

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Quarterly Board Teleconference

IDPR Headquarters

February 24, 2021

Boise, Idaho

▪ AGENDA

▪ Thursday, February 24, 2021

- Call to Order – Chairman Beckley called the meeting to order at 9:02 A.M. The Chairman requested Ms. Mills to conduct a roll call.
 - Board Member Beckley - Present
 - Board Member Fatkin- Present
 - Board Member Black- Present
 - Board Member Doman – Present (joined the call at 9:30 AM)
 - Board Member Roach – Present
 - 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 – Interim Director

Betty Mills – Management Assistant to the Director's Office

Troy Elmore – Operations Division Administrator

Anna Canning – Management Services Administrator

David White – North Region Manager

Garth Taylor – South/East Region Manager

Steve Martin – Fiscal Officer

Craig Quintana – Public Information Officer

Seth Hobbs – Registration/Reservation Program Manager

Adam Zaragoza – Development Bureau Chief

Debbie Hoopes – Human Resource Manager

Kathy Muir – Grants Management Supervisor

Joel Taylor – Office Services Supervisor 2

Steve Strack – Deputy Attorney General

Matthew Reiber – Department of Financial Management

LeAnn Stephens – Division of Human Resources

Rick Just – Friends of Idaho State Parks

Sandra Mitchell – Executive Director, Idaho Recreation Council

Stephanie Day – Founder and Executive Director of Roots Forest School

Welcome and Introductions.

Chairman Beckley welcomed everyone to the ZOOM meeting today.

Additions or Deletions to the Printed Agenda

Ms. Buxton requested that times not be included on the agenda going forward.

MOTION: Mr. Fatkin moved to amend the agenda and remove the timeframes. 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.

Consent Agenda Items – Action Item

- Approval of Minutes
 - November 13, 2020
 - December 10, 2020
 - January 15, 2021
 - January 28, 2021
 - February 2, 2021

MOTION: Mr. Fatkin moved to approve the minutes as written with one correction, to mark Mr. Eastwood present for each of these meetings. 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.

- Group Use Permit
 - Eagle Island State Park – Garth Taylor
Mr. Taylor explained the reason this event has come before the Board is due to them wishing to sell alcohol at this event.

Mr. Fatkin moved to approve the Group Use Permit. 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.

Management Agreement for Lake Cascade State Park with the Bureau of Reclamation and Middle Snake Field Office.

Mr. Taylor and Mr. Martin gave a brief description of this agreement and the cost sharing and administrative costs involved between IDPR and the Bureau of Reclamation. The Board requested for Mr. Martin to put together a financial schedule, so they better understand the impact of this long-term agreement, prior to approving this agreement. Mr. Martin will put together a report of expenditures from the past few years and project out over the next five-year period, as to what this would look like. Steve will coordinate this with Director Buxton and present this at an upcoming Board meeting.

Ms. Roach moved that the Board table this matter until the next meeting. 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.

Director's Report

The Director reported on the following items:

- **FY 2021 Supplemental Budget Request to JFAC**
The Director reported that this Supplemental will be back on the floor at 11:00 AM today. We did receive a unanimous vote from those on the floor at JFAC. The projects listed can go into construction and procurement immediately and are emergent.

- \$240,000 for the Sheridan Property Acquisition at Castle Rocks State Park
 - \$250,000 for Idaho Centennial Trail Improvements
 - \$650,000 for Heyburn Rocky Point Lodge Remodel
 - \$250,000 for Land of Yankee Fork – Bayhorse Rehabilitation
 - \$950,000 for replacement of the Bruneau Dunes Observatory
 - \$360,000 to complete COVID remediation projects at Bear Lake and Priest Lake
 - \$300,000 for underfunded projects at Harriman, Ritter Island, Castle Rocks
 - Ashton Tetonia Trail and Statewide Septic Repairs
- **FY 2022 Budget Request to JFAC**
IDPR presented the FY 2022 budget request to JFAC on February 12, 2021. The presentation reviewed our performance management report and new line-item requests for the upcoming year. The Director's presentation focused on being able to leverage staff time and attention to obtain \$1.2 million in CARES Act Funds and to put that money into parks throughout the state. The IDPR FY22 Budget was passed unanimously by JFAC with a due pass recommendation.
 - **Legislation**
IDPR is monitoring several pieces of legislation.
 - HB 93 regarding increased fees for out of state residents.
 - HB 86 regarding revised snowmobile and off-highway vehicle regulations.
 - HB 25 regarding repeal of 9 outdated sections of Idaho Code related to state parks.
 - Looking at possible legislation for FY22 to address liability at parks and for recreation purposes which will need collaboration with State Risk Management and the Cities and County Associations.
 - **IDPR Rules**
Both the Senate and House committees have approved our omnibus fee rules. All that remains is for the full legislature to approve the rules package prior to *sine die*.
 - **Ritter Island**
On January 29, 2021, the dedication of the Ritter Island Bridge and Steven Groves bench commemoration was held. There were approximately 50 attendees and great coverage in the Times-News. Board Member Roach spoke and provided information about Ritter Island, Thousand Springs, and the batholith.
 - **IDPR Respectful Workplace Training**
Director Buxton provided this training to all IDPR employees on February 11, 2021. The training was held via a Zoom meeting and out of 158 current IDPR employees, we had approximately 141 attend the training. During the training, we also reviewed Medallia's results for the IDPR 2020 Staff Survey.

Director Buxton stood for questions.

Hoo Doo Property Sale – David White

Mr. White provided background information on this property and explained the negotiations between ITD and IDPR that led to staff recommendation to sell the Hoo Doo property to ITD.

Mr. Eastwood moved to approve the sale of the Hoo Doo property to ITD and allow staff to clean up this conversion. Motion was seconded by Mr. Doman. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

FY 2021 2nd Quarter Financial Report – Steve Martin

Mr. Martin reported on the second quarter financial reports for FY 2021. He stated that the information presented reflects an overview of the department's revenues, expenditures, and cash balances along with a summary of the Passport Program. Mr. Martin stood for questions.

Grant Subcommittee Recommendation to the Board – Board Member Eastwood

Mr. Eastwood provided an update on where the Subcommittee is at this time. He stated that the subcommittee wanted to look at questions that have been raised by some of our counties. The subcommittee reviewed all IDPR's grants and what was most important. They hope to resolve long standing issues that have been going on for years.

The Grants Subcommittee has a three-prong recommendation.

1. Establish consistent match standards.
2. Propose a new program regarding a 1st Time Applicant Reduction of Standards.
3. Recommends a change to the existing grant process to provide the Board with a risk assessment of applicants prior to the Board decision of grant awards.

Mr. Eastwood moved to direct staff to fold the standards and programs as presented to the Board by the Grant Subcommittee and include those additional values on the things that we talked about, regarding the impact of implementing the changes into the grant program, and to present the detailed proposal to the Board at their May Quarterly Board meeting. Motion was seconded by Ms. Roach.

Mr. Eastwood amended his previous motion and moved to direct staff to fold the standards and programs as presented to the Board by the Grant subcommittee into the appropriate IDAPA rules and Department policies and to present the detailed proposal to the Board at their May Quarterly Board meeting and include the analysis that was requested.

Mr. Eastwood also moved that the Board have the Director petition the Governor to change Idaho Code Section 57-1501 to remove the standard that grants may not be used to construct improvements in any county of the state without the approval of the applicable county waterways committee. Motions were seconded by Ms. Roach. The Chairman asked for further discussion. Mr. Black asked for clarification on the motion, and whether it was one motion or two. Chairman Beckley stated it was two motions. The Chairman called for a vote on the motion. Motion carried unanimously.

Ms. Canning asked if the Board objected to her seeking permission to repeal and replace rather than showing underlining and strike out? Director Buxton stated that there is a timeframe for us to submit proposed rules to DFM and at that time, they will determine if it is acceptable or not. There is a process for this, and we will keep the Board apprised of where they are within that process.

Program Reports

Communications – Mr. Quintana stated communication is getting out on IDPR's record visitation over the past year. The Ritter Island Event was well attended. The Groves family very much appreciated the bench that was donated in memory of their son, Steven, past IDPR employee.

Development – Mr. Zaragoza reported that the Ritter Island Bridge project is complete. Other projects being worked on include the build out of the campground at Round Lake, Heyburn campground renovation, and Henry's Lake Campground renovation. Challenges we are seeing are the construction prices continue to soar, 30-40% increase. CARES ACT Funds projects, the contractors are ready to finish those projects when the weather allows.

Operations – Mr. Elmore reported that the Boating department has seen a record number of new participants in classes. The Non-Motorized Trails program implemented a new sticker and the sale of these will help with funding for this department. We have sold around 1,500 stickers to date.

Public Comment Period

Ms. Stephanie Day, the Founder and Executive Director of Roots Forest School, based in Ponderosa State Park, provided information about their school. Ms. Day stated that Roots is a non-profit nature-based preschool serving children ages 1-5 years. The school opened in Ponderosa in 2015. 70 children are served each year with the students attending class in the park weekly from September – May. Most of their class time is spent outdoors exploring the forests trails, and shoreline of Ponderosa, or learning and playing in the outdoor classroom they have set up in the forest. Ms. Day stated there is a real need for environmental education for young children and to develop future stewards. One of their goals is to immerse children in our local environment, instilling the value of stewardship in them from a young age. The hope is that these young children will grow up and be advocates for all our state parks and public lands. Ms. Day thanked the Board for being open to programs like theirs in the State Parks and for providing this opportunity for children in Idaho.

Ms. Sandra Mitchell, Executive Director, Idaho Recreation Council spoke on behalf of the motorized group, and said she is looking forward to working with Director Buxton. Ms. Mitchell stated that the motorized community is very concerned about the process of purchasing their stickers and have given up attempting to purchase them online and are riding without them. Ms. Mitchell stated they have lost vendors all over the state who were selling stickers, which has made it more difficult for this group to purchase them. She stated they will continue to work with IDPR but wanted us to know the sticker process is not getting easier, and the problem is not going away.

Interim Director Buxton stated that when she is onboard full time at IDPR, she will make this issue a top priority and will elevate this to the highest level within the state to make this process easier for all our customers.

Executive Session

Mr. Eastwood moved to go into Executive Session under Idaho Code 74-206 (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. The Chairman called for a roll call vote.

- Board Member Beckley - Yes
- Board Member Fatkin- Yes
- Board Member Black- Yes
- Board Member Doman – Yes
- Board Member Roach – Yes
- Board Member Eastwood -Yes

The Board came out of Executive Session at 12:42 P.M.

No decisions were made. The offer for the IDPR Director position and all the terms were accepted by Ms. Buxton. Ms. Buxton's start date with IDPR will be on April 19, 2021.

Ms. Roach moved to adjourn the meeting. The motion was seconded by Mr. Fatkin. Meeting was adjourned at 12:43 P.M.

A handwritten signature in black ink, reading "Brian Beckley", written over a horizontal line.

Brian Beckley, Chairman
Idaho Park and Recreation Board

A handwritten signature in blue ink, reading "Susan E. Buxton", written over a horizontal line.

Susan E. Buxton, Interim Director
Ex-Officio Member of the Board