IDAHO DEPARTMENT OF PARKS AND RECREATION
"To improve the quality of life in Idaho through outdoor recreation and resource stewardship"
Board Meeting
May 9-10th, 2012
Idaho Dept. Parks and Recreation North Region Office
2885 W. Kathleen Avenue Suite 1
Coeur d'Alene, ID 83815

Tuesday May 8th

5:30 p.m. – 8:00 p.m. — ICORT Evening Reception- Coeur d'Alene Resort Conference Center

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Wednesday May 9th

8:00 a.m. Call to Order

- Introduction of Guests
- Additions or Deletions to the Printed Agenda
- Idaho Employees Association Award

8:05 a.m. Public Forum: Three (3) minute limit per person

8:20 a.m. Public Forum on Hidden Bay Float Homes

8:25 a.m. History and Status of Heyburn Float Homes

9:30 a.m. Break

9:45 a.m. FY 2012 3rd Quarter Financial Review

10:12 a.m. FY 2013 Budget Review

10:39 a.m. Approval of the Board Meeting Minutes

- January 30-31, 2012
- March 5, 2012 (Teleconference)

10:30 a.m. FY 2014 Budget Proposal

11:50 a.m. FY2014 Zero-based Budgeting

12:08 p.m. RV Funding Discussion & Approval

12:30 p.m. Working Lunch

12:35 p.m. Billingsley Creek/Aqua Life Exchange

1:10 p.m. FY 2013 Grant Awards

2:00 p.m. Break

2:30 p.m. Tour Old Mission Sacred Encounters Exhibition

5:30 p.m. Recess

6:30 p.m. No host reception and dinner at Bardenay Restaurant

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Additionally, the Bunkhouse will also be offered as a standalone (and exclusive) group rental facility or as a hostel, capable of being rented to individuals on a first-come first serve basis.

10:30 a.m. Mr. Crimmins moved to accept staff's recommendation that the Park Board set fees for the new Bunkhouse facility at Castle Rocks State Park at the following rates:

- **"Lodge" reservation upgrade at the rate of- $75/per night**
- **Stand alone group facility at the rate of - $100/per night**
- **As a Hostel at the rate of- $12/ per person per night**

Mr. Correll seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

10:35 a.m. Website Demonstration
Ms. Okerlund previewed the new IDPR website.

11:20 a.m. Reservation Report
Ms. Kolsky updated the Board members on the current occupancy and activities of the reservation system.

11:25 a.m. Reports
The following reports were presented:

- Director
- Attorney General
- Deputy Director
- Fiscal
- Natural Resource
- Development
- North & South Regions
- Recreation Bureau
- Human Resource
- Communication/Marketing
- Comprehensive Planning
- Board Members

12:16 p.m. Mr. Hansen moved to go into Executive Session under authority of Idaho Code § 67-2345(b) to consider the evaluation of public employee, (b) to consider to acquire an interest in real property which is not owned by public agency, and (f) legal options for pending litigation or controversies imminently likely to be litigated. Ms. McDevitt seconded the motion. The Chair asked for roll call. McDevitt-aye, Correll-aye, Crimmins-aye, Hansen-aye, Lombard-aye.

1:48 p.m. Return to Open Meeting
Chairman Lombard stated "Let the minutes reflect that no final actions or decisions were made while the Board was in Executive Session and the general tenor of the discussion that occurred was consistent with the limitations of Idaho Code Section 67-2345 including Section (b) & (c)."

1:55 p.m. Clearwater Forest Travel Plan
Mr. Crimmins moved that (1) the Board direct IDPR's deputy attorney general to evaluate the USFS decision on the IDPR appeal; (2) evaluate the USFS's decision on other appeals filed by interested parties, including Idaho and Clearwater Counties; (3) outline options for IDPR to further pursue its interest and those of the State of Idaho, including the possibility of initiating litigation or participating in litigation brought by others as interveners or friends of the court; (4) consult with IDPR staff, contractors, County Commissioners or prosecuting attorneys, representatives of other engaged interests including their legal counsel, and others as may be necessary to address the listed topics. Mr. Hansen seconded the motion.

Discussion followed.

Previous to this, the parks were charging the Day Use Fee (a daily or annual pass was acceptable) or they were charging the Extra Vehicle Fee of $5.00/night. Neither of these fees corresponded to the actual use occurring since one is for day use which technically expires at 10:00 p.m. and the other is for vehicles associated with park campers which these users are not. Also, the disparity between how parks were charging for this use caused conflict when a user utilized more than one park and a different fee was charged.

The implementation of this new fee, addressed the issues adequately and the respective users paid the fee with some concern over the cost. It was suggested by the highest users to create an "annual overnight use fee". With the changes in Motor Vehicle Entrance Fee (MVEF) requirements in 2013, the total cost of overnight use would be the $10.00 plus the MVEF which would be $5.00/night, an annual MVEF, or the Passport; thus, increasing the overall cost respectively. If the Department lowered the fee to $5.00 it would accomplish the following:

- Keep the base fee consistent with what is being currently charged – $5.00 (overnight use fee) + $5.00 (MVEF) = $10.00.

- Encourage the consistent overnight users to purchase a Passport or Annual MVEF providing them a "discount".

10:22 a.m. Mr. Crimmins moved to accept staff's recommendation reducing the "Overnight Use Fee" to $5.00 per night from the maximum allowed in IDAPA of $10.00 per night that is currently being charged. New rate is to be effective January 1, 2013. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

Harriman Bunk House
Currently, the Bunkhouse/Cookhouse rental per night is $150 per night. In light of recent improvements to the facility, the increased capacity rating, and the increasing usage, staff recommends the rental per night be increased to $200 per night.

10:24 a.m. Mr. Correll moved to accept staff's recommendation the Park Board increase the nightly rental fee for the Bunkhouse at Harriman State Park to $200.00 per night. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

Farragut Buttonhook Group Camps – Structure and Fee Changes – Park-specific Fees
Ms. Kolsky asked the Board to approve the following:

- Divide the Ocean Spray Group into two separate groups camps: Ocean Spray and Morel
- Increase the base rate for Saw-Whet Group Camp from $60.00/night to $90.00/night
- Increase the base rate for Larch Group Camp from $90.00/night to $150.00/night
- Increase the base rate for the modified Ocean Spray Camp from $120.00/night to $150.00/night
- Add a base rate for the new Morel Group Camp of $150.00/night

10:26 a.m. Mr. Hansen so moved. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

Castle Rocks' Bunkhouse – Board Fees – Park-specific Fees
The new "Bunkhouse" at Castel Rocks will market and serve as a companion facility (sleeps 12) for the "Lodge" (sleeps 8), leveraging the opportunity to attract larger groups and families and will be offered as an upgrade to Lodge reservations

9:25 a.m. Temporary and Proposed IDAPA Rules
Mr. Ricks discussed for following IDAPA Rules:

- Temporary Rules – Misc Emergency Rules *(See Attachment 11)*
- Temporary and Proposed Rules for Passport Program *(See Attachment 12)*
- Proposed Rules for Miscellaneous Rules (*See Attachment 13*)
- Temporary and Proposed Rules for Park and Ski *(See Attachment 14)*

9:35 a.m. Temporary Rules – Misc Emergency Rules (*See Attachment 11*) Mr. Crimmins moved to accepted staff recommendation that the Board approve the changes presented in the attached document: IDPR Other Rule Changes – Temporary Emergency and adopt them for immediate implementation for the upcoming season. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

9:45 a.m. Temporary and Proposed Rules for Passport Program *(See Attachment 12)* Ms. McDevitt moved to accept Department Staff recommend that the Board approve the Temporary rule changes to the attached IDAPA document identified as IDPR Passport Rule Changes – Temporary + Proposed for the Idaho Parks Passport Program thus enabling IDPR to proceed with the preparation to implement this revenue generating plan after approval by the Division of Financial Management. This approval and adoption would be for an implementation date in conjunction with Idaho Transportation Department's implementation portion of our Passport Program estimated at this time to be the fall of 2012. Ms. McDevitt further moved that the Board accept staff's recommendation that the Board approve and adopt the proposed rule changes to the same attached IDAPA document to provide the authority for IDPR to proceed and to enable IDPR to carry this program forward with the next legislative session. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative with the exception of Mr. Crimmins who voted nay. Motion passed.

10:03 a.m. Proposed Rules for Miscellaneous Rules (*See Attachment 13)* Mr. Crimmins moved to accept staff recommendation that the Board approve, as presented in the attached IDAPA 26, Title 01, Chapter 20 document identified as IDPR Other Rule Changes – Proposed, these proposed rule changes for submission to the Division of Financial Management for approval and to be submitted for approval by the next Legislative session for final approval. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

10:08 a.m. Temporary and Proposed Rules for Park and Ski (*See Attachment 14)* Mr. Hansen moved to accept staff's recommendation that the Board approve the Temporary rule changes and staff's further recommendation that the Board approve and adopt these proposed rule changes for submission to the Division of Financial Management for approval and to be submitted to the process for approval by the next Legislative session. Mr. Correll seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

10:15 a.m. Board Policy Changes – Proposed Fee Changes

- **Overnight Fees -** Ms. Kolsky said that in 2010, an Overnight Use Fee of $10.00 per night was approved and implemented based upon the following:
- **Overnight Use** - Use of any non-camping lands for the parking of motor vehicles or boat trailers not associated with a campsite between the hours of 10:00 p.m. and 7:00 a.m. unless otherwise posted.
- **Overnight Use Fee -** A fee charged for overnight use of non-camping lands between the hours of 10:00 pm and 7:00 am.

At their recent meeting in Boise, the Road and Bridge Committee reviewed and ranked 10 grant applications according to department criteria. The requests totaled $1,083,689. (See *Attachment 10 priority-ranking sheet only.*)

Mr. Correll moved to accept staff recommendation that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

2:00 p.m. Break

2:30 p.m. Tour of Old Mission State Park

5:30 p.m. Recess

Wednesday May 9th, 2012

8:00 a.m. Chairman Lombard called the meeting back to session.

8:03 a.m. Registration Process Discussion
Director Merrill discussed the registration program to date. IDPR received direction in 2010 from the Governor to review the current registration program. Parts of the current program are inefficient and outdated. The three part hand-written renewal forms are antiquated and manually reconciling triplicate forms by IDPR staff is inefficient and time consuming. Staff spends a disproportionate amount of time reconciling 10% of registrants. Sometimes funds are never recovered from vendors.

Staff also contacted Idaho Department of Fish and Game (IDF&G) to discuss their registration program but the cost to work/join with IDF&G was prohibitive.

In January 2012, ITD notified IDPR of a plan that they are implementing to modernize all their IT systems including the IDPR registration and renewal system. This new program (Garnet) is for all of their registration and renewals and will include the OHVs. ITD's system focuses on unique customer accounts, titling requirements, and providing Law Enforcement agencies access to registration and ownership information.

Ms. Humiston said the at this time, IDPR was at a crossroads as to how to proceed. She presented three (3) options for the Boards consideration.

1. Continue the partnership and modify IDPR's system to duplicate what ITD has (duplicating services including the use of law enforcement for monitoring vehicles and appropriate stickers.)
2. Terminate the relationship with ITD and IDPR handles the whole process on its own (would not update system to match ITD. Limit sales channels to online, walk-in and mail-in.) This would also sever the relationship with law enforcement community)
3. ITD takes over the registration. It collects the information and takes over issuing the permit. The funds are passed through to IDPR and IDPR will distribute the funds to the programs. This will also include the sale of Invasive Species stickers as well as Motor Vehicle Entry Fees.

Discussion followed.

9:20 a.m. Mr. Crimmins moved to direct staff to move forward with ITD on the registration process and work diligently to resolve our customer issues to ensure a successful implementation. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

applications according to department criteria. The requests totaled $150,541. (*See Attachment 6 priority-ranking sheet only.)*

Ms. McDevitt moved to accept staff recommendation that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or of additional monies become available. Mr. Correll seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

Recreation Trail Program

Ms. Muir presented the Recreation Trail Program (RTP) grants. The Federal Fiscal Year 2013 allocation from the Federal Highway Administration (FHWA) is expected to be $1,125,000.

At their recent meeting in Boise, the RTP Advisory Committee rated and ranked 61 project applications according to IDPR rules using department criteria. The requests totaled $2,711,890.69. (*See Attachment 7 priority-ranking sheet only.*)

Ms. McDevitt moved to accept staff recommendation that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or of additional monies become available. Mr. Correll seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

FY 2013 Off-Road Motor Vehicle Program

Ms. Muir presented The State and Federal Grant Program has approximately $500,000 available in the ORMV Program for FY 2013 grants. Staff has held back $20,000 to fund emergency cost overruns associated with these grants projects. This amount is reflected on the top line of the list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the ORMV Advisory Committee reviewed 55 grant applications according to IDPR rules using Department criteria. The requests totaled $919,111. (See *Attachment 8 priority-ranking sheet only.*)

Mr. Hansen moved to accept staff recommendation that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or of additional monies become available. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

Motorbike Program

Ms. Muir presented the State and Federal Grant Program has approximately $510,000 available in the Motorbike Program for FY 2013 grants. Staff has held back $20,000 to fund emergency cost overruns associated with these grant projects. This amount is reflected on the top line of the list of project rankings and will be considered in the total amount awarded to projects. At their recent meeting in Boise, the Motorbike Advisory Committee reviewed 24 grant applications according to IDPR rules using department criteria. The requests totaled $821,202. (See *Attachment 9 priority-ranking sheet only.*)

Mr. Hansen moved to accept staff recommendation that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

Recreational Road and Bridge Program

Ms. Muir presented the State and Federal Grant Program has approximately $300,000 available in the Recreational Road and Bridge Program for FY 2013 grants. Staff has held back $30,000 to fund emergency cost overruns associated with these grant projects. This amount is reflected on the top line of the list of project rankings and will be considered in the total amount awarded to projects.

Because the headquarters building is held by the Idaho Park and Recreation Board on behalf of the State of Idaho, Board approval is necessary to proceed with the lease arrangements.

Director Merrill Staff recommended that the Board authorize the Director and the Chairman of the Board to execute the agreements leasing the headquarters facilities to the State Building Authority and re-leasing the headquarters facilities from the State Building Authority.

1:00 p.m. Ms. McDevitt moved to accept staff's recommendation. Mr. Correll second the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

1:10 p.m. FY 2013 Grant Awards
Ms. Muir presented an overview of the Grants application and rating process.

Recreational Vehicle Program
Ms. Muir presented the grants. The State and Federal Grant Program has approximately $2,000,000 available in the RV Program for the FY 2013 grants. Staff has held back $50,000 to fund emergency cost overruns associated with these grant projects. The RV Advisory Committee reviewed and rated 21 grant applications according to the IDPR rules using Department criteria. Although there was sufficient funding to award additional projects, the RV Committee recommended against funding anything that scored below 40 this year. As a result, the recommended funding line is $1,635,390.88. The requests totaled $1,737,544.38. The priority-ranking sheet with committee recommendations and summary of each recommended project was submitted for the Board's approval (See *Attachment 4 priority-ranking sheet only.*)

Mr. Hansen moved to approve the priority-ranking list for the FY 2013 RV grants which will be used to fund projects in the ranked order down to the funding line of 40. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

Waterways Improvement Fund Ms. Muir presented the Waterways Improvement Fund (WIF) grants. The State and Federal Grant Program has approximately $1,200,000 available in the WIF for FY 2013 grants. Staff has held back $50,000 to fund emergency cost overruns associated with these grant projects. This amount is reflected on the top line of the attached list of project rankings and will be considered in the total amount awarded to projects. At their recent meeting in Boise, the WIF Advisory Committee reviewed 43 grant applications according to IDPR rules using department criteria. The requests totaled $2,125,598.13

According to IDPR rule, the total sum of WIF grant funds approved to be used in any one county may not exceed 30% cap of the total WIF grant funds approved to be used statewide in any state fiscal year. Kootenai County reached the 30% cap this year, which is $360,000.
(*See Attachment 5 priority-ranking sheet only.*)

Discussion followed.

Mr. Crimmins moved to approve the priority-ranking list for the FY 2013 WIF Grants which will be used to fund projects in the ranked order. Should any of the applicants of the higher rated projects withdraw their applications or if additional monies become available projects below the funding line shall be funded provided, however, that no project with a rating below 50 shall be funded. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Vice Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

FY 2013 Cutthroat Plate Fund
The State and Federal Grant Program has approximately $60,000 available in the Cutthroat Plate Fund for FY 2013 grants. At their recent meeting in Boise, the WIF Advisory Committee reviewed 9 grant

1. **RV Grant Advisory Committee Recommendation** - IDPR staff would submit annual grants for maintenance and operation expenditures in parks that are primarily used by RV campers. If the grant were approved, the department would augment the annual budget process with one-time RV grant funding.

2. **Current Practice per Board through FY2015** - IDPR Board would identify a dollar amount to be award to the agency on an ongoing basis. IDPR staff would continue to report RV usage at the quarterly Board meetings. If the on-going award amount were granted, the amount would be built into the department's on-going budget.

RV Registration Sticker Fees
The RV Registration stickers are currently pro-rated on a quarterly basis. The sticker fees have been pro-rated based on the fact that the costs are in lieu of property taxes and are based on the value of the unit. RV owners who purchase a unit mid-year pay a reduced fee depending upon the purchase quarter. This logic follows the property tax model. Home buyers pay the first year tax prorated based on the period of time they own the property.

A review of Idaho Statutes and Rules, found that there is no specific authority to prorate the RV sticker. As part of ITD's new system, ITD board is seeking IDPR Board direction to continue prorating the new RV Sticker fees base on the month(s) of ownership.

> **Motion 1 – RV Funding to IDPR** Staff recommends the Board support the RV Grant Advisory Committee recommendation. This motion directs IDPR staff to apply for annual maintenance and operation grants in parks that are primarily used by RV campers. If the grant were approved, the department would augment the annual budget process with one-time RV grant funding.
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> **Motion 2 – RV Registration Sticker Fees** Staff recommends the Board pass a motion to support ITD continuing to prorate the new RV sticker fees based on the month(s) of ownership.

Discussion followed.

12:32 p.m. Motion 1- Mr. Hansen moved to accept staff's recommendation as presented. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

12:35 p.m. Motion 2-Mr. Correll moved to accept staff's recommendation as presented. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

12:20 p.m. Billingsley Creek/Aqua Life Exchange
During the 2012 Session, the Idaho Legislature adopted Senate Concurrent Resolution 123, which authorizes the Department to enter into agreements with the Idaho State Building Authority to restructure and refinance the bonds used to acquire the Billingsley Creek farm and the Vardis Fisher/Aqualife hatchery. Upon completion of refinancing, the Building Authority would convey the Billingsley Creek farm and the Vardis Fisher/Aqualife hatchery to the Department. The Vardis Fisher/Aqualife hatchery could then be exchanged for other property that offers higher recreational value.

Because bonds can only be issued by the Building Authority for the purpose of acquiring or constructing facilities needed for governmental purposes, it will be necessary to find substitute property to be acquired in conjunction with the restructuring of the bonds. The Building Authority proposes to use the bonds to lease the Department's headquarters building and surrounding property from the State. Consideration for the lease shall consist of payment of the State's existing bond obligations for the BIllingsley Creek properties. In turn, the Building Authority will re-lease the headquarters building and surrounding property back to the State for an amount equivalent to the payments for the restructured bonds.

Program Request Tab
Information under this section represents program requests not included in the FY2014 Budget Request. This information is provided identify a portion of the actual agency's needs.

Ms. Humiston recommended Board approval based on the ranked replacement equipment and program enhancement requests found under the Budget Request Tab (*See Attachment 3*)

11:44 a.m. Mr. Crimmins moved to accept staff recommendation. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

11:50 a.m. FY 2014 Zero-based Budgeting
Ms. Humiston recommended Board approval for the following 10 cost centers:

- Reservation
- Support
- Development
- Registration
- Administration
- Recreation
- State & Federal Grants
- Cultural/Historical Parks
- Natural Parks
- Recreation Parks

Staff will incorporate the decision units approved for the established FY2014 budget into the zero base budget.

12:04 p.m. Mr. Crimmins moved to accept staff's recommendation. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

12:08 p.m. RV Funding Discussion & Approval
Ms. Humiston said that the Board made the following motion at the July 2011 Idaho Board meeting:

Mr. Crimmins moved that the Board support the continued annual allocation of up to $1.5 million from the RV fund to support park operations and that this allocation be reduced to zero beginning FY2016. Mr. Doman seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. Motion approved unanimously.
Ms. McDevitt asked that the following be a directive to staff:

- *Continue to search for consistent dedicated revenue stream*
- *Provide annual report for Board review & approval*

The RV Advisory Committee recommends that the IDPR's Board takes steps to keep the current grant process intact since it benefits "all the RV users of Idaho". Attached is a letter dated 4/13/2012 responding to a question the RV Grant Advisory was asked during the ranking meeting. The letter defines what maintenance, operations, and a mix of operations and maintenance and provides examples of expenditures for each area. The letter also provides examples of operation and maintenance grants funded in the early 1990's.

Staff is seeking Board direction on how to go about utilizing RV funds for park maintenance and operations. There are two (2) ways the Board may go about utilizing RV funds for park maintenance and operations:

9:30 a.m. Break

9:45 a.m. FY 2012 3rd Quarter Financial Review
Ms. Humiston presented the FY 2012 3rd Quarter Financial Statement to the Board.

Discussion followed. No approval required.

10:12 a.m. FY 2013 Budget Review
Ms. Humiston reviewed the FY 2013 Budget Review.

Discussion followed.

10:29 a.m. Approval of the Board Meeting Minutes
Mr. Hansen moved to approve the February 2012 Idaho Park Board minutes. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

Mr. Hansen moved to approve the March 2012 Idaho Park Board Teleconference minutes. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

10:30 a.m. FY 2014 Budget Proposal
Ms. Humiston presented the FY 2014 Budget Proposal as follows (*See Attachment 2 & Attachment 3*):

The FY 2014 budget request focuses on replacing equipment and 10 agency enhancements. The request located under the Budget Request tab have been reviewed and ranked by staff. If the Board approves this request, the information will be incorporated into the budget document. The final budget submitted to DFM and LBO will include the Board recommendation and other standard statewide decision units.

The FY2014 budget request represents a small portion of the agency's need. The existing dedicated cash balances will not support the entire need. The items presented reflect the department's mission critical needs to maintain what we have and begin to replace the staffing needs lost in prior years. Requested funding sources and items may be modified based upon the final FY2012 revenue and expenditure reports and further analysis of fund cash balances Final FY2012 reports will be available for review in mid July.

The challenges the department faces in developing the 2014 budget request are:

1. Projecting Idaho State Park Passport revenue for half of FY2013 and a full year for FY2014.These projections are used to determine estimated cash balances to support the budget request.
2. Addressing staffing and equipment needs to maintain our existing parks.
3. Managing existing and future cash balances to address current staffing and equipment needs while banking sufficient funds to support shifting expenditures off of the RV funds beginning in FY2016.

Fund Trends Tab
Information behind this tab shows the cash balances by funds. All projections are based on the Department spending 100% of the appropriation unless noted. The FY2012 (estimated) increases and decreases to cash are projected and will change based on the final reports available in July. When reviewing these graphs, the cash balances reflect increases and decreases. These increases and decreased include everything that hit the fund in FY2012 regardless of which year the expenditure was appropriated in (i.e. prior year encumbrances and prior year adjustment).

Permanent Building Fund Capital (PBFC) Request Tab
There is currently nothing under this tab. The deadline for submission is June 1.

Chairman Lombard called the Board meeting to order at 8:00 a.m. May 9th, 2012 at the IDPR North Region Office, Coeur d'Alene, Idaho with the following Board members in attendance:

Tom Crimmins, Hayden Lake
Ernest Lombard, Eagle
Charles Correll, Jerome
Jean McDevitt, Pocatello
Bob Hansen, Menan

Board member Randy Doman from Cottonwood was not in attendance.

Also present during all or a portion of the meeting were the following individuals:

Nancy Merrill, Director
Dave Ricks, Deputy Director
Jan Johns, Administrative Assistant to the Director
Tamara Humiston, Fiscal Officer
Dave Claycomb, Recreation Resources Bureau Chief
Garth Taylor, South East Region Manager
David White, North Region Manager
Kathy Muir, State and Federal Aid Program Manager
Steve Strack, Deputy Attorney General, Natural Resources Division
Tammy Kolsky, Reservation Manager
Jennifer Okerlund, Communication Program Manager
Kevin Zauha, IT Resource Manager
Ron Hise, Heyburn State Park Manager
Randall Butte, Farragut State Park Manager
Keith Jones, Natural Resource Manager
Kathleen Durfree Old Mission State Park Manager
Georgia Suchocki, North Region Administration
Ray Houston, Principal Budget & Policy Analysts, Legislative Service Office
Sandra Mitchell, Idaho Recreation Council

8:05 a.m. Public Forum

8:20 a.m. Idaho Employees Association Award
The Donna Yohann Employee Recognition Award was presented to David Leeds.

8:25 a.m. Float Home Public Discussion
Dave Kimberling, float home lessee, provided an overview from the float home lessees perspective (*See Attachment 1).*

8:35 a.m. History and Status of Heyburn Float Homes
Mr. White presented the history of the float homes on Hidden Bay. Heyburn State Park currently has 23 float homes located in Hidden Lake. In 1990, the Board decided the float homes would need to be removed from the park by the end of 2009. In 2004, the Board began a review of this decision ultimately deciding in 2008 that the float homes were to be moved to the Chatcolet Marina by the end of 2014. Due to current economics and lack of funding, the Department's ability to develop a marina capable of facilitating the float homes and required public docks is not feasible. Consequently, the Board needs to reassess the previous Board decision.

Discussion followed.

No decision was made at this time.

Thursday May 10th

8:00 a.m. Registration Process Discussion

8:45 a.m. Temporary and Proposed IDAPA Rules

- Temporary Rules – Misc Emergency Rules
- Temporary and Proposed Rules for Passport Program
- Proposed Rules for Miscellaneous Rules
- Temporary and Proposed Rules for Park and Ski

10:00 a.m. Break

10:15 a.m. Board Policy Changes – Proposed Fee Changes

10:35 a.m. Website Demonstration *IO Jennifer Okerlund

11:20 a.m. Reservations

- Activity Site & Facility
- Occupancy

11:25 a.m. Reports

- Director
- Attorney General
- Deputy Director
- Fiscal
- Natural Resource
- Development
- North & South Regions
- Recreation Bureau
- Human Resource (Not in Attendance)
- Communication/Marketing
- Comprehensive Planning (Not in Attendance)
- Board Members (Oral)

Noon Acknowledgement of Retiring Employees and Election of Officers

Boxed Lunches Served

12:16 p.m. Executive Session: Executive Session under authority of Idaho Code § 67-2345(b) to consider the evaluation of public employee, (c) to consider to acquire an interest in real property which is not owned by public agency, and (f) legal options for pending litigation or controversies imminently likely to be litigated.

1:48 p.m. Return to Open Meeting

1:55 p.m. Clearwater Travel Plan

1:58 p.m. Director's Salary Approval

2:00 p.m. Election of Officers

2:06 p.m. Meeting Adjourned

2:30 p.m. Optional Tour of Farragut State Park

The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

1:58 p.m. Director's Salary
Ms. McDevitt moved to increase Director's Merrill salary according to the Board discussion held during Executive Session. Mr. Correll seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

2:00 p.m. Property Review
Ms. McDevitt moved that the Board direct staff to move forward in investigating the property presented in Executive Session for possible purchase. This includes contacting individuals selling or others that may be involved. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

2:01 p.m. Election of Officers
Mr. Correll nominated Mr. Crimmins as Chair of Idaho Park and Recreation Board. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative except for Mr. Crimmins who abstained. Motion passed.

Mr. Hansen nominated Ms. McDevitt as Vice Chair of Idaho Park and Recreation Board. Mr. Correll seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative except for Ms. McDevitt who abstained. Motion passed.

2:05 p.m. Mr. Hansen moved to adjourn the May 2012 IDPR Board meeting. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. All were cast in the affirmative. Motion passed.

2:06 p.m. Meeting adjourned.

Ernest Lombard, Chair
Idaho Park and Recreation Board

Nancy Merrill, Director
and Ex-Officio Member of the Board