

IDAHO DEPARTMENT OF PARKS & RECREATION

“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”

Quarterly Board Meeting

October 2, 2023

IDPR Headquarters

5657 Warm Springs Ave

Boise, ID 83616

MEETING ADJOURNED AT APPROXIMATELY 10:06 AM, 2023.

Monday, October 2, 2023

Joanna Hiller is inviting you to a scheduled Zoom meeting.

Topic: Special Board Meeting October 2, 2023

Time: Oct 2, 2023, 10:00 AM Mountain Time (US and Canada) 9:00 AM Pacific Time (US Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89248704235?pwd=c2VHQmxDNit2a0NwK25Fa1BtSi9ldz09>

Meeting ID: 892 4870 4235

Passcode: 918249

One tap mobile

+17193594580,,89248704235#,,,,*918249# US

+12532050468,,89248704235#,,,,*918249# US

Meeting ID: 892 4870 4235

Passcode: 918249

Call to Order - Chairman Beckley called the meeting to order and requested a roll call.

- Chairman Beckley - Present
- Board Member Cooke – Not Present
- Board Member Fatkin –Present
- Board Member Manning - Present
- Board Member Roach - Present
- Board Member Rody - Present

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

Susan Buxton, Director

Troy Elmore, Operations Division Administrator

Adam Zaragoza, Management Services Administrator

Steve Martin, Financial Officer

Craig Quintana, Public Information Officer

Joanna Hiller, Management Assistant
Melanie Schuster, Interim Bureau Chief/Sr. Project Manager
Heidi Burks, Contracts Officer
Joy Vega, Deputy Attorney General
David White, North Regional Manager
Dave Claycomb, Recreation Resource Bureau Chief
Jennifer Quinno-Miller, Human Resources Officer
Lupe Arteaga, Human Resource Specialist
Darren Damon, Policy Advisor, Office of the Governor
Patxi Larrocea-Phillips, Owner, LP Associates & Agriculture, LLC

Welcome and Introductions / Chairman Beckley and Director Buxton

Chairman Beckley and Director Buxton welcomed everyone to the meeting.

Directors Proposed Criteria for Outdoor Recreation

Director described the proposal on the Outdoor Recreation Fund Advisory Council (“ORFAC”) criteria. The Director asked if there were any questions or changes to the application.

Mr. Roady motioned that the criteria recommended for the outdoor recreation fund and application along with the amendment in number 4 of project elements of other required consultation be amended to add that. The motion was seconded by Mr. Fatkin and carried unanimously.

The meeting was adjourned at approximately 10:46 AM.



Chairman Brian Beckley
Idaho Park and Recreation Board



Susan E. Buxton, Director
Idaho Department of Parks and Recreation

Attachment A: Final ORFAC application criteria

Outdoor Recreation Fund

APPLICATION

Contact Information

Applicant	_____	Contact	_____
Address:	_____	Phone:	_____
	<i>Street address</i>		
	_____	Email:	_____
	<i>City</i>		
		<i>State</i>	<i>Zip Code</i>
Supports:	Camping <input type="checkbox"/> Fishing <input type="checkbox"/> Hunting <input type="checkbox"/> Trails <input type="checkbox"/> Other <input type="checkbox"/>	Project Cost	\$ _____
Project Location	_____		

Briefly describe the overall project concept:

Common Name of Project:
Description:

Priority Merit and Scope Questions

1. Describe how this project:
 - a. Improves under-utilized outdoor recreation resources. (15 points)
 - b. Enhances recreation access. (15 points)
 - c. Increases revenue and potential revenue estimates. (15 points)
 - d. Improves long-term outdoor recreation sustainability. (15 points)
 2. Describe the current outdoor recreation access deficiencies and how they may be corrected with the development of this project. Explain why this project is needed. (8 points)
 3. Project Urgency. Describe the urgency of this project due to potential resource damage or other impacts that may cause an opportunity to be lost if no action is taken. If this project is not funded, what effects will it have? (8 points)
 4. Justify the need and demand for the project. Describe the current use in the area and the potential use expected with this project. (8 points)
 5. Describe the provisions for ongoing maintenance and operation of the project (who will be responsible for the maintenance and operation and what is the estimated annual budget to do so)? (8 points)
 6. Describe planning, construction methods and schedule. The scope of work description should line up with budget items in project spreadsheet. (8 points)
-

Project Elements

1. Please provide a location map (where does this project reside within Idaho), site map, and a general description of the area.
2. Is there (or will there be) a use fee at this location? If yes, justify the need to charge and specify the amount. How will the fee be collected?
3. If applicable, describe how you announced this project to the public in a way to collect public comment. Attach proof that the public had a reasonable public comment period.
4. Does this project require any necessary environmental permits or National Environmental Policy Act (NEPA) documentation? If yes, describe:
5. Ownership. Describe the land ownership of the property where the project is located.
6. If available, provide a concept design plan.

Funding Note:

1. *The money is appropriated with IDPR under its Capital Development program budget for FY 2024.*
2. *The winning state agency(s) must demonstrate how they will have sufficient appropriation to spend the funds. There is no mechanism available to IDPR to "transfer" our appropriation. It will be up to the winning agency(s) to address their budget.*
3. *If reimbursement, prior written approval to transfer funds from capital outlay to the T&B classification is required.*

BUDGET

Project Name: _____

Project Components	Total Cost	Source of Funding		Amount Approved
		MATCH	GRANT	
TOTALS				
% of TOTAL	100%	%	%	%

Disclaimer and signature

I certify that my answers are true and complete to the best of my knowledge.

It is hereby mutually agreed and understood that the use of these funds will be for the purposes stated in this document only and are subject to the terms of the Grant Agreement for this project, as signed by the authorized individuals.

Signature: _____

Date: _____