

**IDAHO DEPARTMENT OF PARKS & RECREATION**

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

**Board Meeting**

**November 13-14, 2014**

**IDPR HQ**

**5657 Warm Springs Ave**

**Boise, Idaho 83716**

AGENDA.....1

**Thursday, November 13, 2014**

10:00 a.m. Call to Order

- Roll Call
- Welcome Guests
- Additions or Deletions to the Printed Agenda

10:05 a.m. Consent Agenda AI.....2

- Approval of Minutes
  - Sep 30, 2014 Teleconference

10:15 a.m. Zip Line/Eagle Island \*AI Director Langhorst.....3

10:45 a.m. Hells Gate Jack O’Connor \*IO David White.....4

11:15 a.m. Financials \*IO Steve Martin.....5

11:45 a.m. Non-motorized Program \*IO Leo Hennessey.....6

12:00 p.m. LUNCH

1:00 p.m. Billingsley Concept \*IO Jim Thomas.....7

2:00 p.m. Criteria to Evaluate Park Acquisitions and Dispositions \*IO Anna Canning.....8

2:45 p.m. Mountain Bike Plate Program \*AI Steve Martin.....9

3:15 p.m. BREAK

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5:00 p.m. RECESS

**Friday, November 14, 2014**

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9:15 a.m. Market Lake Partnership Proposal \*IO Keith Hobbs.....13

10:00 a.m. BREAK

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  - o Program written reports
- Old Business
- New Business

12:00 p.m. ADJOURN

**Thursday, November 13, 2014**

**10:00 AM**

Chairman Correll called the Board meeting to order at 10:00 on November 13, 2014 at IDPR HQ. The following Board members were present:

Charlie Correll – Chairman, District 4  
Randy Doman – Vice Chairman, District 2  
Tom Crimmins – District 1  
Susan Buxton – District 3  
Jean McDevitt – District 5  
Robert Hansen – District 6

Also present for the Board meeting:

David Langhorst – Director  
Anna Canning – Management Services Administrator  
Keith Hobbs – Operations Division Administrator  
David White – North Region Office Manager  
Garth Taylor – South Region Office Manager  
Tammy Kolsky – Reservation Program Manager  
Steve Martin – Fiscal  
Kristy Bobish-Thompson – Human Resource  
Jim Thomas – Development  
Dave Claycomb – Recreation Bureau Chief  
Jennifer Okerlund – Communications Manager  
Steve Strack – Deputy Attorney General  
Ray Houston - JFAC  
Rick Just – Friends of Idaho State Parks  
Dennis McLane – Friends of Idaho State Parks  
Steve Gustafson – Experienced Based Learning

Chairman Correll welcomed everyone to the November Board meeting and requested Roll Call:  
Roll call – Randy-present, Jean-present, Tom-present, Charlie-present, Susan-present, Robert-present.

**10:05 AM Consent Agenda**

Addition or deletions – Susan requests to attend daughter’s b-ball game.

Consent Agenda – Approval for 30 September 2014 teleconference minutes.

Chairman calls for corrections or deletions.

Jean McDevitt reports Irene is in District 6 (not District 2) and Atamanczyk is spelled incorrect. Also in the Zip Line proposal, last two sentences contain past/present verbiage.

BORD MOTION: Tom Crimmins made a motion to adopt minutes with corrections noted. Jean McDevitt 2<sup>nd</sup> the motion. Chairman calls for discussion. No further discussion Chairman calls for vote: 6 – Ayes, 0 – Nays.

**10:15 AM Zip Line / Eagle Island – Director Langhorst**

Chairman noted this Agenda item is originally slated as an action item. Since the creation of the Agenda item new discussions have occurred. Director Langhorst explains some communication issues. Director Langhorst met with Experienced Based Learning (EBL) owner Steve Gustafson and solved the miscommunication issues. Today we have a proposal that staff is ready to recommend and support. Details of a lease will need to be vetted for both parties (IDPR and EBL) can agree to the terms of the lease. Director Langhorst introduced Steve Gustafson. Mr. Gustafson had an epiphany from last night’s meeting with Director Langhorst. He stated, “The greatest problem with communication is the illusion communication has been achieved.” Mr. Gustafson detailed areas of miscommunication with respect to the map of Eagle Island and connector lines. Mr. Gustafson finished with any design that is created by EBL will be with the approval of the IDPR staff with the goal of accenting the park. Mr. Gustafson

inquired if there were any questions from the Board. Tom Crimmins had a concern with analysis of pollution, noise on exterior impact being examined but no mention of interior impact. How will the park visitors be impacted? Mr. Gustafson highlighted a technique of 3-dimensional space for Zip Line design. Director Langhorst identified a need to be more adaptable to the needs of park users. Jean McDevitt commented the Board and IDPR staff needs to not make a master plan dependent on somebody else's work or contract.

**10:30 AM Hells Gate Jack O'Connor – David White**

David White stated this item is an action item. An approval of the concession agreement from Board is needed.

**BOARD MOTION:** Susan Buxton made a motion to indicate agenda item 4 on the agenda be consistent with what is in the Board packet as being a Board Action Item (IA). Robert Hansen 2<sup>nd</sup> the motion. Chairman called for further discussion. No further discussion noted, Chairman called for the vote: 6 – Ayes; and 0 – Nays.

**BOARD MOTION:** Tom Crimmins made a motion to approve staff recommendation on renewing the Jack O'Connor Hunting Heritage and Education Center Concession Agreement as presented. Susan Buxton 2<sup>nd</sup> the motion. Chairman called for further discussion. Randy Doman inquired if any other party is interested to do business with any other type of concessionaire that is different from the current agreement. David White the only other concession is the marina. That concession has not moved in a positive direction. After further discussion Chairman called for a vote: 6 – Ayes; and 0 – Nays.

**STAFF ACTION:** Move forward with the Jack O'Connor Hunting Heritage and Education Center Concession Agreement as presented.

**10:40 AM Fiscal – Steve Martin**

Steve Martin presented the 1<sup>st</sup> quarterly financial fiscal packet for 2015. He highlighted a few revenue trends. Park revenue from all funds is up about \$251,000.00 versus the same quarter in the prior year. Camping revenue was up \$300,000.00. That is up 44% this year versus last year. Also mentioned October's revenue at \$436,000.00 for the month, which has never been seen thus far. In total that puts our 0243 fund revenue up \$307,000.00 or 17% and nearly all of that is attributed to the price increase. Park Passports is another added \$378,000.00 for the 1<sup>st</sup> quarter. That represents a 7.2% increase. The 0410 revenue was up \$89,400.00 or 11.3% versus last year's 1<sup>st</sup> quarter. Total revenue from all sources and activities the department was up 8% or \$476,000.00. A great start for the fiscal year. Moving ahead to page 15 to view the endowment fund distributions. It is easy to see the draws from both of these funds for the first time ever were consistent with 3% objective outlined in our respective investment policies; \$35,000.00 from Ritter Island and \$75,000.00 from Trail of the Coeur d'Alene. Due to extraordinary investment gains in 2014, IDPR has been able to completely reverse the negative variance. Jumping to page 18, the last line shows market variance relative to inflation. The chart shows a red (or negative number) up and through fiscal year 2013. But 2014 has had substantial improvements to reverse the negative trend.

**11:00 AM Non-motorized Program – Leo Hennessey**

Leo Hennessey gave a presentation starting with legislation from 1989 on then versus now with the Non-motorized Program. The idea behind the legislation was to improve non-motorized trails in Idaho. Leo has been trying to do for the last 25 years through a few programs. One such program to improve non-motorized trails is through "Rails Trails." This program enables travel on abandoned railroads. Jeff Cook rode on every abandoned railroad and created a priority listing (high, medium, and low) that needed work. Through the years 90% of the high priority trails have been completed. Some of these trails include: Trail of the Coeur d'Alene of 73 miles, Mullan to the Montana state line, 13 miles of the Hiawatha rail

trail, Weiser River Trail of 80 miles, Idaho State Centennial trail (starts south of Murphy Hot Springs and travels through the center of Idaho to British Columbia). Two more items Leo works on are general response on where to go and play and technical assistance for building or maintaining trails. Some of the technical assistance involves education in trail etiquette of motorized versus non-motorized. The last few years have evolved to much less conflict as there once was. Another area of Leo's expertise consists of guiding agencies for proper funding to start, build, or add on to trails. Assisting enthusiasts to which grant to apply for or how to fund raise is an important step with the "Rail Trail" program. One source of funding comes in the form of a mountain bike license plate program. To date the mountain bike license plate program has generated \$70,000.00. Outside of the "Rail Trail" program Leo works with the Recreation Trail Program grants or commonly called RTP grants. Aiding sponsors and grant committees on what project to work. The Winter Program allows for the 16 park and ski areas. This program was designed to fund parking lot plowing and additional grooming. Skiers can buy an annual pass for \$25 or a daily permit for \$7.50. The last item Leo talked about was the Idaho City Yurts Program. Leo manages 6 back country yurts that includes 60 miles of trails that are operational all year. The revenue that is generated has allowed Leo to hire 4 seasonal employees and volunteers. IDPR has moved from a 20% occupancy rate to 60% occupancy rate. Revenue has jumped from \$30,000.00 to \$100,000.00. There is currently room for expansion but more analysis is needed.

Jean McDevitt asked if there were any opportunities to connect trails from Oregon, Washington, Montana, and Idaho. Leo stated a plan is formed but IDPR needs to wait for the trail sections to be abandoned. The abandonment usually happens when companies decide it is not cost effective to use the rail road. A rail banking program can be used but it still requires the rail road to not be used for a prolonged period of time.

Randy Doman is interested in how IDPR will fit in the backlog of trail maintenance. Leo spoke about working with different agencies and user committees to minimize the backlog. There is a push to increase private funding to open the wilderness trails. Coordination with the Forest Service will help with any and all assistance IDPR can acquire. Currently the Back Country Horsemen have been the biggest pushers for clearing trails so far.

Director Langhorst suggested opening a meeting for motorized and non-motorized staff to Board members to brainstorm. The focus will entail how IDPR's leadership can assist with managing the trails in the best way possible.

#### **11:20 AM BREAK**

**BOARD MOTION:** Susan Buxton made a motion to amend the agenda to move the Mountain Bike Plate Program prior to Billingsley Concept but before lunch. Robert Hansen 2<sup>nd</sup> the motion. Chairman called for further discussion. No further discussion Chairman called for a vote: 6 – Ayes, 0 – Nays.

#### **11:30 AM Mountain Bike Plate Program – Steve Martin**

The Mountain Bike Plate Program was established in 2011. The statute provides funds in an exclusive account with the department to be used in preservation, expansion and maintenance of trails. In prior years IDPR has not had a formal process to allocate these funds. Today IDPR is requesting approval of a defined Mountain Bike Grant Program.

**BOARD MOTION:** Randy Doman made a motion to approve staff recommendations on the Mountain Bike Plate Grant Program and as a caveat the grant funding instructions be circulated to Board member Buxton to review. Tom Crimmins 2<sup>nd</sup> the motion. Chairman called for further discussion. No further discussion Chairman called for a vote: 5 – Ayes, 1 – Nay (Susan Buxton).

**STAFF ACTION:** Create grant funding instructions to be circulated to Board member Susan Buxton to review.

**12:00 PM LUNCH**

**1:00 PM Billingsley Concept – Jim Thomas**

Development was tasked with developing a rough draft concept plan/bubble diagram for Billingsley Creek for the November Board meeting. Presentation included a Power Point slide identifying the following site facilities and activities:

- A large outdoor equestrian arena (300' by 200') for rodeo type events.
- Event seating/bleachers, support facilities.
- Livestock pens and horse stalls, various holding facilities, and storage areas.
- Campground that is close enough to feel part of the equestrian facilities but far enough away from stalls to not be impacted by the smells and provide separate access for horses than campers.
- Provide access to kayak intake and outtake areas on Billingsley Creek.
- Provide access to trails and trail links offsite.
- Provide an area for groups, like Boy Scouts, for unimproved camping and gatherings.
- Provide an amphitheater area for concerts.

**BOARD MOTION:** Susan Buxton made a motion to authorize the Director and staff to take the concept plan as presented to the Hagerman and Billingsley Creek community. Solicit input and priorities from the communities and bring back to the Board. Robert Hansen 2<sup>nd</sup> the motion. Chairman called for further discussion. No further discussion Chairman called for a vote: 6 – Ayes, 0 – Nays.

**STAFF ACTION:** Take concept plan as presented to the Hagerman and Billingsley Creek community to solicit input and bring back to the Board.

**1:40 PM Criteria to Evaluate Park Acquisitions and Dispositions – Anna Canning**

In our strategic plan, we committed to update the document “Procedure to Identify and Evaluate Areas of Outstanding Natural, Scientific, Cultural, Historic or Recreation Value in Idaho” to reference the goals and objectives of the current strategic plan. The target date for that action is November 2014. The intent was to create a document that could guide staff and the Board in weighing the relative merits of potential park properties. The Board packet contains descriptions and site evaluation score sheet as a tool for acquiring property.

**BOARD MOTION:** Robert Hansen made a motion to amend the agenda to Jennifer Okerlund give her presentation today at 2:00 PM instead of tomorrow morning at 8:30 AM. Tom Crimmins 2<sup>nd</sup> the motion. Chairman called for further discussion. No further discussion Chairman called for a vote: 6 – Ayes, 0 – Nays.

**2:00 PM Passport Marketing Presentation – Jennifer Okerlund**

The Board packet contains the 2015/2016 Idaho State Parks Passport Marketing Plan. On the first page you will see the goal is to increase sales by 20%. According to the fiscal officer Steve Martin that goal is achievable. We have moved from the “I’ve been everywhere” to new commercials. We will also blend the 50<sup>th</sup> anniversary messaging with the Passport sales to accomplish maximizing the budget dollar. This will allow generating awareness of our anniversary. We now have reliable data from ITD that enhances our marketing strategy. Another new program is to extend our message to automobile and RV dealerships to help spread the word at time of purchase.

Board members advertising in the free weekly papers such as the Nickle’s Worth or the Thrifty Nickle.

**BOARD MOTION:** Susan Buxton made a motion to amend the agenda to present the Market Lake Partnership Proposal today instead tomorrow. Randy Doman 2<sup>nd</sup> the motion. Chairman called for further discussion. No further discussion Chairman called for a vote: 6 – Ayes, 0 – Nays.

**2:20 PM        BREAK**

**2:30 PM        Market Lake Partnership Proposal – Keith Hobbs**

IDPR was approached by Idaho Department of Fish & Game not long ago about potential partnership of the Market Lake Ranch. In 2012, Ducks Unlimited purchased the privately held Market Lake Ranch, encompassing 900 acres of wetlands and associated habitats. In addition to the wildlife habitat a large meeting facility (sportsman lodge), 35 serviced campsites, fishing pond, and sporting clay range are found on the property. Since its purchase, it has been the intention of Ducks Unlimited to negotiate for the sale of the property to a public agency or other non-profit entity, which would allow for the protection of the property's resource value and maintain public access. The Idaho Department of Fish & Game (IDFG) and the Idaho Department of Parks & Recreation (IDPR) have held preliminary discussions to explore the potential of a partnership in which IDPR would manage recreational facilities located on the ranch and an associated 144 acres. The IDFG would manage the remaining acreage, primarily for wetland production and fishing/hunting opportunities. Staff evaluation of the partnership indicates a potential for the creation of a unique recreational and educational opportunity for the residents of Eastern Idaho. The property and its associated facilities could serve as a center for experience-based programming, special events, and unique recreational activities. A partnership between IDPR and IDFG focused on one site and facility creates a large pool of resource and education specialists which could provide varied and sustainable programming opportunities for the public.

After the presentation from Keith Hobbs, the Board is clearly interested in pursuing a partnership with IDFG on Market Lake Ranch.

**3:20 PM        BREAK**

**3:30 PM        Public Forum**

**3:45 PM        Reception**

**4:30 PM        RECESS**

**Friday, November 14, 2014**

**8:30 AM        Development Projects – Jim Thomas**

The following slide presentation shows the progress on various Development Bureau construction projects across the state. For detailed information on each Development Bureau projects, please refer to the Development Board Report.

**8:50 AM        Registration Modernization Update – Tammy Kolsky**

Tammy Kolsky informed the Board of a moment of recognition for Mackenzie Stone due to being her last day as the Registration supervisor. An opportunity was observed to thank Mackenzie for her tremendous work in the Registration section.

This presentation covered several aspects of the Registration Modernization project, to include: Analysis of past performance, significant achievements, work to be performed, and risk management activities.

**9:00 AM        Reservation Program Activity – Tammy Kolsky**

The following documents in the Board packet comprise of the Reservation Program activity report. The information supplied details FY-15 first quarter reservations and site facility occupancy by park. Additional details depicting in-state and out-of-state usage by park have been provided.

**9:15 AM Vardis Fisher – Director Langhorst**

In 2012 the Park and Recreation Board acquired title to the Aqualife Aquaculture Facility, the Vardis Fisher Property, and related acreage from the Idaho State Building Authority. On November 13, 2012, the Board directed that the acquired properties be placed in the Park Lands Trust, and directed Department staff to pursue the sale or exchange of the properties.

Pursuant to directives from the Board and the Legislature, the Aqualife Aquaculture Facility was recently conveyed to the Idaho Water Resource Board. Pursuant to House Bill 644, the Department of Parks and Recreation received \$1,635,000.00 from the Water Resource Board for the Aqualife property, and an increase in general fund appropriations of \$250,000.00 annually.

The Water Resource Board is now seeking to acquire the Vardis Fisher property and adjacent lands to ensure the security of the spring water sources that serve the Aqualife Aquaculture Facility. Acquisition of the property by the Water Resource Board is in the public interest because it will assist in the resolution of conflicting demands on ground water and spring water sources in the Hagerman area. The property sought by the Water Resource Board is approximately 74 acres in size. The Department will retain for future sale approximately 16 acres on the west side of Billingsley Creek.

In consideration of the fact that the property will continue to be held by the State of Idaho and used for public purposes, the Department is not required to obtain market value for the property. The Department and Water Resource Board have agreed that the Water Resource Board will pay consideration of \$250,000.00 for the property. Staff recommends that the Board authorize the conveyance of the 74 acres to the Idaho Water Resource Board.

**BOARD MOTION:** Tom Crimmins made a motion to authorize staff to move forward with the conveyance of the 74 acres to the Idaho Water Resource Board. Jean McDevitt 2<sup>nd</sup> the motion. Chairman called for further discussion. No further discussion Chairman called for a vote: 6 – Ayes, 0 – Nays.

**STAFF ACTION:** Work with Steve Strack to move forward with the conveyance of the 74 acres to the Idaho Water Resource Board.

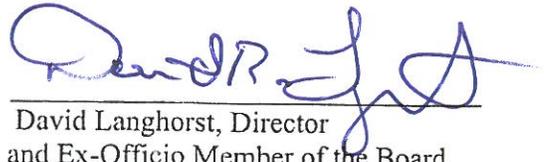
**9:35 AM Staff Reports – Director Langhorst**

Director Langhorst shared feelings and education from several cite visits. A heavy feeling occurred at Old Mission, Harriman, and Farragut. We have enormous historical assets with in the IDPR system. Director Langhorst realizes a big challenge to maintain our historical assets. We do not have a curator and over the long term we need to maximize our partnerships with any agency that will help IDPR to preserve our historical assets. Director Langhorst, Keith Hobbs, and David White presented a couple of videos about Parks. As a wrap-up, the Rec Bureau will be out with boats and an enduro-cross this weekend. The ATV training track is finally permitted. The Nez Perce-Clear Water letter did go out. Boulder White Cloud letter is being reviewed by the Governor's office. The Beckerman Project is in reference to Boise National Forest and a couple of road closures that go to Yurts (Star Gazer and Sky Line). Boise National Forrest have alternative plans to assist with keeping current Yurt roads open. Director Langhorst will be attending a meeting with the Idaho Recreation Council. Working with Fish & Game on youth fishing programs. Retail programs are being evaluated to maximize the revenue potential. Forward movement on our Economic Impact Study plan. Dr. Ed Mahoney from Michigan State University is assisting IDPR with building a real-time model. Time capsule will open on July 1, 2015.

11:30 AM

**BOARD MOTION:** Randy Doman made a motion to adjourn. Susan Buxton 2<sup>nd</sup> the motion. Chairman called for a vote: 6 – Ayes, 0 – Nays.

  
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Charles Correll, Chair  
Idaho Park and Recreation Board

  
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David Langhorst, Director  
and Ex-Officio Member of the Board