

IDAHO DEPARTMENT OF PARKS AND RECREATION
“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”
Board Meeting
February 26-27 2013
Idaho Dept Parks and Recreation Headquarters
Boise ID 83716

Tuesday February 26, 2013

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| Noon | Call to Order
Working Lunch |
| 12:01 p.m. | Welcome Guests |
| 12:02 p.m. | Additions or Deletions to the Printed Agenda |
| 12:08 p.m. | Consent Agenda |
| 12:16 p.m. | Approval of Changes to Board Policy <ul style="list-style-type: none">• Cancellation Policy for Idaho City Yurts• ADA Campsite Management |
| 12:22 p.m. | Review of Idaho Horse Expo Tour |
| 12:45 p.m. | Recreational Vehicle Registration Discussion |
| 2:22 p.m. | Board Resolution Regarding Uniform Citations |
| 2:26 p.m. | Farragut Shooting Range Use Fees |
| 2:55 p.m. | FY 2013 2nd Quarter Financial Report |
| 3:07 p.m. | Duties and Responsibilities for DFM in Relationship to IDPR Board |
| 3:28 p.m. | Staff Reports |
| 5:00 p.m. | Recess |
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Wednesday February 27, 2013

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| 8:00 a.m. | Call meeting to order |
| 8:05 a.m. | Cont'd Staff Reports |
| 11:30 a.m. | Working Lunch |
| 12:30 p.m. | Depart for Capital |
| 1:30 p.m. | Meet with Senate Resource Committee to Discuss Overview of Agency |
| 3:00 p.m. | Adjourn |

Chairman Crimmins called the Board meeting to order at noon on February 26, 2013 at the IDPR headquarters, Boise, Idaho with the following Board members in attendance:

Randy Doman, Cottonwood
Susan Buxton, Boise
Charles Correll, Jerome
Jean McDevitt, Pocatello
Bob Hansen, Menan (In attendance for February 26th only)

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
Steve Martin, Fiscal Officer
Dave Claycomb, Recreation Resources Bureau Chief
Garth Taylor, South East Region Manager
David White, North Region 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
Megan Godwin, Project Coordinator
Eileen Downing, Administrative Assistant
Bonnie Butler, Governor's Liaison Natural Resources
Jani Revier, DFM Administrator
Matt Orem, Senior Financial Management Analyst

12:02 p.m. Changes to the Agenda Ms. Buxton made a motion to change the agenda accordingly. The time following the DFM presentation will be allotted to the Board members who toured the Idaho Horse Expo. Also, to change the agenda on Wednesday, February 27th at 8:30 a.m. to have Mr. Thomas include the Eagle Island Report in his Development report. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. The motion was carried unanimously.

12:08 p.m. Consent Agenda

Minutes

Mr. Hansen asked that the November 14th Board minutes be changed so that the following statement be struck from the minutes:

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.

Ms. Buxton asked that the minutes of January 7, 2013 be corrected to reflect her absence from the meeting.

12:15 p.m. Mr. Hansen moved to approve the Consent Agenda items as amended including the minutes of Board meetings, Eagle Island Experience Group Use Permit and the Trout Unlimited Group Use Permit. Mr. Doman seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. The motion was carried unanimously.

12:16 p.m. Approval of Changes to Board Policy

Cancellation Policy for Idaho City Yurts: Department Staff recommended the park board direct staff to proceed with applying the "Park Board Designated Special Use Campsites and Facilities" cancellation policy to the Idaho City Yurts. Specifically to charge short term cancellations i.e. those that occur 21 days or fewer prior to arrival a cancellation fee that is equivalent to the first nights use fee. Additionally, department staff recommended the Park Board direct staff to apply a cancellation fee of \$10 for cancellations that occur, greater than 21 days prior to arrival for the Idaho City Backcountry yurts.

12:20 p.m. Mr. Hansen moved to approve the Board Policy changes as presented. Mr. Correll seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. The motion was carried unanimously.

12:22 p.m. Mr. Doman moved to amend the agenda to discuss the tour of the Idaho Horse Expo. Mr. Hansen seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. The motion was carried unanimously.

12:23 p.m. Discussion of the tour by Board members Correll, Hansen, and Doman followed.

12:45 p.m. Recreation Vehicle Registration Discussion

Mr. Strack updated the Board regarding the statute for vehicle registration. He referred to the three tiers:

- Licensing
- Registration
- Titling

The statute anticipates that there is going to be communication between the three tiers. However, there is nothing that says you have to have a connection between computer systems. He said that it is not the legislator's duty to instruct how the data is shared. IDPR needs to be able to access this information in order to register vehicles.

Discussion followed the efficiency and security as well as the available options.

2:22 p.m. Board Resolution Regarding Uniform Citations

Staff recommended the approval of the resolution of the Idaho Park and Recreation Board regarding the amendment of the Idaho Infraction Rule 5 to authorize service of uniform citations for parking violations within Idaho State Parks by affixation to the illegally parked vehicle (*see Attachment 1*).

Discussion followed.

2:25 p.m. Ms. Buxton moved to approve the resolution as presented. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. The motion was carried unanimously.

2:26 p.m. Farragut Shooting Range Use Fees

To accomplish the overall Farragut Shooting Range Mission and ensure the ongoing safe operations and management of the range, staff recommends the Board implement fee maximums allowing IDPR/IDFG staff to adjust fees as operations are evaluated and as deemed necessary to address marketing needs and seasonal use of the range as well as improvements to the range including access as identified below:

Farragut Shooting Range Maximum Fees*:

1. Annual firearms range fee, \$40/calendar year.
2. Per person firearms range fee, \$7/day.
3. Annual archery range fee, \$40/calendar year.

4. Per person archery range fee \$7/day.
5. MVEF will apply when vehicle access is through the park and not off of the Perimeter Road.
*\$5 replacement fee for an annual permit for shooting or archery range use.

Discussion followed.

2:46 p.m. Mr. Hansen moved to accept the fees for Farragut State Park shooting range. Ms. Buxton seconded the motion for discussion.

The Chair asked for further discussion. Board discussion followed. The Chair called for a vote on the motion. Hansen-aye, Correll-aye, McDevitt-nay, Buxton aye, Chair-aye, Doman-nay. Motion approved. Ms. McDevitt requested to change her vote to aye.

2:50 p.m. Ms. Buxton moved to reconsider the motion. Mr. Doman seconded the motion. Discussion followed. The Chair called for a vote on the motion. Hansen-aye, Correll-aye, McDevitt-nay, Buxton aye, Chair-aye, Doman-aye. Motion approved.

2:53 p.m. Ms. Buxton moved to set the maximum fees for annual firearm fee \$50.00 per calendar year, \$10.00 per person firearms per day, annual archery range fee \$50.00 per calendar year, \$10.00 per person archery range per day and \$5 replacement fee for an annual permit for shooting or archery range use. Mr. Doman seconded the motion. Discussion followed. The Chair called for a vote on the motion. Motion approved.

2:55 a.m. Review of IDPR's FY 2011 2ndQuarter Financials

Mr. Martin presented the FY 2013 2nd Quarter Financial Statement to the Board.

Discussion followed. No approval required.

3:07 p.m. Duties and Responsibilities for Department of Financial Management (DFM) in Relationship to IDPR Board

Ms. Revier discussed the process in which the DFM budget is set.

Discussion followed.

3:27 p.m. Ms. McDevitt moved to move the agenda items scheduled for presentation on Wednesday February 27th to February 26th. Mr. Hansen seconded the motion. The Chair called for a vote on the motion. Motion approved.

3:28 p.m. Reports

The following reports were presented:

- Deputy Attorney General
- Deputy Director
- Fiscal
- Development

4:15 p.m. Ms. Buxton moved to direct staff to seek options to House Bill 116 addressing administration fees and identifying fiscal impact to IDPR if the agency has to undertake its own actions to comply with the law in order to use the ITD's systems. Mr. Doman seconded the

motion. Discussion followed regarding working with the Governor's office on this issue. The Chair called for a vote on the motion. Motion approved.

4:29 p.m. Recess

Wednesday February 27, 2013

8:06 a.m. Chairman Crimmins called the meeting to order.

8:08 a.m. Cont'd with Reports

- North Region
- South Region
- Natural Resources
- Recreation Bureau
- MIS
- Human Resources
- Communication
- Event
- Comprehensive Planning
- Reservations
- Board Members

11:15 a.m. Working Lunch


Continuation of reports

1:30 p.m. The Board members met with Senate Resource Committee to discuss a general overview of the IDPR agency.

3:00 p.m. Meeting adjourned.



Tom Crimmins, Chair
Idaho Park and Recreation Board



Nancy Merrill, Director
and Ex-Officio Member of the Board

