

**IDAHO DEPARTMENT OF PARKS AND RECREATION**

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

**BOARD MEETING MINUTES**

**November 13-14, 2018**

**IDPR Headquarters**

**5657 Warm Springs Ave.**

**Boise, ID 83716**

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**Minutes – Tuesday, November 13, 2018**

**Call to Order – Chairman Black**

The Chairman called the meeting to order at 9:01 A.M.

**Welcome and Introductions / Chairman Black and Director Langhorst**

The Director introduced Adam Zaragoza to the Board, Jim Thomas' replacement as Bureau Chief of Development.

Chairman Black requested a roll call.

Board Member Lou Fatkin – Present

Chairman Pete Black – Present

Board Member Doug Eastwood – Present

Board Member Randy Doman – Present

Board Member Gordy Hansen – 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

Steve Martin – Fiscal Officer

Jennifer Okerlund – Public Information Officer

Dave Claycomb – Recreation Bureau Chief

Debbie Hoopes – Human Resource Officer

Kathy Muir – Grants Management Supervisor

Tammy Kolsky – Reservation/Registration Program Manager

Scott Williams – IT Resource Manager

Melanie Schuster – Design Professional

Adam Zaragoza – Development Bureau Chief

Jamie Little – Experience/Education Coordinator

Steve Strack – Deputy Attorney General

Rob Sepich – Legislative Services

Dennis McLane – Friends of Idaho Parks

Katrine Franks – Governor's Office

Amber Christofferson – Department of Financial Management

Sandra Mitchel – Idaho Recreation Council (IRC) Executive Director

Chris Anton – Endowment Fund Investment Board

Chris Halverson – Endowment Fund Investment Board

**Consent Agenda – Action Item**

○ **Concession Agreement**

Lucky Peak, Redline Concession – Garth Taylor

Mr. Taylor requested the Board's approval to extend this agreement for an additional three-year term. Mr. Taylor stood for questions.

Mr. Eastwood suggested IDPR consider adding language to the concession agreements, requiring concessionaires to wear their logo attire when working in our parks so they would be easily recognizable to the public.

**Mr. Eastwood moved to approve the Concession Agreement to include wording that requires concessionaires to wear their logo attire when working in our parks. 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.**

- **Approval of Minutes**  
August 21-22, 2018

**Mr. Eastwood moved to approve the minutes as submitted. 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 reported on the following topics:

- Accountability
- Budget
- Future Vision for IDPR
- Deferred Maintenance
- Fees
- Chain of Command with IDPR staff to the Board
- Billingsley Visitor Center
- The Director stood for questions.

#### **Off-Highway Vehicle Legislation – Dave Claycomb**

Mr. Claycomb reported that the Idaho Recreation Council (IRC) has initiated efforts to pass two pieces of Legislation that would have impacts to Off-Highway Vehicle (OHV) enthusiasts recreating in Idaho. This piece of legislation is being carried by the enthusiasts, who have allowed IDPR staff a chance to review this to ensure it didn't create an unsustainable outcome for the agency. The first piece of legislation they will present, eliminates reciprocity for non-resident OHV enthusiasts that come to Idaho to ride. It would also separate verification of title from the registration process. The second piece of legislation they will be discussing would also change Title 67, Chapter 71, to allow for a two-year registration process in addition to the single-year process currently being offered. This change would mirror what is available for highway licensed vehicles in Idaho.

Mr. Claycomb introduced Sandra Mitchell, Idaho Recreation Council (IRC) Executive Director, to the Board. Ms. Mitchell stated that she had hoped they would have a bill to present to the Board today, but it was pulled back to make some changes. IRC is very optimistic that they will prevail this Legislative Session. Ms. Mitchell stood for questions. Board and staff discussion followed pertaining to e-bikes and non-motorized funding.

**BREAK AT 10:57 A.M.**

**RECONVENED AT 11:08 A.M.**

#### **Financial Reporting Workshop – Steve Martin**

Mr. Martin facilitated a discussion of government accounting standards, reviewed the current Board financial statement package and generated feedback from the Board on changes they suggested. Mr. Martin reviewed:

- Budget Balance Detail Report
- Step by Step explanation on how our budget and spending authority is used.
- B-12 Report/Analysis of Fund Balances Report
- FY2019 Q1 Financials
- Management Services Expenditure Reports

Mr. Martin requested Board feedback on the current financial reporting and asked if they would like to see any alternative reports. The Board was in full agreement to keep the current financial reporting as is going forward.



## **LUNCH BREAK**

### **Endowment Fund Investment Board (EFIB) – Steve Martin**

Mr. Martin introduced Chris Halverson and Chris Anton to the Board. Mr. Anton provided EFIB's mission and an overview of their Board. Mr. Anton reviewed:

- Investment Board Philosophy
- Investment Manager Lineup
- Endowment Fund Performance
- Parks and Recreation Current Policy, Objectives, Current Endowments Asset Mix
- Is Endowments Asset Mix Appropriate for IDPR?
- Consulting and Administrative Support – Outside Suppliers

EFIB Recommendation to IDPR: EFIB staff met with IDPR staff to discuss investing the two IDPR funds (Trail of the Coeur 'd'Alene's (TCDA) and Ritter Island Endowment Fund (RIEF) in the endowment fund investment pool. Currently, IDPR is invested in index funds that approximately match the asset allocation of the endowment fund. Being in passive index funds there is no opportunity for IDPR to earn an active management premium. Additionally, IDPR would gain additional diversification, and access to managers unattainable at their AUM if they invest in the endowment fund pool. This was approved by EFIB at its February 2018 Regular meeting.

Staff Recommendations: Staff has carefully considered the EFIB recommendation and agree the long-term investment returns for the RIEF and TCDA funds will be better as part of the Endowment Fund Investment Pool. Staff recommends Board approval of a motion to consolidate the Ritter Island Endowment Fund and Trail of the Coeur d'Alene Endowment fund into the statewide Endowment Fund Investment Pool.

**Mr. Doman made a motion to approve staff recommendation. 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.**

### **Kokanee Cove Update – Keith Hobbs / Anna Canning**

Mr. Hobbs provided the Board with an update and to bring them up to date with the responses from the RFI for Kokanee Cove. Mr. Hobbs stated that despite early interest expressed by some recipients, the RFI did not result in any responses by the deadline for submission. Four responses were received from recipients stating their reasons for not responding and they were:

- Initial cost and time of determining economic viability of proposed project.
- Development opportunity is outside of the current investment profile.
- Lack of interest in development opportunity with the State.
- Scope of project below threshold for appropriate return.
- Lack of existing revenue stream during development.

Mr. Hobbs stated that IDPR decided to work a while longer with CFM to fashion something better to meet potential interested parties requests and needs. Mr. Hobbs stood for questions. Board and staff discussion followed on what IDPR's next steps should be regarding this property. IDPR has a conceptual plan that was previously drawn up. The Board and IDPR staff can revisit these plans and see if they might still be applicable for this location.

### **Kaniksu Project Update – Board Member Doug Eastwood**

Mr. Eastwood stated that he has questions pertaining to how the grant process works and would like to better understand how the Kaniksu Grantee was aware that their grant had been approved prior to the Board voting on the submitted grant requests. Ms. Muir provided an overview of the grant advisory committee process. Ms. Muir stated that the list of grantees that are ranked the highest by the committee is a public list, but it is not final until the Board approves it. The applying grantee may also call IDPR and ask staff how they ranked with the committee.

### **Board Meeting Dates and Locations for 2019 – Betty Mills**

Ms. Canning addressed the Board and asked if they would consider not traveling during the May Board meeting but rather meet at Headquarters since this is a busy meeting and requires many staff to be in travel status. Ms. Canning proposed they could travel during the November meeting and meet at HQ for the May meetings. It was the consensus of the Board to continue with the same schedule we currently

have, meet at Headquarters for the November and February meetings and travel to parks for the May and August meetings.

Mr. Fatkin recommended that we stay the course of our current meetings, the Board concurred.

Ms. Mills provided the Board with proposed dates and locations for their 2019 meetings.

February 12-13, 2019 Headquarters

May 21-22, 2019 Cascade/Ponderosa (McCall)

August 6-7, 2019 Bear Lake (Montpelier)

November 19-20, 2019 Headquarters

**Mr. Eastwood moved to approve the proposed dates and locations. 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.**

### **Board Elections – Chairman Black**

Chairman Black opened the floor for nominations.

**Mr. Fatkin nominated Chairman Black to continue as Chairman for another year. Motion was seconded by Mr. Eastwood.**

**Mr. Doman nominate Mr. Eastwood for Chairman. Mr. Eastwood stated that he has too many commitments at this time and declined the nomination.**

**Chairman Black called for a roll call on Mr. Fatkin's motion:**

**Mr. Fatkin – Aye**

**Mr. Black – Aye**

**Mr. Eastwood – Aye**

**Mr. Doman – Nay**

**Motion carried with a majority vote.**

Chairman Black stated that he had spoken to Mr. Hansen and he is willing to stay on as Vice Chairman for another year if nominated.

**Mr. Fatkin nominated Mr. Hansen as Vice Chairman for another year. Motion was seconded by Mr. Eastwood. The Chairman asked for further nominations, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.**

### **Program Reports**

There were Board and staff discussions on the following topics:

- Hiring process for open Assistant Manager positions in our parks
- Posting of minutes to the Intranet from Executive Staff meetings
- Fires around Bruneau Dunes this past year
- Park Evacuation Plans for our parks.
- Park WiFi update
- New e-bird trail tracker kiosk located in Lake Cascade Visitor Center
- Stabilization plan for older parks

### **Old/New Business**

- The Director discussed ongoing discussions with PacifiCorp, Legislators and park staff to develop additional access to Bear Lake. There is a current proposal, for a management agreement between IDPR and PacifiCorp, that would allow another access to the lake and provide additional beach area for park visitors. This would help with the current congestion issues within the park.
- Ms. Canning reported on IDPR's Annual Conference that was held in October. The theme was centered around StrengthFinders. Governor Dirk Kempthorne was our keynote speaker. The conference was very well attended by IDPR staff.
- The owners of Bruesch Ranch are in negotiations with a private buyer for the sale of this property. Mr. Keck is checking with the owners to see if IDPR might be able to come to an agreement with the owners, to obtain access to City of Rocks State Park through this property.
- Coeur d'Alene Parkway property discussion.
- Mr. Doman reported that the Clearwater Basin Collaborative Summit is being considered for November 2019.

- National Trail to Rails Discussion. Mr. Claycomb offered to attend any upcoming meetings scheduled around this discussion. Mr. Hobbs committed to be the liaison for this discussion in the interim of finding Leo Hennessy's replacement.

**Public Comment**

Mr. Dennis McLane, Friends of Idaho State Parks addressed the Board. Mr. McLane shared his thoughts on ideas for the Kokanee Cove property and stated that he values open space as part of the Park service.

**Mr. Fatkin moved to adjourn the meeting. Mr. Eastwood seconded the motion. Meeting was adjourned at 4:18 P.M.**

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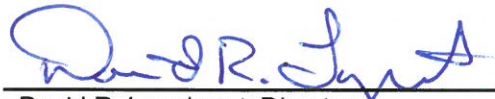
**Wednesday, November 14, 2018**

**9:00 A.M. Board members toured Discovery Park, Sandy Point and Springs Shores.**



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Pete Black, Chairman  
Idaho Park and Recreation Board



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

