

IDAHO DEPARTMENT OF PARKS AND RECREATION
“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”
BOARD MEETING MINUTES
August 26-27, 2015
Best Western McCall
211 S. 3rd St. McCall, ID 83638

Minutes – Wednesday, August 26, 2015

Call to Order – Chairman Correll

Chairman Correll called the Board meeting to order at 9:05 AM MST, August 26, 2015. The Chairman directed a roll call. Board Members in attendance were:

Charles Correll
Tom Crimmins
Robert Hansen
Randy Doman
Susan Buxton
Pete Black

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

David Langhorst – Director
Betty Mills – Management Assistant to the Director
Keith Hobbs – Operations Administrator
Anna Canning – Management Services Administrator
Garth Taylor – South/East Region Manager
David White – North Region Manager
Jennifer Okerlund – Public Information Officer, Sr.
Jim Thomas – Development Bureau Chief
Steve Martin – Fiscal Officer
Dave Claycomb – Recreation Resource Bureau Chief
Kathy Muir – Grant Management Supervisor
Debbie Hoopes – Human Resource Officer
Tammy Kolsky – Reservation Program Manager
Richard Taplin – Ponderosa State Park
Theresa Perry – Lake Cascade State Park
Dennis McLane – Friends of Idaho State Parks
Jonathan Stiehl – TroutHunter’s
Katherine Kirk – Idaho Heritage Trust
Frederick Walters – Idaho Heritage Trust

Additions or Deletions to the Printed Agenda

Mr. Hansen made a motion to add Board elections for Chairman and Vice Chairman during the New Business portion of the agenda on August 27, 2015. Ms. Buxton seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Mr. Hansen made a motion, requesting clarification on the Shoshone Indians camping requests and for this to be included in the Directors Report. Mr. Doman seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

June 25, 2015 and July 23, 2015 Meeting Minutes – Chairman Correll

Ms. Buxton made a motion to approve the minutes from the June 25, 2015 and July 23, 2015 Board meetings. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Group Use Permit – Garth Taylor

Mr. Doman made a motion to approve the Group Use Permit for the Lucky Peak Concession. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

Park Manager Update

Ponderosa State Park - Richard Taplin

Mr. Taplin provided the Board with a PowerPoint presentation of Ponderosa State Park, including the history of the park and current conditions. Mr. Taplin shared his concerns regarding the condition of the buildings on the Kokanee Cove property, located within Ponderosa Park. Board and staff discussion followed. Director Correll reminded the Board that Ponderosa is one of IDPR's 30 parks and we need to treat all parks the same pertaining to their requests for funding park improvements. Board and staff discussion followed.

Lake Cascade State Park - Theresa Perry

Ms. Perry thanked the Board for inviting her to present at the meeting. Ms. Perry provided the Board with a PowerPoint presentation of Lake Cascade State Park. Ms. Perry provided a list of amenities offered to campers at each of the camp sites within Cascade Park. Ms. Perry shared how Lake Cascade participates in the Interpretive Program. Ms. Perry stated they partner with many different people and organizations to be able to assist with the interpretive program. Funds for this program come from the parks own funding and there is always a need for additional money in this area. Board and staff discussion followed.

Grant Advisory Committee Appointments – Kath Muir

Ms. Muir provided updated documentation to the Board; she explained the process and offered a suggestion on how to move forward with this process. Board and Staff discussion followed.

Ms. Buxton made a motion to appoint Debbie Evans, Brad Foltman and Jack Olney to the RV Committee. Motion was seconded by Mr. Doman. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

Mr. Correll made a motion to appoint Kathleen Goodwin, Justin Harrison and Lamar Waters to the WIF Committee. Motion was seconded by Mr. Crimmins. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

Ms. Buxton made a motion to appoint Larry White to the Motorbike/ATV ORMV Committee, Bernie Hermann and Bob Stantus to the Snowmobile ORMV Committee and Scott Calhoun and Donna Whitham to the Non-Motorized ORMV Committee. Motion was seconded by Mr. Hansen. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

Mr. Crimmins made a motion to appoint Alan Crocket to the RTP Hiking Committee, Tom Wuest to the RTP Motorbike Committee, Natalie Bartley to the RTP XC Skiing Committee, Martin Poxleitner to the RTP Snowmobiling Committee, Bill Freelove to the RTP Disabled Committee and Breann Westfall to the RTP Water Trails Committee. Motion was seconded by Mr. Hansen. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

Trail of The Coeur d'Alene's Commission At-Large – David White

Mr. White recommends that the Board nominate and appoint Morris Cavabar as IDPR's at-large member to serve on the Trail of the Coeur d'Alene's Commission for the next two years.

Mr. Crimmins moved to accept staff recommendation and appoint Morris Cavabar as IDPR's at-large member to serve on the Trail of the Coeur d'Alene's Commission for the next two years. Motion was seconded by Mr. Hansen. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

Salary Plan and Seasonal Pay Update – Debbie Hoopes

Ms. Buxton moved to reschedule this discussion to the November 2015 meeting. Motion was seconded by Mr. Doman. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Tour Lake Cascade State Park and Horse Thief Reservoir

The Board and IDPR staff toured Lake Cascade State Park and Horse Thief Reservoir. The Board also visited a potential site for the new park headquarters building, adjoining Kelly's White Water Park.

Ms. Buxton moved to adjourn the meeting until tomorrow morning. Motion was seconded by Mr. Black. The Chair called for a vote on the motion. Motion carried unanimously. The meeting was adjourned at 5:17 P.M.

Minutes – Thursday, August 27, 2015

Call to Order – Chairman Correll

Chairman Correll called the Board meeting back into session at 9:00 AM MST, August 27, 2015.

Proposed Rules – Anna Canning

Ms. Canning provided a short PowerPoint presentation on the Proposed Rules for Cooperator Recognition and Sale of Advertising. Ms. Canning stated that no one attended the Open Meetings that were scheduled for the public to provide comments related to these rules. Ms. Canning stated the only questions at this point have come from DFM. Ms. Buxton stated it would only be fair for the Board to understand why DFM wants to remove the full phrase on naming rights. Ms. Buxton would like to discuss this topic with DFM and feels the Board should table this request to either amend or approve the proposed rules until that time. Ms. Buxton stated she will not vote to approve rules that take away from the Board's current authority. Board and staff discussion followed.

Ms. Buxton moved to table this agenda item at this time and move it to another meeting in hopes of being able to discuss this topic with DFM. Motion was seconded by Mr. Hansen. Board and staff discussion followed.

Ms. Buxton and Mr. Hansen withdrew their motions. Further Board discussion followed.

Ms. Buxton provided her suggested changes on the proposed rules. Ms. Canning will make all of the edits Ms. Buxton proposed during the meeting and provide a second set of rules with the suggested changes and edits from DFM. Ms. Canning will then send both sets of proposed rules to the Board for review by Friday, August 28, 2015. A Board Teleconference will be scheduled by Ms. Mills for September 3, 2015 at 9:00 AM to vote on the updated Proposed Rules. Board and staff discussion followed.

FY15 Q4 Financial Statements – Steve Martin

Mr. Martin provided a review of the financial statements for the Board. Mr. Martin stated IDPR had a very successful year. Revenue total was up by 11.4% from the previous year. This was mostly due to camping increases. Mr. Martin commented that IDPR is going to continue with the salary increases for IDPR staff to enable us to get closer to the appropriate salary ranges in other state agencies. Mr. Martin also stated that IDPR is in a much better position today than we were three years ago. Board and staff discussion followed.

BREAK – 10:50 AM

BACK IN SESSION – 11:05 AM

Office of Energy Resources Presentation – John Chatburn

Mr. Chatburn thanked the Board for letting them present to the Board, a plaque of appreciation to be displayed at Bruneau Dunes Visitor Center. The Office of Energy Resources (OER) is proud that IDPR with the leadership of the Director and Mr. Garth Taylor was willing to work with them to make energy improvements at this facility. OER is looking forward to working with the Board and IDPR staff on additional projects at our parks in the future. IDPR is the first state agency to work with OER in saving energy at their facilities. Board and staff discussion followed.

Development Bureau Ongoing Construction Update – Jim Thomas

Mr. Thomas provided the Board with a PowerPoint presentation on IDPR park construction improvements. Board and staff discussion followed.

Reservation Activity Report – Tammy Kolsky

Ms. Kolsky provided an update on the Reservation Program. The information supplied details for FY15 4Q reservations and site and facility occupancy by park. Board and staff discussion followed.

Harriman Facility Use Fees – Tammy Kolsky

Ms. Kolsky provided an update on the situation at Harriman State Park and asked the Board for their approval of the proposed fee changes she is providing. Ms. Kolsky recommends that the Board grant its approval to move away from charging by party size at Harriman State Park and to implement discount pricing for shoulder seasons. The department staff further recommends the Board set the New Harriman facility fees to be as follows:

Facility Name	Current Base Fee	Average Party Size	Proposed Peak Season Fee	Proposed Shoulder Season Fee
Ranch Managers	\$190.00	6	\$214.00	\$160.00
Cattle Forman's	\$140.00	6	\$164.00	\$110.00
Dorm	\$180.00	25	\$300.00	\$300.00

Mr. Doman made a motion to approve staff recommendations for new Harriman State Park facility fees as presented to the Board. Motion was seconded by Ms. Buxton. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

Castle Rocks Archery Course Fee – Tammy Kolsky

Ms. Kolsky explained to the Board, the development of a new Archery Course to enhance recreation, to provide educational opportunities such as bow hunting skills and hunter safety and to increase park revenues. Board and staff discussion followed.

Mr. Crimmins made a motion to establish a fee of \$3.00/day per person for use of the Castle Rocks Archery Course. Motion was seconded by Ms. Buxton. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

LUNCH – NOON

The meeting was called back into session at 1:00 PM.

Registration Modernization Update – Tammy Kolsky

Ms. Kolsky thanked Mr. Scott Williams for his assistance in helping her move forward with her projects. Ms. Kolsky reported to the Board on the Analysis of Past Performance, Significant Achievements, Work to

be performed and Risk Management activities. Ms. Kolsky recognized Ms. Vicki Heazle, IDPR's IT Systems Analyst for her tireless efforts in assisting with this project. Board and staff discussion followed.

Director's Report – David Langhorst

Director Langhorst stated this has been a very successful year for IDPR. He gave updates on:

- IDPR's 50th Celebration
- Naming of IDPR's mascot, Scout
- Youth Explorer Program – IDPR has received many thank you notes from libraries for what IDPR is doing for children with this program.
- Instructed the Recreation Bureau to make it a specific performance objective to connect with each Board member regarding events that are occurring in their regions at least three times per year and encourage them to attend any activities or meetings that may be of interest to them.
- Looking ahead, 1) Business and Marketing Plans – Priority for all staff members 2) Park Staffing Model – utilizing all data to be more efficient.
- Hiring a new Interpretive Coordinator – would report to Jennifer Okerlund and work with the Junior Ranger Program and other options for our parks. The Director plans to request this at JFAC. Board and staff discussion followed
- IDPR has 100% occupancy during our peak times of the year in certain parks.
- Billingsley Creek – Director Langhorst stated the meeting and discussions with Gary Ettenger of the YMCA have been positive. Director Langhorst commented that having a sub-committee of the IDPR Board and the YMCA Board to engage in the topic of what our next steps need to be would be very advantageous. Mr. Correll and Mr. Hansen volunteered to be on the sub-committee. Board and staff discussion followed.
- Island Park – A community meeting is going to be held to discuss alternatives. Concept of recreation, natural assets and economic development. This is being discussed with Congressional Delegation for possible Federal Legislation.
- Shoshone Indians - Tribal members want to camp in Castle Rocks State Park without reservations and at no cost. Director Langhorst received a packet of information from the BLM with copies of letters IDPR had not received. BLM realizes that IDPR wishes to work with the tribe. Director Langhorst drafted a letter to the tribe offering 5 free camping spots until the end of the season to use for tribal purposes such as picking nuts, etc. The Director will be attending a meeting with the BLM and the tribe representatives on September 3, 2015. Board and staff discussion followed.

Mr. Doman stated that four Board members went to visit Kokanee Cove Camp site last night. There was Board and staff discussion around next steps for this property.

Mr. Crimmins made a motion to have the Director work with the appropriate individuals at the Idaho Heritage Trust, to determine what portions of the buildings can be used or not. Board and staff discussion followed.

Mr. Crimmins withdrew his motion.

Mr. Doman made a motion for IDPR staff to proceed with what avenues are available with Kokanee Cove Camp and talk to the appropriate individuals to see what our options are regarding the buildings on that property. Mr. Crimmins seconded the motion. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously.

Mr. Taylor announced to the Board that a new fire had started and could be in Bayhorse within two days. IDPR will need to determine if they are going to put out the money to protect the buildings there.

Idaho Heritage Trust Presentation – Katherine Kirk and Frederick Walters

Director Langhorst introduced Katherine Kirk with the Idaho Heritage Trust. Ms. Kirk provided a PowerPoint presentation of their mission and current and past projects. Ms. Kirk stated that Idaho Heritage Trust is the only statewide preservation resource for Idaho's historic sites and buildings. Ms. Kirk offered Mr. Walters' assistance to provide IDPR with a report or service on options for the Kokanee

Cove Property. Ms. Buxton commented that she feels it would be very advantageous to have this organization look at the Kokanee Cove property and provide the Board with their perception on what can be done with the property.

Old Business

Mr. Doman requested a report be provided to the Board during the November 2015 meeting that will show how IDPR will fit in the new salaries with our revenues and state where the funds come from to pay staff.

Ms. Buxton requested a narrative on keeping better track of where IDPR funds are coming from for all of the pay raises. She does not want to lose ground on this topic.

Mr. Martin provided the Board with clarification on the direction from DFM to IDPR during last year's Legislative Session. He stated that Mr. Shelby Kerns informed him not to expect any more General Funds in the current environment and not to ask for anything and we will see what happens in two to three years down the road, after this time, circumstances may change. The Board stated they are willing to attend any Legislative Sessions if they are available. Board and staff discussion followed.

New Business

Vote on new Board Officers.

Board Elections

Mr. Doman moved to keep the current Chairman and Vice Chairman in office. Mr. Doman amended his motion. Mr. Doman moved to keep Mr. Correll as Chairman and Mr. Doman as Vice Chairman. Ms. Buxton seconded the motion. The Chair asked for further discussion, hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Mr. Claycomb spoke about the IDPR Mapping website and stated that he is working with Mr. Williams on getting this set up. Mr. Claycomb stated he is making this project a priority and will provide an update to the Board during a future meeting.

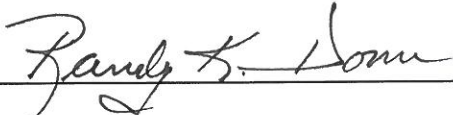
Board Member Buxton left the meeting at 2:30 PM

Public Comment Period

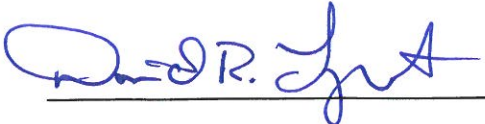
Mr. Dennis McClain, VP of the Friends of Idaho State Parks Association thanked the Board for inviting him to join them at the BBQ last night. Mr. McClain provided an overview of the Eagle Island Recreation Festival. Mr. McClain stated he is very satisfied with the way IDPR is running currently.

Mr. Jonathan Stiehl with the TroutHunters spoke to the fee charges for the outfitters at Harriman State Park. He is concerned about the current fee structure and need to require an access walk in fee to the park. Board and staff discussion followed. The Board suggested for Mr. Stiehl to put his thoughts into a written proposal to be considered during the November 2015 Board meeting. Board and staff discussion followed.

Mr. Hansen moved to adjourn the meeting. Mr. Doman seconded the motion. The Chair called for a vote on the motion. Motion carried unanimously. Meeting was adjourned at 3:00 PM.



Randy Doman, Vice Chair
Idaho Park and Recreation Board



David R. Langhorst, Direct
Ex-Officio Member of the Board