Tuesday February 26, 2013

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
- 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

2:25 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

Wednesday February 27, 2013

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
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 recommended 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 2nd Quarter 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