



**MINUTES:**

*All minutes are draft until approved at the next meeting*

**Commission Work Session Agenda**

Washington State Parks and Recreation Commission

January 26, 2022

Fort Worden State Park, 200 Battery Way, Port Townsend, WA 98368  
Commons Conference Space

**Commissioners:** Chair Michael Latimer, Vice Chair Mark O. Brown, Laurie Connelly, Sophia Danenberg, Steve Milner, and Ken Bounds.

**Director:** Don Hoch, Acting

The Washington State Parks and Recreation Commission will be holding their regularly scheduled commission work session in-person on January 26, 2022. In order to enter the building, the public must not exhibit symptoms of the COVID-19 and will be required to comply with current state law around personal protective equipment.

You may participate remotely by listening and/or watching using one of the following phone numbers or web link:

Attendee Web Link:

<https://watech.webex.com/watech/onstage/g.php?MTID=e1ad1ae6aec308be38444cee7abf8e767>

Event Password: WAP@rks2022

Watch the meeting on TVW:

<https://tvw.org/video/washington-state-parks-and-recreation-commission-2022011231/?eventID=2022011231>

Attendee Phone Call in Number:

(415) 655-0001 or (206) 207-1700

Access Code: 2462 351 0561

**Public Comment:** This is a work session between staff and the Commission. The public is invited to attend, but no public comment will be taken. No decisions will be made by the Commission at the work session.

**Time:** Opening session will begin as shown; all other times are approximate.

- 9:00 a.m. CALL TO ORDER** – Mark O. Brown, Commission Vice Chair
- Call of the Roll
    - Vice Chair Mark O. Brown, Chair Michael Latimer, and Sophia Danenberg
    - Attending virtually: Steve Milner, Ken Bounds and Laurie Connelly
  - Introduction of Executive Leadership Team
    - Director Don Hoch, Assistant Director Peter Herzog, Policy & Governmental Affairs Director Owen Rowe, and Executive Assistant Becki Ellison
    - Assistant Attorney General Andy Woo
    - Attending virtually: Assistant Director Mike Sternback, Assistant Director Kimberly Marshall, DEI Director Dr. John Scott, Interim Communications Director Amanda McCarthy, and Human Resources Director Becky Daniels.
  - Changes to agenda
    - None
  - Logistics
- 9:05 a.m. BOATING PROGRAM UPDATE** – Rob Sendak, Boating Program Manager (*attending virtually*)
- This presentation will provide the Commission with an overview of the Washington State Parks Boating Program.
    - Jim Virgin, Chair, WA State Parks Boating Programs Advisory Council (*attending virtually*)
- 9:58 a.m. BREAK**
- 10:17 a.m. DIVERSITY, EQUITY, AND INCLUSION (DEI) UPDATE** – Dr. John Scott, DEI Director (*attending virtually*)
- This presentation will provide the Commission with an overview of the Washington State Parks DEI work plan for 2022 and beyond. This presentation will also include details of both our ongoing and upcoming internal and external DEI work and capacity building utilizing a DEI lens.
- 10:56 a.m. RECREATION EXPERIENCE STUDY** – Todd Tatum, Parks Development Division Manager, and Washington State Parks Foundation members John Floberg, Lisa Bellefond, and Allison Lu. (*Todd Tatum, John Floberg, Lisa Bellefond and Allison Lu attending virtually*)
- This presentation will provide information on the Recreation Experience study that was completed by the Washington State Parks Foundation.
- 11:34 a.m. EXECUTIVE LEADERSHIP TEAM UPDATES**
- 12:12 p.m. LUNCH**

- 1:09 p.m. BLUE MOUNTAIN CAMP UPDATE**– Laura Moxham, Parks Planner and Melinda Posner, Parks Planner
- This item previews staff’s pending requested action for the Blue Mountain Classification and Management Plan project for questions and discussion by the Commission.

**2:05 p.m. BREAK**

**2:25 p.m. WESTPORT LIGHT PLANNING UPDATE** – Laura Moxham, Parks Planner and Michael Hankinson, Parks Planner

- This item updates the Commission on site analysis and planning activities underway to inform consideration and development of a Scottish-style links golf course at Westport Light State Park.
  - Ryann Day, David Dicks, and Mark Merkelbach Westport Golf Inc.
  - David McKlay Kidd, Westport Golf Inc (*attending virtually*)

**3:13 p.m. 2023-25 GRANT REQUESTS** – Laura Moxham, Parks Planner

- This item provides the Commission an overview of projects for which staff anticipates seeking grant funding from the Washington State Recreation and Conservation Office (RCO) for funding in the 2023-25 biennium.

**4:14 p.m. EXECUTIVE SESSION**

**Chair Latimer:** *The Commission will enter into executive session pursuant to RCW 42.30.110(1)(i) to discuss with the agency’s assigned legal counsel matters relating to ongoing and potential litigation. No final action will be taken in executive session. Upon the conclusion of the executive session, the Commission will return to open session. However, the Commission is not expected to take final action following the executive session and is expected to adjourn for the day.*

*In addition to the Commissioners and the agency’s assigned AAG, Andy Woo, the following Parks staff are also invited to attend: Don Hoch, Mike Sternback, Peter Herzog and Jessica Logan*

**5:00 p.m. Chair Latimer:** *Executive Session is extended to 5:30 p.m.*

**5:30 p.m. Chair Latimer:** *Executive Session is extended to 5:45 p.m.*

**5:45 p.m. Chair Latimer:** *The Commission concluded the Executive Session at 5:45 p.m. No final action was taken.*

**5:45 p.m. ADJOURN**

## **Commission Meeting Agenda**

Washington State Parks and Recreation Commission

January 27, 2022

Fort Worden State Park, 200 Battery Way, Port Townsend, WA 98368  
Commons Conference Space

**Commissioners:** Chair Michael Latimer, Vice Chair Mark O. Brown, Laurie Connelly, Sophia Danenberg, Steve Milner, and Ken Bounds.

**Director:** Don Hoch, Acting

The Washington State Parks and Recreation Commission will be holding their regularly scheduled commission meeting in-person on January 27, 2022

You may participate remotely by listening and/or watching using one of the following phone numbers or web link:

Attendee Link:

<https://watech.webex.com/watech/onstage/g.php?MTID=e1ee4c5d8c26739696049f7fabcc01905>

Event Password: WAP@rks2022

TVW: <https://tvw.org/video/washington-state-parks-and-recreation-commission-2022011232/?eventID=2022011232>

Call in Number: (415) 655-0001 or (206) 207-1700

Access Code: 2466 589 4530

**Time:** Opening session will begin as shown; all other times are approximate.

**Order of Presentation:** In general, each agenda item will include a presentation followed by Commission discussion and then public comment. The Commission makes decisions following the public comment portion of the agenda.

**In-Person Public Comment:**

We will be accepting in-person oral public comment at the meeting. If you wish to comment at a meeting, please fill out a comment card and provide it to staff at the sign in table. The Chair will call you up to the front at the appropriate time.

**Written Public Comment:**

Written public comment will be accepted for all agenda items until 5 p.m. on January 21 by email or mail. Any comments received after the cutoff will be given to the commission before its next meeting.

Email: [Commission@parks.wa.gov](mailto:Commission@parks.wa.gov)

Mail: WSPRC, Attn: Becki Ellison, PO Box 42650, Olympia, WA 98504.

You can find the agenda, agenda items and presentations on our website.

<https://parks.state.wa.us/154/Commission-meetings-agendas>. Presentations and minutes will be loaded within one week after the meeting.

**8:30 a.m. CALL TO ORDER – Michael Latimer, Commission Chair**

- Flag Salute
- Call of the Roll
  - Chair Michael Latimer, Vice Chair Mark O. Brown, and Sophia Danenberg
  - Attending virtually: Steve Milner, Ken Bounds and Laurie Connelly
- Introduction of Executive Leadership Team
  - Director Don Hoch, Assistant Director Peter Herzog, Policy & Governmental Affairs Director Owen Rowe, and Executive Assistant Becki Ellison
  - Assistant Attorney General Andy Woo
  - Attending virtually: Assistant Director Mike Sternback, Assistant Director Kimberly Marshall, DEI Director Dr. John Scott, Interim Communications Director Amanda McCarthy, and Human Resources Director Becky Daniels.
- Indigenous Land Acknowledgement Statement
  - We respect and affirm tribal sovereignty and honor indigenous peoples whose traditional lands we occupy. The State Parks and Recreation Commission is committed to working with all Tribes to help preserve and restore a healthy natural environment for future generations.
- Recognition of State, Tribal and Local Officials
  - Daniel Faber, Mayor, Port Townsend
  - David King, Fort Worden PDA
  - Rodger Schmitt, Fort Worden PDA and Former WSPRC Commissioner
  - John Moore, City Manager, Port Townsend
- Changes to the Agenda
  - Approval of the Agenda
    - Addition of Hiring Committee during commission committee reports
      - **Motion by** Mark O. Brown approve the revised agenda as presented with changes. Second by Sophia Danenberg. **Approved unanimously as revised.**
- Logistics – CDC/Covid protocols overview of meeting space
- Approval of minutes of previous meetings
  - November 17, 18, 2021 - Vancouver
  - December 7,8, 2021 – Planning Meeting - Kalama
  - December 14 – Special Meeting- Virtual
    - **Motion by** Mark O. Brown to approve the minutes as presented for November 17/18, December 7/8, and December 14, 2022. Second by Ken Bounds. **Approved unanimously as presented.**

**8:47 a.m. COMMISSIONER REPORTS**

**9:06 a.m. DIRECTOR REPORT**

**9:10 a.m. COMMISSION COMMITTEE REPORTS**

- Real Estate – Commissioner Steve Milner
- Legislative – Commissioner Laurie Connelly
- Budget – Commissioner Ken Bounds
- Executive – Chair Michael Latimer
- Director Hiring Committee – Vice Chair Mark Brown

Vice Chair Mark O. Brown:

“Mr. Chair. During our executive committee meeting staff discussed a scheduling conflict with our March virtual work session which is scheduled for Wednesday March 9, 2022. Staff has requested that the date be moved up by one day. I make a **motion** to move our virtual work session to Tuesday March 8, 2022”.

Second by Steve Milner. **Approved unanimously as requested.**

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**9:25 a.m. BREAK**

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**9:36 a.m. RECOGNITION**

- Service Pin:
  - Todd Jensen, 40 years parks/state service
- Gold Stars
  - Ken Pike, Gregory Stephenson, and Alex Smith

**9:44 a.m. REQUESTED ACTION**

Item E-1: Fort Worden PDA - Lease Amendment

This item asks the Washington State Parks and Recreation Commission to make a final decision regarding obligations of the Fort Worden Public Development Authority (PDA) under their Master Lease that were temporarily waived due to the COVID-19 pandemic.

**REQUESTED ACTION FROM COMMISSION:**

*That the Washington State Parks and Recreation Commission:*

- 1) Affirm the Commission’s prior decision to postpone the commencement of revenue sharing, as stipulated in Section 7.9 of the PDA’s master lease, until May 1, 2023.
- 2) Affirm the Commission’s direction for the PDA to develop an updated business plan and propose any changes to the lease necessary to implement the plan prior to May 1, 2023 for consideration by the Director and Commission.
- 3) Authorize the Director to execute temporary amendments to the PDA’s master lease pending Commission approval of the PDA’s updated business plan and execution of any authorized amendments to the PDA’s master lease. Temporary amendments shall include:
  - a. One-time wavier of the requirement for the PDA to provide camping reservation services, camping front desk and check-in services, and park pass sales.
  - b. One-time financial support to offset cost to maintain campus grounds not to exceed \$150,000.
  - c. Requirement that the PDA seek approval by the Director for any sublease of structures within the PDA lease area with a term extending past May 1, 2023.
- 4) Direct staff to review the financial condition of the Fort Worden PDA periodically and in any event no less frequently than on an annual basis and recommend adjustment to the postponement of revenue sharing and temporary lease amendments for Commission consideration if warranted.

**PUBLIC COMENT:**

None

**ACTION:**

**Motion** by Mark O. Brown to approve the staff recommendation as proposed in the Requested Action above. Second by Ken Bounds. **Motion passes unanimously as presented.**

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**10:32 a.m. REQUESTED ACTION**

Item E-2: Parkland Acquisition Account – Spending Authorization

This item asks the Washington State Parks and Recreation Commission to delegate one-time authority to the Director to use Parkland Acquisition Account (PAA) funds for the acquisition of the Bear Creek Lodge at Mt. Spokane State Park.

**REQUESTED ACTION OF COMMISSION:**

*That the Washington State Parks and Recreation Commission:*

1. Delegate authority to the Director to use Parkland Acquisition Account (PAA) funds, in conjunction with RCO grant funds, for the purchase of the Bear Creek Lodge property at Mount Spokane State Park.

**PUBLIC COMMENT:**

None

**ACTION:**

**Motion** by Steve Milner to approve the staff recommendation as proposed in the Requested Action above. Second by Laurie Connelly. **Motion passes unanimously as presented.**

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**10:48 a.m. GENERAL PUBLIC COMMENTS – *Items not on the agenda***

In-person public comments only

- Steve Erickson
- Linda Henriksen
- Thomas Zwolfer
- Alan Bean
- Robert Battin
- Craig Cyr
- Angie Homola
- Alex Rossoff
- Laurie Riley
- Larry Morrell
- Jackie Canterbury
- Mark Secord
- Sue Ellen White
- Wendy Felthan
- Seth Rolland
- Lori McKale
- Laurie Sherman
- Marlene Finley
- Darlene Schanfield
- Alea Waters
- Lionel Pine
- Brooke Thompson
- Michael Pilarski



- Helen Lauritzen
- Kate Ingram
- Michael Pruitt
- Cornelius Case Kolff
- Charlotte Wells
- Jatta Schneider
- Julie Jaman
- Molly Erickson
- Monte McKeehen
- Rick Ottman
- Pamela Petranek
- Laura Lewis Thayer
- William Taylor
- Walker Norlin

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**12:09 p.m. LUNCH**

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**1:01 p.m. OTHER BUSINESS**

- Election of Officers for 2022
  - **Motion** by Laurie Connelly to approve the election of the 2022 officers. Second by Ken Bounds. **Approved unanimously as requested.**
    - Mark O. Brown, Chair
    - Ken Bounds, Vice Chair
    - Sophia Danenberg, Secretary
  - Transfer of the gavel to the 2022 Commission Chair
  - Recognition of 2021 Commission Chair Michael Latimer
    - Outgoing Chair Michael Latimer received a token of appreciation and recognition as the 2021 Chair from Immediate Past Chair Steve Milner on behalf of the commission.
  - Commission Committee Assignments
    - Budget Committee
      - Sophia Danenberg
      - Ken Bounds
      - Mark O. Brown
    - Real Estate
      - Michael Latimer
      - Steve Milner
      - Laurie Connelly
    - Legislation
      - Steve Milner
      - Laurie Connelly
      - New commissioner
  - Other Assignments

- Liaison to the Washington Parks Foundation
  - Laurie Connelly
- Liaison Fort Worden Public Development Authority
  - Ken Bounds
- **Motion** by Michael Latimer to approve the committees as proposed. Second by Sophia Danenberg. **Approved unanimously as presented**

**1:10 p.m. REQUESTED ACTION**

Item E-3: 2022 Commission Priorities

This item asks the Washington State Parks and Recreation Commission to approve the agency priorities for 2022.

**REQUESTED ACTION FROM COMMISSION:**

That the Washington State Parks and Recreation Commission:

1. Adopt the 2022 Commission identified priorities identified in Appendix 1.

**PUBLIC COMMENT:**

**ACTION:**

Motion by Sophia Danenberg to approve the staff recommendation as proposed in the Requested Action above. Second by Michael Latimer. **Motion passes unanimously as presented.**

**1:17 p.m. REQUESTED ACTION**

Item E-4: Blue Mountain Area Classification and Management Planning (CAMP) Project

This item asks the Washington State Parks and Recreation Commission (Commission) to adopt land classifications and long-term park boundaries for Palouse Falls, Lyons Ferry and Lewis and Clark Trail State Parks.

**REQUESTED ACTION OF THE COMMISSION:**

*That the Washington State Parks and Recreation Commission:*

1. Adopt land classifications and long-term park boundaries as recommended by staff in Appendix 4, 7 and 8.
2. Affirm the land classification and long-term boundary decisions are for Commission policy direction only and should not 1) affect private property values; 2) be used as an indication of a property owner's willingness to sell; or 3) be used as a basis for making state or local government regulatory, permitting or zoning decisions on private land holdings.
3. Affirm that any land acquisition or development of land management agreements within the adopted long-term park boundary are subject to staff capacity and agency priority.
4. Permanently close the area at Palouse Falls State Park known locally known as Castle Rock as well as the access to the cliffs and plunge pool of the falls, as shown in Appendix 5.

5. Approve park name change from Palouse Falls State Park to Palouse Falls State Park Heritage Site.

**PUBLIC COMMENT:**

None

**ACTION:**

Motion by Ken Bounds to approve the staff recommendation as proposed in the Requested Action above. Second by Michael Latimer. **Motion passes unanimously as presented.**

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**2:11 p.m. BREAK**

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**2:30 p.m. REQUESTED ACTION**

Item E-5: 2023-2025 Grant Requests

This item asks the Washington State Parks and Recreation Commission to approve a list of projects for which staff will seek grant funding from the Washington State Recreation and Conservation Office (RCO).

**REQUESTED ACTION OF COMMISSION:** That the Washington State Parks and Recreation Commission:

1. Authorize the Director or designee to seek funding from the Recreation and Conservation Office in the 2023-2025 biennium for the projects listed in Appendix 5.
2. Authorize the Director or designee to defer applications for specific projects or pursue funding for projects through other grant categories if needed.
3. Authorize the Director or designee to make necessary project scope and cost changes as project applications are prepared.
4. Authorize the Director or designee to substitute projects in the alternates list in Appendix 5 for projects that are found to be infeasible through the detailed scoping process.
5. Authorize the Director or designee to pursue small foundation grants, federal grants, and other time-sensitive opportunities that may arise through the 2023-2025 biennium.

**PUBLIC COMMENT:**

Jeff Selby  
Molly Erickson  
John Fleming  
James Mantell

**ACTION:**

Motion by Steve Milner to approve the staff recommendation as proposed in the Requested Action above. Second by Ken Bounds. **Motion passes unanimously as presented.**

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**3:06 p.m. REPORT**

Item E-6: Financial Update

This item reports to the Washington State Parks and Recreation Commission on the status of: 1) State Parks' 2021-23 biennium operating and capital budget expenditures, 2) Parks Renewal and Stewardship Account (PRSA) revenue, and 3) State Parks' 2022 supplemental budget requests. A timeline for 2023-25 budget development is also included.

**PUBLIC COMMENT:**

None

**ACTION:**

Report only, no action taken

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**3:48 p.m. REPORT**

Item E-7: Legislative Update

This item provides an update on the status of the 2022 session of the Washington State Legislature.

**PUBLIC COMMENT:**

None

**ACTION:**

Report only, no action taken

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**4:25 p.m. BREAK**

**4:28 p.m. REPORT**

Item E-8: Miller Peninsula Planning Update

This item reports to the Washington State Parks and Recreation Commission the progress on the long-range planning effort at Miller Peninsula State Park Property.

**PUBLIC COMMENT:**

Carrie Sunstrom  
David Garlington  
Darlene Schanfald  
David LeRoux  
Sue Gilman  
Liam Antrim  
Dudley Ross  
Blair Holbrook  
Linda Fitzgerald  
Debbie Quinnell  
Joanne LaBaw  
Nick Hoffman

**ACTION:**

Report only, no action taken

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**5:42 p.m. REVIEW FOLLOW-UP ITEMS**

**5:45 p.m. ADJOURN**

BE 1/27/2022

A recording is retained by WSPRC as the formal record of meeting. The recording is accessible on the park's website approximately one week after the meeting - [Commission meetings & agendas | Washington State Parks and Recreation Commission](#)

The services, programs, and activities of the Washington State Parks and Recreation Commission are covered by the Americans with Disabilities Act (ADA). If you need special accommodations to participate in this meeting, please contact the commission assistant Becki Ellison at (360) 902-8502 or [becki.ellison@parks.wa.gov](mailto:becki.ellison@parks.wa.gov). Accommodation requests should be received at least five business days prior to the meeting to ensure availability. Please provide 7-day notice for requests to receive information in an alternative format and for ASL/ESL interpretation requests.