AGENDA

Wednesday, December 1, 2021

- 9:00 A.M. (MT) Call to Order – Chairman Beckley
  - Roll Call
  - Welcome and Introductions / Chairman Beckley and Director Buxton
  - Additions or Deletions to the Printed Agenda
- Consent Agenda – Action Item
  - Approval of Minutes
    - August 11-12, 2021
    - August 18, 2021
- Director’s Report – Director Buxton
- Introduction of Joy M. Vega, Deputy Attorney General – Director Buxton
- Potential Legislation – Director Buxton
- Farragut Turkey Archery Hunting – Action Item – David White
- Trail of the Coeur d’Alene’s Easement for Access Road – Action Item – David White
- Group Use Fees – Action Item – Garth Taylor
- BREAK
- Pending Administrative Rules – Action Item – Seth Hobbs
- Pending Administrative Fee Rules – Action Item – Seth Hobbs
- Policy 8010 Amendment Process for New State Park Acquisition – Action Item – Adam Zaragoza
- Policy 8020 Development of State Parks and Recreational Trails – Action Item – Adam Zaragoza
- NOON – WORKING LUNCH (PROVIDED)
- Endowment Fund Investment Board – Chris Anton and Chris Halvorson
- Policy 5040 Grant Conversion Policy Update – Action Item – Kathy Muir
- Cascade Marina RFP - Troy Elmore
- Idaho Heritage Trust – Calendar Project – Action Item – Susan Buxton, Katherine Kirk
- Benewah Lease Cabins at Heyburn State Park — Septic Facilities/Inspections — Troy Elmore
- U of I MOU – **Action Item** - Susan Buxton
- Board Elections – **Action Item** - Board
- 2022 Meeting Dates and Locations – **Action Item** – Brian Beckley
- Program Reports / Staff will stand for questions
- Old/New Business
- Public Comment Period
- **Executive Session** - **Action Item**
- **RECESS TO NEXT DAY**

- **Thursday, December 2, 2021**
  - **8:30 A.M.** – Optional Tour of Thousand Springs State Park, Billingsley Creek, Ritter Island and Box Canyon.

* 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.”
  - (c) “To acquire an interest in real property not owned by a public agency.”
  - (f) “To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.”

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.
AGENDA

Wednesday, August 11, 2021

- Call to Order – Chairman Beckley called the meeting to order at 8:30 A.M. The Chairman requested Ms. Mills to conduct a roll call.
  - Board Member Beckley - Present
  - Board Member Fatkin- Present
  - Board Member Black- Present
  - Board Member Doman – Present
  - Board Member Roach – Present
  - Board Member Eastwood -Present

Also present during all or portions of the meeting either in person or on the phone, were the following individuals:

Susan Buxton – Director
Betty Mills – Management Assistant to the Director
Troy Elmore – Operations Division Administrator
Garth Taylor – South/East Region Manager
Steve Martin – Fiscal Officer
Craig Quintana – Public Information Officer
Seth Hobbs – Registration/Reservation Program Manager
Adam Zaragoza – Development Bureau Chief
Dave Claycomb – Recreation Bureau Chief
Debbie Hoopes – Human Resource Manager
Kathy Muir – Grants Management Supervisor
Adam Straubinger – Grants Program Specialist
Steve Strack – Deputy Attorney General
Rob Sepich – Budget and Policy Analyst
Jake Garringer – North Idaho Field Office, Office of the Governor
Sandra Mitchell – Executive Director, Idaho Recreation Council
David Claiborne – Idaho Recreational Council
Larry Laxson – Valley County
Mike Roach -
Leslie Duncan – Kootenai County Commissioner
Bill Greenwood – City of Coeur d’Alene, Parks and Recreation Director
Nick Snyder – Kootenai County
Sandy Emerson – 4 County Natural Resources Committee
Mike Gladhart – Clearwater County and Sheriff’s Office
Ted Leach – Clearwater County
Greg Dawson – Clearwater County
Jeff Connolly – Bonner County
Dave Fair – City of Post Falls
Linda Heiss – City of Sandpoint
Will Klinkefus – Kootenai County
Tamra Cikaitoga – Parks and Recreation Director for Freemont County
Catherine Bish
Ray Pipella
Shay White – Whitewater Association

**Welcome and Introductions.**
Chairman Beckley and Director Buxton welcomed everyone to the meeting today.

**Additions or Deletions to the Printed Agenda**
Director Buxton requested that the Steve Strack appreciation agenda item be tabled until a later date.

**MOTION:** Ms. Roach moved to table this agenda item until a later date. The 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.

**Consent Agenda Items – Action Item**

- Approval of Minutes
  - June 28, 2021

**MOTION:** Ms. Roach moved to approve the minutes as written. Motion was seconded by Mr. Black. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

**Open Meeting Procedures** – Director Buxton
Director Buxton provided an explanation of the Open Meeting Procedures for everyone to follow during the Public Hearing this morning.

Speakers at the Public Hearing:
Leslie Duncan – Kootenai County Commissioner
Nick Snyder – Kootenai County
Jeff Connelly – Commissioner
Mike Gladhart – Clearwater County Sheriff’s Office
Ted Leach – Waterways Committee
Greg Dawson – Waterways Board, Grant Committee
Dave Fair – Director of Parks and Recreation for the City of Post Falls
Sandy Emerson – Coeur d’Alene Resident
Linda Hise – Grant Committee
William (Bill) Greenwood – City of Coeur d’Alene, Parks and Recreation Director
Tamra Cikaitoga – Parks and Recreation Director for Freemont County
David Claiborne – Idaho Recreational Council
Larry Laxson
Shay White – Whitewater Association

David Claiborne objected to the Public Hearing Notice, alleging the time difference between Pacific and Mountain was confusing.
Director Buxton suggested the Board consider continuing the Hearing at a future date to ensure all interested parties have the correct date and time.

Ms. Roach moved to continue this Public Hearing on August 18, 2021, at 3:00 PM Mountain Time, 2:00 PM Pacific Time. 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.

Decision on Rules to be Published – Susan Buxton
Director Buxton provided an update on the Rules to be Published.

IDPR Policy Revisions – Adam Zaragoza
Mr. Zaragoza stated that in 2017, the IDPR Board reviewed and approved updates to the IDPR Policies. Per policy 1010.4.2, it states “the Board should review, amend, and ratify policies during the Fall Board meeting during odd numbered years, or upon majority vote of the Board members during the interim.” Since it is an odd numbered calendar year and following the Governor’s objective for red tape reduction, staff is recommending an amendment to policy 1010.4.2 and 1010.4.3 to allow greater flexibility in policy reviews. With Board and IDPR Leadership changes, this is a good opportunity to update all IDPR’s policies at future Board meetings.

Ms. Roach moved to follow the staff recommendations as stated, to amend policy 1010.4.2 to state: “The Idaho Park and Recreation Board is a policy setting Board, and as such provide policy direction for the agency. In order to keep policies up to date, all existing policies should be reviewed as needed. For those policies that require Board approval, the Board may review, amend and ratify policies on an as needed basis.” Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. The motion carried unanimously.

Ms. Roach moved to amend Policy 1010.4.3, “The process to review and update a policy that requires Board approval will be as follows:
1. As needed, the Director will request that a Board agenda include policy reviews, recommended amendments, or new policies, and assign staff as deemed appropriate.
2. The Director, or assigned staff member, will present to the Board the policy to be added or amended. The Board may take action on the policy by a majority vote.
3. Once approved by the Board, the human resources office will publish the final policy.” Motion was seconded by Mr. Black. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. The motion carried unanimously.

FY 2023 Budget Proposal – Steve Martin
Mr. Martin stated that since the Board approved the budget, there have been some changes.
1. Actual Health Benefit Costs and CEC have been revised to reflect the instructions included in the FY 2023 Budget Development Manual.
2. DU 12.01 – Minor changes due to variable benefit rate changes included in the FY 2023 Budget Development Manual.
3. DU 12.03 – Increase in Base Park Operating Expenses has been increased from $376,000 to $400,000. This increase reflects additional need for Operating Expenses at all parks due to increased visitation and is supported by an increase in ongoing revenue from fee increases.
4. DU 12.11 – Castle Rocks/Sheridan Property Acquisition has been added to reflect an additional $165,300 in dedicated fund spending authority to partially fund the acquisition of the Sheridan property at Castle Rocks State Park. This request is supported by the proceeds from the sale of the HooDoo property, approved by the Board at their February 2021 meeting and received by the department in June 2021.

Ms. Roach moved to approve the FY 2023 budget proposal based upon the ranked replacement and enhancement items, for a total request of $52,982,200, as summarized on page one (1) of this agenda item. The motion was seconded by Mr. Fatkin. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. The motion carried unanimously.

Grant Advisory Committee Appointments – Kathy Muir
Ms. Muir stated the Department has seventeen citizen advisory committee positions to appoint. Open positions include: three Recreational Vehicle Fund positions, three Waterways Improvement Fund positions, Five Off-Road Motor Vehicle Fund positions, and six Recreational Trails Program Fund positions. A summary of the candidates and staff recommendations are included.

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

Proposed Legislation Update – Director Buxton
The Director reported on the following proposed legislation items:
   o Passport Increase – proposed increasing the cost of the passport from $10 to $20.
   o Address Liability regarding activities in our parks – Director is working with the Governor’s office on language.
   o Safe Boating Act – Incorporating these rules into Statute.
   o Increase in Vendor Fees – Requesting to raise this from $1.50 to $3.00. The DMV’s and Vendors support this increase due to the increased costs for their services.

Billingsley Creek Water Right Exchange Update – Adam Zaragoza
Mr. Zaragoza reported that as of August 3, 2021, IDPR had received the revised application from Idaho Department of Water Right (IDWR). The application is currently under IDPR and Legal Counsel review. The Visitor Center is close to being complete but there are no exhibits there yet. There is a preconstruction meeting going on at Billingsley today for the campground.

Director’s Report
Director Buxton reported on the following topics:
   o Theresa Perry was hired as the reinstated South Region Manager.
   o We have been reviewing the FY 2023 budget request and met with the Division of Financial Management (DFM), the Governor’s Office and the Division of Human Resources (DHR) and have received their approval for its submission for inclusion in the Governor's budget. There are some minor changes that the Board is being asked to approve later in this meeting.
   o We will be working with DFM and the Governors Office on proposals for the American Rescue Plan Act (ARPA) and state budget surplus funds for qualifying department projects. The Board will be kept apprised as these go through the processes.
   o Treasure Valley Economic Partnership Meeting, July 26th – This meeting was held to address staffing shortages, the increasing cost of labor and housing needs across the state,
and outdoor recreation opportunities in the Treasure Valley and Eagle Island State Park. We have been reviewing apprenticeship and internship programs to assist with resolving these concerns. Housing options, including partnerships with other state agencies have also been explored.

- Met with City of Hagerman and toured Bruneau Dunes on June 10th – Adam Zaragoza and Director Buxton met with the City of Hagerman to discuss the Water Right transfer, the opening of the Visitor Center and the construction of the campground at Billingsley. We also visited Bruneau Dunes and were able to see the water well issues there with the park manager, Bryce Bealba. This is a difficult repair; we are looking at including this project in our request for ARPA funds.

- Aspira – Reservations have been busy for our camping and lodging facilities as have registrations. Camping and day use is up 23% over 2020. Aspira has worked with IDPR to address the requirement to measure the levels of service set forth in the contract. We came to an understanding as to the credits that IDPR would receive at the end of FY2021 and monthly while Aspira undertakes steps needed to meet their SLA obligations.

- Attended Capital for a day in Driggs, ID – June 22nd – All Idaho communities are facing the same struggles as IDPR. Employee shortages have disrupted business and increasing salaries has helped but there are still not enough workers to go around. It was nice to listen to how everyone wanted to find solutions. The outdoor recreation business community in Driggs is booming despite these challenges.

- Site Tour with Office of Energy and Minerals Resources (OEMR) and Office of Species Conservation (OSC) – June 25th – I toured with John Chatburn (OEMR) and Mike Edmondson (OSC) to look at a possible site for a wind farm on BLM land, north of Lake Walcott State Park. I will keep the Board posted as this project progresses. We discussed placing electric car charging stations at some parks throughout the state. OEMR has a grant for such projects.

- Tours of Lucky Peak, Heyburn, Old Mission, Hellsgate, Dworshak and Winchester State Parks – July 15th – 16th – We have toured with the Governor’s Office staff, the Lt. Governor and her staff, Legislators and LCSC President Cynthia Pemberton. The purpose is to show them how well the funds proposed by the Governor and approved by the Legislature, have been used, and partnering opportunities for students with IDPR.

- COVID is on the rise, the Delta variant is very contagious. The Governor has approved four hours of paid leave as an incentive to encourage and reward state employees to get vaccinated.

- The Trident Land Acquisition was denied by the Department of Lands.

The Director stood for questions.

Program Reports
Director Buxton requested IDPR staff, in attendance, to provide brief updates for their programs.

Craig Quintana, Senior Communications Officer reported:

- The television show, Good Morning America featured Osprey Point, located in Ponderosa State Park, during one of their television segments.

- Grand Opening at Billingsley Creek Visitor Center will be in April 2022.

- Newest Trails Sticker was released.

- CNN featured Bruneau Dunes and City of Rocks State Parks in one of their segments.

- Chelsea Chambers is doing a great job with social media. IDPR has a following of 200,012 people.

Garth Taylor, East Region Manager reported:

- Garth will continue to manage 1000 Springs State Park, until the campground at Billingsley Creek is complete.

- Theresa Perry was hired as the new South Region Manager.

- Theresa Perry is interviewing candidates for her old position as Park Manager at Lake Cascade State Park.

- Bear Lake State Park visitation averages $20,000 per weekend day. Even with the park entrance fee increase, our prices are still a deal compared to what Utah parks charge at $25 per day.
Troy Elmore, Operations Division Administrator reported:

- Theresa Perry will oversee Ponderosa, Lake Cascade, Eagle Island, Lucky Peak, Three Island and Bruneau Dunes State Parks.
- Ms. Perry is negotiating office space in Cascade in the Old Mill Office, owned by the Pickards.
- Gary Shelley, Park Manager at Eagle Island State Park retired. His long service to IDPR is greatly appreciated.
- Holding interviews next week for open park manager positions at Eagle Island and Lucky Peak State Parks.
- Off Highway Vehicle (OHV) program hired two new full-time employees.
- Housing issues within our parks and for our OHV employees. We have outfitted a trailer for employees to stay in if we are unable to locate other housing for them.
- The non-motorized trail program is working on signage for the Centennial Trail, using the Building Idaho’s Future funds.
- Keith Jones, the Natural Resource Program manager is very busy managing projects and mitigating dead tree removal within our parks.
- Idaho Yurt Program has been very busy with reservations this year. In the future, we look to add additional yurts.

Seth Hobbs, Reservation and Registration Program Manager:

- 23% increase in visitation to our parks this year.

Debbie Hoopes, Human Resource Officer:

- COVID continues to be a concern for our agency. Staff are being exposed to the virus as well as contracting it.
- Recruitment issues, many of our park managers are getting close to retirement.
- We have a Ranger Register which allows us to pull applicants from that list right away when needed.
- Staff housing continues to be an ongoing problem for IDPR.
- We have increased our Seasonal staff wages.
- We continue to recruit for volunteers year-round.
- LUMA – looking for HR modernization, intending to imbed HR staff within agencies.

The Board recessed until tomorrow at 8:30 A.M.

- **Thursday, August 12, 2021**
  
  8:30 AM Load Trolly and Tour of Old Mission State Park and Trail of the Coeur d’Alene.
  
  Meeting was adjourned at 4:30 P.M.

__________________________________________  _______________________________________
Brian Beckley, Chairman                        Susan E. Buxton, Director
Idaho Park and Recreation Board                Ex-Officio Member of the Board
AGENDA

Wednesday, August 18, 2021

- Call to Order – Chairman Beckley called the meeting to order at 3:00 P.M. The Chairman requested Ms. Mills to conduct a roll call.
  - Board Member Beckley – Present
  - Board Member Fatkin– Present
  - Board Member Black– Present
  - Board Member Doman – Present
  - Board Member Roach – Present
  - Board Member Eastwood – Present

Also present during all or portions of the meeting either in person or on the phone, were the following individuals:

Susan Buxton – Director
Betty Mills – Management Assistant to the Director
Troy Elmore – Operations Division Administrator
David White – North Region Manager
Craig Quintana – Public Information Officer
Seth Hobbs – Registration/Reservation Program Manager
Debbie Hoopes – Human Resource Manager
Matthew Reiber – Department of Financial Management
Sandra Mitchell – Executive Director, Idaho Recreation Council
Tom Torgerson
Larry Laxson – Parks and Recreation Director for Valley County
Sheriff Wunder – Gem County
Chief Deputy Dan Kindig – Rupert, ID
Mike Gladhart – Rupert, ID
Dave Fair – Post Falls, ID
Leslie Duncan – County Commissioner
Dave Timony
Terry Erner – Post Falls

Welcome and Introductions.
Chairman Beckley turned the meeting over to Director Buxton to moderate the Public Hearing.
Continuation of Public Hearing
Director Buxton explained, this meeting is a continuation of the Public Hearing that was held in Wallace, ID on August 11, 2021. Public Comment was heard. The Public Hearing was closed at 3:34 P.M.

Amendment or Approval of IDPR IDAPA Rules 26.01.31 and 26.01.33
Director Buxton stated that last year the Legislature did not reauthorize the rules so they would lapse as of June 30th so these temporary rules were approved by the Board going into the next fiscal year. On June 29, 2021, IDPR held a Public Hearing on this matter. Some of the public requested time for the opportunity for additional comments. It was decided by the Board to hold an additional Hearing on the temporary rules during their August 11, 2021, Board meeting. During the August 11, 2021, public hearing on these rules, an objection was made by the public regarding whether the time posted was accurate, the Board continued the hearing on these temporary rules to August 18, 2021, to ensure that all public who wanted to comment was given a full and further opportunity to do so.

Board discussion followed regarding public comments whether a cap on the WIF grants should be removed or not. The temporary rules removed the WIF grant cap of 30% that had been the practice for many years. Public comments in favor of removing the cap and retaining the cap were deliberated by the Board.

Mr. Eastwood moved for the Board to approve IDPR IDAPA Rules 26.01.31 and 26.01.33 as published. Motion was seconded by Ms. Roach. The Chairman called for a roll call vote on the motion.
Board Member Eastwood – Yes
Board Member Doman – Yes
Board Member Fatkin – No
Board Member Roach – Yes
Board Member Beckley – No
Board Member Black – No
Director Buxton abstained from voting. The motion failed.

Board Member Beckley initiated further discussion of the WIF grant cap and stated that he felt it is reasonable to set a Cap at 50%. Further Board deliberation ensued.

Board Member Roach moved to approve the IDPR IDAPA Rules 26.01.31 and 26.01.33 as submitted with the exception of the cap which they would increase to 50%. Motion was seconded by Mr. Doman. The Chairman called for a Roll Call vote on the motion.
Board Member Eastwood – No
Board Member Doman – Yes
Board Member Fatkin – Yes
Board Member Roach – Yes
Board Member Beckley – Yes
Board Member Black – Yes
Motion carried with 5 Yay and 1 Nay

Executive Session
Ms. Roach moved to go into Executive Session under authority of 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, or public-school student” and (c) “To acquire an interest in real property which is not owned by a public agency.”

Chairman Beckley requested a roll call vote to move into Executive Session:
Board Member Eastwood – Yes
Board Member Doman – Yes
Board Member Fatkin – Yes
Board Member Roach – Yes
Board Member Beckley – Yes
Board Member Black – Yes

Open Session
The Board resolved out of Executive Session by unanimous consent. No decisions were made.

Mr. Fatkin moved to adjourn the meeting. The motion was seconded by Mr. Eastwood.
Meeting was adjourned at 5:05 P.M.

__________________________________________  ______________________________
Brian Beckley, Chairman                           Susan E. Buxton, Director
Idaho Park and Recreation Board                   Ex-Officio Member of the Board
IDPR Board Meeting
December 1, 2021
Director Susan Buxton Report

Fall travel started right after our August Board Meeting in Wallace. I was able to spend several hours touring McCroskey State Park and met Joan Kerttu. She has been a seasonal worker for IDPR for 13 years after a successful career working for IDL as a forester. It is humbling to attract people like Joan to work for IDPR.

**DMVs and Registration**
The Idaho Transportation Department invited me to fly to Salmon on August 24th to meet with the Idaho County Assessors, to explain how we all need to serve the public by making the sale of the Passport, Off Highway Vehicle (OHV), boat and snowmobile stickers available at DMVs. The group was very amenable to our request, and we had a fantastic flight over and back on the State plane. Alberto Gonzales and his staff, and the ITD Board have been very supportive of IDPR. We started 2021 with 11 County DMVs selling IDP stickers, we now have over 30.
Visitation
When visiting over a few of our facilities in September, it is evident why visitation waned a little later in the summer and fall. The drought lowered reservoir levels early this year, the fire danger and smoke brought fewer visitors. Fortunately, many boat ramps were still in use even when the marinas and docks were out of the water. The public continued to seek outdoor recreation wherever possible. Our visitation, system wide through August is 5.8 million. Visitation remains high.

Legislative and Agency Outreach
To illustrate the impact on Idaho’s natural and outdoor resources, Sen. Dave Lent, Rep. Randy Armstrong, and Power County Commissioner, Delane Anderson, invited us to visit East Fork Rock Creek near Rockland, about 30 minutes south of Massacre Rocks State Park. This is a beautiful spring fed creek, stocked with trout that sees intense camping use well into shoulder seasons. There is also an OHV trail nearby that attracts our users. The property is IDL endowment land that had been managed by Fish and Game, then Power County Waterways and now IDL is looking for some options. Several weeks later, we met with Dustin Miller, Director of IDL to discuss uses of IDL land in conjunction with IDPR in this area, McCall (adjacent to Ponderosa State Park), Priest Lake and others. The thought is to better monetize endowment lands managed by IDL for recreation. I have
also met with Ed Schriever, Director of Fish and Game to discuss how we better work together to provide camping and revenue for our collective agency operations.

We have fantastic colleagues on the Natural Resources Cabinet and had a directors meeting on October 5 at the Department of Agriculture, to discuss our mutual challenges. Governor Little put IDPR in his Economic Development Cabinet and held that Cabinet meeting at IDPR headquarters on October 20. There was a high-level discussion of how the state and its agencies are integral in the state’s economic status and growth.

![Troy Elmore sandbagging the NASPD Golf Tournament](image)

**NASPD**

Betty Mills and Troy Elmore accompanied me to the National Association of Park Directors (NASPD) annual conference in Pennsylvania the week of September 7-10. These meetings are so helpful because we met NPS, FS, State Directors and their staff, vendors and others who generously spent time with us and provided ideas and encouragement for IDPR.

![Dwoshak State Park – Lori Wolff and Alex Adams](image)

![Jeff Smith – Hells Gate State Park](image)
**Lewiston, Dworshak and Hells Gate Trip**

We continue to travel to our facilities statewide and meet with other agency heads. Lori Wolff, DHR Administrator and Alex Adams, DFM Administrator went to Dworshak State Park and Hells Gate State Park with Adam Zaragoza and me. Jeff Smith, Hells Gate Assistant Manager, explained the sewer system, irrigation, and increased visitation issues. We also looked at the Hells Gate Marina and discussed the impact on construction due to the delays by our federal partner on the cost of the improvements.

We went to Dworshak and met with Manager John Seely, Ranger Jake Davis, and Randy Rausin, a fantastic seasonal. We saw the new paving at Freeman Creek and the repair/upgrade to the water system. We also showed them other needs at Dworshak, mainly the lodge and Marina. IDPR staff does a wonderful job explaining the complexities of their work in the parks and in the field. Having them available at a moment’s notice to address anything that arises in our 24/7 facilities is impressive and necessary to protect lives and our state parks.

While in Lewiston, we had dinner with President Cynthia Pemberton, at Lewis Clark State College. We discussed the increased need for an internship/apprenticeship program to bring students into state employment and to provide educational opportunities for students in our state parks and recreation facilities. We are working on that policy as it benefits all state agencies.

With my first 6 months as the Director, we held a leadership retreat at Ponderosa the week of October 25th, where we discussed the vision, we’d like to see for IDPR. Chairman Beckley and Nate Fisher (Governor’s Office) were able to join us for a portion of the meeting. Their insight was helpful for the planning of the region meetings.

The week of November 2, 2021, we held the Headquarters meeting in Boise with some in person trainings and awards. We left the next day for Coeur d’Alene. Board Member Eastwood joined us for parts of both days meetings. His participation was helpful because the staff appreciated his Board insights. The South and East Region meeting was combined in Twin Falls the week of November 9th. Board Member Roach met with the group and did a wonderful job introducing himself and describing his vision for IDPR.
Idaho State Historical Society
Jan Gallimore, Executive Director of the Idaho State Historical Society, visited Massacre Rocks and Harriman State Parks with me to look at our historical/cultural interpretation with the idea to help us update those displays and preserve the collections. We will work more with her staff in the coming months.

Meetings with the Coeur d’Alene Tribe
During the North Region meeting, Troy Elmore and I met with representatives of the Coeur d’Alene Tribe at the Rocky Point Lodge at Heyburn State Park with Manager Nate Blackburn. We were also able to discuss our partnership with the Tribe at Old Mission.
Summary
We are implementing the FY22 budget and working with DFM, the Governor’s Office and many Legislators to pass the FY23 budget once it is released at the Governor’s State of the State address. With housing becoming scarce and unaffordable across the state, not just in the Treasure Valley, we are being innovative on how to increase salaries and address housing for employees. Housing at our parks is customary and essential due to the 24/7 nature of our business. The remote locations, need for first response to protect life, limb and our state assets makes housing for employees a unique but necessary investment.

All in all, showing off our recreation and park programs and facilities has been fantastic. I am happy to say the Department is doing well and is rich with experienced, positive, and efficient staff.
AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: FARRAGUT ARCHERY TURKEY HUNTING
ACTION REQUIRED: Board Action Required
PRESENTER: David E. White, North Region Manager

PRESENTATION

BACKGROUND INFORMATION:
Idaho Parks and Recreation and Idaho Fish and Game (IDFG) partnered in the mid-sixties and agreed that although ownership of the lands bisecting throughout Farragut State Park were complicated it would be more efficient and economical to manage the units as a whole. The attached map shows property ownership. This idea was set down into a formal MOU agreement and helps govern the working relationship to this day. The earliest MOU established a coordination between the agencies for the purpose of managing natural resources including hunting. Later MOU’s fine-tuned hunting methods as well as establishing hunting safety zones with the most recent MOU finalized in July 2006.

The current MOU states the following:

III. Farragut Wildlife Management Area and Farragut State Park are adjoining properties. The Idaho Department of Fish and Game and the Idaho Department of Parks and Recreation deem that it will be more efficient and economical to manage their respective properties as one unit. Both parties desire to cooperatively manage Farragut Wildlife Management Area and Farragut State Park, realizing each Department has its own specific legislative direction and mission. The parties therefore agree as follows:

D. Management of Farragut State Park

3. IDPR will determine what recreational activities and related facilities will be allowed in the Park. Recreational activities and related facilities will not interfere with the purpose for which the lands were acquired or developed, or are managed.
   a. Archery-only hunting for white-tailed deer within the Park will be perpetuated while this agreement is in force.
   b. IDPR shall maintain privilege to establish no-hunting safety zones around residences, administrative buildings, and active high density recreational developments within the Park.

As approved by the Board, for the last 15 years there has been a regular archery only deer hunting season at Farragut that lasts from November 1 thru December 1. There is a small population of local hunters who utilize this hunting season. In 2019 IDFG asked for public input regarding adding a
turkey hunt as well as upland game birds to the opportunities in the North Idaho region that includes Farragut. The public’s responses were positive so IDFG approached park management to discuss whether we thought it would be appropriate and how we could add these opportunities to Farragut.

The public scoped by IDFG are folks from throughout the North Idaho region and a sufficient pool; hence, it was decided to explore these new opportunities. One of the questions asked was would the park consider a Fall as well as a Spring turkey season at Farragut. There was no problem including turkey into the current deer season. Originally it was requested that the Spring opportunity to be from April 1 - May 31. This time period does not work for Farragut. The park’s camping reservation period opens the first Friday of May with the park experiencing full campgrounds through most weekends in May. The park suggested shortening the hunting season allowed at Farragut to April 1 — April 30, IDFG agreed.

The hunting population is a small off-season user group at Farragut and they are present in the park during a period of time when there is not much competition from other user groups like hikers and bikers. As a courtesy, the park provides safety zone maps (see attached) to the winter recreation folks who come out to use the park. These are the same maps given to hunters so that they know the areas within the park that are closed to hunting. As the park grows and as the area’s population grows, the park has fine tuned the safety zones.

It is important to both IDFG and the Department to ensure that users have a quality and safe experience and to make sure the areas that are off limits to hunters are clearly defined. To date, the park has not had any significant conflict between hunters and non-hunters. This additional hunting opportunity requires very little from the park and helps the Department continue to fulfill its mission to improve the quality of life in Idaho through outdoor recreation and resource stewardship by providing access to all resources when applicable.

The Board is required to approve hunting in parks as stated in the Department’s Management of State Parks Policy #6010:

4.5. Hunting Wildlife

The Board may approve exceptions to the IDAPA 26.01.20.575, “Rule on Protection of Wildlife in State Parks,” in order to expand recreational opportunities in parks where it is appropriate, as well as assist wildlife managers in achieving population objectives. A 300-foot safety zone may be designated around trailheads and park facilities by the park manager during established hunting seasons.

Although the parks listed below are approved for hunting by the Board, hunting might only be allowed in limited circumstances by park rule. For example, hunting at a park overrun by geese might be allowed one day to thin the resident population. Interested persons must contact the park manager prior to arrival to ensure that hunting is currently allowed by park rule. Subject to Idaho Fish and Game rules, the Board-approved exceptions are:

- Farragut State Park. Approved for archery deer hunting.
- Hells Gate State Park. Approved for Canada Goose waterfowl hunting.
- Heyburn State Park. Approved for waterfowl hunting.
- Billingsley Creek. Approved for all hunting. Hunting is limited to short range weapons only for safety reasons.
- Castle Rock State Park. Approved for all hunting.
- City of Rocks National Reserve*. Approved for all hunting.

* The Department owns 640 acres within the City of Rocks National Reserve; the approved exception is specific to that property.
STAFF RECOMMENDATIONS:

Staff recommends the Board approve Turkey Archery hunting within Farragut State Park subject to Idaho Fish and Game rules and with safety zones and seasons as established by park management in conjunction with IDFG managers providing an additional quality, safe recreational opportunity and experience.
FARRAGUT STATE PARK ARCHERY SEASON INFORMATION MAP
AGENDA
Idaho Park and Recreation Board Meeting
December 1-2, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Trail of the Coeur d’Alenes
Easement for Access Road

ACTION REQUIRED: Board Action

PRESENTER: David White, North Region Manager

PRESENTATION

BACKGROUND INFORMATION:

There are four property owners adjacent to the Trail of the Coeur d’Alenes in the Enaville area that use an access road in the Trail right-of-way (“ROW”) as the sole means of access to their properties. The properties are owned by the Central Shoshone Water District, Woods Crushing, Inc., Jerry White, and Pentaco LLC. The Water District has a non-exclusive license to use the access road, granted to them by Union Pacific Railroad in 2003, and assigned to IDPR at the time the Railroad quitclaimed the ROW to IDPR in 2008. The predecessors in interest to Woods, White and Pentaco also had agreements with the Railroad to use the road, but such agreements have expired.

The access road is located on a portion of the ROW formerly used as a siding by a private company for a log-loading facility. The ROW at this location is 200 feet wide. Because the access road is the sole means of access to their properties, Woods and White have requested that they be granted easements, in order to have the legal access necessary for any future use or sale of their properties. IDPR policy is to not grant easements over and across the Trail ROW, because such easements may interfere with IDPR’s obligation, under the Rails to Trails Act, to maintain the ROW in a manner that allows for future resumption of railway service. After consultation with legal counsel, however, staff determined that an easement in this particular location, in a portion of the ROW formerly used as a private siding, would not interfere with current use of the Trail and would not interfere with future resumption of rail service. In order to ensure non-interference with IDPR’s obligations under the Rails to Trails Act, the easements provide that if a court determines that the easement unlawfully interferes with the re-assumption of rail service upon the Trail ROW, Woods and White must take all actions necessary to resolve the interference.

Granting the easements also resolves IDPR’s potential liability for the current condition of the access road, which includes a wooden bridge over Bear Creek that is in poor condition and in need of repair. Under the terms of the easement, Woods and White will be responsible for all maintenance and repair of the access road and the bridge.

The combined price for the two easements is $44,000.

The remaining party using the access road, Pentaco LLC, has not responded to requests to negotiate an agreement governing its use of the access road. Additionally, a building owned by Pentaco is
encroaching on the Trail ROW, and Pentaco is using portions of the ROW to store vehicles and other materials. Once easements with Woods and White are in place, legal counsel for IDPR is prepared to file an action in the local district court to resolve the trespass claims against Pentaco, if so directed by the Board.

**STAFF RECOMMENDATIONS:**

IDPR staff recommends that the Board:

1. Authorize Chairman Beckley, on behalf of the Board, to execute and issue easements to Woods Crushing, Inc. and Jerry White, and
2. Direct legal counsel to proceed with a legal action to resolve the trespass claims against Pentaco, LLC.

**ATTACHMENTS**

1. Draft Easements.
2. Overlays showing Pentaco encroachments.
Parcel 1: A parcel of land approximately 80 feet by 270 feet within the Trail of the Coeur d’Alenes Right of Way in Township 49 North, Range 2 East, Section 30, adjacent to Tax Parcel RP49N02E309500A.
Parcel 2: A parcel of land approximately 40 feet by 500 feet within the Trail of the Coeur d’Alenes Right of Way in Township 49 North, Range 2 East, Section 31, adjacent to Tax Parcel RP49N02E310350A.
GRANT OF ACCESS ROADWAY EASEMENT

THIS INDENTURE, made this ___ day of ____________, 2021, by and between the STATE OF IDAHO, Department of Parks and Recreation, 5657 Warm Springs Ave, P.O. Box 83720, Boise, Idaho, 83720-0065, (Grantor), and Wood’s Crushing and Hauling, Inc., 933 Woodside Rd. Sandpoint, ID 83864-756 (Grantee);

WITNESSETH: That for and in consideration of the consideration stated herein, the Grantor does hereby grant to the Grantee, its successors and assigns, forever, an appurtenant, non-exclusive easement for the purpose of using and maintaining an Access Roadway for the purposes herein stated over, upon, and across the following described lands situated in SHOSHONE COUNTY, State of Idaho, to-wit:

A strip of land twenty-four (24) feet wide within the rail-banked right-of-way designated in Idaho Code § 67-4212 as Trail of the Coeur d’Alenes Recreational Trailway, beginning at the eastern boundary of the Coeur d’Alene River Road right-of-way, SW¼SE¼ Sec. 30, T49NR02E, and ending at the point where the Access Roadway leaves the Trail ROW and crosses the western boundary of Tax Parcel 49N02E309500, as further designated on the Record of Survey, which is attached to this Easement as Attachment A, and by this reference incorporated herein. This Easement only authorizes use of the Access Roadway within the Trail ROW, and does not authorize any use of those portions of the Access Roadway outside the Trail ROW.

Such grant is subject to the following terms and conditions:

1. Definitions.

1.1. Access Roadway. The real property designated herein for ingress and egress and utilities to the Grantee’s Premises.

1.2 Department. The Idaho Department of Parks and Recreation.

1.3 Easement. This Grant of Access Roadway Easement.

1.4 Grantee. For the sake of convenience, the grantee of the rights conferred herein is designated as the “Grantee.” The use of the term “Grantee,” however is not intended to confer any rights beyond those conferred by the express terms of this Easement.

1.5 Grantee’s Premises. Those lands designated in the records of Shoshone County, Idaho, as tax parcels nos. 49N02E310200, 49N02E310210 and 49N02E309400, as more specifically identified by legal description in Attachment B, along with any additional lands leased by Grantee.

1.6 Trail ROW. The former right of way of the Wallace Branch of the Union Pacific Railroad, acquired by the Department for use as a recreational Trail pursuant to the Decision and
1.7 **Trail of the Coeur d'Alenes.** The paved recreational trail located within the Trail ROW.

2. **Grantee.** The following person or entity is designated as the Grantee:

Wood's Crushing and Hauling, Inc.
and/or Brian & Penny Wood
933 Woodside Rd.
Sandpoint, ID 83864-7562

3. **Grant.** The Department hereby grants to the Grantee a non-exclusive right of ingress and egress and utilities over and/or along the Trail Right-Of-Way (ROW) within the designated Access Roadway by means of motorized vehicles for the purpose of accessing Grantee's premises. Such grant is subject to the terms and conditions set forth in this Easement.

3.1 **No Use Outside Access Roadway.** Use of motorized vehicles on any portion of the Trail ROW other than the designated Access Roadway or property leased to Grantee is prohibited.

3.2 **No Parking.** Parking and/or storage of vehicles or any other personal property of Grantee within or upon the Access Roadway, or in any part of the Trail ROW, other than property leased to Grantee, is prohibited.

3.3 **As is.** This Agreement grants a right of access and utilities only: the Department makes no warranties regarding the safety or suitability of the Access Roadway and any associated structures, including the bridge over Bear Creek. Grantee accepts this Easement subject to all faults or hazards, whether patent or latent, and without warranties or covenants, express or implied, and acknowledges that the Department shall have no duty to maintain, repair, or improve the Access Roadway or otherwise make it suitable for Grantee's use. Grantee assumes full responsibility for ensuring that the Access Roadway is safe for use by Grantee and others. Grantee shall be responsible for maintenance, repair, and/or replacement of the bridge over Bear Creek.

3.4 **Shared Use.** This Easement is non-exclusive, and the Department reserves the right to grant easements and licenses for use of the Access Roadway to other land owners and to lessees of the Department. Any such grant shall require the Grantee to participate in the maintenance of the Access Roadway, as described in section 5 of this Easement.

3.5 **Speed Limit.** Use of motor vehicles within the Access Roadway shall be limited to no more than twenty miles per hour (20 mph).

3.6 **No Interference of Trail Use.** Grantee shall utilize the Access Roadway in a manner that avoids interference with, or injury to, any users of the Trail of the Coeur d'Alenes.

3.7. **Damage to Trail ROW.** Grantee is responsible for any costs incurred by Department to repair damage arising from Grantee's use of the Access Roadway.

3.8 **Non-Delegable.** The rights granted in this Easement are exclusive to Grantee, its employees, and invitees, for ingress and egress to Grantee’s Premises. Grantee is specifically prohibited from authorizing use of the Easement for ingress and egress to and from any property other than Grantee’s Premises or any additional lands leased by Grantee.
4. **Compliance with Rails-to-Trails Act.**

This Agreement is made subject to the terms and conditions contained in the Decision and Certificate of Interim Trail Use or Abandonment issued by the Surface Transportation Board on or around June 22, 2000, in Docket No. AB-33(Sub-No. 70), as extended, including but not limited to the rail-bank interim trail use conditions imposed in said Decision pursuant to the National Trails System Act 16 U.S.C. 1247(d), 49 CFR 1152.29, and the Consent Decree entered by the United States District Court for the District of Idaho on August 25, 2000 (United States of America and State of Idaho v Union Pacific Railroad Company Case No CV 99-0606-N-EJL; Coeur d’Alene Tribe v Union Pacific Railroad Company Case No. CV 01-0342-N-EJL). In the event the Surface Transportation Board or a court of competent jurisdiction determines that this Grant of Easement unlawfully interferes with the re-assumption of rail service upon the Trail ROW or is otherwise in violation of the Certificate of Trail Use and Abandonment, Grantee shall take all actions necessary to resolve the interference and comply with applicable orders of the Surface Transportation Board or the court.

5. **Responsibility for Construction and Maintenance.** Grantee, and any other person authorized by IDPR to use the Access Roadway, are jointly and severally responsible for all construction and maintenance costs associated with use of the Access Roadway, including all measures necessary to ensure the safe use of the Access Roadway and to prevent the release of hazardous substances and prevent public contact with contaminants. It is the sole responsibility of the Grantee and any other Department-authorized users (hereinafter collectively “Joint Users”) to reach agreement among themselves regarding allocation of construction and maintenance costs among the Joint Users. It is the sole responsibility of the Joint Users to acquire all necessary permits, including permits for any construction and maintenance of the bridge over Bear Creek. In addition, Joint Users shall comply with the following requirements:

5.1 **Safety Concerns.** Construction and maintenance of the Access Roadway must be performed in a manner that ensures the safety of any person using the Roadway and any person using the Trail of the Coeur d’Alenes. Expansion of the existing roadway within the ROW is allowed up to, but not exceeding a width of 24 feet, and must be constructed at a location and in a manner that maintains a minimum distance of fourteen (14) feet from the edge of the roadway to the center of the Trail of the Coeur d’Alenes. The existing fence separating the roadway from the Trail will not be disturbed.

5.2 **Allocation of Responsibilities Among Joint Users.** Any and all disputes among the Joint Users arising from use of the roadway, including the allocation of costs incurred by Joint Users for maintenance of the roadway, and financial responsibility for any damages or injuries arising from use of the roadway, shall be determined solely by the Joint Users. The Department shall not participate in the resolution of such disputes.

5.3 **Hazardous Materials.** Grantee acknowledges that the Trail ROW is managed to prevent the release of hazardous substances that may be present along the former railroad right-of-way. Construction and maintenance activities by the Joint Users shall not disturb, remove or in any way interfere with any protective barriers, institutional controls, or other measures taken to contain, control or remediate hazardous substances along the former railroad right-of-way without the written consent of the Department and compliance with all requirements of the Response Action Maintenance Plan ("RAMP"), applicable to the Trail ROW pursuant to agreement of the State of Idaho, the Coeur d’Alene Tribe, the United States Environmental Protection Agency and the Union Pacific Railroad, and compliance with the Institutional Control Program, a description of which is attached to this Easement as Attachment C.
5.4 Fiber Optic Cable. Fiber optic cable systems, natural gas pipelines, or other utilities, including a water pipeline maintained by the Central Shoshone County Water District, may be buried under the Crossing Premises. Joint Users shall employ an underground utility locator service to arrange for a cable locator and make arrangements to avoid or relocate fiber optic cable or other utility lines, with the permission of the owner thereof, before undertaking any earth removal or other action that may disturb such cable or utilities. Joint Users shall indemnify and hold harmless Department from all costs, liability and expense arising from any action or omission that results in damage to buried fiber optic cables or other buried utility lines.

5.5 Trash and Weeds. Joint Users shall keep the Access Roadway clean of trash, debris or rubbish, and shall cooperate with the Department or any other agency authorized to undertake programs for control or eradication of noxious weeds. Joint Users shall take measures to control noxious weeds on the Access Roadway in accordance with Title 22, Chapter 24, Idaho Code.

5.6 Paving. If one or more Joint Users desire to pave the Access Roadway, such Joint Users shall submit a formal proposal to IDPR for review and written approval before any construction occurs. Approval is at the sole discretion of IDPR. The paving proposal shall include plans for removal of the pavement upon the end of its useful life or in the event of the termination of this Easement. Pavement of the road shall not give the Joint Users any additional rights beyond those expressly granted by this Easement, and pavement for the benefit of one Joint User shall not interfere with the rights granted by IDPR to other Joint Users.

5.6.1 Pavement by Third Party. If a third party undertakes to pave the access road in conjunction with remediation efforts, Joint Users, as the beneficiaries of such efforts, shall be jointly and severally responsible for repair or maintenance of the pavement unless such responsibility is assumed by the third party.

5.7 Grantee Responsibility if No other Authorized Users. If there are no authorized users other than Grantee, the responsibilities and obligation identified herein as being borne by the Joint Users shall be borne solely by the Grantee.

6. Running With the Land: This Easement runs with the land.

7. Consideration. In consideration of the rights granted herein, Grantee shall pay to the Idaho Endowment Fund Investment Board the sum of TWENTY-TWO THOUSAND dollars ($22,000), for deposit into the Trail of the Coeur d’Alenes Endowment Fund.

8. Responsibility for Damages. The Grantee assumes the risk of, and is solely responsible for, damages to property or injuries to persons that may arise from or be incident to the use of the roadway by Grantee and Grantee’s employees, agents, contractors and invitees.

9. Insurance. Grantee shall obtain and maintain either general liability or homeowner’s insurance, as applicable, and, if necessary, umbrella liability insurance with a combined limit of not less than one million dollars ($1,000,000.00) to cover liability for bodily injury, property damage and personal injury, arising from Grantee’s use of the Access Roadway. In addition, Grantee shall maintain automobile liability insurance (including non-owned and hired vehicles) of not less than $1,000,000 each occurrence, and $1,000,000 aggregate. A commercial umbrella or excess policy may be used to meet the before-stated automobile liability requirements. In the event Grantee’s property is leased, either Grantee or Lessee shall meet and provide the required insurance as stated herein.
9.1 **Evidence of Insurance.** All insurance required under this Easement shall be with companies licensed and admitted in Idaho. Within 15 days of signing this Easement, Grantee shall furnish the Department with a certificate of insurance executed by a duly authorized representative of each insurer showing compliance with the insurance requirements set forth above and verifying that such insurance covers use of the Access Roadway.

9.2 Failure of the Department to demand such certificate or other evidence of full compliance with these insurance requirements shall not be construed as a waiver of Grantee’s obligation to maintain such insurance.

9.3 Failure to maintain the required insurance may result in termination of this Agreement if it is found that the required insurance has not been met and Grantee is given written notice of said failure and the required insurance is not reinstated within 45 days of said insurance failure notice.

10. **Complete Statement of Terms.** No other understanding, whether oral or written, whether made prior to or contemporaneously with this Easement, shall be deemed to enlarge, limit or otherwise affect the operation of this Easement. All rights of Grantee and the legal relations of the Department and Grantee are defined herein and no rights not specifically identified herein are intended.

11. **Written Modification.** 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 Easement. Any such modification shall be attached hereto as an addendum and incorporated herein by this reference.

12. **Authority to Sign.** Grantee and the Department each warrant and represent to the other that the persons signing this Easement have full authority and right to bind their respective parties to the terms of this Easement and that such person is acting within the scope of such person’s authority and agency.

13. **Acceptances.** By signing below, the Grantee and the Department accept the Terms and Conditions in this Easement.

**GRANTOR, State of Idaho, Park Board of the State of Idaho**

BY: ________________________________ Date: __________________

Brian Beckley
Chair, Idaho Park and Recreation Board

Countersigned:

______________________________ Date: __________________

Susan E. Buxton
Director, Idaho Department of Parks and Recreation
Secretary to Idaho Park and Recreation Board

Trail of the Coeur d’Alenes

Access Roadway Easement—Attachments
STATE OF IDAHO  )
ss
COUNTY OF __________

This record was acknowledged before me on this ______ day of ____________, by Brian Beckley, as Chair of the Idaho Park and Recreation Board.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

__________________________
NOTARY PUBLIC for Idaho
Residing at ____________, Idaho
My Commission expires:________

STATE OF IDAHO  )
ss
COUNTY OF __________

This record was acknowledged before me on this ______ day of ____________, by Susan E. Buxton, as Director of the Idaho Department of Parks and Recreation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

__________________________
NOTARY PUBLIC for Idaho
Residing at ____________, Idaho
My Commission expires:________

Woods Crushing and Hauling, Inc.

__________________________ Date: ________________
for Wood's Crushing and Hauling, Inc.

STATE OF IDAHO  )
ss
COUNTY OF __________

This record was acknowledged before me on this ______ day of ____________, 2021, by ____________________ the ____________________ of Woods Crushing, and Hauling, Inc.
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

______________________________
NOTARY PUBLIC for Idaho
Residing at _____________, Idaho
My Commission expires:______
Attachment A to Access Roadway Easement
Record of Survey
(see following page)
RECORD OF SURVEY—OVERLAY EXHIBIT
IDAHO DEPARTMENT OF PARKS AND RECREATION
LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 31, AND THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 30, TOWNSHIP 49 NORTH, RANGE 2 EAST, BOISE MERIDIAN, SHOSHONE COUNTY, IDAHO

NOTE:

1) ALL DISTANCES ARE IN U.S. FEET

BASIS OF READING
THE BASIS OF READING IS THE IDAHO WEST ZONE STATE PLANE — NAV 1983
BASED ON GPS OBSERVATION AT N 2203599.933, E 2378035.570 (GPHS COORD)
GRID CONVERSION ANGLE = +64233', CEP 0.000000002

RECORD DRAWINGS

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SURVEYORS CERTIFICATE
I, ERNEST W. WARNER, PROFESSIONAL LAND SURVEYOR NO. 6145 IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE BY ME OR UNDER MY SUPERVISION.

ERNEST W. WARNER, PL 5685

Tate Engineering, Inc.
417 E. Indiana Avenue
Caldwell, Idaho, 83605
(208) 674-7400 e-mail: info@tate-eng.com

PROJECT #: 18-295 DATE: May 2018 SCALE: 1"=100' CHECKED: 
DRAWN: 18-295 REVISED: PAGE 1 OF 1

GRAPHIC SCALE

LEGEND

- SET 5/8" BY 24" IRON ROD W/PLASTIC CAP AND PLS 4565
- FS. 1/2" IRON ROD — NO CAP
- FS. IRON PIPE — SIZE AS NOTED
- FS. 5/8" IRON ROD W/CAP AS NOTED
- CALCULATED POINT

SURVEY METHODS
GPS — TRIANGLE ROD W/ROSE USING RTK WITH 2 MEASUREMENTS AT EACH POSITION
CONVENTIONAL—TRIANGULATION WITH TOPCON GPS 235

A
Attachment B to Access Roadway Easement

Legal Descriptions of Grantee’s Premises

(to be inserted here)
Attachment C to Access Roadway Easement

Institutional Control Program

(see following page)
RAMP ICP

500. Trail of the Coeur d’Alenes Institutional Control Program
Requirements for Non–Maintenance and Repair Construction Activities

01. Legal Authority. The Implementing Entity shall adopt and implement, in
substantial conformance as determined by the State and the Tribe, these Requirements through
contractual, regulatory or other appropriate authority.

02. Purpose. The purpose of these Requirements is to ensure that activities associated
with excavation and grading such as infrastructure development and maintenance; building
construction and renovation; and land development, redevelopment and/or modification within
the boundaries of the Trail provide for the construction and maintenance of Contaminant Barriers
and implementation of other Contaminant management Requirements to preclude the release and
migration of and human exposure to Contaminants as necessary to protect the public health and
the environment. It is imperative that current and future development and construction activities
proceed in a manner which minimizes the release of Contaminants into the environment to
minimize exposure to residents, communities, and to workers involved in project work.

03. Implementation Policy and Standards. Implementation policy and standards
which pertain to the interpretation and enforcement of these Requirements or to the
documentation of compliance with these Requirements will be developed by the Implementing
Entity.

04. (Reserved)

05. Definitions. The following terms shall be construed throughout these
Requirements in a manner consistent with these definitions:

a. Agricultural Land - Land used for pasturing animals or for cultivation and
production of agricultural crops including conservation reserve activities.

b. Applicant - Any person, contractor, public utility, government or other
entity that is required to apply for an Institutional Controls Program (ICP) Permit.

c. Access Restrictions - Physical barriers and features such as fences, barricades,
curbs, barrier rocks, trenches, signs, etc. that restrict access by vehicles, pedestrians, and animals
to contaminated areas.

d. Barrier - Any physical structure, material or mechanism installed pursuant
to these Requirements or the Consent Decree which acts to break the pathway between
Contaminants and human receptors, including but not limited to soil, asphalt and Portland
cement concrete, fences, access restrictions, or other structure or covering which separates
Contaminants from contact with people or keeps Contaminants in place.

e. B.O.P - Barrier Option Plan, a plan which will be provided by an
Applicant, when required, that sets forth the location and type of Barrier which the Applicant intends to construct as part of the permitted work.

f. Building Construction - Construction activity to be performed for any new structure involving disturbance of soil in excess of one cubic yard.

g. Building Renovation - Construction activity to be performed on any existing structure involving ceiling or insulation removal, work in dirt crawl spaces or basements, or disturbance of soil in excess of one cubic yard.

h. CERCLA - Comprehensive Environmental Response, Compensation, and Liability Act.

i. Commercial Property - Retail, wholesale and secondhand businesses, public use areas and common use areas, and public buildings.

1. Type I - Commercial Property predominantly used by Sensitive Populations (e.g. daycare facilities, municipal parks, playgrounds, etc.)

2. Type II - All other Commercial Property.


k. Contaminants - Soil or other material containing, or likely to contain, concentrations of lead equal to or greater than 1000 ppm (700 ppm within a Developed Recreation Area) or concentrations of arsenic equal to or greater than 100 ppm.

l. Developed Recreation Area - Commercial and public recreation areas containing constructed features such as boat ramps, picnic areas, and campgrounds within the Trail. The Developed Recreation Areas of the Trail includes all constructed trail surfaces, stop and views, oases (rest stops) and trailheads but does not include other undeveloped areas within the right of way.

m. Disposal - The placement of Contaminants into an authorized permanent repository.

n. Excavation - Any digging, breaching or disruption of soil not including cultivation of Agricultural Lands or gardens which may release or expose Contaminants to the environment.

o. ICP - The Institutional Controls Program requirements for non-maintenance and repair construction activities for the Trail.

p. ICP Permit - The Contaminant management authorization for projects subject to these Requirements.
q. Implementing Entity - The State and the Tribe for the respective portions of the Trail owned and managed by each or, as designated by the State and the Tribe, other appropriate governmental entity or contractor.

r. Large Project - A project where one cubic yard or more of soil containing Contaminants is disturbed or removed. Large Projects include, but are not limited to, infrastructure construction and maintenance, building construction, renovation, and demolition, land development or any change in the use of land that may result in the release or migration of Contaminants.

s. Record of Compliance - The record maintained by the Implementing Entity pursuant to Section 523 of these Requirements for Small Projects.

t. Release - Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing of Contaminants into the environment.

u. Residential Property - Property used by private individuals or families as a residence.

v. Sensitive Populations - Pregnant women and children up to 12 years old.

w. Small Project - A project where less than one cubic yard of soil containing Contaminants is disturbed or interior work that is not Building Renovation.

x. State – The State of Idaho and its appropriate departments or sub-agencies

y. Trail of the Coeur d’Alenes or Trail or Trail Area – All Developed Recreation Areas and other undeveloped areas within the former Union Pacific Railroad Mullan and Wallace Branch rights of way.

z. Tribe – The Coeur d’Alene Tribe and its appropriate departments or sub-agencies.

aa. Working day - Monday through Friday, but shall not include any legal holiday recognized as such by the State of Idaho or Coeur d’Alene Tribe, as applicable

06. Statement of Intent. These Requirements establish standards for Barrier construction and maintenance, and other Contaminant management practices. These Requirements govern management of Contaminants by:

a. Requiring ICP Permits and requiring Barriers for certain construction and excavation activities;

b. Licensing contractors, utilities, and governmental entities which may disrupt or construct Barriers, or otherwise disturb Contaminants;
c. Adopting performance standards;

d. Inspecting for project compliance as required;

e. Regulating the movement and disposal of Contaminants;

f. Making it unlawful to knowingly disrupt a Barrier in a fashion likely to expose persons to Contaminants;

g. Maintaining records of ICP activities.

07. **Additional Provisions by Implementing Entity.** In conjunction with these Requirements the Implementing Entity may, depending on project size and complexity, provide, as needed:

a. Technical assistance and soil testing;

b. Health screening and intervention;

c. Readily available repositories for disposal of Contaminants;

d. Clean material to restore Barriers for Small Projects;

e. Disposal containers for Small Projects to assist in removal, transportation and disposal of contaminated soil;

f. Health and safety information and education to licensees, permit applicants and the public;

g. Sheet plastic, crushed aggregate and gravel, or other items as appropriate;

h. A database tracking system.

i. Guidelines for managing Contaminants.

501. – 509. **(RESERVED)**

510. **APPLICATION OF REQUIREMENTS**
These Requirements shall apply to the Trail Area. These Requirements shall not apply to the Union Pacific Railroad or its contractors when conducting activities within the Trail Area.

01. **Standards Adopted.**

a. Except as otherwise provided in this Section, Contaminant management is
required on all areas within the Trail including areas that have been remediated; areas not yet tested; and areas testing below action levels in the top 18 inches where Large or Small Projects may disturb Contaminants below 18 inches in excess of one thousand (1000) ppm lead or one hundred (100) ppm arsenic. Contaminant management may include testing of untested areas by the Applicant; testing of deep soils (below 18 inches) by the Applicant where a project may result in deep excavations; and replacement and repair of Barriers in accordance with Section 510, subsection 02; or other management activities. Applicant performed soil testing will be conducted consistent with sampling and analytic procedures developed by the Implementing Entity.

b. Developed Recreation Areas with surface soil containing lead concentrations greater than 700 ppm lead and 100 ppm arsenic shall be capped pursuant to Section 510, subsection 02c.

c. Agricultural and undeveloped land within the Trail is exempt from these Requirements unless soil disturbing activities on these lands are likely to result in the release or migration of Contaminants from these lands.

d. All Barriers existing or hereinafter constructed shall be maintained and protected to original construction specifications.

e. No person shall conduct, except in accordance with these Requirements, any activity within the Trail which breaches a Barrier, may breach a Barrier, or disturbs a Barrier, or otherwise results in a threat to public health or the environment from the migration of Contaminants through tracking on tires or vehicles, visible airborne dust, excavation, transport, disposal, renovation, demolition, run-on or run-off from stormwater or in any other manner on areas remediated within the Trail and/or on areas not yet tested within the Trail.

02. Barriers; Construction and Maintenance Required.

a. The minimum Barrier construction Requirements for Residential and Type I Commercial Properties are as follows:

i. All soil which contains lead equal to or in excess of one thousand (1000) ppm or arsenic equal to or in excess of one hundred (100) ppm and lies within twelve (12) inches of the final grade shall be removed and replaced with replacement material meeting the Requirements of Section 510, subsection 02d.

ii. Any such property with unrestricted access to an adjacent property not meeting the Requirements of Section 510, subsection 01a shall restrict access to such adjacent property.

b. The minimum Barrier construction Requirements for Type II Commercial Properties is a six (6) inch soil with vegetative cover barrier or six (6) inch crushed rock/gravel barrier or asphalt/Portland cement concrete cap. Excavation may be necessary for the installation of barriers to maintain grade or drainage Requirements.
c. The minimum Barrier construction Requirements for Developed Recreation Areas is a six (6) inch soil with vegetative cover barrier or six (6) inch crushed rock/gravel barrier or asphalt/Portland cement concrete cap. Excavation may be necessary for the installation of barriers to maintain grade or drainage Requirements.

d. All twelve (12) inch deep Barriers of soil or crushed rock/gravel required pursuant to the ICP which overlay soils having concentrations of lead equal to or greater than one thousand (1000) ppm or arsenic concentrations equal to or greater than one hundred (100) ppm shall have an underlying visual delineator at the twelve (12) inch depth. Visual delineators are not required if the soil underlying the Barrier has tested under one thousand (1000) ppm lead and one hundred (100) ppm arsenic. Cap Barriers such as Portland cement and asphalt concrete do not require delineators.

e. Soil and crushed aggregate/gravel imported for Barrier material shall contain less than one hundred (100) ppm lead, thirty five (35) ppm arsenic and five (5) ppm cadmium based on average of backfill sampling results. No single sample of replacement materials shall exceed one hundred fifty (150) ppm lead or forty five (45) ppm arsenic.

f. Barriers shall be maintained and repaired in accordance with original construction specifications.

g. Contaminated waste material generated in the construction, maintenance and repair of Barriers shall be disposed of in designated repositories as directed by Implementing Entity.

03. ICP Permits Required.

a. Permits shall be required for Large Projects and Building Renovations.

b. A permit is required for a project which changes the use of a property containing Contaminants. A new Barrier or additional or more substantial Barrier may be required unless waived by the Implementing Entity.

c. A single annual permit covering a specific list of projects may be obtained from the Implementing Entity by entities eligible under Section 531 at the beginning of each year's construction season.

511. – 519. (RESERVED)

520. PERMIT APPLICATION AND ADMINISTRATION.

01. Applications for ICP Permit. Application for an ICP Permit shall be made in writing at the office of the Implementing Entity. Application shall be on forms provided by the Implementing Entity.
02. **Required Applicant Information.** All Applicants shall provide the following information when applying for an ICP Permit with the Implementing Entity:

   a. Name, address and telephone number of the Applicant.

   b. Location of the work and whether the work is being done on private or public property, or both.

   c. The description of work must include methods of handling or storing, and transporting contaminated materials. A site plan may be required by the Implementing Entity if one has not been provided pursuant to the permit process.

   d. Dates work will be started and completed.

   e. Such other information as the Implementing Entity shall require.

   f. A copy of the authorizing document from the government (State or Tribe) having primary authority for the area of the Trail where the work is to occur.

03. **Implementing Entity Requirements for Projects.** The Implementing Entity may require, as appropriate for a particular project, the following:

   a. Large Projects:

      i. Name, signature, license number, seal and address of engineer, land surveyor, architect, professional planner, landscape architect, or contractor as applicable, involved in preparation of the application or any materials or documents pertaining thereto;

      ii. Copies of other government permits, authorizations or permit applications and the supporting documents and materials pertaining thereto;

      iii. A key map showing location of project with reference to surrounding properties including owners, streets and city boundaries;

      iv. Existing and/or proposed zoning;

      v. North arrow and scale;

      vi. Site plan showing dimensions, boundaries, existing and/or proposed structures;

      vii. Date of most recent property survey and copy of that survey;

      viii. Standardized sheet size;

   ix. Copies of existing and/or proposed restrictions or covenants;
x. List of ordinance variances required or requested;

xi. Requested or obtained design waivers or exceptions;

xii. Identification of surrounding water courses, flood plains (floodway and 100 year floodplain), wetlands, and environmentally sensitive areas on-site and within 200 feet;

xiii. Soil information as required to determine levels of contamination;

xiv. Location and description of all existing Barriers onsite and bordering the site;

xv. Barrier Option Plan, as required;

xvi. Existing rights-of-way and/or easements on and adjacent to the tract (i.e. streets, utilities);

xvii. Existing and proposed contour intervals based on U.S.G.S. datum, contours to extend 50 feet beyond the project site borders (additional distance may be required in the case of subdivisions and special use permit situations), contour intervals shall be as follows: for sites with slopes of less than 3% - 1 foot intervals; for sites with slopes of 3% to 10% - 2 foot intervals; for sites with slopes over 10% - 5 foot intervals;

xviii. Existing system of site drainage and of any larger tract or basin of which the site is a part;

xix. Drainage calculations;

xx. Existing and proposed utility infrastructure locations;

xxi. Locations of existing and/or proposed activities onsite (i.e. lawn, garden, landscaping areas, pathways, driveways, storage areas, structure locations, etc.);

xxii. Soil erosion and sedimentation control plan if surface is to be disturbed;

xxiii. Dust control plan if surface is to be disturbed;

xxiv. Plan for transporting Contaminants, including but not limited to means for transportation, proposed disposal site and proposed route;

xxv. Access control plan for construction period;

xxvi. Construction schedule;

xxvii. Contractor bonding information;
xxviii. Health and safety plan;

xxix. Reimbursement of professional fees paid by the Implementing Entity to evaluate a project proposal including but not limited to independent architectural and engineering fees.

b. Building Renovations:

i. Name, signature, license number, seal and address of engineer, land surveyor, architect, professional planner, landscape architect, or contractor as applicable, involved in preparation of the application or any materials or documents pertaining thereto;

ii. Type of contaminated material to be handled (i.e. soil, insulation etc.);

iii. Dust control plan;

iv. Access control plan;

v. Worker precautions (health and safety plan);

vi. Transportation information, including means, method of containment of materials, and proposed disposal site;

vii. Contractor bonding information;

vii. Construction schedule.

04. Use of Discretion on Requirements by Implementing Entity. The Implementing Entity may, at its discretion, waive certain application Requirements or information, or require additional or alternative actions or information, depending upon the type and extent of the project and conditions encountered. In no case shall the waiver violate the intent of these Requirements and/or the Consent Decree.

05. Site Inspection or Waiver When ICP Permit Required. Work which requires an ICP Permit shall not commence until a site inspection has been made or waived by the Implementing Entity and an ICP Permit has been issued.

06. Time Specifications. The ICP Permit shall provide that all work shall be completed within a specific period of time and the ICP Permit shall be void if work is not commenced and completed within the times specified. An extension of time may be granted by the Implementing Entity upon a showing of good cause.

07. Other Inspections and Requirements. All ICP Permits granted pursuant to these Requirements remain subject to such other inspections and requirements prescribed by state, tribe or local governments.
521. INSPECTION.
The Applicant shall notify the Implementing Entity by telephone when work is completed. Applicants shall call for inspection in accordance with the terms of the ICP Permit; 48 hours notice (excluding weekends and holidays) to Implementing Entity shall be provided. The inspector shall note approval of the work in writing and shall enter same in the database tracking system, or shall note reasons for disapproval and steps which must be taken to complete the work. Upon completion of the work to the Implementing Entity's satisfaction, the Implementing Entity's final approval shall be noted in the database tracking system. Such entry shall constitute the Record of Compliance for such project. All work governed by these Requirements shall be subject to inspection by the Implementing Entity or its designated agents. The Implementing Entity reserves the right to waive the inspection requirements.

522. PERMIT REVOCATION OR STOP WORK ORDER.
Any ICP Permit may be revoked or a stop Work Order may be issued, without notice by the Implementing Entity, for non-compliance with or violation of any of the provisions of these Requirements or any requirements or limitation of the ICP Permit. If an ICP Permit is revoked, the Implementing Entity may take such steps as are necessary to eliminate any danger from Contamination, including completion of work by the Implementing Entity. The Applicant or contractor may be required to pay all costs and expenses for abatement of any danger and/or completion of the project, including legal fees incurred by the Implementing Entity to obtain compliance. The Implementing Entity will endeavor to provide written notice, but shall reserve any right to act summarily to protect public health and the environment.

523. RECORD OF COMPLIANCE FOR SMALL PROJECTS.
A Record of Compliance for Small Projects which documents compliance with the performance standards established by these Requirements will be entered into the database tracking system based upon an inspection by the Implementing Entity. The Record signifies the person performing the project was notified of any applicable performance standards and guidelines and materially complied with the same.

524. – 529. (RESERVED)

530. CONTRACTOR LICENSING

01. License Required. Any contractor performing Large Projects or transportation or disposal of Contaminants which is likely to expose the contractor, workers or others to Contaminants, must be licensed by the Implementing Entity. There will be no charge for a contractor's license. A contractor shall be prohibited from working on a project requiring an ICP Permit without a current contractor's license issued by the Implementing Entity.

02. Training. In order to obtain a contractor's license from the Implementing Entity, the Contractor must have those supervisors involved in activities dealing with Contaminants participate in training approved by the Implementing Entity and pass an annual examination focusing on the reasons for, and methods of, controlling Contaminants. The purpose of the examination is to assure that all of the Contractor's employees are aware of and observe the
procedures and standards that will protect them and the public from the Contaminants. The Implementing Entity will create and administer the test. The trained Contractor’s supervisor must pass information on to employees as is necessary to protect their health and safety and assure compliance with these Requirements. The Implementing Entity will provide or arrange for appropriate training.

03. **Bonding.** Any Contractor whose license has been revoked by the Implementing Entity within the past three years must, as a condition of reinstatement and maintaining the status of a licensed Contractor, be bonded in the minimum amount of Two Thousand Dollars ($2000.00) or at least five percent (5%) of the cost of any contract the Contractor is engaged in, whichever is greater. Said bond shall be in a form approved by the Implementing Entity and must be suitable to insure payment for completion of Barrier work not completed by the Contractor. A cash deposit or other security acceptable to the Implementing Entity may be utilized in lieu of a bond. The Implementing Entity may establish a bonding program for all Contractors, if deemed necessary to carry out these Requirements.

04. **Suspension or Revocation of License.**

a. Upon a showing that a licensee has violated any provision of these Requirements, or has violated any other health or building code within the boundaries of the Trail, suspension or revocation of the license may be imposed. Suspension or revocation may be made by Implementing Entity. Notification of suspension or revocation shall be in writing.

b. Suspension or revocation may be appealed by the licensee to the Implementing Entity pursuant to procedures provided by the Implementing Entity.

c. If a license is revoked, the Contractor may, upon payment of any cleanup or remediation costs related to past work, reapply for reinstatement of license after one year, however, a contractor whose license has been revoked may not obtain a new license under a different corporate or partnership status until this provision is satisfied.

531. **LICENSE FOR PUBLIC UTILITIES AND GOVERNMENT ENTITIES.**

Upon a demonstration that supervisory employees of a public utility or government entity have participated in an education program approved by, or provided by, the Implementing Entity, a utility company or government entity may receive an annual license which will allow their employees to perform excavation and grading operations without obtaining individual ICP permits. This license may be granted by the Implementing Entity and will require that the entity comply with performance standards and all other requirements contained herein. All supervisory employees involved in and responsible for excavation and grading operations shall have participated in an Implementing Entity approved education program. The trained supervisor must pass information on to employees as is necessary to protect their health and safety and assure compliance with these Requirements. The Implementing Entity shall provide or arrange for training. Entities licensed under this section shall maintain a log of excavation and grading operations on a form approved by the Implementing Entity. Such logs shall be submitted to the Implementing Entity on a regular basis as determined by the Implementing Entity. All licensees shall telephone the appropriate one-call locating service prior to any excavation or grading.
operation. Licenses shall be renewed annually upon a showing that the utility or government entity has operated in compliance with these Requirements. This license may also be revoked as provided in Section 530, subsection 04.

532. – 539. (RESERVED)

540. PERFORMANCE OF WORK.

01. Completion of work. All work done pursuant to an ICP Permit shall be completed in a neat and workmanlike manner and so scheduled as to cause the minimum interference with traffic or public use (if applicable) and a minimum dispersal of Contaminants.

02. Work Delayed by Applicant. If the work is unduly delayed by the Applicant, and if the public interest reasonably so demands, the Implementing Entity shall have the authority, upon 24 hours' written notice to the Applicant, to complete the work to the extent that the Barrier is restored and any Contaminants covered or removed. The actual cost of such work by the Implementing Entity (including legal fees), plus an overhead charge, shall be charged to and paid by the Applicant.

541-598 (Reserved)

599. IMPLEMENTATION, ENFORCEMENT AND ADMINISTRATIVE PROCEDURES.

The Implementing Entity may develop and adopt performance standards and may adopt administrative enforcement and remedy procedures to ensure proper implementation of these Requirements. These standards and procedures shall be consistent with Sections 500.01 and .02 of these Requirements.
GRANT OF ACCESS ROADWAY EASEMENT

THIS INDENTURE, made this ___ day of ____________, 2021, by and between the STATE OF IDAHO, Department of Parks and Recreation, 5657 Warm Springs Ave, P.O. Box 83720, Boise, Idaho, 83720-0065, (Grantor), and Gerald White and Michael White, 2020 APA Road, Point Roberts, WA 98281 (Grantee);

WITNESSETH: That for and in consideration of the consideration stated herein, the Grantor does hereby grant to the Grantee, its successors and assigns, forever, an appurtenant, non-exclusive easement for the purpose of using and maintaining an Access Roadway for the purposes herein stated over, upon, and across the following described lands situated in SHOSHONE COUNTY, State of Idaho, to-wit:

A strip of land twenty-four (24) feet wide within the rail-banked right-of-way designated in Idaho Code § 67-4212 as Trail of the Coeur d’Alenes Recreational Trailway, beginning at the eastern boundary of the Coeur d’Alene River Road right-of-way, SW¼SE¼ Sec. 30, T49NR02E, and ending at the point where the Access Roadway leaves the Trail ROW and crosses the western boundary of Tax Parcel 49N02E309500, as further designated on the Record of Survey, which is attached to this Easement as Attachment A, and by this reference incorporated herein. This Easement only authorizes use of the Access Roadway within the Trail ROW, and does not authorize any use of those portions of the Access Roadway outside the Trail ROW.

Such grant is subject to the following terms and conditions:

1. **Definitions.**

   1.1. **Access Roadway.** The real property designated herein for ingress and egress and utilities to the Grantee’s Premises.

   1.2. **Department.** The Idaho Department of Parks and Recreation.

   1.3. **Easement.** This Grant of Access Roadway Easement.

   1.4. **Grantee.** For the sake of convenience, the grantee of the rights conferred herein is designated as the “Grantee.” The use of the term “Grantee,” however is not intended to confer any rights beyond those conferred by the express terms of this Easement.

   1.5. **Grantee’s Premises.** Those lands designated in the records of Shoshone County, Idaho, as tax parcels nos. 49N02E322500 and 49N02E310300, as more specifically identified by legal description in Attachment B, along with any additional lands leased by Grantee.

   1.6. **Trail ROW.** The former right of way of the Wallace Branch of the Union Pacific Railroad, acquired by the Department for use as a recreational Trail pursuant to the *Decision and
1.7 **Trail of the Coeur d'Alenes.** The paved recreational trail located within the Trail ROW.

2. **Grantee.** The following person or entity is designated as the Grantee:

Gerald White & Michael White  
2020 APA Road  
Point Roberts, WA 98281

3. **Grant.** The Department hereby grants to the Grantee a non-exclusive right of ingress and egress and utilities over and/or along the Trail Right-Of-Way (ROW) within the designated Access Roadway by means of motorized vehicles for the purpose of accessing Grantee’s premises. Such grant is subject to the terms and conditions set forth in this Easement.

3.1 **No Use Outside Access Roadway.** Use of motorized vehicles on any portion of the Trail ROW other than the designated Access Roadway or property leased to Grantee is prohibited.

3.2 **No Parking.** Parking and/or storage of vehicles or any other personal property of Grantee within or upon the Access Roadway, or in any part of the Trail ROW, other than property leased to Grantee, is prohibited.

3.3 **As is.** This Agreement grants a right of access and utilities only: the Department makes no warranties regarding the safety or suitability of the Access Roadway and any associated structures, including the bridge over Bear Creek. Grantee accepts this Easement subject to all faults or hazards, whether patent or latent, and without warranties or covenants, express or implied, and acknowledges that the Department shall have no duty to maintain, repair, or improve the Access Roadway or otherwise make it suitable for Grantee’s use. Grantee assumes full responsibility for ensuring that the Access Roadway is safe for use by Grantee and others. Grantee shall be responsible for maintenance, repair, and/or replacement of the bridge over Bear Creek.

3.4 **Shared Use.** This Easement is non-exclusive, and the Department reserves the right to grant easements and licenses for use of the Access Roadway to other land owners and to lessees of the Department. Any such grant shall require the Grantee to participate in the maintenance of the Access Roadway, as described in section 5 of this Easement.

3.5 **Speed Limit.** Use of motor vehicles within the Access Roadway shall be limited to no more than twenty miles per hour (20 mph).

3.6 **No Interference of Trail Use.** Grantee shall utilize the Access Roadway in a manner that avoids interference with, or injury to, any users of the Trail of the Coeur d'Alenes.

3.7. **Damage to Trail ROW.** Grantee is responsible for any costs incurred by Department to repair damage arising from Grantee’s use of the Access Roadway.

3.8 **Non-Delegable.** The rights granted in this Easement are exclusive to Grantee, its employees, and invitees, for ingress and egress to Grantee’s Premises. Grantee is specifically prohibited from authorizing use of the Easement for ingress and egress to and from any property other than Grantee’s Premises or any additional lands leased by Grantee.
4. **Compliance with Rails-to-Trails Act.**

This Agreement is made subject to the terms and conditions contained in the Decision and Certificate of Interim Trail Use or Abandonment issued by the Surface Transportation Board on or around June 22 2000, in Docket No. AB-33(Sub-No. 70), as extended, including but not limited to the rail-bank interim trail use conditions imposed in said Decision pursuant to the National Trails System Act 16 U.S.C. 1247(d), 49 CFR 1152.29, and the Consent Decree entered by the United States District Court for the District of Idaho on August 25, 2000 (United States of America and State of Idaho v Union Pacific Railroad Company Case No CV 99-0606-N-EJL; Coeur d’Alene Tribe v Union Pacific Railroad Company Case No. CV 01-0342-N-EJL). In the event the Surface Transportation Board or a court of competent jurisdiction determines that this Grant of Easement unlawfully interferes with the re-assumption of rail service upon the Trail ROW or is otherwise in violation of the Certificate of Trail Use and Abandonment, Grantee shall take all actions necessary to resolve the interference and comply with applicable orders of the Surface Transportation Board or the court.

5. **Responsibility for Construction and Maintenance.** Grantee, and any other person authorized by IDPR to use the Access Roadway, are jointly and severally responsible for all construction and maintenance costs associated with use of the Access Roadway, including all measures necessary to ensure the safe use of the Access Roadway and to prevent the release of hazardous substances and prevent public contact with contaminants. It is the sole responsibility of the Grantee and any other Department-authorized users (hereinafter collectively “Joint Users”) to reach agreement among themselves regarding allocation of construction and maintenance costs among the Joint Users. It is the sole responsibility of the Joint Users to acquire all necessary permits, including permits for any construction and maintenance of the bridge over Bear Creek. In addition, Joint Users shall comply with the following requirements:

5.1 **Safety Concerns.** Construction and maintenance of the Access Roadway must be performed in a manner that ensures the safety of any person using the Roadway and any person using the Trail of the Coeur d’Alenes. Expansion of the existing roadway is allowed up to, but not exceeding a width of 24 feet, and must be constructed at a location and in a manner that maintains a minimum distance of fourteen (14) feet from the edge of the roadway to the center of the Trail of the Coeur d’Alenes. The existing fence separating the roadway from the Trail will not be disturbed.

5.2 **Allocation of Responsibilities Among Joint Users.** Any and all disputes among the Joint Users arising from use of the roadway, including the allocation of costs incurred by Joint Users for maintenance of the roadway, and financial responsibility for any damages or injuries arising from use of the roadway, shall be determined solely by the Joint Users. The Department shall not participate in the resolution of such disputes.

5.3 **Hazardous Materials.** Grantee acknowledges that the Trail ROW is managed to prevent the release of hazardous substances that may be present along the former railroad right-of-way. Construction and maintenance activities by the Joint Users shall not disturb, remove or in any way interfere with any protective barriers, institutional controls, or other measures taken to contain, control or remediate hazardous substances along the former railroad right-of-way without the written consent of the Department and compliance with all requirements of the Response Action Maintenance Plan (“RAMP”), applicable to the Trail ROW pursuant to agreement of the State of Idaho, the Coeur d’Alene Tribe, the United States Environmental Protection Agency and the Union Pacific Railroad, and compliance with the Institutional Control Program, a description of which is attached to this Easement as Attachment C.
5.4 Fiber Optic Cable. Fiber optic cable systems, natural gas pipelines, or other utilities, including a water pipeline maintained by the Central Shoshone County Water District, may be buried under the Crossing Premises. Joint Users shall employ an underground utility locater service to arrange for a cable locater and make arrangements to avoid or relocate fiber optic cable or other utility lines, with the permission of the owner thereof, before undertaking any earth removal or other action that may disturb such cable or utilities. Joint Users shall indemnify and hold harmless Department from all costs, liability and expense arising from any action or omission that results in damage to buried fiber optic cables or other buried utility lines.

5.5 Trash and Weeds. Joint Users shall keep the Access Roadway clean of trash, debris or rubbish, and shall cooperate with the Department or any other agency authorized to undertake programs for control or eradication of noxious weeds. Joint Users shall take measures to control noxious weeds on the Access Roadway in accordance with Title 22, Chapter 24, Idaho Code.

5.6 Paving. If one or more Joint Users desire to pave the Access Roadway, such Joint Users shall submit a formal proposal to IDPR for review and written approval before any construction occurs. Approval is at the sole discretion of IDPR. The paving proposal shall include plans for removal of the pavement upon the end of its useful life or in the event of the termination of this Easement. Pavement of the road shall not give the Joint Users any additional rights beyond those expressly granted by this Easement, and pavement for the benefit of one Joint User shall not interfere with the rights granted by IDPR to other Joint Users.

5.6.1 Pavement by Third Party. If a third party undertakes to pave the access road in conjunction with remediation efforts, Joint Users, as the beneficiaries of such efforts, shall be jointly and severally responsible for repair or maintenance of the pavement unless such responsibility is assumed by the third party.

5.7 Grantee Responsibility if No other Authorized Users. If there are no authorized users other than Grantee, the responsibilities and obligation identified herein as being borne by the Joint Users shall be borne solely by the Grantee.

6. Running With the Land: This Easement runs with the land.

7. Consideration. In consideration of the rights granted herein, Grantee shall pay to the Idaho Endowment Fund Investment Board the sum of TWENTY-TWO THOUSAND dollars ($22,000), for deposit into the Trail of the Coeur d’Alenes Endowment Fund.

8. Responsibility for Damages. The Grantee assumes the risk of, and is solely responsible for, damages to property or injuries to persons that may arise from or be incident to the use of the roadway by Grantee and Grantee’s employees, agents, contractors and invitees.

9. Insurance. Grantee shall obtain and maintain either general liability or homeowner’s insurance, as applicable, and, if necessary, umbrella liability insurance with a combined limit of not less than one million dollars ($1,000,000.00) to cover liability for bodily injury, property damage and personal injury, arising from Grantee’s use of the Access Roadway. In addition Grantee shall maintain automobile liability insurance (including non-owned and hired vehicles) of not less than $1,000,000 each occurrence, and $1,000,000 aggregate. A commercial umbrella or excess policy may be used to meet the before-stated automobile liability requirements. In the event Grantee’s property is leased, either Grantee or Lessee shall meet and provide the required insurance as stated herein.
9.1 **Evidence of Insurance.** All insurance required under this Easement shall be with companies licensed and admitted in Idaho. Within 15 days of signing this Easement, Grantee shall furnish the Department with a certificate of insurance executed by a duly authorized representative of each insurer showing compliance with the insurance requirements set forth above and verifying that such insurance covers use of the Access Roadway.

9.2 Failure of the Department to demand such certificate or other evidence of full compliance with these insurance requirements shall not be construed as a waiver of Grantee’s obligation to maintain such insurance.

9.3 Failure to maintain the required insurance may result in termination of this Agreement if it is found that the required insurance has not been met and Grantee is given written notice of said failure and the required insurance is not reinstated within 45 days of said insurance failure notice.

10. **Complete Statement of Terms.** No other understanding, whether oral or written, whether made prior to or contemporaneously with this Easement, shall be deemed to enlarge, limit or otherwise affect the operation of this Easement. All rights of Grantee and the legal relations of the Department and Grantee are defined herein and no rights not specifically identified herein are intended.

11. **Written Modification.** 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 Easement. Any such modification shall be attached hereto as an addendum and incorporated herein by this reference.

12. **Authority to Sign.** Grantee and the Department each warrant and represent to the other that the persons signing this Easement have full authority and right to bind their respective parties to the terms of this Easement and that such person is acting within the scope of such person’s authority and agency.

13. **Acceptances.** By signing below, the Grantee and the Department accept the Terms and Conditions in this Easement.

**GRANTOR, State of Idaho, Park Board of the State of Idaho**

BY: ______________________________ Date: ________________

Brian Beckley
Chair, Idaho Park and Recreation Board

Countersigned:

________________________________ Date: ________________

Susan E. Buxton
Director, Idaho Department of Parks and Recreation
Secretary to Idaho Park and Recreation Board
STATE OF IDAHO \)
COUNTY OF __________) ss
This record was acknowledged before me on this ______ day of ____________, by Brian Beckley, as Chair of the Idaho Park and Recreation Board.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

________________________
NOTARY PUBLIC for Idaho
Residing at ____________, Idaho
My Commission expires: ______

STATE OF IDAHO \)
COUNTY OF __________) ss
This record was acknowledged before me on this ______ day of ____________, by Susan E. Buxton, as Director of the Idaho Department of Parks and Recreation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

________________________
NOTARY PUBLIC for Idaho
Residing at ____________, Idaho
My Commission expires: ______

GRANTEES, Gerald White & Michael White

_________________________ Date: ________________
Gerald White

_________________________ Date: ________________
Michael White
STATE OF __________)  
COUNTY OF __________)  

This record was acknowledged before me on this _______ day of  
_______________, 2021, by Gerald White.  

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official  
seal the day and year first above written.  

__________________________  
NOTARY PUBLIC for __________  
Residing at _________________  
My Commission expires:_______  

STATE OF __________)  
COUNTY OF __________)  

This record was acknowledged before me on this _______ day of  
_______________, 2021, by Michael White.  

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official  
seal the day and year first above written.  

__________________________  
NOTARY PUBLIC for __________  
Residing at _________________  
My Commission expires:_______
Attachment A to Access Roadway Easement

Record of Survey

(see following page)
RECORD OF SURVEY—OVERLAY EXHIBIT

IDAHO DEPARTMENT OF PARKS AND RECREATION

LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 31, AND THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 30, TOWNSHIP 49 NORTH, RANGE 2 EAST, BOISE MERIDIAN, SHOSHONE COUNTY, IDAHO

LEGEND
- SET 5/8" BY 24" IRON ROD W/PLASTIC CAP AND PLS 4565
- INS. 1/2" IRON ROD - NO CAP
- INS. IRON PIPE - SIZE AS NOTED
- INS. 5/8" IRON ROD W/CAP AS NOTED
- CALCULATED POINT

SURVEY METHODS
GPS - TRIMBLE R10R W/MEASURE USING RTK WITH 2 MEASUREMENTS AT EACH POSITION
CONVENTIONAL TRAVELING WITH TOPCON GIS 235

SURVEYORS CERTIFICATE
I, ERNEST W. WARNER, PROFESSIONAL LAND SURVEYOR No. 4555 IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE BY ME OR UNDER MY SUPERVISION.

ERNEST W. WARNER, PLS 4555

BASIS OF READING
THE BASE OF READING IS THE IDAHO WEST ZONE STATE PLANE NAD 1983
BASED ON GPS OBSERVATION AT N 2205358.993L E 2270537.5670 (IDO COURS)
OR4 CONVERGENCE ANGLE =+4327", CAP = 9999999992
Attachment B to Access Roadway Easement

Legal Descriptions of Grantee's Premises
Attachment C to Access Roadway Easement

Institutional Control Program

(see following page)
500. **Trail of the Coeur d’Alenes Institutional Control Program**

**Requirements for Non –Maintenance and Repair Construction Activities**

01. **Legal Authority.** The Implementing Entity shall adopt and implement, in substantial conformance as determined by the State and the Tribe, these Requirements through contractual, regulatory or other appropriate authority.

02. **Purpose.** The purpose of these Requirements is to ensure that activities associated with excavation and grading such as infrastructure development and maintenance; building construction and renovation; and land development, redevelopment and/or modification within the boundaries of the Trail provide for the construction and maintenance of Contaminant Barriers and implementation of other Contaminant management Requirements to preclude the release and migration of and human exposure to Contaminants as necessary to protect the public health and the environment. It is imperative that current and future development and construction activities proceed in a manner which minimizes the release of Contaminants into the environment to minimize exposure to residents, communities, and to workers involved in project work.

03. **Implementation Policy and Standards.** Implementation policy and standards which pertain to the interpretation and enforcement of these Requirements or to the documentation of compliance with these Requirements will be developed by the Implementing Entity.

04. **(Reserved)**

05. **Definitions.** The following terms shall be construed throughout these Requirements in a manner consistent with these definitions:

a. **Agricultural Land** - Land used for pasturing animals or for cultivation and production of agricultural crops including conservation reserve activities.

b. **Applicant** - Any person, contractor, public utility, government or other entity that is required to apply for an Institutional Controls Program (ICP) Permit.

c. **Access Restrictions** - Physical barriers and features such as fences, barricades, curbs, barrier rocks, trenches, signs, etc. that restrict access by vehicles, pedestrians, and animals to contaminated areas.

d. **Barrier** - Any physical structure, material or mechanism installed pursuant to these Requirements or the Consent Decree which acts to break the pathway between Contaminants and human receptors, including but not limited to soil, asphalt and Portland cement concrete, fences, access restrictions, or other structure or covering which separates Contaminants from contact with people or keeps Contaminants in place.

e. **B.O.P** - Barrier Option Plan, a plan which will be provided by an
Applicant, when required, that sets forth the location and type of Barrier which the Applicant intends to construct as part of the permitted work.

f. Building Construction - Construction activity to be performed for any new structure involving disturbance of soil in excess of one cubic yard.

g. Building Renovation - Construction activity to be performed on any existing structure involving ceiling or insulation removal, work in dirt crawl spaces or basements, or disturbance of soil in excess of one cubic yard.

h. CERCLA - Comprehensive Environmental Response, Compensation, and Liability Act.

i. Commercial Property - Retail, wholesale and secondhand businesses, public use areas and common use areas, and public buildings.

1. Type I - Commercial Property predominantly used by Sensitive Populations (e.g. daycare facilities, municipal parks, playgrounds, etc.)

2. Type II - All other Commercial Property.


k. Contaminants - Soil or other material containing, or likely to contain, concentrations of lead equal to or greater than 1000 ppm (700 ppm within a Developed Recreation Area) or concentrations of arsenic equal to or greater than 100 ppm.

l. Developed Recreation Area - Commercial and public recreation areas containing constructed features such as boat ramps, picnic areas, and campgrounds within the Trail. The Developed Recreation Areas of the Trail includes all constructed trail surfaces, stop and views, oases (rest stops) and trailheads but does not include other undeveloped areas within the right of way.

m. Disposal - The placement of Contaminants into an authorized permanent repository.

n. Excavation - Any digging, breaching or disruption of soil not including cultivation of Agricultural Lands or gardens which may release or expose Contaminants to the environment.

o. ICP - The Institutional Controls Program requirements for non-maintenance and repair construction activities for the Trail.

p. ICP Permit - The Contaminant management authorization for projects subject to these Requirements.
q. Implementing Entity - The State and the Tribe for the respective portions of the Trail owned and managed by each or, as designated by the State and the Tribe, other appropriate governmental entity or contractor.

r. Large Project - A project where one cubic yard or more of soil containing Contaminants is disturbed or removed. Large Projects include, but are not limited to, infrastructure construction and maintenance, building construction, renovation, and demolition, land development or any change in the use of land that may result in the release or migration of Contaminants.

s. Record of Compliance - The record maintained by the Implementing Entity pursuant to Section 523 of these Requirements for Small Projects.

t. Release - Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing of Contaminants into the environment.

u. Residential Property - Property used by private individuals or families as a residence.

v. Sensitive Populations - Pregnant women and children up to 12 years old.

w. Small Project - A project where less than one cubic yard of soil containing Contaminants is disturbed or interior work that is not Building Renovation.

x. State – The State of Idaho and its appropriate departments or sub-agencies

y. Trail of the Coeur d’Alenes or Trail or Trail Area – All Developed Recreation Areas and other undeveloped areas within the former Union Pacific Railroad Mullan and Wallace Branch rights of way.

z. Tribe – The Coeur d’Alene Tribe and its appropriate departments or sub-agencies.

aa. Working day - Monday through Friday, but shall not include any legal holiday recognized as such by the State of Idaho or Coeur d’Alene Tribe, as applicable

06. **Statement of Intent.** These Requirements establish standards for Barrier construction and maintenance, and other Contaminant management practices. These Requirements govern management of Contaminants by:

a. Requiring ICP Permits and requiring Barriers for certain construction and excavation activities;

b. Licensing contractors, utilities, and governmental entities which may disrupt or construct Barriers, or otherwise disturb Contaminants;
c. Adopting performance standards;

d. Inspecting for project compliance as required;

e. Regulating the movement and disposal of Contaminants;

f. Making it unlawful to knowingly disrupt a Barrier in a fashion likely to expose persons to Contaminants;

g. Maintaining records of ICP activities.

07. Additional Provisions by Implementing Entity. In conjunction with these Requirements the Implementing Entity may, depending on project size and complexity, provide, as needed:

a. Technical assistance and soil testing;

b. Health screening and intervention;

c. Readily available repositories for disposal of Contaminants;

d. Clean material to restore Barriers for Small Projects;

e. Disposal containers for Small Projects to assist in removal, transportation and disposal of contaminated soil;

f. Health and safety information and education to licensees, permit applicants and the public;

g. Sheet plastic, crushed aggregate and gravel, or other items as appropriate;

h. A database tracking system.

i. Guidelines for managing Contaminants.

501. – 509. (RESERVED)

510. APPLICATION OF REQUIREMENTS
These Requirements shall apply to the Trail Area. These Requirements shall not apply to the Union Pacific Railroad or its contractors when conducting activities within the Trail Area.

01. Standards Adopted.

a. Except as otherwise provided in this Section, Contaminant management is
required on all areas within the Trail including areas that have been remediated; areas not yet tested; and areas testing below action levels in the top 18 inches where Large or Small Projects may disturb Contaminants below 18 inches in excess of one thousand (1000) ppm lead or one hundred (100) ppm arsenic. Contaminant management may include testing of untested areas by the Applicant; testing of deep soils (below 18 inches) by the Applicant where a project may result in deep excavations; and replacement and repair of Barriers in accordance with Section 510, subsection 02; or other management activities. Applicant performed soil testing will be conducted consistent with sampling and analytic procedures developed by the Implementing Entity.

b. Developed Recreation Areas with surface soil containing lead concentrations greater than 700 ppm lead and 100 ppm arsenic shall be capped pursuant to Section 510, subsection 02c.

c. Agricultural and undeveloped land within the Trail is exempt from these Requirements unless soil disturbing activities on these lands are likely to result in the release or migration of Contaminants from these lands.

d. All Barriers existing or hereinafter constructed shall be maintained and protected to original construction specifications.

e. No person shall conduct, except in accordance with these Requirements, any activity within the Trail which breaches a Barrier, may breach a Barrier, or disturbs a Barrier, or otherwise results in a threat to public health or the environment from the migration of Contaminants through tracking on tires or vehicles, visible airborne dust, excavation, transport, disposal, renovation, demolition, run-on or run-off from stormwater or in any other manner on areas remediated within the Trail and/or on areas not yet tested within the Trail.

02. Barriers; Construction and Maintenance Required.

a. The minimum Barrier construction Requirements for Residential and Type I Commercial Properties are as follows:

i. All soil which contains lead equal to or in excess of one thousand (1000) ppm or arsenic equal to or in excess of one hundred (100) ppm and lies within twelve (12) inches of the final grade shall be removed and replaced with replacement material meeting the Requirements of Section 510, subsection 02d.

ii. Any such property with unrestricted access to an adjacent property not meeting the Requirements of Section 510, subsection 01a shall restrict access to such adjacent property.

b. The minimum Barrier construction Requirements for Type II Commercial Properties is a six (6) inch soil with vegetative cover barrier or six (6) inch crushed rock/gravel barrier or asphalt/Portland cement concrete cap. Excavation may be necessary for the installation of barriers to maintain grade or drainage Requirements.
c. The minimum Barrier construction Requirements for Developed Recreation Areas is a six (6) inch soil with vegetative cover barrier or six (6) inch crushed rock/gravel barrier or asphalt/Portland cement concrete cap. Excavation may be necessary for the installation of barriers to maintain grade or drainage Requirements.

d. All twelve (12) inch deep Barriers of soil or crushed rock/gravel required pursuant to the ICP which overlay soils having concentrations of lead equal to or greater than one thousand (1000) ppm or arsenic concentrations equal to or greater than one hundred (100) ppm shall have an underlying visual delineator at the twelve (12) inch depth. Visual delineators are not required if the soil underlying the Barrier has tested under one thousand (1000) ppm lead and one hundred (100) ppm arsenic. Cap Barriers such as Portland cement and asphalt concrete do not require delineators.

e. Soil and crushed aggregate/gravel imported for Barrier material shall contain less than one hundred (100) ppm lead, thirty five (35) ppm arsenic and five (5) ppm cadmium based on average of backfill sampling results. No single sample of replacement materials shall exceed one hundred fifty (150) ppm lead or forty five (45) ppm arsenic.

f. Barriers shall be maintained and repaired in accordance with original construction specifications.

g. Contaminated waste material generated in the construction, maintenance and repair of Barriers shall be disposed of in designated repositories as directed by Implementing Entity.

03. ICP Permits Required.

a. Permits shall be required for Large Projects and Building Renovations.

b. A permit is required for a project which changes the use of a property containing Contaminants. A new Barrier or additional or more substantial Barrier may be required unless waived by the Implementing Entity.

c. A single annual permit covering a specific list of projects may be obtained from the Implementing Entity by entities eligible under Section 531 at the beginning of each year's construction season.

511. – 519. (RESERVED)

520. PERMIT APPLICATION AND ADMINISTRATION.

01. Applications for ICP Permit. Application for an ICP Permit shall be made in writing at the office of the Implementing Entity. Application shall be on forms provided by the Implementing Entity.
02. **Required Applicant Information.** All Applicants shall provide the following information when applying for an ICP Permit with the Implementing Entity:

a. Name, address and telephone number of the Applicant.

b. Location of the work and whether the work is being done on private or public property, or both.

c. The description of work must include methods of handling or storing, and transporting contaminated materials. A site plan may be required by the Implementing Entity if one has not been provided pursuant to the permit process.

d. Dates work will be started and completed.

e. Such other information as the Implementing Entity shall require.

f. A copy of the authorizing document from the government (State or Tribe) having primary authority for the area of the Trail where the work is to occur.

03. **Implementing Entity Requirements for Projects.** The Implementing Entity may require, as appropriate for a particular project, the following:

a. Large Projects:

i. Name, signature, license number, seal and address of engineer, land surveyor, architect, professional planner, landscape architect, or contractor as applicable, involved in preparation of the application or any materials or documents pertaining thereto;

ii. Copies of other government permits, authorizations or permit applications and the supporting documents and materials pertaining thereto;

iii. A key map showing location of project with reference to surrounding properties including owners, streets and city boundaries;

iv. Existing and/or proposed zoning;

v. North arrow and scale;

vi. Site plan showing dimensions, boundaries, existing and/or proposed structures;

vii. Date of most recent property survey and copy of that survey;

viii. Standardized sheet size;

ix. Copies of existing and/or proposed restrictions or covenants;
x. List of ordinance variances required or requested;

xi. Requested or obtained design waivers or exceptions;

xii. Identification of surrounding water courses, flood plains (floodway and 100 year floodplain), wetlands, and environmentally sensitive areas on-site and within 200 feet;

xiii. Soil information as required to determine levels of contamination;

xiv. Location and description of all existing Barriers onsite and bordering the site;

xv. Barrier Option Plan, as required;

xvi. Existing rights-of-way and/or easements on and adjacent to the tract (i.e. streets, utilities);

xvii. Existing and proposed contour intervals based on U.S.G.S. datum, contours to extend 50 feet beyond the project site borders (additional distance may be required in the case of subdivisions and special use permit situations), contour intervals shall be as follows: for sites with slopes of less than 3% - 1 foot intervals; for sites with slopes of 3% to 10% - 2 foot intervals; for sites with slopes over 10% - 5 foot intervals;

xviii. Existing system of site drainage and of any larger tract or basin of which the site is a part;

xix. Drainage calculations;

xx. Existing and proposed utility infrastructure locations;

xxi. Locations of existing and/or proposed activities onsite (i.e. lawn, garden, landscaping areas, pathways, driveways, storage areas, structure locations, etc.);

xxii. Soil erosion and sedimentation control plan if surface is to be disturbed;

xxiii. Dust control plan if surface is to be disturbed;

xxiv. Plan for transporting Contaminants, including but not limited to means for transportation, proposed disposal site and proposed route;

xxv. Access control plan for construction period;

xxvi. Construction schedule;

xxvii. Contractor bonding information;
xxviii. Health and safety plan;

xxix. Reimbursement of professional fees paid by the Implementing Entity to evaluate a project proposal including but not limited to independent architectural and engineering fees.

b. Building Renovations:

i. Name, signature, license number, seal and address of engineer, land surveyor, architect, professional planner, landscape architect, or contractor as applicable, involved in preparation of the application or any materials or documents pertaining thereto;

ii. Type of contaminated material to be handled (i.e. soil, insulation etc.);

iii. Dust control plan;

iv. Access control plan;

v. Worker precautions (health and safety plan);

vi. Transportation information, including means, method of containment of materials, and proposed disposal site;

vii. Contractor bonding information;

vii. Construction schedule.

04. Use of Discretion on Requirements by Implementing Entity. The Implementing Entity may, at its discretion, waive certain application Requirements or information, or require additional or alternative actions or information, depending upon the type and extent of the project and conditions encountered. In no case shall the waiver violate the intent of these Requirements and/or the Consent Decree.

05. Site Inspection or Waiver When ICP Permit Required. Work which requires an ICP Permit shall not commence until a site inspection has been made or waived by the Implementing Entity and an ICP Permit has been issued.

06. Time Specifications. The ICP Permit shall provide that all work shall be completed within a specific period of time and the ICP Permit shall be void if work is not commenced and completed within the times specified. An extension of time may be granted by the Implementing Entity upon a showing of good cause.

07. Other Inspections and Requirements. All ICP Permits granted pursuant to these Requirements remain subject to such other inspections and requirements prescribed by state, tribe or local governments.
521. INSPECTION.
The Applicant shall notify the Implementing Entity by telephone when work is completed. Applicants shall call for inspection in accordance with the terms of the ICP Permit; 48 hours notice (excluding weekends and holidays) to Implementing Entity shall be provided. The inspector shall note approval of the work in writing and shall enter same in the database tracking system, or shall note reasons for disapproval and steps which must be taken to complete the work. Upon completion of the work to the Implementing Entity's satisfaction, the Implementing Entity's final approval shall be noted in the database tracking system. Such entry shall constitute the Record of Compliance for such project. All work governed by these Requirements shall be subject to inspection by the Implementing Entity or its designated agents. The Implementing Entity reserves the right to waive the inspection requirements.

522. PERMIT REVOCATION OR STOP WORK ORDER.
Any ICP Permit may be revoked or a stop Work Order may be issued, without notice by the Implementing Entity, for non-compliance with or violation of any of the provisions of these Requirements or any requirements or limitation of the ICP Permit. If an ICP Permit is revoked, the Implementing Entity may take such steps as are necessary to eliminate any danger from Contamination, including completion of work by the Implementing Entity. The Applicant or contractor may be required to pay all costs and expenses for abatement of any danger and/or completion of the project, including legal fees incurred by the Implementing Entity to obtain compliance. The Implementing Entity will endeavor to provide written notice, but shall reserve any right to act summarily to protect public health and the environment.

523. RECORD OF COMPLIANCE FOR SMALL PROJECTS.
A Record of Compliance for Small Projects which documents compliance with the performance standards established by these Requirements will be entered into the database tracking system based upon an inspection by the Implementing Entity. The Record signifies the person performing the project was notified of any applicable performance standards and guidelines and materially complied with the same.

524. – 529. (RESERVED)

530. CONTRACTOR LICENSING

01. License Required. Any contractor performing Large Projects or transportation or disposal of Contaminants which is likely to expose the contractor, workers or others to Contaminants, must be licensed by the Implementing Entity. There will be no charge for a contractor's license. A contractor shall be prohibited from working on a project requiring an ICP Permit without a current contractor's license issued by the Implementing Entity.

02. Training. In order to obtain a contractor's license from the Implementing Entity, the Contractor must have those supervisors involved in activities dealing with Contaminants participate in training approved by the Implementing Entity and pass an annual examination focusing on the reasons for, and methods of, controlling Contaminants. The purpose of the examination is to assure that all of the Contractor's employees are aware of and observe the
procedures and standards that will protect them and the public from the Contaminants. The Implementing Entity will create and administer the test. The trained Contractor’s supervisor must pass information on to employees as is necessary to protect their health and safety and assure compliance with these Requirements. The Implementing Entity will provide or arrange for appropriate training.

03. **Bonding.** Any Contractor whose license has been revoked by the Implementing Entity within the past three years must, as a condition of reinstatement and maintaining the status of a licensed Contractor, be bonded in the minimum amount of Two Thousand Dollars ($2000.00) or at least five percent (5%) of the cost of any contract the Contractor is engaged in, whichever is greater. Said bond shall be in a form approved by the Implementing Entity and must be suitable to insure payment for completion of Barrier work not completed by the Contractor. A cash deposit or other security acceptable to the Implementing Entity may be utilized in lieu of a bond. The Implementing Entity may establish a bonding program for all Contractors, if deemed necessary to carry out these Requirements.

04. **Suspension or Revocation of License.**

a. Upon a showing that a licensee has violated any provision of these Requirements, or has violated any other health or building code within the boundaries of the Trail, suspension or revocation of the license may be imposed. Suspension or revocation may be made by Implementing Entity. Notification of suspension or revocation shall be in writing.

b. Suspension or revocation may be appealed by the licensee to the Implementing Entity pursuant to procedures provided by the Implementing Entity.

c. If a license is revoked, the Contractor may, upon payment of any cleanup or remediation costs related to past work, reapply for reinstatement of license after one year, however, a contractor whose license has been revoked may not obtain a new license under a different corporate or partnership status until this provision is satisfied.

531. **LICENSE FOR PUBLIC UTILITIES AND GOVERNMENT ENTITIES.**
Upon a demonstration that supervisory employees of a public utility or government entity have participated in an education program approved by, or provided by, the Implementing Entity, a utility company or government entity may receive an annual license which will allow their employees to perform excavation and grading operations without obtaining individual ICP permits. This license may be granted by the Implementing Entity and will require that the entity comply with performance standards and all other requirements contained herein. All supervisory employees involved in and responsible for excavation and grading operations shall have participated in an Implementing Entity approved education program. The trained supervisor must pass information on to employees as is necessary to protect their health and safety and assure compliance with these Requirements. The Implementing Entity shall provide or arrange for training. Entities licensed under this section shall maintain a log of excavation and grading operations on a form approved by the Implementing Entity. Such logs shall be submitted to the Implementing Entity on a regular basis as determined by the Implementing Entity. All licensees shall telephone the appropriate one-call locating service prior to any excavation or grading
operation. Licenses shall be renewed annually upon a showing that the utility or government entity has operated in compliance with these Requirements. This license may also be revoked as provided in Section 530, subsection 04.

532. – 539. (RESERVED)

540. PERFORMANCE OF WORK.

01. Completion of work. All work done pursuant to an ICP Permit shall be completed in a neat and workmanlike manner and so scheduled as to cause the minimum interference with traffic or public use (if applicable) and a minimum dispersal of Contaminants.

02. Work Delayed by Applicant. If the work is unduly delayed by the Applicant, and if the public interest reasonably so demands, the Implementing Entity shall have the authority, upon 24 hours’ written notice to the Applicant, to complete the work to the extent that the Barrier is restored and any Contaminants covered or removed. The actual cost of such work by the Implementing Entity (including legal fees), plus an overhead charge, shall be charged to and paid by the Applicant.

541-598 (Reserved)

599. IMPLEMENTATION, ENFORCEMENT AND ADMINISTRATIVE PROCEDURES.

The Implementing Entity may develop and adopt performance standards and may adopt administrative enforcement and remedy procedures to ensure proper implementation of these Requirements. These standards and procedures shall be consistent with Sections 500.01 and .02 of these Requirements.
operation. Licenses shall be renewed annually upon a showing that the utility or government entity has operated in compliance with these Requirements. This license may also be revoked as provided in Section 530, subsection 04.

532. – 539. (RESERVED)

540. PERFORMANCE OF WORK.

01. Completion of work. All work done pursuant to an ICP Permit shall be completed in a neat and workmanlike manner and so scheduled as to cause the minimum interference with traffic or public use (if applicable) and a minimum dispersal of Contaminants.

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541-598 (Reserved)

599. IMPLEMENTATION, ENFORCEMENT AND ADMINISTRATIVE PROCEDURES.

The Implementing Entity may develop and adopt performance standards and may adopt administrative enforcement and remedy procedures to ensure proper implementation of these Requirements. These standards and procedures shall be consistent with Sections 500.01 and .02 of these Requirements.
AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
November 17-18, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Group Use Fees
ACTION REQUIRED: Board Action
PRESENTER: Troy Elmore/David White/Theresa Perry/Garth Taylor

PRESENTATION

BACKGROUND INFORMATION:

Bear Lake State Park was one of the five parks that increased fees for non-resident day use, (MVEF), and would like to increase fees for their very popular group camp facilities in order to stay competitive with the Utah State Park market. The three regions got together to survey all statewide group camp facilities to assess if other facilities also could benefit from a fee adjustment. Our fees are addressed in IDAPA and approved by the Board and the Legislature. Group use fees, as listed under 26.01.20.254, are not capped and are listed under a “Varies” category. Please see the attached, proposed fees spreadsheet.

IDAPA 26.01.20

254. FEE SCHEDULE: GROUP CAMPSITE OR FACILITY.
Group Facility Fees. Reservation service fee, designated group campground or facility.

<table>
<thead>
<tr>
<th>Category</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reservation Service Charge (non-transferable, non-refundable)</td>
<td>$25</td>
</tr>
<tr>
<td>Group use of day use facility, overnight facility, or group camp (set by park or program manager)</td>
<td>Varies</td>
</tr>
<tr>
<td>Each additional person above the base occupancy of the overnight facility</td>
<td>$12/person/night</td>
</tr>
</tbody>
</table>

(3-20-20)T

STAFF RECOMMENDATIONS:

Staff recommends increasing group camp fee as presented.
<table>
<thead>
<tr>
<th>North Region Group Camp Fees 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Aspen A Blackberry</strong></td>
</tr>
<tr>
<td>$55/575</td>
</tr>
<tr>
<td><strong>Time Windows</strong></td>
</tr>
<tr>
<td>$5300/$5380</td>
</tr>
<tr>
<td><strong>Dowshack</strong></td>
</tr>
<tr>
<td>Fee plus $50.</td>
</tr>
<tr>
<td>Be aware that you are not in the designated parking area. This needs to be self-directed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>South Region Group Camp Fees 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Prayer Point Camp</strong></td>
</tr>
<tr>
<td><strong>$25 per night, extra camp $25/00 per night/camp for up to 5 camping units.</strong></td>
</tr>
<tr>
<td>Max 75 people, max 25 vehicles/TV. Must be in designated parking. For 21 to 26 people.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>East Region Group Camp Fees 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Walnut</strong></td>
</tr>
<tr>
<td>Max 25 people, max of 7 vehicles.</td>
</tr>
<tr>
<td><strong>Broadview</strong></td>
</tr>
<tr>
<td>Min. $100</td>
</tr>
<tr>
<td>Max. $250</td>
</tr>
<tr>
<td><strong>Lake Betsie</strong></td>
</tr>
<tr>
<td>Min. $100</td>
</tr>
<tr>
<td>Max. $250</td>
</tr>
<tr>
<td><strong>City of Rocks</strong></td>
</tr>
<tr>
<td>Min. $100</td>
</tr>
<tr>
<td>Max. $250</td>
</tr>
<tr>
<td><strong>Bear Lake</strong></td>
</tr>
<tr>
<td>Min. $100</td>
</tr>
<tr>
<td>Max. $250</td>
</tr>
</tbody>
</table>
AGENDA
Idaho Park and Recreation Quarterly Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Pending Administrative Rules

ACTION REQUIRED: Adopt Pending Rules

PRESENTER: Seth Hobbs, Rules Review Officer

BACKGROUND INFORMATION:
The Idaho Legislature adjourned sine die without passing a concurrent resolution approving any pending rules as specified under Section 67-5224, Idaho Code. As a result, all rules would not typically take effect. However, Governor Little had the state agencies take proactive action to conditionally re-approve rules upon sine die in the event the Legislature did not approve the rules. IDPR was among those agencies; the Board approved temporary rules at their June meeting. This action proved prescient and has ensured that all rules remain in effect as temporary rules.

The IDPR Rules are:

26.01.03, Rules Governing Recreational Registration Program Vendors

26.01.21, Rules Governing Leasing Practices and Procedures for Recreational Residences Within Heyburn State Park

26.01.22, Rules Governing Cooperating Associations

26.01.24, Rules Governing the Administration of the Sawtooth National Recreation Area Special License Plate Funds

26.01.30, Idaho Safe Boating Rules

26.01.31, Rules Governing the Administration of the Idaho Department of Parks and Recreation State and Federal Grant Funds

26.01.34, Idaho Protection Against Invasive Species Sticker Rules

26.01.37, Rules Governing Test Procedures and Instruments for Noise Abatement of Off Highway Vehicles
A minor administrative amendment to IDAPA 26.01.31 has been made. That amendment removed a nonexistent reference in the definition and replaced them with the correct references as follows:

07. Grant. A grant from programs or funds as described in Section 001.02 050 of this chapter.

08. Grantee. An applicant who receives a grant from the Department for the programs or funds as described in Section 001.02 050.


STAFF RECOMMENDATIONS:
The next step in the rules process is for the Board to approve pending rules for publication in the Idaho Administrative Bulletin on December 22, 2021. The pending rules will be presented to the Legislature for approval during the 2022 Legislative Session.

Staff recommends approval of the pending rules.

RECOMMENDED MOTION:
I move that the Board approve the pending rules as published in the special edition of the Idaho Administrative Bulletin on October 20, 2021 and as detailed in the Notice of Omnibus Rulemaking Adoption of Pending Rule (Attachment B) for the following:

26.01.03, Rules Governing Recreational Registration Program Vendors

26.01.21, Rules Governing Leasing Practices and Procedures for Recreational Residences Within Heyburn State Park

26.01.22, Rules Governing Cooperating Associations

26.01.24, Rules Governing the Administration of the Sawtooth National Recreation Area Special License Plate Funds

26.01.30, Idaho Safe Boating Rules

26.01.31, Rules Governing the Administration of the Idaho Department of Parks and Recreation State and Federal Grant Funds

26.01.34, Idaho Protection Against Invasive Species Sticker Rules

26.01.37, Rules Governing Test Procedures and Instruments for Noise Abatement of Off Highway Vehicles
IDAPA 26 – DEPARTMENT OF PARKS AND RECREATION

DOCKET NO. 26-0000-2001

NOTICE OF OMNIBUS RULEMAKING - ADOPTION OF PENDING RULE

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2022 Idaho State Legislature for final approval. The pending rule becomes final and effective upon the conclusion of the legislative session, unless the rule is approved or rejected in part by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved or rejected in part by concurrent resolution, the rule becomes final and full force and effect upon adoption of the concurrent resolution.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Sections 67-4223, 67-4238, 67-7001, 67-7002, 67-7008A, 67-7103, 67-7122, 67-7125, and 67-7132, Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change.

This pending rule adopts and re-publishes the following existing and previously approved and codified chapter(s) under IDAPA 26, rules of the Department of Parks and Recreation:

IDAPA 26

- 26.01.03, Rules Governing Recreational Registration Program Vendors;
- 26.01.21, Rules Governing Leasing Practices and Procedures for Recreational Residences Within Heyburn State Park;
- 26.01.22, Rules Governing Cooperating Associations;
- 26.01.24, Rules Governing the Administration of the Sawtooth National Recreation Area Special License Plate Funds;
- 26.01.30, Idaho Safe Boating Rules;
- 26.01.31, Rules Governing the Administration of the Idaho Department of Parks and Recreation State and Federal Grant Funds;
- 26.01.34, Idaho Protection Against Invasive Species Sticker Rules; and
- 26.01.37, Rules Governing Test Procedures and Instruments for Noise Abatement of Off Highway Vehicles

The text of the pending rule has been amended in accordance with Section 67-5227, Idaho Code. Only those sections that have changes that differ from the proposed text are printed in this bulletin. The complete text of the proposed rule was published in the October 20, 2021 Idaho Administrative Bulletin, Vol. 20-9SE, pages 3878. This amendment to 26.01.31 removed the reference to a nonexistent section and replaced it with the proper reference. The following definitions of 26.01.31 were updated:

07. Grant. A grant from programs or funds as described in Section 004-02 050 of this chapter.
08. Grantee. An applicant who receives a grant from the Department for the programs or funds as described in Section 004-02 050.

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars ($10,000) during the fiscal year: This rulemaking is not anticipated to have any fiscal impact on the state general fund because the FY2022 budget has already been set by the Legislature, and approved by the Governor, anticipating the existence of the rules and fees being reauthorized by this rulemaking.
ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning this pending rule, contact Seth Hobbs, (208) 514-2427.

Dated this December 22, 2021.

Seth Hobbs, Rules Review Officer
Idaho Department of Parks and Recreation
5657 Warm Springs Avenue, Boise, ID 83716

P.O. Box 83720, Boise, ID, 83720-0065
Phone: (208) 514-2427
seth.hobbs@idpr.idaho.gov
AGENDA
Idaho Park and Recreation Quarterly Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Pending Administrative Fee Rules

ACTION REQUIRED: Adopt Pending Fee Rules

PRESENTER: Seth Hobbs, Rules Review Officer

BACKGROUND INFORMATION:
The Idaho Legislature adjourned sine die without passing a concurrent resolution approving any pending fee rules as specified under Section 67-5224, Idaho Code. As a result, all fee rules would not typically take effect. However, Governor Little had the state agencies take proactive action to conditionally re-approve fee rules upon sine die in the event the Legislature did not approve the rules. IDPR was among those agencies; the Board approved temporary rules at their June meeting. This action proved prescient and has ensured that all fee rules remain in effect as temporary rules.

The IDPR Fee Rules are:

IDAPA 26.01.10, Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation.

IDAPA 26.01.20, Rules Governing the Administration of Park and Recreation Areas and Facilities.

IDAPA 26.01.33, Rules Governing the Administration of the Land and Water Conservation Fund Program.


STAFF RECOMMENDATIONS:
The next step in the rules process is for the Board to approve pending fee rules for publication in the Idaho Administrative Bulletin on December 22, 2021. The pending fee rules will be presented to the Legislature for approval during the 2022 Legislative Session.

Staff recommends approval of the pending rules.
RECOMMENDED MOTION:
I move that the Board approve the pending rules as published in the special edition of the Idaho Administrative Bulletin on October 20, 2021 and as detailed in the Notice of Omnibus Rulemaking Adoption of Pending Fee Rule (Attachment A) for the following:

IDAPA 26.01.10, Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation.

IDAPA 26.01.20, Rules Governing the Administration of Park and Recreation Areas and Facilities.

IDAPA 26.01.33, Rules Governing the Administration of the Land and Water Conservation Fund Program
NOTICE OF OMNIBUS RULEMAKING - ADOPTION OF PENDING FEE RULE

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2022 Idaho State Legislature for final approval. Pursuant to Section 67-5224(5)(c), Idaho Code, this pending rule will not become final and effective until it has been approved by concurrent resolution of the legislature because of the fee being imposed or increased through this rulemaking. The pending fee rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution unless the rule is rejected.

AUTHORITY: In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Sections 67-4223, 67-7115, and 67-7116, Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed fee rule and the text of the pending fee rule with an explanation of the reasons for the change.

This pending fee rule adopts and re-publishes the following existing and previously approved and codified chapter(s) under IDAPA 26, rules of the Department of Parks and Recreation:

IDAPA 26

- 26.01.10, Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation;
- 26.01.20, Rules Governing the Administration of Park and Recreation Areas and Facilities; and
- 26.01.33, Rules Governing the Administration of the Land and Water Conservation Fund Program.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased. This rulemaking does not impose a fee or charge, or increase a fee or charge, beyond what was previously approved and codified in the prior rules.

- IDAPA 26.01.10, Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation. Fees related to temporary permit processing, compensation, application and enforcement.
- IDAPA 26.01.20, Rules Governing the Administration of Park and Recreation Areas and Facilities. Fees related to motor vehicle entrance, parking violations, camping, reservations (placing, modifying, and canceling), vessel moorage, overnight use, surcharges, group facility use, winter access, returned checks, and winter recreation programs.
- IDAPA 26.01.33, Rules Governing the Administration of the Land and Water Conservation Fund Program. Service fee to administer and manage process to convert property from a recreation use.

This fee or charge is being imposed pursuant to Sections 67-4223, 67-7115, and 67-7116, Idaho Code.

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars ($10,000) during the fiscal year: This rulemaking is not anticipated to have any fiscal impact on the state general fund because the FY2022 budget has already been set by the Legislature, and approved by the Governor, anticipating the existence of the rules and fees being reauthorized by this rulemaking.
ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning this pending rule, contact Seth Hobbs (208) 514-2427.

Dated this December 22, 2021

Seth Hobbs, Rules Review Officer  
Idaho Department of Parks and Recreation  
5657 Warm Springs Avenue, Boise, ID 83716

P.O. Box 83720, Boise, ID, 83720-0065  
Phone: (208) 514-2427  
seth.hobbs@idpr.idaho.gov
AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Policy Amendments

ACTION REQUIRED: Amend IDPR Policy 8010
Process for New State Park Acquisition

PRESENTER: Adam R. Zaragoza
Management Services Administrator

PRESENTATION

BACKGROUND INFORMATION:

In August 2021, the IDPR Board amended policy 1010.4.2 (Timely Reviews) which allowed greater flexibility for staff to review, and, propose amendments to any policy for the Board’s consideration. Idaho Codes 67-4219 and 67-4224 generally outlines the duties of the IDPR Board and its duty to acquire, develop and maintain land.

IDPR Policy 8010 outlines a very detailed, and in-depth procedure of how staff and the Board should consider a possible new state park. The current policy, as written, puts all potential parcels into a lengthy, procedural process and eliminates the latest methods for parcel acquisition. Each potential parcel of land is unique and comes with differing challenges. A parcel of land in rural Idaho is much different than in urban Idaho. This amendment will remove the specific procedures and allow staff to use the latest methods of parcel evaluation.

STAFF RECOMMENDATIONS:

Staff recommends amending Policy 8010 as written and attached.

Attachments:
Amended Policy 8010
Idaho Code 67-4219, Informational only
Idaho Code 67-4224, Informational only
Process for New State Park Acquisition

Effective date: 11/2/2017
Policy #: 8010

1. **Purpose:**
   
The Idaho Park and Recreation Board has explicit legislative authority regarding the acquisition of new park properties as set forth in Idaho Code §67-4224. Furthermore, Idaho Code §67-4240 states (in part), “...it is necessary for lands of outstanding park and recreation potential to be acquired and incorporated into the state park system in the most economical manner possible.”

   The purpose of this policy is to 1) outline a general process for evaluating property considered for addition to the Idaho state park system and 2) provide the Board with the necessary tools to make a decision on whether or not to add properties to the state park system.

2. **Scope:**

   This policy applies to Board activities and decisions relative to acquiring new state park properties. This is not to determine an exact way to evaluate potential State Park property as each property is unique and provides various qualities.

3. **Responsibility:**

   The Management Services Administrator is the owner of this policy, and, is responsible for reviewing and updating the policy to reflect current laws, needs, and strategic initiatives of the Department. The Board must approve any amendments to this policy.

4. **Standards and Procedures:**

   4.1. **Definitions**

   **Board:** The Park and Recreation Board.

   **Department:** The Idaho Department of Parks and Recreation.

   **Director:** The Idaho Department of Parks and Recreation Director or designee.

   **Employee:** A person employed by the Department.

   **Governor:** The Governor of the State of Idaho

   **Legislature:** The Idaho Legislature
4.2. Objectives
The duty of the Board is to acquire, develop, and maintain land by gift, devise, purchase, agreement or otherwise to be used for park purposes.

4.3. Evaluation of Potential Acquisitions
The Department may evaluate a subject property using the most relevant, real-time criteria, and professional judgment for acquisition. At any time, the Department may be notified, contacted or solicit opportunities to enhance the State Park system.

If an opportunity becomes available, the department staff shall notify the Management Services Administrator for determination if it meets Idaho Code 67-4219. If deemed it the subject property generally meets Idaho Code, staff shall provide an initial assessment to the Director. If the Director concurs with the initial assessment and would like to proceed forward for any step in the process, the Director will set a meeting with the Board for discussion and/or potential action pursuant to Title 74, Chapter 2. The Director retains discretion to not perform any due diligence beyond the initial assessment.

4.4. Decision of the Board
The Director, or designated staff, may present the subject property to the Board for consideration. The Board may consider the property at a noticed public hearing and take the desired action as the Board sees fit. If the decision is to acquire the property, the discretion will be to the Director and the Board and shall follow Idaho Code §67-4240 and Title 74, Chapter 2.

5. Revision History:
1. Supersedes Board policy DEV, 2:75 Acquisition of State Park Lands and “Procedure to Identify and Evaluate Areas of Outstanding Natural, Scientific, Cultural, Historic or Recreational Value in Idaho”.
2. Written by ABC on 9/28/2015. Moved to new format, substantially edited to provide details on making acquisition decisions.
3. Approved by Board on 11/02/2017

6. References:
1. Idaho Code §67-4219
2. Idaho Code §67-4224
3. Idaho Code §67-4240
4. Idaho Code §67-4242
5. Idaho Title 74, Chapter 2

— End of Document —
TITLE 67
STATE GOVERNMENT AND STATE AFFAIRS
CHAPTER 42
STATE PARKS

67-4219. INTENT OF LEGISLATURE. It is the intent of the legislature that the department of parks and recreation shall formulate and put into execution a long range, comprehensive plan and program for the acquisition or leasing, planning, protection, operation, maintenance, development and wise use of areas of scenic beauty, recreational utility, historic, archaeological or scientific interest, to the end that the health, happiness, recreational opportunities and wholesome enjoyment of life of the people may be further encouraged. The department may fulfill this mission by operating a statewide system of parks and recreation programs or by entering into agreements with cities, counties, recreation districts or other political subdivisions or agencies of the state, the federal government, tribal governments, private landowners or nonprofit organizations, that further expand the public park and recreation opportunities available to the public. The legislature finds that the state of Idaho and its subdivisions should enjoy the benefits of federal lands and assistance programs for the planning and development of the outdoor recreational resources of the state, including the acquisition or leasing of lands and waters and interests therein in accordance with all other applicable laws, including applicable provisions of titles 42 and 43, Idaho Code. It is the purpose of this act to provide authority to enable the state of Idaho and its subdivisions to participate in the benefits of such lands and programs.

History:

How current is this law?

Search the Idaho Statutes and Constitution
Idaho Statutes

Idaho Statutes are updated to the web July 1 following the legislative session.

TITLE 67
STATE GOVERNMENT AND STATE AFFAIRS
CHAPTER 42
STATE PARKS

67-4224. DUTY OF BOARD TO ACQUIRE, DEVELOP, AND MAINTAIN LAND — TRANSFER OF JURISDICTION. It shall be the duty of the board to acquire in the name of the state of Idaho by gift, devise, purchase, agreement, or otherwise, such land as in its judgment may be necessary, suitable and proper for roadside picnic, recreational or park purposes and to control, develop and maintain such land and all existing state parks, state monuments and state recreational areas heretofore established, acquired or designated to be used for such purposes, except state historical monuments. Administrative jurisdiction over all parks, park areas and recreational sites and areas, except wildlife access sites operated by the department of fish and game and roadside picnic areas under the jurisdiction of the department of highways is hereby specifically transferred to the department of parks and recreation.

History:
[67-4224, added 1965, ch. 85, sec. 7, p. 139; am. 1972, ch. 65, sec. 7, p. 108.]

How current is this law?

Search the Idaho Statutes and Constitution
AGENDA ITEM:
Policy Amendments

ACTION REQUIRED:
Amend IDPR Policy 8020
Process for New State Park Acquisition

PRESENTER:
Adam R. Zaragoza
Management Services Administrator

PRESENTATION

BACKGROUND INFORMATION:
In August, 2021, the IDPR Board amended policy 1010.4.2 (Timely Reviews) which allowed greater flexibility for staff to review, and, propose amendments to any policy for the Board’s consideration. Idaho Codes 67-4219 and 67-4224 generally outlines the duties of the IDPR Board and its duty to acquire, develop and maintain land.

IDPR policy 8020 outlines the process to develop State Parks and trails. Generally, this amendment is minor. There are portions of the policy that are not relevant to development of Parks property, such as rental or selling of equipment. This amendment removes provisions that staff has deemed unnecessary for Park development.

STAFF RECOMMENDATIONS:
Staff recommends amending Policy 8020 as written and attached.
Development of New State Parks and Trails

Effective date: 3/4/2017
Policy #: 8020

1. Purpose:
The purpose of this policy is to outline planning, design, and development guidelines relative to new state parks and recreational trails.

2. Scope:
This policy applies to all Department employees involved in the planning, design, and development of new state parks and recreational trails.

3. Responsibility:
The Development Bureau Chief is the owner of this policy and oversees the planning, design, and development of all projects using capital development funds. The owner is responsible for reviewing and updating the policy to reflect current laws, needs, and strategic initiatives. The Board must approve any amendments to this policy.

4. Standards and Procedures:

   4.1. Definitions
   
   Board: The Idaho Park and Recreation Board.

   Contract: A written obligation, which results in a legal agreement between two or more parties. This contract may be a memorandum of agreement, memorandum of understanding, or other written agreement.

   Department: The Idaho Department of Parks and Recreation.

   Director: The Idaho Department of Parks and Recreation Director or designee.

   Employee: A person employed by the Department, including volunteers.

   4.2. Planning of State Parks and Recreational Trails

All planning will consider the most current Statewide Comprehensive Outdoor Recreation Plan for Idaho.
The Department should articulate a long-term vision for the new parks and recreation areas in compliance with Idaho Code 67-4219. The appropriate plans will be developed for the new park, recreation area, and recreational trails. Public participation in the planning process helps the Department understand people's concerns and expectations, identifies potential controversy, and improves decision-making.

4.3. Approval of Plans
The Board has approval authority for all new and park master plans revision. The Board member in whose region a park master plan is being developed will be invited to sit as an ex-officio member of the planning review team for that park’s master planning efforts. The Director has the authority to approve all other planning documents, such as business and work plans.

4.4. Services and Facilities
Services and facilities provided to the public must be consistent with any approved plans. Decisions regarding funding services and facilities will consider:

1. Provision for a wide range of recreational activities.
2. Development of as many activities as is consistent with the classification, wise use, and protection of the facility or natural resources.
3. Provision of access for people with disabilities in compliance with current Americans with Disabilities Act standards.

4.5. Easements
As recognized by memorandum of the State Board of Land Commissioners, adopted April 10, 1990, the Board has the authority to grant easements over any property acquired or developed with the assistance of the Land and Water Conservation Fund Act. Although easements are allowed, the Board has determined that temporary permits, as provided in IDAPA 26.01.10 are preferable to easements. See also Policy 6090: Encroachment Management.

5. Revision History:

1. Supersedes Board policies DEV. 1:91, 08 Planning of State Parks; DEV. 4:73, 08 Services and Facilities; and LEG 10:08 Easements.
2. Revised by PS&ES on 10/17/2016. Moved to new format, combined three sections and edited for detail and clarity.
6. References:

1. Americans with Disabilities Act
2. 16 U.S.C. 4601 Land and Water Conservation Fund Act
3. Policy 6090: Encroachment Management
4. IDAPA 26.01.10
5. Statewide Comprehensive Outdoor Recreation Plan

— End of Document —
AGENDA
Idaho Park and Recreation Board Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Avenue
Boise, ID 83716

AGENDA ITEM: Endowment Fund Investment Board

ACTION REQUIRED: Information Only

PRESENTERS: Idaho Endowment Fund Investment Board Staff
Chris Anton, Manager of Investments
Chris Halvorson, Investment Officer

PRESENTATION

BACKGROUND INFORMATION:

The department has two endowment fund accounts, the Ritter Island Endowment Fund, and the Trail of the Coeur d’Alene Endowment Fund. Both accounts are managed within the statewide Endowment Fund Investment Pool by the Endowment Fund Investment Board (EFIB). Annual reporting for these funds were submitted under the FY 2022 1st Quarter Financial Reports.

EFIB staff will present an overview of the Idaho Endowment Fund Investment Board, review the current investment policy and historical performance, as well as answer any questions from IDPR Board and staff.

STAFF RECOMMENDATIONS

This agenda item is for information only.
AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Grant Conversion Policy Update
ACTION REQUIRED: Board Action Required
PRESENTER: Kathy Muir, Grant Program Manager

BACKGROUND INFORMATION:
Currently the temporary IDAPA rule for conversions in the state grant program identifies that Board approval is required to resolve an issue. IDPR Policy 5040 contradicts that language by stating the procedure to relieve a project sponsor from their commitment falls upon a unanimous vote from the director, grant manager, and associated committee member for the grant program.

Proposed changes to current policy are attached to this agenda item. For reference, below is current and previous IDAPA:

CURRENT IDAPA
450.PROJECT CONVERSIONS.
No grant funded project may, without the prior written approval of the Board, be converted to uses other than for the authorized purposes specified in the original grant application or grant agreement. (7-1-21)

PREVIOUS IDAPA
350.PROJECT CONVERSIONS.
No grant funded project shall, without the prior written approval of the Board, be converted to uses other than for the authorized purposes specified in the original grant application or grant agreement. (4-11-06)

01. Approval of a Conversion. The Board shall approve a conversion only when the grant moneys spent on the project can be returned to the appropriate grant fund or the grantee can provide an immediate substitution of other projects of at least equal current fair market value and of reasonably equivalent recreational usefulness and location. (4-11-06)

02. Resolving a Conversion. If there is a project conversion, the grantee is responsible for repaying the appropriate grant fund an amount determined by investment amortization through use, project life expectancy, and depreciation or appreciation of the facilities or equipment. (4-11-06)

03. Conversion Requests. Project conversion requests shall be in writing by the grantee prior to any conversion attempts. (7-1-99)

Either IDAPA or Policy should identify the process for staff to follow to resolve state grant conversion issues.

STAFF RECOMMENDATIONS:
Staff recommends updating policy to align with IDAPA.
Grant Conversions

Effective date: DRAFT
Policy #: 5040

1. Purpose:
The purpose of this policy is to establish procedures to evaluate conversions of state-funded grant projects.

2. Scope:
All Department employees are expected to comply with—and will be held accountable to—the standards in this policy.

3. Responsibility:
The state and federal grant manager financial officer is the owner of this policy and oversees the grant process through the state and federal grant manager. The owner is responsible for reviewing and updating the policy to reflect current laws, needs, and strategic initiatives. The Board must approve any amendments to this policy.

4. Standards and Procedures:

4.1. Definitions

Board: The Idaho Park and Recreation Board.

Conversion: The act of changing the use of a recreation facility created through state grants funds (in whole or in part) to a use not stated in the original grant purpose.

Department: The Idaho Department of Parks and Recreation.

Director: The Idaho Department of Parks and Recreation Director or designee.

Employee: A person employed by the Department, including volunteers.

Grantee: An applicant who receives a grant from the Department for the programs or funds as described in Section 050 of IDAPA 26.01.31.

4.2. Relocation from Commitment
All current grant applications now state the expected duration of the potential projects. Prior to 2009, the applications did not include the expected duration; those projects are therefore presumed to last in perpetuity. Grant award winners are expected to keep and maintain their projects for the expected duration. At times past grant recipients seek relief from this commitment. If an applicant requests relief from that commitment, staff should evaluate the useful life expectancy of a project.
The procedure to request relief will be as follows:

1. The past grant recipient must provide the state and federal grant manager a detailed justification for why they need relief from their previous commitment.
2. The state and federal grant manager will research and verify the details of the justification and will make a recommendation regarding the request.
3. The state and federal grant manager will present a recommendation to the Board at a public meeting for consideration, email the recommendation and justification to the Director and the associated committee member representing the grant type. If necessary, the state and federal grant manager will schedule phone calls or meetings to discuss the request.
   - If there is a project conversion, the grantee is responsible for repaying the appropriate grant fund an amount determined by investment amortization through use, project life expectancy, and depreciation of appreciation of facilities or equipment.
4. Per IDAPA 26.01.31.450, prior written approval of the Board is required for a project conversion, therefore the Board must take action to complete the process.
5. Upon unanimous vote of all three reviewers (the Director, the associated committee member, and the state and federal grant manager) the request may be approved to relieve the applicant of the duration of the original application.
6. All documentation regarding the request should be stored in the original grant file and noted in the grant program data base.

5. Revision History:

2. Revised by PS&ES on 10/17/2016. Moved to new format and edited for detail.

6. References:

1. None

— End of Document —
AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Cascade Lake State Park Marina Request for Proposal

ACTION REQUIRED: None

PRESENTER: Troy Elmore

PRESENTATION

BACKGROUND INFORMATION: In an effort for the Idaho Department of Parks and Recreation to pursue a public/private agreement for the development of a marina facility located on Lake Cascade State Park, IDPR posted a request for proposal inviting applications for submittal.

IDPR posted a legal notice at the end of August-beginning of September in the Idaho Statesman, Star-News, the IDPR web page, and related social media sites. We requested proposals from private entities interested in entering a business relationship for the development, maintenance and operation of a marina facility providing a retail store, long and short-term slip rental, marine fuel sales and powered and non-powered watercraft rentals.

Two proposals were submitted and evaluated by IDPR staff members. Both applications were determined to be eligible. The proposals identified two unique locations to provide services. The first being at Poison Creek on the west side of the lake and the second located at the Van Wyck boat ramp.

Both proposals have been made available for your review on the IDPR SharePoint site. We would like to entertain both proposals at both sites. We currently scheduled an initial meeting with the interested applicants in hopes of negotiating mutually benefitting contracts that would ultimately provide these needed services to our customers.

STAFF RECOMMENDATIONS: Please share any thoughts or concerns you have about the project.
REQUEST FOR PROPOSAL

FOR THE DEVELOPMENT OF MARINA FACILITIES

AT

LAKE CASCADE STATE PARK

Idaho Department of Parks and Recreation
Lake Cascade State Park
Marina Operation Concession

Issue Date: August 24, 2021
INTRODUCTION

The Idaho Department of Parks and Recreation (IDPR) desires to pursue a public/private agreement for the development of a marina facility, located on Lake Cascade State Park in Central Idaho. IDPR seeks proposals from private entities interested in entering a business relationship for the development, maintenance and operation of a marina facility providing a retail store, long and short-term slip rental, marine fuel sales and powered and non-powered watercraft rentals. A variety of options regarding the rental and operation will be considered as proposed by the respondents to this Request for Proposal (RFP).

NOTE: This Request for Proposal is not intended to be an offer to enter into a contract and is not governed by the State of Idaho purchasing statutes, Idaho Code §§ 67-9201 through 67-9234, nor the Rules of the Division of Purchasing, IDAPA 38.05.01. Upon selection of a suitable proposal, IDPR shall enter into negotiations with the selected Respondent to determine the terms and conditions for a possible concession contract based on, but not limited to, the attached Large Concession Agreement, the special terms and conditions identified herein, the Respondent’s proposal, and such other terms and conditions that IDPR, in its discretion, deems necessary. If IDPR and the selected Respondent are unable to reach agreement on terms and conditions, nothing herein shall be deemed to obligate IDPR to enter into agreement with the selected Respondent or to award the concession contract to any other Respondent. The only right granted to selected Respondent is the right to enter into negotiations with IDPR for possible award of the anticipated concession contract described herein. The concession is located on lands leased from the United States Bureau of Reclamation (Bureau). The concessionaire is subject to the Bureau’s approval, and the concessionaire is responsible for ensuring compliance with all applicable federal statutes, regulations, and executive orders.

IDPR OBJECTIVES

IDPR hopes to provide an identified and desired service for the recreationists of Lake Cascade and Lake Cascade State Park, by seeking a willing and capable private partner.

In responding to this RFP, the Respondent must address all proposal requirements identified in the RFP. The Proposal Format/Requirements Section provides a format to fully describe the opportunities and amenities to be developed and provided, the respective roles of IDPR and the selected Respondents in accomplishing such development, compensation to be made to IDPR, and the qualifications of the Respondent(s) for the project.

Received proposals will be evaluated by IDPR and if, in the opinion of IDPR, an acceptable proposal is received, IDPR may then choose to negotiate a lease agreement with the selected Respondent for the operation and development of the area.
ABOUT THE PARK

The operation of Lake Cascade State Park provides a year-round, exciting variety of day use and overnight experiences. This Park is popular with many visitors, of somewhat diverse recreational interests. The activities that are frequently pursued include: fishing, sailing, water-skiing, sport boating, swimming, snowmobiling, cross country skiing, hiking, mountain biking, picnicking, and camping.

Significant operational challenges are inherent in the management of the park’s multiple, dispersed units. Multiple campgrounds, entrances, and facilities require more staff time to patrol, collect, and maintain compared to other traditional park settings. A total of 26 park entrances, 12 Campgrounds comprised of 280 campsites, two group areas, and several day use areas prove to be a challenge, yet the park maintains a high level of customer satisfaction and repeat customer use.

Park Attributes
Acreage
500

Facilities
Campgrounds, Dump Stations, Flush Toilets, Showers, Day Use areas, Boat Ramps, Handling Docks, Group Yurts

Activities
Fishing, Boating, Waterskiing, Camping, Cross-Country Skiing, Ice Fishing, Educational Programs, Hiking, Swimming, Water Sport Rental Equipment, Biking

Season
Primary Use Season: May through October
Winter Season: December through March

Marketing focus
Campers, Anglers, Water Sports Enthusiasts, Birdwatchers

Staffing
(6) Full-time Personnel

Services

<table>
<thead>
<tr>
<th>Number of Park Entrances</th>
<th>26</th>
<th>Visitor Center</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Campgrounds</td>
<td>12</td>
<td>Equestrian Camping</td>
<td>No</td>
</tr>
<tr>
<td>Total Sites</td>
<td>266</td>
<td>Horses Available</td>
<td>No</td>
</tr>
<tr>
<td>Basic</td>
<td>194</td>
<td>Day Use</td>
<td>12</td>
</tr>
<tr>
<td>Basic-Companion</td>
<td>15</td>
<td>Type of Water Resource</td>
<td>Lake</td>
</tr>
<tr>
<td>Electric</td>
<td>15</td>
<td>Swim Area</td>
<td>2</td>
</tr>
<tr>
<td>Electric-Companion</td>
<td>5</td>
<td>Marina/Boat Docks</td>
<td>0</td>
</tr>
<tr>
<td>Full Hookups</td>
<td>37</td>
<td>Slips at Marina/Boat Docks</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>In-Park Boat Rentals</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boat Ramp in or near Campground</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Limit on Size/Type of Boats/Motors</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Commonly Caught Fish</td>
<td>Trout, Perch,</td>
</tr>
<tr>
<td></td>
<td>Type of Trails</td>
<td>Bass</td>
<td></td>
</tr>
<tr>
<td>--------------------------------</td>
<td>----------------</td>
<td>--------------</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paved Trails</td>
<td>Easy, along</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>lakeshore,</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>dirt</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sports Equipment</td>
<td>Water sports</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(SUP, Kayaks)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Horseshoes</td>
<td></td>
</tr>
<tr>
<td>Number of First Come/First</td>
<td>40</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Served</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land Acres</td>
<td>500</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Max Pad Length</td>
<td>60</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Group Shelters</td>
<td>2</td>
<td>Cascade/Donnelly</td>
<td></td>
</tr>
<tr>
<td>Nearest Gas Station</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cabins</td>
<td>0</td>
<td>Cascade/Donnelly</td>
<td></td>
</tr>
<tr>
<td>Nearest Food Store</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yurts</td>
<td>3</td>
<td>Cascade/Donnelly</td>
<td></td>
</tr>
<tr>
<td>Nearest Laundry</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Houses</td>
<td>0</td>
<td>Cascade/Donnelly</td>
<td></td>
</tr>
<tr>
<td>Nearest ATM</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cottages</td>
<td>0</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Park Office Hours:** 8:00-4:30 pm, (as staffing permits)

**Entrance Station Hours:** 8:00-4:30 pm, (as staffing permits)

**Water Shut-Off Date:** October, sooner if weather requires

**Preferred Sites:** 47, Ridgeview and Poison Creek

**Designated ADA Sites:** Sage Bluff #207, Big Bluff #223, #227, Ridgeview #176, #198, #200, Crown Point #7, #8, Sugarloaf #34, #49, Huckleberry #75, Buttercup #123, #128, Poison Creek #235, #236

**Topography:** Relatively flat valley, park units surrounding Lake Cascade, at base of N. Fork Mountain

**Historic Features of Park:** Created by the construction of a dam in 1948 by the Bureau of Reclamation, Lake Cascade became a state park by agreement between the Bureau of Reclamation and IDPR in 1994.

**Additional Notes:** Lake Cascade State Park is located adjacent to Highway 55, a major North/South travel route in Idaho and a heavily used roadway by Idaho recreationist from the Treasure Valley to Central Idaho.

**DESCRIPTION OF CONCESSION AREA**

Suitability of the proposed marina concession area will be determined by considering existing use patterns, currently available facility, and expressed public desire. It is the responsibility of the proposal respondent to be knowledgeable of the advantages and disadvantages of any proposed site.

**MINIMUM SERVICES REQUIRED**

Respondents must be prepared to provide, at the Respondent’s sole expense, the following minimum levels of service/operation:

- A temporary building/structure suitable for the business need of the proposed operation. Type, size, and final location to be negotiated and approved by IDPR;
- A resale/merchandise program which provides park visitors recreational gear, personal items and other items required or desired by outdoor recreationists;
- A fuel sales station to serve local boaters and recreationists;
- Long and short-term slip rentals for boaters of Lake Cascade;
- Marine pump out facilities for boaters of Lake Cascade; and
- A parking plan, designed to accommodate the anticipated additional users to the park to prevent
over-use of existing parking facilities.

Respondents may propose recreational services that exceed the minimums listed above. The furnishing of additional services will be a consideration in the evaluation of proposals. A Respondent may submit more than one proposal, each with differing opportunities and options.

MINIMUM QUALIFICATIONS

All parties submitting proposals must demonstrate the following minimum qualifications for their proposal to be considered:

1. A verifiable work history of no less than five (5) years in business activities that involve providing products or services to the public.
2. A verifiable work history of no less than two (2) years in overseeing or directing, at the general manager or owner level, a business which provides products or services to the public.
3. A verifiable work history of no less than five (5) years of providing outdoor recreation associated services.

TERMS AND CONDITIONS OF CONTRACT

Please reference the attached State of Idaho, Department of Parks and Recreation Large Concession Agreement, which contains the standard terms and conditions of the agreement.

Respondents may form partnerships and offer joint proposals, but the concession contract must be with one entity that takes overall responsibility for the venture. All partnerships and cooperative agreements must be identified as such in the proposal. Additionally, if the partnership or cooperative agreement intends to create a new business entity with overall responsibility for the venture, the proposal must designate the “primary” partnership entity to be evaluated for meeting the minimum qualifications, and for providing the financial and credit reporting requested on page 10.

In addition to the standard terms and conditions, the following terms will also be incorporated into the IDPR Large Concession Agreement. Any proposed deviations from the standard terms and conditions or the terms listed below must be stated in the proposal and may require additional review and approval.

- All buildings, facilities, lands, utilities, equipment provided to the concessionaire are provided in “as is” condition.
- Concessionaire must assume all utility and day-to-day maintenance costs including solid waste (garbage) removal associated with operation of the concession area.
- The Respondent must also propose a system of financial compensation to IDPR that includes, a percentage of Respondent’s gross revenue from retail and fuel sales, a percentage of Respondent’s gross revenue from all recreation equipment rentals, and any other compensation deemed appropriate. It is the responsibility of the Respondent to make this proposal. The Respondent may, at his/her discretion, suggest that a portion of this compensation take the form of major maintenance work, new development, or services to the Park/Department to offset Park/Department budget costs. Proposals which do not include a realistic plan for compensation to IDPR will not be considered. A plan increasing compensation to IDPR as gross revenue increases will be ranked higher.
- If the Respondent proposes to sell alcohol on the premises this must be stated in the proposal — types of alcohol and manner of sale, i.e. with food, or retail sale.
- Industrial and manufacturing enterprises are prohibited. Storage of solid waste, toxic or hazardous materials is prohibited on the premises except as needed for the operation of the facilities.
IDPR reserves the right to amend the standard terms and conditions, or to require additional special terms and conditions, as necessary to address needs identified in negotiation of the concession agreement with the selected Respondent.

**ADDITIONAL TERMS OF CONTRACT**

IDPR Board policy requires the following: “*Comprehensive Insurance Coverage and Hold-Harmless Clause — Each concession lease shall contain provisions requiring the concessionaire to acquire and maintain throughout the lease term comprehensive general liability insurance in amounts recommended by the Office of Risk Management. The policy shall name the Department as an additional insured. Each concession lease shall contain a provision that the concessionaire will indemnify, hold harmless and defend the Department against all claims, demand, damages, costs, expenses, or liability costs arising out of the operation or maintenance of the concession premises.*”

See the attached Standard Concession Agreement, § 12, for specific insurance requirements. In addition to the insurance requirements in the Standard Concession Contract, the concessionaire will be required to name the United States Bureau of Reclamation as an additional insured on its insurance policy.

**PRE-PROPOSAL CONFERENCE AND TOUR OF FACILITIES**

A non-mandatory pre-proposal conference will be held at Lake Cascade State Park on September 1, 2021, at 10:00 am (MT). This will be your opportunity to ask questions of IDPR staff. All parties interested are invited to participate by attending the conference. Those choosing to participate must pre-register by contacting either by phone or email the RFP Lead. Parties interested are asked to register by August 30, 2021, at 3:00 pm (MT). Any oral answers given by IDPR during the pre-proposal conference are unofficial and will not be binding on the IDPR. Conference attendance is at the participant’s own expense.

**PROPOSAL FORMAT/REQUIREMENTS**

These instructions describe the format to be used when submitting a proposal. The format is designed to ensure a complete submission of information necessary to analyze and evaluate submitted proposals. All the information requested must be provided for a proposal to be considered. There is no intent to limit the content of proposals. Respondents may provide additional information if they wish.

**Cover Letter**

The proposal must include a cover letter on official letterhead of the Respondent; with the Respondent’s name, mailing address, telephone number, facsimile number, e-mail address, and name of Respondent’s authorized signer. The cover letter must identify the RFP Title, and must be signed by an individual authorized to commit the Respondent to the work proposed. In addition, the cover letter must include:

Identification of the Respondent’s corporate or other legal entity status. Respondents must include their tax identification number. The Respondent must be a legal entity authorized to do business within the state of Idaho with the legal right to contract.

A statement indicating the Respondent’s acceptance of and willingness to comply with the requirements of the RFP and attachments thereof, including but not limited to the IDPR Large Concession Agreement terms and conditions. Idaho State Park and Recreation Board Policy specifies a standard term of no more than ten years for concession agreements. Please provide any comments you have about the term of this
agreement under your proposal, including whether it is acceptable and, if required, what the shortest contract term you will accept is.

A statement of the Respondent’s compliance with affirmative action and equal employment regulations.

A statement that Respondent has not employed any company or person other than a bona fide employee working solely for the Respondent or a company regularly employed as its marketing agent, to solicit or secure the Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Contractor or a company regularly employed by the Contractor as its marketing agent, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award of the Contract. The Respondent must affirm its understanding and agreement that for breach or violation of this term, the State has the right to annul the Contract without liability or, in its discretion, to deduct from the Contract price the amount of any such fee, commission, percentage, brokerage fee, gifts or contingencies.

A statement naming the firms and/or staff responsible for writing the Proposal.

A statement affirming the Proposal will be firm and binding for ninety (90) calendar days from the Proposal opening date.

A statement that the Respondent warrants that it does not knowingly and willfully employ persons who cannot legally work in this country; it takes steps to verify that it does not hire persons who have entered our nation illegally or cannot legally work in the United States; and that any misrepresentation in this regard or any employment of persons who have entered our nation illegally or cannot legally work in the United States constitutes a material breach and will be cause for the imposition of monetary penalties up to five percent (5%) of the contract price, per violation, and/or termination of its contract.

Executive Summary
Include an executive summary in the Proposal providing a condensed overview of the contents of the Proposal demonstrating an understanding of the services to be performed.

Experience
Describe in detail your knowledge and experience in providing services like those required in this RFP. List employment/business information for at least five (5) years, beginning with present employment/business providing name and address of the employer/business; telephone number; exact title of position or indicate if self-employed; dates of employment/operation; description of duties, responsibilities, nature of business, and so on; and number of people supervised/employed.

References
List three persons who are not related to you and have definite knowledge of your qualifications and fitness for the concession opportunity for which you are applying. Please provide name, address, phone number, and business/occupation.

Financials
Respondents are required to provide a D&B Comprehensive Insight Plus credit report or Experian Profile Plus report (Credit Report), indicating the Respondent’s current credit score, with the Proposal submission. The Respondent should stamp or write “Trade Secret” or “Confidential” on each page of the Credit Report information that it does not want released. The information will be held in confidence to the extent that law allows. Credit Report must be current and have been established within thirty (30) calendar days of the Proposal closing date.
Credit Reports must be for the exact organization submitting the Proposal as identified on the cover letter. The Credit Report cannot be combined or consolidated with the information from any entity other than the company submitting the Proposal. If the Respondent’s name on the Proposal does not match the name on the Credit Report, it will not be accepted, and the Respondent will be found non-responsive.

The (M) Mandatory elements of this section are two-fold: The Respondent must provide a credit score on one of the named reports AND the report provided in response to the RFP must demonstrate a CSC (credit score class) rating of 1 – 3 or a CRS (credit ranking score) rating of 26 – 100.

Failure to provide one of the named reports (or failure to provide one of the designated credit scores) will result in a finding that the Respondent is non-responsive.

In addition, **a company receiving a CSC rating of High risk (5) or High Medium risk (4) of experiencing financial stress and delinquent payments will not be considered for Contract award.**

- CSC of 1 = Low Risk
- CSC of 2 = Low Medium Risk
- CSC of 3 = Medium Risk
- CSC of 4 = High Medium Risk
- CSC of 5 = High Risk

**A company receiving a rating of High risk (0-10) or High Medium risk (11-25) of experiencing financial stress and delinquent payments will not be considered for Contract award.**

- CRS of 76-100 = Low Risk
- CRS of 51-75  = Low Medium Risk
- CRS of 26-50  = Medium Risk
- CRS of 11-25  = High Medium Risk
- CRS of 0-10   = High Risk

**Proposed Concession Operation Plan**
The proposed Operation Plan must address all the following minimum service requirements. Keep in mind, the evaluators will be scoring your Proposal based on the methodologies proposed and the completeness of the response to each item listed below:

1. Purchase, placement and utilization of the building as an outdoor recreation-based business benefitting both park and area recreationists.
2. Operation of the retail store providing personal and food items, souvenirs, appropriate rental equipment, and so on that may be needed or utilized by park visitors or area recreationists.
3. Rentals of powered and non-powered watercraft, if proposed.
5. Purchase and operation of a fuel sales station to serve local boaters and recreationists.
6. Compatibility of overall operations with park operations.
7. Operating plan which addresses all aspects of the proposed program; including staffing levels, hours of operation, marketing strategy to achieve desired usage levels, measures to be taken to ensure customer satisfaction, actions to achieve Americans with Disabilities Act compliance and a projected budget which includes anticipated costs and revenue for the first five (5) years of operation.
Provide a statement that gives a comprehensive description of your proposed concession operation.

Describe in detail how you would operate the concession. Be as complete as possible, listing intended schedule of operations and safety inspections, any changes that would be made to the facility over time and anything else that is pertinent to the operation.

How will your proposal meet the following objectives?

1. Stimulate the local tourism economy and make the Cascade, Idaho area a more attractive destination for travelers?
2. Enhance Lake Cascade State Park for visitors to the park?

The concession operator will be responsible for all utility costs and the costs of day-to-day maintenance in the concession area. Do you accept this responsibility?

Does your concession proposal include the sale of alcohol? Would this include the retail sale of beer or wine or would it be limited to sale of alcohol with food? If applicable, please explain how alcohol would be sold under your proposal.

Operating Information

1. Length of Seasons (months) __________________
2. Approximate dates of operation by season as applicable ______________ through ______________
3. Hours of operation by season: ________________________________________________
4. Do you (signer of offer) plan to personally supervise the operation?
   Yes____ No____
5. Will there be a person serving as manager?
   Yes____ No____
6. If “Yes” to #5, please indicate the manager’s areas of responsibilities and extent of authority.
7. Indicate the number of employees (indicate the number that you project to be seasonal, permanent, or full-time) estimated to be hired and project wage schedule.

What amounts of insurance coverage for public and employee liability, fire, and other risks will you provide? Include the proposed insurance carrier for each,

Safety and Sanitation: Please provide a statement regarding safety and sanitation programs, inspections, including any plans for training in these areas, both formal and on-the-job.

All applicants must attach a detailed outline of a maintenance program to be developed to provide proper maintenance of all equipment, furnishings, buildings, fixtures, and grounds of the concession area.

**Key Personnel and Qualifications**

Provide a list of key development, construction, management, customer service and other personnel to be used in the fulfillment of this Concession, to include all pertinent contact information if known.

**Subcontractors**

If you intend to utilize subcontractors, describe the extent to which they will be used to comply with Concession requirements. Include each position providing service and provide a detailed description of how the subcontractors are anticipated to be involved under the Concession. Include a description of how the Respondent will ensure that all subcontractors and their employees will meet all Scope of Work requirements.
**Proposed Financial Arrangements**

Provide projected income and cash flow statements for five (5) years, including accompanying schedules of sales (by category), cost of sales (by category), general selling, and administrative expenses. The assumptions on which the projections are based must be explained.

What is your estimate of the cost of financing the proposed operation?

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing buildings and structures</td>
<td>$</td>
</tr>
<tr>
<td>Construction or rehabilitation costs</td>
<td>$</td>
</tr>
<tr>
<td>Equipment</td>
<td>$</td>
</tr>
<tr>
<td>Inventory</td>
<td>$</td>
</tr>
<tr>
<td>Working Capital (other than inventory)</td>
<td>$</td>
</tr>
<tr>
<td><strong>TOTAL COST</strong></td>
<td>$</td>
</tr>
</tbody>
</table>

**Proposed Financial Compensation**

Provide a proposed system of financial compensation to IDPR that includes, a percentage of gross revenue from retail and gas sales, a percentage of gross revenue from recreation equipment rentals, and any other compensation deemed appropriate. It is the responsibility of the Respondent to make this proposal. The Respondent may, at his/her discretion, suggest that a portion of this compensation take the form of major maintenance work, new development, or services to the Park/Department to offset Park/Department budget costs.

Please describe in detail what payments in cash and/or in-kind services you propose to make to the State of Idaho, IDPR.

**PROPOSAL EVALUATION PROCESS**

A panel assembled by IDPR will review all submitted proposals. IDPR’s evaluation of proposals is informal, non-binding, and the score given to a response does not confer any rights upon the Respondent. Points will be awarded based on the following criteria.

1. Does the proposal meet the minimum qualifications listed above? Pass/Fail no points
2. Innovativeness and thoroughness of proposal to meet or exceed IDPR objectives (maximum 40 points)
3. Compensation to IDPR (maximum 25 points)
4. Evaluation of Financial Proposals (maximum 10 points)
5. Technical Qualifications and Experience of the firm (maximum 25 points)

IDPR reserves the right to reject any/all proposals if, in the opinion of IDPR, the proposals do not provide the intended services in a manner acceptable to IDPR. IDPR reserves the right to enter discussions and negotiations with any/all submitters if, in the opinion of IDPR, a proposal has merit but requires further clarification, discussion, or negotiations.

**SCHEDULE OF EVENTS**

1. Request for Proposal is released........................................August 24, 2021
2. Pre-Proposal Conference Registration........................................... August 30, 2021
2. Pre-Proposal Conference............................................................. September 1, 2021
3. Deadline for submitting proposal................................................ September 20, 2021
4. Review of Proposals by Evaluation Committee......................... September 21, 2021
5. Potential submission to IDPR Board for approval..........................November 2021

It is the intention of IDPR to enter into an agreement for the operation of the concession area beginning with the 2022 summer use season. The actual timing may depend upon required approvals, the desires and needs of the private operator, the nature of the proposal accepted, the time frame required to construct the facility, and the time frame necessary for final approval by the United States Bureau of Reclamation. Approval by the Bureau of Reclamation will require compliance with the requirements of the National Environmental Policy Act (NEPA). Concessionaire will be responsible for all costs associated with preparation of an environmental assessment or, if needed, an environmental impact statement.

INCLUDED DOCUMENTS

The following additional documents are included in the RFP package provided to prospective Respondents.

1. Lake Cascade State Park Map
2. Lake Cascade State Park CY15-CY2020 Visitation, and FY17-FY2021 Revenue
3. State of Idaho, Department of Parks and Recreation Large Concession Agreement

SUBMISSION INFORMATION

Proposals may be submitted manually or electronically. The Proposals must be addressed to the RFP Lead and clearly marked “LAKE CASCADE STATE PARK MARINA FACILITY CONCESSION PROPOSAL.” All responses to this RFP are to be received no later than 3:00 p.m. (MT) on September 20, 2021. Please direct questions and responses to this RFP to the following RFP Lead:

Blake Packer, Park Manager
Lake Cascade State Park
100 Kelly’s Parkway
PO Box 709
Cascade, ID 83611
Phone: 208-382-6544
### LAKE CASCADE STATE PARK
### FY2017–FY2021 REVENUE

#### Idaho Department of Parks and Recreation

Lake Cascade State Park Revenue by Classification
FY 2019 through FY 2021

<table>
<thead>
<tr>
<th>Revenue Classification</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>% Change 2021 vs. 2017</th>
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</thead>
<tbody>
<tr>
<td>01-CAMPING</td>
<td>$347,757</td>
<td>$358,257</td>
<td>$338,809</td>
<td>$338,138</td>
<td>$539,857</td>
<td>55%</td>
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<tr>
<td>05-RESERVATION FEE</td>
<td>40,528</td>
<td>44,651</td>
<td>50,165</td>
<td>50,095</td>
<td>70,767</td>
<td>75%</td>
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<tr>
<td>06-CANCELLATION FEE</td>
<td>8,409</td>
<td>9,482</td>
<td>12,247</td>
<td>11,870</td>
<td>16,576</td>
<td>97%</td>
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<tr>
<td>07-MODIFICATION FEE</td>
<td>1,850</td>
<td>1,919</td>
<td>2,730</td>
<td>2,190</td>
<td>1,539</td>
<td>-17%</td>
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<tr>
<td>09-IVET-ANNUAL</td>
<td>1,404</td>
<td>1,889</td>
<td>2,093</td>
<td>1,968</td>
<td>75</td>
<td>85%</td>
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<tr>
<td>10-IVET-DAILY</td>
<td>79,368</td>
<td>88,561</td>
<td>75,879</td>
<td>82,668</td>
<td>133,988</td>
<td>65%</td>
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<tr>
<td>38-CABINS AND YURTS RENTALS</td>
<td>15,158</td>
<td>11,368</td>
<td>11,375</td>
<td>7,000</td>
<td>7,025</td>
<td>-54%</td>
</tr>
<tr>
<td>02-RESALE ITEMS</td>
<td>-</td>
<td>-</td>
<td>684</td>
<td>3,798</td>
<td>5,930</td>
<td></td>
</tr>
<tr>
<td>04-FIREWOOD PRODUCTS</td>
<td>10,363</td>
<td>11,034</td>
<td>9,439</td>
<td>10,474</td>
<td>12,994</td>
<td>25%</td>
</tr>
<tr>
<td>2735 - CONCESSION LEASES</td>
<td>6,004</td>
<td>7,907</td>
<td>9,166</td>
<td>10,670</td>
<td>17,912</td>
<td>198%</td>
</tr>
<tr>
<td>01-PARK DONATIONS</td>
<td>1,677</td>
<td>2,489</td>
<td>2,128</td>
<td>2,910</td>
<td>3,251</td>
<td>94%</td>
</tr>
</tbody>
</table>

**Total:** $512,529 $537,668 $512,716 $521,781 $809,824 58%
### Lake Cascade State Park

**CY2015 - CY 2020 VISITATION**

#### 5yr Average Increase
- Day Use: 23%
- Camping: 14%
- Combined Usage: 21%
- Occupancy: 16%

Day use counters malfunctioned in 2019, 2018 reported

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</tr>
</thead>
<tbody>
<tr>
<td><strong>Resident Day Use</strong></td>
<td>223,331</td>
<td>317,486</td>
<td>562,205</td>
<td>611,027</td>
<td>611,027</td>
<td>530,085</td>
</tr>
<tr>
<td><strong>Non-Resident Day Use</strong></td>
<td>14,255</td>
<td>20,265</td>
<td>35,885</td>
<td>39,002</td>
<td>39,002</td>
<td>33,835</td>
</tr>
<tr>
<td><strong>Total Day Use</strong></td>
<td>237,586</td>
<td>337,751</td>
<td>598,090</td>
<td>650,029</td>
<td>650,029</td>
<td>563,920</td>
</tr>
<tr>
<td><strong>Resident Camping</strong></td>
<td>46,811</td>
<td>62,602</td>
<td>55,961</td>
<td>73,712</td>
<td>58,951</td>
<td>72,791</td>
</tr>
<tr>
<td><strong>Non-Resident Camping</strong></td>
<td>3,738</td>
<td>6,379</td>
<td>8,866</td>
<td>8,361</td>
<td>7,550</td>
<td>13,323</td>
</tr>
<tr>
<td><strong>Total Camping</strong></td>
<td>50,549</td>
<td>68,981</td>
<td>64,827</td>
<td>82,073</td>
<td>66,501</td>
<td>86,114</td>
</tr>
<tr>
<td><strong>Total Nights Stayed</strong></td>
<td>16,532</td>
<td>17,801</td>
<td>18,022</td>
<td>18,659</td>
<td>17,502</td>
<td>20,090</td>
</tr>
<tr>
<td><strong>Combined Resident Usage</strong></td>
<td>270,142</td>
<td>380,088</td>
<td>618,166</td>
<td>684,739</td>
<td>669,978</td>
<td>602,876</td>
</tr>
<tr>
<td><strong>Combined Non-Resident Usage</strong></td>
<td>17,993</td>
<td>26,644</td>
<td>44,751</td>
<td>47,363</td>
<td>46,552</td>
<td>47,158</td>
</tr>
<tr>
<td><strong>Overall Combined Usage</strong></td>
<td>288,135</td>
<td>406,732</td>
<td>662,917</td>
<td>732,102</td>
<td>716,530</td>
<td>650,034</td>
</tr>
</tbody>
</table>

#### Occupancy Rate

- 293 Campsites, 1 Group Camp, 1 Yurt Group

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</thead>
<tbody>
<tr>
<td></td>
<td>20.66%</td>
<td>23.78%</td>
<td>24.05%</td>
<td>28.17%</td>
<td>28.13%</td>
<td>41.92%</td>
</tr>
</tbody>
</table>
LARGE CONCESSION AGREEMENT
No. ______

IDPR Name and Address: Division of Operations
Idaho Department of Parks and Recreation
PO Box 83720
Boise ID 83720-0065

Concessionaire Name and Address:
Lessee Name
Address 1
Address 2
City, State, Zip

Term: Commencement: January 1, _______
Expiration: December 31, _______

Concession Location: Lake Cascade State Park. For specific location of Concession Premises see Attachment B.

Required Dates of Operation: ____________ to ____________, annually.

Rent: Initial rent is ______% of annual gross receipts.
See section 7 of Attachment A.
Rent is due on or before ______ of each year of this Agreement.

Agreement: IDPR, in consideration of the rent paid and the covenants, conditions and restrictions hereinafter set forth in this Agreement (including all Attachments), does hereby grants to Concessionaire and Concessionaire accepts from IDPR, the privilege to use and occupy the designated Premises for the purpose of providing the required and optional concession services and facilities as set forth in this Agreement and in Attachment C, Special Terms and Conditions.

Liability Insurance: See Section 12, Attachment A.

Index: DATA PAGE
SIGNATURE PAGE
ATTACHMENT A—GENERAL TERMS AND CONDITIONS
ATTACHMENT B—CONCESSION PREMISES
ATTACHMENT C—SPECIAL TERMS AND CONDITIONS
ATTACHMENT D—GROSS RECEIPTS REPORTING FORM
This Agreement, including the Data Page, Signature Page and all Attachments (which are incorporated herein in their entirety) is made and entered into by and between IDPR and Concessionaire.

IDPR SIGNATURE

IN WITNESS WHEREOF, the parties hereto have caused these presents to be duly executed the day and year first above written.

SIGNED: IDAHO DEPARTMENT OF PARKS AND RECREATION

BY: Susan Buxton, its Director

State of Idaho  
County of Ada

On this _____ day of ________________, in the year _____, before me, a Notary Public in and for said State, personally appeared Susan Buxton, known to me to be the director of the Idaho Department of Parks and Recreation, that executed the within instrument, and acknowledged to me that the Idaho Department of Parks and Recreation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the day and year last above written.

Notary Public for IDPR of Idaho  
Commission expires:

CONCESSIONAIRE SIGNATURES

By signing, Concessionaire/s verify receipt, review, and acceptance of all attachments and terms and conditions.

x ________________________________

x ________________________________  
(Concessionaire)  
(Concessionaire)

STATE OF ______________________)  
COUNTY OF ____________________)  

On this _____ day of ________________, in the year _____, before me, a Notary Public in and for said State, personally appeared ________________________________
I, [Notary Public's Name], do hereby certify that [Name of Person(s)] is/are known to me to be the person(s) who executed the instrument as Lessee, and acknowledged to me that such person(s) executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the day and year last above written.

____________________________
Notary Public
Commission expires:
Attachment A
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, Attachment C, Special Terms and Conditions, and Attachment D, Gross Receipts Reporting Form.

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 are physically attached to buildings, structures, 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. The State Park or other IDPR-managed property upon which the Premises is located.

1.8 Park Manager. The person, as designated by the Director of IDPR, responsible for administering and supervising the state park or IDPR-managed land where the Premises is located. IDAPA 26.01.20.010.26.
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].”

3. **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 required dates to better serve 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.

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 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 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. All services and facilities provided by Concessionaire must be made available to the public; no private exclusive recreational or residential uses of Concessionaire's facilities is allowed.

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 Concessionaire's use. 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 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 15 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 offer Concessionaire a new 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 as rent to IDPR for each year in the specified 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—if such date falls after the expiration or termination of this Agreement, the obligation to pay such rent shall survive such termination or expiration. Payment shall be made to the order of the Idaho Department of Parks and Recreation, and mailed to the Operations Divisions, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, Idaho 83720-0065.

7.1 **Late payments.** Failure to pay by the above-specified due date will constitute a breach of this Agreement absent a written addendum to this Agreement signed by both parties. 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. Interest will begin to accrue the day after payment is due.

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. 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 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 permits, 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.

9.3 All employees of Concessionaire must wear a shirt or t-shirt with a logo clearly identifying them as employees of the Concessionaire and of a color and design distinguishing them from employees of the Department.

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 all 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, and consistent with prices charged by private businesses in similar situations for comparable facilities, services, and merchandise. 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, federal, and local government laws and regulations, including historic preservation laws and building code requirements, and in a condition harmonious in form, line, color and texture with the surrounding landscape and 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 to enable Concessionaire 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 event, which threatens damage to the Premises or harm to the public, IDPR may immediately act to respond to 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 Premises.

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 IDPR.

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.
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 IDPR and the State of Idaho, 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.

13.1 Upon receipt of IDPR’s tender of indemnity and defense, Concessionaire shall immediately take all reasonable actions necessary, including, but not limited to, providing a legal defense
for IDPR, to begin fulfilling its obligation to indemnify, defend, and save harmless IDPR. Concessionaire’s indemnification and defense liabilities described herein shall apply regardless of any allegations that a claim or suit is attributable in whole or in part to any act or omission of IDPR under this Agreement. However, if it is determined by a final judgment that IDPR’s negligent act or omission is the sole proximate cause of a suit or claim, IDPR shall not be entitled to indemnification from Concessionaire with respect to such suit or claim, and IDPR, in its discretion, may reimburse Concessionaire for reasonable defense costs attributable to the defense provided by any Special Deputy Attorney General appointed pursuant to section 13.2.

13.2 Any legal defense provided by Concessionaire to IDPR under this section must be free of any conflicts of interest, even if retention of separate legal counsel for IDPR is necessary. Any attorney appointed to represent IDPR must first qualify as and be appointed by the Attorney General of the State of Idaho as a Special Deputy Attorney General pursuant to Idaho Code Sections 67-1401(13) and 67-1409(1).

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 must 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. 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 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 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. Concessionaire’s obligation to pay all rent due under this Agreement shall survive termination or expiration of this Agreement until all rent is paid in full.

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, 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.

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 15.1.1, any use, assignment, or disposition of buildings, improvements, appurtenances, and fixtures existing upon the 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 advertising alcohol or containing brand names are to be displayed on the exterior of any building, or displayed in such a manner as to be visible from outside such 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, 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 of 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 connection with the operation of the Concession 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 this Agreement 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 and IDPR.

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 the State of Idaho 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 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. **Force Majeure.** IDPR is not liable any delay or inability of Concessionaire to provide the services and operate the facilities specified in this agreement when such delay or inability is occasioned by unforeseeable causes beyond the control and without the fault or negligence of IDPR, including, but not restricted to, acts of God or the public enemy, fires, floods, epidemics, quarantines, restrictions, strikes, freight embargoes, or unusually severe weather, war, or escalation of hostilities.

40. **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.

41. **Terms and Conditions for Concession Located on State Park Lands Leased from United States.** If the concession is located on state park lands leased from an agency of the United
States, including the Bureau of Reclamation, the Army Corp of Engineers, or the United States Forest Service, then the following terms and conditions apply in addition to those specified above.

41.1 Federal Approval. This Agreement is subject to the approval of the United States, and may be terminated by the United States for the causes specified in 43 C.F.R. § 429.28.

41.2 No Federal Obligation. In the event of the expiration or termination of IDPR’s lease with the United States, this Agreement shall terminate. Absent agreement with the United States, the Concessionaire shall remove all fixed assets and personal property from the Park. No financial obligation or risk will reside in the United States for reimbursement for fixed assets and personal property removed pursuant to this provision.

41.3 No Interference with Project Purposes. This Agreement is subject to the rights of the United States and its agents to use the Concession Premises as necessary to fulfill the purposes for which the United States set the lands and reservoir aside.

41.3 Annual Operation Plan. Concessionaire shall prepare and submit to IDPR and the United States an annual operations and maintenance plan.

41.4 Annual Reviews. The United States will conduct an annual review and evaluation of concession operations, and may conduct unplanned reviews as necessary. Concessionaire shall correct any operational or administrative deficiencies identified during such reviews.

41.5 Advertising and Signs. The logo or name of the applicable United States agency, along with the logo or name of IDPR, will be displayed at all concession entrances used by the public. Outdoor signs or advertising on federal lands must be approved by the United States before being displayed.

41.6 Insurance. In addition to the Insurance requirements set forth in Section 12 of this Agreement, Concessionaire must have and maintain an appropriate insurance policy that will indemnify the United States, provide that the insurance company will have no right of subrogation against the United States, and names the United States as an additional insured.

41.7 Employment of United States Employees and Family Members. Employees or family members of the applicable agency of the United States may not be owners, partners, board members, corporate officers, general managers, or employees of the Concessionaire, nor may they have any financial interest in the Concessionaire’s company.

41.8 Minimum Wage. Concessionaire shall comply with the requirements of Executive Order No. 13658 (Jan. 2015), and Executive Order 13838 (May 2018), and all related regulations of the U.S. Department of Labor, requiring that employees be paid the minimum wage published by the Secretary of Labor at https://www.dol.gov/agencies/whd/government-contracts/minimum-
wage, excepting those employees involved exclusively in the provision of seasonal recreational services such as seasonal recreational outfitter services, seasonal recreational guide services, other seasonal recreational services, or the rental of seasonal recreational equipment. Provided further, that employees connected with the provision of lodging or food services relating to the provision of such seasonal recreational services shall be paid the above-described minimum wage.

41.9 Sick Leave. Concessionaire shall comply with the requirements of Executive Order 13706 (Sept. 2015), and all related regulations of the U.S. Department of Labor, requiring that Concessionaire provide qualified employees up to seven days of paid sick leave annually, including paid leave allowing for family care.
Statement of Qualifications

Lake Cascade State Park Marina Facilities
Poison Creek Day Use Area
Cascade, Idaho
Acknowledgements

Text Produced by: Tamarack Resort
Scott Turlington

SOQ Layout Produced by: The Land Group
Doug Russell
Chad Lorontzon
Elaine Zabriskie
September 20, 2021

Blake Packer, Park Manager
Lake Cascade State Park
100 Kelly’s Parkway
PO Box 79
Cascade, ID 83611

Mr. Packer:

The Lake Cascade State Park Marina Facility and Concession Request for Proposal is an extraordinary opportunity to create a marina facility on Lake Cascade that will have significant public benefits as well as positive economic benefits for Donnelly, Cascade and Lake Cascade State Park.

Beginning in the summer of 2005, Tamarack started operating a small lakefront facility complete with boat rentals, boat moorage and temporary retail facilities. This was done under a small concession agreement with the Idaho Department of Parks and Recreation (IDPR). Tamarack has gained a deep understanding of the ever-increasing demands for these services on Lake Cascade. The long-term vision for Tamarack always included a public marina and lakefront development such as the one contemplated within IDPRs Request for Proposal.

In response the IDPR Request for Proposal for the development of marina facilities at Lake Cascade State Park, Tamarack is pleased to submit the enclosed response, on time, and fully responsive, for IDPRs consideration. Tamarack’s response to this RFP meets and/or exceeds IDPRs minimum services and the minimum qualifications that are required.

Tamarack desires to pursue a public/private agreement for the development of a marina, and associated facilities, to be located within the Poison Creek Day Use Area of Lake Cascade State Park. Thank you for your consideration.

Scott Turlington | President
Tamarack Resort
Proposal Requirements

Offeror
Tamarack Resort Two, LLC
311 Village Dr
Tamarack, ID 83615
208-325-1000

Offeror's authorized signer
Scott Turlington, President
Tamarack Resort
sturlington@tamarackidaho.com
208-325-1000

Legal Entity and Status of Offeror
Tamarack Resort Two, LLC, is a limited liability corporation duly organized under the laws of the state of Idaho and Florida with a legal right to contract in the state of Idaho. Tamarack Resort Two, LLC's tax identification number is: 84-2763375.

Statement of Acceptance
Tamarack accepts, and is willing to comply with, the requirements of the RFP, and the attachments, including IDPRs Large Concession Agreement terms and conditions, subject to negotiations, should Tamarack be selected. The RFP requests that Tamarack provide comments about the term of the proposed agreement.

Tamarack offers the following:

Large Concession Agreement Term
Subject to IDPR Board approval, Tamarack requests a twenty-year term, with an initial ten-year term and an option to renew for an additional ten-year term, subject to the terms and conditions of the lease. The option would be subject to IDPR approval and Tamarack’s acceptance. If the IDPR Board, or staff, is unable to consider and approve this request, Tamarack accepts the current IDPR Board Policy of a ten-year term with the first right to accept a new agreement as outlined in Section 3.1 of the proposed Large Concession Agreement. Considering the level of investment Tamarack proposes to make, Tamarack respectfully requests the ability to further negotiate the term, should Tamarack be selected and advance to formal negotiations for the Poison Creek Day Use Area concessions proposal.

Statement of Compliance – Affirmative Action and Equal Employment Regulations
Tamarack affirmatively states compliance with all Affirmative Action and Equal Employment Opportunity Regulations.
Statement of Compliance – Brokerage Fees
Tamarack affirms that it has not employed any company or person other than a bona fide employee working solely for Tamarack, or a company regularly employed as Tamarack’s agent, to solicit or secure this contract. Tamarack further affirms that it has not paid or agreed to pay any entity or person, other than a bona fide employee working solely for Tamarack, or a company regularly employed by Tamarack as its agent, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon, or resulting from, the award of this agreement.

Tamarack affirmatively states that it understands and agrees that a breach or violation of this term may result in the annulment of any agreement that may result from these negotiations, and that in IDPRs discretion, it may deduct from the agreement any fees or the amount equal to any such fee, commission, percentage, brokerage fee, gifts or contingencies.

Statement of Intent – 90 days
Tamarack affirmatively states that this proposal will be firm and binding for ninety (90) calendar days from September 20, 2021 through December 20, 2021.

Statement Identifying Parties Responsible for Preparing this Response
Tamarack Resort
  » Scott Turlington
  » The Land Group, Inc.,
    » Doug Russell
    » Chad Lorenz
    » Elaine Zabriskie

Statement of Compliance – Employees
Tamarack warrants that it does not knowingly and willfully employ persons who cannot legally work in this country. Tamarack takes steps to verify that it does not hire persons who have entered our nation illegally or cannot legally work in the United States. Tamarack further affirms that any misrepresentation in this regard would constitute a material breach and will be cause for the imposition of monetary penalties up to five percent (5%) of the contract price, per violation, and/or termination of the contract.

Lake Cascade State Park Marina Facility Concession Statement of Qualifications 5
Tamarack has demonstrated a long-term interest in developing a marina facility and partnering with IDPR at the Poison Creek site. Tamarack has operated a small lakefront facility under a small concession agreement with IDPR from 2005 – 2009 and 2015 – 2021. During these periods of time, Tamarack has gained a deep understanding of the ever-increasing demands for these services on Lake Cascade.

The amenities and facilities proposed by Tamarack at Poison Creek meet the following minimum services required as outlined by IDPR in the RFP. Those include:

- Long-term and short-term slip rentals for boaters
- Structure(s) (temporary and/or permanent) suitable for the business needs of Tamarack’s proposed operations
- Retail merchandise, gear and accessories, including IDPR and IDFG licenses
- On-site fuel sales to serve boaters and other recreationalists
- Marine pump out facilities for boaters
- Adequate parking to accommodate anticipated and additional park uses

Additional amenities and features proposed by Tamarack include:

- Marina facilities of approximately 150 slips
  - Initial offering of approximately 50 slips
  - Scaled based on market demands
  - Short-term boat moorage
  - Anchored moorage buoys for transient watercraft
  - A temporary dock for watercraft not staying overnight

Tamarack’s vision is comprised of amenities and facilities that will enable Tamarack to create and operate a successful marina and associated facilities for the long term. Tamarack is proposing to operate its concession area within Poison Creek without the need to remove any existing RV slips. In fact, Tamarack proposes to offer additional RV slips in favor of IDPR in order to enhance the opportunities for RV camping at this facility. The concession area will provide amenities and recreation opportunities for the general public.
Primary concession facility located along the waterfront designed to operate as a central location for rentals, fuel sales and small concession sales.
- Facility would be approximately 1,000 square feet
- Would have visual access over water, marina, and shoreline
- Sale of small concessions including retail merchandise, food and beverage snacks and fuel sales
- Wintertime use for fuel sales, fishing tackle and food and beverage

Various types of watercraft rentals including:
- Pontoon boats
- Water ski boats
- Personal watercraft
- Fishing boats
- Lake kayaks
- Canoes
- Sailboats
- Hobie Cats

A fish-cleaning station and boat cleaning station near public boat ramp
- Casual dining with indoor and outdoor seating
- Dining facility would be approximately 3,000 square feet and can be configured to operate year round, depending on demand for wintertime services

A public swimming area/beach cordoned off to motorized craft with beach area consisting of approximately 600 linear feet of shoreline
- This would include a children's play area within cordoned off area
- Recreation activities such as:

Sandpit for a volleyball or badminton
- Horseshoe pit
- Bocce ball court
- Croquet court
- Picnic tables

Overflow marina and campground parking within the existing facility
- Additional parking available at across the road at Tamarrack

Additional RV slips on the parcel of land between Poison Creek and West Mountain Campgrounds
- Subject to IDPR approval, Tamarrack would add approximately 5-10 new RV slips with the same level of service as current RV slips at Poison Creek

Improved pedestrian trail(s) traversing north-south through the park that may connect with adjoining IDPR facilities
- Pedestrian foot bridges that connect Poison Creek to West Mountain Campground
- Pedestrian trails connecting Huckleberry and West Mountain Campgrounds to Poison Creek Campground

Winter use – the following are proposed for the winter season:
- Fueling station for snowmobiles
- Sale/rental of ice fishing supplies and equipment
- Sale of food, hot beverages and other perishables
Tamarack believes there is an opportunity to enhance the RV camping at Poison Creek by increasing the number of RV slips which generate revenue for IDPR. It may also be feasible to offer year-round RV hookups so that the RV camping opportunities can be extended beyond the current season as well as new trails that connect other IDPR campgrounds to Poison Creek. The RFP offers the ability for Tamarack to propose that a portion of the annual compensation to IDPR act as an offset through new development, major maintenance to the existing park or other in-kind services. Tamarack puts forward this idea for further discussion with IDPR, should Tamarack be selected to advance to formal negotiations.

Tamarack affirms its commitment to develop this proposal in a way that enhances and protects the natural environment and respects the context of the surrounding landscape. It is, after all, this landscape that attracts the visitors who recreate here. Lake Cascade is home to many species of waterfowl, shore birds and birds of prey. Recreation trails and interpretive signs will be designed to provide educational opportunities to the general public about the lake as a natural resource with multiple uses.

Experience
Tamarack has gained a tremendous amount of experience as the concessionaire of the Small Concession Agreement on Poison Creek during the 10 years it has operated at Poison Creek. Tamarack's experience directly correlates to this proposal in many aspects, including:

- rental of motorized watercraft
- sale of IDPR parking passes
- watersports lessons
- retail sales
- rental of non-motorized watercraft
- paddle boards
- temporary dock
- monorage buoys
- lakeside cabanas
- offering of goods for sale
- offering of services
- ADA compliant concession
Key Personnel

Dustin Simons
Director of Base Operations
Tamarack Resort

Dustin Simons joined Tamarack as an employee in 2006. In addition to overseeing the waterfront operations and other winter and summer-based recreation activities, Dustin oversees all of Tamarack’s base recreation operations, meaning all recreational based operations not on the mountain. Dustin has been an important member of Tamarack’s management team for many years and is well-hought-of across the organization.

Wolfe Ashcraft
Vice President of Resort Operations
Tamarack Resort

As Tamarack’s Vice President of Resort Operations, Wolfe oversees all aspects of base and mountain recreation operations. Wolfe has been with Tamarack since 2004 in various capacities and has a tremendous depth of knowledge when it comes to the day-to-day operations across all areas of Tamarack.

Scott Turlington
President
Tamarack Resort

Scott has been the President of Tamarack since April 2020. He first joined Tamarack in 2004 as its Vice President of External Affairs. Scott oversees the day-to-day resort and real estate operations and will be responsible for the successful operations of the marina.

References

Gordon Hansen, Owner
Idaho Water Sports
2165 Overland Ave, Burley, ID 83318
208-678-5869

Levi Johnson, Community Manager
Tamarack Municipal Association
311 Village Drive, Tamarack, ID 83615
208 315 0859

Mike Stoddard, Attorney
Hawley Troxell
877 W. Main St. Boise, ID 83702
208 334-6000
Objectives and Responsibilities

Objective 1: Stimulate the local tourism economy and make the Cascade, Idaho area a more attractive destination for travelers.
Tamarack's proposed marina development will stimulate the local tourism economy by offering services that have not been offered previously on Lake Cascade. Some of these services include a public marina, fuel sales for boats and other recreational vehicles including snowmobiles and on-water motorized boat rentals and non-motorized equipment for the public.

Objective 2: Enhance Lake Cascade State Park for visitors to the Park
Tamarack's proposed marina development will enhance Lake Cascade State Park for visitors in several ways including, access to retail facilities, fuel options for recreational vehicles, a casual dining facility at Poison Creek and pedestrian foot trails connecting adjacent IDPR campgrounds to Poison Creek. Tamarack's proposed facility is a public facility and any of Lake Cascade State Park visitors are welcomed to enjoy and make use of the proposed services offered by Tamarack.

Statement of Responsibility:
Utilities and Maintenance Costs
Tamarack affirmatively states that it will accept the responsibility for all utility costs and the costs of day to day maintenance in the concession area.
Sale of Alcohol – Retail Beer and Wine by the Drink

Tamarack’s concession proposal contemplates the retail sale of beer and wine by the glass, in addition to the sale of alcohol with the purchase of food. Idaho Code §39-303h and §39-347 gives the Alcohol Beverage Control the authority to authorize this use to the owner, operator or lessee of waterfront facility or year-round resort. If Tamarack ultimately elects to offer alcohol for sale at Poison Creek as a part of its concession, Tamarack affirms that it will follow all the prescribed rules as set forth in Idaho Code for responsibly serving alcohol.

Insurance Coverage – Public and Employee

Tamarack currently provides comprehensive insurance coverage for general liability, fire and other risks for the resort, its employees and the public. These services are provided through Granite State Insurance Co., National Fire Insurance Co. and Indian Harbor Insurance Co. The marina operations will be included under these policies and detailed binders can be provided to IDPR upon request.

Statement on Safety and Sanitation

Tamarack requires their employees undergo safety training and employees who work at the proposed marina facility would do the same. For additional information on sanitation, please refer to the Overview of Maintenance Program section of the response.
Proposed Concessions Operations Plan

As outlined in previous sections, and in the site plan, Tamarack proposes to offer retail, casual dining, a rental facility, a marina with fuel services and other recreation-based amenities. These facilities incorporate the core of Tamarack’s proposed operations.

The retail facility will offer basic retail items for the public including fishing tackle, licensing and IDPR park passes. The casual dining facility will seat approximately 40 people, both inside and outside, and will offer a lighter fare for the public. Tamarack’s rental facility will house the operations for all equipment rentals, including the sale of fuel. Tamarack also proposes to increase public parking at the facility as noted on the site plan under P, Marina Parking.

The marina slips and docks are proposed to be located to the north of the current boat launch. It is anticipated that Tamarack will begin its operation with approximately 50 slips and then add additional slips as the market demand increases. Tamarack anticipates approximately 150 slips at buildout. Tamarack’s proposal includes a fueling station at the marina which will serve watercraft and other recreational vehicles in the summer and winter months.

Tamarack believes that the overall compatibility with its proposed operations is very much aligned with the operations of IDPRs existing facility at Poison Creek. All of Tamarack’s facilities will comply with the Americans with Disabilities Act, as required by federal and state law. The final placement and location of the proposed facilities will be determined as Tamarack and IDPR negotiate those details.
Additional operational details for the proposed facility includes the following:

1. Length of Seasons:
   • Summer – 5 months
   • Winter – 3 months

2. Approximate dates of operation by seasons:
   • Summer – May 1 – September 15
   • Winter – December 20 – March 15

3. Hours of operation by seasons:
   • Summer – Monday – Sunday 7AM – 7PM
   • Winter – Monday – Sunday 8AM – 7PM

4. Does the person who signs the Offer plan to personally supervise the operations?
   • Yes

5. Will there be a person serving as a manager?
   • Yes

6. Please indicate the areas of responsibility and extent of authority of the proposed manager.
   • The manager will be responsible for all day to day operations of the proposed concession area.
   This person will have line authority discretion to make decisions that affect the daily operations of the proposed concession. This person will always also have direct access to Dustin Simons, Wolfe Ashcraft, or Scott Turlington during their shift.

7. How many employees does Tamarack anticipate having at the proposed concession and how many will be seasonal, full time or part time and what is the estimated wage for schedule?
   • 9 employees
   • Seasonal full-time – 5
   • Full-time year-round – 1
   • Part-time seasonal – 3
# Overview of Maintenance Program

**Boat Ramps**
Surface to remain in good condition without potholes, cracks or heaves. Ramp to remain free of debris, overhanging brush.

**Buildings**
Including restrooms, restaurants, concessions, displays and picnic shelters. Structures and associated fixtures are to be maintained in good repair, in safe, clean and sanitary condition at all times. All buildings receive an annual structural maintenance inspection. Items needing repair are corrected immediately or reported for scheduling.

**Picnic Tables**
Inspect for cleanliness and safety. Tables should be sturdy, clean, free from splinters, food debris and graffiti.

**Culverts and Ditches**
Associated with park roads, parking lots and trails. Culverts and ditches will be kept open and repaired so they function as intended.

**Beach/Shoreline Use Areas**
Areas to be free of litter and user-built site improvements.

**Garbage/Litter Collection**
All park areas are litter-free. Garbage cans are routinely emptied and kept in good condition and free from odors.

**Graveled Surface Areas**
Surfaces are to be kept in good condition without potholes and mudholes. Areas are to be free of overhanging brush and adequate sight distance is to be maintained.

<table>
<thead>
<tr>
<th></th>
<th>Daily: inspect ramp and remove debris. Immediately correct or report all deficiencies and hazards.</th>
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<tr>
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<td>Weekly (off-season): inspect ramp and remove debris.</td>
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<td><strong>Daily:</strong> Inspect buildings and fixtures for repair needs; sweep or vacuum floors; clean sinks, windows, counters, seats and displays and empty waste containers.</td>
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<td>Weekly: <strong>Mop floors if appropriate.</strong></td>
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<td><strong>As required:</strong> Replace light bulbs, remove cobwebs and bird nests, inspect and clean troughs.</td>
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<td><strong>Weekly:</strong> Wash tables. Sand rough spots; tighten loose bolts and replace damaged boards immediately.</td>
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<td><strong>Yearly Pre-Winter:</strong> Perform inspections of culverts and ditches. After severe weather events additional inspections will be done. Items needing repair are logged and repaired as soon as practical</td>
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<td><strong>Weekly:</strong> inspect all areas; remove overhearing vegetation; correct minor surface deficiencies and schedule major repairs as needed.</td>
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<tr>
<td>Marina, Boat Docks, Floats and Buoys</td>
<td>Bi-weekly: Inspect all areas and immediately correct or report all deficiencies and hazards. Inspect immediately following severe weather events or high-water events.</td>
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<tr>
<td>Docking and shoreline connection points are sound. Cleats, buoys and markers are visible and correctly located. Underwater and onshore hazards, litter and unwanted vegetation are removed in the marina area and other areas.</td>
<td><strong>Pre and Post Season:</strong> When the marina, docks and buoys are out of the water, inspect for cracked plastic, sharp edges, frayec cables, or exposed cables ends. Clean and remove all accumulated algae. <strong>Monthly:</strong> Perform safety and housekeeping inspections. Items needing repair are logged and scheduled for repair as soon as practical. <strong>Quarterly:</strong> Inspect paved areas; correct minor repairs such as potholes, removed debris and brush; schedule major repair needs such as striping, overlay or chip seal. Items needing repair are corrected immediately or reported for scheduling. <strong>Weekly:</strong> Turn on faucet to check operation and base drainage. Remove litter, debris and weeds from base. Repair faucet and drainage as needed. Items needing repair are corrected immediately or reported for scheduling. <strong>Daily (or as needed):</strong> Monitor systems and perform tests as required. Prepare and submit reports as required. Items needing repair are corrected immediately or reported for scheduling.</td>
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<tr>
<td>Non-public Buildings</td>
<td>including maintenance shops, pump houses, storage buildings. Building interior and exteriors will be maintained in a safe, clean condition at all times. All buildings will receive an annual structural maintenance inspection.</td>
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<tr>
<td>Paved Areas</td>
<td>Including roads, parking lots, pavement surface, concrete or paver block. Surfaces are to be in clean and good condition, free of potholes and ruts, cracks and heaves. Striping is to be clearly visible and areas are to be free of overhanging brush.</td>
</tr>
<tr>
<td>Potable Water Hydrants</td>
<td>Inspect for cleanliness and operation. Faucets should turn on and off easily and should not leak. No litter, food debris or vegetation should accumulate around the base. The base drain should take a full flow of water from the faucet.</td>
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<tr>
<td>Potable Water Systems</td>
<td>Including wells, treatment plants, lines and pressure systems. All systems must meet the requirements for federal and state safe drinking water requirements.</td>
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</table>
### Restroom Buildings
Structures and fixtures are maintained in good repair, in clean and sanitary condition at all times. Items needing repair are corrected immediately or reported for scheduling.

| Daily: | Inspect buildings and fixtures for repair needs; sweep or vacuum floors; clean sinks, urinals, stalls, mirrors, windows, counters and seats and displays and empty waste containers. |
| Weekly: | Wash walls and clean soap buildup; clean floor drains; clean the pipe chase and inventory maintenance supplies. |
| As required: | Replace light bulbs, remove cobwebs and bird nests, inspect and clean troughs. |

### Signs
Signs should be clean, legible and damage free; signposts should be straight. All vehicle signs should be in conformance with the Manual for Uniform Traffic Control Devices. No visitor or homemade signs in recreation areas.

| Weekly: | Inspect signs. Replace signs that are missing or damaged within three days (in season, five days during off-season). Traffic control signs must be replaced immediately. Signs should be free from overhanging brush and debris. Signs should not have an obstructed view because brush or other vegetation is blocking the view. |

### Trails and Footpaths
Including paved bike and footpaths, and surfaced hiking trails. Surfaces may be concrete, gravel, wood chip or native soil. Surfaces are to be in good condition. Ramps must be smooth. Stringers and deckings are to be roll-free. Areas are to be free of overhanging brush; adequate sight distance is to be maintained.

| Monthly: | Inspect all areas; remove overhanging vegetation; correct minor surface deficiencies, schedule major repair needs such as overlay, grading or resurfacing. During season of operation inspect immediately after severe weather events. |

### Turf Areas
All turf and grass areas should be healthy and vigorous. Specific treatments such as irrigation, vertisilting, fertilization, and pesticide application should be undertaken when necessary and appropriate. If parks are open, entry points to areas not receiving fertilizer and pesticide applications will be posted for an appropriate time before, during and after the treatment.

| Weekly (in season): | Managed turf areas should be kept to a moderate size around public buildings. Mowing should be sufficient to keep lawns neat and trimmed. Irrigation and fertilization are appropriate. Grass in camp sites and along roadsides should be mowed when it’s height exceeds 4”. Turf grass will be irrigated in areas of heavy use. Un-watered taller native grasses will be kept near wetlands, fences and as a way of delineating various managed areas. |
All American Outdoors, Inc. dba Lake Cascade Sport & Marine

Tax ID #83-0412817

D-U-N-S #60-221-1216

Owners-Victor & Carrie Kranz

102 S Front Street

PO Box 893

Cascade, ID 83611

info@lakecascadesportmarine.com

Phone-208-382-4277

Fax-208-382-4355

Response to Request for Proposal to

Idaho Department of Parks and Recreation

Lake Cascade State Park Marina Facility Concession Proposal

For the Development of Marina Facilities at Lake Cascade State Park

Issue Date: August 24, 2021

Response Date: September 20, 2021
Response to Request for Proposal
Idaho Department of Parks and Recreation
Lake Cascade State Park
Marina Facility Concession Proposal
For the Development of Marina Facilities at Lake Cascade State Park

Dear IDPR:

All American Outdoors, Inc. dba Lake Cascade Sport & Marine (LCSM) accept and are willing to comply with the requirements of the RFP and attachments thereof, including but not limited to the IDPR Large Concession Agreement terms and conditions. We accept the contract terms stated by the IDPR but would like to have the longest term acceptable.

If awarded the RFP All American Outdoors, Inc. will be operating the marina concession facility under dba Lake Cascade Marine.

LCSM will comply with affirmative action and equal employment regulations.

LCSM has not employed any company or person other than a bona fide employee working solely for LCSM or a company regularly employed as our marketing agent, to solicit or secure the Contract. LCSM has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Contractor or a company regularly employed by the Contractor as our marketing agent, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award of the Contract. LCSM affirms our understanding and agreement that for breach or violation of this term, the State has the right to annul the Contract without liability or, in its discretion, to deduct from the Contract price the amount of any such fee, commission, percentage, brokerage fee, gifts or contingencies.

LCSM owners, Victor and Carrie Kranz are responsible for writing this proposal.

LCSM affirms the Proposal will be firm and binding for 90 calendar days from the Proposal opening date.

LCSM warrants that it does not knowingly and willfully employ persons who cannot legally work in this country: we take steps to verify that we do not hire persons who have entered our nation illegally or cannot legally work in the United States: and that any misrepresentation in this regard or any employment of persons who have entered our nation illegally or cannot work in the US constitutes a material breach and will cause for the imposition of monetary penalties up to 5% of the contract price, per violation, and/or termination of our contract.

Sincerely,

[Signature]

Victor and Carrie Kranz
Owners

Contact Information:

All American Outdoors, Inc. dba
Lake Cascade Sport & Marine
Tax ID #83-0412817
102 S Front St.
PO Box 893
Cascade, ID 83611

Victor & Carrie Kranz-Owners

PHONE: 208-382-4277
FAX: 208-382-4355

WEBSITE: www.lakecascadesportmarine.com

EMAIL: info@lakecascadesportmarine.com
Executive Summary

Lake Cascade Sport and Marine began operating in Cascade in 2018 realizing the need for a marina operation for boaters on Lake Cascade. Our company currently is operating as a full service off-shore marina only 2 minutes from the proposed Van Wyck marina site. We offer boat sales, service and repair, boat parts, retail ship store, summer dry dockage, winter storage, boat towing and recovery service and many other marine related services. We are also an Authorized Mercury Sales & Service Center, Authorized dealer for Crestliner Boats and Crest Pontoons.

Our business has many calls and requests for dock slip rentals, gas dock, boat rentals, marine parts, etc. We have been able to service the needs to the boating public from our current location but see a large void in our business without having docks in the water. Offering dock slips, gas dock, and being able to operate on the water would benefit Lake Cascade boaters tremendously!

We have owned and operated a full service marina, Northampton Sport & Marine on The Great Sacandaga Lake in Upstate New York a similar size reservoir as Lake Cascade. We have years of experience in the marine industry and in owning businesses that deal directly with the public. Our company values the relationships we develop with our customers and always operate with integrity and honesty. We are present owners that are on-site, available and dependable.

Working together with Idaho Parks and Recreation and BOR to bring a marina to Lake Cascade would be something Lake Cascade has needed for many years and would enhance the overall appeal to Lake Cascade. We share the same customers that travel to Lake Cascade for recreation and feel that working together with IDPR and BOR we can provide the boaters with a much better experience to Lake Cascade State Park. A marina would take the "work" out of boating for visitors as launching and hauling out their boat can be a hindrance for them going out on the water. Dock slips allow boaters to easily use their boat without much effort. Boaters want to relax and have fun on the water without the effort of trailer ing their boat. Having slips in the water takes away the hassle of boat ownership. Allowing a gas dock will be more convenient to boat owners as well, and will help to prevent unnecessary spills from individuals.

We know what it takes to operate such a facility and have the knowledge and experience to carry out the proposed marina operation and bring it to Lake Cascade State Park.
We have over 22 successful years of experience in business and more specifically 10 years in the marine/marina business. We originally purchased a distressed marina in 1999, Northampton Marina in upstate New York. It was on a reservoir, the Great Sacandaga Lake, similar in size to Lake Cascade (please refer to pictures and description of lake). We dealt with the same type of issues that we will be dealing with on Lake Cascade like the importance and purpose of reservoirs, water fluctuations, and dock/vessel protection. Our marina was a full-service marina which had 120 dock slips. Services that we provided are as follows: dock slip rentals both seasonal and daily, floating dock construction and installations, boat sales and service, boat storage, retail ship store (included beer sales), boat rentals, gas dock with pump out, recovery and towing service, and also had a restaurant onsite which included ice cream sales. We ran our business with honesty and integrity and turned the once distressed marina, Northampton Marina into a successful Marina, Northampton Sport & Marine. We were voted as the "people's choice" #1 marina out of the 12 marinas on the lake in 2003. We sold the marina in 2004 (please see our marina for sale information). We decided to sell after 6 seasons of owning it due to having our first children and establishing a new family.

We owned and operated a flagpole business simultaneously while operating the marina in NY. When we sold the marina in 2004, we decided to focus solely on our flagpole business. In 2006 we moved our family to Idaho to expand our flagpole business into manufacturing. We designed and manufactured a patented flagpole, and proprietary Solar Light and accessories. We owned and operated Flagpole Farm at 1976 E. Franklin Rd, Meridian, ID. We employed 8 people and had developed one of the most successful flagpoles on the market to date. The Titan Flagpole and Titan Solar Light continue to lead in the marketplace today. We marketed directly to the end consumer and sold through a dealer network across the entire US and Canada. With the business growing every year it did take away from our family time because of all the traveling that was required. It was very taxing on our family with all the traveling, and we wanted to focus on more of a localized type operation. We decided to sell some of the assets of our company in 2017 and sold the rights to manufacture the Titan brand products and the right to our trade name "Flagpole Farm" to a local Eagle businessman.

In November of 2016 we took a trip to Cascade to explore the opportunity of having a marina on the lake. We went home and saw an opportunity to fill a need on Lake Cascade by operating a marina facility. We prayed and felt lead to Cascade for the opportunity to bring our marina experience to such
a beautiful area and fulfill a need on Lake Cascade. We then renamed our corporation to All American Outdoors, Inc. DBA Lake Cascade Sport & Marine.

In June of 2017 and in July of 2019 we sent our proposal to Idaho Parks and Rec for a marina facility at Van Wyck campground. It was reviewed but did not seem like the right time. We still believed that there was an opportunity in Cascade to operate off-shore. In November of 2017, we started building Lake Cascade Sport & Marine. We located a vacant lumber yard and felt it would serve as a good location for the operation. We purchased the property and began refurbishing our current buildings, creating procedures, starting franchises, and building our business to serve the need on Lake Cascade. In May of 2018, we had our grand opening to our current off-shore marina, Lake Cascade Sport & Marine, located at 102 S. Front St, Cascade, ID. We now offer boat sales and service, boat storage, parts, haul out and launch, dry dockage, retail ship store and many other marine related services. Our gross sales in only our 4th season have surpassed our forecast expectations and currently have hundreds of established customers.

We have currently 2 full-time marine mechanics. 5 out of 6 of our children work at our family owned and operated business. They work in areas such as social media, boat rentals, boat prep and delivery, customer service, etc. Carrie's bachelor's degree is in accounting, she also helps with sales and runs the store, rentals, store display/design, inventory. Victor's area is more of the sales, service, and marketing of the company, although we both work out to help wherever is needed. Our goal was to keep the hometown feel that everyone loves about Cascade while providing the service and personal attention to our customers from the owners rather than a big corporation that is run by outside influences. We have had a huge positive response to the need for this type of facility and look forward to bringing a marina to Lake Cascade.
The team we have at Lake Cascade Sport & Marine are looking forward to working together with Idaho Parks & Recreation and BOR to develop this exciting marina on Lake Cascade. We are a group of hard working, easy to work with, fair, careful and understanding, compliant and diligent workers. We are committed to the task, have the confidence, innovativeness, experience, and staffing to operate in this role in bringing a marina to Lake Cascade State Park at Van Wyck Site and dock systems to Crown Point, Big Sage, and Blue Heron.

Facility Improvements and operational information are as follows:

1. 200 slip marina at Van Wyck Site with day, week, and seasonal use. Floating Dock slips would be built in 3 Phases (Purchase and install 100 slips first season, add 50 slips in second season or as needed, add 50 slips in third season or as needed with a total of 200 slips.) We’d also like to put smaller dock systems at Crown Point, Big Sage, and Blue Heron campgrounds (Purchase and install 20 slips first season, add 10 slips the second season or as needed, and add 10 slips the third season or as needed.)

2. Construct or deliver an approximate 1500 sq ft. retail shop to accommodate both retail and office space. This retail shop would include boating and camping supplies, recreational gear, personal items, souvenirs, refreshments, snacks, ice cream, etc.

3. Purchase and provide boat rentals including: pontoons, fishing boats, and power boats.

4. Purchase and provide non-motorized watercraft rentals including: kayaks, canoes, and paddleboards.

5. Purchase and install a gas dock with pump out.

6. We’d like to be designated to be called for any towing or boat recovery service. We’d also reserve a dock slip for the sheriff’s boat.

7. The marina will be-
   a. Open May 15th to September 15th from 9am-5:30pm hours, Monday-Saturday
   b. Beginning on Memorial Day and ending Labor Day we would have extended summer hours of operation
      i. Open 7 days a week Sunday-Saturday 9am-6:30pm (Depending on water levels and water quality.)
   c. Both owners will personally supervise the operation as we currently do now at our offshore marina.
8. Work with Idaho Parks & Recreation to excavate site to accommodate up to 200 vehicles per day parking lot.
9. Offer to the public "free of charge" periodical boater safety and educational courses at our 102 S Front Street location. These educational courses will be open for all visitors to the park and boaters that want to learn more about boater safety and education.
10. Purchase and provide a Tow/Recovery Boat for boaters that are in need of help on the water.
11. If awarded the RFP All American Outdoors, Inc. will create a new dba Lake Cascade Marina.

We plan to market the business as we do our current business through our website, advertisements, signs, social media platforms, large booth at the Idaho Sportsman Show, large booth at the Western Idaho Fair, and a booth at the Boise Boat Show, Idaho State Park publication, Email marketing, and email our current list of customers that would like to be on our waiting list for a slip rental.

We currently use all measures to ensure customer satisfaction. We will do the same with this concession. We will do what it takes to achieve Americans with Disabilities Act compliance.

Our staff will consist of 7 seasonal employees as follows:

2-Owners, supervisors, accounting, store manager, slip and boat rental sales (Victor and Carrie Kranz)

2-Store Clerk and advertising (Alexis and Faith Kranz)

3-Docks/gas/pump out/rental boat attendants/maintenance & safety inspections (Garrett, Dalton, and Winston Kranz)

Customer service (All employees)

Wages paid will be minimum wage or above.

Insurance coverage will be as stated in the RFP-Comprehensive Insurance Coverage and Hold Harmless Clause throughout the term of the lease. Comprehensive general liability insurance in amounts recommended by the Office of Risk Management. This policy will name the department as additional insured. We Will contain a provision that we will indemnify, hold harmless and defend the Department against all claims, demand, damages, costs, expenses, or liability costs arising out of the operation or maintenance of the concession premises. We agree to have Commercial General Liability as stated in the RFP. We agree to have Automobile Liability levels as stated in RFP. We agree to have Workers Compensation in amounts stated in the RFP. We currently have a Business Property Insurance policy in place as well as a separate Rental Insurance Policy. We agree to add a Hold Harmless agreement with all the terms stated in the RFP. Please see attached Marine Insurance Policy currently in place by Great American Insurance Co.

If awarded RFP, we will have all pertinent inspections needed. We will be sure to complete all safety and sanitation programs, inspections, including any training needed in these areas, both formal and on the job.

We agree to maintain all equipment, furnishings, buildings, fixtures, and grounds of the concession area. We understand and agree to be responsible for all utility costs and daily maintenance.

We accept the proposed term but would prefer an option to renew for an additional 10 years.
Proposed Van Wyck Retail Store, Dock, and Breakwater Wall Locations
Rough draft of Van Wyck Proposed Parking to Accommodate 200 + Parking Spaces
(Engineered Plan to Scale will be Provided if Awarded RFP)
Maintenance Program

1. Maintain and assure the cleanliness of marina grounds, landscaped areas, parking lots, docks, and shoreline within the marina facility.
2. Empty trash bins and receptacles.
3. Perform dock inspection and maintenance, including the replacing and repair of dock facilities and associated equipment.
4. Maintain and inspect flotation systems.
5. Maintain and inspect anchoring systems.
6. Replace lights as needed.
7. Inspect and repair electrical issues.
8. Inspect and repair plumbing systems.
9. Maintain and insure cleanliness of store, offices, and restrooms.
10. Provide maintenance and inspection of fuel dock and pump out facilities.
11. Provide safety inspections on rental boats and equipment along with up to date service recommendations.
12. Inspect regularly and repair store as needed.
13. Comply with all OSHA Safety requirements.
14. Comply with all state of Idaho handicapped requirements.
Key Personnel with Qualifications/Subcontractors

Owners and employees of All American Outdoors, Inc. dba Lake Cascade Sport & Marine will be responsible for the development and construction of the marina facility. We will meet or exceed Scope of Work requirements. If awarded the RFP, All American Outdoors, Inc. dba Lake Cascade Sport & Marine will hire a licensed approved engineering firm for the design of the marina facility.
AGENDA ITEM: Partnership with Idaho Heritage Trust to Produce 2022 Calendar

ACTION REQUIRED: Approval

PRESENTER: Susan Buxton

PRESENTATION

BACKGROUND INFORMATION:

For many years, the department has worked with the Idaho Heritage Trust to protect and preserve historical buildings and features at our parks. The department would like to partner with the Trust to produce a limited run, 2022 calendar featuring images from Idaho State Parks, along with other Trust-related projects from across Idaho.

The Trust will handle production using images provided by the department and other sources. IDPR’s Communications staff will work with Trust Executive Director Katherine Kirk to select images and to create copy for the calendar, which will showcase the partnership between two state agencies concerned with preserving the state’s historical legacy. At this time, no production costs will be attributable to the department.

STAFF RECOMMENDATIONS:

Staff recommends approval of the partnership with the Idaho Heritage Trust, devoting staff time to complete the calendar.
AGENDA ITEM: Heyburn trailer septic issues

ACTION REQUIRED: None/Information Only

PRESENTER: Troy Elmore

PRESENTATION

BACKGROUND INFORMATION: IDPR has annual leases with the owners of some 1950’s era travel trailers being used as summer homes at the Benewah unit of Heyburn State Park. The trailers have septic systems as old as the trailers. Lease stipulations require the septic systems to meet the requirements of the Panhandle Health District and regulation of the Idaho Parks and Recreation Board. One of the trailers systems has been shown to fail with wastewater surfacing. The remaining trailers are presumed to have failed but will need to be inspected by Panhandle Health to confirm the assumption. Upon septic failure, it is understood that the leases will no longer be granted, and the tenants will be notified to remove the trailers and to abandon the septic systems. IDPR is discussing the process to allow the trailer owners to have ample time to address the situation. Staff is working with the Attorney General’s office to outline a proper course of action.

STAFF RECOMMENDATIONS: Information only.
AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: University of Idaho MOU

ACTION REQUIRED: None/Information Only

PRESENTER: Director Buxton

PRESENTATION

BACKGROUND INFORMATION: IDPR is considering an exciting proposal to partner with the University of Idaho on a shared professorship which will add academic resources to the department’s historical, cultural and environmental interpretation and educational efforts moving forward.

The university will hire a professor in the Natural Resources College who will focus on teaching, research and outreach in the fields of recreational ecology, and environmental, cultural and historical interpretative programming. Twenty percent of the position’s time will be dedicated to outreach and direct support of IDPR’s interpretation and environmental education efforts. The professor will work directly with members of IDPR Interpretive Team to create new programming for park use that will lend academic heft to traditional approaches to storytelling and teaching. Much of the professor’s time will be spent researching the economic, ecological and sociological aspects of parks and recreational management, related natural resource challenges and the social, economic and ecological components of recreational and tourism management.

As part of the proposed memorandum of understanding, IDPR will agree to pay half of the salary of a professor to work with IDPR employees to engage the public with programs about historical and cultural interpretation and environmental education, supporting the revamped Interpretation Program debuting during the second half of fiscal 2022.

The professor will be an employee of the university but IDPR will pay half of the anticipated $80,000 annual salary. IDPR will be part of the hiring committee for the position. Although the agreement has a 10-year term, each party can suspend the arrangement with a 90-day notice.

STAFF RECOMMENDATIONS: None/Information Only. When MOU is completed, it will be presented to the Board for review and potential execution.
### IDPR 2022 PROPOSED BOARD MEETING DATES

<table>
<thead>
<tr>
<th>DATE</th>
<th>MEETING</th>
<th>LOCATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 2022</td>
<td>Q1 Board Meeting</td>
<td>Headquarters</td>
</tr>
<tr>
<td>May 2022</td>
<td>Q2 Board Meeting</td>
<td>Twin Falls (Billingsley)</td>
</tr>
<tr>
<td>August 2022</td>
<td>Q3 Board Meeting</td>
<td></td>
</tr>
<tr>
<td>November 2022</td>
<td>Q4 Board Meeting</td>
<td>Headquarters</td>
</tr>
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</table>

### PAST BOARD MTG LOCATIONS

<table>
<thead>
<tr>
<th>Year</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000</td>
<td>Twin Falls, Lewiston</td>
</tr>
<tr>
<td>2001</td>
<td>Lewiston, Montpelier</td>
</tr>
<tr>
<td>2002</td>
<td>Nampa, Priest Lake</td>
</tr>
<tr>
<td>2003</td>
<td>Post Falls, Sun Valley</td>
</tr>
<tr>
<td>2004</td>
<td>Three Island, Hells Gate</td>
</tr>
<tr>
<td>2005</td>
<td>CDL, Cascade</td>
</tr>
<tr>
<td>2006</td>
<td>Burley, Orofino</td>
</tr>
<tr>
<td>2007</td>
<td>Pocatello, Sandpoint</td>
</tr>
<tr>
<td>2008</td>
<td>Moscow, Cascade</td>
</tr>
<tr>
<td>2009</td>
<td>Boise, Harriman</td>
</tr>
<tr>
<td>2010</td>
<td>Orofino,</td>
</tr>
<tr>
<td>2011</td>
<td>McCall, Montpelier</td>
</tr>
<tr>
<td>2012</td>
<td>Coeur d’Alene</td>
</tr>
<tr>
<td>2013</td>
<td>Coeur d’Alene, Harriman</td>
</tr>
<tr>
<td>2014</td>
<td>Lewiston, Twin Falls</td>
</tr>
<tr>
<td>2015</td>
<td>Pocatello, McCall</td>
</tr>
<tr>
<td>2016</td>
<td>Challis, Sandpoint</td>
</tr>
<tr>
<td>2017</td>
<td>Harriman, Burley</td>
</tr>
<tr>
<td>2018</td>
<td>Orofino, Priest Lake</td>
</tr>
<tr>
<td>2019</td>
<td>McCall, Montpelier (Bear Lake)</td>
</tr>
<tr>
<td>2020</td>
<td>Boise</td>
</tr>
<tr>
<td>2021</td>
<td>Idaho Falls, Wallace</td>
</tr>
</tbody>
</table>
Communications Memo

Communications Program Report: Third Quarter, 2021
Craig Quintana, Public Information Officer, Sr.

Accomplishments & Tasks Underway

- Media/Marketing/Advertising/Outreach
  - **News Releases**: We broke a bit of news in the second quarter of 2021, upping the profile of the department through the summer and into September.
    - A release about fire restrictions within State Parks got widespread coverage during this particularly bad wildfire year.
    - The update on August 26th also got noticed by several media outlets.
    - A July 14th release about Be Outside, Idaho grants for 2021-22 drew a little play.
    - A release about the fire ban for all North Region parks went out on July 12th and got coverage with the wealth of other, statewide fire news.
  - **Media**:
    - Communications worked with a CNN reporter on a travel story that highlighted Bruneau Dunes, Thousand Springs and the City of Rocks. Many thanks to our park staffers who helped facilitate this great coverage.
Social Media Engagement – Between all park and recreation pages, the agency has 124,405 followers on Facebook. This is an increase of 7,263 since our last report. We continue to accumulate an average of 1,000 followers a month across our Facebook platforms. Parks are becoming increasingly more engaged with their own pages, which has been a major contributor to our sizable growth.

Other social media:

- Our main IDPR Instagram page has 23,276 followers. Between all park and program Instagram accounts, we have a total of 95,098 followers, an overall increase of over 2,000 since our last board report.

- Between Instagram, Facebook, Twitter, YouTube, Pinterest, and LinkedIn, we have a total following of over 219,000 people, reaching well over 400,000 engagements (click, like or share) each month.

Notable social media efforts included:

- Announcement of the new fees for non-Idaho residents to camp and enter some of our most popular parks.

- The popular Wildlife Wednesday posts, which spotlights critters at different parks. (Apologies for all of the bug pictures, but Bruneau was simply nailing it.)

- We also used social media to publicize and target alerts and news about water quality issues at Lake Cascade and Lucky Peak. Cascade was plagued by the now-familiar algae outbreak, but the concern at Lucky ended up being a false alarm, which validated the decision to downplay the initial findings until more data was gathered.
The 2021 Mind Your Wake Campaign began May 17 and finished on September 2 with a series of television and radio ads promoting safe recreation on the water. The focus of this campaign is to minimize the impact of wakes on shorelines and to other recreationists. Funded by the U.S. Coast Guard, $160,000 was put towards TV ($121,000), radio ($28,000), and digital ads ($11,000). On both TV and radio, each station donated “match” plays, which more than doubled our paid airtime and nearly tripling our intended audience reach.

- **TV**: 17,383,344 impressions (only 5,930,347 were paid, remaining were match). An impression is a possible viewer/listener.
- **Radio**: 5,155,006 impressions (only 1,757,714 were paid, remaining were match)
- **Digital**: 759,685 impressions

**Sponsors and Partners**

- **Recreate Responsibly Idaho 2.0** – the partnership between Idaho recreation and resource agencies has returned for a second year, largely shifting the focus from COVID to caring for the outdoors, as millions of new people enjoy outdoor recreation. Partners include IDPR, Idaho Fish & Game, the U.S. Forest Service, the Bureau of Land Management, and Idaho Tourism. Tourism brought $300,000 in federal relief funding to the effort, making for a robust traditional and social media effort:
  - YouTube Ads generated 309,000 views
  - Facebook ads generated 46,095 clicks and 3.3 million impressions (potential looks)
    - IDPR’s page generated nearly 19,000 clicks
  - TV and radio spots appeared in most major media markets in Idaho

- **Represented IDPR at the Idaho Conference on Recreation and Tourism (ICORT) in early October, speaking about the Recreate Responsibly campaign, its objectives and strategies. Feedback for the largely online event was good, despite technical problems with the presentation.**

- **Idaho 55 Construction**: Continued work with the Idaho Transportation Department and its outreach contractor to publicize on IDPR’s social media the Idaho 55 construction project, which impacts operations at Ponderosa and Lake Cascade parks.

- **Participated in the Barber Pool Master Plan workshop on September 15, representing the department at the planning exercise for the open acreage near**
IDPR headquarters and the Boise River.

- Chelsea and Craig interviewed members of the IDPR Interpretation Program about the future of interpretation after the retirement of Jamie Little. We’ve gathered a lot of insights about the program and how people want to see it unfold moving forward.

**Miscellaneous/Reminders /Last Meeting Follow-Up**

- Craig and Chelsea continue to support the Idaho Recreation and Tourism Initiative, working with our new coordinator, Mindy Peper, to make the group more active and relevant.

- The partnership with the Friends of Idaho State Parks and the Idaho Press produces monthly spotlight articles on parks in the *Exploring Idaho Parks* series.

- Also working with the Friends of Idaho State Parks to expand the *Experience Idaho Loaner Backpack Program*. The program currently operates in 13 state parks and will be available at Thousand Springs, Lucky Peak, Massacre Rocks, and Dworshak State Parks by season’s end. The program continues to be funded by a large donation from former Gov. Dirk Kempthorne and family.

- Continuing work with Idaho Commerce and Madden Media to shoot a new educational video for the Old Mission, a project that’s reached the half-way mark and should finish filming by year’s end.

- Seeking general fundraising and relationship building opportunities.

- Facilitate all agency-related information requests (Idaho Public Records Act) and to serve as primary media contacts.

- Miscellaneous agency brochure revisions, news releases, web updates, and social media posts, etc.

- Continue to handle special projects as assigned – presentations, legislative needs, talking points, speeches, graphics, and web updates.
OPERATIONS DIVISION QUARTERLY REPORT
JULY-AUGUST-SEPTEMBER 2021

OPERATIONS DIVISION: TROY ELMORE, 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, the IDPR Recreation Bureau, the Natural Resources Management Program, and the Education and Experience Program.
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

- Conducted interviews and hired Walcott State Park Manager Ryan Buffington.
- Conducted interviews and hired Eagle Island State Park Manager Matt Cooper.
- Conducted interviews and hired Cascade Park Manager Blake Packer.
- Conducted interviews and hired Lucky Peak State Park Manager Surat Nicol.
- Visited Massacre Rocks State Park with Senator Lent, Representative Armstrong, Power County Commissioner Anderson, local grazing permitees, and Idaho Department of Lands.

- Met with City of Rocks/Castle Rocks Park Manager Wallace Keck, Assistant Manager Tara McClure-Cannon, and South Region Manager Garth Taylor to discuss park budget complexity and process.
- Attended National Association of Park Directors conference in Pennsylvania with Director Buxton.

![Image](image1.jpg)

*NASPD Troy operating Cordless chainsaw and Director Buxton Representing IDPR in Pennsylvania*

- Participated in national state park concessions group teleconference call.
- Evaluated Cascade marina proposals for eligibility with Theresa Perry and Blake Packard.
- Met with Gateway Concessionaire at Eagle Island to discuss upcoming season operations.
- Toured Lucky Peak State Park and met staff.
- Toured Winchester, Hell’s Gate and Dworshak State Park. Met with LCSC President Cynthia Pemberton and Representative Lori McCann from Lewiston.
- Continued work on FY23 Budget submission.
- Attended region development projects meeting.
- Attended Lucky Peak Lake Partnership meeting and tour. Met with BOR, Ada County Parks and Waterways, Ada County Sheriff, Ada County Commissioner Davidson, Ada County Commissioner Beck, and park staff.
- Attended August IDPR Board Meeting and tour in Wallace.
- Participated in South/East Region Manager teleconference call.
- Met with Jeff Parker to discuss Idaho Conservation Corps. transition to new office and exit strategy.
AGENDA
Idaho Park and Recreation Board Meeting
December 1, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: FY 2022 1st Quarter Financial Reports
ACTION REQUIRED: Information Only
PRESENTER: Steve Martin

PRESENTATION
Attached are the first quarter financial reports for fiscal year (FY) 2022. The information presented reflects an overview of the department’s revenues, expenditures, and cash balances along with a summary of the Passport Program. Also included for this quarter is the annual summary of the endowment fund accounts. Considering the extraordinary investment gains in FY 2021, we have requested and received the withdrawals shown on page 14. These funds have been deposited into the dedicated funds for each park and will go towards ongoing operations.

- Page 2 – FY 2022 Financial Statement / Budget Status as of 09/30/2021
- Pages 3-6 – FY 2022 Y-T-D Park Operations Revenues / Expenditures
- Pages 7-13 – FY 2022 Cash Balances as of 09/30/2021
- Page 14 – FY 2022 Y-T-D Passport Program Revenue
- Pages 15-19 – FY 2022 Endowment Fund Distributions and Reporting

STAFF RECOMMENDATIONS
This agenda item is for information only.
<table>
<thead>
<tr>
<th>Program/Object</th>
<th>Appropriation</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Balance</th>
<th>% Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Management Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel Costs</td>
<td>$2,728,500</td>
<td>$582,496</td>
<td>-</td>
<td>$2,146,004</td>
<td>78.7%</td>
</tr>
<tr>
<td>Operating Expenditures</td>
<td>2,747,200</td>
<td>627,770</td>
<td>-</td>
<td>2,119,430</td>
<td>77.1%</td>
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<tr>
<td>Capital Outlay</td>
<td>21,700</td>
<td>-</td>
<td>-</td>
<td>21,700</td>
<td>100.0%</td>
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<tr>
<td>Trustee &amp; Benefit</td>
<td>13,561,800</td>
<td>2,537,813</td>
<td>5,971,453</td>
<td>5,052,534</td>
<td>37.3%</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>$19,059,200</td>
<td>$3,740,079</td>
<td>$5,971,453</td>
<td>$9,339,668</td>
<td>49.0%</td>
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<tr>
<td><strong>Park Operations</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel Costs</td>
<td>$11,331,300</td>
<td>$3,036,049</td>
<td>-</td>
<td>$8,295,251</td>
<td>73.2%</td>
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<tr>
<td>Operating Expenditures</td>
<td>6,273,817</td>
<td>2,058,219</td>
<td>-</td>
<td>4,215,598</td>
<td>67.2%</td>
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<tr>
<td>Capital Outlay</td>
<td>1,329,305</td>
<td>7,969</td>
<td>-</td>
<td>1,321,336</td>
<td>99.4%</td>
</tr>
<tr>
<td>Trustee &amp; Benefit</td>
<td>1,427,500</td>
<td>540</td>
<td>-</td>
<td>1,426,960</td>
<td>100.0%</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>$20,361,922</td>
<td>$5,102,778</td>
<td>-</td>
<td>$15,259,145</td>
<td>74.9%</td>
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<tr>
<td><strong>Capital Development</strong></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Personnel Costs</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>-</td>
</tr>
<tr>
<td>Operating Expenditures</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>22,449,984</td>
<td>1,154,903</td>
<td>-</td>
<td>21,295,082</td>
<td>94.9%</td>
</tr>
<tr>
<td>Trustee &amp; Benefit</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$22,449,984</td>
<td>$1,154,903</td>
<td>$ -</td>
<td>$21,295,082</td>
<td>94.9%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$61,871,106</td>
<td>$10,005,759</td>
<td>$5,971,453</td>
<td>$45,893,894</td>
<td>74.2%</td>
</tr>
</tbody>
</table>
- All Park Operations fiscal year-to-date revenues are up $320,700 (8.6%) compared to FY 2021
- All Park Operations fiscal year-to-date expenditures are up $187,000 (4.7%) compared to FY 2021
- North Region fiscal year-to-date revenues are down $12,200 (-0.8%) compared to FY 2021
- North Region fiscal year-to-date expenditures are up $99,100 (6.0%) compared to FY 2021
- South Region fiscal year-to-date revenues are up $17,500 (1.6%) compared to FY 2021
- South Region fiscal year-to-date expenditures are up $28,200 (2.4%) compared to FY 2021
- East Region fiscal year-to-date revenues are up $315,400 (30.8%) compared to FY 2021
- East Region fiscal year-to-date expenditures are up $59,700 (5.3%) compared to FY 2021
<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
<th>Beginning Balance</th>
<th>Cash Inflows</th>
<th>Cash Outflows</th>
<th>Cash Balance</th>
<th>Encumbrances</th>
<th>Unobligated Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>0125</td>
<td>Federal Indirect Cost Recovery</td>
<td>$190,458</td>
<td>$10,753</td>
<td>$(-61,435)</td>
<td>$129,776</td>
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<td>$129,776</td>
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<tr>
<td>0243</td>
<td>Parks and Recreation Fund</td>
<td>13,663,522</td>
<td>4,243,365</td>
<td>(3,224,607)</td>
<td>14,862,280</td>
<td>28,000</td>
<td>14,654,280</td>
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<tr>
<td>0243.02</td>
<td>Parks &amp; Rec - Registration Administration</td>
<td>2,937,918</td>
<td>277,086</td>
<td>(1,106,799)</td>
<td>2,105,205</td>
<td>-</td>
<td>2,105,205</td>
</tr>
<tr>
<td>0243.03</td>
<td>Parks &amp; Rec - Sawtooth License Plate</td>
<td>-</td>
<td>22,110</td>
<td>-</td>
<td>22,110</td>
<td>-</td>
<td>22,110</td>
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<tr>
<td>0243.04</td>
<td>Parks &amp; Rec - Cutthroat Wildlife Plate</td>
<td>62,732</td>
<td>29,399</td>
<td>(63,500)</td>
<td>34,830</td>
<td>48,984</td>
<td>34,936</td>
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<tr>
<td>0243.05</td>
<td>Parks &amp; Rec - Mountain Bike</td>
<td>165,736</td>
<td>13,662</td>
<td>(17,385)</td>
<td>162,018</td>
<td>35,000</td>
<td>127,018</td>
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<tr>
<td>0247.01</td>
<td>Recreational Funds - Capital Improvement</td>
<td>2,553,927</td>
<td>472,411</td>
<td>(253,708)</td>
<td>2,772,630</td>
<td>-</td>
<td>2,772,630</td>
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<td>0247.02</td>
<td>Recreational Funds - Waterway Improvement</td>
<td>2,939,350</td>
<td>472,411</td>
<td>(106,709)</td>
<td>3,305,052</td>
<td>1,858,509</td>
<td>1,448,544</td>
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<tr>
<td>0247.03</td>
<td>Recreational Funds - Off-road Motor Vehicles</td>
<td>3,975,041</td>
<td>472,411</td>
<td>(138,499)</td>
<td>4,308,054</td>
<td>987,433</td>
<td>3,321,521</td>
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<tr>
<td>0247.04</td>
<td>Recreational Funds - Road &amp; Bridge</td>
<td>1,579,815</td>
<td>246,049</td>
<td>(133,575)</td>
<td>1,692,289</td>
<td>474,500</td>
<td>1,217,789</td>
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<tr>
<td>0247.06</td>
<td>Recreational Funds - Administration</td>
<td>142,252</td>
<td>198,767</td>
<td>(164,729)</td>
<td>176,291</td>
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<tr>
<td>0250.01</td>
<td>Registration - State Vessel</td>
<td>293,475</td>
<td>1,072,231</td>
<td>(1,365,707)</td>
<td>(0)</td>
<td>(0)</td>
<td>(0)</td>
</tr>
<tr>
<td>0250.02</td>
<td>Registration - Cross Country Ski</td>
<td>152,818</td>
<td>5</td>
<td>(12,255)</td>
<td>140,568</td>
<td>-</td>
<td>140,568</td>
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<tr>
<td>0250.03</td>
<td>Registration - Snowmobile</td>
<td>1,672,149</td>
<td>36,840</td>
<td>(1,069,058)</td>
<td>621,932</td>
<td>-</td>
<td>621,932</td>
</tr>
<tr>
<td>0250.04</td>
<td>Registration - Motorbike</td>
<td>2,409,037</td>
<td>409,865</td>
<td>(252,293)</td>
<td>2,566,609</td>
<td>34,401</td>
<td>2,532,209</td>
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<tr>
<td>0250.05</td>
<td>Registration - Recreational Vehicle</td>
<td>17,887,283</td>
<td>1,847,228</td>
<td>(1,207,868)</td>
<td>18,326,621</td>
<td>7,711,536</td>
<td>10,615,085</td>
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<tr>
<td>0345</td>
<td>Federal CARES Act (COVID-19)</td>
<td>1,300,000</td>
<td>-</td>
<td>(113,514)</td>
<td>1,186,486</td>
<td>-</td>
<td>1,186,486</td>
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<tr>
<td>0348</td>
<td>Federal Grant Fund 1</td>
<td>952,442</td>
<td>1,337,257</td>
<td>(1,428,541)</td>
<td>861,158</td>
<td>3,440,120</td>
<td>(2,578,962)</td>
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<tr>
<td>0349</td>
<td>Miscellaneous Revenue</td>
<td>72,581</td>
<td>-</td>
<td>(9,883)</td>
<td>62,598</td>
<td>-</td>
<td>62,598</td>
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<tr>
<td>0410.01</td>
<td>Enterprise</td>
<td>5,372,739</td>
<td>836,558</td>
<td>(845,188)</td>
<td>5,364,110</td>
<td>-</td>
<td>5,364,110</td>
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<tr>
<td>0496.01</td>
<td>Expendable Trust - Park Donations 2</td>
<td>356,834</td>
<td>33,485</td>
<td>(939)</td>
<td>389,381</td>
<td>-</td>
<td>389,381</td>
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<tr>
<td>0496.02</td>
<td>Harriman Trust</td>
<td>1,230,934</td>
<td>86,683</td>
<td>(99,634)</td>
<td>1,197,683</td>
<td>-</td>
<td>1,197,683</td>
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<tr>
<td>0496.03</td>
<td>Park Land Trust</td>
<td>3,167,296</td>
<td>78,727</td>
<td>(177,423)</td>
<td>3,068,600</td>
<td>-</td>
<td>3,068,600</td>
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<tr>
<td>0496.05</td>
<td>Trail of the Coeur d'Alenes</td>
<td>533,312</td>
<td>164,557</td>
<td>(28,154)</td>
<td>669,694</td>
<td>-</td>
<td>669,694</td>
</tr>
</tbody>
</table>

**Total** | **$ 63,401,632** | **$ 12,343,838** | **(11,849,794)** | **$ 63,895,676** | **$ 14,618,193** | **$ 49,277,483** |

**Notes:**
1. Federal Grant Fund is a borrowing limit and does not represent department cash.
2. **0496.01** Includes State Trust Outdoor Recreation Enhancement (STORE) Act Funds (see 67-4247)

FY 2022 Cash Balance Summary.xlsx / I-T-D Cash Balances
# Idaho Department of Parks and Recreation
## Passport Program Revenue FY 2022
### as of September 30, 2021

<table>
<thead>
<tr>
<th>Gross Revenue</th>
<th>FY 2021 September</th>
<th>FY 2022 September</th>
<th>Increase/Decrease</th>
<th>% Change</th>
<th>FY 2021 Y-T-D</th>
<th>FY 2022 Y-T-D</th>
<th>Increase/Decrease</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-Year Registrations</td>
<td>$162,330</td>
<td>$166,330</td>
<td>$4,000</td>
<td>2.5%</td>
<td>$560,360</td>
<td>$528,770</td>
<td>$(31,590)</td>
<td>-5.6%</td>
</tr>
<tr>
<td>2-Year Registrations</td>
<td>$173,580</td>
<td>$206,200</td>
<td>$32,620</td>
<td>18.8%</td>
<td>$568,080</td>
<td>$637,020</td>
<td>$68,940</td>
<td>12.1%</td>
</tr>
<tr>
<td>Total</td>
<td>$335,910</td>
<td>$372,530</td>
<td>$36,620</td>
<td>10.9%</td>
<td>$1,128,440</td>
<td>$1,165,790</td>
<td>$37,350</td>
<td>3.3%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Transactions</th>
<th>FY 2021 Y-T-D</th>
<th>FY 2022 Y-T-D</th>
<th>Increase/Decrease</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-Year Registrations</td>
<td>16,233</td>
<td>16,633</td>
<td>$400</td>
<td>2.5%</td>
</tr>
<tr>
<td>2-Year Registrations</td>
<td>8,679</td>
<td>10,310</td>
<td>1,631</td>
<td>18.8%</td>
</tr>
<tr>
<td>Total</td>
<td>24,912</td>
<td>26,943</td>
<td>$2,031</td>
<td>8.2%</td>
</tr>
</tbody>
</table>

### Revenue Trend by Fiscal Year

![Revenue Trend by Fiscal Year](chart.png)

Passport Revenue Actual FY 2022.xlsx / Board Summary
### Ritter Island Endowment Fund

<table>
<thead>
<tr>
<th>Fund</th>
<th>PCA</th>
<th>Object</th>
<th>FY 2021 Expenditures</th>
<th>FY 2022 Budget Allocation</th>
<th>9/20/21 Cash Balance</th>
<th>FY 2022 Additional Cash Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>0496.03</td>
<td>93427</td>
<td>4000</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td>0496.03</td>
<td>23427</td>
<td>5000</td>
<td>14,971</td>
<td>20,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0496.03</td>
<td>33016</td>
<td>6000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>$14,971</td>
<td>$20,000</td>
<td>$157,269</td>
<td>$(137,269)</td>
</tr>
</tbody>
</table>

**Balance as of June 30, 2020**

- Withdrawal: $1,492,856
- FY 2021 Fees: $7,196

**Balance as of June 30, 2021**

- FY 2021 Investment Gain: $1,928,738
- 9/20/21 Cash Balance: $443,138
- Target 3% distribution per MOA and investment policy.

**FY 2022 Withdrawal Amount**: $57,000

### Trail of the Coeur d’Alenes Endowment Fund

<table>
<thead>
<tr>
<th>Fund</th>
<th>PCA</th>
<th>Object</th>
<th>FY 2021 Expenditures</th>
<th>FY 2022 Budget Allocation</th>
<th>9/20/21 Cash Balance</th>
<th>FY 2022 Additional Cash Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>0496.05</td>
<td>21145</td>
<td>TOC - 4000</td>
<td>$23,656</td>
<td>$28,525</td>
<td></td>
<td></td>
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<tr>
<td>0496.05</td>
<td>91146</td>
<td>TOC - 4000</td>
<td>102,174</td>
<td>71,595</td>
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<td></td>
</tr>
<tr>
<td>0496.05</td>
<td>21145</td>
<td>TOC - 5000</td>
<td>13,600</td>
<td>17,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0496.05</td>
<td>33007</td>
<td>6000</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>$139,430</td>
<td>$117,120</td>
<td>$552,325</td>
<td>$(435,205)</td>
</tr>
</tbody>
</table>

**Balance as of June 30, 2020**

- Withdrawal: $3,181,950
- FY 2021 Fees: $15,339

**Balance as of June 30, 2021**

- FY 2021 Investment Gain: $1,411,141
- 9/20/21 Cash Balance: $944,530
- Target 3% distribution per investment policy.

**FY 2022 Withdrawal Amount**: $123,000
## Current Value of the Fund

- $1,928,798

## Investment Change in Market Value Inception-to-Date

- $1,381,712

## Contributions Inception-to-Date

- $1,000,000

## Withdrawals Inception-to-Date (fees & distributions)

- 452,913

### Investment Inception Date: September 2007

### Gross Returns

<table>
<thead>
<tr>
<th></th>
<th>Current Month</th>
<th>Cal. Y-T-D</th>
<th>Fiscal Y-T-D</th>
<th>One - Year</th>
<th>Three - Year</th>
<th>Five - Year</th>
<th>Ten - Year</th>
<th>I-T-D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fund Return</td>
<td>1.1%</td>
<td>9.7%</td>
<td>29.7%</td>
<td>29.7%</td>
<td>14.1%</td>
<td>12.9%</td>
<td>9.5%</td>
<td>7.9%</td>
</tr>
<tr>
<td>Benchmark*</td>
<td>1.3%</td>
<td>8.7%</td>
<td>27.8%</td>
<td>27.8%</td>
<td>13.1%</td>
<td>12.1%</td>
<td>9.1%</td>
<td>7.5%</td>
</tr>
</tbody>
</table>

*Benchmark: 49% Russell 3000(R3), 21% MSCI ACWI ex-US (ACX), 30% BBC Aggregate(AGG)*

### Current Asset Allocation

- Large Cap: 27.0%
- Mid Cap: 7.8%
- Small Cap: 4.3%
- Global Equity: 9.4%
- Int’l Equity: 19.3%
- Fixed Income: 25.4%
- Real Estate: 6.3%
- Cash: 0.5%
- Total Fund: 100%

### Fiscal YTD Total Returns

- U.S. Large (29.2%)
- U.S. Mid (78.6%)
- U.S. Small (4.2%)
- Global Equity (89.4%)
- Int’l Equity (19.9%)
- Real Estate (6%)
- Fixed (24.9%)

### Endowment Fund Staff Comments:

The endowment fund was up 29.7% during fiscal 2021, which is 3.8% above the benchmark. This surpasses our previous record of 24.6% that took place in fiscal year 2011 as financial markets recovered from the great financial crisis. Large growth stocks outperformed early in the fiscal year, as big technology companies were best positioned to support new ways of living and working from home due to COVID-19 induced quarantines. Small and value-oriented stocks outperformed in the second half of the fiscal year as effective vaccination efforts enabled a gradual and more broadly dispersed reopening of the economy. Our modest overweight to small and mid-cap stocks was beneficial during the fiscal year. The incredible speed of the financial market recovery would not have been possible without extraordinary monetary and fiscal support and outstanding efforts by the biotech and healthcare communities. Despite the outstanding results, there were challenges in certain parts of the portfolio. The retail and office sectors of our real estate investments were hit hard by COVID-19 quarantines but are recovering and posted positive results in the last two quarters. Fixed income struggled, because interest rates increased after dropped to all-time lows just prior to the beginning of the fiscal year. Credit and TIPS performed well as the economic recovery resulted in spread tightening and inflation expectations escalated, but it was a difficult period for U.S. Treasuries giving the rising rate environment.
Trail of the CDA Endowment Fund - Investment Performance Report

Final Report June 30, 2021

Current Value of the Fund $4,111,141
Investment Change in Market Value Inception-to-Date $3,079,693
Contributions Inception-to-Date $2,163,600
Withdrawals Inception-to-Date (fees & distributions) $1,132,153

*investment inception date June 2009

<table>
<thead>
<tr>
<th>Gross Returns</th>
<th>Current Month</th>
<th>Cal. Y-T-D</th>
<th>Fiscal Y-T-D</th>
<th>One-Year</th>
<th>Three-Year</th>
<th>Five-Year</th>
<th>Ten-Year</th>
<th>I-T-D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fund Return</td>
<td>1.1%</td>
<td>9.7%</td>
<td>29.7%</td>
<td>29.7%</td>
<td>14.1%</td>
<td>12.9%</td>
<td>9.8%</td>
<td>9.6%</td>
</tr>
<tr>
<td>Benchmark*</td>
<td>1.3%</td>
<td>8.7%</td>
<td>27.8%</td>
<td>27.8%</td>
<td>13.1%</td>
<td>12.1%</td>
<td>9.4%</td>
<td>9.5%</td>
</tr>
</tbody>
</table>

* Benchmark: 49% Russell 3000(R3), 21% MSCI ACWI ex-US (ACX), 30% BBG Aggregate(AGG)

Current Asset Allocation:

- Large Cap 27.0%
- Mid Cap 7.8%
- Small Cap 4.3%
- Global Equity 9.4%
- Int'l Equity 19.3%
- Fixed Income 25.4%
- Real Estate 6.3%
- Cash 0.5%
- Total Fund 100%

Endowment Fund Staff Comments:

The endowment fund was up 29.7% during fiscal 2021, which is 3.8% above the benchmark. This surpasses our previous record of 24.6% that took place in fiscal year 2011 as financial markets recovered from the great financial crisis. Large growth stocks outperformed early in the fiscal year, as big technology companies were best positioned to support new ways of living and working from home due to COVID-19 induced quarantines. Small and value-oriented stocks outperformed in the second half of the fiscal year as effective vaccination efforts enabled a gradual and more broadly dispersed reopening of the economy. Our modest overweight to small and mid-cap stocks was beneficial during the fiscal year. The incredible speed of the financial market recovery would not have been possible without extraordinary monetary and fiscal support and outstanding efforts by the biotech and healthcare communities. Despite the outstanding results, there were challenges in certain parts of the portfolio. The retail and office sectors of our real estate investments were hit hard by COVID-19 quarantines but are recovering and posted positive results in the last two quarters. Fixed income struggled, because interest rates increased after dropped to all-time lows just prior to the beginning of the fiscal year. Credit and TIPS performed well as the economic recovery resulted in spread tightening and inflation expectations escalated, but it was a difficult period for U.S. Treasuries giving the rising rate environment.
<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Investment Gain / (Loss)</td>
<td>29,636</td>
<td>90,201</td>
<td>152,686</td>
<td>27,521</td>
<td>22,437</td>
<td>193,064</td>
<td>117,201</td>
<td>121,508</td>
<td>74,321</td>
<td>443,138</td>
<td>96,440</td>
<td>98,602</td>
<td>99,563</td>
<td>101,286</td>
</tr>
<tr>
<td>Withdrawals (Distributions)</td>
<td>(109,009)</td>
<td>(26,213)</td>
<td>(34,003)</td>
<td>(30,300)</td>
<td>(28,300)</td>
<td>(35,000)</td>
<td>(39,300)</td>
<td>(41,000)</td>
<td>(44,000)</td>
<td>(57,000)</td>
<td>(58,831)</td>
<td>(59,792)</td>
<td>(60,772)</td>
<td></td>
</tr>
<tr>
<td>Market Value (as of June 30)</td>
<td>1,027,167</td>
<td>1,087,637</td>
<td>1,182,828</td>
<td>1,171,322</td>
<td>1,165,328</td>
<td>1,314,495</td>
<td>1,391,728</td>
<td>1,468,856</td>
<td>1,683,856</td>
<td>1,692,799</td>
<td>1,951,038</td>
<td>1,953,065</td>
<td>2,020,720</td>
<td>2,059,034</td>
</tr>
<tr>
<td>Grass Annual Return (per EFT Report)</td>
<td>3.3%</td>
<td>8.9%</td>
<td>14.6%</td>
<td>2.4%</td>
<td>2.0%</td>
<td>13.2%</td>
<td>9.0%</td>
<td>6.9%</td>
<td>5.2%</td>
<td>5.0%</td>
<td>5.0%</td>
<td>5.0%</td>
<td>5.0%</td>
<td></td>
</tr>
<tr>
<td>Net Annual Return (net of Fees)</td>
<td>2.4%</td>
<td>8.4%</td>
<td>13.7%</td>
<td>2.0%</td>
<td>1.6%</td>
<td>12.8%</td>
<td>8.8%</td>
<td>8.5%</td>
<td>4.6%</td>
<td>25.2%</td>
<td>25.2%</td>
<td>25.2%</td>
<td>25.2%</td>
<td></td>
</tr>
<tr>
<td>Total Annualized Return (XIRR)</td>
<td>3.6%</td>
<td>4.4%</td>
<td>5.7%</td>
<td>3.3%</td>
<td>5.0%</td>
<td>5.7%</td>
<td>5.9%</td>
<td>6.1%</td>
<td>6.1%</td>
<td>11.7%</td>
<td>11.7%</td>
<td>11.7%</td>
<td>11.7%</td>
<td></td>
</tr>
<tr>
<td>Actual / Desired Distribution</td>
<td>9.5%</td>
<td>2.6%</td>
<td>5.0%</td>
<td>3.0%</td>
<td>2.1%</td>
<td>0.0%</td>
<td>3.0%</td>
<td>2.9%</td>
<td>3.0%</td>
<td>3.0%</td>
<td>3.0%</td>
<td>3.0%</td>
<td>3.0%</td>
<td></td>
</tr>
<tr>
<td>Inflation Factor (CPI-U) as of June 30</td>
<td>229.478</td>
<td>233.504</td>
<td>238.343</td>
<td>238.638</td>
<td>241.018</td>
<td>244.955</td>
<td>251.869</td>
<td>256.143</td>
<td>257.797</td>
<td>271.696</td>
<td>271.696</td>
<td>271.696</td>
<td>271.696</td>
<td></td>
</tr>
<tr>
<td>Annual Inflation Rate</td>
<td>1.7%</td>
<td>1.8%</td>
<td>2.1%</td>
<td>0.1%</td>
<td>1.0%</td>
<td>1.6%</td>
<td>2.9%</td>
<td>1.6%</td>
<td>0.6%</td>
<td>5.4%</td>
<td>2.0%</td>
<td>2.0%</td>
<td>2.0%</td>
<td>2.0%</td>
</tr>
<tr>
<td>Compounded Inflation Rate</td>
<td>9.9%</td>
<td>11.6%</td>
<td>13.7%</td>
<td>13.8%</td>
<td>14.3%</td>
<td>16.5%</td>
<td>19.3%</td>
<td>21.0%</td>
<td>21.6%</td>
<td>27.0%</td>
<td>29.0%</td>
<td>31.0%</td>
<td>33.0%</td>
<td>35.0%</td>
</tr>
<tr>
<td>Principal in Constant (FY 2008) Dollars</td>
<td>1,095,712</td>
<td>1,116,256</td>
<td>1,136,979</td>
<td>1,138,217</td>
<td>1,140,190</td>
<td>1,153,241</td>
<td>1,209,726</td>
<td>1,216,183</td>
<td>1,270,097</td>
<td>1,290,097</td>
<td>1,310,907</td>
<td>1,330,097</td>
<td>1,350,097</td>
<td></td>
</tr>
<tr>
<td>Market Value Variance to Inflation</td>
<td>(71,555)</td>
<td>(58,719)</td>
<td>45,549</td>
<td>33,105</td>
<td>17,029</td>
<td>149,971</td>
<td>198,487</td>
<td>259,929</td>
<td>276,673</td>
<td>858,701</td>
<td>670,940</td>
<td>682,861</td>
<td>695,822</td>
<td>708,937</td>
</tr>
</tbody>
</table>
### Trail of the Coeur d'Alenes
#### Endowment Fund Investment History

*Established June 2009*

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Growth Contribution ($2,163,000)</td>
<td>139,458</td>
<td>194,959</td>
<td>325,831</td>
<td>58,056</td>
<td>49,854</td>
<td>326,572</td>
<td>259,368</td>
<td>257,832</td>
<td>157,773</td>
<td>944,530</td>
<td>205,557</td>
<td>298,885</td>
</tr>
<tr>
<td>Withdrawals (Distributions)</td>
<td>(200,000)</td>
<td>(81,523)</td>
<td>(165,000)</td>
<td>(75,000)</td>
<td>(50,000)</td>
<td>-</td>
<td>(84,000)</td>
<td>(89,000)</td>
<td>(94,000)</td>
<td>-</td>
<td>(129,000)</td>
<td>(125,331)</td>
</tr>
<tr>
<td>Fees</td>
<td>(7,644)</td>
<td>(4,315)</td>
<td>(4,482)</td>
<td>(4,522)</td>
<td>(4,121)</td>
<td>(4,738)</td>
<td>(2,269)</td>
<td>(5,002)</td>
<td>(14,537)</td>
<td>(15,339)</td>
<td>(16,000)</td>
<td>(16,000)</td>
</tr>
</tbody>
</table>

#### Gross Annual Return (per EFB Report)

- FY 2013: 5.9%
- FY 2014: 4.1%
- FY 2015: 2.2%
- FY 2016: 2.2%
- FY 2017: 2.0%
- FY 2018: 2.0%
- FY 2019: 1.8%
- FY 2020: 1.8%
- FY 2021: 1.8%
- FY 2022: 1.8%
- FY 2023: 1.8%
- FY 2024: 1.8%
- FY 2025: 1.8%

#### Net Annual Return (net of fees)

- FY 2013: 5.7%
- FY 2014: 4.9%
- FY 2015: 3.9%
- FY 2016: 3.9%
- FY 2017: 3.9%
- FY 2018: 3.9%
- FY 2019: 3.9%
- FY 2020: 3.9%
- FY 2021: 3.9%
- FY 2022: 3.9%
- FY 2023: 3.9%
- FY 2024: 3.9%
- FY 2025: 3.9%

#### Total Annualized Return (XIRR)

- FY 2013: 7.8%
- FY 2014: 9.2%
- FY 2015: 8.2%
- FY 2016: 8.0%
- FY 2017: 8.0%
- FY 2018: 8.0%
- FY 2019: 8.0%
- FY 2020: 8.0%
- FY 2021: 8.0%
- FY 2022: 8.0%
- FY 2023: 8.0%
- FY 2024: 8.0%
- FY 2025: 8.0%

#### Actual / Desired Distribution

- FY 2013: 8.7%
- FY 2014: 8.7%
- FY 2015: 7.0%
- FY 2016: 7.0%
- FY 2017: 7.0%
- FY 2018: 7.0%
- FY 2019: 7.0%
- FY 2020: 7.0%
- FY 2021: 7.0%
- FY 2022: 7.0%
- FY 2023: 7.0%
- FY 2024: 7.0%
- FY 2025: 7.0%

#### Inflation Factor (CPI-U) as of June 30

- FY 2013: 229.478
- FY 2014: 233.504
- FY 2015: 238.343
- FY 2016: 238.858
- FY 2017: 241.018
- FY 2018: 244.955
- FY 2019: 251.989
- FY 2020: 256.143
- FY 2021: 257.797
- FY 2022: 271.686

#### Annual Inflation Rate

- FY 2013: 1.7%
- FY 2014: 1.8%
- FY 2015: 2.1%
- FY 2016: 0.1%
- FY 2017: 1.0%
- FY 2018: 1.6%
- FY 2019: 2.9%
- FY 2020: 1.5%
- FY 2021: 0.5%
- FY 2022: 5.4%
- FY 2023: 2.0%
- FY 2024: 2.0%
- FY 2025: 2.0%

#### Compounded Inflation Rate

- FY 2013: 6.3%
- FY 2014: 8.0%
- FY 2015: 10.1%
- FY 2016: 10.2%
- FY 2017: 11.2%
- FY 2018: 12.9%
- FY 2019: 15.7%
- FY 2020: 17.4%
- FY 2021: 18.0%
- FY 2022: 33.4%
- FY 2023: 25.4%
- FY 2024: 27.4%
- FY 2025: 29.4%

#### Principal in Constant ($2008) Dollars

- FY 2013: 2,299,281
- FY 2014: 2,337,350
- FY 2015: 2,382,187
- FY 2016: 2,384,885
- FY 2017: 2,406,443
- FY 2018: 2,441,785
- FY 2019: 2,503,914
- FY 2020: 2,539,581
- FY 2021: 2,553,552
- FY 2022: 2,570,201
- FY 2023: 2,713,473
- FY 2024: 2,756,745
- FY 2025: 2,802,017
- FY 2026: 2,843,289

#### Market Value Variance to Inflation

- FY 2013: $74,613
- FY 2014: 16,294
- FY 2015: 125,794
- FY 2016: 102,652
- FY 2017: 76,807
- FY 2018: 363,299
- FY 2019: 456,470
- FY 2020: 593,133
- FY 2021: 629,398
- FY 2022: 1,460,940
- FY 2023: 1,454,225
- FY 2024: 1,469,507
- FY 2025: 1,514,140
- FY 2026: 1,641,151

(XIRR) = Internal Rate of Return for Irregular Cash Flows
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 staff 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.

EAST REGION SERVICE CENTER – GARTH TAYLOR, EAST REGION BUREAU CHIEF
- Continued monitoring of region operating and seasonal budgets.
- Continue working with park managers on creating new opportunities with limited resources.
- Continue investment in interpretation, marketing, and revenue enhancing ideas.
- Continue to work on incident reporting and staff training.
- Continue working with parks for new programming, special events, new potential partnerships, and concession opportunities.
- Continue agency policy reviews and discussion.
- Billingsley Creek visitor center is now very close for substantial completion and occupancy should be cleared by November. We also look forward to a new 50-unit campground development project this coming fall. Ground has been broken and dirt is being moved to prepare for utility work.
- Continued monitoring of many development projects across the region.
- Recruitment and hiring continues and seems to be an ongoing challenge with retirements and folks moving around. We have filled the ranger opening at Walcott but we have a resignation recently at Harriman so another ranger opening to fill.
- New parking areas at Bear Lake and Box Canyon are still a hit, giving better access to our parks.
- Harriman has been recently paved all the way to Ranch View and the Scovel Center. It looks really good.
- Our parks remain very busy into the fall season and visitation numbers are still increasing. We strive to provide great, safe service.
- Seasonal help is still proving to be a challenge across the region. Increased wages have been approved.
- We continue to have monthly manager’s conference calls to see how things are going across the region. Every park seems to have experienced similar challenges with increased visitation and of all things pump problems.

BEAR LAKE – KIRK RICH, PARK MANAGER
Customer Service
- Most out of state visitors have accepted the new $14.00 MVEF fee.
- Due to overcrowding we were forced to close North Beach for two hours in the afternoon, on two different Saturdays in July. This served to equalize usage by moving the flow of visitation to East Beach.
Park/Program Usage

- The campground was fully occupied through July and there were only a few unreserved campsites during the last week of August. September usage was strong with all weekends fully booked.
- We estimate a park usage increase of 5-7% for July of this year and had two $20,000 Saturdays in July with MVEF collections. August usage was steady when compared to last year but with some rainy days and smoke for much of the month, we did see a slight decrease over July.
- Day-use group shelter reservations were at an all-time high in July and August but we believe many chose to use the beach and not occupy the reserved shelter.
- Overall, our vehicle attendance at East Beach has dropped compared to last year. However, this was compensated by increased usage at North Beach. This may have to do with more exposed beach and better access to the newly exposed beach.
- The busy Raspberry Days week brought heavy usage but did not seem to exceed a normal busy weekend. Our St. Charles shop was used for meals and a staging area.

Program Services

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<tr>
<th>Program Type</th>
<th>No. of Programs</th>
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<tbody>
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<td>Experiential Programming</td>
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<td>School Programming</td>
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<td>Special Events</td>
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Preservation of Natural, Cultural, and/or Historical Resources

- Work continues on barrier rock, weed and brush removal, fence repair, and the relocation of signing and parking bumpers.
- Weed spraying was completed in conjunction with Bear Lake County in the area adjacent to North Beach.
- The end of year coliform and nitrite sample was successfully completed.

Staff Training

- Nothing to report.

Strategic Plan Actions

- Staff installed a new wood burning stove in the Quonset, complete with a ductwork distribution system and we also replaced faulty lights.
- Upgraded the administrative office and shop bulbs with LED energy efficient bulbs.

Manager’s Narrative

- One string of docks at North Beach was removed at the jetty in July. Due to the lower water level, we were able to remove large rocks and reattach the docks in a way they could still be used. Water continued to drop with September levels ending at 5912. Both ramps at North Beach remained usable.
- The irrigation pump failed at East Beach in July, and we were not able to get the replacement for two full weeks. As a result, we had to resort to using our culinary water to save as much of the lawn as possible while we waited on repairs.
- One 23-foot fiberglass boat burned up just off the North Beach jetty but luckily there were no injuries.
- Facebook visits came to 98,000 for the month of July—a record for the park.
- According to IBIS it appears we have collected over $525,000 for the first two months of the FY22. No one knows the future but it is now projected that income for the FY might approach
$900,000. It appears park income has already exceeded park operation budget by over $150,000 for FY22.

- Contractor has commenced construction on new East Beach kiosk. The request to provide electricity from Rocky Mountain Power has not been signed. There is still some concern about what our long-term commitment would be under such a contract. It appears that Bear River Electric is now the contractor under Heavy Haul Construction.

**CITY OF ROCKS – WALLACE KECK, PARK MANAGER**

*Customer Service*

- The well pump at Emery remained off and non-functioning for August and September and water at the RV Dump Station was turned off in September.
- Some interpretive programs were cancelled in August due to unsafe air/smoky conditions.
- COVID-19 protocols were ramped up in August due to a resurgence in infections in Cassia County. All visitor center employees wore face coverings while working directly with the public.

*Park/Program Usage*

- Visitor center attendance was 3,089 in July; 2,463 in August; and 2,493 in September.
- Usage for this quarter: Campgrounds = 6,812 site nights; Lodge = 79 nights; Glamping Yurt = 68 nights; Bunkhouse = 46 nights; Shelter = 6.
- The hot and dry weather, along with heavy smoke from California and Oregon was a factor in decreased July and August visitation.
- Staff coordinated parking and camping for the Idaho Mountain Festival attended by approximately 173. Staff helped manage other group events including Warriors Rock, a wedding, and Challenge Athletes with 40 rock climbers.
- The park hosted 100 students and teachers from John V. Evans 2nd grade in September.

*Program Services*

- Staff created an open captioned version of the welcome video to be presented at the visitor center and the video is audio described on the NPS website (ADA compliant).
- Staff updated City of Rocks Junior Ranger booklet and developed a bat Junior Ranger interpretive program.
- Assistant manager led and attended 2-days of programs for the Oregon-California Trail Association (OCTA).
- Jess Scheider, Artist in Residence, was here for a week and conducted live art in the park.
- Other programs included Coffee with a Ranger at Bath Rock and a dark night sky program every Saturday in September.
- Management co-led the Shoshone-Bannock Tribes of Fort Hall Community Event and wayside dedication. We teamed up to provide an auto tour, stopping at points of interest to provide interpretation.

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<td>Special Events</td>
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*Preservation of Natural, Cultural, and/or Historical Resources*

- Finished NHPA and NEPA compliance on NPS Sheridan Acquisition project.
- Signed MOA with Montana Conservation Corps for trail and erosion control projects.
- Found an extremely late-blooming red-osier dogwood in bloom on Almo Creek in July.
• Removed dead pinyon pine from Circle Creek Overlook as part of the larger project to study, understand, and take action to protect Idaho’s northern-most pinyon woodlands. Crew from the NPS, along with park staff, conducted survey plots to determine baseline data on the current size, health, and structure of the woodlands. Manager met with USFS scientist and University of Oregon professor to continue the die-off study and discuss theories of disease and decline. Manager also published article on Plight of Pinyon Pine (reprinted later in Pocatello and Lewiston newspapers). In August, staff submitted a grant request for funds to identify pathogens attacking pinyon pine.
• Purchased and installed dark sky compatible lights at the visitor center.
• Staff visited the curation facility at Hagerman Fossil Beds National Monument and discussed issues that need to be addressed for the continued housing of CIRO and Castle Rocks collections.
• A rare monarch butterfly sighting at the visitor center was documented in August.
• Staff (with the assistance of the Oregon-California Trail Association), believe to have found nine California Trail-era graves.
• Park staff may have located a shelter cave described and sketched in an 1849 California Trail journal.
• Ranger and crew continued the xeriscaping project on the east side of the visitor center by planting approximately 200 native plants. A vendor worked with us to design the signs for the Northern Great Basin and Range Xeriscape Interpretive Trail.
• Management developed full NEPA compliance for E-Bikes regulation changes per NPS.

Staff Training
• Training included virtual interpretive training, Supervisory Academy, and Crucial Conversations.
• Assistant manager and ranger attended 2-day STEM (Science, Technology, Engineering, & Math), workshop at Declo Jr. High - we are partners with Declo STEM and received a $1,000 grant to support our STEM education program development.

Strategic Plan Actions
• Natural resource database development continued.
• Manager participated in a conference call between the NPS, The Conservation Fund, and IDPR, regarding the status of the realty purchase. He received and distributed the marketing booklet to all parties and wrote the letter seeking concurrence from the NPS Regional Director for the CIRO boundary expansion.

Manager’s Narrative
• Maintenance crews completed construction of seven pedestrian bridges (two on Creekside Towers, one at Parking Lot Rock, two on South Fork Circle Creek, one at Flaming Rock, and one near Stine’s Creek.
• Submitted a grant to National Park Foundation for Park Ventures program. This program focuses on inclusion in national parks to underrepresented communities.
• Met with development and HVAC contractor to discuss heating and air conditioning which the visitor center has neither.
• Climbing ranger wrote several incident reports, conducted investigations, collected fees, and provided first aid. The park has experienced vandalism, theft, minor injury, and conflict with visitors assessed a surcharge. These duties, as well as covering the visitor center when other staff need a lunch break are considered routine, but demonstrate the need for a well-trained, full-time, classified ranger dedicated to responding to rule compliance, medical emergencies, climbing management, and wherever needed at a moment’s notice.
• Management conducted a review of the CIRO cooperative agreement with NPS and addressed fiscal issues with IDPR leadership Boise. We also developed an 0348-allocation request based on the meeting. Management now has full access to Grant Solutions.
- Staff worked with crews from the Student Conservation Association (SCA) and Montana Conservation Corps (MCC) to replace almost all check steps and water bars on Tea Kettle, South Fork Circle Creek, Creekside Towers, Stripe Rock, and Bumbleb trails.
- Staff installed the new visitor center flagpole that was acquired from development funds. They also constructed a new concrete slab at the visitor center vault toilet to correct a safety hazard and achieve ADA compliance.
- Maintenance staff installed a new mini-split heat pump at the Glamping Yurt, which will correct the temperature extremes in winter and summer.

**HARRIMAN/HENRYS/ASHTON TETONIA TRAIL/MESA FALLS – MARK ELIOT, PARK MANAGER**

**Customer Service**
- Weddings are still in popular demand. Staff members welcome wedding parties and we express our gratitude that they select our park to conduct the ceremony. However, it has become more apparent how much time is consumed by staff members to ensure the newlyweds are properly taken care of.
- The dormitory remodeling project is ongoing. Even though the contract time frame has expired there are a few items that still require attention before the project can be finalized.
- The Bunkhouse/Cookhouse has reopened but we inform visitors renting the bunkhouse that there are use restrictions due to the repair work that is not completed.
- Dry Creek Wildlife and Pest Solutions returned to help resolve issues related to bats in the Bunkhouse.

**Park/Program Usage**
- Although fishing was slow due to low river flows and hot, dry conditions, our trail use increased significantly and the park was very busy through July. August brought smoke and poor air quality but visitors still came out to enjoy the park.
- With COVID-19 restrictions and limitations lifting, staff members welcomed back Music Camp and their wonderful performances.
- A film producer came to record a youth church choir behind the Jones House. Staff members had a great time seeing all the talented participants. There were over 180 participants and chaperones.
- Harriman welcomed the annual mayor’s meeting that took place in the Boy's House. Most participating mayors were from southeastern Idaho.
- Harriman hosted an annual race called the Buffalo Run with over 100 participants and their supporters. This run consists of an 8.1 mile, 25k (15.5 mile), and 50k (31 mile) run that takes place on park trails.
- September brought guests from around the world to listen to the elk when the rut began.
- Harriman hosted the North Fremont County cross country meet which brought a wide range of visitors and users to the park.
- We were honored to host the Idaho State Patrol Eastern Idaho Leadership Team. The team and staff enjoyed a productive meeting in the Jones House and we hope to have them back in the future.

**Program Services**

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<td>Special Events</td>
<td>1</td>
<td>250</td>
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**Preservation of Natural, Cultural, and/or Historical Resources**

- Fremont Country Weed Superintendent conducted the annual spray day event in July. Members from the United States Forest Service (USFS), Idaho Department of Fish and Game, Bonneville County, Jefferson County, Madison County, and Fremont County provided a total of 31 participants that joined park staff for this event and treated 119 acres of noxious weeds focusing on Canadian thistle, scotch thistle, spotted Knapweed, Hounds tongue, and many more.
- Marmots continue to have negative effects on our historical structures. We have continued efforts to utilize live traps, however with increased visitation and food availability, trapping has proven to be unsuccessful.
- Staff has been working to refurbish the exterior of the Harriman Cottage. Most of the painting has been completed and now we are working to replace and paint some edgings under the eaves.

**Staff Training**

- Staff attended the OHV instructor course.

**Strategic Plan Actions**

- We remain in contact with our JCC volunteer group, who were once again welcomed to the park. They helped set up snow pole markers along the main entrance road, conducted trail maintenance at the horse run, and helped with other projects as needed.

**Manager’s Narrative**

- The project to pave the road from the visitor center to the Scovel and Ranchview parking areas has been completed.
- Our visitor center also received a new metal roof.
- The broken fire hydrant at the ranch is still an ongoing issue and the decision was made to order a new fire hydrant.
- The region crew worked with staff and the Friends of Harriman to identify and establish a reroute of the John Muir ADA Trail to improve visitor safety. This project was completed in September and is getting a lot of compliments from the public.
- Early in the summer some facilities tested posted for E. coli in the drinking water but we are happy to report that clean samples have since come back and boil water notices were removed in September.
- Staff members are sad to announce the passing of our long-time ranger Jim Snider. Staff members held a memorial service on October 9 at the Scovel Center.

**Ashton Tetonia Trail**

**Customer Service**

- Installed hand sanitizer dispensers in both Marysville and Judkins CXTs.
- Continued to replace and repair broken signs along the trail.
- Engaged with trail users when possible.
- Planned a fall foliage bike ride and posted flyers along the trail and at Harriman.

**Park/Program Usage**

- Continued sticker scavenger hunt until all stickers were found.
- TrafX counts for Marysville: July - 789, August - 746, September – counter error.
- TrafX counts for Bitch Creek: July - 743, August - 684, September – counter error.
- QR Code Scans - 278 total scans as of 07/28/2021, 358 total scans as of 08/28/2021, and 420 total scans as of 09/29/2021.
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Preservation of Natural, Cultural, and/or Historical Resources
- Physically removed approximately 45 Canada thistle plants from the Marysville section of the trail.
- Graded the trail from Marysville to Fall River where the trail was becoming excessively rough to ride on.
- Tetonia City Hall assisted in planting two Aspen trees at the Marysville lot and five were planted by the Tetonia lot to hopefully provide shade for visitors in years to come.
- Replaced a broken gate northbound of the Felt lot.
- Planted a pollinator garden at the Marysville trailhead. Planted milkweed and sunflower seeds and will plant more native wildflowers in the Spring.
- Built new bulletin boards to install at the new Felt lot in October.
- Attended the Teton County Planning meeting concerning a subdivision that will potentially be built next to the trail.

Staff Training
- Ranger completed an OHV Education program through IDPR and became a certified instructor.

Strategic Plan Actions
- Continue to actively post on Facebook and answer questions about the trail and interact with users on the trail.
- Developed a report for development about wants and needs of the Ashton-Tetonia Trail for submitting a grant application.
- HUGE shoutout to the region crew for relocating our parking lot in Felt and removing the old lots.
- Collected data along the trail with Survey123 to develop an improved map for the trail this winter.

Manager’s Narrative
- The state and, in turn IDPR, has submitted a grant proposal for funding through the American Rescue Plan Act. Staff met with development to look at the trail and explore possibilities for use of those funds approximating $3,000,000. The focus was on paving portions of the trail. Other improvements discussed were adding additional CXTs along the trail, and a maintenance shop at the Marysville trailhead.

(New felt parking lot)  (Autumn at BC Trestle)
HENRYS

Customer Service

- The shower house heat project was completed and a walkthrough with development and the east region manager was held on September 21.
- The fish cleaning station project is going ahead with the contract to be left open to revisions and to have a scale screen.
- Despite an alert on Reserve America, Facebook, and emails, concerning the dump station being closed, some campers were still taken by surprise.
- Higher priced campsites have not been well received by some non-residents and some left to find other places to camp.
- Idaho Fish and Game is considering making fishing on Henrys Lake year-round.
- Development added resurfacing and widening of the Goosebay Road/shop-maintenance road to the future projects list.
- Department of Agriculture boat inspectors did not inspect boats at the park this year.
- Development is planning to put in a concrete sidewalk between the boat ramp and the ADA parking, with bollards added for wheelchair access. The project will correct the grade and will make the toilet ADA.
- Well #1 is having problems and development plans to check the water level and pump by camera when the water is turned off in October.

Park/Program Usage

- Day use declined for most of July and August because of the hot weather and the fish going to deeper, cooler water. Cooler weather in September brought people back out along with better fishing.
- The campground was 97.8% full in July, 91.3% full in August and 87.5% full in September. The park’s tent sites were only 18.3% full in July, .03% in August, and .01% in September.
- The tent sites were occupied far less in 2021 than in 2020. As an example, there were 40 tent site nights in August 2020 and 3 tent site nights in August 2021.

Program Services

- Interpretive programs given this quarter included: Nature Walk, Nature Bingo & Animal Clue Bingo Talk/Walk with our naturalists (Dr. Tim Halverson and Dr. Jessica Dimuzio), Introduction to Kayaking, Yoga, Bear Aware in Bear Country, Bird Walk, Jr. Ranger Program Orientation, Learning to RV, Henrys Memories, Wildflower Wander, Insect Safari, True Tales from the Wild, Henrys Lake Swan Song, and Leave-No-Trace and Trash Timeline games.
- We also had a program in July by J.R. Spencer, a Nez Perce/Ojibwe artisan, educator, and performing artist of Native culture and living traditions of his people.
- We held a new program this summer, B.A.R.K. Ranger, based on the National Parks, BARK in the Park. Companions learned about the park from a dog’s point of view, why pets should be kept on a leash, and the importance of cleaning up after them. B.A.R.K. stands for: Bag your pet’s waste, Always leash your pet, Respect wildlife, Know where you can go.
- Staff created four new sheets for Junior Rangers to use as the activity in the park to get their badge: ABC (Animal Bingo Clues), Nature Bingo, Spotless Scavenger Hunt, and Savvy Signage Seeker.

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<td>Special Events</td>
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</table>
Preservation of Natural, Cultural, and/or Historical Resources

- Staff carried rocks that had been moved by wave action back to the shoreline which will help protect that part of the shore.
- The Cobb, Pen, and four cygnets were on the lake most of the summer with an occasional visit back to the Slough. Another pair of swans was sighted in the area in September.

Staff Training

- Nothing to report.

Strategic Plan Actions

- Dr. Tim Halverson returned to continue working on the flora and fauna BioBlitz. He and his wife, Dr. Jessica Dimuzio, also led several of our interpretation programs, which gave him more opportunity to spend more time in the park. In September, he turned over a list of 85 flowers with family, species, common names, and description that were found in the park.
- The dispersed camping area was divided up into ten sites so customers would know the boundaries.
- DEQ gave staff a heads-up that the “dead-end” in the Adams and Blue Dun campground water system could be a source of bacteria in the future.

Manager's Narrative

- The new trash service is working well but the compactor is showing wear and tear.
- The weather was even more extreme in September than in August. Temperatures were from the 70s to low 20s.
- Staff is preparing to close for the season. The park will be open for dry camping in Caddis Loop and day-use, but staffing will be limited.

MESA

Manager’s Narrative

- Harriman seasonal staff worked with USFS staff to build a more efficient pamphlet display.
- Even though the USFS car counts show reduced numbers, the collection of entrance fees increased dramatically. Staff is certain the decrease earlier in the season had to do with faulty equipment. Mesa did get a replacement car counter at the end of the season.
- After Labor Day weekend, staff members closed for the season. Efforts are being made to have an end-of-the-year recap with USFS staff.

LAKE WALCOTT – RYAN BUFFINGTON, PARK MANAGER

Customer Service

- OHV and boat registration sales started to slow a little in July but remained a steady commitment from staff. However, having the local sheriff’s office start selling registrations has helped to ease our volume.
- The entrance kiosk was open all weekends in August and the first two in September, greatly helping with parking compliance.
- In September, the handling and kayak docks were pulled out of the lake in preparation for the October draw-down by the Bureau of Reclamation.
- Efforts were made to expand our social media presence with the creation of an Instagram account and regular posts being made.
- Social media posts on dock removals were posted except for a few complaints, the public has been understanding of the situation.
- We eliminated the four walk-in sites from the scout area, making the area park reservable only.
- The BOR placed their old spillway turbine by the informational kiosk in preparation for a new exhibit.

Park/Program Usage

- The Fourth of July weekend was extremely busy and strained our facilities.
• The State Disc Golf Tournament was held over the weekend of August 20. It was the largest ever, with 200 players and at least 200 others in attendance.
• Through August, the RV campground was mostly booked on the weekends and many of the weekdays as well. September saw full weekends but slower weekday use.
• We hosted many group events in our day use shelters including wedding receptions, family reunions, company picnics, and a large BOR event.
• Day use was very steady with disc golfers, motor boaters, and kayakers through September.
• Minico Cross Country Team was at the park in September with approximately 600 attendees.
• The local disc golf club has held weekly play.

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<tr>
<td>Special Events</td>
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Preservation of Natural, Cultural, and/or Historical Resources
• We have been busy trimming and cleaning dead limbs from our trees for the health of the trees and safety of the public. Many of our trees are quite old so cleaning up fallen limbs and entire trees brought down by wind and rot is a constant effort.
• Cleaning out vegetation growing into our historic rock walls is also an ongoing project.
• Cleared brush, trees, and dead vegetation out of the parking island by Fish and Wildlife Headquarters with the help of the Work In Lieu of Detention probation program.

Staff Training
• Three seasonal staff members completed the OHV certification training and two completed chainsaw training classes with City of Rocks rangers.
• Ranger has been working with office staff to learn the reservation/registration system and is making progress learning our camping system. He is also working with our maintenance staff to learn the layout and facilities of the park.
• One seasonal staff member has been helping U.S. Fish and Wildlife finish up their duck banding project.

Strategic Plan Actions
• Nothing to report.

Manager’s Narrative
• Kayak docks were repaired and reinstalled with the help of Idaho Watersports and the South Region maintenance crew.
• Began holding bi-monthly employee meetings to keep everyone working on the same page, streamline our operations, and address any issues.
• Brought in Dalry Electric to make repairs to campsites 2, 4, 7, 9. The sites were tripping the breakers in the sub-station behind the restrooms.
• Attended bi-weekly planning meetings with BOR for the new spillway exhibit.
• Continued communications with Adrift Kayak to bring in their rental company next year for a possible concession.
• Met with the new recreation director from the Bureau of Reclamation, David Harper.
• New camp hosts arrived in September, and we are happy to have them through the winter.
• The park purchased a new 40-ton wood splitter to help with firewood production.
• We continue to clean up in and around the house and shop yard. Our surplus inventory is being staged behind the shop in anticipation a public sale in October.
• Completed the FRPP (Federal Real Property Report) for the visitor center and park O&M for the BOR.

LAND OF THE YANKEE FORK – RICK THOMPSON, PARK MANAGER

Customer Service
• July 15-16 and July 30-31 park staff attended Rally in the Pines ATV event and sold registration stickers to attendees.
• We are open seven days a week from 9 am-5 pm.
• The park carries the USFS Challis and Salmon area maps for sale.
• Park sells registration stickers for ATV, boat, invasive species, and snowmobiles.

Park/Program Usage
• The park had 4,087 visitors for July, 6,065 in August, and 1,736 visitors for September.
• The park movie was shown 145 times to 481 visitors in July, 127 times to 377 visitors in August, and 71 times to 224 visitors in September.
• Custer City and the Yankee Fork Gold Dredge opened Saturday May 29 and closed for the winter on September 7.
• Custer Day was cancelled by USFS for Covid concerns.

Program Services

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<tr>
<th>Program Type</th>
<th>No. of Programs</th>
<th>No. of Attendees</th>
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Preservation of Natural, Cultural, and/or Historical Resources
• The Wells Fargo building roof was removed in July, allowing the stone mason to complete the masonry phase. In September, the contractor installed the wood decking and in October, Keltic Engineering inspected the roof before metal sheeting was to be applied.
• Settling and buckling of the stamp mill building recently occurred and we are doing what we can to brace a section of the building.
• Park staff bracing up dryer shed structure at Bayhorse to prevent collapse.

Staff Training
• Nothing to report.

Strategic Plan Actions
• Participated in Challis Community Trails Group site visit and meeting with BLM, IDPR East Region Trail Specialist, Idaho Highway Dept, and community members on July 28 to discuss potential Challis Hot Springs trail link.
• Park received A/V equipment purchased with USFS funds. Working with USFS seasonal interpreter to produce new PowerPoint program for Custer.

Manager’s Narrative
• The Bayhorse parking lot was resurfaced July 17.
• The Ride the Bayhorse ATV event was held August 20-21 with 20 visitors participating. East Region Trails Specialist and Recreation Education Coordinator also assisted. The event was conducted smoothly and without any incidents.
• Attended Chamber of Commerce meeting, Custer Association meeting, and Dredge Association meetings. Proposal to change Ride the Bayhorse event date next year to the first weekend in August was well received.
• Department of Environmental Quality conducted an inspection of the water system on September 27. Two significant deficiencies were noted and are already in the process of being remedied.

MASSACRE ROCKS – TRAVIS TAYLOR, PARK MANAGER

Customer Service
• We had quite a few calls in July asking why our reservation system wasn’t working and had to explain that the campground was already full.
• Already receiving calls in September regarding winter availability and availability for next summer.
• Fielded a lot of calls regarding switching to first come first serve camping and when we will be closing the lower loop.

Park/Program Usage
• Park was very busy in July and August with a full campground every weekend and about half full throughout the week. We did not see our normal August slowdown again this summer. Even with temps well into the 90’s for most of the month the campground stayed busier than normal.
• Boating was busy in July and August. River levels remained high, although the reservoir was already very low.
• Summer months were extremely hot which slowed down much of the hiking and disc golfing.
• Labor Day Weekend was busy with a full campground, but uneventful. Camping during the week finally showed signs of slowing with the weekends remaining at near full capacity.
• Boating has remained popular with American Falls reservoir being empty, however murky water has slowed fishing.

Program Services
• Interpretive programs included plant walks and Oregon Trail activities.
• We have been working to mark out a high school cross country course and bring back racing to Massacre Rocks.
• We had Rockland Elementary’s 4th grade visit the park on September 28 for a field trip.

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<th>Program Type</th>
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<tr>
<td>Special Events</td>
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</tbody>
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Preservation of Natural, Cultural, and/or Historical Resources
• The reroof of the Register Rock shelter and the fence replacement have been completed.

Staff Training
• Ranger is working on her Wilderness EMT recertification. Most of this is being completed online.
• We are beginning to look into winter training classes.

Strategic Plan Actions
• Nothing to report.

Manager’s Narrative
• July heat was relentless. Daily highs were in the 90’s every day, taking a toll on the crew, and we backed off several projects due to this.
• The project to reroof the pressure tank building was completed.
• Manager met with representatives from the Governor’s office to film a short video about the park on the August 16.
• Manager met with the Director, Operations Administrator, Development Bureau Chief/Management Services Administrator, Senator Lent, and several local Power County politicians about the possibility of IDPR managing camping along a section of the East Fork of Rock Creek.
• Manager met with development staff and PumpCo regarding the state of our wells and pumps. For the most part, everything is in good shape, but we do need some work on our pressure tanks for both well systems.

THOUSAND SPRINGS – DAVID LANDRUM, PARK MANAGER

Customer Service
• Every second Saturday of the month we held an ATV/Motorbike class, which were well attended.

Park/Program Usage
• Day use in our parks has increased over the past years and heavy visitation started two months earlier this year.
• The public is getting out and hiking Box Canyon, walking the trails on Ritter Island, walking and riding bikes on the path at Billingsley Creek, using the riding arena at night, fishing at Crystal Springs, and picnicking at Malad Gorge.
• The annual Arts Festival was held on Ritter Island and was attended by over 4,000 people.
• With the weather cooling down in September, visitation started to slow, although it is still higher compared to previous years.
• Our houses on Ritter Island are staying busy and are booked nearly every weekend through the end of the year.

Program Services

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Preservation of Natural, Cultural, and/or Historical Resources
• Work on the new visitor center at Billingsley Creek is in the final stages and we look forward to moving into the building.
• The bid was awarded for the 50-unit campground at Billingsley Creek. The contractor has started to move equipment in and is in the beginning stages of marking the area for the groundwork to begin in mid-October.
• The barn on Ritter Island is scheduled to get a new roof in mid-October.

Staff Training
• Staff has been meeting every Tuesday with full time, seasonal, and volunteers. We also add a safety training to each meeting.
• Staff is still working on their CEO online training.

Strategic Plan Actions
• Nothing to report.

Manager’s Narrative
• The walk/bike path at Billingsley Creek was seal coated in September.
Manager and South Idaho Tourism did a tour of several of our park units with five journalists who are working on an article about our parks and the area.

**SOUTH REGION MAINTENANCE CREW – CHRISTOPHER RE, FOREMAN**

**Ashton Tetonía Trail**
- Moved the parking lot in Felt approximately ¼ mile from the original lot. Added new base and increased capacity. Used existing material from the old lot to make the new one. Tried to make the old area ready for natural ground cover to grow back next spring which will discourage people from parking there.

**Harriman State Park**
- In August we transported the bulldozer and the grader to the park in preparation for the John Muir trail reroute. We roughed out approximately 600 ft of new trails, rerouting the trail to stop and start at the parking area.
- In September we finished the reroute. We spread gravel the length of the trail, graded and compacted with the bulldozer, and cleaned up the dirt that was excavated in the creation of the new path.

**Lake Walcott State Park**
- Helped fix an irrigation line break under the road. We repaired the break and added extra fill to anticipate settling. Will go back and asphalt after area has settled.
  - Helped park staff with collecting larger tree trunks that had fallen during a windstorm.
  - Worked with park staff and Idaho Power Sports to fix the EZ docks that were wrecked during last fall’s windstorm. After repairs were complete, we helped find the anchors and moved the dock in place.
- In September we helped the park pull both the handling and the fishing docks early this year due to the lake level dropping below normal. The BOR can now work on the dam.
- Helped the park repair a 6” main irrigation leak and helped the park fix a leak in the water and the irrigation line near the bathroom by the Kiosk.
Thousand Springs

- Helped fix the irrigation line that was believed to have broken at Billingsley Creek.
- Helped clean up the slash and wood chip pile at Billingsley to clear area for fence builders.
- Helped reglaze windows at the barn at Ritter Island. Fixed 17 windows with park staff.
- Fixed the potable water line to the ranger houses at Malad Gorge and added a shut off valve to help isolate it. Now the house can be shut off without shutting off the water to the shop and the volunteer camp sites.
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 for 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.

SOUTH REGION SERVICE CENTER – THERESA PERRY, SOUTH REGION BUREAU CHIEF

- The south and east regions were formally divided with the hiring of a new south region manager, Theresa Perry in July. The south region is comprised of Ponderosa, Lake Cascade, Eagle Island, Lucky Peak, Bruneau Dunes, and Three Island Crossing. The work location for this position has been established in Cascade — sharing office space with University of Idaho Extension and Kelly’s Whitewater Park staff.
- With support and knowledge of the south region manager and the south-east administrative assistant monitoring and understanding the region operating, minor maintenance, and road and bridge budgets have started.
- As a new region manager, developing new working relationships with each of the park managers has created a better understanding of the unique needs and opportunities each park has. A common challenge each park presents is related to staffing, and the impacts that limited operating funds and aging infrastructure has on the park’s resources and its visitors. During this reporting period the focus has been to begin learning the unique (but also similar) challenges each park has and provide support to staff as they manage existing resources, while trying to secure new opportunities (i.e., new programming, partnerships, and concession).
- Several meetings with the operations chief and development bureau have provided a better understanding of ongoing, needed, and upcoming projects and issues while gaining knowledge of the processes (i.e., budgeting, prioritizing, policy review) which assist in determining direction.
- Regular agency policy reviews and discussions with the operations chief and fellow region managers continue.
- Revised and released the request for proposals for marina services at Lake Cascade. Two proposals were received, evaluated, and accepted with the intention of negotiation to begin in November.
- Recruitment and hiring continues to be an ongoing challenge. During this reporting period the Cascade, Eagle Island, and Lucky Peak park manager positions were filled, along with the assistant manager position at Eagle Island, and a ranger position at Lucky Peak. Additionally, administrative assistant positions for Bruneau and Three Island Crossing were filled. Several ranger positions are vacant along with the assistant manager position at Lake Cascade.
- Recruitment and retention of seasonal staff continues to be a significant challenge. Providing housing and competitive wages are key factors in filling these essential positions. Examples of these shortages are seen in the lack of regular hours of park visitor centers and full access to park facilities.
- We continue to have monthly south and east region manager’s conference calls. This monthly call provides a platform for staff to provide updates along with an exchange of operational challenges experienced and possible solutions.
• Continued monitoring of many development projects across the region. Several unexpected and unfunded issues occurred during this reporting period which are tied to major infrastructure systems. These issues are explained in the parks reports below and are examples of the critical infrastructure issues parks are facing.
• Planning of the combined south and east region managers meeting is underway and is scheduled for November 9 and 10.

**BRUNEAU DUNES – BRYCE BEALBA, MANAGER**

**Customer Service**
• Stage two fire restrictions were lifted in the final days of September after being in place most of the summer.
• Our interpreter has expanded her work to our social media accounts, dramatically driving up our presence and drawing a lot of attention to the park.
• Staff made improvements to the trail marker system, significantly decreasing the number of lost hikers and rescues. The problem does persist however, and we are discussing ways to further improve the system such as including better markers and water caches along the trail.
• We will need to secure seasonal funding to be able to staff the new telescope and accommodate the increase in visitation which will require at least two new seasonal aides.
• We decided to not continue the observatory programs for the remaining two weeks of the regular season so our astronomers could continue working on the Dark Sky application. We are hoping to have certification in place by the 25th anniversary of the original telescope opening, and the scheduled grand opening of the new telescope facility in 2023.

**Park Usage**
• High temperatures in July and August decreased visitation and camping, along with the ability to rent sandboards due to sand temperatures. September however brought a few cooler days which allowed sandboarding during limited times as temperatures allowed.
• While the park remained busy in September, we suspect that fire restrictions kept camping numbers down.
• The visitor center had 1,673 visitors in July, 1,891 in August and 1,802 in September.
• We have seen an uptick in portrait photography in the park. Most photographers are coming from the Boise area and are unaware of permit requirements. We have reached out to several businesses on social media, and of course we talk with them when we see them in the park.
• The Boise Astronomical Society (BAS) held its annual Star Party in the park although no public participation occurred this year due to concerns over the Delta variant.

**Program Services**
• Public and private stargazing programs were held in July and August but were halted mid-September due to a possible staff Covid exposure.
• Scorpion Walks is a popular program which follows the public observatory program, and many attend both programs.
• We have created partnerships with the city of Mountain Home and the Mountain Home Parks and Recreation Department to provide programming in the park and at the City’s Senior Center.

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<tr>
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<tr>
<td>Special Events</td>
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</table>
Preservation of Natural, Cultural, and/or Historical Resources

- Manager provided comments to the IDPR director and operations administrator to be considered in the agency’s response to the USAF proposed Environmental Impact Studies regarding flight changes in our area.
- The irrigation well pump is still in the process of being repaired. We can see the impacts of our well failure on the park trees and lawns. Despite our best efforts, many trees are showing dead branches and leaf drop, many have died. We need to develop a rehab plan for the lawn and replanting of the trees that were lost.
- The additional water usage for irrigation along with high domestic water use may be affecting the domestic well. We are seeing large amounts of black sand come through the system and discovered high levels of arsenic in the domestic water. We are conducting additional tests to verify the levels.
- We received new-to-us docks from Ponderosa as well as a new ramp. This, coupled with the new path and dock abutment have significantly improved Small Lake access.

Staff Training

- Nothing to report.

Strategic Plan Actions

- The Owyhee Planning Commission adopted a “Dark Sky Focus Area” for some of the land surrounding the park. This designation will require all new buildings in the area to install Dark Sky compliant fixtures, decreasing light impact to the park and night skies, and adding credibility to our Dark Sky Certification efforts.
- We have been attending the Mountain Home Travel and Tourism meetings via Zoom.

Manager’s Narrative

- Through state and federal surplus, along with Covid-19 funds, we were granted funding for several projects that will improve the park and visitor experience. The projects include creating an entrance kiosk, repaving the visitor center and observatory parking lots, building a new state-of-the-art telescope, installing a camera on our existing telescope and wiring the scope to broadcast live images into the Steele-Reese Education Center. Initial scoping and bids have begun on some of the projects, while the visitor center and kiosk projects have begun.
- We received several inquiries from national media this year and were featured in articles or programs by PBS, CNN, AAA Travel, and in National Geographic in July.

EAGLE ISLAND – MATT COOPER, PARK MANAGER

Customer Service

- Opened waterslide for the July 4 weekend; the late opening was due to staffing shortage.
- Continued to take shelter reservations and talk with event coordinators for 2021.
- Responded to visitors’ questions about COVID-19 requirements in the park and domestic water issues via phone, Facebook, and email.

Park/Program Usage

- The park hosted the City of Eagle Fun Days fireworks on July 4.
- Park visitation in July was busy on weekdays and even busier on weekends. August and September visitation slowed while the parks domestic well water was offline and being repaired, and also the start of school.
- WildRoots Nature School began their school season in the park.
- Police K-9 training continued to use our fields and outbuildings for training.

Program Services

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<td>Special Events</td>
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**Preservation of Natural, Cultural, and/or Historical Resources**

- A volunteer group performed a flora and fauna survey for the park.
- We continue to pull and spray invasive weeds around the park.
- Continued to patrol the park’s historical buildings and look for damage from vandalism.

**Staff Training**

- Water rescue training would be good to have for permanent and summer seasonal staff.

**Strategic Plan Actions**

- Working with local dog groups on the feasibility of a dog training area in the park.
- Working with City of Eagle on the trails master plan.
- Working with the Sheriff’s Department regarding bike patrols at Eagle.

**Manager’s Narrative**

- The domestic water well in the park started to pull sand. Well company found that the original casing had collapsed. Repairs were made and we worked with DEQ for proper sampling and testing of the water.
- We continue to work with EcoLake on lake aerator air lines issue.
- The main wood walking bridge into the park is collapsing. We closed a portion of the bridge and are working with development bureau to rebuild it.
- Ziplines closed operations for the summer on August 14.
- Met with state and district cross country and event directors to discuss issues and logistics of having such large events in the park while the state is operating in Crisis Standards of Care and COVID requirements.
- Met with development to discuss projects and the future of the park. Projects discussed included the domestic well replacement, replacing the main walking bridge, and replacing the roof on the ranger house.
- Met with Gateway Parks snow hill staff to discuss the upcoming season.

**Lake Cascade – Blake Packer, Park Manager**

**Customer Service**

- The Van Wyck unit was closed on the evening of July 1 in preparation for the community Independence Day celebration on July 3. The fireworks ignition area was located at the adjacent Cascade Golf Course. Spectators were allowed to sit on the golf course which reduced the normally crowded conditions experienced in the Van Wyck unit. On the morning of July 4, the unit was clean and reopened for camping and day use by 9:00am with the help of 20 volunteers.
- As lake levels dropped in August, the Buttercup and Boulder Creek boat ramps became unusable for launching most boats. Handling docks were removed and signs regarding lake levels at other ramps were posted.
- DEQ issued open burn restrictions and an air quality advisory for Valley County for a few days in August. Following this advisory the park removed firewood for sale and placed fire restrictions in our campgrounds until the advisory was lifted.

**Park/Program Usage**

- All campgrounds and day use areas were at capacity in July. Midweek usage in August slowed a bit but remained at capacity throughout the weekends. The presence of toxic algae blooms on the lake and the open burn restriction in mid-August contributed to the slowdown. Several campgrounds, especially Ridgeview and Poison Creek, were at capacity on the weekends and busy mid-week for most of September.
• The park hosted two Southern Idaho Sailing Association regattas, and a two-day Intermountain Bass Kids Tournament in July.
• During the month of July, the park’s watercraft rental program thrived, logging 107 individual rental reservations. In comparison, there were 42 individual rentals in 2020. Unfortunately, a toxic algae advisory was put in place mid-August and it was decided to shut down the park’s kayak and paddleboard rental operation. This year’s water quality and lake levels were detrimental to the park’s revenue through September.
• A few of the park’s campgrounds were closed in September and we removed handling docks at Boulder Creek, Sugarloaf, and Poison Creek boat ramps. All camp sites were available on a first come first serve basis.

Program Services
• The following interpretive programs were held this season at the park: Lost But Not Forgotten-Towns Submerged by Lake Cascade, Primitive Fire Skills, Our Moon, All About Owls, Nature’s Detective, and Crown Point Trail Bike Ride.
• Due to staffing shortages summer interpretive programs concluded at the end of August.

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<tr>
<td>Special Events</td>
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Preservation of Natural, Cultural, and/or Historical Resources
• Two groups came to the park and completed noxious weed removal around the office area, contributing a total of 84 volunteer hours in July. Park staff continued with control of noxious weeds in September, using both mechanical and chemical methods.
• Staff completed tree thinning and hazard tree removal in Blue Heron, Sugarloaf, Boulder Creek, and Snowbank campgrounds.
• Staff continued to correct deficiencies in the irrigation system at Sugarloaf Campground.

Staff Training
• Training needs identified: Reservation System Training, Interpretative Training, Compliance Enforcement Officer (full 60-80-hour course), First Aid and CPR, Snowmobile Training, DHR Supervisory Academy, and DHR Crucial Conversations.

Strategic Plan Actions
• Staff worked with development bureau on the Crown Point and Blue Heron projects; addressing design and NEPA document details. Staff also worked in conjunction with development and BOR to address timelines for the completion of these projects.
• Park staff worked with development on alternative methods to correct issues with the well at the Poison Creek irrigation system. We will be pulling the pump and accessing the viability of the well with a camera survey of the well.

Manager’s Narrative
• Park staff starting planning and preparing the Request for Proposals (RFP) for the development of marina facilities at the park. This included the scheduling of deadlines for submission and evaluation of proposals.
• Due to an increase in kayak and paddleboard rentals in July the park identified outdated rental equipment in need of replacement. Park staff also identified methods to secure additional rental equipment, increase the capacity of rental equipment, and add a secure life jacket drying rack.
• Park staff worked closely with development staff and the contractor to crack seal and stripe parking and road markings throughout Cabarton, Snowbank, Blue Heron, Big Sage, Sage Bluff, Van Wyck, Ridgeview, Crown Point, Sugarloaf, and Poison Creek units.
• Park staff have been preparing Blue Heron for the completion of the Blue Heron CXT project that will be completed in October.
• All traffic counters were removed for the season and final counts submitted. Due to mechanical failure with the counters the park was unable to submit data from all locations. It will be necessary to replace 8 of the 22 traffic counters if we are to provide complete data by next summer.

**LUCKY PEAK – SURAT NICOL, PARK MANAGER**

**Customer Service**
• Moorage customers were notified in July about dropping lake levels and customers started removing vessels by the end of the month.
• Spring Shores concession closed for the season in September and concessionaire will make all payments by January.
• The disc golf course was installed at Sandy Point at the end of September.
• Reduced visitation during the winter months will accommodate for dogs to be off leash at all units beginning October 1.
• Spring Shores ramp closed in September due to low water.

**Park/Program Usage**
• July 4 weekend was very busy at Sandy Point and Discovery with both units filling to capacity each day.
• Sandy Point and Discovery visitation was very high in July and all three units saw increased activity on the weekdays and weekends.
• Reduced visitation in August was attributed to early drawdown and lower lake levels, smoke and poor air quality, the Western Idaho Fair, and schools being back in session.
• Spring Shores and surrounding areas were used by multiple agencies for K9 trainings in July and August. Dogs were introduced to working on boats, near and in water. Attack, drug, and dual use dogs were present.
• Non-motorized boating activity was up at all three units in September.

**Program Services**
• Astronomy programs were offered every Friday and Saturday night in July at Spring Shores although half the programs were cancelled due to smoke, clouds, and inclement weather.
• Park staff organized a nighttime bat program at Discovery. We have been working with bat biologist, Bill Doerring, on researching local bat populations and educating the public. We observed a lot of bats and had hands on activities for participants. This was a trial run and designed to test our program on a small group. We only had a few attendees but learned a lot.

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<tr>
<td>Special Events</td>
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</tr>
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</table>

**Preservation of Natural, Cultural, and/or Historical Resources**
• We had 30 volunteers come to help us weed, rake, and add mulch at the pollinator garden at Sandy Point.
Staff Training
- Staff needs training on processing fiscal tasks and tracking budgets in more detail.

Strategic Plan Actions
- Spring Shores hosted a two-day sailing class for disabled youth ages 12-17. The event was conducted by our partners at Southern Idaho Sailing Outreach (SISO) and Challenged Athletes (CAF). Eight students with mobility issues traded crutches and wheelchairs for sailboats. This is the first ever event for CAF, SISO, and IDPR and it was a huge success. We hope to make this part of the summer sailing curriculum.

Manager’s Narrative
- The Director, Lt. Governor McGeachin, and other key IDPR staff toured Lucky Peak State Park. They were shown some projects such as the Discovery shoreline, the Sandy Point playground site, and the marina improvement plan. We really appreciate everyone taking the time to visit us.
- Staff participated in the annual Lucky Peak Lake partnership meeting. Special thanks to Ada County Parks and Recreation Director Scott Koberg for organizing the event and providing the incredible food! The meeting brings all the agencies that work at the lake together for a day of exchanging information and future plans.
- It’s been a whirlwind of activity with a new region manager, new manager 3, and a new ranger. Staff are addressing typical issues involved with any transition and appreciate all the help we are getting from HQ staff.
- Eagle Island was kind enough to host a Memorial Service for former Director Yvonne Ferrell. It was nice to see many of the now retired employees that worked for Yvonne and who helped build this agency. It was a lovely tribute and many thanks to the Eagle Island staff for being so accommodating.
- Dane Weber, our paddleboard rental and shaved ice concessionaire at Sandy Point, closed for the season in September and paid his concession fees. Dane runs a great operation and had a very successful season grossing approximately $117,000.
- We are making progress with communication issues at Sandy Point. Landlines are good but internet speed is still painfully slow and not usable if more than one person is online. ITS has been great in working with us and trying to find a solution.

Ponderosa – Matt Linde, Park Manager
Customer Service
- Due to low staffing we had to close the visitor center one day a week. We also were not able to open the entrance kiosk this year due to lack of staff.

Park/Program Usage
- There were many events held in the park in July, mostly family reunions and local events.
- Parking has affected park usage with little to no parking spots left at our visitor center and day use areas during peak times. This has led to people using different areas of the park that are less developed and more susceptible to degradation.
- July and August were full camping months with very few open spots.
- With Covid resurging in August, some group events were cancelled but we still had a number of weddings and group get togethers, just a bit less than a typical summer.
- The Xterra adult race was canceled this year but the children’s race went on. The Dash and Splash high school running event was also held without any issues.
- Visitation slowed considerably in September. We had three out of five camping loops open with about 60% capacity. Large groups continued to use the outdoor shelters for get togethers due to the pandemic. Cabin usage remained high through September and it continues to be a struggle to keep them clean and ready for the next guests with one dedicated cleaner.
Program Services

<table>
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<tr>
<th>Program Type</th>
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<th>No. of Attendees</th>
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<td>1951</td>
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<tr>
<td>Special Events</td>
<td></td>
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</table>

Preservation of Natural, Cultural, and/or Historical Resources

- The Meadow Marsh sale was closed at the end of September. The logger was released from the contract and all is completed on his end. We have Southern Idaho Timber Protective Association coming in October to masticate trees that were not part of the cut and pile some of the slash that has accumulated in the skidding trails. They will also do some of the piling along the fire break.
- The work on the fossil display has stopped again due to lack of funding. Private donations were not enough to cover the costs of the display.

Staff Training

- Two of our rangers attended a tree insect and disease class in August.

Strategic Plan Actions

- The second phase of the utility upgrade in the Peninsula campground was postponed until fall of 2022 due to funding issues. Hopefully we can accomplish this much needed upgrade in 2022.
- Work continued on the Meadow Marsh cut to complete the strategic plan for natural resources.

Manager’s Narrative

- Our cabin cleaning person was very busy, and we had to help her multiple times in order to get all cabins cleaned in a three-hour window. It would be helpful if we could change the check in or check out time to give us one more hour to clean these cabins.
- Being short on seasonal staff took its toll on permanent staff. We changed our schedules to best serve the needs of customers but that meant our nighttime ranger was not able to work nights from Sunday to Thursday. We sent the ranger phone home with park staff who live in the park to answer the phone if campers had issues.
- We are planning to keep the Bear cabin offline to use as a seasonal house for the 2022 summer season. We can place two seasonal workers in this cabin which should help a little with the seasonal housing crisis.
- We have a project coming in October to help with our four oldest cabin roofs leaking. We hope this project can start in mid-October and end before the snow gets too deep.

THREE ISLAND – NITA MOSES, PARK MANAGER

Customer Service

- Camp hosts have been a great help in the campground, and seasonal employees and volunteers have been vital in both the history center and the kiosk.
- Maintenance and irrigation remain the most difficult tasks to stay on top of with only one full-time and one part-time seasonal maintenance employee.
- Manager switched hours and days of staff members at the kiosk and maintenance to provide better coverage and make the most of our limited personnel.
- Maintenance staff continues to spend a lot of time taking care of multiple cabins with same day check-out and check-in. We have also had to close some of our eight cabins in order to clean and sanitize with our limited staff.

Park/Program Usage

- The visitor center served 2,119 visitors for the month of July, 1,908 in August, and 1,383 in September. Year to date we have had 11,047 visitors.
• The traffic counter read 4,996 in July, 4,312 in August, and 4,433 in September.
• R&J Tours, Inc. from Minnesota toured the Oregon Trail History and Education Center.
• Every weekend continues to be completely booked in the campground. Staff fields numerous
  calls from many surprised individuals who do not have a reservation and can’t get one because
  everything is booked through the peak season which ends October 31.
• A disc golf tournament with 57 people was held in the park in September.

Program Services
• We held a program about the different kind of bats we have in Idaho and the various
  characteristics of all bats.
• Three outdoor star gazing programs were held with Dr. Chuck Schroll. Chuck owns his own
  plane, and this is the second time this year he has flown into the airport next door and put on
  naked-eye astronomy programs.

<table>
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<tr>
<th>Program Type</th>
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<tr>
<td>Special Events</td>
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</table>

Preservation of Natural, Cultural, and/or Historical Resources
• There were over 21 straight days of 100+ degree weather in July causing very dry conditions
  throughout the park. That coupled with the many campers made it quite challenging to irrigate the
  campground.
• IDFG and the YNot Winery next door conducted a depredation hunt to mitigate the crop (wine
  grapes) damage from mule deer. A fawn was left without its mother, but another doe with twins
  adopted it.
• We continue to prune trees and spray for broadleaf weeds throughout the park.
• A large Russian olive tree near the Manager’s residence had to be removed as it had become a
  hazard. After removal, we found that a broken water line under the tree was eroding away the soil
  around the root ball.

Staff Training
• Blood Borne Pathogen training for new seasonal employees was held.
• Manager attended the Zoom meeting regarding COVID-19.

Strategic Plan Actions
• Manager has been reordering products for the gift shop. Sales have been excellent, and the
  shelves are starting to look bare.
• Although we had planned to keep the entrance kiosk and visitor center open longer hours and
  more days this year, staffing turnovers has made this difficult.

Manager’s Narrative
• The park has been allocated funding to replace two UTV’s that no longer work and are not worth
  fixing. The contract has been awarded, but ETA on the two mules is estimated to be next spring
  due to Covid.
• We continue to have many compliance issues with dogs off leash, parking vehicles and
  equipment on the grass, and the use hammocks which damage the park trees.
• A new compliance issue over the summer was visitors building extremely large fires in the fire
  rings during very dry and hot conditions. The camp hosts were trying to enforce the park rules at
  night but have received limited compliance from the campers. The possibility of having night
  shifts next year was discussed.
• The smoke from fires in Oregon and California prompted the DEQ to order burn bans in August and September due to terrible air quality.
• We had an infestation of boxelder bugs in the Cottonwood cabin. It was treated twice, but they just kept returning. Staff moved incoming reservations to another cabin and put foggers both underneath the cabin and inside the cabin. Staff are awaiting the results.
• Meetings with Idaho State Police, HQ, region manager and park manager were held to discuss the possibility of putting a manufactured home in the park for an ISP trooper to live and serve this region.

**SOUTH REGION MAINTENANCE CREW – CHRISTOPHER RE, FOREMAN**

**Eagle Island**
• Graded the road to the equestrian area.

**Lake Cascade State Park**
• Delivered eight, used dock sections from Ponderosa to Lake Cascade that are being used to extend and repair the handling docks at Blue Heron and Buttercup. We also helped the park install the docks.

**South region transportation**
• Picked up the trailer from Bruneau Dunes to haul a UTV from Carl’s Cycle to Ponderosa. Brought 2nd UTV from Ponderosa to Carl’s cycle to be repaired.
• Loaded docks from Ponderosa and delivered to Bruneau.
• Picked up parking barriers and delivered them to Ponderosa.
QUARTERLY REPORTS
JULY – AUGUST – SEPTEMBER 2021

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
- Participated in the Heyburn Rocky Point Lodge Design Kickoff Meeting; Executive Staff Meetings via phone; discussion with Heyburn recreation residence lessee Troy Lozano, his attorney, and Steve Stack the Deputy Attorney General, to discuss Mr. Lozano’s lease violations and resolutions; park retails sales processes and results discussion
- Reviewed potential ARPA projects with Development Staff; TOC encroachments onsite; Nesbitt property; Winchester operations with staff; Hells Gate operations with staff; Dworshak operations with staff
- Gave an IDPR/North Region presentation to the Leadership CdA Class participants
- Assisted with Round Lake Park Ranger interviews; Dworshak State Park Manager interviews; Hells Gate and Heyburn Ranger interviews
- Coordinated and discussed final Dworshak USACOE Lease terms
- Reviewed Park operations with staff at Old Mission, Trail of the CdAs, Dworshak
- Coordinated CdA Regional Chamber Natural Resource Committee Meeting
- Met with CdA Tribe, Harrison Dock Builders and Heyburn staff to discuss Chatcolet Marina redesign; Shoshone County, PHD, Tribe, park staff and others to review Cataldo Boat Launch renovations; with One-Shot Charlies owner to discuss trees located within TOC ROW of impacting the view and potential mitigation options
- Participated in Board Zoom Meeting
- Assisted with various TOC encroachment issues and OM/TOC park operations
- Participated in Permanent Building Fund Tour of Farragut’s Brig and discussion of creating a centralized entrance, visitor center; OLD Mission Tour by Senator Risch’s staff that was visiting North Idaho
- Met with and reviewed various TOC encroachment applicants to discuss their projects and requirements; assisted staff in following up on several lease issues from non-payment to trespass
- Coordinated a Heyburn Lease violation resulting in the issuance of a Notice of Lease Termination
NR MAINTENANCE CREW

- **Farragut**: Welded tabs on gate arms and gate posts and installed at Viewpoint
- **Heyburn**: Tore down Chatcolet restroom and removed foundation in prep for new installation; Relocated bulldozer to burn pile
- **North Region Office**: Various vehicle, equipment, and facility repairs; Made retirement plaque for Steve Strack the Deputy Attorney General; Assisted with preparations for Board Meeting; Created forty Idaho service plaques
- **Old Mission/TOC**: Helped remove fallen cotton wood tree across Trail of the Coeur d’Alenes; Picked up parts at Ragan Equipment and delivered to OM; Talked with Ranger about repairing water spigot at boat launch later in Fall; Installed cabinets in VC conference room
- **Priest Lake**: Looked at White Pine shower house and Schaeffer cabin with Sr. Engineer Technician and contractor; Reviewed Lion Head campground entrance and exit for possible gate install with Sr. Engineer Technician and Park Manager; Delivered brochures to park for Boat Education Safety Coordinator; Delivered Jr. Ranger items to park
- **Round Lake**: Used backhoe to dig up electrical junction box by Brownie
- **Winchester**: Shipped traffic counters to park; Spoke with Park Manager regarding woodstove problems and need for replacement pellet stove
- **OHV/Boating**: Moved Trail-cat and mini-excavator out to employee lot before new gate install at Region Office complex

NR OFFICE STAFF

- Training of new hire for front office and replacement for Office Specialist II
- Busy with walk in registrations and phone lines
- Assisted with arrangements for Park Board Tour
- Administrative Assistant II position vacant
- Staff filling in as needed to cover duties
- Preparing for Fall Region Meeting

PRIEST LAKE STATE PARK – LONNIE JOHNSON, PARK MANAGER

**Customer Service**

- Keeping visitors happy while imposing stage two fire restrictions came with its challenges. Most people understood and complied, others needed a little more education.
- Worked with development bureau on the paving project of Lionhead Campground Road and the restroom refurbishment at White Pine
- Work began on paving, refurbishment of restroom and Schaefer cabin in September

**Park/Program Usage**

- Usage for July remained busy for camping, cabins, day use and group camp
- The Park was busy in August, but not as busy as last year at this same time. High heat, smoke and not being able to have campfires may have contributed to this

**Program Services**

- Re-Creation Unlimited had very good turnout throughout the quarter
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<thead>
<tr>
<th>Program Type</th>
<th>No. of Programs</th>
<th>No. of Attendees</th>
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<tr>
<td>Special Events</td>
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Preservation of Natural, Cultural, and/or Historical Resources
- Nothing to report

Staff Training
- No formal training this quarter

Park Manager’s Narrative
- The story of July was hot, dry, record high temperatures, record lack of moisture and stage two fire restrictions
- August started out with extreme high temperatures and very dry. Middle of month heavy smoke rolled in; toward end of month, we received some rain and wind that blew out the smoke
- Campers were happy and wood sales soared on August 27, as the stage 2 fire restrictions were lifted
- September brought an end to all our seasonals and volunteers

ROUND LAKE STATE PARK – MARY MCGRAW, PARK MANAGER

Customer Service
- Visitor Center hours were at peak season (11:00 am to 9:00 pm) for most of this quarter, hours were reduced for the off season in September

Park/Program Usage
- Campsites were full in July. The extreme hot weather (100’s +) and low air quality due to fires resulted in campers checking out early and many cancellations, for the most part these early check out and cancellations were filled with walk in campers
- Visitors have been using the trails and day use areas to fish, hike and walk dogs
- Both shelters were reserved every weekend in July, with four weddings, family reunions and friends just getting together
- The Amphitheater was reserved four of the five Saturdays for wedding ceremonies
- The first week of August camping was busy on weekends and during the week. The rest of the month we were full on weekends and were maybe half full during the week
- The first week of September camping was busy with campers, after the holiday (Labor Day weekend) camping slowed down with less than half-full weekends and 3 or 4 campers during the week. Day use area was busy

Program Services
- In July we presented Jr. Ranger programs every Saturday and 3 evening programs
- Two staff members participated in the online Interpretative training
- SOLE was in the park for a weeklong Jr. Naturalist program
- In September we presented one Jr. Ranger program during the holiday weekend
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<th>Program Type</th>
<th>No. of Programs</th>
<th>No. of Attendees</th>
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<td>Special Events</td>
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**Preservation of Natural, Cultural, and/or Historical Resources**
- A volunteer worked to open the trails and provide better views of the lake and surrounding area by limbing and cutting leaning trees

**Staff Training**
- No training this quarter

**Strategic Plan Actions**
- Funding from an RV Grant has been awarded for the installation of defined living pads in each campsite in conjunction with vegetation management plan to protect the resources and enhance visitor camping experiences

**Park Manager’s Narrative**
- Fire ban went into effect July 12. Propane fire pits were also banned
- We have resumed all rentals and loaner programs this year. Customers are happy to have them back
- We were unable to sell ice during the month of July, there was an ice shortage during the hottest days of the summer
- We had the PAC bicycle Tour (traveling cross country – Washington to New Hampshire) in the park for a lunch break on their tour
- Manager has signed up for new internet service, we are on the waiting list, expecting to receive equipment and service in 2022
- We have been taking many calls regarding the nonresident fee increases, people making reservations think the system is over charging and call us for an explanation
- The power to the Amphitheater has failed and will need to be replaced in the future. We are working to determine where the issue is and fix it temporarily
- Worked with Master Naturalist to plan for the summer’s activities involving the Master Naturalist programs
- Manager has worked with a local high school to have a community service project completed at the park
- Director and Development Bureau Chief and Alex Adams from the Governor’s office toured the park and the Nesbitt property
- We have worked with the Information manager to get our backpacks restocked, as well as get some new resale items
- We have had some issues with sewer lift station 1 and 2, we are working to get the relay switch and capacitors replaced so the pumps will operate correctly
- We are starting to plan to participate in the City Nature Challenge for 2022, we are working with the local master naturalist group
• Manager presented a program to Gonzaga Public Land Management class
• Park staff responded to a small fire in the park. The fire was quickly put out and determined by investigators to have been unintentionally, human caused
• Staff has spoken with at least 75 potential campers that left the park due to the non-resident fee increase

FARRAGUT STATE PARK – LIZ PALFINI, PARK MANAGER

Customer Service
• We were seeing some cancellations due to air quality in July, but others walked into those cancelled sites
• Weekends continue to be full and areas like the boat launch and Beaver Bay swim beach is crowded most Saturdays and experiencing capacity issues
• Complaints from nonresidents have increased as expected. Surprisingly many of the complaints haven’t been just about the increase but about how the reservation system is applying the increase – folks believe they have started the reservation process at the lower price point and then it doubles at the end, so they think there is a problem with the computer. I’d say we have fielded over 50 calls just regarding the “bait and switch” they think is happening. We are getting lots of questions about what makes someone an Idaho resident. We have been going with Driver’s license for residency and the ability to register to vote
• In August, the nine-month reservation window for next year is opening and folks are experiencing the increase for the first time. Many of the complaints are still not about the increase but about how the reservation system is applying the increase
• Physically manning a gate is the only reliable way to ensure that day users pay their entry fees
• Farragut State Park occupancy was on average 60-75% for September waning after the Labor Day weekend. Weekends continue to be full and areas like the boat launch and Beaver Bay swim beach crowded most Saturdays but closures due to capacity weren’t necessary
• Reservations have ended so we are firmly into the First come First serve season. All campgrounds except Waldron are closed and winterization has begun
• Without manned gates we are seeing a remarkable increase in surcharge tickets for nonpayment. Majority of folks getting surcharges are local Idaho residents

Park/Program Usage
• July totals: 5 weddings; 9 family reunions; 2 company picnics; 2 church groups; 10 churches; 14 family/friend campouts; 1 boy scout troop; 1 XC team; 1 bike group; 1 disc golf tourney; 1 search and rescue
• August totals: 12 weddings; 1 rehearsal dinner; 15 family reunion; 1 birthday party; 7 company picnics; 4 church group; 8 church campouts; 20 family/friend campout; 1 girl scout troop; 2 equestrian events, 3 XC team; military helo training

<table>
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Program Services
- We hosted ten family story time events in partnership with the Athol Library with 128 participants in July and 46 participants in August
- July totals: 74 backpacks checked out. Jr Ranger story time – 103 participants
- August totals: 83 backpacks checked out. Guidebooks 487 and badges 551, patches 26 and 4 certificates
- We hosted 3 family story time events in partnership with the Athol Library Sept 10 – 40 people; Sept 17 – 30 people; Sept 20 – 25 people; Sept 24 – 23 people

Staff Training
- All Field Staff attended weekly safety meetings this quarter

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. Future resource plans are now focused on addressing the salvage and work in areas that have been impacted by the beetle outbreak. The future parking area next to the Brig Museum has been cleared

Strategic Plan Actions
- During this quarter all areas were open and occupied. Field staff concentrated on routine maintenance and customer service complaints fixing various items throughout the park due to wear and tear and increased usage
- We experienced increased operational pressure due to increased camping numbers and the trend for customers to shorten their stay. We have had to increase the number of trash dumpsters within the campgrounds to a total of 11 with 2 pickups per week. This has increased our fixed costs to just around $36,000 for the 12-week busy reservation timeframe and an overall annual budget of $49,000 (increased from $21,300 last FY). Unprecedented heat hit us this summer and we saw the effects within the campgrounds. We had major electrical issues due to the increase in electrical demand from customers. We had to call the electricians out 4 times to assess sporadic faults in July. The electric bill for June and July totaled over $22,000 which is an overall increase of $9,000 (current FY22 projection is budgeting $65,800 up from last year’s $57,800). Our septic system had to be pumped throughout the summer which in and of itself is not new. The frequency of these pumping events however has increased as visitation as well as turn-over increases. Currently we are averaging 90 site turnovers each day out of 283 campsites and cabins. This is an added strain on the entire operation. If these trends continue our projections for FY22 fixed costs increase by 40–60%
- We have identified a need for at least 7 new camp host opportunities to help manage the new capacity issues we are facing. This means building 7 new host campsites in our residence
area. These volunteers will help staff the multiple entrance booths, coverage for campsite volunteers and an increase in interpretation presence

- Work is in progress renovating the Museum's archive room and archive office. Ultimately these improvements will allow park staff to better protect the museum's collection as well as provide access to researchers who want to view what we have. Work on the Junior Ranger Station has also added colorful murals to the walls and enhanced the visitor's space
- July celebrated our 60 camp volunteers who contributed over 6,000 hours of service working in areas throughout the park including the front-line fee booths. They weathered the fee changes right along with our front-line VC staff
- 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 benefit 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. Staff have started minor projects associated with the central entrance plan to reduce project costs and begin the process of establishing trails and amenities based upon that visitor center placement

Park Manager's Narrative

- July was as busy as we anticipated. Even with the fee changes implemented staff and volunteers rose to the occasion and handled it wonderfully. We piloted our field check-in with Aspira using an iPad with a cellular package and it worked great. We were able to cut the lines down and assist the VC staff from the parking lot
- Communication with visitors concerning the excessive heat was positive and well received. We started to experience electrical issues as anticipated due to the increased pull from RV customers. We have also been communicating with customer regarding fire safety and keeping fires reasonable and that has also been well received
- Retail sales are being impacted by supply shortages. We haven't been able to restock since the beginning of the summer due to the lack of product availability. I estimate we are losing an estimated $20,000 each month in retail sales. An increase in spending authority would allow us some added flexibility to buy even during the winter months and stockpile retail goods for sale during the busy season while allowing us that flexibility to restock as needed during the summer too
- September was as busy as we anticipated. We are experiencing a more frustrated customer as we move out of summer and into the shoulder season. The non-resident fees are hitting hard – non-resident folks are shortening their stay at Farragut or deciding not to stay
- We are in the process of formalizing a park wide emergency plan. We are combining all hazardous materials information as well as utility locations for interagency communication during emergencies
- Per Director’s request our front-line staff have begun a tally of non-residents who attempt to walk-in to a campsite but change their mind when they realize the cost to camp at Farragut. For the month of August, we tallied 27 walk outs; September, we tallied 16 walk outs

Coeur d'Alene Lake Parkway – Liz Palfini, Park Manager

Customer Service

- Parkway funds received, $3,739.58 in July, $1,762 in August and $1,564 in September

Park/Program Usage
<table>
<thead>
<tr>
<th>Program Type</th>
<th>No. of Programs</th>
<th>No. of Attendees</th>
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<tr>
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<td>Special Events</td>
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**Preservation of Natural, Cultural, and/or Historical Resources**

- July saw steady day use visitation with local runners, walkers and families getting outside on nice days. Trail counters were reinstalled and were working well all month. Higgens Point trail counter recorded 5,689 and Silver Beach recorded 7,938
- September saw steady day use visitation with local runners, walkers and families getting outside on nice days

**Strategic Plan Actions**

- In July, Parkway Ranger worked on landscape maintenance projects as well as other wear and tear issues due to increased summer usage
- We are looking at future educational partnerships to help enhance the visitor experience at Parkway. We partnered with the CDA library to implement a story walk at Higgens point installed on April 14 and look forward to changing it out to a new story this summer
- Dock repair work continued and other routine maintenance projects throughout the parkway. Irrigation repair and other summer maintenance occurred as well as steady requests for special events and pavilion rentals
- In September the Parkway was readied for fall. Ranger worked on dock maintenance projects as well as other wear and tear issues due to increased summer usage. Ranger secured 24 donated trees from a local nursery that will be planted at the parkway in October

**Park Manager’s Narrative**

- None

**COEUR D'ALENES OLD MISSION STATE PARK – WILLIAM NISKA, PARK RANGER**

**Customer Service**

- Mission and Visitor Center open.
- Full seasonal staff hired
- Seasonals laid off, shortage of staff for last few weeks of August
- September seasonal staff at a minimum operating level. It is difficult to make any progress with minimal staff

**Park/Program Usage**

- Use was slightly down this quarter. 5,797 traffic count
- Staff giving presentations for tours. July traffic count 5,797, August 4,144, and September 3,871

**Program Services**

- None reported this quarter
<table>
<thead>
<tr>
<th>Program Type</th>
<th>No. of Programs</th>
<th>No. of Attendees</th>
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<td>Experiential Programming</td>
<td>1 – Cub Scouts</td>
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<td>878 – DVD</td>
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<td>3 – Badges</td>
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<td>3 – Patches</td>
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<td>4 – Wedding</td>
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<td>2 – Mass</td>
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Preservation of Natural, Cultural, and/or Historical Resources
- Park Ranger met with Tribe to discuss need for Mission. Looking at repairing windows, pieces of siding, and interior walls of Mission

Staff Training
- None reported this quarter

Strategic Plan Actions
- Strategic Plan Objective: 5 – Be good stewards of the natural resources artifacts and assets entrusted to IDPR
- Action Item 6: Create reproductions of a Scotch Cap, Bandolier Bag, and Medicine Bag for display within the Sacred Encounters Exhibit to replace returned loaned artifacts
- Comments: Items and supplies gathered to complete Scotch cap. Searching for pattern. Waiting for remaining items for Bandolier Bag from supplier. Small medicine bag kit received
- Strategic Plan Objective: 1 - Provide different and unique outdoor experiences. 2 – Provide improved park visitor and recreation customer experiences. 5 – Be good stewards of the natural resources artifacts and assets entrusted to IDPR
- Action Item 7: Create and develop a Traditional Food/Bird/Butterfly Garden in the north Visitor Center planting bed
- Comments: Plants have been planted and irrigation system currently turned on and monitored daily

Park Manager’s Narrative
- Current challenges include parking and lack thereof, lack of staff, site security, and lack of staff housing
- Fielded numerous phone calls and emails regarding scheduling of weddings, school visits, and special events
- Hobo Data Loggers not consistently working, needing to be constantly reset to record needed information
- Connectivity and computer issues hindered staff in completing their work duties
- Mission Flats fire
- Extremely dry conditions, irrigation system down
- Historic Skills fair cancelled

• Potable water line remains broken at Cataldo Boat Ramp. No water available outside VC or Mission area. Ranger and Region Manger attended preconstruction meeting at boat ramp
• North Region Maintenance Crew added shutoff valve to boat ramp water line
• Water irrigation water and potable turned on
• Manager away from park
• Potable water line remains broken at Cataldo Boat Ramp
• Park Board toured Old Mission
• Senator Risch foreign relations committee visited park

**TRAIL OF THE COEUR D'ALENES – WILLIAM NISKA, PARK RANGER**  
**Customer Service**
• Staff focused on maintenance, downed tree removal, and clearing the trail
• August seasonal on fire crew. Ranger and OMSP seasonal staff covering basic daily tasks
• Limited staff

**Park/Program Usage**
Trail traffic counters at the following sites for the quarter
• Wallace – 20,004
• Harrison – 14,410
• Enaville – 13,453
• Kellogg – 11,269
• Concessions on Trail: Adventure Cycling, Bicycle Adventures, Discovery Tours, Oregon River, ROW, and Wilderness Voyagers

**Program Services**
• None reported for this quarter

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<td>Special Events</td>
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**Preservation of Natural, Cultural, and/or Historical Resources**
• None reported this quarter

**Staff Training**
• None reported this quarter

**Strategic Plan Actions**
• Strategic Plan Objective: 1 – Provide different and unique outdoor experiences. 2 – Provide improved experiences for park visitors and recreation customers
• Action Item 3: Conduct a shaded fuel break prescription to include thinning, pruning and removal of brush 5 feet out from both sides of the Trail ROW for approximately 21 miles. Worked with Natural Resource Program Manager
• Comments: Contractor completed
• Strategic Plan Objective: 2 – Provide improved experiences for park visitors and recreation customers. 5 – Be good stewards of the natural resources, artifacts and assets entrusted to IDPR
• Action Item 4: Work with local birders, Audubon group and interested people to update the bird checklist for the Trail
• Comments: Working with contacts to find interested volunteers
• Strategic Plan Objective: 1 – Provide different and unique outdoor experiences. 2 – Provide improved experiences for park visitors and recreation customers. 5 – Be good stewards of the natural resources, artifacts and assets entrusted to IDPR
• Action Item 5: Assess all Interpretive Exhibits within the park
• Comments: Developing forms for record
• Strategic Plan Objective: 6 – Be good stewards of the funds entrusted to IDPR
• Action Item 7: Work with HQ staff to determine feasibility of corporate sponsorship for an advertising billboard. Work with HQ staff, and local chambers to determine and develop marketing strategy through social media
• Comments: Updates/corrections to trail map for social media sites completed. Funding secured for trail marketing through local chambers and tourism

Park Manager’s Narrative
• Continue to work through encroachment issues at Smelterville, Kellogg, Wallace, Enaville, Harrison and Medimont
• Worked with Central Shoshone Water District regarding their leases within the TOC ROW
• Current issues/challenges include unknown park boundaries and property lines, lack of staff to complete maintenance duties, lack of park housing, and unauthorized motorized vehicle use on the trail due to lack of sufficient access controls
• Trail inspection completed during the month separate from Arcadis
• Working with local group in 5k run – Wallace to Kellogg
• Manager spent considerable time discussing trail access and crossings with potential new landowners. Property in the Silver Valley is at a premium
• Ranger attended preconstruction meeting for Shoshone County Water line project for Elizabeth Park TH
• Park Ranger and Region Manager met with Kootenai Electric at Black Rock to discuss proposed electric line

HEYBURN STATE PARK – NATHAN BLACKBURN, PARK MANAGER

Customer Service
• July customer service needs consisted primarily of assisting campers, selling registration products, and retail sales. The visitor center was busy, and staffing challenges due to inability to recruit seasonal help added extra challenges
• August customer service needs shifted in the second week of August dramatically from high visitation needs to managing a park fire and the public information and safety concerns associated with it
• September saw the loss of many park staff with the marina closing after Memorial Day

Park/Program Usage
• Campsite reservations saw a slight drop (5%) from 2020 levels, this was the next highest in park history. Day use visitation conversely was even higher than in 2020, with an increase in traffic counter numbers of 11% and MVEF Daily revenue up 13%
• With a fire ban in place and a fire closing all the north side trails, park use dropped to near record lows for August. Traffic counters saw a 32% drop from 2020, and reservations saw a reduction of 22%. Revenue was the lowest since prior to 2017
• Park use returned to near normal levels after the sharp reduction in August. Traffic counter numbers were down 5.6% from 2020, and camping reservations were down 3% (but still higher than all other previous years). Park revenue followed this pattern; down slightly from 2020 but still higher than typical

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**Preservation of Natural, Cultural, and/or Historical Resources**

• The initial design meeting for the Rocky Point Lodge rehabilitation project was held in July, with a goal for the facility to be reopened to the public for the 2022 peak use season
• There is a direct sale of blow down occurring within Heyburn to minimize any beetle spread caused by the downed logs

**Staff Training**

• Ranger attended weed management training. (8hrs)
• Ranger took an online interpretation training. (6hrs)

**Park Manager’s Narrative**

• July was a challenging month for staff. Ranger began working part time at Winchester State Park, an assistant manager was yet to be hired, and Office Specialist was out on leave most of the month. This led to staffing very thin with only basic operations able to occur
• The initial design meeting for Rocky Point Lodge rehabilitation occurred as well as Assistant Manager interviews. Manager attended the annual cabin lessee association meeting
• Regardless of minimal staffing, Customer satisfaction seemed high, and the seasonal crew arose to meet the challenges of additional pressure of high visitation
• August saw the beginning of the new Assistant Manager tenure at Heyburn State Park. There were park tours with members of the Governor’s office and state senators. The most significant event of August was the Toetly Three fire, which resulted in evacuation of Chatcolet Campground, notice of potential evacuation of Hawley’s Landing Campground, the closure of the Trail of the Coeur d’Alene’s, and the closure of all north side trails. The fire burned less than 40 acres within the park, but due to topography and predominant winds had the potential for a truly catastrophic event, requiring an abundance of caution. This resulted in significantly reduced visitation in August, with traffic counter numbers the lowest since 2008
• During September, park use returned to more normal levels after the sharp reduction in August. The Trail of the Coeur d’Alene’s reopened as did most of the north side trails except for the equestrian area which remained closed for safety. Development projects started kicking into high gear with the Chatcolet flush restroom demolished for replacement and pre-bid meetings for the Lakeview foundation and roof.
Interviews were held to replace a ranger position. Park use was slightly reduced from 2020, but higher than most other recent years

**MCCROSKEY STATE PARK – RON HISE, PARK MANAGER**

**Customer Service**
- Selling firewood permits at the Heyburn Visitor Center and assisting campers with information and directions was the primary customer service activities in September

**Park/Program Usage**
- Having a burn ban in place reduced the campers to minimum in July and August
- Redtail Campground filled for Memorial Day weekend, and a fair number of fall campers came to enjoy the cooler weather with a total of 70 camping units

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<td>School Programming</td>
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<td>Special Events</td>
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**Preservation of Natural, Cultural, and/or Historical Resources**
- Idaho Department of Lands and Natural Resource Manager are managing a sale in the northern portion of the park. A serious pine beetle infestation has instigated the planning of an emergency resource project to stop their spread

**Staff Training**
- None reported this quarter

**Strategic Plan Actions**
- None reported this quarter

**Park Manager’s Narrative**
- With hot dry weather in July, park use was low. There was a total of 23 campers in the park, almost all from out of state. Work on the Redtail Campground is over for the season, but additional work needs to be done to allow for rigs with trailers to turn around at the campground
- August Park use was minimal and consisted primarily of day users and less than a dozen campers. Resource work continued to be laid out to prepare for the beetle kill salvage
- Redtail campground filled for the first time in September. If use continues to be high for 2022, staffing may need to be readdressed to ensure protection of the resource from off-road use. Park staff winterized the water system and are still working with development for a completion of needed improvements to the campground

**HELLS GATE STATE PARK – CHARLIE CHASE, PARK MANAGER**

**Customer Service**
• The Lewis and Clark Discovery Center was open from 9:00 – 5:00 seven days a week. The
marina store, operated by Snake River Adventures, was open seven days a week from 9:00 –
5:00. We have hired one of their employees to pump gasoline Friday – Monday. This allows
our crew to stay on task during the weekends. Jack O’Connor Center lost a couple of
volunteers and is now closed on Mondays and Tuesdays but open the rest of the week
Wednesday – Friday, 10:00-4:00 and Saturday-Sunday, 1:00-4:00

Park/Program Usage
• Most of this quarter’s usage figures decreased over previous months
• The shelters were occupied less due to do with the huge amount of smoke in the air and the
heat

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Preservation of Natural, Cultural, and/or Historical Resources
• Natural Resource Program Manager came down and dropped a hazard tree next to the Birch
Loop restroom

Staff Training
• None reported this quarter

Strategic Plan Actions
• None reported this quarter

Park Manager’s Narrative
• July has been HOT and dry, with smoke hanging in the valleys for weeks. Idaho Department
of Environmental Quality issued an air quality alert for the five-county central Idaho area
banning outside burning since very early July. This meant no campfires of wood or charcoal
and the north Idaho parks also included propane campfire rings. Cooking was allowed on
propane grills only. The air quality was marginal at best through the month
• Later in the month Idaho Department of Lands placed central Idaho in a Stage 2 burning alert
which also banned campfires of wood or charcoal due to the extreme fire danger. This
stopped all campfire wood sales
• Weekends were exceedingly busy in the campground; day use and the marina. Almost all the
easily accessible parking lots were full of customers trying to beat the heat
• Finally, we received rain on August 20, along with cooler temperatures. This was the first
real precipitation since June 15. Just after the rain, DEQ lifted the air quality alert and IDL
lifted the STAGE 2 fire ban, and we could have campfires again. This allowed firewood
sales for the first time since late June. The heat was intense with at least 24 days this summer
at or over 100 degrees. Good irrigation has been necessary to keep the park presentable
• Park Ranger became Park Manager II at Dworshak State Park
The annual Thunder on Snake occurred August 28 and 29. Only six racers competed on a beautiful summer weekend. Even the crowds were smaller this year. But everyone had fun, and all came back safe and sound.

September was an extremely nice, mild month, the average highs were around 80 while it cooled off well at night averaging 53 degrees. With precipitation at the airport totaling .69 inches, we finally exceeded our average rainfall for a month. The weather hasn’t accomplished this since March. We have been irrigating daily to help all our stressed vegetation.

At the end of September, reduced staff at Hells Gate was assisted by our dedicated volunteer staff, the park would look poor and downtrodden without them. They have cleaned campsites, irrigated the campgrounds, and did all the various things that staff couldn’t get to.

WINCHESTER LAKE STATE PARK – STEVE KUSKIE, ASSISTANT PARK MANAGER

Customer Service
- The smoke from area fires slowed visitation a little for about a week. Those sites that were cancelled were quickly picked up by others willing to battle the air quality.
- Early part of the month was as busy as it had been. By mid-month, we started to see breaks in the arrivals and a handful of empty sites. By the week before Labor Day weekend, we had only a handful of camps. The store slowed as inventory has decreased. The rentals were strong on the weekends, here and there during the week.
- With the season coming to an end, we were able to start in on some big projects. We closed our serviced loops early to repave the roadway and pave the extra vehicle parking spots. For the most part, folks were ok with this. As always, not everyone that showed up was aware of the closures, so we dealt with a few disappointed customers.

Park/Program Usage
- The smoke and proximity of the Snake River Complex significantly slowed visitation.
- It was a nice change to have time in between yurt visitors in August.

Program Services
- Interpretive program – We began the evening programming over Memorial weekend. The WERC is doing bi-weekly programs with us supplementing with Saturday evening Outdoor Idaho videos. In July, we have a ‘Family Movie Night’ each Saturday through contributions to obtain permits. They were all well attended this season.
- Jr. Ranger programs – Saturday morning programs.
- School Programming – A Lewiston Fly Fishing class came out for a clinic.
- Special Events – Family movie nights.

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<td>Special Events</td>
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Preservation of Natural, Cultural, and/or Historical Resources
• Our plans to burn with IDL came to fruition in April. We were able to complete a three-acre prescribed burn at Ponderosa Point. The positive effects of this burn have been commented on by public. ILRCC came out for a lunch during one of their meetings to discuss the partnership work accomplished in the park. Nez Perce Tribal Forestry & Fire Management also came out for a lunch to discuss the work
• The Craigmont IDL fire crew came over to the park in early June to continue the thinning effort near the entrance to the park. They continue to pile the slash for later burning
• With visitation slowing some, we have been able to get back to some natural resource management. We are continuing thinning the road edge as well as thinning at the entrance to the park
• IDL made it back out to finish the entrance and started in on other areas of the park. They’ll be back to burn the beehive piles sometime this fall and again in the spring
• More interpretive panels throughout the park could be added to discuss the diverse history of the area that the park encompasses. From the Nez Perce perspective, as well as the mill history. Also, there are unique geologic features whose history could be discussed. The cost of these panels is the biggest hurdle for the park
• We have a new 6-month Ranger that is CIG certified, with this new employee’s interpretive focus, we hope that progress can be made

Staff Training
• None reported this quarter

Strategic Plan Actions
• Providing new interpretation programs
• Increasing revenue – Our overall visitation is on the rise. We currently offer the senior discount which coupled with an annual pass, significantly decreases the amount of money the park sees from those visitors. An observation made this season was folks were staying here for other reasons than the discounted rate. It was a perk, not a deciding factor to stay. A look at this could be a way to increase the revenue of the park without any added resources. As always, we will continue to better our sites to entice more visitors

Park Manager’s Narrative
• Fish cleaning station is the most frequent interruption but we’re getting good at cleaning it out. It’s not down for long. Shower house needed some repairs, difficult to source some parts but we’re getting what we need to stay at par, the additional Ranger sure made a huge difference
• The air quality forced a fair number of cancelations which allowed us to set some barrier rock, replace some tent pad parameters and get some gravel into some low spots. It was a short reprieve as those cancelations were quickly filled again
• We lost our volunteers early this season, it was a big hit. We were able to backfill one of the positions through Labor Day weekend
• Park is already able to offer interpretive programs we otherwise wouldn’t have been able to. We’re also seeing the benefit in having at least two staff members on shift versus solo
• Asphalt project went quickly and turned out great. Special thanks to Development for all the help

DWOARSHAK STATE PARK – NATHAN BLACKBURN, PARK MANAGER
Customer Service
• July customer service needs consisted primarily of assisting campers, selling registration products, and retail gas sales
• August started off with high customer service needs. Due to wildfires customer service needs were reduced. The entry station remained open for daily operations
• In September customer service needs were lower than normal because of cancelations due to the fire and Covid. Registration demand was steady, and there was still a need for fuel. Office hours switched to by appointment only due to a lack of staff. The entry station remained open on weekends only

Park/Program Usage
• Although use was lower than in 2020, the trend of increasing growth continued, despite near record low reservoir levels for this time period, unseasonably high temperatures, and a burn ban for a good portion of July
• Day use reservations were the highest in park history. The biggest change occurred with Small Mouth Moorage reservations. This can be attributed to the facility becoming reservable online and through the call center rather than through the park
• Traffic counter numbers were down from previous years due to the proximity of wildfires in August. There were 251 canceled reservations primarily due to the wildfires
• September traffic counter numbers were down from past years due to the proximity of wildfires, but still higher than average. Campsite stays were down 26% from last year but, are still on an upward trend. There were 56 canceled reservations including one Three Meadows reservation primarily due to the wildfires

Program Services

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Preservation of Natural, Cultural, and/or Historical Resources
• During February, park management developed a comprehensive weed management plan for the park, focusing on esthetics, noxious weed mitigation, recreation access for disc golf controlling multifloral rose, and infrastructure preservation controlling woody plants in the sewage lagoons and along Three Meadows Road
• The Park finished most of the process of establishing a fire break along the park western boundary. Dworshak is waiting for a trail cat, culverts, and road base rock to be able to complete the project

Staff Training
• Park Manager was informally trained in the usage of payment services and Reserve America by Hells Gate Administrative Assistant

Strategic Plan Actions
• Repairing infrastructure issues helps to fulfill Objective 5: To Be Good Stewards of the Resources and Assets Entrusted to IDPR. To this end the grant for replacing the failing secondary water supply lines was granted and the engineering has begun. As of August, two
vault toilets were replaced. Work continues with the park water line replacement. The boat launch parking lot was repaved, and 9 more truck and trailer parking spaces were added.

- Exploration of methods to attract a new user group has resulted in the decision to abandon the 3D archery course, maintain the standard archery range, and add an 18-hole disc golf course. These improvements will help to fulfill Objective 1.1 to provide different and unique outdoor experiences. The first nine holes and tees have been installed and the half course is fully playable. The following 9 holes are now playable but lack tee pads. This project has been managed almost entirely by Maintenance Craftsman; with him taking the lead in design, implementation, and crew management.

- The Park is nearing completion of a fire break along the western boundary of the park fulfilling Performance Measure 3.1.2 to improve fire safety within our parks. A culvert and fill dirt will be needed to finish this project.

- Manager has been developing a long range weed management plan for the park, helping to meet Objective 5 subcategory of quality natural resource management in our parks. This project was completed in January. Park will begin implementation of this management plan in the spring of 2022.

- 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. In spring of 2020, Manager purchased a large display case that was installed on the exit side of the Entry Station. Further expansion with mugs, water bottles, and sweatshirts are recommended but Operation Budget is insufficient to accommodate additional purchases with increasing utility costs. A limited number of mugs were purchased and were a hit with campers.

Park Manager’s Narrative

- July was a challenging month for staff, with Park Manager at his new position in Heyburn State Park and a replacement yet to be hired, a great deal of pressure fell on Ranger and Park Administrative Aide. Both Winchester State Park and Hells Gate State Park assisted in filling in the blanks and sent rangers to cover shifts.

- Given the low water levels, burn ban, higher than normal temperatures, and smoky air; it is clear the pattern of increased use is not abating. With visitation arguably the highest other than 2020, the pattern has held, and we can predict use will continue to climb. Staffing continues to be a major challenge with the park needing a classified administrative assistant and another full-time ranger. Recruitment is challenging without good housing options.

- As Park Manager, I’d like to express my pride in the growth and operations of Dworshak State Park, and its finally having revenue that exceeds its basic operating costs. It truly is a gem of the IDPR system, one that is no longer so hidden. I sincerely hope that it receives the support it deserves in major maintenance, help with staffing challenges, and development for an improved user experience. Dworshak truly deserves it.

- August was challenging due to lack of staff and the Bedrock fire’s proximity to the park visitation dropped rapidly. Camping revenue was -$3,159.85 due to many groups and individual camping reservations being canceled. The Park was never in jeopardy, however access to the park was.

- The Bedrock fire was extinguished in September. This led to a bit of a return to “normal” in the second half of the month. Most of our seasonal employees have returned to school and are no longer working for the park. Because of this permanent staff has remained very busy having to pick up the slack of the day-to-day activities of the seasonals. Rangers organized a day of learning from the Cavendish elementary school. This consisted of nature walks and a
house fire demonstration. A local volunteer firefighter district brought down a fire engine for the kids to see. They also lit a doll house on fire to show how fire travels through a house

- The high cost of fuel has led to a rapid depletion of the parks operational budget. We have already spent more money on fuel this year than most years at year end
- I have continued to utilize the people and resources that are available to learn the duties and details of being the Manager of Dworshak State Park
HUMAN RESOURCE REPORT  
JULY - SEPTEMBER 2021

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. Working to maintain an 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.
- Assist management with interviews for vacant positions and ensure talent is deployed to work units in timely manner.
- Manage the updates to the Department’s Random Drug Test program to ensure compliance.
- Volunteer recruitment and networking continue year-round.
- Monitor IT security training and Respectful Workplace Training per state requirement to ensure compliance.
- Updated SharePoint to add relevant information.
- Continue to work with IDPR staff to provide guidance for COVID-19 questions and issues.
- Work with LUMA Capital Human Management team to ensure IDPR has representation for design and implementation slated for 2022. These meetings include areas such as absence management, benefits, occupational health, safety management, employee relations, talent acquisition, development planning, goal management, and performance management.
- Monitor Worker’s Compensation claims and provide coordination among employees, management, and State Insurance Fund for progress and return to work information. Review of safety committee information and documentation. Review of Incident Reporting System which is provided to regions to attempt to mitigate accidents and ensure safety of all staff and volunteers.
- Work closely with DHR to ensure COVID-19 employer/employee issues are addressed. Continued to be point of contact for problem solving related to COVID issues with employees/seasonal/volunteers. Work with employees experiencing COVID-19 related issues that may require telework, and flexible work schedules.

<table>
<thead>
<tr>
<th>Worker's Compensation Data for 2017-2021 (to date):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Claims Count</td>
</tr>
<tr>
<td>---------------</td>
</tr>
<tr>
<td>2019</td>
</tr>
<tr>
<td>2020</td>
</tr>
<tr>
<td>2021</td>
</tr>
</tbody>
</table>

*Total Losses figures do not include reserves which are costs set aside for ongoing claims.
<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Begin Count</th>
<th>End Count</th>
<th>Avg Emp</th>
<th>Number of Separations</th>
<th>Turnover Rate</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>148</td>
<td>144</td>
<td>146.9</td>
<td>29</td>
<td>*19.9%</td>
<td>14.9%</td>
</tr>
<tr>
<td>2020</td>
<td>144</td>
<td>154</td>
<td>149.0</td>
<td>17</td>
<td>11.7%</td>
<td>15.0%</td>
</tr>
<tr>
<td>2021</td>
<td>146</td>
<td>144</td>
<td>145</td>
<td>23</td>
<td>15.8%</td>
<td>18.9%</td>
</tr>
<tr>
<td>2022</td>
<td>147</td>
<td>143</td>
<td>145</td>
<td>11</td>
<td>7.6%</td>
<td>8.5%</td>
</tr>
</tbody>
</table>

*11 retirements
As we near the end of the second quarter of fiscal year 2022 the development team is managing just under $26 million in development projects. This includes an extra $3 million in State Surplus funds as well as $1.3 million in CARES Act 2.0 projects. Lucas Wingert, Serena Newman and Joel Halffhill have worked tirelessly to fast track the CARES Act 2.0 projects through the design and construction process to complete the projects prior to December 31, 2021. Currently four CARES Act 2.0 projects are in the closeout process and the other two projects are slated to be complete by the end of November. The development team is currently managing 76 active projects statewide per the project phases shown below.

**Development Projects per Project Phase**

Another significant milestone has been achieved with the Thousand Springs Visitor Center achieving Substantial Completion on 10/26/21. National Parks staff have already moved in and final punchlist items are being completed in anticipation of a soft opening of the visitor center in December. At the same time the Billingsley Creek Campground has broken ground and construction is commencing under the close eye of Erik Bush and Joel Halffhill. This work is the culmination of the long master planning process for the park, lengthy water rights negotiations and a challenging process to find sufficient funding for the project. It is great to see the fruits of this effort on the ground in the park.
The following is a brief narrative on active projects, their status and next major milestone as of November 1, 2021.

### NORTH REGION

<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>310102 - Priest Lake Schafer Cabin Elec &amp; Plumbing Repairs</td>
<td>Construction</td>
</tr>
</tbody>
</table>

Amendment signed and construction started. Dock installed. Construction will continue in the spring with hopes to be done by Memorial Day depending on how early site is accessible.

![Priest Lake Schafer Cabin Dock](image-url)
<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>310111 – Priest Lake Repair Shower House</td>
<td>Construction</td>
</tr>
<tr>
<td>Awarded to CoyotePak construction. Demo uncovered water damage.</td>
<td></td>
</tr>
<tr>
<td>310112 – Priest Lake Campground Electrical Upgrades</td>
<td>Design</td>
</tr>
<tr>
<td>Draft drawings complete. Bidding winter/early spring with construction scheduled for fall 2022.</td>
<td></td>
</tr>
<tr>
<td>310113 – Priest Lake Lionhead Campground Paving</td>
<td>Closeout</td>
</tr>
<tr>
<td>Paving and striping completed. Final invoice in payment.</td>
<td></td>
</tr>
<tr>
<td>310124 – Priest Lake Lionhead CG Paving Final Phase</td>
<td>Construction</td>
</tr>
<tr>
<td>Cares Act Additional Funds. Construction started 9/27/2021</td>
<td></td>
</tr>
<tr>
<td>To widen boat launch road and parking. Expected completion by 11/1/2021.</td>
<td></td>
</tr>
</tbody>
</table>

Priest Lake Lionhead Paving Cares Act 2.0

<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>310321 – Round Lake Campground Improvements</td>
<td>Scope Development</td>
</tr>
<tr>
<td>New FY22 Project. In scope development.</td>
<td></td>
</tr>
<tr>
<td>310411 – Trail of CDA Restripe Trail &amp; Parking</td>
<td>Scope Development</td>
</tr>
<tr>
<td>In scope development, pending on new park management.</td>
<td></td>
</tr>
<tr>
<td>310412 – Trail of CDA Land Acquisition &amp; Const Maint. Shop</td>
<td>Scope Development</td>
</tr>
<tr>
<td>City of Kellogg staff presented the draft economic study findings to their Council in late September. The study is being finalized but had a scenario where an RV Campground is recommended. Staff is meeting with the City Planners in early November to discuss possible next steps. Alternate location Still an option.</td>
<td></td>
</tr>
<tr>
<td>310611 – Old Mission Church Porch Repair, Path Repair &amp; Lift Replacement</td>
<td>Design</td>
</tr>
<tr>
<td>Design-Build contract has been executed and team is finalizing design, schedule, and construction costs. Pricing received and beyond project budget. Will proceed at this time with order and install of lift. Lift to arrive in January and be installed in the spring. Depending on funding all remaining items will be completed together when funding available.</td>
<td></td>
</tr>
<tr>
<td>Project Number and Name</td>
<td>Current Status</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>310813 – Heyburn Replace Benewah Restroom</td>
<td>Construction</td>
</tr>
<tr>
<td>Due to existing grades, additional fill is needed to provide ADA access and create a safe environment around the vault. CO #2 sent 10/29/2021.</td>
<td></td>
</tr>
</tbody>
</table>

![Image of Benewah Restroom]

| 310814 – Heyburn Replace Chatcolet Restroom | Bidding   |
| Bidding took place 10/21/2021. Install spring 2022. |

| 310815 – Heyburn Replace Lake View Cottage Foundation | Design |
| Project bid 9/15/21 with no bids. Currently discussing project with various contractors and engineer to determine if any contractor would be willing to build the project and if not, what design changes would encourage bidding of the project. Reroof has been completed. |

![Image of Lake View Cottage Foundation]

Heyburn Lakeview Cottage New Roof
<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>310816 – Heyburn Lodge Remodel (State Surplus)</td>
<td>Design</td>
</tr>
<tr>
<td>Design-Build team under contract and design at 60%. Trade teams and Fire Marshal inspecting site to help determine best design option. No fire sprinklers required at this point. Construction to start in winter.</td>
<td></td>
</tr>
</tbody>
</table>

Heyburn Rocky Point Lodge Existing Conditions

<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>310824 – Heyburn Rocky Point. Fuel Dispenser Replacement</td>
<td>Scope Development</td>
</tr>
<tr>
<td>New FY22 Project. Developing Scope.</td>
<td></td>
</tr>
<tr>
<td>Project Number and Name</td>
<td>Current Status</td>
</tr>
<tr>
<td>-------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>310872 – Heyburn Chatcolet Campground Renovations</td>
<td>Close Out</td>
</tr>
</tbody>
</table>

There are some minor items to complete in the fall after the campground closes.

Heyburn Chatcolet Campground Renovations
<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>310924 – CDA Parkway Rehabilitate &amp; Vault Toilets</td>
<td>Scope Development</td>
</tr>
<tr>
<td>New FY22 Project. In Scope Development.</td>
<td></td>
</tr>
<tr>
<td>320181- McCroskey Redtail Primitive Campground &amp; Shelters</td>
<td>Design</td>
</tr>
<tr>
<td>Contract with Buddy’s Backhoe Service to widen the turnaround from the New campground and help with test pits at the new day use shelter near Mile 12. Design contract signed for new day use shelter.</td>
<td></td>
</tr>
<tr>
<td>Project Number and Name</td>
<td>Current Status</td>
</tr>
<tr>
<td>-------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>320202 – Dworshak Replace Marina Winch System</td>
<td>Closeout</td>
</tr>
<tr>
<td>Final invoice submitted and in close out process.</td>
<td></td>
</tr>
<tr>
<td>Dworshak Replace Marina Winch System</td>
<td></td>
</tr>
<tr>
<td>320211 – Dworshak Upgrade Water Treatment Plant</td>
<td>Closeout</td>
</tr>
<tr>
<td>Project complete, in closeout.</td>
<td></td>
</tr>
<tr>
<td>320212 – Dworshak Repaint Group Camp Buildings</td>
<td>Construction</td>
</tr>
<tr>
<td>320213 – Dworshak Upgrade Shower House Plumbing</td>
<td>Construction</td>
</tr>
<tr>
<td>Change order due to materials on back order. Completion end of month.</td>
<td></td>
</tr>
<tr>
<td>320214 – Dworshak Roadway Repairs Boat Ramp Parking</td>
<td>Closeout</td>
</tr>
<tr>
<td>Project Number and Name</td>
<td>Current Status</td>
</tr>
<tr>
<td>------------------------------------------------------------------</td>
<td>---------------------------------------</td>
</tr>
<tr>
<td>320215 – DworshakReplace Freeman Creek Water Lines</td>
<td>Design</td>
</tr>
<tr>
<td>Project 75% set reviewed and approved. Engineer working on final design drawings.</td>
<td></td>
</tr>
<tr>
<td>320222 – Dworshak Water Filtration System Upgrade</td>
<td>Scope Development</td>
</tr>
<tr>
<td>FY22 Additional Funds, Negotiating scope of work with Keller Engineering</td>
<td></td>
</tr>
<tr>
<td>320311 – Hells Gate Repair &amp; Resurface Trails</td>
<td>Scope Development</td>
</tr>
<tr>
<td>Received Corps approval. Finishing scope.</td>
<td></td>
</tr>
<tr>
<td>320312 – Hells Gate Remodel Marina Restroom</td>
<td>Bidding</td>
</tr>
<tr>
<td>Bid opening took place 10/25/2021.</td>
<td></td>
</tr>
</tbody>
</table>

320321 – Hells Gate Sewer System & Facility Upgrade
Working on scope/budget for design with Keller Associates.

320392 – Hells Gate Marina Mooring Dock Replacement
<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>320521 – Winchester Pave Upper Campground</td>
<td>Closeout</td>
</tr>
<tr>
<td>Construction to start on 9/8/21. Construction complete. Can closeout once invoice has been received.</td>
<td></td>
</tr>
</tbody>
</table>

Winchester Paving Cares Act 2
## SOUTH REGION

<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>330111 – Ponderosa Re-Engineer Lakeview Cabin Roof Structures</td>
<td>Construction</td>
</tr>
<tr>
<td>Project bids October 19. Construction starting in November.</td>
<td></td>
</tr>
<tr>
<td>330113 – Ponderosa Shed Replacement</td>
<td>Bidding</td>
</tr>
<tr>
<td>New Project from the office of insurance. A storage shed for equipment</td>
<td></td>
</tr>
<tr>
<td>Collapsed in Winter 2021 and development will be running the replacement</td>
<td></td>
</tr>
<tr>
<td>project. This project has been submitted to DBS for plan approval and it is</td>
<td></td>
</tr>
<tr>
<td>currently in the proposal stage.</td>
<td></td>
</tr>
<tr>
<td>330121 Ponderosa Blackberry Loop Water &amp; Elec Upgrades</td>
<td>Design</td>
</tr>
<tr>
<td>LWCF funding approved. Reviewing THPO requirements. Will bid spring 22.</td>
<td></td>
</tr>
<tr>
<td>330182 – Ponderosa CG Electrical and Water Upgrades Phase I</td>
<td>Construction</td>
</tr>
<tr>
<td>Project in final completion.</td>
<td></td>
</tr>
<tr>
<td>330211 – Eagle Island Pump House Replacement</td>
<td>Design</td>
</tr>
<tr>
<td>Project on hold until the funding is available for the RV Campground.</td>
<td></td>
</tr>
<tr>
<td>Replacing well pump.</td>
<td></td>
</tr>
</tbody>
</table>

![Repairs to Eagle Island Domestic Well](image)

330212 – Eagle Island Sewer & Water Design
Design on hold pending LWCF/RV funding. Reviewing additional water rights proposal from TO engineers.
<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>330511 – Bruneau Observatory Parking &amp; Pathway Repair</td>
<td>Scope Development</td>
</tr>
<tr>
<td>Project will be combined with the observatory replacement project.</td>
<td></td>
</tr>
<tr>
<td>330512 – Bruneau Staff Housing Pilot Program</td>
<td>Design</td>
</tr>
<tr>
<td>Design work will start on site work and a pre-manufactured housing solution with additional funding proposed in FY23 to complete the project.</td>
<td></td>
</tr>
<tr>
<td>330513 – Bruneau Dunes Observatory Replacement (State Surplus)</td>
<td>Design</td>
</tr>
<tr>
<td>Design is in the concept phase and the engineers are working with IDPR to establish the needs of the park and addressing infrastructure issues as well.</td>
<td></td>
</tr>
<tr>
<td>330521 – Bruneau Dunes Observatory Repairs</td>
<td>Construction</td>
</tr>
<tr>
<td>This project has been awarded and will start in November 2021. It includes Replacement of casters and carrying plates plus the refurbishment of the drive system that allows the rotation of the observatory.</td>
<td></td>
</tr>
<tr>
<td>330523 - Bruneau Dunes Green Space Visual System</td>
<td>Closeout</td>
</tr>
<tr>
<td>This project will replace all the audio-visual equipment. Project is finished and awaiting invoice.</td>
<td></td>
</tr>
<tr>
<td>330524 - Bruneau Dunes Kiosk and Road Work</td>
<td>Construction</td>
</tr>
<tr>
<td>Design is complete and construction has started. Project completion slated for mid-December 2021.</td>
<td></td>
</tr>
<tr>
<td>Project Number and Name</td>
<td>Current Status</td>
</tr>
<tr>
<td>-------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>330612 – Three Island Trailside CG Electrical Upgrades</td>
<td>Bid</td>
</tr>
<tr>
<td>100% design documents received. Bid late fall 2021.</td>
<td></td>
</tr>
<tr>
<td>330711 – Lake Cascade Replace Blue Heron Rest Room</td>
<td>Construction</td>
</tr>
<tr>
<td>Construction is scheduled to begin in May 2022.</td>
<td></td>
</tr>
<tr>
<td>330764 – Lake Cascade Blue Heron &amp; Van Wyck Docks/Pilings</td>
<td>Design</td>
</tr>
<tr>
<td>Design/build contract to replace Blue Heron Docks.</td>
<td></td>
</tr>
<tr>
<td>330771 – Lake Cascade Pelican Cove Day Use ADA Improvements</td>
<td>Design</td>
</tr>
<tr>
<td>&amp; CXT Merge with Crown Point.</td>
<td></td>
</tr>
<tr>
<td>330781 – Lake Cascade Crown Point Docks</td>
<td>Design</td>
</tr>
<tr>
<td>Design/build contract to replace the existing docks. Land</td>
<td></td>
</tr>
<tr>
<td>Group to continue With design to make docks accessible.</td>
<td></td>
</tr>
</tbody>
</table>
EAST REGION

<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>340303 – Thousand Springs Visitor Center</td>
<td>Construction</td>
</tr>
<tr>
<td>Project nearing completion. Substantial Completion issued</td>
<td></td>
</tr>
<tr>
<td>for October 26 with a soft opening in late November.</td>
<td></td>
</tr>
<tr>
<td>Interpretive design is ongoing with installation</td>
<td></td>
</tr>
<tr>
<td>installation planned for spring. Grand opening scheduled</td>
<td></td>
</tr>
<tr>
<td>for June 2022 after interpretive materials have been</td>
<td></td>
</tr>
<tr>
<td>installed.</td>
<td></td>
</tr>
</tbody>
</table>

![New Thousand Springs Visitor Center](image)

<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>340311 – Thousand Springs Ritter Island Barn Reroof</td>
<td>Construction</td>
</tr>
<tr>
<td>Reroof scheduled for November 2021 when material arrives.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>340322 – Thousand Springs VC Exhibits</td>
<td>Design</td>
</tr>
<tr>
<td>Interpretive exhibits in design. Interpretive exhibits</td>
<td></td>
</tr>
<tr>
<td>to be installed Spring 2022.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>340381 – Thousand Springs Ritter Island Refurbish Pink</td>
<td>Design</td>
</tr>
<tr>
<td>House</td>
<td></td>
</tr>
<tr>
<td>Final drawings received in October with bidding in</td>
<td></td>
</tr>
<tr>
<td>November and construction over the winter.</td>
<td></td>
</tr>
<tr>
<td>Project Number and Name</td>
<td>Current Status</td>
</tr>
<tr>
<td>-------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>340393 – Thousand Springs Billingsley Entrance Road</td>
<td>Construction</td>
</tr>
<tr>
<td>This project has been combined with ongoing project 340303 Thousand Springs Visitor Center.</td>
<td></td>
</tr>
<tr>
<td>340395 – Thousand Springs Billingsley Creek Campground</td>
<td>Construction</td>
</tr>
<tr>
<td>Project has been awarded to CSC Construction. Construction started early October 2021. Reviewing contractor submittals. Substantial Completion is contractually 8/15/22. The boundary fence between IDPR and IDFG has been completed. Clearing and grubbing and mass excavation is currently in-work.</td>
<td></td>
</tr>
<tr>
<td>340511 – Castle Rocks VC Exterior Maintenance</td>
<td>Construction</td>
</tr>
<tr>
<td>Visitor Center brick has been repaired; flagpole is installed. Waiting for quote for installing park plaques on original pole base.</td>
<td></td>
</tr>
</tbody>
</table>

![Billingsley Campground Groundbreaking](image1)

![Castle Rocks VC Brick Repair](image2)

![VC Re-purposing the old Flagpole](image3)
<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>340512 – Castle Rocks New Vault Toilet</td>
<td>Construction</td>
</tr>
<tr>
<td>Utilities have been installed. Awaiting delivery of building, scheduled for</td>
<td></td>
</tr>
<tr>
<td>Spring 2022.</td>
<td></td>
</tr>
<tr>
<td>340513 – Castle Rocks Sheridan Acquisition (State Surplus)</td>
<td>Scope Development</td>
</tr>
<tr>
<td>Property acquisition terms being worked thru with NPS, The Conservation</td>
<td></td>
</tr>
<tr>
<td>Fund and IDPR. The Environmental Assessment has started.</td>
<td></td>
</tr>
<tr>
<td>340514 – Castle Rocks VC HVAC Upgrades</td>
<td>Construction</td>
</tr>
<tr>
<td>DPW Delegated project. HVAC units are on back order. Will not be able to</td>
<td></td>
</tr>
<tr>
<td>complete the upgrades before spring 2022. Will make a temporary fix for</td>
<td></td>
</tr>
<tr>
<td>now.</td>
<td></td>
</tr>
<tr>
<td>340611 – Lake Walcott Boat Ramp RR Repair</td>
<td>Awarded</td>
</tr>
<tr>
<td>Bid has been awarded pending paperwork submittals. Final Completion is set</td>
<td></td>
</tr>
<tr>
<td>prior to Memorial Weekend 2022.</td>
<td></td>
</tr>
<tr>
<td>350311 – Bear Lake CG Loop Upgrades Phase 2</td>
<td>Design</td>
</tr>
<tr>
<td>Farren Engineering contracted as the design consultant. Design to be ready</td>
<td></td>
</tr>
<tr>
<td>in early December 2021.</td>
<td></td>
</tr>
<tr>
<td>350312 – Bear Lake East Beach Paving (State Surplus + CARES Act 2.0)</td>
<td>Construction</td>
</tr>
<tr>
<td>Paving has been completed at East Beach.</td>
<td></td>
</tr>
</tbody>
</table>

![East Beach Paving Complete](image-url)
<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>350321 – Bear Lake East Beach Campground Water Upgrades</td>
<td>Design</td>
</tr>
<tr>
<td>Farren Engineering contracted as the design consultant. Design to be ready in early December 2021.</td>
<td></td>
</tr>
<tr>
<td>350323 – Bear Lake East Beach Paving Final Phase &amp; Kiosk</td>
<td>Construction</td>
</tr>
<tr>
<td>Cares Act Additional Funds. Groundwork for Kiosk has been started with construction to be complete by the end of November 2021.</td>
<td></td>
</tr>
<tr>
<td><img src="image" alt="East Beach Kiosk Formwork" /></td>
<td></td>
</tr>
<tr>
<td>360102 – Harriman Scovel Center Winterization</td>
<td>Design</td>
</tr>
<tr>
<td>Engineering firm has started HVAC design.</td>
<td></td>
</tr>
<tr>
<td>360112 – Harriman Upgrade Dormitory</td>
<td>Closeout</td>
</tr>
<tr>
<td>Project is substantially complete and fully booked for the summer. Contractor is awaiting shipment of larger water heater to replace temporary water heaters. When heater arrives remaining punch list items will be completed at the end of October 2021.</td>
<td></td>
</tr>
<tr>
<td>Project Number and Name</td>
<td>Current Status</td>
</tr>
<tr>
<td>-------------------------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>360121 – Harriman VC Roof Replacement &amp; Water Damage Repair</td>
<td>Construction</td>
</tr>
<tr>
<td>New roof has been installed and Substantial completion turned in. Scheduled with Servpro 10/07/21 to assess water damage inside. Reroof is complete and we are awaiting a cost proposal to create new attic access and replace insulation. All work to be complete by end of year.</td>
<td></td>
</tr>
<tr>
<td>360122 – Harriman Historic Ranch Septic System Inspection</td>
<td>Scope Development</td>
</tr>
<tr>
<td>Parkers Septic is working on mapping and assessment.</td>
<td></td>
</tr>
<tr>
<td>360123 – Harriman Pave Entrance Phase 2</td>
<td>Construction</td>
</tr>
<tr>
<td>Substantial Completion 10/01/21 pending punch list items. Final completion 10/30/21.</td>
<td></td>
</tr>
</tbody>
</table>
Poured sidewalks to buildings at Harriman

Finished parking lot and stripping
<table>
<thead>
<tr>
<th>Project Number and Name</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>360201 – Henrys Lake Old Loop Asphalt Repairs</td>
<td>Construction</td>
</tr>
<tr>
<td>Final Completion extended to 10/16/21 due to material shortages.</td>
<td></td>
</tr>
<tr>
<td>360222 – Henrys Lake Demo Old Restroom Part of 360271</td>
<td>Scope Development</td>
</tr>
<tr>
<td>360271 – Henrys Lake Rest Room Remodel at Boat Launch</td>
<td>Design</td>
</tr>
<tr>
<td>Project in design. EIPH has not approved the septic system as designed. Design Team is</td>
<td></td>
</tr>
<tr>
<td>looking for various options and other comparable projects to come up with a design</td>
<td></td>
</tr>
<tr>
<td>that will be approved. Mid-July meeting scheduled with EIPH and DEQ to discuss options.</td>
<td></td>
</tr>
<tr>
<td>Design option has been approved by EIPH and DEQ. Revised drawings have been submitted</td>
<td></td>
</tr>
<tr>
<td>to EIPH for septic permit. Project will be issued for bid this winter with construction</td>
<td></td>
</tr>
<tr>
<td>in the summer.</td>
<td></td>
</tr>
<tr>
<td>360511 – Land of Yankee Fork Maintain Parking Lot</td>
<td>Closeout</td>
</tr>
<tr>
<td>Completed 07/26/21 pending invoices.</td>
<td></td>
</tr>
<tr>
<td>Project Number and Name</td>
<td>Current Status</td>
</tr>
<tr>
<td>-------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>360512 – Land of Yankee Fork Skylark Mine Trail Repairs</td>
<td>Award</td>
</tr>
<tr>
<td>Project issued to contractor. Late Fall 2021 start of construction has been delayed due to additional earthquake activity which increased scope of work.</td>
<td></td>
</tr>
<tr>
<td>360513 – Land of Yankee Fork General Rehabilitation (State Surplus)</td>
<td>Scope Development</td>
</tr>
<tr>
<td>Project in scope development. Scope development will proceed pending completion of Wells Fargo reroof project.</td>
<td></td>
</tr>
<tr>
<td>DPW 21540 – Land of Yankee Fork VC HVAC Replacement</td>
<td>Closeout</td>
</tr>
<tr>
<td>Project completed 7/14/21. Closeout paperwork received. DPW awaiting final invoice to pay and will then close project.</td>
<td></td>
</tr>
<tr>
<td>360521 – LOYF Wells Fargo Building Masonry &amp; Roof Repairs</td>
<td>Construction</td>
</tr>
<tr>
<td>Additional Funding for Project 360582.</td>
<td></td>
</tr>
<tr>
<td>360582 – Engineer Evaluation Bayhorse Building Stabilization</td>
<td>Construction</td>
</tr>
<tr>
<td>The roofer has removed the existing roof and the mason has rebuilt the top of the walls in preparation for the new roof to be installed. Masonry walls reframed, roofing framed and roof metal installed. Roofing work complete. Will need to stain new wood and make minor masonry repairs in Spring 2022.</td>
<td></td>
</tr>
</tbody>
</table>
IDPR Mission
Improve the quality of life in Idaho through outdoor recreation and resource stewardship.

Management Services Administrator Primary Functions

- Provide management services staff with the necessary tools to succeed in their jobs and provide leadership and direction for registration, reservations, grants, fiscal and development programs.
- Work with Operations Administrator (Troy Elmore) to identify needs of the operations staff and assist in meeting those needs.
- Proactively work to meet Director and Board priorities and concerns.

Administrative Duties

- Accepted full time position on September 16, 2021, and under Director Buxton’s leadership, haven’t stopped running 😊
- Learning the organization on a broader spectrum and evaluated alternative structures with the Director, HR, and Operations Administrator.
- Learning differences between policies, rules, and legislation.
- After the Board approved amending policies 1010.4.2 and 1010.4.3, I started additional policy amendments with staff. Those policy amendments may be forthcoming at future Board Meetings.
- Focusing on supporting our team members and providing them what they need to do their jobs effectively and enjoy what they are doing.

Major Tasks

- In early July, initiated the ARPA program in preparation for the FY2023 legislative session. Park staff and development staff did an excellent job in accelerating their scope and estimating for potential future projects.
- Visited Heyburn State Park on July 28th to help assess sewer issues with Regional Construction Manager and Park Manager.
- Visited with Idaho Department of Lands (IDL) on July 29th at Priest Lake State Park to discuss a future road and bridge project. We have partnered with IDL on road improvements all the way to Lionhead. Happy to report IDL will be installing a new bridge in summer 2022.
- Met with the Mayor of Middleton on August 5th to discuss IDPR’s grant programs.
- On August 9th and 10th, toured Farragut, Old Mission and Heyburn with Governor’s Budget Director and State Legislators. Park Manager Nate Blackburn (Heyburn) did an excellent job demonstrating our challenges we have with the Heyburn sewer system.
• On August 13th, met with City of Kellogg planner to discuss the Trail of the Coeur d’Alene’s shop, and, if the City is open to partnering with IDPR and developing a campground.
• Enjoyed some time with my family at Priest Lake after the August Board meeting.
• In mid-August, worked with Grants and Development staff to prepare a grant application to pave the Ashton Tetonia Trail. The grant is an economic development grant and has been submitted to the Feds.

• September 1, met with Senator Lent, Director Buxton, Ops Administrator Troy Elmore, and other dignitaries to visit property south of Rockland, Idaho.
• September 2, attended the Billingsley Creek Campground pre-construction meeting with Development Staff.

Joel Halfhill (Construction Manager) and Erik Bush (Design Professional) leading the meeting

• September 7, attended a tour at Farragut State Park with the Permanent Building Fund Council (PBFAC). The Council visited Farragut as the Brig Renovation project is the agencies highest priority request for DPW funding in FY2023. Liz Palfini (Park Manager) did an outstanding job showing the Council the condition of the Brig, and the benefits the project will have.

• September 20 to 22, visited the East Region with Garth Taylor and East Region Construction Manager, Serena Newman. Checked in on updates for Harriman Paving and drove the Ashton Tetonia Trail.

• September 23, met with Castle Rocks staff regarding amendment to our Federal Partnership agreement.
**Natural Resource Management Program – Keith Jones**

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

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

**Quarterly Program Report**

- Completed road construction and gate installations for the “Blue sky” timber sale at McCroskey.

- Worked with IDL staff to identify, inventory and cruise a Western Pine Beetle epidemic in McCroskey. We will do everything we can to expedite this salvage sale. This sale is tentatively scheduled to be sold this winter, so harvest can begin late winter/early spring (’22) to help facilitate infested tree removal before beetle emergence in the Summer. Right of way agreements were created and signed with Park neighbors of the sale to maximize harvest and hauling efficiencies and address a complete treatment at one time, as the neighbors will address their infested trees simultaneously.

- Toured the Toetly 3 fire aftermath along the Trail of the Coeur d’Alenes with tribal reps, to assess impacts and potential hazards, and suitability for public use along sections of the trail within Heyburn and Tribal management.

- Park Projects funded by the IDL Western states fire grant and the Landscape Scale Restoration grants have begun. These grants will fund on the ground hazard fuels mitigation for prioritized Parks and wildfire preparedness, planning and visitor education to the tune of $480k. These projects are scheduled to be completed this fiscal year:

  - Working with Ponderosa Park staff, SITPA, Idaho Firewise and IDL Payette office to create a “fire adapted Park” interpretive trail to showcase the lessons and values of restoring and maintaining the natural fire adapted Ponderosa Pine stands that are found in the park.

  - Harriman State Park Forest stand delineation / natural resource management plan.
- Hazard fuel and slash management work on the MeadowMarshII timber sale at Ponderosa State Park. This project will use grant funds to treat slash and fuels created during the cutting portion of the timber sale. Small diameter trees will be hand cut a scattered to be followed by prescribed broadcast burning to treat the fuels in the spring.

- Meeting with IDL foresters to workplan and prioritize the next three years of timber management projects in Heyburn, McCroskey, Farragut, Round Lake, and Priest Lake.

- Responded to assessments and work on hazard trees at Farragut, Priest Lake Heyburn, McCroskey, Harriman and Hells Gate.

- The cutting and development phase of the MeadowMarsh II timber sale at Ponderosa State Park is complete. This sale sold at auction for a total value of $168,875, and includes 93 acres (900MBF), and is prescribed to return a dry mixed conifer stand to its historical range of variance. The goals for the site are to restore historic pre fire suppression era species composition and return periodic low intensity prescribed fire to the system. This project will also, in combination with 3 previous sales, create a “firesmart belt” across the peninsula helping to protect Park and community resources from the potential catastrophic fire that could occur in the current stand conditions. This was a 2-year contract.

  The next steps to be completed this fall/early winter are to pile slash along the shaded fuel break we created and burn those piles along with the large slash piles accumulated at the landings during the sale. This will be followed by machine and handwork to thin the remaining small diameter Grand and Douglas fir, and then prescribe burn in the Spring of 2022 to remove the fuels, expose mineral seed beds and encourage new Ponderosa Pine recruitment.

- The “Northern Sky” timber sale at McCroskey has begun. Right of way and road clearances have all been cut and hauled, rock has been delivered and applied. This project will selectively remove approximately 2.3 million board feet of over stocked shade tolerant tree species on 128 acres and generate roughly $600,000 in revenue. Road brushing and seral tree species planting on the site are included in the contract work and will help improve safety and access to the park, while also creating a more historically representative fire included stand.

- Continue working with the Parks to create their top five natural resource project priorities. This will be in alignment with the development process and will help maximize collaboration, identify, and allocate potential alternative funding sources for projects, minimize any duplication of efforts, and create
complete projects that are turnkey for the Parks and public to enjoy (from design/construction to restoration and re vegetation).
RECREATION RESOURCES BUREAU QUARTERLY REPORTS

Boating Program:
The following is a list of activities that have been recently completed by the Boating Program. This is in addition to the routine tasks of answering questions from the general public and county marine deputies, grant administration, preparation for various training courses, attending county waterways committee meetings, attending user group meetings, and ordering of equipment and supplies.

- As of September 30, there have been 10 confirmed boating fatalities around the state. Idaho averages 9 recreational boating fatalities annually. Early indications are that boat accidents are down approximately 20% from 2020.
- Matt Lowe and Jessica Smith partnered with the Twin Falls Sheriff’s Office in July to install a new life jacket loaner station at Centennial Waterfront Park. Matt and Jessica also provided a boat safety outreach booth over the weekend and participated in media interviews. The weekend events were a great success and promoted partnerships and safety.
- Dave Claycomb, Dave Dahms and Sam Hoggatt met with staff from the Kootenai County Sheriff’s Office to discuss the local ordinance passed by the county to regulate boating activity on the Spokane River. The Sheriff’s Office took the group out on the Spokane River to get a firsthand look at some of the key areas where conflicts are happening.
- Dave Dahms and Randy Herman, along with marine deputies from Nez Perce County and Whitman and Asotin counties in Washington, met with Coast Guard staff from Sector Columbia River to discuss joint efforts for education and enforcement on the Snake River.
- Dave Claycomb and Dave Dahms joined Director Buxton in McCall to meet with industry representatives and talk about various boating issues on Payette Lake, including the local ordinance passed to expand the shoreline no wake zones. The group had the opportunity to take a boat ride and get a firsthand look at wake surfing and some of the local concerns associated with this activity.
- Program manager Dave Dahms attended the annual conference hosted by the National Association of State Boating Law Administrators (NASBLA). The general and breakout sessions were very informative and provided updates on many issues pertaining to boating safety from several entities throughout the United States. Dave had a chance to meet with many partners including online course vendors as well as regional and HQ staff from U.S. Coast Guard.

Motorized Trails Program:
The following is a list of activities that have been recently completed by the Motorized Trails Program. This is in addition to the routine tasks of answering questions from the public and routine tasks around the office.
• Attended Salmon Challis Trails group meeting where we are working on the Twelve Mile Trail project area with the Salmon BLM office and the Salmon Challis National Forest.

• Attended on the ground meeting with Challis Community Trails. We are working with ITD to try and build a recreational multi-use trail connecting Land of the Yankee Fork State Park to Hot Springs Road.

• Received approval from state purchasing on the Sole Source Authorization to proceed with Map Gears program for mapping snowmobile trails and groomers statewide.

• Attend NOHVCC meetings with BLM in Challis, Pocatello, and Boise.

• Attend 4 volunteer trail events with Idaho Single Track Alliance (Yamaha Grant Project), Youth Employment Program, Snake River Mountain Bike Club, Palisades Ranger District, Idaho Falls Trail Machine Association, and the Back Country Horsemen. Trail work and various bridge construction projects on the Salmon Challis National Forest and the Caribou Targhee National Forests.

• Work with IDL on 50” trail maintenance, singing. Laying out an additional 8-10 miles of single-track trail on IDL ground. Discussed various future projects and plans.

• Offered 97 OHV classes with a total of 246 students completing the courses.

• Attended Utah Avalanche Center event along with the Franklin County Highmarkers, Franklin County SAR, Cache County SAR.

• Attended the Ride the Bayhorse event in Challis

• Provided Motorbike and UTV training to 60 Air National Guard service members in two training events.

• Attended IDL’s safety meeting to speak to OHV safety and education efforts in Idaho.

• Attended both the Idaho Trail Machine Association State event and the Idaho State ATV Association State Ride. Both events took place near Burgdorf Idaho on the Payette National Forest.

**Collaborative Program:**

The following is a list of activities that have been recently completed by Trevor Anderson from the Collaborative Program.

• Attended two separate boating collaborative meetings, the Western Whitewater Association and the Hells Canyon Collaborative. During the Hells Canyon Collaborative, staff engaged the Forest Service on installing an IDPR Life Jacket Loaner station at the Pittsburg Landing site (per the public’s request). This has led to continued collaborative discussions about building an IDPR loaner station at the Pittsburg Landing boat ramp site. A grant project to build a second ramp was also discussed.
- Attended the numerous collaborative meetings including the Panhandle Forest collaborative, Boise Forest Coalition collaborative, Snake River Trails Alliance collaborative and the Payette Coalition collaborative.

- Attended the Clearwater Basin Collaborative, where a proposed expanded wilderness proposal (“The Great Burn”) in the Nez Perce National Forest was discussed which would limit motorized vehicles.

- Staff reviewed and commented on the 2021 Nez Perce National Forest Final Environmental Impact Statement (FEIS). Specifically, we commented on the FEIS’ recommendation for the expansion of wilderness area, which would lead to the decommissioning of motorized trails. Staff requested that more transparent tables be added to the plan to delineate the gain and losses of motorized trails, so that the public could better understand the impacts of the FEIS. These comments led to a September group meeting with the Forest Service to discuss these impacts in more detail.

- Staff attended the Clearwater Basin Collaborative. Staff gave a presentation to the collaborative members which explained the importance of OHV recreation to the state of Idaho. This presentation was important, as it presented a base for why IDPR would oppose the “Great Burn” wilderness proposal being presented to the group for support.

- Staff attended the Nez Perce-Clearwater NF Forest Plan Revision FEIS- Cooperating Agency review meeting. Staff met with Cheryl Probert, the Forest Supervisor of the Nez Perce-Clearwater National Forest, to explain how the Nez Perce wilderness proposal and the decommissioning of motorized trails affected IDPR and its motorized user groups. Cheryl Probert responded positively and explained that she understood the importance of motorized recreation and that any motorized trails decommissioned would be re-commissioned in another part of the forest (a 1:1 ratio), meaning that there would be no net loss of motorized trails.

- Staff submitted Preliminary Draft EIS comments for the Lava Ridge Wind Project

**Non-Motorized Trails Program:**
The following is a list of activities that have been recently completed by the Non-Motorized Trails Program. This is in addition to the routine tasks of answering questions from the public, Yurt maintenance and upkeep, and tasks around the office.

- The Idaho State Legislature and Governor allocated $250,000 for maintenance of the Idaho Centennial Trail (ICT) during the 2021 Legislative session. ICT funding is managed by the IDPR Development Bureau, in collaboration with the NM trails program. ICT priorities are currently be evaluated for the 2021 and 2022 field seasons, with a preliminary scheduled and work plan in place.
- Updated signage has been completed from the Southern terminus of the ICT to the Castle Rocks section near Mountain Home.
- ICT maintenance in the Selway Wilderness and Upper Priest Lake is scheduled for fall 2021, pending fires and crew availability.
- The “Idaho Trails Supporter” completed its first year of availability. This is a voluntary pass, or sticker, that Idaho trail users can purchase online or in stores. The goal is to raise
awareness of non-motorized trail issues and raise revenue for non-motorized trail maintenance on public lands statewide. 1,974 stickers have been sold through June 30, 2021. The 2021 Sticker went on sale June 5th.

- In addition to the IDPR online sales portal, stickers are now available at five stores: JD’s Bodega, both of Georges Cycles locations, REI in Boise, Idaho Mountain Trading in Idaho Falls and most recently Hyperspud Sports in Moscow. REI has purchased 725 stickers to resell online and in stores. REI is selling them at no profit.
- Federal Highways approved the second Central Idaho Trail Maintenance Project RTP grant in partnership with the Idaho Trails Association, Selway Bitterroot Frank Church Foundation, Youth Employment Program, and Idaho Conservation; along with the Payette, Boise, Salmon Challis, and Nez Perce-Clearwater National Forests. The goal of the grant is to maintain a large swath of trails within the Central Idaho Priority area and be a model for trail partnerships.
- Various Conservation Corps and the and Idaho Based Non-Profits will complete projects in 2022, pending fire closures. Idaho Trails Association and Youth Employment Program projects are being scheduled for the 2022 field season.
- The Non-Motorized Trails Manager spent 8 days on a trail maintenance project in the Frank Church Wilderness, partnering with the Forest Service and the Selway-Bitterroot Frank Church Foundation.
- The Non-Motorized Trails Manager too part in the Wilson Creek trail Coalition and helped with an equestrian user group conflict at Celebration Park.
- The Idaho City Backcountry yurts saw 66% occupancy in the first quarter. Yurt occupancy levels in 2020 were 55%, and in 2019 for the same period was 41%.
- This will equal about and a $7,000 revenue gain over the same period in 2022, plus a $15,000 revenue gain over the same period in 2019.
- Predicted Idaho City Yurts system fall and winter season 2021-2022 will be busy. Occupancy will be at 100% for the end of the winter, and around 50% to 60% for weekdays. After December first, occupancy will be near 100% for weekdays as well.
- In addition, all weekends are booked through the end of the winter, along with 90% of days from mid-December through Mid-March 2022.
- Volunteer crews from the Idaho Conservation Corps maintained about 15 miles of trails in the yurt system this past May at no cost to IDPR, in some cases this included an almost complete rebuild of trails damaged by the Pioneer Fire.
- All the aged solar lighting systems have now been replaced at the Yurts. Decking and floors at Elkhorn Yurt is scheduled to be replaced in September, all other major improvements are being postponed due to the cost of lumber.
- Park N Ski passes saw a significant increase this winter, approximately 30% more passes were purchased this winter over the same period than in Nov-Feb 2019/2020 (5,494 vs 7,623).
RESERVATION & REGISTRATION (R&R) PROGRAM QUARTERLY REPORT
July – August – September '21

RESERVATION & REGISTRATION PROGRAM – SETH HOBBS

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.

Registrations/Permits
With the start of the 2022 sticker year, IDPR is now giving the option for customers to purchase one or two-year stickers for OHVs and Snowmobiles. Because of the low price for the OHV sticker, we anticipate them being very popular with the OHV community.

<table>
<thead>
<tr>
<th>Product Type</th>
<th>July - September Sales</th>
<th>CY Year to Date Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boat</td>
<td>11,820</td>
<td>91,498</td>
</tr>
<tr>
<td>OHV</td>
<td>20,600</td>
<td>136,515</td>
</tr>
<tr>
<td>Non-Resident OHV</td>
<td>6,272</td>
<td>16,916</td>
</tr>
<tr>
<td>Invasive Species (Non-Motorized)</td>
<td>31,641</td>
<td>110,410</td>
</tr>
<tr>
<td>Invasive Species (Not Registered in Idaho)</td>
<td>4,699</td>
<td>11,884</td>
</tr>
<tr>
<td>Resident Snowmobile</td>
<td>202</td>
<td>9,828</td>
</tr>
<tr>
<td>Rental Snowmobile</td>
<td>0</td>
<td>1,106</td>
</tr>
<tr>
<td>Non-Resident Snowmobile</td>
<td>335</td>
<td>17,463</td>
</tr>
<tr>
<td>Park N’ Ski 3-Day</td>
<td>0</td>
<td>1,532</td>
</tr>
<tr>
<td>Park N’ Ski Annual</td>
<td>14</td>
<td>1,183</td>
</tr>
<tr>
<td>Motor Vehicle Entry Fee</td>
<td>694</td>
<td>4,724</td>
</tr>
<tr>
<td>OHV Motor Vehicle Entry Fee</td>
<td>412</td>
<td>610</td>
</tr>
</tbody>
</table>
**DMV Training**
The Registration program grew from 11 counties selling IDPR stickers to 31 in three months. We have six counties scheduled for training and are working on scheduling training for the remaining seven counties. This increase is a massive step for the program and our customers. Our customers have expressed they want to use the DMVs as a one-stop shop for all their vehicle-related business.

**FY21 4th Quarter Visitation Stats**
Park visitation numbers continue to climb through the fall season. See charts on the following pages. We implemented the new fee structure for non-resident camping at our Tier A parks. These fee changes have had a mixed review, with most residents liking the change. Primarily the complaints about the fees are from non-resident campers from Washington. Most reservations for the season had already been made under the old pricing structure, so those affected were the last-minute or walk-in customers.

**2022 Peak Season Current Reservations**
These are current reservation percentages for the 2022 season. The effects of the non-resident fee increases in the Tier A parks can not be fully assessed until the completion of the season next year. The below numbers encompass the current nine-month reservation window from Memorial Day weekend through July 28th, 2022.

<table>
<thead>
<tr>
<th>Tier A Parks</th>
<th>2022 Booked Occupancy %</th>
<th>2021 Total Occupancy %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Farragut</td>
<td>21.39%</td>
<td>73.77%</td>
</tr>
<tr>
<td>Henrys Lake</td>
<td>19.81%</td>
<td>95.34%</td>
</tr>
<tr>
<td>Ponderosa</td>
<td>68.02%</td>
<td>90.32%</td>
</tr>
<tr>
<td>Priest Lake</td>
<td>57.28%</td>
<td>82.08%</td>
</tr>
<tr>
<td>Round Lake</td>
<td>3.02%</td>
<td>69.17%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tier B Parks</th>
<th>2022 Booked Occupancy %</th>
<th>2021 Total Occupancy %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bear Lake</td>
<td>42.29%</td>
<td>91.49%</td>
</tr>
<tr>
<td>Castle Rocks</td>
<td>8.71%</td>
<td>79.55%</td>
</tr>
<tr>
<td>Hells Gate</td>
<td>12.27%</td>
<td>72.74%</td>
</tr>
<tr>
<td>Heyburn</td>
<td>12.70%</td>
<td>68.86%</td>
</tr>
<tr>
<td>Lake Cascade</td>
<td>30.69%</td>
<td>67.52%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tier C Parks</th>
<th>2022 Booked Occupancy %</th>
<th>2021 Total Occupancy %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bruneau Dunes</td>
<td>1.31%</td>
<td>41.73%</td>
</tr>
<tr>
<td>City of Rocks</td>
<td>25.47%</td>
<td>86.17%</td>
</tr>
<tr>
<td>Dworshak</td>
<td>9.05%</td>
<td>52.34%</td>
</tr>
<tr>
<td>Lake Walcott</td>
<td>8.32%</td>
<td>73.50%</td>
</tr>
<tr>
<td>Massacre Rocks</td>
<td>1.52%</td>
<td>61.95%</td>
</tr>
<tr>
<td>Three Island</td>
<td>9.14%</td>
<td>78.24%</td>
</tr>
<tr>
<td>Winchester Lake</td>
<td>9.39%</td>
<td>74.22%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Tier Parks</th>
<th>2022 Booked Occupancy %</th>
<th>2021 Total Occupancy %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harriman</td>
<td>50.96%</td>
<td>67.60%</td>
</tr>
<tr>
<td>Idaho City Yurts</td>
<td>7.65%</td>
<td>72.91%</td>
</tr>
<tr>
<td>Thousand Springs</td>
<td>32.22%</td>
<td>91.53%</td>
</tr>
</tbody>
</table>
### YoY Monthly Visitation Numbers

<table>
<thead>
<tr>
<th>Year</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>Yearly Total</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>101,277</td>
<td>110,635</td>
<td>175,569</td>
<td>315,384</td>
<td>531,894</td>
<td>894,895</td>
<td>1,141,430</td>
<td>950,975</td>
<td>599,570</td>
<td>324,765</td>
<td>173,190</td>
<td>96,693</td>
<td>5,429,403</td>
<td>6.48%</td>
</tr>
<tr>
<td>2017</td>
<td>90,604</td>
<td>93,087</td>
<td>174,999</td>
<td>320,676</td>
<td>675,271</td>
<td>1,074,821</td>
<td>1,321,952</td>
<td>1,085,986</td>
<td>636,383</td>
<td>298,594</td>
<td>185,831</td>
<td>98,152</td>
<td>6,051,196</td>
<td>11.49%</td>
</tr>
<tr>
<td>2018</td>
<td>158,787</td>
<td>109,489</td>
<td>165,542</td>
<td>268,192</td>
<td>710,532</td>
<td>1,103,401</td>
<td>1,393,051</td>
<td>1,178,237</td>
<td>693,372</td>
<td>349,708</td>
<td>188,641</td>
<td>113,424</td>
<td>6,401,356</td>
<td>3.75%</td>
</tr>
<tr>
<td>2019</td>
<td>149,695</td>
<td>119,999</td>
<td>178,091</td>
<td>292,055</td>
<td>715,831</td>
<td>1,188,495</td>
<td>1,410,846</td>
<td>1,242,443</td>
<td>675,857</td>
<td>274,825</td>
<td>168,919</td>
<td>116,597</td>
<td>6,533,569</td>
<td>2.07%</td>
</tr>
<tr>
<td>2020</td>
<td>122,213</td>
<td>165,043</td>
<td>215,383</td>
<td>388,713</td>
<td>606,505</td>
<td>1,043,589</td>
<td>1,571,168</td>
<td>1,415,278</td>
<td>916,548</td>
<td>349,743</td>
<td>191,324</td>
<td>567,010</td>
<td>7,194,443</td>
<td>10.12%</td>
</tr>
<tr>
<td>2021</td>
<td>213,098</td>
<td>196,169</td>
<td>322,385</td>
<td>408,500</td>
<td>705,560</td>
<td>1,211,475</td>
<td>1,523,376</td>
<td>1,399,899</td>
<td>930,872</td>
<td>6,783,334</td>
<td>6.89%</td>
<td>2022</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Monthly Visitation Numbers

![Graph showing monthly visitation numbers from January to December with data from 2016 to 2021.]
## YoY Year-to-Date Visitation Numbers

<table>
<thead>
<tr>
<th>Year</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>Yearly Total</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>102,277</td>
<td>222,120</td>
<td>395,667</td>
<td>713,012</td>
<td>1,344,945</td>
<td>2,139,840</td>
<td>3,281,270</td>
<td>4,241,240</td>
<td>4,804,810</td>
<td>5,105,580</td>
<td>5,332,370</td>
<td>5,429,460</td>
<td>5,429,460</td>
<td>11.49%</td>
</tr>
<tr>
<td>2017</td>
<td>90,644</td>
<td>182,333</td>
<td>357,380</td>
<td>678,006</td>
<td>1,151,277</td>
<td>2,428,198</td>
<td>3,750,150</td>
<td>4,953,236</td>
<td>5,915,619</td>
<td>5,790,213</td>
<td>5,905,046</td>
<td>6,033,386</td>
<td>6,033,386</td>
<td>11.49%</td>
</tr>
<tr>
<td>2018</td>
<td>118,787</td>
<td>228,276</td>
<td>393,818</td>
<td>662,010</td>
<td>1,382,532</td>
<td>2,489,693</td>
<td>3,877,394</td>
<td>5,096,211</td>
<td>5,705,583</td>
<td>6,099,291</td>
<td>6,287,592</td>
<td>6,401,356</td>
<td>6,401,356</td>
<td>11.49%</td>
</tr>
<tr>
<td>2019</td>
<td>149,695</td>
<td>269,094</td>
<td>447,785</td>
<td>739,850</td>
<td>1,455,681</td>
<td>2,644,176</td>
<td>4,055,012</td>
<td>5,297,465</td>
<td>5,973,322</td>
<td>6,248,143</td>
<td>6,417,062</td>
<td>6,533,569</td>
<td>6,533,569</td>
<td>5.75%</td>
</tr>
<tr>
<td>2020</td>
<td>122,313</td>
<td>287,256</td>
<td>503,359</td>
<td>883,453</td>
<td>1,489,953</td>
<td>2,533,462</td>
<td>4,105,630</td>
<td>5,520,908</td>
<td>4,577,466</td>
<td>6,877,269</td>
<td>7,016,533</td>
<td>7,184,443</td>
<td>7,184,443</td>
<td>2.07%</td>
</tr>
<tr>
<td>2021</td>
<td>212,698</td>
<td>409,367</td>
<td>731,652</td>
<td>1,532,553</td>
<td>1,917,732</td>
<td>3,529,187</td>
<td>4,652,563</td>
<td>5,852,462</td>
<td>6,783,834</td>
<td>6,953,208</td>
<td>6,271,977</td>
<td>6,354,615</td>
<td>6,354,615</td>
<td>10.12%</td>
</tr>
</tbody>
</table>

### Year-to-Date Visitation Numbers

- **January**: 212,698
- **February**: 409,367
- **March**: 731,652
- **April**: 1,532,553
- **May**: 1,917,732
- **June**: 3,529,187
- **July**: 4,652,563
- **August**: 5,852,462
- **September**: 6,783,834
- **October**: 6,953,208
- **November**: 6,271,977
- **December**: 6,354,615

- **Yearly Total**: 6,354,615

- **% Change**:
  - 2016: +11.49%
  - 2017: +11.49%
  - 2018: +11.49%
  - 2019: +5.75%
  - 2020: +2.07%
  - 2021: +10.12%