

IDAHO DEPARTMENT OF PARKS AND RECREATION
"To improve the quality of life in Idaho through outdoor recreation and resource stewardship"
Board Meeting
November 13-14, 2012
IDPR Headquarters
Summit Conference Room
Boise Idaho

AGENDA

Tuesday November 13, 2012

- 11:30 a.m. Call to Order
- Welcome Guests
 - Additions or Deletions to the Printed Agenda
 - Public Forum
- 12:20 p.m. Director's Report
- IDPR/IDF&G Summit Update
 - Park Passport Update (PowerPoint)
 - IDPR Registration Update
- 12:40 p.m. Working Lunch
- 1:16 p.m. Consent Agenda
- Approval of the August 2012 Minutes
 - Transfer of the Aqualife Property to the Park Land Trust Fund
 - Ponderosa State Park Sewer Easement
- 1:18 p.m. FY 2013 1st Quarter Financial Report
- 1:45 p.m. Review of Endowments
- 2:03 p.m. Board Policy Changes
- 2:14 p.m. Three Meadows Group Camp Fee Increase
- 2:17 p.m. Break
- 2:43 p.m. Board Goals
- 3:25 p.m. Deputy Attorney's Report
- 4:08 p.m. Recess
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Wednesday November 14, 2012

- 8:08 a.m. Reconvene
- 8:09 a.m. Executive Session under authority of Idaho Code § 67-2345(b) to consider the evaluation of public employee and (c) an executive session may be held to discuss acquisition of private lands.
- 10:00 a.m. Legislation/Administrative Rules Update

10:10 a.m. Reports

- Deputy Director
- Fiscal
- Development
- MIS
- North Region
 - Hidden Lake Float Home
- South Region
- Natural Resource Management
- Recreation Bureau
- Reservations
- Human Resource
- Communication/Marketing
- Comprehensive Planning
 - Customer Satisfaction
- Board Members (Oral)

11:30 a.m. Adjourn

Tuesday November 13, 2012

11:31 a.m. Chairman Crimmins called the Board meeting to order at 11:31 a.m. November 14th, 2012 at the IDPR Headquarters, Boise, Idaho with the following Board members in attendance:

Tom Crimmins, Hayden Lake
Randy Doman, Cottonwood
Susan Buxton, Boise
Charles Correll, Jerome
Jean McDevitt, Pocatello
Bob Hansen, Menan

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

Nancy Merrill, Director
Tamara Humiston, Deputy Director
Jan Johns, Administrative Assistant to the Director
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
Rick Just, Comprehensive Planning Coordinator
Jim Thomas, Development Program Manager
Kristy Bobbish-Thompson, Human Resource Officer
Ray Houston, Principal Budget & Policy Analysts, Legislative Service Office
Richard Budzich, Financial Management Analyst

11:32 a.m. Introductions of staff and guests.

11:35 a.m. Ms. McDevitt asked to allow time for public input regarding Hidden Bay float homes.

Mr. Doman asked to whether or not the Board wanted to be involved in the litigation of the Clearwater Travel Plan.

Chairman Crimmins said that the governor's office directed the Board to be involved for information only, not to be an active participant.

Chairman Crimmins requested that the Revised Board Policy Consent Agenda item be moved out of the Consent Agenda.

11:38 a.m. Public Forum

Mr. Tim O'Meara addressed the Board regarding the grant structure and scoring of applications. He also asked for clarification of Title 63 Section 24123 sub-section and Recreational Road & Bridge Fund. Discussion followed.

- Ms. Sandra Mitchell addressed the Board regarding the realignment of the IDPR registration program.
- Mr. D.L. Maitland said that in the IDPR FY 2013 1st Quarter Financial Statement, the RV allocation is stated as \$1.65 million. He asked that the numbers be changed to reflect the correct amount of \$1.5 million.
- Ms. Joyce Barcus, new Director of the Good Sam Club, introduced herself.
- Mr. Michael McCloughlin, Bear Creek Lodge, McCall, asked for clarification on purchasing/funding the registration for snowmobiles.
- Mr. Jack Struthers, Carl's Cycles, expressed his concern regarding the registration of snowmobiles.

12:20 p.m. *Ms. Buxton moved to discuss the Director's report on realignment of the registration to the current time slot. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.*

Director Merrill presented a PowerPoint on the Registration Realignment.

Discussion followed.

12:40 p.m. Lunch

1:16 p.m. Consent Agenda *Ms. Buxton moved to approve the Consent Agenda items as amended. 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.*

1:18 p.m. FY 2013 1st Quarter Financial Report Mr. Martin presented the 1st quarter financials for 2013. Discussion followed.

1:45 p.m. Endowment Investment Policy Update Mr. Larry Johnson, Manager of Investments at Endowment Financial Investment Board presented a current overview of the Ritter Island and the Trail of the Coeur d'Alene funds. Discussion followed.

2:00 p.m. *Mr. Hansen moved to accept the modifications to both endowment funds as proposed by the EFIB. Ms. Buxton seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.*

2:03 p.m. Board Policy Changes The Board discussed the suggested changes as presented and asked to table this agenda item to a later date.

2:14 p.m. Three Meadows Group Camp Fee Increase

Mr. Doman moved that the Board accept staffs' recommendation directing staff to:

- **Increase the base rate for Three Meadows Group Camp to \$325 per night**
- **Increase the nightly rate for additional sleeping cabins to \$65 per night.**

Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

2:40 p.m. Ms. McDevitt asked to revisit the August 13-14th, 2012 IDPR Board minutes. Discussion followed.

Ms. McDevitt moved to approve the August 13-14th, 2012 minutes as amended. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion passed unanimously.

2:43 p.m. Board Goals Review

Mr. Just reviewed the current IDPR Board goals. Discussion followed. New Board goals for 2013 were discussed.

3:25 p.m. Reports

- Deputy Attorney General

4:08 p.m. Recess

Wednesday November 14, 2012

8:08 a.m. Reconvene.

8:09 a.m. Executive Session

Mr. Hansen moved to go into Executive Session in accordance with Idaho Code §67-2345(b) to consider the evaluation of a public employee, and (c) acquisition of private lands. Mr. Doman seconded the motion. Chair asked for further discussion. Hearing none, the Chair polled the members. McDevitt - aye, Buxton - aye, Correll - aye, Doman - aye, Hansen – aye, Crimmins – aye.

10:00 a.m. Ms. McDevitt moved to go out of Executive Session. Mr. Hansen seconded the motion. Chair asked for further discussion. Hearing none, the Chair polled the members. McDevitt - aye, Buxton - aye, Correll - aye, Doman - aye, Hansen – aye, Crimmins – aye. Motion passed.

10:00 a.m. Legislation/Administration Rules Update

Ms. Humiston reviewed the following upcoming legislation/Administrative rules changes:

- Legislation: Registration Realignment
- Administrative Rules: 26-0120-1201(Parking and Encroachment)
26-0120-1202 (Passport and other language clarifications)

10:04 a.m. Goal Setting Reviewed

**Ms. Buxton moved to accept the 2013 Board goals as amended:
2013 Board Goals**

- **Provided, we are not putting our users, staff or facilities at risk of injury or damage, IDPR will keep all parks open and operate at the highest quality possible with available funding.**
- **Protect and improve public access to outdoor recreation statewide.**

- **Bring the ratio between field staff and the customers they serve to a manageable level consistent with resources.**
- **Maintain, improve, and operate existing facilities to protect the State's investment.**
- **Maintain a high quality of statewide park experiences with available funds.**
- **Recognize the importance cultural, natural and recreational interpretation plays in park experiences.**
- **Increase self-sufficiency by developing enhanced funding and increasing agency-generated revenue.**
- **Continue responsive and mutually supportive relationships with the Governor and Legislature.**
- **Maximize marketing opportunities with available resources.**
- **Operate with the highest level of transparency and efficiency to assure that Idahoans know exactly where their money goes.**
- **Oversee the creation and implementation of a development plan for Thousand Springs State Park.**

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.

10:00 a.m. Reports (cont'd)

The following reports were presented and staff stood for questions:

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| <ul style="list-style-type: none"> • Deputy Director • Fiscal • Development • MIS • North Region <ul style="list-style-type: none"> ▪ Hidden Lake Float Home • South Region • Natural Resource Management | <ul style="list-style-type: none"> • Recreation Bureau • Reservations • Human Resource • Communication/Marketing • Comprehensive Planning <ul style="list-style-type: none"> ▪ Customer Satisfaction • Board Members (Oral) |
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11:30 a.m. Mr. Hansen moved to adjourn the November 13-14, 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. Motion passed unanimously.

Meeting adjourned.

Tom Crimmins, Chair

Idaho Park and Recreation Board

Nancy Merrill, Director

and Ex-Officio Member of the Board