



MINUTES:

All minutes are draft until approved at the next meeting

Commission Work Session Agenda

Washington State Parks and Recreation Commission

July 17, 2024

Four Points by Sheraton Conference Center, 714 Lakeway Dr., Bellingham, WA 98229

Commissioners: Chair Sophia Danenberg, Vice Chair Laurie Connelly, Secretary Holly Williams, Scott Merriman, Michael Latimer, Ken Bounds and Ali Raad

Director: Diana Dupuis

The Washington State Parks and Recreation Commission will be holding their regularly scheduled commission work session on July 17, 2024. Please note that this is a hybrid meeting, you are welcome to attend in-person or online. We ask for patience as we navigate these hybrid meetings and want to remind you that attending in-person will be the most reliable option at this time.

You may participate remotely by listening and/or watching using the following link:

Watch the meeting on TVW: <https://www.tvw.org/watch/?eventID=2024071000>

You can find the agenda and presentations on our website:

<https://parks.wa.gov/about/strategic-planning-projects-public-input/parks-commission/commission-meetings-agendas>

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.

9:02 a.m. CALL TO ORDER – Laurie Connelly, Commission Vice Chair

- Call of the Roll
 - Chair Sophia Danenberg, Vice Chair Laurie Connelly, Secretary Holly Williams, Michael Latimer, Ali Raad, Ken Bounds and Scott Merriman
- Introduction of Executive Leadership
 - Director Diana Dupuis, Deputy Director Mike Sternback, Operations Director Jon Crimmins, Parks Development Director Heather Saunders, Stewardship Director Lisa Lantz, Administrative Services Director Laura Holmes, Policy & Governmental Affairs Director Owen Rowe, Tribal Relations Director Jenna Bowman, and Executive Assistant Becki Ellison
 - Attending Virtually: Human Resources Director Amber Erdahl, Communications Director Clare DeLong, and Diversity, Equity & Inclusion Director Janette Chien
 - Assistant Attorney General Andy Woo

- Changes to agenda
- Logistics

9:05 a.m. Recognize Freddrick Lane – Lummi Nation

9:14 a.m. COMMISSION POLICY TRAINING – Amber Erdahl, Human Resources Director

- This presentation will provide the Commission with information related to policies and training required for all WA State employees for the Commissioners to consider adding to their recommended onboarding and training plans.

9:451a.m. YOUTH LEADERSHIP PROGRAM UPDATE – Jon Crimmins, Operations Director

- The presentation will provide the Commission with an opportunity to hear from high school students from across Washington State to encourage youth access and participation in recreational pursuits at Washington State Parks. The high school students presenting are volunteers who have been a part of a youth leadership committee for the last 10 months. The committee allows students to learn about park development and planning.
 - Invited Guests: John Keates, Sam Lindell, and Justin Fisher

10:08 a.m. TIMBER SALE/ARBORICULTURE UDPATE – David Cass, Forester

- This presentation will give the Commission an annual update on timber sales and share recent advances in the arboriculture program.

11:02 a.m. BREAK

11:15 a.m. CAPITAL BUDGET UPDATE – Andrew Rose, Parks Development Deputy Director, Kyle Murphy, Capital Program Manager

- This presentation will provide the Commission with an update on the '25-'27 Capital Budget development and will preview the proposed '25-'27 Capital Budget submittal prior to a requested action on July 18th.

12:07 p.m. LUNCH

1:01 p.m. FINANCIAL UPDATE – Laura Holmes, Administrative Services Director

- This item reports to the Washington State Parks and Recreation Commission on 1) 2023-25 biennium operating and capital budget expenditures and 2) Parks Renewal and Stewardship Account (PRSA) revenue.

1:15 p.m. EXECUTIVE SESSION

Vice Chair Connelly: *The Commission will enter executive session at 1:15 p.m. to discuss potential litigation with the Commission's assigned legal counsel pursuant to RCW 42.30.110(1)(i). The Commission will be in executive session until 3:00 pm. No action will be taken during the executive session. The Commission will adjourn after the conclusion of the executive session.*

3:00 p.m. - Vice Chair Connelly: *The Commission will be in executive session until 4:00 pm.*

4:00 p.m. - Vice Chair Connelly: *The Commission will be in executive session until 4:30 pm.*

4:30 p.m. - Vice Chair Connelly: *The Commission will be in executive session until 4:45 pm.*

4:45 p.m. - Vice Chair Connelly: *The Commission will be in executive session until 5:00 pm.*

4:57 p.m. ADJOURN

Commission Meeting Agenda

Washington State Parks and Recreation Commission

July 18, 2024

Four Points by Sheraton Conference Center, 714 Lakeway Dr., Bellingham, WA 98229

Commissioners: Chair Sophia Danenberg, Vice Chair Laurie Connelly, Secretary Holly Williams, Scott Merriman, Michael Latimer, Ken Bounds and Ali Raad

Director: Diana Dupuis

The Washington State Parks and Recreation Commission will be holding their regularly scheduled commission meeting in-person on July 18, 2024. Please note that this is a hybrid meeting, you are welcome to attend in-person or online. We ask for patience as we navigate these hybrid meetings and want to remind you that attending in-person will be the most reliable option at this time.

You may participate remotely by listening and/or watching using the following link:

Watch the meeting on TVW: <https://www.tvw.org/watch/?eventID=2024071001>

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. *Please note we will not be accepting any comments on Cama Beach State Park except at the July 15 Special Commission meeting.

Virtual Public Comment:

Virtual public comment will be accepted for our public meeting. To provide virtual comment you will need to be able to join the Attendee Web link from your computer (no phone option available). **Pre-registration is required.** To register email commission@parks.wa.gov by 5 p.m. on July 12th. Please provide the name you will be logging in under, contact phone number as well as the agenda item or general topic you will be speaking on. You will receive an email by noon on July 15th with specific instructions around virtual testimony. *Please note we will not be accepting any comments on Cama Beach State Park except at the July 15 Special Commission meeting.

Written Public Comment:

Written public comment will be accepted for all agenda items until 5 p.m. on July 12th 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

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.wa.gov/about/strategic-planning-projects-public-input/parks-commission/commission-meetings-agendas>

The meeting minutes and recording will be loaded within one week after the meeting.

9:00 a.m. CALL TO ORDER – Sophia Danenberg, Commission Chair

- Flag Salute - Brett Gladson – Park Ranger 2
- Call of the Roll
 - Chair Sophia Danenberg, Vice Chair Laurie Connelly, Secretary Holly Williams, Michael Latimer, Ali Raad, Ken Bounds and Scott Merriman
- Introduction of Executive Leadership
 - Director Diana Dupuis, Deputy Director Mike Sternback, Operations Director Jon Crimmins, Parks Development Director Heather Saunders, Stewardship Director Lisa Lantz, Administrative Services Director Laura Holmes, Policy & Governmental Affairs Director Owen Rowe, Tribal Relations Director Jenna Bowman, and Executive Assistant Becki Ellison
 - Attending Virtually: Human Resources Director Amber Erdahl, Communications Director Clare DeLong, and Diversity, Equity & Inclusion Director Janette Chien
 - Assistant Attorney General Andy Woo
- Indigenous Land Acknowledgement Statement
 - We humbly acknowledge the Lummi Nation, the Nooksack Nation and all Coast Salish people as we gather on their ancestral lands. We would like to take a moment to acknowledge and raise our hands in thanks to the Lummi Nation for the tour and welcome to their ancestral land. We are thankful for the opportunity to learn firsthand from the original stewards the importance of these lands. In building Tribal Relations, we work to reaffirm our commitment and responsibility in improving relationships between nations and to improving our own understanding of local Indigenous people and the culture.
- Recognition of State, Tribal and Local Officials
- Changes to the Agenda
 - Approval of the Agenda
 - Remove Commissioner, Committee and Director Reports from the agenda. Add an Executive Session in place of these items.
 - Expedite Item E-1 Proposed 2025 Regular Meeting Schedule for the Washington State Parks and Recreation Commission and move to 10:00 am after General Public Comments.

- Move Recognition to 11:45 am.
 - **Motion** by Laurie Connelly to approve the agenda as amended. Second by Scott Merriman. Approved unanimously as amended.
- Logistics
- Approval of minutes of previous meetings
 - April 10, 11, 2024 – Yakima
 - May 29, 2024 – Commission Meeting – Virtual
 - **Motion** by Holly Williams to approve the minutes as presented. Second by Ken Bounds. Approved unanimously as presented.

9:06 a.m. VIRTUAL PUBLIC COMMENT – *General public comment and items on the agenda*

- Shelby Mooney – Better Beaches and Byways
- Kathleen Davies – Better Beaches and Byways

PRE-ARRANGED SPEAKER

- John Floberg, Executive Director, Washington State Parks Foundation
- Yvonne Kraus, Executive Director, Evergreen Bike Alliance
- Jim van Loben Sels, Executive Director, MS2000

GENERAL PUBLIC COMMENTS – *Items not on the agenda*
In-person public comments only

- John Shaw – GHMRC
- Alicia Burki - WFSE

10:00 am REQUESTED ACTION - Expedited

Item E-1: Proposed 2025 Regular Meeting Schedule for the Washington State Parks and Recreation Commission

This item asks the Washington State Parks and Recreation Commission to approve the dates and locations for the 2025 year and delegate to the Director and/or their designee, the authority to adjust the meeting locations in consultation with the Commission Executive Committee.

REQUESTED ACTION OF COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Adopt the 2025 meeting schedule as presented in Appendix 1
2. Delegate to the Director and/or their designee, the authority to adjust the meeting locations in consultation with the Commission Executive Committee.

ACTION:

Motion by Scott Merriman to approve the staff recommendation as proposed in the Requested Action above. Second by Laurie Connelly. **Approved unanimously as presented.**

10:05 a.m. EXECUTIVE SESSION

Chair Danenberg: *The Commission will enter executive session at 10:05 a.m. to discuss potential litigation with the Commission's assigned legal counsel pursuant to RCW 42.30.110(1)(i). The Commission will be in executive session until 11:36 am. No action will be taken during the executive session. The Commission will reconvene in open public meeting.*

10:15 a.m. COMMISSIONER REPORTS**10:50 a.m. COMMISSION COMMITTEE REPORTS****11:10 a.m. BREAK****11:20 a.m. DIRECTOR REPORT**

11:36 a.m. BREAK

11:45 a.m. RECOGNITION

- Service Pins
 - Kyle Murphy – 25 years state service
 - Patricia Anderson – 40 years state and parks service
- 2023 Stewardship Award recipients- Wild Sky Community Trail Association

12:02 p.m. LUNCH

12:34 p.m. REQUESTED ACTION

Item E-2: Washington Administrative Code (WAC) 352-32-030 Camping Stay Limits and (WAC) 352-32-010 Definitions

This item asks the Washington State Parks and Recreation Commission to adopt revisions of the Washington Administrative Code (WAC) 352-32-030 Camping stay limits, (WAC) 352-32-010 Definitions.

REQUESTED ACTION FROM COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Declare this meeting to be a public hearing for amending WAC 352-32-030 and WAC 352-32-10.
2. Consider the data, views, and arguments submitted by any person on the proposed rules as published in the Washington State Register and as further modified herein.
3. Formally amend WAC 352-32-030 and WAC 352-32-010 with **AAG post-filing edits**.

Authorize the Director to file the regulations and to comply with all necessary procedural requirements.

Chair Danenberg: *I declare this hearing on Washington Administrative Code (WAC) 352-32-030 Camping Stay Limits and (WAC) 352-32-010 Definitions open to the public. Do we have any public comment? None*
I declare this hearing on Washington Administrative Code (WAC) 352-32-030 Camping Stay Limits and (WAC) 352-32-010 Definitions closed.

PUBLIC COMMENT: None

ACTION:

Motion by Scott Merriman to approve the staff recommendation as proposed in the Requested Action above. Second by Ken Bounds. **Approved unanimously as presented.**

12:49 p.m. REQUESTED ACTION

Item E-3: Sale of Excess Timber from Forest Health Treatments

This item asks the Washington State Parks and Recreation Commission to approve the sale of excess timber resulting from forest health projects at Nisqually and Riverside state parks.

REQUESTED ACTION FROM COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Delegate to the Director authority to approve the sale of timber at Nisqually and Riverside state parks, as recommended by staff.
2. Affirm that cash proceeds from the sale of timber will be reinvested into natural resource stewardship and related interpretive activities as recommended by staff.

PUBLIC COMMENT: None

ACTION:

Motion by Laurie Connelly to approve the staff recommendation as proposed in the Requested Action above. Second by Michael Latimer. **Approved unanimously as presented.**

1:20 p.m. REQUESTED ACTION

Item E-4: Washington Wildlife and Recreation Grants Program – State Parks Category – Project Evaluation

This item asks the Washington State Parks and Recreation Commission to evaluate mission alignment and rank grant projects proposed for funding in the State Parks category of the Washington Wildlife and Recreation Program.

REQUESTED ACTION OF COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Approve the ranked project list for the WWRP - State Parks category projects as recommended by staff.

2. Authorize staff to submit the approved ranked project list to the Recreation and Conservation Office for inclusion in the WWRP State Parks project evaluation process.

PUBLIC COMMENT: None

ACTION:

Motion by Ken Bounds to approve the staff recommendation as proposed in the Requested Action above. Second by Holly Williams. **Approved unanimously as presented.**

Staff Recommended Ranking

1. Riverside Glen Tana
2. Pearrygin Lake – Yockey
3. Inholdings
4. Green River Gorge
4. Beacon Rock
5. Lake Sylvia
6. Millersylvania
8. Willapa Hills Trail
9. Riverside Bowl & Pitcher Cabins
10. Mt. Spokane – Riley Creek
11. Palouse to Cascades Trail
12. Battle Ground
13. Klickitat Trail State Park

1:34 p.m. REQUESTED ACTION

Item E-5: Agency Request Legislation for the 2025 Session

This item requests the Washington State Parks and Recreation Commission approval of policy options and delegation of authority to the Director's Office and the Legislative Committee to finalize agency request legislation and to submit the proposals to the Governor's Office in September.

REQUESTED ACTION OF COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Delegate to the Director the authority to pursue the development of 2025 agency to reintroduce request legislation that did not pass during the 2024 short legislative session.
2. Authorize the Director and designees to work with the Legislative Committee, the Governor's policy and fiscal staff, and relevant stakeholders, to develop legislative requests and submit them to the Governor's Office for formal review.

PUBLIC COMMENT: None

ACTION:

Motion by Holly Williams to approve the staff recommendation as proposed in the Requested Action above. Second by Scott Merriman. **Approved unanimously as presented.**

2:11 p.m. BREAK

2:30 p.m. REQUESTED ACTION

Item E-6: Capital Budget

This item asks the Washington State Parks and Recreation Commission to approve the final two-year project list for the 2025-27 State Parks Capital Budget Request.

REQUESTED ACTION OF COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Approve the staff recommended 2025-27 capital projects, priority order, and funding level as listed in Appendix 1.
2. Authorize the Director to submit a capital budget proposal to the Office of Financial Management per the 2025-27 Capital Budget instructions generally consistent with Appendix 1; allowing the Director to make minor modifications due to refinements in project scopes and cost estimates.

PUBLIC COMMENT: None

ACTION:

Motion by Laurie Connelly to approve the staff recommendation as proposed in the Requested Action above. Second by Ali Raad. Approved unanimously as presented.

Amendment to the motion by Commissioner Merriman to give the Director the authority to increase agency priority line 2 to increase the amount to deal with emerging deferred maintenance issues. Second by Michael Latimer. Approved unanimously as amended.

2:45 p.m. REQUESTED ACTION

Item E-7: 2025 Operating Supplemental

This item asks the Washington State Parks and Recreation Commission to: 1) approve the submittal of a 2025 Supplemental Operating Budget request to the Office of Financial Management (OFM), 2) and authorize the Director to make changes to the dollars and items requested as needed to finalize the operating request for submittal.

REQUESTED ACTION OF COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Authorize the Director to submit a \$2,800,000 2025 supplemental operating budget request to the Office of Financial Management.
2. Authorize the Director to make changes in dollar amounts and/or items in the 2025 supplemental operating and capital budget proposal requests as needed for submittal to OFM.

PUBLIC COMMENT: None

ACTION:

Motion by Ken Bounds to approve the staff recommendation as proposed in the Requested Action above. Second by Laurie Connelly. **Approved unanimously as presented.**

2:56 p.m. REQUESTED ACTION

Item E-8: 2025-27 Operating Budget

This item asks the Washington State Parks and Recreation Commission to 1) approve the 2025-27 operating budget request to submit to the Office of Financial Management (OFM).

REQUESTED ACTION FROM COMMISSION:

That the Washington State Parks and Recreation Commission:

- 1) Authorize the Director to submit a 2025-27 operating budget request to the Office of Financial Management (OFM) for approximately \$258.5 million (Appendix 2).
- 2) Authorize the Director to make wording changes, technical corrections, and changes to dollar amounts in the operating budget submittal as needed to finalize the submittal.

PUBLIC COMMENT: None

ACTION:

Motion by Holly Williams to approve the staff recommendation as proposed in the Requested Action above. Second by Scott Merriman. **Approved unanimously as presented.**

3:24 p.m. REQUESTED ACTION

Item E-9: Commission Policies

This item asks the Washington State Parks and Recreation Commission to make changes to four Commission policies based on recommendations from staff.

REQUESTED ACTION OF COMMISSION:

That the Washington State Parks and Recreation Commission:

- 1) Repeal Commission policy 45-14-1 and incorporate Commission direction from that policy into Commission policy 45-16-1.
- 2) Repeal Commission Policy 10-07-1 "Working Capital Reserve Fund".
- 3) Amend Commission Policy 25-12-09: "Commission Travel" to incorporate updates related to current agency practice and Commission structure.

PUBLIC COMMENT: None

ACTION:

Motion by Laurie Connelly to approve the staff recommendation as proposed in the Requested Action above. Second by Scott Merriman. **Approved unanimously as presented.**

3:30 p.m. REPORT

Item E-10: Palouse to Cascades State Park Trail – Ellensburg – Easement for Public Road and Utility Crossings

This item reports to the Washington State Parks and Recreation Commission about the progress made with MLC Laird Holdings II LLC for a public road crossing and utility crossing on the Palouse to Cascades State Park Trail for the Foster Development, located in Kittitas County (Appendix 1: Palouse to Cascades State Park Trail Vicinity Map, Appendix 2: Palouse to Cascades State Park Trail Project Area).

PUBLIC COMMENT:

ACTION:

Report only, no action taken.

4:00 p.m. ADJOURN

BE 7/18/24

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 - <https://parks.wa.gov/about/strategic-planning-projects-public-input/parks-commission/commission-meetings-agendas>

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. 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.