



**Lava Hot Springs Foundations  
Board of Directors  
January 19, 2024  
Meeting Minutes**

The Board of Directors of the Lava Hot Springs Foundation of the State of Idaho met on Friday January 19, 2024 at the Lava Hot Springs Foundation's Administrative Board Room 430 E. Main Street in Lava Hot Springs Idaho.

**Mission Statement**

To ensure that the public has access to healthful, clean, and inviting facilities for recreation and healing purposes.

**Present**

In attendance were Chair Jeff Hough, Vice Chair Ronald Johnson, Board Members Robert Geddes, Cameron Salt, and Lisa Wood. Executive Director Tyson Koester and Management Assistant Bridget Losee. Guests: Kody and Andrea Tillotson.

**Welcome and Introductions**

Chair Jeff Hough called the meeting to order and welcomed all in attendance.

**Action Item, Review, and motion on Minutes from November 17, 2023.**

The November 17, 2023 meeting minutes were emailed to the Board of Directors for review. Ronald Johnson made a motion to approve the November 17, 2023 meeting minutes, Robert Geddes seconded the motion. The motion carried unanimously.

**Proposal/Potential Action Item from KOA for Lease Expansion**

Kody and Andrea Tillotson, managers-lessees of the KOA Campground, K&A Camping LLC submitted an Initial Proposal for Discussion: K&A Camping proposes to build a campground expansion to the east of their current KOA campground. It would be located on the State-owned parcel just north of Highway 30 and east of Blazer Highway. This new addition would have a separate check-in facility and adjoin their existing KOA by a walking path under the highway along the Portneuf River. The nearly three acre build out would include the following:

- (22) back-in, partial hookup, RV sites (50-amp power; water).
- (5) pull-thru, partial hookup, RV sites (50-amp power; water).
- (1) one building consisting of a small check-in office and a men/women's bathhouse.
- 800-amp power service.
- Possible new well for public water or an extension of our existing campground well system.
- Black, chain link fencing for the perimeter (North and West sides only).
- Automated entrance gate.

Construction could begin in late 2024 and take about 1 year to complete.

This parcel of ground is currently being used for temporary gravel storage. They believe this addition would further beautify Lava, while upholding a high KOA quality product and enhancing the value of the State property. They welcome any feedback and questions.

Bannock County Road and Bridge is currently using the property for a gravel pit and storage for their Road and Bridge equipment. Jeff Hough said that from the county perspective they wouldn't have an issue with this proposal and to move to another location.

The project is estimated to cost 1.2-1.3 ml. They would keep the campground open for 8 months of the year. There will be a bath house constructed on the west end of the property.

Discussion.

- Vault system for the large-scale septic system.
- Bannock County relocation of the gravel and road equipment to another location.
- Water System ( elevation issue with connecting to the current KOA campground system).
- How long of a lease are you requesting? There are 40 years left of their current lease and could add this property to their current lease.
- Storm water drainage. Drain the storm water into a sill drain.

They are still making improvements to the current KOA property and their work is excellent. Can the sewer system be installed on this property. Kody can check with DEQ about the regulations involved in installing a sewer system by the Portneuf River. Kody will get the Foundation the information on the costs involved in the install of a new sewer system.

They want the commitment to have it surveyed and construction plans brought forward for approval and then discuss lease term.

Cameron Salt made a motion to accept the KOA concept proposal-plan contingent to State of Idaho approval. Ron Johnson seconded the motion. The motion passed unanimously.

**Update/Potential Action Item on PITA Contract. With Potential Executive Session Under Idaho Code (74-206) (1) (D)**

The PITA Concession at the Olympic Swimming pool-owners Mike and Vickie Hansen attended the November 19, 2023 Board of Directors meeting to let the Board know that they are wanting to sell their business. They are asking \$500,000 for their business.

Boise-Attorney General Office (AG) is saying the asking price doesn't pencil. Tyson has met with AG, and they have an issue with the asking price. We would be buying the assets and the lease. The direction that was given was to request PITA financials and PITA supplied financials. Tyson has put together a price for the assets and years left on the current lease. AG wants us to take precautions with competing with the private sector. Tyson called the PITA owners to let them know that he was presenting this to the Board of Directors at this meeting.

**Discussion**

- If the Foundation purchased the concession and lease for the asking price and ran it ourselves, we would possibly have it paid in 7-8 years. If we offer less, then we would have it paid in 5-6 years. Do we want to run this business? The problem would be with staffing. Looking at this from a business standpoint it would be a good deal.
- If the Foundation doesn't purchase the PITA lease-business, then PITA can sell the business and assign the lease to the new owner for the remainder of their lease with Foundation Board approval.
- It was mentioned that if the Foundation decided to run the concession, we could partner with the School District. They could run it and split the revenue.
- The Foundation could purchase the PITA concession-business then put it out for bid to lease.

Jeff Hough made a motion to rescind the PITA concession offer, Ronald Johnson seconded the motion. The motion carried unanimously.

**Update/Potential Action Item on Design Build Contract**

The contract for the Hottest Pool Renovation Project was awarded to CM Company Inc. CM was originally going to be at this meeting to present their contract with the Foundation on the design build for the Hot Pool but was unable to attend. Tyson has met with CM on the specifications of the contract and the costs involved and there could verbiage added "not to exceed this amount". The contract will have a cost per employee-contractor involved in the project. Tyson can email the concept and contract information for Board review and approval. The contract will have a \$500.00 a day penalty for work over the contract period. Tyson will send the contract to the State for their input then send it to the Board of Directors.

The Board authorized Tyson to get the contract in place and then send it to the State of Idaho to sign-approve the contract and then email to the Board for final approval.

**Director Report**

Executive Director Tyson Koester reported the following.

- Tree Removal-408 trees on the property. Raven's Tree Service has started on the project of tree removal at the Hot Pool facility. They will finish up by next Spring. The trees at the SP will be lifted to 7' level.
- Fire and Ice Winter Festival will be held Feb 2-4, 2024. The Foundation is donating funds toward the Fireworks at this event.
- December 2023 the total attendance at the facilities was 31,003 which was record attendance. The CY2023 attendance total for both facilities was 468,816.
- LED Sign- The City of Lava Hot Springs and the Lava Hot Springs Chamber of Commerce has a request to put an LED sign at the West entrance into Lava Hot Springs. Tyson is working with them on the specifications with ITD.
- Employee Evaluations are being conducted for FY 2025 CEC's. Tyson has been watching the Legislative Session-CEC recommendations, etc.

## Financial Report

### LUMA

LUMA is the State of Idaho's new accounting, payroll, and property management program that the State implemented on July 1, 2023. It has been a struggle since implementation. We haven't been able to get financial reports. When we speak with the LUMA team they mostly don't know how to get the reports we need as well.

We have been having Webex meetings with the State Controller's Office about the reporting for our agency. Tyson and Bridget have spoken with SCO, LUMA team, DHR, and our DFM analysis about getting all our financial reports.

### CY23 Attendance

Hot Pools	313070
Swimming Complex	155846
Total	468816

### Fund Balances

41003	\$5,433,412.85
41004	\$4,570,653.40
Total	\$10,004,066.25

### Revenue vs Expenditures July-December 2023

Total Revenue	\$2,861,627.14
Total Expenditures	\$1,646,320.32
Rev over Exp	\$1,215,306.82

### Discussion/Action Item on Swimming Pool Concession and food Trucks for Summer 2024

We need to get the bids out to vendors to get them set up before the start of the summer season. One restriction would be they have to be on site 90 days during the summer. Tyson has been working on the Food Truck contracts. There was a Food Truck that would leave a few times during the summer to go to other events. Food Truck contracts go out for bids by the end of January. Will there be electrical hookups available for the Food Trucks. The food truck will need to have generators for their electricity.

Jeff Hough made a motion to move forward with sending out a bid for two food trucks for the 2024 summer. Lisa seconded the motion. The motion carried unanimously.

### Update on Parking Lot and Park

We should have the final design shortly. We are going to move further east for the project. We can go 10-20 ft high to stay within the retaining wall restrictions. Project will start September 2024. If we get the final design approved, we can then have the cottonwood trees removed in April or early May (weather permitting).

- Myers Anderson-design.
- Survey Completed
- Project cost \$800,000.00 Myer Anderson projected cost 1.1ml
- Retaining Wall-Design \$ Geo blocks for the wall.

### Update on Bridge Replacement

Preliminary Plans for the Lava Hot Springs Main Street Bridge by the Hot Pool facility. There will be walking paths on both sides of the bridge. The width of the bridge will be 22ft.

The rock retaining wall on Foundation property is of historical value, so if we remove the rocks, it will need to be replaced. The parking lot and walkway will have to be changed slightly as well.

The (Lava Spa Motel) property owners on the south side of the bridge are not in favor of the new bridge walkway on their property. They are saying they will restrict access to their property.

### New Bridge

- Need walkways on both sides of bridge for foot traffic.
- It will help with the flow of traffic.
- It will be a prefab structured bridge.

### LSHF Board Officer Nominations and Elections

Chair Jeff Hough opened the floor for officer nominations.

Cameron Salt made a motion to nominate Jeff Hough as Chair and Ronald Johnson as Vice Chair for CY24, Lisa Wood seconded the motion. The motion carried unanimously. Jeff Hough and Ronald Johnson accepted the positions.

