

**INTERAGENCY COMMITTEE FOR OUTDOOR RECREATION
SUMMARY MINUTES - REGULAR MEETING**

DATE: March 13, 1997 *PLACE: Natural Resources Building, Room 175*
TIME: 8:30 a.m. *Olympia, Washington*

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DATE: March 13, 1997
TIME: 8:30 a.m.

PLACE: Natural Resources Building, Room 175
Olympia, Washington

INTERAGENCY COMMITTEE MEMBERS PRESENT:

Donna M. Mason, Chair	Vancouver (arrived at 8:53)
Mary Ann Huntington	Port Orchard (arrived at 8:45)
Ralph Mackey	Everett
Robert Parlette	Wenatchee
Christine Wakefield	Monroe
Stan Biles	Designee, Department of Natural Resources
Cleve Pinnix	Director, Parks and Recreation Commission
Elyse Kane	Designee, Department of Fish and Wildlife

IT IS INTENDED THAT THIS SUMMARY BE USED IN CONJUNCTION WITH THE NOTEBOOK PROVIDED IN ADVANCE OF THE MEETING.
A VERBATIM RECORDED TAPE OF THE MEETING'S PROCEEDINGS IS RETAINED BY IAC AS THE FORMAL RECORD OF MEETING.

ITEM 1. MEETING CALLED TO ORDER

Robert Parlette, Acting Chair, called the March 13, 1997 meeting to order at 8:44 a.m. He welcomed attendees, called for self-introductions and determined a quorum was present.

Director Johnson introduced the newest member of the Board, Christine Wakefield, from Monroe. Ms. Wakefield described her experience and interest in parks and outdoor recreation.

The Acting Chair requested approval of the summary minutes as distributed from the November 13-14, 1996 meeting in Olympia. Stan Biles noted an error on page 7 (see notebook). The words "and ORA" should be deleted and the corrected minutes should read, "Stan Biles presented a third option for HCA...." Elyse Kane moved approval of the minutes as corrected; Cleve Pinnix seconded and the minutes were approved.

Director Laura Johnson outlined the agenda for the meeting which included management reports, approval of revisions to manuals, project conversions and cost increases, and approval of the 1997 National Recreational Trails Funding Act grant procedures.

ITEM 2. MANAGEMENT AND STATUS REPORTS

Laura Johnson presented the Director's report and highlighted the following issues not appearing in meeting materials:

- The National Recreation and Parks Association is offering a “telephone tree” service to keep interest parties updated on federal parks and recreation issues. An informational brochure was distributed.
- Copies of a booklet printed by the US Forest Service, *Trail Construction and Maintenance Notebook*, have been purchased and will be distributed to NRTFA applicants.
- National efforts to revitalize the Land and Water Conservation Fund are continuing.

Chair Mason called for approval of a recognition resolution for Bernie Smith, a recent retiree from the US Forest Service. Bob Parlette **moved** approval. Stan Biles **seconded**. **MOTION CARRIED**. (Resolution #97-13).

Debra Wilhelmi presented IAC's financial and management services report and highlighted the following issues not appearing in meeting materials:

- A corrected WWRP information page was distributed.
- PRISM has been demonstrated to NASORLO members at the St. Louis meeting, and staff in North Carolina, New York, and Colorado. In addition, articles regarding PRISM will soon appear in business and technical magazines.
- Governor Locke has presented his budget for 1997-99. IAC had requested three enhancements to the current program: a Statewide Recreational Gap Analysis, Recreation Accessibility Specialist and PRISM Enhancement. The Gap Analysis was not included in the Governor's budget. The Governor's recommended funding level for the Washington Wildlife and Recreation Program (WWRP) is \$50 million.

Greg Lovelady presented the Planning Services report and

- Introduced Kitty Weisman, newly hired Recreation Resource Planner.

Chair Mason suggested that staff work with the SOBA conference committee in an attempt to showcase some boating access sites in the state of Washington.

Eric Johnson presented the Project Services report and highlighted the following activities not appearing in meeting materials:

- An updated list of preliminary project proposals was distributed.

Cleve Pinnix expressed support for the continued work on the Portage Island issue.

ITEM 3. PROPOSED WAC RULE MAKING - PLANNING & OTHER REVISIONS

Chair Mason announced that this portion of the meeting would be a public hearing followed by public testimony and committee consideration of possible adoption to changes to Washington Administrative Code (WAC) rules and delegated Director Johnson to preside as the official hearings officer in the matter.

Director Johnson called the hearing to order. She stated: "This hearing is held to consider testimony on the proposal to adopt the following five (5) rule changes:

1. Clarify the reference that implies that state agency project sponsors are eligible for 100% funding in all IAC programs;
2. Improve the explanation of the term "Waivers of Retroactivity";
3. Clarify that the Firearms Range Program is exempt from some of the fee rules;
4. Update the standardized planning requirements across each applicable program according to the policies that were previously approved by IAC in July of 1996; and
5. Make various text related housekeeping adjustments."

Greg Lovelady presented a technical explanation of the proposed rule changes (see notebook) and responded to questions.

There being no written or oral public testimony, Director Johnson recessed the hearing until 3:00 p.m.

ITEM 4. LEGISLATIVE UPDATE

Jim Fox distributed a revised legislative update (see notebook) and explained the status of bills of interest to IAC. The Senate is expected to release its version of the budget the week of March 24th which will be the agency's first look at the recommendation for WWRP and IAC's operating budget. House Bill 1060 (the 1996 "delayed list") is currently in Senate Rules after passing unanimously through the House. Mr. Fox explained the implications of several bills relating to the Marine Fuel Tax and Natural Area Preserves (NAPs) which are still being considered.

ITEM 5. POTENTIAL ELIMINATION OF WWRP 2ND YEAR FUNDING - TRAILS AND WATER ACCESS CATEGORIES

Jim Fox reminded members of their decision at the November, 1996 meeting to limit competition in the 1997-99 second-year funding cycle to local agencies. Although this decision will simplify the evaluation process and later decisions on how to distribute unallocated funds, the process is still complex, confusing, and difficult to explain. Staff was directed to work with constituents to develop a simpler process.

Staff has met with legal counsel to determine statutory constraints and to review legislative history. It was concluded that IAC could, by administrative rule or policy,

restrict grant applications to once each biennium. However, without a change to RCW, IAC must continue to submit a list of local projects to the Governor by October 1st of each year.

Work with interested and affected groups will continue.

ITEM 6. POLICY REVISIONS FOR A/E: ADMINISTRATIVE CHARGES

Debra Wilhelmi and Eric Johnson explained current policies and practices regarding Architecture, Engineering, and Administrative Costs associated with IAC-funded projects. Sponsors routinely tell staff that the cost of doing business is more than IAC will reimburse. Staff intends to conduct a workshop at the July meeting and seeks Committee guidance and comments to help scope the issues more effectively.

ITEM 7. MANUAL #2: PLANNING POLICIES

Greg Lovelady directed members to Tab #7 (see notebook). He clarified the changes proposed in four areas and asked for questions or comments.

There being no public testimony, Stan Biles **moved** adoption of changes to Manual #2: Planning Policies. Bob Parlette **seconded**. **MOTION CARRIED**. (Resolution #97-01)

ITEM 8. MANUAL #10: WWRP POLICIES

Greg Lovelady directed members to Tab #8 (see notebook). He clarified the six proposed changes and asked for questions or comments.

Committee members discussed the issue of preference given to local agencies planning under the Growth Management Act (GMA).

There being no public testimony, Stan Biles **moved** adoption of the changes to Manual #10: Washington Wildlife and Recreation Program *with the understanding that the GMA preference evaluation questions in all manuals (see p. 10 - Critical Habitat, p. 10 - Natural Areas, p. 7 - State Parks, p. 34 - Boating Facilities) would not apply to categories where only state agencies are eligible*. Bob Parlette **seconded**. **MOTION CARRIED AS AMENDED** (Resolution #97-02, as amended)

ITEM 9. MANUAL #12: NONHIGHWAY ROAD PROJECTS

Greg Lovelady directed members to Tab #9 (see notebook). He clarified the changes proposed in 11 areas and asked for questions or comments.

Mr. Lovelady specifically discussed the issue of fees collected on an IAC-funded site and how those fees can be used. This proposal would change current IAC policy by allowing fees collected on NOVA project sites to be used for only (a) operation and maintenance at the assisted facility, (b) to offset the sponsor's matching funds, or (3) to offset the project cost. Committee members expressed concern that accounting for collected fees, many of which go directly into the State General Fund, could create

difficulties for state agencies. Mr. Lovelady expressed his understanding that the provision "unless prohibited by law" would apply to those cases where agencies do not control the distribute of collected fees. Elyse Kane also expressed concern about the collection of fees and increased accident liability.

Bob Parlette **moved** approval of the adoption to changes to Manual #12: Nonhighway Road Program with the following amendment: "Changes to Section #22 - Program Income / User Fees (see page 12-13) will be deferred until the July, 1997 IAC meeting." Elyse Kane **seconded**. **MOTION CARRIED AS AMENDED** (Resolution #97-03, as amended). See Manual #12, continued discussion below.

ITEM 10. MANUAL #14: OFF-ROAD VEHICLE PROJECTS

Greg Lovelady directed Members to Tab #10 (see notebook). He clarified proposed changes and asked for questions and comments.

Mr. Lovelady asked Members to refer to the section dealing with Acquisition/Development Costs, Architectural and engineering charges (see page 8 in the manual). Staff recommends retaining the current language until further discussion at the July meeting. The paragraph would continue to read:

"Charges of up to 15 percent of the total construction cost of a development project for planning, design, and construction supervision."

There being no public testimony, Ralph Mackey **moved** approval of the adoption to changes to Manual #14: *Off-Road Vehicle (ORV) Projects* with the following amendment: "Current language regarding architectural and engineering costs will be retained (see p.8) and changes to Section 22 - Program Income / User Fees (see p.13) will be deferred until the July, 1997 IAC meeting." Christine Wakefield **seconded**. **MOTION CARRIED AS AMENDED** (Resolution #97-04, as amended)

MANUAL #12: NONHIGHWAY ROAD PROJECTS (continued)

Chair Mason asked Members to return Manual #12: *NOVA Nonhighway Road Program* (see Tab #9 in notebook) to amend the resolution to be consistent with action just taken on Manual #14: *NOVA Off-Road Vehicle Projects* regarding architectural and engineering costs. Under Acquisition / Development Projects (see page 8 in the manual) the second paragraph would read:

"Charges of up to 15 percent of the total construction cost of a development project for planning, design and construction supervision"

Bob Parlette **moved** approval of NOVA Manual #12 with the exception that a cap of 15% for architectural and engineering costs be re-inserted. Cleve Pinnix **seconded**. **MOTION CARRIED AS AMENDED** (Resolution #97-03, as amended)

PUBLIC TESTIMONY
(Final item on original agenda)

Chuck Towslee President, Dungeness Boat Ramp Association
Expressed support for funding for boat ramp facilities which require annual dredging.

Chair Mason thanked Mr. Towslee and suggested that discussions with State Parks, Fish and Wildlife and Clallam County continue. In addition, the Committee will address the policy issues involved and discuss possible changes to those policies at the next IAC meeting.

After a break for lunch, Acting Chair Parlette reconvened the meeting at 1:12 p.m.

ITEM 11. MANUAL #13: EDUCATION/ENFORCEMENT & MAINTENANCE/OPERATION PROJECTS
(Item #12 on original agenda)

Greg Lovelady directed Committee members to Tab #12 (see notebook). He clarified proposed changes to the manual and asked for questions or comments.

Ralph Mackey **moved** approval of changes to Manual #13: *Education/Enforcement & Maintenance/Operation Projects* except for those sections relating to fees and other income (see p. 6 in the manual) which will be deferred until the July, 1997 IAC meeting. Mary Ann Huntington **seconded**. **MOTION CARRIED AS AMENDED**. (Resolution #97-05, as amended)

(Donna Mason returned to Chair the remainder of the meeting.)

ITEM 12. MANUALS #5 AND #6: APPLICATION PROCEDURES
(Item #13 on original agenda)

Greg Lovelady directed Committee members to Tab #13 (see notebook) and explained recent revisions to the application manuals and indicated that no Committee action is required.

PRISM DEMONSTRATION
(not on original agenda)

Debra Wilhelmi gave a brief demonstration of the PRISM grant management system and responded to questions from Committee members. Stan Biles congratulated IAC staff on the success of the PRISM system.

ITEM 13. CITY OF KENT CONVERSION REQUEST
(Item #14 on original agenda)

Phil Trask reminded the Committee of IAC policies regarding conversions. He directed

Members to Tab #14 (see notebook). The City of Kent is requesting IAC approval to convert a portion of 42 acre Clark Lake Park to non-recreational use. Using slides and narrative, Mr. Trask explained the details of the conversion.

Cleve Pinnix expressed concern about a small park property which would be left surrounded by non-park ownership.

There being no public testimony, Ralph Mackey **moved** approval of the City of Kent's conversion request. Mary Ann Huntington **seconded**. **MOTION CARRIED.** (Resolution #97-06)

**ITEM 14. CITY OF OLYMPIA CONVERSION REQUEST
(Item #19 on original agenda)**

Scott Chapman directed Members to the materials behind Tab #19 (see notebook). Mr. Chapman presented a brief history of the Grass Lake Refuge, acquired with Urban Wildlife Habitat funds through the Washington Wildlife and Recreation Program, and explained the City's current request for conversion.

Chair Mason called for public testimony.

Jane Boubel City of Olympia, Director of Parks and Recreation
Expressed appreciation for Committee patience with a long and involved process and urged support for the conversion. Chair Mason asked for information regarding timing of the replacement property acquisitions.

David Hanna City of Olympia, Parks Planning Services Manager
Responded to Chair Mason's question saying that acquisition will occur after approval of the Olympia Hearings Examiner which should come in 3-4 months.

Ralph Mackey **moved** approval of the City of Olympia conversion request. Cleve Pinnix **seconded**. During Committee discussion, Chair Mason asked for a status report at the July or September IAC meeting. With the concurrence of Ralph Mackey, Cleve Pinnix amended the motion by adding the following:

"BE IT FURTHER RESOLVED, that the City of Olympia will present a progress or completion report not later than September, 1997."

Stan Biles, as a member of the City of Olympia Planning Commission, stated he would abstain from voting on the motion but supported the conversion. **MOTION CARRIED AS AMENDED WITH STAN BILES ABSTAINING.** (Resolution #97-11 as amended)

ITEM 15. CITY OF OAK HARBOR REQUEST FOR COST INCREASE

Scott Chapman explained that the City of Oak Harbor is seeking IAC approval of a 27% cost increase to the Breakwater Dock Extension project approved by the IAC in 1995

(see notebook Tab #15). The increased cost of the project was primarily the result of higher than expected costs for dredging and dredge disposal. Using slides and narrative, Mr. Chapman elaborated on the request and the staff recommendation.

There being no public testimony, Mary Ann Huntington **moved** approval of the City of Oak Harbor's cost increase for the Breakwater Dock Expansion (IAC #96-320D/B), Elyse Kane **seconded**. **MOTION CARRIED**. (Resolution #97-07)

ITEM 16. TRAILS CONFERENCE
(Item #11 on original agenda)

Jim Eychaner reminded Members that trail advocates, in their meetings regarding the National Recreational Trails Funding Act, have indicated a need for a forum to increase communication and develop better ways to work together. Staff is recommending that a trails conference be scheduled during the month of October, 1997, to accommodate the schedules of a majority of trail users.

Chair Mason suggested Ralph Munro, as a long-time trails advocate in the state, might be interested in assisting with the development of the agenda.

Cleve Pinnix suggested the conference address significant "gaps" in the trails program in Washington. Also, maintenance of existing trail systems, an on-going issue, needs to be discussed. A trails conference could be used to "rally the troops", revitalize interest, and keep existing trail systems alive.

Director Johnson expressed the need for a steering committee to set the agenda; IAC staff could handle the facility details. Committee members concurred.

ITEM 17. PROPOSED WAC RULE MAKING - PLANNING & OTHER REVISIONS

Director Johnson, acting as the hearings officer, announced that no comments or public testimony were received, therefore, there is no need to summarize any responses. She closed the public hearing portion of the meeting and asked for a motion to approve the revisions as described earlier in the day.

Mary Ann Huntington **moved** approval of revisions to Title 286 WAC as recommended by staff. Christine Wakefield **seconded**. During Committee discussion, Cleve Pinnix asked for clarification on the section pertaining to fees and charges. Members agreed to review this section at the July meeting when language in the manuals is revised. Staff was directed to bring two options to the Committee in July: one which would provide for no changes and one which would change current policy. Director Johnson suggested that staff would provide notice that the Committee intends to amend, again, this section on income and fees. **MOTION CARRIED** (Resolution #97-08)

ITEM 18. MANUAL #11: FIREARMS & ARCHERY RANGE RECREATION PROGRAM
(Item # 17 on original agenda)

Greg Lovelady referred Committee members to materials behind Tab #17 (see notebook). He explained the six proposed revisions and pointed out a typographical error on the evaluation criteria matrix on page 29 of the manual. Maximum points for Question #11, in the second column, should be reduced from 5 to 1.

There being no further discussion and no public testimony, Chair Mason called for motion. Cleve Pinnix **moved** approval of revisions to Manual #11: *Firearms and Archery Range Recreation (FARR) Program*. Christine Wakefield **seconded**. **MOTION CARRIED.** (Resolution #97-09)

ITEM 19. MANUAL #9: BOATING FACILITIES PROGRAM
(Item #18 on original agenda)

Greg Lovelady referred Committee members to materials behind Tab #18 (see notebook). He clarified the eight proposed revisions and asked for questions and comments. (Note: see Item 8 in this summary - GMA evaluation questions deleted for State Agencies).

There being no discussion and no public testimony, Mary Ann Huntington **moved** adoption of the revisions to Manual #9: *Boating Facilities Program - Policies and Project Selection*. Christine Wakefield **seconded**. **MOTION CARRIED.** (Resolution #97-10)

ITEM 20. NATIONAL RECREATIONAL TRAILS FUNDING ACT - FISCAL 97 FUNDING PROCESS

Director Johnson distributed updated information regarding the 1997 NRTFA Grant Competition (see yellow inserts). She described the process used for the 1996 funds and presented NRTFA task team recommendations for the 1997 cycle including:

- Using a "slowed down" process which would have applications due mid-June and would bring projects to the Committee for review and approval at the November 1997 IAC quarterly meeting;
- Focusing available funds, slightly over \$250,000, on maintenance-related projects; and
- Capping all grants at \$40,000 per request with a minimum of \$1,000.

Staff suggests Committee approval of the overall concept as shown in the hand-outs leaving specific elements and language revisions to the staff. Director Johnson reviewed the evaluation questions and requested: 1) authority to make modest changes to the NRTFA Evaluation Task ; 2) Committee permission to refuse to accept partial scoring; and, 3) authority for the Task Force to specifically consider and recommend any exemption from the NRTFA's "Assured Access to Funds" requirements.

During Committee discussion, members made the following recommendations:

- Grants should be limited to not less than \$1,5000;
- The Director should be authorized to substitute more than two team members;
- "Innovation" (under Item 3 - "Essay Questions and Scoring") should be omitted; and
- Staff should be prepared to update the Committee at the July meeting.

Chair Mason called for public testimony:

Ruth Ittner Representing the Volunteer Trail Coalition
Expressed support for NRTFA funding for maintenance projects
and suggested that "innovation" referred to innovative, cooperative
partnerships rather than innovative trail maintenance.

Chair Mason referred Members to Resolution #97-12 (see notebook). The Committee agreed to:

1. accept the "slowed down" schedule as shown
2. change "focus" to "emphasize" and to limit grants to not less than \$1,500 and not more than \$40,000
3. delete "innovation" as an evaluation question (omit "Innovation &" from the title and omit the word "innovative" from the first line of the descriptive statement)
4. increase the weight of "Public Involvement & Support" to Medium/High
5. increase the weight of "Volunteer Leveraging" to Medium/High
6. authorize the Director "to make such substitutions, additions, or reductions as may be necessary" (relating to composition of the Task Team)

Christine Wakefield directed staff to re-word "Volunteer Leveraging" (see attachment B) to reflect a true commitment of time rather than merely general support.

Stan Biles **moved** approval of staff recommendation for the 1997 National Recreational Trails Funding process with Attachment B (NRTFA Draft Essay Questions and Scoring) as amended. Bob Parlette **seconded**. **MOTION CARRIED AS AMENDED.**
(Resolution #97-12, as amended)

REPORTS FROM PARTNER AGENCIES

Stan Biles reported that Governor Locke's budget recommends \$30 million to restart the Trust Land Transfer program. Additionally, the Department has had to reduce funding for clean-up garbage, hazardous waste, etc. left by the public on DNR managed lands.

NOVA MANUALS (continued discussion)

Director Johnson referred Members back to their discussion regarding the NOVA manuals, 12 and 14 (NHR and ORV) and emphasized that current language in both manuals limits architectural/engineering expenses to 15 percent. Committee action today has reaffirmed these limits.

Chair Mason reported that the sense of the Committee on both manuals was to retain the current language.

OTHER BUSINESS

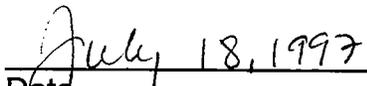
Director Johnson announced that the July 17-18 meeting will be held in Yakima at the Arboretum. A workshop and tour may be planned for Thursday with the actual meeting taking place on Friday the 18th. Guest rooms can be reserved at the Rio Mirada, a facility adjacent to the Yakima Greenway.

There being no public comment or further business, Chair Mason adjourned the meeting at 4:35 p.m..

IAC APPROVAL CERTIFIED BY



Donna M. Mason, Chair



Date

Next Meeting: July 17-18, 1997
 Garden View Room / Arboretum
 Yakima, Washington

Resolution #97-01
Manual #2, Planning Policies

Whereas, the benefits of recreational and habitat conservation planning are well established, including its role in decision making, coordinating interests, evaluating trends, and ensuring continuity of direction, and

Whereas, since its earliest days IAC has provided technical assistance and encouraged the adoption of agency plans related to grant requests, and

Whereas, revisions to IAC's planning policies, based on direction provided in the report *Streamlining IAC's Planning Programs* (June 1996), have been prepared in cooperation with affected agencies, organizations, and concerned individuals, and

Whereas, these policies have been considered in an advertised public meeting where comments were encouraged,

Now, Therefore Be It Resolved, that IAC hereby adopts the February 12, 1997 draft of Manual 2, *Planning Policies* to immediately replace the current version,

And Be It Further Resolved, that the planning policies in IAC's remaining manuals will be updated and made consistent with the policies in this Manual 2.

Resolution moved by: Stan Biles

Resolution seconded by: Bob Parlette

Adopted – Defeated – Deferred

March 13, 1997

Resolution #97-03
Manual #12, NOVA: Nonhighway Road Program

Whereas, in 1996, IAC revised its planning program based on recommendations in the report *Streamlining IAC's Planning Programs*, and

Whereas, based on these revisions, policies have been developed for inclusion in Manual 12, *Nonhighway Road Projects*, and

Whereas, other policies that address, for example, eligible and ineligible projects and costs, the period for project agreements, and income and fees have also been drafted for inclusion in this manual, and

Whereas, these revisions were prepared in cooperation with affected agencies, organizations, and concerned individuals, and later considered in an advertised public meeting where comments were encouraged,

Now, Therefore Be It Resolved, that IAC hereby adopts the February 19, 1997 draft of Manual 12, *Nonhighway Road Projects* to immediately replace the current version.

Resolution moved by: Bob Parlette

Resolution seconded by: Elyse Kane

Adopted – Defeated – Deferred as amended

March 13, 1997

Bob Parlette moved approval of the adoption to changes to Manual #12: Nonhighway Road Program with the following amendment: "Changes to Section #22 - Program Income / User Fees (see pages 12-13) will be deferred until the July, 1997 IAC meeting." Elyse Kane seconded. MOTION CARRIED AS AMENDED.

Further Amendment: Bob Parlette moved approval of NOVA Manual #12 with the exception that a cap of 15% for architectural and engineering costs be re-inserted. Cleve Pinnix seconded. MOTION CARRIED AS AMENDED

(Under Acquisition/Development projects (see p. 8 in the manual) the second paragraph would read: "Charges of up to 15 percent of the total construction cost of a development project for planning, design and construction supervision").

Resolution #97- 04
Manual #14, NOVA: Off-Road Vehicle Projects

Whereas, in 1996, IAC revised its planning program based on recommendations in the report *Streamlining IAC's Planning Programs*, and

Whereas, based on these revisions, policies have been developed for inclusion in Manual 14, *Off-Road Vehicle Projects*, and

Whereas, other policies that address, for example, eligible and ineligible projects and costs, the period for project agreements, and income and fees have also been drafted for inclusion in this manual, and

Whereas, these revisions were prepared in cooperation with affected agencies, organizations, and concerned individuals, and later considered in an advertised public meeting where comments were encouraged,

Now, Therefore Be It Resolved, that IAC hereby adopts the February 20, 1997 draft of Manual 14, *Off-Road Vehicle Projects* to immediately replace the current version.

Resolution moved by: Ralph Mackey

Resolution seconded by: Christine Wakefield

Adopted – Defeated – Deferred as amended

March 13, 1997

Ralph Mackey moved approval of the adoption to changes to Manual #14: Off-Road Vehicle (ORV) Projects with the following amendment: "Current language regarding architectural and engineering costs will be retained (see p. 8) and changes to Section 22 – Program Income/User Fees (see p. 13) will be deferred until the July, 1997 IAC meeting." Christine Wakefield seconded. MOTION CARRIED AS AMENDED.

Resolution #97-05
Manual #13, NOVA: Education/Enforcement and
Operation/Maintenance Projects

Whereas, in 1996, IAC revised its planning program based on recommendations in the report *Streamlining IAC's Planning Programs*, and

Whereas, based on these revisions, policies have been developed for inclusion in Manual 13, *Education/Enforcement and Maintenance/Operation Policies*, and

Whereas, other policies that address, for example, income and fees and eligible projects and costs have also been drafted for inclusion in this manual, and

Whereas, these revisions were prepared in cooperation with affected agencies, organizations, and concerned individuals, and later considered in an advertised public meeting where comments were encouraged,

Now, Therefore Be It Resolved, that IAC hereby adopts the February 19, 1997 draft of Manual 13, *Education/Enforcement and Maintenance/Operation Policies* to immediately replace the current version.

Resolution moved by: Ralph Mackey

Resolution seconded by: Mary Ann Huntington

Adopted – Defeated – Deferred *As amended*

March 13, 1997

Ralph Mackey moved approval of changes to Manual #13: Education/Enforcement & Maintenance/Operation Projects except for those sections relating to fees and other income (see p. 6 in the manual) which will be deferred until the July, 1997 IAC meeting. Mary Ann Huntington seconded. MOTION CARRIED AS AMENDED.

RESOLUTION 97-06
Clark Lake Park -- IAC #91-230
Conversion Request

WHEREAS, the City of Kent (King County) with IAC funding assistance acquired 16 acres at Clark Lake Park (IAC #91-230AW); and

WHEREAS, the City of Kent requests IAC approval to convert 1.24 acres of this site to non-outdoor recreation use; and

WHEREAS, the City of Kent's proposes 3.56 acres of replacement properties that meet the eligibility criteria set forth in IAC Participation Manual #7 ***Procedures for Funded Projects***, Section 07.19A *Acquisition Projects Converted*, and will result in replacement park land for public use,

NOW, THEREFORE, BE IT RESOLVED, by the IAC that the conversion request by the City of Kent for the Clark Lake Park project is approved, and

BE IT FURTHER RESOLVED, that the Director is hereby authorized to execute the necessary amendments associated with this conversion.

Resolution moved by: *Ralph Mackey*

Resolution seconded by: *Mary Ann Huntington*

Adopted / Defeated (circle one)

RESOLUTION 97-07
City of Oak Harbor - Breakwater Dock Expansion, IAC #96-320D/B
Cost Increase Request

WHEREAS, in 1995 City of Oak Harbor received the following IAC Grant funding for a breakwater dock extension project at the city's marina:

IAC	\$300,000
Oak Harbor	\$524,302
Total	\$824,302

WHEREAS, the total cost of the project increased by 27% (\$226,498) as determined through a comprehensive engineer's estimate of cost; and

WHEREAS, the City of Oak Harbor's request for a cost increase meets the criteria set forth in IAC Participation Manual #7, **Procedures for Funded Projects**, Section 7.07; and

WHEREAS, IAC policy requires the Interagency Committee to approve cost increases of more than 10%;

NOW, THEREFORE, BE IT RESOLVED, that the IAC approve the cost increase request as proposed by the City of Oak Harbor for the Breakwater/Guest Moorage project; and

BE IT FURTHER RESOLVED, that the revised project cost will be

IAC	\$ 382,400
Oak Harbor	\$ 668,400
Total	\$1,050,800

BE IT FURTHER RESOLVED, that the Director is hereby authorized to execute the necessary amendments associated with this cost increase.

Resolution moved

by: Mary Ann Huntington

Resolution seconded

by: Elyse Kane

Adopted/Defeated (circle one)

March 13, 1997

**Resolution #97-08
Title 286 WAC Adoption**

Whereas, the draft changes to Title 286 WAC, filed with the State Code Reviser on January 24, 1997, were published in the *Washington State Register* on February 19, 1997, and

Whereas, adoption is in accord with existing agency policies, state law, and the intent to provide clear communication of IAC's rules, and

Whereas, this recommendation has been considered in a public review process, including a special mailing to all known interested parties and a formal public hearing where comments were encouraged,

Now, therefore be it resolved, that IAC hereby [pick one]

[1—acknowledges that no public comments on this proposal have been received]

[or]

[2—accepts its staff's summary of, and responses to, the comments(s) received regarding the proposed rules.]

And be it further resolved, that IAC approves the changes that follow the January 24, 1997 filing of *Proposed Rule-Making*, form CR-102, and [IF APPLICABLE]

[3—the *Staff Recommended Non-Substantive Changes(s)* listed on page ____, and]

directs its staff to undertake the steps necessary for filing and implementing the adopted rules.

Resolution moved by: Mary Ann Huntington

Resolution seconded by: Christine Wakefield

Adopted – Defeated – Deferred

March 13, 1997

Resolution #97-09

Manual #11, Firearms and Archery Range Recreation (FARR) Program

Whereas, RCW 77.12.720 and WAC 286-04-060 directs IAC to adopt rules and program administrative policies to implement the Firearms and Archery Range Recreation (FARR) Program, and

Whereas, clarifications and changes have been requested by IAC staff and constituents to this program's policies in the areas of project phases, and the evaluation questions regarding noise abatement, safety, and public use, and

Whereas, these revisions have been prepared in cooperation with affected agencies, organizations, and concerned individuals, and later considered in an advertised public meeting where comments were encouraged,

Now, Therefore Be It Resolved, that IAC hereby adopts these clarifications and changes as written into the February 20, 1997 draft of Manual 11, *Firearms and Archery Range Recreation Program: Policies and Project Selection* to immediately replace the current version.

Resolution moved by:

Cleve Pinnix

Resolution seconded by:

Christine Wakefield

Adopted – Defeated – Deferred

March 13, 1997

Resolution #97-10
Manual #9, Boating Facilities Program: Policies & Project Selection

Whereas, in 1996, IAC revised its planning program based on recommendations in the report *Streamlining IAC's Planning Programs*, and

Whereas, based on these revisions, policies have been developed for inclusion in Manual 9, *Boating Facilities Program: Policies & Project Selection*, and

Whereas, additional clarifications and changes have been requested, by IAC staff and others, to this program's policies in several areas, including phased projects, commercial and other non-recreational uses, and the matching shares evaluation question, and

Whereas, revisions to these areas and other have been prepared in cooperation with affected agencies, organizations, and concerned individuals, and later considered in an advertised public meeting where comments were encouraged,

Now, Therefore Be It Resolved, that IAC hereby adopts the February 19, 1997 draft of Manual 9, *Boating Facilities Program: Policies & Project Selection* to immediately replace the current version.

Resolution moved by: Mary Ann Huntington

Resolution seconded by: Christine Wakefield

Adopted – Defeated – Deferred

March 13, 1997

RESOLUTION #97-11
City of Olympia Grass Lake Refuge, IAC #91-194AW
Conversion Request

WHEREAS, the City of Olympia with IAC funding assistance acquired 163 acres known as Grass Lake Refuge (IAC #91-194AW); and

WHEREAS, the City of Olympia has requested IAC approval to convert 8.4 acres of the 163 acre Grass Lake Refuge to non-urban wildlife habitat purposes; and

WHEREAS, the City of Olympia has identified replacement properties which meet the eligibility criteria set forth in IAC Participation Manual #7, **Procedures for Funded Projects**, and will result in replacement of urban wildlife habitat property; and

WHEREAS, the City of Olympia completed a new appraisal and review for the converted property simultaneously with appraisals and reviews for the replacement properties; and

NOW, THEREFORE, BE IT RESOLVED, by the IAC that the conversion request as proposed by the City of Olympia, as of March 1997, for Grass Lake Refuge is approved, and

BE IT FURTHER RESOLVED, that the Director is hereby authorized to execute the necessary amendments associated with this conversion.

Resolution moved by: Ralph Mackey

Resolution seconded by: Cleve Pinnix

Resolution adopted as amended with Stan Biles abstaining.

Ralph Mackey moved approval of the City of Olympia conversion request. Cleve Pinnix seconded. During Committee discussion, Chair Mason asked for a status report at the July or September IAC meeting. With the concurrence of Ralph Mackey, Cleve Pinnix amended the motion by adding the following:

*"Be it further resolved, that the City of Olympia will present a progress or completion report not later than September, 1997."
Stan Biles, as a member of the City of Olympia Planning Commission, state he would abstain from voting on the motion but supported the conversion. MOTION CARRIED AS AMENDED WITH STAN BILES ABSTAINING.*

Resolution #97 - 12
NATIONAL RECREATIONAL TRAILS FUNDING ACT

WHEREAS, funds are available under the National Recreational Trails Funding program (NRTFA) and the IAC is the Washington State agency designated to administer the funds, and

WHEREAS, for federal fiscal 1997 approximately \$273,000 is allocated to the State for trail projects, and

WHEREAS, the law's requirement for a "State Recreational Trail Advisory Board" has been accomplished by the NRTFA Task Force, an IAC-appointed advisory group of trail users, advocates and land managers. The group has met in public session several times, and has been contributing advice and comment in the implementation of the NRTFA program, and

WHEREAS, the Task Force has recommended establishment of a 1997 NRTFA competitive grant program, modified from the program undertaken in 1996, and

WHEREAS, the IAC has reviewed Task Force input and materials recommended for the 1997 program,

NOW, THEREFORE, BE IT RESOLVED THAT

1. IAC approves a schedule for the 1997 NRTFA grant competition to result in final funding actions no later than its November 1997 quarterly meeting. Anticipated distribution date for applications is mid-June 1997, with a due date not later than September 2, evaluation by the end of September 1997, and Task Force recommendations to the IAC board by October 22, 1997.
2. IAC approves the recommended program guidelines and eligibility criteria shown as Attachment A, including the Task Force's recommendation to focus 1997 NRTFA funds on maintenance-related projects and to limit grants to not less than \$ and no more than \$40,000 per request.
3. Recognizing that additional refinement of application materials is necessary but does not warrant setting an IAC Special Meeting, IAC approves the draft grant application questions presented in Attachment B in substance. The IAC Director shall convene at least one meeting of the NRTFA Task Force before final production of the application documents. The Task Force is authorized to make editorial and other changes to the application materials consistent with the Committee's action. If the Director determines that, based on comments and

suggestion from the Task Force, significant substantive changes must be made to the program guidelines, application or evaluation tool, the Director shall not proceed with program implementation for FFY 1997 until further approval is received from the IAC at its July 1997 meeting.

4. IAC appoints the Task Force as the 1997 NRTFA evaluation team, Attachment C. In consultation with interested parties, the IAC Director is authorized to make such substitutions and a total up to two team additions or reductions as may be necessary to ensure a balance of trail user perspectives, time availability, geographic distribution and program understanding within the team. The numerical scoring process shall be used to prioritize projects and a composite score shall be calculated; partial or incomplete evaluations may not be included in the final tally of evaluations presented to the IAC. In addition to its composite numerical ranking of projects, the Task Team may offer to IAC's governing board any additional observations or recommendations about projects' rank and program priorities. The Task Force shall specifically consider and recommend any exemption from the NRTFA's "Assured Access To Funds" requirements.
5. The IAC encourages widespread notice be provided to all potentially eligible parties in the distribution of materials and applications for the 1997 NRTFA competition.

Resolution moved by:

Stan Biles

Resolution seconded by:

Bob Parlette

Adopted/Defeated (circle one) *as amended*
March 13, 1997

Stan Biles moved approval of staff recommendation for the 1997 National Recreational Trails Funding process with Attachment "B" (NRTFA Draft Essay Questions and Scoring), as amended. Bob Parlette seconded. MOTION CARRIED AS AMENDED.

RESOLUTION #97-13

SERVICE RECOGNITION - NOVA COMMITTEE MEMBER BERNIE SMITH

WHEREAS, Bernie Smith served on the Interagency Committee for Outdoor Recreation's Nonhighway Road and Off-Road Vehicle Activities (NOVA) Advisory Committee for three years, and

WHEREAS, Bernie Smith retired in January, 1997, from his position with the United States Forest Service Pacific Northwest Regional Office, and

WHEREAS, Bernie Smith assisted IAC staff and Committee Members with the development of the NOVA Plan and Program Guidelines, and

WHEREAS, Bernie Smith reviewed and evaluated projects for the acquisition, development, and renovation of NOVA Projects, and,

WHEREAS, Bernie Smith contributed his expertise and interest in outdoor recreation use in the State of Washington, and

WHEREAS, Bernie Smith's participation on the NOVA Advisory Committee has been representative of true partnerships between many, otherwise diverse recreation providers and interests, and

WHEREAS, the Interagency Committee Members would like to recognize his support and services rendered to the Committee and staff during his service on the NOVA Advisory Committee,

NOW, THEREFORE BE IT RESOLVED, that in recognition of Bernie Smith's assistance to the Interagency Committee in performing his responsibilities and duties, the Committee does herewith extend its thanks, best wishes, and appreciation to him, and

BE IT FURTHER RESOLVED, that a copy of this resolution be sent with a letter of appreciation to Bernie Smith.

Moved: BOB PARLETTE

Seconded: STAN BILES

Adopted on March 13, 1997