

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Board Zoom Meeting

Idaho Department of Parks and Recreation Board

5657 Warm Springs Ave

Boise, ID 83716

April 6, 2023

10 A.M. MT

Zoom Meeting Link:

<https://us02web.zoom.us/j/85165803630?pwd=V2RnZjByUFNXZ2RKcUdKNTg5K3crdz09>

Meeting ID: 851 6580 3630

Passcode: 181758

AGENDA

Monday, April 6, 2023

- **10 A.M. (MT)** Call to Order - Chairman Beckley
 - Roll Call
 - Additions or Deletions to the Printed Agenda
- FY24 Employee Compensation Plan Approval - **Action Item** - Director Buxton & Debbie Hoopes
- Director Update - **Information Only** - Director Buxton
- Challis Hot Springs Use Fees - **Action Item** - Seth Hobbs

* 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.”

- Executive Session* - **Action Item**
 - (b) Personnel
- **ADJOURN**

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

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

AGENDA ITEM
Board Zoom Meeting
Idaho Department of Parks and Recreation
5657 Warm Springs Ave
Boise, ID 83716
April 6, 2023

AGENDA ITEM: **FY2024 CEC Pay Plan**

ACTION REQUIRED: **Board Approval for DRAFT FY2024 CEC Pay Plan for IDPR permanent staff.**

PRESENTER: **Susan Buxton, Director/Debbie Hoopes, Human Resource Officer**

PRESENTATION

BACKGROUND INFORMATION: Board approval is required prior to implementation of CEC increases. This is a draft document and requires approval from both DHR and DFM. There will be minor changes required by DHR/DFM prior to approval and implementation. Board approval will allow the submission/implementation of the plan with no requirement for IDPR Board to approve minor changes. Once approval is given by DHR/DFM the increases will go into effect with a target of four (4) pay periods early.

STAFF RECOMMENDATIONS: Staff recommends that IDPR Board approves the FY2024 pay plan as presented with the understanding that there will be minor modifications driven by DHR/DFM prior to final approval and implementation.



State of Idaho

Department of Parks and Recreation

BRAD LITTLE
Governor

SUSAN E. BUXTON
Director

Idaho Park and Recreation Board

Brian Beckley, Chair - District 3 | Chuck Roady - District 1 | Hugh Cooke - District 2 | Mike Roach - District 4 | Amy Manning - District 5 | Louis Fatkin - District 6

TO: Lori Wolff, DHR Administrator
Alex Adams, DFM Administrator

FROM: Susan Buxton, Director

DATE:

SUBJECT: FY 2024 Change in Employee Compensation (CEC) Proposal

In accordance with the Legislature's approval to provide a \$1.20 per hour increase for each permanent employee, to be distributed based on merit as determined by agency directors, Idaho Parks and Recreation formally requests review and approval of our proposed plan to distribute these funds within the parameters outlined by DHR and DFM.

Compensation Policy

IDPR's Compensation Policy is attached.

Effective Date of Implementation

The effective date will be April 15, 2023, (pay date May 12, 2023) for those FTPs with a current performance evaluation on file, or immediately after satisfactory completion of probation as applicable. Vacancies in FY 2022 have generated enough salary savings to implement this plan four pay periods early.

FY 2024 Component 1 – Merit Increase

Include details about which employees are eligible – i.e., entrance/promotional probation. Must include requirements for a current evaluation and completion of statewide respectful workplace and cybersecurity training for performance-based increases.]

Estimated Performance Ratings	Does not meet expectations	Meets expectations	Solid sustained performance	Exemplary performance	Totals
	0%	0%	0%	0%	0%

Performance

	Does not meet expectations	Meets expectations	Solid sustained performance	Exemplary performance
86% -- 125%	\$ -	\$ 1.00	\$ 1.20	\$ 1.40
70% -- 85%	\$ -	\$ 1.10	\$ 1.30	\$ 1.50

Distribution Breakdown

Performance

Market

*** Estimated % Cost of Distribution**

* Assumes salaries are evenly distributed across pay grades and performance ratings

FY 2024 Component 2 – Targeted Classification Pay Increases

Include any other relevant information such as specific positions the agency wishes to address compensation issues with; performance bonuses; reasons an employee would not be eligible to receive an increase; TSM bonuses; etc.

FY 2024 Component 3 – Payline Shift

Include any employees that are below 75% of paygrade.

Budget

The [Agency] plans to fund all components as exhibited in the following tables:

CEC Plan Components*	Cost to Implement¹	FY 2024 CEC Appropriation²	Ongoing Salary Savings³
Merit Based CEC	\$ 526,503.63	\$ 518,700	\$
6% Salary Adjustment	\$	\$	\$
Payline Shifts	\$	\$	\$
Additional Increases	\$	\$	\$
Total Salary Increase			

***(FY 2024 CEC Appropriation) + (Ongoing Salary Savings) = (Cost to Implement). The purpose of this chart is to show if new funding, ongoing savings, or a combination of both is being used to fund each component of the plan. CEC Plan components can be updated to reflect agency plan.**

¹Total fully burdened annual cost (salary, health cost, and variable benefits) to implement increases for each element of the plan.

²This is the amount of the CEC appropriation you are using for each component. FY 2024 CEC appropriation includes any amounts appropriated for salary adjustments or other personnel adjustments if used to fund components of the CEC plan.

³This column will be zero unless implementation exceeds new FY 2024 appropriation.

Estimated FY 2024 Personnel Budget after CEC by Fund

(Insert additional rows as needed)

Fund Number	Fund Type⁴	Total Est. PC Exp.⁵	Total PC Approp.	Est. Approp. Balance (Ongoing Savings)	Est. Cash Balance (DED Funds Only)

⁴Enter GEN, DED, FED.

⁵This is the fully burdened (salary and benefits) annual personnel expenditure estimate, assuming all intended positions are filled for the entire year, all components of CEC are implemented, and including any amounts anticipated for group positions.

FY 2023 Personnel Budget (required in early implementing)

Early Implementation Effective date: [enter date] Pay Periods [Enter #]

(Insert additional rows as needed)

Fund Number	Fund Type⁴	Cost to Implement⁶	Total FY Est. PC Exp.⁷	Total PC Approp.	Est. Approp. Balance (Ongoing Savings)	Est. Cash Balance (DED Funds Only)

⁶Cost to implement early in FY 2023 effective date through June 10, include salary and benefits.

⁷This amount should include all estimated personnel costs anticipated for FY 2023 including but not limited to CEC, bonuses, any other agency anticipated personnel costs, and the increase to health benefits. Health Insurance premiums are pre-paid, so agencies are charged the FY 2024 increase in premiums for the two pay dates in June. The June cost per full-time FTP is \$104 (\$1,250/12).

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

AGENDA ITEM
Idaho Park and Recreation Meeting
April 6, 2023
IDPR Headquarters
5657 Warm Springs Ave
Boise, ID 83716

AGENDA ITEM: Challis Hot Springs Use Fees

ACTION REQUIRED: Policy #4015 Fee Table, Update to include Challis Hot Springs

PRESENTER: Seth Hobbs, Reservation & Registration Program Manager

PRESENTATION

BACKGROUND INFORMATION:

On February 08, 2023, the Idaho Parks and Recreation Board acquired Challis Hot Springs. Before the acquisition, customers had already made reservations for the 2023 season at the park. The pricing structure currently used at Challis Hot Springs does not align with that of IDPR. Below is the current fee structure for the park. The camping fee and additional guest fee in the pricing grants customers access to the hot spring pools.

Tent Camping: \$29 per night for the first two guests. Additional guests aged 6 and older are \$10 per person per night.

RV Camping: 30 amp \$40 per night for first two guests. Additional guests aged 6 and older are \$10 per person per night.

RV Camping: 50 amp \$43 per night for first two guests. Additional guests aged 6 and older are \$10 per person per night.

Dry Camping: No water or power hookups. Use of dumpsite and access to fill freshwater holding tanks included. \$35 per night for the first two guests. Additional guests aged 6 and older are \$10 per person per night per camper. Up to four campers can group together in a dry campsite. Each camper is charged an initial \$35 per day plus additional guests.

STAFF RECOMMENDATIONS:

To maintain the customers' expectations for the 2023 season, the staff recommends retaining the current camping fee structure as closely as possible while still staying within the maximum allowed by IDAPA 26.01.20. In this proposal, Challis Hot Springs will not charge the current \$10.00 for each additional guest at the campsite

but will charge an admission fee for those using the hot spring pools. At the end of the 2023 season, the staff will evaluate Challis Hot Springs usage and fees to determine a recommendation that aligns it with the other Idaho State Parks in the tier structure.

BOARD MOTION:

Motion 1: "I move the board approves adding the Challis Hot Springs fee table to IDPR Policy #4015- Fee Table, as described in the table below."

IDAPA Approved Maximum Fee	Board Approved Fees		Board Policy Fee Table
	In State Fees	Out of State Fees	<i>Individual Campsite or Facility</i>
			<u>Challis Hot Springs</u>
\$34.00/night	\$29.00/night	\$29.00/night	Basic/Tent Camping
\$34.00/night	\$34.00/night	\$34.00/night	Basic/Dry Camping/Per RV
\$42.00/night	\$40.00/night	\$40.00/night	Electric/30 amp
\$42.00/night	\$42.00/night	\$42.00/night	Electric/50 amp

Entrance and Surcharge Fees

IDAPA Approved Maximum Fee	Board-approved Fee	Board Policy Fee Table
\$80.00	\$80.00	Annual Motor Vehicle Entrance Fee (AMVEF)
\$80.00	Resident: \$10.00 Non-resident: \$20.00	Annual Off Highway Vehicle Entrance Fee
\$5.00	\$5.00	Replacement Sticker (Annual MVEF)
\$ 7.00/day/vehicle	Resident: \$ 7.00/day Non-resident: \$14.00/day	Daily Motor Vehicle Entrance Fee (MVEF). Non-resident fee only in effect at Bear Lake, Hells Gate, Farragut, Priest Lake, and Round Lake.
NA	Waived	MVEF for Resident 100% Service-related Disabled Idaho Veterans Fee
NA	Waived	MVEF for Vehicles Displaying Tax-exempt License Plates or Operating under contract with a Public Agency Eligible for Tax-exempt License Plates
NA	Waived	MVEF for Members of the Nez Perce and the Coeur d'Alene Tribes with Appropriate Identification
NA	Waived	MVEF for Existing Cabin, Float Home, and Moorage Lessees
\$50.00/day/vehicle	\$25.00	Commercial Motor Coach Entrance Fee
\$20.00/person	Family: NA Individual: \$3.00 Student: NA	Admission Fee for Educational Opportunity: Castle Rocks State Park
\$20.00/person	Family: \$5.00 Individual: \$2.00 Student: \$1.00	Admission Fee for Educational Opportunity: Land of Yankee Fork
\$20.00/person	Family: \$10.00 Individual: \$5.00 Student: \$1.00	Admission Fee for Educational Opportunity: Old Mission
\$20.00/person	Family: \$20.00 Individual: \$5.00 Student: \$3.00	Admission Fee for Educational Opportunity: Bruneau Dunes
\$25.00/day	\$20.00/day	Fee Collection Surcharge

Source: IDAPA 26.01.20.245 and IDAPA 26.01.20.247

Policy #4015 Fee Table (pages 2 and 3)

Individual Campsite and Facility Fees

IDAPA Approved Maximum Fee	Board Approved Fees		Board Policy Fee Table
	In State Fees	Out of State Fees	<i>Individual Campsite or Facility</i>
			Tier A
\$34.00/night	\$24.00/night	\$48.00/night	Basic
\$34.00/night	\$24.00/night	\$48.00/night	Equestrian Basic
\$42.00/night	\$30.00/night	\$60.00/night	Electric
\$46.00/night	\$32.00/night	\$64.00/night	Full Hook-Up
\$84.00/night	\$48.00/night	\$96.00/night	Companion Basic
\$84.00/night	\$60.00/night	\$120.00/night	Companion Electric
\$84.00/night	\$64.00/night	\$128.00/night	Companion Full Hook-Up
\$12.00/night	\$12.00/night	\$24.00/night	Hike/Bike In
			Tier B
\$34.00/night	\$23.00/night	\$26.00/night	Basic
\$42.00/night	\$28.00/night	\$31.00/night	Electric
\$46.00/night	\$29.00/night	\$32.00/night	Full Hook-Up
\$84.00/night	\$46.00/night	\$49.00/night	Companion Basic
\$84.00/night	\$56.00/night	\$59.00/night	Companion Electric
\$12.00/night	\$12.00/night	\$12.00/night	Hike/Bike In
			Tier C
\$34.00/night	\$14.00/night	\$17.00/night	Basic
\$34.00/night	\$14.00/night	\$17.00/night	Equestrian Basic
\$42.00/night	\$26.00/night	\$29.00/night	Electric
\$46.00/night	\$28.00/night	\$31.00/night	Full Hook-Up
\$84.00/night	\$52.00/night	\$55.00/night	Companion Electric
\$12.00/night	\$12.00/night	\$12.00/night	Hike/Bike In
	In State Fees	Out of State Fees	Camper Cabins and Yurts
\$500.00/night	\$60.00/night	\$65.00/night	Camper Cabin
\$500.00/night	\$65.00/night	\$70.00/night	Camper Cabin (2 room cabin)
\$500.00/night	\$60.00/night	\$65.00/night	Yurt Standard
\$500.00/night	\$75.00/night	\$80.00/night	Yurt Premium
\$500.00/night	\$85.00/night	\$90.00/night	Yurt Deluxe
\$500.00/night	\$175.00/night	\$193.00/night	Group Yurts: Osprey Point Group Yurts
\$500.00/night	\$115.00/night	\$120.00/night	Backcountry Yurt Idaho City

IDAPA Approved Maximum Fee	Board Approved Fees		Board Policy Fee Table
	In State Fees	Out of State Fees	<i>Individual Campsite or Facility</i>
	<i>Park Specific Fees</i>		
	In State Fees	Out of State Fees	<i>Deluxe Cabins and Houses</i>
\$500.00/night	\$160.00/night	\$175.00/night	Cabin Deluxe Ponderosa State Park Sleeps 4: May 1st - September 30th (plus: all weekends & holidays)
\$500.00/night	\$110.00/night	\$125.00/night	Cabin Deluxe Ponderosa State Park Sleeps 4: October 1st - April 30th (except weekends & holidays)
\$500.00/night	\$181.00/night	\$200.00/night	Cabin Deluxe Ponderosa State Park Sleeps 6 and Sleeps 8: May 1st - September 30th (plus: all weekends & holidays)
\$500.00/night	\$131.00/night	\$150.00/night	Cabin Deluxe Ponderosa State Park Sleeps 6 and Sleeps 8: October 1st - April 30th (except weekends & holidays)
\$500.00/night	\$195.00/night	\$215.00/night	Cabin Deluxe Castle Rocks State Park
\$500.00/night	\$150.00/night	\$165.00/night	Cottage Heyburn State Park
\$500.00/night	\$200.00/night	\$220.00/night	Rock House: Ritter Island
\$500.00/night	\$100.00/night	\$110.00/night	Yellow House: Ritter Island
\$500.00/night	\$250.00/night	\$275.00/night	Bunkhouse: Harriman State Park
\$500.00/night	\$200.00/night	\$220.00/night	Cattle Foreman's House: Harriman State Park
\$500.00/night	\$350.00/night	\$385.00/night	Dormitory: Harriman State Park
\$500.00/night	\$250.00/night	\$275.00/night	Ranch Managers House: Harriman State Park
\$500.00/night	\$120.00/night	\$132.00/night	Bunkhouse: Castle Rocks State Park
			<i>Discounts per Policy #4010 Fees</i>
NA	\$4.00/day		Discount applied to Campsite Fees for Limited Income Campers
NA	Waived		Campsite fees for resident 100% Service-related Disabled Idaho Veterans
NA	Maximum 50% of RV camping fee		Discount applied to Campsite fees for Senior Citizens: This discount is valid mid-week on stays Monday-Thursday (excluding holidays). Dworshak, Heyburn, Winchester, Lake Cascade (excluding Poison Creek and Ridgeview Campgrounds), Three Island Crossing, Bruneau Dunes, Bear Lake, Lake Walcott, Massacre Rocks.
			<i>Additional Fees Related to Use of Individual Campsites and Facilities</i>
\$20.00/night/vehicle	\$20.00/night/vehicle		Overnight Use Fee per Motor Vehicle, Trailer, or Vehicle with Attached Trailer
\$8.00/day	\$8.00/day		Extra Vehicle Fee per Motor Vehicle over Campsite Capacity
\$3.00/person	\$3.00/person		Use of Campground Showers by Non Campers
\$12.00/night	\$12.00/night		Each Additional Person above the base occupancy of camping cabin or yurt
\$15.00/pet/night	\$10.00/pet/night		Pet Fee
\$50.00	NA	NA	Cleaning <i>Fee</i>
NA	\$275.00 maximum varies by facility		Cleaning and Damage <i>Deposit</i>

Source: IDAPA 26.01.20.250

Ponderosa Cabin Details: sleeps 4-- Bear, Wolf, Fox, Moose, Mule Deer; sleeps 6 -- Eagle, Owl, White-tail; sleeps 8 -- Elk.

Group Campsite, Lodging, and Facility Fees

IDAPA Approved Maximum Fee	Board-approved Fee		Board Policy Fee Table
NA	In State Fees	Out of State Fees	Group Lodging
NA	\$325.00/night	\$358.00/night	Group Lodging Dworshak State Park
NA	\$250.00/night	\$275.00/night	Group Lodging Priest Lake State Park
	In State Fees	Out of State Fees	Group Camps and Areas
NA	\$115.00/night	\$127.00/night	Site 100: Bear Lake State Park
NA	\$75.00/night	\$83.00/night	Site 300: Bear Lake State Park
NA	\$36.00/night	\$36.00/night	Juniper Group Camp: City of Rocks National Reserve
NA	\$36.00/night	\$36.00/night	Twin Sisters Group Camp: City of Rocks National Reserve
NA	\$36.00/night	\$36.00/night	Bread Loaves Group Camp: City of Rocks National Reserve
NA	\$60.00/night	\$66.00/night	Aspen Loop: Dworshak State Park
NA	\$60.00/night	\$66.00/night	Blackberry Loop: Dworshak State Park
NA	\$50.00/night	\$55.00/night	Amphitheater Group Camp: Farragut State Park
NA	\$120.00/night	\$132.00/night	Thimbleberry Group Area: Farragut State Park
NA	\$150.00/night	\$165.00/night	Larch Group Camp: Farragut State Park
NA	\$150.00/night	\$165.00/night	Ocean Spray Group Camp: Farragut State Park
NA	\$90.00/night	\$99.00/night	Saw Whet Group Camp: Farragut State Park
NA	\$60.00/night	\$66.00/night	Flyers Field Group Camp: Farragut State Park
NA	\$120.00/night	\$132.00/night	Scott Group Area: Farragut State Park
NA	\$150.00/night	\$165.00/night	Morel Group Camp: Farragut State Park
NA	\$50.00/night	\$55.00/night	Snowbank Group Camp: Lake Cascade State Park
NA	\$40.00/night	\$44.00/night	Boy Scout Group Camp: Lake Walcott State Park
			Group Facility Fees
\$12.00/night	\$12.00/night		Each Additional Person above the base occupancy of the overnight facility
NA	\$2,500	Varies	Group Use Damage Deposit Fee

Source: IDAPA 26.01.20.254

Boating and Skiing Fees

IDAPA Approved Maximum Fee	Board-approved Fee	Board Policy Fee Table
Boating Facility Fees		
\$ 7.00/day/vehicle	\$7.00/day	Vessel Launching (per vessel per day)
\$9.00/night	\$9.00/night	Overnight Moorage for persons registered to camp
\$10.00/night	\$10.00/night	Overnight Moorage at dock, for persons camping on vessel
\$9.00/night	\$9.00/night	Overnight Moorage at buoy, for persons camping on vessel
Premium Nordic Ski Grooming Program Fee		
\$6.00/person	\$5.00/person	Winter Access Daily Per Person Pass (per person per day)
\$100.00/family	\$75.00/family/season	Winter Access Daily Family Pass (per family per season)
\$50.00/person/season	\$35.00/Individual/season	Winter Access Individual Season Pass (per person per season)
\$75.00/couple/season	\$50.00/couple/season	Winter Access Couples Season Pass (per couple per season)
Park N' Ski Parking Permit		
\$30.00	\$25.00	Annual
\$10.00	\$7.50	Temporary (valid 3 consecutive days)
Filming Permit per Policy #6025 Filming within Idaho State Parks		
NA	\$100.00	Filming Permit Fee

Sources: IDAPA 26.01.20.256 and IDAPA 26.01.20.259

Reservation Program Fees

IDAPA Approved Maximum Fee	Board-approved Fee	Board Policy Fee Table
		<i>Individual Campsite or Facility</i>
\$10.00/campsite or facility	\$10.00/campsite or facility	Reservation, Individual Campsite or Facility (waived for campers with a current Idaho RV registration sticker)
\$10.00/campsite or facility	\$10.00/campsite or facility	Modification Fee
\$10.00/campsite or facility	\$10.00/campsite or facility	Cancellation Fee, prior to Check-in Time
First night's fee	First night's fee	Cancellation Fee, after Check-in Time
First night's or daily usage fee	First night's or daily usage fee	Cancellation Fee, individual campsite or facility, 21 days or less in advance
		<i>Group Facility Fees</i>
First night's or daily usage fee	\$50.00/facility	Cancellation Fee, Special Use Campsite or Facility more than 21 days in advance
\$25.00	\$25.00	Reservation Service Charge (non-transferable, non-refundable)

Sources: IDAPA 26.01.20.254 and IDAPA 26.01.20.276

IDAPA 26 – DEPARTMENT OF PARKS AND RECREATION

Operations Division

26.01.20 – Rules Governing the Administration of Park and Recreation Areas and Facilities

Who does this rule apply to?

These rules apply to any persons visiting a state park or recreation area or making a reservation to occupy an Idaho Department of Parks and Recreation area or facility.

What is the purpose of this rule?

These rules are promulgated by the Idaho Park and Recreation Board to further define and make specific the administration of state parks and recreation areas subject to its jurisdiction.

What is the legal authority for the agency to promulgate this rule?

This rule implements the following statute passed by the Idaho Legislature:

State Government and State Affairs -

State Parks:

- [Section 67-4223, Idaho Code](#) – Powers of Board

Who do I contact for more information on this rule?

Idaho Department of Parks and Recreation

8:00 am to 5:00 pm MT

P.O. Box 83720, Boise, ID 83720

5657 Warm Springs Avenue, Boise, ID 83716

Phone: (208) 334-4199

Fax: (208) 334-3741

Email: inquiry@idpr.idaho.gov

<https://parksandrecreation.idaho.gov>

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

000. LEGAL AUTHORITY.

The Idaho Parks and Recreation Board is authorized under Section 67-4223, Idaho Code, to adopt, amend, or rescind rules as may be necessary for the proper administration of Title 67, Chapter 42, Idaho Code, and the use and protection of lands and facilities subject to its jurisdiction. The board is also authorized to further define and make specific the provisions regarding the winter recreational parking permit program as set forth in Sections 67-7115 through 67-7118, Idaho Code. (3-18-22)

001. TITLE AND SCOPE.

01. Title. The title of this chapter is cited in full as Idaho Department of Parks and Recreation Rules, IDAPA 26.01.20, “Rules Governing the Administration of Park and Recreation Areas and Facilities.” (3-18-22)

02. Scope. This chapter establishes fees for and rules governing the use of lands and facilities administered by the Department and the winter recreational parking permit; establishes procedures for obtaining individual and group use reservations; sets rules regarding visitor behavior and use of park lands and facilities; and authorizes employees to enforce these rules. (3-18-22)

002. -- 009. (RESERVED)

010. DEFINITIONS.

01. ADA. Americans with Disabilities Act (3-18-22)

02. Annual Motor Vehicle Entrance Fee Sticker. A sticker that allows a single motor vehicle to enter Idaho State Parks without being charged a motor vehicle entrance fee. (3-18-22)

03. Annual Motor Vehicle Entrance Fee Sticker Replacement. Replacement due to a motor vehicle sale or damage to an existing annual motor vehicle entrance fee sticker. (3-18-22)

04. Board. The Idaho Parks and Recreation Board, a bipartisan, six (6) member board, appointed by the Governor. (3-18-22)

05. Camping Unit. The combined equipment and people capacity that a campsite or facility will accommodate. (3-18-22)

06. Camping Day. (3-18-22)

a. For individual and group campsites the period between 2 p.m. of one (1) calendar day and 1 p.m. of the following calendar day. (3-18-22)

b. For individual and group facilities, the period between 4 p.m. of one (1) calendar day and 12 noon of the following calendar day. (3-18-22)

07. Campsite. (3-18-22)

a. Individual. An area within a department managed campground designated for camping use by an individual camping unit or camping party that includes a defined area for either a tent pad or RV pad/area and may include a table and/or grill. The definition includes companion campsites. (3-18-22)

b. Group. An area within a department managed campground designated for group camping use or a block of individual campsites designated for group use within a campground primarily managed for individual use. (3-18-22)

08. Commercial Motor Vehicle. A vehicle that has seating capacity of more than fifteen (15) persons including the driver, or that is maintained for the transportation of persons for hire, compensation or profit. (3-18-22)

09. Day Use. Use of any non-camping lands and/or facilities between the hours of 7 a.m. and 10 p.m. unless otherwise posted. (3-18-22)

10. Department. The Idaho Department of Parks and Recreation. (3-18-22)

11. **Designated Beach.** Waterfront areas designated by the park or program manager for water-based recreation activities. The length and width of each designated beach will be visibly identified with signs. (3-18-22)
12. **Designated Roads and Trails.** Facilities recognizable by reasonable formal development, signing, or posted rules. (3-18-22)
13. **Director.** The director and chief administrator of the department, or the designee of the director. (3-18-22)
14. **Division Administrator.** An employee, or designee, within the department that has supervisory authority over park and program managers. (3-18-22)
15. **Dock and Boating Facility.** Floats, piers, and mooring buoys owned or operated by the department. (3-18-22)
16. **Encroachments.** Non-recreational uses of lands under the control of the board including any utilization for personal, commercial, or governmental use by a non-department entity. (3-18-22)
17. **Extra Vehicle.** An additional motor vehicle without built-in temporary living quarters or sleeping accommodations registered to a camp site. (3-18-22)
18. **Facilities.** (3-18-22)
- a. Individual. A camping structure within department managed lands designated for use by an individual camping unit. (3-18-22)
- b. Group. A camping structure within department managed lands designated for group use. (3-18-22)
- c. Day Use. A non-camping area or structure within department managed lands designated for group use during day use periods. (3-18-22)
19. **Group Use.** Twenty-five (25) or more people, or any group needing special considerations or deviations from normal department rules or activities. (3-18-22)
20. **Idaho State Parks Passport.** A sticker, purchased from any county Department of Motor Vehicles' office in the state of Idaho, that matches a particular motor vehicle license number and expiration date, allowing that vehicle to enter Idaho State Parks without being charged a motor vehicle entrance fee. (3-18-22)
21. **Idaho State Parks Passport Replacement.** Replacement due to a motor vehicle registration transfer or damage to an existing passport. (3-18-22)
22. **Motor Vehicle.** Every vehicle that is self-propelled except for vehicles moved solely by human power, electric bikes, and motorized wheelchairs. (3-18-22)
23. **Motor Vehicle Entrance Fee (MVEF).** A fee charged for entry to or operation of a motor vehicle in an Idaho State Park. (3-18-22)
24. **Overnight Use.** Use of any non-camping lands for the parking of motor vehicles or trailers not associated with a campsite between the hours of 10 p.m. and 7 a.m. unless otherwise posted. (3-18-22)
25. **Overnight Use Fee.** A fee charged for overnight use of non-camping lands between the hours of 10 p.m. and 7 a.m. (3-18-22)
26. **Park or Program Manager.** The person, or the person's designee, responsible for administering and supervising particular lands, facilities, and employees that are under the jurisdiction of the department. (3-18-22)
27. **Recreational Vehicle (RV).** A vehicular type unit primarily designed as temporary living quarters

for recreational, camping, sleeping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. The entities are travel trailer, camping trailer, truck camper, fifth-wheel trailer, and motorhome (all as defined in Section 39-4201, Idaho Code) and including buses or van type vehicles which are converted to recreation, camping, or sleeping use. It does not include pickup hoods, shells, or canopies designed, created, or modified for occupational use. (3-18-22)

28. Vessel. Every description of watercraft, including a seaplane on the water, used or capable of being used as a means of transportation on water, but not including float houses, diver's aids operated and designed primarily to propel a diver below the surface of the water, and non-motorized devices not designed or modified to be used as a means of transportation on the water such as inflatable air mattresses, single inner tubes, and beach and water toys as defined in Section 67-7003(22), Idaho Code. (3-18-22)

011. PURCHASE, EXPIRATION, DISPLAY AND PLACEMENT OF MVEF AND PASSPORT STICKERS.

- 01. Daily MVEF.** (3-18-22)
- a.** The daily MVEF may be purchased at any Idaho state park or online. (3-18-22)
 - b.** The daily MVEF expires at 10 p.m. on date of purchase or as posted; MVEF for overnight camping use expires upon checkout which is 1 p.m. for a campsite and 12 noon for a facility. (3-18-22)
 - c.** The proof of purchase of the MVEF must be visible and properly displayed. (3-18-22)
- 02. Annual MVEF.** (3-18-22)
- a.** The Annual MVEF may be purchased at any Idaho state park, the department's central or regional offices, or online. (3-18-22)
 - b.** The Annual MVEF expires December 31 of the year issued. (3-18-22)
 - c.** The Annual MVEF sticker must be visible, legible at all times, and permanently affixed to the vehicle as follows. For vehicles with a windshield, the sticker must be clearly displayed on the lower corner of the driver's side windshield. For vehicles without a windshield, the sticker must be clearly displayed in a similar location. (3-18-22)
- 03. Annual MVEF Sticker Replacement.** (3-18-22)
- a.** The applicant may apply at any Idaho state park or at the department's central or regional offices for a replacement sticker due to damage. (3-18-22)
 - b.** The applicant must establish proof of purchase of the original Annual MVEF. (3-18-22)
 - c.** Display and placement of the replacement sticker must comply with Subsection 011.02.c. of this chapter. (3-18-22)
- 04. Idaho State Parks Passport.** (3-18-22)
- a.** The Idaho State Parks Passport may be purchased from any county department of motor vehicles office in the state of Idaho. (3-18-22)
 - b.** Idaho State Parks Passport expires concurrent with the expiration of that vehicle's registration. (3-18-22)
 - c.** Display and placement of the Idaho State Parks Passport sticker must comply with Subsection 011.02.c of this chapter. (3-18-22)

05. Idaho State Parks Passport Sticker Replacement. (3-18-22)

a. The applicant may apply in person to a county department of motor vehicles office for a replacement sticker. (3-18-22)

b. Display and placement of the replacement sticker must comply with Subsection 011.02.c. of this chapter. (3-18-22)

012. -- 074. (RESERVED)

075. AUTHORITY CONFERRABLE ON EMPLOYEES - ENFORCEMENT.

01. Director Authority. The director may, pursuant to Section 67-4239, Idaho Code, authorize any employee of the department to exercise any power granted to, or perform any duty imposed upon the director. (3-18-22)

02. Park or Program Manager Authority. A park or program manager may establish and enforce all rules, including interim rules. Interim rules apply to the public safety, use, and enjoyment or protection of natural, cultural, or other resources within lands administered by the department. Interim rules will be posted for public view and will be consistent with established state laws and these rules. Interim rules expire in one hundred twenty (120) days from the established effective date unless approved by the board. (3-18-22)

03. Additional Park or Program Manager Authority. A park or program manager may deny entry to, or reservation of, any department day use area, campsite, or facility, to any individual or group whose prior documented behavior has violated department rules, whose activities are incompatible with operations, or whose activities will violate department rules. (3-18-22)

076. -- 099. (RESERVED)

100. PENALTIES FOR VIOLATIONS.

Failure of any person, persons, partnership, corporation, concessionaire, association, society, or any fraternal, social or other organized groups to comply with these rules constitutes an infraction. (3-18-22)

01. Civil Claim. The penalty established in this chapter does not prevent the department from filing a civil claim against a violator to collect damages incurred to lands, resources, or facilities administered by the Department. (3-18-22)

02. Violators. In addition to the penalty provided in chapter, or any other existing laws of the state of Idaho, any person failing to comply with any section of these rules or federal, state, or local laws, rules, or ordinances applicable under the circumstances, is a trespasser upon state land and subject to expulsion from any department managed lands for a period of time not less than forty-eight (48) hours. (3-18-22)

101. -- 124. (RESERVED)

125. PRESERVATION OF PUBLIC PROPERTY.

The destruction, injury, defacement, removal, or disturbance in or of any public building, sign, equipment, monument, statue, marker, or any other structures; or of any tree, flower, or other vegetation; or of any cultural artifact or any other public property of any kind, is prohibited unless authorized by the park or program manager of a specific area. (3-18-22)

126. -- 149. (RESERVED)

150. USE OF MOTOR VEHICLES.

Except where otherwise provided, motor vehicles may enter or be operated in park and recreation areas and facilities only upon payment of the motor vehicle entrance fee or display of a valid Idaho state Parks Passport or Annual Motor Vehicle Entrance Fee sticker. All motor vehicles must stay on authorized established department roadways or parking areas except for trails and areas which are clearly identified by signs for off-road use. Drivers and motor vehicles

operated within lands administered by the department must be licensed or certified as required under state law. The operators of all motor vehicles must comply with the motor vehicle entrance fee requirements, speed and traffic rules of the department, and all other federal, state, local laws, and ordinances governing traffic on public roads. (3-18-22)

01. Use of Parking Spaces for Persons With a Disability. Special zones and parking spaces within state parks are designated and signed for exclusive use by vehicles displaying a special license plate or card denoting legal handicap status as provided in Section 49-213, Idaho Code. (3-18-22)

02. Overdriving Road Conditions and Speeding Prohibited. No person may drive a vehicle at a speed greater than the posted speed or a reasonable and prudent speed under the conditions, whichever is less. Every person must drive at a safe and appropriate speed when traveling on park roads, in congested areas, when pedestrians or bicyclists are present, or by reason of weather or hazardous highway conditions as provided in Section 49-654, Idaho Code. (3-18-22)

03. Safety Helmets. Persons under eighteen (18) years of age must wear a protective safety helmet when riding upon a motorcycle, motorbike, utility type vehicle, or an all-terrain vehicle as operator or passenger as provided in Section 49-666, Idaho Code. (3-18-22)

04. Snowmobile Operation. No person may operate a snowmobile on any regularly plowed park road unless authorized by park or program manager. Access on non-plowed roads and trails are only permitted when authorized by the park or program manager. (3-18-22)

05. Compliance with Posted Regulatory Signs. Persons operating vehicles within state parks are required to obey posted regulatory signs as provided in Section 49-807, Idaho Code. (3-18-22)

06. Obedience to Traffic Direction. No person may willfully fail or refuse to comply with any lawful order or directions of any park employee invested with authority to direct, control, or regulate traffic within a state park. (3-18-22)

07. Restrictions. The operation of motor vehicles within a designated campground is restricted to ingress and egress to a campsite or other in-park destination by the most direct route. (3-18-22)

08. Official Use. This rule does not prohibit official use of motor vehicles by department employees anywhere within lands administered by the department. (3-18-22)

09. Commercial Motor Vehicle. Commercial motor vehicles may only enter or be operated in park and recreation areas and facilities upon payment of the appropriate daily fee. (3-18-22)

151. PARKING VIOLATIONS.

01. Land or Facilities Administered by the Department. No person may stop, stand, or park a motor vehicle or trailer anywhere within land or facilities administered by the department unless proof of payment of all required fees or other lawful authorization for entry is plainly visible and properly displayed. (3-18-22)

02. Designated Campgrounds. No person may stop, stand, or park a motor vehicle within designated campgrounds unless proof of payment of the applicable campsite fees is plainly visible and properly displayed. (3-18-22)

03. Designated Overnight Use Area. Except for authorized campers, no person may stop, stand, park, or leave a motor vehicle or trailer unattended outside day use hours unless the motor vehicle or trailer is in a designated overnight use area and proof of payment of the overnight-use fee is plainly visible and properly displayed. (3-18-22)

04. Fee Collection Surcharge. Any person stopping, standing, or parking a motor vehicle or trailer without payment or properly displaying proof of payment of all required fees is subject to the fee collection surcharge as provided in Subsection 225.06 and Section 245 of this chapter. (3-18-22)

05. Citations for Violations. Citations for violations of this section may be issued to the operator of the motor vehicle. If the operator cannot be readily identified, the citation may be issued to the registered owner or lessee of the motor vehicle, subject to the provisions of Section 67-4237, Idaho Code. (3-18-22)

152. -- 174. (RESERVED)

175. PUBLIC BEHAVIOR.

01. Resisting and Obstructing a Park Employee. Persons may not willfully resist, delay, obstruct, or interfere with any park employee in his or her duties to protect the state's resources and facilities and to provide a safe place to recreate. (3-18-22)

02. Day Use. Between the hours of 10 p.m. and 7 a.m., unless otherwise posted, all personal property must be removed from day use areas. (3-18-22)

03. Quiet Hours. Within lands administered by the department, the hours between 10 p.m. and 7 a.m. are considered quiet hours unless otherwise posted. During that time, users are restricted from the production of noise that may be disturbing to other users. (3-18-22)

04. Noise. Amplified sound, poorly muffled vehicles, loud conduct, or loud equipment are prohibited within lands administered by the department, except in designated areas or by authority of the park or program manager. (3-18-22)

05. Alcohol. State laws regulating alcoholic beverages and public drunkenness are enforced within lands administered by the department. (3-18-22)

06. Littering. Littering is prohibited within lands administered by the department. (3-18-22)

07. Smoking. Persons may not smoke within park structures or facilities, or at posted "no smoking" outdoor areas. (3-18-22)

08. Trespass. It is unlawful to enter, use, or occupy land or facilities administered by the department where such lands or facilities are posted against entry, use, or occupancy, except as authorized by the department. (3-18-22)

09. Pets. Pets are allowed within lands administered by the department only if confined or controlled on a leash not longer than six (6) feet in length. No person may allow their pet to create a disturbance which might be bothersome to other users. Excepting persons with disabilities who are assisted by service animals, no person may permit their pet animals to enter or remain on any swim area or beach. Pet owners are responsible to clean up after their animals. Pet owners may not leave pets unattended. Areas for exercising pets off leash may be designated by the park or program manager. Department employees may impound or remove any stray or unattended animals at the owner's expense. (3-18-22)

10. Fires. The use of fires is restricted to fire rings, grills or other places otherwise designated by the park or program manager. All fires must be kept under control at all times and must be extinguished before checking out of the campsite or whenever fire is left unattended. Areas may be closed to open fires during extreme fire danger. (3-18-22)

11. Fireworks. No person may use fireworks of any kind within lands administered by the department, except under special permit issued by the director for exhibition purposes, and then only by persons designated by the director. (3-18-22)

12. Protection of Wildlife. All molesting, feeding, injuring, or killing of any wild creature is strictly prohibited, except as provided by action of the board and as established in board policy. Persons in possession of wildlife, which may be legally taken within state park boundaries, must comply with Idaho Fish and Game rules. (3-18-22)

13. Protection of Historical, Cultural and Natural Resources. The digging, destruction or removal of historical, cultural or natural resources is prohibited. Collection for scientific and educational purposes may be

allowed through a permit. (3-18-22)

14. Personal Safety, Firearms. No person may purposefully or negligently endanger the life of any person or creature within any land administered by the department. No person may discharge firearms or other projectile firing devices within any lands administered by the department, except as follows: in the lawful defense of person, persons, or property; in the course of lawful hunting; for exhibition; or at designated ranges as authorized by the director. (3-18-22)

15. Non-traditional Recreational Activities. Non-traditional recreational activities such as model airplane and glider operations, geo-caching, gold panning, drone operation, and metal detecting may be authorized by the park or program manager if such activities do not interfere with traditional uses of the park and are consistent with preservation of park resources. (3-18-22)

176. -- 199. (RESERVED)

200. CAMPING.

01. Occupancy and Capacity. (3-18-22)

a. Occupancy. Camping is permitted only in designated campsites, areas, or facilities. A campsite or facility will be determined occupied only after all required fees have been paid, registration information completed, and all permits properly displayed. Unique circumstances may arise, and specific sites or facilities by virtue of design may require exceptions to the capacity limits. (3-18-22)

b. Campsite Capacity. Maximum capacity limits on each campsite are subject to each site's design and size. Unless otherwise specified, and provided the combined equipment and people fit within the designated camping area of the site selected, the maximum capacity will be one (1) family unit or a party of no more than eight (8) persons, two (2) tents and two (2) motor vehicles. No more than one (1) RV may occupy a site. Two (2) motorcycles are the equivalent of one (1) motor vehicle when determining campsite capacity. Each motorcycle will be subject to the MVEF. In general, companion campsites have double the capacity listed above. (3-18-22)

c. Facility Capacity. Maximum capacity limits on each facility are based on facility design, size, and applicable occupancy code. (3-18-22)

02. Self Registration. In those areas so posted, campers must register themselves for the use of campsites and facilities, paying all required fees as provided for herein and in accordance with all posted instructions. (3-18-22)

03. Length of Stay. Except as provided herein, no person, party or organization may be permitted to camp on any lands administered by the department for more than fifteen (15) days in any thirty (30) consecutive day period. This applies to both reservation and "first come first served" customers. The department operations division administrator may authorize shorter or longer periods for any individual area. (3-18-22)

04. Registration. All required fees must be paid, registration information completed, and all permits properly displayed prior to occupying a campsite or facility. Saving or holding campsites or facilities for individuals not physically present at the time of registration for "first come first served" camping is prohibited. (3-18-22)

05. Condition of Campsite. Campers must keep their individual or group campsite or facility and other use areas clean. (3-18-22)

06. Liquid Waste Disposal. All gray water and sewage wastes must be held in self-contained units or collected in water-tight receptacles in compliance with state adopted standards and dumped in sanitary facilities provided for the disposal of such wastes. (3-18-22)

07. Motorized Equipment. No generators or other motorized equipment emitting sound and exhaust are permitted to be operated during quiet hours. (3-18-22)

08. Campsite Parking. All motor vehicles and trailers, must fit entirely within the campsite parking pad/area provided with the assigned individual or group campsite or facility. All equipment that does not fit entirely within the designated campsite parking area must be parked at another location within the campground, or outside the campground, as may be designated by the park or program manager. If no outside parking is available, the park or program manager may require the party to register on a second campsite, if available. (3-18-22)

09. Equipment. All camping equipment and personal belongings of a camper must be maintained within the assigned individual or group campsite or facility perimeter. (3-18-22)

10. Check Out. Customers are required to clean, vacate, and check out of registered campsites or facilities as follows: (3-18-22)

a. Individual or group campsite by 1 p.m. of the day following the last paid night of camping. (3-18-22)

b. Individual or group facility by 12 noon of the day following the last paid night of camping. (3-18-22)

11. Visitors. Individuals visiting campers must park in designated areas, except with permission of the park or program manager. Visitors must conform to established day use hours and day use fee requirements. (3-18-22)

12. Responsible Party. The individual reserving or registering to use an individual or group campsite or facility is responsible for ensuring compliance with the rules within this chapter. (3-18-22)

13. Camping. Camping in individual or group facility sites is prohibited unless in areas specifically designated for camping or by authorization of the park or program manager. (3-18-22)

14. ADA Designated Campsites. Although the department offers campsites that are designated and built to meet ADA accessibility requirements, these campsites are not managed exclusively for ADA use. (3-18-22)

15. ADA Accessible Facilities. Although the department offers facilities that provide for ADA accessibility, these facilities are not managed exclusively for ADA use. (3-18-22)

201. BOATING FACILITIES.

The provisions of this section do not apply to department-operated marinas which provide moorage on a lease or long-term rental basis. (3-18-22)

01. Moorage and Use of Marine Facilities. No person or persons may moor or berth a vessel of any type in a department-owned or operated park or marine area that is signed for other use. Vessel moorage is limited to no more than fifteen (15) days in any consecutive thirty (30) day period. (3-18-22)

02. Moorage Fees. Vessels moored between 10 p.m. and 7 a.m. at designated facilities will be charged an overnight moorage fee. (3-18-22)

03. Use of Onshore Campsites. If any person or persons from a vessel moored at a department boating facility also occupies any designated campsite onshore, all required fees for such campsite(s) must be paid in addition to any moorage fee provided herein. (3-18-22)

04. Self-Registration. In those areas so posted, boaters must register themselves for the use of marine facilities and onshore campsites, paying all required moorage and campsite fees as provided for herein and in accordance with all posted instructions. (3-18-22)

202. OVERNIGHT USE.

01. Occupancy. Overnight use is permitted only in designated areas. Overnight use is only allowed after all required fees have been paid, registration information completed, and all permits properly displayed. (3-18-

22)

02. Overnight Use Fees. Motor vehicles or trailers not associated with campers between 10:00 p.m. and 7:00 a.m. at designated facilities will be charged an overnight use fee. (3-18-22)

03. Self Registration. In those areas so posted, overnight users must register themselves for the use of overnight use areas, paying the appropriate fees as provided for herein and in accordance with all posted instructions. (3-18-22)

04. Length of Stay. Except as provided herein, no person, party, or organization may be permitted to utilize overnight use areas on any lands administered by the department for more than fifteen (15) days in any thirty (30) consecutive-day period. This applies to both reservation and “first come first served” customers. The director may authorize shorter or longer periods for any individual area. (3-18-22)

05. Registration. All required fees must be paid, registration information completed, and all permits properly displayed prior to occupying an overnight use area. (3-18-22)

06. Check Out. Overnight users are required to check out by 1 p.m. of the day following the last paid overnight of use. (3-18-22)

07. Responsible Party. The individual purchasing an overnight use permit or the registered owner of the motor vehicle or trailer is responsible for ensuring compliance with the rules within this chapter. (3-18-22)

08. Overnight Use. Overnight use is prohibited except in areas specifically designated for overnight use or by authorization of the park or program manager. (3-18-22)

203. WATERFRONT AREAS.

01. Swimming. Swimming or water contact is at an individual’s own risk. (3-18-22)

02. Restrictions on Designated Beaches. No glass containers or pets are allowed on designated beaches or swim areas. (3-18-22)

03. Restricted Areas. Vessels must remain clear of designated beaches and other areas signed and buoyed for public safety. (3-18-22)

04. Ramps and Docks. The use of docks located next to boat ramps is limited to the active launching and loading of boats. (3-18-22)

05. Compliance with Laws. Vessels operating on public waters administered by the department must fully comply with the Idaho Safe Boating Act, Title 67, Chapter 70 and the Marine Sewage Disposal Act, Title 67, Chapter 75, Idaho Code, and the rules promulgated thereunder. The director may establish rules prohibiting the use of boat motors or to limit the horsepower capacity on those vessels operating on waters administered by the department. (3-18-22)

204. WINTER RECREATION PROGRAMS.

The department manages two winter recreation programs: the winter access program which provides for recreation within state parks and the winter recreational parking pass program which provides for recreation outside of state parks. (3-18-22)

01. Winter Access Program. The purpose of the winter access program is to fund state park services such as maintaining parking areas, providing warming facilities and winter-accessible restroom facilities, regularly grooming trails, signing ski routes, and having ski patrol services available. Any person using winter access program facilities must purchase and properly display a daily or season pass. Winter access program areas are designated by board policy. (3-18-22)

02. Winter Recreational Parking Permits. The purpose of the winter recreational parking permit

program, known as “Park N Ski”, is to designate winter recreational parking locations and use the funds from permit sales to maintain the designated parking areas. Winter recreational parking areas are designated by board policy. (3-18-22)

a. Permit. Any person parking a vehicle in a designated winter recreation parking location must purchase and properly display a winter recreation parking permit, except, snowmobilers may park their transportation vehicles in a designated parking area without displaying a parking permit when a current snowmobile validation sticker is affixed to the snowmobile. (3-18-22)

b. Designation of Primary Use Area. The purchaser of a permit will be allowed to designate on the appropriate form, a primary winter recreational parking use area. The full portion of fees not allocated to the vendor or the department will be apportioned to the designated use area. Should a purchaser fail to designate a primary use area, those fees will be apportioned to a use area determined by the department. (3-18-22)

c. Parking Restrictions. No person may park a vehicle in a designated winter recreational parking location in such a manner as to deprive other users of reasonable access to all or part of the remainder of that parking area. (3-18-22)

d. Permit Location. An annual winter recreational parking permit must be permanently affixed on the front window of the vehicle nearest the driver’s seat. A temporary three-day permit must be displayed on the vehicle’s dashboard with the dated side displayed to the front of the vehicle in such a manner that it is completely visible and kept in legible condition. (3-18-22)

e. Replacement Permits. No person may file or attempt to file for a duplicate annual winter recreational parking permit unless the original permit was stolen or destroyed. A temporary three (3) day winter recreational parking permit which is lost, stolen, or destroyed will not be reissued. (3-18-22)

f. Transfer. No person may transfer or attempt to transfer an annual winter recreational parking permit decal or a temporary three-day permit from the vehicle upon which it was legally permitted and placed. (3-18-22)

g. Permit Expiration. The annual winter recreational parking permit is valid until the expiration date printed on the decal. The temporary winter recreational parking permit is valid for only the three (3) consecutive days written on the permit. (3-18-22)

205. -- 224. (RESERVED)

225. FEES AND SERVICES.

01. Authority. (3-18-22)

a. All fees in this chapter are maximum fees unless otherwise stated. The board has the authority to set actual fees by board policy. (3-18-22)

b. Park and program managers have the authority to set fees for goods available for resale, equipment rentals, and services provided by employees to enhance the users experience unique to the individual park or program. (3-18-22)

02. Payment. Visitors must pay all required fees. (3-18-22)

03. Camping. Camping fees include the right to use designated campsites and facilities for the period camp fees are paid. Utilities and facilities may be restricted by weather or other factors. (3-18-22)

04. Group Use. (3-18-22)

a. Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules must obtain a permit. Permits may be issued after arrangements have been made for proper sanitation, population density limitations, safety of persons and property, and regulation of traffic. (3-18-22)

b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) or more people may be approved by the director with forty-five (45) days advance notice. (3-18-22)

c. Group use fees for day use facilities, general use areas, and events may be negotiated by the park or program manager and will generally not fall below the cost of providing services. MVEF is required unless specifically waived by the park or program manager. (3-18-22)

05. Fees and Deposits. Fees and deposits, including cleaning fees or damage/cleaning deposits, may be required for certain uses or the reservation of certain facilities unique to an individual park. Where deposits are required, they are to be paid prior to check-in (3-18-22)

06. Fee Collection Surcharge. A surcharge may be added to all established fees when the operator of a motor vehicle or responsible party of a camping unit fails to pay all required fees or fails to properly display proof of payment for required fees prior to entering a park area or occupying a campsite. If the surcharge is assessed, and the operator of the vehicle or responsible party is not present, all required fees in addition to the surcharge will be assessed against the registered owner of the motor vehicle or camping unit. (3-18-22)

07. Admission Fees. An admission fee may be charged for internal park facilities which provide an educational opportunity or require special accommodations. (3-18-22)

08. Cooperative Fee Programs. The department may collect and disperse fees in cooperation with fee programs of other state and federal agencies. (3-18-22)

09. Encroachment Permit Application Fee. The department may assess an encroachment application fee as set by the board to cover administrative costs incurred by the department in reviewing the application and the site, and in preparing the appropriate document(s). (3-18-22)

10. Sales Tax. Applicable sales tax may be added to all sales. (3-18-22)

11. Returned Checks. The cost to the agency for returned checks will be passed on to the issuer of the insufficient funds check. (3-18-22)

226. -- 244. (RESERVED)

245. FEE SCHEDULE: FEE COLLECTION SURCHARGE.

Category	Fee
Fee Collection Surcharge	\$25/day

(3-18-22)

246. (RESERVED)

247. FEE SCHEDULE: ENTRANCE.

Category	Fee
Daily MVEF	\$7/day/vehicle
Annual MVEF	\$80/year/vehicle
Annual MVEF Replacement	\$5/vehicle
Commercial Motor Vehicle Entrance	\$50/day/vehicle

Category	Fee
Admission	\$20/person

(3-18-22)

248. -- 249. (RESERVED)

250. FEE SCHEDULE: INDIVIDUAL CAMPSITE OR FACILITY.

Category	Fee
Basic Campsite: site may have water	\$34/day
Electric Campsite: site has electricity and may have water	\$42/day
Full Hook-up Campsite: site has electricity, water, and sewer	\$46/day
Companion Campsite: site has electricity and may have water	\$84/day
Hike-in/Bike-in Campsite	\$12/person/day
Extra Vehicle	\$8/day
Overnight Use of Parking Areas	\$20/night/vehicle, trailer, or vehicle with attached trailer
Use of Campground Showers by Non-campers	\$3/person/day
Camping Cabins and Yurts	\$500/night
Each additional person above the base occupancy of camping cabin or yurt	\$12/person/night
Pets	\$15/pet/night
Cleaning	\$50

(3-18-22)

251. -- 253. (RESERVED)

254. FEE SCHEDULE: GROUP CAMPSITE OR FACILITY.

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

(3-18-22)

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

(3-18-22)

255. (RESERVED)

256. FEE SCHEDULE: BOATING FACILITIES.

Boating Facilities:

Category	Fee
Vessel Launching	MVEF or \$7/ day/vessel
Overnight moorage at dock or buoy, person staying at campsite or facility and not staying on the vessel	\$9/night
Overnight moorage at dock, person staying on vessel	\$10/night
Overnight moorage at buoy, person staying on vessel	\$9/night

(3-18-22)

257. -- 258. (RESERVED)

259. FEE SCHEDULE: WINTER RECREATION PROGRAMS.

Category	Fee
Winter Access Daily Pass, individual	\$6/person/day
Winter Access Daily Pass, family	\$100/family/season
Winter Access Season Pass, individual	\$50/person/season
Winter Access Season Pass, couple	\$75/couple/season
Winter Recreation Parking, temporary three-day permit	\$10/three days
Winter Recreation Parking, annual permit	\$30/year

(3-18-22)

260. -- 274. (RESERVED)

275. CRITERIA FOR RESERVATIONS.

01. Responsible Party. (3-18-22)

a. The person booking reservations for an individual campsite or facility is responsible for ensuring compliance with the rules within this chapter. (3-18-22)

b. The person booking reservations for multiple individual campsites is designated the group leader and is responsible for ensuring compliance with the rules within this chapter. The group leader may approve another person to register for a campsite as the primary occupant prior to check-in or at the park. Once the primary occupant registers for the campsite, the primary occupant becomes the responsible party. (3-18-22)

c. The person booking reservations for a group campsite or facility is designated the group leader and is responsible for ensuring compliance with the rules within this chapter. (3-18-22)

02. Reservation Service Charges, Individual or Group Campsite or Facility. Reservations are non-transferable (from one party to another). Reservation fees are non-refundable. (3-18-22)

a. A reservation service charge may be assessed for each individual or group campsite or facility reserved. (3-18-22)

b. The service charge for an individual campsite or facility will be waived for campers with a current Idaho RV registration sticker and reimbursed to the department by the RV Program. (3-18-22)

03. Cleaning Fee. A cleaning fee or a damage/cleaning deposit may be required by the park or program manager as a condition of reservation. (3-18-22)

04. Confirmation Requirements. (3-18-22)

a. Confirmation of an individual campsite or facility reservation. Full payment of all required fees must be made before a reservation is confirmed. (3-18-22)

b. Confirmation of a designated group campground, group campsite, or group facility reservation. Before a reservation is confirmed, the group leader must: (3-18-22)

i. Supply primary occupant (point of contact) name, address, and phone number for multiple bookings of individual campsites for a group. (3-18-22)

ii. Pay all required fees for each campsite or facility reserved. (3-18-22)

05. Reservation Modifications. A reservation service fee will be assessed for any modification to a previously made reservation that involves reducing the planned length of stay, or to change the reservation dates where part of the new stay includes part of the original stay booked (rolling window). Modifications that change the original stay so that no part of the new stay includes part of the original stay are to be considered a cancellation and re-book will be mandatory to keep a reservation. With the exception of the reservation service charge as defined in Section 276, any overpaid fees will be reimbursed at the time the reservation is modified. (3-18-22)

06. Reservation Cancellations. (3-18-22)

a. Individual Campsite or Facility. A reservation service fee will be assessed for the cancellation of a reservation. This service fee will be assessed for each campsite or facility involved. If the customer cancels after the scheduled arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time will the customer be charged a cancellation fee that exceeds the amount originally paid. The IDPR or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-18-22)

b. Park Board Designated Special Use Campsites and Facilities. A reservation service fee will be assessed for the cancellation of a reservation. If a cancellation for a group facility occurs twenty-one (21) or fewer calendar days prior to arrival, the customer forfeits the first night or daily facility usage fees (base rate). If a cancellation for a group facility occurs more than twenty-one (21) calendar days prior to arrival, a cancellation charge will be assessed. If the customer cancels after the arrival date the customer forfeits all usage fees for the time period already expired. Cancellations received after checkout time will result in the forfeiture of that day's usage fees for the campsite or facility. At no time will the customer be charged a cancellation fee that exceeds the amount originally paid. The department or its reservation service provider may cancel a customer's reservation for insufficient payment of fees due. An individual site cancellation fee applies to each campsite in a group campground. With the exception of the reservation service fees, all fees paid will be reimbursed at the time the reservation is cancelled. (3-18-22)

07. Insufficient Payment. The department may cancel a customer's reservation for insufficient payment of fees due. (3-18-22)

276. FEE SCHEDULE: RESERVATIONS.

Category	Fee
Reservation Service Charge, individual campsite or facility	Current RV sticker or \$10/campsite or facility
Reservation Service Charge, group reservation for campsite or facility	\$25

Category	Fee
Modification	\$10/campsite or facility
Cancellation, individual campsite or facility, prior to check-in time	\$10/campsite or facility
Cancellation, individual campsite or facility, after check-in time	First night's fee
Cancellation, special use campsite or facility, more than 21 days in advance	\$50/facility
Cancellation, individual campsite or facility, 21 days or less in advance	First night's or daily usage fee

(3-18-22)

277. -- 399. (RESERVED)

400. PARK CAPACITIES.

Where applicable, park or program managers may limit or deny access to an area whenever it has reached its designated capacity. (3-18-22)

401. -- 499. (RESERVED)

500. LIVESTOCK.

Grazing of livestock is not permitted within lands administered by the department. Exceptions may be made by the board for grazing permits or otherwise permitting the use of lands administered by the department for livestock. The use of saddle or other recreational livestock is prohibited on trails, roadways, and other areas unless designated through signing for that purpose or with permission of the park or program manager. (3-18-22)

501. -- 576. (RESERVED)

577. SPREADING OF HUMAN ASHES.

Persons may spread human ashes on lands owned by the Idaho Department of Parks and Recreation. The exact location must be pre-approved by the park or program manager. Persons may not spread ashes in the water within a state park. The department does not assign or convey any rights or restrictions by allowing the placement of ashes on the land, and there are no restrictions in the ability of the landowner to operate, develop, or otherwise use the land at their sole discretion without any obligation associated with the placement of ashes on the land. (3-18-22)

578. -- 624. (RESERVED)

625. ADVERTISEMENTS/PROMOTIONS/DEMONSTRATIONS.

01. Printed Material. Public notices, public announcements, advertisements, or other printed matter may only be posted or distributed in a special area approved by the park or program manager. (3-18-22)

02. Political Advertising. Political advertising is strictly prohibited within any lands administered by the Department. (3-18-22)

03. Demonstrations. Public demonstrations are limited to areas approved by the park or program manager and subject to an approved permit issued after arrangements for sanitation, population density limitations, safety of persons and property, and regulation of traffic are made. (3-18-22)

626. -- 649. (RESERVED)

650. AUTHORIZED OPERATIONS.

No person, firm, or corporation may operate any concession, business, or enterprise within lands administered by the

Department without written permission or permit from the board. No person(s), partnership, corporation, association or other organized groups may: (3-18-22)

01. Beg or Solicit for Any Purpose. (3-18-22)

02. Game or Operate a Gaming Device of Any Nature. (3-18-22)

03. Abandon Any Property. Leave any property on department lands. Leaving property is prohibited unless registered in a campsite or permitted by the park or program manager. Property left on department lands for more than twenty-four (24) hours may be removed at the owner's expense. (3-18-22)

651. -- 674. (RESERVED)

675. DEPARTMENT RESPONSIBILITY.

The department is not responsible for damage to, or theft of personal property within lands administered by the department. All visitors use facilities and areas at their own risk. (3-18-22)

676. NONDISCRIMINATION.

No person may discriminate in any manner against any person or persons because of race, color, national origin, religion, gender, age or disability within lands administered by the department. Facilities constructed or maintained with, and programs supported by the cross-country skiing recreation account must be available for public use without discrimination and must comply with requirements as set out in the Americans with Disabilities Act. (3-18-22)

677. -- 999. (RESERVED)