in *Table 1 – Washington Wildlife and Recreation Program, Forestland Preservation Category, Ranked List of Projects, 2017-19*; and

**BE IT FURTHER RESOLVED** that the board hereby recommends to the Governor the ranked list of Forestland Preservation category projects for further consideration; and

**BE IT FURTHER RESOLVED**, that the board delegates authority to RCO's Director to award funds to the projects based on the ranked list in Table 1 and the approved LEAP Capital Document for WWRP, contingent on Legislative approval of the list and appropriated funds for the program in the 2017-19 biennial budget; and

**BE IT FURTHER RESOLVED**, that the board authorizes the director to execute project agreements necessary to facilitate prompt project implementation.

*Resolution moved by:* \_\_\_\_\_

*Resolution seconded by:* \_\_\_\_\_

*Adopted/Defeated/Deferred (underline one)*

*Date:* \_\_\_\_\_

*Tammy Table 1, Attachment A is inserted here.*



## State Map for Forestland Preservation Category Projects



## Forestland Preservation Category Evaluation Criteria Summary

Forestland preservation means protection of any land designated as either timberland in RCW 84.34.020(3) or forestland in 84.33.035(5).<sup>1</sup>

Evaluation Criteria Summary Table			
Scored By	Number	Evaluation Criteria	Maximum Score
Advisory Committee	1	Viability of the Site	15
Advisory Committee	2	Forestland Stewardship	10
Advisory Committee	3	Threat to the Land	8
Advisory Committee	4	Community Values	6
RCO Staff	5	Match	2
<b>Total Points</b>			<b>41</b>

## Forestland Preservation Category Detailed Scoring Criteria

### Advisory Committee Scored Criteria

1. **Viability of the Site** Revised Code of Washington 79A.15.130(10(h))  
What is the viability of the site for commercial timber production?
2. **Forest Stewardship** Revised Code of Washington 79A.15.130(10(e-g))  
What stewardship practices beyond the Forest Practices Act are in place that support timber production or provide ecologic benefits?
3. **Threat to the Land** Revised Code of Washington 79A.15.130(10(c))  
What is the likelihood the land will be converted to some other use than forestland if it's not protected?
4. **Community Values** Revised Code of Washington 79A.15.130(10(a))  
How will protecting the land for timber production provide benefits to the community?

### RCO Staff Scored Criteria

5. **Match**  
Is the applicant providing additional match above the minimum requirement?

<sup>1</sup> Chapter 79A.15.010 (6)



*Tammy the evaluation scoring summary Attachment D is inserted here.*

Descriptions go here

**Table 1: Forestland Preservation Category**

Attachment A

Ranked List for 2017-19

Resolution 2017-35

Washington Wildlife and Recreation Program 2017-19

Rank	Score	Project Number and Type <sup>1</sup>		Project Name	Grant Applicant	Grant Request	Grant Applicant Match		Cumulative Grant Requests
								Total	
1	33.38	17-1144A		Rock Creek Forest	Columbia Land Trust	\$350,000	\$434,000	\$784,000	\$350,000
2	33.00	17-1206A		Little Skookum Inlet Forest	Forterra	\$350,000	\$760,012	\$1,110,012	\$700,000
3	17.00	17-1268A		Kirby Forestland	Great Peninsula Conservancy	\$350,000	\$350,000	\$700,000	\$1,050,000
						<b>\$1,050,000</b>	<b>\$1,544,012</b>	<b>\$2,594,012</b>	

<sup>1</sup>Project Type: A=Acquisition

## Forestland Preservation Category

Attachment D

### Evaluation Scoring Summary

Washington Wildlife and Recreation Program 2017-19

Question		1	2	3	4	5	
Rank	Project Name	Ecological and Biological Characteristics	Species and Communities with Special Status	Manageability and Viability	Public Benefit	Match	Total
1	Rock Creek Fore/Columbia	13.250	8.375	5.750	4.000	2.000	33.375
2	Little Skookum /Forterra	12.375	7.750	5.750	5.125	2.000	33.000
3	Kirby Forestlan/Great Pe	5.375	4.500	4.875	2.250	0.000	17.000

Evaluators Score Questions 1-4; RCO staff scores Question 5

## Forestland Preservation Category Project Summaries (In Rank Order)



### **Columbia Land Trust Conserving Rock Creek Forest**

**Grant Requested: \$350,000**

The Columbia Land Trust will use this grant to conserve about 360 acres of forestland on the East Fork Lewis River and Rock Creek in northeastern Clark County. The land is divided into two blocks. The northern block straddles the confluence of Rock Creek and East Fork Lewis River. The southern block straddles Rock Creek upstream from the confluence. The land is actively managed for timber but parts of it are divided into 5-acre residential lots. Because these lots were created before current zoning regulations, they can be developed. This project will prevent fragmentation and future development of the forest, ensuring that it continues to be managed as a working forest. The Columbia Land Trust will contribute \$434,000 from a local grant. For more information and photographs of this project, visit [RCO's online Project Snapshot](#). (17-1144)

### **Forterra Conserving Little Skookum Inlet Forest and Shoreline**

**Grant Requested: \$350,000**

Forterra will use this grant to buy a voluntary land preservation agreement, also called a conservation easement, for land on the southern shore of Little Skookum Inlet in Mason County. The land consists of 816 acres of working forests, wetlands, and nearly 2 miles of Puget Sound shoreline. The preservation agreement would extinguish the development rights and expand the no-cut buffers from 50 to 90 feet up to 150 feet on the salmon-bearing streams and 100 feet on the marine shoreline, permanently protecting the working forest and the land's environmental benefits. Preventing development prevents damages to water quality, salmon habitat, shoreline processes, and cultural resources. The property has been actively managed as a working forest for more than 150 years by Port Blakely Tree Farms, generating multiple rotations of timber and supplying local mills. However, the property has been zoned for rural residential development, and plans drawn up for its development. Development would not only impact generations of local forest products, habitat, and cultural resources, but would be detrimental to the productive – and commercially lucrative – shellfish growing areas in the inlet. Forterra will contribute \$760,012 in another grant, a private grant, and a state grant. For more information and photographs of this project, visit [RCO's online Project Snapshot](#). (17-1206)

### **Great Peninsula Conservancy Preserving Forestland near Gig Harbor**

**Grant Requested: \$350,000**

The Great Peninsula Conservancy will use this grant to buy a voluntary land preservation agreement, also called a conservation easement, on 28 acres of intact forestland near Wollochet Bay and Gig Harbor. The agreement will prevent future development, but allow continued forest management in perpetuity. The forest is dominated by 85-year-old trees, including Douglas fir, cedar, maple, hemlock, and alder. The land also has wetlands and Sullivan Gulch Creek, which

## Forestland Preservation Category Project Summaries (In Rank Order)

---



supports cutthroat trout and coho salmon. The land is in a region experiencing population growth and accelerated urban development. The project will extinguish six development rights. The permanent protection of the forestland will ensure the preservation of a viable working forest, opportunities for local employment, wildlife habitat, and clean water. The Great Peninsula Conservancy will contribute \$350,000 in donations of land. For more information and photographs of this project, visit [RCO's online Project Snapshot](#). (17-1268)

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017

**Title:** Control and Tenure Policy for Projects on State-Owned Aquatic Lands Managed by the Department of Natural Resources

**Prepared By:** Adam Cole, Natural Resource Policy Specialist

#### Summary

Staff seek direction on an update to the Recreation and Conservation Funding Board's (board) control and tenure policy for projects on state-owned aquatic lands managed by the Washington Department of Natural Resources (DNR). Currently a sponsor must provide RCO a use authorization (a lease for example) from DNR with a term of 25 or more years (depending on the program). In the recent past DNR has moved to offering terms of around 12 years to better manage state-owned aquatic lands. However, if a project is scoped to maximize environmental stewardship outcomes a longer-term lease meeting the board's policy is likely. This memo describes proposed changes to board policy that will require an applicant's early engagement with DNR to evaluate the proposed scope of work and a longer period of time for a sponsor to obtain the required control and tenure.

#### Board Action

This item will be a:

<input type="checkbox"/>	Request for Decision
<input checked="" type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

## Background

### Control and Tenure Policy

According to current board policy, any organization receiving a grant must demonstrate that it owns or otherwise controls the land where the project will be implemented (Attachment A). This is referred to as having "control and tenure" of a project site, which could be ownership or control of the property through a lease, easement, use agreement, or similar means. Sponsors must demonstrate that the project meets the board's control and tenure requirements before the Recreation and Conservation Office (RCO) will issue a project agreement.

The purpose of the policy is three-fold. First, the policy ensures that RCO enters into an agreement with a sponsor that has the authority to implement a project on the subject lands. Second, it ensures that control and tenure is secured at the time a project agreement may be issued so as not to delay project implementation. Third, the tenure sets the compliance period for the long-term obligations of the project and ensures use of the facility by the public for a reasonable length of time to justify the investment of public funds.

Sponsors who want to conduct grant-funded development projects on [state-owned aquatic lands](#) may not be able to meet the board-adopted minimum term of control and tenure for development projects.<sup>1</sup> Examples of projects where a sponsor would develop a structure on state-owned aquatic lands includes the installation or renovation of docks, piers, marinas, or boat launches.

### **State-Owned Aquatic Lands**

The Department of Natural Resources' (DNR) leasing practices (on which it bases its "Aquatic Use Authorization") for properties with improvements, generally utilize shorter-term leases which are typically 12 years. With a shorter lease term, DNR can more readily implement best practices that aim to achieve a healthier environment and a better functioning facility. For example, a shorter term will allow the DNR to better address changing regulatory requirements, such as removing creosote pilings or addressing structures that impede the access of salmon along the shoreline. DNR is also able to minimize state liability by keeping lease language up-to-date and ensuring security and insurance clauses are appropriate for the given use.

In addition to leasing preferences, there are also constitutional and statutory limitations on the length of time the agency can issue a lease or easement depending on the type of state-owned aquatic lands (Attachment B).

### **DNR's Stewardship and Leasing Resources**

Additional resources regarding DNR's stewardship and leasing resources include the following:

- Aquatic Stewardship:  
<http://www.dnr.wa.gov/programs-and-services/aquatics/stewardship-measures>
- Leasing for Grant Projects:  
[http://file.dnr.wa.gov/publications/em\\_fs11\\_018.pdf](http://file.dnr.wa.gov/publications/em_fs11_018.pdf)
- Caring for Washington's Nearshore Environments:  
[http://file.dnr.wa.gov/publications/em\\_fs10\\_001.pdf](http://file.dnr.wa.gov/publications/em_fs10_001.pdf)
- Leasing State-owned Aquatic Lands:  
[http://file.dnr.wa.gov/publications/em\\_fs11\\_019\\_leasing\\_soal.pdf](http://file.dnr.wa.gov/publications/em_fs11_019_leasing_soal.pdf)
- Fact Sheet for Leasing Aquatic Lands:  
[http://file.dnr.wa.gov/publications/aqr\\_fs\\_leasing\\_guide\\_0816.pdf](http://file.dnr.wa.gov/publications/aqr_fs_leasing_guide_0816.pdf)

## **Current Policy and Issues**

### **Current Board Policy**

The board policy for control and tenure was adopted in 1996 and calls for a twenty-five year term (Attachment A). However, additional terms now exist by program (see below) due to additional board policies adopted since 1996 and via pre-emption of board policy by the Revised Code of Washington (RCW) or the U.S. Code of Federal Regulations. The following is the current board policy as expressed in [RCO Manual #4, Development Projects](#):

---

<sup>1</sup> Because of statutes unique to Port Districts which allow long-term Port Management Agreements with DNR, these organizations typically meet the board's control and tenure requirements without issue.



**Table 1. Current Control and Tenure Policy from Manual #4, Development Projects**

*"Before executing a project agreement, the applicant must provide RCO with documentation as described below:*

- **Applicant owns property.** Current title information for property owned by the applicant. This information must include:
  - Legal description
  - Documentation of deed restrictions and encumbrances
  - Documentation of current owner
  - Documentation of easements
  - Explanation of the immediate or potential impacts of any restriction, encumbrance, or easement

*If the property was acquired with RCO assistance, simply provide the project name and timeframe to RCO and a list of any deed restrictions, encumbrances, or easements that may have been added after acquisition.*

- **Applicant does not own property.** Copies of applicable leases, easements, or use agreements on the property to be developed including state aquatic lands managed by the Washington Department of Natural Resources. Under this option the lease or easement or use agreement:
  - **Must extend for the "minimum interest length" shown in the table below from the date RCO releases the final reimbursement and accepts the project as complete.**<sup>2</sup>
  - Must not be revocable at will.
  - Must ensure the right of continuous public access.
  - Allow RCO or designee the right of entry to inspect without notice.
  - Incorporate RCO's sign requirements.

*Evidence must be provided by the sponsor that the proposed development and its intended uses are consistent with and legally permissible under the conditions of the lease, easement, or agreement. Completed project elements may not be transferred to the landowner upon completion of the RCO project."*

#### **Minimum Control and Tenure Length for Property Not Owned by the Applicant**

<b>Grant Program</b>	<b>Interest Length</b>
Aquatic Lands Enhancement Account	25 years
Boating Facilities Program	25 years
Boating Infrastructure Grant	Useful Life
Firearms and Archery Range Recreation	10 years
Land and Water Conservation Fund (Easements only, leases are not eligible.)	Perpetuity
Nonhighway and Off-road Vehicle Activities	25 years
Recreational Trails Program	25 years
Washington Wildlife and Recreation Program	25 years
Youth Athletic Facilities	20 years

<sup>2</sup> Emphasis Added

## Request to Waive Policy

When a sponsor cannot meet the board-adopted minimum tenure for a development project, typically twenty-five to thirty years, the sponsor often submits a request for a waiver of the board's policy. These are evaluated by RCO on a case-by-case basis. If a waiver is approved, it may be addressed with a special condition in the project agreement. In nearly all cases where a waiver is approved, the sponsor must commit to a long-term obligation timeline that extends beyond the term of its lease (for example). Failure to abide by that commitment would then be a compliance issue, including a potential conversion.

However, for the sake of efficiency, consistency, and transparency, staff recommends that the board consider a policy to address this issue.

## Proposed Policy

### RCO – DNR Coordinated Control and Tenure Proposal

#### *Policy Intent*

For the following policy proposal, the intent is to establish an early and coordinated review of a grant request to determine if an "Aquatic Use Authorization" term longer than DNR's preferred 12-year term is appropriate. A longer term may be possible depending on the degree to which the scope of work and long-term management of the site support the state's water access, environmental stewardship, and public recreation goals.

#### *Policy Statements*

### **Policy for Projects located on State-Owned Aquatic Lands Managed by DNR.**

**This policy is only applicable to the Boating Facilities Program, Nonhighway and Off-Road Vehicle Activities program, and Boating Infrastructure Grants program.**

**1. Demonstrating Control and Tenure.** If the project is on state-owned aquatic lands managed by Washington Department of Natural Resources (DNR), sponsor must obtain a use authorization from DNR as control and tenure for your project site. The authorization must meet the requirements of the board policy and grant program.

1.1 If at any time a lesser term is accepted by RCO, this does not change the term of the compliance period as required by the grant program.

1.2 If sponsor has an existing use authorization which complies with the board control and tenure policy (other than term), and it has more than 15 years left on its term when the project is expected to be completed, this term shall suffice in meeting the board's policy.

1.3 In the case where an amended use authorization, or short term authorization is signed or in existence in order to complete the project, and a longer-term authorization meeting the board's minimum control and tenure term is pending (per a written assurance from DNR), this shall be considered policy compliant (sufficient to allow an application and issue an agreement).

1.4 If the needed term of an authorization exceeds DNR's statutory limit, a lesser term may be accepted at the discretion of the RCO Director. A request for acceptance of a statutory limited term must be submitted with the grant application.

1.5 Planning Grants. Control and tenure is not required to apply for, or sign an agreement for a planning project.

1.5.1 Control and tenure is a required deliverable of planning projects.

1.5.2 During an active development project, if construction activities do not occur and the project is in the Boating Facilities Program or Nonhighway and Off-Road Vehicle Activities program the project may be converted to a planning only grant.

1.5.3 Sponsor may not receive more than one planning grant at a given work site for the same or similar scope of work.

**2. DNR's Review of Scope of Work.** If project applicant does not have a current use authorization meeting RCO/board requirements, applicant must meet with DNR to review the proposed scope of work.

2.1 Applicant must then submit to RCO a signed Scope of Work Acknowledgement Form (below) prior to the application complete deadline.

**3. Obtaining Control and Tenure.** For development projects, sponsors will have a maximum of 18 months from the funding date of the grant agreement to secure control and tenure. If the sponsor has made significant progress toward securing control and tenure, the Director may allow up to 6 additional months.

**4. Reimbursement.** For development projects, until control and tenure is secured and a copy provided to RCO, only A&E costs are reimbursable. For planning grants, RCO may reimburse up to 50% of the project costs.

**Figure 1. DRAFT Form to Acknowledge Review of Scope of Work Prior to Grant Application**

<b>Appendix XX: Scope of Work Acknowledgement Form</b>	
Project Applicant: _____ RCO Project # _____	
Project Name: _____	
<div style="background-color: #002060; height: 20px; width: 100%;"></div>	
Water Body: _____ Size of Project (acres): _____	
Address: _____ County: _____	
Department of Natural Resources (DNR) District: _____	
The below signatories met at the project site on _____ and discussed the proposed scope of work in the above Recreation and Conservation Office grant application. This project is a:	
<input type="checkbox"/>	New Project (Building a new facility where one does not exist)
<input type="checkbox"/>	Redevelopment Project (Renovating or adding to or changing an existing facility)
And	
<input type="checkbox"/>	The scope of work for the proposed site <u>IS</u> sufficient to conform to DNR's long-term stewardship requirements and therefore <u>may receive a use authorization meeting RCO's control and tenure requirements.</u>
The below signature does not represent authorization of project implementation.	
_____ Landowner Agent (DNR) Signature	_____ Date
_____ Printed Name	
_____ RCO Grant (Project) Applicant Signature	_____ Date
_____ Printed Name	_____ Agency Name

## Policy Pros and Cons

The proposed policy changes have the following pros and cons.

**Table 2. Policy Proposal Pros**

Policy Pros	Example
Increases Utility of Planning Grants for Sponsors	<ul style="list-style-type: none"><li>• Reduces burden on sponsors to obtain long-term control and tenure of a project site in order to apply for planning grant.</li><li>• Establishes a planning grant option which may be needed prior to a development grant.</li><li>• May result in two shorter term grants and increases project success.</li></ul>
Manages Expectations Proactively	<ul style="list-style-type: none"><li>• Applicant is told early on that the scope of work is insufficient to qualify for a long-term authorization.</li><li>• Sponsor can better identify its financial needs and timeline before its application is complete.</li><li>• Reduces sponsor requests for policy waivers.</li></ul>
Promotes Longer Lasting Sites and Better Stewardship of State Owned Aquatic Lands.	<ul style="list-style-type: none"><li>• Grant funds may support newer, more modern facilities over renovating out of date sites.</li><li>• Institutionalizes best practices into scope of work and long-term management of the site.</li></ul>
Better Utility for Recreationists	<ul style="list-style-type: none"><li>• Modern sites increase the public's utility of facilities.</li><li>• Longer-term authorizations mean long-term public use.</li></ul>
Captures Long-Term Savings	<ul style="list-style-type: none"><li>• Sponsor facilities potentially last longer and require less maintenance.</li><li>• Modern facilities may require less insurance and bonding in the use authorization process.</li><li>• Longer authorization terms require fewer negotiations and renewals.</li></ul>
Reduce Risk	<ul style="list-style-type: none"><li>• Better design and stewardship practices reduce the state and sponsor's regulatory liability.</li></ul>

**Table 3. Policy Proposal Cons**

Policy Cons	Example
Increase Project Cost for Sponsors	<ul style="list-style-type: none"><li>• Scope of project may increase in order to get a long-term authorization.</li></ul>
Projects may take longer to complete.	<ul style="list-style-type: none"><li>• Negotiating a long-term authorization within the project agreement phase of the grant delays construction activities and potentially increases re-appropriation rates.</li></ul>
May reduce public access in the short-term.	<ul style="list-style-type: none"><li>• May reduce opportunity for a sponsor to apply for a “smaller” project to shore up a failing site while it raises capital for a newer facility.</li></ul>
Wasted Effort/Resources	<ul style="list-style-type: none"><li>• Following a planning grant, if development funds are not readily available, permits may expire.</li></ul>
Policy Risk	<ul style="list-style-type: none"><li>• If a short-term authorization is issued to complete the project, sponsor may choose not to sign a longer-term lease.</li></ul>

### Next Steps

Based on board feedback, staff will distribute a policy proposal for public comment and return at the January 2018 meeting to request a decision from the board.

### Attachments

- A. Control and Tenure Policy Adopted Per Board Resolution #1996-10
- B. DNR Lease and Easement Terms for State-Owned Aquatic Lands

## Control and Tenure Policy Adopted in 1996 per Resolution #1996-10

"To protect the Interagency Committee for Outdoor Recreation (IAC) (now RCFB) assisted capital investment, sponsors must have adequate control and tenure of development project areas. This may be documented in several ways, including by showing land ownership, lease, use agreement, or easement.

Before executing a project agreement, the applicant must provide IAC (now RCO) with:

1. Current title information for project property owned by the applicant, but not acquired with RCFB assistance. This information must include:
  - Legal description,
  - Deed description,
  - Encumbrances,
  - Documentation of current owner, and
  - Easements. Explain the immediate or potential impact of any restriction, easement, or encumbrance.
2. Copies of applicable leases, easements, or use agreements on the area or property to be developed, if not owned by the sponsor. Under this option:
  - The lease, easement, or use agreement must extend for 25 years from the date of RCFB approval.
  - The lease, easement, or use agreement may not be revocable at will.
  - Evidence must be provided by the sponsor that the proposed development and its intended uses are consistent with and legally permissible under the conditions of the lease, easement, or agreement."

DNR’s Lease and Easement Terms for State-Owned Aquatic Lands

Agreement type	Locations (Defined)	DNR Preferred Term	Maximum Term allowed by Statute	Authority
Easements	Bedlands – in front of second-class tide/shorelands	Depends 12 years	NA	<a href="#">RCW 79.36.355</a>
	Bedlands – in front of unplatted first-class tide/shorelands	10 years	NA	
	First and second-class platted tidelands and shorelands	12 years	NA	
	First class unplatted tide/shorelands	10 years	NA	
	Harbor Areas	12 years	NA	
	Waterways	5 years	NA	
Lease	Bedlands – in front of second-class tide/shorelands	12 years	30 years	<a href="#">RCW 79.130.020</a>
Lease	Bedlands – in front of unplatted first-class tide/shorelands	10 years	10 years	<a href="#">RCW 79.130.020</a>
Lease	First and second-class platted tidelands/shorelands	12 years	55 years	<a href="#">RCW 79.125.200</a>
Lease	First class unplatted tide/shorelands	10 years	10 years	<a href="#">RCW 79.125.410</a>
Lease	Harbor Areas	12 years	30 years	<a href="#">State Constitution, Article XV, §2, RCW 79.115.110 &amp; RCW 79.115.120</a>
Waterway permit – Salmon Bay and East and West Duwamish River	Tidelands and shorelands	5 years	30 years	<a href="#">RCW 79.120.040</a>
Waterway Permit – elsewhere		Up to 1 year	1 year	<a href="#">WAC 332-30-117</a> (3)
Waterway Permit – certain uses		Up to 5 years	5 years	<a href="#">WAC 332-30-117</a> (4)



# Attachment A

## Proposed Policy Changes to the Washington Wildlife and Recreation Program

### PROPOSED REVISION: Critical Habitat Category Projects

This category provides grants to acquire, ~~create~~, enhance, or restore habitat for wildlife including game and non-game species; food fish; shellfish; and freshwater, anadromous, and other fish including habitat for endangered, threatened, or sensitive species.

- Includes habitats such as wetlands, forests, shrub-steppe, deer and elk winter range, and riparian zones, and habitats for saltwater or freshwater fish and shellfish.
- ~~May include public use for both consumptive and non-consumptive activities.~~
- May include acquisition for species protection or enhancement.
- ~~May include habitat enhancement, or restoration, or creation.~~
- May include multiple benefits such as recreational uses, resource uses, or other management practices compatible with the conservation benefits of the project.
- Must be accessible for public recreation and outdoor education unless the Recreation and Conservation Funding Board specifically approves limiting public access to protect sensitive species, water quality, or public safety.
- May include public use for both consumptive and non-consumptive activities.
- May include limited development of public facilities such as roads associated with trailheads, trails, parking, restrooms, signs or kiosks, and fences ~~to allow public use and enjoyment.~~
- ~~May exclude public use, if needed to protect habitat and species.~~
- May include costs for developing stewardship plans.
- Does not allow renovation of facilities.

### PROPOSED REVISION: Natural Areas Category Projects

These grants provide funding to acquire areas set aside to protect high quality, representative, native ecosystems; unique plant or animal communities; habitat for endangered, threatened, or sensitive species; rare geological features; or features of significant scientific or educational value.

- Must have retained most of their natural character.
- Must be managed primarily for resource preservation, protection, and study. ~~May provide limited or no public use.~~
- May include limited development of public facilities; such as trails, roads associated with trail heads, parking, restrooms, signs or kiosks, and fences.

- Must be accessible for public recreation and outdoor education unless the Recreation and Conservation Funding Board specifically approves limiting public access to protect sensitive species, water quality, or public safety.
- May include costs for developing stewardship plans.
- Does not allow for habitat enhancement or restoration.
- Does not allow renovation of facilities.

### **PROPOSED REVISION: Riparian Protection Category Projects**

This account provides grants to acquire riparian habitat adjacent to any water body or its submerged lands. Riparian habitat may include shorelines, nearshore marine habitat, estuaries, lakes, wetlands, streams, or rivers. Grants also may include restoration or development components.

- Must include acquisition of real property (fee title, easement, or lease).
- May include functional habitat for salmon and other wildlife species.
- May include restoration or enhancement of the property to be acquired.
- May include limited development of public facilities for low impact, public access. ~~Development may include~~ such as trails, roads associated with ~~to~~ trail-heads, parking, restrooms, signs or kiosks, and fences.
- May include costs for developing stewardship plans.
- May include conservation easements or leases for land enrolled in the Conservation Enhancement Reserve Program (CREP). Leases must be for at least 25 years.
- May exclude public use, if needed to protect habitat and species.
- Must be accessible for public recreation and outdoor education unless the Recreation and Conservation Funding Board specifically approves limiting public access to protect sensitive species, water quality, or public safety.

### **PROPOSED REVISION: State Lands Restoration and Enhancement Category Projects**

These grants provide funding to restore or enhance existing habitat and natural area lands owned<sup>1</sup> by the Department of Fish and Wildlife, the Department of Natural Resources, or the State Parks and Recreation Commission.

Restoration means a project that brings a site back to its historic function as part of a natural ecosystem or improving the ecological functionality of a site.

---

<sup>1</sup>May include leased lands or easements that meet the Recreation and Conservation Office's control and tenure requirements. See *Manual 4, Development Projects*.

Enhancement means to improve the ecological functionality of a site.

- May include habitat enhancement or creation.
- May include reintroduction of native vegetation.
- May include altering or removing structures.
- May include wetlands, forests, shrub-steppe, riparian zones, saltwater or freshwater habitats, or other ecosystems or habitats native to Washington State.
- ~~May exclude public use, if needed to protect habitat and species.~~
- May include costs for developing stewardship plans.
- Must be accessible for public recreation and outdoor education unless the Recreation and Conservation Funding Board specifically approves limiting public access to protect sensitive species, water quality, or public safety.
- Should be managed primarily for resource preservation and protection.

#### **PROPOSED REVISION: Urban Wildlife Habitat Category Projects**

These grants are for the acquisition, development, or restoration of urban wildlife habitat. To be eligible in this category, the land **must lie**:

- Within the corporate limits of a city or town with a population of at least 5,000 or within 5 miles of such a city or town (or its adopted Urban Growth Area boundary)
- Or
- Within 5 miles of an adopted Urban Growth Area in a county that has a population density of at least 250 people per square mile.

Projects:

- Provide habitat for wildlife, food fish, shellfish, or freshwater or marine fish.
- May serve as a corridor for wildlife movement in existing populated areas.
- ~~May include and encourage public use for wildlife interpretation and observation.~~
- May include limited development ~~of limited facilities~~, such as fences, ~~interpretive or observation~~ trails, roads associated with trailheads, ~~interpretive~~ signs or kiosks, restrooms, ~~and parking~~, and fences.
- May include creation or enhancement of habitat.
- ~~May exclude public use, if needed to protect habitat and species.~~

- Must be accessible for public recreation and outdoor education unless the Recreation and Conservation Funding Board specifically approves limiting public access to protect sensitive species, water quality, or public safety.
- Does not allow renovation of existing facilities.

### **PROPOSED REMOVAL: Livestock Grazing Allowable Use**

~~In the Critical Habitat Category, livestock grazing is allowed on funded project sites provided that the grazing does not diminish the essential purposes of the grant and:~~

- ~~• Grazing is included in the project agreement and project evaluation materials, or~~
- ~~• Grazing is a continuing use of the project area.~~

~~Livestock grazing must be managed in accordance with a site-specific management plan that incorporates current laws, rules, and guidelines to protect or enhance the health of species targeted by the grant. Grazing management plans must include a duration and periodic renewal schedule.~~

~~Leases or permits issued by the grant recipient for livestock grazing are allowed in this grant category. Leases must be equivalent to market rate and managed in accordance with RCO policies on "Concessions and Leases" in RCO manuals.~~

~~Income generated on the project site must be managed in accordance with RCO policies on "Income and Income Use" in RCO manuals.~~

~~Requests for livestock grazing that do not meet the criteria in this policy or are on board-funded project sites in other grant categories or programs must be reviewed under the "Allowable Uses Framework" in RCO manuals.~~

### **NEW POLICY: Multiple Benefits**

The following policy applies to projects in the Critical Habitat, Natural Areas, Riparian Protection, and Urban Wildlife Habitat categories of the WWRP Habitat Conservation Account and the Forestland Preservation category of the WWRP Farm and Forest Account.

Projects funded in the Critical Habitat, Natural Areas, Riparian Protection, Urban Wildlife Habitat, and Forestland categories may provide other benefits, in addition to the conservation values of the project. These other benefits are called "multiple benefits" and may include recreational uses, natural resource uses such as grazing and forestry, or other management practices that are compatible with the intended conservation values of the project.

Evaluators shall give scoring preference to applications that provide multiple benefits compatible with the conservation values of the project.

### **NEW POLICY: Public Access**

All projects funded in the Washington Wildlife and Recreation Program Outdoor Recreation Account and Habitat Conservation Account must be accessible for public recreation and outdoor education unless the Recreation and Conservation Funding Board specifically approves limiting public access to protect

sensitive species, water quality, or public safety.<sup>2</sup> Sponsors shall not discriminate against users of projects assisted with board funds on the basis of race, creed, color, sex or gender, religion, national origin, disability, marital status, or sexual orientation. Properties, structures, and facilities intended for public use within the project area shall be open and available to the public at reasonable hours and time of the year.<sup>3</sup>

Public use means that the general public has regular access and use of the project area. Providing public use to the project area does not mean that developed facilities must be provided. Project sponsors must immediately dedicate lands acquired with RCO grants to public use even in the period between acquisition and any planned development or restoration. Use of undeveloped or partially developed properties may be restricted; however, total exclusion of the general public must be avoided.

### **PROPOSED REVISION: Site Stewardship Plan Costs**

#### *Riparian Protection Account Only*

Development of a site stewardship plan is an eligible cost activity in the WWRP Habitat Conservation Account up to 1 percent of the total project cost or \$10,000, whichever is less. An outline for the stewardship plan must be submitted with the grant application and, at a minimum, it must contain the following elements:

- Long-term stewardship goals and objectives
- Monitoring goals and objectives
- Restoration goals and objectives (if applicable)
- Short-term land management goals and objectives
- Description of the project area, including the following:
  - U.S. Geological Survey quadrant map and county assessor's parcel map
  - Map<sup>4</sup> showing all human-made and natural features
  - Narrative description of the property
  - Photographs taken at permanent photograph points
- A detailed stewardship plan implementation budget that also identifies the source of funding.

---

<sup>2</sup> Revised Code of Washington 79A.15.

<sup>3</sup> Washington Administrative Code 286-13-115.

<sup>4</sup>Further guidance provided in Appendix F of *Manual 3, Acquisition Projects*.

## Attachment B

### Proposed Changes to Evaluation Criteria in the Washington Wildlife and Recreation Program

#### Critical Habitat Category

WWRP Critical Habitat Evaluation Summary			
Criteria	Evaluation Elements	Possible Points	Weight
Project Introduction	Locate the project on statewide, vicinity, and site maps.  Brief summary of the project (goals and objectives statement)	Not scored	0%
1. Ecological and Biological Characteristics	<ul style="list-style-type: none"><li>• The bigger picture</li><li>• Uniqueness and significance of the site</li><li>• Fish and wildlife species or communities</li><li>• Quality of habitat</li></ul>	20	40%
2. Species and Communities with Special Status	<ul style="list-style-type: none"><li>• Threat to species or communities</li><li>• Importance of acquisitions</li><li>• Ecological roles</li><li>• Taxonomic distinctness</li><li>• Rarity</li></ul>	10	20%
3. Manageability and Viability	<ul style="list-style-type: none"><li>• Immediacy of threat to the site</li><li>• Long-term viability</li><li>• Enhancement of existing protected land</li><li>• Ongoing stewardship</li><li>• <a href="#">Livestock grazing uses</a></li></ul>	15	30%
4. <a href="#">Public Benefit and Community Support and Multiple Benefits</a>	<ul style="list-style-type: none"><li>• <a href="#">ProjectCommunity</a> support</li><li>• Educational and/or scientific value</li><li>• <a href="#">Multiple benefits</a></li></ul>	5	10%
Total Points Possible		50	

#### Critical Habitat Category Detailed Scoring Criteria

##### *Project Introduction*

This is an opportunity to set the stage for the project. Provide maps showing the location of your project on the landscape and briefly provide a broad overview of the site and the project's goals and objectives.

##### *Project Goals and Objectives*

Briefly introduce the site and the project's goals and objectives. The following criteria will provide an opportunity to describe the project in more detail; however the intent here primarily is to help orient the evaluators to the project.

##### *Statewide, Vicinity, and Site Maps*

Locate the project on statewide, vicinity, and site maps to help orient the evaluators to the project site.

To demonstrate how the project supports connectivity to other important landscapes, please include on a map other sites in the area with similar habitat components.

Project introduction is not scored.

## **1. Ecological and Biological Characteristics**

Why is the site worthy of long-term conservation?<sup>5</sup>

“Paint a picture” of your project for the evaluators – the what, where, and why. This is the “heart” of your presentation and evaluators will draw conclusions based on the information presented about the quality and function of the habitat and the demonstrated need to protect it for fish and wildlife.

### ***The Bigger Picture***

How is this project supported by a current plan (i.e., species management population plan, habitat conservation, local, conservation futures, watershed, statewide, agency, or conservation), or a coordinated region-wide prioritization effort? What is the status of the plan? Does this project assist in implementation of a local shoreline master program, updated according to Revised Code of Washington 90.58.080 or local comprehensive plans updated according to Revised Code of Washington 36.70A.130? What process was used to identify this project as a priority? What specific role does this project play in a broader watershed or landscape picture? Is it part of a phased project? Is it a stand-alone site or habitat? For Water Resource Inventory Areas 1-19, how is the project referenced in the *Action Agenda* developed by the Puget Sound Partnership? The Action Agenda can be found online at [www.psp.wa.gov](http://www.psp.wa.gov). Evaluators should ignore this question for projects outside Water Resource Inventory Areas 1-19.

### ***Uniqueness and Significance***

Explain how the site is unique or significant on a global, regional, state, ecosystem, and/or watershed level. How unique is the site in relation to habitat quality, connectivity, diversity, and rarity? How is the site important in providing critical habitat or biological function for wildlife species or communities? How does this site compare to others of the same type?

### ***Fish and Wildlife Species or Communities***

Which, if any, are the target species or communities?<sup>6</sup> (Target species may or may not be special status species.) Are the target species or communities geographically isolated to this particular site? Explain the condition of the population of target species. Which species have the potential and likelihood to use the site in the future and will reintroduction occur naturally or otherwise?

### ***Quality of Habitat***

Describe the ecological and biological quality of the habitat. What specific role does the habitat play in supporting the species or communities using the site? How is this habitat important in providing food, water, cover, connectivity, and resting areas? Are the size, quality, and other characteristics of

---

<sup>5</sup>Revised Code of Washington 79A.15.060

<sup>6</sup>A target species or community is the project’s primary objective for protection and stands to gain the greatest benefit from the acquisition. For example, a project’s primary objective may be to acquire and protect high quality shrub-steppe. This is the “target community” but that community also provides important habitat for shrub-steppe-dependent species.

the habitat adequate to support the target species or communities within the context of the project areas? Has the habitat or characteristics of the site been identified as limiting factors or critical pathways to the target species and communities?

▲ Maximum Points=20

Revised February 2016

## 2. Species or Communities with Special Status

What is the significance of each species or community listed on your “Species and Communities Status” table (see Appendix A)?<sup>7</sup>

This question’s intent is to determine the significance of the species or communities with special status and how they may benefit from your project. Some special status species or communities may benefit on a more passive basis, while others may benefit directly. In the interest of time, you may want to address only the species or communities that benefit the most from this project.

Applicants must complete and submit the “Species or Communities with Special Status” table in Appendix A. This is a required part of the application. Staff may verify the information and evaluators will be given a copy of the table along with the other project materials. As part of the presentation, applicants must describe the significance of the information to evaluators for scoring.

### *Immediacy of Threat to the Species or Communities*

Describe the immediacy of threat to the species or communities (e.g., imminent danger of extinction or extirpation; threatened within the foreseeable future, or concern because of current trends; population stable, but catastrophic event could threaten; no foreseeable threat).

### *Importance of Habitat Acquisition to Species or Community Protection or Recovery*

Describe the relative importance of habitat acquisition when compared to other protection or recovery tasks such as habitat restoration, captive breeding, translocation, regulatory protection, etc. Describe the distribution or range and, if known, the abundance of the species or communities. Identify any recovery plans, conservation strategies, or similar plans that include reference to this site. How does this project assist with recovery efforts for endangered, threatened, or sensitive species?

### *Ecological Roles*

Does the species play an especially important role in the ecosystem in which it lives? Do other species depend on it for their survival? Will its loss substantially alter the functioning of the ecosystem?

### *Taxonomic Distinctness*

How evolutionarily distinct is the species in question? That is, is it recognized as the only species in its genus or is it one of ten species in the genus? Is it only recognized as a subspecies? Example: Some scientists think that more evolutionarily distinct organisms should have a higher priority for protection. Based on this assumption, if all else is equal, saving the sole surviving member of a genus may have a higher priority than saving an imperiled species within a large genus that contains many other species. Similarly, protecting a full species normally would be given a higher priority than

---

<sup>7</sup>Revised Code of Washington 79A.15.060



protecting a subspecies and population. Example: The Olympic mudminnow (*Novumbrahubbsi*) is the sole surviving member of its genus *Novumbra*, whereas, the peregrine falcon (*Falco peregrinus*) is a member of a large genus containing 37 species.

### **Rarity**

Describe the distribution or range and, if known, the abundance of a species or community. Examples: The Olympic mudminnow occurs in western Washington and nowhere else in the world. The number of populations are fewer than in the past, but 14 of 16 populations monitored from 1993-1998 appear stable and in no immediate danger of extinction. The peregrine falcon is cosmopolitan, occurring on every continent. The two Washington subspecies were endangered; they increased from a low of 1 known breeding pair in 1978 to 56 breeding pair in 1999. The federal government considers this species recovered in the United States; it was removed from the federal endangered species list in 1999, but will be monitored for another decade.

▲ Maximum Points=10

Revised April 2006

### **3. Manageability and Viability**

What is the likelihood of the site remaining viable over the long term and why is it important to secure it now?<sup>8</sup> This question's intent is to determine whether the site can be managed, and how it will be managed, to protect the target species or communities.

#### **Immediacy of Threat of the Habitat**

What, and how immediate or imminent, are the threats to the habitat at the site (i.e. inherent, ecological, human, conversion, abatable or non-abatable threats)? Are these new threats or ongoing threats? How do or will these threats affect the function of the habitat? How will protection of the site affect these threats? What steps already have been taken to secure the land or reduce the threats?

Would a conservation easement, rather than fee simple acquisition, meet the purpose of the project? If yes, but fee simple acquisition is the preferred approach, describe the reasons why a conservation easement is not being pursued.

#### **Long-Term Viability**

What regulatory protections currently are afforded the site (i.e., county comprehensive plan, critical areas ordinances, zoning, development regulation, shoreline management rules, forest practice rules including landowner landscape plans, habitat conservation plans, etc.)? Demonstrate how the site will be managed over time to maintain the desired characteristics. Who will maintain it and what human and financial resources are available to do it? What management needs are there? Is the habitat recoverable? What restorative efforts, if any, are needed and planned? What is happening across the landscape or watershed that may affect the viability of the site? Describe any long-term site monitoring plans and identify who will implement monitoring?

---

<sup>8</sup>Revised Code of Washington 79A.15.060

### ***Enhancement of Existing Protected Land***

Are there other protected lands (public and private) near or adjoining this site that have complementary or compatible land uses for the target species (consider wide-ranging or migratory species)? Are they managed in a manner consistent with the needs of the target species or communities? Is this site part of a larger ownership? If so, describe the connectivity and management of the other land.

### ***Ongoing Stewardship***

Describe the ongoing stewardship program for the site that includes [the estimated costs of maintaining and operating the project, including](#) control of noxious weeds and detrimental invasive species, and that identifies the source of funds from which the program will be funded.

### ***Livestock Grazing Uses***

~~Livestock grazing may not diminish the essential purposes of the proposed project. Describe livestock grazing uses of the property that would occur if the property is acquired. Describe the site-specific management plan for livestock grazing that protects or enhances the health of the species targeted in the grant proposal. The site-specific management plan must incorporate current laws, rules, and guidelines for wildlife species protection and include a duration and periodic renewal schedule.~~

▲ Maximum Points=15

Revised February 2016

## **4. Public Benefit and Community Support ad Multiple Benefits**

To what degree do communities, governments, landowners, constituent groups, or academia benefit from or support the project?<sup>9</sup>

This question's intent is to find out what the unique public benefits are of your project. Public benefit should not be equated with "public access." The question is not meant to discount projects for *not* having overwhelming support or educational opportunities. It may be that your project has one or the other qualities and not both. Your answer will be scored on those unique qualities and how they are appropriate for, or of benefit to, your project.

### ***Project Community Support***

Describe the support or partnerships from [local citizens](#), the community, interest groups, [local organizations](#), volunteers, public agencies, [local elected officials](#), etc. How have these groups been involved in project development? Explain any known opposition to the project.

Describe and document other monetary means that have been secured to help cover the costs for the project, i.e., grants, donations, in-kind contributions, etc.

### ***Educational or Scientific Value***

Describe the scientific and educational values of the site. Is there an identified research or educational need documented in a management plan, thesis, or scientific journal related to the habitat, species, or

---

<sup>9</sup>Revised Code of Washington 79A.15.060

communities at the site? How likely is it that these opportunities will come to fruition? How accessible is the site for these activities?

**Multiple Benefits**

Describe the multiple benefits of the project such as recreation uses, natural resource uses such as grazing or forestry or other management practices that are compatible with the project's conservation benefits.

▲ Maximum Point=5

Revised May 2003

## Natural Areas Category

Natural Areas Evaluation Summary		
Criteria	Evaluation Elements	Possible Points
Project Introduction	<ul style="list-style-type: none"><li>Brief summary of the project goals and objectives</li><li>Locate the project on statewide, vicinity, and site maps.</li></ul>	Not scored
1. Ecological and Biological Characteristics	<ul style="list-style-type: none"><li>The bigger picture</li><li>Uniqueness or significance of the site</li><li>Species or communities</li><li>Quality of habitat and natural features</li></ul>	20
2. Species and Communities with Special Status	<ul style="list-style-type: none"><li>Threat to species or communities</li><li>Importance of acquisition(s)</li><li>Ecological roles</li><li>Taxonomic distinctness</li></ul>	10
3. Manageability and Viability	<ul style="list-style-type: none"><li>Immediacy of threat to the site</li><li>Long-term viability</li><li>Enhancement of existing protected land</li><li>Ongoing stewardship</li></ul>	15
4. <a href="#">Public Benefit and Community Support and Multiple Benefits</a>	<ul style="list-style-type: none"><li><a href="#">Project/Community</a> support</li><li>Educational and/or scientific value</li><li><a href="#">Multiple benefits</a></li></ul>	5
Total Points Possible		50

## Natural Areas Detailed Scoring Criteria

### *Project Introduction*

This is an opportunity to set the stage for the project. Provide a broad overview of the site and the project's goals and objectives.

### *Project Goals and Objectives*

Briefly introduce the site and the project's goals and objectives. The following criteria will provide an opportunity to describe the project in more detail; however the intent here primarily is to help orient the evaluators to the project.

### *Statewide, Vicinity, and Site Maps*

Locate the project on statewide, vicinity, and site maps to help orient the evaluators to the project site.

In order to demonstrate how the project supports connectivity to other important landscapes please include on a map other sites in the area with similar habitat components.

Project introduction is not scored.

## 1. Ecological and Biological Characteristics

Why is the site worthy of long-term conservation?<sup>10</sup>

“Paint a picture” of your project for the evaluators – the what, where, and why. This is the “heart” of your presentation and evaluators will draw conclusions based on the information presented about the *quality and function of the plant community, habitat*, or other unique geological or natural historical features, and the *demonstrated need to protect* it.

### ***The Bigger Picture***

How is this project supported by a current plan (i.e., Natural Heritage Plan, habitat conservation, local, watershed, statewide, or species/community management or recovery plans), or a coordinated region-wide prioritization effort? What is the status of the plan?

Does this project assist in implementation of a local shoreline master program, updated according to Revised Code of Washington 90.58.080 or local comprehensive plans updated according to Revised Code of Washington 36.70A.130? What process was used to identify this project as a priority? What specific role does this project play in a broader watershed or landscape picture? Is it part of a phased project? Is it a stand-alone site or habitat?

For Water Resource Inventory Areas 1-19, how is the project referenced in the *Action Agenda* developed by the Puget Sound Partnership? The *Action Agenda* can be found online at [www.psp.wa.gov](http://www.psp.wa.gov). Evaluators should ignore this question for projects outside Water Resource Inventory Areas 1-19.

### ***Uniqueness and Significance***

Explain how the site is unique or significant on a global, regional, state, ecosystem, and/or watershed level.

- How unique is the site in relation to habitat quality, connectivity, diversity, and rarity?
- How is the site important to the target species and/or communities? Are the target species and/or communities geographically isolated to this particular site?
- How does this site compare to others of the same type?

### ***Species or Communities***

What significant species and/or communities currently exist on, or use the site? Which, if any, are the target species and/or communities? (*“Target species or communities” may or may not be special status species.*)

- Describe the community type(s) and explain the relative condition of the population of target species and/or communities.
- Which species and/or communities have the potential and likelihood to use the site in the future and will reintroduction occur naturally or otherwise?

---

<sup>10</sup>Revised Code of Washington 79A.15.060

### **Quality of Habitat or Natural Features**

Describe the ecological and biological quality of the site and how it supports the species or communities present.

- Describe how this site represents a native ecosystem, or, its rarity in relation to other types. Describe how this site retained, to a significant degree, its natural character.
- Are the size, quality, and other site characteristics adequate to support the target species or communities within the context of the project area?
- Has the habitat or characteristics of the site been identified as limiting factors or critical pathways to the target species/communities?

▲ Maximum Points=20

Revised April 2006

## **2. Species or Communities with Special Status**

What is the significance of each species or community listed on your species and communities status table (see Appendix A)?<sup>11</sup>

This question's intent is to determine the significance of the species or communities with special status and how they may benefit from your project. Some special status species or communities may benefit on a more passive basis, while others may benefit directly. *In the interest of space, you may want to address only the species or communities that benefit the most from this project.*

Applicants must complete and submit the "Species or Communities with Special Status" table in Appendix A. This is a required part of the application. Staff may verify the information and evaluators will be given a copy of the table along with the other project materials.

### **Threat to the Species/Communities**

Describe the immediacy of threat to the species or community (e.g., imminent danger of extinction or extirpation; threatened in the foreseeable future, or concern because of current trends; population stable, but catastrophic event could threaten; no foreseeable threat).

### **Importance of Acquisition(s)**

Describe how this acquisition contributes to the conservation of these species or communities with special status.

- Describe the distribution or range and, if known, the abundance of the species or community.
- Identify any recovery plans, conservation strategies, or similar plans that include reference to this site.
- How does this project assist with recovery efforts for endangered, threatened, or sensitive species?

---

<sup>11</sup>Revised Code of Washington 79A.15.060

### Ecological Roles

How will these communities or species benefit from this project?

- Describe how this project will provide ecological support for the communities or species with special status.

### Taxonomic Distinctiveness

How evolutionarily distinct is the species in question (is it recognized as the only species in its genus, is it one of ten species in the genus, is it only recognized at the subspecies level, i.e., as a variety or subspecies)?

Example: Water howellia (*Howellia aquatilis*) is the only recognized species in the genus Howellia, whereas Buxbaum's sedge (*Carex buxbaumii*) is a member of a very large genus, consisting of more than 1,000 recognized species. Presumably, the genetic material of water howellia is more distinctive from all other living species than is Buxbaum's sedge. Some scientists believe that more evolutionarily distinct organisms should have a higher priority for protection. Based on this assumption, if all else is equal, it would be more important to conserve water howellia than Buxbaum's sedge.

▲ Maximum Points=10

Revised April 2006

### 3. Manageability and Viability

What is the likelihood of the site being viable (functioning) over the long term and why is it important to secure it now?<sup>12</sup>

This question's intent is to determine whether the site can be managed, and how it will be managed, to protect the target species, communities, or natural features.

### Immediacy of Threat to the Site

What, and how imminent, are the threats to the site (i.e., inherent, ecological, human, conversion, abatable or non-abatable threats)?

- Are these new threats or ongoing? How do or will these threats affect the function of the site?
- How will protection of the site affect these threats? What steps already have been taken to secure the land or reduce the threats?

Would a conservation easement, rather than fee simple acquisition, meet the purpose of the project? If yes, but fee simple is the preferred approach, describe the reasons why a conservation easement is not being pursued.

---

<sup>12</sup>Revised Code of Washington 79A.15.060

### **Long-Term Viability**

What regulatory protections already are afforded the site (i.e., county comprehensive plan, critical areas ordinances, zoning, development regulations, shoreline management rules, forest practice rules including landowner landscape plans, habitat conservation plans, etc.)?

Demonstrate how the site will be managed over time to maintain the desired characteristics.

- Who will maintain it and what human and financial resources are available to do it? What management needs are there? What restorative efforts, if any, are needed or planned?
- What is happening across the landscape or watershed that may affect the viability of the site?
- Describe any long-term site monitoring plans and identify who will implement monitoring.

### **Enhancement of Existing Protected Land**

Are there other lands (public and private) near this site that have complimentary or compatible land uses for the target species or communities?

- Are they managed in a manner consistent with the needs of the target species or communities?
- Is this site part of a larger ownership? If so, describe the connectivity and management of the other land.

### **Ongoing Stewardship**

Describe the ongoing stewardship program for the site that includes [the estimated costs of maintaining and operating the project, including](#) control of noxious weeds and detrimental invasive species, and that identifies the source of funds from which the program will be funded.

▲ Maximum Points=15

Revised April 2006

#### **4. [Public Benefit and Community Support and Multiple Benefits](#)**

To what degree do communities, governments, landowners, constituent groups, or academia benefit from or support the project?<sup>13</sup>

This question's intent is to find out what the *unique* public benefits are of your project. Public benefit should not be equated with "public access." The question is not meant to discount projects for *not* having overwhelming support or educational opportunities. It may be that your project has one or the other qualities and not both. Your answer will be scored on those unique qualities and how they are appropriate for, or of benefit to, your project.

---

<sup>13</sup>Revised Code of Washington 79A.15.060



### **ProjectCommunity Support**

- Describe the support or partnerships ~~you have~~ from local citizens, the community, interest groups, local organizations, volunteers, public agencies, local elected officials, etc. How have you involved these groups in project development? Explain any known opposition to the project.
- Describe and document other monetary means that have been secured to help cover the costs for the project, i.e., grants, donations, in-kind contributions, etc.

### **Educational and Scientific Values**

Describe the scientific and educational values of the site.

- Is there an identified research or educational need documented in a management plan, thesis, or scientific journal related to the habitat, species, or communities at the site? How likely is it that these opportunities will come to fruition? How accessible is the site for these activities?

### **Multiple Benefits**

Describe the multiple benefits of the project such as recreation uses, natural resource uses such as grazing or forestry, or other management practices that are compatible with the project's conservation benefits.

▲ Maximum Points=5

Revised May 2003

## Riparian Habitat Category

Riparian Protection Account Evaluation Criteria			
Number	Scored By	Topic	Maximum Score
1	Advisory Committee	Riparian habitat benefits	20
2	Advisory Committee	Planning priority	20
3	Advisory Committee	Site suitability and project design	20
4	Advisory Committee	Threats to the habitat	15
5	Advisory Committee	Project support	15
6	Advisory Committee	<a href="#">Multiple Benefits and P</a> ublic access opportunities	15
7	Advisory Committee	Ongoing stewardship and management	10
8	RCO Staff	Matching share	4
9	RCO Staff	Growth Management Act preference	0
Maximum Possible Score			119

## Riparian Protection Account Detailed Scoring Criteria

### Scored by Advisory Committee

#### 1. Riparian Habitat Benefits

Describe the specific riparian habitat benefits for this project.

- What riparian habitat types exist on site (e.g. wetland, stream, estuary, etc.)? What is the quality of the existing riparian habitat?
- How much of the proposed acquisition is classified as riparian habitat? Address the number of acres that are riparian and what percent of the total acquisition is classified as riparian.
- How was the riparian area defined? What standard was used to define the riparian area (e.g. flood migration zone, tree height, local regulations, etc.)?
- If acquisition of non-riparian property is included, address the need to acquire this type of land (e.g. extra buffer, landowner requires, etc.).
- What are the ecological and biological characteristics of the proposed acquisition? What level of species diversity exists? Are there sensitive species on site?

▲ Maximum Points=20

#### 2. Planning Priority

- Is this project identified or recommended in a watershed planning process under Revised Code of Washington 90.82; salmon recovery planning under Revised Code of Washington 77.85; or other local plan, such as a habitat conservation plan?<sup>14</sup>
  - Projects identified in watershed plans developed under Revised Code of Washington 90.82 or salmon recovery plans developed under Revised Code of Washington 77.85 should receive a higher score.
- Is this project supported by any local land use plan, regional recreation, or resource plan? Does the project help implement a local comprehensive plan or shoreline master plan?<sup>15</sup>
  - Projects supported by a local plan should receive a higher score.
- Describe the plans and identify how they address acquisition of riparian habitat. Have the plans been adopted by a governing body? How does this proposal help meet the goals or strategies of the plans? How important is this project in comparison to other potential projects?
  - Projects identified as part of a plan that specifically addressed the acquisition of riparian habitat should receive a higher score.

▲ Maximum Points=20

### 3. Site Suitability and Project Design

- Is this site linked to other quality habitats?<sup>16</sup>
- Is this site linked to other protected habitats?
- What are the surrounding land uses including up, down, and across the stream or shoreline?
- What are the future potential additions to the public land base in the area? Is this site an "anchor site" for future opportunities?
- How is this project supported or not supported by local critical areas ordinances?
- What level of protection will be placed on the property? Will the site be protected in perpetuity?
- For projects involving restoration or enhancement, what is the potential for restoring quality habitat at the site?<sup>17</sup>
- What is the restoration plan? When will it be implemented?
  - If restoration is not included in this proposal, but needed, what is the plan for conducting restoration? Is funding secure to implement future restoration activities?

---

<sup>14</sup>Revised Code of Washington 79A.15.060

<sup>15</sup> Revised Code of Washington 79A.15.060

<sup>16</sup>Revised Code of Washington 79A.15.060

<sup>17</sup> Revised Code of Washington 79A.15.060

- If restoration is part of this proposal, describe the restoration goals and project design.

▲ Maximum Points=20

#### 4. Threats to the Habitat<sup>18</sup>

- What are the potential threats to the loss of riparian habitat at this property? Threats may be ecological, biological, or human caused.
- Are the potential threats new or ongoing? Are the threats abatable?
- How do these threats affect the function of the riparian habitat?
- How will this project address these threats?
- What other alternatives exist to address these threats?

▲ Maximum Points=15

#### 5. Project Support

- Community Support<sup>19</sup>
  - Describe the community support for the plans that identify this project as a priority.
  - Describe the community support for this proposal specifically.
- What partners are involved? Partners have demonstrated a commitment to assist with project implementation or long-term management of the site.

▲ Maximum Points=15

#### 6. Multiple Benefits and Public Access Opportunities

- Does this project include any passive recreation opportunities for walking, wildlife viewing, and observation?<sup>20</sup>
- Describe other multiple benefits of the project such as natural resource uses like grazing or forestry, or other management practices that are compatible with the project's conservation benefits.
- Does this site have any educational or scientific value?<sup>21</sup>
  - Is there an identified research or educational need documented in a management plan, thesis, or scientific journal related to the habitat, species, or communities at the site?

<sup>18</sup>Revised Code of Washington 79A.15.060

<sup>19</sup>Revised Code of Washington 79A.15.060

<sup>20</sup>Revised Code of Washington 79A.15.060)

<sup>21</sup>Revised Code of Washington 79A.15.060

- How likely is it that these opportunities will come to fruition?
- How accessible is the site for these activities?
- If public access is excluded, describe the circumstances such as habitat characteristics or private landowner desires that support restricting public access? How will access be monitored to protect the site?

▲ Maximum Points=15

## 7. Ongoing Stewardship and Management

- What is the ongoing stewardship and management plan for the site?
- What level of stewardship is required for this proposal? Is there a stewardship plan already prepared?
- What is the plan for inspection and enforcement of any easement acquired?
- How will noxious weeds and invasive species be controlled?<sup>22</sup>
- What is the source of funds for stewardship and management of the site?<sup>23</sup>
- How does the mission and authority of the applicant demonstrate the organization's capacity to manage the site?
- What is the probability of success for this project? What is the project sponsor's experience with riparian habitat land management?

▲ Maximum Points=10

### *Scored by RCO Staff*

## 8. Matching Share

To what extent will the applicant match any Recreation and Conservation Funding Board grant funds with other contributions?

This question is scored by RCO staff based on information submitted as part of the application. Native American tribes, local agencies, nonprofits, and lead entities are required to provide a 50 percent match.<sup>24</sup> Of the 50 percent match, 10 percent must be from non-federal and non-state sources. State agency applicants are not required to provide a matching share.

All applications are scored whether a match is required or not.

To qualify, matching resources must be eligible for Riparian Protection Account funding. An RCO grant used as match will not count toward the award of matching share points.<sup>25</sup>

---

<sup>22</sup>Revised Code of Washington 79A.15.060

<sup>23</sup>Revised Code of Washington 79A.15.060

<sup>24</sup>Revised Code of Washington 79A.15.060

<sup>25</sup>Recreation and Conservation Funding Board Resolution 2014-06

▲ Maximum Points=4 points

- |          |   |
|----------|---|
| 0 points | 50 percent of project's value will be contributed from other resources            |
| 1 point  | 50.01-60 percent of project's value will be contributed from other resources      |
| 2 points | 60.01-70 percent of project's value will be contributed from other resources      |
| 3 points | 70.01 percent or more of project's value will be contributed from other resources |

Add 1 point to the score assigned above if the matching share includes non-federal or non-state contributions equivalent to more than 10 percent of the total project cost.

Revised January 2014

## 9. Growth Management Act Preference

Has the applicant made progress toward meeting the requirements of the Growth Management Act (GMA)?<sup>26</sup>

State law requires that:

- A. Whenever a state agency is considering awarding grants to finance public facilities, it shall consider whether the applicant<sup>27</sup> has adopted a comprehensive plan and development regulations as required by Revised Code of Washington 36.70A.040.
- B. When reviewing such requests, the state agency shall accord additional preference to applicants that have adopted the comprehensive plan and development regulations. An applicant is deemed to have satisfied the requirements for adopting a comprehensive plan and development regulations if it:
  - Adopts or has adopted within the time periods specified in state law;
  - Adopts or has adopted by the time it requests a grant or loan; or
  - Demonstrates substantial progress toward adopting within the time periods specified in state law. An agency that is more than 6 months out of compliance with the time periods has not demonstrated substantial progress.
- C. A request from an applicant planning under state law shall be accorded no additional preference based on subsection (B) over a request from an applicant not planning under this state law.

RCO staff score this question using information from the state Department of Commerce, Growth Management Division. Scoring occurs after RCO's technical completion deadline. If an agency's comprehensive plan, development regulation, or amendment has been appealed to the Growth Management Hearings Board, the agency cannot be penalized during the period of appeal.

---

<sup>26</sup>Revised Code of Washington 43.17.250 (Growth Management Act-preference required)

<sup>27</sup>County, city, or town applicants only. This segment of the question does not apply to state agency, tribal government, nonprofits, or lead entity applicants.

▲ Maximum Points=0

- 1 point      The applicant does *not* meet the requirements of Revised Code of Washington 43.17.250
- 0 points      The applicant *meets* the requirements of Revised Code of Washington 43.17.250
- 0 points      The applicant is a nonprofit, state agency, or tribal government

Revised January 2014

## Urban Wildlife Habitat Category

Urban Wildlife Habitat Evaluation Summary			
Criteria	Score By	Evaluation Elements	Possible Points
Project Introduction	Not Scored	<ul style="list-style-type: none"> <li>Brief summary of the project goals and objectives</li> <li>Create statewide, vicinity, and site maps</li> </ul>	Not scored
1. Ecological and Biological Characteristics	Advisory Committee	<ul style="list-style-type: none"> <li>The bigger picture</li> <li>Uniqueness or significance of the site</li> <li>Fish and wildlife species and or communities</li> <li>Quality of habitat</li> </ul>	20
2. Species and Communities with Special Status	Advisory Committee	<ul style="list-style-type: none"> <li>Threat to species or communities</li> <li>Importance of acquisition to protection and recovery</li> <li>Ecological roles</li> <li>Taxonomic distinctness</li> <li>Rarity</li> </ul>	10
3. Manageability and Viability	Advisory Committee	<ul style="list-style-type: none"> <li>Immediacy of threat to the site</li> <li>Long-term viability</li> <li>Enhancement of existing protected land</li> <li>Ongoing stewardship</li> </ul>	15
4. Public Benefit and Support	Advisory Committee	<ul style="list-style-type: none"> <li>Project support</li> </ul>	10
5. Educational Opportunities	Advisory Committee	<ul style="list-style-type: none"> <li>Educational and scientific value</li> </ul>	5
6. Public Use <a href="#">and Multiple Benefits</a>	Advisory Committee	<ul style="list-style-type: none"> <li>The public's use of the site</li> </ul>	10
7. Growth Management Act	RCO Staff	<ul style="list-style-type: none"> <li>Growth Management Act preference</li> </ul>	0
8. Population	RCO Staff	<ul style="list-style-type: none"> <li>Population of, and proximity to, the nearest urban area</li> </ul>	10
<b>Total Points Possible</b>			<b>80</b>

## Urban Wildlife Habitat Detailed Scoring Criteria

### Project Introduction

This is an opportunity to set the stage for the project. Provide maps showing the location of your project on the landscape and briefly provide a broad overview of the site and the project's goals and objectives.

### Project Goals and Objectives

Briefly introduce the site and the project's goals and objectives. The following criteria will provide an opportunity to describe the project in more detail; however the intent here primarily is to help orient the evaluators to the project.



## ***Statewide, Vicinity, and Site Maps***

Locate the project on statewide, vicinity, and site maps to help orient the evaluators to the project site.

To demonstrate how the project supports connectivity to other important landscapes, please include on a map other sites in the area with similar habitat components.

Project introduction is not scored.

### **1. Ecological and Biological Characteristics**

Why is the site worthy of long-term conservation?

“Paint a picture” of the project site for the evaluators – the what, where, and why. This is the heart of your presentation and evaluators will draw conclusions based on the information presented about the quality and function of the habitat and the demonstrated need to protect it for fish and wildlife.

#### ***The Bigger Picture***

How is this project supported by a current plan (i.e., local, watershed, statewide, agency, habitat conservation, open space, or species management plans), or a coordinated region-wide prioritization effort? What is the status of the plan?

- Does this project assist in implementation of a local shoreline master program, updated according to Revised Code of Washington 90.58.080 or local comprehensive plans updated according to Revised Code of Washington 36.70A.130?
- What process was used to identify this project as a priority?
- What specific role does this project play in a broader watershed or landscape picture? Is it part of a phased project? Is it a stand-alone site or habitat?
- For Water Resource Inventory Areas 1-19, how is the project referenced in the *Action Agenda* developed by the Puget Sound Partnership? The *Action Agenda* can be found online at [www.psp.wa.gov](http://www.psp.wa.gov). Evaluators should ignore this question for projects outside Water Resource Inventory Areas 1-19.

#### ***Uniqueness or Significance of the Site***

Explain how the site is unique or significant in the regional, ecosystem, watershed, or urban growth area.

- How unique is the site in relation to habitat quality, connectivity, diversity, and rarity?
- How is the site important in providing critical habitat or biological function for wildlife species or communities?
- How does this site compare to others of the same type?

#### ***Fish and Wildlife Species and or Communities***

What significant species or communities use the site?

- Which, if any, are the target species or communities?<sup>28</sup> Target species may or may not be special status species.
- Are the target species or communities geographically isolated to this particular site? Explain the condition of the population of target species.
- Which species have the potential and likelihood to use the site in the future and will reintroduction occur naturally or otherwise?

### *Quality of Habitat*

Describe the ecological and biological quality of the habitat.

- What specific role does the habitat play in supporting the species or communities using the site?
- How is this habitat important in providing food, water, cover, connectivity, and resting areas?
- Are the size, quality, and other characteristics of the habitat adequate to support the target species or communities within the context of the project area?
- Has the habitat or characteristics of the site been identified as limiting factors or critical pathways to the target species/communities?

▲ Maximum Points=20

Revised April 2006

## **2. Species or Communities with Special Status**

What is the significance of each species or community listed on your "Species and Communities Status" table (see Appendix A)?

This question's intent is to determine the significance of the species or communities with special status and how they may benefit from your project. Some special status species or communities may benefit on a more passive basis, while others may benefit directly. In the interest of time, you may want to address only the species or communities that benefit the most from this project.

Applicants must complete and submit the "Species or Communities with Special Status" table in Appendix A. This is a required part of the application. Staff may verify the information and evaluators will be given a copy of the table along with the other project materials. As part of the presentation, applicants must describe the significance of the information to evaluators for scoring.

### *Immediacy of Threat to the Species or Communities*

Describe the immediacy of threat to the species or community (e.g., imminent danger of extinction [range-wide]; in imminent danger of extirpation [population]; threatened within the foreseeable

---

<sup>28</sup>A target species or community is the project's primary objective for protection and stands to gain the greatest benefit from the acquisition. For example, a project's primary objective may be to acquire and protect high quality shrub-steppe. This is the "target community," but that community also provides important habitat for shrub-steppe-dependent species.

future, or concern because of current trends; population stable, but catastrophic event could threaten; no foreseeable threat).

### ***Importance of Acquisition to Protection or Recovery***

Describe the relative importance of this acquisition, if applicable, when compared to other protection or recovery tasks such as habitat restoration, captive breeding, translocation, regulatory protection, etc.

- Describe the distribution or range and, if known, the abundance of the species or community.
- Identify any recovery plans, conservation strategies, or similar plans that include reference to this site.
- How does this project assist with recovery efforts for endangered, threatened, or sensitive species?

### ***Ecological Roles***

Does the species play an especially important role in the ecosystem in which it lives?

- Do other species depend on it for their survival?
- Will its loss substantially alter the functioning of the ecosystem?

### ***Taxonomic Distinctness***

How evolutionarily distinct is the species or community in question? That is, is it recognized as the only species in its genus or is it one of ten species in the genus? Is it only recognized as a subspecies? Some scientists think that more evolutionarily distinct organisms should have a higher priority for protection. Based on this assumption, if all else is equal, saving the sole surviving member of a genus may have a higher priority than saving an imperiled species within a large genus that contains many other species. Similarly, protecting a full species normally would be given a higher priority than protecting a subspecies and population. Example: The Olympic mudminnow (*Novumbra hubbsi*) is the sole surviving member of its genus *Novumbra*, whereas, the peregrine falcon (*Falco peregrinus*) is a member of a large genus containing 37 species.

### ***Rarity***

Describe the distribution or range and, if known, the abundance of the species or community.

Examples:

- The Olympic mudminnow occurs in western Washington and nowhere else in the world. The number of populations are fewer than in the past, but 14 of 16 populations monitored from 1993-1998 appear stable and in no immediate danger of extinction.
- The peregrine falcon is cosmopolitan, occurring on every continent. The two Washington subspecies were endangered; they increased from a low of 1 known breeding pair in 1978 to 56 breeding pair in 1999. The federal government considers this species recovered in the United States. It was removed from the federal endangered species list in 1999, but will be monitored for another decade.

Revised April 2006

### 3. Manageability and Viability

What is the likelihood of the site remaining viable over the long term and why is it important to secure it now?

This question's intent is to determine whether the site can be managed, and how it will be managed, to protect the target species or communities.

#### *Immediacy of Threat to the Habitat*

What, and how imminent, are the threats to the habitat at the site (i.e., inherent, ecological, human, conversion, abatable or non-abatable threats)?

- Are these new threats or ongoing?
- How do or will these threats affect the function of the habitat?
- How will protection of the site affect these threats?
- What steps already have been taken to secure the land or reduce the threats?
- Would a conservation easement, rather than fee simple acquisition, meet the purpose of the project? If yes, but fee simple acquisition is the preferred approach, describe the reasons why a conservation easement is not being pursued.

#### *Long-Term Viability*

- What regulatory protections currently are afforded to the site (i.e., county comprehensive plan, critical areas ordinances, zoning, development regulation, shoreline management rules, forest practice rules, etc.)?
- Demonstrate how the site will be managed over time to maintain the desired characteristics.
- Who will maintain it and what human and financial resources are available to do it? What management needs are there?
- Is the habitat recoverable? What restorative efforts, if any, are needed or planned?
- What is happening across the landscape or watershed that may affect the viability of the site?
- Describe any long-term site monitoring plans and identify who will implement monitoring?

#### *Enhancement of Existing Protected Land*

Are there other protected lands (public and private) near this site that have complementary or compatible land uses for the target species (consider wide-ranging or migratory species)?

- Are they managed in a manner consistent with the needs of the target species or communities?

- Is this site part of a larger ownership? If so, describe the connectivity and management of the other land.

### ***Ongoing Stewardship***

Describe the ongoing stewardship program for the site that includes [the estimated costs of maintaining and operating the project, including](#) control of noxious weeds and detrimental invasive species, and that identifies the source of funds from which the program will be funded.

▲ Maximum Points=15

Revised April 2006

## **4. Public Benefit and Support**

To what degree do communities, governments, landowners, constituent groups, or academia benefit from or support the project?

This question's intent is to find out what unique benefits or support your project provides to organizations or communities. This question should not be equated with "public access" and is not meant to discount projects for not having overwhelming support. Your answer will be scored on those unique qualities and how they are appropriate for, or of benefit to, your project.

### ***ProjectCommunity Support***

- Describe the support or partnerships you have from [local citizens](#), the community, interest groups, [local organizations](#), volunteers, public agencies, [local elected officials](#), etc.
- How have you involved these groups in project development?
- Explain any known opposition to the project.
- Describe and document other money that has been secured to help cover the costs for the project, (i.e., grants, donations, in-kind contributions, etc.)

▲ Maximum Points=10

Revised January 2008

## **5. Educational Opportunities**

To what degree does this project provide potential opportunities for educational and scientific value?

### ***Educational and Scientific Value***

Describe the scientific and educational values of the site.

- Is there an identified research or educational need documented in a management plan, thesis, or scientific journal related to the habitat, species, or communities at the site? How likely is it that these opportunities will come to fruition? How accessible is the site for these activities?

▲ Maximum Points=5

## 6. Public Use and Multiple Benefits

Does this project provide potential opportunities for public access, education, or enjoyment?

Public use or access is only encouraged when and where it is appropriate. The intent of the question is to determine what level of public access is provided that will ensure resource values are sustained. The answer will be scored on how the opportunities provided are appropriate for, or of benefit to, the project.

### *The Publics Use of the Site*

- Describe public use that is or will be provided and why it is appropriate.
- How will public use be managed to sustain resource values? Include important or unique details about construction techniques, placement of structures, timing of activities and access, onsite stewards, guided tours, etc. How likely is it that the public will use the site? How accessible is the site (in terms of remoteness, driving directions, and distance from populated areas).
- Does the site provide opportunity for one or more special needs group? Will the site provide barrier-free access to persons challenged by sensory, mobility, and or mental abilities? If so, briefly describe the facilities and how they meet accessibility requirements and guidelines.
- Describe why public use is not appropriate for this site.
- How will the site be managed to limit or restrict public use. Describe what it is about the site, habitat, or the species using the site that makes it sensitive to public use.
- What other opportunities exist nearby for recreational or educational experiences by the public?

### Multiple Benefits

Describe the other multiple benefits of the project such as natural resource uses like grazing or forestry, or other management practices that are compatible with the project's conservation benefits.

▲ Maximum Points=10

Appropriate level of public use when:

0-10 points    Access is provided

0-5 points    Access is not provided

Revised January 2008

## 7. Growth Management Act Preference

Has the applicant made progress toward meeting the requirements of the Growth Management Act (GMA)?<sup>29</sup>

State law requires that:

- A. Whenever a state agency is considering awarding grants to finance public facilities, it shall consider whether the applicant<sup>30</sup> has adopted a comprehensive plan and development regulations as required by Revised Code of Washington 36.70A.040.
- B. When reviewing such requests, the state agency shall accord additional preference to applicants that have adopted the comprehensive plan and development regulations. An applicant is deemed to have satisfied the requirements for adopting a comprehensive plan and development regulations if it:
  - Adopts or has adopted within the time periods specified in state law;
  - Adopts or has adopted by the time it requests a grant or loan; or
  - Demonstrates substantial progress toward adopting within the time periods specified in state law. An agency that is more than 6 months out of compliance with the time periods has not demonstrated substantial progress.
- C. A request from an applicant planning under state law shall be accorded no additional preference over a request from an applicant not planning under this state law.

### **Growth Management Act Preference**

This question is scored by RCO staff based on information from the state Department of Commerce, Growth Management Division. Scoring occurs after RCO's technical completion deadline. If an agency's comprehensive plan, development regulation, or amendment has been appealed to the Growth Management Hearings Board, the agency cannot be penalized during the period of appeal.

▲ Maximum Points=0

- 1 point      The applicant does *not* meet the requirements of Revised Code of Washington 43.17.250.
- 0 points      The applicant *meets* the requirements of Revised Code of Washington 43.17.250.
- 0 points      The applicant is a nonprofit organization, state or federal agency.

RCO staff subtracts a maximum of 1 point.

Revised January 2014

## **8. Population**

---

<sup>29</sup>Revised Code of Washington 43.17.250

<sup>30</sup>County, city, or town applicants only. This segment of the question does not apply to state agency, tribal government, nonprofits, or lead entity applicants.

Where is this project located with respect to urban growth areas, cities/towns, and county density?<sup>31</sup>

This question is scored by RCO staff based on a map provided by the applicant. To receive credit, depict on a map 1) your project boundary or your geographic envelop and 2) the nearest city or towns urban growth area boundary. Next, draw a straight line, measure and record on the map the shortest distance in miles "as the crow flies" between 1 and 2 above. Include a scale and legend on the map for reference.

***Population of, and Proximity to, the Nearest Urban Area***

Projects located near cities over 5,000 population *and* within high density counties receive points from both "a" and "b."

- A. Within 5 miles of an urban growth area boundary, or the boundary of an incorporated city or town. In either case, the score is based on the city or town population (Washington State Office of Financial Management):

0-4,999	0 points
5,000-9,999	1 point
10,000-29,999	2 points
30,000-149,999	3 points
150,000-299,999	4 points
300,000-and above	5 points

- B. In a county with a population density of:

0-249	0 points
250-324	1 point
325-399	2 points
400-474	3 points
475-549	4 points
550-and above	5 points

▲ Maximum Points=10

Revised January 2008

---

<sup>31</sup>Revised Code of Washington 79A.25.250, Revised Code of Washington 79A.15.060 (5)(b)



## Forestland Preservation Category

Scored by	#	Evaluation Criteria	Maximum Score	Percent of Total
Advisory Committee	1	<b>Viability of the Site</b> What is the viability of the site for commercial timber production?	15	38%
Advisory Committee	2	<b>Forestland Stewardship</b> What stewardship practices beyond the Forest Practices Act are in place that support timber production or provide ecological benefits?  What is the experience of the applicant to monitor the conservation easement to ensure the forest stewardship activities proposed are realized?	10	25%
Advisory Committee	3	<b>Threat to the Land</b> What is the likelihood the land will be converted to some other use than forestland if it is not protected?	8	20%
Advisory Committee	4	<b>Community Values</b> How will protecting the land for timber production provide benefits to the community?  Do the community and area Native American tribes support the project?	6	15%
RCO	5	<b>Match</b>	2	5%
		<b>Total Points</b>	<b>41</b>	<b>100%</b>

## Detailed Scoring Criteria for Forestland Preservation<sup>32</sup>

### Advisory Committee Scored

#### 1. Viability of the Site – What is the viability of the site for commercial timber production?

- What are the major tree species and their size, age, and condition?
- What is the long-term forest management strategy? Will it result in ongoing commercial timber production?
- Is there enough income generated on the property to sustain the long-term forest management strategy goals?
- How many acres is the area proposed for conservation? Evaluators provide a preference for larger areas.

▲ Point Range: Score 0-15 points based on the viability of the site for commercial timber production.

<sup>32</sup>Recreation and Conservation Funding Board Resolution 2016-37

**2. Forestland Stewardship** – What stewardship practices beyond the Forest Practices Act are in place that support timber production or provide ecological benefits?<sup>33</sup> What is the experience of the applicant to monitor the conservation easement to ensure the forest stewardship activities proposed are realized?

Examples of stewardship that achieve sustainable forest management include practices in accordance with any of the following:

- Integrated forest management plan
- Forest stewardship plan (approved by the Washington Department of Natural Resources)
- Conservation activity plan (National Resources Conservation Service)
- Tree farm management plan (Washington Tree Farm Program).

Ecological benefits include clean air, clean water, storm water management, wildlife habitat, carbon sequestration, and other benefits. Examples of stewardship that achieve ecological benefits include the following:

- Managing for wildfire
- Managing the spread of invasive species
- Managing for forest health and climate change
- Obtaining a third party certification (e.g., Sustainable Forestry Initiative, Forest Stewardship Council, American Tree Farm System)
- Demonstrating an estimate of the amount of biological carbon stored in trees and understory plants
- Efforts to protect state priority plant and animal species and ecosystems
- Flood reduction and floodplain connections
- Removal or correction of fish passage barriers
- Dedication of stream and wetland riparian areas larger than the minimum requirements in the Forest Practices Act

▲ Points Possible=0-10.

- |            |   |
|------------|---|
| 0 points   | There are no specific stewardship practices in place and the applicant has minimal experience managing easements or leases. |
| 1-4 points | There are one or more stewardship practices planned and the applicant has moderate experience managing easements or leases. |

---

<sup>33</sup>Revised Code of Washington 79A.15.130(12)(f)

- 5-8 points      There are one or more stewardship practices in place and the applicant has strong experience managing easements or leases.

**BONUS POINTS**

- 1-2 points      Voluntary stewardship practices described will be included in the terms of the conservation easement or lease if the project is funded.

**3. Threat of the Land** – What is the likelihood the land will be converted to some other use than forestland if it is not protected?<sup>34</sup>

Score the question based on the severity of the threat that the property will be converted to some use other than forestland within the next 5 years. Threat may include lack of protection of the land, landowner circumstances, adjacent land uses, zoning supports ability to develop the land, or other conditions.

▲ Possible Points=0-8.

- 0 points              Low likelihood it will be converted to another use.
- 1-4 points            Medium likelihood it will be converted to another use.
- 5-8 points            High likelihood it will be converted to another use.

**4. Community Values** – How will protecting the land for timber production provide benefits to the community? Do the community and area Native American tribes support the project?<sup>35</sup>

Preference is provided to projects that are identified in community planning efforts in one or more of the following ways:

- Is the project recommended in a limiting factors analysis or critical pathways analysis?
- Is the project recommended in a watershed plan developed under Revised Code of Washington 90.82 or other planning effort?
- Is the project recommended in a conservation plan (other than a habitat conservation plan required under the Endangered Species Act)?
- Is the project recommended in a coordinated region-wide prioritization effort?
- Is the project consistent with a regional or statewide recreational or resource plan and does it provide public recreational access?
- Is the project consistent with the local comprehensive plan as forestland of long-term significance or other local planning effort?
- Does the project assists in the implementation of a local shoreline master plan updated according to Revised Code of Washington 90.58.080?

---

<sup>34</sup>Revised Code of Washington 79A.15.130(12)(c)

<sup>35</sup>Revised Code of Washington 79A.15.130(12)(a), (b) and (d)

Benefits to the community also may include the following:

- Creation or protection of jobs
- Support for local mills
- Viewshed and scenic beauty
- Research and educational opportunities
- [Multiple benefits of the project such as other natural resource uses like grazing or other management practices that are compatible with the project's conservation benefits.](#)

Support from the community and Native American tribes may be demonstrated by letters of support or donations to assist with implementing the project.

▲ Possible Points=0-6.

- |            |   |
|------------|---|
| 0-2 points | The project will provide few additional benefits to the community.  |
| 3-4 points | The project will provide many additional benefits to the community. |

Bonus Points

- |   |   |
|---|---|
| 2 | There are one or more letters of support in the application that demonstrate community or Native American tribal support for the project. |
|---|---|

#### **RCO Scored**

**5. Match** – Is the applicant providing additional match above the minimum requirement?

▲ Possible Points=2.

- |          |   |
|----------|---|
| 0 points | The applicant is not providing additional match above the minimum requirements.               |
| 2 points | The applicant is providing 5 percent or more additional match above the minimum requirements. |

## Appendix C

### Proposed Increase to Acquisition Project Maximum Allowable Cost for Noxious Weed Control

#### PROPOSED REVISION: Incidental Costs for Noxious Weed Control, Manual 3: Acquiring Land

Noxious weed control - initial control, up to \$~~125~~150 per acre or \$2,500 per property for properties less than 20 acres.

**Recreation and Conservation Funding Board  
Resolution #2017-31  
October 11, 2017 Consent Agenda**

**BE IT RESOLVED**, that the following October 11, 2017 Consent Agenda items are approved:

- A. Board Meeting Minutes
  - September 14, 2017 Meeting Summary
- B. Revision to the Acquisition Partnership Policy
- C. Recognition of Advisory Committee Volunteers
- D. Time Extension Request
  - *Town of Winthrop, Susie Stephens Trail Phase 2 (RCO #[12-1122](#))*

Resolution moved by: \_\_\_\_\_

Resolution seconded by: \_\_\_\_\_

Approved Date: \_\_\_\_\_

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017  
**Title:** Draft Policy Revision: Exception to the Allowable Use Policy  
**Prepared By:** Myra Barker, Compliance Specialist

#### Summary

This memo provides a draft exception to the Allowable Use Policy for agricultural-related use on State Parks' John Wayne Pioneer Trail and requests board input and direction before finalizing a formal draft for distribution for public comment.

#### Board Action Requested

This item will be a:

<input type="checkbox"/>	Request for Decision
<input checked="" type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

### Background

At the May 2017 meeting, the Recreation and Conservation Funding Board (board) approved two allowable use requests for agricultural-related transportation use on a portion of State Parks' John Wayne Pioneer Trail as described in [Item 14A](#). Additionally, the board authorized the director to approve any subsequent State Parks' requests for agricultural-related transportation use of the trail by adjacent landowners until such time as the board adopts a policy to address the non-recreational use.

The board directed staff to draft an amendment to the Allowable Use Policy that would allow this type of non-recreational use on State Parks trails without RCO review. Board members commented the policy should provide State Parks the flexibility to respond to and manage an adjacent landowner request for linear use on a trail at Parks' discretion consistent with adopted State Parks policy. The direction was given with the understanding that Parks' permitting system provides the mechanism for oversight, management, control, and termination of the use.

Staff have prepared a draft policy revision as an "exception" to the Allowable Use Policy (Attachment B) for board review and comment.

### Allowable Uses

The board approved the "Allowable Use Policy" in October 2012 (Attachment A). An "allowable use" must either be identified in the project agreement, allowed by policy, or approved by the Recreation and Conservation Office (RCO) or the board. For the use to be approved, it must:

- be consistent with the essential purposes of the grant,
- all practical alternatives to the use must be considered and rejected on a sound basis, and

- the use must achieve its intended purpose with the least possible impact to the habitat, outdoor recreation, or salmon habitat resource.

Use of a site for a purpose that does not support public outdoor recreation or habitat conservation is generally prohibited. Private, agricultural-related transportation use of a funded trail is neither consistent with the project agreement or grant program policy. As such, under existing policy, this kind of request requires director or board approval.

## Considerations

In 2014, State Parks requested legislation to remove the statutory prohibition on motorized vehicles on the John Wayne Pioneer Trail. The legislation passed and was signed that same year. The following year, the Washington State Parks and Recreation Commission (WSPRC) adopted a policy that allows certain non-recreational motorized use on their long-distance trails. The WSPRC policy defines non-recreational motorized use as "motorized use of a State Parks long-distance trail for the purposes of access to an adjacent landowner's property".

Following the adoption of the WSPRC policy, State Parks submitted the first allowable use request to RCO for private agricultural-related transportation use by an adjacent landowner on a funded trail. To date, six (6) requests have been received for non-recreational transportation use on trails, as described in the table (Attachment C).

## Draft Policy Amendment

Per board direction, staff drafted an exception to the Allowable Use Policy. The draft exception is consistent with WSPRC policy and permitting requirements adopted in January 2015. The board has discretion in revisiting the exception if the WSPRC policy changes or if unforeseen issues arise.

Exception: State Parks may permit an adjacent landowner to use a portion of the John Wayne Pioneer Trail for private, agricultural-related transportation use without RCO review and approval. This exception does not relieve State Parks from complying with the board's conversion policy should the trail, or a portion thereof, be converted. (Attachment B)

## Next Steps

After receiving feedback from the board on the draft revision to the Allowable Use Policy, RCO staff will prepare a formal draft for public comment and update the board on the comments received at the January 2018 meeting. Final adoption of the changes would occur at the board's April 2018 meeting.

## Link to Strategic Plan

Revising the board's policies and evaluation criteria addresses Goals 1, 2, and 3 of the board's *Strategic Plan*.

1. We help our partners protect, restore, and develop habitat and recreation opportunities that benefit people, fish and wildlife, and ecosystems.



2. We achieve a high level of accountability in managing the resources and responsibilities entrusted to us.
3. We deliver successful projects by inviting competition and by using broad public participation and feedback, monitoring, assessment, and adaptive management.

## **Attachments**

- A. Allowable Uses Policy
- B. Allowable Uses Policy with Draft Revision - Exception
- C. Approved Allowable Use Requests on State Parks Trails

## Attachment A: Allowable Uses Policy

RCO grants are intended to support Washington State's habitat, outdoor recreation, and salmon habitat resources. Uses of project sites must have no overall impairment to the habitat conservation, outdoor recreation, or salmon habitat resource funded by RCO.

To be in compliance with the grant, uses of grant-assisted project sites must be either:

- A. Identified in the project agreement; OR
- B. Allowed by RCO policy; OR
- C. Approved by RCO or the funding board.

For the use to be approved by RCO or the funding board (Option C, above) it must meet all of the following criteria:

- The use must be consistent with the essential purposes of the grant (i.e., consistent with the grant agreement and grant program).
- All practical alternatives to the use, including the option of no action, must have been considered and rejected on a sound basis.
- The use must achieve its intended purpose with the least possible impact to the habitat, outdoor recreation, or salmon habitat resource.
  - 1. If the use impacts the type of resource the grant is designed to protect (habitat, outdoor recreation, or salmon habitat), it also must provide at least equivalent benefits to that type of resource so there is no overall impairment.

An approved use of a project site must continue in the way it was approved to remain in compliance with the grant. This policy does not modify other RCO policies, such as cultural resource policies.

Income generated on the project site must be managed in accordance with RCO policies on Income and Income Use. (*Manual 7, Funded Projects*).

*Adopted October 18, 2012.*

## Attachment B: Allowable Uses Policy – Draft

RCO grants are intended to support Washington State's habitat, outdoor recreation, and salmon habitat resources. Uses of project sites must have no overall impairment to the habitat conservation, outdoor recreation, or salmon habitat resource funded by RCO.

To be in compliance with the grant, uses of grant-assisted project sites must be either:

- D. Identified in the project agreement; OR
- E. Allowed by RCO policy; OR
- F. Approved by RCO or the funding board.

For the use to be approved by RCO or the funding board (Option C, above) it must meet all of the following criteria:

- The use must be consistent with the essential purposes of the grant (i.e., consistent with the grant agreement and grant program).
- All practical alternatives to the use, including the option of no action, must have been considered and rejected on a sound basis.
- The use must achieve its intended purpose with the least possible impact to the habitat, outdoor recreation, or salmon habitat resource.
  - 1. If the use impacts the type of resource the grant is designed to protect (habitat, outdoor recreation, or salmon habitat), it also must provide at least equivalent benefits to that type of resource so there is no overall impairment.

An approved use of a project site must continue in the way it was approved to remain in compliance with the grant. This policy does not modify other RCO policies, such as cultural resource policies.

Exception: State Parks may permit an adjacent landowner to use a portion of the John Wayne Pioneer Trail for private, agricultural-related transportation use without RCO review and approval. This exception does not relieve State Parks from complying with the board's conversion policy should the trail, or a portion thereof, be converted.

Income generated on the project site must be managed in accordance with RCO policies on Income and Income Use. (*Manual 7, Funded Projects*).

~~Adopted October 18, 2012.~~ Draft Proposed Revision October 2017

## Attachment C: Approved State Parks Allowable Use Requests on Trails

Project	Project Number	Funding Program	General Location of Proposed Use	Allowable Use Request	Status of Request
Willapa Hills Trail	#91-811A	WWRP-Trails	West of Chehalis near Adna	Marwood Farms: Use of about 1 mile of trail to access privately owned agricultural fields; hauling crops; via trucks and farm machinery	Approved with conditions <sup>1</sup>
John Wayne Pioneer Trail	#82-701A	State Bonds	Northwest of Ellensburg	Olson Ditch District: Use about 1 mile of trail to access an irrigation ditch for inspection, maintenance and repairs; via ATV and repair trucks/equipment	Approved with conditions <sup>2</sup>
			Southeast of Kittitas	Crowe: Use about 0.36 mile of trail to access a mining operation for employee ingress/egress and for hauling mined materials; via private vehicles and dump trucks	Pending

---

<sup>1</sup> Conditions include the allowed use is tailored to the specific time period and season of use; daily, year-round use and weekend use is not permitted; off-season access is through existing roads; signs are posted prior to use; State Parks provides management oversight and regular monitoring of the use and trail conditions, and provides a report to RCO on the impact of the use, public comments received, and a description of any enforcement actions taken against the permittee.

<sup>2</sup> Conditions include the irrigation ditch district equipment and vehicles be signed and trail surfacing is always maintained.

Project	Project Number	Funding Program	General Location of Proposed Use	Allowable Use Request	Status of Request
			Southeast of Ritzville	Spencer Figure 50 Ranch: Use about 6 miles of trail to access privately-owned agricultural fields; hauling crops and cattle; via 4-wheeler, trucks and farm machinery	Approved with conditions <sup>3</sup>
			East of Ellensburg	Eason: Use of about 0.55 miles of trail to access privately-owned agricultural fields	Approved with conditions <sup>4</sup>
				Clerf: Use of about 0.78 miles of trail to access privately-owned agricultural fields	Approved with conditions <sup>4</sup>

---

<sup>3</sup> Conditions include the allowed use is tailored to the specific time period and season of use of the request; signs are posted prior to use; State Parks provides management oversight and regular monitoring of the use and trail conditions, and provides a report to RCO on the impact of the use, public comments received, and a description of any enforcement actions taken against the permittee.

<sup>4</sup> Recreational use remains the primary and principle use of the trail; equipment and vehicles will yield to recreationists; the permit is tailored to the specific time periods and season the use will occur; signs are posted prior to the use; State Parks will provide management oversight with regular monitoring of the use and trail condition.

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017  
**Title:** Board's Strategic Plan  
**Prepared By:** Scott Robinson, Deputy Director

#### Summary

At the Recreation and Conservation Funding Board's (RCFB) September 2017 meeting a request was made to revisit the how to best incorporate the subject of climate change into an update of the Board's strategic plan. This item is an opportunity for the Board to discuss the issue, make a decision and adopt a revised plan.

#### Board Action Requested

This item will be a:

- ☒ Request for Decision
- ☐ Request for Direction
- ☐ Briefing

### Background

The Board's strategic plan went through a minor revision in April of 2016 to slightly adjust the performance measures. Prior to that it had not been updated since 2012.

At the July 2017 retreat the Board discussed the plan and made the decision to integrate

- underserved populations,
- climate resiliency, and the
- protection of farm and forest lands into a revision.

Upon review of a draft by members, and after a brief discussion in September 2017, the Board wished to discuss further the topic of climate change and its possible incorporation into the plan.

### Next Steps

The Board will discuss their strategic plan and adopt, by motion, a revision at the October 11-12, 2017 meeting.

### Attachments

- A. Board's strategic plan with initial revisions discussed in July 2017.

# Recreation and Conservation Funding Board Strategic Plan

## Mission

Provide leadership and funding to help our partners protect and enhance Washington's natural and recreational resources for current and future generations.

## Goals

1. We help our partners protect, restore, and develop habitat and recreation opportunities that benefit people, fish and wildlife, and ecosystems.
2. We achieve a high level of accountability in managing the resources and responsibilities entrusted to us.
3. We deliver successful projects by inviting competition and by using broad public participation and feedback, monitoring, assessment, and adaptive management.

## Guiding Principles

Guiding principles are fundamental concepts that form the basis for board policy.

- Principle 1.** The board's primary roles are to (1) ensure the best possible investment of funds in protecting and improving habitats, ecosystems, and outdoor recreation opportunities, (2) provide accountability for those investments, and (3) provide citizen oversight to the funding process.
- Principle 2.** Successful protection and improvement of Washington's ecosystems and recreation requires coordination across all levels of government and geographic scales. Decisions and actions should be guided by a statewide perspective coupled with each local community's social, economic, and cultural values and priorities.
- Principle 3.** The plans and strategies (conservation and/or recreation) of federal, state, tribal, local government, and other partners should help guide the identification and prioritization of projects.

**Principle 4.** Projects must have explicit objectives, as well as appropriate designs and implementation plans to meet those objectives.

**Principle 5.** The board will continue to work with federal, tribal, state, and local agencies, stakeholder organizations, and other interested parties to evaluate and improve the funding process. The board also will continue to ensure that it funds the highest priority projects with integrity and impartiality and provides accountability to the Legislature and the public to sustain that funding and those investments.

## Objectives and Strategies

### **Goal 1: We help our partners protect, restore, and develop habitat and recreation opportunities that benefit people, wildlife, and ecosystems.**

#### **Objective 1.A.**

**Provide leadership to help our partners strategically invest in the protection, restoration, and development of habitat and recreation opportunities. We do this through policy development, coordination, and advocacy.**

- Strategy 1.A.1. – Evaluate and develop strategic plans and investment policies so that projects selected for funding meet the state’s recreation and conservation [needs/priorities and assist communities in need](#).
- Strategy 1.A.2. – Gather and interpret data that inform plans and help the board to provide grant programs that balance investments across a range of activities.
- Strategy 1.A.3. – Coordinate recreation resources information and priorities.

#### **Objective 1.B.**

**Provide funding to help partners protect, restore, and develop habitat and recreation facilities and lands.**

- Strategy 1.B.1. – Provide partners with funding to protect, preserve, restore, and enhance habitats.
  - For example, this includes projects that help sustain Washington’s biodiversity; protect “listed” species; maintain fully functioning ecosystems; protect unique urban wildlife habitats; and/or protect game and non-game wildlife.
- [Strategy 1.B.2. – Provide partners with funding to protect and enhance working farm and forest lands.](#)
- Strategy 1.B.3. – Provide funding to protect, preserve, restore, and enhance recreation opportunities statewide.



- For example, this includes projects such as bicycling and walking facilities “close to home”; programs that assist with facility operation and maintenance; facilities most conducive to improved health; outdoor sports facilities; programs that provide improved recreation data; and/or access to nature and natural settings (includes fishing and hunting).
- Strategy 1.B.4. – Help sponsors maximize the useful life of board-funded projects.

## **Goal 2: We achieve a high level of accountability in managing the resources and responsibilities entrusted to us.**

### **Objective 2.A.**

**Ensure funded projects and programs are managed efficiently, with integrity, in a fair and open manner, and in conformance with existing legal authorities**

- Strategy 2.A.1. – Evaluate and develop policies and practices to reduce the number of projects not starting or finishing on time.
- Strategy 2.A.2. – Regularly monitor progress in meeting objectives and adapt management to meet changing needs.
- Strategy 2.A.3. – Ensure the work of the board and staff is conducted with integrity and in a fair and open manner.

### **Objective 2.B.**

**Support activities that promote continuous quality improvement.**

- Strategy 2.B.1. – Ensure the board has time on its agenda to discuss high-level policy issues.
- Strategy 2.B.2. – Implement a board member and staff feedback process.

## **Goal 3: We deliver successful projects by using broad public participation and feedback, monitoring, assessment, and adaptive management.**

### **Objective 3.A.**

**Broaden public support and applicant pool for the board’s grant programs.**

- Strategy 3.A.1. – Expand the board’s support by developing key partnerships.
- Strategy 3.A.2. – Increase public understanding of project benefits including economic and ecosystem benefits.
- [Strategy 3.A.3. – Increase the public and sponsor understanding of the relationship between projects and climate resiliency.](#)

- Strategy 3.A.4. – Perform regular assessments to determine the public’s priorities for outdoor recreation and conservation funding.
- Strategy 3.A.5. – Advocate for the protection of habitat and recreation through multiple venues.
- Strategy 3.A.6. – Expand reach of grant programs by broadening applicant pool for grant programs.

## Key Performance Measures

Goal	Framing Questions	Performance Measures
<b><i>We help our partners protect, restore, and develop habitat and recreation opportunities that benefit people, wildlife, and ecosystems.</i></b>	Within its authority is the board creating opportunities for recreation?	Projects funded by type, location, sponsor type.
	Is the board funding projects that have been identified as priorities through recognized planning efforts, such as SCORP?	Projects submitted for funding that address current gaps in service per SCORP and state-wide recreation plans.
	Within its authority is the board protecting and restoring natural systems and landscapes?	Acres protected (through acquisition). Acres restored.
	Is the board funding projects that protect and restore natural systems and landscapes as identified in planning efforts?	Projects submitted for funding that address current gaps based upon recent planning efforts.  Projects implemented by natural resource agencies in relationship to their internal plans and priorities.
Goal	Proposed Framing Questions	Proposed Measures
<b><i>We achieve a high level of accountability in managing the resources and responsibilities entrusted to us.</i></b>	Is the evaluation process objective and fair?	An increase in the percentage of project applicants rating their overall satisfaction with the <ul style="list-style-type: none"> <li>• application process,</li> <li>• technical review process</li> <li>• evaluation process</li> </ul> as ‘satisfied’ or ‘very satisfied.’

Goal	Framing Questions	Performance Measures
	Is the board fulfilling its statutory role to ensure statewide outdoor recreation and conservation needs are being met through grant programs?	Biennial board self-assessment points to a positive trend in fulfillment of its statutory role.
	How well do we maintain the state's investments?	Percent of completed projects in compliance with the grant agreement.  Number of sites inspected over a biennium.

Goal	Proposed Framing Questions	Proposed Measures
<b><i>We deliver successful projects by inviting competition and by using broad public participation and feedback, monitoring, assessment, and adaptive management.</i></b>	Are stakeholders and the public involved in policy development and project selection?	The number of individuals and discrete organizations RCO reached out to for policy development and/or review.  The number of hours donated by board volunteers.
	Are we achieving statewide participation in our grant programs?	Number of projects submitted by location (e.g. county or other geography).

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017  
**Title:** Options for Education and Maintenance Grants  
**Prepared By:** Darrell Jennings, Senior Outdoor Grants Manager

#### Summary

This memo requests a decision on waiving all or a portion of the match commitments for education and enforcement and maintenance and operation grant proposals for the Nonhighway and Off-road Vehicle Activities (NOVA) program submitted in 2016 only. The goal is to free up applicant resources so they can continue to fund their non-construction programs and retain staff until the Legislature approves a 2017-19 capital budget that gives full spending authority for 2016 grant applications.

#### Board Action Requested

This item will be a:

- ☒ Request for Decision
- ☐ Request for Direction
- ☐ Briefing

**Resolution:** 2017-37

**Purpose of Resolution:** Approve waiving a portion of the match for proposals submitted in 2016 for the NOVA education and enforcement and maintenance and operation projects.

### Background

The Department of Natural Resources (DNR) has requested that the Recreation and Conservation Office (RCO) allow their agency to reduce the amount of match committed for 2016 education and maintenance projects submitted for Nonhighway and Off-road Vehicle Activities (NOVA) funds. The Recreation and Conservation Funding Board (board) approved the final ranked lists for NOVA projects at its July meeting and delegated authority to RCO's Director to award grants pending legislative approval of a budget. However, the 2016 project proposals are now in a pending status because RCO does not have spending authority through a state approved capital budget. Like DNR, other applicants with education and maintenance projects are also struggling to keep staff employed, trails and outdoor recreation areas open, and to continue to maintain and manage outdoor recreation sites and facilities.

Washington Administrative Code (WAC) 286-13-085, *Retroactive, Pre-agreement, and Increased Costs*, restricts grant applicants from incurring any project cost in advance of an executed project agreement. The WAC permits board-approved pre-agreement costs for acquisition, development, and restoration projects only. Education and enforcement and maintenance and operation grants typically fund ongoing programs and staffing. These programs and program staff are at risk of stalling or ending without grant assistance.

In most cases, these programs are already funded with previous grants. To help bridge the gap between when current grant agreements end and when RCO has the authority to award grants and issue new agreements, DNR has asked that RCO “de-obligate” a portion of the match committed to 2016 grant proposals. If applicants are relieved of the responsibility to provide match during the agreement period, they can use those funds on project related activities and staff to help bridge the gap during this interim period.

### NOVA Match Requirement

The NOVA program is governed by Revised Code of Washington 46.09 and does not necessitate grant applicants provide matching resources as a requirement to receive grants. However, it has been a long-standing preference of the NOVA advisory committee and board that applicants supplement NOVA funding with their own resources. As such, preference is given to applicants that provide matching resources to extend the capabilities of limited NOVA funding. This is currently done through an evaluation criterion where applicants receive additional evaluation points based on the percentage match committed to a project.

Further, before the board approves the ranked list and funding, grant applicants must certify that any matching resources included and considered in the application are available and dedicated to the project. Applicants that are unable to certify match are not recommended for funding. Of the 132 applications submitted in 2016, all included match in their project proposals. When the board approved the final ranked list in July, three applications were no longer eligible for funding consideration because the applicants did not certify match. Also, one applicant withdrew its proposal leaving 128 eligible grant proposals.

## Options for Consideration

After reviewing and discussing the DNR proposal, staff began working on options that might work for all NOVA applicants. This table shows the options considered along with the list of advantages and disadvantages.

Options	Advantages	Disadvantages
Do nothing.	<ul style="list-style-type: none"> <li>Stays true to the existing criteria in the ranking process.</li> <li>Easy for staff to manage, since the contracts would be written for original scope of work and dollar amounts.</li> </ul>	<ul style="list-style-type: none"> <li>Applicants may withdraw grant requests to free up their match. Effects are unknown and could vary significantly depending on the category.</li> <li>If applicants choose to keep their match committed to projects, ongoing education and maintenance programs may be limited or discontinued and their staff could be reassigned or laid-off.</li> </ul>
Reduce match for all proposals by a specified percent (reduce proposed match by 50% or 90%).	<ul style="list-style-type: none"> <li>This is more “in line” with the evaluation and ranking process.</li> <li>Allows some of an applicant’s matching resources to be repurposed and spent outside of a project agreement period.</li> </ul>	<ul style="list-style-type: none"> <li>Depending on when a capital budget is approved, the reduction may not be enough to bridge the gap.</li> <li>Reduces the scope of work for what is remaining in a project.</li> </ul>

	<ul style="list-style-type: none"> <li>• This option could be managed through a re-ranking process.</li> </ul>	<ul style="list-style-type: none"> <li>• If proposals were re-scored, after the match reduction, it could potentially change the ranking of some proposals.</li> <li>• Without a contract in place the match could be used for work unrelated to the project proposal.</li> </ul>
Waive the match requirement for all proposals.	<ul style="list-style-type: none"> <li>• Frees up all of an applicant's matching resources to implement project work while RCO's spending authority from the state's capital budget is undecided.</li> <li>• Provides a consistent approach for all applicants.</li> </ul>	<p>Like the disadvantages outlined with a match reduction, this option would most likely result in:</p> <ul style="list-style-type: none"> <li>• A reduced scope of work.</li> <li>• Depending on when a capital budget is approved, the reduction may not be enough to bridge the gap.</li> </ul>

RCO staff also considered options for planning projects. Unfortunately, the scope of work cannot be phased or down-scoped and still meet the overall intent of the grant proposal. RCO has not received any request to modify match for planning grants. Since there are no eligible pre-agreement costs and the full scope of work and matching resources are required for the success of the project, RCO staff is not recommending a match waiver for planning projects.

## Analysis

Below is a brief analysis of the three options. The board could choose one of these or another option.

Option 1, *Do Nothing*, is a low risk option. However, it means the loss of valuable time, momentum for on-going maintenance and education programs, and possibly staff resources.

Option 2, *Reduce the Match*, is another option worth considering, however, this option presents an implementation challenge and raises a key question – how much or what percentage of match and project scope should be reduced? While this option is being considered as a one-time option for a specific set of projects, could it set up unrealistic expectations for future applicants? Some of the advantages and disadvantages are listed above.

Option 3, *Waive the Match*, if selected, would establish a one-time policy for education and maintenance projects. This option along with option 2 might appear to be unfair to applicants whose projects might have ranked differently, if match were not a consideration. Like option 2, this option will most likely result in a scope reduction for grant proposals, since some of the resources would be expended outside of an agreement period. Applicants could use the "waived" match on things unrelated to the project submitted for fund consideration.

If the board selects options 2 or 3, interested applicants with pending 2016 projects could use their freed-up matching funds as they see fit to maintain staffing, or they could continue to hold the funds for when the capital budget is enacted. There is no way for RCO to track where these matching funds would be used, but in light of the current budget situation, it seems to be a creative solution to an otherwise difficult situation for our sponsors.

### [Strategic Plan Link](#)

Consideration of these policy revisions supports the board's goal to help our partners protect, restore, and develop habitat and recreation opportunities that benefit people, wildlife, and ecosystems.

### **Recommendation**

Although this is a departure from decades of board policy, it will help our sponsors maintain their staffing levels and continue to work on NOVA projects. For these reasons, RCO staff recommends that the board approve Option 3. This approval would give applicants the flexibility to use all or a portion of their match as they deem necessary to provide bridge funding until the capital budget is enacted. Each sponsor will still need to assure that its use of its own funds comply with any authorizing budget.

### **Next Steps**

If approved by the board, RCO staff will notify applicants of the option available and then begin working to modify the scope of work for the applicable project proposal.

### **Attachment**

A. Resolution 2017-36, *Match Waiver for 2016 Education and Enforcement and Maintenance and Operation Projects*

**Recreation and Conservation Funding Board  
Resolution 2017-36**

**Match Waiver for 2016 Education and Enforcement and Maintenance and Operation Projects**

**WHEREAS**, the Recreation and Conservation Funding Board (board) has approved final ranked lists for the Nonhighway and Off-road Vehicle Activities Program for funding projects in the 2017-19 biennium; and

**WHEREAS**, the projects provide for outdoor recreation throughout the state, thereby supporting the board's goal to help its partners protect, restore, and develop habitat and recreation opportunities that benefit people, wildlife, and ecosystems; and

**WHEREAS**, the Legislature has not enacted a state capital budget that includes an appropriation of funds and spending authority for the NOVA program for the 2017-19 biennium; and

**WHEREAS**, some applicants with projects on the board-approved ranked lists would like to proceed with the implementation phase; and

**WHEREAS**, the applicants are unable to start work as soon as might otherwise be possible due to the board's administrative code that prohibits incurring costs before execution of a project agreement; and

**WHEREAS**, these applicants would like the board to waive the applicant match for NOVA education and enforcement and maintenance and operation; and

**WHEREAS**, these applicants are willing to assume any and all risks for incurring costs before execution of a Recreation and Conservation Office project agreement; and

**WHEREAS**, the board finds it appropriate to offer relief to those applicants with qualified projects on the final ranked lists for the 2017-19 biennium.

**NOW, THEREFORE BE IT RESOLVED**, that the Recreation and Conservation Funding Board waives the match pledged to education and enforcement and maintenance and operation projects in the Nonhighway and Off-road Vehicle Activities (NOVA) grant program; and

**BE IT FURTHER RESOLVED** that the board delegates authority to RCO's Director to approve scope reductions for the applicable projects.

*Resolution moved by:* \_\_\_\_\_

*Resolution seconded by:* \_\_\_\_\_

*Adopted/Defeated/Deferred (underline one)*

*Date:* \_\_\_\_\_



## Recreation and Conservation Funding Board Briefing Memo

Item **14a**

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017

**Title:** How to Conduct the 2018 Grant Round in the Absence of a Capital Budget

**Prepared By:** Marguerite Austin, Section Manager

#### Summary

Recreation and Conservation Office staff anticipates approval of a state capital budget during the 2018 legislative session. This approval could have a significant impact on the workload because staff would be issuing agreements for 2016 projects while soliciting proposals for 2018. Staff will brief the Recreation and Conservation Funding Board, at its October meeting, on current thinking about changes that might be necessary to conduct or modify the 2018 grant cycle.

#### Board Action Requested

This item will be a:

- ☐ Request for Decision
- ☒ Request for Direction
- ☐ Briefing

### Background

During the odd-numbered years, Recreation and Conservation Office (RCO) staff issues project agreements to recipients of Recreation and Conservation Funding Board (board) grants. The preparation usually begins about a month before the board's funding meeting. Applicants have two months to satisfy any post approval requirements. RCO staff then prepares the project agreements, which must be issued within 120 days of funding approval in order to meet the agency's performance goal.

During the even-numbered years, staff's attention is focused on soliciting and working with applicants interested in submitting new project proposals for all of the board's grant programs. RCO conducts an application webinar and opens PRISM (RCO's on-line data system) so applicants can begin submitting grant applications in February. The deadline for the first round of applications is in early May. Reviews and evaluations take place over the summer. The deadline for the second round is in November, with reviews and evaluations during the winter.

The Washington State Legislature has not yet adopted the 2017-19 capital budget, but is expected to do so during the next legislative session. This will put our processes more than 6 months behind schedule. The Legislature could take action in January 2018 or as late as the end of the regular 2018 session (60 days later) or during a subsequent special session(s). RCO staff is concerned about the impact to its workload, because staff would be involved in two of its most time-intensive cycles – issuing project agreements and application intake for new proposals – at the same time.

## Considerations

At the board's September meeting, staff listed some of the questions being considered, which include:

- Should RCO skip the next grant cycle for all or certain grant programs if a capital budget is not passed by the end of January 2018?
- Should RCO wait to conduct the next grant cycle until after a capital budget is signed and agreements are written?
- Should RCO run a grant cycle with no project reviews, only evaluations?
- Should RCO ask the board to modify its review and evaluation process for all or some grant programs?
- Should RCO only solicit proposals for programs and categories that are under-subscribed?
- Should RCO only solicit proposals in the Washington Wildlife and Recreation Program (WWRP) because the statute requires the board to submit ranked lists to the Governor by November 1<sup>st</sup> (2018)?
- If RCO only solicits proposals for WWRP, how will this impact applicants interested in submitting "matching" grants? Should the board suspend its policy allowing matching grants to alleviate this challenge?
- Should the board limit the number of applications from each applicant?
- Should the board offer block grants for certain types of programs or categories to reduce the number of applications?
- Will applicants be ready to submit new proposals in 2018 if they are focused on implementing newly funded projects?

## Next Steps

During the October 2017 meeting, staff will discuss with the board ideas to accommodate workload and hold a successful grant cycle in 2018.

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017

**Title:** Recreational Trails Program Federal Fiscal Year 2018 Funding: Use of Unobligated Funding in the Motorized Category

**Prepared By:** Darrell Jennings, Senior Grants Manager

#### Summary

Recreation and Conservation Office (RCO) staff is asking the board for direction on how to expend excess funds allocated for the motorized trail projects in the Recreational Trails Program.

#### Board Action Requested

This item will be a:

- ☐ Request for Decision
- ☒ Request for Direction
- ☐ Briefing

## Background

### Recreational Trails Program

The Recreational Trails Program (RTP) is a federal assistance program to help states provide and maintain recreational trails for both motorized and nonmotorized uses. An “assured access” requirement in the RTP legislation ensures that both motorized and nonmotorized trails benefit from RTP funds. Thirty percent of the funds must be used for motorized trails, thirty percent for nonmotorized trails, and the remaining forty percent can be used for diverse trails, or trails that allow multiple motorized or nonmotorized trail uses. See Attachment A for more information.

Washington State receives approximately \$1.8 million in RTP funds for each federal fiscal year (FFY). RCO solicits grant requests for the program biennially. The Recreation and Conservation Funding Board (board) approves the final ranked lists of projects and delegates authority to the director to apply two years’ worth of funding to the project lists. RCO will use both FFY 2017 and 2018 funds for the 2016 lists. Following the assured access requirement, RCO staff has already allocated FFY 2017 RTP funding to the top ranked projects.

When FFY 2018 funds are allocated, it is estimated that there will be approximately \$427,000 in excess (unobligated) funds that may be used for trails reserved for motorized recreation only. This shortfall is due to insufficient grant requests for projects that benefit motorized trail recreation.

### Rescissions and Lapsed Funding

Unobligated federal funding is subject to rescission even if the state’s authority has not lapsed. A rescission happens when the Congress enacts legislation that cancels the availability of previously-enacted budget authority before that authority would otherwise expire.

There have been twelve rescissions since 2005 that effect RTP funds. Eleven were between 2005 and 2011. The twelfth rescission occurred in June 2017. Washington State is the only state to have not lost RTP funding through either rescissions or lapsed funding authority. If Washington State does not address the FFY 2018 excess fund issue, the unobligated funds may be at risk of being lost if there is an additional rescission notice.

## Advisory Committee

Each State must have established a State Recreational Trail Advisory Committee that represents both motorized and nonmotorized recreational trail users. There must be representation of off-road motorized recreational trail users, and representation of nonmotorized recreational trail users and should represent trail uses that take place within the State. There may also be representation of local, State, or Federal agencies, land use or natural resource organizations, trail advocacy organizations, recreational businesses, etc.

RCO staff met with the RTP Advisory Committee (see Attachment B) on August 9 to discuss the potentiality of excess motorized funds once FFY 2018 funding is received. Eleven of fourteen Advisory Committee members attended the meeting and included all of the members that represent motorized trail users.

## Options for Obligating Excess RTP Funds

The following options were presented and discussed with the RTP Advisory Committee:

Options	Pro's	Con's
1. Implement the board's excess fund policy (Resolution #2008-16).	<ul style="list-style-type: none"> <li>• Uses existing board policy to direct funding.</li> <li>• Uses existing RTP list of ranked projects.</li> </ul>	<ul style="list-style-type: none"> <li>• Policy requires shifting projects to different categories prior to board approval. Board has already approved projects.</li> <li>• Requires board to modify their existing policy.</li> <li>• Staff could not identify any unfunded projects eligible for motorized funding.</li> </ul>
2. Do nothing and hold excess funds for the next grant round (Applications are due November 2018; board awards grants in 2019).	<ul style="list-style-type: none"> <li>• No additional staff work.</li> <li>• Fair and equitable to all grant applicants.</li> </ul>	<ul style="list-style-type: none"> <li>• Funding could be at risk (from rescission) if not committed to projects.</li> <li>• We could be further behind if not enough motorized grant applications are submitted in next grant round.</li> </ul>
3. Fund the motorized portion of RTP Compatible Use category projects (#16-2523 and 16-2594).	<ul style="list-style-type: none"> <li>• Benefits motorized trails</li> <li>• The Advisory Committee has reviewed and evaluated the projects.</li> <li>• Continues funding eligible portions projects already on the RTP list.</li> </ul>	<ul style="list-style-type: none"> <li>• Does not use all available funding.</li> <li>• Partially funds two projects – may not be enough funding to accomplish a meaningful scope of work.</li> </ul>

	<ul style="list-style-type: none"> <li>Fair and equitable.</li> </ul>	
4. Identify NOVA off-road vehicle (ORV) projects that are eligible for RTP funds and shift the money.	<ul style="list-style-type: none"> <li>Uses a board approved ranked list.</li> <li>Funds a greater number of motorized projects.</li> <li>No additional staff work for supplemental grant round.</li> <li>Fair and equitable.</li> </ul>	<ul style="list-style-type: none"> <li>Projects were not vetted by the RTP Advisory Committee.</li> <li>Some project costs may be ineligible and not allowed in RTP.</li> <li>Projects may not be focused on reducing the backlog of deferred maintenance (board's goal for RTP).</li> </ul>
5. Offer a supplemental grant round in winter 2017 for motorized projects only	<ul style="list-style-type: none"> <li>Opportunity to reach out and work specifically with the motorized community.</li> <li>Chance to receive new proposals.</li> <li>Fair and equitable for all applicants.</li> <li>Opportunity to make program adjustments to make RTP more appealing for motorized projects.</li> </ul>	<ul style="list-style-type: none"> <li>Requires the greatest amount of staff and advisory committee effort.</li> <li>RCO staff workload could be "over capacity" with the 2018 grant cycle and issuing agreements following legislative approval of the 2017-19 capital budget.</li> <li>Additional burden on applicants</li> <li>Potential for projects to be out of sync with the regular grant cycle.</li> </ul>
6. Fund board priority projects without an open selection process	<ul style="list-style-type: none"> <li>Provides maximum flexibility to the board.</li> <li>Board could fund high priority motorized trail projects.</li> </ul>	<ul style="list-style-type: none"> <li>Board has not identified priority trails or trail projects in SCORP, the State Trails Plan or NOVA Plan.</li> <li>Staff work needed to identify projects for the board to consider.</li> <li>Does not make funding available equitably to all applicants.</li> </ul>

There was not a consensus decision for one option by the RTP Advisory Committee. However, there was moderate support by the Advisory Committee for two different approaches.

## Approach 1

This approach uses a combination of options 3 and 4. Fund the motorized portions of two projects that are categorized as Compatible Use trails. Use the remaining balance to fund eligible projects in the NOVA Off-road Vehicle category. The committee was generally supportive of this combined option, however, they expressed concern about not knowing which projects would be funded and whether RCO would use RTP to fund "low ranking" NOVA projects.

## Approach 2

Approach 2 utilizes option 6 where the board would identify priority motorized projects and fund them without going through a competitive process. State Parks and Recreation Commission (State Parks) staff and RTP Advisory Committee members representing the motorized community discussed three possible

projects. More staff work would be needed to scope and develop budgets for the projects summarized below:

*1. Snow groomer for State Parks grooming program*

State Parks began a grant proposal in 2016 to purchase a new snow groomer for their winter recreation program. Unfortunately, the grant application was never completed or submitted due to staff capacity at the time. State Parks would like the opportunity to access RTP funds to purchase a new snow groomer for maintaining winter recreation ski and snowmobile trails.

*2. Micro-excavator for off-highway vehicle (OHV) trail organization*

This proposal is to purchase a micro-excavator for a state-level OHV trail maintenance organization. The excavator would be used to construct and maintain motorized trails and trail systems. This equipment is desirable to increase labor capabilities, capacities, and efficiencies

*3. Mixed-use roads analysis on USFS roads to increase all-terrain vehicle opportunity and connectivity between trails*

This proposal is for a mixed use analysis of U.S. Forest Service (USFS) roads that could serve as links between motorized trails. The study would be to analyze and decide which level 2 and 3 USFS roads (roads) could permit mixed uses (OHVs and vehicles), ideally as a way for OHV riders to get between trails or trail systems to expand riding opportunities. The end result is the identified routes and National Environmental Policy Act (NEPA) analysis. Land managers and nonprofit organizations could use this information to prioritize grant proposals for road signing, addressing maintenance needs, etc.

Currently, board policy prohibits such planning projects in the RTP program. After consultation with Federal Highways Administration, RCO staff has learned this project does meet the federal eligibility requirements.

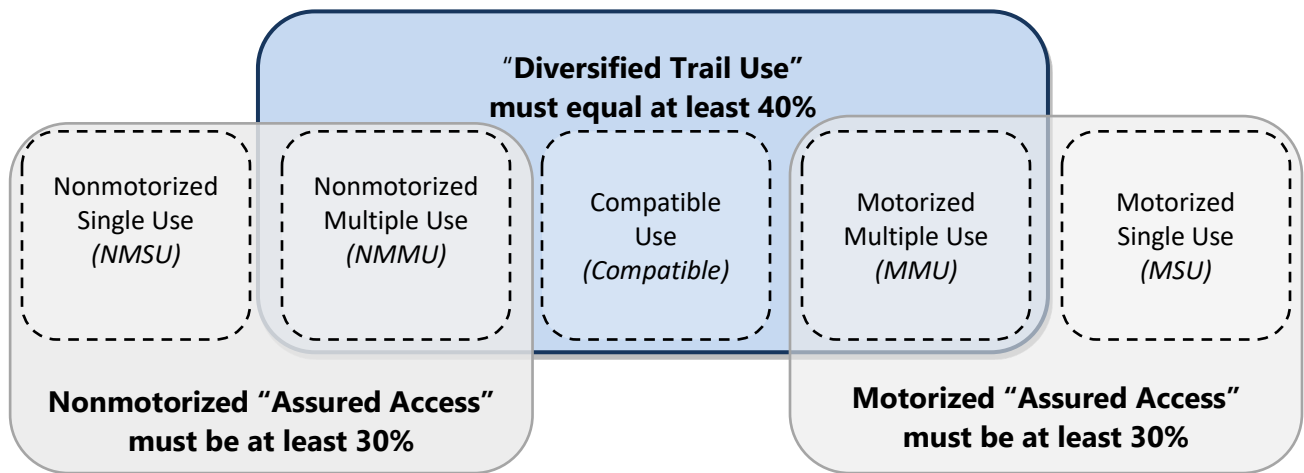
## Next Steps

Staff is seeking direction from the board for its preference for how to obligate excess motorized RTP funding. Based on the board's preference, staff will share the option(s) with the Recreational Trails Program Advisory Committee, then put proposals out for public comment. Staff expects to present the results along with a final recommendation to the board early next year.

## Attachment

- A. Assured Access Allocation of Funds
- B. Recreational Trails Program Advisory Committee

## Assured Access Allocation of Funds



### 40-30-30 Requirement

Federal legislation<sup>1</sup> requires that not less than:

- 40 percent of this program's funds must be used for multiple recreational trail uses in trail corridors, trail sides, or trailheads. This means more than one trail activity. That is:
  - More than one non-motorized trail activity (multiple use), or
  - More than one motorized trail activity (multiple use), or
  - A combination of compatible non-motorized and motorized trail activities.
- 30 percent of this program's funds must be used for motorized recreation, either multiple or single use.
- 30 percent of this program's funds must be used for non-motorized recreation, either multiple or single use.

RCO applies the 40-30-30 formula to the money it receives from the federal government. It then applies the formula to the amount of money awarded in the general and education categories. These percentage requirements may not be waived and the money must be carried over to the next grant cycle if there are insufficient project applications to meet the 40-30-30 minimums.

By federal rule and board practice, no more than 5 percent of RTP funds may be allocated to education projects.

**Note:** It is possible to exceed the minimum percentage requirements. For example, a diverse motorized project, such as snowmobile and motorcycle trails, may satisfy the 40 percent diverse use requirement and the 30 percent motorized use requirement simultaneously. The same applies for non-motorized use.

<sup>1</sup>23 U.S. Code 206, (d)(3)(A)

## Recreational Trails Program Advisory Committee Members

Citizen		
Daniel Collins	Citizen at large	Seattle
Don Crook	Nonmotorized representative, water	Sammamish
Kevin Farrell	Nonmotorized representative, hiker	Olympia
Durlyn Finnie	Citizen at large	Allyn
James Hall	Motorized representative, 4x4	Selah
Ted Jackson	Motorized representative, all-terrain vehicle	Auburn
Matt Lyons	Nonmotorized representative, mountain bike	Wenatchee
Sandy Sternod	Motorized representative, snowmobile	Kent
Marc Toenyan	Motorized representative, ORV and motorcycle	Mossyrock
Patricia Wible	Nonmotorized-equestrian	Port Orchard
Local and Federal Agencies		
Jonn Lunsford	Local government	Anacortes
Gary Paull	Federal government	Darrington
State Agency		
Charlotte Claybrooke	Washington Department of Transportation	Olympia
Steve Brand	Washington State Parks and Recreation	Olympia
John Hansen	Washington Department of Fish and Wildlife	Olympia
Ex Officio		
Rory Calhoun	Washington State Recreation and Conservation Office	Olympia



## Recreation and Conservation Funding Board Briefing Memo

Item **14c**

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017

**Title:** Firearms and Archery Range Recreation: Use of 2017-19 Unobligated Funds

**Prepared By:** Marguerite Austin, Section Manager

#### Summary

Recreation and Conservation Office (RCO) staff is asking the board for direction on how to expend anticipated unused funds for the Firearms and Archery Range Recreation Program.

#### Board Action Requested

This item will be a:

- ☐ Request for Decision
- ☒ Request for Direction
- ☐ Briefing

## Background

### Firearms and Archery Range Recreation

The primary goal of the Firearms and Archery Range Recreation (FARR) program is to increase public access to firearms and archery range facilities. This includes law enforcement personnel, members of the public with concealed pistol or hunting licenses, and those enrolled in firearm or hunter safety education classes. Grants may be used to purchase, develop, and renovate facilities for handgun, muzzleloader, rifle, shotgun, and archery sports. Eligible applicants include state and local governments, however, the primary applicants are nonprofit shooting organizations.

The FARR program receives funding from the sale of concealed pistol licenses. Currently RCO receives \$2.16 from each permit sold. The Legislature has not yet adopted a budget for the 2017-19 biennium, however, the amount of funds included in the proposed budgets will most likely exceed the amount of funds requested. The table below provides a summary of the applications submitted during the last five grant cycles.

Biennium	Applications Submitted	Funds Requested	Funds Available
2017-19	6	\$472,463	\$813,000
2015-17	10	\$678,447	\$580,000
2013-15	13	\$913,446	\$800,000
2011-13	7	\$430,715	\$365,000
2009-11	8	\$301,763	\$495,000

When the Legislature approves the budget, the amount expected will fund all of the 2016 grant requests and there may be as much as \$340,537 in excess (unobligated) funds. This is due to insufficient requests for FARR grants. Although the excess funds are a relatively small amount compared to other board programs, it is enough to fund several projects because the grant maximum is \$150,000 and the average

grant request over the last five years has been about \$63,564. Recognizing that there are most likely a number of shooting ranges that could use these funds to upgrade existing facilities or construct new ranges, RCO staff is asking the board for direction on how to address this issue.

## Options for Obligating Excess Funds

The following options are presented to help facilitate the board's discussion on how to proceed:

Options	Pros	Cons
1. Do nothing and hold excess funds for the next grant cycle. (Applications are due November 2018. The board awards grants in 2019.)	<ul style="list-style-type: none"> <li>No additional staff work.</li> <li>Fair and equitable to all grant applicants.</li> </ul>	<ul style="list-style-type: none"> <li>Funding could be at risk if not committed to projects.</li> <li>The program could be further behind if it is undersubscribed in the next grant round.</li> </ul>
2. Hold a supplemental grant cycle in early 2018 to try to obligate the funds in the fall.	<ul style="list-style-type: none"> <li>Opportunity to receive new proposals.</li> <li>Fair and equitable for all applicants.</li> </ul>	<ul style="list-style-type: none"> <li>Requires the greatest amount of staff and advisory committee effort.</li> <li>RCO staff workload could be "over capacity" with the 2018 grant cycle and issuing agreements following legislative approval of the 2017-19 capital budget.</li> <li>Could impact the number of applications submitted for the regular grant cycle.</li> <li>Timeline could be too late to get the funds obligated before the next cycle.</li> </ul>
3. Use the funds for cost increases for projects that may not have enough to complete the full scope of work.	<ul style="list-style-type: none"> <li>No additional staff work for supplemental grant round.</li> <li>Uses existing board policy.</li> <li>Strictly based on need.</li> </ul>	<ul style="list-style-type: none"> <li>May not use all available funding.</li> <li>Would likely present a challenge for applicants with limited matching resources.</li> <li>Does not allow for scope expansion, unless the board modifies its existing cost increase policy.</li> <li>Requires board approval if the increase exceeds 10 percent of the total project cost.</li> </ul>
4. Hold an open grant cycle that provides grants on a first come first served basis.	<ul style="list-style-type: none"> <li>Opportunity to reach out and solicit new proposals.</li> <li>Provides the maximum flexibility for allocating the funds.</li> </ul>	<ul style="list-style-type: none"> <li>Places an additional burden on staff to review projects without the expertise of the advisory committee members.</li> <li>Would not necessarily fund the best or priority projects.</li> </ul>

		<ul style="list-style-type: none"> <li>• Potential for projects to be out of sync with the regular grant cycle.</li> <li>• May not be equitable for all applicants.</li> </ul>
5. Offer the funds to eligible state agencies so they can make improvements to popular shooting areas on state lands.	<ul style="list-style-type: none"> <li>• Board could fund needed state agency projects.</li> <li>• Could help agencies retain staff during this interim period without a capital budget.</li> <li>• Could help agencies address illegal or dangerous shooting on state lands.</li> </ul>	<ul style="list-style-type: none"> <li>• Does not make funding available to all eligible applicants.</li> <li>• Some RCO staff work needed to identify state projects for the board to consider.</li> <li>• State agencies may not have staff resources to put together a FARR proposal.</li> <li>• Requests could exceed available funds, which would require some type of evaluation process.</li> <li>• Does not meet current board policies for the application and evaluation processes.</li> </ul>
6. Increase the grant amount and reduce the match required for the projects that are currently on the ranked list.	<ul style="list-style-type: none"> <li>• Would make all of the applicants happy.</li> <li>• Could result in higher quality work for some proposals.</li> </ul>	<ul style="list-style-type: none"> <li>• Requires a statutory change to the match required.</li> </ul>

Although FARR Advisory Committee members acknowledge this challenge during the last evaluation session, staff has not met with the committee to discuss or bring forward a specific recommendation.

## Next Steps

RCO staff is seeking direction from the board for its preference on how to obligate excess FARR funds. Following the meeting, staff will share the board's preferences with the Firearms and Archery Range Recreation Advisory Committee and solicit their comments. Staff will then put the proposal out for public comment. Staff expects to present the results along with a recommendation to the board early next year.

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017  
**Title:** 2017-2019 RCO Policy Work Plan  
**Prepared By:** Wendy Brown, Policy Director

#### Summary

This memo presents the 2017-19 policy work plan for the Recreation and Conservation Office policy team. Items on the plan include those related to the work of the Recreation and Conservation Funding Board, Salmon Recovery Funding Board, Habitat and Recreation Lands Coordinating Group, and Washington Invasive Species Council.

#### Board Action Requested

This item will be a:

<input type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input checked="" type="checkbox"/>	Briefing

### Background

The Recreation and Conservation Office (RCO) prepares a biennial work plan that guides policy development and implementation for that two-year period. In identifying the tasks for the work plan, RCO gathers information from staff and stakeholders about the policies used by the Recreation and Conservation Funding Board (board). This feedback, in addition to tasks identified during the board retreat in May 2017 and assignments that may be given to RCO by the Legislature (once the 2017-19 capital budget is passed), has resulted in the current list of policy items on the 2017-19 biennial work plan. Some of policy items are required to be completed by the end of the biennium or before, others are recommendations to the board by staff, and the remainder are items that staff will undertake as time allows. Completing all of these items is still dependent on the final budget numbers and sufficient staffing, which, as of the date of writing this memo, is still unknown.

The following table lists recommended policy items for staff to address in the 2017-19 biennium. While some of the policy work relates to boards or offices other than the Recreation and Conservation Funding Board, each item addresses important issues for RCO. However, because staff is obligated to complete required work, the amount of time to address additional items is limited. Given this limitation, staff has organized the policy work plan into a tiered approach based on the necessary timeline for completing an item; whether the item has been directed by the Legislature, Governor, or board; and the item's potential for meeting the priorities of the board, stakeholders, and staff.

The tiers are defined as follows:

- Tier 1: Items that are required by law, the Governor or previous board direction and/or necessary for RCO operations to be completed by June 2018.

- Tier 2: Items that have been identified as priorities by staff and/or are contained within an RCFB-approved plan and staff will address by June 2019.
- Tier 3: Items that staff will address by June 2019 or a later date if Tier One and Tier Two items are completed and if time and staffing allows.

Assignment	Description	Board
<b>Tier 1 – Required by Law, Governor or Previous Board Direction and/or Necessary for RCO Operations to be Completed by June 2018</b>		
<b>WWRP Statutory Changes – Phase 3</b>	Complete final phase of WWRP statutory change implementation to address multiple benefits, consideration of conservation easements, community support, operating and management costs, noxious weed costs, conferral, and public access.	RCFB
<b>SCORP</b>	Finalize the state comprehensive outdoor recreation and conservation plan and other related plans by December 31, 2017.	RCFB
<b>State Need Evaluation Question</b>	Revise the ‘state need’ evaluation question to incorporate updated demographic measures for underserved populations and opportunities for health improvements.	RCFB
<b>Waiver of Retroactivity</b>	Develop policies for waivers of retroactivity related to all costs incurred pending approval of a capital budget.	RCFB/SRFB
<b>Allowable Use Policy – State Parks Trails</b>	Update to Allowable Use Policy for State Parks’ trails	RCFB
<b>Compliance Policy</b>	Revise the compliance policy to allow RCO to be more responsive on minor conversion issues	RCFB/SRFB
<b>JLARC Study – Measuring Outcomes of Habitat and Recreation Acquisition and Regulations</b>	Participate in JLARC study of measuring outcomes of habitat and recreation acquisition and regulations.	RCO
<b>Land and Water Conservation Fund Evaluation Criteria</b>	Update the Land and Water Conservation Fund evaluation criteria.	RCFB
<b>Youth Athletics Facilities Program</b>	Update the Youth Athletics Facilities Program to address project eligibility, grant maximums, and other issues raised by stakeholders and evaluators.	RCFB
<b>Public Records – WAC Update</b>	Revise public records WAC to implement new legislation, including conducting a public hearing.	RCFB

Assignment	Description	Board
<b>Project Area Guidance</b>	Continue efforts to provide guidance to clarify the project area boundary and mapping requirements.	RCFB
<b>NOVA Grant Program Updates</b>	Update the Nonhighway and Off-road Vehicle Activities (NOVA) grant program to address issues of streamlining, improved transparency in Nonhighway Road eligibility, defining maintenance, equity in NOVA spending, coordination with other state agencies.	RCFB
<b>Sustainability and Environmental Stewardship Criteria</b>	Update the sustainability and environmental stewardship criteria to address sponsor and evaluator suggestions.	RCFB
<b>Lean Study (SRFB)</b>	Conduct a lean study to identify efficiencies in the process of developing projects for the SRFB. Implement any changes identified. To be done only if there is a 2017-19 capital budget.	SRFB
<b>Update the Public Lands Inventory</b>	Update the GIS-based public lands inventory with current state agency land acquisition parcel and meta-data. To be done only if there is a 2017-19 capital budget.	RCO
<b>Contingency Planning for SRFB funding</b>	Form a workgroup to develop contingency plans for major loss of state and/or federal funding.	SRFB
<b>Delisting of Salmon</b>	Develop strategies for the SRFB that enables progress toward the goal of delisting one or more salmon runs in the next ten years.	SRFB
<b>Actions Necessary to Implement a No Capital Budget Scenario</b>	Identify and implement actions necessary to take should the Legislature not pass a capital budget for the 2017-19 biennium.	RCFB/SRFB

**Tier 2 – Priorities Identified by Staff and/or RCFB-Approved Plans and to be Completed by June 2019**

<b>State Agency Land Acquisition Strategy</b>	With the Habitat and Recreation Lands Coordinating Group, develop a 6-year strategy on land acquisition for State Parks, WDFW, and DNR. Incorporate as an appendix to SCORP.	Lands Group
<b>Underserved Communities and Communities In Need</b>	Evaluate if grant programs are effectively addressing the needs of underserved communities and communities in need and make adjustments as needed. Identify options for reduced planning requirements for small agencies and assess implementation of the population proximity statute.	RCFB
<b>Matching Grant Policy, Phase 1</b>	Review the matching grant policy to identify if the current policies and practices create a barrier to the distribution of funds to the greatest number of projects. Phase 1 will involve a data gathering exercise.	RCFB/SRFB

Assignment	Description	Board
<b>Matching Grant Policy, Phase 2</b>	Review the matching grant policy to identify if the current policies and practices create a barrier to the distribution of funds to the greatest number of projects. Phase 2 will clarify goals and options for addressing issues identified in the data gathering stage.	RCFB/SRFB
<b>Implement Actions from the State Plans, Phase 1</b>	Implement the following actions from the State Trails, Athletic Facilities, and Boating Plans: maintain inventory of mapped trails, maintain inventory of mapped athletic facilities, and modify control and tenure requirements.	RCFB
<b>Climate Resiliency</b>	Determine how to address climate resiliency as part of the grant application process or how to use the grant process to educate applicants about climate impacts. Begin by inviting climate expert from the University of Washington to discuss the role of grant-making agencies in finding climate solutions.	RCFB/SRFB
<b>Conservation Easement Template</b>	Develop an updated template for conservation easements.	RCO
<b>Water Rights</b>	Develop long-term policy and guidance for water rights acquired with grant funds. Modify current board policy on appraisals to be relevant for water rights acquisitions.	SRFB
<b>Capacity Allocation Formula</b>	Following the lean study, work with regions and lead entities to identify how to more equitably and efficiently allocate capacity funding.	SRFB
<b>Project Allocation Formula</b>	Work with regions to address the policy issues that need to be addressed in order to revise the project allocation formula. Bring unresolved policy issues to the board and then recommend a new allocation formula for board consideration.	SRFB
<b>SRFB's Role in Salmon Recovery Beyond Habitat Projects</b>	Work with the Salmon Recovery Funding Board to discuss their role in statewide salmon recovery beyond the funding of habitat restoration projects.	SRFB
<b>Feral Swine Law</b>	Investigate the options and willingness of partner agencies to pursue new legislation to prohibit hunting of feral swine.	WISC
<b>Invasive Species Policy Forum</b>	Scope and facilitate a regional policy forum on invasive species issues.	WISC
<b>Washington Invasive Species Council Work Plan</b>	Create a 2019-2020 WISC work plan aligned with the biennial report.	WISC

Assignment	Description	Board
<b>Use of Upland Areas Acquired with SRFB and RCFB Funds</b>	Provide guidance on the types of uses allowed on upland property acquired in conjunction with adjacent riparian or near shore land necessary for salmon recovery, conservation, and recreation projects.	RCFB/SRFB
<b>WWRP Urban Wildlife Habitat Category Updates</b>	Update the Urban Wildlife Habitat Category of the Washington Wildlife and Recreation Program to ensure the most important projects are being funded.	RCFB
<b>WWRP Riparian Habitat Category Updates</b>	Update the Riparian Habitat Category of the Washington Wildlife and Recreation Program to address the issues raised by the Advisory Committee.	RCFB
<b>Public Land Acquisition</b>	Identify the board's role on the public land acquisition issue.	RCFB
<b>Tier 3 – Assignments to be Completed as Time Allows</b>		
<b>Public Lands Stewardship</b>	Determine the role of the RCFB in the stewardship of public lands.	RCFB
<b>Implement Actions from the State Plans, Phase 2</b>	Implement the following actions from the State Trails and Boating Plans: evaluate the state recreation trails designation program, maintain high satisfaction around boating experiences and facilities, promote environmental stewardship and safety, fund development of multiple use sites that reduce user conflict, obligate grants in a single biennium in the Boating Facilities Program state agency category, support the paddle sports community and facility providers.	RCFB
<b>Revise How Manuals are Prepared and Published</b>	Develop procedures for revising manuals, consider alternative forms for publication, implement changes, and ensure compliance with RCW 42.56.070(3)(c).	RCO
<b>Contract Improvements</b>	Move to an electronically-generated contract that is specific to each grant program and to a completely paperless contract with use of electronic signatures. Update and simplify grant contract language.	RCO



## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** October 11-12, 2017  
**Title:** Ruckelshaus Center Proposal on Recreational Fee Setting  
**Prepared By:** Wendy Brown, Policy Director

#### Summary

This memo summarizes the background information on the work done to date to address consistency, equity, and simplicity in Washington's recreational fee systems.

#### Board Action Requested

This item will be a:

- ☐ Request for Decision
- ☐ Request for Direction
- ☒ Briefing

In 2016, the Washington State Legislature directed the Washington State Parks and Recreation Commission (State Parks), in partnership with the Washington Departments of Fish and Wildlife and Natural Resources, to develop options and recommendations for improved consistence, equity, and simplicity in recreational access fee systems while accounting for the fiscal health and stability of public land management. State Parks hired the William D. Ruckelshaus Center to facilitate the process and has brought in numerous stakeholders to be a part of it.

At this point, the group has defined four possible scenarios for an improved recreational access fee system. The options all assume retention of special use fees (e.g., for campgrounds, hunting and fishing licenses, backcountry access), are not mutually exclusive, and are not enumerated in preferential order:

**Scenario 1. Opt-In Tweak:** This scenario makes administrative or programmatic improvements to the current system, where people who opt to recreate on public lands pay user-based recreation fees and passes. Components of scenario 1 include consistent free days and eligibility for free or reduced fee programs, joint marketing and land management efforts, and common information on passes available at all points of sale.

**Scenario 2. Opt-In Plus:** Scenario 2 is similar to scenario 1 but pass products and prices change. Here the Discover Pass is the 'base pass' with options to add endorsements (e.g., Sno-Park Pass, Northwest Forest Pass). Other components of this scenario include a fee coordination board to set pass prices, distribute revenue, and recommend reduced fee programs; and consistent pass transferability. The Recreation and Conservation Funding Board has been mentioned as a possible fee coordination board.

**Scenario 3. Opt-Out:** In this scenario, buying a discounted Discover Pass at the time of vehicle registration becomes the default option, though vehicle owners may opt out of paying the fee. If a vehicle owner opts out, they would have a different color or style license tab and still retain the ability to purchase a full-price Discover Pass at a later point. Components suggested to date include revenue-

sharing agreements with local and federal agencies, current passes and permits retained for out-of-state visitors and individuals who choose to opt out at time of registration, and donation opportunities to support free and reduced fee programs.

**Scenario 4. All-In:** This scenario embodies the idea that the public supports public lands – not just users. At the time of registration, all vehicle owners are required to pay a fee supporting recreation on public lands. Components of scenario 4 suggested to date include eliminating the Discover Pass and recalibrating funding allocations to state agencies, creating a granting program to support equity and public land access, and developing revenue-sharing agreements with local and federal agencies.

Jon Snyder, Recreation Policy Advisor to Governor Inslee, will present to the board additional information about the process.

## RECREATION CONSERVATION FUNDING BOARD

### Action Summary

October 11 & 12, 2017

## WEDNESDAY, October 11

Item	Formal Action	Follow-up Action
<b>OPENING AND MANAGEMENT REPORTS</b>		Meeting opened at 9:00 a.m.
<b>Opening and Call to Order</b> <ul style="list-style-type: none"><li>• Roll Call and Determination of Quorum</li><li>• Review and Approval of Agenda</li><li>• Recognition - Resolution 2017-30</li><li>• Remarks of the Chair</li></ul>		Follow-up action requested? <b>Y/N</b>  Member Milliern <b>MOVED</b> approval of the agenda. Member Deller <b>SECONDED</b> . Agenda <b>APPROVED</b> as presented.  Unanimous approval of <b>Resolution 2017-30</b> – recognizing Lorinda Anderson's time with the agency.
<b>1. Consent Agenda</b> <ul style="list-style-type: none"><li>A. Approve September 14, 2017 Meeting Summary</li><li>B. Revision to the Acquisition Partnership Policy</li><li>C. Volunteer Recognition for Advisory Committees</li><li>D. Time Extension Requests<ul style="list-style-type: none"><li>• Town of Winthrop, Susie Stephens Trail Phase 2 (RCO #12-1122)</li></ul></li></ul>	Decision Motion: <b>Y</b> / <b>N</b>	Follow-up action requested? <b>Y/N</b>  <a href="#">Resolution 2017-31</a>  <b>MOVED:</b> Member Deller <b>SECOND:</b> Member Ready <b>APPROVED</b> as presented
<b>2. Director's Report</b> <i>Compliance</i> <ul style="list-style-type: none"><li>• Spokane River Redevelopment/Compliance Update</li><li>• Kitsap Rifle and Revolver Club, Compliance Update</li></ul> <i>Legislative, Budget, and Policy Update</i> – part of Kaleen's update	Briefings	Follow-up action requested? <b>Y/N</b>  <ul style="list-style-type: none"><li>• Tribal consultations – interesting part of what we do. Invite Sarah Thirtyacre to explain how tribal consultations work in January)</li><li>• SCORP plan – Governor approved the letter and plans to get the video completed next week.</li></ul>
<i>Grant Management Report</i> <i>Featured Projects</i> <ul style="list-style-type: none"><li>• Clallam County, Spruce Railroad McFee Tunnel, RCO #14-1124D</li></ul>		No follow up needed

- City of Bellevue, Inspiration Playground, RCO #14-1716D
- Ferry County, Ferry County Rail Trail, RCO #14-1677D

### 3. State Comprehensive Outdoor Recreation Plan (SCORP): Adopt Final Plans

- Board Unifying Strategy
- State Comprehensive Outdoor Recreation Plan (SCORP)
- Boating Grant Programs Plan
- State Community Outdoor Athletic Fields Plan
- State Trails Plan Nonhighway and Off-road Vehicle Activities (NOVA) Plan

Decision  
Motion: Y/  
N

Follow-up action requested? Y/N

- Add definitions and explanations for Member Gardow (pop ups)
- Make more forceful - Suggested wording to "assert" or "advocate" in the positions – making it more forceful. Put a stake in the ground.
- Leslie and Susan come to talk about the communication plan in January

[Resolution 2017-32](#)

**MOVED:** Member Ready

**SECONDED:** Member Shiosaki

**APPROVED** subject to amendments to incorporate board comments

### BREAK for Lunch

### Executive Session: Director's Evaluation

Recessed at 12:25

Reconvened at 1:30

### 4. Washington Wildlife and Recreation Program (WWRP) Match Waiver Policy

Decision  
Motion: Y /  
N

Follow-up action requested? Y/N

[Resolution 2017-33](#)

**MOVED:** Member Deller

**SECONDED:** Member Shiosaki

#### Amendment 1:

Member Gardow **MOVED** to remove the federal disaster portion of the resolution

Member Herzog **SECONDED** this

Member Gardow – Aye; remaining members nay – the nays have it

#### Amendment 1 FAILED

#### Amendment 2:

Mike Deller made the **MOTION** to amend resolution by including alternative language brought forward by staff– Member Herzog

**SECONDED.**

**Amendment 2 APPROVED**

		<p><b>Amendment 3:</b></p> <p>Member Milliern – made a <b>MOTION</b> to amend resolution to <b>allow co-sponsored projects</b> in the federal disaster track</p> <p>Member Deller <b>SECONDED</b></p> <p><b>Amendment 3 APPROVED</b></p> <p><b>Amendment 4:</b></p> <p>Member Milliern made a <b>MOTION</b> to amend the resolution to use median family income in</p> <p>Noted that it was already in the language</p> <p><b>Amendment 4 – WITHDRAWN</b></p> <p><b>Amendment 5:</b></p> <p>Member Milliern <b>MOVED</b> to retain 80% in community in need pathway</p> <p><b>SECONDED</b> by Member Gardow</p> <p>Member Milliern: aye; remaining members nay</p> <p><b>Amendment 5 FAILED</b></p> <p><b>Resolution 2017-33 as amended:</b></p> <p>All members voted aye except Member Gardow who voted nay.</p> <p><a href="#">Resolution 2017-33</a></p> <p><b>APPROVED as amended</b></p>
5. Youth Athletic Facilities (YAF) Policies and Evaluation Criteria	Decision Motion: Y / N	<p>Follow-up action requested? Y/N</p> <p>The policy was amended prior to the motion. Those amendments are reflective of the changes which were incorporated into the WWRP Match Waiver policy and an additional change in the wording for nonprofit organizations:</p> <p><i>For nonprofit organizations the population of the jurisdiction where the project lies will apply.</i></p> <p><b>Amended Resolution 2017-34</b></p> <p><b>MOVED:</b> Member Milliern</p> <p><b>SECONDED:</b> Member Deller</p> <p>Member Gardow <b>MOVED</b> to amend Native American tribes wording</p> <p>Motion died through lack of a <b>SECOND</b></p> <p><b>Amended Resolution 2017-34 APPROVED</b></p>



<b>6. WWRP Forestland Preservation Category Ranked List</b>	Decision Motion: <b>Y</b> / N	Follow-up action requested? <b>Y/N</b> Kim Sellers provided an overview of this new grant program and project applications received.  Resolution 2017-35 approves the 2017-19 ranked list of projects  <b>MOVED:</b> Member Gardow <b>SECONDED:</b> Member Herzog Resolution 2017-35 <b>APPROVED</b> as presented
<b>7. Control and Tenure Policy</b> for projects on state owned aquatic lands.	Direction	Follow-up action requested? <b>Y/N</b> – include visual graphic when going out to public comment  Adam will include the flow chart on how the policies align when he puts the policy out for public comment.
<b>8. State Agency Partner Reports</b> <ul style="list-style-type: none"> <li>• Department of Natural Resources</li> <li>• State Parks and Recreation Commission</li> <li>• Governor's Outdoor Recreation Policy Advisor</li> <li>• Department of Fish and Wildlife – Excused from this meeting</li> </ul>	Briefings	Follow-up action requested? <b>Y/N</b> <ul style="list-style-type: none"> <li>• DNR - offered to have Josh Wilund, DNR's Rural Community Partnership Program, come to the January 2018 meeting to give an overview of this program</li> <li>•</li> </ul>
<b>5:00 p.m. RECESS FOR THE DAY</b>		Recessed at 4:45 Reconvene at 9:00 a.m.

## THURSDAY, October 12

Item	Formal Action	Follow-up Action
<b>OPENING AND BOARD BUSINESS</b>		Reconvened at 9:00 a.m.

<b>Opening and Call to Order</b>		Follow-up action requested? <b>Y/N</b>
<ul style="list-style-type: none"> <li>Roll Call and Determination of Quorum</li> </ul>		Joe Stohr absence excused
<b>General Public Comment</b>		No general public comment
<b>9. Remaining Washington Wildlife and Recreation Program (WWRP) Phase III Changes</b>	Direction	<p>Follow-up action requested? <b>Y/N</b></p> <p>Leslie Connelly provided an overview of the phase III changes to WWRP. The board provided feedback and suggestions for change. Leslie will incorporate the changes and get out for public comment. This item will come back to the board in January for decision.</p>
<b>10. Washington Wildlife and Recreation Program Requirement for Conferral with Local Government on Acquisition Projects</b>	Briefing	Follow-up action requested? <b>Y/N</b>
<b>11. Amendment to Allowable Uses Policy for Agricultural Use on Board-funded State Parks Trails</b>	Direction	<p>Follow-up action requested? <b>Y/N</b></p> <p>Send out for public comment and return to the board for decision (in April)</p>
<b>12. Board's Strategic Plan</b>	<p>Decision</p> <p>Motion: <b>Y / N</b></p>	<p>Follow-up action requested? <b>Y/N</b></p> <p>Member Deller made a motion to change the plan wording to use climate change not resiliency. <b>SECONDED</b> by Member Shiosaki. <b>APPROVED</b></p> <p>Member Shiosaki <b>MOVED</b> to approve the board strategic plan as amended.</p> <p><b>SECONDED</b> by Member Deller</p> <p>The RCFB strategic plan was <b>APPROVED</b> as amended.</p>
<b>13. Options for Education, Maintenance and Planning Grants</b>	<p>Decision</p> <p>Motion: <b>Y / N</b></p>	<p>Follow-up action requested? <b>Y/N</b></p> <p><a href="#">Resolution 2017-36</a></p> <p>Member Deller made a <b>MOTION</b> to approve Resolution 2017-36 to waive match in certain NOVA grants</p> <p><b>SECONDED</b> by Member Gardow</p> <p>Chair Willhite and Member Gardow voted nay – others voted yea</p>

		Resolution 2017-36 – <b>APPROVED</b> as presented
<b>14. 2018 Grant Cycle</b>	Briefing	Follow-up action requested? <b>Y/N</b> Come back in January with update – if new information comes up before then that needs board direction or approval we will have a conference call
A. How to Conduct the 2018 Grant Round in the Absence of a Capital Budget		
B. Recreational Trails Program (RTP) Federal Fiscal Year 2018 Funding: Use of Unobligated Funding in Motorized Category	Direction	Follow-up action requested? <b>Y/N</b>  Member Milliern - <b>MOVED</b> – to use options 7, 3, and 4 and raise eligible cost to \$200,000 Member Deller <b>SECONDED</b>  Member Gardow and Herzog voted nay – others voted yea  <b>APPROVED</b>
C. Firearms and Archery Range Recreation (FARR) Program: Use of 2017-19 Unobligated Funding	Direction	Follow-up action requested? <b>Y/N</b>  Work on cost increase proposal and get advice from the advisory committee.
<b>15. 2017-19 Policy Work Plan</b>	Briefing	Follow-up action requested? <b>Y/N</b>
<b>16. Joint Legislative Audit and Review Committee (JLARC):</b> Update on <i>Study on Measuring Outcomes of Habitat and Recreation Acquisitions and Regulations</i>	Briefing	Follow-up action requested? <b>Y/N</b> Either have JLARC come back in January or have Wendy brief the board.
<b>17. Ruckelshaus Center Proposal on Recreational Fee Setting</b>	Briefing	Follow-up action requested? <b>Y/N</b> Ask Jon Snyder to come back to next meeting or one after with next steps
<b>ADJOURN</b>		2:40 adjourned



## RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

**Date:** October 11 & 12, 2017

**Place:** Natural Resources Building, Olympia Campus, First Floor, Room 172, 1111 Washington Street SE, Olympia, WA 98501

### Recreation and Conservation Funding Board Members:

---

<b>Ted Willhite, Chair</b>	Seattle	<b>Kathryn Gardow</b>	Seattle
<b>Mike Deller</b>	Mukilteo	<b>Brock Milliern</b>	Designee, Department of Natural Resources
<b>Michael Shiosaki</b>	Seattle	<b>Peter Herzog</b>	Designee, Washington State Parks
<b>Danica Ready</b>	Winthrop		

---

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

### OPENING AND CALL TO ORDER

Chair Willhite called the meeting to order at 9:00 a.m. Staff called roll and a quorum was determined. Seven members were present; Member Stohr's absence was excused.

Member Milliern **MOVED** approval of the agenda. Member Deller **SECONDED**. The agenda was **APPROVED** as presented.

The board reviewed **Resolution 2017-30**, honoring Ms. Lorinda Anderson for her 39+ years of service. She will be retiring from state service this December. Her expertise and historical knowledge of the agency will be greatly missed. Several colleagues came forward to wish her well.

### Item 1: **CONSENT AGENDA - Decision**

The board reviewed **Resolution 2017-31**, Consent Agenda, which included approval of the September 14, 2017 meeting minutes, revision to the Acquisition Partnership Policy, Volunteer Recognition for Advisory Committees and a time extension request for RCO Project #12-1122.

#### **Resolution 2017- 31**

**MOVED BY:** Member Deller

**SECONDED BY:** Member Ready

**APPROVED** as presented

### Item 2: **DIRECTOR'S REPORT - Briefings**

Director Cottingham provided an overview of happenings since the last Board meeting including:

- The Capital budget – Not yet adopted; no additional information
- Submitted a supplemental budget request to increase federal funding allocations
- Centennial Accord meeting with tribes – no recreation issues raised
- Ribbon cuttings and ground breaking events
- Recruiting to replace volunteer coordinator position
- Preparing to recruit for the Board Liaison position after a capital budget is passed
- Will be attending the National Association of State Outdoor Recreation Liaison Officers (NASORLO) Conference

- Provided Board members with a copy of the RCO Strategic Plan

RCO Staff Kyle Guzlas and Scott Robinson provided updates on two projects:

- Spokane River redevelopment and conversion issue. The city of Spokane has gone out for public input before proceeding with the original plan.
- Kitsap Rifle and Revolver Club compliance issue ([#03-1156](#)). Written public comments pertaining to this project were included in the board packets. RCO will continue to reach out to the club, work with the AAG, and come back to the board in 2018 with a recommendation for going forward.

*Public Comment:*

*Marcus Carter, Kitsap Rifle and Revolver Club Executive Director, and Brad Smith, Kitsap Rifle and Revolver Club President, provided comments supporting the Kitsap Rifle and Revolver Club.*

**Grant Management Report:**

Marguerite Austin provided an update on the grant work her staff completed since the last reporting period.

Featured projects for this meeting included:

- Spruce Railroad McFee Tunnel Project [#14-1124D](#) presented by Ben Donatelle
- City of Bellevue's inspiration playground [#14-1716D](#) presented by Karen Edwards
- Ferry County Rail Trail project [#14-1677D](#) presented by Kyle Guzlas

### **Item 3: STATE COMPREHENSIVE OUTDOOR RECREATION PLAN (SCORP): ADOPT FINAL PLANS - Decision**

To be eligible for federal and state grant funds, the Recreation and Conservation Office is required to prepare a State Comprehensive Outdoor Recreation Plan (SCORP). This document also includes plans for trails, community athletic facilities, boating, and Nonhighway and Off-road Vehicle Activities (NOVA) programs, and the Board's state unifying strategy. Leslie Connelly provided the draft Executive Summary and reviewed the new [Plan Website](#). She requested board approval of the final draft plans. After board action, the State Comprehensive Outdoor Recreation Plan will be submitted to the Governor for final approval and then sent on to the National Park Service for final acceptance.

Board members discussed the plan and suggested:

- Adding several definitions and explanations (pop ups)
- Changing the wording from "position" as a Vital Public Service to "assert" or "advocate" to make the plan more forceful

[Resolution 2017- 32](#)

**Moved By:** Member Ready

**Seconded By:** Member Shiosaki

**APPROVED** with condition to incorporate the board comments about definitions and "assert"

Leslie and Susan Zemek will present the communication plan at the next Board meeting.

*Public Comment:*

*Ted Jackson, Washington ATV Legislative Liaison, asked the board to consider including an addendum to the plan to address ADA issues in more detail and to look into the fuel use for NOVA.*

## **EXECUTIVE SESSION/LUNCH: DIRECTOR'S EVALUATION (Board Members Only)**

The board adjourned at 12:25 p.m. to an Executive Session to perform the Director's annual review.

The regular meeting reconvened at 1:30 p.m.

### **Item 4: WASHINGTON WILDLIFE AND RECREATION PROGRAM (WWRP) MATCH WAIVER POLICY - Decision**

Adam Cole presented this agenda item. He provided an overview of the process and how the recommendation was developed.

Board members discussed the staff proposal.

#### *Public Comment:*

Andrew Austin, Tacoma Metro Parks, noted how the recommendation does a good job meeting the legislative mandate.

#### **Resolution 2017-33**

**MOVED:** Member Herzog

**SECONDED:** Member Milliern

#### *Board Discussion:*

##### **Amendment 1:**

Member Gardow made a **MOTION** to remove the federal disaster portion of the resolution.

Member Herzog **SECONDED**.

Question called: Member Gardow voted yea, remaining members voted nay.

##### **Amendment 1 FAILED**

##### **Amendment 2:**

Member Deller made the **MOTION** to amend the resolution by adding the statement that staff brought forward allowing the Director to accept alternative data.

Member Herzog **SECONDED**.

No discussion

##### **Amendment 2 APPROVED**

##### **Amendment 3:**

Member Milliern made the **MOTION** to amend the resolution to allow for partner projects in the federal disaster pathway

Member Deller **SECONDED**

##### **Amendment 3 APPROVED**

##### **Amendment 4:**

Member Milliern made the **MOTION** to use median family income.

Staff noted that this language is already in the proposal.

##### **Amendment 4 – WITHDRAWN**



**Amendment 5:**

Member Milliern made the **MOTION** to retain 80% in the community in need pathway.

**SECONDED** by Member Gardow. The Board discussed this proposal.

Member Milliern voted yea, remaining members voted nay.

**Amendment 5 FAILED**

With no more amendments, the Chair called the question for **Resolution 2017-33:**

Member Gardow voted nay, remaining members voted yea.

Resolution 2017-33 **APPROVED** as amended

**Item 5: YOUTH ATHLETIC FACILITIES (YAF) POLICIES AND EVALUATION CRITERIA - Decision**

Adam Cole presented this agenda item and provided an overview of the process and procedures for getting the recommendations before the Board.

The policy was amended prior to the motion to include amendments reflective of the changes which were incorporated into the WWRP Match Waiver policy (agenda item 4) and an additional change in the wording for nonprofit organizations:

*"For nonprofit organizations the population of the jurisdiction where the project lies will apply."*

**Resolution 2017-34**

**MOVED:** Member Milliern

**SECONDED:** Member Deller

Member Gardow made a **MOTION** to amend Native American tribes wording. This Motion died through lack of a **SECOND**.

Resolution 2017-34 **APPROVED** as previously amended.

**Item 6: WWRP FORESTLAND PRESERVATION CATEGORY RANKED LIST - Decision**

Kim Sellers provided an overview of this new grant program and project applications received.

**Resolution 2017-35** approves the 2017-19 ranked list of projects.

Member Gardow asked about land ownership term and mechanism and if a forest plan was required. Ms. Sellers and Director Cottingham explained that the property would need to follow the forest practice rules and the land preserved in perpetuity through a conservation easement that extinguishes all development rights.

**Resolution 2017-35**

**MOVED:** Member Gardow

**SECONDED:** Member Herzog

**APPROVED** as presented.

## **Item 7: CONTROL AND TENURE POLICY FOR PROJECTS ON STATE OWNED AQUATIC LANDS -**

### **Direction**

Adam Cole provided an overview of this topic requesting board direction prior to putting the policies out for public comment.

The board discussed the policy and suggested revisions.

Michael Rechner, Department of Natural Resources came forward to help explain this proposal and why DNR is supportive of this policy revision.

Cynthia Wilkerson, Department of Fish and Wildlife (WDFW), reported that WDFW will continue to work with DNR and Recreation and Conservation Office to develop this policy. She would like to include a graphic of the step process in the proposal.

Adam will include the flow chart graphic on how the policies align before putting out for public comment.

## **Item 8: STATE AGENCY PARTNER REPORTS - Briefings**

Department of Natural Resources representative Brock Milliern discussed repercussions for the agency due to the lack of a capital budget. He also talked about the Rural Communities Partnership Initiative and offered to have DNR's Community Development Director Josh Wilund present on this program at a future board meeting.

State Parks and Recreation Commission (Commission) representative Peter Herzog also discussed the lack of capital budget, agency layoffs, and reported the Commission is ready to submit its supplemental budget request. The Commission is doing some good things such as the central reservation contract with Camas, Lake Sammamish Boat house winning another award, and Tribal consultations.

Governor's Office representative Outdoor Recreation Policy Advisor Jon Snyder reported on the new rural communities program in the Governor's office, how the National Forest Service in Region 6 will be raising fees, and that the Governor approved the SCORP submittal letter and will complete the introductory video in the next week.

**RECESSED FOR THE DAY AT 4:40 P.M.**

## THURSDAY, OCTOBER 12

### CALL TO ORDER

Reconvened at 9:00 a.m. Roll Call and Determination of Quorum. Seven members were present; Member Stohr's absence was excused.

### GENERAL PUBLIC COMMENT

No general public comment provided

### Item 9: REMAINING WASHINGTON WILDLIFE AND RECREATION PROGRAM (WWRP) PHASE III CHANGES - Direction

Leslie Connelly provided an overview of the WWRP phase III changes.

#### Public Comment

- *Hannah Clark, Executive Director Washington Association of Land Trusts and Washington Wildlife and Recreation Coalition Board member*, discussed multiple benefits and the need to make sure this meets the needs of the stakeholders.
- *Cynthia Wilkerson, Washington Department of Fish and Wildlife Lands Division Manager*, came to support the work that has been done and also wanted to have more conversation about multiple benefits.

#### Board Discussion:

The Board discussed several changes to the policies and clarification language. Leslie will incorporate board changes before releasing the proposals for public comment. This will come back to the board in January for decision.

### Item 10: WASHINGTON WILDLIFE AND RECREATION PROGRAM REQUIREMENT FOR CONFERRAL WITH LOCAL GOVERNMENT ON ACQUISITION PROJECTS - Briefing

Marguerite Austin provided an overview of the statutory changes to the WWRP program that requires applicants submitting acquisition projects to "review the proposed project application and confer with the county or city with jurisdiction over the project area prior to applying for funds for the acquisition of property." This requirement will apply to applicants submitting WWRP grant proposals in 2018.

Marguerite explained that RCO staff is updating the *Local Review of Acquisition Projects* in manuals and have developed an outreach strategy to help inform perspective applicants of this new statutory requirement.

The board asked other clarifying questions on this topic.

### Item 11: AMENDMENT TO ALLOWABLE USES POLICY FOR AGRICULTURAL USE ON BOARD-FUNDED STATE PARKS TRAILS - Direction

Myra Barker presented a draft exception to the Allowable Use Policy for agricultural-related use on State Parks' John Wayne Pioneer Trail. She asked for board input and direction before finalizing a formal draft for distribution for public comment.

Board members asked clarifying questions and provided additional guidance.

Myra thanked the board for their input and will revise the proposal before sending out for public comment. This will come back to the board for decision in 2018.



## Item 12: BOARD'S STRATEGIC PLAN - Decision

At the Recreation and Conservation Funding Board's September 2017 meeting a request was made to revisit how to best incorporate the subject of climate change in the Board's strategic plan before final approval.

Scott Robinson reviewed the board's strategic plan and provided options to address climate change versus climate resiliency.

Chair Willhite wants to address this in a more general way. It's an educational issue. He would like to ask applicants how climate change may affect their project or how they are addressing climate change. The Board wants to be bold and he feels the use of the word "resiliency" is passive whereas "climate change" is bolder.

Member Ready feels the word "resiliency" is too broad. She is okay with using climate change in this case.

Scott reported that Amy Snover with the University of Washington's Climate Impact Group will come to the January RCFB meeting to discuss this issue with the board.

Member Deller made the **MOTION** to change the plan wording from resiliency to climate change. **SECONDED** by Member Shiosaki. Board **APPROVED** the change.

Member Shiosaki **MOVED** approval of the Board's Strategic Plan as amended. Member Deller **SECONDED**. The RCFB Strategic Plan **APPROVED** as amended.

*Since the Board was ahead of schedule and guest presenters had time constraints, the agenda was adjusted. Item 14A and 14B were heard before the lunch break. Item 13 after lunch as proposed, then Items 17, 16, 14C, and 15 were heard.*

## Item 14A: 2018 GRANT CYCLE - Briefing

The Washington State Legislature has not yet adopted the 2017-19 capital budget but is expected to do so during the next legislative session. This will put our processes more than 6 months behind schedule. The Legislature could take action in January 2018 or as late as the end of the regular 2018 session. RCO staff and the board are quite concerned with impact on timing and workload once the capital budget is passed. Scott Robinson discussed the various options and workload concerns with the Board. After discussion, the board directed staff to move forward with grant cycle processes using the normal timeline for applications and project review/evaluations.

## Item 14B: 2018 GRANT CYCLE – RECREATIONAL TRAILS PROGRAM FEDERAL FISCAL YEAR 2018: USE OF UNOBLIGATED FUNDING IN MOTORIZED CATEGORY - Direction

Darrell Jennings reviewed the six options proposed by the RTP Advisory Committee for obligating excess RTP funds along with the pros and cons for each and an additional option seven.

Based on the board's preference, staff will share the option(s) with the Recreational Trails Program Advisory Committee, then put proposals out for public comment. Staff expects to present the results along with a final recommendation to the board early next year.

After discussion, Member Milliern made a **MOTION** to use the following options (in this order) as presented by staff:

- 7 - Offer scope and cost increases to motorized proposals
- 3 - Partially fund motorized portions of Compatible Use category projects
- 4 - Fund eligible ORV projects on NOVA list

- And raise eligible cost to \$200,000

Member Deller **SECONDED**.

Members Gardow and Herzog voted nay, remaining members voted yea. Motion **APPROVED**.

*Public Comment:*

*Ted Jackson, RTP Advisory Committee member, presented his idea for the use of the funds. This was not one of the 7 options previously presented to the board. Mixed use study for ORV use on forest service roads and trails.*

**Item 13: OPTIONS FOR EDUCATION, MAINTENANCE AND PLANNING GRANTS - Decision**

Darrell Jennings presented a request to waive all or a portion of the match commitments for education and enforcement and maintenance and operation grant proposals for the Nonhighway and Off-road Vehicle Activities (NOVA) program. This would apply only to applications submitted in 2016. The goal is to free up applicant resources so they can continue to fund their non-construction programs and retain staff until the Legislature approves a 2017-19 capital budget that gives full spending authority for 2016 grant applications.

Resolution 2017-36

**MOVED:** Member Deller

**SECONDED:** Member Gardow

*Board Discussion:*

The board discussed the options and how this might affect the applicants and integrity of the program. Integrity of the program is key.

Chair Willhite and Member Gardow voted nay, remaining members voted yea. Resolution 2017-36 **APPROVED** as presented.

**Item 17: RUCKELSHAUS CENTER PROPOSAL ON RECREATIONAL FEE SETTING - Briefing**

Jon Snyder provided an update on the Ruckelshaus Center process to look at ways to simplify the number of passes needed for recreation in Washington State. Jon provided a draft of the working document. He noted this will change considerably through the process which is due for completion in November.

The Board discussed recreational fees and provided their thoughts on the process. Jon will come back to the Board once the proposal is completed.

**Item 16: JOINT LEGISLATIVE AUDIT AND REVIEW COMMITTEE (JLARC): UPDATE ON STUDY ON MEASURING OUTCOMES OF HABITAT AND RECREATION ACQUISITIONS AND REGULATIONS - Briefing**

JLARC staff, Eric Thomas and Suzanna Pratt, presented this agenda item.

Suzanna shared the three questions being studied and reported how the study is moving forward. Eric reported staff are currently writing the report and will have a draft out for agency review on October 19. The report will be presented to the JLARC Committee in December. RCFB will be briefed on the outcomes at the January Board meeting.



**Item 14C: 2018 GRANT CYCLE - FIREARMS AND ARCHERY RANGE RECREATION (FARR)**

**PROGRAM: USE OF 2017-19 UNOBLIGATED FUNDING - Direction**

Marguerite Austin asked the board for direction on how to expend anticipated unused funds for the Firearms and Archery Range Recreation (FARR) Program. She provided six options for board consideration along with the pros and cons for each option. She reported staff prefers options 3 and 4, which would use unused funds for cost increases and hold an open grant cycle.

The Board discussed the options. Chair Willhite noted concern with the extra funds and believes more outreach is needed for this program.

The Board directed staff to work on the cost increases and get advice from the advisory committee for the remaining funds.

**Item 15: 2017-19 POLICY WORK PLAN - Briefing**

Wendy Brown briefed the Board on the 2017-19 agency policy work plan. She reviewed the process used to highlight the highest priority projects.

She noted how the delay in the capital budget will postpone this work.

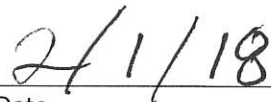
**CLOSING**

The meeting was adjourned at 2:40 p.m. by Chair Willhite. The next meeting is scheduled January 31 & February 1, 2018, in Olympia.

**Approved by:**



Theodore Willhite, Chair



Date



## PUBLIC COMMENT

**From:** Donna

**Sent:** Tuesday, September 12, 2017 12:49 PM

**Cc:** [mayor@townofwilkeson](mailto:mayor@townofwilkeson); [clerk@townofwilkeson](mailto:clerk@townofwilkeson)

**Subject:** Re: Public comment for board meeting

**Item 4: "Options to allow 2016 Applicants to Proceed with Certain Aspects in Light of the Capital Budget Situation."**

**Thank you for allowing comment. This summer, the Town of Wilkeson placed 3rd on the RCO's WWRP award list (thank you!) and we are eager to move forward on at least half of the town park project as soon as possible. Our project is basically two fold- 1) replacing worn playground equipment with new and 2) leveling the adjacent play field. Most of the RCO funds are set aside for the playground equipment costs. The field work will take the least amount of cash in this project (town could wait for reimbursement in 2019) and can be done right away. Pending our construction contractor's schedule and approval, we would like to move forward this year on leveling the field in 2018 for good reason. Fall season is the best time for excavating work as it is nice and dry from summer. Often fall through winter is an easier time for our in-kind field labor and also means our small town maintenance staff is more available to help than during the growing spring season.**

**Donna Hogerhuis, Wilkeson Council Member and Project Coordinator**

**cc: Robert Walker, Mayor**

**Trisha Summers, Town Clerk**

## PUBLIC COMMENT

**From:** Sarah Lopez

**Sent:** Tuesday, September 12, 2017 9:36 AM

**Subject:** public comment for RCO funding board Sept 14

**Dear WA State Recreation and Conservation Funding Board:**

**We would like to share our current dilemma in regards to our splash park project that is in line for \$500,000 funding from RCO this year. The City of Arlington and the community have been planning and fundraising for the splash park for several years. We were so excited to be named as a potential grant recipient. The Stillaguamish Tribe matched the grant with \$500,000 and community members through Arlington Rotary raised another \$150,000. We have given the public the expectation that the splash pad would be built by summer of 2018. They have waited patiently for two summers of fundraising.**

**We are asking RCO Funding Board to consider granting us and other cities in similar predicaments, the ability to use our funds to start our projects, without penalty from current grant policies. This year's issue with the state budget is a very unique circumstance, and we are asking that you help us by allowing us to spend our own funds to get started on our projects so that we can keep our word to the community.**

**Sarah Lopez  
Community Revitalization Project Manager  
City of Arlington  
360-403-3448**

