

**IDAHO DEPARTMENT OF PARKS AND RECREATION**

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

**BOARD MEETING MINUTES**

**August 21 & 22, 2018**

**Priest Lake State Park**

**Indian Creek Unit**

**314 Indian Creek Park Rd.**

**Coolin, ID 83821**

---

**Minutes – Tuesday, August 21, 2018**

**Call to Order – Chairman Black**

The Chairman called the meeting to order at 9:02 A.M. Chairman Black requested a roll call.

Board Member Lou Fatkin – Present  
Board Member Doug Eastwood – Present  
Chairman Pete Black – Present  
Board Member Gordy Hansen – Present  
Board Member Randy Doman – Absent  
Board Member Mike Boren - Absent

Also present 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 Region Manager  
David White – North Region Manager  
Steve Martin – Fiscal Officer  
Jennifer Okerlund – Public Information Officer  
Dave Claycomb – Recreation Bureau Chief  
Lonnie Johnson – Park Manager, Priest Lake  
Samuel Hoggatt – IDPR Boating Program Specialist  
Tiffany Brunson – Grants Specialist  
Tom Crimmins – Past IDPR Board Member  
Wade Vagias – Superintendent, Craters of the Moon National Monument & Preserve  
Dennis McLane – Friends of Idaho Parks  
Katrine Franks – Governor's Office  
Amber Christofferson – Department of Financial Management  
Dan Shipman – U.S. Coast Guard  
Hsingyen Fu – U.S. Coast Guard  
Regan Plumb – Kaniksu Land Trust  
Jim Ziberbuhler – Kaniksu Land Trust  
Eric Grace – Kaniksu Land Trust

**Consent Agenda – Action Item**

- o **Approval of Minutes**  
May 21-23, 2018

**Mr. Eastwood stated that he needed to make a correction to the minutes and change the wording from the National Trail System to the Rails to Trails Conservatory under the New Business section. Mr. Hansen moved to approve the minutes with Mr. Eastwood's proposed changes. Mr. Eastwood seconded the motion. The Chairman asked for further discussion. Hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.**

- **Concession Agreement**

Silver Valley Farmer's Market Concession Agreement  
David White provided a brief overview of the concession agreement.

**Mr. Eastwood moved to approve the Concession Agreement. Mr. Fatkin seconded the motion. 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 introduced Amber Christofferson, with the Department of Financial Management and Katrine Franks from the Governor's office and thanked them for attending our meeting today. The Director reported on the following topics:

- Lake Cascade Visitor Center, proposed grand opening in October 2018.
- IDPR was approached by an individual to add a marina on Lake Cascade. Tamarack may be interested in a partnership with IDPR on the west side of the lake for a combined marina.
- The Kempthorne Dedication of the Visitor Center at Ponderosa State Park. Private donors provided the funds for the signage and interpretive materials. An additional \$55,000 was raised by Kempthorne's supporters and donors to be used for the self-guided backpack program in all of our IDPR parks. The IDPR Interpretive Team assisted with compiling the list of items that would be the most impacting and advantageous for this program. Keith Hobbs stated that these backpacks cover two goals for the Interpretive Program: 1) to create a more branded approach and 2) to bring more youth into our parks to enjoy the outdoors.
- Passport sales continue to increase – 20% revenue growth.
- The Director announced that Jennifer Okerlund's position will be changing to incorporate fund raising for IDPR. A new employee will be hired to assist Jennifer with communications.
- Black Canyon Reservoir – Keith Hobbs has been involved in conversations with the Bureau of Reclamation (BOR) regarding this property. The BOR expressed an interest in a potential partnership with IDPR.
- Bruesch Ranch – This is the most significant property between City of Rocks National Reserve and Castle Rocks SP, and the family is planning to sell. It has historical and recreational significance and would be the major factor in connecting the two parks. Wallace Keck is working with the NPS on exploring potential to acquire fee simple title or access easements to benefit the parks and the public. Any of these ideas would come before the Board for final approval.
- Billingsley Creek Update – The Director provided an update on the potential partnership with the National Park Service at the new Visitor Center. The Director introduced Wade Vagias, Superintendent, Craters of the Moon National Monument & Preserve and gave the Board an opportunity to ask him questions regarding this potential partnership.
- IDPR HQ Staff Outing at Lucky Peak – Board Member Hansen invited the HQ staff to an evening of boating and water sports. The Director thanked Mr. Hansen for providing the boat and a great event for HQ staff.
- Non-Motorized Trail Summit is planned for Wednesday, October 10<sup>th</sup> at IDPR HQ.
- 2019 Legislation – OHV Non-resident Sticker proposed legislation.
- The Director stood for questions.

**Temporary Permit Rule Change – Action Item – David White**

Mr. White stated that this is a repeat request and is asking to make a few changes to this rule. He stood for questions. Board and staff discussion followed pertaining to the fair market value and appraisal of the properties.

**Mr. Hansen made a motion to approve staff recommendation of the text of the proposed rule on Temporary Permits. 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.**

**BREAK AT 10:30 A.M.**

**RECONVENED AT 10:45 A.M.**

#### **Surcharge Assessment Rule Change – Action Item – Anna Canning**

Ms. Canning stated that Mr. Hobbs presented a potential rule change to the Board during the June 2018 Board meeting, concerning a surcharge fee assessment for failure to obtain and properly display payment of motor vehicle entrance fees and camping fees. The Board approved staff moving forward with the rule change. Staff then initiated the rule change with DFM. Staff completed the negotiated rule making process in August 2017. Staff has published the proposed rule and the process assumes that the rule changed since the last time the Board reviewed it, so we are required to bring the rule back to the Board to ratify the proposed rule.

**Mr. Eastwood made a motion to approve staff recommendation as presented. 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.**

#### **Filming within Idaho State Parks Rule Amendment – Action Item – Keith Hobbs**

Mr. Hobbs stated that IDPR staff is bringing this rule back to modify commercial filming in state parks to make this more manageable for park staff. Mr. Hobbs stood for questions. Board and staff discussion followed regarding examples of issues with filming in state parks.

**Mr. Eastwood made a motion to approve the IDAPA Rule change and would like to see changes to include IDPR receiving credit for this type of filming in our parks. 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.**

#### **Overview of the IDPR Boating Program – Dave Claycomb**

Mr. Claycomb provided a brief overview of the IDPR Boating Program. Dave Dahms manages this program with four FTE's and one seasonal. The Boating Program taught over 1,000 students this past year through online training, home study and outreach events. In 2010, the Boating Program installed their first life jacket loaner station at Lake Cascade State Park. In 2017, IDPR celebrated the installation of the 100<sup>th</sup> loaner station at Ririe Reservoir, outside of Idaho Falls. As of August 2018, there are 107 loaner stations located in Idaho (30 in state parks and 77 in other locations). Mr. Claycomb stated that the champion for this program was Juelie Traska. Mr. Claycomb nominated Ms. Traska for numerous awards for her accomplishments. Mr. Dan Shipman and Mr. John Fue with the U.S. Coast Guard were in attendance and presented Ms. Traska with the second highest award given by the Coast Guard, the Meritorious Public Service Award, 2012-2018.

#### **Introductions of Priest Lake Staff – David White**

Mr. White introduced the staff from Priest Lake and stated that this park runs in an almost 100% occupancy year-round.

#### **Grant Advisory Committee Appointments – Action Item – Steve Martin**

Mr. Martin informed the Board that there are 15 citizen advisory committee positions to appoint today and staff recommends that the Board nominate and appoint committee members to the appropriate committees from the applicant list that was provided. Staff recommended for the:

- Recreational Vehicle Fund, staff recommends Lynn Moss to District II; Brad Foltman to District III; and Michael Mason to District V.

**Mr. Eastwood moved to approve staff recommendation. 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.**

- Waterways Improvement Fund, staff recommends Robert Bjelland to District I; Justin Harrison to District III; and Lamar Waters to District IV.

**Mr. Eastwood moved to approve staff recommendation. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Mr. Hansen abstained from voting due to employing Mr. Harrison. Motion carried with a vote of 3 Aye's and 1 abstained.**

- Off-Road Motor Vehicle, staff recommends Larry White to District I/II Motorbike/ATV; Shawn Slinkard to District I/II Snowmobiling; Jake Howard to District III/IV Non-Motorized; Bob Status District V/VI Snowmobiling; and Max Lohmeyer to District V/VI.

**Mr. Eastwood moved to approve staff recommendation. Motion was seconded by Mr. Hansen. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.**

- Recreational Trail Program, staff recommends Lindsay Dressler as Hiking representative; Tom Wuest as Motorbike representative; Madonna Lengerich as Cross-Country Ski representative; and Martin Poxleitner as Snowmobiling representative.

**Mr. Eastwood moved to approve staff recommendation. 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.**

## **LUNCH BREAK**

**RECONVENED – 1:15 P.M.**

### **Kokanee Cove Update – Anna Canning**

Ms. Canning provided an update on the process of the RFI for Kokanee Cove and a list of the businesses who received the RFI. Board and staff discussion followed around the process IDPR has taken in reaching out to interested businesses for this project.

### **RTP Grant Application, Kaniksu Land Trust – Action Item – Board Member Eastwood, Eric Grace**

Mr. Eastwood stated that shortly after the May 2018 Board meeting, when the Board had approved the grants, he began receiving phone calls from the Kaniksu Land Trust. Their grant request that was submitted to the Recreational Trails Program (RTP), was denied by the Board during the May meeting. They had questions for Mr. Eastwood on why their grant request was not funded when they had met all the qualifications and scored 5<sup>th</sup> by the grant committee, out of 58 applicants. Mr. Eastwood checked in to this with HQ staff and then requested of the IDPR Board Chairman and the Director, for this item to be placed back on the agenda for our August meeting for further vetting by the Board and reconsideration. Mr. Eastwood stated the Kaniksu Land Trust fell well within the parameters of eligibility regarding land acquisition. Mr. Eastwood stated that more importantly than how they lined up with the RTP grant application, they also aligned very well with the SCORP program. The SCORP states that acquisition of land is a very high priority and something IDPR should be supporting. Mr. Eastwood toured the 168-acre site the Kaniksu Land Trust will be acquiring, and he stated it is a very beautiful piece of property and very family friendly environment. The property will be used for hiking, walking, cross country skiing, there will be motor access into the property with a designated parking lot and mountain biking to and from the area, so you can access it from a growing community.

**Mr. Eastwood moved to rescind the Board’s decision on the Kaniksu Land Trust grant from the May meeting and authorize the allocation of the Kaniksu Land Trust application as recommended by the Recreational Trails Program committee. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion. Mr. Eastwood introduced Mr. Eric Grace from the Kaniksu Land Trust. Mr. Grace addressed the Board and thanked them for their consideration of rescinding their previous decision of not funding their grant request. Mr. Grace stated their goals are to make the trails easily accessible and family oriented and to find ways for people who do not normally interact with nature, to become more involved in the outdoors. Board and staff discussion followed regarding the use of these dedicated grant funds and the grant appeal process. The Chairman called for a vote on the motion. Motion carried unanimously.**

### **Program Reports**

Questions asked by the Board:

- Mr. Eastwood requested an update from Mr. White regarding the beetle damage in Farragut State Park. Mr. White stated that staff are keeping a close eye on this situation and they are doing the best they can in this area. The park can use this damaged wood for fire wood.
- Mr. Eastwood inquired about having sufficient housing for park staff and offered examples of options IDPR may consider for housing.

- Old Mission parking issues – Lower area at the park is for sale. Negotiations are ongoing for the possible purchase by IDPR.
- Mr. Eastwood inquired about retail sales in our parks. Mr. Eastwood reported that the staff reports have a continuous and common thread on a few things. He asked if Mr. Martin could address those comments. The first one had to do with a concern raised at most of the State Parks that have retail sales. The park managers are saying they cannot replenish their inventory due to the allocated retail budget was exhausted before the season ended. Mr. Eastwood asked why the Parks, who are charged with raising funds to support themselves, cannot use the retail fund revenues to further increase their Park income. Mr. Martin said the department does not have the budget authority and there may also be some misunderstanding with the department managers on supplemental budgeting for retail purposes. Mr. Martin said he would try and meet with those managers on this topic and report back to us at our next meeting.
- Part Time Staff – Hiring is a challenge given the competitive labor market. For the benefit of our new Board members, the Director provided a brief update on what IDPR has undergone over the past four years to increase staff salaries and seasonal wages. Mr. Eastwood asked Mr. Martin to remain at the podium for the next question regarding staffing. Mr. Eastwood said that the staff reports indicate that at least 13 of the 30 parks are pleading, almost begging, for help. The plea is mostly related to seasonal help and a lack thereof to have the Parks ready for use prior to the camping season. It sounds like the park managers are requesting to be allowed to bring their seasonal help on board at least a month earlier to help with preparations. Mr. Eastwood said he added up the seasonal requests and a cursory review to try and meet the needs of the Parks equates to approximately \$150,000. That takes into account the seasonal help requests, expanding a few part time positions and adding a few interpreters. All of this may not be necessary, but the seasonal help certainly sounds important if we intend to provide a good and pleasant experience to the park visitors. Mr. Eastwood said he looked at the yearend personnel budget for 2017 and 2018 and they were \$552,176 and 873,818 respectively for management and park operations. If this is the case, then it appears that the needs of the park managers request fall well within the year end budget surplus. Why don't we allow the inclusion of additional seasonal hours to meet the needs of the Parks if we are within the allocated annual budgeted personnel costs? Mr. Eastwood added that we should take a hard look at our hourly wage. He read in the staff reports that it is becoming more difficult to fill vacant positions. We are paying \$9 per hour while Walmart is paying \$10 plus and considering another hourly pay hike. A lengthy discussion pursued, and it was decided that staff would contact the budget and finance committee to see if someone can attend our next board meeting in November to add some clarification to these concerns.
- Chairman Black requested an update on the South Region needs. Mr. Taylor commented on how difficult it is to find and keep staff with today's competitive private sector labor market.
- Mr. Eastwood asked the Director what the status was regarding park reservations. Two of our parks, Farragut and Priest, have stated that there are more than 50 reservation scenarios at Farragut and more than 30 at Priest Lake. We were informed at the August meeting that staff is looking into this and has created a review committee to evaluate reservations and fees. Both park managers stated that it was very time consuming to walk people through these scenarios. Mr. Eastwood said that we should be able to reduce that number to 10 or 12 scenarios, maybe less. Staff will report back at next meeting.
- Chairman Black inquired about staff's exit interviews, are they stating they are finding a better paying job? Ms. Hoopes reported that throughout all state agencies, compensation is the main reason staff leave for other employment.
- Mr. Hansen inquired about what the next steps are to fill the vacant positions in Development. It was reported that Jim Thomas's position has been filled by Adam Zaragoza and he starts on September 10<sup>th</sup>. One of Mr. Zaragoza's top priorities will be to fill the vacant positions in Development.

### **Public Comment**

Mr. Tom Crimmins, past Board member, addressed the Board with a question pertaining to the Kaniksu grant decision.

Mr. Dennis McClain, Friends of Idaho State Parks, informed the Board that four years ago today, he set out to visit all 30 State Parks in Idaho. He completed his trek by visiting Priest Lake for this Board meeting. He stated that he paid his way into each park by using his Passport sticker.

Mr. Hobbs recognized the Friends Group for being an important partner to IDPR for the Kempthorne dedication event at Ponderosa. Their organization worked as the bank for all the funding and payment transactions for this event.

**Executive Session**

Chairman Black asked for a motion to go in to Executive Session. Hearing none, the Executive Session was not held.

**RECESS TO NEXT DAY AT 8:30 A.M.**

---

**Minutes – Wednesday, August 22, 2018**

**8:30 A.M. Load Bus at hotel for Park Tours – Lunch Provided**

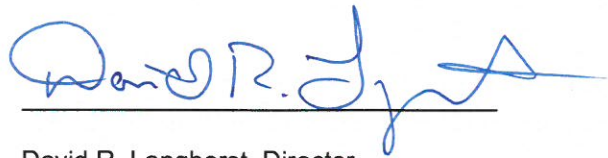
**8:30 A.M. – 5:00 P.M. Indian Creek and Lionhead**

**Mr. Fatkin moved to adjourn the meeting. Mr. Hansen seconded the motion. Meeting was adjourned at 3:30 P.M.**



---

Pete Black, Chairman  
Idaho Park and Recreation Board



---

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