

## **Agenda**

**History and Status of Heyburn Float Homes**

**FY 2012 3<sup>rd</sup> Quarter Financial Review**

**FY 2013 Budget Review**

**Approval of January & March IDPR Board Minutes**

**FY 2014 Budget Proposal**

**FY 2014 Zero-based Budgeting**

**RV Funding Discussion & Approval**

**Billingsley Creek/Aqua Life Exchange**

**FY 2013 Grant Awards**

**Registration Process Discussion & Approval**

**Temporary & Proposed IDAPA Rules**

**Board Policy Proposed Fee Changes**

**Reports**

**IDAHO DEPARTMENT OF PARKS AND RECREATION**  
“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”  
**Board Meeting**  
**May 9-10th, 2012**  
Idaho Dept. Parks and Recreation North Region Office  
2885 W. Kathleen Avenue Suite 1  
Coeur d’Alene, ID 83815

**Tuesday May 8<sup>th</sup>**

5:30pm – 8:00pm — ICORT Evening Reception Coeur d’Alene Resort Conference Center

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Agenda.....1

**Wednesday May 9th**

8:00 a.m. Call to Order

- Introduction of Guests
- Additions or Deletions to the Printed Agenda
- Idaho Employees Association Award
- Public Forum: Three minute limit per person

8:45 a.m. Old Business

- History and Status of Heyburn Float Homes \*IO David White/Dave Ricks.....2
- FY 2012 3rd Quarter Financial Review \*IO Tamara Humiston.....3
- FY 2013 Budget Review \*IO Tamara Humiston.....4

10:15 a.m. Break

10:30 a.m. New Business

- Approval of the Board Meeting Minutes .....5
  - January 30-31, 2012 \*AI
  - March 5, 2012 (Teleconference) \*AI
- FY 2014 Budget Proposal \*AI Tamara Humiston.....6
- FY2014 Zero-based Budgeting \*AI Tamara Humiston.....7
- RV Funding Discussion & Approval \*AI Tamara Humiston.....8
- Billingsley Creek/Aqua Life Exchange \*AI Director Merrill/Steve Strack .....9

12:30 p.m. Working Lunch

- Discussion on Grant Process \* AI Randy Doman
- FY 2013 Grant Awards \*AI Kathy Muir.....10

2:00 p.m. Travel to Old Mission State Park (leave from hotel)

2:30 p.m. Tour Old Mission Sacred Encounters Exhibition

5:30 p.m. Recess & Return to Hotel

6:30 p.m. No host reception and dinner at Bardenay 1710 West Riverstone Drive, Coeur d'Alene.  
All invited to celebrate the retirement of Chairman Ernie Lombard and Deputy Director Dave Ricks

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**Thursday May 10<sup>th</sup>**

8:00 a.m. Registration Process Discussion \*AI Director Merrill/Tamara Humiston.....11

**8:45 a.m. Temporary and Proposed IDAPA Rules \*AI David Ricks.....12**

- Temporary Rules – Misc Emergency Rules
- Temporary and Proposed Rules for Passport Program
- Proposed Rules for Miscellaneous Rules
- Temporary and Proposed Rules for Park and Ski

**9:15 a.m. Board Policy Changes – Proposed Fee Changes \*AI Dave Ricks/Tammy Kolsky.....13**

**9:30 a.m. Website Demonstration \*IO Jennifer Okerlund**

**9:45 a.m.  
Reports.....14**

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>▪ Director (Oral)<ul style="list-style-type: none"><li>○ Idaho Parks Passport Update</li></ul></li><li>▪ Attorney General (Oral)</li><li>▪ Deputy Director</li><li>▪ Fiscal</li><li>▪ Natural Resource</li><li>▪ Development</li><li>▪ North &amp; South Regions</li><li>▪ Recreation Bureau</li></ul> | <ul style="list-style-type: none"><li>▪ Reservations<ul style="list-style-type: none"><li>○ Activity Site &amp; Facility</li><li>○ Occupancy</li></ul></li><li>▪ Human Resource (Not in Attendance)</li><li>▪ Communication/Marketing</li><li>▪ Comprehensive Planning (Not in Attendance)</li><li>▪ Board Members (Oral)</li></ul> |
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**10:15 a.m. Break**

**10:30 a.m. Reports Cont'd.**

**11:00 a.m. Acknowledgement of Retiring Employees and Election of Officers**

**11:15 a.m. Executive Session: Executive Session under authority of Idaho Code § 67-2345(b) to consider the evaluation of public employee, (b) to consider to acquire an interest in real property which is not owned by public agency, and (f) legal options for pending litigation or controversies imminently likely to be litigated.**

**Boxed lunches delivered for attendees of Executive Session only.**

**12:30 p.m. Adjourn Meeting**

**1:00 p.m. Optional Tour of Farragut State Park**

<b>* IO Information Only      * AI Action Item</b>
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(1) This is the final agenda. Copies of the agenda will be available at the Idaho Department of Parks & Recreation, 5657 Warm Springs Avenue, Boise, Idaho. The agenda can also be found on the Department Website ([www.parksand recreation.idaho.gov](http://www.parksand recreation.idaho.gov)) If you have questions or would like to arrange auxiliary aids or services for persons with disabilities, please contact the Department Administrator of Management Services at 208-334-4199. Accommodations for auxiliary aids or services must be made no less than five (5) working days in advance of the meeting.(2) The Action Items address policy and program items the Board may wish to discuss prior to making a formal recommendation or decision. An item may be moved from this agenda area to another at the request of the Board.

(3) The Director's Report provides information only. An item may be moved from this agenda area to another at the request of the Board. Please Note: Discussion times for agenda items are approximate. The Board reserves the right to move agenda items and adjust time schedule as needed.

☐ IDAPA RULE                      ☐ IDAPA FEE                      ☐ BOARD ACTION REQUIRED  
☐ BOARD POLICY                      **X INFO ONLY, NO ACTION REQUIRED**

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **HISTORY AND STATUS OF HEYBURN FLOAT HOMES**

**ACTION REQUIRED:**                      **Information Only, No Action Required**

**PRESENTER:**                      **David White, North Region Manager**  
**David Ricks, Deputy Director**

**PRESENTATION**

**BACKGROUND INFORMATION:** Heyburn State Park currently has 23 float homes located in Hidden Lake. In 1990, the Board decided the float homes would need to be removed from the park by the end of 2009. In 2004, the Board began a review of this decision ultimately deciding in 2008 that they were to be moved to the Chatcolet Marina by the end of 2014. Due to current economics and lack of funding, the Department's ability to develop a marina capable of facilitating the float homes and required public docks is not feasible. Consequently, the Board needs to reassess the previous Board decision. Staff will provide a history and status presentation to begin this process.

**STAFF RECOMMENDATIONS:** This is for information only; consequently, no Board action is required.



**IDAHO DEPARTMENT OF PARKS & RECREATION**  
**2012 FISCAL 3RD QUARTER FINANCIAL STATEMENTS**  
**AS OF**  
**MARCH 31, 2012**



**BY**  
**TAMARA HUMISTON**  
**FINANCIAL OFFICER**

☐ IDAPA RULE      ☐ IDAPA FEE      ☐ BOARD ACTION REQUIRED  
☐ BOARD POLICY      **X INFO ONLY, NO ACTION REQUIRED**

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **FY2012 3<sup>rd</sup> Quarter Financial Statements**

**ACTION REQUIRED:**                **Information Only**

**PRESENTER:**                      **Tamara Humiston**

**PRESENTATION**

Attached are the FY2012 3<sup>rd</sup> Quarter Financial Statements. The information presented reflects an overview of the department's expenditures, Operation's revenue, cash balances and the FY2012 RV allocation and expenditures.

- Page 4 represents the department's FY2012 appropriation, expenditures, encumbrances, and the remaining appropriation balance.

This information is the authorization to spend and does not reflect or equal the fund cash balances.

- Pages 507 represent the Park Operations Total Revenue (all funds), North Region Total Revenue, and South Region Total Revenue. Revenue collected through the third quarter is FY2012 is 10% higher (\$622,099) than collections for through the same quarter in FY2011.
- Page 8 is the FY2012 Cash Balances as of March 31, 2012.
- Pages 9-10 represent IDPR's FY2012 Allocation, encumbrances, expenditures, and the remaining balance for the RV funds used to support operations, administration, and the grant awards. This report does not include the \$3 million directed to Capital Development outside of the grant process.

**STAFF RECOMMENDATIONS:** Information only.

Fund	Notes																				
0125 Federal Indirect	<p>Indirect funds are transferred in as cash is received from federal grant expenditure reimbursements. This includes one time funding for projects which causes significant fluctuations in transfers in as well as expenditures. Unobligated cash is as anticipated and sufficient to support estimated fiscal year expenditures.</p> <p>Transfers In are calculated based on Federally approved Indirect rates which are as follows:</p> <table><tr><th>FY</th><th>Admin</th><th>Operations</th><th>SFG</th></tr><tr><td>2008</td><td>11.31%</td><td>19.61%</td><td>0.90%</td></tr><tr><td>2009</td><td>11.23%</td><td>31.80%</td><td>1.64%</td></tr><tr><td>2010</td><td>13.72%</td><td>27.96%</td><td>2.73%</td></tr><tr><td>2011</td><td>11.20%</td><td>22.75%</td><td>1.80%</td></tr></table>	FY	Admin	Operations	SFG	2008	11.31%	19.61%	0.90%	2009	11.23%	31.80%	1.64%	2010	13.72%	27.96%	2.73%	2011	11.20%	22.75%	1.80%
FY	Admin	Operations	SFG																		
2008	11.31%	19.61%	0.90%																		
2009	11.23%	31.80%	1.64%																		
2010	13.72%	27.96%	2.73%																		
2011	11.20%	22.75%	1.80%																		
0243 Park & Recreation	<p>FY 2012 posted Park Operations Revenues totaled \$3,662,791.</p> <p>Cash Advances to Federal Funds \$600,000 and Park Land Trust \$161,125.</p>																				
0247 Recreational Fuels	<p>All administrative fees allowed are tracked and expended out of the Rec Fuels Admin Fund, 0247.06</p> <p>Cash Advances to Federal Funds, \$650,000.</p>																				
0348 Federal	<p>Revenue is posted as the Department is reimbursed for expenditures pursuant to the applicable Federal Grant Guidelines or Memorandum of Understanding. Advances to the Federal Fund from other funds are as follows:</p> <ul style="list-style-type: none"><li>o Park &amp; Recreation Fund, 0243, \$600,000.</li><li>o Capital Improvement Fund, 0247.01, \$300,000.</li><li>o Waterways Fund, 0247.02, \$350,000.</li></ul>																				
0496.01 Donations	<p>The nature of this fund is project oriented. As a result, revenue and expenditures fluctuate significantly from year to year.</p>																				

<b>Fund</b>	<b>Notes</b>
0496.03 Park Land Trust	Because of the nature of timber sales and expenditures for projects, the % change can fluctuate significantly between fiscal years. Detail on cash balances in this fund are as follows:

<i>Fund 0496.03</i>	<i>Unobligated Cash</i>
<b>Park Land Trust Development</b>	\$ 181,332
<b>Natural Resource Management</b>	-3,900
<b>Mary M McCroskey</b>	1,202,880
<b>Mowry Trust</b>	296,321
<b>Lucky Peak</b>	31,850
<b>Ritter Island</b>	-892
<b>Ponderosa/Kokanee Cove</b>	14,787
<b>Bayhorse Mineral Lease</b>	19,124
<b>Eagle Island Gravel Removal</b>	70,200
<b>No Grant Code</b>	12,647
<b>Total</b>	<b>\$1,824,349</b>

The Ritter Island March preliminary report indicates the current value of the fund on 3/31/2012 was \$1,040,646. The investment change in market value inception to date is \$193,091.

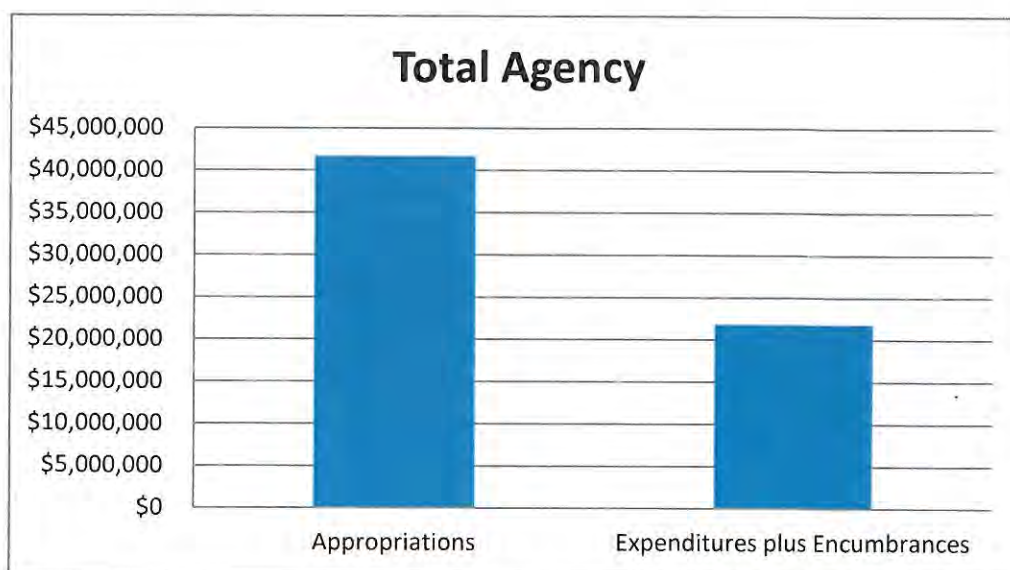
Cash Advances to Ritter Island \$161,125

0496.05 Trail of the Cd'As	Monies held in Trust were transferred to and invested in the Idaho Endowment fund. The march preliminary final report indicates the current value of the fund on 3/31/2012 was \$2,253,317. The investment change in market value inception to date is \$543,380.
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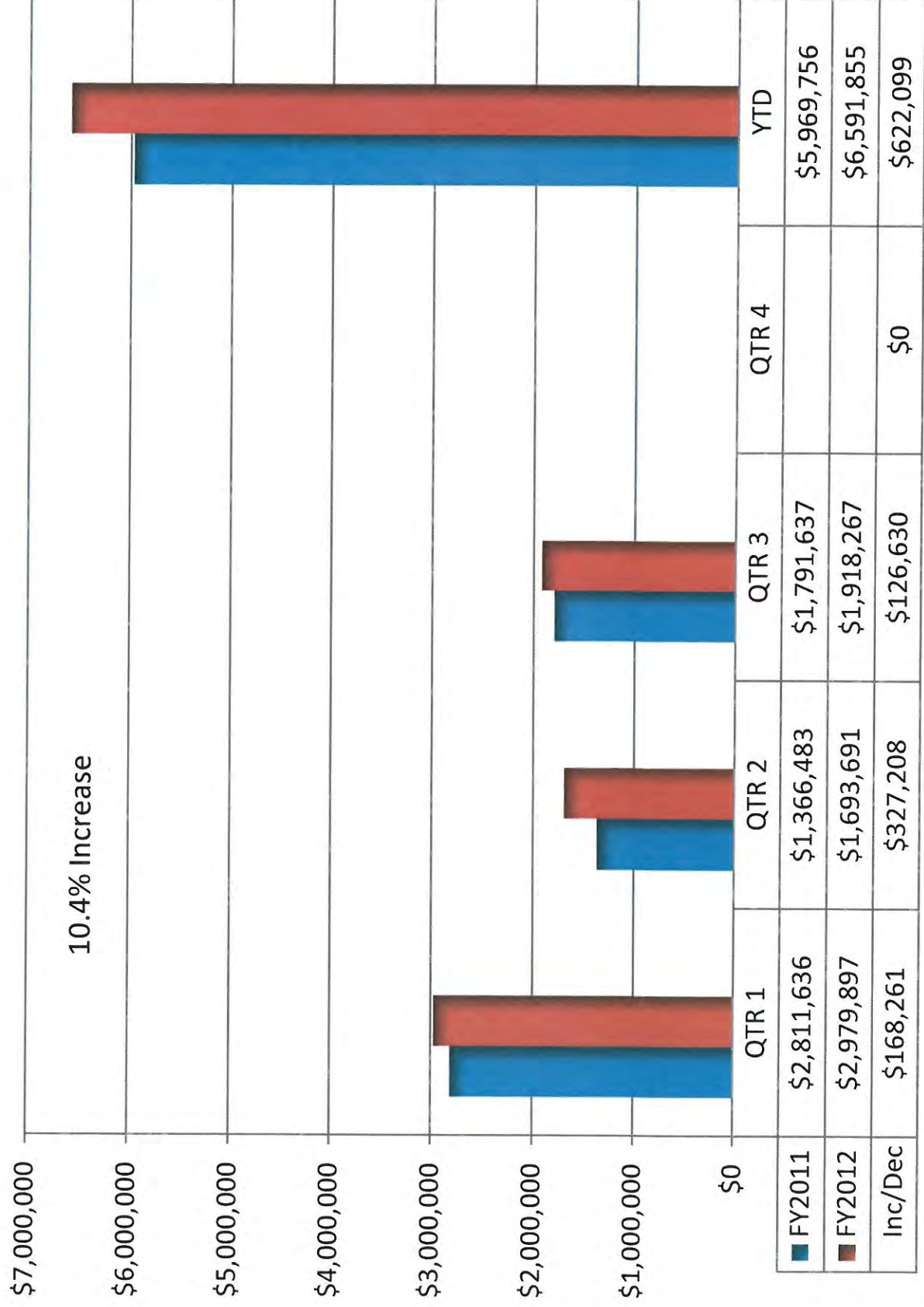


**IDAHO DEPARTMENT OF PARKS & RECREATION**  
**FY 2012 Financial Statement**  
**March 31, 2012**

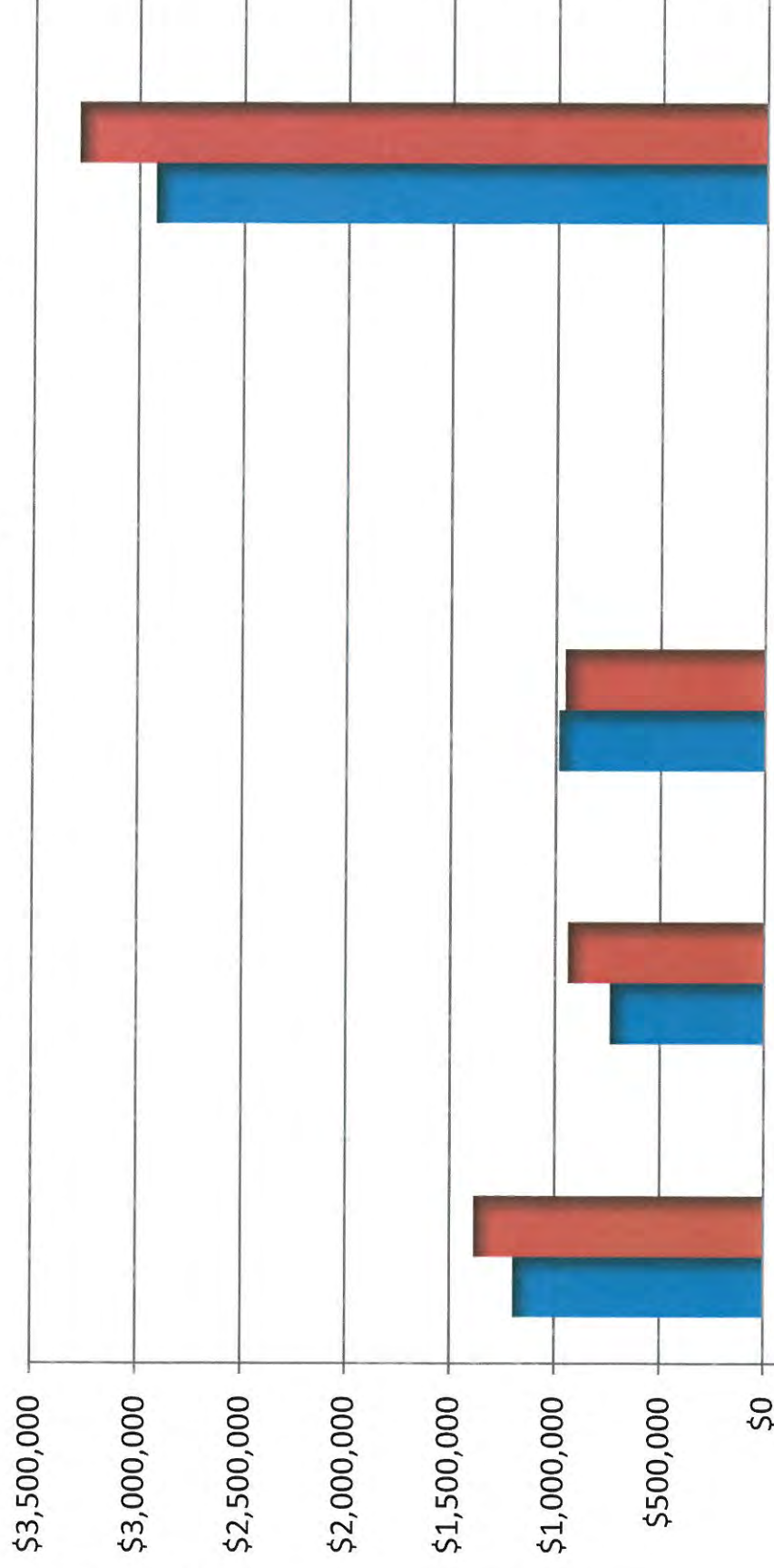
Program/Type	Appropriation	Expenditures	Encumbrance	Balance	% Obligated
<b><u>Management Services:</u></b>					
Personnel:	2,359,400	1,641,817	0	717,583	69.59%
Operating:	1,590,216	1,113,545	2,757	473,914	70.20%
Capital:	68,087	16,504	0	51,583	24.24%
Trustee:	9,601,200	3,519,845	3,695,637	2,385,718	75.15%
	<b>13,618,903</b>	<b>6,291,711</b>	<b>3,698,394</b>	<b>3,628,798</b>	<b>73.35%</b>
<b><u>Operations:</u></b>					
Personnel:	8,151,200	5,839,378	0	2,311,822	71.64%
Operating:	5,363,960	3,028,277	38,426	2,297,258	57.17%
Capital:	1,500,401	958,428	32,822	509,150	66.07%
Trustee:	1,427,500	50,552	0	1,376,948	3.54%
	<b>16,443,061</b>	<b>9,876,635</b>	<b>71,248</b>	<b>6,495,178</b>	<b>60.50%</b>
<b><u>Capital Projects:</u></b>					
Personnel:	0	0	0	0	N/A
Operating:	15,000	0	0	15,000	0.00%
Capital:	11,618,496	911,708	990,926	9,715,862	16.38%
Trustee:	0	0	0	0	N/A
	<b>11,633,496</b>	<b>911,708</b>	<b>990,926</b>	<b>9,730,862</b>	<b>16.35%</b>
<b>Total Agency</b>	<b>\$41,695,461</b>	<b>\$17,080,054</b>	<b>\$4,760,569</b>	<b>\$19,854,838</b>	<b>52.38%</b>



# Park Operations Total Revenue (All Funds)

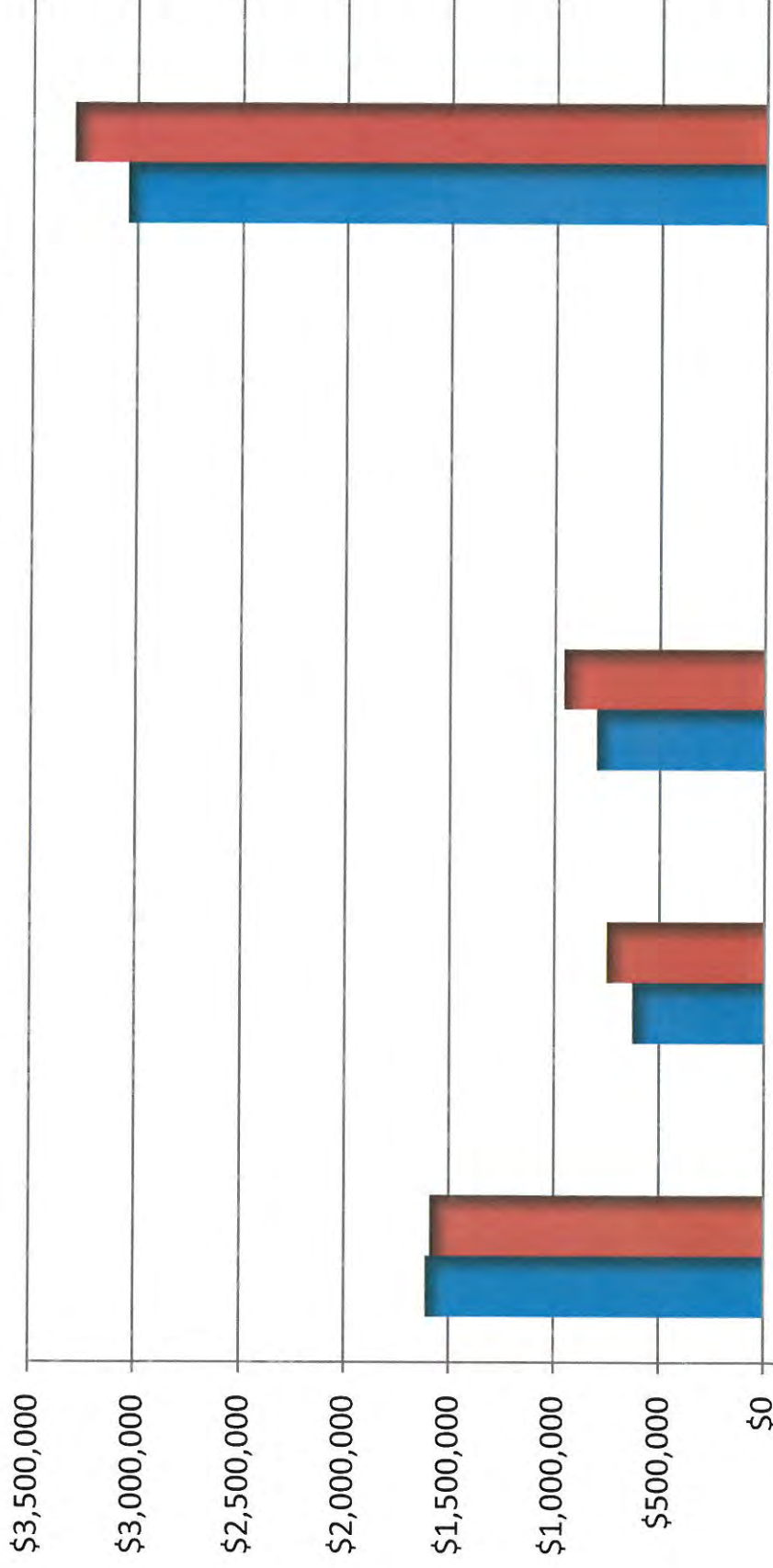


## North Region Total Revenue (All Funds)





## South Region Total Revenue (All Funds)



	QTR 1	QTR 2	QTR 3	QTR 4	YTD
FY2011	\$1,613,327	\$627,824	\$805,907		\$3,047,058
FY2012	\$1,590,937	\$752,853	\$959,633		\$3,303,423
Inc/Dec	(\$22,390)	\$125,029	\$153,726	\$0	\$256,365



**IDAHO DEPARTMENT OF PARKS & RECREATION**  
**FY2012 STATEMENT OF CASH BALANCES**  
As of March 31, 2012

Fund	Fund Name	QTR Beginning Balance	QTR Cash	QTR Expenses	Cash Balance	Encumbrance	Unobligated Cash Balance
0001	General Fund						
0125	Federal Indirect	904,016	75,358	(119,917)	859,457	1,155	858,302
0150.01	Economic Reserve	168,895	-	-	168,895	4,813	164,082
0243	Parks & Rec	1,299,262	959,723	(1,235,482)	1,023,502	1,602	1,021,900
0243.02	Parks & Rec - Registration	1,581,950	610,726	(352,134)	1,840,542	-	1,840,542
0243.03	Parks & Rec - Sawtooth	(0)	9,733	(9,733)	(0)	-	(0)
0243.04	Parks & Rec - Non-motorized Boating	90,157	-	-	90,157	-	90,157
0243.05	Parks & Rec - Mountain Bike	13,863	3,330	(666)	16,527	-	16,527
0247.01	Capital Imp	2,180,678	249,815	(151,166)	2,279,328	314,628	1,964,700
0247.02	Waterways Imp	1,359,933	248,667	(267,710)	1,340,890	844,854	496,036
0247.03	Off Road MV	1,651,152	247,300	(689,073)	1,209,380	449,587	759,792
0247.04	Road & Bridge	686,270	128,331	(29,380)	785,221	9,142	776,079
0247.06	Rec Fuels Admin	246,950	226,323	(201,000)	272,273	-	272,273
0250.01	State Vessel	6,363	641,683	(647,568)	479	-	479
0250.02	Cross Country Ski	139,640	46,757	(32,767)	153,630	-	153,630
0250.03	Snowmobile	501,505	302,543	(58,176)	745,872	-	745,872
0250.04	<sup>1</sup> Motorbike	1,190,861	329,350	(255,222)	1,264,989	477,481	787,508
0250.05	Rec Vehicle	5,477,045	1,185,102	(891,194)	5,770,953	1,765,046	4,005,908
0266.01	Search & Rescue Fund	-	-	-	-	-	-
0330.13	Invasive Species	-	-	-	-	-	-
0348	Federal Grant	214,783	1,308,384	(729,823)	793,345	1,627,588	(834,243)
0349	Misc Special	284,945	2,602	(12,580)	274,967	72,504	202,463
0410.01	Enterprise	2,304,295	703,213	(154,106)	2,853,402	31,900	2,821,502
0496.01	<sup>3</sup> Park Donations	427,050	3,584	(32,118)	398,516	-	398,516
0496.01	<sup>3</sup> STORE	1,589	-	-	1,589	-	1,589
0496.02	Harriman	316,767	32,334	(40,231)	308,870	-	308,870
0496.03	Park Land Trust(PLT)	1,656,282	113,233	(81,607)	1,687,908	9,262	1,678,646
0496.05	Trail of the Coeur D'Alenes	235,155	3,906	(41,487)	197,574	-	197,574
<b>Total</b>		<b>\$22,939,407</b>	<b>\$7,431,998</b>	<b>(\$6,033,140)</b>	<b>\$24,338,265</b>	<b>\$5,609,561</b>	<b>\$18,728,704</b>

Notes: <sup>1</sup> Includes 15% for administration

<sup>2</sup> Federal Accounts Receivable is \$123,349

<sup>3</sup> 0496.01 Adjusted to reflect State Trust Outdoor Recreation Enhancement

**CASH BALANCE** reconciles to DAFR 8190 - Statement of Cash Position

Idaho Department of Parks and Recreation  
FY 2012 Recreational Vehicles Fund 0250.05  
March 31, 2012

			Allocation	Expenditures	Encumbrances	Allocation Remaining	% Obligated
<b>RV Fund Used for Personnel &amp; Operating Expenditures</b>							
<b><u>Management Services</u></b>							
Executive Functions	Personnel		18,366	13,756		4,610	74.90%
HR and Volunteer Services	Personnel		37,922	28,422		9,500	74.95%
Management Information	Personnel		49,259	37,125		12,134	75.37%
<b><u>Park Operations</u></b>							
Park Administration	Personnel		77,822	58,425		19,397	75.07%
Priest Lake	Personnel		169,153	127,870		41,283	75.59%
Farragut	Personnel		299,732	229,107		70,625	76.44%
Dworshak	Personnel		44,926	34,167		10,759	76.05%
Hells Gate	Personnel		217,716	162,921		54,796	74.83%
Ponderosa	Personnel		189,583	144,451		45,132	76.19%
Bruneau Dunes	Personnel		125,522	94,504		31,018	75.29%
Three Island	Personnel		225,475	170,709		54,766	75.71%
Lake Cascade	Personnel		68,421	57,667		10,754	84.28%
<b>Total</b>			1,523,897	1,159,124	-	364,774	76.06%

**Idaho Department of Parks and Recreation**  
**FY 2012 Recreational Vehicles Fund 0250.05**  
**March 31, 2012**

		Allocation	Expenditures	Encumbrances	Allocation Remaining	% Obligated
<b>RV Administration (15% of Revenue)</b>						
Registration	Operating	100,000	62,792	-	37,208	62.79%
Fiscal	Personnel	113,427	39,883	-	73,544	35.16%
	Operating	37,000	-	-	37,000	0.00%
Reservation Program	Personnel	81,087	57,342		23,745	70.72%
	Operating	265,300	241,888		23,412	91.18%
State and Federal Grants	Personnel	87,938	57,796	-	30,142	65.72%
	Operating	8,800	3,547		5,253	40.31%
Land of Yankee Fork	Operating	10,000	2,983		7,017	29.83%
<b>Total</b>		703,552	466,230	-	237,322	66.27%

<b>RV Grant Dollars</b>						
State and Federal Grants	Trustee/Benefits	2,011,200	662,196	1,313,868	35,136	98.25%
<b>Total</b>		2,011,200	662,196	1,313,868	35,136	98.25%

☐ IDAPA RULE                      ☐ IDAPA FEE                      ☐ BOARD ACTION REQUIRED  
☐ BOARD POLICY                      X INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **FY 2013 Budget Review**

**ACTION REQUIRED:**                      **Information Only**

**PRESENTER:**                      **Tamara Humiston**

**PRESENTATION**

Review House Bill 680 for Parks and Recreation FY2013 Appropriation.

**STAFF RECOMMENDATIONS:** Information only.

**IDAHO DEPARTMENT OF PARKS AND RECREATION**  
**“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”**  
**Board Meeting**  
**January 30-31, 2012**  
**Idaho Dept Parks and Recreation Headquarters**  
**Boise ID 83716**

**AGENDA**

**Monday, January 30, 2012**

- 8:39 a.m.      Call to Order at Idaho State Capital**
- 9:30 a.m.      JFAC Presentation**
- 10:30 a.m.      Welcome Guests at IDPR Headquarters**
- **Additions or Deletions to the Printed Agenda**
  - **Public Forum**
- 10:31 a.m.      Business before the Board (Action Items)**
- **Approval of the Board Meeting Minutes November, 2011**
  - **Advisory Committee Appointment Kathy Muir**
  - **Approval of two Group Use Permits at Eagle Island**
    - **Eagle Island Experience**
    - **Trout Unlimited**
- 10:49 a.m.      FY 2012 2<sup>nd</sup> Quarter Financial Report**
- 11:35 a.m.      Lunch**
- 12:03 p.m.      FY 2013 Budget Review**
- 12:20 p.m.      Director’s Report**
- 1:00 p.m.      Meet with Senate Natural Resource Committee for Confirmation of Two Board Members**
- 3:30 p.m.      Recess**

**Tuesday, January 31, 2012**

- 8:00 a.m.      Call meeting to order**
- 8:05 a.m.      FY 2012 Idaho Passport Program Update**
- 8:45 a.m.      Reservation Report**
- 9:45 a.m.      Reports**
- **Attorney General**
  - **Deputy Director**
  - **Fiscal**
  - **Development**
  - **North & South Regions**
  - **Natural Resource Management**
  - **Recreation Bureau**
  - **Human Resource**
  - **Communication/Marketing**
  - **Comprehensive Planning**
  - **Board Members (Oral)**

10:30 a.m. Break

10:45 a.m. Reports Cont'd.

11:30 a.m. Lunch

1:00 p.m. Meet with House Resource Committee

3:30 p.m. Adjourn

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**Monday January 30, 2012**

**8:39 a.m.** Mr. Correll moved to convene the IDPR Board meeting at the Idaho State Capitol. Mr. Doman seconded the motion. Mr. Doman aye, McDevitt aye, Hansen aye, Correll aye, Doman aye, Lombard absent. Motion passed unanimously.

**8:39 a.m.** Vice Chairman Crimmins called the Board meeting to order.

**9:30 a.m.** JFAC Presentation for Idaho State Parks and Recreation by Director Merrill. All Board members were in attendance for the IDPR JFAC presentation as well as Director Merrill, Ms. Humiston, Ms. Okerlund, Mr. White and Mr. Ricks.

**10:30 a.m.** Meeting continued at IDPR headquarters Summit conference room with the following in attendance during all or a portion of the meeting:

- Ernest Lombard, Chair, Eagle
- Randy Doman, Member, Cottonwood
- Tom Crimmins, Vice Chair, Hayden Lake
- Jean McDevitt, Pocatello
- Bob Hansen, Menan
- Charles Correll, Jerome

Also present during all or a portion of the meeting were the following individuals:

- Nancy Merrill, Director
- Dave Ricks, Deputy Director
- Jan Johns, Administrative Assistant to the Director
- Tamara Humiston, Fiscal Officer
- Dave Claycomb, Recreation Resources Bureau Chief
- Garth Taylor, South East Region Manager
- David White, North Region Manager
- Tammy Kolsky, Reservation Manager
- Jennifer Blazek, Communications
- Rick Just, Comprehensive Planner
- Kathy Muir, Grants Coordinator
- Jim Thomas, Design Program Manager
- Steve Strack, Deputy Attorney General

**10:31 a.m. Approval of Board Minutes November 17-18, 2011**

Mr. Hansen moved to accept November 2011 minutes as presented. Mr. Doman seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. Motion passed unanimously.

**10:32 a.m. Off-Road Motor Vehicle Committee Appointment**

Mr. Crimmins moved to accept the staff's recommendation of Mr. Don Capparelli to the Region 1 & 2 Off-Road Motor Vehicle representative position. Ms. McDevitt seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. McDevitt aye, Crimmins aye, Hansen aye, Correll aye, Lombard aye, Mr. Doman abstained.

**10:34 a.m. Approval of Group Use Permits**

1. The promoters Gruntwerks LLC would again like to host the Eagle Island Experience Festival at Eagle Island State Park on May 18-20th, 2012. This is a celebration of arts, crafts, music and the coming of spring, and does involve alcohol. Mr. Ricks asked the Board to approve this function.

**10:36 a.m.** Mr. Doman moved to approve the Groups Use Permit submitted by Gruntwerks LLC. Mr. Hansen seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. Motion passed unanimously.

**10:37 a.m.**

2. Trout Unlimited would again like to host a fund raising event at Eagle Island State Park on May 12<sup>th</sup>, 2012. This organization is raising funds for conservation efforts on the South Fork of the Boise River.

**10:47 a.m.** Mr. Crimmins moved to approve the Groups Use Permit submitted by Trout Unlimited. Ms. McDevitt seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. Motion passed unanimously.

**10:49 a.m. FY 2012 2nd Quarter Financial Report**

Ms. Humiston presented the FY 2012 2nd Quarter financial statement to the Board. Discussion followed. No approval required.

**11:35 a.m. Working Lunch**

**12:02 p.m. Amendment to the Agenda for the FY2013 Budget Review Presentation Time**

Mr. Hansen made a motion to revise the current agenda in order for the agenda item to be presented at 12:02 p.m., January 30<sup>th</sup> 2012. Mr. Crimmins seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. Motion passed unanimously.

**12:03 p.m. FY 2013 Budget Review**

Ms. Humiston presented a PowerPoint presentation on the FY 2013 Budget. Discussion followed. No approval required.

**12:20 p.m. Amendment to the Agenda for the Director's Report Presentation Time**

Mr. Crimmins moved to revise the current agenda in order to have the Director's Report presented at 12:20 p.m. on January 30<sup>th</sup> 2012. Mr. Correll seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. Motion passed unanimously.

**12:20 p.m. Director's Report**

Director Merrill presented her report to the Board. Discussion followed.

**1:00 p.m. Meeting with Senate Natural Resource Committee for Confirmation on Board Members**

**2:30 p.m.** Ms. McDevitt moved that the Board go into recess. Mr. Crimmins seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. Motion passed unanimously.

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**Tuesday January 31, 2012**

104  
105 **8:05 a.m.** Chairman Lombard called the meeting to order.  
106  
107 **8:06 a.m. FY 2012 Idaho Passport Program Update**  
108  
109 **8:45 a.m. Reservation Report**  
110 The following reports were presented:  
111       • Deputy Director  
112       • Fiscal  
113       • Natural Resource Management  
114  
115 **10:00 a.m.** Break  
116  
117 **10:15 a.m. Cont'd with Reports**  
118       • Development  
119       • North & South Regions  
120       • Recreation Bureau  
121       • Human Resource (Not in Attendance)  
122       • Communication/Marketing  
123       • Comprehensive Planning  
124       • Board Members  
125  
126 **11:15 a.m. Working Lunch**  
127       Continuation of reports  
128  
129 **1:00 p.m.** Meet with House Resource Committee for Presentation of Overview of IDPR and Idaho  
130 **State Park Passport Program.**  
131  
132 **2:30 p.m.** Meeting adjourned.  
133  
134  
135  
136  
137  
138 \_\_\_\_\_  
139 Ernest Lombard, Chairman  
Idaho Park and Recreation Board

\_\_\_\_\_  
Nancy Merrill, Director  
and Ex-Officio Member of the Board



## IDAHO PARK AND RECREATION BOARD SPECIAL TELECONFERENCE MEETING

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

**March 5, 2012**

**Originating at IDPR Headquarters  
Teleconference Meeting**

### **AGENDA**

**Monday**

**March 5, 2012**

- 10:05 a.m. Call to Order  
Additions or deletions to the printed agenda
- 10:05 a.m. Review, Discussion and Action regarding House Bill 542
- 10:30 a.m. Update on the Clearwater National Forest Travel Plan Decision Appeal
- 10:56 a.m. Adjourn

Chairman Lombard called the Teleconference Board Meeting to order at 10:05 a.m. MST, March 5 2012.  
Board members attending:

Ernest Lombard, Chair, Eagle  
Tom Crimmins, Vice Chair, Hayden Lake  
Randy Doman, Cottonwood  
Charles Correll, Member Jerome  
Jean McDevitt, Member, Pocatello  
Robert Hansen, Member, Menan

Guests included:

Director Virgil Moore, Department of Fish and Game  
Steve Strack, Deputy Attorney General  
Troy Elmore, OHV Program Manager

#### **10:07 a.m. Review, Discussion and Action regarding House Bill 542**

Director Merrill read House Bill 542 including back ground information pertaining to the Bill. Discussion followed.

**10:30 a.m. Mr. Crimmins made a motion that the Board go on record supporting House Bill 542. Mr. Correll seconded the motion. Mr. Crimmins was asked to clarify his motion of which Mr. Crimmins stated that the Board should support this bill as it makes clearer, it makes it understandable and it puts the responsibility to manage the wildlife with Idaho Department of Fish and Game and the responsibility to manage the land with the Federal Land managers. Mr. Correll stood with his second of the clarified motion. The Chair asked for further discussion. Hearing none, the Chair asked for roll call on the motion. Crimmins-aye, Doman-aye, McDevitt-aye, Correll-aye, Hansen-aye, Lombard-aye. Motion passed.**

#### **10:31 a.m. Update on the Clearwater National Forest Travel Plan Decision Appeal**

Director Merrill discussed with the Board IDPR's appeal to the Clearwater National Forest Travel Plan. Discussion followed. Information only. No action required.

#### **10:55 a.m. Adjournment**

**Mr. Hansen moved to adjourn. Ms. McDevitt seconded the motion. Chairman Lombard asked for roll call: Crimmins-aye, Doman-aye, McDevitt-aye, Correll-aye, Hansen-aye, Lombard-aye. Motion passed. Motion passed.**

**10:56 a.m.** Meeting adjourned.

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Ernest Lombard, Chairman  
Idaho Park and Recreation Board

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Nancy Merrill, Director  
and Ex-Officio Member of the Board

**IDAHO DEPARTMENT OF PARKS & RECREATION**

**FISCAL YEAR 2014**

**BOARD BUDGET PROPOSAL**



**NORTH REGION OFFICE  
COEUR D' ALENE, ID  
QUARTERLY BOARD MEETING  
MAY 9-10, 2012**

<input type="checkbox"/> IDAPA RULE	<input type="checkbox"/> IDAPA FEE	<input checked="" type="checkbox"/> BOARD ACTION REQUIRED
<input type="checkbox"/> BOARD POLICY	<input type="checkbox"/> INFO ONLY, NO ACTION REQUIRED	

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:** FY2014 Budget Proposal

**ACTION REQUIRED:** Board Action Required

**PRESENTER:** Tamara Humiston

**PRESENTATION**

Budget Request Tab

The FY 2014 budget request focuses on replacing equipment and 10 agency enhancements. The request located under the Budget Request tab have been reviewed and ranked by staff. If the Board approves this request, the information will be incorporated into the budget document. The final budget submitted to DFM and LBO will include the Board recommendation and other standard statewide decision units.

The FY2014 budget request represents a small portion of the agency's need. The existing dedicated cash balances will not support the entire need. The items presented reflect the department's mission critical needs to maintain what we have and begin to replace the staffing needs lost in prior years.

Requested funding sources and items may be modified based upon the final FY2012 revenue and expenditure reports and further analysis of fund cash balances. Final FY2012 reports will be available for review in mid July.

The challenges the department faces in developing the 2014 budget request are:

1. Projecting Idaho State Park Passport revenue for half of FY2013 and a full year for FY2014. These projections are used to determine estimated cash balances to support the budget request.
2. Addressing staffing and equipment needs to maintain our existing parks.
3. Managing existing and future cash balances to address current staffing and equipment needs while banking sufficient funds to support shifting expenditures off of the RV funds beginning in FY2016.

Fund Trends Tab

Information behind this tab shows the cash balances by funds. All projections are based on the department spending 100% of the appropriation unless noted. The FY2012 (estimated) increases and decreases to cash are projected and will change based on the final reports available in July.

When reviewing these graphs, please keep in mind cash balances reflect increases and decreases. These increases and decreased include everything that hit the fund in FY2012 regardless of which year the expenditure was appropriated in (i.e. prior year encumbrances and prior year adjustment).

Permanent Building Fund Capital (PBFC) Request Tab

There is currently nothing under this tab. The deadline for submission is June 1.

Program Request Tab

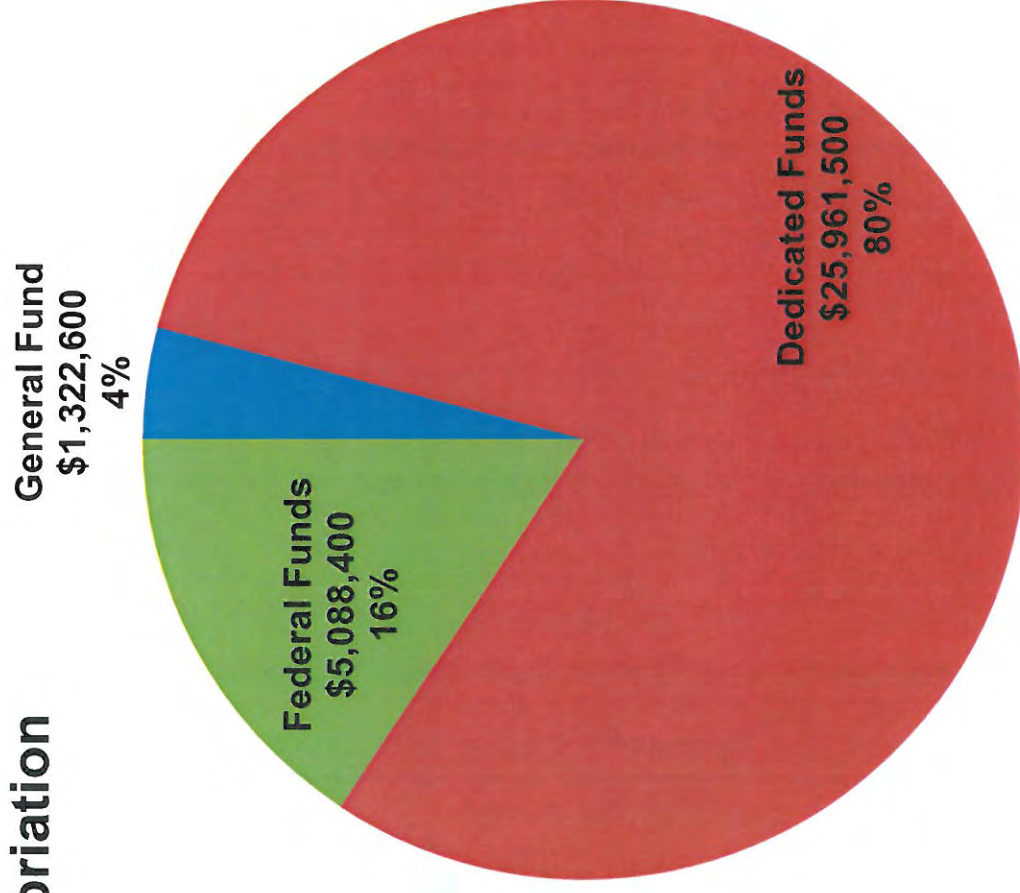
Information under this section represents program requests not included in the FY2014 Budget Request. This information is provided identify a portion of the actual agency's needs.

**STAFF RECOMMENDATIONS:**

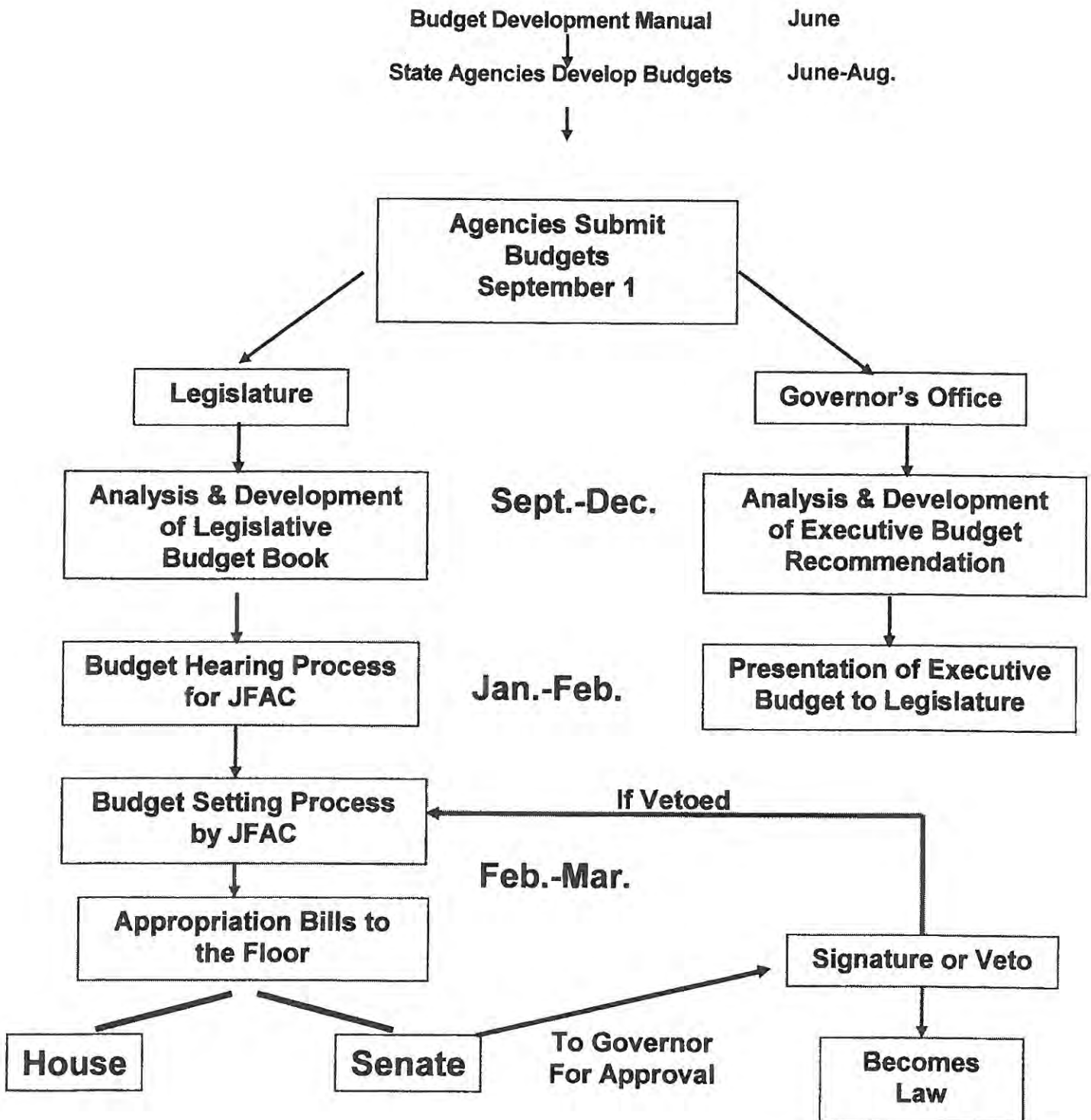
Staff recommends board approval based on the ranked replacement equipment and program enhancement requests found under the Budget Request Tab.

## FY 2013 Appropriation

**\$32,372,500**



# Idaho State Budget Process





# Department of Parks and Recreation 10 Year Actual Expenditures

DIVISION SUMMARY:		FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
		Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Total App	Approp
<b>BY PROGRAM</b>												
Management Services		12,626,900	10,737,500	10,126,200	12,623,200	11,346,400	12,650,500	12,648,400	12,598,800	10,477,700	14,342,400	14,742,000
Park Operations		10,244,300	10,854,200	11,795,400	12,711,000	13,852,100	14,777,000	15,635,400	14,493,200	13,870,000	16,216,500	16,229,800
Capital Development		5,315,700	2,439,400	3,937,100	6,517,300	13,538,300	16,829,300	12,772,200	4,594,500	1,547,100	11,114,300	1,400,700
<b>Total:</b>		<b>28,186,900</b>	<b>24,031,100</b>	<b>25,858,700</b>	<b>31,851,500</b>	<b>38,736,800</b>	<b>44,256,800</b>	<b>41,056,000</b>	<b>31,686,500</b>	<b>25,894,800</b>	<b>41,673,200</b>	<b>32,372,500</b>
<b>BY FUND SOURCE</b>												
0001-00 General		9,172,800	6,639,800	6,793,700	7,474,700	7,136,800	12,457,100	15,995,600	6,311,700	1,397,900	1,308,500	1,322,600
0125-00 Indirect Cost Recovery		165,400	164,900	235,600	245,500	328,300	280,300	341,500	209,000	371,600	580,600	632,800
0150-00 Budget Stabilization		0	0	0	0	0	0	0	0	16,300	166,500	0
0150-01 Economic Recovery Res		0	0	0	189,300	8,040,100	4,681,600	492,000	114,300	0	0	0
0243-00 Parks and Recreation		3,058,800	3,082,100	3,726,600	4,210,000	3,977,500	4,632,300	4,860,400	4,585,200	5,974,700	7,025,900	7,144,500
0247-00 Recreational Fuels		4,242,200	4,159,000	4,246,900	5,401,100	4,940,100	4,423,100	5,517,700	4,133,100	3,473,700	6,520,900	5,271,400
0250-00 Parks and Recreation R		7,514,000	5,283,900	6,347,500	8,189,900	8,235,800	10,013,900	8,031,400	9,603,700	8,470,600	13,990,300	9,768,800
0349-00 Miscellaneous Revenue		101,500	59,800	24,500	19,600	40,500	12,300	29,500	5,400	12,700	1,489,400	331,100
0410-00 Public Recreation Enterp		670,700	1,041,800	858,100	1,518,700	1,056,000	936,100	923,700	1,062,500	1,615,000	2,397,500	1,885,600
0494-00 Petroleum Price Violatio		60,000	17,800	10,000	33,400	0	0	0	0	0	0	0
0496-00 Parks and Recreation Ex		394,100	385,800	593,300	680,800	1,217,400	2,111,000	1,418,200	1,196,500	763,800	2,232,200	927,300
0348-00 Federal Grant		2,807,400	3,196,200	3,022,500	3,888,500	3,764,300	4,709,100	3,446,000	4,465,100	3,798,500	5,961,400	5,088,400
<b>Total:</b>		<b>28,186,900</b>	<b>24,031,100</b>	<b>25,858,700</b>	<b>31,851,500</b>	<b>38,736,800</b>	<b>44,256,800</b>	<b>41,056,000</b>	<b>31,686,500</b>	<b>25,894,800</b>	<b>41,673,200</b>	<b>32,372,500</b>
<b>BY EXPENDITURE CLASSIFICATION</b>												
Personnel Costs		8,880,900	8,895,500	9,552,600	10,278,300	9,845,600	10,648,100	11,459,300	10,573,300	9,615,600	10,510,600	10,930,700
Operating Expenditures		4,084,400	4,062,800	4,084,900	4,821,100	5,521,800	6,638,400	5,763,900	5,490,600	5,291,100	6,972,600	6,890,500
Capital Outlay		5,489,900	4,137,300	6,005,400	8,286,200	15,671,100	18,233,400	14,983,900	6,180,300	2,874,600	12,437,400	2,798,700
Trustee/Benefit		9,731,700	6,935,500	6,215,800	8,465,900	7,698,300	8,736,900	8,848,900	9,442,300	8,113,500	11,752,600	11,752,600
<b>Total:</b>		<b>28,186,900</b>	<b>24,031,100</b>	<b>25,858,700</b>	<b>31,851,500</b>	<b>38,736,800</b>	<b>44,256,800</b>	<b>41,056,000</b>	<b>31,686,500</b>	<b>25,894,800</b>	<b>41,673,200</b>	<b>32,372,500</b>
Full-Time Positions (FTP)		158.25	158.25	158.25	159.25	160.25	160.25	162.25	164.50	139.50	139.50	143.50
Percent Change General Funds:			(27.6%)	2.3%	10.0%	(4.5%)	74.5%	28.4%	(60.5%)	(77.9%)	(6.4%)	1.1%
Percent Change All Funds:			(14.7%)	7.6%	23.2%	21.6%	14.3%	(7.2%)	(22.8%)	(18.3%)	60.9%	(22.3%)



## Department of Parks and Recreation

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY2013 Original Appropriation</b>	143.50	1,322,600	25,961,500	5,088,400	32,372,500
Net Transfers Between Programs (Net to Zero at Agency Level)	-	-	-	-	-
Reappropriations - Capital Development	-	-	-	-	-
Supplemental	-	-	461,000	-	461,000
<b>FY2013 Total Appropriation</b>					
Agency Request	143.50	1,322,600	26,422,500	5,088,400	32,833,500
<b>FY2013 Total Estimated Expenditures</b>					
Agency Request	143.50	1,322,600	26,422,500	5,088,400	32,833,500
Transfer between Divisions		-	-	-	-
Fund Shift		-	-	-	-
Removal of One-time Expenditures		-	(2,673,600)	(210,000)	(2,883,600)
Base Reductions	-	-	-	-	-
Insurance Premium Adjustment		-	-	-	-
<b>FY2013 Base</b>					
Agency Request	143.50	1,322,600	23,748,900	4,878,400	29,949,900
<b>Program Maintenance</b>					
Inflationary Adjustments		-	-	-	-
Equipment Replacement		-	-	-	-
Computer Software Replacement		-	-	-	-
Computer Hardware Replacement		-	118,200	-	118,200
Park Infrastructure Repair & Equipment Replacement		-	1,345,600	-	1,345,600
Vehicle Replacement		-	456,800	-	456,800
Health & Safety Issues Capital Projects		40,000	1,380,000	-	1,420,000
Preventive Maintenance Capital Projects		69,300	208,000	-	277,300
Marketing Capital Projects		-	26,000	-	26,000
Environment Related Capital Projects		-	-	-	-
Salary Multiplier - 1%		-	-	-	-
<b>FY2013 Program Maintenance</b>					
Agency Request	143.50	1,431,900	27,283,500	4,878,400	33,593,800
<b>Program Enhancements</b>					
1. Addition Personnel Appropriation for Seasonal Salaries (fund 0243)	-	-	205,000	-	205,000
2. Non-Motorized Trail Position for Yurt Program (funds 0250.02 & 0410.01)	1.00	-	22,600	-	22,600
3. Gem Electric Vehicles 4 Parks (fund 0247.01)	-	-	60,000	-	60,000
4. OHV Shop in Eastern Idaho (funds 0247.03 & 0250.04)	-	-	60,000	-	60,000
5. Castle Rocks Group Shelter (fund 0243)	-	-	80,000	-	80,000
6. Ashton Tetonia Restroom Facilities (fund 0243)	-	-	50,000	-	50,000
7. Trail of the Coeur d'Alene Volunteer Site (fund 0496.05)	-	-	66,000	-	66,000
8. Stand Up Paddle Boards (fund 0348)	-	-	-	5,000	5,000
9. Ponderosa Kokanne Cove Design for Group Camp (fund 0001)	-	50,000	-	-	50,000
10. Eagle Island Sewer System (fund 0001 \$400,000 & 0348 LWCF Grant \$400,000)	-	400,000	-	-	400,000
<b>FY2014 Budget Request</b>	144.50	1,881,900	27,827,100	4,883,400	34,592,400

## Department of Parks and Recreation - Management Services

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY2013 Original Appropriation</b>	38.00	579,100	12,163,200	1,999,700	14,742,000
Net Transfers Between Programs					-
FY2013 Original Appropriation			-		-
Supplemental					-
Passport Marketing & Other Expenditures (fund 0243)			180,000		180,000
Grant Trustee & Benefits (fund 0243)			85,000		85,000
<b>FY2013 Total Appropriation</b>					
Agency Request	38.00	579,100	12,428,200	1,999,700	15,007,000
<b>FY2013 Total Estimated Expenditures</b>					
Agency Request	38.00	579,100	12,428,200	1,999,700	15,007,000
Transfer between Divisions					-
Fund Shift					-
Removal of One-time Expenditures		-	(162,500)	-	(162,500)
Base Reductions					-
Insurance Premium Adjustment					-
<b>FY2014 Base</b>					
Agency Request	38.00	579,100	12,265,700	1,999,700	14,844,500
<b>Program Maintenance</b>					
Inflationary Adjustments					-
Equipment Replacement					-
Computer Software Replacement					-
Computer Hardware Replacement			118,200		118,200
Park Infrastructure Repair & Equipment Replacement			10,200		10,200
Vehicle Replacement			18,800		18,800
Health & Safety Issues Projects					-
Preventive Maintenance Projects					-
Marketing					-
Environment Related Projects					-
Salary Multiplier - 1%				-	-
<b>FY2014 Program Maintenance</b>					
Agency Request	38.00	579,100	12,412,900	1,999,700	14,991,700
<b>Program Enhancements</b>					
<b>FY2014 Budget Request</b>					
Agency Request	38.00	579,100	12,412,900	1,999,700	14,991,700



## Department of Parks and Recreation - Park Operations

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY2013 Original Appropriation</b>	105.50	743,500	12,607,600	2,878,700	16,229,800
Supplemental					-
Resale - Retail & Fuel (fund 0410.01)			150,000		150,000
Personnel (fund 0349)			46,000		46,000
<b>FY2013 Total Appropriation</b>					
Agency Request	105.50	743,500	12,803,600	2,878,700	16,425,800
<b>FY2013 Total Estimated Expenditures</b>					
Agency Request	105.50	743,500	12,803,600	2,878,700	16,425,800
Transfer between Divisions					-
Fund Shift					-
Removal of One-time Expenditures			(1,320,400)		(1,320,400)
Base Reductions					-
Insurance Premium Adjustment					-
<b>FY2014 Base</b>					
Agency Request	105.50	743,500	11,483,200	2,878,700	15,105,400
<b>Program Maintenance</b>					
Inflationary Adjustments					-
Equipment Replacement					-
Computer Software Replacement					-
Computer Hardware Replacement					-
Park Infrastructure Repair & Equipment Replacement			1,335,400		1,335,400
Vehicle Replacement			438,000		438,000
Health & Safety Issues Projects					-
Preventive Maintenance Projects					-
Marketing					-
Environment Related Projects					-
Salary Multiplier - 1%					-
<b>FY2014 Program Maintenance</b>					
Agency Request	105.50	743,500	13,256,600	2,878,700	16,878,800
<b>Program Enhancements</b>					
1. Addition Personnel Appropriation for Seasonal Salaries (fund 0243)			205,000		205,000
2. Non-Motorized Trail Position for Yurt Program (funds 0250.02 & 0410.01)	1.00		22,600		22,600
3. Gem Electric Vehicles 4 Parks (fund 0247.01)			60,000		60,000
4. OHV Shop in Eastern Idaho (funds 0247.03 & 0250.04)			60,000		60,000
8. Stand Up Paddle Boards (fund 0348)				5,000	5,000
<b>FY2014 Budget Request</b>					
Agency Request	106.50	743,500	13,604,200	2,883,700	17,231,400

## Department of Parks and Recreation - Capital Development

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY2013 Original Appropriation</b>	-	-	1,190,700	210,000	1,400,700
Net Transfers Between Programs					
Reappropriations					-
<b>FY2013 Total Appropriation</b>					
Agency Request	-	-	1,190,700	210,000	1,400,700
<b>FY2012 Total Estimated Expenditures</b>					
Agency Request	-	-	1,190,700	210,000	1,400,700
Transfer between Divisions					-
Fund Shift					-
Removal of One-time Expenditures			(1,190,700)	(210,000)	(1,400,700)
Base Reductions					-
Insurance Premium Adjustment					-
<b>FY2014 Base</b>					
Agency Request	-	-	-	-	-
<b>Program Maintenance</b>					
Inflationary Adjustments					-
Equipment Replacement					-
Computer Software Replacement					-
Computer Hardware Replacement					-
Park Infrastructure Repair & Equipment Replacement					-
Vehicle Replacement					-
Health & Safety Issues Projects		40,000	1,380,000		1,420,000
Preventive Maintenance Projects		69,300	208,000		277,300
Marketing			26,000		26,000
Environment Related Projects					-
Salary Multiplier					-
<b>FY2014 Program Maintenance</b>					
Agency Request	-	109,300	1,614,000	-	1,723,300
<b>Program Enhancements</b>					
7. Trail of the Coeur d'Alene Volunteer Site (fund 0496.05)			66,000		66,000
5. Castle Rocks Group Shelter (fund 0243)			80,000		80,000
6. Ashton Tetonia Restroom Facilities (fund 0243)			50,000		50,000
9. Ponderosa Kokanne Cove Design for Group Camp (fund 0001)		50,000			50,000
10. Eagle Island Sewer System (fund 0001 \$400,000 & 0348 LWCF Grant \$400,000)		400,000			400,000
<b>FY2014 Budget Request</b>					
Agency Request	-	559,300	1,810,000	-	2,369,300



# BUDGET REQUEST

Replacements and Enhancements Items

## Fund Summary

Fund	FTP	PC	OE	CO	T&B	Total
0001	0.00	0	0	559,300	0	559,300
0125	0.00	0	0	10,200	0	10,200
0243	0.00	205,000	0	1,077,000	0	1,282,000
0247	0.00	0	0	0	0	0
0247.01	0.00	0	43,400	1,247,200	0	1,290,600
0247.03	0.00	0	0	773,800	0	773,800
0247.04	0.00	0	0	150,000	0	150,000
0247.06	0.00	0	0	0	0	0
0250.02	0.50	9,800	1,500	0	0	11,300
0250.03	0.00	0	0	0	0	0
0250.04	0.00	0	0	60,000	0	60,000
0250.05	0.00	0	0	0	0	0
0348	0.00	0	0	5,000	0	5,000
0349	0.00	0	0	0	0	0
0410.01	0.50	9,800	1,500	315,000	0	326,300
0496.01	0.00	0	0	66,000	0	66,000
0496.02	0.00	0	0	20,000	0	20,000
0496.05	0.00	0	0	88,000	0	88,000
1.00		224,600	46,400	4,371,500	0	4,642,500

AGY Rank	D U No.	Description	Fund Cat.	Fund	FTP	Personnel Costs	Operating Expend.	Capital Outlay	Trustee/ Benefit	TOTAL
1	12.01	<b>Seasonal Salaries</b> Additional Appropriation for seasonal salaries used to provide customer service and park maintenance.	D	0243		205,000				205,000
		<b>Totals</b>			0.00	205,000	-	-	-	205,000
2	12.02	<b>Non-Motorized Trail Position for Idaho City Yurt Program.</b> This is a request to upgrade the current temporary yurt manager position to a full-time benefited position. An additional \$19,600 in personnel is necessary to make the change in classification. Yurts occupancy has increased by 175% in the last 18 months and expected 15% increase in the next fiscal year. A substantial increase in workload has followed.	D	0250.02 0410.01	0.50 0.50	9,800 9,800	1,500 1,500			11,300 11,300
		<b>Totals</b>			1.00	19,600	3,000	-	-	22,600
3	12.03	<b>Gem Electric Vehicles - 4 Parks</b> Electric vehicles provide an efficient means of transportation for park personnel within the park while protecting the environment.	D	0247.01				60,000		60,000
		<b>Totals</b>			-	-	-	60,000	-	60,000

4	12.04	<b>OHV Shop in Eastern Idaho</b> To provide storage area for storing and maintaining OHV equipment and tools. Currently storage area is shared with IDFG (we pay rent to IDFG). IDFG has expressed interest in utilizing the entire space for their own equipment.	D	0247.03 0250.04	-				30,000 30,000			30,000 30,000	- -
		<b>Totals</b>			-	-			60,000			60,000	
5	12.06	<b>Castle Rock Group Shelter</b> Construct group shelter. Includes picnic tables and vault toilet on site. This is part of the marketing plan and will generate additional revenue.	D	0243	-				80,000			80,000	- - -
		<b>Totals</b>			-	-			80,000.00			80,000.00	
6	12.07	<b>Ashton Tetonia Restroom Facilities</b> Provide safety and health by installing 2 vault CXT type restrooms. Locate CXT at Bitch Creek and north of Fall Creek. No restrooms currently exist on the trail.	D	0243	-				50,000			50,000	- - -
		<b>Totals</b>			-	-			50,000.00			50,000.00	
7	12.08	<b>Trail of the Coeur d' Alene Volunteer site.</b> Install 2 volunteer sites at TOC shop area to serve both parks, complete with laundry facilities and restroom addition to TOC shop. Currently there is no running water or restroom facilities at the TOC shop. This will assist with volunteer recruitment.	D	0496.05	-				66,000			66,000	- - -
		<b>Totals</b>			-	-			66,000.00			66,000.00	
8	12.09	<b>Stand Up Paddle Boards (4 Boards)</b> Idaho continues to draw more paddlers each year. The Boating Program is growing its paddle sports course offerings and adding the paddleboards allows the Program to reach out to a larger portion of our user base.	F	0348	-				5,000			5,000	- - -
		<b>Totals</b>			-	-			5,000.00			5,000.00	
9	12.10	<b>Ponderosa Kokanne Cove Design for Group Camp</b> Conceptual plan for this group camp to include new road to site, review of structures, remodeled restroom, cabins parking lot, RV parking lot with utilities and erosion control/landscaping.	G	0001	-				50,000			50,000	- - -
		<b>Totals</b>			-	-			50,000.00			50,000.00	



10	12.11	Eagle Island Sewer System Other Funding - Fund 0348 LWC Grant \$400,000 for a total of \$800,000.	G	0001	-			400,000		400,000
		<b>Totals</b>			-	-	-	400,000.00	-	400,000.00
		<b>B-7 Capital Items (pages 7-9)</b>	G	0001				109,300		109,300
		See One-Time Operating Expenditures and Capital Outlay Summary.	D	0125				10,200		10,200
			D	0243				947,000		947,000
			D	0247 01			43,400	1,187,200		1,230,600
			D	0247 03				743,800		743,800
			D	0247 04				150,000		150,000
			D	0250 03				-		-
			D	0250 04				30,000		30,000
			D	0250 05				-		-
			F	0348				-		-
			D	0349				-		-
			D	0410 01				315,000		315,000
			D	0496 01				66,000		66,000
			D	0496 02				20,000		20,000
			D	0496 05				22,000		22,000
		<b>Totals</b>			-	-	43,400	3,600,500	-	3,643,900



ONE-TIME OPERATING EXPENDITURE AND CAPITAL OUTLAY SUMMARY												
AGENCY:		Department of Parks and Recreation										
		Original Submission X or Revision No.										



## ONE-TIME OPERATING EXPENDITURE AND CAPITAL OUTLAY SUMMARY

AGENCY:		Department of Parks and Recreation										Original Submission		X		or Revision No.	





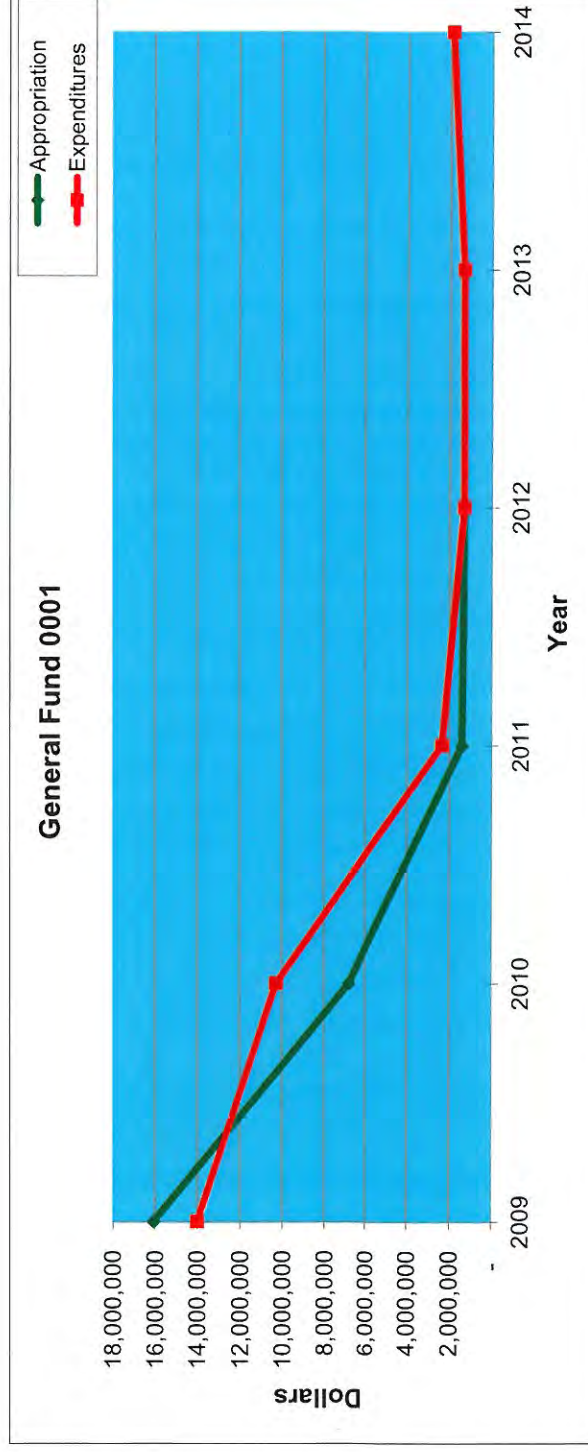




# FUND REVENUE & EXPENDITURE HISTORY GENERAL FUND 0001

This is a General Fund appropriation used to pay personnel costs, operating expenses, and capital outlay for the general operation of the Department.

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request	Source of data DAFR 8011, Appropriations Bills DAFR 8290
Appropriation	16,072,000	6,792,000	1,395,700	1,308,500	1,322,600	1,881,900	DAFR 8011,
Expenditures	14,000,268	10,262,738	2,345,184	1,308,500	1,322,600	1,881,900	Appropriations Bills
APPROP % Change	-8.94%	-57.74%	-79.45%	-6.25%	1.08%	42.29%	DAFR 8290





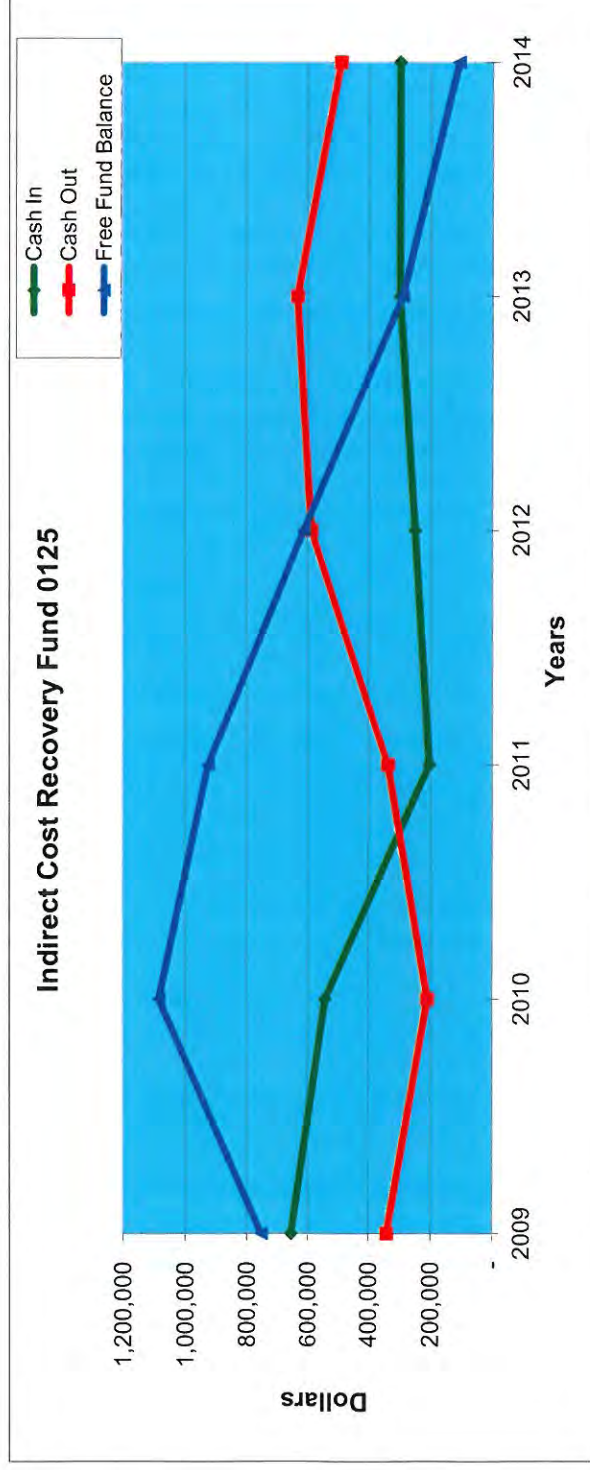
# **FUND REVENUE & EXPENDITURE HISTORY** **INDIRECT COST RECOVERY FUND 0125**

This fund is used to deposit funds recovered from indirect costs charged Federal agencies for administering Federal grants and programs. The money is used to pay indirect expenses to administer those programs.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	655,800	541,400	203,000	250,000	300,000	300,000
Cash Out	341,500	209,100	337,000	588,400	632,800	493,000
Encumbrances			26,800		-	
Reappropriations					-	
<sup>1</sup> Unspent Appropriation					11,400	11,400
Free Fund Balance	753,200	1,085,500	924,700	613,100	291,700	110,100

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



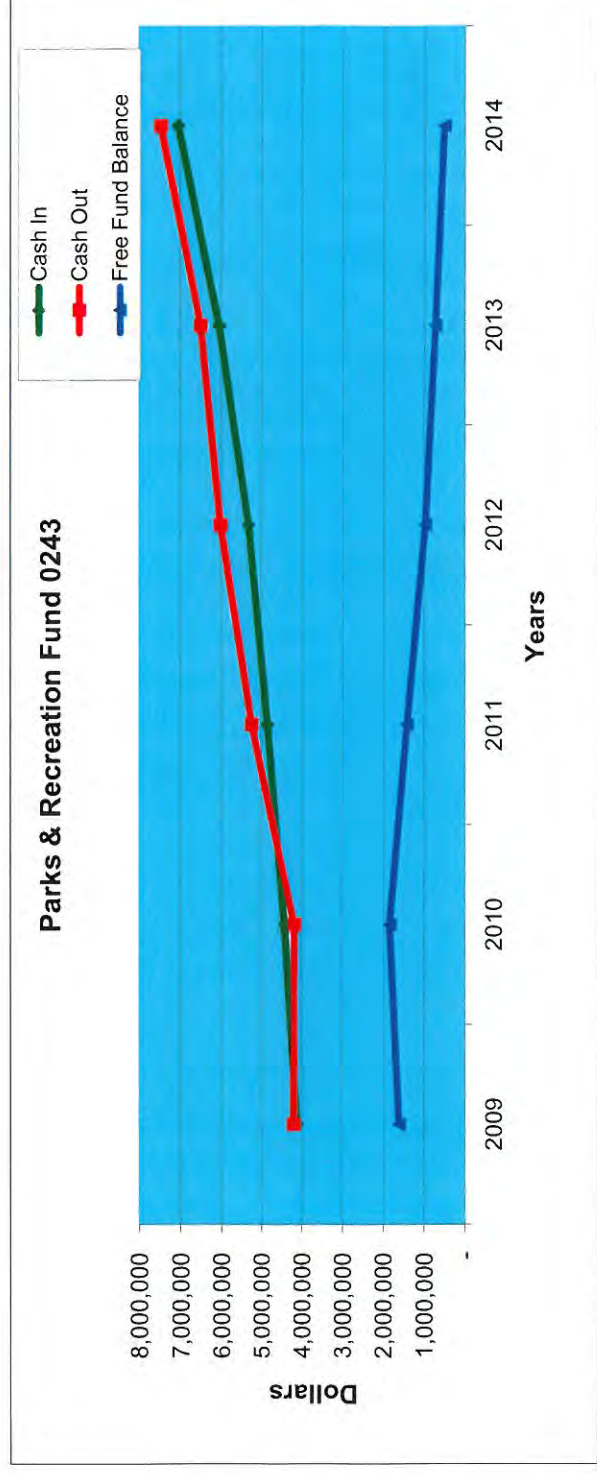
**FUND REVENUE & EXPENDITURE HISTORY  
PARKS AND RECREATION FUND 0243**

This fund is used for personnel, operating, and capital outlay expenditures for the administration and operation of the Department. Funds are derived from day use fees, campground fees, leases, concessions, and other miscellaneous sources. (IDAHO CODE 67-4225)

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Approp.
Cash In	4,116,424	4,423,400	4,844,700	5,318,900	6,046,000	7,046,000
Cash Out	4,195,026	4,176,500	5,241,700	6,010,600	6,493,900	7,471,400
Encumbrances		11,500	34,700		-	
Reappropriations				190,700	-	
<sup>1</sup> Unspent Appropriation				400,000	200,000	200,000
Free Fund Balance	1,608,400	1,843,800	1,423,600	975,900	728,000	502,600

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.





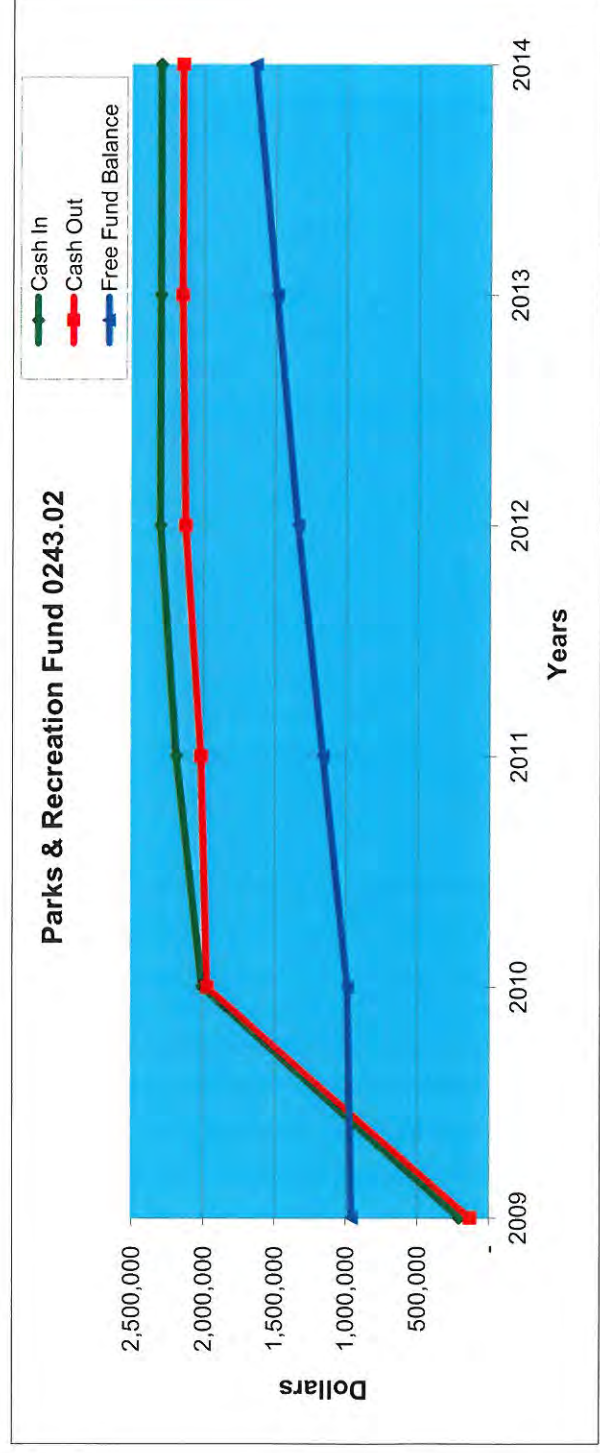
**FUND REVENUE & EXPENDITURE HISTORY  
PARKS AND RECREATION FUND 0243.02**

Revenue includes vendor fees, the 15% administration fee for processing IDPR Motor Vehicle Entry Fee - Annual Pass sales, the 15% administrative fee for processing boat, snowmobile, Park 'N' Ski stickers and 20% Fee for Invasive Species.

Source of Data - Proposed Form B-12

	2009	2010	2011	2012	2013	2014
Cash In	Actual 207,862	Actual 2,005,200	Actual 2,188,400	Estimated 2,300,000	Approp. 2,300,000	Approp. 2,300,000
Cash Out	132,797	1,973,000	2,014,800	2,123,200	2,148,100	2,148,100
Encumbrances						
Reappropriations					-	
<sup>1</sup> Unspent Appropriation						
Free Fund Balance	956,600	988,800	1,162,400	1,339,200	1,491,100	1,643,000

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



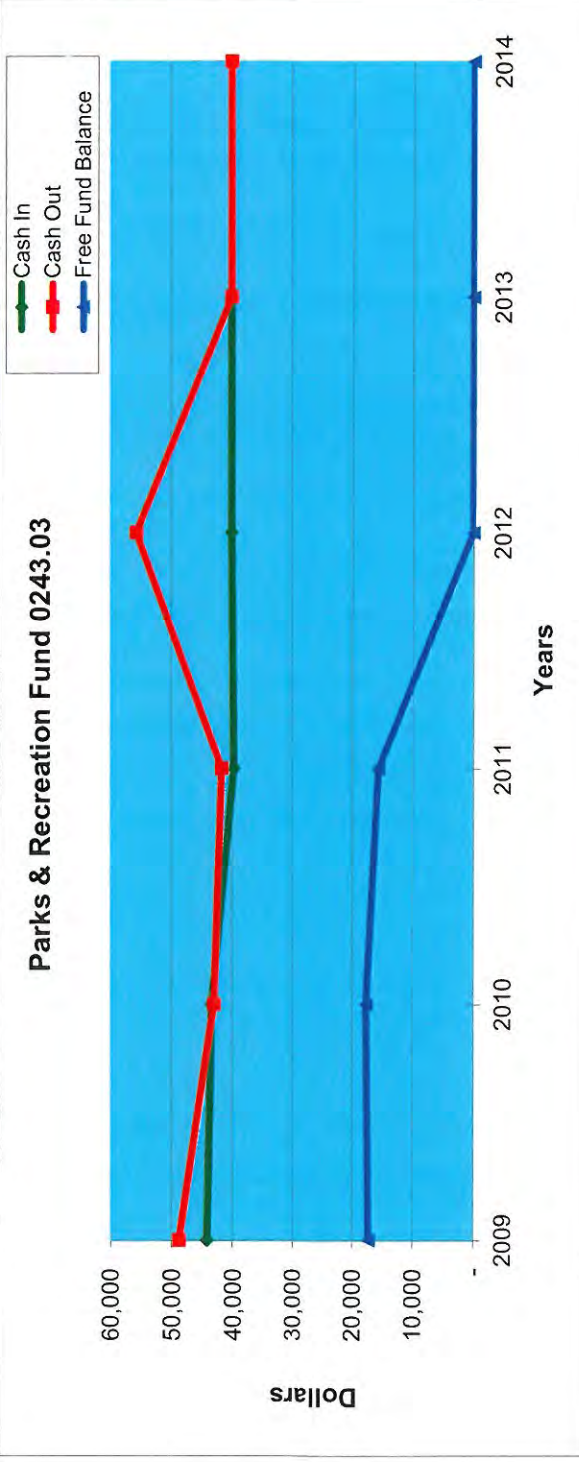
**FUND REVENUE & EXPENDITURE HISTORY  
SAWTOOTH LICENSE PLATE FUNDS 0243.03**

This fund is used to deposit funds transferred from the Idaho Transportation Department to the Sawtooth Society.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	44,200	43,400	39,700	40,000	40,000	40,000
Cash Out	48,800	43,000	41,700	55,700	40,000	40,000
Encumbrances						
Reappropriations						
<sup>1</sup> Unspent Appropriation						
Free Fund Balance	17,300	17,700	15,700	-	-	-

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



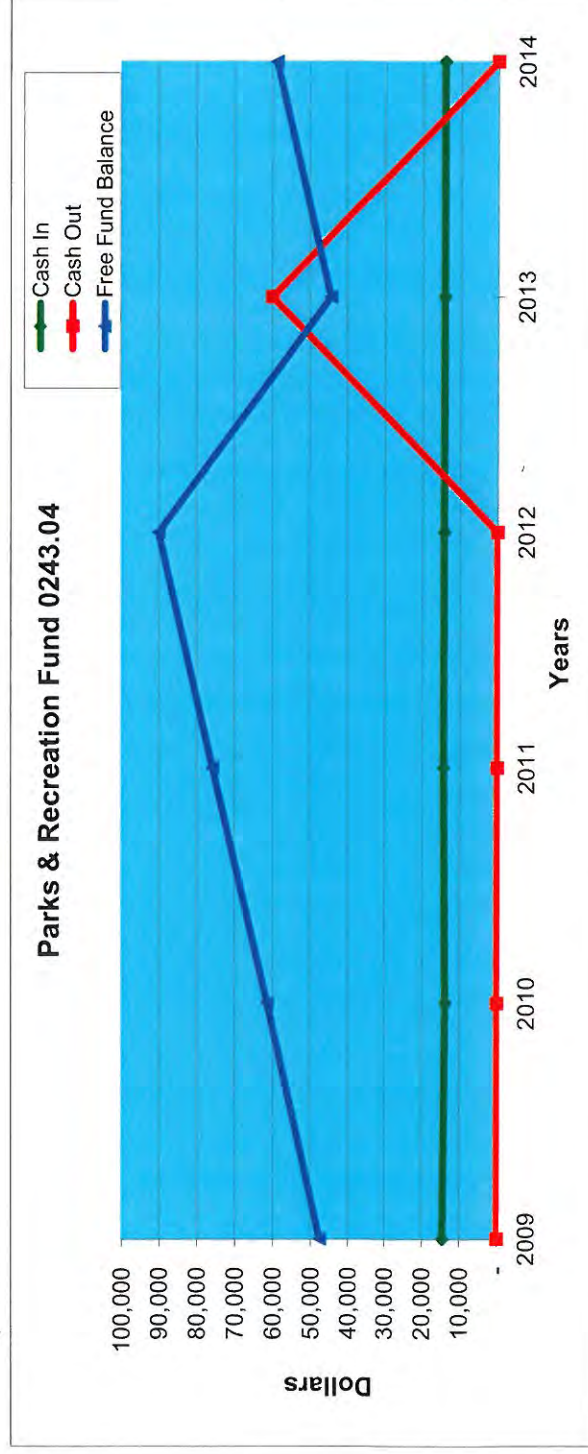
**FUND REVENUE & EXPENDITURE HISTORY  
CUTTHROAT LICENSE PLATE FUNDS 0243.04**

This fund is used to deposit funds transferred from the Idaho Transportation Department to the Non-Motorized Boating Program.

Source of Data - Proposed Form B-12

	2009	2010	2011	2012	2013	2014
	Actual	Actual	Actual	Estimated	Approp.	Request
Cash In	14,540	13,900	14,400	14,300	14,300	14,300
Cash Out	-	-	-	-	60,000	-
Encumbrances						
Reappropriations						
<sup>1</sup> Unspent Appropriation						
Free Fund Balance	47,600	61,500	75,900	90,200	44,500	58,800

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.





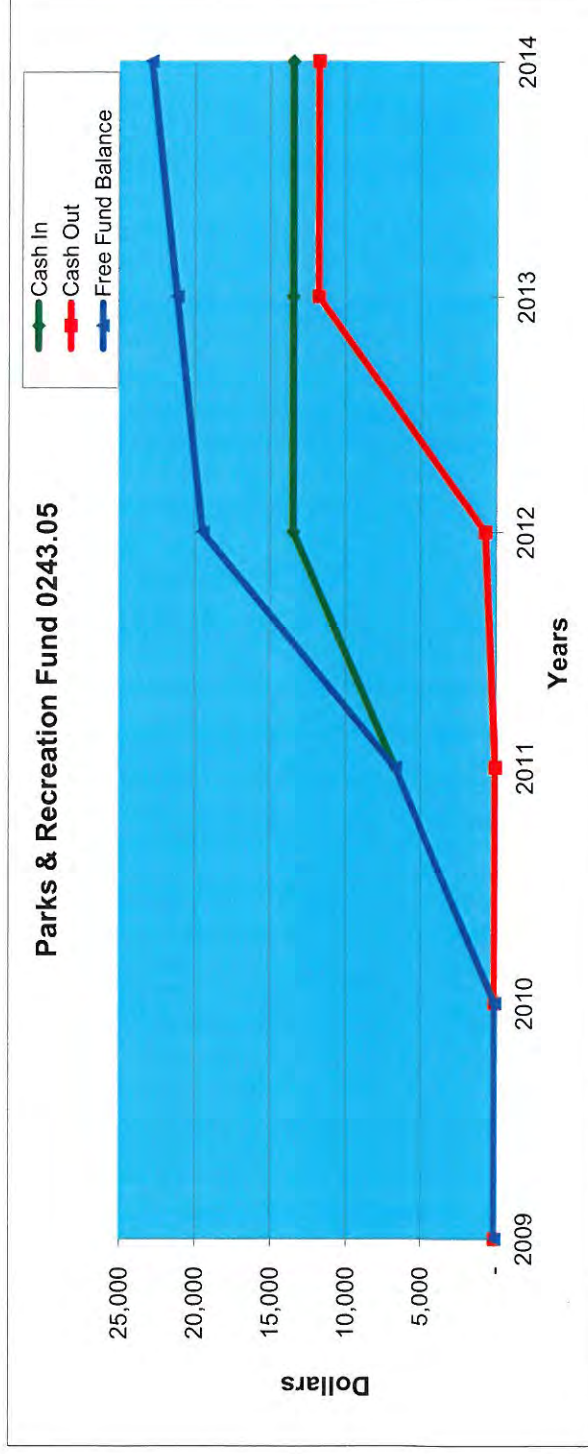
**FUND REVENUE & EXPENDITURE HISTORY  
MOUNTAIN BIKE LICENSE PLATE FUNDS 0243.05**

This fund is used to deposit funds transferred from the Idaho Transportation Department to the Non-Motorized Trails Program.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	-	-	6,700	13,500	13,500	13,500
Cash Out	-	-	-	700	11,800	11,800
Encumbrances						
Reappropriations						
<sup>1</sup> Unspent Appropriation						
Free Fund Balance	-	-	6,700	19,500	21,200	22,900

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.





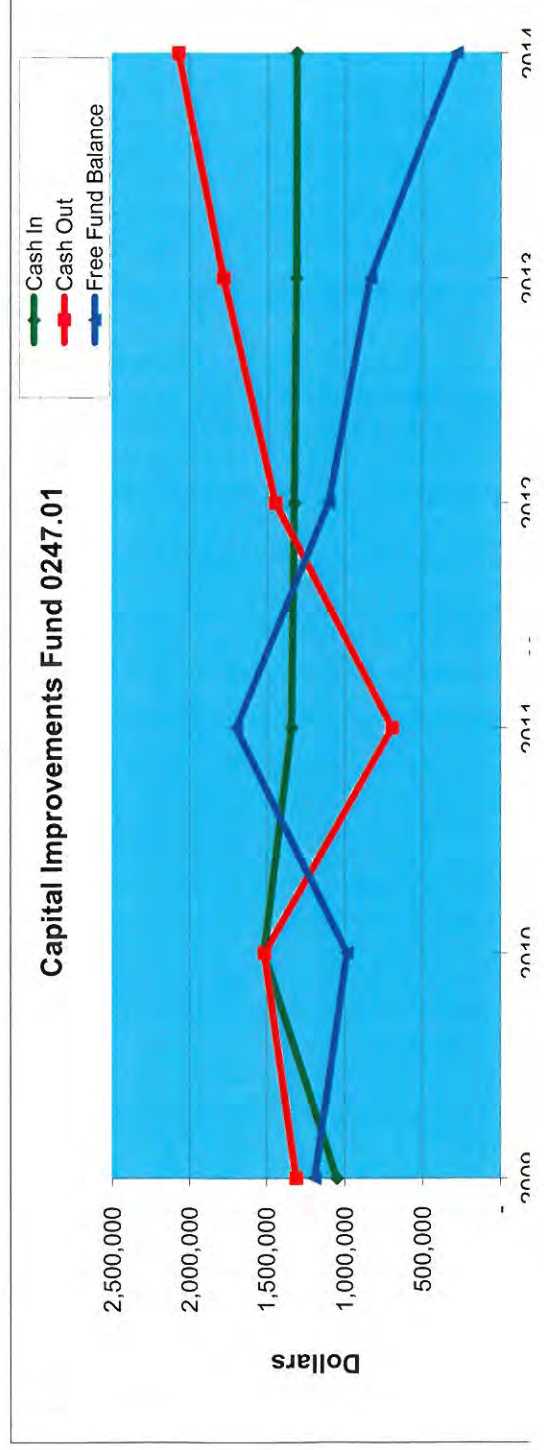
**FUND REVENUE & EXPENDITURE HISTORY  
CAPITAL IMPROVEMENTS FUND 0247.01**

This fund is used to purchase, improve, and equip park and recreation facilities and sites, and for the operation and administration of the agency. The funds are from a percentage of gasoline and/or aircraft engine fuel tax received into fund 0247.02 (see IDAHO CODE, Section 63-2412 (e)) 20% of the monies distributed may be used by the Department to defray administrative costs.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	1,051,800	1,518,500	1,344,300	1,327,600	1,316,100	1,316,100
Cash Out	1,312,600	1,515,900	694,600	1,447,600	1,784,800	2,072,800
Encumbrances		210,000	146,300		-	
Reappropriations				818,300	-	
<sup>1</sup> Unspent Appropriation				200,000	200,000	200,000
Free Fund Balance	1,194,700	987,300	1,700,700	1,108,700	840,000	283,300

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



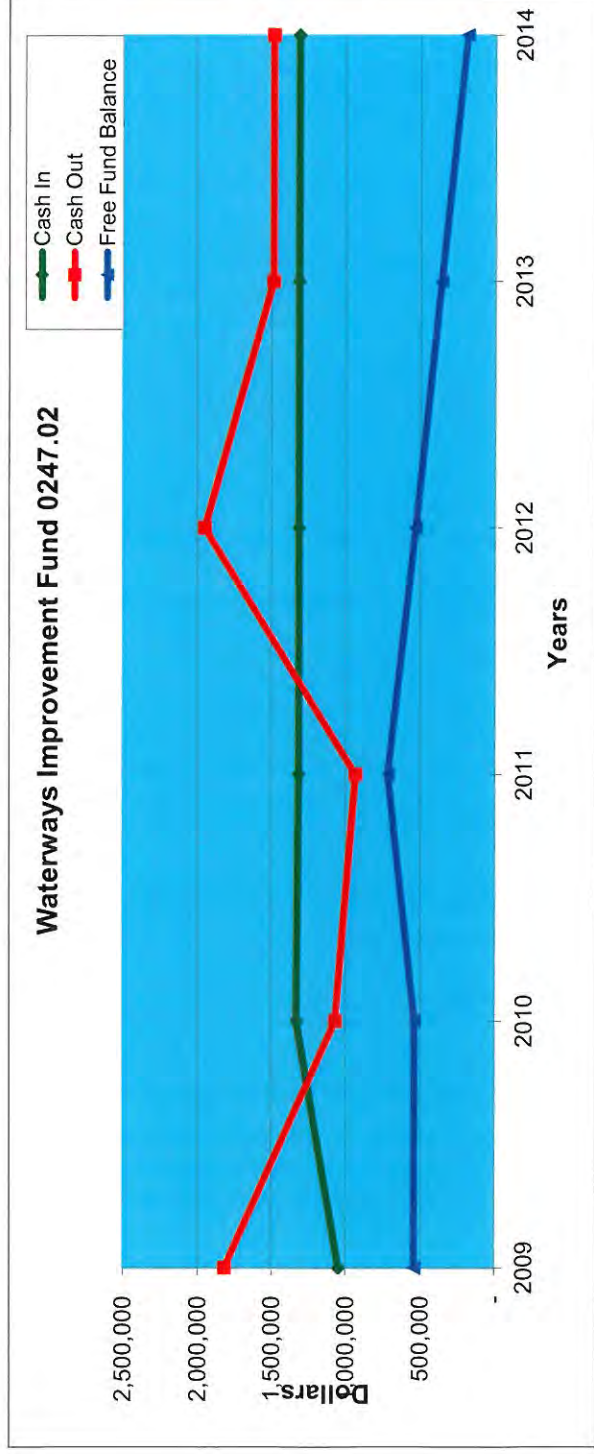
**FUND REVENUE & EXPENDITURE HISTORY  
WATERWAYS IMPROVEMENT FUND 0247.02**

This fund is used to promote safety, improve waterways, create and improve parking areas, improve boat ramps and mooring, mark waterways, search and rescue activities, and to purchase real property. Funds are from a percentage of the gasoline and/or aircraft engine fuel taxes after the required funds receive their fixed portion. (see IDAHO CODE, Section 63-2412(e)) 20% of the monies distributed may be used by the Department to defray administrative costs.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Approp.
Cash In	1,047,000	1,329,900	1,316,100	1,316,100	1,316,100	1,316,100
Cash Out	1,820,300	1,068,600	933,200	1,952,100	1,488,200	1,488,200
Encumbrances		263,300	463,900			
Reappropriations				15,200		
<sup>1</sup> Unspent Appropriation						
Free Fund Balance	539,100	537,100	719,400	532,100	360,000	187,900

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.





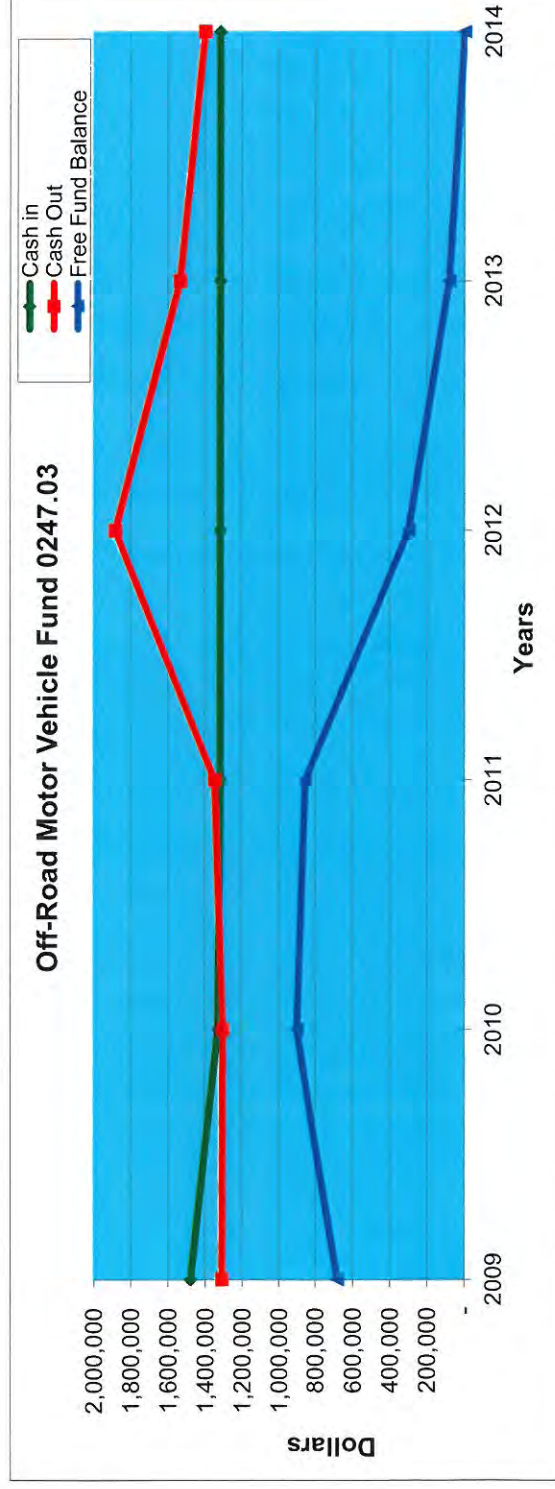
**FUND REVENUE & EXPENDITURE HISTORY  
OFF-ROAD MOTOR VEHICLE FUND 0247.03**

This fund is used to acquire, purchase, improve, repair, maintain, furnish, administer, and equip parks and recreation facilities, and sites. Funds are from a percentage of the gasoline and/or aircraft engine fuel taxes after the required funds receive their fixed portion. (see IDAHO CODE, Section 63-2412(e)) 20% of the monies distributed may be used by the Department to defray administrative costs.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash in	1,478,600	1,329,900	1,316,100	1,316,100	1,316,100	1,316,100
Cash Out	1,309,800	1,304,800	1,346,700	1,883,100	1,533,200	1,399,200
Encumbrances	416,800	222,900	239,900		-	-
Reappropriations				227,300	-	
<sup>1</sup> Unspent Appropriation					-	
Free Fund Balance	683,200	902,200	854,600	300,200	83,100	0

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.





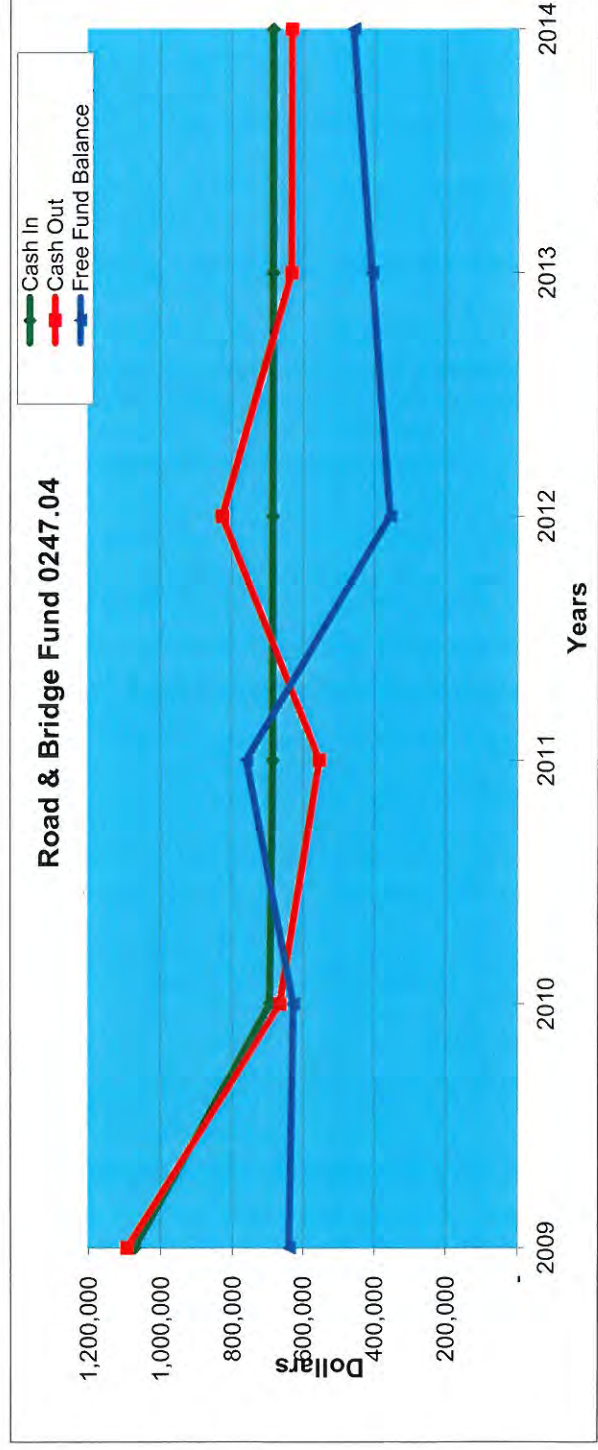
**FUND REVENUE & EXPENDITURE HISTORY  
ROAD AND BRIDGE FUND 0247.04**

This fund is used solely to develop, construct, maintain, and repair roads, bridges, and parking areas within and leading to parks and recreation areas of the State. (see IDAHO CODE 63-2412(e)3)  
20% of the monies distributed may be used by the Department to defray administrative costs.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	1,072,300	694,100	685,500	685,500	685,500	685,500
Cash Out	1,093,300	664,700	553,900	826,900	633,900	633,900
Encumbrances	153,200	193,800	193,000		-	
Reappropriations				454,600		
<sup>1</sup> Unspent Appropriation					-	
Free Fund Balance	638,900	627,700	760,100	357,100	408,700	460,300

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



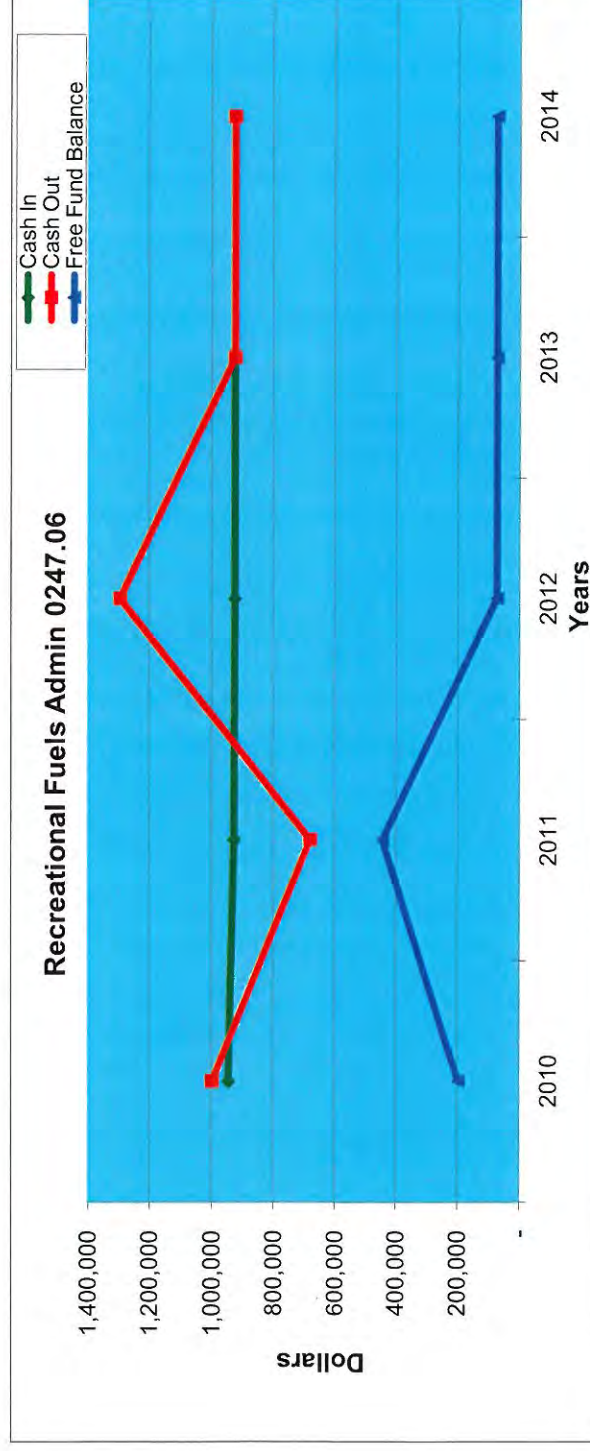
**FUND REVENUE & EXPENDITURE HISTORY  
RECREATIONAL FUELS ADMINISTRATION 0247.06**

This fund is used to track the 20% administrative costs allowable for Fund 0247. within and leading to parks and recreation areas of the State. (see IDAHO CODE 63-2412(e)3)

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	753,200	946,200	927,700	925,000	925,000	925,000
Cash Out	762,200	999,900	680,800	1,296,400	925,000	925,000
Encumbrances						
Reappropriations					-	
<sup>1</sup> Unspent Appropriation					-	
Free Fund Balance	251,100	197,400	444,300	72,900	72,900	72,900

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



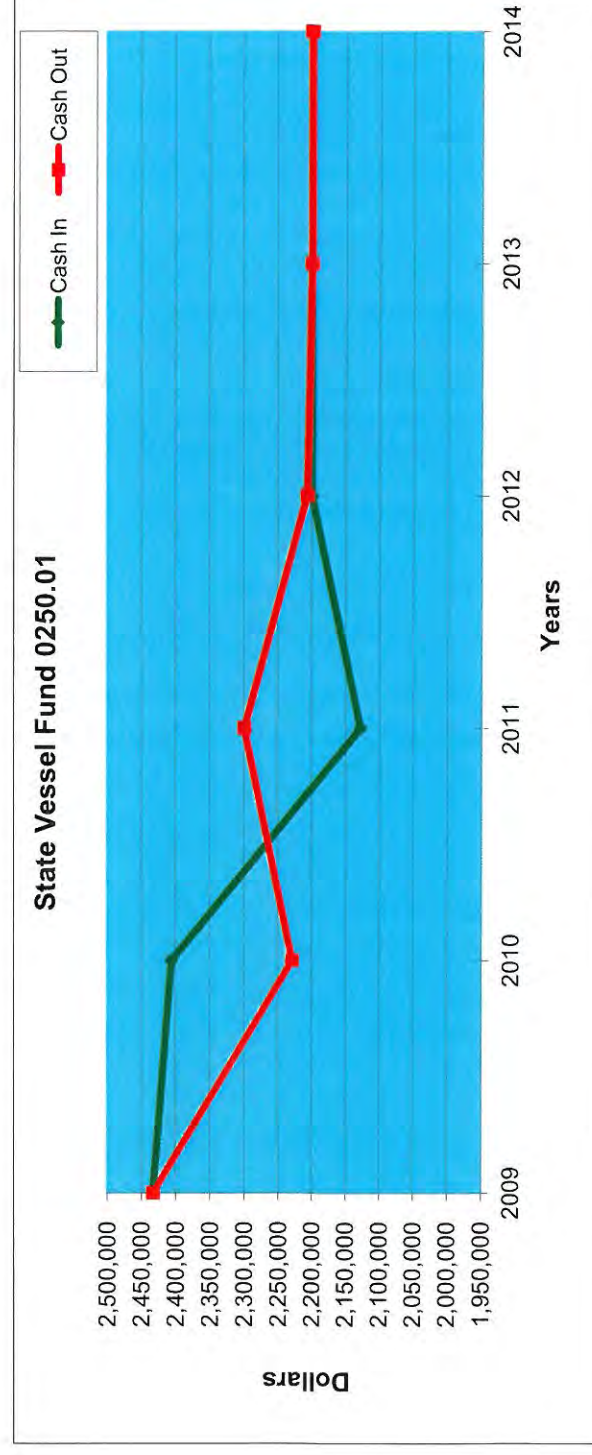
**FUND REVENUE & EXPENDITURE HISTORY**  
**STATE VESSEL FUND 0250.01**

This fund is used for the State and County boating programs. The State uses up to 15% for administration (deposited in Fund 0243.02) and distributes at least 85% to the counties, which they put into their Vessel Fund to pay for program development, boating facilities maintenance, and services. All money receipted into this fund is from the sale of State boat licenses.

Source of Data - Proposed Form B-12

Fiscal Year	2009	2010	2011	2012	2013	2014
Cash In	2,433,260	2,406,000	2,128,500	2,200,000	2,200,000	2,200,000
Cash Out	2,432,960	2,229,100	2,299,300	2,206,400	2,200,000	2,200,000
Registration Yr	2009	2010	2011	2012 est.		
Registrations	92,266	89,957	88,004	88,004	-	
REG % Change	1.50%	-2.57%	-2.22%	0.00%		

Note: Pass through funds to counties. Expenditures equal revenue in the long term.  
Prior year Registrations count adjusted to reflect actual counts.





# FUND REVENUE & EXPENDITURE HISTORY CROSS COUNTRY SKIING FUND 0250.02

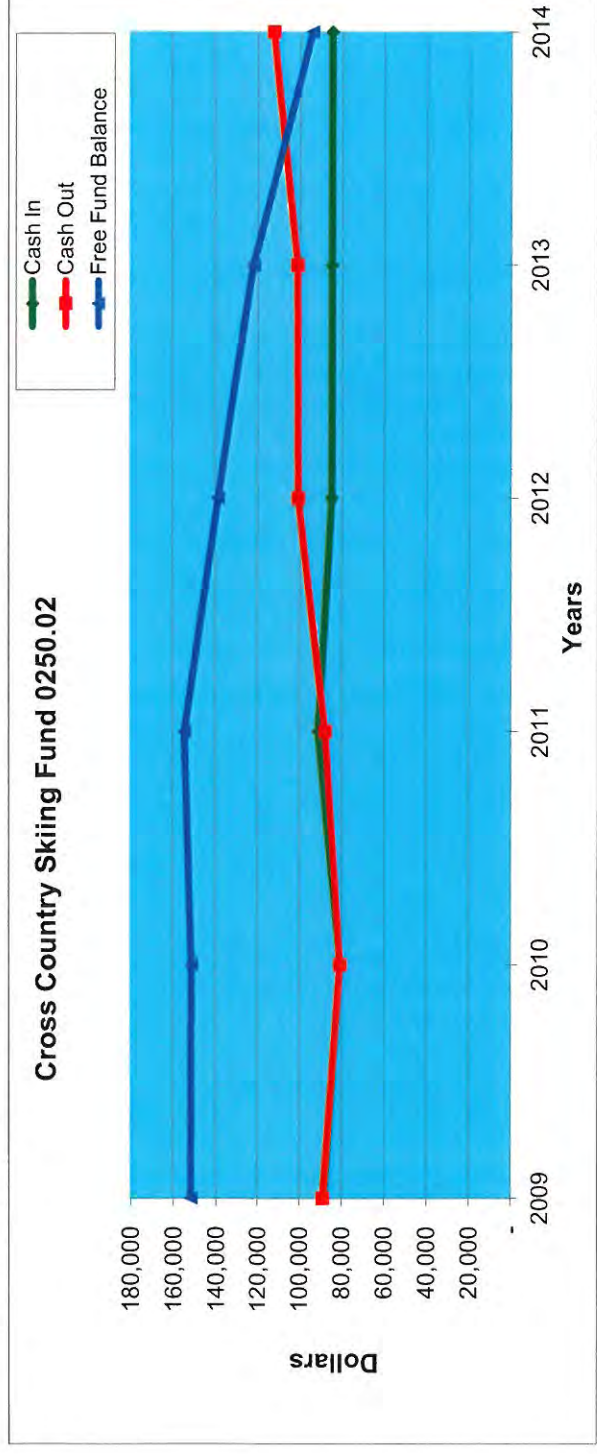
This fund was established to develop and maintain cross-country ski trails and parking facilities. This activity is funded by winter recreation area parking permits (see IC 67-7117), nordic ski grooming fees at Ponderosa and Harriman, and Idaho City revenue.

Source of Data - Proposed Form B-12

	2009	2010	2011	2012	2013	2014
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Approp.</b>	<b>Request</b>
Cash In	88,500	80,700	91,300	85,000	85,000	85,000
Cash Out	89,100	80,900	88,100	101,000	101,500	112,800
Encumbrances					-	
<sup>1</sup> Unspent Appropriation	151,800	151,600	154,800	138,800	-	
Free Fund Balance					122,300	94,500
<b>Registration Yr</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012 est.</b>		
<sup>2</sup> Registrations	1,200	2,043	2,521	2,521		
REG % Change	-29.29%	41.26%	18.96%	0.00%		

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.

<sup>2</sup> Includes Annual and Temporary Registration Stickers



**FUND REVENUE & EXPENDITURE HISTORY  
SNOWMOBILE FUND 0250.03**

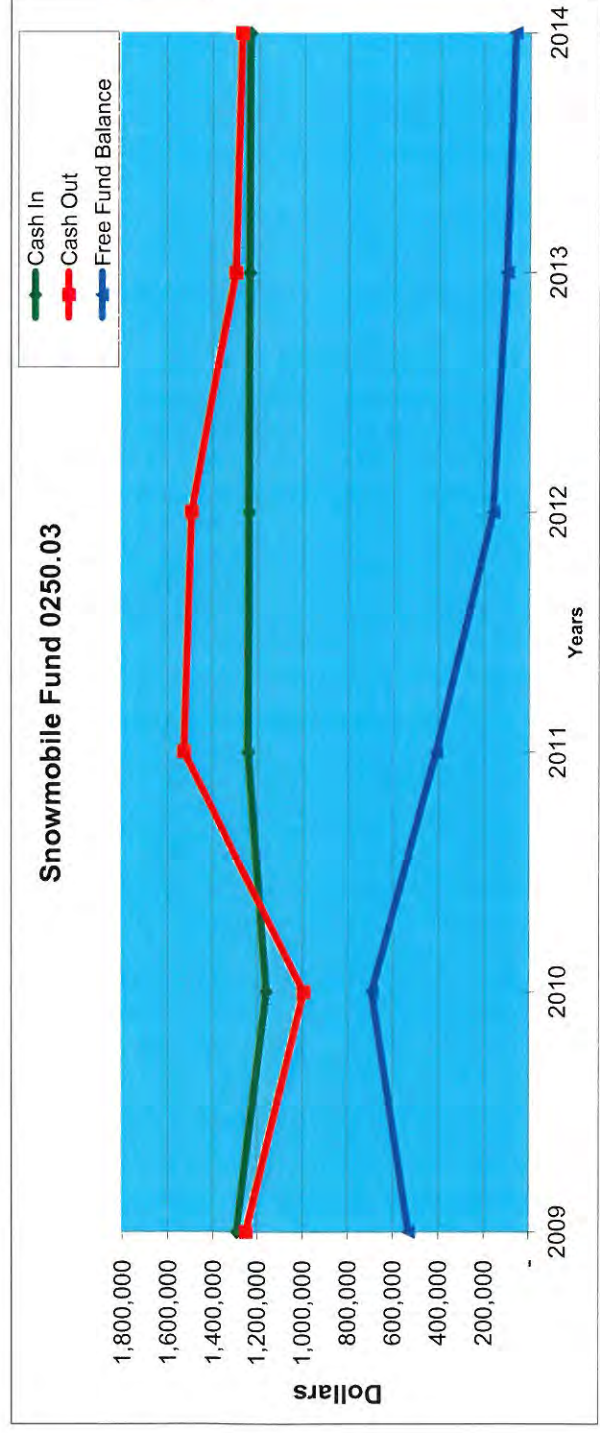
This fund is used to distribute money to the counties to provide services or facilities approved by the Department that will benefit snowmobilers. This includes trail grooming, plowing, and maintaining snowmobile parking areas, facilities, and trail signing. The funds are from snowmobile registration fees. (see IDAHO CODE 67-7106)

Source of Data - Proposed Form B-12

	2009	2010	2011	2012	2013	2014
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Approp.</b>	<b>Request</b>
Cash In	1,288,700	1,160,200	1,242,600	1,240,600	1,240,600	1,240,600
Cash Out	1,247,900	996,000	1,526,700	1,492,800	1,300,300	1,276,300
Encumbrances					-	
<sup>1</sup> Unspent Appropriation	531,800	696,000	411,900	159,700	100,000	64,300
Free Fund Balance						
<b>Registration Yr</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012 est.</b>	<b>2013 est.</b>	
Registrations	45,642	42,109	44,660	44,660	-	
REG % Change	-17.70%	-8.39%	5.71%	0.00%		

Prior year Registrations count adjusted to reflect actual counts.

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.





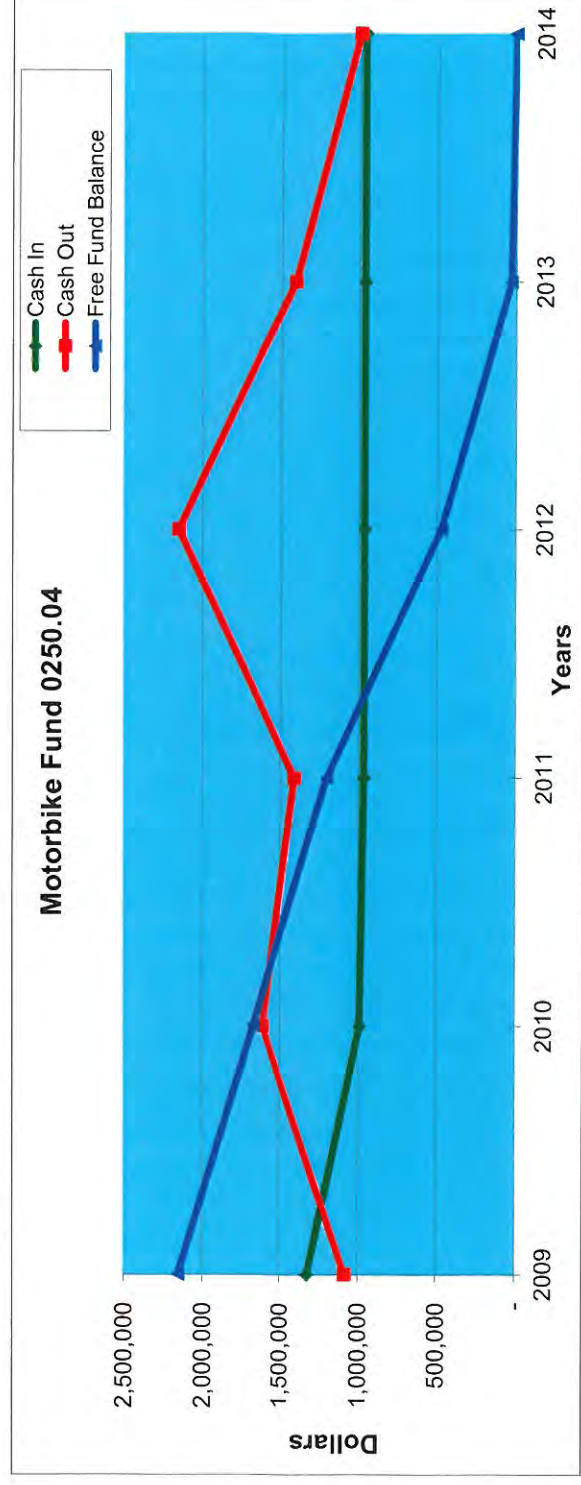
# **FUND REVENUE & EXPENDITURE HISTORY** **MOTORBIKE FUND 0250.04**

This fund is used to purchase or lease land, maintain and develop trails, and facilities, coordinate the trail ranger program, and for off-road user education. The funds are from fees charged for off-highway motorbike stickers. (IDAHO CODE 67-7126)

Source of Data - Proposed Form B-12

	2009	2010	2011	2012	2013	2014
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Approp.</b>	<b>Request</b>
Cash In	1,322,900	992,700	967,800	968,000	968,000	968,000
Cash Out	1,085,400	1,614,500	1,413,000	2,150,400	1,411,900	998,900
Encumbrances	570,100	425,000	450,200	-	-	-
Reappropriations						
<sup>1</sup> Unspent Appropriation	2,154,100	1,677,400	1,207,000	474,800	30,900	-
Free Fund Balance						0
<b>Registration Yr</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012 est.</b>	<b>2013 est.</b>	
Registrations	138,492	140,357	138,291	138,291	-	
REG % Change	-1.14%	1.35%	-1.47%	0.00%		

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance  
Prior year Registrations count adjusted to reflect actual counts.





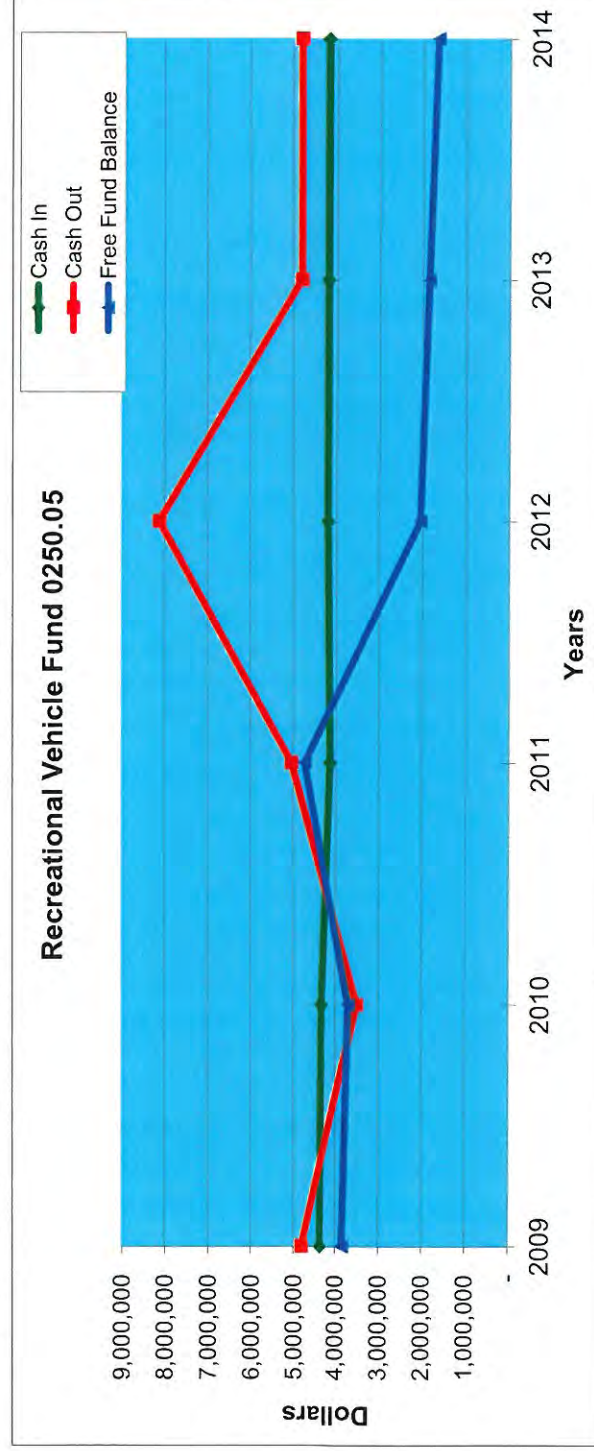
**FUND REVENUE & EXPENDITURE HISTORY  
RECREATIONAL VEHICLE FUND 0250.05**

This fund is used for the administration of the State's Recreational Vehicle Program and to provide grants for recreational vehicle projects. (see IDAHO CODE 49-448)

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	4,370,100	4,335,400	4,138,300	4,200,000	4,200,000	4,200,000
Cash Out	4,818,800	3,510,400	5,042,800	8,131,100	4,795,100	4,795,100
Encumbrances	1,823,600	2,785,100	857,500		-	
Reappropriations					-	
<sup>1</sup> Unspent Appropriation	3,847,700	3,711,200	4,734,300	400,000	400,000	400,000
Free Fund Balance				2,060,700	1,865,600	1,670,500

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



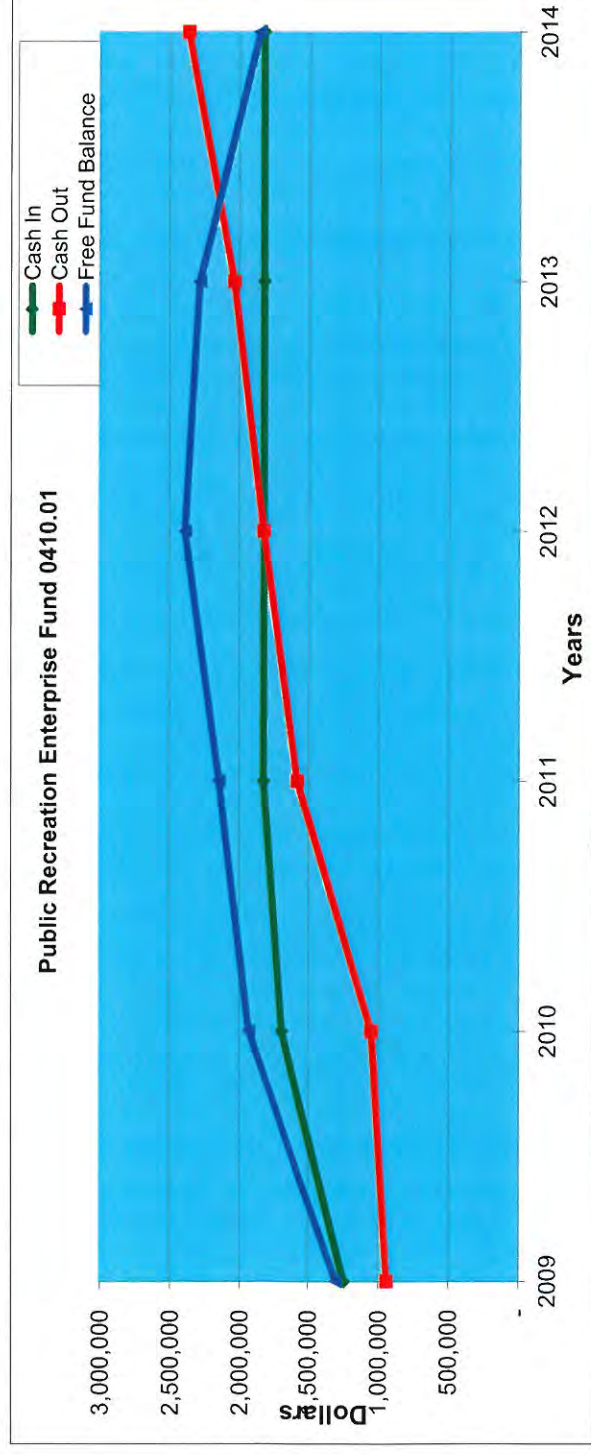
**FUND REVENUE & EXPENDITURE HISTORY  
PUBLIC RECREATION ENTERPRISE FUND 0410.01**

This is a statewide fund the Department of Parks and Recreation uses to operate the Big Eddy, Hells Gate, and Spring Shores Marinas; Lakeview Village; Indian Creek Store; and miscellaneous leases. Receipts are deposited into this fund and expenses are paid from the fund. Fees collected include moorage fees, gasoline sales, cabin rentals, retail and concession sales.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	1,246,500	1,691,500	1,824,300	1,820,200	1,820,200	1,820,200
Cash Out	940,600	1,049,800	1,580,300	1,821,300	2,035,600	2,361,900
Encumbrances		12,400	41,800		-	
Reappropriations					-	
<sup>1</sup> Unspent Appropriation				200,000	110,000	110,000
Free Fund Balance	1,302,400	1,931,700	2,146,300	2,387,000	2,281,600	1,849,900

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



FUND REVENUE & EXPENDITURE HISTORY

**PARK DONATIONS FUND 0496.01**

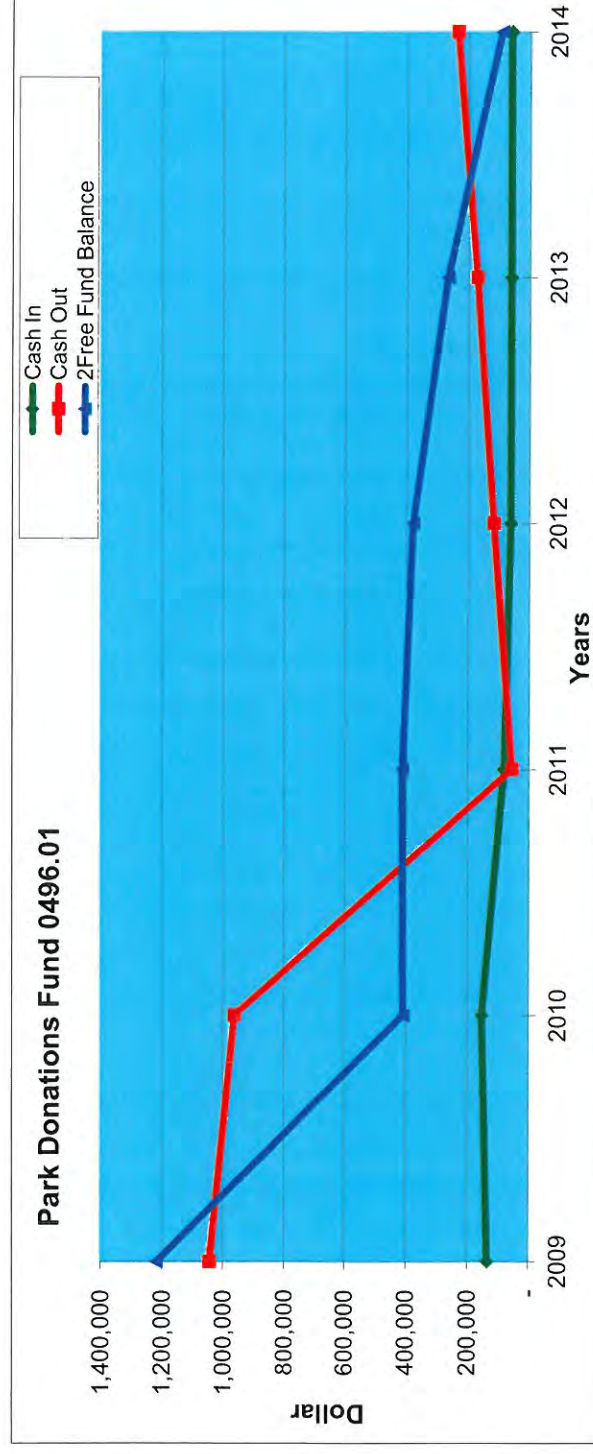
This fund receives donations from any source and used as designated by either the donor or Park and Recreations.

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Approp.	2014 Request
Cash In	135,800	153,800	81,800	60,000	60,000	60,000
Cash Out	1,043,320	962,400	56,000	116,000	171,200	237,000
Encumbrances			22,500		-	
Reappropriations					-	
<sup>1</sup> Unspent Appropriation						
<sup>2</sup> Free Fund Balance	1,218,300	409,700	413,000	379,500	268,300	91,300

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.

<sup>2</sup> Free Fund Balance includes \$146,400 Cash Transfer from Fund 0243.





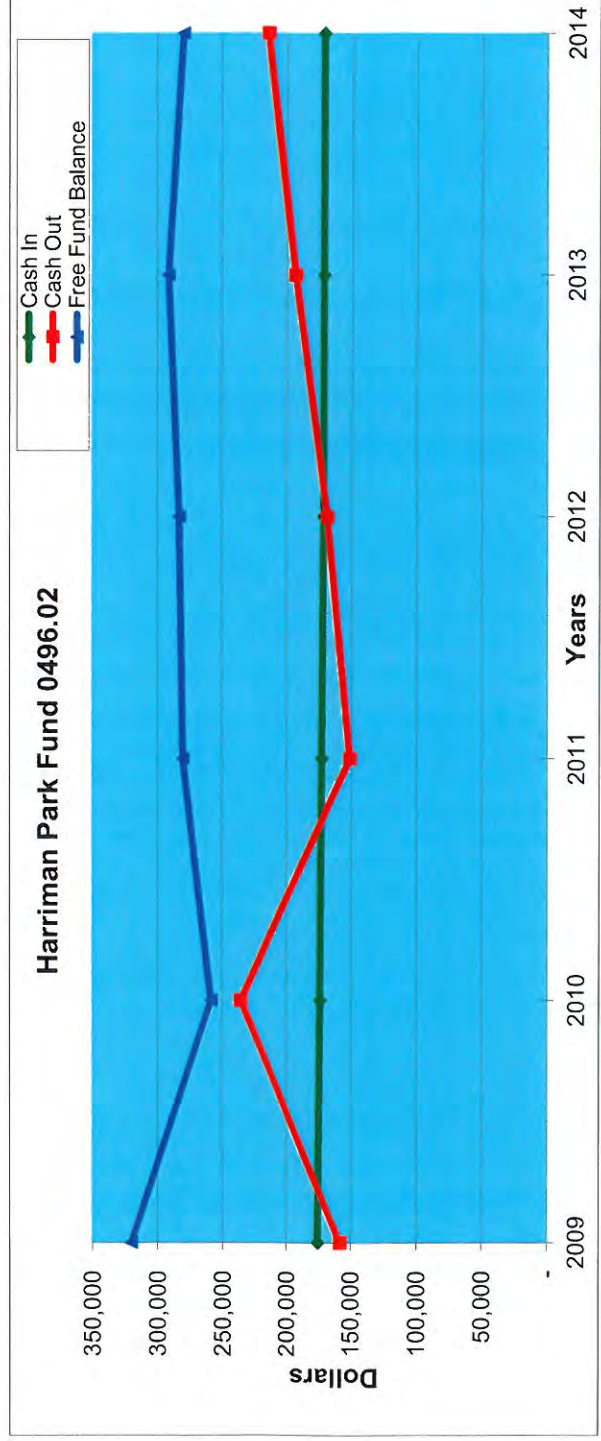
**FUND REVENUE & EXPENDITURE HISTORY  
HARRIMAN PARK FUND 0496.02**

This fund is used to deposit receipts generated by Harriman State Park and pay all expenditures related to improvement and maintenance of the park.

Source of Data - Proposed Form B-12

	2009	2010	2011	2012	2013	2014
Cash In	Actual 175,500	Actual 174,000	Actual 173,000	Estimate 172,000	Approp. 172,000	Request 172,000
Cash Out	158,300	235,700	151,300	169,200	193,800	213,800
Encumbrances					-	
Reappropriations					-	
<sup>1</sup> Unspent Appropriation					30,000	30,000
Free Fund Balance	320,400	258,700	280,400	283,200	291,400	279,600

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.



**FUND REVENUE & EXPENDITURE HISTORY  
PARK LAND TRUST FUND 0496.03**

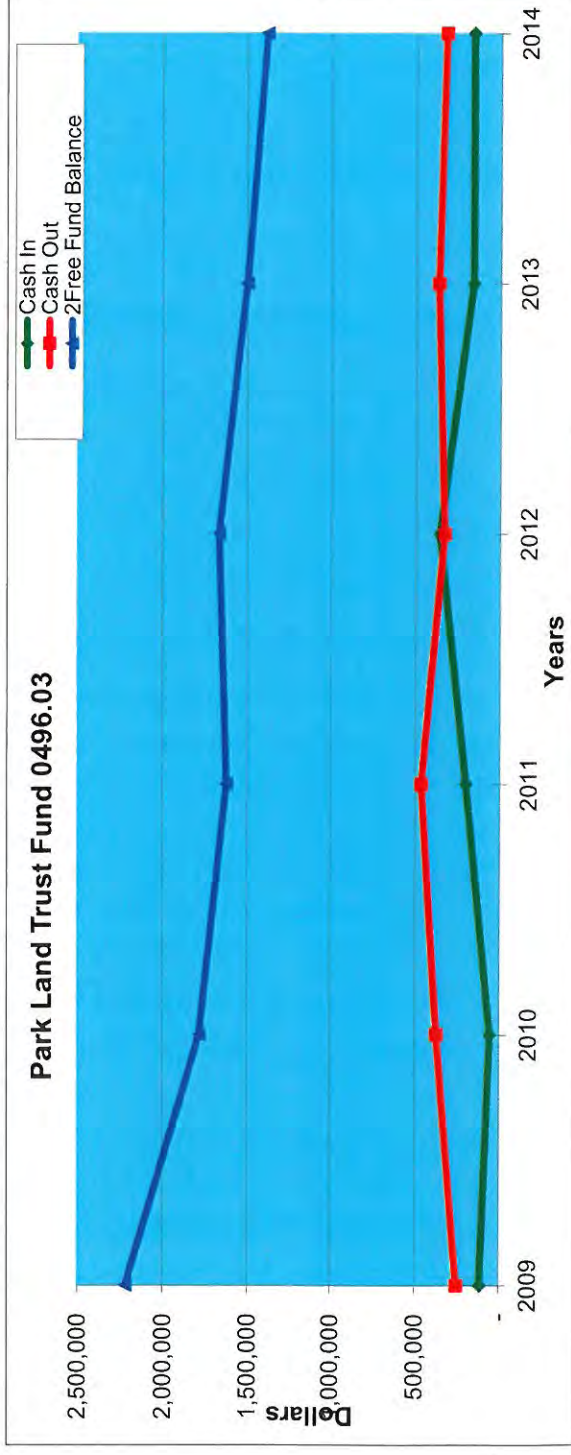
This fund is used to dispose of unsuitable park and recreation lands and for the acquisition of lands to improve the overall park and recreation opportunities of the state park system. Revenues are generated from the various trust held by the Department. (see IDAHO CODE 67-4244)

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	114,100	56,000	199,600	357,400	160,000	160,000
Cash Out	252,900	373,300	463,000	329,100	366,900	322,900
Encumbrances		117,700	14,000		-	
Reappropriations					-	
<sup>1</sup> Unspent Appropriation					43,000	43,000
<sup>2</sup> Free Fund Balance	2,216,000	1,781,000	1,621,300	1,663,600	1,499,700	1,379,800

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.

<sup>2</sup> Free Fund Balance includes \$14,725 Cash Transfer from Fund 0243.

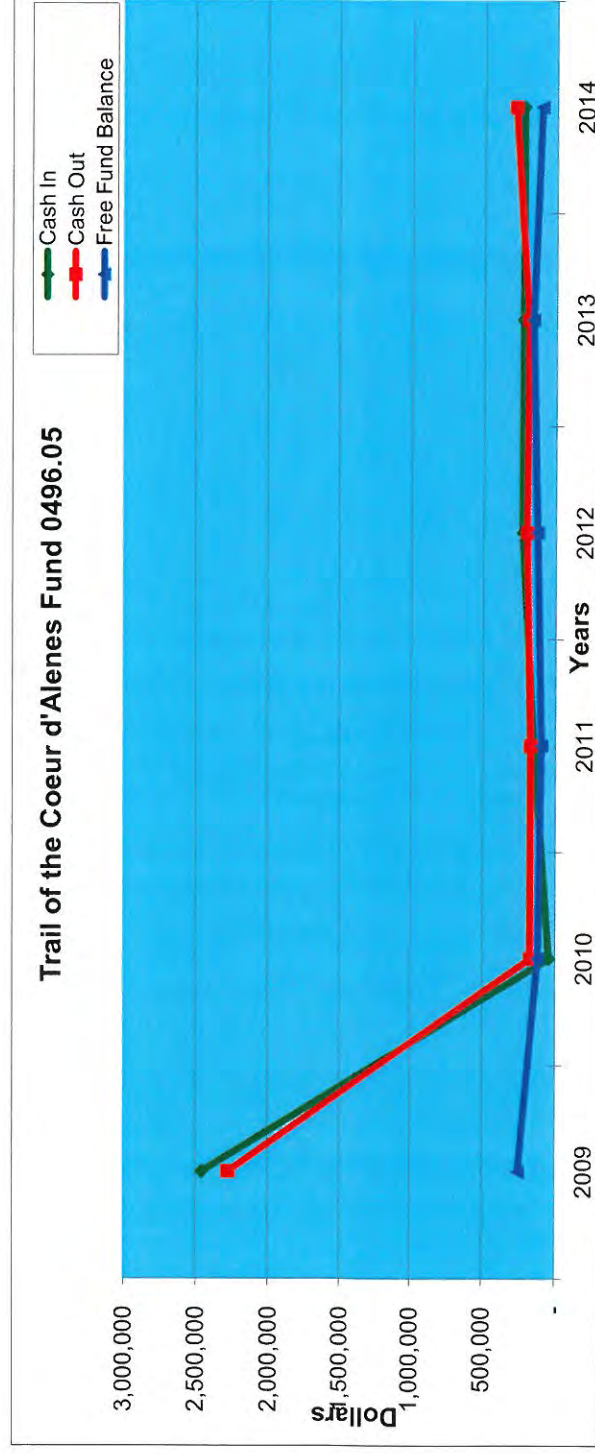


**FUND REVENUE & EXPENDITURE HISTORY**  
Trail of the Coeur d'Alenes Fund 0496.05

Source of Data - Proposed Form B-12

	2009 Actual	2010 Actual	2011 Actual	2012 Estimated	2013 Approp.	2014 Request
Cash In	2,457,500	42,700	152,000	231,800	230,000	230,000
Cash Out	2,274,500	174,700	173,700	202,400	195,400	288,000
Encumbrances						
Reappropriations						
<sup>1</sup> Unspent Appropriation						
Free Fund Balance	253,400	121,400	99,700	129,100	163,700	105,700

<sup>1</sup> Unspent appropriation based on need to maintain a positive cash balance.





<input type="checkbox"/> IDAPA RULE	<input type="checkbox"/> IDAPA FEE	<input checked="" type="checkbox"/> BOARD ACTION REQUIRED
<input type="checkbox"/> BOARD POLICY	<input type="checkbox"/> INFO ONLY, NO ACTION REQUIRED	

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:** FY2014 Zero-Base Budget Proposal

**ACTION REQUIRED:** Board Action Required

**PRESENTER:** Tamara Humiston

**PRESENTATION**

The FY2014 Zero Base Budget process focuses on allocating the department's base budget and positions across identified costs centers. The goal of the zero base budget process is to examine how existing resources are allocated and make any necessary changes to support the agency's mission. Based on a review of the Strategic Plan, Idaho Code, Administrative Rules, and Board Police; IDPR may change how resources used. The information presented to the board is at a very high level for discussion purposes. Fiscal staff will complete detailed forms for the final submission.

Zero Base Budget Cost Centers

The department has identified ten cost centers which have been reviewed by department staff and Division of Financial Management.

- Page one provides summary information for each of the cost centers. The cost centers listed below are in no particular order:
  - Reservation
  - Support
  - Development
  - Registration
  - Administration
  - Recreation
  - State & Federal Grants
  - Cultural/Historical Parks
  - Natural Parks
  - Recreation Parks
- Pages two through nine provide the detail information on the programs included in each cost center.

Sample – Dept. of Administration Completed Forms

The information under this tab provides an example of what a completed Zero Base Budget request will look like once completed.

**STAFF RECOMMENDATIONS:**

Staff recommends board approval for the nine cost centers provided under the Zero Base Budget Cost Center Tabs. Staff will incorporate the decision units approved for the tradition FY2014 budget into the zero base budget.

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Ranking	Cost Centers	Total FTPs	Total Seasonal Hours	Total FY2011 PC & OE Expenditures	Total FY2011 Trustee & Benefit Expenditures
	Reservation	2.00	979	\$ 701,000	\$ -
	Support	16.00	1,362	\$ 1,198,100	\$ -
	Development	5.00	-	\$ 329,500	\$ -
	Registration	7.00	-	\$ 699,600	\$ 2,528,400
	Administration	7.00	1,931	\$ 1,077,700	\$ -
	Recreation	13.00	20,307	\$ 1,806,900	\$ 159,300
	State & Federal Grants	3.00	2,083.40	\$ 236,200	\$ 2,702,800
	Cultural/Historical Parks	4.75	7,248	\$ 351,600	\$ -
	Natural Parks	1.00	1,667	\$ 145,400	\$ -
	Recreation Parks	80.75	151,615	\$ 8,348,400	\$ -
		139.50	187,192	\$ 14,894,400	\$ 5,390,500

NOTE: FY2011 expenditures do not include encumbrance balances as of 7/1/2011.



IDAHO PARKS & RECREATION  
Zero Base Budget Cost Centers

Cost Centers	Program	Staff Members	Classification	PCN	PC & OE	T&B	PCAs	FTPs & Seasonal Hours
Reservation	Reservation	Tammy Kolsky Philip Sandmeyer Seasonals	Program System Specialist - Auto Customer Service Rep. 2	2206 7006	\$ 701,000			1.00 1.00 978.9 hours
					\$ 701,000	\$ -		
							Total FTPs	2.00
							Total Seasonal Hours	978.90
Support	Fiscal	Tamara Humiston Hadley Wagner Jason Parmentier Kellie Bergey John Arnold Lorna Sutcliffe Tonya Caple Teresa Hourani Seasonals	Financial Officer Financial Specialist Senior Maintenance Craftsman Financial Specialist Technical Records Specialist 2 Financial Specialist Financial Support Technician Financial Support Technician	7004 7025 3508 7029 7027 7022 7016 3702	\$ 452,100			1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1,362 hours
	MIS	Kevin Zauha Cheryl De Belloy Vicki Heazle James Sup Jessica Resendez	IT Resource Manager IT Network Analysts Senior ID Programmer Analyst Senior IT Systems Analyst IT Information Systems Technician	7070 7072 5108 7074 7073	\$ 520,700			1.00 1.00 1.00 1.00 1.00
	HR	Betsy Johnson Denice Gardner Kathryn Hampton	Human Resource Officer Personnel Technician Volunteer Services Coordinator	7009 4402 7055	\$ 225,300			1.00 1.00 1.00
					\$ 1,198,100	\$ -		
							Total FTPs	16.00
							Total Seasonal Hours	1,362.00



IDAHO PARKS & RECREATION  
Zero Base Budget Cost Centers

Cost Centers	Program	Staff Members	Classification	PCN	PC & OE	T&B	PCAs	FTPs & Seasonal Hours
Administration	Board	Ernest Lombard	Board Member		\$ 21,000			
		Tom Crimmins	Board Member					
		Randy Doman	Board Member					
		Vacant	Board Member					
		Jean McDevitt	Board Member					
		Robert Hansen	Board Member					
	Executive Functions	Nancy Merrill	Director	7001	\$ 302,800			1.00
		Janince Johns	Administrative Assistant 2	7013				1.00
		Jennifer Blazek	Public Information Officer	7099				1.00
		Seasonals						119.5 hours
Park Operations		David Ricks	Deputy Director	3201	\$ 274,500			1.00
		Eileen Downing	Administrative Assistant 1	7005				1.00
		Seasonals						428.5 hours
Planning		Rick Just	Planner Socioecon Senior	1504	\$ 141,600			1.00
		Connie Vaughn	Planner	7020				1.00
		Seasonals						878 hours
Recreation Initiative		Seasonals			\$ 18,200			505.3 hours
Legal					\$ 61,400			
General Administration & Management Services Admin					\$ 258,200			
					\$ 1,077,700	\$ -		
								Total FTPs 7.00
								Total Seasonal Hours 1,931.30



IDAHO PARKS & RECREATION  
Zero Base Budget Cost Centers

Cost Centers	Program	Staff Members	Classification	PCN	PC & OE	T&B	PCAs	FTP's & Seasonal Hours
Recreation	Outdoor Recreation Admin	Dave Claycomb Juelie Traska Jeffrey Cook Seasonals	P&R Rec RSRC Bur Chief Office Specialist 2 Lands Program Specialist	7040 7026 7038	\$ 182,000			1.00 1.00 1.00 2,688.1 hours
Trails		Troy Elmore Richard Gummersall Leo Hennessy Mark Hildersheim Todd Wernex Michael Robinson Seasonals	P&R Rec Prog Manager P&R Outdoor Rec Trg Coordinator P&R Non-Motorized Trail Outdoor Rec Prog Specialist Outdoor Rec Prog Specialist Outdoor Rec Prog Specialist	7041 7036 7042 3705 3802 3102	\$ 1,147,400 \$ 106,800			1.00 1.00 1.00 1.00 1.00 1.00 16,085.6 hours
Boat Education		David Dahms Kim Jackson Randy Herman Ed Lyon Seasonals	Boating Rec Prog Manager P&R Public Boat Trn Crd P&R Outdoor Rec Trg Crd P&R PRG Trng Crd	7033 7044 7034 2507	\$ 477,500 \$ 52,500			1.00 1.00 1.00 1.00 1,533.4 hours
					\$ 1,806,900	\$ 159,300		
							Total FTPs	13.00
							Total Seasonal Hours	20,307.10
State & Federal	State & Federal Grants	Kathy Muir Tami Johnson Jill Murphey Seasonals	Grants/Contracts Mgmt Supervisor N. Grants/Conts Prog Specialist S. Grants/Conts Prog Specialist	7017 7028 7045	\$ 236,200 \$ 2,702,800			1.00 1.00 1.00 2,083.4 hours
					\$ 236,200	\$ 2,702,800		
							Total FTPs	3.00
							Total Seasonal Hours	2,083.40

IDAHO PARKS & RECREATION  
Zero Base Budget Cost Centers

Cost Centers	Program	Staff Members	Classification	PCN	PC & OE	T&B	PCAs	FTPs & Seasonal Hours
Cultural/Historical Parks	Old Mission State Park	Kathleen Durfee	P&R Manager 2	1701	\$ 153,600			1.00
		Scott Skinner	P&R Ranger	1704				1.00
		Jim Richards	P&R Ranger	1901				1.00
		Seasonals						4,043.8 hours
Natural Parks	Land of the Yankee Fork	Dan Smith	P&R Manager 2	6501	\$ 198,000			1.00
		Joni Hawley	P&R Ranger	6502				0.75
		Seasonals						3,204.4 hours
					\$ 351,600	\$ -		
							Total FTPs Total Seasonal Hours	4.75 7,248.20
Natural Parks	Mary Minerva McCroskey	Seasonals			\$ 68,300			1,666.5 hours
		Keith Jones	Natural Resource Manager	7035	\$ 77,100			1.00
					\$ 145,400	\$ -		
							Total FTPs Total Seasonal Hours	1.00 1,666.50
Recreation Parks	North Region Admin Office	David White	N. Regional Manager	1501	\$ 365,400			1.00
		Georgia Suchocki	Administrative Assistant 1	1503				1.00
		Pat Dingman	P&R Maint Foreman	1512				1.00
		Lanny Neipert	Utility Craftsman	1514				1.00
		Seasonals						2,411.3 hours
Recreation Parks	Priest Lake State Park	Lonnie Johnson	P&R Manager 3	1101	\$ 556,500			1.00
		Erin McKindree	P&R Manager Assistant	1102				1.00
		Adam Brown	P&R Ranger	1104				1.00
		Ryan Glynn	P&R Ranger	1103				1.00
		Sandra McQuarrie	Office Specialist 2	1105				1.00
		Seasonals						7,785.6 hours

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Cost Centers	Program	Staff Members	Classification	PCN	PC & OE	T&B	PCAs	FTP's & Seasonal Hours
	Round Lake State Park	Dave Russell	P&R Manager 2	1201	\$ 218,900			1.00
		Mary McGraw	P&R Ranger	1203				1.00
		Seasonals						4,819.1 hours
	Farragut State Park	Randall Butt	P&R Manager 3	1301	\$ 729,800			1.00
		Chuck Gross	P&R Manager Assistant	1302				1.00
		Dennis Woolford	P&R Ranger	1304				1.00
		Jason Oliver	P&R Ranger	1305				1.00
		Jim Mallet	P&R Ranger	1309				1.00
		Errin Bair	P&R Ranger	1509				1.00
		Pam Ellis	Office Specialist 2	1315				1.00
Seasonals						11,165.3 hours		
	Coeur D Alene Parkway	Megan Habel	P&R Ranger	1802	\$ 62,300			1.00
		Seasonals						1,237 hours
	Heyburn State Park	Ron Hise	P&R Manager 3	1401	\$ 542,700			1.00
		Chris Hoosick	P&R Manager Assistant	1407				1.00
		Beth Simanek	P&R Ranger	1404				1.00
		Don West	P&R Ranger	1403				1.00
		Bryce Bealba	P&R Ranger	1402				1.00
		Leslie Naccarato	Office Specialist 2	1406				1.00
		Seasonals						8,586 hours
	Dworshak State Park	Charlie Chase	P&R Manager Assistant	3205	\$ 313,500			1.00
		Jeff Smith	P&R Ranger	3305				1.00
		Seasonals						8,263.9 hours
	Hells Gate State Park	Marty Gangis	P&R Manager 3	2401	\$ 450,700			1.00
		Roger Dailey	P&R Manager Assistant	2404				1.00
		Brock Richie	P&R Ranger	2402				1.00
		Mike Clough	P&R Ranger	2405				1.00
		Judith Nuxoll	Office Specialist 2	2403				1.00
Seasonals						7,062.6 hours		
	Winchester State Park	Nita Moses	P&R Manager Assistant	2101	\$ 174,800			1.00
		Vacant	P&R Ranger	2102				0.75
		Seasonals						3,693.5 hours
	Trail of the Coeur D Alenes							
		Seasonals			\$ 116,000			1,457.4 hours
		ZBB - Parks Cost Centers						

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Cost Centers	Program	Staff Members	Classification	PCN	PC & OE	T&B	PCAs	FTPs & Seasonal Hours
South Region Admin Office		Garth Taylor	S. & E. Regional Manager	7003	\$ 365,000			1.00
		Joyce Storey	Administrative Assistant 1	7075				1.00
		Paul Fay	P&R Maint Foreman	3503				1.00
		Christopher Re Seasonals	Utility Craftsman	3504				1.00 1,812 hours
Ponderosa State Park		Richard Taplin	P&R Manager 3	2201	\$ 570,600			1.00
		Matthew Linde	P&R Manager Assistant	2202				1.00
		Terrilyn Bryant	P&R Ranger	2203				1.00
		Dave Daams	P&R Ranger	2211				1.00
		Eunice Broome Seasonals	Office Specialist 2	2204				1.00 11,089.4 hours
Lake Cascade State Park		Theresa Perry	P&R Manager 3	2301	\$ 499,300			1.00
		Tracy Osborn	P&R Manger Assistant	2300				1.00
		Ed Brashier	P&R Ranger	2302				1.00
		Phillip Crust	P&R Ranger	2303				1.00
		Steve Kuskie	P&R Ranger	2304				1.00
		Troy Hensiek Seasonals	P&R Ranger	2305				1.00 7,159.7 hours
Lucky Peak State Park		Surat Nicol	P&R Manager Assistant	3512	\$ 445,800			1.00
		Ken Blake	P&R Ranger	3705				1.00
		Lorraine Mallett Seasonals	Office Specialist 2	7046				0.50 10,037 hours
Eagle Island State Park		Gary Shelley	P&R Manager 3	3701	\$ 175,500			1.00
		Matthew Cooper	P&R Manager Assistant	7049				1.00
		Lorraine Mallett Seasonals	Office Specialist 2	7046				0.50 6,506.2 hours
Burneau Dunes State Park		Steve Russell	P&R Manger 2	3301	\$ 256,100			1.00
		Aaron Soggs	P&R Ranger	3304				1.00
		Kim Durr Seasonals	Office Specialist 2	3307				0.75 6,793 hours
Three Island State Park		John Frank	P&R Manager 2	3401	\$ 301,300			1.00
		Ed Wegrzyniak	P&R Manager	3403				1.00
		Vance Pruett	Sr. Maint Craftsman	3405				0.75
ZBB - Parks Cost Centers								

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Cost Centers	Program	Staff Members	Classification	PCN	PC & OE	T&B	PCAs	FTP's & Seasonal Hours
		Katherine Pruett Seasonals	Office Specialist 2	3406				0.75 4,412.5 hours
	Thousand Springs State Park	Dave Landrum Tom Coester Seasonals	P&R Manager 2 P&R Ranger	4101 \$ 1405	207,000			1.00 1.00 2,776 hours
	Massacre Rocks State Park	Kevin Lynott Daniel Brown Seasonals	P&R Manager 2 P&R Ranger	5101 \$ 5102	200,800			1.00 1.00 3,388.1 hours
	Lake Walcott State Park	Dan Richardson Travis Taylor Seasonals	P&R Manager 3 P&R Ranger	4411 \$ 4410	183,600			1.00 1.00 3,632.3 hours
	City of Rocks/Caslt Rocks	Wallace Keck Venna Ward Juanita Jones Trenton Durfee James Scarrow Brad Shilling Kristen Bastis Seasonals	P&R Manager 3 P&R Manager Assistant P&R Ranger P&R Ranger P&R Maint Foreman P&R Climbing Ranger P&R Ranger	4401 \$ 4404 4105 3404 4403 4405 4406	811,000			1.00 1.00 1.00 1.00 1.00 1.00 1.00 20,408.4 hours
	Bear Lake State Park	Kirk Rich Douglas Stephens Alan Eborn Seasonals	P&R Manager 2 P&R Ranger P&R Ranger	5302 \$ 5301 5303	255,800			1.00 1.00 1.00 5,396 hours
	Harriman/Hernys Lake	Keith Hobbs Jodi Vincent Bob Hirmyck Robert Mecham Darla Cutler Seasonals	P&R Manager 3 P&R Manager Assistant P&R Ranger P&R Ranger Office Specialist 2	2501 \$ 6102 2506 2508 2509	546,000			1.00 1.00 1.00 1.00 0.75 11,722.4 hours
					\$ 8,348,400	\$ -		
							Total FTPs	80.75
							Total Seasonal Hours	151,614.70
			ZBB – Parks Cost Centers					

Develop this staff resource allocation spreadsheet up from zero based on a cost center by cost center basis. This

**BUDGET FUNCTION:** Division of Purchasing  
**CURRENT LEVEL STAFF RESOURCE ALLOCATION TO COST CENTERS**  
( IN FULL TIME POSITIONS )

Agency: 700  
Code:

Job Title	Annual Salary	(Dollars)									
		DEDICATED									
		0450 Purchasing	0450 Postal	0450 Records Management	0450 Quick Copy	0456 Federal Surplus Prop.	Subtotal	GENERAL			
		7.78	4.57	2.2	3.2	2.2	19.95	Purchasing	Postal	Subtotal	TOTAL
FTP Administrator (1)	98,911	34,618.98	23,909.43	4,945.57	4,945.57	4,945.57	49,455.69	44,510.12	4,945.57	15.05	98,911.38
Business Operations Manager (2)	78,709						65,328.48		13,380.53		78,709.01
Office Specialist 2 (4)	36,948	12,522.23					12,522.23	24,385.51			36,947.74
IT Program Info Coordinator (9)	50,978	17,315.40					17,315.40	33,612.25			50,927.65
DOP Purchasing Officer (11)	64,130	21,804.24					21,804.24	42,325.88			64,130.12
Office Specialist 2 (15)	37,148	12,630.37					12,630.37	24,517.78			37,148.15
DOP Purchasing Officer (16)	63,426	21,564.67					21,564.67	41,860.83			63,425.50
Sales Purchasing Manager (18)	89,124	43,670.71					43,670.71	45,453.19			89,123.90
DOP Purchasing Officer (19)	75,746	25,754.21					25,754.21	49,993.47			75,747.68
Office Specialist 2 (62)	36,472	12,400.41					12,400.41	24,071.38			36,471.79
DOP Purchasing Officer (63)	70,842	25,054.53					25,054.53	45,587.60			70,842.13
DOP Purchasing Officer (67)	68,244	23,484.57					23,484.57	44,759.43			68,243.05
DOP Purchasing Officer (69)	74,995	25,498.23					25,498.23	49,496.57			74,994.80
DOP Purchasing Officer (71)	64,854	22,050.38					22,050.38	42,803.67			64,854.05
DOP Purchasing Officer (5131)	62,405	21,223.36					21,223.36	41,181.73			62,405.09
Postal Services Manager (5201)	59,394	26,180.83					26,180.83	33,212.77			59,393.60
Shipping and Material (5202)	36,427	10,027.76					10,027.76	20,398.97			36,426.73
Postal Equipment Operator (5203)	36,855	17,019.53					17,019.53	22,685.96			36,855.49
Shipping and Material (5205)	38,267	16,837.31					16,837.31	21,429.30			38,266.61
Shipping and Material (5211)	35,053	15,423.46					15,423.46	21,777.58			36,888.54
Postal Equipment Operator (5212)	36,116	15,890.94					15,890.94	19,629.85			35,053.31
Shipping and Material (5213)	35,908	15,799.72					15,799.72	20,224.83			35,908.46
Postal Equipment Operator (5214)	39,174	17,236.38					17,236.38	20,108.74			39,173.59
Shipping and Material (5130)	35,338	35,338.36					35,338.36	21,937.21			36,108.26
Shipping and Material (5132)	37,075	37,074.58					37,074.58	-			37,074.58
Shipping and Material (5216)	33,550	33,550.32					33,550.32	-			33,550.32
Contract Specialist ***	33,000	33,000.00					33,000.00	-			33,000.00
Surplus Property Screener (48)	48,798					48,787.56	48,787.56	-			48,787.56
Business Manager (66)	53,311					53,310.98	53,310.98	-			53,310.98
Records Management Sprvr (5135)	53,433			63,232.95		53,232.95	53,232.95	-			53,232.95
Office Specialist 1 (5138)	32,764			32,764.27		32,764.27	32,764.27	-			32,764.27
Print Shop Business Assistant (3236)	47,543				47,543.09	47,543.09	47,543.09	-			47,543.09
Copy Center Technician (3264)	39,365				39,365.82	39,365.82	39,365.82	-			39,365.82
Storekeeper (3269)	45,273				45,273.22	45,273.22	45,273.22	-			45,273.22
<b>TOTAL</b>	<b>1,791,036</b>	<b>362,632.24</b>	<b>293,309.58</b>	<b>102,749.14</b>	<b>148,934.05</b>	<b>118,860.46</b>	<b>1,015,565.47</b>	<b>454,558.41</b>	<b>219,911.31</b>	<b>774,470.72</b>	<b>1,791,036.19</b>

DOP Resource Allocation



Agency Purchasing  
Code: 200

Decision Package Title: Purchasing

Cost Center Description

This program supports state agencies in the procurement or lease of goods, services, parts, supplies, and equipment within state purchasing requirements. It also provides training for agency purchasing personnel.

For this decision package, please thoroughly answer, on a separate sheet, the following three questions with as much detail as is necessary:

1. Why is this service/activity performed and why is it performed in this manner?

State Purchasing exists to purchase goods and services by securing maximum value for the tax dollar and to provide service to state agencies and the public in a timely and courteous manner through ethical and impartial relations with vendors and state personnel. Continuous training is also provided to both state agencies and the business community.

2. How does this service/activity and this base level of funding support your agency's strategic plan and fulfill legal mandates?

This base fulfills requirements of the agency's statutory mandate to fulfill requirements set forth in Idaho Code Title 67 Chapter 57. It allows the Division to execute competitive bids in acquisitions of property and to maximize competition and the value received by the State. It allows the Division to actively train internal and agency buyers in systems, procedures and processes to enhance productivity, professionalism and best practice knowledge. It supports the Department's efforts to implement statewide IT enterprise philosophies by supporting the OCIO on related contracts and procurement. One of the Department's goals is to implement recommendations of the Purchasing Review Team for enhancing the state's procurement processes. The Division of Purchasing will be responsible for reviewing and implementing the recommendations. This function supports the mission of the Department to provide cost effective business solutions to agencies so they can concentrate on fulfilling their own missions.

3. What adjustments would be made if this cost center were eliminated?

- a. The function could be outsourced. This would require significant internal management control to ensure the fulfillment of all legal and financial processes.
- b. If agencies procured on their own, the following would happen:

--Agencies would either need to procure their own products (capabilities and staff would have to increase to do so) or outsource their purchasing functions.

--Integration with agencies and a 3rd party contractor would be considerably difficult and time exhaustive.

--Cost and management may be prohibitive. Legal exposure would be increased. No consistency would exist in the application of statutes and related supporting systems/processes.

--Potential loss in leveraging of state spending through state contracts and/or multistate contracts. Example: the current IT equipment contract for a standard desktop PC has saved the State \$462 each or a 44% reduction from retail through a multistate WSCA contract with a State of Idaho addendum.

- c. If purchasing was outsourced it would require significant internal management control to ensure the fulfillment of all legal and financial processes. Additional program leadership for consolidation of programs would be lost such as the vehicle fleet management program. This program is led by the Division of Purchasing with expected results that decrease the size of the statewide fleet, apply central management, utilize vehicles wiser, provide ease in required governmental reporting, provide for better maintenance tracking, and yield higher vehicle resale values. If this program of centralized management through a lead agency or a third party, additional funding resources (outside of this budget) would be required for its support i.e. internal labor, material, overhead to manage the program and the 3rd party (if applicable).

Expenditure Category	Amount		Explanation (include details to justify basis for the calculated attach a separate sheet if needed)
	0001	0450	
4000 Total Salary & Benefits	554,559.41	352,632.24	907,191.65 Based on 2009 exit wages.
5001 Subtotal Communication	0.00	15,374.00	15,374.00 Maintenance of eProcurement system, training to agency personnel, and administrative supplies.
5051 Subtotal Employee Development	1,200.00	41,480.00	42,680.00
5101 Subtotal General Services	0.00	0.00	0.00
5151 Subtotal Professional Services	80.00	7,680.00	7,680.00
5201 Subtotal Repair & Maint Services	170.00	49,844.00	49,844.00 Contraxx and Sicommm system maintenance fees
5251 Subtotal Administrative Service	510.00	1,500.00	2,010.00
5301 Subtotal Computer Services	0.00	0.00	0.00
5351 Subtotal Employee Travel	0.00	13,600.00	13,600.00 In-state agency training/travel
5401 Subtotal Administrative Supplies	2,040.00	4,260.00	6,300.00
5451 Subtotal Fuel & Lubricants	0.00	550.00	550.00
5501 Subtotal Mfg & Merch Costs	0.00	0.00	0.00
5551 Subtotal Computer supplies	1,900.00	185,900.00	186,900.00
5601 Subtotal Repair & Maint Supplies	0.00	100.00	100.00
5651 Subtotal Instit & Resid supplies	0.00	0.00	0.00
5701 Subtotal Specific use supplies	0.00	500.00	500.00
5751 Subtotal Insurance	0.00	4,400.00	4,400.00
5851 Subtotal utility charges	0.00	0.00	0.00
5901 Subtotal Rentals & Operating leases	0.00	74,530.00	74,530.00
5951 Subtotal Misc Expenditures	0.00	211,112.00	211,112.00 Government overhead
5000 Total Operating Expenses	5,900.00	609,680.00	615,580.00
6000 Capital Outlay			0.00
7000 Trustee/Benefits	560,459.41	962,312.24	1,522,771.65
<b>TOTAL EXPENDITURES</b>			
Alternatives	Cost Description (use separate sheet of paper if necessary)		Benefit Description (use separate sheet of paper if necessary)
The Preferred Budget, illustrated above, is the program's base budget.			

Agency Administration

Code: 200

Decision Package Title: Central Postal Services (CPS)

Cost Center Description

Central Postal Services provides full-spectrum mailing services to state agencies in Ada County. Services include processing and delivery of inbound mail, processing of outbound mail, pre-sort and barcode of outbound mail, bulk mail processing, and package handling for incoming and outbound packages/parcels. The program provides these services via 7 mail routes that cover the Ada County area.

For this decision package, please thoroughly answer, on a separate sheet, the following three questions with as much detail as is necessary:

1. Why is this service/activity performed and why is it performed in this manner?

State agencies require responsive, cost effective, and timely support services to support their missions. The Central Postal Services (CPS) function effectively meets this need by providing a central mail facility for the majority of state agencies within Ada County. Through this central facility, agencies are able to realize discounted mail rates via our barcode equipment, and timely pick up and delivery of mail pieces. Staff members of our CPS are well-trained to help agencies determine the best methods to mail material and design mail pieces so US Postal Services (USPS) requirements are met.

2. How does this service/activity and this base level of funding support your agency's strategic plan and fulfill legal mandates?

Timely, effective handling of mail is a base requirement to state agency business. The CPS function enables agencies to meet this requirement and to adhere to US Postal Service regulations. Additionally, the CPS administers the USPS postal permits used by all agencies. This function supports the Department's mission to provide cost effective business solutions to other agencies so they can concentrate on their own missions.

3. What adjustments would be made if this cost center were eliminated?

a. This function could be de-centralized; however, the following would happen:

--Each agency would be responsible for getting its mail picked up and delivered, requiring additional time and resources by those agencies.

--Multi-tenant state buildings such as the Towers Building would receive one delivery to each street address instead of a delivery to each floor or program office which is currently provided by our operation. Additional time and resources would be required by agencies to disperse the mail.

--Agencies would need to acquire individual postal permit accounts with the USPS.

--Discounted barcoding provided by our central program would be eliminated causing statewide postal costs to increase.

--Inter-office mail would be eliminated which would add to agency postal costs and time in delivery.

b. Purchasing is in the process of looking at consolidation with other state postal functions to possibly eliminate duplicative state efforts and equipment. To date, discussions have been initiated with the Tax Commission and ITD to discuss pros and cons of consolidation.

c. This function could be outsourced, although someone within the Department would need to provide oversight to the contractors. The cost of outsourcing and administering the outsourcing is unknown.

Develop this decision package by reconstructing the cost center's operation up from zero base according to what is absolutely needed to fulfill your agency's legal requirements in the most efficient and effective way. Critical to this step is the identification and analysis of alternative approaches to how business is currently undertaken within this cost center (please identify opportunities to do the job differently and better). This reconstruction should reflect the preferred alternative (from the alternative box below) to the current structure.



Expenditure Category	Amount		Total	sheet if needed)
	0001	0450		
4000 Total Salary & Benefits	219,911.31	293,339.58		Moved .5 FTE from Records for delivery consolidation
5001 Subtotal Communication		8,837.00		
5051 Subtotal Employee Development		80.00		
5101 Subtotal General Services		0.00		
5151 Subtotal Professional Services		4,000.00		
5201 Subtotal Repair & Maint Services		31,596.00		
5251 Subtotal Administrative Service		125.00		
5301 Subtotal Computer services		100.00		
5351 Subtotal Employee Travel		3,000.00		
5401 Subtotal Administrative Supplies		374.00		
5451 Subtotal Fuel & Lubricants		0.00		
5501 Subtotal Mfg & Merch Costs		27,663.00		
5551 Subtotal Computer supplies		2,000.00		
5601 Subtotal Repair & Maint Supplies		254.00		
5651 Subtotal Insitt & Res'id supplies		1,100.00		
5701 Subtotal Specific use supplies		216.00		
5751 Subtotal Insurance		0.00		
5851 Subtotal utility charges		105,534.00		
5901 Subtotal Rentals & Operating leases		206,143.00		
5961 Subtotal Misc Expenditures		399,595.00		
5000 Total Operating Expenses		27,346.00		Equipment leases
6000 Capital Outlay				
7000 Trustee/Benefits	219,911.31	720,340.58	940,251.89	
<b>TOTAL EXPENDITURES</b>				

Increase of \$2,500-delivery consolidation w/Records which resulted in a decrease in Records Management's budget

Alternatives	Cost Description (use separate sheet of paper if necessary)	Benefit Description (use separate sheet of paper if necessary)
The Preferred Budget, illustrated above, is the program's base budget.		

Agency Administration

Code: 200

Decision Package Title: State Record Center

Cost Center Description

This function is the State Record Center activities that includes storage of inactive business records for state agencies, records management consultation, training, delivery, storage, and rotation of computer back-up media.

For this decision package, please thoroughly answer, on a separate sheet, the following three questions with as much detail as is necessary:

1. Why is this service/activity performed and why is it performed in this manner?

The State Records Center provides state agencies with consultation, training, and cost-effective storage, delivery, maintenance and disposition of State business records as required by law. Our Center provides a secure, low cost warehouse environment for storage of inactive business records.

2. How does this service/activity and this base level of funding support your agency's strategic plan and fulfill legal mandates?

This function provides training and leadership to state agencies in efficient record management practices. This function supports the Department's mission to provide cost-effective business solutions to other agencies so they can concentrate on fulfilling their own missions.

3. What adjustments would be made if this cost center were eliminated?

This function could be outsourced although someone within Administration would need to provide oversight to the contract. This option has been studied, and as a result management determined it would be too expensive. In addition, many records stored in our facility fall under federal requirements that prohibit storage in a private facility. As such, we do not recommend outsourcing this function. Nevertheless, we are currently working to downsize our warehouse needs by working with agencies to aggressively dispose of records that have reached their retention requirements and/or have permanent value and should be transferred to the State Historic Archives.

Develop this decision package by reconstructing the cost center's operation up from zero base according to what is absolutely needed to fulfill your agency's legal requirements in the most efficient and effective way. Critical to this step is the identification and analysis of alternative approaches to how business is currently undertaken within this cost center (please identify opportunities to do the job differently and better). This reconstruction should reflect the preferred alternative (from the alternative box below) to the current structure. Alternatives may include the need to, for example, propose legislation to eliminate low value or out-of-date mandates, reorganize or re-engineer work processes, further exploit information technology applications, including system consolidation, outsource services to contractors, share or transfer work responsibilities to other cost centers, programs, or agencies.

Expenditure Category	Amount			Total	Explanation
	0450	Fund 2	Fund 3		
4000 Total Salary & Benefits	102,749.14				
5001 Subtotal Communication	2,237.00				
5051 Subtotal Employee Development	0.00				
5101 Subtotal General Services	0.00				
5151 Subtotal Professional Services	4,017.00				
5201 Subtotal Repair & Maint Services	6,722.00				
5251 Subtotal Administrative Service	120.00				
5301 Subtotal Computer services	0.00				
5351 Subtotal Employee Travel	1,032.00				
5401 Subtotal Administrative Supplies	781.00				
5451 Subtotal Fuel & Lubricants	300.00				
5501 Subtotal Mfg & Merch Costs	10,648.00				
5551 Subtotal Computer supplies	0.00				
5601 Subtotal Repair & Maint Supplies	1,500.00				
5651 Subtotal Insitt & Resid supplies	0.00				
5701 Subtotal Specific use supplies	116.00				
5751 Subtotal Insurance	72.00				
5851 Subtotal utility charges	5,574.00				
5901 Subtotal Rentals & Operating leases	95,852.00				
5951 Subtotal Misc Expenditures	20,817.00				
<b>5000 Total Operating Expenses</b>	<b>149,788.00</b>				
6000 Capital Outlay					
7000 Trustee/Benefits					
<b>TOTAL EXPENDITURES</b>	<b>252,537.14</b>				

This is a reduction of \$2,500 as a result of delivery consolidation with Postal

This total will be reduced once one of the storage locations is vacated 12/09.

This total will be reduced once one of the storage locations is vacated 12/09.

Alternatives	Cost Description (use separate sheet of paper if necessary)	Benefit Description (use separate sheet of paper if necessary)
The Preferred Budget, illustrated above, is the program's base budget.		



Agency Administration  
Code: 200  
Decision Package Title: State Copy Center

Cost Center Description

The Copy Center function provides networked printing and photocopying services, workshops, and assistance in the procurement of printed materials, to all state agencies.

For this decision package, please thoroughly answer, on a separate sheet, the following three questions with as much detail as is necessary:

1. Why is this service/activity performed and why is it performed in this manner?

The State Copy Center offers state agencies quality products at competitive pricing while utilizing state-of-the-art digital equipment. Services include black/white copies, color copies, custom orders, pick-up and delivery, complete copy and binding, including a variety of text and cover paper options. The Center also collaborates with State Postal Services to accomplish agencies' copy/mail projects.

2. How does this service/activity and this base level of funding support your agency's strategic plan and fulfill legal mandates?

The role of this cost center supports our strategic plan by providing responsive, cost effective, and timely print and copy services to state agencies. This function supports the Department's mission to provide cost-effective business solutions to other agencies so they can concentrate on fulfilling their own missions.

3. What adjustments would be made if this cost center were eliminated?

This function could be outsourced; however, the control over producing sensitive and confidential material (such as legislation and budgets) would be lost. Also lost would be the convenient proximity the Copy Center has with Capitol Mall tenants, and the collaboration it enjoys with the Central Postal Services in filing agencies' copy/mail orders. The Department is in the process of looking at consolidation options with other state printing functions to possibly eliminate duplicative efforts and equipment. To date it has initiated discussion with the Tax Commission and ITD to discuss pros and cons of consolidation. Meetings have also been held with Correctional Industries to consider partnering with them as well. Recently, Administration successfully combined its copy operations with those at the Department of Education.

Develop this decision package by reconstructing the cost center's operation up from zero base according to what is absolutely needed to fulfill your agency's legal requirements in the most efficient and effective way. Critical to this step is the identification and analysis of alternative approaches to how business is currently undertaken within this cost center (please identify opportunities to do the job differently and better). This reconstruction should reflect the preferred alternative (from the alternative box below) to the current structure. Alternatives may include the need to, for example, propose legislation to eliminate low value or out-of-date mandates, reorganize or re-engineer work processes, further exploit information technology applications, including system consolidation, outsource services to contractors, share or transfer work responsibilities to other cost centers, programs, or agencies.

Expenditure Category	Amount		Explanation
	0450	Total	
4000 Total Salary & Benefits	148,934.05		
5001 Subtotal Communication	1,554.00		
5051 Subtotal Employee Development	200.00		
5101 Subtotal General Services	0.00		
5151 Subtotal Professional Services	6,815.00		
5201 Subtotal Repair & Maint Services	6,850.00		
5251 Subtotal Administrative Service	0.00		
5301 Subtotal Computer services	0.00		
5351 Subtotal Employee Travel	0.00		
5401 Subtotal Administrative Supplies	430.00		
5451 Subtotal Fuel & Lubricants	0.00		
5501 Subtotal Mfg & Merch Costs	85,243.00		
5551 Subtotal Computer supplies	363.00		
5601 Subtotal Repair & Maint Supplies	112.00		
5651 Subtotal Instit & Resid supplies	0.00		
5701 Subtotal Specific use supplies	0.00		
5751 Subtotal Insurance	0.00		
5851 Subtotal utility charges	0.00		
5901 Subtotal Rentals & Operating leases	29,427.00		
5961 Subtotal Misc Expenditures	20,746.00		
5000 Total Operating Expenses	151,740.00		leased equipment
6000 Capital Outlay	120,023.00		
7000 Trustee Benefits			
<b>TOTAL EXPENDITURES</b>	<b>420,697.05</b>		

Alternatives

The Preferred Budget, illustrated above, is the program's base budget.

Cost Description (use separate sheet of paper if necessary)

Benefit Description (use separate sheet of paper if necessary)

Agency Administration

Code: 200

Decision Package Title: Federal Surplus Property

Cost Center Description

This cost center works with the General Services Administration (GSA) to connect agencies with properties deemed surplus by the federal government. It distributes the properties through acquisition to interested state agencies, local governments, and other non-profit entities.

For this decision package, please thoroughly answer, on a separate sheet, the following three questions with as much detail as is necessary:

1. Why is this service/activity performed and why is it performed in this manner?

Federal surplus properties are made available to state and public agencies and certain non-profit organizations via this cost center working with the GSA. GSA requires a single point of contact with each state for this activity. In the past, properties were retrieved by the Department and maintained in a warehouse or yard. This past year, as part of the Zero-Based Budgeting process, the Department determined that it would utilize technology to change the way of doing business. As a result, the program is moving into a smaller leased warehouse and yard which reduces overhead, and reduced staff from 3 to 2.

2. How does this service/activity and this base level of funding support your agency's strategic plan and fulfill legal mandates?

The function connects agencies with cost effective alternative for property. This function supports the Department's mission to provide cost effective business solutions to state agencies so they can concentrate on fulfilling their own missions.

3. What adjustments would be made if this cost center were eliminated?

If this program were eliminated, the section of Code that authorized the state's Federal Surplus Properties program would need to be repealed and the Federal Government would have to reclaim and distribute its own surplus properties. As mentioned above, we are presently downsizing the physical size of this program's warehouse and working towards brokering more transactions. By doing this the Department anticipates savings in transaction costs and overhead expenses totaling about one-third of today's expenses.

Develop this decision package by reconstructing the cost center's operation up from zero base according to what is absolutely needed to fulfill your agency's legal requirements in the most efficient and effective way. Critical to this step is the identification and analysis of alternative approaches to how business is currently undertaken within this cost center (please identify opportunities to do the job differently and better). This reconstruction should reflect the preferred alternative (from the alternative box below) to the current structure. Alternatives may include the need to, for example, propose legislation to eliminate low value or out-of-date mandates, reorganize or re-engineer work processes, further exploit information technology applications, including system consolidation, outsource services to contractors, share or transfer work responsibilities to other cost centers, programs, or agencies.



Expenditure Category	Amount		Total	sheet if needed)
	0456			
4000 Total Salary & Benefits	118,850.46			
2.2 FTE (was 3.1 FY09)				
5001 Subtotal Communication	7,642.00			
5051 Subtotal Employee Development	0.00			
5101 Subtotal General Services	700.00			
5151 Subtotal Professional Services	50,000.00			
5201 Subtotal Repair & Maint Services	2,106.00			
5251 Subtotal Administrative Service	20,000.00			
5301 Subtotal Computer services	0.00			
5351 Subtotal Employee Travel	1,000.00			
5401 Subtotal Administrative Supplies	200.00			
5451 Subtotal Fuel & Lubricants	2,500.00			
5501 Subtotal Mfg & Merch Costs	1,203.00			
5551 Subtotal Computer supplies	0.00			
5601 Subtotal Repair & Maint Supplies	607.00			
5651 Subtotal Insit & Resid supplies	372.00			
5701 Subtotal Specific use supplies	0.00			
5751 Subtotal Insurance	1,087.00			
5851 Subtotal utility charges	7,258.00			
5901 Subtotal Rentals & Operating leases				
5961 Subtotal Misc Expenditures	38,200.00			
5000 Total Operating Expenses	20,772.00			
6000 Capital Outlay	154,847.00			
7000 Trustee/Benefits				
<b>TOTAL EXPENDITURES</b>	<b>\$273,697.46</b>			

Contractor service to view/prop items for shipment

Hauling fee to customer site(s) from fax site(s)

Moving costs to a smaller facility  
Primarily government overhead

Alternatives

The Preferred Budget, illustrated above, is the program's base budget and reflects relocation into a smaller facility with one less FTE.

Cost Description (use separate sheet of paper if necessary)

Benefit Description (use separate sheet of paper if necessary)

DOP FSP

Agency:  
Code:

Department of Administration - Division of Purchasing  
200

MANAGEMENT RANKING LIST

This ranking spreadsheet is designed to capture the total priority ranking and associated costs of the decision packages. The expenditure total should reflect the newly reconstructed cost for the entire program. Prioritize and rank each decision package according to the degree to which they accomplish your core mission, fulfill your strategic plan and statutory authority, and meet performance expectations.

(1 = Top)

(DOLLARS)

Priority Rank	Decision Packages	Full Time Positions		General Fund		Dedicated		Federal		Other	
		Cumulative		Cumulative		Cumulative		Cumulative		Cumulative	
		Increment	Total	Increment	Total	Increment	Total	Increment	Total	Increment	Total
1	Purchasing	14.8	14.80	560,459	560,459	962,312	962,312	-	-	-	-
2	Postal	12.60	27.40	219,911	780,371	720,341	1,682,653	-	-	-	-
3	Records	2.20	29.60		780,371	252,537	1,935,190	-	-	-	-
4	Copy Center	3.20	32.80		780,371	420,697	2,355,887	-	-	-	-
5	Federal Surplus Program	2.20	35.00		780,371	-	2,355,887	273,697	273,697	-	-
6			35.00		780,371		2,355,887	273,697	273,697	-	-
7			35.00		780,371		2,355,887	273,697	273,697	-	-
8			35.00		780,371		2,355,887	273,697	273,697	-	-
9			35.00		780,371		2,355,887	273,697	273,697	-	-
10			35.00		780,371		2,355,887	273,697	273,697	-	-
11			35.00		780,371		2,355,887	273,697	273,697	-	-
12			35.00		780,371		2,355,887	273,697	273,697	-	-
Total Reconstruction Expenditures			35		780,371		2,355,887		273,697		3,409,955
Total FY 2011 Projected Base Appropriation			40.7		790,300		2,270,800		410,600		3,471,400
Based on 2010 appropriation											
Difference			-5.70		-9,629		85,087		-136,903		-61,445

☐ IDAPA RULE                      ☐ IDAPA FEE                      **X BOARD ACTION REQUIRED**  
☐ BOARD POLICY                      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **RV Funding Discussion & Approval**

**ACTION REQUIRED:**                      **Board Action Required**

**PRESENTER:**                      **Tamara Humiston**

**PRESENTATION**

**BACKGROUND INFORMATION:**

RV Funding to IDPR:

The Board made the following motion at the July 2011 Montpelier meeting:

*Mr. Crimmins moved that the Board support the continued annual allocation of up to \$1.5 million from the RV fund to support park operations and that this allocation be reduced to zero beginning FY2016. Mr. Doman seconded the motion. The Chair asked for any further discussion. Hearing none, the Chair asked for a vote on the motion. Motion approved unanimously.*

*Ms. McDevitt asked that the following be a directive to Staff:*

- *Continue to search for consistent dedicated revenue stream*
- *Provide annual report for Board review & approval*

The RV Advisory Committee recommends that the IDPR's Board takes steps to keep the current grant process intact since it benefits "all the RV users of Idaho". Attached is a letter dated 4/13/2012 responding to a question the RV Grant Advisory was asked during the ranking meeting. The letter defines what maintenance, operations, and a mix of operations and maintenance and provides examples of expenditures for each area. The letter also provides examples of operation and maintenance grants funded in the early 1990's.

Staff is seeking Board direction on how to go about utilizing RV funds for park maintenance and operations. There are two ways the Board may go about utilizing RV funds for park maintenance and operations:

1. **RV Grant Advisory Committee Recommendation** - IDPR staff would submit annual grants for maintenance and operation expenditures in parks that are primarily used by RV campers. If the grant were approved, the department would augment the annual budget process with one-time RV grant funding.

2. **Current Practice per Board through FY2015** - IDPR Board would identify a dollar amount to be award to the agency on an ongoing basis. IDPR staff would continue to report RV usage at the quarterly Board meetings. If the on-going award amount were granted, the amount would be built into the department's on-going budget.

#### **RV Registration Sticker Fees**

The RV Registration stickers are currently pro-rated on a quarterly basis. The sticker fees have been pro-rated based on the fact that the costs are in lieu of property taxes and are based on the value of the unit. RV owners who purchase a unit mid-year pay a reduced fee depending upon the purchase quarter. This logic follows the property tax model. Home buyers pay the first year tax prorated based on the period of time they own the property.

A review of Idaho Statutes and Rules, found that there is no specific authority to prorate the RV sticker. As part of ITD's new system, ITD board is seeking IDPR Board direction to continue prorating the new RV Sticker fees base on the month(s) of ownership.

#### **STAFF RECOMMENDATIONS:**

##### **Motion 1 – RV Funding to IDPR**

Staff recommends the Board support the RV Grant Advisory Committee recommendation. This motion directs IDPR staff to apply for annual maintenance and operation grants in parks that are primarily used by RV campers. If the grant were approved, the department would augment the annual budget process with one-time RV grant funding.

##### **Motion 2 – RV Registration Sticker Fees**

Staff recommends the Board pass a motion to support ITD continuing to prorate the new RV sticker fees based on the month(s) of ownership.



4/13/2012

Kathy Muir,  
State and Federal Grant Program Manager

In response to Director Merrill's question at the last Grants meeting about funding O&M, the RV Advisory Committee has addressed the question. As you know the group had some confusion as to what was Operations and Maintenance. After further discussion we came to the following definitions.

**Maintenance** is the providing support or upkeep to something (New World College Dictionary) or the care /upkeep of machinery or property (Merriam-Webster dictionary)

**Operations** is the process or processes which define a purpose for an organization.

Examples of Pure Maintenance are:

- Painting a building
- Repairing Buildings
- Patching roads
- Repair roof of building
- Repair waterline breaks

Examples of Mixed Operations/Maintenance are:

- Sweeping campsite pad from pine needles and debris
- Cleaning camp sites
- Mowing grass areas
- Cleaning shower houses and restrooms
- Emptying trash
- Trimming trees

Examples of Pure Operations are:

- Collecting campground fees
- Having a campground office receptionist answering questions
- Storing or moving Campground tables

**The RV Advisory Committee recommends that IDPR's Board take steps to keep the current Grant Process intact since it benefits "all the RV users of Idaho".** The enabling legislation that established the RV Fund identified Operations and Maintenance as a fundable item from the RV fund. In the past, the RV Advisory Committee has supported O & M grant requests and IDPR's Board has approved them.

Here are some examples of such Grants. We feel that this list shows that the RV advisory Committee does support O&M Grants and encourages the various agencies to continue to do so. Grants for designing a project are considered Operations until it is built and then it becomes part of the construction project. We did not include these type of grants in this list, the RV Committee has supported the following grant requests.

IDPR: Winchester RV Dump Repair  
Ponderosa State Park Dump Station Repair

Massacre Rocks Dump Station Repair  
Information Center Operation- Huetter  
Information Center Operation- Snake River Overview  
Information Center Operation- Malad Gorge  
Massacre Rocks Dump Station Repair  
IDPR Campground Life-Cycle Cost Analysis  
IDPR Camper Survey  
Three Island Emergency Electrical Repair  
IDPR Reservation System  
Three Island Electrical Repair  
Statewide Reservation System  
Ponderosa Lift Station Replacement

Kootenai County Fairgrounds Dump Station Sewer Repair  
Nez Perce Fairgrounds Dump Station Repair  
Winchester Dump Station Repair  
American Falls Willow Bay Dump Station Repair  
Nez Perce County Dump Station Repair  
Kootenai County Emergency Dump Station Repair  
Boise National Forest Storm Damage Cleanup

Yes, the RVing community has supported the various Agencies O&M requests for help!

On top of these, the RVers of Idaho has gone the extra mile by providing IDPR O&M funds via the 15% Administration money. Funding of the Registration, Reservation System and the IDPR's dump Station at Yankee Fork are part of this. In fiscal year 2011, these three amounted to an allocation of \$492,155.

When an Agency submits for a RV Fund Grant for new facilities, it forms a partnership with those contributing to the RV fund through IDPR. The applying Agency is expected to maintain those facilities and everyone is treated the same. Part of the evaluation criteria used by the various IDPR Advisory committees includes how the Agency will maintain the facility. We recommend that the grant application be modified to further clarify to include a statement identifying specifically what the design life cycle of the project is, what projected maintenance activities will be, the associated cost of them and where the money will come from to pay for the maintenance.

The RV Advisory Committee recognizes that as the useful life of many RV facilities is winding down, the Agency may request for a replacement and updating of the facility. We have supported such efforts for a number of years. This includes a number of IDPR facilities. The funding of O&M grants as we have done in the past allows the use of the facilities by all Idaho RV users to continue and the expense of such replacement to be deferred.

With the turnaround of the economy as demonstrated by the Legislature's actions by including tax breaks in this year's session and funding several programs that were previously reduced, we expect more Idaho RVers travelling and using the various facilities within the State of Idaho.

Thank you for your consideration,

The RV Advisory Committee

Bob Hallock- Region 1

Richard Kizer- Region 2

Tim Bernard- Region 3

Paul Remaley- Region 4

Ray Correll- Region 5

William Henry- Region 6

☐ IDAPA RULE                      ☐ IDAPA FEE                      **X BOARD ACTION REQUIRED**  
☐ BOARD POLICY                      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **Billingsley Creek/Aqualife Exchange**

**ACTION REQUIRED:**                      **Board Action Required**

**PRESENTER:**                      **Director Merrill/Steve Strack**

**PRESENTATION**

**BACKGROUND INFORMATION:**

During the 2012 Session, the Idaho Legislature adopted Senate Concurrent Resolution 123, which authorizes the Department to enter into agreements with the Idaho State Building Authority to restructure and refinance the bonds used to acquire the Billingsley Creek farm and the Vardis Fisher/Aqualife hatchery. Upon completion of refinancing, the Building Authority would convey the Billingsley Creek farm and the Vardis Fisher/Aqualife hatchery to the Department. The Vardis Fisher/Aqualife hatchery could then be exchanged for other property that offers higher recreational value.

Because bonds can only be issued by the Building Authority for the purpose of acquiring or constructing facilities needed for governmental purposes, it will be necessary to find substitute property to be acquired in conjunction with the restructuring of the bonds. The Building Authority proposes to use the bonds to lease the Department's headquarters building and surrounding property from the State. Consideration for the lease shall consist of payment of the State's existing bond obligations for the Billingsley Creek properties. In turn, the Building Authority will re-lease the headquarters building and surrounding property back to the State for an amount equivalent to the payments for the restructured bonds.

Because the headquarters building is held by the Park and Recreation Board on behalf of the State of Idaho, Board approval is necessary to proceed with the lease arrangements.

**STAFF RECOMMENDATIONS:** Staff recommends that the Board authorize the Director and the Chairman of the Board to execute the agreements leasing the headquarters facilities to the State Building Authority and re-leasing the headquarters facilities from the State Building Authority.





**C. L. "Butch" Otter**  
governor

**Nancy C. Merrill**  
director

**David M. Ricks**  
deputy director

## MEMORANDUM

.....  
**IDAHO PARK AND  
RECREATION BOARD**  
.....

**Tom Crimmins**  
region one

**Randy Doman**  
region two

**Ernest J. Lombard**  
region three

**Charles H. Correll**  
region four

**Jean S. McDevitt**  
region five

**Robert Hansen**  
region six

.....  
**IDAHO DEPARTMENT OF  
PARKS AND RECREATION**  
.....

p.o. box 83720  
boise, idaho 83720-0065

(208) 334-4199

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street address  
5657 warm springs avenue  
boise, idaho 83716

[www.parksandrecreation.idaho.gov](http://www.parksandrecreation.idaho.gov)

Date: April 18, 2012

To: Board Members

From: Kathy Muir, IDPR Grant Manager

Subject: Fiscal Year 2013 Grant Project Rankings

The advisory committees for the Waterways Improvement Fund, Cutthroat License Plate Fund, Off-Road Motor Vehicle, Recreational Vehicle, Motorbike, and Recreation Trails Program met recently to review and rank grant applications. In addition, staff met to review and rank Road and Bridge grants. In the review process they utilized Board approved criteria, their knowledge of the areas involved, and input from IDPR staff to come to the conclusions reflected on the attached ranking sheets.

Please review these ranking lists. I'm available to answer any questions that you may have in regard to specific projects.

I look forward to seeing all of you there, and if there is anything I can be of assistance with please do not hesitate to contact me.

☐ IDAPA RULE      ☐ IDAPA FEE      ☒ BOARD ACTION REQUIRED  
☐ BOARD POLICY      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**            **FY 2013 Recreational Vehicle (RV) Grants**

**ACTION REQUIRED:**        **Board Action Required**

**PRESENTER:**            **Kathy Muir**

**PRESENTATION**

**BACKGROUND INFORMATION:** The State & Federal Grant Program has approximately \$2,000,000 available in the RV Program for the FY 2013 grants. Staff has held back \$50,000 to fund emergency cost overruns associated with these grants projects. This amount is reflected on the top line of the list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the RV Advisory Committee rated and ranked 21 grant applications according to department criteria. If there is sufficient funding to award additional projects, the Recreational Vehicle Committee recommended against funding anything below the score of 40. As a result, the recommended funding line is at \$1,635,390.88. The requests totaled \$1,737,544.38.

The priority ranking sheet and committee recommendation are included in this packet.

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order. Staff also recommends not funding projects that scored below 40.

# RECREATIONAL VEHICLE (RV) ADVISORY COMMITTEE

**Description:** This 6-member committee is comprised of one individual representing recreational vehicle users from each of the six planning regions.

**Term Length:** Three (3) year term.

**Appointed By:** Park Board

<u>Name</u>	<u>Address</u>	<u>Term</u>	<u>Representing</u>
<b><u>BOB HALLOCK</u></b>	3704 Buckskin Coeur d'Alene, ID 83815 208-667-3372(h) <a href="mailto:byhallock@gmail.com">byhallock@gmail.com</a>	8/2004 – 8/2010 8/2010 – 8/2013	Region I
<b><u>RICHARD KIZER</u></b>	2210 Trail Road Moscow ID 83843 509-335-9121(w) 208-310-9275(c) <a href="mailto:rekitect@gmail.com">rekitect@gmail.com</a>	8/2011-8/2014	Region II
<b><u>TIM BERNARD</u></b>	11143 W. Southerland Ct. Boise ID 83709 208-377-8771(w) 208-866-2553(c) 208-362-5064(h) <a href="mailto:Tim.Bernard@happy-trail.com">Tim.Bernard@happy-trail.com</a>	6/2005 – 8/2006 (partial) 8/2006 – 8/2009 8/2009 – 8/2012	Region III
<b><u>PAUL REMALEY</u></b>	326 Casa Grande Ct. Twin Falls, ID 83301 208-733-2629(h) 208-404-1031(w) <a href="mailto:paulrem@msn.com">paulrem@msn.com</a>	8/2004 – 8/2007 (partial) 8/2007 – 8/2010 8/2010 – 8/2013	Region IV
<b><u>LARAY CORRELL</u></b>	P.O. Box 84 American Falls, ID 83211 208-339-2614 <a href="mailto:llarayc@aol.com">llarayc@aol.com</a>	8/2009 – 8/2012	Region V
<b><u>WILLIAM J. HENRY</u></b>	520 Moonlite Idaho Falls ID 83402 208-589-0739(h) <a href="mailto:whenry1025@msn.com">whenry1025@msn.com</a>	8/2011-8/2014	Region VI



**FY 2013 Recreational Vehicle Fund Application**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
<b>Contingency Fund</b>											
8	Southwest Idaho Resource Conservation & Development Council	3	Martin Access Area	Campground/Restroom/Parking/Access/Etc.	\$ 287,846.00	27%	\$ 76,971.00	73%	\$ 210,875.00	\$ 260,875.00	83.83
5	City of Emmett	3	12th Street Park	Asphalt RV Park	\$ 95,420.00	61%	\$ 58,020.00	39%	\$ 37,400.00	\$ 298,275.00	79.50
1	Idaho Panhandle National Forest	1	Devil's Elbow Campground	Campground Improvements	\$ 334,308.00	73%	\$ 244,308.00	27%	\$ 90,000.00	\$ 388,275.00	77.50
19	Bonneville County Parks & Recreation	6	Juniper Campground	Repave Walkways	\$ 28,335.00	25%	\$ 7,084.00	75%	\$ 21,251.00	\$ 409,526.00	74.20
11	City of Jerome	4	Jerome	2 RV Dump Stations	\$ 246,379.00	30%	\$ 75,000.00	70%	\$ 171,379.00	\$ 580,905.00	70.50
2	Kootenai County Parks & Waterways	1	Coeur d'Alene	RV Dump Station Renovation	\$ 366,844.00	4%	\$ 13,355.00	96%	\$ 353,489.00	\$ 934,394.00	69.50
13	Sawtooth National Forest	4	Canyon Campground	Campground Improvements	\$ 54,500.00	24%	\$ 13,000.00	76%	\$ 41,500.00	\$ 975,894.00	69.33
3	Weippe Fraser Recreation District	2	Deyo Reservoir Campground	Well/Electricity/2 Toilets	\$ 107,732.00	11%	\$ 11,500.00	89%	\$ 96,232.00	\$ 1,072,126.00	68.00
21	Madison County	6	Twin Bridges Park	Park Improvements	\$ 57,598.00	40%	\$ 23,200.00	60%	\$ 34,398.00	\$ 1,106,524.00	67.00
16	Caribou-Targhee National Forest	5	Albert Moser Campground	Replace Water System	\$ 68,648.18	28%	\$ 19,510.30	72%	\$ 49,137.88	\$ 1,155,661.88	64.00
20	Caribou-Targhee National Forest	6	Buffalo Campground	3 Toilets	\$ 94,000.00	14%	\$ 14,000.00	86%	\$ 80,000.00	\$ 1,235,661.88	57.80
17	Caribou-Targhee National Forest	5	Emigration RC & D Renovation	Camp Renovation	\$ 47,590.00	28%	\$ 13,390.00	72%	\$ 34,200.00	\$ 1,269,861.88	54.40
18	City of Blackfoot	5	Airport Park	15 RV Sites/Dump Station	\$ 45,000.00	11%	\$ 5,000.00	89%	\$ 40,000.00	\$ 1,309,861.88	50.00
9	Castleford Parks & Recreation	4	Jean's Park	Restroom/Dump Station	\$ 131,529.00	38%	\$ 50,000.00	62%	\$ 81,529.00	\$ 1,391,390.88	48.17
15	BLM-Pocatello	5	Blackfoot Reservoir Campground	Campground Shelters	\$ 160,800.00	11%	\$ 18,000.00	89%	\$ 142,800.00	\$ 1,534,190.88	46.83
10	City of Buhl	4	Buhl Chamber of Commerce	Construct RV Park	\$ 80,200.00	0%	\$ -	100%	\$ 80,200.00	\$ 1,614,390.88	42.17
4	Boise National Forest	3	N. Fork Boise River	Rock Barriers/Signs	\$ 25,500.00	18%	\$ 4,500.00	82%	\$ 21,000.00	\$ 1,635,390.88	40.50
<b>Funding Line</b>											
14	Bingham County Parks & Recreation	5	N. Bingham County Park & Sportsman's Park	Lawn Mowers	\$ 23,911.00	50%	\$ 11,955.50	50%	\$ 11,955.50	\$ 1,647,346.38	36.33
7	Payette National Forest	3	Phoebe Creek	Toilet	\$ 21,200.00	17%	\$ 3,500.00	83%	\$ 17,700.00	\$ 1,665,046.38	35.67
6	Payette National Forest	3	Reed Ranch/Old E. Fork Rd.	Gravel Road/RV Sites	\$ 45,000.00	13%	\$ 6,000.00	87%	\$ 39,000.00	\$ 1,704,046.38	30.83



**FY 2013 Recreational Vehicle Fund Application**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
12	City of Kimberly	4	Kimberly	Restroom/Sidewalk/Security Camera	\$ 109,298.00	24%	\$ 25,800.00	76%	\$ 83,498.00	\$ 1,787,544.38	29.33
					\$ 2,431,638.18		\$ 694,093.80		\$ 1,737,544.38		

☐ IDAPA RULE      ☐ IDAPA FEE      ☒ BOARD ACTION REQUIRED  
☐ BOARD POLICY      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **FY 2013 Waterways Improvement Fund (WIF) Grants**

**ACTION REQUIRED:**                **Board Action Required**

**PRESENTER:**                      **Kathy Muir**

**PRESENTATION**

**BACKGROUND INFORMATION:** The State and Federal Grant Program has approximately \$1,200,000 available in the WIF for FY 2013 grants. Staff has held back \$50,000 to fund emergency cost overruns associated with these grant projects. This amount is reflected on the top line of the attached list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the WIF Advisory Committee reviewed 43 grant applications according to department criteria. The requests totaled \$2,125,598.13.

According to IDPR rule, the total sum of WIF grant funds approved to be used in any one county may not exceed 30% of the total WIF grant funds approved to be used statewide in any state fiscal year. Kootenai County reached the 30% cap this fiscal year, which is \$360,000.

The priority ranking sheet and committee recommendation are included in this packet.

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or if additional monies become available.

# WATERWAYS (WIF) ADVISORY COMMITTEE

**Description:** This 6-member committee is comprised of one recreational boater from each of the six planning regions.

**Term Length:** Three (3) year term.

**Appointed By:** Park Board

<u>Name</u>	<u>Address</u>	<u>Term</u>	<u>Representing</u>
<u>TERRY KINCAID</u>	1819 N. 9 <sup>th</sup> St Coeur d'Alene, ID 83814 208-667-0072(h) 208-755-1054(c) <a href="mailto:Terry.Kincaid@gmail.com">Terry.Kincaid@gmail.com</a>	8/2006 – 8/2009 8/2009 – 8/2012	Region I
<u>BRICE BARNES</u>	711 Snake River Ave. Lewiston, ID 83501 208-798-4465(h) 208-746-1412(w) <a href="mailto:brice@boatingfun.com">brice@boatingfun.com</a>	8/2011-8/2014	Region II
<u>WILLIAM B. MONTI</u>	404 S. John Ave Emmett, ID 83617 208-365-7197(h) <a href="mailto:wjmonti@clearwire.net">wjmonti@clearwire.net</a>	8/2009 – 8/2012	Region III
<u>JAMES M. OLSON</u>	2849 A East 3500 North Twin Falls, ID 83301 208-731-5839(c) <a href="mailto:jandi58@g.com">jandi58@g.com</a>	8/2009 – 8/2012	Region IV
<u>CRAIG J. BUNN</u>	217 North 10 <sup>th</sup> Montpelier, ID 83254 208-847-1494(h) 208-945-2121(w) 208-221-3857(c) <a href="mailto:allbunnz@yahoo.com">allbunnz@yahoo.com</a>	8/2007 – 8/2010 8/2010 – 8/2013	Region V
<u>KENT BATEMAN</u>	1102 Sahara St Idaho Falls, ID 83404 208-529-0866 (h) 208-680-7403 (w) <a href="mailto:kent@actionmotor.com">kent@actionmotor.com</a>	8/2010 – 8/2013	Region VI



**FY 2013 Waterways Improvement Fund Applications**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
<b>Contingency Fund</b>											
39	Fremont County Parks & Recreation	6	Fun Farm Bridge	Launch Ramp/Parking/Restroom	\$ 52,052.00	71%	\$ 37,052.00	29%	\$ 15,000.00	\$ 65,000.00	73.40
18	Gem County Sheriff's Office	3	Black Canyon Reservoir	20' Patrol Boat w/Trailer	\$ 51,009.00	20%	\$ 10,202.00	80%	\$ 40,807.00	\$ 105,807.00	73.20
8	Nez Perce County	2	Hells Gate State Park	Launch Docks	\$ 63,000.00	21%	\$ 13,000.00	79%	\$ 50,000.00	\$ 155,807.00	71.80
40	Fremont County Parks & Recreation	6	Buttermilk Boat Launch	Docks	\$ 13,000.00	23%	\$ 3,000.00	77%	\$ 10,000.00	\$ 165,807.00	71.60
42	Madison County	6	Beaver Dick Park	Dock Lighting/Restroom Replacement	\$ 36,391.00	24%	\$ 8,746.00	76%	\$ 27,645.00	\$ 193,452.00	70.60
29	Bingham County Sheriff's Office	5	Bingham County	22' Patrol Boat	\$ 63,324.00	21%	\$ 13,324.00	79%	\$ 50,000.00	\$ 243,452.00	69.40
33	Bonneville County Parks & Recreation	6	Ririe Reservoir @ Juniper Park	Floating Breakwater System	\$ 39,002.05	32%	\$ 12,388.80	68%	\$ 26,613.25	\$ 270,065.25	68.40
35	Bonneville County Parks & Recreation	6	Palisades Reservoir	2 Boat Docks	\$ 40,136.44	25%	\$ 10,000.00	75%	\$ 30,136.44	\$ 300,201.69	67.60
27	Sawtooth National Recreation Area	6 (Jill)	Redfish Lake	Dock Replacement	\$ 65,200.00	19%	\$ 12,200.00	81%	\$ 53,000.00	\$ 353,201.69	67.40
7	Cleanwater County Sheriff's Office	2	Countywide	Marine Patrol/Tow Vehicle	\$ 32,245.00	30%	\$ 9,700.00	70%	\$ 22,545.00	\$ 375,746.69	67.20
5	Kootenai County Parks & Waterways	1	Sun-Up Boat Launch	Boat Launch Improvement	\$ 487,179.00	32%	\$ 156,000.00	68%	\$ 331,179.00	\$ 706,925.69	66.80
19	IDPR-Lake Cascade State Park	3	Poison Creek	Boat Ramp/Parking/Dock Approach	\$ 250,000.00	58%	\$ 145,000.00	42%	\$ 105,000.00	\$ 811,925.69	66.40
6	North Idaho College	1	North Idaho College Beach	Gangway	\$ 68,621.43	58%	\$ 39,800.43	42%	\$ 28,821.00	\$ 840,746.69	65.40
<b>Kootenai County reached the 30% cap rule with this project - North Idaho College gangway reduced from \$32,903 to \$28,821.</b>											
15	City of McCall	3	Legacy Park	Docks/Gangways	\$ 37,820.00	47%	\$ 17,820.00	53%	\$ 20,000.00	\$ 860,746.69	65.40
24	Twin Falls County	4	Twin Falls	Boat Storage Building	\$ 105,473.00	34%	\$ 35,473.00	66%	\$ 70,000.00	\$ 930,746.69	64.60
34	Bonneville County Parks & Recreation	6	Ririe Reservoir	2 Boat Docks	\$ 40,136.44	25%	\$ 10,000.00	75%	\$ 30,136.44	\$ 960,883.13	64.60
10	Ada County	3	Lucky Peak Reservoir	Gangway/Transition Ramps	\$ 56,000.00	50%	\$ 28,000.00	50%	\$ 28,000.00	\$ 988,883.13	63.60
26	Valley Recreation District	4	Wilson Lake	Docks	\$ 64,700.00	22%	\$ 14,200.00	78%	\$ 50,500.00	\$ 1,039,383.13	63.60
9	Nez Perce-Clearwater National Forest	2	Vinegar Creek Boat Launch	Parking	\$ 125,000.00	40%	\$ 50,000.00	60%	\$ 75,000.00	\$ 1,114,383.13	62.20
23	Twin Falls County	4	Salmon Falls Creek & Roseworth/Cedar Creek Reservoirs	Launch Docks	\$ 23,381.00	25%	\$ 5,845.00	75%	\$ 17,536.00	\$ 1,131,919.13	62.00
31	IDPR-Massacre Rocks	5	Massacre Rocks	Dock & Anchoring Systems	\$ 23,979.00	14%	\$ 3,401.00	86%	\$ 20,578.00	\$ 1,152,497.13	61.80



**FY 2013 Waterways Improvement Fund Applications**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
<b>Funding Line</b>											
43	Salmon-Challis National Forest	6	Com Creek	Launch Ramp/Parking	\$ 195,000.00	21%	\$ 40,000.00	79%	\$ 155,000.00	\$ 1,307,497.13	60.80
3	Boundary County	1	Rock Point	Storage Building Addition	\$ 15,000.00	30%	\$ 4,500.00	70%	\$ 10,500.00	\$ 1,317,997.13	59.80
13	City of Glenns Ferry	3	Glenns Ferry Boat Launch	Bollards/Launch Ramp/Parking/Signs	\$ 99,000.00	27%	\$ 26,500.00	73%	\$ 72,500.00	\$ 1,390,497.13	59.80
14	City of Marsing	3	Marsing Island Park	Restroom/Docks/Launch Ramp/Etc	\$ 91,400.00	27%	\$ 25,000.00	73%	\$ 66,400.00	\$ 1,456,897.13	59.20
38	Fremont County Parks & Recreation	6	Mill Creek	Docks	\$ 13,000.00	23%	\$ 3,000.00	77%	\$ 10,000.00	\$ 1,466,897.13	57.20
22	City of Burley	4	Bass Fisherman's Boat Launch	Docks	\$ 28,296.00	20%	\$ 5,700.00	80%	\$ 22,596.00	\$ 1,489,493.13	57.00
36	Bonneville County Sheriff's Office	6	Countywide	23' Patrol Boat	\$ 74,100.00	30%	\$ 22,230.00	70%	\$ 51,870.00	\$ 1,541,363.13	56.80
41	Lemhi County Sheriff's Office	6	Lemhi County	Patrol Boat/Equipment	\$ 43,319.00	25%	\$ 10,830.00	75%	\$ 32,489.00	\$ 1,573,852.13	56.00
12	Boise National Forest	3	Arrowrock Reservoir	Docks	\$ 69,950.00	12%	\$ 8,500.00	88%	\$ 61,450.00	\$ 1,635,302.13	55.80
37	Caribou-Targhee National Forest	6	Island Park Reservoir	Boat Launch Ramp	\$ 35,400.00	15%	\$ 5,400.00	85%	\$ 30,000.00	\$ 1,665,302.13	55.80
25	Twin Falls County	4	Twin Falls County	Marine Pick-Up	\$ 25,822.00	25%	\$ 6,455.00	75%	\$ 19,367.00	\$ 1,684,669.13	53.40
30	City of American Falls	5	Willow Bay Marina	Rehabilitate Parking Lot	\$ 20,525.50	12%	\$ 2,387.50	88%	\$ 18,138.00	\$ 1,702,807.13	53.20
21	City of Burley	4	Community Marina	Restroom	\$ 88,000.00	39%	\$ 34,000.00	61%	\$ 54,000.00	\$ 1,756,807.13	52.60
11	Boise National Forest	3	Anderson Ranch Reservoir	Docks	\$ 87,200.00	9%	\$ 8,000.00	91%	\$ 79,200.00	\$ 1,836,007.13	52.40
32	Power County Sheriff's Office	5	Snake River & American Falls Reservoir	New 22' Patrol Boat	\$ 73,900.00	23%	\$ 16,478.00	77%	\$ 57,422.00	\$ 1,893,429.13	52.20
16	City of Payette	3	Centennial Park	Jetty & Boat Dock	\$ 123,918.00	15%	\$ 18,981.00	85%	\$ 104,937.00	\$ 1,998,366.13	52.00
2	Bonner County Waterways	1	North Coolin Launch	Parking	\$ 65,148.00	41%	\$ 27,099.00	59%	\$ 38,049.00	\$ 2,036,415.13	50.60
20	City of Burley	4	Riverfront Marina	Docks	\$ 19,933.00	51%	\$ 10,200.00	49%	\$ 9,733.00	\$ 2,046,148.13	50.20
1	BLM-Coeur d'Alene	1	Blackwell Island Boat Launch/Mineral Ridge Boat Launch	Web Cams	\$ 13,000.00	23%	\$ 3,000.00	77%	\$ 10,000.00	\$ 2,056,148.13	49.40
28	Bear Lake County Sheriff's Office	5	Bear Lake State Park-North Beach	20' Patrol Boat	\$ 70,000.00	20%	\$ 14,000.00	80%	\$ 56,000.00	\$ 2,112,148.13	49.00
4	City of Dover	1	Dover Beach	Swim Area Buoys/Dock/Non-Motorized Launch	\$ 45,570.00	14%	\$ 6,400.00	86%	\$ 39,170.00	\$ 2,151,318.13	47.00
17	Gem County Fire District	3	Countywide	Rescue Equipment	\$ 22,948.00	12%	\$ 2,750.00	88%	\$ 20,198.00	\$ 2,171,516.13	41.80
					\$ 3,058,078.86		\$ 936,562.73		\$ 2,121,516.13		

☐ IDAPA RULE      ☐ IDAPA FEE      ☒ BOARD ACTION REQUIRED  
☐ BOARD POLICY      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**            **FY 2013 Cutthroat Plate Fund Grants**

**ACTION REQUIRED:**       **Board Action Required**

**PRESENTER:**            **Kathy Muir**

**PRESENTATION**

**BACKGROUND INFORMATION:** The State and Federal Grant Program has approximately \$60,000 available in the Cutthroat Plate Fund for FY 2013 grants. At their recent meeting in Boise, the WIF Advisory Committee reviewed 9 grant applications according to department criteria. The requests totaled \$150,541.

The priority ranking sheet and committee recommendation are included in this packet.

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or if additional monies become available.



**FY 2013 Cutthroat License Plate Fund Applications**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
8	City of Idaho Falls	6	Ryder Park	Fishing Dock	\$ 12,774.00	10%	\$ 1,348.00	90%	\$ 11,426.00	\$11,426.00	69.00
4	Idaho Department of Fish & Game-McCall	3	Northwest Passage Pond	Rehabilitate Shoreline/Construct Pond/Restroom	\$ 48,700.00	75%	\$ 36,450.00	25%	\$ 12,250.00	\$23,676.00	63.80
9	Fremont County Parks & Recreation	6	Jump Off Canyon	Toilet/Parking/Etc.	\$ 14,290.00	22%	\$ 3,150.00	78%	\$ 11,140.00	\$34,816.00	60.80
7	Idaho Department of Fish & Game-Pocatello	5	Edson Fichter Pond	Restroom	\$78,000.00	75%	\$58,500.00	25%	\$ 19,500.00	\$54,316.00	59.40
<b>Funding Line</b>											
6	Idaho Department of Fish & Game-Billingsley	4	Billingsley Creek	Restroom/Parking/Boat Launch/Remove Pipe	\$116,421.00	79%	\$91,816.00	21%	\$ 24,605.00	\$78,921.00	58.80
2	Idaho Department of Fish & Game-Coeur d'Alene	1	Dawson Lake	Road/Access to Restroom/Parking	\$35,000.00	75%	\$26,250.00	25%	\$ 8,750.00	\$87,671.00	52.20
3	Idaho Department of Fish & Game-Clearwater	2	Hordeman Pond	Excavate Pond	\$ 6,000.00	0%	\$ -	100%	\$ 6,000.00	\$93,671.00	51.40
5	Payette National Forest	3	Lick Creek	Toilet	\$ 19,020.00	7%	\$ 1,320.00	93%	\$ 17,700.00	\$111,371.00	35.00
1	City of Dover	1	Dover Beach	Dock/Non-Motorized Launch	\$ 45,570.00	14%	\$ 6,400.00	86%	\$ 39,170.00	\$150,541.00	34.80
					\$375,775.00		\$225,234.00		\$ 150,541.00		

☐ IDAPA RULE      ☐ IDAPA FEE      ☒ BOARD ACTION REQUIRED  
☐ BOARD POLICY      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**            **FY 2013 Recreation Trails Program (RTP) Grants**  
**ACTION REQUIRED:**      **Board Action Required**  
**PRESENTER:**            **Kathy Muir**

**PRESENTATION**

**BACKGROUND INFORMATION:** The Fiscal Year 2013 allocation from the Federal Highway Administration (FHWA) is estimated to be approximately \$1,125,000.

At their recent meeting in Boise, the RTP Advisory Committee rated and ranked 61 project applications according to department criteria. The requests totaled \$2,711,890.69.

The priority ranking sheet and committee recommendation are included in this packet.

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or if additional monies become available.



## **RECREATIONAL TRAILS PROGRAM (RTP) ADVISORY COMMITTEE**

**Description:** A state Recreational Trails Advisory Committee consisting of ten (10) members representing the various recreational trail user groups is appointed by the Idaho Park and Recreation Board. The Committee is composed of Hiking, Cross-Country Skiing, Off-Highway Motorcycling, Snowmobiling, Equestrian, All-Terrain Vehicle, Bicycling, Four Wheel Drive, Water Trail, and People with Disabilities representatives.

**Term Length:** Three (3) year term

**Appointed By:** Park Board

<b><u>Name</u></b>	<b><u>Address</u></b>	<b><u>Term</u></b>	<b><u>Representing</u></b>
<b><u>MICHAEL BONKOSKI</u></b>	145 N. Morningside Drive Idaho Falls, ID 83402 208-523-0173(h) 208-520-2190(c) <a href="mailto:mjbonkoski@gmail.com">mjbonkoski@gmail.com</a>	8/2009 – 8/2012	Hiking
<b><u>STEVE FRISBIE</u></b>	1508 W Powder Ct Eagle, ID 83616 208-631-9655(h) 208-323-2288(w) <a href="mailto:sifrisbie@hotmail.com">sifrisbie@hotmail.com</a>	5/2003 – 8/2006 (partial 4 year term) 8/2006 – 8/2009 8/2009 – 8/2012	Motorbike
<b><u>JANA SHIELDS</u></b>	3079 Bottle Bay Rd Sagle, ID 83860 208-263-7254(h) 208-610-8114(c) <a href="mailto:janashields@live.com">janashields@live.com</a>	8/2007 – 8/2010 8/2010 – 8/2013	Bicycling
<b><u>CLARK L. COLLINS</u></b>	1643 Surprise Valley Rd Pocatello ID 83201 208-237-3460(h) 208-251-9937(c) <a href="mailto:brclark@sharetrails.org">brclark@sharetrails.org</a>	8/2008 – 8/2011 8/2011 – 8/2014	ATV
<b><u>DONNA WHITHAM</u></b>	706 Laurelwood Ave Idaho Falls, ID 83401 208-520-1728(h) <a href="mailto:Climb_on2002@yahoo.com">Climb_on2002@yahoo.com</a>	8/2009 – 8/2012	XC Skiing
<b><u>CHRIS SCHUT</u></b>	882 Canyon Park Ave Twin Falls, ID 83303 208-220-1008(h) <a href="mailto:chrisnlori@cableone.net">chrisnlori@cableone.net</a>	8/2009 – 8/2012	Snowmobiling

## RECREATIONAL TRAILS PROGRAM (RTP) ADVISORY COMMITTEE (cont'd)

<u>Name</u>	<u>Address</u>	<u>Term</u>	<u>Representing</u>
<b><u>PAT CUDMORE</u></b>	8850 Redtail Lane Nampa ID 83686 208-467-2069(h) 208-466-1010(w) 208-859-6275(c) <a href="mailto:patcudmore@kw.com">patcudmore@kw.com</a>	8/2007 – 8/2010 8/2010 – 8/2013	Equestrian
<b><u>MORGAN STAGE</u></b>	2626 W Champagne Dr Eagle, ID 83616 208-938-2962(h) 208-870-2957(c) 208-426-2881(w) <a href="mailto:morgan.stage@gmail.com">morgan.stage@gmail.com</a>	8/2006 – 8/2009 8/2009 – 8/2012	Disabled
<b><u>DAVID P. CLAIBORNE</u></b>	P.O. Box 2773 Boise, ID 83701 208-867-7062(h) 208-342-4591(w) <a href="mailto:dpc@ringertlaw.com">dpc@ringertlaw.com</a>	8/2011 – 8/2014	4-Wheel Drive
<b><u>CHIP DALVINI</u></b>	822 N 5th Street Coeur d'Alene, ID 83814 208-676-0209(h) 208-676-1533(w) <a href="mailto:cdalvini@roadrunner.com">cdalvini@roadrunner.com</a>	8/2006 – 8/2009 8/2009 – 8/2012	Water Trails



**FY 2013 Recreational Trails Program Fund Applications**

App #	Type	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
					<b>Administration</b>	\$ 84,677.52	7%	\$ 5,927.42	93%	\$ 78,750.00	\$ 78,750.00	
					<b>Safety &amp; Education</b>	\$ 63,390.63	20%	\$ 13,078.13	80%	\$ 52,312.50	\$ 131,062.50	
1	M	IDPR-Trails Program	0	Nez Perce, Kootenai, Valley, Custer Counties	4 Snow Groomers	\$ 840,000.00	75%	\$ 630,000.00	25%	\$ 210,000.00	\$ 341,062.50	82.60
3	D	Idaho Panhandle National Forest	1	Coeur d'Alene River Ranger District	Trail Maintenance	\$ 88,096.00	55%	\$ 48,096.00	45%	\$ 40,000.00	\$ 381,062.50	80.20
34	D	Payette National Forest	3	Krassel Ranger District	Trail Maintenance	\$ 142,020.00	58%	\$ 82,020.00	42%	\$ 60,000.00	\$ 441,062.50	80.20
11	M	Panhandle Trail Riders Association	1, 2	Kootenai/Benewah/Shoshone/Clearwater	Trail Maintenance Equipment	\$ 4,233.48	20%	\$ 846.70	80%	\$ 3,386.78	\$ 444,449.28	79.90
5	NM	Idaho Panhandle National Forest	1	Myrtle Falls Trail	Trail Construction	\$ 22,782.00	65%	\$ 14,982.00	35%	\$ 7,800.00	\$ 452,249.28	79.10
20	D	Boise National Forest	3	Boise Basin	Weed Treatment	\$ 24,207.00	69%	\$ 16,707.00	31%	\$ 7,500.00	\$ 459,749.28	79.00
42	D	Sawtooth National Recreation Area	4, 6	Forestwide	Heavy Trail Maintenance	\$ 62,000.00	40%	\$ 25,000.00	60%	\$ 37,000.00	\$ 496,749.28	79.00
59	NM	Friends of Harriman State Park	6	Visitor's Center/Sage Flat	Construct Trail/Parking	\$ 11,748.00	52%	\$ 6,140.00	48%	\$ 5,608.00	\$ 502,357.28	76.90
13	M	Dust Devils ATV Club	2	Elk City Area	Trail Maintenance Equipment	\$ 4,461.00	20%	\$ 878.00	80%	\$ 3,583.00	\$ 505,940.28	76.30
35	D	Payette National Forest	3	Lick Creek	Toilet/Restore Trailhead/Signs	\$ 25,550.00	31%	\$ 7,850.00	69%	\$ 17,700.00	\$ 523,640.28	76.10
12	NM	Clearwater National Forest	2	Glade Creek	Trail Construction	\$ 53,420.00	46%	\$ 24,505.00	54%	\$ 28,915.00	\$ 552,555.28	75.60
18	NM	Nez Perce-Clearwater National Forest	2	Fish Creek Park & Ski Area	Snowmobile	\$ 12,000.00	50%	\$ 6,000.00	50%	\$ 6,000.00	\$ 558,555.28	75.60
22	NM	Boise Ridge to Rivers	3	Around the Mountain Trail	Construct Trail	\$ 100,000.00	35%	\$ 35,000.00	65%	\$ 65,000.00	\$ 623,555.28	75.40
33	M	Great Basin Institute	3	Silver City/Owyhee Field Area	Trail Maintenance/Signs	\$ 78,607.00	34%	\$ 27,002.00	66%	\$ 51,605.00	\$ 675,160.28	75.20
37	M	Northside Snow Riders	4	Lincoln/Gooding/Camas	Snow Cat Transport Truck	\$ 20,000.00	50%	\$ 10,000.00	50%	\$ 10,000.00	\$ 685,160.28	75.10
26	NM	City of McCall	3	Bear Basin Trail	Trail/Bridge/Signing	\$ 26,179.00	48%	\$ 12,519.00	52%	\$ 13,660.00	\$ 698,820.28	75.00
47	D	Caribou-Targhee National Forest	5	Pallsades Ranger District	Trail Maintenance	\$ 30,000.00	50%	\$ 15,000.00	50%	\$ 15,000.00	\$ 713,820.28	74.90
4	NM	Idaho Panhandle National Forest	1	Smith Creek-Red Top Trail	Reconstruct Trail	\$ 79,925.00	44%	\$ 34,850.00	56%	\$ 45,075.00	\$ 758,895.28	73.00
50	NM	City of Pocatello	5	City Creek Management Area	Trail Improvements	\$ 29,710.00		\$ 9,235.00	*See footnote	\$ 10,237.50	\$ 769,132.78	72.50
39	MN	Sawtooth National Recreation Area	4	Harriman Trail	Goat Grazing/Bio-Control Weeds	\$ 19,700.00	51%	\$ 10,000.00	49%	\$ 9,700.00	\$ 778,832.78	72.40
28	NM	City of Nampa	3	Partridge Trail	Trail Development	\$ 219,272.00	34%	\$ 73,637.00	66%	\$ 145,635.00	\$ 924,467.78	72.20



**FY 2013 Recreational Trails Program Fund Applications**

App #	Type	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
23	NM	City of Emmett	3	12th Street Park	Develop Trail/Bike Racks/Picnic Tables	\$ 57,347.00	52%	\$ 29,637.00	48%	\$ 27,710.00	\$ 952,177.78	71.90
45	NM	Caribou-Targhee National Forest	5	Williams Creek Trail	Reconstruct Trail	\$ 20,700.00	49%	\$ 10,100.00	51%	\$ 10,600.00	\$ 962,777.78	71.80
54	M	Caribou-Targhee National Forest	6	S. Fork Horseshoe Trail	Trail Maintenance	\$ 33,959.00	34%	\$ 11,706.00	66%	\$ 22,253.00	\$ 985,030.78	71.80
31	NM	Friends of Weiser River Trail	3	Wye Trailhead	Parking/Kiosk/Bike Rack/Picnic Tables	\$ 20,374.00	31%	\$ 6,324.00	69%	\$ 14,050.00	\$ 999,080.78	71.20
44	NM	Caribou-Targhee National Forest	5	S. Fork Tincup Trail	Rehabilitate Trail/Bridges/Signage	\$ 44,722.00	46%	\$ 20,747.00	54%	\$ 23,975.00	\$ 1,023,055.78	71.10
51	D	Great Basin Institute	5	Bear Lake	Verify & Sign Routes	\$ 41,802.00	29%	\$ 12,016.00	71%	\$ 29,786.00	\$ 1,052,841.78	71.10
43	M	Bear Lake County	5	Paris, Idaho	Snow Removal Equipment	\$ 55,000.00	30%	\$ 16,500.00	70%	\$ 35,000.00	\$ 1,087,841.78	71.00
48	NM	Caribou-Targhee National Forest	5	Cherry Springs	Trail & Bridge	\$ 31,000.00	52%	\$ 16,000.00	48%	\$ 15,000.00	\$ 1,102,841.78	70.90
<b>Estimated Funding Line</b>												
25	NM	City of Garden City	3	Garden City West	Pave Trail/Bridge Abutments	\$ 205,900.00	51%	\$ 105,900.00	49%	\$ 100,000.00	\$ 1,202,841.78	70.80
6	NM	Idaho Panhandle National Forest	1	Kelly Pass Trail	Reconstruct/Relocate Trail	\$ 76,900.00	35%	\$ 27,200.00	65%	\$ 49,700.00	\$ 1,252,541.78	70.70
8	NM	Idaho Panhandle National Forest	1	Priest Lake Ranger District	Trail Equipment/Signs	\$ 4,760.00	22%	\$ 1,035.00	78%	\$ 3,725.00	\$ 1,256,266.78	70.40
32	NM	Friends of Weiser River Trail	3	Weiser River Trail	Trail Repair/2 Parking Areas	\$ 60,014.00	30%	\$ 18,292.00	70%	\$ 41,722.00	\$ 1,297,988.78	70.40
49	NM	City of Pocatello	5	East Mink Creek	Nordic Trail Improvement	\$ 24,340.00	23%	\$ 5,540.00	77%	\$ 18,800.00	\$ 1,316,788.78	70.10
58	D	Fremont County Parks & Recreation	6	Warm River Bridge	Bridge Replacement	\$ 146,800.00	27%	\$ 39,800.00	73%	\$ 107,000.00	\$ 1,423,788.78	69.80
60	D	Great Basin Institute	6	Challis Field Area	Verify & Sign Routes	\$ 32,155.00	20%	\$ 6,471.00	80%	\$ 25,684.00	\$ 1,449,472.78	69.80
53	NM	BLM-Salmon	6	Morgan Bar	Construct Accessibility Trail	\$ 63,000.00	34%	\$ 21,110.00	66%	\$ 41,890.00	\$ 1,491,362.78	68.40
40	M	Sawtooth Snowmobile Club	4	Blaine County	Groomer Transport Truck	\$ 60,000.00	50%	\$ 30,000.00	50%	\$ 30,000.00	\$ 1,521,362.78	68.30
27	NM	City of Mountain Home	3	Desert Canyon Trail	Paving & Link Trail	\$ 72,000.00	24%	\$ 17,000.00	76%	\$ 55,000.00	\$ 1,576,362.78	67.90
46	NM	Caribou-Targhee National Forest	5	Bitters Peak Trail	Trail Improvements	\$ 23,500.00	36%	\$ 8,500.00	64%	\$ 15,000.00	\$ 1,591,362.78	67.90
61	NM	Salmon-Challis National Forest	6	Frank Church Wilderness	Trail Maintenance	\$ 109,981.00	33%	\$ 35,780.00	67%	\$ 74,201.00	\$ 1,665,563.78	67.80
19	NM	Basin 72 School District	3	Idaho City	2 Toilets/Trail/Kiosk/Signs	\$ 40,325.00	24%	\$ 9,825.00	76%	\$ 30,500.00	\$ 1,696,063.78	67.20
36	NM	Friends of the Howard Preserve	4	Bellevue	Shelter/Weed Treatment/Drywell/Signs/Etc.	\$ 14,674.00	20%	\$ 2,935.00	80%	\$ 11,739.00	\$ 1,707,802.78	66.90



**FY 2013 Recreational Trails Program Fund Applications**

App #	Type	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
15	NM	Latah County	2	Latah Trail	Restroom/Parking/Trail/Bridges	\$ 74,800.00	36%	\$ 26,939.00	64%	\$ 47,861.00	\$ 1,755,663.78	66.60
38	D	Sawtooth National Forest	4	Boardman Bridge	Bridge Replacement	\$ 250,000.00	20%	\$ 50,000.00	80%	\$ 200,000.00	\$ 1,955,663.78	66.50
56	M	Caribou-Targhee National Forest	6	Mesa Falls	Toilet	\$ 33,215.00	20%	\$ 6,600.00	80%	\$ 26,615.00	\$ 1,982,278.78	66.40
55	NM	Caribou-Targhee National Forest	6	Ashton/Island Park Ranger District	Trailhead Kiosks	\$ 4,800.00	37%	\$ 1,800.00	63%	\$ 3,000.00	\$ 1,985,278.78	65.90
9	NM	Idaho Panhandle National Forest	1	Lightning Mountain Trail	Restore Trail	\$ 73,328.00	32%	\$ 23,688.00	68%	\$ 49,640.00	\$ 2,034,918.78	64.70
10	NM	Panhandle Back Country Horsemen	1	Marie Creek	Reconstruct Trail	\$ 46,793.00	23%	\$ 10,620.00	77%	\$ 36,173.00	\$ 2,071,091.78	63.50
14	M	Framing Our Community	2	Elk City	Construct Trailhead	\$ 92,149.00	22%	\$ 20,545.00	78%	\$ 71,604.00	\$ 2,142,695.78	63.20
29	NM	F. A. C. T. S.	3	Three Cities Pathway	Bridge/Pave Pathway	\$ 215,708.00	35%	\$ 75,686.00	65%	\$ 140,022.00	\$ 2,282,717.78	61.90
21	NM	Boise Parks & Recreation	3	Marianne Williams Park	Construct Pathway/Signs	\$ 54,206.00	25%	\$ 13,350.00	75%	\$ 40,856.00	\$ 2,323,573.78	60.20
17	NM	Nez Perce County Sheriff's Posse	2	Southwest Nez Perce County	GPS Units	\$ 2,400.00	20%	\$ 480.00	80%	\$ 1,920.00	\$ 2,325,493.78	60.00
52	NM	Pocatello Cross-Country Ski Foundation	5	E. Mink Creek Nordic Trail	Snowmobile	\$ 43,000.00	50%	\$ 21,500.00	50%	\$ 21,500.00	\$ 2,346,993.78	58.80
41	NM	Wood River Bicycle Coalition	4	Blaine County	Trail Equipment	\$ 105,000.00	33%	\$ 35,000.00	67%	\$ 70,000.00	\$ 2,416,993.78	57.90
30	NM	Friends of Weiser River Trail	3	Midvale	Rest Area/Pave Trail/Bridge Abutment	\$ 91,076.00	29%	\$ 26,756.00	71%	\$ 64,320.00	\$ 2,481,313.78	57.80
16	NM	Lewiston Parks & Recreation	2	Community Park	Landscape/Irrigation/Trail	\$ 150,260.00	29%	\$ 44,000.00	71%	\$ 106,260.00	\$ 2,587,573.78	53.90
57	NM	City of Rexburg	6	Trail of Madison County	Construct Trail	\$ 106,446.00	42%	\$ 44,786.00	58%	\$ 61,660.00	\$ 2,649,233.78	48.30
2	NM	City of Rathdrum	1	Between Boekel & Meyer Roads	Pathway	\$ 191,000.00	28%	\$ 52,800.00	72%	\$ 138,000.00	\$ 2,787,233.78	43.30
						\$ 4,815,412.63		\$ 2,016,241.25		\$ 2,787,233.78		
<b>Funded in Motorbike</b>												
7	D	Idaho Panhandle National Forest	1	Rutledge Creek Trail	Reconstruct/Relocate Trail	\$ 58,420.00	23%	\$ 13,900.00	77%	\$ 44,520.00		72.90
<b>Funded in Mountainbike Plate Fund</b>												
50	NM	City of Pocatello	5	City Creek Management Area	Trail Improvements	\$ 29,710.00			*See footnote	\$ 10,237.50	\$ 10,237.50	72.50
24	NM	Central Idaho Mountain Bike Association	3	Valley County	Trail Maintenance Tools	\$ 1,202.39	20%	\$ 240.48	80%	\$ 961.91	\$ 953,139.69	71.80

FY 2013 Recreational Trails Program Fund Applications

App #	Type	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
Withdrawn												
	D	BLM-Salmon	6	Barracks Lane	Develop, Maintain, & Sign Trails	\$ 43,550.00	47%	\$ 20,550.00	53%	\$ 23,000.00		
*This project was funded through the new Mountainbike Plate Fund and Recreational Trail Program Fund.												

☐ IDAPA RULE      ☐ IDAPA FEE      ☒ BOARD ACTION REQUIRED  
☐ BOARD POLICY      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**              **FY 2013 Off-Road Motor Vehicle (ORMV) Grants**  
**ACTION REQUIRED:**        **Board Action Required**  
**PRESENTER:**              **Kathy Muir**

**PRESENTATION**

**BACKGROUND INFORMATION:** The State and Federal Grant Program has approximately \$500,000 available in the ORMV Program for FY 2013 grants. Staff has held back \$20,000 to fund emergency cost overruns associated with these grants projects. This amount is reflected on the top line of the list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the ORMV Advisory Committee rated and ranked 55 grant applications according to department criteria. The requests totaled \$1,279,890.41.

The priority ranking sheet and committee recommendation are included in this packet.

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or if additional monies become available.



# OFF-ROAD MOTOR VEHICLE (ORMV) ADVISORY COMMITTEE

**Description:** This 9-member committee is comprised of three (3) members from Regions 1 and 2, three (3) members from Regions 3 and 4, and three (3) members from Regions 5 and 6.

- One (1) member from each area represents Snowmobilers,
- One (1) member from each area represents either ATV or Motorbike interests,
- One (1) member from each area represents users not otherwise represented.

**Term Length:** Three (3) year term.

**Appointed By:** Park Board

<u>Name</u>	<u>Address</u>	<u>Term</u>	<u>Representing</u>
<b><u>REPRESENTING REGIONS 1 AND 2</u></b>			
<b><u>PATRICK A. GUNTER</u></b>	334 Monarch Rd Sagle, ID 83860 208-263-7383(h) 208-610-8552(c) <a href="mailto:sandicrest190@hotmail.com">sandicrest190@hotmail.com</a>	8/2009 – 8/2012	Motorbike/ATV
<b><u>ROBERT WUEST</u></b>	6735 Mt Carrol Dalton Gardens, ID 83815 208-772-9408(h) 208-209-2023(w) 208-755-7862(c) <a href="mailto:Robertwuest@yahoo.com">Robertwuest@yahoo.com</a>	8/2006 – 8/2009 8/2009 – 8/2012	Snowmobiling
<b><u>DON CAPPARELLI</u></b>	P.O. Box 143 Smelterville, ID 83868 208-783-0757(h) 208-659-7386(c) <a href="mailto:cappann@hotmail.com">cappann@hotmail.com</a>	2/2012-8/2014	Non-Motorized Use
<b><u>REPRESENTING REGIONS 3 AND 4</u></b>			
<b><u>BUD MORRIS</u></b>	2074 N. Springland Pl. Boise, ID 83713 208-322-3995(h) 208-859-5936(c) <a href="mailto:dpmorris@q.com">dpmorris@q.com</a>	8/2010 – 8/2013 (partial)	Motorbike/ATV
<b><u>MERIL EBBERS</u></b>	3028 Middle State Line Road Homedale, ID 83628 208-337-3312(h) <a href="mailto:meril@safelink.net">meril@safelink.net</a>	8/2010 – 8/2013	Snowmobiling
<b><u>MARK WEAVER</u></b>	171 E. Keswick Ct Kuna, ID 83634 208-387-5500(h)	8/2009 - 8/2012	Non-Motorized Use



## ORMV Advisory Committee, Continued

<u>Name</u>	<u>Address</u>	<u>Term</u>	<u>Representing</u>
REPRESENTING REGIONS 5 AND 6			
<b><u>JEFFREY A. KAISER</u></b>	2578 E. Lincoln Road Idaho Falls, ID 83401 208-524-3254(h) 208-524-3244(w)(c) <a href="mailto:compweld@cablone.net">compweld@cablone.net</a>	8/2007 – 8/2010 8/2010 – 8/2013	Motorbike/ATV
<b><u>RANDY MILLER</u></b>	4771 Antelope Drive Island Park, ID 83429 208-588-0156(h) 208-569-6907(c) <a href="mailto:islandparkrandy@yahoo.com">islandparkrandy@yahoo.com</a>	8/2009 – 8/2012	Snowmobiling
<b><u>WAYNE LOOSLI</u></b>	354 N 3700 E Rigby, ID 83442 208-745-8967(h) 208-390-0706(c) <a href="mailto:mwloosli@yahoo.com">mwloosli@yahoo.com</a>	8/2005 – 8/2009 8/2009 – 8/2012	Non-Motorized Use

**FY 2013 Off-Road Motor Vehicle Fund Applications**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
<b>Contingency Fund</b>											
3	Idaho Panhandle National Forest	1	Coeur d'Alene River Ranger District	Trail Maintenance	\$ 70,220.00	43%	\$ 30,220.00	57%	\$ 40,000.00	\$ 60,000.00	85.22
6	Idaho Panhandle National Forest	1	Hells Canyon Trail	Relocate Trail	\$ 158,278.00	32%	\$ 50,734.00	68%	\$ 107,544.00	\$ 167,544.00	80.89
21	Elmore County	3	Malcomson's Snow Park	Paint Restroom/Reroof Warming Hut	\$ 9,200.00	50%	\$ 4,600.00	50%	\$ 4,600.00	\$ 172,144.00	80.67
5	Idaho Panhandle National Forest	1	Independence Creek	Trail Maintenance	\$ 64,838.00	32%	\$ 20,618.00	68%	\$ 44,220.00	\$ 216,364.00	79.56
37	Caribou-Targhee National Forest	5	N. Fork St. Charles Trail	Bridge	\$ 24,920.00	64%	\$ 15,920.00	36%	\$ 9,000.00	\$ 225,364.00	79.33
22	Payette National Forest	3	Poison Timber Trail	Trail Maintenance/Equipment	\$ 15,033.00	34%	\$ 5,125.00	66%	\$ 9,908.00	\$ 235,272.00	79.00
12	Nez Perce-Clearwater National Forest	2	Pot Mountain Trail	Trail Reconstruction	\$ 100,342.00	50%	\$ 50,000.00	50%	\$ 50,342.00	\$ 285,614.00	78.11
38	Caribou-Targhee National Forest	5	North Fork Eagle Creek Trail	Relocate/Construct Trail/2 Bridges	\$ 57,970.00	43%	\$ 25,193.00	57%	\$ 32,777.00	\$ 318,391.00	78.11
10	Kootenai County	1	Kootenai County	Groomer Storage Building	\$ 16,829.00	29%	\$ 4,829.00	71%	\$ 12,000.00	\$ 330,391.00	77.78
28	Sawtooth National Forest	4	Fairfield Ranger District	2 Motorcycles/Trailer/Grader/Rock Rake	\$ 17,200.00	50%	\$ 8,600.00	50%	\$ 8,600.00	\$ 338,991.00	77.22
29	Sawtooth National Forest	4	Skeleton Creek	Re-route Trail/Maintenance	\$ 67,000.00	49%	\$ 33,000.00	51%	\$ 34,000.00	\$ 372,991.00	77.22
24	Payette National Forest	3	Surdam Loop	Signs/Construct Trail/ATV	\$ 25,324.00	36%	\$ 9,214.00	64%	\$ 16,110.00	\$ 389,101.00	76.89
55	Fremont County Parks & Recreation	6	Fremont County	Snowmobile	\$ 16,000.00	50%	\$ 8,000.00	50%	\$ 8,000.00	\$ 397,101.00	76.67
18	Boise National Forest	3	Danskin Mountain Trail	Reconstruction/Maintenance	\$ 30,000.00	33%	\$ 10,000.00	67%	\$ 20,000.00	\$ 417,101.00	76.56
23	Payette National Forest	3	Krassel District S. Fork Trail	Trail Maintenance	\$ 66,400.00	55%	\$ 36,400.00	45%	\$ 30,000.00	\$ 447,101.00	76.44
4	Idaho Panhandle National Forest	1	Coeur d'Alene River, Superior, and St. Joe Ranger Districts	Avalanche Forecaster/ 2 Snowmobiles	\$ 18,000.00	50%	\$ 9,000.00	50%	\$ 9,000.00	\$ 456,101.00	76.00
27	Sawtooth National Forest	4	Forestwide	Route Signs	\$ 5,008.00	50%	\$ 2,508.00	50%	\$ 2,500.00	\$ 458,601.00	75.89
52	Caribou-Targhee National Forest	6	Bear Creek/Four Corners	Signage	\$ 4,000.00	50%	\$ 2,000.00	50%	\$ 2,000.00	\$ 460,601.00	75.78
17	Boise National Forest	3	Idaho City Ranger District	Weed Treatment	\$ 28,541.00	65%	\$ 18,541.00	35%	\$ 10,000.00	\$ 470,601.00	75.33
11	Nez Perce-Clearwater National Forest	2	Palouse Trail	Construct Trail/Bridge	\$ 96,000.00	52%	\$ 50,000.00	48%	\$ 46,000.00	\$ 516,601.00	74.89



**FY 2013 Off-Road Motor Vehicle Fund Applications**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
<b>Funding Line</b>											
30	Sawtooth National Forest	4	Boardman Bridge	Bridge Replacement	\$ 10,000.00	0%	\$ -	100%	\$ 10,000.00	\$ 526,601.00	74.33
7	Idaho Panhandle National Forest	1	St. Joe Ranger District	Signs	\$ 46,240.00	38%	\$ 17,473.00	62%	\$ 28,767.00	\$ 555,388.00	74.22
9	Idaho Panhandle National Forest	1	Priest Lake Snowmobile Trail	Trail Brushing	\$ 11,173.60	19%	\$ 2,109.60	81%	\$ 9,064.00	\$ 564,432.00	73.33
40	Caribou-Targhee National Forest	5	Boundary Trail	Trail Reconstruction	\$ 10,000.00	50%	\$ 5,000.00	50%	\$ 5,000.00	\$ 569,432.00	73.00
25	Valley County	3	West Mountain	Groomer Shed Addition	\$ 29,650.00	16%	\$ 4,825.00	84%	\$ 24,825.00	\$ 594,257.00	72.56
2	Bonner County EMS	1	Bonner County	Rescue Equipment	\$ 9,714.72	70%	\$ 6,800.31	30%	\$ 2,914.41	\$ 597,171.41	72.11
41	Caribou-Targhee National Forest	5	Cherry Creek	Trail Reconstruction	\$ 10,000.00	50%	\$ 5,000.00	50%	\$ 5,000.00	\$ 602,171.41	71.78
42	Caribou-Targhee-National Forest	5	Clear Creek Guard Station	Warming Hut Conversion	\$ 48,000.00	37%	\$ 18,000.00	63%	\$ 30,000.00	\$ 632,171.41	70.78
51	Caribou-Targhee National Forest	6	Ashton/Island Park Ranger District	Skid Steer Grading Attachment/Trail Work	\$ 11,900.00	41%	\$ 4,900.00	59%	\$ 7,000.00	\$ 639,171.41	69.89
50	Caribou-Targhee National Forest	6	Big Bend Ridge	Trail Maintenance	\$ 16,250.00	38%	\$ 6,250.00	62%	\$ 10,000.00	\$ 649,171.41	69.33
33	Sawtooth National Recreation Area	6 Jill	Stanley Lake	Trail Reconstruction	\$ 121,960.00	19%	\$ 22,960.00	81%	\$ 99,000.00	\$ 748,171.41	69.22
15	Boise County	3	Idaho City	Groomer Building Addition	\$ 18,200.00	3%	\$ 600.00	97%	\$ 17,600.00	\$ 765,771.41	69.11
36	Caribou-Targhee National Forest	5	Montpelier/Soda Springs Ranger Districts	Signs	\$ 12,500.00	40%	\$ 5,000.00	60%	\$ 7,500.00	\$ 773,271.41	69.11
16	Boise National Forest	3	North Boise National Forest	Trail Maintenance/Education	\$ 36,760.00	31%	\$ 11,510.00	69%	\$ 25,250.00	\$ 798,521.41	66.11
44	Caribou-Targhee National Forest	5, 6	Montpelier/Soda Springs Ranger Districts	Trail Maintenance	\$ 71,350.00	55%	\$ 39,350.00	45%	\$ 32,000.00	\$ 830,521.41	65.56
47	Caribou-Targhee National Forest	6	Bear Gulch Trailhead	Trail Repair	\$ 19,000.00	21%	\$ 4,000.00	79%	\$ 15,000.00	\$ 845,521.41	65.56
48	Caribou-Targhee National Forest	6	Ashton/Island Park Ranger District	OHV Kiosks	\$ 7,100.00	32%	\$ 2,300.00	68%	\$ 4,800.00	\$ 850,321.41	64.44
43	Caribou-Targhee National Forest	5, 6	Forestwide	2 Motorbikes	\$ 15,000.00	50%	\$ 7,500.00	50%	\$ 7,500.00	\$ 857,821.41	63.22
1	Idaho Department of Fish & Game	0	Statewide	OHV Public Outreach	\$ 110,000.00	73%	\$ 80,000.00	27%	\$ 30,000.00	\$ 887,821.41	60.33
20	Boise National Forest	3	Idaho City Basin	Signing/Trail Brushing	\$ 64,000.00	13%	\$ 8,000.00	87%	\$ 56,000.00	\$ 943,821.41	60.11



**FY 2013 Off-Road Motor Vehicle Fund Applications**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
26	Sawtooth National Forest	4	Wolfone-Kinsey Creek	Trail Reconstruction/Signing	\$ 70,115.00	20%	\$ 14,015.00	80%	\$ 56,100.00	\$ 999,921.41	59.00
14	Payette National Forest	2, 3 JIII	Adams, Idaho, Valley Counties	Road & Guide Signs	\$ 51,700.00	51%	\$ 26,200.00	49%	\$ 25,500.00	\$ 1,025,421.41	51.44
8	Idaho Panhandle National Forest	1	Porcupine Lake	Toilet	\$ 13,865.00	9%	\$ 1,265.00	91%	\$ 12,600.00	\$ 1,038,021.41	51.33
49	Caribou-Targhee National Forest	6	Ashton/Island Park Ranger District	Education/Compliance Officer	\$ 14,900.00	44%	\$ 6,500.00	56%	\$ 8,400.00	\$ 1,046,421.41	48.00
54	Caribou-Targhee National Forest	6	Palisades Ranger District	Back Country Ranger	\$ 30,000.00	50%	\$ 15,000.00	50%	\$ 15,000.00	\$ 1,061,421.41	45.33
13	Payette National Forest	2, 3 JIII	Adams, Idaho, Valley Counties	Trail Maintenance/Education	\$ 95,860.00	31%	\$ 29,660.00	69%	\$ 66,200.00	\$ 1,127,621.41	34.89
					\$ 1,846,341.32		\$ 738,719.91		\$ 1,107,621.41		
<b>Funded in Motorbike Fund</b>											
32	Sawtooth National Recreation Area	4, 6 JIII	Forestwide	Heavy Trail Maintenance/Reroutes	\$ 20,000.00	40%	\$ 8,000.00	60%	\$ 12,000.00	\$ 72,000.00	81.33
45	Caribou-Targhee National Forest	6	Teton Basin Big Hole	Trail Maintenance/Equipment	\$ 27,442.00	39%	\$ 10,708.00	61%	\$ 16,734.00	\$ 335,125.00	78.00
19	Boise National Forest	3	Mountain Home Ranger District	Trail Maintenance/Signing	\$ 74,000.00	50%	\$ 37,000.00	50%	\$ 37,000.00	\$ 507,601.00	75.11
35	Caribou-Targhee National Forest	5	Eightmile & Sherman Peak ATV Trails	Repair ATV Trail Loops	\$ 6,533.00	36%	\$ 2,351.00	64%	\$ 4,182.00	\$ 559,550.00	73.89
39	Caribou-Targhee National Forest	5	Crow Creek Trail	Renovate Trail	\$ 19,918.00	42%	\$ 8,419.00	58%	\$ 11,500.00	\$ 528,101.00	74.44
53	Caribou-Targhee National Forest	6	Palisades Ranger District	Reconstruct Trail	\$ 17,300.00	45%	\$ 7,700.00	55%	\$ 9,600.00	\$ 574,032.00	73.33
31	Sawtooth National Recreation Area	4	Beaver Creek	Construct New Bridge/Rehabilitate Vehicle Crossing	\$ 34,101.00	30%	\$ 10,101.00	70%	\$ 24,000.00	\$ 593,432.00	72.89
<b>Funded in RTP</b>											
46	Caribou-Targhee National Forest	6	S. Fork Horseshoe Trail	Trail Maintenance	\$ 33,959.00	34%	\$ 11,706.00	66%	\$ 22,253.00	\$ 581,803.00	73.89
34	Bear Lake County	5	Paris, Idaho	Snow Removal Equipment	\$ 55,000.00	30%	\$ 16,500.00	70%	\$ 35,000.00	\$ 808,271.41	67.56



☐ IDAPA RULE      ☐ IDAPA FEE      ☒ BOARD ACTION REQUIRED  
☐ BOARD POLICY      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**              **FY 2013 Motorbike (MB) Grants**

**ACTION REQUIRED:**        **Board Action Required**

**PRESENTER:**              **Kathy Muir**

**PRESENTATION**

**BACKGROUND INFORMATION:** The State and Federal Grant Program has approximately \$510,000 available in the Motorbike Program for FY 2013 grants. Staff has held back \$20,000 to fund emergency cost overruns associated with these grant projects. This amount is reflected on the top line of the list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the Motorbike Advisory Committee rated and ranked 24 grant applications according to department criteria. The requests totaled \$821,202.

The priority ranking sheet and committee recommendation are included in this packet.

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order.

**FY 2013 Motorbike Fund Applications**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
<b>Contingency Fund</b>											
6	Idaho Panhandle National Forest	1	DeVie Creek Trail	Rehabilitate Trail	\$ 25,579.00	18%	\$ 4,525.00	82%	\$ 21,054.00	\$ 41,054.00	88.33
3	Idaho Panhandle National Forest	1	Rutledge Creek Trail	Reconstruct/Relocate Trail	\$ 58,420.00	24%	\$ 13,900.00	76%	\$ 44,520.00	\$ 85,574.00	84.67
4	Idaho Panhandle National Forest	1	Nelson-Shelfoot, Big Creek, Simmons Creek Trails	Trail Restoration/Maintenance	\$ 109,497.00	26%	\$ 28,389.00	74%	\$ 81,108.00	\$ 166,682.00	82.00
14	Sawtooth National Recreation Area	4,6 Jill	Fore statewide	Heavy Trail Maintenance/Reroutes	\$ 20,000.00	40%	\$ 8,000.00	60%	\$ 12,000.00	\$ 178,682.00	82.00
21	Caribou-Targhee National Forest	6	Teton Basin Big Hole	Trail Maintenance/Equipment	\$ 27,442.00	39%	\$ 10,708.00	61%	\$ 16,734.00	\$ 195,416.00	78.33
8	Boise National Forest	3	Mountain Home Ranger District	Trail Maintenance/Signing	\$ 74,000.00	50%	\$ 37,000.00	50%	\$ 37,000.00	\$ 232,416.00	77.00
16	Caribou-Targhee National Forest	5	Eightmile & Sherman Peak	Repair ATV Trail Loops	\$ 6,533.00	36%	\$ 2,351.00	64%	\$ 4,182.00	\$ 236,598.00	74.67
18	Caribou-Targhee National Forest	5	North Fork Eagle Creek Trail	Relocate/Construct Trail & 2 Bridges	\$ 57,970.00	43%	\$ 25,193.00	57%	\$ 32,777.00	\$ 269,375.00	74.67
10	Boise National Forest	3	N Zone Boise National Forest	Trail Maintenance/Equipment	\$ 136,256.00	49%	\$ 66,256.00	51%	\$ 70,000.00	\$ 339,375.00	74.33
23	Caribou-Targhee National Forest	6	Palisades Ranger District	Reconstruct Trail	\$ 17,300.00	45%	\$ 7,700.00	55%	\$ 9,600.00	\$ 348,975.00	72.33
19	Caribou-Targhee National Forest	5	Crow Creek Trail	Renovate Trail	\$ 19,918.00	42%	\$ 8,419.00	58%	\$ 11,500.00	\$ 360,475.00	72.00
13	Sawtooth National Forest/SNRA	3&4	Beaver Creek	Construct New Bridge/Rehabilitate Vehicle Crossing	\$ 34,101.00	30%	\$ 10,101.00	70%	\$ 24,000.00	\$ 384,475.00	71.00
15	Sawtooth National Recreation Area	6 Jill	Stanley Lake	Trail Reconstruction	\$ 121,960.00	19%	\$ 22,960.00	81%	\$ 99,000.00	\$ 483,475.00	67.33
7	Nez Perce-Cleanwater National Forest	2	North/South Motorized Trail	Toilets & Signs	\$ 28,000.00	21%	\$ 6,000.00	79%	\$ 22,000.00	\$ 505,475.00	64.00
<b>Funding Line</b>											
20	Caribou-Targhee National Forest	5,6	Montpelier/Soda Springs Ranger Districts	Trail Maintenance	\$ 71,350.00	55%	\$ 39,350.00	45%	\$ 32,000.00	\$ 537,475.00	62.33
9	Boise National Forest	3	Idaho City Basin	Signing/Trail Brushing	\$ 64,000.00	13%	\$ 8,000.00	87%	\$ 56,000.00	\$ 593,475.00	55.00
5	Idaho Panhandle National Forest	1	Porcupine Lake	Toilet	\$ 13,865.00	9%	\$ 1,265.00	91%	\$ 12,600.00	\$ 606,075.00	39.00
					\$ 886,191.00		\$ 300,117.00		\$ 586,075.00		
<b>Funded in ORMV</b>											
2	Idaho Panhandle National Forest	1	Hells Canyon Trail	Relocate Trail	\$ 158,278.00	32%	\$ 50,734.00	68%	\$ 107,544.00		78.00
1	Idaho Panhandle National Forest	1	Independence Creek	Trail Maintenance	\$ 64,838.00	32%	\$ 20,618.00	68%	\$ 44,220.00		79.33
17	Caribou-Targhee National Forest	5	N. Fork St. Charles Trail	Bridge	\$ 24,920.00	64%	\$ 15,920.00	36%	\$ 9,000.00		72.00

## FY 2013 Motorbike Fund Applications

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
12	Sawtooth National Forest	4	Skeleton Creek	Re-route Trail/Maintenance	\$ 67,000.00	49%	\$ 33,000.00	51%	\$ 34,000.00		76.33
24	Caribou-Targhee National Forest	6	Bear Creek/Four Corners	Signage	\$ 4,000.00	50%	\$ 2,000.00	50%	\$ 2,000.00		75.00
11	Payette National Forest	3	Surdam Loop	Signs/Construct Trail/ATV	\$ 25,324.00	36%	\$ 9,214.00	64%	\$ 16,110.00		74.00
Funded in RTP											
22	Caribou-Targhee National Forest	6	S. Fork Horseshoe Trail	Trail Maintenance	\$ 33,959.00	34%	\$ 11,706.00	66%	\$ 22,253.00		67.33



☐ IDAPA RULE      ☐ IDAPA FEE      ☒ BOARD ACTION REQUIRED  
☐ BOARD POLICY      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**            **FY 2013 Road & Bridge (RB) Grants**

**ACTION REQUIRED:**        **Board Action Required**

**PRESENTER:**            **Kathy Muir**

**PRESENTATION**

**BACKGROUND INFORMATION:** The State and Federal Grant Program has approximately \$300,000 available in the Recreational Road and Bridge Program for FY 2013 grants. Staff has held back \$30,000 to fund emergency cost overruns associated with these grant projects. This amount is reflected on the top line of the list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the Road & Bridge Committee rated and ranked 10 grant applications according to department criteria. The requests totaled \$1,083,689.00.

The priority ranking sheet and committee recommendation are included in this packet.

**STAFF RECOMMENDATIONS:** Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order.

**FY 2013 Road and Bridge Fund Application**

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Rating
<b>Contingency Fund</b>											
10	Bonneville County Parks & Recreation	6	Calamity Road	Road Improvements	\$ 249,150.00	40%	\$ 100,000.00	60%	\$ 149,150.00	\$ 179,150.00	88.29
9	Sawtooth National Forest	4	Greenhorn and Fox Creek Trailheads	Trailhead Parking	\$37,896.00	35%	\$13,170.00	65%	\$ 24,726.00	\$ 203,876.00	72.57
4	BLM-Owyhee Field Office	3	Jump Creek	Reconstruct/Pave Road	\$113,742.00	26%	\$29,742.00	74%	\$ 84,000.00	\$ 287,876.00	66.29
3	Clearwater Highway District	2	Deyo Reservoir Recreation Area	Roadway Improvement, Enhancement, & Maintenance	\$ 11,850.00	17%	\$ 1,950.00	83%	\$ 9,900.00	\$ 297,776.00	55.29
<b>Funding Line</b>											
1	Bonner County Waterways	1	North Coolin Launch	Parking	\$ 65,148.00	42%	\$ 27,099.00	58%	\$ 38,049.00	\$ 335,825.00	52.00
2	Kootenai County Parks & Waterways	1	Carlin Bay	Parking Lot	\$ 170,300.00	1%	\$ 1,875.00	99%	\$ 168,425.00	\$ 504,250.00	48.14
5	Middleton Parks & Recreation District	3	Hawthorne Park	Parking Area	\$ 282,838.00	25%	\$ 70,399.00	75%	\$ 212,439.00	\$ 716,689.00	45.57
7	Valley County Road and Bridge	3	Lemah Creek	Box Culvert	\$151,800.00	62%	\$93,800.00	38%	\$ 58,000.00	\$ 774,689.00	44.00
6	Payette National Forest	3	Reed Ranch/Old E. Fork	Gravel Road/RV Sites	\$ 45,000.00	13%	\$ 6,000.00	87%	\$ 39,000.00	\$ 813,689.00	39.14
8	Jerome County	4	Auger Falls	Drainage/Resurface Road	\$317,000.00	5%	\$17,000.00	95%	\$ 300,000.00	\$ 1,113,689.00	18.14
					\$1,444,724.00		\$361,035.00		\$ 1,083,689.00		

# LAND AND WATER CONSERVATION FUND (LWCF) EVALUATION COMMITTEE

**Description:** The Evaluation Committee includes representatives with experience in community development or public outdoor recreation. The Committee shall rank projects based on its review of the application and a presentation by the sponsor. It shall rate all projects based on the selected criteria found in the Open Project Selection Process (OPSP). The Evaluation Committee includes nine (9) members:

- Three (3) members shall be representatives of state and federal agencies with a technical relationship to community development or the outdoor recreation needs in the state.
- One (1) member shall represent a community of five thousand (5,000) population or more.
- One (1) member shall represent a community of five thousand (5,000) population or less.
- One (1) member shall represent the interests of the ethnic minorities.
- One (1) member shall represent the interests of the elderly.
- One (1) member shall represent the interests of people with disabilities.
- One (1) member shall be from the Board.

**Quorum:** A quorum is required to conduct committee business. Five (5) people constitute a quorum.

**Term Length:** Three (3) funding sessions.

**Appointed By:** State Liaison Officer



# LAND AND WATER CONSERVATION FUND (LWCF) EVALUATION COMMITTEE

<u>Name</u>	<u>Address</u>	<u>Term</u>	<u>Representing</u>
<u>ROD BITSOI</u>	130 Hillside Dr Ririe, ID 83443-5033 208-538-7114 (h) 208-526-8134 (w) 208-569-2228 (c) <a href="mailto:rbitsoi@yahoo.com">rbitsoi@yahoo.com</a>	2/2005 - 7/2007 8/2008 – 8/2011	State-Federal
<u>GLENN SHEWMAKER</u>	3615 N 3600 E Kimberly, ID 83341 208-423-4600 (h) 208-736-3608 (w) <a href="mailto:gshew@uidaho.edu">gshew@uidaho.edu</a>	8/2008 – 8/2011	State-Federal
<u>JOYCE DUNNING</u>	Lucky Peak Lake 9723 E. Hwy 21 Boise, ID 83716 208-922-1239 (h) 208-343-0671 (w) 208-841-3799 (c) <a href="mailto:Joyce.M.dunning@usace.army.mil">Joyce.M.dunning@usace.army.mil</a>	8/2008 – 8/2011	State-Federal
<u>DOUG EASTWOOD</u>	PO Box 520 Coeur d'Alene ID 83816 208-769-2251 (w) 208-755-9721 (c) 208-769-2383 (fax) <a href="mailto:dougeast@cdaid.org">dougeast@cdaid.org</a>	8/2008 – 8/2011	Community (5,000 or more)
<u>ANNA HOLDEN</u>	PO Box 150 145 Cooper Street White Bird, ID 83554 208-839-2800(h) 208-983-2175(w) 208-634-6457(c) <a href="mailto:anna.whitebird@gmail.com">anna.whitebird@gmail.com</a>	8/2008 – 8/2011	Community (5,000 or less)
<u>LYNN C. MOSS</u>	1018 Cedar Ave (h) PO Box 617 (w) Lewiston, ID 83501 208-743-7971(h) 208-746-2313(w) <a href="mailto:lmoss@cableone.net">lmoss@cableone.net</a>	8/2008 – 8/2011	Elderly

**DANIEL HUSKEY**

19861 N. Cairns Pl  
Mountain Home, ID 83647  
208-796-2258(h)  
208-345-2233(w)  
208-859-5204(c)  
[dhuskey511@gmail.com](mailto:dhuskey511@gmail.com)

11/2004 - 11/2007  
8/2008 – 8/2011

Disabled

**ROB BATISTA**

775 W. Aikens Ct.  
Eagle, ID 83616  
208-866-7677(c)  
208-287-5650(w)  
208-375-9972(fax)  
[bbatista@expoidaho.com](mailto:bbatista@expoidaho.com)

8/2008 – 8/2011

Minority

**JEAN MCDEVITT**

1865 Sunrise Way  
Pocatello, ID 83201  
208-233-3131(h)  
[jmcdevitt@cableone.net](mailto:jmcdevitt@cableone.net)

3/2006 - 8/2008  
8/2008 - 8/2011

Park Board

☐ IDAPA RULE                      ☐ IDAPA FEE                      **X BOARD ACTION REQUIRED**  
☐ BOARD POLICY                      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **Registration Process Discussion**

**ACTION REQUIRED:**    **BOARD ACTION REQUIRED**

**PRESENTER:**                      **Director Merrill – Tamara Humiston**

**PRESENTATION**

**BACKGROUND INFORMATION:**

Recreationists register and renew OHVs in Idaho through the following mechanisms:

- IDPR (mail in/online/walk-in) 21%
- Vendors (dealers/retailers) 25%
- Idaho Transportation Department (ITD) (County DMV's) 54%.

IDPR received direction in 2010 from the Governor to review the current registration program. Parts of the current program are inefficient and outdated. The three part hand-written renewal forms are antiquated and manually reconciling triplicate forms by IDPR staff is inefficient and time consuming. Staff spends a disproportionate amount of time reconciling 10% of registrants. Sometimes funds are never recovered from vendors.

Staff also contacted Idaho Department of Fish and Game (IDFG) to discuss their registration program but the cost to work/join with IDFG was prohibitive.

In January 2012, ITD notified IDPR of a plan that they are implementing to modernize all their IT systems including the IDPR registration and renewal system. This new program (Garnet) is for all of their registration and renewals and will include the OHVs. ITD's system focuses on unique customer accounts, titling requirements, and providing Law Enforcement agencies access to registration and ownership information.

Staff will present information on what the new ITD system will provide and how it will affect the current IDPR system. Staff will also present options for the Board to consider and act upon. ITD staff will be present to answer assist in answering Board questions.

**STAFF RECOMMENDATIONS:** Staff will provide a recommendation at the conclusion of the presentation.



☐ IDAPA RULE                      ☐ IDAPA FEE                      **X BOARD ACTION REQUIRED**  
☐ BOARD POLICY                      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **IDAPA Temporary Rules**  
   **Miscellaneous Emergency Rules**

**ACTION REQUIRED:**                      **Board Action Required**

**PRESENTER:**                      **Dave Ricks, Deputy Director**

**PRESENTATION**

**BACKGROUND INFORMATION:**

Review of IDAPA 26, Title 01, Chapter 20 Rules Governing the Administration of Park and Recreation Areas and Facilities has identified some changes that are critical to our coming season.

These adjustments are designed to enhance the governing of the parks through the introduction of new rules with explicit language to carry out enforcement, to introduce an encroachment fee not previously recognized, and to modify the language of a current fee to encompass additional activities associated with the winter season.

The attached document which is identified as IDPR Other Rule Changes – Temporary Emergency tracks, in the following Sections, the changes recommended by the Department:

- Criteria for Individual Campsite, Camping Cabin, and Yurt Reservations.
- Definitions
- Fee Schedule
- Fees and Services
- Overnight Use
- Parking Violations

**STAFF RECOMMENDATIONS:**

Department staff recommends that the Board approve the changes presented in the attached document: IDPR Other Rule Changes – Temporary Emergency, and adopt them for immediate implementation for the upcoming season. Once approved by the Board, staff will submit it to the Division of Financial Management for approval and for adoption by the next Legislative session.

IDPR Other Rule Changes – Temporary Emergency

**IDAPA 26  
TITLE 01  
CHAPTER 20**

**26.01.20 - RULES GOVERNING THE ADMINISTRATION OF PARK  
AND RECREATION AREAS AND FACILITIES**

**000. LEGAL AUTHORITY.**

The Idaho Park and Recreation Board is authorized under Section 67-4223, Idaho Code, to adopt, amend, or rescind rules as may be necessary for the proper administration of Chapter 42, Title 67, Idaho Code, and the use and protection of lands and facilities subject to its jurisdiction. (1-1-94)

**001. TITLE AND SCOPE.**

**01. Title.** The title of this chapter shall be cited in full as Idaho Department of Parks and Recreation Rules, IDAPA 26.01.20, "Rules Governing the Administration of Park and Recreation Areas and Facilities." (1-1-94)

**02. Scope.** This chapter establishes fees for and rules governing the use of lands and facilities administered by the Department, and establishes procedures for obtaining individual and group use reservations. (1-1-94)

**002. WRITTEN INTERPRETATIONS.**

This agency has written interpretations of these rules, in the form of explanatory comments accompanying the notice of proposed rulemaking that originally proposed the rules, or documentation of compliance with IDAPA 26.01.01.150, "Rules of Administrative Procedure of the Idaho Park and Recreation Board." These documents are available for public inspection and copying in the central office of the agency. (3-13-97)

**003. APPEALS.**

Any person who may be adversely affected by a final decision, ruling, or direction of the director may appeal the decision, ruling, or direction as outlined under IDAPA 26.01.01.250, "Rules of Administrative Procedure of the Idaho Park and Recreation Board." (1-1-94)

**004. INCORPORATION BY REFERENCE.**

No documents have been incorporated by reference into these rules. (3-16-04)

**005. OFFICE -- OFFICE HOURS -- MAILING ADDRESS AND STREET ADDRESS.**

**01. Office Hours.** Office hours are 8:00 a.m. to 5:00 p.m., Mountain Time, Monday through Friday, except holidays designated by the state of Idaho. (3-30-06)

**02. Mailing Address.** The mailing address for the central office is Idaho Department of Parks and Recreation, PO Box 83720, Boise, ID 83720-0065. (3-16-04)

**03. Street Address.** The office of the Idaho Department of Parks and Recreation is located at 5657 Warm Springs Ave., Boise, ID 83716. (3-16-04)

**006. PUBLIC RECORDS ACT COMPLIANCE.**

Any records associated with these rules are subject to the provisions of the Idaho Public Records Act, Title 9, Chapter 1, Idaho Code. (3-16-04)

**007. -- 009. (RESERVED).**

**010. DEFINITIONS.**

As used in this chapter:

(1-1-94)

**01. ADA Campsites and Facilities.**

(3-30-06)

**a.** ADA Designated Campsites. A reservable ADA campsite may only be reserved and occupied by a party that can provide proof of disability upon arrival. If not reserved after 6:00 p.m. and no other non-ADA designated sites of the same site type are available, the site would be available for one (1) night. (3-30-06)

**b.** ADA Accessible Facilities. IDPR offers some facilities that provide for ADA accessibility. These facilities are not managed exclusively for ADA use. (3-30-06)

**02. Board.** The Idaho Park and Recreation Board, a bipartisan, six (6) member Board, appointed by the Governor. (3-13-97)

**03. Camping Unit.** A camping unit is the combined equipment and people capacity that a site or facility will accommodate. (3-30-06)

**a.** Campsites. Maximum capacity limits on each campsite are subject to each site's design and size. Unless otherwise specified, the maximum capacity will be one (1) family unit or a party of no more than eight (8) persons, ~~one-two~~ **(+2)** motor vehicles or ~~one~~ **(1)** RV or two (2) motorcycles, and up to two (2) tents, provided the combined equipment and people fit within the designated camping area of the site selected. (4-2-08)

**b.** Facilities. Maximum capacity limits on each facility are subject to each facility's design and size. The combined equipment and people occupying a facility must fit within the designated areas of the facility selected. (3-30-06)

**04. Camping Day.**

(3-30-06)

**a.** For individual and group campsites the period between 2:00 p.m. of one (1) calendar day and 1:00 p.m. of the following calendar day. (3-30-06)

**b.** For individual and group camping facilities, the period between 3:00 p.m. of one (1) calendar day and 12:00 p.m. (noon) of the following calendar day. (3-30-06)

**05. Campsite.**

(3-30-06)

**a.** Individual. An area within an IDPR managed campground designated for camping use by an individual camping unit or camping party. (3-30-06)

**b.** Group. An area within an IDPR managed campground designated for group camping use or a block of individual campsites designated for group use within a campground primarily managed for individual use. (3-30-06)

**c.** Facility, Individual. A camping structure within an IDPR managed campground or area designated for camping use by an individual camping party. (3-30-06)

**d.** Facility, Group. A camping structure within an IDPR managed campground or area designated for group use. (3-30-06)

**06. Day Use.** Use of any non-camping lands and/or facilities between the hours of 7:00 a.m. and 10:00 p.m. unless otherwise posted. (3-30-06)

**07. Day Use Fee.** A fee charged for entry to a designated area. (3-30-06)

- 08. Department.** The Idaho Department of Parks and Recreation. (1-1-94)
- 09. Designated Beach.** Waterfront areas designated by the park manager or designee for water-based recreation activities. The length and width of each designated beach shall be visibly identified with signs. (3-30-06)
- 10. Designated Roads and Trails.** Facilities recognizable by reasonable formal development, signing, or posted rules. (3-7-03)
- 11. Director.** The Director and chief administrator of the Department, or the designee of the Director. (1-1-94)
- 12. Dock and Boating Facility.** Floats, piers and mooring buoys owned or operated by the Department. (3-13-97)
- 13. Encroachments.** Non-recreational uses of lands under the control of the Board including any utilization for personal, commercial, or governmental use by a non-Department entity. ( )
- 1414. Extra Vehicle.** An additional motorized vehicle (not in tow at time of entry) without built-in sleeping accommodations registered to a camp site. (3-13-97)
- 1415. Facilities.** (3-30-06)
- a.** Individual. A camping structure within an IDPR managed campground or area designated for camping use by an individual camping party. (3-30-06)
- b.** Group. A camping structure within an IDPR managed campground or area designated for group use. (3-30-06)
- 1516. Group Use.** Twenty-five (25) or more people, or any group needing special considerations or deviations from normal Department rules or activities. (1-1-94)
- 1617. Motorized Vehicle.** Every vehicle that is self-propelled except for vehicles moved solely by human power and motorized wheelchairs as defined in Section 49-123(g), Idaho Code. (3-7-03)
- 18. Overnight Use.** Use of any non-camping lands for the parking of motor vehicles or trailers not associated with a campsite between the hours of 10:00 p.m. and 7:00 a.m. unless otherwise posted. ( )
- 19. Overnight Use Fee.** A fee charged for overnight use of non-camping lands between the hours of 10:00 pm and 7:00 am. ( )
- 1720. Park or Program Manager.** The person, designated by the Director, responsible for administering and supervising particular lands, facilities, and staff that are under the jurisdiction of the Department. (3-7-03)
- 1821. Standard Amenities.** Campsite with no serviced amenities. (3-30-06)
- 1922. Serviced Amenities.** Serviced campsite amenities includes water, electricity, or sewer. (3-30-06)
- 2023. Primary Season.** The time of the year when the majority of use occurs at a park facility. (3-7-03)
- 24. Statewide Annual Passport.** A sticker that allows a single motor vehicle to enter Idaho State Parks without being charged a motor vehicle entrance fee. ( )
- a.** The Annual Motor Vehicle Entrance Fee sticker expires December 31 of the year issued.
- b.** The Annual Motor Vehicle Entrance Fee sticker may be purchased at any Idaho State Park, the Idaho Department of Parks and Recreation central or regional offices, or online. ( )

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- c. Automobiles, Trucks, Motorhomes: The sticker must be permanently affixed on the lower corner of the driver's side windshield. ( )
- d. All Terrain Vehicles (ATVs), Utility Type Vehicles (UTVs), Specialty Off-Highway Vehicle (SOHVs): The sticker must be permanently affixed on the rear fender. ( )
- e. Motorbikes: The sticker must be permanently affixed on the rider's right fork. ( )
- f. Snowmobiles: The sticker must be permanently affixed to the right side of the cowling located just below the hood, to the right of the registration sticker. It must be visible and legible at all times. ( )

**25. Statewide Annual Passport Replacement.** Replacement due to a motor vehicle sale or damage to an existing annual motor vehicle entrance fee sticker. ( )

- a. The applicant must apply at any Idaho state park, at the Idaho Department of Parks and Recreation central or regional offices, or online for the replacement sticker. ( )
- b. Proof of purchase must be established. ( )
- c. The display and placement of the replacement sticker will comply with Section 24 c, d, e, and f. ( )

**2126. Vessel.** Every description of watercraft, including a seaplane on the water, used or capable of being used as a means of transportation on water, but not including float houses, diver's aids operated and designed primarily to propel a diver below the surface of the water, and non-motorized devices not designed or modified to be used as a means of transportation on the water such as inflatable air mattresses, single inner tubes, and beach and water toys as defined in section 67-7003(22), Idaho Code. (3-7-03)

**2227. Vessel Length.** The distance measured at the centerline at the highest point above the waterline from the fore-part of the outer hull at the bow to the aft-part of the outer hull at the stern, excepting any bowsprits, railings or extraneous or additional equipment. (3-13-97)

**011. -- 074. (RESERVED).**

**075. AUTHORITY CONFERRABLE ON EMPLOYEES - ENFORCEMENT.**

**01. Director Authority.** The Director may, pursuant to Section 67-4239, Idaho Code, authorize any employee of the Department to exercise any power granted to, or perform any duty imposed upon the Director. (3-7-03)

**02. Park Manager Authority.** The park manager or designee may establish and enforce all rules, including interim rules. Interim rules shall apply to the public safety, use, and enjoyment or protection of natural, cultural, or other resources within lands administered by the Department. Those rules shall be posted for public view and shall be consistent with established state laws and these rules. Interim rules shall expire in one hundred twenty (120) days from the established effective date unless approved by the Board. (3-30-06)

**076. -- 099. (RESERVED).**

**100. PENALTIES FOR VIOLATIONS.**

Failure of any person, persons, partnership, corporation, concessionaire, association, society, or any fraternal, social or other organized groups to comply with these rules shall constitute an infraction. (3-30-06)

**01. Civil Claim.** The penalty established in Section 100 of this chapter shall not prevent the Department from filing a civil claim against a violator to collect damages incurred to lands, resources, or facilities administered by the Department. (3-13-97)

**02. Violators.** In addition to the penalty provided in Section 100 of this chapter, or any other existing laws of the state of Idaho, any person failing to comply with any section of these rules or federal, state, or local laws, rules, or ordinances applicable under the circumstances, shall be a trespasser upon state land and subject to expulsion from any state park area for a period of time not less than forty-eight (48) hours. (3-7-03)

**101. -- 124. (RESERVED).**

**125. PRESERVATION OF PUBLIC PROPERTY.**

The destruction, injury, defacement, removal, or disturbance in or of any public building, sign, equipment, monument, statue, marker, or any other structures; or of any tree, flower, or other vegetation; or of any cultural artifact or any other public property of any kind, is prohibited unless authorized by the park manager of a specific area. (3-30-06)

**126. -- 149. (RESERVED).**

**150. USE OF MOTORIZED VEHICLES.**

All motorized vehicles shall stay on authorized established Department roadways or parking areas except for trails and areas which are clearly identified by signs for off-road use. Drivers and vehicles operated within lands administered by the Department shall be licensed or certified as required under state law. The operators of all vehicles shall comply with the day use fee requirements, speed and traffic rules of the Department, and all other federal, state, local laws, and ordinances governing traffic on public roads. (3-30-06)

**01. Use of Parking Spaces for Persons with a Disability.** Special zones and parking spaces within state parks are designated and signed for exclusive use by vehicles displaying a special license plate or card denoting legal handicap status as provided in Section 49-213, Idaho Code. (3-7-03)

**02. Overdriving Road Conditions and Speeding Prohibited.** No person shall drive a vehicle at a speed greater than the posted speed or a reasonable and prudent speed under the conditions, whichever is less. Every person shall drive at a safe and appropriate speed when traveling on park roads, in congested areas, when pedestrians or bicyclists are present, or by reason of weather or hazardous highway conditions as provided in Section 49-654, Idaho Code. (3-7-03)

**03. Motorcycle and ATV Safety Helmets.** Persons under eighteen (18) years of age shall wear a protective safety helmet when riding upon a motorcycle or an all-terrain vehicle as operator or passenger as provided in Section 49-666, Idaho Code. (3-30-06)

**04. Snowmobile Operation Limited.** No person shall operate a snowmobile on any regularly plowed park road unless authorized by park manager or designee. Access on non-plowed roads and trails shall only be permitted when authorized by the park manager. (3-30-06)

**05. Compliance with Posted Regulatory Signs Required.** Persons operating vehicles within state parks are required to obey posted regulatory signs as provided in Section 49-807, Idaho Code. (3-7-03)

**06. Obedience to Traffic Direction Required.** No person shall willfully fail or refuse to comply with any lawful order or directions of any park employee invested with authority to direct, control or regulate traffic within a state park. (3-30-01)

**07. Restrictions.** The operation of motorized vehicles within a designated campground is restricted to ingress and egress to a campsite or other in-park destination by the most direct route. (3-30-06)

**08. Official Use.** This rule does not prohibit official use of motorized vehicles by Department employees anywhere within lands administered by the Department. (1-1-94)

**151. PARKING VIOLATIONS**

01. No person shall stop, stand, or park a motor vehicle or trailer anywhere within land or facilities administered by the Department unless proof of payment of all required fees or other lawful authorization for entry is plainly visible and properly displayed. ( )

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02. No person shall stop, stand, or park a motor vehicle within designated campgrounds unless proof of payment of the applicable campsite fees as set forth in Section 250 of this chapter is plainly visible and properly displayed on either the lower windshield or dashboard of the driver's side of the vehicle. ( )

03. Except for authorized campers, no person shall stop, stand, park, or leave a motor vehicle or trailer unattended outside day use hours unless the motor vehicle or trailer is in a designated overnight use area and proof of payment of the overnight-use fee is plainly visible and properly displayed. ( )

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04. Any person stopping, standing, or parking a motor vehicle or trailer without payment of all required fees is subject to the fee collection surcharge as provided in Section 225.06 of this chapter. ( )

05. Citations for violations of this Section may be issued to the operator of the motor vehicle. If the operator cannot be readily identified, the citation may be issued to the registered owner or lessee of the motor vehicle, subject to the provisions of Section 67-4247, Idaho Code. ( )

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~~151~~152. -- 174. (RESERVED).

#### 175. PUBLIC BEHAVIOR.

**01. Resisting and Obstructing a Park Employee Prohibited.** Persons shall not willfully resist, delay, obstruct, or interfere with any park employee in his duties to protect the state's resources and facilities and to provide a safe place to recreate. (3-30-01)

**02. Day Use.** Between the hours of 10:00 p.m. and 7:00 a.m., unless otherwise posted, all persons not registered for the night or attending park-sponsored activities are to leave the park. (3-30-06)

**03. Quiet Hours.** Within lands administered by the Department, the hours between 10:00 p.m. and 7:00 a.m. shall be considered quiet hours unless otherwise posted. During that time, users are restricted from the production of noise that may be disturbing to other users. (1-1-94)

**04. Noise.** Amplified sound, poorly muffled vehicles, loud conduct or loud equipment are prohibited within lands administered by the Department, except in designated areas or by authority of the park manager. (1-1-94)

**05. Alcohol.** State laws regulating alcoholic beverages and public drunkenness shall be enforced within lands administered by the Department. (3-30-01)

**06. Littering.** Littering is prohibited within lands administered by the Department. (1-1-94)

**07. Smoking.** State Park facilities are designated as "smoke free" areas. Persons shall not smoke within park structures or at posted outdoor areas. (3-30-01)

176. -- 199. (RESERVED).

#### 200. CAMPING.

**01. Occupancy.** Camping shall be permitted only in designated campsites, areas, or facilities. A campsite or facility will be determined occupied only after the required camping fees have been paid and registration information completed. Unique circumstances may arise, and specific sites or facilities by virtue of design may require exceptions to the capacity limits outlined below. (3-30-06)

**02. Self Registration.** In those areas so posted, campers shall register themselves for the use of campsites and facilities, paying the appropriate fees as provided for herein and in accordance with all posted instructions. (3-30-06)

**03. Length of Stay.** Except as provided herein, no person, party or organization may be permitted to camp on any lands administered by the Department for more than fifteen (15) days in any thirty (30) consecutive day period. This applies to both reservation and "first come first served" customers. The IDPR Operations Division Administrator or designee may authorize shorter or longer periods for any individual area. (3-30-06)

**04. Registration Required.** All camping fees must be paid and registration information completed prior to occupying a campsite or facility. Saving or holding campsites or facilities for individuals not physically present at the time of registration for "first come first served" camping is prohibited. (3-30-06)

**05. Condition of Campsite.** Campers shall keep their individual or group campsite or facility and other use areas clean. (3-30-06)

**06. Liquid Waste Disposal.** All gray water and sewage wastes shall be held in self-contained units or collected in water-tight receptacles in compliance with state adopted standards and dumped in sanitary facilities provided for the disposal of such wastes. (3-30-01)

**07. Motorized Equipment.** No generators or other motorized equipment emitting sound and exhaust are permitted to be operated during quiet hours. (7-1-93)

**08. Campsite Parking.** All motorized wheeled vehicles and trailers shall fit entirely within the campsite parking pad/area provided with the assigned individual or group campsite or facility. All equipment that does not fit entirely within the designated campsite parking area shall be parked at another location within the campground, or outside the campground, as may be designated by the park manager or designee. If no outside parking is available, the park manager or designee may require the party to register on a second campsite, if available. (3-30-06)

**09. Equipment.** All camping equipment and personal belongings of a camper shall be maintained within the assigned individual or group campsite or facility perimeter. (3-30-06)

**10. Check Out.** (3-30-06)

**a.** Campsite. Campers are required to check out and leave a clean individual or group campsite by 1:00 p.m. of the day following the last paid night of camping. (3-30-06)

**b.** Facility. Campers are required to check out and leave a clean individual or group camping facility by 12:00 p.m. (noon) of the day following the last paid night of camping. (3-30-06)

**11. Visitors.** Individuals visiting campers shall park in designated areas, except with permission of the park manager or designee. Visitors shall conform to established day use hours and day use fee requirements. (3-30-06)

**12. Responsible Party.** The individual purchasing an individual or group campsite or facility is responsible for ensuring compliance with the rules within this chapter. (3-30-06)

**13. Camping Prohibited.** Camping in individual or group facility sites is prohibited unless in areas specifically designated for camping or by authorization of the park manager or designee. (3-30-06)

## **201. BOATING FACILITIES.**

The provisions of this section do not apply to Department-operated marinas which provide moorage on a lease or long-term rental basis. (3-7-03)

**01. Moorage and Use of Marine Facilities.** No person or persons shall moor or berth a vessel of any type in a Department-owned or operated park or marine area that is signed for other use. Vessel moorage shall be limited to no more than fifteen (15) days in any consecutive thirty (30) day period. (3-30-06)

**02. Moorage Fees.** Vessels moored between 10:00 p.m. and 7:00 a.m. at designated facilities shall be charged an overnight moorage fee. (3-30-06)

**03. Use of Onshore Campsites.** If any person or persons from a vessel moored at a Department boating facility also occupies any designated campsite onshore, the appropriate established fee for such campsite(s)



shall be paid in addition to any moorage fee provided herein.

(3-13-97)

**04. Self-Registration.** In those areas so posted, boaters shall register themselves for the use of marine facilities and onshore campsites, paying the appropriate moorage and campsite fees as provided for herein and in accordance with all posted instructions.

(3-13-97)

## **202. OVERNIGHT USE**

( )

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**01. Occupancy.** Overnight use shall be permitted only in designated areas. Overnight use is only allowed after all required fees have been paid, registration information completed, and all permits properly displayed.

( )

**02. Overnight Use Fees.** Motor vehicles or trailers not associated with campers between 10:00 p.m. and 7:00 a.m. at designated facilities shall be charged an overnight use fee.

( )

**03. Self Registration.** In those areas so posted, overnight users shall register themselves for the use of overnight use areas, paying the appropriate fees as provided for herein and in accordance with all posted instructions.

( )

**04. Length of Stay.** Except as provided herein, no person, party, or organization may be permitted to utilize overnight use areas on any lands administered by the Department for more than fifteen (15) days in any thirty (30) consecutive-day period. This applies to both reservation and "first come first served" customers. The IDPR Director or designee may authorize shorter or longer periods for any individual area.

( )

**05. Registration Required.** All required fees must be paid, registration information completed, and all permits properly displayed prior to occupying an overnight use area.

( )

**06. Check Out.** Overnight users are required to check out by 1:00 p.m. of the day following the last paid overnight of use.

( )

**07. Responsible Party.** The individual purchasing an overnight use permit or the registered owner of the motor vehicle or trailer is responsible for ensuring compliance with the rules within this chapter.

( )

**08. Overnight Use Prohibited.** Overnight use is prohibited except in areas specifically designated for overnight use or by authorization of the park manager or designee.

( )

~~202~~203. -- 224. (RESERVED).

## **225. FEES AND SERVICES.**

### **01. Authority.**

(3-13-97)

**a.** The Board shall adopt fees for the use of lands, facilities, and equipment. Visitors shall pay all applicable fees.

(3-7-03)

**b.** Park managers or designees may set fees for goods available for resale and services provided by staff that enhance the users experience unique to the individual park. Fees for lands, facilities and equipment unique to an individual park will be posted at that site.

(3-7-03)

**02. General Provisions.** All fees in this chapter are maximum fees unless otherwise stated. Actual fees charged shall be established by Board Policy.

(3-7-03)

**03. Camping.** Camping fees include the right to use designated campsites and facilities for the period camp fees are paid. Utilities and facilities may be restricted by weather or other factors.

(3-16-04)

**04. Group Use.**

(7-1-93)

a. Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall obtain a permit. Permits may be issued after arrangements have been made for proper sanitation, population density limitations, safety of persons and property, and regulation of traffic. (3-30-06)

b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) to one thousand (1,000) may be approved by the Director with forty-five (45) days advance notice. Groups over one thousand (1,000) may be approved by the Board with sixty (60) days advance notice. The Director may approve groups over one thousand (1,000) with thirty (30) days advance notice, if they are repeat users. (1-1-94)

c. The day use fee may be charged to groups entering a designated area for a noncamping visit. (3-30-06)

**05. Fees and Deposits.** Fees and deposits may be required for certain uses or the reservation of certain facilities unique to an individual park and will be posted at that site. (3-30-06)

**06. Fee Collection Surcharge.** A ten dollar (\$10) surcharge may be added to all established fees when the operator of a motorized vehicle or responsible party of a camping unit fails to pay required fees prior to entering a park area or occupying a campsite. If the surcharge is assessed, and the operator of the vehicle or responsible party is not present, all required fees in addition to the ten dollar (\$10) surcharge will be assessed against the registered owner of the motorized vehicle or camping unit. (4-7-11)

**07. Admission Fees.** A maximum per-person fee of ten dollars (\$10) may be charged for internal park facilities which provide an educational opportunity or require special accommodations. (3-10-00)

**08. Cooperative Fee Programs.** The Department may collect and disperse fees in cooperation with fee programs of other state and federal agencies. (3-10-00)

**09. Encroachment Permit Application Fees.** The Department may assess an encroachment application fee as set by the Board to cover administrative costs incurred by the Department in reviewing the application and the site and preparing the appropriate agreement(s). ( )

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226. -- 249. (RESERVED).

**250. FEE SCHEDULE.**

**01. Campsites.**

CAMPSITE FEE TABLE	
<b>Primitive Campsite</b> No amenities at site, camping area not defined	\$13/day
<b>Standard Campsite</b> Any defined campsite, either tent pad or RV pad/area (may include: table and/or grill)	\$16/day
<b>Serviced Campsite/ W</b> Any defined campsite, either tent pad or RV pad/area, with water at site (may include: table and/or grill)	\$20/day

<b>Serviced Campsite/ E</b> Any defined campsite, either tent pad or RV pad/area, with electricity at site (may include: table and/or grill)	\$20/day
<b>Serviced Campsite/ W, E</b> Any defined campsite, either tent pad or RV pad/area, with water and electricity at site (may include table and/or grill)	\$24/day
<b>Serviced Campsite/ W, E, SWR</b> Any defined campsite, either tent pad or RV pad/area, with water, electricity, and sewer at site (may include table and/or grill)	\$26/day
<b>Companion Campsite</b> May be any campsite type, regardless of amenities, that has greater equipment/people capacity (may include table and/or grill) Fee determined by actual site type.	Site type multiplied by two (2)
<b>Amenity Fee for Central Water</b> Applies to "Standard" campsites in campgrounds with a central water supply. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
<b>Amenity Fee for Flush-Toilets/Showers</b> Applies to "Standard" campsites in campgrounds with Flush-Toilets/Showers. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
<b>Use of Campground Showers by Non-campers</b>	\$3/person
<b>Overnight Use Fee - Applies to non-campers leaving a vehicle unattended on park property overnight.</b>	\$10/night
<b>Limited Income Discount</b> Idaho residents showing proof of limited income (Medicaid card or other evidence approved by the Board) may receive a camping fee discount of:	\$4/day
<b>Resident Disabled Idaho Veterans</b> Campsite fees are waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	
<b>Senior Citizen Discount</b> Pursuant to Section 67-4223, Idaho Code, and at the discretion of the Director, IDPR may provide, at selected under utilized locations and times, a senior citizen discount:	Maximum 50% of RV camping fee
<b>Extra Vehicle Charge</b>	\$8/day
<b>Camping Cabins and Yurts</b>	\$150/night
Each additional person above the sleeping capacity of camping cabin or yurt	\$12/night

(4-7-11)

**02. Reservation Service Fees, Individual Campsite or Facility.** A non-refundable non-transferable (from one (1) party to another) service charge of ten dollars (\$10) may be assessed for each individual campsite or facility reserved. This fee will be waived for campers with a current Idaho RV registration sticker and reimbursed to the Department by the RV Program. A service charge of ten dollars (\$10) or the first night's fee, whichever is less, will be assessed for the cancellation or modification of each individual campsite or facility reserved that involves reducing the planned length of stay or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window) if notice is received more than twenty-four (24) hours in advance of the

scheduled arrival time. Cancellations or modifications made less than twenty-four (24) hours in advance of the scheduled arrival time shall result in assessment of a ten dollar (\$10) service charge and may require the forfeiture of the first night's camping fee. Modifications that change the original stay so that no part of the new stay includes part of the original stay are to be considered a cancellation and a re-book will be required. (3-30-06)

**03. Day Use Fee.**

DAY USE FEE TABLE	
<b>Daily charge per motorized vehicle.</b> The day use fee expires at 10:00 p.m. on date of purchase or as posted. Overnight camping guests are exempt from this fee.	\$5
<b>Daily charge per commercial motor coach</b> (no annual pass available)	\$25
<b>Statewide Annual State Park Passport</b> per motorized vehicle	\$40
<b>Statewide Annual State Park Passport Replacement</b> per motorized vehicle	\$5
<b>Disabled Idaho Resident Veterans</b> The day use fee is waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	
<b>Second Vehicle Annual Passport.</b>	\$15

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**04. Special Charges.** The cost to the agency for returned checks will be passed on to the issuer of the insufficient funds check. (3-7-03)

**05. Group Facility Fees.** Reservation service fee, designated group campground or facility. (3-30-06)

**a.** A non-refundable, non-transferable (from one (1) party to another) service charge of twenty-five dollars (\$25) will be assessed per designated group area or facility reserved. This fee will be charged in addition to the usage fees for each group or campsite or facility. (3-30-06)

**b.** Groups using overnight facilities shall be charged three dollars (\$3) per person per night camping fees for each individual above the authorized base occupancy rate for the specific site or facility. (3-30-06)

**c.** Cleaning/damage deposits may be required for certain facilities. Where cleaning/damage deposits are required, they shall be paid prior to check-in. Cleaning/damage deposits shall be fully refunded if the facility is left in the same condition in which it was accepted. (3-30-06)

**d.** Group use fees for day use facilities may be negotiated by the park manager or designee and will generally not fall below the cost of providing services. (3-30-06)

**06. Boating Facilities.**

BOATING FACILITIES FEE TABLE	
<b>Vessel launching</b> (per vessel/per day) Annual park passport or day use fee apply toward vessel launching fees	\$5/day



<b>Overnight moorage</b> - any length of vessel. Applicable to persons who have paid for a park campsite and are not camping on the vessel	\$9/night
<b>Overnight moorage</b> - persons camping on vessel Any length vessel Any length vessel moored at buoy	\$10/night \$9/night

(4-7-11)

**07. Modification of Fees.** Additional fees or deposits may be required for certain uses or for the reservation of certain facilities. The Department reserves the right to waive or reduce fees and charges for Department sponsored promotions. (7-1-93)

**08. Sales Tax.** Applicable sales tax may be added to all sales excluding the day use fee. (3-30-06)

**09. Length of Stay.** Fifteen (15) days in any consecutive thirty (30) day period. (3-30-06)

**10. Winter Access ~~Nordic Ski Grooming~~ Program Fee.** A fee of four dollars (\$4) per person per day and thirty-five dollars (\$35) per family per season will be required at Board-approved premium ~~Nordic-ski grooming~~winter access program locations. These programs may include maintained parking areas, warming facilities, winter accessible restroom facilities, regularly groomed ~~ski~~-trails, extensive signing, trail mapping, and ski patrol services. (3-16-04)

**251. -- 274. (RESERVED).**

## **275. CRITERIA FOR INDIVIDUAL CAMPSITE, CAMPING CABIN, AND YURT RESERVATIONS.**

**01. Confirmation Requirements.** (3-30-06)

**a.** Confirmation of an Individual Campsite or Facility Reservation. Full payment of all appropriate camping and related service fees shall be made before a reservation is confirmed. (3-30-06)

**b.** Confirmation of a Designated Group Campground or Facility Reservation. (3-30-06)

**i.** Payment of the first night or daily base rate fee for a group facility and all related service fees shall be made before a reservation is confirmed. (3-30-06)

**ii.** Payment of all camping and related service fees applicable for each campsite or facility reserved within a group campground must be paid at the time of booking before a reservation is confirmed. (3-30-06)

**02. Individual Campsite and Facility Reservations.** Reservations for individual campsites and facilities shall be managed in accordance with rules promulgated by the Idaho Park and Recreation Board. (3-30-06)

**03. Reservation Modifications.** Individual and group campsite(s) or facilities. A reservation service fee will be assessed for any modification to a previously made reservation that involves reducing the planned length of stay, or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window). With the exception of the reservation service fees as defined in Subsection 250.02, any overpaid fees will be reimbursed at the time the reservation is modified. (3-30-06)

**04. Reservation Cancellations.** (3-7-03)

**a.** Individual Site or Facility. A reservation service fee will be assessed for the cancellation of a reservation. This service fee will be assessed for each campsite or facility involved. If the customer cancels after the scheduled arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time shall

the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-30-06)

b. Park Board Designated Special Use Campsites and Facilities~~Group Campsite or Facility~~. A reservation service fee will be assessed for the cancellation of a reservation. If a cancellation for a group facility occurs ~~fewer than~~ twenty-one (21) or fewer calendar days prior to arrival, the customer forfeits the first night or daily facility usage fees (base rate). If a cancellation for a group facility occurs more than twenty-one (21) ~~or more~~ calendar days prior to arrival, a cancellation charge of fifty dollars (\$50.00) will be assessed. If the customer cancels after the arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time shall the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. An individual site cancellation fee applies to each campsite in a group campground. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-30-06)

05. **Park Manager Authority.** The park manager or designee may deny entry to, or reservation of, any Department unit, campsite, or facility, to any individual whose prior documented behavior has violated Department rules or whose in-park activities are incompatible with the park's operation. (3-30-06)

276. -- 299. (RESERVED).

#### 300. RESERVING GROUP USE FACILITIES.

01. **General.** Unless otherwise provided, designated group use facilities and areas may be reserved through the reservation system up to nine (9) months in advance but at least two (2) days prior to the date of arrival. (3-30-06)

02. **Responsible Party.** A designated group leader shall be responsible for all facilities. A damage or cleaning deposit may be required by the park manager or designee as a condition of reservation. (3-7-03)

03. **Park Manager Authority.** The park manager or designee may deny entry to, or reservation of any Department unit, campsite, or facility, to any group whose prior documented behavior has violated Department rules, whose in-park activities are incompatible with the park's operation, or whose in-park activity will violate Department rules. (3-30-06)

04. **Additional Information.** Additional information concerning group use reservations and definitions can be found in Subsection 250.05 of this chapter. (3-30-06)

301. -- 399. (RESERVED).

#### 400. PARK CAPACITIES.

Where applicable, park managers may limit or deny access to an area whenever it has reached its designated capacity. Only if special arrangements for the public welfare have been made may the park manager allow that capacity to be exceeded. (3-30-06)

#### 401. OPERATIONAL GUIDELINES FOR NON-TRADITIONAL RECREATIONAL ACTIVITIES.

Non-traditional recreational activities such as model airplane/glider operations, geo-caching, gold panning and metal detecting may be authorized by the Park Manager or his designee, if such activities do not interfere with traditional uses of the park and are consistent with preservation of park resources. (4-2-08)

402. -- 449. (RESERVED).

#### 450. WATERFRONT AREA RESTRICTIONS.

01. **Swimming.** Swimming or water contact shall be at an individual's own risk. (3-7-03)

**02. Restrictions on Designated Beaches.** No glass containers or pets are allowed on designated beaches or swim areas. (3-7-03)

**03. Restricted Areas.** Vessels shall remain clear of designated beaches and other areas signed and buoyed for public safety. (3-7-03)

**04. Ramps and Docks.** The use of docks located next to boat ramps is limited to the active launching and loading of boats. (3-7-03)

**05. Compliance with Laws.** Vessels operating on public waters administered by the Department shall fully comply with the Idaho Safe Boating Act, Title 67, Chapters 70 and the Marine Sewage Disposal Act, Title 67, Chapter 75, Idaho Code and the rules promulgated thereunder. The director may establish rules prohibiting the use of boat motors or to limit the horsepower capacity on those vessels operating on waters administered by the Department. (3-7-03)

**451. -- 474. (RESERVED).**

**475. PETS.**  
Pets are allowed within lands administered by the Department only if confined or controlled on a leash not longer than six (6) feet in length. No person may allow their pet to create a disturbance which might be bothersome to other users. Excepting persons with disabilities who are assisted by guide animals, no person may permit their pet animals to enter or remain on any swim area or beach. Pet owners shall be responsible to clean up after their animals. Pets may not be left unattended. Areas for exercising pets off leash may be designated by the park manager or designee. Department employees may impound or remove any stray or unattended animals at the owner's expense. (3-7-03)

**476. -- 499. (RESERVED).**

**500. LIVESTOCK.**  
Grazing of livestock is not permitted within lands administered by the Department. Exceptions may be made by the board for grazing permits or otherwise permitting the use of lands administered by the Department for livestock. The use of saddle or other recreational livestock is prohibited on trails, roadways, and other areas unless designated through signing for that purpose or with permission of the park manager or designee. (3-7-03)

**501. -- 524. (RESERVED).**

**525. FIRES.**  
The use of fires shall be restricted to fire circles, grills or other places otherwise designated by the park manager. All fires shall be kept under control at all times, and shall be extinguished before checking out of the campsite or whenever fire is left unattended. Areas may be closed to open fires during extreme fire danger. (3-13-97)

**526. -- 549. (RESERVED).**

**550. FIREWORKS.**  
No person may use fireworks of any kind within lands administered by the Department, except under special permit issued by the director for exhibition purposes, and then only by persons designated by the director. (1-1-94)

**551. -- 574. (RESERVED).**

**575. PROTECTION OF WILDLIFE.**  
All molesting, injuring, or killing of any wild creature is strictly prohibited, except as provided by action of the Board and as established in Board Policy. Persons in possession of wildlife, which may be legally taken within state park boundaries, shall comply with Idaho Fish and Game rules. (3-7-03)

**576. PROTECTION OF HISTORICAL, CULTURAL AND NATURAL RESOURCES.**  
The digging, destruction or removal of historical, cultural or natural resources is prohibited. Collection for scientific

and educational purposes will be through written permission of the park manager or designee only. (3-30-06)

**01. Spreading of Human Ashes.** Human ashes may be spread on lands owned by the Idaho Department of Parks and Recreation. The exact location must be pre-approved by the Park Manager or designee. Ashes may not be spread in the water within a state park. (4-2-08)

**02. Land-Use Restrictions.** The spreading of human ashes will not restrict the use of Department land from future development. The Department does not assign or convey any rights or restrictions by allowing the placement of ashes on the land, and there are no restrictions in the ability of the landowner to operate, develop, or otherwise use the land at their sole discretion without any obligation associated with the placement of ashes on the land. (4-2-08)

**577. -- 599. (RESERVED).**

**600. PERSONAL SAFETY, FIREARMS.**

No person may purposefully or negligently endanger the life of any person or creature within any land administered by the Department. No person may discharge firearms or other projectile firing devices within any lands administered by the Department, except in the lawful defense of person, persons, or property or in the course of lawful hunting, or for exhibition or at designated ranges as authorized by the Director. (3-29-10)

**601. -- 624. (RESERVED).**

**625. ADVERTISEMENTS/PROMOTIONS/DEMONSTRATIONS.**

**01. Printed Material.** Public notices, public announcements, advertisements, or other printed matter shall only be posted or distributed in a special area approved by the park manager or designee. (3-30-06)

**02. Political Advertising.** Political advertising is strictly prohibited within any lands administered by the Department. (3-30-06)

**03. Demonstrations.** Public demonstrations are limited to areas approved by the park manager and subject to an approved permit issued after arrangements for sanitation, population density limitations, safety of persons and property, and regulation of traffic are made. (3-30-06)

**626. -- 649. (RESERVED).**

**650. AUTHORIZED OPERATIONS.**

No person, firm, or corporation may operate any concession, business, or enterprise within lands administered by the Department without written permission or permit from the board. No person(s), partnership, corporation, association or other organized groups may: (1-1-94)

**01. Beg or Solicit for Any Purpose.** (7-1-93)

**02. Game or Operate a Gaming Device of Any Nature.** (7-1-93)

**03. Abandon Any Property.** Leaving property on Department lands is prohibited unless registered in a campsite or permitted by the park manager or designee. Property left on Department lands for more than twenty-four (24) hours will be removed at the owner's expense. (3-7-03)

**04. Discriminate.** Discriminate in any manner against any person or persons because of race, color, national origin, religion, gender, age or disability within lands administered by the Department. (1-1-94)

**651. -- 674. (RESERVED).**

**675. DEPARTMENT RESPONSIBILITY.**

The Department is not responsible for damage to, or theft of personal property within lands administered by the



Department. All visitors use facilities and areas at their own risk.

(1-1-94)

676. -- 999. (RESERVED).

DRAFT

☐ IDAPA RULE                      ☐ IDAPA FEE                      **X BOARD ACTION REQUIRED**  
☐ BOARD POLICY                      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **IDAPA Temporary and Proposed Rules  
for the Idaho Passport Program**

**ACTION REQUIRED:**                      **Board Action Required**

**PRESENTER:**                      **Dave Ricks, Deputy Director**

**PRESENTATION**

**BACKGROUND INFORMATION:**

On Tuesday, March 6, 2012, Governor Otter signed in law House Bill 446, the Idaho Parks Passport Program. A vote of 67-0-3 in the House and 33-0-1 in the Senate is a clear indication of the overwhelming support the members of this Legislative Session have for this program. The effective date of H446 is 07-01-12.

Briefly, the concept is to offer the citizens of Idaho an opportunity to purchase an Idaho State Parks Passport sticker for an Opt-In price of \$10 per year. This Opt-In purchase takes place when the vehicle is registered or registration is renewed. The effective date of July 1, 2012, affords a lead-in time period of several months for the staff of IDPR and ITD/DMV to work to bring about the successful implementation of this program and have it effective for customer-use on January 1, 2013. Revenue generation from this Idaho Parks Passport Program could be substantial.

For implementation of the Idaho Passport Program some changes will be needed to IDAPA 26, Title 01, Chapter 20. The Idaho State Parks annual passport sticker, still a viable option for \$40 per calendar year, will be available to customers, primarily out-of-state customers. The current second Idaho State Parks annual passport sticker for \$15 will be eliminated.

The changes in the attached IDAPA document which is identified as IDPR Passport Rule Changes – Temporary and Proposed are exclusive to the implementation of the Idaho Passport Program. Department-recommended changes found in the attached documents are delineated in the following areas:

- Definitions
- Fee Schedule
- Use of Motor Vehicles

Globally, changes to IDAPA 26, Title 01, Chapter 20 include the following terms:

- “Motorized” has, in most circumstances, been changed to “motor” vehicle.
- “Motor Vehicle Entrance Fee” or “MVEF” replaces “Day Use Fee” as it pertains to the fee paid to enter an Idaho state park.
- “Required” (as in: All required fees) has been used to provide flexibility when referring to multiple fees associated with a specific purpose.

Additionally, the terms and definitions have been established to provide a clear distinction between the annual stickers sold by IDPR and those sold by ITD/DMV. The IDPR Annual Passport sticker will be referred to as the **Annual Motor Vehicle Entrance Fee** sticker; **Idaho State Parks Passport** will be established as the new ITD/DMV sticker.

#### **STAFF RECOMMENDATIONS:**

Department Staff recommend that the Board approve the Temporary rule changes to the attached IDAPA document identified as IDPR Passport Rule Changes – Temporary + Proposed for the Idaho Parks Passport Program thus enabling IDPR to proceed with the preparation to implement this revenue generating plan after approval by the Division of Financial Management. This approval and adoption would be for an implementation date in conjunction with ITD’s implementation portion of our Passport Program estimated at this time to be the fall of 2012.

Department Staff further recommend that the Board approve and adopt the Proposed rule changes to the same attached IDAPA document to provide the authority for IDPR to proceed and to enable IDPR to carry this program forward with the next legislative session.

IDPR Passport Rule Changes – Temporary + Proposed

**IDAPA 26  
TITLE 01  
CHAPTER 20**

**26.01.20 - RULES GOVERNING THE ADMINISTRATION OF PARK  
AND RECREATION AREAS AND FACILITIES**

**000. LEGAL AUTHORITY.**

The Idaho Park and Recreation Board is authorized under Section 67-4223, Idaho Code, to adopt, amend, or rescind rules as may be necessary for the proper administration of Chapter 42, Title 67, Idaho Code, and the use and protection of lands and facilities subject to its jurisdiction. (1-1-94)

**001. TITLE AND SCOPE.**

**01. Title.** The title of this chapter shall be cited in full as Idaho Department of Parks and Recreation Rules, IDAPA 26.01.20, "Rules Governing the Administration of Park and Recreation Areas and Facilities." (1-1-94)

**02. Scope.** This chapter establishes fees for and rules governing the use of lands and facilities administered by the Department, and establishes procedures for obtaining individual and group use reservations. (3-13-97)

**002. WRITTEN INTERPRETATIONS.**

This agency has written interpretations of these rules, in the form of explanatory comments accompanying the notice of proposed rulemaking that originally proposed the rules, or documentation of compliance with IDAPA 26.01.01.150, "Rules of Administrative Procedure of the Idaho Park and Recreation Board." These documents are available for public inspection and copying in the central office of the agency. (3-13-97)

**003. APPEALS.**

Any person who may be adversely affected by a final decision, ruling, or direction of the director may appeal the decision, ruling, or direction as outlined under IDAPA 26.01.01.250, "Rules of Administrative Procedure of the Idaho Park and Recreation Board." (1-1-94)

**004. INCORPORATION BY REFERENCE.**

No documents have been incorporated by reference into these rules. (3-16-04)

**005. OFFICE -- OFFICE HOURS -- MAILING ADDRESS AND STREET ADDRESS.**

**01. Office Hours.** Office hours are 8:00 a.m. to 5:00 p.m., Mountain Time, Monday through Friday, except holidays designated by the state of Idaho. (3-30-06)

**02. Mailing Address.** The mailing address for the central office is Idaho Department of Parks and Recreation, PO Box 83720, Boise, ID 83720-0065. (3-16-04)

**03. Street Address.** The office of the Idaho Department of Parks and Recreation is located at 5657 Warm Springs Ave., Boise, ID 83716. (3-16-04)

**006. PUBLIC RECORDS ACT COMPLIANCE.**

Any records associated with these rules are subject to the provisions of the Idaho Public Records Act, Title 9, Chapter 1, Idaho Code. (3-16-04)

**007. -- 009. (RESERVED).**



**010. DEFINITIONS.**

As used in this chapter:

(1-1-94)

**01. ADA Campsites and Facilities.**

(3-30-06)

a. ADA Designated Campsites. A reservable ADA campsite may only be reserved and occupied by a party that can provide proof of disability upon arrival. If not reserved after 6:00 p.m. and no other non-ADA designated sites of the same site type are available, the site would be available for one (1) night.

(3-30-06)

b. ADA Accessible Facilities. IDPR offers some facilities that provide for ADA accessibility. These facilities are not managed exclusively for ADA use.

(3-30-06)

**02. Annual Motor Vehicle Entrance Fee.** A sticker that allows a single motor vehicle to enter Idaho State Parks without being charged a motor vehicle entrance fee.

( )

a. The Annual Motor Vehicle Entrance Fee sticker expires December 31 of the year issued.

( )

b. The Annual Motor Vehicle Entrance Fee sticker may be purchased at any Idaho State Park, the Idaho Department of Parks and Recreation central or regional offices, or online.

( )

c. Automobiles, Trucks, Motorhomes: The sticker must be permanently affixed on the lower corner of the driver's side windshield.

( )

d. All Terrain Vehicles (ATVs), Utility Type Vehicles (UTVs), Specialty Off-Highway Vehicle (SOHVs): The sticker must be permanently affixed on the rear fender.

( )

e. Motorbikes: The sticker must be permanently affixed on the rider's right fork.

( )

f. Snowmobiles: The sticker must be permanently affixed to the right side of the cowling located just below the hood, to the right of the registration sticker. It must be visible and legible at all times.

( )

**03. Annual Motor Vehicle Entrance Fee Replacement.** Replacement due to a motor vehicle sale or damage to an existing annual motor vehicle entrance fee sticker.

( )

a. The applicant must apply at any Idaho state park, at the Idaho Department of Parks and Recreation central or regional offices, or online for the replacement sticker.

( )

b. Proof of purchase must be established.

( )

c. Display and placement of the replacement sticker will comply with Section 010.02 c, d, e, and f.

( )

**04. Board.** The Idaho Park and Recreation Board, a bipartisan, six (6) member Board, appointed by the Governor.

(3-13-97)

**05. Camping Unit.** A camping unit is the combined equipment and people capacity that a site or facility will accommodate.

(3-30-06)

a. Campsites. Maximum capacity limits on each campsite are subject to each site's design and size. Unless otherwise specified, the maximum capacity will be one (1) family unit or a party of no more than eight (8) persons, one (1) vehicle or RV or two (2) motorcycles, and up to two (2) tents, provided the combined equipment and people fit within the designated camping area of the site selected.

(4-2-08)

b. Facilities. Maximum capacity limits on each facility are subject to each facility's design and size. The combined equipment and people occupying a facility must fit within the designated areas of the facility selected.

(3-30-06)

**06. Camping Day.**

(3-30-06)

a. For individual and group campsites the period between 2:00 p.m. of one (1) calendar day and 1:00 p.m. of the following calendar day.

(3-30-06)

b. For individual and group camping facilities, the period between 3:00 p.m. of one (1) calendar day and 12:00 p.m. (noon) of the following calendar day.

(3-30-06)

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**0507. Campsite.** (3-30-06)

a. Individual. An area within an IDPR managed campground designated for camping use by an individual camping unit or camping party. (3-30-06)

b. Group. An area within an IDPR managed campground designated for group camping use or a block of individual campsites designated for group use within a campground primarily managed for individual use. (3-30-06)

c. Facility, Individual. A camping structure within an IDPR managed campground or area designated for camping use by an individual camping party. (3-30-06)

d. Facility, Group. A camping structure within an IDPR managed campground or area designated for group use. (3-30-06)

**0608. Day Use.** Use of any non-camping lands and/or facilities between the hours of 7:00 a.m. and 10:00 p.m. unless otherwise posted. (3-30-06)

~~07. Day Use Fee. A fee charged for entry to a designated area. (3-30-06)~~

**0709. Department.** The Idaho Department of Parks and Recreation. (1-1-94)

**0810. Designated Beach.** Waterfront areas designated by the park manager or designee for water-based recreation activities. The length and width of each designated beach shall be visibly identified with signs. (3-30-06)

**0911. Designated Roads and Trails.** Facilities recognizable by reasonable formal development, signing, or posted rules. (3-7-03)

**1012. Director.** The Director and chief administrator of the Department, or the designee of the Director. (1-1-94)

**1113. Dock and Boating Facility.** Floats, piers and mooring buoys owned or operated by the Department. (3-13-97)

**1214. Extra Vehicle.** An additional motorized vehicle (not in tow at time of entry) without built in sleeping accommodations registered to a camp site. (3-13-97)

**1315. Facilities.** (3-30-06)

a. Individual. A camping structure within an IDPR managed campground or area designated for camping use by an individual camping party. (3-30-06)

b. Group. A camping structure within an IDPR managed campground or area designated for group use. (3-30-06)

**1416. Group Use.** Twenty-five (25) or more people, or any group needing special considerations or deviations from normal Department rules or activities. (1-1-94)

**17. Idaho State Parks Passport.** A sticker—purchased from any county Department of Motor Vehicles office in the state of Idaho—that matches a particular motor vehicle license number and expiration date, allowing that vehicle to enter Idaho State Parks without being charged a motor vehicle entrance fee. ( )

a. Idaho State Parks Passport sticker expires concurrent with the expiration of that vehicle's registration. ( )

b. Automobiles, Trucks, Motorhomes: The sticker must be permanently affixed on the lower corner of the driver's side windshield. ( )

c. All Terrain Vehicles (ATVs), Utility Type Vehicles (UTVs), Specialty Off-Highway Vehicle (SOHVs): The sticker must be permanently affixed on the rear fender. ( )

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- d. Motorbikes: The sticker must be permanently affixed on the rider's right fork. ( )
- e. Snowmobiles: The sticker must be permanently affixed to the right side of the cowling located just below the hood, to the right of the registration sticker. It must be visible and legible at all times ( )

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**18. Idaho State Parks Passport Replacement.** Replacement due to a motor vehicle registration transfer or damage to an existing passport.

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a. The applicant must apply in person at their county Department of Motor Vehicles office for this replacement sticker. ( )

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b. Display and placement of the replacement sticker will comply with Section 101.17.b

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**1719. Motorized Vehicle.** Every vehicle that is self-propelled except for vehicles moved solely by human power and motorized wheelchairs ~~as defined in Section 49-123(g), Idaho Code.~~ (3-7-03)

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**1820. Motor Vehicle Entrance Fee (MVEF).** A fee charged for entry to or operation of a motor vehicle in an Idaho State Park. Day use expires at 10:00 p.m. on date of purchase or as posted; overnight camping use expires upon checkout which is 1:00 p.m. for a campsite and 12:00 p.m. (noon) for a facility. ( )

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**1921. Park or Program Manager.** The person, designated by the Director, responsible for administering and supervising particular lands, facilities, and staff that are under the jurisdiction of the Department. (3-7-03)

**2022. Standard Amenities.** Campsite with no serviced amenities. (3-30-06)

**2123. Serviced Amenities.** Serviced campsite amenities includes water, electricity, or sewer. (3-30-06)

**2224. Primary Season.** The time of the year when the majority of use occurs at a park facility. (3-7-03)

**2325. Vessel.** Every description of watercraft, including a seaplane on the water, used or capable of being used as a means of transportation on water, but not including float houses, diver's aids operated and designed primarily to propel a diver below the surface of the water, and non-motorized devices not designed or modified to be used as a means of transportation on the water such as inflatable air mattresses, single inner tubes, and beach and water toys as defined in Section 67-7003(22), Idaho Code. (3-7-03)

**2426. Vessel Length.** The distance measured at the centerline at the highest point above the waterline from the fore-part of the outer hull at the bow to the aft-part of the outer hull at the stern, excepting any bowsprits, railings or extraneous or additional equipment. (3-13-97)

**011. -- 074. (RESERVED).**

## **075. AUTHORITY CONFERRABLE ON EMPLOYEES - ENFORCEMENT.**

**01. Director Authority.** The Director may, pursuant to Section 67-4239, Idaho Code, authorize any employee of the Department to exercise any power granted to, or perform any duty imposed upon the Director. (3-7-03)

**02. Park Manager Authority.** The park manager or designee may establish and enforce all rules, including interim rules. Interim rules shall apply to the public safety, use, and enjoyment or protection of natural, cultural, or other resources within lands administered by the Department. Those rules shall be posted for public view and shall be consistent with established state laws and these rules. Interim rules shall expire in one hundred twenty (120) days from the established effective date unless approved by the Board. (3-30-06)

**076. -- 099. (RESERVED).**

## **100. PENALTIES FOR VIOLATIONS.**

Failure of any person, persons, partnership, corporation, concessionaire, association, society, or any fraternal, social or other organized groups to comply with these rules shall constitute an infraction. (3-30-06)

**01. Civil Claim.** The penalty established in Section 100 of this Chapter shall not prevent the Department from filing a civil claim against a violator to collect damages incurred to lands, resources, or facilities administered by the Department. (3-13-97)

**02. Violators.** In addition to the penalty provided in Section 100 of this Chapter, or any other existing laws of the state of Idaho, any person failing to comply with any section of these rules or federal, state, or local laws, rules, or ordinances applicable under the circumstances, shall be a trespasser upon state land and subject to expulsion from any state park area for a period of time not less than forty-eight (48) hours. (3-7-03)

**101. -- 124. (RESERVED).**

**125. PRESERVATION OF PUBLIC PROPERTY.**

The destruction, injury, defacement, removal, or disturbance in or of any public building, sign, equipment, monument, statue, marker, or any other structures; or of any tree, flower, or other vegetation; or of any cultural artifact or any other public property of any kind, is prohibited unless authorized by the park manager of a specific area. (3-30-06)

**126. -- 149. (RESERVED).**

**150. USE OF ~~MOTORIZED~~ VEHICLES.**

Except where otherwise provided, motor vehicles may enter or be operational in park and recreation areas and facilities only upon payment of the motor vehicle entrance fee or display of a valid Idaho State Parks Passport or Annual Motor Vehicle Entrance Fee sticker. All ~~motorized~~ vehicles shall stay on authorized established Department roadways or parking areas except for trails and areas which are clearly identified by signs for off-road use. Drivers and ~~motor~~ vehicles operated within lands administered by the Department shall be licensed or certified as required under state law. The operators of all ~~motor~~ vehicles shall comply with the ~~day-use-motor vehicle entrance fee~~ requirements, speed and traffic rules of the Department, and all other federal, state, local laws, and ordinances governing traffic on public roads.

( ~~3-30-06~~ )

**01. Use of Parking Spaces for Persons with a Disability.** Special zones and parking spaces within state parks are designated and signed for exclusive use by vehicles displaying a special license plate or card denoting legal handicap status as provided in Section 49-213, Idaho Code. (3-7-03)

**02. Overdriving Road Conditions and Speeding Prohibited.** No person shall drive a vehicle at a speed greater than the posted speed or a reasonable and prudent speed under the conditions, whichever is less. Every person shall drive at a safe and appropriate speed when traveling on park roads, in congested areas, when pedestrians or bicyclists are present, or by reason of weather or hazardous highway conditions as provided in Section 49-654, Idaho Code. (3-7-03)

**03. Motorcycle and ATV Safety Helmets.** Persons under eighteen (18) years of age shall wear a protective safety helmet when riding upon a motorcycle or an all-terrain vehicle as operator or passenger as provided in Section 49-666, Idaho Code. (3-30-06)

**04. Snowmobile Operation Limited.** No person shall operate a snowmobile on any regularly plowed park road unless authorized by park manager or designee. Access on non-plowed roads and trails shall only be permitted when authorized by the park manager. (3-30-06)

**05. Compliance With Posted Regulatory Signs Required.** Persons operating vehicles within state parks are required to obey posted regulatory signs as provided in Section 49-807, Idaho Code. (3-7-03)

**06. Obedience to Traffic Direction Required.** No person shall willfully fail or refuse to comply with any lawful order or directions of any park employee invested with authority to direct, control or regulate traffic within a state park. (3-30-01)



**07. Restrictions.** The operation of motorized vehicles within a designated campground is restricted to ingress and egress to a campsite or other in-park destination by the most direct route. (3-30-06)

**08. Official Use.** This rule does not prohibit official use of motorized vehicles by Department employees anywhere within lands administered by the Department. (1-1-94)

**151 -- 174. (RESERVED).**

**175. PUBLIC BEHAVIOR.**

**01. Resisting and Obstructing a Park Employee Prohibited.** Persons shall not willfully resist, delay, obstruct, or interfere with any park employee in his duties to protect the state's resources and facilities and to provide a safe place to recreate. (3-30-01)

**02. Day Use.** Between the hours of 10:00 p.m. and 7:00 a.m., unless otherwise posted, all persons not registered for the night or attending park-sponsored activities are to leave the park. (3-30-06)

**03. Quiet Hours.** Within lands administered by the Department, the hours between 10:00 p.m. and 7:00 a.m. shall be considered quiet hours unless otherwise posted. During that time, users are restricted from the production of noise that may be disturbing to other users. (1-1-94)

**04. Noise.** Amplified sound, poorly muffled vehicles, loud conduct or loud equipment are prohibited within lands administered by the Department, except in designated areas or by authority of the park manager. (1-1-94)

**05. Alcohol.** State laws regulating alcoholic beverages and public drunkenness shall be enforced within lands administered by the Department. (3-30-01)

**06. Littering.** Littering is prohibited within lands administered by the Department. (1-1-94)

**07. Smoking.** State Park facilities are designated as "smoke free" areas. Persons shall not smoke within park structures or at posted outdoor areas. (3-30-01)

**176. -- 199. (RESERVED).**

**200. CAMPING.**

**01. Occupancy.** Camping shall be permitted only in designated campsites, areas, or facilities. A campsite or facility will be determined occupied only after all the required camping fees have been paid and registration information completed. Unique circumstances may arise, and specific sites or facilities by virtue of design may require exceptions to the capacity limits outlined below. (3-30-06)

**02. Self Registration.** In those areas so posted, campers shall register themselves for the use of campsites and facilities, paying the appropriate fees as provided for herein and in accordance with all posted instructions. (3-30-06)

**03. Length of Stay.** Except as provided herein, no person, party or organization may be permitted to camp on any lands administered by the Department for more than fifteen (15) days in any thirty (30) consecutive day period. This applies to both reservation and "first come first served" customers. The IDPR Operations Division Administrator or designee may authorize shorter or longer periods for any individual area. (3-30-06)

**04. Registration Required.** All camping-required fees must be paid and registration information completed prior to occupying a campsite or facility. Saving or holding campsites or facilities for individuals not physically present at the time of registration for "first come first served" camping is prohibited. (3-30-06)

**05. Condition of Campsite.** Campers shall keep their individual or group campsite or facility and

other use areas clean. (3-30-06)

**06. Liquid Waste Disposal.** All gray water and sewage wastes shall be held in self-contained units or collected in water-tight receptacles in compliance with state adopted standards and dumped in sanitary facilities provided for the disposal of such wastes. (3-30-01)

**07. Motorized Equipment.** No generators or other motorized equipment emitting sound and exhaust are permitted to be operated during quiet hours. (7-1-93)

**08. Campsite Parking.** All motorized ~~wheeled~~ vehicles and trailers shall fit entirely within the campsite parking pad/area provided with the assigned individual or group campsite or facility. All equipment that does not fit entirely within the designated campsite parking area shall be parked at another location within the campground, or outside the campground, as may be designated by the park manager or designee. If no outside parking is available, the park manager or designee may require the party to register on a second campsite, if available. (3-30-06)

**09. Equipment.** All camping equipment and personal belongings of a camper shall be maintained within the assigned individual or group campsite or facility perimeter. (3-30-06)

**10. Check Out.** (3-30-06)

**a.** Campsite. Campers are required to check out and leave a clean individual or group campsite by 1:00 p.m. of the day following the last paid night of camping. (3-30-06)

**b.** Facility. Campers are required to check out and leave a clean individual or group camping facility by 12:00 p.m. (noon) of the day following the last paid night of camping. (3-30-06)

**11. Visitors.** Individuals visiting campers shall park in designated areas, except with permission of the park manager or designee. Visitors shall conform to established day use hours and day use fee requirements. (3-30-06)

**12. Responsible Party.** The individual purchasing an individual or group campsite or facility is responsible for ensuring compliance with the rules within this chapter. (3-30-06)

**13. Camping Prohibited.** Camping in individual or group facility sites is prohibited unless in areas specifically designated for camping or by authorization of the park manager or designee. (3-30-06)

**201. BOATING FACILITIES.**  
The provisions of this section do not apply to Department-operated marinas which provide moorage on a lease or long term rental basis. (3-7-03)

**01. Moorage and Use of Marine Facilities.** No person or persons shall moor or berth a vessel of any type in a Department-owned or operated park or marine area that is signed for other use. Vessel moorage shall be limited to no more than fifteen (15) days in any consecutive thirty (30) day period. (3-30-06)

**02. Moorage Fees.** Vessels moored between 10:00 p.m. and 7:00 a.m. at designated facilities shall be charged an overnight moorage fee. (3-30-06)

**03. Use of Onshore Campsites.** If any person or persons from a vessel moored at a Department boating facility also occupies any designated campsite onshore, the appropriate established fee for such campsite(s) shall be paid in addition to any moorage fee provided herein. (3-13-97)

**04. Self-Registration.** In those areas so posted, boaters shall register themselves for the use of marine facilities and onshore campsites, paying the appropriate moorage and campsite fees as provided for herein and in accordance with all posted instructions. (3-13-97)

202. -- 224. (RESERVED).

225. FEES AND SERVICES.

01. Authority. (3-13-97)

a. The Board shall adopt fees for the use of lands, facilities, and equipment. Visitors shall pay all applicable fees. (3-7-03)

b. Park managers or designees may set fees for goods available for resale and services provided by staff that enhance the users experience unique to the individual park. Fees for lands, facilities and equipment unique to an individual park will be posted at that site. (3-7-03)

02. General Provisions. All fees in this chapter are maximum fees unless otherwise stated. Actual fees charged shall be established by Board Policy. (3-7-03)

03. Camping. Camping fees include the right to use designated campsites and facilities for the period camp fees are paid. Utilities and facilities may be restricted by weather or other factors. (3-16-04)

04. Group Use. (7-1-93)

a. Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall obtain a permit. Permits may be issued after arrangements have been made for proper sanitation, population density limitations, safety of persons and property, and regulation of traffic. (3-30-06)

b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) to one thousand (1,000) may be approved by the Director with forty-five (45) days advance notice. Groups over one thousand (1,000) may be approved by the Board with sixty (60) days advance notice. The Director may approve groups over one thousand (1,000) with thirty (30) days advance notice, if they are repeat users. (1-1-94)

c. The ~~day-use~~ motor vehicle entrance fee may be charged to groups entering a designated area for a noncamping visit. (3-30-06)

05. Fees and Deposits. Fees and deposits may be required for certain uses or the reservation of certain facilities unique to an individual park and will be posted at that site. (3-30-06)

06. Fee Collection Surcharge. A ten dollar (\$10) surcharge may be added to all established fees when the operator of a motorized vehicle or responsible party of a camping unit fails to pay required fees prior to entering a park area or occupying a campsite. If the surcharge is assessed, and the operator of the motor vehicle or responsible party is not present, all required fees in addition to the ten dollar (\$10) surcharge will be assessed against the registered owner of the motorized vehicle or camping unit. (4-7-11)

07. Admission Fees. A maximum per person fee of ten dollars (\$10) may be charged for internal park facilities which provide an educational opportunity or require special accommodations. (3-10-00)

08. Cooperative Fee Programs. The Department may collect and disperse fees in cooperation with fee programs of other state and federal agencies. (3-10-00)

226. -- 249. (RESERVED).

250. FEE SCHEDULE.

01. Campsites.

CAMPSITE FEE TABLE	
<b>Primitive Campsite</b> No amenities at site, camping area not defined	\$13/day
<b>Standard Campsite</b> Any defined campsite, either tent pad or RV pad/area (may include: table and/or grill)	\$16/day
<b>Serviced Campsite/ W</b> Any defined campsite, either tent pad or RV pad/area, with water at site (may include: table and/or grill)	\$20/day
<b>Serviced Campsite/ E</b> Any defined campsite, either tent pad or RV pad/area, with electricity at site (may include: table and/or grill)	\$20/day
<b>Serviced Campsite/ W, E</b> Any defined campsite, either tent pad or RV pad/area, with water and electricity at site (may include table and/or grill)	\$24/day
<b>Serviced Campsite/ W, E, SWR</b> Any defined campsite, either tent pad or RV pad/area, with water, electricity, and sewer at site (may include table and/or grill)	\$26/day
<b>Companion Campsite</b> May be any campsite type, regardless of amenities, that has greater equipment/people capacity (may include table and/or grill) Fee determined by actual site type.	Site type multiplied by two (2)
<b>Amenity Fee for Central Water</b> - Applies to "Standard" campsites in campgrounds with a central water supply. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
<b>Amenity Fee for Flush-Toilets/Showers</b> - Applies to "Standard" campsites in campgrounds with Flush-Toilets/Showers. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
<b>Use of Campground Showers by Non-campers</b>	\$3/person
<b>Overnight Use Fee</b> Applies to non-campers leaving a vehicle unattended on park property overnight.	\$10/night
<b>Limited Income Discount</b> - Idaho residents showing proof of limited income (Medicaid card or other evidence approved by the Board) may receive a camping fee discount of:	\$4/day
<b>Resident Disabled Idaho Veterans</b> - Campsite fees are waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	
<b>Senior Citizen Discount</b> - Pursuant to Section 67-4223, Idaho Code, and at the discretion of the Director, IDPR may provide, at selected under utilized locations and times, a senior citizen discount,	Maximum 50% of RV camping fee
<b>Extra-Vehicle-Charge</b>	\$8/day

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<b>Camping Cabins and Yurts</b>	\$150/night
Each additional person above the sleeping capacity of camping cabin or yurt	\$12/night

(4-7-11)

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**02. Reservation Service Fees, Individual Campsite or Facility.** A non-refundable non-transferable (from one (1) party to another) service charge of ten dollars (\$10) may be assessed for each individual campsite or facility reserved. This fee will be waived for campers with a current Idaho RV registration sticker and reimbursed to the Department by the RV Program. A service charge of ten dollars (\$10) or the first night's fee, whichever is less, will be assessed for the cancellation or modification of each individual campsite or facility reserved that involves reducing the planned length of stay or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window) if notice is received more than twenty-four (24) hours in advance of the scheduled arrival time. Cancellations or modifications made less than twenty-four (24) hours in advance of the scheduled arrival time shall result in assessment of a ten dollar (\$10) service charge and may require the forfeiture of the first night's camping fee. Modifications that change the original stay so that no part of the new stay includes part of the original stay are to be considered a cancellation and a re-book will be required. (3-30-06)

**03. Day-Use Motor Vehicle Entrance Fee.** ( )

<b>DAY-USE FEE TABLE, Motor Vehicle Entrance Fee Table</b>	
<b>Statewide Annual Pass, Motor Vehicle Entrance Fee</b> per motorized vehicle	\$40
<b>Annual Motor Vehicle Entrance Fee Replacement</b> per motor vehicle	\$5
<b>Daily charge per motorized vehicle.</b> The day-use fee expires at 10:00 p.m. on date of purchase or as posted. Overnight camping guests are exempt from this fee.	\$5
<b>Daily charge per commercial motor coach</b> (no annual pass available)	\$25
<b>Disabled Idaho Resident Veterans</b> - The motor vehicle entrance day-use fee is waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	
<b>Second Vehicle Annual Idaho State Parks Passport</b> per motor vehicle	\$15
<b>Idaho State Parks Passport Replacement</b> per motor vehicle	\$2

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**04. Special Charges.** The cost to the agency for returned checks will be passed on to the issuer of the insufficient funds check. (3-7-03)

**05. Group Facility Fees.** Reservation service fee, designated group campground or facility. (3-30-06)

**a.** A non-refundable, non-transferable (from one (1) party to another) service charge of twenty-five dollars (\$25) will be assessed per designated group area or facility reserved. This fee will be charged in addition to the usage fees for each group or campsite or facility. (3-30-06)

**b.** Groups using overnight facilities shall be charged three dollars (\$3) per person per night camping fees for each individual above the authorized base occupancy rate for the specific site or facility. (3-30-06)

**c.** Cleaning/damage deposits may be required for certain facilities. Where cleaning/damage deposits

are required, they shall be paid prior to check-in. Cleaning/damage deposits shall be fully refunded if the facility is left in the same condition in which it was accepted. (3-30-06)

d. Group use fees for day use facilities may be negotiated by the park manager or designee and will generally not fall below the cost of providing services. (3-30-06)

**06. Boating Facilities.**

BOATING FACILITIES FEE TABLE	
<b>Vessel launching</b> (per vessel/per day) (Annual <del>Pass</del> <u>Motor Vehicle Entrance Fee, Idaho State Parks Passport, or motor vehicle entrance</u> <del>day use</del> fee apply toward vessel launching fees)	\$5/ day
<b>Overnight moorage</b> - any length of vessel. (Applicable to persons who have paid for a park campsite and are not camping on the vessel)	\$9/night
<b>Overnight moorage</b> - persons camping on vessel Any length vessel Any length vessel moored at buoy	\$10/night \$9/night

(4-7-11)

**07. Modification of Fees.** Additional fees or deposits may be required for certain uses or for the reservation of certain facilities. The Department reserves the right to waive or reduce fees and charges for Department sponsored promotions. (7-1-93)

**08. Sales Tax.** Applicable sales tax may be added to all sales excluding the day use fee. (3-30-06)

**09. Length of Stay.** Fifteen (15) days in any consecutive thirty (30) day period. (3-30-06)

**10. Nordic Ski Grooming Program Fee.** A fee of four dollars (\$4) per person per day and thirty-five dollars (\$35) per family per season will be required at Board-approved premium Nordic ski grooming program locations. These programs may include: maintained parking areas, warming facilities, winter accessible restroom facilities, regularly groomed ski trails, extensive signing, trail mapping and ski patrol services. (3-16-04)

**251. -- 274. (RESERVED).**

**275. CRITERIA FOR INDIVIDUAL CAMPSITE, CAMPING CABIN, AND YURT RESERVATIONS.**

**01. Confirmation Requirements.** (3-30-06)

a. Confirmation of an Individual Campsite or Facility Reservation. Full payment of all ~~appropriate camping and related service~~required fees shall be made before a reservation is confirmed. (3-30-06)

b. Confirmation of a Designated Group Campground or Facility Reservation. (3-30-06)

i. Payment of the first night or daily base rate fee for a group facility and all ~~related service~~required fees shall be made before a reservation is confirmed. (3-30-06)

ii. Payment of all ~~camping and related service~~required fees applicable for each campsite or facility

reserved within a group campground must be paid at the time of booking before a reservation is confirmed. (3-30-06)

**02. Individual Campsite and Facility Reservations.** Reservations for individual campsites and facilities shall be managed in accordance with rules promulgated by the Idaho Park and Recreation Board. (4-7-11)

**03. Reservation Modifications.** Individual and group campsite(s) or facilities. A reservation service fee will be assessed for any modification to a previously made reservation that involves reducing the planned length of stay, or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window). With the exception of the reservation service fees as defined in Subsection 250.02, any overpaid fees will be reimbursed at the time the reservation is modified. (3-30-06)

**04. Reservation Cancellations.** (3-7-03)

**a. Individual Site or Facility.** A reservation service fee will be assessed for the cancellation of a reservation. This service fee will be assessed for each campsite or facility involved. If the customer cancels after the scheduled arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time shall the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-30-06)

**b. Designated Group Campsite or Facility.** A reservation service fee will be assessed for the cancellation of a reservation. If a cancellation for a group facility occurs fewer than twenty-one (21) calendar days prior to arrival, the customer forfeits the first night or daily facility usage fees (base rate). If a cancellation for a group facility occurs more than twenty-one (21) calendar days prior to arrival, a cancellation charge of fifty dollars (\$50.00) will be assessed. If the customer cancels after the arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time shall the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. An individual site cancellation fee applies to each campsite in a group campground. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-30-06)

**05. Park Manager Authority.** The park manager or designee may deny entry to, or reservation of, any Department unit, campsite, or facility, to any individual whose prior documented behavior has violated Department rules or whose in-park activities are incompatible with the park's operation. (3-30-06)

**276. -- 299. (RESERVED).**

### **300. RESERVING GROUP USE FACILITIES.**

**01. General.** Unless otherwise provided, designated group use facilities and areas may be reserved through the reservation system up to nine (9) months in advance but at least two (2) days prior to the date of arrival. (3-30-06)

**02. Responsible Party.** A designated group leader shall be responsible for all facilities. A damage or cleaning deposit may be required by the park manager or designee as a condition of reservation. (3-7-03)

**03. Park Manager Authority.** The park manager or designee may deny entry to, or reservation of any Department unit, campsite, or facility, to any group whose prior documented behavior has violated Department rules, whose in-park activities are incompatible with the park's operation, or whose in-park activity will violate Department rules. (3-30-06)

**04. Additional Information.** Additional information concerning group use reservations and definitions can be found in Subsection 250.05 of this chapter. (3-30-06)

**301. -- 399. (RESERVED).**

**400. PARK CAPACITIES.**

Where applicable, park managers may limit or deny access to an area whenever it has reached its designated capacity. Only if special arrangements for the public welfare have been made may the park manager allow that capacity to be exceeded. (3-30-06)

**401. OPERATIONAL GUIDELINES FOR NON-TRADITIONAL RECREATIONAL ACTIVITIES.**

Non-traditional recreational activities such as model airplane/glider operations, geo-caching, gold panning and metal detecting may be authorized by the Park Manager or his designee, if such activities do not interfere with traditional uses of the park and are consistent with preservation of park resources. (4-2-08)

**402. -- 449. (RESERVED).**

**450. WATERFRONT AREA RESTRICTIONS.**

**01. Swimming.** Swimming or water contact shall be at an individual's own risk. (3-7-03)

**02. Restrictions on Designated Beaches.** No glass containers or pets are allowed on designated beaches or swim areas. (3-7-03)

**03. Restricted Areas.** Vessels shall remain clear of designated beaches and other areas signed and buoyed for public safety. (3-7-03)

**04. Ramps and Docks.** The use of docks located next to boat ramps is limited to the active launching and loading of boats. (3-7-03)

**05. Compliance with Laws.** Vessels operating on public waters administered by the Department shall fully comply with the Idaho Safe Boating Act, Title 67, Chapters 70 and the Marine Sewage Disposal Act, Title 67, Chapter 75, Idaho Code and the rules promulgated thereunder. The director may establish rules prohibiting the use of boat motors or to limit the horsepower capacity on those vessels operating on waters administered by the Department. (3-7-03)

**451. -- 474. (RESERVED).**

**475. PETS.**

Pets are allowed within lands administered by the Department only if confined or controlled on a leash not longer than six (6) feet in length. No person may allow their pet to create a disturbance which might be bothersome to other users. Excepting persons with disabilities who are assisted by guide animals, no person may permit their pet animals to enter or remain on any swim area or beach. Pet owners shall be responsible to clean up after their animals. Pets may not be left unattended. Areas for exercising pets off leash may be designated by the park manager or designee. Department employees may impound or remove any stray or unattended animals at the owner's expense. (3-7-03)

**476. -- 499. (RESERVED).**

**500. LIVESTOCK.**

Grazing of livestock is not permitted within lands administered by the Department. Exceptions may be made by the board for grazing permits or otherwise permitting the use of lands administered by the Department for livestock. The use of saddle or other recreational livestock is prohibited on trails, roadways, and other areas unless designated through signing for that purpose or with permission of the park manager or designee. (3-7-03)

**501. -- 524. (RESERVED).**

**525. FIRES.**

The use of fires shall be restricted to fire circles, grills or other places otherwise designated by the park manager. All fires shall be kept under control at all times, and shall be extinguished before checking out of the campsite or



whenever fire is left unattended. Areas may be closed to open fires during extreme fire danger. (3-13-97)

**526. -- 549. (RESERVED).**

**550. FIREWORKS.**

No person may use fireworks of any kind within lands administered by the Department, except under special permit issued by the director for exhibition purposes, and then only by persons designated by the director. (1-1-94)

**551. -- 574. (RESERVED).**

**575. PROTECTION OF WILDLIFE.**

All molesting, injuring, or killing of any wild creature is strictly prohibited, except as provided by action of the Board and as established in Board Policy. Persons in possession of wildlife, which may be legally taken within state park boundaries, shall comply with Idaho Fish and Game rules. (3-7-03)

**576. PROTECTION OF HISTORICAL, CULTURAL AND NATURAL RESOURCES.**

The digging, destruction or removal of historical, cultural or natural resources is prohibited. Collection for scientific and educational purposes will be through written permission of the park manager or designee only. (3-30-06)

**01. Spreading of Human Ashes.** Human ashes may be spread on lands owned by the Idaho Department of Parks and Recreation. The exact location must be pre-approved by the Park Manager or designee. Ashes may not be spread in the water within a state park. (4-2-08)

**02. Land-Use Restrictions.** The spreading of human ashes will not restrict the use of Department land from future development. The Department does not assign or convey any rights or restrictions by allowing the placement of ashes on the land, and there are no restrictions in the ability of the landowner to operate, develop, or otherwise use the land at their sole discretion without any obligation associated with the placement of ashes on the land. (4-2-08)

**577. -- 599. (RESERVED).**

**600. PERSONAL SAFETY, FIREARMS.**

No person may purposefully or negligently endanger the life of any person or creature within any land administered by the Department. No person may discharge firearms or other projectile firing devices within any lands administered by the Department, except in the lawful defense of person, persons, or property or in the course of lawful hunting, or for exhibition or at designated ranges as authorized by the Director. (3-29-10)

**601. -- 624. (RESERVED).**

**625. ADVERTISEMENTS/PROMOTIONS/DEMONSTRATIONS.**

**01. Printed Material.** Public notices, public announcements, advertisements, or other printed matter shall only be posted or distributed in a special area approved by the park manager or designee. (3-30-06)

**02. Political Advertising.** Political advertising is strictly prohibited within any lands administered by the Department. (3-30-06)

**03. Demonstrations.** Public demonstrations are limited to areas approved by the park manager and subject to an approved permit issued after arrangements for sanitation, population density limitations, safety of persons and property, and regulation of traffic are made. (3-30-06)

**626. -- 649. (RESERVED).**

**650. AUTHORIZED OPERATIONS.**

No person, firm, or corporation may operate any concession, business, or enterprise within lands administered by the Department without written permission or permit from the board. No person(s), partnership, corporation, association

or other organized groups may: (1-1-94)

**01. Beg or Solicit for Any Purpose.** (7-1-93)

**02. Game or Operate a Gaming Device of Any Nature.** (7-1-93)

**03. Abandon Any Property.** Leaving property on Department lands is prohibited unless registered in a campsite or permitted by the park manager or designee. Property left on Department lands for more than twenty-four (24) hours will be removed at the owner's expense. (3-7-03)

**04. Discriminate.** Discriminate in any manner against any person or persons because of race, color, national origin, religion, gender, age or disability within lands administered by the Department. (1-1-94)

**651. -- 674. (RESERVED).**

**675. DEPARTMENT RESPONSIBILITY.**

The Department is not responsible for damage to, or theft of personal property within lands administered by the Department. All visitors use facilities and areas at their own risk. (1-1-94)

**676. -- 999. (RESERVED).**

☐ IDAPA RULE      ☐ IDAPA FEE      **X BOARD ACTION REQUIRED**  
☐ BOARD POLICY      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**

Idaho Park and Recreation Board Meeting  
May 9-10, 2012  
North Region Office  
2825 W. Kathleen Ave, Suite 1  
Coeur d'Alene, ID

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**AGENDA ITEM:** IDAPA Proposed Rules  
Miscellaneous Rules

**ACTION REQUIRED:** Board Action Required

**PRESENTER:** Dave Ricks, Deputy Director

**PRESENTATION**

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**BACKGROUND INFORMATION:**

Review of IDAPA 26, Title 01, Chapter 20 Rules Governing the Administration of Park and Recreation Areas and Facilities has identified a few areas that are significant but not critical changes in text and definitions, grammar and punctuation, and formatting. The attached IDPR Other Rule Changes – Proposed document tracks the recommended changes. These changes would not be in effect until after DFM approval and Legislative approval next session.

Under the guidance of the LSO, it should be noted that the changes recommended in IDPR Other Rule Changes – Temporary Emergency Board Agenda Item have been included in this 'proposed' Board Agenda Item. "Temporary" puts the changes into effect immediately; "Proposed" will take the document to the next step in the legislative process.

**STAFF RECOMMENDATIONS:**

Department staff recommends that the Board approve, as presented in the attached IDAPA 26, Title 01, Chapter 20 document identified as IDPR Other Rule Changes – Proposed, these proposed rule changes for submission to the Division of Financial Management for approval and to be submitted for approval by the next Legislative session for final approval.

**IDPR Other Rule Changes - Proposed**

**IDAPA 26  
TITLE 01  
CHAPTER 20**

**26.01.20 - RULES GOVERNING THE ADMINISTRATION OF PARK  
AND RECREATION AREAS AND FACILITIES**

**000. LEGAL AUTHORITY.**

The Idaho Park and Recreation Board is authorized under Section 67-4223, Idaho Code, to adopt, amend, or rescind rules as may be necessary for the proper administration of Chapter 42, Title 67, Idaho Code, and the use and protection of lands and facilities subject to its jurisdiction. (1-1-94)

**001. TITLE AND SCOPE.**

**01. Title.** The title of this chapter shall be cited in full as Idaho Department of Parks and Recreation Rules, IDAPA 26.01.20, "Rules Governing the Administration of Park and Recreation Areas and Facilities." (1-1-94)

**02. Scope.** This chapter establishes fees for and rules governing the use of lands and facilities administered by the Department, and establishes procedures for obtaining individual and group use reservations. (1-1-94)

**002. WRITTEN INTERPRETATIONS.**

This agency has written interpretations of these rules, in the form of explanatory comments accompanying the notice of proposed rulemaking that originally proposed the rules, or documentation of compliance with IDAPA 26.01.01.150, "Rules of Administrative Procedure of the Idaho Park and Recreation Board." These documents are available for public inspection and copying in the central office of the agency. (3-13-97)

**003. APPEALS.**

Any person who may be adversely affected by a final decision, ruling, or direction of the director may appeal the decision, ruling, or direction as outlined under IDAPA 26.01.01.250, "Rules of Administrative Procedure of the Idaho Park and Recreation Board." (1-1-94)

**004. INCORPORATION BY REFERENCE.**

No documents have been incorporated by reference into these rules. (3-16-04)

**005. OFFICE -- OFFICE HOURS -- MAILING ADDRESS AND STREET ADDRESS.**

**01. Office Hours.** Central office hours are 8:00 a.m. to 5:00 p.m., Mountain Time, Monday through Friday, except holidays designated by the state of Idaho. (~~3-30-06~~)

**02. Mailing Address.** The mailing address for the central office is Idaho Department of Parks and Recreation, PO Box 83720, Boise, ID 83720-0065. (3-16-04)

**03. Street Address.** The central office of the Idaho Department of Parks and Recreation is located at 5657 Warm Springs Ave., Boise, ID 83716-8700. (~~3-16-04~~)

**006. PUBLIC RECORDS ACT COMPLIANCE.**

Any records associated with these rules are subject to the provisions of the Idaho Public Records Act, Title 9, Chapter 1, Idaho Code. (3-16-04)

**007. -- 009. (RESERVED).**



**010. DEFINITIONS.**

As used in this chapter: (1-1-94)

**01. ADA Campsites and Facilities.** (3-30-06)

a. ADA Designated Campsites. Campsites that have been designed and built to meet ADA accessibility requirements. These campsites are not managed exclusively for ADA use. A reservable ADA campsite may only be reserved and occupied by a party that can provide proof of disability upon arrival. If not reserved after 6:00 p.m. and no other non-ADA designated sites of the same site type are available, the site would be available for one (1) night. (3-30-06)

b. ADA Accessible Facilities. IDPR offers some facilities that provide for ADA accessibility. These facilities are not managed exclusively for ADA use. (3-30-06)

**02. Board.** The Idaho Park and Recreation Board, a bipartisan, six (6) member Board, appointed by the Governor. (3-13-97)

**03. Camping Unit.** A camping unit is the combined equipment and people capacity that a site or facility will accommodate. (3-30-06)

a. Campsites. Maximum capacity limits on each campsite are subject to each site's design and size. Unless otherwise specified, the maximum capacity will be one (1) family unit or a party of no more than eight (8) persons, ~~one-two (42)~~ motor vehicles or one (1) RV or two (2) motorcycles, and up to two (2) tents, provided the combined equipment and people fit within the designated camping area of the site selected. (4-2-08)

b. Facilities. Maximum capacity limits on each facility are subject to each facility's design and size. The combined equipment and people occupying a facility must fit within the designated areas of the facility selected. (3-30-06)

**04. Camping Day.** (3-30-06)

a. For individual and group campsites the period between 2:00 p.m. of one (1) calendar day and 1:00 p.m. of the following calendar day. (3-30-06)

b. For individual and group camping facilities, the period between 3:00 p.m. of one (1) calendar day and 12:00 p.m. (noon) of the following calendar day. (3-30-06)

**05. Campsite.** (3-30-06)

a. Individual. An area within an IDPR managed campground designated for camping use by an individual camping unit or camping party. (3-30-06)

b. Group. An area within an IDPR managed campground designated for group camping use or a block of individual campsites designated for group use within a campground primarily managed for individual use. (3-30-06)

c. Facility, Individual. A camping structure within an IDPR managed campground or area designated for camping use by an individual camping party. (3-30-06)

d. Facility, Group. A camping structure within an IDPR managed campground or area designated for group use. (3-30-06)

**06. Day Use.** Use of any non-camping lands and/or facilities between the hours of 7:00 a.m. and 10:00 p.m., unless otherwise posted. (3-30-06)

07. **Day Use Fee.** A fee charged for entry to a designated area. (3-30-06)
08. **Department.** The Idaho Department of Parks and Recreation. (1-1-94)
09. **Designated Beach.** Waterfront areas designated by the park manager or designee for water-based recreation activities. The length and width of each designated beach shall be visibly identified with signs. (3-30-06)
10. **Designated Roads and Trails.** Facilities recognizable by reasonable formal development, signing, or posted rules. (3-7-03)
11. **Director.** The Director and chief administrator of the Department, or the designee of the Director. (1-1-94)
12. **Dock and Boating Facility.** Floats, piers, and mooring buoys owned or operated by the Department. (3-13-97)
13. **Encroachments.** Non-recreational users of lands under the control of the Board including any utilization for personal, commercial, or governmental use by a non-Department entity. ( )
- ~~1314.~~ **Extra Vehicle.** An additional motorized vehicle ~~(not in tow at time of entry)~~ without built-in sleeping accommodations registered to a camp site. ~~(3-13-97)~~
- ~~1415.~~ **Facilities.** (3-30-06)
- a. Individual. A camping structure within an IDPR managed campground or area designated for camping use by an individual camping party. (3-30-06)
- b. Group. A camping structure within an IDPR managed campground or area designated for group use. (3-30-06)
- ~~1516.~~ **Group Use.** Twenty-five (25) or more people, or any group needing special considerations or deviations from normal Department rules or activities. (1-1-94)
- ~~1617.~~ **Motorized Vehicle.** Every vehicle that is self-propelled except for vehicles moved solely by human power and motorized wheelchairs ~~as defined in Section 49-123(g), Idaho Code.~~ ~~(3-7-03)~~
18. **Overnight Use.** Use of any non-camping lands for the parking of motor vehicles or trailers not associated with a campsite between the hours of 10:00 p.m. and 7:00 a.m. unless otherwise posted. ( )
19. **Overnight Use Fee.** A fee charged for overnight use of non-camping lands between the hours of 10:00 p.m. and 7:00 a.m. ( )
- ~~1720.~~ **Park or Program Manager.** The person, designated by the Director, responsible for administering and supervising particular lands, facilities, and staff that are under the jurisdiction of the Department. (3-7-03)
21. **Primary Season.** The time of the year when the majority of use occurs at a park facility. (3-7-03)
- ~~1822.~~ **Recreational Vehicle (RV).** A "recreational vehicle" means a vehicular type unit primarily designed as temporary living quarters for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. The entities are: travel trailer, camping trailer, truck camper, fifth-wheel trailer, and motor home. It does not include pickup hoods, shells or canopies designed, created, or modified for occupational usage. (Section 39-4201, Idaho Code.) ( )
23. **Serviced Amenities.** Serviced campsite amenities includes water, electricity, or sewer. (3-30-06)
- ~~1824.~~ **Standard Amenities.** Campsite with no serviced amenities. (3-30-06)

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~~1923. Serviced Amenities. Serviced campsite amenities includes water, electricity, or sewer. (3-30-06)~~

~~2021. Primary Season. The time of the year when the majority of use occurs at a park facility. (3-7-03)~~

~~25. Statewide Annual Passport. A sticker that allows a single motor vehicle to enter Idaho State Parks without being charged a motor vehicle entrance fee. ( )~~

~~a. The Annual Motor Vehicle Entrance Fee sticker expires December 31 of the year issued. ( )~~

~~b. The Annual Motor Vehicle Entrance Fee sticker may be purchased at any Idaho State Park, the Idaho Department of Parks and Recreation central or regional offices, or online. ( )~~

~~c. Automobiles, Trucks, Motorhomes: The sticker must be permanently affixed on the lower corner of the driver's side windshield. ( )~~

~~d. All Terrain Vehicles (ATVs), Utility Type Vehicles (UTVs), Specialty Off-Highway Vehicle (SOHVs): The sticker must be permanently affixed on the rear fender. ( )~~

~~e. Motorbikes: The sticker must be permanently affixed on the rider's right fork. ( )~~

~~f. Snowmobiles: The sticker must be permanently affixed to the right side of the cowling located just below the hood, to the right of the registration sticker. It must be visible and legible at all times. ( )~~

~~26. Statewide Annual Passport Replacement. Replacement due to a motor vehicle sale or damage to an existing annual motor vehicle entrance fee sticker. ( )~~

~~a. The applicant must apply at any Idaho state park, at the Idaho Department of Parks and Recreation central or regional offices, or online for the replacement sticker. ( )~~

~~b. Proof of purchase must be established. ( )~~

~~c. The display and placement of the replacement sticker will comply with Section 24 c, d, e, and f. ( )~~

~~2127. Vessel. Every description of watercraft, including a seaplane on the water, used or capable of being used as a means of transportation on water, but not including float houses, diver's aids operated and designed primarily to propel a diver below the surface of the water, and non-motorized devices not designed or modified to be used as a means of transportation on the water such as inflatable air mattresses, single inner tubes, and beach and water toys as defined in Section 67-7003(22), Idaho Code. (3-7-03)~~

~~2228. Vessel Length. The distance measured at the centerline at the highest point above the waterline from the fore-part of the outer hull at the bow to the aft-part of the outer hull at the stern, excepting any bowsprits, railings or extraneous or additional equipment. (3-13-97)~~

**011. -- 074. (RESERVED).**

#### **075. AUTHORITY CONFERRABLE ON EMPLOYEES - ENFORCEMENT.**

**01. Director Authority.** The Director may, pursuant to Section 67-4239, Idaho Code, authorize any employee of the Department to exercise any power granted to, or perform any duty imposed upon the Director. (3-7-03)

**02. Park Manager Authority.** The park manager or designee may establish and enforce all rules, including interim rules. Interim rules shall apply to the public safety, use, and enjoyment or protection of natural, cultural, or other resources within lands administered by the Department. Those rules shall be posted for public view and shall be consistent with established state laws and these rules. Interim rules shall expire in one hundred twenty (120) days from the established effective date unless approved by the Board. (3-30-06)

**076. -- 099. (RESERVED).**

#### **100. PENALTIES FOR VIOLATIONS.**

Failure of any person, persons, partnership, corporation, concessionaire, association, society, or any fraternal, social or other organized groups to comply with these rules shall constitute an infraction. (3-30-06)

**01. Civil Claim.** The penalty established in Section 100 of this chapter shall not prevent the Department from filing a civil claim against a violator to collect damages incurred to lands, resources, or facilities

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administered by the Department.

(3-13-97)

**02. Violators.** In addition to the penalty provided in Section 100 of this chapter, or any other existing laws of the state of Idaho, any person failing to comply with any section of these rules or federal, state, or local laws, rules, or ordinances applicable under the circumstances, shall be a trespasser upon state land and subject to expulsion from any state park area for a period of time not less than forty-eight (48) hours.

(3-7-03)

**101. -- 124. (RESERVED).**

**125. PRESERVATION OF PUBLIC PROPERTY.**

The destruction, injury, defacement, removal, or disturbance in or of any public building, sign, equipment, monument, statue, marker, or any other structures; or of any tree, flower, or other vegetation; or of any cultural artifact or any other public property of any kind, is prohibited unless authorized by the park manager of a specific area.

(3-30-06)

**126. -- 149. (RESERVED).**

**150. USE OF ~~MOTORIZED~~ VEHICLES.**

All ~~motorized~~ vehicles shall stay on authorized established Department roadways or parking areas except for trails and areas which are clearly identified by signs for off-road use. Drivers and ~~motor~~ vehicles operated within lands administered by the Department shall be licensed or certified as required under state law. The operators of all ~~motor~~ vehicles shall comply with the ~~day-use-fee-requirements~~, speed and traffic rules of the Department, and all other federal, state, local laws, and ordinances governing traffic on public roads.

(~~3-30-06~~)

**01. Use of Parking Spaces for Persons with a Disability.** Special zones and parking spaces within state parks are designated and signed for exclusive use by vehicles displaying a special license plate or card denoting legal handicap status as provided in Section 49-213, Idaho Code.

(3-7-03)

**02. Overdriving Road Conditions and Speeding Prohibited.** No person shall drive a vehicle at a speed greater than the posted speed or a reasonable and prudent speed under the conditions, whichever is less. Every person shall drive at a safe and appropriate speed when traveling on park roads, in congested areas, when pedestrians or bicyclists are present, or by reason of weather or hazardous highway conditions as provided in Section 49-654, Idaho Code.

(3-7-03)

**03. Motorcycle and ATV Safety Helmets.** Persons under eighteen (18) years of age shall wear a protective safety helmet when riding upon a motorcycle or an all-terrain vehicle as operator or passenger as provided in Section 49-666, Idaho Code.

(3-30-06)

**04. Snowmobile Operation Limited.** No person shall operate a snowmobile on any regularly plowed park road unless authorized by park manager or designee. Access on non-plowed roads and trails shall only be permitted when authorized by the park manager.

(3-30-06)

**05. Compliance with Posted Regulatory Signs Required.** Persons operating vehicles within state parks are required to obey posted regulatory signs as provided in Section 49-807, Idaho Code.

(3-7-03)

**06. Obedience to Traffic Direction Required.** No person shall willfully fail or refuse to comply with any lawful order or directions of any park employee invested with authority to direct, control, or regulate traffic within a state park.

(3-30-01)

**07. Restrictions.** The operation of ~~motorized~~ vehicles within a designated campground is restricted to ingress and egress to a campsite or other in-park destination by the most direct route.

(~~3-30-06~~)

**08. Official Use.** This rule does not prohibit official use of ~~motorized~~ vehicles by Department employees anywhere within lands administered by the Department.

(~~1-1-94~~)

**151. PARKING VIOLATIONS**



01. No person shall stop, stand, or park a motor vehicle or trailer anywhere within land or facilities administered by the Department unless proof of payment of all required fees or other lawful authorization for entry is plainly visible and properly displayed. ( )

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02. No person shall stop, stand, or park a motor vehicle within designated campgrounds unless proof of payment of the applicable campsite fees as set forth in Section 250 of this chapter is plainly visible and properly displayed on either the lower windshield or dashboard of the driver's side of the vehicle. ( )

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03. Except for authorized campers, no person shall stop, stand, park, or leave a motor vehicle or trailer unattended outside day use hours unless the motor vehicle or trailer is in a designated overnight use area and proof of payment of the overnight-use fee is plainly visible and properly displayed. ( )

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04. Any person stopping, standing, or parking a motor vehicle or trailer without payment of all required fees is subject to the fee collection surcharge as provided in Section 225.06 of this chapter. ( )

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05. Citations for violations of this Section may be issued to the operator of the motor vehicle. If the operator cannot be readily identified, the citation may be issued to the registered owner or lessee of the motor vehicle, subject to the provisions of Section 67-4247, Idaho Code. ( )

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~~151~~152. -- 174. (RESERVED).

#### 175. PUBLIC BEHAVIOR.

**01. Resisting and Obstructing a Park Employee Prohibited.** Persons shall not willfully resist, delay, obstruct, or interfere with any park employee in his duties to protect the state's resources and facilities and to provide a safe place to recreate. (3-30-01)

**02. Day Use.** Between the hours of 10:00 p.m. and 7:00 a.m., unless otherwise posted, all personal property must be removed from day use areas. Between the hours of 10:00 p.m. and 7:00 a.m., unless otherwise posted all persons not registered for the night or attending park-sponsored activities are to leave the park. (~~3-30-06~~)

**03. Quiet Hours.** Within lands administered by the Department, the hours between 10:00 p.m. and 7:00 a.m. shall be considered quiet hours unless otherwise posted. During that time, users are restricted from the production of noise that may be disturbing to other users. (1-1-94)

**04. Noise.** Amplified sound, poorly muffled vehicles, loud conduct or loud equipment are prohibited within lands administered by the Department, except in designated areas or by authority of the park manager. (1-1-94)

**05. Alcohol.** State laws regulating alcoholic beverages and public drunkenness shall be enforced within lands administered by the Department. (3-30-01)

**06. Littering.** Littering is prohibited within lands administered by the Department. (1-1-94)

**07. Smoking.** State Park facilities are designated as "smoke free" areas. Persons shall not smoke within park structures or at posted outdoor areas. (3-30-01)

176. -- 199. (RESERVED).

#### 200. CAMPING.

**01. Occupancy.** Camping shall be permitted only in designated campsites, areas, or facilities. A campsite or facility will be determined occupied only after all the required ~~camping~~ fees have been paid, ~~and~~ registration information completed, and all permits properly displayed. Unique circumstances may arise, and

specific sites or facilities by virtue of design may require exceptions to the capacity limits ~~outlined below~~. (3-30-06)

**02. Self Registration.** In those areas so posted, campers shall register themselves for the use of campsites and facilities, paying the appropriate fees as provided for herein and in accordance with all posted instructions. (3-30-06)

**03. Length of Stay.** Except as provided herein, no person, party, or organization may be permitted to camp on any lands administered by the Department for more than fifteen (15) days in any thirty (30) ~~consecutive~~ consecutive-day period. This applies to both reservation and "first come first served" customers. The IDPR Operations Division Administrator or designee may authorize shorter or longer periods for any individual area. (3-30-06)

**04. Registration Required.** All required camping fees must be paid, ~~and~~ registration information completed, and all permits properly displayed prior to occupying a campsite or facility. Saving or holding campsites or facilities for individuals not physically present at the time of registration for "first come first served" camping is prohibited. (3-30-06)

**05. Condition of Campsite.** Campers shall keep their individual or group campsite or facility and other use areas clean. (3-30-06)

**06. Liquid Waste Disposal.** All gray water and sewage wastes shall be held in self-contained units or collected in water-tight receptacles in compliance with state adopted standards and dumped in sanitary facilities provided for the disposal of such wastes. (3-30-01)

**07. Motorized Equipment.** No generators or other motorized equipment emitting sound and exhaust are permitted to be operated during quiet hours. (7-1-93)

**08. Campsite Parking.** All ~~motorized wheeled motor~~ vehicles and trailers shall fit entirely within the campsite parking pad/area provided with the assigned individual or group campsite or facility. All equipment that does not fit entirely within the designated campsite parking area shall be parked at another location within the campground, or outside the campground, as may be designated by the park manager or designee. If no outside parking is available, the park manager or designee may require the party to register on a second campsite, if available. (3-30-06)

**09. Equipment.** All camping equipment and personal belongings of a camper shall be maintained within the assigned individual or group campsite or facility perimeter. (3-30-06)

**10. Check Out.** (3-30-06)

**a. Campsite.** Campers are required to check out and leave a clean individual or group campsite by 1:00 p.m. of the day following the last paid night of camping. (3-30-06)

**b. Facility.** Campers are required to check out and leave a clean individual or group camping facility by 12:00 p.m. (noon) of the day following the last paid night of camping. (3-30-06)

**11. Visitors.** Individuals visiting campers shall park in designated areas, except with permission of the park manager or designee. Visitors shall conform to established day use hours and day use fee requirements. (3-30-06)

**12. Responsible Party.** The individual purchasing an individual or group campsite or facility is responsible for ensuring compliance with the rules within this chapter. (3-30-06)

**13. Camping Prohibited.** Camping in individual or group facility sites is prohibited unless in areas specifically designated for camping or by authorization of the park manager or designee. (3-30-06)

## **201. BOATING FACILITIES.**

The provisions of this section do not apply to Department-operated marinas which provide moorage on a lease or

long-term rental basis.

(3-7-03)

**01. Moorage and Use of Marine Facilities.** No person or persons shall moor or berth a vessel of any type in a Department-owned or operated park or marine area that is signed for other use. Vessel moorage shall be limited to no more than fifteen (15) days in any consecutive thirty (30) day period.

(3-30-06)

**02. Moorage Fees.** Vessels moored between 10:00 p.m. and 7:00 a.m. at designated facilities shall be charged an overnight moorage fee.

(3-30-06)

**03. Use of Onshore Campsites.** If any person or persons from a vessel moored at a Department boating facility also occupies any designated campsite onshore, the appropriate established fee for such campsite(s) shall be paid in addition to any moorage fee provided herein.

(3-13-97)

**04. Self-Registration.** In those areas so posted, boaters shall register themselves for the use of marine facilities and onshore campsites, paying the appropriate moorage and campsite fees as provided for herein and in accordance with all posted instructions.

(3-13-97)

## **202. OVERNIGHT USE**

( )

**01. Check Out.** Overnight users are required to check out by 1:00 p.m. of the day following the last paid overnight of use.

( )

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**02. Length of Stay.** Except as provided herein, no person, party, or organization may be permitted to utilize overnight use areas on any lands administered by the Department for more than fifteen (15) days in any thirty (30) consecutive-day period. This applies to both reservation and "first come first served" customers. The IDPR Director or designee may authorize shorter or longer periods for any individual area.

( )

**03. Occupancy.** Overnight use shall be permitted only in designated areas. Overnight use is only allowed after all required fees have been paid, registration information completed, and all permits properly displayed.

( )

**04. Overnight Use Fees.** Motor vehicles or trailers not associated with campers between 10:00 p.m. and 7:00 a.m. at designated facilities shall be charged an overnight use fee.

( )

**05. Overnight Use Prohibited.** Overnight use is prohibited except in areas specifically designated for overnight use or by authorization of the park manager or designee.

( )

**06. Registration Required.** All required fees must be paid, registration information completed, and all permits properly displayed prior to occupying an overnight use area.

( )

**07. Responsible Party.** The individual purchasing an overnight use permit or the registered owner of the motor vehicle or trailer is responsible for ensuring compliance with the rules within this chapter.

( )

**08. Self Registration.** In those areas so posted, overnight users shall register themselves for the use of overnight use areas, paying the appropriate fees as provided for herein and in accordance with all posted instructions.

( )

~~202~~203. -- 224. (RESERVED).

## **225. FEES AND SERVICES.**

**01. Authority.**

(3-13-97)

a. The Board shall adopt fees for the use of lands, facilities, and equipment. Visitors shall pay all applicable fees. (3-7-03)

b. Park managers or designees may set fees for goods available for resale and services provided by staff ~~that to~~ enhance the users experience unique to the individual park. Fees for lands, facilities, and equipment unique to an individual park will be posted at that site. (3-7-03)

02. **General Provisions.** All fees in this chapter are maximum fees unless otherwise stated. Actual fees charged shall be established by Board Policy. (3-7-03)

03. **Camping.** Camping fees include the right to use designated campsites and facilities for the period camp fees are paid. Utilities and facilities may be restricted by weather or other factors. (3-16-04)

04. **Group Use.** (7-1-93)

a. Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall obtain a permit. Permits may be issued after arrangements have been made for proper sanitation, population density limitations, safety of persons and property, and regulation of traffic. (3-30-06)

b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) ~~or more to one thousand (1,000)~~ may be approved by the Director with forty-five (45) days advance notice. ~~Groups over one thousand (1,000) may be approved by the Board with sixty (60) days advance notice. The Director may approve groups over one thousand (1,000) with thirty (30) days advance notice, if they are repeat users.~~ (1-1-94)

c. The day use fee may be charged to groups entering a designated area for a noncamping visit. (3-30-06)

05. **Fees and Deposits.** Fees and deposits may be required for certain uses or the reservation of certain facilities unique to an individual park and will be posted at that site. (3-30-06)

06. **Fee Collection Surcharge.** A ten dollar (\$10) surcharge may be added to all established fees when the operator of a motorized vehicle or responsible party of a camping unit fails to pay required fees prior to entering a park area or occupying a campsite. If the surcharge is assessed, and the operator of the vehicle or responsible party is not present, all required fees in addition to the ten dollar (\$10) surcharge will be assessed against the registered owner of the motorized vehicle or camping unit. (4-7-11)

07. **Admission Fees.** A maximum per-person fee of ten dollars (\$10) may be charged for internal park facilities which provide an educational opportunity or require special accommodations. (3-10-00)

08. **Cooperative Fee Programs.** The Department may collect and disperse fees in cooperation with fee programs of other state and federal agencies. (3-10-00)

09. **Encroachment Permit Application Fees.** The Department may assess an encroachment application fee as set by the Board to cover administrative costs incurred by the Department in reviewing the application and the site and in preparing the appropriate document(s). ( )

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226. -- 249. (RESERVED).

250. **FEE SCHEDULE.**

01. **Campsites.**

CAMPSITE FEE TABLE	
	Maximum Fee Allowed

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<b>Primitive Campsite</b> No amenities at site, camping area not defined	\$13/day
<b>Standard Campsite</b> Any defined campsite, either tent pad or RV pad/area (may include: table and/or grill)	\$16/day
<b>Serviced Campsite/ W</b> Any defined campsite, either tent pad or RV pad/area, with water at site (may include: table and/or grill)	\$20/day
<b>Serviced Campsite/ E</b> Any defined campsite, either tent pad or RV pad/area, with electricity at site (may include: table and/or grill)	\$20/day
<b>Serviced Campsite/ W, E</b> Any defined campsite, either tent pad or RV pad/area, with water and electricity at site (may include table and/or grill)	\$24/day
<b>Serviced Campsite/ W, E, SWR</b> Any defined campsite, either tent pad or RV pad/area, with water, electricity, and sewer at site (may include table and/or grill)	\$26/day
<b>Companion Campsite</b> May be any campsite type, regardless of amenities, that has greater equipment/people capacity (may include table and/or grill) Fee determined by actual site type.	Site type multiplied by two (2)
<b>Amenity Fee for Central Water</b> Applies to "Standard" campsites in campgrounds with a central water supply. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
<b>Amenity Fee for Flush-Toilets/Shower</b> Applies to "Standard" campsites in campgrounds with Flush-Toilets/Shower. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
<b>Use of Campground Showers by Non-campers</b>	\$3/person
<b>Overnight Use Fee - (per motor vehicle or trailer per night)</b> Applies to non-campers leaving a <a href="#">motor vehicle</a> <a href="#">or trailer</a> <del>unattended</del> -on park property overnight.	\$10/night
<b>Limited Income Discount</b> Idaho residents showing proof of limited income (Medicaid card or other evidence approved by the Board) may receive a camping fee discount of:	\$4/day
<b>Resident Disabled Idaho Veterans</b> Campsite fees are waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	
<b>Senior Citizen Discount</b> Pursuant to Section 67-4223, Idaho Code, and at the discretion of the Director, IDPR may provide, at selected under utilized locations and times, a senior citizen discount.	Maximum 50% of RV camping fee
<b>Extra Vehicle Charge</b>	\$8/day
<b>Camping Cabins and Yurts</b>	\$150/night

Each additional person above the sleeping capacity of camping cabin or yurt	\$12/night
---	------------

(4-7-11)

**02. Reservation Service Fees, Individual Campsite or Facility.** A non-refundable non-transferable (from one (1) party to another) service charge of ten dollars (\$10) may be assessed for each individual campsite or facility reserved. This fee will be waived for campers with a current Idaho RV registration sticker and reimbursed to the Department by the RV Program. A service charge of ten dollars (\$10) or the first night's fee, whichever is less, will be assessed for the cancellation or modification of each individual campsite or facility reserved that involves reducing the planned length of stay or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window) if notice is received more than twenty-four (24) hours in advance of the scheduled arrival time. Cancellations or modifications made less than twenty-four (24) hours in advance of the scheduled arrival time shall result in assessment of a ten dollar (\$10) service charge and may require the forfeiture of the first night's camping fee. Modifications that change the original stay so that no part of the new stay includes part of the original stay are to be considered a cancellation and a re-book will be required. (3-30-06)

**03. Day Use Fee.**

DAY USE FEE TABLE		Maximum Fee Allowed
<b>Daily charge per motorized vehicle.</b> The day use fee expires at 10:00 p.m. on date of purchase or as posted. Overnight camping guests are exempt from this fee.	\$5	
<b>Daily charge per commercial motor coach</b> (no annual pass available)	\$25	
<b>Statewide Annual State Park Passport</b> per motorized vehicle	\$40	
<b>Statewide Annual State Park Passport Replacement</b> per motor vehicle	\$5	
<b>Disabled Idaho Resident Veterans</b> – The day use fee is waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability		
<b>Second Vehicle Annual Passport.</b>	\$15	

(4-7-11)

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**04. Special Charges.** The cost to the agency for returned checks will be passed on to the issuer of the insufficient funds check. (3-7-03)

**05. Group Facility Fees.** Reservation service fee, designated group campground or facility. (3-30-06)

**a.** A non-refundable, non-transferable (from one (1) party to another) service charge of twenty-five dollars (\$25) will be assessed per designated group area or facility reserved. This fee will be charged in addition to the usage fees for each group or campsite or facility. (3-30-06)

**b.** Groups using overnight facilities shall be charged three dollars (\$3) per person per night camping fees for each individual above the authorized base occupancy rate for the specific site or facility. (3-30-06)

**c.** Cleaning/damage deposits may be required for certain facilities. Where cleaning/damage deposits are required, they shall be paid prior to check-in. Cleaning/damage deposits shall be fully refunded if the facility is left in the same condition in which it was accepted. (3-30-06)

**d.** Group use fees for day use facilities may be negotiated by the park manager or designee and will generally not fall below the cost of providing services. (3-30-06)

**06. Boating Facilities.**

<b>BOATING FACILITIES FEE TABLE</b>		<b>Maximum Fee Allowed</b>
<b>Vessel launching</b> (per vessel/per day) (Annual park passport or day use fee apply toward vessel launching fees)		\$5/day
<b>Overnight moorage</b> - any length of vessel. (Applicable to persons who have paid for a park campsite and are not camping on the vessel)		\$9/night
<b>Overnight moorage</b> - persons camping on vessel Any length vessel Any length vessel moored at buoy		\$10/night \$9/night

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(4-7-11)

**07. Modification of Fees.** Additional fees or deposits may be required for certain uses or for the reservation of certain facilities. The Department reserves the right to waive or reduce fees and charges for Department sponsored promotions. (7-1-93)

**08. Sales Tax.** Applicable sales tax may be added to all sales excluding the day use fee. (3-30-06)

**09. Length of Stay.** Fifteen (15) days in any consecutive thirty (30) day period. (3-30-06)

**10. Nordic Ski-Grooming Winter Access Program Fee.** A fee of four dollars (\$4) per person per day and thirty-five dollars (\$35) per family per season will be required at Board-approved premium Nordic-ski grooming Winter Access program locations. These programs may include maintained parking areas, warming facilities, winter accessible restroom facilities, regularly groomed ski-trails, extensive signing, trail mapping, and ski patrol services. (3-16-04)

**251. -- 274. (RESERVED).**

**275. CRITERIA FOR INDIVIDUAL CAMPSITE, CAMPING CABIN, AND YURT RESERVATIONS.**

**01. Confirmation Requirements.** (3-30-06)

a. Confirmation of an Individual Campsite or Facility Reservation. Full payment of all appropriate camping-and-related-service-required fees shall be made before a reservation is confirmed. (3-30-06-)

b. Confirmation of a Designated Group Campground or Facility Reservation. (3-30-06)

i. Payment of the first night or daily base rate fee for a group facility and all related-service-required fees shall be made before a reservation is confirmed. (3-30-06-)

ii. Payment of all camping-and-related-service-required fees applicable for each campsite or facility reserved within a group campground must be paid at the time of booking before a reservation is confirmed. (3-30-06-)

**02. Individual Campsite and Facility Reservations.** Reservations for individual campsites and facilities shall be managed in accordance with rules promulgated by the Idaho Park and Recreation Board. (3-30-06)

**03. Reservation Modifications.** Individual and group campsite(s) or facilities. A reservation service fee will be assessed for any modification to a previously made reservation that involves reducing the planned length

of stay, or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window). With the exception of the reservation service fees as defined in Subsection 250.02, any overpaid fees will be reimbursed at the time the reservation is modified. (3-30-06)

**04. Reservation Cancellations.** (3-7-03)

a. Individual Site or Facility. A reservation service fee will be assessed for the cancellation of a reservation. This service fee will be assessed for each campsite or facility involved. If the customer cancels after the scheduled arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time shall the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-30-06)

b. Park Board Designated Special Use Campsites and Facilities~~Group Campsite or Facility~~. A reservation service fee will be assessed for the cancellation of a reservation. If a cancellation for a group facility occurs ~~fewer than~~ twenty-one (21) or fewer calendar days prior to arrival, the customer forfeits the first night or daily facility usage fees (base rate). If a cancellation for a group facility occurs more than twenty-one (21) calendar days prior to arrival, a cancellation charge of fifty dollars (\$50.00) will be assessed. If the customer cancels after the arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time shall the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. An individual site cancellation fee applies to each campsite in a group campground. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-30-06)

**05. Park Manager Authority.** The park manager or designee may deny entry to, or reservation of, any Department unit, campsite, or facility, to any individual whose prior documented behavior has violated Department rules or whose in-park activities are incompatible with the park's operation. (3-30-06)

**276. -- 299. (RESERVED).**

**300. RESERVING GROUP USE FACILITIES.**

**01. General.** Unless otherwise provided, designated group use facilities and areas may be reserved through the reservation system up to nine (9) months in advance but at least two (2) days prior to the date of arrival. (3-30-06)

**02. Responsible Party.** A designated group leader shall be responsible for all facilities. A damage or cleaning deposit may be required by the park manager or designee as a condition of reservation. (3-7-03)

**03. Park Manager Authority.** The park manager or designee may deny entry to, or reservation of any Department unit, campsite, or facility, to any group whose prior documented behavior has violated Department rules, whose in-park activities are incompatible with the park's operation, or whose in-park activity will violate Department rules. (3-30-06)

**04. Additional Information.** Additional information concerning group use reservations and definitions can be found in Subsection 250.05 of this chapter. (3-30-06)

**301. -- 399. (RESERVED).**

**400. PARK CAPACITIES.**

Where applicable, park managers may limit or deny access to an area whenever it has reached its designated capacity. Only if special arrangements for the public welfare have been made may the park manager allow that capacity to be exceeded. (3-30-06)



**401. OPERATIONAL GUIDELINES FOR NON-TRADITIONAL RECREATIONAL ACTIVITIES.**

Non-traditional recreational activities such as model airplane/glider operations, geo-caching, gold panning and metal detecting may be authorized by the Park Manager or his designee, if such activities do not interfere with traditional uses of the park and are consistent with preservation of park resources. (4-2-08)

**402. -- 449. (RESERVED).**

**450. WATERFRONT AREA RESTRICTIONS.**

**01. Swimming.** Swimming or water contact shall be at an individual's own risk. (3-7-03)

**02. Restrictions on Designated Beaches.** No glass containers or pets are allowed on designated beaches or swim areas. (3-7-03)

**03. Restricted Areas.** Vessels shall remain clear of designated beaches and other areas signed and buoyed for public safety. (3-7-03)

**04. Ramps and Docks.** The use of docks located next to boat ramps is limited to the active launching and loading of boats. (3-7-03)

**05. Compliance with Laws.** Vessels operating on public waters administered by the Department shall fully comply with the Idaho Safe Boating Act, Title 67, Chapters 70 and the Marine Sewage Disposal Act, Title 67, Chapter 75, Idaho Code and the rules promulgated thereunder. The director may establish rules prohibiting the use of boat motors or to limit the horsepower capacity on those vessels operating on waters administered by the Department. (3-7-03)

**451. -- 474. (RESERVED).**

**475. PETS.**

Pets are allowed within lands administered by the Department only if confined or controlled on a leash not longer than six (6) feet in length. No person may allow their pet to create a disturbance which might be bothersome to other users. Excepting persons with disabilities who are assisted by guide animals, no person may permit their pet animals to enter or remain on any swim area or beach. Pet owners shall be responsible to clean up after their animals. Pets may not be left unattended. Areas for exercising pets off leash may be designated by the park manager or designee. Department employees may impound or remove any stray or unattended animals at the owner's expense. (3-7-03)

**476. -- 499. (RESERVED).**

**500. LIVESTOCK.**

Grazing of livestock is not permitted within lands administered by the Department. Exceptions may be made by the board for grazing permits or otherwise permitting the use of lands administered by the Department for livestock. The use of saddle or other recreational livestock is prohibited on trails, roadways, and other areas unless designated through signing for that purpose or with permission of the park manager or designee. (3-7-03)

**501. -- 524. (RESERVED).**

**525. FIRES.**

The use of fires shall be restricted to fire circles, grills or other places otherwise designated by the park manager. All fires shall be kept under control at all times, and shall be extinguished before checking out of the campsite or whenever fire is left unattended. Areas may be closed to open fires during extreme fire danger. (3-13-97)

**526. -- 549. (RESERVED).**

**550. FIREWORKS.**

No person may use fireworks of any kind within lands administered by the Department, except under special permit

issued by the director for exhibition purposes, and then only by persons designated by the director. (1-1-94)

**551. -- 574. (RESERVED).**

**575. PROTECTION OF WILDLIFE.**

All molesting, injuring, or killing of any wild creature is strictly prohibited, except as provided by action of the Board and as established in Board Policy. Persons in possession of wildlife, which may be legally taken within state park boundaries, shall comply with Idaho Fish and Game rules. (3-7-03)

**576. PROTECTION OF HISTORICAL, CULTURAL AND NATURAL RESOURCES.**

The digging, destruction or removal of historical, cultural or natural resources is prohibited. Collection for scientific and educational purposes will be through written permission of the park manager or designee only. (3-30-06)

**01. Spreading of Human Ashes.** Human ashes may be spread on lands owned by the Idaho Department of Parks and Recreation. The exact location must be pre-approved by the Park Manager or designee. Ashes may not be spread in the water within a state park. (4-2-08)

**02. Land-Use Restrictions.** The spreading of human ashes will not restrict the use of Department land from future development. The Department does not assign or convey any rights or restrictions by allowing the placement of ashes on the land, and there are no restrictions in the ability of the landowner to operate, develop, or otherwise use the land at their sole discretion without any obligation associated with the placement of ashes on the land. (4-2-08)

**577. -- 599. (RESERVED).**

**600. PERSONAL SAFETY, FIREARMS.**

No person may purposefully or negligently endanger the life of any person or creature within any land administered by the Department. No person may discharge firearms or other projectile firing devices within any lands administered by the Department, except in the lawful defense of person, persons, or property or in the course of lawful hunting, or for exhibition or at designated ranges as authorized by the Director. (3-29-10)

**601. -- 624. (RESERVED).**

**625. ADVERTISEMENTS/PROMOTIONS/DEMONSTRATIONS.**

**01. Printed Material.** Public notices, public announcements, advertisements, or other printed matter shall only be posted or distributed in a special area approved by the park manager or designee. (3-30-06)

**02. Political Advertising.** Political advertising is strictly prohibited within any lands administered by the Department. (3-30-06)

**03. Demonstrations.** Public demonstrations are limited to areas approved by the park manager and subject to an approved permit issued after arrangements for sanitation, population density limitations, safety of persons and property, and regulation of traffic are made. (3-30-06)

**626. -- 649. (RESERVED).**

**650. AUTHORIZED OPERATIONS.**

No person, firm, or corporation may operate any concession, business, or enterprise within lands administered by the Department without written permission or permit from the board. No person(s), partnership, corporation, association or other organized groups may: (1-1-94)

**01. Beg or Solicit for Any Purpose.** (7-1-93)

**02. Game or Operate a Gaming Device of Any Nature.** (7-1-93)

**03. Abandon Any Property.** Leaving property on Department lands is prohibited unless registered in a campsite or permitted by the park manager or designee. Property left on Department lands for more than twenty-four (24) hours will be removed at the owner's expense. (3-7-03)

**04. Discriminate.** Discriminate in any manner against any person or persons because of race, color, national origin, religion, gender, age or disability within lands administered by the Department. (1-1-94)

**651. -- 674. (RESERVED).**

**675. DEPARTMENT RESPONSIBILITY.**

The Department is not responsible for damage to, or theft of personal property within lands administered by the Department. All visitors use facilities and areas at their own risk. (1-1-94)

**676. -- 999. (RESERVED).**

IDPR Passport Rule Changes – Temporary + Proposed

**IDAPA 26  
TITLE 01  
CHAPTER 20**

**26.01.20 - RULES GOVERNING THE ADMINISTRATION OF PARK  
AND RECREATION AREAS AND FACILITIES**

**000. LEGAL AUTHORITY.**

The Idaho Park and Recreation Board is authorized under Section 67-4223, Idaho Code, to adopt, amend, or rescind rules as may be necessary for the proper administration of Chapter 42, Title 67, Idaho Code, and the use and protection of lands and facilities subject to its jurisdiction. (1-1-94)

**001. TITLE AND SCOPE.**

**01. Title.** The title of this chapter shall be cited in full as Idaho Department of Parks and Recreation Rules, IDAPA 26.01.20, "Rules Governing the Administration of Park and Recreation Areas and Facilities." (1-1-94)

**02. Scope.** This chapter establishes fees for and rules governing the use of lands and facilities administered by the Department, and establishes procedures for obtaining individual and group use reservations. (3-13-97)

**002. WRITTEN INTERPRETATIONS.**

This agency has written interpretations of these rules, in the form of explanatory comments accompanying the notice of proposed rulemaking that originally proposed the rules, or documentation of compliance with IDAPA 26.01.01.150, "Rules of Administrative Procedure of the Idaho Park and Recreation Board." These documents are available for public inspection and copying in the central office of the agency. (3-13-97)

**003. APPEALS.**

Any person who may be adversely affected by a final decision, ruling, or direction of the director may appeal the decision, ruling, or direction as outlined under IDAPA 26.01.01.250, "Rules of Administrative Procedure of the Idaho Park and Recreation Board." (1-1-94)

**004. INCORPORATION BY REFERENCE.**

No documents have been incorporated by reference into these rules. (3-16-04)

**005. OFFICE -- OFFICE HOURS -- MAILING ADDRESS AND STREET ADDRESS.**

**01. Office Hours.** Office hours are 8:00 a.m. to 5:00 p.m., Mountain Time, Monday through Friday, except holidays designated by the state of Idaho. (3-30-06)

**02. Mailing Address.** The mailing address for the central office is Idaho Department of Parks and Recreation, PO Box 83720, Boise, ID 83720-0065. (3-16-04)

**03. Street Address.** The office of the Idaho Department of Parks and Recreation is located at 5657 Warm Springs Ave., Boise, ID 83716. (3-16-04)

**006. PUBLIC RECORDS ACT COMPLIANCE.**

Any records associated with these rules are subject to the provisions of the Idaho Public Records Act, Title 9, Chapter 1, Idaho Code. (3-16-04)

**007. -- 009. (RESERVED).**



**010. DEFINITIONS.**

As used in this chapter:

(1-1-94)

**01. ADA Campsites and Facilities.**

(3-30-06)

a. ADA Designated Campsites. A reservable ADA campsite may only be reserved and occupied by a party that can provide proof of disability upon arrival. If not reserved after 6:00 p.m. and no other non-ADA designated sites of the same site type are available, the site would be available for one (1) night.

(3-30-06)

b. ADA Accessible Facilities. IDPR offers some facilities that provide for ADA accessibility. These facilities are not managed exclusively for ADA use.

(3-30-06)

**02. Annual Motor Vehicle Entrance Fee.** A sticker that allows a single motor vehicle to enter Idaho State Parks without being charged a motor vehicle entrance fee.

( )

a. The Annual Motor Vehicle Entrance Fee sticker expires December 31 of the year issued.

( )

b. The Annual Motor Vehicle Entrance Fee sticker may be purchased at any Idaho State Park, the Idaho Department of Parks and Recreation central or regional offices, or online.

( )

c. Automobiles, Trucks, Motorhomes: The sticker must be permanently affixed on the lower corner of the driver's side windshield.

( )

d. All Terrain Vehicles (ATVs), Utility Type Vehicles (UTVs), Specialty Off-Highway Vehicle (SOHVs): The sticker must be permanently affixed on the rear fender.

( )

e. Motorbikes: The sticker must be permanently affixed on the rider's right fork.

( )

f. Snowmobiles: The sticker must be permanently affixed to the right side of the cowling located just below the hood, to the right of the registration sticker. It must be visible and legible at all times.

( )

**03. Annual Motor Vehicle Entrance Fee Replacement.** Replacement due to a motor vehicle sale or damage to an existing annual motor vehicle entrance fee sticker.

( )

a. The applicant must apply at any Idaho state park, at the Idaho Department of Parks and Recreation central or regional offices, or online for the replacement sticker.

( )

b. Proof of purchase must be established.

( )

c. Display and placement of the replacement sticker will comply with Section 010.02 c, d, e, and f.

( )

**04. Board.** The Idaho Park and Recreation Board, a bipartisan, six (6) member Board, appointed by the Governor.

(3-13-97)

**05. Camping Unit.** A camping unit is the combined equipment and people capacity that a site or facility will accommodate.

(3-30-06)

a. Campsites. Maximum capacity limits on each campsite are subject to each site's design and size. Unless otherwise specified, the maximum capacity will be one (1) family unit or a party of no more than eight (8) persons, one (1) vehicle or RV or two (2) motorcycles, and up to two (2) tents, provided the combined equipment and people fit within the designated camping area of the site selected.

(4-2-08)

b. Facilities. Maximum capacity limits on each facility are subject to each facility's design and size. The combined equipment and people occupying a facility must fit within the designated areas of the facility selected.

(3-30-06)

**06. Camping Day.**

(3-30-06)

a. For individual and group campsites the period between 2:00 p.m. of one (1) calendar day and 1:00 p.m. of the following calendar day.

(3-30-06)

b. For individual and group camping facilities, the period between 3:00 p.m. of one (1) calendar day and 12:00 p.m. (noon) of the following calendar day.

(3-30-06)

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**0507. Campsite.** (3-30-06)

a. Individual. An area within an IDPR managed campground designated for camping use by an individual camping unit or camping party. (3-30-06)

b. Group. An area within an IDPR managed campground designated for group camping use or a block of individual campsites designated for group use within a campground primarily managed for individual use. (3-30-06)

c. Facility, Individual. A camping structure within an IDPR managed campground or area designated for camping use by an individual camping party. (3-30-06)

d. Facility, Group. A camping structure within an IDPR managed campground or area designated for group use. (3-30-06)

**0608. Day Use.** Use of any non-camping lands and/or facilities between the hours of 7:00 a.m. and 10:00 p.m. unless otherwise posted. (3-30-06)

~~07. Day Use Fee. A fee charged for entry to a designated area. (3-30-06)~~

**0709. Department.** The Idaho Department of Parks and Recreation. (1-1-94)

**0810. Designated Beach.** Waterfront areas designated by the park manager or designee for water-based recreation activities. The length and width of each designated beach shall be visibly identified with signs. (3-30-06)

**0911. Designated Roads and Trails.** Facilities recognizable by reasonable formal development, signing, or posted rules. (3-7-03)

**1012. Director.** The Director and chief administrator of the Department, or the designee of the Director. (1-1-94)

**1113. Dock and Boating Facility.** Floats, piers and mooring buoys owned or operated by the Department. (3-13-97)

**1214. Extra Vehicle.** An additional motorized vehicle (not in tow at time of entry) without built in sleeping accommodations registered to a camp site. (3-13-97)

**1315. Facilities.** (3-30-06)

a. Individual. A camping structure within an IDPR managed campground or area designated for camping use by an individual camping party. (3-30-06)

b. Group. A camping structure within an IDPR managed campground or area designated for group use. (3-30-06)

**1416. Group Use.** Twenty-five (25) or more people, or any group needing special considerations or deviations from normal Department rules or activities. (1-1-94)

**17. Idaho State Parks Passport.** A sticker—purchased from any county Department of Motor Vehicles office in the state of Idaho—that matches a particular motor vehicle license number and expiration date, allowing that vehicle to enter Idaho State Parks without being charged a motor vehicle entrance fee. ( )

a. Idaho State Parks Passport sticker expires concurrent with the expiration of that vehicle's registration. ( )

b. Automobiles, Trucks, Motorhomes: The sticker must be permanently affixed on the lower corner of the driver's side windshield. ( )

c. All Terrain Vehicles (ATVs), Utility Type Vehicles (UTVs), Specialty Off-Highway Vehicle (SOHVs): The sticker must be permanently affixed on the rear fender. ( )

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- d. Motorbikes: The sticker must be permanently affixed on the rider's right fork. ( )
- e. Snowmobiles: The sticker must be permanently affixed to the right side of the cowling located just below the hood, to the right of the registration sticker. It must be visible and legible at all times ( )

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**18. Idaho State Parks Passport Replacement.** Replacement due to a motor vehicle registration transfer or damage to an existing passport.

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a. The applicant must apply in person at their county Department of Motor Vehicles office for this replacement sticker. ( )

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b. Display and placement of the replacement sticker will comply with Section 101.17.b

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**1719. Motorized Vehicle.** Every vehicle that is self-propelled except for vehicles moved solely by human power and motorized wheelchairs ~~as defined in Section 49-123(g), Idaho Code.~~ (3-7-03)

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**1820. Motor Vehicle Entrance Fee (MVEF).** A fee charged for entry to or operation of a motor vehicle in an Idaho State Park. Day use expires at 10:00 p.m. on date of purchase or as posted; overnight camping use expires upon checkout which is 1:00 p.m. for a campsite and 12:00 p.m. (noon) for a facility. ( )

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**1921. Park or Program Manager.** The person, designated by the Director, responsible for administering and supervising particular lands, facilities, and staff that are under the jurisdiction of the Department. (3-7-03)

**2022. Standard Amenities.** Campsite with no serviced amenities. (3-30-06)

**2123. Serviced Amenities.** Serviced campsite amenities includes water, electricity, or sewer. (3-30-06)

**2224. Primary Season.** The time of the year when the majority of use occurs at a park facility. (3-7-03)

**2325. Vessel.** Every description of watercraft, including a seaplane on the water, used or capable of being used as a means of transportation on water, but not including float houses, diver's aids operated and designed primarily to propel a diver below the surface of the water, and non-motorized devices not designed or modified to be used as a means of transportation on the water such as inflatable air mattresses, single inner tubes, and beach and water toys as defined in Section 67-7003(22), Idaho Code. (3-7-03)

**2426. Vessel Length.** The distance measured at the centerline at the highest point above the waterline from the fore-part of the outer hull at the bow to the aft-part of the outer hull at the stern, excepting any bowsprits, railings or extraneous or additional equipment. (3-13-97)

**011. -- 074. (RESERVED).**

## **075. AUTHORITY CONFERRABLE ON EMPLOYEES - ENFORCEMENT.**

**01. Director Authority.** The Director may, pursuant to Section 67-4239, Idaho Code, authorize any employee of the Department to exercise any power granted to, or perform any duty imposed upon the Director. (3-7-03)

**02. Park Manager Authority.** The park manager or designee may establish and enforce all rules, including interim rules. Interim rules shall apply to the public safety, use, and enjoyment or protection of natural, cultural, or other resources within lands administered by the Department. Those rules shall be posted for public view and shall be consistent with established state laws and these rules. Interim rules shall expire in one hundred twenty (120) days from the established effective date unless approved by the Board. (3-30-06)

**076. -- 099. (RESERVED).**

## **100. PENALTIES FOR VIOLATIONS.**

Failure of any person, persons, partnership, corporation, concessionaire, association, society, or any fraternal, social or other organized groups to comply with these rules shall constitute an infraction. (3-30-06)

**01. Civil Claim.** The penalty established in Section 100 of this Chapter shall not prevent the Department from filing a civil claim against a violator to collect damages incurred to lands, resources, or facilities administered by the Department. (3-13-97)

**02. Violators.** In addition to the penalty provided in Section 100 of this Chapter, or any other existing laws of the state of Idaho, any person failing to comply with any section of these rules or federal, state, or local laws, rules, or ordinances applicable under the circumstances, shall be a trespasser upon state land and subject to expulsion from any state park area for a period of time not less than forty-eight (48) hours. (3-7-03)

**101. -- 124. (RESERVED).**

**125. PRESERVATION OF PUBLIC PROPERTY.**

The destruction, injury, defacement, removal, or disturbance in or of any public building, sign, equipment, monument, statue, marker, or any other structures; or of any tree, flower, or other vegetation; or of any cultural artifact or any other public property of any kind, is prohibited unless authorized by the park manager of a specific area. (3-30-06)

**126. -- 149. (RESERVED).**

**150. USE OF ~~MOTORIZED~~ VEHICLES.**

Except where otherwise provided, motor vehicles may enter or be operational in park and recreation areas and facilities only upon payment of the motor vehicle entrance fee or display of a valid Idaho State Parks Passport or Annual Motor Vehicle Entrance Fee sticker. All ~~motorized~~ vehicles shall stay on authorized established Department roadways or parking areas except for trails and areas which are clearly identified by signs for off-road use. Drivers and ~~motor~~ vehicles operated within lands administered by the Department shall be licensed or certified as required under state law. The operators of all ~~motor~~ vehicles shall comply with the ~~day-use-motor vehicle entrance fee~~ requirements, speed and traffic rules of the Department, and all other federal, state, local laws, and ordinances governing traffic on public roads.

( ~~3-30-06~~ )

**01. Use of Parking Spaces for Persons with a Disability.** Special zones and parking spaces within state parks are designated and signed for exclusive use by vehicles displaying a special license plate or card denoting legal handicap status as provided in Section 49-213, Idaho Code. (3-7-03)

**02. Overdriving Road Conditions and Speeding Prohibited.** No person shall drive a vehicle at a speed greater than the posted speed or a reasonable and prudent speed under the conditions, whichever is less. Every person shall drive at a safe and appropriate speed when traveling on park roads, in congested areas, when pedestrians or bicyclists are present, or by reason of weather or hazardous highway conditions as provided in Section 49-654, Idaho Code. (3-7-03)

**03. Motorcycle and ATV Safety Helmets.** Persons under eighteen (18) years of age shall wear a protective safety helmet when riding upon a motorcycle or an all-terrain vehicle as operator or passenger as provided in Section 49-666, Idaho Code. (3-30-06)

**04. Snowmobile Operation Limited.** No person shall operate a snowmobile on any regularly plowed park road unless authorized by park manager or designee. Access on non-plowed roads and trails shall only be permitted when authorized by the park manager. (3-30-06)

**05. Compliance With Posted Regulatory Signs Required.** Persons operating vehicles within state parks are required to obey posted regulatory signs as provided in Section 49-807, Idaho Code. (3-7-03)

**06. Obedience to Traffic Direction Required.** No person shall willfully fail or refuse to comply with any lawful order or directions of any park employee invested with authority to direct, control or regulate traffic within a state park. (3-30-01)



**07. Restrictions.** The operation of motorized vehicles within a designated campground is restricted to ingress and egress to a campsite or other in-park destination by the most direct route. (3-30-06)

**08. Official Use.** This rule does not prohibit official use of motorized vehicles by Department employees anywhere within lands administered by the Department. (1-1-94)

**151 -- 174. (RESERVED).**

**175. PUBLIC BEHAVIOR.**

**01. Resisting and Obstructing a Park Employee Prohibited.** Persons shall not willfully resist, delay, obstruct, or interfere with any park employee in his duties to protect the state's resources and facilities and to provide a safe place to recreate. (3-30-01)

**02. Day Use.** Between the hours of 10:00 p.m. and 7:00 a.m., unless otherwise posted, all persons not registered for the night or attending park-sponsored activities are to leave the park. (3-30-06)

**03. Quiet Hours.** Within lands administered by the Department, the hours between 10:00 p.m. and 7:00 a.m. shall be considered quiet hours unless otherwise posted. During that time, users are restricted from the production of noise that may be disturbing to other users. (1-1-94)

**04. Noise.** Amplified sound, poorly muffled vehicles, loud conduct or loud equipment are prohibited within lands administered by the Department, except in designated areas or by authority of the park manager. (1-1-94)

**05. Alcohol.** State laws regulating alcoholic beverages and public drunkenness shall be enforced within lands administered by the Department. (3-30-01)

**06. Littering.** Littering is prohibited within lands administered by the Department. (1-1-94)

**07. Smoking.** State Park facilities are designated as "smoke free" areas. Persons shall not smoke within park structures or at posted outdoor areas. (3-30-01)

**176. -- 199. (RESERVED).**

**200. CAMPING.**

**01. Occupancy.** Camping shall be permitted only in designated campsites, areas, or facilities. A campsite or facility will be determined occupied only after all the required camping fees have been paid and registration information completed. Unique circumstances may arise, and specific sites or facilities by virtue of design may require exceptions to the capacity limits outlined below. (3-30-06)

**02. Self Registration.** In those areas so posted, campers shall register themselves for the use of campsites and facilities, paying the appropriate fees as provided for herein and in accordance with all posted instructions. (3-30-06)

**03. Length of Stay.** Except as provided herein, no person, party or organization may be permitted to camp on any lands administered by the Department for more than fifteen (15) days in any thirty (30) consecutive day period. This applies to both reservation and "first come first served" customers. The IDPR Operations Division Administrator or designee may authorize shorter or longer periods for any individual area. (3-30-06)

**04. Registration Required.** All camping-required fees must be paid and registration information completed prior to occupying a campsite or facility. Saving or holding campsites or facilities for individuals not physically present at the time of registration for "first come first served" camping is prohibited. (3-30-06)

**05. Condition of Campsite.** Campers shall keep their individual or group campsite or facility and

other use areas clean. (3-30-06)

**06. Liquid Waste Disposal.** All gray water and sewage wastes shall be held in self-contained units or collected in water-tight receptacles in compliance with state adopted standards and dumped in sanitary facilities provided for the disposal of such wastes. (3-30-01)

**07. Motorized Equipment.** No generators or other motorized equipment emitting sound and exhaust are permitted to be operated during quiet hours. (7-1-93)

**08. Campsite Parking.** All motorized ~~wheeled~~ vehicles and trailers shall fit entirely within the campsite parking pad/area provided with the assigned individual or group campsite or facility. All equipment that does not fit entirely within the designated campsite parking area shall be parked at another location within the campground, or outside the campground, as may be designated by the park manager or designee. If no outside parking is available, the park manager or designee may require the party to register on a second campsite, if available. (3-30-06)

**09. Equipment.** All camping equipment and personal belongings of a camper shall be maintained within the assigned individual or group campsite or facility perimeter. (3-30-06)

**10. Check Out.** (3-30-06)

**a.** Campsite. Campers are required to check out and leave a clean individual or group campsite by 1:00 p.m. of the day following the last paid night of camping. (3-30-06)

**b.** Facility. Campers are required to check out and leave a clean individual or group camping facility by 12:00 p.m. (noon) of the day following the last paid night of camping. (3-30-06)

**11. Visitors.** Individuals visiting campers shall park in designated areas, except with permission of the park manager or designee. Visitors shall conform to established day use hours and day use fee requirements. (3-30-06)

**12. Responsible Party.** The individual purchasing an individual or group campsite or facility is responsible for ensuring compliance with the rules within this chapter. (3-30-06)

**13. Camping Prohibited.** Camping in individual or group facility sites is prohibited unless in areas specifically designated for camping or by authorization of the park manager or designee. (3-30-06)

**201. BOATING FACILITIES.**  
The provisions of this section do not apply to Department-operated marinas which provide moorage on a lease or long term rental basis. (3-7-03)

**01. Moorage and Use of Marine Facilities.** No person or persons shall moor or berth a vessel of any type in a Department-owned or operated park or marine area that is signed for other use. Vessel moorage shall be limited to no more than fifteen (15) days in any consecutive thirty (30) day period. (3-30-06)

**02. Moorage Fees.** Vessels moored between 10:00 p.m. and 7:00 a.m. at designated facilities shall be charged an overnight moorage fee. (3-30-06)

**03. Use of Onshore Campsites.** If any person or persons from a vessel moored at a Department boating facility also occupies any designated campsite onshore, the appropriate established fee for such campsite(s) shall be paid in addition to any moorage fee provided herein. (3-13-97)

**04. Self-Registration.** In those areas so posted, boaters shall register themselves for the use of marine facilities and onshore campsites, paying the appropriate moorage and campsite fees as provided for herein and in accordance with all posted instructions. (3-13-97)

202. -- 224. (RESERVED).

**225. FEES AND SERVICES.**

**01. Authority.** (3-13-97)

a. The Board shall adopt fees for the use of lands, facilities, and equipment. Visitors shall pay all applicable fees. (3-7-03)

b. Park managers or designees may set fees for goods available for resale and services provided by staff that enhance the users experience unique to the individual park. Fees for lands, facilities and equipment unique to an individual park will be posted at that site. (3-7-03)

**02. General Provisions.** All fees in this chapter are maximum fees unless otherwise stated. Actual fees charged shall be established by Board Policy. (3-7-03)

**03. Camping.** Camping fees include the right to use designated campsites and facilities for the period camp fees are paid. Utilities and facilities may be restricted by weather or other factors. (3-16-04)

**04. Group Use.** (7-1-93)

a. Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall obtain a permit. Permits may be issued after arrangements have been made for proper sanitation, population density limitations, safety of persons and property, and regulation of traffic. (3-30-06)

b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) to one thousand (1,000) may be approved by the Director with forty-five (45) days advance notice. Groups over one thousand (1,000) may be approved by the Board with sixty (60) days advance notice. The Director may approve groups over one thousand (1,000) with thirty (30) days advance notice, if they are repeat users. (1-1-94)

c. The ~~day-use~~ motor vehicle entrance fee may be charged to groups entering a designated area for a noncamping visit. (3-30-06)

**05. Fees and Deposits.** Fees and deposits may be required for certain uses or the reservation of certain facilities unique to an individual park and will be posted at that site. (3-30-06)

**06. Fee Collection Surcharge.** A ten dollar (\$10) surcharge may be added to all established fees when the operator of a motorized vehicle or responsible party of a camping unit fails to pay required fees prior to entering a park area or occupying a campsite. If the surcharge is assessed, and the operator of the motor vehicle or responsible party is not present, all required fees in addition to the ten dollar (\$10) surcharge will be assessed against the registered owner of the motorized vehicle or camping unit. (4-7-11)

**07. Admission Fees.** A maximum per person fee of ten dollars (\$10) may be charged for internal park facilities which provide an educational opportunity or require special accommodations. (3-10-00)

**08. Cooperative Fee Programs.** The Department may collect and disperse fees in cooperation with fee programs of other state and federal agencies. (3-10-00)

226. -- 249. (RESERVED).

**250. FEE SCHEDULE.**

**01. Campsites.**

CAMPSITE FEE TABLE	
<b>Primitive Campsite</b> No amenities at site, camping area not defined	\$13/day
<b>Standard Campsite</b> Any defined campsite, either tent pad or RV pad/area (may include: table and/or grill)	\$16/day
<b>Serviced Campsite/ W</b> Any defined campsite, either tent pad or RV pad/area, with water at site (may include: table and/or grill)	\$20/day
<b>Serviced Campsite/ E</b> Any defined campsite, either tent pad or RV pad/area, with electricity at site (may include: table and/or grill)	\$20/day
<b>Serviced Campsite/ W, E</b> Any defined campsite, either tent pad or RV pad/area, with water and electricity at site (may include table and/or grill)	\$24/day
<b>Serviced Campsite/ W, E, SWR</b> Any defined campsite, either tent pad or RV pad/area, with water, electricity, and sewer at site (may include table and/or grill)	\$26/day
<b>Companion Campsite</b> May be any campsite type, regardless of amenities, that has greater equipment/people capacity (may include table and/or grill) Fee determined by actual site type.	Site type multiplied by two (2)
<b>Amenity Fee for Central Water</b> - Applies to "Standard" campsites in campgrounds with a central water supply. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
<b>Amenity Fee for Flush-Toilets/Showers</b> - Applies to "Standard" campsites in campgrounds with Flush-Toilets/Showers. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
<b>Use of Campground Showers by Non-campers</b>	\$3/person
<b>Overnight Use Fee</b> Applies to non-campers leaving a vehicle unattended on park property overnight.	\$10/night
<b>Limited Income Discount</b> - Idaho residents showing proof of limited income (Medicaid card or other evidence approved by the Board) may receive a camping fee discount of:	\$4/day
<b>Resident Disabled Idaho Veterans</b> - Campsite fees are waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	
<b>Senior Citizen Discount</b> - Pursuant to Section 67-4223, Idaho Code, and at the discretion of the Director, IDPR may provide, at selected under utilized locations and times, a senior citizen discount,	Maximum 50% of RV camping fee
<b>Extra-Vehicle-Charge</b>	\$8/day

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<b>Camping Cabins and Yurts</b>	\$150/night
Each additional person above the sleeping capacity of camping cabin or yurt	\$12/night

(4-7-11)

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**02. Reservation Service Fees, Individual Campsite or Facility.** A non-refundable non-transferable (from one (1) party to another) service charge of ten dollars (\$10) may be assessed for each individual campsite or facility reserved. This fee will be waived for campers with a current Idaho RV registration sticker and reimbursed to the Department by the RV Program. A service charge of ten dollars (\$10) or the first night's fee, whichever is less, will be assessed for the cancellation or modification of each individual campsite or facility reserved that involves reducing the planned length of stay or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window) if notice is received more than twenty-four (24) hours in advance of the scheduled arrival time. Cancellations or modifications made less than twenty-four (24) hours in advance of the scheduled arrival time shall result in assessment of a ten dollar (\$10) service charge and may require the forfeiture of the first night's camping fee. Modifications that change the original stay so that no part of the new stay includes part of the original stay are to be considered a cancellation and a re-book will be required. (3-30-06)

**03. Day-Use Motor Vehicle Entrance Fee.** ( )

<b>DAY-USE FEE TABLE, Motor Vehicle Entrance Fee Table</b>	
<b>Statewide Annual Pass, Motor Vehicle Entrance Fee</b> per motorized vehicle	\$40
<b>Annual Motor Vehicle Entrance Fee Replacement</b> per motor vehicle	\$5
<b>Daily charge per motorized vehicle.</b> The day-use fee expires at 10:00 p.m. on date of purchase or as posted. Overnight camping guests are exempt from this fee.	\$5
<b>Daily charge per commercial motor coach</b> (no annual pass available)	\$25
<b>Disabled Idaho Resident Veterans</b> - The motor vehicle entrance day-use fee is waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	
<b>Second Vehicle Annual Idaho State Parks Passport</b> per motor vehicle	\$15
<b>Idaho State Parks Passport Replacement</b> per motor vehicle	\$2

(4-7-11)

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**04. Special Charges.** The cost to the agency for returned checks will be passed on to the issuer of the insufficient funds check. (3-7-03)

**05. Group Facility Fees.** Reservation service fee, designated group campground or facility. (3-30-06)

**a.** A non-refundable, non-transferable (from one (1) party to another) service charge of twenty-five dollars (\$25) will be assessed per designated group area or facility reserved. This fee will be charged in addition to the usage fees for each group or campsite or facility. (3-30-06)

**b.** Groups using overnight facilities shall be charged three dollars (\$3) per person per night camping fees for each individual above the authorized base occupancy rate for the specific site or facility. (3-30-06)

**c.** Cleaning/damage deposits may be required for certain facilities. Where cleaning/damage deposits

are required, they shall be paid prior to check-in. Cleaning/damage deposits shall be fully refunded if the facility is left in the same condition in which it was accepted. (3-30-06)

d. Group use fees for day use facilities may be negotiated by the park manager or designee and will generally not fall below the cost of providing services. (3-30-06)

**06. Boating Facilities.**

BOATING FACILITIES FEE TABLE	
<b>Vessel launching</b> (per vessel/per day) (Annual <del>Pass</del> <u>Motor Vehicle Entrance Fee, Idaho State Parks Passport, or motor vehicle entrance</u> <del>day use</del> fee apply toward vessel launching fees)	\$5/ day
<b>Overnight moorage</b> - any length of vessel. (Applicable to persons who have paid for a park campsite and are not camping on the vessel)	\$9/night
<b>Overnight moorage</b> - persons camping on vessel Any length vessel Any length vessel moored at buoy	\$10/night \$9/night

(4-7-11)

**07. Modification of Fees.** Additional fees or deposits may be required for certain uses or for the reservation of certain facilities. The Department reserves the right to waive or reduce fees and charges for Department sponsored promotions. (7-1-93)

**08. Sales Tax.** Applicable sales tax may be added to all sales excluding the day use fee. (3-30-06)

**09. Length of Stay.** Fifteen (15) days in any consecutive thirty (30) day period. (3-30-06)

**10. Nordic Ski Grooming Program Fee.** A fee of four dollars (\$4) per person per day and thirty-five dollars (\$35) per family per season will be required at Board-approved premium Nordic ski grooming program locations. These programs may include: maintained parking areas, warming facilities, winter accessible restroom facilities, regularly groomed ski trails, extensive signing, trail mapping and ski patrol services. (3-16-04)

**251. -- 274. (RESERVED).**

**275. CRITERIA FOR INDIVIDUAL CAMPSITE, CAMPING CABIN, AND YURT RESERVATIONS.**

**01. Confirmation Requirements.** (3-30-06)

a. Confirmation of an Individual Campsite or Facility Reservation. Full payment of all ~~appropriate camping and related service~~required fees shall be made before a reservation is confirmed. (3-30-06)

b. Confirmation of a Designated Group Campground or Facility Reservation. (3-30-06)

i. Payment of the first night or daily base rate fee for a group facility and all ~~related service~~required fees shall be made before a reservation is confirmed. (3-30-06)

ii. Payment of all ~~camping and related service~~required fees applicable for each campsite or facility

reserved within a group campground must be paid at the time of booking before a reservation is confirmed. (3-30-06)

**02. Individual Campsite and Facility Reservations.** Reservations for individual campsites and facilities shall be managed in accordance with rules promulgated by the Idaho Park and Recreation Board. (4-7-11)

**03. Reservation Modifications.** Individual and group campsite(s) or facilities. A reservation service fee will be assessed for any modification to a previously made reservation that involves reducing the planned length of stay, or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window). With the exception of the reservation service fees as defined in Subsection 250.02, any overpaid fees will be reimbursed at the time the reservation is modified. (3-30-06)

**04. Reservation Cancellations.** (3-7-03)

**a. Individual Site or Facility.** A reservation service fee will be assessed for the cancellation of a reservation. This service fee will be assessed for each campsite or facility involved. If the customer cancels after the scheduled arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time shall the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-30-06)

**b. Designated Group Campsite or Facility.** A reservation service fee will be assessed for the cancellation of a reservation. If a cancellation for a group facility occurs fewer than twenty-one (21) calendar days prior to arrival, the customer forfeits the first night or daily facility usage fees (base rate). If a cancellation for a group facility occurs more than twenty-one (21) calendar days prior to arrival, a cancellation charge of fifty dollars (\$50.00) will be assessed. If the customer cancels after the arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time shall the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. An individual site cancellation fee applies to each campsite in a group campground. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-30-06)

**05. Park Manager Authority.** The park manager or designee may deny entry to, or reservation of, any Department unit, campsite, or facility, to any individual whose prior documented behavior has violated Department rules or whose in-park activities are incompatible with the park's operation. (3-30-06)

**276. -- 299. (RESERVED).**

### **300. RESERVING GROUP USE FACILITIES.**

**01. General.** Unless otherwise provided, designated group use facilities and areas may be reserved through the reservation system up to nine (9) months in advance but at least two (2) days prior to the date of arrival. (3-30-06)

**02. Responsible Party.** A designated group leader shall be responsible for all facilities. A damage or cleaning deposit may be required by the park manager or designee as a condition of reservation. (3-7-03)

**03. Park Manager Authority.** The park manager or designee may deny entry to, or reservation of any Department unit, campsite, or facility, to any group whose prior documented behavior has violated Department rules, whose in-park activities are incompatible with the park's operation, or whose in-park activity will violate Department rules. (3-30-06)

**04. Additional Information.** Additional information concerning group use reservations and definitions can be found in Subsection 250.05 of this chapter. (3-30-06)

**301. -- 399. (RESERVED).**

**400. PARK CAPACITIES.**

Where applicable, park managers may limit or deny access to an area whenever it has reached its designated capacity. Only if special arrangements for the public welfare have been made may the park manager allow that capacity to be exceeded. (3-30-06)

**401. OPERATIONAL GUIDELINES FOR NON-TRADITIONAL RECREATIONAL ACTIVITIES.**

Non-traditional recreational activities such as model airplane/glider operations, geo-caching, gold panning and metal detecting may be authorized by the Park Manager or his designee, if such activities do not interfere with traditional uses of the park and are consistent with preservation of park resources. (4-2-08)

**402. -- 449. (RESERVED).**

**450. WATERFRONT AREA RESTRICTIONS.**

**01. Swimming.** Swimming or water contact shall be at an individual's own risk. (3-7-03)

**02. Restrictions on Designated Beaches.** No glass containers or pets are allowed on designated beaches or swim areas. (3-7-03)

**03. Restricted Areas.** Vessels shall remain clear of designated beaches and other areas signed and buoyed for public safety. (3-7-03)

**04. Ramps and Docks.** The use of docks located next to boat ramps is limited to the active launching and loading of boats. (3-7-03)

**05. Compliance with Laws.** Vessels operating on public waters administered by the Department shall fully comply with the Idaho Safe Boating Act, Title 67, Chapters 70 and the Marine Sewage Disposal Act, Title 67, Chapter 75, Idaho Code and the rules promulgated thereunder. The director may establish rules prohibiting the use of boat motors or to limit the horsepower capacity on those vessels operating on waters administered by the Department. (3-7-03)

**451. -- 474. (RESERVED).**

**475. PETS.**

Pets are allowed within lands administered by the Department only if confined or controlled on a leash not longer than six (6) feet in length. No person may allow their pet to create a disturbance which might be bothersome to other users. Excepting persons with disabilities who are assisted by guide animals, no person may permit their pet animals to enter or remain on any swim area or beach. Pet owners shall be responsible to clean up after their animals. Pets may not be left unattended. Areas for exercising pets off leash may be designated by the park manager or designee. Department employees may impound or remove any stray or unattended animals at the owner's expense. (3-7-03)

**476. -- 499. (RESERVED).**

**500. LIVESTOCK.**

Grazing of livestock is not permitted within lands administered by the Department. Exceptions may be made by the board for grazing permits or otherwise permitting the use of lands administered by the Department for livestock. The use of saddle or other recreational livestock is prohibited on trails, roadways, and other areas unless designated through signing for that purpose or with permission of the park manager or designee. (3-7-03)

**501. -- 524. (RESERVED).**

**525. FIRES.**

The use of fires shall be restricted to fire circles, grills or other places otherwise designated by the park manager. All fires shall be kept under control at all times, and shall be extinguished before checking out of the campsite or

whenever fire is left unattended. Areas may be closed to open fires during extreme fire danger. (3-13-97)

**526. -- 549. (RESERVED).**

**550. FIREWORKS.**

No person may use fireworks of any kind within lands administered by the Department, except under special permit issued by the director for exhibition purposes, and then only by persons designated by the director. (1-1-94)

**551. -- 574. (RESERVED).**

**575. PROTECTION OF WILDLIFE.**

All molesting, injuring, or killing of any wild creature is strictly prohibited, except as provided by action of the Board and as established in Board Policy. Persons in possession of wildlife, which may be legally taken within state park boundaries, shall comply with Idaho Fish and Game rules. (3-7-03)

**576. PROTECTION OF HISTORICAL, CULTURAL AND NATURAL RESOURCES.**

The digging, destruction or removal of historical, cultural or natural resources is prohibited. Collection for scientific and educational purposes will be through written permission of the park manager or designee only. (3-30-06)

**01. Spreading of Human Ashes.** Human ashes may be spread on lands owned by the Idaho Department of Parks and Recreation. The exact location must be pre-approved by the Park Manager or designee. Ashes may not be spread in the water within a state park. (4-2-08)

**02. Land-Use Restrictions.** The spreading of human ashes will not restrict the use of Department land from future development. The Department does not assign or convey any rights or restrictions by allowing the placement of ashes on the land, and there are no restrictions in the ability of the landowner to operate, develop, or otherwise use the land at their sole discretion without any obligation associated with the placement of ashes on the land. (4-2-08)

**577. -- 599. (RESERVED).**

**600. PERSONAL SAFETY, FIREARMS.**

No person may purposefully or negligently endanger the life of any person or creature within any land administered by the Department. No person may discharge firearms or other projectile firing devices within any lands administered by the Department, except in the lawful defense of person, persons, or property or in the course of lawful hunting, or for exhibition or at designated ranges as authorized by the Director. (3-29-10)

**601. -- 624. (RESERVED).**

**625. ADVERTISEMENTS/PROMOTIONS/DEMONSTRATIONS.**

**01. Printed Material.** Public notices, public announcements, advertisements, or other printed matter shall only be posted or distributed in a special area approved by the park manager or designee. (3-30-06)

**02. Political Advertising.** Political advertising is strictly prohibited within any lands administered by the Department. (3-30-06)

**03. Demonstrations.** Public demonstrations are limited to areas approved by the park manager and subject to an approved permit issued after arrangements for sanitation, population density limitations, safety of persons and property, and regulation of traffic are made. (3-30-06)

**626. -- 649. (RESERVED).**

**650. AUTHORIZED OPERATIONS.**

No person, firm, or corporation may operate any concession, business, or enterprise within lands administered by the Department without written permission or permit from the board. No person(s), partnership, corporation, association



or other organized groups may: (1-1-94)

**01. Beg or Solicit for Any Purpose.** (7-1-93)

**02. Game or Operate a Gaming Device of Any Nature.** (7-1-93)

**03. Abandon Any Property.** Leaving property on Department lands is prohibited unless registered in a campsite or permitted by the park manager or designee. Property left on Department lands for more than twenty-four (24) hours will be removed at the owner's expense. (3-7-03)

**04. Discriminate.** Discriminate in any manner against any person or persons because of race, color, national origin, religion, gender, age or disability within lands administered by the Department. (1-1-94)

**651. -- 674. (RESERVED).**

**675. DEPARTMENT RESPONSIBILITY.**

The Department is not responsible for damage to, or theft of personal property within lands administered by the Department. All visitors use facilities and areas at their own risk. (1-1-94)

**676. -- 999. (RESERVED).**

<input type="checkbox"/> IDAPA RULE	<input type="checkbox"/> IDAPA FEE	<input checked="" type="checkbox"/> BOARD ACTION REQUIRED
<input type="checkbox"/> BOARD POLICY	<input type="checkbox"/> INFO ONLY, NO ACTION REQUIRED	

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

<b>AGENDA ITEM:</b>	<b>IDAPA Temporary and Proposed Rules for the Park and Ski Program</b>
<b>ACTION REQUIRED:</b>	<b>Board Action Required</b>
<b>PRESENTER:</b>	<b>Dave Ricks, Deputy Director</b>

**PRESENTATION**

**BACKGROUND INFORMATION:**

In an effort to improve customer service for those needing a three (3) day permit for the Park and Ski program, we've created the ability to purchase these on-line. This rule change allows the customer to place the printed pass on the dash rather than from hanging it from the rear view mirror. The current process which involves purchasing a tag which hangs from the rear view mirror is still in effect for those that don't want to purchase this on-line.

**STAFF RECOMMENDATIONS:**

Department Staff recommend that the Board approve the Temporary rule changes reflected in the attached document.

Department Staff further recommend that the Board approve and adopt these proposed rule changes for submission to the Division of Financial Management for approval and to be submitted to the process for approval by the next Legislative session.

**Current Paragraph:**

**050. LOCATION OF PERMIT ON VEHICLE**

The annual winter recreational parking permit shall be permanently affixed on the front window of the vehicle nearest the driver's seat and the temporary three (3) day permit shall be ~~hung on the vehicle's interior rear-view mirror~~ displayed on the vehicle's dashboard with the dated side displayed to the front of the vehicle in such a manner that it is completely visible and shall be kept in legible condition at all times. No person shall transfer or attempt to transfer an annual winter recreational parking permit decal or a temporary three (3) day permit ~~hangtag~~ from the vehicle upon which it was legally registered and placed.

**Proposed Paragraph:**

**050. LOCATION OF PERMIT ON VEHICLE**

The annual winter recreational parking permit shall be permanently affixed on the front window of the vehicle nearest the driver's seat and the temporary three (3) day permit shall be displayed on the vehicle's dashboard with the dated side displayed to the front of the vehicle in such a manner that it is completely visible and shall be kept in legible condition at all times. No person shall transfer or attempt to transfer an annual winter recreational parking permit decal or a temporary three (3) day permit from the vehicle upon which it is legally registered and placed.

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**Current Paragraph:**

**100. PERMIT COST, EXPIRATION**

The fee for an annual winter recreational parking permit shall not exceed thirty dollars (\$30). The fee for a temporary winter recreational parking permit shall not exceed ten dollars (\$10). The annual winter recreational parking permit is valid until the expiration date printed on the decal. The temporary winter recreational parking permit is valid for only the three (3) consecutive days written on the permit. ~~hangtag~~

**Proposed Paragraph:**

**100. PERMIT COST, EXPIRATION**

The fee for an annual winter recreational parking permit shall not exceed thirty dollars (\$30). The fee for a temporary winter recreational parking permit shall not exceed ten dollars (\$10). The annual winter recreational parking permit is valid until the expiration date printed on the decal. The temporary winter recreational parking permit is valid for only the three (3) consecutive days written on the permit.

☐ IDAPA RULE                      ☐ IDAPA FEE                      **X BOARD ACTION REQUIRED**  
☐ BOARD POLICY                      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
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**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **Overnight Use Fee Change**

**ACTION REQUIRED:**                      **Board Action Required**

**PRESENTER:**                      **Tammy Kolsky**

**PRESENTATION**

**BACKGROUND INFORMATION:**

The Department manages several state parks (Priest Lake, Farragut, Cd`A Parkway, Heyburn, Hells Gate, Dworshak, Cascade, and Lucky Peak Spring Shores) where users utilize boat ramps and adjacent parking areas to access the respective lakes, reservoirs, and rivers for overnight use away from the park. These users leave their tow vehicles, boat trailers, and other associated vehicles in the parking lots while they are away overnight from the park either fishing or camping on the adjacent body of water.

The normal use of a boat ramp is for day use between 7:00 am and 10:00 pm, or in conjunction with the park's campers. This overnight use is occurring at the Department's busiest boat ramps. The majority of these ramps have limited parking space so managing for the various uses can be challenging.

In 2010, an Overnight Use Fee of \$10.00 per night was approved and implemented based upon the following:

**Overnight Use.** Use of any non-camping lands for the parking of motor vehicles or boat trailers not associated with a campsite between the hours of 10:00 p.m. and 7:00 a.m. unless otherwise posted.

**Overnight Use Fee.** A fee charged for overnight use of non-camping lands between the hours of 10:00 pm and 7:00 am.

Previous to this, the parks were charging the Day Use Fee (a daily or annual pass was acceptable) or they were charging the Extra Vehicle Fee of \$5.00/night. Neither of these fees corresponded to the actual use occurring since one is for day use which technically expires at 10:00 pm and the other is for vehicles associated with park campers which these users are not. Also, the disparity between how parks were charging for this use caused conflict when a user utilized more than one park and a different fee was charged.

The implementation of this new fee, addressed the issues adequately and the respective users paid the fee with some concern over the cost. It was suggested by the highest users to create an "annual overnight use fee". With the changes in Motor Vehicle Entrance Fee requirements in 2013, the total cost of overnight use would be the \$10.00 plus the MVEF which would be \$5.00/night, an annual MVEF, or the Passport; thus, increasing the overall cost respectively. If the Department lowered the fee to \$5.00 it would accomplish the following:

- Keep the base fee consistent with what is being currently charged – \$5.00 (overnight use fee) + \$5.00 (MVEF) = \$10.00.
- Encourage the consistent overnight users to purchase a Passport or Annual MVEF providing them a “discount”.

**STAFF RECOMMENDATIONS:**

Department staff recommends reducing the “Overnight Use Fee” to \$5.00 per night from the maximum allowed in IDAPA of \$10.00 per night that is currently being charged. New rate to be effective January 1, 2013.



☐ IDAPA RULE                      ☐ IDAPA FEE                      **X BOARD ACTION REQUIRED**  
☐ BOARD POLICY                      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
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**AGENDA ITEM:**                      **Harriman Bunkhouse – Board Fee Change – Park-specific Fees**

**ACTION REQUIRED:**    **Board Action Required**

**PRESENTER:**                      **Tammy Kolsky**

**PRESENTATION**

**BACKGROUND INFORMATION:**

The Harriman State Park Bunkhouse rental facility, after total renovation in 2009, has completed its second year of operation. The Bunkhouse accommodates up to nine (9) persons, and the accompanying Cookhouse provides the needed kitchen and dining area to serve meals. The building combination is proving to be one of the more popular overnight facilities at the park. However, feedback from users indicated the total capacity fell slightly short of what was often needed. In response, staff at Harriman renovated two existing bedrooms in the Cookhouse and its bathroom as well, increasing the maximum capacity of the building combination to thirteen (13) persons. In addition, a small common area with soft furniture was incorporated into the Cookhouse to allow for better socializing of park guests.

Currently, the Bunkhouse/Cookhouse rental per night is \$150 per night. In light of recent improvements to the facility, the increased capacity rating, and the increasing usage, staff recommends the rental per night be increased to \$200 per night.

**STAFF RECOMMENDATIONS:**

Department staff recommends the Park Board increase the nightly rental fee for the Bunkhouse at Harriman State Park to \$200.00 per night.

<input type="checkbox"/> IDAPA RULE	<input type="checkbox"/> IDAPA FEE	<input checked="" type="checkbox"/> BOARD ACTION REQUIRED
<input type="checkbox"/> BOARD POLICY	<input type="checkbox"/> INFO ONLY, NO ACTION REQUIRED	

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
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**AGENDA ITEM:** Farragut Buttonhook Group Camps – Structure and Fee Changes – Park-specific Fees

**ACTION REQUIRED:** Board Action Required

**PRESENTER:** Tammy Kolsky

**PRESENTATION**

**BACKGROUND INFORMATION:**

After analysis of usage trends and associated revenue, department staff proposes modifications to the rate and structure of the Buttonhook Group Camps.

In recent years, usage for the Larch and Saw-Whet group camps have changed from weekend only use to full week occupancy. While demand has increased, rates have remained unchanged and now require re-evaluation.

Currently, each group camp requires a minimum number of occupants and a corresponding minimum base rate calculated utilizing IDAPA's \$3 per person/per night rate for group camping. Additional occupants, above the minimum, are further charged the IDAPA approved \$3.00/person/night up to the maximum capacity of the group camp. As occupancy has increased, group sizes have also, which now increasingly exceed the minimum base rate, as established by board policy. As a result, staff are required to verify occupants in excess of the minimum in order to calculate correct fees and users are often confused when determining required fees for their state park outing. In many situations, users understand the minimum rate as a flat rate and when additional fees are applied, often believe they are being double charged.

Additionally, while Larch and Saw-Whet Group Camps see heavy use, Ocean Spray Group Camp sees noticeably less use due to its large size. From conversations with group leaders, it has been determined this is a reason that Ocean Spray is too often avoided. Better use of the Ocean Spray Group Camp would occur if it was divided into two separate group camps. This split allows for smaller groups to take advantage of the area, while still maintaining the option of renting both areas to accommodate larger groups, increasing the marketability of this group camp.

In order to reduce confusion concerning group camp fees and have fees which better reflect actual use, reduce park staff operational challenges and decrease customer confusion regarding group camp fees, and increase marketability of existing facilities, staff proposes the following:

- Divide the Ocean Spray Group into two separate groups camps: Ocean Spray and Morel
- Increase the base rate to for Saw-Whet Group Camp from \$60.00/night to \$90.00/night (maximum capacity 30).
- Increase the base rate for Larch Group Camp from \$90.00/night to \$150.00/night (maximum capacity 50)
- Increase the base rate for the modified Ocean Spray Camp from \$120.00/night to \$150.00/night (maximum capacity 50)
- Add a base rate for the new Morel Group Camp of \$150.00/night (maximum capacity 50)

**STAFF RECOMMENDATIONS:**

Department recommends that the park board direct staff to:

- Divide the Ocean Spray Group into two separate groups camps: Ocean Spray and Morel
- Increase the base rate for Saw-Whet Group Camp from \$60.00/night to \$90.00/night
- Increase the base rate for Larch Group Camp from \$90.00/night to \$150.00/night
- Increase the base rate for the modified Ocean Spray Camp from \$120.00/night to \$150.00/night
- Add a base rate for the new Morel Group Camp of \$150.00/night

<input type="checkbox"/> IDAPA RULE	<input type="checkbox"/> IDAPA FEE	<input checked="" type="checkbox"/> BOARD ACTION REQUIRED
<input type="checkbox"/> BOARD POLICY	<input type="checkbox"/> INFO ONLY, NO ACTION REQUIRED	

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 9-10, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:** Castle Rocks Bunkhouse – Board Fees – Park-specific Fees

**ACTION REQUIRED:** Board Action Required

**PRESENTER:** Tammy Kolsky

**PRESENTATION**

**BACKGROUND INFORMATION:**

In response to agency direction with park business and marketing plans staff at Castle Rocks are in the process of renovating the old garage next to the *“Lodge at Castle Rocks Ranch”* for the purpose of transforming the facility into a revenue producing property. In years past, the garage was used as a shop for trail and natural resource crews, and as storage for some relevant equipment to the Ranch Unit of Castle Rocks State Park.

The new “Bunkhouse” will market and serve as a companion facility (sleeps 12) for the “Lodge” (sleeps 8), leveraging the opportunity to attract larger groups and families and will be offered as an upgrade to Lodge reservations.

Additionally, the Bunkhouse will also be offered as a standalone (and exclusive) group rental facility or as a hostel, capable of being rented to individuals on a first-come first serve basis.

**STAFF RECOMMENDATIONS:**

Department staff recommends the Park Board set fees for the new Bunkhouse facility at Castle Rocks State Park at the following rates:

“Lodge” reservation upgrade at the rate of-	\$75/per night
Standalone group facility at the rate of -	\$100/per night
As a Hostel at the rate of-	\$12/ per person per night

☐ IDAPA RULE      ☐ IDAPA FEE      ☐ BOARD ACTION REQUIRED  
☐ BOARD POLICY      **X INFO ONLY, NO ACTION REQUIRED**

**AGENDA**  
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**AGENDA ITEM:** Deputy Director's Report  
**ACTION REQUIRED:** No Board Action Required  
**PRESENTER:** Dave Ricks  
Deputy Director

**PRESENTATION**

**BACKGROUND INFORMATION**

This narrative is a quarterly update from the Deputy Director, concerning oversight of the following programs/units: Management Information Services (MIS), Natural Resources Management, Park Operations - North Region Parks, South Region Parks, and the Reservation Program.

**Mission**

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

**Goals**

- To provide leadership and direction for ongoing daily operations
- To always be aware of the needs of staff and work towards getting them the tools needed to accomplish our mission.
- To be aware of the needs of our customers and work towards fulfilling that need with facilities that will provide customer satisfaction and be as maintenance free as possible.
- To address the needs of the Governor, Legislature, and IDPR Board along with the citizens of the State of Idaho.

**Primary Issues and Concerns**

- Lack of resources in Development and MIS continue to impact our ability to support the Department's mission.
- Winter programs are on hold until snow occurs.
- The focus for Operation's budget request will be to replace capital outlay items that are wearing out – i.e. computers, servers, back-up tape units, vehicles, and radios affected by narrow banding deadline. We also need to address staffing issues – seasonal and permanent staffing.



## **ADMINISTRATION – DAVE RICKS**

- Continued to conduct biweekly Regional Manager, Park Manager/staff, and HQ staff conference calls to keep staff apprised on legislative issues, events, issues, and opportunity for questions/answers.
- With the Regional Managers, Bureau Chiefs, and other supervisor's input, we've put together the the SFY 2014 Budget Request. Highlights are adding seasonal staff, increased capital projects and capital outlay.
- Participated in hiring process vacant positions at Winchester and Hells Gate for Rangers and Assistant Manager. Jeff Smith is our new Assistant Manager at Hells Gate – moving from Dworshak as a Ranger.
- Spent some time with the new Park Manager at Land of Yankee Fork – Darrell Hopkins – and reviewed the condition of the Visitor Center. The stain on the exterior has not been restrained since it was built in the 90's. DPW has agreed to earmark some funding to this project beginning July 1<sup>st</sup>.
- As part of the Passport Implementation Project I've coordinated the changes in Department rules needed for both the Passport and other rules to be presented to the Board, and once approved submitted to DFM for approval. These will then go through the Administrative Rules process culminating in approval by the next Legislative session.
- Effective late March, I picked up oversight of the Outdoor Recreation Bureau.
- May 16<sup>th</sup> will be my last day as I'll be retiring. It's been an honor to work with everyone involved with this Department and all our customers.

## **MANAGEMENT INFORMATION SYSTEMS (MIS) – KEVIN ZAUHA**

### **Mission**

The MIS mission is to provide for the IDPR information systems needs relating to the agency's strategic plan through the support and development or acquisition of application systems and the implementation and support of an appropriate technology infrastructure.

### **Goals**

- To provide for the safekeeping and management of information acquired and maintained by the agency;
- To manage the use of technology towards the agency's best interest;
- To provide easy access to appropriate electronic information as needed;
- To ensure as much as possible that information is cross-agency accessible;
- To provide guidance and support in the effective and efficient use of information;
- To manage IDPR's information systems and technology strategies;
- To follow the policies and guidelines as set forth by the Information Technology Resource Mgmt Council (ITRMC) and the Office of the Chief Information Officer for the State of Idaho.

## **ACCOMPLISHMENTS FOR THE PAST QUARTER INCLUDE:**

### **Information Systems**

The preparation for mitigating the impact of replacing outdated servers continued during the 3<sup>rd</sup> quarter of FY2012 and will continue into the 4<sup>th</sup> quarter. Necessitated by evolving IT industry standards, the new servers require upgrades that impact the entire application system

development toolset. A significant portion of the 3<sup>rd</sup> quarter was devoted to the research and testing that was required to properly configure and install the new operating system environment.

Analysis and design of the data environment and reports for the Passport Project were completed and submitted to the Idaho Transportation Department (ITD). In addition, analysis of the impacts on the Registration Information System (RIS) resulting from ITD's system modernization project (ITD's GARNET project (Giving Customers a Secure Automated Records NETwork)), have begun. ITD is scheduled to implement their new system in 2014.

Ongoing tasks include:

- Operational support of and minor maintenance to RIS
- Processing of ReserveAmerica revenue
- Development of fiscal reports using the Idaho Business Intelligence System (IBIS)
- Completion of a project to secure the File Transfer process between SCO and IDPR
- Wrap-up of the project to ensure the integrity of IDPR's applications as a result of the statewide network/email consolidation.

#### Infrastructure Support

The integration of the IDPR network and Email into the state's Idaho Consolidated Services (ICS) system is now complete. New servers, backup drives, and software were configured and ordered to replace systems that had aged to the point where they were no longer supported. Shared file and backup systems were configured and installed at Ponderosa and Harriman. Preparations are in process to provide support for the upcoming camping season. For the third quarter FY12, 278 support tickets were addressed.

## **FISCAL REPORT**

### **FY 2012 THIRD QUARTER**

**Fiscal's Mission:** The Fiscal program works to provide the best service possible to both internal and external customers. Program deliverables are provided in five major categories: 1) Budget, Federal Grants, and Reporting; 2) Accounting - Accounts Payable and Accounts Receivable; 3) Purchasing, Inventory, and Fleet Management; 4) HQ Building Maintenance; and 5) Recreation Registrations. The program also provides technical assistance to ensure the department complies with all Federal and State laws, rules, policies, and procedures.

#### **Grants & Project Accounting**

- Completed and presented the Annual Passport, Boating, and Snowmobile audits.
- Closed out 20 Capital Development projects and updated FAS.

#### **Accounting – Payable and Receivables**

- Completed the Petty Cash and Change Fund reconciliations per SCO.
- Updated the Fiscal Buddy's desk procedure manual.
- Responded to Legislative Auditor questions.

#### **Budget**

- Completed first phase of FY2013 allocations. Document will be sent out for review in mid April.
- Continue to monitor FY2012 allocations.
- Worked on Agency CEC and Equity Plan.

#### **Registration**

- Working on 2013 sticker purchases and the vendor manual update.
- Mail renewal process is complete and staff continues to work on data entry batches from vendors.
- Updated Registration Vendor list is on the IDPR website.

#### **Purchasing**

- Issued Purchase Order for new logo vehicle decals. Waiting for information from Park Operations to order additional stickers of varying sizes.
- Coordinated disposal of surplus items which included three vehicles, one fork lift, and one tractor.
- Worked with current uniform contract vendor to create the embroidery format and art layout to incorporate the new agency logo into our existing uniform contract.

### **Financial Officer**

- Continue to research and provide information for the following department projects:
  - State Park Annual Passport program
  - Registration Realignment
  - Gas Tax
  - Zero Base Budget (compiling department data and attending DFM meetings)
- Provided analytical information to the Legislative Auditors for revenue and expenditure trends.
- Reviewed SCO's Fiscal Year End closing information and distributed internal memo defining timelines for purchases, accounts payable processes (P-Card, Pre-STARS, and Invoices).
- Exchanged information about IDPR Recreation Registrations to assist ITD in identifying data elements for ITD's GARNet system.

## **NORTH REGION QUARTERLY REPORT JANUARY – FEBRUARY – MARCH 2012**

**MISSION:** To serve north Idaho park users and recreationists providing them a quality experience that is safe and enjoyable while managing and protecting the public's investment and the natural resources.

**GOALS:** Ensure that all facilities are kept clean and hazard free.  
Utilize both paid and volunteer staff to man visitor centers and entrance booths to answer questions and sell park permits.  
Patrol parks ensuring user needs, user safety, and resource protection.  
Assess operations and opportunities to ensure quality experiences are provided and enhanced.

### **Primary Issues and Concerns**

1. Staff Shortages
2. Minimal budgets, increased fixed costs, and higher use
3. Aging facilities and equipment

### **NORTH REGION SERVICE CENTER – DAVID WHITE, REGION MANAGER**

#### **NR Manager**

During the quarter the North Region Manager:

- In January met with graduating student to discuss career opportunities; Participated in Parks Passport discussions, Farragut Resource Management discussion, Sacred Encounters Board Meeting, CdA Parkway Management discussion with City of CdA Parks Director, OPS Mgmt Team meeting, IDAPA Rule Review Discussion; Attended JFAC presentation, Board member confirmation hearings, Board Meeting, House Natural Resource Committee Meeting to discuss IDPR and Parks Passport.
- In February participated in Passport meetings and conference calls; FY 12 budget discussion; CdA Drive meeting with ITD and the City of CdA to discuss the road and Parkway; OPS Management Team meeting; Farragut OHV site discussion about public presentation; Priest Lake tankless hot water heater discussion with CXT; Dworshak seasonal ranger interviews.
- In March reviewed development projects and discussed status and responsibility; completed evaluations with staff; attended CdA Chamber Natural Resource Committee meeting to discuss local issues; interviewed candidates for the Hells Gate Asst. Mgr position and the Hells Gate and Winchester Ranger positions; attended OPS Mgmt Team meeting to discuss operations and associated issues; contacted Kansas State Parks and discussed their rent a camp program; assisted with reviewing rules and regulations changes to improve compliance and meet Passport needs.
- NR Staff attended NR Park and Program Manager's Meeting in January and a NR P&P Manager's Meeting conference call in March
- Compliance Enforcement Staff attended annual CEO and First Aid/CPR Refresher in February
- Numerous staff attended a 2 day re-sale presentation at Hells Gate State Park on January 25
- All parks and NR Admin staff worked on evaluations; budgets; FY 14 CIN

#### **NR Maintenance Crew**

- During the quarter the Crew: Worked on signs for all North Region Parks; Remodeled bathroom at Hells Gate Asst Mgr Residence; Delivered surplus items to auction house; Built book shelves for Old Mission; Rebuilt NR's Huber maintainer; Round Lake-Moved docks off the beach; North Region IDPR/IDFG complex-Snow Removal; and attended to many emergency requests for assistance from NR Parks and Programs.



#### NR Office Staff

- During the quarter Office Staff worked with ROW adventures to complete new 2012 Small Concession permits for use of TOC/FAR/CLP; prepared NR Annual Park Reports; assisted with planning for NR Ranger Roundup; and attended to many requests for assistance from NR Parks and Programs.

#### **PRIEST LAKE STATE PARK – LONNIE JOHNSON, PARK MANAGER**

##### Top 5 Items Not Being Addressed or Funded At This Time

1. Not having park housing for all permanent staff.
2. It is becoming more difficult to adjust time during holidays- EAL worries.

##### Customer Service

- Held Annual Free Ski/Snowshoe Day January 7; we had terrible snow could not ski, only snow shoe
- Promoted new winter event - snowman and snow sculpture contest from January 15 through February 29
- Staff attended Spokane Community College Career Presentation and Interviews for Summer Employment on February 1.
- David Thompson 2012 Freezer held on February 17 and 18, three troops from Newport, Washington and Priest River, Idaho participated with nine boys and four adults; Priest Lake Search and Rescue participated in sharing the importance of being prepared when out in the elements.
- Facebook page posts new pictures weekly and is receiving many comments.

##### Utilization of Facilities

- Staff groomed ski trails for the first time on Jan. 23 and late snow had skiers coming out on weekends during the rest of the quarter
- We have been receiving many more reservation requests for weddings at the park
- 24 hour fueling station for snowmobile access was well used in February
- Cabin use picked up during March
- The boat launch was utilized daily during February and March by local and regional fishermen

##### Park Manager's Report

- Cleanup of windstorm blow downs at Indian Creek started again with local logger on Jan. 9 and continued through February
- The Indian Creek Park Store is preparing for summer with new merchandise arriving daily; a local volunteer built five new bistro style chairs for the ice cream counter at the park store from the wood milled at the park; and staff installed the new freezer at the park store
- Attended groomer meeting on March 16 and chamber meeting on March 22

##### Preservation of Natural Resources

- The park is working with Natural Resource Manager Keith Jones and IDL in clearing down trees and hazards along the Indian Creek Flume Trail caused from the 2011 windstorm
- Staff is also working on marking and identifying hazard trees in the campground prior to the 2012 summer camping season

##### Marketing: Strategy Proposals and Marketing Strategies

- Priest Lake is working on promoting canoe rentals at the park for the second season
- The park has been promoting Priest Lake through Facebook and local information sites
- Park staff is working on incorporating the new park logo into the resale program

## **ROUND LAKE STATE PARK – DAVE RUSSELL, PARK MANAGER**

### **Top 5 Items Not Being Addressed or Funded At This Time**

1. Being short of staff, we are beginning to experience a maintenance back-log of broken or damaged things.
2. Securing adequate budget funding for O&E and seasonal salaries continues to be a source of concern.

### **Customer Service**

- Camping reservations for the upcoming season occurred at a good pace during March. Telephone and e-mail communication were brisk as campers are preparing for the new season.

### **Utilization of Facilities**

- Most park use for the quarter was comprised of day use: dog walkers, ice skaters, and fisherman; the ice on the lake was utilized by ice fisherman and skaters until mid-March when the ice disappeared
- Trail use was somewhat restricted in March due to flooding at the east end of the park

### **Park Manager's Report**

- Staff demolished the old building on our new acre.
- During the quarter table boards were refinished.
- During the quarter staff worked with Tom Joyner on the upcoming improvements to the park.
- Staff attended a resale workshop sponsored by Hells Gate.
- Staff attended meetings with Northern Lights and the electrical contractor in preparation for future developments.

### **Preservation of Natural Resources**

- In January staff met with Keith Jones regarding park natural resources.
- In March staff began tree removal from winter damage: wind blown over, up-rooted, tops blown out, etc.
- Our hazard tree reduction program gets underway in April.

### **Marketing: Strategy Proposals and Marketing Strategies**

- Round Lake is now on Facebook.
- Staff will be promoting the new Opt-in Passport program this summer.

## **FARRAGUT STATE PARK – RANDALL BUTT, PARK MANAGER**

### **Top 5 Items Not Being Addressed or Funded At This Time**

1. Sewer Phase 2 funding to meet requirements of upcoming deadline with Panhandle Health.
2. Additional funding for maintaining our paved road system better than we're currently able to.

### **Customer Service**

- With significant snow fall the week of January 17, South Road was closed and grooming was done for the first four loops of the Cross Country ski trail system, and the sledding hill became usable.
- Warm weather and rainy conditions ended Nordic operations on January 25 and due to inadequate snow, activities were limited for visitors during February and March.
- A public meeting was held on February 15 by the OHV program to describe the OHV training course they will be putting in Farragut State Park. Questions and concerns brought up by the 27 attending were similar to ones brought up at the Bayview presentation on park issues held January 11.
- A public meeting put on by the park was held on March 19 at the Bayview community center to keep local citizens apprised of park plans/events. Questions and concerns brought up by

the 27 attending regarded recent resource work, veteran's reunion, current and future projects, and the proposed off-leash pet area.

#### Utilization of Facilities

- Idaho Fish and Game reported that they were entering into a contract with a private plowing firm to keep the road open to Eagle boat launch. No services were provided during the snow falls during January.
- Trails, disc golf, and boat launch were accessible and open during the majority of the quarter due to little or no snow.
- The park opened South Road to visitors in the middle of March - including Waldron and Corral campgrounds (minus water), as well as the Sunrise, and Beaver Bay day use areas. All ten camper cabins and the Willow/Sunrise shelters were available for reservation beginning March 23.
- The park continues research of feasibility of a pet off-leash area that could be established within the park. Initial review has found support from IDPR and Kootenai County legal staff, with the possible establishment in the Bennion Circle. Letters seeking support from Idaho Fish and Game received approval - while letters seeking the same approval are awaiting reply from Kootenai County Sheriff and Kootenai County Parks and Waterways.

#### Park Manager's Report

- Park Manager completed a CEU class on January 24 as part of CEU's required to maintain Wastewater operator's license.
- Park Assistant Manager and Park Ranger completed a class on February 1<sup>st</sup> as part of CEU's required to maintain Water operator's licenses.
- The water tower restoration project is mid-way through completion with installation of the interior stairwell and the beginning of the removal of the old material from the inside of the tank. The project is on schedule for completion by the end of April.
- Development projects have been ongoing for Whitetail Road paving bid preparation, Buttonhook dock and piling replacement, remodeling of shower houses and restrooms (by Jim Thomas in Boise office), and winter and backup well #9 development.
- Failure of the breakwater installed in 2009 has lead to it being disassembled by original contractors for repairs due for completion.

#### Preservation of Natural Resources

- Resource work under contract by IDPR is being completed in the area between Highway 54 and Bennion/Ward loops.
- Park staff is actively planning noxious weed spraying for the upcoming season by ordering any needed herbicides and identifying critical areas that need to be sprayed.
- Idaho Fish and Game clearing of trees and brush below the viewpoint to re-establish the view became an issue of contention in the Bayview community. Though many residents have come forth saying they like having the view back again, the work included a small clear cut area and removal of 11 large trees. Those actions have been confused with Ponderosa pine restoration work by IDFG adjacent to the viewpoint, and further complicated by inaccurate e-mails circulating that IDFG was cutting for money.
- On January 11 Park Manager and Natural Resource Program Manager presented background on resource projects within the park and addressed other ongoing park projects to a group of 38 at the Bayview Community Center. A request for additional meetings and information will be handled by the park in submitting articles to the local newsletter and quarterly meetings that will be sponsored by the Bayview Chamber.
- Staff began removal of hazard trees in the parks campgrounds as well as chipping, limbing, and other spring cleanup in preparation for the season.

#### Marketing: Strategy Proposals and Marketing Strategies

- The park is actively updating its agency website page and its recently added Facebook page.

## **COEUR D'ALENE LAKE PARKWAY – RANDALL BUTT, PARK MANAGER**

### **Top 5 items Not Being Addressed or Funded at this time**

1. Ownership change from ITD to City of CdA.

### **Customer Service**

- We had good visitation during January through mid-February as a record number of eagles migrating through the area stayed in the area in large numbers.
- Limited snow allowed for pedestrian use of the Centennial Trail throughout February/March.

### **Utilization of Facilities**

- All facilities were in operation throughout the quarter with the exception of access to the boat launch being limited during heavy snow mid-January.

### **Park Manager's Report**

- Park staff are taking group reservations for the trail but not taking payment until the event date to insure that any change in operation would not require a refund by IDPR. Basic sanitation services are still being provided but trail services have been cut, except for addressing hazardous issues.
- IDPR attended a negotiation meeting between the City of Coeur d'Alene and ITD on February 21 regarding transferring of ownership of the Parkway to the City. If negotiations are successful a transfer could occur as early as this summer. Depending upon the outcome a new MOU will need to be entered into with either ITD or the City (if the City would prefer not to take over the trail maintenance).

### **Preservation of Natural Resources**

- The Parkway is preparing for Bristly Locust and any other noxious weed mitigation for the coming season.

### **Marketing: Strategy Proposals and Marketing Strategies**

- The park will continue to notify the public as needed via our website and any other necessary strategy when any operational changes are made that affect our user base or with events that are park specific such as Eagle watching tours in the winter. Events such as the Iron Man Triathlon and others that occur annually are already heavily marketed by local media and the entities that put on these events.

## **COEUR D'ALENE OLD MISSION STATE PARK – KATHLEEN DURFEE, MANAGER**

### **Top 5 Items Not Being Addressed or Funded At This Time**

1. Ed Short Property – Lower Parking Area
2. Insects in the Museum
3. Volunteer Sites
4. Repainting Parish House

### **Customer Service**

- During the past quarter Winter Hours have been 10am to 3 pm daily; approximately two dozen wedding information request packets were sent out; twenty school groups were booked for upcoming tours; booked four bus tours

### **Utilization of Facilities**

- During the quarter Vehicle Counts showed 3,364, in addition, we had Bus Tours 1 (55); Foreign Exchange Students Tour (35); Society for Range Management Tour (40); School Tour (139); Boy Scout Tour (25)

### **Park Manager's Report**

- THPO on site to photograph and review projects
- Staff attended avalanche training
- Electrician on site to trouble shoot problem with Mission lights and exhibit lights
- Staff completed ICP relicensing process

- Manager attended Crucial Confrontations training
- Presented program to St. Maries Rotary Club regarding Passport Program and Sacred Encounters
- Attended DEQ open house re: proposed wetlands project adjacent to TOC ROW near Page repository
- Prepared recreation case study report/photos for success stories for Western States Governor's Association
- Northwest Installers on site to perform maintenance and fix/install new projector in MOD 2

#### Preservation of Natural/Cultural Resources

- Plugged holes on Mission to discourage nesting swallows, flickers, and starlings
- Reviewed cultural resource projects with Tribal Historic Preservation Officer: placement of rug in Mission, Mission security, bird prevention
- Met with potential bidders regarding Mission security

#### Marketing: Strategy Proposals and Marketing Strategies

- Worked with Jeff Egan regarding resale changes/modifications – reviewed remodel plans
- Searched for custom merchandise to sell
- Worked with CDA Casino regarding advertising poster for Sacred Encounters at Casino
- Updated Facebook page

#### **TRAIL OF THE COEUR D'ALENES – KATHLEEN DURFEE, MANAGER**

##### Top 5 Items Not Being Addressed or Funded At This Time

1. Staffing needs for TOC leases and permits
2. Property ownership lines
3. Volunteer Sites

#### Customer Service

- Staff attended Shoshone County Groomer Board meetings in January, February, and March
- Repaired fence between Smelterville and Kellogg twice where the elk are crossing and ripping out the fence
- Volunteer plowed section of trail between Elizabeth Park and Pine Creek (six hours) to keep open for walkers
- Sufficient snow on trail to accommodate cross country skiers and snowmobiles but not to groom
- Created packet of brochures for Historic Wallace Chamber of Commerce and Friends of the CDA Trail to take to bike shows in Portland, and Seattle

#### Utilization of Facilities

- Trail Users During the quarter were: January—2,149; February—2,029; March—2,345
- Heavy snow loads in January/February allowed skiers and snowmobilers to enjoy the trail. Staff was kept busy plowing parking lots. Numerous walkers used the open areas and volunteers kept the trail open for walkers from Kellogg to Elizabeth Park.
- In February a Rails-to-Trails sign and an interpretive sign were vandalized at Springston
- March was a crazy weather month. Kept busy plowing trailheads with 17 inches of snow received.
- Trail open from Big Creek to Harrison with a couple of snow patches during March.

#### Park Manager's Report

- Staff inspected trail with ARCADIS field technician
- Staff created and submitted TOC Activity Sheet for billing
- Worked with Avista regarding Nearing and Gene Day Park area utility encroachments
- Worked with DEQ regarding Hercules Mill signage



- Met with Shoshone County Planning and Zoning regarding ownership along trail
- Made revisions to annual RAMP report
- Completed SUP for Enaville Waterline project for Central Shoshone Water District that affects ROW
- Completed bids for bollard replacement due to November vandalism

#### Preservation of Natural Resources

- Met with DEQ, IDFG, and local sportsman's group regarding Gene Day Pond proposal
- Reviewed site of tree logging near LaTour Creek: adjacent landowner is logging trees to reduce risk of falling trees and mud slide on the trail
- Removed five trees from the trail due to wind

#### Marketing: Strategy Proposals and Marketing Strategies

- Updated Facebook

### **HEYBURN STATE PARK – RON HISE, PARK MANAGER**

#### Top 5 Items Not Being Addressed or Funded At This Time

1. CCC historic building restoration.

#### Customer Service

- In January, Benewah trailer lease invoices were sent out; we have had two more cancel for 2012. We are down to 11 leases at the trailer court.
- Ranger West built ten new "iron ranger" fee tubes (modeled after the Washington State Parks tubes, they are much more secure than the old padlock style). They were installed throughout the park.
- Most of the 2012 cottage lease fees have been collected and by the end of February the total amount deposited was over \$500,000.
- The 200-plus moorage bills for 2012 were sent out and approximately 90% had been collected by the end of March.

#### Utilization of Facilities

- Ice fishermen were busy catching pike off Rocky Point near the St. Joe River in January/February.
- Heavy snow hit the park in the middle January; park staff were kept busy with plowing and shoveling. Day use and cabin and cottage rentals this quarter were slow due to snow and wet weather.
- Staff will open Hawley's Landing campground on April 2.

#### Park Manager's Report

- Rangers attended Haz-Mat awareness training at St. Maries Fire Department on January 4.
- Park Manager met with the engineers developing the spill protection and prevention plan for the Rocky Point marina fuel system.
- In March, the Manager and Jim Thomas met with consultants working on the Benewah campground renovation.

#### Preservation of Natural Resources

- Three small direct timber sales are being set up to deal with winter blow down. The larger Mullan-Shuffle timber sales is being set up as part of our ponderosa pine restoration program.

#### Marketing: Strategy Proposals and Marketing Strategies

- Staff has been researching and purchasing new and improved resale items for the park visitor center and Rocky Point marina store.

### **MCCROSKEY STATE PARK – RON HISE, PARK MANAGER**

#### Utilization of Facilities

- Large amounts of snow limited access to the park this quarter.

#### Preservation of Natural Resources

- The King Valley timber sale is winding down and planning for the next sale in Deep Creek is underway. A couple of small direct sales have been set up to deal with Douglas fir bark beetle attacks in small groups of trees.
- Park Manager toured park logging operations with IDL staff and discussed future projects.

#### **HELLS GATE STATE PARK – MARTY GANGIS, PARK MANAGER**

##### Top 5 Items Not Being Addressed or Funded At This Time

1. Seasonal salary allotment is not sufficient for a park that is open year around with approximately 400,000 visitors annually.
2. Operations budget is not sufficient for the reasons mentioned above.
3. Reinstate the 12-month full-time park ranger position back to Hells Gate.
4. Several maintenance vehicles are in need of replacement.

##### Customer Service

- The Discovery Center is open daily from 8:00am to 4:00pm and closed on the holidays.
- The Jack O'Connor Center is open six days a week and closed on Mondays and holidays.

##### Utilization of Facilities

- January visitation was slow, but picked dramatically in February/March due to weekend special events.
- During our March 3-D archery shoot all campground loops were open and full with campers.

##### Park Manager's Report

- Attended Jack O'Connor board meeting January 25. Also attended Hells Canyon boat club meeting to gather info on the upcoming race in April.
- Manager and Ranger met with a young man from job service who would like to work here at the park.

#### Preservation of Natural Resources

- Park Ranger has been diligently working to physically remove the large thistle population found south of the Discovery Center and where our new 9-hole golf course is planned.
- Manager/Ranger met with Natural Resource Manager on December 4, to discuss our noxious weed program and see what would be the best approach to manage noxious weed issues.

#### Marketing: Strategy Proposals and Marketing Strategies

- Judy Nuxoll traveled to Denver, Colorado, representing IDPR at a large vendor show. She was there to generate new ideas for all parks that have a resale program.

#### **WINCHESTER LAKE STATE PARK – MARTY GANGIS, PARK MANAGER;**

##### **NITA MOSES, ASSISTANT MANAGER**

##### Top 5 Items Not Being Addressed or Funded At This Time

1. Unsafe docks and piers
2. Boundary fences are in deplorable shape
3. Outdated facilities and infrastructure
4. Park facilities at the day use area at Ponderosa Point need restructuring
5. Vehicles and equipment issues

##### Customer Service

- With the reduction in staff, office hours during the quarter were Tuesdays and Thursdays from 10:00 until Noon. The office was closed holidays and weekends. It has been a difficult past two months trying to get everything done with only the Assistant Manager in the park. Luckily, our maintenance volunteer continues to help with cleaning park vault toilets and yurts.
- In March we saw a rise in annual pass sales.

#### Utilization of Facilities

- Visitation was good with the cold temperatures and good ice throughout the quarter; yurt reservations and day use remained steady. February was pretty good for snowshoers even though the overall snow accumulation was down.
- The 2<sup>nd</sup> Annual Ice Bowl Fishing Derby was held January 28. Park Ranger Brock Richie from Hell's Gate and Seasonal Ranger Frank Cirimele from Winchester helped again this year to obtain support and prizes from local businesses. On the day of the event Assistant Managers Nita Moses and Charlie Chase, Park Rangers Brock and Frank, and Seasonals Bob Vacura and Diane Peterson helped make the day a success. We also had volunteers who helped drill and monitor the fishing holes. The event was a big success with more than double the number of participants than last year.

#### Park Manager's Report

- The park received assistance from Hells Gate Park Ranger on vehicle maintenance and repair.
- Initial MOU drafts between Idaho Fish and Game and Winchester Lake State Park are currently being developed and continual meetings are being arranged to complete the MOU for distribution, approval, and signatures.

#### Preservation of Natural Resources

- Firewood poaching continues to be a serious problem this year, especially with only one permanent staff member on board. Fencing around the park's borders is in horrible shape and Nez Perce tribal members have been entering the park from tribal land and taking many trees. Assistant Manager continues to patrol and work on boundary signage and fencing. Cooperation continues with Idaho Fish and Game and the Nez Perce Tribe towards a resolution to the problem.
- Park staff has been working with IDPR Natural Resource Manager and IDFG to develop and implement a burn plan for Winchester Lake. A low land burn will help cleanup pine needles and brush and promote growth.

#### Marketing: Strategy Proposals and Marketing Strategies

- The resale department has been quite successful at Winchester Lake State Park.
- Preparation has begun for the upcoming Winchester Volunteer Fire Department sponsored Annual Indoor Flea Market. Last year was the park's first year of participation: staff takes the entire resale department to the Annual Indoor Flea Market at the Community Center. This is a lucrative way to not only sell resale items and annual passes, but to gain exposure and provide departmental information and promotion.
- Park staff has been regularly updating the park's webpage and Facebook page. Information has been posted regarding passport information and continues to be promoted within the community.

#### **DWORSHAK STATE PARK – MARTY GANGIS, PARK MANAGER;**

##### **CHARLIE CHASE, ASSISTANT MANAGER**

#### Top 5 Items Not Being Addressed or Funded At This Time

1. Parking improvement for Sun Shelter
2. Trail system from Freeman Creek to Three Meadows
3. New kitchen appliances for Three Meadows
4. Sand for expanded swimming area
5. Wave attenuator

#### Customer Service

- We had a very slow January. It looks like it will be a slow year at Three Meadows and Big Eddy Lodges; we have about half the bookings this year compared to 2011

- Billing for 2012 moorage was sent to 75 customers February 1 and moorage payments have flooded in to beat the March 15<sup>th</sup> deadline.

#### Utilization of Facilities

- During January, Big Eddy was quiet with only a couple of people showing up to check on moorage and almost no boat launching.
- Freeman Creek was pretty well closed by snow during January/February. Only a couple of hardy souls ventured down the snowy mountain, usually chained up, to launch their boats to go fishing or trapping. Big Eddy Lodge was rented in January for a “Chocolate Extravaganza” which was well attended.
- Freeman Creek was slow in March with the water about 76 feet down from full pool.

#### Park Manager’s Report

- Completed the Annual Management Plan for the COE, and then got an e-mail from the COE prohibiting weed spraying except their approved herbicides.
- The road to Three Meadows was opened up by March 14<sup>th</sup> for a pre-bid meeting for remodeling the restrooms there to meet ADA specifications. A lot of snow from Three Meadows Divide to Drift Creek made for very slow going with our two-wheeled-drive back hoe.
- The Corps of Engineers water treatment plant operators are trying to get our water plant back online and meeting DEQ specifications. The park needs the plant running by April 22 for a large group coming in to use Freeman Creek.

#### Preservation of Natural Resources

- Winter downed trees have been removed from the Three Meadows road.

#### Marketing: Strategy Proposals and Marketing Strategies

- Ranger Kane has been recruiting musicians to play on some Saturdays at Freeman Creek. We hope this will attract more people for these evening concerts.
- Small advertisements will be placed in local newspapers about space available at Big Eddy Marina.

☐ IDAPA RULE                      ☐ IDAPA FEE                      ☐ BOARD ACTION REQUIRED  
☐ BOARD POLICY                      **X INFO ONLY, NO ACTION REQUIRED**

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**May 8-9, 2012**  
**North Region Office**  
**2825 W. Kathleen Ave, Suite 1**  
**Coeur d'Alene, ID**

**AGENDA ITEM:**                      **Development Project Status**

**ACTION REQUIRED:**                      **No Board Action Required**

**PRESENTER:**                      **Dave Ricks**

**DEPUTY DIRECTOR**                      **Dave Ricks**

**PRESENTATION**

**Mission**

To provide design, engineering, and construction administration of all park capital improvements and major facilities maintenance, and to furnish technical assistance for the purpose of providing a high quality state park system for the citizens of Idaho.

**Goals**

- To plan and design facilities in a manner that reflects responsible stewardship of natural resources and protects public safety.
- To be responsive to sense, serve, and satisfy the needs of the public, administrative staff, operations staff, constituency groups, related programs, and others that look to us for leadership or assistance.
- To be proactive, motivated, and capable of identifying new opportunities.
- To budget for Capital Facility Needs in a manner that is honest and responsible to the parks and the citizens of Idaho.

**BACKGROUND INFORMATION:** The following narrative and the accompanying chart illustrating current projects, their status and progress comments are for Board Information.

**North Region Projects**

**310121 – Priest Lake Indian Creek Campground Volunteer Sites**

This project involves 4 sites. Site review and layout scheduled to start in fall. Preliminary layout complete, project in design.

**310321 – Round Lake Campsite Water & Electrical Retro Fits**

Scope of work involves bringing water and electricity to a limited number of sites. Project scheduled for bid openings April 20, 2012. Construction will be fall of 2012 so that it does not limit summer use season.

**310322 – Round Lake Volunteer Sites**

Design is complete. Construction spring/summer 2012.



**310511 – Farragut Whitetail Road Repairs**

Scope of work completed, Design phase complete. Road work planned for spring 2012.

**310512 – Farragut Water Tower Repairs**

Lead content testing of existing coating systems performed. Project in construction with completion date for spring/summer 2012.

**310514 – Farragut Buttonhook Dock Pilings**

Engineering design and construction anticipated spring 2012. Permit application in progress with ACOE.

**310521 – Farragut Buttonhook Dock Pilings**

Engineering design and construction anticipated spring 2012. Permit application in progress with ACOE.

**310522 – Farragut Locust Grove/Whitetail CG RR/Shower Renovations**

Architect has reviewed existing building condition and started design. Construction late spring/summer with fall completion 2012.

**310523 – Farragut Eagle Boat Launch Breakwater Repairs**

Repairs in progress with scheduled completion in April, 2012.

**310671 – Old Mission Fire Suppression**

TIPO completed review April 2012. Pre-bid scheduled for May 15, with bid opening May 24 and construction to proceed over summer 2012.

**310672 – Old Mission Roof Replacement**

Final design complete and under review with construction dependent on funding.

**310711 – Mowry Residence Upgrades**

Site evaluation took place in March to finalize the scope of work and construction requirements. Work will be informally bid in May and completed over the summer.

**310801 – Heyburn Chatcolet Seasonal Housing**

Substantial completion received. Punch list of items remain and the exterior painting will be done as weather permits.

**310811 – Heyburn Chatcolet Marina Design**

Final invoice paid. Project is ready for close-out.

**310812 – Heyburn Boat Ramp**

Permit approved and construction schedule pending on water level.

**310821 – Heyburn Benewah Campground Renovation**

Design is to be complete late spring 2012. Bidding to occur in July with a first of September start date for construction. This will allow use over the summer camping season.

**310822 – Heyburn Fuel Tank SPCC Plan**

SPCC plan completed. Specifications for required site improvements being completed.

**310823 – Heyburn Hawley's Boat Landing/Dock Pilings**

Avista Grant project.

**310921 – Higgins Point Docks & Shoreline Stabilization**

Avista Grant project.

**310922 – CDA Trail Oasis Creation**

Avista Grant project

**310923 – Chatcolet Campground Trail CXT**

Avista Grant project

**320201 – Dworshak Three Meadow ADA RR Upgrades**

DPW delegated. Project is underway to update the group camp restroom building to meet ADA accessibility guidelines.

**320221 – Dworshak Freeman Creek Water System Upgrade**

Site determination and well design by engineering has been made. We have DEQ approval. Project bids have been received. Construction is pending COE approval.

**South Region Projects****330102 – Ponderosa Peninsula Restroom Remodels**

DPW delegated. Project received substantial completion. Punch list of items remain. Restroom/shower buildings will be fully functional for the start of the 2012 camping season.

**330191 – Ponderosa Peninsula CG Rehab**

Project also includes roadway alterations at the front entrance station. This includes widening the exit lane west of the kiosk building; adding speed dips on the entrance lanes to discourage speeding, and adding an automatic gate to the bypass lane. Entrance and exit lane out to bid when weather permits. Late spring/summer construction.

**330201 – Eagle Island Gravel Extraction**

Signage is up. Knife River is waiting to begin pending a market for the materials in the general area of Eagle Island.

**330221 – Eagle Island Volunteer Sites**

Scope is to develop two sites. Reviewing options.

**330411 – Lucky Peak Irrigation Pump Repair**

Construction is complete. Pump startup was scheduled for April.

**330414 - Lucky Peak Spring Shores Pump-Out & Docks Replacement**

Project review is complete. Construction will be completed by fall 2012.

**330421 – Lucky Peak Spring Shores Docks**

Docks to be installed end of April.

**330602 – Three Island Upper Campground Pump Irrigation**

Construction completed. Because irrigation pumps were winterized prior to construction being finished, contractor will return in April 2012 to commission system, train staff on controller functions, and make final adjustments to spray patterns.

**330611 – Three Island Canopy**

Canopies were installed April 10, 2012.

**330621 – Three Island Irrigation Slough Dredge**

Project is complete. Awaiting final billing.

**330702 – Lake Cascade ADA Compliance**

This project consists of numerous ADA improvements at 8 separate park units thru-out Lake Cascade State Park. Design complete. Informal bids over winter with spring 2012 construction.

**330703 – Lake Cascade Poison Creek Campground Renovations**

Project is complete with the exception of warranty work on the irrigation system. Development staff, park staff, design consultant, and contractor will work to resolve issues when system is brought back on line for start of irrigation season 2012.

**330775 – Lake Cascade ADA Crown Point Site Renovations**

Project is nearing completion. Additional ADA path to be installed spring 2012 and project will then be complete.

**330793 – Lake Cascade Big Sage CG Construction**

French drains were installed by S.R. Crew late summer/fall 2011 to dealing with issues involving spring water and erosion problems. Development will evaluate during spring runoff to determine if additional work is required. Development staff has also filed a 404 application with CORPS to deal with shoreline erosion problems

**330801 – HQ Vehicle Storage Building & Awning Extension**

Vehicle storage building is currently under construction, awning extension to follow, construction to be by May 2012.

**DPW Project - HQ Domestic Water and Fire Sprinkler**

DPW project working with DPW, United Water and consultant. Work is currently ongoing during April and will be completed by May 2012.

**340321 – Thousand Springs Malad Gorge Volunteer Sites.**

Scope involves adding two additional sites at the Malad Gorge residence and maintenance compound area. The area was designed for a total of 4 volunteer sites, two of which were previously construction. Water and sewer review is underway.

**East Region Projects****340621 – Lake Walcott Campground Electrical Upgrades**

Electrical engineer is under contract for system evaluation.

**340622 – Lake Walcott Ranger House**

Preliminary correspondence with BOR regarding requirements in process. Electrical engineer is under contract for system evaluation.

**340692 – Lake Walcott Shelter Improvements**

Shelter improvements survey and evaluation in progress.

**360111 – Harriman New Gravel and Dust Abatement**

Proposal from contractor exceeded project budget. S.R. crew will complete work in spring 2012.

**360112 – Harriman Storage Bldg & Scovel Center Electric**

Scovel Center electrical work is complete. Work to be done in spring 2012 by S.R. crew to construct the hazardous materials storage.

**360221 – Henrys Lake Campground**

A site visit was conducted with consultants to determine the location for the new campground loop. Design was put on hold while engineers completed a Nutrigen Pathogen Study required by DEQ for the large bed sewer drain field. That study was submitted to DEQ April 11, 2012. Design will resume once the study is approved. Final design documents will be complete with project going to bid late summer 2012 with construction occurring during the fall 2012 and completed by July 2013.

**360401 – Ashton-Tetonia Bitch Creek Bridge**

Bridge foundation initial overview performed fall 2011. Engineering and foundation construction repairs anticipated spring/summer/fall 2012.

**360501 – Bayhorse Skylark Mine Clean-Up**

SHPO, EPA, USFS, & IDEQ approvals received. Contract award completed; Borrow source sampling January 2012; Notice to Proceed with on site construction scheduled for June 2012 and anticipated construction completion summer 2012.

**360592 – Land of the Yankee Fork Bayhorse Building Stabilization**

SHPO & IDEQ approvals received. Contract award completed; Notice to Proceed with on site construction scheduled for June 2012 and anticipated construction completion summer 2012.

**STAFF RECOMMENDATIONS:** Information Only

## **NORTH REGION QUARTERLY REPORT**

### **JANUARY – FEBRUARY – MARCH 2012**

**MISSION:** To serve north Idaho park users and recreationists providing them a quality experience that is safe and enjoyable while managing and protecting the public's investment and the natural resources.

**GOALS:** Ensure that all facilities are kept clean and hazard free.  
Utilize both paid and volunteer staff to man visitor centers and entrance booths to answer questions and sell park permits.  
Patrol parks ensuring user needs, user safety, and resource protection.  
Assess operations and opportunities to ensure quality experiences are provided and enhanced.

#### **Primary Issues and Concerns**

1. Staff Shortages
2. Minimal budgets, increased fixed costs, and higher use
3. Aging facilities and equipment

#### **NORTH REGION SERVICE CENTER – DAVID WHITE, REGION MANAGER**

##### **NR Manager**

During the quarter the North Region Manager:

- In January met with graduating student to discuss career opportunities; Participated in Parks Passport discussions, Farragut Resource Management discussion, Sacred Encounters Board Meeting, CdA Parkway Management discussion with City of CdA Parks Director, OPS Mgmt Team meeting, IDAPA Rule Review Discussion; Attended JFAC presentation, Board member confirmation hearings, Board Meeting, House Natural Resource Committee Meeting to discuss IDPR and Parks Passport.
- In February participated in Passport meetings and conference calls; FY 12 budget discussion; CdA Drive meeting with ITD and the City of CdA to discuss the road and Parkway; OPS Management Team meeting; Farragut OHV site discussion about public presentation; Priest Lake tankless hot water heater discussion with CXT; Dworshak seasonal ranger interviews.
- In March reviewed development projects and discussed status and responsibility; completed evaluations with staff; attended CdA Chamber Natural Resource Committee meeting to discuss local issues; interviewed candidates for the Hells Gate Asst. Mgr position and the Hells Gate and Winchester Ranger positions; attended OPS Mgmt Team meeting to discuss operations and associated issues; contacted Kansas State Parks and discussed their rent a camp program; assisted with reviewing rules and regulations changes to improve compliance and meet Passport needs.
- NR Staff attended NR Park and Program Manager's Meeting in January and a NR P&P Manager's Meeting conference call in March
- Compliance Enforcement Staff attended annual CEO and First Aid/CPR Refresher in February
- Numerous staff attended a 2 day re-sale presentation at Hells Gate State Park on January 25
- All parks and NR Admin staff worked on evaluations; budgets; FY 14 CIN

##### **NR Maintenance Crew**

- During the quarter the Crew: Worked on signs for all North Region Parks; Remodeled bathroom at Hells Gate Asst Mgr Residence; Delivered surplus items to auction house; Built book shelves for Old Mission; Rebuilt NR's Huber maintainer; Round Lake-Moved docks off the beach; North Region IDPR/IDFG complex-Snow Removal; and attended to many emergency requests for assistance from NR Parks and Programs.



#### NR Office Staff

- During the quarter Office Staff worked with ROW adventures to complete new 2012 Small Concession permits for use of TOC/FAR/CLP; prepared NR Annual Park Reports; assisted with planning for NR Ranger Roundup; and attended to many requests for assistance from NR Parks and Programs.

#### **PRIEST LAKE STATE PARK – LONNIE JOHNSON, PARK MANAGER**

##### Top 5 Items Not Being Addressed or Funded At This Time

1. Not having park housing for all permanent staff.
2. It is becoming more difficult to adjust time during holidays- EAL worries.

#### Customer Service

- Held Annual Free Ski/Snowshoe Day January 7; we had terrible snow could not ski, only snow shoe
- Promoted new winter event - snowman and snow sculpture contest from January 15 through February 29
- Staff attended Spokane Community College Career Presentation and Interviews for Summer Employment on February 1.
- David Thompson 2012 Freezer held on February 17 and 18, three troops from Newport, Washington and Priest River, Idaho participated with nine boys and four adults; Priest Lake Search and Rescue participated in sharing the importance of being prepared when out in the elements.
- Facebook page posts new pictures weekly and is receiving many comments.

#### Utilization of Facilities

- Staff groomed ski trails for the first time on Jan. 23 and late snow had skiers coming out on weekends during the rest of the quarter
- We have been receiving many more reservation requests for weddings at the park
- 24 hour fueling station for snowmobile access was well used in February
- Cabin use picked up during March
- The boat launch was utilized daily during February and March by local and regional fishermen

#### Park Manager's Report

- Cleanup of windstorm blow downs at Indian Creek started again with local logger on Jan. 9 and continued through February
- The Indian Creek Park Store is preparing for summer with new merchandise arriving daily; a local volunteer built five new bistro style chairs for the ice cream counter at the park store from the wood milled at the park; and staff installed the new freezer at the park store
- Attended groomer meeting on March 16 and chamber meeting on March 22

#### Preservation of Natural Resources

- The park is working with Natural Resource Manager Keith Jones and IDL in clearing down trees and hazards along the Indian Creek Flume Trail caused from the 2011 windstorm
- Staff is also working on marking and identifying hazard trees in the campground prior to the 2012 summer camping season

#### Marketing: Strategy Proposals and Marketing Strategies

- Priest Lake is working on promoting canoe rentals at the park for the second season
- The park has been promoting Priest Lake through Facebook and local information sites
- Park staff is working on incorporating the new park logo into the resale program

## **ROUND LAKE STATE PARK – DAVE RUSSELL, PARK MANAGER**

### **Top 5 Items Not Being Addressed or Funded At This Time**

1. Being short of staff, we are beginning to experience a maintenance back-log of broken or damaged things.
2. Securing adequate budget funding for O&E and seasonal salaries continues to be a source of concern.

### **Customer Service**

- Camping reservations for the upcoming season occurred at a good pace during March. Telephone and e-mail communication were brisk as campers are preparing for the new season.

### **Utilization of Facilities**

- Most park use for the quarter was comprised of day use: dog walkers, ice skaters, and fisherman; the ice on the lake was utilized by ice fisherman and skaters until mid-March when the ice disappeared
- Trail use was somewhat restricted in March due to flooding at the east end of the park

### **Park Manager's Report**

- Staff demolished the old building on our new acre.
- During the quarter table boards were refinished.
- During the quarter staff worked with Tom Joyner on the upcoming improvements to the park.
- Staff attended a resale workshop sponsored by Hells Gate.
- Staff attended meetings with Northern Lights and the electrical contractor in preparation for future developments.

### **Preservation of Natural Resources**

- In January staff met with Keith Jones regarding park natural resources.
- In March staff began tree removal from winter damage: wind blown over, up-rooted, tops blown out, etc.
- Our hazard tree reduction program gets underway in April.

### **Marketing: Strategy Proposals and Marketing Strategies**

- Round Lake is now on Facebook.
- Staff will be promoting the new Opt-in Passport program this summer.

## **FARRAGUT STATE PARK – RANDALL BUTT, PARK MANAGER**

### **Top 5 Items Not Being Addressed or Funded At This Time**

1. Sewer Phase 2 funding to meet requirements of upcoming deadline with Panhandle Health.
2. Additional funding for maintaining our paved road system better than we're currently able to.

### **Customer Service**

- With significant snow fall the week of January 17, South Road was closed and grooming was done for the first four loops of the Cross Country ski trail system, and the sledding hill became usable.
- Warm weather and rainy conditions ended Nordic operations on January 25 and due to inadequate snow, activities were limited for visitors during February and March.
- A public meeting was held on February 15 by the OHV program to describe the OHV training course they will be putting in Farragut State Park. Questions and concerns brought up by the 27 attending were similar to ones brought up at the Bayview presentation on park issues held January 11.
- A public meeting put on by the park was held on March 19 at the Bayview community center to keep local citizens apprised of park plans/events. Questions and concerns brought up by

the 27 attending regarded recent resource work, veteran's reunion, current and future projects, and the proposed off-leash pet area.

#### Utilization of Facilities

- Idaho Fish and Game reported that they were entering into a contract with a private plowing firm to keep the road open to Eagle boat launch. No services were provided during the snow falls during January.
- Trails, disc golf, and boat launch were accessible and open during the majority of the quarter due to little or no snow.
- The park opened South Road to visitors in the middle of March - including Waldron and Corral campgrounds (minus water), as well as the Sunrise, and Beaver Bay day use areas. All ten camper cabins and the Willow/Sunrise shelters were available for reservation beginning March 23.
- The park continues research of feasibility of a pet off-leash area that could be established within the park. Initial review has found support from IDPR and Kootenai County legal staff, with the possible establishment in the Bennion Circle. Letters seeking support from Idaho Fish and Game received approval - while letters seeking the same approval are awaiting reply from Kootenai County Sheriff and Kootenai County Parks and Waterways.

#### Park Manager's Report

- Park Manager completed a CEU class on January 24 as part of CEU's required to maintain Wastewater operator's license.
- Park Assistant Manager and Park Ranger completed a class on February 1<sup>st</sup> as part of CEU's required to maintain Water operator's licenses.
- The water tower restoration project is mid-way through completion with installation of the interior stairwell and the beginning of the removal of the old material from the inside of the tank. The project is on schedule for completion by the end of April.
- Development projects have been ongoing for Whitetail Road paving bid preparation, Buttonhook dock and piling replacement, remodeling of shower houses and restrooms (by Jim Thomas in Boise office), and winter and backup well #9 development.
- Failure of the breakwater installed in 2009 has lead to it being disassembled by original contractors for repairs due for completion.

#### Preservation of Natural Resources

- Resource work under contract by IDPR is being completed in the area between Highway 54 and Bennion/Ward loops.
- Park staff is actively planning noxious weed spraying for the upcoming season by ordering any needed herbicides and identifying critical areas that need to be sprayed.
- Idaho Fish and Game clearing of trees and brush below the viewpoint to re-establish the view became an issue of contention in the Bayview community. Though many residents have come forth saying they like having the view back again, the work included a small clear cut area and removal of 11 large trees. Those actions have been confused with Ponderosa pine restoration work by IDFG adjacent to the viewpoint, and further complicated by inaccurate e-mails circulating that IDFG was cutting for money.
- On January 11 Park Manager and Natural Resource Program Manager presented background on resource projects within the park and addressed other ongoing park projects to a group of 38 at the Bayview Community Center. A request for additional meetings and information will be handled by the park in submitting articles to the local newsletter and quarterly meetings that will be sponsored by the Bayview Chamber.
- Staff began removal of hazard trees in the parks campgrounds as well as chipping, limbing, and other spring cleanup in preparation for the season.

#### Marketing: Strategy Proposals and Marketing Strategies

- The park is actively updating its agency website page and its recently added Facebook page.

## **COEUR D'ALENE LAKE PARKWAY – RANDALL BUTT, PARK MANAGER**

### **Top 5 items Not Being Addressed or Funded at this time**

1. Ownership change from ITD to City of CdA.

### **Customer Service**

- We had good visitation during January through mid-February as a record number of eagles migrating through the area stayed in the area in large numbers.
- Limited snow allowed for pedestrian use of the Centennial Trail throughout February/March.

### **Utilization of Facilities**

- All facilities were in operation throughout the quarter with the exception of access to the boat launch being limited during heavy snow mid-January.

### **Park Manager's Report**

- Park staff are taking group reservations for the trail but not taking payment until the event date to insure that any change in operation would not require a refund by IDPR. Basic sanitation services are still being provided but trail services have been cut, except for addressing hazardous issues.
- IDPR attended a negotiation meeting between the City of Coeur d'Alene and ITD on February 21 regarding transferring of ownership of the Parkway to the City. If negotiations are successful a transfer could occur as early as this summer. Depending upon the outcome a new MOU will need to be entered into with either ITD or the City (if the City would prefer not to take over the trail maintenance).

### **Preservation of Natural Resources**

- The Parkway is preparing for Bristly Locust and any other noxious weed mitigation for the coming season.

### **Marketing: Strategy Proposals and Marketing Strategies**

- The park will continue to notify the public as needed via our website and any other necessary strategy when any operational changes are made that affect our user base or with events that are park specific such as Eagle watching tours in the winter. Events such as the Iron Man Triathlon and others that occur annually are already heavily marketed by local media and the entities that put on these events.

## **COEUR D'ALENE OLD MISSION STATE PARK – KATHLEEN DURFEE, MANAGER**

### **Top 5 Items Not Being Addressed or Funded At This Time**

1. Ed Short Property – Lower Parking Area
2. Insects in the Museum
3. Volunteer Sites
4. Repainting Parish House

### **Customer Service**

- During the past quarter Winter Hours have been 10am to 3 pm daily; approximately two dozen wedding information request packets were sent out; twenty school groups were booked for upcoming tours; booked four bus tours

### **Utilization of Facilities**

- During the quarter Vehicle Counts showed 3,364, in addition, we had Bus Tours 1 (55); Foreign Exchange Students Tour (35); Society for Range Management Tour (40); School Tour (139); Boy Scout Tour (25)

### **Park Manager's Report**

- THPO on site to photograph and review projects
- Staff attended avalanche training
- Electrician on site to trouble shoot problem with Mission lights and exhibit lights
- Staff completed ICP relicensing process



- Manager attended Crucial Confrontations training
- Presented program to St. Maries Rotary Club regarding Passport Program and Sacred Encounters
- Attended DEQ open house re: proposed wetlands project adjacent to TOC ROW near Page repository
- Prepared recreation case study report/photos for success stories for Western States Governor's Association
- Northwest Installers on site to perform maintenance and fix/install new projector in MOD 2

#### Preservation of Natural/Cultural Resources

- Plugged holes on Mission to discourage nesting swallows, flickers, and starlings
- Reviewed cultural resource projects with Tribal Historic Preservation Officer: placement of rug in Mission, Mission security, bird prevention
- Met with potential bidders regarding Mission security

#### Marketing: Strategy Proposals and Marketing Strategies

- Worked with Jeff Egan regarding resale changes/modifications – reviewed remodel plans
- Searched for custom merchandise to sell
- Worked with CDA Casino regarding advertising poster for Sacred Encounters at Casino
- Updated Facebook page

### **TRAIL OF THE COEUR D'ALENES – KATHLEEN DURFEE, MANAGER**

#### Top 5 Items Not Being Addressed or Funded At This Time

1. Staffing needs for TOC leases and permits
2. Property ownership lines
3. Volunteer Sites

#### Customer Service

- Staff attended Shoshone County Groomer Board meetings in January, February, and March
- Repaired fence between Smelterville and Kellogg twice where the elk are crossing and ripping out the fence
- Volunteer plowed section of trail between Elizabeth Park and Pine Creek (six hours) to keep open for walkers
- Sufficient snow on trail to accommodate cross country skiers and snowmobiles but not to groom
- Created packet of brochures for Historic Wallace Chamber of Commerce and Friends of the CDA Trail to take to bike shows in Portland, and Seattle

#### Utilization of Facilities

- Trail Users During the quarter were: January—2,149; February—2,029; March—2,345
- Heavy snow loads in January/February allowed skiers and snowmobilers to enjoy the trail. Staff was kept busy plowing parking lots. Numerous walkers used the open areas and volunteers kept the trail open for walkers from Kellogg to Elizabeth Park.
- In February a Rails-to-Trails sign and an interpretive sign were vandalized at Springston
- March was a crazy weather month. Kept busy plowing trailheads with 17 inches of snow received.
- Trail open from Big Creek to Harrison with a couple of snow patches during March.

#### Park Manager's Report

- Staff inspected trail with ARCADIS field technician
- Staff created and submitted TOC Activity Sheet for billing
- Worked with Avista regarding Nearing and Gene Day Park area utility encroachments
- Worked with DEQ regarding Hercules Mill signage



- Met with Shoshone County Planning and Zoning regarding ownership along trail
- Made revisions to annual RAMP report
- Completed SUP for Enaville Waterline project for Central Shoshone Water District that affects ROW
- Completed bids for bollard replacement due to November vandalism

#### Preservation of Natural Resources

- Met with DEQ, IDFG, and local sportsman's group regarding Gene Day Pond proposal
- Reviewed site of tree logging near LaTour Creek: adjacent landowner is logging trees to reduce risk of falling trees and mud slide on the trail
- Removed five trees from the trail due to wind

#### Marketing: Strategy Proposals and Marketing Strategies

- Updated Facebook

### **HEYBURN STATE PARK – RON HISE, PARK MANAGER**

#### Top 5 Items Not Being Addressed or Funded At This Time

1. CCC historic building restoration.

#### Customer Service

- In January, Benewah trailer lease invoices were sent out; we have had two more cancel for 2012. We are down to 11 leases at the trailer court.
- Ranger West built ten new "iron ranger" fee tubes (modeled after the Washington State Parks tubes, they are much more secure than the old padlock style). They were installed throughout the park.
- Most of the 2012 cottage lease fees have been collected and by the end of February the total amount deposited was over \$500,000.
- The 200-plus moorage bills for 2012 were sent out and approximately 90% had been collected by the end of March.

#### Utilization of Facilities

- Ice fishermen were busy catching pike off Rocky Point near the St. Joe River in January/February.
- Heavy snow hit the park in the middle January; park staff were kept busy with plowing and shoveling. Day use and cabin and cottage rentals this quarter were slow due to snow and wet weather.
- Staff will open Hawley's Landing campground on April 2.

#### Park Manager's Report

- Rangers attended Haz-Mat awareness training at St. Maries Fire Department on January 4.
- Park Manager met with the engineers developing the spill protection and prevention plan for the Rocky Point marina fuel system.
- In March, the Manager and Jim Thomas met with consultants working on the Benewah campground renovation.

#### Preservation of Natural Resources

- Three small direct timber sales are being set up to deal with winter blow down. The larger Mullan-Shuffle timber sales is being set up as part of our ponderosa pine restoration program.

#### Marketing: Strategy Proposals and Marketing Strategies

- Staff has been researching and purchasing new and improved resale items for the park visitor center and Rocky Point marina store.

### **MCCROSKEY STATE PARK – RON HISE, PARK MANAGER**

#### Utilization of Facilities

- Large amounts of snow limited access to the park this quarter.

#### Preservation of Natural Resources

- The King Valley timber sale is winding down and planning for the next sale in Deep Creek is underway. A couple of small direct sales have been set up to deal with Douglas fir bark beetle attacks in small groups of trees.
- Park Manager toured park logging operations with IDL staff and discussed future projects.

#### **HELLS GATE STATE PARK – MARTY GANGIS, PARK MANAGER**

##### Top 5 Items Not Being Addressed or Funded At This Time

1. Seasonal salary allotment is not sufficient for a park that is open year around with approximately 400,000 visitors annually.
2. Operations budget is not sufficient for the reasons mentioned above.
3. Reinstate the 12-month full-time park ranger position back to Hells Gate.
4. Several maintenance vehicles are in need of replacement.

#### Customer Service

- The Discovery Center is open daily from 8:00am to 4:00pm and closed on the holidays.
- The Jack O'Connor Center is open six days a week and closed on Mondays and holidays.

#### Utilization of Facilities

- January visitation was slow, but picked dramatically in February/March due to weekend special events.
- During our March 3-D archery shoot all campground loops were open and full with campers.

#### Park Manager's Report

- Attended Jack O'Connor board meeting January 25. Also attended Hells Canyon boat club meeting to gather info on the upcoming race in April.
- Manager and Ranger met with a young man from job service who would like to work here at the park.

#### Preservation of Natural Resources

- Park Ranger has been diligently working to physically remove the large thistle population found south of the Discovery Center and where our new 9-hole golf course is planned.
- Manager/Ranger met with Natural Resource Manager on December 4, to discuss our noxious weed program and see what would be the best approach to manage noxious weed issues.

#### Marketing: Strategy Proposals and Marketing Strategies

- Judy Nuxoll traveled to Denver, Colorado, representing IDPR at a large vendor show. She was there to generate new ideas for all parks that have a resale program.

#### **WINCHESTER LAKE STATE PARK – MARTY GANGIS, PARK MANAGER;**

##### **NITA MOSES, ASSISTANT MANAGER**

##### Top 5 Items Not Being Addressed or Funded At This Time

1. Unsafe docks and piers
2. Boundary fences are in deplorable shape
3. Outdated facilities and infrastructure
4. Park facilities at the day use area at Ponderosa Point need restructuring
5. Vehicles and equipment issues

#### Customer Service

- With the reduction in staff, office hours during the quarter were Tuesdays and Thursdays from 10:00 until Noon. The office was closed holidays and weekends. It has been a difficult past two months trying to get everything done with only the Assistant Manager in the park. Luckily, our maintenance volunteer continues to help with cleaning park vault toilets and yurts.
- In March we saw a rise in annual pass sales.

#### Utilization of Facilities

- Visitation was good with the cold temperatures and good ice throughout the quarter; yurt reservations and day use remained steady. February was pretty good for snowshoers even though the overall snow accumulation was down.
- The 2<sup>nd</sup> Annual Ice Bowl Fishing Derby was held January 28. Park Ranger Brock Richie from Hell's Gate and Seasonal Ranger Frank Cirimele from Winchester helped again this year to obtain support and prizes from local businesses. On the day of the event Assistant Managers Nita Moses and Charlie Chase, Park Rangers Brock and Frank, and Seasonals Bob Vacura and Diane Peterson helped make the day a success. We also had volunteers who helped drill and monitor the fishing holes. The event was a big success with more than double the number of participants than last year.

#### Park Manager's Report

- The park received assistance from Hells Gate Park Ranger on vehicle maintenance and repair.
- Initial MOU drafts between Idaho Fish and Game and Winchester Lake State Park are currently being developed and continual meetings are being arranged to complete the MOU for distribution, approval, and signatures.

#### Preservation of Natural Resources

- Firewood poaching continues to be a serious problem this year, especially with only one permanent staff member on board. Fencing around the park's borders is in horrible shape and Nez Perce tribal members have been entering the park from tribal land and taking many trees. Assistant Manager continues to patrol and work on boundary signage and fencing. Cooperation continues with Idaho Fish and Game and the Nez Perce Tribe towards a resolution to the problem.
- Park staff has been working with IDPR Natural Resource Manager and IDFG to develop and implement a burn plan for Winchester Lake. A low land burn will help cleanup pine needles and brush and promote growth.

#### Marketing: Strategy Proposals and Marketing Strategies

- The resale department has been quite successful at Winchester Lake State Park.
- Preparation has begun for the upcoming Winchester Volunteer Fire Department sponsored Annual Indoor Flea Market. Last year was the park's first year of participation: staff takes the entire resale department to the Annual Indoor Flea Market at the Community Center. This is a lucrative way to not only sell resale items and annual passes, but to gain exposure and provide departmental information and promotion.
- Park staff has been regularly updating the park's webpage and Facebook page. Information has been posted regarding passport information and continues to be promoted within the community.

#### **DWORSHAK STATE PARK – MARTY GANGIS, PARK MANAGER;**

##### **CHARLIE CHASE, ASSISTANT MANAGER**

#### Top 5 Items Not Being Addressed or Funded At This Time

1. Parking improvement for Sun Shelter
2. Trail system from Freeman Creek to Three Meadows
3. New kitchen appliances for Three Meadows
4. Sand for expanded swimming area
5. Wave attenuator

#### Customer Service

- We had a very slow January. It looks like it will be a slow year at Three Meadows and Big Eddy Lodges; we have about half the bookings this year compared to 2011

- Billing for 2012 moorage was sent to 75 customers February 1 and moorage payments have flooded in to beat the March 15<sup>th</sup> deadline.

#### Utilization of Facilities

- During January, Big Eddy was quiet with only a couple of people showing up to check on moorage and almost no boat launching.
- Freeman Creek was pretty well closed by snow during January/February. Only a couple of hardy souls ventured down the snowy mountain, usually chained up, to launch their boats to go fishing or trapping. Big Eddy Lodge was rented in January for a “Chocolate Extravaganza” which was well attended.
- Freeman Creek was slow in March with the water about 76 feet down from full pool.

#### Park Manager’s Report

- Completed the Annual Management Plan for the COE, and then got an e-mail from the COE prohibiting weed spraying except their approved herbicides.
- The road to Three Meadows was opened up by March 14<sup>th</sup> for a pre-bid meeting for remodeling the restrooms there to meet ADA specifications. A lot of snow from Three Meadows Divide to Drift Creek made for very slow going with our two-wheeled-drive back hoe.
- The Corps of Engineers water treatment plant operators are trying to get our water plant back online and meeting DEQ specifications. The park needs the plant running by April 22 for a large group coming in to use Freeman Creek.

#### Preservation of Natural Resources

- Winter downed trees have been removed from the Three Meadows road.

#### Marketing: Strategy Proposals and Marketing Strategies

- Ranger Kane has been recruiting musicians to play on some Saturdays at Freeman Creek. We hope this will attract more people for these evening concerts.
- Small advertisements will be placed in local newspapers about space available at Big Eddy Marina.



**SOUTH REGION QUARTERLY REPORT  
JANUARY – FEBRUARY – MARCH 2012**

**Core Mission:**

To provide a safe and unique experience while preserving, protecting, and enhancing recreation. We interpret natural, cultural, and historic values. To maintain park infrastructure for visitor services and programs, while looking for new opportunities.

**Primary Issues and Concerns**

- Close monitoring of South Region park expenditures.
- Preventative maintenance backlog created by limited budgets and staffing
- Creating new opportunities with limited resources
- Draft budget load for 2013
- Open ranger position at Cascade

**SOUTH REGION SERVICE CENTER – GARTH TAYLOR, SOUTH REGION BUREAU CHIEF**

- Deputy AG discussion on the newly created Water Dist 2 (Three Island/Bruneau)
- Fish & Game discussion in Jerome about future of the Bruneau fishing ponds
- Continue working with ITD on signage to parks
- Continue to work on retail sales design and promotion in several parks (Bear Lake and Bruneau)
- Continued discussions on Harriman Hazard Fuels reduction grant
- Reviewing Workplace Safety policies and procedures
- Hired new manager at Land of the Yankee Fork (Darrel Hopkins)
- Hired new ranger at Bruneau (Bart Gutkie)
- Gooding County Commission meeting to discuss the Vardis Fisher property possibilities
- Minidoka County Commission meeting to update on planning efforts at Walcott
- BOR discussions on dam work scheduled this summer to impact Walcott operations

**BEAR LAKE STATE PARK – KIRK RICH, PARK MANAGER**

**Top Items at This Time**

1. Adequate operating, seasonal and capital improvement budgets.

**Park Manager's Report**

- Very high interest in group facilities reservations for the upcoming summer. We're starting to fill in some June days and we're getting some day use shelter reservations.
- Marine deputy Andy Stokes completed a waterways grant for a new 21 foot boat and completed his two week marine deputy training in North Carolina.
- Park Ranger completed a grant for snowmobile parking lot snow removal equipment.
- We are receiving \$800.00 power bills for the new office. After negotiation with Rocky Mountain Power and going with a straight kilowatt cost we have seen a \$150.00 a month drop in the monthly bill. However, they are still adding a \$75.00 contract charge.
- Kirk attended a southeast Idaho waterways meeting with the Fish and Game folks in Pocatello. It appears we might be able to get three new docks which are constructed in North Idaho by F&G. These would not be available until next year.
- ISDA has proposed a new contract of \$22,000 to complete inspection duties on a reduced basis. Kirk has resubmitted a proposal to cover the inspections on a three day a week basis.



### Marketing

- Met with Jeff Egan in regards to construction of display shelving for the new visitor center. It appears the shelving will be constructed by the Department of Corrections.
- We're looking at a wood supplier (Windy Point) from Soda Springs that will provide resale firewood at a reasonable price.

### **BRUNEAU DUNES STATE PARK – JOHN FRANK, PARK MANAGER; STEVE RUSSELL ASSISTANT MANAGER**

#### Top Items at This Time

1. Volunteer applicants want to work less hours.
2. Adequate hourly pay for seasonal staff.
3. Volunteer applicants still being recruited.
4. Weeds in turf areas.

#### Park Manager's Report

- South Region maintenance crew completed walkways at Big Dunes picnic area and at cabin. They also started working on grading equestrian road, working gravel pit, and starting on visitor parking lot extension at Broken Wheel campground.
- Interpretive park aide started the season March 15. Programs set up for school groups and volunteers have been recruited and orientations given.
- Observatory opened for the season on March 16.
- All facilities are open and water turned on for the season and March brought spring break with lots of visitation.
- Recharge of water to the pond continues.
- Manager and assistant manager attended public information meeting on new water district.
- Creel census started on the lakes by park staff and IDFG to determine the success rate.

### Marketing

- We have added new astronomy and star gazing items along with some new hats and are coming up with new ideas for more items.
- We have been working with Jeff Egan on our retail space design and layout.
- Working with the boating program to install life jacket stations.

### **CITY OF ROCKS/CASTLE ROCKS STATE PARK – WALLACE KECK, PARK MANAGER**

#### Top Items at This Time

1. Castle Rocks vehicle replacement
2. Conversion of Castle Rocks garage into primitive bunkhouse rental facility
3. City of Rocks General Management Planning
4. Zero-based budgeting
5. Castle Rocks pavilion design/development

#### Park Manager's Report

- Staff continues to work with University of Montana on a conifer encroachment monitoring study.
- Park Ranger assisted Fish and Game with a deer capture and tagging project at Castle Rocks in January; Park Manager is conducting a bird census for 2012 to confirm expected but undocumented species.
- Developed NPS Boundary Expansion Proposal and Justification for Directorates
- Park Ranger is working to enter all CIRO archeological sites into ASMIS database and has created records for 123 sites with site forms and maps.
- Spring special events are planned in detail: Wildflower Walks in May and Birding Big Day in June.

- Worked through lengthy permit application process for the regional event: Equestrian Endurance Ride scheduled for July 11-14 which is the second largest event this year for the Almo area.
- Developed Scope of Work for the Camp Rock visitor facility enhancement project, which will include organized parking, defined trail, road improvements, and the inclusion of other signature rocks into a California Trail historic site worthy of a 20-minute visitor stop.
- Preparations for Sage Lek Study are underway, and early morning surveys began in late March.

#### Marketing

- Communication, interpretation, and social interaction on Facebook are high.
- Met with Almo business manager Garrett Dewsnup to coordinate local marketing.

### **EAGLE ISLAND STATE PARK – GARY SHELLEY, PARK MANAGER**

#### Top Items at This Time

1. East Restroom is too small for the large groups using this side of the park because existing sewer line is not to code.
2. Two small picnic shelters were funded for smaller groups to utilize.
3. New park office remodel/addition plans have been drawn. Planning stages (pre bid, walk through, etc.) continued through the month of April.

#### Park Manager's Report

- The park participated in the first National First Day Hike on January 1, 2012, with approximately 200 attendees.
- Many group use permits have been processed for coming events this year and we are expecting more to come.
- We are fielding many reservation requests for the shelters and large event requests for the summer.
- New trail markers were installed in April to make the trails more clear and safe for visitors.
- The park's trails and disc golf course are clear and are used frequently with no major incidents or problems. Visitors consist mostly of disc golf course users, dog walkers and trainers, hikers, and horse riders.

#### Marketing

- During this off season we are considering more types of events to be held at the Park. We are also compiling a list of local businesses to approach for additional events.
- Met with Tropical Sno concessionaire to plan shack location during the summer and we are continuing to compile a list of local businesses to approach for additional events.
- We continue to update Facebook page and website.

### **HARRIMAN/HENRYS LAKE STATE PARK – KEITH HOBBS, PARK MANAGER**

#### Top Items at This Time

1. Conceptual planning began on the additional campground loop at Henrys Lake, in the hopes construction could begin in the spring of 2012.
2. Though a little later than other parks, the Ashton-Tetonia Trail received its own park logo for use in marketing efforts.
3. An agreement is near completion allowing IDPR and the Caribou-Targhee National Forest to jointly share cost of internet service at the Big Falls Inn at Mesa.

#### Park Manager's Report

##### **Harriman**

- Free Ski Day was offered to the public in January with approximately 350 people visiting the park. Free ski lessons were offered by the Idaho Falls Nordic Ski Patrol.

- Harriman staff attended a small informational conference on “Fat Bikes” in West Yellowstone, Montana. Fat Bikes are mountain bikes with oversized tires and are designed to be used upon Nordic ski trails. Use of the bikes is increasing and pressure for their use on existing snowmobile and Nordic ski trails will be as well.
- The “Harriman Hounds Trail” has proven to be very popular over the last two years with skiers, who are also pet owners. With US Forest Service consent, an additional small loop was added, expanding the park’s trail system.
- Discussions were held with Idaho State Homeland Security Office, FEMA officials, and IDPR Management Staff concerning a pending Hazard Fuels Reduction Grant for Harriman State Park. More data collection is required at this time to determine if the grant can be effectively carried out at the park.
- The park held its 4<sup>th</sup> Annual Ski-A-thon, attracting nearly 30 registered participants. A fund-raising effort for the park by the Friends of Harriman afterwards raised \$600 for future projects of the Friends group aimed at benefiting Harriman State Park.
- Discussions were held with staff of the Idaho Fish and Game to explore the possibility of installing a boot wash station at one of the park’s river access points. The boot wash stations will allow anglers to disinfect their boots prior to entering the river to prevent the introduction of exotic species.
- Final arrangements were made to have the dining facility log siding caulked in May to prevent bats from entering the walls.
- Harriman State Park was awarded a Community Achievement Award from the City of Island Park for providing outstanding recreational opportunities in the Island Park area.

#### **Henrys Lake**

- Henrys Lake is closed for the season but will open the Thursday before Memorial Day Weekend.
- The first stages of the design and development of the additional campground at Henrys Lake have started.

#### **Mesa Falls**

- On average, approximately 15–20 snowmobilers use the Big Falls Inn warming hut each Saturday and Sunday. It is now closed to prepare for summer use.

#### **Ashton-Tetonia Trail**

- Use of the trail during winter months is primarily limited to snowmobiles, especially on the southern end where grooming takes place.
- Work to re-assemble the Ashton Tetonia Trail Advisory Committee began with the development of an application form for potential members and a Memorandum of Agreement between IDPR and advisory committee members.
- Park staff coordinated with the IDPR Development Bureau to determine the best time for core samples of the Bitch Creek concrete pilings to be taken. During mid April, staff will assist engineer’s access the site and an assessment of the concrete will be made.

#### **Marketing**

- Conversion of the two bedrooms in the Cookhouse from storage to usable bedrooms continues. With the addition of these bedrooms, park staff will be able to provide a more marketable facility and increase park revenue. With its completion, Harriman will have 99 beds available.
- Park staff will continue to promote overnight price reductions in the park’s yurts through April, in an attempt to increase use during this traditionally very slow month.
- Park staff has started the initial work to develop handout information concerning the park’s unique facilities, targeting special event planners such as weddings, family reunions, and business/group retreats.

## **LAKE CASCADE STATE PARK – THERESA PERRY, PARK MANAGER**

### **Top Items at This Time**

1. Problems with the operation of the Poison Creek irrigation system continue. Information and field observations were submitted to the Development Bureau and contractors.
2. Shoreline erosion in several of the park's units continues to be a critical need. Contract engineers have developed and submitted bank stabilization for the Big Sage and Sage Bluff units. Funding for this project has not been secured.
3. It is necessary to develop a suitable dock anchoring system and possibly install a breakwater to protect the Sugarloaf handling docks.
4. A solution must be found for the Huckleberry retaining wall. This 666 foot log retaining wall has failed and now presents a safety hazard to the public. Removal of the wall is necessary; however, to prevent additional shoreline erosion and loss of valuable recreation space, an appropriate stabilization must occur.

### **Park Manager's Report**

- The newly renovated Poison Creek campground project did not allow for the expansion and resurfacing of the boat launch parking lot or the needed repairs to the ramp. Park staff completed and submitted a Waterways Improvement Fund grant for this work.
- Approximately 180 anglers participated in the Cascade Ice Cup in February.
- The Cascade Chamber of Commerce held its annual Winter Jamboree activities. Van Wyck, Blue Heron, and Sugarloaf were near capacity during these activities, which occurred during the President's Day holiday weekend.
- Park staff worked with the agency's reservation program manager to develop and submit guidelines for the use of a new electronic reservation tablet.

### **Marketing**

- The park needs to find a provider for firewood to meet this marketing strategy.
- The park continues to be a key player in the planning and implementing of the 4 Summit Challenge. A funding application to support the event was submitted. Time was dedicated to finding a method to minimize the impact the planned Hwy 55/Cascade road construction will have on the event. We are working with fellow 4 Summit team members, County Commissioners, and ITD to find a solution.
- Goal: "Seek Community Partnerships and Connect the Park to the Community." 1) Park staff began working with a community group to develop and produce a self-guided brochure for a community trail known as The Strand. The brochure will interpret the natural, historical, and cultural features of the area along the North Fork of the Payette. The park's Crown Point Trail will also be featured in the brochure to connect recreationist to the park's trail.

## **LAKE WALCOTT STATE PARK – TRAPPER RICHARDSON, PARK MANAGER**

### **Top Items at This Time**

1. Re-roofing the shelters.
2. Extend fence around old office and living compound.
3. Manager's Living Quarters
4. Historical CCC rock walls need extensive repair.

### **Park Manager's Report**

- Park Ranger instructed an ATV safety class in January.
- US Fish and Wildlife service is undergoing their CCC plan for the Minidoka refuge.
- Park Ranger held the charity Ice Bowl on February 18. We had 81 players and raised \$340 and 500 pounds food for the Salvation Army.
- Park Ranger is working on the Dam Disc Golf Tournament for second week in May.



- Most visitors have been disc golfers and fishermen who are frequenting the park on the better weather days.

#### Marketing

- Park Ranger has been working with Accurate Imprints and Hogeye on some possible retail items.
- We have been working with the organizers of a 5K and 10K Run to be held in May, and have been working on preparation for several disc golf events.

### **LAND OF THE YANKEE FORK STATE PARK – DAN SMITH, PARK MANAGER**

#### Top Items at This Time

1. Volunteer recruitment and host camp sites
2. Bayhorse infrastructure and Bayhorse building stabilization planning
3. Park seasonal and operating budget

#### Park Manager's Report

- Planning for Archeology Day on May 3.
- Sharon Ackers donated a handmade willow table to the artifacts.
- Darr Moon from Jordan Creek Mining, who has a claim near the dredge, is doing historic research on surrounding area mines.
- Continuation of the Bayhorse Mill and Skylark Trails project.
- Hired Darrel Hopkins as new Park Manager and his first day was April 10.
- Custer Motorway – Closed until snow melts.
- Custer – Closed until Memorial Day Weekend.
- Dredge - Closed until Memorial Day Weekend.
- Visitor Center – Open 10:00-4:00, Monday - Thursday through April 15. After April 15 hours are 9:00 to 5:00 seven days per week.

#### Marketing

- Brainstorming ideas to improve visitation and facility usage.
- Restocking of resale items in the bookstore.

### **LUCKY PEAK STATE PARK – GARY SHELLEY, PARK MANAGER; SURAT NICOL, ASSISTANT PARK MANAGER**

#### Top Items at This Time

1. Automatic irrigation system at Discovery is needed and on CIN list.
2. Bank erosion at Spring Shores being looked at by Development Bureau.
3. Spring Shores Master Plan is needed.
4. Buoy line at Spring Shores needs to be completely redone.

#### Park Manager's Report

- Polar Bear Challenge in January was a great success with 485 vehicles, over 300 participants, and a total of 1,768 people.
- Installed irrigation and planted trees between the parking lot and the road as a wildlife corridor for deer at Spring Shores.
- Campfire program for Timberline TREE Club and Campfire Connection in February had 45 participants and was another success.
- Attended a workshop dealing with the Boise River ecosystem. Over 30 agencies attended and discussed their relationship to the ecosystem, its value, and future impacts. This is part of a massive overall study on the Boise River Ecosystem.
- Spring Shores hosted Outside Day in March; attended by over 100 elementary students. Students participated in activities related to water.



- Organization meetings for Race to Robie Creek, Iron Man, Xterra Triathlon, Great Potato Marathon, and Spudman Triathlon.
- Obtained a permit to repair beach area at Discovery.

#### Marketing

- Still looking for a concessionaire at Sandy Point. Some interest has been shown with three people putting in bids.
- Concessionaire at Spring Shores is preparing for opening and a busy spring.

### **MASSACRE ROCKS STATE PARK – KEVIN LYNOTT, PARK MANAGER**

#### Top Items at This Time

1. Adequate operating, seasonal and capital improvement budgets.

#### Park Manager's Report

- Park staff began the process of rerouting a hiking trail that will result in an overall improvement of services in the coming summer. We have a volunteer group of youths who will cut a path along a side hill that will connect the two ends of the new trail. We are planning to dedicate more time, funds, and energy to improving our 8-miles of hiking trails once spring comes to the park.
- The WIF grant for a new dock string to replace the deteriorating wooden dock string was completed and submitted.
- With warmer temperatures and less precipitation, camping, hiking, and an increased number of bikers were all higher than in 2011.
- Disc golfers were using the disc golf course in March; fisherman also made a strong showing.
- By locating a new nine-hole disc golf course near the visitor center, we hope to encourage golfers to purchase disc golf supplies at our resale area.
- We have set June 16 as the date for a disc golf tournament to be held at the park. This first annual "Bring on the Heat" event should be a great event to allow out-of-the-area golfers to experience the "Ain't Your Momma's" disc golf course.

#### Marketing

- The first of two promotional projects got underway with a half-off camping promotion with three Bish's RV dealerships in the region. The promotion is a coupon given to individuals that purchase a new or used RV from the Twin Falls, Pocatello, or Idaho Falls Bish's RV dealerships. These coupons (one per customer) will allow for two nights camping at half price at Massacre Rocks State Park. We are working with another regional RV dealership as well. They should be ready to run with the promotion soon.

### **PONDEROSA STATE PARK – RICHARD TAPLIN, PARK MANAGER**

#### Top Items at This Time

1. University of Idaho future
2. Kokanee Cove long-term future/planning
3. Peninsula road issues – improving road to point, crack filling and chip sealing paved roads.
4. Paving new bike path around Visitor Center – needs funding.
5. Erosion control / bank stabilization park's lakefront

#### Park Manager's Report

- Met with Sheriff and Idaho State Patrol at a preliminary meeting on North Beach and 4<sup>th</sup> of July event.
- We have begun to teach a Master Naturalist session for local people interested in being naturalists in the area, held every Thursday afternoon.

- Blue Moon Outfitters opened for some daytime concessionaire work. The public seemed to like availability of food, and we are looking forward to implementing this concession full-time next winter.
- Trail grooming has ended for the season.

#### Marketing

- Worked on marketing with McPaws and held a dog/ski clinic at park and a dog skijoring event on March 10.
- Prepared a special use permit for a bird study in the park and received an interesting proposal from a local not-for-profit group and received a proposal from a local group for Kokanee Cove.
- Day time concession availability in winter began in March for one weekend. Looks like this may be a good opportunity for marketing next year in our Nordic program and may possibly expand into summer availability.

### **THOUSAND SPRINGS STATE PARK – DAVID LANDRUM, PARK MANAGER**

#### Top Items at This Time

1. Seasonal and full-time staffing
2. Seal coating roads and trails at Malad Gorge
3. Repair structures at Ritter Island (footbridge to water line, houses, barn, and sheds)
4. Painting structures at Ritter Island (Rock House, Rock Garage, Office, and Red House)

#### Park Manager's Report

- Ducks Unlimited end-of-season dinner was held in January at the Garden Center.
- Park staff has replaced all of the Nature Conservancy signs at Ritter with State Park boundaries signs.
- The Malad Lake is holding water all year for the first time in its three year existence.
- St. Patty's Day Fun Run at Malad Gorge was held in March with at least 400 people showing up for the event.
- Park Board Member Charles Correll visited on March 22.
- OHV safety course held on March 24; we certified one volunteer and two seasonal instructors.
- Fish and Game Open House concerning Billingsley Creek WMA held on March 28.
- Park getting lots of phone calls concerning the outcome of the Vardis Fisher property.
- Receiving bids for the painting of the out buildings at Ritter Island. (Rock house, rock garage, red house, and office)
- Disking of riding arena and improvements to fence, stalls, and doors at Billingsley Creek.

#### Marketing

- We worked with the Horse and Mule Farming Club along with the Old Time Tractor Club on a new special event to be held at Ritter Island in April.
- Also working with a local woman to hold Sunday socials this summer on Ritter Island. If it all comes together it could bring in \$400.00 a month.
- Staff has been working to fix/improve the riding arena and stalls. The arena is being used a lot lately and the large doors at each end have been repaired and open with ease now.
- We have sold more season passes up to this point of the year than we have in the past.

### **THREE ISLAND CROSSING STATE PARK – JOHN FRANK, PARK MANAGER**

#### Top Items at This Time

1. Working on irrigation filter and pump issues
2. Seasonal staffing issues
3. Three Island minor maintenance projects

4. The trail system within the park is in need of attention. We plan to address these issues in spring of 2012, or as monies dictate, with assistance from the Natural Resource Management Program.

#### Park Manager's Report

- The Western White Water boating group visited the park on two different weekends.
- The Manager and Assistant Manager met with representatives with Gateway West power project.
- Archeological findings have been surveyed near the original Oregon Trail river crossing.
- By mid-March the camping season began in earnest. Spring break for many schools began the last week of March with our weekends at three quarters full—including the cabins.
- On March 7 and 8, the Idaho Economic Community Review team held meetings at the visitor center and toured the park. The review team had many complimentary reviews for the park and agency regarding recreational opportunities in the park and area.
- The visitor center is open with hours from 9:00am to 4:00pm, Thursday through Sunday.
- The old office is under renovation.
- Boise State will be conducting archeological studies at Three Island for six weeks beginning in May.

#### Marketing

- Working with the boating program to install life jacket stations.
- The disc golf course will be completed by the end of April and a proposed tournament may be schedule in the fall. Resale items for disc golf will be available at the store.
- We are proposing an archery shoot in the park later in the fall.

#### **SOUTH REGION MAINTENANCE CREW – PAUL FAY, FOREMAN**

##### **BRUNEAU DUNES**

- The road to the parks equestrian parking area and primitive campsites was re-graded and leveled again after a seasons use.
- Completed installation of another overflow parking area at Broken Wheel campground. Replaced boardwalk at the day use area by the Big Dune. An additional ADA accessible path was added to bring this approach up to current codes. Another hardened approach using recycled asphalt was installed by the CXT bathroom at this day use area. A hardened pathway was installed by the cabins at the Eagle Cove campground. This pathway was re-graded to provide an accessible ADA approach to the ADA camper cabin at this campground.

##### **EAGLE ISLAND**

- March - Began reconstruction of the equestrian trail. This trail borders the eastern boundary of the park. The trail has continually been flooded out by irrigation. The region crew has built up the trail high enough to prevent this from happening again. We have also performed seasonal maintenance to the park's dirt roads and equestrian parking area.

##### **LUCKY PEAK – SANDY POINT**

- Removed a broken sewer line leading from the lower restroom by the beach and replaced it with a new PVC pipe. The pipe was replaced from the restroom to the vault, and then backfilled with existing material.
- In the interest of safety, the pea stone that surrounded shop maintenance area was removed and the substrate was re-graded to provide a solid walking surface for park employees.

##### **LUCKY PEAK STATE PARK, SPRING SHORES**

- Assisted park staff with repairs and retrofitting of hardware on the outer buoy line at the marina.

**THREE ISLAND STATE PARK**

- Cleaned up and re-graded the park road at the south side day use area across the Snake River from the park.

**THOUSAND SPRINGS STATE PARK**

- Culvert at the entrance of Bonnieview that passes across the entrance road was flowing through a rock layer below the culvert. The region's crew installed several layers of material and filter fabric to eliminate the leak. The road was inspected for any signs of weakness and found to be still solid and secure.

**THOUSAND SPRINGS MALAD GORGE**

- In conjunction with the department's ATV training program, we began construction of two berms at the park's ATV training area. The berms will be used to simulate a hill climbing exercise.

**RECREATION RESOURCES BUREAU QUARTERLY REPORT**  
**January, February, and March, 2012**

**RECREATION RESOURCES BUREAU – DAVID CLAYCOMB, BUREAU CHIEF**

**BOATING PROGRAM:**

The following is a list of activities that have been recently completed by the Boating Program. This is in addition to the routine tasks of answering questions from the general public and county marine deputies, grant administration, preparation for various training courses, attending county waterways committee meetings, attending user group meetings, and ordering of equipment and supplies.

- ✦ Staff has communicated to county law enforcement the reduced allocation of Coast Guard Funds and the impacts to all parties. Funding has steadily decreased the last couple of years, and this year's allocation is made worse due to the limited funding extension passed in Congress that only allows for a 75% allocation at this time.
- ✦ Staff is busy planning for the upcoming boating season including county grant management, budgeting, and marine law enforcement training. Boat safety classes are being taught all over the state by staff and/or local marine deputies.
- ✦ Staff participated in four major outreach events: the Spokane Boat Show; the Treasure Valley Boat Show; the Boat Wars Boat Show in Idaho Falls; and the Boise Sportsmen's Show in Boise.
- ✦ Staff has spent substantial time reaching out to users groups including several jet boat clubs and bass fishing organizations. Dave spent a weekend in late March with the Intermountain Jet Boat Association boating on stretches of the Snake River and talking with them about various issues.
- ✦ Staff attended the International Boating and Water Safety Summit in San Diego. In addition to specific paddle sports training, this safety summit offered the chance to get specific information on current boat safety issues as well as providing a means to interact with Idaho-approved boat safety course vendors and U.S. Coast Guard representatives.
- ✦ Staff is planning a large outreach event on May 19 at Lake Lowell to kickoff National Safe Boating Week. The highlight of the day will be at 11 a.m. when participants will set off inflatable life jackets in conjunction with other events around the country. Partners include the Canyon County Sheriff's Office, US Coast Guard Auxiliary, and the Intermountain Jet Boat Association. Other activities include interactive events for kids, vessel safety inspections and some basic on-the-water training for new boaters.

**OFF-HIGHWAY VEHICLE PROGRAM:**

The following is a list of activities that have been recently completed by the Motorized Trails Program Staff. This is in addition to the routine tasks of OHV education, trail maintenance, public outreach, and routine correspondence.

- ✦ Staff attended US Fish and Wildlife presentation regarding critical habitat designation for Selkirk Caribou at the Kootenai Valley Resource Initiative Meeting in Bonners Ferry.



- ✦ Staff held a public information meeting regarding the development of an OHV Safety Training Site at Farragut State Park.
- ✦ 440 students trained in avalanche awareness & snowmobile operator training this past winter.
- ✦ MOU's signed with Valley County and Idaho Falls Parks and Recreation for the construction of OHV Training sites.
- ✦ Park partner programs continue with OHV training sites operational at Eagle Island, Malad Gorge, Hells Gate, Lake Walcott and Priest Lake. Training site locations have been identified at Farragut, Bear Lake and Three Island with construction planned during the 2012 summer.
- ✦ Cooperative work with IDL continues regarding planning and implementation of an OHV management plan near Idaho City. This is the first of its kind in Idaho, and so far has been a successful endeavor.
- ✦ Appointed to and participating in Governor Otter's Sage Grouse Strategy Plan Process.
- ✦ Presented OHV laws at Idaho Law Seminar via invitation by U.S. Attorney's Office.

#### **NON-MOTORIZED TRAILS PROGRAM:**

The following is a list of activities that have been recently completed by the Non-Motorized Trails Program staff. This is in addition to the routine tasks of trail and yurt maintenance, public outreach, and routine correspondence.

- ✦ Approximately \$16,500 in mountain bike license plate income has been generated so far. We are making plans to distribute some of the funds this summer in coordination with RTP grants.
- ✦ Staff provided comments on numerous USFS and BLM travel plans and offered technical assistance to many agencies and clubs. Also attended numerous trail meetings.
- ✦ Solicited volunteers for summer maintenance on the Idaho State Centennial trail and Idaho City Area trail system. Working with the Idaho City Ranger District on implementation of a RTP signing grant. The entire 56 miles Idaho City Area trail network will be re-blazed (blue blazes) by USFS staff this summer.
- ✦ Staff promoted Idaho City Area yurt rentals by exhibiting at the Boise Sportsman show, speaking across southern Idaho, and writing articles that were published in local outdoor magazines. A new summer trails brochure is also currently being developed.
- ✦ Continue to work with Idaho Transportation Department and the Idaho City Ranger District on revising the cooperative agreement to plow the parking lots along Highway 21 and on a USFS special use permit for the backcountry yurt system.
- ✦ Staff developed a new yurt cancellation draft policy that will reduce the loss of income on short notice cancellations.
- ✦ All of the back country yurts will have solar powered lighting by the end of the summer. Nordic Voice, a local Nordic Ski Club donated the six solar panels which will power 2 lights in each yurt. As a test one of the systems was installed on the Stargaze yurt this winter and it received great reviews from users and staff.

### **STATE AND FEDERAL GRANTS:**

Following is a list of activities recently completed by the State and Federal Grants Staff. This is in addition to the routine grants administration tasks of project management, inspections, payments, technical assistance, and routine correspondence.

- ✦ 234 grant applications were received by January 27, 2012, which is slightly up from last year. Staff reviewed all applications for eligibility and sent packages to respective committee members to review before the grant rating meeting.
- ✦ Grant Manager continues to meet with the National Park Service and sponsors who are out of compliance with the Land & Water Conservation Fund (LWCF) to resolve conversion issues. In February we traveled up north to meet with both the City of Kellogg and the City of Coeur d'Alene.
- ✦ Gloria Shinn, Project Manager for the National Park Service, retired in December 2011 and the new LWCF Project Manager is Martha Droge.
- ✦ Staff scheduled and conducted annual grant advisory committee rating meetings in Boise March 12-15, 2012. The results will be presented at the May Board meeting.
- ✦ Grant Manager attended the Good Sam's "Spring Fling" in Jerome in April to recruit for open RV Advisory Committee positions. Open positions for all programs will also be announced at the May Board meeting.
- ✦ Staff began contacting sponsors to finalize projects and close encumbrances for the end of the fiscal year process.

### **OUTDOOR RECREATION ANALYST:**

The following is a list of activities that have been recently completed by the Outdoor Recreation Analyst. This is in addition to the routine tasks of preparing responses to land and water management activities from federal agencies and maintaining the Idaho Trails Web Application.

- ✦ Staff made comments on numerous proposed actions. A total of 25 responses were sent out. Projects ranged from a Watershed Restoration Projects to Trail Construction projects and Prescribed Burning Projects.
- ✦ Staff prepared an appeal for the Clearwater Travel Plan Decision. The appeal was successful in getting two trails opened back up to motorcyclists. Further information is included as a board agenda item.
- ✦ Staff gathered and edited GIS data for the Idaho Trails Application. The new U.S. Forest Service Motor Vehicle Use Maps are coming out. We are using this information to keep route designations up to date on the Idaho Trails Application.
- ✦ Staff updated the IDPR Managed and Leased Lands Booklet. A one-acre parcel was added to Round Lake S.P. This update was prepared in order to comply with a GIS information request on our land holdings (two different agencies and organizations)
- ✦ Staff submitted initial comments on the Yellowstone Winter Use Plan. We are pushing to get non-commercial use included into a broader range of alternatives.
- ✦ Staff met with Tetra Tech and BLM to discuss the Gateway West Project. The BLM will do additional visual analysis points at Bruneau Dunes State Park. The proposed power line goes around the park, but may be visible in some portions of the park.
- ✦ Staff investigated existing GIS datasets for a possible winter trails mapping application. Line data does exist, but extensive table editing will need to be accomplished in order to get this project done.

Over the last few years, use of Stand Up Paddleboards (SUPs) has exploded in Idaho (as well as the entire nation). SUPs are inexpensive when compared to other vessels. Typically they run from \$500 - \$1,500 which is one of the reasons they are gaining in popularity. Other reasons include the fact that they are easy to use, promote a healthy lifestyle, and can be used on both lakes and fast moving rivers with rapids. SUPs can be a rigid hard shell or inflatable. Organized races are held in many states. Some SUPs have even been modified for fishing.

In 2008 the U.S. Coast Guard determined that SUPs are vessels when used beyond the narrow limits of a swimming, surfing or bathing area. Since SUPs have been determined by the U.S Coast Guard to be vessels, operators are required to comply with federal and state equipment carriage requirements and navigation rules.

IDPR Boating Program staff has been proactive and has been providing SUP information to county marine deputies on regular basis. In November 2011, a local outdoor rental business gave a formal presentation to county marine deputies at the annual Marine Advisory Committee (MAC) meeting in Boise. Just recently informational letters have been sent to retail businesses and rental operation to educate them on Idaho laws. Rental operations have opened in many areas of the state and SUPs can now be bought at most outdoors shops and other big box retailers like Costco and Wal-Mart.

To comply with Idaho boating laws, SUPs operators must have a U.S. Coast Guard approved life jacket, sound producing device (whistle) and Idaho Invasive Species Sticker. Steve Strack has determined that all SUPS, both rigid and inflatable, need the sticker. As far as life jackets, operators can wear the life jacket or have it readily accessible by having it attached with Velcro. SUPs have been added to the boating program Paddle Sports boat safety class.

SUPs have a Hawaiian heritage. In the early 1960s, surfing instructors on Waikiki would stand on their long boards, and paddle out with outrigger paddles to manage and take pictures of the tourists learning to surf.

Another reason for the rise in popularity of stand up paddle boarding is that, unlike surfing, paddle boarding is very easy to learn. Within one hour you can become comfortable in the water and on your board. The sport benefits athletes with a strong 'core' workout and is being used for fitness/social group/family activity with the kids.

Here is a picture of users on SUPs taken last spring at Barber Park (Boise River):



## **RESERVATION PROGRAM QUARTERLY REPORT**

### **January – February - March 2012**

#### **RESERVATION PROGRAM – TAMMY KOLSKY**

##### **Mission**

The Reservation program's scope of responsibility includes oversight of IDPR's public camping resources, the Agency's statewide retail sales, and the management of the flow of revenue from all field locations and most other revenue sources (with the exception of the Recreation Registration Program and any Federal or grant funding sources). The Reservation Program is responsible for all policies and procedures as they relate to the camping public's interaction with IDPR campsites and facilities.

##### **Program Manager's Report**

Program Manager has been assigned as the co-project manager for the Idaho State Parks Passport Program and has spent the last quarter actively working on that project.

Areas of Project emphasis for the last quarter have been:

- Legislation
- Supporting Rule Changes
- ITD programming
- Marketing
- DMV staff education
- Current park user education
- Field staff education
- MOU development with ITD and Department of Commerce
- Reviewing reservation software and vendor capabilities for the programs integration with RA.

Program staff emphasis over the past three months has been on the following:

- Preparing to Pilot the use of tablets for reservation and first come first serve guests in remote campgrounds. The pilot park for this project will be Lake Cascade.
- Preparing for annual spring training of field staff.
- Preparing for the relocation of the Reservation Program from McCall to HQ (nice windows).
- Reviewing and testing new software releases for enhancements for IDPR. This effort has been for two major releases the last of which will occur April 18<sup>th</sup>.
- Regular attendance in Region, Operations, Revenue Processing and Executive staff meetings.
- Providing day to day support for external and internal customers for both IDPR and Montana FWP.
- Ongoing updating the IDPR reservation booking site campsite and facility photos.
- Reviewing call center policies and agent scripting for both IDPR and Montana FWP.
- Monitored call center reservation calls for adherence to IDPR and Montana FWP policy and reservation quality on a regular basis.
- Ongoing refund management in the system for the following:
  - Ensured amounts to be refunded were valid
  - Processed credit card refunds for the call center

- Submitted all check refunds to fiscal staff for State-issued warrant processing
  - Posted all check refunds with warrant number and date created information into the reservation system.
- Oversaw customer voucher program to ensure that it was being used for its intended purpose.
- Have implemented account coding into the application that will allow for the expiry of vouchers. This will allow IDPR to move the revenue associated with vouchers from liability to revenue.

#### Retail Management

- Monitoring the store database software to ensure policies and procedures put into place are being followed; and that the integrity of the data regarding IDPR retail inventory is accurate. The data integrity is critical in that this is the tool that IDPR uses to:
  - Report an accurate inventory at the agency level on June 30 of each year for the State of Idaho Consolidated Audited Financial Report (CAFR)
  - Determine the value of resale items at all locations for insurance purposes
  - Provide the ability to calculate “inventory shrinkage” (loss, damage, theft, etc.) by site and item
  - Provide the ability to calculate turnover rates on retail items by site, by item, in order to increase net revenue across the agency
- Providing day to day management of entering all new store items for field staff.



## **Reservation Activity Report FY 2012 3rd Quarter**

This report provides summary detail on reservation transactions, and site and facility (yurts, cabins and other structures) occupancy.

### **Reservation Tracking**

*The tracking and trending of reservation data is best accomplished by looking at activity from multiple perspectives and timeframes. Proper analysis of this type of data requires understanding of the following elements:*

- *Reservation Windows*
  - *How far in advance customers can book*
  - *How close to arrival date customers can book*
- *Booking Patterns*
  - *How far in advance do customers actually book*
  - *What effect location has on advance bookings*
- *Inventory turnover*
  - *What percent of reservations made are ultimately cancelled*
- *Any external factors that may have impacted bookings*

The data presented in this report is for the third quarter (January - March) FY 2012 the data reported is on active non-cancelled transactions and includes a comparison for the last six year's active non-cancelled reservations for trending purposes.

For this quarter reservation processing increased by 90 reservations with 8,018 reservations processed during the quarter. This represents a 1.12% increase from 2011 in which 7,928 reservations were processed.

Reservations processed within the quarter booked 25,570 nights.

The Internet sales channel activity represented 76% of the total reservations booked.

As the following chart illustrates The numbers of reservations processed this quarter are on track with what we have historically processed, and as the majority of the reservations processed this past quarter are for stays this upcoming camping season this would indicate that this season is looking favorable for occupancy.



Year	Reservations	% of Change
2007	6,059	
2008	6,790	12.06%
2009	6,175	-9.06%
2010	8,076	30.79%
2011	7,928	-1.83%
2012	8,018	1.14%

## Site and Facility Occupancy

*Occupancy information can be a valuable tool for marketing. It assists in better understanding park capacities and additional facility needs. By monitoring occupancy and site type usage patterns, IDPR can better understand and demonstrate the agency's development needs as well as identify any new marketing potential.*

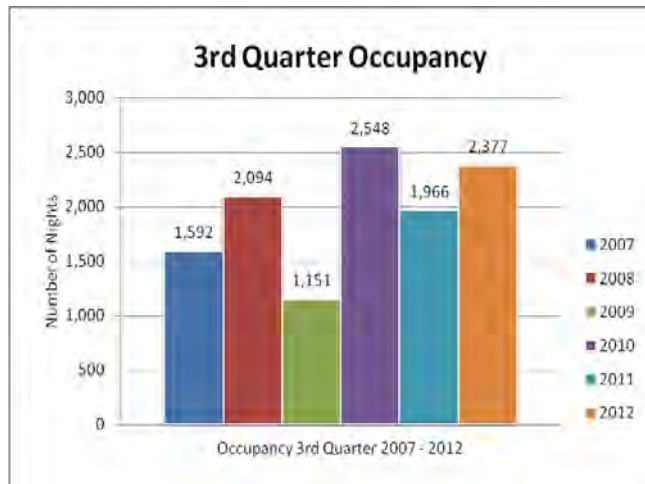
*The tracking and trending of occupancy is best accomplished by looking at activity from multiple perspectives and timeframes. Proper analysis of this type of data requires understanding of the following elements:*

- *Reservation Windows*
  - *How far in advance customers can book*
  - *How close to arrival customers can book*
- *Booking Patterns*
  - *How far in advance do customers actually book*
  - *What effect location has on advance bookings*
- *Any external factors that may have impacted bookings, such as*
  - *Weather*
  - *Fire*
  - *Road Conditions*

The data contained in this section looks at occupancy for third quarter FY12 (January - March) It includes information on what percent of occupancy the nights stayed represent by park and by site type. Finally, comparisons are provided for the past six years for trending purposes.

Forty four (44) % of occupancy for the quarter was from reservations. The remaining fifty six (56) % was the result of walk-ins (first come first serve) camping. First come first serve occupancy is always higher for this quarter as the majority of the quarter is outside all parks reservation windows.

This past quarter occupancy increased from 2011 by 411 nights with 2,377 nights stayed. This represents a 20.9% increase from 2011 which had 1,966 nights camped during the quarter.



Year	Nights	% of Change
2007	1,592	
2008	2,094	31.53%
2009	1,151	-45.03%
2010	2,548	121.37%
2011	1,966	-22.84%
2012	2,377	20.91%

Occupancy for the past three quarters of this fiscal year is overall trending up as the following table demonstrates.

FY12 Occupancy by Quarter	Change in Nights	Percent of Change
1 <sup>st</sup>	4,197	5.02%
2 <sup>nd</sup>	-2	-.03%
3 <sup>rd</sup>	411	20.9%

## Occupancy Report - by Site Type

Start Date

01/01/12

End Date

03/31/12

Days in Period

**91**

Report Type: Summary

Reservation Type: All

Report By: Site Type

Include Sites: All

Location / Site Type	Total Sites	Available Sites	Occupied Nights	% Occupied	# of People
<b>EAST REGION</b>					
<u>BEAR LAKE</u>					
Campsite Serviced /E	20	20	0	0.00%	0
Campsite Standard	27	27	0	0.00%	0
Group Camp	3	3	0	0.00%	0
Total BEAR LAKE:	<b>50</b>	<b>50</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>
<u>CASTLE ROCKS</u>					
Cabin Deluxe	1	1	11	12.09%	30
Yurt Standard	2	2	26	14.29%	74
Campsite Serviced /W/E	38	38	35	1.01%	60
Campsite Serviced /W/E/SWR	2	2	0	0.00%	0
Total CASTLE ROCKS:	<b>43</b>	<b>43</b>	<b>72</b>	<b>1.84%</b>	<b>164</b>
<u>CITY OF ROCKS NATIONAL RESERVE</u>					
Campsite Standard	64	64	70	1.20%	107
Group Camp	3	3	0	0.00%	0
Total CITY OF ROCKS NATIONAL RESERVE:	<b>67</b>	<b>67</b>	<b>70</b>	<b>1.15%</b>	<b>107</b>
<u>HARRIMAN</u>					
Lodge Rooms	10	10	0	0.00%	0
House	4	4	97	26.65%	354
Yurt Standard	2	2	107	58.79%	271
Total HARRIMAN:	<b>16</b>	<b>16</b>	<b>204</b>	<b>14.01%</b>	<b>625</b>



## Occupancy Report - by Site Type

Start Date

01/01/12

End Date

03/31/12

Days in Period

**91**

Report Type: Summary

Reservation Type: All

Report By: Site Type

Include Sites: All

Location / Site Type	Total Sites	Available Sites	Occupied Nights	% Occupied	# of People
<u>HENRYS LAKE:</u>					
Cabin Camper	3	3	0	0.00%	0
Campsite Serviced /E	18	18	0	0.00%	0
Campsite Serviced /W/E	25	25	0	0.00%	0
Total HENRYS LAKE:	<b>46</b>	<b>46</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>
<u>LAKE WALCOTT</u>					
Cabin Camper	2	2	4	2.20%	11
Campsite Primitive	18	18	11	0.67%	31
Campsite Serviced /W/E	22	22	30	1.50%	30
Campsite Serviced /W/E/SWR	1	1	35	38.46%	35
Total LAKE WALCOTT:	<b>43</b>	<b>43</b>	<b>80</b>	<b>2.04%</b>	<b>107</b>
<u>MASSACRE ROCKS</u>					
Cabin Camper	4	4	9	2.47%	37
Campsite Serviced /W/E	42	42	51	1.33%	104
Total MASSACRE ROCKS:	<b>46</b>	<b>46</b>	<b>60</b>	<b>1.43%</b>	<b>141</b>
Total EAST REGION:	<b>311</b>	<b>311</b>	<b>486</b>	<b>1.72%</b>	<b>1,144</b>

## Occupancy Report - by Site Type

Start Date

01/01/12

End Date

03/31/12

Days in Period

**91**

Report Type: Summary

Reservation Type: All

Report By: Site Type

Include Sites: All

Location / Site Type	Total Sites	Available Sites	Occupied Nights	% Occupied	# of People
<b>NORTH REGION</b>					

### DWORSHAK

Cabin Camper	4	4	0	0.00%	0
Campsite Primitive	8	8	0	0.00%	0
Campsite Serviced /E	12	12	0	0.00%	0
Campsite Serviced /W/E	46	46	0	0.00%	0
Campsite Standard	46	46	0	0.00%	0
Group Camp	3	3	0	0.00%	0
Group Lodging	1	1	0	0.00%	0
Total DWORSHAK:	<b>120</b>	<b>120</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>

### FARRAGUT

Cabin Camper	10	10	15	1.65%	34
Campsite Primitive	175	175	0	0.00%	0
Campsite Serviced /W/E	140	140	62	0.49%	110
Campsite Standard	137	143	20	0.15%	35
Companion Campsite Serviced /W/E (2 hkp)	16	16	5	0.34%	25
Companion Campsite Standard	6	6	0	0.00%	0
Group Camp	9	9	0	0.00%	0
Total FARRAGUT:	<b>493</b>	<b>499</b>	<b>102</b>	<b>0.22%</b>	<b>204</b>

## Occupancy Report - by Site Type

Start Date

01/01/12

End Date

03/31/12

Days in Period

**91**

Report Type: Summary

Reservation Type: All

Report By: Site Type

Include Sites: All

Location / Site Type	Total Sites	Available Sites	Occupied Nights	% Occupied	# of People
<u>HELLS GATE</u>					
Cabin Camper	8	8	32	4.40%	85
Campsite Serviced /W/E	53	53	108	2.24%	138
Campsite Serviced /W/E/SWR	9	9	53	6.47%	51
Campsite Standard	28	28	0	0.00%	0
Total HELLS GATE:	<b>98</b>	<b>98</b>	<b>193</b>	<b>2.16%</b>	<b>274</b>
<u>HEYBURN</u>					
Cabin Camper	2	2	20	10.99%	25
Campsite Serviced /W/E	40	40	0	0.00%	0
Campsite Serviced /W/E/SWR	17	17	0	0.00%	0
Campsite Standard	71	71	0	0.00%	0
Cottage	3	3	18	6.59%	22
Total HEYBURN:	<b>133</b>	<b>133</b>	<b>38</b>	<b>0.31%</b>	<b>47</b>
<u>PRIEST LAKE</u>					
Cabin Camper	5	5	13	2.86%	17
Campsite Serviced /W/E	62	62	0	0.00%	0
Campsite Serviced /W/E/SWR	23	23	2	0.10%	5
Campsite Standard	78	78	1	0.01%	6
Group Lodging	1	1	0	0.00%	0
Total PRIEST LAKE:	<b>169</b>	<b>169</b>	<b>16</b>	<b>0.10%</b>	<b>28</b>

## Occupancy Report - by Site Type

Start Date

01/01/12

End Date

03/31/12

Days in Period

**91**

Report Type: Summary

Reservation Type: All

Report By: Site Type

Include Sites: All

Location / Site Type	Total Sites	Available Sites	Occupied Nights	% Occupied	# of People
<u>ROUND LAKE</u>					
Campsite Serviced /W/E	5	5	11	2.42%	23
Campsite Standard	46	46	1	0.02%	7
Total ROUND LAKE:	<b>51</b>	<b>51</b>	<b>12</b>	<b>0.26%</b>	<b>30</b>
<u>WINCHESTER LAKE</u>					
Campsite Serviced /W/E	42	42	0	0.00%	0
Campsite Standard	22	22	3	0.15%	4
Companion Campsite Serviced /W/E	2	2	0	0.00%	0
Yurt Deluxe	1	1	17	18.68%	27
Yurt Premium	1	1	5	5.49%	9
Yurt Standard	2	2	13	7.14%	30
Total WINCHESTER LAKE:	<b>70</b>	<b>70</b>	<b>38</b>	<b>0.60%</b>	<b>70</b>
Total NORTH REGION:	<b>1,134</b>	<b>1,140</b>	<b>399</b>	<b>0.38%</b>	<b>653</b>

## Occupancy Report - by Site Type

Start Date

01/01/12

End Date

03/31/12

Days in Period

91

Report Type: Summary

Reservation Type: All

Report By: Site Type

Include Sites: All

Location / Site Type	Total Sites	Available Sites	Occupied Nights	% Occupied	# of People
<b>SOUTH REGION</b>					
<u>BRUNEAU DUNES</u>					
Cabin Camper	2	2	37	20.33%	88
Campsite Serviced /W/E	81	81	445	6.04%	839
Campsite Standard	27	27	59	2.40%	154
Group Camp	5	5	21	4.62%	56
Total BRUNEAU DUNES:	<b>115</b>	<b>115</b>	<b>562</b>	<b>5.37%</b>	<b>1,137</b>
<u>IDAHO CITY YURTS</u>					
Yurt Back Country	6	6	425	77.84%	1,158
Total IDAHO CITY YURTS:	<b>6</b>	<b>6</b>	<b>425</b>	<b>77.84%</b>	<b>1,158</b>
<u>LAKE CASCADE</u>					
Campsite Primitive	37	37	0	0.00%	0
Campsite Serviced /W/E	16	16	0	0.00%	0
Campsite Serviced /W/E/SWR	36	36	2	0.06%	8
Campsite Serviced /W	20	20	0	0.00%	0
Campsite Standard	165	165	4	0.03%	16
Companion Campsite Serviced /W/E (2 hkp)	5	5	0	0.00%	0
Companion Campsite Serviced /W	4	4	0	0.00%	0
Companion Campsite Standard	11	11	0	0.00%	0
Group Camp	1	1	0	0.00%	0
Yurt Group	1	1	13	14.29%	268
Total LAKE CASCADE:	<b>296</b>	<b>296</b>	<b>19</b>	<b>0.07%</b>	<b>292</b>



## Occupancy Report - by Site Type

Start Date

01/01/12

End Date

03/31/12

Days in Period

**91**

Report Type: Summary

Reservation Type: All

Report By: Site Type

Include Sites: All

Location / Site Type	Total Sites	Available Sites	Occupied Nights	% Occupied	# of People
<u>PONDEROSA</u>					
Cabin Camper	1	1	0	0.00%	0
Cabin Deluxe	5	5	118	25.93%	247
Campsite Serviced /W/E	90	90	0	0.00%	0
Campsite Serviced /W/E/SWR	41	41	0	0.00%	0
Campsite Standard	22	22	0	0.00%	0
Companion Campsite Serviced /W/E (2 hkp)	23	23	0	0.00%	0
Companion Campsite Serviced /W/E/SWR	10	10	0	0.00%	0
Total PONDEROSA:	<b>192</b>	<b>192</b>	<b>118</b>	<b>0.68%</b>	<b>247</b>
<u>THREE ISLAND CROSSING</u>					
Cabin Camper	8	8	24	3.30%	45
Campsite Serviced /W/E	63	63	321	5.60%	421
Campsite Serviced /W/E/SWR	1	1	0	0.00%	0
Companion Campsite Serviced /W/E (2 hkp)	18	18	23	1.40%	59
Total THREE ISLAND CROSSING:	<b>90</b>	<b>90</b>	<b>368</b>	<b>4.49%</b>	<b>525</b>
Total SOUTH REGION:	<b>699</b>	<b>699</b>	<b>1,492</b>	<b>2.35%</b>	<b>3,359</b>
Total ALL STATE PARKS:	<b>2,144</b>	<b>2,150</b>	<b>2,377</b>	<b>1.21%</b>	<b>5,156</b>

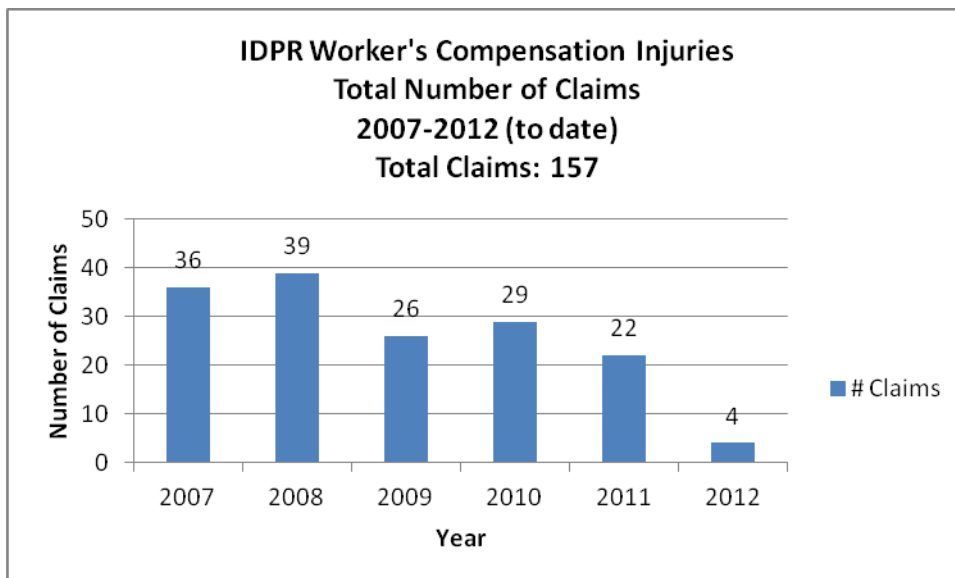
## HUMAN RESOURCE REPORT

### May 2012

**HR Unit's Mission:** IDPR's human resources program strives to provide the best in human resource management by recruiting highly qualified candidates as well as diverse and motivated volunteer candidates and works to maintain a work environment that is safe, respectful of each individual and clear in expectations.

#### **HUMAN RESOURCES: Betsy Johnson, Human Resource Officer**

- Assisted management with several personnel/legal actions and needs for staff support.
- Assisted management with interviews for vacant positions.
- Serve on the statewide Idaho Benefits Advisory Committee.
- Assisting Director with recruitment for Deputy Director position.
- Assisting Director, Deputy Director and Fiscal Officer to implement zero-based budgeting.
- Continue to update HR policies.
- Manage the Department's Random Drug Test program.
- Monitor Worker's Compensation claims and provide coordination among employees, management, and State Insurance Fund for progress and return to work information. Provide agency update on Worker's Comp and general safety information at region meetings and Director's newsletter.
- Serve as the administrator and help desk support for the Incident Reporting System (IRS).
- Continue to manage the Workplace Safety Team including the Deputy Director, Region Managers, Recreation Bureau Chief, Fiscal Officer and Human Resources Officer. Implementing direction and infrastructure established by original Safety Committee, including policy revision, local Safety representatives in each park and program, Worker Comp and Incident Report monitoring, regular training and information dissemination.
- Worker's Compensation Data for 2007-2012:



		Total Losses			
	Claims Count	Total Compensation	Total Medical	*Total Losses	# Current Open Claims
2007	36	\$38,201	\$85,852	\$124,053	
2008	39	\$136,774	\$145,920	\$282,694	
2009	26	\$60,113	\$145,019	\$205,132	
2010	29	\$22,290	\$102,627	\$124,917	
2011	22	\$20,487	\$125,513	\$146,000	11

\*Total Losses figures do not include reserves which are costs set aside for ongoing claims.

### **PAYROLL & RECRUITMENT: Denice Gardner, Personnel Technician**

- Maintain payroll and benefit services for all employees, process new hires and separations as well as any demographic changes throughout the year.
- Continue to provide information to management and staff concerning budget, work hours, salaries, etc.
- Coordinate the recruitment process and assist with interviews, reference checks and new hire processes.
- Hires during the last three months:

#### **North Region**

- ❖ Winchester, Ranger – Frank Cirimele, hired from seasonal position to classified to replace Jonathan Schmidt who resigned in October 2011
- ❖ Hells Gate, Ranger – Nathan Blackburn, hired from seasonal position to classified to replace Michael Clough who resigned December 2011
- ❖ Hells Gate, Asst. Manager – Jeff Smith, promotion from Ranger to replace Roger Dailey who resigned in December 2011

#### **South Region**

- ❖ Land of the Yankee Fork, Manager – Darryl Hopkins, new hire to replace Dan Smith who resigned this month
- ❖ Bruneau, Ranger – Bart Gutke, new hire to replace Aaron Soggs who resigned in March

- Current Vacancies:

#### **Headquarters**

- ❖ Deputy Director – David Ricks, retirement in May; recruiting for replacement until April 27<sup>th</sup>.
- ❖ Office Specialist 1 – Registration – Carol Goldsmith transferred to another agency in August 2011, no action to date on vacant position.

#### **North Region**

- ❖ Dworshak, Ranger – Jeff Smith, promoted to Hells Gate Asst. Manager

#### **South Region**

- ❖ Lake Cascade, Ranger – Troy Hensiek resigned in April

### **VOLUNTEER PROGRAM: Kathryn Hampton, Volunteer Services Coordinator**

- Currently IDPR parks & programs have enrolled 519 individual volunteers and groups for 2012

- 200 Background Checks conducted on seasonal employees and volunteers
- Processed 231 volunteer applications and over 300 seasonal applications
- Seasonal recruitment sources include:
  - IDPR website
  - Tribe contacts
  - College and university contacts
- Developed and distributed volunteer orientation tools and volunteer program management tools to all parks and programs
- IDPR Volunteer Management Team discussing strategic direction for volunteer program:
  - Developing a pilot program to increase revenue by adding volunteer staff at 2 park entrance kiosks (Old Mission and Lake Cascade) for extended hour coverage to collect fees.
  - Developing a cost/benefit analysis of all volunteer programs throughout our system.
- IDPR Volunteer Services Coordinator continues to serve on the national board of directors for the Association of Leaders in Volunteer Engagement (AL!VE)
- Member of the Leadership Team for the SouthWest Idaho Directors of Volunteer Services (SWIDOVS)
- Assisted the State and Federal Aid section with the RV grant recipient selection process
- Facilitated New Employee Orientation for 20 employees in April
- Participated in IDPR Passport program training.

## **Communications / Marketing**

May, 2012 Board Report

### **Accomplishments / Tasks Underway**

#### **□ Marketing / Advertising**

- The Communication Program is synthesizing reports and working with parks on 2012 action plans to keep efforts going, ensure marketing elements are priorities within budget requests and CIN lists and included in budget requests
- Marketing program budget needs will be dictated by priority, high-yield revenue generating projects within select parks and agency initiative projects. This will allow the Communications Program to assist parks in meeting their marketing and revenue generating goals.
  - Examples might include providing start-up funding for small lake or beachside retail programs, funding for presence at regional trade shows, ad placement or printed promotional materials.

#### **□ Idaho State Park Passport**

- Marketing plan complete and in implementation stage (see provided binder)
- Collateral created
- Working on media buys / production of television commercial
- Training underway to prepare staff to implement Phase I of the Passport Marketing Plan: current customer education / awareness
- Sent park staff that were in Boise for training home with collateral needed to share message with current customers
- Phase II of marketing plan – soliciting new customers to begin in fall, with major DMV office presence, direct mail and PR efforts.
- DMV training underway – promotional information ordering portal established for DMV use. Have already received orders
- Print coverage and response has been amazing.
- County DMV locations have asked to insert promotional fliers into 2012 registration renewal. Great, unexpected, awareness building tool!

#### **□ Idaho Youth Ambassador Program**

- Kathryn Hampton has taken over the Volunteer
- Will tie into National “America’s State Parks” effort
- Individual selected has experience from WY
- Will equip with still and video equipment and post to website and social media outlets

#### **□ Branding**

- All parks and programs have new, Ward Hooper designed logos
- Logo use guidelines complete and implemented
- New agency logo selected and transition process underway
- Parks encouraged to purchase branded merchandise to sell within retail program
- Website includes all new park and program brands



- ❑ **Social Media**
  - All parks and program Facebook pages are up and running and will feed directly into the new agency website, providing an opportunity for staff to communicate current activities and conditions in real-time
  - Facebook managers have been identified within each park and program, with guidelines and expectations provided for use
  - Spring conference call scheduled with managers to discuss strategies ongoing
- ❑ **Idaho Parks and Recreation “Welcome Kits” (All agency informational guide)**
  - 2012/2013 Guide complete and sent to printer
  - DMV offices are encouraged to provide a “Welcome Kit” to those that purchase an Idaho State Parks Passport
  - Unfortunately, fewer will be printed this year due to lack of advertising to back production
- ❑ **OHV Outreach “Stay on Trails” Campaign**
  - [www.idaho-ohv.org](http://www.idaho-ohv.org)
    - Application for RTP funding to continue efforts submitted.
    - Spring campaign will began in April/May.
    - Focus is on youth wearing helmets and [trails.idaho.gov](http://trails.idaho.gov), encouraging compliance of staying on trails by providing easier access to trail maps.
- ❑ **Website Overhaul**
  - New site navigation and design centers around customer need and functionality, taking new business-minded operational philosophy into consideration.
    - Google Analytics provided stats to assist in making design and layout decisions conducive with how are customers interact with our current website.
  - Website near completion
  - Work begins on content and page population
  - Possible launch in May
  - Real-time feeds from park and program social media outlets
- ❑ **Retail Program Enhancements, Policies and “Buy Idaho” Program**
  - Still underway as retail areas receive a facelift
  - Which items will assist with meeting parks revenue generating goals? Decisions underway.
- ❑ **Miscellaneous**
  - Agency newsletter will still be sent four times a year.
  - Continue to handle all agency-related information requests (public information act) and serve as primary media contact
  - Misc. website modifications
  - Misc. agency news releases, web postings
  - Continue to handle special projects as assigned – presentations, talking point needs, speeches, graphics, website updates

## **Comprehensive Planning**

### **SCORTP/NARRP**

Rick and Connie participated in the 32<sup>nd</sup> Annual National Association of Recreation Resource Planners meeting in April. Rick was co-chair of the conference and chaired the program committee. Connie facilitated a session on SCORP. Both participated in the first national training on SCORP in at least 10 years. Rick is finishing up Idaho's plan this year, and Connie will be transitioning into the role of SCORP planner.

### **Passport Project**

Tammy Kolsky and Rick Just are co-chairing the Parks Passport Project. The Board will receive a separate report. Both Connie and Rick, with help from David White, have been training DMV staff statewide. Connie has three sessions in Southeast Idaho the week the Board meets. Training will conclude in mid-May.

### **ICORT**

Rick is representing the agency at the Idaho Conference on Recreation and Tourism, which is taking place the same time as the Board meeting. He will be introducing the concept of the Parks Perks program to participants and welcoming them on behalf of the director.

### **Newsletter**

Connie is taking over the internal agency newsletter. She is well known for her editing skills and as a 30-year employee of the agency knows it well.

# **Analysis of the 2011 Idaho Outdoor Recreation Survey**

The 2011 Idaho Outdoor Recreation Survey was conducted between October 19 and October 24, 2011 primarily to determine the top issues and opportunities in Idaho for this planning process. Four hundred eighty-eight Idahoans 18 and over responded to the electronic survey, enough to give us a 95 percent confidence level in the results with a confidence interval of plus or minus five percent.

## **Issues and Opportunities**

IDPR conducted surveys in 2002, 2004 and now in 2011 to determine what the most important outdoor recreation issues and opportunities are in Idaho. In all three surveys, “Protecting Water Quality” came out on top. While there did not seem to be a particular statewide issue with water quality that was in the news, Idahoans have made it very clear that this is an ongoing concern that deserves the vigilance of local, state and federal agencies.

In the 2002 and 2004 surveys “Protecting Existing Access to Public Lands” ranked second. Indications from the 2010 SWOT analysis with Idaho opinion leaders were that this issue was still of great concern. However, we felt the way the statement was worded was simply too broad. It was an apple-pie-and-motherhood question that was bound to get broad support. This time we decided to break the question into various components to make it more representative of people’s desires and more useful to agency planners. We asked about protecting non-motorized public access and motorized public access. Additionally we asked the public to tell us the importance of providing additional trail access for hiking, biking, snowmobiles, ATVs, motorbikes, cross-country skiers and equestrians. We also asked the importance of expanding recreation access to water.

Predictably, the importance given to such access was roughly proportional to the percentage of the population participating in related recreational activities. Though not a startling conclusion, it was important to differentiate between recreational activities to avoid the temptation of using the broader conclusion that “access” was the number two issue to promote a particular type of access that in reality had much narrower support from the general public.

Splitting “access” into sub-categories resulted in a new number two, i.e., “Ensuring motorized vehicles stay on trails and roads.” Seventy-nine percent of respondents rated that issue as important or very important. Awareness of the issue in recent years has been heightened by the Stay on Trails Campaign sponsored by the Idaho Interagency OHV Coordinating Committee (IICC), composed of state and federal resource management agencies responsible for some aspect of OHV recreation or access. Billboards, radio announcements, a website, social media, television and search engine marketing effectively got the word out, raising the visibility of the issue.

The public seems very supportive of education efforts, with five of the top 15 items having an education bent. This would indicate that the Be Outside efforts of state and federal partner agencies are on the right track. The same can be said of expanded education programs in off-highway vehicle and boating safety. This could also signal a public willingness for inclusion of more natural resource based education in elementary and secondary school curriculum.

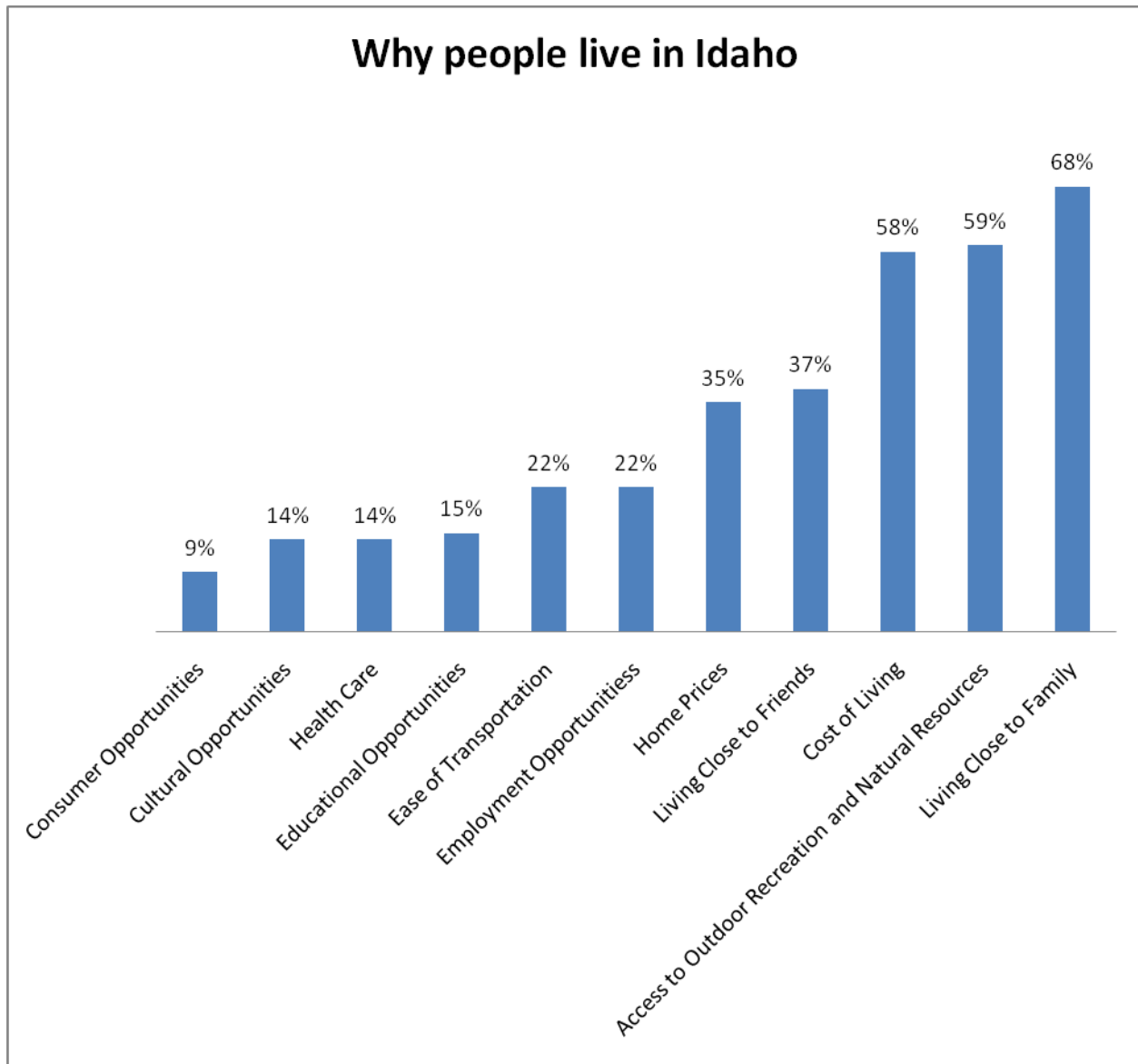
<b>Rank</b>	<b>Issue or Opportunity</b>	<b>Percent important or very important</b>	<b>2011 Mean</b>
1	Protecting water quality	91%	4.52
2	Ensuring motorized vehicles stay on trails and roads	79%	4.13
3	Providing youth with opportunities for education in outdoor recreation	78%	4.08
4	Access to community trails	77%	4.07
5	Providing youth with recreation safety instruction	77%	4.06
6	Controlling aquatic and terrestrial invasive species (i.e, quagga and zebra mussels, Medusa's head, etc)	72%	4.02
7	Providing youth with opportunities for natural resource and environmental education	74%	3.99
8	Providing nearby community parks	74%	3.97
9	Protecting endangered species on outdoor recreation lands	70%	3.95
10	Providing expanded opportunities for spontaneous camping (reservations are not required)	72%	3.94
11	Providing trail etiquette education to the public to decrease user conflicts	71%	3.94
12	Providing recreational facilities to encourage exercise and improve health	70%	3.89
13	Rehabilitation of community outdoor recreation facilities	71%	3.88
14	Educating adults about natural resources and the environment	69%	3.87
15	Creating community open spaces	67%	3.83
16	Expanding outdoor recreation access for the disabled	65%	3.83
17	Providing recreational trails to connect communities to outdoor recreation areas	67%	3.81
18	Protecting non-motorized access to public lands	64%	3.81

<b>Rank</b>	<b>Issue or Opportunity</b>	<b>Percent important or very important</b>	<b>2011 Mean</b>
19	Maintaining minimum stream flows and/or minimum reservoir pools for recreation	65%	3.8
20	Access to community pool or recreation center	66%	3.78
21	Providing community recreation programs	64%	3.76
22	Expanding access to water recreation resources	62%	3.76
23	Expanding hiking trail systems	65%	3.74
24	Providing adults with opportunities for recreation safety instruction	61%	3.72
25	Protecting motorized access to existing public lands	61%	3.7
26	Acquiring land for recreational use	57%	3.63
27	Expanding designated bike trail systems	52%	3.54
28	Taking part in volunteer work related to outdoor recreation activities	48%	3.43
29	Access to pet-friendly parks (off leash)	47%	3.33
30	Expanding access to public lands for motorized outdoor recreation	42%	3.25
31	Providing designated snowmobile trail systems	40%	3.14
32	Providing designated cross-country skiing trail systems	38%	3.13
33	Expanding designated equestrian trail systems	34%	3.08
34	Taking part in community sports (soccer, tennis, etc.)	35%	3.01
35	Expanding designated ATV trail systems	34%	2.98
36	Restricting grazing on public lands	29%	2.97
37	Expanding designated single-track trail systems for motorbikes	28%	2.86

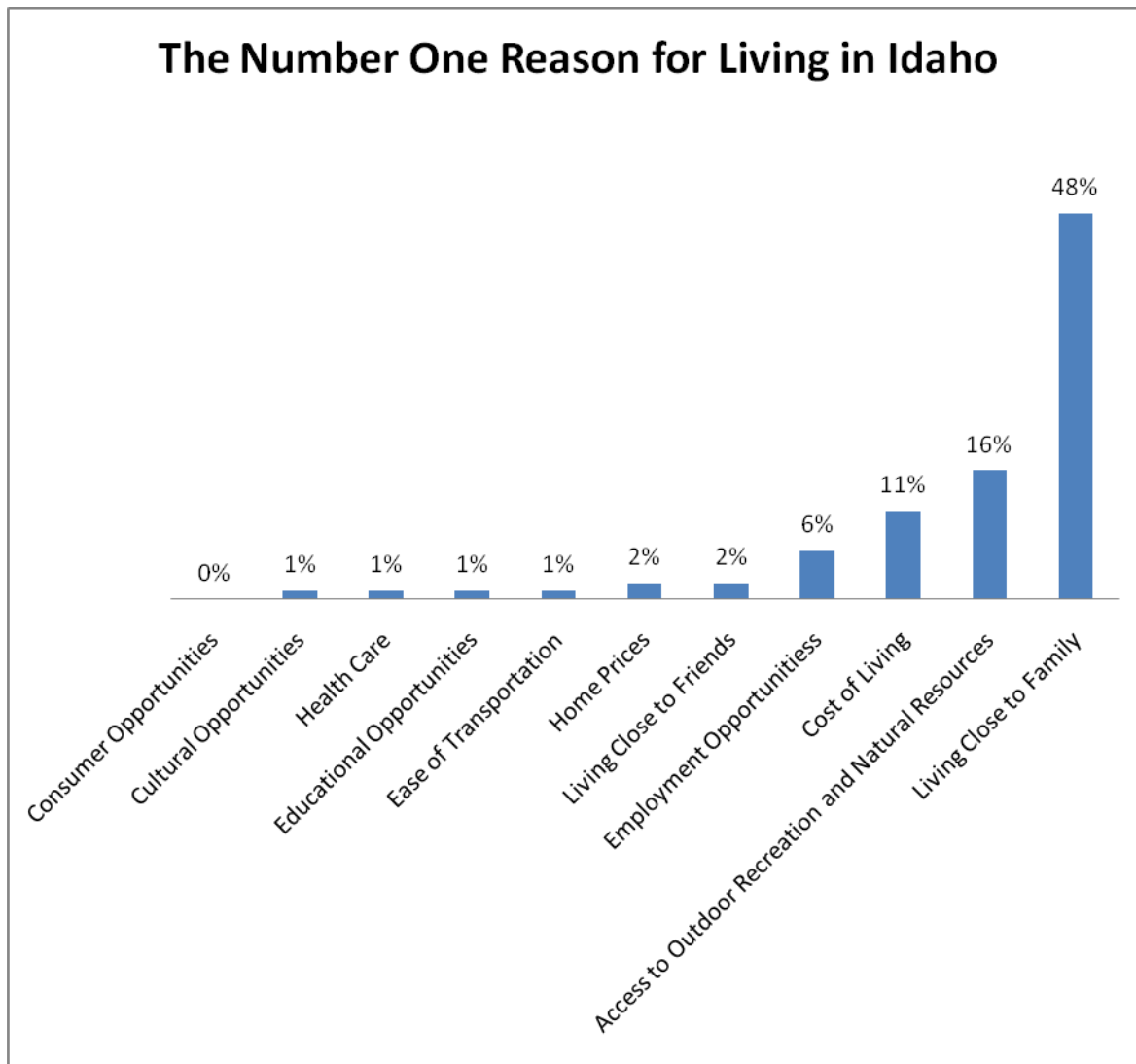


### Why people choose to live in Idaho

“Quality of life” is often cited as the reason people live in Idaho. That’s a nebulous term that might as fairly be used in Brooklyn as Boise. In order to get a more precise reading of what keeps residents in the state, participants were asked to select the reasons they choose to live in Idaho from 11 variables. On this question they could select all reasons that applied. The top three reasons chosen, by a wide margin, were Living Close to Family, Access to Outdoor Recreation and Natural Resources, and the Cost of Living.



When asked to pick the one top reason for living here from those same variables, Access to Outdoor Recreation was cited as the number one reason by 16% of respondents, the second most popular choice, again right behind Living Close to Family.



Reasons for living in the state are multiple and complex for most people. Clearly, though, access to outdoor recreation and natural resources is a very important consideration. It is what makes Boise different from Brooklyn, and why many people choose to live in Idaho.

### Funding for State Parks

In previous SCORTPs, the issue of funding for outdoor recreation has been identified as a major concern. With the beginning of the great recession in 2008, many outdoor recreation providers found their budgets heavily impacted, perhaps none more so than the Idaho Department of Parks and Recreation. Support from the State General Fund dropped by 80% for Idaho's state parks in a single year, FY 2010. There was the very real threat of several parks being closed.

In response, the Idaho Department of Parks and Recreation eliminated 25 positions and dramatically cut operating expenses. Then the agency focused on revenue generation through the development of marketing plans for every state park.

While these and other measures kept all parks open in the short term, there was clearly a need for long term funding. In order to test the support for a partial solution to the funding problem, we included the following question in the SCORTP survey:

#### Background:

The day use fee at Idaho's state parks is \$5 per vehicle. There is also an option to purchase an annual passport for Idaho's 30 state parks for \$40, allowing unlimited entrance for that vehicle for one year.

If you could buy a one-year state parks passport when you registered your vehicle each year and if it cost \$10 instead of \$40, how likely would you be to purchase it?

Not at all likely

☐1

Not likely

☐2

Neutral

☐3

Likely

☐4

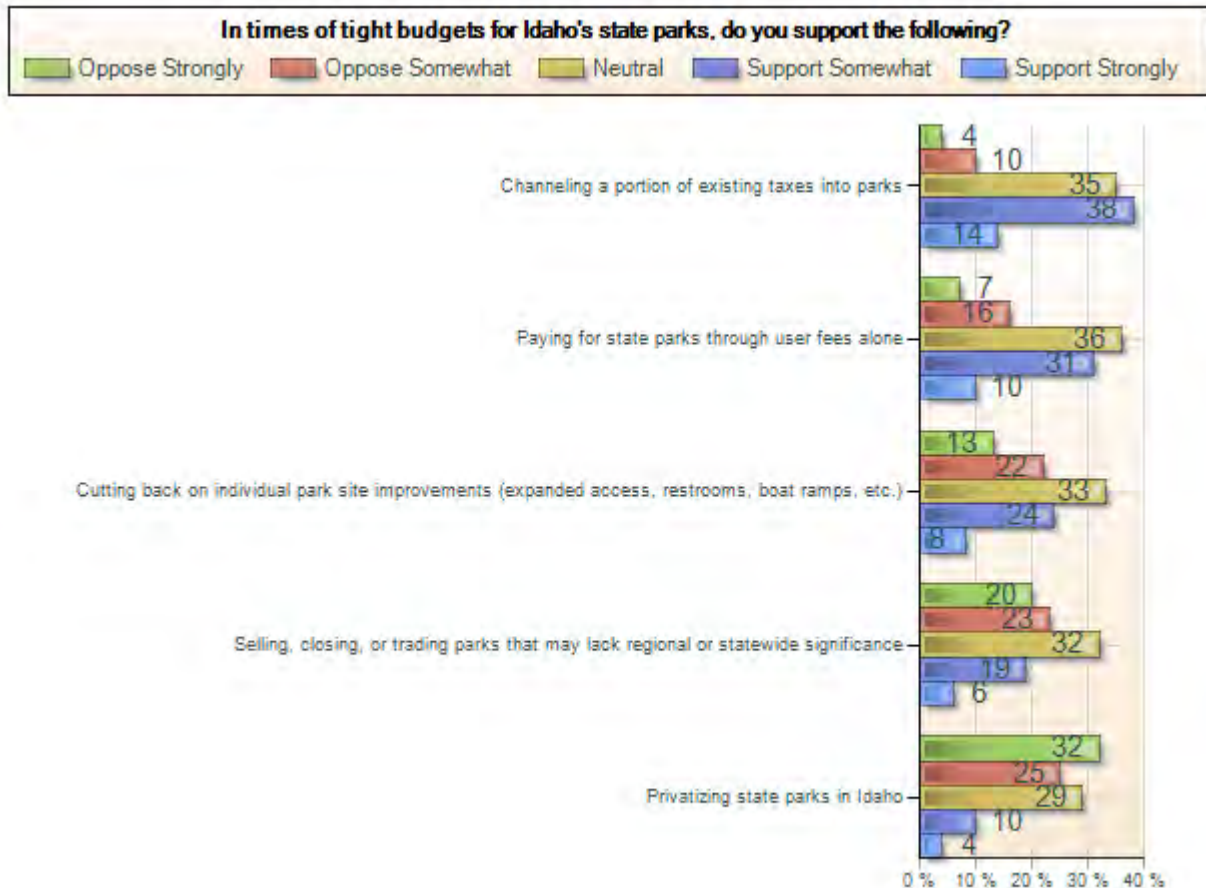
Very Likely

☐5

Seventy six percent of respondents said they would be likely or very likely to purchase a \$10 passport (50% very likely, 26% likely). Only 7% reported that they had a pass on their windshield at the time of the survey, so this is a very strong indication that a new passport program such as this would be well received.

### Responding to reduced funding

Participants were asked to what extent they support or oppose five strategies related to state park funding.



Channeling a portion of existing taxes into state parks was the most popular option, with 52% supporting the concept and 35% neutral. Paying for state parks through user fees alone had support from 41%, with 36% neutral. Cutting back on site improvements was supported by 32% of respondents, but also had an even higher percentage, 35%, opposing it. Selling, closing or trading parks was supported by 25% while 43% opposed the idea. And finally, privatizing state parks in Idaho got 14% support and was opposed by 56%.