IDAHO DEPARTMENT OF PARKS & RECREATION

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

Quarterly Board Meeting August 21-22, 2018 Priest Lake State Park, Indian Creek Unit 314 Indian Creek Park Rd. Coolin, ID 83821

- AGENDA
- Tuesday, August 21, 2018
 - 9:00 A.M. Call to Order Chairman Black
 - o Roll Call
 - Welcome and Introductions / Chairman Black and Director Langhorst
 - Additions or Deletions to the Printed Agenda
 - Consent Agenda Action Item
 - o Concession Agreement
 - Silver Valley Farmer's Market Concession Agreement David White
 - Approval of Minutes
 - □ May 21-23, 2018
 - 9:15 A.M. Director's Report
 - 10:15 A.M. Temporary Permit Rule Change Action Item David White
 - 10:30 A.M. BREAK
 - 10:45 A.M. Surcharge Assessment Rule Change Action Item Anna Canning
 - 10:50 A.M. Filming within Idaho State Parks Rule Amendment Action Item Anna Canning for Keith Hobbs
 - 11:00 A.M. Overview of the IDPR Boating Program David Claycomb
 - 11:30 A.M. Introductions of Priest Lake Staff David White
 - Noon-1:00 P.M. LUNCH (Provided)
 - 1:00 P.M. Grant Advisory Committee Appointments Action Item Steve Martin
 - 1:15 P.M. Kokanee Cove Update Anna Canning
 - 1:35 P.M. RTP Grant Application, Kaniksu Land Trust Action Item –Board Member Eastwood, Eric Grace
 - 3:00 P.M. Program Reports / Staff will stand for questions
 - Old/New Business
 - Public Comment Period
 - 3:30 P.M. Executive Session **
 - RECESS TO NEXT DAY
 - 5:30 P.M. Board and Staff BBQ Indian Creek Visitor Center Dinner Provided
- Wednesday, August 22, 2018
 - 8:30 P.M. LOAD BUS AT HOTEL FOR PARK TOURS LUNCH PROVIDED
 - 8:30 A.M. 5:00 P.M. Indian Creek and Lionhead
 - ADJOURN

^{**} Under authority of Idaho Code 74-206. Executive sessions -- When authorized. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body. An executive session may be held:

(b) "To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student"

This agenda is subject to change in accordance with the provisions of the Idaho Open Meeting Law. Items may be addressed in a different order than appears on this agenda. Individual items may be moved from one place on the agenda to another by the Board. Time frames designated on this agenda are approximate only. The Board will continue its business in the event that an agenda item is resolved in less than the allotted time.

IDAHO DEPARTMENT OF PARKS AND RECREATION

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

BOARD MEETING MINUTES May 21-23, 2018 Lodge at River's Edge

615 Main St.
Orofino, ID 83544

Minutes - Monday, May 21, 2018

Call to Order - Chairman Black

The Chairman called the meeting to order at 3:00 P.M. CT. Chairman Black requested a roll call.

Board Member Lou Fatkin - Present Board Member Gordy Hansen - Present Chairman Pete Black - Present Board Member Doug Eastwood - Present Board Member Randy Doman - Present Board Member Mike Boren - Present

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

David Langhorst – Director

Betty Mills – Management Assistant to the Director
Keith Hobbs – Operations Administrator
Anna Canning – Management Services Administrator
Garth Taylor – South Region Manager
David White – North Region Manager
Steve Martin – Fiscal Officer
Tammy Kolsky – Reservation Program Manager
Jim Thomas – Development Bureau Chief
Debbie Hoopes – Human Resource Officer
Kathy Muir – Grants Management Supervisor
Rick Just – Friends of Idaho Parks
Katrine Franks – Governor's Office
Rob Sepich – Legislative Services

Consent Agenda

Kevin Mills - Public

o Approval of Minutes

February 13, 2018

Matt Warnick - Department of Financial Management

Amber Christofferson - Department of Financial Management

Special Use Permit

Land of the Yankee Fork State Park Special Use Permit

Mr. Eastwood moved to approve the consent agenda items. Mr. Boren seconded the motion. The Chairman asked for further discussion. Hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Director's Report

The Director reported on the following topics:

- o The Director welcomed our new Board member, Lou Fatkin.
- Asked if the Board might want to consider moving the May Board meeting to Headquarters and switching either the February or November meetings to a travel meeting. This was suggested as a way to lower travel expenses, since many IDPR staff are needed to attend the May meetings.

- Provided a brief overview of the RMSPEC conference he attended.
- Attended Capital for A Day in Riggins on Friday, May 18th.
- o The Idaho Department of Lands is launching an effort to purchase the Gregerson Property which is located to the East of our IDPR headquarters building.

The Director stood for questions.

Change in Employee Compensation (CEC) - Director Langhorst

Director Langhorst provided a brief overview of this year's CEC Plan. The Director reviewed the pay increase matrix which is influenced by two factors: Merit (performance evaluations) and an employees compa-ratio. Employees with lower compa-ratios would receive a slight upward adjustment. The Director pointed out that in IDPR's Strategic Plan, one of our goals is to bring our hire rate up to 80% of the policy rate. In a move to address pay equity, a group of Rangers salaries were increased by an additional 2% this year on top of the Governor's office recommended 3% CEC increase. A more in-depth Board and staff discussion followed pertaining to this year's recommended CEC increase.

Mr. Doman made a motion to approve staff recommendation to implement the legislatively authorized CEC for FY2019. Motion was seconded by Mr. Hansen. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

FY2019 Grant Approval Request - Kathy Muir

Ms. Muir provided a brief overview on this year's grant approval process and stated that there are six grant project rankings that require Board approval for FY2019. Ms. Muir also stated that a new electronic process was implemented this year for submitting grant applications. Ms. Muir distributed copies of the Advisory Committee information and provided a quick run through of this material. The material included a list of all the names of the committee members and when their terms will expire. This information is important since new committee members will need to be recruited and approved by the Board during the August Board meeting.

FY2019 Recreational Vehicle (RV) Grants

Ms. Muir stated that there are three positions on the RV Committee that will expire this year and the announcement has been sent out, seeking applications for their replacements. Ms. Muir reported there is approximately \$5,000,000 available to award for this grant. \$50,000 was held back to fund emergency cost overruns associated with these grant projects. The RV Committee reviewed 28 grant applications and the requests totaled \$5,150,690.

Mr. Boren moved to approve staff recommendation. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion. Further discussion followed and the Board requested additional information on how the RV Committee made their decision on the cut off for the distribution of these funds. Ms. Muir will provide the Board with the committee's comments following the meeting. The Chairman called for a vote on the motion. Motion carried unanimously.

FY2019 Waterways Improvement Fund (WIF) Grants

Ms. Muir stated that there are three positions on the WIF Committee that will expire this year. There is approximately \$1,200,000 available to award for this grant. \$50,000 was held back to fund emergency cost overruns associated with these grant projects. The WIF Committee reviewed 24 grant applications and the requests totaled \$1,619,079.

Mr. Boren moved to approve staff recommendation. Motion was seconded by Mr. Fatkin. Mr. Hansen abstained from this vote due to a conflict of interest. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion passed with five Aye's and Mr. Hansen abstaining.

FY2019 Road & Bridge (RB) Grants

Ms. Muir stated that there were only two applications submitted this year. There is approximately \$216,500 available for this grant and there are sufficient funds to fund both.

Mr. Boren moved to approve staff recommendation. Motion was seconded by Mr. Doman. The Chairman asked for further discussion. Further discussion followed with questions on the match amount and clarification on what roads and bridges these funds can be used for. The Chairman called for a vote on the motion. Motion carried unanimously.

FY2019 Off-Road Motor Vehicle (ORMV) Grants

Ms. Muir stated that there are five positions on the ORMV Committee that will expire this year. There is approximately \$500,000 available to award for this grant. The ORMV Committee reviewed 32 grant applications and the requests totaled \$1,034,535.

Mr. Boren moved to approve staff recommendation. Motion was seconded by Mr. Eastwood. The Chairman asked for further discussion. Further discussion followed with questions on the applications and if they were related to parks or not and if law enforcement would be required on the trails. The Chairman called for a vote on the motion. Motion carried unanimously.

FY2019 Motorbike (MB) Grants

Ms. Muir stated that the MB money comes from Registration funds that are collected and left over from what the Recreation Bureau does not use. There is approximately \$50,000 available to award for this grant. The MB Committee reviewed 19 grant applications and the requests totaled \$828,829. Ms. Muir stated that there are three committee members that are on both the ORMV Committee and the MB Committee.

Mr. Boren moved to approve staff recommendation. Motion was seconded by Mr. Doman. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

FY2019 Recreational Trails Program (RTP) Grants

Ms. Muir stated there are four positions on the RTP Committee that will expire this year. There is approximately \$1,600,000 available to award for this grant. There will be approximately \$275,000 additionally in carry over funds. The RTP Committee reviewed 58 grant applications and the requests totaled \$2,887,304.62.

Mr. Eastwood moved to approve staff recommendation. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion. Further discussion followed with questions on where the carry over funds came from. Mr. Boren also inquired about the Kaniksu Land Trust Acquisition application and if funds will be used to purchase property. Ms. Muir explained that land acquisition is an eligible project if they are acquiring land for a trail system and this is a trail system near Sandpoint where they are trying to build non-motorized trails for mountain biking, hiking and cross-country skiing. Mr. Boren asked for additional information on this application. Ms. Muir stated that she did not have that information with her at the moment but could pull the application for him to review. Mr. Boren stated that he does not support this application without knowing more about it. The Chairman called for a vote on the motion. Mr. Fatkin Aye –, Mr. Black Aye –, Mr. Eastwood Aye –, Mr. Boren Nay –, Mr. Doman Nay –, Mr. Hansen Nay –. Motion failed.

Board and staff discussion followed pertaining to the Board's reasoning on how they voted.

Mr. Boren moved to accept staff's funding proposal with the exception of the Kaniksu Land Trust Acquisition and with the \$100,000 we have from that not being funded, we use it to fund the Burley Urban project. Motion was seconded by Mr. Hansen. The Chairman asked for further discussion. Further discussion followed with questions from Mr. Eastwood pertaining to land acquisition and reaching down the list to approve the Burley project. Mr. Boren amended his motion and moved to accept staff recommendation except the approval of the Kaniksu Land Trust Acquisition and that the money left over be distributed as staff seems fit within their ranking system. Mr. Hansen amended his previous second and seconded this motion. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Mr. Eastwood stated there is almost \$9 million that went out in funding of projects today and commended IDPR staff and the Director for the work that was put in to this.

<u>Martin Landing Camping Fee Request – Kathy Muir</u>

Ms. Muir provided a brief overview of this request and stated there is a Board policy that states if a request is made to change or add fees to camping sites funded by grant programs, Board approval is required. Fish and Game has submitted a request to charge fees at Martin Landing Campground which has received RV support.

Mr. Eastwood moved to grant approval for this request as proposed. Motion was seconded by Mr. Hansen. The Chairman asked for further discussion. Further discussion followed pertaining to who was doing the work on this site. The Chairman called for a vote on the motion. Motion carried unanimously.

<u>Trail of the Coeur d'Alene At-Large Commission Member Reappointment – David White</u>

Mr. White provided a brief overview of the agreement between IDPR and the Coeur d'Alene Tribe, Lake Management Department.

Mr. Doman moved to approve staff recommendation. Motion was seconded by Mr. Eastwood. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Kokanee Cove Request for Interest (RFI) - Keith Hobbs / Anna Canning

Mr. Hobbs provided an overview of the process of the Request for Interest (RFI). At the February 2018 IDPR Board meeting, the Board directed staff to prepare a detailed RFI for the May 2018 Board meeting. The Board also requested detail regarding an industry day at the site on a date to be determined. Staff was encouraged to not rely heavily on a consultant but to instead, only use a consultant for the specific expertise we lacked. Due to gaps in knowledge between IDPR staff, it was decided there was a need to work with CHM to prepare a cost estimate for four specific tasks:

- > Reviewing the RFI to ensure it would yield the intended results
- Reviewing the responses to the RFI
- Reviewing the RFP to ensure it would yield the intended results (if applicable)
- > Reviewing the responses to the RFP (if applicable)

Once IDPR receives the proposal, we will forward it to the Board and Mr. Hobbs will provide a verbal update at a future Board meeting. Board and staff discussion followed pertaining to the cost of putting together the RFI and when it would be ready to be released to the public.

Trespass Rule – Garth Taylor

Mr. Taylor provided an overview of this new rule request that would give park staff the ability to restrict visitors and limiting public access to protect and conserve historic structures, to limit access to facilities due to safety concerns, to close areas of natural or cultural resources and to protect vital facilities such as water treatment facilities, etc. Mr. Taylor also read the suggested language that was provided from Deputy Attorney General Steve Strack. Mr. Taylor stated that this request came about due to an instance that occurred at Land of the Yankee Fork last year in a closed and protected area. Mr. Taylor stood for questions. Board and staff discussion followed related to this change and how it will affect other parks.

Mr. Boren moved to approve this recommendation, allowing staff to move forward with changing this rule. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion. Further Board comments followed on what the future will look like in our parks due to this change. The Chairman called for a vote on the motion. Motion carried unanimously.

BREAK AT 5:08 P.M RECONVENED AT 5:15 P.M.

Strategic Plan – Anna Canning

Ms. Canning gave a run through on her process of drafting the updated Strategic Plan and stated that updating the Strategic Plan does not require Board approval, but she wants to keep them informed and get their input. She provided the Board with a marked up copy of suggested changes and changes that

have already been completed. She asked the Board how they would like to proceed with reviewing this document. Board and staff discussion followed with the Board providing suggested changes for the Strategic Plan. Additional changes to this plan can be submitted to Ms. Canning until the end of June. **Meeting was recessed at 5:45 P.M.**

RECESS TO NEXT DAY AT 9:00 A.M.

Minutes - Tuesday, May 22, 2018

9:00 A.M. Load Bus for Park Tours – Lunch Provided 9:00 A.M. – 5:00 P.M. Tour Big Eddy, Freeman Creek and Three Meadows

Meeting recessed at 5:45 P.M.

MEETING WAS RECESSED TO NEXT DAY AT 8:00 A.M.

Minutes - Wednesday, May 23, 2018

8:00 A.M. Executive Session

Chairman Black called the meeting back into session and requested a roll call

Board Member Lou Fatkin - Present
Board Member Gordy Hansen - Present
Chairman Pete Black - Present
Board Member Doug Eastwood - Present
Board Member Randy Doman - Present
Board Member Mike Boren - Present

Board Member Hansen moved to go into Executive Session under the authority of the Idaho Code 74-206 (b) "To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent" to discuss the Director's annual review. Motion was seconded by Board Member Fatkin. A roll call vote was conducted by Ms. Mills to go into Executive Session.

Board Member Fatkin – Aye Board Member Hansen – Aye Chairman Black – Aye Board Member Eastwood – Aye Board Member Doman – Aye Board Member Boren – Aye

Motion passed.

Mr. Hansen moved to reconvene from Executive Session. Motion was seconded by Mr. Boren. Motion passed unanimously. Meeting was reconvened at 10:29 A.M.

Mr. Hansen moved to accept the Board's review of the Director and compensation and that we schedule another Executive Session via teleconference in one month. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion, hearing none the Chairman called for a vote on the motion. Motion carried unanimously.

Billingsley Visitor Center Update - Director Langhorst / Jim Thomas / Anna Canning

Director Langhorst stated that since we last met with the Board, staff efforts have been focused on two main things; 1) defining the scope of the building, the uses and the size of the shared Visitor Center and 2) coming up with the document that describes the roles and responsibilities of the different parties, in a Cooperative Management Agreement. Mr. Wallace Keck has been very valuable in all this due to his long-time relationship with the National Park Service (NPS). The Director made it clear that no matter

what is decided by the Board today, the schedule for the construction of the Visitor Center should not be negatively affected. Board and staff discussion followed pertaining to the possibility of co-locating with the NPS and their proposed offer to IDPR. Mr. Thomas presented the process IDPR will follow for the construction of the Visitor Center at Billingsley Creek. Board and staff discussion continued regarding the original motion from that Board that was made during the May 2017 Board meeting which instructed staff on how the Vardis Fischer funds should be allocated for the Visitor Center at Billingsley Creek.

Mr. Boren moved that the Board submit a budget request for \$2,400,000, not more than \$600,000 of which will come from IDPR for a combined NPS and IDPR interpretive center at the Billingsley Creek Unit of Thousand Springs State Park. Motion was seconded by Mr. Doman. The Chairman asked for further discussion. Board and staff discussion followed directing IDPR staff to continue working with the NPS on the possibility of co-locating at the Billingsley Creek Visitor Center and what NPS will be willing to contribute financially to this project. There was additional discussion pertaining to the distribution of the Vardis Fischer funds the Board had previously agreed upon during the May 2017 Board meeting. The Chairman called for a vote on the motion. Motion carried unanimously.

Mr. Hansen moved that the Board direct staff and the Director to continue to work out a management agreement with NPS and that the Board continue to receive details about the progress on this monthly. Motion was seconded by Mr. Boren. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

11:30 A.M. WORKING LUNCH

FY 2020 Budget Proposal – Steve Martin

Mr. Martin provided a brief overview of the FY2019 budget and basis for the FY2020 budget and provided a PowerPoint presentation which included:

- > FY2019 Budget Appropriation by Expenditure Classifications
- FY2020 Budget Cash Flow Projections by fund accounts
- > FY2020 Budget Proposal Program Enhancements
- > FY2020 Budget Proposal Capital Maintenance and Equipment Replacement Requests

Mr. Martin stated that IDPR staff has reviewed and ranked the enhancement and replacement items and if approved by the Board, the information will be incorporated into the final budget document submitted to DFM on September 1, 2018. Board members thanked Mr. Martin for the clarity in his budget presentation. Board and staff discussion followed with additional questions pertaining to this year's budget proposal and current revenues from the Passport sales.

Mr. Hansen moved to request the Financial Department provide the Board with more detail of the effects of the Passport program on our budget; how has it gone per IDPR's expectation and are we suffering any losses because of it. Motion was seconded by Mr. Boren. The Chairman asked for further discussion. Board and staff discussion followed regarding the information that IDPR staff have submitted and continue to submit to the Board since the Passport program was implemented. The Chairman called for a vote on the motion. Motion carried unanimously.

The Board requested for Mr. Martin to gather more detailed information on the Passport Program and compile it into an easy to read format for them.

Mr. Hansen expressed his wishes to increase the cost of the Passport and feels the data Mr. Martin will provide to the Board will be helpful in this consideration.

Mr. Boren requested more detail in the financials presented to the Board. Mr. Martin offered to work with Mr. Boren on compiling the exact financial information he would like to see going forward.

Mr. Boren moved to approve the FY2020 budget proposal based upon the ranked replacement and enhancement items, for a total request of \$44,864,600, as summarized on page 5 of the agenda package and that we approve the adjustments for Health Benefit costs and CEC, if any, to the actual amounts included in DFM's budget instructions. Motion was seconded by Mr. Doman. The

Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Program Reports

Mr. Hobbs stated that OPS likes to make available to the Board, the parks Annual Reports and Work Plans. These reports are available now and Mr. Hobbs will provide these to Ms. Mills, so she can upload them to the Board's SharePoint site. Mr. Hobbs also stated that he has a few hard copies available today if any Board member wishes to have one.

Old/New Business

Mr. Doman inquired about the sale of the Challis Hot Springs and the possibility of acquiring it to becoming a state park. Director Langhorst stated that IDPR did not hear back from the family after we referred them to the Attorney General's office to review their options.

Mr. Eastwood shared that he was invited to a Trail Symposium in Spokane about a month ago. Leo Hennessy and the Mayor of Plummer were also in attendance from Idaho. Washington hosted the meeting which was attended by people from the National level, as well as many others throughout Washington state. The National Park Service will be rolling out a plan that will create a bicycle and pedestrian trail from Virginia to Seattle. On a map that was provided during the meeting, it showed that the trail is approximately 80% compete at this time. They would like to close in the gaps to be able to complete this trail system. There is a 20-mile gap in Idaho. During the next Governor's conference, they would like to conduct a meeting with the Governor's that are located within that corridor and bordering states and discuss what could happen. They are still unsure how they will roll this out but will speak to each state to see what they might be able to contribute. This may be a National Trail System and adopted and managed by a National Department. More information will be provided in the near future. Mr. Eastwood also announced that on June 2, 2018, Round Lake State Park is having a grand opening of a new trail system.

The Board recognized Jim Thomas, who will be retiring at the end of June, for his great work, expertise, knowledge and service to IDPR and stated that he will be greatly missed. Mr. Thomas has worked for IDPR for 27 years and has enjoyed every minute. Mr. Thomas thanked the Board for their acknowledgement.

Chairman Black announced that IDPR will be losing Matt Warnick as our DFM analyst and Amber Christoffersen will be replacing him. Ms. Katrine Franks from the Governor's Office reported that she attended a Land Use meeting and stated that the number one Land Use priority for Idaho residents who have lived in the state for less than seven years is recreation. Ms. Franks emphasized the importance of what IDPR does and thanked everyone for their commitment in this area.

Public Comment Period

Mr. Rick Just, President of Friends of Idaho State Parks, shared what their organization has participated in recently:

- > They led the charge against HB496. It was a successful charge and the bill was defeated.
- They are helping IDPR with the Kempthorne project. They are assisting with managing and distributing the donations.
- In August, Writers of Harriman will begin. This brings in about \$9,000 to the park and 40 high school students will attend this event from around the state.
- Continuing education classes for teacher certifications for about 90 teachers.

The August IDPR Board meeting will be held at Priest Lake.

Director Langhorst thanked the Board for all they do for IDPR and stated this meeting was one of the most substantive meetings in quite some time and he appreciates the time each of them puts in to these meetings.

Mr. Boren moved to adjourn the meeting. adjourned at 1:10 P.M.	Mr. Fatkin seconded the motion. Meeting was
Pete Black, Chairman	David R. Langhorst, Director



□ IDAPA RULE□ BOARD ACTION REQUIRED□ BOARD POLICY□ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
August 21-22, 2018
Indian Creek Park
314 Indian Creek Park Rd.
Coolin, ID 83821

AGENDA ITEM: Silver Valley Farmer's Market Concession Agreement

Addendum: ALLOWANCE FOR OUTDOOR ALCOHOL SALES

ACTION REQUIRED: Board Action

PRESENTER: David E. White, North Region Manager

PRESENTATION

BACKGROUND INFORMATION: The Historic Silver Valley Chamber of Commerce has been holding a Farmer's Market in the City of Kellogg since 2015 initially through a Trail of the Coeur d'Alenes Group Use Permit and now through a Concession Agreement. This year's agreement included a "beer garden", i.e. the sale of alcoholic beverages.

The Department's Concession Policy states the following:

4.7 Concessions Sale of Alcoholic Beverages

... The Board has approval authority for any concession leases that include the sale of alcoholic beverages by persons, firms, or corporations within units of Idaho's state parks. The Board may consider the sale of alcoholic beverages in accordance with the following criteria:

- 1. Sale of beer for off-premise consumption may be considered at grocery and camper supply concessions. Sale of beer in glass containers is expressly prohibited.
- 2. Sale of alcoholic beverages for on-premise consumption may be considered at restaurant concessions in connection with the sale of bona fide meals served and consumed in the restaurant facilities of the concessionaire.
- 3. Concession leases which permit the sale of alcoholic beverages must contain standard language reserving to the Director of the Idaho Department of Parks and Recreation the power to impose reasonable park regulations on the sale or consumption not in conflict with the rules and laws of the state of Idaho administered by the alcohol beverage control division of Idaho state police.
- 4. Advertising of the sale of alcoholic beverages will be permitted only as directed and approved by the Department.
- 5. Existing concession leases authorizing the sale of alcoholic beverages will not be affected by the foregoing, except upon renewal of the lease.

- 6. Concession leases will provide that the sale of alcoholic beverages may be terminated at any time by the Department in the event the Board or Director determines that the sale creates management problems or negatively impacts the park visitor experience.
- 7. The Board and Director reserve the right to act on all requests for sale of alcoholic beverages in state parks.

The Chamber recently experienced a change in leadership which precluded them getting the agreement to the department in a timely manner. Hence, the Department approved the Farmer's Market without the beer garden indicating to them that we would pursue an addendum at the next Board meeting.

As provided for in section 7 above, the Board and Director reserves the right to act on all requests for the sale of alcoholic beverages in a state park. The Director supports the request from the Historic Silver Valley Chamber of Commerce to operate a Beer Garden in conjunction with the Farmer's Market as identified in their concession agreement.

STAFF RECOMMENDATIONS:

Staff recommends the Board approve the Silver Valley Farmer's Market Concession Agreement Addendum allowing for the sale of alcoholic beverages at their Beer Garden as identified in the concession agreement.



Concession Agreement Addendum Silver Valley Farmers' Market 2018

- 1. **Grant**. Silver Valley Farmers' Market Concession Agreement for 2018 is modified by the addition of "outdoor alcohol sales" to the uses allowed by Section 6. Special Conditions Exhibit B of said concession agreement for the following term: August 21, 2018, through October 31, 2018.
- 2. Permittee's use of the Premises is subject to all terms and conditions of Silver Valley Farmers' Market Concession Agreement. In addition, the following terms and conditions apply:
 - 2.1 **No enlargement of use**. Agreements are made upon IDPR's finding that the current identified use is compatible with the purposes of the Trail of the Coeur d'Alenes and the Trails of the Coeur d'Alenes Right of Way. No enlargements in use shall be permitted without the express written consent of IDPR.
 - 2.2 As-is. Permittee accepts the Premises in its present condition with all faults or hazards, whether patent or latent, and without warranties or covenants, express or implied, including, without limitation, any contaminants or hazardous substances that may be present on the Premises as a result of past operations of the Union Pacific Railroad Company. Permittee acknowledges that IDPR shall have no duty to maintain, repair, or improve the Premises or otherwise make them suitable for Permittee's use.

IN WITNESS WHEREOF, the parties hereto have caused this Lease Addendum to be duly executed the day and year indicated below:

BY: David Langhorst, its Director

Date

BY: Pete J. Black, its Board Chair

Date

HISTORIC SILVER VALLY CHAMBER OF COMMERCE

BY: Mallory Philips, its Coordinator

Date

IDAHO DEPARTMENT OF PARKS AND RECREATION

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

AGENDA

Idaho Park and Recreation Board Meeting
August 21, 2018
Indian Creek Visitor Center Priest Lake State Park
Coolin, Idaho 83821

AGENDA ITEM: AMENDMENT - IDAPA 26.01.10 Rules Governing the Administration of

TEMPORARY PERMITS on Lands Owned by the Department of Parks

and Recreation.

ACTION REQUIRED: BOARD APRROVAL REQUIRED

PRESENTER: David E. White, North Region Manager

PRESENTATION

BACKGROUND INFORMATION:

Last June, Operations Administrator Keith Hobbs presented a potential rule change to the Board concerning changes associated with the Temporary Permit Application, Assignment and Lease fees to better reflect the true administrative cost of assessing and approving encroachment permits as well as to base compensation to IDPR upon a percentage of the Fair Market Value (FMV) of the acreage and not a flat rate. (See attached Board Agenda Item for June 22, 2017.) The Board approved staff moving forward with the rule change.

Since that time, staff initiated the rule change with DFM. Staff was required to first go through the negotiated rule making process to solicit and work through any potential citizen concerns. Once that process was complete staff would then need to initiate the proposed rule making process—which is the first step in the formal legislative process.

Staff completed the negotiated rule making process in August 2017. The department did not receive any comments associated with the changes. After the comment period ended, there was not sufficient time left in the year to complete the proposed rule process prior to the start of the 2018 Legislative Session. The department was asked to hold off on the proposed rule process until the close of the legislative session.

The department has published the proposed rule and comments were due on July 25, 2018 with no repsonses. The department also conducted a public meeting with no attendees. The department reached out to current permit holders allowing them the chance to comment as well. Any comments received will be forwarded to the Board. The rule changed slightly since the last time the Board reviewed it, so we are required to bring the rule back to the Board to ratify the proposed rule.

The department decided to include in the proposed rule a minimum cash compensation of \$300 to ensure at a minimum that lease fee collection administration costs were covered. Upon Board approval, we will submit the paperwork to have the proposed changes published as "Pending Rule". It will then make its way through the legislative process during the 2019 Legislative Session.

STAFF RECOMMENDATIONS:

Staff recommends that the Board approve the text of the proposed rule on TEMPORARY PERMITS for subsequent submission to the Office of Administrative Rules as a Pending Rule.

IDAPA 26 TITLE 01 CHAPTER 10

26.01.10 – RULES GOVERNING THE ADMINISTRATION OF TEMPORARY PERMITS ON LANDS OWNED BY THE IDAHO DEPARTMENT OF PARKS AND RECREATION

000. LEGAL AUTHORITY.

These rules set forth procedures concerning the issuance of temporary permits on all lands owned by the Idaho Department of Parks and Recreation. Requests for permits on lands administered, but not owned by IDPR must be made directly to the land owner. These rules are promulgated pursuant to Idaho Code Section 67-4223(a) and shall be construed in a manner consistent with the duties and responsibilities of the Idaho Park and Recreation Board as set forth in Idaho Code Title 67, Chapter 42. These rules shall not be construed as affecting any valid existing rights.

(7-1-93)

001. -- 002. (RESERVED)

003. APPEALS.

A person aggrieved by a decision of the Director under these rules may submit a written request to appear before the Board pursuant to IDAPA 26.01.01.250, "Rules of Administrative Procedure of the Idaho Park and Recreation Board," but must do so within thirty (30) days after receipt of written notice of the Director's decision. Decisions to grant or deny a temporary permit are within the absolute discretion of the Board, and no appeal may be taken therefrom.

(7-1-93)

004. -- 009. (RESERVED)

010. **DEFINITIONS.**

- **01. Assignment.** The Department approved transfer of a valid permit from a current Grantee to a new Grantee.
- **01.02. Board**. The Idaho Park and Recreation Board or such representative as may be designated by the board. (7-1-93)
 - **02.03. Department and IDPR**. The Idaho Department of Parks and Recreation. (7-1-93)
- **03.04. Director**. The Director of the Idaho Department of Parks and Recreation or such representative as may be designated by the Director. (7-1-93)
- **04.05. Grantee**. The party to whom a temporary permit is granted and their assigns and successors in interest. (7-1-93)
 - **05.06. Grantor**. The State of Idaho and its assigns and successors in interest. (7-1-93)
- **06.07. Park Manager**. The person responsible for administering and supervising a specific state park area, or department owned land not yet a state park, as designated by the Director of the Idaho Department of Parks

 and

 Recreation.

(7-1-93)

07.08. Person. An individual, partnership, association, or corporation qualified to do business in the

08.09. Temporary Permit. An instrument authorizing a temporary use of IDPR owned land for the construction, operation and maintenance of specific typically linear elements including but not limited to power and telephone lines, roadways, driveways, sewer lines, natural gas lines and water lines. (7-1-93)

011. -- 049. (RESERVED)

050. POLICY.

- **01. Issuing Authority**. Temporary permits are issued by the Director in lieu of easements, and shall be required for all associated activities on or over IDPR owned land. (7-1-93)
- Discretion. The Board retains absolute discretion to grant or withhold a temporary permit on which it owns. (7-1-93)
- **03. Consent Required**. Temporary permits, their amendment, renewal and assignment and all subsequent actions are not valid without the written consent of the Director. (7-1-93)
- **04. Modifications**. Temporary permits and subsequent modifications, assignments and renewals require a formal application, and payment of a processing fee to reimburse the <u>agency department</u> for staff time devoted to processing the request. (7-1-93)
- **O5. Purpose Compatible**. The purpose for which the temporary permit is sought must not interfere with the existing or anticipated values, objectives, or operation of department owned lands. (7-1-93)
- **06. Compensation**. An appropriate compensation for use of department-owned lands, as set out in Section 150 of this chapter, shall be paid to the IDPR in cash or in the form of offsetting benefits to be determined by the Director. (7-1-93)
- **Control**. At all times the control of gates, roads and park lands shall be retained by the State. The permit granted shall be for the Grantee's use only, shall be revocable for cause, shall be issued for a specific period of time, not to exceed ten (10) years, but usually five (5) years or less, and shall automatically expire if not used for a period of one (1) year. (7-1-93)

051. -- 099. (RESERVED)

100. PROCESSING FEES.

- **01. Issuance or Modification**. The processing fee for a new temporary permit, or modification of an existing temporary permit, is <u>onethree</u>-hundred dollars (\$\frac{100300}{200}\)), which must be received from all applicants before processing can proceed. The processing fees are designed to offset processing costs and are nonrefundable. (7-1-93)
- **02. Assignment or Renewal**. The processing fee for assignment or renewal of an existing temporary permit is <u>twenty fivethree-hundred</u> dollars (\$25300), and must be received before processing can proceed. The processing fees are designed to offset processing costs and are nonrefundable. (7-1-93)

101. -- 149. (RESERVED)

150. COMPENSATION.

01. Payable in Advance. Cash compensation for the entire term of the temporary permit shall be collected from the applicant prior to issuance. (7-1-93)

- Permit Rate. The cash compensation rate for a temporary permit shall be set so as to provide the department a reasonable return based upon the fair market value (FMV) of the permit site as if it was held in fee simple estate. Cash compensation is calculated as a percentage of the FMV of the permit site as determined by the Department in consultation with real estate professionals. In the event Permit applicant disputes the FM established by the Department, the department may hire a certified appraiser to establish the FMV of the permit site. Permit applicant will pay for the cost of the appraisal. The minimum cash compensation for a temporary permit shall be three-hundred dollars (\$300). Cost per Acre. Cash compensation for a temporary permit shall be charged at a rate of fifty dollars (\$50) per acre of IDPR land utilized per year or any portion thereof, and shall be specified in the temporary permit. Temporary permits of less than one (1) year in duration will not be prorated. (7-1-93)
- **03. Noncash Compensation**. Offsetting (non-cash) compensation for a temporary permit may be approved on an individual basis by the Director, and the terms of the agreement shall be outlined in the temporary permit. (7-1-93)
- set out in Subsection 200.08 of this chapter. (7-1-93)

151. -- 199. (RESERVED)

200. STANDARD CONDITIONS.

All temporary permits issued shall be subject to the following standard conditions:

(7-1-93)

- o1. Term Limited. The use and term of a temporary permit is limited solely to that specifically in the instrument.

 (7-1-93)
- **02. Utilities**. Except under special circumstances with approval of the Director, all utilities shall be installed underground. (7-1-93)
- **03. Construction, Operation and Maintenance**. The Grantee shall construct, maintain and operate at Grantee's sole expense the facility for which the temporary permit is granted, and maintain the permit site in a condition satisfactory to the Park Manager. (7-1-93)
- **O4.** Compliance with Laws. The Grantee will comply with all applicable state and local laws, rules, and ordinances, including but not limited to: State fire laws and all rules of the State Land Board pertaining to forest and watershed protection, and with the Stream Channel Protection Act as designated in Chapter 38, Title 42 of the Idaho Code. (7-1-93)
- **05. Wetlands**. The Grantee will comply with all State and Federal statutes, rules, and regulations pertaining to wetlands protection. (7-1-93)
- **06.** Land and Water Conservation Fund. Temporary permits on land located within Land and Water Conservation Fund 6(f) boundaries, their amendment, renewal, assignment and all subsequent actions shall be subject to the terms and the requirements of the Land and Water Conservation Fund Act of 1965 (P.L. 88-578, 16 U.S.C.S. Section 4601-4 et seq.). (7-1-93)
- **07. Hold Harmless**. The Grantee, its agents and contractors shall indemnify and hold harmless the Department, the state of Idaho and its representatives against and from any and all demands, claims or liabilities of every nature whatsoever, arising directly or indirectly from or in any way connected with the use authorized under the temporary permit. (7-1-93)
- **08. Withdrawal for Park Use**. Should the land be needed for park development or recreation use, the Director reserves the right to order the change of location or the removal of any structure(s) or facility(ies)

authorized by a temporary permit at any time. Any such change or removal will be made at the sole expense of the Grantee, its successors or assigns. When a temporary permit is terminated prior to its stated expiration date pursuant to this provision, the grantee will receive a pro-rata refund of compensation paid. (7-1-93)

- **O9. Permits Not Exclusive**. The temporary permit is not exclusive to the Grantee, and shall not prohibit the Department from granting other permits or franchise rights of like or other nature to other public or private entities, nor shall it prevent the Department from using or constructing roads and structures over or near the lands encompassed by the temporary permit, or affect the Department's right to full supervision or control over any or all lands which are part of the temporary permit. (7-1-93)
- **10. Cancellation**. The Director may cancel the temporary permit or amend any of the conditions of the temporary permit if the Grantee fails to comply with any or all of the provisions, or requirements set forth or through willful or unreasonable neglect, fails to heed or comply with notices given. (7-1-93)
- 11. Removal of Facilities. Upon termination of the temporary permit for any reason including cancellation, expiration, or relinquishment, the Grantee shall have thirty (30) days from the date of termination to remove any facilities and improvements constructed by the Grantee, and shall restore the permit site to the satisfaction of the Park Manager. Upon written request, and for good cause shown, the Director may allow a reasonable additional time for the removal of improvements and facilities and the restoration of the site. (7-1-93)

201. -- 249. (RESERVED)

250. SPECIAL CONDITIONS.

Special conditions addressing unique situations may be included in the temporary permit to protect natural or park resources, or to safeguard public health, safety or welfare. (7-1-93)

251. -- 299. (RESERVED)

300. APPLICATION PROCEDURE.

- **01. Contents of Application**. A temporary permit application shall contain: (7-1-93)
- **a.** A Temporary Permit Application/Action form; (7-1-93)
- **b.** A plat of the proposed permit location; (7-1-93)
- **c.** The appropriate application fee; (7-1-93)
- **d.** An acceptable written legal description based on a survey of the centerline, or a metes and bounds survey of the temporary permit tract. The survey shall be performed by a Registered Professional Land Surveyor as required by Idaho Code Section 54-1229. (7-1-93)
- **O2.** Engineering Certification. As required in Section 58-601, Idaho Code, for any application for a ditch, canal or reservoir, the plats and field notes shall be certified by the engineer under whose direction such surveys or plans were made and four (4) copies filed with the Department and one (1) copy with the Director, Idaho Department of Water Resources. (7-1-93)
- **O3. Application Submission**. Temporary permit applications shall be submitted to the Park Manager of the park in which the permit is requested. The Park Manager will forward it for processing as outlined in Section 800. of this chapter. (7-1-93)

301. -- 349. (RESERVED)

350. MODIFICATION OF EXISTING TEMPORARY PERMIT.

A modification of an existing temporary permit shall be processed in the same manner as a new application. Modification includes change of use, enlarging the permit area, or changing the location of the permit area.

Modification does not include ordinary maintenance, repair, or replacement of existing facilities.

(7-1-93)

351. -- 399. (RESERVED)

400. ASSIGNMENT.

Temporary Permits issued by the Director cannot be assigned without the approval of the Director. To request approval of an assignment, the Assignor and Assignee shall complete the Department's standard Temporary Permit Application/Action form and forward it and the assignment fee to the Park Manager, for processing as outlined in Section 800 of this chapter. (7-1-93)

401. -- 449. (RESERVED)

450. RENEWAL.

Renewal of temporary permits may be sought by completing a Temporary Permit Application/Action form and forwarding it together with the renewal fee to the Park Manager for processing as outlined in Section 800 of this chapter. Renewal applications must be submitted at least forty-five (45) days prior to the expiration date of the temporary permit.

(7-1-93)

451. -- 499. (RESERVED)

500. ABANDONMENT.

A Temporary Permit not used for the purpose for which it was granted for a period of one (1) year is presumed abandoned and shall automatically terminate. The Director shall notify the Grantee in writing of the termination. The Grantee shall have thirty (30) days from the date of the written notice to reply in writing to the Director to show cause why the Temporary Permit should be reinstated. Within thirty (30) days of receipt of the statement to show cause, the Director shall notify the Grantee in writing as to the Director's decision concerning reinstatement. The Grantee shall have thirty (30) days after receipt of the Director's decision to request to appear before the board as outlined in Section 003 of this chapter. Removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter.

501. -- 549. (RESERVED)

550. RELINQUISHMENT.

The Grantee may voluntarily relinquish a temporary permit any time by submitting a Temporary Permit Application/Action Form to the Park Manager. Upon relinquishment, removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter. (7-1-93)

551. -- 599. (RESERVED)

600. EXPIRATION.

Upon expiration, and absent a request for renewal of the temporary permit, removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter. (7-1-93)

601. -- 649. (RESERVED)

650. CANCELLATION.

The Director may cancel a temporary permit if the Grantee fails to comply with any or all of its provisions, terms, conditions, or rules; or through willful or unreasonable neglect, fails to heed or comply with notices given. (7-1-93)

651. -- 699. (RESERVED)

700. ENFORCEMENT.

Should it become necessary to enforce the terms of a temporary permit in a court of law and the Grantor prevails, the Grantee shall pay all costs and fees. (7-1-93)

701. -- 749. (RESERVED)

750. ADMINISTRATION.

- **01. Bureau Responsible**. The IDPR Development Bureau shall be responsible for uniform statewide administration of all IDPR temporary permits. (7-1-93)
- **O2. Disposition of Fees**. All processing and compensation fees collected from applicants shall be sent to the fiscal section for deposit into the appropriate account. (7-1-93)
- **O3. Status Report**. The IDPR Development Bureau shall maintain an up-to-date status report on all temporary permits issued. (7-1-93)

751. -- 799. (RESERVED)

800. PROCESSING.

01. Receipt of Application. Upon receipt of a properly filed Temporary Permit Application/Action form and the appropriate application fee, the Park Manager shall review the application and forward it, together with his comments, to the Region Supervisor. The Region Supervisor shall review the application and forward his comments along with the Temporary Permit Application/Action package, to the Chief, Development Bureau, IDPR for processing.

(7-1-93)

- **02. Time**. Processing of Temporary Permit Application/Action Forms shall not exceed one hundred twenty (120) days from the date of acceptance of a complete application by the Park Manager. Applications not acted on within one hundred twenty (120) days are deemed denied. (7-1-93)
- **03. Notification**. All applicants shall be notified in writing, by the development bureau chief, of the approval or denial of their application. (7-1-93)

801. -- 999. (RESERVED)

☑ IDAPA RULE☐ IDAPA FEE☐ BOARD ACTION REQUIRED☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
August 21-22, 2018
Indian Creek Park
314 Indian Creek Park Rd.
Coolin, ID 83821

AGENDA ITEM: AMENDMENT - IDAPA 26.01.20 Rules Governing the Administration of

Parks and Recreation Areas and Facilities. Surcharge Fee Assessment.

ACTION REQUIRED: BOARD APRROVAL REQUIRED

PRESENTER: Anna Canning, Management Services Administrator

PRESENTATION

BACKGROUND INFORMATION:

Last June, Operations Administrator Keith Hobbs presented a potential rule change to the Board concerning a surcharge fee assessment for failure to obtain and properly display payment of motor vehicle entrance fees and camping fees. (See attached Board Agenda Item for June 22, 2017.) The Board approved staff moving forward with the rule change.

Since that time, staff initiated the rule change with DFM. Staff was required to first go through the negotiated rule making process to solicit and work through any potential citizen concerns. Once that process was complete we would then need to initiate the proposed rule making process—which is the first step in the formal legislative process.

Staff completed the negotiated rule making process in August 2017. I received one email from the individual who originally noted the ambiguity in the rule. He indicated that the proposed change addressed his concerns. After the comment period ended, there was not sufficient time left in the year to complete the proposed rule process prior to the start of the 2018 Legislative Session. We were asked to hold off on the proposed rule process until the close of the legislative session.

We have now published the proposed rule and comments were due on July 25, 2018. We received no comments. The process assumes that the rule changed since the last time you reviewed it, so we are required to bring the rule back to the Board to ratify the proposed rule.

In this instance, the proposed rule has not changed since you saw it last year. Upon Board approval, we will submit the paperwork to have the proposed changes published as "Pending Rule". It will then make its way through the legislative process during the 2019 Legislative Session.

STAFF RECOMMENDATIONS:

Staff recommends that the Board approve the text of the proposed rule on surcharge fee assessment and submit to the Office of Administrative Rule as Pending Rule.

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

AGENDA Idaho Park and Recreation Board Teleconference Meeting June 22, 2017

IDPR Headquarters Boise, ID 83716

AGENDA ITEM: AMENDMENT - IDAPA 26.01.20 Rules Governing the Administration of

Parks and Recreation Areas and Facilities

ACTION REQUIRED: BOARD ACTION REQUIRED

PRESENTER: Keith Hobbs, Operations Administrator

PRESENTATION

BACKGROUND INFORMATION: IDPR currently is granted authority to assess a Fee Collection Surcharge via IDAPA 26.01.20 – Rules Governing the Administration of Parks and Recreation Areas and Facilities. IDAPA 26.01.20.225.6 authorizes the assessment of a \$10 surcharge to park users who fail to pay required park entrance and camping fees upon entering an Idaho State Park. Should park staff be required to enforce payment of required fees after the user has entered the park or occupied a campsite, an additional \$10 may be charged, above other required fees. The Fee Surcharge Assessment has proven to be a significant deterrent to park users choosing to pay required fees only when and if they are caught failing to do so. The current Surcharge Assessment Rule reads as follows.

IDAPA 26.01.20.225.6 **Fee Collection Surcharge**. A ten dollar (\$10) surcharge may be added to all established fees when the operator of a motor vehicle or responsible party of a camping unit fails to pay all 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 motor vehicle or camping unit. (3-27-13)

A recent user challenge to the application of the rule and discussion between Operations Staff and the Attorney General's Office has indicated the need for an amendment, in order allow the Fee Surcharge Assessment to be applied to park users who also fail to or choose not to display proof of payment. To better ensure compliance of required park entrance and camping fees and to ensure equity in the application of park rules to our users, failure to display proof of payment of park fees is considered the equivalent of failure to pay. This amendment adds language which states park users which fail to display proof of payment are subject to the Fee Collection Surcharge. This amendment is detailed in red on page 11, in the following draft IDAPA 20.10.20 Rules Governing the Administration of Parks and Recreation Areas and Facilities.

STAFF RECOMMENDATIONS: Staff recommends the Board direct staff to seek amendment to the Fee Collection Surcharge IDAPA Rule, as described in the provided draft IDAPA 26.01.20 Rules Governing the Administration of Parks and Recreation Areas and Facilities.

Table of Contents

26.1.20 - Rules Governing the Administration of Park and Recreation Areas and Facilities

0.	Legal Authority	3
1.	Title And Scope.	3
2.	Written Interpretations	
3.	Appeals.	3
4.	Incorporation By Reference.	3
5.	Office Office Hours Mailing Address And Street Address	
6.	Public Records Act Compliance	
007.	009. (Reserved)	
	Definitions	
011.	074. (Reserved)	6
075.	Authority Conferrable On Employees - Enforcement	6
076.	099. (Reserved)	7
	Penalties For Violations.	
101.	124. (Reserved)	7
125.	Preservation Of Public Property	7
	149. (Reserved)	
	Use Of Motor Vehicles	
	Parking Violations.	
152.	174. (Reserved)	8
	Public Behavior	
176.	199. (Reserved)	9
	Camping	
	Boating Facilities.	
	Overnight Use	
	224. (Reserved)	
	Fees And Services	
226.	249. (Reserved)	12
	Fee Schedule: Campsites	
251.	(Reserved)	13
252.	Fee Schedule: Motor Vehicle Entrance Fee	13
	(Reserved)	
	Fee Schedule: Group Facility	
	(Reserved)	
	Fee Schedule: Boating Facilities	
	(Reserved)	
	Fee Schedule: Special Fees	
	Fee Schedule: Winter Access Program Fees	
	274. (Reserved)	
275.	Criteria For Individual Campsite, Camping Cabin, And Yurt Reservations	15
	299. (Reserved)	

Table of Contents (cont'd)

300. Reserving Group Use Facilities	16
301 399. (Reserved)	16
400. Park Capacities.	.16
401. Operational Guidelines For Non-traditional Recreational Activities	.16
402 449. (Reserved)	16
450. Waterfront Area Restrictions	16
451 474. (Reserved)	17
475. Pets	
476 499. (Reserved)	17
500. Livestock	
501 524. (Reserved)	17
525. Fires	17
526 549. (Reserved)	17
550. Fireworks	17
551 574. (Reserved)	17
575. Protection Of Wildlife	17
576. Protection Of Historical, Cultural And Natural Resources	17
577 599. (Reserved)	18
600. Personal Safety, Firearms	
601 624. (Reserved)	18
625. Advertisements/Promotions/Demonstrations	18
626 649. (Reserved)	18
650. Authorized Operations.	18
651 674. (Reserved)	18
675. Department Responsibility.	18
676 999. (Reserved)	18

IDAPA 26 TITLE 01 CHAPTER 20

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

0. 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 Title 67, Chapter 42, Idaho Code, and the use and protection of lands and facilities subject to its jurisdiction. (1-1-94)

1. TITLE AND SCOPE.

- 1. 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)
- **2. 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)

2. 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)

3. 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)

4. INCORPORATION BY REFERENCE.

No documents have been incorporated by reference into these rules.

(3-16-04)

5. OFFICE -- OFFICE HOURS -- MAILING ADDRESS AND STREET ADDRESS.

- 1. Office Hours. Central office hours are 8 a.m. to 5 p.m., Mountain Time, Monday through Friday, except holidays designated by the state of Idaho. (3-30-06)
- **2. 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)
- **3. 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)

6. PUBLIC RECORDS ACT COMPLIANCE.

Any records associated with these rules are subject to the provisions of the Idaho Public Records Act, Title 74, Chapter 1, Idaho Code. (3-16-04)

7. -- 009. (RESERVED)

10. **DEFINITIONS.**

As used in this chapter:

(1-1-94)

1. ADA Campsites and Facilities.

- (3-30-06)
- a. ADA Designated Campsites. Campsites that have been designated and built to meet ADA

Section 000 Page 3

IDAHO ADMINISTRATIVE CODE Department of Parks and Recreation

IDAPA 26.01.20 - Rules Governing the Administration of Parks & Recreation Areas & Facilities

accessibility requirements. These campsites are not managed exclusively for ADA use.

(3-27-13)

- **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)
- **2. 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. (3-27-13)
 - a. The Annual Motor Vehicle Entrance Fee sticker expires December 31 of the year issued. (3-27-13)
- **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. (3-27-13)
- **c.** Automobiles, Trucks, Motorhomes. The sticker must be permanently affixed on the lower corner of the driver's side windshield. (3-27-13)
- **d.** All-Terrain Vehicles (ATVs), Utility Type Vehicles (UTVs), Specialty Off-Highway Vehicles (SOHVs). The sticker must be permanently affixed on the rear fender. (3-27-13)
 - e. Motorbikes. The sticker must be permanently affixed on the rider's right fork. (3-27-13)
- **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 validation sticker. It must be visible and legible at all times. (4-11-15)
- **3. Annual Motor Vehicle Entrance Fee Replacement**. Replacement due to a motor vehicle sale or damage to an existing annual motor vehicle entrance fee sticker. (3-27-13)
- **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 replacement sticker. (3-27-13)
 - **b.** Proof of purchase must be established.

- (3-27-13)
- **c.** Display and placement of the replacement sticker will comply with Subsections 010.02.c. through 010.02.f. of this Chapter. (3-27-13)
- **4. Board**. The Idaho Park and Recreation Board, a bipartisan, six (6) member Board, appointed by the Governor. (3-13-97)
- **5. 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, and provided the combined equipment and people fit within the designated camping area of the site selected, the maximum capacity will be one (1) family unit or a party of no more than eight (8) persons, two (2) tents and two (2) motor vehicles. No more than one (1) RV may occupy a site. Two (2) motorcycles are the equivalent of one (1) motor vehicle when determining campsite capacity. Each motorcycle will be subject to the MVEF. (3-29-17)
- **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)

6. Camping Day. (3-30-06)

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

Section 010 Page 4

IDAHO ADMINISTRATIVE CODE Department of Parks and Recreation

IDAPA 26.01.20 - Rules Governing the Administration of Parks & Recreation Areas & Facilities

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

07. 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)
- **8. Day Use**. Use of any non-camping lands and/or facilities between the hours of 7 a.m. and 10 p.m. unless otherwise posted. (3-30-06)
 - **Department**. The Idaho Department of Parks and Recreation.
- for mater board

(1-1-94)

- **10. 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)
- **11. Designated Roads and Trails.** Facilities recognizable by reasonable formal development, signing, or posted rules. (3-7-03)
 - **Director**. The Director and chief administrator of the Department, or the designee of the Director. (1-1-94)
- **13. Dock and Boating Facility**. Floats, piers, and mooring buoys owned or operated by the Department. (3-13-97)
- **14. 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. (4-4-13)
- **15. Extra Vehicle**. An additional motor vehicle without built in sleeping accommodations registered to a camp site. (3-27-13)

16. 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)
- **17. 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)
- **18. 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. (3-27-13)
 - a. Idaho State Parks Passport sticker expires concurrent with the expiration of that vehicle's

Section 010 Page 5

IDAHO ADMINISTRATIVE CODE Department of Parks and Recreation

IDAPA 26.01.20 - Rules Governing the Administration of Parks & Recreation Areas & Facilities

(3-30-06)

registration. (3-27-13)

- **b.** Display and placement of the Idaho State Parks Passport will comply with Subsections 010.02.c. through 010.02.f. of this rule. (3-27-13)
- **19. Idaho State Parks Passport Replacement**. Replacement due to a motor vehicle registration transfer or damage to an existing passport. (3-27-13)
- **a.** The applicant must apply in person to their county Department of Motor Vehicles' office for this replacement sticker. (3-27-13)
- **b.** Display and placement of the replacement sticker will comply with Subsections 010.02.c. through 010.02.f. of this rule. (3-27-13)
- **20. Motor Vehicle**. Every vehicle that is self-propelled except for vehicles moved solely by human power and motorized wheelchairs. (3-27-13)
- 21. 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 p.m. on date of purchase or as posted; overnight camping use expires upon checkout which is 1 p.m. for a campsite and 12 noon for a facility. (3-27-13)
- **22. 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 p.m. and 7 a.m. unless otherwise posted. (4-4-13)
- **23. Overnight Use Fee**. A fee charged for overnight use of non-camping lands between the hours of 10 p.m. and 7 a.m. (4-4-13)
- **24. 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)
- **25. 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 motorhome. It does not include pickup hoods, shells, or canopies designed, created, or modified for occupational use. (Section 39, Idaho Code) (3-27-13)
 - **26. Standard Amenities.** Campsite with no serviced amenities.
 - **27. Serviced Amenities.** Serviced campsite amenities includes water, electricity, or sewer. (3-30-06)
 - **28. Primary Season**. The time of the year when the majority of use occurs at a park facility. (3-7-03)
- **29. 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)
- **30. 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)

75. AUTHORITY CONFERRABLE ON EMPLOYEES - ENFORCEMENT.

1. **Director Authority**. The Director may, pursuant to Section 67-4239, Idaho Code, authorize any

Section 075 Page 6

IDAHO ADMINISTRATIVE CODE Department of Parks and Recreation

IDAPA 26.01.20 - Rules Governing the Administration of Parks & Recreation Areas & Facilities

employee of the Department to exercise any power granted to, or perform any duty imposed upon the Director.

(3-7-03)

2. 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)

76. -- 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)

- 1. 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)
- **2. 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 MOTOR VEHICLES.

Except where otherwise provided, motor vehicles may enter or be operated 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 motor 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 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. (3-27-13)

- 1. 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)
- **2. 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)
- **3. 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)

Section 100 Page 7

- **4. 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)
- **5. 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)
- 6. 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)
- **7. Restrictions**. The operation of motor vehicles within a designated campground is restricted to ingress and egress to a campsite or other in-park destination by the most direct route. (3-27-13)
- **8. Official Use**. This rule does not prohibit official use of motor vehicles by Department employees anywhere within lands administered by the Department. (3-27-13)

151. PARKING VIOLATIONS.

- 1. Land or Facilities Administered by the Department. 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. (4-4-13)
- 2. **Designated Campgrounds**. 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.

 (4-4-13)
- 3. **Designated Overnight Use Area**. 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.

 (4-4-13)
- **4. Fee Collection Surcharge**. Any person stopping, standing, or parking a motor vehicle or trailer without payment or properly displaying proof of payment of all required fees is subject to the fee collection surcharge as provided in Subsection 225.06 of this chapter. (4-4-13)
- **5. Citations for Violations.** 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 67-4237, Idaho Code. (4-4-13)

152. -- 174. (RESERVED)

175. PUBLIC BEHAVIOR.

- 1. 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)
- **2. Day Use**. Between the hours of 10 p.m. and 7 a.m., unless otherwise posted, all personal property must be removed from the day use area. (3-27-13)
- 3. Quiet Hours. Within lands administered by the Department, the hours between 10 p.m. and 7 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)
 - 4. Noise. Amplified sound, poorly muffled vehicles, loud conduct, or loud equipment are prohibited

Section 151 Page 8

IDAHO ADMINISTRATIVE CODE Department of Parks and Recreation

IDAPA 26.01.20 - Rules Governing the Administration of Parks & Recreation Areas & Facilities

within lands administered by the Department, except in designated areas or by authority of the park manager.

(1-1-94)

- **5. Alcohol**. State laws regulating alcoholic beverages and public drunkenness shall be enforced within lands administered by the Department. (3-30-01)
 - **6. Littering.** Littering is prohibited within lands administered by the Department. (1-1-94)
- **7. 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.

- 1. Occupancy. Camping shall be permitted only in designated campsites, areas, or facilities. A campsite or facility will be determined occupied only after all required fees have been paid, 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. (3-27-13)
- **2. Self Registration**. In those areas so posted, campers shall register themselves for the use of campsites and facilities, paying all required fees as provided for herein and in accordance with all posted instructions. (3-27-13)
- 3. 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)
- **4. Registration Required**. All required fees must be paid, 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.

(3-27-13)

- **5. Condition of Campsite.** Campers shall keep their individual or group campsite or facility and other use areas clean. (3-30-06)
- **6. 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)
- **7. Motorized Equipment**. No generators or other motorized equipment emitting sound and exhaust are permitted to be operated during quiet hours. (7-1-93)
- 8. Campsite Parking. All 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. (3-27-13)
- **9. 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 p.m. of the day following the last paid night of camping. (3-30-06)

Section 200 Page 9

- **b.** Facility. Campers are required to check out and leave a clean individual or group camping facility by 12 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)

- 1. 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)
- **2. Moorage Fees.** Vessels moored between 10 p.m. and 7 a.m. at designated facilities shall be charged an overnight moorage fee. (3-30-06)
- 3. Use of Onshore Campsites. If any person or persons from a vessel moored at a Department boating facility also occupies any designated campsite onshore, all required fees for such campsite(s) shall be paid in addition to any moorage fee provided herein. (3-27-13)
- **4. Self-Registration**. In those areas so posted, boaters shall register themselves for the use of marine facilities and onshore campsites, paying all required moorage and campsite fees as provided for herein and in accordance with all posted instructions. (3-27-13)

202. OVERNIGHT USE.

- 1. 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.

 (4-4-13)
- **2. 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. (4-4-13)
- **3. 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.

 (4-4-13)
- 4. 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. (4-4-13)
- **5. Registration Required.** All required fees must be paid, registration information completed, and all permits properly displayed prior to occupying an overnight use area. (4-4-13)
- **6. Check Out**. Overnight users are required to check out by 1 p.m. of the day following the last paid overnight of use. (4-4-13)

Section 201 Page 10

- **7. 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. (4-4-13)
- **8. Overnight Use Prohibited**. Overnight use is prohibited except in areas specifically designated for overnight use or by authorization of the park manager or designee. (4-4-13)

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 required fees. (3-27-13)
- **b.** Park managers or designees may set fees for goods available for resale and services provided by staff 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. (3-27-13)
- **2. 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)
- **3. 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 people may be approved by the Director with forty-five (45) days advance notice. (3-27-13)
- **c.** The motor vehicle entrance fee may be charged to groups entering a designated area for a non-camping visit. (3-27-13)
- **5. 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)
- 6. Fee Collection Surcharge. A ten dollar (\$10) surcharge may be added to all established fees when the operator of a motor vehicle or responsible party of a camping unit fails to pay all required fees or fails to properly display proof of payment for 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 motor vehicle or camping unit. (3-27-13)
- **7. 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)
- **8. Cooperative Fee Programs**. The Department may collect and disperse fees in cooperation with fee programs of other state and federal agencies. (3-10-00)
- **9. Encroachment Permit Application Fee**. 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). (3-27-13)

Section 225 Page 11

226. -- **249.** (RESERVED)

250. FEE SCHEDULE: CAMPSITES.

1. Campsites:

CAMPSITE FEE TABLE Maximum Fee Allowed	
Primitive Campsite No amenities at site, camping area not defined	\$23/day
Standard Campsite Any defined campsite, either tent pad or RV pad/area (may include: table and/or grill)	\$26/day
Serviced Campsite/ W Any defined campsite, either tent pad or RV pad/area, with water at site (may include: table and/or grill)	\$30/day
Serviced Campsite/ E Any defined campsite, either tent pad or RV pad/area, with electricity at site (may include: table and/or grill)	\$30/day
Serviced Campsite/ W, E Any defined campsite, either tent pad or RV pad/area, with water and electricity at site (may include table and/or grill)	\$34/day
Serviced Campsite/ W, E, SWR Any defined campsite, either tent pad or RV pad/area, with water, electricity, and sewer at site (may include table and/or grill)	\$36/day
Companion Campsite 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)
Amenity Fee for Central Water 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
Amenity Fee for Flush-Toilets/Showers Applies to "Standard" campsites in campgrounds with Flush-Toilets/Showers. The Amenity Fee is charged in addition to the Standard Campsite fee.	\$2/night
Use of Campground Showers by Non-campers	\$3/person
Overnight Use Fee per motor vehicle or trailer per night Applies to non-campers leaving a motor vehicle or trailer on park property overnight.	\$10/night
Limited Income Discount - 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
Resident Disabled Idaho Veterans - Campsite fees are waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	

Section 250 Page 12

CAMPSITE FEE TABLE Maximum Fee Allowed	
Senior Citizen Discount - 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
Camping Cabins and Yurts	\$200/night
Each additional person above the sleeping capacity of camping cabin or yurt	\$12/night

(7-1-14)

2. Reservation Service Fees, Individual Campsite or Facility. A non-refundable non-transferable (from one 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)

251. (**RESERVED**)

252. FEE SCHEDULE: MOTOR VEHICLE ENTRANCE FEE.

MOTOR VEHICLE ENTRANCE FEE TABLE. Maximum Fee Allowed	
Annual Motor Vehicle Entrance Fee per motor vehicle	\$40
Daily charge per motorized vehicle	\$5
Annual Motor Vehicle Entrance Fee Replacement per motor vehicle	\$5
Daily charge per commercial motor coach (no annual pass available)	\$25
Disabled Idaho Resident Veterans - The motor vehicle entrance fee is waived for resident Idaho veterans showing proof of a one hundred percent (100%) permanent and total service related disability	
Idaho State Parks Passport per motor vehicle.	\$10
Idaho State Parks Passport Replacement per motor vehicle	

(3-27-13)

253. (**RESERVED**)

254. FEE SCHEDULE: GROUP FACILITY.

Group Facility Fees. Reservation service fee, designated group campground or facility.

(3-30-06)

1. Non-Refundable, Non-Transferable. 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. (4-4-13)

Section 252 Page 13

- **2. Individual Fees.** 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.

 (4-4-13)
- 3. Cleaning and Damage Deposits. 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. (4-4-13)
- **4. Day Use**. 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. (4-4-13)

255. (**RESERVED**)

256. FEE SCHEDULE: BOATING FACILITIES.

Boating Facilities:

BOATING FACILITIES FEE TABLE Maximum Fee Allowed	
Vessel launching - per vessel/per day Annual Motor Vehicle Entrance Fee, Idaho State Parks Passport, or motor vehicle entrance fee apply toward vessel launching fees	\$5/ day
Overnight moorage - any length of vessel. (Applicable to persons who have paid for a park campsite and are not camping on the vessel)	\$9/night
Overnight moorage - persons camping on vessel Any length vessel Any length vessel moored at buoy	\$10/night \$9/night

(3-27-13)

257. (**RESERVED**)

258. FEE SCHEDULE: SPECIAL FEES.

- **1. 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)
 - **2. Sales Tax.** Applicable sales tax may be added to all sales excluding the day use fee. (3-30-06)
- **3. Special Charges.** The cost to the agency for returned checks will be passed on to the issuer of the insufficient funds check. (4-4-13)
 - **4. Length of Stay.** Fifteen (15) days in any consecutive thirty (30) day period. (3-30-06)

259. FEE SCHEDULE: WINTER ACCESS PROGRAM FEES.

WINTER ACCESS PROGRAM FEE TABLE Maximum Fee Allowed	
Winter Access Daily per Person Pass per person per season	\$6
Winter Access Daily Family Pass per family per season	\$100
Winter Access Individual Season Pass per person per season	\$50

Section 256 Page 14

WINTER ACCESS PROGRAM FEE TABLE Maximum Fee Allowed	
Winter Access Couples Season Pass per couple per season	\$75

- 1. Winter Access Program Fee Daily Pass. A fee of six dollars (\$6) per person per day and one hundred dollars (\$100) per family per season will be required at Board-approved premium winter access locations. These programs may include: maintained parking areas, warming facilities, winter accessible restroom facilities, regularly groomed trails, extensive signing, trail mapping, and ski patrol services. (7-1-14)
- 2. Winter Access Program Fee Season Pass. A fee of fifty dollars (\$50) per Individual Season Pass per person per winter access season and a fee of seventy-five dollars (\$75) per Couples Season Pass per couple per winter access season will be required at Board-approved premium winter access locations. These programs may include maintained parking areas, warming facilities, winter accessible restroom facilities, regularly groomed trails, extensive signing, train mapping, and ski patrol services. (7-1-14)

260. -- 274. (RESERVED)

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

1. Confirmation Requirements.

(3-30-06)

- **a.** Confirmation of an Individual Campsite or Facility Reservation. Full payment of all required fees shall be made before a reservation is confirmed. (3-27-13)
 - **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 required fees shall be made before a reservation is confirmed. (3-27-13)
- ii. Payment of all 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. (3-27-13)
- **2. 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)
- **3. 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)

4. 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. A reservation service fee will be assessed for the cancellation of a reservation. If a cancellation for a group facility occurs 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

Section 275 Page 15

IDAHO ADMINISTRATIVE CODE Department of Parks and Recreation

IDAPA 26.01.20 - Rules Governing the Administration of Parks & Recreation Areas & Facilities

of fifty dollars (\$50) 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.

5. 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.

- **1. 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)
- **2. 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)
- **3. 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)
- **4. 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.

- 1. Swimming. Swimming or water contact shall be at an individual's own risk. (3-7-03)
- **2. Restrictions on Designated Beaches**. No glass containers or pets are allowed on designated beaches or swim areas. (3-7-03)
- **3. Restricted Areas**. Vessels shall remain clear of designated beaches and other areas signed and buoyed for public safety. (3-7-03)
- **4. 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)

Section 300 Page 16

5. Compliance with Laws. Vessels operating on public waters administered by the Department shall fully comply with the Idaho Safe Boating Act, Title 67, Chapter 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.

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)

- 1. 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)
- **2. 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

Section 475 Page 17

IDAHO ADMINISTRATIVE CODE Department of Parks and Recreation

IDAPA 26.01.20 - Rules Governing the Administration of Parks & Recreation Areas & Facilities

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.

- **1. 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)
- **2. Political Advertising**. Political advertising is strictly prohibited within any lands administered by the Department. (3-30-06)
- **3. 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)

1. Beg or Solicit for Any Purpose.

(7-1-93)

2. Game or Operate a Gaming Device of Any Nature.

- (7-1-93)
- 3. **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 thantwenty-four (24) hours will be removed at the owner's expense. (3-7-03)
- **4. 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)

Section 600 Page 18

Subject Index

\mathbf{A}	Day Use 5	0
Advertisements/Promotions/	Department 5	Operational Guidelines for Non-
Demonstrations 18	Designated Beach 5	traditional Recreational
Demonstrations 18	Designated Roads & Trails 5	Activities 16
Political Advertising 18	Director 5	Overnight Use 10
Printed Material 18	Dock & Boating Facility 5	Check Out 10
Authority Conferrable On Employees -	Encroachments 5	Length of Stay 10
Enforcement 6	Extra Vehicle 5	Occupancy 10
Director Authority 6	Facilities 5	Overnight Use Fees 10
Park Manager Authority 7	Group Use 5	Overnight Use Prohibited 11
Authorized Operations 18	Motorized Vehicle 6	Registration Required 10
-	Overnight Use 6	Responsible Party 11
B	Overnight Use Fee 6	Self Registration 10
Boating Facilities 10	Park or Program Manager 6	-
Moorage & Use of Marine	Primary Season 6	P
Facilities 10	Serviced Amenities 6	Park Capacities 16
Moorage Fees 10	Standard Amenities 6	Parking Violations 8
Self-Registration 10	Vessel 6	Citations for Violations 8
Use of Onshore Campsites 10	Vessel Length 6	Designated Campgrounds 8
C	Department Responsibility 18	Designated Overnight Use
Camping 9	F	Area 8
Camping Prohibited 10	Fee Schedule	Fee Collection Surcharge 8
Campsite Parking 9	Boating Facilities 14	Land or Facilities Administered by
Check Out 9	Campsites 12	the Department 8
Condition of Campsite 9	Group Facility 13	Penalties For Violations 7 Civil Claim 7
Equipment 9	Cleaning and Damage	Violators 7
Length of Stay 9	Deposits 14	Personal Safety, Firearms 18
Liquid Waste Disposal 9	Day Use 14	Pets 17
Motorized Equipment 9	Individual Fees 14	Preservation of Public Property 7
Occupancy 9	Non-Refundable, Non-	Protection Of Historical, Cultural &
Registration Required 9	Transferable 13	Natural Resources 17
Responsible Party 10	Motor Vehicle Entrance Fee 13	Land-use Restrictions 17
Self Registration 9	Special Fees 14	Spreading of Human Ashes 17
Visitors 10	Length of Stay 14	Protection Of Wildlife 17
Camping Day, Definitions 4	Modification of Fees 14	Public Behavior 8
Campsites	Sales Tax 14	Alcohol 9
Reservation Service Fees,	Special Charges 14	Day Use 8
Individual Campsite or	Winter Access Program Fees 14	Littering 9
Facility 13	Daily Pass 15	Noise 8
Criteria For Individual Campsite,	Season Pass 15	Quiet Hours 8
Camping Cabin, & Yurt	Fees & Services 11	Resisting & Obstructing a Park
Reservations 15	Admission Fees 11	Employee Prohibited 8
Confirmation Requirements 15	Authority 11	Smoking 9
Individual Campsite & Facility	Camping 11	R
Reservations 15	Cooperative Fee Programs 11	
Park Manager Authority 16 Reservation Cancellations 15	Encroachment Permit Application	Reserving Group Use Facilities 16 Additional Information 16
Reservation Modifications 15	Fee 11 Fee Collection Surcharge 11	General 16
Reservation Wodifications 13	Fees & Deposits 11	Park Manager Authority 16
D	General Provisions 11	Responsible Party 16
Definitions, IDAPA 26.01.20 3	Group Use 11	•
ADA Accessible Facilities 4	Fires 17	${f U}$
ADA Campsites & Facilities 3	Fireworks 17	Use of Motor Vehicles 7
Board 4		Compliance With Posted
Camping Day 4	${f L}$	Regulatory Signs Required 8
Camping Unit 4	Livestock 17	Motorcycle & ATV Safety
Campsite 5		Helmets 7

Subject Index (Cont'd)

Obedience to Traffic Direction
Required 8
Official Use 8
Overdriving Road Conditions &
Speeding Prohibited 7
Restrictions 8
Snowmobile Operation
Limited 8
Use of Parking Spaces for Persons
With a Disability 7

W

Waterfront Area Restrictions 16
Compliance with Laws 17
Ramps & Docks 16
Restricted Areas 16
Restrictions on Designated
Beaches 16
Swimming 16

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

AGENDA

Idaho Park and Recreation Board Teleconference Meeting
August 21 & 22, 2018
Priest Lake State Park
Coolin, Idaho

AGENDA ITEM: AMENDMENT - IDAPA 26.01.23 Rules Governing Filming Within Idaho State

Parks

ACTION REQUIRED: BOARD ACTION REQUIRED

PRESENTER: Anna Canning, Management Services Administrator for

Keith Hobbs, Operations Administrator

PRESENTATION

BACKGROUND INFORMATION: IDPR is authorized through IDAPA Rule to manage the production of Commercial Filming within Idaho State Parks. This authority allows park managers to require permits of park users who enter Idaho State Parks with the intent of recording commercial images. Each permit requires a \$100 application fee. The original intent of the rule was to address the need to manage film productions which might occur within a state park, but the rule has been historically applied to all forms of image recording, if there was a potential for revenue generation.

With the rise of small, easily accessible, high-quality recording equipment, the creation of commercial quality images is no longer only in the hands of professionals. Almost all park users now have the ability to record and produce high definition still and moving images. This change in recent years has greatly increased the difficulty of park staff to administer this rule and has resulted in the rule's inconsistent application. Additionally, the large influence of social media has created numerous public outlets for the easy and economical display of still and moving images, in both profit and for non-profit platforms. In both cases, there is value to IDPR in the display of our parks and recreation sites.

IDPR staff feel the original intent of the rule needs to be maintained to ensure authority exist to manage film productions within Idaho State Parks which may potentially impact park resources, the visitor experience, or create a significant revenue opportunity. However, changes in available technology and increases in the opportunities for photographers to display their work has significantly increased the difficulty of park staff to administer the rule. Additionally, the rule could be considered stifling to what some define as free promotion of IDPR park and recreation sites.

Staff suggest modifications to existing IDAPA rule to better accommodate photographers with meager commercial aspirations, to encourage the promotion of IDPR park and recreation sites and to reduce staff time devoted to monitoring image recording within their park. Suggested amendments are provided in red in the following draft of IDAPA 26.01.23 – Rules Governing Filming Within Idaho State Parks.

STAFF RECOMMENDATION: Staff recommends the Board direct staff to seek amendment to the Filming Within Idaho State Parks rule, as described in the provided draft IDAPA 26.01.23 Rules Governing Filming Within Idaho State Parks.

Table of Contents

26.01.23 - Rules Governing Filming Within Idaho State Parks

000. Legal Authority	2
001 002. (Reserved)	2
003. Appeals	
004 009. (Reserved)	
010. Definitions	
011 049. (Reserved)	
050. Filming Within State Parks	
051 099. (Reserved)	
100. Filming Permit Application, Fee, And Conditions	2
101 149. (Reserved)	
150. Approval Or Disapproval Of Film Permit Application	
151 199. (Reserved)	3
200. Issuance And Revocation Of Film Permit	3
201 249. (Reserved)	3
250. Additional Fees And Release Of Bond Or Damage Deposit	3
251 299. (Reserved)	4
300. Waiver Of Fees	4
301 349. (Reserved)	
350. Copies Of Finished Productions	
351 999. (Reserved)	

IDAPA 26 TITLE 01 CHAPTER 23

26.01.23 - RULES GOVERNING FILMING WITHIN IDAHO STATE PARKS

1. LEGAL AUTHORITY.

These rules are promulgated by the Idaho Parks and Recreation Board pursuant to Section 67-5201, et seq., Idaho Code, and Section 67-4223, Idaho Code, in order to establish procedures for the issuance of permits for filming within state parks.

(7-1-93)

2. -- 002. (RESERVED)

3. APPEALS.

Any requester who believes he has been adversely affected by the decision of the director may appeal that decision as outlined under IDAPA 26.01.01.250, "Rules of Administrative Procedure of the Idaho Park and Recreation Board."

(7-1-93)

4. -- 009. (RESERVED)

10. **DEFINITIONS.**

Certain terminology and phrases used in these rules shall have the following meanings unless a different meaning is expressly provided or unless the context clearly indicates otherwise. (7-1-93)

- Applicant. An individual or organization who submits an application to the Department to film within state parks, or within lands managed by the Department. for other than personal or news purposes.
- Commercial Filming. Unless as defined as Exempt Filming, all recording of moving or still images by use of film, magnetic or digital media or other recording media for the purpose of generating revenue, or that makes use of sets, props or models or that requires on-site management to protect park resources or minimize visitor conflicts. (7-1-93)
- **2. Department**. The Idaho Department of Parks and Recreation.

(7-1-93)

- Director. The director of the Idaho Department of Parks and Recreation or the designee of the director.
- Exempt Filming. All recording of moving or still images by use of film, magnetic or digital
 media or other recording media not for the purpose of generating revenue, or still photography
 which does not require the use of sets, props or models or require on-site management to
 protect park resources or minimize visitor conflicts. Filming for news purposes is considered
 Exempt Filming.

(7-1-93)

- **3. Film and Filming.** Still and movie camera filming and video taping The recording of moving or still images by use of film, magnetic or digital media or other recording media. (7-1-93)
 - **Filmmaker**. An applicant who has received approval to film within state parks, or lands managed by the Department, through the issuance of a filming permit by the director. (7-1-93)

11. -- 049. (RESERVED)

50. FILMING WITHIN STATE PARKS.

The Department recognizes the desire of individuals and organizations to film within the state parks. Individuals and organizations may film within state parks, or lands managed by the Department, without a filming permit, when the filming purpose is consistent with the definition of Exempt Filming. in a manner which is not disruptive to park users or resources when the filming is for personal or news purposes. Individuals and organizations that desire to conduct Commercial Filming film-within state parks, or lands managed by the Department, for other than personal or news purposes—may do so only after acquiring a filming permit, in accordance with the filming permit

Section 000 Page 2

51. -- **099**. (**RESERVED**)

100. FILMING PERMIT APPLICATION, FEE, AND CONDITIONS.

Persons or organizations that desire to <u>conduct Commercial Filming film</u> within a state park <u>or lands managed by the Department</u>, for other than personal or news purposes shall complete and submit a film permit application, on forms provided by the director, to the <u>Idaho-Park Manager of the park</u>, or parks, in which the filming will take <u>place.Department of Parks and Recreation</u>, <u>Statehouse Mail</u>, <u>Boise</u>, <u>ID 83720</u>. (7-1-93)

- 1. **Application Fee**. Each application shall be accompanied by a nonrefundable application fee of one hundred dollars (\$100) which shall be in the form of a check or money order payable to the Idaho Department of Parks and Recreation. (7-1-93)
 - **2. Conditions.** All applicants shall agree to film in a manner which is compatible with the activities of

Section 000 Page 2

IDAHO ADMINISTRATIVE CODE Filming Department of Parks and Recreation

IDAPA 26.01.23 - Rules Governing Within Idaho State Parks

park visitors, does not damage facilities or resources, does not disrupt wildlife, does not imply the endorsement of the Department for the content of the film, acknowledges the cooperation of the Department, and conforms with all of the applicable statutes, rules, policies, and procedures of the Department and the instructions of the department staff who supervise the filming.

(7-1-93)

101. -- 149. (RESERVED)

150. APPROVAL OR DISAPPROVAL OF FILM PERMIT APPLICATION.

The director shall approve or disapprove a film permit application and establish the filming locations, time periods, and conditions for an approved application. The director may require an approved applicant to submit the following to the Department prior to the issuance of a film permit:

(7-1-93)

- 1. Fees. Fees payable to the Idaho Department of Parks and Recreation in the form of a check or money order in an amount, as determined by the director, which covers the charges for the facilities to be used by a filmmaker and any staff costs to be incurred by the Department due to the filming that are beyond the regular responsibilities of the staff of the Department. (7-1-93)
- **2. Security**. A bond or damage deposit payable to the Idaho Department of Parks and Recreation in an amount, as determined by the director, which is sufficient to cover any damages to park resources or facilities which may occur during the filming; and (7-1-93)
- **3. Proof of Insurance**. Certification that an approved applicant has liability insurance in an amount, as determined by the director, which is sufficient to cover any liability costs associated with the actions of a filmmaker during filming, and that the State of Idaho and the Idaho Department of Parks and Recreation be named as insured parties. (7-1-93)

151. -- 199. (RESERVED)

200. ISSUANCE AND REVOCATION OF FILM PERMIT.

- 1. **Issuance**. The director or designee of the director, shall issue a film permit to an approved applicant after the applicant has submitted to the Department any fees, bond or damage deposit, and insurance certification established pursuant to Section 150 of this chapter. (7-1-93)
- **2. Revocation**. If a filmmaker does not comply with all of the applicable statutes, rules, policies, and procedures of the Department and the instructions of the department staff who supervise the filming, the director may revoke a film permit. (7-1-93)

201. -- 249. (RESERVED)

250. ADDITIONAL FEES AND RELEASE OF BOND OR DAMAGE DEPOSIT.

After completion of filming the director shall determine if any additional fees are to be assessed a filmmaker and whether or not any bond or damage deposit submitted to the Department by a filmmaker may be released. (7-1-93)

- 1. **Release of Security**. If the director determines that no additional fees are to be assessed and that a bond or damage deposit is to be released, then a bond or damage deposit shall be returned to a filmmaker. (7-1-93)
- **2. Notice of Deficiency**. If the director determines that additional fees are to be assessed or that a bond or damage deposit is not to be released, then the filmmaker shall be so informed. (7-1-93)
- **3. Payment of Deficiency**. If a filmmaker pays additional fees in the form of a check or money order payable to the Idaho Department of Parks and Recreation which is submitted to the Department within thirty (30) days of receipt of the notice to pay the fees, then the director shall return a bond or damage deposit to a filmmaker.

 (7-1-93)
- **4. Claim on Security.** If a filmmaker does not pay additional fees within the time period and in accordance with the procedures set forth above, then the director or designee of the director shall exercise the rights

Section 150 Page 3

IDAHO ADMINISTRATIVE CODE

IDAPA 26.01.23 - Rules Governing

Filming Department of Parks and Recreation Parks

Within Idaho State

of the Department under a bond or damage deposit to pay the additional fees and so inform a filmmaker. (7-1-93)

251. -- 299. (RESERVED)

300. WAIVER OF FEES.

Application fees will be waived for filming done by nonprofit organizations. The director or designee of the director may also waive fees for filming done for a nonprofit organization by a commercial production company. If a commercial production is to occur during regular park hours, will take fewer than eight (8) hours on location, and will require minimal supervision from department staff, the director may waive fees. All other conditions shall be met.

(7-1-93)

301. -- 349. (RESERVED)

350. COPIES OF FINISHED PRODUCTIONS.

Applications shall furnish an archive copy of the finished production to the Department. Public performance and reproduction rights will be retained by the owner of the material, and the Department reserves no rights to editorial control. Copies can be in any form that reasonably records that part of a production photographed on or from property administered by the Department. (7-1-93)

351. -- 999. (RESERVED)

Section 300 Page 4

Subject Index

```
Additional Fees & Release Of Bond Or
   Damage Deposit 3
      Claim on Security 3
      Notice of Deficiency 3
      Payment of Deficiency 3
      Release of Security 3
 Approval Or Disapproval Of Film
Permit Application 3
     Fees 3
      Proof of Insurance 3
      Security 3
\mathbf{C}
 Copies Of Finished Productions 4
 Definitions, IDAPA 26.01.23 2
      Applicant 2
      Department 2
      Director 2
      Film & Filming 2
     Filmmaker 2
 Filming Permit Application, Fee, &
   Conditions 2
      Application Fee 2
      Conditions 2
 Filming Within State Parks 2
 Issuance & Revocation Of Film
   Permit 3
      Issuance 3
      Revocation 3
 Waiver Of Fees 4
```

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

AGENDA
Idaho Park and Recreation Board Meeting
August 21-22, 2018
Indian Creek Park
314 Indian Creek Park Rd.
Coolin, ID 83821

AGENDA ITEM: Grant Advisory Committee Appointments

ACTION REQUIRED: Board Action Required

PRESENTER: Steve Martin

PRESENTATION

BACKGROUND INFORMATION:

The Department has fifteen (15) citizen advisory committee positions to appoint.

Positions that need to be appointed include: three Recreational Vehicle Fund positions, three Waterways Improvement Fund positions, five Off-Road Motor Vehicle Fund positions, and four Recreational Trails Program Fund positions.

Following this agenda item is a summary of the candidates and staff recommendations as well as the application forms from each applicant with pertinent registration information for the equipment the potential applicant owns.

STAFF RECOMMENDATIONS:

Staff recommends that the Board nominate and appoint committee members to the appropriate committees from the applicant list provided.

The Department has fifteen (15) citizen advisory committee positions expiring this year.

Positions to be appointed include:

- Three (3) Recreational Vehicle Fund
- Three (3) Waterways Improvement Fund
- Five (5) Off-Road Motor Vehicle Fund
- Four (4) Recreational Trails Program

Recreational Vehicle Fund Advisory Committee

IDPR needs to fill the Recreational Vehicle Fund position for District II, District III and District V. To date, IDPR staff has received Four (4) applications. The candidates meet the minimum criteria and are eligible for appointment.

District II

Lynn Moss is from Lewiston, Idaho. He is an avid recreationist. He worked for the City of Lewiston's Parks and Recreation Department for thirty-two years. He is familiar with the grant process as an applicant and has served on several local and state committees including the Land and Water Conservation Fund Advisory Committee. **Equipment:** 2018 Grand Design Imagine 2670MK, NI9487R – On File & Current (2018)

Ronald Jones is from Viola, Idaho. He is an avid recreationist. He is a retired ranger with the California State Parks, a volunteer for the Forest Service, and was the chairman of the Latah County Parks and Recreation Advisory Board. *Equipment*: 2011 Keystone Cougar 27' 5th wheel, CMS 484, License #IL6756R— On File & Current (2018)

District III

Brad Foltman is a current member of the RV committee representing District III. He an Idaho Fish and Game alumni, he served as the Idaho State Budget Director, is a member of the Friends of Idaho State Parks and is an avid sportsman. **Equipment:** 1/7 Forest River Microlite Travel Trailer, Flagstaff 25FKS, CNC468 – On File & Current (2018)

District V

Michael Mason is from Pocatello, Idaho. He is a lifelong Idaho resident and enjoys numerous outdoor actives including camping. **Equipment:** 2017 Jayco Jay Flight SLX, 212QBW – On File & Current (2018)

Recommendation:

IDPR staff recommends appointing Lynn Moss to District II; Brad Foltman to District III; and Michael Mason to District V of the Recreational Vehicle Advisory Committee.

Waterways Improvement Fund Advisory Committee

IDPR needs to fill the Waterways Improvement Fund position for District I, District III and District IV. To date, IDPR staff has received Four (4) applications. All of the candidates meet the minimum criteria and are eligible for appointment.

District I

Robert Bjelland is from Coeur d'Alene, Idaho. He is a current member of the Kootenai County Parks and Waterways Advisory Board. He was a Marine Deputy for eleven years and is an avid recreationist. *Equipment:* 2013 Riverhawk, 2200GBX, ID5976 AV – On File & Current (2018)

District III

Justin Harrison is a current member of the WIF committee representing District III. He has extensive boating experience. **Equipment:** 1989 Spyder Sport, ID 8820U – On File & Current (2018)

District IV

Lamar Waters is a current member of the WIF committee representing District IV. **Equipment:** 1975 13' Boston Whaler, ID 1552AL – On File & Current (2018)

Kent Warr is an avid recreationist, who has been boating for over 50 years. **Equipment:** 1994 Mariah, ID 1691 AC – On File & Current (2018)

Recommendation:

IDPR staff recommends appointing Robert Bjelland to District I; Justin Harrison to District III; and Lamar Waters to District IV of the Waterways Improvement Fund Advisory Committee.

Off-Road Motor Vehicle Advisory Committee

IDPR needs to fill the Off-Road Motor Vehicle positions for District I & II (Motorbike/ATV), District I & II (Snowmobiling), District III & IV (Non-Motorized Use), District V &VI (Snowmobiling), and District V & VI (Non-Motorized Use). To date, IDPR staff has received Seven (7) applications. All but one of the candidates meet the minimum criteria and are eligible for appointment.

District I & II/ Motorbike/ATV

Edward (Larry) White is a current member of the ORMV committee representing District I & II (Motorbike/ATV). He is an avid recreationist, a member of the Kootenai County Sheriff's OHV Committee and a member of the Panhandle Trail Rider's Association. **Equipment:** 2015 KTM 690 Enduros – On File & Current (2018)

District I & II/ Snowmobiling

Shawn Slinkard is from Sandpoint, Idaho. He is an avid snow biker, motorcyclist, and snowmobiler. He is also the President of the Sandpoint Winter Rider's Snowmobile Club and an AMA member. **Equipment:** 2008 Polaris Dragon 700, 008665 – On File & Current (2018)

Joseph Wuest is from Hayden, Idaho. He is a member of the Kootenai County Snowmobile Advisory Board and a member of the Coeur d'Alene Snowmobile Club. He is also a member of the Idaho State Snowmobile Association and the Coeur d'Alene River Ranger District trails working group. **Equipment:** 2018 Timbersled Snow bike, 2017 Husqvarna 501 FE Motorbike, 012372 – Not on File (2018)

District III & IV/ Non-Motorized Use

Jake Howard is from Boise, Idaho. He is an avid recreationist, an IDPR alumni and was the executive director for the State of Idaho Outfitters and Guides Licensing Board.

District V & VI/ Snowmobiling

Bob Stantus is a current member of the ORMV committee representing Snowmobile. He is an avid snowmobiler and was the president of the Fugowee Snowmobile Club. *Equipment:* Polaris Switchback, 003264 – On File & Current (2018)

District V & VI/ Non-Motorized Use

Mark Whitham is from Idaho Falls, Idaho. He is an avid cross-country skier, hiker and snowshoer. He is also a member of the Idaho Alpine Club, American Alpine Club, American Hiking Society, Access Fund, Teton Valley Trails and Pathways and a member of the Idaho Master Naturalists.

Max Lohmeyer is from Salmon, Idaho. He is a member of the Salmon Idaho Mountain Bike Association, Back Country Hunters and Anglers, Mule Deer Foundation, and Youth Employment Program. He is familiar with IDPR's grant process as a past applicant and familiar with the construction of trails.

Recommendation:

IDPR staff recommends appointing Larry White to District I/II Motorbike/ATV; Shawn Slinkard to District I/II Snowmobiling; Jake Howard to District III/IV Non-Motorized; Bob Status District V/VI Snowmobiling; and Max Lohmeyer to District V/VI Non-Motorized of the Off-Road Motor Vehicle Fund Advisory Committee.

Recreational Trail Program Advisory Committee

IDPR needs to fill the Recreational Trails Program positions for Hiking, Motorbike, Cross-Country Skiing, and Snowmobiling. These four positions are statewide; however, we need to balance the committee by appointing no more than 2 representatives in each district. To date, IDPR staff

has received Seven (7) applications and all the candidates meet the minimum criteria and are eligible for appointment.

Hiking Applicants

Lindsay Dressler is from Boise (District 3), Idaho. She is an avid non-motorized recreationist and currently a volunteer for Ridge to Rivers. She is also an active participant in projects with the Land Trust of the Treasure Valley, The Peregrine Fund and BSU's Intermountain Bird Observatory.

Maggie Schenk is from Coeur d'Alene (District 1), Idaho. She is the current secretary for the North Idaho Centennial Trail Foundation and had a long career with the U.S. Forest Service. She is a member of the North Idaho Centennial Trail Foundation, Coeur d'Alene Friends of Scotchman Peaks Wilderness, Sandpoint Inland Northwest Land Conservancy, and Spokane Five Valleys Land Trust.

Tim Keaty is from Hayden (District 1), Idaho. He is an avid hiker, rock and mountain climber. He is also a member of the North Idaho Centennial Trail Foundation and the Coeur d'Alene Tri Team.

Brent Hansen is from Ketchum (District 4), Idaho. He is an experienced hiker, mountain biker and hunter. He is also a member of Rivers United and Backcountry Hunters and Fisherman.

Sarah Ober is from Garden City (District 3), Idaho. She is an experienced hiker and mountain biker.

Motorbike Applicants

Tom Wuest is from Hayden (District 1), Idaho. He is a current member of the RTP committee representing motorbike. He has years of experience as a motorbike rider. He was the president of PANTRA Motorcycle Club and is currently doing trail work in the Coeur d'Alene National Forest. *Equipment:* 2016 KTM 350 XCF, M18 137778 – On File & Current (2018)

Cross-Country Skiing Applicants

Madonna Lengerich is from Boise (District 3), Idaho. She is an avid back country and cross-country skier. She is a member of the ICL, Sierra Club and Land Trust. She has also been a volunteer for the Idaho City yurts; marking trails, brushing, maintaining and building yurts.

Snowmobiling Applicants

Martin Poxleitner is from Grangeville (District 2), Idaho. He is a current member of the RTP committee representing snowmobiling. His is an experienced snowmobiler and motorcyclist. He is also an avid fisherman, hiker, and camper. *Equipment*: 2018 Skidoo 850, M18 137778 – On File & Current (2018)

Recommendation:

IDPR staff recommends appointing Lindsay Dressler as Hiking representative; Tom Wuest as Motorbike representative; Madonna Lengerich as Cross-Country Ski representative; and Martin Poxleitner as Snowmobiling representative of the Recreational Trails Program Advisory Committee. This keeps the committee balanced by district per Board policy.



Name:	Lynn C. Moss		Address:	1018 Cedar Ave	enue				
Phone ?	#: (Home)2	08-743-7971	City:	Lewiston	State:	ID	Zip:	83501	
Phone 7	#: (Work or Cell)	208-791-5846	Email:	lmoss@cableon	e.net				
			Recreational Veh Recreational Tra Land & Water C	ils; 🗌 Waterway	s Impro	vemen	t Fund		
⊠ I ar	n an Idaho reside	nt							
I.			you have that would						
*Wrote Enhar *Served Comn Travel	*32 years employed by the City of Lewiston Parks and Recreation Department, now retired *Wrote and administered several successful LWCF, Recreational Trails, Waterway Improvement Fund and ITD Enhancement grants over the years *Served on several local/state committees and boards to include Lewiston School Board, Lewiston Chamber of Commerce, Idaho Parks and Recreation Association, Idaho State Softball Association, North Central Idaho Travel Association and the Idaho Land and Water Conservation Fund Committee *Currently serve as the President of the Idaho Youth Endowment Association, Treasurer of the Lewis Clark								
			e Idaho Foundation fo			0. 0.10	. 201110	- Ciar R	
2.	(Pertinent) natur	al resource organi	zations you belong to	:					
		or Tomorrow Pevils 4 Wheeler C on for Parks and La							
3.			tion which you are a ling, District II, Elderly		ed in the	reque	st for		
	*District II Recre	eational Vehicle Co	ommittee						
4.	What, in your op	oinion, is the progr	am lacking or what in	nprovements can	be mad	e?			
	that need to be r	made. I have notic ed RV funding over	o give an opinion on ved that Latah and Cle the last several year	arwater Countie	es are the	e only	ones ir	n District II	

5.	Is your interest in the Committee through: Membership in a club or organization Other (describe): As a relatively new RV owner, I will look at potential improvements that can be made at governmental facilities that I stay at while traveling and camping and look to assist those entities in developing grant applications using the skills I've acquired over the years.
6.	Which recreational equipment do you own that is currently registered in Idaho? ☐ Motor Boat ☐ Snowmobile ☐ Motorbike ☐ Recreational Vehicle ☐ Off-Road Motor Vehicle ☐ N/A
7.	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
	2018 RV-N19487R 2018 BOAT B18059982 2017 BOAT B17041605 2018 OFF-ROAD 151318 2017 OFF-Road 130516
8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
	2018 Grand Design Imagine 2670MK
9.	What name is the equipment registered under (Please be specific)?
	Lynn C. Moss and or Sonya Moss
10.	Approximately how often do you use your recreational equipment per year?12-15
11.	Do you have a computer and access to the internet and email? Yes No

You are not limited to the space provide on this form.

advisory committee members are required to attend the rating meeting in Boise in March and must sign a Memorandum of Understanding.

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Name:	Ronald Jones		Address:	1005 Matson F	Rd			
Phone #	#: (Home) 20	08-892-4615	City: Viola		State:	ID	Zip:	83872
Phone #	: (Work or Cell)	208-892-4617	Email:	Rangerron 194	4@gmail.	com		
I am ap	plying for the follo	owing committee:	Recreational Veh Recreational Tra Land & Water C	ails; 🗌 Waterwa	ays Impro	vemer	t Fund	
⊠ lan	n an Idaho resider	nt						
1.	What knowledge	or experience do yo	ou have that would	d contribute to 1	the Comr	nittee?		
the mar	rained many volur	RV for 20 years. Extended a support Redwood National Control of the Redwood National Redwoo	etiquette, campgi	round operation	s, first aid	and C	CPR. I	was also on
2.	(Pertinent) natura	al resource organizat	tions you belong to	o:				
	Chairman, Latah Gray Bears Organ	ifornia State Parks (r County Parks & Rec nization – retired pa e U.S. Forest Service	reation Advisory E	Board (4 years m	nember)			
3.		e of the open position			sted in the	e reque	est for	
	Recreational Veh	icle Program Adviso	ry Committee					
4.	What, in your op	inion, is the program	lacking or what i	mprovements ca	an be mad	le?		
that hav		ent of RV opportunitions		ve written broc	hures and	l auto	tour bi	rochures
from an		cenic highways & byv oint. I enjoy visiting l				chures	cover	ing these
5.	Membership in	the Committee thr	on [Co	mmercial	User			

6.	Which recreational equipment do you own that is currently registered in Idaho? Motor Boat Snowmobile Recreational Vehicle Off-Road Motor Vehicle N/A
7.	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
	CMS 484 License #IL6756R
8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
	2011 Keystone Cougar 27' 5th wheel RV
9.	What name is the equipment registered under (Please be specific)?
	Ronald & Janet Jones
10.	Approximately how often do you use your recreational equipment per year?Monthly
П.	Do you have a computer and access to the internet and email? Yes No
You are	e not limited to the space provide on this form.

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Name:	Brad Foltman		Address:	5611 Hill Rd				
Phone #	#: (Home)		City:	Boise	State:	ID	Zip:	83703
Phone #	#: (Work or Cell)	208-860-6179	Email:	Voltzwagons@	yahoo.co	m		
	plying for the follow		⊠ Recreational Veh □ Recreational Tra □ Land & Water C	ails; 🗌 Waterwa	ys Impro	vemen	t Fund	
L	What knowledge of	or experience do y	ou have that would	d contribute to t	he Comm	nittee?		
budget.	Enjoyed serving on Traveled througho		nmittee first term. te budget director.					
2.	(Pertinent) natural	resource organiza	ations you belong to	o:				
	Idaho Fish & Game Friends of Idaho St							
3.			on which you are a ng, District II, Elder		ted in the	reque	est for	
	RV Advisory Com	mittee District III						
4.	What, in your opin	nion, is the program	m lacking or what i	mprovements ca	n be mad	e?		
congres	Identifying more siss with other recrea	and the second of the second s	opment. Strongly su esources interests.	• • • • • • • • • • • • • • • • • • • •	ed inform	ation a	and pla	nning
5.	Is your interest in Membership in Other (describe	a club or organiza	0	mmercial	⊠User			
6.	Which recreationa Motor Boat Recreational		ou own that is curre Snowmobile Off-Road Motor		n Idaho? Moto N/A	rbike		

7.	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
	Boat – B18-000 895 RV – CNC468
8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
	1/7 Forest River Microlite Travel Trailer, Model Flagstaff 25FKS
9.	What name is the equipment registered under (Please be specific)?
	Bradley T. Foltman
10.	Approximately how often do you use your recreational equipment per year?10/ Year
н.	Do you have a computer and access to the internet and email? Yes No

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ivame:	Michael L. Masc	011	7.0	di ess. S	56 Warren Av	/e.			
Phone #:	(Home) 20	8-241-4592	Cit	ty: Poc	atello	State:	ID	Zip:	83201
Phone #:	(Work or Cell)	208-241-459	92	Email:	maso.iaff18	7@gmail.co	om		
	ying for the follow		Recreat	tional Tra	icle;	ways Impro	vemen	t Fund	
I. V	What knowledge o	or experience de	o you have tl	hat would	contribute to	the Comm	nittee?		
p n la A	As a lifelong Idaho preservation of our my parents and as ast spring and with Area to Hell's Cany me an ideal candidates.	public lands for a father I now sh it have camped on. My lifetime	all Idahoans. nare those ex extensively to of personal ex	I spent m periences hroughou	nany summers with my own f t Idaho from Pa	camping thr amily. We palisades to the	ougho urchas ne Sav	ut Idah sed our vtooth I	o as a child with first travel trailer National Recreatio
2. (1	Pertinent) natural	resource organ	izations you	belong to) :				
	No current or past	affiliations with r	natural resour	ce organi	zations.				
	Please list the title ecruitment. (Exam					listed in the	reque	est for	
R	RV Advisory Comm	ittee, District 5							
4. V	What, in your opin	ion, is the prog	ram lacking o	or what in	nprovements	can be mad	e?		
e ir	As I have only been enough information mprovements deen ecreational facilitie	to base any opi ned necessary to	nions upon. I	am excite	ed to contibute	my knowled	lge an	d abiliti	es to make whate
5. Is [s your interest in to Membership in a Other (describe	a club or organi		Со	mmercial	⊠User			
6. V	Which recreationa	l equipment do	you own tha		ently registere	d in Idaho?	rhike		

CUL354

For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:

7.

8.	Please list the year, make & model of the above equipment that makes you eligible for this position? 2017 Jayco Jay Flight SLX 212QBW
9.	What name is the equipment registered under (Please be specific)? Mason, Michael Lee Smith, Christina Michelle
10.	Approximately how often do you use your recreational equipment per year?Approximately 4 to 6 trips of lengths varying from overnight to a week or more.
11.	Do you have a computer and access to the internet and email? XYes No

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7.



Name:	Robert Bjelland	Address:	P.O.Box 2046					
		City:						
		Coeur		State:	ID	Zip:	83814	
Phone 7	#: (Home)	d'Alene				•		
Phone 7	#: (Work or Cell) 208 660-4579	Email:	eltoo6@hotm	ail.com		7,2411,2		
I am ap	plying for the following committee:	Recreational Vehicl Recreational Trails, Land & Water Con	XX Waterway	s Improv	ement		o check)	
X I am	an Idaho resident							
as a Ko	What knowledge or experience do ast 50 years I have owned canoes, k otenai County Marine Deputy for I ways Advisory Board. If selected I w (Pertinent) natural resource organ	kayaks, sailboats, pont I I years. Currently a vill resign to avoid any	oon boats, ski be member of Koor conflict.	oats and	fishing	boats.	Employed d	
3.	Please list the title of the open position which you are applying for as listed in the request for recruitment. (Example: Snowmobiling, District II, Elderly, etc.)							
	recruitment. (Example: Showmob	illing, District II, Lideri	y, etc.)					
Water	ways Improvement Fund Advisory	District I.						
4.	What, in your opinion, is the prog	ram lacking or what i	mprovements ca	n be mad	le?			
	e the WIF board has done a good jo e. More transparency may be appre		esires/needs of th	ne users v	with th	e limit	ed funds	
5.	Is your interest in the Committee Membership in a club or organizat Other (describe):		nercial	User(X)		-		
6.	Which recreational equipment do X Motor Boat X Recreational Vehicle	you own that is curre Snowmobile X Off-Road Motor		n Idaho? Motorbi N/A	ke			

For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:

You are not limited to the space provide on this form.

8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
2013 R	iverhawk 2200GBX, 2015 Nexus Phantom, 2004 Polaris Magnum, 2015 Polaris Sportsman
9. All equ	What name is the equipment registered under (Please be specific)? ipment is registered under "Bjelland, Robert or Fraser, Heather"
10.	Approximately how often do you use your recreational equipment per year?50
11.	Do you have a computer and access to the internet and email? Yes X No

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Name:	Justin Harrison		Address:	3612 E Rolling	Green Pl	ace		
Phone #	#: (Home) 20	8-695-4471	City:	Nampa	State:	ID	Zip:	83687
Phone #	#: (Work or Cell)	208-467-7477	Email:	Justin@Idahov	aterspor	ts.com		
	plying for the follo		Recreational Veh Recreational Tra Land & Water C	ils; 🛛 Waterwa	ys Impro	vemen	t Fund	
⊠ I an	n an Idaho residen							
L.	What knowledge	or experience do you	ı have that would	I contribute to t	he Comn	nittee?		
	Extensive boat us	e experience.						
2.	(Pertinent) natura	ıl resource organizatio	ons you belong to);				
	Boise Snowmobile	e Club board member	,					
3.		e of the open position mple: Snowmobiling,			ted in the	reque	est for	
	District 3 WIF, re	enewal of current posi	tion					
4.	What, in your opi	inion, is the program l	acking or what ir	mprovements ca	n be mad	e?		
	More funding.							
5.	Membership in	the Committee through a club or organization pe):	n ⊠Co	mmercial	⊠User	12 100.00		
6.	Which recreation Motor Boat Recreations	al equipment do you d : \times al Vehicle \times	own that is curre Snowmobile Off-Road Motor	, ,	n Idaho? ⊠Moto ∐N/A	rbike		
7.	1.5	urposes, please provid y Idaho Parks & Recre						
	ID8820U							

0.	rlease list the year, make & model of the above equipment that makes you eligible for this position?				
	1989 Spyder Sport				
9.	What name is the equipment registered under (Please be specific)?				
	Justin Harrison				
10.	Approximately how often do you use your recreational equipment per year?Dozens				
11.	Do you have a computer and access to the internet and email? Yes No				

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If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Kathy Muir at 514-2431 or Kathy.Muir@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.



Address: PO BOX Lamar Waters 1287 Name: State City: Zip: Phone #: (Home) Hailey 83333 Idaho: 208-720-3914 Email: lwaters@co.blaine.id.us Phone #: (Work or Cell) I am applying for the following committee:

Recreational Vehicle;

Off-Road Motor Vehicle; Recreational Trails; X Waterways Improvement Fund; Land & Water Conservation Fund (double click on box to check) X I am an Idaho resident 1. What knowledge or experience do you have that would contribute to the Committee? I have been on the committee for last 3 years. 2. (Pertinent) natural resource organizations you belong to: Hailey Parks and Land Board 3. Please list the title of the open position which you are applying for as listed in the request for recruitment. (Example: Snowmobiling, District II, Elderly, etc.) WIF, Region 4 4. What, in your opinion, is the program lacking or what improvements can be made? The program works and paperless is great 5. Is your interest in the Committee through: Commercial Membership in a club or organization User X Other Blaine County Waterways Director (describe): 6. Which recreational equipment do you own that is currently registered in Idaho? X Motor Boat Snowmobile Motorbike Recreational Vehicle Off-Road Motor Vehicle

N/A

	that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
ID 15	52AL
8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
1975,	Boston Whaler, 13ft
9. Gorde	What name is the equipment registered under (Please be specific)? on Lamar Waters Jr.
10.	Approximately how often do you use your recreational equipment per year? _25 times
11.	Do you have a computer and access to the internet and email? $x \square Yes$ $\square No$
You a	re not limited to the space provide on this form.

For verification purposes, please provide the registration or sticker number for the above equipment

7.

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Name:	Kent Warr	Address:	1711	V street			
Phone (Home)		City: Heybu	ırn	State:	ID	Zip:	83336
Phone 7 Cell)	#: (Work or	208-219-9572 Email:ke	ntwarr@gmail.com				
I am ap	plying for the	☐ Rec	reational Vehicle;	vays Improve	ment	Fund;	
⊠ I ar	n an Idaho res	sident					
Also ka We live	peen waterskii yaking and sur e on the snake	edge or experience do you having and boating for over 50 years. If ing for over 10 years. If it is at least 4 at trips down the salmon river	rs. 4 time a week during the su		ttee?		
2. none	(Pertinent) na	atural resource organizations y	ou belong to:				
3. Where		e title of the open position whi (Example: Snowmobiling, Dist P		listed in the r	eques	st for	
4. Safety a	What, in you and rescue.	r opinion, is the program lacki	ng or what improvements (can be made?			
5.	Membersh	est in the Committee through: nip in a club or organization escribe):	□Commercial	⊠User			
6.	Which recrea	ational equipment do you own Boat Sno	that is currently registered	d in Idaho? ⊠Motorb	oike		

	Recreational Vehicle	Off-Road Motor Vehicle	□N/A
1994 N		rovide the registration or sticker nur Recreation or the Department of Mo ey have the invasive species stickers	
	Please list the year, make & model Mariah. Tration number is ID 1691 AC	of the above equipment that makes	you eligible for this position?
9. none	What name is the equipment regis	tered under (Please be specific)?	
10.	Approximately how often do you	use your recreational equipment per	year?50
П,	Do you have a computer and access to	o the internet and email?	

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Name:	Edward L. (Larry) White	Address:	9870 W. Gallo	p Ln.			
Phone #	#: (Home)		City:	Post Falls	State:	ID	Zip:	83854
Phone #	#: (Work or Cell)	509 370 2889	Email:	luckylarry300@	gmail.com	i		
	olying for the follow		Recreational Veh Recreational Tra Land & Water C	ils; 🗌 Waterwa	ys Improve	ement	Fund	
Assoc.,	Extensive off-road	or experience do you motorcycle recreational County Sheriff's C	on in the north r	egion, past pres	dent of Pai	nhandl		
2.	(Pertinent) natural Panhandle Trail Ric	resource organization der's Association.	ons you belong to	o: Kootenai Cou	nty Sheriff	s OH\	V Cor	nm.,
3.		of the open position nple: Snowmobiling,						èp.
	ty in partnership wi	nion, is the program lith the Forest Service cess, trail maintenan	e, BLM and the lo	ocal government	s to enhand	ce	OHV	the ' ions in the
5.	•	the Committee thro a club or organizatio e):	1000 C	mmercial	⊠User	-		
6.	Which recreational Motor Boat Recreational		own that is curre Snowmobile Off-Road Motor		in Idaho? Motor N/A	bike		
7.	that is provided by	rposes, please provid Idaho Parks & Recre Parks Passport, K1464	eation or the De					
8. 2009 K	position? Motorbikes with C	r, make & model of the DHV stickers: 2015 & Kawasaki KLR 650,	2011 KTM 690	Enduros, 2014 I				I2 and

9.	M White.
10.	Approximately how often do you use your recreational equipment per year?20-25
П.	Do you have a computer and access to the internet and email? Yes No

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Name:	Shawn Slinkard		Address:	P.O. Box 2404 S	Sandpoint Ida	ho 83864
Phone #	#: (Home)		City:		State:	Zip:
Phone #	#: (Work or Cell)	(208)-449-3688	Email:	Shawn.slinkard@	Davistacorp.c	com
l am ap	plying for the follow	☐ Re	creational Tra	icle; 🛛 Off-Road ils; 🔲 Waterway onservation Fund	s Improveme	
⊠ lan	n an Idaho resident					
1.	What knowledge o	or experience do you ha	ave that would	contribute to th	e Committee	e?
atv/utv,		of off road vehicle expe can bring my knowledg			_	notorcycle riding,
2.	,	resource organizations oint Winter Riders sno	,			
3.		of the open position w nple: Snowmobiling, Di			ed in the req	uest for
	Snowmobiling Nor	rth Idaho Representativ	e			
4.	What, in your opin	nion, is the program lac	king or what ir	nprovements can	be made?	
place ar		y problems in the orgar ibute to make a better				
5.	Membership in	the Committee through a club or organization e): Both as a club pre	□Co ₁		⊠User port	
6.	Which recreations Motor Boat Recreational		n that is curre owmobile ff-Road Motor		ı Idaho? ⊠Motorbike □N/A	è

7.	that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV: 2008 Polaris Dragon 700-Idaho Snowmobile#008665
8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
	2018 KTM Factory Edition 450sxf for dirt and snowbike 2008 Polairs Dragon 700 1990 Honda XR 250 1990 Honda XR 200 2017 Polaris RZR 900 Trail
9.	What name is the equipment registered under (Please be specific)?
	Shawn L. Slinkard
10.	Approximately how often do you use your recreational equipment per year? As much as possible, roughly 150 days a year
П.	Do you have a computer and access to the internet and email? Yes No
You a	re not limited to the space provide on this form.

Tod are not inniced to the space provide on this form

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MXJ245, CST197 RV18, K502756 IDRP and 012372 Snowmobile



Name:	Joseph H.	Wuest	Address:	PO Box 3263		1000	4	
Phone :	#: (Home)	208-755-1304	City:Hayden		State:	ID	Zip:	83835
Phone :	#: (Work or	Cell)	Email:	joehwuest@gm	ail.com			
I am ap	plying for the	e following committee:	Recreational Vehi Recreational Trai Land & Water Co	ls; Waterway	s Improv	vemen	t Fund	
x I am yes	an Idaho res	ident						
1.	What know	ledge or experience d	o you have that would	contribute to the	e Comm	ittee?		
	to IDPR. I've	e been on the Kooten	ops from IDRP. I have ai County Snowmobile nowmobile Club and a	Advisory Board				plications
2.	(Pertinent)	natural resource organ	nizations you belong to	:				
		Snowmobile Association ene River Ranger Distr	on "ISSA" rict – Trails Working G	Group				
3.			sition which you are ap oiling, District II, Elderly		ed in the	reque	est for	
	ORMV Advi	sory Committee, Snov	wmobiling					
4.	What, in yo	ur opinion, is the prog	gram lacking or what in	nprovements can	be mad	e?		
	if or improv	ements as changes in e	program maybe lacking equipment and users cl siation Region I Direct	hange. As a mem	ber of th	ne CD	A snov	wmobile
5.		rest in the Committee rship in a club or orga escribe):		nmercial :	×∏User	•		
6.	Moto		you own that is curre x Snowmobile x Off-Road Motor	,	Idaho? x_Mote N/A	orbike		
7.			provide the registration Recreation or the Dep					

8.	Please list the year, make & model of the above equipment that makes you eligible for this position
	Snowmobile – 2018 Timbersled Snow bike kit on a 2017 Husqvarna 501 FE Motorbike
9.	What name is the equipment registered under (Please be specific)? Wuest, Joseph Henry or Wuest, Dena Louise
10.	Approximately how often do you use your recreational equipment per year? <u>30 times</u> During the winter, RV Camping 3 weeks, off-road motor vehicle during spring, summer and fall.
н.	Do you have a computer and access to the internet and email? **X Yes

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Name: Jake	Howard	Address: 386	59 SunTree Way		
Phone #: (Hom	ne) <u>208-389-1332</u>	City: Boise	State: ID	Zip: 83706	
Phone #: (Cell)	Same	Email: r	vnwego@cableor	ne.net	
11,		nittee:		f-Road Motor Vehicle; 🛭 Conservation Fund	
⊠ I am an Ida	ho resident				

What knowledge or experience do you have that would contribute to the Committee?

I'm am active boater and Off-Road Motor Vehicle user. My wife and I owned several recreational vehicles over the last 25 years and used them extensive during that time. For the last 12 years we have had recreational property in the mountains between Council and New Meadows from which we recreate. This has minimized our need for an RV but not my understanding of the benefit of owning one. Additionally, for many years, we owned off road motorbikes which I've used extensively but now prefer to use my Polaris ATV. The pickup camper, motorhome and all motorbikes were registered with IDPR at the time. My wife and I currently own and use several non-motorized mountain bicycles. We also hike and snow shoe.

I administered the LWCF and RECP grant programs and SCORTP planning for IDPR from 1987 to 1997. My IDPR grant administration experience and administering the SCORTP planning processes in particular has given me considerable familiarity with and appreciation for all IDPR grant programs as well as the benefits those programs provide the public. Additionally, I retired in 2016 from the State of Idaho Outfitters and Guides Licensing Board (IOGLB) after being its Executive Director for 15 years. During this time, I was involved in the provision of outfitted / guided services and regulating that industry's use of Idaho's natural resources and public facilities throughout the state. I oversaw the provision of both power and float boating opportunities on virtually every body of water in Idaho including but not limited to power boat tours, fishing trips, white water rafting, kayaking instruction as well as various motorized and non-motorized land based services provided during summer and winter including but not limited to back country skiing, ATV and snowmobiling tours, equestrian rides and hiking, Zip Line tours and hunting. These outfitters benefited greatly from the access to and use of facilities and related resources provided through or enhanced by IDPR grants.

I believe my personal recreation interests outlined above combined with my 25 years combined work experience has brought about my considerable knowledge of the benefits of outdoor recreation and associated use of various outdoor recreation resources statewide. In addition, I feel that I have considerable knowledge of governmental affairs ranging from state and federal grant and license applications and related review processes, to strategic planning and financial planning; facility planning, implementation and oversight, to rule making, gubernatorial and legislative affairs and the list goes on. Finally, I've worked effectively with a vast array of user groups, and local, state and federal governmental service providers. I feel that my understanding and experience could benefit a IDPR grant and outdoor program committee.

2. (Pertinent) natural resource organizations you belong to:

Weiser River Trail Association, Rocky Mountain Elk Foundation, the Nature Conservancy

3. Please list the title of the open position which you are applying for as listed in the request for recruitment. (Example: Snowmobiling, District II, Elderly, etc.)

It is not clear to me which positions are "open". My primary interest would be servicing as the SW Idaho region representative on the Off-Road Motor Vehicle Committee or the Waterways Improvement Fund Committee. I would also be willing to service on a committee dealing with Land & Water Conservation Fund or recreational trails.

4. What, in your opinion, is the program lacking or what improvements can be made?

Possibly the need for additional funding in some areas and possibly the need for a commitment to project selection criteria in other areas.

5.	Is	your	interest	in	the	Committee	through?
----	----	------	----------	----	-----	-----------	----------

Membership in a club or organization	Commercial	□ User	Other	(describe)
--------------------------------------	------------	--------	-------	------------

I described my user interest in my response to question #I. Furthermore, I enjoy working with Idaho's outdoor recreating public and service providers and feel that providing enhanced outdoor recreation facilities and opportunities while conserving Idaho's natural resources is important to Idahoans was as well as to the State's social and economic fabric. As a person with related knowledge or experience as explained earlier, I feel that I can make a contribution.

6. Which recreational equipment do you own that is currently registered in Idaho?

Motor Boat	Snowmobile	☐ Motorbike
Recreational Vehicle	Off-Road Motor Vehicle	☐ N/A

7. For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:

Boat: 2003 BUJ 165 PR "Fisher Sport Avenger" – B2018-000040 ATV: 2010 Polaris 550 Touring - M2018-000105

8. Please list the year, make & model of the above equipment that makes you eligible for this position?

Boat: 2003 BUJ 165 PR "Fisher Sport Avenger" ATV: 2010 Polaris 550 Touring

9. What name is the equipment registered under (Please be specific)?

Both the boat and ATV are registered under: Charles Jake Howard & Barbara Jean Howard

10. Approximately how often do you use your recreational equipment per year?

I use my boat on the average twenty times a year. I often use my Polaris ATV several times a week. I'm also hiking several times a week in using the Boise River / foothills trails, the Weiser River trail and other trails in Adams or Valley Counties.

11. Committee members will be required to review, make notes and rate all applications within an on-line system in electronic format. Please indicate if you have a computer with reliable access to the internet and email.

\boxtimes	Yes
	No

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Name:	Bob Stantus	Address:	4038 S Salt Lick	Loop			
	208 351 4466	City: Island		State:	ID	Zip:	83429
Phone :	#: (Home)	Park					
Phone :	#: (Work or Cell)	Email:	rsstantus@msn	.com			
l am ap	plying for the following committee:	Recreational Tra	e; 🗵 Off-Road M ils; 🗌 Waterway onservation Fund	s Impro	vemer		
x lam	an Idaho resident						
I. the Fug	What knowledge or experience do Three years experience on the Ad gowee snowmobile club in Island Par	visory committee. Av					esident of
2.	(Pertinent) natural resource organ	izations you belong to	o: Idaho State Sno	owmobil	e Asso	ciation	1
3. Advisor	Please list the title of the open pos recruitment. (Example: Snowmob ry Committee member	•		ed in the	e reque	est for	
4.	What, in your opinion, is the progr	ram lacking or what ii	mprovements car	n be mad	le?		
5.	Is your interest in the Committee xMembership in a club or organiza Other (describe): Past experi	tion Co	mmercial mmittee member	User	-		
6.	Which recreational equipment do Motor Boat Recreational Vehicle	you own that is curre xSnowmobile xOff-Road Motor V		Idaho? Moto N/A	rbike		

7.	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
	t currently at my Idaho residence. Will be providing snowmobile registration numbers in June if needed. ate number is ZEN 159
	Please list the year, make & model of the above equipment that makes you eligible for this position? Indy Snowmobile Switchback Snowmobile
CAN A	AM 800 Side by Side
9. Robert	What name is the equipment registered under (Please be specific)? Stantus
10.	Approximately how often do you use your recreational equipment per year? _Weekly
11.	Do you have a computer and access to the internet and email? xYes No
You are	e not limited to the space provide on this form.

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Name:	Mark Whit	tham		Ad	dress: 706 La	urelwood A	Avenue			
Phone #:	(Home)	_ 20	8.520.7232	Cit	y: Idaho Falls	3	State:	ID	Zip:	83401
Phone #:	(Work or	Cell)	208-520-1728		Email: climb	_on2002@y	/ahoo.co	m		
			ving committee	Recreat	ional Vehicle; ional Trails; [Water Conse] Waterwa	ys Impro	vemer	nt Fund	
★ I am	an Idaho re	esident	:							
1. V	Vhat know	ledge (or experience d	o you have th	nat would conf	tribute to tl	ne Comr	nittee	?	
co A tra jo	oncern, with ot o-coordinated v ccess Fund Na ail in the Targh int effort by the	ther loca voluntee ational C nee Fore e USDA	the Idaho Alpine CI Il clubs, organization er trail work at the Ci crags Day events. I v est through the FS A FS Teton Basin Rar and Bureau of Recla	is, local business ty of Rocks in col was the IAC XCS dopt a Trail Prog iger District and T	es, and governme njunction with the ki, and Snowshoe ram. Additionally,	nt agencies (B American Hikir ing coordinato we also volun	LM, USDA ng Society r. My wife teer on trail	FS, & B National and I ma I work da	OR). I ha I Trails Da aintain a ays coord	ave ay and section of dinated as a
2. (Pertinent) r	natura	resource organ	nizations you	belong to:					
	daho Alpine and Idaho Ma		merican Alpine Cl aturalists	ub, American I	Hiking Society, A	ccess Fund,	Teton Val	lley Tra	ils and F	Pathways
			of the open po nple: Snowmob				ted in the	e requ	est for	
C	Off-Road Moto	or Vehi	cle (ORMV) Comr	nittee for Distric	t V & VI (Non-M	otorized Use)			
4. V	Vhat, in yo	ur opi	nion, is the prog	gram lacking o	or what impro	vements ca	n be mad	de?		
gro ea	ound audits.	Encour	e made in the pro agement of the va their usage or nee	rious types of u	isers to pool thei	r resources to	o improve	the sha	ared trai	
		ship in	the Committee a club or organ e):		Comme	rcial	⊠User	•		
6. V	Motor	r Boat	al equipment do	Snowm				orbike		

For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:

7.

8.	Please list the year, make & model of the above equipment that makes you eligible for this position
	2017 Airstream Scout
9.	What name is the equipment registered under (Please be specific)? Mark and Donna Whitham
10.	Approximately how often do you use your recreational equipment per year?45 days +/
П.	Do you have a computer and access to the internet and email? XYes No

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Name:	Max Lohmeyer		Address:	703 east Lemb	ni ave			
Phone 7	208 #: (Home)	3-756-7613	City: Salmon		State:	Idaho	Zip:	83467
Phone 7	#: (Work or Cell)	208-756-7613	Email:	max@ridesaln	non.com			
	plying for the follow			ehicle; 🛭 Off-Roralls; 🔲 Waterv Conservation Fo	ways Impi	ovemen	t Fund	
1.	What knowledge	or experience do yo	u have that wou	ld contribute to	the Con	nmittee?		
used tra success membe lots abo salmon	ails all over Idaho. ful in applications to rs and parks and re but what it takes to to sell ORMV sticl	ng talking trail head, I have applied for Oh thus am somewhat fa ec staff over the year o create and impleme kers to MTB riders b ram if they understoo	HMV and RTP gr miliar with the p rs. I have been be ent a good proje based on the con	rants and have borogram, I have uilding trails for ct. I am also wo cept that there	een both talked to over 15 rking in n are lots o	successf many co years and ny bike s	ful and ommitt d have hop, tl	un- ee learned he HUB of
2.	(Pertinent) natura	l resource organizati	ions you belong	to:				
BHA, B MDF, M	ack Country Hunt Iule Deer Foundat				restore	trails.		
3.		of the open position			listed in t	he reque	st for	
non-mo	torized							
4.	What, in your opi	nion, is the program	lacking or what	improvements	can be ma	ade?		
work be favorite	ecause in many cas trails are the mot	torized sector of use es MTB users do no orized ones, I think t ntial effect are prope	t only use non-n the MTB commu	notorized trails, nity will be hap	in many	cases sor	me of o	our
5.		the Committee throa club or organization		ommercial	⊠Use	er		

6 .	Motor Boat Snowmobile Motorbike ☐Recreational Vehicle ☐Off-Road Motor Vehicle ☐N/A
7.	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
, -	stration stickers are actually on my Mountain Bikes, I am the motor on my Motorbike, the sticker #s are & 159265
8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
159266	is a 2017 WHY CYCLES S7, Titanium Hard Tail Single-Speed 29" MTB
159265	is a 2018 Rocky Mountian Pipeline, Carbon Fiber Full Suspension 12 speed MTB
9.	What name is the equipment registered under (Please be specific)?
Max Lo	hmeyer
10.	Approximately how often do you use your recreational equipment per year?
60-100	times a year, not nearly enough
11.	Do you have a computer and access to the internet and email? Yes No

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Name:	Lindsay Dressler		Address:	703 N Mornii	ngside Way	/		
Phone #	#: (Home)		City:	Boise	State:	ID	Zip:	83712
Phone #	#: (Work or Cell)	301-996-1268	Email:	Lindsaydressle	er@gmail.c	om		
	plying for the follow	<u>⊠</u> I	Recreational Veh Recreational Tra Land & Water C	ils; 🗌 Waterw	vays Improv	vemen	t Fund	
1.	What knowledge o	or experience do you	have that would	contribute to	the Comm	nittee?		
professi	ck, fish, paddle boar ional background is	ny recreational activit d, kayak, whitewater in investigation and la ipants and can reviev	raft, horseback aw. Therefore, I	ride and partici understand the	ipate in sho	tgun s	sports.	Му
2.	(Pertinent) natural	resource organizatio	ns you belong to) :				
by Land	•	y a volunteer for Ridgure Valley, The Pereg		- ,				
3.		of the open position nple: Snowmobiling,			sted in the	reque	est for	
	RTP Hiking							
4.	What, in your opin	nion, is the program la	acking or what ir	mprovements o	an be mad	e?		
particip		r with this program t ng a helpful perspecti			feedback.	If sele	cted to)
5.		the Committee through the club or organization (a): I became interest volunteer trail ra	cted in this positi	mmercial on via my men	□User nbership wi	ith the	e Ridge	to Rivers
6.	Which recreationa Motor Boat		own that is curre Snowmobile Off-Road Motor		in Idaho? ☐Moto	rbike		

7.	that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
	N/A
8.	Please list the year, make & model of the above equipment that makes you eligible for this position? N/A
9.	What name is the equipment registered under (Please be specific)? N/A
10.	Approximately how often do you use your recreational equipment per year?
11.	Do you have a computer and access to the internet and email? Yes No

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Name:	Maggie Schenk		Address:	8175 E Fernan	Lake Roa	ıd		
Phone #	: (Home)		City:	Coeur d'Alene	State:	ID	Zip:	83814
Phone #	: (Work or Cell)	208-818-7875	Email:	maggiep360@g	gmail.com	1		
	olying for the followin	⊠ P	Recreational Tra	nicle; Off-Roa nils; Waterwa onservation Fun	ys Impro	vemer	t Fund	
⊠ I am	an Idaho resident							
1.	What knowledge or	experience do you	have that would	I contribute to t	he Comn	nittee?		
collabor me to w wide var am curre	lifelong interest in an ative processes, and work with employees, riety of natural resouently the secretary of as a can-do person	natural resource ma local and regional or rce issues. I am an f the board of the N	anagement. My citizens and elect affable team pla North Idaho Cer	32-year career ted officials, and yer with a desirentennial Trail Fo	in the US state and to serve undation	Fores I feder and a	t Servi al part ittain r	esults. I
	anized; a good reade s, decisions and assig		As the secret	ary of the NICT	F, I take o	care of	f docur	menting all
2.	(Pertinent) natural re	esource organization	ns you belong to	o:				
Friends of Inland N	daho Centennial Trai of Scotchman Peaks V Iorthwest Land Cons eys Land Trust, Miss	Wilderness, Sandpo servancy, Spokane						
	Please list the title of recruitment. (Examp				ted in the	reque	est for	
Recreati	onal Trails Program	committee; Hiking (emphasis					
4.	What, in your opinio	n, is the program la	cking or what i	mprovements ca	n be mad	e?		
and snow use. My Northw	h I am not specifically wshoer. I am a support interest lies in promest, and potentially action and expansion of	orter of well-design noting and furthering cross the nation. I	ed and maintain g non-motorized enjoy learning a	ed trails for hiki d trails througho	ng, biking out Idaho,	, and r acros	on-mo	otorized nland
	ls your interest in the Membership in a control of the control of	club or organization		mmercial	User			

6. Which recreational equipment do you own that is currently registered in Idaho?

	☐ Motor Boat ☐ Snowmobile ☐ Motorbike ☐ Recreational Vehicle ☐ Off-Road Motor Vehicle ☒ N/A
7.	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
N/A	
В.	Please list the year, make & model of the above equipment that makes you eligible for this position?
9.	What name is the equipment registered under (Please be specific)?
10.	Approximately how often do you use your recreational equipment per year?
П.	Do you have a computer and access to the internet and email? Yes No

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Name:	Tim Keaty		Address:	12071 N. A	methyst Dr.			
Phone #	: (Home)	208-762-3329	City:	Hayden	State:	ID	Zip:	83835
Phone #	: (Work or Co	ell) 208-660-3950	Email:	timk8e@gm	ail.com			
	lying for the fo	ollowing committee: dent	Recreational Veh Recreational Tra Land & Water C	ils; 🗌 Water	ways Impro	vemer	nt Fund	
I. What knowledge or experience do you have that would contribute to the Committee? I am a long time outdoors man. I have hike extensively in New Mexico, California, and Arizona, less extensive in Washington, Montana, Wyoming, Colorado, Utah, Nevada, Ohio, Kentucky and Alabama, mostly as a rock and mountain climber. One specific experience which is high on my list is climbing Mt Whitney one day and to going to Bad Water the next; going from the highest to lowest point in the continental US. Currently, I am a Tri-athlete mostly riding and running on paved trails and roads, but some dirt paths. I am a current member of the CDA Tri Team and I am employed in upper management with Buck Knives. Buck Knives is an Idaho manufacture of premium knives, made 100% in Post Falls, Idaho. Buck Knives is a leading advocate of conservation and sustainability. As an example; my department recently worked with Pete Gardner of Idaho and Game to promote and offer Hunter Safety Training.						s a rock ay and then , I am a ember of ho		
2.	(Pertinent) na	tural resource organ	izations you belong to	o:				
I am a bo	oard Member	of the North Idaho	Centennial Trail Foungular users of local tr	dation. (NIC	,		promo	otional and

4. What, in your opinion, is the program lacking or what improvements can be made? I am not close enough to the operation of the RTP to comment specifically. I would offer that organizations benefit from understanding diverse perspectives. I will offer my experience as outdoor sports enthuses to the task of improving the recreational trails in Idaho. My experience with trails is that easy of access is a barrier to more use by the greater public.

Please list the title of the open position which you are applying for as listed in the request for

I did not receive a request for recruitment to refer to, but I did receive a press released which list the follow position I am applying to: Recreational Trail Programs Advisory Committee member, Hiking

recruitment. (Example: Snowmobiling, District II, Elderly, etc.)

3.

representative.

5.	Is your interest in the Committee through: Membership in a club or organization Other (describe):
6.	Which recreational equipment do you own that is currently registered in Idaho? Motor Boat Snowmobile Recreational Vehicle Off-Road Motor Vehicle
7. N/A	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
8. N/A	Please list the year, make & model of the above equipment that makes you eligible for this position?
9. N/A	What name is the equipment registered under (Please be specific)?
10. N/A	Approximately how often do you use your recreational equipment per year?
11.	Do you have a computer and access to the internet and email? Yes No

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Name:	Brent Hansen		Address:	PO Box 372				
Phone ?	#: (Home)		City:	Ketchum	State:	ID	Zip:	83340
Phone 7	#: (Work or Cell)	208-720-5744 (c) 208-726-7503 (w)	Email:	brenthansen@	skitek.us			
I am ap	plying for the follov	⊠ R	ecreational Tra	icle; Off-Roa ils; Waterwa onservation Fur	ays Impro	vemen	t Fund	
⊠ I ar	n an Idaho resident							
I.	What knowledge of	or experience do you h	nave that would	contribute to t	the Comm	nittee?		
County		rails all over the state, l Valley three to four tir		mountain biking	g. I am on	the tr	ails in	Blaine
2.	(Pertinent) natural	resource organization	s you belong to	:				
	Rivers United, Bac	kcountry Hunters and	Fisherman					
3.		of the open position w			ted in the	reque	est for	
	RTP Hiking							
4.	What, in your opin	nion, is the program lac	cking or what ir	mprovements ca	ın be mad	e?		
where i		ore access. I believe we bikes could share espe				could	be lots	of places
5.		the Committee throug a club or organization e):		mmercial	⊠User			
6.	Which recreations Motor Boat Recreational		wn that is curre nowmobile off-Road Motor		in Idaho? □Moto ⊠N/A	rbike		

/.	that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
	N/A
8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
	N/A
9.	What name is the equipment registered under (Please be specific)?
	N/A
10.	Approximately how often do you use your recreational equipment per year?
П.	Do you have a computer and access to the internet and email? Yes No

Advisory committee members are required to attend the rating meeting in Boise in March and must sign a Memorandum of Understanding.

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Kathy Muir at 514-2431 or Kathy.Muir@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.

N/A.



1

Name:	Sarah Obe	er	Address:	390 E. Water	Pocket Lane		
Phone	#: (Home)	70.00	City: Ga	arden City	State: ID	Zip:	83714
Phone	#: (Work or Cell)	208-901-0573	Email:		gmail.com		
	oplying for the followi		Recreational Ti	rails; 🗌 Water	Road Motor Vehic ways Improveme und (double clic	ent Fund	
I.	What knowledge or	experience do yo	u have that wou	ld contribute to	o the Committee	e?	
	I am an avid user of to maintaining trails maintenance do no grant writing, but a having worked for	s for recreational ot affect surroundi lso formal corresp	use, as well as on ng wildlife. I also oondence, conte	ensuring that a o have a back	iny future trail fo ground in both w	rmations riting (to	s or trail s some extent
2.	(Pertinent) natural r	esource organizati	ions you belong	to:			
	N/A						
3.	Please list the title or recruitment. (Examp				listed in the requ	uest for	
	Recreational Trails	Advisory Commi	ttee.				
4.	What, in your opinion	on, is the program	lacking or what	improvements	can be made?		
	I am not entirely fa I think this could b within the organiza input from the con	e an issue with re ation. So perhaps	gards to commi	unication with	the general publ	ic and tr	ansparency
5.	Is your interest in th Membership in a Other (describe)	club or organizatio	•	ommercial	∡ User	_	
6.	Which recreational Motor Boat Recreational \		own that is curn]Snowmobile]Off-Road Moto		d in Idaho? Motorbike N/A		
7.	For verification purp						

8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
9.	What name is the equipment registered under (Please be specific)?
10.	Approximately how often do you use your recreational equipment per year?
H.	Do you have a computer and access to the internet and email? Yes No
You are	e not limited to the space provide on this form.

Advisory committee members are required to attend the rating meeting in Boise in March and must sign a Memorandum of Understanding.

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Kathy Muir at 514-2431 or Kathy.Muir@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.



Name:	I om VVuest		Addr	ess:	P.O, box 33/3				
Phone #	#: (Home)		City:		Hayden	State:	Idaho	Zip:	83815
Phone #	#: (Work or Cell)	208-625-0614		Email:	Tmktm300@ya	ahoo.con	1		
_	plying for the follow		X Recrea	ational 7	hicle;	ways Im	oroveme	ent Fur	
I.	What knowledge	or experience do	you have th	at wou	d contribute to	the Com	mittee?	I have	served on
	I am a long time si currently on the tr last 3 years.								
2.	(Pertinent) natural	resource organi	zations you l	pelong (co:				
3.	Please list the title recruitment. (Exar Motorcycle RTP D	mple: Snowmobil	ling, District			sted in th	ne reque	est for	
4.	What, in your opin	nion, is the progr	am lacking o	r what	improvements c	an be ma	ıde?		
	I believe we need Grant Fund that g						ants app	olied to	the RTP
5.	Is your interest in x Membership in Other (describe	n a club or organi			ommercial	x∏Us	er		
6.	Which recreations Motor Boat Recreations		Snowmo	obile	ently registered		otorbike		

7.	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:				
	M18 137778				
8.	Please list the year, make & model of the above equipment that makes you eligible for this position? 2016 KTM 350 XCF				
9.	What name is the equipment registered under (Please be specific)? Tom Wuest				
10.	Approximately how often do you use your recreational equipment per year?36				
П.	Do you have a computer and access to the internet and email? x Yes No				

Advisory committee members are required to attend the rating meeting in Boise in March and must sign a Memorandum of Understanding.

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Kathy Muir at 514-2431 or Kathy.Muir@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.



Name:	Madonna Lenger	ich	Address:	4975 N. Bitte	rbrush Dr.		
Phone:	NA #: (Home)		City: Boise		State:	Zip:	83703
	#: (Work or Cell)	208 859 6034	Email:	lengerima@gi			
I am ap	plying for the follow		Recreational Vel Recreational Tra Land & Water C	ils; 🗌 Waterw	ays Improven	ment Fund	
⊠ I ar	n an Idaho resident						
1.	What knowledge o	r experience do yo	ou have that would	d contribute to	the Committ	ee?	
process backco also be	pass Park and Ski lesses related to backed untry/snowmobile to en a part of the Idah nance, etc. Spend co	ountry/cross count errain on Pilots Pea o City yurt system	try skiing for nearly ak. Been skiing bac n since it began, ma	y 50 years in Bo kcountry and to arking trails, bro	oise. Helped l rail systems fo ushing, buildin	Boise NF or a long t ng yurts, y	designate time. Have
2.	(Pertinent) natural	resource organizat	tions you belong to	o:			
ICL, Sie	erra Club, Land Trus	t					
3.	Please list the title recruitment. (Exam				sted in the re	quest for	
Cross o	country ski position	on Recreational T	rails committee.				
4.	What, in your opin	ion, is the program	n lacking or what i	mprovements c	an be made?		
Better	cooperator and user	interaction.					
5.	Is your interest in to Membership in a Other (describe	club or organizati	_	mmercial	⊠User		
6.	Which recreational Motor Boat Recreational		u own that is curre Snowmobile Off-Road Motor		in Idaho? Motorbil N/A	ke	
7.	For verification pur that is provided by	poses, please prov Idaho Parks & Rec	ide the registratio reation or the De	n or sticker nur partment of Mo	mber for the a	above equ if it is an	iipment RV:

8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
9.	What name is the equipment registered under (Please be specific)?
10.	Approximately how often do you use your recreational equipment per year?
11.	Do you have a computer and access to the internet and email? Yes No

Advisory committee members are required to attend the rating meeting in Boise in March and must sign a Memorandum of Understanding.

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Kathy Muir at 514-2431 or Kathy.Muir@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.



Name:	Martin Poxleitner	Address:	107 Wheatland	Lane			
Phone #	#: (Home) 208-983-5816	City:	Grangeville	State:	ID	Zip:	83530
Phone #	#: (Work or Cell)	Email:	mppoxlei@gm	ail.com		4	
	olying for the following committ	ree:	ils; 🗌 Waterwa	ys Impro	vemer	nt Fund	
I.	What knowledge or experience	e do you have that would	contribute to t	he Comr	nittee?		
	Currently the snowmobile repr	resentative for the RTP o	ommittee.				
	Single track 20+ years Snowmobile 20+ years Off-road Jeep 10+ years Camping, Fishing & Hiking 35+	years					
2.	(Pertinent) natural resource or	ganizations you belong to	D:				
3.	Please list the title of the open recruitment. (Example: Snown			ted in the	e reque	est for	
	Snowmobile, will be interesting	in Jeep next.					
4.	What, in your opinion, is the pr	rogram lacking or what i	mprovements ca	n be mad	le?		
	The new electronic score syste	em in 2018 was awesome	. Overall well m	anaged.			
5.	Is your interest in the Committe Membership in a club or org	ganization Co	mmercial	User			

6.	Which recreational equipment do you own that is currently registered in Idaho? ☐Motor Boat ☐Snowmobile ☐Recreational Vehicle ☐Off-Road Motor Vehicle ☐N/A
7.	For verification purposes, please provide the registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV:
8.	Please list the year, make & model of the above equipment that makes you eligible for this position?
	2018 Skidoo 850 snowmobile 1976 C77 Jeep 2015 Ranger 2007 Weldcraft 21' jetboat
9.	What name is the equipment registered under (Please be specific)?
	Martin Poxleitner
10.	Approximately how often do you use your recreational equipment per year?40+ times
11.	Committee members will be required to review, make notes and rate all applications within an on-line system in electronic format. Please indicate if you have a computer with reliable access to the internet an email.
	∑Yes □No

Advisory committee members are required to attend the rating meeting in Boise in March and must sign a Memorandum of Understanding.

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□ IDAPA RULE□ BOARD ACTION REQUIRED□ BOARD POLICY□ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
August 21-22, 2018
Indian Creek Park
314 Indian Creek Park Rd.
Coolin, ID 83821

AGENDA ITEM: Kokanee Cove Update

ACTION REQUIRED: Information Only

PRESENTER: Anna Canning

PRESENTATION

BACKGROUND INFORMATION:

At the May meeting Keith Hobbs presented a draft RFI for a lodge at Kokanee Cove. Mr. Hobbs also informed the Board that we would be working with CHM to assist in fleshing out the RFI. The Board had previously encouraged staff to not rely heavily on a consultant but to, instead, only use the consultant for the specific expertise we lacked.

In June IDPR contracted with CHM to provide specific expertise in park lodging that we lacked. Staff worked with CHM through June and July to gather information that would be of interest to potential responders and to finalize the RFI. The RFI was mailed and/or emailed to 30 potential respondents, including 9 hospitality businesses in the McCall area. The RFI is attached for your reference. Key dates for the RFI are:

- Issuance of RFI: August 1, 2018
- Last day to notify IDPR of attendance at site visit: September 4, 2018
- Optional site visit: September 8, 2018
- Last day to submit written questions regarding the RFI: September 12, 2018
- IDPR responds to questions: September 19, 2018
- Deadline to submit RFI: September 30, 2018

There does appear to be interest in the project. Within hours of sending out the RFI, Mr. Hobbs received three email responses to say that they had received the material and to thank us for including them in the process.

We sent the RFI to the following businesses:

BUSINESS	CITY/STATE/ZIP
Idaho Lodging & Restaurant Association	Boise, Idaho
True North Hotel Group	Overland Park, KS
Ball Ventures	Idaho Falls, Idaho
B&T Hospitality Management	Idaho Falls, Idaho
WHG Hospitality Management/Brimark Developers	Neenha, WI
White-Leasure Development Company	Boise, Idaho
InterMountain Management LLC	Lake Oswego, OR 97034
McNeill Hotel Company	Germantown, TN 38138
Woodbury Corporation	Salt Lake City, Utah 84109-1662
Obie Companies	Eugene, OR 97401
The Raymond Group	Middleton, WI 53562
Erck Hotels	Missoula, MT 59808
Aramark	Seattle, WA 98104
U.S Hotels and Resorts	Sioux Falls, SD 57107
Ortega Family Enterprises	Santa Fe, NM 87501
Guest Services Incorporated	Fairfax, VA 22031
Delaware North Companies	Buffalo, New York 14202
California Parks Company	Red Bluff, CA 96080
Super 8 Wyndham McCall	McCall, ID 83638
The Scandia Inn	McCall, ID 83638
Best Western Plus	McCall, ID 83638
Rustic Inn McCall	McCall, ID 83638
Shore Lodge	McCall, ID 83638
Brundage Bungalows	McCall, ID 83638
Holiday Inn Express & Suites	McCall, ID 83638
Third Street Inn	McCall, ID 83638
Tamarack Resort	Tamarack, ID 83638
Bear Creek Lodge	McCall, ID 83638
NAIExcel	St. George, UT 84770
Redfish Lake Lodge General Manager	Stanley, ID

STAFF RECOMMENDATIONS:

This is an information only item; no action is necessary. We look forward to continuing this effort and keeping the Board apprised of the results.



July 30, 2018

C. L. "Butch" Otter Governor

David R. Langhorst
Director

IDAHO PARK AND RECREATION BOARD

Doug Eastwood

District One

.....

Randy Doman
District Two

Michael Boren
District Three

Gordon Hansen
District Four

Pete J. Black Board Chair District Five

Louis Fatkin
District Six

DIRECTOR'S OFFICE

5657 Warm Springs Avenue P.O. Box 83720 Boise, Idaho 83720-0065

Phone (208) 334-4199

www.parksandrecreation.idaho.gov

Dear Potential Development Partner:

The Idaho Department of Parks and Recreation (IDPR) is pleased to share with you this Request for Information (RFI) for a proposed lodge facility development at Kokanee Cove within Ponderosa State Park. This six-acre parcel of land was acquired in 2001 with the intent to provide additional recreational experiences for Idaho residents. IDPR continues to make significant infrastructure investments at Ponderosa State Park and is interested in leveraging those investments to expand overnight accommodations and services to our visitors.

This RFI provides our objectives for development, requirements for response, and additional information to provide insight as to the site and market opportunities. IDPR has developed this RFI as a precursor to a potential Request For Proposals (RFP). IDPR desires your input to ensure that a future RFP would address potential private-sector development needs. IDPR has scheduled an optional site visit on Saturday, September 8, 2018 that we encourage you to attend. We feel it will be an excellent opportunity for you to gain additional insight regarding this unique development opportunity.

IDPR appreciates your consideration of this RFI and looks forward to receiving feedback from you.

Sincerely,

David Langhorst, Director

Idaho Department of Parks and Recreation

LLOR. Jy



REQUEST FOR INFORMATION

Development of Kokanee Cove at Ponderosa State Park, McCall Idaho



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REQUEST FOR INFORMATION Development of Kokanee Cove at Ponderosa State Park, McCall, Idaho

Posted Date: August 1, 2018
Deadline for Submission: September 28. 2018

Subject: RFI for Development of Kokanee Cove, Ponderosa State Park, McCall, Idaho

Dear Interested Parties:

The Idaho Department of Parks and Recreation ("IDPR"), is soliciting Requests for Information for the potential development of the Kokanee Cove parcel within <u>Ponderosa State Park</u>, located at 1920 N. Davis Avenue in McCall, Idaho.

The six-acre acre Kokanee Cove ("Property") parcel is part of Ponderosa State Park which is in the heart of one of Idaho's most popular and fastest growing year-round recreation destinations. Payette Lake is the primary attraction of the park and provides for a variety of water-based recreation activities. Ponderosa State Park is located within the Southwestern Tourism Region which accounts for over 40 percent of the state's tourism expenditures and approximately 37 percent of all overnight visitor volume to the state.

The property available for development was the former site of a Nazarene Church Camp, which ended operation in 2000. Several buildings remain on the approximately six-acre site, primarily consisting of bunkhouses and support facilities of 1960's and earlier construction.

IDPR has four objectives for the development of this Property:

- 1. To provide enhanced, year-round recreational opportunities for the visiting public by offering a diversity of services, available to a wide range of park users including families and groups.
- 2. To successfully blend a new recreation opportunity with the park's natural landscape (e.g. environmental and aesthetic), the park's existing development and the park's established summer and winter programs and uses.
- 3. To employ the best commercial practices to the benefit of both the Idaho Department of Parks and Recreation in the form of sufficient return for each.
- 4. To maintain positive relations with local communities, adjacent property owners and park users.

IDPR has identified a minimum scope of facilities for this Property, to include:

- 1. Resort or lodge complex with a minimum of 30 available guest rooms.
- 2. Conference and meeting facilities accommodating a minimum of 60 people.
- 3. Food and beverage operations that accommodate lodge guests and park visitors.

IDPR contemplates a development agreement under a Concession Lease commensurate with the level of investments required.

IDNR appreciates your consideration of this opportunity and looks forward to your submission and feedback. If you do not decide to respond to this RFI, please at a minimum complete Exhibit 1: Non-Response RFI Form so we can continue to improve our RFI process.

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7.0

8.0 9.0

10.0

2.0 IDPR RFI OBJECTIVES

IDPR's objectives for the Request for Information are:

- 1. To provide information on the proposed development opportunity.
- 2. To determine existing market interest and feasibility of development.
- 3. To solicit information that will assist IDPR in determining the content of a potential future Request for Proposal.

The issuance of the RFI is solely for information and planning purposes. It does not constitute a Request for Proposals (RFP), nor does it obligate IDPR to issue a RFP. This RFI does not require IDPR to commit to a contract for any purpose.

3.0 IDPR PROPOSED DEVELOPMENT OBJECTIVES

IDPR has four development objectives for this Property:

- 1. To provide enhanced, year-round recreational opportunities for the visiting public by offering a diversity of services, available to a wide range of park users including families and groups.
- 2. To successfully blend a new recreation opportunity with the park's natural landscape (e.g. environmental and aesthetic), the park's existing development and the park's established summer and winter programs and uses.
- 3. To employ the best commercial practices to the benefit of both the Idaho Department of Parks and Recreation in the form of sufficient return for each.
- 4. To maintain positive relations with local communities, adjacent property owners and park users.

IDPR has identified a minimum scope of facilities for this Property, to include:

- 1. Resort or lodge complex with a minimum of 30 available guest rooms.
- 2. Conference and meeting facilities accommodating a minimum of 60 people.
- 3. Food and beverage operations that accommodate lodge guests and park visitors.

IDPR notes that the RFI cover and designs outlined in Exhibit 7 are conceptual in nature. IDPR invested in preliminary scoping to frame ideas for IDPR stakeholders. IDPR is open to concepts and ideas for this opportunity that are outside those presented in Exhibit 7.

IDPR contemplates a development agreement under a Concession Lease commensurate with the level of investments required. IDPR Defines a "Concession Lease" as, "a lease agreement that grants private operators the right to use specified facilities within state parks to sell goods or services to park visitors that enhance recreational opportunities."

4.0 ISSUING OFFICE, RFP REFERENCE NUMBER

Idaho Department of Parks and Recreation is the issuing office for this document (RFI PON KOK 2018) and all subsequent addenda relating to it on behalf of the IDPR. The Issuing Officer is Keith Hobbs who can be reached via phone at 208-514-2450 or via email at keith.hobbs@idpr.idaho.gov. The subject line of any email associated with this RFI should state: IDPR RFI PON KOK 2018.

5.0 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

Issuance of RFI	Wednesday, August 1, 2018
Notification of Attendance of Site Visit	Tuesday, September 4, 2018
Optional Site Visit	Wednesday, September 8, 2018
Deadline for Submission of Written Inquiries	Wednesday, September 12, 2018
Responses to Questions	Wednesday, September 19, 2018
RFI Submission Deadline	Friday, September 30, 2018
	4pm MT

6.0 INFORMATION TO BE INCLUDED IN RESPONSE TO THIS RFI

Entities submitting a proposed response should submit the following information. This required information in no way limits the respondent from providing additional information about their plan for the Property.

- 1. Entity: Name and description of the entity submitting the RFI.
- 2. **Entity Contact Information:** Name, mailing address, telephone number and email address of the entity's primary contact.
- 3. **Proposed Development Concept:** Identify the scope and scale of facilities the respondent envisions for the Property. Specifically provide:
 - a. Number of Overnight Accommodations;
 - b. Type of Overnight Accommodations; and,
 - c. Support facilities within or part of Overnight Accommodations.
- 4. **Experience:** Identify firm experience in developing and managing businesses like those proposed above under #3 within the last five years. Provide this data in the format outlined on the following page:

Year	Location	# of Units (e.g. xx, rooms)	Support Amenities	Company Role (1)	Total Development Costs excluding Land Costs.
(1) Ow	ner/Developer	r/Management			

- (2) Owner/Management
- (3) Developer/Management

- 5. **Financing Plan:** Identify the following elements of your financing concept for the Property:
 - a. Identify the minimum lease term contemplated.
 - b. Identify the fund sources used for development of the property.
 - c. Identify an estimate of the minimum investment the respondent anticipates is needed to develop the property.
 - d. Identify the areas for which State financial resources would be desired to support development.

6. Economic and Community/State Benefits

a. Describe how the proposed development plan would provide economic and quality of life benefits to the immediate community and the State.

7. Concession Lease Review:

a. Identify if there are any issues related to the Large Concession Agreement –
 General Terms and Conditions that would provide barriers to a potential future RFP response.

8. Other Issues:

a. IDPR is interested in understanding other issues that it should consider as part of this process to develop the Kokanee Cove site. Please provide any comments/guidance you believe would be useful to IDPR regarding this opportunity.

7.0 INSTRUCTIONS/SUBMITTALS

- 1. If you received this RFI but are **NOT INTERESTED** in responding, we ask that you complete Exhibit 1 and return to us by August 30, 2018.
- 2. If you received this RFI and are **INTERESTED** in responding, responses must be received electronically by 4:00 P.M. MT on September 30, 2018. Electronic Submissions should be in a known format (e.g. PDF, DOC)

ATTN: Keith Hobbs, Operations Administrator Idaho Department of Parks and Recreation PO Box 83720 Boise, ID 83720-0065

Keith.Hobbs@idpr.idaho.gov

- 3. Respondents should at a minimum address those items listed in the "Information to be included in response to the RFI" section and be in the same order as the information is listed for consistency and continuity of the information received. Responses should be as comprehensive, detailed and concise as possible.
- 4. The information provided in the RFI is subject to change and is not binding in any way on the IDPR. IDPR has not made a commitment to procure any of the items discussed and the release of this RFI should not be construed as such a commitment.
- 5. All submissions or written information provided by the respondent become IDPR property and will not be returned. The respondent agrees that IDPR may copy the information received for the purposes of facilitating review or to respond to public records requests. Under law, submissions are public records, except for information that qualifies as a "trade secret," defined to mean information that derives economic value from not being generally known to other persons who could obtain economic value from its disclosure or use. If your submission includes confidential or proprietary information that you reasonably believe constitutes a trade secret, please clearly identify such information so that it may be redacted in the event IDPR receives a public records request.
- 6. All expenses incurred in response to this RFI are solely the responsibility of the respondent. The RFI should not be construed as authorization to incur cost for which reimbursement would be required or sought.
- 7. IDPR reserves the right to use ideas or adaptations of ideas which are discussed or to reject any information it receives pursuant to this RFI.
- 8. Acceptance of RFI: The right is reserved, as the interest of the IDPR may require, to reject any or all submissions.
- 9. Withdrawal: Respondents may withdraw their RFI at any time prior to the RFI closing time by email or written requests.
- 10. Signature: Each RFI must be signed by an authorized representative of the entity responding to the RFI. Please provide position and title in the signature block.

8.0 OPTIONAL SITE VISIT INSTRUCTIONS

Prior to the deadline for the written response to the RFI, an onsite tour and informational meeting will be held September 8, 2018 starting at 10:00 am local time. All respondents wishing to participate shall meet at the Ponderosa State Park Visitor Center, located at 1929 N. Davis Ave, McCall, Idaho.

Respondents interested in attending the tour and meeting <u>must</u> contact the Issuing Officer no later than 4:00 PM, September 4, 2018 to RSVP for the tour and meeting and to provide the following information:

- Name and principal place of respondent's business
- Confirmation of the number of individuals who will attend the onsite tour and meeting
- Name, address and telephone number of the respondent's representative to contact regarding all matters concerning the RFI

IDPR anticipates topics to be discussed as part of the onsite tour and meeting to include discussions covering the following areas:

- Inventory and condition of infrastructure on and services to the site.
- Current and proposed developments at Ponderosa State Park.
- Proposed minimum developments and rationale for interest
- Types of IDPR support that could be anticipated.
- Planning framework that is required for proposed development.

Respondents to the RFI are strongly encouraged, but not required, to attend the onsite tour.

9.0 QUESTIONS

Inquiries regarding the RFI should be directed by email to Issuing Officer with the subject line of stating: IDPR RFI PON KOK 2018. Any questions on this solicitation should be submitted no later than September 12, 2018 All questions will be responded to no later than September 19, 2018.

10.0 ADDITIONAL RFI RESPONDENT INFORMATION

The following information provides insight to the market opportunity for the proposed project. Data sources are identified under each Exhibit.

- Exhibit 1: Non-Response RFI Form
- Exhibit 2: Ponderosa State Park Overview
- Exhibit 3: Regional Location Map
- Exhibit 4: Ponderosa State Park Map
- Exhibit 5: Kokanee Cove Site Map
- Exhibit 6: Kokanee Cove Infrastructure Map
- Exhibit 7: Preliminary Renderings for Resort Concept
- Exhibit 8: Idaho State Park Visitation (System, Region and Park) 2014 to 2017
- Exhibit 9: Ponderosa State Park Deluxe Cabin Annual and Monthly Occupancy and Average Daily Rate
- Exhibit 10: Ponderosa State Park Campground Annual and Monthly Occupancy and Average Daily Rate
- Exhibit 11. Deluxe Cabin User Market Drawing Area
- Exhibit 12: Ponderosa State Park Special Events Calendar
- Exhibit 13: Southwest Idaho Tourism Region Profile
- Exhibit 14: Idaho Southwest Region, Valley County Lodging Tax Profile and City of McCall
- Tourism Tax
- Exhibit 15: Economic and Demographic Profile of Market Drawing Area
- Exhibit 16: Local and Regional Lodging Market
- Exhibit 17: Public Planning Framework
- Exhibit 18: Large Concession Agreement Framework- General Terms and Conditions

Exhibit 1: Non-Response RFI Form

To: Keith Hobbs Email: Keith.Hobbs@idpr.idaho.gov Re: Non-Response
Dear IDPR:
Our firm/entity will not be responding to this RFI for the following reasons (please check all tha apply)
1Not Adequate Time to Develop Response
2Not Adequate Information
3RFI response cannot be kept confidential
4Development Opportunity does not meet our firm's investment profile
5Development Opportunity with State does not interest us
6Development Opportunity outside of our financial capabilities
7Other
Sincerely,
Name of Firm:
Name of POC: Email of POC:
LIIIAII UI FUC.

Exhibit 2: Ponderosa State Park Overview







https://www.youtube.com/watch?v=KTflvty6HgM&feature=youtube

Acreage: 1,515 Elevation: 5,050 Operating Season:

Open Year Round for Day Use Activities, Campgrounds closed in Fall and Winter

Visitor Center

Overnight Facilities:

- 5 Deluxe Cabins
- 22 Standard Campsites
- 163 RV Sites
- ADA Sits, Cabins, (1 ADA)
- Amenities: Flush Toilets, showers, dump station, electricity, water and sewer

Boating:

Ramps and Handling Docks

Activities:

Camping, Picnicking, Hiking, Cycling, Mountain Biking, Volleyball, Horseshoe, Swimming,
 Fishing, Wildlife and Wildflower Viewing, Snowshoeing, Cross Country Skiing

Groups:

Shelters and Camps

Trails:

• 12 miles - Hike, Bike, Hard Path, Groomed Nordic

Wildlife:

• Osprey, Bald Eagle, Wood Duck, Mallard, Songbirds, Deer, Moose, Beaver, Bear, Fox **Education/Learning:**

• Guided Walks, Programs, Education Center, and Jr. Ranger Program

WiFi:

• At Visitor Center and Activity Center

Retail/Rentals:

Canoe and Kayak Rental, Nature Store for Souvenirs and Gifts

Other:

University of Idaho, McCall Outdoor Science School (MOSS) located within the boundaries of Ponderosa State Park. Idaho's only publicly operated K-12 Outdoor School. Includes a 10 – bunkhouses that sleep 6 people each and one yurt as well as dining lodge for meals upon request for campers. http://www.uidaho.edu/cnr/mccalloutdoor-science-school/programs-and-services/retreats. IPRD views this entity as a unique resource for outdoor education programming for lodge guests.

Exhibit 3: Regional Location Map – Ponderosa State Park



Exhibit 4: Ponderosa State Park Map



Exhibit 5: Kokanee Cove Site Location Map

Pondersoa State Park Visitor Center and Kokanee Cove

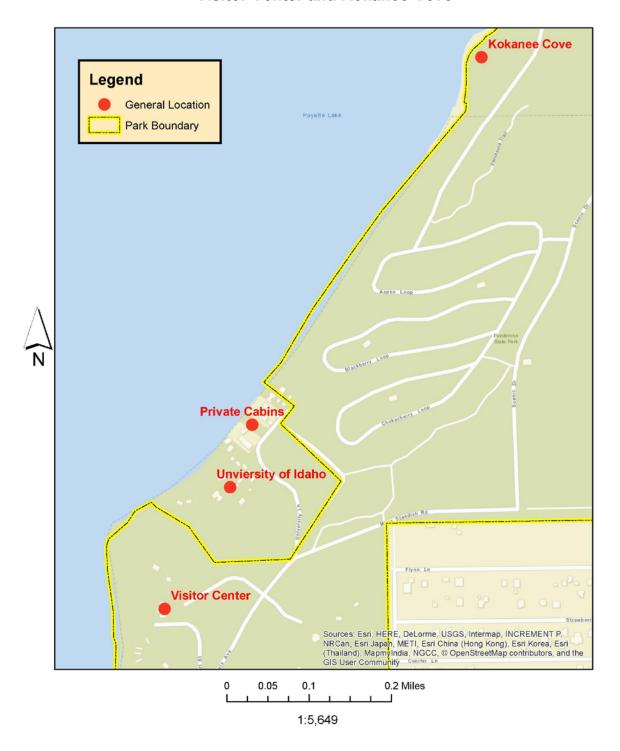
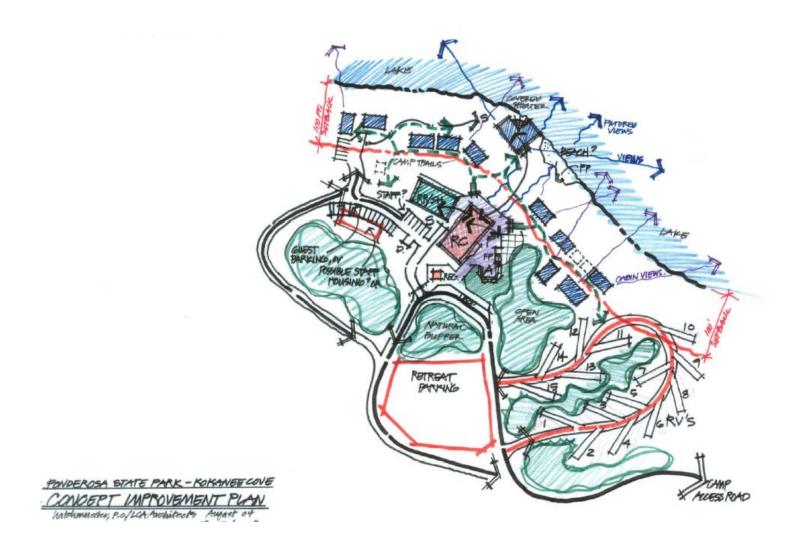


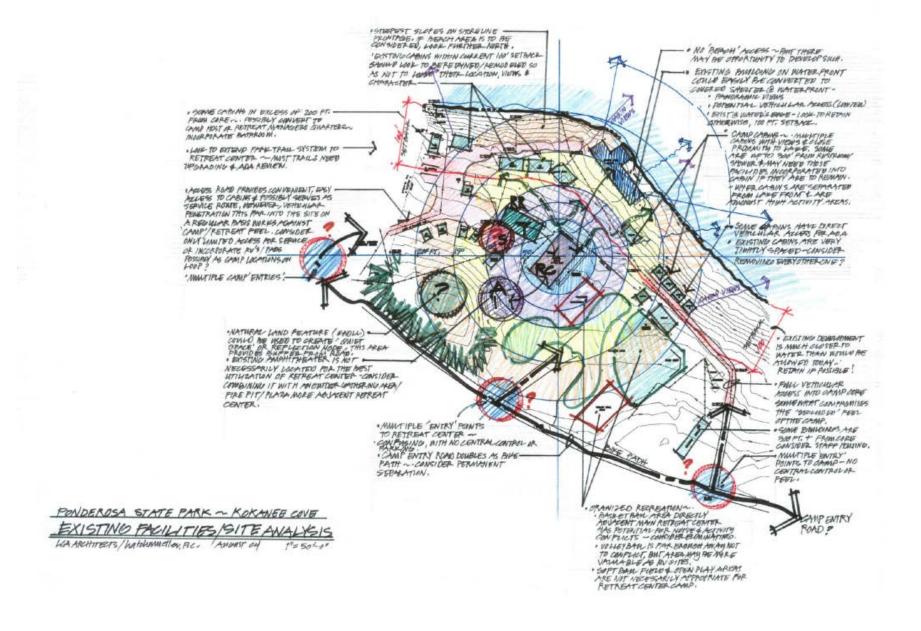
Exhibit 6: Kokanee Cove Infrastructure Map



Exhibit 7: Preliminary Renderings for Resort Concept







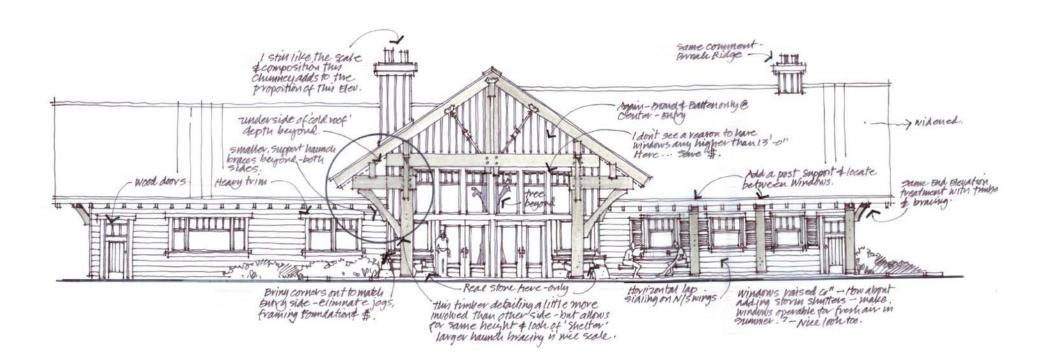


Exhibit 8: Idaho State Park Visitation (System, Region and Park) 2014 to 2017

Source: Idaho State Parks

	Park Visitation											
	Idaho S	tate	Park System		Idaho State	e Park	Southwest I	Region	Pond	lerosa	State Park	
	Day	(%)	Overnight	(%)	Day	(%)	Overnight	(%)	Day	(%)	Overnight	(%)
2014	4,733,335	89%	575,434	11%	1,627,793	89%	196,490	11%	288,433	80%	71,592	20%
2015	4,465,104	88%	585,350	12%	1,634,727	90%	184,318	10%	329,815	82%	73,746	18%
2016	4,819,436	89%	609,967	11%	1,990,293	90%	213,952	10%	352,897	81%	81,481	19%
2017	5,426,300	90%	626,895	10%	2,320,106	91%	217,485	9%	376,040	81%	86,712	19%
CAGR	3.47%		2.16%		9.26%		2.57%		6.86%		4.91%	

Note: CAGR: Compound Annual Growth Rate

F	onderosa S	tate Park R	esident vs.	Non-Reside	nt Visitatio	n	
	Resident Day Use	I Resident I		Resident Campers	Non- Resident Campers	Total Campers	
2014	253,821	34,612	288,433	59,084	12,508	71,592	
2015	290,237	39,578	329,815	59,541	14,205	73,746	
2016	310,550	42,348	352,897	66,077	15,404	81,481	
2017	330,915	45,125	376,040	67,727	18,985	86,712	

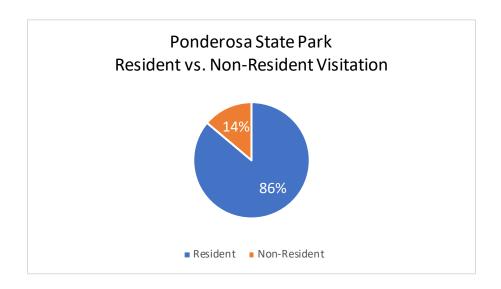


Exhibit 9: Ponderosa State Park Deluxe Cabin Annual and Monthly Occupancy and Average Daily Rate

Source: Idaho State Parks

				Mid Week Occupancy (M-			Average Length of Stay	Estimated Multiple Occupancy
	Available	Occupied	(%)	TH)	SN)	(ADR)	(Days)	Factor (MOF)
2015	1,517	930	61%	51%	72%	\$ 121.52	2.2	3.9
2016	1,591	1,029	65%	54%	78%	\$ 122.68	2.2	4.1
	1,501	927	62%	53%	71%	\$ 120.02	2.2	3.9

				Ponderosa	a State Park	Deluxe Cabi	ns Monthly a	and Annual	Occupancy				
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
2015	41%	52%	68%	46%	60%	84%	99%	84%	74%	56%	23%	39%	61%
2016	50%	46%	67%	42%	76%	99%	99%	96%	86%	57%	22%	42%	65%
2017	51%	43%	53%	33%	66%	87%	100%	99%	81%	73%	22%	38%	61%

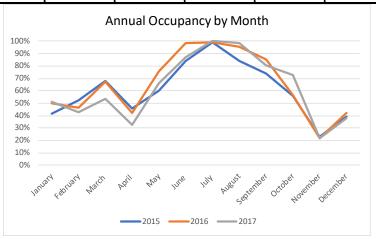


Exhibit 10: Ponderosa State Park Campground Annual and Monthly Occupancy and Average Daily Rate

Source: Idaho State Parks

	Standard Campsites											
	Campsite Days Available	Campsite Days Occupied	Occupancy (%)	Mid Week Occupancy (M-TH)	Weekend Occupancy (F-SN)	Average Daily Rate (ADR)	Average Length of Stay (Days)	Estimated Multiple Occupancy Factor (MOF)				
2015	3,190	717	22%	16%	31%	\$ 16.06	1.4	1.4				
2016	2,816	918	33%	26%	41%	\$ 15.75	1.5	1.5				
2017	3,520	992	28%	26%	31%	\$ 16.60	1.7	2.9				

	RV Campsites											
	RV Site RV Site Mid Week Weekend Average Average Days Days Occupancy Occupancy Daily Rate Length of Available Occupied (%) (M-TH) (F-SN) (ADR) Stay (Days) F											
2015		15,919	(%) 59%	52%	(F-SN) 69%	(ADR) \$ 32.58	2.2	Factor (MOF) 3.9				
2016	26,076	16,830	65%	60%	72%	\$ 32.65	2.3	4.0				
2017	26,240	16,676	64%	60%	69%	\$ 33.21	2.3	4.1				

Exhibit 11. Deluxe Cabin User Market Drawing Area 2017

Source: Idaho State Parks

	Idaho	
City	Total Orders	% Orders
Boise	148	55.02%
Caldwell	8	2.97%
Eagle	14	5.20%
Emmett	3	1.12%
Hagerman	1	0.37%
Idaho Falls	6	2.23%
Jerome	1	0.37%
Kamiah	1	0.37%
Kuna	4	1.49%
Lewiston	2	0.74%
McCall	6	2.23%
Meridian	31	11.52%
Middleton	1	0.37%
Moscow	4	1.49%
Mountain Home	1	0.37%
Nampa	20	7.43%
New Meadows	1	0.37%
Plummer	1	0.37%
Pocatello	1	0.37%
Rigby	1	0.37%
Star	5	1.86%
Twin Falls	1	0.37%
Weiser	6	2.23%
Wilder	1	0.37%
Worley	1	0.37%

State/Province	Total Orders	% Orders		
Arizona	1.00	0.31%		
California	8.00	2.51%		
Colorado	1.00	0.31%		
Florida	3.00	0.94%		
Idaho	276.00	86.52%		
Iowa	1.00	0.31%		
Kentucky	1.00	0.31%		
Montana	1.00	0.31%		
Nevada	2.00	0.63%		
Ohio	2.00	0.63%		
Oregon	4.00	1.25%		
South Carolina	1.00	0.31%		
Texas	1.00	0.31%		
Utah	5.00	1.57%		
Washington	11.00	3.45%		
Sweden	1.00	0.31%		

Exhibit 12: Ponderosa State Park Special Events Calendar

Source: Idaho State Parks

The following is a listing of events that occur at Ponderosa State Park annually on a recurring basis. It is estimated that approximately 2,600 individuals attend these events.

Summer

Endless Trails
Migratory Bird Day
National Trail Day
Free Fishing Day
Bark in the Park
Park Fun Run
Payette Forest Children
Ponderosa Star Party
Xterra Triathlon
Dash and Splash Cross Country Tournament
Roots Forest School 5K Fun Run

Winter

Free Ski Day McCall Remastered X-C Ski Event Race for Diamonds

In addition to the events that occur at Ponderosa State Parks on an annual basis, approximately 60 group use shelter reservations per year occur in the Park. Eighty percent of these reservations are for either a Family Reunion or Wedding.

Exhibit 13: Southwest Idaho Tourism Region Profile

Source: Idaho Department of Commerce- Tourism Development



THE SOUTHWEST **IDAHO TOURISM EFFECT**



Tourism is the state's 3rd largest industry, behind agriculture and technology

Top reasons visitors come to Idaho:

- + visit friends and family
- + experience the outdoors
- +tour the region

Top 5 visitor activities in Southwest Idaho:



shopping



fine dining



swimming



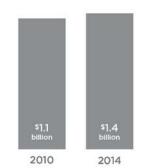
hiking/backpacking



national/state park

Traveler Spending

Amount spent in Southwest Idaho:



Tourism Employment

The Southwest Idaho tourism industry employs:

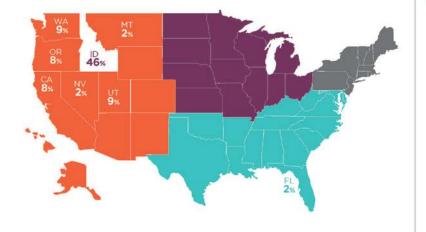
13,200 people

Overnight Stays

The average number of nights spent in Southwest Idaho:

3.8 nights

Top states with visitors to Southwest Idaho:



Top cities of origin for overnight trips:

- 1. Boise, ID
- 2. Salt Lake City, UT
- 3. Idaho Falls-Pocatello, ID
- 4. Portland, OR
- 5. Twin Falls, ID
- 6. Spokane, WA
- 7. Seattle-Tacoma, WA
- 8. Los Angeles, CA
- 9. New York, NY
- 10. Sacramento-Modesto, CA

Dean Runyan, The Idaho Economic Impact Report and Longwoods International, Who is the Idaho Traveler? 2015 Edition

*Data collected from below average sample size. Figures reflect domestic travel only. FOLLOW US: 🕡 😝 🕟 VISITIDAHO.ORG



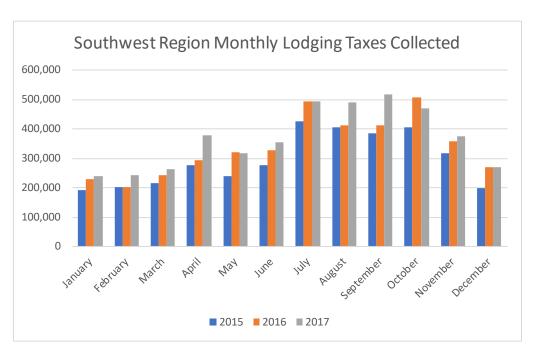




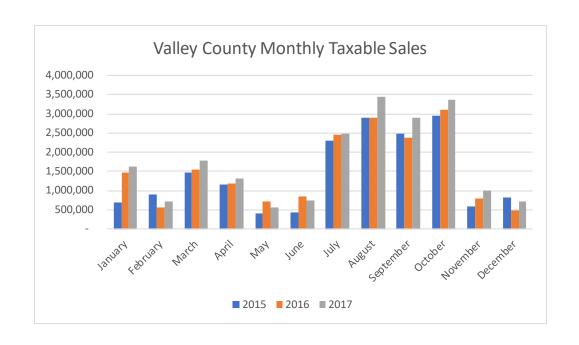
Exhibit 14: Idaho Southwest Region, Valley County Lodging Tax Profile and City of McCall Tourism Tax

Source: Idaho Tax Commission and City of McCall

	Southwest Region Monthly Lodging Taxes Collected												
	January	February	March	April	May	June	July	August	September	October	November	December	Total Year
2015	190,651	202,181	214,689	275,268	239,111	275,799	425,865	403,843	385,715	406,004	316,875	199,443	3,535,443
2016	229,770	201,619	241,750	292,304	320,551	326,021	494,286	413,218	410,791	505,992	357,720	269,627	4,063,648
2017	240,405	242,682	262,093	378,305	316,771	355,474	492,639	489,357	517,958	469,427	373,626	271,220	4,409,957
												CAGR	8%



		Valley County Monthly Lodging Tax Collected												
_		January	February	March	April	May	June	July	August	September	October	November	December	Total Year
	2015	14,086	17,790	29,394	22,988	8,233	8,562	46,178	58,005	49,836	58,970	12,004	16,519	342,565
	2016	29,339	11,366	30,898	23,499	14,223	17,243	49,192	57,811	47,637	61,932	16,021	9,974	369,135
	2017	32,609	14,322	35,582	26,126	11,280	14,896	49,787	68,942	57,763	67,189	20,030	14,600	413,126
													CAGR	6%

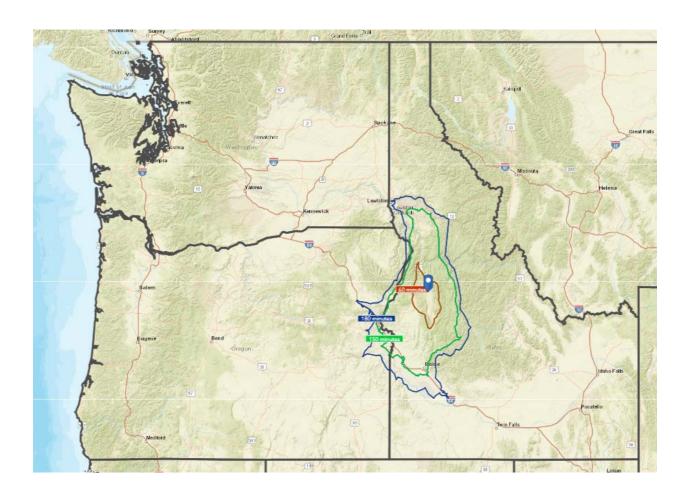


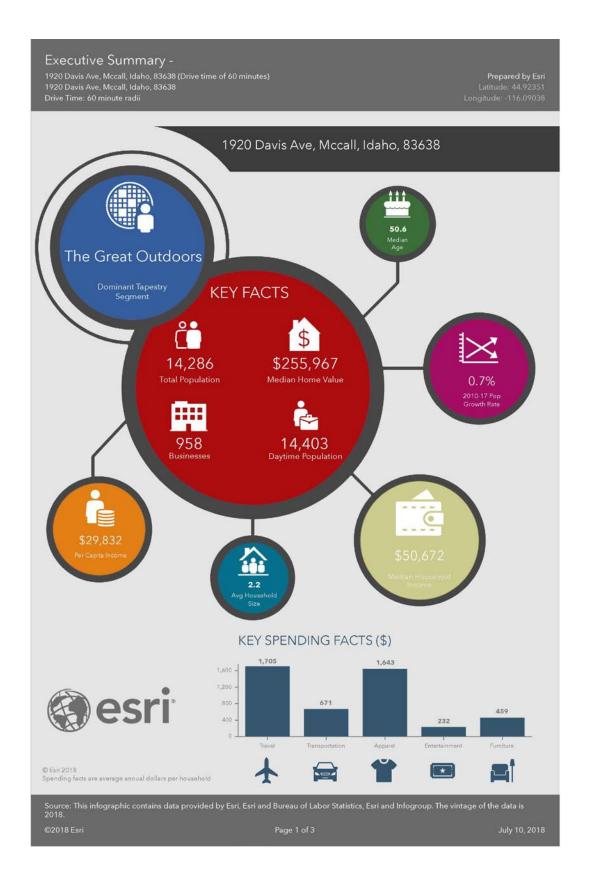
The City of McCall has a 3% Tourism Tax and 3% Street Tax on Lodging Sales on hotel and motel as well as short term rentals. The following represents data from the 3% Tourism Tax FY 16, FY17 and YTD FY18

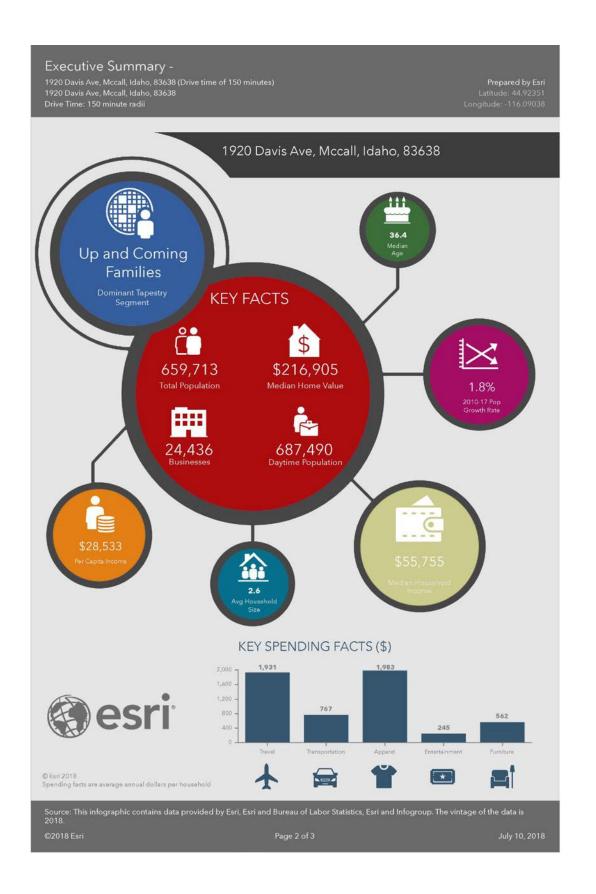
City of McCall Tourism	Local Option	on Tax - 3%	% of Lodgin	g Sales
Month	FY16	FY17	FY18	% change FY16 to FY17
October	\$ 22,085	\$ 25,791	\$ 27,291	17%
November	\$ 12,986	\$ 15,209	\$ 16,795	17%
December	\$ 31,168	\$ 32,785	\$ 33,179	5%
January	\$ 31,157	\$ 31,506	\$ 40,522	1%
February	\$ 32,613	\$ 35,777	\$ 38,158	10%
March	\$ 23,712	\$ 25,885	\$ 31,016	9%
April	\$ 15,255	\$ 14,865	\$ 15,520	-3%
May	\$ 22,047	\$ 23,315	\$ 24,957	6%
June	\$ 50,323	\$ 55,034		9%
July	\$ 82,520	\$ 88,713		8%
August	\$ 71,300	\$ 81,215		14%
September	\$ 53,966	\$ 57,591		7%
Total Dollars Received	\$449,132	\$487,686	\$227,438	9%

Exhibit 15: Economic and Demographic Profile of Market (Drive Time of 60, 150 and 180 Minutes)

Source: ESRI







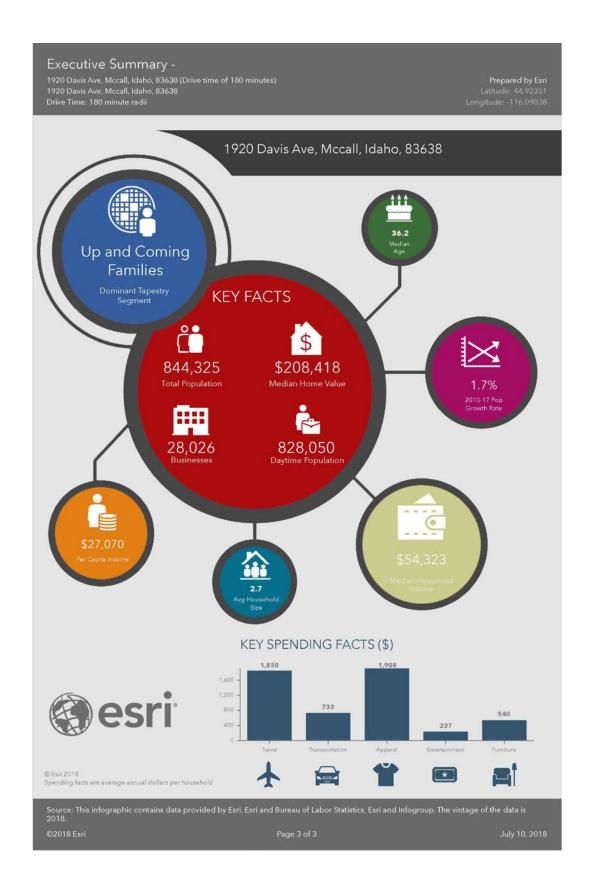


Exhibit 16: Local and Regional Lodging Market

Source: Idaho Department of Commerce and Respective Hotel Websites

Overall lodging market performance data is not publicly available. Smith Travel Research identifies a total of nine properties within the census however, there is limited participation. The rack rates provided below represent publicly published rack rates and provide insight as to the supply and rate positions during the various seasons.

Vacation Rentals provide a relatively large component of the lodging market in this location. The Idaho Department of Tourism estimates that within Valley County, in which McCall is located, on average over the course of the year, there are approximately 600 vacation rental type listings that would compete with hotels. Listings peak in the winter months to approximately 1000.

Dates Used for Comparison	Comparison As of Ju Summer Weekday:	Q.	/15-8/16		\A	/inte	r Weekday:		11/13-11/14		
bates osed for companison	Summer Weekend:		/25-8/26				r Weekend:		11/17-11/18 11/17-11/18		
Super 8 by Wyndham McCall										Amenities	
<u>Website</u>										WIFI (free?)	Х
Address: 303 S 3rd St, McCall, ID 83638										Cont. Breakfast	Х
Phone: (208) 634-4637										Laundry	Х
			Summer		Summer		Winter		Winter		
Room Type	Max Occ.	V	Veekday		Weekend		Weekday		Weekend	Pool	
2 Queen (Standard)	4	\$	160.00	\$	180.00	\$	129.00	\$	139.00	Gym	
King	2	\$	156.00	\$	175.00	\$	124.00	\$	134.00	A/C	
1-king Suite	2	\$	170.00	\$	190.00	\$	139.00	\$	149.00	TV	Х
2-Queen Suite	4	\$	170.00	\$	190.00	\$	139.00	\$	149.00	Microwave/Fridge	х
3-Queen Suite	6	\$	170.00	\$	190.00	\$	139.00	\$	149.00	Restaurant	
Military Discount 15%											
The Scandia Inn										Amenities	
http://www.thescandiainn.com/										WIFI (free?)	х
Address: 401 N 3rd St, McCall, ID 83638										Cont. Breakfast	Ħ
Phone: (208) 634-7394										Laundry	
			Summer		Summer		Winter		Winter		
Room Type	Max Occ.		Veekday		Weekend		Weekday		Weekend	Pool	1
2 Queen	4		84.00	\$	84.00	\$	79.00	\$	79.00		
	2		79.00	\$		_		\$		•	_
King				_	84.00		79.00	_	79.00		\ <u>\</u>
L Queen and Twin	3		74.00	\$	79.00	\$	74.00	\$	74.00	TV	X
Queen	2	-	74.00	\$	74.00	\$	69.00	\$		Microwave/Fridge	Х
Small Room Queen	2	\$	64.00	\$	69.00	\$	64.00	\$	64.00	Restaurant	
Don't Washing Plan										Amenities	
Best Western Plus						-		-			
<u>Website</u>						-				WIFI (free?)	Х
Address: 211 S 3rd St, McCall, ID 83638										Cont. Breakfast	Х
Phone: (208) 634-2230										Laundry	Х
()							Winter		Winter		
			Summer		Summer					_	
Room Type	Max Occ.	v	Veekday		Weekend		Weekday		Weekend		х
Room Type Suite -1 King	4	v \$	Veekday 225.99	\$	Weekend 275.99		Weekday 164.99	\$	Weekend 174.99	Gym	x x
Room Type Suite -1 King Suite -1 King and pullout	4	\$ \$	Veekday 225.99 230.99	\$	Weekend 275.99 285.99	\$	Weekday 164.99 194.99	\$	Weekend 174.99 204.99	Gym A/C	х
Room Type Suite -1 King Suite -1 King and pullout	4	\$ \$ \$	Veekday 225.99	\$	Weekend 275.99	\$	Weekday 164.99		Weekend 174.99	Gym	_
Room Type Suite -1 King Suite -1 King and pullout 2 Queen	4	\$ \$ \$ \$	225.99 230.99 200.99 210.99	\$ \$ \$	Weekend 275.99 285.99 250.99 255.99	\$	Weekday 164.99 194.99	\$ \$ \$	Weekend 174.99 204.99 144.99 164.99	Gym A/C	х
Room Type Suite -1 King Suite -1 King and pullout 2 Queen L-King	4 6 4	\$ \$ \$ \$	225.99 230.99 200.99	\$	275.99 285.99 250.99	\$	Weekday 164.99 194.99 134.99	\$	Weekend 174.99 204.99 144.99	Gym A/C TV	х
Room Type Suite -1 King Suite -1 King Suite -1 King and pullout 2 Queen 1-King Suite - 2 Queen	4 6 4 2	\$ \$ \$ \$	225.99 230.99 200.99 210.99	\$ \$ \$	Weekend 275.99 285.99 250.99 255.99	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99	\$ \$ \$	Weekend 174.99 204.99 144.99 164.99	Gym A/C TV Microwave/Fridge	х
Room Type Suite -1 King Suite -1 King Suite -1 King and pullout P Queen L-King Suite - 2 Queen	4 6 4 2	\$ \$ \$ \$	225.99 230.99 200.99 210.99	\$ \$ \$	Weekend 275.99 285.99 250.99 255.99	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99	\$ \$ \$	Weekend 174.99 204.99 144.99 164.99	Gym A/C TV Microwave/Fridge	х
Room Type Suite -1 King Suite -1 King and pullout P. Queen L-King Suite -2 Queen Fax of 15% Discounts avail for AAA/CAA/AARP/Seniors	4 6 4 2	\$ \$ \$ \$	225.99 230.99 200.99 210.99	\$ \$ \$	Weekend 275.99 285.99 250.99 255.99	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99	\$ \$ \$	Weekend 174.99 204.99 144.99 164.99	Gym A/C TV Microwave/Fridge Restaurant	х
Room Type Suite -1 King Suite -1 King and pullout 2 Queen L-King Suite - 2 Queen Fax of 15% Discounts avail for AAA/CAA/AARP/Seniors	4 6 4 2	\$ \$ \$ \$	225.99 230.99 200.99 210.99	\$ \$ \$	Weekend 275.99 285.99 250.99 255.99	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99	\$ \$ \$	Weekend 174.99 204.99 144.99 164.99	Gym A/C TV Microwave/Fridge Restaurant Amenities	x x
Room Type Suite -1 King Suite -1 King and pullout 2 Queen L-King Suite - 2 Queen Fax of 15% Discounts avail for AAA/CAA/AARP/Seniors Rustic Inn McCall Website	4 6 4 2	\$ \$ \$ \$	225.99 230.99 200.99 210.99	\$ \$ \$	Weekend 275.99 285.99 250.99 255.99	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99	\$ \$ \$	Weekend 174.99 204.99 144.99 164.99	Gym A/C TV Microwave/Fridge Restaurant Amenities WIFI (free?)	х
Room Type Suite -1 King Suite -1 King and pullout 2 Queen L-King Suite - 2 Queen Fax of 15% Discounts avail for AAA/CAA/AARP/Seniors Rustic Inn McCall Website Address: 400 N 3rd St, McCall, ID 83638	4 6 4 2	\$ \$ \$ \$	225.99 230.99 200.99 210.99	\$ \$ \$	Weekend 275.99 285.99 250.99 255.99	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99	\$ \$ \$	Weekend 174.99 204.99 144.99 164.99	Gym A/C TV Microwave/Fridge Restaurant Amenities	x x
Room Type Suite -1 King Suite -1 King and pullout 2 Queen 1-King Suite - 2 Queen	4 6 4 2	\$ \$ \$ \$ \$ \$ \$ \$	225.99 230.99 200.99 210.99	\$ \$ \$	Weekend 275.99 285.99 250.99 255.99	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99	\$ \$ \$	Weekend 174.99 204.99 144.99 164.99	Gym A/C TV Microwave/Fridge Restaurant Amenities WIFI (free?) Cont. Breakfast	x x
Room Type Guite -1 King Suite -1 King and pullout 2 Queen L-King Suite - 2 Queen Fax of 15% Discounts avail for AAA/CAA/AARP/Seniors Rustic Inn McCall Website Address: 400 N 3rd St, McCall, ID 83638 Phone: (208) 634-7671	4 6 4 2 2 4	\$ \$ \$ \$ \$ \$ \$ \$	225.99 230.99 200.99 210.99 230.99	\$ \$ \$	275.99 285.99 250.99 255.99 285.99	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99 194.99	\$ \$ \$	Weekend 174.99 204.99 144.99 204.99 204.99	Gym A/C TV Microwave/Fridge Restaurant Amenities WIFI (free?) Cont. Breakfast Laundry	x x
Room Type Suite -1 King Suite -1 King and pullout 2 Queen L-King Suite - 2 Queen Fax of 15% Discounts avail for AAA/CAA/AARP/Seniors Rustic Inn McCall Website Address: 400 N 3rd St, McCall, ID 83638 Phone: (208) 634-7671 Room Type	4 6 4 2 2 4 4 Max Occ.	\$ \$ \$ \$ \$ \$ \$ \$	225.99 230.99 200.99 210.99 230.99	\$ \$ \$ \$ \$ \$	275.99 285.99 250.99 255.99 285.99 Summer Weekend	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99 194.99	\$ \$ \$ \$	Weekend 174.99 204.99 144.99 204.99 204.99 Winter Weekend	Gym A/C TV Microwave/Fridge Restaurant Amenities WIFI (free?) Cont. Breakfast Laundry Pool	x x
Room Type Guite -1 King Guite -1 King Guite -1 King and pullout 2 Queen L-King Guite - 2 Queen Fax of 15% Discounts avail for AAA/CAA/AARP/Seniors Rustic Inn McCall Website Address: 400 N 3rd St, McCall, ID 83638 Phone: (208) 634-7671 Room Type L Queen (and futon)	4 6 4 2 2 4 4 Max Occ. 4	v \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Veekday 225.99 230.99 200.99 210.99 230.99	\$ \$ \$ \$ \$ \$	275.99 285.99 250.99 255.99 285.99 85.99	\$ \$ \$ \$ \$	Weekday 164.99 194.99 134.99 154.99 194.99 Winter Weekday 80.00	\$ \$ \$ \$ \$	Weekend 174.99 204.99 144.99 204.99 204.99 Winter Weekend 84.00	Gym A/C TV Microwave/Fridge Restaurant Amenities WIFI (free?) Cont. Breakfast Laundry Pool Gym	x x
Room Type Suite -1 King Suite -1 King and pullout P Queen Suite -2 Queen (208) 634-7671 Suite -2 Queen (208) 634-7671 Suite -2 Queen (208) 634-7671	4 6 4 2 2 4 4 Max Occ.	v s s s s s s s s s s s s s s s s s s s	Veekday 225.99 230.99 200.99 210.99 230.99 Summer Veekday 119.00 129.00	\$ \$ \$ \$ \$ \$	Weekend 275.99 285.99 250.99 255.99 285.99 Summer Weekend 135.00 145.00	\$ \$ \$	Weekday 164.99 194.99 134.99 154.99 194.99 Winter Weekday 80.00 90.00	\$ \$ \$ \$ \$	Weekend 174.99 204.99 144.99 204.99 Winter Weekend 84.00 95.00	Gym A/C TV Microwave/Fridge Restaurant Amenities WIFI (free?) Cont. Breakfast Laundry Pool Gym A/C	x x x
Room Type Suite -1 King Suite -1 King and pullout 2 Queen L-King Suite - 2 Queen Fax of 15% Discounts avail for AAA/CAA/AARP/Seniors Rustic Inn McCall Website Address: 400 N 3rd St, McCall, ID 83638	Max Occ. 4 4 2 2 4 4 4 4 4 4 4 4 4 4	v \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Veekday 225.99 230.99 200.99 210.99 230.99	\$ \$ \$ \$ \$ \$	275.99 285.99 250.99 255.99 285.99 85.99	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Weekday 164.99 194.99 134.99 154.99 194.99 Winter Weekday 80.00	\$ \$ \$ \$	Weekend 174.99 204.99 144.99 204.99 204.99 Winter Weekend 84.00	Gym A/C TV Microwave/Fridge Restaurant Amenities WIFI (free?) Cont. Breakfast Laundry Pool Gym A/C	x x x

McCall Area Hotel/Motel Rack Rate Com	parison As of Ju	ıly 13,	, 2018								
Shore Lodge		<u> </u>								Amenities	
http://shorelodge.com/										WIFI (free?)	x
Address: 501 W Lake St, McCall, ID 83638										Cont. Breakfast	^
										Laundry	v
Phone: (800) 657-6464										Launury	X
Room Type	Max Occ.		Summer Weekday	w	Summer eekend **Req 3-night stay		Winter Weekday		Winter Weekend	Pool	х
Lake Front King Suite (gr. Floor)	3	_	359.00	D	ata Not Available	\$	199.00	\$	199.00	Gym	Х
Lake View King Suite	3	\$	319.00	D	ata Not Available	Dat	a Not Available	Dat	ta Not Available	A/C	Х
Lake View 2-Queen Suite	5	\$	359.00	\$	372.33	\$	239.00	\$	239.00	TV	Х
King Suite non-lake view	3	\$	269.00	\$	289.00	\$	159.00	\$	159.00	Microwave/Fridge	Х
Lake Front 2-Queen Suite (gr. floor)	5	\$	399.00	\$	412.33	\$	239.00	\$	239.00	Restaurant	х
Fireside 2-Queen Lake front Suite	5		a Not Available	D	ata Not Available	\$	339.00	\$	339.00		
Executive Lake View King Suite	3		Not Available	_	ata Not Available	\$	339.00	\$	339.00		
						Ť		т.			
Brundage Bungalows		_		_		_				Amenities	
										WIFI (free?)	v
http://brundagebungalows.com/				-							^
Address: 308 W Lake St, McCall, ID 83638				-						Cont. Breakfast	
Phone: (208) 473-2894					-					Laundry	
			Summer		Summer		Winter		Winter		
Room Type	Max Occ		Weekday		Weekend		Weekday		Weekend	Pool	
Donnelly Duck #2	5	_	195.00	\$	215.00	\$	140.00	\$	150.00	Gym	
Elmore Elk #3	3		155.00	\$	165.00	\$	110.00	\$	120.00	A/C	
Grey Goose #4	3	_	155.00	\$	165.00	\$	110.00	\$	120.00	TV	Х
Mountain Moose #5	3	\$	165.00	\$	185.00	\$	120.00	\$	130.00	Microwave/Fridge	Х
Sockeye Salmon #6	11	\$	215.00	\$	235.00	\$	165.00	\$	185.00	Restaurant	
Black Bear #7	5	\$	180.00	\$	200.00	\$	130.00	\$	140.00		
Tamarack Trout #8	5	\$	195.00	\$	215.00	\$	140.00	\$	150.00		
Ponderosa Pin #9	5	\$	205.00	\$	225.00	\$	155.00	\$	175.00		
Forest Fox #10	7	\$	250.00	\$	275.00	\$	190.00	\$	210.00		
Holiday Inn Express & Suites										Amenities	
Website										WIFI (free?)	х
Address: 210 N 3rd St, McCall, ID 83638										Cont. Breakfast	х
Phone: (208) 634-4700										Laundry	Ė
			Summer		Summer		Winter		Winter		
Room Type	Max Occ.		Weekday		Weekend		Weekday		Weekend	Pool	х
Standard 1 Bed	2	\$	191.90	\$	235.60	\$	152.95	\$	152.95	Gym	х
Two Queen	4		200.45	\$	244.15	\$	161.50	\$	161.50	A/C	х
Two Queen Exec	6		205.20	\$	248.90	\$	165.30	\$	165.30	TV	х
2-Queen Suite	4		209.00	Ś	252.70	\$	170.05	\$	170.05	Microwave/Fridge	
1-King Suite	4	_	227.05	\$	270.75	\$	178.60	\$	178.60	Restaurant	x
Deluxe Jacuzzi	2		227.05	\$	270.75	\$	170.05	\$	170.05		
1-King Suite Jacuzzi	2		235.60	\$	270.73	\$	183.35	\$	183.35		
	6		244.15	\$	287.85	\$	196.65	\$	196.65		
2-King Suite	2	_		\$		\$		\$			
1 King Deluxe	2	Ş	191.90	ş	235.60	Ş	152.95	Ş	152.95		

McCall Area Hotel/Motel Rack Rate Co	mparison As of Ju	ıly 1	3, 2018								
The Lodge at Osprey Meadows Tamarack										Amenities	
Website										WIFI (free?)	х
Address: Tamarack, ID										Cont. Breakfast	^
Phone: (208) 325-1009										Laundry	
Priorie: (208) 323-1009			Summer		Summer		Winter		Winter	Lauriury	1
Room Type	Max Occ.		Weekday		Weekend		Weekday		Weekend	Pool	х
Two Queen	4	\$	100.00	\$	120.00	\$	80.00	\$	90.00	Gym	х
1-King	2	\$	95.00	Ś	110.00	Ś	75.00	\$	85.00	,	
9		7	77.77	7		7		7		TV	х
										Microwave/Fridge	Х
										Restaurant	х
Redfish Lake Lodge										Amenities	
Website										WIFI (free?)	
Address: 401 Redfish Lodge Road, Stanley, ID 8	3278									Cont. Breakfast	
Phone: (208) 774-3536										Laundry	
			Summer	w	Summer eekend Req.2-		Fall	Wee	Fall ekend Req. 2		
Room Type	Max Occ.		Weekday		night stay		Weekday		night stay	Pool	
Lodge Room 9	3	\$	126.50	\$	126.50	\$	90.00	\$	113.36	Gym	
Lodge Rooms 10	2	\$	127.60	\$	137.50	\$	93.00	\$	120.64	A/C	
Lodge Rooms 11 and 12	2	\$	119.90	\$	118.27	\$	90.00	\$	115.00	TV	
Lodge Room 17, 18, 18A, 18B	2	\$	111.10	\$	111.10	\$	86.00	\$	109.59	Microwave/Fridge	х
										Restaurant	х
Sleeping Lady Mountain Resort										Amenities	
Website										WIFI (free?)	х
Address: 7375 Icicle Road, Leavenworth, WA 98	0016									Cont. Breakfast	^
	0020										
Phone: (800) 574-2123			Holiday						Non-Peak	Laundry	
Room Type	Max Occ.		(Christmas)		Peak		Non-Peak		Weekend		х
Alcove	3	\$	347.00	\$	335.00	\$	258.00	\$	300.00		х
Double Alcove	4	\$	347.00	\$	335.00	\$	258.00	\$		A/C	х
Loft	5	\$	347.00	\$	335.00	\$	258.00	\$	300.00	TV	
Canine Companion	4	\$	347.00	\$	335.00	\$	258.00	\$	300.00	Microwave/Fridge	
·										Restaurant	х

McCall Area Hotel/Motel Rack Rate Com	parison As of Ju	ıly 13,	2018								
Third Street Inn										Amenities	
https://www.resontheweb.com/NavigationServle	t									WIFI (free?)	х
Address: 415 North 3rd Street. McCall ID 83638										Cont. Breakfast	х
Phone: 208-634-6300										Laundry	х
			Summer		Summer		Winter		Winter		
Room Type	Max Occ		Weekday		Weekend		Weekday		Weekend	Pool	х
Executive 1 Queen Bed		\$	169.00	\$	189.00	\$	128.00	\$	133.00		
Executive 1 King Bed		\$	169.00	Ś	189.00	Ś	128.00	\$	133.00	· ·	х
Executive 2 Queen Beds		\$	169.00	Ś	189.00	\$	128.00	\$	133.00	TV	x
Executive 1 King Bed Junior Suite		\$	179.00	\$	199.00	\$	137.00	\$	143.00	Microwave/Fridge	x
Executive 1 King Media Suite		\$	170.00	Ś	185.00	\$	135.00	\$	145.00	Restaurant	^
Executive 3 Queen Beds Family Suite		\$	195.00	\$	209.00	\$	140.00	\$	149.00	Restaurant	
Standard 2 Queen Beds		\$	155.00	\$	165.00	\$	128.00	\$	133.00		
Standard 1 King Bed		\$	145.00	Ś	149.00	\$	128.00	\$	133.00		
Statistical Picture		,	143.00	Ý	145.00	7	120.00	7	133.00		
Hotel McCall										Amenities	
nttp://hotelmccall.com/										WIFI (free?)	Х
Address: 1101 North Third St. McCall, Idaho 8363	3									Cont. Breakfast	Х
Phone: 208-634-8105										Laundry	
			Summer		Summer		Winter		Winter		
Room Type	Max Occ		Weekday		Weekend		Weekday		Weekend	Pool	Х
Lakeview Condo	4	\$	300.00		Data Not Available	\$	300.00	\$	300.00	Gym	Х
Courtyard 1 Bedroom Condo	4	\$	250.00		Data Not Available	\$	250.00	\$	250.00	A/C	х
Standard 1 Bedroom Condo	4	\$	250.00		Data Not Available	\$	250.00	\$	250.00	TV	х
Executive King	2	Data	Not Available		Data Not Available	\$	200.00	\$	200.00	Microwave/Fridge	Х
Courtyard Deluxe King		Data	Not Available		Data Not Available	\$	139.00	\$	139.00	Restaurant	х
Standard Deluxe King		Data	Not Available		Data Not Available	\$	139.00	\$	139.00		
Courtyard Standard King	2	\$	159.00		Data Not Available	\$	124.00	\$	124.00		
Standard King	2		159.00		Data Not Available	\$	124.00	\$	124.00		
Standard Double Queen	4	\$	159.00		Data Not Available	\$	124.00	\$	124.00		
*only shows rates for available rooms and these rooms were booked including surrounding weeks											
Brundage Inn										Amenities	
nttp://brundagevacations.com/										WIFI (free?)	х
Address: 1005 West Lake Street McCall, ID 83638										Cont. Breakfast	
Phone: +1 (800) 643-2009										Laundry	х
Room Type	Max Occ		Summer Weekday		Summer Weekend		Winter Weekday		Winter Weekend	Pool	
Standard Room (2-person)	2	\$	89.00	\$	89.00	\$	89.00	\$	89.00	Gym	
Standard Room (4-person)	4		99.00	\$	99.00	\$	99.00	\$	99.00	A/C	х
Standard Room (8-person)		\$	139.00	_	139.00	_	139.00		139.00		x
Suite		\$	109.00		109.00		109.00			Microwave/Fridge	x
Balcony Suite		\$	139.00	_	139.00	\$	139.00	_		Restaurant	r –
Patio Suite		\$	149.00	_	149.00	\$	149.00		149.00	nestaurant	
Fireplace Suite		\$	159.00	\$	159.00	\$	159.00		159.00		
*says "prices are subject to change without	ь	\$	159.00	\$	159.00	\$	159.00	\$	159.00		
notice" but does not base price off of reservation dates											

Exhibit 16: Public Planning Framework

The development of this project will need to be reviewed by the City of McCall. The potential IDPR partner will need to gain approval of a conditional use permit and design review. If the proposal includes structures within 150 feet of the ordinary high-water mark of Payette Lake, the IDPR partner will also need approval of a shoreline permit.

All applications related to these permits are on the City of McCall Planning & Zoning website: https://www.mccall.id.us/planning-zoning

Exhibit 17: Large Concession Agreement - General Terms and Conditions

1. Definitions.

- **1.1 Agreement.** This written agreement, including the Agreement Data Page, the Signature Page, Attachment A, *General Terms and Conditions*, Attachment B, *Concession Premises*, and Attachment C, *Special Terms and Conditions*.
 - 1.1.1 Incorporation of Plans and Agreements. The term "Agreement" incorporates by reference any concession plan, park master plan, lease with the United States or other Park landowner, and/or management agreement for the Park, as each is amended from time to time, and each of which is incorporated by reference into this Agreement.
- 1.2 Concession. The grant of the right by IDPR to use the Premises to undertake and profit by a specified activity, and any and all business activities and commercial transactions undertaken by Concessionaire on the Premises.
- 1.3 Concessionaire. The person or entity to which concession rights are granted by this Agreement.
- 1.4 Improvements. Buildings, structures, fixtures, appliances, sidewalks, landscaping, docks, pilings, or other additions to the Premises, whether permanent, semi-permanent, or short-term. For the purposes of this Agreement, fixtures shall include all windows, doors, awnings and all apparatus, equipment, or articles used to supply heat, gas, air conditioning, water, light, power, refrigeration, cooking, and ventilation that is physically attached to and an integral part of building or improvements existing upon the Premises.
- **1.5 IDPR.** The Idaho Department of Parks and Recreation, an executive department of the State of Idaho, overseen and administered by the Idaho Park and Recreation Board.
- **1.6 Premises.** The real property described in Attachment "B" upon which the rights granted by this Agreement may be exercised.
- 1.7 Park Manager. The person, as designated by the Director of IDPR, responsible for administering and supervising the state park or IDPR owned land where the Premises is located. IDAPA 26.01.10.010.06.
- 2. Authority. IDPR is authorized by Idaho Code §§ 67-4204, 67-4210, and 67-4223(7) to grant concessions to proper and desirable parties to provide places of refreshment or to provide recreational facilities within state parks. IDAPA 26.01.20.650 provides that 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 [Idaho Park and Recreation Board]."
- Operations. Concessionaire shall provide the required facilities and services each year of the Agreement during the dates specified on the data page.
 - 3.1 Concessionaire is encouraged to be open for service before and after the above dates to better service park visitors, provided, that concession operations occurring outside the dates specified on the data page require approval of the Park Manager. IDPR reserves the right to require changes in the dates and times of required and optional services to ensure adequate service to the public and avoid conflict with other authorized uses occurring within the Park. Concessionaire shall provide IDPR with an operation schedule indicating times of operation.
 - 3.2 The Park Manager may require the temporary cessation or other changes in Concessionaire's operations when, in the Park Manager's discretion, such changes are necessary to protect Park resources, to protect the health, safety, and welfare of Park visitors, to avoid conflict with other authorized uses occurring with the Park, or in the event of adverse weather conditions.
 - 3.3 Concessionaire, its employees and representatives shall conduct themselves in such a manner as to promote a positive image for the concession business, the Park, and IDPR.
 - 3.4 Concessionaire shall keep the Premises in a clean and sanitary condition at all times.

3.5

- 4. Premises. Concessionaire's operations shall be limited to the Premises identified in Attachment B. Within the designated Premises Concessionaire shall have the exclusive privilege of providing the specified concession services and facilities.
 - 4.1 Concessions Outside Premises. Nothing herein shall be construed as granting to Concessionaire the privilege of providing concession services and facilities on any state park lands outside the Premises, and IDPR reserves the right to grant concession privileges to other persons on those portions of the subject state park that are outside the Premises; whether or not those concession services and facilities are similar to those operated by Concessionaire, provided, that in the event IDPR determines to grant concession privileges in those portions of the subject state park that are outside the Premises and similar to those required services and facilities identified in Attachment C, Special Terms and Conditions, then Concessionaire shall have the right of first refusal for any such concession agreement offered by IDPR under such terms and conditions as IDPR may then prescribe.

- 4.2 No Right of Exclusion. Concessionaire acknowledges that the Concession Premises are State Park lands open to public use and that IDPR reserves the right to authorize others to use the Concession Premises, excepting facilities owned by, or leased to, the Concessionaire, so long as such uses do not unreasonably interfere with Concessionaire's business operations.
- 4.3 As-Is. Concessionaire accepts the Premises in its present condition with all faults or hazards, whether patent or latent, and without warranties or covenants, express or implied, regarding the suitability of the Premises for operating purposes. Concessionaire acknowledges that IDPR shall have no duty to maintain, repair, or improve the Premises or otherwise make them suitable for Concessionaire's use. If any portion of the Premises is destroyed, IDPR shall have no obligation to replace or restore such portion of the Premises.
- **5. Term.** The term of this Agreement shall be specified on the Data Page.
 - 5.1 Renewal. IDPR does not grant Concessionaire the right to automatically renew this Agreement for an additional period of time. However, if IDPR, at the expiration of this Agreement, desires to lease the Premises again, and if IDPR, in its sole discretion, concludes that Concessionaire's performance of this Agreement has been satisfactory, and Concessionaire is not in default or breach as set forth in Section 14 of this Agreement, then IDPR may, but is not required to, grant Concessionaire the first right to accept a new agreement under such terms and conditions as IDPR may then prescribe and under the following conditions.
 - 5.1.1 Concessionaire shall first notify IDPR in writing of its desire to renew this Agreement sixty (60) days prior to its expiration. If IDPR desires to renew this Agreement, it shall notify the Concessionaire in writing of the terms and conditions that IDPR may then desire to prescribe. Mailing to the last known address of Concessionaire shall complete notification to Concessionaire. Concessionaire shall then have thirty (30) days from the date of that mailing to notify IDPR of its acceptance of the terms and conditions prescribed by IDPR. Acceptance shall be complete only if received by IDPR in writing and within the time prescribed.
 - **5.1.2** Section 5.1 shall not apply in the event IDPR terminates this Agreement for cause or in the event of early termination of this Agreement by Concessionaire.
 - **5.1.3** Section 5.1 shall not apply to any concession agreement offered by IDPR more than twelve (12) months after the expiration of this Agreement.
 - **5.2 Holdover.** If Concessionaire holds over after the expiration of the term of this Agreement with the express or implied consent of IDPR, such holding over shall be deemed to be a

month- to-month tenancy of the Premises otherwise subject to the terms of this Agreement. During such month-to-month tenancy, Concessionaire shall pay monthly rental in the amount of one-twelfth (1/12) the prior year's annual rental, as calculated pursuant to Section 7 herein, or fifteen percent (15%) of that month's gross receipts, whichever is greater. Payment shall be made on or before the first day of each month in the manner set forth in Section 7.

- 6. Going Concern. Blue Sky, Business Values of Concession Operations. Concessionaire's rights and privileges are limited to those rights and privileges specifically granted in this Agreement and Concessionaire's business operations upon the Premises shall not, as between IDPR and Concessionaire, accrue any value for going concern, good will, blue sky, business values, trade name, or other intangible property.
- 7. Rental. Concessionaire shall pay to IDPR each year during the term of this Agreement that percentage (%) of gross receipts as specified on the Data Page. Payment for each year shall be made on or before the date specified on the Data Page. Payment shall be made to the order of the Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, Idaho 83720-0065.
 - 7.1 Late payments. Late Payments shall accrue interest at the legal rate of interest as set by the State Treasurer for the accrual of interest on judgments until paid. Payments that are more than thirty (30) days late will constitute a breach of this Agreement absent a written addendum to this Agreement signed by both parties.
 - 7.2 Reporting of Gross Receipts. Gross Receipts shall be reported to IDPR on the attached IDPR Concessionaire Gross Receipts Reporting Form (Attachment D). The Form shall be submitted to IDPR at the time of each payment. The Form shall be accompanied by an appropriate certification that all gross receipts during the yearly accounting period have been duly and properly reported to IDPR
 - 7.3 Definition of Gross Receipts. Gross receipts, as used in this Agreement, shall include all monies and anything else of value received by Concessionaire from the sale, rental, or provision of goods, services, or facilities, or from any other business whatsoever conducted by Concessionaire on the Premises, whether such goods, services and activities are required by this Agreement or optional, excepting an allowance of deductions for sales or excise taxes imposed by any governmental entity and collected by Concessionaire.
- 8. Record-Keeping. Concessionaire shall keep true and accurate books and records showing all of its business transactions in separate records of account for the concession in a manner acceptable to IDPR. IDPR shall have the right to examine daily sales records kept on the Premises during regular business hours of Concessionaire; provided that such examination does not unreasonably interfere with Concessionaire's operation of the concession. IDPR shall have the right to examine

all other books and records, including but not limited to inventory records and certified State of Idaho Sales Tax Return Records, provided that IDPR shall treat such records as confidential and not divulge them to third parties except in the event of litigation. IDPR shall examine books and records only upon reasonable notice and only at such times as will not unreasonably interfere with Concessionaire's operation of the concession. IDPR further shall have the right to examine all such books and records at any time within two (2) years of termination or expiration of this Agreement, or until such time that a final audit is concluded as to Concessionaire's business under this Agreement, whichever event occurs first.

- **8.1** Concessionaire shall install and maintain inventory, bookkeeping, and accounting methods, and methods of collection of monies, which shall permit IDPR to accurately compute the gross revenue of Concessionaire.
- **8.2** Concessionaire shall, at its own expense, install and maintain such cash register equipment as will provide a continuous registering tape and show sales breakdown as to major categories of items sold. Concessionaire shall also maintain at its own expense a sales journal, cash disbursement journal, and general ledger.
- 9. Quality of Goods and Services. Concessionaire shall engage in best business practices and strive to provide high-quality goods and services. All food items and food service, if any, provided by Concessionaire shall comply with the Rules of the Idaho Department of Health and Welfare governing Food Safety and Sanitation Standards for Food Establishments as enforced by the applicable municipal government or District Health Department. Copies of all permit-licenses and inspection reports issued by a municipal government or District Health Department shall be made available to the Park Manager. IDPR shall have the right to prohibit the sale of any item or to order the improvement of any service or equipment not satisfying the above requirements.
 - 9.1 The Concessionaire shall serve the public courteously and efficiently. All services should serve to enhance IDPR's mission of improving the quality of life through outdoor recreation and resource stewardship. The Concessionaire shall cooperate with Park staff in providing interpretative service to the public and in promoting the Park and its programs. The Concessionaire shall present a positive image of the Park and provide accurate information of the Park and its programs. These requirements also apply to any employee, agent, or representative of the Concessionaire.
 - 9.2 The Concessionaire shall not employ or retain in its services, or permit to remain upon the Concession Premises, any person declared by IDPR to be unfit for such employment or otherwise objectionable. The Concessionaire and its employees are expected to maintain high standards of grooming and cleanliness, to the satisfaction of IDPR.

- 10. Control of Rates and Charges. Concessionaire agrees that any fees and all rates and prices charged by Concessionaire for goods, beverages, food, and services furnished or sold to the public may be subject to review and approval by IDPR. Concessionaire shall, by May 1 of each year, submit to IDPR for approval a list of the fees, rates, and prices proposed for the following operating season. Such submission shall also include, but is not limited to, ounces per serving, fat content of meat, and any other information necessary to determine the quality and quantity of goods, beverages, food, and services furnished or sold to the public. Prices charged by Concessionaire shall be reasonably related to the quality and quantity of the items sold. If IDPR determines that any price is not so related, IDPR may order that the price be modified. IDPR may not require a modification in price that would prevent Concessionaire from realizing a reasonable profit on items sold. Concessionaire shall keep a schedule for such fees, rates, or prices posted at all times in a conspicuous place on the Premises.
- 11, Improvements. Concessionaire is granted the right to use those improvements, if any, included with the Premises as identified in Attachment B, Description of Premises. IDPR makes no warranty as to the suitability of such improvements for Concessionaire's use; all such improvements are leased to Concessionaire "as is." Concessionaire shall, at its own expense, maintain the Premises and all improvements thereon in clean, healthful, and safe condition, in accordance with applicable state, county, and federal laws and regulations, and in a condition comparable to other improvements within the Park. If, after reasonable notice, Concessionaire fails to undertake repairs necessary to maintain such conditions, IDPR shall have the right to perform such maintenance or repairs and Concessionaire shall promptly reimburse IDPR for the cost thereof, provided that IDPR shall first give Concessionaire fifteen (15) days written notice of its intention to perform such maintenance or repairs at its own expense.
 - 11.1 Construction and Modification of Improvements. If the Concessionaire should undertake at its own expense any construction, alterations, or modification of the Premises, the Concessionaire shall submit, for the review and prior written approval of IDPR, all plans, drawings, and specifications. IDPR shall approve, reject, or require modifications of such plans within forty-five (45) days after submission of those plans to IDPR. Unless otherwise agreed to in writing by IDPR prior to construction or modification, Concessionaire shall be responsible for all costs associated with the construction, alteration, or modification of improvements.
 - 11.2 Emergency Repairs. In the event of any emergency such as vandalism, fire, wind, flooding, hail or other act of God, which threatens damage to the Premises or harm to the public, IDPR may immediately act to stop such emergencies and mitigate any potential damage to the

- Premises. IDPR shall notify Concessionaire of any emergency circumstances, action, or repair and shall request that Concessionaire make further repairs necessitated by such emergency. Concessionaire shall reimburse IDPR for all reasonable repairs made pursuant to this emergency provision.
- 11.3 Liens. Concessionaire shall not allow or suffer any liens of any kind or nature to be effected on or enforced against the Premises or against any improvements thereon, including, but not limited to, any mechanics' liens or material suppliers' liens for any work done or materials furnished on the Premises at Concessionaire's instance or request. Concessionaire shall ensure that full payment is made for any and all materials joined or affixed to the Premises pursuant to this Agreement for any and all persons who perform labor on the land.
- 12. Insurance. Concessionaire shall obtain and maintain insurance at its own expense as required herein for the duration of this Agreement, and comply with all limits, terms and conditions stipulated. Policies shall provide, or be endorsed to provide, all required coverage. Concessionaire shall provide certificates of insurance or certified endorsements as applicable for the insurance required. The Concessionaire shall not provide required or optional concession services or facilities or transact business on the Premises until satisfactory evidence of all required insurance is provided to the state.
 - 12.1 All insurance, except for Workers Compensation, shall be endorsed to name the State of Idaho and the Idaho Department of Parks and Recreation as Additional Insureds.
 Concessionaire shall provide to IDPR a certified endorsement naming the State of Idaho and the Idaho Department of Parks and Recreation as Additional Insureds.
 - **12.2** All insurance shall be with insurers rated A-, VII, or better in the latest Bests Rating Guide, and be in good standing and authorized to transact business in Idaho. The coverage provided by such policies shall be primary. Policies may contain deductibles, but such deductibles shall not be deducted from any damages due the State.
 - 12.3 If any of the liability insurance required for this Agreement is arranged on a "claims-made" basis, "tail coverage" will be required at the completion or termination of this Agreement for a duration of twenty-four (24) months thereafter. Continuous "claims-made" coverage will be acceptable in lieu of "tail-coverage" provided the retroactive date is on or before the effective date of this Agreement, or twenty-four-months "prior acts" coverage is provided. Concessionaire will be responsible for furnishing certification of "tail coverage" or continuous "claims-made" coverage.
 - **12.4** By requiring insurance herein, IDPR does not represent that coverage and limits will necessarily be adequate to protect the Concessionaire, and such coverage and limits shall

not be deemed as a limitation on the Concessionaire's liability under the indemnities granted to the state.

- 12.5 Concessionaire shall maintain insurance in amounts not less than the following:
 - 12.5.1 Commercial General Liability (CGL) with a limit of not less than \$1,000,000 each occurrence, and \$1,000,000 annual aggregate, if defense is outside the limits. If defense is inside the limits, the limit must be \$2,000,000 each occurrence, and \$2,000,000 aggregate. If necessary, a commercial umbrella or excess policy may be used to meet the limits required, providing the CGL is listed on the underlying insurance in the umbrella or excess policy, and the umbrella/excess policy meets the requirements above for acceptable carriers.
 - 12.5.2 Automobile Liability including owned, non-owned, and hired liability with a limit of not less than \$1,000,000 each occurrence, and \$1,000,000 aggregate. If necessary, a commercial umbrella or excess policy may be used to meet the limits required, providing the Auto is listed on the underlying insurance in the umbrella or excess policy, and the umbrella/excess policy meets the requirements above for acceptable carriers.
 - 12.5.3 Workers Compensation Insurance in amounts as required by statute in all states in which the contractor performs work, and Employers' Liability with a limit of \$100,000 Bodily Injury by Accident-each Accident, \$100,000 Bodily Injury by disease-each employee, \$500,000 Bodily Injury by Disease-policy limit.
 - 12.5.4 Business property insurance covering all improvements, fixtures, and personal property of Concessionaire upon the Concession Premises. Policy limit shall be sufficient to cover the value of all Concessionaire-owned property upon the Concession Premises, and shall cover all risks to such property unless specifically and explicitly excluded.
- 13. Hold Harmless Agreement. Concessionaire shall indemnify, defend and save harmless the State, its officers, agents, and employees from and against any and all liability, claims, damages, losses, expenses, actions, attorneys' fees and suits whatsoever caused by or arising out of Concessionaire's negligent or wrongful performance, acts, or omissions under this Agreement or Concessionaire's failure to comply with any state or federal statute, law, regulation or rule. Nothing contained herein shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby expressly reserved.
- **14. Assignments, Sale of Interest, and Subleases.** Concessionaire and/or any person or entity that owns a controlling interest in Concessionaire's ownership shall not assign or otherwise sell or

transfer responsibilities under this Agreement or the concession operations authorized hereunder, or sell, or otherwise assign or transfer (including but not limited to mergers, consolidations, reorganizations or other business combinations) a controlling interest in such operations, this Agreement, or controlling interest in Concessionaire's ownership as defined herein, without the prior written consent of IDPR. Failure to comply with this provision or the procedures described herein shall constitute a material breach of this Agreement for which the Agreement may be terminated immediately by IDPR without regard to the procedures for termination set forth in Section 15, and IDPR shall not be obligated to recognize any right of any person or entity claiming an interest in this Agreement or claiming the right to own or operate the concession operations authorized hereunder.

- 14.1 Concessionaire shall advise the person or entity proposing to enter into a transaction described above that IDPR shall be notified and the proposed transaction is subject to review and approval by IDPR. Concessionaire shall request in writing IDPR's approval of the proposed transaction and shall promptly provide IDPR all relevant documents related to the transaction, including all information necessary for IDPR to evaluate the fitness and ability of the prospective Concessionaire to carry out the terms of this Agreement in a manner satisfactory to IDPR.
- 14.2 IDPR in exercising its discretionary authority herein shall, among other matters, take into consideration the management qualifications of any individual or entity that would obtain an interest in facilities or services authorized hereunder, the experience of any such individual or entity with similar operations, and the ability of any such individual or entity to operate the concession authorized hereunder in the public interest under the regulation of IDPR.
- 14.3 For the purposes of this section, the term "controlling interest" in Concessionaire's ownership shall mean, in the instance where Concessionaire is a corporation or limited liability company, an interest beneficial or otherwise of sufficient outstanding voting securities or capital of Concessionaire so as to permit exercise of substantial managerial influence over the operations of the Concessionaire; and, in the instance of a partnership, limited partnership, joint venture, or individual entrepreneurship, any beneficial ownership of the capital assets of Concessionaire sufficient to permit substantial managerial influence over the operations of Concessionaire shall constitute a controlling interest for purposes of this Agreement.
- 14.4 No mortgage shall be executed and no bonds or other evidence of interest in, or indebtedness upon the assets or proposed assets of Concessionaire, including this Agreement, shall be issued except for the purpose of installing, enlarging, or improving facilities and equipment for the accommodation of the public upon the Premises and then only with the prior written consent from IDPR. In the event of default on such mortgage,

encumbrance or other indebtedness or of other assignment or transfer, the creditor or any assignee thereof shall succeed to the interest of Concessionaire in such assets, if any, but shall not thereby acquire any operating right or privilege in or to the operation of the concession, or the Premises, pursuant to this Agreement, without the express prior written consent of IDPR, and any improvements so acquired shall remain subject to the terms of sections 16.2 and 16.3 herein.

- **14.5** In the event that approved improvements are financed by any outside investors, Concessionaire shall disclose the identity of said investors to IDPR.
- 14.6 In the event that IDPR shall approve assignment of this Agreement to any other person or entity, Concessionaire shall pay to IDPR an amount equivalent to ten percent (10%) of the assignment price, minus the amount paid by the assignee for any buildings, improvements, appurtenances, and fixtures owned by Concessionaire existing upon the Premises.
- **14.7** Concessionaire shall not sublease any portion of the Premises, including Concessionaire-owned improvements or facilities thereon, to any other person or entity.

15. Termination for Breach.

- 15.1 Violations. Each term and condition of this Agreement is material, and default as to, or breach of any, of these terms by Concessionaire shall be grounds for termination of the entire Agreement by IDPR. Any material violation by Concessionaire of any rule or regulation now in force or hereafter adopted by the Board, shall be grounds for termination of this Agreement. The determination of whether a violation constitutes a material violation subjecting this Agreement to termination shall rest solely in the discretion of the IDPR.
 - 15.1.1 A material violation of this Agreement shall be deemed to occur if Concessionaire files a petition in bankruptcy or insolvency or for reorganization under any bankruptcy act or if involuntary proceedings under any bankruptcy act or insolvency act be instituted against Concessionaire or if a trustee or receiver is appointed of any property of Concessionaire.
- 15.2 Violation of Land and Water Conservation Fund Act Requirements. All concession operations must comply with the provisions of the Land and Water Conservation Fund Act (LWCF) and implementing guidelines (36 Code Federal Regulations 59), including, but not limited to, provisions requiring the leased area to be maintained as a public outdoor recreation facility, not as a private area; the provision requiring fees to be competitive with fees for similar private facilities; and compliance with all Civil Rights and accessibility legislation (e.g., Title VI of Civil Rights Act, Section 504 of Rehabilitation Act, and Americans with Disabilities Act), with such compliance indicated by signs posted in visible public areas,

- statements in public information brochures, etc. Noncompliance with LWCF requirements shall be deemed a material violation of this Agreement and cause for termination.
- **15.3 Notice of Violation.** IDPR shall provide written notice to Concessionaire of any Agreement or rule violation and shall allow Concessionaire thirty (30) days from service of the notice to cure the violation.
- 15.4 Notice of Termination. Agreement or rule violations which have not been cured within thirty (30) days of receipt of the notice of violation shall subject the Agreement to termination.
 Notice of termination shall be in writing and shall be effective upon service.
- 15.5 Administrative Fees. Prior to the termination, Concessionaire may elect to pay the Department's administrative costs associated with enforcing the terms of this Agreement, and the IDPR may agree to accept payment of such costs in lieu of termination for each day that such violation went uncorrected over and beyond the thirty day grace period provided in section 15.3 of this Agreement. IDPR and Concessionaire agree that such administrative costs are fixed at fifty dollars (\$50) for each day that the violation goes uncorrected, up to a maximum of one thousand, five hundred dollars (\$1,500).
- **15.6 Immediate Termination; No Opportunity to Cure.** IDWR shall not be required to provide advance written notice or a cure period and may immediately terminate this Agreement in whole or in part if IDWR, in its sole discretion, determines that it is reasonably necessary to preserve public safety or prevent immediate public crisis.
- **15.7 Reinstatement.** Not later than thirty (30) days following the termination of this Agreement for cause, the Concessionaire may submit to the IDPR a written request for reinstatement setting forth good cause why the Agreement should be reinstated. At the Director's discretion, the Agreement may be reinstated upon the payment of a reinstatement fee of four hundred dollars (\$400), and upon such other terms and conditions as the Director deems appropriate.
- **15.8 Termination by Concessionaire.** Concessionaire may terminate this Agreement at any time by giving one year written notice to IDPR of its intent to terminate.
- 16. Concessionaire's Obligations and Rights Upon Termination or Expiration. At the expiration or early termination of this Agreement, Concessionaire shall, within thirty (30) days thereafter, remove from the Premises or otherwise dispose of in a manner satisfactory to IDPR all personal property belonging to Concessionaire, and restore the Premises to as good a condition as the same were in at the date of this Agreement. If removal and restoration is not completed within thirty (30) days after termination, IDPR may, at its election, perform the work and bill Concessionaire for the costs thereof. Concessionaire shall pay such bill within thirty (30) days of receipt.

- **16.1 Payment of Rent Due.** Upon termination, the annual rent for the year in which termination occurs (i.e., the specified percentage of gross receipts received up to the date of termination), as well as any unpaid annual rent from previous years, shall be considered at once due and payable by Concessionaire without notice by IDPR.
- 16.2 Improvements and Fixtures. Unless agreed otherwise in writing prior to construction of improvements by Concessionaire, upon expiration of this Agreement or early termination of this Agreement for cause, all improvements and fixtures constructed or installed by Concessionaire during the term of this Agreement shall be considered the property of IDPR, with no further compensation due to Concessionaire.
- 16.3 Option to Require Removal. At IDPR's option, Concessionaire shall, upon the expiration or termination of this Agreement, be required to remove from the Premises or otherwise dispose of in a manner satisfactory to IDPR, those improvements and fixtures constructed or installed by Concessionaire that are not acceptable to IDPR. If IDPR elects to require Concessionaire to remove any improvements or fixtures, Concessionaire shall do so and restore the Premises to as good a condition as the same were in at the date of this Agreement. If removal and restoration is not completed within thirty (30) days after termination, IDPR may, at its election, perform the work and bill Concessionaire for the costs thereof. Concessionaire shall pay such bill within thirty (30) days of receipt.
- 16.4 Bankruptcy. If, upon bankruptcy or insolvency of Concessionaire, IDPR does not elect to terminate this Agreement pursuant to Section 14.1.1, any use, assignment, or disposition of buildings, improvements, appurtenances, and fixtures existing upon the CONCESSION PREMISES by a trustee or receiver shall be subject to the terms of this Agreement.
- 16.5 Going Concern. Blue Sky, Business Values. Concessionaire waives any claim that it is entitled to compensation for going concern, good will, blue sky, business values, trade name, or other intangible property upon expiration or termination of this Agreement, regardless of whether IDPR intends to continue similar business operations upon the Premises or offer an opportunity to a successor concessionaire to operate a similar business upon the Premises.
- 17. Repair and Maintenance Fund. Concessionaire shall maintain a repair and maintenance fund into which one percent (1%) of Concessionaire's annual gross revenue shall be deposited. This fund shall remain Concessionaire's property, shall be accounted for separately from Concessionaire's other funds, and may only be spent with the consent and approval of IDPR, and will be accessible to IDPR on demand in the event Concessionaire fails to maintain the Premises as specified in this Agreement.

- 18. Equipment. Except as otherwise specified in the Special Term and Conditions, Concessionaire at its own expense shall provide the Premises with all equipment necessary for the services required under this Agreement. The quality and maintenance of such equipment shall comply with all applicable laws and regulations, including but not limited to the rules of the Idaho Department of Health and Welfare governing Food Safety and Sanitation Standards for Food Establishments.
- 19. Signs and Advertising. Concessionaire shall not erect any sign on the Premises or in the vicinity thereof, without obtaining the prior written approval of IDPR. No signs containing brand names or products sold at the concession are to be displayed on the exterior of any building without the prior written approval of IDPR.
- **20. Business Name.** Any assumed or fictional business name used by Concessionaire in conjunction with its concession operations upon the Premises shall be subject to the approval of IDPR.
- 21. Licenses And Permits. Concessionaire shall obtain and pay for all permits or licenses that may be required for the operation of the concession.
- 22. Compliance With Applicable Laws. Concessionaire shall at all times comply with all applicable laws, ordinances, and regulations of IDPR, the State of Idaho, the United States, as well as any applicable county or city ordinances. Violation of such laws, ordinances, or regulations may be considered as cause for termination of this Agreement.
- 23. Utilities. Concessionaire shall at its own expense be responsible for the extension, hookup, and metering of all utilities used in connection with the Premises where separate metering is available. All new utilities, including electrical wiring, shall be installed underground. Concessionaire shall be responsible for the accrual and payment of all utility charges or fees, commencing seven days prior to the first open business day. The termination of this responsibility will occur seven (7) days after the close of the last business day.
 - 23.1 IDPR-Supplied Water. If IDPR supplies water to the Premises, it will do so without charge, provided that such supply shall be for the term of this Agreement only. IDPR shall not be responsible for improvement of the water supply beyond that quantity and quality existing as of the date of this Agreement, and IDPR shall not be liable for any damages due to the failure in the supply of water. IDPR shall give reasonable notice to Concessionaire of any temporary discontinuance of the water supply due to repair or maintenance.
 - **23.2 Trash Service.** IDPR will haul normal concession-generated garbage during regularly scheduled maintenance runs if it is properly bagged and placed in trash collector.

- 24. Right To Access. IDPR shall have access to the Premises and to each part thereof during the regular business hours of Concessionaire for the purpose of inspecting the Premises and daily sales records.
 - Concessionaire shall have the right at all times to travel across Park property on a route approved by IDPR to get to and from the Premises in order to keep the Premises open during regularly scheduled business hours.
- 25. Taxes. Concessionaire shall pay all lawfully-levied taxes on personal property and improvements belonging to Concessionaire located on the Premises. Concessionaire shall pay all sales and other taxes levied against the operation of the concession. Concessionaire shall pay all taxes or assessments or charges, which at anytime may be lawfully levied upon any interest in this Agreement or any possessory right that Concessionaire may have in or to the Premises. Concessionaire shall provide IDPR with a valid tax identification number.
- 26. Waiver of Agreement Terms. No waiver by either party at any time of any of the terms, conditions or covenants of this Agreement shall be deemed a waiver at any time thereafter of the same or any other term, condition or covenant herein contained, nor of the strict and prompt performance thereof. No delay or failure by IDPR to reenter the Premises or to exercise any right, power or privilege or option arising from any default, nor any subsequent acceptance of rent then or thereafter accrued shall impair any such right, power, privilege or option held by IDPR, or be construed as a waiver of such default or relinquishment of any rights herein. No option, right, power, remedy or privilege of IDPR shall be construed as being exhausted by the exercise thereof in one or more instances. The rights, powers, options and remedies given to IDPR by this concession Agreement shall be deemed cumulative.
- 27. Marketing and Media: IDPR and Concessionaire will coordinate their media and marketing activities. Such coordination shall address but shall not be limited to the following: trade names, logos or marks, materials, websites, press releases, press outings and press conferences, logoed apparel and merchandise, and events. IDPR shall retain the right to reject any material inappropriate to the mission of IDPR. The Concessionaire shall have the right to use the park name and to reference materials published by IDPR in carrying out its marketing and media activities. The Concessionaire shall have the right to purchase and/or develop web domain names, names, and logos or marks in the commercial development the Concession. The Concessionaire and IDPR shall work diligently to protect the said names and marks in all their forms. The Concessionaire is authorized to make exclusive use of these names and marks for commercial purposes, i.e., logoed merchandise, 'official energy bar of...' type partnerships, etc., in conjunction with ongoing operation of approved activities as contained in the Concession Agreement, and with written approval by IDPR, for development of products. Nothing in this section precludes the State of Idaho from the

use of the names and logos for non-commercial purposes or for the production of pins or other memorabilia for State of Idaho activities. Upon termination of this Concession Agreement, domain names developed in this connection shall be available on the basis of first right of refusal for purchase by IDPR from the Concessionaire for the total amount of one dollar (\$1.00) for each domain name. Names and logos shall be available on the basis of first right of refusal for purchase by IDPR for their cost of development, but not more than \$1,000 each.

- 28. Concession Performance Review: A performance review shall be conducted every year during the term of this contract to determine the Concessionaire's compliance with the Agreement provisions and to evaluate performance. During these reviews, visitor services and corresponding fees charged by the Concessionaire shall be reviewed and be subject to approval of IDPR. Revenue (e.g. rent) paid to IDPR shall also be reviewed, and such fees may be adjusted up or down by mutual agreement of both contracting parties.
- 29. IDPR Consent. Whenever any action by Concessionaire requires IDPR's consent pursuant to a provision in this Agreement, IDPR's consent to such action shall be strictly construed to apply to the specific action to which such consent applied and not to imply consent to any similar or subsequent actions by Concessionaire or waiver of any rights provided to IDPR by this Agreement. Consent of IDPR to any action of Concessionaire must be explicit; no provision in this Agreement shall be construed to allow consent by omission.
- 30. Complete Statement of Terms. No other understanding, whether oral or written, whether made prior to or contemporaneously with this Agreement, shall be deemed to enlarge, limit, or otherwise affect the operation of this Agreement. All rights of Concessionaire and the legal relations of IDPR and Concessionaire are defined herein and no rights not specifically identified herein are intended.
- 31. Modification. Notwithstanding any of the provisions hereof; the parties hereinafter, by mutual consent, may agree to written modifications or additions to this Agreement, subject to approval of the Idaho Park and Recreation Board. No modification, release, discharge, change, or waiver of any provision hereof shall be of any force, effect, or value unless it is in writing and signed by both parties to this Agreement. IDPR shall have the right to grant reasonable extensions of time to Concessionaire for any purpose, or for performance of any obligation of Concessionaire hereunder.
- **32. Severability.** If any term or provision of this Agreement is declared invalid or becomes inoperative for any reason, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be continued and enforced as if the invalid term or provision were not contained in this Agreement.
- **33. Officials, Agents, and Employees of IDPR Not Liable.** It is agreed by and between the Parties that in no event shall any official, officer, employee, or agent of the State of Idaho be in any way

liable or responsible for any covenant or agreement contained in this Agreement, express or implied, nor for any statement, representation, or warranty made in or in any way connected with this Agreement or the Premises. In particular, and without limitation of the foregoing, no full-time or part-time agent or employee of the State of Idaho shall have any personal liability or responsibility under this Agreement, and the sole responsibility and liability for the performance of this Agreement and all of the provisions and covenants contained in this Agreement shall rest in and be vested with the State of Idaho.

- **34. Terms Binding Upon Successor.** All the terms, covenants, and conditions of this Agreement shall inure to the benefit of and be binding upon the successors and assignees of the parties hereto. The provisions of this Section shall not be deemed as a waiver of any of the conditions against assignment set forth above.
- 35. Non-Discrimination. Concessionaire and its employees shall not discriminate against any person because of race, gender, color, ancestry, national origin, or disability by refusing to furnish such person any accommodation, facilities, services, or privileges offered to or enjoyed by the general public. Nor shall Concessionaire or its employees publicize the accommodations, facilities, services, or privileges in any manner that would directly or inferentially reflect upon or question the acceptability or the patronage of any person because of race, gender, religion, color, ancestry, national origin or disability.

In the performance of this Agreement, Concessionaire shall not discriminate against any employee or applicant for employment because of race, gender, color, religion, national origin or disability. Concessionaire shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, gender, color, religion, ancestry, national origin or disability. Such action shall include, but not limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

Concessionaire shall permit access to its records of employment, employment advertisement, application forms and other pertinent data and records by any agency of IDPR designated for the purpose of investigation to ascertain compliance with Title 67, Chapter 59, Idaho Code.

- **36.** Time of the Essence. Time is expressly declared to be of the essence in this Agreement.
- **37. Notices.** Any notice given under the terms of this Lease shall be deemed given and delivered when personally delivered or if mailed, the date same is deposited in the United States Mail, and mailed by regular or certified mail, postage prepaid and properly addressed to the appropriate party. Notices to Concessionaire shall be addressed to Concessionaire at the address designated

- in the Data Page of this Lease. Notices to IDPR shall be addressed to IDPR shall be addressed to IDPR at the address designated in the Data Page of this Lease.
- **38. Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Idaho.
- 39. Special Terms and Conditions. Attachment A sets forth the general terms and conditions applicable to all concessionaires. Attachment C sets for the Special Terms and Conditions applicable to the signatory Concessionaire. In the event of any conflict between the General Terms and Conditions in Attachment A, and the Special Terms and Conditions in Attachment C, the Special Terms and Conditions are deemed to be controlling.

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

AGENDA
Idaho Park and Recreation Board Meeting
August 21-22, 2018
Indian Creek Park
314 Indian Creek Park Rd.
Coolin, ID 83821

AGENDA ITEM: RTP Grant Application, Kaniksu Land Trust

ACTION REQUIRED: Board to hear appeal from applicant and vote on reconsideration.

PRESENTER: Director Langhorst: background. Eric Grace, Exec. Director of Kaniksu Land Trust will give brief explanation of project and reason for appealing decision made at May board meeting.

PRESENTATION

BACKGROUND INFORMATION:

At the May 2018 (Orofino) Board meeting, the board voted to approve the RTP Grant Advisory Committee's priority-ranked list, with some exceptions. One of those exceptions was to deny funding for the Kaniksu Land Trust's "Pine Street Woods" project. The Kaniksu Land Trust has effectively appealed that decision, and it is now before the board for reconsideration.

STAFF RECOMMENDATIONS:

Staff recommends that Board reverse it's May decision and approve the priority-ranking list presented at the May Board meeting to include funding of the "Pine Street Woods" project for the following reasons:

- 1) The project ranked 5th out of 58 applications reviewed by the Advisory Committee.
- 2) Acquisition of land for trails (in both fee simple title and easements) is supported by the RTP Program "Permissible Uses" and the Idaho State Comprehensive Outdoor Recreation Plan. One goal of IDPR's Strategic Plan is to "protect and improve public access to outdoor recreation statewide."

SAMPLE MOTION:

"I move that the IDPR board approve the RTP Grant Advisory Committee's priority-ranking list as presented at our May Board meeting, 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 2019 Applications Recreational Trails Program

Applicant		neci eational Trails Program	E I						
	Project	Total	Match	Grant	Ongoing		Score	Region 1	lico
	Admin	\$ 110,519.28		\$ 110.519.28	v	20			200
	Safety & Education	\$ 98,677.93	\$ 19,735.59		2	180 461 63	\dagger	†	T
Brush Brunch Trails Outreach	Brush Brunch Trails Outreach Trail				,	707.07	\dagger	\dagger	T
USFS St. Joe Ranger District	Creating Equipment	5 1,160.00		_	\$	190,389.62	77.9 North	M	_
Elk City Dust Devil's ATV Club	St. Joe Motorcycle Irall Crew	2	15,	\$ 13,250.00	\$	203,639.62	77.8 North		T.
Caribon County	City Dust Devils Irail Equipment			\$ 1,073.00	S	204,712.62	77.6 North	Γ	T
Kapiber Land Truck	Caribou Irail Loop Connector (RTP)	\$ 49,335.00	\$ 28,465.00	\$ 20,870.00	S	225,582,62	77 2 Southoast	-	Τ.
אפווואאת רפוום ונמאר	Pine Street Woods Acquisition	\$ 1,812,000.00	1,7		v	375 582 62	75 1 Month	_	T:
Lemhi County	Bear Valley Lake Trail Heavy Maintenance	\$ 37,325.00	\$ 9.405.00			20.20	10		2
US Forest Service, Sawtooth National Forest,					2	29.200,500	2	Southeast	Τ
Sawtooth National Recreation Area	2019 RTP Grand Mogul Trail Bridge	\$ 85,200.00	\$ 17.700.00	\$ 67 500 00	v	22 000 100			-
ISDA - Salmon Challis Nisting	Continental Divide Trail - Big Hole to				2	70.200	74.0 50	74.0 Southeast N	Σ
COCK CAME CHAIR NATIONAL FOREST	Anderson	\$ 163,041.00	\$ 38,041.00	\$ 125,000.00	v)	546.002.62	74.5	Couthoact	_
Palouse Land Trust	Accessible Trail Project							-	T
North Idaho ATV Association. Inc.	NITrail Maintenance		15,	4	\$ 587,6	587,667.62	73.9 North		Σ
	Marble Creek-Idaho Centennial Trail	7 1,855.00	\$ 371.00	\$ 1,484.00		589,151.62	73.8 North		
ion	Opening and Maintenance Project	\$ 44 400 00	18 870 00	\$ 00000	4				
National	2018/19 Ketchum Ranger District Trail			00.05c,c2 ¢	٨	614,681.62	73.4 50	Southwest NM	Σ
Forest, Ketchum Ranger District	Work Rotation 2	\$ 124.930.00	\$ 71.180.00	\$ 53 750 00					
USDA Forest Service, Sawtooth National	Little Wood Multiple Use Trails Heavy				> 668,4	668,431.62	73.1 So	Southwest M	
	Maintenance Project	\$ 31.307.00	\$ 12 307 00	10,000,00			1		
National Forest-Fairfield	2018 Beaver Creek Trail Repair/Trail			3 13,000.00	٨	687,431.62	7350	Southwest D	1
Ranger District	Maintenance	\$ 73,000.00	\$ 30,000.00	\$ 43,000.00	\$ 730.4	730.431.62	72 8 50	72 8 Courthauges 11	
Backcountry Horsemen of Idaho Foundation Indian Cr. 8. Dietal Cr. Builde	Section (1) Sectio						200	utilwest to	Τ
Teton Valley Trails and Pathways	Foundation of Place of the Pair			1	\$ 734,6	734,679.62	72.8 So	72.8 Southwest NM	Σ
	Skitwish Trail Shalter Wood Shad and US	\$ 66,000.00	\$ 18,000.00	\$ 48,000.00		782,679.62	72.3 Southeast	utheast D	Γ
		\$ 41.454.00	\$ 26.414.00	45 040 00		0	- 1		Г
US Forest Service - Idaho Panhandle				1	1,181, 5	79,717.05	/2 NG	North	
	Queen Mountain Trail Reconstruction (D)	\$ 49.218.00	11 368 00	23 010 00	4				
	Sawtooth Creek Trail 109			-	Λ·	835,569.62	71.5 North	T	
nhandle			-	\$ 20,000.00	\$ 855,5	855,569.62	71.3 North		Z
	Bald Eagle Trail Reconstruction	\$ 56.044.00	\$ 15 744 00	30000	, 001	- 2			-
ce, Idaho Panhandle	"D" Coeur d' Alene River Ranger District					79.609,060	/U.5 North		Z
	OHV Trail Rangers	\$ 43,450.00	\$ 17.800.00	\$ 25,650,00		021 510 52			
U.S. PUREST SERVICE, SANDPOINT	Trail Rehabilitation - Sandpoint	\$ 53,460.00			4 620	20.616,136	70.2 North	T	T
	Replace 1997 Tucker w/newer used					70.67	VO. 1 North	4	T
Silosifone County Commissioners	groomer	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	Ś	988,279.62	69.8 North	£	
								1	7

FY 2019. lications

	Recreatio	nal Tr	Recreational Trails Program	E						
Applicant	Project		Total	Restrict	-	Cummo				
Teton Valley Trails and Pathways	Teton Creek Corridor Pathway	\$	62,500.00	\$ 13,500.00	8 00		5 1.037 279 62	Score 60 7	GO 7 Countries	Ose
USDA Forest Service	Priest Lake Nordic Equipment Upgrade	\$	20,200.00	\$ 10,100.00				200	Southeast	
Idaho Department of Parks and Recreation US Forest Service - Idaho Panhandlo	Thurman Creek Bridge Replacement	v	27,805.80		-			69.3	69.3 Southeast	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \
National Forests	Kootenai River Walk Trail Reconstruction	Ś	66.068.00	24 468 00		00 00 00		3		
Boise National Forest	Banner Ridge Park and Ski Toilet	S	23,121.00		3 6			69.1	69.1 North	
FRIENDS OF WEISER RIVER TRAIL, INC	WRT Construction and Repair - 2018	S	20,190.00	\$ 6.057.00	+		\$ 1,127,025.62	69	by Southwest	۵
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	Line Transfer	^	34,435.00	\$ 7,100.00	\$ 00	27,335.00	\$ 1,168,493.62	68.6	68.6 North	Z
Boise National Forest	Rehab	٧٠	108,396.00	\$ 21.625.00	00	86 771 00		9		
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City of Pocatello	Cusick Creek Trail Project	S	-		+		5 1,318,264.62	67.8	67.8 Southeast	۵
Wood River Resource Conservation and					+			0/.0	D/.D Southeast	Σ
Development Council	Hagerman Valley Pathways	ψ,	142,919.00	\$ 62.700.00	00	80 219 00	\$ 1408 483 63	2 7 2		-
USDA Forest Service	Camas Middle Fork Phase 3	S	156,236.00		+	-	1	07.3	OV.3 Southwest NM	Z
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United States Forest Service	Reroute	S	21,392.00	\$ 6,637.00	\$ 00	14,755.00	\$ 1,544,794.62	66.5	66.5 Southeast M	Σ
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FY 2019 Applications

Recreational Trails Program

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Shoshone county	Silver valley search & rescue trailer						
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Equipment purchase must be for trail maintenance or construction purposes Silver valley search & rescue trailer

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7,896.00 \$ 2,852,004.62

1,974.00 \$

9,870.00 \$

Communications Program

August, 2018 Idaho Park and Recreation Board Report

Accomplishments / Tasks Underway

□ Marketing / Advertising / Outreach

- Passport: Sales and revenue growth continue steadily. There is still a large opportunity for growth, even within the counties that have the highest sales and rates of participation like Ada and Canyon Counties.
- Junior Ranger Program: The new, enlarged and expanded guide has been printed and is in circulation. The Idaho Forest Products Commission helped off-set the costs of producing this publication with a generous financial contribution.
- Branded Park Brochures: This project is still underway. A design template has been created for the park brochures and we've contracted the design out to a local graphic artist to assist with the production. This contractor also assisted with the Junior Ranger Guide, making these brochures second priority. Location maps of each park have been produced and are ready for inclusion within each park's brochure.
- Non-Motorized Trails: Ongoing. An inter-agency coordinating committee has been established that includes all land management and resource management partners. This committee was created to prompt discussions pertaining to non-motorized trails in Idaho. Coordination of the group's efforts ongoing will be managed by IDPRs Non-Motorized Trails Coordinator. Possible discussion topics: issues surrounding non-motorized trails in Idaho including access, maintenance and priority projects. The outcome of discussions may include a maintenance prioritization strategy, public information campaign and/or attempt at a fundraising mechanism to address trail maintenance needs in Idaho.

Sponsors and Partners

- Idaho Forest Products Commission (IFPC) has contributed over \$13,000 thus far to assist with the production of printed informational and educational materials. The organization is also interested in expanding our partnership to include the possible provision of materials to help meet some of our maintenance backlog and facility needs. (i.e., lumber for the construction of group-use shelters in parks.)
- The Hagerman Chamber of Commerce has voted to contribute \$20,000 to the Visitor Center at Billingsley to ensure the scale, scope and partnership move forward.
- Kempthorne Project contributors in partnership with the Friends of Idaho State Parks raised over \$50,000 to fund a new self-guided interpretive program within nearly every Idaho State Park. An additional \$20,000 was raised to cover the cost of all building dedication elements including the interpretive panel, letters for building, plaque and interactive social media kiosk.

□ Youth Explorer's Program

- o Ongoing project.
- Reminder: the goal of the program is to reward students and encourage literacy while also introducing young Idahoans to their state parks, hopefully creating a new generation of Idahoans who cherish, visit and protect their state parks.
- o Additional libraries signed on to participate in 2018
 - Libraries promoted the Passport and Junior Ranger Programs throughout the summer.
 - This is a very popular program and we receive many sincere notes of thanks from libraries statewide.

□ Dirk Kempthorne Dedication (Ponderosa State Park Visitor Center)

- O Have dedicated 20 hours total so far brining the project to fruition. Most of the time was allocated to the loaner backpack execution; purchases and program creation for implementation.
 - PROJECT RECAP: The external fundraising team raised the total amount (\$77,000) for implementation of the entire project to include:
 - Name placement on the Ponderosa State Park Visitor Center
 - An exterior plaque
 - An interpretive panel within the Ponderosa Visitor Center
 - An interactive social media kiosk
 - Dedication ceremony expenses
 - \$50,000 towards the purchase (and fund ongoing maintenance and replacement costs) of loaner backpacks and loaner equipment to execute an interpretive loaner backpack program within nearly every Idaho State Park. The goal of the backpack program is to offer outdoor experiences like bird watching or wildflower identification with all needed equipment within a backpack to allow for self-guided exploration of state parks. The backpacks will be made available on a check-out system by park staff, hopefully reducing the intimidation factor of trying out new outdoor activities, turning a new generation on to all things outside!

□ Miscellaneous/ Reminders / Last Meeting Follow-Up

- O Continued: IT and Communications have teamed to begin the process of overhauling our agency's internet presence to include trip planning tools, blog features and app functionality. This will be a very costly endeavor and we've identified temporary first steps.
- O Continued: Developing ways to generate more awareness about our Grants and Funding Programs. Social media and speaking engagements at places like the IRPA annual conference are proving to be effective. The number of grant applications received this year did increase.
- Feature story that I authored for Eagle Magazine about Camping in State Parks near Boise appeared in the July/August issue of Eagle Magazine.

- o Working on general fundraising and relationship building opportunities
- o Participating on Conference Planning Committee
- o Serve as an internal "Strengths Coach"
- o Continue to handle all agency-related information requests (public information act) and serve as primary media contact
- o Misc. agency brochure revisions, news releases, web postings.
- O Continue to handle special projects as assigned presentations legislative needs, talking point needs, speeches, graphics, website updates.

DEVELOPMENT BUREAU QUARTERLY REPORT April – May – June 2018

DEVELOPMENT BUREAU: BUREAU CHIEF - VACANT

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.

DEVELOPMENT BUREAU UPDATE: Interviews will take place the week of August 13th to fill the vacancy left by the retirement of Jim Thomas, Bureau Chief. We are hoping that position will be filled by the time this Board Meeting takes place. Development Bureau is working with half the staff presently. Interviews to fill those vacant positions will take place once the new Bureau Chief is hired.

BACKGROUND INFORMATION: The following narrative on current projects, their status and progress comments are for Board Information.

North Region Projects

310162 - Priest Lake Indian Creek Shelter & Parking Lot Repl.

Waiting for approval on new design. The new design is approved by DBS. We are asking for pricing from contractors.

310181 - Priest Lake Re-Roof Group Camp Cabin

North Region crew will re-roof the cabin in the fall.

310351 - Round Lake Well

The park will switch over to the new well after Labor Day. O&M manual nearing completion.

310382 - Round Lake Group Day Use Shelter, Trails & Parking

The parking lot has been completed. New shelter drawings approved by DBS. Site plans to be prepared and shelter project will be bid. Depending on funding left, a CXT will be ordered.

310561 - Farragut Repair Group Shelter, Grounds & Paving

Waiting for invoice for the paving and once that is paid, this project will be closed out.

310562 - Farragut Scott Group Area Development

Waiting on signed documents from contractor and then the final payment can be made, and the project will be closed out.

310572 – Farragut Gilmore Campground Phase 2

Project nearing completion.

310652 – Old Mission Parish House Interior Repairs

Exterior house repairs complete and house painted. Remaining funds to be used to paint interior and refinish floors.

DPW 15-540 - Old Mission Parish House Reroof & Paint

Reroof complete. Exterior repairs complete and house painted.

310671 – Old Mission VC & Exhibit HVAC Upgrades

Contract issued to contractor. Project to start construction in October 2018.

310672 – Old Mission VC Electrical & Lighting Upgrades

Met with electrician and electrical engineer on 1/10/18 to discuss possible scope of project. Planning on replacing existing lights in current locations with LED lights which will not damage historic materials. One new light is planned to provide illumination to entire main sanctuary. Engineer receiving quotes from lighting vendor for lighting package. Electrician contacted to determine light fixture that can mount to existing conditions.

310681 – Old Mission Pave Upper Parking Lot ADA Accessible

The Tribe will not approve pavement in that area. Discussing what will be best for that area and be approved by the Tribe.

310682 – Old Mission Purchase & Install 2 Back-Up Generators

Electrician contacted to provide quote for generator for church.

310691 – Old Mission VC Lighting Upgrade

New 2019 project.

310861 – Heyburn Hawley's Landing Electrical Upgrade

Electrical work is complete. Development checking with fiscal to see about additional work being added to this project.

310871 – Heyburn Hawley's Landing RR/Shower ADA Improvements

Improvements completed in the restroom/shower building. Requesting scope change to add ADA pathway and ADA parking spot.

310872 - Heyburn Chatcolet Campground Renovations

Development finishing up design. Plan to go out to bid fall/winter 2018.

310881 – Heyburn Rocky Point Electrical Upgrade Docks & Moorage

Electric issues are our first priority. Electrical consultant on board; working on design.

310882 – Heyburn Replace Boat Pump-Out at Chatcolet Marina

Parts on order. Installation to start in mid-August.

310883 – Heyburn Repair Benewah Lake Road

Heyburn Park Manager met with Benewah County regarding the road work. Waiting on County's response.

310891 – Heyburn Lakeview Cabin Structural Evaluation

New 2019 project.

320181 - McCroskey Primitive Campground & Shelters at Redtail

Issued a Contract and Notice to Proceed for Engineering Survey. Survey received. Now in the design phase. Will go out to bid winter 2018.

320241 - Dworshak Host Sites Relocate

Waiting on the CORP of Engineers to approve to Clearwater Power to install the transformer. Gravel delivered needs spreading. Hope to close out project by end of summer.

320291 – Dworshak Osprey Loop DBL Vault Replacement

New 2019 project.

320292 – Dworshak Freeman Creek Rebuilt Lift Station

New 2019 project.

320293 – Dworshak Freeman Creek Tent Area Vault Replacement

New 2019 project.

320383 – Hells Gate Electrical Lighting Improvements to Barn

Scope of work calls for rewiring. Meeting with local electrician. Waiting for more bids.

320391 – Hells Gate Electrical Upgrade at Volunteer Sites

New 2019 project.

320392 – Hells Gate Marine Mooring Dock Replacement

New 2019 project.

320393 - Hells Gate Road and Trail Resurface

New 2019 project.

320394 - Hells Gate Shed/Barn Re-Roof

New 2019 project.

320561 – Winchester Campground Electrical Upgrade

Contractor has requested additional time. Waiting for contractor to sign change order and return to IDPR. Project will be completed after Labor Day.

320571 – Winchester Lake Shop Roof Replacement

Going with a metal roof. Getting bids. Waiting for spring.

320581 - Winchester Remove Old Gabions

Waiting for delivery of new docks.

320591 - Winchester Ponderosa Point Shelter Re-Roof

New 2019 project

South Region Projects

330172 – Ponderosa New Deluxe Cabins (5)

Preconstruction meeting was held July 9, 2018 for foundations and utilities. Construction started July 23, 18.

330182 - Ponderosa CG Electrical and Water Upgrades - Phase 1

SOQ to hire consultant to go out this month. Will design all 3 phases of upgrade work for construction in phases. Bid fall/winter 2018.

330183 – Ponderosa Kokanee Cove Conceptual Plan

Update included in the Board Meeting as an agenda item.

330192 – Ponderosa Peninsula Blackberry Campground Water & Elec Upgrades

New 2019 project.

330193 – Ponderosa Kokanee Cove Clean-Up

Project bids August 8th. Work to be completed October 2018.

330291 – Eagle Island West Restroom Skylight Replacement

New 2019 project.

330292 – Eagle Island Pond Water Quality Improvement

New 2019 project.

330471 – Lucky Peak SS Replace Buoy Line Platform

Two new platforms have arrived on site and 2 new wenches and stands have been ordered and will arrive within a few weeks. The original manufacturer still has the gaskets and rub rails needed so park staff is getting a count of new parts required and then will order. Spoke to Park

Manager and the plan is to use seasonal help to install everything. Staff will visit a local vendor who carries these parts to see if they satisfy our needs.

330482 – Lucky Peak Replace Auto Sprinkler Irrigation System

Substantial completion; contractor is completing punch list. Will keep contract open until full seed germination per specification, fall 2018.

330483 – Lucky Peak Marina Expansion Planning Study

Preparing SOQ.

330491 – Lucky Peak Concession Buildings Electrical Upgrades

New 2019 project.

330581 – Bruneau Dunes Evaluation of Irrigation System

Potential problems have been identified. Consultant will contact the pump installer, and both will visit the side. From that, Consultant will be able to develop a scope of work.

330591 – Bruneau Dunes Water Heater for Broken Wheel & Eagle Cover Shower Houses New 2019 project.

3300691 - Three Island Primary Underground Powerline

New 2019 project.

330761 – Lake Cascade Erosion Control

Project was bid but all bids were rejected due to bids coming in over budget. Project is out for rebid. Expect fall 2018 construction.

330763 - Lake Cascade West Visitor Information Center

Project on hold.

DPW 17-540 – Lake Cascade New Visitor Center

Construction has restarted with completion fall 2018.

330764 - Lake Cascade Blue Heron & Van Wyck Docks/Pilings

This project has become a joint project with BOR. BOR is cost sharing for additional improvements beyond the original scope. These include an ADA picnic site and a fixed accessible fishing pier approximately 100 feet into the lake with floating docks tied to it.

330771 – Lake Cascade Pelican Cove DU ADA Improvements & CXT

Scope of work calls for a CXT and paving of the existing parking lot. BOR will complete design documents and specs. Waiting for 100% files. Scheduled to go out to bid summer 2018.

330773 – Lake Cascade Crown Pt Dock Repair

Have design from Land Group for ADA access to docks. Need to make alterations and get fee proposals for the work.

330781 - Lake Cascade Replace Crown Point Docks

In the process of scheduling.

East Region Projects

340381 - Thousand Springs Ritter Island Refurbish Pink House

In the process of scheduling. Scope will involve re-roofing and address on wall that has been destroyed by termites.

340391 – Thousand Springs Crystal Spring Dock Replacement

New 2019 project.

340392 – Thousand Springs Billingsley Visitor Center

New 2019 project.

340393 – Thousand Springs Billingsley Thousand Springs Billingsley Entrance Road

New 2019 project.

340394 - Thousand Springs Billingsley Parkwide Trails

New 2019 project.

340395 - Thousand Springs Billingsley Campground

New 2019 project.

340396 – Thousand Springs Billingsley Irrigation Improvements

New 2019 project

340397 – Thousand Springs Billingsley Arboretum

New 2019 project

340398 – Thousand Springs Billingsley Fishing/Paddling Access

New 2019 project.

340573 – Castle Rocks Access Road Improvements

Access road work to be completed by end of August 2018. If approval from BLM is received, campground will be chip sealed spring 2019.

340681 – Lake Walcott Replace Drinking Fountains

Drinking fountains purchased. Park staff to install in spring

340682 - Lake Walcott Refurbish Restrooms

Visited site in December to determine scope. Proposal received from Architect for design in April. Design Architect under contract and design in progress, construction after Labor Day.

350141 - Massacre Rocks Septic System Replacement

Engineering services contract initiated. Engineering continues in progress. Coordination with IDEQ and Idaho Regional Health Department has concluded that multiple variances to project LSAS requirements is the only path forward for approval to perform intended project work scope major improvements of existing campground septic systems. Variance application under review – anticipate start of engineering for variance application for septic systems improvements. Project on hold. Park is monitoring system. DEQ will not allow replacement because it is too close to the river. Only a full treatment system will be allowed.

350171 – Massacre Rocks Insulate VC

Re-roof was completed in March. Awaiting closeout documents.

350371 – Bear Lake East Beach CG Electrical Upgrades

Project substantially complete on 3/30/18. Completing punch list items and closeout paperwork.

350382 – Bear Lake Tent Camping Area & Parking Improvements

In the process of scheduling.

350391 – Bear Lake N. Beach Boat Launch Dock Replaced

New 2019 project.

350392 - Bear Lake E. Beach Restroom at Boat Ramp

New 2019 project.

350393 – Bear Lake E. Beach Restroom at Day Use

New 2019 project.

360171 - Harriman Ranchview CXT Replacing Composting Toilet

Construction complete. Project closeout in progress.

360173 – Harriman Sage Flat Area DU Developed

Shelter install bid and contractor under contract. Shelters to ship late August and be installed in September 2018.

360181 - Harriman Eradication of Mold & Clean Ducts

In the process of scheduling.

360182 - Harriman Decks & Furnishings for Silver Lake Yurts

Structural design for yurt deck complete and reviewed by DBS. Yurt locations confirmed and remaining yurts ordered.

360183 - Harriman Repair Foundation on Ranch Manager House

Development to visit with consultant on what needs to be done.

360191 – Harriman Jones House Foundation/Log Repairs

New 2019 project.

360251 - Henrys Lake 2 New Camper Cabins

New drawings currently being prepared in-house. Construction may be done by region crew spring 2019.

360271 - Henrys Lake RR Remodel at Boat Launch

CXT purchased and will be installed early fall 2018.

360272 - Henrys Lake Old CG Sewer Evaluation

Consultant under contract. Preparing bid documents.

360281 – Henrys Lake Upgrade Water Distribution in Old Campground

Consultant under contract. Preparing bid documents.

360282 – Henrys Lake New CXT & DU Shelter at Boat Ramp

Shelter install bid and contractor under contract. Shelters to ship late August and be installed in September 2018.

360283 – Henrys Lake RR/Shower Upgrade

Construction complete and restrooms open to public. Punchlist items to be completed in October when restrooms closed to public.

360291 – Henrys Lake Well House & Water System Upgrades

New 2019 project.

360582 – Engineer Evaluation Bayhorse Building Stabilization

In the process of scheduling.

360583 - Yankee Fork Yurt for Staff Housing at Bonanza

Travel trailer has been purchased and is on site. Next step prepare site for utility connections with help from region crew.

360591 – Yankee Fork VC Irrigation Replacement

New 2019 project.

STAFF RECOMMENDATIONS: Information only

EXPERIENCE/EDUCATION PROGRAM QUARTERLY REPORT APRIL, MAY, JUNE 2018

Mission

The mission of the Idaho Department of Parks and Recreation is to improve the quality of life in Idaho through outdoor recreation and resource stewardship.

Goals

- 1. Assess all parks in the system in terms of needs/priorities for interpretive facilities, exhibits, programming, training, and staffing.
- 2. Start creating high quality photo files of the parks for use in interpretation, social media, and marketing.
- 3. Create an organizational structure (Interpretive Team) to support implementation of improvements in the overall Experience/Education program.
- 4. Begin implementing the new Interpretive Strategic Plan in support of the Agency Strategic Plan.

EXPERIENCE/EDUCATION PROGRAM, JAMIE LITTLE, COORDINATOR

- Led meeting of the Interpretive Team April 17 and 18 at HQ.
- Helped with marketing 2018 teacher workshops in the parks, working with the Friends of Idaho State Parks, and the Department of Education.
- Led Interpretive Planning meetings for Lake Cascade, Harriman, and Three Island Crossing State Parks.
- A photo taken at Ponderosa State Park was featured in the National Association for Interpretation national newsletter in June 2018.
- Created a Volunteer Interpretive Internship at HQ, Nikki Cannon, a grad student at Boise State, volunteered from January through April 2018.
- Developed concepts for Kempthorne interpretive exhibits at Ponderosa working with Jenn Okerlund and Keith Hobbs. This included an interpretive panel, interactive kiosk, and loaner backpack program.
- Developed content for a new expanded Junior Ranger Guide for 2018. The new Guide has been distributed to the parks.
- Created updated versions of the Interpreters Manual and Junior Ranger manual to use in conjunction with training.
- Led the annual Interpretive Training for staff and volunteers May 14-18 at Three Meadows Camp in Dworshak State Park.
- Created new IDPR Cartographic Style guide for the creation of park maps in interpretive wayfinding exhibits. This makes use of GPS base layers for more accurate maps, as well as consistency in graphic presentation and font standards. This is being used for the first time in the new Cascade Visitor Center in the wayfinding exhibit.

- Created IDPR Natural Resource Assessment structure outline for Planning and Interpretation
- Recruited the Idaho Geological Survey to assist in park natural resource assessments
- Recruited Professor Charles Peterson from Idaho State University to assist with park natural resource assessments
- Worked with Lake Cascade Park Manager Theresa Perry on developing a wayfinding exhibit, eBird interpretive interactive kiosk, and donor recognition panel for the new Lake Cascade Visitor Center.

Example of feedback from the public on attending an interpretive program in the parks:

Claire Clark is the seasonal interpretive ranger at Bruneau Dunes State Park, she attended our Introduction to Interpretation training in May. This Email is from one of the teachers attending a program at Bruneau Dunes:

"Hi Kim,

Sorry for such a late response, but my Geology class and I had an amazing time at the Dunes! We want to give Claire a huge shout out as well. She was an excellent guide in terms of both information and demeanor.

My students are already pumping up the rest of the high school for my Geology course and I think this is largely due to the wonderful tour provided to us by Claire.

Thanks again! You'll be hearing from me in the coming years as Timberline High School plans its return."

Kameron Yeggy

IDAHO DEPARTMENT OF PARKS AND RECREATION

Fiscal Year 2018 – Financial Statements

July 1, 2017 – June 30, 2018



Submitted By Steve Martin FINANCIAL OFFICER

☐ IDAPA RULE	☐ IDAPA FEE	☐ BOARD ACTION REQUIRED
☐ BOARD POLICY	☑ I	NFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
August 21 – 22, 2018
Priest Lake State Park
314 Indian Creek Park Road
Coolin, ID 83821

AGENDA ITEM: FY 2018 4th Quarter Financial Statements

ACTION REQUIRED: Information Only

PRESENTER: Steve Martin

PRESENTATION

Attached are the year-end financial statements for fiscal year (FY) 2018. The information presented reflects an overview of the department's revenues, expenditures and cash balances along with a summary of the Passport Program.

- Page 2 FY 2018 Financial Statement / Budget Status as of 06/30/2018
- Pages 3-5 FY 2018 Y-T-D Park Operations Revenues / Expenditures
- Pages 6-12 FY 2018 Cash Balances as of 06/30/2018
- Page 13 FY 2018 Y-T-D Passport Program Revenue

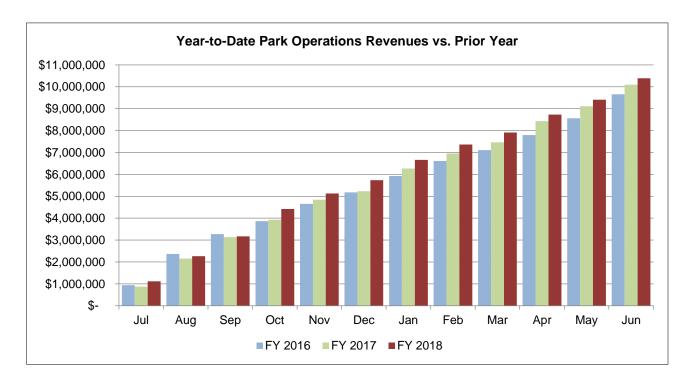
STAFF RECOMMENDATIONS

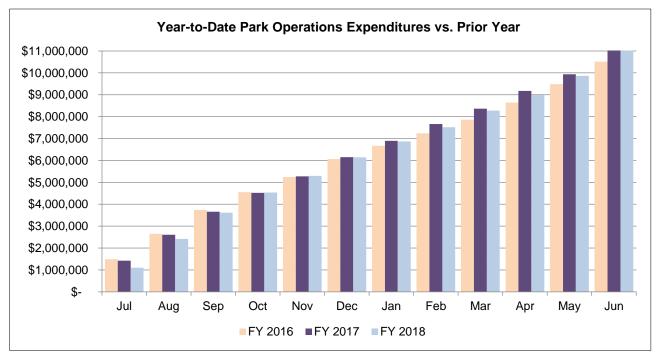
This agenda item is for information only.

Idaho Department of Parks and Recreation FY 2018 Financial Statement / Budget Status as of June 30, 2018

Program/Object	Αp	opropriation	Ε	xpenditures	En	cumbrances	Balance	% Remaining
Management Services				-				
Personnel Costs	\$	2,919,600	\$	2,645,389	\$	-	\$ 274,211	9.4%
Operating Expenditures		1,763,500		1,243,141		-	520,359	29.5%
Capital Outlay		108,510		97,780		-	10,730	9.9%
Trustee & Benefit		12,086,471		4,771,216		7,069,367	245,888	2.0%
Subtotal	\$	16,878,080	\$	8,757,527	\$	7,069,367	\$ 1,051,187	6.2%
Park Operations								
Personnel Costs	\$	10,050,600	\$	9,451,993	\$	-	\$ 598,607	6.0%
Operating Expenditures		5,405,098		4,716,219		-	688,879	12.7%
Capital Outlay		1,594,074		1,402,357		64,999	126,718	7.9%
Trustee & Benefit		1,427,500		67,002		630,000	730,498	51.2%
Subtotal	\$	18,477,272	\$	15,637,571	\$	694,999	\$ 2,144,702	11.6%
Capital Development								
Personnel Costs	\$	-	\$	-	\$	-	\$ -	
Operating Expenditures		-		-		-	-	
Capital Outlay		13,528,652		3,934,056		52,465	9,542,131	70.5%
Trustee & Benefit		-		-		-	-	
Subtotal	\$	13,528,652	\$	3,934,056	\$	52,465	\$ 9,542,131	70.5%
Total	\$	48,884,004	\$	28,329,153	\$	7,816,831	\$ 12,738,020	26.1%

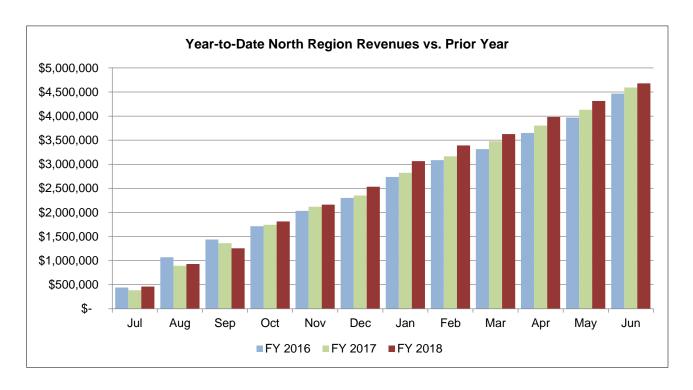
Idaho Department of Parks and Recreation Park Operations - All Funds Year-to-Date Revenues and Expenditures June 30, 2018

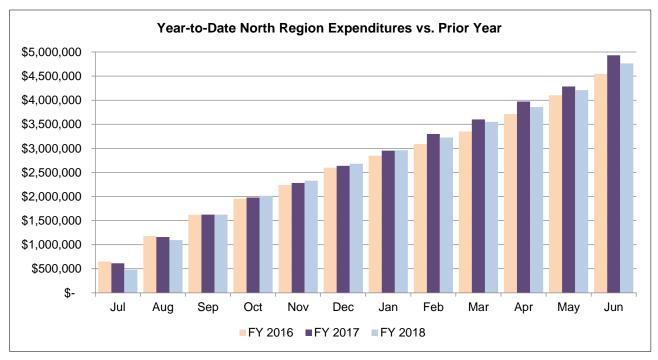




- All Park Operations fiscal year-to-date revenues are up \$292,800 (or 2.9%) compared to FY 2017
- All Park Operations fiscal year-to-date expenditures are down \$138,700 (or -1.2%) compared to FY 2017

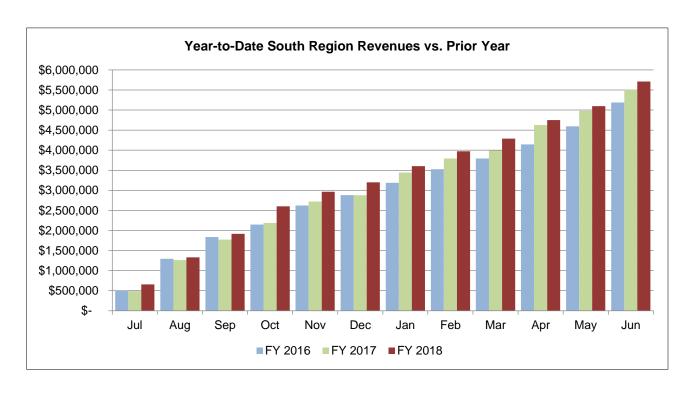
Idaho Department of Parks and Recreation North Region - All Funds Year-to-Date Revenues and Expenditures June 30, 2018

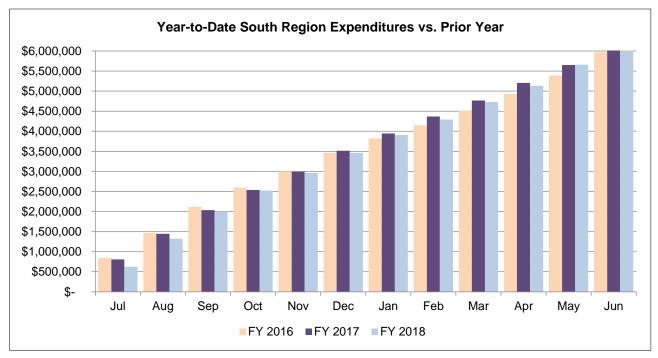




- North Region fiscal year-to-date revenues are up \$88,900 (or 1.9%) compared to FY 2017
- North Region fiscal year-to-date expenditures are down \$171,800 (or -3.5%) compared to FY 2017

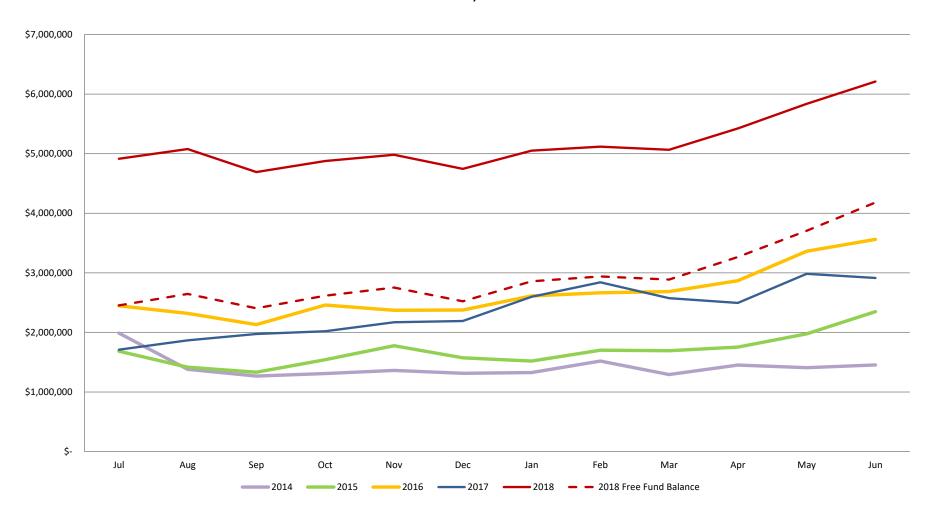
Idaho Department of Parks and Recreation South Region - All Funds Year-to-Date Revenues and Expenditures June 30, 2018



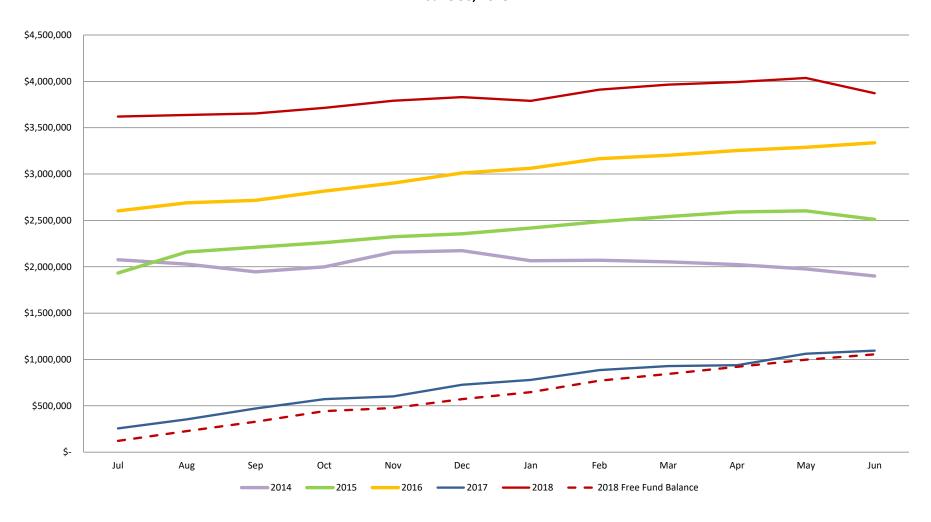


- South Region fiscal year-to-date revenues are up \$203,900 (or 3.7%) compared to FY 2017
- South Region fiscal year-to-date expenditures are up \$33,100 (or 0.5%) compared to FY 2017

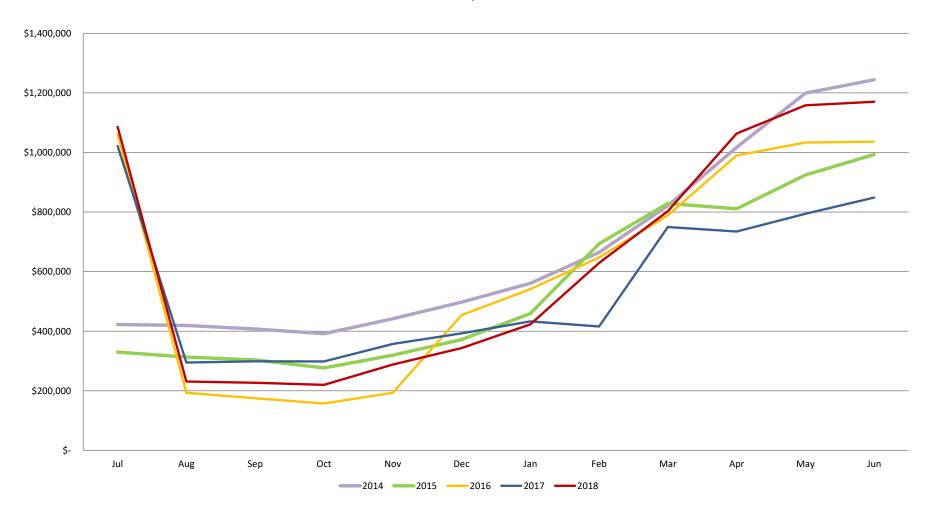
Idaho Department of Parks and Recreation Cash Balance Trend - Parks and Recreation Fund (0243) June 30, 2018



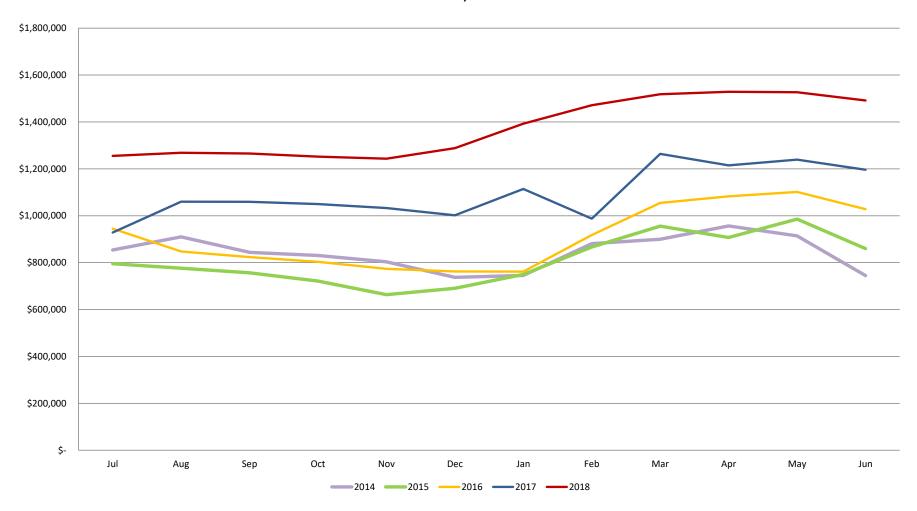
Idaho Department of Parks and Recreation Cash Balance Trend - Recreational Fuels Capital Improvement Fund (0247.01) June 30, 2018



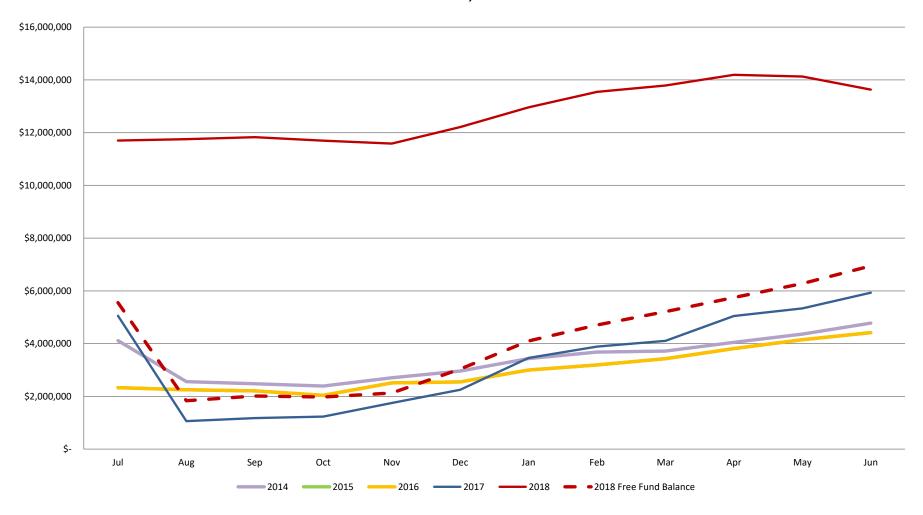
Idaho Department of Parks and Recreation Cash Balance Trend - Snowmobile Fund (0250.03) June 30, 2018



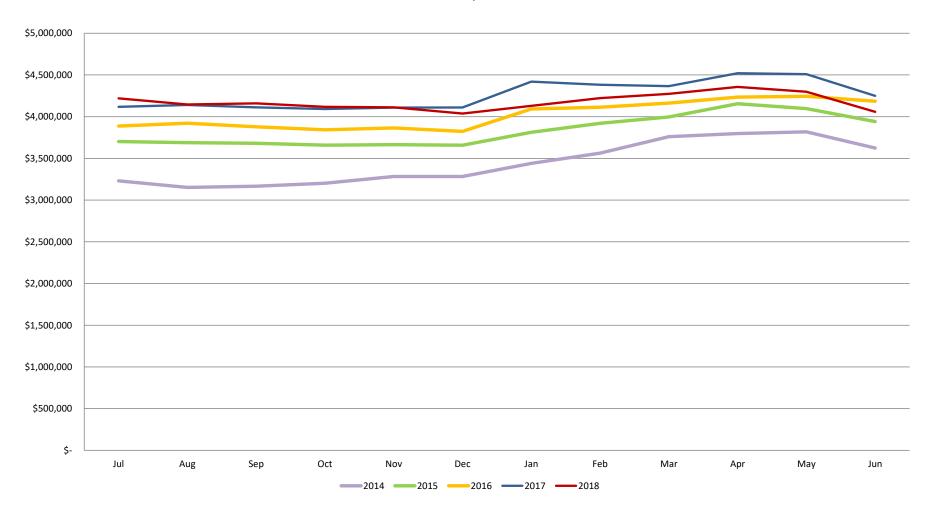
Idaho Department of Parks and Recreation Cash Balance Trend - Motorbike / OHV Fund (0250.04) June 30, 2018



Idaho Department of Parks and Recreation Cash Balance Trend - Recreational Vehicle Fund (0250.05) June 30, 2018



Idaho Department of Parks and Recreation Cash Balance Trend - Enterprise Fund (0410.01) June 30, 2018



Idaho Department of Parks and Recreation Statement of Cash Balances - FY 2018 as of June 30, 2018

		Beginning	Cash	Cash	Cash		U	nobligated
Fund	Description	Balance	Inflows	Outflows	Balance	Encumbrances	Fu	nd Balance
0125	Federal Indirect Cost Recovery	\$ 695,881	\$ 436,607	\$ (571,309)	\$ 561,179	\$ -	\$	561,179
0243	Parks and Recreation Fund	4,551,701	10,227,623	(8,568,873)	6,210,451	22,999		6,187,452
0243.02	Parks & Rec - Registration Administration	3,396,477	1,572,565	(2,409,854)	2,559,188	-		2,559,188
0243.03	Parks & Rec - Sawtooth License Plate	-	45,256	(45,356)	(100)	-		(100)
0243.04	Parks & Rec - Cutthroat Wildlife Plate	42,404	17,630	-	60,034	30,000		30,034
0243.05	Parks & Rec - Mountain Bike	73,387	31,846	(30,217)	75,015	-		75,015
0247.01	Recreational Fuels - Capital Improvement	3,693,488	1,611,090	(1,433,133)	3,871,446	15,970		3,855,475
0247.02	Recreational Fuels - Waterway Improvement	2,088,908	1,543,993	(1,465,243)	2,167,657	447,114		1,720,543
0247.03	Recreational Fuels - Off-road Motor Vehicles	2,965,288	1,750,625	(1,656,505)	3,059,408	464,548		2,594,860
0247.04	Recreational Fuels - Road & Bridge	1,449,064	804,173	(342,559)	1,910,679	261,000		1,649,679
0247.06	Recreational Fuels - Administration	200,800	1,090,912	(1,051,422)	240,289	-		240,289
0250.01	Registration - State Vessel	-	2,466,105	(2,381,814)	84,291	-		84,291
0250.02	Registration - Cross Country Ski	102,384	100,333	(99,811)	102,905	-		102,905
0250.03	Registration - Snowmobile	848,626	1,660,876	(1,339,090)	1,170,412	-		1,170,412
0250.04	Registration - Motorbike	1,196,375	1,240,928	(945,544)	1,491,759	108,819		1,382,940
0250.05	Registration - Recreational Vehicle	11,383,523	6,444,950	(4,198,209)	13,630,265	4,475,489		9,154,776
0348	Federal Grant Fund ¹	586,172	3,465,421	(3,538,851)	512,742	3,176,978		(2,664,235)
0349	Miscellaneous Revenue	69,782	67,470	(50,086)	87,167	-		87,167
0410.01	Enterprise	4,249,435	2,430,348	(2,621,313)	4,058,470	-		4,058,470
0496.01	Expendable Trust - Park Donations ²	327,052	97,873	(114,882)	310,042	-		310,042
0496.02	Harriman Trust	276,563	380,841	(252,806)	404,597	-		404,597
0496.03	Park Land Trust	3,102,762	650,665	(154,506)	3,598,921	-		3,598,921
0496.05	Trail of the Coeur d'Alenes	322,138	144,425	(84,609)	381,954	-		381,954
	Total	\$ 41,622,212	\$ 38,282,553	\$ (33,355,993)	\$ 46,548,772	\$ 9,002,917	\$	37,545,855

Notes: 1 Federal Grant Fund is a borrowing limit and does not represent department cash

²0496.01 Includes State Trust Outdoor Recreation Enhancement (STORE) Act Funds (see 67-4247)

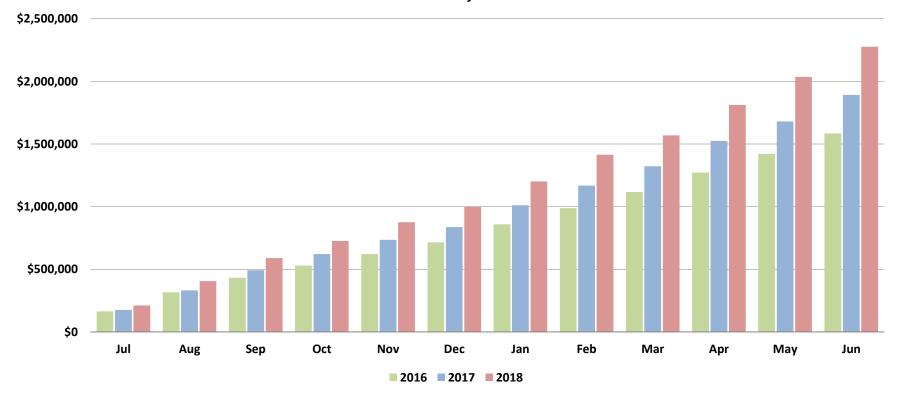
Idaho Department of Parks and Recreation Passport Program Revenue FY 2018

as of June 30, 2018

	FY 2017		FY 2018	lı	ncrease/	%
Gross Revenue	June		June		ecrease)	Change
1-Year Registrations	\$ 129,430	\$	143,020	\$	13,590	10.5%
2-Year Registrations	83,010		98,320		15,310	18.4%
Total	\$ 212,440	\$	241,340	\$	28,900	13.6%
Transactions						
1-Year Registrations	12,943		14,302		1,359	10.5%
2-Year Registrations	4,151		4,916		766	18.4%
Total	17,094		19,218		2,125	12.4%

FY 2017	FY 2018	I	ncrease/	%
Y-T-D	Y-T-D	1)	Decrease)	Change
\$ 1,175,660	\$ 1,386,330	\$	210,670	17.9%
 716,700	890,080		173,380	24.2%
\$ 1,892,360	\$ 2,276,410	\$	384,050	20.3%
117,566	138,633		21,067	17.9%
 35,835	44,504		8,669	24.2%
153,401	183,137		29,736	19.4%

Revenue Trend by Fiscal Year



HUMAN RESOURCE REPORT April – May - June

IDPR Mission: Improve the quality of life in Idaho through outdoor recreation and resource stewardship.

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: Debbie Hoopes, Human Resource Officer

- Provide management of human resource and volunteer functions agency-wide.
- Volunteer recruitment and networking continue year round.
- Recruitment for seasonal (summer) staff is winding down. HR continues to look for new and innovative
 ways to use social media for recruitment. With the increase in the overall wage to seasonal staff, IDPR has
 experienced the ability to hire more seasonal staff at parks that have had a difficult time obtaining seasonal
 help.
- Assessing overall training for both field and HQ staff.
- Provide supervisory training addressing seasonal and volunteer staff to regions.
- Monitor IT security training per state requirement.
- Continue conference calls on performance management for supervisory staff agency-wide.
- Continued review of classification for all IDPR positions to ensure accuracy of job placement.

Worker's Compensation Data for 2014-2018 (to date):

		Total Losses			
	Claims Count	Total Compensation	Total Medical	*Total Losses	# Current Open Claims
2015	30	\$10,482	\$18,057	\$39,449	1
2016	46	\$67,595	\$450,324	\$916,575	3
2017	26	\$13,673	\$204,995	\$167,952	3
2018	17	\$742	\$23,852	\$45,162	8

^{*}Total Losses figures do not include reserves which are costs set aside for ongoing claims.

TURNOVER

Fiscal Year	Begin Count	End Count	Avg Emp	Number of Separations	Turnover Rate	State
2015	134	137	135.5	<u>19</u>	14.00%	15.40%
2016	137	146	141.5	<u>19</u>	13.40%	14.30%
2017	146	149	148.5	<u>13</u>	8.80%	15.20%
2018	149	147	148.0	<u>16</u>	10.80%	11.30%

MANAGEMENT SERVICES QUARTERLY REPORT May 1 to July 27, 2018

MANAGEMENT SERVICES DIVISION ADMINISTRATOR – ANNA BORCHERS CANNING, AICP

IDPR Mission: Improve the quality of life in Idaho through outdoor recreation and resource stewardship.

Management Services Division Goals:

- 1. Provide management services staff with the necessary tools to succeed in their jobs and provide leadership and direction to registration, reservation, grants, fiscal, IT, development, planning and facility programs.
- 2. Work with the Operations Administrator to identify needs of the operations staff, and assist in meeting those needs.
- 3. Proactively work to meet Board priorities and concerns.

Management Services Division Administrator's Report

- Continued work on the Surcharge Assessment Rule and assisted on the Temporary Permit and Filming in State Parks rules. Also attended the administrative rulemaking process workshop sponsored by the Office of the Administrative Rules Coordinator.
- Attended May Board meeting in Orofino. Prepared the agenda items and supporting documents for the National Park Service partnership proposal at Billingsley Creek, the Strategic Plan Update for 2018, and the Kokanee Cove update.
- Discussed "owners" for the strategic plan action items with Executive Staff.
- Provided a Strengths Finder training session for the MIS folks at HQ. Orchestrate work of the champions and act as champion myself.
- Worked with Idaho Power on their proposal to swap the location of a conservation easement on the Bonnieview property. Waiting on Idaho Power to schedule a meeting to discuss the previous concerns expressed by Fish and Game. Work continues at the staff level. This will be a future Board item.
- As part of the Idaho Power easement swap, I have gained tentative approval that we will take ownership of a one-acre piece of property on Ritter Island still owned by Idaho Power. I have been working with Kathy Muir to see if we can use this property to address our conversion issues with our Land and Water Conservation Fund program. This will also be a future Board item.
- Worked with Development Bureau to serve as acting Bureau Chief—with great assistance from Melanie Schuster—until we can hire a new Chief.
- Worked with Development Bureau and HR to advertise and hire a Construction Supervisor to assist in working through our maintenance backlog. We also advertised for the Bureau Chief and are in the process of grading those applications. Interviews are planned for the week of August 13, 2018. Our quest to hire an Engineering Technician, Sr. for the east region is stalled. We had no applications for the position. We will continue to advertise the position and recruit applicants.
- Worked with Development Bureau and Financial Officer to answer detailed questions in preparation of the FY 2020 budget.
- Worked on the Performance Management Report and Transition Report required by DFM.

- Worked on policies regarding: workplace safety, park complexity, and boat rentals. Attended Operations Staff meeting to join the discussion on those policies.
- Assisted work on registration modernization and other registration issues. Met with potential services providers to assist in an analysis of issues related to data-cleaning and the relationship with ITD on registrations (round 2).
- Worked with Recreation Bureau on improvements to the Trails Mapping program.
- Got up-to-speed on FERC issues and specific proposal for the County Line Project (P-14513).
- Worked on various personnel issues as needed.
- Attended DHR sponsored respectful workplace training.
- Continued work as Chair of the IDPR 2018 Conference to be held early October. Developed Survey Monkey to capture registration information.
- Worked with Operations Administrator on Kokanee Cove Lodge RFI and contract with CHM for limited assistance as needed during the process. Researched and discussed Planning and Zoning requirements for the lodge with City of McCall. Assisted in gathering available information and data for the consultant to develop RFI.
- Provided timely accounting and travel approvals for IRTI, management services, human resources, development bureau, and marketing staff as well as Board travel.
- Worked with Director, Operations Administrator, and Development Bureau Chief to conclude on how to meet our mandate of having a comprehensive plan for our organization. The Operations Administrator and I will propose additions to the strategic plan that will give direction to the individual parks as to what they will need to include in their annual reports (which then ties to the annual work plan and performance assessments). This approach provides a consistent process and keeps the emphasis on the strategic plan.
- Joined Registration and Boating Program staff in the program review by the US Coast Guard.
- Spoke at the Idaho Society of Professional Engineers (ISPE) annual conference on how to make every meeting a success. Received rave reviews—at least from the ISPE President, Joe Canning.

Idaho Department of Parks and Recreation Information Technology Department Report April May June 2018

The IDPR IT department's primary mission is to provide the highest quality service to our customers. When technology related problems are reported we work to repair issues and restore services as quickly as possible and with the least amount of disruption to park and administrative business operations.

The team received 426 KACE service desk tickets during the quarter. This is double from the previous quarter and is associated with increased activity to prepare parks for the summer season and to onboard seasonal staff. Users reported a variety of issues ranging from assistance needed with application programs to network outage issues at park locations. IT staff promptly addressed and resolved tickets.

The statewide cybersecurity initiative continues to progress. The Center for Internet Security (CIS) controls "version 7" has been released. The IT team is working on completing the audit scripts (documentation on where we as an agency meet compliancy) for all 20 controls. We are actively participating in this effort by attending meetings and collaborating on solutions offered by the Office of Information Technology Services (ITS), such as the Tenable vulnerability assessment tool.

Legislation passed during the 2018 session to move the Office of the Chief Information Officer (OCIO) out from the Department of Administration and form the Office of Information Technology Services (ITS) under the Governor's office. ITS will be under the leadership of Director Jeffery Weak. The initial focus of the agency will be around consolidation of network and data center services, as well as opportunities to improve purchasing power of technology products and services through statewide collaboration. No impacts to internal IDPR IT staff are anticipated by this change. The agency became official on July 1, 2018.

Members of the IT team are actively participating in statewide workgroups and committees where we, as State IT professionals, are collaborating and sharing ideas to better leverage our combined knowledge and buying power to procure and implement more efficient, cost effective technology solutions. These include the Information Technology Leadership Council, Cybersecurity technical working group, the Solution group and the Information Systems Executive Committee. IT staff also attended a work group session on agency continuity of operations (COOP) planning. Internal staff are working to update the Department's COOP plan.

IT staff continue to search for ways to improve park network connectivity. IDPR IT currently uses a variety of technologies to provide the best service to park locations. We use traditional phone company DSL, Verizon data network via a Cradlepoint device, point to point microwave wireless, Ethernet via fiber and Satellite based services. Reliable connectivity continues to be an issue at Farragut with Frontier

Communications. A second DSL line was installed at the park office and provides Internet connectivity for the Reserve America (RA) systems on the front counter. The business office systems continue to reside on the original DSL line. Improvements were made at the Priest Lake Lionhead unit. Network cabling was installed between the shop and the entrance kiosk to improve connectivity to the RA system. A Cradlepoint/Verizon system was installed at the Bear Lake North Beach entrance kiosk. This system provides connectivity for a RA system complete with a mobile tablet that park staff can process point of sale transactions within a 200-foot radius of the building. This has improved the flow of traffic into the beach, especially on busy weekends. IT Manager Scott Williams is participating in the State's Certified Public Manager (CPM) program and has selected a project to analyze and improve park connectivity for his Capstone Project.

The IT operations team is continuing to move users and resources over to Microsoft Office 365. Plans are being made to begin migrating park staff. This update in technology has brought many improvements to the user. The default mailbox size is now 100GB which gives the user ample room to store large amounts of mail without the need to delete and perform cleanup activities on a regular basis. The team is also testing the use of instant messaging (IM) and other productivity tools that are included with our Office 365 licensing. Operations is also busy upgrading PC's on our yearly replacement list. The new systems are being deployed with the Windows 10 operating system and have been received well by our staff.

The IT programming team is working on improving the installation and functionality of the Departments "legacy applications". The Incident Accident Reporting System (IRS), Water Rights, and Facilities Inventory applications have been updated and JJ Garlitos and Ken Grover are working on creating a browser based application to access the legacy Grant Project Inventory data.

Work continues on the Department's change management processes. Specifically, with the Registration Information System (RIS) we have a protocol in place to conduct testing of application enhancements and bug fixes. The registration staff have designated persons to perform testing and provide feedback to the programming staff via a process that includes full regression testing of the entire application. Our goal is to reduce impacts to business operations by adhering to a defined process.

The project to decommission WIFI service provided by Blue Mesh Networks is nearly complete. The last system at Priest Lake will be decommissioned after Labor Day weekend 2018. IT staff completed the installation of WiFi hotspots at Lake Cascade in the Ridgeview and Poison Creek campgrounds.

NATURAL RESOURCE MANAGEMENT PROGRAM QUARTERLY REPORT APRIL – MAY – JUNE 2018

NATURAL RESOURCE MANAGEMENT PROGRAM – KEITH JONES

Mission

Help protect and enhance the natural resources of Idaho State Parks.

Goals

- 1. Assist parks with forest and/or land management activities that promote resource health and safety, while meeting the objectives of the park.
- 2. Assist parks with weed control efforts.
- 3. Help parks with wildfire hazard mitigation.
- 4. Develop a working network with natural resource professionals, partner agencies, and organizations that will benefit IDPR.

Timber/Forest Management:

- Finalizing the Landscape Scale Restoration and Western States Fire grant proposals with IDL to be submitted in September. If successful, the two grants would award IDPR \$600,000; and together would focus on creating a "Fire Adapted Parks" program that implements protocol and procedure to assess and prioritize individual Park wild-fire preparedness, facility safety, and fire adapted Park natural resources. It would also help fund field assessments of Parks, facility wildfire preparedness upgrades, modifications to promote fire resistance, Hazard Fuels Reduction projects, and educational components.
- Conducted hazard tree assessments and tree removals at Winchester, Hells Gate, Round Lake, and Heyburn.
- Completed a mile of demonstration vegetation treatment (for clearance, fuels reduction, and aesthetics) along the Trail of the Coeur d Alene's in preparation for future trail clearance through contracts.
- Completed road and trail improvements on the "West Farragut" timber sale at Farragut State Park. Slash piles will be burnt this fall and winter, and the site will be planted with Western White Pine and Larch next spring. This sale thinned 50 acres (300 MBF) of overstocked mixed forest to a more resilient pre-fire suppression density that favors a higher percentage of shade intolerant species. This is part of the Park's conservation thinning prescription. This sale also created a 13-acre opening where we will reestablish a white pine stand. The sale netted approximately \$70,000.
- The "Beavertail" sale at Farragut is on schedule to be sold at IDL auction this summer. The project will continue the efforts of IDPR and IDFG to restore 63 acres of the south side of the park to its Ponderosa-Pine-dominated past as outlined in the Park's Natural Resource Management Plan.

- Conducted more interviews with IDL to try to find a suitable senior forester to fill the shared position for Heyburn/McCroskey and IDL.
- Continuing collaboration with the Nez Perce Tribe and IDFG to identify project areas and to enter into a thinning and hazard fuel reduction project agreement for Winchester Lake State Park—similar to the one completed at Heyburn and continuing at McCroskey State Park. This work would be performed by the fire crew from the Tribe and funded by a grant secured by the Tribe at no cost to the Department.
- Hazard Fuel Reduction work being performed by the Coeur d`Alene Tribe is tentatively scheduled to continue in identified areas at McCroskey. This is a fantastic partnership that has allowed Heyburn and McCroskey to conduct the expensive work of maintaining stands and landscapes that have been restored in the past at no cost to IDPR. This work has a value of \$440,000.
- The McCroskey "Deep Creek" Timber sale is almost complete, with all units cut and all logs hauled. Slash piling is ongoing, piles will be burnt this fall/winter, water bars will be repaired and improved, and grass seed planted on exposed road slopes. This sale continued the objective of Ponderosa Pine habitat restoration and improved forest resilience in McCroskey State Park.
- This fall we will be working on setting up a small direct timber sale in Farragut that will remove trees from a future parking lot area, thin the brig road corridor to improve clearance and aesthetics while creating a shaded fuel break.
- Working on the Indian Creek Campground's Vegetation Management Plan for Priest Lake State Park, to be completed this fall.
- Continuing hazard fuel treatments at Harriman State Park this fall.

Noxious Weed Management / Restoration:

- Working with Lucky Peak staff to create alternative pondweed application for safe and effective treatments to the swimming area.
- Worked with multiple state, federal, and county agencies to conduct cooperative invasive weed spray days this spring.
- Working with Heyburn staff to identify sites to release bio-control agents for Canada thistle control.
- Attended recertification classes for certified pesticide applicators license.
- Represented IDPR as a committee member on the Idaho Weed Coordinating Committee (IWCC). The IWCC plans and coordinates noxious weed awareness and management strategies for Idaho and helps steer the states cooperative weed management areas.

NORTH REGION QUARTERLY REPORT APRIL – MAY - JUNE 2018

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
- Manage operations and opportunities to ensure quality experiences and resources 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
- 4. Meeting ever-increasing use and opportunity demands insuring quality experiences

NORTH REGION SERVICE CENTER – DAVID WHITE, NORTH REGION BUREAU CHIEF

- Participated in Executive Staff Meetings/Conference Calls; OPS Management Team Meeting in Boise; Board meeting in Boise; Jim Thomas' retirement bash.
- Coordinated the CdA Chamber's Natural Resource monthly meeting as the Chairman; TOC RAMP Government's Spring Meeting to discuss associated issues.
- Reviewed TOC park operations and several encroachments; Farragut Tree-to-Tree Idaho, Scott Group Area, and Gilmore Phase 2 projects;
- Hosted NR all staff meeting and provided First Aid/CPR training and Workplace Expectations Training.
- Attended and participated in the Idaho Recreation and Parks Association Annual Conference in Moscow; the BLM RAC Advisory Committee Meeting as a State Agency – Natural Resource Manager representative to discuss USFS proposed fees; the Kootenai County Non-Motorized Travel Plan Stakeholder's Workshop representing IDPR users and assessing the plan to date.
- Provided an IDPR/North Region Parks and Recreation Opportunities and Responsibilities/Economic Impact Presentation to the CdA Rotary.
- Completed evaluations and addressed performance issues.
- Met with IDL staff to assess high use recreation areas along Priest River and discussed possible management tools.
- Assisted with Old Mission Ranger interviews; Development Bureau Construction Manager interviews; assisted with Dworshak Ranger interviews.
- Hosted the quarterly Board Meeting in Orofino coordinating a tour of Dworshak State Park and reservoir involving staff, the Corps of Engineers, and Clearwater County Sheriff's Office.
- Coordinated a call between park managers and the AG's office to discuss service and comfort pets/animals with respect to staff, housing and users.
- Gave a presentation to the annual Interpretation Training attendees at Dworshak.
- Participated as a judge in the CdA High School Senior Project presentations.
- Finalized Park Complexity Classification Policy for implementation.

- Developed the Temporary Permit Rule change documents and set up a public hearing as required.
- Conducted a radio interview on north Idaho state parks and fishing opportunities with Northwest Outdoors Radio.
- Worked with various CdA Chamber representatives in discussing and coordinating CoeurFest –
 A North Idaho Life Experience event they are planning for September and looking for natural
 resource agencies to be a part of.
- Helped coordinate an IRPA Brown Bag Lunch meeting at Farragut and tour of Tree to Tree Idaho that all got to experience it is way cool!

NR MAINTENANCE CREW

- Coeur d'Alene Parkway: unloaded new bench
- Farragut: Maintained Scott field road; delivered picnic tables to Scott field and helped put ADA
 tables together; delivered asphalt cutter; designed and cut plastic arrow signs; cut steel and
 welded gate arms for Scott/Peterson road; ordered steel for secondary gates; delivered the
 Trailcat to Scott field
- Hells Gate: cut "Drinking Water" signs
- Heyburn: Designed trail signs
- Old Mission: Delivered Parish house siding and Junior Ranger Program items
- Priest Lake: Picked up and delivered shed from Ziggy's; finished apartment remodel; helped Manager install gangway at Lionhead boat launch; picked up septic tank riser and delivered to park staff in Newport
- Round Lake: Cut 4 plastic signs; installed wood carvings on amphitheater deck
- Winchester: Delivered timbers for dock abutments; installed new yurt skin
- North Region Office/Shop: Various vehicle, equipment and facility repairs; Sprinklers were
 activated and backflow tested; attended NR meeting and CPR/First Aid training; filled out
 disposal form for R309 and sent to John Arnold; delivered Hells Gate dump truck to auction
 yard; inspected Nesbitt Property
- Various Parks: Delivered signs

NR OFFICE STAFF

- Assisted TOC Manager with invoicing and researching the Trail of the Coeur d'Alenes leases
- Kept website and internal calendars updated with park events and activities
- Trained new seasonal in front office and other duties
- Facilitated the Spring North Region Meeting
- Assisted in facilitating the April Trail Commission Meeting at the NRO
- Assisted in facilitating the Board tour of Dworshak State Park
- Assisted the new Boating Safety Officer with setting up his new office at the NRO
- Admin Assistant went to Old Mission to cover front desk and assist customers while they held their staff meeting/potluck

PRIEST LAKE STATE PARK – LONNIE JOHNSON, PARK MANAGER

<u>Issues Not Being Addressed</u>

1. Vehicles and equipment are becoming unsafe to drive and not feasible cost wise to repair, replacements are needed. We have received hand me downs from other parks just to keep operating, these are now failing. With better running park vehicles and equipment, we can continue to provide higher quality services. We need three trucks and five UTVs.

- 2. Not having good park housing for all permanent staff. Housing is not easy or cheap to find in or around the Priest Lake area. To keep good permanent employees, good housing needs to be made available.
- 3. Seasonal budget is too low for the park needs in keeping up with tasks and visitor services. We are unable to bring on seasonals more than one week before Memorial Day and must let them go shortly after Labor Day. We could accomplish many tasks to keep the park looking and running smoothly and safely with more staff to accomplish maintenance issues such as facilities and grounds maintenance. Currently, permanent staff must rush to get the park open for the season and closed before winter with minimal staffing. With extra money we could have staff on the ground preparing and shutting down. We could also complete items as stated under safer conditions. \$15,000 more is needed.
- 4. 24 Hour Credit Card Gas Sales at Pump went away at Indian Creek. Park recently setup to do sales in the store but this will still impact customers, sales, and the park. Still unsure about staffing impacts.

Customer Service

- All docks and dumpsters were out and ready for use before Memorial Day weekend
- Park programs from Re-Creation Unlimited started June 7
- Many new resale items were added in the park store
- All gravel roads at Indian Creek and Lionhead will be treated for dust abatement on July 14 Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	23	246
Interpretive Programming	23	382
Jr. Ranger Programming	10	85
School Programming	0	0
Special Events	1	5

Preservation of Natural, Cultural, and/or Historical Resources

- Many hazard trees dropped at Indian Creek
- The past two years of drought resulted in many Grand Fir trees starting to die. Staff is busy removing those trees

Staff Training

- All staff attended the volunteer, CPR/first aid training and region meeting in April
- Seasonal orientation was held in May
- We held the annual Emergency Services meeting on May 11 with 35 people in attendance
- May 31, we held a volunteer training at the park with Kathryn Hampton presenting a session
- Two members of the park staff attended the one-day chainsaw training on June 5

Park Manager's Narrative

- April temperatures reached 70+ degrees and the snow was almost all gone at Indian Creek, however, Lionhead was still snowed shut
- Work was completed in the new apartment above store, our new Ranger and his wife moved in on May 19
- We had a good Memorial Day weekend with full campgrounds and nice weather
- The end of May was highlighted by two septic tank issues. Both resolved by pumping them, installing one with a new pump and one breaking free a blocked line
- June had many storms, dumping inches of rain sending many campers home early from their vacation

ROUND LAKE STATE PARK - MARY MCGRAW, PARK MANAGER

Issues Not Being Addressed

- 1. Allocation of additional classified staffing or seasonal staffing dollars to improve our ability to effectively implement more projects, provide year-round office hours, increase retail/other revenue, and improve park efficiency and staff safety in winter.
- 2. Increase in the parks O&E budget to help offset increased fixed and maintenance costs resulting from aging equipment and infrastructure.
- 3. The replacement of our 1999 S-10 pickup. Most of the seasonal staff are unable to drive a manual transmission vehicle.

Customer Service

- Visitor center hours were reduced during the weekdays due to minimum staffing levels this year. We have only been able to hire half the staff members due to a lack of people applying for seasonal work.
- Park staff provided regular updates to phone and web services to keep customers informed of operational changes for the current season.
- No changes have been seen or brought forth with regards to customer expectations.
- Factors effecting customer service are our relatively low staffing rates and lack of a dedicated second Ranger or office specialist which would allow for regular visitor center hours all year. This would not only provide improved overall customer service ability, but also allow for year-round retail sales.

Park/Program Usage

- April's warmer temperatures caused the east end trail to flood. Most of the activities included fishing and hiking. We had campers almost every day in the park.
- The east end trail remained flooded throughout May. Park day use and camping increased.
- The campground was full every weekend in June. There were many people out in the lake fishing and paddling, bringing in their own boats as well renting ours.
- The shelter has been rented every weekend for school groups, family reunions, and special events.
- In June we have had newspaper articles in the CDA press as well as the Bonner Bee. The Manager and seasonal Ranger were guests on a local radio morning show which focused on an overview of Round Lake and its programs.

Program Services

- In April we had two weddings. These weddings were very small with less than 15 people attending
- The campground was full over the Memorial Day weekend
- School group programs began in May and continued through the first week of June
- Programs that we provided were: Jr. Ranger programs every Saturday, two evening programs
 were conducted, and a Survival Skills workshop was presented by a survival specialist from
 Fairchild Air Force Base. We started the weekly nature hikes every Monday, presented by a
 master naturalist.
- The SOLE nature camp was in the park for a week. We hosted the Idaho Conservation Corps (ICC) orientation for the youth corps. ICC also used the volunteer sites for overnight accommodations for the adult work crew, working in north Idaho.
- Special Events were the Stewardship Trail Celebration and the Hobie Kayak demos was sponsored by a local outdoor sport shop.
- Idaho Fish and Game hosted free fishing day at Round Lake.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	10	190
Interpretive Programming	4	94
Jr. Ranger Programming	6	102
School Programming	12	310
Special Events	4	100

Preservation of Natural, Cultural, and/or Historical Resources

- Discussions are ongoing regarding two ways to install defined living pads in each campsite in concert with vegetation management plan to protect the resource and enhance visitor camping experiences.
- Discussions with the Natural Resource Manager have moved forward to include removal of some of the large trees to make way for site re-alignments and replanting smaller trees in strategic locations.
- The Park Manager is working with the Natural Resource Manager to develop a plan to reduce and start to control the Canary Reed Grass that has invaded the east side of the park.

Staff Training

- The Manager and Ranger attended spring region meeting which included volunteer supervisor training and First Aid and CPR training. Attended respectful workplace training.
- The Manager attended a class by DEQ for the water distribution license continuing education.
- The Ranger and seasonal Ranger attended an IdaH20 Master Water Stewards class.
- The Ranger attended the Interp. training provided by IDPR.
- The Manager assisted in presenting at the IDPR Interp. training.
- The Ranger and Seasonal Ranger attended the Stihl training class at Heyburn State Park.

Strategic Plan Actions

- The well relocation project has been started with the water line installed from the new well location to the shop area. The Flow meter and switch arrived late in June, but the control panel is not ready to be installed yet. The final connection of the new well will be on hold until this fall.
- Discussions continue to work towards connecting the volunteer sites to the sewer system.

Park Manager's Narrative

- Manager met with the interpretative team in April.
- There is an area of timber at the shop that has been affected by the beetle killing lodgepole pine. We have been working to cut and turn the wood into campfire wood for the retail program.
- We have started rebuilding the day use bulletin boards to be installed this spring.
- Entrance sign was rebuilt and installed, and a new bulletin board was installed at the green restroom.
- Concession agreement was completed with the SOLE nature study group for the 2018 season.
- Northern Lights has cleared their right-of-way through the park along Dufort road.
- Manager met with IDL to plan a Celebration of the stewardship trail on June 2.
- The trailhead area was upgraded by placing a defined chipped trail to the Trapper's Trail.
- We hired two new local volunteers to help this summer.
- Idaho Conservation Corps used the volunteer sites while working on projects in north Idaho.
- Barrier log work in the campground is ongoing as the barrier logs are falling apart after 20 years. We are shuffling them around to fill needed holes and using some rocks in place of barrier logs.

FARRAGUT STATE PARK – RANDALL BUTT, PARK MANAGER

Issues Not Being Addressed

1. Simplification of fees for our customers. We can no longer respond to the question about *How much does it cost to camp*? without a 3-minute discussion of how they are to determine in- or out-of-state, presence of annual pass, senior rate, veteran rate, limited income rate, or—depending upon what season—the proper rate for campground services provided. At Farragut there are 56 different rates, and there is not a senior rate to contend with.

Customer Service

- Signage for public input on shoreline access was posted at the Visitor Center, Museum at the Brig, and along shoreline areas during the summer of 2017. Growth of the park's overnight accommodations along with dramatic growth of the local community and Department promotion of the park, has overwhelmed summer use of facilities along the shoreline designed for 1960's visitation. The process has now combined a review of those comments and merged them with professional review by staff and the Department Capitol Inventory Needs Listings. Potential actions will be made available for public review and comment in July of 2018. Included is the potential use of the one-out one-in method at day use facilities during peak summer visitation times.
- Sunrise had a temporary closure put on for the spring of 2018 to insure a construction window is available for the scheduled asphalt and irrigation work identified there. The shelters have been re-roofed, and the concrete work has been completed. During May, park staff took on the irrigation project to get it completed. That work was completed in June and groups started use on June 15. Additional dates are still closed for parking lot paving work that is left but expected in mid-July.
- Construction is underway on the second phase of Gilmore campground, roadways and sites are cleared, and road grading and living pad installation has started. The expectation is that paving will commence at some point in July. The campground will not be on the reservation system until 2019 to ensure that all systems are in operation and due to an unknown completion date.

Park/Program Usage

• All facilities are now open for the season.

Group Use	No. of Groups	No. of Attendees
Farragut Junior Ranger Station	NA	1,092
Museum at the Brig	NA	4,189
Group camping or day use events	38	4,210

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	0
Interpretive Programming	13	519
Jr. Ranger Programming	6	169
School Programming	10	668
Special Events	0	

Preservation of Natural, Cultural, and/or Historical Resources

• Beetle outbreaks of both western pine and ips are causing concerns for the resource within the park and a re-evaluation of future resource work. As areas can be stressed following resource actions, staff are evaluating if a postponement of resource work is prudent with actions being focused on addressing the salvage and work in areas that will be impacted by the beetle outbreak. This is of primary concern with the shoreline ponderosa pine prescription and the

- potential of losing the remaining trees following any resource action on the Department's part. That project is planned for the fall of 2018 and is scheduled to be done in conjunction with IDFG as they do a similar prescription on their ownership in the area. This impacts an area of over two miles of shoreline from the Viewpoint east to Beaver Bay Beach.
- Soil erosion along the peninsula at Beaver Bay Beach in Farragut is being addressed and permitting for a riprap project has been completed. Identifying a funding source for the estimated \$18,000 project remains.
- Insect spraying is now occurring regularly for Whitetail restroom, Locust Grove restroom and the visitor center as Velvety Tree Ants have infested and are impacting the internal framing. There is also a quarterly preventative bed bug spraying of the cabins.
- Resource work is complete on a project along the western boundary of the park. The project was for stewardship thinning of the area removing smaller trees to help restore historic stand conditions. One area is a small clear cut where over mature locust grove trees were removed and white pine will be replanted.

Staff Training

- This quarter the Assistant Manager attended eight days of CPM classes
- Dennis Woolford attended a day class for water system certification
- Two Rangers and six seasonal staff members attended a chainsaw training class held at Heyburn State Park

Strategic Plan Actions

- The park is working with Tree 2 Tree Idaho, the park's new concessionaire opened for weekends on May 19, 2018. Growth in use is slowly being seen at the site. Work is being done on in-park advertising and the park brochure will be updated in early July to include Tree 2 Tree Idaho and local advertisements.
- Scott Group Area construction continues. The conversion of Scott Field to Scott Group Area will provide for a multi-use site accommodating groups for overnight and day use events. Construction was expected to be completed in August but continued into June by the contractor as their progress had been extremely slow. Their slow completion left the park with many features to complete prior to public use. Staff worked around the contractor to complete aspects of the project that were not able to be funded within the project budget. That included establishment of the irrigated turf area, additional road work, amenities of group fire ring, and group cooking grill. Efforts will be made by park staff to add a volleyball court and provide a tent camping area. Parking lot paving is expected in July tied with Gilmore campground work.
- Sunrise Group shelters and area enhancements were active in June with completion of the replacement of the main feed lines for the irrigation system. In April of 2018 the main water line was replaced. Future work is planned to repair asphalt areas and add ADA parking sites. Sunrise is a popular summer event area and provides for the hosting of many events (weddings, reunions, meetings) during the summer. Paving is tied with work at Gilmore and expected in July.
- Planning is complete on a conceptual design for a central entrance for the park and moving of the visitor center to be in the Brig building. The benefits of having a central entrance allows for controlled access to the park during summer months and allows Rangers to concentrate on customer service and projects rather than fee compliance. Additionally, having the visitor center located in the Brig building allows for the museum to be open year-round, which is expected to result in the current museum attendance increasing from 25,000 to over 75,000 per year. During late 2018 staff will begin minor projects associated with the central entrance plan to begin the process of establishing trails and amenities based upon that visitor center placement.
- The park is working with the Farragut Disc Golf Club to install a fifth course in the Bennion oval called Cutthroat. This course would provide all options needed for professional

- tournament play at one location. The first nine holes are now set and open for play. Course completion is expected in summer of 2018.
- Staff continue to work on enhancements to the Discovery Wing and Junior Ranger Station of the museum. The Farragut Junior Ranger Station opened in May for programs and saw continued growth and success in June. Making the Farragut Junior Ranger Station even more appealing was identifying the needs of different aged children and introducing for the younger kids a "Tiny Ranger" and "Mini Ranger" with special activities for their ages.

Park Manager's Narrative

• Retail funding needs to be addressed. A supplemental allocation of \$8,000 was added to the FY 18 budget to accommodate sales that have increased, as well as the increase of the purchase price of retail items. While this allocation increase is welcome, it is short of funding the sales that the park can make. Conservatively we could sell another \$7,000 worth of retail purchases, resulting in additional revenue annually to the Department, but without the full \$15,000 increase in spending authority that revenue will not be realized.

COEUR D'ALENE LAKE PARKWAY – RANDALL BUTT, PARK MANAGER

<u>Issues Not Being Addressed</u>

1. Stabilization of four shoreline failures along the Cd'A Lake Parkway that are soon to result in loss of trail sections or amenities. One of these areas is now resulting in loss of trail asphalt edge at Silver Beach (now City responsibility), and one is the loss of shoreline benches at Beacon Point.

Customer Service

• All trail sections and facilities are open.

Park/Program Usage

• Normal use patterns are observed.

Group Use	No. of Groups	No. of Attendees		
Group camping or day use events	8	3,608		

Preservation of Natural, Cultural, and/or Historical Resources

- Severe erosion points along the Parkway have been threatening the paved trail, and one shoreline bench placement. One area by Silverbeach (City of Coeur d'Alene) has now eroded to the point where asphalt has broken down and is encroaching farther into the trail surface. At Beacon Point one bench now has erosion up to the front of the concrete base. A section west of the boat launch continues to erode closer to the trail and is now impacting the safety cable posts, and a one-thousand-foot-long section is creating hazardous conditions at the Osprey Trailhead site.
- Tree limb thinning on the Cd'A Lake Parkway, done specifically to promote bald eagle use of Higgens Point, has shown good success with additional trees being used by the migrating birds during the daytime hours. Previously used trees were snags that have fallen or are close to failure. Additional trees are planned to be thinned as part of the project in 2018.
- The Cd'A Lake Parkway continues noxious weed control measures, focusing on IDPR ownership at Higgens Point.

Strategic Plan Actions

• The Parkway and Farragut were assessed by park staff to best address the customer needs of both areas and utilize staffing and budget of the two parks to provide the best services possible. Two Ranger positions are now shared between the two areas. The Manager position provides basic compliance and servicing of the Parkway on their shifts. A contract for restroom cleaning

during the summer months is used, with two Parkway seasonal positions converted to one parttime Seasonal Ranger position, and the remaining seasonal funds utilized at Farragut. Larger projects are coordinated to utilize staff from Farragut. Equipment is moved between the sites for best utilization and avoid duplication.

Park Manager's Narrative

• Staff are pursuing an active deferred maintenance list now that staffing has been bolstered with the replacing of the Ranger position at Farragut. This will be focused on safety issues such as eroded pedestrian paths on Higgens Point, as well as addressing maintenance of facilities to reduce future repair costs.

COEUR D'ALENE OLD MISSION STATE PARK – KATHLEEN DURFEE, PARK MANAGER

Issues Not Being Addressed

- 1. Lack of adequate parking for visitors, tour buses, school buses, and special events. Park has ten designated parking spots, three of which are handicapped. There is no bus parking for tour or school groups, RVs, vehicles towing, or larger trucks. There is no safe turn around area for buses, RVs, large vehicles or those towing. Lower parking area and upper parking areas need to be redesigned to accommodate park needs.
- 2. Increasing costs for utilities, historic building preservation and maintenance, fire suppression inspections, vehicles, and maintenance costs for Sacred Encounters Exhibit. Park O&E increases not keeping up with increased costs. Additional monies would be used to maintain systems, provide for annual inspection costs, complete needed preservation on historic buildings, and general maintenance of the Sacred Encounters Exhibit. The park is spending more and more for vehicle and equipment maintenance. Without additional funding, park facilities will deteriorate.
- 3. Lack of staff, staff housing, volunteer sites, shop, and security for site. Need to restore the lost ranger position shared 50/50 with the trail and add an administrative assistant. These positions would allow the interpretive program to grow, the park to better serve its visitors and provide additional educational and experiential opportunities and allow needed maintenance to be completed on the historic buildings and grounds. With the low wages and no housing on site, it is difficult to recruit and retain permanent and seasonal staff. There are also no volunteer sites at the park, but there is interest in volunteering and we must turn them away. With no housing and staff presence on site, there is no security for the historic buildings or the ten million-dollar Sacred Encounters Exhibit. There is a house available on the adjacent Tribe lands and the Tribe would like to see IDPR place someone in the house, but repairs are needed since the house has been empty for four years, and funding is not available. The park does not have an adequate shop that allows for the maintenance of or storage of vehicles, or work space for projects.
- 4. Security for site. Since there is no housing on site, there is no security on site for the historic buildings or the ten million-dollar Sacred Encounters Exhibit. There is a house available on the adjacent Tribe lands and the Tribe would like to see IDPR place someone in the house, but repairs are needed since the house has been empty for four years, and funding has not been made available. Repair cost estimates are near \$50,000. Interior and exterior security cameras are needed for the historic buildings, and exterior security cameras are needed for the visitor center.

Customer Service

- Park saw an increase in visitation for April. Entrance station open part-time. Spring school field trips began.
- May increase in visitation attributed to numerous school groups.

- Lower parking area opened and used for school bus parking. Park had eight busses at one time.
- Mower inoperable for two weeks. Park using TOC mower.

Park/Program Usage

- Park hosted an annual Easter Sunrise Service, several tours, school groups, a Mass, and wedding. Some larger schools split up the day with two busses in the morning and two busses in the afternoon.
- Park booked several tour groups for the upcoming year
- More kids are participating in and completing the Jr. Ranger program. Staff created a park specific program after running out of the printed guides.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	1 - Mass	120
Interpretive Programming	14 – Tours	332
	661 – House of Great Spirit	4200
	494 – Sacred Encounters	3663
Jr. Ranger Programming	476 – Self-guided	476
	3 – Guided	161
School Programming	51	2946
Special Events	1 – Wedding	50
	1 – Easter Sunrise Service	150

Preservation of Natural, Cultural, and/or Historical Resources

- Manager met with North Region Engineering Tech and potential contractors regarding the needed repairs to the Parish House. Manager met with THPO regarding proposed repairs. New rain gutters installed on Parish House gutters typical of the time-period of construction, consulted with Fred Walters and SHPO.
- Manager met with development bureau and potential contractors regarding the bids for new HVAC system for the museum; bureau about Mission interior lighting project; and backup generators for Mission and Visitor center. Cemetery historic headstones cleaned of moss and other debris. Downed trees in cemetery removed.
- Needed repairs to Parish House started by Ginno Contractors. Manager and THPO discussed
 the use of raised gardening beds for demonstration purposes to represent historic gardens of the
 Tribe and Jesuits.

Staff Training

- On the job training of seasonal staff by manager for correct way and techniques to clean historic cemetery headstones.
- On the job training of new Park Ranger.

Strategic Plan Actions

• Staff is creating unique park related resale items for park retail program.

Park Manager's Narrative

- In April the Park Ranger left and began new duties in Boating Education. Issues with new HOBO data loggers for museum; IT resolved case by case, but issues continue.
- Manager participated via phone for two-day Interp Team meeting at Boise.
- Staff working to create educational activities associated with the Sacred Encounters Exhibit to use with school visitors.
- Manager responded to after-hours security alarm calls.
- Manager met with EPA and CdA Tribe concerning soil remediation remedies for park.
- Park held seasonal orientation with new staff.
- Mission model case still in progress. The case for Capote was completed and item installed in exhibit area.

- Minimal flooding to boat launch.
- Park Ranger interviews were held, and a candidate selected. Tribe THPO participated on interview panel.
- AV equipment for Sacred Encounters exhibit is in constant operation and is showing signs of wearing out.
- Manager met with Shoshone County commissioner Jay Huber and Shoshone County Public Works Director Frosty Greensfield about the Cataldo Boat Launch and future projects to improve, and to minimize exposure to human health risks.
- Boat launch used as staging area for search of missing person on the CdA River.
- Stolen hooks replaced at life jacket loaner station and life jackets installed.
- Manager participated in conference call regarding Service and Comfort Animals.
- New Park Ranger started duties June 25.
- Staff preparing for Historic Skills Fair in July.
- Working with Tribe to come up with an adequate entrance gate design. Many vehicles and visitors are at the park after closing hours.

TRAIL OF THE COEUR D'ALENES - KATHLEEN DURFEE, PARK MANAGER

Issues Not Being Addressed

- 1. Unknown park boundaries and property lines. It is difficult to manage a park with unknown boundaries and property lines, particularly with the numerous leases, permits, and construction activities associated with the trail and within the ROW.
- 2. Lack of staff to complete maintenance and associated administrative duties. The lost ranger position that was shared 50/50 with Old Mission needs to be restored, and a seasonal position added. There are too many leases, agreements, and permits for one person to oversee. Additional staff would allow for better service to the trail users and permittees. Maintenance along the aging trail barrier increases each year in the number of tree roots and noxious weeds in the ROW. The numerous acres of mowing, trimming, and trail cleaning along and within the 57-mile corridor is daunting for one FTE and two 5-month seasonals. Five months does not cover the main season of use on the trail nor does it allow for additional help in the winter for plowing trailheads and shoveling pathways and access to restrooms. Low wages and no housing on site makes it difficult to recruit and retain permanent and seasonal staff. There are no volunteer sites at the park, but there is interest in volunteering and we must turn them away.
- 3. Lack of access controls and unauthorized motorized vehicle use on the trail and in the right-of-way (ROW). ATV, motorcycles, and full-size vehicles continue to encroach on the trail and cause damage to the ROW and create unsafe conditions for walkers and bikers.
- 4. Unreliable traffic counters and lack of adequate counters. Aging traffic counters are not reliable, and the trail lacks an adequate number of counters.

Customer Service

• Warmer weather in April opened the trail between Wallace and Plummer. Still had patches of snow near Mullan but the trail was passable. Trail cleared of debris and downed trees. Sweeper on the trail to help clear debris along with the blower. Minimal flooding occurred along sections next to the Coeur d'Alene River. Many people on the trail enjoying spring weather and above normal temperatures. Numerous inquiries via email and phone regarding trail conditions, sections open, other power-driven mobility permits, and adjacent trail amenities. Manager responded to inquiries regarding proposed encroachments, and met with adjacent landowners regarding their proposal

• Staff focused on maintenance, and oversight of construction project within the ROW at Kellogg. Complete trail is open. Entire length of 57.1 miles of trail sprayed one foot on each side to combat tree roots and noxious weeds. Mowing and trimming of grassy areas, and trailheads. Cleaning trailheads after winter and windstorms.

Park/Program Usage

- Wallace 6613
- Harrison 6426
- Enaville 7353
- Kellogg 5009
- Continued issues with traffic counters not working properly
- Working through Small Concession Permit Applications and Group Use Permits for coming season.
- Numerous groups and concessions on the trail: Bicycle Adventures, NW Discoveries, and the Spokane Bike Club

Program Services

- Experiential Leadsman, Wild West Triathlon; Bike-n-Bird, Bike Rodeo
- Special Events ALS Ride, Ride the Wall

Program Type	No. of Programs	No. of Attendees
Experiential Programming	4	321
Interpretive Programming	0	0
Jr. Ranger Programming	0	0
School Programming	0	0
Special Events	2	316

Preservation of Natural, Cultural, and/or Historical Resources

- Manager inspected the trail with DEG and PHD to look at access areas and other problem issues.
- Staff continues to monitor City of Kellogg sewer project in trail right-of-way and attend weekly
 construction meetings. Manager working with IDFG for encroachments near Black Rock,
 Black Lake, and Gene Day Pond, and City of Kellogg for the addition of Phase 3 sewer line
 installation that affects the trail. Natural Resource Manager on site with chipper to help with
 debris clearance and downed trees.

Staff Training

- Ranger completed ICP training.
- OJT Vegetative management with Natural Resource Manager and park staff. Several miles of park right of way thinned and trimmed.

Strategic Plan Actions

- Staff planned two experiential programs for summer. Bike Rodeo June 2 / Bike and Bird June 3. Working to create partnerships and plan events.
- Working with concessionaires to increase number of bike tours offered.

Park Manager's Narrative

- Staff continues to work with adjacent landowner for crossing license and special use permit near Dudley. North Region Manager and Natural Resource Specialist on site to review and mark boundaries of use.
- Working with contractor, IDL, DEQ, PHD, regarding Harrison RV Campground Upgrade.
- Staff continues to monitor Kellogg City Sewer Project and attend meetings. Working with contractors and city for the next phase permitting. Work began for the season.
- Monthly trail inspections with ARCADIS completed
- Manager attended and participated in semi-annual Trail Commission Meeting.

- Manager issued OPDMD permits and fielded questions concerning use of e-bikes on the trail.
- Manager met with DEQ and PHD to review potential work areas along the trail.
- Manager attended Lower Basin Rec Site Cleanup meeting in Cd'A with PHD, DEQ, FS, IDFA, BLM.
- Manager, Region Manager, Engineer Tech and Ranger reviewed ROW in Smelterville and documented encroachments.
- Manager participated in conference call regarding Service and Comfort Animals.
- Article about trail published in Rails to Trail Magazine.
- Body found in Cd'A River next to trail. Missing person from Elizabeth Park. Another person believed to be in the river missing from Smelterville. Trail user reported first body.
- Manager followed up with ITD regarding crossing violations by ITD contractor at Golconda.
- Staff starting to see a high increase of the number of illegal campers in the ROW.
- Gene Day Family Fishing Pond nears completion with the finalization of the pond dredging. Parking area and paths are the final parts to be completed.
- Manager discussed the removal of jersey barriers in Kellogg with the City of Kellogg and the
 need to stop the unauthorized motorized use. Manager sent emails and left phone messages for
 the business using the trail ROW but no return emails or phone calls were received. AG Strack
 working on a legal letter.
- Completed crossing license and lease permit
- GUP Permit issued to City of Kellogg for 4th of July kid parade due to street closure for sewer work
- Manager attended Bi-Annual RAMP meeting

HEYBURN STATE PARK – RON HISE, PARK MANAGER

Issues Not Being Addressed

1. We haven't heard anything on the progress of constructing a new camper cabin that has been planned for the last few years. The loss of the Chatcolet cottage has put us in a bind.

Customer Service

- Benewah campground opened in April while construction continued at the Hawley's Landing restroom building.
- A few seasonal and volunteer staff worked to help with the spring start up.
- All seasonal and volunteer staff are hired and the visitor center is up and running seven days per week with extended hours on the weekends.
- Hawley's Landing campground opened the week before the Memorial Day Holiday.
- Staff continued to keep facilities maintained, repair docks, clear trails, and collect fees.

Park/Program Usage

- April was cooler with more rain than normal. Benewah campground was busy on weekends. Trail use and boating steadily increased.
- May weather was good and day use, trail use, fishing and camping picked up. Holiday use was heavy, and we did not experience any significant or serious problems.
- Visitation in June showed a large increase according to our traffic counter readings.

Program Services

- Our camp host at Chatcolet provided interpretive and Jr. Ranger programs during the holiday weekend.
- Our Re-Creation Unlimited volunteers arrived on June 14 and began interpretive programming on June 18.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	10	61
Interpretive Programming	17	250
Jr. Ranger Programming	32	235
School Programming	0	0
Special Events	0	0

Preservation of Natural, Cultural, and/or Historical Resources

- The park manager met with IDL staff to tour past resource projects and plan for future work.
- The Coeur d'Alene Tribe continued with their forest fuels reduction project. The project is winding down and they should have all the thinning done this year.
- The announcement for our Resource Specialist position closed on May 19. Staff held interviews for the shared IDL/IDPR Resource Specialist position on June 29 and we hope to have a person in that position by August.

Staff Training

- The park manager attended annual wild land firefighting refresher and pack test hosted by IDL.
- Park staff attended volunteer management training and respectful work place training held in conjunction with the annual spring north region meeting.
- Permanent, seasonal, and volunteer staff attended the Stihl sponsored chainsaw and equipment training that was held here at the park for all north region staff on June 5.

Park Manager's Narrative

- The Manager attended the CDA Tribe's Lake Management board meeting; the Benewah County Local Emergency Planning Committee meeting in St. Maries; met with the Vice President of the Friends of Idaho State Parks and discussed the management and operations of Heyburn, McCroskey, and Mowry; met with Re-Creation Unlimited staff to discuss this summer's interpretive programming.
- The Panhandle Backcountry Horsemen volunteered for a couple of days to get our south side trail system cleared and open. It was a big job and they did a great job.
- The Manager and Office Specialist 2 participated in a region wide conference call relating to service animals and comfort animals in the parks.
- The Manager met with representatives of the Coeur d'Alene Tribe to discuss an underwater weed mowing project that is planned for later this summer. The Tribe has offered to mow the aquatic weeds in and around the marinas. Last year's weed growth was heavy and limited access to our marinas and boating facilities.
- The Manager participated in the final walk through for the electrical and building projects at Hawley's Landing campground.
- The application of dust control to park roads occurred on June 21.
- Work is scheduled to begin on the Highway 5 Pee Dee hill repair the week of July 11. The project is expected to last no more than 45 days.

MCCROSKEY STATE PARK - RON HISE, PARK MANAGER

Issues Not Being Addressed

1. We have not heard anything more regarding the process for disposal of the surplus lands.

Customer Service

• The Park's seasonal employee returned to work in April to get things cleaned, repaired, etc. for the upcoming season.

- Log truck traffic coming from IDL land increased on Skyline Drive and could cause some hazardous driving for visitors.
- The Manager devoted most of the holiday weekend to patrolling and talking with OHV users.
- June saw staff spending a good amount of time in the park maintaining facilities and contacting visitors.

Park/Program Usage

- Park roads were clear of snow by the end of April. Some campers were counted in the park.
- Weather was good, and people began camping in early May. Over the holiday weekend we had 69 camps with a total of 374 campers all spread out from one end of the park to the other. OHV use has increased, and so-far illegal use and additional resource damage has been minimal.
- Use dropped after Memorial Day, but we still saw a few campers and OHV users.

Preservation of Natural, Cultural, and/or Historical Resources

- The Deep Creek timber sale is wrapping up and should be completed by the middle of July.
- Interviews were held for the hiring of the new shared IDL/IDPR Resource Specialist with the hopes of having someone in the position by August.

Park Manager's Narrative

- The manager worked with IDPR Development staff on the proposed campground at Red Tail. Surveyor's arrived to survey the proposed campground area.
- Staff activated the Park water system. Required tests were submitted and the system is in good standing to operate this season.
- Skyline Drive was graded, and drainage problems fixed.
- Some minor illegal OHV use occurred at the west end of the park and staff improved signage and performed rehabilitation work.

HELLS GATE STATE PARK - CHARLIE CHASE, PARK MANAGER

Issues Not Being Addressed

- 1. Re-roof the barn and both residences.
- 2. Three maintenance vehicles need to be replaced. Two of these vehicles have well over 100,000 miles and the third has been wrecked.
- 3. Hells Gate needs two group camps. We have a constant need for group camps of 10 to 20 units.

Customer Service

All facilities are open for use. The Lewis and Clark Discovery Center is open seven days a
week, and the hours changed in May to 8:00 a.m. to 8:00 p.m. The Jack O'Connor Center is
now open seven days a week. The Hells Gate Marina Store, operated by Snake River
Adventures is open seven days a week. All the campgrounds are open and available for
reservations.

Park/Program Usage

- April showed a big increase in camping and cabin use. The camper cabins were occupied over 23% of the time. Camping was busiest on the weekends, with the nice weather. The full hookup sites were occupied over 69% of the time, while sites with water and electric were occupied nearly 28% of the time. Cottonwood Campground was occupied 10% of the available days.
- May showed an increase in camping and cabin use. The camper cabins were occupied over 36% of the time. Camping remains busy on the weekends. The weekend before Memorial Day was very active with only three non-hookup campsites available on Saturday. Memorial Day weekend we were full. The full hookup sites for the month were occupied nearly 79% of the

- time, while sites with water and electric were occupied over 56% of the time. Campsites in Cottonwood Campground were occupied over 41% of the available days.
- June showed an increase in camping and cabin use. The camper cabins were occupied over 55% of the time. Camping picked up during the week as well as being packed on the weekends. The full hookup sites for the month were occupied over 90% of the time, while sites with water and electric were occupied over 72% of the time. Campsites in Cottonwood Campground were occupied over 53% of the available days.

Program Services

• Special Events – U-Idaho Extension IDAH2O Master Water Stewards' workshop, Seaport River Run, Shoot Fire at Hells Gate Disc Golf Tournament, Nez Perce Soil and Water Conservation Service Environmental Awareness Days

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	0
Interpretive Programming	0	0
Jr. Ranger Programming	66	66
School Programming	0	0
Special Events	4	1,898

Preservation of Natural, Cultural, and/or Historical Resources

- Herbicide application began in earnest in April. The table and tent pads in the campground were treated with Glyphosate, as well as the beds around the Discovery Center and dump station. The multi-use path from the marina to the residence and part of the residence were treated with 2, 4-D and Banvel. The disc golf course was spot sprayed with 2, 4-D and Banvel to keep the scotch thistle at bay.
- Herbicide application continued in May with a second application of glyphosate to the Discovery Center islands, the dump station and most of the campground table pads. Broadleaf herbicide was applied along the multi-purpose path north of the marina to battle yellow star thistle, rush skeleton weed, scotch thistle and knapweed. The ATV training area edge was sprayed for all the nasty weeds that have started growing there.
- Ranger has been on a seek-and-destroy mission, finding as many old stumps in the park and reducing them to chips.
- June herbicide application continued with a third application of glyphosate to the Discovery
 Center islands, the dump station and most of the campground table pads. Broadleaf herbicide
 was applied to approximately 12 acres of difficult ground near the park entrance and the
 archery range by DeRuwe Corp.
- We have been trying to remove all the dead trees we can find and process the wood into re-sale firewood. One cord of wood processed into wood bundles can yield about \$640. Well worth the effort.

Staff Training

- Manager, Assistant Manager, Ranger and Office Specialist attended the North Region Spring Meeting.
- Assistant Manager attended CPM class for a total of 56 hours.
- Ranger and Manager attended an herbicide application training for a total of 12 hours each Strategic Plan Actions
 - Office Specialist toured two other gift shops in the area to gain new ideas into marketing products.

Park Manager's Narrative

• Volunteers were busy cleaning up the residence area and getting a supply of firewood laid in for the summer sales season.

- The 41st annual Seaport River Run had 1,031 participants on April 28. This will be the City of Lewiston's Lynn Welch's last run as the race manager. She has been organizing this race since 1985.
- The main sewer line from Cottonwood campground was plugged with roots. This required Roto-Rooter to come and jet clean the line. Unfortunately, they needed to come back the next Monday to redo the job, as they just pushed the root ball further down the line.
- Seasonal staff, volunteers and permanent employees were busy trying to get things cleaned, trimmed, and mowed before the super packed Memorial Day weekend. Overall the official 'First weekend of summer' went well, with no major problems to report.
- Three groups used the ATV training area during the month. Twenty-two participants received training.
- We have been enjoying a wetter than normal June, which helps keep the park looking greener and more attractive. The seasonal employees, volunteers, and park rangers have been mowing, weed-eating and spraying to keep up with the additional growth.
- The staff has been struggling to keep up with firewood demand and we are thankful to the Clearwater-Potlatch Timber Protective Association for falling dead trees and Dworshak State Park for letting us collect firewood up at Freeman Creek.
- We have received some bad news from the City of Lewiston. Our water and sewer rates will be increasing by 40% sometime in this next year. This is an increase that will affect the entire city of Lewiston to pay for a new sewer treatment plant.

<u>WINCHESTER LAKE STATE PARK – STEVE KUSKIE, ASSISTANT PARK MANAGER</u> Issues Not Being Addressed

- 1. The boat ramp and A-loop parking areas need to be paved. Handicap accessibility is very difficult in both areas due to gravel parking lots and crumbling overlays. Project is indicated on CIN list; \$130,000.
- 2. Interpretation: Limitations in staffing and budget prevent the park from optimizing its interpretation potential. We are continuing to offer programs facilitated through our interpretation partners but would like to do more. An increase in seasonal budget specifically for an interpretation seasonal would allow for this growth. \$7,000 for an additional five month seasonal at \$9.00/hr.
- 3. Trail enhancement: A significant portion of our Lakeshore trail is currently pit run. There has never been a top layer of ¾ minus to match the rest of Lakeshore trail. This makes for a very rough trail for both bikes and folks walking. We'd like to add this top layer to the remaining portion of the trail to produce a consistent trail surface for users. Estimated cost of 11 truckloads of ¾ minus is about \$2,000.

<u>Customer Service</u>

- Our summer interpretive schedule is coming together. Although the wolf center won't be open this summer, they are still committed to doing programs at the park with the few interns they will have.
- Camas loop's electrical upgrade to 50-amp service was completed the day before reservations began in May. It didn't leave a lot of clean up time nor did the wet weather help any. Some folks were less than pleased initially with how soft the spurs were but with a little help, we were able to get everyone situated. Overall, folks seemed quite happy with the upgrade.
- The camp store was as well stocked as it has ever been for Memorial Weekend. The store did very well, almost selling out of ice cream.

• We were able to replace the skin on our Ponderosa Yurt as well as install the two abutments needed for the two new "T" docks. The docks themselves will hopefully be installed sometime in August.

Park/Program Usage

- The yurts had an average of 21.5% usage for the April. Bitterroot loop opened near the end of April. Together with Appaloosa loop, we averaged 5.5% usage in the campground. The weather remained cold overall with a few days of nice sun.
- The yurts had an average of 37% usage for May. We averaged 28% usage in the campground with Bitterroot open all month and Camas loop open for business the Friday of Memorial Day weekend. The campgrounds were full for the holiday weekend including our bike-in only site. We saw five field days and a family reunion.
- In June, the yurts had an average of 76% usage. I'm not positive, but I'd venture to say that's the highest use we've ever had for the yurts in June. And they are reserved well into August. We averaged 55% usage in the campground with our mid-week stays ever increasing. Weekends have been consistently full throughout the month.

Program Services

- Special Events 1st Annual Spring Fishing Tournament.
- Interpretive program –We are in the swing of the WERC presenting each Wednesday and every other Friday/Saturday with us showing an Outdoor Idaho video on opposite weekend nights.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	0
Interpretive Programming	16	169
Jr. Ranger Programming	Self-Guided	234
School Programming	6	345
Special Events	1	110

Preservation of Natural, Cultural, and/or Historical Resources

- <u>Natural:</u> Our Natural Resource Manager has partnered with the Nez Perce tribe to help with a fuels reduction project in Winchester State Park. We've had the preliminary on-site meeting and will start formulating a plan. We will then propose the plan to Fish and Game and go from there.
 - We had a friend from IDL assess some of the timber in the park to determine what was killing them. A plan to remove them was carried out.
- <u>Cultural/Historical</u>: We would like to work with the departments Education Coordinator to develop a plan for new interpretive panels throughout the park. There are a number that need replaced and we'd like to add a couple more. With vandalism to one of the few panels in the park, we currently have only a couple still out.

Staff Training

- The Assistant Manager attended the spring north region meeting which included 1st aid/CPR, mental health 1st aid and volunteer management training.
- Our Ranger attended a four hour chainsaw maintenance course from Stihl.

Strategic Plan Actions

- Providing new experience-based programs We are going to try and incorporate a wider variety or programming this season. This will hopefully include both interpretive offerings as well as some experience-based programs. Details will be addressed as staff training progresses.
- Increasing revenue With the completion of the electrical upgrade from 30amp to 50amp in our Camas Loop, we hope to see an increase in visitation by those folks looking for that added amperage. It may also allow folks to be more comfortable for longer stays than usual. A goal

of this season will be to focus on Retail. There is a lot of room for revenue growth in our retail program.

Park Manager's Narrative

- The seasonal crew was hired, most started the first week in May. Our host positions are all filled with two of the three in the park in April.
- We hosted our first Spring Fishing Tournament, it was a great success. We will continue this next year with hopes of just a little warmer weather.
- We're excited to be working with the Nez Perce Tribe on a Fire Management plan. There is a lot of work needed to thin out some overgrown areas in and around the park. This will be a great partnership to reach those goals.
- The work on the electrical upgrade is almost completed. The contractor still has some finish work to do as the ground dries out.

DWORSHAK STATE PARK - NATHAN BLACKBURN, PARK MANAGER

Issues Not Being Addressed

- 1. Dworshak State Park needs the ¾ ranger position increased to a full-time ranger. This will improve safety for winter marina operations, improve employee recruitment and retention, and increase productivity on park maintenance and improvements.
- 2. Funding for ongoing replacements of vehicles and equipment needs addressed. Vehicle and equipment maintenance is making a significant impact on the park budget.
- 3. Simplification of fees for our customers is needed as Dworshak State Park has 36 different price points for camping. This makes accurate self-pay a near impossibility and staffing is too low to man the Entry Station in shoulder months.
- 4. Funding for development of a retail program needs addressed. Freeman Creek only has a small entry station making display of retail items difficult. Dworshak would like to purchase a vending machine for commonly forgotten camping items, develop storage shelving in the entry station, and purchase a variety of camping and snack items for sale.
- 5. Park seasonal funding needs significantly increased. With significant day use in a reservable lodge, 99 marina slips, and substantial boat and swimming use, combined with 104 campsites, four cabins, two group camps, and the Three Meadows Group Camp Facility, the park approaches 1000 overnight guests on busy weekends. This is substantially more than any other level 2 park and seasonal funding should reflect this.

Customer Service

- Dworshak State Park Freeman Creek Campground holds our largest single event every late April, the Clearwater Archer's 3D Tournament. We were able to fully activate the park and staff began reservations for 2018 successfully and saw close to a 90% occupancy. Reservoir levels were at the lowest point in a decade, causing the Freeman Creek Boat Launch to remain closed throughout the month and significantly effecting park use as typically fishermen are the majority of users in April.
- We decided to move several customers with boats that could be accommodated in the smaller, central slips. This has allowed us to rent marina slips to customers on the waiting list, some of whom have been waiting for several years for slips. Surprisingly complaints from those moved has been minimal.
- May saw rapid reservoir rise and the beginning of the full camping season. Staffing levels were somewhat low, causing the marina store and fueling station to only be open on weekends and only sporadic staffing of the entry station on weekdays. Several Dworshak employees are employees or students at Orofino High School, so until school is out this is a problem. Regardless, the park was able to fulfill most customers' needs during peak use times.

• June presented much busier than usual as a result of early reservoir rise to full pool. This combined with excellent fishing saw park occupancy reach half-full on weekdays and full on weekends by the second week of June, about two weeks earlier than usual peak season begins for the park. Staffing was stretched as a result of this high occupancy, challenges due to local schools still being in session until the second week of June, and also lacking the ¾ Ranger position. This caused the Entry Station and the Marina Store to not be fully staffed until the second week of June. Despite those challenges park facilities were maintained at our usual high standards. Grounds have proved difficult to keep up with however, primarily due to frequent rains and mower breakdowns.

Park/Program Usage

- Park usage was minimal in April, with the exception, of the archery tournament, where all RV
 and group facilities were rented for the weekend.
- May showed substantial park usage of all facilities. The state interpretation training was held at Three Meadows in addition to three different private events. The Big Eddy Lodge was used for two different weddings and hosted the annual Clearwater County boaters' safety course. Memorial Day weekend saw the park at full capacity, resulting in up towards 1,000 overnight guests, making Dworshak State Park the second largest concentration of people in the county next to the city of Orofino.
- Dworshak's June park usage was substantial in all facilities. Big Eddy lodge had 1 wedding and 1 private party. Aspen Group Camp was rented 3/5 weekends and Blackberry was rented 4/5 weekends. Three Meadows was occupied every weekend. All of Osprey was rented as well as the Sun Shelter, all cabins, and ten Kokanee sites for a large group camp. In addition, almost all campsites were occupied every weekend and about half during weekdays. This gives Dworshak State Park occupancy that more closely resembles that of level 3 parks (between group camps and all campsites approaching 1000 overnight guests plus substantial day use via marina and boat launch access) when it is only staffed as a level 2 park with no group camps.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	3	30
Interpretive Programming	0	0
Jr. Ranger Programming	5	43
School Programming	0	0
Special Events	1	255

Preservation of Natural, Cultural, and/or Historical Resources

• Several items have been identified for natural resource management. The park needs to develop a preventative bed bug program for cabins, a weed management plan, and woody plants removal from sewage lagoons at the request of the USACE plan. Natural Resource Program Manager has approached Park Manager for the establishment of a fire break for the properties uphill of the park.

Staff Training

- Manager and Ranger attended the North Region meeting, at which Mental Health First Aid was taught for eight hours.
- Manager and Maintenance Craftsman attended a public water operator training for eight hours.
- Dworshak State Park hosted the state interpretive training, with two staff members attending for the full 40 hours of courses.
- Dworshak also hosted Boaters' Safety training with 4 employees attending the 6-hour course.
- Two employees attend the chainsaw maintenance course at Heyburn State Park, a 6-hour course.

Strategic Plan Actions

- Exploration of methods to attract a new user group has resulted in the decision to abandon the 3D archery course, maintain the archery range and add an 18-hole disc golf course. DPR Operations Administrator has allocated \$2,000 towards purchase of disc golf baskets. These improvements will help to fulfill Objective 1.1 to provide different and unique outdoor experiences.
- Park Manager is working with Natural Resource Program Manager to establish fire breaks to the neighboring property, helping to meet Performance Measure 3.1.2 to improve fire safety within our parks.
- Expansion of the retail program at the Big Eddy Marina store and the Freeman Creek campground will help to meet Performance Measure 3.2.1, to continue to seek additional revenue.

Park Manager's Narrative

- April started with our Ranger leaving for Hells Gate State Park at the beginning of the month and preparations for the opening of the park for the April 20th archery tournament became the main focus. Head Quarters employee came and volunteered at Three Meadows Group Camp helping to clean and prepare the facility for the 2018 camping season. Reservation staff from HQ came to install Store Manager on one terminal at Freeman Creek and to trouble shoot additional issues with RA systems. The Army Corps of Engineers did their annual safety inspection and were pleasantly surprised at the significant progress made in the park rectifying problems which had been identified for years. Finally, the park brought on several new employees and the process of training began.
- May was an extremely busy month at Dworshak State Park, both in terms of customer use and in terms of agency event hosting. The park held the full week interpretation course, requiring significant effort in preparation on the part of park staff. The following week the Idaho Department of Parks and Recreation board and representatives from the legislature and governor's office toured the park, also requiring a major push on the part of park staff to prepare. This was then followed by Memorial Day weekend with full park occupancy and two interpretation programs. While hosting these events, the park also saw completion of the Three Meadows Facilities Upgrade development project, substantial work (largely done by park staff) on the Three Meadows Host Site development project, and the Water Treatment DEQ deficiency addressed. This was all done while short .75 of the parks 2.5 FTE positions. I am exceptionally proud of the efforts made by park staff to make all of this happen and look forward to a summer where this outstanding and capable team makes the experiences of those visiting the park remarkable.
- Dworshak State Park experienced a very busy June. High early reservoir levels saw occupancy at higher than normal rates for the time of year, partially while much of staff was still in school or working their other jobs at the local schools. This combined with equipment malfunctions led to challenges with customer service and grounds maintenance. Interviews for the ³/₄ classified ranger position were held and our new employee has been doing an outstanding job. The park struggled with the water system, with the Level II operator having had open heart surgery and the new chlorine analyzer not fully installed the park struggled using the pumps in manual mode to supply safe water to customers. Despite all of these challenges the park staff came together as a unit and shaped into a well-functioning team for the big 4th of July holiday.

OPERATIONS DIVISION QUARTERLY REPORT APRIL – MAY – JUNE 2018

OPERATIONS DIVISION: KEITH HOBBS, ADMINISTRATOR

MISSION

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

GOALS

- 1. To provide leadership and direction for the ongoing daily operations of Idaho State Parks and the IDPR Recreation Bureau.
- 2. To leverage existing resources to provide staff with the necessary tools to accomplish the mission of the Idaho Department of Parks and Recreation.

Administrator's Report

- Worked with the Management Services Administrator to evaluate and refine a proposal from Concession Hospitality Management (CHM) services to assist in the development of a Request for Interest (RFI). The RFI will be used to test potential interest in the creation of a public/private partnership for the development of a lodge, or similar facility, at the Kokanee Cove site of Ponderosa State Park. An agreement was reached between CHM and IDPR for the document's development, with an anticipated release date in late summer. Began work on the Advanced Information Request by CHM necessary to establish the existing lodging market in the McCall area and develop projected usage estimates for a facility within Ponderosa State Park.
- Attended and provided instruction at the IDPR Annual Interpretive Training held at Dworshak State Park. The training provided was to assist park staff in the development and presentation of public presentations.
- Continued to work with the IDPR Experience/Education Coordinator, the IDPR
 Communications Officer and Kempthorne family members to finalize plans to recognize
 the support to Idaho State Parks of former Governor Dirk Kempthorne. This recognition
 ceremony will be demonstrated at Ponderosa State Park with signage at the Park's Visitor
 Center and a dedication on August 4, 2018, at the park.
- Attended the IDPR Board Meeting held in Orofino, Idaho.
- Travelled to Round Lake State Park to attend the dedication of new educational signage
 installed on the Stewardship Trail. The Stewardship Trail is a partnership managed trail
 running across IDPR and IDOL properties. Funding received from the Equinox Foundation
 allowed replacement and upgrades to interpretive signage which describes the active
 forestry management practices utilized on the acreage.

- Continued working on moving three proposed IDAPA Rule changes through the administrative process to allow eventual review by legislative committees. It is anticipated that the Rule changes will be presented in hearings during the 2019 legislative session and these IDAPA Rule changes will occur on July 1 of that same year.
- Met with legislative representatives to discuss changes at Bear Lake State Park which have impacts to the Tri-County Snowmobile Program. IDPR has committed the necessary resources to assist the county(ies) become less dependent upon Bear Lake State Park staff to assist in the operation of the snowmobile program. Traditionally, park staff has provided significant assistance to the program during the winter months. However, over the years, increased facility and usage at Bear Lake has made the park's continued involvement in the program problematic and inconsistent with the level of involvement of IDPR staff with other county programs.
- Completed the last remaining performance evaluation for direct reports.
- Worked with the Region Bureau Chiefs and the IDPR Fiscal Officer to finalize the FY20 budget request, addressing capitol maintenance and vehicle replacement.
- Represented IDPR at the Capital for a Day, held at Declo, Idaho.
 - Worked with Region Bureau Chiefs and the Management Services Administrator to
 complete two policies remaining to be finalized. One policy provides guidance to parks
 for the rental of watercraft within Idaho State Parks and another establishes metrics to
 be used to determine the management complexity of a park. The latter will be used as
 an aide in ensuring appropriate allocation of staffing resources to parks.
- Coordinated meetings between Bruneau Dunes State Park and Bureau of Land
 Management staff to discuss management techniques available to park staff to minimize
 fire danger to the park. An on-site meeting yielded several suggestions which could be
 employed to better protect park resources. Funding for the more significant suggestions,
 such as a fire break around the park boundary is currently being sought.
- Worked with park managers to ensure park Annual Reports were completed in a timely manner to allow the availability to IDPR staff by the May Board meeting.
- Worked with the IDPR Fiscal Officer and Region Bureau Chiefs to establish park operating and seasonal allocations for FY19, which begins on July 1st. Because of the requested and approved enhancements in the FY19 budget, the parks received an additional \$175,000 to increase seasonal staffing and an additional \$230,000 in operating allocation to keep up with rising maintenance cost.
- Worked with the IDPR Recreation Bureau to procure a replacement snow groomer for Harriman State Park. This groomer is in the cycle for replacement and would typically be used as trade-in. A small allocation for a groomer replacement at Harriman will provide the trade-in value of the groomer, in exchange for possession.

- Worked with the IDPR Communications Officer to complete the final review of park maps to be used in the new park brochures.
- Worked with the Experience/Education Program Coordinator to establish a strategy to develop resource inventories for each Idaho State Park. These inventories are important for the development of park interpretive plans and to guide future park development.
- Had initial discussion with the Idaho Conservation Corps to determine scheduling needs for crews to assist with the maintenance of non-motorized trails in Central Idaho. Grant funding from the Recreation Trail Program was secured by IDPR. This funding will allow the use of ICC and other crews to tackle several projects within the state.

RECREATION RESOURCES BUREAU QUARTERLY REPORTS APRIL – MAY – JUNE 2018

RECREATION RESOURCES BUREAU, DAVID CLAYCOMB, BUREAU CHIEF

BOATING PROGRAM, DAVID DAHMS, PROGRAM MANAGER

The following is a list of activities that have been recently completed by the Boating Program:

- * The Program won several awards for boat safety initiatives at the International Boating and Water Safety Summit including first place for the Invest in Life billboard/poster, second place for a radio public service announcement, and third place for the My Boat app (electronic education).
- * The annual Marine Law Enforcement Academy was held in Boise from April 26 May 3. The academy is an intensive eight-day training course for new marine deputies and includes both classroom and on-the-water scenario-based training. The 17 students that attended gave excellent feedback on the course evaluations. Program staff also coordinated the Personal Watercraft (PWC) Rescue Course in Orofino in June (17 students).
- * Staff coordinated a train-the-trainer course for new boat safety instructors in Boise in April. Twelve people attended this training and are now certified to teach boating safety classes.
- * Staff participated in numerous outreach efforts around the state to promote boat safety during National Safe Boating Week in May. The week included boat safety outreach events at locations in Boise and Twin Falls, and promotions on social media platforms in combination with national efforts. Other boat safety outreach efforts took place around the state including the annual Fisherman's Breakfast in St. Anthony, youth skills days in Nampa, Boy Scout event in Caldwell, and several safety fairs in conjunction with Idaho Nuclear Laboratories in Eastern Idaho. In addition, staff coordinated numerous boating safety classes with county marine deputies and interacted with boaters at sporting goods stores and boat ramps.
- * Representatives from the U.S. Coast Guard conducted an official program visit in June and met with boating staff, as well as other IDPR staff representing the registration and fiscal programs. In addition to speaking with IDPR staff, the Coast Guard representatives also had a chance to meet with several county marine deputies and looked at facilities in Valley County. The Coast Guard was impressed with the county-based boating and enforcement programs used in Idaho and the strong partnerships IDPR has with the counties.
- * Dave Dahms attended the annual conference of the Western States Boating Administrators Association in Moab, UT.
- * As of June 30, there have been eight confirmed boating fatalities around the state.

OFF-HIGHWAY VEHICLE PROGRAM, TROY ELMORE, PROGRAM MANAGER

The following is a list of activities that have been recently completed by the Motorized Trails Program Staff:

- * Ian Byrne and Rich Gummersall held 80 ATV, UTV, and motorbike classes for 265 students.
- * Attended various public outreach events to include the Northwest Outdoor Expo in Nampa, Rally in the Pines in Salmon, Youth Appreciation Days in Emmett.

- * Attended various club meetings.
- * Processed course completion certificates for 713 students through volunteer and Agency instructor led classes.
- * Ian Byrne and Rich Gummersall held 12 ATV, UTV, and motorbike instructor classes for 66 students.
- * Ian has assisted with North Idaho trail maintenance projects.
- * Completed the 2018 OHV in Idaho booklet update and printed 20,000 copies for public distribution.
- * Began work on the Motorized Trails (Summer and Winter) web pages to ensure proper and current information is presented.
- * Attended the 50th International Snowmobile Congress in Halifax, Canada
- * Completed the Trail Ranger Training for this season's trail rangers
- * Trail Rangers have maintained a total of approximately 696 miles across the state.
- * Conducted interviews for a full-time heavy-machine operator position for South Region.

NON-MOTORIZED TRAILS PROGRAM, LEO HENNESSY, COORDINATOR

The following is a list of activities that have been recently completed by the Non-Motorized Trails Program Staff:

- * Attend a meeting with Idaho's National Forest Supervisors to update them on non-motorized trail issues.
- * Implemented a new interagency non-motorized trail committee called NITC. Members include the BLM, two Regional USFS staff, IDL, IDFG, and IDPR. The committee is intended to develop partnerships, cooperative projects, and to come up with new non-motorized funding sources. The committee will run under the framework of the Idaho Recreation and Tourism Initiative (IRTI)
- * Attended monthly Foundation for Ada/Canyon Country Trail meetings (FACTS) and other trail meetings.
- * Answered numerous trail user inquiries each day relative to the Idaho Centennial Trail, rail trails, and trails in general.
- * Worked with the IDPR Development Bureau to design a new Whispering Pines replacement yurt and deck.
- * All six Idaho City yurts are currently being stocked with firewood and being prepared for occupancy starting in December of 2018. Reservations for winter yurt use can be made mid-September.
- * Met with Idaho City District Ranger and his trails staff to discuss issues related to the Pioneer fire: yurts, trails, and salvage logging. Working with three seasonal staff to help construct a new yurt and sign the associated 60-mile-long trail network. Staff and volunteers are also helping stock the yurts with firewood.
- * The new replacement yurt for the completely burned Whispering Pines yurt has been delivered to HQ and will be installed in August. The main deck is currently under construction and a new pit

toilet has been dug and is available for use. The new grey water system has been constructed and has been approved by Central District Health.

OUTDOOR RESOURCE, JEFF COOK, ANALYST

The following is a list of activities that have been recently completed by the Outdoor Recreation Analyst:

- * Continued updating the Idaho Trails Web App. The Payette National Forest updated the Motor Vehicle Use Map. The updates included more open roads in the Big Creek area as a result of the Big Creek-Yellow Pine Collaborative.
- * Worked with Information Technology in the Governor's Office to get the Idaho Trails App working in Microsoft Edge. The Edge browser is still not working with the tiny urls for people on the State Network. Tests with Edge at home showed the app and the sharing urls are working just fine.
- * Continued monitoring the Federal Register every day. This register shows all proposed rules, comment periods for National Environmental Policy Act, and other federal notices. The register has gotten shorter with the current administration.
- * Reviewed and prepared ten different projects on National Forest Land. Projects ranged from timber sales, to watershed improvement projects, to grazing projects, and prescribed burns.
- * Worked on getting recreation sticker vendor locations up on different online mapping applications for the IDPR Reservation/Registration Program.

RESERVATION & REGISTRATION (R&R) PROGRAM QUARTERLY REPORT April-May-June'18

RESERVATION & REGISTRATION PROGRAM – TAMMY KOLSKY

Mission

The program's scope of responsibility includes oversight of IDPR's camping resources, statewide retail sales including permits, and the department's recreational registration program for snowmobiles, boats, and off-highway vehicles. The program also distributes registration funds to communities and other agencies statewide to develop and maintain trails, facilities, and programs for motorized recreation. The R&R program proudly supports IDPR's customers.

Program Manager's Report

Program Manager Emphasis over the past three months has been on the following:

- Initiated a project to review IDPR fees.
 - The project team is comprised of staff representing both North and South Regions as well as Administrative and Reservation Program staff.
 - Review will include a GAP analysis to look at missing or insufficient fee structures to support new activities offered as well as current park administrative needs.
 - Analysis will incorporate park and site occupancy, fee comparisons including Western States, Federal Properties and Private Campgrounds adjacent to or near Idaho State Parks, customer satisfaction feedback, as well as agency staff impute.
 - o Fee change recommendations will be brought to the Park Board for Approval.
- Provided ongoing administration/monitoring of agency customer satisfaction survey
- Served and continue to serve as project manager on the modernization of the Recreational Registration Program project
- Worked to contract a Data Analyst to assist in determining how to clean and migrate Registration data (Individual contracted has subsequently received an extension on work they were performing elsewhere and has now declined the contract.)
- Continued efforts on Boat Registration Data clean-up as a result of the implementation of the Coast Guard changes to federal regulations
- Continued outreach efforts on the status of the modernization project current focus continues to be on retail vendors
- Provided Retail Registration Vendors with additional training
- Continued to work with State Purchasing on RFP development in order to acquire a long-term service provider contract for the program's software, as well as to enhance current agency business needs and program services
- Continued to provide additional cross-training of program staff
- Provided and continue to provide day-to-day support for external and internal customers for both IDPR and Montana FWP.

Monitored and continue to monitor system usage by State Parks Passport holders.
 Usage for April – May - June was as follows:

19,661 reservations were processed during the quarter booking 38,981 nights. Of those reservations:

- o 7,800 reservations were for customers who claimed the Idaho State Parks Passport discount, this discount was applied to 17,364 nights.
- o 953 reservations processed were for customers who claimed an MVEF Annual sticker, this discount was applied to 2,445 nights.
- 19,172 of the nights booked with no discount claimed, meaning for these nights the customer has for now paid the additional \$5 per night for MVEF on one vehicle.

The 19,172 nights where no discount was claimed is up by 292 nights for the quarter from fourth quarter FY 2017's 18,880 nights.

Program staff emphasis over the past three months has been on the following:

Customer Service -

- Manually processed 12,733 retail vendor recreational registrations
- Processed 13,942 online recreational registrations
- Processed 5,138 mail and walk-in recreational registration transactions
- Administered the daily processes that allow input of county recreational registration transactions
- Provided fulfilment for 19,080 registrations
- Received 5,123 phone calls with 196 callers abandoning the call prior to speaking to a staff person and 1,381 callers receiving busy signal.
- Attended cross training sessions
- Updated campground and site data for Farragut's new addition to the Gilmore campground to prepare for transitioning from a "First come First Serve" campground to a "Reservable Campground".
- Prepared and sent e-mail blast(s) to Henry's Lake customers notifying them of construction activities to upgrade shower house and restrooms in the old campground.
- Began accepting Reservations for Lake Cascades Crown Point Campground. The transition from "First Come First Serve" to Reservable was very popular with the camping public.
- Created numerous reports for fee team analysis.
- Facilitated park retail product orders for multiple parks that support marketing and promoting parks educational and adventure offerings
- Providing ongoing management of campsite primary occupant information collection and customer claimed discounts. This process involves monitoring on a daily basis and calling all customers to collect additional information and money from customers who have made reservations for multiple campsites under one name, or claimed discounts for which they are not eligible

- Provided ongoing reservation program help desk support for field staff. Help desk support tickets typically include hardware and software issues, site, and fee changes, POS inventory management support items and revenue code changes as needed.
- Provided day-to-day support for external customers for both IDPR and Montana FWP.
- Performed weekly joint call monitoring with Reserve America quality assurance team for both the Idaho and Montana contracts. This effort has become more critical as our fees and discounts have become more complex
- Performed monthly call monitoring with Reserve America customer service (SRT)
 for both the Idaho and Montana contracts. This effort is in response to a need to better
 train and monitor SRT staff in how to handle escalated calls
- Performed remote call monitoring independently for call center agent's knowledge on and adherence to IDPR and Montana FWP policies
- Managed refunds in the system for IDPR and Montana FWP as follows:
 - o Ensured amounts to be refunded were valid
 - o Processed credit card refunds for the call center
 - o 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

Retail Management

- Monitored 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)
 - o Determine the value of resale items at all locations for insurance purposes
 - o Provide the ability to calculate "inventory shrinkage" (loss, damage, theft, etc.) by site and item
 - o Provide the ability to calculate turnover rates on retail items by site, by item, in order to increase net revenue across the agency
- Provide day-to-day management of entering all new store items for field staff
- Entered replenishments and printed bar code labels for field staff upon request

Reservation Activity Report FY 2018 4th 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:

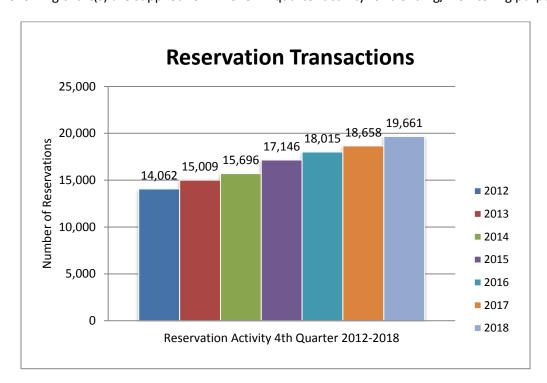
- Reservation Windows
 - How far in advance customers can book
 - How close to arrival date customers can book
- Booking Patterns
 - o How far in advance do customers actually book
 - What effect location has on advance bookings
- > Inventory turnover
 - o What percent of reservations made are ultimately cancelled
- Any external factors that may have impacted bookings

The data presented in this report is for the fourth quarter (April - June) FY 2018 the data reported is on active non-cancelled transactions and includes a comparison for the last seven year's active non-cancelled reservations for trending purposes.

For this quarter 19,661 reservations were processed. This represents a 5.38% increase, or an additional 1,003 reservations processed during the quarter as compared to FY2017 in which 18,658 reservations were processed.

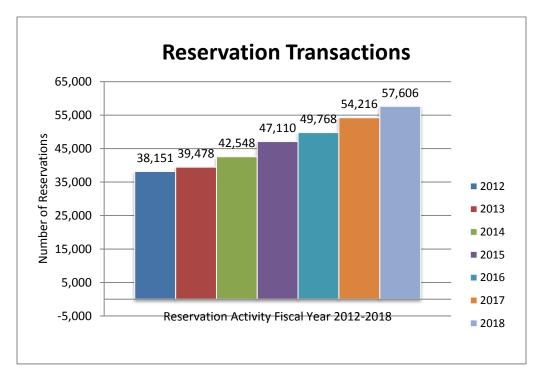
The Internet sales channel activity represented 88% of the total reservations booked.

The following chart(s) are supplied for FY2018 4th quarter activity for trending/monitoring purposes.



	l	l :
Year	Reservations	% of Change
2012	14,062	
2013	15,009	6.73%
2014	15,696	4.58%
2015	17,146	9.24%
2016	18,015	5.07%
2017	18,658	3.57%
2018	19,661	5.38%

The following chart(s) are supplied for FY 2012-2018 activity for trending/monitoring purposes.



Year	Reservations	% of Change
2012	38,151	
2013	39,478	3.48%
2014	42,548	7.78%
2015	47,110	10.72%
2016	49,768	5.64%
2017	54,216	8.94%
2018	57,606	6.25%

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
 - o Weather
 - o Fire
 - Road Conditions

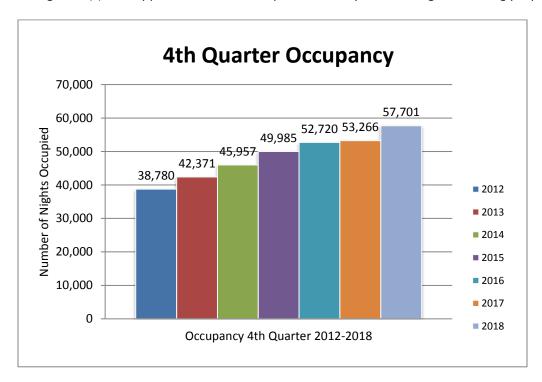
The data contained in this section looks at occupancy for fourth quarter FY2018 (April - June). It includes information on what percent of occupancy the nights stayed represented by park and by site type. Additionally, comparisons are provided for the past seven years for trending purposes.

Lastly, quarterly comparisons have been provided for in state versus out of state residency. Those comparisons show that occupancy by residency show no change year over year. In summation our non-resident fees have not had a negative impact on camping.

Seventy (70) % of occupancy for the quarter was from reservations. The remaining thirty (30) % were the result of walk-ins (first come first serve) camping. This is typical for this quarter as most of the time period is inside the reservation windows.

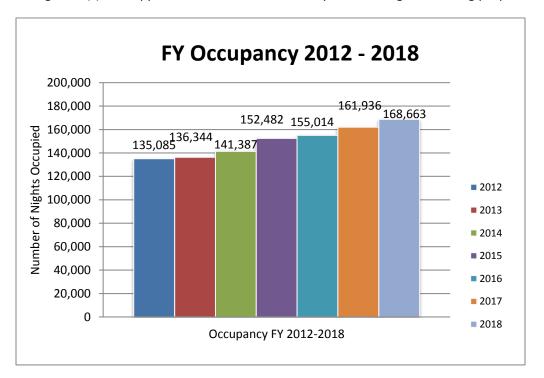
This past quarter occupancy increased by 4,435 nights with 57,701 nights stayed. This represents a 8.33% increase from FY2017 which had 53,266 nights camped during the quarter.

The following chart(s) are supplied for FY2018 4th quarter activity for trending/monitoring purposes.



Year	Nights	% of Change		
2012	38,780			
2013	42,371	9.26%		
2014	45,957 8.46			
2015	49,985	8.76%		
2016	52,720	5.47%		
2017	53,266	1.04%		
2018	57,701	8.33%		

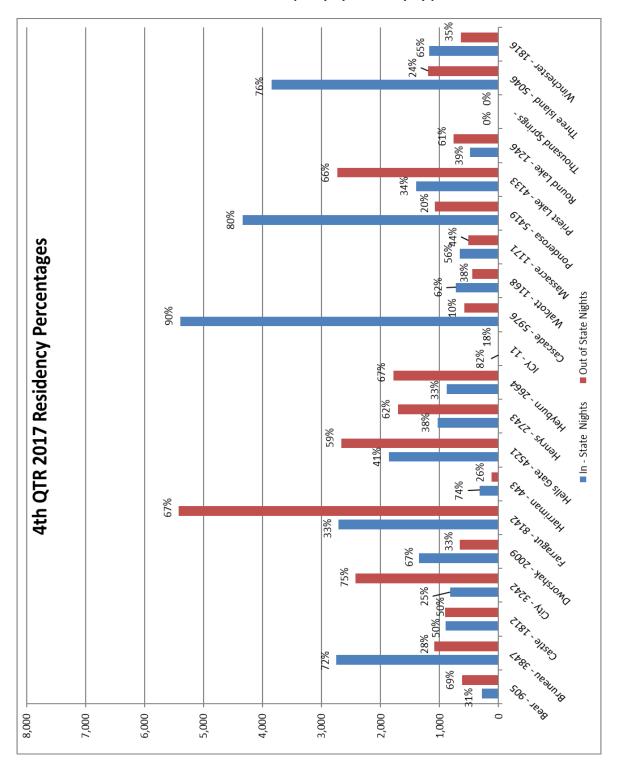
The following chart(s) are supplied for FY 2012-2018 activity for trending/monitoring purposes.

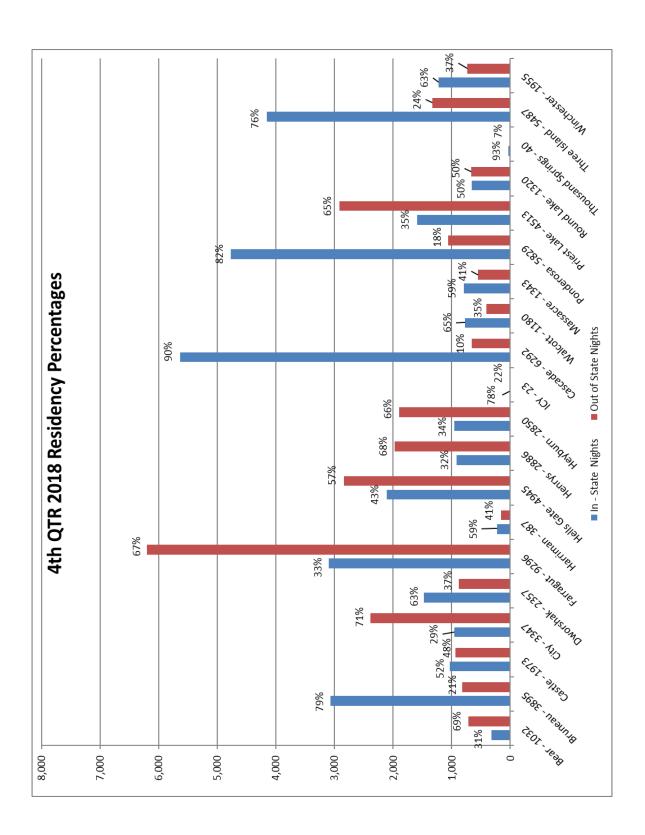


Year	Nights	% of Change		
2012	135,085			
2013	136,344	0.93%		
2014	2014 141,387 3.709			
2015	152,482	7.85%		
2016	155,014	1.66%		
2017	161,936	4.47%		
2018	168,663	4.15%		

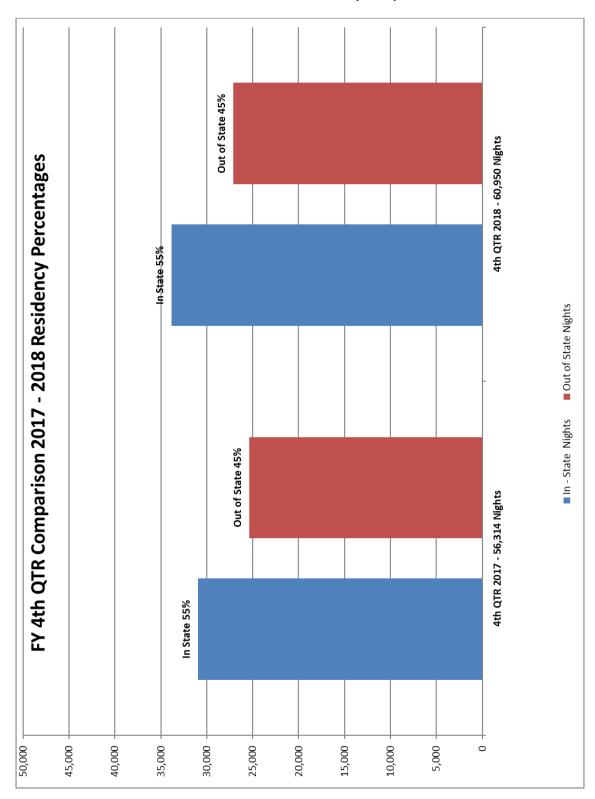
The following charts are supplied to monitor occupancy by residency, by park.

4th Quarter 2017 Occupancy by residency by park

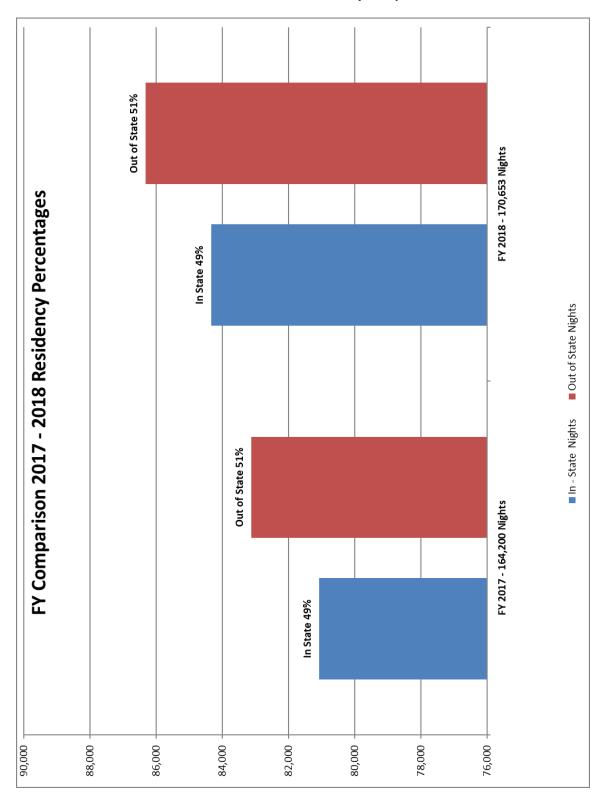




4th Quarter 2017 - 2018 Residency Comparisons



FY Quarter 2017 - 2018 Residency Comparisons



	_		Ap	ril	М	ay	Ju	ne	4th Quarter Totals		
Year	Location	Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Year
		S	Occupied	Occupied							
2015	Bear Lake	47	17	1.21%	129	8.85%	405	28.72%	551	12.88%	2015
2016	Bear Lake	47	10	0.71%	176	12.08%	593	42.06%	779	18.21%	2016
2017	Bear Lake	47	1	0.07%	180	12.35%	629	44.61%	810	18.94%	2017
2018	Bear Lake	47	9	0.64%	208	14.28%	766	54.33%	983	22.98%	2018
2019	Bear Lake	47	0		0		0		0	0.00%	2019
2020	Bear Lake	47									2020
2021	Bear Lake	47	0		0		0		0	0.00%	2021
2022	Bear Lake	47									2022
2023	Bear Lake	47	0		0		0		0	0.00%	2023
2024	Bear Lake	47									2024
2025	Bear Lake	47	0		0		0		0	0.00%	2025
2015	Bruneau Dunes	95	874	30.67%	1,455	49.41%	783	27.47%	3,112	36.00%	2015
2016	Bruneau Dunes	95	1,242	43.58%	1,358	46.11%	917	32.18%	3,517	40.68%	2016
2017	Bruneau Dunes	95	1,117	39.19%	1,462	49.64%	1,275	44.74%	3,854	44.58%	2017
2018	Bruneau Dunes	95	1,078	37.82%	1,524	51.75%	1,294	45.40%	3,896	45.07%	2018
2019	Bruneau Dunes	95	0		0		0		0	0.00%	2019
2020	Bruneau Dunes	95									2020
2021	Bruneau Dunes	95	0		0		0		0	0.00%	2021
2022	Bruneau Dunes	95									2022
2023	Bruneau Dunes	95	0		0		0		0	0.00%	2023
2024	Bruneau Dunes	95									2024
2025	Bruneau Dunes	95	0		0		0		0	0.00%	2025
2015	Castle Rocks	44	153	11.59%	622	45.60%	713	54.02%	1,488	37.16%	2015
2016	Castle Rocks	44	197	14.92%	589	43.18%	685	51.89%	1,471	36.74%	2016
2017	Castle Rocks	44	154	11.67%	733	53.74%	889	67.35%	1,776	44.36%	2017
2018	Castle Rocks	40	224	18.67%	788	63.55%	930	77.50%	1,942	53.35%	2018
2019	Castle Rocks	40	0		0		0		0	0.00%	2019
2020	Castle Rocks	40									2020
2021	Castle Rocks	40	0		0		0		0	0.00%	2021
2022	Castle Rocks	40									2022
2023	Castle Rocks	44	0		0		0		0	0.00%	2023
2024	Castle Rocks	44									2024
2025	Castle Rocks	44	0		0		0		0	0.00%	2025

			Ар	ril	М	ay	Ju	ne	4th Quar	ter Totals	
Year	Location	Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Year
		S	Occupied								
2015	City Of Rocks	67	548	27.26%	1,001	48.19%	1,715	85.32%	3,264	53.53%	2015
2016	City Of Rocks	64	337	17.55%	1,068	53.83%	1,700	88.54%	3,105	53.31%	2016
2017	City Of Rocks	64	239	12.45%	1,115	56.20%	1,797	93.59%	3,151	54.10%	2017
2018	City Of Rocks	64	394	20.52%	1,167	58.82%	1,758	91.56%	3,319	56.99%	2018
2019	City Of Rocks	64	0		0		0		0	0.00%	2019
2020	City Of Rocks	64									2020
2021	City Of Rocks	64	0		0		0		0	0.00%	2021
2022	City Of Rocks	64									2022
2023	City Of Rocks	67	0		0		0		0	0.00%	2023
2024	City Of Rocks	64									2024
2025	City Of Rocks	64	0		0		0		0	0.00%	2025
2015	Dworshak	100	183	6.10%	423	13.65%	949	31.63%	1,555	17.09%	2015
2016	Dworshak	100	338	11.27%	523	16.87%	1,032	34.40%	1,893	20.80%	2016
2017	Dworshak	100	211	7.03%	519	16.74%	1,116	37.20%	1,846	20.29%	2017
2018	Dworshak	100	195	6.50%	471	15.19%	1,276	42.53%	1,942	21.34%	2018
2019	Dworshak	100	0		0		0		0	0.00%	2019
2020	Dworshak	100									2020
2021	Dworshak	100	0		0		0		0	0.00%	2021
2022	Dworshak	100									2022
2023	Dworshak	100	0		0		0		0	0.00%	2023
2024	Dworshak	100									2024
2025	Dworshak	100	0		0		0		0	0.00%	2025
2015	Farragut	233	662	9.47%	2,539	35.15%	4,460	63.81%	7,661	36.13%	2015
2016	Farragut	233	1,190	17.02%	2,218	30.71%	4,555	65.16%	7,963	37.56%	2016
2017	Farragut	233	690	9.87%	2,301	31.86%	4,747	67.91%	7,738	36.49%	2017
2018	Farragut	233	765	10.94%	2,774	38.41%	5,256	75.19%	8,795	41.48%	2018
2019	Farragut	233	0		0		0		0	0.00%	2019
2020	Farragut	233									2020
2021	Farragut	233	0		0		0		0	0.00%	2021
2022	Farragut	233									2022
2023	Farragut	233	0		0		0		0	0.00%	2023
2024	Farragut	233									2024
2025	Farragut	233	0		0		0		0	0.00%	2025

			Ap	ril	М	ay	Ju	ne	4th Quar	ter Totals	
Year	Location	Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Year
		S	Occupied								
2015	Harriman	16	17	3.54%	69	13.91%	215	44.79%	301	20.67%	2015
2016	Harriman	16	23	4.79%	54	10.89%	208	43.33%	285	19.57%	2016
2017	Harriman	16	25	5.21%	154	31.05%	215	44.79%	394	27.06%	2017
2018	Harriman	16	18	3.75%	79	15.93%	222	46.25%	319	21.91%	2018
2019	Harriman	16	0		0		0		0	0.00%	2019
2020	Harriman	16									2020
2021	Harriman	16	0		0		0		0	0.00%	2021
2022	Harriman	16									2022
2023	Harriman	16	0		0		0		0	0.00%	2023
2024	Harriman	16									2024
2025	Harriman	16	0		0		0		0	0.00%	2025
2015	Hells Gate	91	866	31.72%	1,423	50.44%	1,582	57.95%	3,871	46.75%	2015
2016	Hells Gate	91	1,102	40.37%	1,403	49.73%	1,790	65.57%	4,295	51.87%	2016
2017	Hells Gate	91	971	35.57%	1,451	51.44%	1,976	72.38%	4,398	53.11%	2017
2018	Hells Gate	91	916	33.55%	1,625	57.60%	2,019	73.96%	4,560	55.07%	2018
2019	Hells Gate	91	0		0		0		0	0.00%	2019
2020	Hells Gate	91									2020
2021	Hells Gate	91	0		0		0		0	0.00%	2021
2022	Hells Gate	91									2022
2023	Hells Gate	91	0		0		0		0	0.00%	2023
2024	Hells Gate	91									2024
2025	Hells Gate	91	0		0		0		0	0.00%	2025
2015	Henrys Lake	90	8	0.30%	466	16.70%	1,809	67.00%	2,283	27.88%	2015
2016	Henrys Lake	90	7	0.26%	392	14.05%	2,108	78.07%	2,507	30.61%	2016
2017	Henrys Lake	43	0		444	33.31%	2,194	170.08%	2,638	67.42%	2017
2018	Henrys Lake	43	0		493	36.98%	2,197	170.31%	2,690	68.75%	2018
2019	Henrys Lake	43	0		0		0		0	0.00%	2019
2020	Henrys Lake	43									2020
2021	Henrys Lake	43	0		0		0		0	0.00%	2021
2022	Henrys Lake	43									2022
2023	Henrys Lake	90	0		0		0		0	0.00%	2023
2024	Henrys Lake	90									2024
2025	Henrys Lake	43	0		0		0		0	0.00%	2025

			Ар	ril	М	ay	Ju	ne	4th Quar	ter Totals	
Year	Location	Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Year
		S	Occupied								
2015	Heyburn	128	260	6.77%	840	21.17%	1,658	43.18%	2,758	23.68%	2015
2016	Heyburn	128	310	8.07%	715	18.02%	1,584	41.25%	2,609	22.40%	2016
2017	Heyburn	128	139	3.62%	707	17.82%	1,643	42.79%	2,489	21.37%	2017
2018	Heyburn	128	147	3.83%	754	19.00%	1,803	46.95%	2,704	23.21%	2018
2019	Heyburn	128	0		0		0		0	0.00%	2019
2020	Heyburn	128									2020
2021	Heyburn	128	0		0		0		0	0.00%	2021
2022	Heyburn	128									2022
2023	Heyburn	128	0		0		0		0	0.00%	2023
2024	Heyburn	128									2024
2025	Heyburn	128	0		0		0		0	0.00%	2025
2015	Idaho City Backcountry Yurts	6	50	27.78%	98	52.69%	106	58.89%	254	46.52%	2015
2016	Idaho City Backcountry Yurts	6	66	36.67%	71	38.17%	132	73.33%	269	49.27%	2016
2017	Idaho City Backcountry Yurts	2	7	11.67%	0		0		7	3.85%	2017
2018	Idaho City Backcountry Yurts	5	23	15.33%	0		0		23	5.05%	2018
2019	Idaho City Backcountry Yurts	5	0		0		0		0	0.00%	2019
2020	Idaho City Backcountry Yurts	5									2020
2021	Idaho City Backcountry Yurts	5	0		0		0		0	0.00%	2021
2022	Idaho City Backcountry Yurts	5									2022
2023	Idaho City Backcountry Yurts	5	0		0		0		0	0.00%	2023
2024	Idaho City Backcountry Yurts	5									2024
2025	Idaho City Backcountry Yurts	5	0		0		0		0	0.00%	2025
2015	Lake Cascade	171	303	5.91%	1,454	27.43%	3,715	72.42%	5,472	35.16%	2015
2016	Lake Cascade	171	185	3.61%	1,322	24.94%	3,787	73.82%	5,294	34.02%	2016
2017	Lake Cascade	171	72	1.40%	1,273	24.01%	4,058	79.10%	5,403	34.72%	2017
2018	Lake Cascade	171	173	3.37%	1,573	29.67%	4,226	82.38%	5,972	38.38%	2018
2019	Lake Cascade	171	0		0		0		0	0.00%	2019
2020	Lake Cascade	171									2020
2021	Lake Cascade	171	0		0		0		0	0.00%	2021
2022	Lake Cascade	171									2022
2023	Lake Cascade	171	0		0		0		0	0.00%	2023
2024	Lake Cascade	171									2024
2025	Lake Cascade	171	0		0		0		0	0.00%	2025

			Ар	ril	М	ay	Ju	ne	4th Quar	ter Totals	
Year	Location	Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Year
		S	Occupied								
2015	Lake Walcott	43	113	8.76%	400	30.01%	551	42.71%	1,064	27.19%	2015
2016	Lake Walcott	23	162	23.48%	338	47.41%	630	91.30%	1,130	53.99%	2016
2017	Lake Walcott	23	103	14.93%	389	54.56%	647	93.77%	1,139	54.42%	2017
2018	Lake Walcott	23	128	18.55%	384	53.86%	654	94.78%	1,166	55.71%	2018
2019	Lake Walcott	23	0		0		0		0	0.00%	2019
2020	Lake Walcott	23									2020
2021	Lake Walcott	23	0		0		0		0	0.00%	2021
2022	Lake Walcott	23									2022
2023	Lake Walcott	43	0		0		0		0	0.00%	2023
2024	Lake Walcott	23									2024
2025	Lake Walcott	23	0		0		0		0	0.00%	2025
2015	Massacre Rocks	42	123	9.76%	427	32.80%	408	32.38%	958	25.07%	2015
2016	Massacre Rocks	42	165	13.10%	421	32.33%	514	40.79%	1,100	28.78%	2016
2017	Massacre Rocks	42	116	9.21%	493	37.86%	526	41.75%	1,135	29.70%	2017
2018	Massacre Rocks	42	121	9.60%	578	44.39%	616	48.89%	1,315	34.41%	2018
2019	Massacre Rocks	42	0		0		0		0	0.00%	2019
2020	Massacre Rocks	42									2020
2021	Massacre Rocks	42	0		0		0		0	0.00%	2021
2022	Massacre Rocks	42									2022
2023	Massacre Rocks	42	0		0		0		0	0.00%	2023
2024	Massacre Rocks	42									2024
2025	Massacre Rocks	42	0		0		0		0	0.00%	2025
2015	Ponderosa	186	39	0.70%	987	17.12%	3,635	65.14%	4,661	27.54%	2015
2016	Ponderosa	186	46	0.82%	725	12.57%	4,158	74.52%	4,929	29.12%	2016
2017	Ponderosa	186	44	0.79%	745	12.92%	4,223	75.68%	5,012	29.61%	2017
2018	Ponderosa	186	46	0.82%	896	15.54%	4,564	81.79%	5,506	32.53%	2018
2019	Ponderosa	186	0		0		0		0	0.00%	2019
2020	Ponderosa	186									2020
2021	Ponderosa	186	0		0		0		0	0.00%	2021
2022	Ponderosa	186									2022
2023	Ponderosa	186	0		0		0		0	0.00%	2023
2024	Ponderosa	186									2024
2025	Ponderosa	186	0		0		0		0	0.00%	2025

			April		May		June		4th Quar	ter Totals	
Year	Location	Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Year
		5	Occupied								
2015	Priest Lake	151	154	3.40%	886	18.93%	2,338	51.61%	3,378	24.58%	2015
2016	Priest Lake	151	251	5.54%	821	17.54%	2,691	59.40%	3,763	27.39%	2016
2017	Priest Lake	151	97	2.14%	759	16.21%	2,772	61.19%	3,628	26.40%	2017
2018	Priest Lake	151	95	2.10%	960	20.51%	2,935	64.79%	3,990	29.04%	2018
2019	Priest Lake	151	0		0		0		0	0.00%	2019
2020	Priest Lake	151									2020
2021	Priest Lake	151	0		0		0		0	0.00%	2021
2022	Priest Lake	151									2022
2023	Priest Lake	151	0		0		0		0	0.00%	2023
2024	Priest Lake	151									2024
2025	Priest Lake	151	0		0		0		0	0.00%	2025
2015	Round Lake	51	70	4.58%	379	23.97%	735	48.04%	1,184	25.51%	2015
2016	Round Lake	51	185	12.09%	343	21.70%	734	47.97%	1,262	27.19%	2016
2017	Round Lake	51	71	4.64%	337	21.32%	729	47.65%	1,137	24.50%	2017
2018	Round Lake	51	69	4.51%	430	27.20%	774	50.59%	1,273	27.43%	2018
2019	Round Lake	51	0		0		0		0	0.00%	2019
2020	Round Lake	51									2020
2021	Round Lake	51	0		0		0		0	0.00%	2021
2022	Round Lake	51									2022
2023	Round Lake	51	0		0		0		0	0.00%	2023
2024	Round Lake	51									2024
2025	Round Lake	51	0		0		0		0	0.00%	2025
2018	Thousand Springs	2	0		7	11.29%	12	19.35%	19	10.44%	2018
2019	Thousand Springs	2									2019
2020	Thousand Springs	2									2020
2021	Thousand Springs	2									2021
2022	Thousand Springs	2									2022
2023	Thousand Springs	2									2023
2024	Thousand Springs	2									2024
2025	Thousand Springs	2									2025

	Location	Sites	April		May		June		4th Quarter Totals		
Year			Nights	% Sites	Nights	% Sites	Nights	% Sites	Nights	% Sites	Year
			Occupied	Occupied							
2015	Three Island Crossing	82	1,276	51.87%	1,599	62.90%	1,605	65.24%	4,480	60.04%	2015
2016	Three Island Crossing	82	1,508	61.30%	1,599	62.90%	1,673	68.01%	4,780	64.06%	2016
2017	Three Island Crossing	82	1,433	58.25%	1,778	69.94%	1,798	73.09%	5,009	67.13%	2017
2018	Three Island Crossing	82	1,526	62.03%	1,919	75.49%	1,970	80.08%	5,415	72.57%	2018
2019	Three Island Crossing	82	0		0		0		0	0.00%	2019
2020	Three Island Crossing	82									2020
2021	Three Island Crossing	82	0		0		0		0	0.00%	2021
2022	Three Island Crossing	82									2022
2023	Three Island Crossing	82	0		0		0		0	0.00%	2023
2024	Three Island Crossing	82									2024
2025	Three Island Crossing	82	0		0		0		0	0.00%	2025
2015	Winchester Lake	69	97	4.69%	547	25.57%	1,046	50.53%	1,690	26.92%	2015
2016	Winchester Lake	69	215	10.39%	526	24.59%	1,028	49.66%	1,769	28.17%	2016
2017	Winchester Lake	69	94	4.54%	529	24.73%	1,079	52.13%	1,702	27.11%	2017
2018	Winchester Lake	69	87	4.20%	603	28.19%	1,182	57.10%	1,872	29.81%	2018
2019	Winchester Lake	69	0		0		0		0	0.00%	2019
2020	Winchester Lake	69									2020
2021	Winchester Lake	69	0		0		0		0	0.00%	2021
2022	Winchester Lake	69									2022
2023	Winchester Lake	69	0		0		0		0	0.00%	2023
2024	Winchester Lake	69									2024
2025	Winchester Lake	69	0		0		0		0	0.00%	2025

4th Quarter	Total	%	%	
for the	Nights	Sites	Change	
Year	Occupied	Occupied	Over	
rear	for Year	for Year	Previous	
2015	49,985	32.08%	NA	
2016	52,720	34.30%	5.47%	
2017	53,266	35.74%	1.04%	
2018	57,701	38.73%	8.33%	

SOUTH-EAST REGION QUARTERLY REPORTS APRIL, MAY, AND JUNE 2018

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.

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.

Primary Issues and Concerns

- 1. Ensuring that all facilities are kept clean and hazard free.
- 2. Staffing parks to cover needed services.
- 3. Assess operations and opportunities to ensure quality experiences are provided.

SOUTH REGION SERVICE CENTER - GARTH TAYLOR, SOUTH REGION BUREAU CHIEF

- Continued monitoring of Region operating and seasonal budgets.
- Close out of FY18 and loading of FY19 park budgets.
- Creating new opportunities with limited resources.
- Continue investment in interpretation, marketing, and revenue enhancing ideas.
- Continue to work on incident reporting and staff training.
- Still awaiting final draft of US Fish and Wildlife Comprehensive Conservation Plan for Lake Walcott.
- Working with parks for park programming, special events, new potential partnerships, and concession opportunities.
- BLM noncompliance issues with R&PP lease for Castle Rocks at Smoky Mountain campground. BLM/IDPR/Shoshone/Bannock Tribe representatives have conducted the requested cultural resource assessment and have determined the site in question does meet with approvals to move forward for a paving project. A new lease will now be drafted for review.
- Continue agency policy reviews.
- Evaluation of irrigation/water pipe for Ritter Island.
- Billingsley Creek development meetings with NPS discussion continues for the new Visitor
 Center
- Monitoring of many development projects.
- Continue working with Cascade Visitor Center planning team.
- Salmon/Challis Forest Service Planning process continues.
- Hiring of new rangers for Bear Lake, Lake Cascade, Land of the Yankee Fork, City of Rocks, and a new Utility Craftsman for the South Region Crew.
- Meetings with Forest Service concerning the future of Mesa Falls. Working on enhanced marketing and resale opportunities. Additional resources will be available in the FY19 budget.
- Rentals are now available on Ritter Island.
- Provided tour with Board Member Lou Fatkin at Harriman and Henrys Lake.

BEAR LAKE - KIRK RICH, PARK MANAGER

Issues Not Being Addressed

1. Demand for camping is picking up now that the Hot Springs camping and day-use beach will be closed this season. Customers are frustrated by the closure of the old facility, and some are returning to the old campsites in Utah on the East side. Our camping and day use sites have more structure than many of these users are used to. Many of these folks are looking for a place where their dogs can roam.

Customer Service

 Demand for camping has increased due to Hot Springs closure. Lots of calls towards the end of June; however, all weekends for the summer are now sold out and some full weeks essentially sold out.

Park/Program Usage

• Weather affected early usage in June but by month's end we were up to 1,000 car days at North Beach. It appears to be the highest revenue season on record.

Staff Training

• Permanent staff completed a half-day training in Garden City by the Utah Wing of the Civil Air Patrol. They could be of great help with water-related searches.

Strategic Plan Actions

• We are in the process of nullifying any agreement (both formal and otherwise) regarding both the county waterways and snowmobile programs. Bear Lake County will now assume complete responsibility of these programs. This change has been ongoing and is considered a friendly agreement as the county assumes the statutory authority that they have always had.

Manager's Narrative

- By April 28, self-collection dollars in the campground began. Everyone is liking the new electrical pedestals. However, there is no culinary water available.
- Seasonal ranger completed major repairs to CXT restroom doors as well as painting the three restroom interiors. Large rotary paper dispensers have been installed on a trial basis in some restrooms.
- A new Verizon-powered card reader was installed at North Beach. There continues to be more demand for card purchases for MVEF stickers than anticipated. The system works best with two people working the kiosk. Checks have all but disappeared.
- One of our long-term rangers retired; however, we were able to hire a new ranger in a timely fashion and put him to work by mid-June. Having worked as a seasonal, he has experience with the park and has a construction and maintenance background.
- We faced a Saturday closure on June 29 because of the 700-car limit. However, we reopened later in the day and exceeded the 1,000-car level.
- Maintenance issues with the sprinkler heads and water are cropping up. We deal with it daily.
- We are currently having problems with two breakers in the new electrical construction in the campground. Breakers must be ordered in.

BRUNEAU DUNES – BRYCE BEALBA, ASSISTANT MANAGER

Issues Not Being Addressed

1. **Staffing:** In FY09 BRU generated \$238,245.24 and in FY17 BRU generated \$355,067.60. Our seasons are longer than most other campgrounds and visitation continues to grow every year. Visitation in 2017 was 101,290, up 14% from 2016. In April of 2018, we saw an increase of 2,100 vehicles in the park from April of 2017. It is increasingly difficult every year to manage with one ³/₄ FTP Office Specialist. This position is integral to the continued success of Bruneau Dunes State Park and should be increased to a full-time position.

- 2. **Inadequate irrigation:** Currently, the park is not able to adequately irrigate all the turf areas and trees added during park expansions over the years. We are exploring options such as eliminating irrigated acreage, planting drought tolerant species, improving soil quality, and increasing efficiency. An initial analysis of the irrigation pump was done in June 2018 to determine if it is running at full capacity. The system seems to be pumping as designed but cannot put out enough water or maintain enough pressure to run two stations at a time. Development will continue looking into the issue. Lack of irrigation is also a likely contributor to the increased noxious weed problems we are experiencing in the campgrounds.
- 3. **Electrical:** The park often experiences brown outs which cause equipment failures which can be dangerous and expensive to repair. These brown outs are one potential reason for the transformer issue currently happening in the Broken Wheel campground in which commercial electricians had to make repairs.

- The weather impacted Observatory programs during April and May causing us to only be able to charge for 50% of our shows in April and just one show in May. We do provide an astronomerled, free, public program regardless of weather.
- We had a record-breaking Observatory program on Saturday, April 21 with 282 visitors in attendance (good viewing conditions). Prior to that date, the 2018 season record was 157, and the all-time record was on September 19, 2015 with 227 people.
- Each weekend in May the park was at capacity. Both reservation campgrounds as well as the walk-up equestrian campground were full.
- IDFG planted 400 tagged bass and planted 50 Bluegill in the Big Lake.
- We still have maintenance positions open but are not able to find qualified candidates to fill the vacancies.
- We started offering guided hikes between the solar viewing program and the Observatory program. Turnout so far has been small but we believe it will improve with advertising. Some scorpions have also been spotted so we will be announcing guided "scorpion walks" shortly.
- All Dark Sky fixtures have been installed and are functioning properly.
- Sandboarding remains very popular but when the outside air temperature hits 85° we cut off rentals due to high sand temperatures.

Park Usage

- KBOI News came to the park in April and interviewed staff as part of a four-part series on Bruneau Dunes State Park and activities throughout southern Idaho. It aired each Wednesday and shorter versions were also shown throughout the week. We also linked the program to our Facebook page. Feedback was very positive and likely contributed to our increased numbers.
- The annual Messier Marathon stargazing event took place in April.
- School group visitation increased this May over previous years.
- With the influx of visitors, we are seeing an increase in drone use. Footage of drone use outside of the UAV (unmanned aerial vehicle) area has been showing up online and continues to be an issue. Park staff will contact any user we see or is reported to us, but the problem persists. Most visitors are compliant when approached and appreciative of the designated area, although the Big Dune is clearly the area they prefer to film.
- More visitors are taking advantage of the Pet Off Leash area. We would like to continue developing it and adding more features.
- Camping World arranged a special event in June and rented a large portion of Eagle Cove campground for their customers who recently bought trailers. If the event is scheduled again for next year further Group Use permit conditioning will be likely.
- We have seen an increase in people coming to the park to locate geo-caches.

Program/Program Services

• In April 2018, the Observatory programs had 775 visitors, compared to 585 in April 2017.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	8	90
Interpretive Programming	28	2,371
Jr. Ranger Programming	0	0
School Programming	10	507
Special Events	1	100

Preservation of Natural, Cultural, and/or Historical Resources

- The location of the Gateway Power Transmission Line will be located along the southern boundary of the park. This has potential to impact our Observatory programs and night sky light readings.
- Northern Arizona University came to the park in April to install a drip irrigation system for a portion of the sagebrush they planted last year. They returned in June to monitor their experimental sage brush patch and reported that survival rates are strong.
- Water levels in the Small Lake remained high from recharge water in April, and by June water levels began to recede. Minor repairs will need to be made to the dock due to the flooding.
- Due to BLM recommendations, we will not cut a fire line on the southern park boundary. We will cut firebreaks around campgrounds and structures, trim low hanging tree branches, apply herbicide, and maintain the newly cut three-mile-long northern boundary fire line. In June we banned fires at the equestrian campground due to dry conditions and fuels.
- In April, staff planted all 60 trees donated by Rotary District 5400. By June the seedlings were struggling even with regular irrigation and at least a once-a-week-hand watering.

Staff Training

- Ranger completed his last class of the Supervisory Academy.
- Ranger passed his Pesticide Applicators test.
- Interpreter and park astronomer attended the IDPR Interpretation training.

Strategic Plan Actions

- More sand boards were ordered as rentals continue to increase in popularity.
- Staff attended the Mountain Home Travel and Tourism meetings as well as the Mountain Home chapter of Rotary International.
- We are continuing with the expanded Visitor Center hours and new resale products to increase sales and expand customer service
- Staff have continued to update social media with photos, park events, and invitations to visit the park/Observatory.
- Quality Electric completed their work on the Dark Sky project.

Manager's Narrative

- We continue to be shorthanded due to vacancies and seasonal layoffs. We continue to recruit locally but are not receiving much interest.
- There have not been any group camping issues for a while now. We hope that word has gotten out about the changes this year to group camping. Overall compliance with the new rules has been good and issues with multiple tents and group size have decreased significantly.
- We will have a booth using solar telescope at the Mountain Home stop on the American Solar Challenge car race in July.

CITY OF ROCKS - WALLACE KECK, PARK MANAGER

Issues Not Being Addressed

- 1. Resale program unable to restock due to expended allocation; lost resale revenue potential of approximately \$2,000.
- 2. NPS computer access to seasonals significantly delayed due to backlog in background checks.

Customer Service

- The Visitor Center is open seven days a week from 8:00 a.m. to 4:30 p.m.
- Staff discovered more locations where modern inscriptions/graffiti were being left. These areas were cleaned up. Several illegal firings were also dispersed.

Park/Program Usage

- Parking lots were exceeded several times in May and in June.
- One commercial filming permit was issued in April.
- Three group use permits and five backcountry camping permits were issued in June.

Program Services

- The 2017 visitor survey project was completed in April.
- The first Wildflower Photo Safari was held in May to teach how to identify plants in the field and how to use macro photography 16 attendees.
- International Migratory Bird event marketed as Epic Birding Adventures in which visitors learned birds by sight and sound.
- The annual Every Kid in the Park event was held in May for fourth graders in local schools.
- Kathryn-Poo Wright-Pulliam was the City of Rocks *Artist in Residence* and conducted nature walks, demonstrations on how to do nature journaling, and painted in plein air.
- The fifth annual Birding Big Day competition was held on June 1 and 2. A total of 121 species of birds were seen within a 24-hour period by 11 birders—setting a record.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	27	95
Interpretive Programming	199	930
Jr. Ranger Programming	2	21
School Programming	54	3,274
Special Events	15	398

Preservation of Natural, Cultural, and/or Historical Resources

- Raptor survey began and found four active nests. No Greater Sage-Grouse were found in Castle Rocks State Park during the annual IDFG survey.
- Mammal surveys using motion cameras have yielded images of bobcat, mule deer, striped skunk, and jackrabbit.
- A research permit was issued to the USFS for the cutthroat monitoring in Almo Creek.
- Short-eared Owl surveys were conducted around the Almo Valley and City of Rocks as part of a four-state research project by multiple agencies.
- The Jensen Homestead research project in Castle Rocks will include opportunities for the public to participate in excavation and documentation of resources. Participants are trained and receive oversight. The field course has reached maximum registration.
- Staff worked with the BLM to conduct testing of Smoky Mountain Campground archaeological site CA 1049. No significant artifacts were found; all parties, including the Tribes, left with the understanding that the site is not eligible nor did the construction impact or impair an eligible site.
- Worked with members of the Oregon California Trail Association to gather additional evidence for the location of the historic City of Rocks stage station.

- Chukar was added to the City of Rocks bird list based on credible source. Manager conducted the annual Breeding Bird Census in June and observed 60 species and 319 birds.
- Replica covered wagons were treated with linseed oil by volunteer group of 30 girls.

Staff Training

- Training attended by management and some staff included: NPS training on section 106 of the NHPA; Craters of the Moon, Rocky Mountain State Park executive conference; and Idaho supervisors.
- Infant, Child, and Adult CPR was taught to 12 City of Rocks employees.
- Manager completed DOI course: Scientific Integrity.

Strategic Plan Actions

• Reviewed new 2019-2022 Strategic Plan; will be working to include tasks into FY19 budget and 2019 Work Plans.

Manager's Narrative

- Manager provided interview to National Parks Magazine about the unique operation and management of City of Rocks. Article will appear in early fall.
- Manager provided training to new seasonal interpreters during the week-long course held at Dworshak State Park in May.
- Met with NPS planners from Denver and San Francisco to begin the fieldwork necessary to complete an Americans with Disabilities Act transition plan.
- Manager sought and received written confirmation from the BLM that the right-of-way to Smoky Mountain Campground could be chip sealed and that the project can move forward. Pre-bid construction meeting held at Castle Rocks.
- Filed for extension on permit to appropriate water to the Castle Rocks pond. Need to discuss waiver on required lockable measuring device.
- Manager authorized a free stay in the Glamping Yurt and climbing experience program for the
 travel writer group known as Honey Trek. The group publishes a blog, contributes to travel field
 guides, and engages with large audiences on social media, focusing on upscale camping/lodging
 experiences. This was a referral from the Idaho Department of Commerce, Tourism.
 https://www.honeytrek.com/
- Hosted and participated in quarterly meeting of Climbing Resources Advisory Group, which represents all the various climbing organizations in the state. Manager reported on City of Rocks General Management Plan (GMP) progress, tribal concerns, and policy refinement to address bouldering.
- Met in June with the Bruesch Ranch trustees who are grazing permittees and adjacent landowners. Purpose of the meeting was to clarify the grazing plan and policy expected when the new GMP Record of Decision is signed.

EAGLE ISLAND – GARY SHELLEY, PARK MANAGER

Issues Not Being Addressed

- 1. Artesian well used to supplement clean/cold water to park swimming lake is no longer producing water quantity needed to keep the lake clean and safe. Present output is only 73 gpm.
- 2. The existing parking lot does not have enough capacity for weekend and special event parking. The parking lot needs to be redesigned to improve efficiency and safety.
- 3. Installation of water and sewage lines is needed for the new entrance booth. The entrance booth was plumbed for water and sewer when it was built.

- Removed and changed parking lot directional signs before the new parking lot configuration opened.
- Installed second Life Jacket Loaner station.
- Installed second air compressor for inflatable toys.
- Continued to answer questions in-person, social media, and phone about ziplines.
- Continued to take shelter reservations for 2018.

Park/Program Usage

- Continued to have well-above-average amount of dog walkers utilizing the Park. Continue to have issues with dogs off-leash.
- Special events brought many people to the park: Idaho Civil War Volunteers, Cops and Bobbers (cops and kids fishing event), disc golf tournaments, Plein Air Art Festival, dog training and trial events, and Silver Creek Volunteer Fire District's wildland fire and urban interface training. Geeko Labs—an after-school lab program that offers hands-on learning in science, technology, engineering, arts, and math (STEAM)—came to the Park to fly their drones.
- Police K-9 training began using our fields for training for this season.
- The Zipline opened May 20 and had 45 zippers in May, 267 zippers in June.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events	9	4,398

Preservation of Natural, Cultural, and/or Historical Resources

• Continued to patrol the Park's historical buildings and look for damage from vandalism. Painted over the spray-painted vandalism on the silos and barns.

Staff Training

- Water rescue training would be good training to have for permanent and summer seasonal staff.
- CPR training will be needed for seasonal staff.

Strategic Plan Actions

- Working with City of Eagle trails master plan and on the feasibility of a dog park in the Park.
- Working with local dog groups on the feasibility of a dog training area in the Park.
- Working with Sheriff's Department regarding bike patrols at Eagle Island and Lucky Peak.

Manager's Narrative

- Multiple trees fell in parking lot and along trails due to major wind event on April 7.
- Someone donated money to a nursery in the Park's name, so we picked up and planted several trees on the west side of the entrance kiosk to help with shade.
- The Welcome to the Chain Gang Disc Golf Club removed old course signs and installed new course signs.
- Continued to work with Eagle Scout for the tree wrapping and entrance road median rock project.

<u>HARRIMAN / HENRYS LAKE / ASHTON-TETONIA TRAIL / MESA FALLS RECREATION AREA – JOHN SULLIVAN, PARK MANAGER</u>

Issues Not Being Addressed

1. Mold issues plaguing the buildings and the huge cost \$25K+. This has been funded through the CIN list for 2018. We will be coordinating with the Development Bureau on bids.

- 2. Preservation of the historic buildings need to be ramped up and funded. All buildings need some sort of log repair or have foundation issues.
- 3. Removal, inspection, and clean-up of the old fuel oil tank site at the Ranch Office. DEQ is involved in this process.
- 4. Repair needed on the main power line between Boys House and Dining Cottage/Harriman Cottage

- IT will be here in early July to install our new AV set-up in the Scovel Center.
- The Becker Backcountry yurt is set-up on the reservation system and is now being rented. Within four days of being on line, five reservations were made, and we've had requests for walk-ins.
- BBQ grills and prep tables were installed at the group shelter.

Park/Program Usage

- All fishing access points are very busy. Osborne Bridge often sees more than 30 cars parked in the evenings.
- Rental facilities have been very active with lots of back-to-back reservations.
- The Scovel Center has been utilized by multiple events and conferences.
- Trails have also been active with all user groups.
- The Becker Backcountry yurt saw its first three renters at the end of June.
- The historic buildings are open and seeing lots of visitors.
- We hosted the Annual Bamboo Rod Conference/clinic.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	3	36
Interpretive Programming	11	1,033
Jr. Ranger Programming	13	110
School Programming	11	611
Special Events	3	144

Preservation of Natural, Cultural, and/or Historical Resources

- The historic bridge has been closed to all forms of travel, based on a structural engineer's recommendation and safety concerns. We have posted it, put info in the papers and on the web including the Friends web page, and are contacting all involved parties.
- We will be working through Region and Keith Jones to continue our fuels reduction projects for 2018.
- Working on summer work plans to address building preservation.
- We are planning improvements to the Honeymoon Hotel and Ice House this year. We started with an exterior refurbish of the Honeymoon Hotel. Doors have been re-glazed and stripped, paint has been stripped, rotten wood has been removed, and chinking repairs made.

Strategic Plan Actions

- The group shelter has been completed; now working on power and water.
- The ranch view CXT restroom project has been completed. We have been talking with the contractor about the badly needed addition of a freeze-less water tap.
- We are pursuing an interested party for a summer Mountain Bike race.

Manager's Narrative

• In April we found sewer lift station issues again at the Scovel/Dorm system. Relay and wiring as well as pump problems will cost approximately \$1,500.

- We were invited to the Henrys Fork Days dinner where assistant manager received a 2018 Conservation Award for his assistance to the Foundation on numerous projects benefitting the river, park and the Foundation's conservation efforts.
- Our new Board Member for Region Six, Louis Fatkin, toured the Park with management.

ASHTON-TETONIA TRAIL

Issues Not Being Addressed

- 1. Motor vehicle trespass on the Trail continues to be a problem.
- 2. Working on filling the open position on the Trail.
- 3. Working with property owner at Marysville who wants to build a new silo.

Customer Service

- Spraying and scraping of the Trail in the fall has paid off. People are commenting that they have never seen the Trail look so good.
- Being without a ranger on the Trail has hurt the condition of the Trail slightly, but we are sending a ranger from Harriman two days a week to help.

Park/Program Usage

- The Trail was well used in June as the Trail dried out and weather was good.
- Horse usage continues to grow. With more horse trailers parking at trailheads, expansion of parking lots might be necessary.
- Bikers and hikers continue to use the Trail the most.

Program Services

• The Teton Ogre Adventure Race took place on the A-TT. The event saw about 50 competitors and generated \$200 in revenue.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	1	4
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

• Making people aware of the Trail is still a top priority. Currently we are working on more kiosks for some of the smaller parking areas.

Strategic Plan Actions

- Developing parking areas has resumed.
- We continue to beautify the trailheads and enhance the customers experience by keeping the Trail in good shape.

Manager's Narrative

- We had a retirement dinner for our ATT ranger.
- The USFS had their annual pack test on the ATT.

HENRYS LAKE STATE PARK

Issues Not Being Addressed

1. The water in the Caddis Loop has a high iron and silt content. This causes problems with the pipe, tankless water heaters, toilets, and showers in shower house. Keeping the walls and

- fixtures clean are also an issue. The water system could use a filtration system for the shower house and the campsites to clean the water before it continues into these areas.
- 2. Ongoing development projects include the two new rental cabins, the Adams and Blue Dun Loops water system replacement, CXT and shelters, and the replacement of the fish cleaning station.

- The park has entered into the Woodshed Temporary Concession Agreement again this year for the automated wood dispenser.
- The contractor started work again on the utility building showers and restrooms remodel during the last week in April with the intent to have it ready by May 24, when the campground was set to open. However, it didn't happen due to the wrong water heater being sent, weather issues, and other problems that arose. By the end of June, the lights, new doors, and roof were still not completed.
- There was one gentleman who complained about the utility building being remodeled and that it was "false advertising" when he found out they were not completed. He demanded his money back, but overall, most people have been very understanding. In addition to the six portable toilets that were rented for the duration of the construction, four more were added because of the high use.
- The bear-proof dumpsters delivered in May have lids that are too heavy for children and some women to open and lift. Staff will consider options to help with these problems.
- A rack has been built near the park's boat ramp for the First Time Adventure Program kayaks. Both the kayaks and fishing equipment have been used, but a plan still needs to be made for each item: how to teach, what to teach, sign-off sheet, ages, etc.

Park/Program Usage

- The campground opened to dry campers the week of May 7.
- The weather was beautiful and yet day use was down again this year for the opening of fishing on the lake.
- The campground was full for five nights in June.
- Day use in the park has continued to be low because of slow fishing. Some very large fish (one 17 pounder, several 10-13 pounders) have been caught. There have been bank anglers, but there has not a report of how they are doing.

Program Services

• Interpretative programs began in June with a good turnout and variety of subjects: Boat Safety, Tips & Tricks to Fly Casting, Hooked on Henrys Lake, Captain Andrew Henry, Mountain Survival Skills, Walkin' in Sunshine, and Bear Safety & Identification.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	5	77
Interpretive Programming	4	99
Jr. Ranger Programming	4	43
School Programming	0	0
Special Events	0	0

Preservation of Natural, Cultural, and/or Historical Resources

- A park flora and fauna list, with photos to enhance it, has been made. The list will be a continuing project.
- Plans have been made to update or develop new interpretative panels in the park. Pictures have been taken to record the information currently on the signs.

- A sign has been completed to inform the public about the park's nesting swans and ask them to give the swans their space. Five or so signs will be posted in the ramp, campground, and trail area of the park to protect the swans.
- The new tractor has a mower, so staff will be able to maintain the park's fire breaks as needed.
- The park's nesting swans did not nest this year.

Staff Training

 Park staff had seven hours of orientation training on May 19 as staff readied for the opening of the campground.

Strategic Plan Actions

- A plan has been made to put bicycle tent sites on the bench above the day use parking lot. Henrys Lake is along the Adventure Cycling Mountain Bike's Great Divide Trail making the park just off the trail.
- The Adams and Blue Dun restroom/shower facility remodel continues as well as planning for a new water system.
- Staff has discussed the need of a new sign on Highway 20 and decided to contact Idaho Dept. of Transportation to have one made like the highway signs in the area.
- Reflective logos will be purchased to cover the old logo on the existing highway signs.
- IT staff is coming to the park July 9 to add another WIFI hotspot and repair the Netsys boxes that the lightning damaged in May.

Manager's Narrative

- Contract for trash hauling vendor (PSI Waste System) was reviewed and then re-written by Deputy Attorney General.
- The lake was 100% full and the ice came off between April 27 and May 6. It melted at the beginning of April last year.
- The fish came into the shore the beginning of May. Staff was hoping for a good opening weekend of fishing, but the reports were not very positive. Many shore anglers said they did not catch any fish. The lake fishing seemed to be better, but there were still many who did not catch anything.
- The water leak in the Caddis Loop was fixed, the water tested, and results received the day before the campground opened on the 24.
- New valves have been ordered for the shower in the family bathroom at the Shower House. When staff tried to repair the old one, it came out in pieces. It was repaired as well as possible and put back in the faucet.
- Charlie Mazzone from DEQ made a visit to the park because of some of the numbers for Caddis' large storage absorption system he had calculated were incorrect. Staff took him on a tour and it was decided to have someone look at the system and fix the septic convertor (display) which had gotten wet and quit working. The bid from the company came in at \$1,367 to replace the convertor. The manager and ranger met with Charlie and Terry Caldwell as a follow-up to Charlie's first visit. A plan was made to replace the convertor and put it above ground instead of in the hole it was in before.

MESA FALLS RECREATIONAL AREA

Issues Not Being Addressed

- 1. Communication issues (phone and radio). Due to its location, improvements here may not be a reality without a large capital investment. We will research ideas with IT staff in Boise.
- 2. Budgetary issues/increases related to appropriate staffing and the needs for the revitalization of the resale operation.

- We are emphasizing and taking the whole resale program at Mesa Falls in a new direction. We are working with the USFS to revitalize displays, better utilization of floor space, explore new items, improve efficiencies, and have better oversight of the operation.
- Mesa has been going at a hectic pace. Even with all our pre-orders and over-stocking we are still running out of certain items at the store. Operational budgets are falling behind sales and needs for additional inventory. We can't increase sales/revenue if we do not have inventory to sell.

Park/Program Usage

- Mesa is open for the season and opening weekend was very busy.
- So far, this season we have had no educational or interpretive efforts at Mesa. Now, with the loss of our chief interpretive ranger, we may have to cancel any plans we have made.

Preservation of Natural, Cultural, and/or Historical Resources

• After discussions with the USFS, IDPR, and Fremont County regarding protection and preservation of the Inn during the winter, it has been decided we will no longer operate the winter warming hut.

Staff Training

Cooperative and coordinated training between the USFS and parks did not take place. This is a
goal we will be working towards in the coming season, as part of the Mesa Falls operational
revamp.

Strategic Plan Actions

- We will be concentrating on expanding our programming, where appropriate and possible.
- Revenue generation increases of 3% will be sought by improving store items and marketing on web sites.
- Additional inventory may be required to meet this goal and increases in spending authority are being sought.

Manager's Narrative

- Increases in spending authority helped us get up and running this season.
- Routine meetings to discuss the future of the Mesa Falls operation have slowed with the busy season and the loss of key USFS employees. We do have a direction and have been fleshing out appropriate plans but have now entered a holding pattern.

LAKE CASCADE - THERESA PERRY, PARK MANAGER

Issues Not Being Addressed

- 1. Radio communication needs: No new activity or information on this issue. Park staff have found methods to make the existing system work: relaying information, moving locations, or using cellular service.
- 2. The need for an angling area that meets the accessibility needs of those with mobility limitations exists. The schedule or funding for this project is a priority.

Customer Service

- All units were open and ready for the Memorial Day weekend and the start of the reservation season.
- The Sugarloaf dock system was successfully repaired after a spring storm caused damage, and an in-park system—modeled after the Sea-Flex system—was installed. The unique skills of one of the park's rangers to scuba dive, assess damage, and make the repairs provided significant time and cost savings.
- The park is partnering with Kelly's Whitewater Park and the Cascade Chamber of Commerce for the seventh year to operate the Visitor Information Depot located at Kelly's Whitewater Park. For a second year the Southern Valley County Rec District (SVCRD) will join the partnership. This

additional partner will reduce the employee cost per organization. The Depot opened June 22 and will be in operation Thursday through Sunday for a total of 24 hours per week.

Park/Program Usage

- Howdy's Ice-Off fishing tournament was held on April 28 and 29.
- The park closed the Van Wyck unit on June 1 in preparation for the Cascade Chamber of Commerce Family Day held on June 2. The event provided live music, food vendors, and activities. The attendance for this first-time event was relatively low, so it being held in the Van Wyck unit in the future has not been determined.
- The park staff hosted one bass tournament in May and two bass tournaments in June.
- Blue Heron and Big Sage units were the base for Southern Idaho Sailing's first regatta (the Cascade Cup).

Program Services

- Park staff provided information on fish anatomy and completed a dissection for a group of fifth grade students from Cascade Elementary.
- Park staff continued providing programming for the Cascade after School program through May, serving K-5th grade students.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	3	29
Interpretive Programming	2	60
Jr. Ranger Programming	5	75
School Programming	3	32
Special Events	5	459

Preservation of Natural, Cultural, and/or Historical Resources

- Park staff worked with the Rotary club volunteers to plant approximately 150 seedling trees and bushes throughout the park.
- Significant numbers of ground squirrels in the Poison Creek and Sugarloaf units are creating problems with the park's grounds, landscaping, and irrigation system. The damage also creates trip and fall hazards for visitors.

Staff Training

- Training needs identified: reservation system and Crucial Conversations.
- Two of the park's rangers attended noxious weed identification and control method training.

Strategic Plan Actions

- Reservation-based camping started on Memorial Day weekend for Crown Point campground.
 Park visitors are mostly supportive of this change. The numbered site designation in Van Wyck has also been received well—with a few overcrowding issues.
- The Park has secured a firewood provider for the summer and is selling bundles in all campgrounds.
- Park staff met with IDPR's IT resource manager to discuss WIFI service at the Ridgeview and Poison Creek units along with service at the new building site. Work will continue in July.

Manager's Narrative

- We have hired a seasonal employee who will be primarily assigned to fee and rule compliance: this staffing change has supplemented and improved the level of service the park provides. The park has also added a maintenance volunteer whose efforts are dedicated to completing maintenance-related tasks.
- The park manager participated in panel interview process for a Cascade After School Program (CAP) coordinator position which is funded through a 21st Century Education grant. The park has provided programming for CAP for the last several years.

- In June, framing continued at the new Visitor Center, and plumbing and HVAC work began. Manager met with the adjacent landowner regarding a fence that has been placed on IDPR land. The fence will be removed but the boundary line will need to be re-surveyed to confirm the property lines. Manager also met with development and the Education and Experience Program Coordinator to discuss the details of creating the new interpretive displays for the building.
- Visitors who launch their boats and then park on the adjacent city streets are, at times, creating safety and traffic problems. A site plan with additional parking for Van Wyck is needed.

LAKE WALCOTT - TRAPPER RICHARDSON, PARK MANAGER

<u>Issues Not Being Addressed</u>

- 1. Lack of adequate shop facilities make it difficult to store our equipment during the winter, resulting in more repair work and faster wear on our equipment. This also makes working on equipment more difficult due to lack of space.
- 2. The trees in the park need substantial trimming. Currently we only have the manpower and time to deal with safety hazards and storm damaged trees.

<u>Customer Service</u>

- Requests for Group Use Permits for family reunions, weddings, and other events were strong this
 spring. The park received many phone calls as to open facilities and possible visits for later in the
 spring/summer.
- We've had many compliments on the condition of the park and had to turn away campers due to being full.

Park/Program Usage

- Camping in April was higher than normal including both local campers and snowbirds. The water in the RV campground was turned on and the RV restroom and showers made ready earlier than normal to accommodate early campers.
- The Mini-Cassia Leadership Group stopped at the park in April to learn about the park's history and visitation.
- On weekends when the weather cooperated the RV slots were mostly taken, even in early May.
- May park usage included a disc golf event, elementary school students coming to complete Jr.
 Ranger books and earning badges, church dinners, scout gatherings, and our first LARPing event of the season.
- With the warmer weather in June, fishing tapered off but boating picked up. The park was full every weekend, and camping during the week was increased. Day use also increased over this time last year, with more people coming to the park to picnic and spend the day.

Program Services

- Local cub scout groups came to complete their JR Ranger booklets and received their badges.
- In June we had two local scout groups hold their annual day camp with about 300 total participants.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	3	400
Interpretive Programming		
Jr. Ranger Programming	2	90
School Programming	1	60
Special Events	8	400

Manager's Narrative

• A local Girl Scout Troop constructed and donated five bat boxes to be hung in the park.

- In the process of replacing many of the older park signs, especially the Dogs on Leash and No Parking signs.
- The local disc golf club has been helping to replace several worn out tee pads and working on possibly expanding the course with a couple more holes.
- We are preparing for the large LARPing event taking place in July.
- Ranger has been working with development on our restroom/shower remodel in the RV. We anticipate work starting early this fall.
- South Region Crew was here early in June and helped install three new fountains that were delivered. We determined that two of the fountains would require substantial ground work to replace as the valves are not functional. We plan on this happening in early October.

LAND OF THE YANKEE FORK - JONI HAWLEY, PARK MANAGER

<u>Issues Not Being Addressed</u>

- 1. The park needs to have the Park Aide II as a full time **classified** office specialist position or funding for a benefitted seasonal position. We lost the interpretive specialist position back in 2010 and the park struggles to provide programming at the level it used to. This position is doing the work of three park aides and the interpretive specialist. There is more than enough work for this position to be fulltime, the park is years behind in updating and verifying artifact records and continues to try and offer more programs each season.
- 2. The Forest Service will only have two people for six weeks available to help at Custer. They also have duties on the forest outside of Custer. The dwindling budgets and staffing of our partner agencies put more responsibility on the state park employees to keep things up and running. The funds cover one park aide II fulltime in the summer and part time in the winter. There is one 3.5-month position at Custer and one five-month seasonal at the Interpretive Center. The other seasonal positions are at Bayhorse and trails; funding comes partially from the recreation portion of the budget. This is not adequate to make improvements and move forward with the cataloging of artifacts efforts and provide quality interpretation for the visitors. We have run short the past few years and the increase to the FY19 budget will cover those shortages plus a little.
- 3. The Bayhorse ranger position needs to be moved into at least a ¾-time classified slot. This position provides environmental testing and other monitoring jobs, fee collection and has the interpretation for the Ghost Town. The job duties put this position in the same category as most classified rangers. Off season (winter) time would be spent repairing equipment along with designing programs for the summer season, and applying for grants to help do work in the town site. The park cannot afford to lose the ranger and expect someone to step in and do all the same jobs at seasonal wages. This position also does not receive CEC increases like the classified positions.

Customer Service

- The Yankee Fork Gold Dredge opened Memorial Day weekend.
- Custer City opened Memorial Day weekend.
- Park is selling registration stickers for ATV, boat, invasive species, and snowmobiles; we also carry the USFS Challis and Salmon area maps

- We are offering kids the chance to become a Junior Ranger by participating in the park program.
- Visitors have been panning for gold and get to keep a flake or two as a souvenir.
- In June, 2,062 visitors took the Yankee Fork Gold Dredge tour and 4,449 visited Custer City.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	25	112
Interpretive Programming	12	58
Jr. Ranger Programming	2	5
School Programming	4	110
Special Events	1	308

Preservation of Natural, Cultural, and/or Historical Resources

- The volunteer worked on artifact sheets and updating accession catalogs.
- Staff worked on accessioning artifacts and research, and rebuilt artifact box for Custer
- Opened Custer, set up the museum, and put out artifacts for the summer season.

Strategic Plan Actions

- IDPR staff participated in the Challis Trails Summit. We had a table with literature, the ATV simulator and other trails equipment available.
- Worked with USFS planning for the upcoming Custer Day event.

Manager's Narrative

- The Special Use Permit for the Ride the Bayhorse weekend was approved.
- Bayhorse, Custer, and the Dredge opened for the season in May.
- The parking pad at the old Hilton site in Bonanza was cleared for our trailer site. We are waiting on a quote for the water and sewer hook up to be completed.
- Our seasonal from Mississippi returned for a second season to work at Custer. He got moved in to Bonanza and was there to work the Memorial Day weekend.
- The park is continuing to be overrun with people that think this park is just a rest area and there should be no fees. While the park is well signed, and a kiosk at the bridge and signs on the bathroom doors staff deals with an average of 4-5 irate visitors a day arguing about having to pay a fee JUST to use the bathroom.
- Bayhorse was again an aid station for the River of No Return Endurance Run. It was a very successful event with lots of new people being exposed to the park and the history. They had over 300 runners signed up for the three runs.

<u>LUCKY PEAK - SURAT NICOL, ASSISTANT MANAGER</u>

Issues Not Being Addressed

- 1. Spring Shores master plan is needed to study feasibility of expanding the marina slips to reduce wait time and to improve facilities. Project will require customer surveys, engineering, and fiscal impacts. *Funding awarded*.
- 2. An automatic irrigation system is needed at Discovery. Current bayonet system is expensive, labor intensive, inefficient, and parts to maintain current system are increasingly difficult to find. The project will require an entire new system as all lines are failing. A new electrical system and pump will also be required. *Funding awarded*.
- 3. New shelters at Sandy Point are needed. Picnic shelters are in high demand and will bring in additional revenue to the park. Sites need to be identified along with cost estimates and construction time. Amenities such as water and power would need to be addressed. New shelters would provide additional opportunities for special events such as small concerts and interpretive activities.

- Concessionaires at Sandy Point and Spring Shores set up in April.
- Dry storage option at Spring Shores is at an all-time high. We now have a waiting list for dry storage in addition to a waiting list for wet storage.
- In June, Spring Shores filled by noon twice and we had lines extending approximately ¼ mile. Visitors had to wait 20-60 minutes before a parking space was available. This may become the new normal as the population of Boise grows.

Park/Program Usage

- Spring Shores served as a parking and shuttle area for the 41st Race to Robie Creek. Lucky Peak has been an active partner in this event since 1996.
- Discovery hosted the first of two Outside Days. We have hosted this event for about eight years. It is used to get elementary school children into the park to participate in hands-on activities. Timberline High School students mentor, teach, and assist the elementary school kids.
- Idaho Coalition for Motorcycle Safety held its annual Motorcycle Safety Awareness rally at Sandy Point. Approximately 500 motorcycles of all types met at Sandy Point and started a preplanned route to the Capitol to promote motorcycle safety.
- The YMCA organized the Famous Idaho Potato Marathon that started at Sandy Point. About 1,000 runners participated in the full, half, and 5K runs.
- Spring Shores hosted the annual Spring Moorage meeting for marina customers. Basic rules, upcoming events, and other information was shared with new and current moorage customers. Approximately 60 clients attended.
- In May, Spring Shores hosted the On-the-Water training portion of Marine Law Enforcement School. Seventeen new marine deputies received hands-on training on vessel operations, towing, trailer use, marine law, safety inspections, and law enforcement.
- Memorial Day was a bit cool and overcast so the park was not too busy. This gave us a nice break-in period for new crew members.
- Ranger organized the second annual First Time Adventurer's program at Sandy Point. Two members of a local Mountain Man group came to tell about what life was like in the early 1800s showing period firearms, costumes, equipment and throwing demonstrations with knives and tomahawks. The Mountain Men were a big hit and we hope to bring them back for future events.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	2	150
Interpretive Programming	0	0
Jr. Ranger Programming	1	42
School Programming	4	217
Special Events	4	4,015

Preservation of Natural, Cultural, and/or Historical Resources

• Rotary Club donated and planted 20 milkweed plugs at Spring Shores. This will be a great help as we establish a butterfly/hummingbird garden by the store patio. We will continue to establish areas for wildlife enhancement.

Staff Training

- Staff passed exams to recertify their chemical applicator license.
- Staff attended reservation training at HQ and marina staff were trained on reservation procedures.
- Staff attended a week-long interpretive training at Dworshak.
- Assistant manager attended Verbal Defense and Influence instructors training and joined the Strengths Assessor team.

Strategic Plan Actions

- Continued work on installing sailboat docks at Spring Shores.
- Starting the process of acquiring sponsors for the Sailing Academy at Spring Shores.
- Assistant manager met with Boise City Parks to discuss setting up sailing classes, scheduling, and instructor qualifications. Also met with Southern Idaho Sailing Organization (SISO) on infrastructure and on the water practice times for potential instructors.
- Staff are developing the park's interpretation program.

Manager's Narrative

- MAV was selected as the security company for Spring Shores Marina. This will be the first year for this company and they started in May.
- PBS filmed a short segment on fire prevention at Sandy Point. The film will be used as an education tool for fire safety this spring.
- South Region Crew helped with dock installation at Spring Shores. Labor and equipment is IDPR's share of a WIF grant that also includes Ada County Waterways (ACWW), Southern Idaho Sailing Association (SISO), USACE, and Boise City Parks as partners.
- The Capitol Gypsies Good Sam's Club had 15 volunteers come out to Discovery to help rake pine needles, plant flowers, and prune rose bushes. Most participants are over the age of 60 and they did a great job helping us out. This is the third year they have come to the park.
- Deteriorating traffic counters were replaced.

MASSACRE ROCKS - KEVIN LYNOTT, PARK MANAGER

Issues Not Being Addressed

- 1. An interpretive seasonal is needed at the park to provide our visitors educational programs.
- 2. We are seeing a trend over the past three years of not being able to find applicants to fill our seasonal positions at the park, mostly in the maintenance end of our operation. We are hoping that with an increase in our seasonal salary budget, we will be able to entice more applicants to the park by increasing our seasonal salaries. We will see if that happens in the next hiring cycle in the coming year.

Customer Service

- We were able to get all facilities up and running by May 1, but we did have a major main-line water break early in the month that shut down the water system for two days as we made repairs to the four-inch water main in the lower loop campground.
- We were finally able to fill all our seasonal positions after the Memorial Day weekend, we are now functioning with a full staff.
- Because of high river flows, we have not started our canoe/kayak rental program yet. It appears that the Snake River will remain high through mid-July, which will prevent us from safely renting our boats until later in the month.
- We began moving fire breaks along our park roads in June and hoping to complete the project before the fire season gets underway.

- May was a busy month with a higher-than-average campground occupancy. We have been near
 full on the weekends, and the Memorial Day weekend had a completely full campground with 6-8
 RV units staying in our overflow area the entire weekend. Day use numbers are higher than
 average and boaters, fisherman, and disc golfers have enjoyed the nicer weather.
- We conducted school programs in May, with the last school group coming to the park on May 30. We also had our first major group using the Canyonview group area and a second, smaller group of alternative high school students learning survival skills in the group area as well.
- Hiking and biking trails were mowed prior to the Memorial Day weekend.

• June saw busy camping and day use numbers which continues a trend that began in April of this year. We have been near full on the weekends throughout the month, and even with higher-than-average temperatures, we remained busy throughout June. Boating, fishing, and disc golf users have been using our facilities in high numbers.

Program Services

- Without an interpretive volunteer this year, our interpretive programming efforts are minimal in 2018. Ranger has been conducting his popular Rattlesnake Show every Saturday afternoon, and attendance has been quite high.
- Manager assisted the City of American Falls Safety Splash by providing a water safety program at the event.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming	4	203
Jr. Ranger Programming		
School Programming		
Special Events	1	125

Manager's Narrative

- The date for the annual Bring on the Heat Disc Golf Tournament has been set for August 4 this year. The event will not be sanctioned by the PDGA as it was in 2017, and there are no plans to create a second year of the Snake River Tournament Series that began last summer.
- On June 9, a range fire started across the Snake River from the park and it burned 900 acres before crews could get the range fire under control. The fire did not cross the river, so no damage was seen in the park, but the historic Joe Winters hermit cabin was consumed by the flames. The cabin was 83 years old and was a landmark for visitors coming to the park since its creation. We have been contacted by staff from BLM and BOR after the fire, and they are interested in writing a grant to have the cabin rebuilt in the future.

PONDEROSA - RICHARD TAPLIN, PARK MANAGER

Issues Not Being Addressed

- 1. Staffing issues need to be addressed for both seasonal and classified positions. Wages and cost of living issues are making it difficult to hire and retain personnel.
- 2. Replacement of critical equipment is needed.
- 3. Staffing, storage of linen, and funding for the proposed new deluxe cabins remains an issue.

Customer Service

• Lots of educational programs have been provided to customers.

- MOSS and Early Roots Nature School has ended their school year use of the park until next fall.
- Master Naturalist training programs finished up.
- Lots of school groups visited the park in May.
- Sharlie Shuffle, Just Try It bike event, and Migratory Bird Day were just a few of our programs at the park in May. Good attendance at each event.
- Trail day, free fishing, Bark in Park, and Fun Run events all took place in June with good attendance at each event.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	7	590
Interpretive Programming	18	844
Jr. Ranger Programming	5	260
School Programming	68	1,572
Special Events	7	755

Preservation of Natural, Cultural, and/or Historical Resources

- MCH pouches for Douglas fir beetle control were deployed over 70 acres of high-use areas.
- Hazard tree removal continued along with noxious weed control/management and insect control. Staff Training
- Staff attended Master Naturalist presentation and a two-day fire conference in April.
- Staff attended interpretive training in May.
- Staff attended forest management conference and an invasive weed conference in June.

Strategic Plan Actions

- Working with Early Roots Nature School to increase educational programing.
- Working with Master Naturalist program.
- Continued to work with Valley County on July 4 issues.

Manager's Narrative

- Gave a presentation to Master Naturalists about forest and fire ecology, and park management.
- Park continues to offer educational opportunities and a recreational area that the public, other agencies, and park staff continue to promote.

THOUSAND SPRINGS – DAVID LANDRUM, PARK MANAGER

Issues Not Being Addressed

- 1. Staffing of both seasonal and full-time remains an issue as we are short of manpower and falling behind on building and grounds maintenance.
- 2. Seal coating the roads and trails at Malad Gorge needs to be addressed. We have grass growing through cracks in the roads and trails, making the cracks larger each year that it goes without repair. This has turned into a safety hazard and will only get worse as time goes by.
- 3. The bridge at Ritter Island needs to be completely repaired to more fully utilize the facility and allow for emergency vehicles to gain access to the island.
- 4. Need to replace old wood docks at Crystal Springs, we have repaired them so many times and they are on their last leg.
- 5. The roof on the residence at Billingsley Creek and the residence at Bonnieview need to be replaced. After each wind storm there are shingles on the ground. They should be replaced before winter and more severe damage occurs from snow.
- 6. The irrigation pipe coming off the springs above Ritter Island has worn thin and is leaking. Needs to be replaced to keep irrigation over all the Island functioning so trees, grass, and crops won't be drying out.

Customer Service

• Proper signage is needed to all the park units to help visitors see all we have to offer.

- Spring weather brought increased usage especially in Box Canyon and Malad Gorge.
- Weddings and reunions bring many people to the park. We've had seven weddings bringing a total of about 1,500 people this season.

- Hagerman Bird Festival had 96 participants who visited Box Canyon and Ritter Island.
- We have seen visitation grow as the temperatures have risen, all parks have increased daily use.
- We held a Planting Day at Ritter Island with the Old Time Tractor Association and Southern Idaho Draft Horse and Mule Association plowing and planting oats.

Program Services

- Buhl second grade students came for a tour of Ritter Island.
- OHV safety courses are being held at the park.
- We gave one tour to the Twin Falls Chamber of Commerce Leadership Council in June.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming	3	38
Jr. Ranger Programming		
School Programming	1	120
Special Events	1	100

Preservation of Natural, Cultural, and/or Historical Resources

- In April we had our first reservations for the houses on Ritter Island.
- The houses are becoming more popular as word gets out.

Strategic Plan Actions

• We have begun taking reservations for the houses and weddings at Ritter Island. This will help by bring more income to the park.

Manager's Narrative

- A Rupert Girl Scout troop donated bat boxes for the park.
- We had the start of the season BLM fire meeting in Shoshone.
- Another visitor center meeting was held at HQ in Boise with the NPS.
- A new trail has been added to the trail system at Billingsley Creek State Park for the harvest season to give the walkers to the park an alternative trail to use and to be safe from the farm equipment. Harvest should end the middle of August.

THREE ISLAND - NITA MOSES, PARK MANAGER

Issues Not Being Addressed

- 1. **Classified Staffing:** The seasons are long, and visitation continues to grow every year. However, classified staffing levels remain the same since the cutbacks of 2009. Both ³/₄ FTPs positions that were cut in 2009 are integral positions to the continued success of Three Island Crossing State Park and should be reinstated to full-time positions.
- 2. **O&E** and Seasonal budgets: Park's utilities continue to increase each year and were 7.36% higher in FY17 than in FY16. Current O&E and seasonal allocations remain the same and are insufficient for the visitation experienced at Three Island.
- 3. **Infrastructure:** The Park's infrastructure is aging and the costs of maintenance supplies and services are the second and third highest costs respectively after utilities.

Customer Service

- The Oregon Trail History and Education Center (OTHEC) is now open daily from 9:00am-4:00pm.
- As typical this time of year, we have seasonal 30-day layoff periods and volunteer turnover. However, new volunteers and shuffling of staff has been very efficient this year.
- Met with disc golfers about partnering on maintenance and upkeep of the disc golf course. We plan to pave the tee pads and hope that we may partner in that as well.

Park/Program Usage

- Resale revenue and visitation numbers are up from 2017.
- Visitors from 20 states, as well as 2 countries, visited the park in April. In May we saw visitors from 27 states and 7 countries, and in June it was 30 states and 8 countries.
- Apart from a couple rainy weekends the park has been completely booked every weekend since the peak season began on March 16.
- Visitor comments included:
 - "First class facility and welcoming staff!"
 - "Highlight of our time in Idaho!"
 - "So interactive- even our five-year-old loved it!"

Program Services

- This summer we are hosting a series of Pioneering into the Future STEM Challenges presented by Glenn's Ferry Library.
- The Boise State University Archaeology Department arrived again on May 7 and will stay until June 7. They come every year and dry camp down by the river as they study.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	7	184
Interpretive Programming	1	25
Jr. Ranger Programming	3	68
School Programming	7	199
Special Events	1	23

Preservation of Natural, Cultural, and/or Historical Resources

- Park staff worked with the Rotary group out of Twin Falls and scouts to plant 90 seedlings which were paid for by the Rotary Club.
- The maintenance crew has continued spraying throughout the park around the sites, curbs, sprinkler ports, and trees; the new sprayer is working wonderfully.
- Park staff has been limbing several trees that campers complain touch their RVs and motorhomes. Clean up of fallen branches and limbs is also continuous.

Staff Training

- Manager attended a Treaty Rights Seminar at Fort Hall.
- Staff attended the Jr. Ranger/Intro. to Interpretive Training at Three Meadows Camp in Dworshak.

Strategic Plan Actions

- Three Island Crossing Event committee meetings continue for the 2018 event.
- Park manager continues to work with the Chamber and City on ways to promote the town to park patrons.

Manager's Narrative

- Management met with BLM Wildland firefighters to discuss fuel reductions at Bruneau Dunes.
- Maintenance Craftsman Senior met with Aerial Archaeology Northwest on filming the Oregon Trail throughout the park with a drone.
- Paving crew prepped, applied black jack seal coating, and striped the Visitor Center parking lots.
 Trails in trailside campground and ADA site as well as smaller areas throughout the park were prepped.
- Manager met with Southwest Idaho Rural Development Director who wanted to discuss a potential grant to provide rental bicycles and store them at the park.

SOUTH REGION MAINTENANCE CREW - CHRISTOPHER RE, FOREMAN

Bruneau Dunes

• June - Removed overgrowth on existing fire break on the northeast border of the park.

Eagle Island

- April Graded main road to equestrian/shop area. Graded and spread road mix in overflow parking area.
- June Assisted staff in putting a sun-shade sail over play area.

Harriman

- May Graded roads and parking areas around the park.
- June Installed two "prep" tables and two large-group-sized grills in new shelter area and landscaped area.

Lake Cascade

• April - Put in Sugar Loaf handling docks for the season. Exposed leaking water line at Crown Point.

Lake Walcott

• June - Worked with park staff to identify valves that need to be replaced for new drinking fountains: four fountains had good valves and could be replaced at the time. Removed old fountains, reworked the plumbing, and installed the new fountains.

Lucky Peak - Spring Shores

- April Spread approximately 150 yards of road base in the overflow parking area to help create better drainage. Assembled new docks for sail boat area. With low water situation, we built the docks in three sections and anchored them to the handling docks till full pool when we can put them into place.
- June Installed new traffic counter at entrances for different park units.

Non-Motorized Trails

 April - Moved snow groomer to headquarters from the Gold Fork parking area, Idaho City yurts area.

South Region Crew

• June - Machine maintenance, lube/oil filter on Region's backhoe.

Thousand Springs/ Malad Gorge

- April Graded Billingsley Creek parking lot, trail along river, and road to manager's house. Graded Box Canyon trail from parking area to overlook. Graded Niagara Springs and the shop area.
- May Decommissioned existing potable water bladder system. Dug up old 3,000-gallon water tank, disconnected existing water lines, removed the tank and capped the water lines. We then landscaped the area so it was ready for grass/grass seed. We also moved a thirty-foot steel pipe from Billingsley Creek unit to Ritter Island park unit.