

IDAHO DEPARTMENT OF PARKS AND RECREATION
"To improve the quality of life in Idaho through outdoor recreation and resource stewardship"
BOARD MEETING MINUTES
April 22-23, 2015
Ameritel Inn Pocatello
1440 Bench Road
Pocatello, ID 83201

Minutes – Wednesday, April 22, 2015

Call to Order – Chairman Correll

Chairman Correll called the Board meeting to order at 9:00 AM. The Chairman directed a roll call. Board members in attendance and via the phone were:

Doman
McDevitt
Hansen
Correll
Hansen
Crimmins
Buxton - via Teleconference.
Chairman Correll identified a quorum to begin the meeting.

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

David Langhorst - Director
Betty Mills - Management Assistant to the Director
Keith Hobbs - Operations Administrator
Anna Canning - Management Services Administrator
Jennifer Okerlund - Communications Manager
Garth Taylor - South/East Region Manager
David White - North Region Manager
Tammy Kolsky - Reservation Program Manager
Steve Martin - Fiscal Officer
Jim Thomas - Development Bureau Chief
Adam Straubinger - Planner
David Claycomb - Recreation Bureau Chief
Kathy Muir – Grants/Contracts Management Supervisor
Dave Ricks –
Lou Lunte – Deputy State Director for The Nature Conservancy
Chris Bonsignore – Ducks Unlimited
Steve Schmidt – Idaho Department of Fish and Game
Ken Knoch – Ammon, ID Parks Director
Keith Green – Mayor, City of Marsing, ID
Kirby Cook – City of Marsing
Amy Woodruff – City Engineer, City of Marsing
Milt Greenwood – Owyhee County Sheriff's Office
Sandra Mitchell – Idaho State Snowmobile Association
Royal Kingsley – Idaho State Snowmobile Association
Doyle Barney – Idaho State Snowmobile Association
Lauren Frei – Idaho State Snowmobile Association
Gary Cvecicm – Idaho State Snowmobile Association
Lin McKay – Idaho State Snowmobile Association
Terri Klanderud – Idaho State Snowmobile Association
Larry Laxson – Valley County
Tamra C. – Fremont County
Bill Frelore

Additions or Deletions to the Agenda – Chairman Correll

Board Member McDevitt requested clarification regarding the Ashton Tetonia Trail Easement which was slated to be discussed during the April Board meeting but was not included on the agenda. David Claycomb stated IDPR is in negotiations and discussions with Steve Strack to determine a value of this project and is hopeful to provide an update during the May 2015 Board meeting.

Chairman Correll announced a request to change the order of the agenda under the Property Consideration Updates to allow the Market Lake presentation prior to the Horsethief Reservoir presentation.

Mr. Doman made a motion to approve the change in order under the Property Consideration Updates. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Mr. Crimmins made a motion to remove the Group Use Permit item from the Consent Agenda and separate this from the Approval of Minutes. Mr. Doman seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

January 22, 2015 and March 25, 2015 Meeting Minutes – Chairman Correll

Mr. Doman made a motion to approve the minutes from January 22, 2015 and March 25, 2015. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote: 5 – Ayes, 1 – Abstention (Buxton). Motion carried.

Group Use Permit – Chairman Correll

Mr. Crimmins requested clarification on what was included in the gross income from the Group Use Permits. Mr. Taylor stated every piece of income that comes in is included in the gross income figures. Ms. McDevitt inquired if entrance fees were being charged for day use at the parks. Mr. Taylor stated a \$5.00 fee is charged per vehicle that enters the parks.

Mr. Crimmins made a motion to approve the Group Use Permit. Motion was seconded by Mr. Hansen. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Easements – Garth Taylor

Mr. Taylor reported that IDPR is currently in negotiations with Intermountain Gas to initiate EAG Easement at Eagle Island State Park. This entails changing a gas service line to a main line.

Mr. Crimmins made a motion to direct IDPR staff to move forward with negotiations and inquire why Intermountain Gas is not coming directly off State Street with the gas line. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Board and staff discussion followed. Motion carried unanimously.

Property Consideration Updates – Keith Hobbs, Dave Ricks

Market Lake – Dave Ricks provided a short video of his visit to Market Lake along with a Financial Analysis and overview of the property. Dave discussed potential revenue impacts for Market Lake which included; Farm Income, Shooting Tournament's and Bird Watching.

Steve Schmidt, Regional Supervisor with the Department of Fish and Game was introduced and he provided his support for IDPR to acquire the property at Market Lake and convert it into a State Park. Steve also mentioned that Fish and Game is very interested in the pond on this property. They would like to promote more family friendly fishing opportunities and this would be an ideal place for this. Steve also stated that Fish and Game would assist with stocking fish to this pond to help attract families to this park.

Chris Bonsignore with Duck's Unlimited (owners of the Market Lake property) was introduced and discussed the property's unique value and wonderful location for a state campground. Director Langhorst asked Chris if he could provide IDPR with realistic data on shooting event revenues that could be incorporated in to the analysis that Dave has already prepared. Chris stated he has a letter and names of

contacts that he will pass along to Dave. Director Langhorst commented to the Board that this presentation is informational and a decision is not expected of them today.

Keith Hobb's reported that other than the non-profit organizations, there is an opportunity for corporate sponsorship that would help fund Market Lake. If IDPR were to promote this as an environmental education opportunity with a facility to support it, there is the potential for corporate sponsorship in the use of their name to support IDPR's endeavor.

Horsethief Reservoir – Keith Hobbs

Keith introduced Mike Webster, Eastern Idaho Field Representative on staff with the Governor's Office.

Keith provided a brief description and PowerPoint presentation of Horsethief Reservoir. He reported on what the reservoir has to offer, operating costs, onetime initial capital costs, the IDFG proposal and next steps for IDPR. A Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis was done on the proposed purchase of Horsethief Reservoir. Keith stated there are currently 119 camp sites at Horsethief and approximately an 18 week season for people to camp there.

There was Board discussion around who currently owns the adjoining properties. Keith stated that just past the spill way and damn, the YMCA has built a substantial camp. There is a potential for IDPR to form a partnership with the YMCA.

Dave Parrish with Fish and Game was introduced and provided additional information on the Horsethief property and their interest in the potential partnership with IDPR on managing this property. Dave stated currently there is no fee structure at Horsethief. This would change if IDPR became involved and Horsethief was converted to a State Park. Director Langhorst stated during his meeting with the Governor, he was instructed not to pursue any new parks, but that since the state already owns the land being discussed here, the Governor was open to any ideas that make business sense.

Ms. Buxton requested for IDPR staff to complete the Site Evaluation form under TAB 3, for both the Horsethief and Market Lake property considerations. Ms. Buxton will work with Anna Canning to complete the form and present to the Board for approval during the May Meeting.

Mike Webster with the Governor's Office inquired if the \$2.6 million fee to upgrade Horsethief would be requested from the General Fund. Director Langhorst replied that the funds required for the upgrade would be raised through the RV Grants or other sources.

BREAK - 11:07 AM

Thousand Springs and Billingsley Creek – Lou Lunte, Adam Straubinger and Jim Thomas

Lou Lunte, Deputy State Director from the Nature Conservancy informed the Board of their background and interest in connecting Thousand Springs and Billingsley Creek with nature trails.

Adam Straubinger and Jim Thomas provided a PowerPoint presentation on Billingsley Creek and IDPR's recommendations for development and improvements. Adam submitted a proposal on the renovations of the current buildings that will allow all buildings to have the same appearance on the property and make them more appealing to the public for rental purposes. The proposals and recommendations in this plan are the result of extensive public outreach during the 2006 Thousand Springs State Park Master Plan as well as more recent discussions with area stakeholders.

Jim Thomas provided cost estimates, maintenance, renovation and new development costs for improvements of Billingsley Creek. Jim requested a Board recommendation to add the Billingsley Creek proposal into our FY2017 budget. There was Board discussion on the timing of adding the proposed new facilities at Billingsley Creek. Ms. McDevitt inquired what is bringing people to the Billingsley Creek Park. Ms. McDevitt feels there is a need for a campground in this park.

Mr. Crimmins made a motion for the Board to direct IDPR staff to move forward with the maintenance program and move the #8 Outdoor equestrian arena feasibility study to #4 and delete

all other items below #4 on the list. Board discussion followed. Mr. Crimmins withdrew his motion.

Mr. Doman made a motion to approve the IDPR staff proposal with the adjustment of the order of importance to reflect:

1. Entrance
2. CXT
3. RV Camp Ground
4. Feasibility Study (of equestrian arena #8)
5. Group Camp Ground
6. Amphitheater
7. Fishing Access
8. Equestrian Parking
9. Outdoor Arena – for future consideration

Motion was seconded by Mr. Crimmins. The Chair asked for further discussion. Board discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

LUNCH – 12:50 PM

BACK IN SESSION – 2:00 PM

FY 2017 Budget Request – Steve Martin

Steve Martin reported on the FY2017 budget proposal and reviewed the FY2016 appropriation that was signed into law on April 3, 2015. Steve reviewed cash flow projections that were used in estimating how much was expected to be available in FY2017. Steve discussed the Program Enhancements and replacement items and stated the Program Enhancements were new features that currently do not exist. General Fund appropriation for the entire state for FY2016 beginning July 1st is \$3,071,860,500 which is the first time the state of Idaho has appropriated more than \$3,000,000,000 in a fiscal year. IDPR received \$3,407,700 or .11% of the total General Fund appropriation. Steve reported the CEC increases are unknown at this time but should be released sometime in July and may have some impact on the projected numbers since there is nothing factored in on this presentation today.

Mr. Crimmins commented that there are no proposals for an increase in FTP's submitted in the proposed budget. Steve confirmed that IDPR is not planning on requesting any additional FTP's. Steve explained how the process to request an additional FTE's began back in December. Staff are requested to send their information to Steve by the required due date. No requests were received from park staff this year. One request was received from the recreation staff for the non-motorized trails program but after further review, Steve concluded that there was one unused FTE in this program and they would be able to fit what was requested into the existing budget. Steve deferred any further comments or questions to the Parks Operation staff.

Mr. Martin reported on the projected costs for improvements at Billingsley Creek. Mr. Doman recommended increasing the allotted amount for the Billingsley Creek upgrade on the Red Barn by \$5,000. Mr. Thomas responded that adding an additional \$5,000 should be sufficient for the upgrade.

Staff recommends Board approval of \$3,380,000 in Program Enhancements and \$2,709,200 in Equipment Replacement requests as presented on pages 7-15 of the Board packets.

Mr. Crimmins moved to approve the FY2017 budget proposal. Motion was seconded by Ms. McDevitt. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Grant Approval Requests – Kathy Muir

The State and Federal Grant Program has approximately \$1,200,000 available in the (WIF) for FY 2016 grants. Staff has held back \$50,000 to fund emergency cost overruns associated with these grant projects. At their recent meeting in Boise, the WIF Advisory Committee reviewed 29 grant applications according to department criteria. The requests totaled \$1,914,435.

Ms. Muir presented an overview of the grants application and rating processes and stated the elections for open positions will occur during their next scheduled meeting. Ms. Muir understands from comments from the Board that they are interested in becoming more involved in the selection process of individuals selected to be on the advisory committee.

FY2016 Recreation Vehicle (RV) Grants

RV advisory committee recommends we not fund any projects that scored below a 50, even if there are funds available. The Chair asked if the funds would then roll over to the next cycle, Ms. Muir confirmed that is correct.

Ms. McDevitt moved that the Board approve the priority ranking list, which will be used to fund projects in the ranked order. Additionally, the RV committee recommends not funding below a score of 50. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

FY2015 Waterways Improvement Fund (WIF) Grants

Milton Greenwood, Marine Deputy for Owyhee County addressed the Board regarding their place in the rankings and the need for a new boat. Milton is imploring the Board to reconsider their decision to approve their request for a new boat. Ms. Buxton stated her understanding was there was someone at the committee meeting that may have influenced the committee. Ms. Buxton requested that Mr. Greenwood please address this concern with the Board. Mr. Greenwood stated he believes they were scored low due to the reviewers comment on not liking the motor on the boat they were requesting funds for. Ms. Buxton asked if Mr. Greenwood believes the committee discussion may have influenced the ranking and how their application was scored. Mr. Greenwood responded that he is unable to put words in the committee's mouths as to why their request was scored the way it was.

Ms. Canning reported that Mr. Hobbs and she sat in on one of the grant evaluations and she feels the criteria sheet work very well. Ms. Canning feels the state wide score plan could benefit from situations as we have had presented today and talking to the Board more to reflect the balance that the Board wants to see. Ms. Canning commented that as long as the committee is consistent, the system works well.

Ms. Buxton remarked that her concern with this situation is the ranking may have been influenced by a committee member providing information that was not accurate and should not have been considered in the ranking process.

Ms. McDevitt remarked that some boats were funded and some were not. She commented that without having the grants and not sitting in on the discussions, you cannot justify moving things around without all of the background information.

Mr. Martin explained in more detail, how the funding is determined. He stated he is not going to weigh in on the committee's evaluation process but he does want to emphasize outside of the RV fund, all of the other programs have more projects than IDPR has cash. Before the advisory committee meetings happen, Steve and Kathy sit down and they analyze how much cash is projected to be in those funds. They are heavily constrained in all of the other programs, the projected cash and the budget program. We are stretched as thin as we can be this year given the Waterway needs and the procedures IDPR staff are required to follow. More funds were awarded this year than has typically been awarded in prior years. Steve wanted to make sure the Board was aware that while we would like to fund all of the grant requests that come in, we are capped on everything except for the RV Fund. They go through a very thorough and thoughtful process to determine how much is going to be available and that is how they draw the line.

Mayor Keith Green, Kirby Cook and Any Woodruff, City Engineer with the City of Marsing addressed the Board and outlined their concerns and request for reconsideration for funds.

Board discussion followed regarding the due processes IDPR staff and committee members are required to follow in determining grant awardees and the appeal process.

Mr. Doman moved to have IDPR staff review the Waterways Improvement Fund grant to see if there are any obvious issues or inconsistencies in the rating process. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Board and IDPR staff discussion followed regarding the grant appeals process. Following further discussion, Mr. Doman withdrew his motion, Mr. Crimmins withdrew his second.

Ms. Buxton moved to table the FY 2015 Waterways Improvement Fund Grant until the next Board meeting, which she proposes to be held in the next week or two via teleconference and asked that the applications be provided to the Board so they can review the two appealed applications and address their appeals during the next meeting. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Board discussion followed.

Ms. Buxton amended her previous motion and moved to review the five lowest funded WIF applications and also the ten applications that were below the funding line, the Board would then re-rank the applications. Mr. Doman withdrew his previous motion and seconded Ms. Buxton's amended motion. The Chair asked for further discussion. Board discussion followed. The Chair called for a vote on the motion. Mr. Doman – aye, Ms. Buxton – aye, Mr. Correll – nay, Mr. Crimmins - nay – Ms. McDevitt – nay, Mr. Hansen – nay. Motion failed.

Ms. McDevitt moved to 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 if additional monies become available. Motion was seconded by Mr. Crimmins. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Mr. Crimmins – aye, Ms. McDevitt – aye, Mr. Hansen – aye, Mr. Correll – aye, Mr. Doman – nay, Ms. Buxton – nay. Motion carried.

Ms. McDevitt recommended IDPR staff go through the grant manual and propose ideas on how to improve the appeals process to make it more effective. Board and staff discussion followed. Director Langhorst committed to his staff reviewing this procedure and attempting to provide the Board with a better solution going forward. Ms. Buxton commented that there needs to be an effective appeals process that requires the final decision coming from the Board.

Cutthroat Plate Fund Grant

Ms. Muir reported there is \$50,000 available to award for this grant, four applicants applied and two awards are able to be funded.

Mr. Hansen moved to accept staff recommendation. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Road and Bridge Grants

Ms. Muir reported there is \$240,000 available to award for this grant, 12 applicants applied and three awards are able to be funded. Board and staff discussion followed on whether or not to keep the Recreational Road and Bridge Program a grant program going forward.

Mr. Hansen moved to approve the FY2016 Road and Bridge Grant. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Off-Road Motor Vehicle Grants

Ms. Muir reported there is \$500,000 available to award for this grant, 46 grant applicants applied and 23 awards are able to be funded.

Mr. Crimmins moved to 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 if additional monies become available. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Board and IDPR staff discussion followed.

Mr. Crimmins amended his previous motion to include language that states “Each grant recipient, in the event the project does not continue to its useful life, is required to return the funds to the Board as described in the current Board policy”. Ms. McDevitt withdrew her previous second and seconded Mr. Crimmins amended motion. The Chair asked for further discussion. Board and IDPR staff discussion followed regarding federal grant requests. The Chair called for a vote on the motion. Motion carried unanimously.

Motorbike Grants

Ms. Muir reported there is \$150,000 available to award for this grant. There were 20 grant applications and two awards were able to be funded.

Mr. Hansen moved to approve the FY 2016 Motorbike Grants. Motion was seconded by Ms. McDevitt. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Recreational Trails Program

Ms. Muir reported there is approximately \$1,500,000 that will be available to award for this grant. There were 64 grant applications and 34 awards were able to be funded.

Mr. Hansen moved to approve the FY 2016 Recreational Trails Program Grants. Motion was seconded by Ms. McDevitt. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Mountain Bike Plate Fund

Ms. Muir stated this is a new grant and she provided a brief description and reported only one application was submitted.

Mr. Hansen moved to hold the money due to lack of competition for the Mountain Bike FY 2016 grant. Motion was seconded by Ms. McDevitt. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Land and Water Conservation Fund Grants

Ms. Muir stated they estimate there will be approximately \$450,000 available to award for this grant.

Ms. McDevitt moved to 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 if additional monies become available be moved down the list. Motion was seconded by Mr. Hansen. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Break – 4:25 PM

Development Project Status

Mr. Thomas provided the Board with a PowerPoint presentation on IDPR's development projects, their status and progress. Board discussion followed.

Mr. Hansen moved to amend the agenda and move the Executive Session to tomorrow morning, April 23, 2015 from 8:00-9:00 AM. Motion was seconded by Ms. McDevitt. The Chair asked for further discussion. The Chair called for a vote on the motion. Motion carried unanimously.

Director's Report

This year's Legislative Session went very smoothly. IDPR benefits from a good relationship with our Legislative Analyst and DFM Analyst. Senate Bill 1098 passed.

IDPR fund raising goals will be met this year.

IDAPA rules will be reviewed over the summer and updated. Transportation Bill did not affect any of IDPR's existing recreation funding. (Later discussion clarified that incremental increases in the state gas tax passed this year would not be subject to distribution to IDPR; there will be no increase in funding to Parks and Recreation programs.)

Copies of the 50th Anniversary events list were provided to the Board.

The Mascot naming event is underway for all 4th grade classes throughout the state of Idaho. Submitted entries will be reviewed by IDPR staff and three entries will be chosen to be voted on by the public via Facebook.

A list of IDPR staff award winners, who were nominated by their peers and announced at the Annual Conference, was provided to the Board.

New IDPR employees have been hired, Betty Mills, Management Assistant, Debbie Hoopes, Human Resource Officer, Scott Williams, IT Manager.

IDPR is working with libraries throughout the state on a reading program to encourage students to be more involved in reading. Students will be rewarded with a day pass to any of IDPR parks after reaching their goal. This will enable the student and their families who may not have the opportunity to visit a park any other way, to enjoy one of our state parks.

The Recreation Bureau is busy teaching classes and training.

The Board discussed the Clearwater Lawsuit.

Old Business

Ms. Canning thanked IDPR staff for their assistance with facilitating the Annual Conference.

The Board requested clarification on the August Board meeting dates. Ms. Mills informed the Board the meeting dates are scheduled for August 26th – 27th in McCall. The Board discussed future meeting dates for the upcoming year and requested meeting invitations be sent to each of them for the fourth Thursday of each month for Teleconferences and the fourth Wednesday and Thursday for each quarterly meeting.

Acknowledge Retiring Board Member Jean McDevitt

Board members and IDPR staff acknowledged Ms. McDevitt's 18 years of service on the IDPR Board and presented her with gifts of appreciation,

Mr. Hansen moved to adjourn the meeting. Motion was seconded by Mr. Doman. Meeting was adjourned at 5:30 pm.

Minutes – Thursday, April 23, 2015

Executive Session

Mr. Crimmins made a motion to enter into Executive Session, under authority of Idaho Code § 67-2345(b) to consider the evaluation of public employee. Ms. Buxton seconded the motion.

Chairman Correll called roll for the Executive Session at 8:13 AM.

Crimmins - aye

Doman - aye

Buxton - aye

Correll - aye

Executive Session concluded at 9:32 AM

Call to Order – Chairman Correll

Chairman Correll called the Board meeting back into session at 9:00 AM MST, April 23, 2015.

Registration Modernization Update

Tammy Kolsky provided the Board with an in-depth PowerPoint presentation of the Recreational Registration Modernization. Board and staff discussion followed.

Idaho State Snowmobile Association Presentation – Sandra Mitchell

Ms. Mitchell thanked Director Langhorst for the invitation to speak to the Board and for his open communication with the Snowmobile Association. Ms. Mitchell is delighted with the direction Director Langhorst is leading IDPR and stated he has the full respect and cooperation from the recreation community.

Public Comment Period

Royal Kingsley, President of the Idaho Snowmobile Association (ISSA) expressed the associations desire to work collaboratively with IDPR staff.

Larry Laxton from Valley County and Lauren Frye, ISSA Safety Chair thanked the Director for inviting the ISSA to come to the Board meeting and expressed their appreciation to the Director for his positive attitude and supporting their organization.

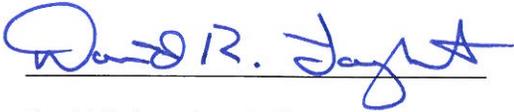
American West Heritage Center

The Board and IDPR staff toured the American West Heritage Center in Wellsville, Utah.

Mr. Correll moved to adjourn the meeting. Motion was seconded by Mr. Hansen. Motion carried unanimously. Meeting was adjourned at 4:08 PM.



Charles Correll, Chair
Idaho Park and Recreation Board



David R. Langhorst, Director
Ex-Officio Member of the Board

