

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Quarterly Board Meeting

August 9-11, 2022

Best Western Plus Ponderay Mountain Lodge

477326 Highway 95, Ponderay, ID 83852

Zoom Meeting Links:

Tuesday, August 9, 2022

<https://us02web.zoom.us/j/86369783799?pwd=UmVjNWVjWjNUTVV0d2RSVFMwczFwdz09>

Meeting ID: 863 6978 3799

Passcode: 279100

Thursday, August 11, 2022

<https://us02web.zoom.us/j/82079250924?pwd=Y2ZXMVUzakVnVkRuc2ZHVVZ3RHkzQT09>

Meeting ID: 820 7925 0924

Passcode: 402097

MINUTES

Tuesday, August 9, 2022

Call to Order - Chairman Beckley called the meeting to order and requested a roll call.

- Chairman Beckley - Present
- Board Member Fatkin - Present
- Board Member Black - Present
- Board Member Doman - Absent
- Board Member Roach - Absent
- Board Member Eastwood - Present

Also present during all or portions of the meeting either in person or on the phone were the following individuals:

- Susan Buxton, Director
- Troy Elmore, Operations Division Administrator
- Adam Zaragoza, Management Services Administrator
- Melanie Schuster, Interim Bureau Chief/Sr. Project Manager
- Kathy Muir, Grant Manager
- Tami Iasonides, Management Assistant
- David White, North Region Bureau Chief
- Keith Jones, Natural Resources Manager
- Theresa Perry, South Region Bureau Chief
- Craig Quintana, Public Information Officer
- Debbie Hoopes, Human Resources Officer
- Seth Hobbs, Registration & Reservation Program Manager
- Joy Vega, Deputy Attorney General
- Steve Martin, Financial Officer
- Lucas Wingert, Construction Manager
- Fraser Cameron, CEO - Aspira
- Graham Ballback, President, Parks & Wildlife - Aspira

- Susan Grant, VP, Client Services - Aspira

Welcome and Introductions / Chairman Beckley and Director Buxton

Chairman Beckley and Director Buxton welcomed everyone to the meeting.

Additions or Deletions to the Printed Agenda

The Chairman asked if there were any additions or deletions to the printed agenda., hearing none, he moved forward with the first agenda item.

Consent Agenda

- Approval of Minutes May 18, 2022

Mr. Fatkin moved to approve the minutes as written. Motion was seconded by Mr. Eastwood. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Director's Report & Legislative Update

Director Buxton reported on the following topics:

- **Strategic Plan**
The strategic plan reviewed by the Board at the May meeting was submitted after incorporating the Board discussion. With the public input coming in on the 2022 SCORP and our discussion on statewide outdoor recreation with other agencies and stakeholders, we will review the Strategic Plan at the November Board meeting.
- **Legislative Ideas**
We have submitted the legislative ideas and are working with the Governor's office, other interested agencies, stakeholders, and legislators. The performance management report has also been submitted to DFM and the Governor's office.
- **FY 2024 Budget**
The budget has been reviewed and we are still working with DFM, DHR and the Governor's office for its submittal by September 1 and any changes they may have. Met with the Girl Scouts at Eagle Island and joined them on a nature walk. Director Buxton spoke about the importance of the interpretation programs at the parks.

FY 2024 Budget - Steve Martin

Mr. Martin gave a brief update on where IDPR ended up with the FY 2022 budget and an overview of the FY 2024 budget, which is nearly identical to the "draft" proposal presented to the Board in May, with the addition of \$500,000 in General Funds to complete the construction of the Trail of the Coeur d' Alenes maintenance shop. This will be submitted as a supplemental request to our FY 2023 budget as requested by DFM. The Board discussed the \$500,000 and Director Buxton described her concerns that more money may be necessary to move and construct a building on the new Smeltonville site that may need employee housing given the lack of housing in the Silver Valley and the difficulty to recruit and retain employees for IDPR in that area.

Mr. Fatkin moved to approve staff recommendation to change the request for the Trail of the Coeur d' Alenes shop to add an additional \$500,000 to consider options for seasonal housing. Motion was

seconded by Mr. Eastwood. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Grant Advisory Committee Appointments - Kathy Muir

Ms. Muir gave a brief summary of the (10) citizen advisory committee positions to be appointed as well as staff recommendations. Ms. Muir asked the Board if they would rather vote on the item as a whole rather than each position individually.

Mr. Fatkin moved to nominate and appoint committee members to the appropriate committees from the applicant list provided. Motion was seconded by Mr. Black. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Final SCORP - Craig Quintana

Mr. Quintana provided background information on the Statewide Comprehensive Outdoor Recreation Plan (SCORP), which details the opportunities and trends for recreating outside in Idaho. The SCORP must be updated every five years. The draft plan was placed on IDPR's website for public review and comment on June 17, 2022, which generated a number of comments. The public participation opportunity was advertised on the department's social media channels and through a news release, generating media coverage. The National Park Service reviewed the document and indicated the document met applicable requirements.

Mr. Eastwood moved to approve the document, which will be forwarded to the Governor's office for signature and filed with the National Park Service. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Aspira Presentation - Fraser Cameron-CEO, Susan Grant-VP Client Services, Graham Ballbach-President, Parks & Wildlife

Aspira, the reservation and registration vendor for IDPR, has had several changes to the program in the last three years. Representatives provided a presentation showing the future features of their service, some new features and data.

RECESS FOR TOUR OF PRIEST LAKE STATE PARK ON AUGUST 10, 2022.

Thursday, August 11, 2022

Call to Order - Chairman Beckley called the meeting to order and requested a roll call.

- Chairman Beckley - Present
- Board Member Fatkin - Present
- Board Member Black - Present
- Board Member Doman - Absent
- Board Member Roach - Present
- Board Member Eastwood - Present

Easements vs License Agreements - Director Buxton/Joy Vega, DAG (Information Only)

Director Buxton provided information regarding IDPR's many easements, rights of way, licenses and related agreements allowing access over or to IDPR property. Staff has been managing these different agreements across the state. More uniformity in the type of permission/expectations/enforcement and

execution is a goal for the leadership team in conjunction with the Attorney General's office. Director Buxton stated that revocable licenses rather than enforceable easements may be best and asked for the Board's opinion, added that there is currently no Board policy. Board members and staff agreed that having the ability to choose on a case-by-case basis was the preferred method of handling currently. Ms. Vega added that all are still a contract and can be enforced.

DEQ Land Transfer - Adam Zaragoza

Mr. Zaragoza provided a background and update on the Trail of the Coeur d' Alene's maintenance shop and Idaho DEQ land gift to IDPR. IDPR staff have been working with IDEQ on options for relocation of the maintenance shop. IDEQ identified a nearby 4.6-acre parcel near the Trail of the Coeur d' Alenes in the city of Smelterville, Shoshone County, Idaho that it has no use for. IDEQ's director has authority to deed the parcel to the Board. IDPR would acquire the parcel in exchange for a nominal dollar amount (\$1.00) paid to IDEQ, and IDPR's agreement that the existing shop will be vacated as soon as an additional appropriation for and construction of the new shop occurs, ideally by December 31, 2024. Ownership of the property would revert to IDEQ if IDPR does not perform within ten (10) years.

Mr. Roach moved to authorize the Director to sign the Property Acquisition Agreement. Staff further recommends that upon receipt of the executed Quitclaim Deed that the Board accept parcel RPF0000358750A as real property owned and managed within the Idaho Parks and Recreation System. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion, hearing none, the Chairman called for a roll call vote on the motion. Motion carried unanimously.

Safe Boat Rule Repeal - Seth Hobbs

Mr. Hobbs provided information regarding House Bill 519. The Bill was approved during the 2022 Legislative session and moved all IDAPA 26.01.30 Idaho Safe Boating Rules to Idaho statutes in Title 67 Chapter 70, effective 07/01/2022. This made IDAPA 26.01.30 unnecessary and should be removed in accordance with the Governor's Red Tape Reduction Act.

Mr. Black moved that the board approve the temporary and proposed rule rescinding IDAPA 26.01.30, Idaho Safe Boating Rules, effective 01 October 2022, as detailed in the Notice of Temporary and Proposed Rules. Motion was seconded by Mr. Eastwood. The Chairman asked for further discussion, hearing none, he asked for a roll call vote on the motion. Motion carried unanimously.

Legislative Ideas - Seth Hobbs

Mr. Hobbs provided an update on the legislative ideas that IDPR staff and Director Buxton have recommended to the Governor's Office that will meet the Governor's Red Tape Reduction Act, enhance registration operations, protect IDPR and increase IDPR vendors. The proposed legislation is due to DFM by August 12, 2022.

Thousand Springs Campground Tier Approval - Seth Hobbs

Mr. Hobbs provided background information on the tier pricing model for all parks with camping units that was approved during the May 2019 Board meeting. At that time there was no campground at Thousand Springs, and the Pink House at Thousand Springs and the Schafer Cabin at Priest Lake are being remodeled for nightly use and nearing completion; all three need to have tier/pricing established.

Mr. Fatkin moved that the Board approves the proposed tier structure placing Thousand Springs State Park into Tier B. Motion was seconded by Mr. Black. The Chairman asked for further discussion, hearing none, he asked for a roll call vote on the motion. Motion carried unanimously.

Mr. Fatkin moved that the Board set the nightly rate for the Pink House at Thousand Springs State Park at one hundred dollars for residents and one hundred and ten dollars for non-residents. Motion was seconded by Mr. Roach. The Chairman asked for further discussion, hearing none, he asked for a roll call vote on the motion. Motion carried unanimously.

Mr. Fatkin moved that the Board set the nightly rate for the Schafer Cabin at Priest Lake State Park at three hundred dollars for residents and three hundred and thirty dollars for non-residents. Motion was seconded by Mr. Eastwood. The Chairman asked for further discussion, hearing none, he asked for a roll call vote on the motion. Motion carried unanimously.

Winter Recreation Program Fees - Troy Elmore

Mr. Elmore provided information on the current winter recreation program fees and stated that the fees for this program have not been adjusted for many years. Mr. Elmore recommends that the Board approve moving the fees to the current maximum in IDAPA rules.

Mr. Fatkin moved that current winter access fees be adjusted to the maximum cap allowed in IDAPA for Winter Access Programs for state parks participating in the program. Motion was seconded by Mr. Eastwood. The Chairman asked for further discussion, hearing none, he asked for a roll call vote on the motion. Motion carried unanimously.

Program Reports

- **Operations** - Troy Elmore provided information on his attendance at the Thousand Springs Visitor Center Dedication, the Owyhee County Commissioners meeting, the RMSPEC Conference in Ashland, NE, and the NPS Minidoka Relocation Center 80-year ceremony. He also attended the Governor's Trail Ride which is the first time Parks and Recreation has been asked to attend.
- **Rec Bureau** - David Claycomb provided a brief update on recent activities in the boating and trails programs. A new Boating Program Supervisor was hired in June, Phoebe Wallace.
- **Communications** - Craig Quintana provided information regarding the off-leash pilot program, IDPR's social media presence, the SCORP as well as other media and outreach items.
- **Fiscal** - Steve Martin provided information on closing the book on 2022 in a good position and all is well for the upcoming budget year.
- **East Region** - Garth Taylor stated that the parks have been really busy, and the heat has not slowed camping. Land of the Yankee Fork has a new Manager two ranger positions open. Harriman State Park also has a ranger position available. Mr. Taylor stated that the reservation system at Bear Lake is going well and staff is currently looking at various locations around East Idaho for new sites for camping.
- **Development Bureau** - Melanie Schuster provided an update on ARPA and the
- **Human Resources** - Debbie Hoopes provided an update and the benefits of the HR modernization. Ms. Hoopes has been working on internships for Communications, Harriman SP, and Land of the Yankee Fork. Ms. Hoopes provided an update and hiring and stated that there are several new employees therefore HR is working on putting together a new employee orientation in the fall as the last one took place in 2019.

- Management Services - Adam Zaragoza has been working closely with Joy Vega, Senior Deputy Attorney on land use and other agreements that he hopes to bring to the Board in the near future. Mr. Zaragoza has been working with other agencies in regard to staff housing and provided an update on Ashton Tetonia Trail.
- North Region - David White provided information on some of the impacts of the changes in non-resident fees, stated that there are a number of staff changes in the region, and stated that there are multiple great projects going and many getting close to completion which is exciting.
- Natural Resources Program - Keith Jones provided an update on all the natural resources related projects going on at multiple parks. Mr. Jones provided information on the updated draft of the existing MOU for our shared forester positions, as well as the interagency timber management MOU which was created and shared with agency heads for review. Mr. Jones is currently working with IDL on the shared stewardship program.
- South Region - Theresa Perry has been working with Troy Elmore and Region Managers on the budget, Concession Agreements, marina proposals, and community outreach. Ms. Perry provided some park updates with current and completed projects. Theresa provided information on her visit with Senator Risch and park staff at Ponderosa State Park.

Public Comment

The Chairman asked for public comment and asked if member of the public, Sandra Mitchell, had any comments or questions. Ms. Mitchell stated that she had no questions but thanked everyone for allowing her to participate and thanked IDPR and the Board for all that they do.

Executive Session - Personnel, Real Property, Legal - Action Item

Mr. Roach moved to go into Executive Session under Idaho Code 74-206 (b) "To consider the evaluation, dismissal or disciplining of or to hear complaints or charges brought against a public officer, employee, staff member or individual agent or public-school student," (c) "To acquire an interest in real property not owned by a public agency," (f) "To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement." Motion was seconded by Mr. Black. The Chairman called for a roll call vote. Motion carried unanimously.

Open Session

The Board resolved out of Executive Session by unanimous consent at 10:12 AM. No decisions were made during the Executive Session.

Mr. Fatkin moved to adjourn the meeting. The meeting was adjourned at approximately 10:15 AM



Chairman Brian Beckley
Idaho Park and Recreation Board



Susan E. Buxton, Director
Idaho Department of Parks and Recreation