

Proposed Agenda Recreation and Conservation Funding Board Regular Meeting

September 21 - 22, 2011

Okanogan County Commissioners Hearing Room, 123 Fifth Avenue North, Room 150, Okanogan, Washington

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:

If you wish to comment at a meeting, please fill out a comment card and provide it to staff. The chair will call you to the front at the appropriate time. You also may submit written comments to the Board by mailing them to the RCO, attn: Rebecca Connolly, Board Liaison or at rebecca.connolly@rco.wa.gov.

Special Accommodations:

If you need special accommodations, please notify us by September 12, 2011 at 360/902-3013 or TDD 360/902-1996.

WEDNESDAY, SEPTEMBER 21

OPENING AND MANAGEMENT REPORTS

- | | | |
|------------------|---|--|
| 1:30 p.m. | Call To Order <ul style="list-style-type: none">• Roll Call and Determination of Quorum• Review and Approval of Agenda – September 21-23, 2011 | <i>Board Chair</i> |
| 1:35 p.m. | 1. Consent Calendar (<i>Decision</i>) <ul style="list-style-type: none">a. Approval of Board Meeting Minutes – June 2011b. Recognition of Volunteersc. Cost Increase Request: TCSA Hunter Education, RCO #09-1204, Tri-Cities Shooting Association Incorporated <p><u>Resolution #2011-21</u></p> | <i>Board Chair</i> |
| 1:40 p.m. | 2. Management Reports (<i>Briefing</i>) <ul style="list-style-type: none">a. Director's Reportb. Fiscal Reportc. Policy Report<ul style="list-style-type: none">• Lands Group Updated. Grant Management Report<ul style="list-style-type: none">• Overview of Board Tour Scheduled for September 22e. Performance Report (<i>written only</i>) | <i>Kaleen Cottingham</i>

<i>Kaleen Cottingham</i>
<i>Dominga Soliz</i>
<i>Scott Robinson and</i>
<i>Marguerite Austin</i>
<i>Rebecca Connolly</i> |
| 2:10 p.m. | State Agency Partner Reports | |
| 2:20 p.m. | General Public Comment <p><i>For issues not identified as agenda items. Please limit comments to 3 minutes.</i></p> | <i>Chair</i> |

BOARD BUSINESS: DECISIONS

2:30 p.m. 3. Sustainability Policy

*Kaleen Cottingham
Myra Barker*

Resolution #2011-22

BOARD BUSINESS: BRIEFINGS

2:45 p.m. 4. Follow-up to June 2011 Discussion of Allowable Uses Policy

Dominga Soliz

3:15 p.m. 5. Changes Proposed for the 2012 Grant Cycle

- a. Summary of general policy and manual changes
- b. Streamlining the grant application process
- c. Proposal to change to a written evaluation process in three WWRP categories: Critical Habitat, Riparian Protection, and Urban Wildlife
- d. Proposed changes to the evaluation criteria for the WWRP State Lands Restoration category
- e. Proposed changes to the evaluation criteria for combination projects in the Boating Facilities Program, Firearms and Archery Range Recreation Program, and the State Parks, Trails and Water Access categories of the Washington Wildlife and Recreation Program.

*Rebecca Connolly
Marguerite Austin
Scott Robinson*

Scott Robinson

Marguerite Austin

4:00 p.m. BREAK

4:15 p.m. 6. Overview of the Washington Department of Fish and Wildlife Conservation Strategy(ies) and the Relationship to RCFB Grant Programs

Dave Brittell, WDFW

4:35 p.m. 7. RCFB-funded Projects in Okanogan County

- a. Conservation projects sponsored by the Washington Department of Fish and Wildlife
- b. Recreation projects sponsored by state and local organizations

WDFW

Myra Barker

5:05 p.m. 8. Joint Session with the Okanogan County Commissioners

*Kaleen Cottingham,
Facilitating*

- a. Where do conservation and recreation fit in the County's future, and what are the county's future plans/priorities for recreation and conservation?
- b. How could the RCFB's 11 grant programs help the county be successful in achieving its plans/priorities?
- c. What suggestions does the county have for improving the project selection criteria, competitive nature, integrity, or openness of the board's project selection process?
- d. What barriers do Okanogan (or any of its local jurisdictions) and the State face when seeking funding for their priority recreation and conservation needs?

Discussion Participants:
*Okanogan County
Commissioners
and
RCFB Members*

5:45 p.m. Public Comment Regarding Items 6, 7, and 8

6:00 p.m. Recess Until Thursday, September 22

THURSDAY, SEPTEMBER 22

8:00 a.m. Project Tour

- *WWRP Farmland Project:* Ellis Barnes Livestock Company, (#10-1275), Okanogan Valley Land Trust
- *WWRP Trail Project:* Similkameen Connector Trail and Bridge (#04-1441), Okanogan County
- *WWRP Critical Habitat and State Land Restoration projects:* Sinlahekin Valley Projects, Washington Department of Fish and Wildlife
 - Lunch at Palmer Lake Boat Launch (#02-1246)

*RCO Staff
Project Sponsors*

Tour begins and ends at the Best Western Plus Peppertree Inn in Omak
See meeting materials for additional tour details

**2:30 p.m. Tour Concludes
Meeting Adjourned**

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Olympia, WA 98504-0917

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Olympia, WA 98501



STATE OF WASHINGTON

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September 7, 2011

Heather Ramsay, Program Manager
National Park Service
Pacific West Regional Office
909 First Avenue
Seattle, Washington 98104

Subject: Kah Tai Lagoon Park (NPS #53-00486; RCO #81-043)
Recommendation of 6(f) boundary

Dear Ms. Ramsay:

At their meeting on March 31, 2011, the Recreation and Conservation Funding Board directed me to ascertain and recommend a 6(f) boundary to the National Park Service (NPS) for Kah Tai Lagoon Park, located in Port Townsend, Washington. After extensive staff research and meetings with several different parties, I have decided to recommend 6(f) protection for approximately 78.5 acres as shown on attachment A.

The 6(f) boundary for the park has become an issue in recent years because a 30-year lease from the Port of Port Townsend (Port) to the City of Port Townsend (City), comprising some 20 acres, expires in July 2012. In anticipation of that lease expiration, various parties to the agreement and stakeholders have expressed differing and conflicting views of what lease expiration means for the future of Kah Tai Park. At this time, there is no conversion at the site.

In order to better understand the history and documentation of this grant, my staff investigated this matter and met on multiple occasions with NPS, the City, the Port and representatives from a citizens group called the Friends of Kah Tai.

Recreation and Conservation Funding Board • Salmon Recovery Funding Board • Washington Invasive Species Council
Forum on Monitoring Salmon Recovery and Watershed Health • Governor's Salmon Recovery Office
Habitat and Recreation Lands Coordinating Group



The Department of Interior has long interpreted the Land and Water Conservation Fund (LWCF) Act 6(f) boundaries to be based upon the entire project described in the grant agreement, rather than merely the land acquired with LWCF monies (see attachment B). Based on that interpretation, I looked foremost to the description in the grant agreement between our agencies, dated January 30, 1981, to determine what was promised to the federal government. The grant agreement describes the project as follows:

"This acquisition project of approximately 78.5 acres through donation, land transfer and purchase, is designed to consolidate under the ownership of the City the contiguous land along the perimeters of Kah Tai Lagoon, thereby enabling the City to plan and develop a municipal, passive park around the lagoon."

Our investigation of related documents, of which you have copies, confirms the 78.5 acre area. A series of agreements, grants, donations and purchases, shows that the City and the Port agreed to create a park at Kah Tai with boundaries generally between 19th Street and Simms Way from north to south, and from Landers Way to Kearney Street from east to west. Attachment C provides a list of those documents. This area described in those documents encompasses the 78.5 acres including the 20 acre property leased from the Port.

Enclosed you will also find attachment D, which shows the specific parcels described in both the legal description of the acquisition grant 81-043A and the legal descriptions in the final 1985 lease from the Port to the City which consolidated the terms of the prior leases and identified the parcels actually purchased.

The land area within the 6(f) boundary is determined as of the date the grant closed, which for this grant was March 29, 1985. Attachment E (provided by the City to RCO in October 2010) indicates what park property the sponsors (the City and Port) represented to state and federal grant authorities, to be owned or controlled by them and their local government partners (Jefferson County and the Jefferson County Public Utility District) at the time that the federal acquisition grant was closed.

Based upon the sources described above, I recommend that the grant-protected park area include the 20 acre area south of the lagoon which is owned by the Port. However, I do not at this time interpret such recommendation to constitute a determination as to which of the local sponsors would be legally responsible if some or all of this area were converted to a use inconsistent with the park use described in the state grant agreements noted above.

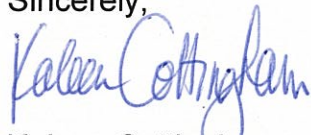
Heather Ramsey
September 7, 2011
Page 3

In summary, it is my recommendation that the National Park Service establish a 6(f) boundary that encompasses approximately 78.5 acres for Kah Tai Park, as shown outlined on attachment A.¹ This area includes those portions of property shown on attachment E which were represented to the Interagency Committee for Outdoor Recreation² and the Heritage Conservation and Recreation Service³ to be owned or controlled by the project sponsors as of March 29, 1985, as discussed above. This includes the property currently leased by the Port to the City.

Once NPS has had an opportunity to review my recommendation and agree upon a 6(f) boundary, a formalized and signed 6(f) map will be drafted and delivered to you for the grant file.

Please feel free to contact me if you have any questions.

Sincerely,



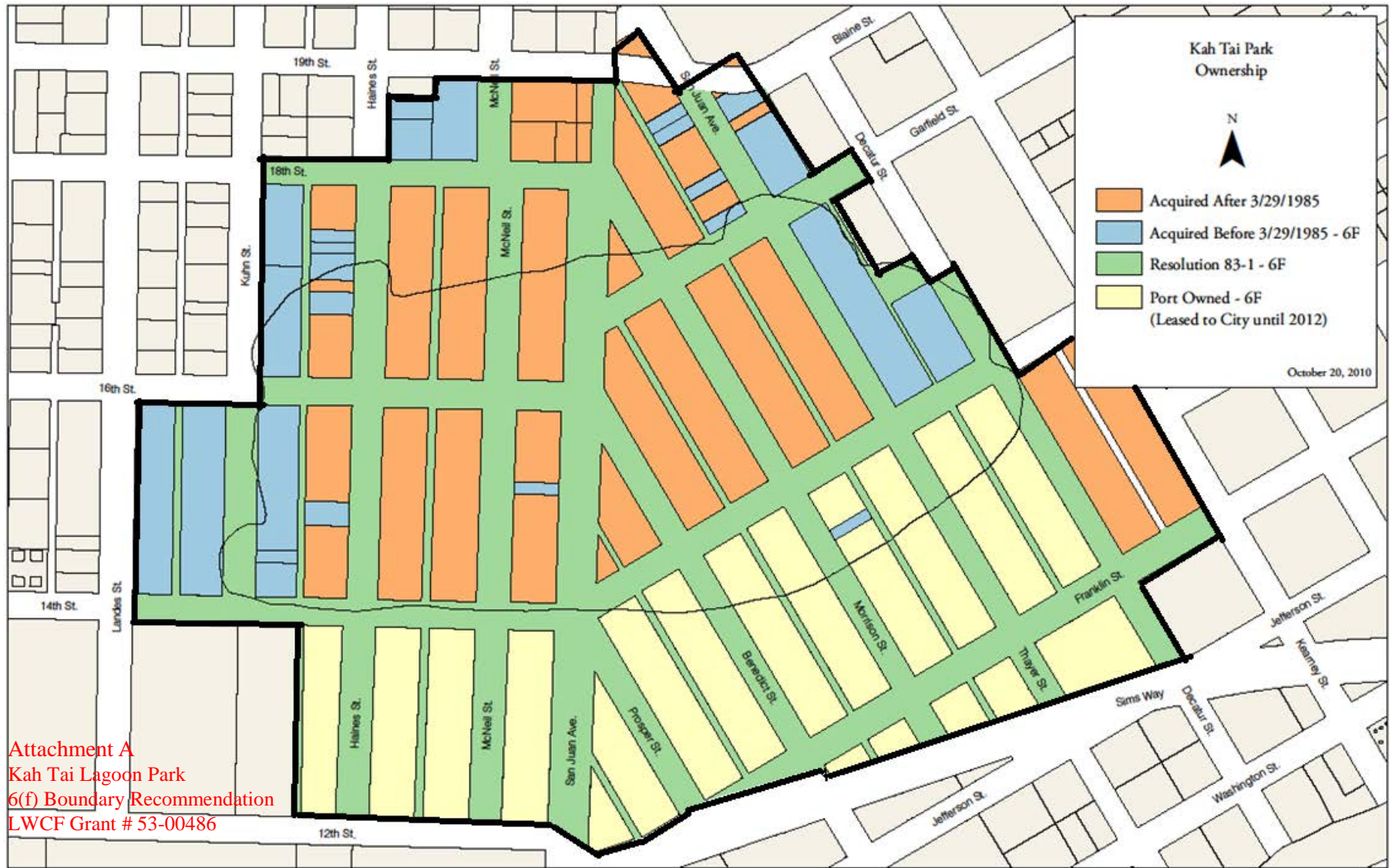
Kaleen Cottingham
Director

cc Recreation and Conservation Funding Board Members
 The City of Port Townsend
 The Port of Port Townsend
 RCO Project # 81-043

¹ Attachment A reproduces the area shown on Attachment E and provides a recommended perimeter boundary outlined in black. This boundary was placed by RCO for the purposes of this letter.

² The Interagency Committee for Outdoor Recreation was the predecessor agency to the RCO.

³ The Heritage Conservation and Recreation Service was the predecessor to the NPS for purposes of administering the Land and Water Conservation Fund.



Attachment A
 Kah Tai Lagoon Park
 6(f) Boundary Recommendation
 LWCF Grant # 53-00486

Attachment B
Kah Tai Lagoon Park
6(f) Boundary Recommendation
LWCF Grants # 53-00486

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United States Department of the Interior

OFFICE OF THE SOLICITOR
WASHINGTON, D.C. 20240

In Reply Refer To:
NPS.CW.0131

MAR 25 1986

Memorandum

To: Director, National Park Service

From: David A. Watts
Assistant Solicitor, Parks and Recreation

Subject: Compliance Task Force

This responds to the request of the Chief, Recreation Grants Division, for a legal overview of the duties and responsibilities that are of continuing applicability to completed recreation projects funded from the State side of the Land and Water Conservation Fund Act, 16 U.S.C. §§ 4601-4 - 4601-11 (1982) (hereinafter LWCF). Primary focus is placed upon the statutory requirement that recreation projects assisted with LWCF monies may not be converted to other than recreation use without the approval of the Secretary of the Interior and the substitution of other recreation properties. As you are aware, this provision will be of continuing applicability without regard to the continued deposit of specified revenues and collections into the Land and Water Conservation Fund, presently authorized during the period ending September 30, 1989, 16 U.S.C. § 4601-5 (1982).

This document is historical in nature. As such, it is not intended to address all legal situations that may arise with regard to compliance on completed projects. It is directed at providing the National Park Service with a summary of the core requirements of the State-side of the Land and Water Conservation Fund (i.e., to identify those legal requirements that have emerged over the 20 years since the program began and that address the fundamental purposes of that Act). The purposes of the LWCF are to assist in preserving, developing, and assuring accessibility to all citizens of the United States of America of present and future generations adequate recreation resources. 16 U.S.C. § 4601-4 (1982).

This overview is based upon our analysis of previous legal interpretations that have been issued by this office since the initiation of this program. It includes a discussion of court opinions interpreting the State-side program. Regional and Field Solicitor opinions have also been reviewed and have been cited in limited situations. Except where specifically indicated, this memorandum does not change the prior views of the Solicitor's Office. It is designed to consolidate and summarize the basic legal conclusions that have evolved since the enactment of the Land and Water Conservation Act of 1965. In the event, however,

ATTACHMENT B

of a conflict between this summary opinion and previous advice provided by the Solicitor's Office further legal review should be requested.

In limited cases additional legal guidance has also been included. This is true with regard to the NPS public facilities policy; the authority to develop facilities on other than federal leased lands; and, the issue of sheltering outdoor recreation facilities at a sponsor's expense.

As you recognize, the basic legal requirements of the Land and Water Conservation Fund grant program are only a part of the project compliance picture. It is equally important that the National Park Service provide ready access to information concerning the thousands of projects that have been funded over the life of this program. This responsibility has been the subject of several notes and memoranda from this office. Compliance by the States with the provisions of the various project agreements will not be possible without access to information concerning the actual scope of the projects funded by the Land and Water Conservation Act.

In addition, the requirements applicable to the future administration of these various grant projects also needs to be readily available. As indicated previously, we recommend that this information be implemented as a permanent interpretative rule to be codified in the Code of Federal Regulations. This will ensure public notice and access. We are aware that a rulemaking process has been initiated, and we encourage NPS to complete that action.

Finally, conversions must be consistent with State comprehensive outdoor recreation plans (SCORP). Accordingly, some means of addressing changes in a State's SCORP for conversion purposes would also appear to be necessary in the event that future financial assistance for State comprehensive outdoor recreation plans is unavailable.

As we stated in our legal opinion of August 24, 1976, "prudence would dictate a course of behavior which presents, for the record, evidence that a reasonable and responsible monitoring of lands subject to LWCF grant contracts was done." The steps outlined above, coupled with an ongoing site review program, should meet that test.

The basic legal requirements of the State-side of the Land and Water Conservation applicable to completed projects are generally found in the provisions of section 6(f) of the Land and Water Conservation Fund Act of 1965, as amended. 16 U.S.C. § 4601-8(f). Section 6(f)(3) provides as follows:

(3) No property acquired or developed with assistance under this section shall, without the approval of the Secretary, be converted to other than public outdoor recreation uses. The Secretary shall approve such conversion only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location.

Section 6(f)(8) states:

(8) With respect to property acquired or developed with assistance from the fund, discrimination on the basis of residence, including preferential reservation or membership systems, is prohibited except to the extent that reasonable differences in admission and other fees may be maintained on the basis of residence.

These provisions have generated a number of legal issues. Questions have generally focused on enforcement of individual project agreements; what constitutes a conversion of use; and, how substitution of other recreation properties can be accomplished. To facilitate the present review, major issues have been identified by separate headings. Following each heading there is a summary of the legal advice that has been provided on that issue. Citations to and extracts from our legal opinions, as well as any corrections or modifications, have been included.

Compliance Issues

Identification of the Scope of the Project.

This office's opinion of August 27, 1974, established our fundamental position with regard to the conversion provisions of section 6(f)(3). We stated that the project description portion of the agreement between the Bureau (hereinafter NPS) and a State is the principle link with the State regarding the scope of a particular project. Once Federal funds have contributed to the development of a State, local or municipal recreation area, the "entire area identified in the project agreement" is subject to the provisions of the Land and Water Conservation Fund Act and the conditions of the project agreement. This is true for either development or acquisition projects. It is not the scope of the acquisition or the development itself that controls the issue of conversion. Section 6(f)(3) is applicable to the complete area being served by the funded acquisition or development as identified by the project agreement agreed to by the State and

the NPS. See also, our opinions of February 10, 1971, and May 8, 1974; and, Regional Solicitor Redmond's opinion of July 21, 1970.

The August 27, 1974, opinion also established that the scope of a particular acquisition or development project must, by its terms, create a viable public outdoor recreation asset. The project area described in the agreement for each such project must be capable of being self-sustaining as a public outdoor recreation resource without reliance upon adjoining or additional areas not identified in the scope of the project. This is an absolute minimum legal requirement. These concerns were reiterated in our opinion of November 4, 1976.

Section 6(f) of the Land and Water Conservation Fund Act is applicable to the entire area identified in the project agreement. In reviewing a possible conversion situation, the NPS must study the project agreement, and other documents incorporated by reference into that project agreement, to determine the scope of the entire area identified by those documents. Any conversion of lands within that area will necessarily result in the application of section 6(f) of the Land and Water Conservation Fund Act. Opinion of March 7, 1974.

We view the scope of section 6(f) to be a product of the contractual agreement between the NPS and the State with regard to the specific project in question. In our opinion, the description of the project area within the project agreement, project proposal, etc. represents a decision by the NPS and agreement by the State that the entire area so described or identified is to be administered within the terms of the Land and Water Conservation Fund Act, including the application of the conversion provisions found in section 6(f) of the Act. See also, opinion of January 25, 1974.

Nature of the Contractual Obligation.

Pursuant to the terms of the Land and Water Conservation Fund Act, each of the States are responsible for compliance with the terms of the various project agreements they have executed with NPS and its predecessors. See, section 6(f)(1)&(2). They in turn have been authorized to enter into contractual obligations with eligible political subdivisions or other appropriate public agencies for the transfer of funds in appropriate situations. Section 6(f)(2). These transfers do not, however, remove State responsibility for each project. See, opinion of April 12, 1966, and the opinion of September 21, 1965 (concerning permissible payees of checks). In our opinion of November 27, 1972, we stated that once a State assumes a contractual obligation under the project agreement, the burden of assuring that various subgrantees (contractors, etc.) comply with the terms of that project agreement rests squarely with the State.

The capacity of the United States to continue to maintain its contractual rights consistent with the various Land and Water Conservation Fund project agreements it has executed with the States was considered in our opinion of August 24, 1976. We concluded that these contractual obligations are binding and permanent; that specific performance would be the appropriate remedy; and, that State statutes of limitations, Federal statutes of limitations or laches, would not bar an action by the United States for specific performance of a LWCF grant contract. We also concluded that should an issue of interpretation of the contract arise, Federal law will be applied to resolve it.

Our earlier opinion of October 1, 1965, reached the same conclusions. That opinion also recommended that NPS include in all project agreements a statement that the United States' interest in the retention of the property in a recreation use is not susceptible to measurement in money terms, and that the United States' remedy, in the event of breach of that clause, will be in the form of specific enforcement. This was suggested to obviate the argument that the United States' interest in the retention of the assisted land is compensable by the return of the amount of financial assistance rendered. See, opinion of October 1, 1965. In fact, such a provision has been included in all grant agreements.

The conversion provisions of section 6(f)(3) have always been interpreted as a mandatory requirement of law, equally applicable to both acquisition and development projects, that this Department has no authority to waive. Opinion of August 18, 1975.

The Solicitor's opinion of August 1, 1967, (M-36709) concluded that Indian tribes were generally eligible to participate in the Land and Water Conservation Fund program. The opinion also concludes that the conversion provisions would be applicable to tribal projects; that this requires a dedication for an indefinite time of property included in a project under the Act; and, that to participate Indians would have to relinquish, in favor of the project, rights in the property inconsistent with the public recreational use.

Our opinion of November 4, 1976, supported the NPS policy of permitting mutual alterations to the project scope of an agreement "to provide for the most satisfactory public outdoor recreation unit" prior to the date of the completion of the project. We emphasized, however, that there is no authority to eliminate a portion of a project that has directly received fund monies even at this early stage of project activation.

At a point that there has been no acquisition of property and the project has as yet not been developed, discretion remains with the NPS to modify the project, either to expand or reduce its scope, or to eliminate it entirely, so long as expended federal

funds are returned. Opinion of October 28, 1971. See also, opinions of August 24, 1966, and July 13, 1966, which are consistent with this conclusion.

The Joint Funding Simplification Act of 1974, Public Law 93-510, as implemented by the Office of Management and Budget pursuant to Circular No. A-111, published in the Federal Register on July 30, 1976, 41 Fed. Reg. 32040, was not designed to remove the restrictive statutory requirements (such as the conversion provisions) imposed by the Land and Water Conservation Fund Act. Opinion of September 3, 1976.

Our Opinion of October 8, 1974, concluded that although section 105(a)(9) of the Housing and Community Development Act of 1974 permitted the payment of a non-Federal share of another Federal grant program, such joint participation with a Land and Water Conservation Fund project would not waive or alter the conversion provisions of section 6(f). Our earlier opinion of February 1, 1972, is viewed as consistent with that conclusion.

The State obligates itself to NPS in the project agreement that the project area assisted will be maintained by it or by a political subdivision for outdoor recreation purposes only. Should the State plan and propose a highway program to the Department of Transportation for Federal funding which would involve use of a portion of the project area, the state would, nonetheless, be bound by the terms of the project agreement with NPS and would be contractually bound to NPS not to use any part of the park or recreation area which had been benefited from the LWCF unless it had complied with the conversion requirements of the Land and Water Conservation Fund Act. Failure to do so would subject the State to court action for specific performance under the standard project agreement language.

Useful Life of the Facilities not Controlling.

In our opinion of May 23, 1975, we confirmed the NPS longstanding policy that section 6(f) is applicable to development projects in perpetuity, regardless of the useful life span of the facilities provided. We concluded that this policy is consistent with and required by section 6(f) and the legislative history of the Land and Water Conservation Fund Act. In this regard, we note that the State of Texas has commented that there needs to be a provision for declaring facilities obsolete at some point with the land still permanently subject to conversion guidelines. We agree with that basic concept.

Following the completion of the useful life of specific facilities at a project area, other outdoor recreation facilities may be developed. This would not normally require approval of the National Park Service if the same type of outdoor recreation plan was being followed. We note, however, that the United States Court of Appeals for the Second Circuit specifically held that any future change in public outdoor recreation use that

contravenes the original plans for the area retroactively calls into question the basis for the original federal funding. Friends of the Shawangunks, Inc. v. William Clark, Docket No. 84-6207 (2nd Cir. 1985). In these situations, the court, on January 25, 1985, concluded that even though section 6(f)(3) would not necessarily be triggered, Secretarial approval would still be required. The court stated as follows:

Such a change necessarily requires the Secretary's approval, whether or not the change falls within the Act's definition of a "conversion." Otherwise, the Secretary's initial approval of a "project" extending into the future would be meaningless. Once again, it would not be enough for the Secretary to find that federal approval is unnecessary; while the statutory criteria for approval would not apply to a change from one public use to another, positive approval is still required.

In that case, the original project was the acquisition of a scenic easement which served to prohibit the development of new facilities at the site. An amended easement would have changed the nature of the permitted public outdoor recreation to include development. The court held that the development itself would constitute a conversion; and, as discussed above, that even if it had not been a conversion it would have been a change that would contravene the original plans and require Secretarial approval.

Conversion of Use.

As indicated above, the useful life of the original facilities funded by the Land and Water Conservation Fund assistance does not control the requirements of section 6(f)(3). As a result, the conversion provision is not eliminated nor triggered by the completion of the useful life of a specific facility within a particular recreation unit. A conversion occurs when the scope of a project is changed to "other than public outdoor recreation uses." Consistent with the specific language of section 6(f)(3), advance approval of the Secretary is required before a conversion can take place. This approval is a matter subject to the discretion of the Secretary; the Secretary need not approve a request. Opinion of April 5, 1966.

The question whether there is a change to other than public outdoor recreation use is based upon a comparison of the public outdoor recreation assets provided by the original agreement (including the ability to protect or conserve the area in question) and the impact of any proposed changes thereto. If the changes provide for other than public outdoor recreation as originally agreed to, in all or in part, a conversion exists. This is not a "net benefit" type test; the issue is whether any "property" acquired or developed with LWCF monies (within the scope of a particular project) is no longer to serve an outdoor recreation purpose.

The Friends of the Shawangunks, Inc., discussed above, is directly in point. In that case, the Court of Appeals for the Second Circuit held that the provisions of section 6(f)(3) that prohibit conversion to "other than public outdoor recreation use" must be interpreted broadly to encompass uses not involving just the public's actual physical presence on the property. The concept of what constitutes a present recreation use was interpreted to include the conservation and preservation of an area and not just the capacity for public access thereto. A change that would remove the capacity to protect the project area from development was held to be a conversion. The court held that the conveyance of the right to prevent changes in the character of the land under protective easement (without public access) in exchange for limited public access on a more extensively developed golf course was a conversion. The court held that it was plain that there was a conversion from public enjoyment of an unspoiled area (without access) to private golfing (with limited public access). Introduction of a non-outdoor recreation use is a conversion. Changes to alternative outdoor recreation uses are discussed above.

A proposed alternative use of a recreation project for a multi-purpose memorial and patriotic park (including burial spaces) would not fit within the purposes and spirit of the Act. Opinion of November 27, 1979.

Because of the conversion requirements of section 6(f) of the Land and Water Conservation Fund Act, we held that it would be inappropriate for NPS to participate in any project in which the property acquired or developed with Land and Water Conservation Fund monies would serve as security either for a State's participation in a Farmers Home Administration loan, or otherwise. Opinion of August 15, 1974.

A State proposal to secure a proposed bond issue with project lands and facilities was not eligible for Land and Water Conservation Fund assistance because, should foreclosure occur, a private party, not an agency of the State or of a local political subdivision, could acquire the property and convert it to other than public outdoor recreation use. Opinion of July 15, 1970 and opinion of May 22, 1970.

The lease to a private concessioner of the right to operate properties acquired with assistance from the Land and Water Conservation Fund must ensure that the leased area will be operated by the lessee for public outdoor recreation purposes; control must be retained by the State over charges to the public for use of the facilities to assure that they are fair; the area must be identified as being publicly-owned; and, provision must be made for adequate standards of maintenance. Opinion of February 8, 1972.

It is inappropriate for the recipient of financial assistance from NPS to lease away use of, and control over, any LWCF assisted recreation facility. There is no objection, however, to

a contractual arrangement similar to a concession contract or a management contract whereby the governmental unit would contract away the burden of actual operation and maintenance of a facility, provided the agreement contained clear-cut provisions for adequate control by the governmental unit over the operation to assure public use of the facility on reasonable terms and proper maintenance. If there is such an arrangement, the Act does not appear to require that the contractor be precluded from earning a reasonable return for undertaking the burden of operation and maintenance and possible financial risks. Opinion of November 6, 1967.

The permitting of religious services in State park areas is not a conversion to "other than public outdoor recreation uses" within the scope of that term as used in the LWCF Act. Opinion of December 10, 1971. No discrimination can be exercised, however, in the implementation of any public access requirements other than as specifically provided by section 6(f)(8) with regard to reasonable differences in admission and other fees maintained on the basis of residence.

The transfer of State lands, acquired with Land and Water Conservation Fund assistance, to the National Park Service is discussed briefly in the opinion of November 6, 1967.

Public Use.

A basic concept of public use is one of access for public outdoor recreation. There is a need to ensure access. While limited access consistent with the conservation purpose for which the area is to be managed may be acceptable, this access must be subject to the direction of the State and not a private party. Opinion of July 30, 1984.

A State of Wisconsin statutory provision which gives Wisconsin residents preference in making campground reservations in State parks and forests funded with LWCF monies violates the prohibition on discrimination on the basis of residence other than with regard to reasonable differences in admission and other fees maintained on the basis of residence. Opinion of April 5, 1983.

Use of public outdoor recreation lands for burial spaces would restrict accessibility to others in the future. Opinion of November 27, 1979.

Public Facilities/Sheltering.

We understand that present NPS policy concerning the development of public facilities is under review as a compliance issue identified by the Compliance Task Force. As reflected in the July 1, 1982, memorandum from the Director, NPS, to all Regional Directors, this policy is to require case-by-case review of

project sponsor development proposals to determine their net impact on the public recreation use of LWCF-assisted properties. Legal review is also available on a case-by-case basis.

We urge that you reconsider this policy. See, Opinion of June 15, 1981, suggesting that the question whether the construction of a community services building is a conversion should be referred to the Comptroller General.

The question of sheltering is a related issue. The July 13, 1978, opinion with regard to Homewood/Flossmoor Park concerns the development of indoor tennis facilities on fund assisted land as an appropriate secondary use compatible with the outdoor recreation use of the park. The opinion attempts to reconcile section 6(f)(3) with section 6(e) and the amendments to that provision of 1976. Based upon that amendment, section 6(e) now provides in part that "no assistance shall be available under this part to enclose or shelter facilities normally used for outdoor recreation activities, but the Secretary may permit local funding...." It also provides that limited federal funding will be made available for sheltering swimming pools and ice skating rinks in areas where the Secretary determines that the severity of climatic conditions and the increased public use thereby made possible justifies the construction of such facilities.

As indicated, the 1976 language, read literally, permits local funding for sheltering. Accordingly, we viewed this language as relaxing the shelter and enclosure requirements, and permitting local funding to shelter facilities normally used for outdoor recreation purposes. Although the congressional report language can also be read to authorize sheltering only of skating rinks and swimming pools with local funds where the severity of climatic conditions dictate such action, we viewed the language of the Act as controlling and permitting the sheltering. We also urged NPS to seek clarification from the Congress or the Comptroller General.

We remain of the view that the legal conclusions contained in the Homewood/Flossmoor opinion are sound. The resolution of this issue ultimately lies with the NPS through the adoption of guidance on the matter for the various States. We recommend, therefore, that the issue be handled through interpretative regulations or guidelines. We also recommend that you consider advising the appropriate congressional committees prior to any change of existing policy on this matter.

The NPS position on public facilities and the existing limitations on sheltering appear inconsistent. The one prohibits the sheltering of an existing recreation facility with local funds and the other permits the construction of an indoor public facility within the scope of the same project area. We urge NPS to give further consideration to this problem before finalizing its position on either public facilities or sheltering. In our view, both must be viewed from a conversion perspective. For example, the public facilities policy could be implemented

through a liberal conversion program, not as an exception to it. In this regard, the Service should be aware that its most effective legal tool to protect the grant program investment is the conversion authority and methodology. The grant contracts do not provide a vigorous enforcement tool for changes in use of property receiving grant assistance.

In our judgment, the "public facilities" policy and the issue of sheltering are both related to the distinction between the conversion of an outdoor recreation facility or its enhancement by additional structures. Our position on structures is reflected in our opinion of August 20, 1965. Indoor facilities are eligible for assistance only if they are supportive of an outdoor recreation resource. In that situation, we determined that a skating rink in a permanent building would be ineligible since it is for an indoor activity not necessarily related to and incidental to outdoor recreation. We recommend that the NPS carefully review its overall policy concerning when facilities will be viewed as secondary, supportive and compatible and when they will constitute a conversion. Once again, we urge that this be done through the rulemaking or guideline process.

Utility or Irrigation lines.

In our opinion of January 28, 1974, we concluded that the NPS policy concerning the application of section 6(f) where Fund assisted lands are being used for utility or irrigation line crossings which are placed underground and the surface restored to recreation use after conversion was within the NPS discretion provided by section 6(f) of the Land and Water Conservation Fund Act. This is the only exception to the restrictions on conversion provided by section 6(f); it is tied to the absolute lack of surface interference on outdoor recreational uses created by these situations from underground utilities.

Oil and Gas.

In those situations in which the mineral estate was included with the interest acquired with Fund assistance, any nonrecreation use of that estate falls within the provisions of section 6(f)(3). The extraction of a valuable resource to the benefit of the overall State outdoor recreation program would not, however, constitute a conversion so long as the activity will only have a minor impact on the recreational use of the land. Opinion of May 14, 1980.

As discussed in the Compliance Task Force issue paper, the situation is different if the oil and gas in question was not acquired with fund assistance. In those situations, the primary concern is whether or not a conversion situation is created by the mineral extraction. It is the impact of the extraction on the property acquired or developed, not the retention of the value of the mineral rights themselves, that must be addressed.

Leased Land.

The LWCF Act authorizes assistance to projects developed on federal lands provided a 25 year lease is executed. Section 6(f)(3) conversion provisions are also applicable to grant projects which involve these federal leased lands. Opinion of Oct. 28, 1980. A grant may not be made for development on Federal lands unless the prospective grantee has a possessory interest in the lands for a term not less than 25 years which is not revocable at will. Opinion of November 9, 1966.

Our opinion of February 24, 1965, concluded that the maximum 20-year leasing provision to States under the Recreation and Public Purposes Act administered by BLM precluded the use of Land and Water Conservation Fund assistance for development purposes. As indicated above, the LWCF Act requires a 25 year lease for the development of Federal lands.

No lease language appears regarding assistance for the development of lands under lease from any State or local body or private person or organization. Accordingly, assistance for a recreation development on lands leased by the city from another public agency (other than a Federal agency leasing Federal lands) for a 30-year term cannot be approved. Opinion of January 25, 1971. This opinion was modified on February 11, 1971, to provide that the project could proceed if there were an assurance that upon termination of the lease, the lessor land-owning agency would continue to maintain the property for outdoor recreation purposes. Both parties were required to be bound by the terms of the project agreement. But see, opinion of February 20, 1968, holding that a proposed 25 year agreement between the City of Denver Water Board and the State Game, Fish, and Parks Commission for recreational purposes was not a sufficient basis for assistance because the dominant use was for water purposes. See also, opinion of November 28, 1967, concerning a proposed memorandum of understanding between the Montana Highway Commission and the Montana State Fish and Game Commission, that reached the same basic conclusion.

Despite these opinions, we recognize that there has been some variations concerning the authority to fund projects on leased lands and with regard to the application of the conversion requirements to lease projects. In our view, the more appropriate interpretation is that the conversion requirements of section 6(f)(3) are applicable only during the term of the lease. We are also of the view, however, that the better reading of the Land and Water Conservation Fund Act provisions concerning leases is one that restricts development projects on leased land to those under lease from the Federal government for a term of twenty-five years or more, as we originally stated in our opinion of January 25, 1971.

We recognize that this interpretation may be inconsistent with present NPS policy. Accordingly, should the Service decide to review its policy in light of our legal views, this change should

be done prospectively through the rulemaking or guideline process. Please note, however, that we are not concluding that existing agreements are illegal. Rather, the better reading of the Act would suggest that the Service should adopt a policy that, in the future, the only projects authorized with regard to leased lands are those for the development of Federal lands for at least 25 years as specifically recognized by the Act. This would be consistent with our opinion of January 25, 1971, discussed above, and our present findings.

Prior Approval.

As discussed above, the useful life of the original facilities funded by the Land and Water Conservation Fund assistance does not control the requirements of section 6(f)(3). As a result, a conversion is not triggered by a change in the nature of public outdoor recreation provided by a particular recreation unit. We note, however, that the United States Court of Appeals for the Second Circuit specifically held that any future change in public outdoor recreation use that contravenes the original plans for the area retroactively calls into question the basis for the original federal funding. Friends of the Shawangunks, Inc. v. William Clark, Docket No. 84-6207 (2nd Cir. 1985). In these situations, the court, on January 25, 1985, concluded that even though section 6(f)(3) would not necessarily be triggered, Secretarial approval would still be required.

A conversion situation occurs when the scope of a project is proposed to be changed to "other than public outdoor recreation uses." Consistent with the specific language of section 6(f)(3), advance approval of the Secretary is required before a conversion can take place. This approval is a matter subject to the discretion of the Secretary; approval is not required. Opinion of April 5, 1966.

Section 6(f)(3) further provides that:

The Secretary shall approve such conversion only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location.

a) In Accord with SCORP. A State's outdoor recreation plan is designed to be a vital and ongoing planning tool to be maintained and utilized. The key is that planning projects must be directly related to the further refinement and development of the outdoor recreation plan (SCORP). Projects designed to actually advance, or physically implement, the undertaking or completion of programs or recommendations within the plan through legislation,

local or private action or similar activities related not to planning but to action are not suitable for planning assistance. Opinion of June 5, 1974.

b) Conditions. Under some circumstances it may be necessary to allow a conversion to proceed prior to replacement property being identified and appraised. We interpret that portion of section 6(f) which provides "the Secretary shall approve such conversion ... only upon such conditions as he deems necessary to assure the substitution ..." to mean that the Secretary may permit a conversion without an immediate replacement, so long as the NPS is assured that the requisite replacement properties will be forthcoming. Accordingly, we see no legal obstacle to permitting a present conversion upon the express written commitment by the State which is legally enforceable to replace the converted land at some date certain in the near future through a contractual agreement similar to the project agreement itself. Opinion of August 27, 1974.

c) Other Restrictions. No conversion should be approved until there has been a finding of "no feasible and prudent alternative" consistent with the requirements of section 4(f) of the Department of Transportation Organic Act. Memorandum of October 19, 1979, from Office of Environmental Project Review. Opinion of May 8, 1974. We must emphasize that a final determination concerning the scope of a particular project agreement, and the conversion question, are matters that we consider are subsequent to the Department of Transportation's section 4(f) responsibilities. Only at the point that Department of Transportation has formally determined that there is no feasible and prudent alternative to the proposed course of action will this Department be in a position to formally consider a possible conversion situation resulting from the present highway corridor.

Land and Water Conservation Fund areas are not subject to condemnation by State or local entities unless a conversion has been approved as required by section 6(f)(3). Opinion of December 4, 1978.

Other Recreation Properties.

a) New Acquisition. The fundamental rule has been that a State or political subdivision cannot utilize existing governmentally owned properties as a part of its share of a recreation project. Opinion of July 23, 1973. See, opinion of August 26, 1965, concerning whether or not public lands granted to the State of Alaska, pursuant to Federal statutes, may be used to satisfy the State's matching portion under the Land and Water Conservation Fund Act.

A corollary to this point is that State or local governmental properties can not be "donated" between a State and its political subdivisions to serve as a match for grant assistance. This fundamental conclusion was also established by our opinion of July 23, 1973.

This requirement is not, however, a restriction on the development of existing governmentally owned properties so long as the project sponsor meets the required matching share. That is, the State match for the development project can not be derived from the value of the governmentally owned land being committed to outdoor recreation use. Nor is it a restriction on true donations, or multi-jurisdiction projects, between States or political subdivisions where there will be a dollar for dollar match for Land and Water Conservation Fund monies expended. Opinion of June 12, 1974.

These same basic rules are equally applicable in conversion situations. Previously owned governmental property is not acceptable as suitable replacement land in a conversion situation. See, our opinions of August 27, 1974 and November 24, 1976. This is true because the Land and Water Conservation Fund Act was designed to regulate financial participation by State and local governments in a manner that would result in positive additions to a State's recreational resources, not the transfer of existing government resources to a recreation purpose. Opinion of July 23, 1973.

Private donations are not restricted by this prohibition. Opinion of July 23, 1973. Even a private donation, however, must result in a quantitative increase in the public outdoor recreation resources of the area. Accordingly, the donation of a private area already irrevocably committed to public outdoor recreation would not meet the matching requirements of the Act and could not serve as replacement lands in a conversion situation. Opinion of June 15, 1972.

Once private donations are accepted for general purposes they also become governmentally owned and unusable for replacement purposes. This limitation on generally accepted private donations is not applicable, however, if NPS is notified in advance and concurs in having the donation received and set aside for either original matching or conversion purposes as provided by NPS policy. Opinion of July 30, 1984. This waiver policy was originally acknowledged by the office in our memorandum of April 14, 1976, as a means to overcome the fact that private donations to a state or political subdivision, once made, lose their private status and are no longer a base for Fund assistance. As indicated above, the same limitations would be applicable to the donation of replacement properties in a conversion situation.

There are two exceptions to the prohibition on the use of already owned State or locally owned lands for replacement purposes. In those situations where a Governmental agency is without authority to transfer or to utilize land for recreation related purposes,

and has a legal duty to dispose of it only by sale, the purchase of such land to serve a replacement purpose under section 6(f)(3) is acceptable. Opinion of January 12, 1979. This exception is founded upon our April 30, 1965, opinion concerning State "school-lands." That opinion held that the payment by a State for the transfer of so-called "school-lands" was an eligible cost because these lands can be devoted to a State outdoor recreation purpose only if there is transfer from the State Treasury into the school fund of an amount of money representing the fair value of these lands.

This office has consistently held that Land and Water Conservation Fund assistance is only available to match the cost of a participant's acquisition of land from another public agency if the selling agency is required by law to receive payment. That is, the applicable State and local laws must create a legal duty to sell. Accordingly, in the situation where a public agency is permitted a choice between a variety of laws with regard to an intergovernmental transfer of real property, it is our view that the Land and Water Conservation Fund Act, 78 Stat. 900, as amended, 16 U.S.C. 1-8 (1970 ed.), requires that the NPS limit its participation to that which will provide matching Fund assistance based upon the minimum amount for which the property could be legally transferred under all applicable State and local laws. Opinion of March 15, 1974. See also, opinion of June 20, 1972.

Based upon our holding that section 5(c) requires, at a minimum, that, where land is already under the control of the State or a municipality, the agency which would transfer the real property must be required by law to receive payment for the land it conveys, we also concluded that the Land and Water Conservation Fund Act prescribes a policy that is different from the standard contained in A-102 with regard to the donation of real property by public agency as a basis for matching, and that the Act must govern. Opinion of May 9, 1973.

Our opinion of May 30, 1980, concerned a situation where a property was recently acquired by a local political subdivision as an economic development site. Thereafter, the property was to be acquired by the State for recreation purposes with fund assistance. We concluded that this was not a situation where the proposed transfer concerned long standing publicly owned lands and that an opinion of counsel that the city council would be committing a gross abuse of discretion if it alienated this valuable asset without fair compensation was adequate to meet the "required by law" standard. This opinion has more recently been determined to not be of general applicability or precedential value. Opinion of January 22, 1986.

The second exception to the basic prohibition on the use of already owned State or locally owned lands for replacement purposes is when the original project was developed on governmentally owned land with an appropriate match by the

project sponsor. As indicated above, development projects have been permitted on governmentally owned lands so long as the value of that land was not considered the sponsor's matching share.

If the original project was developed in that manner, then a transfer of the site to another governmentally owned tract can be a suitable replacement. This position is reflected in a memorandum of January 29, 1982, from the Acting Director, National Park Service, to All Regional Directors, that was provided legal clearance by this office. The memorandum established that when a section 6(f)(3) conversion occurs within the boundaries of a LWCF-assisted development project, public land not currently dedicated to recreation/conservation use may be used as replacement land even if this land is transferred from one public agency to another without cost. To reiterate, however, this exception is not applicable if the State match for the original development project was derived from the cost of the purchase, or the value of a donation, of the land to be converted.

b) No Capital Improvements. Our August 27, 1974, opinion also established that there is no authority to accept capital improvements as a suitable replacement for property acquired or developed with Land and Water Conservation Fund assistance. There must be substitution of other recreational properties; that is, real property. We interpreted section 6(f) to mean that the scope of the real property defined by a particular project agreement is fixed by that agreement, and that conversion of a portion of the real property to other than public outdoor recreation use, no matter how insignificant that portion may be, requires the substitution of replacement real property.

A monetary consideration in lieu of replacement land is not in accord with the terms of the project agreement or the provisions of the Act. Opinion of February 10, 1971.

Reasonably Equivalent Usefulness and Location.

In our opinion of August 27, 1974, we concluded that the requirement that there be a substitution of other recreation properties of "reasonably equivalent usefulness and location" is fairly broad. That is, the Secretary could determine that the replacement land need not be a part of, or near, the particular park affected by the conversion -- so long as the replacement land is in a reasonably equivalent location. Similarly, in our opinion, the Secretary could also determine that the replacement land could be for a different recreation purpose -- so long as the new purpose is of reasonably equivalent usefulness.

Similarly, our opinion of October 1, 1965, held that the phrase "reasonably equivalent usefulness and location" does not require the use to be the same as the land given in exchange, nor does it require the location to be the same. It merely requires the usefulness to be equivalent, and the location to be equivalent-

-not identical (if the recreation land served a large metropolitan area, the new recreation land would presumably have to serve a large metropolitan area).

Documents with clear reference to either 78 or 80 acres:

- Evaluation questionnaire (page B 2A and D-1)
- City resolution to pursue a grant
- Slides presented to Interagency Committee for Outdoor Recreation (IAC) with grant proposal
- Environmental Assessment
- Application for federal assistance
- Program Narrative
- Contingency fund justification for Secretary of Interior Andrus
- Submittal to Heritage Conservation and Recreation Service (HCRS) responsibilities now managed by National Park Service
- Recommendation by Director of HCRS and Decision from Secretary of the Interior
- State-federal contract
- Press release from the US Secretary of the Interior
- City memo dedicating streets and alleys for park
- RCO Development grant

Documents signed by the Port:

- Federal document to comply with federal civil rights requirements
- State acquisition grant for approximately 8 acres

Documents that refer to the Port as co-sponsor:

- Port letter regarding the 20 acre lease
- DNF (Federal Description and Notification Form)
- Federal document to comply with federal civil rights requirements
- HCRS letter (dated 12-1-80)
- Press release from the US Secretary of the Interior
- State acquisition grant



EXHIBIT NOTES:

BASIS OF BEARINGS IS THE WASHINGTON COORDINATE SYSTEM, NORTH ZONE, NAD83 (1991) AS SHOWN ON VOLUME 21 OF SURVEYS, PAGES 9 AND 10, RECORDS OF JEFFERSON COUNTY, WASHINGTON, BETWEEN THE MEANDER CORNER OF SECTIONS 10 AND 11 AND THE CORNER OF SECTIONS 2, 3, 10 AND 11, T 30 N, R 1 W, W.M.

THE LAYOUT OF STREETS, BLOCKS AND LOTS FOR THE PLATS OF EISENBEIS ADDITION, VOLUME 1, PAGE 50; ESTATE ADDITION, VOLUME 2, PAGE 21; AND RAILROAD ADDITION, VOLUME 2, PAGE 78 TO THE CITY OF PORT TOWNSEND ARE BASED ON THE E.E. ANDERSON'S MONUMENT PLANS FOR THE CITY OF PORT TOWNSEND, PAGES 3 AND 7 ON FILE WITH THE CITY OF PORT TOWNSEND.

PARCEL "1" IN THE INTERAGENCY COMMITTEE FOR OUTDOOR RECREATION CONTRACT DESCRIBED BELOW, IS CITED AS "LOTS 1 THRU 14, BLOCK 172", THERE ARE ONLY FOUR LOTS IN THIS BLOCK OF THE ESTATE ADDITION.

THE LOTTING OF BLOCKS 1 AND 2 OF THE EISENBEIS ADDITION MAY HAVE DIFFERENT INTERPRETATIONS AS TO AN APPROPRIATE METHOD TO ACCOMMODATE THE LAYOUT OF SAN JUAN AVENUE AND THE OCCUPATION AND OWNERSHIP OF THOSE PROPERTIES. FIELD WORK AND ADDITIONAL RESEARCH WOULD BE NEEDED TO ACHIEVE A COMPREHENSIVE SOLUTION. FOR THE PURPOSE OF THIS PLANNING EXHIBIT THE DISPOSITION OF BLOCKS 1 AND 2 ARE BEYOND THE SCOPE OF THIS PROJECT.

THE CALCULATION OF WASHINGTON STATE ROUTE 20 IS FROM SHEET 9 OF THE MAP & PROFILE OF STATE ROAD No. 9 (SR-20), DATED FEB. 24, 1926, ON FILE WITH THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION.

APPARENT LAGOON LIMITS APPROXIMATED FROM STATE GIS, STATEWIDE 2006 18 INCH COLOR NATIONAL AGRICULTURE IMAGERY PROGRAM.

DEEDS AND AGREEMENTS:

UNITED STATES DEPARTMENT OF THE INTERIOR, HERITAGE CONSERVATION AND RECREATION SERVICE LAND AND WATER CONSERVATION FUND PROJECT AGREEMENT, PROJECT 53-00486.

STATE OF WASHINGTON INTERAGENCY COMMITTEE FOR OUTDOOR RECREATION PROJECT CONTRACT, KAI TAI PARK, PROJECT 81-043A, DATED MARCH 17, 1981.

DEED OF RIGHT TO USE LAND FOR PUBLIC RECREATION PURPOSES, AUDITOR'S FILE 273818, VOLUME 153, PAGE 104, FILED AUG. 6, 1981.

DEED OF RIGHT TO USE LAND FOR PUBLIC RECREATION PURPOSES, AUDITOR'S FILE 276082, VOLUME 158, PAGE 147, FILED DEC. 30, 1981.

LEASE AGREEMENT DATED JULY 30, 1982, LAGOON LEASE DATED JANUARY 1, 1981 AND LEASE AMENDMENT No. 1 DATED AUGUST 5, 1985 ALL FILED UNDER AUDITOR'S FILE 297140, VOLUME 208, PAGES 219-227.

LEGEND: (SOURCE DOCUMENT DESCRIBED ABOVE)

RU273818 RIGHT OF USE OUTDOOR RECREATION AF273818
"THE NORTHERLY 5 FEET OF LOT 1 IN BLOCK 9 AND THE NORTHERLY 5 FEET OF LOT 1 IN BLOCK 20 TOGETHER WITH THE EAST HALF OF THE VACATED ALLEY ADJACENT TO AND ABUTTING THEREON;
TOGETHER WITH LOTS 1 THROUGH 16 INCLUSIVE, BLOCK 21;
LOTS 1 THROUGH 12 INCLUSIVE AND LOTS 14 THROUGH 16 INCLUSIVE, BLOCK 8;
TOGETHER WITH ALL THAT PART OF BLOCK 7 LYING EAST OF THE WESTERLY SIDE OF THE CITY ROAD BISECTING BLOCK 7, ALL IN EISENBEIS ADDITION TO THE CITY OF PORT TOWNSEND."

RU276082 RIGHT OF USE OUTDOOR RECREATION AF276082:
"LOTS 16 AND 17, BLOCK 26, RAILROAD ADDITION TO THE CITY OF PORT TOWNSEND, AS PER PLAT RECORDED IN VOLUME 2 OF PLATS, PAGE 78, RECORDS OF JEFFERSON COUNTY, WASHINGTON."

LAGOON LIMITS LAGOON LEASE, JANUARY 1, 1981 AF297140:
"ALL THE UNDERWATER PORTIONS OF KAH-TAI LAGOON OWNED BY THE PORT, TOGETHER WITH A STRIP OF UPLAND ON THE SOUTH BOUNDARY OF SAID LAGOON, TEN FEET (10') IN WIDTH, AND LYING BETWEEN PROSPER STREET AND DECATUR STREET"

INTERAGENCY COMMITTEE FOR OUTDOOR RECREATION PROJECT CONTRACT 81-043A

LEASE AMENDMENT No 1 AF297140

Attachment D
Kah Tai Lagoon Park
6(f) Boundary Recommendation
LWCF Grant # 53-00486

A PLANNING DISPLAY IN SECTIONS 10 AND 11 TOWNSHIP 30 NORTH, RANGE 1 WEST, W.M. CITY OF PORT TOWNSEND		KAH TAI LAGOON PARK	
STATE OF WASHINGTON DEPARTMENT OF NATURAL RESOURCES		FIELD CREW: NONE	NO FIELD WORK CONDUCTED
LAND SURVEY SECTION-P.O. BOX 47060 OLYMPIA, WASHINGTON 98504-7060 (360)902-1206		FIELD BOOK: KAH TAI PARK.DWG	07/14/11
		SHEET 1 OF 1	



Attachment E
Kah Tai Lagoon Park
6(f) Boundary Recommendation
LWCF Grant # 53-00486

Recreation and Conservation Funding Board
Resolution #2011-21
September 2011 Consent Agenda

BE IT RESOLVED, that the following September 2011 Consent Agenda items are approved:

- a. Approval of Board Meeting Minutes – June 2011
- b. Recognition of Volunteers
- c. Cost Increase Request: TCSA Hunter Education, RCO #09-1204, Tri-Cities Shooting Association Incorporated

Resolution moved by: _____

Resolution seconded by: _____

Adopted/Defeated/Deferred (underline one)

Date: _____

RECREATION AND CONSERVATION FUNDING BOARD SUMMARIZED MEETING AGENDA AND ACTIONS, JUNE 22- 23, 2011

Agenda Items without Formal Action

Item	Board Request for Follow-up
Item 2: Management Report	Notify the board when the project snapshot tool is available online.
Item 3: Legislative and Budget Update	No follow-up actions requested.
Item 13: Americans with Disabilities Act	No follow-up actions requested.
Item 14: Sustainability Policy	Staff will prepare the proposal for public comment over the summer, and request a board decision in the fall. Policy to be in place for the 2012 grant round.
Item 15: Fiscal Year 2012 Work Plan for Board	Board approved the work plan as amended. Between July and November, staff will support board's work in evaluating the director's performance.
Item 18: Preview of Conversion related to SR-520 Construction	Staff to continue work related to the conversion.

Agenda Items with Formal Action

Item	Formal Action	Board Request for Follow-up
Item 1: Consent Calendar	Resolution 2011-06 APPROVED <ul style="list-style-type: none"> • Approval of Board Meeting Minutes – March 31, 2011 • Time Extension Requests: <ul style="list-style-type: none"> ◦ Birch Bay Boat Launch Development, State Parks, Project #06-1642D ◦ Deception Pass Hoypus Day Use, State Parks, Project #06-2073D ◦ Qwuloolt Estuary Restoration and Interpretive Trail Project, Tulalip Tribe, Project #06-1604D ◦ Klickitat Canyon NRCA 2006, Department of Natural Resources (DNR), Project #06-1841 ◦ Washougal Oaks NAP/NRCA 2006, DNR, Project #06-1812 ◦ Elk River NRCA 2006, DNR, Project #06-1824 • Clarification of Grant Maximum for Recreational Trails Program in Resolution 2011-04, Adopted March 31, 2011 • Recognition of Volunteers • Cost Increase Request: BISC Pistol Range Upgrade, Bainbridge Island Shooting Club, RCO #07-1236 • Successor Organization for Cascade Rifle and Pistol Club • Extension of Nonhighway and Off-road Vehicle Activities Program Plan 	No follow-up actions requested.
Item 4: WWRP, Approval of Grants for Fiscal Year 2012	APPROVED Resolution 2011-07 Approved funding and ranked list of projects for 2011-13 biennium.	Staff to issue agreements as appropriate.
Item 5: ALEA, Approval of Grants for Fiscal Year 2012	APPROVED Resolution 2011-08 Approved funding and ranked list of projects for 2011-13 biennium.	Staff to issue agreements as appropriate.
Item 6: Boating Facilities Program, Review and Approval of Grants for Fiscal Year 2012	APPROVED Resolution 2011-09 Approved funding and ranked list of state category projects for 2011-13 biennium. APPROVED Resolution 2011-10 Approved funding and ranked list of local agency category projects for 2011-13 biennium.	Staff to issue agreements as appropriate.

Item 7: Submitting BIG projects to USFWS – Delegating submittal decision to the Director	APPROVED Revised Resolution 2011-11 Delegated authority to the director to submit projects to the NPS, following public presentation of applications and review by the Boating Programs Advisory Committee.	Present the applications to the board in a public meeting in 2012 before submission to the National Park Service.
Item 8: Firearms and Archery Range Recreation Program: Review and Approval of Grants for Fiscal Year 2012	APPROVED Resolution 2011-12 Approved funding and ranked list of projects for 2011-13 biennium.	Staff to issue agreements as appropriate.
Item 9: NOVA Program: Review and Approval of Grants for Fiscal Year 2012	APPROVED Resolution 2011-13 Approved funding and ranked list of Education & Enforcement category projects for 2011-13 biennium. APPROVED Resolution 2011-14 Approved funding and ranked list of Nonhighway Road projects for 2011-13 biennium. APPROVED Resolution 2011-15 Approved funding and ranked list of Nonmotorized projects for 2011-13 biennium. APPROVED Resolution 2011-16 Approved funding and ranked list of Off-road Vehicle projects for 2011-13 biennium.	Staff to issue agreements as appropriate.
Item 10: Policy Regarding Eligibility of Recreational Cabins	APPROVED Revised Resolution 2011-17 Clarified policy, making cabins with “simple basic design” eligible in certain grant programs	Staff to incorporate the policy into the next revision of the policy manuals.
Item 11: Policy Regarding Allowable Project Uses	TABLED Resolution 2011-18	Staff to provide matrix of examples to help the board set boundaries of allowable uses versus conversions.
Item 12: Staff Recognition: Greg Lovelady	APPROVED Resolution 2011-19 Approved resolution recognizing the service of Greg Lovelady.	No follow-up actions requested.
Item 16: Conversion Request: Sullivan Park, City of Everett, Project #79-011	APPROVED Resolution 2011-20 Approved the conversion at Sullivan Park and the replacement property.	Staff to proceed with recommendation to the National Park Service.
Item 17: Sponsor Request to Reconsider Agency Termination of Languishing Project, City of Spokane, Project #06-1967 Spokane Whitewater Park	APPROVED Motion Denying the Appeal The board rejected Spokane’s request for the board to overturn the staff decision and issue a time extension.	No follow-up actions requested.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: June 22, 2011

Place: Room 172, Natural Resources Building, Olympia, WA

Recreation and Conservation Funding Board Members Present:

Bill Chapman, Chair	Mercer Island	Stephen Saunders	Designee, Department of Natural Resources
Betsy Bloomfield	Yakima	Don Hoch	Director, State Parks
Harriet Spanel	Bellingham	Dave Brittell	Designee, Department of Fish and Wildlife
Pete Mayer	Vancouver		

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

Opening and Management Reports

Chair Bill Chapman called the meeting to order at 9:10 a.m. Staff called roll, and a quorum was determined. Chair Chapman welcomed the newest member of the board –State Parks Director Don Hoch. Member Steven Drew was absent due to a professional commitment in Spokane.

Member Mayer moved to approve the agenda. Member Brittell seconded. The agenda was approved as presented.

Consent Calendar

Director Cottingham noted that State Parks requested an additional three months for the extension for project #06-2073. The Recreation and Conservation Funding Board (board) reviewed Resolution #2011-06, Consent Calendar. The consent calendar included the following:

- a. Approval of Board Meeting Minutes – March 31, 2011
- b. Time Extension Requests:
 - Birch Bay Boat Launch Development, State Parks, Project #06-1642D
 - Deception Pass Hoypus Day Use, State Parks, Project #06-2073D (amended to an extension until 3/31/2012)
 - Qwuloolt Estuary Restoration and Interpretive Trail Project, Tulalip Tribe, Project #06-1604D
 - Klickitat Canyon NRCA 2006, Department of Natural Resources (DNR), Project #06-1841
 - Washougal Oaks NAP/NRCA 2006, DNR, Project #06-1812
 - Elk River NRCA 2006, DNR, Project #06-1824
- c. Clarification of Grant Maximum for Recreational Trails Program in Resolution 2011-04, Adopted March 31, 2011
- d. Recognition of Volunteers
- e. Cost Increase Request: BISC Pistol Range Upgrade, Bainbridge Island Shooting Club, RCO #07-1236
- f. Successor Organization for Cascade Rifle and Pistol Club
- g. Extension of Nonhighway and Off-road Vehicle Activities Program Plan

Resolution 2011-06 moved by: Mayer and seconded by: Saunders
Resolution APPROVED

Item 2: Management Report

Director Cottingham noted that Leslie Ryan-Connelly would be completing the operations manual over the next six months. In the fall, staff will provide an update on streamlining the grant application process to eliminate redundancies. She also noted the National Park audit, which the governor recently received. Cottingham explained the agency's approach to reviewing, scoping, and/or implementing the audit's eight recommendations.

Director Cottingham then introduced Scott Chapman, PRISM database manager. Chapman demonstrated a web gateway that will allow better public access to project information. Board member comments focused on preparing the system for use on smart phones, and gathering information from users to improve the system in the future.

Policy Report: Policy Director Steve McLellan noted that staff will be working on the State Comprehensive Outdoor Recreation Plan (SCORP) and the final report of the Lands Group. Member Mayer encouraged staff to involve stakeholders in the SCORP. He also noted that locals should be involved in the Lands Group process, especially to note the value of the acquisitions and the current inventory. Several board members noted that it is common sense for the state agencies to coordinate in this way, and that the cost and time are worthwhile.

Grant Management Report: Conservation Section Manager Scott Robinson presented information on behalf of both grant sections, as described in the memo. He also provided the following update on the Kah Tai Nature Park:

In March, the board directed staff to recommend a 6(f) boundary to the National Park Service (NPS). Staff members have continued to review the files, and hold meetings internally, with the Attorney General, with the sponsors, and with interested members of the public. Staff will meet with the NPS shortly, and the issue should be resolved by the September meeting.

In response to a question from the chair, Marguerite Austin reported that the Recreational Trails Program received \$2.1 million for federal fiscal year 2011. She also noted state projects that were included in the program's annual report.

Kim Sellers presented an overview West Bay Park, the site of the afternoon tour.

Item 3: Legislative and Budget Update

Policy Director Steve McLellan addressed the legislative session, describing areas of key legislation, as noted in the staff memo. He also noted that a bill to relax deadlines for local entities passed; staff is working to clarify how the adjustments to comprehensive planning and growth management affect grant requirements. McLellan then presented a comparison of the 09-11 and 11-13 operating and capital budgets. There are two more revenue forecasts between now and January 2011; there are likely to be changes in the supplemental budget. He also noted interim work such as reductions to the statutory debt limit, a blue ribbon committee on options to control state debt, lifting the lid on the

fuel tax refund, a transportation funding package, and the initiative addressing toll restrictions, which could restrict the use of NOVA funds.

Deputy Director Rachael Langen addressed the operational impacts of the budget reductions. She noted that a significant portion of operational expenses are paid for from a portion of capital funds. Staff cuts equaled 9.5 FTEs; this is being managed primarily through attrition and reorganization, however, some positions are eliminated. Langen noted that the consortium with PSP will be expanded. Expenditures on equipment also will be reduced. This is a good approach, but leaves little flexibility for the future.

State Agency Partner Reports

Don Hoch, State Parks, noted that their capital budget has gone from \$57.6 in 07-09 to about \$13 million in new funds. They called a meeting with all staff last week, and reorganized the capital program team according to the three regions. This will mean a 21 FTE cut. On the operations side, 18 staff members are affected. The Discover Pass will help, but there will still be a gap. They will survive, and are planning for the future. The license tab contributions are expected to decline.

Stephen Saunders, Department of Natural Resources (DNR), took budget reductions as well, but also will benefit from the Discover Pass and the return of NOVA funds. He noted some significant cuts, including those to the Forest Practices Program and the Natural Heritage Program. The department may not be able to support RCO efforts (e.g., evaluation committees) in the way they have previously. They had some success legislatively, as three bills passed: one related to water transfer, one establishing a community forest trust program; and one authorizing the use of biomass for creating aviation-grade biofuel.

Dave Brittell, Department of Fish and Wildlife (WDFW), noted that they also had major budget cuts. Their biggest initiative was their hunting/fishing fee package. The current 10 percent surcharge had a two-year sunset; it was made permanent, which will help their budget. He noted the good coordination between his agency, DNR, and State Parks on the Discover Pass and distributed a copy of a press release. The hydraulic permit application bill did not pass, but it was a good discussion about policy, practices, and budget. On the federal side, the amount available to WDFW is reduced.

General Public Comment

There was no general public comment.

Board Decisions

Item 4: Washington Wildlife and Recreation Program, Approval of Grants for Fiscal Year 2012

Marguerite Austin, Recreation Section Manager, presented the list of projects to be approved by the board, noted program funding, and explained allocation methodology. The board gave preliminary approval to the projects in October 2010, pending budget. The Legislature provided \$42 million in funding for the program in the 2011-13 biennium. She noted that projects that were not on the LEAP

list approved by the Legislature are not eligible as alternates. She also noted that some projects were not being proposed for funding because they had secured other funds, could not secure match, or had other circumstances that caused the sponsor or staff to remove them from the list.

Public Comment:

Tom Bugert, Washington Wildlife and Recreation Coalition, thanked the board and staff for their work to preserve funding for the WWRP program, as well as the project evaluation approach. He noted that RCO staff did a great job in providing information to the legislature.

Resolution 2011-07 moved by: Mayer and seconded by: Hoch
Resolution APPROVED

Item 5: Aquatic Lands Enhancement Account, Approval of Grants for Fiscal Year 2012

Scott Robinson, Conservation Section Manager, presented the list of projects to be approved by the board. The board gave preliminary approval to the projects in October 2010. The Legislature provided \$6.6 million in funding for the program in the 2011-13 biennium. Five projects were not included in the legislative LEAP list.

Robinson also noted that that one project – Elk River Primitive Boat Launch – was added by the Legislature. RCO and DNR will meet to determine how to manage this project and the match issues related to it. He noted that the draft list had the same line for alternates. Member Saunders noted that DNR is trying to determine how and when they will build the launch, and whether they have funds that could be used as match.

Resolution 2011-08 moved by: Spanel and seconded by: Brittell
Resolution APPROVED

Item 6: Boating Facilities Program, Review and Approval of Grants for Fiscal Year 2012

Myra Barker, Grant Manager, provided an overview of the program, including its goals, funding, eligible project types, and categories. By statute, half of the funding goes to state agencies, and half to local agencies. Myra then provided an overview of the state agency category and two top-ranked projects in the category: Mooring Buoys South Puget Sound Parks (11-1117D) and Lake Sammamish Boat Launch Improvements (11-1112D).

Karl Jacobs, Grant Manager, provided an overview of the local category and two top-ranked projects in the category: Entiat Moorage (11-1064P) and Crow Butte Marina Planning (11-1104P).

Public Comment:

David Vorse, City of Castle Rock, thanked the evaluation committee, acknowledging their time and commitment. He also thanked staff for their contributions and support. He noted that he has been involved in many grant programs, and appreciates the format of having project review and evaluation.

The feedback from evaluators is useful, especially for smaller communities. He also likes the in-person option for those presentations. The city is thankful for the funding and opportunity to provide this asset to the community and state.

Resolution 2011-09 moved by: Mayer and seconded by: Spanel

Resolution APPROVED

Resolution 2011-10 moved by: Saunders and seconded by: Mayer

Resolution APPROVED

Item 7: Submitting BIG projects to USFWS – Delegating submittal decision to the Director

Marguerite Austin presented information about the program, as noted in the staff memo, and asked the board to delegate authority to the director to submit the lists to the National Park Service.

Director Cottingham noted that there were no applications in the Tier 1 category this year, so the RCO will submit a grant request to update the GIS data for the boating maps. Austin noted that the lack of applications reflects the amount of money available versus the paperwork and restrictions that go with federal grants.

Board members expressed concern about opportunities for public comment under the staff proposal. The resolution was revised to clarify that the projects would be reviewed by the boating programs advisory committee and provided for the board to review the list in a public meeting prior to submission to the USFWS. This board review is likely to occur before the evaluation by the advisory committee, given the USFWS schedule.

REVISED Resolution 2011-11 moved by: Bloomfield and seconded by: Mayer

Resolution APPROVED 6-0 (Member Saunders was absent for the vote)

Item 8: Firearms and Archery Range Recreation Program: Review and Approval of Grants for Fiscal Year 2012

Sarah Thirtyacre, Grant Manager, provided an overview of the program, including its goals, funding, eligible project types, and categories as described in the memo. She noted the funding available and the total amount requested; the funding included unused funds from previous cycles. She then presented two top-ranked projects in the category: Tri-Cities Shooting Association Shotgun Range Facility (11-1053D) and Renton Fish and Game Club Clubhouse Renovation (11-1174D).

Public Comment

Don LaPlante, Lynden Shotgun Club, thanked the RCO for considering the applications. This funding helps them keep the sport going, including education for youth. Their facility is in poor condition, but their main need was for reliable equipment. As a first-time sponsor, they found the application process to be daunting, but it's a great program overall.

Resolution 2011-12 moved by: Mayer and seconded by: Saunders

Resolution APPROVED

Item 9: Nonhighway and Off-road Vehicle Activities Program: Review and Approval of Grants for Fiscal Year 2012

Greg Lovelady, Grant Services Program Manager, provided an overview of the program, including its goals, funding, eligible project types, and categories as described in memos 9A through 9E. He noted the funding available and the allocation methodology. He also provided information about the purpose and types of projects in each of the four categories: Education & Enforcement, Nonhighway Road, Nonmotorized, and Off-road Vehicle. He also noted the amounts available and requested in each category.

Dan Haws, Grant Manager, presented top-ranked project in each category as follows:

- 11-1007E Capitol Forest Education / Enforcement (Education and Enforcement)
- 11-1109M Cle Elum Frontcountry Maintenance and Operation (Nonhighway road)
- 11-1031M Snoqualmie Unit Trail Maintenance (Nonmotorized)
- 11-1005M Capitol Forest ORV Maintenance and Operation (Off-road vehicle)

Resolution 2011-13 moved by: Brittell and seconded by: Mayer
Resolution APPROVED

Resolution 2011-14 moved by: Spanel and seconded by: Mayer
Resolution APPROVED

Resolution 2011-15 moved by: Bloomfield and seconded by: Hoch
Resolution APPROVED

Resolution 2011-16 moved by: Hoch and seconded by: Mayer
Resolution APPROVED

Item 10: Policy Regarding Eligibility of Recreational Cabins

Dominga Soliz, Policy Specialist, explained that, staff was proposing a policy regarding the types of overnight outdoor recreation facility structures (e.g., cabins) that would be eligible for grant funding. She reviewed the policy, public comments, and staff recommendation, as described in the staff memo. The approved language would be placed in Manual 4 and would be effective upon publication.

The board acknowledged that providing outdoor recreation facility structures with the features noted in the broader proposal could expand the user base for parks and recreation areas. However, they also expressed significant concerns that the broader proposal may not fit with the board's mission related to outdoor recreation and could have unintended consequences.

In particular, the board debated the merits of technology (e.g., the proposal to allow communication utilities such as "wi-fi" as an eligible cost) in outdoor settings, noting that it is difficult to balance outreach to different user groups with the outdoor values of the board. Soliz noted that it also is difficult to distinguish the infrastructure for "wi-fi" from other underground utilities, and presented

the current policy definition of “general utilities.” Board members asked staff to consider adding solar panels to this definition.

The board also debated whether the policy should apply to any categories except State Parks, which is the only sponsor that typically asks to build overnight facilities. Members noted that that DNR, WDFW, and local sponsors may have limited use for overnight facilities. Some members noted that some local parks are in very rural areas, while others expressed concern about local parks lacking the capacity to manage overnight structures.

The board also discussed whether kitchenettes should be allowed. Member Hoch noted that having plumbing amenities, especially restrooms, are key to the ability to expand the user base for State Parks. A key consideration was whether certain items were “allowed” versus “eligible for funding;” that is, whether a sponsor could add elements such as furnishings or appliances after construction at their own cost. Soliz noted that under the proposal, non-fixtures such as furnishings or appliances could be added at the sponsor’s cost.

The board concluded that a “simple, basic design” could include a toilet, sinks, and general utilities described in Section 2, Eligible Support Elements.” The resolution and policy language were amended accordingly in Revised Resolution 2011-17.

Revised Resolution 2011-17 moved by: Brittell and seconded by: Mayer

**Chair Chapman moved to strike the Local Parks from the resolution. Brittell seconded.
Motion Failed, 1-6, with Brittell, Bloomfield, Spanel, Mayer, Hoch, and Saunders opposing.**

Revised Resolution APPROVED

Item 11: Policy Regarding Allowable Project Uses

This discussion was started on June 22 and tabled until June 23. For ease of reading, the full discussion is shown in the minutes of June 23.

Item 12: Staff Recognition: Greg Lovelady

Chair Chapman read the resolution recognizing Greg Lovelady’s 37 years of service to the state and RCO. Scott Robinson, Section Manager, spoke about Greg, highlighting his personal and professional contributions to the RCO, board, and state.

Resolution 2011-19 read by Chair Bill Chapman, and approved by signature of all board members.

Project Tour

All of the board members in attendance participated in a tour at West Bay Park, beginning at 4:15 p.m. The meeting recessed for the day at 5 p.m.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: June 23, 2011

Place: Room 172, Natural Resources Building, Olympia, WA

Recreation and Conservation Funding Board Members Present:

Bill Chapman, Chair	Mercer Island	Stephen Saunders	Designee, Department of Natural Resources
Betsy Bloomfield	Yakima	Don Hoch	Director, State Parks
Harriet Spanel	Bellingham	Dave Brittell	Designee, Department of Fish and Wildlife
Pete Mayer	Vancouver		

It is intended that this summary be used with the notebook provided in advance of the meeting. A recording is retained by RCO as the formal record of meeting. Note: the first 5 minutes of the meeting were not recorded due to a technical error. During that time, the meeting was called to order, the chair noted that the allowable uses policy would be continued from the previous day, and Rory Calhoun began the presentation of Item #13.

Call to Order

Chair Bill Chapman called the meeting to order at 9:05 a.m.

Board Decisions

Item 11: Policy Regarding Allowable Project Uses

Policy Specialist Dominga Soliz reminded the board that they had discussed this proposed policy in March. She stated that clarifying allowable uses will help staff and the funding boards make clear, consistent, and more streamlined decisions. She then explained the policy proposal submitted for public comment, changes made based on public comment, and the staff recommendation as described in the memo. Soliz noted that the intent of the policy was to provide a framework for determining when a use would be allowable versus being considered an impairment that constitutes a conversion. The policy should help define when a use rises to the level of a conversion; there is a continuum of allowable uses to impairments.

The board members discussed the concept of "impairment" at length, in particular whether some impairments should be allowed as long as there is no overall impairment to the project, or whether any impairment should be considered to be a conversion. Members also discussed how the scale, aesthetics, and duration of a use would affect the determination. Member Brittell noted that the process needs to protect the long-term integrity of the projects, but also let the land managers do their jobs. He also suggested that decisions could be made programmatically. Member Mayer suggested that one question would be whether the proposed use is additive to an existing structure or amenity. Member Saunders suggested a distinction between public necessity and public convenience.

Board members also noted that having greater transparency about future project uses at the application phase – which is encouraged by the policy – could affect how projects would score during evaluation.

Board members concluded that they needed more concrete information and examples for their decision making; they wanted to understand what recommendations staff would make about particular uses if the process were used. Chair Chapman suggested that staff develop a matrix of examples of what would or would not be a conversion so that they could define the boundaries. Director Cottingham concurred, suggesting that staff should bring a list of examples of the types of sponsor requests that they grapple with, noting that staff needs the type of process that was proposed. Director Cottingham noted that the matrix would explain existing policies regarding interim uses etc.

Motion to table resolution 2011-18 until the next meeting

moved by: Brittell

and seconded by:

Spanel

Motion APPROVED

Item 16: Conversion Request: Sullivan Park, City of Everett, Project #79-011

Jim Anest, compliance specialist, provided an overview of the conversion policy and the conversion at this park, as described in the staff memo.

Paul Kaftanski, Parks Director, and Paul McKee, Real Property Manager, represented the city of Everett. Kaftanski apologized for the conversion, and presented information about the city's efforts to resolve it. He also presented information about the city's efforts to expand the park and a potential trail around Silver Lake. He noted that although the city did not use the land to remedy the conversion, it demonstrates their commitment to water access in the city.

Member Saunders asked how much of the replacement is wetland and buffers that would be protected; Kaftanski responded that it was about half. The city wants to enhance it by replacing the trees, installing an interpretive boardwalk, and improving the water quality. The work would need to be staged, however, due to cost. Saunders asked what guarantee the city could give that area will be developed into a recreational amenity. Kaftanski said he could not commit to a timeline, but noted that the city has a history of demonstrating commitment to park development.

Member Mayer asked if there was a policy expectation regarding location; Anest noted that it was subjective, but that the National Park Service (NPS) did not require it to be adjacent. Since the park users are regional, the location was deemed reasonable. Mayer asked what the master plan was for the portion of the park where the fire station was place. The city responded that it was envisioned as housing a major aquatics facility in the draft master plan, but the plan was not adopted and the facility will not be in the revised master plan. Anest noted that the converted property was wooded and near a busy road, so the staff conclusion was that it was "reasonably similar in utility" to the use of the converted property at the time of conversion.

Chair Chapman noted that the NPS requires an alternatives analysis, and asked what had been done. Anest noted that they had not explored moving the fire station or road. The city noted that the other available parcels were further away, smaller in size, and being used for other purposes.

Chair Chapman asked if there was any evidence in city records of how staff did not recognize the use of the site of the park. Kaftanski noted that they had asked RCO staff in 2005 if the better parcels around the lake could be used as replacement, but since they already had been purchased, they were ineligible. Everett Fire Chief Everett Gordon noted that he was not part of the administration that built the station, and apologized that he could not answer questions about what the thought process was. He noted that the fire department provided programs and water rescues in the park.

Chair Chapman asked why the city did not change the footprint of the converted property, as suggested by the board in March. Anest noted that, following standard practice, they had included buffers to mitigate the impact of the road (e.g., lights and noise) on the remaining park property, thus providing better protection of the remaining recreational resources.

Member Mayer asked if there was any policy on when the utility being evaluated would be available. Anest responded that it needs to be useful in a reasonable timeframe. Although the site can be improved, it is currently useable with trails, trees, and birdwatching. Leslie Ryan-Connelly provided clarification that the property was not subject to the board policy requiring that acquisitions be developed within five years because the grant funds were not used for acquisition. The property may be subject to NPS rules requiring development within three years.

Member Hoch asked about the safety and security plan for the replacement property. The city responded that as use increases, safety will as well. He acknowledged that there had been problems in the past. He noted it's an evolving issue, and that he can't provide a defined answer because the neighbors and users do not yet have consensus on the right approach. They have cleaned the property since taking possession, instituted random patrols, limbed trees for better vision, and done work to address inappropriate use (e.g., a bike trail).

Chair Chapman asked if a better mitigation would be improvement of an existing parcel, as suggested by citizens. Anest responded that those would not be eligible because they had already been purchased. He noted that the city could have used those properties if they had notified the board in the past before purchasing those properties.

The board noted that it was a true, classic case of a conversion but that the new city administration appears to have been working to remedy it. It acknowledged that the city has done significant work to address the board's questions.

Resolution 2011-20 moved by: Saunders and seconded by: Hoch
Resolution APPROVED

Item 17: Sponsor Request to Reconsider Agency Termination of Languishing Project, City of Spokane, Project #06-1967 Spokane Whitewater Park

Marguerite Austin noted that the background was in the staff memo, and focused her comments on the background of the policy regarding policy implementation. She noted that generally, when staff asks the board to extend a project past four years, they have sufficient information about how soon the project can be completed. In this case, they do not have that comfort level. She then explained that the funds would roll forward to the 2008 list. Member Brittell asked if the projects that would receive funds are ready to proceed. Austin explained that the alternates needed control and tenure, match, and ability to proceed; if not, they are passed over for funding.

Leroy Eadie, City of Spokane Parks and Recreation Director, provided an overview of the project location, benefits, and features. He noted that they redesigned the project to stay out of the fish spawning beds on the north side of the river. He described the users, project impact, and the city's progress to date. A major cause of delay was determining which permits would be needed. He concluded with a proposed timeframe for completing the project by fall of 2012. The city believes that the Environmental Impact Statement (EIS) will address many of the community concerns.

Member Brittell noted that an EIS takes time, and asked what the timeframe is for the contractor's contract. Eadie replied that the contract is for one year, but that they hope to complete it in 6 months. Member Saunders noted that the timeline presented by the city was off by about 6 months because the city had not yet started the EIS. He did not think that the lease or permits would be approved until after the EIS, so it would be more likely to happen in spring 2012, rather than fall of 2011 as anticipated. He suggested that construction would probably be in summer of 2013 because of in-water work windows. Eadie concurred that unless they make the timelines presented, 2013 would be possible.

Member Spanel asked what work requires a hydraulics permit. Eadie explained that they would be creating an instream structure to create a wave, which changes the hydrology. They have redesigned it to reduce scour behind the wave. In response to a follow-up question, Eadie noted that the project was presented with much enthusiasm and political support, but that the people who proposed it did not recognize the work and time involved in permitting. Member Spanel noted that she expects that the cost will likely be much higher, and she has serious concerns about it going forward. Based on the timeline, it looks like it could be another two to 3 years, and she would prefer to see it proposed when there's good information to help it move forward.

Member Bloomfield asked if the existing fund sources would support the processes until the city could compete in the board's next grant round. Eadie responded that the budget includes funds from RCO, Commerce, and local/private funding, noting that it was possible for these funds to carry them forward, but they would lose momentum.

Member Mayer asked what the demand is for funding in this category (WWRP Water Access). MA responded that it has low funding, and there are few projects. In 2008, they funded about half of the

projects. In 2010, there are only 3 alternates. One challenge is that 75% of the funds have to be for acquisition, so it's challenging to find appropriate pieces of property.

Saunders noted that he likes the vision, the concept, and the enthusiasm, but has to echo Spanel's concerns. The permitting hurdles and aquatic work are too great for the timeline presented; the project would need at least another three years. Hoch agreed, and noted that he does not think they will lose the momentum. Bloomfield agreed; she suggested that the sponsor use the momentum to rally around the EIS and permits, and provide a solid design in a new application process.

Members also noted the need for projects to be ready to go.

Public Comment

Tim Sanger, President of Friends of the Falls, thanked the board and noted that there was broad public support and a lot of momentum. He also noted that part of the project would be to remove the old bridge abutments that are hazards in the river.

Tom Pratt, Friends of the Falls, noted that Washington is concerned with how to proceed with providing recreational value. They think that they have determined the process at this time. They did not think they would need an EIS early on, but now they know that it is important. They are concerned about the environmental issues. They want to increase access to the river and opportunity for these activities. He noted that they are dropping the water only two feet, so the overall appearance will not change.

Motion to deny appeal made by: Spanel and seconded by: Blooomsfield
Motion Approved, 6-1, with Chapman opposing

Board Briefings

Item 13: Americans with Disabilities Act (ADA)

Rory Calhoun, ADA specialist, presented information about the new ADA requirements for projects. His presentation focused on projects such as boat ramps, pools, and playgrounds. He also described the new rules related to power-driven mobility devices, such as Segways and electric scooters. Anyone with a mobility disability can ask to use one where they are allowed. Use can only be denied based on legitimate safety reasons, damage to the environment, damage to historical or cultural resources; regardless, a denial must be defensible. Director Cottingham noted that none of the board's current policies need to be changed to comply with the new rules because they do not specifically prohibit vehicles.

A panel of state agency representatives – Brenda Kane (WDFW), Robert Dengel (DNR), and Al Wolslegel (State Parks) – discussed their agencies' approaches to the new rules.

1. Kane explained that WDFW had set up a process and staff training to ensure that people can request the use. They do not yet have a WAC in place, so it is difficult to enforce a limitation for only those with bona fide mobility disabilities.

2. Wolslegal noted that State Parks has a draft policy, and continues to work with regional staff to finalize it.
3. Dengel stated that they are focusing on non-motorized trails. They are looking at assessment factors regarding the environment, and may not allowing motorcycles, ATVs, and Segways on non-motorized trails. They may have special use permits for other mobility devices.

Cahoun noted that presumptions of speed, noise, and smell likely will not be considered legitimate concerns for denial. However, the rules also do not require agencies to modify projects (e.g., trail width) to accommodate the devices. "Quads" seem to be the area of greatest concern. Mayer asked if there was any guidance for developing an appropriate speed, and if that speed would be carried over to other devices, such as bicycles. Calhoun responded that if you are trying to provide the same access as a pedestrian, then the speed should be similar; however, the rules are too new and have not been tested. Wolslegal said the advice they had been given was that the limit should be no faster than an able-bodied person could walk (i.e., 3-4 miles per hour). Dengel noted that they try for a "reasonable speed" rule to protect the environment, so the "able bodied person" limit could be a challenge for them. Saunders asked what the liability would be to the agencies if there were an injury related to the use of these devices. Rory suggested it would covered by the recreational immunity act.

John Hansen from WDFW presented board-funded projects that his agency has recently completed, emphasizing the ADA features and enhancements. Member Hoch noted that accessible accommodations, such as cabins, could increase the likelihood that people would stay in parks.

Item 14: Sustainability Policy

Steve McLellan, Policy Director, presented the staff recommendation for a sustainability policy and ways to implement the board's request for web and outreach activities, as presented in the staff memo. He asked the board for feedback, noting that staff would take the proposal out for stakeholder comment over the summer. Based on public comment, staff would bring it to the board for a vote in September.

Members offered general comments supporting the proposal, and Director Cottingham noted that in the future, the board may want to recognize the projects with the best sustainable elements in a grant round. Chair Chapman asked that it be added to the plan, and that the agency coordinate with WRPA to implement it. Director Cottingham noted that it could be a feature on the web site. Member Bloomfield asked that the evaluation questions not penalize small projects that can include only one or two sustainability elements (i.e., preclude them from receiving all available points).

Item 15: Fiscal Year 2012 Work Plan for Board

Rebecca Connolly, Performance Manager, presented information about the performance measures presented in the staff memo. She noted that for many of the measures, targets may have been missed but that the work was still being actively managed and completed. Many of the causes for delays or missed targets are outside staff control, and often outside the control of project sponsors. Staff is continuing to improve data systems to get more a more accurate picture of performance and data

that can inform future actions. Chair Chapman noted that he was pleased with the measures and agency performance.

Connolly then provided a short review of the board's work plan in 2011, and introduced a draft work plan for the board in 2012. She asked the board to review the draft, offer comments, and approve the plan so that staff could begin work for the upcoming fiscal year. The board asked for the following changes:

- Add "Finalize allowable uses policy" to the actions under Strategy 1.a.1.
- Add "Communicate and educate the general public and elected officials about what the board does and its programs and accomplishments" to the actions under Strategy 3.a.2

Motion to approve work plan as amended made by: Saunders and seconded by: Mayer
Motion APPROVED

Item 18: Preview of Conversion related to SR-520 Construction

Leslie Ryan-Connelly presented a background of the project and an overview of the four proposed conversion areas, as described in the staff memo. She noted that the arboretum mitigation comments included comments about the proposed conversion, and that they show a mix of support and rejection of the proposal. Next steps rest with the Department of Transportation, as it finalizes designs and funding for the project. RCO will continue working on any board concerns and cultural resources. Once it is all completed, staff will bring it back to the board for a vote and recommendation to the National Park Service in the future.

Member Mayer asked what the status is of the FEIS; Leslie responded that it was under review at the federal level. He also asked where the access point would be to the trail. Leslie referred to the map showing trails and streets.

Director Cottingham asked the board to raise any red flags about the replacement property now. In response to a question from Spanel, Leslie noted that the trails still will exist. Mayer suggested that staff be mindful of the various water access points in the area.

Meeting adjourned at 3:30 p.m.

Approved by:

Bill Chapman, Chair

Date

Recreation and Conservation Funding Board
Resolution #2011-06
June 2011 Consent Agenda

BE IT RESOLVED, that the following June 2011 Consent Agenda items are approved:

- a. Approval of Board Meeting Minutes – March 31, 2011
- b. Time Extension Requests:
 - Birch Bay Boat Launch Development, State Parks, RCO #06-1642D
 - Deception Pass Hoypus Day Use, State Parks, RCO #06-2073D
 - Qwuloolt Estuary Restoration and Interpretive Trail Project, Tulalip Tribe, Project #06-1604D
 - Klickitat Canyon NRCA 2006, Department of Natural Resources (DNR), Project #06-1841
 - Washougal Oaks NAP/NRCA 2006, DNR, Project #06-1812
 - Elk River NRCA 2006, DNR, Project #06-1824
- c. Clarification of Grant Maximum for Recreational Trails Program in Resolution 2011-04, Adopted March 31, 2011
- d. Recognition of Volunteers
- e. Cost Increase Request: BISC Pistol Range Upgrade, Bainbridge Island Shooting Club, RCO #07-1236
- f. Successor Organization for Cascade Rifle and Pistol Club
- g. Extension of Nonhighway and Off-road Vehicle Activities Program Plan

Resolution moved by: Mayer

Resolution seconded by: Saunders

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2001

Recreation and Conservation Funding Board
Resolution #2011-07
Washington Wildlife and Recreation Program
Final Funding Approval for Fiscal Year 2012 Projects

WHEREAS, the Recreation and Conservation Funding Board (board) recommended a ranked list of eligible Washington Wildlife and Recreation Program (WWRP) projects to the Governor for inclusion in the 2011-13 State Capital Budget; and

WHEREAS, the 2011-13 Capital Budget includes \$42 million for WWRP; and

WHEREAS, the 2011 Legislature approved projects contained in LEAP Capital Document No. 2011-3A; and

WHEREAS, RCW 79A.15.030 (7) authorizes RCO to use up to three percent (3%) of the WWRP appropriation for administration of the program; and

WHEREAS, the projects in the Riparian category provide habitat benefits for a variety of species, thereby supporting the board's strategy to provide partners with funding to for projects that help sustain Washington's biodiversity; protect "listed" species, and maintain fully functioning ecosystems; and

WHEREAS, the projects in the Farmland Preservation category meet criteria that demonstrate preference for perpetual easements, thus supporting the board's strategic goal to maximize the useful life of Board-funded projects; and

WHEREAS, the projects in the Habitat Conservation Account (a) address a variety of critical habitat needs, (b) restore existing lands to self-sustaining functionality, (c) protect areas that have retained their natural character and are important in preserving species or features of value, and (d) have been evaluated based on long-term viability, thereby supporting the board's goals to help agencies maximize the useful life of board-funded projects and to fund projects that maintain fully functioning ecosystems, sustain Washington's biodiversity, or protect "listed" species and natural settings; and

WHEREAS, the Outdoor Recreation Account projects involve acquisition, development, and/or renovation of properties for recreation, public access on state lands, trails, and access to water, thereby supporting the board's strategy to provide partners with funding to enhance recreation opportunities statewide, including bicycling and walking facilities and facilities most conducive to improved health; and

WHEREAS, the evaluation and approval of these projects occurred in open public meetings, thereby supporting the board's strategy to ensure that its work is conducted with integrity and in a fair and open manner, and the board's principles to make strategic investments that are guided by community support and established priorities; and

WHEREAS, funding these projects would further the board's strategic goal to "[f]und the best projects as determined by the evaluation process";

NOW THEREFORE BE IT RESOLVED, that the Recreation and Conservation Funding board hereby approves the ranked list of WWRP projects reflected in Table 1 – WWRP Final Funding Approval for Fiscal Year 2012; and

BE IT FURTHER RESOLVED, that three percent (3%) of the WWRP appropriation be subtracted from the appropriation, to be used for administration of the program, and the remaining funds be distributed to the eleven WWRP funding categories according to statutory requirements and RCO policy; and

BE IT FURTHER RESOLVED, that the Recreation and Conservation Funding Board hereby approves the funding amounts shown in Table 1 – WWRP Final Funding Approval for Fiscal Year 2012 and authorizes RCO's Director to execute agreements necessary to facilitate prompt project implementation.

Resolution moved by: Mayer

Resolution seconded by: Hoch

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-08
Aquatic Lands Enhancement Account
Final Funding Approval for Fiscal Year 2012 Projects

WHEREAS, the Recreation and Conservation Funding Board (board) recommended a ranked list of eligible Aquatic Lands Enhancement Account (ALEA) projects to the Governor for inclusion in the 2011-13 State Capital Budget; and

WHEREAS, the 2011 Legislature appropriated \$6.608 million for ALEA and approved projects contained in LEAP Capital Document No. 2011-3B incorporating the board's ranked list of projects and an additional project added by the legislature; and

WHEREAS, approval of these projects supports the board's strategic objective to provide funding to help partners protect, restore; and develop habitat facilities and lands; and

WHEREAS, the projects enhance, improve, or protect aquatic lands and provide public access to such lands and associated waters, thereby supporting the board's strategies to provide partners with funding for both conservation and recreation opportunities statewide,

NOW THEREFORE BE IT RESOLVED, that the Recreation and Conservation Funding Board hereby approves the ranked list of ALEA projects contained in *LEAP Capital Document No. 2011-3B* and reflected in *Table 1 – ALEA Ranked List of Projects, Fiscal Year 2012*; and

BE IT FURTHER RESOLVED, that the Recreation and Conservation Funding Board hereby approves the funding amounts shown in *Table 1 – ALEA Ranked List of Projects, Fiscal Year 2012*; and

BE IT FURTHER RESOLVED, that beginning immediately the Recreation and Conservation Funding Board authorizes RCO's Director to execute agreements and implement fiscal year 2012 funding.

Resolution moved by: Spanel

Resolution seconded by: Brittall

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-09
Approving Funding for State Fiscal Year 2012
State Agency Projects in the Boating Facilities Program

WHEREAS, for state fiscal year 2012, sixteen state agency Boating Facilities Program (BFP) projects are eligible for funding; and

WHEREAS, these BFP projects were evaluated using the Recreation and Conservation Funding Board (board) approved and adopted evaluation criteria; and

WHEREAS, these evaluations occurred in open public meetings, 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 sixteen BFP program projects meet program requirements as stipulated in Manual 9: *Boating Facilities Program: Policies and Project Selection*, thus supporting the board's strategy to fund the best projects as determined by the evaluation process; and

WHEREAS, the 2011-13 state capital budget provides \$4 million in funding for the program; and

WHEREAS, the projects provide for planning, development, and renovation of motorized boating access areas and facilities, thereby supporting the Board's strategy to provide partners with funding to enhance recreation opportunities statewide;

NOW, THEREFORE BE IT RESOLVED, that the Board hereby approves the ranked list and funding of projects as depicted in *Table 1 – Boating Facilities Program State Agency Category for State Fiscal Year 2012*; and

BE IT FURTHER RESOLVED, that the Director be authorized to execute project agreements necessary to facilitate prompt project implementation; and

BE IT FURTHER RESOLVED, that the ranked list of alternate projects remain eligible for funding until completion of the next grant cycle in this program category.

Resolution moved by: Mayer

Resolution seconded by: Spanel

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-10
Approving Funding for State Fiscal Year 2012
Local Agency Projects in the Boating Facilities Program

WHEREAS, for state fiscal year 2012, nineteen local agency Boating Facilities Program (BFP) projects are eligible for funding; and

WHEREAS, these BFP projects were evaluated using the Recreation and Conservation Funding Board (Board) approved and adopted evaluation criteria; and

WHEREAS, these evaluations occurred in open public meetings, 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 nineteen BFP program projects meet program requirements as stipulated in *Manual 9: Boating Facilities Program: Policies and Project Selection*, thus supporting the board's strategy to fund the best projects as determined by the evaluation process; and

WHEREAS, there is currently \$4 million available for local category projects in state fiscal year 2012 and \$41,653 in unused funds from previous grant rounds; and

WHEREAS, the projects provide for planning, acquisition, development, and renovation of motorized boating access areas and facilities, thereby supporting the board's strategy to provide partners with funding to enhance recreation opportunities statewide;

NOW, THEREFORE BE IT RESOLVED, that the board hereby approves the ranked list and funding of projects depicted in *Table 1 – Boating Facilities Program – Local Agency Category, State Fiscal Year 2012*; and

BE IT FURTHER RESOLVED, that the Director be authorized to execute project agreements necessary to facilitate prompt project implementation for the funded projects; and

BE IT FURTHER RESOLVED, that the alternate projects remain eligible for funding until completion of the next grant cycle in this program category.

Resolution moved by: Saunders

Resolution seconded by: Mayer

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Revised Resolution 2011-11
Boating Infrastructure Grant Program
Delegation of Authority to the Director

WHEREAS, the Recreation and Conservation Funding Board (board) submits grant applications to the U.S. Fish and Wildlife Service (USFWS) for the Boating Infrastructure Grant Program (BIG); and

WHEREAS, the Boating Programs Advisory Committee reviews these projects to help ensure consistency with the objectives of the Boating Infrastructure Grant Program managed by the USFWS; and

WHEREAS, this assessment by the committee promotes the board's objectives to conduct its work with integrity and in an open manner; and

WHEREAS, the projects must meet the program requirements stipulated in Manual #12, *Boating Infrastructure Grant Program: Policies* and rules established in the *Code of Federal Regulations*, thus supporting the board's strategy to fund the best projects as determined by the review and evaluation process; and

WHEREAS, the board's meeting schedule to consider the committee's results typically conflicts with the deadline for submitting application to the USFWS; and

WHEREAS, the board has previously delegated authority to the Recreation and Conservation Office (RCO) director to submit BIG projects to the USFWS for funding consideration; and

WHEREAS, delegation of authority supports the board's goal to operate efficiently; and

WHEREAS, consideration of these grant awards supports the board's strategy to provide funding to protect, preserve, restore, and enhance recreation opportunities statewide; and

NOW, THEREFORE BE IT RESOLVED, that the director is authorized to submit Tier 2 applications to the U.S. Fish and Wildlife Service for evaluation and funding consideration after review by the Boating Programs Advisory Committee; and

BE IT FURTHER RESOLVED, that before submitting the applications for Tier 2 to the USFWS, the director shall present the applications to the board at a regular or special meeting to allow opportunity for public comment; and

BE IT FURTHER RESOLVED, that the board authorizes the director to submit and execute any and all project agreements and amendments necessary to facilitate implementation of the approved projects.

Resolution moved by: Bloomfield

Resolution seconded by: Mayer

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-12
Approving Funding for State Fiscal Year 2012
Projects in the Firearms and Archery Range Recreation Program

WHEREAS, seven Firearms and Archery Range Recreation Program projects were submitted to the Recreation and Conservation Funding Board (board) for consideration for fiscal year 2012 funds, and

WHEREAS, all seven projects were evaluated by the Firearms and Archery Range Recreation Program Advisory Committee using evaluation criteria approved in an open public meeting by the board, 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 projects have been determined to meet program requirements as stipulated in statute, administrative rule, and policy, thus supporting the board's strategy to fund the best projects as determined by the evaluation process; and

WHEREAS, funding is available for the program for fiscal year 2012 from the 2011-13 state budget and from previous grant rounds; and

WHEREAS, the projects acquire and/or develop public outdoor recreation facilities, thereby supporting the board's strategy to provide partners with funding to enhance recreation opportunities statewide;

NOW, THEREFORE BE IT RESOLVED, that the board hereby approves the ranked list and funding of projects depicted in *Table 1 -- Firearms and Archery Range Recreation Program, State Fiscal Year 2012*; and

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

BE IT FURTHER RESOLVED, that the alternate projects remain eligible for funding until completion of the next grant cycle in this program category.

Resolution moved by: Mayer

Resolution seconded by: Saunders

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-13
Approving Funding for State Fiscal Year 2012
Nonhighway and Education and Enforcement Activities Program
Education and Enforcement Category Funding

WHEREAS, the 2011-13 state budget provides funding for the Nonhighway and Off-Road Vehicle Activities Program (NOVA) program, including \$1,721,921 for the Education and Enforcement category; and

WHEREAS, the Recreation and Conservation Office's (RCO) staff provided publications, website updates, public workshops, and other outreach opportunities to notify interested parties about the Nonhighway and Off-Road Vehicle Activities Program (NOVA); and

WHEREAS, twenty-one Education and Enforcement (E&E) projects were submitted for funding consideration; and

WHEREAS, these E&E project applications were evaluated by a committee selected for this purpose, using the Recreation and Conservation Funding Board's (board) adopted criteria; and

WHEREAS, the evaluations occurred in a public meeting, 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 21 projects meet program criteria, thus supporting the board's strategy to fund the best projects as determined by the evaluation process; and

WHEREAS, the projects support the provision of quality opportunities for NOVA recreationists – opportunities that protect user needs, are environmentally responsible, and minimize conflict between user groups;

NOW, THEREFORE BE IT RESOLVED, that the board approves the ranked list and funding as shown in *Table 1, Evaluation Ranked List and Funding Recommendations, NOVA Program Education and Enforcement Category, State Fiscal Year 2012*; and

BE IT FURTHER RESOLVED, that RCO's director is authorized to execute project agreements to facilitate prompt project implementation; and

BE IT FURTHER RESOLVED, that that the ranked list of alternate projects will remain eligible for funding until the next NOVA grants cycle.

Resolution moved by: Brittall

Resolution seconded by: Mayer

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-14
Approving Funding for State Fiscal Year 2012
Nonhighway and Off-Road Vehicle Activities Program
Nonhighway Road Category Funding

WHEREAS, the 2011-13 state budget provides funding for the Nonhighway and Off-Road Vehicle Activities Program (NOVA) program, including \$1,205,345 for the Nonhighway Road category; and

WHEREAS, the Recreation and Conservation Office (RCO) staff provided publications, website updates, public workshops, and other outreach opportunities to notify interested parties about the Nonhighway and Off-Road Vehicle Activities Program (NOVA); and

WHEREAS, nine Nonhighway Road (NHR) projects were submitted for funding consideration; and

WHEREAS, these NHR project applications were evaluated by a committee selected for this purpose, using the Recreation and Conservation Funding Board (board) adopted criteria; and

WHEREAS, the evaluations occurred in a public meeting, 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 nine projects meet program criteria, thus supporting the board's strategy to fund the best projects as determined by the evaluation process; and

WHEREAS, the projects provide opportunities for recreationists that enjoy such back road oriented activities as nonmotorized boating, camping, driving for pleasure, sightseeing, taking short walks, fishing, gathering, hunting, and picnicking, thereby supporting the board's strategy to provide partners with funding to enhance recreation opportunities statewide;

NOW, THEREFORE BE IT RESOLVED, that the board approves the ranked list and funding as shown in *Table 1, Evaluation Ranked List and Funding Recommendations, NOVA Program Nonhighway Road Category, State Fiscal Year 2012*; and

BE IT FURTHER RESOLVED, that RCO's director is authorized to execute project agreements to facilitate prompt project implementation; and

BE IT FURTHER RESOLVED, that that the ranked list of alternate projects will remain eligible for funding until the next NOVA grants cycle.

Resolution moved by: Spanel

Resolution seconded by: Mayer

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-15
Approving Funding for State Fiscal Year 2012
Nonhighway and Off-Road Vehicle Activities Program
Nonmotorized Category Funding

WHEREAS, the 2011-13 state budget provides funding for the Nonhighway and Off-Road Vehicle Activities Program (NOVA) program, including \$1,205,345 for the Nonmotorized category; and

WHEREAS, the Recreation and Conservation Office (RCO) staff provided publications, website updates, public workshops, and other outreach opportunities to notify interested parties about the Nonhighway and Off-Road Vehicle Activities Program (NOVA); and

WHEREAS, 28 Nonmotorized (NM) projects were submitted for funding consideration; and

WHEREAS, these NM project applications were evaluated by a committee selected for this purpose, using the Recreation and Conservation Funding Board (board) adopted criteria; and

WHEREAS, the evaluations occurred in a public meeting, 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 28 projects meet program criteria, thus supporting the board's strategy to fund the best projects as determined by the evaluation process; and

WHEREAS, the projects provide opportunities for recreationists who enjoy nonmotorized trail activities such as horseback riding, hiking, mountain biking, and cross-country skiing.

NOW, THEREFORE BE IT RESOLVED, that the board approves the ranked list and funding as shown in *Table 1, Evaluation Ranked List and Funding Recommendations, NOVA Program Nonmotorized Category, State Fiscal Year 2012*; and

BE IT FURTHER RESOLVED, that RCO's director is authorized to execute project agreements to facilitate prompt project implementation; and

BE IT FURTHER RESOLVED, that that the ranked list of alternate projects will remain eligible for funding until the next NOVA grants cycle.

Resolution moved by: Bloomfield

Resolution seconded by: Hoch

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-16
Approving Funding for State Fiscal Year 2012
Nonhighway and Off-Road Vehicle Activities Program
Off-Road Vehicle Category Funding

WHEREAS, the 2011-13 state budget provides funding for the Nonhighway and Off-Road Vehicle Activities Program (NOVA) program, including \$1,205,345 for the Off-Road Vehicle category; and

WHEREAS, the 2011-13 state budget provides funding for the NOVA program Off-Road Vehicle through permit fees, totaling \$2,721,200; and

WHEREAS, the Recreation and Conservation Office (RCO) staff provided publications, website updates, public workshops, and other outreach opportunities to notify interested parties about the Nonhighway and Off-Road Vehicle Activities Program (NOVA); and

WHEREAS, 30 Off-Road Vehicle (ORV) projects were submitted for funding consideration; and

WHEREAS, these ORV project applications were evaluated by a committee selected for this purpose, using the Recreation and Conservation Funding Board (board) adopted criteria; and

WHEREAS, the evaluations occurred in a public meeting, 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 30 projects meet program criteria, thus supporting the board's strategy to fund the best projects as determined by the evaluation process; and

WHEREAS, the projects provide opportunities for recreationists who enjoy motorized off-road activities, including motorcycling and riding all-terrain and four-wheel drive vehicles on trails and in competition sport parks;

NOW, THEREFORE BE IT RESOLVED, that the board approves the ranked list and funding as shown in *Table 1, Evaluation Ranked List and Funding Recommendations, NOVA Program Off-Road Vehicle Category, State Fiscal Year 2012*; and

BE IT FURTHER RESOLVED, that RCO's director is authorized to execute project agreements to facilitate prompt project implementation; and

BE IT FURTHER RESOLVED, that that the ranked list of alternate projects will remain eligible for funding until the 2012 NOVA grants cycle.

Resolution moved by: Hoch

Resolution seconded by: Mayer

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board

Revised Resolution #2011-17

Approving Policy Regarding Eligibility of Overnight Recreational Facility Structures

WHEREAS, recipients of grant funds have asked Recreation and Conservation Office (RCO) to make determinations regarding whether certain uses are reimbursable program costs; and

WHEREAS, RCO staff have responded to these inquiries by clarifying policy regarding eligibility of overnight recreational facility structures; and

WHEREAS, the policy will make overnight recreational facility structures of simple, basic design eligible for reimbursement in the Land and Water Conservation Fund (LWCF) and in the Washington Wildlife and Recreation Program (WWRP) Local Parks, State Parks and State Lands Development and Renovation categories; and

WHEREAS, the policy was published for 30-day public review, thereby supporting the board's goal to perform its work to assist grant recipients in providing outdoor recreation opportunities;

WHEREAS, clarifying these policies supports the board's strategy to develop strategic investment policies and plans so that projects selected for funding meet the state's recreation and conservation needs; and

NOW THEREFORE BE IT RESOLVED, that the board adopts the policy intent as follows *"Stand-alone overnight recreational facility structures (such as cabins, yurts and bunkhouses) of simple, basic design are eligible for reimbursement in some grant programs and categories if they are used for the purpose of supporting outdoor recreation and are available to the general public in an equitable manner. A simple, basic design can include a toilet, sinks, and general utilities described in Section 2, Eligible Support Elements. Overnight recreational facility structures exceeding 500 square feet or intended for uses other than recreational rental unit uses (for example, leasing, housing, office/meeting room uses) are not eligible for reimbursement. Overnight recreational facility structures that exceed a simple, basic design (for example, more than 500 square feet) will not be reimbursed. Appliances, furniture, furnishings and other non-fixtures are not eligible for reimbursement."*; and

BE IT FURTHER RESOLVED, that structures are eligible only in Land and Water Conservation Fund, Washington Wildlife and Recreation Program State, Local Parks, and State Lands Development and Renovation categories; and

BE IT FURTHER RESOLVED, that the board directs RCO staff to incorporate these policy statements into the applicable manuals for the with language that reflects the policy intent; and

BE IT FURTHER RESOLVED, that these policies shall be effective upon adoption by the board.

Resolution moved by: Brittall

Resolution seconded by: Mayer

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board
Resolution #2011-18
Approving New Policy Regarding Allowable Project Uses

WHEREAS, recipients of grant funds frequently ask Recreation and Conservation Office (RCO) to make determinations regarding whether certain uses are permitted on grant-funded land and facilities; and

WHEREAS, RCO staff currently has no policy or standard practice for determining whether certain uses are permitted on grant-funded land and facilities; and

WHEREAS, governing statutes and rules state that grant-funded land and facilities may not, without prior approval of the board, be converted to a use other than that for which funds were originally approved; and

WHEREAS, allowable uses grant-funded land and facilities are distinguished from those eligible for reimbursement; and

WHEREAS, RCO staff have responded to these inquiries by developing a proposed new policy regarding allowable uses of grant-funded land and facilities; and

WHEREAS, the policy will help staff make clear, consistent, and more streamlined decisions about how to determine whether certain uses are consistent with the grant funding; and

WHEREAS, this policy is critical to ensuring that the board investments are maintained, and that the statutory intent of the programs is upheld; and

WHEREAS, this policy will clarify, rather than expand, already-existing policy; and

WHEREAS, evaluating allowable uses is an integral part of the RCO's compliance policy, which the board has established as a priority in its annual work plan; and

WHEREAS, the policy was published for 30-day public review, thereby supporting the board's goal to perform its work in an open manner;

NOW THEREFORE BE IT RESOLVED, that the board adopts the policy intent as presented June 2011; and

BE IT FURTHER RESOLVED, that the board directs RCO staff to incorporate these policy statements into the applicable manuals with language that reflects the policy intent.

Resolution moved by: _____

Resolution seconded by: _____

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Recreation and Conservation Funding Board

Resolution #2011-19

A Resolution to Recognize the Service of Greg Lovelady To the Residents of Washington State and the Recreation and Conservation Funding Board

WHEREAS, Greg W. Lovelady has worked for the Recreation and Conservation Office (RCO) and its predecessor Interagency Committee for Outdoor Recreation (IAC) since November 1974 and had announced that he will retire on July 31, 2011, after nearly 37 years of service; and

WHEREAS, during his career with RCO, Mr. Lovelady has capably performed such varied work as managing all terrain vehicle projects (which included riding the agency's motorcycle in the backcountry), directing recreational planning efforts for the Statewide Comprehensive Outdoor Recreation Plan, supporting local agency planning, and developing the agency capital budget; and

WHEREAS, Mr. Lovelady served as the Off-road Vehicle (later Nonhighway and Off-road Vehicle Activities) Coordinator for many years, overseeing program planning, policy development, grant manual and evaluation question development, and project management; and

WHEREAS, Mr. Lovelady has provided significant and expert advice to applicants and sponsors alike, and has witnessed the approval of over 500 projects for trail users in the Recreational Trails Program totaling more than \$46 million and more than 1,100 projects in the Nonhighway and Off-road Vehicle Activities program totaling more than \$101 million; and

WHEREAS, since 1998, he has skillfully represented the RCO in the Washington State Trails Coalition and the Washington State Trails Conference, supporting the effort to further a statewide system of trails through voluntary and public involvement and in cooperation with landowners and land managers; and

WHEREAS, the Recreation and Conservation Funding Board and its predecessor held 138 meetings during his tenure, and his participation greatly enhanced the board's ability to make informed decisions through his knowledge, attention to detail, and talent for sharing necessary information; and

WHEREAS, Mr. Lovelady is known for his professionalism, unflappable demeanor, commitment to service, diplomacy, and communication among citizen groups, nonprofit organizations, Native American tribes, local and state agencies, and his colleagues; and

WHEREAS, Greg W. Lovelady represents the best in state service and demonstrates a peerless commitment to dependable, thoughtful and thorough analysis, delivered with a pencil in hand, as well as good humor and grace; and

WHEREAS, Greg W. Lovelady -- a supervisor, a mentor, and a friend -- will be deeply missed;

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

Approved by Signature of the Members of the Recreation and Conservation Funding Board
in Olympia, Washington on June 22, 2011

Recreation and Conservation Funding Board
Resolution 2011-20
Approving Conversion for Sullivan Park in Everett (RCO #79-011D)

WHEREAS, the city of Everett (city) used a grant from the Land and Water Conservation Fund (LWCF) to enhance water-oriented recreation activities at Sullivan Park; and

WHEREAS, the city permitted conversion of a portion of the property to a fire station and access road; and

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

WHEREAS, the city is asking for Recreation and Conservation Funding Board (board) approval to replace the converted property with property purchased under a waiver of retroactivity in 2008; and

WHEREAS, the proposed replacement property is in close proximity to the conversion site, is linked to the conversion site by a region-wide pedestrian/bicycle trail, has an appraised value that is greater than the conversion site, and is approximately twice the size of the conversion site; and

WHEREAS, the site will provide opportunities that closely match those displaced by the conversion and will expand the city's park system in an area that had been identified in its comprehensive plan as needing additional recreation opportunities, thereby supporting the board's goals to provide funding for projects that result in public outdoor recreation purposes and the expansion of trails; and

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

NOW, THEREFORE BE IT RESOLVED, Recreation and Conservation Funding Board approves the conversion request and the proposed replacement site for RCO Project #79-011 Sullivan Park as presented to the board on June 24, 2011 and set forth in the board memo prepared for that meeting; and

AND BE IT FURTHER RESOLVED, that the board hereby authorizes the RCO director to give interim approval for the properties acquired with LWCF funds and forward the conversion to the National Park Service (NPS) for final approval.

Resolution moved by: Saunders

Resolution seconded by: Hoch

Adopted/Defeated/Deferred (underline one)

Date: June 22, 2011

Item 1B

Meeting Date: September 2011
Title: Service Recognition of Volunteers
Prepared By: Lorinda Anderson
Approved by the Director:



Proposed Action: Decision**Summary**

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 selecting 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 2011-21 (consent).

Aquatic Lands Enhancement Account Advisory Committee

Name	Position	Years
Cathy Lear	Clallam County	8
Tim Myers	Whitman County Parks	7
Barry Troutman	WA Department of Fish and Wildlife	2

Boating Programs Advisory Committee

Name	Position	Years
Martha Comfort	Citizen, Seattle	4
Michael Greaves	Citizen, Seattle	4

Land and Water Conservation Fund Advisory Committee

Name	Position	Years
Deb Wallace	State Parks	1

Nonhighway and Off-road Vehicle Activities Advisory Committee

Name	Position	Years
Arlene Brooks	Citizen, (ORV – 4 x 4), Auburn	11
Jeff Lambert	Citizen. (Pedestrian), Spokane	8
John Spring	Citizen, (Nonhighway Road), Mercer Island	8
Art Tuftee	Citizen, (Mountain Bicycle), Seattle	8

Attachments

Individual Service Resolutions



A Resolution to Recognize the Service of

Cathy Lear

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

WHEREAS, from 2004 through 2011, Cathy Lear 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 ALEA 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. Lear'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. Lear.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

Tim Myers

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

WHEREAS, from 2004 through 2010, Tim Myers 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 ALEA 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. Myer'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. Myers.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

Barry Troutman

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

WHEREAS, from 2010 through 2011, Barry Troutman represented the Washington State Department of Fish and Wildlife and 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 ALEA 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. Troutman'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. Troutman.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

Martha Comfort

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

WHEREAS, from 2008 through 2011, Martha Comfort 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 and program planning; and

WHEREAS, the service included review and evaluation of Boating Facilities Program projects for state funding consideration and review and assessment of Boating Infrastructure Grant projects for federal funding consideration; 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. Comfort'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. Comfort.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

Steve Greaves

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

WHEREAS, from 2008 through 2011, Steve Greaves 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 and program planning; and

WHEREAS, the service included review and evaluation of Boating Facilities Program projects for state funding consideration and review and assessment of Boating Infrastructure Grant projects for federal funding consideration; 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. Greaves'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. Greaves.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

Deb Wallace

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

WHEREAS, from 2010 through 2011, Deb Wallace represented the Washington State Parks and Recreation Commission and 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 LWCF projects; 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. Wallace'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. Wallace.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

Arlene Brooks

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

WHEREAS, from 2000 through 2011, Arlene Brooks served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-road Vehicle Activities (NOVA) 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 NOVA projects; 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. Brooks'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. Brooks.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

Jeff Lambert

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

WHEREAS, from 2004 through 2011, Jeff Lambert served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-road Vehicle Activities (NOVA) 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 NOVA projects; 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. Lambert'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. Lambert.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

John Spring

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

WHEREAS, from 2004 through 2011, John Spring served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-road Vehicle Activities (NOVA) 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 NOVA projects; 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. Spring'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. Spring.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair



A Resolution to Recognize the Service of

Art Tuftee

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

WHEREAS, from 2004 through 2011, Art Tuftee served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-road Vehicle Activities (NOVA) 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 NOVA projects; 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. Tuftee'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. Tuftee.

Approved by the Recreation and Conservation Funding Board
in Okanogan, Washington
on September 21, 2011

Bill Chapman, Chair

Item 1C

Meeting Date: September 2011
Title: Cost Increase Request: Tri Cities Shooting Association
TSCA Hunter Education Range, RCO #09-1204
Prepared By: Sarah Thirtyacre, Grants Manager
Approved by the Director: 

Proposed Action: Decision**Summary**

The Tri Cities Shooting Association (TCSA) is asking the Recreation and Conservation Funding Board (board) to approve a cost increase for the TSCA Hunter Education Range (RCO #09-1204). The need for the increase is related to increased construction costs for development elements that are required to ensure the facility is in compliance with the Americans with Disabilities Act (ADA).

The requested cost increase exceeds ten percent of the project budget total, so policy requires that the board review this request.

Staff Recommendation

Staff recommends approval of the \$8,243 (34 percent) cost increase for project #09-1204 via Resolution #2011-21 (consent calendar).

Strategic Plan Link

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

Background

Project Name: TSCA Hunter Education Range		Project #: 09-1204	
Grant Program: Firearms and Archery Range Recreation Program		Board funded date: 11/5/2009	
RCO Amount:	\$23,986	Sponsor Match:	\$32,438
RCO Increase:	\$8,243	Sponsor Increase:	\$11,147
Total Amount:	\$56,424		
Total Increase:	\$19,390		
New RCO Amount:	\$32,229	New Sponsor Match:	\$43,585
New Total:	\$75,814		

Description of project and progress to date

The TSCA is using this grant to renovate facilities that serve the hunter education range. The project proposal called for the following:

- Develop a new hunter education range
- Construct berms to control ricochets
- Develop a practical field exercise site
- Upgrade the parking area to make it accessible to people with disabilities.

The sponsor has completed all scope elements and RCO has conducted a final inspection¹.

Analysis

Cost increases are allowed for FARR projects when funds are available. Manual #7, *Funded Projects: Policies and the Project Agreement* outlines the cost increase policy, which states:

- The sponsor must have little control over the condition causing the overrun,
- The sponsor must have fully explored alternatives to completing the project, and
- The increase is only for elements included in the project agreement.

Staff finds that the TSCA Hunter Education Range project meets the criteria required for cost increases.

Evaluation of the Conditions Causing the Overrun

The sponsor originally estimated the cost of construction, permitting and design for this project to be \$56,424. While the design and permitting came in under budget, the construction costs were significantly higher than anticipated. The overruns occurred when the TSCA discovered topographical challenges to constructing the ADA parking as originally designed.

The TSCA's plan was to expand their existing parking area and create an ADA compliant pathway to the new hunter education range. During the design phase, they decided that installing the ADA parking in the existing parking lot was not feasible because the soil and topography could not support development of a barrier-free access path. Instead, TSCA decided to put the parking adjacent to the range. This decision meant they would need additional funds for site preparation, paving, and signing. They originally planned to use volunteers for the parking lot development; however, based on the revised plans, they decided to purchase professional services for development of the parking areas.

¹ The board is receiving the request after the work is completed due to conflicts between the scheduled board meetings and the sponsor's desire to meet contractual milestones.

Evaluation of Practical Alternatives

The sponsor had few alternatives since the primary focuses of the project was to improve safety and provide barrier free access to the range. The sponsor considered and rejected two alternatives: (1) terminate the grant contract, and (2) request a significant scope reduction. Either option would have left the site unusable and would not have satisfied county permitting requirements, so they were not considered viable.

The third alternative was to secure additional funds to complete the full scope of work. After discussions with the RCO, the sponsor decided to request a cost increase because increased funds were needed to comply with ADA requirements and would result in the site being fully developed and useable. The sponsor has secured additional matching funds to meet the RCO match requirement.

Evaluation of Elements Related to the Increase

The parking lot, ADA parking, and pathways are all elements within the original scope of this project.

Next Steps

If the board approves the cost increase request, RCO staff will execute the necessary amendments to amend the project agreement as directed.

Item 2A

Meeting Date: September 2011
Title: Director's Report
Prepared By: Kaleen Cottingham, Director



Proposed Action: Briefing

Summary

To minimize duplication, some items that might normally be included in the director's report have been deleted here and included in other memos throughout the notebook (such as the policy director's report, and the grant manager's report).

Streamlining Grant Applications

With fewer staff and requests from grant applicants for shorter processes, we are looking at ways to make our grant application process more efficient. Staff is working on tools and processes to help us streamline our 2012 grant cycle. Specific tasks include a proposal to the Recreation and Conservation Funding Board (board) to use a written evaluation process for several grant categories (Item 5C); modifying some of our internal processes to gain more efficiencies; developing online tools for applicants; planning the 2012 grants workshop; establishing and updating committees to assist with project review and evaluations (Item 2C); and clarifying the purpose, intent, and focus of project reviews for new applications.

Another new element is that applicants must meet the planning eligibility requirements by March 1, 2012 or they will not be eligible to participate in the grant round. That will prevent unnecessary work by our staff and evaluators.

RCO Organizes State Grants and Loan Webinar

RCO, along with other natural resources agencies, is hosting a Webinar (online workshop) of grants and loans available this biennium. The Webinar is September 8 from 1-3:30 p.m. To register, visit www.rco.wa.gov/webinar.shtml. As of August 26, more than 400 people had registered. The Webinar gives attendees a chance to hear about all the grants and loans offered by many natural resource agencies without having to travel or call each agency individually. This effort is a result of Governor Chris Gregoire's call for ways to make the natural resource agencies more efficient.

Meetings to Strategize and Highlight RCO programs

I have had a busy summer. Below is a summary of some of the key meetings in the past two months.

- Met with **Washington State Trails Coalition** to ensure communications and coordination continue after the retirement of long-time RCO staffer Greg Lovelady. The meeting was productive and RCO outlined its planned involvement in coalition activities in the next two years. In addition, RCO selected Senior Grants Manager Darrell Jennings as the new primary contact for this group.
- Spoke at the **Washington Association of Land Trusts** meeting about RCO's activities, such a grant application streamlining, the grants and loan Webinar, and work on policies such as allowable uses of grant-funded land.
- Met with staff of the **Washington Wildlife and Recreation Coalition** to compare notes from the legislative session and discuss preparations for the 2012 session.
- Together with the Department of Fish and Wildlife, provided a **tour for congressional staff** of many salmon recovery projects in the Skagit Valley and out into the San Juan Islands. The highlight of the day was seeing several humpback whales.
- Attended **Olympia's Percival boardwalk opening ceremony**. It seems that the entire City of Olympia turned out to see the newly completed renovations at Olympia's Percival Landing. I was joined by board member Steven Drew, a dozen or more RCO staffers, and hundreds of citizens to dedicate the new facilities. The city has done an excellent job in replacing the old wood boardwalk and floating docks with new materials that are designed to better withstand the water and weather. They removed 200 creosote pilings and pulled much of the boardwalk so that it does not shade the water. It also has replaced the old shower and restrooms with a new building that was designed to match a historic structure that was onsite in the late 1800s.
- Traveled to **Pierce County** with Rachel Langen, Marguerite Austin, and Karl Jacobs to tour 15 recreation sites funded by the Recreation and Conservation Funding Board. We saw a variety of old and new projects, some just funded, and some under construction. One highlight of the trip was a guided tour of the construction at Kandle Park in Tacoma by staff from the Metropolitan Park District. This 10-acre community park is undergoing a complete renovation – construction is underway on a new wave pool, spray areas, playground, skate elements, pathways, and a multipurpose field. We are planning to take the board on a tour of this site at the November meeting.

Status of Land and Water Conservation Fund

We have received our 2011 apportionment for the federal Land and Water Conservation Fund and it amounts to \$771,000. The future funding level for the program is highly uncertain. The

House has proposed almost no funding for the LWCF stateside program. While the Senate is expected to support a higher level, the cuts called for in the debt ceiling agreement may make that difficult. We are unlikely to see a final resolution of the 2012 funding level for some time. Despite budget uncertainty, we are beginning work on the 2013 State Comprehensive Outdoor Recreation Plan (SCORP), which is required to be updated in order to receive the federal grant funds. Because of budget and staffing constraints, we will contract out much of the work, supervised by our policy staff. We will focus on surveying the public about their recreation habits and assessing supply and need for recreation facilities.

RCO Welcomes New Salmon Board Member

Governor Gregoire appointed Phil Rockefeller, a member of the Northwest Power and Conservation Council, to the Salmon Recovery Funding Board, effective in July. Mr. Rockefeller is a 13-year veteran of the Washington State Legislature. Among his legislative accomplishments is the 2007 bill creating the Puget Sound Partnership. He also was one of the strongest advocates of renewable energy investment, fish and wildlife protection, and development of state and local adaptation strategies to address impacts of climate change. His life experiences also includes service in the U.S. Air Force, federal employment with Congress and various federal agencies in the Pacific Northwest, as well as four years as assistant to former Governor John Spellman. As a legislator, he chaired the Senate Environment, Water & Energy Committee. Mr. Rockefeller received his undergraduate degree from Yale University and his law degree from Harvard. He lives on Bainbridge Island, and spends much of his free time in their community garden where they grow food to donate to the local food bank.

How is RCO Doing in Meeting Goals

The attached chart shows our Government Management and Accountability Program (GMAP) measures since the beginning of the biennium (July 1). Some of our measures are reported only quarterly or yearly.

Project Delivery and Delay	Target	YTD	Current Period		Notes
Percent of Projects Issued Agreement within 120 Days of Board Funding	75%	45%	45%	↑	Strong initial performance, with 45% of RCFB-approved grants mailed in the first 30 days (7/1 through 7/31)
Percent of Projects Under Agreement within 180 Days of Board Funding	95%	25%	25%	↑	Strong initial performance, with 25% of RCFB-approved grants signed in the first 30 days (7/1 through 7/31)
Number of Projects Inspected (Post-Completion)	None	13	13	↔	The number is down significantly from years past, likely due in part to the loss of interns, but potentially also to a lag in data entry.
Progress Reports Responded to On Time	60%	83%	83%	↑	Staff continues to exceed this target.
Number of Projects in Project Backlog	52 (estimate; goal is 0)	54	54	↔	Number is nearly identical to the same time last year. Estimates adjusted to reflect average % of backlog closed by month in previous years.

Project Delivery and Delay	Target	YTD	Current Period		Notes
Percent of Projects in Backlog Closed within 60 days	75%	50%	50%	↔	1 of 2 projects due to close from the backlog this month was closed.
Percent of Projects Closed within 120 Days of Funding End Date	70%	91%	91%	↑	Reflects 20 projects closing on time or early, and 2 projects entering the backlog. Of those due to close this month, however, 63% closed on time.
Percent of Projects Closed without Time Extension	50%	50%	50%	↑	Staff continues to meet or exceed this target.
Percent of Projects Receiving Second or Higher Time Extension	None	64%	64%	↔	9 of the 14 extensions were the second or higher. Highest rate in the last 13 months.
Percent of Funds Expended				□	No data as of July 31, 2011.
Percent of Bills Paid within 30 days	100%	84%	84%	↑	Strong performance in July. Six of the 8 bills that have not been paid have documentation issues noted in narrative. Average days to pay was 16.

Communication and Outreach	Target	Fiscal YTD	Current Period		Notes
Number of Web visits	None	20,590	20,590		Slightly below number for same point in previous years. However, the length of the visit and number of pages viewed is increasing. The June RCFB notebook was the top downloaded file.

News from Our Sister Boards


Salmon Recovery Funding Board (SRFB): The next SRFB meeting will be August 31 and September 1 in Ellensburg. On day one, staff will be asking the board to consider a sponsor's request for type, scope, and cost changes to the Leque Island Estuary Restoration project. Staff also will brief the board on the audit of the public engagement process associated with the Bear River Estuary Project. Other staff briefings will address landowner commitment for restoration projects, the Family Forest Fish Passage Program, and preparation for the 2012 legislative session. The second day of the meeting is limited to a tour of projects in the area. Alex Conley, director of the Yakima Basin Fish and Wildlife Recovery Board, will lead the tour along with RCO staff.

Washington Invasive Species Council: The council will meet on September 15. In addition to preparing for that meeting, the staff is preparing recommendations to the State Environmental Policy Act (SEPA) coordinators on incorporating invasive species considerations into the SEPA environmental checklist (through the guidance document). A Draft document has been completed and is being reviewed by council members. Staff also attended a special session on invasive species that was part of the Pacific Northwest Economic Region annual summit. Council staff is working with partners from Idaho, Oregon, Washington, Alaska, British Columbia, Alberta, and Saskatchewan, to lead the implementation of action items resulting from the summit.

Habitat and Recreation Lands Coordinating Group (lands group): On August 2, the lands group hosted the third Annual State Land Acquisition Coordinating Forum for state agencies to share information about state acquisition projects funded recently and to coordinate plans for future purchases. Participating agencies presented maps and other information about land they

received funding in 2011 to purchase, and land they plan to request grant funding to acquire in the future. Legislators and legislative staff attended, in addition to non-government agencies, local government, and state agency representatives. The discussion showed the need for more education about various state acquisition programs and why conservation of critical habitat is important. It is also clear from the questions that more education is needed on how state agencies identify priorities for conservation. Attendees wanted to know how the state agency acquisition projects fit within a statewide land acquisition strategy. The lands group is preparing the first Biennial State Land Acquisition Monitoring Report and its final recommendations to the Legislature on whether to continue the lands group past its sunset date of July 2012.

Item 2B

Meeting Date: September 2011
Title: Fiscal Report
Prepared By: Mark Jarasitis, Chief Financial Officer
Approved by the Director: 

Proposed Action: Briefing

Recreation and Conservation Funding Board Fiscal Report

The attached financial reports reflect Recreation and Conservation Funding Board (board) activities as of July 31, 2011.

- Attachment A reflects the budget status of board activities by program.
- Attachment B reflects the budget status of the entire agency by board.
- Attachment C reflects the revenue collections.
- Attachment D is a Washington Wildlife Recreation Program (WWRP) summary. Since the beginning of this program, \$563 million of funds appropriated in the WWRP program have been spent or accrued.

If you have any questions on the materials, please call Mark Jarasitis at (360) 902-3006 or inquire at the meeting.

Attachments

- A. Recreation and Conservation Funding Board - Activities by Program
- B. Recreation and Conservation Office – Entire Agency Summary by Board
- C. Recreation and Conservation Funding Board – Revenue Report
- D. Recreation and Conservation Funding Board – Washington Wildlife and Recreation Program Summary

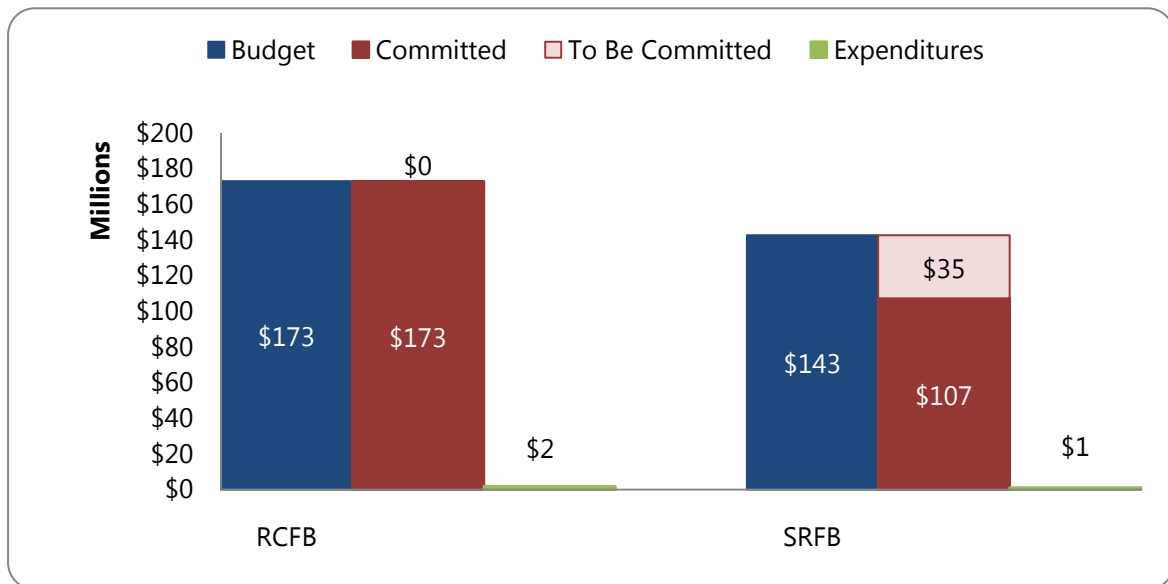
Recreation and Conservation Office – Entire Agency Summary by Board

2011-13 Budget Status Report, Capital + Operating the Agency

For the Period of July 1, 2011 - June 30, 2013, actuals through 7/31/2011 (08/15/11 fm 01)

Percentage of biennium reported: 4.2%

	BUDGET			COMMITTED		TO BE COMMITTED		EXPENDITURES	
	New	Reapp.	new and reapp. 2011-13	Dollars	% of budget	Dollars	% of budget	Dollars	% of committed
Board/Program									
RCFB	\$66,424,693	\$106,478,322	\$172,903,015	\$172,635,334	99.8%	\$267,682	0.2%	\$1,832,831	1%
SRFB	\$37,133,093	\$105,508,039	\$142,641,132	\$107,253,277	75.2%	\$35,387,854	24.8%	\$1,087,243	1%
Invasive Species Council	\$216,000	\$0	\$216,000	\$216,000	100%	\$0	0.0%	\$6,716	3%
Total	\$103,773,786	\$211,986,361	\$315,760,147	\$280,104,611	89%	\$35,655,536	11.29%	\$2,926,790	1%



Recreation and Conservation Funding Board - Activities by Program

For the Period of July 1, 2011 - June 30, 2013, actuals through 7/31/2011 (08/15/11 fm 01)

Percentage of biennium reported: 4.2%

	BUDGET	COMMITTED		TO BE COMMITTED		EXPENDITURES	
	new & reapp. 2011-13	Dollars	% of budget	Dollars	% of budget	Dollars	% of committed
Grant Programs							
WA Wildlife & Rec. Program (WWRP)							
WWRP Reappropriations	\$84,802,000	\$84,534,318	100%	\$267,682	0.3%	\$1,286,889	1.5%
WWRP New 11-13 Funds	40,740,000	40,740,000	100%	0	0.0%	0	0.0%
Boating Facilities Program (BFP)							
BFP Reappropriations	2,997,000	2,997,000	100%	0	0.0%	15,282	0.5%
BFP New 11-13 Funds	8,000,000	8,000,000	100%	0	0.0%	0	0.0%
Nonhighway & Off-Road Vehicle (NOVA)							
NOVA Reappropriations	4,520,000	4,520,000	100%	0	0.0%	0	0.0%
NOVA New 11-13 Funds	5,500,000	5,500,000	100%	0	0.0%	0	0.0%
Land & Water Conserv. Fund (LWCF)							
LWCF Reappropriations	2,593,047	2,593,047	100%	0	0%	0	0.0%
LWCF New 11-13 Funds	0	0	0%	0	0%	0	0.0%
Aquatic Lands Enhan. Account (ALEA)							
ALEA Reappropriations	4,554,000	4,554,000	100%	0	0.0%	147,668	3.2%
ALEA New 11-13 Funds	6,806,000	6,806,000	100%	0	0.0%	0	0.0%
Recreational Trails Program (RTP)							
RTP Reappropriations	3,107,557	3,107,557	100%	0	0.0%	124,840	4.0%
RTP New 11-13 Funds	0	0	0%	0	0.0%	0	0.0%
Youth Athletic Facilities (YAF)							
YAF Reappropriations	712,000	712,000	100%	0	0.0%	10,500	1.5%
Firearms & Archery Range Rec (FARR)							
FARR Reappropriations	634,199	634,199	100%	0	0%	9,620	1.5%
FARR New 11-13 Funds	365,000	365,000	100%	0	0%	919	0.3%
Boating Infrastructure Grants (BIG)							
BIG Reappropriations	1,447,532	1,447,532	100%	0	0%	7,901	0.5%
BIG New 11-13 Funds	0	0	100%	0	0%	0	0.0%
Sub Total Grant Programs	166,778,335	166,510,654	100%	267,682	0%	1,603,617	1.0%
Administration							
General Operating Funds	6,124,680	6,124,680	100%	0	0%	229,214	3.7%
Grant and Administration Total	\$172,903,015	\$172,635,334	100%	\$267,682	0%	\$1,832,831	1.1%

Note: The budget column shows the state appropriations and any received federal awards.

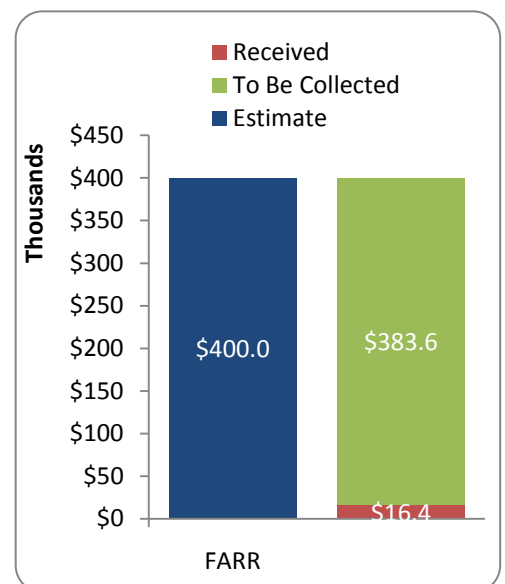
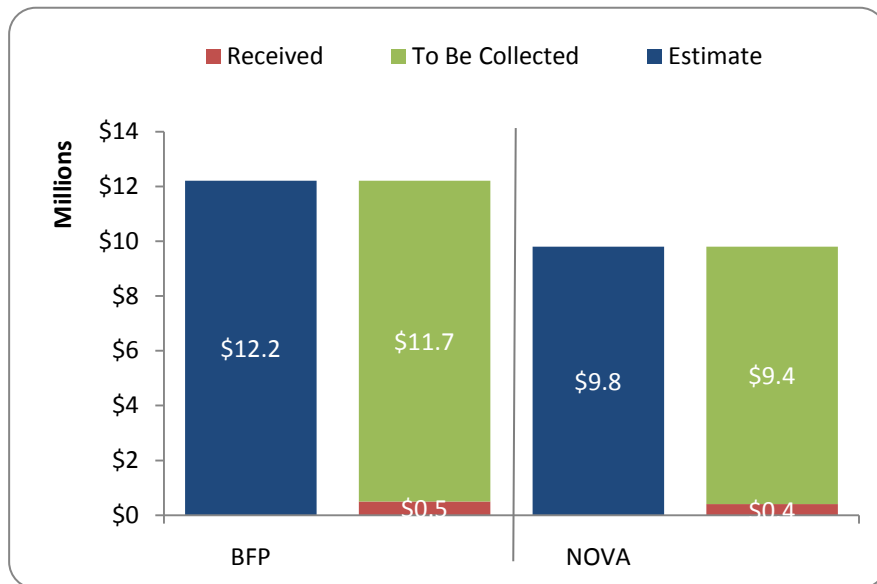
Recreation and Conservation Funding Board – Revenue Report

2009-11 Budget Status Report - Revenues

For the Period of July 1, 2011 - June 30, 2013, actuals through 7/31/2011 (08/15/11 fm 01)

Percentage of biennium reported: 4.2%

Revenue	Biennial Forecast Estimate	Collections	
		Actual	% of Estimate
Boating Facilities Program (BFP)	\$12,213,100	\$499,917	4%
Nonhighway, Off-Road Vehicle Program (NOVA)	9,805,565	402,368	4%
Firearms and Archery Range Rec Program (FARR)	400,000	16,428	4%
Total	22,418,665	918,713	4%



Revenue Notes:

Boating Facilities Program (BFP) revenue is from the unrefunded marine gasoline taxes.

Nonhighway, Off-Road Vehicle Program (NOVA) revenue is from the motor vehicle gasoline tax paid by users of ORVs and nonhighway roads and from the amount paid for by ORV use permits.

Firearms and Archery Range Rec Program (FARR) revenue is from \$3 each concealed pistol license fee.

This reflects the most recent revenue forecast. The next forecast is due in September 2011.

RCFB – Washington Wildlife and Recreation Program Summary

1990 Through July 2011

History of Biennial Appropriations

Biennium	Appropriation
89-91 Biennium	\$53,000,000
91-93 Biennium	61,150,000
93-95 Biennium	65,000,000
95-97 Biennium*	43,760,000
97-99 Biennium	45,000,000
99-01 Biennium	48,000,000
01-03 Biennium	45,000,000
03-05 Biennium	45,000,000
05-07 Biennium **	48,500,000
07-09 Biennium ***	95,491,955
09-11 Biennium ****	67,344,750
11-13 Biennium *****	40,740,000
Grand Total	\$657,986,705

Notes to History of Biennial Appropriations:

* Original appropriation was \$45 million.

** Entire appropriation was \$50 million.

3% (\$1,500,000) went to admin.

*** Entire appropriation was \$100 million.

3% (\$3,000,000) went to admin. Removed \$981,000 with FY 10 supplemental, removed \$527,045 with FY 2011 supplemental.

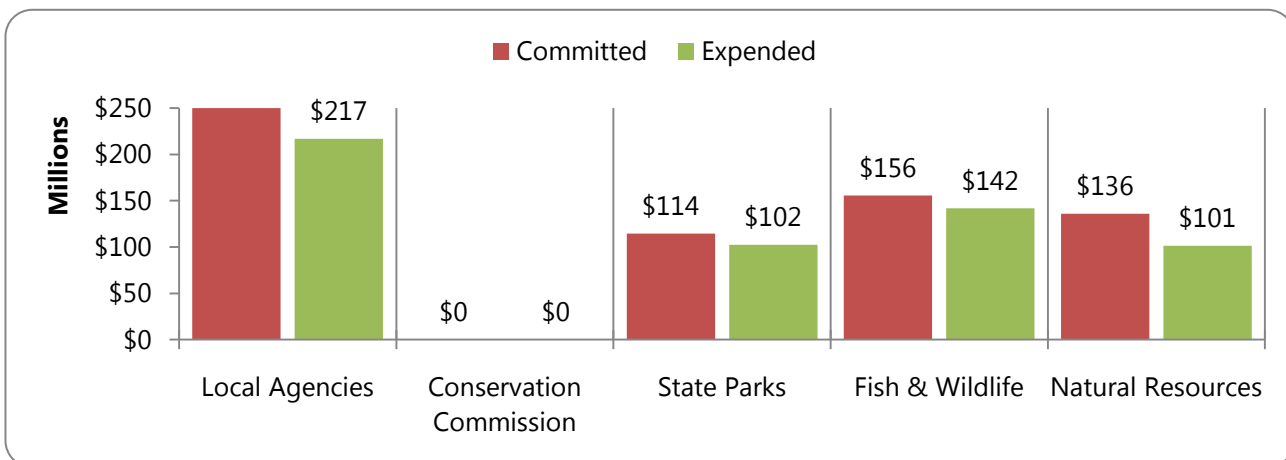
**** Entire appropriation was \$70 million.

3% (\$2,100,000) went to admin. Removed \$555,250 with FY 2011 supplemental.

***** Entire appropriation was \$42 million. 3% or \$1,260,000 went to admin.

History of Committed and Expenditures

Agency	Committed	Expenditures	% Expended
Local Agencies	\$250,985,039	\$216,646,665	86%
Conservation Commission	\$383,178	\$353,018	92%
State Parks	\$114,356,835	\$102,380,922	90%
Fish & Wildlife	\$155,519,154	\$141,695,420	91%
Natural Resources	\$135,739,806	\$101,354,190	75%
Riparian Habitat Admin	\$185,046	\$185,046	100%
Land Inventory	\$549,965	\$549,965	100%
Sub Total Committed	\$657,719,023	\$563,165,227	86%



Item 2C

Meeting Date: September 2011
Title: Policy Report
Prepared By: Steve McLellan, Policy Director
Approved by the Director:



Proposed Action: Briefing

The Policy Section is working on a number of issues at the request of the Recreation and Conservation Funding Board (RCFB), Salmon Recovery Funding Board (SRFB), the legislature, and the Recreation and Conservation Office (RCO) staff and director. This memo highlights the status of some key efforts.

Our work on policy manual development for the 2012 grant cycle is included in item #5A.

State Comprehensive Outdoor Recreation Planning

Staff is soliciting bids to develop a State Comprehensive Outdoor Recreation Plan (SCORP). A SCORP document is required by 2013 to maintain the state's eligibility for federal Land and Water Conservation Fund (LWCF) support and is intended to inform decision-makers about issues and opportunities related to outdoor recreation.

The SCORP document will

- Identify key issues in outdoor recreation in Washington State, including 1) defining and measuring success using a level of service (LOS) tool for local and state agencies, 2) identifying how parks and recreation sites and facilities can be provided in a manner that contributes to sustainability, and 3) addressing the economic contribution of outdoor recreation;
- Assess "demand," including actual participation in outdoor recreation and latent demand (activities with potential for popularity or rapid growth given opportunity or additional funding);
- Assess "supply", including using GIS to understand the dynamics of supply in an outdoor recreation context;
- Assess need based on data collected compared to RCO's LOS tool; and
- Include a wetlands priority component consistent with guidance from the Department of Ecology.

Proposals are due October 31, 2011, with contract work expected to begin January 2, 2012. Staff will provide progress reports to the board over the coming year.

Habitat and Recreation Lands Coordinating Group (Lands Group)

The legislature created the Habitat and Recreation Lands Coordinating Group (Lands Group) in 2007 to improve transparency, coordination, and centralized documentation of state habitat and recreation land purchases and disposals. The Lands Group is scheduled to sunset in June 2012.

This update provides the board with a summary of the group's background, achievements, and tasks to complete before the sunset date. The group's work will culminate in a final recommendation to the legislature regarding whether the group should be continued. The recommendation is due in December 2011. This recommendation, by statute, must be approved by the Recreation and Conservation Funding Board. The Lands Group and RCO staff is currently developing the recommendation for consideration by the board at its November meeting.

Background

In 2005, the RCO provided recommendations to the legislature for working towards a statewide strategy for land acquisitions and disposals. The report responded to local government concerns that local tax revenues would decline when private lands became publicly owned. Citizens and local government officials wanted to know in advance what land the state was planning to purchase, and state government officials wanted a clear statewide land acquisition strategy to inform budget and other decisions.

Based on the 2005 recommendations, the legislature created the Habitat and Recreation Lands Coordinating Group (Lands Group) in 2007 to improve transparency, coordination, and centralized documentation of state habitat and recreation land purchases and disposals. The statute requires the Lands Group to include members from the Department of Natural Resources, Department of Fish and Wildlife, the State Parks and Recreation Commission, and other stakeholders. Currently, the Lands Group also includes members from the Department of Ecology, State Conservation Commission, Puget Sound Partnership, Department of Transportation, Trust for Public Land, The Nature Conservancy, Pacific Coast Joint Venture, local government representatives, private landowners, and legislators. RCO provides staff support.

The Lands Group meets quarterly and provides annual progress reports to the Office of Financial Management.

Lands Group Achievements

Since 2007, the Lands Group has established a transparency and coordination process for providing more visibility and coordination about state habitat and recreation land acquisitions and disposals.

There are three main components of the process:

- The **Annual State Land Acquisition Coordinating Forum** brings together state agencies, legislators, local governments, non-government organizations, landowners, tribes and citizens to learn about and share ideas on policy and proposals for state habitat and recreation land purchases and disposals.
- The **Biennial State Land Acquisition Forecast Report** gives information about the state land purchases and disposals that are being planned around the state.
- The **Biennial State Land Acquisition Monitoring Report** shows whether state agencies achieved their initial acquisition project objectives.

Annual State Land Acquisition Coordinating Forum: 2011 Forum

On August 2, 2011 the Lands Group hosted the third Annual State Land Acquisition Coordinating Forum for state agencies to (1) share information about state habitat and recreation land acquisition projects that were recently funded and (2) coordinate plans for future purchases. Participating agencies presented maps and other information about land for which they received state and federal funding in 2011 to purchase, and land they plan to request grant funding to acquire in the future.

Legislators and legislative staff attended, in addition to nonprofits, local and state government representatives, and others. The policy discussion was active and revealed that the legislature needs more information about why habitat and recreation land conservation is important and how the purchasing process works. Legislators and others wanted to know how the state agency acquisition projects fit within a statewide land acquisition strategy.

Biennial State Land Acquisition Monitoring Report

The Lands Group is preparing the first Biennial State Land Acquisition Monitoring Report to show whether state agencies achieved their initial acquisition project objectives. The report addresses the group's statutory task to monitor the success of state agency habitat and recreation land acquisitions. The report will compare the original project agreements of RCO-funded state agency acquisition projects from the 2007-09 biennium with their current status. The report will be published on the RCO web site in September.

Recommendations to the Legislature

The Lands Group is also preparing the final recommendations for the legislature on whether to continue the group past its sunset date of July 2012. The Lands Group's legislation requires the board approve the final recommendations. Staff will present a draft of the final recommendations to the board in November.

A key factor is whether the group will receive future funding. The group is currently unfunded. In 2007, the Legislature made equal general fund appropriations to State Parks, DFW, and DNR to participate in the lands group. RCO agreed to coordinate the group within existing funds. In the

2008 supplemental budget appropriations bill, the legislature modified the appropriations by reducing State Parks' and DNR's appropriation and eliminating DFW's appropriation. In 2009, the budget eliminated all funding for agencies to participate in the lands group. Given recent staff reductions, all agencies, including RCO, are finding it increasingly difficult to meet the Lands Group's statutory tasks.

The Lands Group plan to propose continuing the group's core function - the transparency and coordination process described above - with some limited funding. The state agencies find real value in continuing the process. The annual forums help agencies coordinate with stakeholders, legislative staff and others about projects and help the agencies share ideas about best practices, project prioritization and other aspects of the acquisition process. The biennial reports make what the agencies are doing more visible to the public and legislature. Other stakeholders, including legislative, local government, private sector, and nonprofit members have also voiced support for continuation.

Puget Sound Action Agenda Update

The Puget Sound Partnership is updating the Action Agenda's near-term strategies and actions, as required by statute. The Action Agenda explains what makes a healthy Puget Sound, describes the current state of Puget Sound, prioritizes cleanup and improvement efforts, and highlights opportunities for federal, state, local, tribal and private resources to invest and coordinate.

The goals of this update are to:

- Add recovery targets for some ecosystem indicators
- Provide updated strategies and two-year actions to help guide the 2013-2015 state biennial budget process
- Inform other investment opportunities
- Bring sharper focus, refinement, and more prioritization to key strategies and actions, and increase implementers' support for strategies and activities
- Reflect updated scientific and technical information
- Integrate findings from the Dashboard of Ecosystem Indicators reporting

Work on updating the Action Agenda and Biennial Science Work Plan will take place throughout 2011, with stakeholder workshops and public meetings in September and October. A draft is expected to be available for public review in December 2011 and January 2012. The Puget Sound Leadership Council is expected to act on a final Action Agenda in February 2012. The RCO is involved in the effort to update the Action Agenda through our work with the Puget Sound State Caucus, Invasive Species Council, and Performance Management.

Assessing Efforts to Improve Agency Grant and Fiscal Processes

The policy and planning team will be playing a key role in helping other sections assess some of their key efforts to improve processes.


In the next few months, we will be doing a review of the fiscal monitoring program initiated to address several audit findings. We will be collecting data about many factors, including the approach used to assign sponsors to risk categories, common problems found in site visits, and typical indicators of billing problems (e.g., organization or project types). The data analysis should help the fiscal team with their efforts to refine the approach for 2012.

The policy staff also will be working on an assessment of the biennial grant round and the streamlining efforts to determine whether the changes increase our ability to actively manage grants. Staff is still developing the scope and methodology for this work.

Strategic Planning

The Recreation and Conservation Office will need to update its strategic plan by June 2012 to align with the 2013-15 biennial budget requests, which will be due later in the year. The last major reworking of our plan took place in 2008; the 2010 update was a simple review, with limited updates and restructuring. For 2012, the agency could again do a limited review, or could take a more in-depth look at the plan given the staffing and financial limitations that we expect will continue. At this time, staff is developing options for executive management to consider.

Item 2D

Meeting Date: September 2011
Title: Recreation and Conservation Grants Management Report
Prepared By: Scott Robinson and Marguerite Austin, Section Managers
Approved by the Director: 

Proposed Action: Briefing

New Grant Agreements

Staff members are busy writing and issuing agreements for Recreation and Conservation Funding Board (board) grants! In June the board approved 189 grants for 183 recreation and conservation projects¹. As of September 1, staff have issued 148 (81%) of the grant agreements. Of the agreements sent out, 125 have been fully executed and the projects are underway.

Successful Applicant Workshops

In August, Recreation and Conservation Office (RCO) staff conducted two Successful Applicant Workshops (SAWs) for sponsors who recently received funding. RCO offers this workshop to share tips on how to implement a funded project and comply with the terms of the project agreement. The training includes details about submitting progress reports, designing barrier-free and sustainable facilities, closing out a project, and long-term compliance responsibilities. RCO offered both an in-person and an online option. More than 100 people participated in the two trainings. These organizations also are signing up for a separate on-line Grant Reimbursement Training where they will learn how to submit billing requests and receive payment for eligible project activities.

Final Closeout and Compliance Inspections

Staff members are on the road conducting final inspections for active projects. As part of project closeout grant managers are required to make site visits and meet with sponsors to ensure all requirements of the grant agreement were accomplished. This is an important step, because sponsors will be required to maintain the sites in perpetuity.

Staff members also are performing compliance inspections on completed projects. Grant managers often attempt to do these types of inspections in the same area where they meet with sponsors on active projects. RCO's goal this year is to inspect a minimum of 52 Land and Water

¹ Any project that received funds from more than one board-funded grant would be consolidated into a single project that includes all fund sources.

Conservation Fund (LWCF) sites. As of mid-August, 22% of these LWCF sites were inspected, as well as several other sites funded by the board.

Advisory Committee Recruitment Underway

Recruitment is underway for members on three advisory committees. These committees need to be in place to begin their work in 2012. Recruitments include:

- Nonhighway and Off-road Vehicle Activities Advisory Committee positions focused on hiking, nonhighway road uses, off-road vehicle (4x4) uses, and mountain biking.
- Aquatic Lands Enhancement Account Advisory Committee positions focused on recreation and habitat conservation.
- Washington Wildlife and Recreation Program Farmland Preservation Advisory Committee positions focused on farming and ranching.

Information is available on our web site (http://www.rco.wa.gov/grants/vol_eval_cmte.shtml) and has been distributed to many individuals and organizations. Several organizations have published the recruitment in their monthly newsletters. Response has been low, so RCO will make a second announcement after Labor Day.

Grant Funds: BIG for Federal Fiscal Year 2012

The RCO director authorized staff to submit two Boating Infrastructure Grant projects to the U.S. Fish and Wildlife Service (USFWS) for funding consideration. Because of a change to the USFWS data system, they asked RCO to submit the applications by August 5, instead of the published deadline of September 21.

Staff submitted the RCO's GIS-Based Transient Boating Facilities Database (RCO #11-1636) project requesting Tier 1 funds for federal fiscal years 2011 and 2012. When approved, this \$200,000 grant will allow us to collect and build an up-to-date database of facility information on recreational motor boat sites, facilities, and services that support boats 26' and larger. The data collected would be field verified, published on the Internet, and made available for sharing. In addition, we will revise the database to allow for easier data collection and verification to keep the information current. We also intend to create an "application" so that users of mobile technology can access the data while on the water.

After board review in June and review by the Boating Programs Advisory Committee in July, RCO also submitted the Narrows Marina Transient Moorage (RCO #11-1390) project for the Tier 2 national competition. The applicant, Narrows Marina, is requesting \$730,375 in grant funds. The total project cost is \$973,834.

Using Returned Funds for Alternates and Partially-Funded Projects

The director has recently awarded two new grants for alternates on Washington Wildlife and Recreation Program lists. The funds are from projects that did not use all of their grant awards.

Project Number	Project Name	Sponsor	Grant Request	Funds Approved	WWRP Category
08-1774D	Cushman-Scott Pierson Trails Connector	Peninsula Metropolitan Park District	\$1,206,247	\$1,076,605	Trails
08-1771D	Lake Sammamish State Park - Sunset Beach Renovation 1	State Parks	\$998,382	\$629,028	Water Access

Also, as unused funds have become available from other projects, the director has approved additional funding for several partially funded WWRP projects. This table shows the projects original grant awards and the total grant funds now approved.

Project Number	Project Name	Sponsor	Grant Request	Original Grant Funding	Current Total Grant Funding	WWRP Category
10-1672D	DuPont PowderWorks Skatepark	DuPont	\$97,057	\$21,669	\$97,057	Local Parks
10-1187A	Rose Village Neighborhood Park Acquisition	Vancouver-Clark Parks and Recreation	\$292,300	\$158,273	\$168,598	Local Parks
10-1244A	Nisqually State Park Acquisitions	State Parks and Recreation	\$900,000	\$587,732	\$619,925	State Parks
10-1730A	Manzanita Bay Park 2	Bainbridge Island Park District	\$840,061	\$436,450	\$606,430	Water Access
08-1610	Pogue Mountain Pre-commercial thin	Dept of Fish and Wildlife	\$328,800	\$174,462	\$328,800	State Lands Restoration and Enhancement

In addition, due to the continued downturn in the real estate market, several farmland preservation projects have been appraised significantly below the value estimated at the time of application. This means projects are being completed under budget. Returned funds will be applied to alternates on the 2010 Farmland Preservation list, and it appears we will be able to fully fund the following projects:

- Ellis Barnes Livestock Company in Okanogan County,
- Firdell Farm in Skagit County,
- Schwerin Farmland Preservation Easement in Walla Walla County, and
- The Jeff Dawson project in Stevens County.

LWCF Program Review

Last fall, the National Park Service (NPS) conducted a review of RCO's administration of the Land and Water Conservation Fund program. In June, NPS sent the Governor the final program review report. The report includes several positive comments about RCO's administration of the program, and identifies areas that need attention. RCO staff developed an action plan and is working to implement strategies for improving processes and procedures. Improvements include: (1) providing resources to help staff and sponsors with appraisal and appraisal review requirements, (2) developing tools to track, monitor, and help resolve compliance issues, (3) establishing agency protocols for file documentation, and (4) working with NPS and the state Department of Archeological and Historic Preservation on a programmatic agreement for addressing potential impacts to cultural, archaeological or historic resources. Staff will provide updates to the board on our progress.

Overview of Upcoming Conversion Request

The City of Seattle is proposing a conversion of 0.73 acres of property in the Cheasty Greenspace, which was acquired with WWRP Urban Wildlife funding in 1991 (RCO #91-246).

The conversion would allow the city to transfer a subsurface easement to Sound Transit for the construction of the Beacon Hill tunnel that supports the light rail route to Sea-Tac airport. The tunnel is located where the light rail line runs from the Rainier Valley under Beacon Hill. The proposed replacement property is an inholding² to other WWRP Urban Wildlife funded property at the Duwamish Head Greenbelt (RCO #91-247 and 92-089). Details for the proposed conversion and replacement are identified in the table below.

Conversion Property		Replacement Property
Project Number	91-246	Inholding of 91-247 and 92-089
Project Name	Cheasty Greenspace	Duwamish Head Greenbelt
Acres	0.73	0.68
Site Use	Natural Area	Natural Area
Appraised Value	\$400,000	\$600,000

The City of Seattle will hold a public hearing on the proposed conversion on September 22, 2011. City Council action is proposed for sometime in October. Pending final City Council action, RCO expects to present the conversion request to the board for decision at its meeting in November 2011.

² An inholding is a privately owned parcel of land within the boundaries of the projects.

Project Administration

This table summarizes the outdoor recreation and habitat conservation projects currently being administered by staff:

- Active projects are under agreement.
- Staff is working with sponsors to place the "Board Funded" and "Director Approved" projects under agreement.

In addition, staff has several hundred funded projects that they monitor for long-term compliance.

Program	Active Projects	Board Funded Projects	Director Approved Projects	Total Funded Projects
Aquatic Lands Enhancement Account (ALEA)	18	7	1	26
Boating Facilities Program (BFP)	23	8	0	31
Boating Infrastructure Grant Program (BIG)	1	0	0	1
Firearms and Archery Range Recreation (FARR)	11	4	0	15
Land and Water Conservation Fund (LWCF)	12	0	1	13
Recreational Trails Program (RTP)	73	0	2	75
Nonhighway and Off-Road Vehicle Activities (NOVA)	118	4	0	122
Washington Wildlife and Recreation Program (WWRP)	144	36	3	183
Youth Athletic Facilities (YAF)	10	0	0	10
Total	410	59	7	476

Project Tour

At the September meeting, staff will present an overview of the projects to be toured on September 22. See Attachment A for information.

Attachments

- A. Information about Project Tour

Project Tour Information

7:30 a.m. **Meet in the lobby of the Best Western Peppertree Inn at Omak to begin the tour of conservation and recreation sites in Okanogan County.**

Tour the projects described below. Times and driving directions will be provided at the meeting.

2:30 p.m. **Tour concludes – arrive back at the hotel and depart for home.**

Project Details

Project #1: Ellis Barnes Livestock Company (RCO #10-1275)

Sponsor: Okanogan Valley Land Trust (formerly Okanogan Valley Land Council)
Location: Northwest of Omak, Okanogan County
Grant Source: WWRP – Farmland Preservation Program
Grant Funding: \$849,200 grant; \$849,200 sponsor match
Description: The Okanogan Valley Land Trust will use this grant to buy a permanent, agricultural conservation easement preserving a 1590-acre ranch in the north end of the Okanogan Valley. The Barnes family began assembling this ranch in 1924. Five generations have worked the ranch; four generations still live and work on the property. The agreement will keep valuable rangeland and significant soils intact for agricultural use. The land includes 47 acres of wetlands that provide exceptional waterfowl habitat and other riparian values critical to the arid climate.

Project #2: Similkameen Connector Trail Phase 1 (RCO #04-1441)

Sponsor: Okanogan County
Grant Source: WWRP – Trails Category
Funding: \$688,666 grant; \$668,670 sponsor match
Description: Okanogan County used this grant for the first phase of development of the Similkameen Trail that will serve as a connector to the Pacific Northwest Trail system and the extensive trail system within Okanogan County. The county acquired two properties totaling 12.39 acres and constructed 1.5 miles of trail from Oroville to the Taber Bypass. In addition, the bridge over the Similkameen River that links the Taber Bypass to the main trail was renovated with concrete decking and a pipe and chain link railing system. The trail is located on an abandoned railroad corridor along the south side of the Similkameen River in a natural and scenic habitat that offers spectacular views of the river and of the Cascade Range in the Pasayten Wilderness.

Project #3: Palmer Lake Boat Launch (RCO #02-1246)

Sponsor: Washington Department of Fish and Wildlife
Grant Source: BFP – State Category
Funding: \$139,325 grant
Description: WDFW partnered with the Bureau of Land Management, who owns the project site, to improve the boat launch at Palmer Lake. Improvements included construction of a concrete boat launch, improved the parking area, and installation of a vault toilet.

Project #4: Okanogan-Similkameen Phase 2 RCO# 08-1502)

Sponsor: Washington Department of Fish and Wildlife
Location: Okanogan County
Grant Source: WWRP – Critical Habitat Category
Grant Funding: \$2,836,000
Tour Stops: Dagnon Property – 370 acres
Cutchie Property – 1814 acres
Description: WDFW will secure about 4,130 acres of critical riparian, shrub-steppe, and dry forest wildlife habitat, including over 10 miles of river/lake/stream frontage, through fee title and conservation easement (CE) purchases. The project will protect the most viable wildlife movement corridor linking the north Cascade Mountains and Kettle/Selkirk ecosystems. This project complements \$10.4 million in partner funding already secured and will match future federal funding.

Benefits of the project include:

- Protecting habitat for almost 80 internationally recognized at risk species
- Improving management efficiencies by linking large blocks of existing public ownership.
- Enhancing public fishing, hunting, and watchable wildlife opportunities.
- Securing several stretches of the County's planned regional trail network.

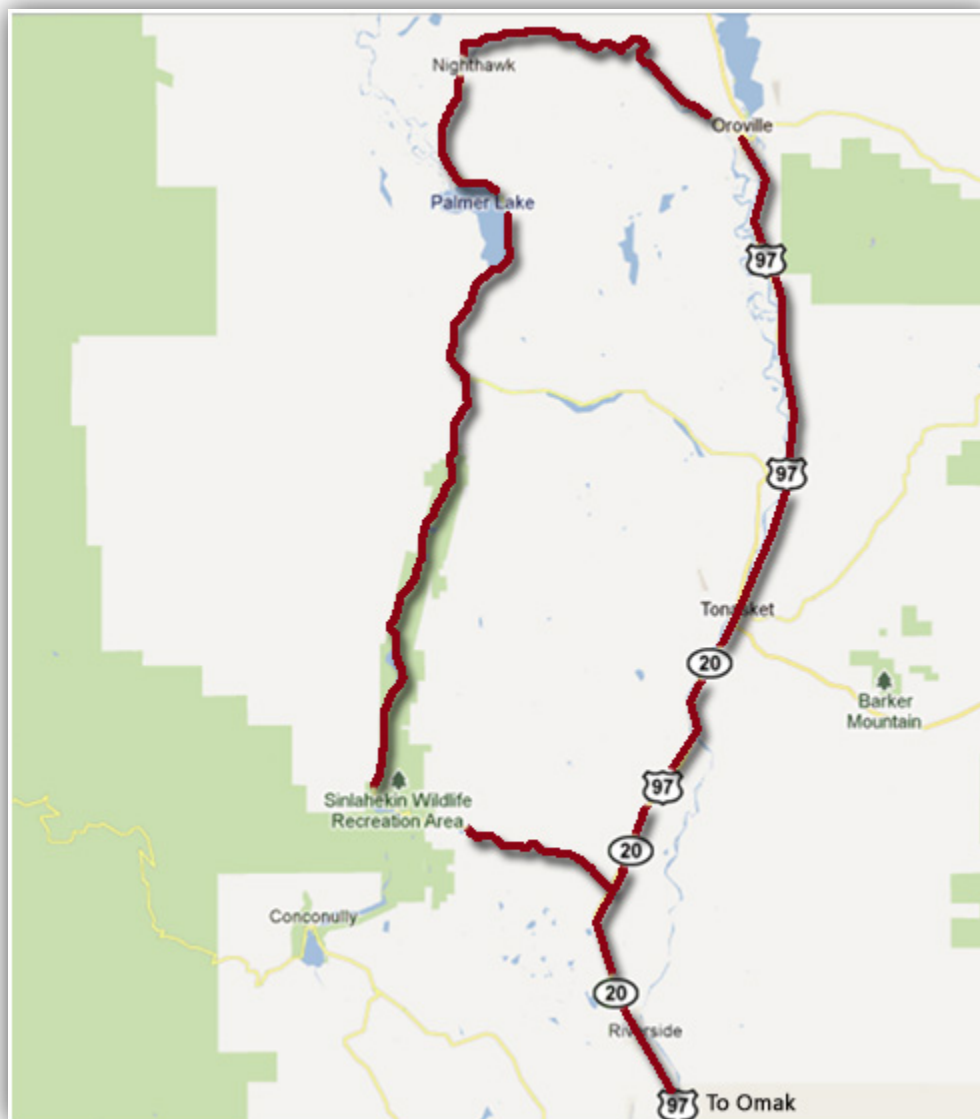
Project #5: Sinlahekin Ecosystem Phases 1 & 2 (RCO #08-1524, #10-1629)

Sponsor: Washington Department of Fish and Wildlife
Location: Okanogan County
Grant Sources: WWRP – State Lands Restoration and Enhancement
Grant Funding: Phase 1 - \$778,632 grant; \$75,000 sponsor match
Phase 2 - \$244,800 grant
Description: This project is the first phase in an effort to restore ecologically appropriate fire, on a landscape scale, to the Sinlahekin Wildlife Area fire-dependent ecosystem. Fire and

fire by-products provide the effects needed to maintain a mosaic of plant communities. This project is expected to improve conditions for many wildlife species, including flammulated owls, pygmy nuthatches, and white-headed woodpeckers. Also the project will reduce risk of catastrophic wildfire, rejuvenate mule deer winter range, and improve forest health.

General Route Map

Driving directions will be provided at the board meeting.



Item 2E

Meeting Date: September 2011
Title: RCO Performance Measures Update
Prepared By: Rebecca Connolly, Board Liaison and Accountability Manager

Approved by the Director: 

Proposed Action: Briefing

Summary

The Recreation and Conservation Office (RCO) uses performance measures to help the agency reduce reappropriations and improve the way we do business. This memo provides highlights of agency performance related to the projects and activities funded by the Recreation and Conservation Funding Board (board), and the annual update on measures set by the board in its strategic plan.

Grant Management

The following measures are among those that help us to check our processes at several points in the grant management cycle. All data are for recreation and conservation grants only. Additional detail is shown in the charts in Attachment A.

Measure	Target	FY 2012 Performance Through Sept. 1	Indicator for Current Fiscal Year
1. Percent of recreation/conservation projects closed on time	70%	86%	↑
2. Percent of recreation/conservation projects closed on time and without a time extension	50%	39%	↓
3. % recreation/conservation projects issued a project agreement within 120 days after the board funding date	75%	83%	↑
4. % of recreation/conservation grant projects under agreement within 180 days after the board funding date	95%	70%	↑
5. Fiscal month expenditures, recreation/conservation target	Varies	No data at this time.	↑
6. Bills paid within 30 days: recreation/conservation projects	100%	73%	↔

Notes and Analysis

Measure 1: Staff closed 18 projects on time or early in this timeframe; only three projects went to the backlog.

Measure 2: Performance in these two months is lower than typical, but it is unlikely that this is the beginning of a trend. There are no readily-apparent similarities among projects that closed with a time extension in this period (i.e., they have different funding programs, organization types, and dates that the extensions were granted). The RCO will watch this measure.

Measures 3 and 4: This measure reflects performance on 30 RTP projects that received funding in May 2011, as well as 183 projects that were funded in June 2011. The 120-day mark is October 29, and the 180-day mark is December 28.

Measure 5: The RCO will begin tracking expenditures for this biennium after the last biennium has closed.

Measure 6: Eighty-two invoices were due to be paid in July and August; of those, 73% were paid on time. In this fiscal year, it has taken an average of 13 days to pay a bill. Payments are typically delayed by sponsor documentation problems.

Time Extensions

The board's adopted policy for progress on active funded projects requires staff to report all requests for time extensions and subsequent staff actions to the board.

Time Extension Requests – Director Approved

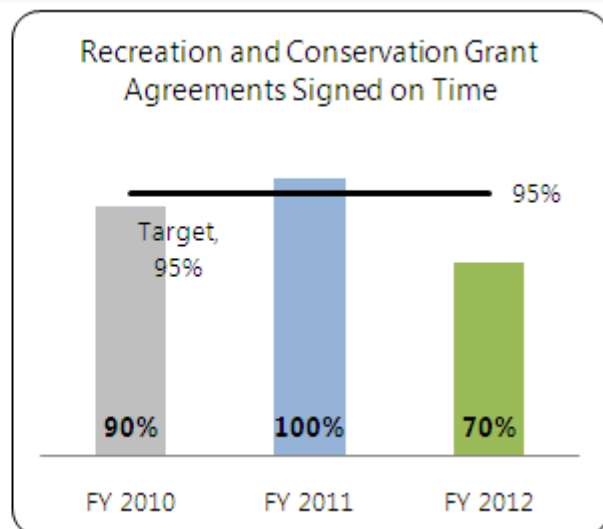
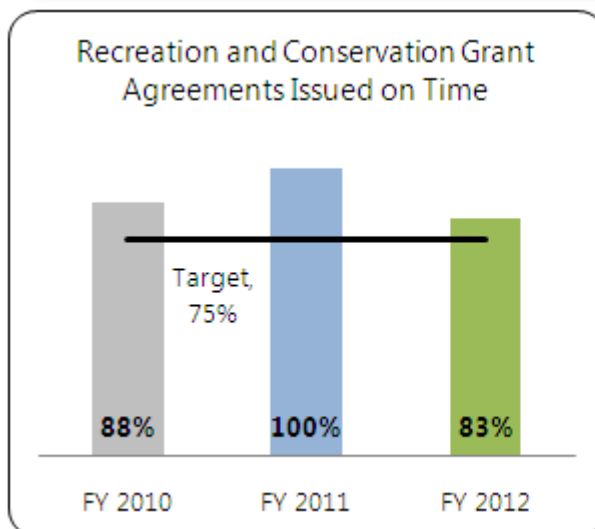
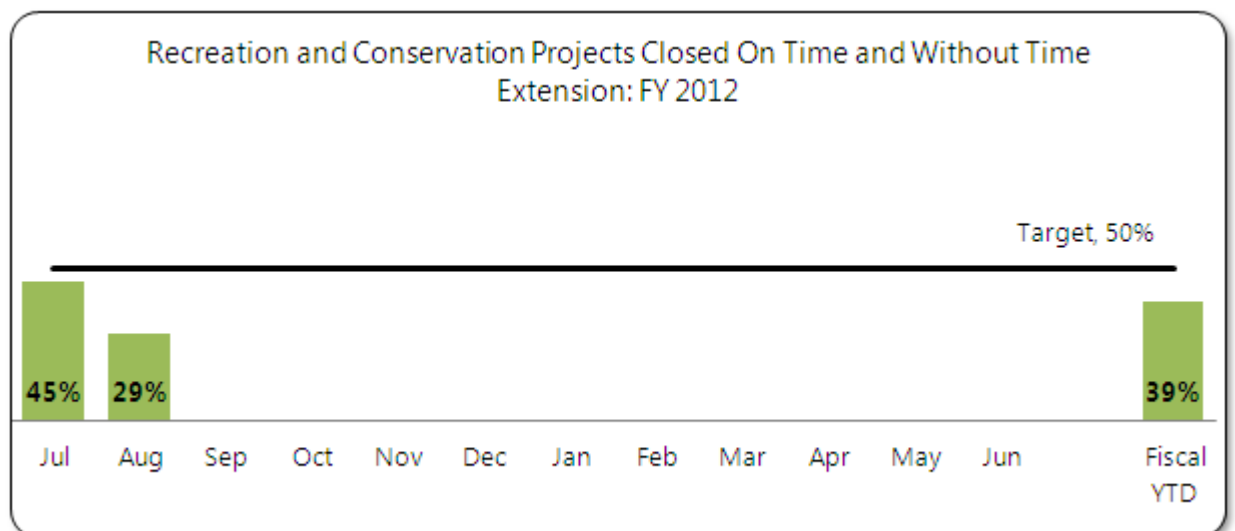
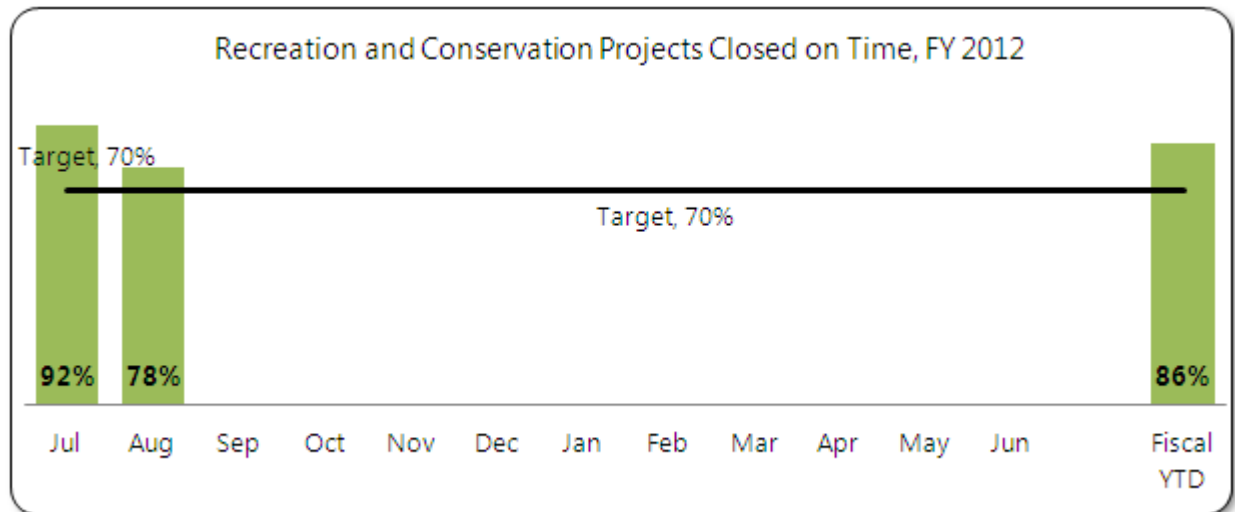
Since the beginning of the biennium, the RCO has received some requests to extend projects. Staff reviewed each request to ensure compliance with established policies. The following table shows information about the time extensions granted by quarter, as of September 1, 2011.

Quarter	Extensions Approved	Number of Repeat Extensions	Average Days Extended	Number Closed to Date
Q1	6	3	290	0

Attachments


- A. Performance Measure Charts

Performance Measure Charts





Item 3

Meeting Date: September 2011
Title: Sustainability Policy
Prepared By: Steve McLellan, Policy Director
Myra Barker, Outdoor Grants Manager
Approved by the Director: 

Proposed Action: **Decision**

Summary

In June 2011, the Recreation and Conservation Funding Board (board) reviewed proposed changes to the design evaluation questions that would encourage greater use of sustainable practices in board-funded projects. Following the meeting, staff distributed the revised questions for public comment and stakeholder review; all comments were supportive. At the September meeting, staff will ask the board to approve the questions for use in the 2012 grant round.

Staff Recommendation

Staff recommends that the board approve the revisions to the evaluation criteria via Resolution #2011-22.

Strategic Plan Link

Developing sustainability policies and encouraging greater use of sustainable practices in grant programs are specific actions in the board's fiscal year 2012 work plan. Providing policy, outreach/education, and resources supports the board's strategy to maximize the useful life of board funded projects and its objective to support activities that promote continuous quality improvement. The board's three-pronged approach to sustainability is directly supportive of all three of the board's goals, as stated in its strategic plan¹.

¹ (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 using broad public participation and feedback, monitoring, assessment, and adaptive management.

Background

In June 2011, RCO staff presented proposed revisions to the design evaluation questions to promote and reward sustainable practices in grant programs. The evaluation questions would be revised to include consideration of sustainable design, practices, and elements for projects submitted in the Land and Water Conservation Fund (LWCF) and to the Washington Wildlife and Recreation Program (WWRP) Local Park and State Park categories.

The proposed revisions to the evaluation questions would not increase the overall points in a grant program or category, but a project with superior sustainable design, practices, and elements should score higher.

In July, staff published the proposal (Attachment A) for 30-day public comment through the agency web site and an email distribution list of over 1,000 interested parties.

Analysis

Changing the evaluation questions will place a greater emphasis on incorporating sustainable design, practices, and elements in projects. A project that does not address sustainability could not receive maximum points. Given the highly competitive scoring for projects, this should create an incentive to include sustainability in the project design.

As written, however, the policy should not penalize organizations that can put forward only small-scale sustainable efforts. Organizations will be expected to include sustainable elements to the scale and extent that make sense for the project. A project would be eligible for full points if the sponsor explicitly addresses sustainability, provides detail on included sustainable elements, and discusses why additional elements were not appropriate (e.g., cost, technological limitations).

Public Comment

Staff received six comments (Attachment B), all of which were supportive of the proposal. Some respondents suggested further refinements to the criteria. However, staff believed that the recommendations were premature at this time (see comments in Attachment B). They could be revisited, combined with the actual experience from the grant round, for future refinement and expansion of the policy.

Next Steps

Evaluation Questions

If approved, staff will revise the evaluation questions in Manuals 10a and 15 for use in the 2012 grant round.

Web Site Enhancements

Grant and policy staff will work with the communications director and web team to create a "Sustainability" section on the RCO website. The section will include:

- Links to sustainable design guidelines from relevant local, state, and federal agencies, and non-profit organizations.
- Information of use to project sponsors in completing the sustainability questions on the evaluations.
- Staff will identify funded projects that can serve as examples of implementing sustainable design, practices, and elements.

Sponsor Outreach and Education

RCO staff will include information about sustainability to help applicants in the 2012 grant round understand and respond to the sustainability component of the evaluation questions.

Specifically:

- Staff will provide examples of sustainable practices and elements that may be included in project proposals.
- Staff will provide examples of good application responses to the PRISM metrics on sustainability.

The precise method of communicating this information will be determined as grant application and evaluation information is developed.

Attachments

Resolution 2011-22

- A. Revised Evaluation Questions
- B. Public Comment Received

Recreation and Conservation Funding Board
Resolution #2011-22
Encouraging Greater Use of Sustainable Practices

WHEREAS, the Recreation and Conservation Funding Board (board) asked the Recreation and Conservation Office (RCO) staff to find ways to encourage greater use of sustainable practices in grant-funded projects; and

WHEREAS, RCO staff revised evaluation questions to include consideration of sustainable design, practices, and elements for projects submitted in the Land and Water Conservation Fund (LWCF) and to the Washington Wildlife and Recreation Program (WWRP) Local Park and State Park categories; and

WHEREAS, RCO staff circulated the policy and revised questions for public comment and received a positive response from stakeholders; and

WHEREAS, adopting this policy and encouraging greater use of sustainable practices in grant programs supports the board's strategy to maximize the useful life of board funded projects and its objective to support activities that promote continuous quality improvement; and

WHEREAS, the board's three-pronged approach to sustainability is directly supportive of all three of the board's goals, as stated in its strategic plan;

NOW, THEREFORE BE IT RESOLVED, that the board does hereby adopt the revised evaluation questions and scoring shown in Attachment B to the September 2011 memo regarding sustainability; and

BE IT FURTHER RESOLVED, that the board directs RCO staff to incorporate these evaluation questions into the appropriate policy manuals; and

BE IT FURTHER RESOLVED, that these policies shall be effective beginning with the 2012 grant cycle; and

BE IT FURTHER RESOLVED, that the board directs RCO staff to proceed with implementation of the web site enhancements and sponsor outreach efforts associated with sustainability.

Resolution moved by: _____

Resolution seconded by: _____

Adopted/Defeated/Deferred (underline one)

Date: _____

Attachment A: Revised Evaluation Questions

Land and Water Conservation Fund, Question #3

3. Project Design. Is the project well designed? Will the project result in a quality recreational opportunity while protecting the integrity of the environment?

Some design elements that may be considered include accuracy of cost estimate, aesthetics, maintenance requirements, materials, phasing, risk management, recreational experience, spatial relationships, universal accessibility, user friendly design, and the integration of sustainable elements.

Examples of included sustainable categories and elements:

<u>Sustainable Category/Element</u>	<u>Example</u>
Plants/Landscapes/Surfaces	Native Shrubs
Education	Interpretive Panels Including Sustainability
Materials	Recycled Decking
Energy	High-efficiency lighting
Water	On-Site Stormwater Managed by Rain Gardens, Porous Paving
Other Sustainable Elements	Noteworthy element(s) determined by the sponsor to make the project require less energy, less maintenance, cause fewer environmental impacts, or otherwise be more sustainable

- Does the proposed design protect natural resources on site or integrate sustainable elements or low impact development techniques, green infrastructure or environmentally preferred building products?

Point Range

- 0 points Poor design evidence presented.
- 1-2 points Design adequately addresses some of the above considerations.
- 3 points Design adequately addresses most or all the above considerations.

- 4-points Design addresses the considerations in an outstanding manner.
- 5 points Design addresses the considerations in an outstanding manner, *including* sustainability. Maximum points provided *only* if applicant addresses all the components of the question.

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

WWRP State Parks, Question #3

3. Project Design (Development/Combination). Describe how this project demonstrates good site and building design.

- Measure the quality of the functional and aesthetic aspects of the site design as related to the site and the proposed uses. Will site resources be appropriately made available for recreation? Will environmental or other important values be protected by the proposed development? Will sustainability be considered in the design? 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; recreation experiences; aesthetics; maintenance; site suitability; materials; spatial relationships; and user-friendly, universally accessible design, integration of sustainable elements, etc.

Examples of included sustainable categories and elements:

<u>Sustainable Category/Element</u>	<u>Example</u>
Plants/Landscapes/Surfaces	Native Shrubs
Education	Interpretive Panels Including Sustainability
Materials	Recycled Decking
Energy	High-efficiency lighting
Water	On-Site Stormwater Managed by Rain Gardens, Porous Paving
Other Sustainable Elements	Noteworthy element(s) determined by the sponsor to make the project require less energy, less maintenance, cause fewer environmental impacts, or otherwise be more sustainable

- ▲ Point Range: Evaluators award a maximum of 5 points that are later multiplied by 2. Maximum points provided *only* if applicant addresses all the components of the question, including sustainability.

WWRP Local Parks, Question #3

3. Project Design. (Development/Combination) Does the project demonstrate good design criteria? Does it make the best use of the site?

Measure the quality of the functional and aesthetic aspects of the site design as related to the site and the proposed uses. Will site resources appropriately be made available for recreation? Will environmental or other important values be protected by the proposed development? Will sustainability be considered in the design: for example, use of recycled materials, native plants, and permeable surfaces? 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
- Aesthetics
- Maintenance
- Materials
- Phasing
- Recreation experience
- Risk management
- Site Suitability
- Space Relationships
- User-friendly, barrier-free
- Sustainability

Examples of included sustainable categories and elements:

<u>Sustainable Category/Element</u>	<u>Example</u>
Plants/Landscapes/Surfaces	Native Shrubs
Education	Interpretive Panels Including Sustainability
Materials	Recycled Decking
Energy	High-efficiency lighting
Water	On-Site Stormwater Managed by Rain Gardens, Porous Paving
Other Sustainable Elements	Noteworthy element(s) determined by the sponsor to make the project require less energy, less maintenance, cause fewer environmental impacts, or otherwise be more sustainable

- ▲ Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 3 for development project and 1.5 for combination projects. Maximum points provided *only* if applicant addresses all the components of the question, including sustainability.

Attachment B: Public Comment

Name/Affiliation	Comment	Staff response
Rocklynn Culp Town Planner, Town of Winthrop	Changes sound very reasonable and would not pose a substantial burden. Support adoption.	Thank you for the comments.
Dave Bryant Senior Park Planner City of Richland, Parks and Recreation	Seem like good and fair criteria.	Thank you for your comments.
Mike Denny Riparian Habitat Coordinator, Walla Walla Conservation District	Support but would add "long term sustainability" under WWRP State Parks	We propose to use the same language in each grant category to maintain consistency.
Julie McQuary Parks Project Coordinator City of Olympia Parks, Arts and Recreation	Support, but suggest further refinement and expansion. In particular, consider referencing Sustainable Sites Initiative, National Park Service guidelines, and City of Seattle sustainable design and construction standards. Also make it clear that the use of long-lasting material may be as sustainable as the use of recycled materials. In addition, make sure that ease of maintenance is considered, as well as energy and water conservation and the use of organic fertilizer and integrated pest management. Also suggest making sustainability a consideration for acquisition projects.	The guidelines suggested are useful, but in the case of Sustainable Sites Initiative still in the pilot testing phase. Staff will add these guidelines to the RCO website and project workshop materials as examples of resources that can be used in improving project sustainability. Staff believes it is premature to change evaluation criteria for acquisition projects but that the board may want to consider doing so based on experience with the proposed changes during the next grant round.

Name/Affiliation	Comment	Staff response
Debbi Hanson Director of Parks and Recreation City of Battle Ground	Proposed scoring needs clarification. Concerned that it could be read that 5 points would be possible only if an applicant used all sustainability elements which could be cost prohibitive or impractical.	Staff will clarify in the evaluation and workshop materials that maximum points would be awarded only if the project proposal fully discusses sustainability elements and shows that sustainability was considered, but that it is not expected that each element will be included where there is a substantial reason (such as cost or technological limitations) for not doing so.
Dale Davis Washington State Department of Ecology Spills Program, Natural Resource Protection	Proposed changes are well integrated and should be easy to understand. Recommend adding your definition of sustainability to make sure everyone is on the same page.	Thank you for your comments. Definitions and background information will be included in the workshop and evaluation materials.

Item 4

Meeting Date: September 2011
Title: Allowable Uses
Prepared By: Dominga Soliz, Policy Specialist
Approved by the Director:



Proposed Action: Briefing

Summary

Recreation and Conservation Office (RCO) staff presented a proposed policy for allowable uses to the Recreation and Conservation Funding Board (board) in June 2011. The policy proposed criteria and a framework by which staff, the director, and/or the board would review sponsor requests to use grant-funded land and facilities.

The board asked staff to provide (a) more specific information about how the proposal was integrated with other policies, (b) a clear flow chart for the process, and (c) examples to show how decisions would be made.

This memo and the staff presentation respond to those requests. Pending the board's discussion at its September meeting, staff plans to ask the board to approve the policy in November.

Strategic Plan Link

Consideration of this policy advances the board's goal to achieve a high level of accountability in managing the resources and responsibilities entrusted to it. It also is critical to ensuring that the board investments are permanently protected, and that the statutory intent of the programs is upheld. Evaluating allowable uses is an integral part of the RCO's compliance policy, which the board has established as a priority in its annual work plan.

Background

Board policy currently states that a use of a project site must be clearly compatible with and clearly secondary to the use approved in the project agreement."¹ Sponsors and grant managers have had difficulty applying this policy when the compatibility of a proposed use is unclear.

¹ Manual 3, Acquisitions, Section 7

The allowable uses policy would replace the compatible uses policy. As proposed, the allowable uses policy does not set forth specifically allowed uses or establish any new criteria for determining whether a use is allowed. Rather, it:

1. clarifies the criteria that must be met for a use to be allowed, and
2. establishes a framework for reviewing requested uses against existing policy when they are not clearly allowed or prohibited.

The allowable uses policy would apply to all project types. Further, the framework could be used at any stage of the grant – from application to post-completion compliance. Grant staff expects that it will be used primarily as a compliance tool.

Note Regarding Programmatic (“Commonly Requested”) Allowable Uses

The initial staff proposal to the public addressed commonly requested uses, such as concessions and public facilities. Several stakeholders rejected that part of the proposal, indicating that it was premature. Staff believes that after the proposed policy has been applied to such requests for some time, there will be sufficient information to allow some commonly requested uses under specific circumstances.

Proposed 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 and/or allowed by RCO policy; OR
- B. Approved by RCO or the funding board.

For the use to be approved by RCO or the funding board (Option B, above):

- 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; AND
- The use must achieve its intended purpose with no impairment or minimum impairment (i.e., least possible impact) to the habitat, outdoor recreation, or salmon habitat resource;
 - If a use impairs the type of resource the grant is designed to protect (habitat, outdoor recreation, or salmon habitat), it must also 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 in order to remain in compliance with the grant.

Policy Relationships

There are many inter-related policies that govern how a sponsor can use a site and remain compliant with the grant agreement. Staff is proposing the allowable uses framework as a way to assess a request against these existing policies.

The following table highlights some of the key policies that address a site's use. The examples in the analysis section provide greater clarity by demonstrating some potential applications of the allowable uses framework.

Policy	Description	Relationship to Allowable Uses Policy
Ineligible Costs	Describes the costs that are not eligible for grant funding in the program(s) and categories.	A use may not be eligible for funding, but may still be allowed on the project ² .
Conversion	Defines the uses that are clearly not allowed, and thus create a conversion. The policy describes the process to remedy the situation.	A use that is clearly a conversion would be subject to the conversion policy, and would not require the use of the allowable uses policy framework.
Element Changes	Addresses changes to funded elements ³ of the grant, rather than uses that negatively affect the overall goals or primary purposes of the grant.	Sponsor requests that constitute element changes would not require the use of the allowable uses policy framework.
Utilities	Allows permits for underground pipes and power lines that have no adverse effect on present and future public recreation or habitat use of a project site, under certain circumstances.	If it is unclear whether there is an adverse effect, the request may be reviewed through the allowable uses framework at the grant manager's discretion, based on the unique circumstances.
Temporary Uses	Allows a sponsor to close public access sites for up to 180 days with prior approval from the RCO. Closure for more than 180 days is considered a conversion.	Temporary uses that close public access sites would fall under the temporary use policy or the conversion policy (if it exceeds 180 days). Temporary uses that do not close public access sites are not addressed by this policy, and could be reviewed through the allowable uses framework.

² Examples: routine maintenance and cleanup of hazardous waste are both ineligible costs that are allowed on a project site.

³ These are components of the project now known as "work types" in our database, PRISM. Examples include "playground development" and "wetland planting."

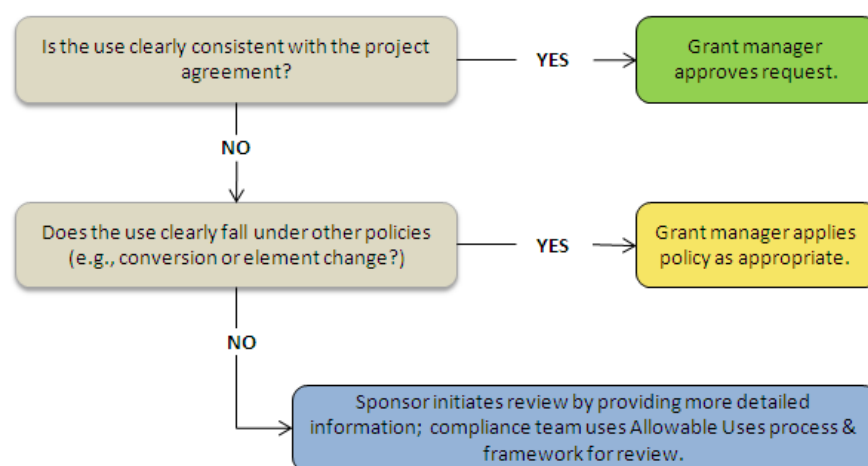
Policy	Description	Relationship to Allowable Uses Policy
Interim uses	Allows a pre-existing use (such as agriculture) to continue for up to three years following acquisition. This policy also addresses life estates.	A use that lasts more than three years would be reviewed under the allowable uses framework or the conversion policy, depending upon the type of use.
Existing Structures	Requires that all structures on property acquired with RCO grants be removed or demolished unless RCO determines the structure is allowed by program policy and will support the intended uses at the site.	If it is unclear whether the structure is allowed, the request to keep a structure may be reviewed through the allowable uses framework at the grant manager's discretion, based on the unique circumstances.

Triggering the Allowable Uses Review Process

The allowable uses policy is designed to address the “gray area” of requests that are not clearly governed by other policies.

Thus, the first step in reviewing a sponsor's request is to determine if the use is clearly consistent with the project agreement. If not, the next step is to determine whether it clearly falls under the conversion, element change, or other policies. These steps are done by the grant manager, in consultation with the section manager or other staff as needed.

- A clear conversion, or a temporary use that closes public access sites for more than 180 days, will be subject to the conversion policy.
- A use that changes only elements, without affecting the overall goals or purpose of the project, will be subject to the element change policy.
- A use that does not change elements, is supportive of the overall goals and purpose of the project, and is not prohibited by other policies would be allowed.



As shown in the graphic, uses that are not clearly governed by other policies would trigger the Allowable Uses Review Process.

Allowable Uses Review Framework

Staff will use the allowable uses framework when the use does not clearly fall under existing policy. There is no “bright line” for using it; staff could choose to use the framework for any use request where the application of existing policies is unclear.

STEP 1:

The sponsor submits additional information about the request, including but not limited to the following:

- Complete description of the proposed use
- Reasons for the use
- Discussion of how practical alternatives were considered, including the option of no action
- Discussion of how the purpose of the use will be achieved with minimum impairment to the resources
- Facts to support the argument that the use is consistent with the purposes of the grant program and project agreement
- Signed verification of the analysis regarding alternatives, impairment, benefit, and consistency from a subject matter expert

STEP 2:

The RCO’s existing compliance team reviews the sponsor’s request to determine whether:

- The facts provided support the use as consistent with the purposes of the grant program and project agreement;
- All practical alternatives to the use, including the option of no action, have been considered and rejected on sound basis; AND
- The use achieves its intended purpose with no impairment or minimum impairment (i.e., least possible impact) to the resource;
 - If a use impairs the type of resource the grant is designed to protect it must also provide at least equivalent benefits to that type of resource so there is no overall impairment.

STEP 3:

The team makes a recommendation to the director. The director may

- Approve the request;
- Approve the request subject to conditions;
- Deny the request;
- Submit the recommendation to an ad hoc review panel⁴; OR
- Submit the recommendation directly to the board for decision.

⁴ An ad hoc review panel would be composed of independent experts in the relevant subject matter.

Analysis

The application of these policies depends heavily on the unique circumstances of the project, and the analysis can be complex. For these examples, staff designed typical (albeit hypothetical) projects; we then show how different use requests would be treated.

Example #1: City of Somewhere Recreational Park

City of Somewhere used state funded board grants to purchase and develop a recreational park 15 years ago. The project agreement allowed for two soccer fields with lights and supporting elements, parking stalls, two tennis courts, and restrooms. A large area was left undeveloped; it is rough-mowed and typically used for Frisbee, picnics, and other unstructured activity.



The city has now secured additional non-RCO funding, and is trying to determine how they can use the site to advance the community's recreation goals.

Requests that can be addressed by the grant manager

Clear Conversion: The city requests permission to build a community center on the undeveloped portion of the park. The grant manager reviews the request, notes that it would be a structure to support indoor activity and advises the city that this use would clearly be a conversion.

Clearly Allowable: The city would like to add a small children's playground in part of the undeveloped area so that younger children can play while their siblings are on the soccer fields. The use is clearly allowable because it does not impair overall goals and primary purposes (soccer and tennis) in the project agreement, and does not affect key elements in the agreement.

Clear Element Change: The tennis courts need maintenance, but the city has found that they are rarely used because more courts are available throughout the community, and community members prefer those alternatives. At the same time, they have identified a need for a skate park. Replacing the tennis courts with a skate park does not impair the overall goal (outdoor

recreation) and primary purposes (tennis is available and used elsewhere in the city making the courts obsolete), and is consistent with the program goals. .

Requests likely to be considered under allowable uses framework

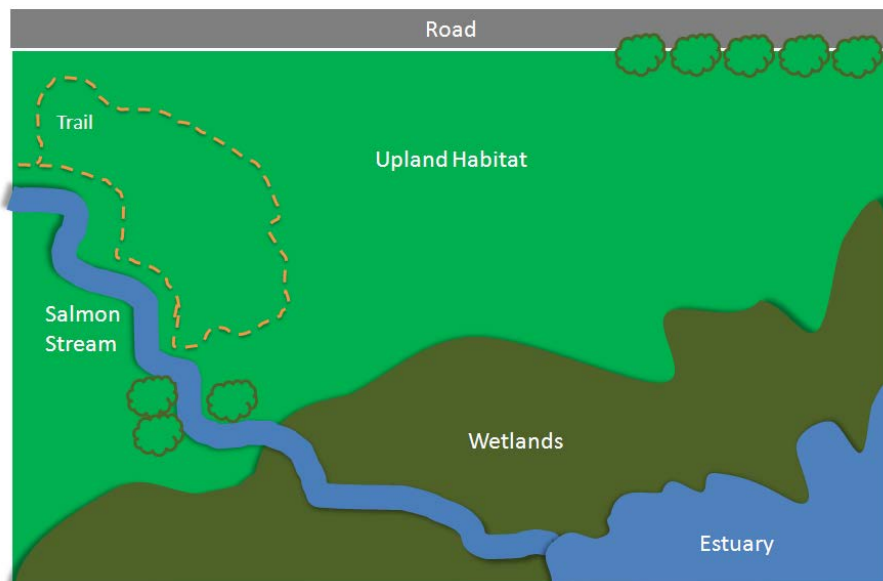
Utilities: The city would like to allow a cell phone provider to put a cell tower at the top of an existing light pole at the field. As is typically the case, a 10-by-10 foot shed would be needed to manage the tower, along with an access route to the structure.

- If the communications company leases the pole space for the tower, current policy would consider it to be a conversion based on the transfer of property rights.
- If the shed were put on adjacent property, the utility lines run underground to that shed, and the pole space used under a license (versus lease), the request would be reviewed under the allowable uses policy. Staff would then need to assess the proposal's consistency with the purposes of the grant; practical alternatives to the use; and impairment to the intended use of the site.

Example #2: Overthere County Salmon Habitat Protection

Site

Overthere County received state-funded grants from the board to protect riparian habitat and wetlands. The project site includes frontage along an estuary, wetlands, a salmon-bearing stream, and upland habitat. There is an established social trail that extends along a portion of the stream and into the upland habitat. A county road runs along one side of the property. Although the site is home to shorebirds, waterfowl, eagles, and other species, the primary species targeted by the project is salmon.



Requests that can be addressed by the grant manager

Clear Conversion: The county wants to widen the road, and requests an easement that extends into the upland habitat. The grant manager reviews the request, notes that it would constitute a transfer of property rights for non-habitat conservation purposes. The grant manager advises the county that this use would clearly be a conversion.

Clearly Allowable: The county wants to develop and formalize the existing social trail, adding viewing platforms and educational signs. Some of the factors the grant manager considers include: trail design (e.g., does it drain away from sensitive habitat areas, trail surfacing and ADA, effect of introducing people into sensitive habitats), the timing of the use and construction of the trail (i.e., is it coordinated to avoid timing of species and habitat cycles), and the trail management plan (e.g., will it protect the salmon habitat from potential trail user impairments). Public access and use of funded sites is a requirement of RCO grants⁵, and the trail as proposed does not impair the habitat, so the grant manager could approve the request.

Clear Element Change: The sponsor asks to remove hazard trees along the county road away from the protected resources. This would be considered an element change if the sponsor leaves the wood on site to provide habitat benefits (i.e., does not sell the timber) and follows forest practice rules.

Requests likely to be considered under allowable uses review

Competing Habitat Benefits: The County asks permission to top some trees in the riparian management zone to provide habitat for raptors. Both raptors and salmon are listed in the project agreement, but salmon is the primary species targeted. Thus, the sponsor would need to show that the action would have no overall impairment to salmon. Due to the complexity, this request would go through the allowable uses process. The county provides more detail, showing that they will selectively top the trees and use the wood to improve instream habitat. The sponsor's subject matter expert states that the approach will not impair the salmon habitat. The RCO approves this.

⁵ Unless approved in advance of funding in for WWRP Habitat Conservation grant or the Farmland Protection Account

Example #3: Sagebrush County Grouse Habitat Protection Site

Three years ago, a state agency received an RCO grant to acquire critical shrub steppe habitat for sage grouse. The property includes a stream and small forested area. Washington ground squirrels, owls, jackrabbits, bats, and pygmy short-horned lizards are among the other species living in the project area.

The project agreement was to protect habitat and provide connectivity to other habitat areas. Public access was not specifically excluded.



Grazing was not included in the project application as a land management or conservation enhancement strategy. The acquisition and project recently closed, and the agency has asked for permission to include grazing on the property.

Clear Conversion: The agency's request would grant a grazing lease to a private entity. Under current policy, the grant manager would reject the request because it transfers property rights to an ineligible party for non-habitat conservation purposes.

Clearly Allowable: Under different assumptions, if grazing had existed on the property before the purchase, the state agency could have included grazing for up to three years under the existing interim uses policy. This use would have been considered in evaluation scoring.

- Note: An extension of the grazing lease beyond the three years allowed under the interim uses policy would be a conversion.

Allowable Uses Process: If the state agency used a tool other than a lease (e.g., use agreement) to allow grazing, the request would be reviewed through the allowable uses process. The location, timing, and impairment to the grant purposes would be assessed, as noted in the process description.

Note: If grazing were included in the project application as a land management or conservation enhancement strategy, then the grazing strategy would be evaluated as part of the ranking process. During project evaluations, the state agency sponsor would address grazing as part of the existing management and viability criteria. The proposed use would have to conform with all other applicable policies (e.g., interim uses).

Next Steps

In sum, the allowable uses policy establishes a framework to review unclear requests against existing policy. It is designed to provide sponsors and staff with a more transparent and consistent way to review the requests and ultimately a more detailed analysis if the matter eventually came to the director or the board. Staff hopes to bring the policy to the board for adoption in November.

If approved, staff will work on implementing the policy and tracking the decisions that are made regarding when uses are or are not allowable. Over time, that information could help staff and the board better respond to sponsor requests for programmatic allowances.

Item 5A

Meeting Date: September 2011
Title: Summary of General Policy and Manual Changes for 2012 Grant Cycle
Prepared By: Rebecca Connolly, Policy and Planning Section
Approved by the Director:



Proposed Action: Briefing

Summary

The Recreation and Conservation Office (RCO) is preparing for the upcoming 2012 grant round, including updates to the policy manuals. This memo provides an overview of the updates and the process. Staff will be available for questions at the Recreation and Conservation Funding Board (board) meeting in September.

Significant policy changes are discussed in separate memos, as described below.

Strategic Plan Link

Providing updated policy manuals that reflect the board's priorities, support more efficient grant processes, and provide accurate technical information to sponsors supports the board's objective to promote continuous quality improvement. Together, the manual updates and the public processes used in their development are directly supportive of all three of the board's goals, as stated in its strategic plan¹.

Background

Part of the preparation for the 2012 grant round will be to ensure that all policy manuals are updated. Policy and grant management staff members have started the effort, and will be proposing and implementing a number of changes.

¹ (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 using broad public participation and feedback, monitoring, assessment, and adaptive management.

Previously-Approved Changes

The board approved the following changes in 2011, and staff will incorporate them into the applicable manuals for the 2012 grant round²:

- Cabins, as defined in the approved policy, will be eligible for reimbursement in the Land and Water Conservation Fund (LWCF) and in the Washington Wildlife and Recreation Program (WWRP) Local Parks, State Parks and State Lands Development and Renovation categories.
- All grant programs will be moved to a biennial cycle. The timeline in each program manual will be updated.

Significant Policy Changes to be Adopted

Staff will ask the board to approve the sustainability policy and related revised evaluation questions (Item 3) at the September board meeting.

In addition, staff will brief the board on the following topics in September, and intends to bring the proposals, with public comment, to the board for decisions in November.

- Allowable Uses (Item 4)
- Changes that will streamline the grant application process (Item 5B)
- Changing the evaluation process from in-person to written for three categories (Item 5C)
- Proposed changes to evaluation criteria (Item 5D)

Administrative Edits

Staff is reviewing the policy manuals for administrative changes such as typographical errors and technical corrections. These changes will be reviewed internally to ensure that they do not inadvertently change board policy. The changes will be incorporated into the manuals before publication. Communications staff also will conduct plain-talk reviews as needed.

Analysis


The RCO aims to complete only critical changes for the 2012 grant cycle, given the significant reduction in agency staff due to the budget situation.

² Policies are not effective until published. Thus, these policies will be effective beginning with projects approved in the 2012 grant round.

Next Steps

Following the November board meeting, staff will incorporate the approved policy changes and administrative edits into the manuals. The manuals will be published online in late January, before the grant cycle begins in February.

Item 5B

Meeting Date: September 2011
Title: Streamlining the Grant Application Process
Prepared By: Marguerite Austin and Scott Robinson, Section Managers
Approved by the Director: 

Proposed Action: Briefing

Summary

Recreation and Conservation Office (RCO) staff is working to streamline the grant application and evaluation process. The proposed improvements fall into one of three categories: policy changes that require board approval, process changes that require director approval, and administrative changes designed to capture efficiencies for applicants and staff. This memo summarizes the overall streamlining proposal.

Strategic Plan Link

Consideration of this proposal supports the Recreation and Conservation Funding Board's goal to achieve a high level of accountability in managing the resources and responsibilities entrusted to it. In particular, this proposal uses adaptive management to meet changing needs. It continues to provide a structure under which the board provides strategic funding to its partners and awards grants through fair, impartial, and open public processes.

Background

The Recreation and Conservation Funding Board (board) manages grants through the RCO. Like many state agencies, especially those funded from capital budgets, RCO has had program and administrative budget cuts that are expected to last several biennia. These budget cuts and reduced staffing levels are coming at a time when both sponsors and staff are facing significant workload. RCO must find ways to be more efficient while continuing to reduce reappropriations.

Berk and Associates conducted a workload study in 2008 and found that in the last twenty years, RCO's workload has increased by 400 percent with small increases in staff resources. A large part of the growth is tied to the addition of the Washington Wildlife and Recreation Program (WWRP).

Currently, grant managers must balance the demand of the application and evaluation processes with the ongoing responsibilities of managing active grants and ongoing compliance.

Staff believes that the competing demands contribute to delayed project implementation, potentially higher reappropriation levels, and an increasing number of compliance issues.

Applicants pointed out the need for efficiencies in 2008 when Berk and Associates interviewed them as part of its study on how RCO could reduce reappropriations, and again in 2010 during RCO's customer service survey. The RCO business mapping, which was completed by Strategica Incorporated in 2010, identified efficiencies that would benefit both RCO and project sponsors.

Analysis

In March 2011, the board adopted a policy that authorizes RCO to use a biennial cycle for all grant programs. This decision, along with the impetus of reduced funding and staffing, offers a great opportunity to streamline the application and evaluation processes. The RCO's goal is to gain efficiencies for our applicants and grants managers, without compromising our high level of customer service.

Staff aims to maintain an efficient, fair, objective, and focused application process that funds the best projects, maintains sponsor satisfaction with the process, and makes the best use of grants managers' time during the application process and while managing active grants. To accomplish this objective, staff were asked to:

- Design a six month application and evaluation process for all grant programs that benefits sponsors and defines efficiencies for staff.
- Identify grant management activities that must be carried out during the six month application and evaluation phase.
- Develop a plan for stakeholder outreach and sponsor notification.
- Develop recommendations for performance expectations or targets during the six month application cycle.
- Identify structural or organizational changes, if needed.

While working on this proposal, staff identified policy and process changes that are needed to implement the plan. Those changes include the following:

- Use a written evaluation process for the Washington Wildlife and Recreation Program (WWRP) Critical Habitat, Natural Areas, Urban Wildlife Habitat, and Riparian Protection categories (see Item 5C). This proposal requires board approval.
- Establish standing advisory teams for the WWRP Local Parks, State Lands Development, Trails, and Water Access categories. This proposal requires director approval. The director already has approved an initial recommendation and directed staff to (1) develop committee charters and (2) identify the skills and experience that candidates should possess.

- Modify some RCO administrative processes, which will result in efficiencies for staff and applicants. These modifications require deputy director or section manager approval. The following are a few examples:
 - Require applicants to submit complete applications by the due date. Staff would then compile their review comments with concerns raised by the technical review team, and send the applicant one list with all changes required or recommended before evaluation.
 - Develop web-based tools to help applicants understand how to navigate through the application/evaluation process.
 - Create short on-line training videos to help applicants using PRISM.

These proposed changes, combined with improvements already made, will help streamline the application and evaluation processes. Staff will ensure that the RCO clearly communicates process and administrative changes so applicants understand what is expected

Next Steps

At the September board meeting, staff will make a brief presentation on the streamlining plan. Staff will also brief the board on its proposal to use a written evaluation process for some of the Washington Wildlife and Recreation Program categories. If approved, RCO staff will update the appropriate policy manuals, share the revisions with applicants and other interested parties, and use the revised scoring during the 2012 grants cycle.

Meeting Date: September 2011
Title: Proposal to Change the Evaluation Process for the Critical Habitat and Urban Wildlife Categories and the Riparian Protection Account.
Prepared By: Scott Robinson, Conservation and Grant Services Section Manager
Approved by the Director:



Proposed Action: Briefing

Summary

The Recreation and Conservation Office (RCO) is proposing that the Recreation and Conservation Funding Board (board) make the following changes to the Washington Wildlife and Recreation Program Critical Habitat and Urban Wildlife categories and the Riparian Protection Account:

1. Eliminate project review meetings, and;
2. Conduct a written evaluation process that is scored by volunteer evaluators at their home or office.

Staff believes that these changes will reduce the time and resources committed to project review and evaluation without losing the effectiveness of the process. At the September meeting, staff will ask the board for its input, prior to the policy being distributed for public review.

Strategic Plan Link

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

Background

The Washington Wildlife and Recreation Program (WWRP) Critical Habitat and Urban Wildlife categories were established in 1990 and are available to eligible state¹ and local agencies². The

¹ Washington State Parks and Recreation Commission and the Washington State Departments of Fish and Wildlife, General Administration, and Natural Resources (RCW 79A.15.010)

WWRP Riparian Protection Account was established in 2005 and is available to eligible state and local agencies as well as lead entities³ and non-profit nature conservancy corporations or associations⁴.

The current evaluation process for all three grant categories includes RCO-hosted meetings for both project review and project evaluation. Each meeting takes one or two days, and involves grant applicants, RCO staff, and up to 10 volunteer evaluators.

- At the project review meeting, evaluators comment on proposals so that applicants can improve their projects before final evaluation.
- At the project evaluation meeting, applicants present their proposal and, if time allows, answer questions from evaluators, who then score each project.

About two weeks after the evaluation presentations, RCO staff and the evaluators meet again to review the final project rankings. Many evaluators participate in this post evaluation meeting by conference call.

Analysis

To reduce this sizable time and resource commitment, RCO staff proposes that the board eliminate the project review meeting and adopt a written evaluation process for the Critical Habitat and Urban Wildlife categories and the Riparian Protection Account.

Project Review Meeting

The project review meeting is intended to give the applicant constructive feedback before they submit the project for final evaluation. This process is helpful for applicants in many grant programs. However, it is less useful in the Critical Habitat and Urban Wildlife categories and the Riparian Protection Account because nearly all of these projects involve the acquisition of real property⁵. Staff has found that project reviews for acquisition projects typically yield suggestions that improve the application's clarity (e.g., improving map details), but do not significantly affect the scope or acquisition approach. A project to develop or restore a site tends benefit more from a technical project review.

In lieu of the project review meeting, RCO staff would work with applicants to ensure they have a complete, viable, and clear project proposal.

² A city, county, town, federally recognized Native American tribe, special purpose district, or other political subdivision of the state providing services to less than the entire state if legally authorized to acquire and develop public open space, habitat, farmland, riparian habitat, or recreation facilities.

³ Lead entities as defined by Revised Code of Washington 77.85.050 for salmon recovery.

⁴ Nonprofit nature conservancy corporations or associations as defined by Revised Code of Washington 84.34.250

⁵ Of the 201 projects funded in these three categories since 1990, only two have not involved any acquisition; 189 have been acquisition only.

Written Evaluation Process

In a written evaluation process, evaluators review and score project proposals at their own pace within a given timeframe. Evaluations would continue to be based on the project packet, which includes:

- Project description/summary;
- Cost estimate summary;
- Evaluation question responses;
- Special status species table;
- Project location map(s); and
- Photos or other graphics.

The board has adopted similar approaches for the WWRP State Lands Development, State Lands Restoration, and Natural Areas categories. Making this change would mean that all Habitat Conservation Account categories would be evaluated using the same process.

After all written projects were reviewed and scored, RCO would conduct a post-evaluation conference call at which evaluators would discuss project rankings and review the evaluation process.

Considerations in Converting to a Written Evaluation Process

There are advantages and disadvantages to this proposed process change. Some factors to consider include:

- RCO successfully uses written evaluations in other grant programs.
- This process would reduce travel costs and require less time away from home and office for both evaluators and applicant staff.
- Eliminating the project review meeting would reduce the RCO staff time dedicated to volunteer recruitment.
- The process would add flexibility for the evaluators by allowing them to score written proposals at their own pace within an identified time period. This may potentially attract a pool of evaluators who are unable to travel the distance currently required by the in-person process.
- Applicants would submit a written application packet instead of producing and practicing an in-person presentation. This would save applicant staff time.
- It is not uncommon for applicants to use federal or other state grants as match for these WWRP applications. Most of those other fund sources use a written process.
- Projects would not be evaluated in a meeting open to the public. (*Note:* Although welcome to observe the current live evaluation presentation, the public does not have


an opportunity to comment at evaluation meetings. Evaluation materials would be available to interested public through the PRISM database or by request and comments would be made to the board at the meeting in which the ranked lists are approved.)

- Applicants would not have the opportunity to reinforce project benefits or strengths through an oral presentation.
- It would be more difficult for an evaluator to ask an applicant questions; if needed for important issues, an evaluator would submit a question to RCO, which would refer the question to the applicant and then share the answer with all evaluation team members. This approach ensures all evaluators have the same information and that no applicant gains an unfair advantage of direct contact with evaluators.

Next Steps

After the September 2011 board briefing, RCO staff will circulate a draft proposal for public comment through email and the agency web site. Comments will be taken for 30 days. Staff will present the comments at the November 2011 board meeting along with an updated proposal for board consideration. If approved, the change would be effective for the 2012 grant cycle.

Item 5D

Meeting Date: September 2011
Title: Proposed Changes to Evaluation Criteria in the WWRP State Lands
Restoration and Enhancement Category
Prepared By: Scott Robinson, Section Manager Conservation and Grant Services Section
Approved by: 

Proposed Action: Briefing

Summary

The Recreation and Conservation Office (RCO) is proposing to change the scoring criteria used to evaluate grant applications in the State Lands Restoration and Enhancement category of the Washington Wildlife and Recreation Program. These changes, which were recommended by evaluation and review committee members, emphasize project design and clarify how the sponsor should describe the unique features of the site to be restored. This briefing memo summarizes the proposal and outlines the next steps for staff.

Strategic Plan Link

Consideration of these changes supports the Recreation and Conservation Funding Board (board) objectives to (1) develop strategic investment policies and plans so that projects selected for funding meet the state's recreation needs and (2) fund the best projects as determined by the evaluation process.

Background

The State Lands Restoration and Enhancement (SLR) grant category is part of the Washington Wildlife and Recreation Program's Habitat Conservation Account. The category began in 2006, and receives 5 percent of the funds allotted to the account.

The purpose of this category is to provide grants to restore or enhance land owned by the state of Washington or held in trust by the state. Therefore, this category is open only to the Washington State Department of Natural Resources and the Washington State Department of Fish and Wildlife.

The SLR grant category uses a written review and evaluation process. Applicants submit written answers in response to the criteria along with photos, maps, and graphics that represent the area proposed for restoration or enhancement. Evaluators base their scoring on the evaluation criteria, but use discretion in interpreting responses.

Volunteer panelists who have reviewed and evaluated the SLR grant applications asked RCO to consider modifying the evaluation criteria to:

1. Add criteria regarding project design,
2. Make it easier for sponsors to highlight and explain the important benefits of a project ecologically, biologically, and with regard to specific species,
3. Improve the flow of the sponsors' responses to the criteria by ordering elements in a more logical manner going from goals and objectives to need, then to project design, and finally, to public support, and
4. Broaden the evaluators' scoring range to allow them to develop a point scale that more clearly expressed their evaluation of the project.

RCO staff drafted changes to the evaluation instrument following the recommendations of the evaluation panel.

Analysis

Currently, the evaluation instrument for the State Lands Restoration Program (Attachment A) includes six criteria that are scored by volunteer evaluators and an introductory question that is not scored. The table shows a summary of these criteria.

Summary of Current State Lands Restoration and Enhancement Evaluation Criteria

Criterion	Evaluation Elements	Possible Points
Project Introduction	<ul style="list-style-type: none"> Locate the project on statewide, vicinity, and site maps Project narrative (goals and objectives) 	Not scored
1. Ecological and Biological Characteristics	<ul style="list-style-type: none"> Bigger picture Uniqueness or significance of the site Quality of habitat 	15
2. Need for Restoration or Enhancement	<ul style="list-style-type: none"> Demonstrated need for restoration or enhancement 	15
3. Long-Term Manageability and Viability	<ul style="list-style-type: none"> Threat to the site Long-term viability Enhancement of existing protected land 	10
4. Species or Communities with Special Status	<ul style="list-style-type: none"> Threat to species or communities Importance of restoration or enhancement Ecological roles Rarity 	5
5. Plan Priority	<ul style="list-style-type: none"> Plans Prioritization efforts 	5
6. Public Benefit	<ul style="list-style-type: none"> Measurable benefits Educational and scientific value Community support 	5
Maximum Possible Score		55

The RCO staff proposal (Attachment B) is to combine portions of the current grant criteria elements and insert a new criterion that specifically addresses project design (#3, below). The proposed criteria also would allow the sponsor to describe the project in a more logical order beginning with the goals and objectives of the proposal all the way through project design and public benefit. The changes should reduce the number of questions received by RCO staff from sponsors and evaluators.

Staff also proposes to change the point range used by evaluators to score the first three criteria. In the current criteria, evaluators score each of the first three questions using a range of 0-5 points; a multiplier is then applied by RCO to come to a total. In the proposed method, evaluators would score each of the first three questions having a point range of 0-15 with no multiplier being applied by RCO.

Summary of Proposed State Lands Restoration and Enhancement Evaluation Criteria

Criteria	Evaluation Elements	Possible Points
Project Introduction	<ul style="list-style-type: none"> Project goals and objectives Statewide, vicinity, and site maps 	Not scored
1. Ecological and Biological Characteristics	<ul style="list-style-type: none"> Bigger picture Uniqueness or significance Target species and communities 	15
2. Need for Restoration or Enhancement	<ul style="list-style-type: none"> The problem to be addressed Threat 	15
3. Project Design	<ul style="list-style-type: none"> Details of project design Best Management Practices 	15
4. Planning	<ul style="list-style-type: none"> Consistency with Existing Plans Puget Sound Partnership guidelines (if applicable) 	5
5. Public Benefit	<ul style="list-style-type: none"> Public educational or scientific value 	5
Maximum Possible Score		55

Public Review

RCO staff plans to publish the criteria for 30-day public review in late August 2011.

Next Steps

Staff may revise the criteria based on public comment, and intends to present a final proposal to the board in November 2011 for approval. If approved, RCO will to use the revised criteria during the 2012 grant round.

Attachments

- A. Current State Lands Restoration and Enhancement Criteria
- B. Proposed State Lands Restoration and Enhancement Criteria
- C. A Side by Side Comparison of the Current and Proposed State Land Restoration and Enhancement Criteria

Attachment A: Current State Lands Restoration and Enhancement Scoring Criteria

(Washington Department of Fish and Wildlife and Washington Department of Natural Resources)

Restoration means bringing a site back to its original function through activities that reasonably can be expected to result in a site that is to the degree possible self sustaining and will not require continual intervention to function as a predominately natural ecosystem. Enhancement improves the ecological functionality of a site.

Detailed Scoring Criteria

1. Ecological and Biological Characteristics

Why is the site worthy of long-term conservation?

The Bigger Picture

"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, restore, or enhance* it.

- What specific role does this project play in a broader watershed or landscape picture?
- Is this site part of a larger ownership? If so, describe the connectivity and management of the larger habitat area.
- What are the primary habitat functions?
- Does the project have functional connectivity with existing habitats?

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 at www.psp.wa.gov. Evaluators should ignore this question for projects outside Water Resource Inventory Areas 1-19.

Uniqueness or Significance

Explain how the site is unique or significant on a regional, ecosystem, watershed, or urban growth area level.

- What habitat types exist on site?

- 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?

Quality of Habitat

Describe the ecological and biological quality or potential 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 for wildlife?
- What natural features make this site a priority for restoration or enhancement efforts?
- How well does the restoration or enhancement project contribute to supporting the target species or communities?
- Has the habitat or characteristics of the site been identified as limiting factors or critical pathways to the target species or communities?

▲ Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 3.

2. Need for Restoration or Enhancement

Demonstrated Need for Restoration or Enhancement

What is the need for stewardship activities, whether restoration or enhancement? Establish need by identifying comparable opportunities (quality and quantity). Describe the quality and function of the habitat and the demonstrated need and plans to restore or enhance it.

- Is the site located in an ecologically critical area?
- Is the habitat recoverable?
- What is the restoration plan?
- Does this project enhance other restoration efforts with the same or similar goals?

- How well does the project satisfy the identified needs?

▲ Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 3.

3. Long-Term Manageability and Viability

Will the project result in restoring or enhancing land that functions in a manner that is sustainable and integrates appropriately with bordering communities or habitats? What is the likelihood of the site remaining viable over the long term and why is it important to restore or enhance it now?

Threats to the Habitat

What, and how imminent, are the threats (i.e., inherent, ecological, human, abatable or non-abatable threats) to the habitat at this site?

- Are these new threats or ongoing?
- How do or will these threats affect the function of the habitat?
- How will restoration or enhancement of the site affect these threats?
- What steps are you taking to reduce the threats?
- Outline the proposed project schedule, timelines, and who will perform the work.

Long-Term Viability

Describe how the site will be managed over time to maintain the desired characteristics.

- What is happening across the landscape or watershed that may affect the viability of the site?
- What are the long-term stewardship plans and the anticipated outcome? Describe any long-term site monitoring plans and identify who will implement monitoring?
- What human and financial resources are available to maintain the site? How will noxious weeds and invasive species be controlled?
- What regulatory protections currently are afforded to the site (i.e., critical areas ordinances, zoning, development regulation, shoreline management rules, forest practice rules, etc.)?

Enhancement of Existing Protected Land

Describe the other protected lands (public and private) near this site that have complimentary or compatible land uses or habitats.

- Are they managed and monitored in a manner that is consistent with the stewardship plans for the project area?

▲ Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 2.

4. Species or Communities with Special Status

What are the habitat communities or species of wildlife that will benefit most from the improvements proposed for this site?

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.

Threat to the Species or Communities

Describe the threat to the species or community (e.g., imminent danger of extinction [range-wide]; in imminent danger of extirpation [population]; threatened within the foreseeable future, or concern because of current trends; population stable, but catastrophic event could threaten; no foreseeable threat).

Importance of Restoration or Enhancement for the Species or Community Protection or Recovery

Describe the relative importance of this habitat restoration or enhancement effort when compared to other protection or recovery tasks. 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.

Ecological Roles

What role does the target species play 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? What role does the restoration or enhancement play in the viability of the larger ecosystem?

Rarity

Describe the distribution or range and, if known, the abundance of the species or community

- ▲ Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 1.

5. Plan Priority

Plans

How is this project supported by a current plan (i.e. watershed, stewardship, state or regional resource, species management, shoreline, salmon recovery, open space, land use, habitat conservation, agency) or a coordinated prioritization effort? Describe the plan or prioritization efforts.

- What is the status of the plans?
- How does this proposal help meet the goals or strategies of the plan?

Prioritization Efforts

- How important is this project in comparison to other potential projects?
- What process was used to identify this project as a priority?

- ▲ Point Range: Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 1.

6. Public Benefit

To what extent does this project result in measurable benefits for the species or community impacted as a result of this restoration or enhancement?

This question's intent is to find out what *unique* benefits the project provides to maintaining an ecologically diverse ecosystem and how are those benefits measured to know if the project was successful. This question is not meant to discount projects for *not* having overwhelming community support or educational opportunities. It may be that the project has qualities that provide a unique opportunity for the community to benefit from its implementation. The answer will be scored on those unique qualities and how they are appropriate for, or are of benefit to, the project.

Measurable Benefits

The response should describe what ecosystem functions will be restored and how well will the proposed habitat actions address the restoration or enhancement needs identified.

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?

Community Support

Describe the support or partnerships you have from the community, interest groups, volunteers, public agencies, etc.

- To what degree do communities, governments, landowners, constituent groups, or academia benefit from or support the project?
- How have you involved these groups in project development? Explain any known opposition to the project.
- Describe and document any monetary means that have been secured to help continue stewardship of the habitat area (i.e., endowments, grants, donations, public or private management agreements, etc.)

▲ Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 1.

Note: the following is a placeholder pending action by the Puget Sound Partnership. As a placeholder, it will not be scored until further notice.

Puget Sound Partners. Is the project sponsored by an entity that is a Puget Sound partner, as defined in Revised Code of Washington 90.71.010? This criterion will apply only to projects within Water Resource Inventory Areas 1-19. This determination will be made by the project evaluation, not at some later date. When the Puget Sound Partnership determines a method for designating Puget Sound partners, the Recreation and Conservation Funding Board will modify policies to prevent less preferential funding treatment to sponsors not eligible to be Puget Sound partners.

Proposed State Lands Restoration and Enhancement Scoring Criteria

(Washington Department of Fish and Wildlife and Washington Department of Natural Resources)

Restoration means bringing a site back to its original function through activities that reasonably can be expected to result in a site that is to the degree possible self-sustaining and will not require continual intervention to function as a predominately natural ecosystem. Enhancement improves the ecological function of a site.

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 is primarily 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

Describe why the site is worthy of long-term conservation. "Paint a picture" of the project site for the evaluators – the what, where, and why.

The Bigger Picture

- Demonstrate what specific role this project plays in a broader watershed or landscape picture. Describe if the project has functional connectivity with existing habitats.

- State if the site is part of a larger ownership or a collaborative effort to support wildlife, plants or communities. Describe the ecological and biological quality or potential quality of the habitat.

Uniqueness or Significance

- Explain how the site is unique or significant on a regional, ecosystem, watershed, or urban growth area level.
- State if the site is significant in terms of habitat quality, connectivity, diversity, rarity, etc.

Target Species and Communities

- List the target species and communities with special status that occur on the site. This is not intended to be a comprehensive list of all species in the area. Instead try to narrow the description to those species or communities that would be the primary focus of your restoration efforts.
- Demonstrate how the project benefits the species or communities that are being targeted. Include other relevant facts, such as statistics associated with a decline of the target species using the site due to degradation, or how the site supports a larger population than what typically occurs within the rest of the species range, etc.
- Describe the primary habitat functions. State if the habitat or characteristics of the site have been identified as limiting factors or critical pathways to the target species or communities.

▲ Point Range: 0-15.

2. Need for Restoration or Enhancement

Describe the why this restoration or enhancement project needs to be completed.

The Problem to be addressed

- Describe why this restoration or enhancement project is important. Explain what currently keeps the habitat from being fully functioning.
- Establish need by identifying comparable habitats (quality and quantity) that occur in the area.

Threat

- Describe the current condition of the site and why it is important to restore or enhance the site at this particular time. Discuss what will be lost if deterioration is allowed to continue.
- State if the site is located in an ecologically critical area. Discuss if the habitat is recoverable and what factors have contributed to cause the site to be in need of restoration or enhancement.

▲ Point Range: 0-15.

3. Project Design

Describe how the proposed project will address the problem(s) identified earlier.

Details of Project Design

- Describe your restoration or enhancement plans for the area. Specifically demonstrate how the project design addresses the need described in question number two above.
- In your description include the work that has gone into the project to date, including any planning or permitting work that has been completed. Describe any public outreach that has gone into early design work.
- Describe how the project design will improve the ecological function of the site and result in a site that is self-sustaining and will not require continual intervention to function as a natural ecosystem.
- If applicable, describe how the project would help to better manage public use to reduce impacts to targeted species or habitats.

Best Management Practices

- State if the project design is consistent with the Washington State Aquatic Habitat Guidelines Program (Manual 10b page 22), or industry approved best management practices.
- If you are using a new or innovative process, describe why you believe the design will be successful. For example, state if the design is consistent with other project sites or if there is new research that supports your efforts.

▲ Point Range: 0-15.

4. Planning

Specifically describe how the project is consistent with planning efforts occurring in the area.

Consistency with Existing Plans

- How does this project help meet the goals of existing planning efforts. Avoid simply listing other plans that the project may be consistent with. Instead, demonstrate how the project furthers specific elements within the planning efforts.

Puget Sound Partnership Guidelines

- For Water Resource Inventory Areas 1-19, state how the project is referenced in the Action Agenda developed by the Puget Sound Partnership. The Action Agenda can be found at www.psp.wa.gov. This question does not need to be answered for projects outside Water Resource Inventory Areas 1-19.

▲ Point Range: 0-5.

5. Public Benefit

Describe the degree to which communities, governments, landowners, constituent groups, or academia benefit from or support the project.

Public Educational or Scientific Value

- Describe efforts that have been made to involve these groups in the project development.
- Explain any known opposition to the project. Describe the support or partnerships you have from the community, interest groups, volunteers, public agencies, etc.
- Discuss how the project enhances other opportunities available to the public. If public access is not allowed on the site, describe why not. *Note: not all sites need to be available for public access in order to be of public benefit.*

Note: the following reference to being designated as a Puget Sound Partner is a placeholder pending action by the Puget Sound Partnership. As a placeholder, it will not be scored until further notice.

Puget Sound Partners. State if the project is sponsored by an entity that is a Puget Sound partner, as defined in Revised Code of Washington 90.71.010. This criterion will apply

only to projects within Water Resource Inventory Areas 1-19. This determination will be made by the project evaluation, not at some later date. When the Puget Sound Partnership determines a method for designating Puget Sound partners, the Recreation and Conservation Funding Board will modify policies to prevent less preferential funding treatment to sponsors not eligible to be Puget Sound partners.

▲ Point Range: 0-5.

Side by Side Comparison of State Lands Restoration and Enhancement Criteria

Introduction

	CURRENT	PROPOSED
Criteria	Project Introduction	Project Introduction
Evaluation Elements	<ul style="list-style-type: none"> • Locate the project on statewide, vicinity, and site maps • Project narrative (goals and objectives) 	<ul style="list-style-type: none"> • Project goals and objectives • Statewide, vicinity, and site maps
Possible Points	Not scored	Not scored
Narrative	The current criteria is silent on project introduction	<p>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.</p> <p>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 is primarily to help orient the evaluators to the project.</p> <p>Statewide, Vicinity, and Site Maps</p> <ul style="list-style-type: none"> • 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.

Criterion #1

	CURRENT	PROPOSED
Criteria	Ecological and Biological Characteristics	Ecological and Biological Characteristics
Evaluation Elements	<ul style="list-style-type: none"> • Bigger picture • Uniqueness or significance of the site • Quality of habitat 	<ul style="list-style-type: none"> • Bigger picture • Uniqueness or significance • Target species and communities
Possible Points	15 — <i>Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 3.</i>	15 — <i>Point Range: 0-15</i>
Narrative	<p>Why is the site worthy of long-term conservation?</p> <p>The Bigger Picture</p> <p>“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, restore, or enhance it.</p> <ul style="list-style-type: none"> • What specific role does this project play in a broader watershed or landscape picture? • Is this site part of a larger ownership? If so, describe the connectivity and management of the larger habitat area. • What are the primary habitat functions? • Does the project have functional connectivity with existing habitats? <p>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 at www.psp.wa.gov. Evaluators should ignore this question for projects outside Water Resource Inventory Areas 1-19.</p> <p>Uniqueness or Significance</p> <p>Explain how the site is unique or significant on a regional, ecosystem, watershed, or urban growth area level.</p> <ul style="list-style-type: none"> • What habitat types exist on site? • How unique is the site in relation to habitat quality, connectivity, diversity, and rarity? 	<p>Describe why the site is worthy of long-term conservation. “Paint a picture” of the project site for the evaluators – the what, where, and why.</p> <p>The Bigger Picture</p> <ul style="list-style-type: none"> • Demonstrate what specific role this project plays in a broader watershed or landscape picture. Describe if the project has functional connectivity with existing habitats. • State if the site is part of a larger ownership or a collaborative effort to support wildlife, plants or communities. Describe the ecological and biological quality or potential quality of the habitat. <p>Uniqueness or Significance</p> <ul style="list-style-type: none"> • Explain how the site is unique or significant on a regional, ecosystem, watershed, or urban growth area level. • State if the site is significant in terms of habitat quality, connectivity, diversity, rarity, etc. <p>Target Species and Communities</p> <ul style="list-style-type: none"> • List the target species and communities with special status that occur on the site. This is not intended to be a comprehensive list of all species in the area. Instead try to narrow the description to those species or communities that would be the primary focus of your restoration efforts. • Demonstrate how the project benefits the species or communities that are being targeted. Include other relevant facts, such as statistics associated with a decline of the

- 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?

Quality of Habitat

Describe the ecological and biological quality or potential 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 for wildlife?
- What natural features make this site a priority for restoration or enhancement efforts?
- How well does the restoration or enhancement project contribute to supporting the target species or communities?
- Has the habitat or characteristics of the site been identified as limiting factors or critical pathways to the target species or communities?

target species using the site due to degradation, or how the site supports a larger population than what typically occurs within the rest of the species range, etc.

- Describe the primary habitat functions. State if the habitat or characteristics of the site have been identified as limiting factors or critical pathways to the target species or communities.

Criterion #2

	CURRENT	PROPOSED
Criteria	Need for Restoration or Enhancement	Need for Restoration or Enhancement
Evaluation Elements	<ul style="list-style-type: none"> Demonstrated need for restoration or enhancement 	<ul style="list-style-type: none"> The problem to be addressed Threat
Possible Points	15 — <i>Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 3.</i>	15 — <i>Point Range: 0-15</i>
Narrative	<p>Demonstrated Need for Restoration or Enhancement</p> <p>What is the need for stewardship activities, whether restoration or enhancement? Establish need by identifying comparable opportunities (quality and quantity). Describe the quality and function of the habitat and the demonstrated need and plans to restore or enhance it.</p> <ul style="list-style-type: none"> Is the site located in an ecologically critical area? Is the habitat recoverable? What is the restoration plan? Does this project enhance other restoration efforts with the same or similar goals? How well does the project satisfy the identified needs? 	<p>Describe why this restoration or enhancement project needs to be completed.</p> <p>The Problem to be addressed</p> <ul style="list-style-type: none"> Describe why this restoration or enhancement project is important. Explain what currently keeps the habitat from being fully functioning. Establish need by identifying similar habitats in the area and compare your project site to those in terms of quality and quantity. <p>Threat</p> <ul style="list-style-type: none"> Describe the current condition of the site and why it is important to restore or enhance the site at this particular time. Discuss what will be lost if deterioration is allowed to continue. State if the site is located in an ecologically critical area. Discuss if the habitat is recoverable and what factors have contributed to cause the site to be in need of restoration or enhancement.

Criterion #3

	CURRENT	PROPOSED
Criteria	Long-Term Manageability and Viability	Project Design
Evaluation Elements	<ul style="list-style-type: none"> Threat to the site Long-term viability Enhancement of existing protected land 	<ul style="list-style-type: none"> Details of project design Best Management Practices
Possible Points	10 — <i>Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 2</i>	15 — <i>Point Range: 0-15</i>
Narrative	<p>Will the project result in restoring or enhancing land that functions in a manner that is sustainable and integrates appropriately with bordering communities or habitats? What is the likelihood of the site remaining viable over the long term and why is it important to restore or enhance it now?</p> <p>Threats to the Habitat</p> <p>What, and how imminent, are the threats (i.e., inherent, ecological, human, abatable or non-abatable threats) to the habitat at this site?</p> <ul style="list-style-type: none"> Are these new threats or ongoing? How do or will these threats affect the function of the habitat? How will restoration or enhancement of the site affect these threats? What steps are you taking to reduce the threats? Outline the proposed project schedule, timelines, and who will perform the work. <p>Long-Term Viability</p> <p>Describe how the site will be managed over time to maintain the desired characteristics.</p> <ul style="list-style-type: none"> What is happening across the landscape or watershed that may affect the viability of the site? What are the long-term stewardship plans and the anticipated outcome? Describe any long-term site 	<p>Describe how the proposed project will address the problem(s) identified earlier.</p> <p>Details of Project Design</p> <ul style="list-style-type: none"> Describe your restoration or enhancement plans for the area. Specifically demonstrate how the project design addresses the need described in question number two above. In your description include the work that has gone into the project to date, including any planning or permitting work that has been completed. Describe any public outreach that has gone into early design work. Describe how the project design will improve the ecological function of the site and result in a site that is self-sustaining and will not require continual intervention to function as a natural ecosystem. If applicable, describe how the project would help to better manage public use to reduce impacts to targeted species or habitats. <p>Best Management Practices</p> <ul style="list-style-type: none"> State if the project design is consistent with the Washington State Aquatic Habitat Guidelines Program (Manual 10b page 22), or industry approved best management practices. If you are using a new or innovative process, describe why you believe the design will be successful. For example, state if the design is consistent with other

<p>monitoring plans and identify who will implement monitoring?</p> <ul style="list-style-type: none"> • What human and financial resources are available to maintain the site? How will noxious weeds and invasive species be controlled? • What regulatory protections currently are afforded to the site (i.e., critical areas ordinances, zoning, development regulation, shoreline management rules, forest practice rules, etc.)? <p>Enhancement of Existing Protected Land</p> <p>Described the other protected lands (public and private) near this site that have complimentary or compatible land uses or habitats.</p> <ul style="list-style-type: none"> • Are they managed and monitored in a manner that is consistent with the stewardship plans for the project area? 	<p>project sites or if there is new research that supports your efforts.</p>
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Criterion #4

	CURRENT	PROPOSED
Criteria	Species or Communities with Special Status	Criterion #4 will address Planning – see below for comparison to Current Criterion #5, Plan
Evaluation Elements	<ul style="list-style-type: none"> • Threat to species or communities • Importance of restoration or enhancement • Ecological roles • Rarity 	
Possible Points	5 — Point range 0-5	
Narrative	<p>What are the habitat communities or species of wildlife that will benefit most from the improvements proposed for this site?</p> <p>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.</p> <p><i>Threat to the Species or Communities</i></p> <p>Describe the threat to the species or community (e.g., imminent danger of extinction [range-wide]; in imminent danger of extirpation [population]; threatened within the foreseeable future, or concern because of current trends; population stable, but catastrophic event could threaten; no foreseeable threat).</p> <p><i>Importance of Restoration or Enhancement for the Species or Community Protection or Recovery</i></p> <p>Describe the relative importance of this habitat restoration or enhancement effort when compared to other protection or recovery tasks. 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.</p> <p><i>Ecological Roles</i></p> <p>What role does the target species play 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? What role does the restoration or enhancement play in the viability of the larger ecosystem?</p> <p><i>Rarity</i></p> <p>Describe the distribution or range and, if known, the abundance of the species or community</p>	

Criterion #5

	CURRENT	PROPOSED
Criteria	Plan Priority	Planning (Proposed as #4)
Evaluation Elements	<ul style="list-style-type: none"> Plans Prioritization efforts 	<ul style="list-style-type: none"> Consistency with Existing Plans Puget Sound Partnership guidelines
Possible Points	5 — Point Range: 0-5. Evaluators award a maximum of 5 points that are later multiplied by 1.	5 — Point Range: 0-5.
Narrative	<p>Plans</p> <p>How is this project supported by a current plan (i.e. watershed, stewardship, state or regional resource, species management, shoreline, salmon recovery, open space, land use, habitat conservation, agency) or a coordinated prioritization effort? Describe the plan or prioritization efforts.</p> <ul style="list-style-type: none"> What is the status of the plans? How does this proposal help meet the goals or strategies of the plan? <p>Prioritization Efforts</p> <ul style="list-style-type: none"> How important is this project in comparison to other potential projects? What process was used to identify this project as a priority? 	<p>Specifically describe how the project is consistent with planning efforts occurring in the area.</p> <p>Consistency with Existing Plans</p> <ul style="list-style-type: none"> How does this project help meet the goals of existing planning efforts. Avoid simply listing other plans that the project may be consistent with. Instead, demonstrate how the project furthers specific elements within those planning efforts. <p>Puget Sound Partnership Guidelines</p> <ul style="list-style-type: none"> For Water Resource Inventory Areas 1-19, state how the project is referenced in the Action Agenda developed by the Puget Sound Partnership. The Action Agenda can be found at www.psp.wa.gov. This question does not need to be answered for projects outside Water Resource Inventory Areas 1-19.

Criterion #6

	CURRENT	PROPOSED
Criteria	Public Benefit	Public Benefit (Proposed as Criterion #5, shown here for comparison purposes)
Evaluation Elements	<ul style="list-style-type: none"> • Measurable benefits • Educational and scientific value • Community support 	Public educational or scientific value
Possible Points	5 — <i>Point Range: 0-5</i>	5 — <i>Point Range: 0-5</i>
Narrative	<p>To what extent does this project result in measurable benefits for the species or community impacted as a result of this restoration or enhancement?</p> <p>This question's intent is to find out what <i>unique</i> benefits the project provides to maintaining an ecologically diverse ecosystem and how are those benefits measured to know if the project was successful. This question is not meant to discount projects for <i>not</i> having overwhelming community support or educational opportunities. It may be that the project has qualities that provide a unique opportunity for the community to benefit from its implementation. The answer will be scored on those unique qualities and how they are appropriate for, or are of benefit to, the project.</p> <p>Measurable Benefits The response should describe what ecosystem functions will be restored and how well will the proposed habitat actions address the restoration or enhancement needs identified.</p> <p>Educational and Scientific Value Describe the scientific and educational values of the site.</p> <ul style="list-style-type: none"> • 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? 	<p>Describe the degree to which communities, governments, landowners, constituent groups, or academia benefit from or support the project.</p> <p>Public Educational or Scientific Value</p> <ul style="list-style-type: none"> • Describe efforts that have been made to involve these groups in the project development. • Explain any known opposition to the project. • Describe the support or partnerships you have from the community, interest groups, volunteers, public agencies, etc. • Discuss how the project enhances other opportunities available to the public. If public access is not allowed on the site, describe why not. <i>Note: not all sites need to be available for public access in order to be of public benefit.</i> <p>Note: the following reference to being designated as a Puget Sound Partner is a placeholder pending action by the Puget Sound Partnership. As a placeholder, it will not be scored until further notice.</p> <p>Puget Sound Partners. State if the project is sponsored by an entity that is a Puget Sound partner, as defined in Revised Code of Washington 90.71.010. This criterion will apply only to projects within Water Resource Inventory Areas 1-19. This determination will be made by the project evaluation, not at some later date. When the Puget Sound Partnership determines a method for</p>

- How likely is it that these opportunities will come to fruition?
- How accessible is the site for these activities?

Community Support

Describe the support or partnerships you have from the community, interest groups, volunteers, public agencies, etc.

- To what degree do communities, governments, landowners, constituent groups, or academia benefit from or support the project?
- How have you involved these groups in project development? Explain any known opposition to the project.
- Describe and document any monetary means that have been secured to help continue stewardship of the habitat area (i.e., endowments, grants, donations, public or private management agreements, etc.)

Note: the following is a placeholder pending action by the Puget Sound Partnership. As a placeholder, it will not be scored until further notice.

Puget Sound Partners. Is the project sponsored by an entity that is a Puget Sound partner, as defined in Revised Code of Washington 90.71.010? This criterion will apply only to projects within Water Resource Inventory Areas 1-19. This determination will be made by the project evaluation, not at some later date. When the Puget Sound Partnership determines a method for designating Puget Sound partners, the Recreation and Conservation Funding Board will modify policies to prevent less preferential funding treatment to sponsors not eligible to be Puget Sound partners.

designating Puget Sound partners, the Recreation and Conservation Funding Board will modify policies to prevent less preferential funding treatment to sponsors not eligible to be Puget Sound partners.

Item 5E

Meeting Date: September 2011
Title: Proposed Change to Evaluation Scoring Procedures for Combination Grants
Prepared By: Darrell Jennings, Grants Manager and Marguerite Austin, Section Manager
Approved by:



Proposed Action: Briefing

Summary

Combination projects involve acquisition and either development or planning. In November 2011, the Recreation and Conservation Office (RCO) will be asking the Recreation and Conservation Funding Board (board) to change the way combination projects are scored, beginning with the 2012 grant cycle. The change would affect categories in three grant programs:

- Boating Facilities Program
- Firearms and Archery Range Recreation Program, and
- Washington Wildlife and Recreation Program – State Parks, Trails, and Water Access categories.¹

If approved, this change will allow evaluators to award points for all applicable criteria when they score a combination project. This will also make it easier for applicants and staff to know which criteria apply to projects that involve two project types.

This briefing memo summarizes the proposed change to evaluation scoring for combination projects and outlines staff's next steps.

Strategic Plan Link

Consideration of these changes supports the board's objectives to (1) develop strategic investment policies and plans so that projects selected for funding meet the state's recreation needs and (2) fund the best projects as determined by the evaluation process.

¹ The board already has adopted this proposed process for the Washington Wildlife and Recreation Program Local Parks category, the Aquatic Lands Enhancement Account, and the Land and Water Conservation Fund program.

Background

Project types are defined by the overall grant activity. Combination projects involve three primary types – acquisition, development, and planning.

- Acquisition projects acquire rights to real property;
- Development projects involve construction or renovation of facilities; and
- Planning projects² are for pre-construction activities such as design and engineering, development of bid specifications, cost estimating, and securing permits.

A combination project will include acquisition and either development or planning activities in the scope of work.

Current Scoring Methodology

The following applies to the scoring process in the Boating Facilities Program, Firearms and Archery Range Recreation Program, and Washington Wildlife and Recreation Program State Parks, Trails and Water Access categories.

Evaluation Criteria

The evaluation instruments include criteria that either (1) apply to all projects or (2) apply to only one project type (e.g., development but not acquisition). The points available for criteria that affect only one project type are balanced so that each type is eligible for the same total score.

As a result, if a combination project were evaluated on the criteria for each individual project type, it would be eligible for more overall points than projects with only one type. To avoid this, RCO staff directs applicants and evaluators to treat combination projects as if they include only one project type³.

To do this, RCO staff works with the applicant to determine where the majority of grant funding will be needed. The project is then categorized as predominately acquisition, development, or planning. In situations where a sponsor requests equal amounts of grant funding for acquisition and development/planning costs, staff works with the sponsor to adjust costs so that a majority of the funding request is in one project type. Applicants are then instructed to answer the corresponding criteria for that project type. For example, if a majority of grant funds will be used to acquire land, then the applicant responds to the criteria for acquisition projects.

The project is evaluated and scored as if it is only that project type.

² Of the programs/categories addressed in this memo, only the Boating Facilities Program provides planning grants

³ This is an institutionalized practice, but as far as staff can determine, not an adopted policy.

Calculating Total Points

For most evaluation criteria, evaluators use a scoring range of zero to five. These raw scores are then multiplied by board-approved factors ("multipliers") that add weight to each criterion.

- For example, in the Trails category, evaluators award up to five points each for project "project support" and for "need". Project support uses a multiplier of two, so it is worth a maximum of 10 points. However, the project need criterion uses a multiplier of three, so it is worth a maximum of 15 points.

Analysis

By forcing applicants to choose one project type for evaluation, the current system may not allow combination projects to compete as well, and may not give evaluators the complete picture for scoring.

Staff proposes to correct the situation by having applicants with combination projects respond to all applicable evaluation criteria. Staff then proposes to change the multiplier for "single project type" criteria when they are applied to combination projects. Staff recommends that the changes be proportionate to the current weight so that combination projects are scored equally with single project types. This proposal does not change any evaluation criteria; it simply affirms which criteria apply and how combination projects are scored using the existing instruments.

Attachments A through E show scoring tables for each program/category that is affected by this proposal. The tables show the criteria affected and the proposed multiplier modifications.

The board already has adopted this proposed process for the Washington Wildlife and Recreation Program Local Parks category, the Aquatic Lands Enhancement Account, and the Land and Water Conservation Fund program.

Next Steps

RCO staff is currently soliciting public comment and stakeholder review of the proposal. After reviewing the results, staff will make any necessary changes and bring the proposal and comments to the November 2011 board meeting for board review and approval. If approved, RCO staff will update the appropriate policy manuals, share the revisions with applicants and other interested parties, and use the revised scoring during the 2012 grants cycle.

Attachments

- A. Revised Scoring Table for the Boating Facilities Program
- B. Revised Scoring Table for the Firearms and Archery Range Recreation Program
- C. Revised Scoring Table for the Washington Wildlife and Recreation Program, State Parks Category

- D. Revised Scoring Table for the Washington Wildlife and Recreation Program, Trails Category
- E. Revised Scoring Table for the Washington Wildlife and Recreation Program, Waster Access Category

Boating Facilities Program

Proposed Evaluation Criteria Multiplier Changes, Questions 3a, 3b and 3c

				Acquisition Projects		Development Projects		Planning Projects		Combination Projects ⁴	
Scored by	#	Title	Evaluator Max Score	Multiplier	Maximum total points	Multiplier	Maximum total points	Multiplier	Maximum total points	Multiplier	Maximum total points
Committee	1	Need	5	3	15	3	15	3	15	3	15
Committee	2	Site suitability	5	3	15	3	15	3	15	3	15
Committee	3a	Urgency	5	2	10	n/a	0	n/a	0	1	5
Committee	3b	Project design	5	n/a	0	2	10	n/a	0	1	5
Committee	3c	Planning success	5	n/a	0	n/a	0	2	10	1	5
Committee	4	Cost benefit	5	2	10	2	10	2	10	2	10
Committee	5	Boating experience	3	2	6	2	6	2	6	2	6
Committee	6	Readiness	5	1	5	1	5	1	5	1	5
Committee	7	Matching shares	Local = 4 State = 1	1	Local = 4 State = 1	1	Local = 4 State = 1	1	Local = 4 State = 1	1	Local = 4 State = 1
RCO staff	8	Proximity to people	1	1	1	1	1	1	1	1	1
RCO staff	9	GMA	0	1	0	1	0	1	0	1	0
Total:				Local = 66 State = 63		Local = 66 State = 63		Local = 66 State = 63		Local = 66 State = 63	

⁴ Combination BFP projects include both acquisition of real property and either development or planning activities.

Firearms and Archery Range Recreation Program,

Proposed Evaluation Criteria Multiplier Changes, Questions 2 and 3

Scored by	Question	Title	Evaluator Max Score	Acquisition Projects		Development Projects		Combination Projects ⁵	
				Multiplier	Maximum total points	Multiplier	Maximum total points	Multiplier	Maximum total points
Committee	1	Need	5	3	15	3	15	3	15
Committee	2	Immediacy of threat	5	2	10	n/a	n/a	1	5
Committee	3	Project design	5	n/a	n/a	2	10	1	5
Committee	4	Impact on surrounding property	5	1	5	1	5	1	5
Committee	5	Expansion or renovation	5	1	5	1	5	1	5
Committee	6	Health and safety	5	3	15	3	15	3	15
Committee	7	Budget development	5	1	5	1	5	1	5
Committee	8	Mandated uses	5	2	10	2	10	2	10
Committee	9	Public access	5	3	15	3	15	3	15
Committee	10	Need satisfaction	5	2	10	2	10	2	10
RCO Staff	11	Applicant match	5	1	5	1	5	1	5
RCO Staff	12	GMA compliance	0	1	0	1	0	1	0
Total points possible - Existing sites:					95		95		95
New sites:					90		90		90

⁵ Combination FARR projects include both acquisition of real property and development of facilities.

Washington Wildlife and Recreation Program – State Parks Category

Proposed Evaluation Criteria Multiplier Changes, Questions 2 and 3

Scored by	Question	Title	Evaluator Max Score	Acquisition Projects		Development Projects		Combination Projects ⁶	
				Multiplier	Maximum total points	Multiplier	Maximum total points	Multiplier	Maximum total points
Committee	1	Need	5	1	5	1	5	1	5
Committee	2	Project significance	5	3	15	3	15	3	15
Committee	3	Project design	5	n/a	n/a	2	10	1	5
Committee	4	Immediacy of threat	5	2	10	n/a	n/a	1	5
Committee	5	Expansion/phased project	5	2	10	2	10	2	10
Committee	6	Multiple fund sources	5	1	5	1	5	1	5
Committee	7	Readiness to proceed	5	1	5	1	5	1	5
Committee	8	Application of sustainability	5	1	5	1	5	1	5
RCO Staff	9	Population proximity	3	1	3	1	3	1	3
Total points:					58		58		58

⁶ Combination WWRP projects include both acquisition of real property and development of facilities.

Washington Wildlife and Recreation Program – Trails Category

Proposed Evaluation Criteria Multiplier Changes, Questions 2 and 3

Scored by	Question	Title	Evaluator Max Score	Acquisition Projects		Development Projects		Combination Projects ⁷	
				Multiplier	Maximum total points	Multiplier	Maximum total points	Multiplier	Maximum total points
Committee	1	Need	5	3	15	3	15	3	15
Committee	2	Project design	5	n/a	n/a	3	15	1.5	7.5
Committee	3	Immediacy of threat	5	3	15	n/a	n/a	1.5	7.5
Committee	4	Trail and community linkages	5	3	15	3	15	3	15
Committee	5	Water access, views and scenic values	5	2	10	2	10	2	10
Committee	6	Wildlife habitat connectivity	5	1	5	1	5	1	5
Committee	7	Project support	5	2	10	2	10	2	10
Committee	8	Cost efficiencies	5	1	5	1	5	1	5
RCO Staff	9	GMA preference	0	1	0	1	0	1	0
RCO Staff	10	Population proximity	3	1	3	1	3	1	3
Total points:				78		78		78	

⁷ Combination WWRP projects include both acquisition of real property and development of facilities.

Washington Wildlife and Recreation Program – Water Access Category

Proposed Evaluation Criteria Multiplier Changes, Questions 2, 3 and 6

Scored by	Question	Title	Evaluator Max Score	Acquisition Projects		Development Projects		Combination Projects ⁸	
				Multiplier	Maximum total points	Multiplier	Maximum total points	Multiplier	Maximum total points
Committee	1	Need	5	3	15	3	15	3	15
Committee	2	Project design	5	n/a	n/a	2	10	1	5
Committee	3	Immediacy of threat	5	3	15	n/a	n/a	1.5	7.5
Committee	4	Site suitability	5	2	10	2	10	2	10
Committee	5	Expansion	5	1	5	1	5	1	5
Committee	6	Diversity of recreational uses	5	n/a	n/a	1	5	.5	2.5
Committee	7	Project support	5	2	5	2	5	2	5
Committee	8	Cost efficiencies	5	1	5	1	5	1	5
RCO Staff	9	GMA preference	0	1	0	1	0	1	0
RCO Staff	10	Population proximity	3	1	3	1	3	1	3
Total points:					63		63		63

⁸ Combination WWRP projects include both acquisition of real property and development of facilities.

Items 6 and 7A

Meeting Date: September 2011
Title: Overview of the Washington Department of Fish and Wildlife Conservation Strategy(ies) and the Relationship to Board Grant Programs
Prepared By: Dave Brittell, Washington Department of Fish and Wildlife

Proposed Action: Briefing**Summary**

The Washington Department of Fish and Wildlife (WDFW), has been an active participant in a wide range of grant programs provided by the Recreation and Conservation Funding Board (board).

Since 1975, more than \$54 million has been invested in Okanogan County for recreation and conservation projects sponsored by WDFW. The grant programs include the Land and Water Conservation Fund (LWCF), the Nonhighway and Off-road Vehicle Activities Program (NOVA), the Boating Facilities Program (BFP), and the Washington Wildlife and Recreation Program (WWRP) accounts. These dollars have leveraged additional federal, local, and private funds and reflect the efforts of many recreation and conservation partners.

At the September meeting, WDFW will present an overview of their current landscape conservation strategies and the relationship of these to board grant programs and policies. In addition, several project sites will be visited during the board tour on the second day.

Background

WDFW has a long history in Okanogan County, starting with the department's (then Department of Game) first land acquisition, the Sinlahekin Wildlife Area. Whether a critical habitat acquisition or a recreational boating access site, these efforts align with WDFW's legislative mandate and subsequent mission to "serve Washington's citizens by protecting, restoring and enhancing fish and wildlife and their habitats, while providing sustainable and wildlife-related recreational and commercial opportunities."

Most recently, priority landscapes (located in the Methow and Okanogan-Similkameen areas) have been identified based on fish and wildlife needs, willing landowner interests, habitat connectivity, landowner-WDFW partnerships, ability to consolidate lands for open space, and the opportunity to continue active, working lands. Parallel with these efforts, WDFW pursues the retention of water rights with conservation easements and supports the development of the Pacific Northwest National Scenic Trail along the Similkameen River between Oroville and

Nighthawk. Private landowners, who often have lived on the local landscape for generations, decide whether or not they wish to sell an interest in their individual property. Conservation organizations, such as the Methow Conservancy, the Okanogan Land Trust, the Mule Deer Foundation, Conservation Northwest, and the Trust for Public Lands, have been actively engaged.

Board Funding for WDFW Projects

Recreation and Conservation Funding Board grants provide the cornerstone for WDFW's efforts, whether it is for the initial purchase of property by fee title or conservation easement (WWRP critical habitat) or the development or restoration of the site (BFP or WWRP state lands restoration, respectively). These state dollars often leverage additional funds for conservation; for example, from 2000 to 2008, Washington received \$93.8 million statewide from the U.S. Fish and Wildlife Service from their habitat conservation plan and recovery land acquisition grant programs.

Attachment A shows the grant funding used by WDFW in Okanogan County for both recreation and conservation projects. The recreation projects also are included in the discussion and attachment for Item 7B.

Attachments

- A. Washington Department of Fish and Wildlife Project Funding in Okanogan County

Project Funding By County

Items 6 and 7A, Attachment A

Project Number		Primary Sponsor	Project Name	Program	Selected Pgm Amt	Other Pgm Amt	Sponsor Amt	Project Total
County: Okanogan								
75-641	D	Fish & Wildlife Dept of	Wannacut Lake	BFP - STATE	13,089			13,089
77-621	D	Fish & Wildlife Dept of	Sinlahekin WRA-Forde Lake	BFP - STATE	5,035	3,356		8,391
85-606	D	Fish & Wildlife Dept of	Aeneas Valley	BFP - STATE	53,078	52,912		105,990
87-603	D	Fish & Wildlife Dept of	Methow River-Averill Redevelopment	BFP - STATE	58,000		2,788	60,788
02-1246	D	Fish & Wildlife Dept of	Palmer Lake Boat Ramp	BFP - STATE	139,325			139,325
06-1776	P	Fish & Wildlife Dept of	Sidley Lake Boat Launch	BFP - STATE	61,250			61,250
73-604	A	Fish & Wildlife Dept of	Methow River - Bendtsen	BONDS	5,000			5,000
74-611	D	Fish & Wildlife Dept of	Public Fishing Whitestone Lake	BONDS	29,643			29,643
74-620	A	Fish & Wildlife Dept of	Public Fishing Methow River-(Markham)	BONDS	7,380			7,380
75-606	A	Fish & Wildlife Dept of	Driscoll Island	BONDS	127,400			127,400
75-626	A	Fish & Wildlife Dept of	Big Buck Ranch	BONDS	491,216			491,216
77-620	A	Fish & Wildlife Dept of	Chiliwist WRA	BONDS	376,071	202,499		578,570
77-622	D	Fish & Wildlife Dept of	Sinlahekin WRA - Blue Lake	BONDS	20,664			20,664
77-623	D	Fish & Wildlife Dept of	Sinlahekin WRA - Fish Lake	BONDS	12,178	4,059		16,237
75-646	D	Fish & Wildlife Dept of	Methow WRA - #1	LWCF	47,048	47,048		94,095
80-601	A	Fish & Wildlife Dept of	Chiliwist WRA - Delfeld	LWCF	157,000	157,000		314,000
85-609	D	Fish & Wildlife Dept of	Big/Little Green Lake	LWCF	46,129	46,129		92,258
05-1298	D	Fish & Wildlife Dept of	Forde Lake to Blue Lake Trail	NOVA - NHR	100,000		30,005	130,005
08-1492	D	Fish & Wildlife Dept of	Scotch Creek Coulee Creek Trail System	NOVA - NHR	86,756		20,000	106,756
04-1882	D	Fish & Wildlife Dept of	Conners Lake to Forde Lake Trail	NOVA - NM	100,000		30,000	130,000
91-826	A	Fish & Wildlife Dept of	Lost Lake	WWRP - CH	19,764			19,764
91-829	A	Fish & Wildlife Dept of	Methow Wildlife Corridor Phase 1	WWRP - CH	1,864,494			1,864,494
92-638	A	Fish & Wildlife Dept of	Methow Wildlife Corridor Phase 3	WWRP - CH	10,050,000			10,050,000
93-821	A	Fish & Wildlife Dept of	Methow Wildlife Corridor Phase 2	WWRP - CH	5,823,342			5,823,342
96-1046	A	Fish & Wildlife Dept of	Methow Wildlife Corridor Phase 4	WWRP - CH	2,480,000			2,480,000
98-1033	A	Fish & Wildlife Dept of	Methow Watershed Phase 1	WWRP - CH	5,810,416			5,810,416
00-1429	A	Fish & Wildlife Dept of	Methow Watershed Phase 2	WWRP - CH	6,705,037			6,705,037
04-1286	A	Fish & Wildlife Dept of	Methow Watershed Phase 4	WWRP - CH	2,812,870			2,812,870
06-1809	A	Fish & Wildlife Dept of	Okanogan-Similkameen Corridor	WWRP - CH	2,593,473			2,593,473
06-1813	A	Fish & Wildlife Dept of	Sharptailed Grouse Phase 6	WWRP - CH	520,257			520,257
08-1502	A	Fish & Wildlife Dept of	Okanogan Similkameen Phase 2	WWRP - CH	3,264,897			3,264,897
08-1505	A	Fish & Wildlife Dept of	Methow Watershed Phase 6	WWRP - CH	3,500,000			3,500,000
06-1810	A	Fish & Wildlife Dept of	Methow Watershed - Phase 5	WWRP - RP	4,692,465			4,692,465
06-1646	R	Fish & Wildlife Dept of	Methow Shrub-steppe Restoration	WWRP - SLR	304,521		10,402	314,923
08-1524	R	Fish & Wildlife Dept of	Sinlahekin Ecosystem Restoration - Phase 1	WWRP - SLR	778,632		75,000	853,632

CRITERIA: County - Okanogan; Managing Agency - All; Board - Section - RCFB; Fiscal Year - All; Fed Fiscal Year - All; Programs - All; Sponsor - Department of Fish and Wildlife (WDFW); Child org projects? Yes; Project Type - All; Project Manager - All; Project Status - Active,Closed Completed,Board Funded;


Project Funding By County

Items 6 and 7A, Attachment A

Project Number		Primary Sponsor	Project Name	Program	Selected Pgm Amt	Other Pgm Amt	Sponsor Amt	Project Total
County: Okanogan								
08-1610	R	Fish & Wildlife Dept of	Pogue Mountain pre-commerical thin	WWRP - SLR	174,462			174,462
10-1629	R	Fish & Wildlife Dept of	Sinlahekin Ecosystem Restoration, Ph 2	WWRP - SLR	244,800			244,800
Okanogan Total:				37 Projects	53,575,691	513,003	168,195	54,256,890
County:Multiple County								
68-604	A	Fish & Wildlife Dept of	Statewide Water Access Stage #2 (31 site	BONDS	272,129	161,530		433,659
Multiple County Total:				1 Projects	272,129	161,530		433,659
Grand Total:				Total projects selected: 38	53,847,820	674,533	168,195	54,690,549

CRITERIA: County - Okanogan; Managing Agency - All; Board - Section - RCFB; Fiscal Year - All; Fed Fiscal Year - All; Programs - All; Sponsor - Department of Fish and Wildlife (WDFW); Child org projects? Yes; Project Type - All; Project Manager - All; Project Status - Active,Closed Completed,Board Funded;

Item 7B

Meeting Date: September 2011
Title: Recreation and Conservation Funding Board Projects in Okanogan County:
Recreation projects sponsored by state and local organizations
Prepared By: Myra Barker, Grant Manager
Approved by the Director: 

Proposed Action: Briefing**Summary**

Since 1964, the Recreation and Conservation Funding Board (board) has funded over 150 projects that provide or improve recreational opportunities for Okanogan County's residents and visitors. These projects include baseball fields, swimming pools, trails, boat launches, and more.

At the September 2011 meeting, Recreation and Conservation Office (RCO) staff will highlight a few key projects as noted in this memo. The tour also will include some of these projects (Item 2D).

Background**Key Projects to be Presented by Staff****Okanogan County, Similkameen Trail**[RCO #04-1441C](#)

The county received a grant in 2005, to begin the first phase of acquiring and developing the Similkameen Trail located near Oroville. Much of the trail is on an abandoned railroad corridor. The trail offers spectacular views of the Similkameen River and the Cascades and it has been named as part of the Pacific Northwest National Scenic Trail. Development included construction of 1.5 miles of trail and re-decking the bridge across the Similkameen River. The trail is popular with area residents and visitors.

Department of Fish and Wildlife, Palmer Lake Boat Ramp[RCO #02-1246D](#)

WDFW received a grant to renovate a boat launch at Palmer Lake. The project was in partnership with the Bureau of Land Management, who owns the site. The grant was used to replace the failing ramp with a concrete launch so that the public may continue to have access to a popular fishing site.

State Parks, Pearrygin Lake

[RCO #04-1198A, 06-1658A, 06-1659A, and 08-1884A](#)

State Parks used four acquisition grants to expand Pearrygin Lake State Park, protecting views, adding waterfront, and allowing for future development of a trail system. Together, the grants totaled \$6.4 million from the Washington Wildlife Recreation Program State Parks category. State Parks estimates that about 445,000 people used the park in 2010.

City of Okanogan

[RCO #73-035D and #98-1111D](#)

The city of Okanogan received its first board-funded grant in 1973 for the Okanogan swimming pool. The \$217,000 grant replaced a 35 year-old facility with an "L" shaped swimming pool that included a swimming area, diving tank and small spray pool. Today, it remains a very popular swimming pool that is valued by the community.

In 1999, the city received a \$104,000 grant to help acquire and develop the Okanogan Valley Sports Complex. The city acquired the property and local volunteers provided a tremendous amount of time and private donations to develop the complex that includes ballfields, parking, restrooms, and utilities.

City of Omak

[RCO #98-1180D and #99-1002D](#)

The city of Omak used a board-funded grant to develop much-needed regulation sized soccer fields at its Eastside Park. In 1999, the city received a \$50,000 to help redevelop the local skate park at the same park.

City of Tonasket

[RCO #90-051D and #04-1137D](#)

In 1989, Tonasket received a board-funded grant to help upgrade the existing pool and bathhouse at its History Park. The city is currently considering future plans for the pool given the need for extensive renovation.

In 2005, the city received a grant to develop a BMX/skate park at its Chief Tonasket Park. The project came as a result of tremendous support from the B3 Skate Group through its intensive fundraising and involvement in the design and implementation of the project. The BMX/skate park is popular with a variety of skaters and bikers in the area.

City of Oroville

RCO #04-1174D

The City of Oroville received a grant to develop the second phase of its Eastlake Park ballfield facility. Development included adding a third field with backstops, pitching mounds, fencing, a trail, and a graveled parking area. The field is used primarily for Little League baseball play.

Other Projects

Attachment A lists 108 projects that provide or improve recreational opportunities in Okanogan County, including those listed above. These include funding for local parks, boat launches, firearms ranges, trail creation and maintenance, and park maintenance.

- Twenty different entities – including towns, tribes, state and federal agencies, and nonprofit groups – have received funds.
- The projects represent an investment of over \$16 million in grant funds from eight state and federal programs for recreation.

Education Projects

In addition to the projects listed in Attachment A, the board has provided funding to 15 education programs for trail users. These programs includes signs, rangers, and snowmobile education/safety teams. The investment in education is nearly \$500,000.

Projects in Multiple Counties

The board also has funded 33 projects that cross multiple counties, including Okanogan. Although this was a common practice early in the board's history, it is rarely used today. Most of the projects funded between 1964 and 1990 involved the acquisition and development of water access and recreation sites by state agencies. Since 1992, the multiple county grants that include Okanogan County have primarily been the education grants noted above or trail maintenance. The sole exception is a recently-funded grant for State Parks to purchase inholdings near existing parks, including Pearrygin Lake.

Attachments

- A. Recreation Projects Funded by the Recreation and Conservation Funding Board

Recreation Projects Funded by the Recreation and Conservation Funding Board

Sponsor	Project	Project Name	Type	Intent	Grant
City of Brewster	74-043	Brewster Park Development	Development	Developed an outdoor swimming pool, spray pool and bathhouse in Brewster Park.	\$259,648
City of Brewster	00-1630	Brewster Pool Renovations	Development	Pool maintenance including heater, bathhouse roof, and pool cover.	\$14,051
City of Brewster	02-1035	Brewster Soccer Fields	Development	Built two soccer fields and restrooms.	\$55,185
Butte Busters Snomobile Club	97-1235	Kerr Kamp shelter	Development	Built a shelter with benches, a fire pit and hitching post for use by horsemen, bicyclists, picnickers, snowmobilers and skiers.	\$4,723
Colville Confederated Tribes	83-056	Omak HUD Recreation Park/Playground	Development	Developed land for active and passive recreation.	\$45,000
Dept of Fish & Wildlife	85-606	Aeneas Valley	Development	Develop and improve three boating/fishing access areas on Round, Long, and Ell Lakes in the Aeneas Valley.	\$105,990
Dept of Fish & Wildlife	75-626	Big Buck Ranch	Acquisition	Purchase land for winter deer habitat and general recreation purposes such as fishing, hunting, and camping.	\$491,216
Dept of Fish & Wildlife	85-609	Big/Little Green Lake	Development	Provide parking areas, sanitary facilities, and fencing for Big and Little Green Lakes.	\$92,258
Dept of Fish & Wildlife	77-620	Chiliwist WRA	Acquisition	Purchase cattle ranch/wheat farm as the initial phase in establishing the Chiliwist Wildlife Recreation Area.	\$578,570
Dept of Fish & Wildlife	80-601	Chiliwist WRA - Delfeld	Acquisition	Purchased range and agriculture lands for big game winter range and public recreation use.	\$314,000
Dept of Fish & Wildlife	04-1882	Conners Lake to Forde Lake Trail	Development	Develop one mile of trail, an ADA accessible toilet and parking area, an ADA accessible fishing dock and a wildlife blind.	\$100,000
Dept of Fish & Wildlife	05-1298	Forde Lake to Blue Lake Trail	Development	Construct 6 miles of trail with 5 wildlife blinds and 3 interpretive signs and 900 feet of ADA accessible trail.	\$100,000
Dept of Fish & Wildlife	75-606	Driscoll Island	Acquisition	Purchase land for public hunting for upland game, waterfowl and deer.	\$127,400
Dept of Fish & Wildlife	73-604	Methow River - Bendtsen	Acquisition	Purchased property with about 735 feet of frontage along the Methow River.	\$5,000
Dept of Fish & Wildlife	87-603	Methow River-Averill Redevelopment	Development	Redevelop the existing fishing access along the Methow River.	\$58,000
Dept of Fish & Wildlife	75-646	Methow WRA - #1	Development	Develop two primitive over-night camping areas, a day use parking area and fish planting road.	\$94,095
Dept of Fish & Wildlife	02-1246	Palmer Lake Boat Ramp	Development	Construct a boat ramp at Split Rock Access point on Palmer Lake to support bass fishing.	\$139,325

Sponsor	Project	Project Name	Type	Intent	Grant
Dept of Fish & Wildlife	74-620	Public Fishing Methow River-(Markham)	Acquisition	Purchase land and a perpetual streambank easement on the Methow River for general public streamside recreation.	\$7,380
Dept of Fish & Wildlife	74-611	Public Fishing Whitestone Lake	Development	Reconstruct and improve an existing boat launching and public fishing area on Whitestone Lake.	\$29,643
Dept of Fish & Wildlife	08-1492	Scotch Creek Coulee Creek Trail System	Development	Add a new parking area and trail head information board at the beginning of the 7.5-mile Coulee Creek trail.	\$86,756
Dept of Fish & Wildlife	06-1776	Sidley Lake Boat Launch	Planning	Design and permit future improvements at Sidley Lake, including a concrete-plank boat ramp, a bathroom and parking.	\$61,250
Dept of Fish & Wildlife	77-622	Sinlahekin WRA - Blue Lake	Development	Redevelop primitive, dispersed day and overnight use facilities in three locations on Blue Lake.	\$20,664
Dept of Fish & Wildlife	77-623	Sinlahekin WRA - Fish Lake	Development	Redevelop primitive, dispersed, day and overnight use facilities in four locations near Fish Lake.	\$16,237
Dept of Fish & Wildlife	77-621	Sinlahekin WRA-Forde Lake	Development	Redevelop a 3-acre primitive camping and boat launch on Forde Lake.	\$8,391
Dept of Fish & Wildlife	75-641	Wannacut Lake	Development	Redevelop existing 1.3 acre boat launch facility on Wannacut Lake.	\$13,089
Loup Loup Ski Education	09-1291	Loup Loup Trail Maintenance 2010	Maintenance	Purchase equipment to maintain and groom ski trails and shared snowmobile access trails.	\$22,000
Loup Loup Ski Education	04-1105	South Summit Trail Maintenance	Maintenance	Upgrade and improve trail maintenance and grooming at the Loup Loup South Summit.	\$50,000
Methow Valley Snowmobile Assn	99-1126	Black Pine Basin Shelter	Development	Build a shelter with benches and stove for snowmobilers, skiers, bikers, hikers, equestrians, and search & rescue operations.	\$7,021
Methow Valley Snowmobile Assn	07-1082	Groom Priority 2 and 3 Trails	Maintenance	Groom 240 miles of trail for snowmobilers, cross-country skiers, dog sledders and snowshoers for two years.	\$22,994
Mountain Trails Grooming Assn	09-1058	Groom Priority 2 and 3 Snowmobile Trails	Maintenance	Groom 240 miles of trails used by snowmobilers, cross-country skiers, dog sledders and snowshoers.	\$24,980
Methow Valley Snowmobile Assn	02-1099	Methow Valley Groomer Shelter	Development	Construct a storage shelter for groomer, truck, and groomer equipment.	\$29,563
Methow Valley Sport Trail Assn	09-1055	Methow Community Trail Suspension Bridge	Development	Reinforce the tower on the suspension bridge on the Methow Community Trail.	\$27,755
Methow Valley Sport Trail Assn	97-1237	MVCT Trail Improvement	Maintenance	Upgrade a section of the Methow Valley Community Trail and improve trail head facilities for winter and summer use.	\$34,868
Mountain Trails Grooming Assn	07-1104	Multi-Blade Snow Planer	Maintenance	Purchase a multi-blade trail groomer to improve a multi-use trail for snowmobilers and cross-country skiers.	\$21,520
Dept of Natural Resources	73-706	Cold Springs	Development	Develop a primitive camp and picnic area in the northern portion of the Loomis-Loup Loup Multiple Use Area.	\$39,454

Sponsor	Project	Project Name	Type	Intent	Grant
Dept of Natural Resources	72-701	Cold Springs/Rock Creek	Acquisition	Fund 50 year leases on two back country recreation sites: Cold Springs and Rock Creek.	\$12,849
Dept of Natural Resources	77-708	Leader Lake Expansion	Development	Develop additional camp, picnic, parking and boat launch facilities at Leader Lake recreation site.	\$44,118
Dept of Natural Resources	73-709	Toats Junction Camp	Development	Begin developing camp and picnic area in the Loomis Loup-Loup Multiple Use Area.	\$15,376
Dept of Natural Resources	75-738	Toats Junction #2	Development	Continue development of Toats Junction Camp and Picnic Area.	\$20,000
North Cascades Sportsmen Club	09-1434	Roadway Improvement, Phase 2	Development	Make roads usable year-round and provide adequate, usable parking for all range areas	\$46,805
Okanogan City of	98-1111	Okanogan Valley Sports Complex	Combination	Purchase land and develop four ballfields and six soccer fields.	\$103,893
Okanogan Co Planning & Dev	04-1441	Similkameen Connector Trail Phase I	Combination	Purchase land, develop a seven mile section of trail, and construct a trailhead at Nighthawk.	\$688,666
Okanogan County	97-1181	Methow Valley Community Trail, Phase 3	Combination	Acquire trail and parking area, surface about 7.1 miles of existing nonmotorized trail, add parking, construct bridge, and upgrade aerial tram.	\$196,000
Okanogan County Parks & Rec	92-301	Conconully Lake Boat Launch	Development	Bring all sanitary and launch facilities up to state standard for public use, including potable water system, modern restroom facilities and boat loading floats.	\$71,256
Okanogan County Parks & Rec	91-147	Methow Valley Trail System	Combination	Acquisition of easements and land between Winthrop and the old Cascade Crest Trail, with approximately 15 miles of the trail paralleling the Methow River.	\$239,000
Okanogan County Sheriff Dept	11-1167	Okanogan County Sheriff's Office Range Shoot House	Development	Build a non-ballistic shoot house for force-on-force training, defensive tactics, and scenario-based training, as well as public classes, hunter safety education, and gun practice during bad weather using non-ballistic firearms.	\$60,000
Okanogan Parks Dept	73-035	Okanogan Swimming Pool	Development	Construct an "L" shaped swimming pool with a swimming area, diving tank and small spray pool.	\$216,545
City of Omak	98-1180	Eastside Park Soccer Fields	Development	Create two lighted regulation soccer fields in Omak's East Side Park.	\$90,154
City of Omak	99-1002	Omak Skate Park	Development	Reconstruct the wood and metal ramps in the Omak Skate Park.	\$24,097
Omak Public Works Dept	67-051	East Omak Park #1	Development	Install a well, water lines, and sewer lines to provide basic utilities for the development of a new park in East Omak.	\$15,550
Omak Public Works Dept	69-162	East Omak Park #2	Development	Build basketball courts, park shelters, and ballfield dugouts; improve picnic area; establish archery range.	\$29,909
Omak Public Works Dept	71-005	East Omak Park #3	Development	Further development of a partially developed 76 acre regional park site.	\$65,758

Sponsor	Project	Project Name	Type	Intent	Grant
City of Oroville	90-134	Deep Bay Park #1	Development	Construct a restroom facility to serve the boat launch and general park area and provide a 20 space parking area for the boat launch.	\$29,358
City of Oroville	91-174	Deep Bay Park Ph. 2	Development	Construct parking, irrigation system, picnic area, underground power and the relocation of park roadways.	\$28,527
City of Oroville	03-1252	Oroville Community Health & Fitness Track	Development	Improve the existing track and field facility to an 8-lane 400M Olympic track to be used by the city, local youth, and community groups.	\$56,624
City of Oroville	04-1174	Oroville's Eastlake Ballfields	Development	Complete additional backstop, portable pitchers mounds, fencing, parking, player benches, bleachers, water service, and a trail around the outer edge of the park.	\$29,691
Pateros Parks & Rec Dept	69-036	Lake Pateros Park	Development	Develop land and water, including 2300 ft. shoreline, on (Proposed Lake Pateros) the Wells Dams Reservoir that was filled in 1967.	\$2,120
Pateros Parks & Rec Dept	72-055	Recreation Park	Development	Development of a 3/4 acre park site to provide tennis courts, senior citizens area, children's play area and hardcourt.	\$13,003
State Parks	85-506	Energy Conservation/Landscaping	Development	This project provides landscape repairs and energy conservation to existing facilities.	\$321,416
State Parks	01-1138	Okanogan Snow Grooming Machine	Maintenance	Replace obsolete snow cat grooming machine and grooming implement.	\$50,000
State Parks	92-545	Osoyoos Lake, Entrance Lot	Acquisition	Purchase land near the entrance to Osoyoos Lake State Park.	\$103,747
State Parks	06-1659	Pearrygin Lake - Court Acquisition	Acquisition	Purchase land to expand the state's waterfront holdings and opportunities for trails.	\$1,493,482
State Parks	08-1884	Pearrygin Lake - Hill Acquisition	Acquisition	Purchase land to provide a buffer for the park.	\$2,000,000
State Parks	06-1658	Pearrygin Lake Shoreline - Yockey Ph 3	Acquisition	Purchase land to preserve the scenic views from the park and to develop a trail system around the lake.	\$1,593,616
State Parks	04-1198	Pearrygin Lake Shoreline Acquisition	Acquisition	Purchase land to preserve the scenic landscape from the existing and future park developments and develop a trail system around Pearrygin Lake.	\$1,299,656
Town of Tonasket	90-051	Pool/Park Renovation	Development	Upgrade the existing pool and bathhouse, expand the dressing area, expand pool area, renovate pool tank, repair pool heating system and reconstruct fence.	\$85,300
Town of Tonasket	99-1558	Tonasket Activities Improvement Project	Development	Provide one all-weather surfaced track facility and two competition soccer fields.	\$126,550
Town of Tonasket	04-1137	Tonasket B3 Skate and Bike Park	Development	Build a skate park, an adjacent dirt BMX track, fencing, a starting gate, an area for support vehicles, and bleachers for spectators.	\$112,027
Town of Tonasket	04-1911	Tonasket B3 Skate and Bike Park Phase 2	Development	Build a BMX dirt track, a drinking fountain, picnic tables, and bleachers for spectators.	\$16,973

Sponsor	Project	Project Name	Type	Intent	Grant
Town of Twisp	10-1378	Twisp Community Trail	Acquisition	Purchase land for a trail that will connect to the town's park.	\$75,107
Town of Twisp	02-1329	Twisp Park Playground & Basketball Court	Development	Renovate the existing playground and basketball court.	\$31,860
Town of Twisp	98-1203	Wagner Memorial Pool Renovation	Development	Renovate Wagner Memorial Pool, bringing it up to date with safety and accessibility standards.	\$248,720
US Forest Service	88-043	Loup Loup Summit Rec. Area Plan	Planning	Support development of a comprehensive use plan for the Loup Loup Summit Recreation Area.	\$36,046
US Forest Service	04-1758	Tonasket/Methow ORV Planning	Planning	Planning for a joint system of existing and potential ORV routes across Methow Valley and Tonasket Ranger Districts.	\$17,349
US Forest Service	79-9038	Twisp District Trail Redevelopment	Development	Relocate and redevelop portions of several trails to improve accessibility and decrease impact.	\$126,170
US Forest Service	04-1111	Crystal Lake Trail	Development	Cut downed timber from the Crystal Lake trail, remove hazard trees, repair the tread, install new drainage structures, and repair the turnpike.	\$14,678
US Forest Service	04-1112	Diamond Jack Trail	Development	Repair the tread, install drainage, remove hazard trees, and cut the logs from the Diamond Jack Trail.	\$20,208
US Forest Service	05-1067	Gold Creek Motorized Trails	Maintenance	Maintain 20.7 miles of Gold Creek Motorized Trails for two years.	\$15,973
US Forest Service	06-1960	Harts Pass Trailhead Parking	Planning	Fund the design and analysis for improving parking in the Harts Pass area and expanding the existing trailhead.	\$26,091
US Forest Service	05-1073	Heavy Trail Maintenance	Maintenance	Provide heavy maintenance on 65.8 miles of trail in the Methow Valley Ranger District, including removal of imbedded rocks; repair of drainage structures, including ditches and culverts; and removal of small trees.	\$62,604
US Forest Service	11-1140	Hidden Lakes Trail Bridges	Development	Replace two trail bridges over Drake and Diamond Creeks on the Hidden Lakes Trail.	\$85,000
US Forest Service	03-1068	Lake Chelan Sawtooth Trails O&M	Maintenance	Provide maintenance (log-out, heavy tread, and drainage work with some brushing) to 100 miles of trail for two years.	\$35,415
US Forest Service	08-1611	Larch Creek Trail Reconstruction	Development	Rebuild more than 15 miles of the Larch Creek Trail in the Okanogan and Wenatchee National Forest.	\$64,060
US Forest Service	99-1083	Martin Creek Bridge	Development	Replace current poorly located stream ford with a bridge on existing Martin Creek trail #429.	\$18,799
US Forest Service	01-1069	Methow Trail O&M	Maintenance	Conduct backlog and high use trail maintenance in the Pasayten and Lake Chelan/Sawtooth Wilderness Areas, Loup Summit and the North Cascade Scenic Highway Corridor on the Methow Valley Ranger District.	\$50,000
US Forest Service	05-1105	MVRD Campground Maintenance	Maintenance	Maintain the 24 campgrounds in the Methow Valley Ranger District.	\$100,000

Sponsor	Project	Project Name	Type	Intent	Grant
US Forest Service	07-1426	Methow Valley Campground Maintenance	Maintenance	Maintain 24 campgrounds in the Methow Valley Ranger District.	\$100,000
US Forest Service	11-1105	Methow Valley Campground Maintenance 2011	Maintenance	Maintain 24 campgrounds in the Methow Valley Ranger District.	\$100,000
US Forest Service	11-1042	Methow Valley Fire Trail Maintenance	Maintenance	Maintain drainage structures, remove loose rock and fallen trees, and trim back overgrown brush on trails affected by wildfires from 2001 to 2006.	\$60,000
US Forest Service	03-1075	Pasayten Trails O&M	Maintenance	Maintain about 300 miles of trail each year for two years in the Pasayten Wilderness and surrounding area.	\$49,986
US Forest Service	05-1069	Pasayten & North Cascades Trails M&O	Maintenance	Maintain about 300 miles of trails each year for two years in the Pasayten Wilderness Area, North Cascades Scenic Highway Corridor, and surrounding areas.	\$22,197
US Forest Service	07-1281	Methow Valley Ranger District Trail Mtc	Maintenance	Maintain about 420 miles of trail in the Pasayten and Lake Chelan-Sawtooth Wilderness areas, in the Sawtooth Range on the east slope of the north Cascade Mountains and in the North Cascades Scenic Highway corridor.	\$75,000
US Forest Service	07-1282	Sawtooth Backcountry Motorized Trail Mtc	Maintenance	Maintain about 420 miles of trail in the Pasayten and Lake Chelan-Sawtooth Wilderness areas, in the Sawtooth Range on the east slope of the north Cascade Mountains and in the North Cascades Scenic Highway corridor.	\$15,901
US Forest Service	07-1429	MVRD Trailhead Maintenance	Maintenance	Maintain 34 trailheads across the district.	\$68,780
US Forest Service	09-1096	Methow Valley Trail Maintenance 2010-11	Maintenance	Remove blowdown (trees) on approximately 325 miles of trail and do brushing, tread and drainage maintenance as funding allows.	\$75,000
US Forest Service	06-1854	Pasayten Campsite and Trail Restoration	Maintenance	Rehabilitate campsites at Spanish Camp, Rimmel Lake and Corral Lake.	\$24,226
US Forest Service	11-1146	Pasayten Drive Restoration and Bridge	Development	Restore 1.3 miles of trail and a bridge on the Pasayten Drive Trail.	\$75,000
US Forest Service	09-1106	Robinson Creek Trail Bridge	Development	Replace the Robinson Creek Trail Bridge, which is on Robinson Creek Trail #478.	\$54,000
US Forest Service	07-1386	Sawtooth Backcountry Facilities Plan	Planning	Develop a plan for trail facilities and complete environmental review for the Sawtooth backcountry motorized trail system.	\$11,375
US Forest Service	09-1097	Sawtooth Motorized and NM Trails O and M 2010-11	Maintenance	Remove fallen trees, trim overgrown bushes, repair drainage structures, restore trail surfaces, and remove large rocks.	\$16,000
US Forest Service	01-1087	Sawtooth ORV O&M	Maintenance	Maintain 47 miles of multiple use (motorcycle, mountain bike, horse and hiker) trails on the Lake Chelan and Methow Valley Ranger Districts in the Sawtooth backcountry.	\$36,260

Sponsor	Project	Project Name	Type	Intent	Grant
US Forest Service	11-1065	W Fk Pasayten Footlog and Streamford	Development	Replace a damaged log stock bridge with a new footlog bridge, and re-establish the stock ford and approach trails. The bridge is in the Pasayten Wilderness Area on the Robinson Creek Trail.	\$30,000
US Forest Service	99-1101	Big Tree Botanical Trail	Development	Upgrade 1.5 miles of trail to meet the standards of the Americans with Disabilities Act (ADA).	\$19,199
US Forest Service	09-1090	Bonaparte Lookout Trail	Development	Restore the Bonaparte Lookout Trail, to a single track for motorcycles and make it friendly for horseback riders, hikers, skiers, and snowmobilers.	\$12,156
US Forest Service	08-1440	Honeymoon Pass Trail 08	Development	Relocate 3 miles of Honeymoon Pass Trail to the base of the ridge.	\$25,961
Town of Winthrop	91-258	Mack Lloyd Park (Winthrop)	Development	Complete Ph 1 development of Mack Lloyd Park into a major trailhead for the Methow Community Trail System.	\$40,000
Town of Winthrop	06-1804	Susie Stephens Trail	Combination	Buy easements and design and construct a 1.3-mile, non-motorized trail, including a 400-foot cable bridge over the Methow River.	\$1,400,000
Town of Winthrop	02-1047	Winthrop Community Park and Ice Rink	Combination	Acquire park land and construct a permanent ice rink and outdoor sports court. The new rink will also provide a court surface for summer activities.	\$375,000

Item 8

Meeting Date: September 2011

Title: Joint Session with the Okanogan County Commissioners

Proposed Action: Discussion**Summary**

Recreation and Conservation Office Director Kaleen Cottingham will facilitate a discussion between Okanogan County Commissioners and Recreation and Conservation Funding Board members. This is an open public meeting for both the commission and the board.

Commissioners and board members will address the following questions.

1. Where do conservation and recreation fit in the County's future, and what are the county's future plans/priorities for recreation and conservation?
2. How could the RCFB's 11 grant programs help the county be successful in achieving its plans/priorities?
3. What suggestions does the county have for improving the project selection criteria, competitive nature, integrity, or openness of the board's project selection process?
4. What barriers do Okanogan (or any of its local jurisdictions) and the State face when seeking funding for their priority recreation and conservation needs?

Following the discussion, the board will accept public comment on all of the related topics.

There are no other advance materials for this discussion.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARIZED MEETING AGENDA AND ACTIONS, SEPTEMBER 21-22, 2011

Agenda Items without Formal Action

Item	Board Request for Follow-up
Item 2: Management Report	Staff will contact member Pete Mayer regarding the review of responses to the RFP for SCORP.
Item 4: Follow-up to June 2011 Discussion of Allowable Uses Policy	The board asked staff to work with a subcommittee to address specific concerns of some members. Staff to report back on progress in November.
Item 5A: Summary of general policy and manual changes	No follow-up actions requested.
Item 5B: Streamlining the grant application process	No follow-up actions requested.
Item 5C: Proposal to change to a written evaluation process in three WWRP categories: Critical Habitat, Riparian Protection, and Urban Wildlife	No follow-up actions requested.
Item 5D: Proposed changes to the evaluation criteria for the WWRP State Lands Restoration category	No follow-up actions requested.
Item 5E: Proposed changes to the evaluation criteria for combination projects in the BFP, FARR, and the WWRP State Parks, Trails and Water Access categories	No follow-up actions requested.
Item 6: Overview of the WDFW Conservation Strategy(ies) and the Relationship to RCFB Grant Programs	No follow-up actions requested.
Item 7A: Conservation projects sponsored by WDFW	No follow-up actions requested.
Item 7B: Recreation projects sponsored by state and local organizations	No follow-up actions requested.
Item 8: Joint Session with the Okanogan County Commissioners	No follow-up actions requested.

Agenda Items with Formal Action

Item	Formal Action	Board Request for Follow-up
Item 1: Consent Calendar	Resolution 2011-21 APPROVED <ol style="list-style-type: none"> Approval of Board Meeting Minutes – June 2011 Recognition of Volunteers Cost Increase Request: TCSA Hunter Education, RCO #09-1204, Tri-Cities Shooting Association Incorporated 	No follow-up actions requested.
Item 3: Sustainability Policy	Revised Resolution 2011-22 APPROVED Approved sustainability policy, effective with the 2012 grant cycle.	No follow-up actions requested.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: September 21, 2011

Place: Commissioners' Hearing Room, Okanogan, WA

Recreation and Conservation Funding Board Members Present:

Bill Chapman, Chair	Mercer Island	Stephen Saunders	Designee, Department of Natural Resources
Betsy Bloomfield	Yakima	Don Hoch	Director, State Parks
Steven Drew	Olympia	Dave Brittell	Designee, Department of Fish and Wildlife
Pete Mayer	Vancouver		

Member Harriet Spanel was excused.

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

Opening and Management Reports

Chair Bill Chapman called the meeting to order at 1:45 p.m. Staff called roll, and a quorum was determined. Okanogan County Commissioner Andy Lampe was in attendance.

The agenda was approved as presented.

Item 1: Consent Calendar

The Recreation and Conservation Funding Board (board) reviewed Resolution #2011-21, Consent Calendar. The consent calendar included the following:

- Approval of Board Meeting Minutes – June 2011
- Recognition of Volunteers
- Cost Increase Request: TCSA Hunter Education, RCO #09-1204, Tri-Cities Shooting Association Incorporated

Resolution 2011-21 introduced by Chair Chapman. Resolution APPROVED.

Item 2: Management Report

Director Cottingham reviewed her management report, noting the recent webinar on grant opportunities from natural resource agencies, and ribbon cuttings. There are many ribbon cuttings scheduled in the next few weeks. She also discussed the five and ten percent budget reduction exercises, noting that it did not affect the board's programs since the cut is in the general fund, which goes towards salmon recovery programs.

Chair Chapman asked what DFW and DNR would be doing instead of presenting at the recent webinar. Director Cottingham noted that the problem was that the timing of the webinar did not coincide with the timing of the grants available from those agencies.

Policy Report: Director Cottingham noted that a request for proposals was out to find a consultant to help with the SCORP development. Member Mayer had asked if a board member or local park representative could assist with the proposal review, provided there is no conflict of interest. The board did not object, so staff will contact him to coordinate that involvement.

Dominga Soliz provided a brief update regarding the Habitat and Recreation Lands Coordinating Group (Lands Group) as presented in the policy report. Commissioner Lampe noted that it is a positive effort.

Grant Management Report: Conservation and Grant Services Section Manager Scott Robinson discussed the grant management report (staff memo 2D). He noted in particular the new section of the report that addresses returned funds.

Robinson noted that there were no applications in the BIG Tier 1 program this year, so the RCO requested a grant to update boating information for the public. The US Fish and Wildlife Service has notified the RCO that they have received the grant application.

Robinson also gave an overview of the tour, reminding the board that it would start at 7:30 a.m.

State Agency Partner Reports

Don Hoch, State Parks, noted the five to ten percent budget plan went to the Commission last week, and that the Commission chose to take it in staff cuts, furloughs, and holding vacancies. They are still waiting to see what the revenue will be from Discover Pass. They think the cut will be more likely around 15 to 20 percent. They feel very optimistic about the revenue from the Discover Pass. The big issue is transferability of the pass; they are talking with the Governor's Office. They do not think the cuts will affect grant-funded efforts.

Stephen Saunders, Department of Natural Resources (DNR), noted that the Natural Heritage Program is being cut dramatically in the budget. He noted the purpose and benefit of the program. The Conservation Acquisition program also gets funding from the general fund and has experienced major cuts.

Dave Brittell, Department of Fish and Wildlife (WDFW), noted that the funding from the Discover Pass is about equal between the annual and day use passes. It is not a perfect system, and he expects changes in the upcoming legislative session. He discussed the budget cut exercise as well, noting that in 2007-09, they had about \$110 million in general fund dollars; that has been reduced dramatically

over time. Only about 19 percent of the agency is still funded from the general fund. The approach to the cut will be approved by the Fish and Wildlife Commission tomorrow.

General Public Comment

Berent Culp, Okanogan Land Trust, noted that farmland preservation was not an agenda item and he is very concerned about it. He stated that the United States is losing more than an acre of farmland per minute. The amount of public land versus private land is a concern. Director Cottingham noted that Mr. Culp was welcome to join the board on its tour tomorrow. The Ellis Barnes project will receive funding from other projects, and the farmland preservation discussion will happen at that site.

Rocklynn Culp, Town of Winthrop, thanked the board for its support and noted that they are having a very good experience with their grant manager. They are building a trail and a bridge, and they very excited about the project and the changes it is bringing to their community.

Darlene Hajny, Okanogan County Farm Bureau, noted that they had just learned about the board's visit yesterday. She noted that the board has a very narrow mandate, while the commissioners have to look at the cumulative impact of what happens in the county. The public is concerned about the amount of land going into public ownership, and that the path is unsustainable because of the ongoing costs of the property. The costs include restoration, maintenance, operation, and management in perpetuity. The local jurisdiction review doesn't happen in Okanogan County; that is, they don't learn about projects until deals are in place.

Steve Lorz, Tonasket, noted that people he knows are no longer using state lands because of the cost of the Discover Pass.

Board Decisions

Item 3: Sustainability Policy

Director Cottingham introduced this topic, and provided some background and history. Grant manager Myra Barker then presented the policy proposal, as described in the memo as well as examples of sponsors' uses of sustainable practices. Myra will be the staff point person for sustainability issues. Member Mayer noted that this is an opportunity to collaborate with landscape architects.

Member Drew referenced a trail project that, in an effort to promote sustainability, used treated materials that were in contact with soil. He is concerned that the scoring may benefit longevity at the expense of environmental consideration. Barker responded that it would be a good example to share with sponsors. Chair Chapman noted that the board had previously agreed not to be prescriptive, and to let the sponsors figure out what works well. There simply is not enough information to set standards of the best way to do projects. Member Bloomfield stated that the policy allows for the project evaluation to consider situations such as the one raised by Member Drew.

**Revised Resolution 2011-22 moved by Chapman and seconded by: Drew
Resolution APPROVED**

Board Briefings

Item 4: Follow-up to June 2011 Discussion of Allowable Uses Policy

Dominga Soliz, Policy Specialist, presented information about the policy, as described in the board memo. She noted that the proposal sets up a framework (process) for addressing the "gray areas" in existing policy but does not establish new allowable uses. She requested board input so that the policy can be put forward for approval in November.

Member Mayer asked for clarification of terms used in the policy and presentation, including "consistent with," "minimum impairment," and "primary purpose." He was particularly concerned about an assessment beyond the physical location of the project and the consideration of other sites in the determination of obsolescence in the first example. He also questioned the definitions of lease, agreement, and license as a transfer of property rights; he would like staff to reconsider it.

Member Brittell noted that they have to protect the investments, but he is worried that the gray area may be overbroad. He wants to ensure that land managers can do their jobs, without having to check with RCO on every action. He echoed confusion about the use of lease, license, and other terms. He also does not think that the policy allows them to keep the lands working, especially with regard to the grazing examples.

Member Bloomfield asked how much resource management and expertise will staff need under this policy to address allowability. Director Cottingham noted that the director makes the decision about calling in experts so that they do not get called too often.

Member Drew suggested changes to the "all practical alternatives" language to include showing documentation of the analysis.

Member Saunders suggested that a consideration still needs to include convenience versus necessity. Like Member Brittell, he is concerned that the policy could affect their ability to keep lands working.

The board determined that a subcommittee should work with staff to address specific concerns such as grazing and leases. Members Mayer, Brittell, and Drew were selected to participate.

Item 5: Changes Proposed for the 2012 Grant Cycle

Scott Robinson and Marguerite Austin presented the significant policy proposals noted in the board memos, as follows. Items 5A, 5D, and 5E were not presented due to time constraints.

Streamline the grant application process: Marguerite Austin presented information about streamlining the grant application process, as described in staff memo 5B. The proposed improvements fall into one of three categories: policy changes that require board approval, process changes that require

director approval, and administrative changes designed to capture efficiencies for applicants and staff. The board had no comments or questions.

Proposal to change to a written evaluation process: Scott Robinson presented a proposal to (1) eliminate project review meetings, and (2) conduct a written evaluation process, as described in staff memo 5C. The changes would affect the Washington Wildlife and Recreation Program Critical Habitat and Urban Wildlife categories and the Riparian Protection Account. He noted that the changes should reduce the time and resources committed to project review and evaluation without losing the effectiveness of the process. The proposal has not yet been published for public comment. Member Saunders noted that DNR has had a good experience moving to a written process in the Natural Areas program, it saves staff time, and focuses the evaluation on the project rather than the ability of the presenter to sell the project.

Item 6: Overview of the Washington Department of Fish and Wildlife Conservation Strategy(ies) and the Relationship to RCFB Grant Programs

Board member Don Hoch left the meeting at this point. Okanogan County Commissioner Bud Hover joined the discussion.

Member Brittell presented information about landscape conservation in Okanogan County and projects sponsored by Washington Department of Fish and Wildlife. WDFW manages 900,000 acres and 700 access sites in the state. He noted that WDFW uses conservation easements for development rights so that the property remains in private ownership; recently, they have tried to also bundle water rights into the easements. He covered the history and funding of WDFW presence, land management, and other activities (e.g., recreation projects) in Okanogan County. He noted how it has changed from opportunistic to strategic, and how they have changed their approach to include more public involvement. Brittell emphasized that they work with willing sellers and try to use the acquisition tool (easement or fee simple) that works best for both the landowner and the agency.

Brittell noted that WDFW needs to expand the discussion to have a broader public perspective, and they that they are doing more outreach, including surveys. He addressed three common concerns – local revenue, economic analyses (how agency actions affect the future of the county), and care of the lands – and how they affect Okanogan County. He concluded by noting the projects that they would see on the project tour the following day.

Item 7: Board-funded Projects in Okanogan County

Dave Brittell discussed Item 7A (Conservation projects sponsored by the Washington Department of Fish and Wildlife) with his overview in Item 6.

Myra Barker presented recreation projects supported by board-funded grants in Okanogan County, as described in staff memo 7B. She highlighted the funding, specific projects, and the various organizations that have received grant funding.

Member Drew asked Member Brittell to describe what is happening at the legislature regarding payment in lieu of taxes (PILT). Brittell responded that there has been significant dialogue, but there has been no major action in the last few years. The issue arises in budget discussions more than it does in the policy discussions.

Commissioner Hover asked whether the state has looked at the impact on the state budget for land that goes into public ownership – both from tax loss and from ongoing maintenance fees. Brittell asked Jennifer Quan, Lands Division Manager for WDFW, to respond, but she stated that she did not know the answer.

Hover noted that the county prefers easements to fee simple because it keeps the property in private hands and continues the use, but respects that individual property owners have the right to make the choice that works for them. The state needs to consider what is left in the county after all of the public ownership, including federal and tribal. The county needs an approach that lessens the concerns about changes in state priorities in the future and allows the county to remain financially viable.

Item 8: Joint Session with the Okanogan County Commissioners

Okanogan County Commissioners Andy Lampe and Bud Hover participated in the discussion.

Commissioner Lampe welcomed the board to the county. Chair Chapman thanked him, and noted that it is important for the board to see the projects and listen to people across the state. He noted four questions on the agenda and invited the commissioners to discuss whatever is on their mind.

Commissioner Lampe noted that the Lands Group has played a very positive role in getting the agencies to talk to each other. The RCO has changed the questions that agencies ask and is making the agencies justify their requests and do a better job. Lampe would like the Lands Group to continue because of the positive role it plays in getting agencies to talk and share their plans. Chapman concurred, and noted that he has had positive conversations with Senator Parlette about the group continuing.

Commissioner Lampe also noted that he would like to see an increase in monitoring to ensure projects are meeting expectations. He stated that costs of maintenance, weed control, and related work should be built into the grants. Alternatively, the applicants should demonstrate that they have the funds to do the maintenance. If the state doesn't do the work, the cost is passed on to adjacent private landowners.

Commissioner Hover noted that the trails and recreation funded by the board have been very welcome. They cannot change to a tourism-based economy, but it is still a recognized benefit to the county. He noted his work with the Salmon Recovery Funding Board, and the need to balance the perspectives. For example, as a commissioner, he is concerned about land going into public ownership, but he is also concerned about how to address the salmon listings so that agriculture can

be protected. Hover said that their concern is the long-term economic impact of moving land from private to public ownership because their economy is based on agriculture, mining, and ranching. They need to know what the plans are.

Member Drew noted that PILT is a better compensation in counties that don't have such a high percentage of land in public ownership. He asked if there had been any analysis of different compensation for counties where there is a higher impact. Member Brittell responded that there had been legislative discussion regularly, but it never evolves into a policy discussion or action.

Chair Chapman asked what the county's plans and priorities are. Commissioner Hover noted that recreation is important for locals and for visitors; people want to visit the open space. It is important to maintain enough opportunities that people still have the space they value.

Chair Chapman then asked if they are experiencing any roadblocks or problems. Commissioner Lampe invited Ted Murray to respond. He noted that the grant match amount is a very tough obstacle.

Member Mayer noted that counties in his area face a similar struggle with regard to public and private ownership. They have sought legislative fixes such as using conservation futures and REET to help local agencies cover operations and maintenance. He thinks a challenge for the board will be how to fund the ongoing stewardship so that public expenditures are better leveraged.

Commissioner Lampe responded that you can't compare local maintenance issues to WDFW not maintaining the huge blocks of land that they purchase. He also noted that public lands need to stay open for motorized recreation, because people who participate in motorized recreation spend more money locally than those who participate in non-motorized recreation.

Commissioner Hover noted that agriculture is not antithetical to habitat and wildlife conservation. Most are not farmed fence line to fence line; they have wild areas. He encouraged the board and state agencies to contract out the weed control and maintenance work to the nearby farmers and ranchers.

Member Bloomfield noted that the county is providing a huge recreational value that is uncompensated and that there needs to be a better conversation in the state about compensation for those values. Ecosystem services could be one way to get there in the future; they can be applied to public and private lands.

Public Comment on Items 6, 7, and 8

Jason Paulsen, Methow Conservancy, noted the policy work on allowable uses and synching the issues. He thanked the board for addressing those issues. He noted that they work with SRFB and WWRP Farmland grants. They are cosponsors on several projects and appreciate the partnerships. He noted

that the low-hanging fruit has been picked, nothing easy is left; he stated that the staff is great to work with and seem to want to help the local sponsors.

John Sunderland declined to comment, stating that Jason had covered what he wanted to say.

Kurt Danison, Planner for Small cities in Okanogan County, stated RCFB grants have encouraged planning by local communities. He noted that a barrier for many communities is keeping up the pools and parks after they exceed their useful life. All available funds are spent on maintenance, so they don't have matching funds for redevelopment. They can't close locations to build up the match funds because the board requires access. Member Drew asked if they had thought about a utility tax, which could gradually build a reserve. Director Cottingham noted that Commerce had programs that might be used as match.

Maggie Coon, WWRC, asked the county commissioners to continue to support WWRP. She noted that the program was created 20 years ago by a broad group of citizens who wanted to look forward and meet the needs of the state for the future. The program is accountable and has withstood the test of time. As a resident of the Methow Valley, she does not think there is a single place you can stand without seeing the benefit of the WWRP.

Jay Kehne, Conservation Northwest, stated that RCO dollars are valuable to the community, helping to protect wildlife and create recreation opportunities, including hunting. He noted that the programs work only with willing sellers, and appreciates that they have options. He thanked the board for their work.

Walter Henze, Okanogan Land Trust, thanked the board and discussed some projects that the trust has been involved in. The RCO is very solution oriented, and they appreciate it. As a citizen and trail user, he appreciated Ted Murray's comments and wonders if there is a way to connect the trails and conservation.

Mitch Friedman, Conservation Northwest, expressed his appreciation to the board and staff. The system works well. He noted that in working with property owners in many counties, he has a sense that it's a real challenge to be successful in agriculture. This program keeps agriculture an option for landowners. He also thinks that NOVA is in a key position to balance the needs motorized recreation opportunities with the need to maintain those opportunities; he suggested a less dispersed infrastructure for motorized recreation.

Charley Knox, Cottage Grove, Oregon, noted that he hunts and fishes in Okanogan County. He thinks conservation is very important. He fully supports efforts of groups like Conservation Northwest, and asked the board to focus on conservation easements.

Meeting recessed for the evening at 6:15 p.m.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: September 22, 2011

Place: Okanogan County

Recreation and Conservation Funding Board Members Present:

Bill Chapman, Chair	Mercer Island	Stephen Saunders	Designee, Department of Natural Resources
Betsy Bloomfield	Yakima	Dave Brittell	Designee, Department of Fish and Wildlife
Pete Mayer	Vancouver		
Steven Drew	Olympia		

It is intended that this summary be used with the notebook provided in advance of the meeting.

Project Tour

Board members and staff participated in a tour of board-funded projects in Okanogan County from 7:30 a.m. until 3:00 p.m.

Meeting adjourned at 3:00 p.m.

Approved by:

Bill Chapman, Chair

Date

Recreation and Conservation Funding Board
Resolution #2011-21
September 2011 Consent Agenda

BE IT RESOLVED, that the following September 2011 Consent Agenda items are approved:

- a. Approval of Board Meeting Minutes – June 2011
- b. Recognition of Volunteers
- c. Cost Increase Request: TCSA Hunter Education, RCO #09-1204, Tri-Cities Shooting Association Incorporated

Resolution introduced by: Chair Chapman

Adopted/Defeated/Deferred (underline one)

Date: September 21, 2011

Recreation and Conservation Funding Board
Revised Resolution #2011-22
Encouraging Greater Use of Sustainable Practices

WHEREAS, the Recreation and Conservation Funding Board (board) asked the Recreation and Conservation Office (RCO) staff to find ways to encourage greater use of sustainable practices in grant-funded projects; and

WHEREAS, RCO staff revised evaluation questions to include consideration of sustainable design, practices, and elements for projects submitted in the Land and Water Conservation Fund (LWCF) and to the Washington Wildlife and Recreation Program (WWRP) Local Park and State Park categories; and

WHEREAS, RCO staff circulated the policy and revised questions for public comment and received a positive response from stakeholders; and

WHEREAS, adopting this policy and establishing incentives for increased use of sustainable practices in grant-funded projects supports the board's strategy to maximize the useful life of board funded projects and its objective to support activities that promote continuous quality improvement; and

WHEREAS, the board's three-pronged approach to sustainability is directly supportive of all three of the board's goals, as stated in its 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 using broad public participation and feedback, monitoring, assessment, and adaptive management.;

NOW, THEREFORE BE IT RESOLVED, that the board does hereby adopt the revised evaluation questions and scoring shown in Attachment B to the September 2011 memo regarding sustainability; and

BE IT FURTHER RESOLVED, that the board directs RCO staff to incorporate these evaluation questions into the appropriate policy manuals; and

BE IT FURTHER RESOLVED, that these policies shall be effective beginning with the 2012 grant cycle; and

BE IT FURTHER RESOLVED, that the board directs RCO staff to proceed with implementation of the web site enhancements and sponsor outreach efforts associated with sustainability.

Resolution moved by: Chair Chapman

Resolution seconded by: Member Drew

Adopted/Defeated/Deferred (underline one)

Date: September 21, 2011