

**Wyoming Department of State Parks and Cultural Resources
ANNUAL REPORT – FY2008 (July 1, 2007 – June 30, 2008)**

General Information

Agency Name: Wyoming Department of State Parks and Cultural Resources

Director's name and official title: Milward Simpson, Director

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Other Locations: Laramie, WY – SHPO Cultural Records Office, Office of the State
Archeologist
Lander, WY – State Trails Program Field Office

Statutory References:

Established 1895, reorganized July 1, 1999 as the Department of State Parks and Cultural Resources

W.S. 9-2-401 through 9-2-419-State Archives, Museums and Historic Department

W.S. 9-2-901 through 9-2-911-Art's Council

W.S. 9-2-1701 through 9-2-1708-Reorganization of State Government

W.S. 9-2-2017-Department of State Parks/Cultural Resources Creation

W.S. 9-2-2301 through 9-2-2308-Wyoming Cultural Trust Fund Act

W.S. 11-10-113 Wyoming Pioneer Memorial Museum

W.S. 16-6-801 through 16-6-805-Works of Art in Public Buildings

W.S. 24-14-101 through 24-14-102-State Parks Road Program

W.S. 31-2-401 through 31-2-409-Snowmobiles

W.S. 31-2-701 through 31-2-707-Off-road Recreational Vehicles

W.S. 36-4-101 through 36-4-123-State Parks and Cultural Resources

~~W.S. 36-8-1301-Veteran's Memorial Museum (repealed 2008 Legis. Session)~~

W.S. 36-8-1401 through 36-8-1403-Wyoming Historic Mine Trail and byway

W.S. 36-8-103 through 36-8-1403-State Parks and Reserves

W.S. 39-17-111-Snowmobile Gas Tax Distribution.

Clients Served: Wyoming citizens, out-of-state visitors, local, county and state governments and agencies, public schools and institutions of higher education, Wyoming nonprofit organizations, Wyoming businesses

Agency to which Your Group Reports: The Wyoming State Parks and Cultural
Resources Commission (Advisory)

Number of Members: nine

Meeting Frequency: Quarterly

Wyoming Quality of Life Result:

- Wyoming values the unique aspects of its western heritage, providing residents and visitors expanding access to cultural, historical and recreational experiences.
- Wyoming's natural resources are managed to maximize the economic, environmental and social prosperity of current and future generations.
- Wyoming families and individuals live in a stable, safe, supportive, nurturing, healthy environment.
- Wyoming state government is a responsible steward of state assets and effectively responds to the needs of residents and guests.

Contribution to Wyoming Quality of Life:

This agency contributes to the Wyoming quality of life through a combination of preservation, education/outreach, planning/construction/maintenance, and public safety by providing opportunities to learn about and enjoy the state's arts, parks and history.

Basic Facts:

The Department of State Parks and Cultural Resources (Arts, Parks & History) consists of approximately 182 full time, 11 permanent part-time, and 130-150 seasonal personnel. The department consists of two divisions: the Division of State Parks, Historic Sites and Trails (SPHS&T), and the Division of Cultural Resources. In addition, the department includes an administrative services arm (Director's Office, Human Resources, Accounting, Information Technology and Public Information/Education) serving both divisions.

The department's headquarters is located in Cheyenne, with State Historic Preservation and State/Archaeologist field offices in Laramie, Trails Program offices in Lander and State parks and historic sites located statewide. Our programs serve over 2.5 million people each year, in-state and out-of-state.

The total operating budget for the department for Fiscal Year 07-08 was \$47,331,048, of which \$32,444,442 were general funds. The Department's budget accounts for less than 1% of the state's overall General Fund budget. Budget Expenditures for FY08 \$21,527,472, does not include Cap Con.

Performance measurement #1 – Develop and maintain a staff of employees that are capable, efficient and proud to be employed by the Department.

Story behind the last year of performance –

To provide the highest quality customer service internally and externally, our employees must be knowledgeable and receive current training. During the past year the majority of training was done internally on policies, procedures, and the new WOLFS accounting system. Employee training, regular staff meetings, and employee development occurred as a low cost and no-cost solution. Employee development and training still remains a priority within our agency, but additional training and development dollars will be needed. This agency will continue efforts towards making our workforce more focused, knowledgeable, and productive. Turnover rate was 7.1 percent, which included retirements, resignations, transfers and terminations, and reflects to some extent job satisfaction. Turnover rate is expected to increase with 19% of current employees eligible for retirement within the next three years. Chart only reflects full and part-time positions, not seasonal.



What has been accomplished -

Due to lack of budget dollars within Administrative Services our training classes were limited. We took advantage of required fiscal training conducted by the State Auditor’s Office (low cost), and staff attended training sessions for the new accounting/Wyoming On-line Financial System (WOLFS). During separate workshops for State Parks/Historic Sites/Trails and Cultural Resources Division employees, the Administrative Services Section provided training on department and state policies, procedures and forms, and provided a manual for reference. Effective April 1, 2008 a department-wide policy manual was implemented. In addition to regular staff meetings, Cultural Resources staff attended professional conferences and institutes, technical training and specialized programs. Internal communication was improved by holding regular staff meetings with the Office of the Wyoming State Archaeologist and the Historic Preservation Office Staff. Finally, the Wyoming Arts Council received state general funds for FY09 to support one-half of four positions that were previously federally funded, to assure retention of qualified staff and continuation of programs and services.

Performance Measurement #2 – Provide educational outreach and customer service to the public. This includes providing information, through a variety of channels including brochures, web sites and the media, that is correct, timely and easily accessible. Because of the diversity of the department and programs involved, these measurements are broken down into six distinct areas: Administrative, Arts Council, Historic Preservation Office, State Museum, State Archives and the Division of State Parks and Historic Sites and Trails.

Story behind the last year of performance –

Administrative Services – New technology, training, and processes have allowed staff to effectively and efficiently provide timely and cost effective results.

What has been accomplished –

Computer leasing was put on hold by the 2008 Legislative 59th Budget Session pending a study from the Office of the Chief Information Officer (OCIO). The results of that study concluded that statewide computer procurement should happen in a consolidated manner through the OCIO. With 162 units left to replace department-wide, we are working with the OCIO to determine the best course of action for accomplishing that objective. The department web presence continues to evolve. Over the last fiscal year (July 1, 2007 thru June 30, 2008) the department received a total of just under 25 million page hits from just under 2 million unique visitors. Our most popular sites were State Parks and Historic Sites (just over 8 million hits), the State Historic Preservation Office (just over 6 million hits) and the State Trails Program (just over 3 million hits). The department has initiated ways for constituents to provide feedback without exposing our E-mail addresses, but do not presently have a mechanism for visitors to leave their E-mail addresses for us to send out unsolicited information, such as parks updates.

The public information section (PIO) continues to produce and design quality products in-house such as brochures, pamphlets, posters, and flyers, as budgets allow. A majority of the section's time is spent on dissemination of department information to the public and responding to media inquiries. Dissemination of information is accomplished through print and audio press releases sent statewide and regional outlets. The section is also responsible for the planning, production, and fundraising for department events such as Governor's Arts Awards, Governor's Capitol Art Exhibition, and other special projects. The PIO section produced a variety of video productions ranging from advertisements to informational web productions and documentaries. Several of the documentaries have appeared on Wyoming Public Television. Limited newspaper advertising was purchased to promote special events or announce job vacancies due to limited budgets.

Story behind the last year of performance –

The State Historic Preservation Office and Office of Wyoming State Archaeologist (SHPO/OWSA) continue to work to educate the public on the importance of the preservation of archeological and historic resources in Wyoming.

What has been accomplished – In the fall of 2007, the SHPO and OWSA offices relocated to the new University of Wyoming Anthropology Building. The artifacts maintained by the Archeological Repository and SHPO cultural records were moved into this new state of the art facility. This allowed us to consolidate our programs into one location where the public and

researchers can have access to the information and materials maintained. Funding was requested, but not obtained to hire a full time curator for the repository.

The Office of the Wyoming State Archeologist continues to conduct innovative research projects and received support from various federal and state agencies to research and record high-altitude archeological sites, focusing on sheep trap structures and stone structures. The National Park Service has contracted with OWSA to locate remains of the Nez Pierce Trail and associated sites. The department unsuccessfully requested funding to support public outreach on these projects from the Legislature. The Office of the Wyoming State Archeologist continues to provide over 100 public programs per year on their projects without state funding assistance.

Story behind the last year of performance -

State Museum - Through museum exhibits, collections activities, public programs and use of new technology the State museum provided educational outreach and customer service to the public. Visitors to the State Museum filled out 211 surveys: 184 of those rated their experience “excellent,” 27 rated it as “good” and 1 rated it as “average.” Collections Staff cataloged 2,875 objects and museum interns cataloged 1,075 objects. All of this information was entered into the program’s PastPerfect database.

What has been accomplished -

A total of 5,347 people attended children, student and adult educational programs. Statewide, 1,415 students used the State Museum “Discovery Trunks” in the classroom. Two new traveling exhibits were completed for educational outreach around the state: “West Across the Sky-History of Aviation in Wyoming” (this exhibit also has a video) and “The New Deal” as part of the 75th anniversary celebration of the New Deal. Several exhibits were created in the State Museum galleries - “The 75th Anniversary of the Wyoming Highway Patrol,” and an exhibition on quilts and artifacts for the Native American Gallery were installed drawing from the State Museum’s permanent collection. We sponsored two exhibits” “Quilts – Elements from the Front Range” quilts from Wyoming, Colorado and New Mexico, and “Wild About Bears” which featured three dimensional bears as the canvas for various Wyoming high school art program’s artistic interpretations.

Staff also responded to requests (by telephone, e-mail or on site) with the staff of St. Joseph Children's Home Museum, Diamondville Stolen Bell Museum, Wyoming Veteran’s Memorial Museum, and the Wyoming National Guard Museum to discuss issues pertaining to cataloging, exhibit design and proper collections storage. As part of the State Museum’s “Digital Exhibit Project”, equipment was delivered to the Uinta County Museum and installed. Three other museums will have similar equipment delivered and installed. We added 6 more audio tour stations for a total of 13 at the State Museum’s exhibits, allowing visitors access expanded interpretational information with their personal cell phones. This is a collaborative effort among Cheyenne area museums.

The Legislature (during the 59th session, HEA 0032) approved the transfer of the operation, management, and staffing (1 full-time and 1 part-time position) of the Wyoming Veteran’s

Memorial Museum from the Department of State Parks and Cultural Resources to the Wyoming Military Department.

Story behind the last year of performance -

State Archives – The Government Records Section within the Wyoming State Archives distributed surveys. Of the 43 surveys that were returned, 40 indicated that patrons had received excellent services.

What has been accomplished -

A total of 11 workshops, orientation programs and tours, and programs/displays for the public were sponsored or co-sponsored by the Government Records Branch. Two of the workshops were co-sponsored with the State Historical Advisory Board (SHRAB), an activity funded by a grant from the National Historical Publications and Records Commission (NHPRC), National Archives and Records Services. In partnerships with various state agencies and with a local hosting organization in Cheyenne, these workshops provided people from state and local government and private organizations an opportunity to learn how to legally and properly manage all types of paper and electronic records, how to prepare for and handle disasters, and how to provide proper access to their records as required by the Wyoming Public Records law (W.S. 16-4-201-205). The other workshops and tours were for various groups including, University of Wyoming students, teachers, legislative interns, the Gering Museum staff and volunteers, the Wyoming Chapter of ARMA International, and participants from throughout the United States attending the Midwest States Annual Micrographics Conference that the department sponsored. Staff also participated in the Wyoming Association of Municipalities and the Wyoming Officials Association annual conference. Approximately 500 state employees in Cheyenne and field offices have been trained on the new State Records Center software, which now is available thru the state's e-portal.

There were 117 new records retention schedules legally approved by the State Records Committee (W.S. 9-2-411). Micrographic Services microfilmed 1,336 cubic feet of records and scanned 37 cubic feet of records. 5,949 cubic feet of permanent and non-permanent state records were transferred to the State Archives and Records Center, and a total of 1,086 cubic feet of records were preserved and made accessible by staff of the Government Records Branch who processed 11,514 research requests for patrons.

Story behind the last year of performance -

Arts Council – As a program within the Department of State Parks and Cultural Resources, the Wyoming Arts Council responded to the needs of residents and guests in FY 2008 by providing: information statewide through its newsletters, website, blog, listserves, press releases, brochures and targeted mailings; seminars, training and technical assistance for artists, arts educators, and opportunities for arts organizations; and funding for arts programs and projects through 276 grants and fellowships awarded to schools, non-profit organizations and artists in 22 counties.

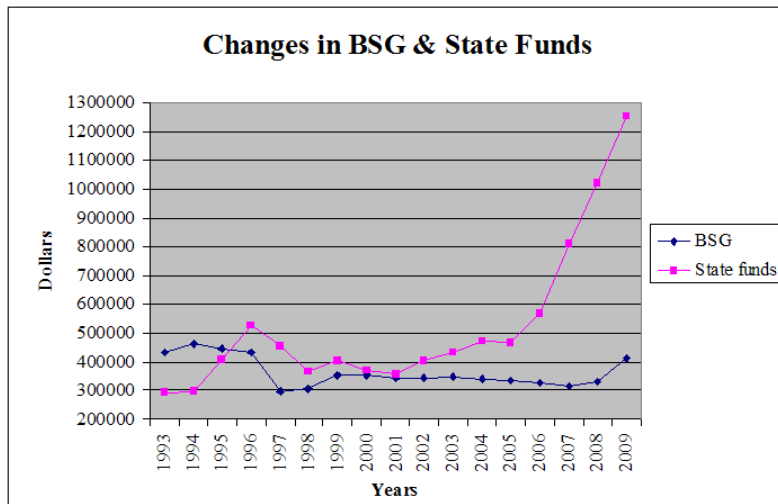
What has been accomplished -

The Art Council's mission statement for its 2006-2010 Strategic Plan is a part of the partnership grant submitted annually to its federal partner, the National Endowment for the Arts (NEA): *The*

Wyoming Arts Council enhances the quality of life for the people of Wyoming by providing resources to sustain, promote and cultivate the arts.

The Art's Council assisted the state's artists to earn "livable incomes" through programs recognizing artistic excellence, and supporting professional development and training.

Grants and technical assistance by Arts Council staff to pre-school and K-adult arts education programs helped assure that Wyoming children achieved their highest potential during early development, and were successfully educated to prepare for life's opportunities.



BSG – Basic State Grants-Federal –National Endowment for the Arts

Story behind the last year of performance –

State Parks and Historic Sites/Trails – the program provided grant assistance, volunteer coordination and interpretation services to educate the public.

What has been accomplished -

State parks and many historic sites were open for business 365 days this past year, and staff oversee 11 state parks, 21 historic sites, 2 archaeological and petroglyph sites and 1 recreational area totaling 35 parks and sites. Throughout the years numerous changes have taken place with the legal boundaries of the properties SPHS manages. This summer and last summer SPHS hired an intern to begin researching the legal boundaries of the properties we manage. This research indicates the actual boundary of several state parks and historic sites differs from that identified in statute. SPHS will need to conduct additional research to confirm all of the legal property boundaries within the system and have begun work with the proper authorities to resolve the situation in the hopes of completing this project for consideration during a future Legislative session. The division continues to update and develop information for web page contacts dealing with state parks and historic sites. The division continues to calculate the total number of fees collected between July 1, 2007 and June 30, 2008.

Three (3) Land and Water Conservation Foundation (LWCF) grants totaling \$203,057 were awarded to the communities of Sheridan and Lovell and for preparation of the Statewide Comprehensive Outdoor Recreation Plan. No additional land was added to the park or historic

site system. The department has developed a volunteer committee and hopes to have a comprehensive system wide volunteer program in place for 2009. In 2008, the number of camp hosts increased from 16 to 24 and volunteer hours increased to 10,134, equating to approximately 5 full-time employees. An example of using volunteers within state parks is the new trail system at Curt Gowdy State Park. To date over 350 volunteers have contributed over 3,000 hours to construct and maintain the trails, resulting in a savings of \$36,000 to the state. SPHS is partnering with local businesses and organizations to sponsor future volunteer days and signed a contract with the Diamond Peaks Mountain Bike Patrol to help patrol and monitor the trails. The Division has made a concerted effort to stabilize, maintain and restore many facilities, and is now making an effort to interpret and educate the public about these sites. In 2007, SPHS put forward a \$3 million legislative bill to improve interpretation and education throughout the system, and received \$300,000. Thirty-five projects have been identified and work is underway or completed on over half of the projects. In FY 08, agency staff applied for and received two grants from the Wyoming Tourism Department for additional interpretation work (new signage). The State Trails Program issued twenty-five Recreational Trail Program (RTP) grants totaling \$1.1 million, added 30 new miles of Off-road Vehicle (ORV) trails and approximately 300-400 miles of new county roads were enrolled. Approximately 21 Trail Crew projects were completed on federal lands across the state. On-going maintenance, grooming, rock removal, tree trimming, sign improvements, construction and placement of informational kiosks were added to the trail system statewide. The Safety/Education position held classes for approximately 5,000 students, traveled with the All-Terrain Vehicle (ATV) simulator to participate and teach safety courses at various events and fairs. Staff also recruited 15 volunteers to serve as educational trail hosts and worked on recruiting partners for the upcoming helmet campaign. The program received a national award from the Coalition for Recreational Trails (CRT) program. Our program was recognized for our ORV maps which promote safety and education with an emphasis on "Tread Lightly" concepts.

Hiring and retaining seasonal employees remains an issue the department is trying to address through appropriation requests and other incentives. Additionally, SPHS is looking at other means to provide services within the system, including expanding the volunteer program and working with organizations like the Wyoming Conservation Corp (WCC). The WCC roofed picnic shelters at Buffalo Bill State Park, trail construction and built bridges at Curt Gowdy State Park, and completed major maintenance projects such as white washing historic buildings at Ft. Bridger.

Performance Measurement #3 – Address critical maintenance needs at State Parks and Historic Sites.

Story behind the last year of performance -

Worked continued to address the division's deferred and critical maintenance issues, and provide recreational opportunities to the public.

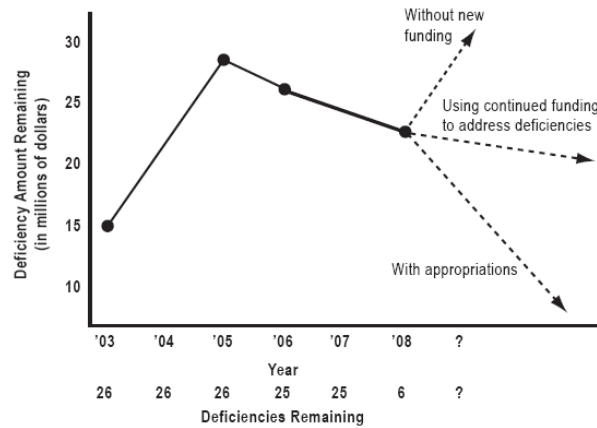
What has been accomplished -

The division requested \$4.3 million to finish addressing critical and deferred facility maintenance in the 2007 59th General Session and received \$858,253. The 2008 Legislature

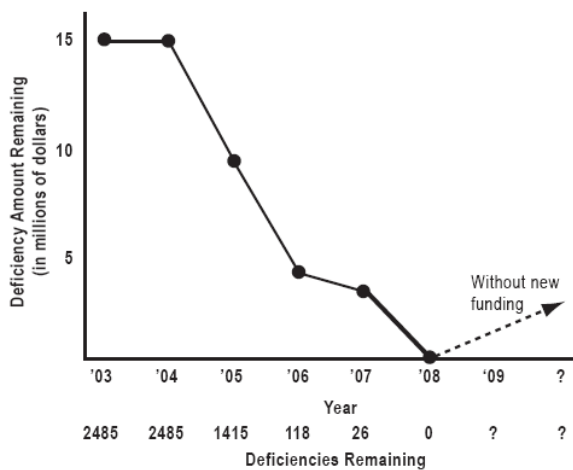
appropriated the \$2.4 million to complete the facility deficiencies and \$3.7 million dollars to begin addressing road deficiencies.

Currently work is under contract or out for bid to complete addressing these deficiencies. The division will be requesting the balance of the funding to complete the critical and deferred deficiencies in a 2009 budget exception request.

Road Maintenance



Facility & Site Maintenance



In calendar year 2007 there were 2.7 million visitors to Wyoming SPHS, approximately a 13 percent increase in visitation from 2006. Based on a visitor use survey it is estimated that 45.8 percent of visitors to state parks are residents and 54.2 percent are non-residents. For historic sites it is estimated that 21.1 percent are residents and 78.9 percent are non-residents. Staff continually evaluates survey results to determine customer satisfaction with our state parks and historic sites. The Trails program continues to calculate the total number of permits and at this time 17,876 residents purchased snowmobile permits; 983 were sold for commercial use and 17,518 non-residents purchased permits. There were 51,949 Off-road vehicle (ORV) permits sold for calendar year 2007.

Delays have occurred on drilling a new well at Ft. Fetterman historic site, (appropriation received 2007- HEA 0085- \$70,000). A ground water study was conducted and specifications and plans developed for the new well, but problems have been encountered in drilling the well. Where the water consultants have recommended drilling the well requires crossing private land and the landowner does not choose to allow access to the recommended location. It would also require the burial of a lengthy section of piping across historically significant land. Other options are being considered with the desire to create a permanent solution during the fall of FY 09. The Division did not receive funding for the spill prevention control and counter measure plan for the above ground fuel tanks and directed to utilize major maintenance funding. Currently, the new components for the fuel tanks have been designed and under review by the Bureau of Reclamation. The agency is awaiting the issuance of the final regulations from the Environmental Protection Agency (EPA) prior to doing any work, which could lessen the requirements for the agency if approved.

Performance Measurement #4 – Preserving Wyoming’s Museum and Archives artifacts and records by reducing or stopping the rate of decay. Preserving Wyoming’s history, as well as its arts and other cultural resources is just as important as providing access to them.

Story behind the last year of performance -

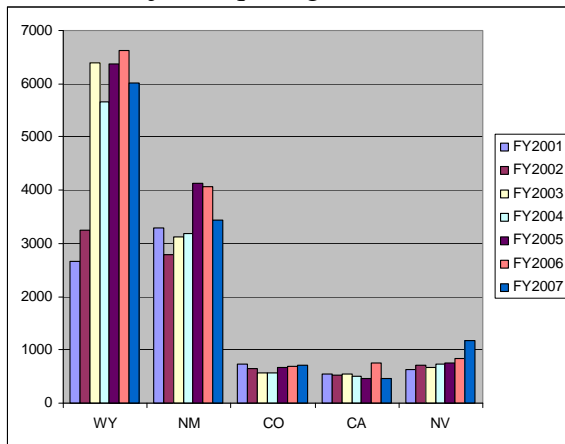
With the recent purchase by the State of the Uncover Building the State Museum’s artifact collection will be moved from a leased warehouse space into a state owned facility.

What has been accomplished -

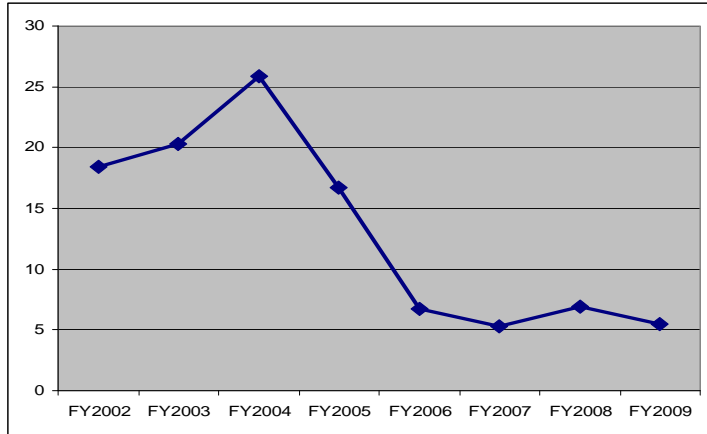
The Uncover Building has temperature and humidity controlled storage areas that will provide the Museum’s collections the proper storage environment for long-term preservation. There is additional storage space that will allow for the growth of the artifact collections. The tentative date for moving collections into the Uncover Building is December 2008.

Performance Measurement #5 – Provide a balance between historic preservation and economic development through accurate and timely review of historically significant sites within the state.

Federal Project requiring review



Response time for reviews



Story behind the last year of performance -

The Wyoming SHPO continues to successfully review federal projects under the “Protocol Agreement” negotiated with the Bureau of Land Management (BLM) in 2006. Electronic submission of information has significantly reduced review time and has allowed staff to focus on complex projects.

What has been accomplished -

The State Historic Preservation Office continues to work closely with federal agencies, project proponents, and interested parties early in the process to reduce adverse effects to historic properties. Early negotiation on projects involving large oil and gas facilities and state-length pipeline projects has been successful to address resource protection and mitigation of adverse impacts to cultural resources while allowing project proponents to proceed with construction. The Overland Pass Pipeline project and Atlantic Rim are both proceeding and the Advisory Council on Historic Preservation showcased the Overland Pass project as a model multi-state Section 106 project. The SHPO is already involved in the discussions on large projects such as the Hiawatha Oil and Gas Field, Ruby Pipeline, Gateway West Transmission line and numerous other projects. Wind Energy has been a focus on both BLM and SHPO in trying to reduce effects of large turbine construction projects on National Historic Trails. The BLM and SHPO are investigating the possibility of historic preservation easements to private property owners similar to those put in place to protect wildlife habitat. Under appropriate circumstances, easements could be used as a mitigation method when other alternatives are not feasible.

Programmatic agreements were finalized between the SHPO and the Natural Resources Conservation Service (NRCS) and the agreement with the United States Forest Service is ready for signature.

In FY 08, the SHPO requested funding from the Wyoming Legislature to develop four historic contexts. Stock grazing and Ranching, Schools, New Deal and Irrigation contexts were moved up the priority list. The SHPO requested the lower cost contexts this year and received funding for two of the four proposed contexts. The Stock grazing and Ranching, and the Schools contexts are slated to be completed by the end of the calendar year of 2009.

In May of 2008, the SHPO, in partnership with Wyoming Main Street, held a three-day historic preservation conference in Cheyenne, WY at the Historic Plains Hotel. The conference was extremely well received by participants and we are now in the planning stages for the next conference to be held in Evanston in 2010. The conference has given preservation more exposure around Wyoming, and the department has received increased requests for historic preservation tax credit projects and National Register workshops. In addition, a one-day workshop will be held in Sheridan in May of 2009 focusing on a topic of interest to both SHPO and Main Street.

The SHPO applied for and received funding from the National Park Services' Preserve America program and the Johanna Favrot fund from the National Trust for Historic Preservation. Fifteen educational workshops have been given throughout Wyoming to all of Wyoming's Certified Legal Governments (CLG's) in the basics of historic preservation.

The SHPO and OWSA prepared and completed the 2007-2013 statewide historic preservation plan. This document required by the National Park Service was approved and implementation is underway.

STATE PARKS AND CULTURAL RESOURCES

