

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Quarterly Board Teleconference

February 24, 2021

IDPR Headquarters

5657 Warm Springs Ave.

▪ AGENDA

▪ Wednesday, February 24, 2021

- **9:00 A.M.** Call to Order – Chairman Beckley
 - Roll Call
 - Welcome and Introductions / Chairman Beckley and Interim Director Buxton
 - Additions or Deletions to the Printed Agenda
- Consent Agenda Items – **Action Item**
 - Approval of Minutes
 - November 13, 2020
 - December 10, 2020
 - January 15, 2021
 - January 28, 2021
 - February 2, 2021
 - Group Use Permit
 - Eagle Island State Park – Garth Taylor
 - Management Agreement for Lake Cascade and Bureau of Reclamation-Garth Taylor
- **9:30 A.M.** Director’s Report
- **10:30 A.M.** Hoo Doo Property Sale – **Action Item** - David White
- **10:45 A.M. BREAK**
- **11:00 A.M.** FY 2021 2nd Quarter Financial Report – Steve Martin
- **11:45 A.M. LUNCH BREAK**
- **12:30 P.M.** Grant Subcommittee Update – **Action Item** Anna Canning/Doug Eastwood
- **1:30 P.M.**
 - Program Reports / Staff will stand for questions
 - Old/New Business
 - Public Comment Period
- **2:00 P.M. Executive Session***
- **2:30 P.M. Open Session** – Staffing – **Action Item** - Board
- **ADJOURN**

* Under authority of Idaho Code 74-206. Executive sessions -- When authorized. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body. An executive session may be held:
(A) “To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general”.

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

IDAHO DEPARTMENT OF PARKS AND RECREATION

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

BOARD MEETING MINUTES

November 13, 2020 Quarterly Meeting via Zoom

IDPR Headquarters

Boise, ID

Minutes – November 13, 2020

Call to Order – Chairman Black

The Chairman called the meeting to order at 9:02 A.M.

Chairman Black requested a roll call.

Board Member Pete Black – Present
Board Member Lou Fatkin – Present
Board Member Brian Beckley – Present
Board Member Randy Doman - Present
Board Member Cally Roach – Present
Board Member Doug Eastwood - Present

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

Susan Buxton – Interim Director
Betty Mills – Management Assistant to the Director
Anna Canning – Management Services Administrator
David White – North Region Manager
Garth Taylor – South/East Region Manager
Steve Martin – Fiscal Officer
Kathy Muir – Grants Management Supervisor
Adam Zaragoza – Development Bureau Chief
Craig Quintana – Public Information Officer
Debbie Hoopes – Human Resource Manager
Dave Claycomb – Recreation Bureau Chief
Wallace Keck – City of Rocks, Park Manager 3
Tom Helmer – Non-Motorized Trails Coordinator
Chelsea Chambers – Public Information Specialist
Joel Taylor – Office Services Supervisor 2
Steve Strack – Deputy Attorney General
Nate Fisher – Governor's Office
Matthew Reiber – Department of Financial Management
Sandra Mitchell - Executive Director, Idaho Recreation Council
David Claiborne – President, Idaho State ATV Association
Rick Just – Friends of Idaho State Parks
Mark Elsbree – Senior Vice President and Western Director, Conservation Acquisition at the Conservation Fund
Steve Masterson

Welcome and Introductions

Chairman Black welcomed everyone to the meeting.

Consent Agenda – Action Item

- Approval of Minutes
 - October 8, 2020
 - October 20, 2020

Mr. Eastwood moved to approve the October 8, 2020 and October 20, 2020 minutes. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Mr. Fatkin sustained from voting on the October 20, 2020 minutes due to him not being on the call. Motion carried.

Director's Report

The Director reported on the following topics:

- **CARES ACT Updates**
 - Capital Remediation – Prior to COVID-19, IDPR was experiencing a 22% increase in day use compared to 2019. In 2020, due to COVID-19, day use season started in March and lasted throughout September. This created an additional usage increase of 15%. IDPR was granted CARES ACT funds to mitigate the impacts to some of our hardest hit facilities due to COVID.
 - Priest Lake, Lionhead Site Remediation – This project provided resource preservation by re-aligning the camp sites and expanding the existing day use parking areas. This should help reduce the parking on vegetated areas and preserve State property.
 - Farragut, Eagle Cove Parking Expansion – Grubbing and grading have been done to this site, and it is estimated this will add an additional 50-60 parking stalls for boats and trailers. Paving will be done in the future if/when funding becomes available.
 - Thousand Springs, Box Canyon Parking Remediation – Clearing, grubbing and grading was completed on November 6th. The paving started on November 10th and is scheduled to be complete on November 11th. Striping the parking stalls will follow. This project is estimated to add up to 80 new parking stalls at the overlook and trailhead to Box Canyon.
 - Bear Lake, East Beach Parking Remediation – The expansion of the East Beach area is substantially complete, and the contractor has mobilized off the site. Additional parking to the East Beach area is estimated at 300+ cars/spots to the already overused area. The area is ready for asphalt paving if/when future funding becomes available.
 - **Staffing – Salary Increases** – On October 8, 2020, Governor Little issued guidance for compensation changes during FY2021. This guidance to agencies addresses hard-to-fill, hard-to-retain positions and be merit based. Based on this guidance, a review of the Non-Executive Staff positions and available personnel funds, will be conducted agency wide. IDPR is preparing a submitted request for approval from DFM and DHR meeting the Governor's criteria for approximately 80 positions. To address compression now for merit-based increases prior to the CEC (Change in Employee Compensation) request for Statewide increases. Compression is something IDPR needs to continue to address. This move is based on merit, retention and compression.
- **Agency Climate Survey** – Director Buxton enlisted Medallia to conduct the staff survey at no cost to the agency. Results are expected by the next Board meeting.
- **Passport Statute Change** – IDPR has Executive Legislation to seek a statutory change recommendation in the Passport fee from \$10 to \$20 per vehicle per year. Supporting data and background information was provided to the Board to use when talking to the Legislators and public, to enlist their support in the increased cost of the Passport. The proposed Idaho State Passport increase would provide a vital revenue increase at a time when parks are experiencing ever-increasing use. The money would enhance facilities, allow better maintenance and provide adequate staff to ensure visitors enjoy exceptional recreational experiences.
- **Registration and Reservations** – Joel Taylor has been appointed as the acting Interim for Tammy Kolsky's position until it is filled. Camping Registrations are going live on December 10, 2020. A press Release went out this morning with this announcement. IDPR has been working with Aspira to create a data file that follows the necessary format for uploads into ILETS. This file will be generated daily and ISP will have direct access. ISP will then be able to manually upload this file into ILETS. This solution is currently in place on IDPR/Aspira's side and we are waiting on confirmation from ISP that a trial upload works well. Once we have this confirmation, we will be able to provide all registration data completed in Aspira in a large "catch-up" file and then subsequently resume daily file creation. Since this is currently only waiting on final confirmation from ISP, this should be fully operational within just a few weeks, possibly sooner.
- **Snowmobile Distribution** - On October 7, 2020, IDPR staff and Director Buxton met with motorized recreation users to update the group on registration modernization efforts. Tammy

Kolsky informed the group that we were not able to calculate the snowmobile distribution as we normally do since we no longer have an IT programmer in house to run the query on RIS. Instead, R&R used monthly reports and worked with the Recreation Bureau Chief, Dave Claycomb, to ensure that each county program received at least the same amount of funds they received in 2019. Since that time, ITS (Information Technology Services) has assigned a programmer to IDPR and that employee has located the proper queries to run a report for us. Once we receive the report, we will review it against what was distributed and make sure that no county is due funds.

Director Buxton met with Jeff Weak, ITS Director last night and stated that she would like more of an onsite presence in our parks and at headquarters. Director Weak will work on her request.

- **Centralize and Update Repository** – Every state agency must adopt guidelines that identify the general subject matter of all public records kept or maintained by the state agency. IDPR is in the process of updating our document retention processes to meet the state requirements.
- **Junior Ranger Award – Press Release** – IDPR's Junior Ranger Program Activity Guide received a second-place award from the National Association for Interpretation (NAI). The NAI annually helps thousands of children discover and appreciate the natural world on display at Idaho's State Parks.
- **The Director stood for questions.** The Board thanked Director Buxton for all she is doing for IDPR while juggling two jobs.

Sheridan Property Acquisition – Wallace Keck

Mr. Keck introduced Mark Elsbree, Sr. VP and Western Director, Conservation Acquisition at the Conservation Fund. Mr. Elsbree will provide specific information on the Sheridan property. Mr. Keck provided the Board with a PowerPoint presentation. The Sheridan acquisition is a proposed, 360-acre expansion of park lands. It would add 200 acres to City of Rocks National Reserve and 160-acres to Castle Rocks State Park, (if Board approved), and approximately 7,268 feet or 1.37 miles of public access ROW. Both parks are managed and administered by IDPR. Today's proposal exemplifies the mission and vision of the department, including its strategic planning goals of providing new recreational experiences, public access, and resource stewardship. For over 32 years, IDPR and the NPS have been strategic partners at City of Rocks. The NPS-IDPR partnership was further exemplified by the breaking of ground at Billingsley Creek for the new shared visitor center. The NPS and IDPR have been successful, due in large part to a third partner, The Conservation Fund (TCF). TCF was instrumental in facilitating the purchase of the Ranch Unit of Castle Rocks State Park and Register Rock, (a historic feature within City of Rocks), which features dozens of emigrant signatures. TCF is once again, assisting the NPS at their request. Mr. Keck stood for questions. Board and staff discussion followed pertaining to the timeline for IDPR to be able to acquire funding for this property and apply for a LWCF grant.

Rules Regarding Land and Water Conservation Fund – Anna Canning

Ms. Canning provided background information on the Board's directive for these rules, during the February 2020 and August 2020 meetings. Today Ms. Canning provided an update on where we are currently with this rule and requested the Board, direct staff to seek public comment on the revised rules. This would then allow staff to present the rules during the 2022 Legislative Session. Ms. Canning stood for questions. Ms. Roach recommended for IDPR staff to continue with the process of moving forward with this rule and public comment.

Rules Regarding State and Federal Grants – Anna Canning

Ms. Canning provided background information on the review process for these grants, as directed by the Board during their February and August 2020 Board meetings. Ms. Canning also provided the Board with Standards by Grant Program. During the February meeting, the Board directed staff to initiate an amendment to the Idaho Code to reevaluate criteria in the rules regarding state and federal grants while also updating the rules to meet the goals of the Red Tape Reduction Act. During the August 2020 Board meeting, IDPR staff was directed to send a letter to Bonner and Kootenai Counties and carry the rules over to the November 2020 meeting. Mr. Eastwood requested a Board Sub-Committee be assigned, along with a few IDPR staff, to review the process, and bring back their recommendations to the full Board. Mr. Eastwood, Mr. Doman and Ms. Roach volunteered to be on the Sub-Committee. Ms. Canning will recruit IDPR staff to assist with this process.

Mr. Fatkin moved for the Board to establish a Sub-Committee to discuss grant standards. Ideally the Sub-Committee would make a recommendation to the full Board in the February meeting. Staff would then incorporate any changes to create a “clean” draft and seek public comments on the draft revised rules. The intent is to collect comments on the proposed amendments and present the rules during the 2022 Legislative Session. Motion was seconded by Mr. Beckley. The Chairman asked for further discussion, hearing none, he called for a vote on the motion. Motion carried unanimously.

Farragut – Bayview Utility Easement – David White

Director Buxton presented this agenda item for Mr. White. The Director reported that Bayview is in the process of finalizing a water facility plan through the Idaho Department of Environmental Quality (IDEQ). This will allow them to initiate the process of obtaining a loan to make repairs to their water system. To facilitate this, they need to renew their permits or enter into a new agreement with a term length greater than the loan’s 30-year term. The Department’s Temporary Permit is limited to 10-years and then requires the permittee to apply for a renewal. The Department agreed to enter a Utility Easement with Bayview Water and Sewer District, providing access in perpetuity.

Mr. Fatkin moved to approve staff recommendation for the Utility Easement with the Bayview Water and Sewer District as presented. Motion was seconded by Mr. Beckley. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Waterways Improvement Fund (WIF) Discussion – Board

There was Board and staff discussion on looking at the possibility of changing the 30% Cap on the WIF Grant. The Board agreed to compile a Sub-Committee to review all the Grant rules/processes. The Sub-Committee will bring their recommendations back to the Board for consideration during the February 2021 meeting.

2021 Board Dates & Locations – Betty Mills

Ms. Mills provided the Board with suggested dates and locations for the upcoming 2021 Board meetings.

February 24-25, 2021	IDPR Headquarters
May 19-20, 2021	Idaho Falls, ID
August 11-12, 2021	Wallace, ID
November 17-18, 2021	IDPR Headquarters

Board and staff discussion followed on the possibility of not being unable to travel for meetings in 2021, due to COVID. The Board agreed to continue to hold ZOOM meetings if unable to meet in person.

Mr. Fatkin moved for the Board to stay the course with the proposed dates and locations for the 2021 Board meetings. Motion was seconded by Mr. Beckley. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Board Elections

Ms. Roach nominated Brian Beckley to serve as Chairman for the coming year and requested to rotate the Chairman position every year. Motion was seconded by Mr. Doman. The Chairman asked for further discussion. Further discussion followed regarding Board meeting procedures. The Chairman called for a vote on the motion. Motion carried unanimously.

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

Program Reports

Board members were given time to ask questions of IDPR staff, on submitted program reports.

Public Comment

David Claiborne reported that the Idaho State ATV Association and the Idaho Recreation Council (IRC) are working with IDPR's Recreation program. Mr. Claiborne appreciates staff keeping them informed and in the loop on meetings and other information of interest to them.

Executive Session

Ms. Roach moved to go into Executive Session under authority of Idaho Code 74-206 (a), to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of the individuals are to be evaluated in order to fill a particular vacancy or need and (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 agenda, or public school students". Motion was seconded by Mr. Black. A roll call vote to go into Executive Session was taken by Ms. Mills.

Board Member Black – Approve

Board Member Fatkin – Approve

Board Member Beckley – Approve

Board Member Roach – Approve

Board Member Doman – Approve

Board Member Eastwood – Approve

The Board came out of Executive Session at 2:00 P.M.

No decisions were made. The Board will follow the Governor's directive, the final job description for the IDPR Director's position will be sent out next week. The Board will gather the submitted applications from DHR, review them and select eligible candidates to be interviewed.

Mr. Eastwood moved to adjourn the meeting. Motion was seconded by Mr. Fatkin. Meeting was adjourned at 2:12 P.M.

Brian Beckley, Chairman
Idaho Park and Recreation Board

Susan E. Buxton
Ex-Officio Member of the Board

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Board Teleconference

IDPR Headquarters

December 10, 2020

Boise, Idaho

▪ AGENDA

▪ Thursday, December 10, 2020

- Call to Order – Chairman Beckley called the meeting to order at 12:05 P.M. The Chairman asked Ms. Mills to conduct a roll call.
 - Roll Call
 - Board Member Black - Present
 - Board Member Fatkin- Present
 - Board Member Beckley- Present
 - Board Member Doman - Present
 - Board Member Roach – Present
 - Board Member Eastwood -Absent

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

Susan Buxton – Interim Director

Betty Mills – Management Assistant to the Director

David White – Interim Operation Administrator

Anna Canning – Management Services Administrator

Garth Taylor – East Region Manager

Adam Zaragoza – Development Bureau Chief

Craig Quintana – Public Information Officer

Steve Strack – Deputy Attorney General Natural Resources

LeAnn Stephens – Division of Human Resources

• Interim Director Update – Susan Buxton

Ms. Buxton announced that today is the launch of IDPR's New Reservation System. It appears to be working well and the volume of reservations being placed on the new system as well as incoming calls are as busy as was expected.

Ms. Buxton provided an overview of the recent Employee Survey results. 145 employees responded to the survey, which included some part-time seasonal staff. Ms. Buxton feels this year's survey is comparable to the responses we received last year. Top results from this survey reflect staff requests for better compensation, better communication between Headquarter staff and field staff, and additional staff training. The employee sentiment was positive, they like their jobs and desire more resources to provide to IDPR customers.

Project Updates – Ms. Buxton wrote a letter of support to Fish and Game, for a grant application by the Idaho State Bowhunters, for a feasibility study on the proposed archery range at Eagle Island State Park. Any feasibility study will need to be coordinated with the

IDPR staff to determine the proposal meets the needs of the Park's Master Plan. This will require IDPR Board review and approval in the future.

Ms. Buxton and IDPR staff are working with Eagle Sewer District regarding Eagle Island. Eagle Sewer District agreed to allow IDPR to have our own Lift Station at the park, at a Commercial fee, which would lower the cost of having a full system. An agreement will be drawn up for Board review in the future.

Veterans Park Contract – Anna Canning

Ms. Canning reported that in June of 1997, IDPR entered into an agreement with the City of Boise that the city would lease and manage Idaho Veterans Memorial Park. That lease is due to expire on June 3, 2021. The existing lease allows for an extension if both agencies concur. The City wishes to sign a new lease with IDPR for an additional 25 years. Ms. Canning worked with Mr. Strack on a new proposed lease, which included a few additional add ins. Ms. Canning is requesting approval from the Board and stood for questions.

Mr. Fatkin moved to approve the motion as presented to the Board, to have staff work with the City of Boise staff, on renewing the Idaho Veterans Memorial Park Lease. Motion was seconded by Ms. Roach. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

- **Mr. Doman moved to adjourn the meeting. The motion was seconded by Mr. Fatkin. Meeting was adjourned at 1:01 P.M.**

Brian Beckley, Chairman
Idaho Park and Recreation Board

Susan E. Buxton, Interim Director
Ex-Officio Member of the Board

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Board Teleconference

IDPR Headquarters

January 15, 2021

Boise, Idaho

▪ AGENDA

▪ Friday, January 15, 2021

- Call to Order – Chairman Beckley called the meeting to order at 11:02 A.M. The Chairman asked Ms. Mills to conduct a roll call.
 - Roll Call
 - Board Member Black - Present
 - Board Member Fatkin- Present
 - Board Member Beckley- Present
 - Board Member Doman - Present
 - Board Member Roach – Present
 - Board Member Eastwood -Absent

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

Susan Buxton – Interim Director

Betty Mills – Management Assistant to the Director

David White – Interim Operations Administrator

Anna Canning – Management Services Administrator

Le Ann Stephens – Division of Human Resources

- **Governor’s Budget for IDPR –** Susan Buxton

Ms. Buxton noted that IDPR’s budget was submitted in September. The Governor’s State of the State speech was given on Monday, January 11, 2021. IDPR’s request for 2 new FTE’s was recommended in the Governor’s budget.

The Governor discussed building Idaho’s Future and Outdoor Recreation was one item the Governor is promoting. IDPR was requested to provide a list of needed items to be considered for funding for the \$3 million supplemental funding requests.

- **Executive Session****

- **Ms. Roach moved to go into Executive Session under authority of Idaho Code 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general”. Chairman Beckley called for a roll call vote to enter Executive Session.**
 - Board Member Black – Yes
 - Board Member Fatkin – Yes

- Board Member Beckley – Yes
 - Board Member Doman – Yes
 - Board Member Roach - Yes
 - Board Member Eastwood – Yes
- 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 Ms. Roach. Meeting was adjourned at 11:58 P.M.**

Brian Beckley, Chairman
Idaho Park and Recreation Board

Susan E. Buxton, Interim Director
Ex-Officio Member of the Board

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Board Teleconference

IDPR Headquarters

January 28, 2021

Boise, Idaho

▪ AGENDA

▪ Thursday, January 28, 2021

- Call to Order – Chairman Beckley called the meeting to order at 10:00 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 -Absent

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

Betty Mills – Management Assistant to the Director

LeAnn Stephens – Division of Human Resources

Nate Fisher – Governor’s Office

- **Executive Session****
- **Mr. Eastwood moved to go into Executive Session under authority of Idaho Code 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general”. Chairman Beckley called for a roll call vote to enter Executive Session.**
 - Board Member Black – Yes
 - Board Member Fatkin – Yes
 - Board Member Beckley – Yes
 - Board Member Doman – Yes
 - Board Member Roach - Yes
 - Board Member Eastwood – Yes
- The Board resolved out of Executive Session by unanimous consent. The Board announced that they will hold another IDPR Board Executive Session on Tuesday, February 2, 2021.
- **Ms. Roach moved to adjourn the meeting. The motion was seconded by Mr. Fatkin. Meeting was adjourned at 3:34 P.M.**

Brian Beckley, Chairman
Idaho Park and Recreation Board

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IDAHO DEPARTMENT OF PARKS & RECREATION

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

Board Teleconference

IDPR Headquarters

February 2, 2021

Boise, Idaho

▪ AGENDA

▪ Tuesday, February 2, 2021

- Call to Order – Chairman Beckley called the meeting to order at 3:34 P.M. The Chairman requested Ms. Mills to conduct a roll call.
 - Board Member Beckley – Present
 - Board Member Black- Present
 - Board Member Fatkin- Present
 - Board Member Doman - Present
 - Board Member Roach – Present
 - Board Member Eastwood -Absent

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

Susan Buxton – Interim Director

Betty Mills – Management Assistant to the Director

Troy Elmore – Operations Division Administrator

Anna Canning – Management Services Administrator

LeAnn Stephens – Division of Human Resources

Nate Fisher – Governor’s Office

Sandra Mitchel – Executive Director, Idaho Recreation Council

David Clayborne – President, Idaho State ATV Association

- **Executive Session****
- **Ms. Roach moved to go into Executive Session under authority of Idaho Code 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general”. Chairman Beckley called for a roll call vote to enter Executive Session.**
 - Board Member Black – Yes
 - Board Member Fatkin – Yes
 - Board Member Beckley – Yes
 - Board Member Doman – Yes
 - Board Member Roach - Yes
 - Board Member Eastwood – Yes
- **Open Session**
- The Board resolved out of Executive Session by unanimous consent.

- **Ms. Roach moved to extend an offer to Susan Buxton for the appointment of Director of Idaho Department of Parks and Recreation and allow Chairman Beckley to negotiate the details of Ms. Buxton's position. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion. Mr. Eastwood stated that this is the Board's opportunity to discuss and optimize the full compensation amount for this position. Mr. Eastwood feels this position is currently under paid in comparison to other states and he encourages the Chairman to consider this. The Chairman called for a vote on this motion. Motion carried unanimously.**
- **Mr. Fatkin moved to adjourn the meeting. The motion was seconded by Mr. Black. The meeting was adjourned at 4:34 P.M.**

Brian Beckley, Chairman
Idaho Park and Recreation Board

Susan E. Buxton, Interim Director
Idaho Department of Parks and Recreation

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

AGENDA
Idaho Park and Recreation Board Teleconference
February 25, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: **Group Use Permit for Eagle Island State Park**

ACTION REQUIRED: **Board Approval Consent Item**

PRESENTER: **Garth Taylor**

PRESENTATION

BACKGROUND INFORMATION:

The Go Agency would like to hold a 5K/10K half-marathon at Eagle Island State park on Saturday, May 1, 2021 for approximately 500-1000 people. The event will have vendors, including a beer truck. This is a first time fun run that could turn into an annual event.

Park staff have informed the Go Agency, that this event does not meet current Stage II restrictions for Covid 19. Park staff have informed the Go Agency that Covid restrictions will be reviewed April 1, 2021. If Covid restrictions have changed to a point where this event can meet standards it will be allowed to take place. Staff will ensure all required permits will be in place.

STAFF RECOMMENDATIONS:

Staff recommends approval of this Group Use Permit for the Go Agency.

STATE OF IDAHO
IDAHO DEPARTMENT OF PARKS AND RECREATION



GROUP USE PERMIT APPLICATION

Date of Application: January 18, 2021

Park Name: Eagle Island State Park

IDAPA 26.01.20 – RULES GOVERNING THE ADMINISTRATION OF PARK AND RECREATION AREAS AND FACILITIES

• Group Use

- Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall have a permit. Permits may be issued after arrangements have been made for proper sanitation, population density limitations, safety of persons and property, and regulation of traffic.
- Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) people or more may be approved by the director with forty-five (45) days advance notice.

Name of Event: Spring Run

Date(s) of Use: May 1, 2021

Event Area within Park:

Days: ☐ Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☒ Sat ☐ Sun

Organization or Group Filing Application: The Go Agency

Address: 106 N 6th Ste.

City: Boise, ID

State: Idaho

Zip: 83702

Telephone: 201-913-8026

E-mail Address: julia@thegoagency.com

Number of Participants/Spectators Expected: 500 - 1,000

Arrival Time: 7:00 am

Departure Time: 2:00 pm

Type of Use Requested (briefly describe):

For the Spring Run we will map out a 5K/10K/half-marathon course going through Eagle Island State Park. This is a one day event operating from 7:00 am to 2:00 pm.

Purpose of Proposed Event:

The Spring Run is a great opportunity for runners at any level to get outside and experience Eagle Island State Park and enjoy local vendors and food stands.

Estimated Gross Fees Collected: \$2,000

Estimated Net Profit: \$2,500

Person(s) In Charge of Group Activity Planned in Park
(Primary Person)

Name: Julia Sanchez

Address: 106 N 6th Ste. Boise, ID 83702

Telephone: 201-913-8026

E-Mail: julia@thegoagency.com

(Secondary Person)

Name: Cae Odell

Address: 106 N 6th Ste. Boise, ID 83702

Telephone: 201-913-8026

E-Mail: cae@thegoagency.com

Will First Aid Be Provided? ☒ Yes ☐ No

Will Alcoholic Beverages Be Sold? ☒ Yes* ☐ No

* If yes, list the Special Permit Number from the Alcohol Beverage Control – or – list the Retail License Number.

Vendor Name: Heritage Hop Haus

ABC Special Permit Number:

or Retail License Number: 1a-25507

For more information about selling alcoholic beverages, call toll free (888) 222-1360 or e-mail to abc@isp.state.id.us.

NOTE: Approval by Idaho Park and Recreation Board is required for all group functions at which alcoholic beverages will be sold.

Description of the Specific Area(s) of the Park Requested for Use

(use extra sheet or map if necessary to delineate general area of use, parking, sanitation, etc.)

Plans for Law Enforcement and/or Crowd Control, Including Communication Systems

(Use extra sheet if necessary)

Radios will be provided to all volunteers and necessary personnel. If an emergency arises radios and cell phones will be used to contact all necessary parties. We will contact Eagle PD for crowd control help and assistance/approval on any sidewalk closures.

Plans for Traffic Control, Including Parking

(Use extra sheet if necessary)

We will work out a plan with Eagle PD regarding any sidewalk closures, street closures and parking arrangements that need to be made for the event. The course will be marked with signage to direct traffic and keep runners on course.

Plans for Sanitation, Solid Waste Disposal, and Water Supply

(Use extra sheet if necessary)

We will work with Eagle Island sanitation/the city of Eagle sanitation department to ensure there are trash cans set up throughout the park/route.

Plans for Area Clean Up and Rehabilitation:

(Use extra sheet if necessary)

Tear down/clean up will happen the same day of the event once the race ends.

Description of Program, Displays, and Concession Booths to be Installed: (Use extra sheet if necessary)

Local vendors will set up booths towards the end of the race route for participants and spectators to enjoy. Alcohol served will be limited to beer and wine. Security for alcohol can be provided during the event if requested by the city.

You must obtain an Idaho Seller's Permit if you or your agent intends to sell or rent a product, charge admission, or charge a fee for the use of tangible personal property for recreation. For more information about a Seller's Permit, call the Idaho State Tax Commission at (208) 334-7660 <http://www.tax.idaho.gov/>.

List of Vendors
necessary)

Temp Permit #

Items They Plan to Sell

(Use extra sheet if

Name, Address, and Telephone Number of Agent Providing Liability Insurance and/or Performance Bond:

Liability insurance may be required by the Idaho Park and Recreation Board, or Department, whenever the Department does not intend to assume the liability associated with an event. Reference the Risk Management Handbook, Facilities Use Guidelines. See <http://adm.idaho.gov/>.

Name: Integrity Insurance

Address: 2680 Eagle Road Ste. 100

City: Meridian

State: ID

Zip: 83642

Telephone: 208-949-2300

Amount of Liability Insurance \$1,000,000

The State of Idaho and Idaho Department of Parks and Recreation must be listed as Additional Insured.

GROUP USE FEES

Fees that will apply to this Application:

MVEF (Motor Vehicle Entrance Fee) \$5.00 per vehicle ☐ Yes ☒ No

☐ \$ _____ Deposit

☐ \$ _____ Damage Deposit

☒ \$ 750.00 Negotiated Fee

☐ \$ _____ Per-Person Fee

☐ \$ _____ Reservation Fee plus Tax

☐ \$ _____ Shelter Fee

☒ \$ 1500.00 Other MVEF

Note: If the Park Board-approved fee structure is waived, there needs to be two levels of review/approval and the affected revenue must be recaptured elsewhere.

REQUIREMENTS

The normal use of all facilities shall be limited to the number of people who can be accommodated by available utilities and safely handled by law enforcement. This number shall be determined for each park in accordance with health and legal requirements.

No organized group shall exceed the use limits as may be set forth by the Department without qualified representatives of the Group meeting with the Idaho Park and Recreation Board at a regular meeting no less than sixty (60) days prior to the requested date of use to discuss the proposed use and obtain approval.

The Idaho Park and Recreation Board shall have the right to require financing of any required temporary utility and law enforcement facilities and a deposit to cover possible damage to existing facilities.

All other Idaho Department of Parks and Recreation rules shall be in effect and will be adhered to by the Group. See <http://adminrules.idaho.gov/rules/current/26/0120.pdf>

A Group Use Permit may be denied if it appears to the Director of the Idaho Department of Parks and Recreation that the group use would result in permanent injury to the park facilities or environs, or if the group use would preempt use of the park by the general public during a time period when use of the park area by the general public is projected to be near capacity.

Food Service: Non-profit, fraternal organizations, schools and churches are exempt for one-day-a-week events or meals. No food service license is required. All other public food events (one or more days) must be licensed by the local health district office. See <http://adminrules.idaho.gov/rules/current/16/0219.pdf> (Idaho Food Code).

PLEASE PRINT

Name of Event: Spring Run
Applicant Name: Julia Sanchez
Address: 100 N 4th St
City: BOISE

Date(s) of Use MAY 1, 2021
Applicant Title: EVENT COORDINATOR
State: ID Zip: 83702 Telephone: 201-913-9020

I HEREBY ACCEPT THE PERMIT SUBJECT TO ALL THE TERMS AND CONDITIONS IMPOSED UPON ITS ISSUANCE.

Applicant Signature Julia Sanchez

Date JANUARY 25, 2021

IDPR USE ONLY

Repeat Applicant ☐ Yes ☒ No

Approved Subject to Conditions ☒ Yes ☐ No

Conditions: meeting covid 19 standards April, 2021

APPROVAL

Park/Program Manager

Date

1/25/21

Region Bureau Chief

Date

1-26-21

Operations Division Administrator

Date

Director

Date

Board Chairperson

Date



2019 Novel Coronavirus
[COVID-19]

COVID-19 Safety Planning for Events

CDC strongly encourages event organizers and staff to prepare to the best of their ability for the possibility of outbreaks in their communities. Creating a plan for gatherings and events can help protect you and the health of your event participants and the local community. This template was developed to assist organizers in their effort to plan a safe event.

Please refer to the CDC's Considerations for Events and Gatherings for recommended actions for preventing the spread of COVID-19 at gatherings and events.

<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>

Event Details:

Event Name

Spring Run

Event Location (address)

Eagle Island State Park - 165 Eagle Island Pkwy, Eagle, ID 8361

Party responsible for organizational oversight (Name(s), Address, Phone, Email)

Cae Odell - 106 N 6th Ste. Boise, ID 83702 - 208.859.8520 cae@thegoagency.com

Julia Sanchez - 106 N 6th Ste. Boise, ID 83702 - 201.913.8026

julia@thegoagency.com

Event Date(s) (start/end)

May 1, 2021

Anticipated number of attendees (per day and total)

500

Safety Measures:

Compliance with the local public health order. Please describe how your event meets stipulations of the order pertaining to gatherings. <https://www.cdh.idaho.gov/dac-coronavirus-order.ph>

For employees, volunteers, performers, actors, players

Symptoms checked (checklist or verbal), including temperature checks when feasible.

Face coverings are worn in settings where other social distancing measures are difficult to maintain.

Ensure that face coverings are available.

Provide accommodations to high-risk employees & volunteers; minimize face-to-face contact, assign tasks that allow these individuals to maintain a 6-foot distance from other employees or customer.

Comply with physical distancing and hygiene guidelines.

Social Distancing. A 6-foot distance must be maintained between household groups at all times including while seated, limiting the number of people in a confined area to enable adequate distancing at all times. Congregating at any point should be avoided. Please describe your plan to maintain appropriate social distancing throughout the event.

- Because the main venue is so large (546 acres) we will have the ability to host an after event which will feature chalk outlined circles scattered around the venue.
- The circles will be 6-8 ft in diameter, with 6-8 ft of distance between each circle. Attendees, staff, contractors, and security will be required to wear masks whilst at the main venue area. Masks, hand-sanitizer, and gloves will be made available for all attendees at no cost.
- Attendees are required to wear masks while in public and around different groups. Floor decals will be used at the venue to help direct the flow of traffic to avoid congestion and keep social distancing guidelines in place.
- The Go Agency will have security attending the event to help remind attendees of the rules and help enforce the rules when necessary.

Attendees at Increased Risk for contracting COVID-19. Consider establishing a separate time for higher-risk groups to come in without pressure from crowds and/or separate entrances and queues, please describe your plan to accommodate higher-risk attendees.

- High-risk audiences will be encouraged not to participate in the event for their own safety, but in the case that high-risk attendees do participate, there will be a completely separate registration booth 12ft away from the main registration booth to accommodate their sign-in. Additionally, attendees who are considered to be higher risk, will be sent out in different intervals than non-high-risk attendees.

Signage and Messages. Maintain signage to remind and help individuals stand or sit at least 6 feet apart, wear mask or face covering, practice good hand hygiene, and stay home if sick or symptomatic.

- Floor decals will be used at the venue to help direct the flow of traffic to avoid congestion and keep social distancing guidelines in place.
- Additionally, the Go Agency will have security attending the event to help remind attendees

- of the rules and help enforce the rules when necessary.
- Floor decals will be placed on the ground to help keep attendees separated while in line during registration. This line will be 10 spots deep.
- In addition to having directional signs along the routes, there will also be signage about social distancing and respecting others space.

Please describe your plan to maintain signage including the number of anticipated signs as well as locations. Please describe what additional messaging will be implemented.

- Our anticipated number of signage (relating to COVID and Safety) will be around 50 signs between the main venue and the course trails. Additional messages will include directional arrows for the course, mile markers, water & aid stations.

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

AGENDA
Idaho Park and Recreation Board Teleconference
February 25, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Management Agreement for Lake Cascade State Park with the Bureau of Reclamation and Middle Snake Field Office.

ACTION REQUIRED: Board Action

PRESENTER: Garth Taylor

PRESENTATION

BACKGROUND INFORMATION:

The state park designation came to Lake Cascade through a 20-year management agreement with the US Bureau of Reclamation (BOR) in 1999. A short-term extension was signed in 2017, which was set to expire in 2023.

BOR and IDPR desire to continue administration, development, operations, and maintenance of recreation facilities at Lake Cascade according to the terms of this proposed agreement, in order to provide for public use and enjoyment of the park consistent with authorized uses. Recreation facilities, and related responsibilities pursuant to this management agreement. (See attached)

The renewal of this long-term management agreement will also allow IDPR to further explore the interest of a public/private agreement for the development of marina facilities, located within Lake Cascade State Park managed properties. The concept of the development of marina facilities has long been identified by recreationists, private entities, and IDPR staff as a needed and desired service and amenity on the Lake. For several years, a temporary concession permit with Tamarack Resort for a small waterfront service has been authorized at the Poison Creek unit of the park. This service has proven to be a viable amenity by our visiting public. The renewal of this management agreement will allow staff to further consider proposals for the development of marina facilities within the park. The term of this Agreement shall be TWENTY-FIVE (25) years. Agreement No. 21-07-11-L5422.

STAFF RECOMMENDATIONS:

Staff recommends approval of the Management Agreement for Lake Cascade State Park with the Bureau of Reclamation and Middle Snake Field Office.



— BUREAU OF —
RECLAMATION

MANAGEMENT AGREEMENT
FOR LAKE CASCADE STATE PARK

WITH

STATE OF IDAHO, DEPARTMENT OF PARKS
AND RECREATION

Agreement No. 21-07-11-L5422

MIDDLE SNAKE FIELD OFFICE

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MANAGEMENT AGREEMENT BETWEEN THE UNITED STATES OF AMERICA,
BUREAU OF RECLAMATION, AND THE STATE OF IDAHO, DEPARTMENT OF PARKS
AND RECREATION, FOR THE ADMINISTRATION, DEVELOPMENT, OPERATIONS,
AND MAINTENANCE OF LAKE CASCADE STATE PARK

1. AUTHORITIES

This MANAGEMENT AGREEMENT is made by and between THE UNITED STATES OF AMERICA, acting through the Department of the Interior (DOI), Bureau of Reclamation, herein referred to as “Reclamation”, and the STATE OF IDAHO DEPARTMENT OF PARKS AND RECREATION, herein referred to as “Partner”, pursuant to the statutory authority and discretion of Reclamation and Partner. This Management Agreement is made in accordance with the Act of June 17, 1902 (32 Stat. 388) and all acts amendatory thereof and supplementary thereto, collectively referred to as Federal Reclamation Laws; the Federal Water Project Recreation Act of July 9, 1965 (Public Law 89-72, 79 Stat. 213), as amended by Title XXVIII of the Reclamation Recreation Management Act of October 30, 1992 (Public Law 102-575, 106 Stat. 4690-4693); and the laws and authority of the State, Idaho Code, to the extent consistent herewith.

WHEREAS, Lake Cascade (formerly Cascade Reservoir) was constructed as part of the Payette Division of the Boise Project, authorized on June 30, 1942, for the primary purposes of power generation and irrigation; and

WHEREAS, under the authority of Public Law 89-72, Reclamation is authorized through the Secretary of Interior to arrange for the operation and maintenance (O&M), of recreation facilities by a non-federal public entity; and

WHEREAS, this Agreement supersedes Contract Number 09-07-10-L1534, and preceding agreements under which the Partner has managed the full scope of resources included in this Agreement, and Reclamation and the Partner (collectively called the parties), desire to continue administration, development, operations, and maintenance of recreation facilities at Lake Cascade according to the terms of this Agreement, in order to provide for public use and enjoyment of the park consistent with Project purposes and authorized uses.

NOW, THEREFORE, Reclamation and the Partner agree as follows:

2. KEY DEFINITIONS

Where used in this document:

- (a) ADO&M: administration, development, operations, and maintenance activities, acts, or processes used to manage and/or enhance resources and facilities, provide public recreation opportunities, and keep facilities and equipment in good repair and usable condition.
- (b) Annual Administration and Work Plan: A comprehensive plan including details of administrative, development, operations, and maintenance activities and projects to be implemented or completed during a specific year to ensure public health, safety, and compliance with environmental and accessibility standards and/or the terms of this agreement.
- (c) Capital Improvement: The addition of a permanent structural change or the restoration of some aspect of a property that will either enhance the property's overall value, increase its useful life, or adapt it to a new use.
- (d) Deficiency: A state of non-compliance with this agreement; a state of non-compliance with accessibility, environmental, or health and safety standards; or a facility or site condition rated less than "fair" and/or in need of repair.
- (e) Exclusive use: Any use which excludes public access or other appropriate public uses or users for extended periods of time. May involve structures or other improvements used for recreational or residential purposes, which are not associated with the official management of a Reclamation project. Includes those uses described in Reclamation's Code of Federal Regulations (CFR) Title 43 Part 429 and those uses currently defined in 43 CFR Part 21. Examples of Exclusive Use include, but are not limited to: boat docks, piers, moorings, launching ramps, floating structures, cabins and cabin sites and associated improvements, structures, roads, and sites for activities such as hunting, fishing, camping, and picnicking that attempt to exclude general public access, or amenities that are determined by Reclamation to be Exclusive Use. This excludes the operation, maintenance, and replacement of Project Facilities by Reclamation and the water districts, as authorized under Federal law and contract, and any valid existing or authorized rights of use on the Federal Estate.
- (f) Federal Estate: Federal land, facilities, and water areas under the primary jurisdiction of the Department of the Interior, Bureau of Reclamation. Includes lands acquired in fee title by the United States for use by Reclamation or withdrawn from the public domain for Reclamation project purposes and are those lands transferred for management under this agreement and shown on the maps in Exhibit A.
- (g) Fixed Asset: Any structure, fixture, Reclamation project facility, Recreation Facility, or Capital Improvement affixed or permanently attached to the Federal Estate. Includes

pieces of installed equipment that are necessary to the operation of a certain facility (restrooms, shower buildings, fences, barriers, roads, utility lines, etc.).

- (h) Good repair: A state of safe and functional use, integrity, and longevity through use of appropriate actions including controlled maintenance, standard operating procedures, operation and maintenance according to manuals, etc. This definition includes compliance with Federal, State, and local health, safety, accessibility, and environmental standards.
- (i) Management Agreement: a contractual agreement between Reclamation and a non-federal public partner that outlines each party's duties and responsibilities and establishes a management relationship that provides public recreational uses and services on Reclamation lands and waterbodies.
- (j) Mutually Agreed: both parties' officially designated representatives are in agreement on a proposed action; such agreements shall be in writing.
- (k) Partner: State of Idaho, Department of Parks and Recreation acting by and through the Director or his/her duly authorized representative(s) as the entity responsible for ADO&M.
- (l) Project facilities: those water diversions, collection, storage, and carriage facilities, and appurtenant ancillary facilities built under the Reclamation project authorizing acts to fulfill the primary purposes of those acts.
- (m) Recreation facilities: those improvements constructed or installed for recreational use by the public or for support of such recreational use. Said facilities may include, but are not limited to, buildings and other developments and items such as campgrounds, picnic areas, restrooms, boat ramps and docks, electrical lines, water systems, roads, parking areas, sewer systems, signs, trash receptacles, boundary and interior fencing, etc.
- (n) Recreation Management Area (RMA): all or any part thereof, of the Federal Estate for which management of recreation and recreation facilities is transferred pursuant to this Agreement.
- (o) Revenues: all receipts which the Partner or its third-party contractors are permitted to collect including, but not limited to, use fees, charges, sales receipts, and rents charged for public recreation use of the RMA.

3. TRANSFER OF RESPONSIBILITY

Reclamation hereby transfers to the Partner, subject to the provisions of this Agreement, and the Partner hereby accepts responsibility for the Administration, Development, Operations, and Maintenance of public recreation, recreation facilities, and related responsibilities pursuant to this Agreement as shown in [Exhibit A](#), attached hereto and made a part of this Agreement.

IDPR shall assume ADO&M of the Crown Point Trail, provided, that IDPR's ADO&M responsibilities shall not include repair and remediation of those areas of existing erosion, as indicated upon the map attached hereto as [Exhibit B](#); once repair and remediation of those areas of existing erosion is completed to IDPR's satisfaction, the costs of preventing and controlling future erosion shall be equally shared by IDPR and Reclamation.

The RMA and responsibilities transferred under this Agreement may be expanded or reduced with a written modification to this agreement by the parties.

4. DESIGNATED REPRESENTATIVES

The parties hereto agree that the Designated Representatives for administration of this Agreement are as follows:

Area Manager
Snake River Area Office
Bureau of Reclamation
230 Collins Road
Boise, Idaho 83702
208-383-2200

Director
Idaho Department of Parks and Recreation
5657 Warm Springs Avenue
Boise, Idaho 83716
208-334-3741

Or as may be further delegated in writing by Reclamation's Area Manager, Snake River Area Office, or the State of Idaho, Director of Parks and Recreation.

5. TERM OF AGREEMENT

The term of this Agreement shall be TWENTY-FIVE (25) years. This agreement is effective on the date it is fully executed and signed by both parties under [Article 37](#) and shall terminate twenty-five years later, unless terminated sooner as provided herein. During the last two (2) years prior to expiration of this Agreement, the parties hereto shall, in good faith, attempt to negotiate a new Management Agreement.

6. MODIFICATION OF AGREEMENT

- (a) This Agreement may be modified, amended, or superseded at any time during its term upon Mutual Agreement by the parties.
- (b) If any portion of this Agreement is rendered null and void by applicable laws, regulations, Executive Orders, court rulings, etc., all remaining portions of this Agreement shall remain in full force and effect, provided the voided portion or portions do not affect the primary purposes of this Agreement.

7. TERMINATION

- (a) Upon termination of this Agreement, all rights and obligations of the parties under this Agreement will cease, except for those listed under Article 7.(b). Termination may occur under the following conditions:
 - (1) Upon expiration of the term of this Agreement, as provided in [Article 5](#);
 - (2) Immediately, when the Partner is deemed to have undertaken, or allowed a third-party or contractor to undertake, any illegal activity on federal lands;
 - (3) When either party serves written notice of termination of this Agreement upon failure of the other party to correct any default or contract violation of the other party within one hundred-twenty (120) calendar days following the specific written notice of the breach or violation;
 - (4) If the Partner fails to provide adequate funding to enable it to carry out its obligations under this Agreement, the partner may give written notice that this agreement shall terminate on a certain date at least one hundred-twenty (120) days after the date of notice; or
 - (5) When the Partner has given Reclamation a minimum one hundred-eighty (180) days written notice of its intent to terminate the Agreement without cause;
 - (6) If a title transfer or sale of all or any part of the RMA should take place.
- (b) Close-out in the event of termination will be as follows:
 - (1) Reclamation will conduct a financial status review, an asset inventory and ownership verification, and a Comprehensive Condition Assessment (CCA). Reclamation will identify those assets necessary for continued management of the RMA and develop a written close-out plan within 60 days of notification of termination from either party.
 - (2) If the Partner has given official notice to Reclamation to end the Agreement, then prior to the expiration or termination of the Agreement, all fixed assets for which the United States does not hold title or does not wish to keep as part of the RMA, and all personal property will be removed by, and at the expense of, the Partner.
 - (3) In all cases of termination initiated by Reclamation, all personal property not needed for salvage, demolition, or required maintenance operations must be removed from the Federal Estate by and at the expense of the Partner within 30 days of the expiration or termination of this Agreement.

- (4) In all cases of termination initiated by Reclamation, within 180 days of termination, the Partner, at its sole expense, shall remove all fixed assets that were exclusively financed, constructed, or installed by the Partner or third-party contractors, except for assets designated by Reclamation for purchase at current market value. Title to federally cost-shared fixed assets is vested with the United States, and no compensation is authorized.
- (5) During the 180 days prior to termination (if the Partner provides 180 days written notice) or in other cases, after expiration or termination, the Partner will maintain the RMA in a workmanlike manner, with turf mowed, refuse removed, and free of health and safety hazards.
- (6) The Partner and third-party contractors shall restore the land formerly occupied by fixed assets to its original condition, as deemed satisfactory by Reclamation.
- (7) The Partner will advise Reclamation's Designated Representative in writing when salvage and asset removal is completed.

8. TITLE TO LAND, IMPROVEMENTS, EQUIPMENT, AND RESTORATION

- (a) The United States shall be vested with title to land and Fixed Assets within the RMA that were cost-shared under a financial assistance grant pursuant to 16 U.S.C. §§460l-12 – 21. Fixed Assets on the Federal Estate that were funded, in part or in whole, through federal financial assistance shall remain the property of the United States. Fixed Assets that were funded entirely by the Partner shall remain the property of the Partner.
- (b) The Partner shall keep a current and accurate property record and inventory of all Recreation Facilities and Fixed Assets installed or constructed within the RMA and Personal Property purchased with Federal Funds for use at the RMA pursuant to this Agreement.
- (c) Except as otherwise provided in this Agreement, property, equipment, and supplies acquired with Federal Funds pursuant to this Agreement shall be managed in accordance with Office of Management and Budget Circular A-102, or superseding document.
- (d) The Partner shall keep a current and accurate inventory of any Fixed Assets installed or constructed solely at its own expense or at the expense of its contractors, subcontractors, Concessionaires, and permittees and shall provide Reclamation such inventory on an annual basis so that Reclamation inventory records can be maintained accordingly. Upon termination of this Agreement, Reclamation may purchase at Fair Market Value those Fixed Assets determined necessary for the future operation and maintenance of the area, provided the Fixed Assets were exclusively constructed or financed by the Partner or the Partner's contractors, subcontractors, Concessionaires, or permittees.
- (e) For a period of one hundred eighty (180) days after termination of this Agreement or such longer period as may be determined by Reclamation to be reasonable, the Partner, the Partner's contractors, subcontractors, Concessionaires, or permittees shall have the privilege of salvaging or removing Fixed Assets installed or constructed at their sole cost or expense. Such structures and facilities must have been determined to not be necessary for the continued operation and maintenance of the RMA. After the expiration of such period, the title to all such remaining structures or facilities financed exclusively by the

Partner, the Partner's contractors, subcontractors, Concessionaires, or permittees shall vest in Reclamation. The Partner, its contractors, subcontractors, Concessionaires, and permittees shall restore the land occupied by such removed structures or facilities to its original condition as determined to be satisfactory to Reclamation.

9. ADMINISTRATION, DEVELOPMENT, OPERATIONS, AND MAINTENANCE

The Partner shall be responsible for the Administration, Development, Operations, and Maintenance (ADO&M) of public recreation, recreation facilities, recreational use, and other related responsibilities of the RMA in accordance with the following:

- (a) The Partner shall ensure that land use and administration of the RMA shall conform to all applicable Federal laws, Executive Orders, regulations, and policies. When variations exist in Federal laws, Executive Orders, regulations, and policies, the most stringent shall be the required standard.
- (b) The Partner shall exercise its law enforcement authority within the RMA, as staffing resources allow, to maintain and preserve law and order and to protect the Project facilities, resources, and lands. The Partner shall, within the limits of its authority, adopt such rules and regulations for the recreational use of the RMA as necessary and desirable to protect the health and safety of visitors, preserve law and order, and protect the RMA. Said rules and regulations shall be consistent with applicable federal, state, and local laws, regulations, and policies currently in place or as may be adopted in the future, including those referenced in Appendix 1.
- (c) Manage, maintain, and operate all RMA facilities in good repair and in accordance with approved Annual Administration and Work Plans for scheduled tasks, in accordance with [Article 29](#).
- (d) The Partner will install appropriate signage for any latent or dangerous conditions.
- (e) The Partner shall not remove trees without Reclamation's prior written approval, with the exception of trees that create an immediate safety hazard. In accordance with [Article 17.\(d\)](#), Partner will report, in writing, to Reclamation any emergency actions that are taken to remove hazardous trees within ten (10) calendar days.
- (f) Prohibit the following activities, in accordance with the Code of Federal Regulations 43 CFR Part 423, unless such activities are expressly authorized by Reclamation's Designated Representative: off-road vehicle travel, metal detecting, and exclusive use; placement of memorials, markers, vases or plaques; and burial, scattering, or depositing of human or animal remains in the RMA.
- (g) Receive Reclamation's written approval for any activity that departs from existing uses of the RMA, including any activity that would involve ground disturbance or modification to the environment.
- (h) Integrate the following practices into its planning process:
 - (1) Ensure that new construction, relocation, or retrofitting of all improvements and any programs provided within the RMA comply with federal, state, and local laws regarding the accessibility of facilities and programs. This includes, but is not limited to, the laws listed in [Article 13](#).

- (2) Submit signed professional construction drawings for all new, replacement, or upgraded facilities for Reclamation's review and written approval. This submission must include a dimensioned drawing of the proposed project, including location, structural details, bill of materials, construction notes, and a description of how the project would be completed.
- (3) Develop, manage, and maintain all facilities in the RMA to minimize adverse environmental consequences.
- (4) No modifications of the environment or activities that will cause ground disturbance shall be undertaken without Reclamation's prior written approval and NEPA documentation. The Partner shall submit any necessary environmental reports as requested by Reclamation.
- (5) Obtain all permits required for approval of construction. Any construction, relocation, or retrofits must comply with all applicable building codes and regulations.
- (6) Ensure cultural resources are protected in accordance with the National Historic Preservation Act of 1966, Executive Order 11593, 25 U.S.C. 3001 et. seq. and Public Law 93-921, all as amended or may be amended or superseded, in any proposed actions, beyond those that are Reclamation-approved in existing plans and documents. Archaeological, historical and paleontological sites that may be impacted shall be avoided or adequately mitigated prior to any development. If cultural resources or human remains are exposed during construction or development, disturbance of the soil at the RMA and surrounding area shall cease and Reclamation's Designated Representative shall be notified immediately. Cost of any recovery work, if necessary, shall be borne by the Partner. The Partner shall provide Reclamation with copies of any cultural resource reports concerning previously identified sites. No surface disturbance operations can proceed until these requirements have been met. This provision shall be included in all construction contracts.

10. FEES AND REVENUES

- (a) The Partner may charge recreation use fees and collect receipts derived from sundry sales and recreation related permits and contracts which it issues and administers for activities authorized under this Agreement and/or that are Mutually Agreed to with Reclamation. All fees shall be charged in accordance with federal, state, and local requirements.
- (b) The Partner shall maintain financial records for the RMA to satisfy the requirements of this Agreement in accordance with generally accepted accounting principles. The Partner shall furnish to Reclamation, not later than ninety (90) days following the close of the Partner's Fiscal Year, a financial report of all revenues received and expenditures made for ADO&M of the RMA.
- (c) The Partner shall account for all revenues and expenditures. Revenues received for use of the RMA shall be credited to an RMA-dedicated account to be used for ADO&M, pursuant to this agreement. Cumulative receipts in excess of ADO&M costs shall be credited to the dedicated ADO&M account or returned to Reclamation.

11. FINANCIAL ASSISTANCE AGREEMENTS

- (a) Reclamation may enter into financial assistance agreements with the Partner for cost-sharing of the following activities: planning, development, modification, expansion, operation and maintenance, replacement of recreation facilities, and fish and wildlife enhancement purposes.
 - (1) There must be a formal financial assistance agreement in place between the Partner and Reclamation prior to initiation of any project or activity to be cost-shared.
 - (2) Reclamation may reimburse the Partner for no more than the maximum allowed by Federal law.
 - (3) Reclamation's authorized official(s) will determine whether Reclamation will provide financial assistance, subject to the availability of funds.
 - (4) The Partner is responsible for the full cost of any ADO&M activities for which cost-sharing has not been previously negotiated, approved, and funded through a fully executed financial assistance agreement.
- (b) The Partner will be responsible for costs incurred for ADO&M, subject to partial reimbursement by Reclamation in accordance with the following:
 - (1) Reclamation will provide cost-share monies not to exceed 50% for ADO&M activities under this Agreement.
 - (2) The Partner shall submit invoices according to the terms of a fully executed financial assistance agreement.
 - (3) Reclamation shall pay the Partner the approved invoice amount within 30 days of receipt according to the terms of the fully executed financial assistance agreement.
 - (4) The Partner shall submit annual accounting for ADO&M activities, according to Article 28 of this Agreement and/or according to the terms of the fully executed financial assistance agreement.
 - (5) In the event that any reimbursements for ADO&M total greater than 50% of the annual expenditures, the Partner shall refund an amount equal to the overpayment to Reclamation or apply that amount as a credit to Reclamation's obligation in the next year's budget.
 - (6) Expenses incurred by the Partner to acquire funds outside those typically provided by Reclamation or the Partner shall be considered operational expenses pursuant to this Agreement.

12. CONTINGENT ON APPROPRIATION OR ALLOCATION OF FUNDS

- (a) The expenditure of any funding and the performance of any work by either party as provided for by the terms of this Agreement is contingent on Congress or the Partner making the necessary appropriations or allotment of funds. The failure of Congress or the Partner to appropriate funds, or the absence of any allocation of funds, shall not impose liability on either party.

- (b) If the necessary appropriations and allocations for either party to carry out this Agreement are not made for any federal fiscal year, the parties hereto agree to work out a mutually agreeable and temporary course of action to be followed. If the non-appropriation or non-allocation of the necessary funds on behalf of either party becomes chronic, the other party may give notice of termination of this Agreement pursuant to [Article 7](#).

13. CIVIL RIGHTS ACT

The Partner shall comply with:

- (a) Title VI (Section 601) of the Civil Rights Act of July 2, 1964 (78 Stat.241) which provides that "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving Federal financial assistance," and to be bound by the regulations of the Department of the Interior for the effectuation thereof, as set forth in 43 CFR § 17. The Partner shall obligate its subcontractors, transferees, successors in interest, or any other participants receiving Federal financial assistance hereunder, to comply with the requirements of these provisions.
- (b) The Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 et seq., and the general age discrimination regulations at 45 CFR § 90 which are designed to prohibit discrimination on the basis of age in programs and activities receiving Federal financial assistance, as set forth in 43 CFR § 17. The Partner shall obligate its subcontractors, transferees, successors in interest, or any other participants receiving Federal financial assistance hereunder, to comply with the requirements of these provisions.
- (c) Section 504 of the Rehabilitation Act of 1973, P.L. 93-112, as amended, which states no otherwise qualified individual with a disability shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by or on behalf of Reclamation.
- (d) All federal, state, and local laws and regulations regarding the accessibility of facilities as applicable to existing facilities, new construction, or retrofitting of all improvements and any programs provided within the RMA. This includes, but is not limited to, the following as amended or as may be amended during the term of this Agreement: Section 504 and 508 of the Rehabilitation Act of 1973 (P.L. 93-112, 87 Stat. 394, 29 U.S.C. 794); the Architectural Barriers Act of August 12, 1968 (P.L. 90-480, 82 Stat. 718, 42 U.S.C. 4151 et. Seq.); and the Architectural Barriers Act Accessibility Standards (ABAAS) of July 23, 2004, as supplemented by the Outdoor Developed Areas Final Rule (36 CFR Part 1191) dated September 26, 2013.

14. RESOURCE MANAGEMENT PLAN

The Cascade RMP provides direction in the form of objectives, goals, and management decisions consistent with authorized project purposes to achieve a desired future condition of the area's resources.

The Partner and all third-parties shall comply with Reclamation's most recent RMP for Lake Cascade and its adjacent project lands in the ADO&M of the RMA.

15. LIABILITY AND TORT CLAIMS

- (a) Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Nothing herein shall be deemed to increase the Partner's liability beyond the limitations of the current Idaho Tort Claims Acts (ITCA), to the extent that the Act is applicable. Nothing herein shall be deemed to increase the liability of the United States beyond the provisions of the Federal Tort Claims Act (28 U.S.C. § 1346(b), 2671 et seq.) or other applicable law.
- (b) To the extent required by law, each party agrees to be responsible for any personal injury or property damage arising from the acts or omissions of itself and those of its employees and contractors, provided that said obligations shall be reduced by the proportion of the other party's concurrent negligence, if any. Neither party shall be liable to the other for the acts and omissions of members of the public.
- (c) Nothing in this agreement shall be construed to be an admission of fault or liability, and nothing shall limit the defenses and immunities legally available to each party against the other and third parties.

16. USE LIABILITY PROTECTION

- (a) If the Partner is self-insured, both parties are limited by the respective tort claim laws, and no commercial liability insurance will be required. The Partner shall provide Reclamation with proof of self-insurance.
- (b) If not self-insured, the Partner is required to maintain a property damage, personal injury, and comprehensive public liability insurance policy covering the RMA.
 - (1) The policy will provide restitution for damage or injury to participants, spectators, or both, or to privately owned resources, subject to the limitations of the most current Idaho Tort Reforms Act, and Article VII § 4 of the Idaho State Constitution. Said insurance shall be of sufficient amount to cover, at a minimum, the Partner's liability under the ITCA, or an amount approved by Reclamation if the ITCA does not apply, and shall be consistent with the service, facilities, etc., provided and the potential for injury or damage to life and property.
 - (2) The coverage shall extend to property damage, bodily injury, or death arising out of the operations and maintenance provided by the Partner and/or its employees,

including, but not limited to, the occupancy or use of the lands, structures, facilities, or equipment authorized by this Agreement.

- (3) In order to protect Reclamation from litigation resulting from actions taken or caused by the Partner and/or its employees, **The United States, Department of Interior shall be named as an additional insured on all such insurance policies.**
- (c) Reclamation shall be sent both an authenticated copy of the insurance policy upon execution of this Agreement that identifies the above conditions, and an insurance certificate annually upon policy renewal.

17. INCIDENT REPORTING

- (a) It is the Partner's responsibility to ensure adequate safety, fire suppression, medical evacuation, and search and rescue procedures are developed and in place to adequately respond, suppress, or cooperate in responses to incidents.
- (b) To the extent of its authority, the Partner shall investigate and/or cooperate in the investigation with the agency having jurisdiction, all incidents involving death, serious injury, property damage exceeding \$2,500, hazardous material spills, or other incidents of a serious nature within the RMA.
- (c) The Partner shall make an initial verbal report on an incident to Reclamation within one (1) working day of knowledge of the incident.
- (d) The Partner shall submit to Reclamation's designated representative a written report for all serious incidents:
- (1) Serious injury or death – within four (4) calendar days of verbal notice.
 - (2) Hazardous material spill – within four (4) calendar days of verbal notice.
 - (3) Property damage – within ten (10) calendar days of verbal notice.
 - (4) Emergency actions – within ten (10) calendar days of verbal notice.
- (e) If requested by Reclamation, the Partner will cooperate with federal officials in the defense of any lawsuit arising from incidents occurring within the RMA.

18. VARIATION IN WATER LEVEL

Reclamation manages reservoir levels for multiple legal, contractual, international, practical, and Public Safety considerations. Reclamation makes no guarantees to the Partner with regard to water levels in the reservoir.

- (a) Variation in water level due to emergency, such as potential failure of a storage feature or rapid increase due to extreme weather, will be communicated by Reclamation's designated representative to the appropriate park manager immediately.
- (b) The Park will monitor conditions through publicly available data reported by Reclamation so as to adjust parks operations, including Public Safety boundaries, as appropriate.

19. CONSUMPTIVE USE OF WATER

- (a) The Partner may obtain potable water for visitors either through a third party or its own system constructed as required by state law. Said water shall be suitably treated, sanitary, and provided to the public in a manner that meets existing federal, state, and local health standards.
- (b) If the Partner obtains a water right that meets these requirements, said water, water wells, water supplies, or water rights, except for commercial water sources, shall be obtained in the name of the Partner pursuant to this Agreement and shall be retained for use at the RMA. Upon or before the termination of this Agreement, the water right shall be transferred to Reclamation for continued RMA use.
- (c) Subject to state law and water availability, the Partner may use existing, or obtain additional, water rights to take a nominal amount of water from Lake Cascade for RMA landscaping irrigation without reimbursement to the United States.

20. ENVIRONMENTAL COMPLIANCE

- (a) The State, its contractors, subcontractors, Concessionaires, or permittees, relative to this Agreement, shall be subject to the environmental requirements set forth in Article 20, [Article 21](#), [Article 22](#), and [Article 23](#) of this Agreement.
- (b) Prior to initiating any action pursuant to this Agreement which may cause modification to the environment or ground disturbance, the necessary and appropriate National Environmental Policy Act (NEPA) document will be prepared. Depending upon the nature and extent of the proposed action, Reclamation, the Partner, or a third-party authorized entity (e.g., Concessionaire) will prepare, or pay to have prepared, the NEPA document. Reclamation shall be the final authority as to the adequacy of a NEPA document and approval for implementation of the action.
- (c) The Partner, in cooperation with Reclamation, shall, to the extent authorized by law, implement environmental stewardship measures for the RMA that include reduced energy consumption and greenhouse gas emissions, use of renewable energy, reduction in potable water consumption, and reduction of solid waste. The Partner shall implement recycling and waste reduction measures, where feasible, for the RMA and adopt best management practices for the handling of such.
- (d) When the Partner contemplates any action involving the Federal Estate, which may include but not be limited to: building or installing new facilities (e.g., utilities such as electric, water, sewer, telephone or other communication lines or towers; facilities such as restrooms, vault toilets, fencing, trails, septic sewer systems/leach fields, irrigation lines, roads); replacing, improving, or modifying existing facilities; or enhancement of wildlife habitat or fire fuel reduction, etc., the Partner shall submit a written proposal to Reclamation that shall provide reasonable detail and information for Reclamation to evaluate the proposed project and complete NEPA documentation and project approval.

21. HAZARDOUS WASTE & MATERIALS

- (a) The Partner shall take all steps reasonably necessary by adopting best management practices to protect the safety of persons and property within the RMA from hazardous or potentially hazardous materials. Unlawful use or storage of hazardous materials shall not be permitted on the Federal Estate. See Appendix 2 for lawful usage or storage of hazardous materials.
- (b) The parties hereto and their respective employees, contractors, or subcontractors shall immediately report verbally to the other party's designated representative any known or suspected significant pollution of any nature to the lands, waters, or facilities within or adjacent to the Federal Estate covered by this Agreement.
- (c) Materials that shall not be disposed of on the Federal Estate include, but are not limited to, refuse, garbage, hazardous materials, sewage effluent outside of waste treatment facilities, industrial waste, petroleum products, mine tailings, construction or demolition debris, and pesticides. This includes misuse or use outside of approved programs. Any violation of these provisions by either party or their contractors or subcontractors shall result in grounds for termination of this Agreement in accordance with termination clauses contained in [Article 7](#) of this Agreement, and/or for assessment of penalties appropriate for full and complete remediation and restoration of the Federal resources.
- (d) Any contract or agreement the parties hereto may enter into with a third party pursuant to this Agreement shall contain the foregoing contract provisions of Article 21.(a), (b), and (c), and any additional specifications necessary to protect Federal resources and prevent the pollution of the Federal Estate, waters, and facilities within and adjacent to the RMA.

22. DEBRIS & WASTE REMOVAL

- (a) The Partner shall provide litter control and trash removal in all areas where public recreation use is permitted. The Partner shall properly dispose of all waste, discarded or abandoned items, and debris generated by activities in the RMA, excluding areas controlled by Reclamation. Said waste, debris, etc., shall be disposed of in properly permitted disposal or landfill facilities outside of the RMA. Under no circumstances shall the Partner burn, or allow the burning of, trash or solid waste materials.
- (b) As funding allows, and as local recycling services are available, the Partner shall establish a recycling plan and set-up areas for this purpose. The recycling plan and implementation shall be included in the budget and annual plans.
- (c) Waste reduction practices shall be included as part of ADO&M.
- (d) Use of fire for fuel reduction or vegetation management shall not be initiated without prior approval from Reclamation and acquiring the necessary burn permits. If burning is approved, the Partner will have onsite at the burn location, the necessary fire equipment appropriate to extinguish a fire that may escape the burn site or be caused by drifting fire brands, sparks, etc., and extinguish the remaining embers when the fire is out. Burning will not be allowed during fire bans or windy conditions.

23. NATURAL AND CULTURAL RESOURCE PROTECTION

The Partner shall, in cooperation with Reclamation, take all reasonable measures necessary to:

- (a) Minimize siltation and erosion; protect land and water resources;
- (b) Prevent and suppress fires (including fire fuel reduction, tree and brush thinning, and develop defensible zones around Recreation Facilities and buildings, etc.);
- (c) Participate in the preparation of a wildland fire management plan(s);
- (d) Cooperate in soil and water conservation, cultural resource protection, and fish and wildlife enhancement practices as funding is available;
- (e) Protect against the introduction and spread of noxious weeds, aquatic nuisance species (especially quagga and zebra mussels), aquatic plants, other pests that are detrimental to the RMA, water storage and delivery systems, lands, resources, environment, natural values, agriculture, or public health and safety within the RMA;
 - (1) Use integrated pest management practices for the treatment of noxious weeds and invasive species;
 - (2) Comply with all provisions of federal and state pesticide laws and amendments. Applicators shall meet applicable State training or licensing requirements. Records maintenance shall be in accordance with State requirements and will be made available upon request of Reclamation;
 - (3) Ensure that mixing, disposal, and cleaning shall be done where pesticide residues cannot enter reservoir bodies, storm drains, sewers, or other non-target areas;
 - (4) Aerial application of pesticides is prohibited without prior written consent by Reclamation's Designated Representative;

24. THIRD PARTY CONTRACTS AND PERMITS

- (a) The Partner may contract basic services such as trash removal and disposal, toilet pumping, tree trimming, and similar maintenance services in the RMA without prior review and written approval from Reclamation.
- (b) Reclamation reserves the right and responsibility for the issuance of use authorizations for land use and resource management within the RMA. Reclamation shall, prior to approval, provide the Partner with a copy of any use authorization application within the RMA for review. The Partner shall send written comments to Reclamation's Designated Representative within forty-five (45) calendar days of receipt for consideration during the approval process. Use authorizations shall contain reasonable measures to protect, reclaim, or repair damages.
- (c) The Partner shall not grant rights-of-way, issue agricultural or grazing leases, nor issue permits or licenses for home or cabin sites, for removal of minerals, or for other purposes not expressly authorized in this Agreement.
- (d) Subject to Reclamation's prior review and written approval, the Partner may enter into and administer contracts with third parties to carry out any of the functions relating to recreation and associated ADO&M activities pursuant to this Agreement. Such contracts may include, but not necessarily be limited to, recreation concessions such as resorts, restaurants, retail sales, equipment rentals, and marina facilities.

- (1) All third-party concession contracts must comply with Reclamation Manual (RM) Policy, Recreation Program Management, LND P04 and RM Directives and Standards (D&S) Recreation Program Management, LND 01-03, and meet the requirements of Reclamation's Concessions Management by Non-Federal Partners, D&S LND 04-02, and any applicable policies and guidelines as they may be amended during the term of this agreement.
- (2) The term of third-party contracts shall not extend beyond the term of this Agreement. Said contracts shall provide that in the event of the termination of this Agreement, Reclamation shall not stand-in-stand. In the event an existing third-party contract does not include such language stating that Reclamation will not stand-in-stand, the Partner will amend the contract to include that condition.
- (3) Concessions must prepare annual operation and maintenance plans that are approved by the Partner. Concession contracts must clearly state what these plans will contain. Concession operation and maintenance plans may be subject to NEPA review and approval by Reclamation.
- (4) Concession contracts shall define and authorize only the space necessary to conduct the business activities allowed by the contracts. Concession boundaries must be clearly defined and recognizable by the public.
- (5) Any proposal for new or expansion of existing concession facilities or services must be reviewed, have any necessary NEPA documentation and/or cultural clearances completed, and be Mutually Agreed to by both parties before taking place.
- (6) Title to new fixed assets must be established in the concession contract. Reimbursement of a concessionaire for new fixed assets is the responsibility of the Partner and must be addressed in the concession contract. A concessionaire cannot have interest in a fixed asset that extends beyond the term of this Agreement.
- (7) The Partner shall establish reasonable fees for uses, rights and privileges granted by a concession Contract. The Partner must document that these revenues are used to directly benefit the public in the RMA.
- (8) Sub-concessions tiered off third-party concessions are not authorized.
- (e) The Partner is authorized to issue and administer temporary, short-term special use permits for recreational purposes including commercially guided recreation activities, special events, and small temporary concessions. Such permits must meet all of the following criteria to be exempt from prior Reclamation review and approval:
 - (1) The length of the activity will not exceed 72 hours.
 - (2) The total number of participants will not exceed 1,500.
 - (3) If the activity is commercial in nature, the estimated net profit will not exceed \$10,000.
 - (4) The activity or number of visitors engaged would not cause significant ground disturbance.
 - (5) The activity does not have highly controversial environmental, social, cultural, or political impacts.
- (f) The Partner shall submit all third-party contracts and permits, for activities that fall outside the scope of criteria identified in Article 24.(e), to Reclamation's Designated Representative for review and approval prior to issuance.

- (1) For special use permits and other small concessions, the Partner shall submit to Reclamation for review and approval approximately 30 days prior to the anticipated approval of the permit/contract.
- (2) For Large Concessions, the Partner shall submit to Reclamation for review and approval at least 90 days prior to anticipated award and execution of the contract.
- (3) The time-frame necessary for Reclamation's review and response will depend on the proposed activity and the extent of review required for administrative, environmental, or cultural resources purposes.
- (4) Reclamation may request incorporation of special stipulations into any permit or contract.
- (5) Reclamation shall review and either approve, in writing, or disapprove a contract. Reclamation reserves the right to deny the issuance of any third-party contract or special use permit.
- (g) All third-party contractors and permittees shall provide Reclamation and the Partner with an annual financial statement and a report describing and quantifying all visitation related to its uses of the RMA.
- (h) New, renewed, or modified contracts and permits shall include clauses that prohibit new exclusive use. Any existing exclusive use shall be phased out, according to an established timetable, or removed when the contract or permit is terminated or expires.
- (i) All third-party contracts and permits that may include temporary concessions or special events that are open to the public must meet Federal Accessibility Laws. Temporary facilities used for concessions, tournaments, competitions, or other public events must comply with requirements of the ADA, including the general obligation to provide an equal opportunity to individuals with disabilities to enjoy the services provided. All third-party contracts and permits shall acknowledge the right of Reclamation to terminate, for cause, any contract or permit authorized by the Partner.

25. LIABILITY OF CONTRACTORS, CONCESSIONAIRES, AND PERMITTEES

The United States shall be not held liable for acts of negligence by members of the public or third-party contractors or permittees.

- (a) All third-party contracts and permits shall contain a provision that requires that, to the extent allowed by law, the third party will be held responsible for any personal injury and property damage arising from the acts or omissions of itself and those of its employees and sub-contractors.
- (b) All third-party contractors and permittees operating within the RMA shall be required to carry appropriate liability and property damage insurance in full effect at all times during the term of their contracts. Said insurance shall be of sufficient amount to cover, at a minimum, the Partner's liability under the most current Idaho Tort Reforms Act, if applicable, or in an amount approved by Reclamation, and shall be applicable to the services, facilities, etc., provided and the potential for injury or damage to life and property. **All insurance policies shall provide that the insurance company will have**

no right of subrogation against the United States and shall name the United States, Department of Interior, as an additional insured.

- (c) All third-party contractors must have and maintain an appropriate insurance policy that indemnifies the United States and meets applicable State requirements.
- (d) The Partner shall provide Reclamation with copies of insurance certificates that identify conformance with the above requirements annually.

26. UNAUTHORIZED USE AND TRESPASS

- (a) The Partner has the primary responsibility for identifying and preventing unauthorized uses or encroachments within the RMA.
- (b) In cooperation with Reclamation, the Partner shall take all reasonable measures necessary to investigate and resolve incidents of unauthorized land use, possession, occupancy, resource extraction, or unauthorized encroachment within the RMA. This includes pursuing any legal actions necessary to prevent or prosecute such unauthorized use.
- (c) Resolution of unauthorized encroachments, including boundary disputes, shall be the responsibility of Reclamation.
- (d) The Partner shall notify Reclamation's designated representative of any incidents of unauthorized use, including boundary disputes, within ten (10) calendar days of discovery.

27. RESERVATIONS

The Partner shall coordinate with Reclamation on any ADO&M activities in the RMA that could potentially affect any Reclamation management, operations, or maintenance activities.

The Partner shall not interfere with Reclamation's rights, conditions, and reservations including:

- (a) Existing land uses, rights or interests within the RMA lawfully held by Reclamation or persons or entities not party to this Agreement, or which may be granted by Reclamation under its authority, including as referenced in [Article 24.\(b\)](#) herein.
- (b) The right of Reclamation, its assigns, employees and agents to enter upon the RMA on official business, without charge, to enforce, protect, and exercise the rights of Reclamation, and to protect the rights and property of those not party to this Agreement.
- (c) The right of Reclamation's officers, agents, and employees at all times to have unrestricted access to, passage over, and egress from the RMA, to make investigations of all kinds, dig test pits and drill test holes, to survey for and construct reclamation and irrigation works and other structures incident to Federal Reclamation Projects, or for any purpose whatsoever. Reclamation will make every effort to provide at least 48 hours' notice prior to arrival at the site and keep damages to a minimum.
- (d) Reclamation's right to close the reservoir and/or the RMA, or any portion thereof, to public use whenever Reclamation determines it is necessary in the interest of Project operation, public safety, or national security. Reclamation's Designated Representative

will inform the Partner of any such closure. The Partner will enforce such closure in coordination and cooperation with Reclamation to the extent its resources allow.

- (e) The right of Reclamation, its agents, employees, assigns, contractors, lessees or permittees to remove any and all materials and improvements as necessary for the construction, operation, and maintenance of Project works and facilities from the RMA.
- (f) The right of Reclamation and all its assigns, permittees or lessees to prospect for, extract, and carry on the management of oil, gas, coal, and other minerals, and the right to issue leases or permits to prospect for oil, gas, coal, and other minerals on said lands under the Act of February 25, 1920 (41 Stat. 437), and amendatory acts, the Act of August 4, 1939 (53 Stat. 1187), as amended, and the Act of August 7, 1947 (61 Stat. 913).
- (g) Except in emergency situations, Reclamation shall give written notice fourteen (14) calendar days prior to the exercise of these rights.

28. ANNUAL REPORTS

- (a) The Partner agrees to provide Reclamation an annual year-end Administration Report by April 30th. The annual report shall include the following details:
 - (1) A current inventory of structures and improvements;
 - (2) A financial report showing the breakdown of revenues generated and expenditures directly related to ADO&M of the RMA;
 - (3) List of deficiencies corrected during the reporting period.
- (b) The Partner agrees to annually furnish to Reclamation, upon request, a Recreation Use Data Report (RUDR). This report shall capture recreation facility, visitation, and financial details of the Partner's operations as well as any special use permits or concessions administered by the Partner.

29. ANNUAL ADMINISTRATION AND WORK PLAN

- (a) The Partner agrees to furnish an Annual Administration and Work Plan by February 1st to Reclamation for prior written approval. The Annual Administration and Work Plan shall include the following details:
 - (1) Proposed fee structure;
 - (2) Budget, including projected revenues and expenditures;
 - (3) List of routine operations and maintenance activities to be performed;
 - (4) List of corrective actions to be taken in order to eliminate identified deficiencies;
 - (5) List of extraordinary maintenance or repairs to be completed;
 - (6) List of proposed development and improvement projects;
 - (7) Any new activities or uses proposed within the RMA.
- (b) The Partner agrees to incorporate the following priorities into its annual planning process:
 - (1) Correction of deficiencies related to accessibility or health and safety shall take the highest priority for RMA annual planning.
 - (2) Correction of deficiencies related to facility condition, if rated less than fair, shall take the second highest priority for RMA annual planning.

- (3) No new development or construction shall be approved until all major deficiencies have been corrected or there is a corrective plan of action to address major deficiencies.

30. REVIEW AND EVALUATION OF ADMINISTRATION, DEVELOPMENT, OPERATIONS, AND MAINTENANCE

- (a) The parties hereto shall meet annually, unless the parties agree not to meet, to review and inspect the Administration, Development, Operations, and Maintenance of the RMA.
- (b) Reclamation will conduct a Comprehensive Condition Assessment (CCA) approximately once every five (5) years. This assessment shall include, but is not limited to, compliance with this Agreement, an inspection of facilities, and a review of administration and operations practices. Third-party contracts pursuant to this Agreement will be included in the review.
- (c) Reclamation will perform periodic accessibility reviews to confirm that existing facilities, new or retrofit construction, and all programs provided within the RMA comply with federal, state, and local laws regarding accessibility.
- (d) Deficiencies identified during annual, comprehensive, or accessibility reviews shall be addressed in a timely manner to keep facilities in Good Repair and ensure protection of these resources. Conclusions and recommendations based on such reviews shall provide direction for both annual and long-term planning for the Administration, Development, Operations, and Maintenance responsibilities pursuant to this Agreement. Existing known deficiencies, if any, are listed in [Exhibit C](#) of this Agreement. All deficiencies within the RMA shall be corrected within a Mutually Agreed upon time frame and shall be incorporated into the Annual Administration and Work Plan, as listed in [Article 29](#).(b).

31. EXAMINATION OF RECORDS

- (a) The United States, its assigns, successors, or agents, through any authorized representative, shall have access to and the right to examine and copy any pertinent records of the Partner and/or third-party entities involving transactions related to this Agreement.
- (b) Reclamation's designated representative may at any time request an independent audit of the Partner's financial activities for the RMA. Such independent audit shall be performed at the expense of Reclamation. The Partner shall be responsible for correcting any discrepancies found during such audits at its own cost.
- (c) Reclamation's designated representative may at any time request an independent audit or examination of records of third-party commercial Concessions or other third-party contractors for the RMA. Such independent audit or examination of records shall be performed at the expense of Reclamation. Third-party entities shall be responsible for correcting any discrepancies found during such audits at their own cost.
- (d) Upon request by Reclamation's designated representative, the Partner's auditor or qualified accountant will interpret and clarify the audit pursuant to the Single Audit Act, insofar as it pertains to this Agreement.

32. MISCELLANEOUS PROVISIONS

- (a) The Partner, its agents, Contractors, or Permittees, relative to this Agreement, shall comply with all applicable federal laws, regulations, acts, and executive orders, including those referenced in Appendix 1, without regard to the specific identification herein of such laws and regulations.
- (b) Where variations exist in laws, orders, regulations, rules, policies, and instructions, the most stringent shall be the required standard.
- (c) At the request of the Partner, Reclamation shall provide information on property boundaries, easements, rights-of-way, and United States held land interests on lands administered by the Partner.
- (d) The parties hereto understand and agree that the various terms and conditions within this Agreement apply to the Agreement as a whole, to reduce redundancy, and, except as the context of this Agreement may require, are not to be narrowly defined within the specific Article under which a given term or condition is located.
- (e) Each party hereto shall provide the other party any additional reports or information which may be reasonably requested.

33. NOTICES

- (a) Any written notice, demand, or request, as required or authorized by this Agreement, shall be properly given if delivered by hand, or by U.S. Postal Service postage prepaid, to the Designated Representative of the other party listed in [Article 4](#).
- (b) Both parties hereto are responsible for notifying all affected parties of any subsequent change of address, organizational changes, responsibility adjustments, and other related changes as they take place.

34. OFFICIALS OR EMPLOYEES NOT TO BENEFIT

No member of or delegate to Congress or Resident Commissioner, and no officer, contractor, subcontractor, or employee of the Executive, Legislative, or Judicial Branch of the Federal government, or official employee of the State shall be admitted to any share or part of this Agreement or to any benefit that may arise herefrom.

35. DISPUTE RESOLUTION

In the event the Designated Representatives cannot agree on a proposed action within thirty (30) days, or longer period if agreed to by the parties, the proposed action shall be remanded to the Director of Parks and Recreation and Snake River Area Office Area Manager. If there is still no agreement within an additional thirty (30) days, the Director of Parks and Recreation may request a review of the proposed action by Reclamation's Pacific Northwest Regional Director.

If no agreement is reached within the following 30 days, either party may request a formal, nonbinding arbitration process. Each party will select one member for the arbitration panel and together these two members will select the third (neutral) panel member. If either party disagrees with the majority arbiters' recommendation, it may file an appeal with the Secretary of the Interior or his designee under 43 CFR part 4, Subpart G, at its own expense. The Secretary's determination will be final and binding. Should this occur, either party shall have the right to terminate this Agreement.

36. SEVERABILITY

Each Article of this Agreement shall be interpreted in such a manner as to be valid under applicable law, but if any Article shall be deemed or determined by competent authority to be invalid or prohibited hereunder, such Article shall be ineffective and void only to the extent of such invalidity or prohibition, but shall not be deemed ineffective or invalid as to the remainder of such Article or any other remaining Articles, or of the Agreement as a whole.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date signed below by Reclamation's Designated Representative,

37. SIGNATORIES

STATE OF IDAHO

By _____
Susan E. Buxton, Interim Director
Department of Parks and Recreation

Date _____

UNITED STATES OF AMERICA

By _____
Melanie Paquin, Area Manager
Snake River Area Office, Bureau of Reclamation

Date _____

EXHIBIT A
Map of Recreation Management Area (RMA)

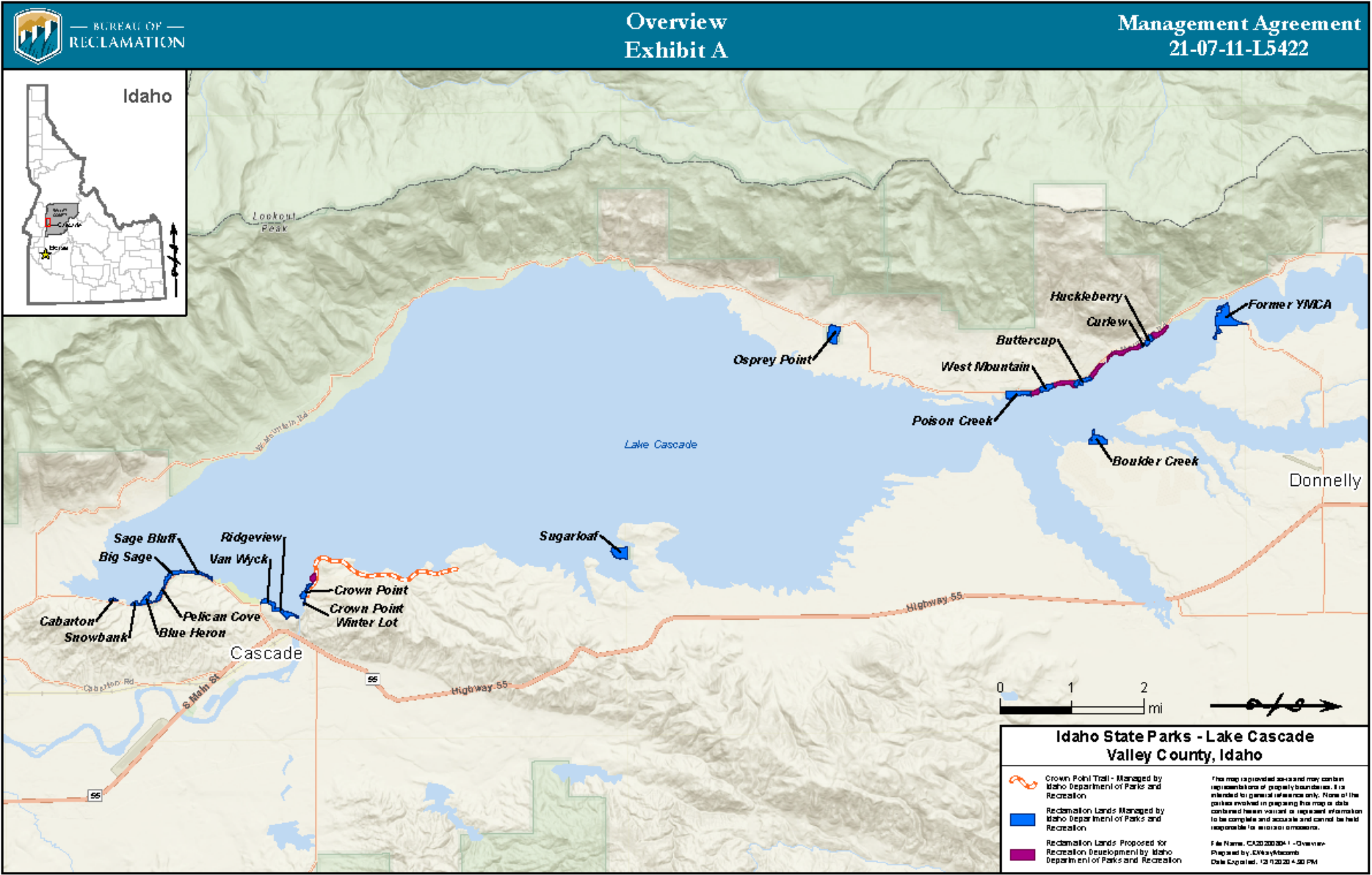






EXHIBIT B
Crown Point Trail Existing Erosion

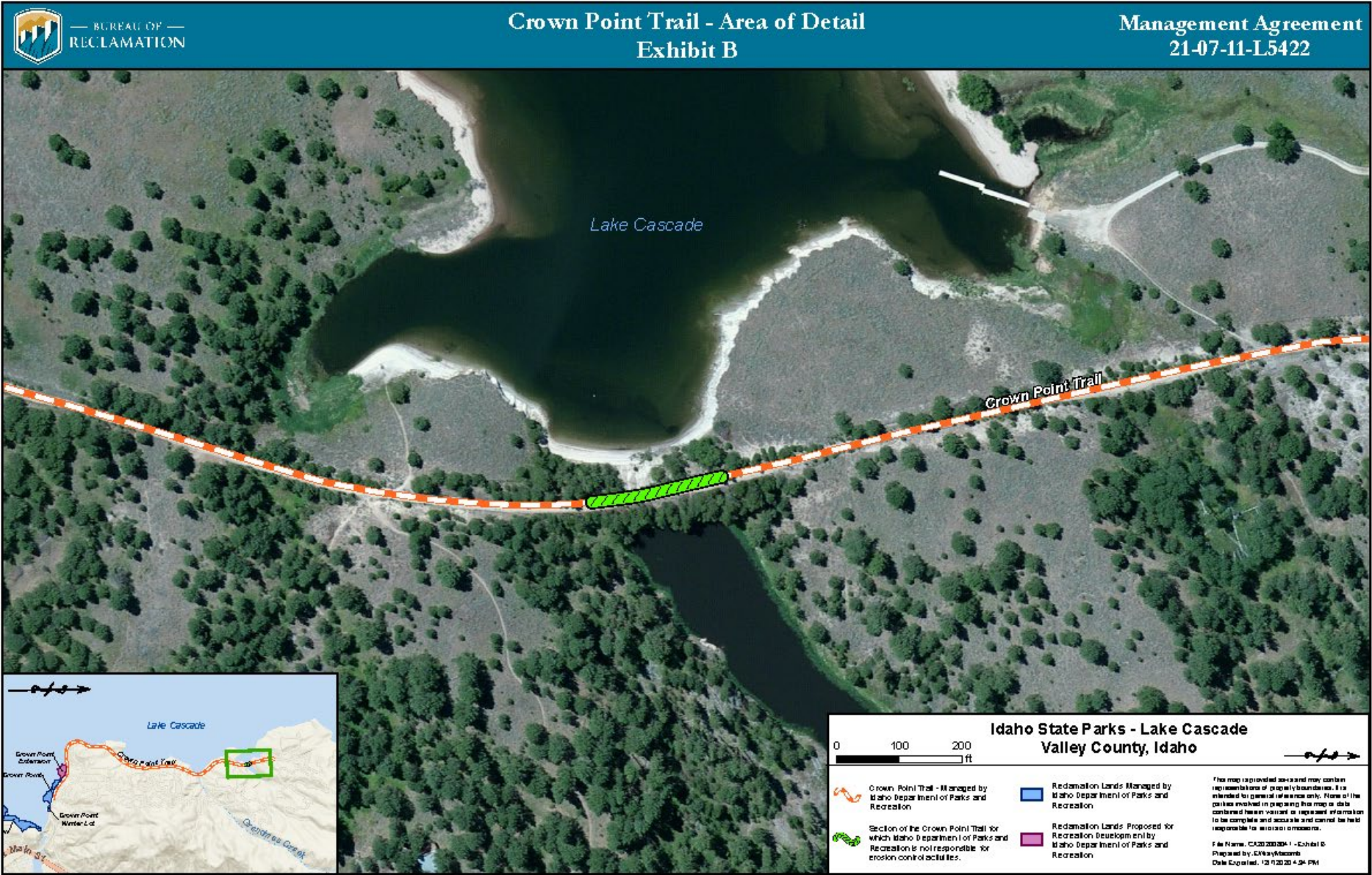


EXHIBIT C

Accessibility Compliance Deficiency List

Site Name	Component	Identifier	Compliance	Deficiencies	Recommendations	Region Coordinator Notes
CAS-Big Sage	Campground	Big sage campground	Deficient	Scoping requires 2 camping unites	Convert pull-through camping unit to accessible unit	17 camp sites; 4 pull through, 10 back-in, 2 companion back-in, 1 host. Camping units must be dispersed and provide an accessible unit of each type offered.
	Camping Unit	Pull Through	Deficient	No accessible pull-through site	Install fully accessible pull-through site	
	Camping Unit	Back-in #224	Deficient	Table and grill surfaces no longer firm and stable	Install firm and stable surface at table and grill location.	
	Camping Unit	Camp host	Deficient	No firm and stable surface to water sources	Install level firm and stable surface at water sources.	
	Curb Ramp	1st Double CXT	Accessible			
	Curb Ramp	2nd Double CXT	Accessible			
	Curb Ramp	3rd Single CXT	Accessible			
	Fee Station	2 Fee tubes	Accessible			
	2 Kiosk	Campground entrance & Day Use Area	Accessible			
	Parking Space	2 Van spaces serving Shelter	Accessible			
	Parking Space	Van space serving CXT in Campground	Accessible			
	Parking Space	Van Space serving CXT Single Unit	Accessible			
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground. 20% of the picnic sites must be accessible
	Service Area	Garbage & Wood sales	Accessible			
	Shelter	Group Picnic Shelter	Deficient	No firm and stable surface to firepit/grill; no accessible fire pit/grill; only one wheelchair space	Install level firm and stable surface at firepit/grill; provide 36" around all usable sides of the picnic tables; provide 1 accessible space every 24 linear feet of usable table surface and positioned for forward approach.	12 picnic table and only 1 space for wheelchair use
	Toilet Vault	2 CXT Double Units	Accessible			
	Toilet Vault	1 CXT Single Unit	Accessible			
	Walking path	Asphalt waling path	Deficient	Waste bin placed on walking path	Ensure dumpster is moved back into correct position off the walking path	
	Walking path	Asphalt Shoreline Path	Deficient	Asphalt degrading in many places causing firm, stable and transition issues.	Repair degraded asphalt to provide 5% slope, 2.08% cross slope and no more than 1/4" transition.	
	Walking path - Beach Access	Beach access	Deficient	No firm and stable surface	Install beach access trail from walking path to shoreline	
	Water Source	At 1st CXT	Deficient	Curb ramp flare impedes clear ground space	Move water source so there is a 72" x 48" firm and stable surface and water spout is 11-12" from rear center of the long side of space.	
	Water Source	At Shelter	Accessible			
	Water Source	At Single CXT	Accessible			
CAS-Blue Heron	Camping Unit	Tent Camping	Deficient	No accessible tent site provided	Install accessible tent camping unit	
	Camping Unit	Host	Deficient	No walkway or firm and stable surface between asphalt and concrete pad at utility hook-up; no firm and stable at table and grill	Install walkway and level firm and stable surface between asphalt and concrete at hook-up area; install level firm and stable surface at table and grill area	
	Dock	Blue Heron	Accessible			
	Entry Station	Blue Heron	Accessible			
	Exhibit	Near Entrance	Accessible			
	Kiosk	Near Entrance	Accessible			

	Kiosk	Life vest	Deficient	No level firm and stable surface to kiosk; 4" curb in front of kiosk; vest hooks over 48" high	Move kiosk next to curb and lower so hooks are at 48" high.	
	Parking Space	Van space at CXT	Deficient	No van accessible sign	Install van accessible sign	Striping starting to fade
	Parking Space	Car parking at entrance	Accessible			Striping starting to fade
	Parking Space	Van parking at entrance	Deficient	Slope over 2.08%	Level parking space to less than 2.08% slope	Striping starting to fade
	Parking Space	Boat parking	Accessible			
	Picnic Site	Next to entrance Fee station	Accessible			
	Picnic Site	Near entrance behind Restroom	Accessible			
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground. 20% of the picnic sites must be accessible
	Toilet Room, Vault	CXT Double Unit Near Boat Ramp	Accessible			
	Toilet Room w/ stalls Vault	Men side Near Entrance	Deficient	No accessible toilet room	Install accessible toilet room	
	Toilet Room w/ stalls vault	Womens side Near Entrance	Deficient	No accessible toilet room	Install accessible toilet room	
	Walkway	From parking to entrance Restroom to South picnic unit near Entrance	Accessible			Vegetation growth starting to create transition issue on walking path
	Walkway	Continuation from Accessible picnic to South end tent camping units	Deficient	2" transition gaps due to cracks and vegetation	Repair asphalt along footpath	
	Walkway	From entrance parking to fee station, kiosk, exhibit, and picnic site	Accessible			
	Walkway	Parking to CXT	Accessible			
	Walkway	From CXT parking to dock	Deficient	Severe slopes over 5%	Install accessible route from parking to docks	
	Walkway	From parking to tent units	Deficient	No accessible route to accessible tent unit	Install accessible route to tent unit	
	Walkway	Shoreline path	Deficient	Asphalt degrading creating gaps and transition issues over 1"	Remove vegetation and repair asphalt so transitions are less than 1/4"	
	Water Source	Water sources along walking path	Deficient	No firm and stable surface at water source; 3" lip between asphalt and wooden edging	Install 72" x 48" firm and stable surface so that water spout is 11-12" from rear center of the long side of space.	
	Waste Receptacle	#3, near entrance	Accessible			
CAS-Boulder Creek	Dock	Boat Dock & Ramp	Accessible			
	Entry Station	Fee tube	Deficient	No level firm and stable surface to fee tube or accessible route to feature	Install level firm and stable surface; connect surface with accessible route	
	Kiosk	Signs with fee envelope	Deficient	No level firm and stable surface to kiosk or accessible route to feature	Install level firm and stable surface; connect surface with accessible route	
	Kiosk	Life vest	Deficient	No level firm and stable surface to kiosk; 4" curb in front of kiosk; vest hooks over 48" high; no accessible route	Move kiosk next to curb and lower so hooks are at 48" high.	
	Kiosk	Exhibit	Accessible			
	Parking Lot	Car/Trailer Parking	Accessible			
	Parking Lot	Day Use Loop #1	Accessible			
	Parking Space	Boat trailer parking	Deficient	3% slope	Next O&M of these parking lot must reduce parking space slope to less than 2.08%	Pull through site so no place for sign; signed fully striped indicating accessible parking
	Parking Space	Entrance Restroom Car Parking space	Deficient	No 60" striped access aisle; bushes growing into parking space; no accessible sign	Widen parking space to provide 60" striped access aisle; install reserved parking sign	

	Parking Space	Entrance Van parking near accessible picnic unit	Accessible			
	Parking Space	Next to Boat Launch area restroom	Deficient	No 96" wide striped access aisle; no Van accessible sign	Widen parking space to provide 96" striped accessible aisle; install van accessible reserved sign	
	Picnic Site	Next to boat launch beach area	Deficient	No accessible route around table; drop offs	Widen level firm and stable surface to provide 36" wide access route around table and maneuvering space at grill	Recommend cutting bolts that protrude into wheelchair sitting space under tables for safety.
	Picnic Site	Near entrance restroom	Accessible			Recommend cutting bolts that protrude into wheelchair sitting space under tables for safety.
	Picnic Site	Along trail	Deficient	No clear maneuvering space provided around table and grill	Install larger level pad to provide clear maneuvering spaces around table and grill; install edge protection along drop off area	Recommend cutting bolts that protrude into wheelchair sitting space under tables for safety.
	Picnic Site	South end of walking path	Deficient	No clear maneuvering space provided around table and grill	Install larger level pad to provide clear maneuvering spaces around table and grill; install edge protection along drop off area	
	Program Access, Section 504	Fishing, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground. 20% of the picnic sites must be accessible
	Toilet Room w/ stalls, Men	Near Entrance	Deficient	No accessible restroom	Install fully accessible men's restroom	
	Toilet Room w/ stalls, Men	Near Boat Ramp	Deficient	No accessible restroom	Install fully accessible women's restroom	
	Toilet Room w/ stalls, Women	Near Entrance	Deficient	No accessible restroom	Install fully accessible men's restroom	
	Toilet Room w/ stalls, Women	Near Boat Ramp	Deficient	No accessible restroom	Install fully accessible women's restroom	
	Walkway	Parking to Boat Launch restroom	Deficient	1" lip transition between asphalt and concrete walkway	Repair asphalt to 1/4" transition between asphalt and concrete	
	Walkway	Entrance car and Van parking to restroom	Deficient	Bush growing into walkway	Trim bush to provide 60" clearance along walkway	
	Walkway	Park walking paths	Deficient	Degrading asphalt and tree roots heaving creating 2" transitions along path	Repair asphalt to 1/4" transition	
	Walkway	Beach access	Deficient	No beach access route from asphalt path to water shoreline	Install firm and stable beach access route	
	Water Source	Near Boat Launch restroom & along the trails	Deficient	No level firm and stable surface; 2" lip; no accessible lever type hardware	Install level firm and stable surface and lever type hardware	
	Waste Receptacle	Dumpster	Accessible			
CAS-Buttercup Boat Ramp, Dump Station & Campground	Bench	Shoreline view bench near campsite #128	Deficient	No accessible route; no level surface next to bench		
	Campground	Buttercup	Accessible			28 Back-in RV no utilities camping units, 1 host unit
	Camping Unit	Camp unit 128	Accessible			
	Camping Unit	Camp unit 122	Accessible			
	Camping Unit	Host	Deficient	No access route or level firm and stable surface at utility hook-ups; no level firm and stable surface at table and grill or at wood sales		
	Curb Ramp	Parking to Boat Launch restroom	Accessible			
	Dock	Boat Ramp	Accessible			

	Kiosk	Boat Ramp Kiosk and Pay station	Deficient	No accessible route; no level firm and stable surface at kiosk or fee tube	Install level firm and stable surface at kiosk and fee tube that connects to the asphalt	
	Kiosk	Campground Exhibit	Accessible			
	Kiosk	Campground Kiosk and Pay station	Accessible			
	Kiosk	Life Vest Kiosk at both sites	Deficient	No level firm and stable surface to kiosk; 4" curb in front of kiosk; vest hooks over 48" high; no accessible route	Move kiosk next to curb and lower so hooks are at 48" high.	
	Boat Ramp Parking lot	Boat ramp	Deficient	Requires 2 accessible parking spaces	Install one additional accessible parking space	Approximately 43 spare spaces
	Parking Space	Parking space in front of Campground South Restroom	Deficient	Striping faded to identify accessible space; no striped access aisle; van accessible sign mounted below 60"	Stripe Van accessible space 96" wide; stripe access aisle 96" wide; mount reserved van sign 60" high	
	Parking Space	Parking space in front of Boat Ramp Restroom	Deficient	Sign not mounted over 60" high	Raise accessible van parking signs to 60" high from ground to bottom of sign.	
	Picnic Unit	Day use area behind Campground South Restroom	Deficient	No accessible route; no firm and stable surface at table or grill	Install accessible route to accessible picnic unit; install accessible picnic unit	
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground. 20% of the picnic sites must be accessible
	RV Disposal Station	Between Buttercup and W. Mountain Campgrounds	Deficient	Knob on water source	Replace knob with lever type hardware	
	Toilet Room, Single User	Campground Vault Men's near campsite 122 South restroom	Deficient	No accessible mirror or shelf that is provided in general user stall	Install mirror and shelf	Need directional signs to indicate where accessible toilet room is located
	Toilet Room, Single User	Campground Vault Women's near campsite 122 South restroom	Deficient	No accessible mirror or shelf that is provided in general user stall	Install mirror and shelf	Need directional signs to indicate where accessible toilet room is located
	Toilet Room w/ stalls, Men	Campground Vault North End Men's restroom	Deficient	No accessible stall	Install fully accessible restroom	Accessible restroom on accessible route to all accessible features - meets Section 504 compliance. When O&M is needed, ensure repair is in compliance to ABAAS at time of retrofit
	Toilet Room w/ stalls, Women	Campground Vault North End Women's restroom	Deficient	No accessible stall	Install fully accessible restroom	Accessible restroom on accessible route to all accessible features - meets Section 504 compliance. When O&M is needed, ensure repair is in compliance to ABAAS at time of retrofit
	Toilet Room, Single User	Boat Ramp Vault Men's	Accessible			
	Toilet Room, Single User	Boat Ramp Vault Women's	Accessible			
	Trail	Beach access from Camp unit 128 to shoreline	Deficient	No accessible route to shoreline	Install beach access trail	
	Trail	Between Buttercup and boat launch area	Deficient	Foot bridge over 1" gaps between planks	Reduce gaps between planks to 1/2" with 50% bevel	transition issues over 2" starting to appear
	Walkway	Parking to South Restroom	Accessible			
	Walkway	RR to Campsite 122 & 128	Accessible			
	Walkway	Parking/RR to Dock	Deficient	Asphalt gaps and heaving creating over transition issue	Repair asphalt so the walkway is level, firm and stable	
	Water Source	Between camping unit 122 and 128	Deficient	Hardware requires pinching and twisting of wrist to operate	Install lever type hardware	
	Waste Receptacle	Trash Can #1	Accessible			

CAS-Cabarton	Fee Station	Kiosk and Fee Tube	Accessible			
	Parking Space	Diagonal Van accessible space	Accessible			10 spaces; Striping severely faded
	Picnic Unit	Accessible site	Accessible			
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground. 20% of the picnic sites must be accessible
	Toilet Room w/ stalls	Men's	Accessible			Unable to gain access for review
	Toilet Room w/ stalls	Women's	Accessible			Unable to gain access for review
	Walkway	From parking to restroom, kiosk, and picnic unit	Deficient	3" transition with bevel	Remove speedbump type transition between access aisle and walkway	
	Walkway	Footpath around park	Deficient	Asphalt transition over 1"	Repair asphalt along footpath	
	Waste Receptacle	Near campsite #122	Accessible			
	Waste Receptacle	Grey water dump	Accessible			
	Water Source	Next to accessible picnic unit	Deficient	Requires pinching and twisting of the wrist to operate	Install lever type hardware	
CAS-Crown Point	Campground	Crown Point	Deficient	No directional signage to accessible features; no dispersed accessible camping units	Provide directional signage to accessible camping units; install another accessible campsite in another loop to provide dispersed accessible camping	23 RV camping units; 2 host units; 2 accessible units but not dispersed or provide equal benefit (no overlook to water site)
	Campsite	Camp #8 back-in	Deficient	No firm and stable surface at picnic table and fire pit	Recommend making one of the reservoir overlook sites accessible	Installed 2009
	Campsite	Camp #9 back-in	Deficient	No firm and stable surface at picnic table and fire pit; drop off along parking space	Install firm and stable surface; install guard or curbing along parking space where drop off area is	Installed 2009
	Campsite	Pull-through site (possibly site #21)	Deficient	No accessible pull-through site	Install accessible pull-through site	Accessible campsites are required to be dispersed throughout the campground and provide one of each type of camping unit (back-in, pull through, tent camping if provided within the campground)
	Campsite	Host #5 & #25	Deficient	No level firm and stable surface to utilities, picnic table and grill	Install level firm and stable surfaces	
	Day Use Area	Shoreline day use area	Deficient	No accessible facilities at day use area	Install accessible route from parking to days use area and provide accessible features within area	Grant signed 2017 to install parking, docks and fishing access
	Dock	Docks	Deficient	No accessible parking; No accessible route; stairs; slope exceeds 5%; drop-offs	Install accessible route from accessible parking to mooring docks and fishing access	Grant signed 2017 to install parking, docks and fishing access
	Entry Station	Kiosk and Fee Tube near entrance	Accessible			New 2009
	Kiosk	Information Kiosk near entrance	Accessible			New 2009
	Parking Space	Serving CXT near camp space #9	Deficient	No van accessible sign, striping fading	Install van accessible sign; restripe parking space and access aisle	
	Parking Space	Serving restroom next to camping unit #15	Deficient	No accessible parking space	Install accessible parking space when restroom are retrofitted to meet accessibility.	
	Parking Space	Winter Use Area, near restrooms	Deficient	No accessible parking	Install Van accessible parking space	
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground. 20% of the picnic sites must be accessible
	Ramp	Winter Use Area, near restrooms	Accessible			Installed 2013

	Toilet Room , Double Vault	CXT near accessible camping unit #8	Accessible			Installed 2009
	Toilet Room w/ stalls, Men	Serving restroom next to camping unit #15	Deficient	2" step at door entrance; no accessible stall; no accessible parking	Install fully accessible toilet stall	
	Toilet Room w/ stalls, Women	Serving restroom next to camping unit #15	Deficient	2" step at door entrance; no accessible stall; no accessible parking	Install fully accessible toilet stall	
	Toilet Room w/ stalls, Women	Serving restroom next to host unit #25	Deficient	2" step at door entrance; no accessible stall; no accessible parking	Install fully accessible toilet stall	
	Toilet Room w/ stalls, Women	Serving restroom next to host unit #26	Deficient	2" step at door entrance; no accessible stall; no accessible parking	Install fully accessible toilet stall	
	Toilet Room, Double Vault	CXT Winter Use Area	Deficient	Braille sign located behind swing of door	Move Accessible Brille sign to latch side of door	Installed 2009
	Trail	Beach Access	Deficient	No firm and stable surface from accessible camping to shoreline	Install accessible beach access to shoreline	
	Trail	Near entrance	Deficient	No accessible trail head sign; no accessible parking; kiosk over 10% slope; no 32" access route at gate no firm and stable surface at kiosk	Install accessible trail head sign; install level firm and stable surface at kiosk; install van accessible parking space; install 32" wide opening access to past gate; install level firm and stable surface at kiosk.	
	Walkway	Parking to CXT	Accessible			Installed in 2009, Need to be maintained to keep debris off the accessible routes
	Walkway	Camping unit #8 & #9 to CXT	Accessible			
	Walkway	Parking to Winter Use Area CXT	Accessible			Installed 2009
	Waste Receptacle	Dumpsters	Accessible			
	Water Source	Near CXT	Deficient	No firm and stable surface; requires pinching and twisting of wrist to operate	Install level firm and stable surface; install lever type hardware	
CAS-Curlew	Campground	Curlew	Deficient	No accessible campsites provided at this location	Install accessible campsites and access routes to all camp features	
	Campsite	Tent Site #1	Deficient	No accessible campsite	Install accessible campsite	
	Entry Station	Kiosk and fee station	Deficient	No accessible route; no level firm and stable surface at kiosk or fee tube	Install accessible route and a level firm and stable landing at the information kiosk and fee tube	
	Parking Space	CXT	Deficient	No Van accessible parking; no accessible route, no level landing at each door	Install van accessible parking space; install accessible route; install level firm and stable landings at each door	
	Program Access, Section 504	Fishing, Camping	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Toilet, Single User, Vault	Mens CXT	Accessible			
	Toilet, Single User, Vault	Women CXT	Accessible			
	Walkway	From Camping to Restrooms	Deficient	No accessible route from accessible camp site to restroom	Install accessible route	
	Walkway	Parking to CXT	Deficient	No accessible route from parking to restrooms	Install accessible route	
	Waste Receptacle	#1	Accessible			
	Water Source	Camping #1	Deficient	No accessibel water source provided	Install accessible water source on level landing and with lever type hardware	
CAS-Huckleberry	Campground	Huckleberry	Accessible			
	Campsite	#75 Pull through	Accessible			
	Campsite	#80 Back in	Accessible			
	Campsite	Host	Deficient	No firm and stable surface to utilities, fire pit, and table	Install level firm and stable surface at utility hookups, fire pit and table	

	Drinking Fountain	Fountain #1	Accessible			
	Drinking Fountain	Near #80	Accessible			
	Kiosk	Kiosk and fee tube	Accessible			
	Kiosk	Exhibit	Accessible			
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Toilet Room w/ stalls, Men		Accessible			
	Toilet Room w/ stalls, Women		Accessible			
	Walkway	From campsite to restrooms	Accessible			
	Walkway	From restrooms to drinking fountain	Accessible			
	Toilet Room, Single user	CXT Unisex (R)	Accessible			
	Toilet Room, Single user	CXT Unisex (L)	Accessible			
CAS-Osprey Point (R)	Camp site	Yurt	Accessible			
	Deck	In front of yurts	Accessible			
	Door/Gate Ext.	Into yurts	Accessible			
	Parking Space	Serving CXT and yurts	Deficient	No Van accessible sign	Install Van accessible sign 60" high from ground to bottom of sign	
	Picnic Site	between yurts	Deficient	No level firm and stable surface at picnic table	Install accessible picnic unit	
	Program Access, Section 504	Camping	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Toilet Room, Vault single user	CAS - Osprey point Men's	Deficient	Braille sign located behind swing of door	Install Braille sign next to lever side of door	
	Toilet Room, Vault single user	CAS - Osprey point Women's	Deficient	Braille sign located behind swing of door	Install Braille sign next to lever side of door	
	Walkway	From accessible parking to yurt and fire pit	Deficient	Braille sign located behind swing of door	Install Braille sign next to lever side of door	
	Walkway	From parking to exhibit	Deficient	No accessible route to exhibit	Install firm and stable surface to exhibit and level firm and stable landing at the sign.	
	Water Source	Near parking	Deficient	Hardware requires pinching and turning of wrist to operate	Install level type hardware	
CAS-Pelican Cove Day Use	Parking Space	Parking to service portable toilet	Deficient	No accessible parking space	Install accessible parking space	
	Picnic Unit	Picnic Area	Deficient	No accessible picnic unit provided	Install accessible picnic unit	
	Portable Toilet	Single User Toilet	Deficient	No accessible portable toilet	Provide accessible toilet	
	Program Access, Section 504	Fishing, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Program Access, Section 504	Fishing, boating, picnicking	Deficient	No accessible features provided for program access	Ensure accessible programmatic access is provided to activities and programs offered at this facility	
	Walkway	Parking to toilet, picnic unit and shoreline access	Deficient	No accessible routes provided	Install accessible route to all accessible features	
	Walkway	Beach Access	Deficient	No accessible access over beach to shoreline	Install beach access route to shoreline	
CAS-Poison Creek	Campground	Poison Creek	Accessible			Site reconstructed in 2011

	Camp site	Host	Deficient	No level firm and stable surface at table, fire pit and utilities; water source requires pinching and twisting of wrist to operate	Install level firm and stable surfaces to all camp features; install level type hardware on water source	
	Camp site	#235	Deficient	No firm and stable surface at table and firepit; 1" transition between asphalt and wood divider; no lever hardware on water source	Install level firm and stable surface at table and firepit; remove 1" transition to 1/2" with 50% bevel; install lever type hardware on water source	
	Camp site	#236	Deficient	No firm and stable surface at table and firepit; 1" transition between asphalt and wood divider	Install level firm and stable surface at table and firepit; remove 1" transition to 1/2" with 50% bevel	
	Camp site	#237	Deficient	No firm and stable surface at table and firepit; 1" transition between asphalt and wood divider; no lever hardware on water source	Install level firm and stable surface at table and firepit; remove 1" transition to 1/2" with 50% bevel; install lever type hardware on water source	
	Concession	Concession Rental Building	Deficient	No accessible route to facility; no accessible retail counter	Install fully accessible access to all features provided to the general public	
	Disposal Station	Poison Creek	Accessible			
	Dock	Dock #1	Accessible	Gangway 30% slope; wood platform creates 1" transition	Install level landing for gangway to attach to; install ramp over 1" wood transition	
	Kiosk	Boat Entrance Kiosk and Fee Station	Deficient	No level firm and stable surfaces at the Kiosk and fee station	Install level firm and stable surfaces	
	Kiosk	Life Vest Kiosk	Deficient	No level firm and stable surface and wheel stops create change in level	Remove wheel stops and install level firm and stable surface	
	Kiosk	Exhibit	Accessible			
	Kiosk	Camping Entrance Kiosk and Fee Station	Accessible			
	Parking Space	Serving CXT and Shelter	Accessible			
	Parking Space	Boat trailer parking	Accessible			
	Parking Space	Diagonal Van accessible space serving Boat CXT	Accessible			
	Parking Space	Servicing Comfort Station	Deficient	No accessible sign	Install Van Accessible Sign	
	Parking Space	Diagonal parking space servicing Double Vault CXT	Deficient	No Van Accessible Sign	Install Van accessible sign	
	Picnic Site	Tamarack Picnic table	Deficient	No accessible picnic unit provided	Install accessible picnic unit	
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Shelter	Shelter #1 in picnic area	Accessible			
	Toilet Room, Single User	Boat CXT Vault Restroom	Accessible			
	Toilet Rooms, with Stalls and Shower Rooms	Comfort station	Accessible			Move trash cans away from doors and next to transfer benches
	Toilet Room; Double Vault	Double Vault CXT	Accessible			
	Trail	Concession Beach Access	Deficient	No beach access route from asphalt path to water shoreline	Install beach firm and stable access to water shoreline	
	Trail	Campsite Beach Access	Deficient	No beach access route from asphalt path to water shoreline	Install beach firm and stable access to water shoreline	
	Walkway	From Camping to Comfort Station	Accessible			
	Walkway	From parking to Comfort Station	Accessible			

	Walkway	From parking to Double CXT and Group Picnic Shelter	Accessible			
	Walkway	From parking to Docks and CXT restroom	Accessible			
	Walkway	From parking to Tamarack Concession	Accessible			
	Walkway	From parking to Double Vault CXT	Accessible			
	Water Source	Next to CXT and Shelter	Accessible			
CAS-Ridgeview	Campground	Ridgeview	Accessible			Site reconstructed in 2009
	Camp site	Host	Deficient	No level firm and stable surface at table, fire pit and utilities; water source requires pinching and twisting of wrist to operate	Install level firm and stable surfaces to all camp features; install level type hardware on water source	
	Camp site	Site # 176 back in	Deficient	No firm and stable surface at table and firepit	Install level firm and stable surface at table and firepit	
	Camp site	Site # 177 back in	Deficient	No firm and stable surface at table and firepit	Install level firm and stable surface at table and firepit	
	Camp site	Site # 198 back in	Deficient	No firm and stable surface at table and firepit; no lever hardware on water source	Install level firm and stable surface at table and firepit; install lever type hardware on water source	
	Kiosk	Camping kiosk and fee tube	Deficient	No level firm and stable surface and wheel stops create change in level	Remove wheel stops and install level firm and stable surface	
	Kiosk	Day Use Kiosk and Fee tube	Accessible			
	Parking Space	2 parking spaces Serving Day Use CXT	Accessible			
	Parking Space	Parking space serving comfort station	Deficient	Striping faded to identify accessible space	Restripe space to identify access aisle and space	
	Picnic Site	Day Use	Deficient	No accessible picnic unit provided	Install accessible picnic unit	
	Program Access, Section 504	Ridgeview picnicing, camping, swimming	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicing, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Shower	Campground Comfort Station	Accessible			
	Toilet Room, Single User	Double Vault CXT in Day Use	Deficient	Braille sign located behind swing of door	Install Braille sign next to lever side of door	
	Toilet Rooms, with Stalls and Shower Rooms	Campground Comfort Station	Accessible			Move trash cans away from doors and next to transfer benches
	Family Toilet and Shower room	Campground Comfort Station Family Room	Deficient	Trash can placed within compartment maneuvering space next to water closet	Move trash can out from all maneuvering space	
	Trail	Day Use Beach Access to Shoreline	Deficient	No beach access route from asphalt path to water shoreline	Install beach firm and stable access to water shoreline	
	Trail	Campground Beach Access to Shoreline	Deficient	No beach access route from asphalt path to water shoreline	Install beach firm and stable access to water shoreline	
	Walkway	Shoreline Walkway	Accessible			
	Walkway	From Day Use parking to CXT	Accessible			
	Walkway	From campground parking to Comfort Station	Accessible			
	Water Source	Next to Day Use CXT	Deficient	Requires pinching and turning of the wrist to operate	Install lever type hardware	
CAS-Sage Bluff	Campground	Sage Bluff Campground	Accessible			
	Camp site	Campsite #207	Deficient	No firm and stable surface at table and firepit	Install level firm and stable surface at table and firepit	
	Curb Ramp	At CXT	Accessible			
	Fee Station	Entrance fee tube	Deficient	No firm and stable surface to fee tube	Install level firm and stable surface to fee tube	

	Fee Station	Day Use fee tube	Accessible			
	Kiosk	At Entrance	Deficient	No firm and stable surface to kiosk	Install level firm and stable surface to kiosk	
	Kiosk	Day Use Sign	Accessible			
	Parking Space	Day Use Van space	Accessible			
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Toilet Building	Double CXT	Accessible			
	Waste Receptacle	Garbage disposal	Accessible			
	Water Source	At CXT	Deficient	Curb ramp flare impedes clear ground space	Move water source so there is a 72" x 48" firm and stable surface and water spout is 11-12" from rear center of the long side of space.	
	Water Source	Near Day Use Shoreline path	Deficient	No level surface; 1" transition between asphalt and concrete.	Repair asphalt so transition is less than 1/4"	
	Walkway	Asphalt walkway next to drive lane	Deficient	Asphalt degrading causing transition issues	Repair asphalt in location along accessible route	
	Walkway	Asphalt Shoreline Path	Deficient	Transition over 1" between day us parking and entrance to shoreline path	Repair asphalt so transition is less than 1/4"	
	Walkway	Beach Access	Deficient	No firm and stable surface	Install beach access trail from walking path to shoreline	
CAS-Snowbank	Kiosk	Kiosk and fee tube	Accessible			
	Parking Space	Accessible parking	Accessible			Striping starting to fade
	Performance Area	Group firepit	Deficient	No accessible access route, no accessible fire pit	Install fully accessible fire pit and access route to fire pit	
	Performance Area	Group picnic tables	Deficient	No accessible tables, no accessible route to area	Install accessible group picnic unit	
	Picnic Site	Single Use picnic unit	Deficient	No accessible picnic unit provided	Install accessible picnic unit	
	Program Access, Section 504	Picnic, swimming	Deficient	No accessible features provided for program access	Install accessible picnic units, install accessible group fire pit, install firm and stable beach access to shoreline	Requires 20% accessible picnic site as you repair facilities.
	Toilet Room, Double Vault	CXT	Accessible			
	Trail	Beach access	Deficient	No firm and stable surface from accessible route	Install firm and stable beach access route	
	Walkway	From Parking to Restroom and kiosk	Accessible			
	Walkway	From parking to Picnic units	Deficient	No accessible route to accessible picnic units	Install firm and stable walkway to meet Outdoor Recreation Accessible Route requirements	
	Walkway	Shoreline walkway	Deficient	Slopes over 5%; cross slopes over 2.08%, asphalt breaking up	Install firm and stable walkway to meet Outdoor Recreation Accessible Route requirements	
	Water Source	Accessible water source	Deficient	Hardware requires pinching and twisting of wrist to operate	Install lever type hardware	
CAS-Sugar Loaf	Campsite	Site #34	Accessible			
	Campsite	Site #32	Deficient	No accessible fire pit	Install accessible fire pit	
	Campsite	Site #48	Deficient	No accessible fire pit	Install accessible fire pit	
	Campsite	Site #49	Accessible			
	Campsite	Host site #74	Deficient	No accessible site	Install accessible camp site for host	
	Disposal Station	Station near entry to restrooms	Accessible			
	Dock	Boat ramp docks	Accessible			
	Kiosk	Shoreline entrance kiosk and fee tube	Accessible			
	Kiosk	Campground Kiosk and fee station	Accessible			
	Kiosk	Exhibit	Accessible			

	Parking Space	Parking serving restroom near camp #34	Deficient	No Van accessible sign; striping fading; no striped access aisle	Install van accessible sign; restripe parking space and access aisle	
	Parking Space	Parking serving restroom near camp #49	Deficient	No Van accessible sign; striping fading; no striped access aisle	Install van accessible sign; restripe parking space and access aisle	
	Parking Space	Boat Trailer Parking	Accessible			
	Parking Space	Shoreline parking near entrance	Accessible			
	Parking Space	Boat Dock CXT parking	Accessible			
	Picnic Site	Shoreline picnic area	Deficient	No accessible picnic unit provided	Install accessible picnic units	Requires 20% accessible picnic site as you repair facilities.
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Toilet Room, with stalls, Vault	Men's Restroom near blue parking lot near camp #34	Accessible			
	Toilet Room, with stalls, Vault	Women's Restroom near blue parking lot near camp #34	Accessible			
	Toilet Room, with stalls, Vault	Men's Restroom near blue parking lot near camp #49	Accessible			
	Toilet Room, with stalls, Vault	Women's Restroom near blue parking lot near camp #49	Accessible			
	Toilet Room, Single User Vault	Double CXT in lower Picnic area near dock Rt #1	Accessible			
	Toilet Room, Single User Vault	Double CXT in lower Picnic area near dock Lt #2	Accessible			
	Trail	Beach access	Deficient	No firm and stable beach access route	Install beach access route to shoreline	
	Walkway	Shoreline walkway near entrance to boat ramp	Accessible			
	Walkway	Small campground to boat dock near camp #34	Deficient	Over 5% slope	Install walkway to meet Outdoor Recreation Accessible Route requirements	
	Walkway	Boat Parking to CXT to Boat ramp	Accessible			
	Water Source	Near the 2 shoreline CXT Vault restrooms	Deficient	No accessible water source	Install accessible water source on level landing and with lever type hardware	
	Water Source	Drinking fountain near restrooms across from site #34	Accessible			
	Water Source	Drinking fountain near restrooms across from site #54	Accessible			
	Water source	CXT at lower picnic area near boat launch	Accessible			
CAS-Van Wyck	Campsite	Accessible Camp site	Deficient	No accessible camping unit	Install accessible camping unit	
	Campsite	Host site #74	Deficient	No accessible camping unit	Install accessible camping unit	
	Disposal station	Dump station	Deficient	No firm and stable surface at vehicle parking areas; no access to potable water source;	Install firm and stable surface for access from vehicle to disposal station; install access route and accessible potable water source	
	Dock	Swimming Dock	Accessible			
	Kiosk	Camping kiosk and fee tube	Deficient	No form and stable access route or level landing	Install access route and level firm and stable surface	
	Kiosk	Life Vest Kiosk	Deficient	Life vest hooks over 48" high	Lower kiosk so the hooks are at 48" high	
	Kiosk	Exhibit	Accessible			
	Kiosk	Boat Ramp Kiosk and fee station	Accessible			

	Parking Space	Boat Ramp Accessible Parking Space	Deficient	No Van or reserved accessible sign	Install Van reserve accessible sign 60" high from the ground to the bottom of sign	
	Parking Space	Two diagonal Boat Trailer Parking Spaces	Deficient	No Van or reserved accessible sign	Install Van reserve accessible sign 60" high from the ground to the bottom of sign; ensure the left space is identified as the Van accessible space	
	Parking Space	Serving Double Vault CXT	Deficient	No van accessible sign; no reserved accessible sign mounted 60" high	Install Van reserve accessible sign 60" high from the ground to the bottom of sign	
	Picnic Site	Site #1	Deficient	No accessible picnic unit provided	Install accessible picnic unit	Requires 20% accessible picnic site as you repair facilities.
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming, Boating	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Toilet Room, with stalls, Men	Men's Restroom	Deficient	No accessible restroom stall provided; no accessible route	Install accessible restroom and accessible route from parking to restroom	CXT installed to meet Section 504 compliance so this facility will need to meet compliance once O&M is needed
	Toilet Room, with stalls, Women	Women's Restroom	Deficient	No accessible restroom stall provided; no accessible route	Install accessible restroom and accessible route from parking to restroom	CXT installed to meet Section 504 compliance so this facility will need to meet compliance once O&M is needed
	Toilet Room, Double Vault	CXT	Accessible			
	Walkway	From camping to restrooms	Deficient	No accessible route provided	Install accessible route from camping to CXT	
	Walkway	From Boat Trailer parking to Docks	Accessible			
	Water source	Restrooms	Deficient	No accessible route; no level firm and stable surface; operating hardware requires pinching and turning of the wrist	Install accessible route from camping to water sources; install level firm and stable landing; install lever type hardware.	
CAS-West Mountain Campground	Campsite	#151	Deficient	No level firm and stable surface to new power unit; no firm and stable surface at picnic table, grill and fire pit; no accessible fire pit or table provided	Install firm and stable surface to new utility; install firm and stable surface to all camp features; install accessible features	
	Campsite	Host #139	Deficient	No level firm and stable surface to utilities, picnic table and grill	Install level firm and stable to all camp features	
	Drinking Fountain	Fountain #1	Deficient			
	Kiosk	Kiosk and fee station	Accessible			
	Kiosk	Exhibit	Deficient	1" lip transition between asphalt and concrete walkway	Install transition so there is no lip over 1/2" with 50% bevel.	
	Program Access, Section 504	Fishing, Camping, Picnic, Swimming	Deficient	Not all programs and activities are provided for persons with disabilities in an equal or dispersed locations	Install accessible fishing access, boat mooring access, camping, picnicking, and outdoor accessible routes to all accessible features.	Requires dispersed accessible camping facilities with equal benefits placed in most desirable locations throughout the campground.
	Toilet Room, with stalls, Men	Center Campground	Deficient	No accessible stall	Install accessible stall; sink, mirror and shelves	
	Toilet Room, with stalls, Women	Center Campground	Deficient	No accessible stall	Install accessible stall; sink, mirror and shelves	
	Walkway	From RR to Campsite	Accessible			
	Water Source	#1	Deficient	No accessible water source	Install accessible water source on level landing and with lever type hardware	

9/23/2019 Review conducted by Kathleen Stinson, Region Accessibility Coordinator; Sean Kenney, Accessibility Specialist

EXHIBIT D

Glossary of Terms

- (a) Accessibility standards: Requirements ensuring access to the built and programmatic environment for people with disabilities by establishing design parameters for the construction and alteration of facilities and provision of programs subject to the law.
- (b) Closed: Prohibition to all public access. Certain areas or portions of Reclamation facilities, lands, or waterbodies within the Recreation Management Areas (RMA) may be “closed,” such as a portion of, or all of the Primary Jurisdiction Area (PJA), which is the primary area of operations for a Water District or Reclamation, or a canal feature such as a canal siphon that may be a public safety concern or hazardous area, etc. Before or at the time of closing all or portions of Reclamation facilities, lands, or waterbodies to public use, the responsible authorized official must indicate the closure by: locked doors, fencing, gates, or other barriers, posted signs and notices at conspicuous locations, such as normal points of entry, or other reasonably obvious means as provided in 43CFR423 subpart B.
- (c) Concession: A non-federal business that supports appropriate public recreation uses and provides facilities, goods, or services for which revenues are collected. A concession involves the use of the Federal Estate and sometimes involves the development of real property improvements.
- (d) Concessionaire: The operator or holder of a Concession, a business operating on the Federal Estate to provide Concession-related services and facilities and is contracted by Reclamation or through a third party, such as a recreation managing partner. A concessionaire may be a commercial or non-profit entity.
- (e) Contractor: A business enterprise that produces goods or provides services to either the Federal Government and/or Partner. For the purposes of this Agreement, Contractors are entities that have contracted with either Reclamation or the Partner for purposes specifically related to operations and maintenance of the Reclamation Project or Reservoir Area and may include, but not be limited to: concrete, mechanical, structural services and repairs, vegetation management, surveying, custodial services, and so forth. Contractors are not Concessionaires for the purposes of this Agreement.
- (f) Cost Share: The value of non-Federal partners’ monetary or in-kind contributions under a federally-assisted project or program.
- (g) Cultural resource: Physical evidence or place of past human activity: site, object, landscape, structure; or a site, structure, landscape, object, or natural feature of significance to a group of people traditionally associated with it.
- (h) Disabilities: Impairments that may be cognitive, developmental, intellectual, mental, physical, sensory, or some combination thereof.

- (i) Fair market value: The amount in cash, or on terms reasonably equivalent to cash, for which in all probability the property would have sold after a reasonable exposure time on the open competitive market, from a willing and reasonably knowledgeable buyer, with neither acting under any compulsion to buy or sell, giving due consideration to all available economic uses of the property at the time of appraisal.
- (j) Federal fiscal year: The annual period from October 1 of one year to September 30 of the next calendar year, on which the United States government bases its budget.
- (k) Hazardous material (“Hazmat”): any substance, pollutant or contaminant listed as hazardous under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) of 1980, as amended, 42 U.S.C. 9601, et seq., and the regulations promulgated pursuant to that Act.
- (l) NEPA: National Environmental Policy Act.
- (m) Personal property: movable property not affixed to the Federal Estate; belongings exclusive of land, buildings, utilities, transportation facilities, and permanent recreation facilities.
- (n) Reclamation lands: Reclamation project lands on the Federal Estate under Reclamation jurisdiction.
- (o) Resource Management Plan (RMP): a written document that establishes goals and objectives to guide future land and resource management actions implemented by, or on behalf of Reclamation.
- (p) Third-party Contracts: contracts and agreements between the Partner and other entities for services provided, or work or construction within the RMA.
- (q) Third-party Permits: temporary or short-term use authorizations issued and administered by the Partner to another entity for a recreational use within the RMA.
- (r) Use Authorization: various instruments that authorize use of United States interests by another party including, but not limited to, license agreements, contracts, rights-of-way, consent documents, easements, leases, permits, and other rights of use issued or granted, according to law and regulation, by Reclamation on, over, or under the federal lands, facilities, or waterbodies. 43 CFR § 429, *et seq.*

APPENDIX 1
Federal Laws, Regulations, Acts, and Orders
(not comprehensive)

- National Environmental Policy Act (P.L. 91-190, 83 Stat. 852)
- Endangered Species Act of 1973 (P.L. 93-205, 16 U.S.C. 1531 et seq.)
- Clean Water Act of 1978 (P.L. 95-217, 33 U.S.C. 1288 et seq.)
- Clean Air Act of 1970 (42 U.S.C. 7401 et seq.), as amended
- Safe Drinking Water Act of 1974 (P.L. 93-523, U.S.C. 300, 88 Stat. 1660)
- Resource Conservation and Recovery Act (RCRA) (P.L. 94-580)
- Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA or Superfund) (P.L. 96-510)
- Federal Insecticide, Fungicide and Rodenticide Act (FIFRA), as amended (7 U.S.C. P.L. 100-460, 100-464 to 100-526 and 100-532)
- Fish and Wildlife Coordination Act (P.L. 85-624, 16 U.S.C. 661, 662)
- Federal Land Policy and Management Act of 1976 (P.L. 94-579, 43 U.S.C. 1701)
- Antiquities Act of 1906 (34 Stat. 225, 16 U.S.C. 431)
- National Historic Preservation Act of 1966 (NHPA) (P.L. 89-665, 80 Stat. 915, 16 U.S.C. 470, as amended)
- Archaeological Resources Protection Act of 1979 (P.L. 95-95, 93 Stat. 721)
- Native American Graves Protection and Repatriation Act of 1990 (25 U.S.C. 3001)
- Department Responsibilities for Indian Trust Assets (Secretarial Order 3175)
- Protection of Historical and Cultural Properties (36 CFR, Part 800)
- Paleontological Resources Preservation Act of 2009
- National Trail System Act (P.L. 95-43, 16 U.S.C. 1241 et seq.)
- Off-Road Vehicle Use on Bureau of Reclamation Lands (43 CFR, Part 420)
- Public Conduct on Bureau of Reclamation Facilities, Lands, and Waterbodies (43 CFR, Part 423)
- Use of Bureau of Reclamation Land, Facilities and Waterbodies (43 CFR, Part 429)
- The Civil Rights Act of 1964
- Rehabilitation Act of 1973, Sections 504 and 508 (P.L. 93-112, 87 Stat. 394, 29 U.S.C. 794)
- Architectural Barriers Act of 1968 (P.L. 90-480, 82 Stat. 718, 42 U.S.C. 4151 et. Seq.), as amended
- Architectural Barriers Act Accessibility Standards (ABAAS) of July 23, 2004, as supplemented by the Outdoor Developed Areas Final Rule (36 CFR Part 1191)
- Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., and 45 CFR 90
- Nondiscrimination in Federally Assisted Program of DOI (43 CFR, Part 17)
- Floodplain Management (Executive Order 11988)
- Off-Road Use (Executive Orders 11664 and 11989)
- Protection of Wetlands (Executive Order 11990)
- Federal Compliance with Pollution Standards (Executive Order 12088)
- Leadership and Coordination of Nondiscrimination Laws (Executive Order 12250)
- Environmental Justice (Executive Order 12898)

- Indian Sacred Sites (Executive Order 13007)
- Minimum Wages (Executive Order 13658)

APPENDIX 2

Hazardous Waste and Materials

- a) No contamination or pollution of federal lands, waters, or facilities shall be allowed by the Partner. The Partner accepts the responsibility for care, operation and maintenance by its employees or agents and shall take reasonable precautions to prevent such contamination or pollution by third parties. Substances causing contamination or pollution shall include, but are not limited to hazardous materials, thermal pollution, refuse, garbage, sewage effluent, industrial waste, petroleum products, mine or mill tailings, mineral salts, pesticides, including those substances misused or outside of approved programs, pesticide containers, solid waste or any other pollutants, and those regulated as hazardous or toxic under federal, state or local law.
- b) The Partner shall comply with all applicable federal, state and local laws and regulations, as well as Reclamation Policy, Directives and Standards, existing or hereafter enacted or promulgated, concerning any hazardous material that will be used, produced, transported, stored or disposed of on or in federal lands, waters or facilities.
- c) Upon discovery of any event which may or does result in contamination or pollution of federal lands, waters or facilities, the Partner shall initiate any necessary emergency measures to protect health, safety and the environment and shall report such discovery with full details of the actions taken to Reclamation. Reporting shall be within twenty-four (24) hours of the time of discovery if it is an emergency, or by the next working day if it is a non-emergency. An emergency is any situation that requires immediate action to reduce or avoid endangering public health and safety or the environment.
- d) The parties hereto, and their respective agents, employees or assigns, shall report the suspected significant pollution of any nature to the lands, waters or facilities within or adjacent to the federal estate covered by this Agreement to the other party within twenty-four (24) hours.
- e) In any event, the Partner shall comply with the Toxic Substances Control Act of 1976, as amended (15 U.S.C. 2601, et. seq.), regarding any toxic substances that are used, generated by or stored in the RMA (See 40 CFR, Part 702-799 and especially, provisions on polychlorinated biphenyls, 40 CFR 761.1-761.193). Additionally, any release of toxic substances (leaks, spills, etc.) in excess of the reportable quantity established by 40 CFR, Part 117 shall be reported as required by the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) of 1980, Section 102b. A copy of any report required or requested by any federal agency or State government as a result of a reportable release or spill of any toxic substances shall be furnished to Reclamation concurrent with the filing of the reports to the involved federal agency or State government.
- f) Violation of any of the provisions of this Appendix, as determined by Reclamation, may constitute grounds for termination of this Agreement. Such violations require immediate corrective action by the Partner and shall make the Partner liable for the cost of full and complete remediation and/or restoration of any federal resources or facilities that are adversely affected by the violation.
- g) Any third-party contract the Partner may enter into pursuant to this Agreement shall contain the contract provisions of this Appendix and any additional specifications necessary to protect federal resources and prevent the pollution of the federal estate, waters and facilities within and adjacent to the RMA.

- h) Reclamation agrees to provide information necessary for the Partner, using reasonable diligence, to comply with the provisions of this Appendix if requested.a

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

AGENDA
Idaho Park and Recreation Board Teleconference
February 24-25, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: **ITD PURCHASE – HOO DOO REST AREA**
ACTION REQUIRED: **BOARD ACTION REQUIRED**
PRESENTER: **David White, North Region Manager**

PRESENTATION

BACKGROUND INFORMATION:

Idaho Transportation Department (ITD) developed 11 highway rest areas throughout the state using Land and Water Conservation Funds (LWCF). LWCF Section 6(f) requires all properties purchased or developed with LWCF funds to remain in recreational use in perpetuity. Upon change of use, the properties are deemed in conversion requiring the property owner to develop them for recreational use or provide replacement property of equal or greater value that is developed or to be developed for recreation. As ITD was abandoning the rest areas, it was creating conversion issues since they were no longer being used for recreational purposes.

The Hoo Doo Rest Area is located on US Highway 95 north of Athol at the bottom of Granite Hill see attached maps. Hoo Doo consisted of two properties, one designated Development (approximately 1.5 acres) and one designated Acquisition (approximately 17.5 acres). ITD planned to continue to use the development portion of the property as a rest area until a future rest area was developed at US 2 and US 95 as projected for 1995.

In 1991, the Department entered into an MOU with ITD to resolve several of the conversions including the 1.5 acres of Hoo Doo still being used but not the 17.5 acres. As a part of that agreement, ITD would convey fee simple title of Higgins Point to the Department which would then be placed under LWCF 6(f) Boundary status. ITD would continue to use Hoo Doo and, upon disbanding use of the area, transfer title and ownership of the area to IDPR which occurred in 1997. At this point, the Department accepted responsibility for the property's LWCF conversion. Due to its location, limited development potential, and undesirable access, the Department does not see it as a viable recreation resource.

ITD continues to develop the US 95 corridor north from Coeur d'Alene towards Sandpoint having recently converted that portion of highway to just beyond Granite Hill to a 4-lane divided highway with the majority of it having restricted access and frontage roads for safety and traffic flow purposes. ITD plans to expand the restricted access and frontage roads in the Granite Hill area which includes Hoo Doo. To facilitate this, ITD needs to utilize and develop portions of Hoo Doo.

In our negotiations, it was determined the best option was for ITD to purchase all of Hoo Doo. This would then allow the Department to invest the proceeds in another property that can be designated

with the LWCF 6(f) boundary and resolve the conversion issue. To accomplish this, ITD developed the attached Warranty Deed and Right of Way Contract (ROW). ITD appraised the property and the Department confirmed the appraisal so ITD will compensate the Department \$165,300.00.

STAFF RECOMMENDATIONS:

Staff recommends the Board approve the sale of Hoo Doo to ITD for appraised value of the property in the amount of \$165,300.





After recording return to:
Idaho Transportation Department
Attn: HQ RW
PO Box 7129
Boise ID 83707-1129

Project No. A020(350)
Key No. 20350
Parcel No. 9
Parcel ID No. 50878

WARRANTY DEED

THIS INDENTURE is made this ____ day of _____, 2020, by and between **STATE OF IDAHO DEPARTMENT of PARKS & RECREATION** ("Grantor") and the **STATE OF IDAHO, IDAHO TRANSPORTATION BOARD, by and through the IDAHO TRANSPORTATION DEPARTMENT** ("Grantee"), whose address is 3311 West State Street, Boise, Idaho 83703.

WITNESSETH: That Grantor, for value received, does, by these presents, grant, bargain, sell and convey unto Grantee the following described real property situated in the County of BONNER, State of Idaho, to-wit:

SEE **EXHIBIT A** ATTACHED HERETO
AND BY THIS REFERENCE MADE A PART HEREOF.

Containing approximately 19.000 acres.
Together with all appurtenances, easements and rights of way.

TOGETHER WITH all rights of access between the right of way of US 95, Highway Survey, as shown on the plans of US 95, GRANITE NORTH & FRONTAGE RDS, Bonner County, Project No. A020(350), Highway Survey, and the remaining property of Grantor that is contiguous with the US 95 right of way.

TO HAVE AND TO HOLD the said property with its appurtenances unto said Grantee, and Grantee's successors and assigns forever. Grantor does hereby covenant to and with Grantee, that Grantor is the owner in fee simple of said property; that said property is free from all encumbrances, EXCEPT those to which this conveyance is expressly made subject and those

RECORD AT THE REQUEST OF THE STATE OF IDAHO
FEE EXEMPT – I.C. 67-2301

Project No. A020(350)
Key No. 20350
Parcel No. 9
Parcel ID No. 50878

made, suffered or done by Grantee; and subject to reservations, restrictions, dedications, easements, right of way and agreements (if any) of record, and general taxes and assessments (including irrigation and utility assessments, if any) for the current year, which are not yet due and payable, and that Grantor will warrant and defend the same from all lawful claims whatsoever.

Project No. A020(350)
Key No. 20350
Parcel No. 9
Parcel ID No. 50878

IN WITNESS WHEREOF, Grantor has hereunto set its hand and seal the day and year first above written.

GRANTOR:

STATE OF IDAHO DEPARTMENT of PARKS & RECREATION

By: DAVID E WHITE, North Region Manager

STATE OF IDAHO)
) ss.
County of BONNER)

On this ____ day of _____, 2020, before me, the undersigned, a Notary Public in and for said State, personally appeared DAVID E WHITE, known or identified to me to be the North Region Manager of STATE OF IDAHO DEPARTMENT of PARKS & RECREATION, who executed the instrument on behalf of said corporation and acknowledged to me that such corporation executed the same.

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

(SEAL)

Notary Public for IDAHO
Residing at _____
My commission expires _____

Exhibit "A"
Legal Description

All that portion of the West half of the Southeast quarter in Section 27, Township 54 North, Range 3 West, Boise Meridian, Bonner County, Idaho, lying Southeasterly of the Burlington Northern Railroad Right of Way and Northwesterly of U. S. Highway No. 95.

RIGHT OF WAY CONTRACT
Idaho Transportation Department

Project No. A020(350)
Parcel No. 9
Parcel ID No. 50878
Key No. 20350
County Bonner

THIS AGREEMENT is made this ____ day of _____, 2020 between **STATE OF IDAHO, IDAHO TRANSPORTATION BOARD, by and through the IDAHO TRANSPORTATION DEPARTMENT**, by its Division of Highways, Highways Development, and its authorized representative, herein called "STATE," and **STATE OF IDAHO DEPARTMENT of PARKS & RECREATION**, herein called "GRANTOR."

WHEREAS, ITD is engaged in the construction of a highway project designated as US 95, GRANITE NORTH & FRONTAGE RDS, Bonner County, Project Number A020(350) ("Project"), which Project will affect certain property belonging to Grantor known as Parcel No. 9, legally described on attached **Exhibit A** ("Property").

NOW, THEREFORE, the parties hereto agree as follows:

1. State shall pay Grantor and lienholder(s), if any, such sums of monies as are set out below. Grantor agrees to pay all taxes and assessments due and owing, including taxes owing for the year in which this transaction closes. Payment to Grantor pursuant to this Agreement is contingent upon Grantor demonstrating clear title to the Property identified above through use of documents acceptable to State and the title company being utilized by State for this Project. Grantor shall execute and deliver to State a notarized instrument of conveyance corresponding to the interest being acquired.
2. This contract shall not be binding unless and until executed by the Division of Highways.
3. The parties have herein set out the whole of their agreement, the performance of which constitutes the entire consideration for the grant of said right-of-way and shall relieve State of all future claims or obligations on that account or on account of the location, grade and construction of the proposed highway.
4. Grantor represents that to the best of Grantor's knowledge no hazardous materials have been stored or spilled on the Property during Grantor's ownership or during previous ownerships at least insofar as Grantor has observed or has been informed. In the alternative, if Grantor has knowledge of storage or spill of hazardous materials on the Property, that information is set out below. This sale is conditional upon full disclosure of any such information.

5. Grantor hereby grants State and/or its designated contractor a "Temporary Right-of-Entry" for unexpected and currently unforeseen incidents related to the construction of the Project. For example, the Temporary Right-of-Entry allows State and/or its designated contractor to enter upon the remainder of Grantor's property to retrieve materials, equipment, debris, etc. related to the construction of the Project that might encroach upon Grantor's property. State and/or its designated contractor shall inform Grantor of the need to exercise the Temporary Right-of-Entry before entering upon the remainder of Grantor's property. Said Temporary Right-of-Entry shall terminate upon the completion of the Project.
6. Grantor agrees to give State legal and physical possession of the property herein being purchased by State upon Closing or upon Grantor's receipt of payment, whichever is later.
7. The Parties agree that upon receipt of payment, Grantor shall release the State of any liability associated with the L&WCF conversion issues with the NPS. Grantor remains responsible for all conversion issues with the NPS.
8. In consideration of the interests being conveyed by Grantor, State shall pay Grantor as follows:

Type	Size		Amount
	Sq. Ft.	Acres	
Land	827,640.000	19.00	\$165,300.00
JUST COMPENSATION			\$165,300.00
TOTAL CONSIDERATION			\$165,300.00

The Parties have had sufficient opportunity to consult with legal counsel of their own choice. This Agreement may be executed in any number of counterparts, each counterpart may be delivered originally or by electronic transmission, and all such executed and delivered counterparts taken together will constitute one original agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

STATE:

GRANTOR:

IDAHO TRANSPORTATION DEPARTMENT:
Recommended for Approval

**STATE OF IDAHO DEPARTMENT of PARKS &
RECREATION**

By: _____
DAMON ALLEN, District Engineer

DAVID E WHITE, North Region Manager

By: _____
MICHELE JOHNSON, Right-of-Way Agent

Approved for Division of Highways

On _____, 2020

By: _____
JUSTIN POND
Right-of-Way Program Manager

Exhibit "A"
Legal Description

All that portion of the West half of the Southeast quarter in Section 27, Township 54 North, Range 3 West, Boise Meridian, Bonner County, Idaho, lying Southeasterly of the Burlington Northern Railroad Right of Way and Northwesterly of U. S. Highway No. 95.

This page is only a part of a 2016 ALTA Commitment for Title Insurance. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I- Requirements; and Schedule B, Part II – Exceptions.

North Idaho Title Insurance, Inc.
Policy Issuing Agent for Westcor Land Title Insurance Company

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

AGENDA
Idaho Park and Recreation Board Teleconference
February 24-25, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Grant Subcommittee Recommendation to the Board

ACTION REQUIRED: Consider recommendation and direct staff on next steps

PRESENTER: Boardmember Doug Eastwood, Subcommittee Chair

PRESENTATION

GRANTS SUBCOMMITTEE:

The Grants Subcommittee was established by the Board at their November 2020 Quarterly Board Meeting. The purpose of the subcommittee is to evaluate federal grant standards in Idaho Code, administrative rules¹, and IDPR policy² and provide a comprehensive proposal to the Board. Boardmember Eastwood, Boardmember Doman, and Boardmember Roach comprise the subcommittee, with staff support from Management Services Administrator Canning and State and Federal Grant Manager Muir. The subcommittee met November 18, December 1, and December 8, 2020 and January 12, 2021.

GRANTS SUBCOMMITTEE SUMMARY PROPOSAL:

The Grants Subcommittee has a three-prong recommendation. Primary among them is to establish consistent match standards. In addition to the simplified match standards, the subcommittee proposes a new program regarding a 1st Time Applicant Reduction of Standards. The subcommittee also recommends a change to the existing grant process to provide the Board with a risk assessment of applicants prior to the Board decision on grant awards.

Consistent Match Standards

The subcommittee recommends simplified and consistent standards (wherever possible) for state and federal grant programs. The emphasis is to pare down the standards to minimum project match of 20% and a minimum equipment match of 50% cash as shown in the table below. The background section at the end of this agenda item provides additional detail.

Chart A: Proposed Match Standards by Program

Grant Program	Project Minimum Match	Equipment Minimum Match
Land and Water Conservation Fund	50%	NA
Recreational Trails Program	20%	50% cash
Recreational Vehicle	20%	50% cash

¹ IDAPA 26.01.31 Administration of IDPR State & Federal Grant Funds and IDAPA 26.01.33 Rules Governing the Administration of the Land and Water Conservation Fund Program.

² Policy #5020 Supplemental Grant Standards.

Grant Program	Project Minimum Match	Equipment Minimum Match
Off-Road Motor Vehicle	20%	50% cash
Waterways Improvement Fund	20%	50% cash
Road and Bridge	20%	NA
Cutthroat License Plate	20%	NA
Mountain Bike Plate	20%	50% cash
Motorbike Recreation	20%	50% cash

1st Time Applicant Reduction of Standards

The Board subcommittee proposes a 1st Time Applicant reduction of standards for all state grant programs. The program would allow an applicant that has not been awarded a grant (project or equipment) in 10 years or more to request a reduction in standards—similar to a 1st time homeowner's program. The 1st time reduction of standards would reduce the project minimum match from 20% to 5% and reduce the equipment minimum match from 50% cash to 10% cash. This program would not apply to LWCF and RTP applicants, which are federal grant programs.

Risk Assessment

Each year after establishing completed applications for the year, the State and Federal Grant Manager will assess the risk associated with the applicants. As appropriate, the State and Federal Grant Manager may ask for applicants to justify any inactive projects that received grant awards from IDPR in a previous grant cycle. The State and Federal Grant Manager will bring any issues of concern to the Board at a noticed public meeting prior to the Board's consideration of the current year's grants.

The Board expectation is that all grants awarded in previous grant cycles are managed according to established grant procedures and that applicants work to resolve any issues identified by staff. Failure to cooperate or address conversion or grant management issues may affect an applicant's ability to compete for additional grants. For example, failure of an applicant to acknowledge an LWCF conversion issue may make that applicant ineligible for a WIF grant. The State and Federal Grant Manager will consider both past and current grants in process. The State and Federal Grant Manager may exclude action on grants that are reasonable beyond the useful life of the project (e.g., playground equipment installed in 1975).

The Board will discuss the issues of concern and take action to either place the applicant on probation or determine that the applicant is ineligible for the current year's grant cycle. Applicants will be considered a risk given any of the following situations:

1. The State and Federal Grant Manager has notified the applicant of a conversion issue in their jurisdiction, and the applicant has not developed a plan to address the issue.
2. The State and Federal Grant Manager has notified the applicant that an existing grant award is not being managed consistent with Department or Federal standards, and the applicant has not developed a plan to address the issue.
3. The applicant lacks resources or experience in managing a grant of the amount requested.

BACKGROUND INFORMATION:

The following table encapsulates the subcommittee discussions. The first column summarizes existing grant standards. Standards in black are existing ones proposed to stay; standards in red are existing ones proposed to be deleted. The second column denotes a new standard in green text. The third column provides a quick summary of the subcommittee discussion.

Chart B: Existing and Proposed Standards by Program

GRANT PROGRAMS AND EXISTING STANDARDS	NEW STANDARDS	SUBCOMMITTEE PROPOSAL
Land and Water Conservation Fund (LWCF)		
The LWCF federal grant program requires a minimum match of 50%.		Board cannot change a Federal Standard.
IDAPA 26.01.33.080.02(a) establish standard that 20% of the total amount is dedicated for use by governmental agencies for 5,000 population or less.		Existing set-aside provision does not significantly impact grant awards. Simplify rule by removing.
Recreational Trails Program (RTP)		
1) applicants must provide a minimum project match of 20%; 2) applicants must have at least 5% overall costs being non-federal funds; and 2) grants must be distributed 30% motorized, 30% non-motorized, and 40% diverse use projects.		Board cannot change Federal Standards.
Through policy IDPR also requires a 50% match for equipment valued at over \$1,000 each and under \$50,000 each.	Minimum cash match of 50% for equipment.	Remove existing equipment match standard from Policy and replace with consistent standard in rule.
Recreational Vehicle (RV)		
Within the RV grant program, IDPR policy requires a 50% match for equipment valued at over \$1,000 each and under \$50,000 each.	Minimum cash match of 50% for equipment.	Remove existing equipment match standard from Policy and replace with consistent standard in rule.
	Minimum match of 20% for projects.	Share responsibility by establishing a minimum match. Amend Rule to include this standard.
Off-Road Motor Vehicle (ORMV)		
Within the ORMV grant program, IDPR policy requires a 50% match for equipment valued at over \$1,000 each and under \$50,000 each.	Minimum cash match of 50% for equipment.	Remove existing equipment match standard from Policy and replace with consistent standard in rule.
	Minimum match of 20% for projects.	Share responsibility by establishing a minimum match. Amend Rule to include this standard.
Waterways Improvement Fund (WIF)		
WIF grants may not be used to construct improvements in any county of the state without the approval of the applicable county waterways committee as established in Section 57-1501, Idaho Code.		This standard would be better in IDPR policy or procedures rather than Idaho Code. Seek to remove standard from Idaho Code.
The total sum of WIF grant funds approved to be used in any one county may not exceed 30% of the total WIF grant funds approved to be used statewide in any state fiscal year as established in IDAPA 26.01.31.010.26.		Remove existing standard from Rule.
Per IDPR policy, a 25% minimum match is required for equipment valued less than or equal to \$50,000 each and 20% for equipment valued over \$50,000 each.	Minimum cash match of 50% for equipment.	Remove existing equipment match standard from Policy and replace with consistent standard in rule.

GRANT PROGRAMS AND EXISTING STANDARDS	NEW STANDARDS	SUBCOMMITTEE PROPOSAL
Waterways Improvement Fund (WIF) continued		
	Minimum match of 20% for projects.	Share responsibility by establishing a minimum match. Amend Rule to include this standard.
Road and Bridge		
The Road and Bridge grant program has no existing standards.	Minimum match of 20% for projects.	Share responsibility by establishing a minimum match. Amend Rule to include this standard.
Cutthroat License Plate		
The Cutthroat License Plate grant program has no existing standards.	Minimum match of 20% for projects.	Share responsibility by establishing a minimum match. Amend Rule to include this standard.
Mountain Bike Plate		
The Mountain Bike Plate grant program awards cannot exceed \$10,000 for any one applicant.		Keep existing standard.
Per IDPR policy, a 50% match is required for equipment valued at over \$1,000 each and under \$50,000 each.	Minimum cash match of 50% for equipment.	Remove existing equipment match standard from Policy and replace with consistent standard in rule.
	Minimum match of 20% for projects.	Share responsibility by establishing a minimum match. Amend Rule to include this standard.
Motorbike Recreation		
Within the Motorbike Recreation grant program, IDPR policy requires a 50% match for equipment valued at over \$1,000 each and under \$50,000 each.	Minimum cash match of 50% for equipment.	Remove existing equipment match standard from Policy and replace with consistent standard in rule.
	Minimum match of 20% for projects.	Share responsibility by establishing a minimum match. Amend Rule to include this standard.

DRAFT MOTIONS:

I move that the Board direct staff to fold the standards and programs as presented to the Board by the Grant Subcommittee into the appropriate IDAPA rules and Department policies and to present the detailed proposal to the Board at their May Quarterly Board meeting.

I move that the Board have the Director petition the Governor to change Idaho Code Section 57-1501 to remove the standard that grants may not be used to construct improvements in any county of the state without the approval of the applicable county waterways committee.



Communications Memo

October-to-December 2020 Communications Program Report

Craig Quintana, Public Information Officer, Sr.

Accomplishments & Tasks Underway

- **Marketing / Advertising / Outreach / Experiences**
 - The new IDPR website went live in November, bringing a much-needed lift to the department's online face. The new site is mobile-device friendly and Americans with Disabilities Act compliant, bringing us up to all industry standards. It also looks fresh and is easier to navigate. After extensive testing and editing of old content, the actual changeover went smoothly.
 - News Releases: We had a busy quarter, breaking news and getting positive press for the department:
 - December 23rd release on First Day Hikes event going virtual netted a couple of nice television stories and some print coverage.
 - November 30th release on new camping fees and fee increases got a decent amount of press.
 - November 23rd release on the passing of former Director Yvonne Ferrell obtained widespread notice.
 - November 20th release on the new IDPR website got substantial press and much activity and chatter (mostly positive) on social media.
 - November 13th release about the Junior Ranger Program getting an award received good coverage, particularly in print and on Idaho ABC affiliates, which featured an interview with Jamie Little, our Interpretive Program supervisor.
 - November 12th release about the reopening on campsite reservations drew positive coverage, despite the delay in reopening the reservation system due to our system changeover.
 - October 19th release about IDPR getting CARES Act funding to cover COVID-19 impacts and Parks seeing record visitation drew extensive media.
 - October 6th advisory warned people about water quality issues at Lake Cascade due to algae.

- Reservation and Registration Transition: Continued support with R&R with messaging, website updates and social media to ease the transition to the new system and set the stage for camping reservations to reopen. Highlighted the arrival of the in-person Vendor List on the website to emphasize the walk-up options, responding to feedback from user groups.
- Social Media Engagement – Between all park and recreation pages, the agency has 103,838 followers on Facebook. This is an increase of 1,738 since our last report. We increased our overall following by 21,286 in 2020. This is an increase of **25.8%**. Our numbers are more than 3 times the global growth average.

Other social media:

- Our main Instagram page has 19,859 users. This is an increase of 1,988. Between all park Instagram accounts, we have a total of 88,962 followers (up 5,113).
- Between Instagram, Facebook, Twitter, YouTube, Pinterest, and LinkedIn, we have a total following of over **192,000** people, reaching well over **300,000** engagements each month.

Specific social media announcements included:

- Virtual First Day Hikes Event
- Grooming updates for Nordic ski/snowshoe tracks
- Thousand Springs bridge update
- Public comment sought for grant applications
- Job announcements
- Reservation system reopening
- Forgotten Trail Ale's first canning

- **Sponsors and Partners**

- Non-Motorized Trails: Mother Earth Brew Co. brought out Forgotten Tail Ale in mid-October, and we partnered with the company to plug the availability on social media (Mother Earth's and ours). The public reaction was positive, and the beer and its marketing highlight the Idaho Trail Supporter Program, which now enjoys a higher profile.
- 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 will impact operations at Ponderosa and Lake Cascade parks for the next two years.

- Working with ITD to disseminate their Children's Safety Activity Books at 12 parks, where the publication will be offered at visitors centers.

Miscellaneous/Reminders /Last Meeting Follow-Up

- IDPR fielded a 20-person team to tackle three yards as part of the Rake Up Boise program to give back to our community.
- Craig and Chelsea worked with the Idaho Recreation and Tourism Initiative to plan activities for COVID-19 conditions and to position the group for post-pandemic times. We discussed recruiting a new coordinator for the group who can help facilitate the activities going forward.
- Artist Ward Hooper created four new park poster designs: Massacre Rocks, Three Island Crossing, Bear Lake and Eagle Island, which have been printed and are for sale on the website.
- Chelsea worked with Jamie Little and Wallace Keck to print a new interpretive guide.
- Seeking general fundraising and relationship building opportunities.
- Continue to handle 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.



Oct- Nov - Dec 2020

DEVELOPMENT BUREAU
Bureau Chief – Adam R. Zaragoza

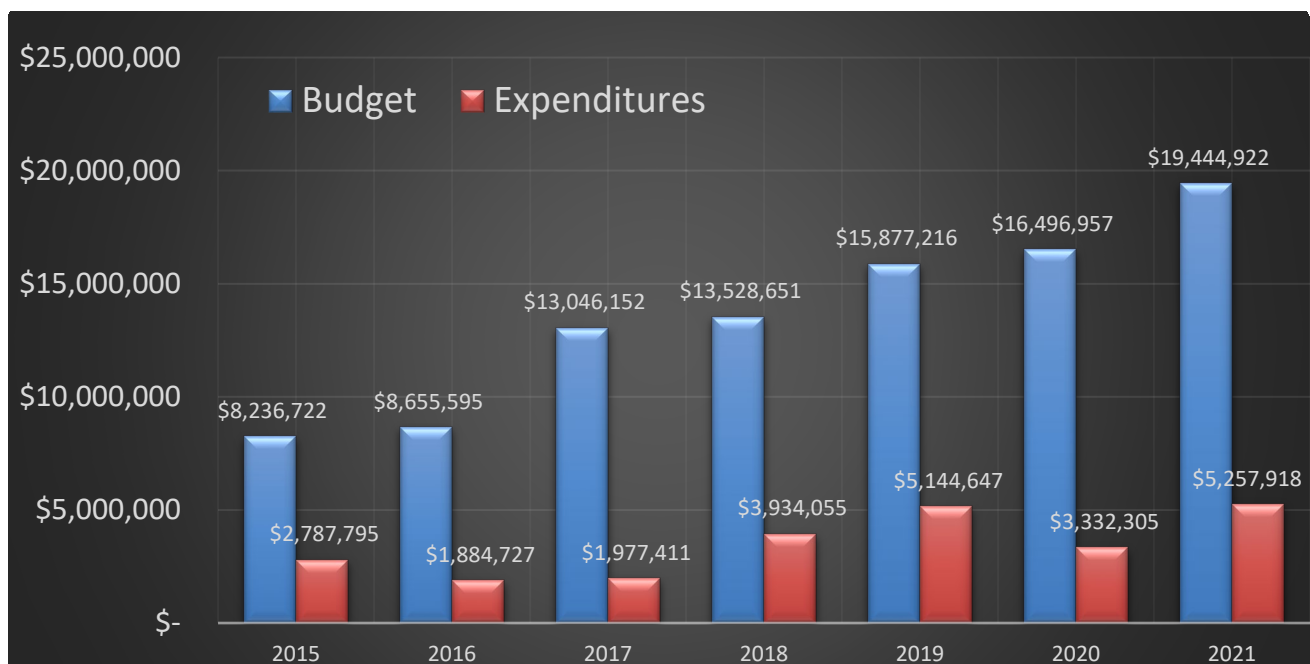
GENERAL UPDATE

At the end of the second quarter, Fiscal Year 2021, the development team is managing over \$19 million in projects. This equates to 66 active projects that are in scope development, design, bidding or construction phases.

The fall was a banner quarter as we invested approximately \$5 million in park infrastructure, including \$1.1 million in CARES Act projects that was brought on in late September. This quarter, the team completed 8 projects which did not include the 4 CARES Act projects, for a total of 12 completed. In addition, we started design work on 4 projects with another 17 that are in in the design phase.

As we wrapped up a busy construction season for development, we are looking ahead to 2021 design and construction projects. For 2021, we plan to start design on the following major projects: Priest Lake Campground Electrical, Hells Gate Marina Restroom Remodel, and the Three Island Trailside Campground Electrical Upgrade, to name a few. The major development project that is scheduled for bidding in the Spring is the Billingsley Creek Campground (pending Grant Committee approval). We are scheduled to break ground on the Campground this Fall.

The below is a graphical representation of IDPR's investment in the state park facilities as of 2/1/2021. As you can see for FY2021, we have exceeded all prior year investments dating back to 2015. We are projected to invest between \$6 and \$7 million in our facilities by the end of the fiscal year.



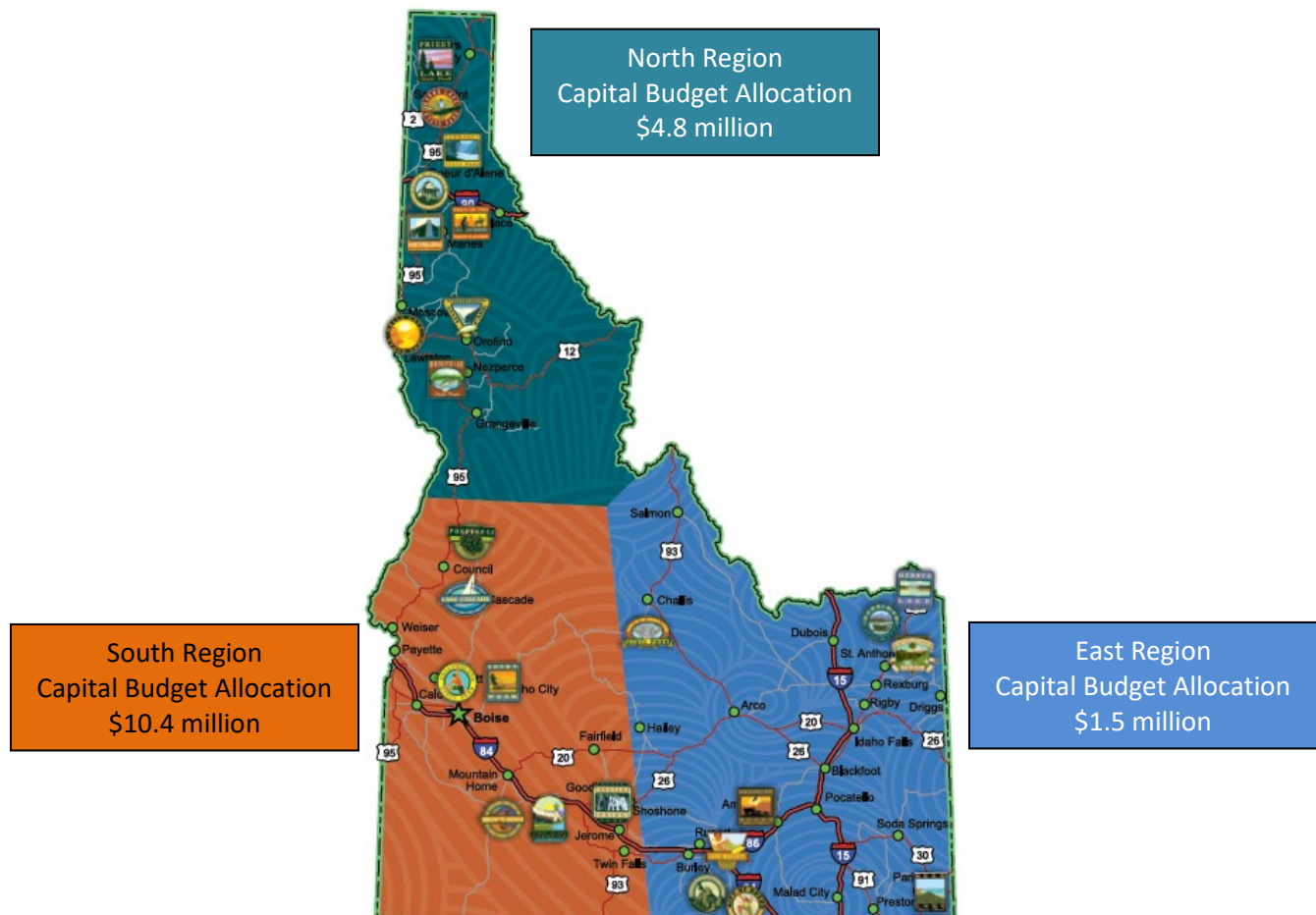


PROJECTS COMPLETED THIS QUARTER

PROJECT NO.	PARK	PROJECT NAME	MILESTONE	DATE
360103	Harriman	Foundation and Log Repairs	Completion	10/20/2020
360201	Henrys Lake	Old Loop Asphalt Repairs	Completion	10/22/2020
360212	Henrys Lake	Phase 2 of Campground Paving	Completion	10/22/2020
360181	McCroskey	Redtail Primitive Campground	Completion	10/23/2020
360113	Harriman	Historic Bridge Replacement	Completion	11/5/2020
320501	Winchester	Pave Boat Launch Parking Area	Completion	11/9/2020
330101	Ponderosa	Replace Boat Ramp and Docks	Completion	11/27/2020
340301	Thousand Springs	Replace Ritter Island Bridge	Completion	12/29/2020
CARES ACT REMEDIATION, FUNDED PROJECTS				
300014	Priest Lake	Lionhead Site Remediation*	Completion	10/28/2020
300014	Bear Lake	East Beach Parking*	Completion	11/4/2020
300014	Thousand Springs	Box Canyon Parking	Completion	11/13/2020
300014	Farragut	Eagle Cove Parking Expansion*	Completion	12/15/2020

*Paving to be completed if State surplus funds are approved or by other budgetary means

STATEWIDE CAPITAL BUDGET ALLOCATIONS By Region





The following is a brief narrative on active projects, their status and next major milestone as of February 3, 2021.

NORTH REGION

Project Number and Name

Current Status

310101 – Priest Lake Indian Creek Dock Replacement
Detailed designed accepted and docks are in fabrication.
On site inspection of the docks in the shop is scheduled for 2/3. Installation is to begin as weather allows and finish by 5/27/2021.

Construction



*Priest Lake Indian Creek Dock Replacement,
Replica of what is to be installed in May 2021.*

310102 – Priest Lake Shafer Cabin Elec & Plumbing Repairs
A Design-Build RFQ is being prepared to complete the work.
The RFQ will be issued early spring 2021 for fall 2021 construction.

Design

310111 – Priest Lake Repair Shower House
Working with architectural firm on the design. Bid documents will be prepared this spring for fall/winter 2021 construction.

Design

310112 – Priest Lake Campground Electrical Upgrades
Working on RFQ for design services. Design to kickoff this spring and construction to be scheduled in fall 2022, after summer camping season.

Scope Development

310411 – Trail of CDA Restripe Trail & Parking
New 2021 project.

Scope Development

310412 – Trail of CDA Land Acquisition & Construction Maintenance Shop
Preliminary agreement with DEQ to “give” IDPR approximately 4.4 acres.
Survey under contract and awaiting the final survey before the land transaction can occur. Site Engineering to begin after land transaction.

Scope Development



Project Number and Name	Current Status
-------------------------	----------------

310611 – Old Mission Church Porch Repair, Path Repair & Lift Repl.
Design-Build Team working on project design, schedule, and construction costs.

Design



310803 – Heyburn, Replace Chatcolet Cottage
Project bid in December with bids over 2x the budget. Evaluating plans, current bid climate, state requirements, etc. to determine next steps.

Bid

310811 – Heyburn Rocky Point Cottage Electrical Upgrades
Soliciting proposals in February from electrical contractors.

Bid

310813 – Heyburn Replace Benewah Restroom
Bid documents in preparation. Bidding scheduled for March 2021.

Bid

310814 – Heyburn Replace Chatcolet Restroom
Working with an engineer for scope development to install a prefabricated concrete restroom.

Scope Development

310815 – Heyburn Replace Lake View Cottage
Design contract awarded to begin foundation design.

Design





Project Number and Name

Current Status

310872 – Heyburn Chatcolet Campground Renovations
Site grading and water lines complete. Will place gravel and pave in spring 2021 before campground opens.

Construction



320181- McCroskey Redtail Primitive Campground & Shelters
Construction of campground complete. Working on closeout documentation with DEQ.

Closeout

320202 – Dworshak Replace Marina Winch System
Schematic design accepted and detailed design submitted at the end of January.
Contract completion date is 3/30/21.

Design



Dworshak docks, Safety Repairs to begin



Project Number and Name	Current Status
320211 – Dworshak Upgrade Water Treatment Plan Meter Installed, need to have new meter programed to communicate with chlorinator. Completion when activating in spring 2021.	Construction
320212 – Dworshak Repaint Group Camp Buildings Working on proposal with contractor. If proposal is acceptable, painting would be planned for May 2021.	Bid
320213 – Dworshak Upgrade Shower House Plumbing Contacting service contractors for a proposal or will bid in April 2021.	Bid
320214 – Dworshak Roadway Repairs Boat Ramp Parking Working on scope and timing of project with Park Manager.	Scope Development
320215 – Dworshak Replace Freeman Creek Water Line Designer under contract. Survey underway. Design will begin once Survey data is complete.	Design
320291 – Dworshak Osprey Loop Double Vault Replacement Weather prevented finishing installation. Contract completion by 5/27/21.	Construction
320293 – Dworshak Freeman Creek Tent Area Vault Replacement Installation Completed. Waiting for invoice. Need to order Solar Light kit.	Construction



Dworshak Freeman Creek Tent Vault



<u>Project Number and Name</u>	<u>Current Status</u>
320311 – Hells Gate Repair & Resurface Trails Scope under development. Plan to bid in March 2021.	Scope Development
320312 – Hells Gate Remodel Marina Restroom New 2021 project.	Scope Development
320392 – Hells Gate Marina Mooring Dock Replacement Received draft BA from USACE. Returned with comments. Still waiting on 404 Permit. Pending permit approval, construction anticipated winter 2021/2022.	Design



SOUTH REGION

<u>Project Number and Name</u>	<u>Current Status</u>
--------------------------------	-----------------------

330101 – Ponderosa Replace Peninsula Boat Ramps and Docks Construction project was completed, and substantial completion was issued December 2, 2020. Final closeout will occur after snow melt occurs to verify no damage to parking lot.	Closeout
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Ponderosa Peninsula Boat Ramp and Docks

330111 – Ponderosa Re-Engineer Lakeview Cabin Roof Structures Project will be scheduled for 2022. Reservations impact for late 2022.	Scope Development
330182 – Ponderosa CG Electrical and Water Upgrades Phase I Project substantially complete. Will finish punch list in spring 2021.	Construction
330183 – Ponderosa Kokanee Cove Conceptual Plan The remediation work on the fireplace and chimney will take place after the winter weather subsides. Slab will be repaired to allow for public usage.	Construction
330211 – Eagle Island Pump House Replacement Design nearly complete. Awaiting final design documents prior to bidding.	Design



Project Number and Name

Current Status

330212 – Eagle Island Sewer & Water Design

Design

Application for annexation into ESD is with legal. 75% plans are due in mid-February for review. PER is into Idaho DEQ for review and approval. Cost estimate for this new RV Campground project is approximately \$7.5 million.



Eagle Island Sewer and Water, Concept Exhibit

330411 – Lucky Peak Pave Springs Shores Gravel Area

Bid

Bid documents are being assembled and project will be bid in February 2021 with construction scheduled prior to Memorial Day.

330511 – Bruneau Observatory Parking & Pathway Repair

Scope Development

Pending approval of another project and will combine if budgets are approved.

330512 – Bruneau Staff Housing Pilot Program

Bid

Steel Container pre-manufactured building will be bid to determine price of housing and to get design parameters to start site engineering design.



<u>Project Number and Name</u>	<u>Current Status</u>
330612 – Three Island Trailside CG Electrical Upgrades Design to be kicked off soon. Reservations impact planned for fall 2022 construction.	Scope Development
330711 – Lake Cascade Replace Blue Heron Rest Room Bid documents are being prepared with award slated for February 2021. Construction will take place late spring to middle summer 2021.	Bid
330764 – Lake Cascade Blue Heron & Van Wyck Docks/Pilings Working with consultant for project design.	Design
330771 – Lake Cascade Pelican Cove Day Use ADA Improvements & CXT NEPA permit has been received along with the Central District Health permit.	Design
330781 – Lake Cascade Crown Point Docks Temporary docks installed. Conceptual design and cost estimate complete. Cost estimate is about twice the project budget. Waiting for BOR to approve combining budget with Pelican Cove.	Design
340301 – Thousand Springs Replace Ritter Island Bridge Opening ceremony took place January 29, 2021. Project in closeout.	Closeout



New Ritter Island Bridge, Completed December 2020



Project Number and Name

Current Status

340303 – Thousand Springs Visitor Center

Construction

Project under construction, foundations and slab poured, SIPs walls and roof panels being installed, road being roughed in. Construction on schedule.



Thousand Springs Visitor Center



340311 – Thousand Springs Ritter Island Barn Reroof

Design

Bid Documents are being prepared for summer 2021 construction.

340381 – Thousand Springs Ritter Island Refurbish Pink House

Design

Project under design. Project to be bid in spring with spring 2021 construction.

340393 – Thousand Springs Billingsley Entrance Road

Construction

This project has been combined with 340303 Thousand Springs Visitor Center.



Project Number and Name

Current Status

340395 – Thousand Springs Billingsley Creek Campground

Design

Reviewed 50% design drawings. Design expected to be complete March/
April 2021 with bidding in April 2021.

Scheduled for fall 2021 construction start pending the approval of the additional
RV Grant.

340399 – Billingsley Creek Development Phase 1

Design

Reviewed 50% design drawings. Design expected to be complete March/
April 2021 with bidding in April 2021.

Scheduled for fall 2021 construction start pending the approval of the
additional RV Grant.





EAST REGION

<u>Project Number and Name</u>	<u>Current Status</u>
340511 – Castle Rocks VC Exterior Maintenance Upgrades in process with windows on order an installation to follow. Park staff running lead on the project in the interim.	Construction
340512 – Castle Rocks New Vault Toilet Design nearing completion. Bidding early spring 2021.	Design
340611 – Lake Walcott Boat Ramp RR Repair New 2021 Project. Project will be scheduled for 2022.	Scope Development
350311 – Bear Lake CG Loop Upgrades Phase 2 New 2021 Project. Pending grant approval for water spigots upgrade and will combine with the electrical project. Scheduled for 2022 construction.	Scope Development
360102 – Harriman Scovel Center Winterization Engineering firm has started HVAC design. Contract being finalized For winterization design.	Design
360112 – Harriman Upgrade Dormitory Project bid on 1/26/21. Asbestos found in the floor tile which will have an impact on the project budget. The construction window is Spring of 2021 during the lowest occupancy time of the year.	Bid



Harriman Dormitory Upgrades



360113 – Harriman Historic Bridge Replacement Project Complete. Opening dedication event scheduled for June 2021.	Closeout
--	----------



Project Number and Name

Current Status

360201/360212 – Henrys Lake Old Loop Asphalt Repairs

Closeout

Waiting to closeout project until Spring 2021. There is concern with runoff that the living pads may not hold up. Additional reinforcement may be needed.



360211 – Henrys Lake Caddis Loop RR Upgrade
New 2021 Project.

Scope Development

360271 – Henrys Lake Rest Room Remodel at Boat Launch
Project in design. Project to be bid late spring for summer 2021 construction.

Design

360511 – Land of Yankee Fork Maintain Parking Lot
New FY21 Project.

Scope Development

360512 – Land of Yankee Fork Skylark Mine Trail Repairs
New FY21 Project.

Scope Development

DPW 21540 – Land of Yankee Fork VC HVAC Replacement
A contract has been awarded to the State HVAC Service Contractor.
Construction is scheduled to start early February with work finishing
On the AC portion in the late spring.

Construction

360582 – Engineer Evaluation Bayhorse Building Stabilization
Project in design with new engineer. Planning to negotiate project with
Roofing service contractor.

Design



2020 CARES ACT REMEDIATION PROJECTS SUMMARY

Priest Lake, Lionhead Site Remediation

The project was substantially completed on October 28th, 2020. This project was an excellent example of resource preservation by re-aligning the camp sites and expanding the existing day use parking areas. This should help reduce the parking on vegetated areas and preserve State property. Some additional site remediation work may be needed in Fall 2021.



Priest Lake Lionhead, Day Use Area

Statement from Priest Lake State Park Manager – Lonnie Johnson

“It is better than expected. I walked the entire campground on Saturday. This has been a long time coming and what a great start to 2021 for not only visitors but all the staff.”



Farragut, Eagle Cove Parking Expansion

The project was substantially completed in mid-December 2020. It is estimated this will add an additional 50 to 60 parking stalls for boats and trailers. The area is planned for paving in Spring 2021.

Statement from Farragut State Park Manager – Liz Palfini

“Funding from the CARES Act has allowed Farragut State Park to increase the parking area available at the Eagle Boat Launch. This new parking increases our ability to provide access to outdoor recreation activities to the unprecedented number of people visiting now and in the future.”



Farragut Eagle Cove Parking Expansion



Thousand Springs Box Canyon Parking Remediation

The project was fully completed on November 13, 2020, including paving and striping. Based on our new striping layout, we can add up to 80 new parking stalls at the overlook and trailhead to Box Canyon.

Statement from Thousand Springs State Park Manager – Dave Landrum

“It will be awesome for the community, not just the locals but for tourists. It will make it so much nicer for wheelchairs to access the overlook of Box Canyon. It has been something we have been trying to do for 14 years and will greatly improve safety, accessibility, and our natural resources. Thank you all!”



Thousand Springs Box Canyon Paving



Bear Lake, East Beach Parking Remediation

The expansion of the east beach parking area was completed on November 4, 2020. The additional parking to area is estimated to add 300 +/- spots to the already overused area. Pending approval of potential surplus funding, the paving will be completed this Spring, prior to the peak season.

Statement from Bear Lake State Park Manager – Kirk Rich

“Additional parking at East Beach will help us to provide parking for hundreds of vehicles turned away on Friday and Saturday throughout the summer. Overall, it will enhance revenue and be instrumental in allowing for additional development opportunities at that site.”



Experience/Education Program Report October, November, December 2020

Experience/Education Program, Jamie Little, Supervisor

Mission

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

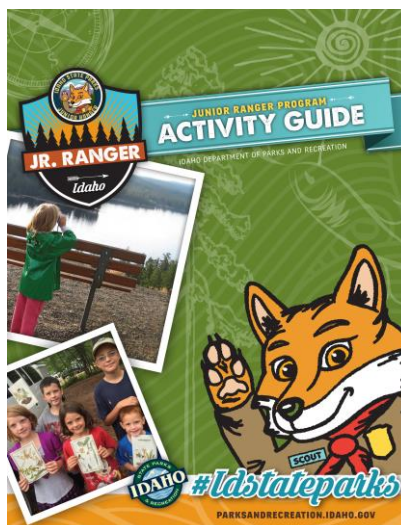
Goals

- Work to implement the agency Strategic Plan
- Assess all parks in the system in terms of needs/priorities for interpretive facilities, exhibits, programming, training, and staffing.
- Continue creating high quality photo files of the parks for use in interpretation, social media, and marketing.
- Lead the Interpretive Team to support implementation of improvements in the overall Experience/Education program.
- Continue implementing the Interpretive Strategic Plan.
- Plan for and create Natural and Cultural Resource Assessments for the parks.
- Start creating park interpretive plans in 2019, starting with City of Rocks/Castle Rocks.
- Make adjustments in interpretation during COVID-19

Quarterly Program Report

- October 2 responded to a park visitor request for information on the online Junior Ranger Program.
- October 8 attended state of the agency meeting with Interim Director Buxton.
- October 8 met with Ranger at Walcott State Park to observe interpretive presentation and provide feedback and tour park exhibits in need of updates.
- October 13 shared registration information on the November 2020 NAI National Workshop with park staff.
- October 14 shared information on bird next box plans placed on the H drive for parks.
- October 14 responded to a request for information on bird and bat boxes from Harriman State Park staff.
- October 15 attended Earth to Sky Idaho group NASA/NPS team meeting.
- October 19 provided feedback for edits to the new IDPR website content.
- October 21 provided jobs websites to use for the Operations Administrator and Registration and Reservation Program Manager postings to HR staff.
- October 27 met with the Golden Eagle Audubon Society at Eagle Island State Park to coordinate volunteer involvement in a nest box park improvement project.
- October 28 attended Earth to Sky regional leaders national NASA/NPS team meeting.
- October 30 coordinated with Shoshone-Bannock Tribes to receive their input on the draft interpretive exhibit content at Thousand Springs State Park Visitor Center.

- November 3 attended state parks interpretive coordinators national meeting.
- November 5 provided a report on the September 2020 Girl Scout national event to Interim Director Buxton and the Executive Staff. We had one park with on-site activities and two parks with virtual activities this year.
- November 5 led IDPR Interpretive Team meeting.
- November 6 surveyed park managers for their preferred date for the annual interpretive training.
- November 9 collected showy milkweed seed for Lake Cascade State Park native plant project.
- November 10-13 attended National Association for Interpretation national conference (virtual conference this year).
- November 16 was interviewed by a TV reporter from KSAW (a sister station to Ch. 6 in Boise) for a segment on IDPR winning a national award for the Junior Ranger Program.
- November 16 responded to a request from Massachusetts State Parks for a copy of our Junior Ranger Guide that won a national award this year from NAI. (They are working to update their program are looking for ideas for improvements.)
- November 16 shared information and 30 handouts with parks staff from the 2020 NAI National Workshop held in November.
- November 16 responded to a request for information on our interpretive programs to an Assistant Region Manager from Washington State Parks looking to improve their programming.
- November 16 responded to a request for photos and information on the IDPR Junior Ranger Program from Jeff Roper at First Alert Weather, KIFI-TV 8 ABC, KIDK-TV 3 CBS, KXPI-TV 5 FOX.
- November 17 provided interpretive training materials to Harriman State Park request.
- November 28 assisted park ranger with recertification process for the Certified Interpretive Guide program with the National Association for Interpretation.



IDPR Junior Ranger Guide receives national award

- In November, as part of the NAI National Conference, the National Association for Interpretation announced the national award winners for interpretive media.

In the category of Site Publication, second place was awarded to:

2019 Junior Ranger Program Activity Guide
Idaho Department of Parks and Recreation
Brainstorm Ink
Cornwell Creative

(Brainstorm Ink and Cornwell Creative are the contractors hired to do the graphic design work for the publication)

This is the first time in the history of the Idaho Department of Parks and Recreation that the agency has received a national award in interpretation.

First place went to:

100 Years, Millions of Lives, One Grand Canyon
Grand Canyon National Park
Grand Canyon Conservancy
Shine Creative Industries
Roger Naylor

Third place was awarded to:

Pocket-sized Fold-Up Trail Brochures
Birds New Zealand
Treasures of Tane, New Zealand
Silent Spaces, United Kingdom
Southern Colour Print, New Zealand

The creation of the Idaho Junior Ranger Activity Guide was accomplished through the leadership of the Interpretive Team and the contributions of many park staff from the twenty-two Junior Ranger parks. Each of the parks has an individual page with customized content for their park within the Guide. The 24 page Guide supports Junior Rangers as they learn more about the parks, explore Leave No trace concepts, safety in parks, and the flora, fauna, and history of Idaho. Interpretive Team members from 2019 include Coordinator Jamie Little, Wallace Keck, Manager at City of Rocks/Castle Rocks, Terri Bryant, Ranger at Ponderosa, Errin Bair, Ranger at Farragut, Mary McGraw, Manager at Round Lake, Courtney Davenport, Ranger at Lucky Peak, and Kathleen Durfee, Manager at Old Mission/ Trail of the CDA. In 2019, over 8000 youth ages 6 to 12 participated in the Junior Ranger Program.

Junior Ranger Parks include:

Old Mission
Castle Rocks
Round Lake
Farragut
Trail of the CDA
Dworshak
Winchester
Heyburn
Three Island Crossing
Thousand Springs
Bruneau Dunes
Lake Walcott
Lake Cascade
Ponderosa
Harriman
Henrys Lake
Lucky Peak
Massacre Rocks
Priest Lake
Eagle Island
Hells Gate
Land of the Yankee Fork

- Junior Ranger online program participation was a success for 2020 with participation June through December at over 10,000. The program was moved online due to the pandemic.
- Took park photos at multiple parks and shared those with Social Media staff for use on Instagram and Facebook posts, as well as posting on the P drive for staff use.
- Wrote several articles for IDPR News.
- Took photos at 1000 Springs State Park for use in interpretive exhibits in new Visitor Center.
- Supported field staff in developing online interpretation resources including providing guidelines and standards.
- Worked with City of Rocks/Castle Rocks staff on final edits to the City of Rocks/Castle Rocks Interpretive Plan. The Interpretive Plan has been finalized and is the first in a series created in support of the agency Strategic Plan. This Interpretive Plan was created in-house utilizing staff skills and experience saving the agency the cost of hiring consultants. This plan follows the National Park Service standard for interpretive planning.
- The seven participants in the Certified Interpretive Guide Workshop I led September 21-25, 2020 at City of Rocks National Reserve all received certification from the National Association for Interpretation.
- December 1 responded to a park request for information on binocular recommendations.

- December 1 shared information on Audubon bird counts with park managers and staff, several take place in Idaho State Parks.
- December 1 responded to a park request for assistance with the application process to certify City of Rocks as an International Dark Sky Park.
- December 4 shared information with park managers and rangers on the Great Backyard Bird Count February 12-15, 2021. This event is coordinated by the National Audubon Society, the Cornell Lab of Ornithology, and Birds Canada. The data goes into a national database (eBird).
- December 7 responded to request for input from the Natural Resource Manager on the Harriman State Park RFP for a consulting firm to put together a GIS database and Natural Resource management plan for Harriman State Park.
- December 16 attended webinar on the status of the Monarch butterfly, shared information with park staff.
- December 23 loaded 29 additional photos for use in the Thousand Springs Visitor Center exhibits to Dropbox for use by the exhibit company Formations. These include the images for the bird panel along with a variety of other images including two waterfalls.
- December 29 submitted the B-7 form for FY 2023 interpretive projects.

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

AGENDA
Idaho Park and Recreation Board Teleconference
February 24, 2021
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: **FY 2021 2nd Quarter Financial Reports**

ACTION REQUIRED: **Information Only**

PRESENTER: **Steve Martin**

PRESENTATION

Attached are the second quarter financial reports for fiscal year (FY) 2021. The information presented reflects an overview of the department's revenues, expenditures and cash balances along with a summary of the Passport Program.

- Page 2 – FY 2021 Financial Statement / Budget Status as of 12/31/2020
- Pages 3-5 – FY 2021 Y-T-D Park Operations Revenues / Expenditures
- Pages 6-12 – FY 2021 Cash Balances as of 12/31/2020
- Page 13 – FY 2021 Y-T-D Passport Program Revenue

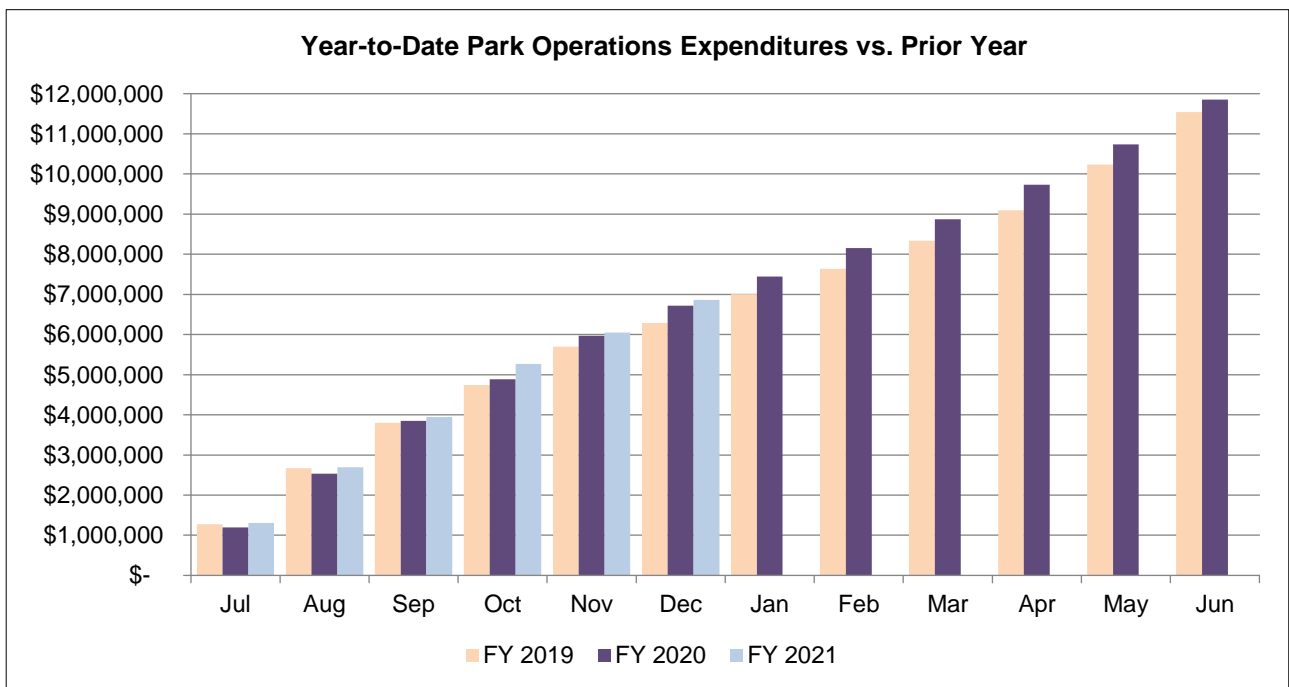
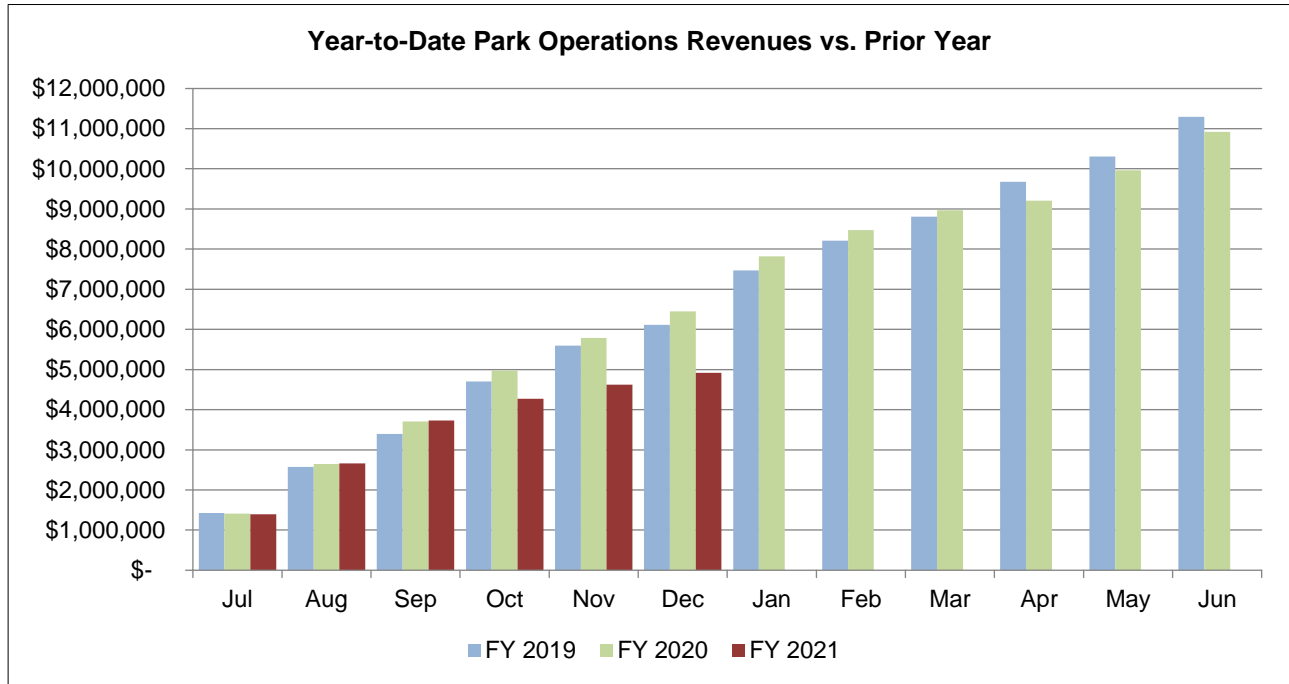
STAFF RECOMMENDATIONS

This agenda item is for information only.

**Idaho Department of Parks and Recreation
FY 2021 Financial Statement / Budget Status
as of December 31, 2020**

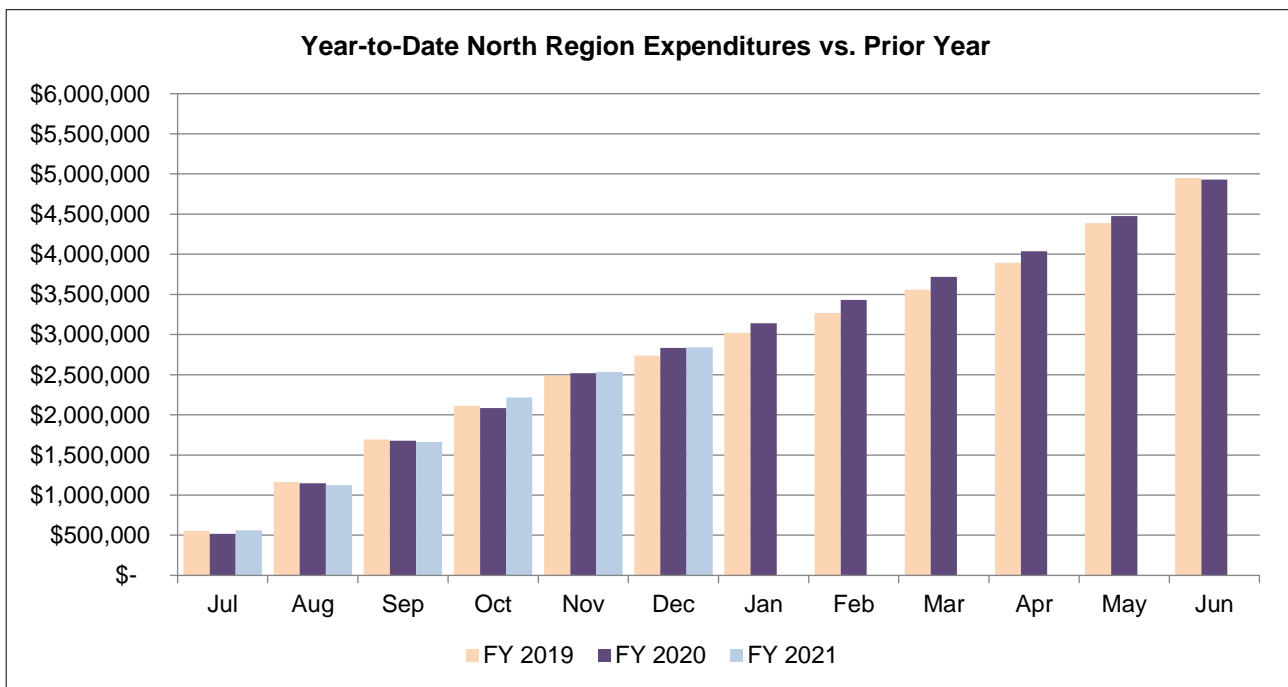
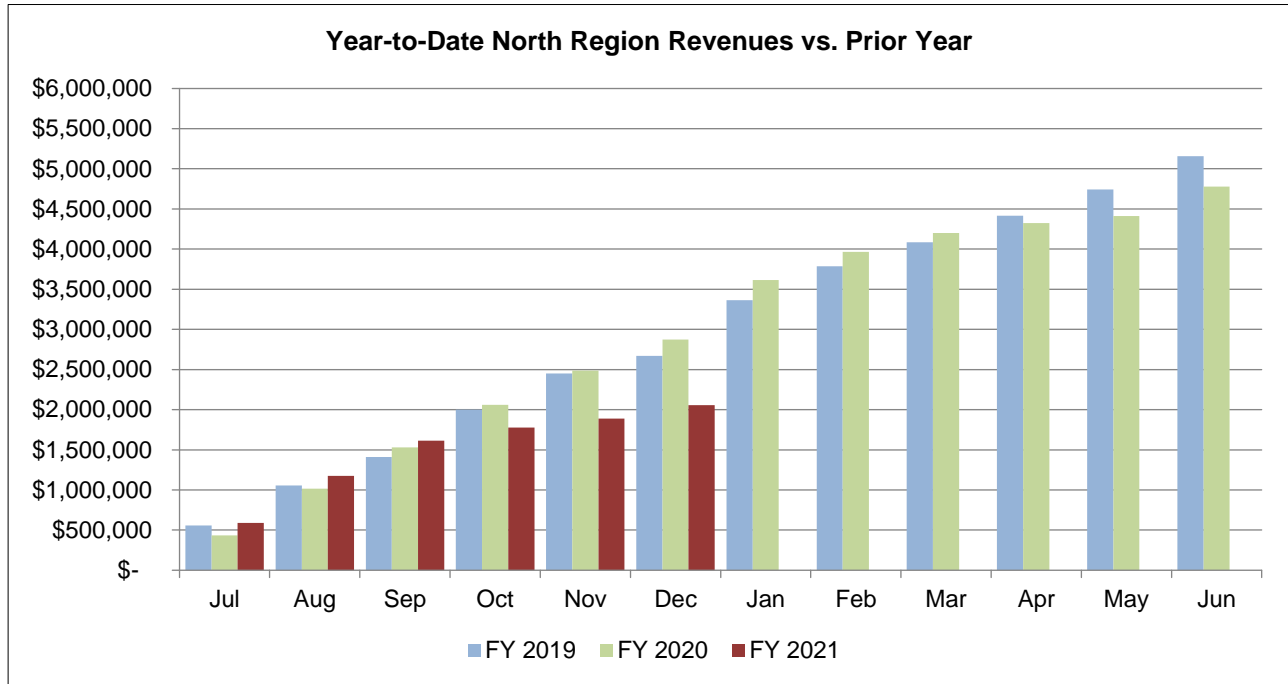
Program/Object	Appropriation	Expenditures	Encumbrances	Balance	% Remaining
Management Services					
Personnel Costs	\$ 2,676,900	\$ 1,214,270	\$ -	\$ 1,462,630	54.6%
Operating Expenditures	2,619,700	984,717	-	1,634,983	62.4%
Capital Outlay	103,588	20,988	-	82,600	79.7%
Trustee & Benefit	13,546,800	2,640,705	7,349,100	3,556,995	26.3%
Subtotal	\$ 18,946,988	\$ 4,860,681	\$ 7,349,100	\$ 6,737,207	35.6%
Park Operations					
Personnel Costs	\$ 11,013,600	\$ 5,407,199	\$ -	\$ 5,606,401	50.9%
Operating Expenditures	6,146,255	3,219,826	-	2,926,430	47.6%
Capital Outlay	1,892,680	830,851	-	1,061,828	56.1%
Trustee & Benefit	1,427,500	61,930	-	1,365,570	95.7%
Subtotal	\$ 20,480,035	\$ 9,519,806	\$ -	\$ 10,960,229	53.5%
Capital Development					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	
Operating Expenditures	192,321	192,321	-	-	0.0%
Capital Outlay	19,444,923	5,140,331	-	14,304,592	73.6%
Trustee & Benefit	-	-	-	-	
Subtotal	\$ 19,637,244	\$ 5,332,652	\$ -	\$ 14,304,592	72.8%
Total	\$ 59,064,267	\$ 19,713,138	\$ 7,349,100	\$ 32,002,029	54.2%

Idaho Department of Parks and Recreation
Park Operations - All Funds
Year-to-Date Revenues and Expenditures
December 31, 2020



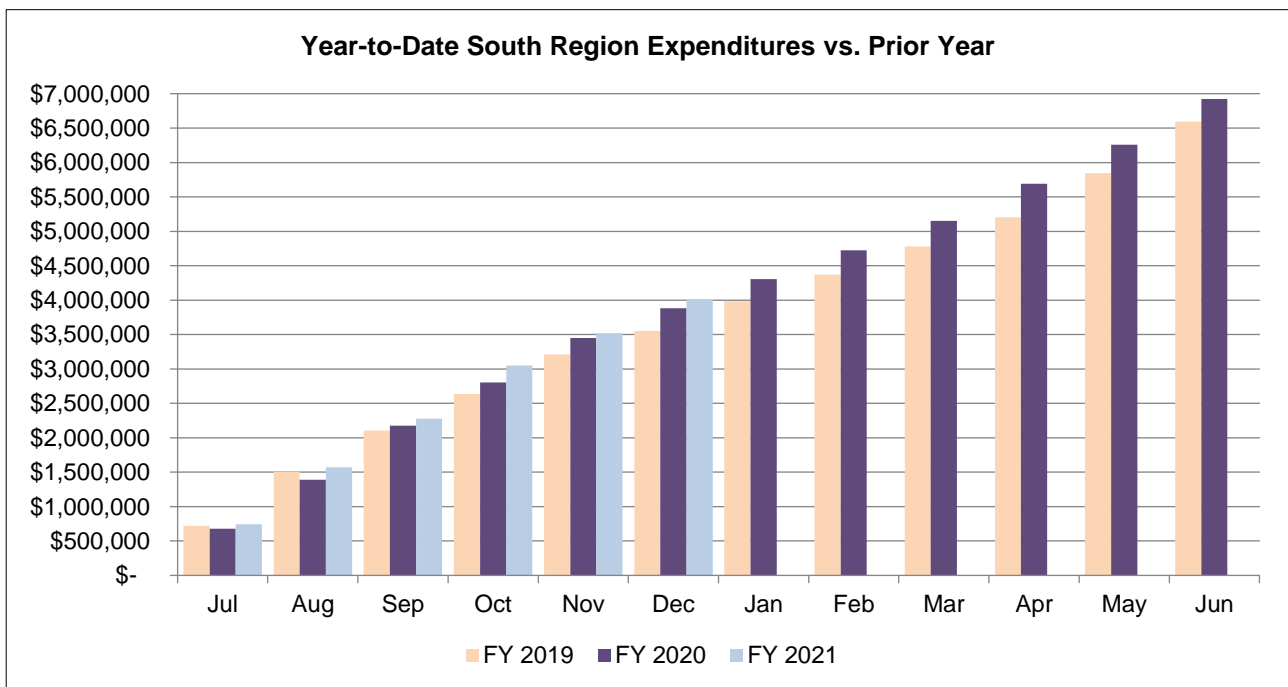
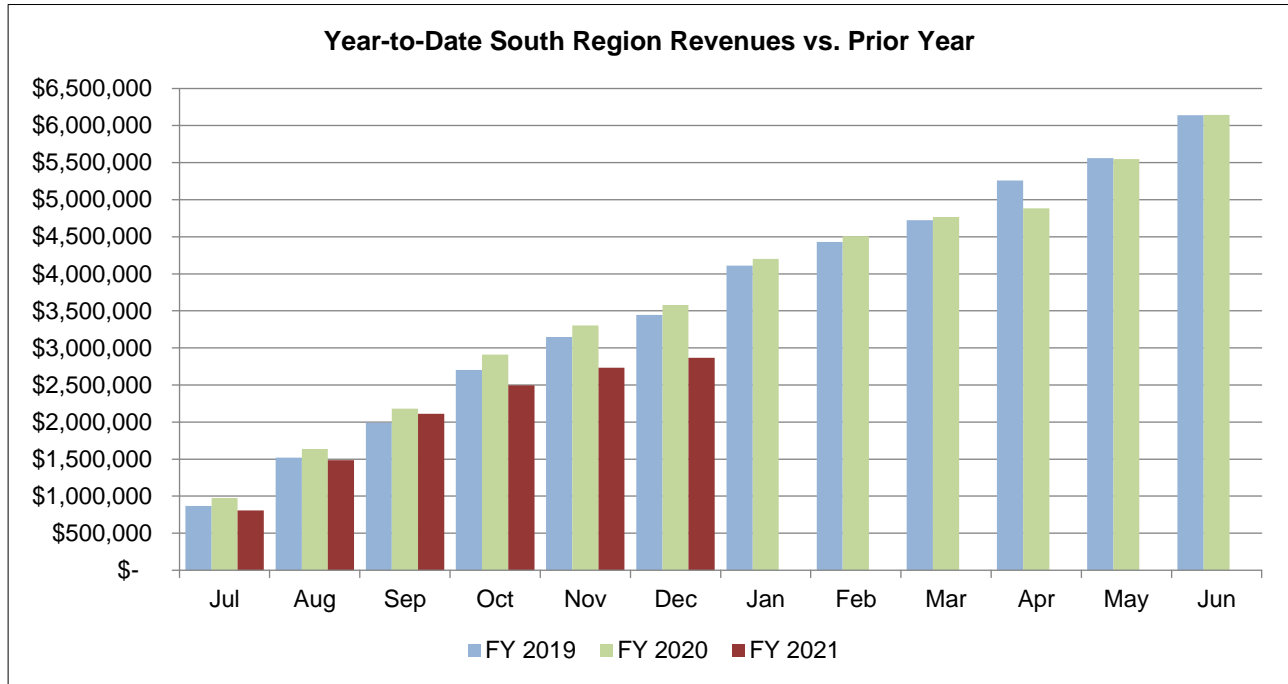
- All Park Operations fiscal year-to-date revenues are down \$1.5 million (or -23.7%) compared to FY 2020
- All Park Operations fiscal year-to-date expenditures are up \$142,100 (or 2.1%) compared to FY 2020

**Idaho Department of Parks and Recreation
North Region - All Funds
Year-to-Date Revenues and Expenditures
December 31, 2020**



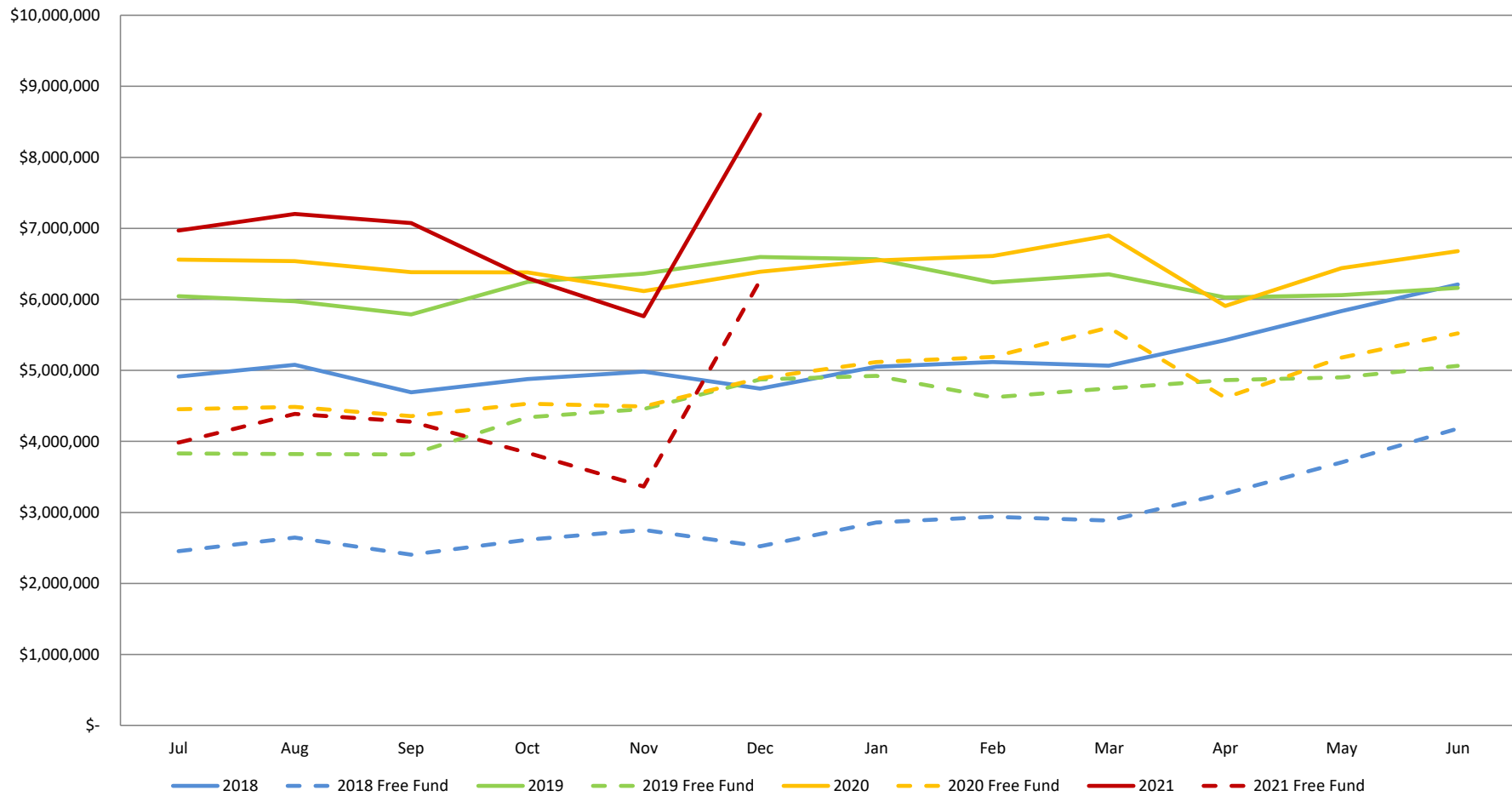
- North Region fiscal year-to-date revenues are down \$818,800 (or -28.5%) compared to FY 2020
- North Region fiscal year-to-date expenditures are up \$7,600 (or 0.3%) compared to FY 2020

**Idaho Department of Parks and Recreation
South Region - All Funds
Year-to-Date Revenues and Expenditures
December 31, 2020**

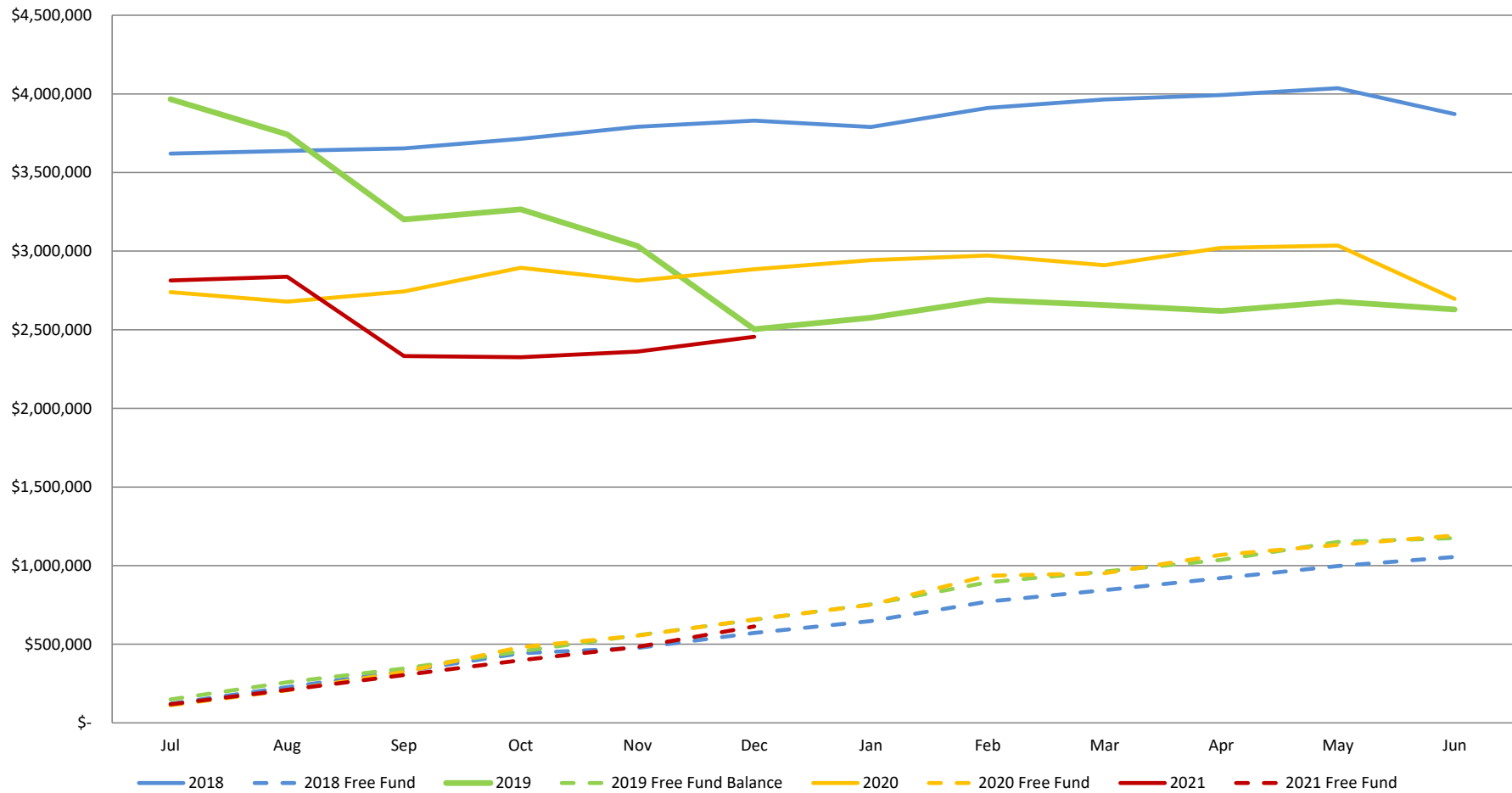


- South Region fiscal year-to-date revenues are down \$711,800 (or -19.9%) compared to FY 2020
- South Region fiscal year-to-date expenditures are up \$134,500 (or 3.5%) compared to FY 2020

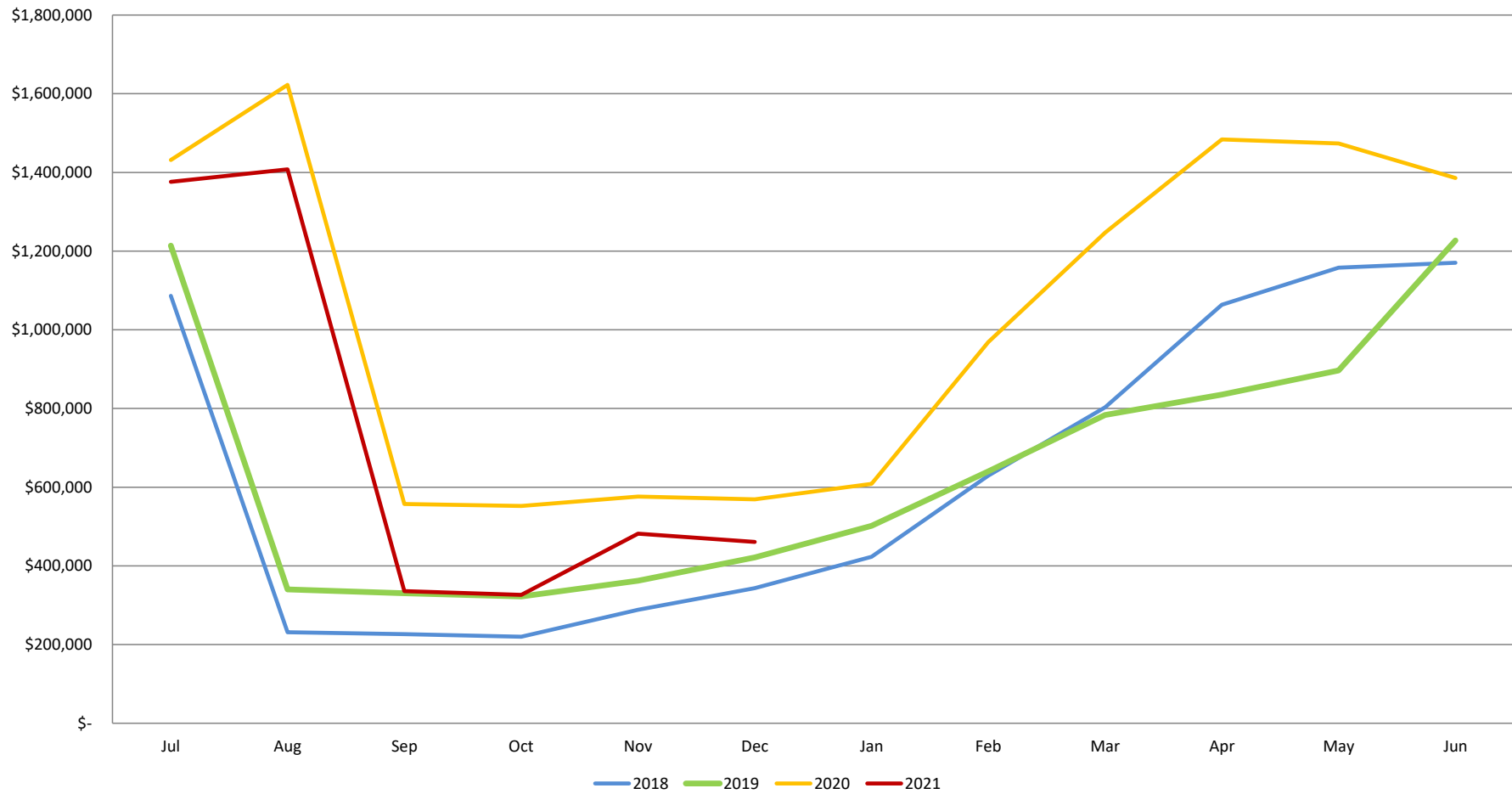
**Idaho Department of Parks and Recreation
Cash Balance Trend - Parks and Recreation Fund (0243)
December 31, 2020**



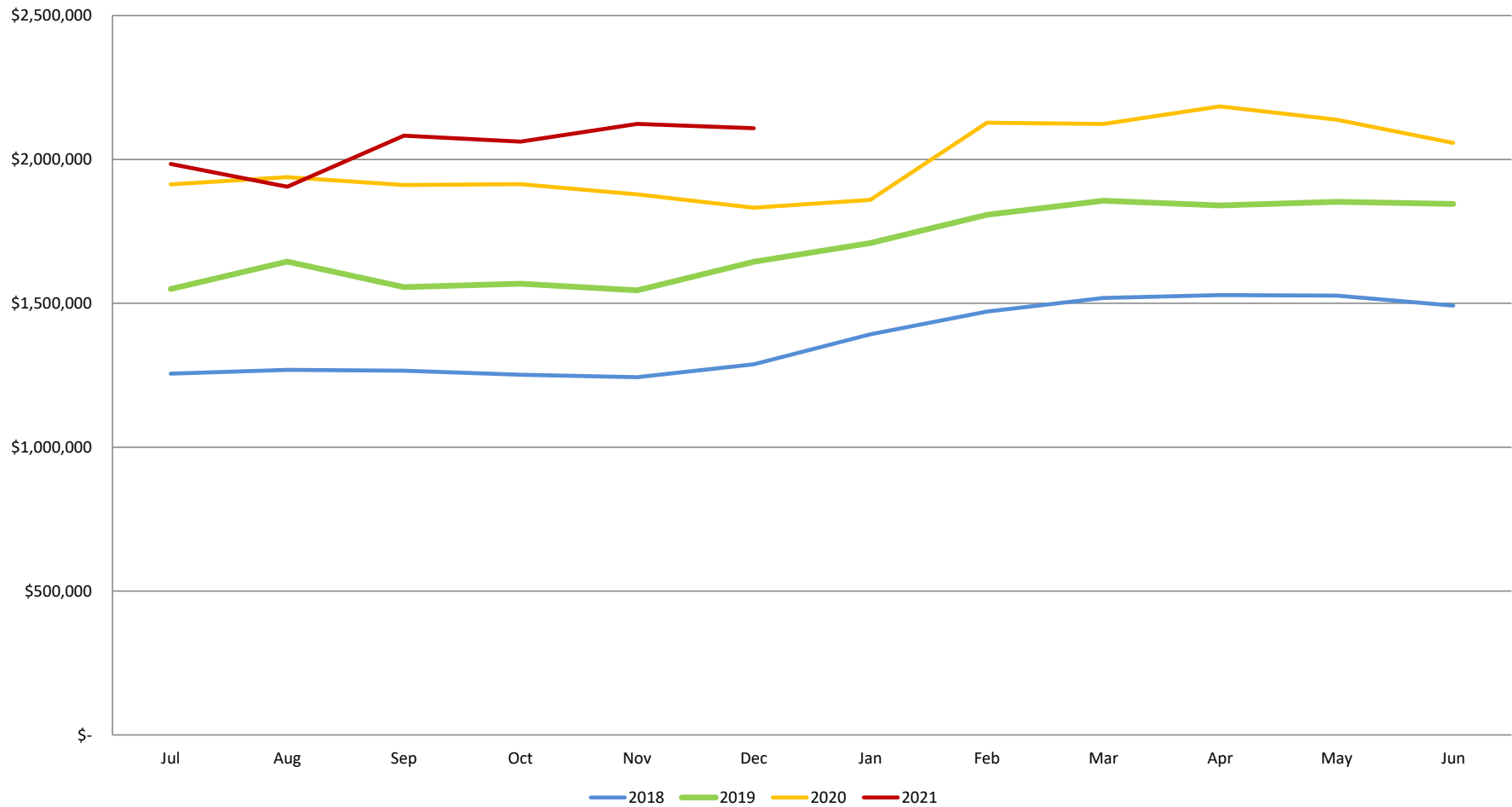
**Idaho Department of Parks and Recreation
Cash Balance Trend - Recreational Fuels Capital Improvement Fund (0247.01)
December 31, 2020**



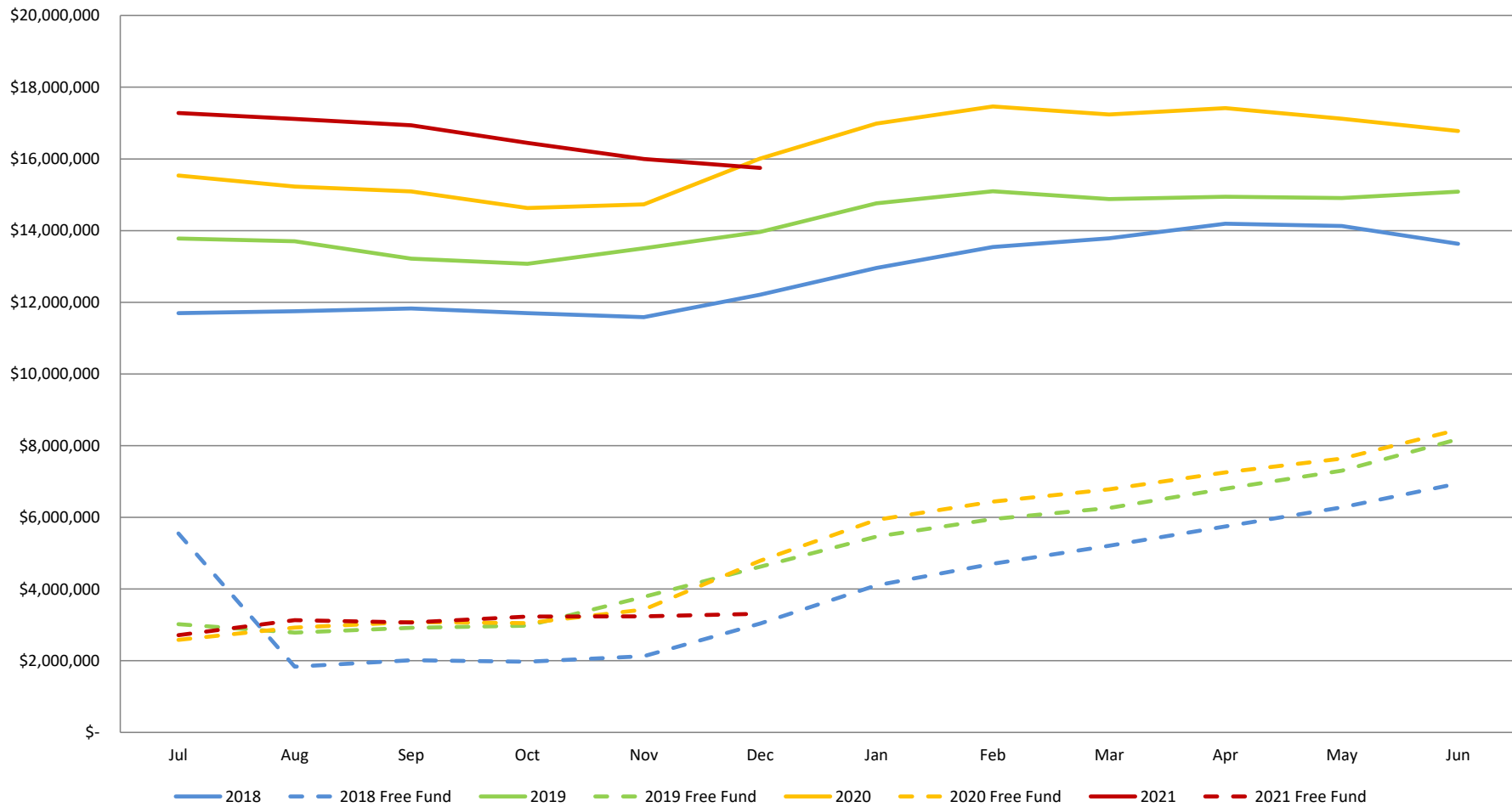
**Idaho Department of Parks and Recreation
Cash Balance Trend - Snowmobile Fund (0250.03)
December 31, 2020**



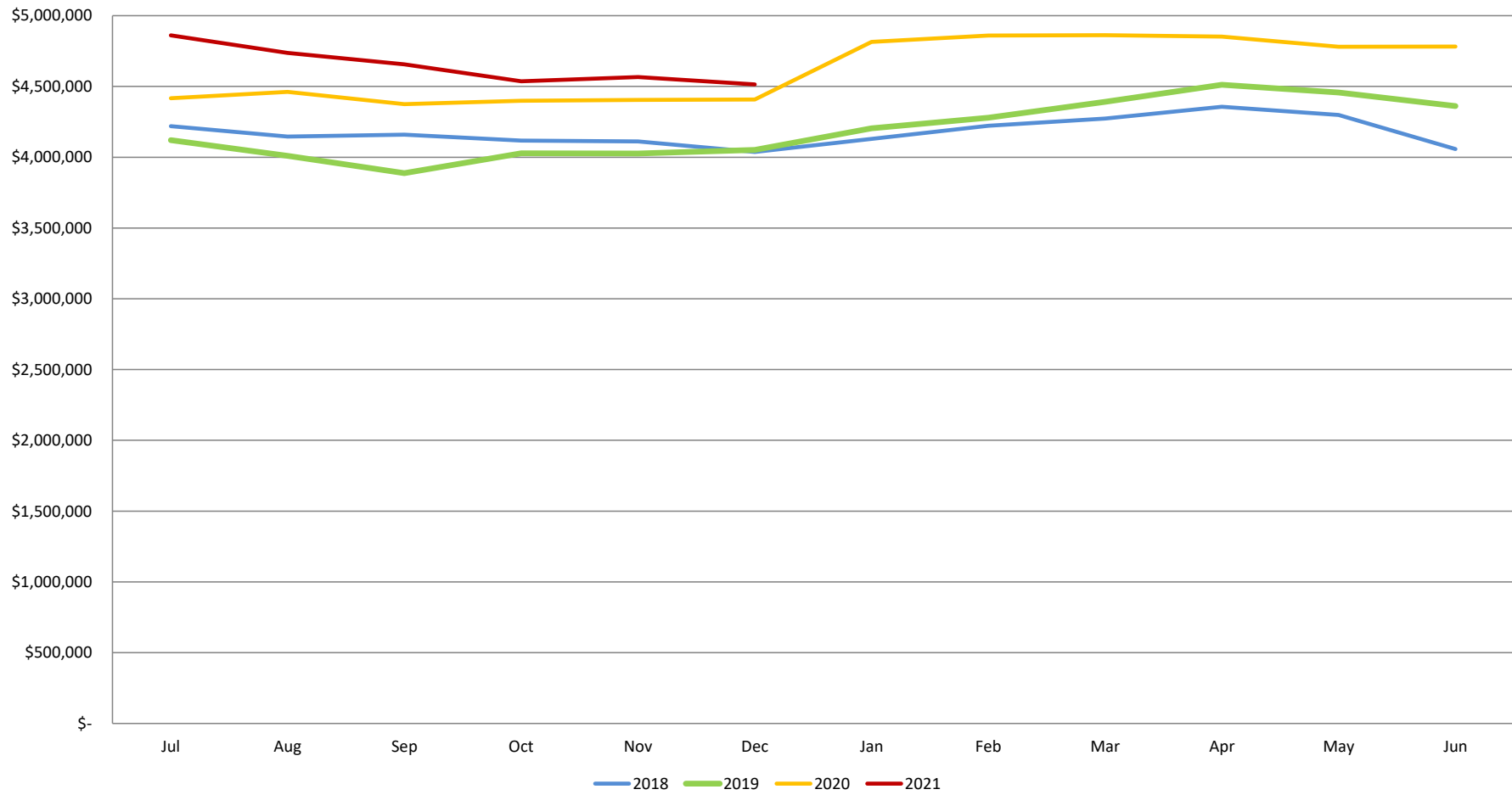
Idaho Department of Parks and Recreation
Cash Balance Trend - Motorbike / OHV Fund (0250.04)
December 31, 2020



**Idaho Department of Parks and Recreation
Cash Balance Trend - Recreational Vehicle Fund (0250.05)
December 31, 2020**



**Idaho Department of Parks and Recreation
Cash Balance Trend - Enterprise Fund (0410.01)
December 31, 2020**



Idaho Department of Parks and Recreation
Statement of Cash Balances - FY 2021
as of December 31, 2020

Fund	Description	Beginning Balance	Cash Inflows	Cash Outflows	Cash Balance	Encumbrances	Unobligated Fund Balance
0125	Federal Indirect Cost Recovery	\$ 375,677	\$ 94,034	\$ (158,348)	\$ 311,363	\$ -	\$ 311,363
0243	Parks and Recreation Fund	6,679,929	7,817,290	(5,893,655)	8,603,565	-	8,603,565
0243.02	Parks & Rec - Registration Administration	3,261,477	333,454	(1,727,529)	1,867,403	-	1,867,403
0243.03	Parks & Rec - Sawtooth License Plate	12,930	29,523	(42,453)	-	-	-
0243.04	Parks & Rec - Cutthroat Wildlife Plate	74,467	21,509	(12,619)	83,357	34,354	49,003
0243.05	Parks & Rec - Mountain Bike	131,656	22,458	(15,000)	139,114	17,380	121,734
0247.01	Recreational Fuels - Capital Improvement	2,696,100	863,631	(1,105,013)	2,454,717	-	2,454,717
0247.02	Recreational Fuels - Waterway Improvement	3,202,619	860,085	(458,550)	3,604,154	1,919,285	1,684,870
0247.03	Recreational Fuels - Off-road Motor Vehicles	3,632,359	860,655	(872,501)	3,620,514	950,501	2,670,013
0247.04	Recreational Fuels - Road & Bridge	2,281,404	447,964	(908,232)	1,821,136	528,762	1,292,374
0247.06	Recreational Fuels - Administration	427,059	555,066	(240,800)	741,325	-	741,325
0250.01	Registration - State Vessel	-	1,391,487	(1,404,481)	(12,994)	-	(12,994)
0250.02	Registration - Cross Country Ski	124,054	4,655	(17,485)	111,223	-	111,223
0250.03	Registration - Snowmobile	1,386,041	235,495	(1,160,692)	460,844	-	460,844
0250.04	Registration - Motorbike	2,057,785	555,547	(504,565)	2,108,767	-	2,108,767
0250.05	Registration - Recreational Vehicle	16,780,611	1,639,715	(2,671,686)	15,748,640	7,930,984	7,817,655
0345	Federal CARES Act (COVID-19) ¹	1,292,321	-	(1,292,202)	119	-	119
0348	Federal Grant Fund ¹	1,237,611	2,118,728	(2,300,176)	1,056,163	2,712,577	(1,656,413)
0349	Miscellaneous Revenue	64,176	6,160	(7,663)	62,673	-	62,673
0410.01	Enterprise	4,782,203	1,080,459	(1,348,145)	4,514,517	-	4,514,517
0496.01	Expendable Trust - Park Donations ²	323,416	30,857	(6,440)	347,833	-	347,833
0496.02	Harriman Trust	645,429	712,962	(246,203)	1,112,189	-	1,112,189
0496.03	Park Land Trust	3,606,425	17,313	(386,317)	3,237,422	-	3,237,422
0496.05	Trail of the Coeur d'Alenes	582,102	73,172	(62,904)	592,370	-	592,370
Total		\$ 55,657,852	\$ 19,772,221	\$ (22,843,660)	\$ 52,586,413	\$ 14,093,843	\$ 38,492,570

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)

Idaho Department of Parks and Recreation
Passport Program Revenue FY 2021
as of December 31, 2020

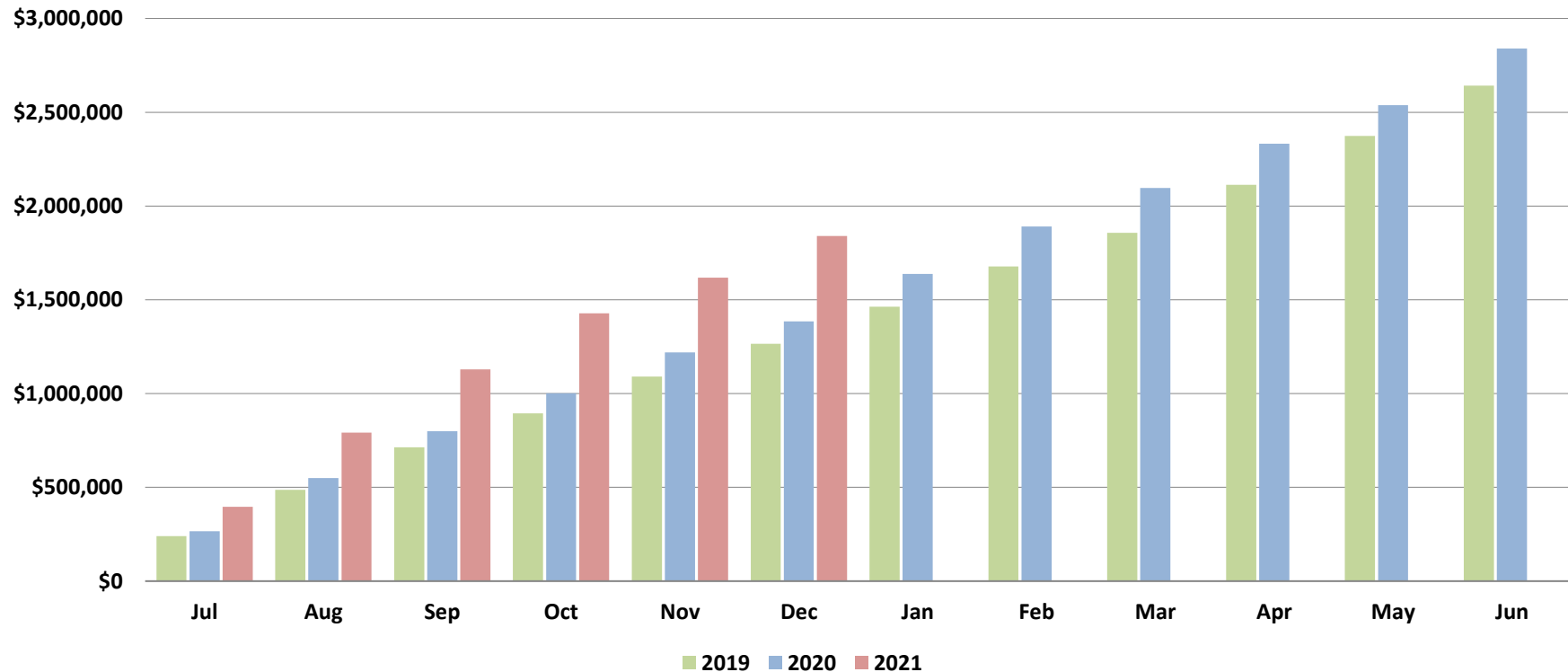
Gross Revenue	FY 2020 December	FY 2021 December	Increase/ (Decrease)	% Change
1-Year Registrations	\$ 98,940	\$ 112,250	\$ 13,310	13.5%
2-Year Registrations	66,680	109,560	42,880	64.3%
Total	\$ 165,620	\$ 221,810	\$ 56,190	33.9%

Transactions				
1-Year Registrations	9,894	11,225	1,331	13.5%
2-Year Registrations	3,334	5,478	2,144	64.3%
Total	13,228	16,703	3,475	26.3%

FY 2020 Y-T-D	FY 2021 Y-T-D	Increase/ (Decrease)	% Change
\$ 761,320	\$ 926,940	\$ 165,620	21.8%
623,520	912,520	289,000	46.3%
\$ 1,384,840	\$ 1,839,460	\$ 454,620	32.8%

76,132	92,694	16,562	21.8%
31,176	45,626	14,450	46.3%
107,308	138,320	31,012	28.9%

Revenue Trend by Fiscal Year



HUMAN RESOURCE REPORT OCT-DEC 2020

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.
- Manage the updates to the Department's Random Drug Test program.
- Volunteer recruitment and networking continue year-round. Volunteer hours totaled 74,565 for 2020.
- Monitor IT security training per state requirement.
- Quality control review of performance management agency wide.
- Updated SharePoint to ensure new employees and managers have access to helpful information.
- Worked with IDPR staff to provide guidance for COVID-19 questions and issues.
- Participated in semi-weekly DHR Zoom calls to ensure compliance with state-wide HR guidelines.
- Monitor Worker's Compensation claims and provide coordination among employees, management, and State Insurance Fund for progress and return to work information.
- Aid employees and managers to ensure an effective workforce during increased visitation.
- 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.
- Worked with IDPR Comp Team to design and submit a partial change in employee compensation (CEC) as directed by DHR/DFM for FY21.
- Worked to reclassify R&R staff from Technical Record Specialist to Customer Service Representative to better reflect job duties.

Worker's Compensation Data for 2017-2020 (to date):

		Total Losses			
	Claims Count	Total Compensation	Total Medical	*Total Losses	# Current Open Claims
2019	24	\$4,938	\$11,159	\$32,036	2
2020	30	\$7,528	\$204,582	\$246,557	4
2021	0	\$0	\$0	\$0	0

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

TURNOVER

Fiscal Year	Begin Count	End Count	Avg Emp	Number of Separations	Turnover Rate	State
2019	148	144	146.9	<u>29</u>	*19.9%	14.9%
2020	144	154	149.0	<u>17</u>	11.7%	15.0%
2021	146	144	145	<u>17</u>	11.7%	10.2%

*11 retirements

MANAGEMENT SERVICES QUARTERLY REPORT November 2020 through January 2021

MANAGEMENT SERVICES DIVISION ADMINISTRATOR – ANNA BORCHERS CANNING, AICP

IDPR Mission:

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

Management Services Administrator Primary Functions:

1. Provide management services staff with the necessary tools to succeed in their jobs and provide leadership and direction for registration, reservation, grant, fiscal, and development programs.
2. Serve as the IT Manager, Planner, and Red Tape Reduction Officer for the Department
3. Work with the Operations Administrator to identify needs of the operations staff and assist in meeting those needs.
4. Proactively work to meet Director and Board priorities and concerns.

Management Services Division Administrator's Report

- Attended the November Park and Recreation Board Meetings (teleconference).
- Continued to act as agency IT manager. Activities included purchasing new computers and laptops, and renewing subscriptions of Adobe, Microsoft, and ArcGIS.
- Participated in numerous teleconference meetings including the Agency Leadership Weekly COVID-19 Call and Information Technology Leadership Council.
- Worked with Grants Subcommittee to develop a proposal for Board consideration at your February meeting.
- Presented pending fee rules to the Senate Resources and Environment Committee.
- Conferred with possible Idaho Department of Lands customer on future park lands and facilities for Ponderosa State Park.
- Reviewed appraisal of the Ritter Island property that we may be able to use to address the Hoo Doo conversion issue with NPS.
- Worked with Human Resource Officer Debbie Hoopes, Finance Officer Steve Martin, interim Operations Administrator David White, and Director Buxton to draft a possible bonus plan for this year.
- Attended Ritter Island Bridge Dedication Ceremony in Hagerman.
- Reached out to Idaho State Archivist to review what boxes we have in storage, what can be disposed, what to keep, and where to keep it. We should be able to bring all files back into our office. This will mean a small savings to our operating expenses.

- Provided Director Buxton with information and presentation for our amendments associated with red tape reduction of Idaho Code related to parks and recreation.
- Worked with Interim Reservations and Registrations Program Manager Joel Taylor on fee updates, snowmobile distribution issues, new legislative amendments proposed by user groups for OHV and snowmobiles, snowmobile registrations reporting, timing, and the nature of renewal notices in our new system,
- Hired new Reservations and Registrations Program Manager Seth Hobbs. Seth is learning more and more each week as he drinks from the information water hose. Mr. Hobbs is a great addition to our team. Worked with Seth Hobbs and his Administrative Assistant Rebecca Honsinger on visitation statistics and fees.
- Worked closely with Director Buxton on responses to proposal by Representative Okuniewicz to double fees on non-residents. Worked with Senator Vic, Representative Gibbs, Representative Lickley, and Representative Okuniewicz toward a mutually agreeable solution.
- Participated in Round 2 interviews for the Operations Administrator. I am excited to have Troy Elmore as my new Partner-In-Crime-Administrator.
- Responded on projects subject to Federal Energy Regulatory Commission review.
- Listened to presentation on staff survey results by Medalia Group.
- Provided timely accounting and travel approvals for management services, human resources, development bureau, communications, and marketing staff.
- Various tasks and meetings to support Finance, Grants, Reservations & Registrations, and Development.

QUARTERLY REPORTS

OCTOBER – NOVEMBER – DECEMBER 2020

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 IDFG Gray's Meadow Design, Concepts and Interactions review providing feedback on the project with respect to the TOC; IDPR Board Meetings online; Executive staff meetings online; IDPR All Staff online update; ICC lease discussion on their use of HQ office space and parking of vehicles; Bayview Water District/Farragut easement discussion concerning US Navy Easement Deed and modifications; TOC shop relocation to Smelterville IDEQ property
- Discussed Dworshak State Park management with respect to ASCOE lease renewal with staff
- Toured Farragut State Park and discussed operations with the new Park Manager and the Asst. Mgr.; toured and discussed Heyburn and TOC projects with Development staff; reviewed Hells Gate State Park operations with Park Manager after his hiatus; toured Eagle Island State Park with staff discussing short-term and long-term operations and management
- Attended IRPA Annual Conference in Post Falls
- Accepted the role of Interim Operations Division Administrator upon the retirement of Ops Admin, coordinating all parks and recreation needs statewide.
- Met with USACOE representatives including the Commander and lead Real Estate Management to discuss the status of the Dworshak lease and how to move forward. Good communication occurred. They responded with an updated lease. We then reviewed and responded accordingly.
- Coordinated the fall Bi-Annual TOC RAMP Meeting with all associated Government entities participating accordingly; Hells Gate/City of Lewiston MOU to share equipment; TOC RAMP Bi-Annual Meeting Minutes; AVISTA Agreement allowing for shoreline cleanup at Higgins Point; DWO/USACOE Draft Lease conditions; finalization of the Wriggle property donation to McCroskey.
- Reviewed various properties and obtained additional information as needed for relocation of the TOC shop.

- Worked with OPS Admin. Asst. as she was working towards retirement in the middle of the December to transfer responsibilities temporarily to Directors Admin. Asst. and finalize ongoing projects as applicable.
- Addressed the following with staff as applicable: Idaho Conservation Corps use of HQ; Eagle Island Sledding Hill Concession Agreement and potential Archery Range touring the park with the Manager; Harriman grazing lease; Snowmobile Registration concerns; potential Gas Tax concerns associated with ITD proposals;
- Initiated statewide development of Annual Park Reports and Work Plans with OPS staff and respective Management Service staff to provide required data summaries.; OPS FY 23 O&E and CO/MM Budget Requests
- Assisted with Farragut, Old Mission, and Heyburn Ranger interviews.

NR MAINTENANCE CREW

- Farragut: Installed new traffic counter loops in North road and East entrance; Graded roads in Thimbleberry, dump entrance and OHV site; Entered signs into CNC computer
- Heyburn: R215 for auction; Took backhoe to CDA tractor for repairs
- North Region Office: Various vehicle, equipment and facility repairs; Finished plaques for Thousand Springs VC; Built picture plaque for employee retirement and shipped to Boise; Sent 5 traffic counters back to Diamond Traffic Products to be rebuilt; Borrowed roller from F&G for roads at Farragut; Took equipment and vehicles to auction; Went to Nesbitt property and installed stickers on gate and checked house for break-ins
- Old Mission/TOC: Took forklift to Gene Day pond and moved concrete barrier; Picked up used oil drum from TOC shop and took to Shoshone County Waste; Helped Ranger build a computer stand for visitor center entry desk in NR wood shop; Worked on treadle sewing machine for Manager
- Priest Lake: Gave ranger new traffic counter for Lionhead
- Round Lake: Picked up auction items; Replaced shingles on green bathroom; Installed new traffic counter loop in winter entrance road; Dug up septic line from shop to septic tank; Installed new septic tank for shop; Planed 45 table boards; Cut four insert signs on CNC
- Winchester: Installed gates on B&C loop road; Picked up R68 for auction; Looked at woodstove insert in park housing (recommended placing more firebrick on bottom of woodstove)
- Boating: Helped lower snowmobiles down from loft; Discussed moving heater on boating side of OHV shed; Helped Trails Specialist with dent on work truck, repair oil filter and primer pump on trail cat

NR OFFICE STAFF

- Assisted TOC Manager with invoicing and researching leases
- Kept website and internal calendars updated with park events and activities
- Learned new registration program and procedures
- Assisted with OPS Admin Duties after Administrative Assistant retired

PRIEST LAKE STATE PARK – LONNIE JOHNSON, PARK MANAGER

Customer Service

- Store remained open 5 days a week until October 17. Store is now open 3 days a week thru the winter
- Ski trails were groomed in December
- New store merchandise brought in for Christmas gift shoppers

Park/Program Usage

- Indian Creek remained full on weekends and half full through the week for the first two weeks of October. We turned the water off for the season a week later than usual due to the nice weather and park usage. Cabins are still booked full on the weekends. We have almost doubled in our park visitation in each campground from what we saw last October
- Had a few hunters in for November at campsites and in cabins

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Staff Training

- The Administrative Assistant attended the online training class for Fish and Game licensing system, she also attended the IDPR Supervisor Academy class
- Two staff members took the online supervisory class

Park Manager's Narrative

- Lionhead Campground was reconfigured, and a local contract company finished that project. This improvement will help with many parking issues Contractor will be back up in the spring to check that all sites look good and make any minor adjustments. This was accomplished thanks to the Cares Act monies
- Construction on Schaffer Cabin road was completed
- Staff was able to remove hazardous trees and work on Indian Creek campsites with minimal snow coverage in November

ROUND LAKE STATE PARK – MARY MCGRAW, PARK MANAGER

Customer Service

- Visitor Center hours were reduced this quarter. Staff worked on projects, repairing, and performing maintenance on facilities and equipment
- Park staff provided regular updates to phone and web services to keep customers informed of operational changes for the current season

Park/Program Usage

- Campground was near full on the weekends with a dozen campers during the week the first two weeks of October. We went from summertime weather at the beginning of the month to plowing snow at the end of the month.
- Day use area remains open. Visitors have been using the trails and day areas to fish, hike and walk dogs. The shelters were rented out
- Had requests to rent the amphitheater
- We are working with HQ to get the amphitheater in our RA inventory to manage as a rental facility
- We had more campers this November and December than normal.

Program Services

- Wedding ceremony at the amphitheater in October

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events	1	62

Preservation of Natural, Cultural, and/or Historical Resources

- Staff continued working to get road barriers put in place and filling holes from uprooted trees
- Staff has worked to burn the slash piles that were left by the logging operation
- A volunteer has been working to open the trails and provide better views of the lake and surrounding area by removing limbs and cutting leaning trees

Strategic Plan Actions

- Discussions are ongoing with regards to funding the installation of defined living pads in each campsite in conjunction with vegetation management plan to protect the resource and enhance visitor camping experiences

Park Manager's Narrative

- During the month of October, Region crew finished repairing the green restroom roof from the Labor Day windstorm
- Gravel was installed on the new winter road entrance to stabilize the erosion that occurred during the spring and fall rain
- The winter bulletin board and fee box area were improved as the road level was raised during the winter road improvement last spring
- Manager worked with Dept. of Agriculture and DEQ to notify the public of the blue-green algae bloom
- Manager has worked with the local radio station to set up a zoom recorded "community conversations" program to promote State Parks winter activities, Farragut SP manager also participated
- Staff worked with the Region Maintenance crew to complete repairs to the shop septic system
- Manager met with RV Board Member regarding the proposed campground upgrades in FY22
- Staff worked with Scotchman's Peak to do some online learning for the winter tracks program. We created a video for two winter track programs
- We installed new fee signs throughout the park as needed

FARRAGUT STATE PARK – LIZ PALFINI, PARK MANAGER

Customer Service

- Park welcomed walk-up camping through October 31. We experienced steady day-use visitation on most days as well as heavy camping on weekends
- Park welcomed off season campers into Thimbleberry campground in November and December. We experienced steady day-use visitation on most days as well as light camping on weekends. Snow days were particularly well attended

Park/Program Usage

- Most facilities are closed for the season

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events	3	531

Staff Training

- Assistant Manager attended IRPA conference in Post Falls as a speaker as well as participant
- Ranger attended online Wastewater CEU class

Preservation of Natural, Cultural, and/or Historical Resources

- Beetle outbreaks of both western pine and IPS are causing concerns for the resources 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
- Logging began behind Whitetail campground and continued throughout the quarter

Strategic Plan Actions

- Work on the upper Eagle Launch overflow parking lot expected to be completed Spring 2021
- Planning is complete on a conceptual design for a central entrance for the park and moving of the visitor center to the Brig.
- 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
- Winterization is complete. Winter ski/snowshoe trails are being prepped for winter use. Winter trail signs are installed

Park Manager's Narrative

- New park manager for Farragut and CLP started on October 5, and spent time becoming familiar with park operations and staff as well as the general IDPR culture. We identified ongoing projects as well as normal workflows.
- Manager met with the IDPR development team to talk about capital and minor repair projects currently funded as well as projects slated for future funding opportunities. We are working on an Interpretive plan that includes both parks and brainstorming where we would like to focus next year
- Ranger and Manager visited the Spokane Museum of Arts and Culture to see their Faces of Valor exhibit that contains several Farragut artifacts and stories
- Aspira testing finished and new registrations were in full swing throughout December with most weekends and all holidays already booked.
- Staff met with Engineer Tech regarding the Parkway CIP projects to fine tune the scope of these.
- Met with the firewood concessionaire to discuss next year's contract. Working with IDL on the Bernard peak trail permit that allows folks to walk from Farragut up to Bernard peak and allows for some trail maintenance work along the way

COEUR D'ALENE LAKE PARKWAY – LIZ PALFINI, PARK MANAGER

Customer Service

- Visitation was steady in October, light in November and December

Park/Program Usage

- Most facilities are closed for the season

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- An October snowstorm damaged several trees along the parkway. The damaged trees were assessed, cleaned, and cut as needed
- November saw steady day use visitation and early eagle watchers
- December saw heavy day use visitation with eagle watchers and families

Strategic Plan Actions

- We are looking at future educational partnerships to help enhance the visitor experience at Parkway
- Dock repair work has begun and other routine maintenance projects throughout the parkway

Park Manager's Narrative

- Winterization has been completed. Winter equipment has been moved down from Farragut

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

Customer Service

- Entrance station closed in October.

Park/Program Usage

- Visitation dropped this quarter. School field trips and one mass canceled in October
- Park hosted a Bureau of Land Management group
- No formal tours, weddings or programs conducted during December.
- Historic buildings and VC closed several days due to staffing issues

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	0
Interpretive Programming	1 – Tour/Program 228 – DVD 170 – Exhibit	6 662 435
Jr. Ranger Programming	0 – Books 6 – Badges 6 – Patches 0 – Certificates 1 – Programs	6
School Programming	0 – School	
Special Events	4 – Wedding	187

Preservation of Natural, Cultural, and/or Historical Resources

- Staff met with Tribe THPO and worked with Development Bureau staff to review RFQ proposal for needed repairs and restoration work for the Cataldo Mission porch, steps, and walkways

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
- Heating system in museum not working
- Manager reviewed grants for IHT
- Company on site to film and record landscapes and interiors for new VC orientation video
- Manager participated in agency Leadership Interview; Interpretive Team meeting via phone; hiring process for ranger position

TRAIL OF THE COEUR D'ALENES – KATHLEEN DURFEE, MANAGER

Customer Service

- Staff focused on maintenance, trimming, and clearing debris. Use numbers stayed steady and higher than normal. Snow pole markers were placed between Wallace and Mullan for winter recreation
- Several winter storms necessitated trailhead plowing

Park/Program Usage

- Wallace – 5381
- Harrison – 7029
- Enaville – 6743
- Kellogg – 4037

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	Fun Run	370
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Park Manager's Narrative

- Continue to work through encroachment issues at Smelterville, Kellogg, Wallace, Enaville, and Medimont
- Continue to work with IDFG concerning Gene Day Pond lease, encroachment at Gray's Meadow, and encroachment at Black Rock Slough
- Request by IDFG to place informational signs within the trail ROW was denied
- IDFG Black Rock Slough Project in the ROW, IDFG cut fence posts on access road to allow their sprayer contractor access to needed areas. Contractor did not comply with requested and agreed upon use of the trail ROW. Contractor blocked trail with work vehicles, damaged trailhead sign, and did not comply with traffic control plan submitted for the project. IDFG was contacted several times to ensure compliance

- Staff attended Trail Commission meeting
- Manager participated in agency Leadership Interview
- Ending of fall campaign to advertise via digital marketing package in partnership with local chambers and Silver Valley Economic Development. Total campaign impressions/engagements for the summer/fall: 71,593
- Trail of the Coeur d'Alenes featured in eBikes International Fall 2020 edition
- Manager attended and participated in biannual RAMP meeting.
- Trail inspection completed by ranger during the month separate from Arcadis
- Manager met with Development personnel at new potential shop location in Smelterville to review
- Manager and ranger compiled and submitted annual RAMP report

HEYBURN STATE PARK – RON HISE, PARK MANAGER

Customer Service

- Several park facilities remained open through most of October. Cold weather towards the end of the month forced us to close facilities earlier than normal. The Visitor Center remained open Monday – Friday and on the weekends by appointment
- Boat launches, day use areas, cottages and cabins remained open throughout November and December

Park/Program Usage

- Park use was above normal for the first half of October. Hawley's Landing campground was full the first two weekends. Cold snowy weather slowed use for the last week
- Traffic counter readings showed 1500 more vehicles counted compared to last November. Cottage and cabin rentals were above normal for this time of year
- December's waterfowl season was in full swing but lower water levels and ice have limited boat launching to smaller boats at Chatcolet and Rocky Point. Lack of deep snow has helped with above normal trail use for this time of year

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Rehabilitation work on the Cliff fire was completed. Fire lines were obliterated and re-seeded
- The Manager and Resource Program Manager met with IDL staff to set directions for the near future about resource management projects
- Park staff has been working with IDL staff to establish priorities for resource management work

Staff Training

- The Assistant Manager participated in three hours of continuing education credit training in pesticide application and management
- One Park Ranger participated in the online version of DHR's 24-hour Supervisor Academy

Park Manager's Narrative

- The Manager met with Development staff to review the progress on the Chatcolet campground project
- Chatcolet campground renovation work has slowed because of weather during November. Several parts of the project will be completed next spring
- The Park Manager participated in the hiring process for Park Ranger positions at Heyburn, Farragut, and Old Mission
- Minor repairs and maintenance have been done on our rental cottages as well as the Rocky Point ranger residence

MCCROSKEY STATE PARK – RON HISE, PARK MANAGER

Customer Service

- Staff time has been greatly reduced as use declines and access becomes more difficult

Park/Program Usage

- Hunters continued to use the park for access to their hunting areas outside of the boundaries in October and November

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Bennett Lumber does not plan on starting work on the Northern Sky timber sale until summer of 2021
- Staff met with IDL staff to discuss future resource project plans and direction

Park Manager's Narrative

- The final touches were put on the new Redtail campground project and it will be ready to open in the spring

HELLS GATE STATE PARK – CHARLIE CHASE, PARK MANAGER

Customer Service

- The Lewis and Clark Discovery Center was open seven days a week from 9:00 a.m. until 5:00 p.m.
- The marina store, operated by Snake River Adventures, is closed for the season. Jack O'Connor Center lost a couple of volunteers and is now closed on Mondays but open the rest of the week Tuesday-Friday, 10:00-4:00 and Saturday-Sunday, 1:00-4:00

Park/Program Usage

- Camping slightly increased in October compared to October 2019. The camper cabins were occupied just over 18% of the time, full hookups were occupied about 82%, partial hookups had 57% occupancy. Cottonwood Campground was occupied 32%, and Hells Gate Marina was occupied just over 19% of the time
- Camping was slow but steady in November. Many cabins and campsites were occupied during the month, but with the Aspira system not working correctly, we were unable to obtain accurate figures
- The camper cabins were occupied 14 nights in December, which is about a 600% increase over 2019. Full hookups were occupied for 26 nights, electric hookups had 12 nights occupied, Birch and Cottonwood Campgrounds were closed and had no occupancy. Hells Gate Marina was occupied 600 nights, compared to just 270 nights in 2019

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming	12	12
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Leaf pickup continued

Staff Training

- Administrative Assistant attended the three-day Supervisory Academy for a total of 24 hours

Strategic Plan Actions

- We are continuing to work with the Development Bureau to complete plans for marina restroom remodel and moorage replacement

Park Manager's Narrative

- October was a beautiful month which brought a few more campers into the park. The rangers had to scramble to winterize the campground water though with the massive cold spell, bringing temperatures down to the high teens. Restroom heaters were cranked on and all was working correctly. No frost damage has been discovered
- The annual Haunted Hayride was cancelled this year due to COVID-19
- Assistant Manager completed the remodel of the park shop. We now have a laundry room and a more efficient area to work on vehicles
- The month of December was about picking up leaves between the frost and rainstorms

WINCHESTER LAKE STATE PARK – STEVE KUSKIE, ASSISTANT PARK MANAGER

Customer Service

- The drawdown of the lake went smoothly allowing the contractors to form and prep the boat ramp for concrete. Folks were able to use the parking lot during construction
- The new boat ramp looks amazing and the pathway at the yurt CXT came out better than expected

- Customer service was slow during December. We had steady weekends in the yurts, but the weather was all over the place so not a lot of winter activity

Park/Program Usage

- With the serviced sites closed the first of October, park usage slowed. Our standard loop remained open and saw 20% usage. The yurts were steady on the weekends with 38% usage.
- With the additional closure of our standard loop for the reservation software update in November, park usage was low. The yurts were still steady on the weekends in November with 47% usage of Tamarack and an average of 22% usage of the other three
- We had one camper stay for one night for December in our standard loop once it re-opened. The yurts were still steady on the weekends with 39% usage of Tamarack and an average of 21% usage of the other three
- With the lake level so low and minimal ice, day use was light throughout the quarter

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Natural: Our plans to burn with IDL is on hold until spring when burning conditions are better. All permissions are in place so it's just a matter of timing
- The Craigmont IDL fire crew came over to the park in November to continue the thinning effort near the entrance to the park and take out a few hazardous trees for training. They have piled the slash for later burning
- Cultural/Historical: 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

Strategic Plan Actions

- Providing new experience-based programs – We are going to incorporate a wider variety of programming this season. This will include interpretive offerings as well as some experience-based programs
- Increasing revenue – Our overall visitation seems to be 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

- Installed a gate at the entrance to our serviced loop
- Installed the solar light at the boat ramp

DWORSHAK STATE PARK – NATHAN BLACKBURN, PARK MANAGER

Customer Service

- Customer service needs in October declined with few campers although cabins were typically full on weekends. The principle customer need was OHV registrations, although few did cause some problems. The park now offers this service on an appointment basis only. The other point customers brought up frequently was the reservation hold for 2021
- Customer service needs continued to decline in November with few campers, although there were some cabin reservations and a couple campers. The principle customer need was OHV registrations, with Snowmobiles and ATV registrations for hunting season the majority
- Customer service needs were extensive for December, with reservations and registrations the dominant factor. When reservations went live for December the system had not properly updated the resource seasons for Dworshak State Park, causing the park staff to need to make reservations for boat moorage slips. There have been many group camp inquiries, with Three Meadows rapidly booking up for the summer
- Registrations began to increase in number with customers getting a head start prior to their expiring, indicating that the park will be in a terrible position with minimal staff to help all citizens of Clearwater County

Park/Program Usage

- October day use measured by the traffic counter was highest on record for Freeman Creek and the Freeman Creek Boat Launch. Camping visitation was also at record levels for October 2020 with roughly double the reservations of 2019.
- Although November use was typically very slow, day use as measured by the traffic counter was highest on record for Freeman Creek Boat Launch. Camping visitation was also at record levels for November 2020 with a small but significant increase from 6 stays (the previous high) to 8. There was one rental of Big Eddy Lodge.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	
Interpretive Programming	0	
Jr. Ranger Programming	0	
School Programming	1	25
Special Events	0	

Preservation of Natural, Cultural, and/or Historical Resources

- Several items have been identified for natural resource management. The park needs to develop a preventative bed bug program for cabins, a weed management plan needs developed, and woody plants need removed from sewage lagoons at the request of the USACE
- The park began the process of establishing a fire break along the park western boundary during July. The park is waiting for the trail cat, culverts, and road base rock to be able to complete the project, neither of which will be possible until the ground thaws and dries

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. Two failed vault toilets are scheduled to be replaced this fall

- Road work with a professional road contractor repulling the ditches and cleaning the culverts occurred with excellent results
- 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
- Manager is developing a long range weed management plan for the park, helping to meet Objective 5 subcategory of quality natural resource management in our park
- 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. 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

Park Manager's Narrative

- Engineering on the water line replacement began in October, the contract for one of the two vault toilet replacements has been awarded, and the Three Meadows road ditch and culvert project was set to occur in early November.
- Ranger and Manager assisted Cavendish Tekan Elementary with a day at the park project, with Ranger doing a fire safety talk and walk.
- Park staff focused on continued work on the fire break on the western boundary of Freeman Creek in November, replacing old ballasted T10 fluorescents with LED, and administrative tasks.
- Registrations began to increase, and it became clear that the park is not equipped to handle the demand and needs of Clearwater County, also detailed above.
- It's clear from the early reservations and customer inquiries that 2021 will be at least as busy a season as 2020. We look forward to meeting these challenges. Dworshak State Park is no longer a quiet undiscovered oasis, we have been found and hope the agency and state will help us through these growing pains to better serve our citizens.

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

- 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. The first projects scheduled include \$25k worth of fuel break treatment along the Trail of the Coeur d Alene's (contracted and in process), a Natural resource management plan and GIS database for Harriman (\$65k) (consultation and RFP has begun), and hazard tree work (completed) and plantings (ongoing) at Bruneau (approx. \$15k).
- Responding to assessments and work on hazard trees at Farragut, Heyburn, Higgins point, and along the T.O.C. after the significant wind event last month.
- Continue work on the vegetation management plans for the Lionhead campground at Priest Lake and broken wheel campground at Bruneau. **A key component will be living pads installed** at each campsite to help confine user impacts on the site and allow for successful establishment and future maintenance of native plant material to help insure the resilience and natural aesthetic of the areas.
- Worked with Craigmont IDL crew to continue Hazard fuel treatments along the entry road at Winchester.
- Cutting on the MeadowMarsh II timber sale at Ponderosa State Park began January 18th. The contractor started on the East side of the sale (below Pilgrim Cove rd), and will work their way west towards the boundary at University dr. 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 will be a 2-year contract, scheduled to be completed by Fall/winter 2022.

- Cutting on the “Beavertail” sale at Farragut commenced again this winter. This is the final year of the two-year contract that has continued the efforts of IDPR and IDFG to cooperatively restore 63 acres of the South side of the park to its Ponderosa Pine dominated past as outlined in the Park Natural resource management plan. This project has also removed hundreds of beetle killed Ponderosa Pine trees. Revenue from this sale was used to fund the armoring of the Beaver Bay swim area shoreline to protect it from continued erosion.
- The “Northern Sky” timber sale at McCroskey is scheduled to begin this Spring/summer begin with road building/access, followed by cutting in the summer/fall. 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. Brushing and clearing of Skyline drive as well as seral tree species planting on the site are included in the contract work and will help improve access to the Park and create a more historically representative fire included stand.
- Conducted hazard tree assessments and removals at Higgins pt, Heyburn, and Ponderosa State Parks.
- Working on soliciting the Parks for 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 turn key for the Parks and public to enjoy (from design/construction to restoration and re vegetation).

Operations Division Quarterly Report

October – December 2020

Interim Operations Division Administrator: David White

Mission

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

Goals

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

Administrator's Report

Assisted Eileen Downing in finalizing projects and transferring responsibilities to others in preparation of her retirement.

Coordinated Eagle Island's Gateway Park Concession violation and resolution responding accordingly in everyone's best interest.

Coordinated Harriman Grazing Leaseholders request to readjust the fair market rate with staff and responding accordingly.

Initiated park staff developing Annual Park Reports and Work Plans.

Worked with Betty on finalizing updated fee collection envelopes, passes, and surcharge envelopes.

Coordinated with staff Bear Lake North Beach fee options to include an Admission Fee and collection through reservations.

Met with Senator's Vick, Representative Dixon, and Representative Okuniewicz to discuss Passport legislation and the adjustment of other fees in particular those for non-residents as well information on the Department's and user's reliance on the Gas Tax. Assisted staff accordingly with responses and proposals.

Toured Eagle Island State Park with staff discussing in particular the concession agreements and future development to include wastewater disposal, an archery range, and campground.

Assisted staff with sorting through Snowmobile registration revenue discrepancies.

RECREATION RESOURCES BUREAU QUARTERLY REPORT

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, and ordering of equipment and supplies.

- ✦ Staff was busy preparing year-end reports for the U.S. Coast Guard and preparing for the upcoming boat safety outreach season.
- ✦ Staff received a comprehensive report on the “Mind Your Wake” boat responsibly marketing campaign. PSAs were finalized for both TV and radio earlier this year, and media time was bought around the state (budget of \$125K). For TV and Radio, the primary markets were Boise and Spokane. For TV the secondary markets were Twin Falls and Idaho Falls/Pocatello. For Radio the main markets were Boise and Spokane. The campaign launched prior to Memorial Day and continued into Labor Day. An additional \$900 was spend on Facebook promotions. Anecdotaly we received a lot of positive feedback. The Program worked on placing additional print ads in Eastern Idaho to promote the campaign.
- ✦ Despite the pandemic, the Program saw a large increase in the number of students that successfully completed the Boat Idaho boat safety course in 2020. This can largely be attributed to the change in Oregon law that requires all boaters to have proof of boating education. Prior to the change in law visiting boaters were exempt. As a result, the Program saw unprecedented numbers in home study students (992) and online students (986). In addition, another 740 students passed the classroom course for a total of 2,718 students. This is much higher than the average 1,200-1,300 students in a typical year.
- ✦ Staff will continue efforts to educate the public about the Oregon law change and continue efforts to serve the boating public by offering the ways to obtain a boater safety card (home study, online or in-person classes).
- ✦ Idaho reported five boating fatalities in calendar year 2020 which is below the historical average of nine fatalities dating back to 1975. Four the five fatalities involved non-motorized boats.
- ✦ Staff have discussed numerous WIF projects with sponsors this reporting period and met on-site with several of the sponsors.
- ✦ Staff worked with IDPR Communication Staff on the new website to make it more user friendly for the boating public.
- ✦ Staff participated in a Zoom call with Idaho Power to discuss boating and boating facilities in SW Idaho.

Motorized Trails Program:

The following is a list of the activities the Motorized Trails Staff have recently been engaged in. This is in addition to the routine tasks of answering questions from the general public, and our local, state, and federal partners.

- ✦ Staff took delivery of two new OSVs for Latah County (Elk River) and Idaho County (Grangeville).
- ✦ Participated with the collaboratives working on and with the Salmon Challis Forest Plan Revision.
- ✦ Staff worked with IDL on new trails and signing in the Heise area (east of Idaho Falls).
- ✦ North Region Trail Cat staff finished up season by reconstructing a section of NF Slate Cr trail previously blocked by slides and debris.
- ✦ Delivered program snowmobile to Idaho Panhandle Avalanche Center to aid in their efforts to provide education and advisories to winter motorized recreationists.
- ✦ Our east Region Trails Specialist (Brian DiLenge) was awarded the Individual Award for Recreation and Access by the USFS Region 4 office for 2020.
- ✦ Staff attended the Payette Forest Coalition monthly meetings. Discussions were focused on projects the PFC should be bringing to the Forest for Great American Outdoors Act funding.
- ✦ Staff Attended ISSA Convention hosted by Magic Valley Snowmobile Club in Twin Falls ID.
- ✦ Regional staff winterized summer trail equipment and transitioned over to Winter equipment.
- ✦ Staff met with the four major timber companies in North Idaho regarding future, OHV partnership opportunities with IDPR.

Non-Motorized Trails Program:

The following is a list of the activities the Non-Motorized Trails Staff have recently been engaged in. This is in addition to the routine tasks of answering questions from the general public, and our local, state, and federal partners, and day-to-day efforts at the Idaho City Yurts.

- ✦ The “Idaho Trails Supporter” rollout began in June. This is a voluntary pass/sticker Idaho trail users can purchase online or in stores. The long-term goal is to raise awareness of non-motorized trail issues, and ultimately a dedicated funding source to help with maintenance, facilities, and education. Approximately 1,500 stickers have been sold to date.
- ✦ Federal Highways Administration approved the second, Central Idaho Trail Maintenance RTP grant in partnership with several partner groups. These groups include the Idaho Trails Association, Selway Bitterroot Frank Church Foundation, Youth Employment Program, and Idaho Conservation. 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. The Idaho Centennial Trail will be a part of this effort, and a focus of the Department moving forward.

- ✦ The Idaho City Back county yurts saw 80% occupancy in the 2nd quarter. Occupancy levels in 2019 for the same time period was 59% (415 compared to 306) This will equal about a \$12,000 revenue gain over the same period in 2019. Coupled with the increase from the previous quarter (another 30% increase, or \$10,200) more than makes up for the 124 lost occupied nights caused by the yurt shutdown of the 3rd and 4th quarters of FY 2020.
- ✦ Predicted Idaho City Yurts system winter season 2020 – 2021 will be extremely busy. Occupancy will be at or near 100% from mid-December through the end of March. In addition, all weekends are booked through the middle of July. This is the traditional “slow” season.

Outdoor Recreation Analyst:

- ✦ Reviewed several USFS Scoping Project. Most are fuel reduction projects that can impact winter recreation through logging operations.
- ✦ Created a web app for the Director that shows State Parks, the visitation in 2019, and the Legislative District the park is located in.
- ✦ Continued to maintain the Idaho Trails Web App at <https://trails.idaho.gov/>. The application is now getting over 100,000 views a year. Worked with ITS in getting the app in as a standard in the Statewide GIS Data Framework.
- ✦ Created a disc golf map for Sandy Point up a Lucky Peak State Park. The points (baskets) were captured using the Survey 123 App. This map is now up on the website. The pdf version of the map is georeferenced, so it can work the Avenza Mapping App.

RESERVATION & REGISTRATION (R&R) PROGRAM QUARTERLY REPORT
October – November – December '20

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.

Program Manager's Report

The Program Manager position was vacant for November and December. Joel Taylor was covering in the interim and has done a great job keeping everything on track. I started on January 11th and am excited to be a part of this team.

Registrations/Permits

Product Type	October-December Sales	Annual Migration & Aspira Sales
Boat	3,196	92,926
OHV	11,379	156,685
Non-Resident OHV	1,269	9,840
Invasive Species (Non-Motorized)	1,128	70,425
Invasive Species (Not Registered in Idaho)	198	7,898
Resident Snowmobile	16,934	43,665
Rental Snowmobile	1,008	2,107
Non-Resident Snowmobile	4,290	4,345
Motor Vehicle Entry Fee	330	3,463

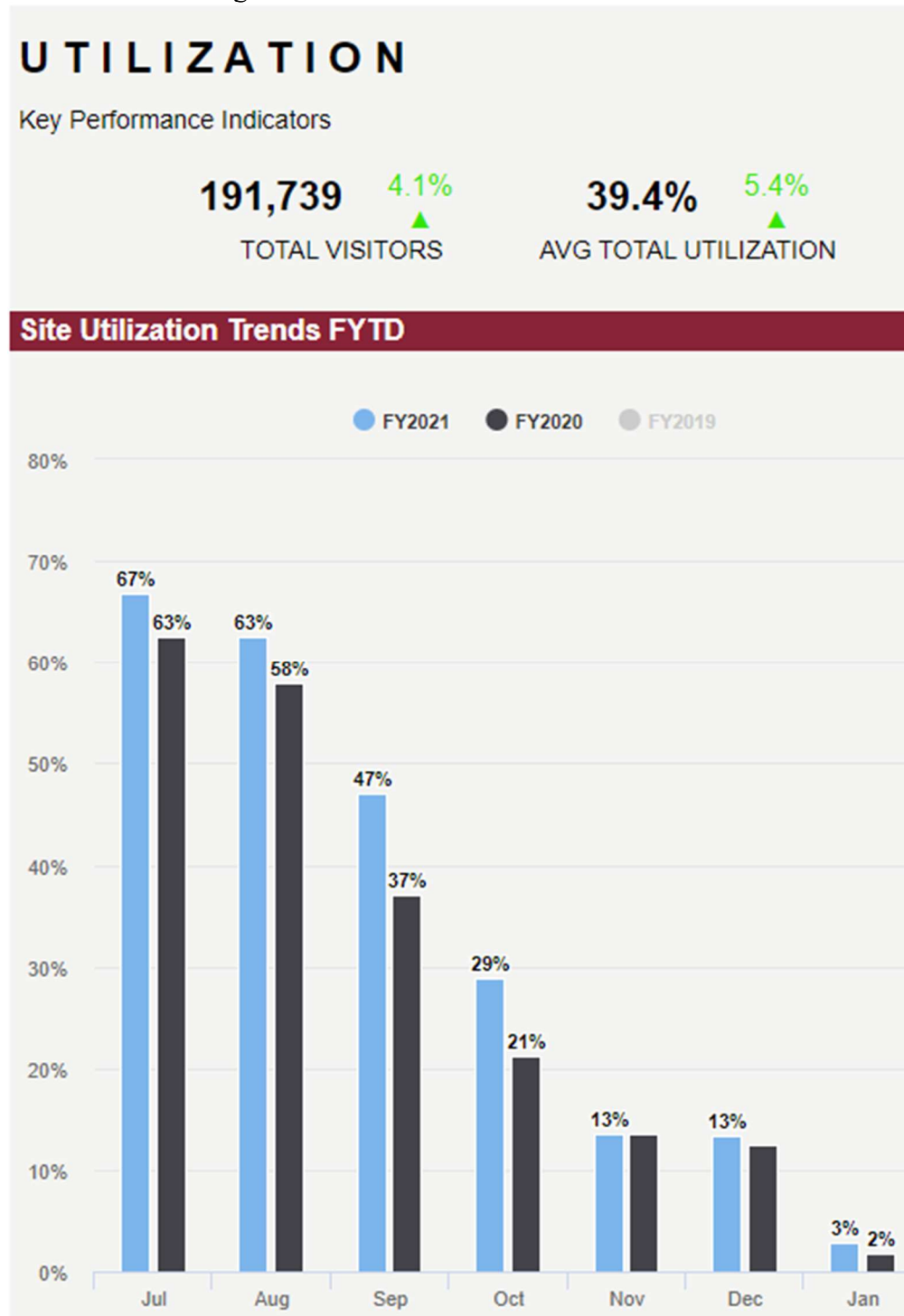
* Over the last five years, the highest count in one year for OHV Passports sold has been 2,500.

FY21 2nd Quarter Stats

During the quarter, 91,283 reservations were made.

FY21 Utilization Stats

FY 2021 is off to a good start.



CY 2020 Reservations

2020 had the highest site usage that Idaho has ever had with 7,671,582 visitors. Visitation had an increase of more than 1.2 million visitors over 2019.

Location	2020										2019-2020 Percent Change		
	Resident Day Use	Non-Resident Day Use	Total Day Use	Resident Campers	Non-Resident Campers	Total Campers	Combined Resident Usage	Combined Non-Resident Usage	Combined Total Usage	Total Camper Nights	Day Use	Campers	Combined Usage
BEA - Bear Lake	90,635	201,735	292,370	6,705	15,801	22,506	97,340	217,536	314,876	4,995	51.73%	8.39%	47.52%
BRU - Bruneau Dunes	84,735	19,876	104,612	17,165	6,063	23,228	101,900	25,939	127,840	7,855	38.55%	-22.15%	21.36%
CAR - Castle Rocks	154,199	72,564	226,764	8,193	6,079	14,272	162,392	78,643	241,036	4,566	68.09%	-2.02%	61.26%
CAS - Lake Cascade	530,085	33,835	563,920	72,791	13,323	86,114	602,876	47,158	650,034	20,090	-13.25%	29.49%	-9.28%
CDAPKWY - Coeur d' Alene Parkway	327,203	153,978	481,182	0	0	0	327,203	153,978	481,182	0	3.36%	NA	3.36%
CIT - City of Rocks	246,646	168,583	415,229	9,353	21,919	31,272	255,999	190,502	446,501	7,840	56.48%	-9.14%	48.95%
DWO - Dworshak	78,151	38,492	116,644	13,151	12,379	25,530	91,302	50,871	142,174	7,657	34.27%	-1.10%	26.17%
EAG - Eagle Island	495,509	37,296	532,806	0	0	0	495,509	37,296	532,806	0	24.24%	NA	24.24%
FAR - Farragut	372,582	175,333	547,914	29,705	77,159	106,864	402,287	252,492	654,778	29,924	27.33%	-6.57%	20.21%
HAR - Harriman - Railroad Ranch	116,633	99,354	215,987	4,261	2,879	7,140	120,894	102,233	223,127	1,443	26.36%	-26.91%	23.48%
HEL - Hells Gate	173,000	120,220	293,220	12,733	21,520	34,253	185,733	141,740	327,473	11,288	27.94%	-11.55%	22.23%
HEN- Henrys Lake	97,490	86,454	183,944	9,819	18,373	28,192	107,309	104,827	212,136	10,200	34.45%	3.09%	29.22%
HEY - Heyburn	124,356	61,250	185,606	11,697	22,955	34,652	136,053	84,205	220,258	10,623	19.58%	5.54%	17.13%
LAN - Land of the Yankee Fork	36,465	19,635	56,100	0	0	0	36,465	19,635	56,100	0	-5.02%	NA	-5.02%
LUCDIS - Lucky Peak - Discovery Park Unit	254,269	48,432	302,701	0	0	0	254,269	48,432	302,701	0	15.02%	NA	15.02%
LUCSP - Lucky Peak - Sandy Point Unit	299,799	57,105	356,904	0	0	0	299,799	57,105	356,904	0	70.18%	NA	70.18%
LUCSS - Lucky Peak - Spring Shores Unit	421,381	8,600	429,981	0	0	0	421,381	8,600	429,981	0	55.03%	NA	55.03%
MAS - Massacre Rocks	32,988	16,768	49,756	4,611	4,813	9,424	37,599	21,581	59,180	3,647	33.57%	6.76%	28.44%
MES - Mesa Falls	79,167	96,760	175,927	0	0	0	79,167	96,760	175,927	0	0.00%	NA	0.00%
OLD - Old Mission	33,418	54,525	87,943	0	0	0	33,418	54,525	87,943	0	-3.01%	NA	-3.01%
PON - Ponderosa	345,327	47,090	392,417	62,649	15,432	78,081	407,976	62,522	470,498	19,350	0.00%	-10.35%	-1.88%
PRIDIC - Priest Lake - Dickensheet Unit	4,759	8,103	12,862	0	0	0	4,759	8,103	12,862	0	34.60%	NA	34.60%
PRIIND - Priest Lake - Indian Creek Unit	28,647	48,777	77,424	21,429	47,097	68,526	50,076	95,874	145,950	15,802	19.72%	2.80%	11.13%
PRIILO - Priest Lake - Lionhead Unit	8,220	35,042	43,262	0	0	0	8,220	35,042	43,262	0	16.12%	NA	16.12%
ROU - Round Lake	66,821	39,244	106,065	5,896	9,562	15,458	72,717	48,806	121,523	4,249	14.96%	-14.82%	10.07%
THOBIL - Thousand Springs - Billingsley Creek Unit	26,704	10,385	37,089	0	0	0	26,704	10,385	37,089	0	-4.82%	NA	-4.82%
THOBX - Thousand Springs - Box Canyon Unit	53,710	20,887	74,598	0	0	0	53,710	20,887	74,598	0	180.06%	NA	180.06%
THOMAL - Thousand Springs - Malad Gorge Unit	41,462	16,124	57,586	0	0	0	41,462	16,124	57,586	0	-20.47%	NA	-20.47%
THONIA - Thousand Springs - Niagara Springs Unit	109,176	42,458	151,634	0	0	0	109,176	42,458	151,634	0	109.41%	NA	109.41%
THORIT - Thousand Springs - Ritter Island Unit	0	0	0	551	119	670	551	119	670	141	NA	-82.82%	-82.82%
THR - Three Island Crossing	83,675	26,424	110,099	26,472	7,023	33,495	110,147	33,447	143,594	12,189	-37.22%	-18.98%	-33.74%
TOC - Trail of the Coeur d'Alenes	97,161	45,723	142,884	0	0	0	97,161	45,723	142,884	0	31.81%	NA	31.81%
WAL - Walcott (Lake Walcott)	56,023	9,886	65,909	5,471	3,758	9,229	61,494	13,644	75,138	3,571	19.70%	-13.30%	14.35%
WIN - Winchester Lake	100,703	31,801	132,504	12,170	6,667	18,837	112,873	38,468	151,341	6,091	13.72%	-2.31%	11.45%
Totals:	5,071,101	1,952,739	7,023,839	334,822	312,921	647,743	5,405,923	2,265,660	7,671,582	181,521	21.16%	-3.44%	18.61%

Customer Satisfaction Survey CY 2020

2020 customer satisfaction score was at 4.18 out of 5 with 4068 responses to the survey.

**QUARTERLY REPORT
OCT–NOV–DEC 2020**

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.

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

- Continued monitoring of region operating and seasonal budgets.
- Develop budget requests for FY23 (CIP, equipment needs, Classified, Ops, and Seasonal)
- Finalize park manager evaluations for calendar 2020.
- 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 within Covid parameters.
- The BLM Recreation and Public Purpose Act, (R&PP), lease for Castle Rocks at Smoky Mountain campground has been drafted and submitted for a new R&PP lease. However, the BLM is now working on an EIS for camping improvements/impacts around our Smoky Mountain unit, thus delaying them to finalize our lease.
- Continue agency policy reviews and discussion.
- Billingsley Creek visitor center construction is well under way. We look forward to the new campground development next year.
- Ritter Island bridge has been completed with a dedication scheduled for January 29.
- Continued monitoring of many development projects across the region.
- Our long-term agreement with the BOR at Lake Cascade has been drafted for renewing a 25-year lease which would allow us to pursue concession marina developments. We have two interested parties discussing a public marina concept at Lake Cascade.
- Recruitment and hiring continues and seems to be an ongoing challenge with retirements and folks moving around. We have hired a new manager at Land of the Yankee Fork, two ranger positions at Cascade, two rangers at Ponderosa, one ranger opening at Lake Walcott, and we have an opening at Harriman.
- The bridge at Harriman was a huge project that the Friends group spearheaded to replace the historic bridge across the Henrys Fork has been completed.
- With some CARES Act funding we were able to build a new parking area at Bear Lake south of our day use area including paving of a new road and parking at Box Canyon.
- Continued participation with interested parties planning for future improvements at the old Teton Dam site, called the Teton Coalition, including: BOR, County Commissioners,

irrigators, Friends of the Teton River, BLM, F&G, etc. A \$75,000 federal highways grant has been awarded to help start some planning efforts at the BOR abandoned area. This is a slow process, but we have had open productive meetings about the possibility of IDPR as a managing partner. Madison county continues cleaning up the site and preparing for some improvements at the overlook so larger vehicles, i.e. buses, can turn around more easily. There was a group meeting held at the site in July for continued recreational access. We did have an additional tour on a local landowner's property that is having trespass issues just below the dam. BOR has agreed to limit access below the dam to prevent folks from wandering down a switchback road that they can't get back up. Hence, the problem of people breaking down gates trying to get back to civilization through this private landowner. There is another meeting scheduled in March with the coalition.

- Our parks remain open providing needed escape for residents. As you know all parks experienced more visitation than years past, but we continue to provide great, safe service. My hat is off to those on the frontline essential workers who have endured the pandemic thus far!
- We continue to have manager's conference calls to see how things are going across the region.

BEAR LAKE – KIRK RICH, PARK MANAGER

Customer Service

- When reservations resumed on December 10, most available July and August dates for the group camp quickly sold out along with about half the individual campsites. In addition, about half of the Saturdays for the day use shelters were sold out.

Park/Program Usage

- A few campers and fisherman visited in November. We made a \$200 deposit the day before Thanksgiving, which is unusual for us.
- Usage has exceeded any prior year with an overall increase of at least 30% for the calendar year. Exceptional demand was fueled by non-stop sunny weather and a localized effect of the park patrons as they responded to the fear of the coronavirus.
- Rough figures indicate over \$400,000 collected during the 2020 calendar year for camping and day use fees. This well exceeds the park budget of \$341,463 for FY22. On a calendar year basis this has proven to be our most popular year. This is significant when one considers certain usage reductions we experienced during the early part of the year.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Ranger met with the Cooperative Weed Management Area group in November. Their efforts of helicopter spraying at East Beach were useful in controlling phragmites. Also met with the management of the Bear Lake Watch group concerning issues of future development on Bear Lake.

Staff Training

- Nothing to report.

Strategic Plan Actions

- We're happy to report that Epic Rental reported a successful season and they met the expectations of allowing day-use access at their beach (Hot Springs). This fulfills one of our goals in our annual work plan expectations.
- We now have 4,600 Facebook followers compared to roughly 3,000 one year ago. Thanks to our ranger who has updated our social media sites with various info and photos.

Manager's Narrative

- A \$200,000 CARES Act project was mostly completed by early November. Two 600 X 60-foot parking lots were completed at Chokecherry. A total of 6,000 tons of gravel was used and is now acceptable for an asphalt mat. An additional \$500,000 in asphalt, restrooms, and utilities will be necessary to complete this important project. However, in its roughed in condition, it will still be suitable to park overflow traffic we experience at that site.
- Bear River drainage currently shows 71% snowpack. Lake elevation is 5916.1 feet. It is possible elevation increase could be minimal for the upcoming season.
- Much discussion has ensued concerning a park usage fee for Bear Lake. It is possible the board will be asked to approve a fee beyond the \$7.00 MVEF for the 2021 year.

BRUNEAU DUNES – BRYCE BEALBA, MANAGER

Customer Service

- Restroom facilities with running water were closed and winterized for the season in October.
- We are still limiting entrance into the Visitor Center to eight people at a time due to social distancing.
- We installed an ADA accessible grill off the deck of our ADA cabin.
- We are continuing to resurface the Broken Wheel shower floors and re-stain the ceilings. This has been a labor-intensive project. We intend to have this done by spring opening.
- Funding has been allocated for repaving at the Observatory.
- New signs reflecting the fee changes have been designed and submitted for bid.

Park Usage

- The October car count was 4,346 which is the highest October car count on record.
- The total 2020 car count ended up showing 8,800 more vehicles than 2019.
- Despite limited entrance the Visitor Center had 2,144 visitors in October, 618 visitors in November, and 210 visitors in December.
- We are still seeing a few campers in December, even some tent campers!
- We received several calls about the Observatory during the "Great Conjunction" of Jupiter and Saturn. Facilities however were closed and winterized at this time.

Program Services

- Observatory programs finished up in October. We were not able to conduct our normal public programs due to Covid but were able to offer smaller programs for both public and private (reserved) Observatory/Astronomy programs.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming	10	51
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- The Observatory landscaping “Amphitheatre” project is mostly finished and grass is beginning to come in. There are some minor issues that the contractor will need to fix, and the lawn is patchy and will likely need to be re-seeded next spring.
- The river pump was turned on in October to fill the two lakes. We discovered a hairline crack in the mainline pipe from the river pump to the backflow preventer. We met with a mobile welder to see what can be done and after discussion we’ve decided to run it through the winter season and replace the affected section in spring.
- Installed a dock at the fish screen between the two lakes. This will allow the screen to be cleaned more easily than in the past, increasing water flow from the Small to the Large lake.
- A Special Use Permit was issued for Boise State and the USGS to gather Big Sagebrush seed for an off-site germination study.
- Tree trimmers did a significant amount of trimming and tree removal in the park, dramatically improving the health and appearance of the trees/areas. This was done with funding from the Natural Resource Department and much appreciated efforts from Keith Jones. There is a small pool of funds remaining that we intend to purchase replacement trees with.
- IDFG planted Rainbow trout in the Big Lake to provide winter fishing opportunities. These fish will not survive the summer temperatures, but we hope they will be harvested beforehand by fishermen. IDFG is also considering planting catfish in the lake in the future. To date we have seen few fishermen but we hope early spring announcements and visitation will increase fishing.
- Gophers are still causing significant turf damage in both main campgrounds and at the visitor center. The last two years have seen a decline in Bull snake numbers in the park and may be contributing to the increase in gophers. We will continue trapping but will likely need to remove the mounds and re-seed in Spring.
- Cows from the neighboring grazing allotment are coming into the park again this winter. The cattle are coming in from the east where an old fence line disappears in the desert. They also come in from the west where sand has overtaken the fences and fire has destroyed posts. We have put a CIP request in for fence repairs.
- Hunters continue to hunt along the north fence line. The fence has been taken down or cut twice over the fall. We have made repairs and continue to contact hunters when possible.

- We are making improvements to the park trail markers. Vandalism coupled with winds and sand movement have eliminated or damaged numerous markers.
- Staff has been digitizing 100's of old slides from storage. This has been a valuable project as we have learned much about older projects and details about some of the buildings that are not in our records.

Staff Training

- Ranger continued online training to maintain his Pesticide Applicator License.

Strategic Plan Actions

- We increased social media postings.
- Native plant garden is near completion and we placed our “distance signs” for other South Region parks. Bunch grass has been added and we will be transplanting Sagebrush, Rabbitbrush, and Bitterbrush, as well as native flowers and pollinator species. Once complete we intend to install a split rail fence and add interpretive signs.
- A seasonal house has been funded; we are waiting on development for design.



- Paving at the Observatory is funded and on the list of winter projects.

Manager's Narrative

- The Assistant Manager reclassified to Manager 2.

CITY OF ROCKS – WALLACE KECK, PARK MANAGER

Customer Service

- Staff opened the retail area, once again allowing visitors to touch merchandise, and we have also increased the number of visitors allowed in the building from one, to a family unit.
- Posted road conditions frequently on social media sites.

Park/Program Usage

- October 2020 calculations show CIRO had a 57% increase from 2019, CRSP Ranch shows 49% increase from 2019, and SMC shows a 93% increase from 2019. November 2020 calculations also show CIRO experienced a 24% increase from Nov 2019, CRSP Ranch and SMC had a 36% increase from Nov 2019. December visitation was down a bit compared to 2020; probably due to lack of snow and the pandemic.

- Typical visitors this fall included: RV campers, hunters, climbers, day-use auto tourists, and lodge guests.

Program Services

- Submitted the annual NPS FY20 Volunteer Program Annual Report and the annual NPS FY20 Servicewide Interpretive Database (SID) report.
- Worked with the web manager and Poo Wright-Pulliam (2018 CIRO Artist in Residence) to announce the 2021 Artist in Residence program on CIRO website and Facebook social media sites. Have received 10 applicants so far
- Developed and printed new information board materials and are in process of installing them.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming	11	64
Jr. Ranger Programming	Self-conducted	79
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Created an NPS-CIRO weed management project/plan and entered into the NPS project tracking and budget systems.
- Built and installed two goose nesting boxes on Castle Rocks pond island.
- Repaired Castle Rocks spring shutoff gates. This artesian well provides the bulk of the irrigation water for the large picnic area.
- Despite staff's best efforts and campaign on social media, CIRO continues to be the battleground for Christmas tree poaching.
- We got a picture of two bobcats on the game camera at Circle Creek.
- Completed the Planning, Environment and Public Comment (PEPC) natural and cultural compliance for 2021 projects.
- Participated in a series of Resource Stewardship Strategy conference calls to identify key stressors and threats to natural and cultural resources, discuss different resources in the park, and assign park resource priorities.

Staff Training

- Assistant manager continued CPM classes.
- Training for staff included Supervisory Academy and User Acceptance Training for reservation system site and fee changes.
- Courses were also taken by staff via online learning portals associated with U.S. Department of Interior and proValens which is hosted by the Eppley Institute for Parks and Public Lands at Indiana University.

Strategic Plan Actions

- Manager continues to work with NPS and IDPR to acquire 360 acres and a mile-plus of 30-foot ROW. This is in line with IDPR's goal to provide Idahoans with access to recreational lands, and to provide stewardship by purchasing 160 acres of nationally significant resources as state park lands.

- Conducted a conference call with staff members of the Idaho congressional delegation regarding the status of the Sheridan purchase and potential boundary expansion. The appraisal was completed by the contractor in December and is undergoing review by the NPS. Property value remains unknown to IDPR at this time; thus, no action was taken in December.
- Ranger worked with a 9-year old, home-school student to conduct a year-long citizen science program of documenting and monitoring an active beaver family on lower Circle Creek. This is one of the first locations that beaver have occupied since become eradicated decades earlier.

Manager's Narrative

- Report on the Rim Design Concept Plan was submitted to NPS region cultural team for review and then to SHPO. The Rim DCP is the NPS Planning document for restructuring the campsites, parking areas, picnic areas and roads from Elephant Rock/campsite 5 to Emery Pass. The document is Appendix C of the 2020 CIRO General Management Plan.
- Assistant manager developed interim guidance for applying for a bolting permit in CIRO. The interim period is the present through the development of a new climbing management plan. Manager wrote letter to Climbing Resources Advisory Group (CRAG) to explain why the application process has changed to acquire a permit to place fixed anchors. CIRO intends to begin an environmental assessment leading to a revised climbing management plan in 2021.
- Staked locations on California Retracement Trail for the National Historic Trail.
- Replaced all three Bath Rock kiosks with Plexiglas. Kiosks had been broken through vandalism over the course of the summer.
- In November, Manager discovered new road building and construction activity on the Zon Lloyd private property northwest of Register Rock. Activity was documented and have contacted Cassia County planning and zoning manager and county administrator to confirm they were aware of the activity in the historic preservation zone. County administrator confirmed they had issued a building permit two months ago. This is only the second structure to be built inside the national reserve since 1997. The County ordinance requires stiff design standards. We will continue to monitor to ensure that those standards are met and that the historic viewsheds are protected.
- As a member of the Interpretive Team, manager spent considerable time with IDPR Experience/Education Program Supervisor in strategic planning, budgeting, and charting the future of the interpretive program given the recent changes in agency leadership that was once directly over the program.
- Worked with IDPR Development Bureau and engineer on projection mapping issue for Billingsley.

EAGLE ISLAND – GARY SHELLEY, PARK MANAGER

Customer Service

- Continued to update Facebook followers about COVID-19 delays and closures.
- Continued to take shelter reservations and talk with event coordinators for 2021.
- Responding to visitors' questions about COVID-19 requirements in the park, and questions concerning Gateway Parks' snow hill.

Park/Program Usage

- Gateway Parks' snow hill opened on Thanksgiving and was very busy during Christmas break.
- Special events included: Disc golf glow tournament, Idaho Capital City Kennel Club K-9 tracking event, and Plein Aire Painters.
- Police K-9 training continued to use our fields and outbuildings for training.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events	3	34

Preservation of Natural, Cultural, and/or Historical Resources

- Continued to fall hazardous trees in the parking lot.
- Continued to patrol the Park's historical buildings and look for damage from vandalism.

Staff Training

- Water rescue training would be good training to have for permanent and summer seasonal staff.
- CPR recertification will be needed for permanent staff.

Strategic Plan Actions

- Working with City of Eagle trails master plan.
- Working with local dog groups on the feasibility of a dog training area in the park.
- Working with sheriff's department regarding bike patrols at Eagle.

Manager's Narrative

- Met with Jamie Little, Experience/Education Coordinator, to talk about feasibility of installing bird nest boxes throughout the park.
- Met with high school athletics director, cross country races director, and landscaper to discuss state cross country meets, improvements, and contingency plans due to COVID-19 restrictions.
- Installed a Purple Heart parking stall.
- Dealt with Gateway Parks' snow hill COVID-19 requirements, parking pass issues, and an unauthorized transformer box installation issue.
- Continued to communicate and work with development on water/sewer project and shop pump house project.

HARRIMAN– MARK ELIOT, PARK MANAGER

Customer Service

- We began to groom trails in December but could not groom to full capacity due to equipment difficulties and obtaining the necessary parts to fix the machines. Our Bombardier groomer is running smoothly but we are having issues with the track setters.
- The park's transition from the \$5 MVEF to the \$7 MVEF went well and few guests even realize the price increased at all unless staff mentions it. With the MVEF increase many

of the resident and non-resident users have mentioned that the increase gave them more of an incentive to go purchase either the State Park Passport or Annual Pass sticker.

Park/Program Usage

- October was quite the month; temperatures fluctuated from a tolerable 70 degrees at the beginning to roughly -20 degrees towards the end. Visitation and rental facility demand followed the swing in temperatures with high visitation and demand early in the month to a drastic decline towards the end.
- This year was the 20th anniversary of the “Haunts of Harriman”. Staff made a difficult decision to cancel this event due to the county and surrounding areas rise in Covid-19 cases. To make the decision even more difficult a dear friend of Harriman State Park passed away who generously donated all their accrued Halloween decorations to the park. Staff decorated a small section outside the visitor center with the donated items to honor and pay respect.
- With snow falling just before Thanksgiving we saw more usage; however, we did not begin grooming as we were awaiting more snow to minimize the risk of damage to our grooming equipment. Snowfall towards the end of the month increased our rental facilities popularity creating a lot of turnover events with a lot of back-to-back situations.

Program Services

- Nothing to report.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- The Cookhouse restoration is almost finished. Bat problems continue to negatively impact the historic structures and the rental program. Wyoming Wildlife and Pest Solutions finished the exclusion work on the Bunkhouse and Ranch Managers House in December but had not started the clean-up of those facilities. The Bunkhouse and Cookhouse remained offline in December due to repairs needed from the bat damage.
- Following the retirement of the ranger that occupied the Ranch Office, the deterioration of that facility became increasingly apparent. Clean-up is ongoing and bids have been requested to ascertain costs of the extensive work needed so that the building can be made available for occupancy again.

Staff Training

- Nothing new to report.

Strategic Plan Actions

- Staff remains in close contact with our JCC volunteer group but they were unable to assist Harriman Staff for the months of October, November, and December.

Manager’s Narrative

- Staff winterized the Boys House and Scovel Center at the end of October and created a “procedure manual” for each house. This resource will be readily available to show and explain the process step-by-step.

- On November 10 the staff joined in a Zoom meeting to discuss opportunities to advance participation in park programming by those that are deaf or hard of hearing. Communications and Outreach Coordinator for the Idaho Council for the Deaf and Hard of Hearing facilitated the call that was also joined by a local eastern Idaho family with a deaf child. There is great potential to grow and develop these opportunities for this under-served community.
- The new Ranch Bridge was successfully installed November 2. Individuals from the Friends of Harriman State Park, park visitors, and park staff watched as the bridge was moved into place.



- The broken fire hydrant at the ranch is an ongoing issue. The south region crew is assisting staff by ordering the necessary parts to restore the hydrant to working order. This project will most likely have to be delayed until the snow melts this coming spring.

ASHTON TETONIA TRAIL - MARK ELIOT, PARK MANAGER

Customer Service

- Continued to keep trail mowed and CXTs cleaned in October.
- Fremont County issued us a permit to install directional signs along the re-routed section of trail.
- In November, gates were opened on the trail for snowmobile season.
- The Felt parking lot was kept plowed in December.

Park/Program Usage

- October counts: Marysville: 362 Cars, Bitch Creek Trestle: 719 people.
- In November trail counters were removed to the Boxcar for the winter. Counts will resume next Spring.

Program Services

- Nothing to report.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Nothing to report.

Staff Training

- Participated in the monthly Rails-to-Trails webinar trainings.

Strategic Plan Actions

- Continued to work with Homestead Assisted Living and had them fill out a Special Use Permit to allow use of motorized golf carts to shuttle their less able-bodied patrons on the trail.
- Gates along the trail are open for snowmobilers and groomers.

Manager's Narrative

- Due to a retirement at Harriman, our Ashton ranger began assisting more with daily operations at Harriman. He was subsequently hired as a full-time ranger at Harriman and began those duties at the end of November.
- The ATT Ranger position is currently vacant.

HENRYS - MARK ELIOT, PARK MANAGER

Customer Service

- Campground amenities were turned off and docks were pulled on October 9. Adams and Blue Dun Loops were closed for the season, but Caddis Loop remained open for dry camping until November 9 when several snowstorms left 6-12" of snow.
- Even though staff is always not onsite, customers may call the park number and listen to the message covering many of the questions they may have and contact information is available if further information is needed.

Park/Program Usage

- The park's vehicle count was 7,560 in October which was almost twice the 2019 number of 3,888. November vehicle count was 1,491 compared with 1,105 in 2019. December vehicle count was 1,944 including January 1, (last day of fishing on the lake), compared with 484 in 2019.
- Just before the lake froze, the shore fishing became phenomenal with several large fish (10-17 lbs.) being caught.
- Ice fishing was great in November. The ice was 6 inches thick most of the month and some days there were 10 or more groups on the ice, fishing. December saw a bit of a slowdown in fishing and ice was reported to be a foot or more most of the month.

Program Services

- Nothing to report.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- The pair of swans in the slough in September may be the park's nesting pair, but another pair with cygnets was seen in the area after the ice started melting in spots on the lake.

Staff Training

- Staff received training for their new weed sprayer from Fremont County Weed Supervisor.

Strategic Plan Actions

- Adams and Blue Dun restroom/shower facility project has been finished
- Adams and Blue Dun water system project is on the 2023 Capital Improvement Projects (CIP) list.
- Fish cleaning station project is on the 2021 CIP list and has been funded. A & E Engineering have started plans for demolition.
- Dump Station drain field project has been added to the top of the Henrys FY 2023 CIP list.
- Adams and Blue Dun asphalt project is finished. The project will be left open to see how the gravel on the edges of the sites and the living pads hold up to the spring run-off.
- Boat ramp evaluation showed cracks in the ramp caused some damage to the docks when they were pulled out for the season. Development has suggested this could be a good Water Improvement Fund project although it would be at least 2023 before it could be approved. Project has been added to the 2023 CIP List.
- Shower House Heat project is on the 2021 CIP list and has been funded.
- New sprayer was purchased to assist with the control of invasive species and spraying was done throughout the summer.

Manager's Narrative

- November 2019 revenue was \$16,277.49 with November 2020 revenue at \$2,476.83, a decrease of \$13,800.66.
- Revenue in the last quarter of the year was down. Much of this decrease may have been caused by reservations not being taken until December 10 to change site types and prices.

LAKE CASCADE – THERESA PERRY, PARK MANAGER

Customer Service

- The handling docks at Van Wyck and Blue Heron boat ramps were removed for the season on October 5-6 due to declining water quality and the availability of staff.
- All water systems were winterized by the end of October and the majority of the park's campgrounds were closed.
- With financial support from Idaho Fish and Game, the Boulder Creek parking lot is being plowed and is proving to be a very popular winter parking area.
- The park continues to sell all registration products - and has been especially busy with snowmobile and OHV registration sticker sales. Because the DMV cannot sell the Idaho State Park Passport to instate customers with OHVs, the park continues to field requests and questions about the possible solutions. Continuing dialogue and final direction to meet this customer need is necessary.

Park/Program Usage

- On October 6, the Idaho Dept of Water Quality issued a health advisory for the lake due to the high levels of cyanobacteria which lasted through November. This is the third

consecutive fall that the health advisory has been issued which especially affects day use visitation.

- By the end of November, the lake ice conditions allowed access for ice fishing. Of all winter lots the park maintains the new Boulder Creek lot was consistently the busiest. Reports of good catch rates are an indicator of a busy winter on the ice.
- In December all winter lots were busy with winter recreationists-especially by those ice fishing. Nordic trails were packed but there was not enough snow to begin grooming trails.
- IDFG is now permitting fish tournaments; at this time two ice tournaments are scheduled in February.

Program Services

- Due to lack of staff the park has not provided programming for the Cascade After School program. This is a significant change as the park had been one of the community program providers for several years; once the park is fully staffed this service will be reconsidered.
- Due to Covid-19 logistics, the January Idaho Free Ski Day and February Idaho Sled Dog Challenge was cancelled.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- The use of the North Region chipper for limb disposal provided a significant savings of time and labor as staff completed the removal of some hazard trees this month.
- Park staff continued with burning slash at the quarry and Osprey Point locations.

Staff Training

- Staff received training in the operation and maintenance of the plow trucks, skid steer, and backhoe for snow removal.
- Training needs identified: Reservation system, Elements of Supervision, Compliance Enforcement (full 60-80-hour course), First Aid and CPR, and Crucial Conversations.

Strategic Plan Actions

- On October 5 park staff met with representatives from Valley County Pathways, Tamarack Resort, Bureau of Reclamation, and former Governor Dirk Kempthorne to discuss the concept of a non-motorized pathway that would be developed adjacent to West Mountain Road. The group will continue to meet and discuss the layout and logistics of the pathway – and the specific steps to complete the project.
- For the seventh year, the park has permitted a temporary concession for guided ice fishing services in the park.
- Park staff is partnering with Idaho Fish and Game to maintain winter access at the Boulder Creek dirt parking area. IDFG will use Sports Fish Recreation funds for snow removal and a porta potty. With this partnership the park will not charge the MVEF at this location. This parking area, a new winter access map, and IDFG's state of the fishery blog is an ongoing effort to enhance access around the lake.

Manager's Narrative

- Park staff met with Development Bureau to review and comment on an extensive list of ADA facility deficiencies documented by Bureau of Reclamation. Many of the items will require significant planning and funds to correct. Reclamation has not attached a timeline to repairing these items.
- Park staff continued efforts with Reclamation in completing the long-term management agreement and updating the CIP list with the Development Bureau staff.
- The park received two temporary concession proposals to provide snowmobile rentals. It was concluded that no permits were needed as the vendors will conduct the business outside of the park.
- For the past several months park staff have been in communication with a local business owner who is interested in funding, (to some level), a fish cleaning station. The lack of a clear timeline or the needed details for the redevelopment of the Van Wyck unit will not allow the placement of this amenity at this time.
- For several years the park has been in partnership with the Southern Valley Co. Rec. District (SVCRD) and the Cascade Nordic club to bring Nordic skiing to the area. This year the SVCRD will take a lead role in the program at the Hasbrouck Ranch Nordic area. The park will continue to work with these partners and communicate regarding special events, development of trail brochures, participate in the annual trail work days, and to provide supplies such as the use of trail markers, and a porta potty at the Hasbrouck area.

LAKE WALCOTT – TRAPPER RICHARDSON, PARK MANAGER

Customer Service

- As of October 1, we stopped taking reservations and changed over to walk-in only.
- By mid-October, all necessary restrooms were winterized.
- The park started selling snowmobile stickers.
- Work continues on the cabins. They will have an almost complete overhaul by the 2021 camping season.

Park/Program Usage

- Minico Junior High School cross country team used the park for a cross country meet in October.
- A new car counter was received and installed.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Staff is working to secure some photos from when the park was a CCC camp.
- Once the stumps have been taken care of, we will be working on repairing the rock wall that sits just outside of the Gazebo pavilion.

- The juvenile probation work crew returned to the park in December to help with the yearly winter clean up and maintenance of the park. This is the first time we have seen the crew this year because of Covid-19 restrictions.

Staff Training

- Staff passed the CIG training and received a certificate and pin in the mail. We are hoping that we will have the opportunity this upcoming season to have some interpretive programs.

Strategic Plan Actions

- We are using social media and flyers to connect with the community and look for volunteers.
- The Facebook page continues to be a useful way of communicating with the public, we receive comments and messages about park information often.
- We are making plans for ways to advertise and attract candidates for seasonal maintenance positions.

Manager's Narrative

- Although camping slowed in the fall, we were still having walk-ins of one or two per day in October and three or four a week in November.
- BOR's drawdown of the lake was stalled for a few weeks because of farmers complaining about the lake being too low for irrigation. At the end of October, we believe that the lake was at its lowest and finally started to rise again in November.
- Users seem to be adjusting to the new fee schedule. We edited our envelopes to reflect the new \$7 entry fee and replaced pricing signs at the park. Most users and campers seem to be complying without complaint.
- Two new leaks have popped up in the RV loop and we have South Region work crew working with us on this project.

LAND OF THE YANKEE FORK – RICK THOMPSON, PARK MANAGER

Customer Service

- The park carries the USFS Challis and Salmon area maps for sale.
- Park has registration stickers for ATV, boat, invasive species, and snowmobiles available to the public.
- Bayhorse site was closed to the public in October for the season, but staff allowed visitors and conducted some interpretation programming.

Park/Program Usage

- The park visitor center had 402 visitors for October, 145 in November, and 255 in December.
- The park movie was shown 31 times to a total of 109 visitors in the last quarter of the year.
- The Yankee Fork Gold Dredge – closed for winter
- Custer City – closed for winter

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- IHT grant work continued on the Bayhorse Hotel in October. IHT has agreed to extend the grant for 1 year. Work should be completed before the end of FY21.

Staff Training

- Nothing to report.

Strategic Plan Actions

- Nothing to report.

Manager's Narrative

- Yankee Fork ranger in the absence of the retired manager, kept up the day-to-day park operations.
- A park volunteer transitioned to a seasonal employee at the interpretive center.
- Fire suppression sprinkler outside line developed a leak and was temporarily repaired. Quote to replace the exterior line was obtained and sent to region.

LUCKY PEAK – SURAT NICOL, ASSISTANT MANAGER

Customer Service

- Concessions closed for the season in October and porta potties were placed for the winter.
- Lake level was over 100' below full pool by the end of December.

Park/Program Usage

- Attendance was only slightly higher than average this last quarter of the year.
- Disc Golf course is set up until May 1 and is getting a lot of players.
- All three units are now off leash.

Program Services

- Staff worked with Girl Scouts on virtual interpretation program and online hiking project.
- Staff did presentations at Riverstone School adhering to PPE and distancing requirements.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming	1	unknown
Jr. Ranger Programming		
School Programming	2	90
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Nothing to report.

Staff Training

- Ranger participated in the online National Association of Interpretation conference.

Strategic Plan Actions

- Working on a potential non-motorized boating facility at Discovery.

Manager's Narrative

- Franz Witte nursery donated 35 2" caliper trees to us. They will be moving to Nampa and future donations will be more difficult due to transportation.
- As of October, Sandy Point concession more than doubled revenue this year compared to last.
- Staff painted a scale solar system at Sandy Point. Pamphlets and education programs to follow.
- Staff helped erect training posts at Spring Shores for the sailing academy. Students will be able to train on raising and lowering sails, monitoring wind, and learn sailing terminology on dry ground before hitting the water.
- An IDPR Alum, Curt Creason, visited Lucky Peak and gathered bitter brush and rabbit brush seed for an IDFG project in Emmett.
- We were approached about a potential facility for racing sculls/boats at Discovery. We are looking at the proposal.
- Attendance hit an all-time high of over 925,000 this year which is 67% above average.
- Assistant manager participating in online court cases.

MASSACRE ROCKS – TRAVIS TAYLOR, PARK MANAGER

Customer Service

- We winterized the campgrounds the last weekend of October, which was later than normal due to the nice weather and high camper numbers.
- Reservations started back up mid-December and we are already nearly full for Memorial Day Weekend.

Park/Program Usage

- October continued to see a lot of travelers, with most heading to, or returning from Yellowstone.
- Mild weather the first two weekends of October resulted in high camping numbers. We kept both loops open during this time to accommodate the demand for campsites.
- Camping was low in November and December although we had some interest in renting the cabins this winter.
- We have seen a few kayakers on the river this fall.
- They're trying to fill American Falls Reservoir, after completing the spillway repairs, so we're seeing more ice on this stretch of river.

Program Services

- Our ranger is working on updating our school programs for when the schools can return to taking field trips.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Nothing to report.

Staff Training

- Manager was able to meet his requirements for his pesticide applicator's license renewal.

Strategic Plan Actions

- Nothing to report.

Manager's Narrative

- Low river levels due to maintenance at American Falls & Minidoka Dams made launching inaccessible for most boaters. The low water did allow us to remove the aging canoe dock.
- We were able to use some of the leftover docks that were donated from Bonneville County, Ririe Reservoir to build a boardwalk across the cattails to provide better canoe and kayak launching opportunities.
- We kept the visitor center open seven days a week through November.
- River levels have risen throughout November. The boat launch is now usable, but the river is still down approximate 2-3ft.
- We've been working with the Experience/Education Coordinator, on getting a plan together to update many of our old and dated interpretive displays. Most our interpretive signs throughout the park are more than 20 years old.
- Although we did not have our annual bonfire this year, we still parked our dump truck in town to pick up Christmas trees.

PONDEROSA – MATT LINDE, PARK MANAGER

Customer Service

- Visitor center bathrooms were opened in November once our day use bathroom was winterized.
- We had a delay in starting the Nordic program due to the construction project at the boat ramp.
- We started the Nordic program in December after settling into a routine that followed the Central District Health Department Covid-19 recommendations.
- Lots of visitor center usage as park users come in for information.

Park/Program Usage

- Roots preschool opened back up in the fall and is running fully. The park is once again full of kids as MOSS and Roots teach the children of Idaho.

- We had a warm late fall which brought lots of visitation. We still have limited groups using the park but none that are large.
- Nordic users are by far the largest group using the park in winter. The Christmas through New Year's week is typically very busy with this year being no exception.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming	83	946
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Jamie Little has looked for funding sources for the fossil display but has not had luck yet finding a grant source. Our interpretive ranger attended a zoom meeting in December regarding the fossil project and got up to speed with what needs to take place.
- We are in the final phases of getting a date set for the natural resource project in the Meadow Marsh. The tree thinning project will affect our Nordic program, but we are in the process of finding ways to mitigate it.

Staff Training

- Staff are currently taking online webinars to fulfill credits needed to keep pesticide certifications.
- I would like to send two rangers this year to a tree & insect disease training in north Idaho.

Strategic Plan Actions

- The logging project slated to start in January will be the next in line to achieve the strategic goals of our annual work plan.

Manager's Narrative

- The construction projects are winding down and should be wrapped up in early December. The forest restoration will be the next big park project that may disrupt some visitors, but we feel we are prepared for comments from the Nordic community at this time.
- December was a busy one for us. We started the Nordic program and hired a replacement ranger for the interpretive position. We also lost a ranger to transfer, so we will spend a good bit of time in January trying to fill that position.

THOUSAND SPRINGS – DAVID LANDRUM, PARK MANAGER

Customer Service

- We had a ranger transfer from Lake Walcott to Thousand Springs in October.
- Our day-use visitation is starting to slow in December but is higher compared to previous years.
- Our houses on Ritter Island were closed until the end of December due to the bridge being replaced.

Park/Program Usage

- Day use in our parks has increased over the past year. The public is getting out and hiking Box Canyon even while the roads and parking lots were getting paved.
- Many people are walking the bike/walk path from the City of Hagerman to Billingsley Creek, fishing at Crystal Springs, and picnicking at Malad Gorge.
- As it gets cold outside, the public is hiking Box Canyon to see the Eagles wintering here, riding horses in the arena, and continuing to fish at Crystal Springs.
- We held our last ATV/Motorbike class of the season in October.

Program Services

- Billingsley Creek VC groundbreaking had 100+ attendees.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		100

Preservation of Natural, Cultural, and/or Historical Resources

- The back-parking lot will remain closed at Box Canyon until this spring due to eagles wintering in the canyon or until the front parking lot starts to fill.
- A disc golf course at Niagara Springs is in the planning stages. The course is being planned and will be installed by a group of three boy scouts working on their Eagle Scout project.

Staff Training

- Staff will be attending a CPR/First Aid class put on by our ranger in January.

Strategic Plan Actions

- The CARES fund project, paving of the road and both parking lots at Box Canyon, was completed in November and we are installing new signs along the road and in parking lots.
- Billingsley Creek visitor's center is moving along. The contractor has been on-site, and walls are going up. The parking lot and roads around the VC have been carved and rough graded, and water lines are being run.

Manager's Narrative

- Lights were added to 30 trees along HWY 30 in Billingsley Creek State Park and we turned them on at the same time the City of Hagerman had their Christmas lighting celebration. They looked very nice and the comments people shared were positive.
- We have just the cleanup work to be done to complete the new bridge on Ritter Island, it has come out so nice and is such a big improvement to the entrance to Ritter Island. It will allow emergency vehicles to safely cross for any emergency.

THREE ISLAND – NITA MOSES, PARK MANAGER

Customer Service

- The visitor center was open six days each week for six hours each day in October, and 5 days per week for 6 hours each day in November and December. The same limited access imposed on June 1 is still in effect with the self-guided museum, theater, and exhibits closed to the public.
- The entrance kiosk was closed November 1 for the season and will reopen again in spring 2021.
- New fee signs were hung; one at the Kiosk, one at the entrance to Wagon Wheel loop, and one at the entrance to Trailside loop.

Park/Program Usage

- The visitor center served 510 visitors for the month of October, 119 visitors in November, and 74 visitors for the month of December. We had an overall decrease of 7,969 YTD visitors compared to 2019.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- In October, staff began the annual leaf mulching and pine needle cleanup throughout the park (weather permitting). This is a duty that is very cold and dusty and lasts for months into the fall/early winter and late winter/spring.
- North American Flickers are wreaking more havoc on the cabins than ever before. Park ranger continues to patch the holes, but a more permanent solution needs to be found.

Staff Training

- Staff cancelled the Team Building meeting for October.

Strategic Plan Actions

- Staff continues to place orders for the gift shop, which is doing very well with all the new inventory. Since the interactive museum has been closed due to Covid-19, the gift shop purchases have increased significantly this year. The increased and improved inventory also has a huge effect on the increased gift shop revenue.

Manager's Narrative

- Cold snap in October forced staff to shut down the domestic water earlier than normal. It was turned back on after the cold snap. Patrons were very understanding and just happy to have a place to camp with electricity.
- Domestic water leaks were found in the Wagon Wheel campground. Region manager agreed to help fund projects to replace/fix several potable water valves that haven't worked properly in years. The project cost just under \$1,000.
- New signs were purchased for the upcoming fee changes.
- Manager attended a City Council meeting where discussions were held on the YNOT Winery's plans to add approximately 39, full hookup sites to their campground. Staff

does not foresee much impact on the park's camper visitation as the park's campsites are often booked at the same time as the winery and the other campground in town. Staff often refer campers to these other campgrounds when no sites are available in the park.

- Our maintenance ranger made a nice frame out of maple to display the new park poster in the gift shop.
- Wind and sun caused the visitor center shade covers to tear and they have been removed by staff. It gets extremely hot during the summer and with only allowing six visitors at a time in the building, customers are forced to wait outside in the hot sun. Manager is gathering information regarding an estimate on replacing the canvases.

SOUTH REGION MAINTENANCE CREW – CHRIS RE, FOREMAN

Bruneau Dunes State Park

- Dug up old irrigation system and capped off lines in Broken Wheel camp loop that were leading to the old water tower, removed old valves that were seized and not working. Also performed some parking area rehab in the Broken Wheel loop.



Eagle Island State Park

- Helped move cut down trees, removed stumps and moved to burn pile.
- Dug up sewer line to replace a valve. After valves were fixed by contractor, we cleaned the area and added access to both valves by removing the old concrete access.
- Graded the road to equestrian area and both equestrian and overflow parking lots. Also graded shop area.

Harriman State Park

- Worked with park staff to install new stove in the new yurt.

Lake Cascade

- Moved Van Wyck docks out of the water and into the camping area for the winter season.
- Helped pull Blue Heron docks out of the water for the season.

Lake Walcott

- Fixed roof on park housing after windstorm in September.
- The water level was low enough to cut and remove the dock pilings that were moved by the ice.
- Fixed water valve in tent campground. Cut back 10 feet removing all the previous fixes and added galvanized pipe and a new valve. Replaced old water spicket with a frost-free water spicket.

- The leak that was found in the Lakeview camping area was repaired.



Lucky Peak - Spring Shores / Sandy Point

- Helped deliver and plant approximately 45 trees to both park units.

South Region Crew

- Performed maintenance on machines and oil changes for the trucks.
- Worked in the tool supply room by added shelves and bringing everything inside for climate control.