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Protecting the public, our partners, and our staff are of the utmost importance. Due to health concerns with the novel coronavirus this meeting will be held online. The public is encouraged to participate online and will be given opportunities to comment, as noted below.

Day 1:

Zoom Registration: https://us06web.zoom.us/webinar/register/WN_WCqB5MteSKKyeFmbIO4UmQ

Phone Option: (669)900-6833 - **Webinar ID:** 852 4280 4786

Day 2:

Zoom Registration: https://us06web.zoom.us/webinar/register/WN_8Jvd0LMAS_aEWwwwuUG-snA

Phone Option: (669)900-6833 - **Webinar ID:** 858 7306 8215

Location: RCO will also have a public meeting location for members of the public to listen via phone as required by the Open Public Meeting Act, **unless this requirement is waived by gubernatorial executive order**. In order to enter the building, the public must not exhibit symptoms of the COVID-19 and will be required to comply with current state law around personal protective equipment. RCO staff will meet the public in front of the main entrance to the natural resources building and escort them in.

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

Public Comment: General public comment is encouraged to be submitted in advance to the meeting in written form. Public comment on agenda items is also permitted. If you wish to comment, you may e-mail your request or written comments to Julia.McNamara@rco.wa.gov, board liaison.

availability.

TUESDAY, JANUARY 25, 2022 (Day 1)

OPENING AND MANAGEMENT REPORTS

9:00 a.m. Call to Order

Chair Willhite

- Roll Call and Determination of Quorum
- Review and Approval of Agenda – January 25-26, 2022
(Decision)
- Remarks of the Chair

9:10 a.m. 1. Consent Agenda **(Decision)**

Chair Willhite

A. Board Meeting Minutes – October 5-6, 2021

B. Time Extensions:

- City of Castle Rock, Al Helenberg Boat Launch Safety Improvements, [16-2411P](#)
- King County, Dockton Park Dock and Moorage Renovation, [12-1952D](#)
- Methow Conservancy, Lehman Uplands Conservation Easement, [16-1699A](#)
- City of Mountlake Terrace, Ballinger Regional Park Water Access Development, [16-2067](#)
- Port of Indianola, Dock Redevelopment, [16-1313D](#)
- Tacoma Metropolitan Park District, Point Defiance Loop Trail, [14-1694D](#)
- Town of Twisp, Twisp Sports Complex Renovation Phase 1, [16-2084D](#)
- Washington Department of Fish and Wildlife, Cowiche Watershed 2016, [16-1344A](#)
- Washington Department of Fish and Wildlife, Samish River Unit Parking and Recreation, [16-1469D](#)
- Washington Department of Fish and Wildlife, Skagit River Delta Restoration, [16-1811R](#)
- Washington State Parks and Recreation, Inholdings 2016, [16-1974A](#)
- Washington State Parks and Recreation, Moran Lawrence Point, [16-1985A](#)
- Whatcom County, Plantation Indoor Range, [14-1127D](#)

C. Cost Change:

- Gig Harbor Sportsmen's Club, Clubhouse Re-roof, [20-2125D](#)
- City of Ilwaco, Ilwaco Baseball and Basketball Improvements, [20-1808D](#)

D. Volunteer Recognitions (23)

Resolution 2022-01

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

- | | |
|--------------------------------------|--------------------------|
| A. Director's Report | <i>Megan Duffy</i> |
| B. Legislative Update | |
| C. Grant Management Report | <i>Marguerite Austin</i> |
| D. Grant Services Report | <i>Kyle Guzlas</i> |
| E. Performance Report (written only) | <i>Brent Hedden</i> |
| F. Fiscal Report (written only) | <i>Mark Jarasitis</i> |
-

9:45 a.m. General Public Comment for issues not identified as agenda items. Please limit comments to 3 minutes.

Chair Willhite

BOARD BUSINESS: BRIEFINGS

9:50 a.m. 3. Policy Updates:

- | | |
|---|---------------------------------------|
| <ul style="list-style-type: none">• Community Forest Update• Stadium Youth and Community Athletic Facilities Funds | <i>Leah Dobey</i>
<i>Adam Cole</i> |
|---|---------------------------------------|
-

10:10 a.m. BREAK

10:25 a.m. 4. Annual Compliance Report

Myra Barker

BOARD BUSINESS: DECISIONS

11:25 a.m. 5. Land and Water Conservation Fund: Increasing Grant Limits

Marguerite Austin

Resolution 2022-02

Public comment will occur prior to adopting the resolution. Please limit comments to three minutes.

11:55 a.m. 6. Washington Wildlife and Recreation Program (WWRP), State Parks Category Evaluation Criteria Changes

Karl Jacobs

Resolution 2022-03

Public comment will occur prior to adopting the resolution. Please limit comments to three minutes.

12:20 p.m. LUNCH

BOARD BUSINESS: BRIEFINGS

1:20 p.m. 7. SCORP and Trails Plan Update and Survey Results *Katie Pruit and Ben Donatelle*

2:05 p.m. 8. Physical Activity Task Force Update *Katie Pruit and Julie McCleery*

2:35 p.m. RECESS

WEDNESDAY, JANUARY 26, 2022 (Day 2)

OPENING

9:00 a.m. Call to Order

Chair Willhite

- Roll Call and Determination of Quorum
- Remarks of the Chair

BOARD BUSINESS: BRIEFINGS

9:10 a.m. 9. Featured Projects

Jesse Sims

- Northwest Motorcycle Association (NMA) Statewide Heavy Trail Maintenance, [18-2538M](#)
- U. S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District, Motorized Trails Maintenance and Operation, [16-2334M](#), [18-2292M](#)

9:25 a.m. 10. Equity Review

Leah Dobey

10:25 a.m. 11. Results of the Diversity, Equity and Inclusion Board Survey

Scott Robinson

11:10 a.m. 12. State Agency Partner Reports

- Governor's Office
- Department of Natural Resources
- State Parks and Recreation Commission
- Department of Fish and Wildlife

Jon Snyder
Angus Brodie
Peter Herzog
Amy Windrope

11:40 a.m. ADJOURN

Next Meeting: Regular Meeting - April 26-27, 2022- Room 172, Natural Resource Building, 1111 Washington Street SE, Olympia, WA 98501

Subject to change considering COVID Restrictions

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: October 5, 2021

Place: Online

Recreation and Conservation Funding Board Members:

Ted Willhite, Chair	Seattle	Shiloh Burgess	Wenatchee
Kathryn Gardow	Seattle	Angus Brodie	Designee, Department of Natural Resources
Michael Shiosaki	Seattle	Amy Windrope	Designee, Washington Department of Fish and Wildlife
Henry Hix	Okanogan	Peter Herzog	Designee; Washington State Parks and Recreation Commission

This summary is to be used with the materials provided in advance of the meeting. The Recreation and Conservation Office (RCO) retains a recording as the formal record of the meeting.

Call to Order

Chair Ted Willhite called the meeting to order promptly at 9am and made brief remarks about the unprecedented times. Addressing **Julia McNamara**, Recreation and Conservation Office (RCO) administrative assistant, he requested a roll call, which determined quorum. **Members Brodie and Windrope** were initially absent from the meeting. **Wyatt Lundquist**, RCO Board Liaison, provided an overview of the webinar etiquette and Chair Willhite asked for a motion to approve the agenda.

Motion: Approval of October 5, 2021 Agenda

Moved by: Member Shiosaki

Seconded by: Member Burgess

Decision: Approved

Item 1: Consent Agenda

Chair Willhite sought a motion for Resolution 2021-27 to approve the June 30, 2021 meeting minutes, the Recreation and Conservation Funding Board (RCFB/Board) 2022 Meeting Calendar, several time extensions and cost increases, and two volunteer recognitions. The two volunteers were **Chris Mueller** and **Rosendo Guerrero**.

Motion: Approval of Resolution 2021-27
Moved by: Member Burgess
Seconded by: Member Hix
Decision: Approved

Item 2: Director's Report

Director's Report

RCO Director, **Megan Duffy**, provided an overview of RCO's activities in the past quarter. This included the submission of two decision packages to legislature- one half Fulltime Employment (FTE) for the Washington Invasive Species Council and another FTE for the Governor Salmon Recovery Office.

Director Duffy also provided introductions of new staff positions. New staff included **Josh McKinney**, Communications Specialist, **Sarah Johnson Humphries**, Archaeologist, and **Leah Dobey**, Policy Specialist, and current staff who changed positions, **Ashly Arambul**, **Marc Duboiski**, and **Chris Poppek**.

Ms. Duffy said she met with the National Association of State Outdoor Recreation Liaison Officers virtually to discuss the Land and Water Conservation Fund (LWCF), and that she is on a hiring committee for State Parks and Recreation Commission's (State Parks) new State Trails position.

Next, there was discussion on whether to host an in-person meeting in January 2022. Overall, board members recognized that it would be nice to meet in person, but uncertainty around COVID makes it necessary to hold the January meeting virtually.

Motion: Move to Approve hosting the January 2022 meeting on Zoom
Moved by: Member Shiosaki
Seconded by: Member Burgess
Decision: Approved

Mr. Lundquist provided an overview of the RCFB survey concerning meeting materials and process. Most replies were positive, but board members requested extended time for board discussion on agenda topics.

Grant Management Report

Marguerite Austin, Recreation and Conservation Grants Section Manager, provided an overview of work completed in the last quarter. This included receiving notice of a national achievement award from the Coalition for Recreational Trails for Evans Creek

Off-road Vehicle Area and the \$7.6 million in grant funds that **Director Duffy** awarded to alternates and partially funded projects on board approved ranked lists.

Grant Services Report

Kyle Guzlas, Grant Services Section Manager, provided an overview of the grant sections activity in the past quarter, including advisory committee recruitment where RCO sought to fill 30 volunteer spots. All volunteer seats have been filled. Mr. Guzlas noted that most applicants found out about the recruitment through an electronic newsletter.

The RCO Director approved a new stipend (volunteer compensation) policy in September. Advisory committee service involves a significant time investment that poses a potential barrier to participation. This policy allows some volunteer advisory committee members to be compensated through a stipend for their work on policy development teams and grant application review and evaluation committees. Community member volunteers may opt to receive a stipend. This includes:

- "Citizen" volunteer members
- Individuals representing non-profits and tribes who are not paid by their organization to participate.

Member Shiosaki commented on his support of the stipend policy

Member Gardow requested an update on the policy as it moves forward along with the update on the evaluation of the use of a virtual meeting process for the next grant round.

Kyle Guzlas responded to Member Gardow that the update would occur after the next grant cycle in the spring of 2023.

General public comment: No comment.

Item 3: Featured Projects

Beth Auerbach, Outdoor Grants Manager, presented the featured projects ([16-1824](#) and [18-2003](#)), which were located in the City of Lakewood at Harry Todd Park. These projects were funded with over \$2.2 million in Washington Wildlife and Recreation Program (WWRP) and Aquatic Land Enhancement Account (ALEA) grants.

Item 4: Policy Updates

Equity Review Project Updates

Wendy Brown, Policy Director, provided an update on the Equity Review Project.

For the review, RCO hired the Prevention Institute and Vida Agency. The Prevention Institute staff are taking a deep dive into the entire RCO grant process and the Vida Agency is supporting the public outreach component. The public outreach will include up to twelve first round listening sessions, with a second round of listening sessions to follow in the spring. Invitees to the listening sessions include tribes, local governments, organizations serving immigrants, people with disabilities, parents, youth sports, previous sponsors, and environmental justice groups. One session will be hosted in Spanish and another in Vietnamese.

The RCO Policy Team has also been working with ESRI to map previously funded RCO projects onto the Department of Health's environmental health disparities map. These maps will help RCO see what communities have received RCO funding over time and what the status of those communities is via the criteria used by the Department of Health.

Physical Activity Task Force

Katie Pruitt, Planning and Policy Specialist, provided an update on the Physical Activity Task Force. The task force is directed by legislative proviso to increase access to athletic facilities and improve physical activity in youth and families. The task force will provide a joint-use agreement template, help create an inventory of K-12 school fields, athletic facilities, and parks, and provide best practices and policy recommendations in a final report to the legislature by February 1, 2022.

Chair Willhite asked if trails would be included within the data. Ms. Pruitt noted that trails would not be included.

SCORP

Katie Pruitt provided an overview of the Washington State Recreation and Conservation Plan (SCORP) and Trails Plans.

Ms. Pruitt said that the National Park Service (NPS) has provided funding for the SCORP update. To guide plan development, steering committees for the SCORP and Trails Plan have focused on the engagement strategy, planning products, policy priorities, and implementation.

To improve community engagement, Ms. Pruitt noted that several surveys would be widely distributed. There will be a statistically significant demand survey distributed randomly by Eastern Washington University (EWU); a provider survey, which will go to land managers; and the experience survey, which will be widely distributed. The experience survey is a convenience sampling that will be targeted toward specific user groups, but all Washingtonians are encouraged to participate.

Ms. Pruitt stated that the board will be briefed in January on the results of these surveys.

Member Gardow asked if there is a question that addressed users recreational site transportation. Ms. Pruitt said this would be addressed in the demand survey. **Chair Willhite** asked about data gathering in relation to frequency of use and carrying capacity of specific sites. Ms. Pruitt noted that the demand survey does not tackle specific sites. Addressing **Member Herzog**, Chair Willhite wanted to know if data of cars and trail users are being collected. Member Herzog was hopeful that more trail head counters and cell-phone data would lead to better and more accurate data.

Chair Willhite asked if the board could engage in a longer discussion regarding carrying capacity at its January meeting. **Member Shiosaki** noted that even with increased user data, it is difficult to address carrying capacity because land managers do not have pre-determined metrics to reflect when a site is at max capacity.

Trails Plan

Ben Donatelle, Policy specialist, showcased the new [SCORP website](#). This website will hold all the SCORP/Trails surveys and several maps. The website will likely be launched third week of October.

One feature allows for participants to pin a point on a map and write why they love that place. Addressing that survey, **Member Gardow** asked if people could submit several times. Mr. Donatelle replied that yes, several responses are allowed. Member Gardow also expressed concern with barriers to recreating, including user conflicts. Mr. Donatelle noted that survey participants may identify this in the survey and that land managers would need to determine the best methods for addressing those conflicts.

Member Windrope joined the meeting at 11:05 AM.

Stadium Youth and Community Athletic Facilities Fund

Adam Cole, Policy Specialist, provided an overview of the Stadium Youth and Community Athletic Facilities Funds, which came to RCO through excess revenues from bond sales for the Seattle Seahawks stadium. Mr. Cole reported that there has been collaborative work with a small work group to determine how this funding should be spent. Mr. Cole will provide an update to the board at the January 2022 board meeting.

BREAK- 11:20AM-11:30AM

Item 5: Land and Water Conservation Fund's Outdoor Recreation Legacy Partnership Program: Application Overview and Public Comment

Karl Jacobs, Senior Outdoor Grants Manager, provided an overview of the LWCF Outdoor Recreation Legacy Partnership (ORLP) program. This program focuses on urban areas and underserved communities and provides grant funding for the acquisition and development of public land for outdoor recreation purposes.

New this year, there is no longer a limit to the number of applications each state could submit to the NPS, which runs the program. There is also a maximum funding increase per project to \$5,000,000.

There were four applications submitted this year. The projects include:

- [21-1300](#): Lakeland North Urban Nature Park in King County
- [21-1304](#): Be'er Sheva Phase 2 in Seattle
- [21-1305](#): Garfield Super Block in Seattle
- [21-1284](#): Gate-Belmore Trail 66th-88th Avenue in Thurston County

The board permanently delegated authority to the director to submit ORLP applications to the NPS at its July 2018 meeting. Each grant cycle, staff must provide an update to the board along with a summary of the grant applications submitted for review in an open public meeting. This update satisfies the board's requirement.

Item 6: Land and Water Conservation Fund: Increasing Grant Limits

Marguerite Austin, Recreation and Conservation Grants Section Manager, provided a follow-up on increasing the LWCF grant limits as requested by the board in the June 2021 meeting. This fund is used for acquiring and developing outdoor recreation areas. The funding has increased significantly over the past 12 years and our state is anticipating \$7-\$12 million each biennium. While the funding has increased, the grant limit has not, and 83 percent of project submissions are requesting the maximum amount of \$500,000.

To determine if an increase is needed, RCO spoke with several entities, including the Washington Recreation and Park Association. From these discussions, RCO gathered that there is strong support for increasing the grant limit because of current construction costs and the timeline, complexity, and difficulty of completing the federal paperwork. Conversely, there is concern about smaller projects competing if the grant limit is increased. Other challenges RCO staff identified include using other RCO grants as match and RCO staff's ability to keep up with the federal program changes and communicate those changes to applicants.

Ms. Austin suggested that the board consider options for:

- A minimum limit
- An increased maximum limit and the size of that increase
- Possible tiered approach
- Use of other RCO grants as match

Before seeking direction from the board, Ms. Austin presented several options that the board could choose from.

Project Type	Option 1	Option2	Option 3	Option 4	Option 5 No Change
Acquisition	\$1,000,000	\$1,500 000	\$2,000,000	No Limit	\$500,000
Development	\$1,000,000	\$1,500 000	\$1,500 000	No Limit	\$500,000
Combination	\$1,000,000	\$1,500 000	\$2,000,000	No Limit	\$500,000
Minimum Request	10 percent of the maximum			\$200,000	\$25,000

Overall, the board was in favor of increasing the grant limit but asked what staff had suggested. Ms. Austin explained that staff were in favor of a minimum funding level of \$100,000, no limit on the maximum request, no tiers, and match not being provided through other RCO grant programs.

After discussion, the board directed staff to solicit public comment and include the following:

- Minimum amount: \$100,000 or 10 percent of the maximum limit
- Maximum amount: \$1.5 million, \$2 million, no limit, and the option that provides \$1.5 million for an acquisition or development project and \$2 million for a combination project.

The board will await public comment before deciding on increasing the limits in January.

Member Windrope stepped away shortly at 12:04PM

LUNCH- 12:25PM-1:25PM

Item 7: Complementary Uses

Adam Cole, Policy Specialist, provided a briefing update on the Complementary Uses policy. This policy addresses the establishment of retail operations, concessionaires and third-party providers of park and recreation services on board funded properties. This could include retail rental/outfitters, food service, amusements, plazas, farmers markets, concerts, festival, movies, and even museums.

Currently, most of these are not allowable uses within RCO projects. Before Mr. Cole presented examples, **Member Gardow** asked how often conversions come to RCO. When sponsors come forward with a request, they are guided toward the “allowable uses” policy to see if a conversion is needed to accommodate the ineligible use of a board funded facility.

Member Windrope asked if habitat and ecosystem acquired lands are also pointed to the “allowable uses” policy when they want to establish a service. Mr. Cole explained they are, but because these lands are granted for a different use (conservation rather than recreation), alternative uses are viewed differently because the goal of those grants are conservation.

For further discussion, Mr. Cole provided several questions for board consideration:

1. Do retail activities such as food service serve a recreational or conservation purpose on board funded properties?
2. Should the board contribute to facility development that supports concessionaire operations?
3. Should sponsors be required to mitigate for activities that do not conform to our policies and agreement but still service a recreation or community purpose?
4. What level of oversight and effort is appropriate to evaluate and allow various uses?

When opened to discussion, **Member Shiosaki** noted his own conflicted feeling on the topic, specifically surrounding concessionaires. He did not see a need for a full policy change but believed that a park should serve its patrons. **Member Gardow** was concerned with who makes the decision on what is allowable. She provided an example of using blankets versus a chair that a restaurant established. **Member Windrope** agreed with Member Shiosaki. She specifically used educational centers as an example use that would service, and perhaps enhance, the patron experience. She indicated that perhaps the policy should have more leeway and be less black and white to allow for more uses.

Member Brodie joined at 2:00 PM.

Public Comment:

Doug Levy, provided comment on the complementary uses and YAF funds. Addressing complementary uses, he believed that a checklist of the appropriate uses and an expedited process would be appropriate. Addressing YAF funds, he wanted to make sure that members of the Washington Recreation and Parks Association were able to provide input into the grant process and urged RCO to consider non-traditional sports and maintenance within their funding decision.

Following comment, Member Gardow noted that having complementary uses available could also help fund parks and there should be more discussion on the topic held at the RCFB retreat. Chair Willhite suggested as a next step staff work within existing policies to ensure processes for requesting and potentially being granted an "allowable use" is accessible and transparent to sponsors.

Item 8: The Trust of Public: Green Schoolyards Project

David Patton, Trust for Public Land (TPL), provided an overview of the Green Schoolyards program.

Green schoolyards are schoolyards open to the community after school hours and are designed by the school and surrounding neighborhood as nature-rich hubs for community health and climate resilience.

Mr. Patton explained that less than one percent of schoolyards are open to the public and those that are often lack a green design. By opening these schoolyards and redesigning them, they will be able to provide the community with a park within a ten-minute walk.

For these spaces to exist, the TPL must create partnerships with school districts, non-profits, recreation departments, local parks, and others.

In Washington, about 1/3 of residents do not live within a ten-minute walk to a park. To study the impacts of green schoolyards on community health, academic performance, and social cohesion, TPL has partnered with Seattle Children's Hospital and the University of Washington. Over three years, six green schoolyards will be created within Tacoma, with the first being Jennie Reed Elementary School.

Member Gardow asked if these are available during school hours. Mr. Patton relayed that use is limited during school hours to keep children safe.

BREAK: 2:46PM-3:05PM

Item 9: Washington Wildlife and Recreation Program (WWRP) State Parks Category Evaluation Criteria Changes

Karl Jacobs, Senior Outdoor Grants Manager, provided a briefing on the WWRP State Parks Category criteria changes.

In June, the board had suggested two changes:

1. Consider a project's potential impacts from climate change (as well as 'to' climate change) in the design. This change was made to criteria four.
2. Incorporate consideration of diversity, equity, and inclusion (DEI). Language for this was integrated into criteria one through four.

After integrating these changes, RCO solicited public comment and received six comments.

Addressing next steps, Mr. Jacobs explained that RCO staff and State Parks will work together to address the public comments and bring back a decision to the board in January of 2022.

Member Herzog explained that the State Parks Commission's intent was to integrate diversity, equity, and inclusion well into the fiber of the criteria and wanted to do something now before RCO's broader equity review is completed.

Public Comment:

Christine Mahler, WWRC, provided comment in support in the criteria changes. She noted that consistent definitions would be helpful, and that terminology is important, for example "historically excluded" may be a more appropriate term than "marginalized." Finally, she noted that ecological resources are also important, and we should maintain a balance in the criteria.

Item 10: State Agency Partner Reports

Governor's Office

Jon Snyder provided an update on the activities of the Governor's Office.

Opening, he explained the Governor's Office is focused on COVID vaccinations and how to keep people safe.

Next, he noted that most state agencies have submitted their supplemental budget requests to the OFM in preparation for the Governor's budget. There were also policy submissions on boating and water safety, and electronic bike use.

Addressing federal funding and bills, Mr. Snyder said that there are two new bills, an infrastructure bill and a budget reconciliation bill. These bills have not yet been passed. He also mentioned that there are new programs in the federal budget bill, one for climate action and one for transportation and community connections.

Member Shiosaki was excused from 3:10PM-3:28PM.

Department of Natural Resources

Member Brodie provided an overview of the Department of Natural Resources activities.

Member Brodie displayed wildfire graphics depicting the acreage of land burned from 2000-2021. In 2021, 669,875 acres of land burned due to wildfires. He recognized the hardship of land closures due to these wildfires and climate conditions.

Addressing staff changes, Member Brodie informed the board that DNR will be separating a current position that focuses on conservation, recreation, and transactions into two positions, one of which will focus solely on conservation and recreation. DNR is also seeking to fill the Assistant Division Manager for their Recreation and Conservation Program and has filled a grant management position.

For legislative requests, DNR submitted two recreation program packages including a request of \$3.2 million for recreation enforcement and maintenance, and a \$4.8 million request for the Puget Sound Corp Program.

State Parks and Recreation Commission

Member Herzog provided a short report on the State Parks recent activities.

He noted that State Parks is prepping for the 2022 supplemental budget request, which has been submitted to OFM. State Parks will be requesting an FTE for a cultural heritage tribal liaison who will help implement House Bill 2102. They will also seek funding for a climate change resilience package that will include hiring a Climate Change Resiliency Coordinator.

Addressing hiring, Member Herzog noted that State Parks has hired a new DEI Director, is seeking to hire a Trail Program Manager, and the recruitment for a Human Resources Director is underway.

Member Herzog closed expressing excitement on the collaborative work with the DNR and the Washington Department of Fish and Wildlife (WDFW) on adaptive management and carrying capacity as it pertains to tribes.

Chair Willhite asked for greater detail on the use of public lands and Member Herzog presented a graphic that depicted the 2019-2021 State Parks attendance through July of 2021. Because of the higher attendance level, State Parks revenue has increased from \$58.5 million in 2019 to \$71.8 million in 2021.

Department of Fish and Wildlife

Member Windrope provided an overview of WDFW's 2022 supplemental budget requests and WDFW's activities.

WDFW will ask for \$3.5 million in ongoing general funds to manage recreation facilities and \$1 million in ongoing general funds to expand the cultural resources review and the Restore America Wildlife Act is in play and would fund the non-consumptive side of wildlife agencies.

Addressing WDFW activities, Member Windrope explained that an audit of WDFW's cultural was completed. From this audit they found that sexual harassment is currently not a significant issue within the Department and there is a high level of trust in supervisors. However, they did find that there is a need for greater diversity within the agency.

In closing, Member Windrope noted that the vaccine mandate will likely have an impact on services that the agency provides.

ADJOURN: Meeting adjourned at 3:50PM

Meeting adjourned at 3:50 PM

Next Meeting:

January 25-26, 2022, Regular Meeting, Location to be determined

Approved by:

Ted Willhite

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2022

Title: Time Extension Requests

Prepared By: Recreation and Conservation Outdoor Grants Managers

Summary

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

Board Action Requested

This item will be a:

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

Resolution: 2022-01 (Consent Agenda)

Purpose of Resolution: Approve the requested time extensions.

Background

Each grant [program policy manual](#) outlines the Recreation and Conservation Funding Board's (board) adopted policy for progress on active funded projects. The key elements of this policy are the sponsor's responsibility to complete a funded project promptly and meet the project milestones outlined in the project agreement. The Recreation and Conservation Office (RCO) director may give an applicant up to four years (from the award date) to complete a project. Extensions beyond four years require board action.

RCO received requests for time extensions for the projects listed in Attachment A. This document summarizes the circumstances for the requested extensions and the expected date of project completion.

General considerations for approving time extension requests include:

- Receipt of a written request for the time extension,
- Reimbursements requested and approved,
- Date the board granted funding approval,
- Conditions surrounding the delay,
- Sponsor's reasons or justification for requesting the extension,

- Likelihood of sponsor completing the project within the extended period,
- Original dates for project completion,
- Current status of activities within the grant, and
- Sponsor's progress on this and other funded projects.

Strategic Plan Link

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

Staff Recommendation

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

Attachments

A. Time Extension Requests for Board Approval

Attachment A: Time Extension Requests for Board Approval

City of Castle Rock

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-2411 Planning	Al Helenberg Boat Launch Safety Improvements	Boating Facilities Program - Local	\$12,300 (10%)	6/30/2022	6/30/2023

Reasons for Delay and Justification of Request

The City of Castle Rock received a grant for preconstruction planning activities to design and obtain permits for an in-water velocity reduction structure. This structure will enhance boater safety at the Al Helenberg Boat Launch on the Cowlitz River. The structure will also be designed to assist with sediment management to minimize the amount of accumulation on the ramps and under the floats.

Castle Rock has completed 90 percent of the project design, along with all cultural resource work. Extending this project for an additional year will give Castle Rock time to work with the regulatory agency for an agreed upon analysis and peer review for their final permitting process. This process is taking longer than they anticipated and requires an additional fish window to complete the work. Castle Rock feels confident that they have a successful path forward with the regulatory agency and anticipates a finalized design with active permits at the end of this timeline.

King County Department of Natural Resources and Parks

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
12-1952 Development	Dockton Park Dock and Moorage Renovation	Boating Facilities Program - Local	\$324,315 (87%)	1/31/2022	9/30/2022

Reasons for Delay and Justification of Request

King County Department of Natural Resources and Parks is requesting an extension to install a new sewer pump station and complete renovation of the dock and moorage slips at Dockton Park on Vashon-Maury Island.

Progress on this project has been delayed by three factors. First, King County ran into timeline issues associated with permitting and securing a Department of Natural

Resources aquatic lease. Second, a winter storm in early 2019 accelerated deterioration of part of the project area and other areas of the marina, which now need significant renovations above and beyond the original project scope. Third, due to COVID-19, there have been scheduling delays, staff furloughs, and challenges with the construction industry, which has further extended the project timeline.

Permitting and design is now complete. The contractor has removed outdated moorage slips and finger piers; replaced or wrapped pilings; and updated related amenities. King County anticipated finalizing the construction during the 2021 fish window. Unfortunately, because of supply and procurement issues, the new float structures were not ready in time. The contractor expects delivery of the floats by May 1, 2022. Once the floats arrive it will take a week or less to fully complete the funded project. An extension through September 30, 2022 will provide a small cushion in case there is another unexpected delay.

Methow Conservancy

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-1699 Development	Lehman Uplands Conservation Easement	WWRP - Critical Habitat	\$12,013 (1%)	2/28/2022	10/31/2022

Reasons for Delay and Justification of Request

The Methow Conservancy received a grant to acquire a conservation easement on 1,028 acres of undeveloped shrub-steppe and associated riparian draws and wetlands in the Methow Watershed in Okanogan County.

The Conservancy has successfully acquired the conservation easement as planned and is now working to complete control of invasive weed species. The project was delayed due to difficulties with finding willing appraisers during COVID-19 and lengthy landowner negotiations.

Extending this project through the end of October will allow the Conservancy to treat the easement area twice for invasive weed species. Treating the area in both the spring and fall will provide a more effective treatment regime than only treating once and will help ensure that invasive weeds do not return as quickly.

City of Mountlake Terrace

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-2067 Development	Ballinger Regional Park Water Access Development	Aquatic Lands Enhancement Account	\$345,092 (69%)	3/31/2022	9/30/2022

Reasons for Delay and Justification of Request

The City of Mountlake Terrace received a grant to replace the fishing pier, renovate the existing boat launch and floating dock, install shoreline plantings, and build new restrooms and a short asphalt trail.

The pandemic affected the timeline for this project. In early 2020, the public process for the waterfront design was delayed until a safe venue became available. The city has now completed the design and construction of the fishing pier, boat ramp, floating boat dock, shoreline regrading and plantings, and ADA restroom installation (representing 90 percent of the project). The one outstanding element is construction of the 8-foot-wide asphalt trail that is .32 miles long. City engineers were designing the trail but due to staffing shortages, and other issues, the trail design was not completed in time to bid the trail work with the other project elements. Design has now been completed on the trail and permitting is currently underway. The next window for construction of the trail is in the spring or summer of 2022. The City is requesting a six-month extension to complete the trail, which is the final scope element of this project.

Port of Indianola

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-1313 Development	Port of Indianola Dock Redevelopment	Aquatic Lands Enhancement Account	\$21,736 (71%)	1/31/2022	6/30/2022

Reasons for Delay and Justification of Request

The Port of Indianola received a grant to renovate their existing dock by removing rotted creosote timbers and decking, and installing ADA compliant access, interpretive signage, and native vegetation.

To date, the port has completed the engineering design work and has secured the

required permits to complete the planned development. The project was delayed because of COVID-19 and the need to complete an inventory of the dock structure to determine if it qualifies as a historic structure under Governor's Executive Order 21-02.

Once the port completes the historic inventory, they will then begin renovations this winter and expect to have most of the construction completed by spring 2022.

Tacoma Metropolitan Park District

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
14-1694 Development	Point Defiance Loop Trail	RCO Recreation Grant	\$2,770,378 (85%)	3/31/2022	3/31/2024

Reasons for Delay and Justification of Request

The Tacoma Metropolitan Park District (Tacoma Metro) is requesting a time extension for their Loop Trail project at Point Defiance Park. The original project scope focused on safe access for pedestrians and bicyclists to key park features and included a trail parallel to the outer loop of 5-Mile Drive. After completing extensive circulation studies, hearing public concerns surrounding the removal of trees along the trail alignment, and revising the vehicular access hours to 5-Mile Drive (originally temporary due to COVID-19 and now permanent), the longer outer-loop trail is no longer a priority. Tacoma Metro plans to focus on constructing a short inner-loop trail in the core area of the park only. This trail will provide safe bicycle and pedestrian access to the primary destinations within Point Defiance Park including the Lodge/Visitor Center, the Pagoda, Owen Beach, and the Point Defiance Zoo and Aquarium, while connecting these destinations to the recently completed Wilson Way Bridge and the main entrance at Pearl Street.

In addition to delays caused by the revised trail design, Tacoma Metro's staff numbers were severely impacted by COVID-19 and planning staff were pulled off capital-improvement projects to focus on the overall operation of facilities that could not be shut down while furloughs were in place. With staffing levels almost back to pre-pandemic levels, Tacoma Metro again has dedicated staff to manage the Loop Trail project. Construction will begin in November of 2022 and is slated for completion within 12 months.

Town of Twisp

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-2084 Development	Twisp Sports Complex Renovation	Youth Athletic Facilities - Renovation	\$30,000 (5%)	01/31/2022	12/31/2022

Reasons for Delay and Justification of Request

The Town of Twisp received a grant to renovate a baseball field and soccer field at the Twisp Sports Complex, with associated turf, bleachers, backstop, dugouts, irrigation, and drainage.

Initial bids exceeded the project's planned funding, so the town had to raise additional funds and regroup. Funds raised include a contribution from the school district and a board-approved cost increase. The project was rebid, construction begun, and while most of the work is finished, COVID-19 has impacted the delivery of materials and has caused some additional delays. Twisp is asking for an extension to complete the project.

Washington Department of Fish and Wildlife

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-1469 Development	Samish River Unit Parking and Recreation	WWRP-State Lands Development	\$121,403 (67%)	1/31/2022	12/31/2022

Reasons for Delay and Justification of Request

The Washington Department of Fish and Wildlife (WDFW) received a grant to develop a gravel parking lot, install fencing, gates, and a hard surfaced pad for a portable ADA toilet located at the Samish River Unit of the Skagit Wildlife Area in Skagit County.

They have completed cultural resources and are waiting for the county to review the permit applications. WDFW anticipated having all permits complete and in hand by the end of November 2021. However, during the initial review, the county required an additional change in the construction plans. WDFW is modifying the plans and will resubmit for county review. Unfortunately, this means WDFW missed the 2021 construction window. The next available work window is July 2022 through September

2022 because the project is in a wetland that is impacted by seasonal rains. WDFW is requesting a one-year extension to allow for construction in 2022.

Washington Department of Fish and Wildlife

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-1344 Acquisition	Cowiche Watershed 2016	WWRP- Critical Habitat	\$2,388,205 (80%)	1/31/2022	6/30/2023

Reasons for Delay and Justification of Request

The Washington Department of Fish and Wildlife (WDFW) received a grant to acquire approximately 3,200 acres of priority riparian and upland wildlife habitat in the Cowiche Watershed, located about 15 miles northwest of Yakima in Yakima County. This project provides a link between two existing wildlife area units (Cowiche and Oak Creek).

To date, WDFW has acquired two properties totaling about 300 acres and continues to make progress toward closing an additional property. Post-closing work, to include fencing and control of invasive weed species, has been delayed because of COVID-19. The Yakima Nation was hit particularly hard by the pandemic and was not able to process cultural resources consultations for over a year. WDFW has now heard back from the tribe, and they are requesting that a survey be conducted prior to any ground disturbing work.

With additional time, WDFW will continue pursuing the purchase of 1,047 acres and will complete the cultural resources survey and post-closing work. An extension through June 30, 2023 will allow WDFW to conduct multiple treatments of invasive weed species, in fall and spring, which is much more effective than a single treatment.

Washington Department of Fish and Wildlife

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-1811 Restoration	Skagit River Delta Restoration	WWRP- State Lands Restoration	\$91,422 (37%)	02/28/2022	12/31/23

Reasons for Delay and Justification of Request

The Washington Department of Fish and Wildlife (WDFW) received a grant to restore approximately 200 acres of diverse native emergent marsh vegetation in the Skagit River Delta by removing invasive cattails.

WDFW has completed much of the work, however for the project to be successful, multiple years of consecutive treatment is required. That, in conjunction with COVID-19 delays (namely the Stay Home, Stay Healthy order) that prevented on-site work from occurring in the spring of 2020, then challenges with labor shortages throughout 2021, and finally supply chain delays that impacted equipment availability, are the reasons for their request. If approved, this 22-month extension will accommodate the revised restoration schedule.

Washington State Parks and Recreation Commission

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-1974	Inholdings and Adjacent Properties 2016	WWRP- State Parks	\$259,351 (26%)	01/31/2022	12/31/2022

Reasons for Delay and Justification of Request

The Washington State Parks and Recreation Commission has acquired four properties to date with this grant. Two others are under contract and closing soon. One additional property has been delayed due to the death of the landowner. State Parks staff are working with the heirs to determine if they are willing sellers. Cultural resources review of the properties has also been delayed due to staff retirements at State Parks. The time extension will allow State Parks to complete the remaining acquisitions; finish cultural resources review/surveys, noxious weed control, and fencing; and install signs.

Washington State Parks and Recreation Commission

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-1985	Moran – Lawrence Point Acquisition	WWRP- State Parks	\$119,455 (4%)	01/31/2022	12/31/2022

Reasons for Delay and Justification of Request

The Washington State Parks and Recreation Commission has completed the acquisition of the Lawrence Point property at Moran State Park on Orcas Island. Additional time is needed to complete the cultural resources survey due to staff retirements at State Parks, and to wrap-up a few other incidentals such as noxious weed control, fencing, and signage.

Whatcom County

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
14-1127 Development	Plantation Indoor Range HVAC Replacement	Firearms and Archery Range Recreation (FARR)	\$259,013 88%	1/31/2022	6/30/2022

Reasons for Delay and Justification of Request

Whatcom County's shooting facility has an outdoor pistol and small-bore range, 300-yard rifle range, indoor pistol and small-bore range, trap shooting facility, and classroom space for police training and hunter education.

The original project was to replace the 25-year-old heating, ventilation, and cooling system (HVAC) at the indoor pistol range. Due to unanticipated roof damage and decay, they discovered upon HVAC inspection that a new roof is needed to support the new HVAC equipment. With this scope revision that now included a new roof, there was a delay in securing required permits and bid documents. In addition, the county anticipated construction in summer of 2019, but the design/build firm did not provide the construction drawings and bid package in a timely manner. As a result, the county could not solicit bids and award a contract before the weather turned cold and rainy. They were planning on soliciting bids at the end of February 2020 and award a construction contract in the spring, but due to delays caused by the COVID-19 pandemic, the bid announcement and award dates were delayed.

The county will have most of the project work completed by December 2021, however due to supply chain constraints, the county is currently waiting to receive the air handling unit for the HVAC system. The new projected completion date is June 30, 2022.



APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2022

Title: Cost Increase Request: Gig Harbor Sportsmen’s Club, Clubhouse Re-Roof, RCO 20-2125D

Prepared By: Ashly Arambul, Outdoor Grants Manager

Summary

The Gig Harbor Sportsmen’s Club is asking the Recreation and Conservation Funding Board (board) for approval of a cost increase for the Gig Harbor Sportsmen’s Clubhouse Re-roof (RCO 20-2125) project. The cost increase will help offset the unexpected increased cost of installing a new roof and the increased cost of roofing materials.

The requested cost increase exceeds ten percent of the total cost; therefore, policy requires board consideration of the request.

Board Action Requested

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

Resolution: 2022-01 (Consent Agenda)

Purpose of Resolution: Approve the cost increase request.

Background

The Recreation and Conservation Funding Board (board) awarded the Gig Harbor Sportsmen’s Club (Club) a \$23,250 Firearms and Archery Range Recreation (FARR) grant to install a new roof on the clubhouse building located in Pierce County (see Attachment A). The clubhouse provides a lecture space for hunter safety courses, safe firearms handling courses, and a training area for the Washington State Department of Corrections. Also, the clubhouse provides an area for club administrative activities, a

registration space for shooter sign-ins, storage space, and a place to host various gatherings.

Project Status

Soon after the board approved the grant at their June 2021 meeting, the Club began its pre-construction activities to ensure timely completion of the scope of work. The Club had finished their cultural resource requirements and roof design. Prior to project construction, the Club requested an updated contractor bid in 2021. The bid came in at \$35,996, which is substantially higher than the \$28,950 bid received in late 2020. The Club explored other funding options and decided to request board approval of a cost increase. If the board approves the increase, the Club will start construction in 2022.

Discussion and Analysis

The cost increase request is for an additional \$5,000 in grant funds. Because the roof has been leaking, the contractor believes they will need to completely remove the old roof and replace all the underlying plywood material before installing the new metal roof. The additional plywood will cost up to \$8,000. The contractor has also determined that the rain gutters and down spouts are not reusable and need to be replaced as well, which adds another unexpected \$2,000. This increases the total project cost by \$10,000.

The original grant application included a request for \$23,250 in grant funds. This combined with a sponsor match of \$23,250 (50 percent) made up a total project cost of \$46,500. The new total project cost is expected to be \$56,500. This would require an additional \$5,000 in FARR funds and an additional \$5,000 in sponsor match. This will preserve the original match ratio and address the cost increase. This cost increase is 22 percent of the total project cost.

Cost Increase for the Gig Harbor Sportsmen's Club 20-2125

	Original Project Agreement	Cost Increase Request	Proposed Project Agreement
FARR Grant (50%)	\$23,250	\$5,000	\$28,250
Sponsor Match (50%)	\$23,250	\$5,000	\$28,250
Total Project Cost	\$46,500	\$10,000	\$56,500

Cost Increase Policy

The board's policy on cost increases is outlined in *Manual 4: Development Projects* on page 33. Specifically, the policy states:

On occasion, the cost of completing a project exceeds the amount written into the agreement. Such overruns are the responsibility of the project sponsor. The Recreation and Conservation Funding Board may consider a cost increase in some grant programs if funds are available, and the grant sponsor submits a written request. The director may approve requests for increases up to 10 percent of the total project cost and the board may approve increases above 10 percent.

To request an increase the project sponsor must submit a written request to RCO addressing the following:

- The sponsor must have fully explored all practical alternatives to completing the intent of the agreement.
- The sponsor must have had little control over the conditions causing the overrun
- Any increase must be used only for elements in the grant agreement.

A sponsor must obtain director or board approval for any significant change in project scope or design that results in a cost increase request. This approval must be granted before or simultaneously to the cost increase.

Analysis

There is \$447,955 in the FARR Account. This means there are enough funds available to cover the amount requested. This request exceeds 10 percent of the project's initial approved grant amount, and therefore the request is presented for the board's consideration.

Alternatives Considered

The Club has considered three options:

- The Club's request for additional funds is their preferred alternative. This will allow them to move forward with completing these much-needed improvements before additional damage is done to the clubhouse building.
- The Club considered removing scope items from the project. However, as the entire scope is the roofing project, there are no elements within the scope of work to remove to decrease costs and retain the integrity of the project, and the club has concluded this is not a viable alternative.
- Lastly, the Club considered returning the grant funds they currently have and applying for grant funds again in 2022. However, the Club is concerned that if the roof is not replaced in 2022, the clubhouse may become unsafe for all to use due to the degradation of the roof and its support structure.

Conditions Causing the Overrun

The sponsor had little control over the conditions causing the overrun. The Club cannot accurately estimate the amount of damaged material needing to be replaced until the old roof is removed. Because of this and increased prices in construction materials, the cost of this project has increased.

Elements in the Agreement

If approved, the increased budget will only pay for costs associated with elements included in the approved grant agreement.

Strategic Plan Link

Consideration of this proposal supports the board's strategy to provide funding to protect, preserve, restore, and enhance recreation opportunities statewide.

Staff Recommendation

Staff recommends approval of the cost increase as requested.

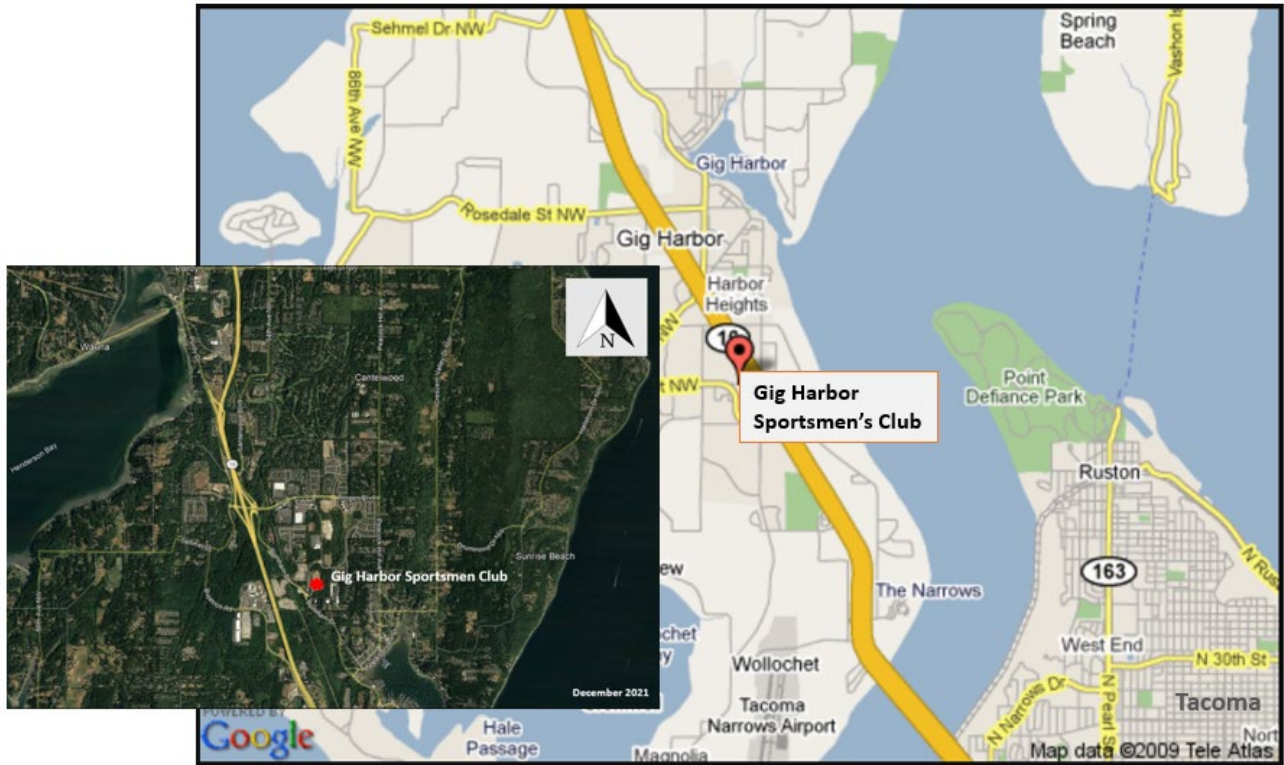
Next Steps

If the board approves the cost increase request, RCO staff will execute the necessary amendment to the grant agreement.

Attachments

Attachment A: Location Map and Photo of the Clubhouse

Gig Harbor Sportsmen's Club: Location Map and Photo of the Clubhouse





APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-16, 2022

Title: Cost Change Request: City of Ilwaco, Ilwaco Baseball and Basketball Improvements, RCO 20-1808D

Prepared By: Ashly Arambul, Outdoor Grants Manager

Summary

The City of Ilwaco is asking the Recreation and Conservation Funding Board for approval of a cost change for the Ilwaco Baseball and Basketball Improvements (RCO 20-1808D) project. The cost change will allow the city to complete renovation of the baseball fields and associated parking.

The requested cost change exceeds ten percent of the total project cost; therefore, policy requires board consideration of this request.

Board Action Requested

- This item will be a:
- Request for Decision
 - Request for Direction
 - Briefing

Resolution: 2022-01 (Consent Agenda)

Purpose of Resolution: Approve cost change request.

Background

The Recreation and Conservation Funding Board (board) awarded a Youth Athletic Facilities (YAF) grant of \$190,933 to the City of Ilwaco for renovation of park facilities. The Ilwaco Baseball and Basketball Improvements ([20-1808D](#)) project is in Pacific County within the city limits (see Attachment A). Ilwaco will renovate an existing baseball field at Ilwaco City Park. The city will resurface the infield, improve the parking (and upgrade it to meet current accessibility standards), replace the bleachers and dugouts, add fencing, and install a storage building. Also, the original scope of work included renovation of the existing outdated basketball court, which has now been removed from the project scope.

Project Status

The board awarded the Youth Athletic Facilities, Large Category grant in June 2021. Since then, the city learned that it did not receive a private grant of \$75,434 that was anticipated to be a major portion of their sponsor match. The city then notified RCO and requested approval to remove the basketball court improvements from the original project scope of work and reduce their sponsor match. Using her delegated authority, RCO's Director approved the scope change and directed staff to prepare the cost change request for board consideration.

Discussion and Analysis

When RCO staff prepared and issued the grant agreement for this renovation project, the city was planning to contribute a sponsor match of \$139,999 or 42.3 percent to the project. Unfortunately, the city did not receive the private grant, thus reducing the available funds for sponsor match. In addition, the city learned that there has been an increase in the price of the materials needed to complete the project. Due to not receiving the private grant and the unexpected increased cost in project materials the city decided to request approval to retain the full grant and reduce the sponsor match to \$47,731 or 20 percent.

The individual project cost change amount is summarized in the table below:

RCO #20-1808D	Original Grant Agreement	Original Percent	Proposed Grant Agreement	Proposed Percent
YAF Grant	\$190,933	57.7%	\$190,926	80%
Sponsor Match	\$139,999	42.3%	\$47,731	20%
Total Project Cost	\$330,932	100%	\$238,657	100%

Cost Increase Policy

The board's policy on cost increases is outlined in *Manual 4: Development Projects* on page 33. Specifically, the policy states:

On occasion, the cost of completing a project exceeds the amount written into the agreement. Such overruns are the responsibility of the project sponsor. The Recreation and Conservation Funding Board may consider a cost increase in some grant programs if funds are available, and the grant recipient submits a written request. The director may approve requests for increases up to 10 percent of the total project cost and the board may approve increases above 10 percent.

To request an increase, the project sponsor must submit a written request to RCO addressing the following:

- The sponsor must have fully explored all practical alternatives to completing the intent of the agreement.
- The sponsor must have had little control over the conditions causing the overrun.
- Any increase must only be used for elements in the project agreement.

A sponsor must obtain director or board approval for any significant change in project scope or design that results in a cost increase request. This approval must be granted before or simultaneously to the cost increase.

Additionally, *Manual 17: Youth Athletic Facilities* further defines the cost increase policy for requests within the YAF Program on page 34. The policy clarifies that cost increases for approved YAF projects may be granted by the board or director if financial resources are available. Each cost increase request is considered on its merits and the project's total approved cost is the basis for such cost.

Available Funds

Ilwaco is not requesting additional funds. They are requesting approval to retain the original grant amount of \$190,933 and approval to reduce the sponsor match down to \$47,731. This reduced sponsor match increases the grant percentage from 57.7 percent to 80 percent; therefore, the request is presented for the board's consideration since the grant percentage would be 22.3 more than originally approved.

Alternatives Considered

The city sought additional funding through public allocation, private donation, and other grants to complete the full scope of work; however, no other funding was available.

Ilwaco then examined all scope elements to determine if there was a less costly way to implement the project, or if an element could be removed from this phase. The city concluded removing the basketball court from the scope of work would allow them to fully execute the renovations to the baseball field and associated parking. The city could then apply for renovation of the basketball court in a future phase. The city did request, and the director approved this modification to the scope of work leaving all the grant funds to complete the ballfield renovation.

The city subsequently decided to ask the board to approve their request to retain the full grant.

Conditions Causing the Overrun

The cost of this project increased due to the rising price in project materials and the unexpected loss of funds (\$75,434) from a private grant.

Elements in the Agreement

If approved, the cost change will only pay for costs associated with the baseball field and associated parking, which are already included in the grant agreement.

Strategic Plan Link

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

Staff Recommendation

Staff recommends approval of the cost change as requested.

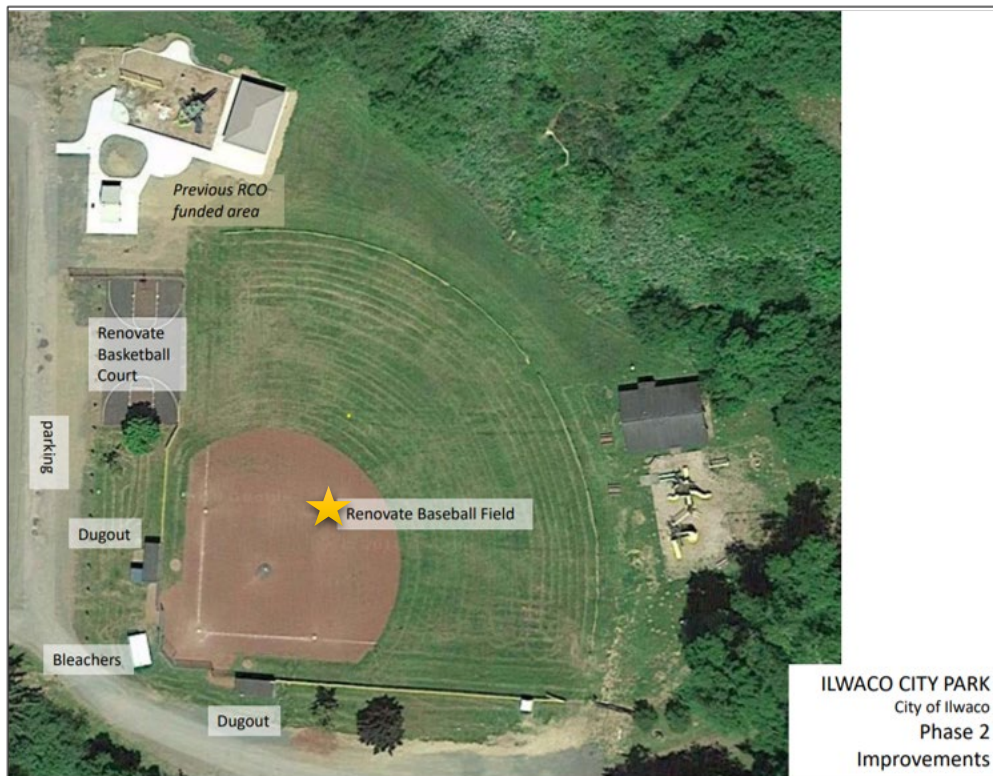
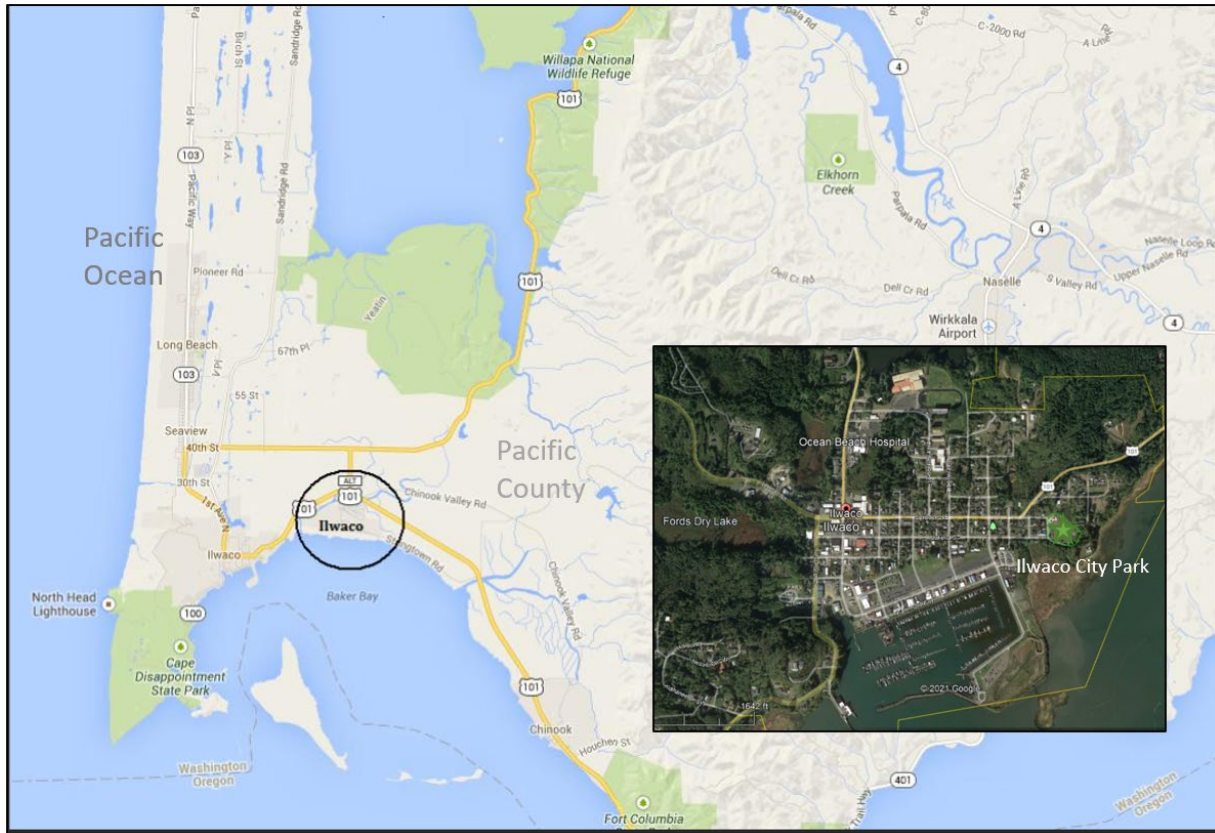
Next Steps

If the board approves the requests, RCO staff will modify the sponsor match amount and issue the grant agreement. The City of Ilwaco will then move forward with project implementation.

Attachments

Attachment A: Location map and aerial photo of Ilwaco City Park.

Ilwaco City Park: Location Map and Aerial Photo





Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2022

Title: Recognition of Volunteer Service

Prepared By: Tessa Cencula, Volunteer and Grants Process Coordinator

Summary

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

Board Action Requested

This item will be a:

Request for Decision

Request for Direction

Briefing

Resolution: 2020-01 (Consent Agenda)

Resolution Purpose: Approve recognition of RCO's agency and citizen Advisory committee volunteers

Background

The Recreation and Conservation Office (RCO) relies on volunteers to review and evaluate grant proposals. Volunteers allow RCO to conduct an open and fair grant process and provide a balanced perspective on program issues.

The following individuals have completed their terms of service or have left the advisory committee after providing valuable analysis and program advice. Outdoor recreationists in Washington will enjoy the results of hard work and vision of these volunteers for years to come. Staff applauds their exceptional service and recommends approval of the attached resolutions via Resolution 2022-01 (Consent Agenda).

Aquatic Lands Enhancement Account

Name	Position	Years
Karen Borell	Habitat Representative	8
Kim Bredensteiner	Habitat Representative	4
Paul Simmons	Recreation Representative	8

Firearms and Archery Range Recreation

Name	Position	Years
Ty Peterson	Shooting Sports Representative	8
Lorrie Starkweather	Archery Representative	4

Land and Water Conservation Fund

Name	Position	Years
Dave Erickson	Local Agency Representative	8

Nonhighway and Off-Road Vehicle Activities

Name	Position	Years
Chris Baldini	Nonhighway Road Representative	9

Recreation Trails Program

Name	Position	Years
Don Crook	Water Representative	8
Mat Lyons	Mountain Bike Representative	8

WWRP Farmland Preservation

Name	Position	Years
Cynthia Nelson	Farmer Representative	8

WWRP Habitat Acquisition

Name	Position	Years
Kelly McCaffrey	Community Member Representative	8
Bill Robinson	Community Member Representative	8
Pat Stevenson	Agency Representative	8

WWRP Habitat Representative

Name	Position	Years
David Lindley	Agency Representative	8

WWRP Local Parks

Name	Position	Years
John Bottelli	Local Agency Representative	12

WWRP State Lands Development

Name	Position	Years
Peter Sherrill	Community Member Representative	8
Sharon Swan	Local Agency Representative	8

WWRP State Parks

Name	Position	Years
Doug Simpson	Community Member Representative	8

Cecilia Vogt	Community Member Representative	8
Mary Dodsworth	Local Agency Representative	8

WWRP Trails

Name	Position	Years
Angie Feser	Local Agency Representative	8
Greg Fowler	Community Member Representative	8

WWRP Water Access

Name	Position	Years
Reed Waite	Community Member Representative	8

Attachment A

A. Individual Service Resolutions



A Resolution to Recognize the Service of

Karen Borell

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

WHEREAS, from 2014 to 2021, Karen Borell 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 ALEA projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Borell'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. Borell.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

Ted Willhite, Chair



A Resolution to Recognize the Service of

Kim Bredensteiner

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

WHEREAS, from 2018 to 2021, Kim Bredensteiner 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 ALEA projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Bredensteiner'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. Bredensteiner.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Paul Simmons

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

WHEREAS, from 2014 to 2021, Paul Simmons 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 ALEA projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Simmon'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. Simmons.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line that serves as a signature line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Ty Peterson

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

WHEREAS, from 2014 to 2021, Ty Peterson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Firearms and Archery Range Recreation (FARR) Advisory Committee; and

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

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Peterson'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. Peterson.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022


Ted Willhite, Chair



A Resolution to Recognize the Service of

Lorrie Starkweather

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

WHEREAS, from 2018 to 2021, Lorrie Starkweather served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Firearms and Archery Range Recreation (FARR) Advisory Committee; and

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

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Starkweather'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. Starkweather.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022


Ted Willhite, Chair



A Resolution to Recognize the Service of

Dave Erickson

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

WHEREAS, from 2014 to 2021, Dave Erickson 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 NOVA projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Erickson'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. Erickson.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Chris Baldini

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

WHEREAS, from 2013 to 2021, Chris Baldini 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 NOVA projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Baldini'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. Baldini.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Don Crook

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

WHEREAS, from 2014 to 2021, Don Crook served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Recreation Trails Program (RTP) 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 RTP projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Crook'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. Crook.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022


Ted Willhite, Chair



A Resolution to Recognize the Service of

Mat Lyons

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

WHEREAS, from 2014 to 2021, Mat Lyons served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Recreation Trails Program (RTP) 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 RTP projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Lyons' 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. Lyons.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

_____  _____
Ted Willhite, Chair



A Resolution to Recognize the Service of

Cynthia Nelson

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

WHEREAS, from 2014 to 2021, Cynthia Nelson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Farmland Preservation 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 WWRP Farmland Preservation projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Nelson'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. Nelson.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

_____  _____
Ted Willhite, Chair



A Resolution to Recognize the Service of

Kelly McCaffrey

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

WHEREAS, from 2014 to 2021, Kelly McCaffrey served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Habitat Acquisition 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 WWRP Habitat Acquisition projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. McCaffrey'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. McCaffrey.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022


Ted Willhite, Chair



A Resolution to Recognize the Service of

Bill Robinson

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

WHEREAS, from 2008 to 2021, Bill Robinson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Habitat Acquisition 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 WWRP Habitat Acquisition projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Robinson'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. Robinson.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

_____  _____
Ted Willhite, Chair



A Resolution to Recognize the Service of

Pat Stevenson

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

WHEREAS, from 2014 to 2021, Pat Stevenson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Habitat Acquisition 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 WWRP Habitat Acquisition projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Stevenson'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. Stevenson.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite", written over a horizontal line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

David Lindley

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

WHEREAS, from 2014 to 2021, David Lindley served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Habitat Restoration 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 WWRP Habitat Restoration projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Lindley'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. Lindley.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

John Bottelli

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

WHEREAS, from 2008 to 2021, John Bottelli served the citizens of the state of Washington and the Recreation and Conservation Office by participating on Washington Wildlife and Recreation Program (WWRP Local Parks Advisory Committee; and

WHEREAS, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of WWRP Local Parks projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Bottelli'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. Bottelli.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022


Ted Willhite, Chair



A Resolution to Recognize the Service of

Peter Sherrill

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

WHEREAS, from 2014 to 2021, Peter Sherrill served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) State Lands Development 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 WWRP State Lands Development projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Sherrill'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. Sherrill.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written in a cursive style and is positioned above a horizontal line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Sharon Swan

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

WHEREAS, from 2014 to 2021, Sharon Swan served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) State Lands Development 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 WWRP State Lands Development projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Swan'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. Swan.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022



Ted Willhite, Chair



A Resolution to Recognize the Service of

Doug Simpson

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

WHEREAS, from 2014 to 2021, Doug Simpson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) State Parks Advisory Committee; and

WHEREAS, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of WWRP State Parks projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Simpson'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. Simpson.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line that extends across the width of the signature area.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Cecilia Vogt

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

WHEREAS, from 2014 to 2021, Cecilia Vogt served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) State Parks Advisory Committee; and

WHEREAS, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of WWRP State Parks projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Vogt'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. Vogt.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written in a cursive style with a large initial "T" and "W".

Ted Willhite, Chair



A Resolution to Recognize the Service of

Mary Dodsworth

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

WHEREAS, from 2014 to 2021, Mary Dodsworth served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) State Parks Advisory Committee; and

WHEREAS, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of WWRP State Parks projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Dodsworth'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. Dodsworth.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line that serves as a signature line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Angie Feser

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

WHEREAS, from 2014 to 2021, Angie Feser served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Trails Advisory Committee; and

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

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Ms. Feser'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. Feser.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Greg Fowler

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

WHEREAS, from 2014 to 2021, Greg Fowler served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Trails Advisory Committee; and

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

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Fowler'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. Fowler.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line.

Ted Willhite, Chair



A Resolution to Recognize the Service of

Reed Waite

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

WHEREAS, from 2014 to 2021, Reed Waite served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Water Access Advisory Committee; and

WHEREAS, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of WWRP Water Access projects for funding;

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

NOW, THEREFORE BE IT RESOLVED, that in recognition of Mr. Waite'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. Waite.

Approved by the Recreation and Conservation Funding
Board in Olympia, Washington
on January 25, 2022

A handwritten signature in black ink, appearing to read "Ted Willhite". The signature is written over a horizontal line that serves as a signature line.

Ted Willhite, Chair

Recreation and Conservation Funding Board
Resolution 2021-01
January 25, 2022 - Consent Agenda

BE IT RESOLVED, that the following January 26, 2021 Consent Agenda items are approved:

Resolution 2022-01

A. Board Meeting Minutes – October 5-6, 2021

B. Time Extensions:

- City of Castle Rock, Al Helenberg Boat Launch Safety Improvements, [16-2411P](#)
- King County, Dockton Park Dock and Moorage Renovation, [12-1952D](#)
- Methow Conservancy, Lehman Uplands Conservation Easement, [16-1699A](#)
- City of Mountlake Terrace, Ballinger Regional Park Water Access Development, [16-2067](#)
- Port of Indianola, Dock Redevelopment, [16-1313D](#)
- Tacoma Metropolitan Park District, Point Defiance Loop Trail, [14-1694D](#)
- Town of Twisp, Twisp Sports Complex Renovation Phase 1, [16-2084D](#)
- Washington Department of Fish and Wildlife, Cowiche Watershed 2016, [16-1344A](#)
- Washington Department of Fish and Wildlife, Samish River Unit Parking and Recreation, [16-1469D](#)
- Washington Department of Fish and Wildlife, Skagit River Delta Restoration, [16-1811R](#)
- Washington State Parks and Recreation, Inholdings 2016, [16-1974A](#)
- Washington State Parks and Recreation, Moran Lawrence Point, [16-1985A](#)
- Whatcom County, Plantation Indoor Range, [14-1127D](#)

C. Cost Change:

- Gig Harbor Sportsmen’s Club, Clubhouse Re-roof, [20-2125D](#)
- City of Ilwaco, Ilwaco Baseball and Basketball Improvements, [20-1808D](#)

E Volunteer Recognitions (23)

Resolution moved by: Member Michael Shiosaki

Resolution seconded by: Member Kathryn Gardow

Adopted/*Defeated/Deferred (underline one)*

Approved Date: January 25, 2022



Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2022

Title: Recreation and Conservation Office Report (Director’s Report)

Prepared By: Megan Duffy, Marguerite Austin, Kyle Guzlas, Mark Jarasitis, Susan Zemek, and Brent Hedden

Summary

This memo summarizes key agency activities.

Board Action Requested

This item will be a:

- Request for Decision
- Request for Direction
- Briefing

Agency Updates

RCO Reports on Work with Tribes

The Recreation and Conservation Office (RCO) recently provided a report on its work with tribes in preparation for the October 2021 Centennial Accord meeting. The annual Accord meeting supports the accord struck in 1989 between the federally recognized Indian tribes of Washington and the State of Washington. It is a framework for a government-to-government relationship and includes implementation procedures to assure execution of that relationship. The 2021 RCO report highlighted several initiatives including specialized tribal grant agreements, cultural resources work, and outreach to tribes for the development of the statewide recreation and conservation plan. In addition, RCO reported the award of more than \$40 million in grants to 19 tribes in 2020-2021. These funds went toward 69 projects to restore and protect salmon habitat, develop athletic and boating facilities, and create water access sites. Since 1972 when the agency first assisted a tribal project, RCO has administered 627 grants to 27 tribes. Totaling more than \$205 million,



these projects have helped tribes with waterfront access and restoration, boating facility construction, salmon habitat restoration and monitoring, fish hatchery improvements, trail development, and athletic facility and park development.

Equity Study of RCO Grants Continues

The agency continues to make progress on the legislatively assigned equity review. Last year, the Legislature gave \$375,000 to RCO to conduct a comprehensive review of the agency's state recreation and conservation grant programs to improve equitable distribution of grants, identify changes to policy and operational practices, and identify new investments and programs that prioritize communities that have been historically underserved. The Legislature also asked RCO to consider any historic and systemic barriers on its grant programs.

RCO hired consultants who are taking a three-pronged look at our programs: how does our funding line up with communities with more challenging social and health issues, input from communities, and a full review of the RCO grant process. Working with the Vida Agency and Prevention Institute, RCO held 12 focus groups beginning in late October to hear input from communities about RCO grant programs. Staff are working on a mapping project to see how our grants correlate with social and health issues. This mapping exercise is based upon the Department of Health's Health Disparity map.

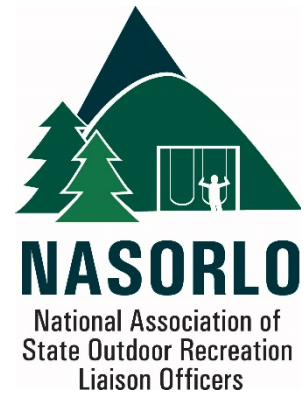
Trails Caucus Convenes

More than 100 trail enthusiasts participated in this year's Washington State Trails Caucus, which convened October 28 as an online event. The caucus provided an opportunity for attendees to hear discussions on collaborative solutions for funding trail projects, learn more about the state trails plan, and hear about projects to restore trails while addressing environmental and sustainability issues. Our own Jesse Simms hosted a panel discussion on funding for trails and Ben Donatelle and Katie Pruit gave a presentation about the state recreation and conservation plan. Director Duffy had the pleasure of welcoming attendees and learned a great deal throughout the course of the meeting.



RCO Takes Leadership Role in National Organization

In November, Director Duffy was honored to be elected to the Board of Directors for the National Association of State Outdoor Recreation Liaison Officers (NASORLO). This organization represents the states and territories and is a liaison to the National Park Service in its administration of the Land and Water Conservation Fund (LWCF). RCO uses the LWCF to provide grants for outdoor recreation and habitat conservation. The fund is intended to create and maintain a nationwide legacy of high-quality recreation areas and facilities, and to stimulate non-federal investments in the protection and maintenance of recreation resources across the United States. NASORLO members are appointed by governors to manage the state's Land and Water Conservation Fund grant program.



Employees Win Top Marks

Director Duffy had the pleasure of giving out two awards in early December for outstanding work by RCO employees. Justin Bush received the **Director's Award of Excellence**. The award is given to the person who embodies RCO's core values and competencies and exhibits outstanding leadership in carrying out the job or advancing the positive culture of RCO. Justin is the first person to receive nominations from people outside RCO. Justin was called out for his leadership in invasive species prevention, eradication, and management.



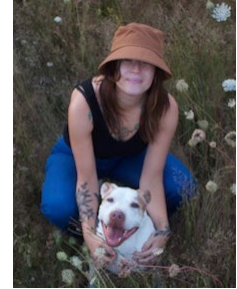
The Director's Achievement Award is given to an individual or team for outstanding work or completion of a critical project. This year's award went to RCO's administrative team of Kathleen Barkis, Kendall Barrameda, Anya Boettcher, Tammy Finch, Julia McNamara, Lan Nicolai, and Chris Popek. In response to current challenging times, these staff developed business processes that improved our operations, and they went beyond their normal duties to respond to phone calls and



general e-mails, distribute mail and packages, order supplies, and support all of us including the agency's board and council members. Way to go and thank you!

Staff Changes

Blake Brady joined RCO as an administrative assistant for the Grant Services Team in November. Raised primarily in Spokane, Blake made her way to Olympia by way of The Evergreen State College, where she focused on cultural studies and philosophy. Her career has ranged from bookkeeper to bartender, fitness instructor to front-of-house manager, and most recently as a charities program lead for the Office of the Secretary of State.



Sandy Dotts joined RCO in November as an outdoor grants manager in the Salmon Grants Section. She came to us from the Washington Department of Fish and Wildlife, where she has spent the past 21 years as both a habitat biologist and watershed steward in northeast Washington.



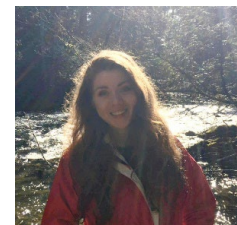
Ash Fansler joined the Policy Team as an administrative assistant in November. She has worked as an administrative assistant for an herb wholesaler and as an assistant office manager for International Hardwoods of Michiana. Ash also has been a web optimizer for a day spa and an Oregon camp counselor and lifeguard.



Bridget Kaminski joined RCO in November as an outdoor grants manager in the Salmon Grants Section. She spent the past 14 years at the Washington Department of Natural Resources as an aquatic land manager and natural resource technician in Jefferson and Clallam Counties. She has provided technical assistance on a wide variety of projects and reviewed many Salmon Recovery Funding Board projects on the Olympic Peninsula.



Deena Resnick joined RCO on December 20 as an administrative assistant to the Governor's Salmon Recovery Office, the Data Team, Information Technology Team, and the Fiscal Team. Deena has a bachelor of arts degree in environmental policy from Western Washington University and worked as an administrative assistant at the Bellingham Community Boating Center.



Henry Smith joined RCO January 1 as an outdoor grants manager for the Recreation and Conservation Grants Section. Henry served with AmeriCorps and worked for the Nisqually Land Trust and Pacific Education Institute. Currently, he coordinates environmental and educational AmeriCorps programs with the Washington Service Corps in the Department of Environmental Security. Henry has a bachelor's in environmental studies and is pursuing a master's in public administration.



News from the Boards

The **Habitat and Recreation Lands Coordinating Group's** November meeting was cancelled. The lands group will meet February 8.

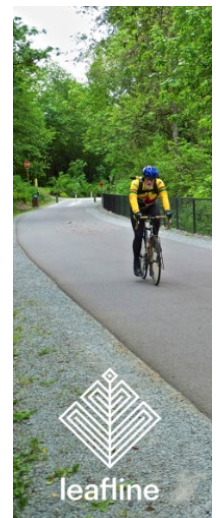
The **Invasive Species Council** met in December and heard reports about orca recovery, management of African clawed frog and green crab, northern pike suppression, and invasive species impacts on culturally significant foods. The council also recognized long-term council member Shaun Seaman, who is retiring from Chelan Public Utility District. At its September meeting, the council discussed two invasive species—spotted lanternfly and tree-of-heaven—and their risks to the environment and economy.

The **Salmon Recovery Funding Board** met for its final meeting of 2021 in December. During this meeting, board members suggested items to discuss at their retreat, which include the role that the board plays and its core functions. In addition, the board adopted the criteria for targeted investments and a carbon credits policy. New to the meeting was the inclusion of a 1-hour presentation from two regional organizations: The Hood Canal Coordinating Council and the Upper Columbia Salmon Recovery Funding Board. At its September meeting, the board approved funding for more than \$21 million in grants.

Grant Management Section

Leafline Trails Coalition Summit

The Leafline Trails Coalition, created in 2020, works to create a network of shared-use trails across the Puget Sound region to improve health, community, quality of life, mobility, and access for all. Marguerite Austin joined federal, state, and local agencies and nonprofit organizations who offer grants or loans for trails in presenting a webinar on October 13. The Leafline Trails Coalition Summit was designed to provide funding information to potential applicants in King, Kitsap, Pierce, and Snohomish Counties.



More than 50 participants joined the [webinar](#) that featured speakers from the Rails to Trails Conservancy, Washington Wildlife and Recreation Coalition, Emerald Alliance, the Puget Sound Regional Council, and the Washington State Department of Transportation. Following the webinar, RCO staff received calls from several participants who wanted to learn more about RCO's federal and state trail programs.

NASORLO Conference

DeAnn Beck headed to Carlisle, Pennsylvania in early October to attend the 2021 National Association of State Outdoor Recreation (NASORLO) Annual Conference and Training Sessions. Representatives from states and territories attended the 5-day conference that provided an opportunity for state administrators to discuss many issues including modernizing the LWCF program, improving the efficiency and effectiveness of state programs, and changes needed to help administer the additional funds available through the program. In addition to the training sessions, there was an opportunity to visit several historic sites, such as Gettysburg National Park, and funded LWCF sites to discuss resolving compliance issues, trail development, and environmental education. Director Duffy and compliance specialist Myra Barker attended the conference remotely.



National Outdoor Recreation Conference

Marguerite Austin, Leah Dobey, and Ben Donatelle attended the National Outdoor Recreation Conference. There were sessions on federal funding for recreation, diversity, equity and inclusion, justice and reconciliation, equity in recreation, health and wellness as benefits of outdoor recreation, trails, park use patterns during the pandemic, and much more. This virtual conference, held November 8-10, was sponsored by the Society of Outdoor Recreation Professionals who strive to protect our natural and cultural resources while providing sustainable recreation access.



Exhibit for the IACC Conference

RCO staff hosted an online exhibit October 19-21 as part of the annual Infrastructure Assistance Coordinating Council's (IACC) virtual conference. IACC is a nonprofit organization dedicated to helping communities identify and obtain resources they need to develop, improve, and maintain the infrastructure needed to enhance, preserve, and protect Washington's environment and quality of life. More than 200 attended the

conference that offered sessions on planning, federal stimulus funding, and grants and loans for water quality, transportation, community development and more.

Using Returned Funds for Alternate and Partially Funded Projects

The director has approved over \$2.8 million in grants for alternate and partially funded projects. The awards are comprised of unused funds from previously funded projects that did not use the full amount of their grant award. Attachment A, Funds for Alternate and Partially Funded Projects, shows the grant awards for alternate projects (Table A-1) and the additional funding for partially funded projects (Table A-2).

Project Administration

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

Program	Active Projects	Director Approved Projects	Total Funded Projects
Aquatic Lands Enhancement Account (ALEA)	39	3	42
Boating Facilities Program (BFP)	70	2	72
Boating Infrastructure Grant Program (BIG)	9	1	10
Community Forests Program (CFP)	2	4	6
Firearms and Archery Range Recreation (FARR)	16	1	17
Land and Water Conservation Fund (LWCF)	19	20	39
No Child Left Inside (NCLI)	81	3	84
Nonhighway and Off-road Vehicle Activities (NOVA)	122	42	164
Recreation & Conservation Office Recreation Grants (RRG)	6	1	7
Recreational Trails Program (RTP)	50	9	59
Washington Wildlife and Recreation Program (WWRP)	281	16	297
Youth Athletic Facilities (YAF)	62	16	78
Total	757	118	875

Viewing Closed Projects

Attachment B lists projects that closed between September 1 and December 15, 2021. Click on the project number to view the project description, grant funds awarded, photos, maps, reports, etc.

Attachments

Attachment A: Table of funds for alternately and partially funded projects

Attachment B: Table of closed projects from September 1-December 15.

Fiscal Report

For July 1, 2021-June 30, 2023, actuals through November 30, 2021 (Fiscal Month 05). Percentage of biennium reported: 20.8 percent. The "Budget" column shows the state appropriations and any received federal awards.

Grant Program	BUDGET	COMMITTED		TO BE COMMITTED		EXPENDITURES	
	Includes Re-appropriations 2021-2023	Dollars	% of Budget	Dollars	% of Budget	Dollars	% Expended of Committed
Grant Programs							
ALEA	\$19,152,000	\$18,254,710	95%	\$897,290	5%	\$1,423,083	8%
BFP	\$35,395,000	\$32,503,872	92%	\$2,891,128	8%	\$1,848,055	6%
BIG	\$4,894,722	\$4,894,722	100%	\$0	0%	\$27,170	1%
FARR	\$1,742,000	\$1,294,045	74%	\$447,955	26%	\$23,865	2%
LWCF	\$5,876,000	\$5,876,000	100%	\$0	0%	\$804,881	14%
NOVA	\$19,270,000	\$18,341,123	95%	\$928,877	5%	\$1,055,351	6%
RTP	\$5,012,157	\$4,969,964	94%	\$42,193	6%	\$590,642	12%
WWRP	\$198,928,000	\$188,403,658	95%	\$10,524,342	5%	\$6,424,373	3%
RRG	\$5,991,000	\$5,699,437	99%	\$291,563	1%	\$111,080	2%
YAF	\$21,422,000	\$19,434,075	91%	\$1,987,925	9%	\$2,346,916	12%
Subtotal	\$317,682,879	\$299,671,606	94%	\$18,011,273	6%	\$14,655,416	5%
Administration							
General Operating Funds	\$9,804,831	\$9,804,831	100%	\$0	0%	\$1,707,498	17%
Grand Total	\$327,487,710	\$309,476,437	95%	\$18,011,273	5%	\$16,362,914	5%

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

Board Revenue Report:

For July 1, 2021-June 30, 2023, actuals through October 31, 2021 (Fiscal Month 04).
 Percentage of biennium reported: 16.6%.

Program	Biennial Forecast		Collections
	Estimate	Actual	% of Estimate
Boating Facilities Program (BFP)	\$18,888,929	\$3,311,420	17.5%
Nonhighway, Off-Road Vehicle Program (NOVA)	\$13,965,180	\$2,436,664	17.5%
Firearms and Archery Range Rec Program (FARR)	\$662,320	\$92,072	13.9%
Total	\$33,516,429	\$5,840,156	17.4%

Revenue Notes:

- BFP revenue is from the un-refunded marine gasoline taxes.
- NOVA revenue is from the motor vehicle gasoline tax paid by users of off-road vehicles and nonhighway roads, and from the amount paid for by off-road vehicle use permits.
- FARR revenue is from \$2.16 of each concealed pistol license fee.
- These figures reflect the most recent revenue forecast in November 2021. The next forecast will be in March 2022.

WWRP Expenditure Rate by Organization (1990-Current)

Agency	Committed	Expenditures	% Expended
Local Agencies	\$353,971,973	\$310,873,338	88%
Department of Fish and Wildlife	\$234,202,548	\$202,568,478	86%
Department of Natural Resources	\$200,544,485	\$153,687,500	77%
State Parks and Recreation Commission	\$168,409,145	\$133,586,478	79%
Nonprofits	\$51,064,982	\$33,166,614	65%
Conservation Commission	\$5,709,899	\$1,547,003	27%
Tribes	\$2,807,431	\$1,741,411	62%
Other			
Special Projects	\$735,011	\$735,011	100%
Total	\$1,017,445,474	\$837,905,833	82%

Performance Measures for Fiscal Year 2022

The following performance data are for recreation and conservation projects in fiscal year 2022 (July 1, 2021 – June 30, 2022). Data current as of December 17, 2021.

Recreation and Conservation Funding Board Performance Measures

Measure	Target	Fiscal Year-to-Date	Status	Notes
Grant agreements mailed within 120 days of funding	90%	76%	●	219 of 287 agreements have been mailed on time this fiscal year.
Grants under agreement within 180 days of funding	95%	33%	●	1 of 3 projects were under agreement within 180 days.
Progress reports responded to within 15 days	90%	91%	●	RCFB staff received 377 progress reports and responded to them in an average of 8 days.
Projects closed within 150 days of funding end date	85%	64%	●	30 of 47 projects have closed on time.
Projects in Backlog	5	29	●	There are 29 RCFB projects in the backlog
Compliance inspections done	125	66	●	There have been 66 worksites inspected.

Funds for Alternate and Partially Funded Projects

Table A-1: Funds for Alternate Projects,

Project Number ⁱ	Project Name	Sponsor	Grant Request	Grant Award	Grant Program, Category
20-2153A	Southshore Public Waterfront	Aberdeen	\$321,900	\$321,900	Boating Facilities Program, Local
20-2384D	Kingston Guest Moorage Floats	Port of Kingston	\$421,250	\$392,944	Boating Facilities Program, Local
20-2200E	Naches Ranger District Off-Highway Vehicle Education and Enforcement Rangers	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	\$200,000	\$200,000	Nonhighway and Off-road Vehicle Activities, Education and Enforcement
20-2319D	Friends Landing Bridge Renovation	Port of Grays Harbor	\$150,000	\$150,000	Nonhighway and Off-road Vehicle Activities, Nonhighway Road
20-2028M	Mountain Loop Trailhead and Trail Maintenance	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Darrington Ranger District	\$150,000	\$150,000	Nonhighway and Off-road Vehicle Activities, Nonmotorized
20-2241D	Tiger Summit Trailhead Renovation and Addition	Washington Department of Natural Resources	\$200,000	\$200,000	Nonhighway and Off-road Vehicle Activities, Nonmotorized

Table A-2: Funds for Partially Funded Projects

Project Number ⁱ	Project Name	Sponsor	Grant Request	Previous Grant Awards	Current Grant Funding	Grant Program, Category
20-2119D	Jackson Beach Parking Overlay and Restroom Upgrade	Port of Friday Harbor	\$330,750	\$207,806	\$330,750	Boating Facilities Program, Local
20-2142D	Silverdale Launch and Dock Facilities Upgrades	Port of Silverdale	\$1,000,000	\$628,288	\$1,000,000	Boating Facilities Program, Local

Project Numberⁱ	Project Name	Sponsor	Grant Request	Previous Grant Awards	Current Grant Funding	Grant Program, Category
20-2189D	Stuart Island-Reid Harbor Moorage Replacement	Washington State Parks and Recreation Commission	\$1,872,500	\$1,843,000	\$1,872,500	Boating Facilities Program, State
20-2301E	Wilderness and Backcountry Enchantments Emphasis	U.S Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	\$136,310	\$105,585	\$136,310	Nonhighway and Off-road Vehicle Activities, Education and Enforcement
20-2008E	Pacific Cascade Region Education and Enforcement	Washington Department of Natural Resources	\$190,000	\$147,173	\$190,000	Nonhighway and Off-road Vehicle Activities, Education and Enforcement
20-2260E	Riverside Education and Enforcement	Washington Department of Natural Resources	\$164,256	\$127,232	\$164,256	Nonhighway and Off-road Vehicle Activities, Education and Enforcement
20-2185D	Eagles Nest Vista Development	Washington Department of Natural Resources	\$140,000	\$134,360	\$140,000	Nonhighway and Off-road Vehicle Activities, Nonhighway Road
20-2234M	Skykomish Ranger District Trail Maintenance	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Skykomish Ranger District	\$150,000	\$87,706	\$150,000	Nonhighway and Off-road Vehicle Activities, Nonmotorized
20-1957M	Tahuya and Green Mountain Trail and Facilities Maintenance	Washington Department of Natural Resources	\$200,000	\$121,637	\$200,000	Nonhighway and Off-road Vehicle Activities, Off-Road Vehicle
20-1645D	Van Lierop Park Playground	Puyallup	\$500,000	\$490,838	\$500,000	Washington Wildlife and Recreation Program, Local Parks
20-1593A	Mount Spokane Bear Creek	Washington State Parks and Recreation Commission	\$2,724,200	\$1,927,976	\$2,724,200	Washington Wildlife and Recreation Program, State Parks

ⁱA=Acquisition, C=Acquisition and Development, D=Development, E=Education/Education and Enforcement, M=Maintenance, O=Operation R=Restoration

Projects Completed and Closed from September 1, 2021 to December 15, 2021

Project Number ⁱ	Project Name	Sponsor	Program	Closed On
19-1135E	Young Women Empowered Nature Connections 2019-20	Young Women Empowered	No Child Left Inside, Tier 2	10/19/2021
19-1029E	YMCA of Greater Seattle BOLD/GOLD	YMCA of Greater Seattle	No Child Left Inside, Tier 3	12/15/2021
16-1918D	Bidwell Park Development	Spokane County	Land and Water Conservation Fund	12/6/2021
18-2427E	Riverside State Park Education and Enforcement 2018-2020	Washington State Parks and Recreation Commission	Nonhighway and Off-road Vehicle Activities, Education and Enforcement	12/15/2021
18-2323M	2018 Statewide Backcountry Trail Maintenance	Washington Trails Association	Recreational Trails Program, General	12/1/2021
18-2345M	Eastern Washington Volunteer Trail Maintenance 2019-2021	Evergreen Mt Bike Alliance	Recreational Trails Program, General	12/10/2021
18-2445M	North Olympic Land Trust Trail Maintenance Bundle	North Olympic Land Trust	Recreational Trails Program, General	11/17/2021
18-2476M	Pacific Crest National Scenic Trail Restoration	Pacific Crest Trail Association	Recreational Trails Program, General	12/15/2021
19-1462A	Breiler Ranch: Douglas County	Chelan-Douglas Land Trust	Washington Wildlife and Recreation Program, Farmland Preservation	9/23/2021
19-1526A	Tillman Farm	Forterra	Washington Wildlife and Recreation Program, Farmland Preservation	12/9/2021

Project Number ⁱ	Project Name	Sponsor	Program	Closed On
18-1754A	Sakai Park	Bainbridge Island Metropolitan Park and Recreation District	Washington Wildlife and Recreation Program, Local Parks	12/7/2021
20-1347A	Wildboy Forest and Kwoneesum Dam Acquisition	Columbia Land Trust	Washington Wildlife and Recreation Program, Riparian Protection	10/26/2021
18-1319D	Olympic Discovery Trail: Hill Street Segment	Port Angeles	Washington Wildlife and Recreation Program, Trails	10/21/2021
18-1451D	Zakheim Youth Sports Complex	Spokane Youth Sports Association	Youth Athletic Facilities, Large	10/11/2021

ⁱ A=Acquisition, C=Acquisition and Development, D=Development, E=Education/Education and Enforcement, M=Maintenance, O=Operation R=Restoration



Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2022

Title: Compliance Report

Prepared By: Myra Barker, Compliance Specialist

Summary

Staff will provide an update on the agency's compliance program and share the 2022 compliance inspection strategy.

Board Action Requested

This item will be a:

Request for Decision

Request for Direction

Briefing

Background

The agency's compliance program helps to ensure that sponsors and funded project areas remain in compliance with their grant agreements. This occurs in two primary ways:

- Communication between the Recreation and Conservation Office (RCO) and project sponsors; and,
- Through RCO site inspections.

The majority of compliance work is done by the agency's two compliance staff, who contact and respond to sponsors on new and unresolved compliance issues on an ongoing basis.

Outdoor Grants Managers (OGM) also have a compliance role as they regularly communicate with applicants and sponsors throughout the life of active projects. Their work on compliance is limited though, due to their overall workload, which primarily focuses on grant applications and active project management.

Determining Compliance

The intended purpose and use of a grant project area establishes the basis for determining compliance. The laws¹ and administrative rules² for the funding boards and the agency require prior approval of a change in use other than what was originally approved.

The intended purpose and use of a project area are originally defined by the grant applicant during the application phase. They are further defined when the applicant responds to the grant program evaluation criteria. Finally, when a project receives funding, the intended purpose and use is incorporated into the grant agreement.

Changes in the intended use of a project area are created by a variety of conditions, actions, or inaction. Staff apply the board's compliance policies (Attachment A) when a change is discovered and/or when a sponsor notifies RCO of plans to change the original intended use of the project area.

These board adopted compliance policies (Attachment A) allow for flexibility in responding to a sponsor's decision to change uses of a project area. There are three main policies:

- allowable use;
- exception to conversion; and
- conversion policies.

The allowable use and exception to conversion policies permit a change in use of a portion of a project area without requiring replacement, while the conversion policy, consistent with the laws and administrative rules on conversion, requires replacement for the converted area.

Compliance Portfolio

The long-term obligation or compliance period applies to acquisition, development or renovation, and restoration project types. The compliance period varies by grant program and ranges from 10 years to perpetuity.

There are over 6,100 worksites in the Compliance Portfolio. By project type, acquisition projects and development projects each represent 40 percent of the portfolio, and restoration projects, represent the remaining 20 percent. (Attachment B)

¹ RCW 79A.15.030(9), RCW 79A.25.100

² WAC 286-13, WAC 420-12

Recreation and Conservation Funding Board (RCFB) and Office outdoor recreation and habitat conservation projects represent 74 percent of the Compliance Portfolio. Salmon Recovery projects, the majority of which are restoration projects, represent 26 percent (Attachment C). Of note, salmon restoration projects have a 10-year compliance period.

2021 Compliance Report

RCO's goal in 2021 was to complete 500 compliance inspections with a focus on inspecting acquisition projects and Land and Water Conservation Fund (LWCF) projects. The challenges associated with the pandemic hampered our ability to meet this goal. Staff did not resume compliance inspections until mid-February.

At the time this memo was written, staff had completed 319 project inspections. Most of these inspections were conducted by the Compliance Assistant.

Overall, 107 acquisition projects, 188 development projects, and 24 restoration projects were inspected. Of those, 89% were RCFB project areas and 11% salmon project areas.

Staff will be completing inspections through the end of 2021 and will provide the final total of inspections completed at the January meeting.

Over the course of 2021 staff closed a total of 51 compliance issues which included:

- one RCFB approved conversion;
- four Director approved conversions;
- four (4) allowable use requests; and
- seven (7) approved exceptions to conversions.

2022 Compliance Program Strategy

Inspections

RCO's goal is to conduct a compliance inspection for a project every 5 years³ using a rotating process of in-field inspections and desk reviews. There are approximately 3,700 worksites that are due for an inspection.

For 2022, our overall goal is to complete 500 inspections. The priority remains inspecting acquisition sites, with emphasis on those funded by federal grants. We have 313 LWCF acquisition sites and 267 salmon acquisition sites that are due for inspection.

³ The 5-year cycle is consistent with the requirements of the Land and Water Conservation Fund (LWCF) post-completion inspection policy.

The emphasis is on projects with federal funding as new federal reporting requirements require a report per parcel for property acquired with federal grants. There are approximately 580 acquisition worksites (RCFB, SRFB, Office-funded), many with multiple parcels, that have a federal nexus.

2022 Inspection goals

- Compliance Assistant - inspect projects funded by the RCFB and SRFB, 50 percent of which are LWCF sites.

Goal – 300 inspections

- RCFB OGMs - Inspect acquisition projects focusing on sites funded with Land and Water Conservation Fund (LWCF)/Bonds (State) and Washington and Wildlife Recreation (WWRP) grants.

Goal - 100 inspections

- SRFB OGMs - Inspect federally funded acquisition projects.

Goal - 100 inspections

All OGMs will be focused on a full application cycle in 2022 and that impacts staff's ability to conduct compliance inspections and work on compliance issues.

Unresolved Compliance Issues

There are currently 213 open (unresolved) compliance issues, 77 of which are conversions in various stages ranging from preliminary (possible) to pending (known). The most common issues include undeveloped sites (property that was acquired for development), lack of current Firearms and Archery Range Recreation (FARR) liability insurance, no public access, and ineligible structures.

We prioritize working with sponsors with existing compliance issues who are seeking new grant funding and those with active grants. It is important to note that resolving compliance issues relies on a sponsor's willingness and resources available to work with RCO.

Next Steps

Staff will implement the 2022 Inspection Strategy.

Staff will provide updates to the board as requested.

Attachments

Attachment A: Compliance policies

Attachment B: Compliance portfolio by project type

Attachment C: Compliance portfolio by grant program

Attachment D: Grant sponsors with compliance obligations

Attachment E: Grant sponsors with compliance obligations by sponsor type

Attachment A: Compliance Policies

Allowable Use Policy⁴

RCO grants support Washington State's habitat and outdoor recreation resources. Use of a project site must have no overall impairment to the habitat or outdoor recreation resource funded by RCO.

To be in compliance with the grant, use of grant-assisted project site must be one of the following:

- Identified in the grant agreement.
- Allowed by RCO policy.
- Approved by RCO or the funding board.

For the use to be approved by RCO or the funding board, it must meet all of the following criteria:

- The use must be consistent with the essential purposes of the grant (i.e., consistent with the grant agreement and grant program).
- All practical alternatives to the use, including the option of no action, must have been considered and rejected on a sound basis.
- The use must achieve its intended purpose with the least possible impact to the habitat or outdoor recreation resource.
 - If the use impacts the type of resource the grant is designed to protect (habitat or outdoor recreation), it must provide at least equivalent benefits to that type of resource so there is no overall impairment.

To remain in compliance with the grant, the project site use must continue in the manner approved by RCO. This policy does not modify other RCO policies, such as cultural resource policies.

⁴ Manual 7 Long-term Obligations

*Exceptions to Conversion*⁵

Under certain circumstances, a change in the use or function of a project area may be considered an exception to conversion.⁶

A sponsor may request RCO review for an exception to conversion for the actions below when demonstrating the action will have no permanent impact to the intended purpose, use, and function of the project area. RCO will consider the cumulative impacts of previously approved exceptions and encumbrances.

Exceptions that may be considered include the following:

- Relocation of an easement that would benefit the intended purpose and use of the project area, with restoration in a specified period of time.
- Right-of-way for road improvements that improve access to the project area.
- Underground utility easement for electrical, fiber optic, sewer, stormwater, or water, with restoration in a specified period of time.
- Temporary construction easement, with restoration in a specified period of time.
- Levee and related infrastructure relocation that expand and support the original habitat purpose of the project. A levee may consist of a landform or structure such as an embankment, dike, road, or similar structure that inhibits natural floodplain or tidal processes. Related infrastructure relocation may include easements for rights-of-way for roads, utilities, and other infrastructure. This exception is limited to sites funded for habitat conservation or restoration purposes.
- Granting utility permits. After determining that a pipe or power line will have no adverse effect on present and future public recreation or habitat use of a project site, any permit issued must include the following:
 - Not be an easement giving property rights to a third party.⁷
 - State that the pipe or power line will be underground.

⁵ Manual 7 Long-term Obligations

⁶ Recreation and Conservation Funding Board Resolution 2019-05. Additionally, this policy does not apply to the Land and Water Conservation Fund. The National Park Service policy does not exempt these actions from conversion.

⁷Underground easements may be considered an exception to conversion as described above.

- Require that the third party give prior notice to and receive approval from the sponsor to enter the site for construction or maintenance. Regular maintenance checks and the method of performance (which must not involve disruption of any recreation or habitat conservation function), must have prior approval based on a schedule. Emergency maintenance would not normally require prior notification and approval. Adequate assurance of surface restoration also is necessary.
- State a duration for construction and include language that allows setting a duration for reconstruction.
- Non-permanent, non-conforming use or temporary closure. A non-permanent, non-conforming use that will have minimum impact to the project area (or portion of) from 180 days to 2 years must be reviewed by RCO and may be approved by the director. The project area impacted must be restored⁸ in a specified period of time following the use. The board may approve an extension of the non-permanent, non-conforming use.

Conversion Policy⁹

A conversion occurs when one or more of the following takes place, whether affecting an entire site or a portion of a site funded by RCO:

- Permanent property interests are conveyed for non-public, outdoor recreation, habitat conservation, or salmon recovery uses.¹⁰
- Permanent property interests are conveyed to a third party not eligible to receive grants in the program from which funding was derived.¹¹
- Non-outdoor recreation, habitat conservation, or salmon recovery uses (public or private) are made in a manner that impairs the originally intended purposes of the project area.
- Non-eligible indoor facilities or non-eligible structures are built in the project area.

⁸The portion of the project area impacted by the action is returned to its original (or better) surface condition.

⁹ Manual 7 Long-term Obligations

¹⁰Unless approved as an Exception to Conversion. See Exception to Conversion section.

¹¹An exception is allowed under Salmon Recovery Funding Board rules: Property acquired for salmon recovery purposes may be transferred to federal agencies, provided the property retains adequate habitat protections, and with written approval.

- Public use of the property or a portion of the property acquired, developed, or restored with an RCO grant is terminated unless public use was not allowed under the original grant.
- If a habitat project, the property, or a portion of the property acquired, restored, or enhanced no longer provides the environmental functions for which RCO funds were approved originally.

A conversion requires replacement. Replacement requirements vary by program and project type but, at a minimum, must provide equivalent value and reasonably equivalent usefulness. The replacement must be eligible in the grant account or category that funded the original project.

A sponsor may not use RCO funding to purchase replacement land or develop replacement facilities or for replacement of restoration activities on the replacement project area. Grants may be used to develop or restore replacement property only for acquisition projects that have been converted.

High-Risk Sponsor Policy

The director may recommend to the funding board that a sponsor with unresolved conversion projects be designated a “high-risk sponsor.” A sponsor may be designated as high risk if it meets the following tests:

- Has one or more unresolved conversions of which the combined Recreation and Conservation Funding Board and Salmon Recovery Funding Board dollar total exceeds \$1 million or 25 percent of all Recreation and Conservation Funding Board and Salmon Recovery Funding Board funds received by that sponsor, whichever dollar amount is less (NOT including local match or contribution) OR
- Has a conversion of any size or amount that has been unresolved for 2 or more years after notification by the RCO, AND
- Has no record of substantial progress towards resolving outstanding conversions.

Substantial Progress

After recommendation by the director, the funding board will decide if a sponsor shows a record of substantial progress.

Substantial progress is indicated when a sponsor has (1) expressed, in writing, a willingness to replace the converted property or remedy the conversion and (2) has taken specific and timely actions as stipulated by RCO. These actions may include, but

are not limited to, identifying potential replacement property, convening a task force, or assigning staff, demonstrating an adequate public involvement process, ordering appraisals or appraisal reviews, or other relevant actions.

Notice to Sponsors

Before making a recommendation to the funding board, the director will notify a sponsor in writing that it is responsible for one or more unresolved conversions and that the director is recommending that it be designated as "high risk."

- The funding board, as appropriate, shall consider the director's recommendation in an open public meeting.
- Sponsor notification will occur at least 30 days before the board meeting and will include the date and time of the meeting, specific project references, and actions that will constitute substantial progress.
- If the board chooses to designate a sponsor as "high risk," the director will notify the sponsor in writing.

Applying for New Grants

A high-risk sponsor still may apply and compete for additional grants for one grant cycle or calendar year from the date of designation (whichever is longer). After that time, RCO will not accept grant applications from the sponsor until the high-risk designation is removed.

If a high-risk sponsor's new application is successful, the sponsor will be given 90 days following the funding board's funding meeting to have the high-risk sponsor designation removed pursuant to "Removal of Designation" section below.

If, after 90 days the sponsor still has the high-risk designation, RCO will not issue the grant agreement and the funds will be redistributed pursuant to board policy.

Removal of Designation

If a sponsor believes that it should no longer be designated as "high-risk," it may petition the director to remove the designation.

The director shall have authority to remove the designation if he/she determines that the conversion has been fully resolved.

If the conversion has not been fully resolved, the director shall refer the decision to funding board if he/she concludes that the sponsor made substantial progress toward

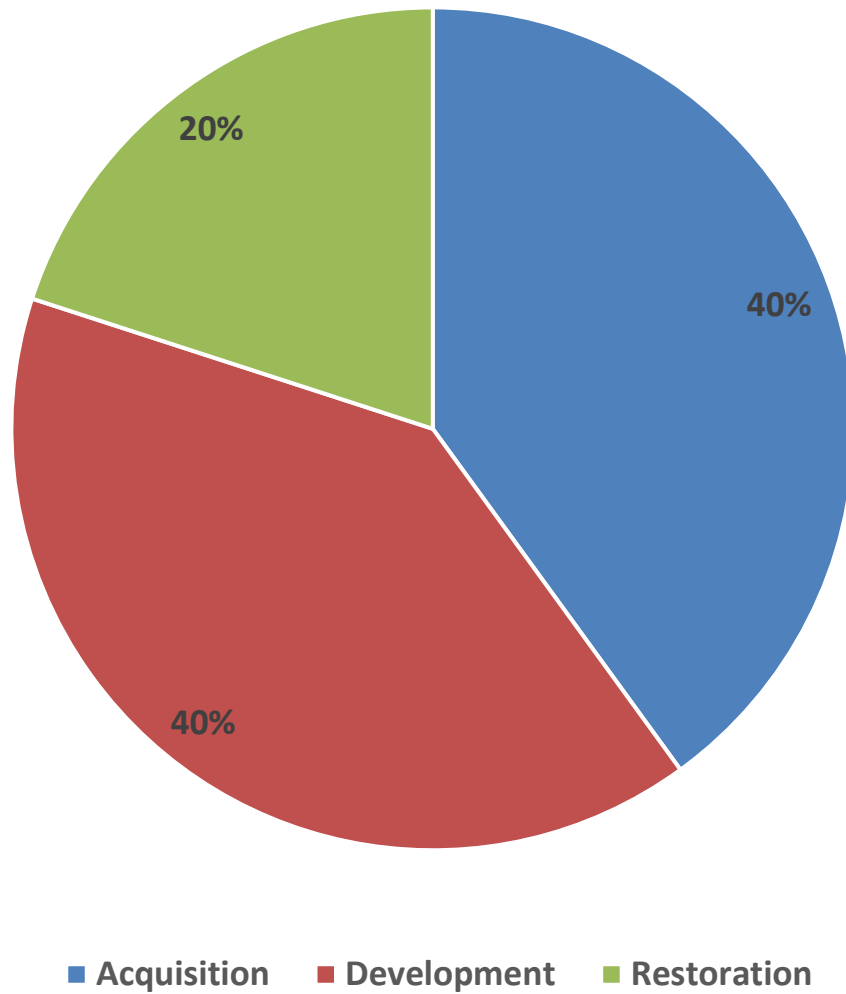
resolving the conversion or has other legitimate reasons why the high-risk designation might be removed.

Additional Compliance Policies

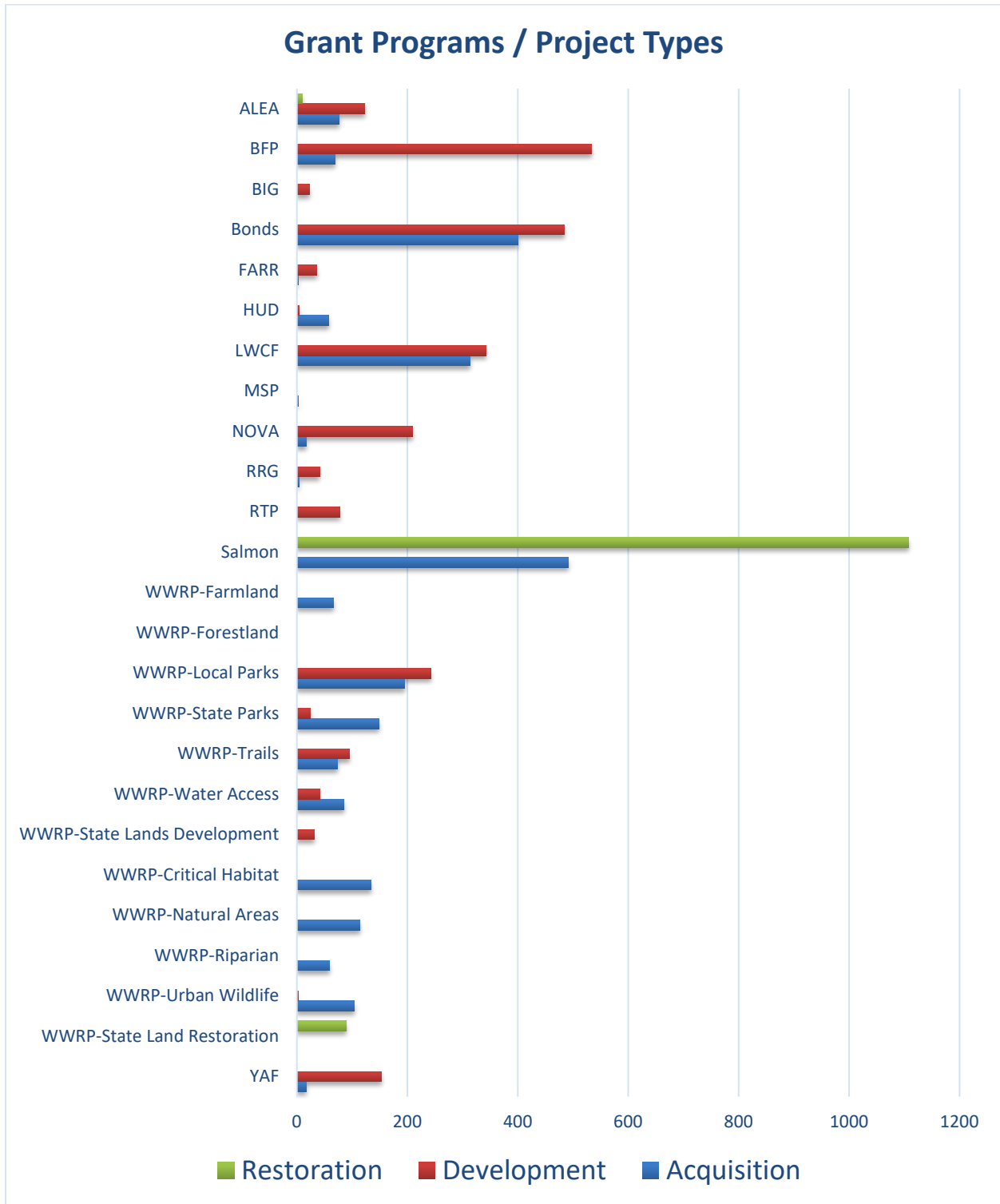
The board has adopted compliance policies for specific grant programs. Those include the Boating Facilities Program, Use Certification, WWRP – Local Parks, Telecommunications Equipment, and WWRP – Critical Habitat, Grazing.

Attachment B: Compliance Portfolio – Project Types

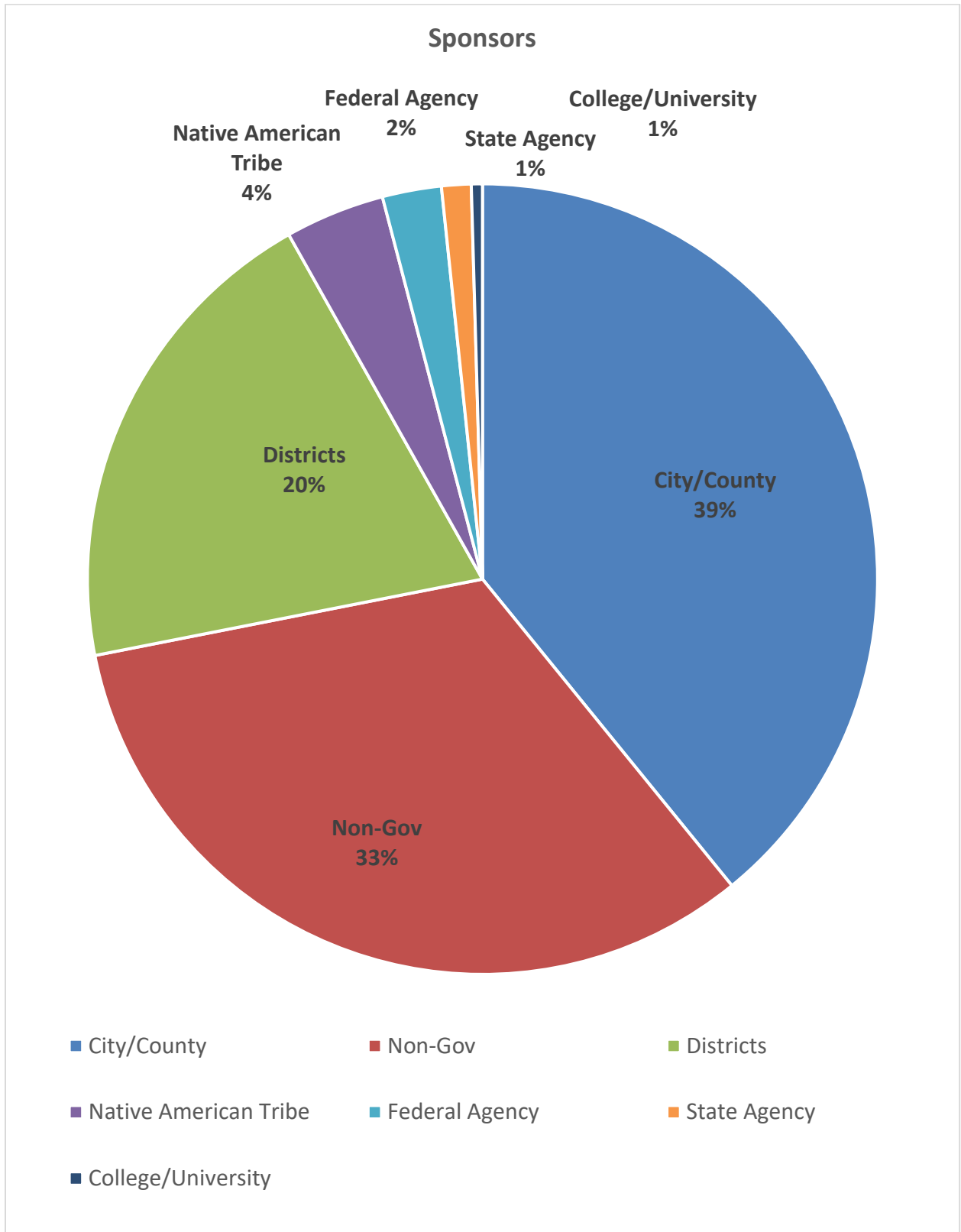
Project Types



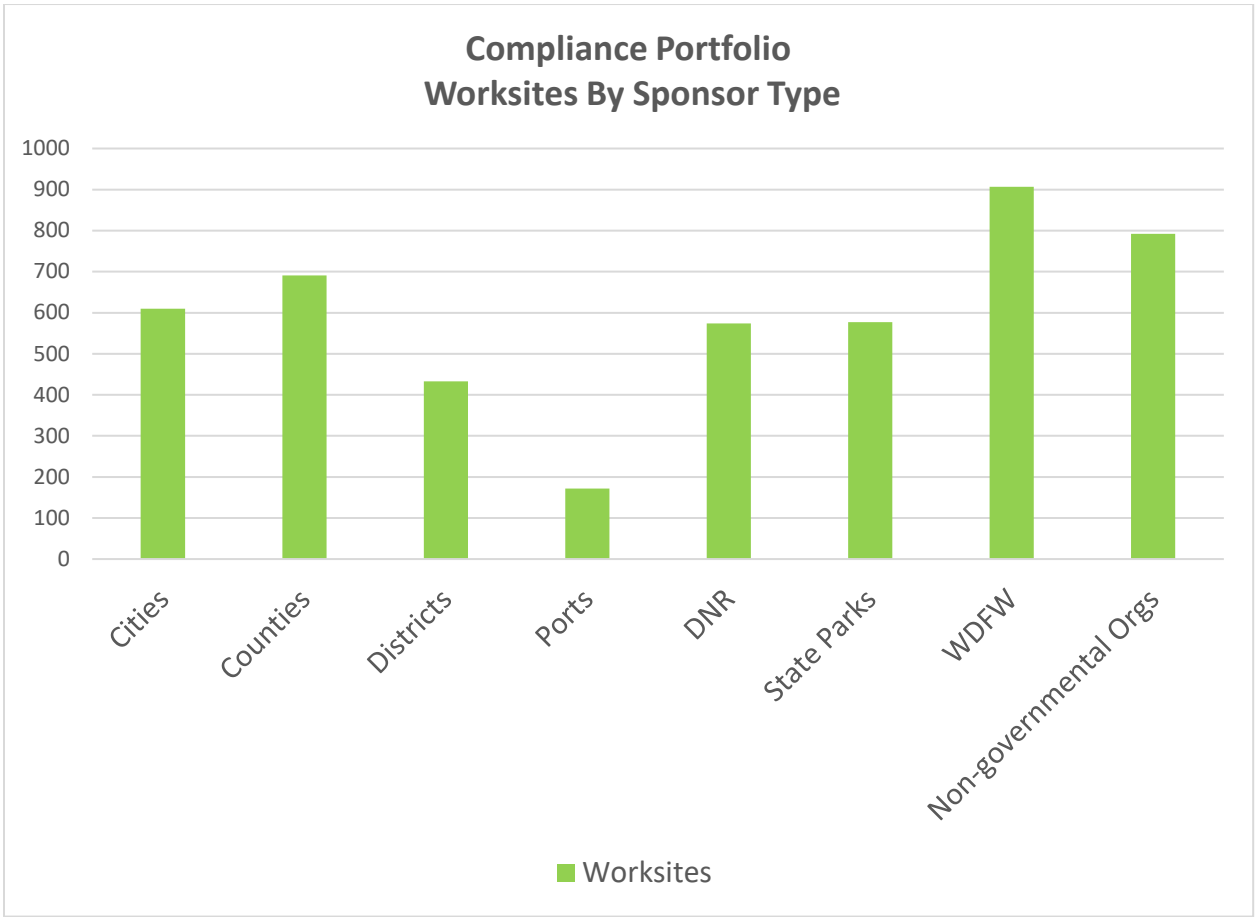
Attachment C: Compliance Portfolio – Grant Programs



Attachment D: Grant Sponsors with Compliance Obligations



Attachment E: Grant Sponsors with Compliance Obligations by Sponsor Type





Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2021

Title: Land and Water Conservation Fund: Increasing the Grant Limit

Prepared By: Marguerite Austin, Recreation and Conservation Section Manager
Alison Greene, Outdoor Grants Manager

Summary

This memo provides options for the Recreation and Conservation Funding Board to consider regarding increasing the grant limits for the Land and Water Conservation Fund (LWCF). Staff is asking for board approval of an increase in the grant limits as recommended and supported by public comment.

Board Action Requested

This item will be a:

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

Resolution: 2022-02

Purpose of Resolution: Approval of increased grant limits for LWCF.

Background

The Land and Water Conservation Fund (LWCF) is a federal grant program administered by the National Park Service (NPS). The program provides grants to states to preserve and develop outdoor recreation resources for current and future generations. RCO administers this competitive grant program on behalf of Washington State and makes grants available to state and local agencies. The Recreation and Conservation Funding Board (board) adopts the policies that govern our state's program.

RCO staff asked the board if it would consider increasing the grant limits for LWCF. At the June ([Item 7](#)) and October ([Item 6](#)) 2021 meetings, staff briefed the board about revenues increasing for the program and shared several reasons why this program may not be as appealing to potential applicants. Here are some key factors:

- At least 50 percent of the total project cost must come from other non-federal sources, unlike some of the board's other programs, which require less match or provide a potential reduced match opportunity.
- Rising land costs and construction costs make the current \$500,000 grant limit less appealing.
- The federal program requirements (completing cultural resources review and providing all the environmental documentation before NPS awards grants) make this a more challenging program for most applicants. RCO received 12 to 23 applications for the past five cycles compared to between 44-91 applications for the Washington Wildlife and Recreation Program's Local Parks Category.
- The heavy administrative burden to apply for and receive this federal funding compared to other grant programs at RCO (at least double the hours needed).
- The long-term obligations associated with LWCF often entail a larger area for protection compared to state funded grant, which may dissuade some applicants.
- The timeline to receive these federal funds is variable and can sometimes take up to 15 months longer than state funded grants through RCO.

Staff also highlighted reasons for increasing the limits, which include the following:

- The board established the \$25,000 minimum and \$500,000 maximum grant limits over 20 years ago.
- The limits have not kept up with inflation or escalating costs for implementing funded projects.
- The percent of projects where applicants requested the maximum grant amount of \$500,000 rose from 33 to 83 percent over the last five cycles (2012-2020).
- The amount of federal grant funds available to the State of Washington is steadily increasing. With the passage of the federal Great American Outdoors Act ([GAOA](#)) in 2020 and increased Gulf of Mexico Energy Security Act ([GOMESA](#)) funding, the apportionment rose from \$1.7 million for the 2012 projects to \$10.7 million for the 2020 projects. RCO now anticipates receiving \$10 to \$12 million each biennium.
- Recently, there have not been enough applications to use all available funds.
- Offering larger grants could make this program more attractive to potential applicants and more competitive.
- Providing larger grants in this program could potentially free up funds in other programs for smaller or less costly projects.

- A more competitive program potentially means allocation of all available dollars and possibly a list of alternates ready to use unspent funds if a higher ranked project is unable to move forward.

Following staff's briefings and board discussions that involved giving specific direction regarding the options proposed, the board agreed to consider increasing the limits after reviewing public comments on the options.

Options for Consideration

The following options for the minimum and maximum grant limits were put forward for public comment.

Minimum Grant Request

The increase in minimum request amount is meant to capture the rising costs of construction and acquiring land, as well as the administrative burden to apply for LWCF funding. The current minimum grant request is \$25,000.

There were two options for consideration:

Option 1: \$100,000 minimum, regardless of the maximum grant limit.

Option 2: 10% of the maximum grant limit, or \$200,000 if there is no grant maximum. For example, if the maximum limit is \$1,500,000 then the minimum would be \$150,000.

Maximum Grant Request

Increasing the maximum limit for all project types acknowledges escalating construction and land acquisition costs, provides for utilizing all available funds, and creates a more competitive grant program. The four options considered also lessen the overall administrative burden for applicants and RCO staff as fewer federal applications would be submitted to the National Park Service. The current maximum limit is \$500,000.

There were four options for consideration:

Option A: \$1,500,000 maximum

Option B: \$2,000,000 maximum

Option C: \$1,500,000 maximum for an acquisition or development project and a \$2,000,000 maximum for a combination (acquisition and development) project.

Option D: No maximum

The questions to the public asked which option was preferred for the minimum and maximum grant limits and gave an option for proposing something different. We

explained that the board could choose to retain the current minimum and maximum amounts, although there was consensus from board members that the limits should be increased.

Other Options

Other options considered and discarded were to: create tiers of funding based on the amount of grant funds requested, set different maximum amounts for different project types, and limit use of other RCO grants as match.

These options were not shared with the public. After completion of the recreation equity study in 2022 and adoption of the state comprehensive outdoor recreation plan, the board may want to reconsider these when it determines the overall priorities and selection process for the LWCF program.

Public Comment

RCO staff requested public comments on increasing the LWCF grant limits as discussed during the board's October 2021 meeting. The proposal was posted on RCO's Web site, and notice was sent on November 30, December 1, and December 13 to the LWCF Advisory Committee and an email distribution list of nearly 3,000 individuals and organizations. Public comments summarized here are those submitted by December 18.

Staff shared two options for increasing the minimum grant request and four options for increasing the maximum grant request as shown above. Under both options, staff indicated that respondents could propose an alternate idea.

In total, RCO received 35 responses. Four were not directly responding to the grant limit changes, and four respondents expressed overall general support for the increases but did not specify preferences. Therefore, the following graphs show the data from 27 responses. Please note that all public comments received are included in Attachment B.

There was resounding support for grant limit increases for the LWCF program. There were no comments in opposition to the increase.

Graph 1: Summary of Minimum Grant Request Preferences from the Public

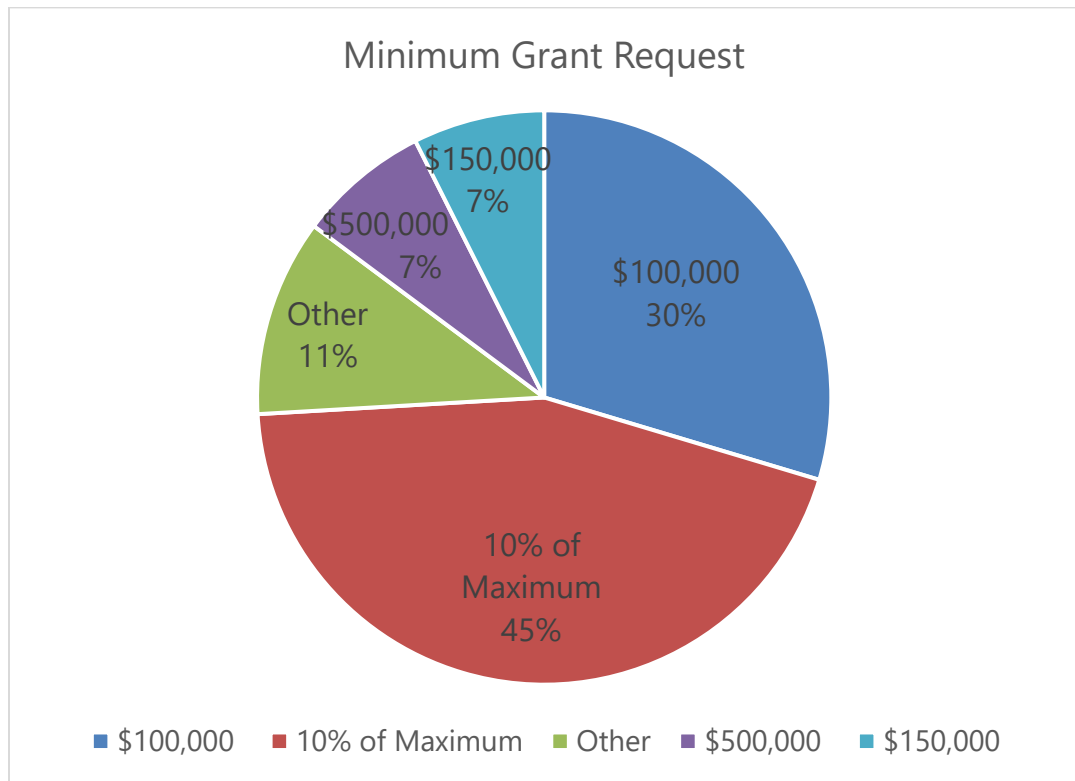
There were two options (plus "something else") for consideration. The public added options 3, 4, and 5.

Option 1: \$100,000 minimum, regardless of the maximum grant limit.

Option 2: 10% of the maximum grant limit, or \$200,000 if there is no grant maximum.

Option 3: \$150,000 minimum, regardless of the maximum grant limit.

Option 4: \$500,000 minimum, regardless of the maximum grant limit.
Option 5: Other.



The option with the most support is Option 2 for grant minimum request that equals 10% of the maximum grant limit or \$200,000 if there is no maximum. The "other" option included no minimum or support for either option.

Graph 2: Summary of Maximum Grant Request Preferences

There were four options (plus "something else") for consideration. The public added the one other, Option E.

Option A: \$1,500,000 maximum

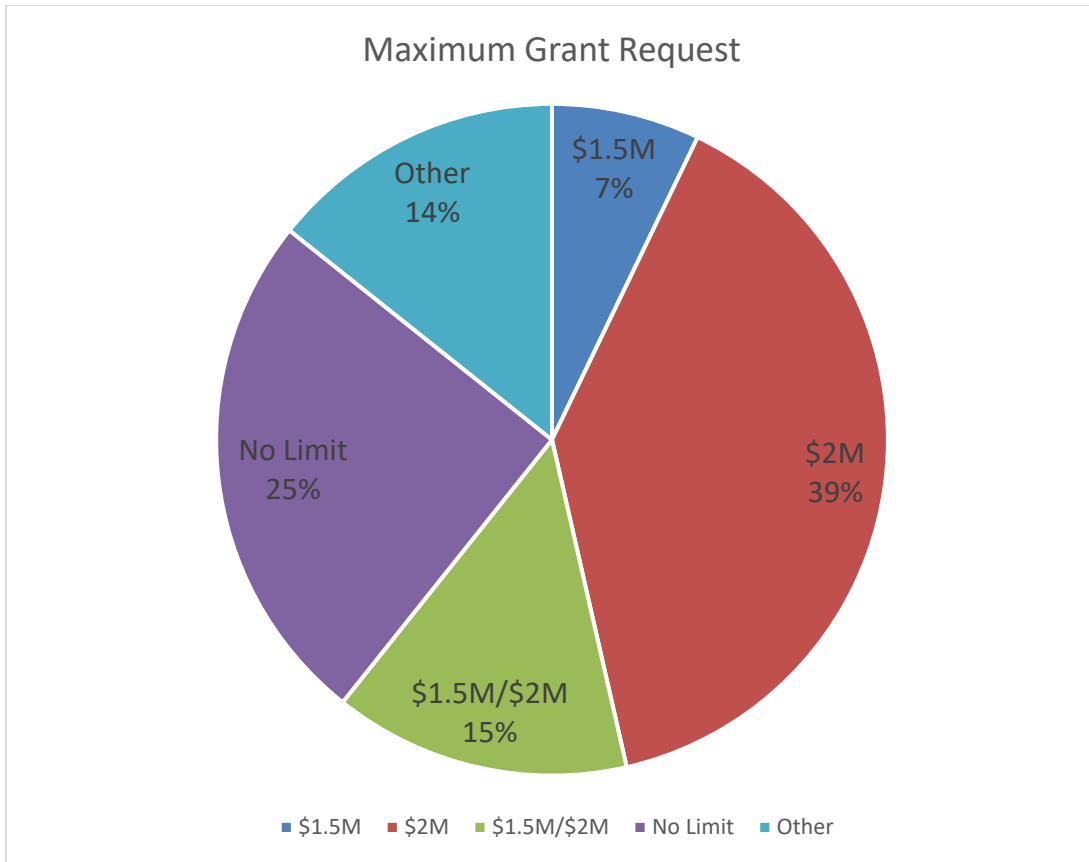
Option B: \$2,000,000 maximum

Option C: \$1,500,000 maximum for an acquisition or development project and a \$2,000,000 maximum for a combination (acquisition and development) project.

Option D: No maximum

Option E: Other

The option with the most support is Option B, which limits the maximum request to \$2 million.



For the maximum grant request, the “other” comments received included a \$5 million maximum, as well as three responses that supported more than one of the preferred options.

Analysis

Staff listed some of the pros and cons for the options in [Item 6](#) of the October 2021 briefing materials. Here is a general summary:

Minimum Grant Request

Options 1 and 2 provide for increasing the current minimum grant limit of \$25,000 to \$100,000 or more. Increasing the minimum acknowledges and allows smaller projects, while the limit helps ensure the grant requests are commensurate with the amount of work needed to secure these federal funds.

Maximum Grant Request

Options A, B, C, and D acknowledge escalating construction and land costs, provide more opportunities for using all available funds, and create a more competitive grant program. These options also lessen the overall administrative burden for RCO staff as

fewer federal applications will be prepared. However, there are some differences between the options.

Option A would potentially allow for the most projects to be funded but may not keep up with rising costs in future grant cycles.

Option B allows for multiple projects each grant cycle, but not as many as option A. It does account for continued rising costs.

Option C allows for funding several projects; however, it presents a significant challenge since it appears to favor combination projects. While combination projects are eligible, they are much harder to execute successfully with the increased administrative burden associated with LWCF.

Board policy requires applicants to complete the acquisition element of a combination project within 90 days of the board's funding meeting. To meet this requirement, successful applicants typically complete all the pre-acquisition work and apply for a "waiver of retroactivity" to purchase the property within the timeframe required. When LWCF grants are involved, the applicant must secure a federal waiver of retroactivity before purchasing the property if the federal agreement is still pending. These waivers are increasingly harder to obtain because applicants have difficulty providing the justification needed for a federal waiver. In addition, there are significant gaps between when the applicant submits a grant proposal and when NPS issues the federal grant agreement. The timeframe is anywhere from 3 to 15 months after the funding meeting. An NPS waiver is good for only one year. If the project is not under agreement within that timeframe, the project is deemed ineligible.

If a grant limit was higher for a combination project, it would potentially encourage these types of applications, which are not feasible in most situations. Combination projects are eligible and are successfully completed in other RCO grant programs.

Option D is the most flexible with rising costs, although it could lead to applicants not knowing what a reasonable grant request amount is and result in a few large projects receiving all the available funding.

Strategic Plan Link

Consideration of this policy change supports the board's goal to help its partners protect, restore, and develop habitat and recreation opportunities statewide and to deliver successful projects by inviting competition. The solicitation of public comments

supports the board's strategy to conduct its work in a fair and open manner, as well as its goal to deliver successful projects by using broad public participation and feedback.

Staff Recommendation

Staff recommends that the board adopt Resolution 2022-02. This resolution approves raising the minimum and maximum grant limits as follows:

- Minimum Grant Request - Option 2: 10% of the maximum grant limit
- Maximum Grant Request - Option C: \$2,000,000

These increases will potentially provide additional funding for priority projects, while still providing an opportunity for more than one application to be funded each grant round.

Further, staff recommends the board establish a routine review and assessment of the grant limits in conjunction with adoption of Washington's State Comprehensive Outdoor Recreation Plan.

Next Steps

If the board increases the grant limits, staff will update Manual 15, *Land and Water Conservation Fund*, and all related program policy materials posted on our Web site and PRISM database. Also, staff will notify potential applicants of this change as part of the 2022 application webinar.

Attachments

- A. Resolution 2022-02, *Increasing Grant Limits for the Land and Water Conservation Fund*
- B. Public Comments Received

**Recreation and Conservation Funding Board
Increasing Grant Limits for the Land and Water Conservation Fund
Resolution 2022-02**

WHEREAS Chapters 79A.15 and 79A.25 Revised Code of Washington and Washington Administrative Code 286-13-045 authorize the Recreation and Conservation Funding Board (board) to adopt policies and rules for the grant programs which it administers; and

WHEREAS, in 1992 the board adopted a policy that allowed a maximum limit of \$500,000 for Land and Water Conservation Fund (LWCF) projects with a minimum grant request limit of \$25,000; and

WHEREAS, the costs for property acquisition and construction have increased but the board has not changed the limits on grant requests for 29 years; and

WHEREAS, the board desires to increase the grant limits for the LWCF to help meet current costs for project implementation; and

WHEREAS, the proposed policy has been made available for review and comment by individuals and organizations that have expressed an interest in LWCF; and

WHEREAS, adoption of new limits for LWCF will help ensure use of all available federal funds and will potentially reduce some of the burden of administering this federal grant program; and

WHEREAS, approval of the proposed changes supports the board's goal of delivering successful projects by using broad public participation and feedback and adaptive management;

NOW, THEREFORE BE IT RESOLVED, that the maximum grant request limit for the Land and Water Conservation Fund be increased to \$2 million and the minimum grant request limit be increased to ten percent of the maximum grant; and

BE IT FURTHER RESOLVED that the Recreation and Conservation Office staff is directed to update Manual 15, *Land and Water Conservation Fund* and take the necessary steps to implement these revisions beginning with the 2022 grant cycle; and

BE IT FURTHER RESOLVED that the board will periodically review this policy in concert with adoption of a new state comprehensive outdoor recreation plan and open project selection process for the Land and Water Conservation Fund Program.

<i>Resolution moved by:</i>	Member Kathryn Gardow
<i>Resolution seconded by:</i>	Member Michael Shiosaki
<u>Adopted</u> / <i>Defeated/Deferred (underline one)</i>	Adopted
<i>Date:</i>	January 25, 2022

Table A. Summary of Public Comments Regarding Increasing Grant Limits for the Land and Water Conservation Fund Program

Commenter Information	Comment Received	Staff Response
<p>1. Paul Knowles Parks Special Projects Manager Spokane County Parks, Recreation and Golf</p> <p>Doug Chase, Director Spokane County Parks, Recreation, and Golf</p>	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Minimum Grant Request: Option 2 • Maximum Grant Request: Option B <p>Spokane County Parks, Recreation & Golf is supportive of Option 2 (10% of max) for the minimum grant request and Option B (\$2,000,000) for the maximum grant request. Given rising costs of land and construction, this higher value will minimize the need to adjust upwards in the near future while also taking into account the higher per-acre cost of land acquisition for projects historically favored by LWCF. Option B also limits the potential of future grant cycles funding every project submitted - something that will continue to encourage the development and submittal of competitive, well-thought out projects (a likely benefit to RCO staff and the LWCF Program as a whole). Please don't hesitate to contact us if you have any questions. Thank you for the opportunity to weigh in!</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>2. Matt Martenson Associate, PLA Berger Partnership</p>	<p>I whole heartedly support increasing limits for this grant! As a professional responsible for designing and delivering park projects on budget I affirm that national inflationary pressures, challenges finding enough builders, costs of specific construction materials necessary for parks, and many other costs associated</p>	<p>Standard email sent, thanking them for their comments.</p>

	<p>with projects this grant funds have grown substantially, especially in the past 3-5 years.</p> <p>Increasing the grant limit will allow LWCF to continue to be instrumental in helping our community deliver parks in this time of need. Many of our cities are dependent upon this grant and like grants to develop parks and open spaces and without raising the limit, their ability to realize positive change will decrease.</p> <p>Thank you for the opportunity for me to lend my voice to this admirable effort.</p>	
3. Birdie Davenport Aquatic Reserves Program Manager Washington Department of Natural Resources	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Minimum Grant Request: Option 1 • Maximum Grant Request: Option C 	Standard email sent, thanking them for their comments.
4. Steve Nelson Century West Engineering	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Minimum Grant Request: Option 1. This would be a preferable alternative. • Maximum Grant Request: Option C. Having a maximum of some kind allows for wider distribution of funding for smaller communities and will allow for broader funding allocation. <p>Thank you for reaching out and the increased funding is great news for communities all over the state!</p>	Standard email sent, thanking them for their comments.

<p>5. Zach Spector Government Affairs and Northwest Program Director Western Rivers Conservancy</p>	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Minimum Grant Request: \$500,000 minimum • Maximum Grant Request: No maximum for any specific project, but only \$5M for a single project in any given year. 	<p>Standard email sent, thanking them for their comments.</p>
<p>5. Brent Lackey Strategic Advisor — Water Planning and Program Management Seattle Public Utilities</p>	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Minimum Grant Request: Option 1 • Maximum Grant Request: Option B 	<p>Standard email sent, thanking them for their comments.</p>
<p>7. T. Perry Barrett, AICP Senior Planner Bainbridge Island Metro Park and Recreation District</p>	<p>My preferred options for increasing the grant limits are:</p> <p>Grant minimum: Option 2</p> <p>Grant maximum: I am of two minds to be candidate. I favor Option B as a default, it provides for more equity. On the other hand, I can imagine a couple of big projects captivating panelists and decision-makers; and having no limits on a program may be a great opportunity to make happen something that would otherwise be piecemeal. How cool is that! This might be truer of Land & Water where we have seen funding rise and fall over the years depending on the federal guidance and allocation.</p> <p>Nice to have more funding whichever way the decisions may go!</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>8. Glenn Kost Citizen, Bellevue</p>	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Minimum: \$100,000 • Maximum: \$1.5M 	<p>Standard email sent, thanking them for their comments.</p>

<p>9. Darrel Martin Citizen</p>	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Option 1 • Option D <p>I fully support both proposed changes. I think option 1 is the most flexible for minimum requirements, while option D is also the most flexible. Large projects could soak up most of the funding, but that is why projects have a review process. If they deserve it, so be it.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>10. Nancy Overton Grant Administrator Port of Everett</p>	<p>I prefer option 2 for the minimum, taking into account the administration time involved in these federal grants. For the maximum, I prefer no maximum limit. This way, when an eligible property becomes available, there isn't an additional constraint on the possible purchase.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>11. David Erickson Director City of Wenatchee Parks, Recreation and Cultural Services Department</p> <p>LWCF Advisory Committee Member</p>	<p>Minimum Grant Request: Option 1 Maximum Grant Request: Option D. It has potential to fund fewer projects, but it would still fund the highest ranked projects. Fewer projects would also likely help with work load of RCO staff.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>12. Benjamin Barrett, PLA Design and Construction Supervisor Pierce County Parks</p>	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Minimum Grant Request: <u>Option 2</u> • Maximum Grant Request: <u>Option B</u> 	<p>Standard email sent, thanking them for their comments.</p>

<p>13. Matt Mathes, PLA</p>	<p>Option 2: 10% of the maximum grant limit, or \$200,000 if there is no grant maximum. Example: If the maximum limit is \$1,500,000 then the minimum would be \$150,000.</p> <p>Option C: \$1,500,000 maximum for an acquisition or development project and a \$2,000,000 maximum for a combination (acquisition and development) project.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>14. Thomas Sherry President SPVV Landscape Architects Spokane, WA</p>	<p>Minimum grant request: Option 2. I think this gives the applicant and the program flexibility in the event that grant limits might change downward in the future.</p> <p>Maximum grant request: Option D. I'm all about flexibility and options.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>15. Jordan Zlotoff Associate Berger Partnership</p>	<p>I whole heartedly support increasing limits for this grant! As a professional responsible for designing and delivering park projects on budget I affirm that national inflationary pressures, challenges finding enough builders, costs of specific construction materials necessary for parks, and many other costs associated with projects this grant funds have grown substantially, especially in the past 3-5 years.</p> <p>Increasing the grant limit will allow LWCF to continue to be instrumental in helping our community deliver parks in this time of need. Many of our cities are dependent upon this grant and like grants to develop parks and open spaces and without raising the limit, their ability to realize positive change will decrease.</p>	<p>Standard email sent, thanking them for their comments.</p>

	Thank you for the opportunity for me to lend my voice to this admirable effort.	
16. Brian Levenhagen Deputy Director City of Kent	My preferred options for increasing the grant limits are: <ul style="list-style-type: none"> • Minimum Grant Request: Option 2 • Maximum Grant Request: Option B 	Standard email sent, thanking them for their comments.
17. Tiffany Odell Senior Planner Pierce County Parks	Thank you for the opportunity to comment on the proposal to increase grant funding request limits for LWCF. Pierce County Parks supports increasing funding limits in light of the increase in funding available. We recommend an increase in the maximum grant request to \$2 million, as identified in option 2b. We would also recommend that RCO consider a minimum grant request greater than those considered in the proposal to something in the range of \$500,000, to ensure the LWCF has a greater impact, especially in relation to the increased effort necessary for this funding source. In our staff conversations, we also heard that there is some consideration of making the cultural resources work required for the LWCF take place prior to application. We recommend that applicants have the option to complete the work prior to the application or prior to the grant agreement. It is unlikely we would complete this work based on cost and time, unless we knew we had a highly ranked LWCF application that required it. We want to ensure we do not waste any of the public resources we are trusted with, and doing this work prior to application could potentially result in unnecessary expenditure if the application was not highly ranked.	Standard email sent, thanking them for their comments as well as providing additional information on federal policies for the LWCF program referenced in their email.

<p>18. Kevin Killeen LWCF Advisory Committee Member</p>	<p><u>Minimum Grant Request:</u> I looked at the grant requests for projects awarded in 2016, 2018, and 2020, and see only a couple were less than \$100,000, in 2016. Few were below \$200,000 any year. Thus I am totally comfortable raising the minimum to \$100,000 or \$200,000 and would defer to staff on which option makes most sense.</p> <p><u>Maximum Grant Request:</u> Again looking back at the recent years, I was struck by the increasingly high proportion of the requests that were for \$500,000, often matched by much higher amounts. To me, this definitely supports raising the maximum.</p> <p>Regarding the Options, the only one I <u>dislike</u> is Option D – No Maximum. I’m envisioning a very expensive project that, through the LWCF Advisory Committee’s application of the evaluation criteria, ends up scoring higher than any other request. This could block any/many other requests. For example, assume that available funding is \$11 million, and the top scoring project requests \$10 million. That would leave only \$1 million for any other requests, likely funding only one or two. Regarding Options A-C, I would defer to staff on which option makes the most sense.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>19. Cynthia Wilkerson Lands Division Manager Washington Department of Fish and Wildlife</p>	<p>Preference would be no minimum grant request, and no maximum grant request.</p> <p><i>See attached letter for additional comments from WDFW.</i></p>	<p>Standard email sent, thanking them for their comments.</p>

<p>20. Angela Anderson Executive Director The San Juan Preservation Trust</p>	<p>Minimum Grant Request: Option # 2, 10% of maximum grant Maximum Grant Request: Option D, no maximum</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>21. Paul Simmons Director of Parks, Arts and Recreation City of Olympia</p>	<p>To begin with I want to thank you for spending some time on this policy and providing an opportunity to comment. My understanding is that many of grant limits that are in place today are at the same levels as they were at the time of the program inception decades ago. While the grant limits remain the same, the costs of both land and construction have increased dramatically over the years and continue to increase annually. My guess is that 20-30 years ago the average grant funds covered 50% of the total project cost, but in today's world the average grant is closer to 5-20% of total project costs. In addition to the cost issue, the grants require a substantial amount of time and resources to pull together in order to be competitive. With encumbrances that are in perpetuity, I am fully supportive of moving towards the \$2 million cap on grant limits for LWCF. I would also encourage the RCO to consider similar policy revisions to allow for ongoing evaluations other categories as well such as Local Parks, YAF, and others. In an ideal world these would be updated every 10 years so that the grant programs continue to have the substantial impact to projects that they were originally intended to.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>22. Ethan Newton Parks and Recreation Director City of Covington</p>	<p>Minimum Grant Request: No preference really – but a higher min. is probably better. Maximum Grant Request: Option B \$2M max.</p>	<p>Standard email sent, thanking them for their comments.</p>

<p>23. Larry Leveen Executive Director ForeverGreen Trails</p>	<p>Minimum grant request: Option 2 (10% of max grant limit, or \$200,000 if there is no grant maximum) Maximum grant request: Option B (\$2 million maximum)</p> <p><i>See attached letter for additional comments from ForeverGreen Trails.</i></p>	<p>Standard email sent, thanking them for their comments.</p>
<p>24. Kathleen Barrantes Consultant Grant Solutions Poulsbo, WA</p>	<p>My preferred options for increasing the grant limits are:</p> <ul style="list-style-type: none"> • Minimum Grant Request: \$150,000 • Maximum Grant Request: \$1,500,000 <p>I believe these limits would allow more applicants to be funded while ensuring that funds don't run out in the first few applications.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>25. Phil Best Attorney Port of Silverdale</p>	<p>With the significant rise in acquisition and construction costs, and the work involved in pursuing the LWCF grants, I would suggest a minimum grant request of \$150, 000 and a maximum grant request of \$2,000,000 (applicable to acquisition or development or both). Greater flexibility is better – for some the acquisition is the key, and for others the development of already owned, or gifted, property – for instance I could see a proposed gift of land and all of the funds could be used for development, or vice versa.</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>26. Lilly Wall Recreation Manager City of Chehalis</p>	<p>I support raising the minimum grant request due to the heavy administrative burden to manage federal funds.</p> <p>I also support raising the maximum grant request amount. I selected Option 3 as it may allow an entity to apply for federal funding to complete an entire project instead of having the need</p>	<p>Standard email sent, thanking them for their comments.</p>

	<p>to apply for State and Federal funding then having navigate the mixing of funding sources.</p> <p>My preferred options for increasing the grant limits are: Minimum Grant Request: <u>Option 2</u> Maximum Grant Request: <u>Option C</u></p>	
<p>27. Jen Burbidge Director Lacey Parks, Culture, and Recreation</p> <p>LWCF Advisory Committee Member</p>	<p>My preferred options for increasing the grant limits are: Minimum Grant Request, Option 1 (\$100k minimum, regardless of the maximum grant limit). Maximum Grant Request, Option B (\$2M maximum).</p>	<p>Standard email sent, thanking them for their comments.</p>
<p>28. Hunter T. George Policy and Government Relations Officer Metro Parks Tacoma</p>	<p>Minimum grant request: Option 2 (10% of max grant limit, or \$200,000 if there is no grant maximum) Maximum grant request: Option B (\$2 million maximum)</p> <p><i>See attached letter for additional comments from Metro Parks Tacoma.</i></p>	<p>Standard email sent, thanking them for their comments.</p>
<p>29. Heather Ramsay Ahndan, Land Conservation Initiative Program Manager King County Department of Natural Resources and Parks</p>	<p>Minimum grant request, option 1 (\$100,000). Considering the significant administrative burden involved with both applying for and complying with the requirements for this program, this does not seem too high. A variable grant floor seems potentially cumbersome to administer and lacks clarity for applicants.</p> <p>Maximum grant request, option D (no limit). The ceiling for these grants needs to be high enough that it is commensurate both with the up front application burden as well as the additional</p>	<p>Standard email sent, thanking them for their comments.</p>

	<p>project administration requirements and the perpetual compliance responsibilities. Given the increase to costs since the ceiling was last reviewed, allowing more flexibility for applicants better reflects reality on the ground and allows for regional differences in pricing of land, labor, and materials. The exact same project will cost more in some locations than others. Applicants seem generally sensitive to appearing "greedy" so the risk of a few applicants taking all of the grant resources seems low. However, if option D is selected, it seems prudent to build in a review of ceilings up to annually (with grant rounds), but no less frequently than every 5 years as part of the SCORP cycle and update to the Open Project Selection Process (OPSP).</p>	
<p>30. Erica Schmitz Parks Planning and Natural Resources Director City of Renton</p>	<p>My sincere apologies for missing the comment deadline. I wanted to be sure you knew that Renton fully supports any of the options that increase the grant limits for LWCF in recognition of rising project costs, the level of administrative work required, and the timing risks and added complexity of working with NPS.</p> <p>I will provide responses so you know what our thoughts are, but I understand that I may be sharing them too late to be considered.</p> <p>Grant Request Minimum: prefer Option 2; 10% of maximum or \$200,000. Smaller projects could be too high of an administrative burden, and other grant programs exist to serve smaller projects.</p> <p>Grant Request Maximum: we are comfortable with any of the options. We believe that options B and C best balance the ability to fund multiple projects while meeting the needs of applicants in terms of grant maximum.</p>	<p>Standard email sent, thanking them for their comments.</p>

<p>31. Washington Recreation and Park Association</p>	<p>WRPA is in support of increasing the maximum grant limits for LWCF. The costs of both land and construction have increased dramatically over the years and continue to increase annually; if grant limits do not keep pace, the program will become less and less significant in having the desired outcome – more projects across the state. Agencies will not be able to compete well or build projects with grants that are only a small contributor to overall costs. We support making this program as viable as possible to bring more federal funds into the State. We also support strategies that can increase all grant limits, while being attentive to ensuring the same or more projects can be funded each year.</p>	<p>Standard email sent, thanking them for their comments and acknowledgement of the plan for a representative to testify at the board meeting.</p>
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Other Comments Received

1. Juan Aguilar Yakima Nation Housing Authority	The YNHA, would not be impacted by increasing the limits on Water Conservation projects. However, I would like to listen in.	Response sent notifying them of how to participate in the January 2022 board meeting.
2. Jeff Sellers, Mayor Town of Wilkeson	We have worked with RCO on several Grant Opportunities with great success in the past and would like to continue with that success. Our biggest challenge is sometimes coming up with the percentage of in kind that is required. We always find a way to get our small Community to roll up there sleeves to help with work and donations to get it done. If the amount of funds available was to be increased and possibly the ratio more proportionable, small Towns like Wilkeson would be able to get more Community property opened up into a place for people to spend time outdoors. It is not just the Citizens of Wilkeson that use our current Parks but people from all around us that feel safer in a small Town with their Children and themselves. We are fortunate to have property that is available to be developed into open space such as a larger park with parking, camping where large events could be allowed with music or plays. This area would not only take more money than we have ever asked for but more labor and to ask our Community to do that would be asking a lot of them. Please take this into consideration so that small Towns that rely on Tourism to support their Business's and Community to survive. We are becoming a destination Town and want to keep moving forward to be that place for people to visit.	Standard email sent, thanking them for their comments. Additionally, information was provided about the board's match reduction policies for other grant programs, as well as the upcoming equity study.

<p>3. Leslie Thurston Executive Director Washington State Horse Park Cle Elum, WA</p>	<p>You may recall that in 2018 the Washington State Horse Park (WSHP) applied for funding through the City of Cle Elum (our landlord). Our project did not receive support from the grant review committee primarily because it is not considered a "local" park. If that interpretation continues to apply, then there is no incentive for us to reapply in the future. However, my question is whether RCO has defined "local" and whether the definition can be re-considered in our circumstances.</p> <p>In 1995, the legislature passed RCW 79A.30 to establish the WSHP as a public-private partnership to serve the needs of the state-wide horse community and provide a first class venue for horse competitions in the Pacific Northwest. By legislative definition the "local" community we serve is the state, not a municipality or county.</p> <p>It is encouraging to hear about the availability of additional funding, however, if the geographic market we serve is going to be an obstacle, then we will not attempt to re-apply. Your guidance on this issue would be most appreciated.</p>	<p>Responded with an invitation to discuss their situation further in the near future.</p>
<p>4. Molly Bold Port of Grays Harbor</p>	<p>Hello! Has a date been set for the next RCO Grant webinar?</p>	<p>Webinar date provided.</p>



State of Washington
DEPARTMENT OF FISH AND WILDLIFE

Mailing Address: P.O. Box 43200, Olympia, WA 98504-3200 • (360) 902-2200 • TDD (360) 902-2207
Main Office Location: Natural Resources Building, 1111 Washington Street SE, Olympia, WA

December 14, 2021

Marguerite Austin, Section Manager
Recreation and Conservation Grants
Washington State Recreation and Conservation Office
PO Box 10917
Olympia, Washington 98504-0917

sent via email to policychanges@rco.wa.gov

RE: PROPOSED POLICY
Land and Water Conservation Fund: Increasing the Grant Limits
Public Comment Requested by December 14, 2021

Dear Ms. Austin:

The Washington State Department of Fish and Wildlife (WDFW) would like to thank RCO for a long history of partnership supporting acquisition, development, restoration and planning funding of state managed conservation and recreation projects and for the opportunity to comment on proposed changes to the Land and Water Conservation Fund grant limits. Please find the enclosed form with WDFW's response.

WDFW is recommending "No minimum" and "No maximum" limits. This recommendation is based on lower grant maximums not being conducive to WDFW large scale projects which are becoming increasingly expensive, and at the other end of the spectrum, small scale projects which may be significantly less expensive yet equally as important. WDFW acknowledges that this recommendation may result in small inexpensive projects not scoring as well as large expensive projects during the evaluation process. As a result, if this is the recommendation by staff for approval by the RCFB at its January meeting, WDFW would like to recommend that RCO consider dividing the LWCF project proposals into "Large Grants" and "Small Grants", similar to that in the YAF program.

WDFW would also like to take a moment to provide some additional comments about the LWCF grant program which may be barriers that prevent our agency from accessing funding through this grant program:

- 50% match requirement. WDFW doesn't currently see a clear path to funding available in our budget to meet this match requirement. Although other RCO grants are eligible as match, there's currently no grant category available to WDFW for the acquisition of land for the recreation side of WDFW's mission whereby habitat and/or species are scarce or absent. If even eligible, recreation land does not compete well in WWRP – Habitat Conservation Account grant categories (Critical Habitat, Natural Areas, Riparian Protection, Urban Wildlife Habitat). We may find that capital budget projects or even operating funds can be considered functional match, but we don't have certainty on that and often they are already embedded in complex match commitments. We look forward to working with RCO staff to determine what would constitute eligible match.
- Anti-conversion protection boundary (previously 6(f) boundary). Typically, this boundary cover the entirety of an existing Wildlife Area, which in some instances could be tens of thousands of acres causing a long-term obligation over a much larger area than the grant funded.

- Environmental requirements. Once a project has been selected for LWCF funding WDFW must show compliance with all environmental requirements before NPS will approve implementation of the project. As this work is required to be complete before the funding is secured, we will not have funding available to meet this requirement.
- Administrative funds are not eligible in LWCF. Typically, administrative fees would be paid for by the matching funds, however the 50% match requirement may be a barrier as noted in the first bullet.

Again, thank you for the opportunity to comment on this proposed LWCF policy change, the chance to provide additional comment about some additional barriers for WDFW to access these funds, the support on past and current projects and future projects. If you have any questions, or would like to discuss in more detail, please feel free to contact me at (360) 902-2508 or cynthia.wilkerson@dfw.wa.gov.

Sincerely,



Cynthia Wilkerson
Lands Division Manager

Enclosure

cc: Lisa Coffman, Program Specialist
Karen Edwards, Real Estate Manager
Amy Windrope, Deputy Director



ForeverGreen Trails

Connecting Pierce County Communities with Trails

Executive Officers

Terry Reid
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Alan Carter Mortimer
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Rob Buck
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Board Members

Mary Dodsworth
Eric Guenther
Roxanne Miles
Bob Myrick

Staff

Larry Leveen
Executive Director

December 14, 2021

Marguerite Austin
Recreation and Conservation Grants Section Manager
Recreation and Conservation Office
PO Box 40917
Olympia WA 98504-0917

Dear Ms. Austin:

As a nonprofit partner in outdoor active recreation and mobility for Pierce County, we support proposed policy changes to increase both the minimum and the maximum grant requests for the Land and Water Conservation Fund Grant Program (LCWF).

The shortcomings of the LCWF fall into two categories: federal-level and state-level issues. As the proposed policy document notes, smaller jurisdictions often face difficulties in using federal funds like LCWF. These inequities are federal issues, and we are engaging our Congressional delegation about them. We expect that due to these ongoing “access issues” that the LCWF will continue to be “undersubscribed”.

State-level LCWF problems are largely that grant maximums are too small relative to project costs. RCO can and should respond by increasing the maximum request for this program. The current lack of alternate projects to award excess LCWF funds shows that local agencies need a greater benefit to encourage applying to that grant program. It also denotes a lost opportunity to provide for unmet trail needs that we know exist. Further, if more and larger projects are funded through LWCF, then perhaps it will provide some relief for oversubscribed grant programs like those that fund local parks and trails. This could indirectly benefit smaller jurisdictions who rely on these more accessible State funding sources. In short, the LWCF grant program should be improved where it can be and increasing the grant maximum is a sound proposal to do so. As RCO expects LCWF funding to grow by a factor of ten, we support Option B (\$2 million maximum) which will substantially help while still avoiding risk of a “winner take all” no-limit policy.

Regarding grant minimums, Option 2 (10% of the maximum or \$200,000 if there is no maximum) provides greater flexibility for the agency now and in the future.

Thank you for your invitation to comment,

Larry Leveen

Executive Director



December 14, 2021

Marguerite Austin
Recreation and Conservation Grants Section Manager
Recreation and Conservation Office
PO Box 40917
Olympia, WA 98504-0917

Subject: LWCF Limits

Dear Ms. Austin,

Metro Parks Tacoma appreciates the work you are doing to evaluate accessibility and effectiveness of the Land and Water Conservation Fund (LWCF) Grant Program. We fully support increasing the grant limits, which should make the program more appealing and competitive. Per your instructions, here are Metro Parks Tacoma's preferences:

Minimum Grant Request: We support Option 2 (10% of the maximum grant limit, or \$200,000 if there is no grant maximum).

Maximum Grant Request: We support Option B (\$2 million maximum), which allows funding for multiple projects and accounts for rising costs.

If you have any questions, please contact me at hunterg@tacomaparks.com or 253-686-9553 (mobile).

Sincerely,

Hunter T. George
Policy & Government Relations Officer
Department of Governance and Direction

CC: Debbie Terwilleger, Director, Department of Business Administration and Planning

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Board of Park Commissioners: Jessie K. Baines Jr., Erik Hanberg, Aaron Pointer, Tim Reid, Andrea Smith
Executive Director: Shon Sylvia

4702 S. 19th Street, Tacoma WA 98405-1175
Phone: (253) 305-1000 • Fax: (253) 305-1098 • MetroParksTacoma.org



Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2022

Title: Washington Wildlife and Recreation Program: State Parks Category Evaluation Criteria Changes

Prepared By: Karl Jacobs, Senior Outdoor Grants Manager

Summary

The Recreation and Conservation Funding Board (board) reviewed draft changes to the Washington Wildlife and Recreation Program (WWRP) State Parks Category evaluation criteria at its June 2021 meeting and reviewed public comments received at its October 2021 meeting. Recreation and Conservation Office staff have incorporated changes approved by the Washington State Parks and Recreation Commission following their review of those public comments regarding the proposed criteria changes. Staff now presents this item for final board consideration.

Board Action Requested

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

Resolution: 2022-03

Purpose of Resolution: Approval of the WWRP State Parks Category evaluation criteria changes.

Background

The Washington Wildlife and Recreation Program (WWRP) provides grants for purchase of valuable recreation and habitat lands, preservation of farmland, and construction of recreation and public access sites for a growing population. The State Parks category in the WWRP Outdoor Recreation Account is open only for projects proposed by the State Parks and Recreation Commission (Commission).

WWRP State Parks category projects may consist of acquisition, development, or combination of acquisition and development. Projects involving renovation of existing

facilities are not eligible. There is no minimum or maximum grant request per project. State Parks does not need to provide a match for WWRP State Parks category grants.

Evaluation Process for the State Parks Category

The Recreation and Conservation Funding Board (board) approves policies that govern WWRP including how standing advisory committees evaluate projects. The current, board-adopted process for evaluating projects in the WWRP State Parks category is included in [Manual 10a](#), *WWRP Outdoor Recreation Account*.

Based on feedback and recommendations from the WWRP State Parks Advisory Committee, State Parks staff, the State Parks Commission, the Commission's Real Estate Committee, and public comment, Recreation and Conservation Office (RCO) staff recommend changes to the existing evaluation criteria in preparation for the 2022 grant cycle (Attachment A).

Issues

The criteria by which projects are evaluated in the WWRP State Parks category are currently based on the Commission's 2013 Transformation Strategy. The criteria were last updated in April 2016 to refine the scoring process for the Commission question on priorities, among other refinements. After that update, the Commission approved the Statewide Acquisition and Development Strategy in July 2016 to guide land acquisition and park development. The overarching goal of the strategy is for Washington's state parks to be recognized as the collection of places and experiences that are distinctly Washington.

State Parks staff have been working with RCO to update the WWRP State Parks evaluation criteria and project eligibility with the goals of:

1. Reflecting the Commission's current strategic goals for land acquisition and park development expressed in the Statewide Acquisition and Development Strategy
2. Reducing redundancy
3. Reorganizing elements of the evaluation to appropriate criteria, and
4. Removing references to operational impacts and business plans.

Analysis

At its June 2021 meeting, board members made two suggested modifications of the proposed criteria:

1. Consider a project's potential impacts 'from' climate change (as well as 'to' climate change) in the design. This change has been merged into criteria 4.

2. Incorporate consideration of diversity, equity, and inclusion (DEI). This was also requested by the State Parks Commission at its July 2021 meeting, and those changes have been made to criteria 3 and 4. Eleven DEI factors were proposed by State Parks: *races, tribal affiliations, ethnicities, national origins, gender, sexual orientation, abilities, religions, veteran status, incomes, ages, and more*. [Note that *tribal affiliations* and *incomes* were added to the list of DEI factors proposed in June 2021.]

The changes proposed to the Evaluation Criteria are summarized as follows:

1. **Public Need and Need Satisfaction** – Limit the criterion to *public need* only because *need satisfaction* is better addressed in *threat and impact* (acquisition) and in *project design* (development) criteria.
2. **Project Significance** – Clarify that this reflects the Commission’s current goals of the Statewide Acquisition and Development Strategy rather than consistency with the 2013 Transformation Strategy.
3. **Threat and Impact** – Address *need satisfaction*, consider *acquisition priority*, remove *operational impacts*, and incorporate DEI. State Parks operational impacts will be considered during the agency’s operating budget development process.
4. **Project Design** – Revise the criterion to address *need satisfaction, status of design, climate change, and sustainable development*, and incorporate DEI.
5. **Sustainability and Stewardship** – Limit criterion to *resource stewardship* only because *sustainability* is better addressed in *project design* (development) criterion.
6. **Expansion or Phased Project** – no change.
7. **Project Support** – Remove *voter-approved initiative* which rarely applies to State Parks and address *historically marginalized and excluded* populations.
8. **Partnerships or Match** – Emphasize *secured match* and include *community-based organizations*.
9. **Readiness to Proceed** – Limit consideration to *readiness to proceed* and remove *economic impact analysis* and *business plans*. Those factors will be considered during the agency’s operating budget development process.
10. **Commission Priorities** – no change.
11. **Proximity to People** – no change.
12. **County Population Density** – no change.

Summary of Public Comments and Response

RCO received comments from six people on the proposed changes (Attachment B) and shared them with the board at its October 2021 meeting. RCO staff felt that the comments included good suggestions and raised some significant questions. Specifically, those related to common definitions of the DEI factors and ensuring

differentiation between the criteria. The comments were also shared with State Parks for consideration.

The general/overall comments and observations are summarized below. State Parks staff worked with their DEI Director to provide a response (also listed below).

- Two were opposed to adding DEI considerations, finding them unnecessary since they thought that people recreate similarly, the terms are not defined, or they are already covered by separate state and federal requirements.

State Parks Response:

State Parks made moves to professionalize our survey program several years ago. This process created a large amount of data around our customers' level of satisfaction, their use of our parks, and their demographics. With respect to demographics, two things became clear. First, that Caucasian visitors make up a larger share than their percentage of Washington's population, and that all other races and ethnicities are underrepresented in our visitors. Second is that measures of satisfaction among non-Caucasian visitors are 1-2% lower than their Caucasian counterparts.

- One noted that DEI considerations could be challenging for evaluators to score due to lack of common definitions and that they are repeated in 4 different criteria, potentially eliminating the scoring differentiation intended by evaluation criteria. Further, it was unclear if evaluators should consider just one or some or all nine new factors, and how the DEI factors should be weighed against other factors in the evaluation criteria.

State Parks Response:

State Parks agrees that DEI criterion should be included strategically in the criteria questions to address the scoring differentiation concern. DEI reference was eliminated from Q1¹ and Q2. It is not uncommon that words in the evaluation criteria are not defined, and evaluators are advised to use their best judgement and consistently apply their scoring methodology.

- One also thought that the use of the terms "marginalized", "underrepresented populations/groups", and "equity" will be challenging due to lack of common definitions.

State Parks Response:

For the most part these terms were removed from the proposed criteria update. In Q7 the criterion was updated to reflect historically marginalized or excluded. It is

¹Q=Question or criterion

not uncommon that words in the evaluation criteria are not defined, and evaluators are advised to use their best judgement and consistently apply their scoring methodology.

- One pointed out that different ethnic groups do recreate in different ways, and that the proposed diversity language is positively inclusive.
- One felt that the proposal has not adequately considered the needs of persons with disabilities.

State Parks Response:

It is a requirement of RCO's that all development proposals meet current ADA accessibility requirements. In addition, State Parks must also meet current ADA accessibility requirements for all capital development projects. In Q4 of the criteria, State Parks is proposing that projects that exceed the current ADA accessibility requirements score higher points under this criterion. The language is as follows: "How does this project exceed current universal accessibility requirements and provide equal access for people with disabilities?"

- One asked whether economic inequity is a factor to be considered.

State Parks Response:

State Parks agrees that economic inequity is a factor for consideration and included it in the proposed language in Q3 and Q4.

- One noted that an expected demographic shift is toward an older population. As the state's population ages, state parks will need to provide facilities and activities that appeal to and are accessible by older people.

State Parks Response:

This is included in Q3 and Q4.

- One supported the move away from "environment" and "sustainability", which they described as over-used terms with various definitions.

Commenters also made some specific wording suggestions related to three of the criteria:

- #2 Project Significance: also ask how each proposed project fits into Parks' gap analysis found in its Statewide Acquisition and Development Strategy; and add language to invite those previously incapable of experiencing Washington's outdoors to do so.

State Parks Response:

State Parks has not completed the gap analysis. The Recreation and Conservation Office has developed a mapping tool that shows Recreation Assets of Statewide significance that could help in identifying the gaps.

#3 Acquisition Priority: revise to ask “How” does the acquisition expand access and provide opportunity for people of all races, ethnicities, etc.

State Parks Response:

State Parks agrees with this revision.

#7 Project Support: add “What steps did you take to reach out to marginalized and/or underrepresented members of the community that do not belong to any organized group?”

State Parks Response:

State Parks modified Q7.

Link to Strategic Plan

Revising the board’s grant program policies and evaluation criteria addresses Goals 1, 2 and 3 in the board’s Strategic Plan:

1. We help our partners protect, restore, and develop habitat and recreation opportunities that benefit people, fish and wildlife, and ecosystems.
2. We achieve a high level of accountability in managing the resources and responsibilities entrusted to us.
3. We deliver successful projects by inviting competition and by using broad public participation and feedback, monitoring, assessment, and adaptive management.

Staff Recommendation

Staff recommends the board approves Resolution 2022-03.

Next Steps

If approved, staff will update the WWRP Outdoor Recreation Account program manual with the changes, and the WWRP State Parks Advisory Committee will use the updated criteria to score the project proposals submitted in 2022.

Attachments

- A. Proposed Changes to the WWRP State Parks Category Evaluation Criteria
- B. Public Comments Received
- C. Resolution 2022-03

Attachment A: Proposed Changes to the WWRP State Parks Category Evaluation Criteria

Evaluation Criteria Summary

The following shows the proposed changes to the criteria. Changes are in red text and with strikeouts and underlines.

State Parks Criteria Summary					
Score By	#	Question	Project Type	Maximum Points Possible	Focus*
Advisory Committee	1	Public Need and Need-Satisfaction	All	5	State
Advisory Committee	2	Project Significance	All	15	Agency
Advisory Committee	3	Threat and Impact Acquisition Priority	Acquisition	10	State
			Combination	5	
Advisory Committee	4	Project Design	Development	10	Technical
			Combination	5	
Advisory Committee	5	Sustainability and Environmental Resource Stewardship	All	10	State
Advisory Committee	6	Expansion/Phased Project	All	15	State
Advisory Committee	7	Project Support	All	10	Agency
Advisory Committee	8	Partnership or Match	All	5	State
Advisory Committee	9	Readiness to Proceed	All	10	Agency
State Parks Commission	10	Commission Priorities	All	6	Agency
RCO Staff	11	Proximity to People	All	1.5	State
RCO Staff	12	County Population Density	All	1.5	State
Total Points Possible				89	

Detailed Scoring Criteria for the State Parks Category

Advisory Committee Scored

1. Public Need and Need Satisfaction. What is the need for the proposed project? ~~To what extent will the project satisfy the need?~~ Consider whether the project is cited in an agency, regional, or local plan. ~~the following:~~

- ~~Whether the project is cited in an agency, regional, or local plan, for example:~~
 - ~~Cited in a Classification and Management Plan (CAMP), if one exists.~~
 - ~~Identified in a park master plan or other approved planning document.~~
 - ~~Included in the current State Parks' 10-year capital plan.~~
 - ~~Consistent with State Parks' strategic plan.~~
- ~~Whether the project or property is suited to serve the state need.~~

▲ Point Range: 0-5 points

0 points	Not included in a plan, indirectly or does not implement the mission.
1-2 points	Not included in <u>but consistent with</u> a plan but supports the mission.
3-4 points	<u>Included in and</u> consistent with state, regional, or local plans, and implements the mission.
5 points	High priority in state, regional, or local plan and strongly implements the State Parks mission and vision.

Revised April 2016. Recreation and Conservation Funding Board Resolution 2016-20.
Updated April 2020, per Delegation Authority, Resolution 2020-10.

2. Project Significance. Describe how this project supports ~~State Parks' strategic goals.~~ ~~Does it support~~ one or more of the following goals of State Parks' Statewide Acquisition and Development Strategy.

- Places to Be: Connecting people with Washington's iconic landscapes
- Stories to Know: Engaging people in authentic Washington stories
- Things to Do: Providing Washington's recreation mainstays

- Ways to Grow: Inviting novices to experience Washington's outdoors
- Something for Everyone: Improving the quality of life for all Washingtonians

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

0 points	Does not directly support any of the goals
1-2 points	Indirectly supports one or two goals
3-4 points	Directly supports at least one goal
5 points	Strongly and directly supports multiple goals

Revised January 2014, Recreation and Conservation Funding Board Resolution 2014-07
Updated April 2020, per Delegation Authority, Resolution 2020-10.

3. **Threat and Impacts Acquisition Priority** (acquisition and combination projects only).
Describe why it is important to acquire the property now. Consider the following:

- Does the acquisition satisfy the described need?
- Does the acquisition expand access and provide opportunity for people of all races, tribal affiliations, ethnicities, national origins, gender, sexual orientation, abilities, religions, veteran status, incomes, ages, and more?
- Is there an immediate threat to the property that will result in a loss in quality or availability of habitat or future public use?
- Is the acquisition needed to adapt to climate change?

▲ Point Range: 0-5 points, which are multiplied later by 2 for acquisition projects

0 points	No evidence of threat to the property <u>addresses the considerations above.</u>
1-2 points	Minimal threat to The property <u>addresses some of the considerations above.</u>
3-5 points	Imminent threat of The property <u>addresses most or all of the consideration above. losing quality or becoming unavailable for future public use, or a threat led to a land trust acquiring rights in the land at the request of State Parks</u>

Updated April 2020, per Delegation Authority, Resolution 2020-10.

4. Project Design (development and combination projects only). Is the project well designed? Describe your project in detail. Consider the following:

- Does the design satisfy the described need?
- Where are you in the design process (e.g., concept, schematic, detailed, completed construction documents)?
- Does this property support the type of development proposed? Describe the attributes: size, topography, soil conditions, natural amenities, location and access, utility service, wetlands, etc.
- How have the potential impacts to or from climate change been considered in your design? ~~How has climate change been incorporated into the project?~~
- How does this project exceed current universal accessibility requirements and provide equal access for people with disabilities?
- How does the project design address the needs and desires of the state's diverse population? What specific improvements or features are designed to serve people of all races, tribal affiliations, ethnicities, national origins, gender, sexual orientation, abilities, religions, veteran status, incomes, ages, and more?
- ~~Does the design appeal to diverse populations of the state?~~
- Does the nature and condition of existing or planned land use in the surrounding area support the type of development proposed?
- Is the project permissible? Are there likely to be environmental permitting complications that will need to be overcome with this project? What, if any, are the mitigation requirements?
- Describe how the project will integrate sustainable elements such as low impact development techniques, green infrastructure, environmentally preferred building products, or reduce greenhouse gas emissions.
- Is the cost estimate realistic?

▲ Point Range: 0-5 points, which are multiplied later by 2 for development projects

- | | |
|------------|---|
| 0 points | Design <u>does not address any of the considerations above. is not appropriate for the site or the intended use</u> |
| 1-2 points | Design <u>addresses some of the considerations above. is moderately appropriate for the site and the intended use</u> |

- | | |
|------------|---|
| 3-4 points | Design addresses several of the considerations above. is appropriate for the site and the intended use, and cost estimates are accurate and complete |
| 5 points | Design addresses most or all of the considerations above. is appropriate for the site, construction documentation is complete and addresses all elements of the question very well, and cost estimates are accurate and complete |

Updated April 2020, per Delegation Authority, Resolution 2020-10.

- 5. ~~Sustainability and Environmental Resource Stewardship~~.** What techniques or resources are proposed to ensure the project will result in a quality, sustainable, recreational, heritage preservation, or educational opportunity, while protecting ~~and/or improving~~ the integrity of the ~~ecological resources environment~~? Describe how the project will protect ~~and/or enhance~~ natural and cultural resources ~~and integrate sustainable elements such as low impact development techniques, green infrastructure, or environmentally preferred building products, or reduce greenhouse gas emissions.~~

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

- | | |
|------------|---|
| 0 points | No or little stewardship elements. |
| 1-2 points | Contains stewardship elements and avoids impacts to natural or cultural resources. Consistent with State Parks' Sustainability Plan and goals. |
| 3-4 points | Numerous stewardship elements, protects, enhances, or restores natural or cultural resources. Implements many of State Parks' sustainability goals. |
| 5 points | Maximizes natural or cultural resource protection, enhances or restores natural or cultural resources, and contains innovative and outstanding stewardship elements. Implements many of State Parks' sustainability goals. |

Revised April 2016. Recreation and Conservation Funding Board Resolution 2016-20.

Updated April 2020, per Delegation Authority, Resolution 2020-10.

- 6. Expansion/Phased Project (no change).** Does this project implement an important phase of a previous project, represent an important first phase, or expand or improve an existing site? Consider the following:

- Is the project part of a phased acquisition or development?
- To what extent will this project advance completion of a plan or vision?

- Is this project an important first phase?
- What is the value of this phase?
- How does the project complement an existing site or expand usage, preservation, or education within a site?

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

0 points	Neither a significant phase or expansion, nor a distinct stand-alone project
1-2 points	Project is a quality or important phase or expansion
3-4 points	Project is a key first phase or expansion or moves a project significantly towards realizing a vision
5 points	Project is a highly important first phase, final (or near final phase), moves a project a great deal towards realizing a vision.

Revised April 2016. Recreation and Conservation Funding Board Resolution 2016-20.

7. Project Support. What statewide, community, and user groups were consulted and what support has been demonstrated for this project? How has your organization informed and engaged people about the project including those whose interests have been historically marginalized or excluded? ~~the public (statewide, community, or user groups) about the project and how has the public shown support for the project?~~

- Describe the extent of your organization's efforts to identify and contact all parties, (i.e. an outreach program to local, regional, and statewide entities).
- Describe the extent of the project support. Broadly interpret the term "Project Support" to include, but not be limited to, the following:
 - ~~○ Voter-approved initiative~~
 - Public participation and feedback
 - Endorsements or other support from advisory boards and user and friends groups
 - Media coverage

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

0 points	No evidence presented.
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1-2 points	Marginal community support. Opportunities for only minimal public involvement (i.e. a single adoption hearing), or little evidence that the public supports the project.
3 points	<u>Adequate</u> <u>Wide</u> support and <u>adequate</u> opportunity presented for participation.
4-5 points	The public has received ample and varied opportunities to provide meaningful input into the project and there is overwhelming support; <u>or</u> the public was so supportive from the project's inception that an extensive public participation process was not necessary.

Revised April 2016. Recreation and Conservation Funding Board Resolution 2016-20.

8. Partnerships or Match. Describe how this project supports strategic partnerships or leverages secured matching funds. Consider the following:

- Does the project help form strategic partnerships with other agencies, tribes, community-based organizations, or nonprofits? (A strategic partnership is one that ultimately is expected to offset expenses, leverage investments, or stimulate activity that directly or indirectly generates a financial return.)
- Does the partnership facilitate a key State Parks' goal or objective?
- Does the project have a match of cash, grants, or in-kind services?

▲ Point Range: 0-5 points

0 points	No partners or match
1-2 points	One partner or up to 10 percent match
3-4 points	Two partners or 10.01-24.99 percent match
5 points	Three or more partners or 25 percent or more match

9. Readiness to Proceed. Describe the project's timeline. Is the project ready to proceed? Consider the following:

- For development projects, is it fully designed and permitted?
- For acquisition projects, is there written documentation indicating a willing seller?

- For acquisition projects, is there a written sales agreement or option with the property owner?
- Are there any significant zoning, permitting issues, or encumbrances?

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

0 points	Not ready, business case not evident. (Acquisition) No agreement with landowner and fiscal impact will be substantial. (Development) No construction drawings.
1-2 points	(Acquisition) Willing seller identified. (Development) Construction drawings less than at or near 60 percent complete.
3-4 points	(Acquisition) Property (purchase) secured in some way by legal instrument to include a letter of intent or being held in trust or by a non-governmental organization (for example). (Development) Construction drawings at or more than 60 percent complete.
5 points	(Acquisition) State Parks has a purchase s and sales s agreement or option signed and the purchase will be made within its existing term. (Development) Plans completed and all permits in hand.

No changes are proposed to Commission scored question 10 or to RCO Staff scored questions 11 and 12. The text of those questions are available in Manual 10a, WWRP Outdoor Recreation Account, on [RCOs Grant Manuals webpage](#).

Attachment B: Public Comments Received

Public comments were solicited via direct email and a posting on RCO's Policy and Rulemaking Current Activities webpage.

In addition to the RCO Staff Response in the table below, the following standard comment response was sent to all:

Thank you for taking the time to comment on RCO's draft proposed changes to the Washington Wildlife and Recreation Program's State Parks Category Evaluation Criteria for the 2022 grant cycle. Your comments have been received and recorded. The final proposed changes will be presented to the Recreation and Conservation Funding Board (board) for adoption at their meeting scheduled for October 5, 2021. The compiled public comments and responses will be included in the board's materials and provided for their review prior to the meeting. Public comment is also welcome during the meeting. If you have any questions, please contact karl.jacobs@rco.wa.gov.

Thank you again for your time and interest.

State Parks' responses are summarized in the Public Comments section above.

Commenter	Comment Received	Staff Response
Kevin Newland, Town of Wilson Creek	<p>It seems to me that the language diverse population or to ensure gender, race etc. within the document is more political than not.</p> <p>People of all kinds use the parks and like the parks though some are too expensive to visit or camp within. Are you going to ask 100 Trans persons what they want in a park setting? Do gay persons need anything different from straight ones?</p> <p>When it comes to things like parks, it seems to me people are people. Do black or any other color of person need something special? I am guessing not.</p> <p>I like cutting down on verbiage as shown (simplifying) but showing how a</p>	<p>Hello Mr. Newland – thanks for your comments.</p> <p>The language regarding diversity was included at the request of the State Parks Commission. My understanding is that they want to ensure that the needs of historically marginalized or underserved groups/communities are also being considered/addressed.</p> <p>And consideration of impacts to or from climate change is an interest of our board.</p> <p>I will share your comments with our board when they consider adoption of these changes.</p>

	<p>new recreation area will help fight climate change or how it might help through diversity is too much.</p> <p>My thoughts.</p>	<p>Thanks again,</p>
<p>Kevin Newland, Town of Wilson Creek</p>	<p>I haven't seen any marginalization at parks. Everyone enjoys our city parks equally. If there are people that have a harder time enjoying parks, it would be the disabled and the poorer people who can't afford to pay for a pass, boat launch fees etc. We all pay taxes and then we are hit with fees.</p> <p>Thank you for your time.</p>	<p>OK – thank you again. I will pass this along to our board.</p>
<p>Brian Shay, City Administrator, City of Hoquiam</p>	<p>In order to provide feedback do you have a definition of DEI and how this will be measured by the RCO scoring teams? As an example, Grays Harbor has long suffered economic in-equity by comparison to other areas of the state and I want to know if this is a factor in DEI. Thanks.</p>	<p>Hi Brian – language regarding diversity was included at the request of the State Parks Commission. My understanding is that they want to ensure that the needs of historically marginalized or underserved groups/communities are also being considered/addressed. DEI is defined in several of the proposed evaluation criteria as <u>"people of all races, ethnicities, national origins, gender, sexual orientation, abilities, religions, veteran status, and ages."</u> Further, criteria 7 includes <u>"marginalized and/or underrepresented populations"</u> and 8 includes <u>"underrepresented groups."</u></p> <p>Economic in-equity is not called out as a specific consideration.</p> <p>And for most evaluation criteria, scoring is subjective, at the discretion of the evaluator, based upon how well the</p>

		<p>applicants respond to the criteria.</p> <p>Hope that helps. Let me know if you have any other questions.</p>
<p>Reed Waite, Citizen and WWRP Water Access Advisory Committee member</p>	<p>thanks for opportunity to communicate on making RCO evaluations better.</p> <p>1) On the 5-point score for Criteria 9 - Readiness to Proceed: appears final line is mis-formatted: (Development) Plans completed and all permits in hand. is in smaller font and alignment is off.</p> <p>2) 2 - Project Significance - There's little information on the Commission's 2016 Statewide Acquisition & Development Strategy goals. Wouldn't it be good to have further explanation (found on Pages 6-9 of Strategy document) referenced or provided to evaluators?</p> <p>2a) And how each proposed project fits into Parks' gap analysis also found in its Strategy?</p> <ul style="list-style-type: none"> • What State Parks has • Whether it has enough of it • What State Parks does not have • Whether another government or nonprofit has it • Whether another government or nonprofit should provide it instead of State Parks <p>3) Diversity language: <u>to serve people of all races, ethnicities, national origins, gender, sexual orientation, abilities, religions, veteran status, and ages.</u> I found this positively inclusive.</p> <p>The Commission's 2016 Statewide Acquisition & Development Strategy (Pages 5 & 6) take on diversity is a bit different and affirms</p>	<p>Thanks so much for the detailed review and feedback!</p> <p>1) Yes – thanks! That does belong with the 5-point score. We will fix the formatting.</p> <p>2) Good idea. We typically leave it up to the applicant/presenter to provide a little more detail about the strategy goals their project is addressing, but I think it would be helpful to also provide that to our advisory committee for reference in advance.</p> <p>2a) Again, good idea. We will share this with our board and raise it with State Parks staff to find out if that is something their Commission would like to emphasize.</p> <p>3) I'm glad you found it to be inclusive. And we will share your other suggestions.</p> <p>4) It's up to the applicant/presenter to demonstrate/show their progress or readiness, and for the evaluator to assess and score. So a simple claim of progress should not score as well as a project that has</p>

	<p>commitment to change: evolving state demographics and values. Data show that different ethnic groups recreate in different ways. To serve all Washingtonians, state parks will need to provide facilities and activities that appeal to the diverse population of the state.</p> <p>Another expected demographic shift will be toward an older population. The increase in the state's population is mainly due to migration. Population growth due to "natural increase" (births > deaths) is slowing. As the state's population ages, state parks will need to provide facilities and activities that appeal to, and are accessible by, older people.</p> <p>Will applicants and evaluators be back to looking at census tracts and % of "older" population? Those projects in areas with 50% being scored higher than those with 10% say. And how does Parks define "older"?</p> <p>4) 9 - Readiness to Proceed. Scoring on Development based on construction drawings. How does an evaluator score? Is there some 60% completion formula here or is it based on whatever the applicant may claim?</p>	<p>some level of plans completed.</p>
<p>Scott Thomas, Administrator and Town Attorney, Town of La Conner</p>	<p>Inadequate consideration has been given to address the needs of persons with disabilities.</p> <p>Detailed scoring criteria 2 – Project Significance – should be modified as follows:</p> <p>Ways to Grow: Inviting novices <u>and those previously incapable of experiencing Washington's outdoors to do so.</u></p>	<p>I appreciate your concern about addressing the needs of persons with disabilities.</p> <p>Regarding criteria #2, this language is taken directly from the State Parks Commission's Statewide Acquisition and Development Strategy, but I will share your suggestion.</p>

	<p>Detailed scoring criteria 3 – Acquisition Priority – should be modified as follows: <i>How does the acquisition expand access and provide opportunity for people of all races, ethnicities, national origins, gender, sexual orientation, abilities, religions, veteran status, and ages?</i></p> <p>Detailed scoring criteria 7 – Project Support – should be modified as follows:</p> <p>Project Support. <i>How has your organization informed and engaged interested parties about the project including marginalized and/or underrepresented populations? What statewide, community, and user grounds were consulted and what support has been demonstrated for this project? <u>What steps did you take to reach out to marginalized and/or underrepresented members of the community that do not belong to any organized group?</u></i></p>	Regarding criteria 3 and 7, thanks for your suggestion.
<p>Matt Mathes, PLA Washington State Landscape Architect, Bellevue Parks and Community Services Board 1991-99 RTP technical scorer for 2 years ALEA technical scorer for 1 year</p>	<p>I am opposed to all recommended changes, except for modifications to #5 and #9 scoring factors.</p> <p>In #5, I support a move away from "sustainability", an overused key term with 26 different definitions in the year 2005 (Source: Financial Times). Also in #5, elimination of the term "environment" removes another over used term within WA state with too many existing definitions in WA state law - SEPA, Shorelines, urban context as an environment, GMA, etc. The term "ecological" is an improvement for the core purpose of #5 to score the natural processes.</p>	Standard response.

	<p>My opposition to proposed modifications #1 through #4 are: Too many added aspects require snap value judgements by scorers in all four scoring questions by adding 9 new terms to 4 scoring categories: <u>rac</u> <u>ethnicities</u> <u>national origins</u> <u>gender</u> <u>sexual orientation</u> <u>abilities</u> <u>religions</u> <u>veteran status</u> <u>ages</u></p> <p>However, the 9 added terms are already in separate federal or state requirements that are applied after funding is awarded. The 9 factors are not needing any added highlight in state parks grant scoring. Most of the 9 added terms are not defined, or locally situationally defined, and each of the 9 can vary year to year for exact counts, including 10 years US census numbers just released. Also, there is considerable lack of common definitions of all 9 new key terms for #1 thru #4.</p> <p>My second reason for opposition is repeating the same 9 factors in four scoring numbers #1, #2, #3 and #4. This eliminates existing differences in all 4 scoring points. Should a scorer pick only 1 of the 9, or rank all 9 plus other items already in each of the four scoring categories? How should each of the 9 new factors plus existing factors be weighted? These are all unknown and unaddressed by the modifications.</p>	
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	<p>My opposition to #6 and #7 is that "Underrepresented population" and "marginalized" are two proposed terms with no defined thresholds for measurement, in absolute or relative terms.</p> <p>Also, the concept of "equity" is a term with at least 4 definitions, yet this concept is needed to score or restore "under-represented" in grant awards.</p> <p>However, "Equity" can mean 4 different concepts to different people, so parks and recreation departments were encouraged to agree on "a common interpretation" and put it into practice, by John Crompton, a Texas A&M University professor and College Station, Texas, elected official. Crompton describes four interpretations of equity, including equality and compensatory equity. (Source: NRPA)</p> <p>Using the one example above, restoration of equity or "compensatory equity" to an "underrepresented population" becomes whatever any individual scorer wants it to be in 6 different scoring categories #1 thru #4, #6 & #7 if modifications are implemented.</p> <p>All appointees to the WWRP technical committee probably skew toward the core values of current WA state administration. The proposed mods #1 thru #4, #6, #7, #8 are leaning left and liberal except for mods to #5 and #9. So, appointees core values combined with proposed modifications creates a political partisan action that distorts funding award outcomes for grants to</p>	
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	<p>state parks, instead of serving all WA state residents, plus all WA state tax payers or visitors to WA state parks.</p> <p>Consistency rather than change to state park scoring definitions has served WA state very well for many decades.</p> <p>Thanks for the opportunity to comment.</p>	
Janice Sears, WWRP State Parks Advisory Committee Member	<p>I am in support of these changes. From my perspective, these changes make the scoring clearer and more current.</p>	<p>Thanks for your feedback and glad to hear that.</p>

Attachment C

Recreation and Conservation Funding Board

Resolution 2022-03

WWRP State Parks Category

WHEREAS, the Revised Code of Washington (RCW) 79A.15 authorizes the Recreation and Conservation Funding Board (board) to adopt evaluation criteria for the Washington Wildlife and Recreation Program (WWRP), State Parks category; and

WHEREAS, the Recreation and Conservation Office (RCO), with board direction, drafted evaluation criteria changes for the WWRP State Parks category to improve the questions the WWRP State Parks Advisory Committee and the Washington State Parks and Recreation Commission use to evaluate projects; and

WHEREAS, RCO posted a notice on its Web site and solicited comments from over 3,000 members of the public: and

WHEREAS, the State Parks and Recreation Commission reviewed the public comments and RCO's proposed modifications of the criteria, which was designed to improve the evaluation questions as suggested by the public; and

WHEREAS, RCO recommends the board approve the proposed evaluation questions as presented in Item 6, and

WHEREAS, the proposed evaluation questions are consistent with state law and the board's administrative rules,

NOW, THEREFORE BE IT RESOLVED, that the board adopts the proposed revisions to the evaluation questions for the WWRP State Parks category as described in Item 6, and

BE IT FURTHER RESOLVED that the board directs RCO staff to incorporate these changes into the evaluation criteria and in the appropriate grant program manuals, and

BE IT FURTHER RESOLVED that the evaluation criteria shall be effective beginning with the 2022 grant cycle.

<i>Resolution moved by:</i>	Member Peter Herzog
<i>Resolution seconded by:</i>	Member Michael Shiosaki

<u>Adopted</u> / <i>Defeated/Deferred</i> (underline one)	Adopted
<i>Date:</i>	January 25, 2022



Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2022

Title: SCORP and Trails Plan Update

Prepared By: Katie Pruitt and Ben Donatelle, Policy and Planning Specialists

Summary

This memo summarizes the planning process and public outreach efforts to date of the 2023 update to the Washington State Recreation and Conservation Plan (SCORP) and State Trails Plan.

Board Action Requested

This item will be a:

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

Introduction

The Recreation and Conservation Office is currently updating the State Recreation and Conservation Plan and Statewide Trails Plan. The current plans expire at the end of 2022 and a process is underway to develop new plan priorities and funding goals.

RCO staff worked with the SCORP and Trails Plan committees to develop a series of public outreach and engagement initiatives that will inform the plans. These initiatives enable staff to gather input on outdoor recreation access, opportunities, and experience from stakeholders and the general public prior to developing recommendations. This outreach strategy builds on methods used in past statewide planning efforts to engage the public early in plan development rather than after recommendations are drafted.

This memo discusses the planning process to date and summarizes next steps.

Why do we plan?

The current Washington State Recreation and Conservation Plan, or SCORP, and the State Trails Plan are updated every five years. The Recreation and Conservation Plan is a comprehensive plan that provides a common vision for public funding of outdoor

recreation and conservation priorities. It also includes a roadmap to implement that vision. The State Trails Plan addresses the needs of trail users, land managers, and communities while outlining strategies to fund trail development and maintenance across the state. Together, these plans unlock federal and state funding and serve as the foundation for allocating that funding across the state. RCO is working with steering committees, partners, and the public to update the two plans.

Planning committees and timeline

Two planning committees were established for SCORP and Trails Plans, each consisting of stakeholders and partners from statewide recreation and conservation interests and sister agencies. Each committee also includes representatives from the Recreation and Conservation Funding Board. RCO staff began hosting meetings with the planning committees in spring of 2021.

Committee discussion topics have included a planning overview, plan focus areas, visioning and goal setting, a public engagement process, surveys and other public outreach methods, service levels, and the role of a revised state trail designation system.

In the first quarter of 2022, the committees will review the results of the public engagement strategy and begin developing recommendations and priorities for the new plans.

Public engagement summary

RCO staff developed a public engagement strategy for SCORP and Trails planning that centered around three primary initiatives: an informational website, a series of public surveys, and direct outreach at partner events, meetings, and activities.

Each SCORP has included an assessment of demand. RCO contracted Eastern Washington University (EWU) to develop an online survey methodology for the 2018 plan update. We have again contracted EWU and anticipate the "Demand Survey" will provide even better statewide results based on improvements recommended by the committees, EWU, and staff. The demand survey assesses participation rates over the past 12 months in 70 activities across 9 categories. Respondents to this survey represent a random sampling of the state's population. Data collected will inform the recommendations and priorities developed by the planning committees. The demand survey has been distributed and will remain open until the end of January.

Additional public surveys were developed by RCO staff and planning committees. An "Experience Survey" supplements the recreation demand survey by focusing on questions about recreation access, desired experience, barriers to participation, and how

to encourage greater participation. This survey was open for six weeks between October 15th and November 30th, and generated over 5,400 responses. Staff are analyzing the results and may be able to present some preliminary findings at the January board meeting.

A "Provider Survey" explores recreation trends, issues, and challenges experienced by land managers and other recreation providers. This survey was conducted in past SCORP updates and has been significantly modified based on staff and committee feedback. This survey opened for submissions December 10 and will be open through the end of the year. Data collected will inform the recommendations and priorities developed by the planning committees.

We are also conducting a "Tribal Survey" for Tribal nations. We recognize their unique role as resource managers and want to understand their challenges in addressing recreation and conservation opportunities. The "Tribal Survey" will be available after January 1, 2022.

Additionally, RCO staff attended or presented at more than 15 partner organization meetings, events, or activities between May and November. Highlights include the Commission on African American Affairs, the Office of Equity, Pierce County Trails Conference, Washington State Trails Coalition semi-annual trails caucus and meetings with individual non-governmental organizations (NGO) or coalitions of advocacy partners.

As the series of surveys are still underway, it is premature to present any findings in this memo. RCO staff hopes to present an overview of preliminary results at the Board's meeting in January.

Next Steps

Staff will summarize results of the surveys and other public engagement through early 2022. Responses will be integrated into a report summarizing trends and conclusions to help inform committee recommendations.

The planning committees will continue to meet through April 2022 to develop policy and funding priorities for the draft plan that will be available for the board to review by summer 2022. The draft plan will then go out for public comment, revised, and finalized before October 2022. The Recreation and Conservation Funding Board will have the opportunity to adopt the plan and forward to the Governor for approval before submitting to the National Park Service by the end of 2022.



January 2022
Data Results



April 2022
**Steering
 Committee
 Recommendation**



July 2022
Public Draft



October 2022
Board Adopts

Strategic Plan Link

<https://rco.wa.gov/wp-content/uploads/2019/07/RCFB-StrategicPlan.pdf>

The 2023 update to the Washington State Recreation and Conservation Plan meets goals one and three of the board’s strategic plan. The first goal is to help our partners protect, restore, and develop habitat and recreation opportunities that benefit people, wildlife, and ecosystems (through such actions like a comprehensive planning effort that identifies gaps and future priorities). The public engagement process that SCORP entails meets the third goal of the strategic plan: to deliver successful projects by inviting competition and by using broad public participation and feedback, monitoring, assessment, and adaptive management.



Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25, 2022

Title: Physical Activity Task Force Update

Prepared By: Katie Pruitt, Planning and Policy Specialist

Summary

This memo summarizes a 2021 legislative proviso to improve equitable access to athletic fields and facilities. Julie McCleary with the University of Washington Center for Leadership in Athletics will present recommendations developed by the Physical Activity Task Force.

Board Action Requested

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

Proviso Overview

The 2021-2022 Operating Budget¹ included a Recreation and Conservation Office (RCO) legislative proviso to convene a Physical Activity Task Force to consider ways to improve equitable access to K-12 schools' fields and athletic facilities. The budget included up to \$175,000 of the youth athletic facility non-appropriated account to support the work with a final report due to the Washington State Legislature and Governor's Office no later than Feb 1, 2022.

Physical Activity Task Force

As directed by the proviso, RCO convened a Task Force² with representation from around the state, including school administrators, parks departments, health departments, sports leagues, and organizations representing communities of color and other diverse communities. The Task Force met six times between August

¹ [2021-2022 Operating Budget, ESSB 5092-S.PL, pages 323-324 \(and 569-570 for funds\)](#)

² Task Force members are listed at the end of this memo.

and January with the objective of developing policy recommendations and best practices to improve equitable access to athletic facilities. The goal of their work is to increase physical activity for youth and families.

RCO contracted with Julie McCleary, University of Washington Center for Leadership in Athletics (UWCLA) to write the final report and conduct Task Force research, and Adrienne Moore, Center for Healing and Justice Through Sport to facilitate Task Force discussions. Both are members of the King County Play Equity Coalition³ and brought essential knowledge to support the Task Force.

Athletic Facilities Inventory

The proviso also included an inventory of K-12 schools and parks athletic fields and facilities. RCO contracted with Washington Hometown (WHT) to survey schools for data on sports fields, courts, gyms, swimming pools, stadiums, and other athletic facilities in Washington (parks data was already available). WHT also inventoried joint use agreements, allowed users, and scheduling rules associated with school locations.

Environmental Systems Research Institute (ESRI) is developing a map to display the athletic facilities inventory. The public map will allow users to see detailed information about the type and quality (turf v. natural) of fields and facilities at schools and parks throughout the state. It also includes a service level assessment for athletic facilities using urban walk times, rural drive times, and population density. A summary of data and analysis will be included with the report, as well as recommendations for further data development and analysis.

Task Force Work

The Task Force is guided by recommendations from numerous studies and reports about the health benefits of access to athletic facilities. These include greater cognitive function, positive mental health, better educational outcomes, and lower health care costs in adulthood ([Aspen Institute, 2015](#)). It has also been found that schools are an underutilized community resource ([Aspen Institute, 2019](#)).

Joint Use Agreements

Joint use of public school facilities is the use of school-district-owned facilities by a non-district entity. The terms “joint use” and “shared use” are used interchangeably

³ The King County Play Equity Coalition is a network of organizations dedicated to challenging and changing systems to shift power and center physical activity as a key part of health and youth development.

and are a well-known strategy “to improve educational outcomes for children, advance the health of children and adults, and use public and private funds efficiently” ([21st Century School Fund and Center for Cities & Schools, 2014](#)).

The proviso calls for consideration of and an inventory of joint use agreements, or JUAs, between schools and parks with a special focus on building partnerships, improving scheduling practices, facility rental fees, and other strategies. To address this strategy, UWCLA interviewed several JUA stakeholders across the state and utilized interviews done for the Seattle-King County State of Play report (Aspen Institute, 2019). Interviews, data inventory, and a literature review found the following on joint use agreements:

1. Most districts/municipalities have shared use agreements,
2. Many efforts have addressed shared use recommendations and offered best practices,
3. Most end users feel that there is lack of adequate access to community assets (fields and facilities) despite having shared use agreements,
4. Many schools face significant barriers to providing access and need resources and shared community vision, and
5. Some schools have stand- out shared use agreements, (Tacoma, Spokane, Vancouver), but it can be difficult to apply these urban examples as statewide models.

Solutions Categories

Rooted in the understanding that joint use agreements alone will not improve equitable access and that other barriers exist, the Task Force developed the following solutions categories (or problem statements) to focus their work:

COST

There is significant cost to schools to allow community usage of facilities. Due to this cost burden, schools might a) pass the cost onto users or b) curtail community usage of schools.

SCHEDULING

Scheduling systems and points of entry vary across districts and parks systems. The lack of standardization and inaccessible systems can be challenging for external groups, especially new and non-English speaking groups, to navigate these systems.

LIABILITY/RISK

While schools/parks are generally indemnified against risks/harm to end users, they often feel concerned about liability & risk to property/safety/public perception;

insurance requirements to end users create barriers especially for new programs, lower cost programs, and non-English speaking users.

MISSION ALIGNMENT

Many schools and school districts do not view community physical activity as core to their educational mission and therefore often don't view their spaces as community assets.

SILOS

Educational and municipal strategic/fiscal planning are rarely integrated, leaving shared use to be a reaction to pressure as opposed to part of community planning efforts from the beginning. This has an impact on how facilities are designed and utilized. Silos exist at all levels: local, regional, state.

Task Force Recommendations

The Task Force is finalizing policy recommendations and best practices to be included in a final report to the Legislature. UWCLA will present the draft report and recommendations at the board meeting. Board members will have an opportunity to review and provide comment before the final report is submitted to the Legislature.

Task Force Members

1. Azeem Khan, NW Cricket League
2. Bernal Baca, Chair, Commission on Hispanic Affairs
3. Bookie Gates, Executive Director, Baseball Beyond Borders
4. Chris Zipperer, Physical Activity Coordinator, Washington Department of Health
5. Cindy Green, Spokane Regional Health Authority
6. Deb Brock, Spokane Youth Sports
7. DJ Garza, Educator, Wahluke School District
8. Douglas Baxter Jenkins, Virginia Mason Franciscan Health
9. Frank Gonzales, Kalispel Tribe
10. Jason Naranjo, Assistant Professor, University of Washington, School of Education
11. Jude LaRene, Interim Executive Director, DiscNW – Northwest Ultimate Association
12. Julie Parascondola, Director, City of Kent Parks, Recreation and Community Services
13. Ken Turner, Physical Activity Coordinator, Office of the Superintendent of Public Instruction
14. Lydia Fitalia, Commissioner, Commission on Asian Pacific American Affairs
15. Marissa Rathbone, Director of Strategic Advocacy, Washington State School of Directors

16. Roz Thompson, Director of Govt Relations and Advocacy, Association of Washington Principals
17. Sarah Margeson, King County Parks
18. Susan Schwiesow, Moses Lake Parks & Recreation
19. Trang Lam, Parks and Recreation Director, City of Camas
20. Walter Chimal, Kennewick Boys & Girls Club
21. Warren Stevens, Lower Elwha Klallam Tribe

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: January 25-26, 2022

Title: Equity Review

Prepared By: Leah Dobey, Natural Resources Policy Specialist

Summary

This memo summarizes progress on the comprehensive equity review of the Recreation and Conservation Office's recreation and conservation grant programs.

Board Action Requested

This item will be a:

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

Background

In November of 2020 the Recreation and Conservation Funding Board approved [Resolution 2020-35](#), recognizing its obligation to ensure its programs and policies are equitable and inclusive. In 2021 the state legislature appropriated \$375,000 to RCO to conduct a comprehensive equity review of specific recreation and conservation grant programs. Goals of the review include, to:

- Reduce barriers to historically underserved populations' participation in RCO grant programs;
- Redress inequities in existing RCO policies and programs; and
- Improve the equitable delivery of resources and benefits in these programs.

Upon completion of the review, RCO will receive recommendations regarding changes to agency policies and operational practices to reduce barriers to funding and identify new investments or programs to prioritize historically underserved populations.

During the briefing, staff will provide high-level themes from the first round of community engagement and a demonstration of the mapping tools.

Components of the Review

Community Engagement

To solicit perspective from a wide range of communities, RCO contracted with The Vida Agency (TVA), which has designed and is implementing a community engagement strategy. Through listening sessions, interviews, and a virtual comment form, TVA is collecting feedback directly from communities on their recreation and conservation needs and barriers within RCO's grant programs.

Analysis of community feedback will be used to inform the comprehensive equity review.

Comprehensive Equity Review

RCO has contracted with Prevention Institute (PI) to analyze RCO policies, granting procedures, and TVA's community engagement results to produce a report detailing recommendations. As these recommendations are developed, TVA will solicit further feedback from targeted communities, stakeholders, and various state commissions and offices prior to completion of the review. A final report is due to legislature June 30, 2022.

Equity Mapping Tools

In addition to the above components of the review, RCO has worked with GIS mapping firm Environmental Systems Research Institute (ESRI) to create two equity mapping tools showing RCO project locations relative to health and social disparity information. The maps are based on information from RCO's PRISM database and the Department of Health's (DOH) [Environmental Health Disparities Map](#), an interactive mapping tool that compares communities across our state for environmental health disparities.

Select disparities were used to create a bivariate map, which shows the amount of RCO investment over time versus disparity by census tract. For example, the map can identify communities that have received low levels of RCO investment but have high levels of health or social disparity. A second tool was created to map funded and unfunded RCO projects, providing a geographic representation of successful and unsuccessful recreation and conservation applications. In addition to maps, both tools also include graphical representations of RCO projects and investment relative to health disparity.

These maps can be used to help identify where investments may be needed to provide more equitable access to green spaces and recreation opportunities in Washington.

Next Steps

Staff will summarize findings from the equity maps and identify future uses for the tools in early 2022.

Prevention Institute is developing recommendations based upon its review and the first round of community engagement. The Vida Agency will share results of the first round of community feedback and high-level recommendation concepts with communities in a second round of listening sessions and interviews in March and April 2022. PI will continue to refine recommendations and incorporate community and stakeholder feedback prior to completion of the equity review in June 2022.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: January 25, 2022

Place: Online

Recreation and Conservation Funding Board Members:

Ted Willhite, Chair	Seattle	Shiloh Burgess	Wenatchee
Kathryn Gardow	Seattle	Angus Brodie	Designee, Department of Natural Resources
Michael Shiosaki	Seattle	Amy Windrope	Designee, Washington Department of Fish and Wildlife
VACANT	Vacant	Peter Herzog	Designee; Washington State Parks and Recreation Commission

This summary is to be used with the materials provided in advance of the meeting. The Recreation and Conservation Office (RCO) retains a recording as the formal record of the meeting.

Call to Order

Chair Ted Willhite opened the Recreation and Conservation Funding Board (RCFB) meeting at 9 AM and asked **Julia McNamara**, Recreation and Conservation Office (RCO) board liaison, to call roll, determining quorum. **Member Amy Windrope** was absent during roll call but joined shortly after. Next, Ms. McNamara provided an overview of webinar rules and etiquette.

Motion: Approval of January 25th Meeting Agenda

Moved By: Member Shiosaki

Seconded By: Member Gardow

Decision: **Approved**

Item 1: Consent Agenda

The October 5-6, 2021, meeting minutes were reviewed and accepted. **Chair Willhite** addressed time extensions and cost changes associated with various projects. Chair Willhite recognized 23 volunteers and spoke about agenda changes to be considered by the board due to member scheduling conflicts. Items 10, 11 and 12 were proposed to be moved from January 26 to January 25. Item 9 will be postponed until the April 2022 meeting. The proposed amendments to the agenda were voted on and approved by the board through Resolution 2022-01.

In making Chair comments, Chair Willhite spoke about challenging issues now and ahead for the board, including issues associated with Diversity, Equity, and Inclusion (DEI), climate change, increased use of public recreation areas, and outreach efforts. He stated the importance of listening intently to the presentations as the board works to move forward with their decisions.

Motion: Approval of Resolution 2022-01

Moved By: Member Burgess

Seconded By: Member Brodie

Decision: **Approved**

Item 2: Director's Report

Director's Report

RCO Director, Megan Duffy spoke on key agency activities, including the equity study, trails caucus, the Director's Award of Excellence, the Director's Achievement Award, and new staff introductions. Greater detail on those topics can be found in memorandum 1 of the meeting materials.

Legislative Update

The board inadvertently skipped the Legislative Update, moved to the Grant Management Report, then returned to this update. **Director Duffy** shared RCO's items in the Governor's budget, which includes: funding for the Governor's Salmon Recovery Office (GSRO) to implement the Statewide Salmon Strategy; \$250,000 for RCO to study and determine long term funding recommendations for salmon recovery efforts; \$100 million for the Salmon Recovery Funding Board (SRFB) Riparian Grant program; \$300,000 for a Lake Union boating education program; and \$52 million for the Office of the Superintendent of Public Instruction (OSPI) for outdoor education grants for 5th and 6th graders, which may intersect with RCO.

Director Duffy also relayed that RCO is watching Senate bill 5925 and companion House bill 2078 which seek to establish the "Outdoor School For All" program; House bill 1882, which encourages better outdoor state recreation leadership and development through a committee; House bill 1838 (the "Lorraine Loomis Act") which focuses on preserving riparian areas for salmon recovery; House bill 1653 which aims to improve statewide fish recovery coordination; and Senate bill 5793 which focuses on stipends for low income and/or unrepresented community members sitting on state boards, committees, councils etc. Several other items being monitored within the House, including bill 1672,

which offers local property tax levies for conservation features, and bill 1025, which focuses on local parks funding options.

Lastly, Director Duffy shared that the Outdoor Recreation Caucus (ORC) is meeting weekly to discuss pending legislation, policy, and outdoor recreation information.

Member Gardow asked for a list of individuals on the caucus, including their affiliations.

TASK:

Provide RCFB members with the ORC representatives list. This request was fulfilled by Leah Dobey, Policy Specialist.

Grant Management Report

Marguerite Austin, RCO Recreation and Conservation Grants Section Manager, announced that staff will kick-off the 2022 grant cycle with three application webinars. They will be held February 17, February 22, and August 10. The webinar on February 17 will focus on the habitat conservation and outdoor recreation programs. The February 22 webinar will focus on the community forest, farmland, and forestland preservation programs. The webinar on August 10 will focus on grants for backcountry trails, motorized boating, and shooting ranges. More information regarding these webinars can be found on the [RCO website](#).

Grant Services Report

Kyle Guzlas, RCO Grant Services Section Manager, did not have a verbal report for this meeting, but stated he was available for questions.

General Public Comment

None.

Item 3: Policy Updates

Community Forest Update

Leah Dobey, RCO Policy Specialist, provided a general overview of the program, sharing that RCO had established an advisory committee in 2020 to develop the Community Forest Program (CFP). During the first grant round 15 applications were submitted and six projects were funded from the allocated \$16.2 million. Feedback was gathered from the advisory committee and applicants to improve the 2022 grant cycle.

Ms. Dobey emphasized that the CFP is an office program, so it does not fall under board jurisdiction. However, the board remains involved in the program progress and reviews

the project ranked list prior to legislative submission. Application updates were added after the first grant cycle. These changes included adding an unscored project introduction, an expansion to the forestland benefits criteria to include additional benefits like public access and climate resiliency and adding edits to the stewardship and management criteria to show the project economic viability.

To support applicants, a checklist and formal manual have been developed. The second grant round will be open from February 17 to May 3.

Member Gardow asked the difference between the Washington Wildlife and Recreation Program (WWRP) Forestland Preservation Category and the CFP. **Marguerite Austin** explained that CFP applicants can purchase land in fee simple while the WWRP Forest Land Preservation category only allows the purchasing of conservation easements.

Member Gardow then asked if there was variation in who would apply for these programs. Ms. Austin stated some differences exist: eligible WWRP Forestland applicants are cities, counties, nonprofit nature conservancies and the Washington State Conservation Commission. CFP applicants are local governments (cities, counties, public development authorities, and special purpose districts), Native American tribes, nonprofit nature conservancies and state agencies if they partner with one of the other eligible entities. When asked about funding, staff indicated that there is more funding available in CFP while the Forestland Preservation category receives only 10 percent of the total Farm and Forest account.

Stadium Youth and Community Athletic Facilities Funds

Adam Cole, RCO Policy Specialist, gave background information regarding the Stadium Youth and Community Athletics Facilities Funds program. Funding for this program was provided from excess revenue from the Seahawks Stadium bonds, totaling \$43 million. An advisory committee will be formed to assess and determine the program structure.

Funding is made available to applicants through a competitive grant process, is only applicable for outdoor community recreation facilities, and applicants include cities, counties, and nonprofits.

The program, which focuses on providing equitable access to communities in need, stipulates that the funding be split equally by thirds between new projects, improvement/development, and maintenance projects, and will be awarded proportionally to the state population.

The advisory committee will ideally have its first meeting in February or March 2022. The timeline is still in progress, but RCO staff is considering offering an initial expedited

program to make funding available in 2022 for planning grants, in preparation for a larger capital grant process in 2023.

Mr. Cole provided a project flowchart that included possible leadership, tasks, and interactions. The timeline provided short- and long-term steps necessary to achieve the funding release date goals.

After commending Mr. Cole on his work and the program, **Chair Willhite** asked if the ultimate rankings would be brought to the board and what their role will be. **Director Duffy** shared that RCO is still reflecting on the board's role, as the statute does not dictate an action role; she added that the advisory committee would help define that scope after formation.

Chair Willhite suggested following the traditional method of grant projects, allowing the public to have a say in the ranking process and taking a board vote. He then asked if these funds applied strictly to capital projects, and not routine maintenance projects. Mr. Cole responded that there is room for routine maintenance to be funded per the "maintenance" project type stipulated in statute.

Member Shiosaki asked if there was a specific deadline or if the "spend down" was general. He also stressed the importance of an equity focus on this program. Mr. Cole responded that there is no time limitation and that leaves several possibilities for funding distribution, and the idea of an endowment was briefly discussed. **Member Gardow** asked if there was a statutory project scale or if that would be determined by the advisory committee. Mr. Cole responded that it is another decision for the advisory committee.

Member Brodie asked for further expansion on the equity focus. Mr. Cole explained that RCO is awaiting feedback on an equity study that focuses on recreation and conservation grants programs. The results of this study will guide funding distribution.

Member Brodie followed up by asking the timeline of the several reports and studies taking place within RCO, including the Equity Study and SCORP. Director Duffy responded, stating the Physical Activity Task Force Report is due to the Legislature in February 2022 and the external equity reviews are due to the Legislature on June 30, 2022. She then shared the background in lining up the dates to ensure these crucial studies were used to inform the stadium funds program.

Before moving to the next agenda topic, Director Duffy asked for the board to reflect on whether the April meeting would be in person or virtual. Board members agreed to

allow Chair Willhite and Director Duffy to make a decision on whether the April meeting would be in-person/hybrid or online only.

TASK:

Chair Willhite asked that Adam provide updates at future board meetings concerning the funding program until completion.

BREAK: 10:05 AM – 10:20 AM

Item 4: Annual Compliance Report

Myra Barker, RCO Compliance Specialist, provided an annual compliance report on the agency's compliance program.

During the presentation, Ms. Barker explained the compliance portfolio contains over 6,100 worksites. Staff completed 319 inspections in 2021 and resolved 213 compliance issues. Staff apply the board's compliance policies to requests for changes to project areas; four allowable use requests and seven exceptions to conversion requests were approved.

The 2022 inspection strategy includes a goal of completing 500 compliance inspections. Staff will continue to focus on resolving compliance issues with an emphasis on unapproved conversions.

Factors impacting compliance issue resolution are being reviewed, including asking if the agency is effectively communicating with sponsors. Sponsor priorities, sponsor resources, RCO staff capacity, and public interest all impact resolving issues.

Ms. Barker highlighted several projects where sponsors continue to meet the long-term obligation of the grant of providing public outdoor recreation and habitat protection and conservation. This included projects that were completed over 50 years ago.

Member Shiosaki asked how many agencies qualify as high-risk sponsors. By policy, a high-risk sponsor is one with an unresolved conversion of at least two years with no substantial progress towards resolution. Ms. Barker explained she was unable to provide that information at this time but will follow-up with Member Shiosaki after the meeting.

Member Gardow asked what percentage of completed projects are considered "compliance projects" and how long project compliance has been established. Ms. Barker clarified there are 6,100 work sites in the compliance portfolio, and while the specific data is not readily available for every worksite, overall, staff are finding less than

two percent are not in compliance with the grant agreement. Ms. Barker also explained that the long-term compliance obligation has been in effect since the first project was funded.

Chair Willhite asked whether or not sponsors self-inspection compliance reporting would be a useful compliance tool or not. . While staff is open to more discussion on sponsor self-inspection reporting, Ms. Barker and Director Duffy reminded board members that agency capacity is a concern when it comes to self-reporting and any changes will be a long-term consideration. Chair Willhite suggested adding this topic as a future agenda item.

Addressing compliance themes, Ms. Barker reported that the most common compliance issues were due to encroachment on the project boundary by adjacent landowners, ineligible structures built within the project area, and permanent closures.

TASK:

Ms. Barker will provide Mr. Shiosaki with the number of sponsors who could be designated as a high-risk sponsor.

Item 5: Land and Water Conservation Fund: Increasing Grant Limits

Marguerite Austin presented the request for a decision concerning increasing the grant limits for the Land and Water Conservation Fund (LWCF).

In part, this request was made due to increasing revenue for this program, the percent of applicants requesting the full grant amount, the fact that funding limits are not aligning with inflation, and to make the program more attractive to potential sponsors.

When considering public comment regarding the minimum grant limit, the majority (over 45 percent) of the respondents supported "10 percent of the maximum grant limit." The public was also asked about the maximum grant limit and 39 percent (the majority) preferred the \$2 million limit. Concerns regarding the maximum focused on ensuring smaller projects are still competitive and that grants fund more than one large project, which could happen if there were no limits.

During discussion, board members expressed support for the resolution, which would approve a minimum grant limit of 10 percent of the maximum and a maximum request of \$2 million.

Public Comment

Paul Simmons, Olympia Parks, Arts and Recreation Director, commended Ms. Austin for her thorough work. He spoke to the importance of this resolution and how much costs have increased over the years, which affects the amount of funding provided. He then stated projects are in planning several cycles ahead, and how this resolution will have a positive impact on agencies.

Motion: Approval of Resolution 2022-02

Approved By: Member Gardow

Seconded By: Member Shiosaki

Decision: **Approved**

Item 6: Washington Wildlife and Recreation Program (WWRP): State Parks Category Evaluation Criteria Changes

Karl Jacobs, RCO Senior Outdoor Grants Manager, presented on criteria changes for the Washington Wildlife and Recreation Program (WWRP) State Parks category. Draft changes to the program were reviewed by the board at its June 2021 meeting and public response was reviewed by the board at the October 2021 meeting. In response to the public comment, RCO staff incorporated additional changes to the criteria with approval from the Washington State Parks and Recreation Commission. This included incorporation of DEI language to criteria 3 and 4.

The DEI language is intended to enhance and expand inclusion to communities from diverse backgrounds and communities lacking representation. The State Parks DEI Director reviewed the criteria and aided in developing these recommendations, which also included changes to criteria 7 and 8, changing the language from “marginalized and/or underrepresented populations” to “historically marginalized or excluded” and from “underrepresented groups” to “community-based organizations.”

Chair Willhite stated that this discussion is consistent with a previously approved proposal, adoption of a DEI statement, via Resolution 2020-35.

Member Herzog recognized Mr. Jacobs and the assistance of State Parks’ DEI director to appropriately guide the criteria to be more reflective of Washington communities.

Member Shiosaki thanked Mr. Jacobs and the work of RCO in improving the language and establishing consistency of the board’s focus on DEI. **Member Gardow** also expressed her appreciation of the team’s work and the resulting resolution.

Public Comment

None.

Motion: Approval of Resolution 2022-03

Approved By: Member Herzog

Seconded By: Member Shiosaki

Decision: Approved

LUNCH: 12:05 PM – 1:20 PM

Member Brodie returned to the meeting at 1:25 PM.

Item 7: SCORP and Trails Plan Update and Survey Results

Katie Knight Pruitt and **Ben Donatelle**, RCO Policy Specialists, gave updates on the State Recreation and Conservation Plan (SCORP) and Trails Plan.

Ms. Pruitt provided a timeline of the current SCORP activity, detailing that the final plan draft would be submitted to the board and Governor in fall of 2022 for approval before being submitted to the National Park Service.

Ms. Pruitt noted that public engagement is happening via several public engagement surveys. The Provider and Experience surveys have closed, but the Demand, Map, and Tribal surveys are all still ongoing. To engage more closely with the tribes, the Tribal Survey was developed separately from the Direct Survey to gain tribal insight.

Ms. Pruitt provided preliminary findings of the inclusive Experience Survey. She emphasized the results should be regarded with caution, as the committee is aware that it did not accurately represent Washington demographics. The majority of the 5,340 results came from respondents identifying as white, over the age of 25, with an above average median household income. Some of the preliminary findings concluded that individuals travel most using personal vehicles to destinations up to an hour away; people go outdoors to connect with nature or exercise; and available time, distance, and sites exceeding capacity were deterrents from recreating.

Additionally, the Demand Survey will provide more in-depth analysis. The Experience Survey served to provide an additional sampling to give more general information.

Mr. Donatelle presented the results from the Washington State Trails Caucus survey. Most of the questions from this survey were adapted from the Experience Survey. In summary, the survey results indicated that trails are most used for walking, the top snow

activity is snowshoeing, barriers to recreating are linked to time and limited capacity at trails, and people want dedicated sustainable funding for trails.

As there are several surveys still open and survey data is being analyzed, Mr. Donatelle stated the importance of compiling the information into a holistic report to be used by the advisory committees as they create recommendations in the SCORP plan.

Displaying the Map Survey, Mr. Donatelle explained that members of the public can add their favorite spot for recreation and a tree will populate the map.

Chair Willhite, Members Gardow, Shiosaki and Burgess thanked Ms. Pruitt and Mr. Donatelle for their hard work.

Member Gardow expressed interest in sharing the map on social media and asked the committee to focus more intently on that effort.

Chair Willhite asked if the Comprehensive Outdoor Recreation Plan would address the challenges presented by climate change and if the project timeline was on track. Ms. Pruitt shared that climate change concerns are frequent issues raised in the surveys and steering committee and is part of the conversation. Ms. Pruitt also said there were several timing setbacks and with her moving to a new position in the GSRO, RCO is pursuing approval for an extension of the previous SCORP plan. An extension will ensure that RCO maintains eligibility for LWCF funding through NPS.

Chair Willhite suggested the continued involvement of tribes as the process continues.

Closing the topic, he asked Director Duffy how staff was handling this important project. Director Duffy shared that Mr. Donatelle will be taking lead, but the agency has reached out to several universities for contracting assistance on specific priorities.

TASK:

Email the board members links to all the SCORP/Trail Plan surveys.

Item 8: Physical Activity Task Force Update

Katie Pruitt, RCO Policy Specialist, and **Dr. Julie McCleery**, Research Director of the Center for Leadership in Athletics at the University of Washington, presented on the Physical Activity Task Force findings and recommendations.

This project resulted from a legislative proviso to address and improve equitable access to K-12 school and local park athletic facilities and fields. The final report is due to the Legislature February 1, 2022.

The task force was made up of 20 individuals representing local parks, school organizations, sports leagues, health agencies, tribal governments, and ethnic commissions. Task force work was supported by Ms. Pruit, Dr. McCleery, Adriene Moore with AM Consulting for the Center for Healing and Justice through Sport, and Jon Snyder, Senior Policy Advisory for the Governor's Office.

The task force met six times in 2021 and 2022, where they reviewed access barriers and provided recommendations to increase K-12 access to recreation areas. Sixteen task force members and eight recommended stakeholders were interviewed by Dr. McCleery. As a result of the interviews, policy recommendations were developed and feedback on the statewide map and final report was provided.

Dr. McCleery discussed the inequitable access to facilities, specifically stating that low-income communities and communities of color have the fewest number of recreational facilities available. The following facility usage barriers were identified: mission misalignment, silos, cost, scheduling, and liability. All these barriers are overlaid by several systemic barriers: "institutional racism, institutional inertia and risk aversion, and lack of data and accountability for use of community assets." Details on these barriers can be found in memorandum eight.

While joint use agreements between schools and the community are one way to address these issues, Dr. McCleery recognized that it would not solve the entirety of the problem.

Six recommendations were formed from this study and presented to the Legislature in the report. These include:

1. Establish three new policies in statute: 1) Update shared use policy language to designate schools as community centers, 2) establish a directive to the Washington State School Directors' Association to develop a model policy supportive of schools as community centers, and 3) offer financial incentives to districts that adopt and implement the model policy.
2. Develop communication campaigns to help schools and municipalities understand the importance of shared use agreements and schools as community assets.
3. Fund shared use innovation hubs.
4. Task state agencies, such as RCO, the Office of Superintendent of Public Instruction, and the Department of Commerce, to embed shared use practices and equitable access within grant programs.

5. Use of athletic fields and facilities inventory as a planning tool to prioritize facility need.
6. Commission a health study to understand the patterns associated with declines and inequitable gaps in youth physical activity.

Chair Willhite asked if the focus of this proviso was placed on youth or if it was expanded to elderly communities and youth facing disabilities. Dr. McCleery stated the legislative focus was on youth activity solely and discussed how Washington's weather adversely affects the participation of students with disabilities in outdoor activities.

Member Gardow asked if the studies would take personal devices and technology into account. Dr. McCleery shared an anecdote regarding parents choosing to give their children devices, because there are no easily accessible recreation areas close to their home and devices can be less expensive than signing their children up for sports.

BREAK: 2:35 PM – 2:50 PM

Member Burgess was absent from the meeting from 2:30 PM to 3:03 PM.

Item 9: Featured Projects

This item was moved to the April 2022 meeting.

Item 10: Equity Review

The board moved to the DNR update in item 12 due to scheduling conflicts, then returned to this item.

Leah Dobey, RCO Policy Specialist, spoke on the recreation and conservation grants equity review progress. RCO is conducting a comprehensive review that was mandated by the Legislature. The review analyzes policies and operational practices and will produce recommendations to reduce barriers to funding and improve equitable distribution of recreation and conservation grants.

There were three components and three contractors hired for this review: project maps (ESRI), community engagement (The Vida Agency) and a comprehensive review of the RCO grant process (Prevention Institute).

Community engagement was done through various multi-lingual listening sessions, one-on-one interviews, and comment form submission. Schools, local governments, environmental organizations, tribes, and previous applicants were some of those included in engagement.

As a result of the community engagement, one theme noted was the need for increased support to all, but especially small entities, entities lacking experience, and those for whom English is a second language. Increased support could include webinars, one-on-one direction, and increased instruction to help understand grant processes. Some participants expressed interest in additional trainings, education and/or clarity regarding eligibility.

To address barriers and improvements, many ideas were brought to the conversation, including collaboration between governments and community groups, options for presentations as an alternate to applications (to negate language barriers), mentorship, increased numbers of grant managers and establishing technical advisory committees.

The Vida Agency is analyzing the first round of data to incorporate into draft recommendations. A second round of engagement will take place in March before final recommendations are submitted in June. Ms. Dobey noted that RCO worked with the Environmental Systems Research Institute (ESRI) to create two maps to represent equity across Washington. The base information for these maps is from the Department of Health's Washington Environmental Health Disparities Maps. The second map shows RCO project locations relative to health and social disparity information.

A cross comparison of the bivariate map and the funded vs. unfunded projects map can provide a more in-depth analysis of the relationship of project funding and disparities. Looking forward, the equity maps, analysis from community engagement and the Prevention Institute's analysis will be used to draft recommendations, after which the recommendations will be refined and delivered as a report to the Legislature by June 2022.

Member Windrope asked about the main staff takeaways from these maps. Ms. Dobey stated the importance of keeping RCO opinions out of the review and letting the data be analyzed once fully compiled. **Director Duffy** supported Ms. Dobey's statement and said that the maps are only one piece to inform the recommendations.

Member Gardow inquired if we know how this information will be used in the future. Director Duffy stated that the report will contain recommendations that may guide future efforts. Director Duffy suggested that there are several avenues the recommendations could follow, whether internally or externally, or a combination of systemic changes, but we know that recommendation implementation will be a several year process. Ms. Dobey also stated that the Department of Commerce has an ongoing equity review, and RCO plans to have standing meetings with Commerce staff to update and coordinate efforts between the two agencies.

Member Herzog asked if the Prevention Institute was familiar with the themes in the compiled data, and if there was overlap in previous completed work. Ms. Dobby shared that the Prevention Institute has vast experience with these reviews, and she thinks there are potentially similar themes and topics the institute will be able to identify.

Item 11: Results of the Diversity, Equity, and Inclusion Board Survey

Scott Robinson, RCO Deputy Director, spoke on the results of the member surveys.

There are several DEI efforts underway, including the grants program equity review and an internal DEI Assessment. RCO partnered with DeMarche Consulting Group Inc. to conduct surveys and interviews, analyze policies and report findings and recommendations as part of the internal DEI Assessment.

The survey was distributed to all RCO board and council members and about 40 percent participated. Most answers were positive; however, a need was identified for additional resources for individuals whose first language is not English. Further, there are opportunities to offer training and resources to members.

The conclusions of this report will be analyzed and, along with the recreation and conservation grants equity review, may lead to additions to the board's strategic objectives. Deputy Director Robinson stressed the importance of continuing education and keeping an open mind when approaching DEI work.

Member Gardow inquired why so few board members participated in the survey. Deputy Director Robinson suggested that with number recent RCO surveys, perhaps board members were not enthusiastic about completing more, or maybe just had too much going on and did not have enough time to participate.

Item 12: State Agency Partner Reports

Member Brodie left the meeting at 4 PM.

Governor's Office

Jon Snyder, Senior Policy Advisor, shared the policies of interest in the Governor's Office.

Mr. Snyder stated that there are more than 40 outdoor recreation bills demonstrating the continued interest in outdoor activities despite the pandemic.

He expressed the Governor's interest in expanding access to outdoor school, specifically for 5th and 6th graders. Concerning outdoor school, the Governor's operating budget includes funding via proviso and there are currently two bills in both the House and

Senate in support of the proviso. While Washington has several outdoor programs currently, he stated the Governor's emphasis on expanding access to students from diverse backgrounds and students with disabilities.

There are several bills and packages regarding climate and salmon being discussed in session.

Department of Natural Resources

This item was presented before item 10 due to scheduling conflicts. After presenting on this report **Member Brodie** left the meeting for the day.

Member Brodie, DNR Uplands Deputy Supervisor, said that due to flooding, there have been several statewide closures and the agency is working to keep closures updated on its website.

DNR has implemented capital projects around the state. This includes ongoing bridge replacements on the Sadie Creek Off Road Vehicle (ORV) trail, trail expansion is ongoing on the Jones Creek trailhead in Yacolt Burn State Forest, Americans with Disabilities Act (ADA) improvements in Eagle's Nest Vista in the Ahtanum State Forest, and trail development in the Marckworth State Forest (south Puget Sound region).

A new snow park was established in the northeast region near the Radar Dome Trailhead to divert traffic from the Little Pend Oreille National Wildlife Refuge parking. It is being managed by the Washington State Parks Winter Recreation program.

Two legislative budget requests were submitted. The first for \$3.2 million related to operation and maintenance, which was included in the Governor's budget, and the second was a capital request for \$3.3 million for expansion of the Puget Sound Corps program.

DNR submitted a grant application for trailhead development through the American Rescue Plan Act. The project application is for \$1.8 million in the Reiter Foothill State Forest.

State Parks and Recreation Commission

Member Herzog, Washington State Parks and Recreation Development Director, began by discussing the winter recreation season, noting the high demand. There have been agency challenges partially due to hiring difficulties of park aides and engineers. The agency director position is open and will ideally be filled by April.

Moving on to legislative updates, Member Herzog stated that the governor's supplemental budget listed \$9.8 million in spending authority and \$1.8 million in

general support to fill shortfalls and expand opportunities. This funding will go towards equipment, website design, and hiring a Tribal Liaison in alignment with the Governor's 21-02 Executive Order. Parks is also hiring a Climate Change Adaptation Coordinator to aid the agency focus on climate change.

Member Herzog shared that two trestles in Crab Creek were burned in wildfires, but Federal Emergency Management Agency (FEMA) will partially fund the restoration and supplemental funding may assist in the rest.

The agency is tracking several legislative bills, specifically 5721 (which would move WDFW and Parks under the Commissioner of Public Lands) as well as several Discover Pass elimination bills. Many bills are seeking to eliminate the Discover Pass for equity purposes, but the funding has largely been aiding State Parks programs. The agency is also tracking the Joint Select Committee on Better Washington Outdoor Recreation Leadership, personal floatation device bills, and a historic property tax exemption bill.

He announced that Lisa Anderson was hired as the Trails Program Manager and will be working with Randy Klein, the Trails Coordinator, to hire for the Scenic Bikeways Program Coordinator position.

State Parks has partnered with the Department of Fish and Wildlife (WDFW) and the Department of Natural Resources (DNR) to assess recreation impacts across state land, specifically the issue of crowding. A work group has been formed to research recreation and management tools, cooperate planning activities, and identify key landscapes. Multiple pilot projects have been launched including establishing a forum modeled after the Habitat and Recreation Lands Coordination Group to assess current management tools and consider new alternatives, communication coordination and integration of tribal treaty rights impacts. An update on this group will ideally be available at the April meeting.

Member Gardow asked how employment advertising was being focused. Member Herzog said that the posting was available online but could also be sent directly to the members.

Department of Fish and Wildlife

Member Windrope, WDFW Deputy Director, shared agency updates. She started by thanking Member Herzog for coordinating the multi-agency efforts to look at recreation usage impacts.

Member Windrope shared that the WDFW's Ten Year Recreation Strategic Plan has opened for input from the public. Online meetings for the plan will take place February 10 and 24.

She also noted that three new commissioners were appointed. WDFW is hiring and employment postings are available on the [government jobs website](#).

There have been several flooding issues impacting boat ramps statewide, and the agency is dealing with these affects while simultaneously recognizing that fire season is approaching. The Forest Health team has treated 20,000 acres since 2014 – which is a significant milestone.

Regarding budget, there was a priority focus surrounding salmon recovery with about \$11 million proposed in the Governor's budget and an additional \$14 million requested by WDFW. About \$3.5 million was included in the Governor's budget to advance land recreation and management. WDFW also requested \$5 million for backlogged infrastructure efforts.

Chair Willhite asked if there was any coordinated effort with regards to treating acreage and Member Windrope responded that there is significant coordination between WDFW and DNR, specifically the fire teams.

RECESS: 4:30 PM

Due to Open Public Meeting Act (OPMA) requirements, Chair Willhite shared that he would call to order the January 26 meeting and then immediately adjourn as there were no agenda items to discuss. No other board members are required to attend, although all are welcome. He thanked everyone for their attendance today despite the ongoing pressures of legislative session.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: January 26, 2022

Place: Online

Recreation and Conservation Funding Board Members:

Ted Willhite, Chair	Seattle	Shiloh Burgess (absent)	Wenatchee
Kathryn Gardow (absent)	Seattle	Angus Brodie	Designee, Department of Natural Resources
Michael Shiosaki	Seattle	Amy Windrope (absent)	Designee, Washington Department of Fish and Wildlife
VACANT	Vacant	Peter Herzog (absent)	Designee; Washington State Parks and Recreation Commission

This summary is to be used with the materials provided in advance of the meeting. The Recreation and Conservation Office (RCO) retains a recording as the formal record of the meeting.

Call to Order

Chair Ted Willhite opened the Recreation and Conservation Funding Board (RCFB/Board) meeting at 9AM and had **Julia McNamara**, board liaison, call roll, to determine quorum. Quorum was not established, although Members Shiosaki and Brodie were present. As all business was concluded on January 25, Chair Willhite adjourned the meeting.

ADJOURN: 9:01 AM

Next Meeting: Regular meeting – April 26-27 – Room 172, Natural Resources Building, 1111 Washington St SE, Olympia, WA 98501.

Subject to change considering COVID restrictions

Approved by:



Chair Ted Willhite