

IDAHO DEPARTMENT OF PARKS & RECREATION
“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”
Quarterly Board Meeting
February 23, 2022
Department of Parks and Recreation
5657 Warm Springs Ave.
Boise, ID 83716

Zoom Meeting Link:

<https://us02web.zoom.us/j/82072430790?pwd=eC80dzdVKzk3dWR2YzdqZnhQTDRtZz09>

Meeting ID: 820 7243 0790

Passcode: 494785

AGENDA

Wednesday, February 23, 2022

- 9:00 A.M. (MT) Call to Order – Chairman Beckley
 - Roll Call
 - Welcome and Introductions – Chairman Beckley and Director Buxton
 - Additions or Deletions to the Printed Agenda
- Consent Agenda – Action Item
 - Approval of Minutes
 - December 1-2, 2021
- Directors Report and Legislative Update – Director Buxton
- Old Business
 - Grant Policies Review and Updates – **Action Item** – Kathy Muir
 - Recreation Update – Troy Elmore
 - E-Bikes and their Impact
 - Infrastructure Bill passed in Congress
 - Collaboratives and Recreation Committees
 - University of Idaho Joint Professor Collaboration – Susan Buxton & Dennis Becker, Dean College of Natural Resources University of Idaho
- **NOON – WORKING LUNCH (PROVIDED)**
- New Business
 - Youth Conservation Agreement – **Action Item** – Troy Elmore
 - Paris Creek Agreement – **Action Item** – Susan Buxton
 - Administrative Fee Rules for Post-Sine Die - **Action Item** – Seth Hobbs
 - Aaron Butler Memorial Purple Heart Run Group Use Permit Application – **Action Item** - Troy Elmore
 - Agreement for Recreation Shared Stewardship with USFS – Troy Elmore
 - Program Reports
- 1:30 P.M. (MT) Budget workshop – Susan Buxton & Steve Martin
- Public Comment

* Under authority of Idaho Code 74-206. Executive sessions -- When authorized. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific

subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body. An executive session may be held:

- (b) *“To consider the evaluation, dismissal or disciplining of or to hear complaints or charges brought against a public officer, employee, staff member or individual agent or public-school student.”*
- (c) *“To acquire an interest in real property not owned by a public agency.”*
- (f) *“To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.”*

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- Executive Session –Personnel, Private Property and/or Litigation - **Action Item** – Chairman Beckley
- ADJOURN

IDAHO DEPARTMENT OF PARKS & RECREATION

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

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<https://us02web.zoom.us/j/86287003104?pwd=MlIPU1A3dG1oM3JSZDAwQzlnEfpOQT09>

AGENDA

Wednesday, December 1, 2021

Call to Order – Chairman Beckley called the meeting to order at 09:00 AM. The Chairman requested Ms. Arteaga to conduct roll call.

- Roll Call
 - Board Member Beckley – Present
 - Board Member Fatkin - Present
 - Board Member Black - Present
 - Board Member Doman - Present
 - Board Member Roach - Present
 - Board Member Eastwood - Present

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

Susan Buxton – Director
Troy Elmore – Operations Division Administrator
Adam Zaragoza – Management Services Administrator
David White – North Region Bureau Chief
Garth Taylor – East Region Bureau Chief
Theresa Perry – South Region Bureau Chief
Craig Quintana – Public Information Officer
Debbie Hoopes – Human Resource Officer
Seth Hobbs – Registration & Reservation Program Manager
Kathy Muir – Grant Management Supervisor
Dennis McLane – Friends of Idaho State Parks
Victor Kranz – Lake Cascade Sport & Marine
Carrie Kranz – Lake Cascade Sport & Marine
Joy Vega – Deputy Attorney General
Matthew Reiber – Division of Financial Management
Nate Fisher – Governor’s Office
Katherine Kirk – Idaho Heritage Trust
Chris Anton – Endowment Fund Investment Board
Rob Sepich – Legislative Services Office

Welcome and Introductions / Chairman Beckley and Director Buxton

Chairman Beckley and Director Buxton welcomed everyone to the last meeting of the year. The Chairman

introduced new board member, Mr. Mike Roach.

Additions or Deletions to the Printed Agenda

Mr. Eastwood requested to change Policy 5040, and the U of I MOU, on the agenda from an action item to information items, as well as update the time for the following day, Thursday, December 2nd, from 08:30 AM to 07:45 AM.

Mr. Eastwood moved to change policy 5040 and the U of I MOU to information items, and update time for the following day to 07:45 AM. Motion was seconded by Mr. Roach. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously.

Consent Agenda

- Approval of Minutes August 11-12, 2021
- Approval of Minutes August 18, 2021

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

Director's Report – Director Buxton

Director Buxton reported on the following topics:

- We have been busy ensuring the CARES ACT and Leading Idaho funding expenditures and projects are going as planned.
- We were able to conduct headquarter and region meetings, in person and via Zoom, where employees received annual Respectful Workplace training. Some employees also attended a presentation reminding staff to be mindful and grateful for what we each have, and the benefits of doing so.
- Thankful to IDPR staff for being as nimble as they are while dealing with lots of issues. IDPR field staff serve as first responders; They also provide interpretive services and education. Recreation Bureau has gotten a lot of trail work done and have also worked on the Centennial Trail.
- Continued outreach to Legislators to share our work with them, some of which, will be attending the tour of Billingsley Creek.
- Steve Strack, our Deputy Attorney General since 2008, retired on November 19, 2021. We appreciate him greatly and his service to IDPR.
- Monthly Director meetings with Governor Brad Little and Governor's staff. These meeting are held with over 70 state agency directors from the Executive Branch. The most recent meeting was held on November 22nd. Members of the Governor's staff updated agency directors on the following topics: Governor's visions and goals, the upcoming legislative season, maintaining Idaho resources, Employment trends, and Idaho's triple A rating and revenue growth.
- Deferred maintenance is a priority to maintain Idaho's resources for years to come; Adam Zaragoza will later discuss IDPR's deferred maintenance amounting to 75 million dollars, which will require seeking additional funding sources. We have continued working with DFM and the Governors Office on proposals for the American Rescue Plan Act (ARPA) and state budget surplus funds for qualifying department projects.
- Overview of FY2023 budget request and further insight on visitation trends over the last couple of years, as well as employment trends, that led us to the numbers found in our request.
- Discussed continued efforts with internships and apprenticeships through high school and higher education entities. The successful completion of either of these programs could help students qualify for classified positions without having to test for them through the merit system.

Director Buxton stood for questions.

Introduction of Joy M. Vega, Deputy Attorney General – Director Buxton

Director Buxton welcomed and introduced Joy Vega, Deputy Attorney General. Ms. Vega briefly shared her experience and background which included working with a private practice law firm, and four years representing Department of Lands.

Potential Legislation – Director Buxton

Director Buxton provided information and recommendations on the following legislation items:

- EALS#: 340-01 Title: Parks Passport
 - Increase Parks Passport from \$10 to \$20. Director Buxton recommends holding until the following year; This will allow us more time to gain support and continue educating the public and Legislators about everything IDPR does and has to offer.
- EALS #: 340-02 Title: Idaho Safe Boating Act
 - Removing redundant rules from IDAPA and codifying them. These rules will follow Coast Guard rules and will be in line with the Red Tape Reduction Act. This item is on track; Director Buxton recommends we continue moving forward with this item.
- EALS #: 340-03 Title: Parks Immunity
 - Inherent risks with outdoor recreation activities and liability. Director Buxton has continued working with the Governor's Office and will begin working with Ms. Vega.
- EALS #: 340-04 Title: Vendor/County Fee
 - Fee has not been updated since origination. Fee would be increased to \$3 to help Vendors offset the cost of selling our stickers. Director Buxton recommends moving forward with this item.

Director Buxton stood for questions.

Farragut Turkey Archery Hunting – David White

Mr. White reported that Idaho Department of Parks and Recreation and Idaho Department of Fish and Game (IDFG) have a Memorandum of Understanding (MOU) agreement, to jointly manage Farragut State Park. IDPR has allowed Archery-only hunting for white-tailed deer within the park. Per IDPR policy 6010.4.5, "The board may approve exceptions to the IDAPA 26.01.20.575, Rule on Protection of Wildlife in State Parks, in order to expand recreational opportunities in parks where it is appropriate, as well as assist wildlife managers in achieving population objectives." Mr. White states that park staff support this recommendation. Mr. White recommends the Board approve the staff recommendations as presented.

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

Trail of the Coeur d'Alene's Easement for Access Road – David White

Mr. White reported that there are four property owners adjacent to the Trail of the Coeur d'Alenes in the Enaville area that use an access road in the Trail right-of-way ("ROW") as the sole means of access to their properties. The properties are owned by the Central Shoshone Water District, Woods Crushing, Inc., Jerry White, and Pentaco, LCC. As this access road is the sole means of access to their properties, Woods and J. White have requested that they be granted easements, to have the legal access necessary for any future use or sale of their properties. Pentaco, LLC. has not responded to requests to negotiate an agreement governing its use of the access road. Mr. White addressed the unique circumstances of this request and provided further information regarding this recommendation. Staff recommends that the Board authorize Chairman Beckley, on behalf of the Board, to execute and issue easements to Woods Crushing, Inc. and

Jerry White, and direct legal counsel to proceed with legal action to resolve the trespass claims against Pentaco, LLC.

Mr. Black moved to authorize Chairman Beckley, on behalf of the Board, to execute and issue easements to Woods Crushing, Inc. and Jerry White, and direct legal counsel to proceed with a legal action to resolve the trespass claims against Pentaco, LLC. Mr. Fatkin seconded the motion. Vote Taken: 5 In Favor, 1 Opposed, Motion Passed.

Group Use Fees – Troy Elmore, Garth Taylor, David White, Theresa Perry

Mr. Taylor reported that the three IDPR regions surveyed statewide group camp facilities to assess if facilities could benefit from fee adjustments. IDPR fees are addressed in IDAPA and approved by the Board and Legislature. Group use fees, as listed under 26.01.20.254, are not capped and are listed as “Varies.” Each region manager shared their input supporting the new proposed rates for group facilities fees. Staff recommends increasing group camp fees as presented, and to adjust cancellation fee for Priest Lake Lionhead Group Camp to reflect, “Cancellation fee is the first night’s fee plus \$50 if done 21 days in advance.”

Mr. Eastwood makes motion to adopt staff recommendation for Group User Fees as presented. Mr. Fatkin seconded the motion. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously. Motion carried unanimously.

Pending Administrative Rules – Seth Hobbs

Mr. Seth Hobbs, Registration and Reservation Program Manager, provided a brief overview of the temporary rules listed in the agenda item. These temporary rules were approved at the June 2021 board meeting. This action proved prescient and has ensured that all rules remain in effect as temporary rules. Mr. Hobbs provided insight on a minor administrative amendment to IDAPA 26.01.31, which removed a nonexistent reference in the definition and replaced them with the correct references.

Mr. Hobbs stated that to move forward with the rules process, the Board must approve pending rules for publication in the Idaho Administrative Bulletin on December 22, 2021. The pending rules can then be presented to Legislature for approval during the 2022 Legislative Session.

Mr. Eastwood moved for the Board to approve the pending rules as published in the special edition of the Idaho Administrative Bulletin on October 20, 2021 and as detailed in the Notice of Omnibus Rulemaking Adoption of Pending Rule (Attachment B) for the following: 26.01.03, Rules Governing Recreational Registration Program Vendors; 26.01.21, Rules Governing Leasing Practices and Procedures for Recreational Residences Within Heyburn State Park; 26.01.22, Rules Governing Cooperating Associations; 26.01.24, Rules Governing the Administration of the Sawtooth National Recreation Area Special License Plate Funds; 26.01.30, Idaho Safe Boating Rules; 26.01.31, Rules Governing the Administration of the Idaho Department of Parks and Recreation State and Federal Grant Funds; 26.01.34, Idaho Protection Against Invasive Species Sticker Rules; and, 26.01.37, Rules Governing Test Procedures and Instruments for Noise Abatement of Off Highway Vehicles.

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

Pending Administrative Fee Rules – Seth Hobbs

Mr. Hobbs explained this action item is the same as the last. There have been no changes to the temporary Administrative Fee rules.

Mr. Eastwood moved to approve the pending rules as published in the special edition of the Idaho Administrative Bulletin on October 20, 2021 and as detailed in the Notice of Omnibus Rulemaking Adoption of Pending Fee Rule (Attachment A) for the following: IDAPA 26.01.10, Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and

Recreation; IDAPA 26.01.20, Rules Governing the Administration of Park and Recreation Areas and Facilities; and, IDAPA 26.01.33, Rules Governing the Administration of the Land and Water Conservation Fund Program. Mr. Black seconded the motion. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. The motion carried unanimously.

Policy 8010 Amendment Process for New State Park Acquisition – Adam Zaragoza

Mr. Zaragoza provided background on IDPR Policy 8010, Process to Select State Park Properties, and the Boards role for making amendments to IDPR policies. Idaho Statutes 67-4219 and 67-4224 outline the duties of the IDPR Board to acquire, develop and maintain land. Due to the redundancy of our current policy with the Idaho Statutes, Mr. Zaragoza presented the proposed amendments to sections 4.2, 4.3, and removal of sections 4.6, 4.7, 4.8, 4.9, 4.10, 4.11, and 4.13. These proposed amendments will reduce Idaho Code redundancies, remove the strict process that may be time consuming, and will allow staff the creativity and latest methods to evaluate potential properties.

Mr. Fatkin moved to amend policy 8010 as presented and written in the staff report. Mr. Black seconded the motion. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. The motion carried unanimously.

Policy 8020 Development of State Parks and Recreational Trails – Adam Zaragoza

Mr. Zaragoza reported that the amendments for Policy 8020, Development of New State Parks and Trails, are minor. Like Policy 8010, this policy has redundancies to Idaho Statute and the duties of the Board. Mr. Zaragoza presented the proposed amendments to section 4.2, and removal of section 4.4.3. These amendments will remove portions of the policy that has been deemed as not relevant or unnecessary for the development of Parks property.

Mr. Fatkin moved to amend policy 8020 as presented and written in the staff report. Mr. Roach seconded the motion. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. The motion carried unanimously.

Policy 5040 Grant Conversion Policy Update – Kathy Muir

Ms. Muir stated that IDPR Policy 5040, Grant Conversions, requires updates to accurately reflect the temporary IDAPA rule for Project Conversions. Currently the temporary IDAPA rule for conversions in the state grant program identifies that Board approval is required to resolve an issue. IDPR Policy 5040 contradicts that language by stating the procedure to relieve a project sponsor from their commitment falls upon a unanimous vote from the director, grant manager, and associated committee member for the grant program. Ms. Muir presented the attached policy with the proposed edits which will align with IDAPA.

The Grant policy updates requested for Policy 5040, and the potential changes for Policy 5020, Supplemental Grant Standards, will be discussed at the next quarterly meeting. Discussing these simultaneously will allow better cohesion amongst the Department Grant Program policies.

Endowment Fund Investment Board – Chris Anton and Chris Halverson.

Mr. Anton provided an in-depth presentation on the mission, assets, and who is the Endowment Fund Investment Board (EFIB). IDPR has two endowment fund accounts, the Ritter Island Endowment Fund, and the Trail of the Coeur D’Alene Endowment Fund. Mr. Anton provided investment performance reports for both funds. These reports were submitted under the FY2022 1st Quarter Financial Reports.

Cascade Marina RFP - Troy Elmore

Mr. Elmore provided an overview of the efforts IDPR has made to increase services and amenities at Lake Cascade State Park. As an agency, we have been unable to fund the development of a marina facility at

Lake Cascade State Park. In efforts to pursue a public/private agreement for the development of a marina facility, IDPR posted a request for proposal (RFP) inviting applications for submittal, which can be found on this agenda item. IDPR received two eligible proposals which can also be found attached. Each proposal identified two unique locations to provide services. IDPR would like to entertain both proposals at the proposed sites.

Victor and Carrie Kranz, owners of All American Outdoors, Inc. dba Lake Cascade Sport and Marine, provided the IDPR board with a brief overview of their experience working in this industry, their current business, and their excitement to work with IDPR and provide services to the Van Wyck campground area of Lake Cascade.

Scott Turlington, President of Tamarack Resort, stated that Tamarack Resort is looking forward to the development of a marina, and associated facilities, to be located within the Poison Creek Day Use Area of Lake Cascade State Park. This will be a great benefit to Cascade, Donnelly, and Lake Cascade State Park, and they are excited to keep moving forward.

Benewah Lease Cabins at Heyburn State Park – Septic Facilities/Inspections – Troy Elmore

Mr. Elmore informed the Board of the nine antiquated trailer travel homes, which are currently being used for summer homes at the Benewah unit of Heyburn State Park. IDPR has annual leases with the owners of these trailers; Per these lease stipulations, the septic systems must meet the requirements of the Panhandle Health District and regulation of the Idaho Parks and Recreation Board. One of the trailer's septic systems has failed with wastewater surfacing. The remaining trailers will need to be inspected by the Panhandle Health District. We are currently working with the Attorney General's office to outline a proper course of action and we will keep the Board apprised of any further information.

Idaho Heritage Trust Calendar Project – Susan Buxton, Katherine Kirk

Director Buxton introduced Katherine Kirk, Executive Director of Idaho Heritage Trust (IHT). IDPR and IHT have worked together to protect and preserve historical buildings and features at our parks for many years. We would like to highlight this partnership by creating a calendar featuring Idaho State Park to be released mid-January 2022. Idaho Heritage Trust will cover costs for the first run and utilize IDPR staffs' help to accomplish the task at hand.

Mr. Fatkin motioned to approve the partnership with Idaho Heritage Trust, devoting staff time to complete the calendar. Motion was seconded by Mr. Doman. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. The motion carried unanimously.

U of I MOU – Susan Buxton

Director Buxton stated IDPR has been working with University of Idaho (U of I) to explore a partnership. This partnership would create a shared professorship, with the U of I College of Natural Resources, and will add academic resources to the department. The employee will be a U of I employee, and IDPR would help pay a portion of the salary and expenses for this position. The memorandum of understanding (MOU) is still in the process of being finalized. The MOU will be presented to the Board for review and potential execution once it has been completed.

Board Elections

Mr. Black moved to elect Brian Beckley to serve as Chairman for the coming year. Motion was seconded by Mr. Fatkin. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried unanimously

Mr. Fatkin moved to elect Mr. Eastwood as Vice Chairman. The motion was seconded by Mr. Black. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion.

Motion carried unanimously.

2022 Meeting Dates and Locations– Brian Beckley

Board members were presented with suggested locations for the upcoming 2022 Board meetings. After discussion of upcoming IDPR projects and timing, the Board agreed on the following dates and locations:

- 1st quarter meeting on February 23 – 24, 2022 to be held at IDPR Headquarters.
- 2nd quarter meeting on May 18 – 19, 2022 to be held in Moscow, ID.
- 3rd quarter meeting on August 10 – 11, 2022 to be held in Sandpoint or Coeur d’Alene, ID.
- 4th quarter meeting on November 9 – 10, 2022 to be held in Twin Falls, ID.

Mr. Fatkin moved for the Board to stay the course with the proposed dates and locations for the 2022 Board meetings. 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

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

Operations - Troy Elmore, Operations Division Administrator, reported:

- State Parks have experienced a lot of new hires and promotions.
- Touring state parks has been successful. Have met with representatives and commissioners.
- Feedback on Park Directors Conference where they met many potential vendors and counterparts in different states.
- Region meetings were held successfully. It was nice to see everyone face to face. We continue making ourselves available to field staff.

Management Services - Adam Zaragoza, Management Services Administrator, reported:

- His new role as Management Services Administrator began in Mid-September.
- Steve Martin, and Seth Hobbs, have been very helpful, and informative.
- Development staff has done a great job reassessing the backlog of maintenance projects and projecting the financial needs to complete these projects.
- Has been visiting field staff as well; Region meetings were a great way to get out and meet with staff.

Communications - Craig Quintana, Public Information Officer, reported:

- Social media continues to be very successful with approximately 400,000 engagements. An engagement is an actual interaction, such as: share information, comment, like, etc.
- Online webpage update has continued to ease customer and visitor experiences on our site.
- 2/3 of website engagements are from users in the West Coast.

Fiscal - Steve Martin, Financial Officer, reported:

- IDPR is in a good financial position.
- Non-resident fees are not reflected in our numbers yet, as there is an overlap of time where the numbers will vary due to reservation timing.
- Day use increase at Bear Lake State Park made a positive and significant impact on fiscal numbers.
- The current and projected numbers support our need for FTE’s, Operation budget, and ongoing revenue.

Registration and Reservation – Seth Hobbs, R&R Program Manager, reported:

- DMV training is still ongoing and have successfully trained 32 DMV’s, with four upcoming trainings scheduled. This is a great benefit as it is convenient for our customers.
- DMV training will help alleviate some of the heavy registration traffic our region offices, and parks experience.

- We have implemented the ability for users to purchase stickers that will be valid for two years, instead of just one. OHV and Snowmobile users have been the most frequent purchasers of the two-year stickers.
- Added donation option in checkout. We have had a better outcome than we had expected.
- The effect of nonresident fees will not be reflected until next year, due to the reservation dates.
- Working with parks to get things reservable outside of normal schedule, with positive outcomes.

Development - Melanie Schuster, Interim Development Bureau Chief, reported:

- 2021 was an exciting year project wise. The extra funds, thanks to the CARES act, supplemented a lot of projects. Development staff has done a great job to ensure projects meet the deadline of December 31, 2021.
- Billingsley Creek campground has been started, and staff is moving into the visitor's center. This project has been five years in the making.
- Projects have been wrapping things up for winter; However, there will still be ongoing projects through the winter in parks where weather permits.
- Hopeful and excited for the prospects of additional funds which will allow IDPR to continue progress on deferred maintenance and new opportunities.

North Region - David White, North Region Manager, reported:

- Feedback on the North Region and the nonresident fee increases, park visitation, and the ongoing construction projects in North Idaho.

South Region - Theresa Perry, South Region Manager, reported:

- Started in her new position as Regional Manager on July 8th. Tremendous amount of learning has been done. Appreciative of the patience and help she has received.
- July and August were busy with recruitment: Lucky Peak, Eagle Island, and Lake Cascade filled vacancies.
- Water system issues in South Region parks have risen to the top of concerns.
- RFP for Lake Cascade will have a long-lasting, positive impact and has been needed for a very long time.

East Region - Garth Taylor, East Region Manager, reported:

- Bear Lake has survived another very busy season. Nonresident fees did not slow down visitation.
- Harriman currently has a Ranger vacancy, as Morgan Smith has resigned.

Human Resources - Debbie Hoopes, Human Resource Officer, reported:

- The shift IDPR has seen within State Parks as employees retire or promote.
- Old Mission State Park will be hiring for a Manager 3 soon.
- Volunteer recruitment is already ramping up and in the works for 2022.
- Seasonal hiring has also begun; We have a few job fairs and internship outreach lined up.
- HR staff (Debbie Hoopes, Kathryn Hampton, and Lupe Arteaga) have been working with LUMA and the HR Modernization efforts.
 - The HR Modernization will be beneficial when employees transfer, are laid off but expected to return, as the system will allow a smoother transition.
 - We are looking into how the new system may help us improve recruitment efforts for volunteers and seasonals.
 - This new system will allow better management and record keeping of training.
- COVID has continued to pop up on rare occasion and we are still mitigating the process.

- Spread has been mainly through personal events.
 - Region meetings were successful and allowed us to provide additional training for staff.
- Division of Financial Management – Matthew Reiber, Financial Management Analyst
- Works with most Natural Resource agencies
 - Mr. Reiber has been the IDPR financial management analyst for the last two years.
- Legislative Services Office - Rob Sepich, Office Budget & Policy Analyst
- Works with most Natural Resource agencies
 - Mr. Sepich has worked with IDPR for the last six sessions.

New Business

Mr. Doman discussed electric riding bikes and the classifications of motorized trails and nonmotorized trails as well as the new Infrastructure bill passed in Congress regarding trails and roadways for recreation. The Board would like to discuss this topic at the next meeting.

Public Comment

Mr. McClane, Friends of State Parks, stated how beneficial IDPR has been. The value of parks and recreation was highlighted due to the pandemic.

Executive Session

Mr. Fatkin moved to go into Executive Session under authority of Idaho Code 74-206 (b) “To consider the evaluation, dismissal or discipling of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student” and (c) “To acquire an interest in real property which is not owned by a public agency.”

Chairman Beckley requested a roll call vote to move into Executive Session:

- Board Member Beckley – Yes
- Board Member Fatkin - Yes
- Board Member Black - Yes
- Board Member Doman - Yes
- Board Member Roach - Yes
- Board Member Eastwood - Yes

The Board resolved out of Executive Session by unanimous consent at 3:15 PM. No decisions were made.

Mr. Roach moved to adjourn the meeting. The motion was seconded by Mr. Eastwood. Meeting was adjourned at 3:22 PM.

Thursday, December 2, 2021

- **7:45 A.M.** – Optional Tour of Thousand Springs State Park, Billingsley Creek, Ritter Island and Box Canyon.

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DRAFT



Board Report: February 23, 2022
Susan Buxton, Director

After the December 1, 2022 IDPR Board Meeting in Boise, on December 2, 2022, we toured the new visitors center at Thousand Springs State Park at Hagerman and saw the newly excavated Billingsly Creek campground. We also toured the new Box Canyon parking lot, and Ritter Island to show off the new bridge, work conducted on the Minnie Miller barn, and had lunch in the Rock House. We were fortunate to be accompanied by Board members Pete Black and Mike Roach along with Senator Jim Patrick, his wife Afton, Representative Scott Syme, his wife Patti, Deputy Attorney General Joy Vega, and Division of Human Resources Consultant Chrystelle Zimmerman.



Sen Patrick, Rep Syme & Joy Vega at Box Canyon Unit of Thousand Springs

With the legislative season on the doorstep, it was fantastic to be able to have Representative Syme and Senator Patrick see some of the work IDPR does to maintain and upgrade our beautiful properties and to meet our staff, which provides a better understanding of the complexities of our IDPR workforce.



Idaho's Capitol Rotunda

Representative Syme also saw the headquarters and equipment yard. Meeting with Legislators to go over our budget was a priority for the winter months.

Governor Little presented his budget to the Legislature in his State of the State address on January 10, 2022. From January 10th until the presentation of IDPR's proposed Fiscal Year 2023 budget on February 11, 2022, we met with as many Legislators as possible to explain our budget, seek their support and address their concerns.

IDPR FY23 Budget Summary

- IDPR's recommended \$76.6 million budget from Gov. Brad Little includes funding to increase capacity at Idaho State Parks with new campgrounds, day use areas and upgraded boat slips, as well as funding for new rangers, seasonal employees,

and support staff to accommodate record-setting visitation.

- The budget to be considered by the Idaho Legislature also includes funding for employee housing and increases for operational costs for the increasingly busy park system, which experienced its first- and second-highest visitation years in 2020 (7.7 million guests) and 2021 (7.3 million).
- Over the two years, park attendance jumped 29 percent over the annual average since 2015.
- Recommended funding from the American Rescue and Plan Act (ARPA) will produce some 250 campsites, 25-day use facilities and create or upgrade 150 boat slips.
- The ARPA funds are supposed to come in installments: \$20 million in Fiscal 2023, \$10 million each in Fiscal 2024 and 2025, and \$5 million in Fiscal 2026.

Some Specifics:

- The budget includes 11.58 positions (\$710,900) in dedicated funds (raised by the department) to hire full-time Rangers at Harriman, Bear Lake, Eagle Island, Hells Gate, Priest Lake, Round Lake, Winchester Lake, and Land of the Yankee Fork, as well as hiring administrative assistants at Dworshak, Thousand Springs and Three Island State Parks.
- A recommended \$400,000 in dedicated funding for increased operational costs, which have risen 15 percent since 2019. Example: the combined water/sewer/garbage bill at Ponderosa State Park (\$110,517) jumped 85 percent since 2017.
- Funding for a \$7.4 million campground in Eagle Island S.P., to break ground Fall 2023, is recommended.
- Seasonal employee housing (\$720,000) is included for Bruneau Dunes and Lake Cascade to augment staffing and ease recruitment.



Spring Shored Marina – Lucky Peak State Park

2022 Legislative Rules

IDPR's proposed rules were presented and approved by the germane committees of the House and the Senate. Docket No 26-0000-2100 Notice of Omnibus Rulemaking – Pending Rule included changes focused on red tape reduction efforts in the IDAPA rules for IDPR's State and Federal Grant Program. The Grants Subcommittee was established by the Board at their November 2020 Quarterly Board Meeting. The purpose of the Subcommittee was to evaluate federal grant standards in Idaho Code, administrative rules, and IDPR policy.

We presented to the legislative committees the process by which the rules were reviewed and amended. Three Board members, Doug Eastwood, Region 1, Randy Doman, Region 2, and Cally Roach, Region 3, comprised the Subcommittee, with staff support from our Management Services Administrator and our State and Federal Grant Manager. The subcommittee met November 18, 2020; December 1, 2020; December 8, 2020; January 12, 2021; and April 13, 2021. These efforts trimmed out incorrect and redundant information and processes as well as edited the rules for clarity and efficiency.

The IDPR Board held public hearings on the grant funds rules changes on June 24, August 11, and August 18, 2021.

The Review Committee also polled our grant advising committees regarding the rules. While all advisory committees were in favor of a minimum match so that applicants had "some skin in the game", the match should not be a large obstacle to making the application.

The Waterways Improvement Fund Grant Limit, WIF, was changed after much public comment. This grant had limited any counties to receive no more than 30% of these funds available that year. Most counties who testified wanted to retain the 30% and some wanted no limit. The Board compromised by increasing the maximum one project could be awarded to 50%. The total sum of WIF grant funds approved to be used in any one county may not exceed fifty percent (50%) of the total grant funds available that year in the current rule as opposed to thirty percent (30%) in the old rule, which had been the requirement for over 20 years. This 50% limit increase will allow counties with more expensive projects the ability to fund and complete the project faster while still having funds available to other counties.

The Legislative committees noticed a typographical error on the definition of Director, which is not a material error. We will correct this next year.

H 519 Safe Boating Act and H 568 Administrative Fee Increases

H 519 is an effort to streamline and reduce rules managed by IDPR, which migrates all IDAPA boating rules currently in IDAPA 26.01.30 into existing state statute, Title 67 Chapter 70 (Idaho Safe Boating Act).

Making this change simplifies enforcement for county marine deputies as they currently issue warnings and citations under both IDAPA and Chapter 70. With this change, marine deputies will be able to better explain and reference boating laws when interacting with the public and the public will only need to look over the statute to know what is required. Migrating the rules into statute is also easier for prosecutors, judges, and attorneys enforcing and interpreting boating laws.

The IDAPA rules are being migrated verbatim into statute with one exception. The U.S. Coast Guard recently changed labels on newly manufactured life jackets. The existing language in the IDAPA rule

that refers to the old labeling style has been removed and replaced with the verbiage that all life jackets must be approved by the U.S. Coast Guard.

We have full support from Idaho Recreation Council, Western Whitewater Association, Idaho Jet Boaters Association and the Sheriff's Association. A letter of support was provided by the Sheriff's Association and has been provided to the committee.

H 568

Since transitioning to a new registration system in April of 2020, our vendor network went from 361 at the beginning of 2020 to its current state of 197. The cost to sell stickers for our vendors is not creating enough return to justify the costs. Consequently, many legislators, county assessors, and private vendors have raised concerns that this reimbursement is woefully inadequate. The \$1.50 fee retained by the vendor has not been updated since its origination while the costs to sell these stickers are increasing, so increasing it to \$3.00 is proposed.

The average wage of a vendor's employee is \$14.00. It can take up to 10 minutes with a customer to obtain the required information to sell a certificate of number. The current \$1.50 vendor fee does not cover the cost of those employees selling the IDPR products.

The users also request to increase the OHV fee from \$12.00 to \$15.00 for residents and \$20.00 for non-residents. This is a fee increase and has been printed and assigned to the House Transportation Committee, no hearing has been set. I want to visit about this bill at the meeting as I had additional conversations with the Chairman of House Transportation and the Association of Counties on February 21, 2022.

Park Tour with Boise State

Boise State Provost John Buckwalter and his wife Amelia went with Troy Elmore and me to Bruneau Dunes State Park and Thousand Springs on January 28, 2022. With the retirement of our interpretation manager, we have been reaching out to our partners at the universities for enhancing our interpretive and internship resources and opportunities across the Department.

Provost Buckwalter has been a proponent of our internships and we wanted to show our parks to demonstrate the many internship opportunities.

At Bruneau Dunes, Manager Bryce Bealba accompanied us to the two lakes, and we saw lots of migratory birds, discussed irrigation well challenges, and the new and soon to be improved observatory. Boise State has many academic disciplines that would benefit this park with student interns from their physics to biology, to history and other departments.

We also toured the new Thousand Springs visitors center at Billingsly Creek and then went to Ritter Island. There were several large trout that showed off for us and we were able to see lots of raptors, the Minnie Miller Barn and Rock House. We had a great day with Manager, Dave Landrum



Troy Elmore, Susan Buxton, Amelia Buckwalter, Boise State Provost John Buckwalter at Ritter Island

and Ranger, Brett Copperi and created a relationship that we hope will result in several internships with Boise State students.

Meetings

We've had a very busy few weeks meeting with Legislators, Directors, and Mayors and other stakeholders. Some of the meetings included:

- Steve Rule - Mayor of Middleton
- Brandon Woolf - Idaho State Controller & Josh Whitworth - Chief Deputy Controller, Discussed Luma
- Nathan Ogden - Author, Corporate Trainer, Keynote Speaker
- Dustin Miller – Director of Idaho Department of Lands
- Mac Pooler - Mayor of Kellogg, ID

IDPR CEO Refresher Training

While presenting at a weeklong training course held by IDPR, I had the opportunity to spend time with many park employees and learn more about their backgrounds and see their dedication to serve our visitors, take care of the parks and continue encouraging interpretation programs across the state. The training included both classroom instruction and self defense classes taught by Ada County Sheriff and Ada County prosecutors, and the Women and Children's Alliance. I am always impressed at how many other agency and program partners IDPR enjoys.



Benewah Trailer Leases

Of the 9 trailers at Benewah Lake, one is known to have a failed septic system. They have been issued a notice of noncompliance.

Upcoming Events

- Budget Setting at JFAC March 2, 2022
- H 519 Safe Boating Act
- H 568 Administrative Fee Increase
- East Region Meetings February 28-March 1, 2022
- Sportsman Group Meeting March 1, 2022 at IDFG Headquarters



IDAPA RULE
 BOARD POLICY

IDAPA FEE

BOARD ACTION REQUIRED

INFO ONLY, NO ACTION REQUIRED

AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
February 23-24, 2022
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Supplemental Grant Standards Policy Update

ACTION REQUIRED: Board Action Required

PRESENTER: Kathy Muir, Grant Program Manager

BACKGROUND INFORMATION:

The Supplemental Grant Standards Policy #5020 contains match requirement information for motorized equipment. The temporary IDAPA rules currently in place include the updated minimum match requirements for state grant projects and motorized equipment purchases. This edit removes the match information from the policy document. Staff is also proposing adding the policy language for the Mountain Bike License Plate Fund that the Board adopted November 2014.

Proposed changes to current policy are attached to this agenda item.

STAFF RECOMMENDATIONS:

Staff recommends updating policy to align with recent changes to IDAPA.



Supplemental Grant Standards

Effective date: **DRAFT**

Policy #: 5020

1. Purpose:

The purpose of this policy is to detail three supplemental standards as set by the Board relative to the Department grant programs.

2. Scope:

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

3. Responsibility:

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

4. Standards and Procedures:

4.1. Definitions

Board: *The Idaho Park and Recreation Board.*

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

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

~~4.2. Matching Requirement for Motorized Equipment~~

~~For motorized equipment purchases in the recreational vehicle, off-road motor vehicle, recreational trails program, and motorbike recreation grant programs, the match must be at least 50% for equipment valued at over \$1,000 each and under \$50,000 each.~~

~~4.3. Matching Requirement for Waterways Motorized Equipment~~

~~For motorized equipment purchases in the waterways improvement fund grant program, the match must be at least 25% for equipment valued less than or equal to \$50,000. The match must be at least 20% for equipment valued above \$50,000.~~

4.4. Road and Bridge Funds

Each year, 50% of the road and bridge funds will be made available for Department projects. The remaining 50% will be distributed through the road and bridge grant program to projects that benefit snowmobiling, off-highway vehicle use, or boating.

4.5. **Mountain Bike License Plate Fund**

Program based on following structure:

1. Eligible applicants shall be governmental agencies, Native American Tribes, and non-profit entities.
2. Grants awarded for motorized equipment shall be limited to \$10,000.
3. Match for motorized equipment shall follow IDAPA 26.01.31.200.02 pertaining to minimum requirements.
4. The Recreational Trails Program Advisory (RTP) Committee will evaluate and rate the applications as a separate program.
5. IDPR reserves the right to determine whether sufficient funds are available to distribute and may not award projects annually.

5. **Revision History:**

1. Supersedes Board policies: *SFA 8:03 Matching Requirement for Motorized Equipment; SFA 8(a):05 Matching Requirement for Waterways Motorized Equipment.*
2. Revised by PS&ES on. Added detail to section 4.2.
3. Approved by Board on 9/13/2017.

6. **References:**

1. None

— End of Document —

IDAPA RULE
 BOARD POLICY

IDAPA FEE

BOARD ACTION REQUIRED

INFO ONLY, NO ACTION REQUIRED

AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
February 23-24, 2022
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Grant Conversion Policy 5040 Update

ACTION REQUIRED: Board Action Required

PRESENTER: Kathy Muir, Grant Program Manager

BACKGROUND INFORMATION:

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

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

CURRENT IDAPA

450.PROJECT CONVERSIONS.

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

PREVIOUS IDAPA

350.PROJECT CONVERSIONS.

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

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

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

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

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

STAFF RECOMMENDATIONS:

Staff recommends updating policy to align with IDAPA.



Grant Conversions

Effective date: **DRAFT**
Policy #: 5040

1. Purpose:

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

2. Scope:

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

3. Responsibility:

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

4. Standards and Procedures:

4.1. Definitions

Board: The Idaho Park and Recreation Board.

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

Department: The Idaho Department of Parks and Recreation.

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

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

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

4.2. Relief from Commitment

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

The procedure to request relief will be as follows:

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

5. Revision History:

1. Supersedes Board policy: *SFA 11:09 Amortization of Grants.*
2. Revised by PS&ES on 10/17/2016. Moved to new format and edited for detail.
3. Approved by Board on 2/8/2017.

6. References:

1. None

— End of Document —

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

AGENDA ITEM
Idaho Park and Recreation Meeting
February 23rd, 2022
IDPR Headquarters
5657 Warm Springs
Boise, ID 83716

AGENDA ITEM: University of Idaho Joint Professor Collaboration

ACTION REQUIRED: None/Information Only/Update from December 1, 2021 Board Meeting

PRESENTER: Director Buxton

PRESENTATION

BACKGROUND INFORMATION: IDPR and University of Idaho College of Natural Resources has been discussing shared professorship which will add academic resources to the department's historical, cultural, environmental interpretation, educational, and data gathering.

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

The joint appointment will include responsibilities for teaching/advising, research, and outreach/service with the professor and expectations of collaboration with the Idaho Parks and Recreation, as well as relevant academic and stakeholder partners throughout the state and region. The unique nature of the collaborative position with Idaho Parks and Recreation will allow the opportunity to explore the dynamic opportunities and challenges associated with increasing outdoor recreation use, influence tourism/recreation decisions on a variety of lands across Idaho and engage in theoretical innovation surrounding the coupled relationship between people and wildlands/public lands they use for a variety of recreation pursuits.

Given a recent law change, IDPR is working with the Attorney General's office to review the proper process for this arrangement.

STAFF RECOMMENDATIONS: None/Information Only. When the process and an agreement are completed, it will be presented to the Board for review and potential execution.

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

AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
February 23, 2022
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Youth Conservation Agreements
ACTION REQUIRED: Board Action Required
PRESENTER: Tom Helmer
Non-Motorized Trails Program Manager

PRESENTATION

BACKGROUND INFORMATION:

In Spring 2021, the Idaho State Legislature appropriated an additional \$3 million in one time capital funding for various statewide projects. One of those projects was to improve the Idaho Centennial Trail by providing updated signage and improved trail access. The project is expected to be ongoing through summer/fall 2023.

Historically, IDPR has entered into agreements with Youth Conservation Corp groups for various work throughout the State, with the most recent agreement executed in June 2019. Idaho Code 67-4219 allows the department to enter into agreements with non-profit organizations to “further expand the public park and recreation opportunities available to the public.” Furthermore, Idaho Code 67-4223 authorizes the Board to make expenditures for the care, control, supervision, improvement and maintenance of all lands under the control of the department, including to “establish, develop, supervise and maintain through [agreements] the Idaho recreational trail system...”

IDPR staff has been working with 3 different 501(c)3 organizations to promote natural resource training, education, community service, and, to assist IDPR’s efforts on the Centennial Trail project. Work plans are currently being developed between the Recreation Bureau and the organizations. It is the intent of staff to have the agreements signed by the groups prior to the Board meeting. These agreements will be in effect for 5 years after they are signed.

STAFF RECOMMENDATIONS:

Staff recommends the Board authorize the Chairman to execute the agreements with; Youth Employment Program (YEP), Northwest Youth Corp (NYC) and Student Conservation Association (SCA).

Youth Employment Program, Inc.

**MEMORANDUM OF AGREEMENT
BETWEEN
THE IDAHO DEPARTMENT OF PARKS AND RECREATION
AND
YOUTH EMPLOYMENT PROGRAM, INC.
21-003-OPS-MOA-2026**

This MEMORANDUM OF AGREEMENT (“MOA”) is made and entered into on the date last signed, below, by and between the Idaho Department of Parks and Recreation, whose address is 5657 Warm Springs Ave, Boise Idaho, 83716 (“DEPARTMENT”), , and the Youth Employment Program, Inc., an Idaho Non-Profit Corporation, duly organized under the laws of the State of Idaho, whose address is 601 Lena St, Salmon, Idaho 83467-4206 (“ORGANIZATION”). The DEPARTMENT and the ORGANIZATION are collectively referred to herein as the “parties” and individually as a “party”.

1. RECITALS.

Whereas, it is the stated mission of the DEPARTMENT to “improve the quality of life in Idaho through outdoor recreation and resource stewardship.”

Whereas, the stated purpose of the ORGANIZATION is to engage in activities to promote and develop youth employment, work ethic, job skills, values, self-esteem, life skills and career development among the participants and to conserve the youth through educational, meaningful and purposeful employment.

Whereas, the parties intend to facilitate and document their arrangement by which the DEPARTMENT and the ORGANIZATION shall work together to provide limited-duration work and job training opportunities for individuals between the ages of 16 and 25.

Whereas, the parties intend to assist the development of program participants by providing: valuable work experience, life skills, education, and training; the opportunity to develop citizenship values and skills through community service; an introduction to natural resources conservation work and the outdoor life; and assistance to conserve and develop the natural resources and land under the care and management of the DEPARTMENT.

Now, therefore, in consideration of the mutual covenants and promises set forth herein, it is agreed by and between the parties hereto, as follows:

The above-stated Recitals are intended to be contractual in nature and not mere recitals.

2. AUTHORITY; PURPOSE OF PROJECTS.

1. The DEPARTMENT’S legal authority to enter into this MOA includes Idaho Code § 67-4219, which authorizes it to enter into agreements with nonprofit organizations to "further expand the public park and recreation opportunities available to the public."
2. Idaho Code § 67-4223 authorizes the Idaho Park and Recreation Board to make expenditures for the care, control, supervision, improvement, and maintenance of all lands under the control of the DEPARTMENT.
3. The parties will collaborate to identify various recreation and natural resource management projects, giving preference to projects that meet the following criteria:

- a) Provide long-term benefits to the public;
 - b) Instill in program participants a work ethic and a sense of public service;
 - c) Can be planned and safely initiated promptly; and
 - d) Provide program participants with academic, experiential, or educational opportunities.
4. Each and every project shall be of a nature that will further the protection, operation, and maintenance of DEPARTMENT resources and facilities, and assist in training, developing, and educating program participants in the principles and practices of recreation, resource management, and conservation.

3. ORGANIZATION RESPONSIBILITIES.

The ORGANIZATION does agree to abide by the terms of this MOA and the terms of each approved Task Agreement, the template for which incorporated into this MOA, by reference, as Exhibit A. The ORGANIZATION also agrees that it will do the following:

1. Submit to the DEPARTMENT, by May 1st of each year during the duration of this MOA, a complete and correct Financial Statement that establishes a fixed amount for each budget line item referenced in Section 4 Financial Plan of Exhibit A, and describes the calculation method(s) utilized.
2. Collaborate with the designated contact for the DEPARTMENT to complete and submit Task Agreements for individual placements or crew based requests for approval by the DEPARTMENT.
 - a) Only Task Agreements approved in writing by the DEPARTMENT will be used and completed by the ORGANIZATION.
 - b) Each Task Agreement must designate an Administrative Contact for each party. The designated Administrative Contact will be responsible for administering each such Task Agreement.
3. Determine, in consultation with the DEPARTMENT, the dates, scale, scope, and organization of manpower required to complete the activities described in approved Task Agreements. Examples may include – “eight (8) person crew,” or “Individual Placement.”
4. Collaborate with the DEPARTMENT in determining service assignments and formulating position descriptions for youth and young adult participants.
5. Prescreen and only approve, for submission and final approval by the DEPARTMENT, applicants for individual placement who have been evaluated and are qualified and determined suitable for the particular individual placement being considered.
6. Prescreen and only approve applicants for crew based assignments that are suitable and eligible for the particular service project being considered.
7. Assign a program coordinator to monitor and evaluate each individual placement’s performance. Provide a crew leader(s) and program supervisor for crew based assignments.
8. Communicate and consult with the DEPARTMENT as needed to facilitate the successful operation of approved Task Agreements.

9. Inform all participants that they are subject to the rules, policies, and procedures of the DEPARTMENT and employee standards of conduct of the State of Idaho.
10. Respond within five (5) business days to any personnel issues concerning the performance of participants.
11. Provide all payroll and accounting services required for the ORGANIZATION'S participants and staff.
12. Ensure that all participants, at all times, conduct themselves with professional behavior, including but not limited to completing an appropriate quality and quantity of work, punctuality, attendance, positive attitude, appropriate dress, respect toward themselves and other participants.
13. Immediately report serious personnel, safety, or other problems regarding performance of approved Task Agreements to the DEPARTMENT'S Administrative Contact.
14. The ORGANIZATION shall carry liability and property damage insurance that will protect it and the State of Idaho from claims for damages for bodily injury, including accidental death, as well as for claims for property damages, which may arise from operations under the MOA and any Task Agreement whether such operations be by themselves or by anyone directly or indirectly employed by either of them.
 - a) The ORGANIZATION shall not begin work under this MOA until it obtains all insurance required under this provision and furnishes a certificate or other form showing proof of current coverage to the DEPARTMENT. All insurance policies and certificates must be signed copies. After work begins, the ORGANIZATION will keep in force all required insurance through the duration of this MOA and any Task Agreement.
 - b) Commercial General and Umbrella Liability Insurance: The ORGANIZATION shall maintain Commercial General Liability (CGL) and, if necessary, Commercial Umbrella insurance with a limit of not less than \$1,000,000 each occurrence, and \$1,000,000 annual aggregate, if defense is outside the limits. If defense is inside the limits, the limit must be \$2,000,000 each occurrence, and \$2,000,000 aggregate. If necessary, a commercial umbrella or excess policy may be used to meet the limits required, providing the CGL is listed on the underlying insurance in the umbrella or excess policy, and the umbrella/excess policy meets the requirements above for acceptable carriers.
 - c) CGL insurance shall be written on ISO occurrence form CG 00 01 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
 - d) Commercial Automobile and Commercial Umbrella Liability Insurance: The ORGANIZATION shall maintain Commercial Automobile Liability and, if necessary, Commercial Umbrella Liability insurance with a limit of not less than \$1,000,000 each occurrence, and \$1,000,000 aggregate. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos).
 - e) Workers Compensation Insurance and Employer's Liability: The ORGANIZATION shall maintain workers compensation and employer's liability. The employer's liability shall have limits not less than \$1,000,000 each accident for bodily insurance by accident, \$1,000,000 disease policy limit, and \$1,000,000 disease, each employee.

- f) The ORGANIZATION must provide either a certificate of workers compensation insurance issued by a surety licensed to write workers compensation insurance in the State of Idaho, as evidence that the contractor has in effect a current Idaho workers compensation insurance policy, or an extraterritorial certificate approved by the Idaho Industrial Commission from a state that has a current reciprocity agreement with the Idaho Industrial Commission.
- g) State of Idaho as Additional Insured: The liability insurance coverage required for performance of this MOA and every Task Agreement shall include the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees as additional insured, but only with respect to the ORGANIZATION'S activities to be performed under this MOA and any Task Agreement.
- h) The ORGANIZATION must provide proof of additional insureds by providing endorsements to the liability insurance policies showing the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees as additional insured. The endorsements must also show the policy numbers and the policy effective dates.
- i) Notice of Cancellation or Change: The ORGANIZATION shall ensure that should any of the above-described policies be cancelled before the expiration date thereof, or if there is a material change, potential exhaustion of aggregate limits or intent not to renew insurance coverage(s), that written notice will be delivered to the DEPARTMENT.
- j) The ORGANIZATION shall further ensure that all policies of insurance are endorsed to read that any failure to comply with the reporting provisions of this insurance, except for the potential exhaustion of aggregate limits, shall not affect the coverage(s) provided to the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees.
- k) Acceptable Insurers and Deductibles: Insurance coverage required under this MOA shall be obtained from insurers rated A-VII or better in the latest Bests Rating Guide and in good standing and authorized to transact business in Idaho. The ORGANIZATION shall be financially responsible for all deductibles, self-insured retention's and/or self-insurance included hereunder. The coverage provided by such policy will be primary to any coverage of the state of Idaho on or related to the contract and shall provide that the insurance afforded applies separately to each insured against whom a claim is made, except with respect to the limitation of liability
- l) Waiver of Subrogation: All policies shall contain waivers of subrogation. The ORGANIZATION waives all rights against the state of Idaho the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers, employees, and agents for recovery of damages to the extent these damages are covered by the required policies. Policies may contain deductibles, but such deductibles will not be deducted from any damages due to the State.
- m) If any of the liability insurance required for this MOA is arranged on a "claims-made" basis, "tail coverage" will be required at the completion or termination of this MOA for a duration of twenty-four (24) months thereafter. Continuous "claims-made" coverage will be acceptable in lieu of "tail-coverage" provided the retroactive date is on or before the effective date of this MOA, or twenty-four-months "prior acts" coverage is provided. The ORGANIZATION will be responsible for furnishing certification of "tail coverage" or continuous "claims-made" coverage.
- n) By requiring insurance herein, the DEPARTMENT does not represent that coverage and limits will necessarily be adequate to protect the contractor, and such coverage and limits shall not be deemed as a limitation on the contractor's liability under the indemnities granted to the DEPARTMENT.

15. The ORGANIZATION shall indemnify, defend and save harmless the State, the DEPARTMENT, the Idaho Park and Recreation Board, and their officers, agents and employees from and against any and all liability, claims, damages, losses, expenses, actions, attorney fees and suits whatsoever caused by or arising out of the ORGANIZATION's negligent or wrongful performance, acts or omissions under this MOA or any Task Agreement, or the ORGANIZATION's failure to comply with any state or federal statute, law, regulation or rule. Nothing contained herein shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby expressly reserved.

4. DEPARTMENT RESPONSIBILITIES.

The DEPARTMENT does agree to abide by the terms of this MOA and the terms of each approved Task Agreement.

Upon the parties' agreement of scope of work for each project, the DEPARTMENT will initiate, review and approve, if appropriate, a Task Agreement. A Task Agreement must be completed and submitted to the ORGANIZATION's Program Contact at least five (5) business days prior to the commencement of work under that Task Agreement. For each approved Task Agreement, the DEPARTMENT will do the following:

1. Assume joint responsibility for coordination of crew based project work.
2. Assume primary responsibility for the supervision of individual placements at the work site.
3. Accept crew and qualified individual placements without discrimination based on race, color, gender, sexual orientation, national origin, religion, age, or disability.
4. Collaborate with the ORGANIZATION to develop individual placement and crew based position descriptions that outline major duties and responsibilities for participants, for incorporation into the Task Agreement. The DEPARTMENT reserves the right to modify the planned tasks during the execution of the Task Agreement, as may be determined in the DEPARTMENT'S sole discretion to be required by changes in circumstances.
5. Orientate all participants to the DEPARTMENT'S mission, policies, and procedures related to their service.
6. Take all reasonable and necessary precautions to provide safety for participants including notification concerning any dangerous conditions or hazards to which he/she may become exposed; provided, that such measures shall not be construed to relieve the ORGANIZATION of its obligation to ensure a safe work environment for program participants.
7. Conduct appraisals of crew performance and individual placements. Complete all related forms and share progress reports with the DEPARTMENT'S and the ORGANIZATION'S representatives.
8. Should the DEPARTMENT become dissatisfied with the performance of a crew or an individual placement, it reserves the right to require intervention or removal by the ORGANIZATION. This should occur only after the DEPARTMENT'S and the ORGANIZATION'S Program Contacts have been notified and a mutually satisfactory resolution cannot be obtained.

5. LIMITATIONS; DISPUTE RESOLUTION.

1. No work shall be completed, and no bill shall be submitted to the DEPARTMENT for payment, except pursuant to a Task Agreement executed by both parties.

2. The Program Contacts identified herein will make good faith efforts to resolve, informally, any disputes relating to either party's performance of the terms of this MOA. In the event the Program Contacts are unable to resolve a dispute, the issue may be elevated to the director of the DEPARTMENT and officers of the ORGANIZATION for resolution.

6. OFFICIALS, AGENTS, AND EMPLOYEES OF THE DEPARTMENT NOT PERSONALLY LIABLE.

It is agreed by and between the parties that in no event will any official, officer, employee, or agent of the DEPARTMENT or the state of Idaho be in any way personally liable or responsible for any covenant or agreement, whether expressed or implied, nor for any statement, representation, or warranty made in or in connection with this MOA.

7. SUFFICIENT APPROPRIATION.

It is understood and agreed that this MOA shall in no way be construed so as to bind or obligate the DEPARTMENT beyond the term of any particular appropriation of funds by the State Legislature as may exist from time to time. The DEPARTMENT reserves the right to terminate this MOA if, in its sole judgment, the legislature of the state of Idaho fails, neglects, or refuses to appropriate sufficient funds to carry out the terms of this MOA or if the executive branch of the state of Idaho mandates any cuts or holdbacks that will prevent performance of the terms set forth herein. The DEPARTMENT shall not be required to transfer funds between accounts in the event that funds are reduced or unavailable. All affected future rights and liabilities of the parties shall thereupon cease within ten (10) calendar days after written notice to the ORGANIZATION of termination due to insufficient appropriation. Further, in the event of insufficient appropriation, the DEPARTMENT shall not be liable for any penalty, expense, or liability, or for general, special, incidental, consequential or other damages resulting therefrom.

8. PROGRAM CONTACTS.

1. The program contact for the DEPARTMENT shall be:

Name: Troy Elmore, Operations Administrator
Address: 5657 Warm Springs Ave
Address: Boise, Idaho 83716
Phone: 208-514-2450
Fax: 208-334-5232
Email: troy.elmore@idpr.idaho.gov

2. The Program Contact for the ORGANIZATION shall be:

Name: Steve Adams, Executive Director
Address: 601 Lena St
Address: Salmon, Idaho 83467
Phone: 208-756-8100
Email: sadams@youthemploymentprogram.org

3. Each party may identify a new Program Contact by providing written notice to the other party.

9. ENTIRE AGREEMENT.

This MOA sets forth the entire agreement between the parties related to the subject matter of the MOA. No amendment or modification of this MOA shall be effective unless set forth in writing. In the event any term of an approved Task Agreement is found to be inconsistent with this MOA, this MOA will control.

10. MISCELLANEOUS TERMS AND CONDITIONS.

1. This MOA and subsequent individual Task Agreement must be completed and fully signed before any participants may begin their service.
2. Each party agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents, or employees in the execution of this MOA to the full extent required by law.
3. This MOA shall be governed by and construed under the laws of the State of Idaho and the parties hereto consent to the jurisdiction of the state courts of Ada County in the State of Idaho in the event of any dispute with respect to this MOA.
4. The ORGANIZATION's status under this MOA shall be that of an independent contractor and not that of an agent or employee of the State of Idaho or the DEPARTMENT.
5. The ORGANIZATION shall be responsible for paying all employment-related taxes and benefits for all program participants, including but not limited to federal and state income tax withholding, social security contributions, worker's compensation and unemployment insurance premiums, health and life insurance premiums, pension contributions and similar items. The ORGANIZATION shall indemnify the State and hold it harmless from any and all claims for taxes (including but not limited to social security taxes), penalties, attorneys' fees and costs that may be made or assessed against the State arising out of the ORGANIZATION's failure to pay such taxes, fees or contributions.
6. Pursuant to Idaho Code §§ 74-101 *et seq.*, information or documents received from the ORGANIZATION may be open to public inspection and copying unless specifically exempt from disclosure. The ORGANIZATION shall clearly designate individual documents as "exempt" on each page of such documents and shall indicate the basis for such exemption. The DEPARTMENT will not accept the marking of an entire document as exempt. In addition, the DEPARTMENT will not accept a legend or statement on one (1) page that all, or substantially all, of the document is exempt from disclosure. The ORGANIZATION shall indemnify and defend the DEPARTMENT against all liability, claims, damages, losses, expenses, actions, attorney fees, and suits whatsoever for honoring any designation by the ORGANIZATION, or for the ORGANIZATION'S failure to designate individual documents as exempt. The ORGANIZATION'S failure to designate as exempt any document or portion of a document that is released by the DEPARTMENT shall constitute a complete waiver of any and all claims for damages caused by any such release.
7. This MOA may be revised as necessary, by mutual consent of both parties by issuing a formal written amendment, signed and dated by their authorized representatives.
8. It is specifically understood and agreed that the participants authorized by this MOA are not employees of the DEPARTMENT. They are also not substitutes taking the place of regular full or part time employees of the DEPARTMENT.
9. This MOA will remain in effect for five (5) years from the signature date below and will have one (1) five (5) year renewal option that must be accepted by the parties in writing.
10. Either party may terminate this MOA by providing at least ninety (90) days written notice to the other party.
11. The ORGANIZATION will bill the DEPARTMENT on a monthly basis, pursuant to approved Task Agreements.

12. All tools, equipment, and facilities furnished by the DEPARTMENT will be on a loan basis. Tools, equipment and facilities will be returned in the same condition received except for normal wear and tear in project use. The ORGANIZATION will replace any lost or damaged tools or equipment, at its own expense.
13. The ORGANIZATION is not an agent or representative of the DEPARTMENT, nor will the ORGANIZATION represent its self as such to third parties. DEPARTMENT employees are not agents of the ORGANIZATION and will not act on behalf of the ORGANIZATION.
14. This MOA in no way restricts the ORGANIZATION or DEPARTMENT from entering into similar agreements, or participating in similar activities or arrangements, with other public or private agencies, organizations, or individuals.
15. Any and all provisions which, by themselves or their nature, are reasonably expected to be performed after the expiration or termination of this MOA shall survive and be enforceable after the expiration or termination of this MOA. Any and all liabilities, actual or contingent, which have arisen during the term of and in connection with this MOA, shall survive expiration or termination of this MOA.
16. If any provision of this MOA or the application thereof to any party or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this MOA or the application of such provision to the parties or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and each provision of this MOA shall be valid and be enforced to the fullest extent permitted by law.
17. The captions, headings, article numbers and paragraph numbers appearing in this MOA are provided only as a matter of convenience and in no way shall be construed as defining, affecting or limiting the scope or intent of the provision of this MOA.

11. APPROVALS.

IN WITNESS WHEREOF, the parties hereto, by their respective officers, duly authorized, have executed this MOA as of the day and year last written, below.

<u>IDAHO DEPT. OF PARKS & RECREATION</u>	<u>YOUTH EMPLOYMENT PROGRAM, INC.</u>
Name: _____	Name: _____
Signature: _____	Signature: _____
Title: _____	Title: _____
Date: _____	Date: _____

Northwest Youth Corps

**MEMORANDUM OF AGREEMENT
BETWEEN
THE IDAHO DEPARTMENT OF PARKS AND RECREATION
AND
NORTHWEST YOUTH CORPS
21-001-OPS-MOA-2026**

This MEMORANDUM OF AGREEMENT (“MOA”) is made and entered into on the date last signed, below, by and between the Idaho Department of Parks and Recreation, whose address is 5657 Warm Springs Ave, Boise Idaho, 83716 (“DEPARTMENT”), and the Northwest Youth Corps , an Idaho registered Non-Profit Corporation (dba Idaho Conservation Corps), duly organized under the laws of the State of Idaho, whose address is 6051 W Corporal Ln, Boise Idaho 83704 (“ORGANIZATION”). The DEPARTMENT and the ORGANIZATION are collectively referred to herein as the “parties” and individually as a “party”.

1. RECITALS.

Whereas, it is the stated mission of the DEPARTMENT to “improve the quality of life in Idaho through outdoor recreation and resource stewardship.”

Whereas, the stated purpose of the ORGANIZATION is to offer a challenging education and job-training experience that helps youth and young adults from diverse backgrounds develop the skills they need to lead full and productive lives.

Whereas, the parties intend to facilitate and document their arrangement by which the DEPARTMENT and the ORGANIZATION shall work together to provide limited-duration work and job training opportunities for individuals between the ages of 16 and 25.

Whereas, the parties intend to assist the development of program participants by providing: valuable work experience, life skills, education, and training; the opportunity to develop citizenship values and skills through community service; an introduction to natural resources conservation work and the outdoor life; and assistance to conserve and develop the natural resources and land under the care and management of the DEPARTMENT.

Now, therefore, in consideration of the mutual covenants and promises set forth herein, it is agreed by and between the parties hereto, as follows:

The above-stated Recitals are intended to be contractual in nature and not mere recitals.

2. AUTHORITY; PURPOSE OF PROJECTS.

1. The DEPARTMENT’S legal authority to enter into this MOA includes Idaho Code § 67-4219, which authorizes it to enter into agreements with nonprofit organizations to "further expand the public park and recreation opportunities available to the public."
2. Idaho Code § 67-4223 authorizes the Idaho Park and Recreation Board to make expenditures for the care, control, supervision, improvement, and maintenance of all lands under the control of the DEPARTMENT.
3. The parties will collaborate to identify various recreation and natural resource management projects, giving preference to projects that meet the following criteria:

- a) Provide long-term benefits to the public;
 - b) Instill in program participants a work ethic and a sense of public service;
 - c) Can be planned and safely initiated promptly; and
 - d) Provide program participants with academic, experiential, or educational opportunities.
4. Each and every project shall be of a nature that will further the protection, operation, and maintenance of DEPARTMENT resources and facilities, and assist in training, developing, and educating program participants in the principles and practices of recreation, resource management, and conservation.

3. ORGANIZATION RESPONSIBILITIES.

The ORGANIZATION does agree to abide by the terms of this MOA and the terms of each approved Task Agreement, the template for which incorporated into this MOA, by reference, as Exhibit A. The ORGANIZATION also agrees that it will do the following:

1. Submit to the DEPARTMENT, by May 1st of each year during the duration of this MOA, a complete and correct Financial Statement that establishes a fixed amount for each budget line item referenced in Section 4 Financial Plan of Exhibit A, and describes the calculation method(s) utilized.
2. Collaborate with the designated contact for the DEPARTMENT to complete and submit Task Agreements for individual placements or crew based requests for approval by the DEPARTMENT.
 - a) Only Task Agreements approved in writing by the DEPARTMENT will be used and completed by the ORGANIZATION.
 - b) Each Task Agreement must designate an Administrative Contact for each party. The designated Administrative Contact will be responsible for administering each such Task Agreement.
3. Determine, in consultation with the DEPARTMENT, the dates, scale, scope, and organization of manpower required to complete the activities described in approved Task Agreements. Examples may include – “eight (8) person crew,” or “Individual Placement.”
4. Collaborate with the DEPARTMENT in determining service assignments and formulating position descriptions for youth and young adult participants.
5. Prescreen and only approve, for submission and final approval by the DEPARTMENT, applicants for individual placement who have been evaluated and are qualified and determined suitable for the particular individual placement being considered.
6. Prescreen and only approve applicants for crew based assignments that are suitable and eligible for the particular service project being considered.
7. Assign a program coordinator to monitor and evaluate each individual placement’s performance. Provide a crew leader(s) and program supervisor for crew based assignments.
8. Communicate and consult with the DEPARTMENT as needed to facilitate the successful operation of approved Task Agreements.

9. Inform all participants that they are subject to the rules, policies, and procedures of the DEPARTMENT and employee standards of conduct of the State of Idaho.
10. Respond within five (5) business days to any personnel issues concerning the performance of participants.
11. Provide all payroll and accounting services required for the ORGANIZATION'S participants and staff.
12. Ensure that all participants, at all times, conduct themselves with professional behavior, including but not limited to completing an appropriate quality and quantity of work, punctuality, attendance, positive attitude, appropriate dress, respect toward themselves and other participants.
13. Immediately report serious personnel, safety, or other problems regarding performance of approved Task Agreements to the DEPARTMENT'S Administrative Contact.
14. The ORGANIZATION shall carry liability and property damage insurance that will protect it and the State of Idaho from claims for damages for bodily injury, including accidental death, as well as for claims for property damages, which may arise from operations under the MOA and any Task Agreement whether such operations be by themselves or by anyone directly or indirectly employed by either of them.
 - a) The ORGANIZATION shall not begin work under this MOA until it obtains all insurance required under this provision and furnishes a certificate or other form showing proof of current coverage to the DEPARTMENT. All insurance policies and certificates must be signed copies. After work begins, the ORGANIZATION will keep in force all required insurance through the duration of this MOA and any Task Agreement.
 - b) Commercial General and Umbrella Liability Insurance: The ORGANIZATION shall maintain Commercial General Liability (CGL) and, if necessary, Commercial Umbrella insurance with a limit of not less than \$1,000,000 each occurrence, and \$1,000,000 annual aggregate, if defense is outside the limits. If defense is inside the limits, the limit must be \$2,000,000 each occurrence, and \$2,000,000 aggregate. If necessary, a commercial umbrella or excess policy may be used to meet the limits required, providing the CGL is listed on the underlying insurance in the umbrella or excess policy, and the umbrella/excess policy meets the requirements above for acceptable carriers.
 - c) CGL insurance shall be written on ISO occurrence form CG 00 01 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
 - d) Commercial Automobile and Commercial Umbrella Liability Insurance: The ORGANIZATION shall maintain Commercial Automobile Liability and, if necessary, Commercial Umbrella Liability insurance with a limit of not less than \$1,000,000 each occurrence, and \$1,000,000 aggregate. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos).
 - e) Workers Compensation Insurance and Employer's Liability: The ORGANIZATION shall maintain workers compensation and employer's liability. The employer's liability shall have limits not less than \$1,000,000 each accident for bodily insurance by accident, \$1,000,000 disease policy limit, and \$1,000,000 disease, each employee.

- f) The ORGANIZATION must provide either a certificate of workers compensation insurance issued by a surety licensed to write workers compensation insurance in the State of Idaho, as evidence that the contractor has in effect a current Idaho workers compensation insurance policy, or an extraterritorial certificate approved by the Idaho Industrial Commission from a state that has a current reciprocity agreement with the Idaho Industrial Commission.
- g) State of Idaho as Additional Insured: The liability insurance coverage required for performance of this MOA and every Task Agreement shall include the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees as additional insured, but only with respect to the ORGANIZATION'S activities to be performed under this MOA and any Task Agreement.
- h) The ORGANIZATION must provide proof of additional insureds by providing endorsements to the liability insurance policies showing the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees as additional insured. The endorsements must also show the policy numbers and the policy effective dates.
- i) Notice of Cancellation or Change: The ORGANIZATION shall ensure that should any of the above-described policies be cancelled before the expiration date thereof, or if there is a material change, potential exhaustion of aggregate limits or intent not to renew insurance coverage(s), that written notice will be delivered to the DEPARTMENT.
- j) The ORGANIZATION shall further ensure that all policies of insurance are endorsed to read that any failure to comply with the reporting provisions of this insurance, except for the potential exhaustion of aggregate limits, shall not affect the coverage(s) provided to the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees.
- k) Acceptable Insurers and Deductibles: Insurance coverage required under this MOA shall be obtained from insurers rated A-VII or better in the latest Bests Rating Guide and in good standing and authorized to transact business in Idaho. The ORGANIZATION shall be financially responsible for all deductibles, self-insured retention's and/or self-insurance included hereunder. The coverage provided by such policy will be primary to any coverage of the state of Idaho on or related to the contract and shall provide that the insurance afforded applies separately to each insured against whom a claim is made, except with respect to the limitation of liability
- l) Waiver of Subrogation: All policies shall contain waivers of subrogation. The ORGANIZATION waives all rights against the state of Idaho the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers, employees, and agents for recovery of damages to the extent these damages are covered by the required policies. Policies may contain deductibles, but such deductibles will not be deducted from any damages due to the State.
- m) If any of the liability insurance required for this MOA is arranged on a "claims-made" basis, "tail coverage" will be required at the completion or termination of this MOA for a duration of twenty-four (24) months thereafter. Continuous "claims-made" coverage will be acceptable in lieu of "tail-coverage" provided the retroactive date is on or before the effective date of this MOA, or twenty-four-months "prior acts" coverage is provided. The ORGANIZATION will be responsible for furnishing certification of "tail coverage" or continuous "claims-made" coverage.
- n) By requiring insurance herein, the DEPARTMENT does not represent that coverage and limits will necessarily be adequate to protect the contractor, and such coverage and limits shall not be deemed as a limitation on the contractor's liability under the indemnities granted to the DEPARTMENT.

15. The ORGANIZATION shall indemnify, defend and save harmless the State, the DEPARTMENT, the Idaho Park and Recreation Board, and their officers, agents and employees from and against any and all liability, claims, damages, losses, expenses, actions, attorney fees and suits whatsoever caused by or arising out of the ORGANIZATION's negligent or wrongful performance, acts or omissions under this MOA or any Task Agreement, or the ORGANIZATION's failure to comply with any state or federal statute, law, regulation or rule. Nothing contained herein shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby expressly reserved.

4. DEPARTMENT RESPONSIBILITIES.

The DEPARTMENT does agree to abide by the terms of this MOA and the terms of each approved Task Agreement.

Upon the parties' agreement of scope of work for each project, the DEPARTMENT will initiate, review and approve, if appropriate, a Task Agreement. A Task Agreement must be completed and submitted to the ORGANIZATION's Program Contact at least five (5) business days prior to the commencement of work under that Task Agreement. For each approved Task Agreement, the DEPARTMENT will do the following:

1. Assume joint responsibility for coordination of crew based project work.
2. Assume primary responsibility for the supervision of individual placements at the work site.
3. Accept crew and qualified individual placements without discrimination based on race, color, gender, sexual orientation, national origin, religion, age, or disability.
4. Collaborate with the ORGANIZATION to develop individual placement and crew based position descriptions that outline major duties and responsibilities for participants, for incorporation into the Task Agreement. The DEPARTMENT reserves the right to modify the planned tasks during the execution of the Task Agreement, as may be determined in the DEPARTMENT'S sole discretion to be required by changes in circumstances.
5. Orientate all participants to the DEPARTMENT'S mission, policies, and procedures related to their service.
6. Take all reasonable and necessary precautions to provide safety for participants including notification concerning any dangerous conditions or hazards to which he/she may become exposed; provided, that such measures shall not be construed to relieve the ORGANIZATION of its obligation to ensure a safe work environment for program participants.
7. Conduct appraisals of crew performance and individual placements. Complete all related forms and share progress reports with the DEPARTMENT'S and the ORGANIZATION'S representatives.
8. Should the DEPARTMENT become dissatisfied with the performance of a crew or an individual placement, it reserves the right to require intervention or removal by the ORGANIZATION. This should occur only after the DEPARTMENT'S and the ORGANIZATION'S Program Contacts have been notified and a mutually satisfactory resolution cannot be obtained.

5. LIMITATIONS; DISPUTE RESOLUTION.

1. No work shall be completed, and no bill shall be submitted to the DEPARTMENT for payment, except pursuant to a Task Agreement executed by both parties.

2. The Program Contacts identified herein will make good faith efforts to resolve, informally, any disputes relating to either party's performance of the terms of this MOA. In the event the Program Contacts are unable to resolve a dispute, the issue may be elevated to the director of the DEPARTMENT and officers of the ORGANIZATION for resolution.

6. OFFICIALS, AGENTS, AND EMPLOYEES OF THE DEPARTMENT NOT PERSONALLY LIABLE.

It is agreed by and between the parties that in no event will any official, officer, employee, or agent of the DEPARTMENT or the state of Idaho be in any way personally liable or responsible for any covenant or agreement, whether expressed or implied, nor for any statement, representation, or warranty made in or in connection with this MOA.

7. SUFFICIENT APPROPRIATION.

It is understood and agreed that this MOA shall in no way be construed so as to bind or obligate the DEPARTMENT beyond the term of any particular appropriation of funds by the State Legislature as may exist from time to time. The DEPARTMENT reserves the right to terminate this MOA if, in its sole judgment, the legislature of the state of Idaho fails, neglects, or refuses to appropriate sufficient funds to carry out the terms of this MOA or if the executive branch of the state of Idaho mandates any cuts or holdbacks that will prevent performance of the terms set forth herein. The DEPARTMENT shall not be required to transfer funds between accounts in the event that funds are reduced or unavailable. All affected future rights and liabilities of the parties shall thereupon cease within ten (10) calendar days after written notice to the ORGANIZATION of termination due to insufficient appropriation. Further, in the event of insufficient appropriation, the DEPARTMENT shall not be liable for any penalty, expense, or liability, or for general, special, incidental, consequential or other damages resulting therefrom.

8. PROGRAM CONTACTS.

1. The program contact for the DEPARTMENT shall be:

Name: Tom Helmer, Non-Motorized Trails Program Manager
Address: 5657 Warm Springs Ave
Address: Boise, Idaho 83716
Phone: 208-514-2450
Fax: 208-334-5232
Email: troy.elmore@idpr.idaho.gov

2. The Program Contact for the ORGANIZATION shall be:

Name: Lisa O'Flaherty
Address: 6051 W. Corporal Ln,
Address: Boise, ID 83704
Phone: 208-488-2190
Email: lisao@idahocc.org

3. Each party may identify a new Program Contact by providing written notice to the other party.

9. ENTIRE AGREEMENT.

This MOA sets forth the entire agreement between the parties related to the subject matter of the MOA. No amendment or modification of this MOA shall be effective unless set forth in writing. In the event any term of an approved Task Agreement is found to be inconsistent with this MOA, this MOA will control.

10. MISCELLANEOUS TERMS AND CONDITIONS.

1. This MOA and subsequent individual Task Agreement must be completed and fully signed before any participants may begin their service.
2. Each party agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents, or employees in the execution of this MOA to the full extent required by law.
3. This MOA shall be governed by and construed under the laws of the State of Idaho and the parties hereto consent to the jurisdiction of the state courts of Ada County in the State of Idaho in the event of any dispute with respect to this MOA.
4. The ORGANIZATION's status under this MOA shall be that of an independent contractor and not that of an agent or employee of the State of Idaho or the DEPARTMENT.
5. The ORGANIZATION shall be responsible for paying all employment-related taxes and benefits for all program participants, including but not limited to federal and state income tax withholding, social security contributions, worker's compensation and unemployment insurance premiums, health and life insurance premiums, pension contributions and similar items. The ORGANIZATION shall indemnify the State and hold it harmless from any and all claims for taxes (including but not limited to social security taxes), penalties, attorneys' fees and costs that may be made or assessed against the State arising out of the ORGANIZATION's failure to pay such taxes, fees or contributions.
6. Pursuant to Idaho Code §§ 74-101 *et seq.*, information or documents received from the ORGANIZATION may be open to public inspection and copying unless specifically exempt from disclosure. The ORGANIZATION shall clearly designate individual documents as "exempt" on each page of such documents and shall indicate the basis for such exemption. The DEPARTMENT will not accept the marking of an entire document as exempt. In addition, the DEPARTMENT will not accept a legend or statement on one (1) page that all, or substantially all, of the document is exempt from disclosure. The ORGANIZATION shall indemnify and defend the DEPARTMENT against all liability, claims, damages, losses, expenses, actions, attorney fees, and suits whatsoever for honoring any designation by the ORGANIZATION, or for the ORGANIZATION'S failure to designate individual documents as exempt. The ORGANIZATION'S failure to designate as exempt any document or portion of a document that is released by the DEPARTMENT shall constitute a complete waiver of any and all claims for damages caused by any such release.
7. This MOA may be revised as necessary, by mutual consent of both parties by issuing a formal written amendment, signed and dated by their authorized representatives.
8. It is specifically understood and agreed that the participants authorized by this MOA are not employees of the DEPARTMENT. They are also not substitutes taking the place of regular full or part time employees of the DEPARTMENT.
9. This MOA will remain in effect for five (5) years from the signature date below and will have one (1) five (5) year renewal option that must be accepted by the parties in writing.
10. Either party may terminate this MOA by providing at least ninety (90) days written notice to the other party.
11. The ORGANIZATION will bill the DEPARTMENT on a monthly basis, pursuant to approved Task Agreements.

12. All tools, equipment, and facilities furnished by the DEPARTMENT will be on a loan basis. Tools, equipment and facilities will be returned in the same condition received except for normal wear and tear in project use. The ORGANIZATION will replace any lost or damaged tools or equipment, at its own expense.
13. The ORGANIZATION is not an agent or representative of the DEPARTMENT, nor will the ORGANIZATION represent its self as such to third parties. DEPARTMENT employees are not agents of the ORGANIZATION and will not act on behalf of the ORGANIZATION.
14. This MOA in no way restricts the ORGANIZATION or DEPARTMENT from entering into similar agreements, or participating in similar activities or arrangements, with other public or private agencies, organizations, or individuals.
15. Any and all provisions which, by themselves or their nature, are reasonably expected to be performed after the expiration or termination of this MOA shall survive and be enforceable after the expiration or termination of this MOA. Any and all liabilities, actual or contingent, which have arisen during the term of and in connection with this MOA, shall survive expiration or termination of this MOA.
16. If any provision of this MOA or the application thereof to any party or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this MOA or the application of such provision to the parties or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and each provision of this MOA shall be valid and be enforced to the fullest extent permitted by law.
17. The captions, headings, article numbers and paragraph numbers appearing in this MOA are provided only as a matter of convenience and in no way shall be construed as defining, affecting or limiting the scope or intent of the provision of this MOA.

11. APPROVALS.

IN WITNESS WHEREOF, the parties hereto, by their respective officers, duly authorized, have executed this MOA as of the day and year last written, below.

<u>IDAHO DEPT. OF PARKS & RECREATION</u>	<u>NORTHWEST YOUTH CORPS</u>
Name: _____	Name: _____
Signature: _____	Signature: _____
Title: _____	Title: _____
Date: _____	Date: _____

Student Conservation Association

**MEMORANDUM OF AGREEMENT
BETWEEN
THE IDAHO DEPARTMENT OF PARKS AND RECREATION
AND
STUDENT CONSERVATION ASSOCIATION
21-002-OPS-MOA-2026**

This MEMORANDUM OF AGREEMENT (“MOA”) is made and entered into on the date last signed, below, by and between the Idaho Department of Parks and Recreation, whose address is 5657 Warm Springs Ave, Boise Idaho, 83716 (“DEPARTMENT”), and the Student Conservation Association, an Idaho registered Non-Profit Corporation, duly organized under the laws of the State of Idaho, whose address is 1029 Salmon River Road, North Fork ID, 83466 (“ORGANIZATION”). The DEPARTMENT and the ORGANIZATION are collectively referred to herein as the “parties” and individually as a “party”.

1. RECITALS.

Whereas, it is the stated mission of the DEPARTMENT to “improve the quality of life in Idaho through outdoor recreation and resource stewardship.”

Whereas, the stated purpose of the ORGANIZATION is to build the next generation of conservation leaders and inspire lifelong stewardship of the environment and communities by engaging young people in hands-on service to the land.

Whereas, the parties intend to facilitate and document their arrangement by which the DEPARTMENT and the ORGANIZATION shall work together to provide limited-duration work and job training opportunities for individuals between the ages of 16 and 25.

Whereas, the parties intend to assist the development of program participants by providing: valuable work experience, life skills, education, and training; the opportunity to develop citizenship values and skills through community service; an introduction to natural resources conservation work and the outdoor life; and assistance to conserve and develop the natural resources and land under the care and management of the DEPARTMENT.

Now, therefore, in consideration of the mutual covenants and promises set forth herein, it is agreed by and between the parties hereto, as follows:

The above-stated Recitals are intended to be contractual in nature and not mere recitals.

2. AUTHORITY; PURPOSE OF PROJECTS.

1. The DEPARTMENT’S legal authority to enter into this MOA includes Idaho Code § 67-4219, which authorizes it to enter into agreements with nonprofit organizations to "further expand the public park and recreation opportunities available to the public."
2. Idaho Code § 67-4223 authorizes the Idaho Park and Recreation Board to make expenditures for the care, control, supervision, improvement, and maintenance of all lands under the control of the DEPARTMENT.
3. The parties will collaborate to identify various recreation and natural resource management projects, giving preference to projects that meet the following criteria:
 - a) Provide long-term benefits to the public;

- b) Instill in program participants a work ethic and a sense of public service;
 - c) Can be planned and safely initiated promptly; and
 - d) Provide program participants with academic, experiential, or educational opportunities.
4. Each and every project shall be of a nature that will further the protection, operation, and maintenance of DEPARTMENT resources and facilities, and assist in training, developing, and educating program participants in the principles and practices of recreation, resource management, and conservation.

3. ORGANIZATION RESPONSIBILITIES.

The ORGANIZATION does agree to abide by the terms of this MOA and the terms of each approved Task Agreement, the template for which incorporated into this MOA, by reference, as Exhibit A. The ORGANIZATION also agrees that it will do the following:

1. Submit to the DEPARTMENT, by May 1st of each year during the duration of this MOA, a complete and correct Financial Statement that establishes a fixed amount for each budget line item referenced in Section 4 Financial Plan of Exhibit A, and describes the calculation method(s) utilized.
2. Collaborate with the designated contact for the DEPARTMENT to complete and submit Task Agreements for individual placements or crew based requests for approval by the DEPARTMENT.
 - a) Only Task Agreements approved in writing by the DEPARTMENT will be used and completed by the ORGANIZATION.
 - b) Each Task Agreement must designate an Administrative Contact for each party. The designated Administrative Contact will be responsible for administering each such Task Agreement.
3. Determine, in consultation with the DEPARTMENT, the dates, scale, scope, and organization of manpower required to complete the activities described in approved Task Agreements. Examples may include – “eight (8) person crew,” or “Individual Placement.”
4. Collaborate with the DEPARTMENT in determining service assignments and formulating position descriptions for youth and young adult participants.
5. Prescreen and only approve, for submission and final approval by the DEPARTMENT, applicants for individual placement who have been evaluated and are qualified and determined suitable for the particular individual placement being considered.
6. Prescreen and only approve applicants for crew based assignments that are suitable and eligible for the particular service project being considered.
7. Assign a program coordinator to monitor and evaluate each individual placement’s performance. Provide a crew leader(s) and program supervisor for crew based assignments.
8. Communicate and consult with the DEPARTMENT as needed to facilitate the successful operation of approved Task Agreements.
9. Inform all participants that they are subject to the rules, policies, and procedures of the DEPARTMENT and employee standards of conduct of the State of Idaho.

10. Respond within five (5) business days to any personnel issues concerning the performance of participants.
11. Provide all payroll and accounting services required for the ORGANIZATION'S participants and staff.
12. Ensure that all participants, at all times, conduct themselves with professional behavior, including but not limited to completing an appropriate quality and quantity of work, punctuality, attendance, positive attitude, appropriate dress, respect toward themselves and other participants.
13. Immediately report serious personnel, safety, or other problems regarding performance of approved Task Agreements to the DEPARTMENT'S Administrative Contact.
14. The ORGANIZATION shall carry liability and property damage insurance that will protect it and the State of Idaho from claims for damages for bodily injury, including accidental death, as well as for claims for property damages, which may arise from operations under the MOA and any Task Agreement whether such operations be by themselves or by anyone directly or indirectly employed by either of them.
 - a) The ORGANIZATION shall not begin work under this MOA until it obtains all insurance required under this provision and furnishes a certificate or other form showing proof of current coverage to the DEPARTMENT. All insurance policies and certificates must be signed copies. After work begins, the ORGANIZATION will keep in force all required insurance through the duration of this MOA and any Task Agreement.
 - b) Commercial General and Umbrella Liability Insurance: The ORGANIZATION shall maintain Commercial General Liability (CGL) and, if necessary, Commercial Umbrella insurance with a limit of not less than \$1,000,000 each occurrence, and \$1,000,000 annual aggregate, if defense is outside the limits. If defense is inside the limits, the limit must be \$2,000,000 each occurrence, and \$2,000,000 aggregate. If necessary, a commercial umbrella or excess policy may be used to meet the limits required, providing the CGL is listed on the underlying insurance in the umbrella or excess policy, and the umbrella/excess policy meets the requirements above for acceptable carriers.
 - c) CGL insurance shall be written on ISO occurrence form CG 00 01 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
 - d) Commercial Automobile and Commercial Umbrella Liability Insurance: The ORGANIZATION shall maintain Commercial Automobile Liability and, if necessary, Commercial Umbrella Liability insurance with a limit of not less than \$1,000,000 each occurrence, and \$1,000,000 aggregate. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos).
 - e) Workers Compensation Insurance and Employer's Liability: The ORGANIZATION shall maintain workers compensation and employer's liability. The employer's liability shall have limits not less than \$1,000,000 each accident for bodily insurance by accident, \$1,000,000 disease policy limit, and \$1,000,000 disease, each employee.
 - f) The ORGANIZATION must provide either a certificate of workers compensation insurance issued by a surety licensed to write workers compensation insurance in the State of Idaho, as evidence that the contractor has in effect a current Idaho workers

compensation insurance policy, or an extraterritorial certificate approved by the Idaho Industrial Commission from a state that has a current reciprocity agreement with the Idaho Industrial Commission.

- g) State of Idaho as Additional Insured: The liability insurance coverage required for performance of this MOA and every Task Agreement shall include the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees as additional insured, but only with respect to the ORGANIZATION'S activities to be performed under this MOA and any Task Agreement.
 - h) The ORGANIZATION must provide proof of additional insureds by providing endorsements to the liability insurance policies showing the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees as additional insured. The endorsements must also show the policy numbers and the policy effective dates.
 - i) Notice of Cancellation or Change: The ORGANIZATION shall ensure that should any of the above-described policies be cancelled before the expiration date thereof, or if there is a material change, potential exhaustion of aggregate limits or intent not to renew insurance coverage(s), that written notice will be delivered to the DEPARTMENT.
 - j) The ORGANIZATION shall further ensure that all policies of insurance are endorsed to read that any failure to comply with the reporting provisions of this insurance, except for the potential exhaustion of aggregate limits, shall not affect the coverage(s) provided to the state of Idaho, the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers and employees.
 - k) Acceptable Insurers and Deductibles: Insurance coverage required under this MOA shall be obtained from insurers rated A-VII or better in the latest Bests Rating Guide and in good standing and authorized to transact business in Idaho. The ORGANIZATION shall be financially responsible for all deductibles, self-insured retention's and/or self-insurance included hereunder. The coverage provided by such policy will be primary to any coverage of the state of Idaho on or related to the contract and shall provide that the insurance afforded applies separately to each insured against whom a claim is made, except with respect to the limitation of liability
 - l) Waiver of Subrogation: All policies shall contain waivers of subrogation. The ORGANIZATION waives all rights against the state of Idaho the Idaho Department of Parks and Recreation, the Idaho Park and Recreation Board, and their divisions, officers, employees, and agents for recovery of damages to the extent these damages are covered by the required policies. Policies may contain deductibles, but such deductibles will not be deducted from any damages due to the State.
 - m) If any of the liability insurance required for this MOA is arranged on a "claims-made" basis, "tail coverage" will be required at the completion or termination of this MOA for a duration of twenty-four (24) months thereafter. Continuous "claims-made" coverage will be acceptable in lieu of "tail-coverage" provided the retroactive date is on or before the effective date of this MOA, or twenty-four-months "prior acts" coverage is provided. The ORGANIZATION will be responsible for furnishing certification of "tail coverage" or continuous "claims-made" coverage.
 - n) By requiring insurance herein, the DEPARTMENT does not represent that coverage and limits will necessarily be adequate to protect the contractor, and such coverage and limits shall not be deemed as a limitation on the contractor's liability under the indemnities granted to the DEPARTMENT.
15. The ORGANIZATION shall indemnify, defend and save harmless the State, the DEPARTMENT, the Idaho Park and Recreation Board, and their officers, agents and

employees from and against any and all liability, claims, damages, losses, expenses, actions, attorney fees and suits whatsoever caused by or arising out of the ORGANIZATION's negligent or wrongful performance, acts or omissions under this MOA or any Task Agreement, or the ORGANIZATION's failure to comply with any state or federal statute, law, regulation or rule. Nothing contained herein shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby expressly reserved.

4. DEPARTMENT RESPONSIBILITIES.

The DEPARTMENT does agree to abide by the terms of this MOA and the terms of each approved Task Agreement.

Upon the parties' agreement of scope of work for each project, the DEPARTMENT will initiate, review and approve, if appropriate, a Task Agreement. A Task Agreement must be completed and submitted to the ORGANIZATION's Program Contact at least five (5) business days prior to the commencement of work under that Task Agreement. For each approved Task Agreement, the DEPARTMENT will do the following:

1. Assume joint responsibility for coordination of crew based project work.
2. Assume primary responsibility for the supervision of individual placements at the work site.
3. Accept crew and qualified individual placements without discrimination based on race, color, gender, sexual orientation, national origin, religion, age, or disability.
4. Collaborate with the ORGANIZATION to develop individual placement and crew based position descriptions that outline major duties and responsibilities for participants, for incorporation into the Task Agreement. The DEPARTMENT reserves the right to modify the planned tasks during the execution of the Task Agreement, as may be determined in the DEPARTMENT'S sole discretion to be required by changes in circumstances.
5. Orientate all participants to the DEPARTMENT's mission, policies, and procedures related to their service.
6. Take all reasonable and necessary precautions to provide safety for participants including notification concerning any dangerous conditions or hazards to which he/she may become exposed; provided, that such measures shall not be construed to relieve the ORGANIZATION of its obligation to ensure a safe work environment for program participants.
7. Conduct appraisals of crew performance and individual placements. Complete all related forms and share progress reports with the DEPARTMENT's and the ORGANIZATION's representatives.
8. Should the DEPARTMENT become dissatisfied with the performance of a crew or an individual placement, it reserves the right to require intervention or removal by the ORGANIZATION. This should occur only after the DEPARTMENT's and the ORGANIZATION's Program Contacts have been notified and a mutually satisfactory resolution cannot be obtained.

5. LIMITATIONS; DISPUTE RESOLUTION.

1. No work shall be completed, and no bill shall be submitted to the DEPARTMENT for payment, except pursuant to a Task Agreement executed by both parties.
2. The Program Contacts identified herein will make good faith efforts to resolve, informally, any disputes relating to either party's performance of the terms of this MOA. In the event the Program Contacts are unable to resolve a dispute, the issue may be elevated to the director of the DEPARTMENT and officers of the ORGANIZATION for resolution.

6. OFFICIALS, AGENTS, AND EMPLOYEES OF THE DEPARTMENT NOT PERSONALLY LIABLE.

It is agreed by and between the parties that in no event will any official, officer, employee, or agent of the DEPARTMENT or the state of Idaho be in any way personally liable or responsible for any covenant or agreement, whether expressed or implied, nor for any statement, representation, or warranty made in or in connection with this MOA.

7. SUFFICIENT APPROPRIATION.

It is understood and agreed that this MOA shall in no way be construed so as to bind or obligate the DEPARTMENT beyond the term of any particular appropriation of funds by the State Legislature as may exist from time to time. The DEPARTMENT reserves the right to terminate this MOA if, in its sole judgment, the legislature of the state of Idaho fails, neglects, or refuses to appropriate sufficient funds to carry out the terms of this MOA or if the executive branch of the state of Idaho mandates any cuts or holdbacks that will prevent performance of the terms set forth herein. The DEPARTMENT shall not be required to transfer funds between accounts in the event that funds are reduced or unavailable. All affected future rights and liabilities of the parties shall thereupon cease within ten (10) calendar days after written notice to the ORGANIZATION of termination due to insufficient appropriation. Further, in the event of insufficient appropriation, the DEPARTMENT shall not be liable for any penalty, expense, or liability, or for general, special, incidental, consequential or other damages resulting therefrom.

8. PROGRAM CONTACTS.

1. The program contact for the DEPARTMENT shall be:

Name: Tom Helmer, Non-Motorized Trails Program Manager
Address: 5657 Warm Springs Ave
Address: Boise, Idaho 83716
Phone: 208-514-2450
Fax: 208-334-5232
Email: troy.elmore@idpr.idaho.gov

2. The Program Contact for the ORGANIZATION shall be:

Name: Tim Carroll
Address: 1029 Salmon River Road
Address: North Fork ID, 83466
Phone: 208-993-3003
Email: tcarroll@thesca.org

3. Each party may identify a new Program Contact by providing written notice to the other party.

9. ENTIRE AGREEMENT.

This MOA sets forth the entire agreement between the parties related to the subject matter of the MOA. No amendment or modification of this MOA shall be effective unless set forth in writing.

In the event any term of an approved Task Agreement is found to be inconsistent with this MOA, this MOA will control.

10. MISCELLANEOUS TERMS AND CONDITIONS.

1. This MOA and subsequent individual Task Agreement must be completed and fully signed before any participants may begin their service.
2. Each party agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents, or employees in the execution of this MOA to the full extent required by law.
3. This MOA shall be governed by and construed under the laws of the State of Idaho and the parties hereto consent to the jurisdiction of the state courts of Ada County in the State of Idaho in the event of any dispute with respect to this MOA.
4. The ORGANIZATION's status under this MOA shall be that of an independent contractor and not that of an agent or employee of the State of Idaho or the DEPARTMENT.
5. The ORGANIZATION shall be responsible for paying all employment-related taxes and benefits for all program participants, including but not limited to federal and state income tax withholding, social security contributions, worker's compensation and unemployment insurance premiums, health and life insurance premiums, pension contributions and similar items. The ORGANIZATION shall indemnify the State and hold it harmless from any and all claims for taxes (including but not limited to social security taxes), penalties, attorneys' fees and costs that may be made or assessed against the State arising out of the ORGANIZATION's failure to pay such taxes, fees or contributions.
6. Pursuant to Idaho Code §§ 74-101 *et seq.*, information or documents received from the ORGANIZATION may be open to public inspection and copying unless specifically exempt from disclosure. The ORGANIZATION shall clearly designate individual documents as "exempt" on each page of such documents and shall indicate the basis for such exemption. The DEPARTMENT will not accept the marking of an entire document as exempt. In addition, the DEPARTMENT will not accept a legend or statement on one (1) page that all, or substantially all, of the document is exempt from disclosure. The ORGANIZATION shall indemnify and defend the DEPARTMENT against all liability, claims, damages, losses, expenses, actions, attorney fees, and suits whatsoever for honoring any designation by the ORGANIZATION, or for the ORGANIZATION'S failure to designate individual documents as exempt. The ORGANIZATION'S failure to designate as exempt any document or portion of a document that is released by the DEPARTMENT shall constitute a complete waiver of any and all claims for damages caused by any such release.
7. This MOA may be revised as necessary, by mutual consent of both parties by issuing a formal written amendment, signed and dated by their authorized representatives.
8. It is specifically understood and agreed that the participants authorized by this MOA are not employees of the DEPARTMENT. They are also not substitutes taking the place of regular full or part time employees of the DEPARTMENT.
9. This MOA will remain in effect for five (5) years from the signature date below and will have one (1) five (5) year renewal option that must be accepted by the parties in writing.
10. Either party may terminate this MOA by providing at least ninety (90) days written notice to the other party.
11. The ORGANIZATION will bill the DEPARTMENT on a monthly basis, pursuant to approved Task Agreements.
12. All tools, equipment, and facilities furnished by the DEPARTMENT will be on a loan basis. Tools, equipment and facilities will be returned in the same condition received except for normal wear and tear in project use. The ORGANIZATION will replace any lost or damaged tools or equipment, at its own expense.

13. The ORGANIZATION is not an agent or representative of the DEPARTMENT, nor will the ORGANIZATION represent its self as such to third parties. DEPARTMENT employees are not agents of the ORGANIZATION and will not act on behalf of the ORGANIZATION.
14. This MOA in no way restricts the ORGANIZATION or DEPARTMENT from entering into similar agreements, or participating in similar activities or arrangements, with other public or private agencies, organizations, or individuals.
15. Any and all provisions which, by themselves or their nature, are reasonably expected to be performed after the expiration or termination of this MOA shall survive and be enforceable after the expiration or termination of this MOA. Any and all liabilities, actual or contingent, which have arisen during the term of and in connection with this MOA, shall survive expiration or termination of this MOA.
16. If any provision of this MOA or the application thereof to any party or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this MOA or the application of such provision to the parties or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and each provision of this MOA shall be valid and be enforced to the fullest extent permitted by law.
17. The captions, headings, article numbers and paragraph numbers appearing in this MOA are provided only as a matter of convenience and in no way shall be construed as defining, affecting or limiting the scope or intent of the provision of this MOA.

11. APPROVALS.

IN WITNESS WHEREOF, the parties hereto, by their respective officers, duly authorized, have executed this MOA as of the day and year last written, below.

<u>IDAHO DEPT. OF PARKS & RECREATION</u>	<u>STUDENT CONSERVATION ASSOCIATION</u>
Name: _____	Name: _____
Signature: _____	Signature: _____
Title: _____	Title: _____
Date: _____	Date: _____

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

AGENDA ITEM
Idaho Park and Recreation Meeting
February 23rd- 24th, 2022
IDPR Headquarters
5657 Warm Springs
Boise, ID 83716

AGENDA ITEM: Paris Creek Restoration Agreement
Bear Lake County, Idaho

ACTION REQUIRED: Board Vote

PRESENTER: Susan Buxton, Director

PRESENTATION

BACKGROUND INFORMATION:

In October 2021, IDPR staff was contacted by representatives of PacificCorp to execute the Paris Creek Restoration agreement between a dozen agency partners. With staff and leadership changes within IDPR, we worked with PacificCorp to understand IDPR's historical commitments and what this binds the agency to. IDPR committed to this partnership in 2002 and the Restoration Agreement is PacificCorp's efforts to restore creek flows into Paris Creek and de-commission the Paris Hydroelectric Plant.

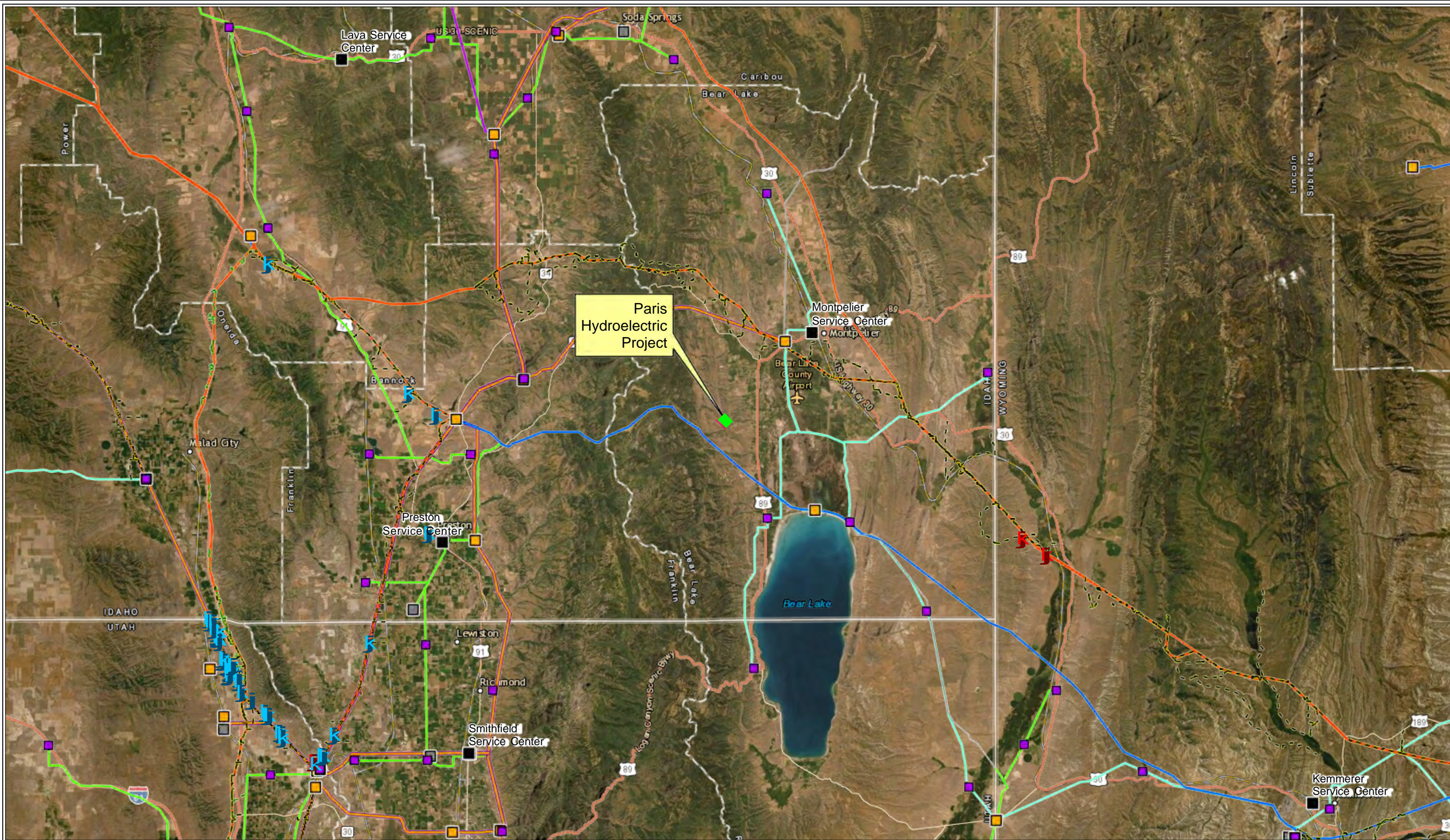
Since 2005, PacificCorp set up an Environmental Coordination Committee (ECC). The ECC has been evaluating strategies to restore creek flows into Paris Creek. Recital B references the Restoration Agreement will "provide for the protection, mitigation and enhancement measures associated with the Bear River Project, including minimum instream flows and aquatic resource restoration measures such as habitat enhancement and restoration actions."

IDPR is one of several parties to the agreement. We have reviewed its terms and effects upon Bear Lake State Park with staff, PacificCorp, local legislators and Bear Lake Watch. Given the timeframe, we ask the IDPR Board to ratify the Director's signature and approve the Agreement.

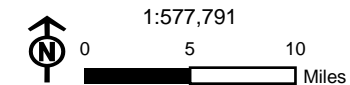
STAFF RECOMMENDATIONS:

Staff recommends the Board approve the Paris Creek Restoration Agreement and ratify the Director's signature on the agreement.

*Enc: Bear River/Paris Creek Area Map
Agreement*



Paris Hydroelectric Project
 Bear Lake County, Idaho



PACIFICORP MAKES NO WARRANTY, REPRESENTATION, OR GUARANTEE OF ANY KIND REGARDING EITHER ANY MAPS OR OTHER INFORMATION PROVIDED HEREIN OR THE SOURCES OF SUCH MAPS OR OTHER INFORMATION. PACIFICORP SPECIFICALLY DISCLAIMS ALL REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Maps/Data may not accurately identify the exact location of facilities or current construction. No attempt has been made to verify the records to reflect current site conditions and PacifiCorp is not responsible or liable for any injury, death or damage that may result from differing site conditions. User acknowledges and agrees that PacifiCorp shall not be liable for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.

PARIS CREEK RESTORATION AGREEMENT

This Paris Creek Restoration Agreement (“Agreement”) is made by and among PacifiCorp, an Oregon corporation; United States Fish and Wildlife Service (“USFWS”); United States Bureau of Land Management (“BLM”); United States National Park Service (“NPS”); USDA Forest Service (“USFS”); Shoshone-Bannock Tribes (“Tribes”); Idaho Department of Environmental Quality (“IDEQ”); Idaho Department of Fish and Game (“IDFG”); Idaho Department of Parks and Recreation (“IDPR”); Idaho Council of Trout Unlimited (“ITU”); Idaho Rivers United (“IRU”); Greater Yellowstone Coalition (“GYC”); American Whitewater (“AW”); and other interveners who executed the Settlement Agreement Concerning the Relicensing of the Bear River Hydroelectric Project dated August 28, 2002 (the “Settlement Agreement”), each referred to individually as a “Party” and collectively as the “Parties.”

RECITALS

A. PacifiCorp is Federal Energy Regulatory Commission (“FERC”) licensee of the Bear River Hydroelectric Project (FERC No. 20) located on the Bear River in Caribou and Franklin Counties, Idaho (the “Bear River Project”).

B. The Parties to this Agreement are all of the signatories to the Settlement Agreement. The Settlement Agreement provides for protection, mitigation, and enhancement measures (“PM&E Measures”) associated with the Bear River Project, including minimum instream flows and aquatic resource restoration measures such as habitat enhancement and restoration actions. The Settlement Agreement provides funding for aquatic resource restoration measures. The Settlement Agreement also establishes an Environmental Coordination Committee (“ECC”) to coordinate implementation of PM&E Measures, including minimum instream flows and habitat enhancement and restoration actions. The ECC is composed of representatives of PacifiCorp and the other signatories to the Settlement Agreement.

C. Under the Settlement Agreement, habitat enhancement and restoration actions are intended to occur primarily within the Action Area, an area defined as the Bear River and land drained by the Bear River and its tributaries below the point of confluence of the Bear Lake Outlet Canal with the mainstem Bear River and above the Idaho-Utah border. However, the ECC is authorized to pursue and fund habitat enhancement and restoration actions outside the Action Area if PacifiCorp approves.

D. PacifiCorp and the ECC intend to pursue a significant opportunity to enhance or restore cold-water habitat for Bonneville Cutthroat Trout located outside of the Action Area. Specifically, the ECC intends to contribute aquatic resource restoration funds available under the Settlement Agreement and to provide other support to facilitate the decommissioning of PacifiCorp’s 715-kilowatt Paris Hydroelectric Project (“Paris Project”) located on an irrigation canal that diverts water from Paris Creek.

October 11, 2021

E. The Paris Project is located on approximately 30 acres, more or less, of land owned by PacifiCorp in Bear Lake County, Idaho. PacifiCorp operates the Paris Project under a license exemption issued by FERC in 1983. Operation of the Paris Project can dewater Paris Creek below the diversion structure. By decommissioning the Paris Project, PacifiCorp and the ECC can restore approximately three miles of cold-water habitat for all life stages of Bonneville Cutthroat Trout.

F. The ECC intends to contribute toward the decommissioning of the Paris Project and the resulting restoration of Paris Creek habitat by: (1) funding the design and construction of new intakes for irrigators to be located in the former bypassed reach of Paris Creek; (2) amending the Settlement Agreement to reduce the minimum instream flow in the Grace bypass of the Bear River Project to the lower of 50 cfs (48 cfs plus 2 cfs of leakage) or inflow; (3) supporting a PacifiCorp application to FERC to amend Article 408(b) of the Bear River Project license to reduce the minimum instream flow in the Grace bypass reach to the lower of 50 cfs or inflow; and (4) supporting a PacifiCorp application to FERC to decommission the Paris Project and surrender the Paris Project license exemption.

H. PacifiCorp intends to contribute toward the decommissioning of the Paris Project and the resulting restoration of Paris Creek habitat by: (1) preparing and filing with FERC an application to amend Article 408(b) of the Bear River Project license to reduce the minimum instream flow in the Grace bypass reach to the lower of 50 cfs or inflow; (2) preparing and filing with FERC an application to decommission the Paris Project and to surrender the Paris Project license exemption; (3) approving the out-of-Action Area funding request of the ECC for the design and construction of new intakes for irrigators; and (4) completing the Paris Project decommissioning activities listed in this Agreement. PacifiCorp's willingness to approve the out-of-Action Area funding requests and to decommission the Paris Project are contingent on FERC approving, without material modification, PacifiCorp's application to amend the Bear River Project license and PacifiCorp's application to decommission the Paris Project and surrender the Paris Project license exemption.

NOW, THEREFORE, in consideration of their mutual covenants in this Agreement, the Parties agree as follows:

1. Effective Date. This Agreement is effective on the date it is first signed by all Parties (the "Effective date").
2. Definitions. Terms with initial capitalization shall have the meanings assigned when the terms are first introduced in this Agreement.
3. Amendment of Settlement Agreement. The Parties hereby amend Section 3.2.1.a of the Settlement Agreement by replacing the existing language of Section 3.2.1.a with the following new language: "Grace bypass: the lower of 48 cfs or inflow, in addition to current leakage from Grace dam;". This amendment to Section 3.2.1.a of the Settlement Agreement is effective as of the Effective Date of this Agreement.

4. Application to Amend Bear River Project License. Within 90 days of the Effective Date, PacifiCorp will file with FERC an application to amend Article 408(b) of the Bear River Project license (the “License Amendment Application”). The License Amendment Application will request that FERC reduce the minimum instream flow in the Grace bypass reach from “the lower of 63 cfs or inflow, in addition to current leakage from Grace Dam” to “the lower of 48 cfs or inflow, in addition to current leakage from Grace Dam.” PacifiCorp will request that FERC approve the License Amendment Application without material modification. PacifiCorp will request that FERC approve the License Amendment Application only if FERC also approves PacifiCorp’s application to decommission the Paris Project and to surrender the Paris Project license exemption (which PacifiCorp will submit in compliance with Section 5 of this Agreement).

5. Application to Decommission Paris Project and to Surrender Paris Project License Exemption. Within 90 days of the Effective Date, PacifiCorp will file with FERC an application for approval to decommission the Paris Project and to surrender the Paris Project license exemption (the “Decommissioning Application”). The Decommissioning Application will include a Decommissioning Proposal that is consistent with Section 6 of this Agreement. The Decommissioning Application will include an application to surrender the Paris Project license exemption upon completion of the decommissioning activities stated in the Decommissioning Proposal. PacifiCorp will request that FERC approve the Decommissioning Application without material modification. PacifiCorp will request that FERC approve the Decommissioning Application only if FERC also approves PacifiCorp’s License Amendment Application (which PacifiCorp will submit in compliance with Section 4 of this Agreement).

6. Decommissioning Proposal. The Parties agree that PacifiCorp’s decommissioning proposal for the Paris Project (“Decommissioning Proposal”) will consist of the following actions with regard to the following facilities, works, equipment, and real property:

(A) Forebay. The Paris Project forebay sits at the end of the power canal and has two concrete control structures and earthen berms. PacifiCorp will decommission the forebay by: (i) demolishing and burying on-site the concrete inlet and outlet structures; (ii) disposing of metal and wood off-site; and (iv) performing basic contouring of the forebay berms and re-seeding any ground disturbed by this work.

(B) Penstock. Downstream of the Intake Structure is a steel penstock supported on concrete piers. PacifiCorp will decommission the penstock by: (i) removing the steel penstock; (ii) removing the concrete piers and burying on-site; and (iii) re-grading and re-seeding any ground disturbed by this work.

(C) Powerhouse. Downstream of the penstock is a rock masonry powerhouse containing one horizontal (above floor) turbine/generator unit. PacifiCorp will decommission the powerhouse by: (i) removing all generating and controls

equipment; (ii) disconnecting the powerhouse from PacifiCorp's electrical distribution system; and (iii) filling the penstock and discharge pipe openings in the powerhouse. The masonry powerhouse structure will remain in place on-site.

(D) Discharge Pipe. Exiting the Francis turbine/generator downstream of the powerhouse is a steel discharge pipe. PacifiCorp will decommission the discharge pipe by: (i) removing the lengths of pipe on either side of the county road and salvaging them or disposing of them off-site; (ii) leaving in place the section of discharge pipe located under the county road and filling this section of pipe with concrete slurry; and (iii) re-grading and re-seeding any ground disturbed by this work.

(E) Tailrace. At the downstream end of the discharge pipe is a concrete tailrace basin with a slide gate that allows water to be delivered to the Upper Southfield Ditch. PacifiCorp will decommission the tailrace basin by: (i) removing the concrete tailrace basin, associated slide gate and other old concrete structures; (ii) disposing of these concrete materials off-site or burying them on-site with the forebay and penstock concrete; and (iii) re-grading and re-seeding any ground disturbed by this work.

(F) Flume. Downstream of the tailrace basin is a steel pipe flume that crosses over Paris Creek and discharges the water that has passed through the Paris Project into an irrigation canal owned by the Paris Relief Canal Company. If the flume is not used as part of the new diversion structure of Paris Relief, PacifiCorp will decommission the flume by: (i) removing all steel and concrete structures; (ii) salvaging or disposing of all steel removed off-site; (iii) burying the concrete with the concrete from other removal activities, and (iv) re-grading and re-seeding any ground disturbed by this work.

(G) Employee House and Garage. There is an employee house, an associated freestanding garage, and an associated drain field located near the powerhouse. PacifiCorp will decommission the employee house by: (i) first abating asbestos in the house in compliance with all applicable Federal, state, and local law regarding the handling of asbestos; (ii) then demolishing the house and disposing of the material off-site (the concrete foundation will be buried on-site); (iii) leaving the free-standing garage in place surrounded and secured by an existing wire fence; (iv) servicing the septic tank and leaving the tank and drain field in place; and (v) re-grading and re-seeding any ground disturbed by this work.

(H) Paris Project Lands. Project lands consist of an approximately 30-acre parcel of real property owned by PacifiCorp (the "Paris Project Lands"). At the conclusion of decommissioning activities PacifiCorp will review options to dispose of Paris Project Lands. Potential options to be implemented at PacifiCorp's sole discretion include, but are not limited to: (i) retention of the Paris Project Lands, (ii) sale or transfer to a public agency the approximately one acre of Paris Project Lands comprising the Paris Creek frontage; and (iii) sale or transfer to a public or private entity the Paris Project Lands, including the empty powerhouse and empty garage with surrounding fence.

(I) Activities not included in the Decommissioning Proposal. The Decommissioning Proposal addresses only those facilities and structures that are part of the Paris Project (forebay to tailrace basin and flume). The Decommissioning Proposal does not address modification, decommissioning, or removal of any structures or facilities located upstream of the Paris Project forebay. For example, and without limitation, structures and facilities that are located upstream of the forebay and which are not part of the Paris Project and not part of the Decommissioning Proposal include: (i) the timber crib diversion structure located near Paris Spring on land administered by the USFS; (ii) the concrete intake structure located near Paris Springs on land administered by USFS; and (iii) the approximately four-mile-long irrigation/power canal crossing lands administered by the USFS, the BLM, and private land located between the Paris Springs diversion and intake structures and the Paris Project forebay. Any actions to be taken with regard to these structures or facilities, which are not part of the Paris Project, will be addressed through separate agreements between PacifiCorp and the USFS, between PacifiCorp and the BLM, between PacifiCorp and the affected private landowners, or between other parties.

7. Support for License Amendment Application and Decommissioning Application. The Parties will support the License Amendment Application and Decommissioning Application before FERC and any other adjudicator. No Party will oppose the License Amendment Application or the Decommissioning Application or advocate for material modifications to, or additional conditions on, the approval of the License Amendment Application or the Decommissioning Application.

8. Denial of Applications. If FERC denies either the License Amendment Application or the Decommissioning Application, then PacifiCorp may terminate this Agreement by providing written notice of termination to all other parties. If FERC has not issued orders approving the License Amendment Application and the Decommissioning Application within 120 days of PacifiCorp filing both applications with FERC, then PacifiCorp may, in its sole discretion, withdraw those applications and terminate this Agreement by providing written notice of termination to all other parties.

9. Acceptance or Rejection of Orders Approving Applications.

(A) Order Approving License Amendment Application. In the event FERC issues an order approving the License Amendment Application and the order, either initially or following conclusion of administrative or juridical review, or includes measures in addition to those identified in the License Amendment Application, then PacifiCorp may, at its sole discretion, accept or reject the proposed license amendment. If PacifiCorp rejects the proposed license amendment, it may withdraw its Decommissioning Application or reject any FERC order approving the Decommissioning Application. If FERC approves both the License Amendment Application and the Decommissioning Application without including additional measures or material modification, then PacifiCorp will accept the proposed license amendment.

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(B) Order Approving Decommissioning Application. In the event FERC issues an order approving the Decommissioning Application and the order, either initially or following conclusion of administrative or juridical review, or includes measures in addition to, or materially inconsistent with, those identified in the Decommissioning Application, then PacifiCorp may, at its sole discretion, accept or reject the proposed conditions on decommissioning and surrender of the Paris Project license exemption. If PacifiCorp rejects FERC's order approving the decommissioning and surrender, PacifiCorp will withdraw its License Amendment Application or reject any FERC order approving the license amendment. If FERC approves both the License Amendment Application and the Decommissioning Application without including additional measures or material modification, then PacifiCorp will accept the terms and conditions of FERC's decommissioning and surrender order.

(C) Consequences of Rejection of License Amendment and Decommissioning/Surrender Order. If PacifiCorp rejects FERC orders approving the license amendment and the decommissioning/surrender pursuant to Section 9(A) and Section 9(B) of this Agreement, then PacifiCorp may terminate this Agreement by providing written notice of termination to all other parties.

10. PacifiCorp Approval of Out-of-Action Area PM&E Measure. If FERC issues orders approving amendment of Article 408(b) of the Bear River Project license and approving the Decommissioning Proposal and the surrender of the Paris Project license exemption, and if PacifiCorp accepts those FERC orders consistent with Section 9 of this Agreement, then PacifiCorp will provide the ECC with written approval of the ECC's proposal to fund design and construction of new irrigation intakes on the bypassed reach of Paris Creek as an out-of-Action Area habitat enhancement or restoration action under the Settlement Agreement.

11. ECC Funding of Design and Construction of New Irrigation Diversions. If FERC issues orders approving the License Amendment Application and the Decommissioning Application, and PacifiCorp accepts those orders pursuant to Section 9 of this Agreement, and PacifiCorp issues written approval of an out-of-Action Area habitat enhancement and restoration action pursuant to Section 10 of this Agreement, then the ECC will fund the design and construction of new irrigation diversions in the bypassed reach of Paris Creek. The purpose of the new irrigation diversions will be to provide functioning diversion structures for Paris Relief Canal Company and Upper South Field Irrigation Company ("Irrigators") so that they can continue to receive their irrigation water from Paris Creek once the Paris Project is decommissioned and Paris Creek water can no longer be delivered to the Paris Relief Canal Company's and Upper Southfield Irrigation Company's canal by way of the tailrace basin and flume at the downstream end of the Paris Project. PacifiCorp and Trout Unlimited shall be responsible for entering into a separate agreement with Paris Relief Canal Company, Upper Southfield Irrigation Company, and the Mattson family to address the specifics of the design and construction of the new irrigation intakes. The Parties' obligation to PacifiCorp under this Agreement is to use habitat enhancement funds established by the Settlement Agreement to fund the design and construction of the new irrigation intakes.

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The ECC may, at its discretion, use other funding sources available to them to pay for all or part of the cost to design and construct the new irrigation intakes.

12. PacifiCorp to Cease Paris Project Water Diversion. PacifiCorp will cease diverting any water from Paris Creek for use by the Paris Project within 120 days after all of the following conditions precedent have been satisfied: (i) FERC issues orders approving the License Amendment Application and the Decommissioning Application; (ii) PacifiCorp accepts the orders approving the License Amendment Application and the Decommissioning application pursuant to Section 9 of this Agreement; (iii) PacifiCorp provides written approval of an out-of-Action Area habitat enhancement and restoration action as provided in Section 10 of this Agreement; (iv) the ECC funds the design and construction of new irrigation diversion in the bypassed reach of Paris Creek as provided in Section 11 of this Agreement; (v) the construction of the new irrigation diversion is completed and all obligations under the Memorandum of Understanding Regarding Paris Creek Project Decommissioning (between PacifiCorp, Paris Relief Canal Company, Upper Southfield Irrigation Company, Trout Unlimited, the City of Paris, and Eric, James and John Mattson) have been satisfied.

13. PacifiCorp Decommissioning of Paris Project. If all of the conditions precedent listed in Section 12 of this Agreement have occurred and PacifiCorp has ceased diverting any water from Paris Creek for use by the Paris Project consistent with Section 12 of this Agreement, then PacifiCorp will decommission the Paris Project consistent with the Decommissioning Proposal and the FERC order approving decommissioning of the Paris Project and surrender of the Paris license exemption.

14. Surrender of Paris Project License Exemption. If all of the conditions precedent listed in Section 12 of this Agreement have occurred and PacifiCorp has decommissioned the Paris Project as required by Section 13 of this Agreement, then PacifiCorp will surrender the Paris Project license exemption consistent with the FERC order approving decommissioning of the Paris Project and surrender of the Paris Project license exemption.

15. Disposition of Paris Project Water Rights. After PacifiCorp has permanently ceased operation of the Paris Project, PacifiCorp will provide notice to the Idaho Department of Water Resources that PacifiCorp has abandoned its water right for the Paris Project.

16. Dispute Resolution. Except to the extent that FERC or other agency with jurisdiction over the Paris Project or the Bear River Project has a procedure that precludes implementation of Sections 5.6.1 through 5.6.2 of the Bear River Settlement Agreement, all disputes among Parties regarding the obligations of the Parties under this Agreement shall, at the request of any Party, be the subject of a nonbinding alternative dispute resolution (“ADR”) procedure among the disputing Parties, as stated in Sections 5.6.1 through 5.6.3 of the Bear River Settlement Agreement.

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17. General Provisions.

(A) Representations Regarding Consistency and Compliance with Statutory Obligations. By entering into this Agreement, USFWS, BLM, NPS, USFS, IDEQ, IDFG, and IDPR represent that they believe their statutory and other legal obligations are, or can be, met through implementation of this Agreement. Nothing in this Agreement shall be construed to limit any government agency with jurisdiction directly related to the surrender of the Paris Project license exemption or the amendment of the Bear River Project license from complying with its obligations under applicable laws and regulations or from considering public comments received in any environmental review or regulatory process related to the Paris Project or Bear River Project in accordance with this Agreement. This Agreement shall not be interpreted to predetermine the outcome of any environmental or administrative review or appeal process.

(B) Conditions Precedent and Conditions Subsequent. The Parties respective obligations to perform this Agreement are subject to conditions precedent and conditions subsequent, as more fully set forth in Sections 8 to 14 above.

(C) Paragraph Titles for Convenience Only. The titles for the paragraphs of this Agreement are used only for convenience of reference and organization, and shall not be used to modify, explain, or interpret any of the provisions of this Agreement or the intentions of the Parties. Reference to a given section of this Agreement shall be deemed to include all subsections of that section.

(D) No Third-Party Beneficiaries. Without limiting the applicability of rights granted to the public pursuant to applicable law, this Agreement shall not create any right or interest in the public, or any member of the public, as a third-party beneficiary of this Agreement and shall not authorize any non-Party to maintain a suit at law or equity pursuant to this Agreement. The duties, obligations, and responsibilities of the Parties with respect to third parties shall remain as imposed under applicable law.

(E) Successors and Assigns. This Agreement shall apply to and be binding on the Parties and their successors and approved assigns. Upon completion of a succession or assignment, the initial Party shall no longer be a Party to this Agreement, but shall remain secondarily liable for the performance of the assignee. No change in ownership of the Paris Project or the Bear River Project or transfer of the existing exemption or license by PacifiCorp shall in any way modify or otherwise affect any other Party's interests, rights, responsibilities, or obligations under this Agreement. Unless prohibited by applicable law, PacifiCorp shall provide in any transaction for a change in ownership of the Paris Project or Bear River Project or transfer of the existing exemption or license that such new owner or owners shall be bound by and shall assume the rights and obligations of this Agreement upon completion of the change of ownership and approval by FERC of the exemption or license transfer or transfers. A transferring or assigning Party shall provide notice to the other Parties at least 60 days prior to completing such transfer or assignment.

(F) Failure to Perform Due to Force Majeure. No Party shall be liable to any other Party for breach of this Agreement as a result of a failure to perform or for delay in performance of any provision of this Agreement if such performance is delayed or prevented by force majeure. The term "force majeure" means any cause reasonably beyond the affected Party's control, whether unforeseen, foreseen, foreseeable, or unforeseeable, and without the fault or negligence of the affected Party. Force majeure may include, but is not limited to, natural events, labor or civil disruption, breakdown or failure of Project works, orders of any court or agency having jurisdiction of the Party's actions, or delay in issuance of any required permit. Increased cost for the performance of any decommissioning measures or change in market conditions for the sale of electricity shall not be deemed to constitute force majeure, provided that PacifiCorp will not be obligated to perform measures in excess of the commitments specified in this Agreement. The Party whose performance is affected by force majeure shall notify the other Parties in writing within seven days after becoming aware of any event that such affected Party contends constitutes force majeure. Such notice will identify the event causing the delay or anticipated delay, estimate the anticipated length of delay, state the measures taken or to be taken to minimize the delay, and estimate the timetable for implementation of the measures. The affected Party shall make all reasonable efforts to promptly resume performance of this Agreement and, when able, to resume performance of its obligations and give the other Parties written notice to that effect.

(G) Governing Law. The Paris Project license exemption, the Bear River Project license, and any other terms of this Agreement over which a federal agency has jurisdiction shall be governed, construed, and enforced in accordance with the statutory and regulatory authorities of such agency. This Agreement shall otherwise be governed and construed under the laws of the state of Idaho. By executing this Agreement, no federal agency is consenting to the jurisdiction of a state court unless such jurisdiction otherwise exists. By executing this Agreement, no state agency or officer is consenting to the jurisdiction of a federal court unless such jurisdiction otherwise exists. All activities undertaken pursuant to this Agreement shall be in compliance with all applicable law.

(H) Notices. Except as otherwise provided in this Section 17(H), any notice required by this Agreement shall be written. It shall be sent by first-class mail or comparable method of distribution to all Parties still in existence and shall be filed with FERC. For the purpose of this Agreement, a notice shall be effective seven days after the date on which it is mailed or otherwise distributed. For the purpose of notice, the list of authorized representatives of the Parties as of the Effective Date is attached as Appendix A. The Parties shall provide notice of any change in the authorized representatives designated in Appendix A, and PacifiCorp's Environmental Coordinator under the Bear River Settlement Agreement shall maintain the current distribution list of such representatives.

October 11, 2021

(I) Signing Authority. Each signatory to this Agreement certifies that he or she is authorized to execute this Agreement and to legally bind the Party he or she represents, and that such Party shall be fully bound by the terms hereof upon such signature without any further act, approval, or authorization by such Party.

(J) Counterpart Signatures. This Agreement may be executed in any number of counterparts, and each executed counterpart shall have the same force and effect as an original instrument as if all the signatory Parties to all of the counterparts had signed the same instrument. Any signature page of this Agreement may be detached from any counterpart of this Agreement without impairing the legal effect of any signatures, and may be attached to another counterpart of this Agreement identical in form having attached to it one or more signature pages.

(K) Entire Agreement. This Agreement sets forth the entire agreement and process of the Parties with regard to decommissioning of the Paris Project and the amendment of Section 3.2.1.a of the Bear River Settlement Agreement.

(L) Waiver of Jury Trial. To the fullest extent permitted by law, each of the Parties hereto waives any right it may have to a trial by jury in respect of litigation directly or indirectly arising out of, under or in connection with this Agreement. Each Party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

(M) No Partnership. Except as otherwise expressly set forth herein, this Agreement does not, and shall not be deemed to, make any Party the agent for or partner of any other Party.

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

PacifiCorp:

Timothy Hemstreet
Managing Director PacifiCorp–
Renewable Resources

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

U.S. Department of Agriculture – Forest Service:

Mary Farnsworth
Regional Forester
Intermountain Regional Office

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED**:

U.S. Department of Interior – Bureau of Land Management:

Todd Kuck
Idaho Falls District Manager (Acting)

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

National Park Service:

Stanley J. Austin
Pacific West Regional Director

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

U.S. Department of Interior – Fish and Wildlife Service:

Sandi Fisher
Assistant State Supervisor
Chubbuck Field Office

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

Idaho Department of Environmental Quality:

Jess Bryne
Director

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

Idaho Department of Fish and Game:

Ed Schriever
Director

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

Idaho Department of Parks and Recreation:

Susan E. Buxton
Director

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

Shoshone–Bannock Tribe:

Devon Boyer
Chairman
Fort Hall Business Council

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

Trout Unlimited:

Kira Finkler
Director
Idaho Water and Habitat Program

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

American Whitewater:

Kevin Colburn
National Stewardship Director

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

Greater Yellowstone Coalition:

Kathy Rinaldi
Idaho Conservation Coordinator

Date

October 11, 2021

The foregoing terms and conditions are hereby **AGREED:**

Idaho Rivers United:

Nic Nelson
Executive Director

Date

October 11, 2021

APPENDIX A

AUTHORIZED REPRESENTATIVES OF THE PARTIES

PARIS CREEK RESTORATION AGREEMENT AUTHORIZED REPRESENTATIVES OF THE PARTIES	
ECC Representative	Authorized Signatory
<p>Mark Stenberg Senior Operations Project Manager PacifiCorp – Renewable Resources 822 Grace Power Plant Road Grace, ID 83241 mark.stenberg@pacificorp.com</p>	<p>Timothy Hemstreet Managing Director Renewable Energy–PacifiCorp Lloyd Center Tower Rm 1800 825 NE Multnomah Portland, OR 97232 tim.hemstreet@pacificorp.com</p>
<p>Corey Lyman Fisheries Biologist USDA–Forest Service 1405 Hollipark Drive Idaho Falls, ID 83401 corey.lyman@usda.gov</p>	<p>Mary Farnsworth Regional Forester USDA Forest Service Intermountain Regional Office 324 25th Street Ogden, UT 84401 mary.farnsworth@usda.gov</p>
<p>Ryan Beatty Fisheries Biologist Bureau of Land Management 1405 Hollipark Drive Idaho Falls, ID 83401 rbeatty@blm.gov</p>	<p>Mary D'Aversa (Todd Kuck, Acting) Idaho Falls District Manager Bureau of Land Management Idaho Falls District Office 1405 Hollipark Drive Idaho Falls, ID 83401 mdaversa@blm.gov, tkuck@blm.gov</p>
<p>Matt Bringhurst Wildlife Biologist – Conservation Partnerships U.S. Fish and Wildlife Service 4425 Burley Drive, Suite A Chubbuck, ID 83202 Matthew_Bringhurst@fws.gov</p>	<p>Sandi Fisher Assistant State Supervisor USFWS Eastern Idaho Field Office 4425 Burley Drive, Suite A Chubbuck, ID 83202 sandi_fisher@fws.gov</p>
<p>Susan Rosebrough Project Manager National Park Service 909 First Avenue Seattle, WA 98104-1060 susan_rosebrough@nps.gov</p>	<p>Stanley J. Austin Pacific West Regional Director National Park Service 333 Bush Street, Suite 500 San Francisco, CA 94104-2828 stan_austin@nps.gov</p>
<p>Lynn Van Every Water Quality Regional Manager Idaho Department of Environmental Quality 444 Hospital Way #300 Pocatello, ID 83201 Lynn.Vanevery@deq.idaho.gov</p>	<p>Jess Bryne Director Idaho Department of Environmental Quality 1410 N. Hilton Boise, ID 83706 Jess.Byrne@deq.idaho.gov</p>

PARIS CREEK RESTORATION AGREEMENT AUTHORIZED REPRESENTATIVES OF THE PARTIES	
ECC Representative	Authorized Signatory
<p>Carson Watkins Regional Fisheries Manager Idaho Department of Fish and Game 1345 Barton Road Pocatello, ID 83204 carson.watkins@idfg.idaho.gov</p>	<p>Ed Schriever Director Idaho Department of Fish and Game P.O. Box 25 Boise, ID 83707 ed.schriever@idfg.idaho.gov</p>
<p>Open</p>	<p>Susan E. Buxton Director Idaho Dept. of Parks and Recreation PO Box 83720 Boise ID 83720-0065 susan.buxton@idpr.idaho.gov</p>
<p>Hunter Osborne Fisheries Department Shoshone-Bannock Tribes P.O. Box 306 Fort Hall, ID 83203 hosborne@sbtribes.com</p>	<p>Devon Boyer Chairman, Fort Hall Business Council Shoshone-Bannock Tribe P.O. Box 306 Ft. Hall, Idaho 83203 dboyer@sbtribes.com</p>
<p>James DeRito Bear River Project Coordinator Trout Unlimited 44 W Spring Creek Pkwy Providence, UT 84332 JDeRito@tu.org</p>	<p>Kira Finkler Director, Idaho Water and Habitat Program Trout Unlimited 910 W Main St., Suite 342 Boise, ID 83702 kfinkler@tu.org</p>
<p>Charles Vincent Regional Coordinator American Whitewater 1800 E 3990 So Salt Lake City, UT 84124 clvincent@xmission.com</p>	<p>Kevin Colburn National Stewardship Director American Whitewater P. O. Box 1540 Cullowhee, NC 28723 kevin@americanwhitewater.org</p>
<p>Allison Michalski Idaho Conservation Associate Greater Yellowstone Coalition 60 E. Little Ave., Suite 101 PO Box 1072 Driggs, ID 83422 amichalski@greateryellowstone.org</p>	<p>Kathy Rinaldi Idaho Conservation Coordinator Greater Yellowstone Coalition 60 E. Little Ave., Suite 101 PO Box 1072 Driggs, ID 83422 krinaldi@greateryellowstone.org</p>
<p>Kevin Lewis Conservation Director Idaho Rivers United P.O. Box 633 Boise, ID 83701 kevin@idahorivers.org</p>	<p>Nic Nelson Executive Director Idaho Rivers United P.O. Box 633 Boise, ID 83701 nic@idahorivers.org</p>

AGENDA
Idaho Park and Recreation Board Meeting
February 23rd-24th, 2022
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: Administrative Fee Rules for Post-*Sine Die*

ACTION REQUIRED: Notice of Adoption of Temporary Fee Rules

PRESENTER: Seth Hobbs, Rules Review Officer

BACKGROUND INFORMATION:

In order to ensure the continuity of administrative rules following the adjournment of the 2022 Legislative session, the board must reauthorize the fee rules. While the board must take these steps now, these temporary fee rules are conditional and will only become effective at *sine die* if the pending fee rules submitted to the 2022 Legislative session are not otherwise approved or rejected in part by the concurrence of the Legislature. Reference: Attachment A 2022 Sine Die Fee Rules Notice Memo.

STAFF RECOMMENDATIONS:

Staff recommends that the board authorize the notice containing the following temporary fee rules found in Attachment B 2022 Omnibus Temporary Fee Notice IDAPA 26.

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

MOTION:

DFM has provided the following motion:

“Pursuant to Section 67-5226, Idaho Code, the Governor has found that temporary adoption of these rules is appropriate to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens.

These rules implement the duly enacted laws of the state of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws.

The expiration of these rules without due consideration and processes would undermine the public health, safety, and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules.

The Governor has also found that the fees or charges being imposed or increased are justified and necessary to avoid immediate danger to the department’s budget, to the state budget, to necessary state functions and services, and to avoid immediate danger of a potential violation of Idaho’s constitutional requirement that it balance its budget.

Therefore, we are adopting these temporary rules to be effective upon *sine die* of the 2022 session of the Idaho Legislature. This action is conditional and will only become effective if the rules are not otherwise approved or rejected in part by the Legislature.”



State of Idaho
DIVISION OF FINANCIAL MANAGEMENT
Executive Office of the Governor

BRAD LITTLE
Governor

ALEX J. ADAMS
Administrator

February 9, 2022

MEMORANDUM

TO: Executive Branch Agency/Department Heads
Rules Review Officers

FROM: Alex J. Adams

Handwritten signature of Alex J. Adams in black ink.

SUBJECT: **Preparing Administrative Fee Rules for Post-*Sine Die***

Once more, in order to ensure the continuity of administrative rules following the adjournment of the 2022 Legislative session, this memo outlines the fee rule reauthorization process that agencies will need to complete prior to **February 28, 2022**. While each agency must take these steps now, these temporary fee rules are conditional and will only become effective at *sine die* if the pending fee rules submitted to the 2022 Legislative session are not otherwise approved or rejected in part by concurrence of the Legislature.

1. Agencies must submit a completed Notice of Adoption of Temporary Rule form to DFM by February 28th.
 - A template Notice is enclosed for fee rules.
 - Rules should be adopted as submitted to the 2022 Legislature.
 - a. Fee Rules expire upon *sine die* if not approved by the legislature.
 - b. Non-Fee Rules are likely to become final and effective unless specifically rejected by concurrent resolution of both the House and Senate.
 - No ARRF will be required.
 - Please submit completed Notices to adminrules@dfm.idaho.gov.
2. If rulemaking authority is vested in a board or commission – not agency staff – the board or commission must convene to properly authorize the Notice. This is required by law. Please work closely with your attorney to ensure the Notice is properly authorized.
 - The meeting must be scheduled in a timeframe to submit a completed Notice to DFM prior to the February 28th deadline.
 - The motion should be made as follows:

“Pursuant to Section 67-5226, Idaho Code, the Governor has found that temporary adoption of this rule is appropriate to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens.

These rules implement the duly enacted laws of the state of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws.

The expiration of these rules without due consideration and processes would undermine the public health, safety and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules.

The Governor has also found that the fee(s) or charge(s) being imposed or increased is/are justified and necessary to avoid immediate danger to the agency/department/board/commission's budget, to the state budget, to necessary state functions and services, and to avoid immediate danger of a potential violation of Idaho's constitutional requirement that it balance its budget.

Therefore, we are adopting this temporary rule to be effective upon *sine die* of the 2022 session of the Idaho Legislature. This action is conditional and will only become effective if the rules are not otherwise approved or rejected in part by the Legislature.”

3. DFM will publish the fee notices of temporary rulemaking shortly after *sine die* with the rules having an effective date as of *sine die*.
4. For these temporary rules only, agencies do not have to accept written comments pursuant to Idaho Code § 67-5222(a) as its requirement and deadline applies to “publication of the notice of *proposed* rulemaking in the bulletin” (emphasis added). The fee rules were acted upon in open public meetings/hearings that allowed public comment throughout the 2021 rulemaking process.
5. Each agency must keep all records of this rulemaking process for at least two (2) years pursuant to Idaho Code § 67-5225. Please ensure the record is thorough and complete.

IDAPA 26 – DEPARTMENT OF PARKS AND RECREATION

DOCKET NO. 26-0000-2200 (Fee Rule)

NOTICE OF OMNIBUS RULEMAKING – ADOPTION OF TEMPORARY FEE RULE

EFFECTIVE DATE: The effective date of the temporary rule being adopted through this omnibus rulemaking as listed in the descriptive summary of this notice is upon the adjournment date of the second regular session of the 66th Idaho State Legislature (sine die).

AUTHORITY: In compliance with Section 67-5226, Idaho Code, notice is hereby given this agency has adopted a temporary rule. The action is authorized pursuant to Sections 67-4223, 67-7115, and 67-7116 Idaho Code.

DESCRIPTIVE SUMMARY: The following is the required finding and concise statement of its supporting reasons for adopting a temporary rule:

This temporary rulemaking adopts and publishes the following rule chapter(s) previously submitted to and reviewed by the Idaho Legislature under IDAPA 26, rules of the Idaho Department of Parks and Recreation:

IDAPA 26

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

TEMPORARY RULE JUSTIFICATION: Pursuant to Sections 67-5226(1)(a)-(c), Idaho Code, the Governor has found that temporary adoption of the rule is appropriate for the following reasons:

This temporary rule is necessary to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens. The temporary rule chapters implement the duly enacted laws of the state of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws. The expiration of these rule chapters without due consideration and processes would undermine the public health, safety and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules.

FEE SUMMARY: Pursuant to Section 67-5226(2), the Governor has found that the fee or charge being imposed through this rulemaking is justified and necessary to avoid immediate danger and the fee is described herein

The fee(s) or charge(s), authorized in Sections 67-4223, 67-7115, and 67-7116, Idaho Code, are part of the agency's 2023 budget that relies upon the existence of the fee(s) or charge(s) to meet the state's obligations and provide necessary state services. Failing to reauthorize these temporary rule chapters would create immediate danger to the state budget, immediate danger to necessary state functions and services, and immediate danger of a violation of Idaho's constitutional requirement that it balance its budget. The following is a specific description of the fee(s) or charge(s):

- IDAPA 26.01.10, Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation. Fees related to temporary permit processing, compensation, application and enforcement.
 - IDAPA 26.01.20, Rules Governing the Administration of Park and Recreation Areas and Facilities. Fees related to motor vehicle entrance, parking violations, camping, reservations (placing, modifying, and
-

canceling), vessel moorage, overnight use, surcharges, group facility use, winter access, returned checks, and winter recreation programs.

- IDAPA 26.01.33, Rules Governing the Administration of the Land and Water Conservation Fund Program. Service fee to administer and manage the process to convert the property from a recreation use.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the temporary rule, contact Seth Hobbs (208) 514-2427, seth.hobbs@idpr.idaho.gov.

DATED this *(date will be inserted to match publication date)*.

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

P.O. Box 83720, Boise, ID, 83720-0065
Phone: (208) 514-2427
seth.hobbs@idpr.idaho.gov

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

AGENDA ITEM
Idaho Park and Recreation Meeting
February 23rd- 24th, 2022
IDPR Headquarters
5657 Warm Springs
Boise, ID 83716

AGENDA ITEM: Aaron Bulter Memorial Purple Heart Run Group Use Permit Application

ACTION REQUIRED: Approval of Group Use Permit for Aaron Bulter Memorial Purple Heart Run

PRESENTER: Theresa Perry, South Region Manager

PRESENTATION

BACKGROUND INFORMATION:

The Aaron Butler Memorial Purple Heart Run will be held on Saturday, August 20th, 2022. The event offers a 5K, 10K, or an Unknown Distance Run. Eagle Island State Park has received a Group Use Permit to host the event.

As a component of the event a fenced Social Area with Food Vendors, Beer Vendor, Main Stage, Music, Static Displays, Educational Banners, and Vendors are proposed.

Within the designated food and beverage area beer will be sold. As alcoholic beverages will be sold Park Board approval for this Group Use Permit Application is required.

As visitors enter the Social Area, they will pass through an ID check station (staffed by TIPS* Trained staff) they will be asked if they plan on drinking beer. If so, (and they are of legal drinking age) they will be given a purple wrist ban. Beer will not be served to anyone without a purple wristband. Volunteers will help enforce 'beer garden' boundaries.

Beer service will be operated by race official and selected 21+ volunteers and overseen by Bear Island Brewing Staff to prevent potential over-service.

Nonalcoholic drinks will be available for purchase, and water bottles will be available for no charge.

All race proceeds will go to the Aaron Butler Memorial Foundation (a 501C3 nonprofit). This event was created by local Purple Heart recipients. The Inaugural event was capped at 800 registered participants and drew over 1,500 people total. This is the third year for the event. This is the first time it has been proposed to be held at Eagle Island State Park. Park staff support hosting the event.

STAFF RECOMMENDATIONS: Staff recommends the Board authorize the Chairman to approve the event with the conditions noted on the permit application.

*TIPS: Training for Intervention ProcedureS) is the global leader in education and training for the responsible service, sale, and consumption of alcohol. Proven effective by third-party studies, TIPS is a skills-based training program that is designed to prevent intoxication, underage drinking, and drunk driving.



**AARON BUTLER MEMORIAL
PURPLE HEART RUN**

08/20/2022

**EVENT ACTION PLAN
EAGLE ISLAND STATE PARK**



MISSION



The SSG Aaron Butler Memorial Purple Heart Run will be conducted annually on or around August 16th. The event will include physical challenge(s) and afford participants an opportunity to share privation and forge mental reflection through physical exertion. The event will always be directed and codirected by Purple Heart recipients.

The event serves to honor all US servicemembers who have given their lives or parts of themselves physically in combat operations around the globe; specifically, the event shall always reflect and honor the abnormal character of SSG Aaron Butler. The event will incorporate an occasionally solemn and often celebratory and inviting atmosphere to include: Coffee, food, music, and beer. Every effort will be made to secure all food and beverages from local businesses with priority given to veteran owned or veteran support entities. The event will have emotional and educational components in order to foster relationships and shared knowledge between all participants, volunteers, spectators, first responders, veterans, and the civilian community.



CONCEPT OF OPERATION



The SSG Aaron Butler Memorial Purple Heart Run will start and finish at the Eagle Island State Park on Saturday, 08/20/2022 0900-1500. Race routes will utilize the trail network in the surrounding park area. **Signage announcing race and courses to be in place 2 weeks prior to event, to notify regular park users in order to reduce negative impact.**

The Inaugural event had to be capped at 800 registered participants and drew over 1,500 people total.

The event social area will be the temporarily fenced grassy area of the Eagle Island SP (pictured as "SA").

ABMPHR will provide all volunteer road guards/crossing guards at road crossings.





TIMELINE



PRE-RACE

JANUARY 1ST 2022: RACE REGISTRATION OPENS

FEBURARY TBD 2022: IDAHO STATE PARKS BOARD APPROVAL

JULY 15th 2022: SPONSORSHIP DEADLINE

AUGUST 15TH 2022: FINAL COORDINATION BRIEFING/ON SITE REHEARSAL

AUGUST 18TH 2022: PACKET PICKUP #1

AUGUST 19TH 2022: PACKET PICKUP #2

AUGUST 19TH 2022: RACE PREP/SETUP BEGINS

RACE DAY

AUGUST 20TH 2022:

0500: RACE OFFICIALS RACE SETUP (FINALIZE COURSES AND SOCIAL AREA)

0630: KEY VOLUNTEER PERSONNEL LINKUP (SOCIAL AREA)

0730: VOLUNTEER ORIENTATION (SOCIAL AREA)

0800: PACKET PICKUP OPEN (SOCIAL AREA)

0830: WATER STATIONS MANNED/10K TURNAROUND ESTABLISHED/FINAL COMMO CHECKS WITH ALL STATIONS

0845: OPENING CEREMONIES BEGIN

0900: RACES BEGIN

1130: RACE AWARDS CEREMONY

1200: GUEST SPEAKER #1

1230: GUEST SPEAKER #2

1300: RAFFLE DRAWING BEGINS

1400: AUCTION BEGINS

1500: CLOSING CEREMONIES

POST RACE

1500-2100 AUGUST 20TH 2022: RACE SITE CLEAUP

AUGUST 20TH 2022: FINAL CLEANUP/PARK RESTORATION

AUGUST 22TH 2022: AFTER ACTION REVIEW W/ IDAHO STATE PARKS & RECREATION



5K COURSE



Race begins Saturday, 08/20/2022 at 0900. Course will close at 1300 or after all runners have cleared the course prior to.

5K course will have 3x water stations that will also serve as casualty collection points.

5K course will cut back to the south to go around the bridge unless the under-bridge crossing is not under water. See orange

Water stations will all have 1x race official present to communicate with race director (social area).

Change request in orange, final 5K course will be approved by EISP staff. In order to limit hinderance to horseback riders.

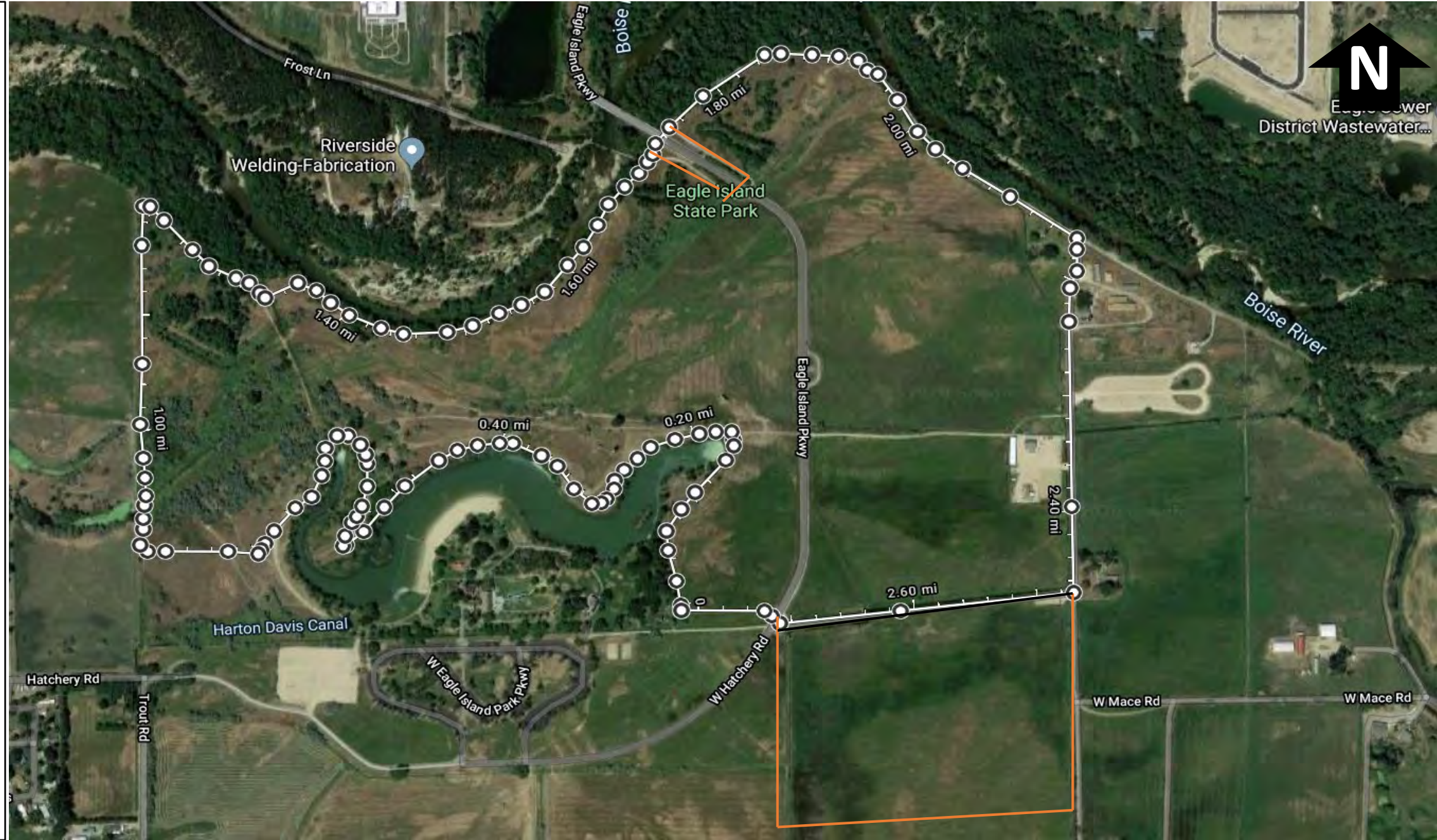
Commo PACE:

P: Handheld Radio

A: Cell call (208) 573-5536

C: Cell text (208) 573-5536

E: 911





10K COURSE



Race begins Saturday, 08/20/2022 at 0900. Course will close at 1300 or after all runners have cleared the course prior to.

10K course will have 5x water stations that will also serve as casualty collection points.

10K course will cut back to the south to go around the bridge unless the under-bridge crossing is not under water. See orange

Water stations will all have 1x race official present to communicate with race director (social area).

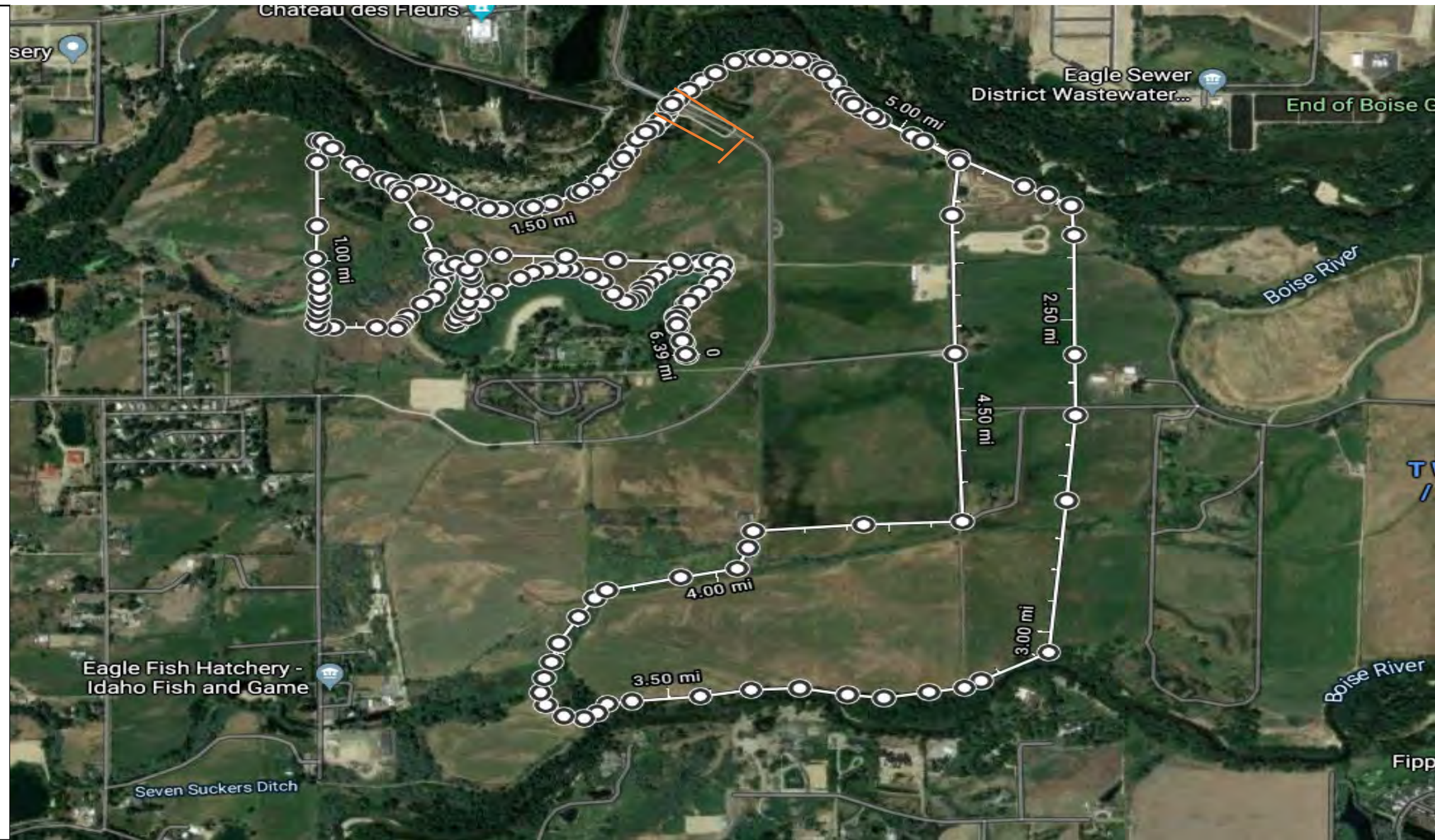
Commo PACE:

P: Handheld Radio

A: Cell call (208) 573-5536

C: Cell text (208) 573-5536

E: 911





UNKNOWN DISTANCE COURSE



Race begins Saturday, 08/20/2022 at 0900. Course will close at 1300 or after all runners have cleared the course prior to.

The unknown distance course (under 10K this year). This event is unique to the ABMPHR and is popular in the military/veteran community. For 2022 it will be a shorter distance and stay on the 10K course

UNK Distance course will have 4x total water stations that will also serve as casualty collection points.

Water stations will all have 1x race official present to communicate with race director (social area).

Commo PACE:

P: Handheld Radio

A: Cell call (208) 573-5536

C: Cell text (208) 573-5536

E: 911

**Course TBD: will get final approval from
EISP Park Management prior to August 1st**



SOCIAL AREA



- 1. TOILETS
- 2. EDUCATION BANNER AREA
- 3. ID CHECK STATION
- 4. PACKET PICK RACE TENT

- 5. BEAR ISLAND VENDOR TENT
- 6. BIG K BBQ FOOD TENT
- 7. MAIN STAGE

ORANGED FENCED AREA SIGNIFIES 'BEER GARDEN' NO ALCOHOL PERMITTED BEYOND SOCIAL AREA

STATIC DISPLAY AREAS WILL INCLUDE PARKED VECHILES FROM BPD, ACSO, EAGLE PD, EAGLE FD, GOWEN FIELD



PARKING PLAN



Parking Area 1
 Can park 600 vehicles according to EISP
 EISP paved parking area can be utilized for ADA needs
 ABMF TEAM WILL FLAG OR MARK P1 08/19

Parking Area 2
 Gravel lot overflow, or trailer parking

Social Area
 Fenced social area closed to traffic 0800-1500
 Food Vendors, Beer Vendor, Main Stage, Music, Static Displays, Educational Banners, Vendors



Eagle Island State Park

SA
Horton Davis Canal

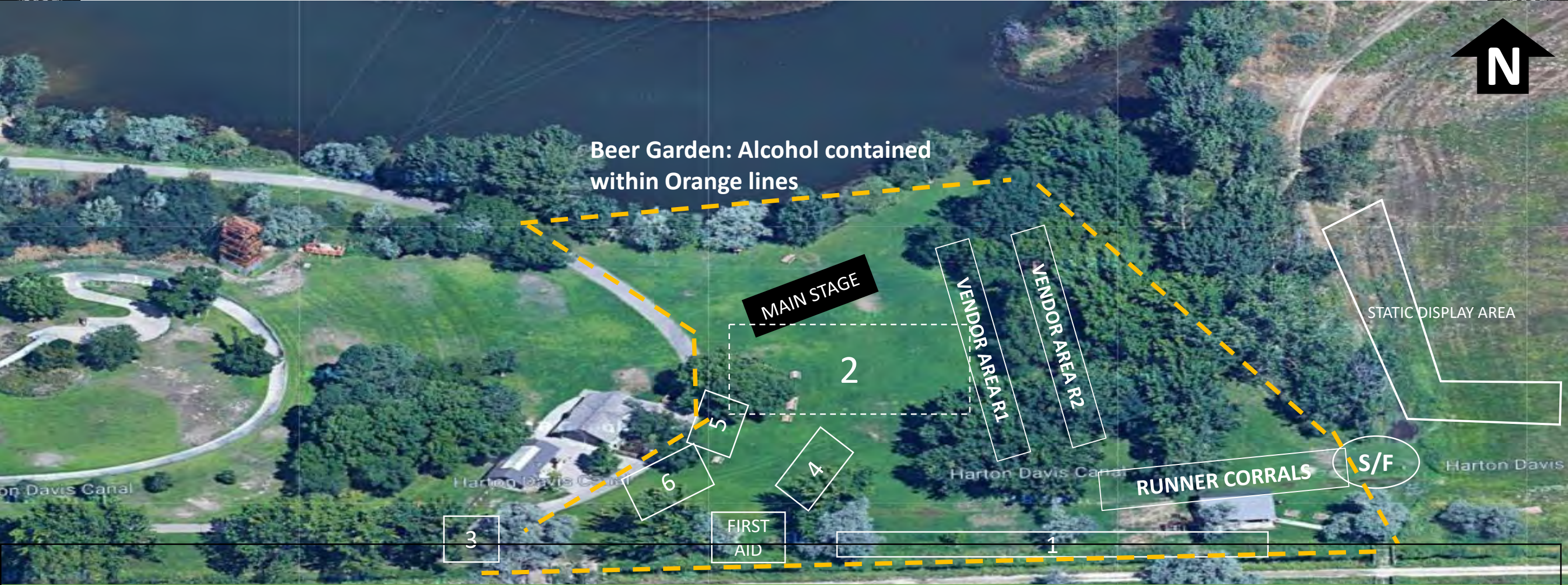
P2

P1

PARKING AREA 1 (SAME AREA USED DURING HS X-COUNTRY EVENT)



WASTE MANAGEMENT



Beer Garden: Alcohol contained within Orange lines

MAIN STAGE

VENDOR AREA R1

VENDOR AREA R2

STATIC DISPLAY AREA

RUNNER CORRALS

S/F

FIRST AID

3

5

4

6

2

1

BATHROOMS:
 10x PORTABLE (2x ADA ACCESSIBLE), TO BE ADJUSTED BASED ON REGISTRATION. PORTABLE RESTROOMS TO DECREASE OR ELIMINATE IMPACT TO EISP INFRASTRUCTURE
 ALL PORTABLE BATHROOM FACILITIES HAVE BEEN RESERVED AND PAID FOR BY ABMPHR STAFF. PORTABLES WILL BE DELIVERED TO THE RACE SITES ON 08/19/22 AND REMOVED ON 08/22/22. ALL TOILET PAPER WILL BE PROVIDED AND RESTOCKED BY THE RACE EVENT STAFF.

TRASH:
 ABMPHR STAFF WILL PROVIDE 50x TEMPORARY TRASH CANS and 1x 30 YRD DUMPSTER FROM REPUBLIC WASTE SERVICES. ALL TRASH AND TRASHCANS WILL BE REMOVED BY THE RACE STAFF AND VOLUNTEERS THIS INCLUDES A POST-RACE COURSE WALKTHROUGH.
 SOCIAL AREA TRASHCANS: 30x
 WATER STATION TRASHCANS: 2x PER STATION



FOOD PLAN



6. BIG K BBQ FOOD TENT
CENTRAL DISTRICT HEALTH WILL BE NOTIFIED OF OUR EVENT AND ITS FOOD VENDORS UPON FINAL EVENT APPROVAL AND WILL COORDINATE WITH THEM DIRECTLY FOR PERMITS.
(FREE LUNCH FOR PARTICIPANTS AND VOLUNTEERS – VENDING LUNCH FOR NON-PARTICIPANTS)



BEVERAGE PLAN



3. ID CHECK STATION // 5. BEAR ISLAND BREWING BEER VENDOR
 ID CHECK STATION (TIPS TRAINED) WILL ASK EVERYONE COMING IN IF THEY PLAN TO DRINK. DRINKERS WILL GET A PURPLE WRISTBAND ONCE ID IS CHECKED. 2x FREE BEER TOKENS WILL BE GIVEN TO EACH PARTICIPANT AND VOLUNTEER 21+ AT ID CHECK STATION.
 BEER WILL NOT BE SERVED TO ANYONE WITHOUT A PURPLE WRISTBAND. NON-ALCOHOLIC DRINKS WILL BE AVAILABLE FOR PURCHASE. WATER BOTTLES AVAILABLE FOR FREE.
 ISP ABC LICENSE #PENDING
 CITY OF EAGLE OPEN CONTAINER PERMIT #PENDING



SECURITY PLAN



OVERALL SECURITY RISK: LOW

- Security Coordinator/Assistant Race Director: BPD Officer Dan Muguira will be located at the event site in Race Official attire.
- Static Displays will include uniformed LEOs – BPD / ISP / ACSO
- Average response time from Ada County Sheriffs Office/Eagle Police Department/ISP is templated at less than 5 minutes.
- Beer will be served only in the fenced social area/‘beer garden’. ID card check station manned by volunteers. 21+ drinkers required to wear purple wristband only available at ID card check station. Volunteers will help enforce ‘beer garden’ boundaries.
- Beer service will be run by race official-selected 21+ volunteers and overseen by Bear Island Brewing Staff to prevent potential over-service.
- Risk is assessed to be LOW.



MEDICAL PLAN



OVERALL MEDICAL RISK: LOW

- Race courses will be walked through the morning of by race event staff and well marked (including obstacles) by staff and volunteers to mitigate risk to participants
- Race Director will conduct linkup and final coordination brief with EMS at 0700 on race day
- Casualty Collection Points (CCPs)
 - Any serious (life, limb, eyesight) injuries/conditions will be immediately transferred to one of the primary CCPs
 - Any ambulatory injured participants will be instructed and assisted in moving to a CCPs
- Volunteers and staff will be emplaced at static water points throughout the course, with no more than 3K between points. Staff in key high ground locations will be provided with (and proficient on) portable radios and will maintain communication with Race Director throughout race. Race Director will maintain communication with EMS/Fire at “on course” locations (start/finish line)
- Race event staff will have 2x ATV/UTV with litters (staged at start/finish) only to be utilized if a participant is injured on the course is not ambulatory



EVENT INSURANCE



DAY OF EVENT INSURANCE SECURED BY ABMPHR (\$2.5 MILLION AGGREGATE COVERAGE) INCLUDES HOST LIABILITY AND RETAIL LIABILITY COVERAGE FOR SERVICE AND SALE OF BEER TO 21+ ATTENDEES WITHIN THE PARAMETERS OF EAGLE CITY AND ID STATE PARKS AND REC OPEN CONTAINER PERMIT REGULATIONS. ABMF TEAM TO PROVIDE INSURANCE TO IDPR/EISP NO LESS THAN 30 DAYS PRIOR TO EVENT.

ACORD CERTIFICATE OF LIABILITY INSURANCE DATE: 05/15/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

PRODUCER: East Main Street Insurance Services, Inc. WVI Maddux, 1228 Grass Valley, CA 95945

AGENT: WVI Maddux, (530) 477-8521, info@wviwer.com

INSURED: MILITARY ORDER OF THE PURPLE HEART, DANIEL NELSON, 31158 East Shadowbluff Drive, Eagle, ID 83714

COVERAGES: COMMERCIAL GENERAL LIABILITY, AUTOMOBILE LIABILITY, WORKERS COMPENSATION AND EMPLOYERS LIABILITY

TYPE OF INSURANCE	INSURER	POLICY NUMBER	POLICY TYPE	LIMITS
COMMERCIAL GENERAL LIABILITY	ACORD	EH-771919-L2636332	COMMERCIAL GENERAL LIABILITY	\$1,000,000
Host Liquor Liability				\$100,000
Retail Liquor Liability				\$100,000
AUTOMOBILE LIABILITY				\$1,000,000
WORKERS COMPENSATION AND EMPLOYERS LIABILITY				\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES: Certificate holder listed below is insured as additional insured per attached CG 20 25 07 04. Attendance: 300, Event Type: Marathon (Walking or Running).

CERTIFICATE HOLDER: Eagle Sports Complex/Bike Park, Ada County Trail Network, Ridge to Rivers Trails, City of Eagle, 12000 Horseshoe Bend Road, Eagle, ID 83714

CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ACORD 25 (2015/03) The ACORD name and logo are registered marks of ACORD

Policy Number: EH-771919-L2636332 COMMERCIAL GENERAL LIABILITY CG 20 25 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)

Eagle Sports Complex/Bike Park, Ada County Trail Network, Ridge to Rivers Trails, City of Eagle, 12000 Horseshoe Bend Road, Eagle, ID 83714

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II - Who Is An Insured is amended to include as an additional insured the organization(s) shown in the schedule, if they will respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

A. In the performance of your ongoing operations; or

B. In the performance of your ongoing operations; or

CG 20 25 07 04 © ISO Properties, Inc., 2004 Page 1 of 1

INSURANCE TO BE ACQUIRED UPON INITIAL APPROVAL OF ADDRESS REQUIRED FOR DAY OF EVENT INSURANCE



PAST EVENT MEDIA



Race Website: <https://runsignup.com/Race/ID/Eagle/PurpleHeartRun>

Aaron Butler Memorial Foundation Website: <https://aaronbutlermemorialfoundation.org/>

Facebook Page: <https://www.facebook.com/PurpleHeartRun>

Instagram: @ButlerPurpleHeartRun

In the Media:

Idaho Statesman - <https://www.idahostatesman.com/news/local/military/article226464695.html>

Eagle Magazine - <https://eaglemagazine.com/2019/04/29/idaho-vets-launch/>

San Juan Record - http://www.sjrnews.com/pages/full_story/push?article-SSG+Aaron+Butler

WOW 104 Country Station - <https://1043wowcountry.com/eagle-embrace-the-suck-race-to-honor-fallen-soldier/>

KTVB - https://events.ktvb.com/Inaugural_SSG_Aaron_Butler_Memorial_Purple_Heart_Run/317113466.html

Additional Media Stories about SSG Aaron Butler and his Special Forces Team:

<https://www.sltrib.com/news/2018/05/26/eight-months-after-aaron-butlers-death-stories-about-the-fallen-utah-soldier-keep-the-family-going-and-there-are-plenty-to-tell/>

<https://www.armytimes.com/news/your-army/2018/03/20/special-forces-soldiers-awarded-silver-stars-for-bravery-in-afghanistan/>



GROUP USE PERMIT APPLICATION

Date of Application: 01/27/2022

Park Name: Eagle Island State Park (EISP)

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

225.04 Group Use

- a. 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.
- b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) people or more may be approved by the director with forty-five (45) days advance notice.

Desired Event (Park) Location: EISP Date(s) of Use: 08/19-08/20/2022

Name of Event: Aaron Butler Memorial Purple Heart Run Days: Sun Mon Tue Wed Thu Fri Sat

Organization or Group Filing Application: Aaron Butler Memorial Foundation

Address: 3118 E Shadownbluff Ln

City: Eagle State: ID Zip: 83616

Telephone: 208-484-7422 E-mail Address: kacey@aaronbutlermemorialfoundation.org

Number of Participants/Spectators Expected: 800 Arrival Time: 0600 Departure Time: 1700

Type of Use Requested (please describe)
Charity run and social area

Purpose of Proposed Event See EAP

Estimated Gross Fees Collected _____ Estimated Net Profit _____

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

(Primary Person)
Name: Kacey Nelson
Address: Same as Above
Telephone: Same as Above
E-Mail: Same as Above

(Secondary Person)
Name: Dan Nelson
Address: Same as Above
Telephone: 208-573-5536
E-Mail: dan@aaronbutlermemorialfoundation.org

Will First Aid Be Provided? Yes No

Will Alcoholic Beverages Be Sold? Yes No

If yes, please list the special permit number from the Alcohol Beverage Control or your retail license number. 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.)

See EAP

Plans for Law Enforcement and/or Crowd Control, Including Communication Systems (Use extra sheet if necessary)

See EAP

Plans for Traffic Control, Including Parking (Use extra sheet if necessary)

See EAP

Plans for Sanitation, Solid Waste Disposal, and Water Supply (Use extra sheet if necessary)

See EAP

Plans for Area Clean Up and Rehabilitation (Use extra sheet if necessary)

See EAP

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

See EAP

List of Vendors Temp Permit # Items They Plan To Sell (Use extra sheet if necessary)

Bear Island Brewing TBD beer

Big K BBQ TBD food

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/>.

Name, Address, and Phone 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 adminrules.idaho.gov/rules/current/26/260120.pdf

Name: See EAP (Insurance will be acquired upon approval of event)

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Amount of Liability Insurance _____

GROUP USE FEES

Fees that will apply to this application:

MVEF (Motor Vehicle Entrance Fee) \$7.00 per vehicle (\$14 non-resident fee applies at the following parks: Bear Lake, Farragut, Hells Gate, Priest Lake, & Round Lake) Yes No

- \$ _____ Deposit
- \$ _____ Damage Deposit
- \$ 1,200.00 Negotiated Fee
- \$ _____ Per-Person Fee
- \$ _____ Reservation Fee plus Tax
- \$ 360.00 Shelter Fee
- \$ _____ Other _____

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 adminrules.idaho.gov/rules/current/26/260120.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 adminrules.idaho.gov/rules/2013/16/0219.pdf (Idaho Food Code).

PLEASE PRINT

Name of Event: Aaron Butler memorial purple heart run Date(s) of Use 08/19-08/20/2022

Applicant Name: Kacey Nelson Applicant Title: Board Secretary

Address: 3118 E Shadowbluff Ln

City: Eagle State: ID Zip: 83616 Telephone: 208-484-7422

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

Applicant Signature  Date 01/24/2022

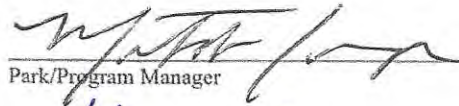
IDPR USE ONLY


Repeat Applicant Yes No

Approved Subject to Conditions Yes No

Conditions: SEE EAP. INSURANCE WILL BE ACQUIRED UP APPROVAL OF EVENT
AND GIVEN TO EISP AT LEAST 30 DAYS PRIOR TO THE EVENT.

APPROVAL

 Date 2/9/2022

 Date 02/10/2022

Operations Division Administrator _____ Date _____

Director _____ Date _____

Board Chairperson _____ Date _____

STATE OF IDAHO
DEPARTMENT OF PARKS AND RECREATION



GROUP USE PERMIT APPLICATION

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225.04 Group Use
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Type of Use Requested (please describe)
Charity run and social area

Purpose of Proposed Event See EAP

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(Primary Person)
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Address: Same as Above

Telephone: Same as Above

E-Mail: Same as Above

(Secondary Person)
Name: Dan Nelson

Address: Same as Above

Telephone: 208-573-5536

E-Mail: dan@aaronbutlermemorialfoundation.org

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If yes, please list the special permit number from the Alcohol Beverage Control or your retail license number. 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.)

See EAP

Plans for Law Enforcement and/or Crowd Control, Including Communication Systems (Use extra sheet if necessary)

See EAP

Plans for Traffic Control, Including Parking (Use extra sheet if necessary)

See EAP

Plans for Sanitation, Solid Waste Disposal, and Water Supply (Use extra sheet if necessary)

See EAP

Plans for Area Clean Up and Rehabilitation (Use extra sheet if necessary)

See EAP

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

See EAP

List of Vendors	Temp Permit #	Items They Plan To Sell	(Use extra sheet if necessary)
Bear Island Brewing	TBD	beer	
Big K BBQ	TBD	food	

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/>.

Name, Address, and Phone 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 adminrules.idaho.gov/rules/current/26/260120.pdf

Name: See EAP (Insurance will be acquired upon approval of event)

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Amount of Liability Insurance _____

GROUP USE FEES

Fees that will apply to this application:

MVEF (Motor Vehicle Entrance Fee) \$7.00 per vehicle (\$14 non-resident fee applies at the following parks: Bear Lake, Farragut, Hells Gate, Priest Lake, & Round Lake Yes No

- \$ _____ Deposit
- \$ _____ Damage Deposit
- \$ 1,200.00 Negotiated Fee
- \$ _____ Per-Person Fee
- \$ _____ Reservation Fee plus Tax
- \$ 360.00 Shelter Fee
- \$ _____ Other _____

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 adminrules.idaho.gov/rules/current/26/260120.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 adminrules.idaho.gov/rules/2013/16/0219.pdf (Idaho Food Code).

PLEASE PRINT

Name of Event: Aaron Butler Memorial Purple Heart Run Date(s) of Use 08/19-08/20/2022
Applicant Name: Kacey Nelson Applicant Title: Board Secretary
Address: 3118 E Shadowbluff Ln
City: Eagle State: ID Zip: 93616 Telephone: 208-484-7422

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

Applicant Signature _____ Date _____

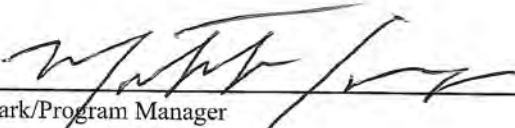
IDPR USE ONLY

Repeat Applicant Yes No

Approved Subject to Conditions Yes No

Conditions: See EAP. Insurance will be acquired up approval of event and given to EISP at least 30 days prior to the event.

APPROVAL


Park/Program Manager _____ Date 2/3/2022

Region Bureau Chief _____ Date _____

Operations Division Administrator _____ Date _____

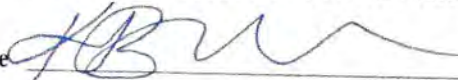
Director _____ Date _____

Board Chairperson _____ Date _____

PLEASE PRINT

Name of Event: Aaron Butler memorial purple heart run Date(s) of Use 08/19-08/20/2022
Applicant Name: Kacey Nelson Applicant Title: Board Secretary
Address: 3118 E Shadowbluff Ln
City: Eagle State: ID Zip: 83616 Telephone: 208-484-7422

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

Applicant Signature  Date 01/24/2022

IDPR USE ONLY

Repeat Applicant Yes No

Approved Subject to Conditions Yes No

Conditions: _____

APPROVAL

Park/Program Manager Date _____

Region Bureau Chief Date _____

Operations Division Administrator Date _____

Director Date _____

Board Chairperson Date _____

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

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

AGENDA ITEM: Agreement for Recreation Shared Stewardship with USFS

ACTION REQUIRED: None/Information Only

PRESENTER: Troy Elmore

PRESENTATION

BACKGROUND INFORMATION: IDPR met with U.S. Forest Service Region 1 and Region 4 on December 17th via zoom. The meeting was a general meet and greet requested by the respective Forest Supervisors to meet Director Buxton. USFS recreation, legislative, and communications staff were also present. Susan, Craig, and I attended on behalf of IDPR.

They discussed the anticipated funding coming to them from the bi-partisan infrastructure bill. There are still many unknowns, but in general they would like to partner with IDPR and other agencies in hopes that it might streamline the process of getting the funding on the ground to provide recreation opportunities to Idahoans and its visitors.

The USFS has been working on entering into a shared stewardship agreement between themselves, the State of Nevada, BLM, and the U.S. Fish and Wildlife Service. This is the first agreement of its kind. They asked if our agency would be interested in working on a similar instrument for Idaho. I have attached the draft document that I referenced regarding the State of Nevada. IDPR expressed interest in partnering with the USFS on the project and shared that we look forward to exploring all creative ways in which we might be able to leverage resources and better serve our recreating public.

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

AGREEMENT FOR RECREATION SHARED STEWARDSHIP

Between

THE STATE OF NEVADA,

UNITED STATES DEPARTMENT OF AGRICULTURE

FOREST SERVICE

INTERMOUNTAIN AND PACIFIC SOUTHWEST REGIONS, and the

DEPARTMENT OF THE INTERIOR

BUREAU OF LAND MANAGEMENT,

UNITED STATES FISH AND WILDLIFE SERVICE and

NATIONAL PARK SERVICE

Whereas:

- Federal agencies, including the Bureau of Land Management, National Park Service, and U.S. Fish and Wildlife Service under the Department of the Interior, as well as the USDA Forest Service, manage 87% of Nevada's lands.
- Participation in outdoor recreation has been growing nationally. The COVID-19 pandemic magnified that increase and generated new and more diverse participation, creating a unique opportunity to encourage stewardship of our public lands, and protect and enhance outdoor recreation opportunities.
- Outdoor recreation is a \$4 billion industry in Nevada, and much of that economic activity is dependent on healthy, resilient public lands. Many rural and gateway communities in Nevada seek to enhance sustainable outdoor recreation-based tourism to diversify their economies.
- Access to outdoor recreation is linked to improved public health outcomes. Federal and state partners can help to address social determinants of health by increasing access for people of all backgrounds and abilities and partnering with health and wellness stakeholders to determine shared values and common goals, build relationships, and generate innovative partnerships to fulfill shared visions.
- Federal and state agencies face limited resources and staffing, contributing to deferred maintenance backlogs, lack of capacity for planning, limitations on developing new infrastructure and a lack of onsite personnel to educate, interpret and, when necessary, enforce. These limitations negatively affect the visitor experience, natural and cultural resources, and potential economic benefits from outdoor recreation.

- Wildfire directly threatens recreation infrastructure and impacts visitor experience through closures or smoke impacts. Conversely, outdoor recreation activities can contribute to unwanted fire, such as from abandoned or escaped campfires, recreational shooting, cigarette smoking, and vehicle use. Wildfire risk also relates to outdoor recreation in terms of responsible development of outdoor recreation gateway communities. Recreation is one of the shared values identified in the Nevada Shared Stewardship Agreement for wildfire risk reduction signed in November 2019.
- The supply of and demand for outdoor recreation is sensitive to climate change indirectly through climate effects on ecological conditions and settings, and directly through changes in temperature and precipitation patterns. For instance, hotter temperatures and extended drought conditions can reduce or eliminate recreation opportunities, create safety concerns and alter visitation dynamics. Planning for sustainable outdoor recreation should include mitigating the contribution of activities and infrastructure to climate change when possible, as well as adapting to predicted changes.
- Equitable and inclusive access for all Nevada citizens and visitors, including tribal nations, is vital to outdoor recreation sustainability
- Multiple funding opportunities, planning efforts, and partnerships, each with its own focus and limitations, currently support outdoor recreation in Nevada. Coordinating and expanding on these is essential to achieving sustainability.
- Public access to important outdoor recreation opportunities may not always be available or guaranteed, depending on land ownership and land use patterns. Acquisitions, easements, and other means may be necessary to establish or protect access to opportunities or to protect key conservation and recreation lands.
- Media, marketing and other communication about outdoor recreation opportunities influence where, when, and how recreation occurs, which can impact management both positively and negatively. Recreation participants need easy access to high quality, accurate information in order to set their expectations, enhance their safety, and enable them to behave responsibly within the landscape and among other recreation participants. Additionally, meaningful education and engagement can cultivate a stewardship ethic among recreation participants.
- Shared Stewardship is a collaborative approach to federal land management that emphasizes partnering with states, tribes, and other groups to identify joint priorities and to develop cross boundary strategies that make an impact at the right scale. The partners to this agreement seek to apply the Shared Stewardship approach to achieve ecologically, economically and socially sustainable outdoor recreation in Nevada.

Vision:

Leveraging the strengths, mission, authorities, and capacity of each signatory agency, the parties will collaboratively plan and manage for sustainable outdoor recreation. For the purposes of this agreement, sustainable outdoor recreation:

- 1) Provides for an array of appropriate, high quality visitor opportunities
- 2) Protects and conserves the natural environment, as well as cultural/historic resources
- 3) Enhances the economies of Nevada communities in a manner that preserves unique aspects of their culture and quality of life

Achieving this vision will require:

- 1) Strong partnerships among agencies, nongovernmental organizations, and communities
- 2) A sufficient, highly skilled and stable workforce
- 3) Creative optimization of funding opportunities

Mutual Commitments:

The parties agree to:

- 1) Develop a Strategic Plan for achieving sustainable outdoor recreation in Nevada that will guide the parties' efforts to plan and manage recreation opportunities and resources but not supersede existing agency plans or project planning and implementation. The Plan will contain a brief overview of existing conditions, identify other partners and stakeholders, and set forth desired conditions, goals, objectives and action items. It will be informed by this Agreement, as well as by relevant planning documents that guide recreation and conservation decisions within the state and for the parties to this Agreement. In January of each year, the parties will commence a review of the Plan, report accomplishments, and develop and revise Plan components as needed.
- 2) Integrate the desired conditions, goals, and objectives of the Strategic Plan into relevant future planning documents and administrative initiatives, recognizing that each agency has a unique mission and set of authorities that may influence the degree to which and the manner in which these aims can be incorporated.
- 3) Identify, integrate and expand funding opportunities to support sustainable outdoor recreation. Assess how existing authorities and instruments allow the parties to leverage that funding to support sustainable outdoor recreation and identify additional needs.
- 4) Develop complete, accurate, and collaboratively sourced data sets using state-of-the-art collection and maintenance methods, and develop a plan for data sharing among agencies.
- 5) Create tools to support Nevada communities, including rural and under-resourced communities, in working effectively with state and federal agencies to develop, plan for, and achieve desired conditions for sustainable outdoor recreation and tourism.

- 6) Working with other stakeholders as appropriate, coordinate content for media, social media, marketing and other communications with regard to location, timing, and volume of visitation; responsible recreation messaging, including safety and protection of natural and cultural resources; and fostering a stewardship ethic among recreation participants.
- 7) Implement this agreement through an annual (minimum) meeting of authorized representatives or their designees, and through the existing interagency working group convened by the U.S. Forest Service Nevada Liaison and the Nevada Division of Outdoor Recreation. Voluntary, ad hoc working groups may be established as needed -- for example, to develop the strategic plan.

Modifications and Periodic Review of Agreement

The State, National Park Service, BLM, USFWS, and USFS agree to review this agreement not less than every five (5) years to evaluate the mutual commitments identified and make necessary adjustments as appropriate.

Mutual Understanding and Agreement

It is agreed that this document does not serve as an authorizing tool. The State, National Park Service, BLM, USFWS, Bureau of Reclamation, and USFS will rely on all available authorities and funding to implement priority projects. Specific authorities for actions will be identified prior to project implementation and development.

The parties are bound by all applicable federal, state and local statutes and regulations, and this agreement does not supersede those. If conflicts arise, the parties will evaluate how authorities can best achieve the goals of the individual project.

The parties will protect sacred sites and preserve cultural resources and take all necessary actions to protect data collected from Nevada Tribal Nations.

Principle Contacts:

Primary contacts for the purposes of this agreement will be designated by the Authorized Representative for each agency

Authorized Representatives

By signing below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this Agreement for Recreation Shared Stewardship

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last date written below:

Governor Steve Sisolak, State of Nevada

Robert Mergell, Administrator, Nevada Division of State Parks

Colin Robertson, Administrator, Nevada Division of Outdoor Recreation

Brad R. Crowell, Director, Nevada Department of Conservation and Natural Resources

Tony Wasley, Director, Nevada Department of Wildlife

Mary Farnsworth, Regional Forester, USDA Forest Service Intermountain Region

Jennifer Eberlein, Regional Forester, USDA Forest Service Pacific Southwest Region

Jon K. Raby, Nevada State Director, Bureau of Land Management

Paul Souza, Regional Director, United States Fish and Wildlife Service, Pacific Southwest Region

National Park Service



Communications Memo

Communications Program Report: February 2022

Craig Quintana, Public Information Officer, Sr.

Accomplishments & Tasks Underway

- **Media/Marketing/Advertising/Outreach**

- News Releases: We sent out two news releases in December; each received a bit of play on smaller media outlets but mostly this was “news of record” notice for the public.

- December 22, 2021 – “Upcoming Winter Events with Idaho Parks and Recreation”
- December 3, 2021 – “Idaho Parks and Recreation Makes Changes to Snowmobile and Off-Highway Vehicles Sticker Programs”



- KIFI Local News 8, Idaho Falls, covered winter grooming in mid-January, and our Brian DiLenge stepped up and gave a nice interview about the program and its benefits for outdoor recreation and the economy.

- Participated in the legislative tour of Thousand Springs state Park on December 2nd, where Director Buxton and other staff discussed IDPR’s needs and plans with Rep. Scott Syme, Sen. Jim Patrick and others.



- The 2022 Idaho Trails Supporter Sticker has been ordered and should be available for distribution this spring. This is the third year for the program.

- Helped develop questions for the IDPR/BSU public opinion survey about outdoor recreation, part of the Statewide Comprehensive Outdoor Recreation Plan (SCORP). The survey went to the public in early January and preliminary results should be available at the February IDPR Board meeting.



- The Park Poster program expanded last year to include Dworshak, Heyburn and Walcott. Communications prints 250 posters to contribute to the retail program, providing a graphic that can be used on additional product and for the park’s online activities.

- IDPR again supported the First Day Hikes Event, championing getting outdoors around New Year’s – an effort hampered by inclement weather around the state.

Nonetheless some 60 diehards put up a collective 136 miles at participating parks – Castle Rocks, Farragut and Harriman.

- A similar event, Free Ski Day, saw some 190 people participate at Farragut, Ponderosa and Priest Lake.

- **Social Media Engagement** – Between all park and recreation pages, the agency has 127,213 followers on Facebook. This is an increase of 2,808 since our last report. We continue to accumulate an average of 1,000 followers a month across our Facebook platforms. Parks are becoming increasingly engaged with their pages, which has been a major contributor to our sizable growth.



- Our main IDPR Instagram page has 24,300 followers. Between all park and program Instagram accounts, we have a total of 95,913 followers, an overall increase of nearly 1,000 since our last board report.

Between Instagram, Facebook, Twitter, YouTube, Pinterest, and LinkedIn, we have a total following of over **224,000** people, reaching well over **500,000** engagements (click, like or share) each month.

Of special note: **Recreation Bureau Avalanche Class Advertising**

For the first time, we digitally advertised the various Snowmobile & Avalanche Safety Training classes.

Final numbers are not yet tabulated as programs are ongoing, but some class sizes have doubled or even quadrupled. One Eastern Idaho class saw a 300-percent increase over last year.

The ad we put out on the IDPR page promoting the RecEd site is 75 percent complete on its run, resulting in **346** web visits and reaching **13,630** people.

All of the avalanche classes now have been *boosted* (paid advertising to increase how many times likely users see it on their feeds). Most of them are about 30 to 50 percent completed at this writing since the November start, and we have reached **93,824** people and created **635** event responses (users marking “interested” or “going” on posts).



Sponsors and Partners

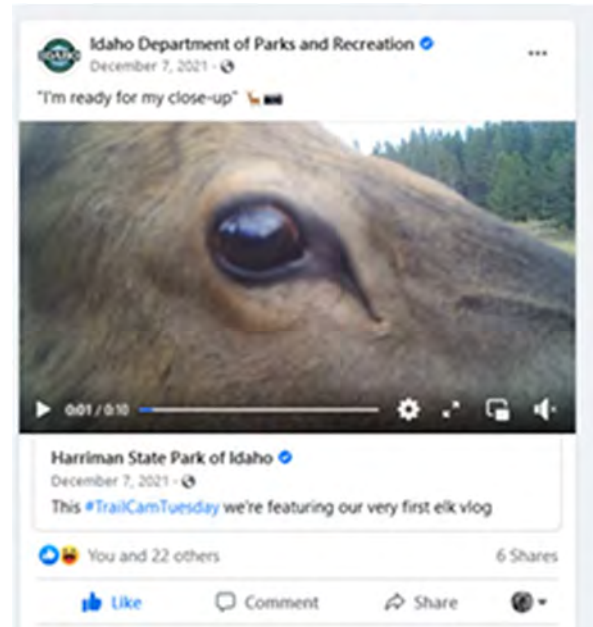
- Participated in the Recreation Responsible Idaho 3.0 planning meeting with agency partners on Dec. 13, leading the discussion about strategies for involvement for the third year of the effort. The partnership started during the pandemic’s outset in early 2020 and includes state and federal resources agencies.

Idaho Commerce has pledged \$250,000 to the 2022 effort, which



will allow the upcoming campaign to use traditional and paid social media. Likely messages will include enjoying the outdoors properly but also re-emphasize COVID awareness, as the initial topic lost some emphasis in last year's campaign.

- Attended the Barber Pool Master Plan Adoption Workshop in December, where landowners and other stakeholders of the pool pledged to follow a shared vision for how to protect and improve the resource moving forward. The draft plan is about to come out for final consideration by partners.
- Joined Director Buxton and Troy Elmore to meet with the Idaho Rep. Rubel and others from Idaho Businesses for the Outdoors in late December to talk about partnership opportunities, such as service projects, policy advocacy, etc. The group has pledged support for IDPR's budget request.
- IDPR's Youth Explorer Passes reached more than 69,700 youth and teens from June to August 2021, a 42 percent increase from summer 2020. In a partnership the Idaho Commission for Libraries, IDPR prints park passes for students as an inducement to meet reading goals. Seventy-six libraries participated in the past year.



Testimonial from the Coeur d'Alene Public Library:

“Our families were very excited to receive these passes. Families appreciated the free opportunity to visit and explore a local state park. It provided us an opportunity to engage families new to the area on what state parks are around us. We also have established a partnership with local state parks and have provided outreach programming there.”

- Worked with Idaho Tourism on logistics for promotional video shoots. Recent locations include Lake Cascade and Castle Rocks.
- Idaho 55 Construction: Continued work with the Idaho Transportation Department and its outreach firm to publicize (on IDPR's social media and web pages) the Idaho 55 construction project, which impacts operations at Ponderosa and Lake Cascade parks.

Miscellaneous/Reminders/Follow-Up

- Craig and Chelsea Chambers continue work with the Idaho Recreation and Tourism Initiative, collaborating with Mindy Peper, our coordinator, to make the group more active and relevant.
- Continue the partnership with the Friends of Idaho State Parks and the Idaho Press to produce monthly spotlight articles (written by Chelsea) on parks in the *Exploring Idaho Parks* series.
- Also working with the Friends of Idaho State Parks to expand the *Experience Idaho Loaner Backpack Program*. The program currently operates in 13 state parks and will be available at Thousand Springs, Lucky Peak, Massacre Rocks, and Dworshak State Parks by season's end. The program continues to be funded by a large donation from former Gov. Dirk Kempthorne and family.
- Continuing work with Idaho Commerce and Madden Media to shoot a new educational video for the Old Mission, a project that's reached the half-way mark and we would like to finish in coming months.
- Seeking general fundraising and relationship building opportunities.
- Facilitate all agency-related information requests (Idaho Public Records Act) and to serve as primary media contacts.
- Production of 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.





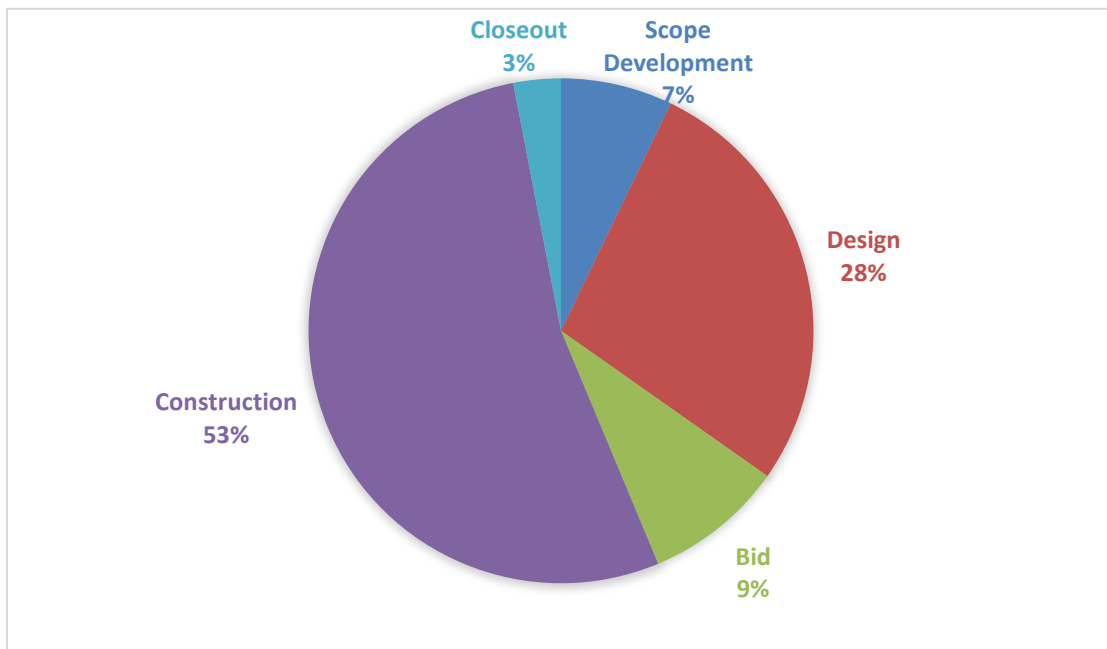
October – November - December 2021

DEVELOPMENT BUREAU
Interim Bureau Chief – Melanie Schuster

GENERAL UPDATE

The development team is currently managing over \$22 million in development projects. As we look back at 2021, we are well into the design, bidding, and even construction efforts for a majority of the extra \$3 million in State surplus funding and the \$1.3 million in CARES Act 2.0 projects have been closed out. Lucas Wingert, Serena Newman, and Joel Halfhill succeeded in a monumental task by completing the CARES Act 2.0 projects prior to December 31, 2021. The development team is currently managing 58 active projects statewide per the project phases shown below.

Development Projects per Project Phase



A major accomplishment this past quarter has been closing out a large number of lingering projects which will help free up the teams’ efforts for new projects. Even though it is winter several projects are currently out to bid and starting construction to get a head start on next year. The development team is currently working diligently in planning efforts to get a jump start on next years projects that will be funded in July as well as plan for the infusion of \$45 million in ARPA funding in the upcoming years. Planning is underway to determine how best to meet timelines, achieve metrics for new development, all while completing the largest amount of deferred maintenance possible. We look forward to making a lasting impact by creating new and exciting spaces while catching up on maintenance to help our staff in their day-to-day operations efforts.



NORTH REGION

Project Number and Name

Current Status

310102 – Priest Lake Shafer Cabin Elec & Plumbing Repairs

Construction

Amendment signed and construction started. Dock installed this fall. Construction will continue in the spring with hopes to be done by Memorial Day depending on how early the site is accessible.



Priest Lake Shafer Cabin Elec & Plumbing Repairs – New Septic Tank

310111 – Priest Lake Repair Shower House

Construction

CoyotePak has completed demolition, repaired water damage, and is working on tile installation. Expected Spring 2022 completion.

310112 – Priest Lake Campground Electrical Upgrades

Design

90% drawings complete. Existing funding is not adequate for both loops. Bidding in early spring with construction scheduled for Fall 2022.

310321 – Round Lake Campground Improvements

Scope Development

Working with Engineering team on scope and budget.



Project Number and Name

Current Status

310411 – Trail of CDA Restripe Trail & Parking
In scope development, pending on new park management.

Scope Development

310412 – Trail of CDA Land Acquisition & Const Maint. Shop
City of Kellogg staff presented the draft economic study findings to their Council in late September. The study is being finalized but had a scenario where an RV Campground is recommended. IDPR, City of Kellogg, and DEQ met in January and the city does not want to proceed with a RV campground. The city has requested that IDPR move the shop. IDPR & DEQ are vetting next steps.

Scope Development

310611 – Old Mission Church Porch Repair, Path Repair & Lift Replacement
Design-Build contract has been executed and team is finalizing design, schedule, and construction costs. Pricing received and total scope is beyond project budget. Proceeding at this point with order and install of lift. Lift to arrive in winter and be installed in the spring. Depending on additional funding options, all remaining items will be completed together when funding is available.

Design

310814 – Heyburn Replace Chatcolet Restroom
Construction contract awarded to Ditches Unlimited. Toilet building ordered from CXT. Installation set for Spring 2022.

Bidding

310815 – Heyburn Replace Lake View Cottage Foundation
Project bid 9/15/21 with no bids. Currently discussing project with various contractors and engineer to determine if any contractor would be willing to build the project and if not, what design changes would encourage bidding of the project. Reroof has been completed. Project to be rebid with design changes in spring 2022.

Design



Heyburn Replace Lake View Cottage Foundation – Existing Foundation



Project Number and Name

Current Status

310816 – Heyburn Lodge Remodel (State Surplus)
Design complete and submitted to Building Safety for Plan Review. Current pricing is over the project budget. Project will be reviewed for elements that can move forward within the current funding in anticipation of additional funding sources in the future.

Bidding

310824 – Heyburn Rocky Point. Fuel Dispenser Replacement
New FY22 Project. Scope in development.

Scope Development

310872 – Heyburn Chatcolet Campground Renovations
There are some minor items to complete in the spring of 2022.

Close Out

310924 – CDA Parkway Rehabilitate & Vault Toilets
New FY22 Project. Scope in development.

Scope Development

320181- McCroskey Redtail Primitive Campground & Shelters
Survey and test pits complete at new day use shelter location. Working on cultural resources and shelter design. Turnaround widened at new campground.

Design

320212 – Dworshak Repaint Group Camp Buildings
Project delayed due to manpower shortage. Work is scheduled for Spring 2022.

Construction

320213 – Dworshak Upgrade Shower House Plumbing
The project is complete except for the tile work. The project will be completed when the back ordered tile is received.

Construction



Dworshak Upgrade Shower House Plumbing



<u>Project Number and Name</u>	<u>Current Status</u>
320215 – Dworshak Replace Freeman Creek Water Lines Project drawings are 100% complete. Submitting to Army Corps of Engineers for review. Bidding in Spring 2022 with Fall 2022 construction.	Design
320222 – Dworshak Water Filtration System Upgrade Discussing scope with Keller Engineers. Plan to execute contract January 2022.	Scope Development
320311 – Hells Gate Repair & Resurface Trails Received Army Corps of Engineers approval. Bid in Spring 2022.	Scope Development
320312 – Hells Gate Remodel Marina Restroom Insufficient funds. Rebid project Summer 2022.	Bidding
320321 – Hells Gate Sewer System & Facility Upgrade Working on scope and budget for design with Keller Associates.	Scope Development
320392 – Hells Gate Marina Mooring Dock Replacement 404 Permit expected February 2022. Project bidding February 2022.	Design



SOUTH REGION

<u>Project Number and Name</u>	<u>Current Status</u>
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330111 – Ponderosa Re-Engineer Lakeview Cabin Roof Structures Upper roofs have been reframed and new roofing installed. Interior replacement of ADA shower to be completed in January when parts arrive.	Construction
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Ponderosa Re-Engineer Lakeview Cabin Roof Structures – Roof Reframing Under Construction

330113 – Ponderosa Shed Replacement New Project from of the office of insurance. A storage shed for equipment collapsed in Winter 2021 and Development will be running the replacement project. This project has been submitted to DBS for plan approval and it is currently in the proposal stage. Construction slated for late Spring 2022.	Bidding
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330121 Ponderosa Blackberry Loop Water & Elec Upgrades LWCF funding approved. Reviewing THPO requirements. Will bid Spring 2022.	Design
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330211 – Eagle Island Pump House Replacement Replacement pump arrived damaged. Awaiting new pump to complete repairs.	Construction
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330212 – Eagle Island Sewer & Water Design Design on hold pending LWCF/RV funding. Reviewing additional water rights proposal from TO engineers.	Design
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<u>Project Number and Name</u>	<u>Current Status</u>
330511 – Bruneau Observatory Parking & Pathway Repair Project will be combined with the Observatory Replacement project.	Design
330512 – Bruneau Staff Housing Pilot Program Design work will start on site work and a pre-manufactured housing solution with additional funding proposed in FY23 to complete the project.	Design
330513 – Bruneau Dunes Observatory Replacement (State Surplus) Design is close to completion. Project will bid late winter/spring 2022.	Design
330521 – Bruneau Dunes Observatory Repairs This project started in November 2021. Progress has been delayed due to the original casters having been evidently modified. Replacement casters are not available so modifications to existing casters will be done. All casters will be removed mid-January 2022, with completion slated for mid-February 2022.	Construction
330612 – Three Island Trailside CG Electrical Upgrades Project under construction. Substantial completion March 2022.	Construction
330711– Lake Cascade Replace Blue Heron Rest Room Pending arrival of prefab unit, construction is scheduled to begin in May 2022.	Construction
330764 – Lake Cascade Blue Heron & Van Wyck Docks/Pilings Design/Build contract with HDB Marine to replace Blue Heron Docks has been awarded. Design in progress. Failing anchor cables replaced in December.	Design



Lake Cascade Blue Heron & Van Wyck Docks - Current Docks at Blue Heron



Project Number and Name

Current Status

330771 – Lake Cascade Pelican Cove Day Use ADA Improvements & CXT
This project is being merged with Crown Point.

Design

330781 – Lake Cascade Crown Point Docks
Design/Build contract with HDB Marine to replace Crown Point Docks has been awarded. Design in progress.

Design



Lake Cascade Crown Point Docks – Existing Condition



EAST REGION

Project Number and Name

Current Status

340303 – Thousand Springs Visitor Center

Construction

Substantial Completion issued October 26, 2021. Staff have moved into the building. The contractor has been issued a final deadline to complete punchlist items by 2/15/22 at which time an alternate contractor will be hired to complete any remaining punchlist items. It has been decided to go out for a Design Build RFQ to select an interpretive designer to complete the design and installation of the interpretive package.



Thousand Springs Visitor Center – Patio View



Project Number and Name

Current Status

340311 – Thousand Springs Ritter Island Barn Reroof
Reroof preconstruction meeting held on January 12 with construction starting January 17. Project to be complete Spring 2022.

Construction

340322 – Thousand Springs VC Exhibits
It has been decided to go out for a Design Build RFQ to select an interpretive designer to complete the design and installation of the interpretive package.

Design

340381 – Thousand Springs Ritter Island Refurbish Pink House
Final drawings have been submitted for plan review and the project is out to bid with bidding end of January.

Bidding



Ritter Island Refurbish Pink House – Existing Condition

340393 – Thousand Springs Billingsley Entrance Road
This project has been combined with ongoing project 340303
Thousand Springs Visitor Center.

Construction



Project Number and Name

Current Status

340395 – Thousand Springs Billingsley Creek Campground
Project is approximately 20% complete. Mass grading is complete and sewer line and manholes are being installed. IDPR region crew did trenching for the Idaho Power conduit, conductors, and transformer installation. Water line installation is to begin in January 2022. Project is scheduled to be complete in August 2022.

Construction



Thousand Springs Billingsley Creek Campground - On-site Materials & Sewer Line Installation

340399 – Billingsley Creek Dev Phase 1
This project is combined with 340395

Construction

340512 – Castle Rocks New Vault Toilet
Utilities have been installed. Awaiting delivery of Shower/Restroom premanufactured building, installation scheduled for Spring 2022.

Construction

340513 – Castle Rocks Sheridan Acquisition (State Surplus)
Property acquisition terms being worked thru with NPS, The Conservation Fund and IDPR. The Environmental Assessment has started.

Scope Development

340514 – Castle Rocks VC HVAC Upgrades
DPW Delegated project. HVAC units are currently on back order. New HVAC unit installation scheduled for Spring 2022. A temporary repair has been made to keep the existing HVAC system running until new units arrive.

Construction

340611 – Lake Walcott Boat Ramp RR Repair
Bid has been awarded and the project is under construction. Final Completion is set prior to Memorial Weekend 2022.

Construction



<u>Project Number and Name</u>	<u>Current Status</u>
350311 – Bear Lake CG Loop Upgrades Phase 2 Farren Engineering working with RMP for electrical loads, final drawings are pending following information from utility. Project to bid Spring 2022.	Design
350321 – Bear Lake East Beach Campground Water Upgrades Preliminary drawings from Farren Engineering expected to be complete by end of January 2022. Project to bid Spring 2022.	Design
360102 – Harriman Scovel Center Winterization Service HVAC contractor inspected the site in January. Engineering will be completed for project pricing. Full scope of project more than funding. Additional funding will be needed for project completion.	Design
360122 – Harriman Historic Ranch Septic System Inspection Parkers Septic is working on mapping and assessment. Completion will be dependent on weather conditions.	Scope Development
360271 – Henrys Lake Rest Room Remodel at Boat Launch Fish Cleaning Project is out to bid with bids due in early February. Construction is planned to start in mid-June.	Bidding
360512 – Land of Yankee Fork Skylark Mine Trail Repairs Project issued to contractor. Late Fall 2021 start of construction has been delayed due to additional earthquake activity which increased the scope of work. Project will be rescheduled to start when weather allows.	Award
360513 – Land of Yankee Fork General Rehabilitation (State Surplus) Project in scope development. Scope development will proceed pending completion of Wells Fargo reroof project.	Scope Development
360582 – Engineer Evaluation Bayhorse Building Stabilization The roofer has removed the existing roof and the mason has rebuilt the top of the walls in preparation for the new roof to be installed. Masonry walls reframed, roofing framed, and roof metal installed. Roofing work complete. Contractor will need to stain new wood and make minor masonry repairs in Spring 2022.	Construction

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

AGENDA
Idaho Park and Recreation Board Meeting
February 23-24, 2022
IDPR Headquarters
5657 Warm Springs Ave.
Boise, ID 83716

AGENDA ITEM: **FY 2022 2nd Quarter Financial Reports**

ACTION REQUIRED: **Information Only**

PRESENTER: **Steve Martin**

PRESENTATION

Attached are the second quarter financial reports for fiscal year (FY) 2022. The information presented reflects an overview of the department’s revenues, expenditures, and cash balances along with a summary of the Passport Program.

- Page 2 – FY 2022 Financial Statement / Budget Status as of 12/31/2021
- Pages 3-6 – FY 2022 Y-T-D Park Operations Revenues / Expenditures
- Pages 7-13 – FY 2022 Cash Balances as of 12/31/2021
- Page 14 – FY 2022 Y-T-D Passport Program Revenue

While the year-to-date revenue forecast is positive, it should be noted that the significant increase in revenue shown in these reports is largely attributable to timing and irregular revenue posting during the first six months of FY 2021. The Aspira reservation system was shut down from October to mid-December 2020 for pricing and site-type upgrades. When we reopened for reservations, we booked a significant portion of the entire 2021 summer camping season within a few weeks, but that revenue was not collected and recognized until January 2021. We expect to see these large percentage increases flatten considerably in the third quarter of FY 2022. It will likely take a full year comparison before we can understand the impact of recent fee increases.

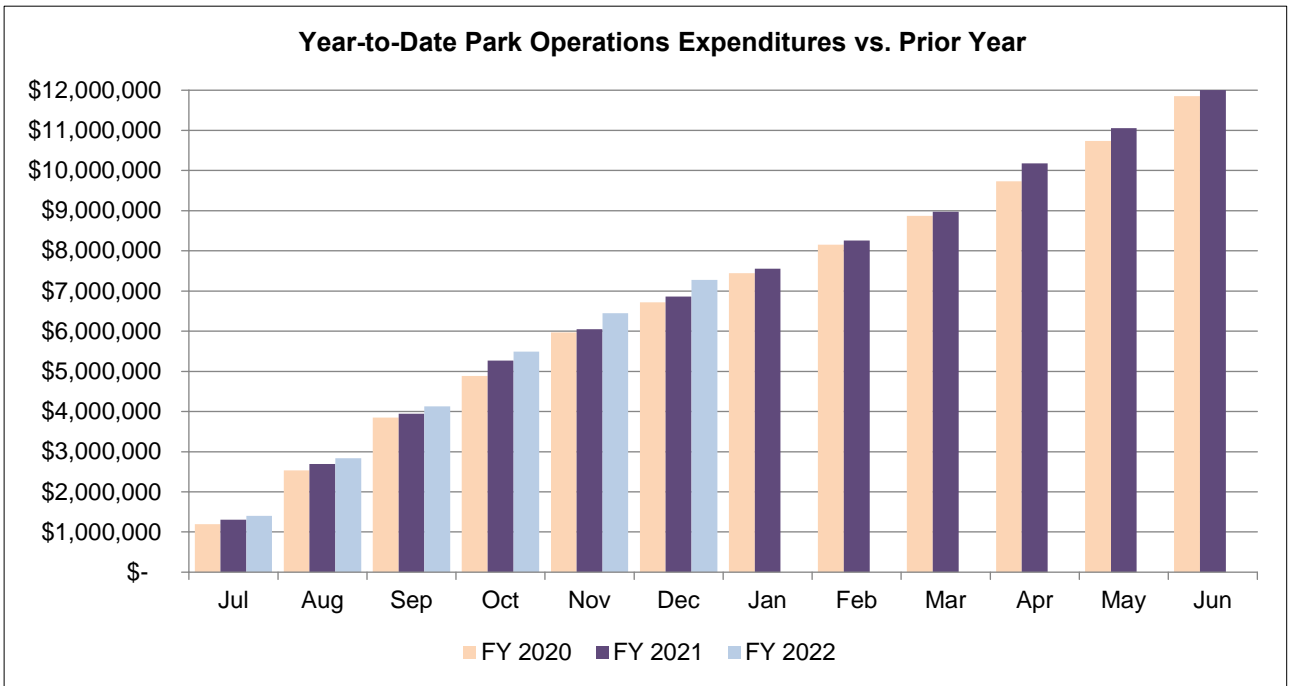
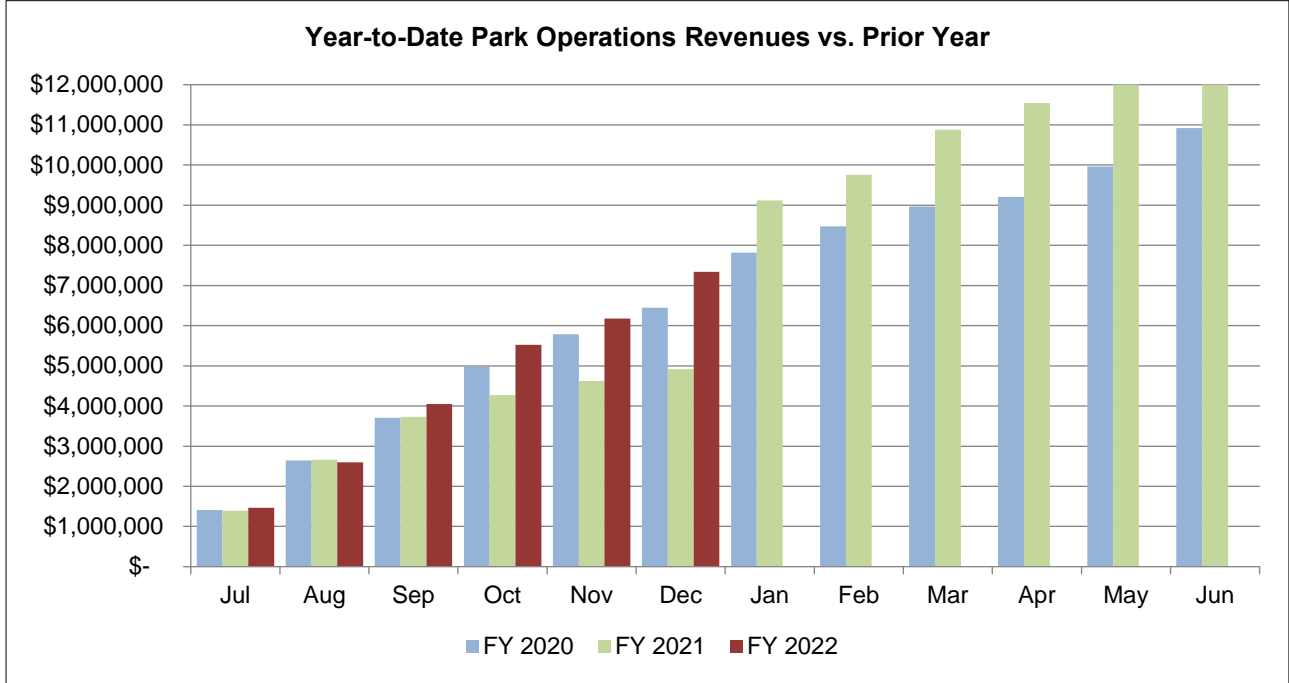
STAFF RECOMMENDATIONS

This item is for information only.

**Idaho Department of Parks and Recreation
FY 2022 Financial Statement / Budget Status
as of December 31, 2021**

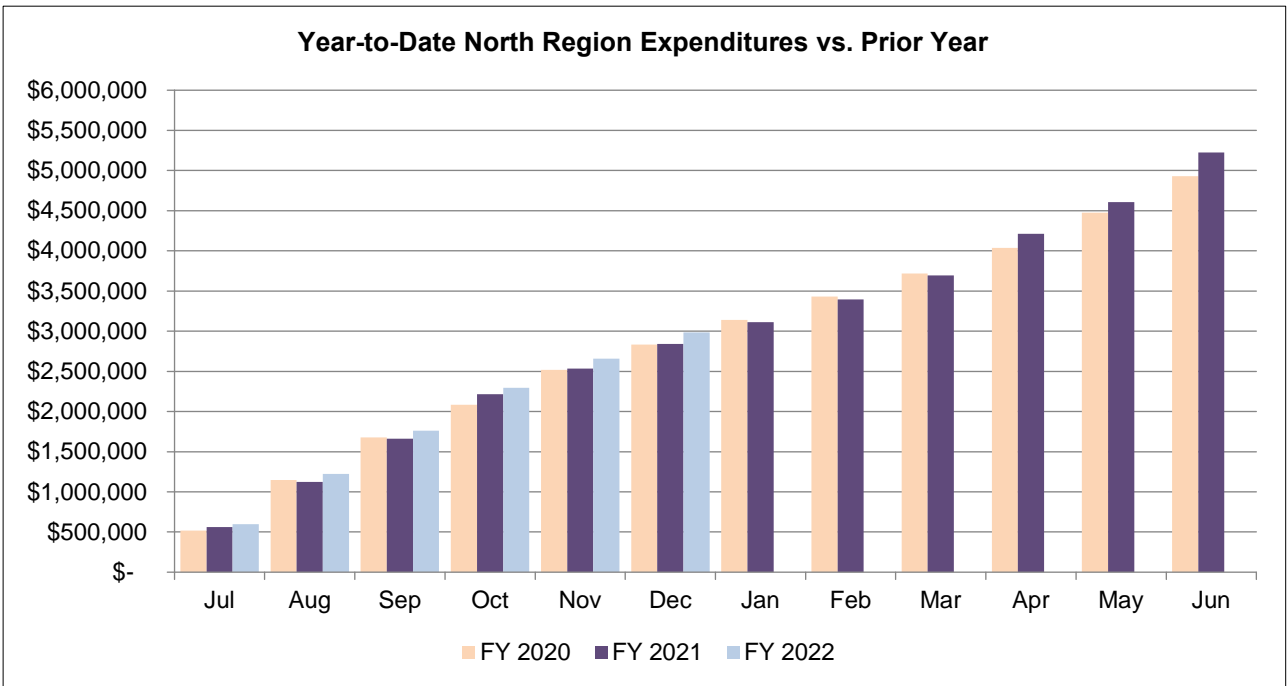
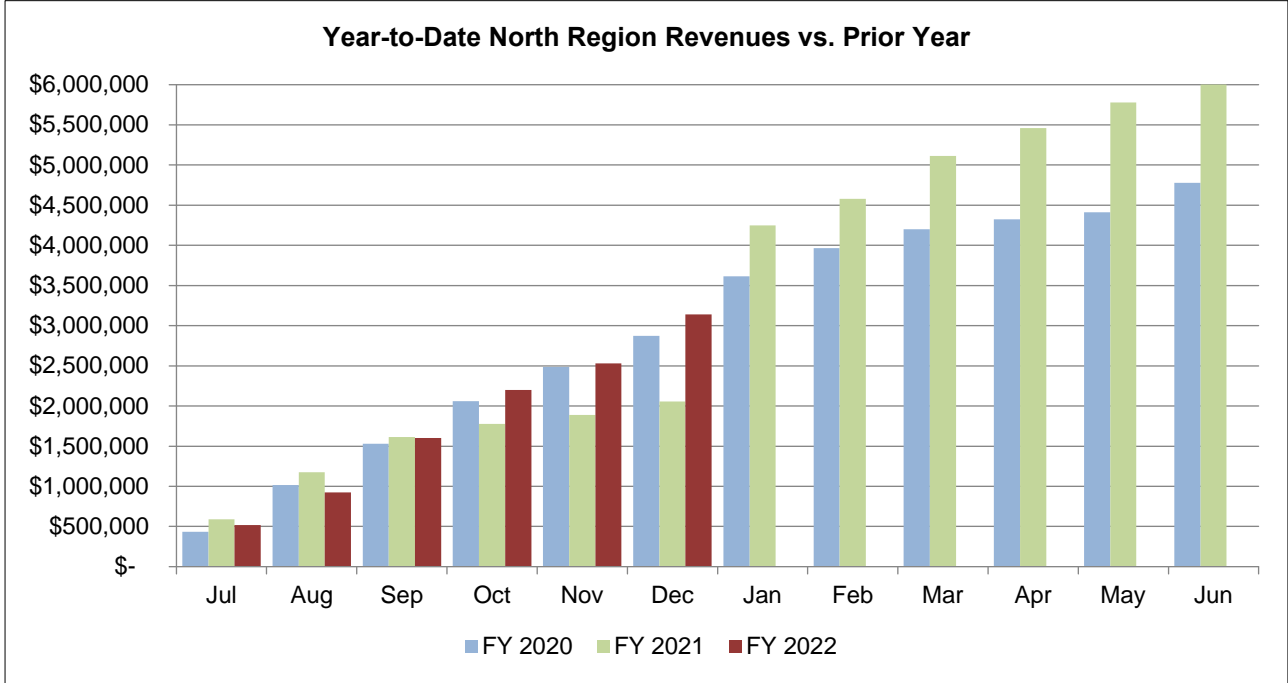
Program/Object	Appropriation	Expenditures	Encumbrances	Balance	% Remaining
Management Services					
Personnel Costs	\$ 2,728,500	\$ 1,220,674	\$ -	\$ 1,507,826	55.3%
Operating Expenditures	2,747,200	919,216	-	1,827,984	66.5%
Capital Outlay	21,700	3,041	-	18,659	86.0%
Trustee & Benefit	13,561,800	2,826,354	6,729,823	4,005,624	29.5%
Subtotal	\$ 19,059,200	\$ 4,969,284	\$ 6,729,823	\$ 7,360,093	38.6%
Park Operations					
Personnel Costs	\$ 11,331,300	\$ 5,668,425	\$ -	\$ 5,662,875	50.0%
Operating Expenditures	6,273,817	3,443,609	-	2,830,208	45.1%
Capital Outlay	1,329,305	119,310	-	1,209,996	91.0%
Trustee & Benefit	1,427,500	12,237	-	1,415,263	99.1%
Subtotal	\$ 20,361,922	\$ 9,243,581	\$ -	\$ 11,118,342	54.6%
Capital Development					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	-
Operating Expenditures	-	-	-	-	-
Capital Outlay	22,449,984	4,486,749	-	17,963,235	80.0%
Trustee & Benefit	-	-	-	-	-
Subtotal	\$ 22,449,984	\$ 4,486,749	\$ -	\$ 17,963,235	80.0%
Total	\$ 61,871,106	\$ 18,699,613	\$ 6,729,823	\$ 36,441,670	58.9%

**Idaho Department of Parks and Recreation
Park Operations - All Funds
Year-to-Date Revenues and Expenditures
December 31, 2021**



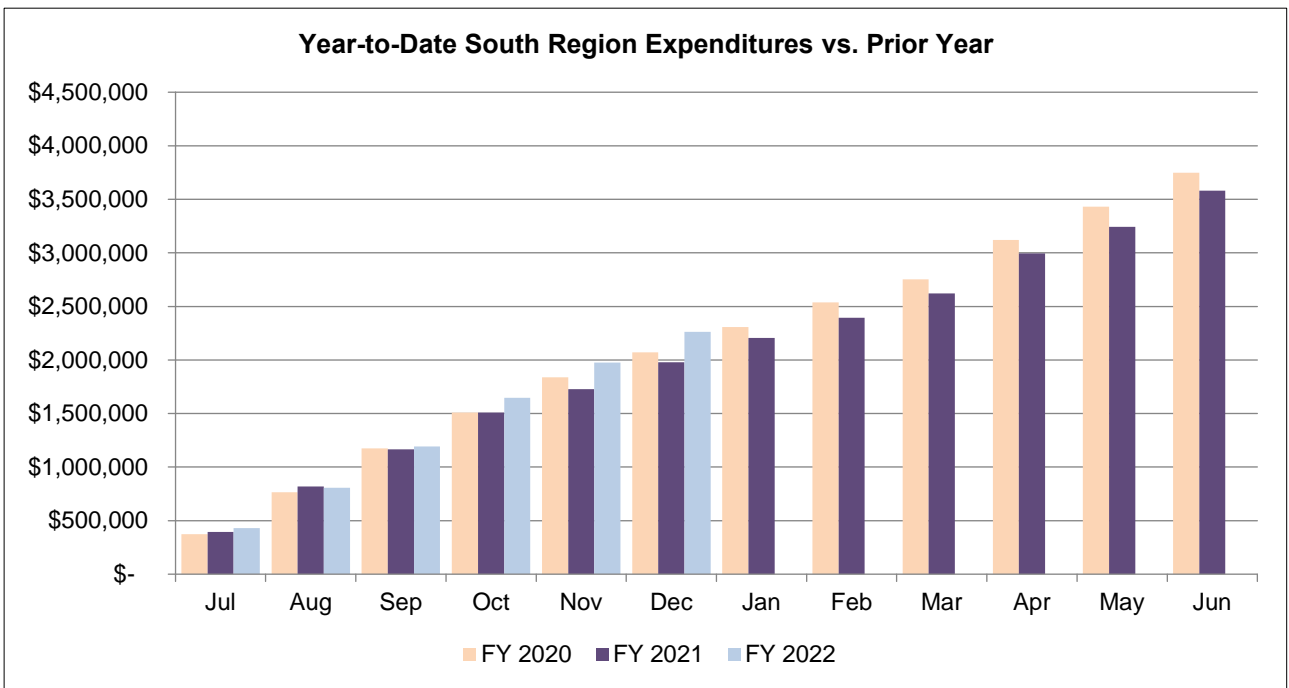
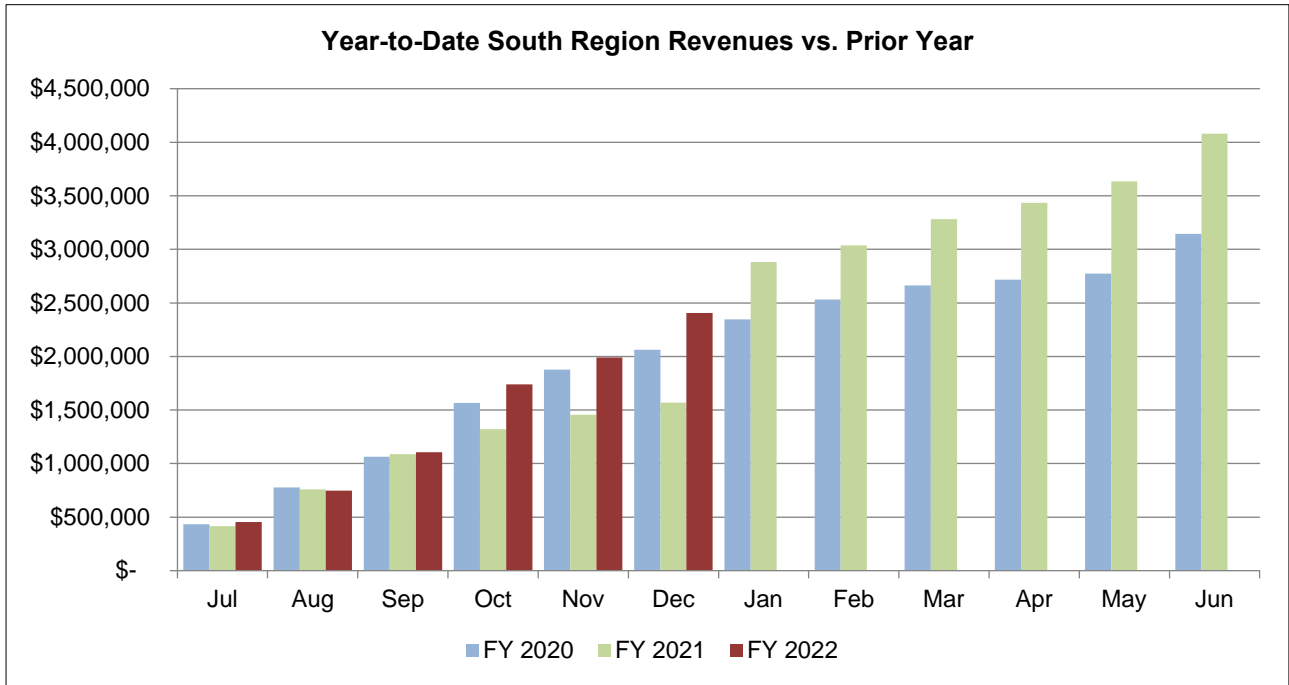
- All Park Operations fiscal year-to-date revenues are up \$2.4 million (49.2%) compared to FY 2021
- All Park Operations fiscal year-to-date expenditures are up \$419,800 (6.1%) compared to FY 2021

**Idaho Department of Parks and Recreation
North Region - All Funds
Year-to-Date Revenues and Expenditures
December 31, 2021**



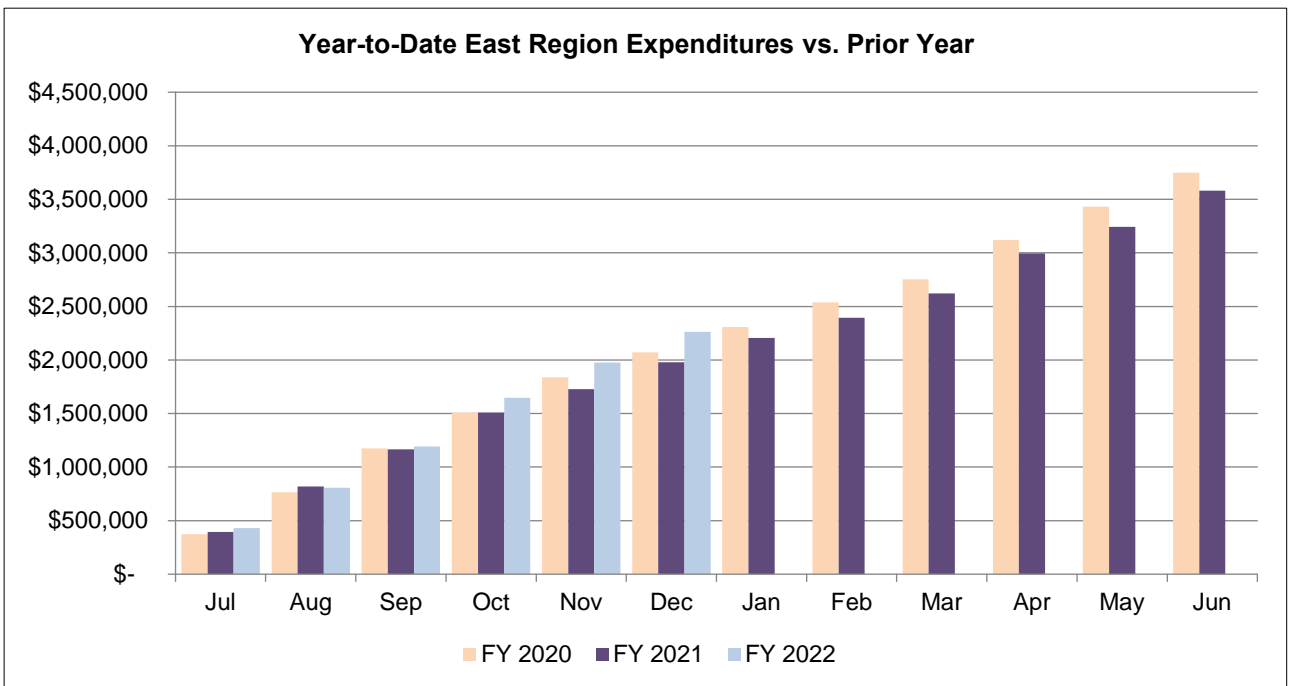
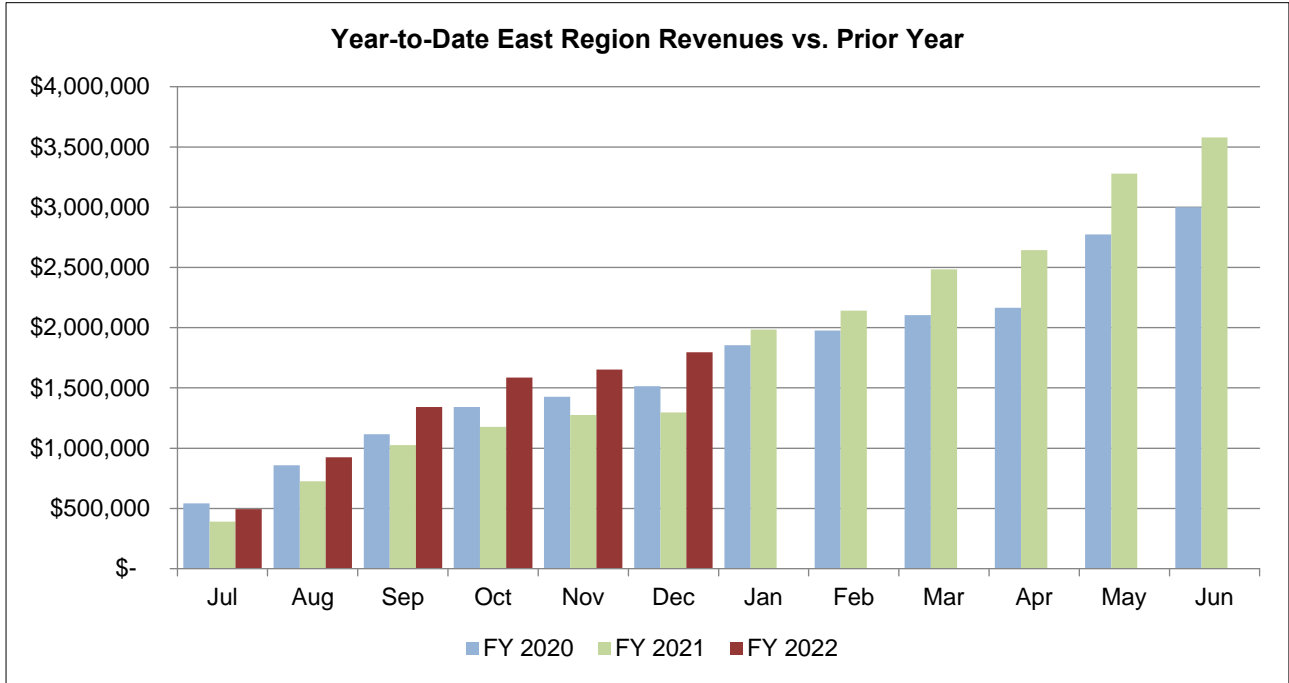
- North Region fiscal year-to-date revenues are up \$1.1 million (52.9%) compared to FY 2021
- North Region fiscal year-to-date expenditures are up \$143,500 (5.0%) compared to FY 2021

**Idaho Department of Parks and Recreation
South Region - All Funds
Year-to-Date Revenues and Expenditures
December 31, 2021**



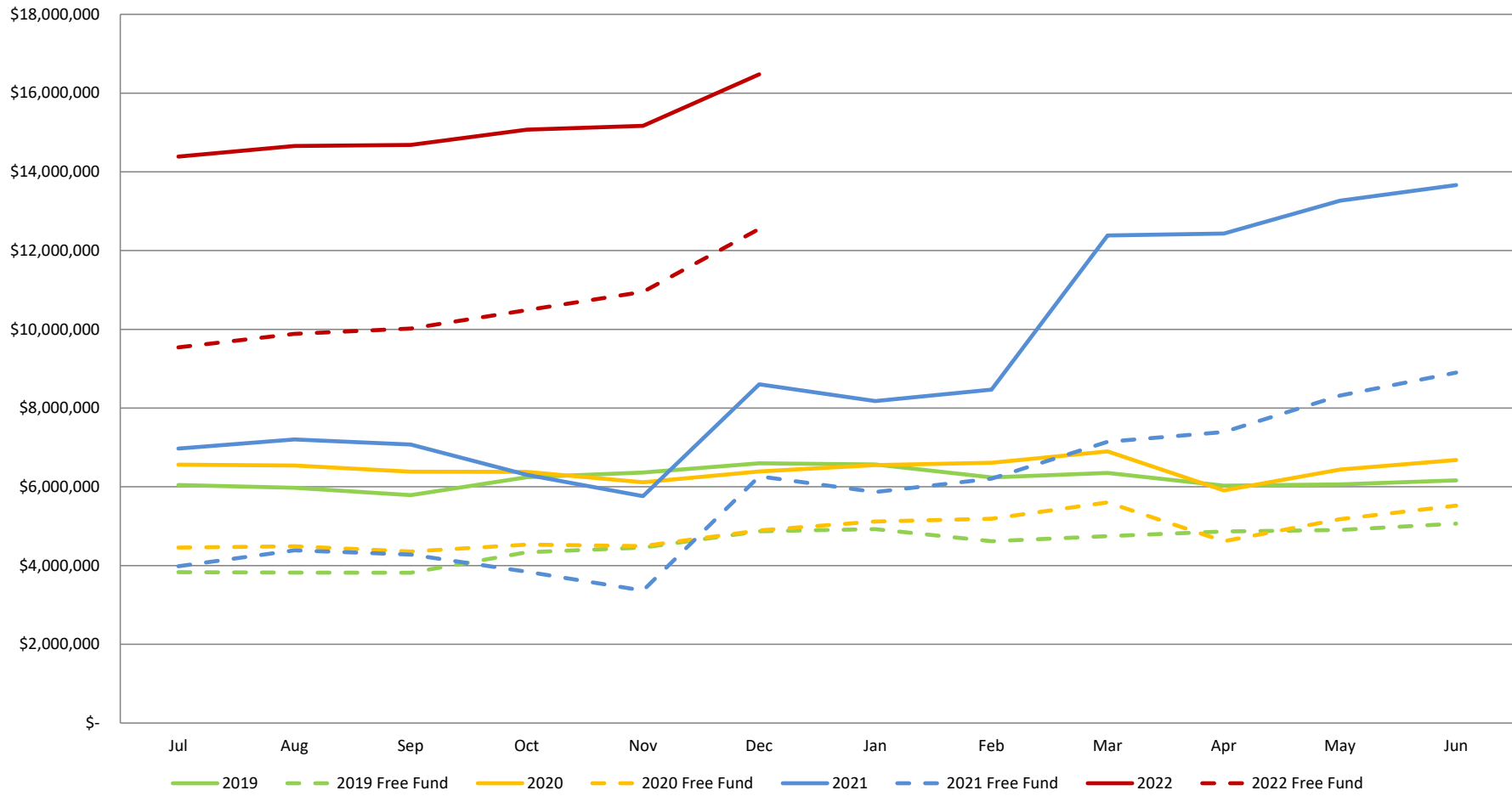
- South Region fiscal year-to-date revenues are up \$836,100 (53.2%) compared to FY 2021
- South Region fiscal year-to-date expenditures are up \$283,300 (14.3%) compared to FY 2021

**Idaho Department of Parks and Recreation
East Region - All Funds
Year-to-Date Revenues and Expenditures
December 31, 2021**

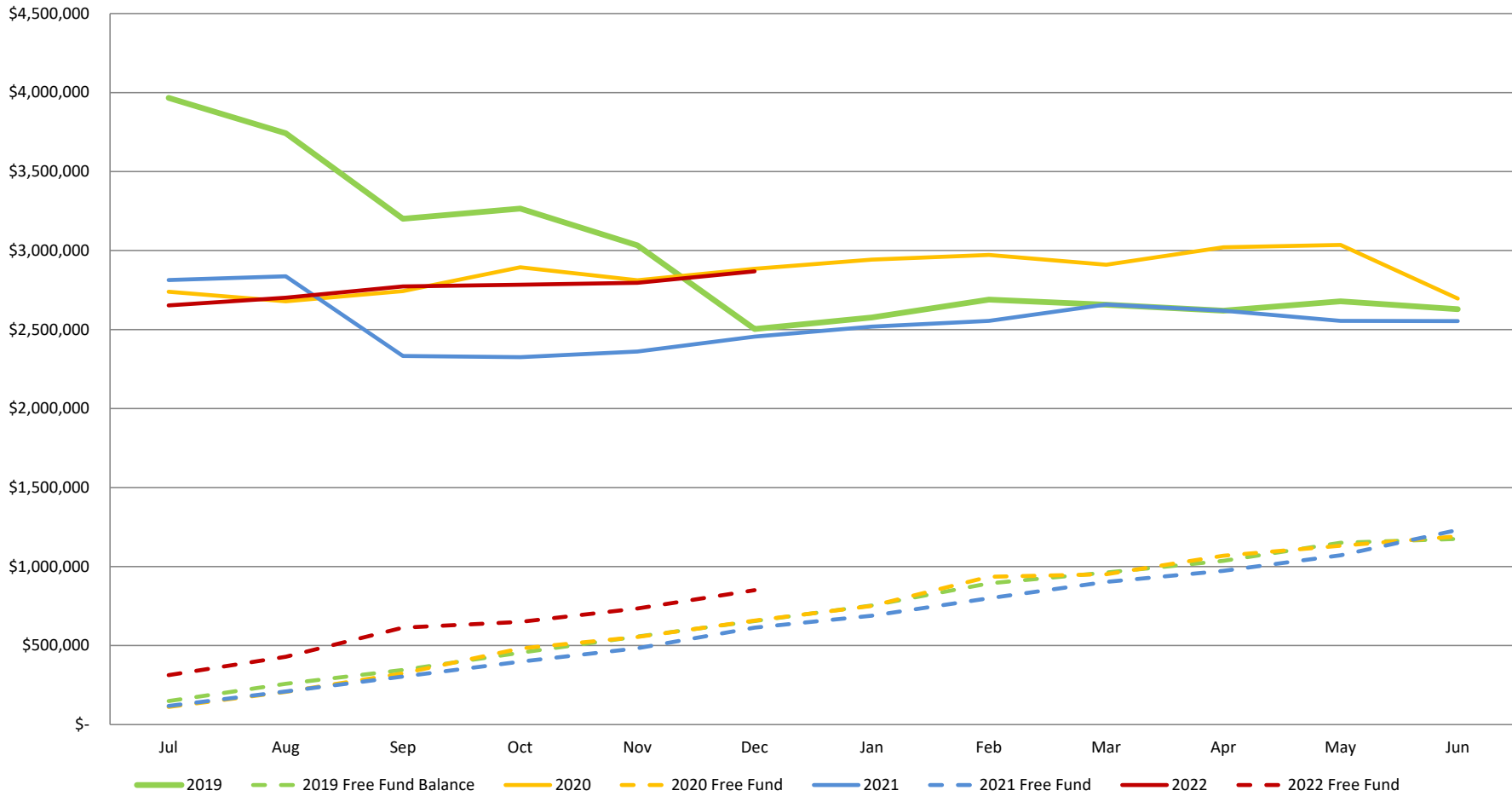


- East Region fiscal year-to-date revenues are up \$499,400 (38.5%) compared to FY 2021
- East Region fiscal year-to-date expenditures are down \$7,000 (-0.3%) compared to FY 2021

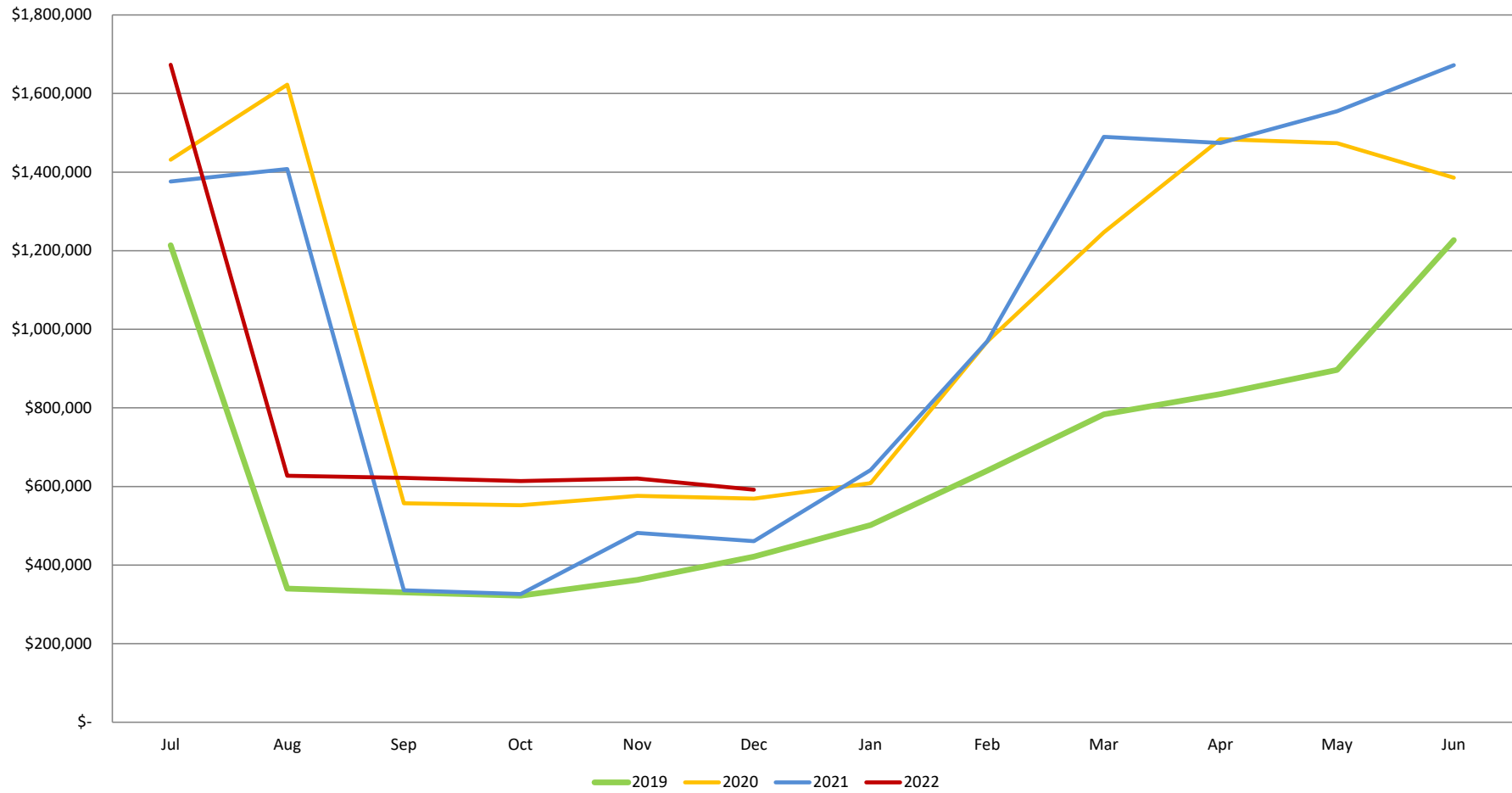
**Idaho Department of Parks and Recreation
Cash Balance Trend - Parks and Recreation Fund (0243)
December 31, 2021**



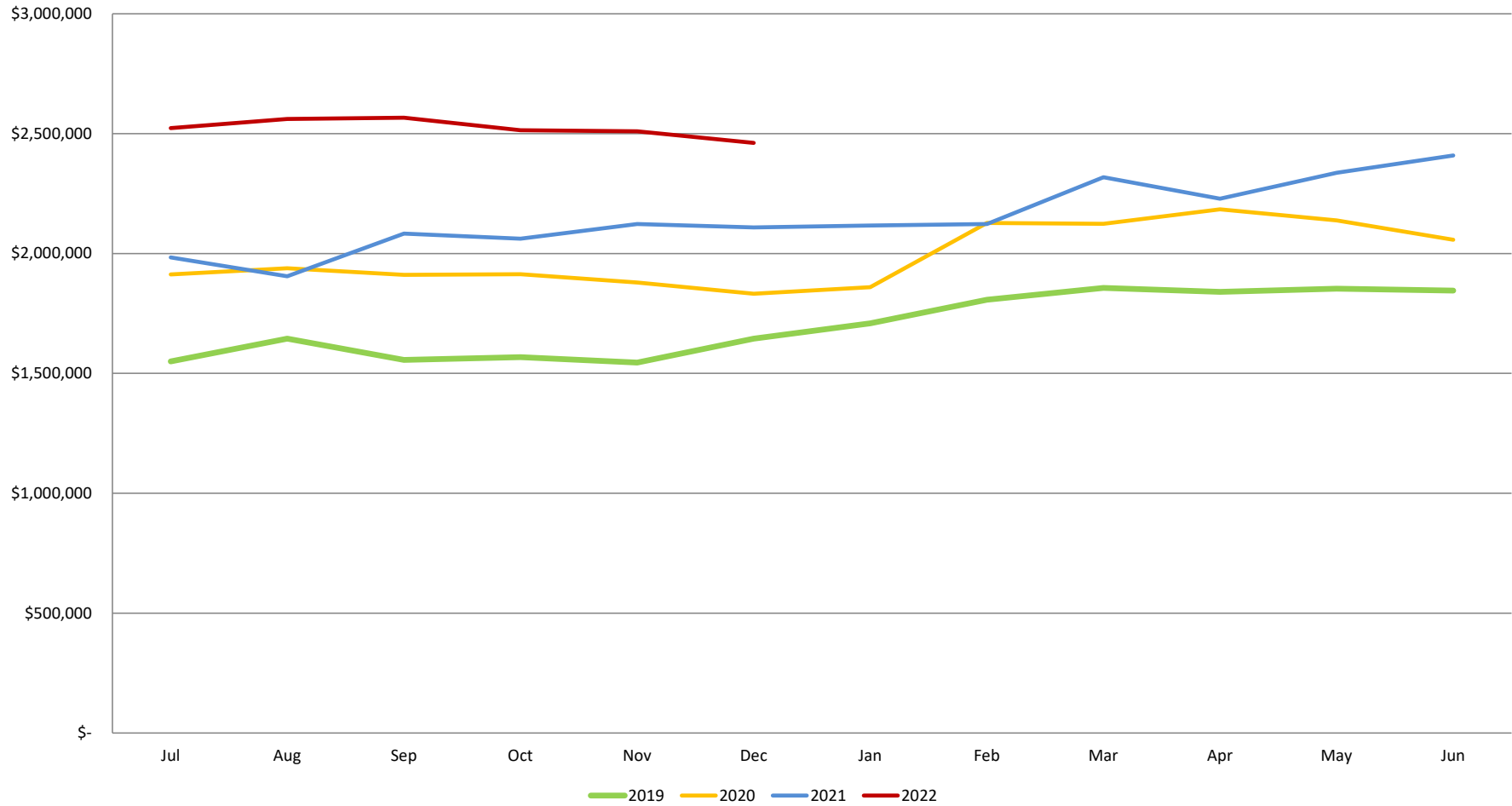
**Idaho Department of Parks and Recreation
Cash Balance Trend - Recreational Fuels Capital Improvement Fund (0247.01)
December 31, 2021**



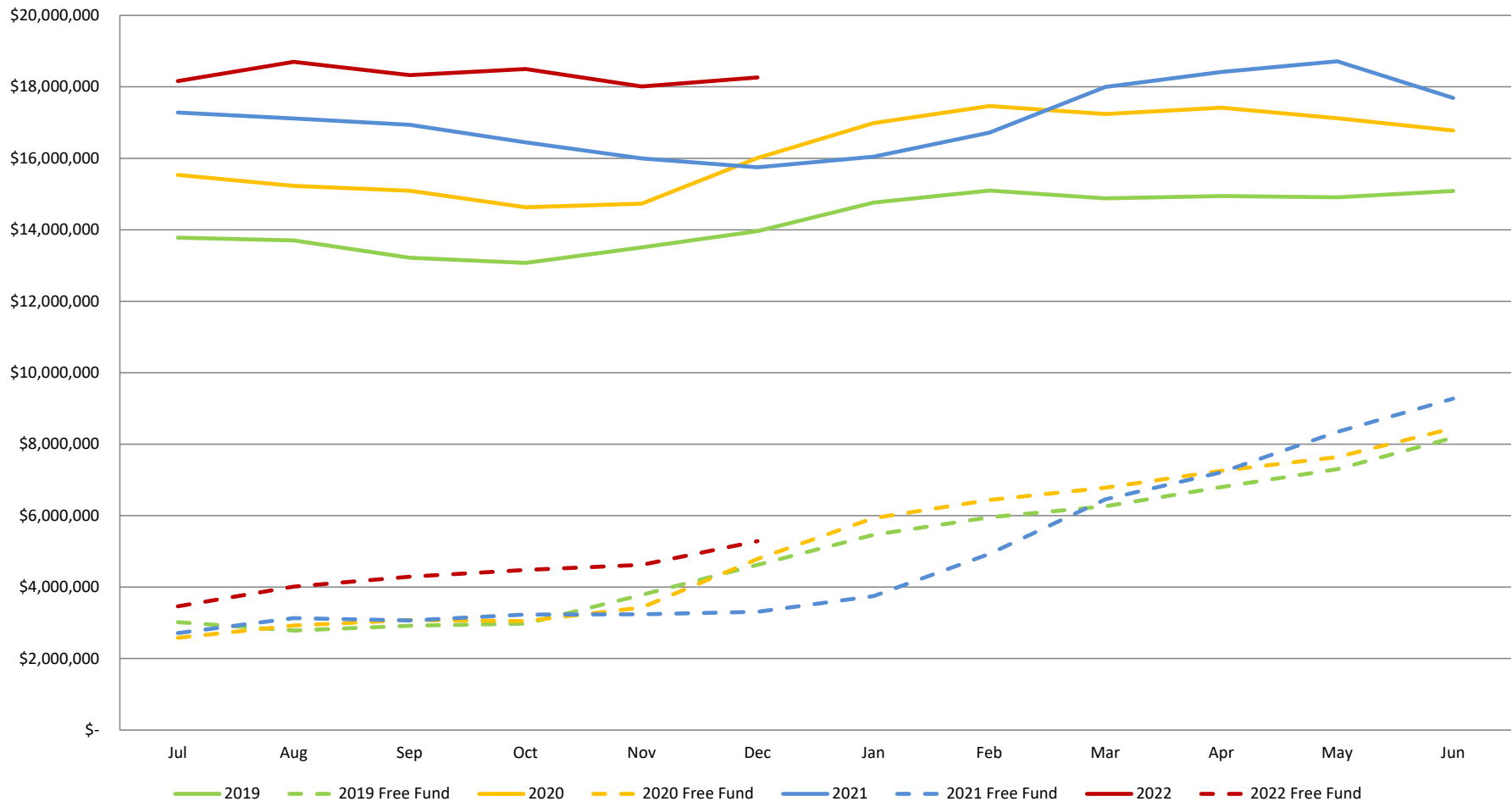
**Idaho Department of Parks and Recreation
Cash Balance Trend - Snowmobile Fund (0250.03)
December 31, 2021**



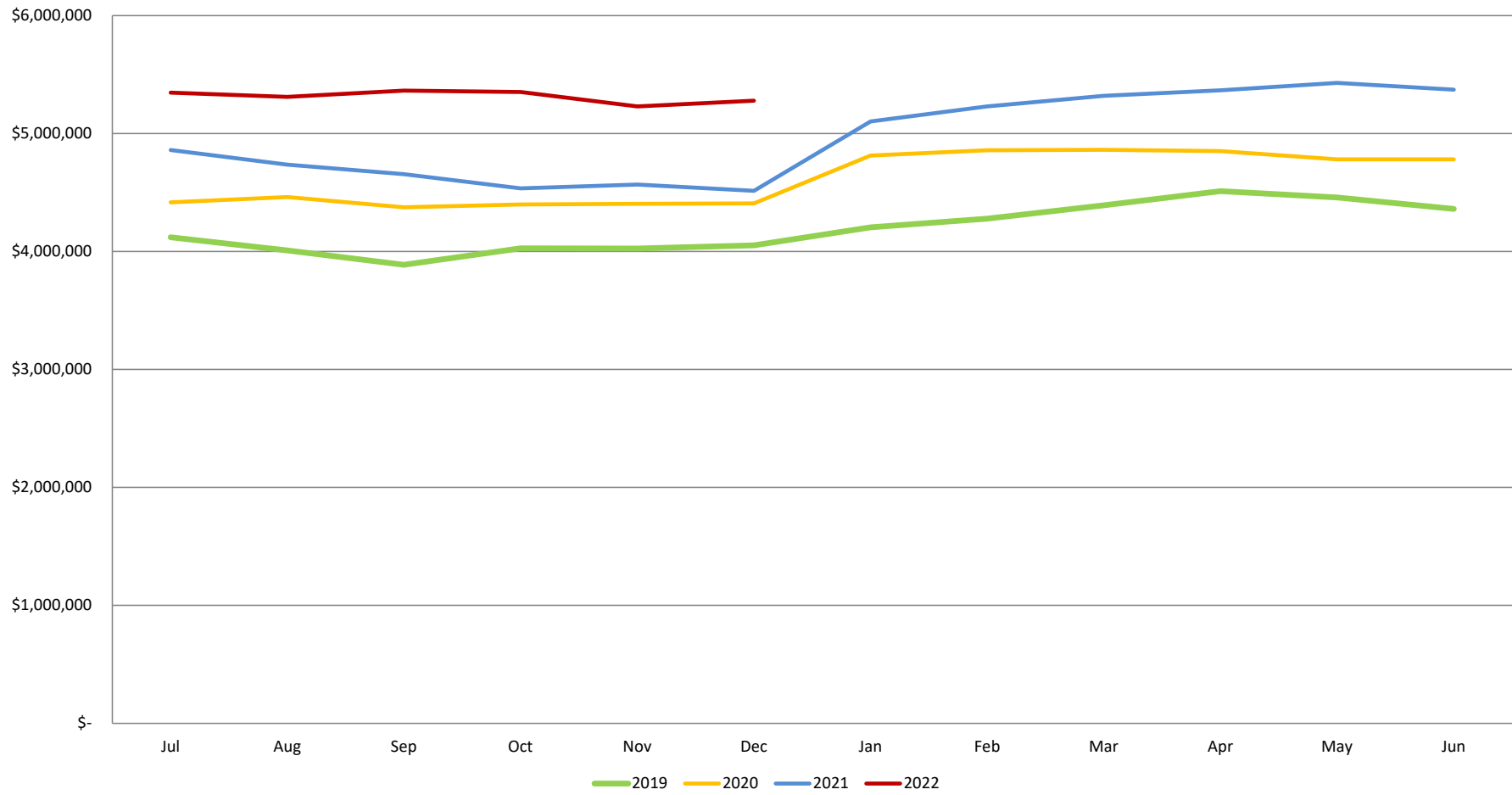
**Idaho Department of Parks and Recreation
Cash Balance Trend - Motorbike / OHV Fund (0250.04)
December 31, 2021**



**Idaho Department of Parks and Recreation
Cash Balance Trend - Recreational Vehicle Fund (0250.05)
December 31, 2021**



**Idaho Department of Parks and Recreation
Cash Balance Trend - Enterprise Fund (0410.01)
December 31, 2021**



Idaho Department of Parks and Recreation
Statement of Cash Balances - FY 2022
as of December 31, 2021

Fund	Description	Beginning Balance	Cash Inflows	Cash Outflows	Cash Balance	Encumbrances	Unobligated Fund Balance
0125	Federal Indirect Cost Recovery	\$ 180,458	\$ 74,755	\$ (158,754)	\$ 96,460	\$ -	\$ 96,460
0243	Parks and Recreation Fund	13,663,522	9,312,963	(6,500,619)	16,475,867	28,000	16,447,867
0243.02	Parks & Rec - Registration Administration	2,937,918	497,725	(1,447,878)	1,987,764	-	1,987,764
0243.03	Parks & Rec - Sawtooth License Plate	-	38,407	(38,407)	-	-	-
0243.04	Parks & Rec - Cutthroat Wildlife Plate	62,732	29,399	(8,500)	83,630	48,694	34,936
0243.05	Parks & Rec - Mountain Bike	165,736	27,968	(17,380)	176,324	35,000	141,324
0247.01	Recreational Fuels - Capital Improvement	2,553,927	873,935	(559,363)	2,868,498	-	2,868,498
0247.02	Recreational Fuels - Waterway Improvement	2,939,350	873,935	(749,854)	3,063,430	1,338,100	1,725,330
0247.03	Recreational Fuels - Off-road Motor Vehicles	3,975,041	873,935	(394,894)	4,454,082	866,536	3,587,546
0247.04	Recreational Fuels - Road & Bridge	1,579,815	455,178	(420,642)	1,614,351	474,500	1,139,851
0247.06	Recreational Fuels - Administration	142,252	621,272	(337,232)	426,292	-	426,292
0250.01	Registration - State Vessel	293,475	1,167,326	(1,460,802)	(0)	-	(0)
0250.02	Registration - Cross Country Ski	152,818	1,263	(26,952)	127,130	-	127,130
0250.03	Registration - Snowmobile	1,672,149	58,803	(1,139,176)	591,776	-	591,776
0250.04	Registration - Motorbike	2,409,037	549,982	(497,488)	2,461,531	34,401	2,427,131
0250.05	Registration - Recreational Vehicle	17,687,263	2,936,560	(2,359,978)	18,263,845	7,248,056	11,015,789
0345	Federal CARES Act (COVID-19) ¹	-	1,300,000	(1,300,000)	-	-	-
0348	Federal Grant Fund ¹	952,442	2,605,111	(2,439,792)	1,117,762	3,963,491	(2,845,730)
0349	Miscellaneous Revenue	72,581	1,000	(12,888)	60,693	-	60,693
0410.01	Enterprise	5,372,739	1,303,338	(1,398,084)	5,277,994	-	5,277,994
0496.01	Expendable Trust - Park Donations ²	356,834	49,897	(2,271)	404,460	-	404,460
0496.02	Harriman Trust	1,230,934	136,721	(218,643)	1,149,011	-	1,149,011
0496.03	Park Land Trust	3,167,296	89,444	(275,410)	2,981,329	-	2,981,329
0496.05	Trail of the Coeur d'Alenes	533,312	177,330	(48,218)	662,424	-	662,424
Total		\$ 62,101,632	\$ 24,056,246	\$ (21,813,226)	\$ 64,344,652	\$ 14,036,778	\$ 50,307,874

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 2022
as of December 31, 2021**

Gross Revenue	FY 2021 December	FY 2022 December	Increase/ (Decrease)	% Change
1-Year Registrations	\$ 112,250	\$ 161,380	\$ 49,130	43.8%
2-Year Registrations	109,560	155,780	46,220	42.2%
Total	\$ 221,810	\$ 317,160	\$ 95,350	43.0%

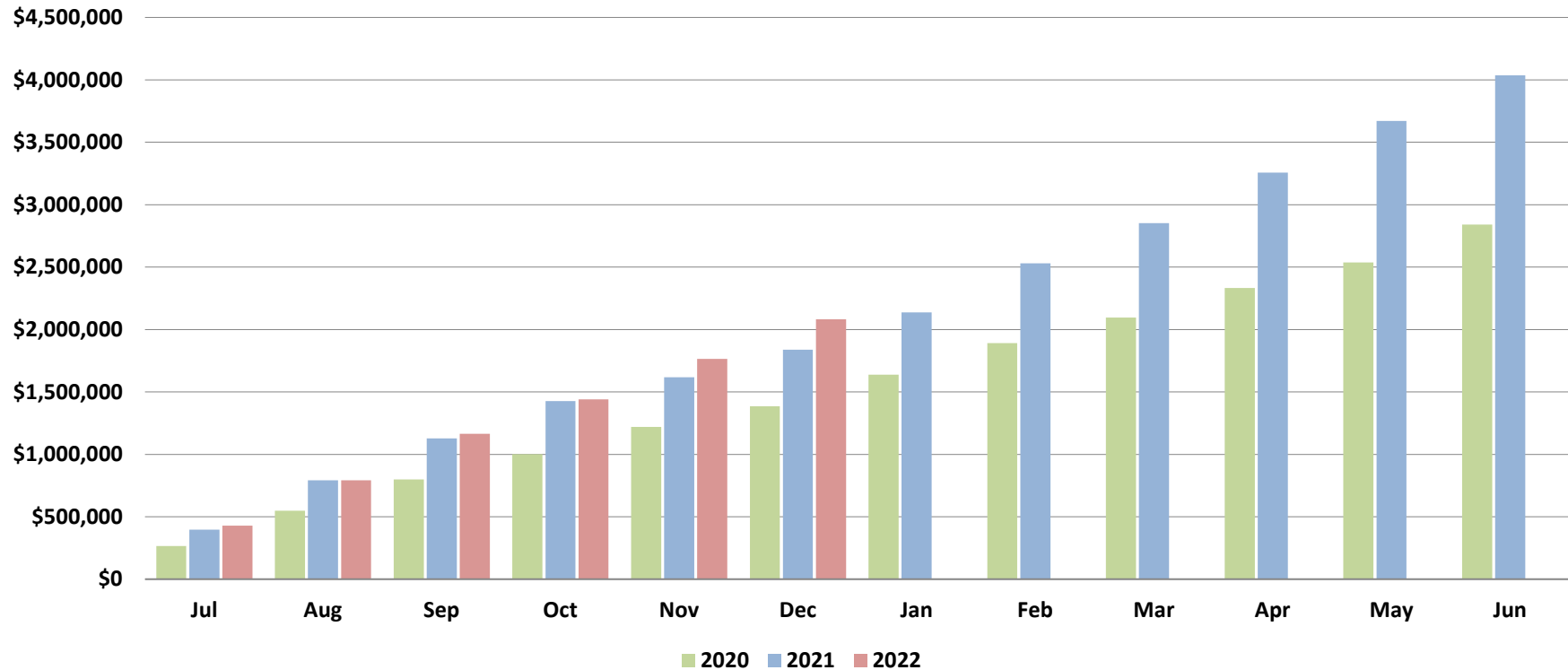
FY 2021 Y-T-D	FY 2022 Y-T-D	Increase/ (Decrease)	% Change
\$ 926,940	\$ 959,190	\$ 32,250	3.5%
912,520	1,122,330	209,810	23.0%
\$ 1,839,460	\$ 2,081,520	\$ 242,060	13.2%

Transactions

1-Year Registrations	11,225	16,138	4,913	43.8%
2-Year Registrations	5,478	7,789	2,311	42.2%
Total	16,703	23,927	7,224	43.2%

92,694	95,919	3,225	3.5%
45,626	56,117	10,491	23.0%
138,320	152,036	13,716	9.9%

Revenue Trend by Fiscal Year



**HUMAN RESOURCE REPORT
OCTOBER-DECEMBER 2021**

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

HR Unit’s Mission: IDPR’s human resources program strives to provide the best in human resource management by recruiting highly qualified candidates as well as diverse and motivated volunteer candidates. Working to maintain an environment that is safe, respectful of each individual and clear in expectations.

HUMAN RESOURCES: Debbie Hoopes, Human Resource Officer

- Provide management of human resource and volunteer functions agency wide.
- Assist management with interviews for vacant positions and ensure talent is deployed to work units in timely manner.
- Manage the updates to the Department’s Random Drug Test program to ensure compliance.
- Volunteer recruitment and networking continue year-round.
- Monitor IT security training and Respectful Workplace Training per state requirement to ensure compliance.
- Updated SharePoint to add relevant information.
- Continue to work with IDPR staff to provide guidance for COVID-19 questions and issues.
- Work with LUMA Capital Human Management team to ensure IDPR has representation for design and implementation slated for 2023. These meetings include areas such as absence management, benefits, occupational health, safety management, employee relations, talent acquisition, development planning, goal management, and performance management.
- Monitor Worker’s Compensation claims and provide coordination among employees, management, and State Insurance Fund for progress and return to work information. Review of safety committee information and documentation. Review of Incident Reporting System which is provided to regions to attempt to mitigate accidents and ensure safety of all staff and volunteers.
- Work closely with DHR to ensure COVID-19 employer/employee issues are addressed. Continued to be point of contact for problem solving related to COVID issues with employees/seasonal/volunteers. Work with employees experiencing COVID-19 related issues that may require telework, and flexible work schedules.
- Coordinated and provided training for HQ all staff meeting, South/East and North Region.

Worker’s Compensation Data for 2017-2021 (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	27	\$6,3990	\$26,179	\$133,993	12

*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	29	*19.9%	14.9%
2020	144	154	149.0	17	11.7%	15.0%
2021	146	144	145	23	15.8%	18.9%
2022	147	143	145	15	10.4%	13.7%

*11 retirements

VOLUNTEER PROGRAM: Kathryn Hampton, Volunteer Services Coordinator

- Presented to Boise Centennial Rotary Club about IDPR volunteers and tips for finding volunteer opportunities
- Presented at the Serve Idaho AmeriCorp Conference—Basic Volunteer Management
- Created Reasonable Suspicion policy
- Presented on volunteer management at Idaho Nonprofit Conference
- Took on additional responsibilities of IDPR HR Director when she took on additional work with SCO LUMA project.
- Recorded a podcast interview with Workamper News
- Recorded an interview with the Escapees RV Club digital workcamping conference—participated in conference during live Q&A session
- Earned recognition from AL!VE (Association for Leaders in Volunteer Engagement) as an Exemplary Leader; nominated by my peers
- Working with a non-profit group called *A Year to Volunteer*; a group of travelling RV-ers who do volunteer projects in state parks throughout the country. We are working together to plan Idaho State Park projects in 2023.
- Took on additional duties of conducting background checks for participants in IDPR CEO training

PAYROLL & RECRUITMENT: Lupe Arteaga, Human Resource Specialist

- Maintain payroll and benefit services for all employees, process and onboard new hires and separations as well as any demographic changes throughout the year.
- Coordinate the recruitment process and assist with interviews, reference checks and new hire processes.

HIRES Oct-Dec:

Headquarters

Director's Office Tami Iasonides, Management Assistant

Rec Bureau Michael Lindenfesler, Program Specialist
Peter Schuler, Training Coordinator

Grants Shelly Smith, Grants Program Specialist

North Region

Rangers: Dylan Goodell, Hells Gate
Nick Longobardi, Heyburn
Cole Ross, Round Lake

Park Manager 3 Will Niska, Old Mission

NR Office Julie Greaser, AA2

South Region

Rangers: Dominic Martinez, Eagle Island
Jacqueline Katchmar, Lake Cascade

Asst Park Manager Mark Pernell, Lake Cascade
Andrew Salzano, Eagle Island

East Region – no activity

Currently recruiting:

GRANTS	GRANTS/CONTRACTS OFFICER	REVIEWING HIRING LIST
DEVELOPMENT	BUREAU CHIEF	POSITION ON HOLD
NORTH REGION OFFICE	OFFICE SPECIALIST 2	OPEN FOR RECRUITMENT, CLOSES 02/01/22
LAKE CASCADE STATE PARK	P&R RANGER	REVIEWING HIRING LIST
OLD MISSION STATE PARK	P&R RANGER	REVIEWING HIRING LIST
OLD MISSION STATE PARK	P&R RANGER	REVIEWING HIRING LIST
FARRAGUT STATE PARK	P&R RANGER	REVIEWING HIRING LIST
HARRIMAN STATE PARK	P&R RANGER	REVIEWING HIRING LIST



MANAGEMENT SERVICES QUARTERLY REPORT

October – November – December 2021
Second Quarter, FY2022

Management Services Administrator
Adam R. Zaragoza

IDPR Mission

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

Management Services Administrator Primary Functions

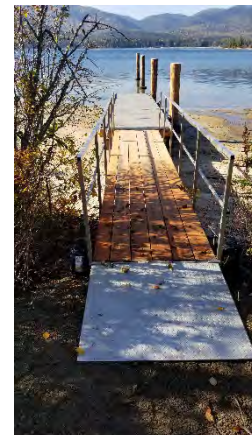
- Provide management services staff with the necessary tools to succeed in their jobs and provide leadership and direction for registration, reservations, grants, fiscal and development programs.
- Work with Operations Administrator (Troy Elmore) to identify needs of the operations staff and assist in meeting those needs.
- Proactively work to meet Director and Board priorities and concerns.

Administrative Duties

- Focus on supporting the team members and providing them the tools to do their jobs effectively and enjoy what they are doing.
- Focus on supporting all staff to make sure their IT needs are met.
- Review of current agency policies and where updates may be needed.
- Review of the entire organization and where efficiencies may be gained.
- Continued review of parks and where possible expansion opportunities exist.

Major Tasks

- October 14 and 15: Toured Dworshak and Hells Gate with the Director, DFM Administrator Adams, and HR Director Wolff.
- October 18 to 20: Visited North Idaho to check in on various development projects and staff housing situation at Priest Lake.





- October 22 to 27: Spent a long weekend with family at Ponderosa State Park and participated in IDPR's Leadership summit in McCall from October 25 to 27. The leadership summit focused on team building and setting up strategic initiatives.
- November 2 to 4: Attended the North Region Managers meeting. While in North Idaho toured Mowry State Park with staff and met with City of Kellogg representatives regarding the TCDA Shop project.



Mowry House



Park Office 😊



Chief Fiscal Officer Steve Martin boarding the Boise State plane. He was excited.

- November 9 to 10: Attended the South and East Region Manager's meeting in Twin Falls.
- November 16: Met with representatives from the Lake Cascade Marina proposals with the Director, Operations Administrator and Park Staff.
- Mid November: Started interviews for the vacant Development Bureau Chief position. For the time being, Melanie Schuster will continue to serve as the interim Bureau Chief until organizational options are vetted.



- Early December: Continued the Development Bureau Chief interviews and Board Meeting in Boise, December 1. Toured the Board at Thousand Springs and Ritter Island.
- Mid December: Received exciting news from the Feds regarding a grant award of \$3+ million to pave the Ashton/Tetonia Trail. Attended a kickoff meeting with IDPR staff and Federal partners.
- Mid December: Started preparations for 2022 Legislative Session reviewing our agency budget, proposed rules and worked with Director on those preparations.



Senator Lent touring our HQ facility with Dave Claycomb and Director Buxton.

- Late December: Enjoyed the holidays with family and friends.

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

- Cutting and hauling continues on the Northern sky timber sale in McCroskey State Park. This phase of the sale is approximately 40% complete. All improvements (14 miles of brush clearance and 10 miles of new gravel, and 2 new gates) to skyline drive built into this sale are complete. 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 for the McCroskey endowment. The Road brushing and seral tree species planting on the site were included in the contract work and will help improve safety and access to the park, while also creating a more historically representative fire included forest stand.
- The “Park Beetles” timber sale at McCroskey has been reviewed and approved and is currently being advertised for auction in February. This project is scheduled to begin late winter/early spring ('22) to help facilitate beetle infested tree removal before beetle emergence in the Summer. Right of way agreements were created and signed with Park neighbors of the sale to maximize harvest and hauling efficiencies and address a complete treatment at one time, as the neighbors will address their infested trees simultaneously. This Project will treat 234 acres of Ponderosa Pine infested with Western Pine beetles, removing approximately 2.5 million board feet resulting in a Ponderosa/ Douglas Fir stand of 30 – 45 trees per acre, more representative of a fire adapted stand that historically dominated the site. The site will be re planted with Ponderosa Pine and western Larch within 5 years of harvest.
- Currently working with the Southern Idaho Timber protection assoc. to put together a comprehensive prescribed burn plan for Ponderosa State Park. This process will allow the Park to manage their “fire adapted” Ponderosa Pine stands in as natural state as possible as we mimic historical fire intervals to manage the competing vegetation on the managed sites in the Park.

- Working collaboratively with Idaho Fish and Game, IDL and the Nez Perce tribe at Winchester Lake State Park to continue pooling resources to mechanically and hand treat hazard fuels and competing vegetation on an additional 30 acres at the Park on Ponderosa Pine sites that were thinned two decades ago.
 - Park Projects funded by the IDL Western states fire grant and the Landscape Scale Restoration grants have begun. These grants will fund on the ground hazard fuels mitigation for prioritized Parks and wildfire preparedness, planning and visitor education to the tune of \$480k. These projects are scheduled to be completed this fiscal year:
 - Working with Ponderosa Park staff, SITPA, Idaho Firewise and IDL Payette office to create a “fire adapted Park” interpretive trail to showcase the lessons and values of restoring and maintaining the natural fire adapted Ponderosa Pine stands that are found in the park.
 - Harriman State Park Forest stand delineation / natural resource management plan.
 - Hazard fuel and slash management work on the MeadowMarshII timber sale at Ponderosa State Park. This project will use grant funds to treat slash and fuels created during the cutting portion of the timber sale. All remaining small diameter Grand fir will be hand cut a scattered. Currently all slash from the sale has been accumulated and piled. Remaining piles will be burned next winter. Hand cutting/piling of the small fir trees will begin this fall.
 - Met with IDL foresters to workplan and prioritize the next three years of timber management projects in Heyburn, McCroskey, Farragut, Round Lake, and Priest Lake.
 - Exploring options and opportunities to reestablish native plant communities or less water dependent landscapes in and around the developed areas at Bruneau Dunes State Park.
- process of thinning the remaining small Grand fir on the site, will be piled and burned next Fall/winter.
- Continue working with the Parks to create their top five natural resource project priorities. This will be in alignment with the development process and will help maximize collaboration, identify, and allocate potential alternative funding sources for projects, minimize any duplication of efforts, and create

complete projects that are turnkey for the Parks and public to enjoy (from design/construction to restoration and re vegetation).

OPERATIONS DIVISION QUARTERLY REPORT

October-November-December 2021

OPERATIONS DIVISION: TROY ELMORE, ADMINISTRATOR

Mission

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

Goals

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

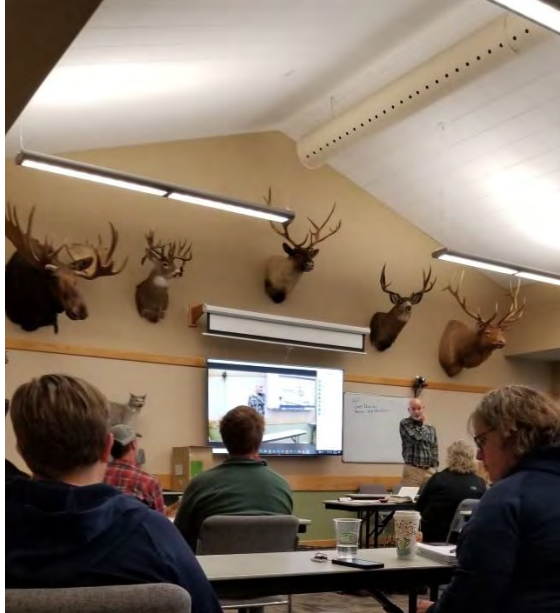
Administrator's Report

- Met with IDL Director Dustin Miller at IDPR headquarters to discuss potential partnership opportunities on endowment lands and identified two minor boundary issues we have in Ponderosa State Park.
- Attended Public Building Fund and Appropriations Committee presentation with Susan, Craig and Melanie asking for funding for the brig at Farragut State Park. Had a beneficial side discussion with Idaho National Guard offering to help us with dirt work in our parks.
- Attended leadership team meeting at Ponderosa State Park in McCall.
- Met with IDFG and Idaho State Bowhunters to discuss potential archery range at Eagle Island State Park. Discussed options with contractor developing the conceptual plan.
- Visited north region office and Priest Lake State Park. Met with region staff and inspected hardened campsites, completed at the park with Cares Act and State surplus funds.



Admiring asphalt campground spurs at Priest Lake State Park with Adam, Lucas, and Lonnie.

- Spoke to students at Boise State University about careers at IDPR and state government. Susan and I explained the variety of opportunities in parks and described varying paths to get there.
- Participated in headquarters, all-staff meeting.
- Participated in north region manager's meeting in Coeur d' Alene.



Learning about fiscal process at north region manager's meeting.

- Participated in combined south and east region managers meeting in Twin Falls.
- Met with Coeur d' Alene Tribe in Plummer. Visited Heyburn Lodge and discussed the upgrade plans with CDA Tribe staff Caj Matheson and Jill Wagner.
- Visited Mowry house on Lake Coeur d' Alene.



Stunning view of Lake Coeur d' Alene from Mowry House

- Conducted Development Bureau Chief interviews.
- Conducted Old Mission Manager Interviews. Congratulations to Will Niska who accepted the position.
- Met with Idaho Conservation Corps staff Jeff Parker and Lisa O'Flaherty.
- Met with Rick Just from Friends of Idaho State Parks.
- Met with Department of Agriculture to discuss U.S. Coast Guard and Invasive Species.
- Zoom meeting with USFS Region 1 and Region 4.
- Attended IDPR Board Meeting in Boise in December.

RECREATION RESOURCES BUREAU QUARTERLY REPORTS

Boating Program:

The following is a list of activities that have been recently completed by the Boating Program. This is in addition to the routine tasks of answering questions from the general public and county marine deputies, grant administration, preparation for various training courses, attending county waterways committee meetings, 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 in the year and media time was bought around the state (budget of \$161K). 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, and also included social media and digital marketing components. The vendor coordinating the media buys stated that the campaign over-delivered on all fronts.
- Idaho reported 10 boating fatalities in calendar year 2021 which is near the historical average of nine fatalities dating back to 1975. Five fatalities of the fatalities involved non-motorized boats and the other five motorized boats.
- Staff have discussed numerous WIF projects with sponsors this reporting period and met on-site with several of the sponsors.
- A new Life Jacket Loaner Station was set-up at Celebration Park in cooperation with Canyon County Parks. Staff coordinated the installation of a station with a local boy scout troop for an Eagle Scout project on Hayden Lake. Staff also replaced numerous signs at stations in North Region.
- Staff participated in several outreach efforts with the Canyon County Sheriff’s Office including the annual Ducks Unlimited Gala and Canyon County Christmas Parade. IDPR mascot, Scout, joined in the fun and helped hand out safety information and promoted “Life Jackets Save Lives”. Staff also assisted the sheriff’s office with a boating safety class.
- Staff participated in a Zoom call with Idaho Power to discuss boating and boating facilities in SW Idaho.
- Staff attended the Rec Bureau meeting in December.
- The Boating Program Manager participated in the state of Idaho Supervisor Academy, conducted sites visits with staff in North Region and East Region, and sat in on the interview panel for the East Region trainer position.

Motorized Trails Program:

The following is a list of activities that have been recently completed by the Motorized Trails Program. This is in addition to the routine tasks of answering questions from the public and routine tasks around the office.

- Completed summer OHV classes with 1,223 students total statewide
- Participated in the State Snowmobile Association's annual meeting held in Rexburg, ID.
- Published the 2021/2022 Avalanche Awareness and Companion Rescue Clinic schedule offering 46 classes statewide.
- Distributed 15k *Snowmobiling in Idaho* informational booklets throughout the state.
- Finalized contract with Mapgears for online snowmobile mapping program. Tracking units shipped out late November and installed on statewide groomer fleet to begin tracking and showing grooming frequency. Link for online program will be under *trails.idaho.gov*.
- Attend county groomer board meetings statewide.
- Met with the Land of the Yankee Fork State Park for changes to the Bay Horse ride to be implemented next year 2022.
- Held IDPR Recreation Bureau Staff Meeting.
- Held interviews and hired the new East Region Education program coordinator (Peter Schuler).
- Attended IDPR Grant Workshop and worked with partner agencies on future grant submittals.
- Participated in multiple meetings including CDA River RD Trails Working Group, County groomer and Kaniksu winter travel plan discussions.
- Assisting Nez Perce Clearwater National Forest with their future GAOA project submittals.
- Wrapped up summer trail maintenance work. Cleared 2,075 miles, which is our highest total in the history of the program.

Non-Motorized Trails Program:

The following is a list of activities that have been recently completed by the Non-Motorized Trails Program. This is in addition to the routine tasks of answering questions from the public, Yurt maintenance and upkeep, and tasks around the office.

- Updated signage has been completed from the Southern terminus of the ICT to the Castle Rocks section near Mountain Home. ICT maintenance in the in the Frank Church Wilderness, Selway Wilderness and Upper Priest Lake is scheduled for summer and fall, pending fires and crew availability
- The "Idaho Trails Supporter" is partly through its second year of availability. This is a voluntary pass, or sticker, that Idaho trail users can purchase online or in stores. The goal is to raise awareness of non-motorized trail issues and raise revenue for non-motorized trail

maintenance on public lands statewide. Nearly 3,000 stickers have been sold to date. The 2022 Sticker will be available for purchase by March 1, 2022

- In addition to the IDPR online sales portal, stickers are now available at five stores: JD's Bodega, both of Georges Cycles locations, REI in Boise, Idaho Mountain Trading in Idaho Falls and most recently Hyperspod Sports in Moscow and in 13 state parks. REI has purchased 725 stickers to resell online and in stores. REI is selling them at no profit.
- Planning for a one-day Trail Summit has begun, tentatively scheduled for fall or winter of 2022.
- Partnership with Mother Earth Brewing to promote the Idaho Trails Supporter Program continues. Mother Earth's "Lost Trail Ale" is now available in stores. Mother Earth has sold 1,071 cases on the Forgotten Trail Ale, and is expanding into new locations making a \$1,071 donation to the Parks and Recreation Foundation.
- Federal Highways approved the second Central Idaho Trail Maintenance Project RTP grant in partnership with the Idaho Trails Association, Selway Bitterroot Frank Church Foundation, Youth Employment Program, and Idaho Conservation; along with the Payette, Boise, Salmon Challis, and Nez Perce-Clearwater National Forests. The goal of the grant is to maintain a large swath of trails within the Central Idaho Priority area and be a model for trail partnerships.
- The Idaho City Backcountry yurts saw a 69% occupancy in the second quarter.
- Yurt occupancy levels in 2021 were 80%, and in 2019 for the same period was 59%.
- Predicted Idaho City Yurts system winter season 2022 will be busy. Occupancy will be at 100% for the winter, with currently only 6 nights total open between January 1st and March 31st.
- 2021 Yurt crew had a very successful year. All wood was cut by mid-July, and significantly more trails were maintained this summer than last.
- The yurt volunteer program was also successful. We were able to significantly increase volunteerism at the yurts while decreasing yurt closures. We hosted six volunteer events (one at each yurt).
- All the aged, solar lighting systems have now been preplaced at the Yurts
- Decking and floors at Elkhorn Yurt is scheduled to be replaced in June, with other major improvements are being scheduled for summer 2022.
- Park N Ski passes saw a significant increase this winter, approximately 30% more passes were purchased this winter over the same period than in Nov-Feb 2019/2020 (5,494 vs 7,623).

Collaborative Program:

- The following is a list of activities that have been completed by the Collaborative Program during the months of October through December.
- Reviewed and commented on the BLM Cedar Fields DEIS.
- Reviewed and commented on the CEQ Proposed NEPA Revisions.
- Reviewed and commented on the Forest Service Character Fire Salvage and Restoration Project
- Reviewed and commented on the Forest Service East Fork South Fork Restoration and Access Management Plan (EFSF RAMP).
- Reviewed and commented on the Husky 1 North Dry Ridge Phosphate Mine DEIS.
- Reviewed and commented on the Bear Lake West Restoration Project
- Presented at the Kootenai Valley Resource Initiative collaborative
- Created the permit application and map for the Idaho Trails Association annual state ride
- The Following is a list of collaboratives and meetings attended: Attended BLM Cedar Fields collaboratives, BLM Husky Mine collaboratives, IDPR Grant Workshops, Idaho Office of Species Conservation meetings, and monthly Payette Forest Collaboratives, Boise Forest Collaboratives, Clearwater Basin Collaboratives, Panhandle Forest Collaboratives, and the Panhandle NF Over-snow Travel collaborative.

**RESERVATION & REGISTRATION (R&R) PROGRAM QUARTERLY REPORT
October – November – December '21**

RESERVATION & REGISTRATION PROGRAM – SETH HOBBS

Mission

The R&R program proudly supports IDPR's customers. 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.

Registrations/Permits

With the start of the 2022 sticker year, IDPR is now giving the option for customers to purchase one or two-year stickers for OHVs and Snowmobiles. Because of the low price for the OHV sticker, we anticipate being very popular with the OHV community.

Vehicles/Permits	Transactions October-December	Transactions Calendar Year 2021
Boat	8,743	99,573
OHV 1 yr	9,778	146,987
OHV 2 yr	7,717	7,717
OHV - Non-Res 1yr	1,325	18,296
OHV - Non-Res 2 yr	567	567
Snowmobile 1yr	14,855	24,950
Snowmobile 2yr	2,937	2,937
Snowmobile - Non-Res 1yr	4,708	17,933
Snowmobile - Non-Res 2yr	287	287
Snowmobile - Rental	1,009	1,196
PAISS Non-Motorized	1,812	112,421
PAISS Not Reg. in Idaho	174	12,078
Park N Ski 3-Day	5	5
Park N Ski Annual	1,253	1,267
Motor Vehicle Entry Fee	258	5,028
OHV MVEF	58	756
Totals	55,486	451,998

Registration Training

We continue to increase our vendor network and are now over 200 vendors and growing daily. There are five counties left to train on the registration system. They will be scheduled for late spring training dates. Kootenai and Shoshone counties received training the week of January 24, 2022. Having these counties selling IDPR products will significantly relieve the burden on the North Region.

2022 Peak Season Current Reservations

The below chart shows reservations made before January 3, 2022, for the 2022 peak season. This is an initial look at the impacts of the non-resident rate increase at the Tier A parks. From 2021 to 2022, the resident reservations are up 32%, while the non-residents are down 11%. We will not be able to assess the fee change fully until after the peak season is complete.

All Parks

	<u>Resident</u>	<u>%Δ</u>	<u>Non-Resident</u>	<u>%Δ</u>
2018	3,826		3,910	
2019	4,446	16%	4,608	18%
2020	4,092	-8%	3,453	-25%
2021	7,864	92%	6,036	75%
2022	10,213	30%	6,484	7%
	vs. 2020	150%		

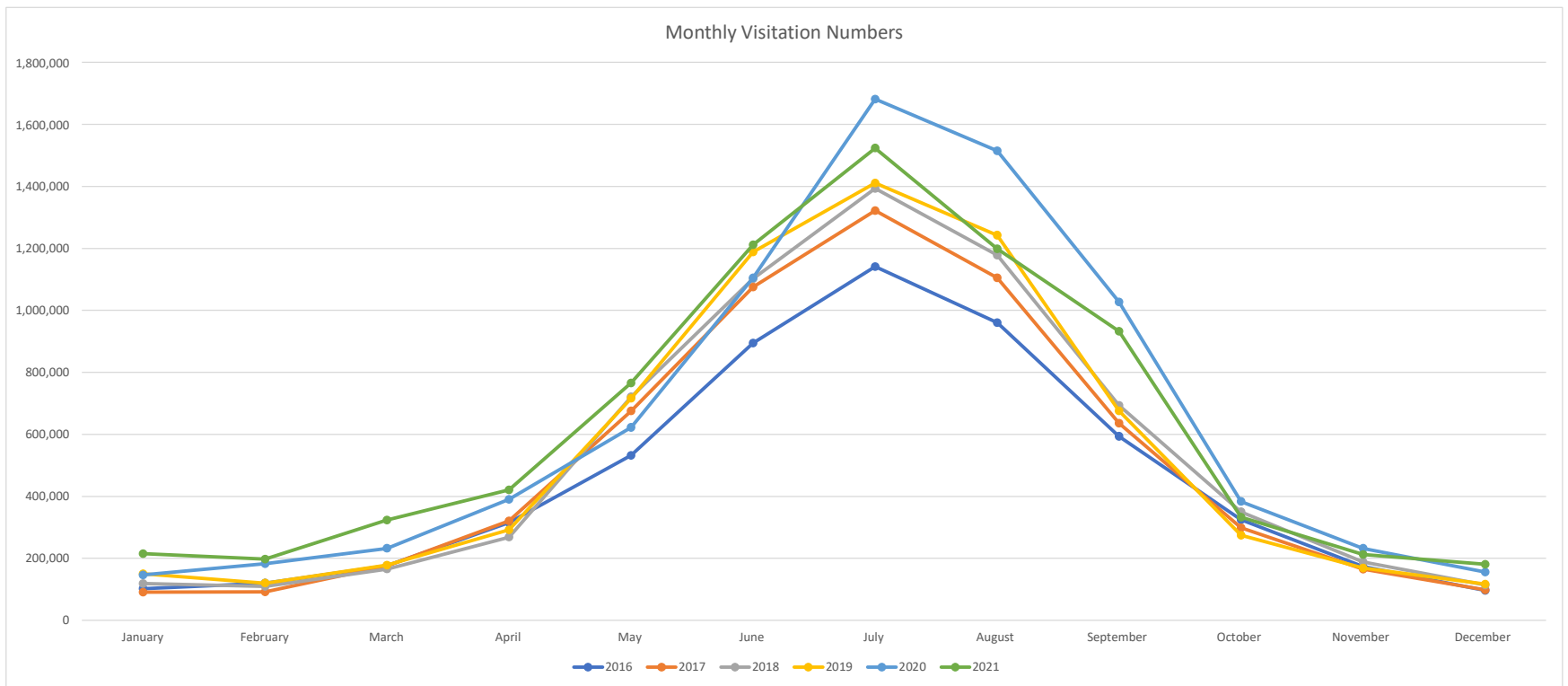
Tier A Parks

	<u>Resident</u>	<u>%Δ</u>	<u>Non-Resident</u>	<u>%Δ</u>
2018	2,266		2,831	
2019	2,461	9%	3,216	14%
2020	2,382	-3%	2,407	-25%
2021	4,110	73%	3,911	62%
2022	5,406	32%	3,470	-11%
	vs. 2020	127%		

****booked on or before January 3**

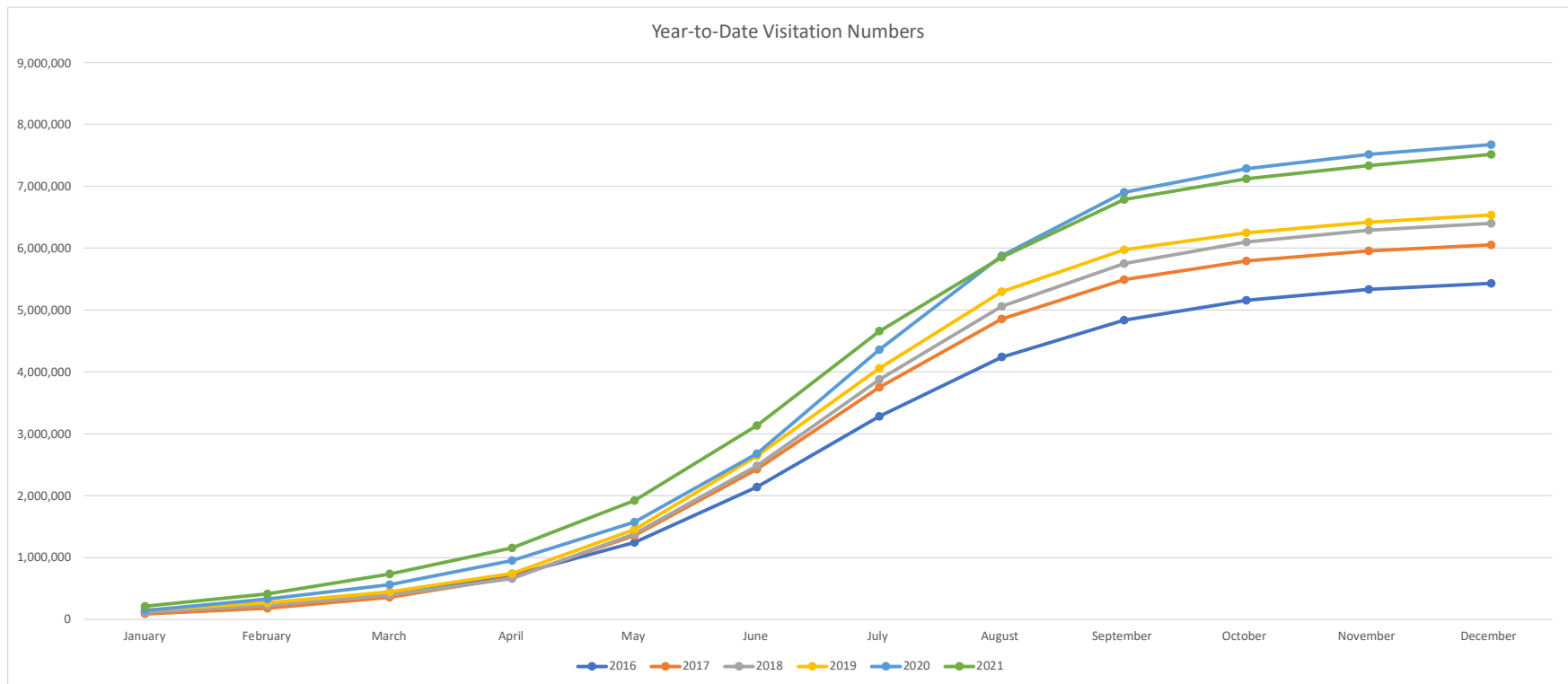
YoY Monthly Visitation Numbers

	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Total	%Δ
2016	102,277	119,825	175,565	315,384	531,894	894,895	1,141,430	959,975	593,570	324,765	173,190	96,633	5,429,403	
2017	90,644	91,687	174,999	320,676	675,271	1,074,921	1,321,952	1,105,086	636,383	298,594	164,831	98,152	6,053,196	
%Δ	-11.37%	-23.48%	-0.32%	1.68%	26.96%	20.12%	15.82%	15.12%	7.21%	-8.06%	-4.83%	1.57%		11.49%
2018	118,787	109,489	165,542	268,192	720,522	1,102,401	1,393,051	1,178,227	693,372	349,708	188,641	113,424	6,401,356	
%Δ	31.05%	19.42%	-5.40%	-16.37%	6.70%	2.56%	5.38%	6.62%	8.96%	17.12%	14.45%	15.56%		5.75%
2019	149,695	119,999	178,091	292,065	715,831	1,188,495	1,410,846	1,242,443	675,857	274,821	168,919	116,507	6,533,569	
%Δ	26.02%	-9.60%	7.58%	8.90%	-0.65%	7.81%	1.28%	5.45%	-2.53%	-21.41%	-10.45%	2.72%		2.07%
2020	146,056	182,373	231,826	390,317	622,386	1,104,606	1,681,457	1,515,113	1,026,778	382,970	231,879	155,821	7,671,582	
%Δ	-2.43%	51.98%	30.17%	33.64%	-13.05%	-7.06%	19.18%	21.95%	51.92%	39.35%	37.27%	33.74%		17.42%
2021	214,821	197,740	323,238	420,500	765,560	1,211,475	1,523,376	1,198,955	932,236	332,849	212,813	180,604	7,514,167	
%Δ	47.08%	-8.43%	39.43%	7.73%	23.00%	9.67%	-9.40%	-20.87%	-9.21%	-13.09%	-8.22%	15.90%		-2.05%



YoY Year-to-Date Visitation Numbers

	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Total	%Δ
2016	102,277	222,102	397,667	713,051	1,244,945	2,139,840	3,281,270	4,241,245	4,834,815	5,159,580	5,332,770	5,429,403	5,429,403	
2017	90,644	182,331	357,330	678,006	1,353,277	2,428,198	3,750,150	4,855,236	5,491,619	5,790,213	5,955,044	6,053,196	6,053,196	
%Δ	-11.37%	-17.91%	-10.14%	-4.91%	8.70%	13.48%	14.29%	14.48%	13.58%	12.22%	11.67%	11.49%		11.49%
2018	118,787	228,276	393,818	662,010	1,382,532	2,484,933	3,877,984	5,056,211	5,749,583	6,099,291	6,287,932	6,401,356	6,401,356	
%Δ	31.05%	25.20%	10.21%	-2.36%	2.16%	2.34%	3.41%	4.14%	4.70%	5.34%	5.59%	5.75%		5.75%
2019	149,695	269,694	447,785	739,850	1,455,681	2,644,176	4,055,022	5,297,465	5,973,322	6,248,143	6,417,062	6,533,569	6,533,569	
%Δ	26.02%	18.14%	13.70%	11.76%	5.29%	6.41%	4.57%	4.77%	3.89%	2.44%	2.05%	2.07%		2.07%
2020	146,056	328,429	560,255	950,572	1,572,958	2,677,564	4,359,021	5,874,134	6,900,912	7,283,882	7,515,761	7,671,582	7,671,582	
%Δ	-2.43%	21.78%	25.12%	28.48%	8.06%	1.26%	7.50%	10.89%	15.53%	16.58%	17.12%	17.42%		17.42%
2021	214,821	412,561	735,799	1,156,299	1,921,859	3,133,334	4,656,710	5,855,665	6,787,901	7,120,750	7,333,563	7,514,167	7,514,167	
%Δ	47.08%	25.62%	31.33%	21.64%	22.18%	17.02%	6.83%	-0.31%	-1.64%	-2.24%	-2.42%	-2.05%		-2.05%



**EAST REGION QUARTERLY REPORT
OCT-NOV-DEC 2021**

MISSION: To provide a safe and unique experience while preserving, protecting, and enhancing recreation. We interpret natural, cultural, and historic values. To maintain park infrastructure for visitor services and programs, while looking for new opportunities.

GOALS:

- Ensure that all facilities are kept clean and hazard free.
- Utilize both paid and volunteer staff to staff visitor centers and entrance booths to answer questions and sell park permits.
- Patrol parks ensuring user needs, user safety, and resource protection.
- Assess operations and opportunities to ensure quality experiences are provided.

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

- Continued monitoring of region operating and seasonal budgets.
- Continue working with park managers on creating new opportunities with limited resources.
- Continue investment in interpretation, marketing, and revenue enhancing ideas.
- Continue to work on incident reporting and staff training.
- Continue working with parks for new programming, special events, new potential partnerships, and concession opportunities.
- Continue agency policy reviews and discussion.
- We look forward to a new 50-unit campground development project this coming fall at Billingsley. Ground has been broken and dirt is being moved to prepare for utility work.
- Continued monitoring of many development projects across the region.
- Recruitment and hiring continues and seems to be an ongoing challenge with retirements and folks moving around. We have filled the ranger opening at Walcott but we have a resignation recently at Harriman so another ranger opening to fill.
- New parking areas at Bear Lake and Box Canyon are still a hit, giving better access to our parks. New kiosk was built at Bear Lake to support the additional parking.
- New paving at Harriman all the way to Ranch View and the Scovel Center is a big hit. It looks really good and will provide better access and reduce road maintenance.
- Our parks remain very busy into the winter season and although visitation slowed, people are still coming to enjoy the great outdoors. We continue to provide great, safe service.
- Seasonal help has proven to be a challenge across the region this past year so parks are starting to recruit now to beat the summer season rush. Increased wages have been approved to help with the process.
- We continue to have monthly manager's conference calls to see how things are going across the region. Every park seems to have experienced similar challenges so it's great to share what is working.
- Many in person park visits to check on projects and staff.
- Pulling together another full CEO (Compliance Enforcement Officer), training for February 14-20 along with a refresher for those already certified.

BEAR LAKE – KIRK RICH, PARK MANAGER

Customer Service

- Reservations are coming in steadily for the upcoming summer. Most people seem satisfied with the internet system and we've seen strong demand for the group camps.

- Overall income for the fiscal year to date exceeds \$700,000. This is significant when compared to the budget for FY22 at \$370,000.

Park/Program Usage

- Some light visitation still occurred through October although culinary water was shut off.
- Hard to believe we made a \$400 deposit mid-November from a few self-collect folks as well as some group shelters for East Beach. A few fishermen also continued to utilize the North Beach boat ramp.
- MVEF sales totaled \$630,000 for FY22 by the end of October.
- CY21 park income exceeded \$910,000. This compared to 2020 when income reached \$497,000. Much of the income came from the increase in the park MVEF from non-residents. Overall park usage exceeded park expenditures by over \$400,000.

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

- We added approximately 30 loads of topsoil to the steep west slope of the new parking lots in December.

Staff Training

- Nothing to report.

Strategic Plan Actions

- Nothing to report.

Manager’s Narrative

- Made a short presentation to the Bear Lake Regional Commission in October summarizing the park season.
- The new East Beach Chokecherry kiosk construction began in October. The grade at the kiosk site was cut down and re-established to offer correct drainage and meet handicap access. New asphalt was laid. Met with inspectors and Rocky Mountain Power on power hookup, and with Bear River Electric for final meter activation. Building now has electricity. Minor details need to be completed such as additional painting, countertop, shutter installation, and cleanup.
- Attended the fall manager meeting in Twin Falls. It was a favorable experience with the bonus of watching our ranger receive the Ranger of the Year award.
- Garbage bill was received from county. Surprisingly the total was down from last year by \$2,000. Our efforts to place bins in different locations were rewarded.
- Winter finally set in with intermittent snow and wind in December. Current snowpack reached 140% of normal on the Bear River drainage by the end of the month.

CITY OF ROCKS – WALLACE KECK, PARK MANAGER

Customer Service

- Manager led a resource assessment for a proposed highline route at Bath Rock. We decided not to issue a permit to place permanent anchors.
- Staff followed up with re-bolters and new route developers for the end of season review. Nineteen routes were re-equipped with high quality bolts and two new routes were installed on Bath Rock. A writeup discussing the working relationship with the American Safe Climbing Association will be included in the annual report.

- Staff added content to critter-cam video and posted to website.
- Staff designed and published marketing materials for First Day Hiking events.

Park/Program Usage

- Visitor center attendance was 1,493 in October; 345 in November; and 105 in December.
- Usage for this quarter: Campgrounds = 1151 site nights; Lodge = 51 nights; Glamping Yurt = 47 nights; Bunkhouse = 36 nights; Shelter = 0.
- Typical visitors were campers, climbers, lodging guests, special event attendees and weekend auto-tourists. Weekday visitors declined in November and December.
- Orientation video was shown 114 times to a total of 398 visitors in October; 38 times to a total of 101 visitors in November; and 38 times to a total of 101 visitors in December.

Program Services

- Staff gathered data and submitted the annual Service Wide Interpretive Database (SID) report and Volunteers in Parks (VIP) report to the National Park Service. We also sent the Every Kid Outdoors grant annual report to the National Park Foundation.
- Staff created a bilingual handout about winter park activities.
- Assistant manager led efforts for IDPR’s representation at Rupert’s Trunk or Treat. Over 2000+ people came through and received information about winter programs at the park.
- Jess Scheider, Artist in Residence, completed her residency with a “Coffee with Rangers” event in November.
- Staff created winter-specific loaner backpacks and initiated planning for 2022 Star Party with College of Southern Idaho and Magic Valley Astronomical Society.
- Conducted a new winter program called Luminary Hike at Castle Rocks in December; 49 people attended and we received rave reviews.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	0
Interpretive Programming	1	3
Jr. Ranger Programming	0	0
Jr. Ranger Programming (Self-directed)	0	79
School Programming	3	113
Special Events	1	46

Preservation of Natural, Cultural, and/or Historical Resources

- Assistant manager finished preparing the Jensen artifact collection for curation.
- Attended and presented at the NPS/SHPO biennial meeting at Minidoka National Historic Site.
- Assistant manager completed the condition assessment for archaeological sites; annual Cultural Resources Inventory System (CRIS) reporting is complete for NPS FY21.
- Assistant manager completed and submitted Dark Sky Park application.
- Ranger made repairs to the exterior stone wall of the well house and removed seven deadfall aspen/fir on Indian Grove and North Fork Circle Creek trails.
- Assistant manager wrote, and manager reviewed the final draft of an archeological programmatic agreement with SHPO at Castle Rocks and Sec 36 in City of Rocks (State Park). Agreement to be reviewed by SHPO and IDPR.
- Manager continued to collaborate on an article for Nature Magazine with Jim Cane (retired professor at USU). The primary topic is the study of climate’s effect on pinyon pine at its northern-most range (Albion Mountains).
- Staff and YCC crew removed 13 deadfall and cleared drains on almost all CIRO and CRSP trails.
- The Almo flock of pinyon jays mysteriously showed up at the visitor center in mid-December and as of this report continue to feed in the area. Pinyon jays are rare for Idaho and this flock has been studied for over a dozen years now. They have never been recorded at the visitor center.

Staff Training

- Staff completed annual KnowB4 cybersecurity training.
- Management attended “Respectful Workplace” training during the managers meeting.
- One staff member took Dark Sky Advocate Training.
- Manager completed the annual FISSA training (Federal Information System Security Awareness).
- Ranger completed 15 hours of continuing education to maintain paramedic status.

Strategic Plan Actions

- Nothing to report.

Manager’s Narrative

- Sent *Artist in Residence* outreach emails to Idaho universities and art museums.
- Staff compiled and submitted the FY21 NPS Youth Report which details what and how many youth were involved in park operations for the fiscal year 2021.
- We hiked into the backcountry campground to assess impacts from this past summer of use. We issued 46 permits for approximately 115 campers and surprisingly, there were no signs that anyone had camped at all. We credit this to the heavy emphasis we placed on “Leave No Trace” practice and integrity of the users.
- Assisted The Conservation Fund with writing significant portions of a grant that if awarded will help to purchase remaining lands within the Sheridan Acquisition.
- Continued to assist the NPS Pacific West Region Realty program with acquiring documents, photos, resource assessments and maps. Finalized and sent memo to the NPS Pacific West Regional Director requesting concurrence of decision to make a minor boundary adjustment. We reviewed the proposed ROW to develop a cost for gravel, cattle guards, culverts, and machine time/fuel.
- Castle Rocks hosted Craters of the Moon National Monument (CRMO), leadership at the Lodge and Bunkhouse for a two-day training exercise. Manager gave a park tour to the group of seven, which focused on management issues and challenges.
- Manager met, gave tour, and introduced Derek and Sophia Bates to the Almo area. This couple is planning to develop a retreat center nearby and focus on a partnership with the parks.
- With remaining FY21 funds from the Youth Conservation Corps program, staff assembled and framed a small portable storage building to house tools and gear dedicated to the program.
- Our maintenance foreman submitted a grant application to the IDFG to replace old archery course targets.
- Manager received the IDPR award Excellence in Interpretation
- Attended and participated in the Southern Idaho Tourism retreat to review 3-year goals and to refine goals for the next 3 years.
- Manager developed final drafts of the CIRO Operations Plan and Management Guidelines and final draft of the Cooperative Agreement. This was submitted to NPS through the Grant Solutions application.
- Manager continued to make on-site assessments of new state park lands in Graham Canyon and the potential for facilities such as trails, yurt sites, parking, orientation panels, etc.
- Manager is working to develop a non-profit institute with local entrepreneurs whose mission it is to promote conservation, adventure recreation, and scientific study of the region, centered on City of Rocks and the Albion Mountains.
- Manager updated the NPS Park Fact Sheet and uploaded to Regional Office Public and Congressional Affairs. The document is a reference guide to the most important statistics in 2022.

HARRIMAN/HENRYS/ASHTON TETONIA TRAIL/MESA FALLS – MARK ELIOT, PARK MANAGER

Customer Service

- Rental facilities were in low demand through October which gave staff a chance to prepare for the busy winter months. Current trends are now showing higher demands throughout the entire year. This is causing our staff members to be spread thin and we sometimes need to make the difficult decision to close the visitor center for periods of time to keep up with the demands of our rental facilities.
- The first snow in December was light and fluffy so even though we received approximately two feet in the open areas it packed down to less than four inches. Late December saw snow coming down faster than we could keep up with. Snow drifts were so severe along the Silver Lake Road that staff had to constantly plow and blow to ensure everyone had safe passage.
- Winter Access Fees were implemented beginning on December 27.

Park/Program Usage

- The Dormitory is close to completion with remaining work to address the paint peeling from the heating system in the restrooms.
- The JCC group leaders held their annual two-day safety training at the park.
- The more snow that came down in December the busier and more popular the park became. Due to conditions, staff could not groom on a routine schedule. However, with a break in the winter storm and major snowfall, staff worked towards getting trails groomed and implementing the winter grooming schedule.
- Rental facilities went from intermittent use to mostly back-to-back events. With the return of our seasonals, our staff has been able to keep up with these demands.
- Staff went to the rescue when some of our overnight guests went out on the Ridge Trail and broke some of their gear.

Program Services

- Our interpretive ranger resigned in late October, however, we managed to continue our programs throughout the month. The programs included stargazing, a pumpkin painting party, and a bat-themed scavenger hunt.
- We held a memorial service in October for Jim Snider, former maintenance ranger, who had recently passed away. The largest event of the month was the annual Haunts of Harriman.
- The entire month of October was dedicated to the planning and preparation for Haunts of Harriman. Competing activities and rainy weather saw a decrease in participants. Over the two-night event, it is estimated that there were 2500 visitors. The park raised over \$1800 in donations and 1000 pounds of food for the Island Park and Ashton food pantries during the event. There were 57 volunteers that put in a total of 304 volunteer hours and over \$5000 in donations that helped put it all together.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	1	12
Interpretive Programming		
Jr. Ranger Programming	2	25
School Programming		
Special Events	1	> 600

Preservation of Natural, Cultural, and/or Historical Resources

- Clean-up of the Ranch Office 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. In the interim, creativity in providing housing for employees, if needed, will be essential and may include transitioning the ranger room in the Jones House to employee housing, or closing the

Cattle Foreman's House as a rental and identifying that as employee housing until the Ranch Office is once again habitable.

- Marmots continue to have negative effects on our historical structures. Staff members have continued to utilize live traps. However, with an increase in visitation and food availability, trapping has proven to be unsuccessful.
- Staff have been working to refurbishing the exterior of the Harriman Cottage. Remaining work includes replacing and painting some of the edgings underneath the eave of the roof.
- The visitor center received some well-needed maintenance. New insulation was placed throughout the attic and a larger, more accessible access was installed.
- It was decided to open and utilize the Becker Yurt as a warming hut while keeping the Jones House closed to the public this season. Poor air flow in the Jones House and the fact that his building is used as housing for seasonal employees led to the decision to keep the Jones House closed. Individuals are excited to see the return of the Becker warming hut for the winter but some visitors have expressed disappointment in the Jones house being closed.

Staff Training

- The park manager attended two days of water quality training online.
- Assistant manager began attending classes for the Certified Public Manager program.
- Maintenance ranger received recertification for conducting CPR & First Aid courses.
- Management attended & participated in the South and East Region Manager's meeting.

Strategic Plan Actions

- The JCC's were once again welcomed to the park in October and assisted through December with the following: Setting up and taking down decorations for Haunts; splitting and stacking wood for the park's rental facilities and distributing snow pole markers along the main entrance road.

Manager's Narrative

- The broken fire hydrant at the ranch is an ongoing issue and the decision was made to order a new fire hydrant.
- Staff have been working to get the Ermine yurt fully furnished and available for rent. While purchasing needed items for Ermine yurt staff took the opportunity to purchase additional kitchen carts to replace the current cooking tables and storage bins in Wyethia and Cygnet yurts.

ASHTON TETONIA TRAIL

Customer Service

- Moved parking lot signage to the new Felt parking lot to make it easier for users to distinguish where to park. Created and posted signage at the old lot to direct people to the new lot and avoid users parking along the road at the old site.
- In November we opened gates for winter snowmobile access.
- Continued to post on Facebook and interact with trail users on both the Ashton-Tetonia Trail Facebook page and the Harriman Facebook page.

Park/Program Usage

- TrafX Counts:
 - Marysville - 479 cars in October and 361 cars in November.
 - Bitch Creek - 740 people in October and 186 people in November.
- TrafX counters rely on batteries that do not function well in cold weather, so the counters have been removed as of November 30 until the spring.
- QR Code Scans
 - 458 total scans as of October 31, 470 total scans as of December 4.

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

- Attended a Snake River Trails Association (SRTA), meeting to meet trail users of different backgrounds and get an idea of what they look for/want in the trails they are recreating to take back to the ATT.
- Identified an encroachment along the trail and have begun working on the process to resolve this issue.
- Began working on creating updated maps, which includes maps for both Harriman and the Ashton-Tetonia Trail.

Staff Training

- Ranger attended a Chemigation seminar with the Idaho Department of Agriculture and earned credits towards their pesticide applicator license.

Strategic Plan Actions

- Assisted Harriman with their annual Haunts of Harriman event in October, and in November ranger began working at Harriman for the winter.

Manager's Narrative

Photo(s) of the Month:



Bike & Tetons at Conant Creek



Trestle Grain elevator at Grainville

HENRYS

Customer Service

- The boat ramp vault toilet walkway project was completed and the toilet is now ADA compliant.
- Staff asked IDPR public relations and reservation system personnel to extend the public notices that the dump station is closed for the foreseeable future.
- Idaho Fish and Game Commission accepted the proposal to make fishing year-round at Henrys. The new fishing season will be the Saturday of Memorial Day weekend to February 14 with a two trout limit, and February 15 through the Friday of Memorial Day weekend catch and release. We plan to close the facilities as usual on January 2 and will monitor the changing situation.
- To provide for winter fisherman, the double vault toilets at the boat ramp were left open for customers' use but they are not being cleaned by staff over the winter.

Park/Program Usage

- Cooler temperatures and some snow in October helped to blow off some of the weeds from the lake, making fishing better. By December much of the lake was frozen and seeing moderate use.

- The tent sites and dispersed camping closed October 1 and the Caddis Loop of the campground was closed on November 12 after a snowstorm.
- The park’s vehicle count was 5,674 in October, 1,089 in November, and we were unable to obtain vehicle counts in December due to snow.

Program Services

- Staff, along with a graphic designer and author, worked on new and improved Henrys Lake Junior Ranger booklet which has now been printed and ready for use next 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

- The last sighting of the Trumpeter swan family, including their four cygnets, was in October.

Staff Training

- Nothing to report.

Strategic Plan Actions

- Projects added to the FY 2024 CIP list include: Adams and Blue Dun water system, dump station drain field, and boat ramp and dock concrete replacement.
- The plans for the fish cleaning station were completed and will be put out to bid after the holidays.
- One of our park volunteers is updating the park’s Emergency Action Plan, including the fire plan.
- Work continues to upgrade the park’s interpretive signs. As part of this, staff received permissions from the University of the Pacific to use a sketch and a Henrys Lake description quote from John Muir in 1913.

Manager’s Narrative

- October 2021 revenue at \$50,883.47, an increase of \$15,896.76 over the previous year. At least part of the increase shows the increase in site non-resident camping prices. November and December 2021 revenue cannot be compared to 2020 due to the reservation system closure late in 2020 to make price and system updates.

MESA

- Mesa Falls ceased operations following the Labor Day weekend.

Manager’s Narrative

- A meeting was held in October with USFS staff and park management to discuss the overall Mesa Falls resale operation. This discussion covered seasonal staff, hours of operation, future operations, and improvements. This meeting was very productive and everyone is looking forward to the resale operation for next season.

LAKE WALCOTT – RYAN BUFFINGTON, PARK MANAGER

Customer Service

- By October 15 the reservoir was drawn down 7ft by the BOR for maintenance but has since returned to within the normal range for this time of year.
- We’ve been receiving many calls for reservations and for GUPs for the upcoming season.
- Lake Walcott hosted its first annual pumpkin carving contest and everyone had lots of fun.
- In October the park hosted three weddings and a middle school cross country meet.

- November saw visitors mainly on Friday and Saturday, and December continued to bring in a couple of people each day to purchase registrations. Heavy snow slowed usage in late December and we began to see interest in ice fishing as the lake began to freeze over.
- The new TRAFx car counter is working well, reporting 2,622 this November, which is over 1100 more vehicles than November 2020.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	1	100
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events	4	600

Preservation of Natural, Cultural, and/or Historical Resources

- We are developing a plan to mark natural and cultural resources with interpretive signage.
- The reservoir drawdown in October provided more access to the shoreline which let us clear out some of the Russian olive and other scrub trees to open the bank and provide more visibility and better access to the water.
- Coordinated with the BOR and US Fish and Wildlife on stump removal next to the damaged historic wall by the gazebo shelter.

Staff Training

- Ranger signed up for Supervisory Academy.
- Manager attended Respectful Workplace training at the managers meeting.

Strategic Plan Actions

- Nothing to report.

Manager's Narrative

- Lake Walcott and City of Rocks participated in the Rupert City Trunk or Treat Halloween celebration.
- We are taking steps to update inventory with the new park logo.



- Renewed park membership in the Mini-Cassia Chamber of Commerce.
- Attended bi-monthly meetings on new interpretive spillway exhibit.
- Completed the concessionaire agreement to bring in Adrift Kayak Adventures next year. US Fish & Wildlife (FWS) provided us with their Special Use Permit which Adrift is completing.
- We replaced our boating season sign with updated information and look forward to replacing more signage in 2022 with financial assistance from the FWS.
- We had the WILD juvenile probation group out three days working on various cleanup jobs around the park.
- We received some help cleaning up the park and shoreline through community service hours.
- We have been working with development on the boat dock bathroom remodel plans and hope to begin work in January.

LAND OF THE YANKEE FORK – RICK THOMPSON, PARK MANAGER

Customer Service

- The park is on winter hours and open to the public Wednesday - Saturday from 10 am- 4 pm.
- The dump station is now closed due to colder temperatures.
- The park carries the USFS Challis and Salmon area maps for sale.
- Park sells registration stickers for ATV, boat, invasive species, and snowmobiles.

Park/Program Usage

- The visitor center had 1669 visitors for October, 656 visitors in November, and 505 visitors in December.
- The park movie was shown 24 times to a total of 77 visitors in the last quarter of the year.
- Bayhorse, Yankee Fork Gold Dredge and 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

- The new roof on the Wells Fargo building was completed October 31.
- Park staff covered the east side of the dryer shed roof with tarps to protect work done this fall.
- Staff assisted USFS with Custer school bell tower project.
- The BLM Outdoor Recreation Planner position was vacant for a couple of months but will be filled beginning January 10.

Staff Training

- Staff completed Cyber Security training.
- Ranger completed First Aid/CPR instructor training.

Strategic Plan Actions

- Management worked with the chamber and other local businesses to put on the Shop Hop Christmas shopping event in early December. The event increased the public’s awareness about the park store and proved to be a profitable event for us.
- Staff has been working with Brian DiLenge and OHV groups to expand the 2022 Ride the Bayhorse event.

Manager’s Narrative

- Attended event organization meeting with other Challis businesses/citizens for the purpose of organizing a local community event tentatively planned for late summer or early fall 2022.
- Seasonal trail ranger and seasonal benefitted Bayhorse ranger completed their seasons on October 30.
- Met with development in December to discuss potential maintenance projects.

MASSACRE ROCKS – TRAVIS TAYLOR, PARK MANAGER

Customer Service

- After the first weekend of October, visitation slowed and the park remained quiet through December.
- The lower loop was closed in October for the winter, and water to the to the upper loop of the campground was turned off.
- As of October 1, we transitioned to first come first served camping.

- In November the visitor center had a few more visitors than normal for this time of year; mostly travelers who have driven by, but never stopped. We attempt to keep the visitor center open as much as possible even during our slow season.

Park/Program Usage

- With very low river levels, there was very little boating in October. River levels returned to near full pool levels in November, but slow currents and muddy water is not very conducive to fishing. Even the waterfowl were not utilizing the river, which means few waterfowlers to chase them.
- We saw a few visitors out bouldering, hiking, bird watching, and disc golfing when the weather cooperated, but day use was very light. Camping was also light with most travelers passing through.
- We had about 60 fourth graders here in November on a field trip from Connor Academy in Pocatello.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming	1	60
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- We had a scout group come to the park on December 13 for a day’s worth of clean up at Register Rock.

Staff Training

- Manager completed the Supervisory Academy, attended the manager’s meeting in Twin Falls, and attended two pesticide recertification classes.
- Ranger has been working with local fire stations to get her hours in for EMT training.

Strategic Plan Actions

- Nothing to report.

Manager’s Narrative

- Working with development, we replaced three pressure tanks and two pressure bladders on our potable water systems which should improve our well and pump functions.
- Meetings with development were held to discuss the installation of an Electric Vehicle (EV) charging station near the visitor’s center and to finalize the park’s CIP list.
- Staff met with the President of the Idaho Chapter of the Oregon-California Trails Association, regarding marking some additional wagon ruts along with looking for some new areas of interest.
- Director Buxton and Janet Gallimore, the Executive Director Of the Idaho State Historical Society, visited the park and met with manager regarding the updating of the parks interpretive and historical displays and literature.
- The last couple weeks of December resulted in a little over a foot of snow and several drifts, several feet deep.

THOUSAND SPRINGS – DAVID LANDRUM, PARK MANAGER

Customer Service

- We have moved into our new offices at the visitor center along with the National Park Service. Reservation and staff computers have been installed. We are waiting for the design of the interpretive/exhibit displays to begin but unsure of timing right now. We look forward to being able to serve the public in our new visitor center.

Park/Program Usage

- A wedding was held in the riding arena at Billingsley Creek in November and was well attended. This was the third wedding held here in 15 years.
- The houses on Ritter Island stayed busy and were booked nearly every weekend through the end of the year although by Christmas and with snow on the ground we started to see a slowdown.
- In late December, as snow covered the Hagerman Valley, visitation slowed in most units but places like Box Canyon and Billingsley Creek still saw good visitation. The eagles draw birders to Box Canyon in the cold and the riding arena at Billingsley Creek draws in more horse riders trying to find somewhere out of the weather to ride.
- In December Ducks Unlimited held their annual banquet in the riding arena at Billingsley Creek with 285 people attending the event.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming		
Special Events	1	285

Preservation of Natural, Cultural, and/or Historical Resources

- The groundwork on the new campground is moving forward and it's starting to look like a campground now that we can see the loops and campsites roughed out. Sewer and electrical lines are being installed along with the manholes and the electrician has installed two transformers for Idaho Power.
- The barn on Ritter Island is getting a new roof. Roofers received their materials and waiting for the weather to cooperate.

Staff Training

- Park staff attended the managers meeting held in Twin Falls. It was nice to have a face-to-face meeting but boy are people getting older.

Strategic Plan Actions

- Nothing to report.

Manager's Narrative

- We have been working on the Red House on Ritter Island, which is used as the ranger residence, the bathroom is almost complete and flooring is next. Hoping to have it ready to occupy soon.
- The increase of day use in our parks over the past year is noticeable. We have seen more and more people come out even as the weather cooled and snow started to fall.
- The bids to remodel the Pink House should be going out soon. When the house is completed more it will make a total of three houses that will be reservable on Ritter Island.

SOUTH REGION MAINTENANCE CREW – CHRISTOPHER RE, FOREMAN

Thousand Springs

- Picked up the tractor from Burks Tractor.
- Fixed the potable water line to ranger's house at Malad Gorge.

- Dug 3,000 feet of trench so that electrical conduit could be placed for the new campground at Billingsley.



**NORTH REGION QUARTERLY REPORTS
OCTOBER – NOVEMBER – DECEMBER 2021**

MISSION: To serve North Idaho Park users and recreationists providing them a quality experience that is safe and enjoyable while managing and protecting the public's investment and the natural resources.

GOALS:

- Ensure that all facilities are kept clean and hazard free.
- Utilize both paid and volunteer staff to man visitor centers and entrance booths to answer questions and sell park permits.
- Patrol parks ensuring user needs, user safety, and resource protection.
- Manage operations and opportunities to ensure quality experiences and resources are provided and enhanced.

Primary Issues and Concerns

1. Staff Shortages
2. Minimal budgets increased fixed costs, and higher use.
3. Aging facilities and equipment
4. Meeting ever-increasing use and opportunity demands insuring quality experiences.

NORTH REGION SERVICE CENTER – DAVID WHITE

- Participated in the TOC Commission Bi-Annual Meeting; Leadership Team Meeting at Ponderosa; Farragut Turkey Archery Hunting discussion with park and IDFG staff.
- Discussed OM Development projects with Arch/Eng Project Sr Manager; Rocky Point Lodge project with Heyburn Park Manager and Arch/Eng Project Sr Manager.
- Hosted the Fall All Staff North Region Meeting
- Met and discussed with consultant and Management Services Administrator the Kellogg Economic Impact Study; Keller and Associates and staff the Bayview Water Project and impacts/needs at Farragut
- Reviewed the Mowry House and property with Management Services Administrator and staff
- Conducted NR AA2 interviews and hired new AA2, COM/TOC Park Manager interviews and followed up with reference checks then hiring of new manager
- Reviewed OM/TOC CIP projects with staff
- Attended IDPR Board Quarterly Meeting in Boise
- Met with IDFG to discuss status of TOC Gene Day Pond agreements and the need to move ahead; H and H Engineers to discuss the Wallace bridge replacement, impacts to the TOC and need for a Special Use Permit
- Coordinated and held the TOC RAMP Government's Bi-Annual Meeting; a NR Manager's Meeting at Dworshak
- Addressed various TOC encroachment issues: developed a Wallace bridge replacement Special Use Permit for review; sent Notice of Violations to previous and future Dudley Crossing Agreement permittees then met onsite to address them; developed a Kootenai Electric Utility Encroachment Permit
- Addressed various Heyburn lease issues: Lozano compliance/complaint; Benewah trailer wastewater failure; Krempasky-Smith Notice of Violation; new Benewah Trailer Leases

NR MAINTENANCE CREW

CDA Parkway:

- No work needed during this quarter

Dworshak:

- Viewed spiral staircase at Big Eddy
- Cut hole on side of stage to look at concrete below
 - Cannot remove stage. Concrete is too rough underneath
- Delivered snowmobile from TOC
- North Region Manager delivered another snowmobile from TOC

Farragut:

- Viewed Volunteer sites with Park Ranger
- Viewed residence 5 remodel to give pointers to Park Ranger
- Worked on Volunteer Lane for Park Ranger
- Helped Park Ranger with bathroom floor in Residence 5

Hells Gate:

- No work needed during this quarter

Heyburn:

- Picked up R-288 for auction on car hauler
 - Cannot drive due to bad brakes
- Dropped off stove insert from Winchester

McCroskey:

- No work needed during this quarter

North Region Office:

- Completed Cyber security training
- Cleared check engine light on R-339
 - Fuel level sensor going bad
- Fire extinguishers checked by Johnson Controls
- Alternator repaired on Forklift
- Attended region meeting
- Prepared R-288, R-323, and R-372 for auction and then delivered
- Repaired blade engagement switch on JD mower going to auction
- Repaired cracked hose on ice maker in shop
 - Water inlet hose now leaking
- Replaced spoil board on CNC machine
- Replaced pressure switch on shop air compressor
- Shop phone line damaged by utility boring company
 - Worked with Ziply to get repaired
- Rebuilt pump in paint sprayer

Old Mission/TOC:

- Moved pavers and North Region Craftsman, helped with bird nest removal on Church
- Went to Medimont trailhead with Natural Resource Manager to cut giant ponderosa pine off trail

- Diagnosed noise in HVAC duct in Mod 2 of museum
 - Loose damper
- Replaced timer switch for front porch lights on Church

Priest Lake:

- Took snowmobile from TOC to Indian creek
- Measured Schaefer cabin for cabinets
- Picked up alternator for bobcat and met Priest Lake Park Manager in Newport

Round Lake:

- Signs
- Took JD tractor to Pape equipment in Sandpoint
- Planed 60 table boards with Park Manager, Ranger, and seasonal

Winchester:

- Removed old wood burning fireplace and framed-in, sheet rocked hole in wall and patched hole where stove pipe went through roof
- Delivered snowmobile from Farragut
 - Winchester unable to use in their park and we returned to Farragut

NR OFFICE STAFF

- Coordinated rooms, food and shirts for NR All Staff Meeting, then arranged for pickup and completed order for North Region Parks Uniform apparel for 2-year supply
- Received partial retail order, checked in, still waiting for other half of order to put in system for merchandise re-sale
- Communicated w/North Region parks for CEO survey questions and Emergency Contact updates
- Took orders for self-pay envelopes and surcharge books from parks
- Researched and completed Budget Allocation report for North Region Manager
- Received inventory of registration stickers for 2022
 - Including new 2 - year stickers for OHV and Snowmobiles
 - Learned new process for selling under permits not as registrations
- Assisted North Region Senior Engineer Technician with registering bid
- Increased sales and questions for Snowmobile and OHV Registration
- Training of new Administrative Assistant 2 on Aspira Registration System

PRIEST LAKE STATE PARK – LONNIE JOHNSON, PARK MANAGER

Customer Service

- Staff has been busy getting things winterized and catching up on deferred maintenance
- Paving project at Lionhead campground completed w/stripping done
 - The road to the boat ramp has been widened, graveled and trees removed/burned
- The remodeling of White Pine restroom is ongoing
- Work on Schaefer cabin continues
- All campsites are accessible currently along with trails at Indian Creek
- Staff have been grooming our ski trails on a weekly basis with new snow, 3 feet and counting
- Store remains open 3 days a week

Park/Program Usage

- We had some campers and day users this month
 - The cabins remain full on the weekends

- With the increase in snow levels, our freshly groomed trails have been attracting many skiers and snowshoers

Program Services

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

Staff Training

- No formal training in October/December
- Assistant Manager attended the North Region meeting on November 3-4 in Coeur d' Alene and the rest of staff watched it via zoom from the park

Strategic Plan Actions

- Nothing to report for quarter

Park Manager's Narrative

- October had several nice weekends which helped to increase visitation
 - Kokanee are now spawning in the bay
- Cabins remain full on weekends, but day use is at a minimum
- Staff has been busy falling hazard trees and clearing trails
- December brought 3 feet of new snow and colder temperatures moved in steadily
 - Peak conditions for keeping the snow good for grooming
- Staff has been busy, grooming trails, shoveling, plowing, refurbishing signs, and preparing for our annual free ski day on Jan. 8th
- Looking forward to a rewarding and exceptional 2022

ROUND LAKE STATE PARK – MARY MCGRAW, PARK MANAGER

Customer Service

- Working 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
- Visitor Center hours have been reduced for the off season

Park/Program Usage

- The first part of October camping was busy, but camping has slowed down by end of month
 - Day use has stayed busy/consistent
- Visitors have been using the trails and day use areas to fish, hike and walk dogs
- During November camping has slowed down
- Snow arrived at the end of the month, attracting skiers and snowshoers

Program Services

- In October we had 3 school groups in the park doing their out programs
 - Also had a small cross-country event for runners only and no spectators
- In November we had 3 school groups in the park doing their own programs

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	
Interpretive Programming	0	
Jr. Ranger Programming	0	
School Programming	6	122
Special Events	1	43

Preservation of Natural, Cultural, and/or Historical Resources

- A volunteer has been working to open the trails and provide better views of the lake and surrounding area by limbing and cutting leaning trees to get them to the ground.

Staff Training

- No training during October
- November Ranger and Manager attended Respectful workplace training (8 hrs.)
- December Ranger has completed the CEC for renewal of the pesticide license (15 credits)

Strategic Plan Actions

- Nothing to report for quarter

Park Manager's Narrative

- Manager scored applications for the Manager 1 position register
- Manager has started scoring Ranger applications for the statewide Ranger register
- Computer issues continue, the internet is still slow
 - IT has re-formatted the Manager's computer to help speed the computer up, but internet issues persist
- We have had some issues with sewer lift station 1 and 2, we are working to get the relay switch and capacitors replaced so the pumps will operate correctly
- We have been taking many phone calls regarding the nonresident fee increases, people making reservations think the system is over charging and call us for an explanation of what is going on
 - A considerable amount of time is spent explaining the fees increases to walk in / nonresident campers.
 - Staff has spoken with many potential campers that left the park due to the nonresident fee increase.
 - There are many others that call on the phone or view the fees posted at the self-pay station that we do not talk to about the fees
- We have been getting questions from Idaho residents, who want to bring their out of state friends camping, how to get their friends a reduced camping fee
- We have continued work to clean up downed timber in the day use area
- Completed work on the park residence, replaced and repaired soffit and trim boards on the front of the house, installed new garage doors and painted the house
- We have completed replacing dock boards on one dock string and started on the second set
- Winterized the campground water system and shut down the restrooms
- Filled road holes in the campground
- Completed a hazard tree survey in the campground and then removed hazard trees
- Started grinding stumps in the campground
- Winterized the sprinkler system
- Started burning slash in the shop area

- Continued cutting and stacking wood to clean up area along Dufort road from 2020 windstorm
- Several volunteers have been helping at the park with clean up
- Most seasonal staff have finished for this year
- Manager and Ranger attended the region meeting
- Manager met with Ponderosa State Park ranger regarding an interp. trail sign project for Ponderosa S.P.
- Started the planning process for FY 23 budget
- Put out a request for quotes for ponderosa shelter concrete work
 - Quotes came in almost double the monies allocated
- Manager is working with SOLE and other community members to start the pollinator Garden planning
 - Involves the Native Plant Society, Bonner County Gardeners, The high school science classes etc.
- Manager has been working with Friends of Scotchman peaks to coordinate the winter tracks program at the park
- Winterized equipment and stored for the winter
- Several local volunteers helping at the park with clean up
- Manager attended the north region managers meeting
- We are starting to plan to participate in the City Nature Challenge for 2022
 - We are working with the local master naturalist group
- Manager has worked with the local radio station (KRFY) to record, via zoom, “community conversations” program to promote State Parks winter activities
- Tractor was repaired and returned to the park just in time to plow the first large snowfall

FARRAGUT STATE PARK – LIZ PALFINI, PARK MANAGER

Customer Service

- Farragut State Park is firmly in the slower season for October
 - Only Waldron campground open and will remain open until snow flies
- The nine-month reservation window for next year is opening and folks are experiencing the increase pricing for the first time
 - Many complaints are about the price increase and WA residents who feel betrayed
 - Getting lots of questions regarding what makes someone an Idaho resident
 - Several examples of customers gaming the system by using false info have been caught
 - We have been going w/Driver’s license for proof of residency and the ability to register to vote, not just saying you own land here
- Without manned gates we are seeing a remarkable increase in surcharge tickets for nonpayment.
 - The majority getting surcharges are local Idaho residents
- Starting November, we are down to a skeleton crew at the visitor center
 - Most of the regular seasonal employees will finish at the end of November
- Admin Assistant 1 working to restock park store and building displays w/storage for summer 2022
- Reservations for next year look good, but are coming in slower than normal
- Some of the Canadians are booking again even with the fee increase
- Moved to winter operations, the only campground currently open is Thimbleberry
- The park is snowed in – South and North roads are closed for the season

Park/Program Usage

- In October, we hosted family story time events in partnership with the Athol Library and had an Outreach Program for Sunrise Daycare
- 18 kids for Preschool Storytime for the month of November
- 12 kids 6 adults for Monthly Library Program for the month of November

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	
Interpretive Programming	1	48
Jr. Ranger Programming	0	
School Programming	2	64
Special Events	6	258

Staff Training

- All Field Staff attended weekly safety meetings. Staff attended the North Region meeting in CDA

Preservation of Natural, Cultural, and/or Historical Resources

- Nothing to report for quarter

Strategic Plan Actions

- In October all day use areas were open. Only Waldron is open for camping. No snow yet. Rangers are busy prepping the winter use trails and getting ready for snow
- Work has completed to convert Buttonhook campground into a day use space.
 - Fire rings have been removed and tables have been reconfigured.
 - Signs will be updated this winter.
 - We will be looking at improvements for that area in the next year
- Thimbleberry has been reconfigured to help accommodate the traditional 50 person or less buttonhook group camp visitor.
 - Partitioned into 4 smaller campgrounds that can be rented individually or in combination.
- This will allow us to serve visitors until we can get the Peterson group camps up and ready for visitors
- Only Thimbleberry is open for camping.
- Rangers are busy grooming the winter use trails and managing the snow.

Park Manager’s Narrative

- October was as busy as anticipated, and while the weather holds, we are getting a ton of hikers
- The non-resident fees are hitting hard
 - Non-resident folks are shortening their stay at Farragut or deciding not to stay.
 - Getting questions like “Seriously \$14 just to go hiking.” But rarely do hikers walk out.
- Camping revenue is holding steady compared to other years
 - Good indication the increased fees aren’t harming reservations
 - At this point we can see the increase in MVEF revenue from last year this time
 - July thru October there has seen a 55% increase in MVEF since 2021, which makes sense when half are paying double
- November was very wet, and visitation was slow

- I am in the process of formalizing a park wide emergency plan
 - Combining all hazardous materials information as well as utility locations for interagency communication during emergencies
- Retail sales are being impacted by supply shortages
 - Haven't been able to restock since the beginning of the summer due to the lack of product availability
 - I estimate we are losing about \$20,000 each month in retail sales
- An increase in retail budget would allow us some added flexibility to buy even during the winter months and stockpile retail goods for sale during the busy season while allowing us that flexibility to restock as needed during the summer too
- December was a great snow month, with great holiday visitation and busy weekends
- We are selling out of state annual passes but much slower than past years
 - Good indication the increased fees still aren't harming reservations.
 - July thru December total revenue is up and on track to beat last year's total and has already beat revenue totals for 2018-2020
- The renovation of the West side of Residence 5 has been completed and we will continue to the East side and the kitchen and the exterior

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

Customer Service

- Visitation based on funds received show we are slowing down in September
- The Eagles are coming in and visitation has increased (trail counters show 3582 along Silver Beach and 4892 along Higgens Point) but funds received show that the boat launch is slowing down in November
- Trail counters show 3419 along Silver Beach and 5183 along Higgens Point

Park/Program Usage

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	
Interpretive Programming	1	48
Jr. Ranger Programming	0	
School Programming	2	64
Special Events	6	258

Preservation of Natural, Cultural, and/or Historical Resources

- November saw steady day use visitation with local runners, walkers and families getting outside on nice days
 - The Eagles are in, so lots of photographers and bird watchers
- The Eagles are leaving now in December, so fewer photographers and bird watchers

Staff Training

- All Field Staff attended weekly safety meetings
- Staff attended the North Region meeting in CDA

Strategic Plan Actions

- Ranger planted 24 donated trees from a local nursery
- Ranger is working on dock maintenance projects as well as other wear and tear issues due to increased summer usage

- Looking at future educational partnerships to help enhance the visitor experience at Parkway
- We partnered with the CDA library to implement a story walk at Higgens point
 - Installed on April 14 and look forward to changing it out to a new story in the Spring
- The Eagle season was really short this year
 - Unable to find a weekend that would work for Eagle watch this year
 - Planning Eagle Watch weekend for 2022

Park Manager’s Narrative

COEUR D’ALENES OLD MISSION STATE PARK – WILL NISKA, MANAGER

Customer Service

- Mission and Visitor Center open, and additional staff brought on to help with maintenance
 - Had to close the visitor center for two days due to staffing issues in October
- Mission and Visitor Center open November with full staff for this time of the season

Park/Program Usage

- Use has significantly decreased all quarter with 5,478 total traffic count

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	0
Interpretive Programming	Tour/Program = 3	140
	DVD = 191	553
	Exhibit = 218	716
Jr. Ranger Programming	Books = 61	
	Badges = 55	
	Patches = 55	
	Certificates = 0	
	Programs = 1	0
School Programming	Schools = 8	602
Special Events	Wedding = 30	
	Mass = 2	

Preservation of Natural, Cultural, and/or Historical Resources

- Boom lift brought in to fix siding on Mission that was coming off
- Removed birds’ nest in eaves of the Mission rafters

Staff Training

- Nothing to report for quarter

Strategic Plan Actions

- Strategic Plan Objective: 5 – Be good stewards of the natural resources artifacts and assets entrusted to IDPR
- Action Item 6: Create reproductions of a Scotch Cap, Bandolier Bag, and Medicine Bag for display within the Sacred Encounters Exhibit to replace returned loaned artifacts
- Strategic Plan Objective: 1 – Provide different and unique outdoor experiences. 2 – Provide improved park visitor and recreation customer experiences. 5 – Be good stewards of the natural resources artifacts and assets entrusted to IDPR
- Action Item 7: Create and develop a Traditional Food/Bird/Butterfly Garden in the north Visitor Center planting bed

- Comments: Completed. Daily monitoring continued

Park Manager’s Narrative

- Current challenges include parking and lack thereof, lack of staff, site security, and lack of staff housing
- Fielded numerous phone calls and emails regarding scheduling of weddings, school visits, and special events
- Hobo Data Loggers not consistently working, needing to be constantly reset to record needed info
- Connectivity and computer issues hindered staff in completing their work duties
- Ranger spoke with Madden Media about being interviewed for the new video
- Updated Knox Box contact information with local fire department
- Spent most of the days removing and relocating snow

TRAIL OF THE COEUR D’ALENES – WILL NISKA, MANAGER

Customer Service

- Staff dealing with COVID leave
- Minimal staff on trail
- Removing trees as needed

Park/Program Usage

- Wallace – 4,866
- Harrison – 5,670
- Enaville – 6,175
- Kellogg – 4,461

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	
Interpretive Programming	0	
Jr. Ranger Programming	0	
School Programming	0	
Special Events	1	600

Staff Training

- Nothing to report for quarter

Strategic Plan Actions

- Strategic Plan Objective: 2 – Provide improved experiences for park visitors and recreation customers. 5 – Be good stewards of the natural resources, artifacts and assets entrusted to IDPR
- Action Item 4: Work with local birders, Audubon group and interested people to update the bird checklist for the Trail
- Comments: Working with contacts to find interested volunteers
- Strategic Plan Objective: 1 – Provide different and unique outdoor experiences. 2 – Provide improved experiences for park visitors and recreation customers. 5 – Be good stewards of the natural resources, artifacts and assets entrusted to IDPR
- Action Item 5: Assess all Interpretive Exhibits within the park

- Comments: Developing forms for record
- Strategic Plan Objective: 6 – Be good stewards of the funds entrusted to IDPR
- Action Item 7: Work with HQ staff to determine feasibility of corporate sponsorship for an advertising billboard. Work with HQ staff, and local chambers to determine and develop marketing strategy through social media.
- Comments: Updates/corrections to trail map for social media sites completed. Funding secured for trail marketing through local chambers and tourism

Park Manager's Narrative

- Continued to review leases and work with State Attorney to resolve various issues and encroachments during the quarter, Oct - Dec
- Connectivity and computer issues hindered staff in completing their work duties
- Park Ranger and Region Manager met with adjacent landowner to discuss encroachment of shop; another adjacent landowner to discuss issues with crossing permit and encroachment HMH Engineering and city of Wallace to discuss the 6th street bridge project
- Park Ranger and Region Manager measured distances for Avista lease
- Jackass 5k and fun run occurred with 600 participants in attendance
- Current issues/challenges include:
 - Unknown Park boundaries and property lines
 - Lack of staff to complete maintenance duties
 - Lack of park housing
 - Unauthorized motorized vehicle uses on the trails due to lack of sufficient access controls
- Trail inspection completed during the month of November separate from Arcadis
- Ranger met with South Fork Sewer district about future for a project within trail ROW
- Old bridge at Black Lake removed as part of Lamb peak/ Grays meadow project with IDFG
- Park Ranger and Region Manager attended Trail Commission meeting
- Manager attended RAMP meeting

HEYBURN STATE PARK – NATHAN BLACKBURN, PARK MANAGER

Customer Service

- October customer service needs were minimal w/camping use low and registration needs limited
- November customer service needs consisted of primarily assisting cottage lease holders with annual lease payments
- December customer service needs consisted of processing cabin lease invoices and assisting customers with registration needs on an administrative level and snow removal and facility maintenance on a field level

Park/Program Usage

- Camping was at the second highest on record for October
 - Only 2020 having greater numbers of individual campers
 - Cabin use was on par with historical norms
- Park use was minimal in November
- There were a handful of camper cabin reservations and day use consisted primarily of duck hunters and hikers

Program Services

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

Preservation of Natural, Cultural, and/or Historical Resources

- The initial design meeting for the Rocky Point Lodge rehabilitation project was held in July
 - Goal for the facility to be reopened to the public for the 2022 peak use season
- There is a direct sale of blow down occurring within Heyburn to minimize any beetle spread caused by the downed logs

Staff Training

- Nothing to report for quarter

Strategic Plan Actions

- Nothing to report for quarter

Park Manager's Narrative

- Park staff focused on winterization for the park throughout October and removal of all items from the Rocky Point Lodge in preparation for construction
- Ranger Nick Longobardi started his tenure with IDPR as well
- Park Manager Blackburn was focused on meetings with Coeur d'Alene tribal government, getting up to speed with different tribal projects associated with the park, and meetings for development projects
- Design work continued for Rocky Point Lodge, the Lakeview Cabin was reroofed, the pre-bid meeting for Chatcolet restroom occurred, the pre-bid meeting for the Lakeview Foundation occurred, and the Benewah Vault toilet install plans were finalized. All in all, a pleasant and productive October
- Ranger fully disassembled and tuned all chainsaws, rebuilt a bridge on the CCC trail, and development work continued
- The Benewah Vault Toilet was installed
- Cottage lease invoices were sent out and processing begun
- The CIP list was reimagined, with an additional 40 some items added to the list
- Three lift station pumps failed, but rangers were able to repair with the assistance of a boom truck from a local electrician
- Park staff has placed numerous game cams to curtail poaching and illegal firewood harvesting and worked w/BCSO and IDFG trying to catch several illegal firewood harvesters
 - One firewood perpetrator was contacted by Benewah County Sheriff's Office
 - There was a 6X6 bull elk shot and left to waste in the park with minimal evidence
 - At least one more firewood harvester is still active
- Ranger installed "no firewood cutting" signs at problem areas in the park.
- Assistant Manager Courtney Davenport completed removal of the interpretive supplies from the Rocky Point Lodge in preparation for the rehabilitation work to commence, wrote new work plans for all ranger staff, and began digitizing the interpretation archive

MCCROSKEY STATE PARK – NATHAN BLACKBURN, PARK MANAGER

Customer Service

- October customer service needs consisted of maintaining facilities for campers and day users and selling firewood permits
- November customer service needs were near zero with snow beginning in the early part of the month
- December customer service needs were near zero with extensive snow throughout the month causing access to be nonexistent

Park/Program Usage

- Park use dropped significantly with 10 or fewer campers and only a handful of trail users in October
- Park use was very low with no campers noticed and only occasional trail users in November
- Inability to access the park has resulted in an effective closure of all facilities in December

Program Services

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

Preservation of Natural, Cultural, and/or Historical Resources

- Idaho Department of Lands and Natural Resource Program Manager are managing a sale in the northern portion of the park
- A serious pine beetle infestation has instigated the planning of an emergency resource project to stop their spread
- The Northern Sky Sale roads were completed in October and logging began in November

Staff Training

- Nothing to report for quarter

Strategic Plan Actions

- Nothing to report for quarter

Park Manager’s Narrative

- Park use dropped significantly with few campers and day users
- The timber management project Northern Sky Sale was finalized with roads completed and logging operations to begin in November
- Park use was near zero with the roads snow covered and staffing was minimal
- Natural Resource Program Manager, Seasonal, Park Manager and IDL’s Allie Rauch met to inspect the logging job for the Northern Sky Sale
 - All were pleased w/the prescription and work being performed by the logging company
 - The sale is ongoing in tree removal, but weather is preventing the finish work which will commence in spring

HELLS GATE STATE PARK – CHARLIE CHASE, PARK MANAGER

Customer Service

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

Park/Program Usage

- Most of October’s usage figures decreased some compared to September’s, November’s usage figures decreased a lot from October’s and December’s usage figures decreased a lot from November’s
- Aspen Campground is the only campground available until March of 2022
- Camper cabins were occupied just under 10% of the time, compared to November’s 13%; full hookup sites had an occupancy of just under 11 % in December compared to 62% in November and electric sites were booked just under 11% of the time, compared to the 22% occupancy in November
- The marina has only two moorage docks available and slip rental has increased to 39% compared to 37% use rate during November

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	0
Interpretive Programming	0	0
Jr. Ranger Programming	13 booklets	13 attendees
School Programming	0	0
Special Events	1	700

Preservation of Natural, Cultural, and/or Historical Resources

- Nothing to report for October
- A moderate crew from the Idaho Youth Challenge worked for the day raking leaves in Aspen Campground
 - Six campsites and the Tammany Cabin were cleared of a heavy layer of leaves
- Most of Aspen, Day Use, and Cottonwood areas are raked of leaves
- Ranger and seasonal worker cut and bucked up several trees when it was too wet to rake leaves

Staff Training

- North Region Meeting attended by Ranger, Assistant Manager, and Manager
- Manager zoomed an herbicide training from Wilbur-Ellis to complete his bi-annual renewal credits
- Manager also attended the North Region manager’s meeting at Dworshak State Park during the middle of the month

Strategic Plan Actions

- Nothing to report for quarter

Park Manager's Narrative

- October was a nice month. A few rainy days but mostly wonderful temps and only one day of frost. The leaves have been turning colors and carpeting the ground
- Ranger Dylan Goodell joined our happy crew October 7th is coming to us from Utah
 - Has a good background in grounds maintenance and some good equipment skills
- Winterization of the campground irrigation system was completed by the end of October
 - A broken irrigation line in the marina prevented it from being winterized in October
- We are currently playing musical camp hosts
 - As one set leaves a new set comes in
 - Assistant Manager has done a good job of recruiting volunteers and hosts
- Due to covid restrictions, the annual Haunted Hayride had to be cancelled
 - Replaced hayride with a Trick or Treat event in our Birch Loop Campground
 - Around 700 kids and parents visited our campers in Birch Loop on October 23rd
 - Will try to organize something very similar for 2022
- Park attendance dropped significantly in November as per previous years
 - Weather was warmer and wetter than usual this month
- Birch and Cottonwood Campgrounds were winterized and closed for the season
- Aspen Campground was partially winterized, as the water was shut off to campsites 2-17 and the heat tape was inspected and plugged in to sites 18-30
- Another five cords of cut firewood was obtained from Round Lake State Park
 - Two volunteers and two employees drove our dump truck and pulled Dworshak's dump trailer up to Round Lake and loaded the wood
 - We would love to get about 20 cords cut and split, which should hold us for one full summer of firewood sales
 - We currently have community service volunteers splitting and stacking the wood
- A leaking toilet in the upstairs of the marina store caused damage to the ceiling downstairs. Ranger worked on the toilet but was unable to find the cause of the leak
- December was mild and rainy until the 30th when we received 7.2 inches of powder snow
- The plow was attached to the fire truck and the little plow went on the Kubota tractor and plowing began
 - It took two days to plow the main road and three parking lots

WINCHESTER LAKE STATE PARK – STEVE KUSKIE, ASSISTANT PARK MANAGER

Customer Service

- The last of the repaving project was complete mid-month
- Once the retaining wall went in at the shower house parking, the contracted portions of the project were done
- We limited the office hours in October, but still accepted appointments outside of posted hours
- Registrations haven't been terrible, anticipate an increase as the winter season draws nearer
- November proved to be a slow month for customer service as our visitation was low with only a handful of campers and the yurts occupied over the weekends mostly
- Minimal registrations were issued and there was no real visitor center traffic
- We implemented a longer reservation season, extending it two months
 - We've seen a reservation or two take advantage of this change already
- December came in with a whimper then turned full on winter w/feet of snow fall, -16 overnight temps and sustained 20-30 mph winds

- We had one group cancel over the Christmas holiday due to the extreme weather, but most have kept their yurt reservations
- We spend much of our time plowing, shoveling out bathrooms and snow blowing into the yurts

Park/Program Usage

- We've had several multi-day camps in over the month of October
 - Most stays are one-night folks headed elsewhere
- Appaloosa loop had one hearty soul stay one night in December
- Tamarack yurt averaged of 39% usage
- Snowberry, Lodgepole and Ponderosa averaged 12% usage
- Folks tell us they prefer the one with a microwave this time of year
 - Tamarack is the only one that offers a microwave

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	N/A	N/A
Interpretive Programming	0	0
Jr. Ranger Programming	N/A	N/A
School Programming	Self-Guided	
Special Events	N/A	N/A

Preservation of Natural, Cultural, and/or Historical Resources

- IDL has burned the 'red-needed' piles at the entrance to the park
 - They will burn the remaining piles in the spring and that will complete the thinning project in that area, and they have started in on a couple other areas as they have time
- Thanks to our Natural Resource Manager for funding the burn paper for this project
- A meeting is scheduled for early January to discuss further pre commercial work on WLP and more thinning/ground burns within WLSP
- We will also participate in a fir beetle eradication effort thanks to funding from IDL
- New Ranger has begun the process of outfitting the loaner backpacks with applicable winter activities and tools to make that program viable year-round

Staff Training

- None in October or November
- The Park manager attended Supervisory Academy in December

Strategic Plan Actions

- We are going to try and incorporate a wider variety of programming this season
 - This will hopefully include an array of interpretive offerings
- Increasing revenue – Our overall visitation is on the rise

Park Manager's Narrative

- Development projects were submitted this month
- The residence received a new pellet stove
- Installed a couple living pads in the upper loops before the freeze hits
- Moving a good amount of snow already, putting a bright spotlight on how dependent we are on the equipment.

- We lost the motor on the plow blade for about a week and the park suffered
- We did what we could with the other equipment but were thankful to get the blade up and running again
- Ice fishing is in full swing, ice rescue training is being discussed for the end of January
 - There are a lot of new folks trying this sport, it has local rescue folks a little worried

DWORSHAK STATE PARK – JOHN SEELY, PARK MANAGER

Customer Service

- The Freeman Creek Entry station is closed for the season
- Registrations in the Big Eddy Office are now by appointment only
 - Big Eddy office hours are also by appointment only due to a lack of staff
- The Freeman Creek Entry station is closed for the season.
- Registration sales are picking up a little with the 2022 stickers now available

Park/Program Usage

- Traffic counter numbers were down approximately 30% from last year for October
- Total reservations are down by approximately 20% from last year but has continued the upward trend from previous years
- Big Eddy lodge was reserved four of the five weekends in October
- Cabins are still open and able to be reserved
 - The cabins were closed for 10 days for maintenance and pesticide application
 - Still being occupied by hunters
- Traffic counter numbers were up by approximately 37% from last year for November
- Freeman Creek traffic counter numbers were up by approximately 237% from last year
 - There were less campers than last year, so this could have been day use visitors with park passports
- There were 4 reservations for the month of December
 - This is down by two from last year, but traditionally there are no reservations for the month of December
 - Big Eddy lodge had one reservation for the month, with two cabin reservations

Program Services

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

Preservation of Natural, Cultural, and/or Historical Resources

- In October the slash piles along the fire line were burnt and in November the slash piles were cleaned up and re-piled for further burning in the spring
 - Further brush mitigation is required
- Dworshak is waiting for a trail cat, culverts, and road base rock to be able to complete the project
- Dworshak received two snowmobiles from north region headquarters
 - This will aid in better winter observation of the park

Staff Training

- Park Manager attended in person the North Region Fall Meeting
 - Ranger attended via zoom

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. Work continues with the park water line replacement. The boat launch parking lot was repaved, and 9 more Truck and trailer parking spaces were added
- The park is nearing completion of a fire break along the western boundary of the park fulfilling Performance Measure 3.1.2 to improve fire safety within our parks
- A culvert and fill dirt will be needed to finish this project
- Former Park Manager has been developing a long range weed management plan for the park, helping to meet Objective 5 subcategory of quality natural resource management in our parks. This project was completed in January.
 - Seely will begin implementation of this management plan in the spring of 2022
- Expansion of the retail program at the Big Eddy Marina store and the Freeman Creek campground will help to meet Performance Measure 3.2.1, to continue to seek additional revenue.
 - In spring of 2020, former Manager purchased a large display case that was installed on the exit side of the Entry Station.
- Further expansion with mugs, water bottles, and sweatshirts are recommended but Operation Budget is insufficient to accommodate additional purchases with increasing utility costs.
 - A limited number of mugs were purchased and where a hit with campers.
- A small building for retail sales may be the next step in increasing retail sales.

Park Manager's Narrative

- Ranger and Park Manager have had to cover compliance due to no seasonal employees
- Maintenance Craftsman has begun working fewer hours in October
- When Park Manager is off, Park Ranger must drive the hour and a half round trip to check on the marina every day, taking time away from other projects
- Park Manager is reviewing options for opportunities within the park for improvements
- A few extra patrols are needed to make sure people are not hunting in the park
- In November hunters were the primary visitors to Freeman Creek
 - Most of the hunters were launching boats and heading up the reservoir
- Dworshak received a snowmobile from the north region office
 - This will allow us to check on Three meadows in the winter
- Maintenance Craftsman is offsite but is working on updating the park maintenance manual
- Usage slowed down at Freeman Creek with hunting season ending on December 1st
- Traditionally the park has no reservations for the month of December
 - This year and last year have seen a change to this
 - Advertising cabins on social media will hopefully continue this trend
- The park received another snowmobile for Three meadows access in the winter
 - Ranger has given them a once over and both appear to be in good working order.
- Big Eddy was rented for one Christmas party, but the Corps did not plow the road that day
 - Many of the vehicles had to park at the bottom of Viewpoint Road, but the guests were still happy

**SOUTH REGION QUARTERLY REPORT
OCT-NOV-DEC 2021**

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 – THERESA PERRY, SOUTH REGION BUREAU CHIEF

- The region manager participated in a leadership team meeting with other IDPR staff in October at Ponderosa State Park. The goal of the meeting was to explore the current IDPR vision statement and determine if revision is needed and we discussed the IDPR strategic plan and agency challenges.
- The combined south and east region manager meeting was held on November 9 and 10 in Twin Falls. This long overdue meeting served as an excellent opportunity for staff to connect and share experiences, challenges, and updates.
- Monitoring and understanding the region operating, minor maintenance, and road and bridge budgets continued this quarter.
- Regular agency policy reviews and discussions with the operations chief and fellow region managers continue almost weekly during this reporting period. Some of the policy topics have included film permit processes and concessions in parks. Gathering comments and suggestions for the revision and ultimate ordering of camping and day use envelopes has started as well.
- We continue to have monthly south and east region manager's conference calls. These monthly calls provide a platform for staff to provide updates along with an exchange of operational challenges experienced and possible solutions.
- Park staff from Lake Cascade, executive staff, and the region manager met with Tamarack resort and Lake Cascade Sport and Marine in November. The specifics of each of their proposals to develop marina service at Lake Cascade State Park were discussed. This same group of IDPR staff also met in December to discuss the details of each proposal and how they may fit into the park operation.
- Recruitment and hiring continued during this quarter. The Lake Cascade and Eagle Island assistant park manager positions were filled, along with one ranger position at Lake Cascade. The lack of housing was the reason given by the second applicant to decline the second ranger vacancy at Lake Cascade - that position remains vacant. The three region managers also participated in the second round of interviews for the development bureau chief position.
- All south region parks transitioned into their winter operations. Limited seasonal staffing creates challenges for the parks to maintain regular hours at visitor centers and to provide full maintenance services. Increased winter use such as ice fishing, Nordic skiing, and snow hill use, require additional snow removal and staff time to ensure consistent and safe access.
- Planning for the February compliance enforcement officer training is underway. This training will provide the required 20-hour refresher and the required initial training for new park staff members.
- The current work location for the south region manager is in Cascade in a building that is shared with Valley County's University of Idaho Extension and 4H staff and the staff of Kelly's

Whitewater Park. The south region manager was notified in December that this privately owned building is scheduled for remodeling, and eventual repurposing, in the fall of 2022. This change will require all occupants to find a new work location. The effort to find a new office space for the south region will begin in the spring.

BRUNEAU DUNES – BRYCE BEALBA, PARK MANAGER

Customer Service

- Visitor center entrance remains at a maximum of 12 visitors at a time due to Covid.
- Installation of a remote camera system and projector upgrades began at the observatory and Steele-Reese building which will give us the ability to view telescope images from inside the education center. Hoping to finish the project in mid-January and be able to install the hardware and software.
- The observatory refurbishment project was delayed as the contractors discovered they had the wrong replacement casters for the rotating building.
- Construction of the new entrance kiosk and the visitor center parking lot paving began in October. The project will provide a safe location for staff to interact with visitors and collect fees as well as providing a significantly upgraded parking lot and ADA pathway for customers. Asphalt and concrete have been poured and the bulk of the exterior is finished with the interior, electric, and AC remaining.
- We are seeing an uptick in portrait photography in the park. Most photographers are coming from the Boise area and are unaware of permit requirements. We explain the requirements to those we interact with and have reached out to several of those businesses on social media.
- We have been coordinating with an Airstream volunteer group who are planning on camping in the park next season. They would like a service project and we have agreed that they would build trailhead kiosk signs for our three main areas.

Park/Program Usage

- The visitor center had 1305 visitors in October, 669 visitors in November, and 164 visitors in December.
- Campgrounds and day use areas stayed relatively busy in October and sandboarding remained a popular draw to the park. As the season progressed, visitation slowed but sandboarding was still popular among those that did visit.
- The Boise Astronomical Society (BAS) held its annual Star Party in the park in October however, they did not allow public participation this year due to concerns over the Delta variant.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming	0	0
Interpretive Programming	28	211
Jr. Ranger Programming	0	0
School Programming	0	0
Special Events	0	0

Preservation of Natural, Cultural, and/or Historical Resources

- The Small Lake boat ramp opened in November. A significant number of trees, reeds, and brush were removed, dramatically improving access and appearance to the ramp. Installation of the new boat docks was pushed into January as region crew was busy.
- Our well was repaired but we are seeing the impacts of the well failure on park trees. Despite our best efforts to preserve the trees, many died and will need to be cut down and replanting will be needed at the campgrounds and the observatory lawn. We have requested an additional well to be

drilled to supplement our irrigation (CIP list item) and Keith Jones visited in December to discuss replanting and future landscaping plans.

- Scout troop 255 performed a service project in the park, collecting sagebrush seed for restoration efforts and picking up litter.
- We were able to secure 200 sagebrush starts from IDFG to begin restoration efforts in the areas burned in the past few years. We are hopeful that IDFG will work with us to supply starts for wildlife habitat and organizing volunteers for future plantings.
- IDFG planted 500 trout in the Big Lake to provide for a winter fishery. We are discussing sampling in the Big Lake to determine if the 2017 bass and bluegill planting was successful. If not, we will be looking at possibly stocking catfish in the lake to provide for a warm water sport fishery.
- Increased arsenic levels in the well are a concern. We are looking into filtration systems for the areas used by staff as DEQ has determined visitor access is under the threshold required for treatment.

Staff Training

- Park manager attended the region manager meeting and staff were able to watch a portion of the meeting via Zoom.
- Rangers continued studying for their Aquatic Herbicide applicators license and/or Arborist certification.

Strategic Plan Actions

- Social media numbers are up significantly due to outreach from our park interpreter.
- We have attended the Mountain Home Travel and Tourism meeting via Zoom.
- Numerous park improvements are planned or have begun, including a new entrance kiosk and visitor center parking lot, an additional telescope, existing telescope upgrades, and a new observatory parking lot.
- Funding is being sought for additional projects such as the Small Lake viewing platform, an additional irrigation well, and HVAC replacements at the Steele-Reese building.

Manager's Narrative

- We are seeing our regular seasonal increase in after-hours off-roading now that there are less visitors in the park.
- Park astronomers have been working on the Dark Sky application since the observatory closed for the season. We estimate it is 60-70% done. We need some new light meter readings and need to solicit some new letters of support. We have reached out to the International Dark Sky Association for guidance on submission of the application but due to an increase in applications and interest, they are behind schedule.
- The addition of the new telescope will necessitate an increase in seasonal employee funding as we will need to hire at least two part-time astronomers. We may be able to attract interns through the NASA grant at Boise State University.

EAGLE ISLAND – MATT COOPER, PARK MANAGER

Customer Service

- Responded to visitors' questions concerning the zip lines and snow hill via phone, Facebook, and email.
- We continue to talk with event coordinators for 2022, including the Pulse Endurance Runs and the Aaron Butler Memorial Purple Heart Runs.

Park/Program Usage

- Park visitation increased in October and November due to great weather and events returning after last year's cancelations. December visitation was good especially on weekends. Gateway Parks' opening of the tubing hill also helped to increase visitation.

- Special events included two-disc golf tournaments, four district cross country meets, State Cross Country Championship, Nike Northwest Cross Country Invitational, and Idaho Capitol City Kennel Club.
- 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	7	3231

Preservation of Natural, Cultural, and/or Historical Resources

- Someone used bolt cutters to cut locks on the slaughterhouse building in October.
- Met with Keith Jones to talk about natural resource issues and improvements.
- Continued to patrol the park’s historical buildings and look for damage from vandalism.

Staff Training

- Met with Ada County Sheriff’s Office Deputy Marlon McCowan to discuss Compliance Enforcement Officer training.
- Water rescue training would be good training to have for permanent and summer seasonal staff.

Strategic Plan Actions

- Working with City of Eagle on the trails master plan.
- Working with sheriff’s department regarding bike patrols at Eagle.

Manager’s Narrative

- Well and pump repairs were finished and staff began water quality testing and worked with DEQ for proper sampling. We were able to open the restrooms and drinking fountains on October 1.
- Met with Dane Weber to talk about the feasibility of him renting paddleboards next season.
- Met with Steve Gustafson (ZipBoise) to talk about his plan to add an educational aspect to his program.
- Met with Ryan Neptune of Gateway Parks to talk about laying road mix in front of his ticket office and over our east culvert, storage container fencing, and installing a water line to the back of the east restroom and his trailer location.
- Both main sewer lift station pumps are failing and are now having electrical control issues. We are working with a pump company to diagnose the issue.
- Met with representative from the Aaron Butler Memorial Purple Heart Run to discuss the feasibility of us hosting the event.
- Met with WildRoots Outdoor School to discuss upcoming spring classes.
- Working with Mike Dimick from Boise Flood Control (Boise River), to repair the north channel levee.
- Continued to work with development on replacing the wood walking bridge into the park.

LAKE CASCADE – BLAKE PACKER, PARK MANAGER

Customer Service

- Many of the campground units were closed in October and only Van Wyck, Blue Heron, Poison Creek, and Boulder Creek were left open and made available on a first come first serve basis. We will continue snow removal in those units in addition to the visitor center, BOR office, Crown Point Trailhead, and the Crown Point free lot.

- For the second year in a row IDFG and Lake Cascade will work together to maintain the Boulder Creek day use winter access point for visitors.
- Staff continues to groom the parks Nordic trails for visitors to enjoy.
- The park has seen a continued increase in 2022 snowmobile sticker purchases. We have also noticed an increased interest from visitors in purchasing their snowmobile and OHV registration stickers online.

Park/Program Usage

- Park visitation decreased in November, mostly due to the road closure on Highway 55 from a landslide. Mild weather and lack of snowfall may have contributed to this decrease as well.
- Weather patterns throughout December limited the formation of safe ice conditions on the lake. This caused the park to have decreased visitation from anglers seeking ice fishing.
- The park started grooming the Nordic trails during the third week in December after receiving an adequate amount of snowfall.
- IDFG is now permitting fishing tournaments and currently there are two ice tournaments scheduled in February.

Program Services

- Due to lack of staff, the park is currently not providing programming for the Cascade After School program. This is a significant change as we have been one of the community program providers for several years. Once the park is fully staffed this service will be reconsidered.
- Staff is developing a program that will allow visitors to observe the life cycle of trout. The park is utilizing our Trout in the Classroom fish tank to present an opportunity for visitors to learn about trout food sources, anatomy, habitat, reproduction, and their life cycle. This is being done with assistance from Idaho Fish and Game and private partnerships.
- Park staff planned and organized Idaho Free Winter Access Day. We worked with local partners including Tamarack Resort, Cascade Aquatic and Recreation Center, Horizon’s Lifestyle and Education Team, and the Cascade Nordic Club to organize this event for January.

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

- Dilapidated fencing at Boulder Creek was removed in November and will be rebuilt in spring of 2022.
- Staff removed several hazard trees in Buttercup Campground and Boulder Creek Day Use area. Several other trees throughout the park were identified for removal in the spring.

Staff Training

- Rangers led a chainsaw training course for staff that covered hazard tree felling techniques, bucking and limbing, chainsaw maintenance, and safety.
- We have scheduled training for some of our staff including: DHR’s Crucial Conversations, Supervisory Academy, First Aid/CPR, and Snowmobile and Avalanche Awareness.
- Two of our rangers will attend the full IDPR Compliance Enforcement Officer training and two rangers will attend the CEO refresher training.

Strategic Plan Actions

- Park staff worked with development on the Crown Point and Blue Heron projects addressing design and NEPA document details, and to install new anchors at Blue Heron for future dock improvements.

- Staff also worked with development to develop options to address issues with the Poison Creek irrigation system and to plan for the repair of the boat ramp at Sugarloaf next spring.

Manager’s Narrative

- A new assistant park manager was hired in November and we hired a new ranger at the end of December.
- Park staff have been working with Idaho Sled Dog Challenge planners to organize and plan for this event which will be held January 29 through February 3.
- The park received a new temporary concession proposal to provide food and beverages to visitors out on the lake through the ice fishing season. This proposal was submitted by the owners of Valley Bait and Tackle; the name of the vendor is the “Hot Dog Hut”. Additional documents are needed from this vendor prior to its approval.
- We have worked in partnership with the Southern Valley County Recreational District (SVCRD) and the Cascade Nordic Club to expand participation in Nordic skiing. This year the SVCRD is taking 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 such as the Free Winter Access Day and will continue to provide supplies such as grooming equipment, trail markers, and a porta potty at the Hasbrouck area.

LUCKY PEAK – SURAT NICOL, PARK MANAGER

Customer Service

- In November we installed the disc golf course at Sandy Point which will remain for the winter.
- Snow and ice reduced visitation at Spring Shores in December.
- All units are off leash until May 1.
- Spring Shores ramp is available for launching but has a lot of ice and is not recommended.

Park/Program Usage

- In October Sandy Point hosted a 2-day disc golf championship tournament with about 90 participants playing over the two days.
- Sandy Point hosted two cyclocross races this quarter with a total of 120 cyclists over the two days. Participants on specialized bicycles raced a course that utilized the entire park and with various terrain such as sand, water, mud, grass, and pavement.

Program Services

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming	2	30
Jr. Ranger Programming		
School Programming	2	55
Special Events	2	240

Preservation of Natural, Cultural, and/or Historical Resources

- Wildlife have struck at Sandy Point. Squirrels twice chewed through the wire mesh used to keep them out of the lower restroom. The invaders were live trapped and released back into the park but have continued to attack the wire mesh and gain entry. A beaver has also done damage to trees and dammed up the gate valves at the Sandy Point pond. Rangers spent a great deal of time to clear the gates and drain the pond for the winter. It appears the beaver has now moved to Discovery and is building a lodge across the river. Some smaller trees were cut down and we are now wrapping wire mesh around trees.

Staff Training

- Manager certified as a Verbal Defense and Influence instructor and will conduct a training for CEO classes in February.

- Ranger is training and studying for chemical applicator's license.

Strategic Plan Actions

- Discovery was the host site for a BBQ for new refugees to Boise. This project was the result of our ranger working with GLOCAL, a local refugee assistance organization, to bring families from Afghanistan and Congo to the park. Families were given walking tours and treated to Dutch oven cooking.
- Regular meetings with Southern Idaho Sailing Organization were held on developing an adaptive sailing program for youth and veterans.

Manager's Narrative

- Our ranger is part of an expert panel for Riverstone School involving a hypothetical fish kill on the river. Students will use science, research, and deductive research to determine the cause of large fish kill on the Boise River. Ranger also did a classroom presentation at Riverstone International School on animal adaptations. She will be doing more programs as we develop our partnership with local schools.
- Manager sent a letter of support to Ada County Parks and Waterways (ACPWW), as they pursue a grant to replace 15-year-old boat engines through a WIF grant. ACPWW has been a great partner over the years, and we are happy to help and wish them success.
- We have been using our trail camera to capture images of wildlife at Sandy Point. The back of our shop is a regular highway for bobcats, raccoons, and deer. We also got great footage of beavers at Discovery taking down a small tree. Beavers have since been mailed a cease-and-desist order.
- Staff spent time prepping for the Polar Bear Challenge to be held on January 1. Sponsors were kind enough to plow the roads and parking lot but the ramp was too icy and remained unplowed. This event unfortunately had to be cancelled.

PONDEROSA – MATT LINDE, PARK MANAGER

Customer Service

- Camping wrapped up mid-October which contributed to lower public interaction.
- Customer service has been limited due to lack of available staff. We did however hire a seasonal to help with answering the visitor center phones and questions while our AA1 was on vacation.

Park/Program Usage

- October brought visitors to the park to walk and ride the trails in the park, along with trips to the point overlook, which is the most popular activity this time of year.
- November was mostly quiet with mostly locals who came to walk their dogs or ride the trails.
- Visitation did pick up in December due to Nordic customers who came to purchase day and season passes, and to enjoy the snow. We have seen a tremendous upsurge of patrons who are utilizing the park for winter recreation.

Program Services

- All programs over the last quarter were done by the Roots Forest Preschool within the park. These programs have different ages and types of classes that they put on for the kids. Guest presenters do different programs that are above and beyond the regular curriculum of the teachers. Program numbers reported include the adults that are attending the presentation as well as the kids. Most of the time the adults are the parents of the attending children.
- The Trek to the North Pole was cancelled again this year due to Covid. The Roots Preschool folks typically put this on but have chosen to bypass the last two years due to the pandemic.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming		
Jr. Ranger Programming		
School Programming	116	1497
Special Events		

Preservation of Natural, Cultural, and/or Historical Resources

- Natural resource work was started at the Northwest Passage Campground in October. We removed several hundred trees in that campground and are about halfway done with the project.
- The fossil display is stalled unless we can get a grant to help offset the cost of the display.
- Work on the Meadow Marsh 2 project was mostly wrapped up in the beginning of December. We burned some of the slash piles and moved obstructions that would interfere with the Nordic program. About 150 slash piles remain that were too wet to burn last fall and will be burned in the fall of 2022.

Staff Training

- Nothing to report.

Strategic Plan Actions

- The front four cabins all need roof work to stop the ice dams from backing water into the rental units. The contract was awarded and by the end of January we expect to have the cabins ready for visitors.
- We are working with Eric Bush on an underground utility upgrade to the Blackberry loop of the campground. We are also replacing the floor in the Bear cabin and replacing an ADA shower in the Moose cabin.

Manager’s Narrative

- We are planning to get the visitor center store back up and running in the first part of December and to sell what inventory we have remaining in the basement. We plan to purchase more items that will sell during the winter.
- A piece of equipment that would be helpful to have is a grader. The snow floor builds up on our roadways as it snows and then gets driven on and packed. Thawing cycles then turn the roads to a mashed potato consistency. With a grader we could keep the snow floor at a manageable level and use it to grade the roads in the summer. When the south region grader is ready to cycle out maybe it can be re-assigned to Ponderosa.

THREE ISLAND – NITA MOSES, PARK MANAGER

Customer Service

- The propane tank in the Wagon Wheel loop ran out of propane on October 19. Staff worked with our new propane company through the evening and the next morning to ensure that the campers had hot water.
- November weather brought good camping conditions even after the end of peak season.
- Customers are encouraged to check our webpage and/or Facebook page for any unscheduled closures. These unexpected closures are also posted at the entrance kiosk and on the history center entrance door.
- The day use area restroom and shower facilities continue to remain open this winter. They serve mostly cabin renters and day use visitors, but our Wagon Wheel campers also appreciate them.
- Staff is working to line up volunteers and seasonal employees for the 2022 peak season which is just around the corner. We have had to turn away candidates who refuse to abide by the department’s Covid-19 guidance related to masking. Some of those turned away have requested to be kept on file for future years if anything changes.

Park/Program Usage

- The visitor center served 1,180 visitors for the month of October, 273 in November, and 137 in December.
- Occupancy for the park's eight cabins was high in October and park visitors still came to the park well into November due to the good weather. December, the holidays, and extreme cold brought a slowdown in visitation. We do have some regulars who come faithfully every day to walk their dogs.
- The Idaho State Police held a leadership meeting at the park in October with 13 participants.
- Two disc golf tournaments were held this quarter that are part of a winter series booked by a disc golf club earlier in the year. They schedule dates throughout the winter and need little to no assistance from park staff.
- In October we had a church group of 26 that visited the History Center for an impromptu tour, and that same day we had a scheduled tour for Jim Mulvihill Tours for 13 people.

Program Services

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

Preservation of Natural, Cultural, and/or Historical Resources

- Manager inspected the southside park property and found that visitors have been driving past the parking lot barriers and parking right next to the interpretive panels. We are discussing placing barriers in this area to prevent off-roading.
- Manager graded the southside park property entrance road and parking area. She noted that the fence surrounding this area needs attention because cows have made it onto the property.
- Natural Resources Manager Keith Jones visited the park on December 28 to inquire about any/all park needs regarding the preservation of park resources.

Staff Training

- Staff took the Cyber Security Training in October.
- Our new administrative assistant continues to grow in his new position. He has been taking the initiative to go through files and familiarize himself with monthly tasks and completing them on his own with little assistance.

Strategic Plan Actions

- Sales in our gift shop were excellent in October but slowed in November and December due to slower visitation.
- As of the end of December, FY22 gross retail revenue including firewood and ice: \$25,944.19 and retail expenditures for FY22: \$18,437.06.
- Park donations, non-specific, collected solely at the kiosk totaled \$4,574.50 for CY2021.
- Capital improvement projects list was discussed with development.
- An on-site meeting was held with development and park staff, and Power Plus, Inc. was awarded the bid for the Trailside electrical upgrades. Power Plus is confident they can have the underground work done by peak season and maintain current electrical supply until they receive transformers and swap to the 50-amp service.

Manager's Narrative

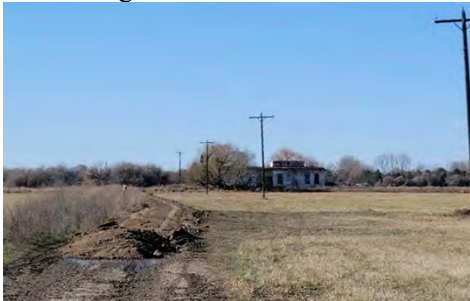
- The lights in the museum at the history center quit operating properly in October. We received an estimate for repair but are looking for a second opinion as the first estimate was over \$16,000.

- We found a leak in the visitor center hot water circulatory pump system that hasn't worked in over 10 years. We plan to look into the cost of replacing the pump.
- Manager attended the east/south manager's meeting in Twin Falls in November.
- The park's internet is DSL provided by Century Link and runs through old, buried phone lines which need to be replaced. During bad weather the park often loses internet. Possible solutions are being discussed, including switching providers.
- Manager agreed to be a LUMA tester if needed.

SOUTH REGION MAINTENANCE CREW – CHRISTOPHER RE, FOREMAN

Eagle Island

- Took advantage of the rain and graded the road to the equestrian area.
- Raised the trail from the slaughterhouse to Mace Road to help prevent flooding in the summer due to irrigation.



- Reorganized the storage building to give Eagle Island access to half the building.
- Built a dirt ramp into the storage building so the park can store their UTV in the winter.



Lake Cascade

- Helped park staff remove the docks from Blue Heron for the season and we also removed the docks at Van Wyck and placed them in winter storage.

Lucky Peak

- Worked with Spring Shores to transport their tractor to Idaho Tractor for repairs and brought it back to the park after repairs were completed.

Ponderosa

- North Beach - Helped staff clear north beach of debris and fallen trees that blew over during the summer.
- Added a culvert to the bike path which gets washed out every spring due to snow melt.
- Moved Ponderosa's tractor attached snow blower from Burkes tractor back to the park.
- Added a pad by the main camping area to hold all the trash dumpsters.

South Region

- Picked up the new dump truck.