



**Location In-person:** Room 172, First Floor, Natural Resources Building, 1111 Washington Street, SE, Olympia, WA. This public meeting location will allow the public to provide comments and listen to the meeting as required by the Open Public Meeting Act. This requirement can be waived via HB 1329 if there is a declaration of emergency or if an agency determines that a public meeting cannot safely be held. If an emergency occurs, remote technology will be the primary meeting source.

**Location Virtually (Meeting Day Only):**

[https://us06web.zoom.us/webinar/register/WN\\_PbnfURInSMKSvAf8RqTzkQ](https://us06web.zoom.us/webinar/register/WN_PbnfURInSMKSvAf8RqTzkQ)

**Phone Option:** (669) 900-6833 - **Webinar ID:** 894 1911 4876

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

**Public Comment:** General public comments are encouraged to be submitted in advance of 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](mailto:Julia.McNamara@rco.wa.gov), board liaison.

**COVID Precautions:** Masks and hand sanitizer will be made available. If you are feeling ill, the zoom format is reliable resource for home viewing

**Special Accommodations:** People with disabilities needing an accommodation to participate in RCO public meetings are invited to contact Leslie Frank by phone (360) 789-7889 or e-mail [Leslie.Frank@rco.wa.gov](mailto:Leslie.Frank@rco.wa.gov).

## TUESDAY JANUARY 30, 2024

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### OPENING AND MANAGEMENT REPORTS

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<b>9:00 a.m.</b>	<b>Call to Order</b>	<i>Chair</i>
	<ul style="list-style-type: none"><li>• Roll Call and Determination of Quorum</li><li>• Approval of Agenda</li><li>• New Chair Introduction and Remarks</li></ul>	

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<b>9:20 a.m.</b>	<b>1. Consent Agenda (<i>Decision</i>)</b>	<i>Chair</i>
	<p>A. Board Meeting Minutes</p> <ul style="list-style-type: none"><li>• December 4, 2023</li><li>• October 30, 2023</li></ul> <p>B. Time Extensions</p> <ul style="list-style-type: none"><li>• Bainbridge Island Land Trust, Gazzam Nature Preserve Phase 7, <a href="#">18-1662</a></li><li>• Department of Fish and Wildlife, Ebey Island, 18-1951</li><li>• Department of Fish and Wildlife, Lake Whatcom Access Redevelopment, <a href="#">18-2350</a></li><li>• Department of Fish and Wildlife, Nisqually River Water Access Redevelopment, <a href="#">18-1457</a></li><li>• Department of Fish and Wildlife, Samish River Unit Parking, 16-1469</li><li>• Department of Fish and Wildlife, Stanwood Hamilton Landsing Access Development, <a href="#">16-2494</a></li><li>• Port of Poulsbo, Port of Poulsbo New Floating Breakwater, <a href="#">18-2571</a></li><li>• State Parks, Willapa Hills Trail-Marwood Farms, <a href="#">16-1926</a></li><li>• Tonasket Junior Baseball, Chief Tonasket Park Ball Field Complex Renovation, <a href="#">16-2033</a></li></ul> <p>C. Advisor Recognition (33)</p> <p><u>Resolution 2024-01</u></p>	

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<b>9:25 a.m.</b>	<b>2. Director's Report</b>	
	A. Director's Report	<i>Megan Duffy</i>
	B. Legislative and Policy Update	<i>Brock Milliern</i>
	C. Grant Management Report	<i>Marguerite Austin</i>
	D. Grant Services Report	<i>Kyle Guzlas</i>
	E. Performance Report ( <i>written only</i> )	<i>Bart Lynch</i>
	F. Fiscal Report ( <i>written only</i> )	<i>Mark Jarasitis</i>

**9:55 a.m. BREAK**

**10:10 a.m. General Public Comment (limit 3 minutes please)** for issues not identified on the agenda.

**BOARD BUSINESS: BRIEFING**

**10:25 a.m. 3. NOVA Policy Changes** *Adam Cole*

**11:25 a.m. 4. Featured Projects**

- City of Edmonds, Civic Park, [18-1379](#), [14-1199](#)
- City of Stevenson, Stevenson Comprehensive Parks and Recreation Plan, [22-2504](#)

*Henry Smith*  
*Russell Malburg*

**12:00 p.m. LUNCH**

**1:00 p.m. 5. Annual Compliance Report** *Myra Barker*

**2:00 p.m. 6. State Agency Partner Reports**

- Governor's Office *Jon Snyder*
- Department of Natural Resources *Kristen Ohlson-Kiehn*
- State Parks and Recreation Commission *Peter Herzog*
- Department of Fish and Wildlife *Amy Windrope*

**2:30 p.m. ADJOURN**

**Next Meeting:** Regular Meeting- April 16-17, Natural Resources Building, 1111 Washington Street SE, Olympia, WA 98501. Meeting will be streamed to allow members of the public to participate virtually.

## RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

**Date:** October 24, 2023

**Place:** Site Tour – Jefferson and Clallam Counties

### Recreation and Conservation Funding Board Members:

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<b>Ted Willhite, Chair</b>	Seattle	<b>Shiloh Burgess</b>	Wenatchee
<b>Trang Lam</b>	Camas	<b>Kristen Ohlson-Kiehn</b>	Designee, Department of Natural Resources
<b>Michael Shiosaki</b>	Seattle	<b>Amy Windrope</b>	Designee, Washington Department of Fish and Wildlife
<b>Kitty Craig</b>	Seattle	<b>Peter Herzog</b>	Designee; Washington State Parks and Recreation Commission

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**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:

The Recreation and Conservation Funding Board (board) met at the Northwest Maritime Center in Port Townsend, Washington where **Chair Willhite** called the meeting to order at 9:00 AM and **Julia McNamara**, Recreation and Conservation Office (RCO) Board Liaison, performed roll call, determining quorum. Member Ohlson-Kiehn was absent for the full meeting day. Member Windrope was absent at the time of roll call, but arrived at the second tour location, Dungeness Recreation Area, at 11:00 a.m.

**Motion:** Move to Approve **October 24-25** Agenda

**Moved By:** Member **Burgess**

**Seconded by:** Member **Shiosaki**

**Decision:** **Approved**

### Tour:

Members of the board and staff were welcomed to Port Townsend by the City Manager, John Mauro. The group then embarked on a tour throughout the Northern Olympic Peninsula's Jefferson and Clallam Counties to view board funded projects.

### RECESS: 4:40 PM

The meeting was recessed at Fort Worden State Park and members returned to the Northwest Maritime Center in Port Townsend.

## RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

**Date:** October 25, 2023

**Place:** Travel Meeting – Northwest Maritime Center, 431 Water St, Port Townsend, WA

### Recreation and Conservation Funding Board Members:

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<b>Ted Willhite, Chair</b>	Seattle	<b>Shiloh Burgess</b>	Wenatchee
<b>Trang Lam</b>	Camas	<b>Kristen Ohlson-Kiehn</b>	Designee, Department of Natural Resources
<b>Michael Shiosaki</b>	Seattle	<b>Amy Windrope</b>	Designee, Washington Department of Fish and Wildlife
<b>Kitty Craig</b>	Seattle	<b>Peter Herzog</b>	Designee; Washington State Parks and Recreation Commission

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**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 Willhite** called the second day of the Recreation and Conservation Funding Board (board) meeting to order at 9:00 AM and **Julia McNamara**, Recreation and Conservation Office (RCO) Board Liaison, performed roll call, determining quorum.

### Item 1: Consent Agenda

**Chair Willhite** invited the board to review and discuss the proposed 2024 Meeting Calendar.

**Motion:** Move to **Approve 2024 Meeting Schedule**

**Moved By:** Member **Ohlson-Kiehn**

**Seconded by:** Member **Lam**

**Decision:** **Approved**

It was noted that the 2024 travel meeting will likely be in July.

**Chair Willhite** introduced himself and invited members of the board to introduce themselves for the public joining online.

**Chair Willhite** introduced the consent agenda, which includes the June 27-28, 2023, meeting minutes and six-time extensions.

**Motion:** Move to Approve **Resolution 2023-25**, Consent Agenda  
**Moved By:** Member **Herzog**  
**Seconded by:** Member **Shiosaki**  
**Decision:** **Approved**

## Item 2: Director's Report

**RCO Director Megan Duffy** updated the board on staffing changes, introducing Russell Malburg, the newest Recreation and Conservation Outdoor Grants Manager. RCO is in the process of interviewing for the new Equity Coordinator position and working with the Department of Enterprise Services (DES) on recruiting a Tribal Affairs Director. Additionally, RCO received administrative funding from the Land and Water Conservation Fund (LWCF) for a compliance focused Outdoor Grants Manager and improvements to the RCO PRISM database, including the automatic notification of long-term grant obligations.

Director Duffy highlighted the fifty-nine vacant spots on RCO advisory committees for next year's grant round for which RCO has received over 130 applications at the time of the meeting. Notably, RCO has adopted a conflict-of-interest policy regarding advisory committee members, which will require members to work with staff to recuse themselves in the event there is a potential or perceived conflict of interest.

## Legislative Update

**Brock Milliern**, Policy and Legislative Director, briefly notified the board of a policy issue concerning the Washington Wildlife and Recreation Program (WWRP) – Urban Wildlife Habitat Category. In 2019, the board updated the eligibility criteria of projects for funding to include urban clusters, which expanded the eligibility to around six communities across the state. The designation of urban clusters dates from the 1950s and there was confidence that it would remain a designation; however, it is now being removed. The designation will continue to be used during the 2024 grant round. Over the next year, the policy team will create options for a new definition or concept for the 2026 grant round to allow these communities to remain eligible.

Mr. Milliern provided a legislative update, highlighting three capital requests including \$150,000 to update the Economic Impact Study that was last updated in April 2020; Local Parks Maintenance (LPM) fund transfer; and \$5.78 million for the Community Forest Program (CFP). Regarding the LPM fund transfer, Mr. Milliern clarified that this is new, one-time \$5 million funding provided through the operating budget that allots half to be used in the first year of funding and half to be used in the second year. RCO will ask that some of the first fiscal year funding be transferred to the second fiscal year.

Additionally, RCO has requested \$20 million for the Salmon Recovery Funding Board (SRFB), and nearly \$8 million for the Washington Coastal Restoration and Resiliency Initiative (WCRRI).

Budgets were submitted to the Office of Financial Management on September 13. The Governor's Budget will be released in mid-December, and the first day of session is January 8, 2024. Mr. Milliern did not anticipate any special sessions this year due to a very packed schedule and election year.

**Chair Willhite** suggested future conversations around carbon credits, increasing administrative costs, and possible future LPM funding.

Regarding the CFP funding request, **Member Craig** asked if additional funding is requested for other programs. Mr. Milliern replied that the request for additional CFP funding is unique, and as an agency, RCO considers budget capacity before requesting additional funds.

### Grants Update

**Marguerite Austin**, Recreation and Conservation Grants Section Manager, provided a funding update. Ms. Austin emphasized that between the board and director's approval of funds for the 2023-25 biennium, 475 projects were funded for a total of \$201 million, and staff were working hard to issue grant agreements by the end of the month.

Ms. Austin highlighted the LPM program, an office program funded through the operating budget. Director Duffy will make awards in November. There was overwhelming interest in this program with 214 applications, totaling almost \$19 million in requested funds, with only \$5 million available. Of note, several entities that applied for LPM were first time applicants or had not applied in many years. There are two types of projects eligible for LPM funding for deferred maintenance, Tier One: Multisite projects which will primarily be funded in the first year; and Tier Two: Single Site projects, or projects that may have an impact on cultural resources, which will be mostly funded in the second year.

**Member Burgess** asked what the distribution of applications was across the state. Ms. Austin will provide an update that will include a map of where applications were received from and where they were awarded at a future meeting, after awards have been made.

**Chair Willhite** asked Ms. Austin to review the outreach done to provide information to potential applicants. Ms. Austin explained that staff used existing contact lists from other grant programs; social media outreach; outreach to entities like the Washington

Port Association, Association of Washington Cities, and Infrastructure Assistance Coordinating Council; and the Washington Recreation and Park Association (WRPA), who played a large role in RCO receiving this funding, provided outreach of their own. Additionally, nearly 400 people registered for an applicant webinar hosted by staff.

Ms. Austin added a final note that at the National Association of State Outdoor Recreation Liaison Officer's Conference, attended by Director Duffy, it was announced that there would be a Land and Water Conservation Fund (LWCF), Outdoor Recreation Legacy Partnership grant round in 2024. The National Park Service (NPS) changed the definition of "urban" from 50,000 people to 30,000 people and staff are hopeful that there are projects in the state that sponsors are willing to submit. **Director Duffy** added that the NPS is soliciting feedback on the challenges that applicants face to hopefully increase the number of applicants and awards across the state. Director Duffy highlighted the differences in outdoor recreation between other states and emphasized how well-suited Washington is for LWCF funding.

#### **BREAK: 9:52 – 10:02 AM**

##### *General Public Comment*

None.

#### **Item 3: Grant Criteria Changes**

**Chair Willhite** noted there will be a special meeting in December to make a decision this agenda item.

**Leah Dobey**, Policy Specialist, reviewed three key grant criteria changes:

- 1) Objective Measures – to help determine the need for a project.
- 2) Criteria Cleanup – includes changes staff hope to make that are outside the scope of this project but overlap with proposed changes.
- 3) Criteria Weight – the weight of the changes and how that affects the other criteria.

Ms. Dobey reminded the board that this project is in response to recommendations made by the Prevention Institute's equity review, which noted opportunities for improving programs through modifying scoring criteria to elevate projects addressing park and greenspace inequities, and the [State Comprehensive Outdoor Recreation Plan's](#) (SCORP) unified strategy that included priorities like providing meaningful access to outdoor recreation for all and supporting healthy, adaptable, and connected communities. This project also fits in the board's [Resolution 2020-35](#), a commitment to



diversity, equity, and inclusion and to continually review policies and practices within agency operations, ensuring that funding is distributed across the state and serving all Washingtonians.

Proposed changes will focus on need, need satisfaction, project support, and expansion and renovation criteria across the Aquatic Lands Enhancement Account (ALEA), Youth Athletic Facilities (YAF), LWCF, WWRP – Local Parks, Water Access, and Trails programs. The draft language for these proposed updates is included in Attachment A of the [materials](#) associated with this meeting.

**Ben Donatelle**, Policy Specialist, explained that three data-driven measures were used to assess need and connect statewide priorities of SCORP and the equity review: green space availability, social vulnerability, and poor health outcomes. Changing these measures from being scored by an evaluation committee to a staff scored metric will alleviate applicant burden and provide more consistency on how these measures are used to determine need.

Mr. Donatelle described the greenspace availability map which grades census tracts on how much greenspace is available per one thousand people using a ranking of low (less than three acres), medium (three to eight acres), and high (more than eight acres). The Prevention Institute used the United States Geological Survey (USGS) definition of greenspace that essentially includes all public lands, but removed land that is prohibited from public access from their analysis so that only publicly accessible greenspace is used. Currently, both project proposals and funded projects are heavily weighted to areas with high greenspace availability across the six programs under review. The expected outcome of implementing a data-driven project assessment and giving points to projects from low greenspace areas is to see a balance of the proportionality of proposals and funded projects across high, medium, and low greenspace areas.

**Member Ohlson-Kiehn** asked how greenspace is currently being treated and Mr. Donatelle answered that it is not currently included in the criteria and will be added as part of the final recommendation.

Noting the higher greenspace in Eastern Washington, and how Eastern Washington provides outdoor infrastructure for Western Washington, **Member Windrope** wondered if there are assumptions in adding greenspace that may have unintended consequences. Mr. Donatelle agreed that the greenspace availability measure is weighted towards urban areas, adding that the goal is to close the gap between access to greenspace and where people live.

The social vulnerability measure is provided by the Washington State Department of Health (DOH) per census tract with a ranking of one through ten, one being the lowest. Mr. Donatelle noted that this is a more balanced indicator of the state. This index is made of sixteen measures in four categories: household composition and disability; race, ethnicity, and language; housing type and transportation; and socioeconomic determinants. Across the six programs under review, there is an even distribution of projects proposed and funded coming from each social vulnerability rank; however, by individual program, some programs perform better than others at meeting the needs of communities. By implementing this scored criterion that gives more points to projects from places with higher social vulnerability, staff hope to improve the distribution of funding towards those communities.

Referring to the proposed scoring in the [materials](#), **Member Ohlson-Kiehn** asked why the points distribution skips the vulnerability rating of four. Mr. Donatelle explained that excluding the fourth rating provided a greater lift to the more vulnerable places, but point distribution is still being considered.

The health outcomes measure is also provided by the DOH using a subset of the health disparities map. The measure uses five metrics that primarily targets health outcomes like cancer deaths, deaths from cardiovascular disease, low birthweight, lower life expectancy at birth, and premature death. This measure is also ranked one through ten. The mental and physical health benefits of having access to greenspace dramatically improves these health outcomes and giving points to the areas that rank higher will hopefully improve benefits that greenspace provides to those areas. Again, across the six programs under review, there is an even distribution of projects proposed and funded across each health outcome rank; however, individually, some programs favor areas with lower health outcome rankings.

**Member Shiosaki** noted that some greenspace access, particularly around water, will likely always be in areas with better health outcomes and provide water access to people that might not otherwise have access to waterfront. Mr. Donatelle agreed and highlighted that together these three criteria are proposed to be around ten percent of the score. **Member Herzog** asked if non-natural water features or access would still be included in these. Mr. Donatelle answered that the SCORP assessment of water access includes water features. **Member Lam** asked whether service area should be included for water access versus project area only. Mr. Donatelle answered that there is direction provided to applicants to include this in the narrative part of the need criteria.

Ms. Dobby noted that throughout the rest of the criteria that are outside of the project scope, there are some redundant prompts included in the suitability, immediacy of

threat, sustainability, cost efficiencies, and readiness to proceed criteria. Some of these will be removed as part of the clean-up work necessary for the proposed changes and can be found in the [materials](#).

Changes will be made to criteria scoring weight. Based on recommendations from the equity review and unified strategy, the need criteria will be about thirty percent of the overall project weight to elevate projects with the greatest need. Similarly, it was recommended to increase the weight of project support. Past board priorities and decisions will also need to be balanced in the weight redistribution. The final scoring rubric needs to be functional and user friendly for evaluators. Ms. Dobby explained the existing and proposed relative value of criteria, which are found in tables beginning on page five of Item 3 of the [materials](#). Of note, the narrative portion of the need criteria be weighted more than the objective portion of the criteria.

Staff will continue outreach through November and return in December for a board decision. If approved, changes will be implemented beginning in January to be used in the spring grant round. Grant Services and outdoor grants managers will be trained in why the changes were made and how, and PRISM staff will make updates to the application process. Externally, the public will be informed of changes through outreach, social media, and hosting webinars, both live and recorded.

**Member Shiosaki** requested seeing this information in different ways, recommending listing percentage of value for each criterion to tell the story of why each change is a priority. Mr. Donatelle noted the request and mentioned that based on the equity review, SCORP, and community and board feedback, these changes were deemed a priority.

**Member Lam** suggested looking into the duplications in scoring and presenting that in December. For example, where need carries into the immediacy of threat criteria.

**Member Craig** asked about conversations with tribes. **Director Duffy** shared that originally a separate email was sent to tribal natural resource directors, and for some the comment period was not long enough. The comment period has been extended and conversations are continuing.

#### **Item 4: Celebrate Chair Ted Willhite**

**Director Duffy** highlighted Chair Ted Willhite's significant contributions to the board. Chair Willhite began serving the board as a member in January 2012 and was appointed Chair in February 2016. Director Duffy shared her personal experience of working with Chair Willhite and looks forward to continued conversations and relationship with him.

**Member Shiosaki** read the resolution to honor Chair Willhite.

Members of the board took turns sharing their memories and appreciation of working with Chair Willhite over the years. Members described Chair Willhite as a statesman, friend, and leader dedicated to DEI, climate issues, and a dedicated recreationist full of curiosity and exuberance.

Past RCO Director Kaleen Cottingham and Washington Wildlife Recreation Coalition (WWRC) Executive Director Christine Mahler added their appreciation and deep gratitude for Chair Willhite.

**Deputy Director Scott Robinson** shared a list of funding statistics under Chair Willhite's leadership and time on the board that included 2,000 projects and \$800 million in awarded funds.

Director Duffy read a letter from Governor Inslee honoring Chair Willhite and presented a gift of framed photos from opening ceremonies.

**Chair Willhite** addressed each board member, sharing a personalized message of thanks for what each individually provides the board. Outside of the board, Chair Willhite shared appreciation for Christine Gregoire who appointed him to the board, Jon Snyder for his continued support, Kaleen Cottingham, Director Megan Duffy, Deputy Director Scott Robinson, Marguerite Austin, Ben Donatelle, Leah Dobey, Brock Milliern, Julia McNamara, Katie Knight-Pruit, Myra Barker, Adam Cole, Rory Calhoun, Anya Boetcher, Kathleen Barkis, and the late Harriett Spanel. Outside of the board and staff, Chair Willhite recognized Christine Mahler, WWRC Chair Hannah Clark and board, and his wife Peggy Willhite.

**LUNCH: 12:06 – 1:05 PM**

### **Item 5: Youth Athletic Facilities (YAF) Policy Change**

**Brock Milliern** provided a brief overview of the current YAF program, which was re-established in 2015 to enhance facilities that serve youth through the age of eighteen who participate in sports and athletics. Types of projects eligible for YAF funding include development, renovation, and a combination of acquisition and development. The large projects category ranges from \$25,000 to \$350,000, and small projects category provides up to \$75,000 based on community size. Uniquely, YAF has no planning eligibility requirement, is done through a written evaluation only, and nonprofits are eligible as sponsors.

There are four policy proposals for YAF that are outlined in the [materials](#). These changes focus on:

1. Land Acquisition Projects – currently not allowed.
2. Increased Grant Limits – for both the small and large project categories.
3. Sliding Scale Grants.
4. Limit Matching Grants – limitations on matching WWRP – Local Parks.

Mr. Milliern noted that these proposed changes stand-alone except for Increased Grant Limits and Limited Matching Grants. If the board chooses not to increase the grant limits to a certain amount, then staff recommends not making a change to limiting matching grants.

**Ben Donatelle** shared that collectively these four proposals are meant to help implement the board's unified strategies from the SCORP implementation plan. Specifically, Unified Strategy Two directs staff to review and revise grant program policies to adapt to emerging community needs and challenges. Of particular importance to the strategy are actions:

- 2.1: Reduce barriers to grant funding for under-resourced communities.
- 2.3 Support visitor services that expand pathways to experiencing new opportunities.
- 2.6: Leverage innovative acquisition strategies for outdoor recreation and conservation lands.
- 2.8: Implement recommendations from...the youth physical activity task force report.

A public comment period for these four proposals provided staff with six individual comments, two of which were representative of large recreation coalitions, including WRPA and WWRC. Overall, public comment favored no change for allowing land acquisition, were in favor of increasing grant limits and a sliding scale and were neutral on limiting matching grants.

Mr. Milliern explained the primary objectives behind these changes were to address inflation, outpacing the ability for projects to be completed with grant limits and the over subscription of WWRP – Local Parks. Additionally, part of the equity review suggested different levels of match limits for communities with limited resources.

Mr. Milliern detailed the first policy proposal, which allows for land acquisition only without development in the YAF Large Grants category. The public shared concern for entities purchasing land with the intent of using it for YAF but ending up using it for

something else. Staff still recommend this policy for acquisition only in the large grants category because nonprofits are eligible and there are no planning requirements in YAF, which is different from WWRP – Local Parks, a grant category that allows acquisition-only. RCO has compliance policies in place and the compliance team works to resolve issues should they arise.

The second policy addresses grant limits no longer meeting the need for developing projects. Staff recommend increasing grant limits in the YAF Large category to \$1.5 million and YAF Small category to \$350,000.

Mr. Donatelle explained the proposed sliding scale grant limit policy. The concept is to increase grant limits as a sponsor's or applicant's match obligation decreases. Table Two in the [materials](#) shows the proposed sliding scale compared to no sliding scale. The public slightly favored adopting a sliding scale; this along with an equity review's recommendation and the opportunity to pilot a sliding scale in a stand-alone program led staff to recommend adopting sliding scale grants in the YAF Large Grants category.

**Member Ohlson-Kiehn** asked for those commenters who did not support this approach, why not? Mr. Donatelle answered that a few public commenters felt that everyone should have the same opportunity for the same amount of the grant, and communities should be able to right-size projects based on what is financially available to them.

**Member Burgess** questioned the grant limits shown in the sliding scale, noting for communities that require just ten percent match the grant limit is \$2.7 million, compared to the \$1.5 million recommended as the proposed grant limit. Mr. Milliern clarified that the \$1.5 million is used as the base program for communities that are eligible for match reduction. **Member Shiosaki** suggested using language like "up to \$2.7 million" since the sliding scale does change the grant limit.

Members discussed maximum grant limits, capacity, and how funding may go further in some parts of the state than in others. Mr. Milliern noted that the differences between communities across the state make it difficult to directly compare one to the other. Mr. Donatelle added that the hope with the sliding scale is to provide more equal opportunity across the state. Members continued to discuss the sliding scale and the potential impact.

Mr. Donatelle explained the final proposed policy that would limit the opportunity for sponsors to match YAF to WWRP – Local Parks for the same grant element, same project year, and same facilities. Staff recommend approving limiting matching YAF and

WWRP – Local Parks if the grant limits were raised to \$1.5 million as proposed in the second policy to maintain equal funding opportunity.

Members discussed these four policy changes, expressing concern around the third, implementing sliding scale grant limits. The main concerns with this policy were potential unintended consequences and the maximum grant limit of \$2.7 million being much higher than the proposed \$1.5 million.

**Member Windrope** motioned to approve land acquisition as an eligible project type, approve increasing the grant limit, not approve sliding scale, and was silent on limiting match.

**Member Ohlson-Kiehn** asked whether this motion would help solve the goal of shifting applicants from WWRP – Local parks to YAF. Mr. Donatelle answered that increasing the grant limits should help solve the oversubscription to WWRP – Local Parks.

**Member Shiosaki** moved to amend **Member Windrope's** motion to include the prohibition on match. Member Windrope accepted this amendment, and **Member Herzog** seconded the amended motion. Member Shiosaki justified his motion, explaining that unless the prohibition of match was accepted then the goal of the other changes would not be accomplished.

Before a final vote, **Chair Willhite** clarified the amended motion by **Member Shiosaki** with the following summary: *acquisition only is approved, increase in the maximum grant is approved, the sliding scale is not approved, and the prohibition against the match is approved.*

**Motion:** Move to Approve Resolution 2023-26

**Moved By:** Member **Windrope**

**Seconded by:** Member **Burgess**

**Amended by:** Member **Shiosaki**

**Amendment seconded by:** Member **Herzog**

**Decision:** **Approved as amended**

**Member Windrope** expressed interest in continuing the conversation on the sliding scale policy in the future, and **Director Duffy** suggested having that conversation after a grant round if the criteria changes are approved in December.

#### *Public Comment*

None.



## Item 6: Equity Grant Program

**Brock Milliern** presented the concept of developing an Equity Grant Program, which was a recommendation of the Prevention Institute's equity review and would specifically support communities with fewer resources. Staff would work on this concept over the 2024 calendar year, with a potential goal of requesting funding for this program in the 2025-27 biennium. Future conversations would include consideration of applicant and project eligibility, program objectives, program timing, funding, and whether there should be a connection to Planning for Recreation Access (PRA).

**Chair Willhite** asked if there were plans to take this program to the Legislature, and Mr. Milliern answered only for a funding request.

**Member Burgess** would like more information on what the funding source would be, and if there is anything like this program that already exists in any other state.

Member Burgess left the meeting at 2:10 p.m.

## Item 7: State Agency Partner Reports

### Department of Natural Resources

**Member Kristen Ohlson-Kiehn** provided an update of the Outdoor Access and Responsible Recreation (OARR) strategic plan planning process that launched in January. Following feedback from tribes, DNR initiated an engagement strategy consisting of four Tribal forums located in eastern Washington, the coast, and upper and lower Puget Sound. The final and fourth forum was completed on October 24. DNR has asked participating tribes to co-author the purpose statement and goals of the strategic plan. DNR will engage in outreach with stakeholders to develop strategies and actions.

In August, DNR hosted a [Board of Natural Resources \(BNR\)](#) retreat focused on the DNR Recreation Program and included a tour in Whatcom County. Along with BNR board members, the tour was attended by Skagit County Commissioner Ron Wesen, Whatcom County Councilmember Kaylee Galloway, and Senator Sharon Shewmake.

Funding from the 2023 Legislative session has allowed DNR to recruit for an Environmental Planning 4 and Natural Scientist 2. Additionally, DNR is beginning to scope the second phase of the Cell Phone Data Revisitation Project that includes Department of Fish and Wildlife (WDFW) and Earth Economics and uses cell phone data to track visitation on state lands. DNR's updated Trust Land Transfer program was open for applications from September 1-30 and received thirty-three applications from state



agencies, cities, counties, and tribes, including nine applications from DNR's Natural Areas program.

The Conservation Acquisitions program, with support from WWRP, completed key transactions including the acquisition of a property in the Dabob Bay Natural Area. This program also administers United States Fish and Wildlife Service (USFWS) Section Six, threatened and endangered species land acquisition grants on behalf of Washington State and is currently sponsoring four projects totaling more than \$23 million. In September USFWS announced an award of \$6.6 million for the White Salmon Watershed Phase Two project that will permanently protect 1,410 acres.

DNR administers United States Forest Service (USFS) Forest Legacy program for Washington State, which received five applications for fiscal year 2025, of which DNR submitted the top two, totaling \$19 million. A second grant round was created using Inflation Reduction Act funding, and DNR received three applications that they will decide which to forward to the national round.

### **State Parks and Recreation Commission**

**Member Peter Herzog** shared that State Parks was able to acquire the Bear Creek Lodge property at the entrance to Mount Spokane state park. This acquisition includes a lodge and other facilities and used funds from WWRP and the sale of a property in downtown Auburn.

State Parks is involved in the interagency tribal effort on looking at recreation impacts statewide that Member Ohlson-Kiehn mentioned and received funding from Legislature for this work. WDFW, DNR, and State Parks are working with the Governor's Office of Indian Affairs (GOIA) and have formed a joint state-tribal steering committee to assess and improve management of recreation impacts on ecological values and tribal protected rights. The steering committee has met six times and discussions are progressing.

Member Herzog highlighted the new State Parks website that went live on October 24. The changes were geared toward parks and park users and incorporated accessibility improvements for a better web experience.

Upcoming proposals Legislative session included additional funds for development of Nisqually State Park that previously received \$24 million. State Parks is requesting an additional \$2.3 million from supplemental for a roundabout that will need to be built as a regulatory requirement. Additionally, State Parks is requesting funding for a second Tribal Liaison position to assist the agency's Director of Tribal Affairs.

## Washington State Department of Fish and Wildlife

**Member Amy Windrope** shared that WDFW is also a part of the interagency tribal effort which was invited to submit a proposal to the America the Beautiful Challenge for funding and should hear back on whether they were successful in November.

WDFW put in a request for Legislation, similar to what DNR has, which will allow nonprofit organizations, volunteers, and volunteer organizations to help maintain WDFW managed land.

A contract was provided to the Washington Trails Association (WTA) for WTA to be ambassadors at six sites. The contract is currently under review.

WDFW is conducting a trail inventory and is considering a review of rulemaking and law enforcement on WDFW managed lands.

## Governor's Office

**Jon Snyder**, Governor's Office, shared that the upcoming Centennial Accord, between the Governor's Office and Washington State's sovereign Tribal Nations, will have managing recreational impacts on public lands as part of the agenda.

The Governor's Office has been assisting in working on the stay of litigation for the Lower Snake River Dams.

Governor Inslee was on an outreach tour around the state, emphasizing the Climate Commitment Act (CCA), and the importance of taking bold action on climate change and sharing the great projects being funded by the CCA.

On a final note, Mr. Snyder recognized Chair Willhite's incredible impact on the board and shared the Governor's support of him.

## ADJOURN: 2:38 PM

A special meeting will be held on December 4 to decide on the Grant Criteria Changes.

The next regular meeting is scheduled for January 30 and 31 at the Natural Resources Building, 1111 Washington Street SE, Olympia, WA 98501.

## RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

**Date:** December 4, 2023

**Place:** Hybrid – Room 175, Natural Resources Building, 1111 Washington Street SE; Olympia, WA and online via Zoom

### Recreation and Conservation Funding Board Members:

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<b>Ted Willhite, Chair</b>	Seattle	<b>Shiloh Burgess</b>	Wenatchee
<b>Trang Lam</b>	Camas	<b>Kristen Ohlson-Kiehn</b>	Designee, Department of Natural Resources
<b>Michael Shiosaki</b>	Seattle	<b>Amy Windrope</b>	Designee, Washington Department of Fish and Wildlife
<b>Kitty Craig</b>	Seattle	<b>Peter Herzog</b>	Designee; Washington State Parks and Recreation Commission

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**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.**

All board members participated virtually.

### Call to Order

**Chair Willhite** called the special meeting of the Recreation and Conservation Funding Board (board) to order at 9:00 AM and **Julia McNamara**, Board Liaison, performed roll call, determining quorum. Member Kitty Craig, Member Trang Lam, and Member Amy Windrope were absent at the time of roll call.

**Motion:** Move to Approve **December 4, 2023, Special Meeting Agenda**

**Moved By:** Member **Shiosaki**

**Seconded by:** Member **Ohlson-Kiehn**

**Decision:** **Approved**

Member Craig joined at 9:02 a.m. Member Windrope joined at 9:03 a.m. Member Lam joined at 9:13 a.m.

### 1: Grant Criteria Changes

**Ben Donatelle**, Policy Specialist, provided an overview of the grant criteria changes process that began in January 2023. Guided by the board's 2020 Diversity, Equity, and Inclusion (DEI) Statement, the 2022 Prevention Institute's equity review, and the 2023 State Comprehensive Outdoor Recreation Plan (SCORP), staff began a policy review and

prioritization of programs and specific criteria. With the help of a technical workgroup and board work groups, staff drafted criteria for public and tribal feedback, which informed the final draft criteria changes.

With the goals listed below, staff reviewed the criteria in six programs: Land and Water Conservation Fund (LWCF), Aquatic Land Enhancement Account (ALEA), Youth Athletic Facilities (YAF) and Washington Wildlife and Recreation Program (WWRP) Local Parks, Water Access, and Trails categories,

- 1) Reducing gaps in access to greenspace.
- 2) Reducing disparities in access to funding.
- 3) Aligning criteria across multiple platforms.
- 4) Simplifying and providing guidance.

**Leah Dobey**, Policy Specialist, explained the public input process which started with a technical work group consisting of past applicants, members of evaluation committees, stakeholder groups, partner agencies, and two board members, Member Burgess and Member Lam. Workgroup feedback informed draft language for the public comment period. During the comment period, a request was received to extend the time for tribal governments to provide comment which staff accommodated.

Staff received twenty-nine comments, categorizing them into support, neutral, and further consideration groups. Eighty-one to eighty-seven percent of the comments received on the introduction, need, project engagement, and expansion and renovation changes were either supportive or neutral. Project scope and project design had a wider range of input, with the fewest comments received on project scope.

Feedback on the criteria changes agreed that using objective data, including amount of available greenspace, can be useful when in the right balance. Many comments were supportive of simplifying criteria and creating consistency but wanted the criteria to still include enough guidance. Additionally, all project types in different places and stages should be valued.

Ms. Dobey and Mr. Donatelle described the specific proposed changes. An unscored project introduction has been added to the criteria to introduce the project location and goals to set the stage for the project. Need consists of a staff-scored objective component based on statewide priorities (i.e., social vulnerability index, health disparity index, and greenspace availability) and a narrative component for applicants to describe local priorities. Project Scope simplifies the model on how to understand the scope of a project. Project Design asks the applicants to describe how the design addresses any constraints and provides access for users of all abilities and provide an overview of the

project budget and how cost was determined. Previously called Project Support or Public Support, Project Engagement asks how the people who will be most impacted by the project were engaged, including underserved communities and/or tribes to better understand the quality of engagement. Expansion and Renovation exists only in WWRP Local Parks and Water Access categories, and the staff recommended eliminating these criteria. Additional details are provided in the meeting [materials](#).

The proposed criteria changes will impact the weight of each criterion differently across programs, and staff were mindful of state statutes, board priorities, public and tribal comment, and existing relative values when considering the weight of criteria. Changes to the weight of each criterion for each program are provided in Attachment B of the meeting [materials](#). The average proposed weight of criteria aligns with SCORP and the recommendations from the equity review. Based on the proposed weight of criteria, the top five priorities are Need at thirty percent, Acquisition Projects at thirty percent, Project Engagement at seventeen percent, project design at 15.6 percent, and Project Scope at fifteen percent.

Following board decision, staff will publish changes in appropriate grant manuals, update PRISM, conduct outreach and promotions to share these changes with the public, provide training and technical assistance for staff and applicants, provide proposal development support, and assess lessons learned throughout this process.

Staff recommend approving Resolution 2023-27 to adopt the proposed evaluation criteria as outlined in Attachment A of the meeting materials and Resolution 2023-28 to approve the updated relative weight of evaluation criteria as detailed in Attachment B.

#### *Public Comment:*

**Christine Mahler**, on behalf of the Washington Wildlife Recreation Coalition (WWRC), encouraged RCO staff, specifically the soon to be hired Tribal Liaison, to create a process for more comprehensive tribal outreach for future public comment periods. Regarding the proposed criteria changes, WWRC supports the adoption of these changes, which add additional weight to communities in need and reduce the burden on under resourced communities. **Chair Willhite** asked how these changes are anticipated to be received in Legislature. Ms. Mahler believed these changes will increase support from Legislature and improve perception of WWRP with regards to equity across the state.

**Roxanne Miles**, on behalf of Washington Recreation and Park Association (WRPA), expressed cautious support of these changes, noting the possibility of unintended

consequences that can come from changes, such as how agencies set local policy. The objective tools and the new process were important for WRPA membership. WRPA is hopeful these changes will bring more facilities to high-need communities but felt that while the criteria were simplified, the process was not necessarily.

Going forward, Ms. Dobey noted that staff will aid smaller communities and have been brainstorming other ideas like direct assistance at conferences to create more opportunity for sponsors. Mr. Donatelle added that simplifying the criteria allows inexperienced applicants to compete at a higher level. **Lance Hansen**, NOVA Advisory Committee Member, agreed with the metrics used in the criteria changes, and wanted to see the need metric left in. Mr. Donatelle noted that the goal with data-driven metrics is to make the information available to the applicants, evaluators, and public as part of the overall scoring process.

Please note, the need criterion was left in.

**Ashely Mocorro-Powell**, a conservation science professional and staff at Sustainable Seattle, was grateful for the changes to the grant criteria and application processes, and submitted written comments as well that are included in the meeting materials. Ms. Mocorro-Powell expressed concern with technical access, sharing that King County Communities of Opportunity (COO) has had a good technical assistance support program to serve King County and hoped to see a similar support program at RCO. The database was also of concern, and Ms. Mocorro-Powell would like to have underserved communities be able to submit their own determination of what underserved means to them (e.g., lack of resources, previous lack of access to resources, or community history), and transparency in where data is being shared. Ms. Dobey noted the importance of keeping self-determination in mind going forward with these programs and others.

During board discussion, **Member Craig** asked staff to provide insight into how RCO will institute these changes. Mr. Donatelle clarified that with the implementation of data-driven metrics, a clear picture of who is applying and where funding is going will be available. Staff will continue to assess how these changes impact applicants.

Members shared their appreciation for this process and provided support for these changes. Ahead of the next Legislative session, **Member Burgess** encouraged staff to educate Legislative members on these changes. **Member Windrope**, **Member Herzog**, and **Member Ohlson-Kiehn** shared their respective agency's support for these changes.

**Chair Willhite** asked how staff plans to recognize problems and opportunities going forward and how staff plans to communicate those issues to the board. Mr. Donatelle answered that during the regular grant review, post evaluation surveys and processes,

staff will receive direct feedback from applicants and evaluators so that questions asked throughout the process can be tailored to be specific to these grant criteria changes. Staff plan to continue this work after each grant round and report what they learn back to the board. **Director Duffy** noted that as a public agency, it is RCO's job to always be looking at all their programs and collecting input from applicants and evaluators to assess how they are working. Review of these criteria is consistent with how RCO operates currently and will continue to operate.

**Motion:** Move to Approve **Resolution 2023-27**

**Moved By:** Member **Shiosaki**

**Seconded by:** Member **Burgess**

**Decision:** **Approved**

**Motion:** Move to Approve **Resolution 2023-28**

**Moved By:** Member **Herzog**

**Seconded by:** Member **Ohlson-Kiehn**

**Decision:** **Approved**

#### **ADJOURN: 11:00 A.M.**

**Motion:** Move to **Adjourn**

**Moved By:** Member **Burgess**

**Seconded by:** Member **Craig**

**Decision:** **Approved**

The next regular meeting will be held in-person January 30-31, 2024, in Room 172 of the Natural Resources Building, 1111 Washington Street SE, Olympia WA 98501, and virtually via Zoom.

## Recreation and Conservation Funding Board Decision Memo

### APPROVED BY RCO DIRECTOR MEGAN DUFFY

**Meeting Date:** January 30, 2024

**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:

- Request for Decision
- Request for Direction
- Briefing

**Resolution:** 2024-01 (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 milestones outlined in the grant 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,
- 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.

### **Attachment**

A. Time Extension Requests for Board Approval

## Time Extension Requests for Board Approval

***Bainbridge Island Land Trust***

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<a href="#">18-1662A</a>	Gazzam Nature Preserve Phase 7	WWRP: Urban Wildlife Habitat	\$513,975 (52%)	01/31/2024	01/31/2025

**Reasons for Delay and Justification of Request**

Bainbridge Island Land Trust (BILT) received a grant to acquire approximately sixty-one acres of privately held forest habitat within the Gazzam Nature Preserve in Southwest Bainbridge Island. Acquisition of the land will protect habitat for five species of woodpecker, three species of owl, Douglas and Northern Flying Squirrel, and ruffed grouse.

BILT has acquired fourteen acres from one landowner. The remaining four properties have had issues related to property owners with expectations of a higher value, tax concerns, and an inability to meet the current project timeline. BILT remains in negotiation with these landowners and expects to make significant progress over the next few months.

A twelve-month time extension is requested to accommodate these delays and give BILT additional time to negotiate with landowners, explore a potential scope change request, and acquire as much of the remaining land as possible.

*Washington Department of Fish and Wildlife*

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<a href="#">18-1951</a> Development	Ebey Island Recreation Access Development	WWRP: State Lands Development	\$52,656 (23%)	1/31/2024	10/31/2024

**Reasons for Delay and Justification of Request**

Washington Department of Fish and Wildlife (WDFW) received a grant to develop a hand launch boat ramp, parking lot, and support amenities at Ebey Island located in Snohomish County. The facility is the only public access site for Ebey Island.

WDFW has completed design, cultural resources, and all permits including the shoreline substantial development, flood hazard, land disturbing activity, State Environmental Policy Act, right-of-way, Ecology conditional approval, engineering design and development standards deviation request approval, Hydraulic Project Approval, and Snohomish County building permit. The permitting of this project required many reviews by Snohomish County due to the site's complicated location. The sites relatively flat slope, low elevations, wetlands, high ground water, and floodplain all added to the complexity of the project's permitting process. Snohomish County's ability to respond to the applications, revisions, and inquiries was severely compromised due to staffing shortages and staff with limited knowledge and experience for this site type. WDFW completed the permitting for this project on October 17, 2023. The permit process took longer than anticipated putting construction completion in 2023 out of reach.

Construction materials are purchased and stockpiled on site. Parking lot grading, mitigation, stormwater, and access paving are paused until the site conditions are drier. WDFW is requesting an extension to allow for construction in 2024. This timeframe will help accommodate the permit application delays and construction during the dry season.

**Washington Department of Fish and Wildlife**

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<a href="#">18-2350</a> Development	Lake Whatcom Access Redevelopment	Boating Facilities Program: State	\$363,239 (72%)	1/31/2024	06/30/2024

**Reasons for Delay and Justification of Request**

Washington Department of Fish and Wildlife (WDFW) received a grant to redevelop the boat launch and access area for south Lake Whatcom in Whatcom County. The area is owned by the county and managed by WDFW. WDFW provides the only public boat launch in south Lake Whatcom. The project was originally scheduled for WDFW construction crews to begin work in late June; however, county permits were not received in time for an early summer start.

County shoreline permits were fully effective August 1, 2023, which was two months later than anticipated. Whatcom County permits included an unanticipated watershed closure for parcels within Lake Whatcom watershed that limits all construction between October 1 through May 31. Construction by WDFW crews, including boat ramp grading and planks, was scheduled for September to take advantage of lower lake levels and to coordinate CXT toilet delivery, construction materials, and equipment. After completion of the ramp, there was not enough time to advertise and bid on the asphalt paving before the county watershed closure.

WDFW completed construction of the boat launch, stormwater systems, installation of the CXT toilet, and mitigation work. Asphalt paving and striping remains. WDFW is requesting a five-month time extension, which will allow WDFW to complete the asphalt paving when the county work window reopens. Without an extension, the site will remain a gravel lot without designated accessible parking.

*Washington Department of Fish and Wildlife*

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<a href="#">18-1457</a> Development	Nisqually River Water Access Redevelopment	WWRP: State Lands Development	\$193,067 (67%)	01/31/2024	09/30/2024

**Reasons for Delay and Justification of Request**

Washington Department of Fish and Wildlife (WDFW) received a grant to develop shore fishing and support amenities on the Nisqually River. Amenities include toilet, fishing shed, and ADA fishing shore pad.

WDFW has completed design and permitting. County stormwater code within the floodplain has caused WDFW to reduce the paved parking area. Paving must be limited to the pedestrian fishing area and the accessible parking. All other parking will remain gravel. This negotiation took several reiterations with the county permit staff. Longer review times because of COVID-19 added time to the permitting process. All permits have been received, but to complete the project by January 31, 2024, the work would have to have been done during the wet months with the risk of the whole site flooding.

An eight-month time extension is requested to accommodate permitting delays that have pushed the construction start date into the wet season. The project will go to bid in January with a construction start date scheduled for May 1, after the site dries out. The CXT toilet has been ordered and will be delivered and ready for installation this spring.

*Washington Department of Fish and Wildlife*

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<a href="#">16-1469</a> Development	Samish River Unit Parking and Recreation	WWRP: State Lands Development	\$80,731 (44%)	1/31/2024	10/31/2024

**Reasons for Delay and Justification of Request**

The Samish River Unit has no formal access point for the public. Bayview Edison Road is annually flooded with anglers parking on what little shoulder there is and reducing effective road width. The Samish River Unit has hunting blinds but no location for multiple hunters to park. Bird watchers have a great interest in accessing the area to view the prime birding habitat. This project will include a parking lot for eleven cars including grading, stormwater, barrier rock and road entrance.

The Washington Department of Fish and Wildlife (WDFW) has secured all permits including United State Army Corp of Engineers, road approach, and grading permits. The grading permit required several reviews by Skagit County due to the site's difficult location including low elevations, flat slope, nearby wetlands, high ground water, and floodplain. WDFW worked with county stormwater staff and over several iterations, developed a design that meets stormwater requirements. The county provided notice of approval of the grading permit as of December 8, 2023. This process took much longer than anticipated thus delaying the construction.

A nine-month time extension is requested to allow WDFW time to construct in 2024 during the dry season. Construction of the parking lot by the WDFW construction crew will take one month to complete once work has started.

*Washington Department of Fish and Wildlife*

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<a href="#">16-2494</a> Development	Stanwood Hamilton Landing Access Development	Boating Facilities Program: State	\$783,255 (75%)	1/31/2024	6/30/2024

**Reasons for Delay and Justification of Request**

Washington Department of Fish and Wildlife (WDFW) received a grant to develop a parking lot, restrooms, and boat launch for motorized vessels near the confluence of the Stillaguamish River, and Port Susan and Skagit Bays. The project is on the Hamilton Landing property in Stanwood, immediately adjacent to the City of Stanwood's planned nonmotorized launch site.

The project is under construction. The boat launch, parking lot, and wetlands pond have been completed. Utilities are in place, landscaping is installed, and signs have been ordered. The project is on hold due to weather conditions and the backorder of the CXT flush toilet building. The new restroom will be completed and delivered in March 2024. After toilet installation, the project will be complete.

WDFW is requesting a five-month time extension to adjust for the back order of the toilet. The toilet manufacturer, CXT Inc., has experienced an increase in orders and longer lead times due to several federal funding programs. Once installed, the project will be ready for closeout.

**Port of Poulsbo**

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<a href="#">18-2571</a> Development	Port of Poulsbo New Floating Breakwater	Boating Facilities Program: Local	\$102,376 (10%)	1/31/2024	6/30/2024

**Reasons for Delay and Justification of Request**

The Port of Poulsbo used this grant to help replace an existing breakwater. They also have a companion Boating Infrastructure Grant (BIG) to fund a prorated portion of the breakwater eligible for those federal funds. In addition to protecting the marina, the new breakwater will provide additional transient recreational moorage.

The project is substantially complete. In early 2024, the port will ensure punch list items are finished and release retainage to its contractor. The additional time is needed to complete this work and close out the project.



**City of Tonasket**

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<a href="#">16-2033</a> Development	Chief Tonasket Park Ball Field Complex Renovation	Youth Athletic Facilities: Renovation	\$25,000 10%	12/31/2023	06/30/2024

**Reasons for Delay and Justification of Request**

The Tonasket Junior Baseball Association and City of Tonasket received a grant to renovate the baseball/softball fields at Chief Tonasket Park in Okanogan County.

In the past year, the association and city completed cultural resources and more than ninety percent of construction. Completed facility improvements include new infields, drainage and irrigation, landscaping, and upgraded dugouts, bleachers, fences, ADA parking, and circulation pathways. The remaining scope element to complete is the enclosure/shelter, which will fit two sani-cans, with a roof and walls to secure their location and protect them from the elements.

The enclosure has been sited and mocked up, and simply needs more time to complete it to ensure quality construction. The association needs favorable springtime temperatures to complete painting/staining.

The association is requesting a six-month extension to allow for completion of construction for the enclosure and close-out of this project.

**Washington State Parks and Recreation Commission**

<b>Project number and type</b>	<b>Project name</b>	<b>Grant program</b>	<b>Grant funds remaining</b>	<b>Current end date</b>	<b>Extension request</b>
<u>16-1926</u> Acquisition	Willapa Hills Trail – Marwood Farms Acquisition	WWRP State Parks	\$621,882 (94%)	1/31/24	6/30/2024

**Reasons for Delay and Justification of Request**

The Washington State Parks and Recreation Commission (State Parks) received this grant to acquire 178 acres along the Willapa Hills Trail and Chehalis River in Lewis County. Following the appraisals, State Parks learned that purchasing the land and associated water rights would be costly and complex. Because there were inadequate grant funds, the water rights were sold separately to the City of Chehalis.

State Parks will now acquire only the land but were still short of funds. State Parks worked with the Department of Ecology and the RCO to secure \$171,000 in Chehalis Basis Strategy funding to complete the acquisition. The estimated closing date is January 2024. State Parks is requesting an extension to June 2024 to get all recorded documents to RCO and finish other eligible activities such as fencing, signage, and noxious weed control.



## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR MEGAN DUFFY

**Meeting Date:** January 30, 2024

**Title:** Recognition of Advisor Service

**Prepared By:** Tessa Cencula, Volunteer and Grants Process Coordinator

#### Summary

This memo summarizes the years of service by agency and community member advisors on the advisory committees 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:** 2024-01

**Purpose of Resolution:** Approve the proposed recognitions.

### Background

The Recreation and Conservation Office relies on advisors to help administer its grant programs. Advisors provide a strategic balance and perspective on program issues. Their activities, experience, and knowledge help shape program policies that guide RCO in reviewing and evaluating projects and administering grants. The following individuals have completed their service after providing valuable analysis and excellent program advice. Outdoor recreationists in Washington will enjoy the results of these advisors' hard work and vision for years to come. Staff applauds their exceptional service and recommends approval of the attached resolutions via Resolution 2024-01 (consent).

### Aquatic Lands Enhancement Account Advisory Committee

Name	Position	Years
Jessica Logan	State Agency Representative	9
Ethan Newton	Local Agency Representative	8

### Boating Programs Advisory Committee

Name	Position	Years
Chris Guidotti	State Agency Representative	6

### Firearms and Archery Range Recreation Advisory Committee

Name	Position	Years
Bill Cogley	Community Member Representative	4
Ty Peterson	Local Agency Representative	10

### Land and Water Conservation Fund Advisory Committee

Name	Position	Years
Nikki Fields	State Agency Representative	9
Alanna Peterson	Community Member Representative	8

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

Name	Position	Years
Crystal Crowder	Four-Wheel Drive Representative	8
Nikki Fields	State Agency Representative	5
Gary Paull	Hiker Representative	4
Yvonne Kraus	Mountain Bike Representative	8
Bryant Robinson	Local Agency Representative	9
Holly Weiler	Hiker Representative	9

### Recreation Trails Program Advisory Committee

Name	Position	Years
Michael Calkins	ATV Representative	4
Janet Halstead	State Agency Representative	4
Nikki Fields	State Agency Representative	2
Jim Thode	Equestrian Representative	6

### Washington Wildlife and Recreation Program Farmland Preservation Advisory Committee

Name	Position	Years
Jesika Harper	Local Agency Representative	4
Rey Cooley	Community Member Representative	2

### WWRP Forestland Preservation Advisory Committee

Name	Position	Years
Arno Bergstrom	Local Agency Representative	8

### Washington Wildlife and Recreation Program Habitat Acquisition Advisory Committee

Name	Position	Years
Mickey Fleming	Nonprofit Representative	6
Lydia Mendoza	Nonprofit Representative	4

### Washington Wildlife and Recreation Program Habitat Restoration Advisory Committee

Name	Position	Years
John Clark	Community Member Representative	4
Todd McLaughlin	Community Member Representative	8
Nate Ulrich	Nonprofit Representative	8

### Washington Wildlife and Recreation Program Local Parks Advisory Committee

Name	Position	Years
Glenn Kost	Community Member Representative	4
Bryan Higgins	Local Agency Representative	8
Heather Saunders	Local Agency Representative	1

### Washington Wildlife and Recreation Program State Lands Development Advisory Committee

Name	Position	Years
Bill Grimes	Local Agency Representative	8
Amanda Tainio	Community Member Representative	8

### Washington Wildlife and Recreation Program State Parks Advisory Committee

Name	Position	Years
Carolyn Hope	Local Agency Representative	4
Ken Wilkinson	Local Agency Representative	8

### Washington Wildlife and Recreation Program Trails Advisory Committee

Name	Position	Years
Lauri Vigue	State Agency Representative	4

### Washington Wildlife and Recreation Program Water Access Advisory Committee

Name	Position	Years
Kristi Evans	Local Agency Representative	8
Sarah Olson	Local Agency Representative	6

### Attachment

Attachment A: Individual Service Recognitions



A Resolution to Recognize the Service of

*Jessica Logan*

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

**WHEREAS**, from 2015 to 2023, Jessica Logan served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Aquatic Lands Enhancement Account 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 recreation and conservation 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. Logan'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. Logan.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is written in a cursive style.

---

Chair Michael Shiosaki





A Resolution to Recognize the Service of

*Ethan Newton*

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

**WHEREAS**, from 2016 to 2023, Ethan Newton served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Aquatic Lands Enhancement Account 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 recreation and conservation 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. Newton'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. Newton.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is fluid and cursive.

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Chris Guidotti*

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

**WHEREAS**, from 2018 to 2023, Chris Guidotti served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Boating Programs Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of boating 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. Guidotti'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. Guidotti.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Bill Cogley*

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

**WHEREAS**, from 2020 to 2023, Bill Cogley served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Firearm and Archery Range Recreation 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 recreation 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. Cogley'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. Cogley.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is written in a cursive style.

---

Chair Michael Shiosaki



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 2023, Ty Peterson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Firearm and Archery Range Recreation 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 recreation 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 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is fluid and cursive.

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Nikki Fields*

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

**WHEREAS**, from 2012 to 2023, Nikki Fields served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Land and Water Conservation Fund, Nonhighway and Off-Road Vehicles, and Recreation Trails Program Advisory Committee, and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Fields'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. Fields.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Alanna Peterson*

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

**WHEREAS**, from 2016 to 2023, Alanna Peterson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Land and Water Conservation Fund 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 recreation 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. 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 Ms. Peterson.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Crystal Crowder*

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

**WHEREAS**, from 2016 to 2023, Crystal Crowder served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-Road Vehicle Activities Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Crowder'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. Crowder.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Gary Paull*

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

**WHEREAS**, from 2020 to 2023, Gary Paull served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-Road Vehicle Activities Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Paull's dedication and excellence in performing these services, the board and its staff extend their sincere appreciation and compliments on a job well done, and

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

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki





A Resolution to Recognize the Service of

*Yvonne Kraus*

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

**WHEREAS**, from 2016 to 2023, Yvonne Kraus served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-Road Vehicle Activities Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Kraus'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. Kraus.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Bryant Robinson*

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

**WHEREAS**, from 2015 to 2023, Bryant Robinson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-Road Vehicle Activities Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

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Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Holly Weiler*

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

**WHEREAS**, from 2015 to 2023, Holly Weiler served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Nonhighway and Off-Road Vehicle Activities Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Weiler'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. Weiler.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

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Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Michael Calkins*

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

**WHEREAS**, from 2020 to 2023, Michael Calkins served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Recreation Trails Program Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Calkins'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. Calkins.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is written in a cursive style and is positioned above a horizontal line.

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Janet Halstead*

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

**WHEREAS**, from 2020 to 2023, Janet Halstead served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Recreation Trails Program Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Halstead'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. Halstead.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Jim Thode*

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

**WHEREAS**, from 2018 to 2023, Jim Thode served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Recreation Trails Program Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Thode'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. Thode.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Jesika Harper*

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

**WHEREAS**, from 2019 to 2023, Jesika Harper served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 recreation 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. Harper'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. Harper.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Rey Cooley*

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

**WHEREAS**, from 2021 to 2023, Rey Cooley served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 recreation 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 Rey Cooley'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 Rey Cooley.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki





A Resolution to Recognize the Service of

*Arno Bergstrom*

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

**WHEREAS**, from 2016 to 2023, Arno Bergstrom served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program (WWRP) Forestland 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 conservation 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. Bergstrom'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. Bergstrom.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Mickey Fleming*

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

**WHEREAS**, from 2018 to 2023, Mickey Fleming served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 conservation 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. Fleming'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. Fleming.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is written in a cursive style and is positioned above a horizontal line.

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Lydia Mendoza*

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

**WHEREAS**, from 2020 to 2023, Lydia Mendoza served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 conservation 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. Mendoza'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. Mendoza.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*John Clark*

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

**WHEREAS**, from 2020 to 2023, John Clark served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 conservation 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. Clark'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. Clark.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Todd McLaughlin*

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

**WHEREAS**, from 2016 to 2023, Todd McLaughlin served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 conservation 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. McLaughlin'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. McLaughlin.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Nate Ulrich*

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

**WHEREAS**, from 2016 to 2023, Nate Ulrich served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 conservation 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. Ulrich'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. Ulrich.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is written in a cursive style and is positioned above a horizontal line.

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Glenn Kost*

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

**WHEREAS**, from 2020 to 2023, Glenn Kost served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 recreation 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. Kost'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. Kost.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

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Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Bryan Higgins*

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

**WHEREAS**, from 2016 to 2023, Bryan Higgins served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 recreation 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. Higgins'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. Higgins.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki





A Resolution to Recognize the Service of

*Heather Saunders*

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

**WHEREAS**, from 2022 to 2023, Heather Saunders served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program 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 recreation 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. Saunders'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. Saunders.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

---

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Bill Grimes*

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

**WHEREAS**, from 2016 to 2023, Bill Grimes served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program State Lands Development 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 recreation 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. Grimes'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. Grimes.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is written in a cursive style and is positioned above a horizontal line.

Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Amanda Tainio*

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

**WHEREAS**, from 2016 to 2023, Amanda Tainio served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program State Lands Development 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 recreation 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. Tainio'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. Tainio.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

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Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Carolyn Hope*

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

**WHEREAS**, from 2020 to 2023, Carolyn Hope served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program State Parks Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Hope'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. Hope.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

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Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Ken Wilkinson*

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

**WHEREAS**, from 2016 to 2023, Ken Wilkinson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program State Parks Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Wilkinson'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. Wilkinson.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

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Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Lauri Vigue*

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

**WHEREAS**, from 2019 to 2023, Lauri Vigue served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program Trails Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Vigue'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. Vigue.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

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Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Kristi Evans*

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

**WHEREAS**, from 2015 to 2023, Kristi Evans served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program Water Access and Youth Athletic Facilities Advisory Committees; 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 recreation 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. Evans'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. Evans.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki".

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Chair Michael Shiosaki



A Resolution to Recognize the Service of

*Sarah Olson*

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

**WHEREAS**, from 2018 to 2023, Sarah Olson served the citizens of the state of Washington and the Recreation and Conservation Office by participating on the Washington Wildlife and Recreation Program Water Access Advisory Committee; and

**WHEREAS**, the result of this service was the provision of valuable analysis and excellent advice that assisted in the development of exemplary program policies, program planning, and the evaluation of recreation 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. Olson'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. Olson.

Approved by the Recreation and  
Conservation Funding Board in Olympia,  
Washington  
on January 30, 2024

A handwritten signature in blue ink that reads "Michael Shiosaki". The signature is written in a cursive style.

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Chair Michael Shiosaki



**Recreation and Conservation Funding Board  
Resolution 2024-01  
January 30, 2024 - Consent Agenda**

**BE IT RESOLVED**, that the following January 30, 2024 Consent Agenda items are approved:

Resolution 2024-01

- A. Board Meeting Minutes
  - December 4, 2023
  - October 25, 2023
- B. Time Extensions
  - Bainbridge Island Land Trust, Gazzam Nature Preserve Phase 7, [18-1662](#)
  - Department of Fish and Wildlife, Ebey Island, 18-1951
  - Department of Fish and Wildlife, Lake Whatcom Access Redevelopment, [18-2350](#)
  - Department of Fish and Wildlife, Nisqually River Water Access Redevelopment, [18-1457](#)
  - Department of Fish and Wildlife, Samish River Unit Parking, 16-1469
  - Department of Fish and Wildlife, Stanwood Hamilton Landings Access Development, [16-2494](#)
  - Port of Poulsbo, Port of Poulsbo New Floating Breakwater, [18-2571](#)
  - State Parks, Willapa Hills Trail-Marwood Farms, [16-1926](#)
  - Tonasket Junior Baseball, Chief Tonasket Park Ball Field Complex Renovation, [16-2033](#)
- C. Advisor Recognition (33)

Resolution moved by: Member Burgess

Resolution seconded by: Member Herzog

**Adopted**/~~Defeated~~/~~Deferred~~ (*underline one*)

Approved Date: January 30, 2024

## Recreation and Conservation Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR MEGAN DUFFY

**Meeting Date:** January 30, 2024

**Title:** Recreation and Conservation Office Report (Director's Report)

**Prepared By:** Megan Duffy, Marguerite Austin, Kyle Guzlas, Mark Jarasitis, Bart Lynch, and Susan Zemek

#### Summary

This memo summarizes key agency activities.

#### Board Action Requested

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

### Agency Updates

#### Recreation and Conservation Office Showcases Grant Program at Youth Conference

Recreation and Conservation Office (RCO) staff attended the Bridge Conference hosted by School's Out Washington in Tacoma. This conference focused on bringing together more than 500 school-age providers, youth development professionals, and community organizers from Washington to connect and participate in more than forty different sessions. Some themes of the sessions focused on youth development, capacity and system building, and wraparound services for students. RCO staff Beth Auerbach, Kyle Guzlas, and Edison Velez attended. RCO participated as an exhibitor and shared opportunities to support outdoor experiences for students. More importantly, RCO staff walked away with new connections to learn more about awesome youth-oriented programs happening in our state.



## RCO Hosts Webinar for Local Parks Maintenance Grants

RCO staff Marguerite Austin and Doran Lower hosted a Successful Applicant Webinar for the new Local Parks Maintenance Program in November. This program provides grants to help communities address backlogged maintenance for parks. RCO's director approved nearly \$5 million in grants for fifty-three projects. About seventy individuals joined to learn more about project implementation. RCO provided information about the grant agreement, timeline, spending plan, progress reports, use of PRISM Online for reimbursement requests, and addressing cultural resources. The list of funded applicants is available [online](#).



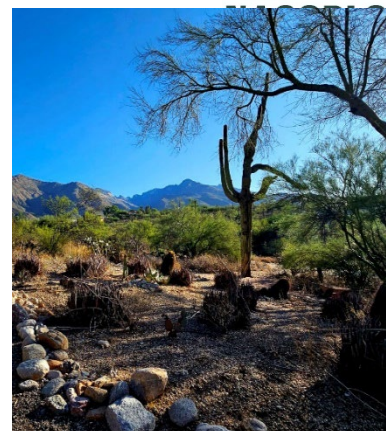
## Grant Applicants Get Help Identifying Rare Species

RCO is working with the Department of Natural Resources (DNR) to provide better guidance for applicants to use when determining the presence of rare species and high-quality ecological systems. Applicants applying for Washington Wildlife and Recreation Program habitat projects must provide data about endangered, threatened, and sensitive species and whether they occur on properties proposed for protection. DNR has recommended applicants use the department's Natural Heritage online data explorer and consult with the Natural Heritage Program staff to address the "presence" question. RCO plans to provide a guidance document to 2024 habitat program applicants.



## Staff Join NASORLO Conference

Senior Outdoor Grants Manager DeAnn Beck joined Director Duffy and more than eighty others at the 2023 National Association of State Outdoor Recreation Liaison Officers (NASORLO) Conference in Tucson, Arizona during the first week in October. NASORLO is an organization that represents states and territories and serves as a liaison to the National Park Service, which administers the Land and Water Conservation Fund. These grants fund outdoor recreation and conservation of public access areas throughout the country. DeAnn and a National Park Service project officer hosted a conference training session that focused on what a good



application looks like. DeAnn highlighted several successful Washington projects and provided tips on how to navigate the federal application process.

### Staff Learn About Invigorating Infrastructure

Four staff members headed to Wenatchee to attend the 2023 Infrastructure Assistance Coordinating Council's (IACC) conference held in October. Ashly Arambul, Brian Carpenter, Henry Smith, and Lan Nicolai joined nearly four hundred attendees for this annual conference that included sessions on funding for transportation, water systems, and broadband access. Attendees participated in sessions on internet equity, cybersecurity, minimizing impacts to cultural resources, and more. IACC is a nonprofit dedicated to helping Washington communities identify and obtain resources to develop, improve, and maintain infrastructure. RCO is one of twenty-five organizations that provide funding and technical assistance for community projects.



### Small Ports Learn About RCO Grants

Marguerite Austin and Russell Malburg were guests at the Washington Public Port Association's Small Boat Seminar at Campbell's Resort on Lake Chelan. About one hundred attendees joined Marguerite in October for an engaging session on *Grants for Recreation Boating*. This session included information on several RCO grant programs that are open to port districts. To date, RCO has awarded more than \$82 million to forty-nine ports for 255 projects. The projects include acquisition and development of boating access sites, trails, fishing facilities, support amenities, and planning and restoration or enhancement of waterways. Several attendees invited Russell to visit their communities to help them assess the eligibility of planned projects.





## Outdoor Learning Grants Awarded

RCO and the Office of the Superintendent of Public Instruction awarded the 2023-2025 Outdoor Learning Grants. A record number of applications were received for the new biennium, 111 in total, requesting \$15.3 million. Grants were awarded to twenty-seven projects totaling \$3.7 million. This extremely competitive grant program will provide grants to tribes, nonprofits, regional fisheries enhancement groups, state agencies, conservation districts, and local governments across the state serving more than forty thousand students. Nearly all students attend Title 1 schools (which receive federal aid for low-income students), half of the programs are in rural communities, and eleven of the programs focus on native youth. In all, students participating in these programs will be provided with more than 489,000 hours of outdoor learning experiences. All students deserve equitable access to outdoor spaces where they can learn, play, and grow, yet access to outdoor educational opportunities is inequitable. From reducing stress to improving mental and physical health, outdoor-based learning helps students thrive.



## Employee News

**Ashly Arambul** started in the Land and Water Conservation Fund compliance grants manager position in December. Ashly came to RCO from the Department of Natural Resources in 2018. She was RCO's first compliance inspector and then two years ago, moved to the Recreation and Conservation Grants Team as an outdoor grants manager. Ashly brings her research and relationship skills to work collaboratively on resolving compliance issues. She is providing technical assistance to Land and Water Conservation Fund sponsors about the long-term federal grant obligation, working on compliance issues and conversions, conducting inspections, and coordinating with the National Park Service compliance staff.



**Brittany Engle** joined RCO in November as an administrative assistant in the Operations Section. She is the front desk point of contact helping with all things agency related – room bookings, fleet maintenance, travel, supplies, project imaging, public disclosure, and contract support. Brittany most recently worked for



Fred Meyer warehouse as a data entry associate and assistant to the head of maintenance and sanitation. Previously she worked in retail customer service for eight years as well as a merchandising manager for DXL and Sears.

**Caroline Morin** joined RCO in December as its first equity coordinator. She comes from North Carolina where she ran a diversity, equity, and inclusion consulting services business. Caroline’s work background comes with a wide breadth of experience including executive director of the LGBTQ Center of the Cape Fear Coast, vice president of Learning and Development at Tru Colors Brewing, and regional field coordinator with the American Civil Liberties Union. While her experience is wide, the common thread is her commitment to and promotion of diversity, equity, and inclusion. In addition to work, Caroline received her law degree from New England Law and is an active member of the Massachusetts Bar.



**Lorik Soukiazian** joined RCO in January as a fiscal analyst. She came to the agency with a lot of accounting experience, most recently at the Employment Security Department. This is a new position in fiscal. She will be the lead for administrative accounting, working with other staff on travel reimbursement, accounts payable and receivable, budget, and interagency agreements.



**Erin Souza** moved to the Governor’s Salmon Recovery Office team as the administrative assistant in October. In her new role, Erin provides executive level support for the office’s state and federal affairs, curates digital media for salmon and orca recovery, manages projects and contracts, and provides general office support for the team. Previously, Erin split her time between RCO’s front office and the Governor’s Salmon Recovery Office. Before RCO, she worked as a communications intern with Washington Department of Natural Resources and administrative assistant with the Washington Department of Fish and Wildlife.



**Sarah Thirtyacre** left RCO in December to take a position as the Environmental Program manager for the Washington State Parks and Recreation Commission. Under the umbrella of the newly established Stewardship Division, she is managing the statewide coordination of environmental review and cultural resources compliance. This position knits together her land management, environmental review, and cultural resources experience. Sarah joined RCO sixteen years ago as an outdoor grants manager before moving into the Grants Services Section handling cultural resources. She has grown that team to three employees, including RCO's first archaeologist.



**Erik Tompkins** joined RCO in January as a contracts specialist in the Grant Services Team. He brings seventeen years of experience in contracting and previously worked at the Washington State Departments of Commerce, Employment Security, and Transportation. He most recently worked at the King County Department of Natural Resources and Parks. Erik graduated from The Evergreen State College, where he earned his master in public administration degree. He has extensive experience working on a wide array of state contracts and brings project management and Lean process improvement skills as well.

### Legislative and Policy Update

Staff will provide an update on legislative requests for the 2024 legislative session and Governor's proposed budget; recreation and conservation related policy bills and other important updates from legislative session; and on the policy workplan for the 2023-2025 biennium.

### News from the Boards

The **Habitat and Recreation Lands Coordinating Group** met November 16 to provide agency updates and an overview of the 2023 Monitoring Report.

The **Washington Invasive Species Council** met December 7 online and at the Natural Resources Building in Olympia. Topics included an update from the Washington Department of Fish and Wildlife on Idaho's quagga mussel eradication efforts, an overview of American bullfrog removal on Kalispel tribal lands, and a summary of the Chronic Wasting Disease Surveillance Program. The council used the updated



Prioritization Assessment Tool, which now includes cultural impacts, and discussed other considerations such as the inclusion of wildlife diseases. The council heard proposed criteria for a Volunteer Recognition Award to celebrate people who help protect all Washinton’s resources against impacts of invasive species.

The **Salmon Recovery Funding Board** met December 13 and set riparian polices, approved the watershed plan recommendation report, waived match for some projects, and developed a project list for larger projects to submit to the Legislature for funding consideration.

**Grant Management Section**

In mid-December, Karl Jacobs and Allison Dellwo presented at the Washington Sea Grant’s annual Boating Facilities Grants and Programs Webinar. They shared information about grant programs managed by RCO that allow for recreational boating and the board’s grant process. Other presenters included Washington State Parks and the Departments of Ecology and Natural Resources.



Approximately twenty-five marina and port operators were in attendance.

**Project Administration**

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

Program	Active Projects	Board and Director Approved Projects	Total Funded Projects
Aquatic Lands Enhancement Account (ALEA)	33	0	33
Boating Facilities Program (BFP)	63	3	66
Boating Infrastructure Grant (BIG)	10	0	10
Community Forests Program (CFP)	6	1	7
Firearms and Archery Range Recreation (FARR)	12	0	12
Land and Water Conservation Fund (LWCF)	26	0	26



Local Parks Maintenance (LPM)	20	15	35
No Child Left Inside (NCLI)	90	2	92
Nonhighway and Off-road Vehicle Activities (NOVA)	123	27	150
Outdoor Learning Grants (OLG)	26	1	27
Planning for Recreation Access (PRA)	43	10	53
Recreation & Conservation Office Recreation Grants (RRG)	4	1	5
Recreational Trails Program (RTP)	43	9	52
Washington Wildlife and Recreation Program (WWRP)	280	15	295
Youth Athletic Facilities (YAF)	56	4	60
<b>Total</b>	<b>835</b>	<b>88</b>	<b>923</b>

### Viewing Closed Projects

Attachment A lists projects that closed between October 1 and December 31, 2023. The team closed thirty-seven projects. Select the project number to view the project description, grant funds awarded, photos, maps, reports, etc.

## Grant Services Section

### Outreach Efforts Draw a Record Number of Evaluators

In preparation for the 2024 recreation and conservation grant round, RCO recruited new advisory committee members in September and October. Outreach included a news release, and social media ads and posts that reached more than 100,000 people and encouraged nearly 2,000 visits to RCO’s website. This broad reach helped RCO connect with potential advisors engaging with RCO for the first time. The recruitment resulted in about 140 advisory applications to fill fifty-eight vacant seats. The high number of applications allowed RCO to add additional advisors to some committees, ensuring each committee includes people with a variety of perspectives from around the state. RCO made sixty-five appointments and new advisors will be joining seventeen of the nineteen advisory committees.

### Procedural Changes for the 2024 Grant Cycle

Section staff are developing several exciting changes for the 2024 grant cycle based on recommendations of the 2022 Equity Study (Equitable Grantmaking: A Comprehensive Review of WA State Recreation and Conservation Office Grant Programs) and the “2024 Grant Round Action Items” identified in the analysis of the 2022 Applicant and Advisory

Committee Surveys. Staff will provide a brief overview and introduction to each of these actions at the January 2024 meeting. Key items include:

- Update Advisory Committee charters to achieve improved social, geographic and sectoral representation among committee participants.
- Develop and implement a new Advisory Committee orientation process
- Implement the updated Conflict of Interest process for Advisory Committee members.
- Consider ways to streamline application process.
- Provide increased technical assistance to applicants after results are posted.

## Fiscal Report

For July 1, 2023-June 30, 2025, actuals through November 30, 2023 (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 2023-2025	Dollars	% of Budget	Dollars	% of Budget	Dollars	% Expended of Committed
<b>Grant Programs</b>							
ALEA	\$19,241,000	\$16,800,755	87%	\$2,440,245	13%	\$1,482,390	9%
BFP	\$40,165,000	\$40,019,506	99%	\$145,494	1%	\$934,221	2%
BIG	\$7,828,000	\$7,828,000	100%	\$0	0%	\$263,305	3%
FARR	\$2,099,000	\$1,326,378	63%	\$772,622	37%	\$80,434	6%
LWCF	\$42,140,000	\$42,140,000	100%	\$0	0%	\$2,787,736	7%
NOVA	\$25,022,000	\$23,839,321	95%	\$1,182,679	5%	\$1,284,701	5%
RTP	\$11,384,000	\$11,069,083	97%	\$314,917	3%	\$541,635	5%
WWRP	\$300,016,000	\$281,148,857	94%	\$18,867,143	6%	\$10,185,159	4%
RRG	\$6,576,000	\$6,277,954	95%	\$298,046	5%	\$1,096,218	17%
YAF	\$37,339,000	\$31,870,636	85%	\$5,468,364	15%	\$1,858,001	6%
<b>Subtotal</b>	<b>\$491,810,000</b>	<b>\$462,320,490</b>	<b>94%</b>	<b>\$29,489,510</b>	<b>6%</b>	<b>\$20,513,800</b>	<b>4%</b>
<b>Administration</b>							
General Operating Funds	\$13,053,797	\$13,053,797	100%	\$0	0%	\$2,382,707	18%
<b>Grand Total</b>	<b>\$504,863,797</b>	<b>\$475,374,287</b>	<b>94%</b>	<b>\$29,489,510</b>	<b>6%</b>	<b>\$22,896,507</b>	<b>5%</b>

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, 2023-June 30, 2025, actuals through October 31, 2023 (Fiscal Month 04).

Percentage of biennium reported: 16.6 percent

Program	Biennial Forecast		Collections
	Estimate	Actual	% of Estimate
Boating Facilities Program (BFP)	\$18,661,000	\$3,313,558	17.8%
Nonhighway, Off-Road Vehicle Program (NOVA)	\$13,635,551	\$2,637,675	19.3%
Firearms and Archery Range Rec Program (FARR)	\$658,500	\$104,218	15.8%
<b>Total</b>	<b>\$32,955,051</b>	<b>\$6,055,451</b>	<b>18.4%</b>

### Revenue Notes:

- BFP revenue is from the un-refunded marine gasoline taxes.
- NOVA revenue is from the motor vehicle gasoline tax paid by users of off-road vehicles and nonhighway roads, and from the amount paid for by off-road vehicle use permits.
- FARR revenue is from \$2.16 of each concealed pistol license fee.
- These figures reflect the most recent revenue forecast in November 2023. The next forecast will be in March 2024.

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

Agency	Committed	Expenditures	% Expended
Local Agencies	\$391,384,220	\$329,270,165	84%
Department of Fish and Wildlife	\$249,297,424	\$217,109,401	87%
Department of Natural Resources	\$219,477,206	\$161,984,474	74%
State Parks and Recreation Commission	\$186,098,473	\$146,353,745	79%
Nonprofits	\$69,650,838	\$45,752,444	66%
Conservation Commission	\$14,839,070	\$3,002,474	20%
Tribes	\$2,307,431	\$1,742,117	76%
<b>Other</b>			
Special Projects	\$735,011	\$735,011	100%
<b>Total</b>	<b>\$1,133,789,673</b>	<b>\$905,949,831</b>	<b>80%</b>

## Performance Measures for Fiscal Year 2024

The following performance data are for recreation and conservation projects in fiscal year 2024 (July 1, 2023 – June 30, 2024). Data current as of December 27, 2023.

### Recreation and Conservation Funding Board Performance Measures

Measure	Target	Fiscal Year-to-Date	Status	Notes
Grant agreements mailed within 120 days of funding	90%	<b>67%</b>	●	178 of 266 agreements have been mailed on time this fiscal year.
Grants under agreement within 180 days of funding	95%	<b>79%</b>	●	201 of 253 projects were under agreement within 180 days.
Progress reports responded to within 15 days	90%	<b>96%</b>	●	RCFB staff received 376 progress reports and responded to them in an average of 5 days.
Projects closed within 150 days of funding end date	85%	<b>62%</b>	●	29 of 47 projects have closed on time.
Projects in Backlog	5	<b>19</b>	●	There are 19 RCFB projects in the backlog needing to be closed out.

## Attachments

Attachment A: Table of Closed Projects from October 1 – December 31, 2023

## Projects Completed and Closed from October 1, 2023, to December 31, 2023

Project Number and Type <sup>i</sup>	Sponsor	Project Name	Program	Closed On
<a href="#">16-1470C</a>	Port of Kennewick	Clover Island Northshore Restoration and Riverwalk	Aquatic Lands Enhancement Account	12/18/2023
<a href="#">18-1259C</a>	Snohomish County	Meadowdale Beach Park and Estuary Restoration	Aquatic Lands Enhancement Account	12/22/2023
<a href="#">20-2158D</a>	Lake Stevens	North Cove Guest Moorage Development	Boating Facilities Program: Local	12/12/2023
<a href="#">18-2355D</a>	Pasco	Schlagel Park Boating Facilities Updates	Boating Facilities Program: Local	10/12/2023
<a href="#">20-2095D</a>	Port of Chinook	Boat Launch Replacement	Boating Facilities Program: Local	12/21/2023
<a href="#">18-2373D</a>	Port of Ilwaco	Boat Launch Area Renovation	Boating Facilities Program: Local	11/3/2023
<a href="#">18-2356D</a>	Washington Department of Fish and Wildlife	Deer Lake Access Redevelopment	Boating Facilities Program: State	11/30/2023
<a href="#">18-2315D</a>	Walla Walla Gun Club	Covered Pistol and Rimfire Rifle Range	Firearms and Archery Range Recreation	12/8/2023
<a href="#">18-1379D</a>	Edmonds	Downtown Civic Park Development	Land and Water Conservation Fund	10/17/2023
<a href="#">20-2398E</a>	Camp Fire United States of America, North Central Washington Council	Camp Zanika Outdoor Education Getting Kids Outside	No Child Left Inside: Tier 1	11/27/2023

<b>Project Number and Type<sup>i</sup></b>	<b>Sponsor</b>	<b>Project Name</b>	<b>Program</b>	<b>Closed On</b>
<a href="#"><u>20-2319D</u></a>	Port of Grays Harbor	Friends Landing Bridge Renovation	Nonhighway and Off-road Vehicle Activities: Nonhighway Road	11/14/2023
<a href="#"><u>18-2478D</u></a>	Washington Department of Natural Resources	Little Pend Oreille Trail Bridge Development	Nonhighway and Off-road Vehicle Activities: Off-Road Vehicle	11/13/2023
<a href="#"><u>22-2309E</u></a>	Mount St. Helens Institute	Mt. St. Helens Stewards for Responsible Recreation	Recreational Trails Program: Education	11/1/2023
<a href="#"><u>22-2352E</u></a>	Tall Timber Ranch	Outdoor Ethics for Washington Students	Recreational Trails Program: Education	12/21/2023
<a href="#"><u>20-2029M</u></a>	Nooksack Nordic Ski Club	Salmon Ridge Trail System Maintenance	Recreational Trails Program: General	12/1/2023
<a href="#"><u>20-2187M</u></a>	Pacific Crest Trail Association	Pacific Crest National Scenic Trail Maintenance	Recreational Trails Program: General	12/12/2023
<a href="#"><u>16-1343A</u></a>	Washington Department of Fish and Wildlife	Heart of the Cascades: South Fork Manastash	Washington Wildlife and Recreation Program: Critical Habitat	10/4/2023
<a href="#"><u>18-1336A</u></a>	Washington Department of Fish and Wildlife	Simcoe 2018	Washington Wildlife and Recreation Program: Critical Habitat	11/28/2023
<a href="#"><u>18-1632A</u></a>	Blue Mountain Land Trust	Eagleson Farmland Easement	Washington Wildlife and Recreation Program: Farmland Preservation	11/1/2023
<a href="#"><u>18-1503A</u></a>	Great Peninsula Conservancy	Kauiki Farmland Preservation	Washington Wildlife and Recreation Program: Farmland Preservation	11/1/2023

<b>Project Number and Type<sup>i</sup></b>	<b>Sponsor</b>	<b>Project Name</b>	<b>Program</b>	<b>Closed On</b>
<a href="#">19-1431A</a>	Methow Conservancy	Fort Conservation Easement	Washington Wildlife and Recreation Program: Farmland Preservation	10/17/2023
<a href="#">19-1360A</a>	Methow Conservancy	Woodward (Highway 20) Conservation Easement	Washington Wildlife and Recreation Program: Farmland Preservation	11/29/2023
<a href="#">20-1546A</a>	Washington State Conservation Commission	Thornton Ranch Agricultural Easement	Washington Wildlife and Recreation Program: Farmland Preservation	11/28/2023
<a href="#">20-1584A</a>	Whatcom County	VanderWerff Agricultural Conservation Easement	Washington Wildlife and Recreation Program: Farmland Preservation	10/23/2023
<a href="#">18-1528D</a>	Olympia	Lions Park Sprayground	Washington Wildlife and Recreation Program: Local Parks	12/6/2023
<a href="#">20-1307D</a>	Vader	Werden Park	Washington Wildlife and Recreation Program: Local Parks	10/17/2023
<a href="#">18-1343A</a>	Washington Department of Fish and Wildlife	Grayland Property	Washington Wildlife and Recreation Program: Riparian Protection	11/1/2023
<a href="#">18-1249A</a>	The Nature Conservancy	Hoh River Recreation and Conservation Area	Washington Wildlife and Recreation Program: Riparian Protection	12/21/2023
<a href="#">18-1965D</a>	Washington Department of Fish and Wildlife	Roses Lake Access Redevelopment, Phase 2	Washington Wildlife and Recreation Program: State Lands Development	12/7/2023
<a href="#">20-1555A</a>	State Parks	Green River Gorge Icy Creek Ridge	Washington Wildlife and Recreation Program: State Parks	10/18/2023



Project Number and Type <sup>i</sup>	Sponsor	Project Name	Program	Closed On
<a href="#">20-1295A</a>	State Parks	Miller Peninsula Jones Trust Property	Washington Wildlife and Recreation Program: Water Access	10/2/2023
<a href="#">20-1662D</a>	North Bonneville	Outdoor Community Sport Court and Public Restrooms	Youth Athletic Facilities: Large	10/2/2023
<a href="#">20-1361D</a>	Othello	Lions Park Basketball Zone	Youth Athletic Facilities: Large	12/8/2023
<a href="#">18-1690D</a>	Snohomish County	Carousel Ranch Community Park	Youth Athletic Facilities: Large	12/21/2023
<a href="#">15-1628D</a>	Castle Rock	North County Playing Fields Upgrades	Youth Athletic Facilities: Renovation	11/27/2023
<a href="#">20-1437D</a>	Fircrest	Gene Goodwin Tennis Courts Resurfacing	Youth Athletic Facilities: Small	10/23/2023
<a href="#">20-1429D</a>	Wilbur	Wilbur Youth Recreation Support Facilities	Youth Athletic Facilities: Small	12/13/2023

<sup>i</sup>A=Acquisition, C=Acquisition and Development, D=Development, E=Education/Education and Enforcement, M=Maintenance, R=Restoration



Recreation and Conservation Funding Board Briefing Memo

**APPROVED BY RCO DIRECTOR MEGAN DUFFY**

**Meeting Date:** January 30, 2024

**Title:** NOVA Policy Changes

**Prepared By:** Adam Cole, RCO Natural Resources Policy Specialist

**Summary**

This memo summarizes the Nonhighway and Off-road Vehicle Activities grant program and identifies areas for improvement for the 2024 grant round. Staff and stakeholder feedback suggests the need for streamlining the application and evaluation processes, and update program policies.

**Board Action Requested**

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

**Background**

The Nonhighway and Off-road Vehicle Activities grant program (NOVA) is popular with land managers needing additional resources to maintain and develop back-country recreation facilities.<sup>1</sup> NOVA projects must be facilities accessed by a nonhighway road, which generally means a roadway open to the public for recreation travel but not supported by state gas tax revenues. Examples of nonhighway roads include a US Forest Service road open to recreation travel, and campground access roads.

Applicants, Recreation and Conservation Office (RCO) staff, and our Advisory Committee process over 100 NOVA grant applications and awards each biennium. Relatively low grant limits, resource intense application and evaluation processes, and an over subscription of the program’s most popular grant categories requires substantial administrative effort. RCO staff identify reducing administrative burden while maintaining program impact as a high policy priority. Potential improvements to the

<sup>1</sup> Those accessed by or adjacent to a “non-highway road”, see [RCW 46.09.500-520](#)

program include higher grant maximums, leaner evaluation methods, improved evaluation criteria, and longer duration grant agreements.

At this meeting, policy staff will present a summary of recent meetings with the NOVA Advisory Committee, outreach to key stakeholders, applicant surveys, and funding trends in NOVA to identify possible policy options for the 2024 grant round and beyond. Staff seeks the board's feedback on this information and potential program improvements.

## **NOVA Program At-A-Glance**

The [Nonhighway and Off-road Vehicle Activities \(NOVA\) program](#) is a motor vehicle fuel-tax refund grant program that provides grants for planning, acquiring land, constructing, and maintaining facilities for a variety of back-country activities.<sup>2</sup> These activities include car camping, backpacking, cross-country skiing, hiking, horseback riding, mountain biking, boating, hunting, fishing, sightseeing, motorcycling, and operating all-terrain and four-wheel drive vehicles. A portion of NOVA funding is set aside for education and enforcement programs as well. Applicants (government agencies and nonprofit off-road vehicle organizations) must meet eligibility requirements and compete for funding per board adopted policies.<sup>3</sup>

The board approved \$34.5 million in NOVA grants over the last three biennia.

### **Eligibility**

NOVA projects must be facilities accessed by a nonhighway road, which generally means a roadway open to the public for recreation travel but not supported by state gas tax revenues. Examples include US Forest Service roads open to recreation travel and campground access roads.

### **Allocation**

The Legislature approves and the State Treasurer credits one percent of the motor vehicle fuel tax revenues to recreation programs at multiple state agencies, as outlined

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<sup>2</sup> [RCW 46.09.500-520](#)

<sup>3</sup> [Manual #14](#), for Nonhighway Road, Non-motorized, and Motorized projects. [Manual #13](#) for Education and Enforcement projects. [2023 State Recreation and Conservation Plan, NOVA Advisory Committee](#).

in statute.<sup>4</sup> The board receives fifty-eight and a half percent of those funds for its NOVA recreation grants.<sup>5</sup> Statute further splits these funds into four grant categories:

- Education and Enforcement (“E&E”)
- Nonhighway Road recreation
- Nonmotorized recreation<sup>6</sup>
- Off-road Vehicle recreation (this category receives additional funding from ORV permit fees.)

### Grant Limits

Nonhighway Road and Nonmotorized project categories have maximum grant limits of \$200,000 for each project, with maintenance and operation projects limited to \$150,000. Off-road Vehicle category maintenance and operation project limits are higher, limited to \$200,000, but there is no limit for other project types in this category. Education and Enforcement grants are limited to a maximum of \$200,000.

### Grant Round Example: 2022-23 Biennium

In 2022, applicants submitted ninety-seven NOVA grant applications to RCO, requesting \$16.3 million from the \$12.2 million available. In early 2023, NOVA Advisory Committee members evaluated and ranked these projects during a week-long, in-person evaluation meeting. In addition to that week-long review meeting, Advisory Committee members evaluated Education and Enforcement projects on their own via a written process. At the June 2023 Recreation and Conservation Funding Board (board) meeting, the board approved the [ranked project list](#) for funding.

The following is an example of how the NOVA allocation looked for the 2022-23 grant round:

**Table 1. 2022-23 NOVA Program Allocation by Grant Category**

NOVA Category	Percent Allocated	Further Divided	Fuel Tax Dollars	Add ATV Permit Fees
Education and Enforcement	30%	100%	\$2,803,307	
Non-Highway Road		30%	\$1,962,315	

<sup>4</sup> Per [RCW 46.09.520](#) to Washington Department of Fish and Wildlife, Washington State Parks, Department of Natural Resources, and the Recreation and Conservation Funding Board

<sup>5</sup> The Treasurer distributes the remainder of the funds for NOVA-related programs as follows: Department of Natural Resources (36%), the Department of Fish and Wildlife (3.5%), and Washington State Parks (2%)

<sup>6</sup> Also called the Ira Spring outdoor recreation facilities funds ([RCW 46.09.520\(2\)\(d\)\(ii\)\(B\)](#))

Nonmotorized	70%	30%	\$1,962,315	
Off-road Vehicle*		30%	\$1,962,315	\$2,718,644
"Competitive Dollars" (for any non-E&E Project)		10%	\$654,104	
<b>Total</b>	<b>100%</b>		<b>\$9,344,356</b>	<b>\$2,718,644</b>

\*With the addition of ORV permit fees, the total for the ORV category was \$4,680,959.

**Table 2. 2022-23 NOVA Applications, and Funded Projects**

Category	Grant Applications	Grants Funded	Applications Funded %
Education and Enforcement	25	15.80	63.2%
Nonhighway Road	20	13.96	69.8%
Nonmotorized	25	11.58	46.3%
Off-road Vehicle	26	25.61	98.5%
<b>Total</b>	<b>96</b>	<b>66.95</b>	<b>69.5%</b>

### Next Steps

Based on feedback from the board, RCO staff will meet again with the NOVA Advisory Committee and survey past applicants to identify specific policy improvements consistent with board feedback. At the board's April meeting, staff will return with detailed policy proposals for final review and request a public comment period. At the board's July meeting, staff will report on public comments received and present final policy proposals. The RCO will accept NOVA applications in November of 2024, subject to any new policies.

**APPROVED BY RCO DIRECTOR MEGAN DUFFY**

**Meeting Date:** January 30, 2024

**Title:** Annual Compliance Report

**Prepared By:** Myra Barker, Compliance Unit Manager

**Summary**

Staff will provide an update and annual report on the agency’s compliance program in 2023 and goals for 2024.

**Board Action Requested**

This item will be a:

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

**Background**

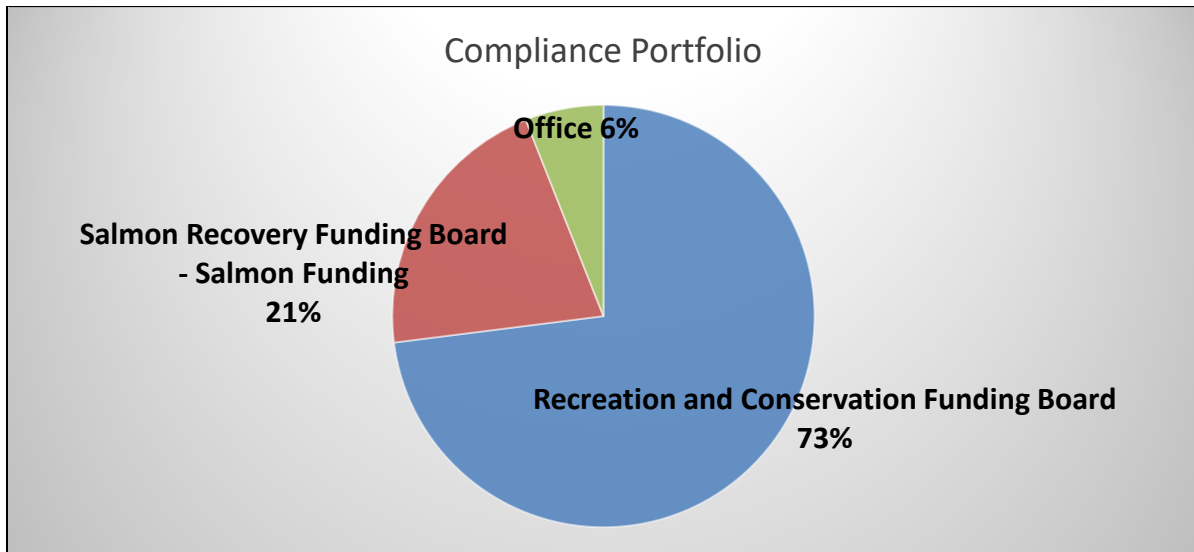
The Recreation and Conservation Office’s (RCO) compliance program helps to ensure that sponsors and funded project areas remain in compliance with their grant agreements and that sites are maintained for public outdoor recreation, habitat conservation, and/or salmon recovery. RCO staff work collaboratively with a sponsor when a compliance issue is discovered, or when a non-compliant use or action is planned within the project area.

**Compliance Portfolio**

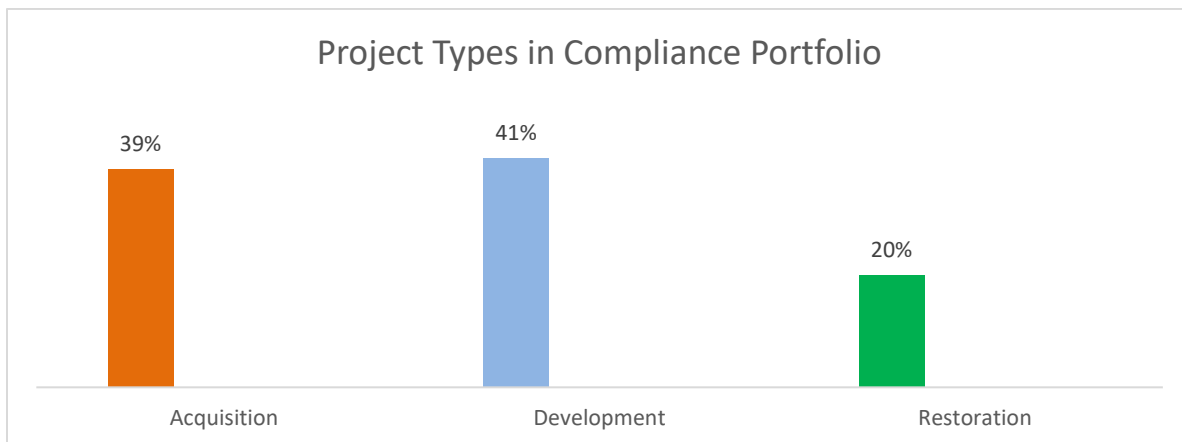
There are over 6,300 worksites funded through thirty-seven grant programs and categories in the Compliance Portfolio. The long-term grant obligation or compliance period applies to acquisition, development or renovation, and restoration project types. The compliance period varies by grant program and ranges from ten years to perpetuity.

The ratio of funded sites in the compliance portfolio has remained consistent over the past four years. Most sites in the portfolio are funded through the Recreation and Conservation Funding Board (RCFB) for outdoor recreation and habitat conservation. Salmon recovery sites funded through the Salmon Recovery Funding Board and Office

salmon projects represent about a fifth of the portfolio. RCO Office recreation projects represent a very small portion of sites with a long-term obligation.



Acquisition projects have a perpetual compliance period and represent the second largest portion of project types in the portfolio. Most development projects also have a perpetual obligation and represent the greatest number of project types in the portfolio. Restoration projects represent the smallest project types and are primarily for improving salmon habitat with a ten-year compliance period.



## 2023 Compliance Report

Compliance staff provide ongoing consultation to sponsors and agency grants managers on a wide variety of issues, conduct compliance inspections, and work with sponsors on resolving issues. Staff respond to transportation agencies, public works staff, consultants, and the public about a site's funding, grant obligations, and uses (current or planned).

The board's allowable use and exception to conversion policies allow for a change in use of a portion of a project area without requiring replacement. In 2023, there were fifteen allowable use requests submitted. Fourteen requests were approved, and one remains pending. Three requests for an exception to conversion were submitted and approved. The board approved an extension of one non-conforming use.

RCO received approval from the National Park Service on a sheltered facility request (enclosing funded outdoor courts) and on one conversion.

Compliance staff prioritized resolving issues during 2023. There were four conversions completed<sup>1</sup> and twenty-four issues closed.

Compliance staff completed three hundred eight inspections. In total, the agency completed three hundred sixteen compliance inspections in 2023. The compliance rate for inspected sites was eighty six percent.

Forty-four compliance issues, including thirteen conversions, were found during the inspections. Ineligible structures and no public access or restricted public access were the most common issues noted.

In late September, RCO was awarded a grant from the National Park Service to fund a Land and Water Conservation Fund Compliance Grants Manager. The position is fully dedicated to post-completion/compliance work on the federally funded project areas. Ashly Arambul transferred from the Recreation and Conservation grants section and began working in the Compliance Unit on December 16.

## 2024 Compliance Goals

### Inspections

A compliance inspection involves reviewing the grant project documentation, aerial imagery, property data, conducting an on-site inspection, identifying issues, mapping the grant boundary, and sending the inspection report to the sponsor. The agency's goal is to complete 400 compliance inspections in 2024.

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<sup>1</sup> Director or Board approval of a conversion is conditioned on the sponsor completing the process, which may include acquiring the replacement property and/or developing the replacement facility or both.



Acquired properties and federally funded project areas remain the priority for inspections. The addition of the Land and Water Conservation Fund compliance grants manager will help in meeting this goal.

## **Issues**

The agency's 2024 goal is to resolve ten percent of the compliance issues. This work includes following up on issues identified during inspections by meeting with sponsors and identifying actions needed to resolve the issues.

## **Prism Compliance Workbench**

The Compliance Workbench is a module in Prism for inspection reporting, tracking issues, and documenting compliance work. The workbench was initially funded in 2013 with a Land and Water Conservation Fund (LWCF) grant. Minor improvements have been made since that time.

As part of the recently awarded Land and Water Conservation Fund (LWCF) compliance grant, RCO received funding to design and develop an automatic compliance notice through the Compliance Workbench. When implemented, it will be used to regularly notify sponsors of the grant long-term obligations and of unresolved conversions and compliance issues.

## **Compliance Policy**

Compliance staff briefed the board in June 2023 on a proposal to add a Corrective Action policy. The proposed policy is:

*A sponsor and RCO may mutually develop a corrective action plan to address a period of non-compliance due to an unresolved compliance issue.*

*The corrective action plan identifies the required actions, steps, and a specific timeframe for completion. Failure to complete the corrective action to resolve the compliance issue will result in conversion.*

*The Director may approve an extension.*

Guidance for determining what types of non-compliant uses that would fall within the policy will be incorporated into the proposal. Staff will conduct public outreach and plan to request board decision on the proposed policy at the April meeting.

## **Next Steps**

Staff will implement the workplan and priorities and provide updates to the board as requested.



# Great Peninsula Conservancy

Protecting our lands and waters for generations to come

**Fall 2023**



# Protecting forever the natural habitats, rural landscapes, and open spaces of the Great Peninsula.

Great Peninsula Conservancy  
423 Pacific Ave., Suite 300  
Bremerton, WA 98337  
360-373-3500  
info@greatpeninsula.org  
www.greatpeninsula.org

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Aaron Gaul, *Community Stewardship Fellow*  
Ashlyn McGarragh, *Community Stewardship Fellow*  
Sophia Pelletier, *Conservation Education Fellow*  
Jaime Webb, *Conservation Education Fellow*

# Note from the Director



*Nate uses an increment borer to determine the age of a tree on a Walk & Talk.*

If you've been part of Great Peninsula Conservancy during our journey as an organization, you know that our core mission is to protect and care for the most ecologically valuable lands in our region. We steward these spaces by restoring and improving habitat while engaging with people through programs like Land Labs, GPC's K-12 environmental education curriculum. You make a direct impact on our collective power to conserve the landscapes we know and love.

Reading through this newsletter you will see strong evidence of the work GPC has

been able to achieve through collaboration. Our community engagement team has been working to integrate the Stillwaters Environmental Center as a program of Land Labs (read more about Stillwaters on page four). This coming together will build on the Stillwaters legacy and engage more people in the beauty and ecological value of the Carpenter Creek Watershed, while continuing to engage community scientists in environmental monitoring. We are excited to see future generations of environmental stewards learning in the Stillwaters outdoor classroom in the decades to come.

Stillwaters joining GPC highlights our community conservation approach to land protection. Stewarding the Carpenter Creek Estuary requires a team of people from many backgrounds with a breadth of experience and knowledge. This team, built of members, partners, staff, board, and volunteers, makes projects like purchasing the Tahuya River Preserve or expanding Grovers Creek Preserve possible. Before the year is out, we'll have completed several more projects made possible through partnerships with the Hansville Greenway Association, the Friends of Miller Bay, and other partners. The power to make these conservation successes a reality is based on GPC member support. I urge you to consider your legacy and dream big about the change you can make right here in your community by making a matched pledge today. Thank you.

A handwritten signature in blue ink that reads "Nathan Daniel".

Nathan Daniel  
Executive Director



*AmeriCorps Vista members Kora Freeman-Gerlach and Sophia Pelletier with Executive Director, Nate Daniel during Kitsap Salmon Tours this fall.*





Plaques celebrating the six new members of the Legacy Society in 2023.



New Legacy Society Members, Chuck and Debra Holland.

## Leaving Your Legacy

Great Peninsula Conservancy hosted a luncheon this August celebrating our Conservancy Circle and Legacy Society members at Sehmel Homestead Park in Gig Harbor. The afternoon was a great opportunity for friends, old and new, to gather in support of their lasting impact on local conservation. Attendees heard from GPC staff leadership about exciting 2023 projects while being serenaded by a youth string quartet whose members were recent winners of the Bremerton WestSound Symphony's Young Artist Competition.

If you have been considering making a charitable bequest to Great Peninsula Conservancy or making GPC a charitable beneficiary of a retirement plan, life insurance policy, or trust in your estate planning, now is the time to submit a pledge and join GPC's Legacy Society. Kit Ellis, former GPC board president and Legacy Society member, created a pool to incentivize all of us to include GPC in planned giving, no matter the amount. **For every new Legacy Pledge GPC receives, \$1,000 will be activated, up to \$20,000!**

By simply completing and returning a pledge form, you release \$1,000 that GPC will use today to protect ecologically valuable wildlife habitat. We honored six new Legacy Society members since the start of the challenge, unlocking \$6,000!

**To make your Legacy Pledge and help GPC protect lands forever, visit [www.greatpeninsula.org](http://www.greatpeninsula.org) or contact Nate Daniel at 360-373-3500 or [nate@greatpeninsula.org](mailto:nate@greatpeninsula.org).**



**Scan here to sign the pledge today!**

## Celebrating Conservation in 2023



In 2023, GPC's annual Conservation Celebration returned to Kiana Lodge for an evening of dinner, drinks, and community conservation! We were excited to honor Phil Best with the Gary Allen Cunningham Conservation Award and Dawn Dockter as our Volunteer of the Year. Thanks to the amazing community rallying around local conservation, a record-breaking \$162,682.00 was raised!





# Conservation Today, For Tomorrow

Imagine sitting in the cool shade of a bigleaf maple that is stretching over a river filled with the ripples of salmon fins on the last leg of their journey to spawn. Around you, yellow warblers that grew up in the willows and dogwoods - planted to restore the floodplain flit about catching a late summer hatch of midges. Take a deep breath of fresh air and envision this future for the new Tahuya River Preserve.

## Partnering to Protect Endangered Salmon in Tahuya

Since our founding, GPC has prioritized the preservation of salmon habitat. We're excited to announce a monumental win for local endangered runs: a 147-acre

acquisition on the largest river on the peninsula, the new Tahuya River Preserve. This property spans a mile of riverfront, protecting important

salmon habitat, floodplain hardwood forests, and towering firs that overlook the valley. Only a few miles from the mouth of the river



*Top: An aerial image of the newly acquired Tahuya River Preserve. Bottom: GPC Stewardship Manager Adrian Wolf (left) and Conservation Manager Erik Steffens navigate a giant cottonwood log along the Tahuya river front.*



this preserve was a high priority for its significance to local salmon runs and restoration potential. Both the Federal Endangered Species Act listed Hood Canal summer chum and Chinook salmon use the Tahuya River watershed. Protecting lower portions of the river will support both staging areas for adult salmon traveling upstream and provide habitat for juvenile fish to grow strong in.

In collaboration with the Hood Canal Salmon Enhancement Group, this former horse farm will be restored to a natural state. Reconnecting the river to the wide floodplain is not only critical for habitat, but will abate downstream flooding, and remove tons of sediment that bury salmon redds (nests for salmon eggs).

Great Peninsula Conservancy acquired the Tahuya River Preserve with funding from the Washington Department of Ecology Streamflow grant and the state Salmon Recovery Funding Board.

### Grovers Creek Expansion

Early in 2023, Great Peninsula Conservancy saw the potential to grow a treasured conservation property. The now 329-acre, Grovers Creek Preserve is at the center of a contiguous forest corridor spanning nearly 1,700 acres. The Grovers Creek Expansion was a rare opportunity to expand in an area under increasing development pressure. The project was made possible through community support, raising a combined \$237,000 to permanently protect the expansion. The 38.4 additional acres includes extensive wetlands, rare stands of mature Sitka spruce, and a tributary of Grovers Creek.



*Above: GPC Administrative Manager, Michelle Graves admires a mature cedar in the Grovers Creek Expansion. Credit: A Woods Walk Photography. Below: Land Labs students helping build a habitat pile at Grovers Creek this fall.*

This property will also serve as a reservoir for plants and animals to repopulate restored areas of the preserve. The stewardship team, volunteers, and hundreds of Land Labs students, have been building habitat piles as a component of our ecological forestry practices. These piles mimic the downed logs and debris found in more mature forests and support a variety of wildlife. Pockets of Grovers Creek forests are homogenous and overcrowded and GPC has been thinning trees and building piles to encourage greater diversity and forest health.





# Putting a new roof over Stillwaters



*Newly retired Program Director of Stillwaters, Melissa Fleming and GPC Community Stewardship Fellow, Beatrice Lincke monitoring water quality in the Carpenter Creek Estuary.*

By Claire Voris,  
Community Engagement Manager

Do it right, invest in your materials, and a good roof can last anywhere from 25 to 50 years. I learned this from my father who upon fitting and fastening the last piece of rake trim



*The Stillwaters Tree House about to receive a new roof.*

to his barn called me to celebrate. “It should outlast me,” he said.

I thought about his comment as I read through work emails last week. The most emphatic subject line read, “Treehouse roof replacement is complete!”

If you’ve been privy to the updates coming from GPC communications in the last few weeks, you might have read about the exciting plans for the integration of Stillwaters Environmental Center under the umbrella of GPC’s outdoor education program, Land Labs. As the details of that transition were made final at the end of October, GPC staff have begun to move forward with next steps. Conversations about reinvigorated volunteer opportunities, celebratory event series, and the purchase of new water monitoring equipment have begun to shape the way

GPC staff are thinking about the summer of 2024 as the beginning of a “Season of Stillwaters.”

There are, of course, many other less glamorous but no less important discussions ahead. A few weeks back, GPC Administrative Manager Michelle Graves polled staff regarding asphalt shingle colors. Driftwood, peppermill, or onyx? Which would best suit the Stillwaters Environmental Center’s cabin (lovingly called “The Treehouse” for its second story views of the swooping cedars and dark hemlocks) in its next chapter with GPC?

When Naomi Massberg and Joleen Palmer founded Stillwaters Environmental Center back in 1999, I doubt shingle preference played a large role in their planning, but I do know they have always had a penchant for doing things right and investing in things that will last.



For the last 24 years, Stillwaters has served the Kingston community as a gathering place for the science-minded, conservation curious, and environmentally inclined. With the help of a nimble board and a few dedicated jack-of-all-trades staff, Stillwaters made a name and a home for itself here on the peninsula synonymous with community science and restoration of the highest quality.

Prior to celebrating her retirement in April of 2023, Stillwaters Program Director Melissa Flemming and I developed a habit of convening at Kingston's Coffee Oasis on Friday mornings. These meetings were, for me, an education on the historical record of Stillwaters programming and a chance to talk through how best to carry the torch forward. Beach elevations, driftwood counts, green crab monitoring, fecal coliform samples, and have we mentioned there's a beaver in the freezer? More important than what was being studied, Melissa took care to share the human element of each project, the countless hours contributed by Stillwaters staff, volunteers, and interns in the quiet meandering waters between Carpenter Creek and the estuary.

Over the last two decades, a lot has been going on under Stillwaters' roof. The removal of two punky plywood pieces and the addition of new flashing around the chimney this fall means that the innards of the Stillwaters Treehouse will stay dry through winter rains. It's a good roof, a solid start, and a reminder that while nothing lasts forever, the things we do right should outlast us.

Thank you, Naomi and Joleen, for cultivating a culture of environmental curiosity in the Kingston community. Thank you, Melissa, for your patience in helping me to understand and imagine a future for "the data." Thank you to the staff and board members of both organizations who took the time to come together and envision a path forward. Lastly, to the many individuals who have contributed to the legacy GPC now inherits, thank you.



*Top: Community Engagement Manager Claire Voris enjoying a day out at Stillwaters. Bottom left: Monitoring the Carpenter Creek estuary. Bottom right: Stillwaters volunteers learning about invasive European green crabs.*



*Excited participants during a Walk & Talk at Curley Creek this summer.*

## Walk & Talks: Free Public Events

Monthly Walk & Talks continue to offer unique opportunities to connect with local experts while touring GPC preserves (sometimes at preserves that aren't always open to the public). This year, over 180 people have joined us for trips spanning topics from the history of Home Cemetery on a conservation easement on Key Peninsula, to wildlife tracking at Newberry Woods Community Forest near Silverdale. It's been a dynamic year and Walk & Talks remain free and open to the public because of the generous support of GPC's members.





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*Above: Students from the Marvin Willaims Center on a field trip with the Land Labs team at Misery Point this summer. Cover: A curious barred owl. Photo Credit: Brendan McGarry*

RECEIVED

DEC 26 2023

WA STATE  
RECREATION AND CONSERVATION OFFICE

December 13, 2023

**RE: Required Project Notification/Special Use Permit PL23-0463/Variance PL23-0464**

Skagit County Code Section 14.16.720(22)(i) requires that “any permit shall require an applicant to notify surrounding property owners located within one-mile of the legal boundary of the real property where the macro cell tower is to be located”.

You are receiving this notice as you own property within one mile of Parallel Towers III LLC’s proposed macro cell tower located on the northern portion of #P19606 with the closest street address being 15163 Rosario Road. Access to the site is via two abutting tax lots (#P19584 & #P19588). The subject parcel where the macro cell tower is to be located abuts State of Washington Park & Recreation’s Deception Pass State Park property to the north and to the east.

The proposed macro cell tower will consist of a 150-foot tall stealth monopole designed to resemble a coniferous tree with antenna arrays concealed by branches. There will also be ground based equipment cabinets and a 30kW diesel power generator all located within a fenced 60’ x 50’ fenced compound. Access to the site will be via an existing gravel driveway that extends to the east from Rosario Road and then to the north along an old logging road to the proposed fenced compound. Underground utilities will be extended to the site from the closest existing demarks.

The subject parcel is zoned Rural Reserve (RRv) as are all the surrounding parcels. The proposed use, a wireless communication facility, requires a Special Use Permit as well as Variance as the height of the proposed stealth tower exceeds the underling Rural Reserve zoning district’s 40-foot height limit. Both the required Special Use Permit and Variance request will be subject to Skagit County State Environmental Policy Act (SEPA) review and the two discretionary land use permits will also require a public hearing and approval from Skagit County’s Hearing Examiner.

Please contact Kevin Cricchio, Senior Planner at Skagit County Planning & Development Services at 360-416-1423 or via email at [kcricchio@co.skagit.wa.us](mailto:kcricchio@co.skagit.wa.us) for additional information on the proposed macro cell tower project and/or regarding the required Skagit County land use approvals and process.

RECEIVED

DEC 26 2023

WA STATE  
RECREATION AND CONSERVATION OFFICE

December 13, 2023

**RE: Required Project Notification/Special Use Permit PL23-0463/Variance PL23-0464**

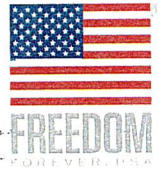
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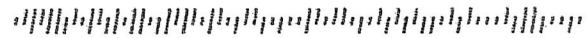
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Funding Board & The Washington  
PO Box 40917  
Olympia WA 98504



Funding Board & The Washington  
PO Box 40917  
Olympia WA 98504







## GETTING THE NEXT GENERATION EXCITED ABOUT NATURE

Voices of excited children rang out along the Skagit River as participants in the Kulshan Creek Neighborhood Youth Program visited Skagit Land Trust's Marblemount Conservation Area this fall. It was the end of a Pink Salmon run and the shore of the river was littered with salmon carcasses. This offered our staff the opportunity to talk about the importance of conserving land along rivers and streams.



Our partner, Glacier Peak Institute, led the group in foraging for licorice ferns to make tea during the visit. This trip, part of a series of monthly field trips with residents of three Mount Vernon apartment complexes, is one of the many ways that Skagit Land Trust engages with the next generation that will steward the lands we protect.

During the past year, 332 second and third graders from Sedro-Woolley visited our Utopia Conservation Area to learn about elk, beavers, birds, and macroinvertebrates. High schoolers from State Street High School in Sedro-Woolley, and Advanced Placement Environmental Studies students from Mount Vernon High School used

*Top to Bottom: A Kulshan Creek Neighborhood Youth Program participant getting ready to look for macroinvertebrates along the Skagit River; Oak Rankin from Glacier Peak Institute shows the rhizome system of a licorice fern to a fieldtrip participant.*

*Continued on page 4...*



## LETTER TO MEMBERS FROM EXECUTIVE DIRECTOR, MOLLY DORAN

As members, partners, and landowners, you helped us achieve significant conservation and community successes in the past fiscal year. Thank you! Due to your support and help, twelve land conservation projects were completed, protecting 587 acres of land and almost two miles of marine and freshwater shoreline.

You helped us purchase or receive gifts of seven properties containing native forests, wildlife habitat, wetlands, farmland, and marine shoreline. Three new, permanent protection agreements (conservation easements) now protect more forest, marine areas, and wildlife habitat. Two projects assisted partners to protect land for future habitat restoration and parks. For these projects, we took out loans and used restricted funds and our reserves to hold properties and bridge finances for partners until they could secure grant funds to purchase them. This is the main reason that our annual expenses in the financial pie charts below are significantly higher than our annual income.

Your support ensured our stewardship program had the resources to monitor and manage 7,700 acres in 85 distinct conservation areas and conservation easements. Work included invasive species removal, planting thousands of native trees & shrubs, trail building, wildlife habitat enhancement, & removing dilapidated structures, vehicles and debris from conservation areas. Restoration or public access planning was carried out on the Samish Island isthmus, at Barney Lake and other areas, often working directly with nearby communities. Our stewardship team advanced new collaborative projects with landowners, tribes, conservation partners, businesses and public agencies.

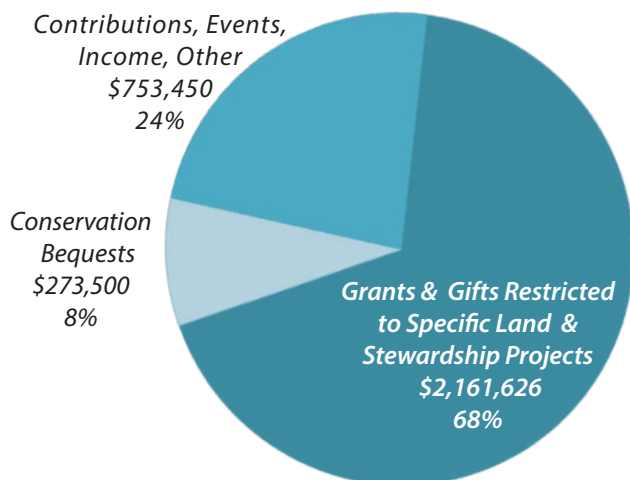
We know that community engagement builds better, more sustainable projects and encourages a conservation-minded community. This was a focus for us this past year. 358 volunteers gave a combined 5,880 volunteer hours to Skagit Land Trust through land stewardship, education, events, and governance and committee work. We partnered with over 40 schools, tribes, organizations, and agencies. We are delighted that 450 youth visited our conservation areas, as part of our Conservation Classroom program. We expanded a heron-monitoring program for the March Point Heronry with volunteers. We engaged in planning and policy education on sea-level rise and climate change impacts in local plans, and gave input on plans affecting sensitive wildlife habitat. Field events, educational seminars and special events helped us engage directly with you.

**Thank you to each and every one of you.** We are honored by your commitment to conserving and stewarding land for today and tomorrow. We look forward to working with you in the year ahead.

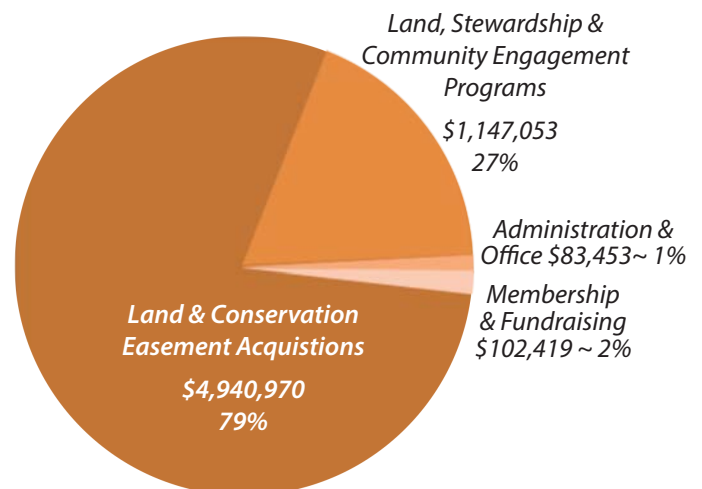


### Financials for April 1, 2022 - March 31, 2023

#### REVENUE \$ 2,736,590\*



#### EXPENSES & LAND \$ 6,273,895



\*Not reflected above: Stewardship & Land Acquisition Funds Investments gain (loss)  
\$(451,986)

# Fiscal Year April 22 - March 23 Impact By The Numbers

**12** Properties  
Conserved Forever



Protecting **587**  
more acres



**5,880**  
hours worked by  
**358** volunteers



**2,000**  
native  
trees  
& shrubs planted



**85** Cedar Legacy Circle Members  
planned for nature for  
generations by including the  
Trust in their will or estate plans



**43**  
Conservation  
Areas Managed



**42**  
Conservation  
Easements Monitored



**450** local youth  
visited Trust  
properties during field  
trips and events



**1,400** Households supported Skagit Land  
Trust with a gift for local conservation

**97** Skagit Sustainers made recurring gifts to assist  
with ongoing stewardship & protection



Partnered with  
Organizations,  
Tribes, & Agencies to  
conserve and steward land

**40**





Continued from page 1...

Left to right: Skagit Land Trust staff member Stacy Dahl and a State Street High School student survey our Tope Ryan Conservation Area for amphibian egg masses; Students monitoring trees at the Barney Lake Conservation Area; Kulshan Program participants look for macroinvertebrates along the Skagit River; AmeriCorps member Gabby Jacunski teaches about beaver skulls to Evergreen Elementary School students at Utopia Conservation Area.



Trust properties to support their classroom learning. We also met with youth at Concrete's Youth Activity Day and Skagit Conservation District's Youth Conservation Tour.

*Connecting People and Nature* is part of our conservation strategy. We understand that sparking a child's sense of wonder and making a connection to nature early on often leads to active environmental stewardship later in life.

In the year to come, we have more youth field trips planned to Skagit Land Trust properties. If you are interested in volunteering with these events, please reach out to Volunteer & Education Programs Coordinator Stacy Dahl at [stacyd@skagitlandtrust.org](mailto:stacyd@skagitlandtrust.org).



Linda and John Hunt on a visit to our Day Creek Conservation Area.

## Remembering John Hunt

by Molly Doran

John Hunt was Skagit Land Trust's board treasurer for 12 years. John passed away in October after an illness. We miss him greatly.

I think my email inbox has more emails from John Hunt than from any other board member...ever. He was diligent, dedicated and helped us create many of our financial systems. He was also one of the kindest people most of us knew.

John had many passions and was fun to be with. He appeared to love land conservation; driving fast cars; and resolving large, complex public project construction disputes, about equally. John's thinking and spreadsheets helped us analyze everything from the pace of land conserved versus our growth capacity, to how well our stewardship reserve funds may hold up 75 to 100 years in the future.

John believed that if we were going to protect land forever, we had better develop a system to fund that. He completely changed the way we think about stewardship reserves. Always data driven, he did not believe in magic formulas when selecting ways to guard and grow our donors' generous gifts. Under John's leadership, we professionalized our financial and investment systems.

John's love of the Skagit and the land was embraced by his entire family - who routinely donated gifts in honor of John, and his wife Linda, for birthdays and holidays and just because. He helped make us better, and he left a fantastic legacy here at the Trust.



Molly, Marcia Hunt, & John Hunt



## Skagit Land Trust AmeriCorps Make a Difference on the Land



*Former AmeriCorps Member and current SLT Staff Stacy Dahl leading a field trip to our Lyman Slough Conservation Area in 2018.*

From work parties to school field trips, our AmeriCorps members help Skagit Land Trust connect with and educate the community. For the past 15 years, the Trust has been an AmeriCorps sponsor in collaboration with Washington Service Corps. AmeriCorps' emphasis on fostering civic engagement through service and volunteering mirrors the work we do to connect and involve the community in protecting and caring for land in the Skagit.

We have seen many talented people getting their start in conservation work through their time at the land trust. We've even been lucky enough to have some of these AmeriCorps members move into positions at Skagit Land

Trust as the first step in their career journey.

A third of the Trust's current staff started as AmeriCorps members with us. During their time of service, they learned how land trusts work, the unending task of stewarding these lands, and the importance of engaging members and volunteers in caring for the lands and waters of Skagit County.

Skagit Land Trust also sponsors EarthCorps and WA Conservation Corps teams to accomplish restoration and stewardship projects on our properties. These programs are also part of the AmeriCorps system and provide hands-on experience for those starting in the field of conservation.



*EarthCorps and students from State Street High School planting at our Cumberland property.*



*Current and former AmeriCorps members on a recent field visit to Samish Island with Rep. Rick Larsen. From left to right: Hannah Williams Jonathan Worley, Rep. Rick Larsen, & Sydney Benson.*

This year we're excited to welcome Sydney Benson (she/her) as our 2023-2024 Community Engagement AmeriCorps member. Along with managing volunteer work parties, Sydney will be involved with youth programming, social media, and general communication and outreach for the Trust. She comes to the Trust from Minnesota with a degree in Environmental Science from Winona State University and professional work in invasive species management and water quality monitoring. While she enjoys being outside hiking, biking, or rock climbing, Sydney also loves to spend time cooking.

We are also welcoming back past AmeriCorps member Jonathan Worley (he/him) as our Stewardship Coordinator. This position is part of a team working to manage our protected lands. Jonathan joins us from California, where he recently completed the Pacific Crest Trail. On top of his AmeriCorps work for Skagit Land Trust, Jonathan also worked for the WA Conservation Corps. Look for him at upcoming work parties and hiking trails in the area.

Skagit Land Trust has been honored and grateful to host 16 AmeriCorps members. For many of these individuals their time at Skagit Land Trust was the first step in a long career in conservation that has taken them across the region, state, and country. We have heard that the Trust's ethic of collaboration and finding solutions has gone with them on these journeys, spreading the mission of saving land for tomorrow far beyond Skagit's borders.



*Former AmeriCorps Meagan Maillett and Zena Gavin on a field visit with former AmeriCorps & Stewardship Director Regina Wandler.*

## Required Minimum Distributions Open Smart Path to Supporting Conservation

For Therese Ogle, making a gift from her IRA to support conservation in the Skagit just made sense.



*Lilly, Therese, and John at the Anacortes Community Forest Lands protected by a SLT Conservation Easement*

“I was nearing the age where I had to take my required minimum distributions from my IRA. I realized this would increase my tax liability. My investment advisor suggested that, rather than taking the money and paying the tax, I could direct my advisor to pay the funds directly to a charity.”

Individuals who have an IRA must take a required minimum distribution (RMD) starting at age 73. In addition to being taxed on these distributions, for some, the distributions can push the IRA holder into a higher income bracket. By making a Qualified Charitable Distribution, or QCD for short, directly from their IRA to a nonprofit like Skagit Land Trust, an individual can satisfy all or part of their RMD without increasing their taxable income.

“This is an amazing opportunity for those of us who want to support charities. This option allows me to support causes I care deeply about, like Skagit Land Trust, while also making a smart financial choice,” says Therese.

If you are interested in making a gift to Skagit Land Trust through your IRA, please contact Development & Outreach Director Laura Hartner – [laurah@skagitlandtrust.org](mailto:laurah@skagitlandtrust.org).

\*\*\*Please let us know when you make a gift from your IRA. Sometimes we receive an IRA gift with no information on the donor or if the gift is intended for a specific project. This means we are unable to send the donor a thank you letter acknowledging their IRA gift. We currently have two unclaimed IRA gifts. If you recently made a gift to Skagit Land Trust through your IRA but haven't received a thank you letter, please call or email us, 360-428-7878 or [info@skagitlandtrust.org](mailto:info@skagitlandtrust.org).

## Partnership for the Future of the Entrance to Samish Island Takes Next Step

Skagit Land Trust has facilitated the transfer of 73 acres on the Samish Isthmus (or “Samish neck”) to the Padilla Bay National Estuarine Research Reserve. Skagit Land Trust will continue to own and manage 83 acres at the entrance to Samish Island.

In 2022 and early 2023, Skagit Land Trust was able to purchase these 73 acres. A wonderful opportunity presented itself when the landowner agreed to sell his land. However, the timeline needed did not align with securing grant funds. With the help of our generous members' gifts, our internal reserve funds, along with loans from The Conservation Fund, Skagit Land Trust made the purchase with the intent of holding the land for the Padilla Bay National Estuarine Research Reserve. The Padilla Bay Reserve applied for federal grant funds to purchase the land from us. In September of this year, the land was transferred to Padilla Bay. The grant allowed all but \$135,000 of acquisition and holding costs to be repaid to Skagit Land Trust - a sum well worth the investment for the future.

Padilla Bay and Skagit Land Trust are now working together and with partners on what may help the Samish Isthmus be more resilient both ecologically and for many other community needs. The partners are working to assess ways that the properties may help address the rapid loss of marine wetlands, intensifying climate change impacts, and community exposure to extreme weather events. The only road to Samish Island runs through the Isthmus, which is below sea level. Foresight, partnership, and wide stakeholder involvement will enable us all to plan for the future on this important part of the Samish Island landscape.



*Seasonal wetlands on the Padilla Bay side of the property*



## Thank you Regina!



Stewardship Director Regina Wandler started at Skagit Land Trust as an AmeriCorps Member in 2010. The organization was much smaller back then, just six employees and 3,853 acres that we managed and defended. Over 13 years, Regina has guided the growing stewardship of Trust lands from the Cascades to Cypress Island. The Stewardship Department now directly manages, restores, or defends nearly 8,000 acres and has helped our partners conserve 3,600 acres more.

“Regina’s leadership and integrity ensured that Skagit Land Trust followed through on our commitment to take care of the land we protect,” says Executive Director Molly Doran.

“She has tackled evolving stewardship issues with skill, creativity and often through partnerships. She found ways for people to access and love our lands, while protecting wildlife habitat. Regina also preserved our deep roots with volunteers and landowners. We all benefited from having Regina on our team for so many years. She is exceptional.”

Regina has always been ready to take on a new challenge. This fall she accepted a position as a Project Manager with King County Parks and Natural Resources. All of us on the Skagit Land Trust staff and board will greatly miss her leadership, but are excited for the new opportunity she has to learn and grow. To our delight, she will still live in the Skagit as the job is remote.



*Encountering braying wildlife on an easement monitoring visit.*



*Regina, Michael Kirshenbaum, & Mark Hitchcock on a site visit to the balds on Guemes Mountain.*

“I have deeply appreciated my time at Skagit Land Trust - it has been a privilege to work here since I started as an AmeriCorps member in 2010,” Regina says. “I have learned an incredible amount from the members of Skagit Land Trust and have made a lot of friends.”

One of Regina’s first projects when she started at the Trust was helping build the Guemes Mountain trail. The Guemes Mountain & Valley Conservation Area has continued to grow during her time at the Trust. For the past few years staff and volunteers have worked to protect the sensitive balds on the mountain top.

“I loved working on the bald assessments and trying to find ways to balance access with protection of the balds on Guemes Mountain,” says Regina.

Her passion and experience with forest management was put to work over the years planning and implementing forest restoration at many sites, including Cascade River, Diobsud Creek, and Tope Ryan. Regina found delight in exploring the land.

“Most of my job has been getting to know and explore the nooks and crannies of our protected lands all across the county, and that’s been lovely.”

We know Regina leaves big waterproof hiking boots to fill. We are seeking to hire our next Stewardship Director by the start of the new year. The position involves managing and working with a dynamic team comprised of staff, committee, board members and key volunteers to monitor and care for our conservation areas and conservation easements across Skagit County. For more information on the position, please visit our website or email [info@skagitlandtrust.org](mailto:info@skagitlandtrust.org).



*Regina at a winter tree planting. She was always willing to jump in and get dirty to get the job done!*

## BOARD OF DIRECTORS

**Kathy Thornburgh**, *President*  
Mount Vernon

**Mark Hitchcock**, *Vice Pres*  
Samish Island

**Barbara Trask**, *Treasurer*  
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**Tim Manns**, *Secretary*  
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**Lynne Wenberg-Davidson**  
Anacortes

**Anne Winkes**  
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**Keith Wiggers**  
Burlington

## STAFF

**Molly Doran**  
*Executive Director*

**Michael Kirshenbaum**  
*Conservation Director*

**Laura Hartner**  
*Development Director*

**Regina Wandler**  
*Stewardship Director*

**Jaz Strode-Elfant**  
*Membership & Office Admin.*

**Jessica Lange**  
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**Kari Odden**  
*Conservation Project Manager*

**Hannah Williams**  
*Conservation Areas Coordinator*

**Jonathan Worley**  
*Stewardship Coordinator*

**Stacy Dahl**  
*Volunteer & Education Prog Coor*

**Sydney Benson** - AmeriCorps

**Leslie Menard** - Accountant

**Phil Buri, P.S.** - General Counsel



**SKAGIT LAND TRUST**  
*Saving Land for Tomorrow*

RETURN SERVICE REQUESTED



Skagit Land Trust conserves wildlife habitat, agricultural and forest lands, scenic open space and shorelines for the benefit of our community and as a legacy for future generations.

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Mount Vernon, WA 98273  
www.skagitlandtrust.org • 360-428-7878

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Permit No. 195

## Value Nature by Doubling Your Gift on Giving Tuesday

*Mark your calendars for November 28th*

On Giving Tuesday (November 28th) your donation to Skagit Land Trust will make a positive impact on the nature of the Skagit. It will protect places for wildlife. It will connect the next generation with lands they will care for in the future.

**And your gift will go twice as far!**  
**Generous members have provided a**  
**\$10,000 match for all Giving Tuesday gifts.**

Visit our website on or before Giving Tuesday to make a donation.

During this season we take time to reflect on what we are grateful for. Here at Skagit Land Trust, we are grateful for you. Thanks to your membership support, critical natural lands in the Skagit will be here for generations of people and wildlife to enjoy. Thank you!

Interested in making a stock, IRA or Donor Advised Fund gift? Many members have found these to be a tax-savvy way to support conservation. Learn more about these giving options on our website or email [info@skagitlandtrust.org](mailto:info@skagitlandtrust.org).

*The lands conserved and protected by Skagit Land Trust have been inhabited and stewarded by numerous tribes and Indigenous peoples since time immemorial. We recognize and respect the inherent, indigenous, and treaty rights of the Coast Salish People who have deep and abiding connections to these places. We seek to partner with local tribes as we conserve and care for these lands and waters.*