

IDAHO DEPARTMENT OF PARKS & RECREATION

“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”

Board Meeting

January 22, 2015

IDPR HQ

5657 Warm Springs Ave

Boise, Idaho 83716

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9:00 a.m. Call to Order	
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9:00 AM

Chairman Correll called the Board meeting to order at 9:00 on January 22, 2015 at IDPR HQ. The following Board members were present:

Charlie Correll – Chairman, District 4
Randy Doman – Vice Chairman, District 2
Tom Crimmins – District 1
Susan Buxton – District 3
Jean McDevitt – District 5
Robert Hansen – District 6

Also present for the Board meeting:

David Langhorst – Director
Anna Canning – Management Services Administrator
Keith Hobbs – Operations Division Administrator
David White – North Region Office Manager
Garth Taylor – South Region Office Manager
Tammy Kolsky – Reservation Program Manager
Steve Martin – Fiscal
Kristy Bobish-Thompson – Human Resource
Jim Thomas – Development
Dave Claycomb – Recreation Bureau Chief
Jennifer Okerlund – Communications Manager
Rick Just – Friends of Idaho State Parks
Dennis McLane – Friends of Idaho State Parks
Andy Brunell – Forest Service
Brad Smith – Idaho Conservation League

Chairman Correll welcomed everyone to the January Board meeting and requested Roll Call: Roll call – Doman-present, Buxton-absent, McDevitt-present, Hansen-present, Correll-present, Crimmins-absent. Chairman Correll identified a quorum to start the meeting.

9:05 AM Additions or Deletions to the Printed Agenda

Director Langhorst clarified that the reason for two public forums is to meet the National Park Service requirement for Land and Water conservation issues pertaining to the sewer lift station and public comment. There were no additions or deletions to the current agenda

9:07 Consent Agenda – Approval for 22 December 2014 teleconference minutes. Chairman calls for corrections or deletions.

NOTE: Board Member Susan Buxton arrived to the Board meeting at 9:11 a.m.

Ms McDevitt and Mr. Doman identified corrections to the minutes.

BOARD MOTION: Ms. McDevitt made a motion to accept the Consent Agenda with corrections noted. Mr. Hansen seconded the motion. Motion carried 5 Ayes, 1 – Absent (Crimmins).

9:15 AM Sponsorship Legislation – Director Langhorst

Director Langhorst identified the changes as suggested by Committee Chairman Senator Bair and Deputy Attorney General Steve Strack.

NOTE: Board Member Tom Crimmins arrived to the Board Meeting at 9:16 a.m.

Mr. Randy Doman asked which fund was identified for this RS. Director Langhorst answered that the legislation will not reference the actual fund but it will reference the code that allows the fund, Idaho Code §67-2445.

9:20 AM Financials – Steve Martin

Steve Martin discussed the 2nd quarter YTD financial results. Total park revenue is up \$405K (7.7%) versus the prior year. Total camping revenue is up for the year \$489K (33%) versus the prior year. Total 0243 revenue for the entire department is up \$552K (18%) from previous year which is mostly attributable to the camping activity and reservations. Daily MVEF is up about \$36K (3.7%) from previous year.

Mr. Doman inquired about visitation numbers. Steve Martin informed the Board that reservation fees are slightly up compared to last year's numbers. That is an indication of equal numbers in reservations. As to how that impacts the actual attendance, Reservation Program Manager Tammy Kolsky would have a better indicator.

Passport sales are up \$652K (14.5%) over the previous year's numbers which are modest gains. Enterprise fund (0410) is up \$74K (8%) from prior year. The projected personnel costs if approved will come to \$316K.

Steve Martin reviewed park expenditures and cash balances. Chairman Correll asked if there were any concerns that may not have been present before. Steve Martin expressed that he was very happy with the financial health of IDPR compared to when he came on board 2.5 years ago.

Mr. Hansen inquired about the Vardis Fisher infusion of \$250K. Steve Martin responded to the Board stating IDPR has received two payments. These payments included \$1.5M and followed that up with an additional \$250K from the Department of Water Resources. The payments were deposited into the Park Land trust fund with an account structure specifically designed for Billingsley Creek.

Steve Martin addressed the Board with regards to budget timing. The Governor's recommended budget, what we submit for your FY 2016 budget, included nearly everything we requested, including the number one priority of the RV fund shift. The exception was four items in the budget for Billingsley Creek—including one capital enhancement and three repair and replacement items.. Mr. Martin noted that we would revisit those projects in the FY 2017 budget, currently under development.

Director Langhorst informed the Board of a budget pass-back meeting that he and Steve Martin attended the last week of December (prior to the Governor's release of the state-wide budget request) where DFM expressed their concerns regarding the proposed Billingsley projects. The Board and Mr. Martin then discussed the timing of Billingsley Creek projects relative to the larger CIN list.

Jim Thomas informed the Board that traditionally, when projects do not get recommended by the Governor's office, those projects are at the top of next year's request. Staff reviews the factors that inhibited the project from being recommended. If we conclude the project is still a high priority, then we work with the Governor's office to better educate and describe why the project should move forward. In this particular case those projects on the Billingsley Creek were set over a year ago. Several things

happened after September 1 where we relooked at priorities to Billingsley Creek. There could have been some interpretation that the FY 2015 projects we requested may not have been a priority to the Board. The current setting for Billingsley Creek is to review what projects have a higher priority and move forward with that plan. There may be other infrastructure needs that should come before some of the FY 2015 projects in order to move the larger plan forward.

Mr. Doman commented that the Board and staff need to strategize on how to spend our money for the best return on our investment. Ms. Buxton asked if IDPR works with Fish & Game on these ideas and are we aware of what they are doing. Jim Thomas responded that IDPR is not aware of Fish & Game project outside of IDPR purview.

10:00 AM 50th Celebration – Keith Hobbs

IDPR has finalized our agreement with Airstream. They will provide financial support to purchase a mascot to celebrate the 50th Anniversary. They will also provide a travel trailer to promote a naming contest for the mascot as well as transporting the mascot to 50th Anniversary park events. There are a variety of events in the parks and that schedule is posted on the IDPR website.

Mr. Doman asked for an update on the mascot. Keith Hobbs relayed the process on selection of the mascot, and that IDPR is working with a vendor to secure the mascot.

Ms. Buxton expressed concerns about the Board not receiving enough communication from Staff on the mascot and other 50th Anniversary events. Her concern is that Board members from over the state don't know what is going on when people ask questions. The Board discussed possible ways to improve communication.

Mr. Doman wanted to impress on IDPR staff that the mascot will characterize IDPR. It is more than the 50th roll out. It will be IDPR for a very long time. Keith Hobbs recognized Board Member Doman's concern and stated that was our wish, to brand the agency with the mascot and convey IDPR's perspectives on recreation in Idaho. Director Langhorst unveiled the preliminary ideas to the Board of a state wide contest from school kids to name the mascot.

10:10 AM BREAK

10:30 AM Annual Conference – Anna Canning

Annual Conference will be 17-18 Mar 2015 at the Red Lion Downtowner Boise. Rooms are set aside for the Board members. The Annual Conference is structured around the Strategic Plan, and noted that registrations for the Annual Conference will be sent out in a week.

10:37 AM Reservation Activity Report – Tammy Kolsky

Occupancy during this quarter was up 37%. The reservations also showed a slight uptick of 9.7%. This year IDPR has booked 28% more than last year at this time. Given the introduction of additional fees for out-of-state residents, there was only 1% change in bookings at this time.

10:46 AM Registration Modernization Update – Tammy Kolsky

Tammy Kolsky discussed achievements of the Modernization team. Ms. Buxton inquired about any feedback on registration either positive or negative. Tammy Kolsky responded with not having a tremendous amount of feedback one way or the other. The team is focused on analysis, and we have not done a lot of outreach. The team is moving to a point where a business analyst will need to walk through some activities. IDPR will need to vet all of the documentation and analysis with the Recreation Bureau. Once those steps are complete we hope to contact user groups and advisory committee members to discuss our findings.

Director Langhorst commented on a meeting he had with the IRC and reiterated the need for continued outreach.

10:53 AM Eagle Island State Park – Director Langhorst

Zip Line Proposal – Keith Hobbs

Keith Hobbs first updated the Board on the proposed Zip Line. The lease is more complicated as there is a construction component that is not on our typical lease agreement. One area of concern is the gross percentage rate that determines the funds we receive for the operation in our park. Typically Board policy is set at 7% of gross receipts. The vendor has requested that IDPR adjust that percentage down.

The Board discussed the impacts of sticking to versus deviating from policy. The Board discussed the relative merits of a reclamation bond for EBL in particular and all large concessions in general.

BOARD MOTION: Ms. Buxton made a motion to bring the concession policy with regard to percentages back to the Board. The rationale is if IDPR is going to try and be creative, more flexibility may be needed in that policy. Mr. Hansen seconded the motion. Chairman called for a vote: Buxton – Aye, Doman – Aye, Hansen – Aye, McDevitt – Nay, Crimmins – Nay, Correll – Nay. 3 – Ayes, and 3 – Nays. **Motion failed.**

Gateway Proposal – Director Langhorst

Currently there is no progress from the Gateway concession at Eagle Island this year. Mr. Doman suggested having paperwork lined up for November.

Knife River – Director Langhorst

Director Langhorst discussed the Knife River contract at Eagle Island. The rate stated on the contract is \$2.26 per ton and the biggest factor is the distance to haul it in or out. IDPR has a 5-year lease with Knife River and the expiration date is April 30, 2016. Three options for this lease: Let it expire, get a new lease, or Knife River can request an extension. Director Langhorst drew attention to paragraph D, page 1 of attachment A, which reflects that IDPR did expect that gravel be removed. Another item of interest on page 3 of attachment A, which give the Board the authority to offer mineral leases outside of the Knife River leased area.

Regional Lift Station – Jim Thomas

IDPR is negotiating with Eagle Sewer district to put a lift station in the park. Staff is working with the National Park Service (NPS) to ensure that the lift station would not be considered a conversion. NPS needs to have the technical engineering analysis (completed 1.5 years ago) revised to include Land and Water Conservation language so that the public knows the project is partially funded by NPS. This project is proposed at roughly \$2 M and NPS wants it to read very clearly stated their portion is only equal to the cost associated with the park. IDPR staff is working with the Eagle Sewer District on an MOU to outline the NPS specifics and relative responsibilities. Staff recommends the Board direct IDPR staff to apply for a LWCF grant for the Eagle Island Sewer Project.

Public Forum

Rick Just, representing Friends of Idaho State Parks, spoke in support of IDPR applying for an LWCF grant for the Eagle Island State Park sewer project. Chairman called for this portion of the Public Forum closed.

BOARD MOTION: Mr. Hansen made a motion for IDPR staff to apply for a LWCF grant for the Eagle Island Sewer Project. Mr. Crimmins seconded the motion. Motion carried unanimously.

BOARD MOTION: Ms. Buxton made a motion to move the Executive Session to the end of the meeting. Ms. McDevitt seconded the motion. Motion carried unanimously.

12:20 PM Existing Conditions – Kevin Zauha

Kevin Zauha presented the breadth of technology throughout the parks. Several document displayed various types of communication and where that technology is located.

12:50 PM Recreation Spotlight / Recreation Vehicles – Director Langhorst

Director Langhorst introduced Mate Maitland. Mr. Maitland expressed support of the direction IDPR is headed with regards to recreation and noted that Director Langhorst had met with IRC and the progress being made.

1:20 PM Recreation Leadership – Director Langhorst

Director Langhorst emphasized the need for non-Recreation bureau staff members to be invested in Recreation activities or training. By educating staff members more on what the Recreation Bureau does, we will be better prepared to answer customer questions or address concerns.

1:50 PM Funding Source for Non-Motorized Trail Maintenance – Director Langhorst

Director Langhorst presented Dave Claycomb and introduced Andy Brunell from the Forest Service and Brad Smith from the Idaho Conservation League. All three discussed the importance and need for a funding source for non-motorized trail maintenance.

Dave Claycomb started the presentation off with a power point of lost motorized trails due to reduction of federal manpower or money. Andy Brunell followed Dave and passed out a handout to reflect trail miles from 2006 to 2014. This handout also showed the percentage of trails being maintained. Brad Smith followed Mr. Brunell's presentation with the idea of providing a funding source for non-motorized trail maintenance. Mr. Smith brought eight letters of recommendations from other organizations in support of providing a funding source for non-motorized trail maintenance. Mr. Smith requested to build a proposal with the support of IDPR Board to bring to legislation. Board Members encouraged the idea, but expressed the need to see the actual proposal before IDPR can support the legislation.

BOARD MOTION: Ms. Buxton made a motion to support IDPR with forward progress funding for non-motorized trail maintenance. Mr. Crimmins seconded the motion. Motion carried unanimously.

3:00 PM PUBLIC FORUM

BOARD MOTION: Mr. Hansen made a motion to enter Executive Session. Ms. Buxton seconded the motion. Motion carried unanimously.

Chairman directed roll call:

Correll – present
Doman – present
Buxton – present
Hansen – present
McDevitt – present
Crimmins – present

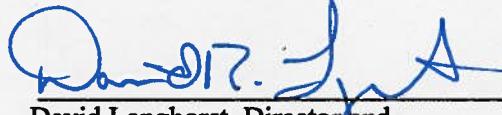
4:30 PM Director's Reports

- Program written reports
- Old business
- New business

BOARD MOTION: Ms. Buxton made a motion to adjourn. Mr. Hansen seconded the motion. Motion carried unanimously.



Charles Correll, Chair
Idaho Park and Recreation Board



David Langhorst, Director and
Ex-Officio Member of the Board

"Under authority of Idaho Code 67-2345. Executive sessions – When authorized. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body. An executive session may be held:

(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general;

"Public comments accepted consistent with the National Park Service's federal protection grant program as set forth in Land and Water Conservation Fund Act of 1965."

