

March 16, 2006

Item E-1: Restructuring the Lake Sammamish Advisory Committee – Requested Action

EXECUTIVE SUMMARY: This item requests the Commission amend the Lake Sammamish Advisory Committee charter to add an additional "at large" position to the committee. This complies with the Centennial 2013 Plan element, "Your Legacy- Renewed Traditions."

SIGNIFICANT BACKGROUND INFORMATION:

Park Advisory Committee

Lake Sammamish State Park has undergone an intensive public planning during the past three biennia. In late 2003, responding to local government and the public, staff stepped back from principally development and revenue-oriented planning and outlined a more deliberate process towards a publicly supported and comprehensive vision for the park. As part of a "roadmap to a shared vision," the Commission chartered a park advisory committee to assist staff with park planning. The adopted charter (Appendix 1) specified representation of particular constituencies and the number of committee positions for each:

1-Corporate/business	1-Regional Conservation Non-Profit
1-Natural resource scientist/activist	1-Local Journalist
1-Sammamish City Council	2-Youth
1-Issaquah City Council	2-At large
1-King County Council	Issaquah Planning Director (ex officio)
1-South Lake Sammamish Association	Issaquah Parks Director (ex officio)
1-Snoqualmie Tribe	State Parks and Recreation Commissioner (ex officio)

Following Commission adoption of the charter, staff solicited applications and recruited specific individuals to fill committee positions. Members were then formally selected and appointed by the Director and began meeting in May 2004. During the past 22 months, the committee and staff worked together to:

- plan and conduct an architectural design competition;
- craft a narrative vision for the park (Commission adopted, January 2005);
- evaluate and screen numerous facility proposals to thirteen appropriate for further consideration (Commission approved, January 2005);
- demonstrate that the park, as envisioned, was consistent with the agency's Centennial 2013 Vision (Commission affirmed, January 2005); and
- assist in preparation of a park-wide Wetlands, Streams, and Lakeshore Restoration Plan (Commission report, August 2005).

Current Situation

In 2004, King County residents voted to reduce the number of council districts from thirteen to nine. Redistricting was completed in 2005 and the restructured County Council began operations in January 2006. The King County Councilmember serving on the Lake Sammamish Advisory Committee elected to give up his seat on the County Council as part of the redistricting process. He has provided invaluable assistance to the advisory committee and has expressed interest in continuing in an active role. The adopted committee charter only provides one position for a current King County Councilmember, a current member of which has also expressed interest in participating on the committee. Advisory committee membership suggests both be allowed to participate.

Anticipated Committee Activity

Following Commission adoption of the Lake Sammamish State Park Vision, the Advisory Committee strongly advocated further funding towards preparation of master development plan and requisite environmental analysis and review. In December 2005, the Director allotted \$30,000 to continue this work. The Commission has also proposed capital investment of \$5 million for “major park expansion” as part of its Centennial 2013 plan.

To reflect Commission investment anticipated for Lake Sammamish, staff will work with the Advisory Committee to refine the list of Commission-approved facilities for consideration during master development planning. The committee intends to evaluate proposals in relation to the adopted vision and public service, and continue to screen out facilities that are either excessively controversial, are disproportionately costly to conduct environmental analysis, or are simply impractical. The final proposal will still need to be financially feasible and sustainable. The committee will then bring the revised list back to the Commission for approval in the next few months before embarking on master development planning. Completion of a master development plan along with requisite environmental review is anticipated towards the end of this biennium (June 2007) or the beginning of the next biennium, depending on the complexity and cost of environmental review.

STAFF RECOMMENDATION:

Staff recommends that the Commission amend the Lake Sammamish State Park Advisory Committee Charter to include a third “at large” position to be appointed by the Director. This action would allow continued participation by the former King County Councilmember.

SUPPORTING INFORMATION:

1. Appendix 1: Adopted Lake Sammamish State Park Advisory Committee Charter

REQUESTED ACTION OF COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Amend the Lake Sammamish State Park Advisory Committee Charter to include a third “at large” position for appointment by the Director.
2. Delegate to the Director authority to make minor modifications to the Lake Sammamish Advisory Committee Charter as necessary.

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Reviewer(s)

SEPA Review: Following review, staff has determined the action proposed for the Commission by staff is in compliance with the State Environmental Policy Act.

Fiscal Impact Review:

Larry Fairleigh, Assistant Director

Judy Johnson, Deputy Director _____

Approved for Transmittal to Commission

Rex Derr, Director

APPENDIX 1

Lake Sammamish State Park Advisory Committee Charter (Approved 1/22/04)

I. AUTHORITY

At its December 4, 2003 meeting, the Washington State Parks and Recreation Commission (Commission) directed staff to prepare a plan outlining the composition and charter of a citizen's advisory committee to advise the Director and Commission on future development and management of Lake Sammamish State Park. Staff seeks Commission approval of this charter and authorization to establish the Lake Sammamish State Park Advisory Committee at the Commission's scheduled January 22, 2004 meeting.

II. PURPOSE

The Lake Sammamish State Park Advisory Committee represents a broad spectrum of parks and recreation interests, works collaboratively with agency staff, and advises the Director in developing recommendations to the Commission on the Lake Sammamish Facilities Development Plan, other closely allied planning activities, and associated SEPA environmental review processes.

III. COMPOSITION AND STRUCTURE

- A. The Lake Sammamish State Park Advisory Committee shall be comprised of representatives of the interests or organizations listed below. Organizations may appoint a member or representative of their organization as they wish.

- 1-Corporate/business
- 1-Natural resource scientist/activist
- 1-Sammamish City Council
- 1-Issaquah City Council
- 1-King County Council
- 1-South Cove Neighborhood Association
- 1-Snoqualmie Tribe
- 1-Regional Conservation Non-Profit
- 1-Local journalist
- 2-Youth
- 2-At large
- Issaquah Planning Director (ex officio)
- Issaquah Parks Director (ex officio)
- State Parks and Recreation Commissioner (ex officio)

- B. The Committee shall by majority vote elect a chairperson, vice-chairperson, and secretary for the duration the Committee's charter.

- C. A quorum, which shall be a majority of the voting Committee members, is required for an official meeting of the Committee. Formulating recommendations and actions of the Committee should use a consensus-based decision-making process. The committee should only use a majority vote of members present as a last resort.
- D. The Director will designate two principal agency contacts to serve as liaisons between the Committee and the Director. The Facilities Development Plan Project Manager and Lake Sammamish Park Manager will serve as liaisons unless otherwise designated by the Director.
- E. The Committee may utilize subcommittees and ad hoc committees as needed in achieving program goals. Prior to the appointment of any subcommittee, an agency liaison is to be advised of its purpose, term and membership. Subcommittees will be composed entirely of Committee members.

IV. APPOINTMENT

- A. Committee members shall be appointed by and serve at the pleasure of the Director of the Washington State Parks and Recreation Commission.
- B. Committee member terms will begin at the date of appointment by the Director and extend to completion of SEPA environmental review and adoption of the Facilities Development Plan for the park by the Commission. This project is expected to be completed in no more than three years and include approximately ten Committee meetings.
- C. Vacancies on the Committee shall be filled by the Director.

V. DUTIES

- A. The Committee shall review and discuss planning-related issues, documents, drawings, models, etc. prepared by agency staff, consultants, or Committee members and provide consensus-based recommendations and/or comments to the Director via agency staff liaisons.
- B. Committee advisory functions should focus on park facilities development planning, other closely allied planning activities, and associated environmental review processes and not extend into day-to-day park administration and management.
- C. Other Committee duties/functions may be undertaken only as agreed to by the Committee and the Director.

VI. MEETINGS

- A. The Committee Chair schedules Committee meetings with concurrence by agency staff liaisons and with no less than fourteen days notice.
- B. Committee meeting agendas will be prepared collaboratively between agency staff liaisons and the Committee Chair.

- C. Committee meetings will be facilitated collaboratively between agency staff liaisons and the Committee Chair.
- D. Committee meetings will be open to the public and interested stakeholders will be notified no less than ten days in advance through the local newspaper and by blanket e-mail to the park's mailing list.
- E. Minutes of Committee meetings shall be maintained by the Committee Secretary and furnished to the Committee Chair and agency staff liaisons on a timely basis.

VII. TERM

The term of this Committee will extend to completion of SEPA environmental review and adoption of a Facilities Development Plan for the park by the Commission. It is anticipated that a Park Advisory Committee will continue its work in some capacity following Commission adoption of the Facilities Development Plan. However, approval of a new Committee charter by the Director will be required to extend the service of the Committee.

VII. LIMITATIONS

- A. The Committee shall not supervise, hire, fire, or discipline employees.
- B. The Committee shall not negotiate or contract with third parties or commit funds of the Washington State Parks and Recreation Commission.
- C. The Committee should maintain the confidentiality of all proprietary information of the Washington State Parks and Recreation Commission.