

**IDAHO DEPARTMENT OF PARKS & RECREATION  
QUARTERLY BOARD MEETING**

**August 16-17, 2023**



**Idaho Department of Parks and Recreation Headquarters  
Hampton Inn  
2701 Nez Perce Drive  
Lewiston, Idaho**

**IDAHO DEPARTMENT OF PARKS & RECREATION**

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

**Quarterly Board Meeting**

**August 16-17, 2023**

**Hampton Inn by Hilton**

**2701 Nez Perce Drive, Lewiston, ID 83501**

**Zoom Meeting Link:**

Join Zoom Meeting

<https://us02web.zoom.us/j/87458588184?pwd=NG1QM2ZaOWtxVzF2SWJyVnExU2NjQT09>

Meeting ID: 874 5858 8184

Passcode: 848291

One tap mobile

+12532050468,,87458588184#,,,,\*848291# US

+12532158782,,87458588184#,,,,\*848291# US (Tacoma)

Find your local number: <https://us02web.zoom.us/j/87458588184?pwd=NG1QM2ZaOWtxVzF2SWJyVnExU2NjQT09>

**AGENDA**

**(Amended 8.14.23)**

**Wednesday, August 16, 2023**

**8:00 A.M. (PST); 9:00 A.M. (MST)**

**6:00 P.M. (PST) Board/Staff dinner at Mystic Café**

**Thursday, August 17, 2023**

- 9:00 A.M. – 3:00 P.M. (PST) – Jet Boat Tour - Lunch provided.

Periodic breaks and lunch will be taken during Wednesday’s meeting at the discretion of the Chairman

- 8:00A.M. (PST) 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
    - July 6, 2023
- Director’s Report - **Information Only** - Director Buxton
- FY 2025 Budget - **Action Item** - Steve Martin
- Grant Advisory Committee Appointments - **Action Item** - Kathy Muir
- Leasing Program Update – **Information Only** – Heidi Burks
- Rules IDAPA 26.01.10 & 26.01.20 – **Action Items** – Seth Hobbs

- Fees – **Action Item** – Seth Hobbs
- Harriman Wine in Woods GUP – **Action Item**- Troy Elmore
- Ritter Island Acceptance of Real Property – **Action Item** – Heidi Burks
- Policy 4100 - Proposed Financial Reserve– **Action Item** – Adam Zaragoza
- MOU for Farragut Intersection – **Action Item** – Adam Zaragoza
- Employee Housing for ISP – **Information Only** – Adam Zaragoza
- Program Reports / Staff will Stand for Questions
- Board Comments
- Old/New Business
- 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."*

- Executive Session\* - **Action Item**
  - (b) Personnel
  - (c) Interest in real property
  - (f) Litigation

- **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.*

**IDAHO DEPARTMENT OF PARKS & RECREATION**

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

**June Board Meeting**

**July 6, 2023**

**IDPR Headquarters**

**5657 Warm Springs Ave**

**Boise, ID 83714**

Join Zoom Meeting

<https://us02web.zoom.us/j/83981818785?pwd=M2dHbjA3VzViUDZjd1JOQkNtdU9VZz09>

Meeting ID: 839 8181 8785

Passcode: 407453

Dial by your location

- +1 669 444 9171 US

**MINUTES**

**Monday, July 6, 2023**

IDPR Headquarters

MEETING ADJOURNED AT APPROXIMATELY 10:35 am, July 6, 2023.

**Thursday, July 6, 2023**

Call to Order - Chairman Beckley called the meeting to order and requested a roll call.

- Chairman Beckley - Present
- Board Member Cooke - Present
- Board Member Fatkin - Absent
- Board Member Manning - Present
- Board Member Roach - Present
- Board Member Roady - 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

Craig Quintana, Public Information Officer, Senior

Melanie Schuster, Development Bureau Chief

Joanna Hiller, Management Assistant

Jennifer Quinno-Miller, Human Resources Officer

Seth Hobbs, Registration & Reservation Program Manager

Garrett Hensley, Legal Intern

Lisa Herriot, Financial Management Analyst, Division Financial Management

Darren Damon, Policy Advisor, Office of the Governor

## **Welcome and Introductions / Chairman Beckley and Director Buxton**

Chairman Beckley and Director Buxton welcomed everyone to the meeting.

## **Consent Agenda**

Approval of Minutes May 4, 2023, and June 12, 2023

**Ms. Manning moved to approve the minutes after the change is made to the May 4, 2023, minutes regarding page 3 grant approvals section where the seconded motion be changed to Mr. Roady and the change be made to the June 12, 2023, minutes regarding Ms. Manning to present on the roll call instead of absent. 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.**

## **Directors Proposed Legislative Ideas**

Director Buxton reported on the following legislative topic:

- **First Responders**

This legislation will designate park rangers and park managers as first responders in Idaho Statute 72-451, making them eligible to receive workers compensation for Post-Traumatic Stress Injuries (PTSI) occurred while performing their job duties. Park Rangers and Park Managers provide education and information services for park visitors; maintains park facilities and grounds areas; ensures compliance with park rules and regulations; promotes public safety; patrols the park to protect and preserve park resources from vandalism and abuse; and performs other related work. Idaho State Parks are secluded in nature and can have over a thousand patrons at each park every day. Park Rangers and Park Managers are the first responders to every incident that occurs in Idaho State Parks. While conducting their duties of public safety and compliance with park rules, they encounter theft, vandalism, drunk and disorderly patrons, domestic violence situations, suicides, and casualty recoveries and other first responder situations. Like other first responders in Idaho, Park Rangers and Park Managers are subjected to these incidents that can cause Post Traumatic Stress Injuries. This legislation is intended to correct the omission of Park Rangers and Park Managers from the first responders list.

**Ms. Manning motioned to support and moved forward the First Responders legislation making Park Rangers and Park Managers first responders in Idaho Statute 72-451, making them eligible to receive workers compensation for Post Traumatic Stress Injuries incurred while performing their job duties. Motion was seconded by Mr. Roady carried unanimously.**

## **ADJOURN**

The meeting was adjourned at approximately 10:35 AM.

---

Chairman Brian Beckley  
Idaho Park and Recreation Board

---

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



**Board Report: August 14, 2023**  
**Susan Buxton, Director**

**Luma and HR Modernization**

The Luma ERP statewide financial, payroll, budget, procurement, and human capital management system went live on July 1, 2023. HR Modernization for DHR also took effect. The system transition has been bumpy, but IDPR employees and our DHR team (Lupe Arteaga and Jennifer Quinno-Miller) have been resilient and kept their sense of humor working through many unforeseen difficulties. I applaud them and appreciate their dedication to excellence. We expect several differences in fiscal reporting and ask IDPR Board members to let us know any frustrations you may have or information you may want to see. It is likely to take several months to work out issues, but the State Controller's Office is dedicated to helping all agencies with the transition. We expect adjustments and will keep you informed.

**FY2025 Budget and Personnel Costs**

Since the May 2023 Board meeting, we have met with DHR and DFM regarding our proposed FY2025 Budget. IDPR has seen several resignations due to salary opportunities outside of the agency and with other governmental entities that also participate in PERSI. For example, we lost an HR employee for over \$20,000 annual increase, an administrative employee for over \$6000 annual increase and a fiscal employee for over \$10,000 annual increase. Luma's rollout has been difficult and has been mentioned as an additional stress along with salary concerns during exit interviews. IDPR is not alone, and all other state agencies are experiencing similar trends. IDPR always wants our employees to succeed and thrive so we will be working with DHR, DFM, the Governor's office and our Legislators to address the needs of our state employees.

**Idaho Outdoor Recreation Fund Advisory Council – EO 2023-03**

On July 26, 2023, Governor Brad Little signed the executive order and appointed the Council members. The EO designated \$5M from S1196 in IDPR's Recreation Fund for interagency collaborative projects and for projects to enhance recreation access, monetize outdoor recreation for long-term sustainability and to educate the public on responsible recreation. The Council is advisory to the Governor and the IDPR Board to develop additive outdoor recreation access and capacity in Idaho.

The Council is made up of 13 members:

- Director of IDPR
- Director of IDFG
- Director of IDL
- Member of Idaho Senate
- Member of Idaho House of Representatives

- Member of Idaho Rangeland Resources Commission
- Representative of Recreation Communities
- Representative of Rural Idaho Communities
- Representative of Sportsmen Community
- Representative of Agriculture Community
- Representative of Forestry & Mining Community
- Representative of Business Community
- Representative of Conservation Community

### **Governor Little and the IDPR Board at the Challis Hot Springs of Land of Yankee Fork State Park**



Challis Hotsprings is an exciting addition to the Land Yankee Fort State Park. The transition has been smooth, but Park Staff looks forward to having the campground on the IDPR reservation system next season. We have received numerous rave reviews and thanks for keeping this special place in Idaho open to the public.

## STIHL Headquarters- State Parks Leadership School Regents Meeting in Virginia Beach



On May 21-22, 2023, I traveled to Virginia Beach to meet with the State Parks Leadership School Board of Regents to plan the next session classes. The meeting was held at the STIHL Headquarters. We had meetings and were able to tour the STIHL manufacturing facility. This school is certified by NC State as a two-year leadership program for state park employees nationwide. I taught Recreation Conflict and 21<sup>st</sup> Century Employee issues and trends and assisted with the Ethics course. I will be involved with these topics again at the January 2024 session. IDPR expects to send 2 to 4 employees to this school.

We just had Joseph Blackburn, the assistant manager at Harriman State Park, complete his Certified Public Manager program. We also have our CEO training, Ranger Roundup, interpretation training and historic building maintenance trainings available to staff. I am very supportive of any leadership and skills development IDPR can provide our dedicated employees.

### **Bruneau Dunes SP Observatory Dedication**

The Bruneau Dunes Observatory Dedication was held June 1, 2023. The new observatory is a monumental addition to the park and the State. We are seeing a huge interest in stargazing statewide, and this facility is already getting a lot of attention from visitors, and the astrological and education communities. The benefits of this investment will be felt for many years.





## **Rec Fest and 40 Year Anniversary of Eagle Island SP**

On June 3, 2023, we celebrated the 40<sup>th</sup> anniversary of Eagle Island State Park. We also had an open house for the community to provide information and ask questions about the new campground to be constructed with Rec Fest included many vendors, recreation groups, free fishing, and food trucks. The participation was impressive given the fact Rec Fest had not been held for several years. We received very positive feedback.



## **Owl in the Ritter Island Dairy Barn**

Director Gary Spackman, IDWR, Adam Zaragoza and I met with the City of Hagerman and Dave Landrum, the Manager at Thousand Springs State Park on May 17, 2023. We are working with IDWR and the City to finalize our water right transfer at Billingsly Creek in exchange for the hookup to sewer and water at the new campground. We got to go to Ritter Island to show Director Spackman the work there - and a few Owls in the barn!



## U of I College Natural Resources Advisory Board



I was able to accompany other Advisory Board members (Mike Roach and Chuck Roady) with President Green, Dean Becker, Chandra Ford and many other CNR leaders, Idaho Power Corporate leaders (Brett Dumas and Fred Nolan), Dustin Miller, Jim Fredericks, and Darren Damon from the State, Forest Service, BLM and many other experts to discuss the FERC relicensing of Idaho Power's Hells Canyon Dam Complex and outdoor recreation that is created by the dams. This Board provides me with another fantastic source of information and support for IDPR's efforts. Sharing Professor Chris Zajchowski with CNR has been a great help for IDPR's interpretation program research assistance for all our worth at IDPR.

### **21<sup>st</sup> Annual Governor's Trail Ride**

June 21-23, 2023, was the 21<sup>st</sup> Annual Governor's Trail Ride at Three Creek. Brian Beckley, Troy Elmore, and I were able to attend. I had an opportunity to have more in depth discussion with the Idaho Cattleman's Association members about the needs for facilities and outreach to better manage the increasing pressure of outdoor recreation on both public and private lands. Visiting with Governor Little, other Directo's, federal land managers and many staff of all these groups was insightful. The trail ride was gorgeous too. Many thanks to Brian Beckley for letting me ride his horse Rojo – what a wonderful horse!

### **Other News**

July brought meetings regarding America 250, the Luma transition, continuing to on board Joanna Hiller and Jennifer Quinno-Miller to the Executive Team. They both jumped in without missing a beat to work me and HR. We had many fantastic applicants for the East Region Mangers position. I am grateful for Wallace Keck's work as the Interim Manager he did an excellent job and has been tackling many tasks at City Rocks/Castle Rocks State Park. Tara McClure-Cannon ran the park without a hitch while Wallace was on assignment. Congratulations to Ryan Buffington on his new position as our Region Manager. Walcott State Park will miss him, but his staff are doing well holding down the fort.

- Met with Curtis Elke from USDA-NRCS to discuss ways IDPR & NRCS can work together to address outdoor recreation in Idaho. Curtis and I struck up a long conversation during the Governor's Trail Ride and think there are several projects we may be able to work together on.
- Rep. James Petzke, Garrett Hensley (IDPR Intern) and I toured Bruneau Dunes State Park, Thousand Springs State Park, and Massacre Rocks State Park and nearby Rock Creek to look at possible outdoor recreation projects that IDPR could collaborate with other agencies and stakeholders.
- IDPR HQ has had two interns over the last few months, Garrett Hensley is starting his second year as a student at the U of I College of Law. He has been researching real estate matters, easements, HR issues and funding issues related to the Passport program. Anna Anderson is on her way to Duke University as an engineering student. She did analysis of the effect of 67-4223 (7) (d) (2021) which requires nonresident campers to pay double the resident camping fee in at least 5 state parks. The data analyzed shows visitation to 4 of the 5 state parks has decreased. We have seen an increased resident orders and a decrease in nonresident orders in these parks. The financial advantage the increased charge to nonresidents in these parks appears to have reached its level and the fiscal benefits anticipated by the 2021 legislation does not appear to have been realized as hoped. We will look at this season's trends in the coming months.

For the next couple of months there will be a work on the budget, the legislation regarding our park employees and first responders.

Our development crew is busy working to encumber the FY23 surplus funds, and APPA funds to address our deferred maintenance.

The National Association of State Park Directors meeting is in September at Lake Tahoe. We always find meeting with other state very valuable.

As always, I appreciate the work and support of the IDPR Board. Please let me know if you ever need any additional information or have any questions.

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

**AGENDA**  
**Idaho Park and Recreation Board Meeting**  
**August 16-17, 2023**  
**Hampton Inn Lewiston**  
**2701 Nez Perce Drive**  
**Lewiston, ID 83501**

**AGENDA ITEM:**      **FY 2025 Budget Proposal**  
**ACTION REQUIRED:**   **Board Action Required**  
**PRESENTER:**        **Steve Martin**

**PRESENTATION**

**BACKGROUND INFORMATION**

Information regarding the fiscal year (FY) 2024 budget along with an overview of the department’s funding sources and state’s budgeting process was presented to the Board in their June 2023 meeting.

**FY 2025 BUDGET PROPOSAL**

*Note: The final FY 2025 budget proposal is nearly identical to the “draft” proposal presented to the Board in June. The only change being the deletion of \$113,900 in personnel costs for the Development Bureau Project Manager 2 FTP request (DU 12.13).*

A comparison of the FY 2024 appropriated budget and the FY 2025 budget proposal is provided on page 1.

The FY 2025 budget proposal assumes increases in benefit costs of \$137,900 and CEC of \$444,000 (page 2). Actual benefit cost increases and CEC will be adjusted to match instructions received from the Division of Financial Management (DFM) before the budget is submitted at the end of August. These amounts are being reserved to more accurately reflect the cash balances needed for these anticipated expenditures.

The FY 2025 budget includes enhancement requests (detailed on pages 6 &7) for increases in personnel costs for seven (7) new full-time positions (FTPs), seasonal personnel, and operating expenditures in the Operations division (see DUs 12.01 – 12.03, and 12.13). It also includes a 2% departmentwide personnel cost increase to address ongoing compression and equity issues

(DU 12.04). All personnel related requests require approval from the Division of Human Resources (DHR) prior to being submitted.

The Recreation Bureau is requesting enhancements for an OHV law enforcement program, a travel trailer, additional funds for the responsible OHV use media campaign, and one-time operating expense for snowmobile trail signs and trail makers (DUs 12.05 – 12.08).

Development Bureau enhancements include one-time capital outlay requests for the Farragut Brig intersection, RV camping improvements statewide, and federal grant spending authority for two Bureau of Reclamation grants at Lake Walcott and Lake Cascade (DUs 12.09 – 12.12).

All enhancement requests are fully supported by conservative revenue estimates from dedicated and federal funds.

The FY 2025 budget request for one-time capital outlay is \$2,676,000 (see Form B-7 on page 8) and represents a 46% decrease from the total approved in FY 2024. This is attributable to the absence of any capital repair and maintenance projects in this request. These projects will be adequately funded by ARPA and the \$95 million budget surplus for the next several years. The total by category is as follows:

- Capital Equipment Replacement - \$2,676,000 (14% increase versus FY 2024) includes recreation program specialty equipment, park vehicle fleet, and equipment items. This level of replacement is consistent with our historical equipment replacement needs.
- Capital Repairs – Maintenance Projects - \$0. Historically, we have only been able to budget \$3 to \$5 million annually for one-time capital repairs. As noted above, with an anticipated \$45 million in ARPA funding and \$95 million from the state budget surplus appropriation we will not have to request a budget for specific projects for the next several years.

Overall, the FY 2025 budget proposal is a 13% decrease from the FY 2024 appropriation (excluding the effects from the \$95 million extraordinary appropriation). Additional ongoing personnel and operating total approximately \$2 million. Current cash balance projections support this proposal while preserving appropriate balances in our dedicated funds.

### **STAFF RECOMMENDATIONS**

Staff recommends Board approval of the FY 2025 budget proposal based upon the ranked replacement and enhancement items, for a total of \$68,609,500, as summarized on page 2 of the attachment. Additionally, staff requests Board approval to adjust Health Benefit Costs and CEC, if any, to the actual amounts included in DFM's budget instructions when they are issued.

**Idaho Department of Parks and Recreation**  
**FY 2025 Budget Request**  
**Appropriation Comparison**

<b>Budget by Appropriation (All Funds)</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>% Change</b>
<b>Management Services</b>			
FTP	33.08	33.08	0.0%
Personnel Costs	\$ 3,075,600	\$ 3,253,400	5.8%
Operating Expenditures	3,279,400	3,279,400	0.0%
Capital Outlay	100,000	170,000	70.0%
Trustee and Benefit	16,041,800	16,041,800	0.0%
<b>Management Services Total</b>	<b>\$ 22,496,800</b>	<b>\$ 22,744,600</b>	<b>1.1%</b>
<b>Operations</b>			
FTP	150.72	157.72	4.6%
Personnel Costs	\$ 15,003,800	\$ 16,351,400	9.0%
Operating Expenditures	7,605,000	8,055,000	5.9%
Capital Outlay	3,488,000	2,581,000	-26.0%
Trustee and Benefit	1,427,500	1,927,500	35.0%
<b>Operations Total</b>	<b>\$ 27,524,300</b>	<b>\$ 28,914,900</b>	<b>5.1%</b>
<b>Capital Development</b>			
FTP	-	-	
Personnel Costs	\$ -	\$ -	
Operating Expenditures	-	-	
Capital Outlay	28,880,000	16,950,000	-41.3%
Trustee and Benefit	-	-	
<b>Capital Development Total</b>	<b>\$ 28,880,000</b>	<b>\$ 16,950,000</b>	<b>-41.3%</b>
<b>Department Total</b>			
FTP	183.80	190.80	3.8%
Personnel Costs	\$ 18,079,400	\$ 19,604,800	8.4%
Operating Expenditures	10,884,400	11,334,400	4.1%
Capital Outlay	32,468,000	19,701,000	-39.3%
Trustee and Benefit	17,469,300	17,969,300	2.9%
<b>Department Total</b>	<b>\$ 78,901,100</b>	<b>\$ 68,609,500</b>	<b>-13.0%</b>

**Idaho Department of Parks and Recreation**  
**FY 2025 Budget Request**  
**All Agency Functions**

<b>Budget by Decision Unit</b>	<b>FTP</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Total</b>
<b>FY 2024 Total Appropriation</b>	<b>183.80</b>	<b>3,915,000</b>	<b>53,622,300</b>	<b>21,363,800</b>	<b>78,901,100</b>
<b>FY 2024 Total Estimated Expenditures</b>	<b>183.80</b>	<b>4,665,000</b>	<b>140,422,300</b>	<b>36,863,800</b>	<b>181,951,100</b>
FTP or Fund Adjustment	-	-	-	-	-
Removal of One-time Expenditures	-	-	(17,308,000)	(5,260,000)	(22,568,000)
Removal of Reappropriation	-	(750,000)	(86,800,000)	(15,500,000)	(103,050,000)
Base Reductions	-	-	-	-	-
<b>FY 2025 Base</b>	<b>183.80</b>	<b>3,915,000</b>	<b>36,314,300</b>	<b>16,103,800</b>	<b>56,333,100</b>
<b>Program Maintenance</b>					
Benefit Cost Increase (Estimate \$750 per FTP)	-	26,400	102,300	9,200	137,900
CEC Salary Multiplier (Estimate 3%)	-	86,800	327,700	29,500	444,000
Replacement Items - Rec Bureau Equipment	-	-	1,406,000	100,000	1,506,000
Replacement Items - Park Infrastructure & Equipment	-	-	340,000	-	340,000
Replacement Items - Vehicles	-	-	730,000	-	730,000
Replacement Items - Computer Replacement	-	-	100,000	-	100,000
Replacement Items - Capital Maintenance Projects	-	-	-	-	-
<b>FY 2025 Program Maintenance</b>	<b>183.80</b>	<b>4,028,200</b>	<b>39,320,300</b>	<b>16,242,500</b>	<b>59,591,000</b>
<b>Program Enhancements</b>					
12.01 - Park Operations 7.0 FTPs	7.00	-	443,500	-	443,500
12.02 - Park Operations Increase Seasonal PC	-	-	200,000	-	200,000
12.03 - Park Operations Increase OE	-	-	300,000	-	300,000
12.04 - 2% Equity Departmentwide	-	-	300,000	-	300,000
12.05 - Rec Bureau OHV Law Enforcement Program	-	-	500,000	-	500,000
12.06 - Rec Bureau Travel Trailer	-	-	75,000	-	75,000
12.07 - Rec Bureau OHV Responsible Use Media	-	-	150,000	-	150,000
12.08 - Rec Bureau Snowmobile Signs and Trail Markers	-	-	100,000	-	100,000
12.09 - Farragut Brig Intersection	-	-	1,800,000	-	1,800,000
12.10 - Statewide RV Camping Improvements	-	-	4,500,000	-	4,500,000
12.11 - Lake Walcott BOR Grant Water Utilities	-	-	-	400,000	400,000
12.12 - Lake Cascade BOR Grant Shoreline Erosion	-	-	-	250,000	250,000
<b>FY 2025 Budget Request</b>	<b>190.80</b>	<b>4,028,200</b>	<b>47,688,800</b>	<b>16,892,500</b>	<b>68,609,500</b>
<b>Budget by Expenditure Object</b>					
Personnel Costs	-	3,088,200	15,232,800	1,283,800	19,604,800
Operating Expenditures	-	940,000	9,763,200	631,200	11,334,400
Capital Outlay	-	-	8,951,000	10,750,000	19,701,000
Trustee and Benefit	-	-	13,741,800	4,227,500	17,969,300
		<b>4,028,200</b>	<b>47,688,800</b>	<b>16,892,500</b>	<b>68,609,500</b>

**Idaho Department of Parks and Recreation**  
**FY 2025 Budget Request**  
**Management Services**

<b>Budget by Decision Unit</b>	<b>FTP</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Total</b>
<b>FY 2024 Total Appropriation</b>	<b>33.08</b>	<b>806,200</b>	<b>18,688,000</b>	<b>3,002,600</b>	<b>22,496,800</b>
<b>FY 2024 Total Estimated Expenditures</b>	<b>33.08</b>	<b>806,200</b>	<b>18,688,000</b>	<b>3,002,600</b>	<b>22,496,800</b>
FTP or Fund Adjustment	-	-	-	-	-
Removal of One-time Expenditures	-	-	(100,000)	-	(100,000)
Base Reductions	-	-	-	-	-
<b>FY 2025 Base</b>	<b>33.08</b>	<b>806,200</b>	<b>18,588,000</b>	<b>3,002,600</b>	<b>22,396,800</b>
<b>Program Maintenance</b>					
Benefit Cost Increase (Estimate \$750 per FTP)	-	3,500	21,200	-	24,700
CEC Salary Multiplier (Estimate 3%)	-	13,700	77,400	-	91,100
Replacement Items - Vehicles	-	-	70,000	-	70,000
Replacement Items - Computer Replacement	-	-	100,000	-	100,000
Replacement Items - Capital Maintenance Projects	-	-	-	-	-
<b>FY 2025 Program Maintenance</b>	<b>33.08</b>	<b>823,400</b>	<b>18,856,600</b>	<b>3,002,600</b>	<b>22,682,600</b>
<b>Program Enhancements</b>					
12.04 - 2% Equity Departmentwide	-	-	62,000	-	62,000
<b>FY 2025 Budget Request</b>	<b>33.08</b>	<b>823,400</b>	<b>18,918,600</b>	<b>3,002,600</b>	<b>22,744,600</b>
<b>Budget by Expenditure Object</b>					
Personnel Costs		472,100	2,781,300	-	3,253,400
Operating Expenditures		351,300	2,925,500	2,600	3,279,400
Capital Outlay		-	170,000	-	170,000
Trustee and Benefit		-	13,041,800	3,000,000	16,041,800
		<b>823,400</b>	<b>18,918,600</b>	<b>3,002,600</b>	<b>22,744,600</b>



**Idaho Department of Parks and Recreation**  
**FY 2025 Budget Request**  
**Operations**

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY 2024 Total Appropriation</b>	<b>150.72</b>	<b>3,108,800</b>	<b>21,054,300</b>	<b>3,361,200</b>	<b>27,524,300</b>
<b>FY 2024 Total Estimated Expenditures</b>	<b>150.72</b>	<b>3,108,800</b>	<b>21,054,300</b>	<b>3,361,200</b>	<b>27,524,300</b>
FTP or Fund Adjustment		-	-	-	-
Removal of One-time Expenditures		-	(3,328,000)	(260,000)	(3,588,000)
Base Reductions		-	-	-	-
<b>FY 2025 Base</b>	<b>150.72</b>	<b>3,108,800</b>	<b>17,726,300</b>	<b>3,101,200</b>	<b>23,936,300</b>
<b>Program Maintenance</b>					
Benefit Cost Increase (Estimate \$750 per FTP)		22,900	81,100	9,200	113,200
CEC Salary Multiplier (Estimate 3%)		73,100	250,300	29,500	352,900
Replacement Items - Rec Bureau Equip & Vehicles (10.31 and 10.33)		-	1,406,000	100,000	1,506,000
Replacement Items - Park Infrastructure & Equip (10.31)		-	340,000	-	340,000
Replacement Items - Park Vehicles (10.33)		-	660,000	-	660,000
Replacement Items - Capital Maintenance Projects (10.36)		-	-	-	-
<b>FY 2025 Program Maintenance</b>	<b>150.72</b>	<b>3,204,800</b>	<b>20,463,700</b>	<b>3,239,900</b>	<b>26,908,400</b>
<b>Program Enhancements</b>					
12.01 - Park Operations 7.0 FTPs	7.00	-	443,500	-	443,500
12.02 - Park Operations Increase Seasonal PC	-	-	200,000	-	200,000
12.03 - Park Operations Increase OE	-	-	300,000	-	300,000
12.04 - 2% Equity Departmentwide	-	-	238,000	-	238,000
12.05 - Rec Bureau OHV Law Enforcement Program	-	-	500,000	-	500,000
12.06 - Rec Bureau Travel Trailer	-	-	75,000	-	75,000
12.07 - Rec Bureau OHV Responsible Use Media	-	-	150,000	-	150,000
12.08 - Rec Bureau Snowmobile Signs and Trail Markers	-	-	100,000	-	100,000
<b>FY 2025 Budget Request</b>	<b>157.72</b>	<b>3,204,800</b>	<b>22,470,200</b>	<b>3,239,900</b>	<b>28,914,900</b>
<b>Budget by Expenditure Object</b>					
Personnel Costs		2,616,100	12,451,500	1,283,800	16,351,400
Operating Expenditures		588,700	6,837,700	628,600	8,055,000
Capital Outlay		-	2,481,000	100,000	2,581,000
Trustee and Benefit		-	700,000	1,227,500	1,927,500
		<b>3,204,800</b>	<b>22,470,200</b>	<b>3,239,900</b>	<b>28,914,900</b>

**Idaho Department of Parks and Recreation**  
**FY 2025 Budget Request**  
**Capital Development**

<b>Budget by Decision Unit</b>	<b>FTP</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Total</b>
<b>FY 2024 Original Appropriation</b>	-	-	<b>13,880,000</b>	<b>15,000,000</b>	<b>28,880,000</b>
Reappropriation	-	750,000	86,800,000	15,500,000	103,050,000
<b>FY 2024 Total Estimated Expenditures</b>	-	<b>750,000</b>	<b>100,680,000</b>	<b>30,500,000</b>	<b>131,930,000</b>
FTP or Fund Adjustment	-	-	-	-	-
Removal of One-time Expenditures	-	-	(13,880,000)	(5,000,000)	(18,880,000)
Removal of Reappropriation	-	(750,000)	(86,800,000)	(15,500,000)	(103,050,000)
Base Reductions	-	-	-	-	-
<b>FY 2025 Base</b>	-	-	-	<b>10,000,000</b>	<b>10,000,000</b>
<b>Program Maintenance</b>					
Capital Maintenance - Health & Safety (10.35)	-	-	-	-	-
Capital Maintenance - Preservation / Preventative Maintenance	-	-	-	-	-
Capital Maintenance - Building and Infrastructure Improvement	-	-	-	-	-
<b>FY 2025 Program Maintenance</b>	-	-	-	<b>10,000,000</b>	<b>10,000,000</b>
<b>Program Enhancements</b>					
12.09 - Farragut Brig Intersection			1,800,000		1,800,000
12.10 - Statewide RV Camping Improvements			4,500,000		4,500,000
12.11 - Lake Walcott BOR Grant Water Utilities				400,000	400,000
12.12 - Lake Cascade BOR Grant Shoreline Erosion				250,000	250,000
<b>FY 2025 Budget Request</b>	-	-	<b>6,300,000</b>	<b>10,650,000</b>	<b>16,950,000</b>
<b>Budget by Expenditure Object</b>					
Personnel Costs		-	-	-	-
Operating Expenditures		-	-	-	-
Capital Outlay		-	6,300,000	10,650,000	16,950,000
Trustee and Benefit		-	-	-	-
		-	<b>6,300,000</b>	<b>10,650,000</b>	<b>16,950,000</b>

**Idaho Department of Parks and Recreation  
FY 2025 Budget Request**

**Program Enhancement Summary**

Priority Rank	DU	Description	Fund	FTP	Personnel Costs	Operating Expenditure	Capital Outlay	Trustee/Benefit	TOTAL
1	12.01	<b>Park Operations - 7.0 FTP New Positions</b> Request 3 new Rangers, 1 Asst Manager, 2 Admin Asst, and 1 OS2 to support park operations. Ongoing PC.	0243	7.00	443,500				443,500
		<b>Subtotal</b>		<b>7.00</b>	<b>443,500</b>	-	-	-	<b>443,500</b>
2	12.02	<b>Park Operations - Statewide Increase in Seasonal PC</b> Increase in ongoing PC appropriation for parks to provide for additional hours and pay rates to support increased visitation.	0243		200,000				200,000
		<b>Subtotal</b>		-	<b>200,000</b>	-	-	-	<b>200,000</b>
3	12.03	<b>Park Operations - Statewide Increase in Operating Exp</b> Increase in ongoing OE appropriation for parks to provide for increased utility costs and demand from increased visitation.	0243			300,000			300,000
		<b>Subtotal</b>		-	-	<b>300,000</b>	-	-	<b>300,000</b>
4	12.04	<b>Departmentwide - 2% Equity Increase for all FTPs</b> Increase in ongoing PC to address systemic compression, below market salaries, and cost of labor statewide.	0243		300,000				300,000
		<b>Subtotal</b>		-	<b>300,000</b>	-	-	-	<b>300,000</b>
5	12.05	<b>Recreation Bureau - OHV Law Enforcement Program</b> Program to distribute a portion of OHV sticker fees to county law enforcement for education and safety.	0250.04					500,000	500,000
		<b>Subtotal</b>		-	-	-	-	<b>500,000</b>	<b>500,000</b>
6	12.06	<b>Recreation Bureau - Trails Program Travel Trailer</b> One-time capital outlay for the purchase of a towable travel trailer for the OHV trail maintenance crew.	0247.03				75,000		75,000
		<b>Subtotal</b>		-	-	-	<b>75,000</b>	-	<b>75,000</b>
7	12.07	<b>Recreation Bureau - Responsible OHV Use Media</b> One-time OE appropriation for a public awareness advertising campaign to promote responsible OHV use in Idaho.	0250.04			150,000			150,000
		<b>Subtotal</b>		-	-	<b>150,000</b>	-	-	<b>150,000</b>
8	12.08	<b>Recreation Bureau - Snowmobile Signs and Trail Markers</b> One-time OE appropriation for the purchase of signs and trail markers for snowmobile trails and trailheads statewide.	0250.03			100,000			100,000
		<b>Subtotal</b>		-	-	<b>100,000</b>	-	-	<b>100,000</b>
9	12.09	<b>Farragut - Brig Intersection</b> One-time capital outlay for ITD's contribution for reconstruction of Farragut central entrance road.	0349				1,800,000		1,800,000
		<b>Subtotal</b>		-	-	-	<b>1,800,000</b>	-	<b>1,800,000</b>
10	12.10	<b>Statewide - RV Camping Improvements</b> One-time capital outlay for RV grant program funds for camping improvements at various parks. Development Bureau will be refining a prioritized list where RV Grants can be used.	0250.05				4,500,000		4,500,000
		<b>Subtotal</b>		-	-	-	<b>4,500,000</b>	-	<b>4,500,000</b>

**Idaho Department of Parks and Recreation  
FY 2025 Budget Request**

***Program Enhancement Summary***

Priority Rank	DU	Description	Fund	FTP	Personnel Costs	Operating Expenditure	Capital Outlay	Trustee/Benefit	TOTAL
			<b>Subtotal</b>	-	-	-	<b>4,500,000</b>	-	<b>4,500,000</b>
11	12.11	<b>Lake Walcott - BOR Grant Water Utilities</b> One-time capital outlay for federal spending authority for Bureau of Reclamation grant to upgrade water throughout campground. Matching funds from FY 2023 surplus funds.	0348				400,000		400,000
			<b>Subtotal</b>	-	-	-	<b>400,000</b>	-	<b>400,000</b>
12	12.12	<b>Lake Cascade - BOR Shoreline Erosion</b> One-time capital outlay for federal spending authority for Bureau of Reclamation grant for shoreline erosion control. Matching funds from FY 2023 surplus funds.	0348				250,000		250,000
			<b>Subtotal</b>	-	-	-	<b>250,000</b>	-	<b>250,000</b>
			<b>Total Program Enhancements</b>	<b>7.00</b>	<b>943,500</b>	<b>550,000</b>	<b>7,025,000</b>	<b>500,000</b>	<b>9,018,500</b>

**FORM B7: ONE-TIME OE AND ONE-TIME CO SUMMARY**

Agency/Department: Department of Parks and Recreation  
 Program (if applicable):

Request for Fiscal Year : 2025  
 Agency Number: 340  
 Function/Activity Number:

Original Request Date: 9/1/2023  
 Revision Request Date:

Page: of

Priority Order	Program	DU	Fund	Subobject Code	Item/Description	Mileage	Date Acquired	Quantity in Stock	Request Quantity Desired	Request Unit Cost	Request Total Cost
02	10.31	0247.03	6610	OHV Rec - Replace 3 Snowmobile Trail Groomers	N/A	2014	40	3	325,000	975,000	
02	10.31	0247.03	6610	OHV Rec - Replace 2 Snowmobile Trail Groomer Drags	N/A	2014	40	2	50,000	100,000	
02	10.31	0247.03	6610	OHV Rec - Replace Trail Cat / Trail Dozer	N/A	2020	6	1	100,000	100,000	
02	10.33	0247.03	6650	OHV Rec - Replace 2 ATVs	N/A	2011	8	2	12,500	25,000	
02	10.33	0247.03	6650	OHV Rec - Replace 2 Snowmobiles	N/A	2018	9	2	18,000	36,000	
02	10.33	0247.03	6650	OHV Rec - Replace 4 Off-highway Motorcycles	N/A	2013	18	4	12,500	50,000	
02	10.33	0247.03	6630	OHV Rec - Replace 3/4-ton Crew Cab Utility Truck (R413)	130,000	2011	1	1	60,000	60,000	
02	10.33	0247.03	6630	OHV Rec - Replace 3/4-ton Crew Cab Utility Truck (R382)	110,000	2008	1	1	60,000	60,000	
02	10.33	0348	6630	Boating Rec - Replace 3/4-ton Crew Cab Work Truck (R355)	110,000	2007	1	1	60,000	60,000	
02	10.33	0348	6650	Boating Rec - Replace 2 Waverunners and Trailer	N/A	2006	4	2	20,000	40,000	
02	10.33	0243	6630	Park Operations Replace 12 Standard Duty Work Trucks (TBD)			12	12	55,000	660,000	
02	10.31	0243	6650	Park Operations Other Equipment Replacement (TBD)			1	1	340,000	340,000	
01	10.34	0243	6410	PC and Laptop Replacement				40	2,500	100,000	
01	10.33	0243	6630	Replace HQ Pool Vehicle Ford Fusion or Similar	100,000	2014	4	1	35,000	35,000	
01	10.33	0243	6630	Replace HQ Pool Vehicle Ford Fusion or Similar	140,000	2014	4	1	35,000	35,000	
<b>Grand Total</b>										<b>2,676,000</b>	

Grand Total by Program		2,676,000
01	Management Services	170,000
02	Park Operations	2,506,000
03	Capital Development	-

Grand Total by Decision Unit		2,676,000
10.31	Replacement Items - Park Infrastructure Repair & Equipment Replacement	1,515,000
10.33	Replacement Items - Vehicles	1,061,000
10.34	Replacement Items - IT Replacement Equipment	100,000
10.35	Capital Maintenance - Health & Safety	-
10.36	Capital Maintenance - Preservation / Preventative Maintenance	-
10.37	Capital Maintenance - Building and Infrastructure Improvements	-

Grand Total by Fund Source		2,676,000
0001	General Fund	-
0243	Parks and Recreation Fund	1,170,000
0247.03	Recreational Fuels - Off-road Motor Vehicle	1,406,000
0348	Federal Fund	100,000

Grand Total by Category		2,676,000
6198	Other Site Development - 1099 Reportable	0
6398	Other Property Improvements - 1099 Reportable	0
6410	Personal Computer Hardware	40
6610	Landscape Equipment	86
6630	Auto & Light Trucks	23
6650	Small Motorized Equipment	40

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

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM:**                      **Grant Advisory Committee Appointments**

**ACTION REQUIRED:**                      **Board Action Required**

**PRESENTER:**                      **Kathy Muir, Grant Manager**

**PRESENTATION**

**BACKGROUND INFORMATION:**

The Department has fourteen (14) citizen advisory committee positions to appoint.

Open Positions include: two Recreational Vehicle Fund positions, one Waterways Improvement Fund position, one Off-Road Motor Vehicle Fund position, two Recreational Trails Program Fund positions, and eight Land and Water Conservation Fund positions.

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

**STAFF RECOMMENDATIONS:**

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

**The Department has fourteen (14) citizens advisory committee positions expiring this year.**

Positions to be appointed include:

- Two (2) Recreational Vehicle Fund
- One (1) Waterways Improvement Fund
- One (1) Off-Road Motor Vehicle Fund
- Two (2) Recreational Trails Program
- Eight (8) Land & Water Conservation Fund

**Recreational Vehicle Fund Advisory Committee**

IDPR needs to fill the Recreational Vehicle Fund positions for Districts I and III. To date, IDPR staff have received three (3) applications. The candidates meet the minimum criteria and are eligible for appointment.

**District I**

We currently do not have any applications for this district. The position will remain vacant until a suitable candidate can be found.

**District III**

**Richard Humiston** has volunteered as a campground host at Bruneau Dunes, Lake Cascade, and Farragut State Parks for the past 13 years. He is familiar with park needs and operations through his years as a campground host and through his wife’s former employment at IDPR. These experiences have given him great understanding of the parks’ needs to better serve the RV community. **Equipment:** 2011 Itasca Sunova 32ft class A motor home – on file and current (2023).

**James Thomas** was the IDPR Development Bureau Chief for nearly 3 decades before retiring in 2018, giving him extensive knowledge about grant processes. He was also a landscape architect who emphasized in recreational facilities for a private practice and worked for the U.S. Bureau of Reclamation in the Recreation Division. **Equipment:** 2008 Northwood Nash Travel Trailer – on file and current (2023).

**Recommendation:**

IDPR staff recommends appointing **James Thomas** to District III on the Recreational Vehicle Fund Advisory Committee.

### **Waterways Improvement Fund Advisory Committee**

IDPR needs to fill the Waterways Improvement Fund position for District II. To date, IDPR staff have received one (1) application. The candidate meets the minimum criteria and is eligible for appointment.

#### **District II**

**Jerald Berger** is a member of the Rocky Mountain Elk Foundation and the Hells Canyon Boat Club, serving as the treasurer for the last several years. His knowledge comes from owning and operating boats for 50 years for recreational use. **Equipment:** 2002 Honda Rancher, 2001 Hewes Craft Sport Jet Boat, 2019 19ft. Keystone Travel Trailer – on file and current (2023).

#### **Recommendation:**

IDPR staff recommends appointing **Jerald Berger** to District II on the Waterways Improvement Fund Advisory Committee.

### **Off-Road Motor Vehicle Advisory Committee**

IDPR needs to fill the Off-Road Motor Vehicle position for Districts I & II (Non-Motorized Use). To date, IDPR staff have received one (1) application. The candidate meets the minimum criteria and is eligible for the appointment.

#### **District I & II**

##### **Non-Motorized Use**

**Pat Gunter** is the president of the local ATV Club, a board member for the Snowmobile Committee, and a board member for the Sandpoint Winter Riders Snowmobile Club. He believes our program works well and wants to continue the help benefit both non-motorized and motorized trails.

#### **Recommendation:**

IDPR staff recommends appointing **Pat Gunter** to District I & II for the Non-Motorized position on the Off-Road Motor Vehicle Fund Advisory Committee.

### **Recreational Trails Program Advisory Committee**

IDPR needs to fill two (2) Recreational Trails Program for XC Skiing and Recreationists with Disabilities. To date, IDPR staff have received three (3) applications. The candidates meet the minimum criteria and are eligible for appointment.

#### **XC Skiing**

**Margaret Dibble** has been on the board of the Latah Trail Foundation for 10+ years and is currently the board president and an active executive director of the foundation. She is also on the City of Moscow's Pathway Commission and a member of the Palouse Divide Nordic Ski Club, Palouse Land Trust, and the Sierra Club. Margaret's primary concern is the safety of cross-country skiers.

**Tim Steury** is a board member of the Palouse Divide Nordic Ski Club and the Friends of Phillips Farm County Park. He has been an avid cross-country skier for the past 50 years.



## Recreational Trails Program Advisory Committee (continued)

### Recreationists with Disabilities

**Morgan Stage** previously served on the Land and Water Conservation Fund Advisory Committee and currently serves Recreational Trails Program Advisory Committee, applying to serve a second term. Having been confined on a manual wheelchair for over 40 years, he has participated in various outdoor recreational activities. He was an active member and past president of the Alternate Mobility Adventure Seeks program at Boise State University.

### Recommendation:

IDPR staff recommends appointing **Margaret Dibble** to represent XC Skiing and appointing **Morgan Stage** to represent Recreationists with Disabilities. With the new appointments, this committee meets the Board Policy that not more than two individuals service in any one Board District.

### Land and Water Conservation Fund Advisory Committee

IDPR needs to fill nine (9) Land and Water Conservation Fund positions. These positions are statewide. To date, IDPR staff have received six (6) applications and the candidates meet the minimum criteria and are eligible for appointment.

### State or Federal

**Jennifer Stevens** is from Fairfield. She has over 20 years of experience managing recreational programs on federal lands as a US Forest Service employee and has extensive knowledge of the IDPR grant process.

### State or Federal

**Kaye Orme** is from Ammon. She worked for the US Forest Service for 30 years in recreation, trails, special uses, and wilderness programs. Throughout her 30 years, she has worked with IDPR as a recipient of grant funding across multiple programs.

### State or Federal

**Ted Koch** is from Garden Valley. Ted is retired from the U.S. Fish and Wildlife Service. He belongs to the Backcountry Hunters and Anglers, Rocky Mountain Elk Foundation, Nature Conservancy, and Idaho Sporting and Wildlife Partnership. He was also the president of the Board for the Land Trust of the Treasure Valley, is currently president of the Backcountry Hunters and Anglers, and served on term on the Land and Water Conservation Fund Advisory Committee.

### Communities of 5,000 or More

**David Prouty** is from Boise. He has over 40 years of experience as a river guide and served two years on the Recreational Trails Program Advisory Committee. He currently is a member of the Reside Foundation, is in the process of becoming a member of the Southwest Idaho Resource Advisory Committee and retired from being a member for the Idaho Outfitters and Guides Association and Friends of Payette.

## **Land and Water Conservation Fund Advisory Committee (continued)**

### **Communities of 5,000 or Less**

We currently do not have any applications for this demographic. The position will remain vacant until a suitable candidate can be found.

### **Elderly Community**

**Todd Holcomb** is from Cottonwood. He is an active backpacker, facilitates his local hiking club, and the director of the Area Agency on Aging with Community Action Partnership in Lewiston.

### **Disabled Community**

**Sherri Boelter** is from Post Falls. She works for Disability Action Center N.W. and advocates for those with disabilities. She has served one term on the Land and Water Conservation Fund Advisory Committee.

### **Minority Community**

We currently do not have any applications for this demographic. The position will remain vacant until a suitable candidate can be found.

### **Park Board**

Mike Roach is currently serving as the Park Board representative.

### **Recommendation:**

IDPR staff recommends appointing all the eligible applicants to the LWCF committee.

**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: Richard Humiston Address: 2132 N Justin Way  
Phone #: (Home) \_\_\_\_\_ City: Meridian State: ID Zip: 83646  
Phone #: (Work or Cell) 208 761 2257 Email: [Humiston53@msn.com](mailto:Humiston53@msn.com)

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
**(double click on box to check)**

I am an Idaho resident

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

I have been volunteering as a campground host for the past 13 years at Bruneau Dunes, Cascade Lake, and Farragut State Parks. I have been familiarized to the Parks across the state through my wife's former employment with the Department. This has given me experience and knowledge of the day to day workings of parks as well as some of the management issues associated with parks development.

2. (Pertinent) natural resource organizations you belong to: None

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

RV Advisory Committee Region 3

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

I have seen the impacts on campsites with the larger RV's which many people own. Getting a 35 ft fifth wheel into a site designed for a 15 ft trailer causes many problems. I think we need to make sure some resources go to upgrade existing parks along with development of new campgrounds. I also see design issues with irrigation systems that do not work in real world application. I would like to see campgrounds more user friendly.

5. Is your interest in the Committee through:

Membership in a club or organization  Commercial  User  
 Other (describe): Volunteer experience

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

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

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):

8. Please list the year, make & model of the above equipment that makes you eligible for this position?  
2011 Itasca Sunova 32 ft class A motor home

9. What name is the equipment registered under (Please be specific)?  
Tamara Sue Humiston and Richard Dale Humiston

10. Approximately how often do you use your recreational equipment (months or days) per year? \_\_\_ 100 days per year \_\_\_\_\_

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

Yes  
 No

**What internet browser do you use? Edge, Chrome**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or [Alyssa.Alves@idpr.idaho.gov](mailto:Alyssa.Alves@idpr.idaho.gov) at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: James Thomas, MS, PLA Address: 11730 W Highlander Road  
Phone #: (Home) 208 362-3246 City: Boise State: ID Zip: 83709  
Phone #: (Work or Cell) 208 863-9550 Email: landarch@juno.com

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
(double click on box to check)

I am an Idaho resident

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

**Summary of Knowledge and Experience**

**Education**

Bachelor of Landscape Architecture 1983, University of Idaho  
Master's of Science, Natural Resources and Recreation, 1999 University of Idaho

**License**

Licensed Landscape Architect, State of Idaho, #182

**Work Experience**

**Private Practice:** 7 years in private practice landscape architecture design with emphasis in recreational facilities (Ron Adams and Beck & Baird)

**Public Practice:** 4 years working for the U.S. Bureau of Reclamation, Recreation Division, and Nearly 3-decade career at Idaho State Parks and Recreation (retired 2018, Development Bureau Chief)

**Summary Statement of Knowledge and Experience**

Over the course of my career, my responsibilities centered around:

- park master planning,
- estimating project costs,
- designing and preparing construction documents, and
- overseeing construction of over dozens RV campground facilities.

These facilities spanned:

- full service (water, power and sewer hook-up along with restroom/shower buildings, fire rings, picnic tables, dump stations, and trash enclosures) to
- basic RV campgrounds with minimum facilities (vault toilets, fire rings, picnic tables).

I bring knowledge of grant application requirements and experience through:

- preparing RV Grant applications annually for IDPR to submit to the Recreational Vehicle and Waterways Improvement Funds and
- assisting the OHV program as requested with design expertise to their grant applicants.

My extensive working knowledge of the Idaho State Park planning and recreation design is complemented by my knowledge, skills and experience participating in meetings for a variety professional roles, including:

- Experience representing the Idaho State Department of Parks and Recreation on committees, including the Americans with Disabilities Task Force (at the request of Governor Cecil Andrus)
- Executive staff experience Idaho State Parks & Recreation, 10 years
- Member and Chair, Idaho Landscape Architecture Licensure Board, 12 years total, 6 as chair

Perhaps most important quality I would contribute is my unique perspective of RV needs throughout the state, including cities, counties, and other public entities in addition to natural partnerships with IDPR. I am an independent thinker and am willing to ask questions and seek solutions and new approaches.

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

None

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

Advisory Committee, Recreational Vehicle Program – representing District 3

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

In my experience working at IDPR, the Grants Program is extremely organized and well-run, and not in need of major changes. All organizations seek improvement, and I would support efforts to continue to meet the public's needs.

5. Is your interest in the Committee through:

- Membership in a club or organization     
  Commercial     
  User  
 Other (describe): \_\_\_\_\_

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

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

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



James Alan Thomas  
 Laura Faler Thomas

10. Approximately how often do you use your recreational equipment (months or days) per year? \_\_\_\_\_

7 months out of the year.

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

Yes  
 No

**What internet browser do you use?**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or Alyssa.Alves@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: Jerald Berger Address: 3615 15<sup>th</sup> St  
Phone #: (Home) 208-743-7814 City: Lewiston State: ID Zip: 83501  
208-791-4749 Email: Jerryb\_6@outlook-com  
Phone #: (Work or Cell) \_\_\_\_\_

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
**(double click on box to check)**

I am an Idaho resident

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

Have owned and operated boats for fifty years. Recreational use, fishing mostly.

Member Hells Canyon Boat Club, twenty years. Treasurer for last several years.

CENTRAL ORCHARDS SEWER DISTRICT, LEWISTON, IDAHO  
Board member 40 years, Chairman for last several years.

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

Rocky Mountain Elk Foundation

Hells Canyon Boat Club, Inc.

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

Waterways Improvement Fund Advisory Committee, District II

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

I do not know very much about this committee. I volunteered to look into it at a Hells Canyon Boat Club meeting, and here I am.

5. Is your interest in the Committee through:

Membership in a club or organization  Commercial  User

Other (describe): \_\_\_\_\_

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

Motor Boat  Snowmobile  Motorbike

Recreational Vehicle  Off-Road Motor Vehicle  N/A



7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):

2023

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

2002 Honda Rancher, 2001 Hewes Craft Sport Jet boat and 2019 19 ft. Keystone Travel Trailer

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

Jerald W, or Lavonne Berger

10. Approximately how often do you use your recreational equipment (months or days) per year? 60 days

\_\_\_\_\_

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

Yes  
 No

**What internet browser do you use? Microsoft Edge**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or Alyssa.Alves@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: Pat Gunter Address: 334 Monarch Rd  
Phone #: (Home) \_\_\_\_\_ City: Sagle State: ID Zip: 83860  
Phone #: (Work or Cell) 208-610-8552 Email: Sandicrest190@hotmail.com

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
(double click on box to check)

I am an Idaho resident

1. What knowledge or experience do you have that would contribute to the Committee?  
Over 50 years of hiking and working on trails that are both motorized and non-motorized trails.
  
2. (Pertinent) natural resource organizations you belong to:  
President of the ATV club-board member for snowmobile committee and also sandpoint winter riders snowmobile club.
  
3. Please list the title of the open position which you are applying for as listed in the request for recruitment. (Example: Snowmobiling, District II, Elderly, etc.)  
Non-Motorized ORMV
  
4. What, in your opinion, is the program lacking or what improvements can be made?  
I am not looking to change the program-I believe the program works and want to continue to help benefit both non-motorized and motorized trails for repair and tread work.
  
5. Is your interest in the Committee through:  
 Membership in a club or organization       Commercial       User  
 Other (describe): \_\_\_\_\_
  
6. Which recreational equipment do you own that is currently registered in Idaho?  
 Motorboat       Snowmobile       Motorbike  
 Recreational Vehicle       Off-Road Motor Vehicle       N/A

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):  
You can look up all my registrations. Do not want to take pics of all my registrations-Kathy would be very annoyed.
8. Please list the year, make & model of the above equipment that makes you eligible for this position?  
Arctic Fox Camper-2022 Husqvarna fc-450-2019 KTM 450XC-F-2018 KTM 350XC-f-2017 Can Am outlander 650-2020 Can AM maverick trail 1000
9. What name is the equipment registered under (Please be specific)?  
Patrick and Monica Gunter
10. Approximately how often do you use your recreational equipment (months or days) per year?  
250\_\_\_\_\_
11. Committee members will be required to review, make notes and score all applications within an on-line system in electronic format. Please indicate if you have a computer with reliable access to the internet and email.

- Yes  
 No

**What internet browser do you use?**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

- Yes  
 No

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

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

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

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: Margaret Dibble Address: 1131 Jacksha Road  
Phone #: (Home) (208) 882-4749 Moscow ID Zip: 83843  
Phone #: (Work or Cell) (707) 479-1139 Email: m-dibble@hotmail.com

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
(double click on box to check)

I am an Idaho resident

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

I have been on the board of the Latah Trail Foundation (LTF) for 10+ years and am currently board president and acting executive director of LTF. In addition, I am also on the City of Moscow's Pathway Commission. I first XC skied as a child in Finland and resumed XC skiing when I moved to Idaho in 1979. I am member of the Palouse Divide Nordic Ski Club and know many XC skiers. I also bicycle and hike; many biking and hiking trails can be XC ski trails in winter.

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

Sierra Club, Idaho Chapter  
Palouse Divide Nordic Ski Club  
Palouse Land Trust  
Latah Trail Foundation

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

Recreational Trails District I, Cross county (XC) skiing

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

The most important improvement needed is more designated, groomed XC trails. Although one can theoretically ski anywhere there is snow many people, especially beginners feel (and are) much safer on well - marked and groomed trails. Warming huts also contribute to the safety and comfort of XC skiers. I am very pleased with University of Idaho opening XC trails in its experimental forest and hope to see those trails expanded.

5. Is your interest in the Committee through:

Membership in a club or organization  Commercial  User

Other (describe): I was told about this opening on the by a member of the Committee by one of its members.

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

Motor Boat  
 Recreational Vehicle

Snowmobile  
 Off-Road Motor Vehicle

Motorbike  
 N/A

I do not own any of the above equipment.

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):

N/A

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

N/A

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

N/A

10. Approximately how often do you use your recreational equipment (months or days) per year? \_\_\_\_\_

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

Yes, I have reliable access to the internet and email

**What internet browser do you use?**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

Yes, I am able to use Zoom and join in virtual meetings.

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or Alyssa.Alves@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: Tim Steury Address: 1021 McBride Rd.  
Phone #: (Home) 208-301-1421 City: Potlatch State: ID Zip: 83855  
Phone #: (Work or Cell) \_\_\_\_\_ Email: timsteury@gmail.com

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
**(double click on box to check)**

I am an Idaho resident

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

I have lived in Idaho for nearly 50 years and have cross-country skied its trails since I arrived. My wife and I are also avid hikers and amateur naturalists.

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

Palouse Divide Nordic Ski Club (board member)  
Friends of Phillips Farm County Park (board member)

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

Cross Country Ski Representative for the Recreational Trails Program

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

I'm really not familiar enough with the program to offer an accurate critique.

5. Is your interest in the Committee through:

Membership in a club or organization  Commercial  User  
 Other (describe): \_\_\_\_\_

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

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

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):
8. Please list the year, make & model of the above equipment that makes you eligible for this position?
9. What name is the equipment registered under (Please be specific)?
10. Approximately how often do you use your recreational equipment (months or days) per year? \_\_\_\_\_
11. Committee members will be required to review, make notes and score all applications within an on-line system in electronic format. Please indicate if you have a computer with reliable access to the internet and email.

- Yes  
 No

**What internet browser do you use?**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

- Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or [Alyssa.Alves@idpr.idaho.gov](mailto:Alyssa.Alves@idpr.idaho.gov) at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

# Idaho Department of Parks and Recreation Advisory Committee Application Form



Name: Morgan Stage Address: 562 Pavel Ct.  
Phone #: (Home) N/A City: Moscow State: ID Zip: 83843  
Phone #: (Work or Cell) (208)870-2957 Email: Morgan.stage@gmail.com

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
**(double click on box to check)**

I am an Idaho resident

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

I have been a quadriplegic since 1982, confined to a manual wheelchair. I participate in a variety of outdoor recreational activities: seek out and use improved walking trails; camp at developed and un-developed sites throughout the state; extensive back-road traveling throughout the state; ATV owner and rider since 1984; also enjoy walking trails, canoeing, rafting, tennis and handcycling. I was an active member and past president of the Alternate Mobility Adventure Seekers (AMAS) program at BSU. The program has since transitioned into the Boise City Parks AdVenture program. In 2019 I assisted the Palouse Land Trust in successfully obtaining an RTP grant for the Idler's Rest preserve.

I have previous experience on both the RTP and LWCF committees.

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

The Nature Conservancy  
University of Idaho College of Natural Resources Alumni (BS & MS)  
National Resources Defense Council  
National Park Foundation  
Idaho Native Plant Society

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

RTP – Disabled Interests, Statewide representative

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

In General:

Public lands trail maintenance budgets have severely diminished over time impacting trail development and maintenance. Anything that facilitates dispersing people away from the roads, campgrounds and trailheads will improve the recreational experience for all users. Trail etiquette education through signage, maps and communication with peers will enhance the shared experience of all users.

Non-motorized trails:

Using a manual wheelchair or hand-cycle, I have traveled many of the Rails-to-Trails and other improved trails in Idaho. They are a valuable asset to Idaho's outdoor recreation economy. I am a fan of nature trails that combine



vegetative and ecological education with the outdoor experience. The explosion of bikes on traditional hiking trails has heightened the importance of well maintain trails.

Prior to my injury I backpacked and horse packed many areas throughout the state. What I saw, even back then, was that trails were not being adequately maintained or developed.

Motorized trails:

Development and maintenance of designated motorized trails with signage and maps. As a motorized trail user, I fear losing the riding privilege because of environmental degradation caused by riders who disregard trail etiquette.

5. Is your interest in the Committee through:

- Membership in a club or organization       Commercial       User  
 Other (describe): \_\_\_\_\_

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

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

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):

ATV Plate# GRW533, Sticker# M23-103372

ATV Plate# GRW532, Sticker# M23-103371

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

2005 Honda Rancher TRX400

2004 Honda Recon TRX250

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

Morgan Stage

10. Approximately how often do you use your recreational equipment (months or days) per year? \_\_\_\_\_

ATV – 10 days / year

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

- Yes  
 No

**What internet browser do you use?**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

- Yes  
 No

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

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

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

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: Jennifer Stevens Address: PO Box 427/ 210 North Davies Lane  
Phone #: (Home) 208-731-2914 City: Fairfield State: ID Zip: 83327  
Phone #: (Work or Cell) 208-731-2914 Email: jennifer.stevens@usda.gov

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
 Land & Water Conservation Fund (**double click on box to check**)

I am an Idaho resident

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

I am have over 20 years of experience in managing and running recreational programs on federal lands. I monitor land use trends within the state of Idaho to help better our recreational facilities/opportunities to meet users needs. I would like to take my knowledge, and this opportunity, to help the local communities of Idaho. I am familiar with federal and state land management rules and I have extensive knowledge of the IDPR grant process. I

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

Currently work for the US Forest Service in recreation management.

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

LWCF--Federal or State agency representative

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

I would like to see a focus on helping small communities of Idaho. They are often "out shone" on grant applications due to their lack of knowledge of the application process or absence of professional personnel to help them with the application. They are often left behind in gaining LWCF funding due to large communities have better and more robust grant applications that make their projects more appealing.

5. Is your interest in the Committee through:

Membership in a club or organization  Commercial  User  
 Other (describe): Federal agency

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

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

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):  
See attached picture of RV registration. ENE003  
I also have a trail OHV (50' or less) and an off highway motorcycle.
8. Please list the year, make & model of the above equipment that makes you eligible for this position?  
2021 Forest River Stealth Toyhauler RV  
2022 Polaris RZR Trail  
2022 BETA 300 X-trainer motorcycle
9. What name is the equipment registered under (Please be specific)?  
Jennifer Stevens
10. Approximately how often do you use your recreational equipment (months or days) per year?  
RV-60 days, OHV-50 days, Motorcycle-75 days
11. Committee members will be required to review, make notes and score all applications within an on-line system in electronic format. Please indicate if you have a computer with reliable access to the internet and email.  
 YES
- I use Google Chrome or Microsoft Edge as my Internet browsers depending on the application needs
12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?  
 X-Yes

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or Alyssa.Alves@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

Idaho Department of Parks and Recreation Advisory  
Committee Application Form



Name: Kaye Orme Address: 2983 Courtyard Circle  
Phone #: (Home) \_\_\_\_\_ City: Ammon State: ID Zip: 83406  
Phone #: (Work or Cell) 406-381-4230 Email: theycallmek@live.com

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
 Land & Water Conservation Fund (**double click on box to check**)

I am an Idaho resident

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

I worked for the US Forest Service for 30 years in recreation, trails, special uses, lands, and wilderness programs. Twenty of my 30 years of federal service was in Idaho on the Caribou-Targhee NF at both the district and forest supervisor's office level. My areas of expertise include campground and trail (motorized and non-motorized) management, interpretive services, land conservation, winter recreation (motorized and non-motorized) management as well as working with the public. I understand the LWCF Act and support the efforts associated with this funding. I have worked with IDPR as a recipient of grant funding across multiple programs and appreciate the opportunity provided to enhance recreation experiences to the public. I am familiar with the federal processes such as NEPA, and funding acts.

I have reviewed the LWCF Training on the IDPR Web page and am familiar with the Idaho SCORP.

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

Society of Outdoor Recreation Professionals.

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

Land and Water Conservation Fund Advisory Committee

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

Work with partners on the understanding of the program, the timing of funding between NPS/IDPR and communications, which will enable partners to produce effective grant requests.

5. Is your interest in the Committee through:

Membership in a club or organization  Commercial  User  
 Other (describe): Interested in outdoor recreation in Idaho and land stewardship.

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

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

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):

505427909

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

2019 Polaris ATV

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

Kaye Orme

10. Approximately how often do you use your recreational equipment (months or days) per year?  6

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

Yes  
 No

**What internet browser do you use?**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or [Alyssa.Alves@idpr.idaho.gov](mailto:Alyssa.Alves@idpr.idaho.gov) at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: Ted Koch Address: PO Box 343  
Phone #: (Home) \_\_\_\_\_ City: Garden Valley State: ID Zip: 83622  
Phone #: (Work or Cell) 208-912-5233 Email: Ted\_Koch@yahoo.com

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
 Land & Water Conservation Fund (**double click on box to check**)

I am an Idaho resident

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

I've worked in natural resource conservation and community support all my life. I was a wildlife biologist in my career. I was President of the Board for the Land Trust of the Treasure Valley, and am currently for Backcountry Hunters and Anglers.

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

Backcountry Hunters and Anglers, Idaho Chapter, Rocky Mountain Elk Foundation, Nature Conservancy, Idaho Sporting and Wildlife Partnership.

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

Land & Water Conservation Fund Board.

- Community less than 5,000
- Soon will be 60 years old, elderly

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

I think this is a well-run program and simply needs wise guidance from experienced folks on the Board, as we've had recently.

5. Is your interest in the Committee through:

- Membership in a club or organization       Commercial       User  
 Other (describe): \_\_\_\_\_

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

- Motor Boat       Snowmobile       Motorbike

Recreational Vehicle

Off-Road Motor Vehicle

N/A

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible): NA
8. Please list the year, make & model of the above equipment that makes you eligible for this position?
9. What name is the equipment registered under (Please be specific)?
10. Approximately how often do you use your recreational equipment (months or days) per year? \_\_\_\_\_
11. Committee members will be required to review, make notes and score all applications within an on-line system in electronic format. Please indicate if you have a computer with reliable access to the internet and email.
- Yes  
 No

**What internet browser do you use?**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?
- Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or [Alyssa.Alves@idpr.idaho.gov](mailto:Alyssa.Alves@idpr.idaho.gov) at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013



**Idaho Department of Parks and Recreation Advisory  
Committee Application Form**



Name: David Prouty Address: 3013 N Mountain View Drive  
Phone #: (Home) (208) 720-0833 City: Boise State: ID Zip: 83704  
Phone #: (Work or Cell) (208) 720-0833 Email: dave.prouty@gmail.com

- I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
 Land & Water Conservation Fund (**double click on box to check**)
- I am an Idaho resident

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

40+ years as a river guide – Middle Fork of the Salmon, Selway, Alaska, Kamchatka, ..  
R&D Directory for Hewlett Packard – extensive planning and execution management experience, including acquisition of other companies US and international  
2 years ID Parks and Rec RTP

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

Redside Foundation  
IOGA – now retired  
Friends of the Payette, now Idaho Rivers United – now retired  
SW IDAHO FS RAC – in process (via Brian Harris)

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

*Either – we have homes in Boise and Ketchum*

*One (1) member shall represent a community of five thousand (5,000) population or more.*

*One (1) member shall represent a community of five thousand (5,000) population or less.*

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

Continue to accelerate planning for the capacity of recreational resources near rapidly growing urban areas

5. Is your interest in the Committee through:

- Membership in a club or organization  Commercial  User  
 Other (describe): Kathy Muir

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

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

None – raft's, kayaks, bicycles, skis, and snow shoes are not registered with the state

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):
8. Please list the year, make & model of the above equipment that makes you eligible for this position?
9. What name is the equipment registered under (Please be specific)?
10. Approximately how often do you use your recreational equipment (months or days) per year? 45 days
11. Committee members will be required to review, make notes and score all applications within an on-line system in electronic format. Please indicate if you have a computer with reliable access to the internet and email.
- Yes  
 No

**What internet browser do you use? Primarily Chrome, occasionally Firefox, and I can make Edge work**

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?
- Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or Alyssa.Alves@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

# Idaho Department of Parks and Recreation Advisory Committee Application Form



Name: Todd Holcomb Address: 413 North St  
Phone #: (Home) 208-704-9739 City: Cottonwood State: ID Zip: 83522  
Phone #: (Work or Cell) \_\_\_\_\_ Email: todd@clearwatertrekking.com

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
 Land & Water Conservation Fund (**double click on box to check**)

I am an Idaho resident

1. What knowledge or experience do you have that would contribute to the Committee?  
I am an active backpacker in the Nez Perce-Clearwater National Forest area, facilitating a local hiking club that enjoys exploring the trails. As a club leader, I can bring a community mindset to the committee. I am also the Director of the Area Agency on Aging with Community Action Partnership in Lewiston. I believe this cross-section of involvement may be useful.

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

The Clearwater Trekkers

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

Elderly

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

I don't have opinions yet, but am willing to listen and learn.

5. Is your interest in the Committee through:

Membership in a club or organization  Commercial  User  
 Other (describe): \_\_\_\_\_

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

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

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):
8. Please list the year, make & model of the above equipment that makes you eligible for this position?
9. What name is the equipment registered under (Please be specific)?
10. Approximately how often do you use your recreational equipment (months or days) per year? \_\_\_\_\_
11. Committee members will be required to review, make notes and score all applications within an on-line system in electronic format. Please indicate if you have a computer with reliable access to the internet and email.

- Yes  
 No

**What internet browser do you use?** Chrome and Safari

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

- Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or Alyssa.Alves@idpr.idaho.gov at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

Idaho Department of Parks and Recreation Advisory  
Committee Application Form



Name: Sherri Boelter. 3726 E. Mullan Ave.  
Phone #: (Home) \_\_\_\_\_ Post Falls State: ID Zip: 83854  
Phone #: (Work or Cell) 208-457-3891 Email: \_\_\_\_\_

I am applying for the following committee:  Recreational Vehicle;  Off-Road Motor Vehicle;  
 Recreational Trails;  Waterways Improvement Fund;  
 Land & Water Conservation Fund (double click on box to check)

I am an Idaho resident

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

I work and advocate for people with disabilities.

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

N/A

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

Member representing people with disabilities.

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

None at this time. Seems to be working fine.

5. Is your interest in the Committee through:

Membership in a club or organization  Commercial  User  
 Other (describe): The non-profit I work for, Disability Action Center N.W.

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

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

7. For verification purposes, please provide the **current year** registration or sticker number for the above equipment that is provided by Idaho Parks & Recreation or the Department of Motor Vehicles, if it is an RV (snap a picture with your phone and send if possible):

N/A

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

N/A

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

N/A

10. Approximately how often do you use your recreational equipment (months or days) per year? \_\_\_\_\_

N/A

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

Yes  
 No

**What internet browser do you use?** *Google*

12. Committee members may be required to participate in ZOOM-type meetings. Do you have a system with a webcam and microphone that will allow you to join a virtual meeting?

Yes  
 No

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

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

If you need reasonable accommodations to participate in a meeting or event due to a disability as defined under the ADA, please contact Alyssa Alves at 208-514-2408 or [Alyssa.Alves@idpr.idaho.gov](mailto:Alyssa.Alves@idpr.idaho.gov) at least seven (7) business days prior to the scheduled meeting to request an accommodation.

This agency's programs and activities are operated free from discrimination on the basis of race, color, religion, national origin, gender, age or disability. Anyone who believes they have been discriminated against or who may need further information regarding discrimination should write: Director, Idaho Department of Parks and Recreation, P.O. Box 83720, Boise, ID 83720-0065, or National Parks Service, Equal Opportunity Officer (010), P.O. Box 37127, Washington DC 20013

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

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM:** IDPR Statewide Leasing Program

**ACTION REQUIRED:** Informational, no action required.

**PRESENTER:** Heidi Burks, Contracts Officer; Nathan Blackburn, Heyburn State Park Manager

**PRESENTATION**

**BACKGROUND INFORMATION:**

IDPR hired a Contracts Officer to manage the statewide leasing program, which includes all land related uses including crossings, encroachments, moorage, leases, temporary permits, submerged lands, etc.

A need for a lease and land management database was identified by park management and the Contracts Officer was tasked to identify a product that fulfills the needs of document management, work order tracking, insurance verification, payments, lease/encroachment violation tracking, and contact management. Over the last six months, Staff has set up and viewed several demonstrations with potential companies. To date a satisfactory company that meets our needs has not been identified. The most recent demonstration was with Landfolio, which initially appeared ideal. Idaho Department of Lands has an existing contract with this company and have been utilizing their services for several years. Staff has recently been informed that IDL is in process of dropping their contract and going with an in-house database creation.

IDPR Staff have started the process of investigating an in-house database build. After being declined by Information Technology Services (ITS) for an approved SQL build, staff has begun researching an IDPR-built Microsoft Access database. Microsoft Access is not supported by ITS, adding risk of personnel changes risking database usability. Finding the right solution for IDPR's leasing and land management programs is a top priority.

Staff has begun developing processes and procedures relating to the statewide leasing program following Encroachment Management Policy 6090 and IDAPA 26.01.10.

The following are procedural changes shifting responsibility from park staff to the contract manager:

- Heyburn lessees submit all requests with required documentation for construction permits, hazardous tree removal permits, maintenance requests, complaints, and

other non-emergency items. Staff examines documentation to ensure compliance with the terms and conditions of the lease. If request is approved staff submits a work order to the park manager for site inspections or other follow-up, monitoring for completion. If declined staff will communicate with lessees.

- A group email box has been created to assist in keeping track of requests from lessees, cure dates for violations, follow-up for permitting, complaint tracking, and digital communication retention. The contracts officer and park manager have access to the box.
- Staff is in process of creating notice of violation letters for no insurance, nonpayment, and other common violations.
- All insurance information is being forwarded to contracts officer for review and tracking and physical copies are being returned to Heyburn State Park for document retention.
- Contracts officer is examining all lease packets for marine leases at Heyburn State Park for compliance, forwarding signed leases to lessees, and returning for paper document retention to Heyburn State Park.

**STAFF RECOMMENDATIONS:**

Informational only, no board action required.



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

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM: Fee Team Recommendations**

**ACTION REQUIRED: Approve/Modify/Deny**

**PRESENTER: Seth Hobbs, Reservation & Registration Program Manager**

**PRESENTATION**

**BACKGROUND INFORMATION:**

On March 21-22, 2023, IDPR staff held a fee team meeting to review current usage and fees associated with IDAPA 26.01.20, Rules Governing the Administration of Park and Recreation Areas and Facilities and IDPR Policy #4015, Fee Table. Staff members present at the meeting were David White, Steve Kuskie, Jodi Johnson, Tara McClure-Cannon, Travis Taylor, Marlene Bannon, Rebecca Honsinger, and Seth Hobbs.

This fee team looked at current fees, occupancy/usage, surrounding state park fees, and comparative local market fees to establish a recommendation for the Board.

**STAFF RECOMMENDATIONS:**

Staff recommends the Board accepts the new fees in IDPR Policy #4015 as drafted.

### Entrance and Surcharge Fees

IDAPA Approved Maximum Fee	Board-approved Fee	Board Policy Fee Table
<del>\$80.00</del> <u>120.00</u>	\$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)
<del>\$ 7.00</del> <u>20.00</u> /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
<del>\$50.00</del> <u>100.00</u> /day/vehicle	<del>\$25.00</del> <u>50.00</u>	Commercial Motor Coach Entrance Fee
<del>\$25.00</del> <u>35.00</u> /day	\$20.00/day	Fee Collection Surcharge
<u>20.00/person/day</u>	<u>Varies</u>	<u>Admission fees are set by the park or program manager and will generally not fall below the cost of providing services.</u>
<u>100.00/person/month</u>	<u>Varies</u>	<u>Admission fees are set by the park or program manager and will generally not fall below the cost of providing services.</u>
<u>500.00/person/season</u>	<u>Varies</u>	<u>Admission fees are set by the park or program manager and will generally not fall below the cost of providing services.</u>
<u>\$20.00/person</u>	<i>Family: NA Individual: \$3.00 Student: NA</i>	<i>Admission Fee for Educational Opportunity: Castle Rocks State Park</i>
<u>\$20.00/person</u>	<i>Family: \$5.00 Individual: \$2.00 Student: \$1.00</i>	<i>Admission Fee for Educational Opportunity: Land of Yankee Fork</i>
<u>\$20.00/person</u>	<i>Family: \$10.00 Individual: \$5.00 Student: \$1.00</i>	<i>Admission Fee for Educational Opportunity: Old Mission</i>
<u>\$20.00/person</u>	<i>Family: \$20.00 Individual: \$5.00 Student: \$3.00</i>	<i>Admission Fee for Educational Opportunity: Bruneau Dunes</i>

## 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>
			<b>Tier A</b>
<del>\$34.00</del> <u>72.00</u> /night	\$24.00/night	\$48.00/night	Basic
<del>\$34.00</del> <u>72.00</u> /night	\$24.00/night	\$48.00/night	Equestrian Basic
<del>\$42.00</del> <u>90.00</u> /night	<del>\$30.00</del> <u>32.00</u> /night	<del>\$60.00</del> <u>64.00</u> /night	Electric
<del>\$46.00</del> <u>96.00</u> /night	<del>\$32.00</del> <u>40.00</u> /night	<del>\$64.00</del> <u>80.00</u> /night	Full Hook-Up
<del>\$84.00</del> <u>192.00</u> /night	\$48.00/night	\$96.00/night	Companion Basic
<del>\$84.00</del> <u>192.00</u> /night	<del>\$60.00</del> <u>64.00</u> /night	<del>\$120.00</del> <u>128.00</u> /night	Companion Electric
<del>\$84.00</del> <u>192.00</u> /night	<del>\$64.00</del> <u>80.00</u> /night	<del>\$128.00</del> <u>160.00</u> /night	Companion Full Hook-Up
<del>\$12.00</del> <u>36.00</u> /night	\$12.00/night	\$24.00/night	Hike/Bike In
			<b>Tier B</b>
<del>\$34.00</del> <u>72.00</u> /night	\$23.00/night	\$26.00/night	Basic
<del>\$42.00</del> <u>90.00</u> /night	<del>\$28.00</del> <u>30.00</u> /night	<del>\$31.00</del> <u>33.00</u> /night	Electric
<del>\$46.00</del> <u>96.00</u> /night	<del>\$29.00</del> <u>35.00</u> /night	<del>\$32.00</del> <u>38.00</u> /night	Full Hook-Up
<del>\$84.00</del> <u>192.00</u> /night	\$46.00/night	\$49.00/night	Companion Basic
<del>\$84.00</del> <u>192.00</u> /night	<del>\$56.00</del> <u>60.00</u> /night	<del>\$59.00</del> <u>66.00</u> /night	Companion Electric
<del>\$12.00</del> <u>36.00</u> /night	\$12.00/night	\$12.00/night	Hike/Bike In
			<b>Tier C</b>
<del>\$34.00</del> <u>72.00</u> /night	\$14.00/night	\$17.00/night	Basic
<del>\$34.00</del> <u>72.00</u> /night	\$14.00/night	\$17.00/night	Equestrian Basic
<del>\$42.00</del> <u>90.00</u> /night	\$26.00/night	\$29.00/night	Electric
<del>\$46.00</del> <u>96.00</u> /night	\$28.00/night	\$31.00/night	Full Hook-Up
<del>\$84.00</del> <u>192.00</u> /night	\$52.00/night	\$55.00/night	Companion Electric
<del>\$12.00</del> <u>36.00</u> /night	\$12.00/night	\$12.00/night	Hike/Bike In
	<b>In State Fees</b>	<b>Out of State Fees</b>	<b><i>Camper Cabins and Yurts</i></b>
\$500.00/night	<del>\$60.00</del> <u>80.00</u> /night	<del>\$65.00</del> <u>90.00</u> /night	Camper Cabin
\$500.00/night	<del>\$65.00</del> <u>85.00</u> /night	<del>\$70.00</del> <u>95.00</u> /night	Camper Cabin (2 room cabin)
\$500.00/night	<del>\$70.00</del> <u>90.00</u> /night	<del>\$75.00</del> <u>100.00</u> /night	Camper Cabin, Moose: Priest Lake State Park
\$500.00/night	<del>\$60.00</del> <u>80.00</u> /night	<del>\$65.00</del> <u>90.00</u> /night	Yurt Standard
\$500.00/night	<del>\$75.00</del> <u>90.00</u> /night	<del>\$80.00</del> <u>95.00</u> /night	Yurt Premium
\$500.00/night	<del>\$85.00</del> <u>90.00</u> /night	<del>\$90.00</del> <u>95.00</u> /night	Yurt Deluxe
\$500.00/night	<del>\$150.00</del> <u>175.00</u> /night	<del>\$155.00</del> <u>185.00</u> /night	Willow Yurt: Castle Rocks
\$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>
<b>Park Specific Fees</b>			
	In State Fees	Out of State Fees	<i>Deluxe Cabins and Houses</i>
\$500.00/night	<del>\$160.00</del> <u>300.00</u> /night	<del>\$175.00</del> <u>330.00</u> /night	Cabin Deluxe Ponderosa State Park: <u>All</u> Sleeps 4: May 1st – September 30th (plus: all weekends & holidays)
<del>\$500.00/night</del>	<del>\$110.00/night</del>	<del>\$125.00/night</del>	<del>Cabin Deluxe Ponderosa State Park Sleeps 4: October 1st – April 30th (except weekends &amp; holidays)</del>
<del>\$500.00/night</del>	<del>\$181.00/night</del>	<del>\$200.00/night</del>	<del>Cabin Deluxe Ponderosa State Park Sleeps 6: May 1st – September 30th (plus: all weekends &amp; holidays)</del>
<del>\$500.00/night</del>	<del>\$131.00/night</del>	<del>\$150.00/night</del>	<del>Cabin Deluxe Ponderosa State Park Sleeps 6: October 1st – April 30th (except weekends &amp; holidays)</del>
\$500.00/night	<del>\$195.00</del> <u>215.00</u> /night	<del>\$215.00</del> <u>235.00</u> /night	Cabin Deluxe Castle Rocks State Park
\$500.00/night	<del>\$150.00</del> <u>200.00</u> /night	<del>\$165.00</del> <u>215.00</u> /night	Lakeview Cottage: Heyburn State Park
\$500.00/night	\$150.00/night	\$165.00/night	Rocky Point Cottage: Heyburn State Park
\$500.00/night	<del>\$200.00</del> <u>300.00</u> /night	<del>\$220.00</del> <u>330.00</u> /night	Rock House: Ritter Island
\$500.00/night	<del>\$100.00</del> <u>200.00</u> /night	<del>\$110.00</del> <u>220.00</u> /night	Yellow House: Ritter Island
\$500.00/night	<del>\$100.00</del> <u>200.00</u> /night	<del>\$110.00</del> <u>220.00</u> /night	Pink 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	<del>\$120.00</del> <u>140.00</u> /night	<del>\$132.00</del> <u>160.00</u> /night	Bunkhouse: Castle Rocks State Park
\$500.00/night	\$300.00/night	\$330.00/night	Schafer Cabin: Priest Lake State Park

### Group Campsite, Lodging, and Facility Fees

IDAPA Approved Maximum Fee	Board-approved Fee		Board Policy Fee Table
NA	<b>In State Fees</b>	<b>Out of State Fees</b>	<b>Group Lodging</b>
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
NA	\$500.00/night	\$550.00/night	Lodge: Heyburn State Park
	<b>In State Fees</b>	<b>Out of State Fees</b>	<b>Group Camps and Areas</b>
NA	\$280.00/night	\$310.00/night	Site 100: Bear Lake State Park
NA	\$175.00/night	\$195.00/night	Site 300: Bear Lake State Park
NA	\$100.00/night	\$100.00/night	Juniper Group Camp: City of Rocks National Reserve
NA	\$100.00/night	\$100.00/night	Twin Sisters Group Camp: City of Rocks National Reserve
NA	\$100.00/night	\$100.00/night	Bread Loaves Group Camp: City of Rocks National Reserve
NA	\$65.00/night	\$70.00/night	Aspen Loop: Dworshak State Park
NA	\$65.00/night	\$70.00/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	\$300.00/night	\$350.00/night	Lionhead Group Camp: Priest Lake
NA	\$100.00/night	\$125.00/night	Snowbank Group Camp: Lake Cascade State Park
NA	\$55.00/night	\$65.00/night	Boy Scout Group Camp: Lake Walcott State Park
			<b>Group Facility Fees</b>
\$12.00/night	\$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
<b>Boating Facility Fees</b>		
\$ <del>7.00</del> <u>20.00</u> /day/vehicle	Resident: \$ 7.00/day Non-resident: \$14.00/day	Vessel Launching (per vessel per day). Non-resident fee only in effect at Bear Lake, Hells Gate, Farragut, Priest Lake, and Round Lake.
\$ <del>9.00</del> <u>30.00</u> /night	\$9.00/night	Overnight Moorage for persons registered to camp
\$ <del>10.00</del> <u>40.00</u> /night	\$10.00/night	Overnight Moorage at dock, for persons camping on vessel
\$ <del>9.00</del> <u>30.00</u> /night	\$9.00/night	Overnight Moorage at buoy, for persons camping on vessel
<b>Premium Nordic Ski Grooming Program Fee</b>		
<del>\$6.00/person</del>	<del>\$5.00/person</del>	<del>Winter Access Daily Per Person Pass (per person per day)</del>
<del>\$100.00/family</del>	<del>\$75.00/family/season</del>	<del>Winter Access Daily Family Pass (per family per season)</del>
<del>\$50.00/person/season</del>	<del>\$35.00/individual/season</del>	<del>Winter Access Individual Season Pass (per person per season)</del>
<del>\$75.00/couple/season</del>	<del>\$50.00/couple/season</del>	<del>Winter Access Couples Season Pass (per couple per season)</del>
<b>67-7115 Approved Maximum Fee</b>	<b>Board-approved Fee</b>	<b>Park N' Ski Parking Permit</b>
\$30.00	\$25.00	Annual
\$10.00	\$7.50	Temporary (valid 3 consecutive days)
	<b>Board-approved Fee</b>	<b>Filming Permit per Policy #6025 Filming within Idaho State Parks</b>
NA	\$100.00	Filming Permit Fee

Sources: IDAPA 26.01.20.256 and [Idaho Statute 67-7115](#) ~~IDAPA 26.01.20.259~~

### Reservation Program Fees

IDAPA Approved Maximum Fee	Board-approved Fee	Board Policy Fee Table
		<b><i>Individual Campsite or Facility</i></b>
\$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
<b>IDAPA Approved Maximum Fee</b>	<b>Board-approved Fee</b>	<b><i>Group Facility/Special Use Campsites Fees</i></b>
First night's or daily usage fee	\$50.00/facility	Cancellation Fee, Special Use Campsite or Facility more than 21 days in advance
First night's or daily usage fee <u>plus</u> <u>\$50.00</u>	First night's or daily usage fee plus \$50.00	Lionhead Group Camp: Cancellation and modification fee regardless of days in advance.
<u>First night's or daily usage fee</u>	<u>First night's or daily usage fee</u>	<u>Modification Fee, Special Use Campsite or Facility</u>
<del>\$25.00</del> <u>50.00</u>	\$25.00	Reservation Service Charge (non-transferable, non-refundable)

Sources: IDAPA 26.01.20.254 and IDAPA 26.01.20.276

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

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM:** IDAPA 26.01.10 Revisions  
**ACTION REQUIRED:** Approve Revisions to IDAPA 26.01.10  
**PRESENTER:** Seth Hobbs, Rules Review Officer

**PRESENTATION**

**BACKGROUND INFORMATION:**

IDAPA 26.01.10, Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation is due for a procedural update. The proposed update makes minor changes, however, the major change is with the agency hiring a contracts officer. Currently, the IDPR development bureau is the responsible party for administration of temporary permits. As proposed, that will change to the Contracts Officer. The redlined version of IDAPA 26.01.10 is attached for the Board's review.

**STAFF RECOMMENDATIONS:**

Staff recommends the Board approve the revisions to IDAPA 26.01.10 as drafted.



# **IDAPA 26.01.10 REVISION**

## IDAPA 26 – DEPARTMENT OF PARKS AND RECREATION

### Operations Division

#### 26.01.10 – Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation

##### **Who does this rule apply to?**

*These rules apply to any persons seeking to gain temporary permits from the Idaho Department of Parks and Recreation.*

##### **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 temporary permits on lands owned by the Idaho Department of Parks and Recreation.*

##### **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](mailto:inquiry@idpr.idaho.gov)

<https://parksandrecreation.idaho.gov>

# Table of Contents

---

## 26.01.10 – Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation

00. Legal Authority.....	3
01. Title And Scope.....	3
02. -- 009. (Reserved).....	3
10. Definitions.....	3
11. -- 049. (Reserved).....	3
50. Policy.....	3
51. -- 099. (Reserved).....	4
100. Processing Fees.....	4
101. -- 149. (Reserved).....	4
150. Compensation.....	4
151. -- 199. (Reserved).....	4
200. Standard Conditions.....	4
201. -- 249. (Reserved).....	5
250. Special Conditions.....	5
251. -- 299. (Reserved).....	5
300. Application Procedure.....	5
301. -- 349. (Reserved).....	6
350. Modification Of Existing Temporary Permit.....	6
351. -- 399. (Reserved).....	6
400. Assignment.....	6
401. -- 449. (Reserved).....	6
450. Renewal.....	6
451. -- 499. (Reserved).....	6
500. Abandonment.....	6
501. -- 549. (Reserved).....	6
550. Relinquishment.....	6
551. -- 599. (Reserved).....	7
600. Expiration.....	7
601. -- 649. (Reserved).....	7
650. Cancellation.....	7
651. -- 699. (Reserved).....	7
700. Enforcement.....	7
701. -- 749. (Reserved).....	7
750. Administration.....	7
751. -- 799. (Reserved).....	7
800. Processing.....	7
801. -- 999. (Reserved).....	7

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

**00. LEGAL AUTHORITY.**

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

(3-18-22)

**01. TITLE AND SCOPE.**

**01. Title.** The title of this chapter is cited in full as Idaho Department of Parks and Recreation Rules, IDAPA 26.01.10, “Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation.”

(3-18-22)

**02. Scope.** These rules are intended to set forth the procedures for the administration of temporary permits on lands owned by the department.

(3-18-22)

**02. -- 009. (RESERVED)**

**10. DEFINITIONS.**

**01. Board.** The Idaho Parks and Recreation Board or such representative as may be designated by the board.

**02. Contract Officer.** The person assigned by the director of the Idaho Department of Parks and Recreation that is responsible for the administration of temporary permits on lands owned by the Idaho Department of Parks and Recreation.

(3-18-22)

~~02.~~ **03. Department and IDPR.** The Idaho Department of Parks and Recreation.

(3-18-22)

~~03.~~ **04. Director.** The director of the Idaho Department of Parks and Recreation or such representative as may be designated by the director.

(3-18-22)

~~04.~~ **05. Grantee.** The party to whom a temporary permit is granted and their assigns and successors in interest.

(3-18-22)

~~05.~~ **06. Grantor.** The State of Idaho and its assigns and successors in interest.

(3-18-22)

~~06.~~ **07. Park Manager.** The person responsible for administering and supervising a specific state park area, or department owned land not yet a state park, as designated by the director of the Idaho Department of Parks and Recreation.

(3-18-22)

~~07.~~ **08. Person.** An individual, partnership, association, or corporation qualified to do business in the state of Idaho, and any federal, state, county or local unit of government.

(3-18-22)

~~08.~~ **09. Temporary Permit.** An instrument authorizing a temporary use of IDPR owned land for the construction, operation and maintenance of specific typically linear elements including but not limited to power and telephone lines, roadways, driveways, sewer lines, natural gas lines and water lines.

(3-18-22)

**11. -- 049. (RESERVED)**

**50. POLICY.**

**01. Issuing Authority.** Temporary permits are issued by the director, or designee in lieu of easements, and are required for all activities on, ~~or~~ over, or through IDPR owned land.

(3-18-22)

**02. Discretion.** The board retains absolute discretion to grant or withhold a temporary permit on land which it owns.

(3-18-22)

**03. Consent Required.** Temporary permits, their amendment, renewal and assignment and all subsequent actions are not valid without the written consent of the director.

(3-18-22)

**04. Modifications.** Temporary permits and subsequent modifications, assignments and renewals require a formal application, and payment of a processing fee to reimburse the agency for staff time devoted to

DRAFT

processing the request. (3-18-22)

**05. Purpose Compatible.** The purpose for which the temporary permit is sought must not interfere with the existing or anticipated values, objectives, or operation of department owned lands. (3-18-22)

**06. Compensation.** An appropriate compensation for use of department-owned lands, as set out in Section 150 of this chapter, ~~must will~~ be paid to ~~the~~ IDPR in cash or in the form of offsetting benefits to be determined by the director. (3-18-22)

**07. Control.** At all times the control of gates, roads and park lands is retained by the State. The permit granted is for the grantee's use only, is revocable for cause, is issued for a specific period of time, not to exceed ten (10) years, but usually five (5) years or less, and automatically expires if not used for a period of one (1) year. (3-18-22)

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

**100. PROCESSING FEES.**

**01. Issuance or Modification.** The processing fee for a new temporary permit, or modification of an existing temporary permit, is ~~one three~~-hundred dollars (~~\$300~~), which ~~must needs to~~ be received from all applicants before processing can proceed. The processing fees are designed to offset processing costs and are nonrefundable. (3-18-22)

**02. Assignment or Renewal.** The processing fee for assignment or renewal of an existing temporary permit is ~~twenty five fifty~~ dollars (~~\$2550~~), and ~~must needs to~~ be received before processing can proceed. The processing fees are designed to offset processing costs and are nonrefundable. (3-18-22)

**101. -- 149. (RESERVED)**

**150. COMPENSATION.**

**01. Payable in Advance.** Cash compensation for the entire term of the temporary permit will be collected from the applicant prior to issuance. (3-18-22)

**02. Cost per Acre.** Cash compensation for a temporary permit is charged at a rate ~~set by board policy of fifty dollars (\$50)~~ per acre of IDPR land utilized per year or any portion thereof, and is specified in the temporary permit. Temporary permits of less than one (1) year in duration will not be prorated. (3-18-22)

**03. Noncash Compensation.** Offsetting (non-cash) compensation for a temporary permit may be approved on an individual basis by the director, and the terms of the agreement ~~must will~~ be outlined in the temporary permit. (3-18-22)

**04. Nonrefundable.** Compensation to IDPR for a temporary permit is non-refundable, except as set out in Subsection 200.08 of this chapter. (3-18-22)

**151. -- 199. (RESERVED)**

**200. STANDARD CONDITIONS.**

All temporary permits issued are subject to the following standard conditions: (3-18-22)

**01. Term Limited.** The use and term of a temporary permit is limited solely to that specifically stated in the instrument. (3-18-22)

**02. Utilities.** Except under special circumstances with approval of the director, all utilities ~~must need~~ to be installed underground. (3-18-22)

**03. Construction, Operation and Maintenance.** The grantee ~~must will~~ construct, maintain and

operate at grantee's sole expense the facility for which the temporary permit is granted, and maintain the permit site in a condition satisfactory to the Park Manager. (3-18-22)

**04. Compliance with Laws.** The grantee will comply with all applicable state and local laws, rules, and ordinances, including but not limited to: state fire laws and all rules of the State Land Board pertaining to forest and watershed protection, and with the Stream Channel Protection Act as designated in Chapter 38, Title 42 of the Idaho Code. (3-18-22)

**05. Wetlands.** The grantee will comply with all state and federal statutes, rules, and regulations pertaining to wetlands protection. (3-18-22)

**06. Land and Water Conservation Fund.** Temporary permits on land located within Land and Water Conservation Fund 6(f) boundaries, their amendment, renewal, assignment and all subsequent actions ~~must be~~ **are** subject to the terms and the requirements of the Land and Water Conservation Fund Act of 1965 (P.L. 88-578, 16 U.S.C.S. Section 4601-4 et seq.). (3-18-22)

**07. Hold Harmless.** The grantee, its agents and contractors must indemnify and hold harmless the department, the state of Idaho and its representatives against and from any and all demands, claims or liabilities of every nature whatsoever, arising directly or indirectly from or in any way connected with the use authorized under the temporary permit. (3-18-22)

**08. Withdrawal for Park Use.** Should the land be needed for park development or recreation use, the director reserves the right to order the change of location or the removal of any structure(s) or facility(ies) authorized by a temporary permit at any time. Any such change or removal will be made at the sole expense of the grantee, its successors or assigns. When a temporary permit is terminated prior to its stated expiration date pursuant to this provision, the grantee will receive a pro-rata refund of compensation paid. (3-18-22)

**09. Permits Not Exclusive.** The temporary permit is not exclusive to the grantee, and ~~must~~ **will** not prohibit the department from granting other permits or franchise rights of like or other nature to other public or private entities, nor ~~must~~ **will** it prevent the department from using or constructing roads and structures over or near the lands encompassed by the temporary permit, or affect the department's right to full supervision or control over any or all lands which are part of the temporary permit. (3-18-22)

**10. Cancellation.** The director may cancel the temporary permit or amend any of the conditions of the temporary permit if the grantee fails to comply with any or all of the provisions, or requirements set forth or through willful or unreasonable neglect, fails to heed or comply with notices given. (3-18-22)

**11. Removal of Facilities.** Upon termination of the temporary permit for any reason including cancellation, expiration, or relinquishment, the grantee ~~must~~ **will** have thirty (30) days from the date of termination to remove any facilities and improvements constructed by the grantee, and ~~must~~ **will** restore the permit site to the satisfaction of the park manager. Upon written request, and for good cause shown, the director may allow a reasonable additional time for the removal of improvements and facilities and the restoration of the site. (3-18-22)

**201. -- 249. (RESERVED)**

**250. SPECIAL CONDITIONS.**

Special conditions addressing unique situations may be included in the temporary permit to protect natural or park resources, or to safeguard public health, safety or welfare. (3-18-22)

**251. -- 299. (RESERVED)**

**300. APPLICATION PROCEDURE.**

**01. Contents of Application.** A temporary permit application ~~must~~ **will** contain: (3-18-22)

**a.** A temporary permit application/action form; (3-18-22)

**b.** A plat of the proposed permit location; (3-18-22)

c. The appropriate application fee; (3-18-22)

d. An acceptable written legal description based on a survey of the centerline, or a metes and bounds survey of the temporary permit tract. The survey must be performed by a registered professional land surveyor as required by Idaho Code Section 54-1229. (3-18-22)

**02. Engineering Certification.** As required in Section 58-601, Idaho Code, for any application for a ditch, canal or reservoir, the plats and field notes must be certified by the engineer under whose direction such surveys or plans were made and four (4) copies filed with the department and one (1) copy with the director, Idaho Department of Water Resources. (3-18-22)

**03. Application Submission.** Temporary permit applications ~~must~~ need to be submitted to the Park Manager of the park in which the permit is requested. The park manager will forward it for processing as outlined in Section 800. of this chapter. (3-18-22)

**301. -- 349. (RESERVED)**

**350. MODIFICATION OF EXISTING TEMPORARY PERMIT.**

A modification of an existing temporary permit ~~must~~ will be processed in the same manner as a new application. Modification includes change of use, enlarging the permit area, or changing the location of the permit area. Modification does not include ordinary maintenance, repair, or replacement of existing facilities. (3-18-22)

**351. -- 399. (RESERVED)**

**400. ASSIGNMENT.**

Temporary permits issued by the director cannot be assigned without the approval of the director or designee. To request approval of an assignment, the assignor and assignee ~~must~~ will complete the department's standard temporary permit application/ action form and forward it and the assignment fee to the park manager, for processing as outlined in Section 800 of this chapter. (3-18-22)

**401. -- 449. (RESERVED)**

**450. RENEWAL.**

Renewal of temporary permits may be sought by completing a temporary permit application/action form and forwarding it together with the renewal fee to the park manager for processing as outlined in Section 800 of this chapter. Renewal applications ~~must~~ will be submitted at least forty-five (45) days prior to the expiration date of the temporary permit. (3-18-22)

**451. -- 499. (RESERVED)**

**500. ABANDONMENT.**

A temporary permit not used for the purpose for which it was granted for a period of one (1) year is presumed abandoned and ~~must~~ will automatically terminate. The director or designee will ~~must~~ notify the grantee in writing of the termination. The grantee ~~must~~ will have thirty (30) days from the date of the written notice to reply in writing to the director to show cause why the temporary permit should be reinstated. Within thirty (30) days of receipt of the statement to show cause, the director ~~must~~ will notify the grantee in writing as to the director's decision concerning reinstatement. The grantee ~~must~~ will have thirty (30) days after receipt of the director's decision to request to appear before the board as outlined in Section 003 of this chapter. Removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter. (3-18-22)

**501. -- 549. (RESERVED)**

**550. RELINQUISHMENT.**

The Grantee may voluntarily relinquish a temporary permit any time by submitting a temporary permit application/ action Form to the park manager. Upon relinquishment, removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter. (3-18-22)



551. -- 599. (RESERVED)

**600. EXPIRATION.**

Upon expiration, and absent a request for renewal of the temporary permit, removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter. (3-18-22)

601. -- 649. (RESERVED)

**650. CANCELLATION.**

The director or designee may cancel a temporary permit if the grantee fails to comply with any or all of its provisions, terms, conditions, or rules; or through willful or unreasonable neglect, fails to heed or comply with notices given. (3-18-22)

651. -- 699. (RESERVED)

**700. ENFORCEMENT.**

Should it become necessary to enforce the terms of a temporary permit in a court of law and the grantor prevails, the grantee ~~must~~ will pay all costs and fees. (3-18-22)

701. -- 749. (RESERVED)

**750. ADMINISTRATION.**

**01. Bureau Responsible.** The IDPR contract officer will ~~Development Bureau must~~ be responsible for uniform statewide administration of all IDPR temporary permits. (3-18-22)

**02. Disposition of Fees.** All processing and compensation fees collected from applicants ~~must~~ will be sent to the fiscal section for deposit into the appropriate account. (3-18-22)

**03. Status Report.** The IDPR contract officer will ~~Development Bureau must~~ maintain an up-to-date status report on all temporary permits issued. (3-18-22)

751. -- 799. (RESERVED)

**800. PROCESSING.**

**01. Receipt of Application.** Upon receipt of a properly filed temporary permit application/action form and the appropriate application fee, the park manager ~~must~~ will review the application and forward it, together with ~~his~~ their comments, to the region ~~supervisor~~ manager. The region ~~supervisor~~ manager ~~must~~ will review the application and forward ~~his~~ their comments along with the temporary permit application/action package, to the ~~chief, Development Bureau,~~ IDPR contract office for processing. (3-18-22)

**02. Time.** Processing of temporary permit application/action forms ~~must~~ will not exceed ~~one hundred twenty (120)~~ ninety (90) days from the date of acceptance of a complete application by the park manager. Applications not acted on within ~~one hundred twenty (120)~~ ninety (90) days are deemed denied. (3-18-22)

**03. Notification.** All applicants ~~must~~ will be notified in writing, by the contract officer ~~development bureau chief,~~ of the approval or denial of their application. (3-18-22)

801. -- 999. (RESERVED)

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

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM:** IDAPA 26.01.10 Revisions  
**ACTION REQUIRED:** Approve Revisions to IDAPA 26.01.10  
**PRESENTER:** Seth Hobbs, Rules Review Officer

**PRESENTATION**

**BACKGROUND INFORMATION:**

IDAPA 26.01.10, Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation is due for a procedural update. The proposed update makes minor changes, however, the major change is with the agency hiring a contracts officer. Currently, the IDPR development bureau is the responsible party for administration of temporary permits. As proposed, that will change to the Contracts Officer. The redlined version of IDAPA 26.01.10 is attached for the Board's review.

**STAFF RECOMMENDATIONS:**

Staff recommends the Board approve the revisions to IDAPA 26.01.10 as drafted.

# **IDAPA 26.01.10 REVISION**

## IDAPA 26 – DEPARTMENT OF PARKS AND RECREATION

### Operations Division

#### 26.01.10 – Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation

##### **Who does this rule apply to?**

*These rules apply to any persons seeking to gain temporary permits from the Idaho Department of Parks and Recreation.*

##### **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 temporary permits on lands owned by the Idaho Department of Parks and Recreation.*

##### **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](mailto:inquiry@idpr.idaho.gov)

<https://parksandrecreation.idaho.gov>

# Table of Contents

---

## 26.01.10 – Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation

00. Legal Authority.....	3
01. Title And Scope.....	3
02. -- 009. (Reserved).....	3
10. Definitions.....	3
11. -- 049. (Reserved).....	3
50. Policy.....	3
51. -- 099. (Reserved).....	4
100. Processing Fees.....	4
101. -- 149. (Reserved).....	4
150. Compensation.....	4
151. -- 199. (Reserved).....	4
200. Standard Conditions.....	4
201. -- 249. (Reserved).....	5
250. Special Conditions.....	5
251. -- 299. (Reserved).....	5
300. Application Procedure.....	5
301. -- 349. (Reserved).....	6
350. Modification Of Existing Temporary Permit.....	6
351. -- 399. (Reserved).....	6
400. Assignment.....	6
401. -- 449. (Reserved).....	6
450. Renewal.....	6
451. -- 499. (Reserved).....	6
500. Abandonment.....	6
501. -- 549. (Reserved).....	6
550. Relinquishment.....	6
551. -- 599. (Reserved).....	7
600. Expiration.....	7
601. -- 649. (Reserved).....	7
650. Cancellation.....	7
651. -- 699. (Reserved).....	7
700. Enforcement.....	7
701. -- 749. (Reserved).....	7
750. Administration.....	7
751. -- 799. (Reserved).....	7
800. Processing.....	7
801. -- 999. (Reserved).....	7

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

**00. LEGAL AUTHORITY.**

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

(3-18-22)

**01. TITLE AND SCOPE.**

**01. Title.** The title of this chapter is cited in full as Idaho Department of Parks and Recreation Rules, IDAPA 26.01.10, “Rules Governing the Administration of Temporary Permits on Lands Owned by the Idaho Department of Parks and Recreation.”

(3-18-22)

**02. Scope.** These rules are intended to set forth the procedures for the administration of temporary permits on lands owned by the department.

(3-18-22)

**02. -- 009. (RESERVED)**

**10. DEFINITIONS.**

**01. Board.** The Idaho Parks and Recreation Board or such representative as may be designated by the board.

**02. Contract Officer.** The person assigned by the director of the Idaho Department of Parks and Recreation that is responsible for the administration of temporary permits on lands owned by the Idaho Department of Parks and Recreation.

(3-18-22)

~~02.~~ **03. Department and IDPR.** The Idaho Department of Parks and Recreation.

(3-18-22)

~~03.~~ **04. Director.** The director of the Idaho Department of Parks and Recreation or such representative as may be designated by the director.

(3-18-22)

~~04.~~ **05. Grantee.** The party to whom a temporary permit is granted and their assigns and successors in interest.

(3-18-22)

~~05.~~ **06. Grantor.** The State of Idaho and its assigns and successors in interest.

(3-18-22)

~~06.~~ **07. Park Manager.** The person responsible for administering and supervising a specific state park area, or department owned land not yet a state park, as designated by the director of the Idaho Department of Parks and Recreation.

(3-18-22)

~~07.~~ **08. Person.** An individual, partnership, association, or corporation qualified to do business in the state of Idaho, and any federal, state, county or local unit of government.

(3-18-22)

~~08.~~ **09. Temporary Permit.** An instrument authorizing a temporary use of IDPR owned land for the construction, operation and maintenance of specific typically linear elements including but not limited to power and telephone lines, roadways, driveways, sewer lines, natural gas lines and water lines.

(3-18-22)

**11. -- 049. (RESERVED)**

**50. POLICY.**

**01. Issuing Authority.** Temporary permits are issued by the director, or designee in lieu of easements, and are required for all activities on, ~~or~~ over, or through IDPR owned land.

(3-18-22)

**02. Discretion.** The board retains absolute discretion to grant or withhold a temporary permit on land which it owns.

(3-18-22)

**03. Consent Required.** Temporary permits, their amendment, renewal and assignment and all subsequent actions are not valid without the written consent of the director.

(3-18-22)

**04. Modifications.** Temporary permits and subsequent modifications, assignments and renewals require a formal application, and payment of a processing fee to reimburse the agency for staff time devoted to

DRAFT

processing the request. (3-18-22)

**05. Purpose Compatible.** The purpose for which the temporary permit is sought must not interfere with the existing or anticipated values, objectives, or operation of department owned lands. (3-18-22)

**06. Compensation.** An appropriate compensation for use of department-owned lands, as set out in Section 150 of this chapter, ~~must will~~ be paid to ~~the~~ IDPR in cash or in the form of offsetting benefits to be determined by the director. (3-18-22)

**07. Control.** At all times the control of gates, roads and park lands is retained by the State. The permit granted is for the grantee's use only, is revocable for cause, is issued for a specific period of time, not to exceed ten (10) years, but usually five (5) years or less, and automatically expires if not used for a period of one (1) year. (3-18-22)

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

**100. PROCESSING FEES.**

**01. Issuance or Modification.** The processing fee for a new temporary permit, or modification of an existing temporary permit, is ~~one three~~-hundred dollars (~~\$300~~), which ~~must needs to~~ be received from all applicants before processing can proceed. The processing fees are designed to offset processing costs and are nonrefundable. (3-18-22)

**02. Assignment or Renewal.** The processing fee for assignment or renewal of an existing temporary permit is ~~twenty five fifty~~ dollars (~~\$2550~~), and ~~must needs to~~ be received before processing can proceed. The processing fees are designed to offset processing costs and are nonrefundable. (3-18-22)

**101. -- 149. (RESERVED)**

**150. COMPENSATION.**

**01. Payable in Advance.** Cash compensation for the entire term of the temporary permit will be collected from the applicant prior to issuance. (3-18-22)

**02. Cost per Acre.** Cash compensation for a temporary permit is charged at a rate ~~set by board policy of fifty dollars (\$50)~~ per acre of IDPR land utilized per year or any portion thereof, and is specified in the temporary permit. Temporary permits of less than one (1) year in duration will not be prorated. (3-18-22)

**03. Noncash Compensation.** Offsetting (non-cash) compensation for a temporary permit may be approved on an individual basis by the director, and the terms of the agreement ~~must will~~ be outlined in the temporary permit. (3-18-22)

**04. Nonrefundable.** Compensation to IDPR for a temporary permit is non-refundable, except as set out in Subsection 200.08 of this chapter. (3-18-22)

**151. -- 199. (RESERVED)**

**200. STANDARD CONDITIONS.**

All temporary permits issued are subject to the following standard conditions: (3-18-22)

**01. Term Limited.** The use and term of a temporary permit is limited solely to that specifically stated in the instrument. (3-18-22)

**02. Utilities.** Except under special circumstances with approval of the director, all utilities ~~must need~~ to be installed underground. (3-18-22)

**03. Construction, Operation and Maintenance.** The grantee ~~must will~~ construct, maintain and



operate at grantee's sole expense the facility for which the temporary permit is granted, and maintain the permit site in a condition satisfactory to the Park Manager. (3-18-22)

**04. Compliance with Laws.** The grantee will comply with all applicable state and local laws, rules, and ordinances, including but not limited to: state fire laws and all rules of the State Land Board pertaining to forest and watershed protection, and with the Stream Channel Protection Act as designated in Chapter 38, Title 42 of the Idaho Code. (3-18-22)

**05. Wetlands.** The grantee will comply with all state and federal statutes, rules, and regulations pertaining to wetlands protection. (3-18-22)

**06. Land and Water Conservation Fund.** Temporary permits on land located within Land and Water Conservation Fund 6(f) boundaries, their amendment, renewal, assignment and all subsequent actions ~~must be~~ **are** subject to the terms and the requirements of the Land and Water Conservation Fund Act of 1965 (P.L. 88-578, 16 U.S.C.S. Section 4601-4 et seq.). (3-18-22)

**07. Hold Harmless.** The grantee, its agents and contractors must indemnify and hold harmless the department, the state of Idaho and its representatives against and from any and all demands, claims or liabilities of every nature whatsoever, arising directly or indirectly from or in any way connected with the use authorized under the temporary permit. (3-18-22)

**08. Withdrawal for Park Use.** Should the land be needed for park development or recreation use, the director reserves the right to order the change of location or the removal of any structure(s) or facility(ies) authorized by a temporary permit at any time. Any such change or removal will be made at the sole expense of the grantee, its successors or assigns. When a temporary permit is terminated prior to its stated expiration date pursuant to this provision, the grantee will receive a pro-rata refund of compensation paid. (3-18-22)

**09. Permits Not Exclusive.** The temporary permit is not exclusive to the grantee, and ~~must~~ **will** not prohibit the department from granting other permits or franchise rights of like or other nature to other public or private entities, nor ~~must~~ **will** it prevent the department from using or constructing roads and structures over or near the lands encompassed by the temporary permit, or affect the department's right to full supervision or control over any or all lands which are part of the temporary permit. (3-18-22)

**10. Cancellation.** The director may cancel the temporary permit or amend any of the conditions of the temporary permit if the grantee fails to comply with any or all of the provisions, or requirements set forth or through willful or unreasonable neglect, fails to heed or comply with notices given. (3-18-22)

**11. Removal of Facilities.** Upon termination of the temporary permit for any reason including cancellation, expiration, or relinquishment, the grantee ~~must~~ **will** have thirty (30) days from the date of termination to remove any facilities and improvements constructed by the grantee, and ~~must~~ **will** restore the permit site to the satisfaction of the park manager. Upon written request, and for good cause shown, the director may allow a reasonable additional time for the removal of improvements and facilities and the restoration of the site. (3-18-22)

**201. -- 249. (RESERVED)**

**250. SPECIAL CONDITIONS.**

Special conditions addressing unique situations may be included in the temporary permit to protect natural or park resources, or to safeguard public health, safety or welfare. (3-18-22)

**251. -- 299. (RESERVED)**

**300. APPLICATION PROCEDURE.**

**01. Contents of Application.** A temporary permit application ~~must~~ **will** contain: (3-18-22)

**a.** A temporary permit application/action form; (3-18-22)

**b.** A plat of the proposed permit location; (3-18-22)

c. The appropriate application fee; (3-18-22)

d. An acceptable written legal description based on a survey of the centerline, or a metes and bounds survey of the temporary permit tract. The survey must be performed by a registered professional land surveyor as required by Idaho Code Section 54-1229. (3-18-22)

**02. Engineering Certification.** As required in Section 58-601, Idaho Code, for any application for a ditch, canal or reservoir, the plats and field notes must be certified by the engineer under whose direction such surveys or plans were made and four (4) copies filed with the department and one (1) copy with the director, Idaho Department of Water Resources. (3-18-22)

**03. Application Submission.** Temporary permit applications ~~must~~ need to be submitted to the Park Manager of the park in which the permit is requested. The park manager will forward it for processing as outlined in Section 800. of this chapter. (3-18-22)

**301. -- 349. (RESERVED)**

**350. MODIFICATION OF EXISTING TEMPORARY PERMIT.**

A modification of an existing temporary permit ~~must~~ will be processed in the same manner as a new application. Modification includes change of use, enlarging the permit area, or changing the location of the permit area. Modification does not include ordinary maintenance, repair, or replacement of existing facilities. (3-18-22)

**351. -- 399. (RESERVED)**

**400. ASSIGNMENT.**

Temporary permits issued by the director cannot be assigned without the approval of the director or designee. To request approval of an assignment, the assignor and assignee ~~must~~ will complete the department's standard temporary permit application/ action form and forward it and the assignment fee to the park manager, for processing as outlined in Section 800 of this chapter. (3-18-22)

**401. -- 449. (RESERVED)**

**450. RENEWAL.**

Renewal of temporary permits may be sought by completing a temporary permit application/action form and forwarding it together with the renewal fee to the park manager for processing as outlined in Section 800 of this chapter. Renewal applications ~~must~~ will be submitted at least forty-five (45) days prior to the expiration date of the temporary permit. (3-18-22)

**451. -- 499. (RESERVED)**

**500. ABANDONMENT.**

A temporary permit not used for the purpose for which it was granted for a period of one (1) year is presumed abandoned and ~~must~~ will automatically terminate. The director or designee will ~~must~~ notify the grantee in writing of the termination. The grantee ~~must~~ will have thirty (30) days from the date of the written notice to reply in writing to the director to show cause why the temporary permit should be reinstated. Within thirty (30) days of receipt of the statement to show cause, the director ~~must~~ will notify the grantee in writing as to the director's decision concerning reinstatement. The grantee ~~must~~ will have thirty (30) days after receipt of the director's decision to request to appear before the board as outlined in Section 003 of this chapter. Removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter. (3-18-22)

**501. -- 549. (RESERVED)**

**550. RELINQUISHMENT.**

The Grantee may voluntarily relinquish a temporary permit any time by submitting a temporary permit application/ action Form to the park manager. Upon relinquishment, removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter. (3-18-22)

551. -- 599. (RESERVED)

**600. EXPIRATION.**

Upon expiration, and absent a request for renewal of the temporary permit, removal of property from and restoration of the site is governed by Subsection 200.11 of this chapter. (3-18-22)

601. -- 649. (RESERVED)

**650. CANCELLATION.**

The director or designee may cancel a temporary permit if the grantee fails to comply with any or all of its provisions, terms, conditions, or rules; or through willful or unreasonable neglect, fails to heed or comply with notices given. (3-18-22)

651. -- 699. (RESERVED)

**700. ENFORCEMENT.**

Should it become necessary to enforce the terms of a temporary permit in a court of law and the grantor prevails, the grantee ~~must~~ will pay all costs and fees. (3-18-22)

701. -- 749. (RESERVED)

**750. ADMINISTRATION.**

**01. Bureau Responsible.** The IDPR contract officer will ~~Development Bureau must~~ be responsible for uniform statewide administration of all IDPR temporary permits. (3-18-22)

**02. Disposition of Fees.** All processing and compensation fees collected from applicants ~~must~~ will be sent to the fiscal section for deposit into the appropriate account. (3-18-22)

**03. Status Report.** The IDPR contract officer will ~~Development Bureau must~~ maintain an up-to-date status report on all temporary permits issued. (3-18-22)

751. -- 799. (RESERVED)

**800. PROCESSING.**

**01. Receipt of Application.** Upon receipt of a properly filed temporary permit application/action form and the appropriate application fee, the park manager ~~must~~ will review the application and forward it, together with ~~his~~ their comments, to the region ~~supervisor~~ manager. The region ~~supervisor~~ manager ~~must~~ will review the application and forward ~~his~~ their comments along with the temporary permit application/action package, to the ~~chief, Development Bureau,~~ IDPR contract office for processing. (3-18-22)

**02. Time.** Processing of temporary permit application/action forms ~~must~~ will not exceed ~~one hundred twenty (120)~~ ninety (90) days from the date of acceptance of a complete application by the park manager. Applications not acted on within ~~one hundred twenty (120)~~ ninety (90) days are deemed denied. (3-18-22)

**03. Notification.** All applicants ~~must~~ will be notified in writing, by the contract officer ~~development bureau chief,~~ of the approval or denial of their application. (3-18-22)

801. -- 999. (RESERVED)

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

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM: 26.01.20 Rules Governing the Administration of Park and Recreation Areas and Facilities**

**ACTION REQUIRED: Notice of Adoption of Temporary Fee Rules**

**PRESENTER: Seth Hobbs, Rules Review Officer**

**PRESENTATION**

**BACKGROUND INFORMATION:**

A public meeting was held on August 14<sup>th</sup>, 2023, to discuss proposed rule changes.

All IDAPA fees are maximum fees unless otherwise stated. The board has the authority to set actual fees by IDPR Policy #4015.

House Bill 93 was implemented in July 2021 which required the double of out of state fees at no fewer than five Idaho state parks. The maximum fee incorporates these increases and provides an 50% increase to current rates to give the Board future flexibility in setting fees.

Removes references to Winter Recreation Parking permits that are covered by Idaho statute 67-7115, attached. The Board has outlined the price in IDPR Policy #4015.

Moves winter access fees to Admission Fees. This will allow other parks to offer winter access programs. This also clarifies the Admission Fees giving the parks an avenue to charge for additional programs or services. Allows the option for parks to charge admissions on a daily, monthly, and seasonal basis.

Clarifies the cancelation and modification times and fees for group use and individual campsites.

Updates facility checkout times to 11am to allow staff adequate time to service and clean the facility prior to the next guest.

**STAFF RECOMMENDATIONS:**

Staff recommends the Board approve the revisions to IDAPA 26.01.20 as drafted.

**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](mailto:inquiry@idpr.idaho.gov)  
<https://parksandrecreation.idaho.gov>

## **Table of Contents**

---

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

00. Legal Authority.....	4
01. Title And Scope.....	4
02. -- 009. (Reserved).....	4
10. Definitions.....	4
11. Purchase, Expiration, Display And Placement Of MVEF And Passport Stickers.....	6
12. -- 074. (Reserved).....	7
75. Authority Conferrable On Employees - Enforcement.....	7
76. -- 099. (Reserved).....	7
100. Penalties For Violations.....	7
101. -- 124. (Reserved).....	7
125. Preservation Of Public Property.....	7
126. -- 149. (Reserved).....	7
150. Use of Motor Vehicles.....	7
151. Parking Violations.....	8
152. -- 174. (Reserved).....	9
175. Public Behavior.....	9
176. -- 199. (Reserved).....	10
200. Camping.....	10
201. Boating Facilities.....	11
202. Overnight Use.....	11
203. Waterfront Areas.....	12
204. Winter Recreation Programs.....	12
205. -- 224. (Reserved).....	13
225. Fees And Services.....	13
226. -- 244. (Reserved).....	14
245. Fee Schedule: Fee Collection Surcharge.....	14
246. (Reserved).....	14
247. Fee Schedule: Entrance.....	14
248. -- 249. (Reserved).....	15
250. Fee Schedule: Individual Campsite Or Facility.....	15
251. -- 253. (Reserved).....	15
254. Fee Schedule: Group Campsite or Facility.....	15
255. (Reserved).....	15
256. Fee Schedule: Boating Facilities.....	15
257. -- <del>258-274</del> (Reserved).....	16
259. <del>Fee Schedule: Winter Recreation Programs</del> .....	16
260. -- <del>274</del> (Reserved).....	16
275. Criteria For Reservations.....	16
277. -- 399. (Reserved).....	18

---

*Table of Contents (cont'd)*

---

400. Park Capacities.....	18
401. -- 499. (Reserved).....	18
500. Livestock.....	18
501. -- 576. (Reserved).....	18
577. Spreading of Human Ashes.....	18
578. -- 624. (Reserved).....	18
625. Advertisements/Promotions/Demonstrations.....	18
626. -- 649. (Reserved).....	18
650. Authorized Operations.....	18
651. -- 674. (Reserved).....	19
675. Department Responsibility.....	19
676. Nondiscrimination.....	19
677. -- 999. (Reserved).....	19

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

**00. 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)

**01. 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)

**02. -- 009. (RESERVED)**

**10. 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)

**11. 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~~ 11 a.m. 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)

12. -- 074. (RESERVED)

75. **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)

76. -- 099. (RESERVED)

100. **PENALTIES FOR VIOLATIONS.**

Failure of any person, persons, partnership, corporation, concessionaire, association, society, or any fraternal, social or other organized groups to comply with these rules 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~~ 11 a.m. 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, areas, programs, or recreational activities which provide an educational opportunity, ~~or~~ require special accommodations or special services. Admission fees are set by the park or program manager and will generally not fall below the cost of providing services. (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	\$25.35/day

(3-18-22)

246. (RESERVED)

247. FEE SCHEDULE: ENTRANCE.

Category	Fee
Daily MVEF	\$7.20/day/vehicle
Annual MVEF	\$80
Annual MVEF Replacement	\$5/vehicle

Formatted: Left, Indent: Left: 0.04"

Commercial Motor Vehicle Entrance	\$50.100/day/vehicle
-----------------------------------	----------------------

Formatted: Left, Indent: Left: 0.04"

Category	Fee
Admission, Day	\$20/person
Admission, Month	\$100/person
Admission, Season	\$500/person

(3-18-22)

248. -- 249. (RESERVED)

250. FEE SCHEDULE: INDIVIDUAL CAMPSITE OR FACILITY.

Category	Fee
Basic Campsite: site may have water	\$34.72/day
Electric Campsite: site has electricity and may have water	\$42.90/day
Full Hook-up Campsite: site has electricity, water, and sewer	\$46.96/day
Companion Campsite: site has electricity and may have water	\$84.192/day
Hike-in/Bike-in Campsite	\$12.36/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 10/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	\$50.500

Formatted: Left, Indent: Left: 0.04"

(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)	\$25.50
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 \$7.20/ day/vessel
Overnight moorage at dock or buoy, person staying at campsite or facility and not staying on the vessel	\$9.30/night
Overnight moorage at dock, person staying on vessel	\$10.40/night
Overnight moorage at buoy, person staying on vessel	\$9.30/night

Formatted: Left, Indent: Left: 0.04"

Formatted: Left, Indent: Left: 0.04"

Formatted: Left, Indent: Left: 0.04"

(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, 259. -- 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 check-in 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	\$25.50

Category	Fee
Modification, <u>individual campsite or facility</u>	\$10/campsite or facility
Modification, <u>special use campsite, or facility</u>	First night's fee or daily usage fee
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	First night's fee plus \$50/facility
Cancellation, <u>individual special use</u> campsite or facility, 21 days or less in advance	First night's or daily usage fee

Formatted: Indent: Left: 0", Space Before: Auto, Line spacing: Multiple 1.07 li

(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)**



# Idaho Statutes

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

TITLE 67  
STATE GOVERNMENT AND STATE AFFAIRS  
CHAPTER 71  
RECREATIONAL ACTIVITIES

67-7115. WINTER RECREATIONAL PARKING PERMIT – FEE – FINES – PERMITS FOR SNOWMOBILE OWNERS – EXEMPTIONS. (1) Except as hereinafter provided, no person shall, from November 15 of any year to April 30 of the next year, park a vehicle in a winter recreational parking location unless the vehicle displays an annual or temporary parking permit. The annual permit shall be permanently affixed and the temporary permit shall be temporarily affixed on the front window of the vehicle nearest the driver's seat in such a manner that they are completely visible and shall be kept in a legible condition at all times.

(2) The fee for the annual permit and the temporary permit shall be set by the board, but shall not exceed thirty dollars (\$30.00) for the annual permit or ten dollars (\$10.00) for the temporary permit.

(3) The owner of any vehicle, as defined in chapter 1, title 49, Idaho Code, that violates the provisions of subsection (1) of this section has committed an infraction punishable as provided under section 18-113A, Idaho Code, and shall be punished with a fine of not less than twenty dollars (\$20.00) or more than fifty dollars (\$50.00). The fact that a motor vehicle which is illegally parked under the provisions of this chapter is registered or leased in the name of a person shall be considered prima facie evidence that the person was in control of the vehicle at the time of parking.

(4) Snowmobile operators, when snowmobiling, shall be allowed to park their transportation vehicles in a designated winter recreational parking area without displaying a parking permit.

(5) No parking permit shall be required under the provisions of this section for a vehicle owned and operated by the United States, any state or a political subdivision of a state, or a vehicle registered in another state, if that vehicle displays a similar cross-country skiing permit, but only to the extent that an exception or privilege is granted under the laws of that state for permit holders from this state.

History:

[(67-7115) 49-3104, added 1979, ch. 103, sec. 1, p. 247; am. 1981, ch. 257, sec 1, p. 548; am. 1983, ch. 3, sec. 2, p. 4; am. 1985, ch. 52, sec 1, p. 102; am. 1987, ch. 181, sec. 1, p. 358; am. and redesig. 1988, ch. 265, sec. 544, p. 849; am. 1989, ch. 106, sec. 6, p. 243; am. 1992, ch. 244, sec. 1, p. 722; am. 2021, ch. 149, sec. 11, p. 408.]

How current is this law?

**Search the Idaho Statutes and Constitution**

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

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Hell's Gate State Park**  
**5100 Hell's Gate Road**  
**Lewiston, ID 83501**

**AGENDA ITEM: Wine in the Woods Group Use Permit**

**ACTION REQUIRED: Approval of Wine in the Woods Group Use Permit**

**PRESENTER: Troy Elmore, Operations Administrator**

**PRESENTATION**

**BACKGROUND INFORMATION:**

Wine in the Woods Is a fund-raising event for the Friends of Harriman State Park, to be held from 4-7 p.m. on September 9, at Harriman State Park. The group is requesting use of the Boys House at the Ranch, specifically inside the house for check-in and display of auction items. The group is also requesting the outside space (grounds) for gathering of guests, sampling of wines and food, acoustic guitar music, and artist's displays. Because alcohol will be served, Board approval is required. This annual fund-raising event is expected to gross an estimated \$17,000 and net \$14,000 through the auction/sale of wine and works of art. Proceeds are used to support the park.

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



**GROUP USE PERMIT APPLICATION**

Date of Application:

Park Name:

**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:  Date(s) of Use:

Name of Event:  Days: Sun Mon Tue Wed Thu Fri Sat

Organization or Group Filing Application:

Address:

City:  State:  Zip:

Telephone:  E-mail Address:

Number of Participants/Spectators Expected:  Arrival Time:  Departure Time:

Type of Use Requested (please describe)

Purpose of Proposed Event

Estimated Gross Fees Collected  Estimated Net Profit

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

(Primary Person)  
Name:   
Address:   
Telephone:   
E-Mail:

(Secondary Person)  
Name:   
Address:   
Telephone:   
E-Mail:

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](mailto: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.)

Boys House at the Ranch: Inside for check-in and display of auction items; outside grounds for gathering of guests, sampling of wines and food
Permit number from Alcohol Beverage Control: Premise #2F-35 License #1880

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


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

Parking in Ranch View lot adequate.
-------------------------------------

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

Restrooms in Boys House plus 2 additional porta pottys; bottled water will be available
---

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

Trash will be disposed of, tables, chairs and all wquipment used will be returned to their respective locations.
--

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

There will be tables/canopies for wine tasting and food, which is free for guests; an artist will have her items for sale.
There will live and silent auctions of donated items.

List of Vendors	Temp Permit #	Items They Plan To Sell (Use extra sheet if necessary)
Mimi Matsuda		original art
Friends of Harriman State Park		Bottles of wine for guests to take home

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](http://adminrules.idaho.gov/rules/current/26/260120.pdf)

Name:

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
- \$ \_\_\_\_\_ Negotiated Fee
- \$ \_\_\_\_\_ Per-Person Fee
- \$ \_\_\_\_\_ Reservation Fee plus Tax
- \$ \_\_\_\_\_ 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](http://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](http://adminrules.idaho.gov/rules/2013/16/0219.pdf) (Idaho Food Code).

**PLEASE PRINT**

Name of Event: Wine In The Woods Date(s) of Use: September 9, 2023  
Applicant Name: Friends of Harriman State Park Applicant Title: Board President  
Address: PO Box 125  
City: Island Park State: ID Zip: 83429 Telephone: 801-791-6337

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

Applicant Signature \_\_\_\_\_ Date: March 4, 2023

**IDPR USE ONLY**

Repeat Applicant  Yes  No  
Approved Subject to Conditions  Yes  No

Conditions: \_\_\_\_\_  
\_\_\_\_\_

**APPROVAL**

[Signature] \_\_\_\_\_ Date: 6/21/23  
Park/Program Manager  
[Signature] \_\_\_\_\_ Date: 6/21/23  
Region Bureau Chief  
[Signature] \_\_\_\_\_ Date: 7-14-23  
Operations Division Administrator  
[Signature] \_\_\_\_\_ Date: 7/27/23  
Director  
\_\_\_\_\_  
Board Chairperson \_\_\_\_\_ Date: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/07/23

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.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>BISSELL AGENCY</b> <b>4055 Valley Commons Dr Unit A</b> <b>Bozeman, MT 59718</b>	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext): (406)586-6230</b>		<b>FAX (A/C, No): (406)586-0471</b>	
	<b>E-MAIL ADDRESS: ahoffart@bissellagency.com</b>			
<b>INSURED</b>  <b>Friends of Harriman State Park Idaho</b> <b>PO Box 125</b> <b>Island Park, ID 83429</b>	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>	
	<b>INSURER A: United States Liability Insurance CO.</b>			
	<b>INSURER B:</b>			
	<b>INSURER C:</b>			
	<b>INSURER D:</b>			
	<b>INSURER E:</b>			

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y	NBP1563209A	02/24/23	02/24/24	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED EXP (Any one person) \$ <b>5,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

It is understood and agreed that the certificate holder is named as an additional insured, but only with respects to it's liability arising out of the activities of the named insured.

**CERTIFICATE HOLDER****CANCELLATION**

<b>Idaho State Park</b> <b>3489 Green Canyon Rd.</b> <b>Island Park, ID 83429</b>	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>  <b>AUTHORIZED REPRESENTATIVE</b> 
---	--

© 1988-2015 ACORD CORPORATION. All rights reserved.





**GROUP USE PERMIT APPLICATION**

**Date of Application:**

**Park Name:**

**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:**

**Date(s) of Use:**

**Name of Event:**

**Days:** Sun Mon Tue Wed Thu Fri Sat

**Organization or Group Filing Application:**

**Address:**

**City:**

**State:**

**Zip:**

**Telephone:**

**E-mail Address:**

**Number of Participants/Spectators Expected:**

**Arrival Time:**

**Departure Time:**

**Type of Use Requested (please describe)**

**Purpose of Proposed Event**

**Estimated Gross Fees Collected**

**Estimated Net Profit**

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

**(Primary Person)**

**(Secondary Person)**

**Name:**

**Name:**

**Address:**

**Address:**

**Telephone:**

**Telephone:**

**E-Mail:**

**E-Mail:**

**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](mailto:abc@isp.state.id.us).

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

**Description of the Specific Area(s) of the Park Requested for Use** (use extra sheet or map if necessary, to delineate general area of use, parking, sanitation, etc.)

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

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

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

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

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

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

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](http://adminrules.idaho.gov/rules/current/26/260120.pdf)

**Name:**

**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

Negotiated Fee

Per-Person Fee

Reservation Fee plus Tax

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](http://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](http://adminrules.idaho.gov/rules/2013/16/0219.pdf) (Idaho Food Code).

**PLEASE PRINT**

**Name of Event:**

**Date(s) of Use**

**Applicant Name:**

**Applicant Title:**

**Address:**

**City:**

**State:**

**Zip:**

**Telephone:**

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:**

**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                       INFO ONLY, NO ACTION REQUIRED

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM:** Ritter Island property from Idaho Power Co.

**ACTION REQUIRED:** Board Acceptance of Real Property

**PRESENTER:** Heidi Burks, Contracts Officer

**PRESENTATION**

**BACKGROUND INFORMATION:**

The Idaho Parks and Recreation Board (“Board”) may “acquire in the name of the State of Idaho by gift, devise, purchase, agreement, or otherwise, such land as in its judgment may be necessary, suitable and proper for roadside picnic, recreational or park purposes and to control, develop and maintain such land and all existing state parks...” Idaho Code § 67-4224.

The purpose of this agenda item is for the Board to accept title through a Quit Claim Deed from Idaho Power to the Parcel RP08S14E086674 on Ritter Island. The acceptance of this deed will make IDPR’s ownership of Ritter Island whole. Idaho Power is transferring ownership to IDPR at no cost.

Staff has been working diligently on the completion of this property transfer.

- Formal application was submitted to the Idaho Public Utilities Commission from Idaho Power on March 2, 2023, Case No. IPC-E-23-07
- Decision Memorandum from IPC’s DAG Michael Duval filed March 14, 2023 to issue public notice for a hearing.
- Notice of Application for public hearing filed March 22, 2023
- Public comment received April 17, 2023
- Press release published May 1, 2023
- Staff Comments published May 3, 2023. IPC DAG staff recommended approval by the commission as all compliance with Idaho Code has been met.
- Final order issued July 20, 2023 for approval of the Idaho Public Utilities Commission for the asset transfer.
- IPC staff submitted a Quitclaim Deed to IDPR staff for general approval and specific vesting language.

**STAFF RECOMMENDATIONS:**

Staff recommends a roll call vote of the Board to accept the property transfer from Idaho Power Co. to IDPR.

*Enc: Aerial Photo  
Quit Claim Deed  
Case Summary IPC-E-23-07  
Application  
Decision Memo  
Notice of Application  
Public Comment  
Press Release  
Staff Comments  
Final Order*



AFTER RECORDING RETURN TO:

Idaho Power Company  
Corporate Real Estate – Plaza II  
P.O. Box 70  
Boise, Idaho 83707

Space above for Recorder's use, only

**QUITCLAIM DEED**

FOR VALUE RECEIVED **IDAHO POWER COMPANY**, an Idaho corporation (“Grantor”) whose address is 1221 West Idaho Street, Boise, Idaho 83702, does hereby convey, release, remise and forever quit claim unto **IDAHO STATE PARKS AND RECREATION** (“Grantee”) whose address is 5657 Warm Springs Ave., Boise, ID 83716, for value received and other good and valuable consideration, that certain portion of real property situated in Gooding County, Idaho, to wit:

See attached **Exhibit A** made a part hereof.

Together with all appurtenances, easements and rights of way.

IN WITNESS WHEREOF, Grantor has caused its name to be hereunto subscribed this 21 day of July, 2023.

IDAHO POWER COMPANY, an Idaho corporation

By: *Michael Churella*  
Michael Churella  
Corporate Real Estate Leader

STATE OF IDAHO )  
                          ) ss.  
County of Ada )

On this 21, day of July, in the year 2023, before me, Chris Jacky, a Notary Public in and for the State of Idaho, personally appeared Michael Churella, known or identified to me to be the Corporate Real Estate Leader of IDAHO POWER COMPANY, that executed the said instrument, and acknowledged to me that such IDAHO POWER COMPANY executed the same.

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



*Chris Jacky*  
Notary Public for Idaho  
Residing at: Boise ID  
My commission expires: 7-23-24



## Exhibit A

### PROPERTY DESCRIPTION

A parcel of land located upon Ritter's Island in the SW  $\frac{1}{4}$ , Section 8, T.8S., R.14E., B.M., Gooding County, Idaho more particularly described as follows:

Commencing at an iron pin marking the Southwest Corner of said Section 8, from which the Southeast Corner of said Section 8 bears North  $89^{\circ}57'02''$  East 5295.08 feet;

thence North  $69^{\circ}36'05''$  East 2148.11 feet to the REAL POINT OF BEGINNING:

thence North  $18^{\circ}44'16''$  West 141.29 feet to an iron pin;

thence North  $69^{\circ}35'07''$  East 340.98 feet to an iron pin;

thence South  $24^{\circ}32'10''$  East 131.36 feet to an iron pin;

thence South  $67^{\circ}56'09''$  West 354.70 feet to the point of beginning, containing 1.09 acres, more or less.

## Case Summary

Last Updated	Case Number	Date Filed	Case Type	Status	Description
07/20/2023	IPC-E-23-07	03/03/2023	Application	Order Issued	IDAHO POWER--APPLICATION FOR AN ORDER APPROVING THE TRANSFER OF CERTAIN ASSETS ASSOCIATED WITH RITTER ISLAND

### Case Files

03/02/2023 [APPLICATION.PDF](#)

### Orders & Notices

03/22/2023 [NOTICE OF APPLICATION ORDER NO 35711.PDF](#)

07/20/2023 [FINAL ORDER NO 35854.PDF](#)

### Company

#### Staff

03/14/2023 [DECISION MEMO.PDF](#)

05/01/2023 [PRESS RELEASE.PDF](#)

05/03/2023 [STAFF COMMENTS.PDF](#)

### Intervenor

### Public Comments

04/17/2023 [COMMENTS.\(1\)\\_1.PDF](#)



An IDACORP Company

RECEIVED

2023 March 2, PM 4:33

IDAHO PUBLIC

UTILITIES COMMISSION

**LISA D. NORDSTROM**  
Lead Counsel  
[lnordstrom@idahopower.com](mailto:lnordstrom@idahopower.com)

March 2, 2023

**VIA ELECTRONIC FILING**

Jan Noriyuki, Secretary  
Idaho Public Utilities Commission  
11331 W. Chinden Blvd., Bldg 8,  
Suite 201-A (83714)  
PO Box 83720  
Boise, Idaho 83720-0074

Re: Case No. IPC-E-23-07  
In the Matter of the Application of Idaho Power Company for an Order  
Approving the Transfer of Certain Assets Associated with Ritter Island

Dear Ms. Noriyuki:

Enclosed for electronic filing please find Idaho Power Company's Application in the above matter.

If you have any questions about the attached documents, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink that reads "Lisa D. Nordstrom".

Lisa D. Nordstrom

LDN:sg  
Enclosures

LISA D. NORDSTROM (ISB No. 5733)  
Idaho Power Company  
1221 West Idaho Street (83702)  
P.O. Box 70  
Boise, Idaho 83707  
Telephone: (208) 388-5825  
Facsimile: (208) 388-6936  
[lnordstrom@idahopower.com](mailto:lnordstrom@idahopower.com)

Attorney for Idaho Power Company

BEFORE THE IDAHO PUBLIC UTILITIES COMMISSION

IN THE MATTER OF THE APPLICATION )  
OF IDAHO POWER COMPANY FOR AN ) CASE NO. IPC-E-23-07  
ORDER APPROVING THE TRANSFER )  
OF CERTAIN ASSETS ASSOCIATED ) APPLICATION  
WITH RITTER ISLAND. )  
\_\_\_\_\_ )

Idaho Power Company (“Idaho Power” or “Company”), in accordance with *Idaho Code* § 61-328 and 61-524 and Rule of Procedure 52, hereby respectfully makes application to the Idaho Public Utilities Commission (“Commission”) for an order approving the proposed conveyance of approximately 1.09 acres of land (“Ritter Island Parcel”), located in Gooding County, Idaho, to the Idaho Department of Parks and Recreation (“IDPR”). The Ritter Island Parcel is visually depicted on the map found in Attachment 1.

In support of this verified Application, Idaho Power asserts as follows:

**I. BACKGROUND**

1. In 1989, the Company acquired approximately 1.09 acres of land on Ritter

Island, located in the Thousand Springs area of the Snake River, south of Hagerman, Idaho, as part of a Federal Energy Regulatory Commission (“FERC”) required mitigation package associated Idaho Power’s mid-Snake hydro facilities— Bliss, Lower Salmon, and CJ Strike. At the time of this acquisition, the Ritter Island Parcel was one parcel within a portion of certain lands in the Thousand Springs area of Gooding County owned by The Nature Conservancy (“TNC”), a nonprofit corporation centered around environmental stewardship. The totality of these lands was referred to as the “Thousand Springs Project,” which was acquired by TNC to preserve and protect the Thousand Springs area. In anticipation of mitigation for mid-Snake relicensing, Idaho Power facilitated TNC’s purchase of these properties. Correspondingly, TNC granted Idaho Power a conservation easement on several of the parcels. Additionally, TNC conveyed two homesites on Ritter Island to Idaho Power.

2. In 2006, TNC sold its interest in the Thousand Springs properties to IDPR to ensure long-term protection and management by the state in a location where IDPR is already actively managing resources and property. Following this transaction, IDPR was the sole owner of the Thousand Springs properties and the lands located on Ritter Island, with the exception of the Ritter Island home sites, which had been conveyed to Idaho Power in 1989.

3. In the early 2000’s, Idaho Power received new FERC licenses for its mid-Snake hydro facilities and two of four parcels with conservation easements were used as mitigation. Subsequent to issuance of the new licenses, Idaho Power entered into a settlement agreement with the United States Fish and Wildlife Service (“USFWS”) addressing Endangered Species Act (“ESA”) protected aquatic snails, allowing for load

following at the hydro projects. As part of its approval of this settlement agreement, FERC increased the amount of aquatic habitat required for mitigation purposes.

4. In order to meet the increased requirement for aquatic habitat mitigation, Idaho Power began negotiations to acquire the necessary lands around the mid-Snake hydro facilities. Through these discussions, Idaho Power worked with IDPR to reach agreement towards applying the remaining two parcels with conservation easements on IDPR-owned portions of the Thousand Springs Project to help meet the increased mitigation requirement. In exchange for supporting Idaho Power's proposal and associated management plan with FERC, IDPR asked Idaho Power to relinquish the two homesites it owns on Ritter Island to IDPR, resulting in a win-win situation for Idaho Power and IDPR. For Idaho Power, the ability to utilize the existing conservation easements would assist the Company in satisfying the increased FERC-imposed aquatic habitat mitigation, while the conveyance of the Ritter Island Parcel would make IDPR the sole owner of lands on Ritter Island. It is Idaho Power's understanding that without the conveyance, IDPR is unable to attain funding to expand their efforts on the island due to encumbrances associated with Idaho Power's ownership of the Ritter Island Parcel.

## **II. DESCRIPTION OF TRANSACTION**

5. Under the proposed transaction, Idaho Power would transfer the Ritter Island Parcel at zero cost to IDPR. As discussed in further detail below, this conveyance is the result of negotiations that ultimately led to the relicensing of the Company's mid-Snake hydro facilities, which provide clean, reliable, low-cost electricity to Idaho Power's customers.

### III. IDAHO CODE § 61-328

6. Pursuant to *Idaho Code* § 61-328, an electric utility must obtain approval from the Commission before it sells or transfers ownership in any generation, transmission, or distribution plant located in Idaho.

Before authorizing the transaction, the public utilities commission shall find: (a) That the transaction is consistent with the public interest; (b) That the cost of and rates for supplying service will not be increased by reason of such transaction; and (c) That the applicant for such acquisition or transfer has the bona fide intent and financial ability to operate and maintain said property in the public service.

*Idaho Code* § 61-328(3).

7. The proposed transfer of the 1.09-acre Ritter Island Parcel meets the above-stated requirements of *Idaho Code* § 61-328(3). The transaction is in the public interest as it resulted in the successful negotiation of a settlement agreement that led to FERC's approval of new licenses for the mid-Snake hydro facilities. Absent the settlement agreement, Idaho Power would have likely been required to seek out other costlier options to provide the incremental habitat mitigation required by FERC's new license requirements. Lack of reaching settlement in this case could have resulted in extended costly litigation associated with obtaining the new licenses and/or the requirement to acquire other mitigation properties at further expense to the Company. By utilizing lands acquired under a prior settlement negotiation in 1989, the Company was able to resolve this portion of the current settlement with no incremental cost to customers. Consequently, the cost of rates for supplying service will not be increased by this transaction.

8. As a governmental body whose mission is to improve the quality of life in Idaho through outdoor recreation and resource stewardship, IDPR has the *bona fide* intent and financial ability to operate and maintain the land in the public service.

#### **IV. PROPOSED ACCOUNTING**

9. The original cost of the 1.09 acres of land was \$504,985.48. To record the conveyance of the land, the original cost would be removed from FERC Account 101, Electric Plant-in-Service, with an offset to FERC Account 426.1, Donations.

#### **V. MODIFIED PROCEDURE**

10. Idaho Power believes that a technical hearing is not necessary to consider the issues presented herein, and respectfully requests that this Application be processed under Modified Procedure; i.e., by written submissions rather than by hearing. RP 201 *et seq.*

#### **VI. COMMUNICATIONS AND SERVICE OF PLEADINGS**

11. Communications and service of pleadings with reference to this proceeding should be served on the following:

Lisa D. Nordstrom  
Idaho Power Company  
1221 West Idaho Street (83702)  
P.O. Box 70  
Boise, Idaho 83707  
[lnordstrom@idahopower.com](mailto:lnordstrom@idahopower.com)  
[dockets@idahopower.com](mailto:dockets@idahopower.com)

Matt Larkin  
Idaho Power Company  
1221 West Idaho Street (83702)  
P.O. Box 70  
Boise, Idaho 83707  
[mlarkin@idahopower.com](mailto:mlarkin@idahopower.com)

#### **VII. REQUEST FOR RELIEF**

12. Idaho Power respectfully requests a Commission order authorizing the proposed conveyance of the 1.09 acre Ritter Island Parcel to IDPR consistent with the requirements of *Idaho Code* §61-328.



DATED at Boise, Idaho, this 2nd of March 2023.

A handwritten signature in black ink that reads "Lisa D. Nordstrom". The signature is written in a cursive style with a horizontal line underneath it.

---

LISA D. NORDSTROM  
Attorney for Idaho Power Company

**VERIFICATION**

STATE OF IDAHO )  
  ) ss.  
County of Ada     )

LISA D. NORDSTROM, being duly sworn, deposes and states that she is an attorney for Idaho Power Company, that she has read the foregoing Application and knows the contents thereof, and that the same are true to the best of her knowledge and belief.

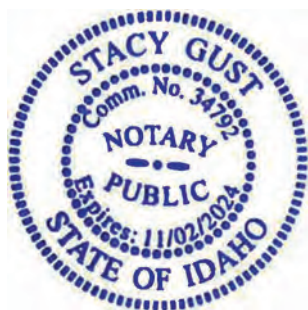
*Lisa D. Nordstrom*

\_\_\_\_\_  
LISA D. NORDSTROM

SUBSCRIBED AND SWORN TO before me, a notary public of the state of Idaho,  
this 2<sup>nd</sup> day of March 2023.

*Stacy Gust*

\_\_\_\_\_  
Notary Public for Idaho  
Residing at Meridian, Idaho  
My commission expires: 11/02/2024



**CERTIFICATE OF SERVICE**

I HEREBY CERTIFY that on the 2nd day of March 2023, I served a true and correct copy of Idaho Power Company's Application upon the following named parties by the method indicated below, and addressed to the following:

**Commission Staff**

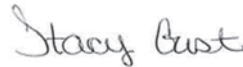
Dayn Hardie  
Deputy Attorney General  
Idaho Public Utilities Commission  
11331 W. Chinden Blvd., Bldg No. 8,  
Suite 201-A (83714)  
PO Box 83720  
Boise, ID 83720-0074

- Hand Delivered
- U.S. Mail
- Overnight Mail
- FAX
- Email: [dayn.hardie@puc.idaho.gov](mailto:dayn.hardie@puc.idaho.gov)
- FTP Site

**Idaho Department of Parks and Recreation**

Heidi Burks  
Adam Zaragoza  
Idaho Department of Parks and Recreation  
PO Box 83720  
5657 Warm Springs Ave.  
Boise, Idaho 83714

- Hand Delivered
- U.S. Mail
- Overnight Mail
- FAX
- Email [heidi.burks@idpr.idaho.gov](mailto:heidi.burks@idpr.idaho.gov)  
[Adam.Zaragoza@idpr.idaho.gov](mailto:Adam.Zaragoza@idpr.idaho.gov)
- FTP Site



\_\_\_\_\_  
Stacy Gust, Regulatory Administrative Assistant

**BEFORE THE  
IDAHO PUBLIC UTILITIES COMMISSION  
CASE NO. IPC-E-23-07**

**IDAHO POWER COMPANY**

**ATTACHMENT NO. 1**

# Idaho Power Ritter Island Parcel

Land to be conveyed to Idaho Department of Parks and Recreation

## Legend

- 1000 Springs Resort
- Idaho Power Ritter Island Parcel
- Lemmon falls
- Ritter Island State Park
- THOUSAND SPRINGS - Power Plant
- THOUSAND SPRINGS SUBSTATION



## DECISION MEMORANDUM

**TO: COMMISSIONER ANDERSON  
COMMISSIONER HAMMOND  
COMMISSIONER LODGE  
COMMISSION SECRETARY  
COMMISSION STAFF  
LEGAL**

**FROM: MICHAEL DUVAL  
DEPUTY ATTORNEY GENERAL**

**DATE: MARCH 14, 2023**

**SUBJECT: IN THE MATTER OF IDAHO POWER COMPANY’S APPLICATION FOR  
AN ORDER APPROVING THE TRANSFER OF CERTAIN ASSETS  
ASSOCIATED WITH RITTER ISLAND; CASE NO. IPC-E-23-07.**

On March 2, 2023, Idaho Power Company (“Company”), and the Idaho Department of Parks and Recreation (“IDPR”) (together the “Parties” or individually “Party”) applied to the Commission for approval of an Asset Transfer Agreement between the Company and the IDPR (“Application”). As proposed, the Company would transfer service approximately 1.09 acres of land on Ritter Island (“Ritter Island”) to the IDPR. The Application outlines a process whereby the Company would transfer to IDPR<sup>1</sup> certain electric facilities currently owned and used by the Company at Ritter Island located in Gooding County, Idaho. The Parties request the Application be processed by Modified Procedure.

### STAFF RECOMMENDATIONS

Relative to authorizing the process described above, *Idaho Code* § 61-328 states the Commission “shall issue a public notice and *shall conduct a public hearing* upon the application” (emphasis added). To fulfill this statutory mandate, Staff recommends the Commission issue a Notice of Application, Notice of Modified Procedure, and Notice of Telephonic Public Hearing. Staff recommends establishing a May 3, 2023, public comment deadline, a May 10, 2023, Party

---

<sup>1</sup> IDPR would be receiving this conveyance “at zero cost to IDPR.” Application at 3. Section IV of the Application states: “The original cost of the 1.09 acres of land was \$504,985.48. To record the conveyance of the land, the original cost would be removed from FERC Account 101, Electric Plant-in-Service, with an offset to FERC Account 426.1, Donations.” *Id.* at 5.

reply comment deadline, and a telephonic public hearing on May 11, 2023, at 11:00 a.m. (local time).

### **COMMISSION DECISION**

Does the Commission wish to issue a Notice of Application, Notice of Modified Procedure, and Notice of Telephonic Public Hearing setting a May 3, 2023, public comment deadline, a May 10, 2023, Party reply deadline, and a telephonic public hearing on May 11, 2023, at 11:00 a.m. (local time)?



---

Michael Duval  
Deputy Attorney General

I:\Legal\ELECTRIC\IPC-E-23-07 Ritter\memos\IPCE2307\_memo\_md.docx

**BEFORE THE IDAHO PUBLIC UTILITIES COMMISSION**

**IN THE MATTER OF IDAHO POWER ) CASE NO. IPC-E-23-07**  
**COMPANY’S APPLICATION FOR AN )**  
**ORDER APPROVING THE TRANSFER OF ) NOTICE OF APPLICATION**  
**CERTAIN ASSETS ASSOCIATED WITH )**  
**RITTER ISLAND ) NOTICE OF**  
**) MODIFIED PROCEDURE**  
**)**  
**) NOTICE OF TELEPHONIC**  
**) PUBLIC HEARING**  
**)**  
**) ORDER NO. 35711**

---

On March 2, 2023, Idaho Power Company (“Company”), and the Idaho Department of Parks and Recreation (“IDPR”) (together the “Parties”) applied to the Commission for approval of an Asset Transfer Agreement between the Company and the IDPR (“Application”). As proposed, the Company would transfer approximately 1.09 acres of land on Ritter Island (“Ritter Island”) to the IDPR. The Application outlines a process whereby the Company would transfer to IDPR certain electric facilities currently owned and used by the Company at Ritter Island located in Gooding County, Idaho.

We now issue this Notice of Application, and establish dates for public and reply comments, and set the time and date for a Telephonic Public Hearing.

**BACKGROUND**

Ritter Island is located south of Hagerman, Idaho “near the Thousand Springs area of the Snake River.” Application at 2. The Company acquired approximately 1.09 acres of land on Ritter Island in 1989 “as part of a Federal Energy Regulatory Commission (“FERC”) required mitigation package” with the Company. *Id.* At the time, the property owned by the Company was part of a portion of land referred to collectively as the Thousand Springs Project (“TSP”); the TSP was owned by The Nature Conservancy (“TNC”). The Company cooperated with TNC in TNC’s purchase of the TSP. Accordingly, TNC conveyed two homesites and certain conservation easements to the Company. TNC later sold the TSP property to IDPR. The Company retained its easements and homesites. “In exchange for supporting Idaho Power’s [plan to buy lands around



the mid-Snake hydro facilities to meet the FERC’s aquatic habitat migration requirements], IDPR asked Idaho Power to relinquish the two homesites it owns on Ritter Island to IDPR, resulting in a win-win situation for Idaho Power and IDPR.” *Id.* at 3. The Company would still be able to utilize the conservation easement while addressing its aquatic habitat mitigation efforts.

The Company submits its Application for approval under the Idaho Electric Supplier Stabilization Act, *Idaho Code* §§ 61-332 *et. seq.*, and the electric utility asset transfer statute, *Idaho Code* § 61-328.<sup>1</sup>

### NOTICE OF APPLICATION

YOU ARE HEREBY NOTIFIED the Company states that the proposed conveyance was part of negotiations that led to the relicensing of the Company’s mid-Snake hydro facilities.

YOU ARE FURTHER NOTIFIED that the Company states IDPR would be receiving this conveyance “at zero cost to IDPR.” Application at 3. Section IV of the Application states: “The original cost of the 1.09 acres of land was \$504,985.48. To record the conveyance of the land, the original cost would be removed from FERC Account 101, Electric Plant-in-Service, with an offset to FERC Account 426.1, Donations.” *Id.* at 5.

YOU ARE FURTHER NOTIFIED the Company states that it is compliant with the three prongs of *Idaho Code* § 61-328(3) regarding asset transfers. The Company states the conveyance is in the public interest because the Company would otherwise have had to engage in costlier alternatives to obtain its mid-Snake hydro facility licenses; the Company states that the conveyance thus avoided an increase in the Company’s costs and ratepayers subsequent rates. The Company also notes that IDPR is a governmental entity that will have “the bona fide intent and financial ability to operate and maintain” the property for the public service. *Id.* at 5 (quoting *Idaho Code* § 61-328(3)(c)).

YOU ARE FURTHER NOTIFIED that the Application and Attachment No. 1 are available for public inspection during regular business hours at the Commission’s office. The Application and documents related to this case are also available on the Commission’s website at

---

<sup>1</sup> The Company requested that its Application be processed under Modified Procedure, Rule 201 *et seq.* See IDAPA 31.01.01.201 through .204. Typically, the use of Modified Procedure contemplates written submissions without a live public hearing. However, *Idaho Code* § 61-328 states the Commission “shall issue a public notice and *shall conduct a public hearing* upon the application (emphasis added).”

NOTICE OF APPLICATION

NOTICE OF MODIFIED PROCEDURE

NOTICE OF TELEPHONIC PUBLIC HEARING

ORDER NO. 35711

[www.puc.idaho.gov](http://www.puc.idaho.gov). Click on the “ELECTRIC” icon, select “Open Cases,” and click on the case number as shown on the front of this document.

YOU ARE FURTHER NOTIFIED that all proceedings in this matter will be conducted pursuant to the Commission’s Rules of Procedure, IDAPA 31.01.01.000 *et seq.*

YOU ARE FURTHER NOTIFIED that all proceedings in this case will be held pursuant to the Commission’s jurisdiction under Title 61 of the Idaho Code.

**NOTICE OF MODIFIED PROCEDURE**

YOU ARE FURTHER NOTIFIED that in addition to holding the statutorily required telephonic public hearing the Commission has determined it will review the case through written submissions under the Commission’s Rules of Modified Procedure Rules 201 through 204 of the Idaho Public Utilities Commission’s Rules of Procedure, IDAPA 31.01.01.201-204. The Commission notes that Modified Procedure and written comments have proven to be an effective means for obtaining public input and participation.

YOU ARE FURTHER NOTIFIED that persons desiring to state a position on this Application may file a written comment explaining why the person supports or opposes the Application. **Persons must file comments by May 3, 2023.** Comments must be filed through the Commission’s website or by e-mail unless computer access is unavailable. To comment electronically, please access the Commission’s home page at [www.puc.idaho.gov](http://www.puc.idaho.gov). Click the “Case Comment Form” and complete the form using the case number as it appears on the front of this document. To file by e-mail, the customer must e-mail the comments to the Commission Secretary and the Company at the e-mail addresses listed below. If computer access is unavailable, then comments may be mailed to the Commission and Company at these addresses:

**For the Commission:**

Commission Secretary  
Idaho Public Utilities Commission  
P.O. Box 83720  
Boise, ID 83720-0074  
[secretary@puc.idaho.gov](mailto:secretary@puc.idaho.gov)

**For the Company:**

Lisa D. Nordstrom  
Matt Larkin  
1221 W. Idaho Street (83702)  
P.O. Box 70  
Boise, ID 83707  
[lnordstrom@idahopower.com](mailto:lnordstrom@idahopower.com)  
[mlarkin@idahopower.com](mailto:mlarkin@idahopower.com)

Street Address for Express Mail:

[dockets@idahopower.com](mailto:dockets@idahopower.com)  
[energycontracts@idahopower.com](mailto:energycontracts@idahopower.com)

11331 W. Chinden Blvd.  
Building 8, Suite 201-A  
Boise, ID 83714

YOU ARE FURTHER NOTIFIED that **the Parties must file any reply comments by May 10, 2023.**

YOU ARE FURTHER NOTIFIED that if no written comments or protests are received within the time limit set, the Commission will consider this matter on its merits and enter its order accordingly. If written comments are received within the time limit set, the Commission will consider them in making its final decision.

#### NOTICE OF TELEPHONIC PUBLIC HEARING

YOU ARE FURTHER NOTIFIED that the Commission's Rules of Modified Procedure contemplate that a case will be processed by written submissions without the need for a public hearing. However, the Commission finds good cause to schedule a public hearing in this case because *Idaho Code* § 61-328, requires it.

YOU ARE FURTHER NOTIFIED that the Commission will conduct a public telephonic public hearing in this matter on **THURSDAY, MAY 11, 2023, AT 11:00 A.M. (local time)**. The purpose of the public hearing is to take testimony from members of the public and customers of the Company. To participate, interested persons can call **1-415-655-0001** shortly before the designated time, and enter the **meeting number 2451 727 1983** when prompted. Those planning to testify are encouraged to start calling in to the hearing at 10:45 a.m. (local time) on May 11, 2023.

YOU ARE FURTHER NOTIFIED that the telephonic hearing will meet accessibility requirements of the Americans with Disabilities Act. Persons needing the help of a sign language interpreter or other assistance to participate in or to understand testimony at a public hearing may ask the Commission to provide a sign language interpreter or other assistance at the hearing. The request for assistance must be received at least five working days before the hearing by contacting the Commission Secretary at:

IDAHO PUBLIC UTILITIES COMMISSION  
P.O. BOX 83720  
BOISE, IDAHO 83720-0074  
(208) 334-0338 (Telephone)  
(208) 334-3762 (FAX)  
[secretary@puc.idaho.gov](mailto:secretary@puc.idaho.gov)

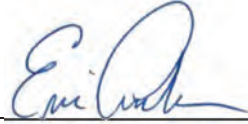
### **ORDER**

IT IS HEREBY ORDERED that the Company's Application be processed by Modified Procedure, Rules 201-204. IDAPA 31.01.01.201 through .204. Persons interested in submitting written comments must do so by **May 3, 2023**. The Parties must file any reply comments by **May 10, 2023**.

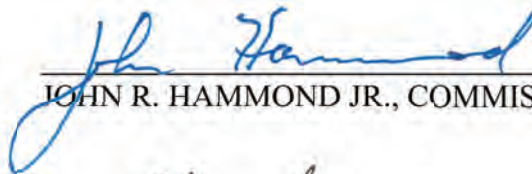
IT IS FURTHER ORDERED that a telephonic public hearing be held on the Company's Application on **Thursday, May 11, 2023, at 11:00 A.M. (local time)**.

IT IS FURTHER ORDERED that parties comply with Order No. 35375, issued April 21, 2022. Generally, all pleadings should be filed with the Commission electronically and will be deemed timely filed when received by the Commission Secretary. *See* Rule 14.02. Service between parties should continue to be accomplished electronically when possible. However, voluminous discovery-related documents may be filed and served on CD-ROM or a USB flash drive.

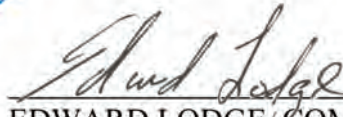
DONE by Order of the Idaho Public Utilities Commission at Boise, Idaho this 22<sup>nd</sup> day of March 2023.



ERIC ANDERSON, PRESIDENT

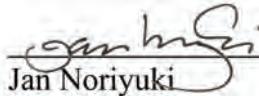


JOHN R. HAMMOND JR., COMMISSIONER



EDWARD LODGE, COMMISSIONER

ATTEST:



Jan Noriyuki  
Commission Secretary

I:\Legal\ELECTRIC\PC-E-23-07 Ritter\orders\PCPE2307\_Ntc\_App\_Mod\_Tele\_md.docx

**From:** PUCWeb Notification <[Do.Not.Reply@puc.idaho.gov](mailto:Do.Not.Reply@puc.idaho.gov)>  
**Sent:** Sunday, April 16, 2023 7:01 AM  
**To:** Jan Noriyuki <[jan.noriyuki@puc.idaho.gov](mailto:jan.noriyuki@puc.idaho.gov)>  
**Subject:** Notice: A comment was submitted to PUCWeb

The following comment was submitted via PUCWeb:

Name: Norman Enz  
Submission Time: Apr 16 2023 5:32AM  
Email: [Enznorman@gmail.com](mailto:Enznorman@gmail.com)  
Telephone: 208-801-1485  
Address: 835 N 28th St  
Boise , ID 83702

Name of Utility Company: Idaho public power

Case ID: IPC-E-23-07

Comment: "I feel with the release of these asset valued at (original cost of the 1.09 acres of land was \$504,985.48), which I am sure has gone up in value and with the impending increase in consumer and business cost for this basic necessity will help the case with the commission for the increase in services. This should not be on the consumers to have to pay for them lossing (transferring) this asset as they will more than likely show this as a loss on there accounting records,thus solidifying there position as having loss asset to there bottom to prove they deserve the increase in electric prices, which I don't support."

-----

[\[Open in the PUC Intranet application\]](#)



## Idaho Public Utilities Commission

P.O. Box 83720, Boise, ID 83720-0074

Brad Little, Governor

Eric Anderson, President

John R. Hammond, Jr., Commissioner

Edward Lodge, Commissioner

Case No. IPC-E-23-07  
Order No. 35711  
Contact: Adam Rush  
Office: (208) 334-0339  
E-mail: [adam.rush@puc.idaho.gov](mailto:adam.rush@puc.idaho.gov)

**NEWS RELEASE:** Commission schedules public hearing on proposed transfer of land from Idaho Power to Parks and Recreation

**BOISE (May 1, 2023)** – The Idaho Public Utilities Commission is hosting a telephonic public hearing on May 11 to take formal testimony on an Idaho Power application to transfer land on Ritter Island to the Idaho Department of Parks and Recreation.

The application asks for approval from the commission to transfer 1.09 acres of land on the island, which is located along the Snake River and is part of the Thousand Springs State Park. The proposed asset transfer is part of negotiations that ultimately led to the relicensing of Idaho Power Company’s mid-Snake hydro facilities. This proposal arose, in part, due to the understanding that the asset transfer would assist with aquatic habitat mitigation requirements.

Those interested in submitting testimony for the record are asked to call 1-415-655-0001, and enter meeting number 2451 727 1983 when prompted shortly before 11:00 a.m. (MDT) on Thursday, May 11. Testimony also can be submitted in person at the commission, 11331 W. Chinden Boulevard, Building 8, Suite 201-A.

The commission is accepting written comments on the proposed transfer until May 3, 2023. Comments are required to be filed through the commission’s website or by e-mail unless computer access is not available. To comment electronically, please visit the commission’s webpage at [puc.idaho.gov](http://puc.idaho.gov). Please click on the “Case Comment Form” link on the upper left side of the page and use case number IPC-E-23-07 when filling out the form.

If submitting comments using e-mail, comments are required to be sent to the commission and Idaho Power at the e-mail addresses listed below. If computer access is not available, comments can be mailed to the commission and Idaho Power at these addresses:

For the Commission:

Commission Secretary  
Idaho Public Utilities Commission

P.O. Box 83720  
Boise, ID 83720-0074  
secretary@puc.idaho.gov

For Idaho Power:

Lisa D. Nordstrom  
Matt Larkin  
1221 W. Idaho Street (83702)  
P.O. Box 70  
Boise, ID 83707  
lnordstrom@idahopower.com  
[mlarkin@idahopower.com](mailto:mlarkin@idahopower.com)

Additional information can be found at: [puc.idaho.gov/case/Details/6999](http://puc.idaho.gov/case/Details/6999).



MICHAEL DUVAL  
DEPUTY ATTORNEY GENERAL  
IDAHO PUBLIC UTILITIES COMMISSION  
PO BOX 83720  
BOISE, IDAHO 83720-0074  
(208) 334-0320  
IDAHO BAR NO. 11714

RECEIVED  
MAY -3 AM 10:39  
IDAHO PUBLIC  
UTILITIES COMMISSION

Street Address for Express Mail:  
11331 W CHINDEN BLVD, BLDG 8, SUITE 201-A  
BOISE, ID 83714

Attorney for the Commission Staff

**BEFORE THE IDAHO PUBLIC UTILITIES COMMISSION**

**IN THE MATTER OF IDAHO POWER )**  
**COMPANY'S APPLICATION FOR AN )** **CASE NO. IPC-E-23-07**  
**ORDER APPROVING THE TRANSFER OF )**  
**CERTAIN ASSETS ASSOCIATED WITH )** **COMMENTS OF THE**  
**RITTER ISLAND )** **COMMISSION STAFF**  
**)**

---

**STAFF OF** the Idaho Public Utilities Commission, by and through its Attorney of record, Michael Duval, Deputy Attorney General, submits the following comments.

**BACKGROUND**

On March 2, 2023, Idaho Power Company (“Company”) applied to the Commission for approval of an Asset Transfer Agreement between the Company and the Idaho Department of Parks and Recreation (“IDPR”) (“Application”). As proposed, the Company would transfer approximately 1.09 acres of land on Ritter Island (“Ritter Island”) to the IDPR.

Ritter Island is located south of Hagerman, Idaho “near the Thousand Springs area of the Snake River.” Application at 2. The Company acquired approximately 1.09 acres of land on Ritter Island in 1989 “as part of a Federal Energy Regulatory Commission (“FERC”) required mitigation package” with the Company. *Id.* At the time, the property owned by the Company was part of a portion of land referred to collectively as the Thousand Springs Project (“TSP”); the TSP was owned by The Nature Conservancy (“TNC”). The Company cooperated with TNC

in TNC's purchase of the TSP. Accordingly, TNC conveyed two homesites and certain conservation easements to the Company. TNC later sold the TSP property to IDPR. The Company retained its easements and homesites. "In exchange for supporting Idaho Power's [plan to buy lands around the mid-Snake hydro facilities to meet the FERC's aquatic habitat migration requirements], IDPR asked Idaho Power to relinquish the two homesites it owns on Ritter Island to IDPR, resulting in a win-win situation for Idaho Power and IDPR." *Id.* at 3. The Company would still be able to utilize the conservation easement while addressing its aquatic habitat mitigation efforts. The Company states that the proposed conveyance was part of negotiations that led to the relicensing of the Company's mid-Snake hydro facilities.

The Company submitted its Application for approval under the Idaho Electric Supplier Stabilization Act, *Idaho Code* §§ 61-332 *et. seq.*, and the electric utility asset transfer statute, *Idaho Code* § 61-328.<sup>1</sup>

## STAFF ANALYSIS

Staff believes the Company's conveyance of 1.09 acres to IDPR is reasonable and should be approved by the Commission. The Company must obtain approval from the Commission before it sells or transfers ownership of any property that is located in Idaho and used in the generation, transmission, or distribution of electricity in Idaho. *Idaho Code* § 61-328.

Under *Idaho Code* § 61-328, the transfer or sale of assets must meet the following criteria:

1. The transaction must be consistent with the public interest;
2. The cost and rates for supplying service must not be increased because of the transaction; and
3. The Applicant for such acquisition or transfer has the bona fide intent and financial ability to operate and maintain said property in the public service.

Staff believes the proposed transaction is compliant with the three prongs of *Idaho Code* § 61-328(3) regarding asset transfers.

---

<sup>1</sup> The Company requested that its Application be processed under Modified Procedure, Rule 201 *et seq.* See IDAPA 31.01.01.201 through .204. Typically, the use of Modified Procedure contemplates written submissions without a live public hearing. However, *Idaho Code* § 61-328 states the Commission "shall issue a public notice and shall conduct a public hearing upon the application (emphasis added)."

### *Public Interest*

The transfer of Ritter Island is in the public interest because the Company would otherwise need to engage in costlier alternatives to obtain its mid-Snake hydro facility licenses. Idaho Power will retain the ability to utilize the existing conservation easements to satisfy increasing aquatic habitat mitigation requirements. Additionally, IDPR would become the sole owner of Ritter Island allowing the agency to obtain additional funding to expand its efforts on the island.

### *Rates to Provide Service Will Not Increase due to the Transaction*

The Company will remove the original cost of the land from Plant-In-Service with an offsetting entry in the Donations account. The land will be removed from rate base and customer rates will not be increased.

### *Bona Fide Intent*

The IDPR is a governmental entity that will have the bona fide intent and financial ability to operate and maintain the property for the public service. IDPR is currently maintaining all land on Ritter Island except for the parcels currently owned by the Company.

Staff has reviewed the proposed transaction and believes that it supports the intent of the electric utility asset transfer statutes.

### **Asset Valuation and Accounting Treatment**

The IDPR would receive this conveyance at zero cost. The original cost of the 1.09 acres of land was \$504,985.48. To record the conveyance of the land, the original cost would be removed from FERC Account 101, Electric Plant-in-Service, with an offset to FERC Account 426.1, Donations. The Company's proposed accounting treatment of the transfer removes the book value of the land from the Company's books.

Staff questioned the Company about the costs for the potential extended litigation for new licenses or acquiring other mitigation property, should this deal not be approved. The Company explained that they researched purchasing other properties in order to satisfy the mitigation requirements, and it would have cost at least \$2 million to acquire other land. The Company also explained that if no settlement can be reached, the other option besides purchasing

more land would be to implement run-of-river operations at the Mid-Snake hydro facilities, as opposed to their current load following program. Operating the facilities using run-of-river operations will cost the Company \$8.4 million more annually.

### **Public Comments and Public Hearing**

As of April 18, 2023, one customer comment has been submitted to the Commission. The customer was concerned about an increase in rates due to the transfer.

A telephonic Public Hearing will be held on May 11, 2023 at 11:00 AM.

### **STAFF RECOMMENDATION**

Staff believes that the proposed transfer of Ritter Island meets all the requirements of Idaho Code § 61-328. Staff recommends that the Commission approve the Company's Application and proposed accounting treatment for the transfer of Ritter Island from Idaho Power to IDPR as proposed.

Respectfully submitted this 3<sup>rd</sup> day of May 2023.



Michael Duval  
Deputy Attorney General

Technical Staff: Kevin Keyt  
Laura Conilogue

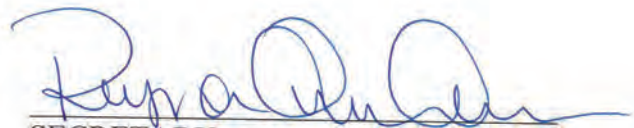
i:umise/comments/ipce23.07mdksk comments

## CERTIFICATE OF SERVICE

I HEREBY CERTIFY THAT I HAVE THIS 3<sup>rd</sup> DAY OF MAY 2023, SERVED THE FOREGOING **COMMENTS OF THE COMMISSION STAFF**, IN CASE NO. IPC-E-23-07, BY E-MAILING A COPY THEREOF, TO THE FOLLOWING:

LISA D NORDSTROM  
IDAHO POWER COMPANY  
PO BOX 70  
BOISE ID 83707-0070  
E-MAIL: [lnordstrom@idahopower.com](mailto:lnordstrom@idahopower.com)  
[dockets@idahopower.com](mailto:dockets@idahopower.com)

MATT LARKIN  
IDAHO POWER COMPANY  
PO BOX 70  
BOISE ID 83707-0070  
E-MAIL: [mlarkin@idahopower.com](mailto:mlarkin@idahopower.com)

  
SECRETARY

**BEFORE THE IDAHO PUBLIC UTILITIES COMMISSION**

**IN THE MATTER OF IDAHO POWER ) CASE NO. IPC-E-23-07**  
**COMPANY’S APPLICATION FOR AN )**  
**ORDER APPROVING THE TRANSFER OF )**  
**CERTAIN ASSETS ASSOCIATED WITH ) ORDER NO. 35854**  
**RITTER ISLAND )**  
**)**

---

On March 2, 2023, Idaho Power Company (“Company”), and the Idaho Department of Parks and Recreation (“IDPR”) (together the “Parties”) applied to the Idaho Public Utilities Commission (“Commission”) for approval of an asset transfer between the Company and IDPR (“Application”). As proposed, the Company would transfer approximately 1.09 acres of land on Ritter Island (“Ritter Island Parcel”) located in Gooding County, Idaho to IDPR.

On March 22, 2023, the Commission issued a Notice of Application, Notice of Modified Procedure, and Notice of Telephonic Hearing. Order No. 35711. The Commission held a telephonic hearing on May 11, 2023. No members of the public testified. The Commission Staff (“Staff”) filed comments supporting the Application. One written public comment was received. The Company did not file any reply comments. Based on our review of the record, the Commission now issues this final Order approving the Company’s Application.

**BACKGROUND**

Ritter Island is located south of Hagerman, Idaho on the Snake River in an area known as Thousand Springs. The Company acquired approximately 1.09 acres of land on Ritter Island in 1989 as part of a mitigation requirement from the Federal Energy Regulatory Commission (“FERC”). At the time, the property owned by the Company was part of a portion of land referred to collectively as the Thousand Springs Project (“TSP”); the TSP was owned by The Nature Conservancy (“TNC”). The Company cooperated with TNC in TNC’s purchase of the TSP. Accordingly, TNC conveyed two homesites and certain conservation easements to the Company. TNC later sold the TSP property to IDPR. The Company retained its easements and homesites.

**THE APPLICATION**

The Company stated that the proposed conveyance was part of negotiations that led to the FERC relicensing of the Company’s mid-Snake hydro facilities. IDPR asked the Company to transfer the Ritter Island Parcel to IDPR in exchange for supporting the Company’s plan to buy

lands around the mid-Snake hydro facilities to meet the FERC’s aquatic habitat migration requirements. If the transfer is approved, the Company would still be able to utilize the conservation easements while addressing its aquatic habitat mitigation efforts.

The Company stated IDPR would be receiving this conveyance as part of a settlement at no cost. Section IV of the Application noted that \$504,985.48—the original cost of the parcel—would be removed from FERC Account 101, Electric Plant-in-Service; this would be accounted for by a corresponding offset to FERC Account 426.1, Donations.

The Company stated that it is compliant with the three prongs of *Idaho Code* § 61-328(3) regarding asset transfers. The Company stated (1) the conveyance is in the public interest because the Company would otherwise have had to engage in costlier alternatives to obtain its mid-Snake hydro facility licenses; (2) the conveyance thus avoided an increase in the Company’s costs and customers’ subsequent rates; and (3) IDPR is a governmental entity that will be able to competently maintain its service to the public.

## THE COMMENTS

### *a. Staff Comments*

Staff evaluated the Company’s Application under *Idaho Code* § 61-328(3). Staff believed that the proposed asset transfer promotes the public interest because otherwise the Company would need to seek costlier alternatives to meet FERC requirements. Staff believed that the transfer will not increase the Customer’s rates because the land would be removed from rate base as a donation as described above. Finally, Staff believed that IDPR has the bona fide intent and financial ability to maintain the property because it is already maintaining the remaining land on Ritter Island. Accordingly, Staff believed the proposed asset transfer complies with *Idaho Code* § 61-328.

Staff believed that the asset transfer is more cost-effective than the Company’s foreseeable alternatives. The original cost of the Ritter Island Parcel was \$504,985.48. Staff noted that the Company stated that, were it not for the option of transferring the Ritter Island Parcel, the Company would have had to acquire other land (costing at least \$2 million) to fulfill FERC’s mitigation requirements for the Company. If the Company could not find an acceptable parcel to fulfill FERC’s requirements, the Company’s other option was to engage in run-of-river operations for the mid-Snake hydro facilities—which the Company estimated would cost \$8.4 million annually. Accordingly, Staff agreed with the Company that the transfer of the Ritter Island Parcel was the most cost-effective path forward.

***b. Public Comment***

One public comment was filed on April 17, 2023. In this Comment, concerns were raised that the transfer of the Ritter Island Parcel would be viewed, in the Company's accounting metrics, as a loss. It was argued that such a loss would then be used as justification by the Company to unnecessarily raise rates.

**COMMISSION FINDINGS AND DISCUSSION**

The Commission has jurisdiction over this matter under *Idaho Code* § 61-328. The Commission has reviewed the record, including the Application and comments. Specifically, as required by *Idaho Code* § 61-328(3), the Commission finds that the asset transfer is consistent with the public interest, will not increase the cost of rates for supplying service, and IDPR has the bona fide intent and financial ability to operate and maintain the relevant assets subject to transfer. The Commission also finds that reasons for approving this asset transfer are consistent with this Commission's relational in prior orders. Accordingly, we find it reasonable to approve the Application.

**ORDER**

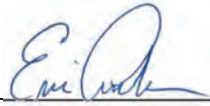
IT IS HEREBY ORDERED that the Company's Application is approved. The transfer of the Ritter Island Parcel from the Company to IDPR is approved, effective upon the issuance date of this Order.

THIS IS A FINAL ORDER. Any person interested in this Order may petition for reconsideration within twenty-one (21) days of the service date of this Order regarding any matter decided in this Order. Within seven (7) days after any person has petitioned for reconsideration, any other person may cross-petition for reconsideration. *See Idaho Code* § 61-626.

///



DONE by Order of the Idaho Public Utilities Commission at Boise, Idaho this 20<sup>th</sup> day of July 2023.



ERIC ANDERSON, PRESIDENT

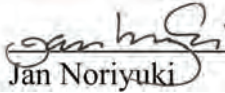


JOHN R. HAMMOND JR., COMMISSIONER



EDWARD LODGE, COMMISSIONER

ATTEST:



Jan Noriyuki  
Commission Secretary

I:\Legal\ELECTRIC\IPC-E-23-07 Ritter\orders\IPCE2307\_Final\_md.docx

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

**AGENDA ITEM**  
**Idaho Park and Recreation Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM:**                      New IDPR Policy 4100, Reserve Account  
**ACTION REQUIRED:**                      Approve New Policy 4100  
**PRESENTER:**                      Adam R. Zaragoza, Management Services Administrator

**PRESENTATION**

**BACKGROUND INFORMATION:**

In May 2023, the board was presented with IDPR’s preliminary FY2025 budget and then on June 12, 2023, the IDPR staff presented a detailed report of the entire IDPR budget. Much discussion occurred at both meetings about IDPR’s reserve account. Afterwards, staff felt it prudent to implement a policy regarding the Reserve Account. Attached is a proposed new IDPR policy setting a minimum free fund balance with reporting from IDPR’s financial officer.

**STAFF RECOMMENDATIONS:**

Staff recommends the Board accept the new Reserve Account policy 4100 as drafted.



## Reserve Account

Effective date: xxxx

Policy #: 4100

### 1.0 Purpose:

The purpose of this policy is to detail the Board directive relative to a cash balance reserve account.

### 2.0 Scope:

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

### 3.0 Responsibility:

The Financial Officer is the owner of this policy and is responsible for reviewing and updating the policy to reflect current laws, needs, and strategic initiatives. The Board must approve any amendment to this policy.

### 4.0 Definitions:

Board:	The Idaho Park and Recreation Board.
Director:	The Idaho Department of Parks and Recreation Director or designee.
Owner:	The designated individual listed within the “Responsibility” section (3.0) of each policy.
Free Fund Balance:	The balance of unrestricted cash (excluding amounts reserved for prior year encumbrances and/or capital development carryover) that remains after all current year, or projected appropriations are expended.

### 4.1 Administration of Reserve Account

It is the intent of the Board to reserve a minimum free fund balance of \$5 million in the Parks and Recreation Fund (fund 24300). The financial officer shall review the reserve account balance with the Board prior to any setting of the agency budget.

Approved by Board on xxxx.

#### 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 Quarterly Meeting**  
**August 16-17, 2023**  
**Lewiston, ID 83501**

**AGENDA ITEM:**                      Memorandum of Understanding (MOU) with the Idaho Transportation Department (ITD)  
Farragut State Park, Brig Road and SH54 Project

**ACTION REQUIRED:**                      Authorize Director to Sign the MOU

**PRESENTER:**                      Adam R. Zaragoza, Management Services Administrator

**PRESENTATION**

**BACKGROUND INFORMATION:**

In early 2023, the IDPR development staff learned that the Idaho Transportation Department (ITD) may have additional, unallocated funding within their program. Since, staff has been meeting with ITD about the benefits of contributing those unallocated funds to the Brig Road, SH 54 intersection project in Farragut State Park. This item is an action item for the Board to authorize the IDPR Director to sign the MOU.

The Farragut Brig renovation and intersection work has been in IDPR's plans since the concept was developed in 2017, and possibly even before. IDPR staff have started design for the Peterson Campground and included in that design is alternatives for the intersection. Construction of the campground is scheduled for the 2024 construction season. The intersection project would be part of IDPR's construction project.

The ITD Board heard from staff at their regular monthly meeting on July 19, 2023. The Resolution was unanimously approved by the ITD Board for \$1.8 million dollars. The \$1.8 million will be transferred from ITD to IDPR as early as the execution of the agreement. The money can be used for design or construction of the intersection and IDPR must comply with ITD's specifications for highway construction. IDPR's consultant engineer is ready to proceed with the design work, and, IDPR will be submitting this project as a spending authority request in the FY2025 budget.

**STAFF RECOMMENDATIONS:**

Staff recommends the Board authorize the IDPR Director to sign the Memorandum of Understanding with the Idaho Transportation Department for the SH 54 and Brig Road Intersection.

*Enc:     July 19, 2023 ITD Agenda and Resolution  
           Memorandum of Understanding*



# AGENDA

Regular Meeting of the  
Idaho Transportation Board

**July 19, 2023**

Idaho Chinden Campus  
11331 W. Chinden Blvd., Building 8  
Boise, Idaho

To listen:

Dial 1-415-655-0003 US Toll

- a. access code: 2466 243 0459
- b. meeting password: 1234

KEY:

ADM = Administration    COM = Communications/Highway Safety    CIEO = Innovation/Experience  
 DIR = Director            HWY = Highways

		Page #	Time*
	<b>1. TOUR CHINDEN CAMPUS, BUILDING 3</b>		<b>8:00</b>
<b>Action Item</b>	<b>2. CALL MEETING TO ORDER</b>		<b>9:15</b>
<b>Info Item</b>	<b>3. SAFETY SHARE: Business &amp; Support Manager Doane</b>		
<b>Action Item</b>	<b>4. BOARD MINUTES – June 14 - 15, 2023.....</b>	4	
<b>Info Item</b>	<b>5. BOARD MEETING DATES.....</b>	25	
	Next meeting is August 16 & 17 in Coeur d’Alene		
<b>Action Item</b>	<b>6. CONSENT CALENDAR.....</b>	26	
DIR	___ Trucking Advisory Council District 2 appointment.....	27	
DIR	___ Trucking Advisory Council District 5 appointment.....	28	
HWY	___ Freight Advisory Committee District 2 appointment.....	29	
HWY	___ Local Highway Technical Assistance Council local program additions.....	30	
HWY	___ Contracts award .....	32	
HWY	___ Contracts to reject.....	39	
HWY	___ Modify the Rail-Highway Crossing Program .....	45A	
<b>Info Items</b>	<b>7. INFORMATIONAL CALENDAR</b>		
DIR	___ FY23 Division of Financial Management (DFM) Performance Report.....	46	
HWY	___ Contract award information and current advertisements.....	51	
HWY	___ Professional services agreements and term agreement work tasks report .....	55	
ADM	___ Annual report of activities to the Board of Examiners.....	67	

\*All listed times are in MDT and are estimates only. The Board reserves the right to move agenda items and adjust the time schedule. The meeting is open to the public, except for the executive session.

-Attendance is mandatory and lunch cannot be claimed on per diem.



July 19, 2023  
Page 2 of 3

July 19, 2023  
Boise, Idaho

Page #      Time

**Informational Calendar Items**

ADM	___	Non-Construction professional service contracts.....	68	
ADM	___	Monthly report of federal formula program funding through June 29.....	69	
ADM	___	State Fiscal Year 2023 financial statements .....	71	

**8. BOARD REPORT:** Vice Chair DeLorenzo **9:25**

**9. DIRECTOR’S MONTHLY REPORT:** Director Stokes **9:30**

**10. AGENDA ITEMS**

**Action Items**

HWY \_\_\_ Agreement authority to exceed limit for I-84, Karcher Interchange ..... 93 **9:50**  
Crider (Resolution on page 95)

HWY \_\_\_ Agreement authority to exceed limit for US-95, Thorn Creek Road to Moscow .. 96 **9:55**  
Crider (Resolution on page 97)

HWY \_\_\_ Board Unallocated Funding for SH-54, Farragut State Park project..... 98 **10:00**  
Allen (Resolution on page 101)

**Information Items**

HWY \_\_\_ Transportation Expansion & Congestion Mitigation bond drawdown summary .. 102 **10:10**  
Schroeder

HWY \_\_\_ Annual traffic volumes update. .... 104 **10:25**  
Pridmore

DIR \_\_\_ Department of Motor Vehicles’ (DMV) operations update..... 105 **10:35**  
McClellan

**Action Items**

COM \_\_\_ 2024 ITD draft agency legislation..... 106 **10:50**  
Cameron/Goeke (Resolution on page 120)

COM \_\_\_ Office of Highway Safety’s FFY24 Annual Grant Application ..... 121 **11:05**  
Middleton (Resolution on page 122)

**Information Items**

COM \_\_\_ Idaho Traffic Safety Commission’s annual report ..... 123 **11:15**  
Middleton

\*All listed times are in MDT and are estimates only. The Board reserves the right to move agenda items and adjust the time schedule. The meeting is open to the public, except for the executive session.

-Attendance is mandatory and lunch cannot be claimed on per diem.



July 19, 2023  
Boise, Idaho

Page #

Time

**11. AGENDA ITEMS (CON'T)**

**Information Items**

COM \_\_\_ Mother's Against Drunk Driving court monitoring project..... 124 **11:25**  
Losness/MADD

HWYS \_\_\_ Inflation and rising construction cost trends update..... 124A **11:40**  
McElhinney/Kuisti

**Action Item**

DIR \_\_\_ Big Creek Four airstrips..... 125 **11:50**  
Mahoney (Resolution on page 126)

**12. BOARD PHOTO (American Falls Conference Room) 12:10**

**13. EXECUTIVE SESSION (Canyon Creek Conference Room) 12:30**

PERSONNEL ISSUES [SECTION 74-206(a), (b)]

LEGAL ISSUES [SECTION 74-206(c), (d), (f)]

**Action Item**

HWY \_\_\_ Administrative settlement over \$200,000..... 128 **1:45**  
Pond (Resolution on page 129)

**14. ADJOURNMENT (estimated time) 2:00**

\*All listed times are in MDT and are estimates only. The Board reserves the right to move agenda items and adjust the time schedule. The meeting is open to the public, except for the executive session.

-Attendance is mandatory and lunch cannot be claimed on per diem.



# Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date 07/19/2023

Consent Item  Information Item  Amount of Presentation Time Needed 10 Minutes

Presenter's Name Damon L. Allen	Presenter's Title District Engineer	Initials DA	Reviewed By LSS
Preparer's Name Robert Beachler	Preparer's Title Program Manager	Initials RB	

## Subject

Request for Board Unallocated Funds improvements along SH-54, Farragut State Park		
Key Number	District 1	Route Number 54

## Background Information

Idaho Department of Parks and Recreation is developing a large group campground project on Peterson Loop, north of SH-54 in Farragut State Park. The campground project will access SH-54 at Brig Road, which is also planned to become the intersection for the new Visitor's Center and main entrance to the park. Therefore, the intersection of SH-54/Brig Road is an important intersection to both the State Highway and the park transportation network. The Park is requesting funding assistance from ITD to support engineering design, construction, and construction engineering of this project.

The project cost share for ITD is approximately \$1.8 million. Project location and extents are identified in the attached map. Construction is planned for 2024 construction season.

If funded, ITD and Farragut State Park would enter into a state and local agreement and the Park would perform all work under one contract. ITD would review and approve the design of the intersection improvements, and specifications of the roadwork.

## Recommendations

Approve expenditure of \$1.8 million for ITD's share of project with FY24 Board Unallocated funds, and add a project to FY24 of the FY23-29 ITIP to fund the project. Resolution page 101.

## Board Action

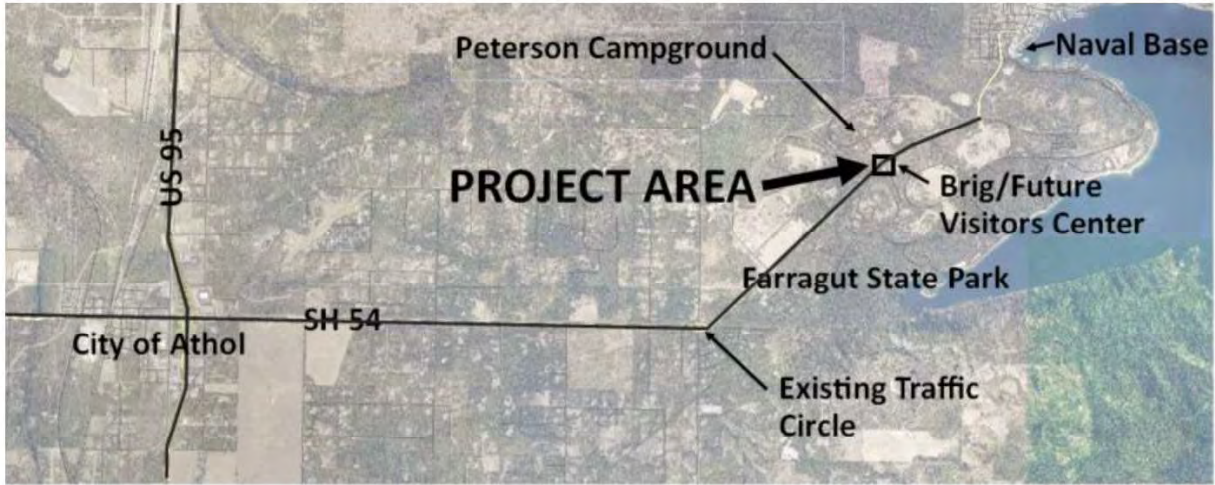
Approved     Deferred \_\_\_\_\_

Other \_\_\_\_\_

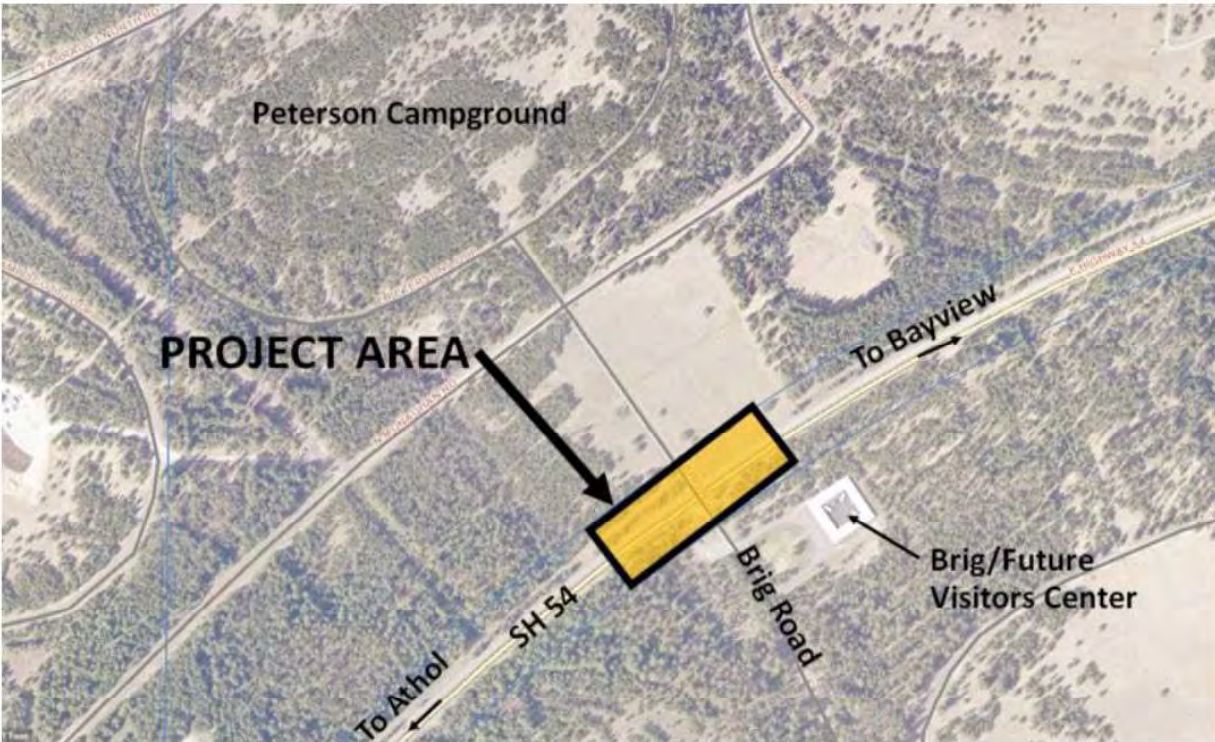


# SH-54 & Brig Road Project Location

## Exhibit



Vicinity Map



Project Limits

**IDAHO TRANSPORTATION BOARD  
STATE FUNDED UNALLOCATED ACCOUNT**

**State Fiscal Year 2024**

as of June 30, 2023, following Board approval

<b>Beginning Balance</b>					<b>\$ 10,000,000</b>
<u>Date</u>	<u>District</u>	<u>Key No.</u>	<u>Project Route, Name</u>	<u>Cost</u>	
06/15/23	3	24338	SH 55, SIDEWALK & DRAINAGE DESIGN, HORSESHOE BEND	\$	500,000
REQUEST	1	NEW	SH 54, FARRAGUT STATE PARK IMPROVEMENTS	\$	1,800,000
Total					\$ 2,300,000
<b>Ending Balance</b>					<b>\$ 7,700,000</b>

RES. NO. WHEREAS, the Idaho Transportation Board is authorized to expend funds appropriated for construction, maintenance, and improvement of state highways; and

WHEREAS, the Board is charged with considering the safety and convenience of the highway users; and

WHEREAS, that ITD will enter into a state/local agreement to share project costs with Idaho Department of Parks and Recreation, Farragut State Park for intersection improvements and roadwork portion of the project.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves \$1.8 million funding for the ITD portion of the project from the FY24 Board Unallocated Fund, and to add a project to FY24 of the FY23-29 ITIP to fund the project.

*BE IT FURTHER RESOLVED*, that the Board authorizes staff to enter into an agreement with the Idaho Department of Parks and Recreation, Farragut State Park for the completion of the SH-54 and Brig Road intersection improvements project.

COOPERATIVE AGREEMENT  
SH-54 & BRIG ROAD INTERSECTION IMPROVEMENTS,  
FARRAGUT STATE PARK,  
KOOTENAI COUNTY  
KEY NO. 24373

PARTIES

THIS COOPERATIVE AGREEMENT is made and entered into this 14<sup>th</sup> day of August, 2023, by and between the IDAHO TRANSPORTATION DEPARTMENT, hereafter called ITD, and the IDAHO DEPARTMENT OF PARKS AND RECREATION, FARRAGUT STATE PARK hereafter called the Park.

PURPOSE

ITD has programmed a project for the purpose of intersection improvements on SH-54 and Brig Road from mile post 13.6 to mile post 14.0. This Agreement will set out the terms and conditions for the work, standards and materials, and funding.

Authority for this Agreement is established by Section 40-317, Idaho Code and Section 67-4223(2), Idaho Code.

SECTION I. That ITD will:

1. Upon execution of this Agreement, pay the Park the lump sum of \$1,800,000.00, to be ITD's portion of cost for materials and labor for intersection improvements.
2. Designate personnel, as ITD deems necessary, to inspect the improvements to SH-54 and Brig Road in accordance with the plans and specifications.

SECTION II. That the Park will:

1. Program construction of intersection improvements on SH-54 and Brig Road as described in the Purpose Section above and execute all necessary agreements and permits.
2. Provide any additional labor, materials and funding not provided by ITD to make improvements to portions of SH-54 and Brig Road.
3. Provide ITD with construction plans which meet ITD's Standard Specifications for Highway Construction, 2018 Edition to review, and allow ITD to approve such plans prior to the commencement of construction.
4. Notify ITD of any planned changes or modification to the approved plans.
5. Notify ITD when roadway improvements are complete. Allow ITD to inspect the road upon completion and agree to correct or fix any issues related to construction that do not meet ITD standards.
6. Ensure SH-54 is safe and passable for highway traffic detoured during construction.

SECTION III. It is agreed that:

1. ITD and the Park will pay their portion of the project costs upon execution of this Agreement.
2. Sufficient Appropriation. It is understood and agreed that ITD and the Park are governmental agencies, and this Agreement shall in no way be construed so as to bind or obligate ITD or the Park beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. ITD and the Park reserve the right to terminate this Agreement if, in either agency's sole judgement, the Federal Government or legislature of the State of Idaho fails, neglects, or refuses to appropriate sufficient funds as may be required for ITD or the Park. Any such termination shall take effect

immediately upon notice and be otherwise effective as provided in this Agreement.

3. This Agreement shall become effective on the first date mentioned above and shall remain in full force and effect until amended or replaced upon the mutual consent of ITD and the Park.

[The remainder of this page is intentionally left blank.]

EXECUTION

This Agreement is executed for ITD by its District Engineer, and executed for the Park, by its Director, both of whom are authorized signatories for their respective agencies.

IDAHO TRANSPORTATION DEPARTMENT



\_\_\_\_\_  
Damon Allen, P.E.  
District Engineer

IDAHO DEPARTMENT OF PARKS AND  
RECREATION

\_\_\_\_\_  
Susan E. Buxton  
Director



## Communications Memo

### August 2023 Program Report

Craig Quintana, Public Information Officer, Sr.

#### Accomplishments & Tasks Underway

##### Media/Marketing/Advertising/Outreach

- The Challis Hot Springs Rededication on May 3<sup>rd</sup> was a big success, drawing a large crowd and getting great media coverage. Communications handled the planning and logistics, including the invitations, event details, media, public outreach and coordination with the Hammond family.



- A month later, the dedication of the new Bruneau Dunes Observatory, coordinated by Communications, also drew a nice crowd and a slew of positive media. Leading up to the event, we worked with Bryce Bealba, Bruneau manager, for an interview on Boise State Radio's "Idaho Matters" show, which went well and got some additional publicity.



well as the information about the parks and the activities to be found at each.

- In June, we initiated a redesign of the park guide, hiring Ward Hooper, who has been IDPR's resident artist, creating our park logos and posters. The guide's focus will be expanded to include information about our rec programs, giving the public the basics on boating, off-roading, snowmobiling and non-motorized trail use as





- A couple of our news releases generated positive and plentiful coverage:
  - May 26, 2023 - [New Observatory at Bruneau Dunes State Park to be Dedicated on June 1, 2023 Featuring Idaho's largest and Most Capable Telescope](#)
  - May 1, 2023 - [Historic Hot Springs Becomes Part of Land of the Yankee Fork State Park](#)
  - June 1, 2023 - [Join Us for RecFest 2023 and Eagle Island's 40<sup>th</sup> Anniversary Celebration](#)
- **Social Media Engagement** – Between all park and recreation pages, the agency has 171,166 followers on Facebook, still the world's largest outlet. Together, our social channels reached 1,227,255 people (in just two months!) and interacted with over 123,000 people. The agency also has 100,874 followers on the combined Instagram accounts, with the majority of those being with @CityofRocksNPS, which has over 64,000 followers.
  - Several parks have added Instagram accounts to their repertoire, including the Ashton-Tetonia Trail, Priest Lake, and Massacre Rocks.
- **Mind Your Wake 2023** – The Mind Your Wake campaign returned for the summer of 2023 with



a Life Jacket Safety edition and started with \$1,000 on Facebook, using video footage created by Chelsea Chambers and paid videography by Steve Simkins, a video pro. This campaign will continue throughout the summer with a \$90,000 traditional-and-social media buy from the Boating Program. We anticipate this campaign will be viewed more than seven million times via radio, television, and digital marketing (ad spots on YouTube, Hulu, etc.). The campaign has been well-received by

the public and continues to promote our mission of safe, responsible recreation.

### Sponsors and Partners

- The combo of RecFest and the 40<sup>th</sup> anniversary of Eagle Island becoming a state park played well on June 3, with a decent crowd showing up for the anniversary and a couple of hundred folks dropping by the day-long celebration of outdoor activities and access. Chelsea (pictured in Ch. 7 KTVB interview) led the effort, coordinating with park staff and the Rec Bureau. Partners included Bureau of Land Management, Idaho Falconers, U.S. Fish and Wildlife Service, the Idaho Department of Fish and Game, the Ada County Sheriff's Office, the U.S. Coast Guard, and others.
- We supported Director Buxton for her well-received talk to the City Club on June 15, including an Idaho Matters interview on Boise State Public Radio two



days before. The event was a partnership with the Idaho Environmental Forum.

- Communications is talking to [Together Outdoors](#), a coalition of land managers and other recreation partners that champion diversity and inclusion, about partnering to become more welcoming to under-represented communities. Chelsea and Lupe will take their introductory course this August 2023, entitled Elevate Outdoors.

- Continuing to work with the Idaho Commission for Libraries on the Summer Reading Program passes. More than 60,000 passes are distributed through the state library system.

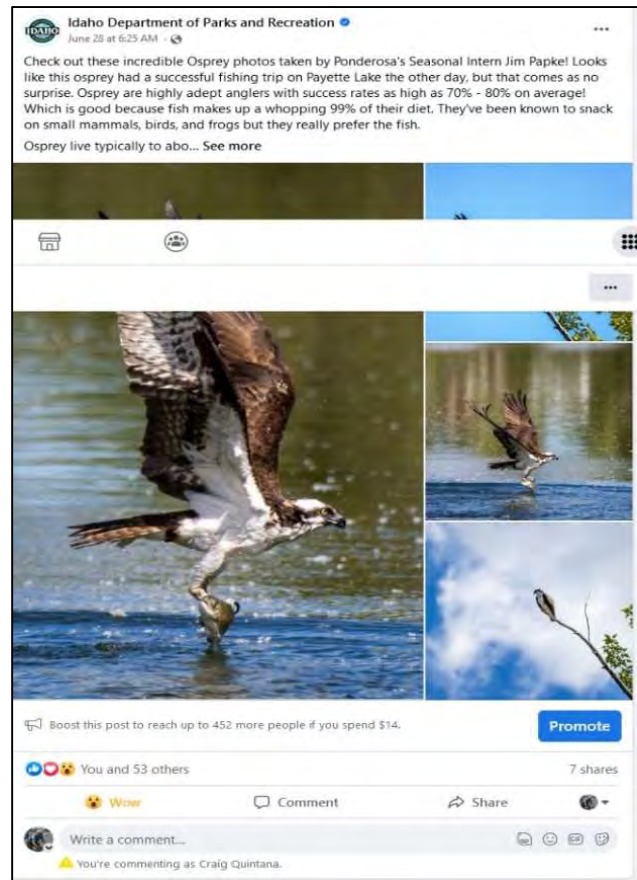
- Department of Commerce/Tourism and IDPR's Ranger Talks social media series. Two videos have been put out so far, totaling more than 70,000 plays. The first two are: [Thousand Springs](#) & [Bruneau Dunes](#). Chelsea and her colleague at Commerce, Cristin Wondergem, plan to visit and highlight all parks within two years.

- ITD and IDPR *Roads to Recreation* social media campaign, which makes a link between our parks and the transportation system that connects them to visitors.

- Working with the Idaho Heritage Trust on the annual IDPR/IHT calendar. The 2024 calendar should be available by October 2023 at the latest. In conjunction with the calendar, IDPR is working with IHT and the Idaho Public Television to create a legacy/coffee table book for the America250 celebration in 2026. Planning begins in July 2023.

- Project Learning Tree continues to participate in all interpretation trainings and provides free resources, including activity guides, for all parks.

- The Idaho Fish and Game Loaner Fishing Rod program continues to grow into more parks.



### Miscellaneous/Reminders/Follow-Up

- We continue to partner 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.

- Continuing work with Idaho Commerce and Madden Media to produce a new educational video for the Old Mission, one we would like to finish in coming months.
- Seeking general fundraising and relationship building opportunities.
- Facilitating all agency-related information requests (Idaho Public Records Act) and serving as primary media contacts.
- Producing miscellaneous agency brochure revisions, news releases, web updates, and social media posts, etc.
- Handling special projects as needed – presentations, legislative needs, talking points, speeches, graphics, printing jobs, and web updates.

### **Interpretation**

- The Communications duo continues to facilitate and coordinate the agency's statewide interpretive efforts.
- The Interp team is currently working on:
  - Redesigning the Junior Ranger guide and program to make it more simple, inclusive, and affordable for the agency.
  - The expansion of the Experience Idaho Loaner Backpack program (Eagle Island and Bear Lake were added to the rotation in 2023; Priest Lake expanded their program and now has backpacks at both Lionhead and their visitor center
  - Planning 2024 Natural Resource Inventory lists for all parks
  - Interpretive theme creations for each park
  - Creation of the Interp Sharepoint Landing page, which holds pre-planned activities and other resources such as points of contact for various programs such as the regional master naturalists.
  - Redesigning signage for Old Mission and Massacre Rocks



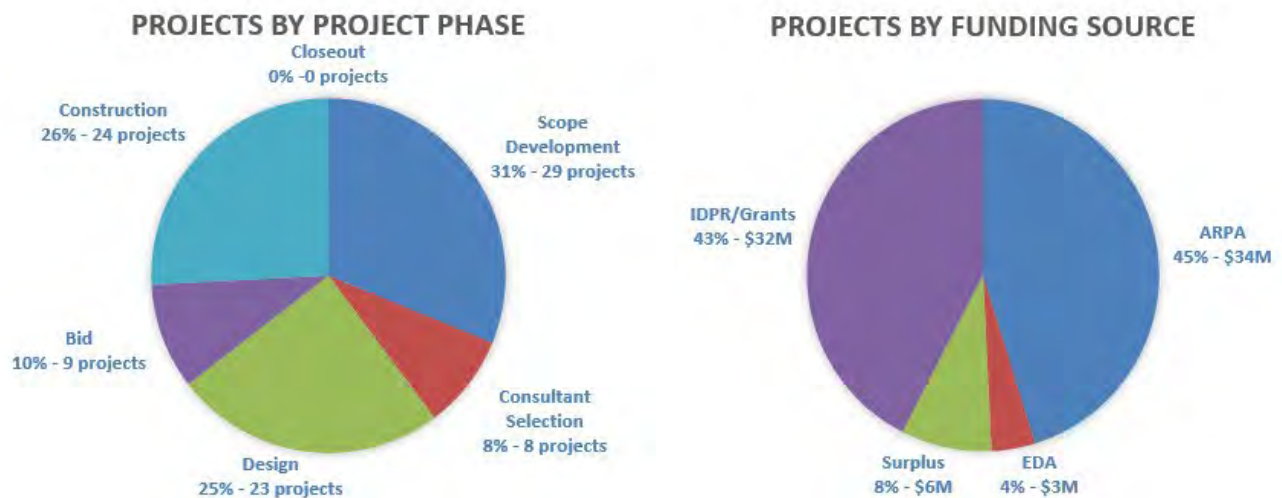
## April - May - June 2023

### DEVELOPMENT BUREAU

Bureau Chief - Melanie Schuster

### GENERAL UPDATE

With summer here, the construction season is in full swing with numerous projects starting construction right after Labor Day. The Development Bureau is currently managing 93 active projects totaling over \$75 million. With the influx of \$70 million in Surplus Funding for Deferred Maintenance, the Development team is already moving forward with \$30 million in projects classified at Tier 1 projects which has so far created 14 new projects. The charts below illustrate where projects currently are in the development process by project phase and funding source.



A great celebration was held at Bruneau Dunes on June 1<sup>st</sup> for the opening of the new Observatory. The Pink House at Ritter Island is also ready for a breaking-in period so contact the park if you are interested in a unique overnight stay right on the river. The long-awaited Eagle Island RV campground will be starting construction in August with Ponderosa Blackberry Water and Electric Upgrades, Harriman Ranch Office Rehab, and Ponderosa Kokanee Cove Seasonal Housing starting right after Labor Day. Progress is being made on several of our historic buildings. Both the Calf Barn at Eagle Island and the Stamp Mill at Bayhorse have been inspected by structural engineering teams and have been judged to be in better condition than they appear which is great news. In July a Design-Build Team will be evaluating the historic structures at Harriman in the first step of a large reroofing project. As you always hear me say, keeping a roof on a structure is the most important thing we can do to prolong the life of a building. We have now spent close to \$7 Million in ARPA funds with over \$8 Million currently under contract. We are in the process of kicking off seventeen new FY24 projects as well as continually rolling out new deferred maintenance projects from the Surplus funding.



\*Note that some numbers may be off due to year end access to financial systems and transition to LUMA

IDPR ARPA TRACKING - July 2022 to December 2026										
										updated 7/20/23
Project #	Park	Project Name	Earmarked Budget	Allocated Budget	Obligated Budget	Expended as of 6/29/2023	Planned Start Date	Actual Start Date	Planned Completion	Actual Completion
	Statewide	Day Use Area Development	\$400,000	\$0	\$0	\$0	Aug 2023		Dec 2025	
300035	Statewide	Statewide Employee Housing	\$1,200,000	\$1,200,000	\$0	\$0	Aug 2023		Dec 2025	
300036	Statewide	Road & Bridge	\$1,500,000	\$1,000,000	\$31,400	\$13,907	Jan 2023	Jan 2023	Dec 2025	
300037	North Region	Minor Maintenance	\$435,000	\$185,000	\$81,441	\$58,428	July 2022	July 2022	Dec 2025	
300038	South Region	Minor Maintenance	\$500,000	\$250,000	\$185,095	\$57,167	July 2022	July 2022	Dec 2025	
300039	East Region	Minor Maintenance	\$500,000	\$125,000	\$45,916	\$45,916	Aug 2023	April 2023	Dec 2025	
300040	DWO/PRI	North Region Vault Toilets	\$320,000	\$320,000	\$0	\$0	Aug 2023		Dec 2023	
310112	Priest Lake	Priest Lake CG Electric & Water Upgrades	\$650,000	\$650,000	\$606,000	\$546,271	Sept 2022	Sept 2022	June 2023	June 2023
310333	Round Lake	Tree House Camping	\$800,000	\$800,000	\$0	\$0	Aug 2023		Dec 2024	
310413	TCDA	TCDA Bike-in Campsites	\$750,000	\$750,000	\$49,920	\$960	April 2023	June 2023	Dec 2024	
310531	Farragut	Peterson Group Camp	\$3,000,000	\$200,000	\$242,881	\$91	Feb 2023	Feb 2023	June 2025	
310532	Farragut	Buttonhook Bay Improvements &	\$700,000	\$400,000	\$0	\$0	Aug 2023		Dec 2024	
310611	Old Mission	Pathway Repairs and ADA Access	\$250,000	\$0	\$0	\$0	Sept 2023		Dec 2023	
310731	Mowry	Campground Development	\$1,000,000	\$200,000	\$20,224	\$20,224	Dec 2023		Dec 2025	
310815	Heyburn	Lakeview Cottage Renovations	\$68,000	\$68,000	\$66,500	\$56,497	Jan 2023	Jan 2023	May 2023	
310816	Heyburn	Rocky Point Lodge Parking Lot	\$100,000	\$100,000	\$75,000	\$29,122	Sept 2022	Sept 2022	Nov 2023	
310831	Heyburn	Wastewater Facility Repairs	\$3,000,000	\$500,000	\$422,562	\$338,896	Jan 2023	Jan 2023	Dec 2025	
310832	Heyburn	Replace Rocky Point Docks for Boat Garages	\$2,000,000	\$200,000	\$0	\$87	April 2023	May 2023	Dec 2024	
310931	CDA Parkway	Higgins Point Improvements	\$65,000	\$65,000	\$2,000	\$1,611	March 2023	March 2023	Dec 2024	
320215	Dworshak	Freeman Creek Phase 2	\$600,000	\$0	\$0	\$0	April 2023	April 2023	Dec 2023	
320233	Dworshak	Surface Water Intake	\$1,800,000	\$200,000	\$219,305	\$0	May 2023	May 2023	Dec 2025	
320312	Hells Gate	Hells Gate Marina Restroom	\$150,000	\$150,000	\$150,000	\$75,688	Jan 2023	Jan 2023	May 2023	
320392	Hells Gate	Marina Dock Replacement Ph 2	\$1,000,000	\$700,000	\$660,000	\$285,493	July 2023	July 2023	Dec 2024	
320396	Hells Gate	Bike-in Camping	\$500,000	\$500,000	\$17,000	\$0	April 2023	June 2023	Dec 2024	
320531	Winchester	New Yurts	\$200,000	\$200,000	\$2,688	\$0	Feb 2023	Jan 2023	Dec 2024	
330133	Ponderosa	Kokanee Cove Renovations	\$2,500,000	\$500,000	\$414,152	\$152,014	Sept 2023	Sept 2023	Dec 2025	
330231	Eagle Island	RV Campground	\$200,000	\$200,000	\$134,736	\$137,417	Jan 2023	Jan 2023	Dec 2024	
330233	Eagle Island	Calf Barn Reroof & Building	\$400,000	\$400,000	\$35,000	\$62	March 2023	April 2023	Dec 2023	
330432	Idaho City	Backcountry Yurt System	\$200,000	\$200,000	\$0	\$0	July 2023		Dec 2026	
330513	Bruneau Dunes	New Observatory	\$1,500,000	\$1,500,000	\$1,500,000	\$1,543,898	Aug 2022	Aug 2022	May 2023	May 2023
340332	Thousand Sp.	Thousand Springs Vault Toilets	\$340,000	\$340,000	\$96	\$96	March 2023	April 2023	June 2024	
340333	Thousand Sp.	Replace Water Lines to Ritter Island	\$1,000,000	\$1,000,000	\$53,370	\$38,954	July 2022	July 2022	Dec 2023	
350133	Massacre Rocks	Sewage System Replacement	\$1,000,000	\$200,000	\$100	\$99	May 2023	May 2023	May 2025	
350134	Massacre Rocks	East Fork Campground	\$1,000,000	\$1,000,000	\$52,200	\$9,966	on hold			
350311	Bear Lake	East Beach CG Ph 2 Electric	\$132,000	\$132,000	\$132,000	\$132,000	Aug 2022	Aug 2022	June 2023	June 2023
350321	Bear Lake	East Beach CG Water Upgrades	\$88,000	\$88,000	\$88,000	\$88,000	Aug 2022	Aug 2022	June 2023	June 2023
350332	Bear Lake	Bear Lake Vault Toilets	\$220,000	\$220,000	\$160,000	\$144,746	Aug 2022	Aug 2022	June 2023	June 2023
350333	Bear Lake	East Beach Renovations	\$750,000	\$200,000	\$13,000	\$0	May 2022	March 2023	Dec 2024	
360132	Harriman	Water & Septic System Upgrade	\$2,000,000	\$200,000	\$42,800	\$93	March 2023	March 2023	Dec 2025	
360133	Harriman	Harriman Fish Pond Campground	\$1,000,000	\$200,000	\$44	\$44	May 2023		Dec 2024	
360231	Henry's Lake	Phase 2 Waterline Upgrades	\$528,200	\$528,200	\$528,200	\$528,200	July 2022	July 2022	Dec 2022	Nov 2022
360232	Henry's Lake	Sewer Connection	\$2,000,000	\$200,000	\$10,000	\$10,000	July 2022	July 2022	Dec 2026	
360233	Henry's Lake	Campground Expansion	\$3,000,000	\$200,000	\$39,590	\$96	Jan 2023	Jan 2023	Dec 2024	
360531	LOYF	LOYF Camping Improvements	\$3,500,000	\$3,500,000	\$2,561,000	\$2,561,727	June 2023	April 2023	Dec 2026	
	Statewide	ARPA Contingency	\$1,953,800	\$978,800						
<b>Project Totals</b>			<b>\$44,800,000</b>	<b>\$20,550,000</b>	<b>\$8,642,219</b>	<b>\$6,877,771</b>				



## NORTH REGION

### Project Number and Name

### Current Status

310102 – Priest Lake Shafer Cabin Elec & Plumbing Repairs

Closeout

Flooring was Completed on 7/3/23 and park staff will be moving the furniture and appliances back into the cabin. After final inspection and receipt of close-out paperwork, this project will be ready to close.



New Flooring for Schafer Cabin



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

310112 – Priest Lake Campground Electrical Upgrades Project was Substantially Complete on May 25 <sup>th</sup> . There are a few small punch list items to complete. A change order will be added to pave the west side of the campground now that underground work is complete.	Construction
---	--------------



Priest Lake White Pine Electrical Upgrades

310132 – Priest Lake Replace Group Camp RR/Shower A Design-Build RFQ is being prepared to select a team to deliver the project in combination with the Lionhead Entrance Station project.	Scope Development
--	-------------------

310321 – Round Lake Campground Improvements Developing Design-Build Request for Qualifications for project team selection.	Scope Development
---	-------------------

310332 – Round Lake Elec & Water Upgrades See Project 310321	Scope Development
---	-------------------

310333 – Round Lake Treehouse Overnights – ARPA Developing Design-Build Request for Qualifications for project team selection.	Scope Development
---	-------------------

310411 – Trail of CDA Restripe Trail & Parking Proposal received from contractor. The project is under contract with a completion date in September.	Construction
---	--------------



<b>Project Number and Name</b>	<b>Current Status</b>
310412 – Trail of CDA Land Acquisition & Const Maint. Shop The Design-Build team has been selected through the RFQ process. A kickoff meeting was held at the project site and the Design-Build contract is being finalized.	Design
310413 – Trail of CDA Bike-In Campsites Design Consultant contract is in process.	Consultant Selection
310414 – Trail of CDA Survey Trail Boundaries Working with surveyor to determine scope for next section of trail to be surveyed.	Scope Development
310531 – Farragut Peterson Campground – ARPA Design contract is complete. Kick off meeting was held onsite to discuss design.	Design
310532 – Farragut Buttonhook Bay Infrastructure Improvement – ARPA Working on Design-Build RFQ for dock improvements.	Scope Development
310611 – Old Mission Church Porch Repair, Path Repair & Lift Replacement Cost of project exceeded the initial budget but funding from APRA will allow for the completion of the full project scope. The project is currently on hold pending scope approval from the tribe.	On Hold
310631 – Old Mission Re-Stain Visitor Center (DPW Delegated Project) Re Stain/Paint job has started and is scheduled for completion in July.	Construction
310731- Mowry New Campground – ARPA Re-roof of the Mowry House has been completed. A RFQ is being prepared to select the design-build team for development of a camping area to serve Mowry House as an event center and any needed repairs and modifications.	Consultant Selection





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

310814 – Heyburn Replace Chatcolet Restroom Work on restroom is completed. Close out in process.	Close Out
---	-----------



Heyburn Replace Chatcolet Restroom

310815 – Heyburn Replace Lake View Cottage Foundation Work on the project is complete except for exterior painting. Painting has been delayed due to rain and limited work windows due to existing reservations.	Construction
---	--------------

310816 – Heyburn Lodge Remodel (State Surplus) The lodge project is substantially complete. Site work design is complete for accessible access, drainage, and parking. Site work is being scheduled for Fall 2023. Furnishings are being purchased in preparation of opening the lodge to the public.	Design
--	--------

310824 – Heyburn Rocky Point Fuel Dispenser Replacement Met with contractor to complete repairs. Work to be completed this fall.	Bidding
---	---------



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

310831 – Heyburn Wastewater Facility Repairs – ARPA Design basis memo and initial cost estimates complete for repairs to wastewater facility. Waterline replacement from Plummer Creek to visitor center is about one third complete. Replaced failed pump in Benewah well in coordination with DEQ.	Design
---	--------



Heyburn Waterline Replacement

310832 – Heyburn Rocky Point Dock Replacement – ARPA Evaluating proposals received from design-build teams.	Consultant Selection
--	----------------------

310872 – Heyburn Chatcolet Campground Renovations Additional work on campground complete.	Close Out
--	-----------



**Project Number and Name**

**Current Status**

310924 – CDA Parkway Rehabilitate & Vault Toilets  
Work nearing completion. The only item to complete is the painting of the new shed.

Close Out



CDA Parkway Rehabilitate Vault Toilet



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

<p>310931 – Higgens Point Improvements – ARPA Trail work is complete. A Design-Build RFQ is being prepared to select the project team.</p>	<p>Construction</p>
--	---------------------



Higgens Point Trail Improvements

<p>320181- McCroskey Redtail Primitive Campground &amp; Shelters The design is complete for the new day use shelter. Preparing the project for bid.</p>	<p>Design</p>
<p>320215 – Dworshak Replace Freeman Creek Water Lines The project has been on hold pending Army Corps of Engineers approval. The project will bid as soon as approvals are received.</p>	<p>Design</p>
<p>320222 – Dworshak Water Filtration System Upgrade Contracts have been signed with the engineer to get the project under design. The project will be designed and bid concurrently with the ARPA project for Surface Water Intake Replacement (320233).</p>	<p>Consultant Selection</p>
<p>320231 - Dworshak Water Tower Inspections Contracts have been signed with the engineer and will be bid concurrently with the Dworshak Water Filtration System Upgrade (320233).</p>	<p>Consultant Selection</p>
<p>320232 – Dworshak Replace Carpet Big Eddy Lodge (DPW Delegated Project) Reaching out to a Flooring Service Contractor to get a proposal for the work.</p>	<p>Design</p>



**Project Number and Name**

**Current Status**

320233 – Dworshak Surface Water Intake Replacement – ARPA

Consultant Selection

Contracts have been signed with the engineer to get the project under design. The project will be designed and bid concurrently with the project for Water Filtration System Upgrade. (320222), and Water Tower Inspections (320231).

320234 – Dworshak Big Eddy VC Deck Replacement – Surplus

Design

An engineer has been hired and 50% construction documents have been reviewed. The Corps of Engineers is currently reviewing the application for deck replacement. The project will be delivered by Light Construction Service contractor.



Dworshak Big Eddy VC Deck Replacement



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

320234 – Dworshak Big Eddy VC Re-Stain - Surplus The project scope has been defined, and a contract is in negotiation with a Light Construction Service Contract for completion this summer. The Corps of Engineers has reviewed and approved the project.	Bidding
---	---------



Dworshak Big Eddy VC Re-stain

320311 – Hells Gate Repair & Resurface Trails A proposal has been received from K&G Construction and a service contract will be prepared for the work to be completed before winter.	Design
320312 – Hells Gate Remodel Marina Restroom The project is nearing completion pending arrival of the bathroom partitions and counter tops. Substantial Completion will be scheduled when final materials are installed.	Construction
320321 – Hells Gate Sewer System & Facility Upgrade Design-Build RFQ prepared, and Statements of Qualification are due 7/13/23.	Consultant Selection



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

320392 – Hells Gate Marina Mooring Dock Replacement New marina docks installed. Working on change order to add two additional Dock fingers and replace the loading dock near the concession building.	Construction
--	--------------



Hells Gate Marina Mooring Dock Replacement

320396 – Hells Gate Bike-In Camping Scope and budget received from the selected design team. Final design completion October 2023.	Design
---	--------

320397 – Hells Gate Camper Cabin Upgrades Working on a service contract with RM Mechanical.	Scope Development
--	-------------------

320531 – Winchester Additional Yurts – ARPA Met with electrical engineer to determine upgrade needs for additional yurts. Working on plans for new yurts.	Construction
--	--------------

300037 – North Region Maintenance – Farragut Beaver Bay Boiler asbestos removal and water heater replacement. Project is complete and starting close out process	Close Out
---	-----------



<b><u>Project Number and Name</u></b>	<b><u>Current Status</u></b>
300046 – Statewide Park Residence Repairs Farragut Residence #2 - NTP has been issued to regional light construction service contractor. Remodel is underway and consists of new vinyl plank floor covering, cabinets, and interior painting.	Construction
300046 – Statewide Park Residence Repairs Winchester Staff House – Letter contract has been issued for floor covering Replacement. New flooring will be vinyl plank everywhere except bedrooms.	Construction





## SOUTH REGION

<u>Project Number and Name</u>	<u>Current Status</u>
330113 – Ponderosa Shed Replacement IDPR has issued a Design-Build contract that includes replacement of the shed along with the incorporation of a linen storage facility. Construction will occur Summer 2023.	Construction
330121 - Ponderosa Blackberry Loop Water & Elec Upgrades The project has bid and Granite Construction was the responsive low bidder. Contracting is in process and construction is scheduled to start September 2023 and be completed before winter. THPO has requested archaeological monitoring for the duration of project excavation and must be provided per LWCF requirements.	Construction
330131 – Ponderosa RR Upgrade Activity Center (DPW Delegated Project) The project has bid and Dalrymple Construction was the responsive low bidder. The project is currently under construction. A proposal request has been requested to remove and replace existing deteriorating exterior concrete to improve access.	Construction



Ponderosa RR Upgrade Activity Center



<b><u>Project Number and Name</u></b>	<b><u>Current Status</u></b>
330132 – Ponderosa New Utility Building See project 330113.	Construction
330133 – Ponderosa Kokanee Cove Dev & Renovations – ARPA Design continues for the Kokanee Cove Development. The bid package for the park residence to replace the dormitory style housing at the Shower House is out for bid with award anticipated to be mid July 2023.	Bidding
330231 – Eagle Island RV Campground Design is complete and the project bid 4/13/23. Approvals and permits are being finalized for a July construction start.	Construction
330233 – Eagle Island Calf Barn Re-Roof & Stabilization – ARPA Design-Build team has been selected. Kickoff meeting held in April and Building Evaluation completed in May. Design Meeting to be held 7/6/23 to finalize scope.	Design
330432 – Lucky Peak Idaho City Additional Yurts – ARPA Rec Bureau is coordinating with the USFS for approval of new yurt locations.	Consultant Selection
330511 – Bruneau Observatory Parking & Pathway Repair See project 330513.	Construction
330512 – Bruneau Staff Housing Pilot Program The Steele Reese Building drawing approval is being held up by the building department. A plumbing/mechanical engineer is now hired to prepare additional drawings for plan review approval. Construction to start July/August 2023.	Design



**Project Number and Name**

**Current Status**

330513 – Bruneau Dunes Observatory Replacement (State Surplus/ARPA)  
Construction on the Observatory is complete. Landscaping and irrigation were added along with the upper parking lot. The Observatory was officially dedicated on June 1, 2023, and officially opened to the public on June 16, 2023. The next phase will include adding a planetarium experience to the observatory.

Construction



Bruneau Observatory Paving and Landscaping

330521 – Bruneau Observatory Repairs  
IDPR is reviewing potential solutions to repair the existing observatory or utilize for other uses.

Scope Development

330733 – Lake Cascade New Utility Building  
A design-build contract has been awarded. The Design-Builder is working with IDPR to reduce the costs of the units to fit within the budget.

Design



**Project Number and Name**

**Current Status**

330764 – Lake Cascade Blue Heron & Van Wyck Docks/Pilings  
Docks have been installed at Blue Heron and the ramp work is complete.

Construction



Blue Heron Docks

330771 – Lake Cascade Pelican Cove Day Use ADA Improvements & CXT  
See project 330781.

Construction



**Project Number and Name** \_\_\_\_\_ **Current Status**

330781 – Lake Cascade Crown Point Docks Construction  
The docks have been installed at Crown Point. The contractor is working on Improvements to the access ramp and additional day use parking.



Crown Point Docks

330831 – HQ Greenbelt RR Water Repair Construction  
A proposal has been received from regional service contractor RM Mechanical. A contract has been issued and construction is being scheduled.

330832 – HQ Fire Alarm System Upgrades Construction  
The project was bid and the low bid exceeded the budget. Funding has been increased with use of Surplus Funds and an electrical service contractor has been hired to deliver the project and construction is begin scheduled.



## EAST REGION

<u>Project Number and Name</u>	<u>Current Status</u>
340322 – Thousand Springs VC Exhibits Project in Design. Meeting held 5/19/23 to review comments on project program. Next meeting 7/11/23 to review Schematic Design 1 deliverable.	Design
340332 – Thousand Springs Vault Toilets – ARPA Bidding documents are being developed and bidding is anticipated mid-summer 2023.	Design
340333 – Thousand Springs Ritter Island Water System – ARPA Bidding occurred in early June 2023. One bid was received that was significantly higher than the budget. IDPR and the engineer are looking at options that may reduce the cost to install the needed lines.	Bidding
340393 – Thousand Springs Billingsley Entrance Road See project 340395.	Construction
340395 – Thousand Springs Billingsley Creek Campground The campground is nearing completion with the exception of the landscape installation to make the campground a functioning unit. IDPR is in negotiation with the contractor and bonding company to determine a path towards completion.	Construction
340399 – Billingsley Creek Dev Phase 1 See project 340395.	Construction
340531 - Castle Rocks VC Water System Upgrade 95% Construction Documents have been completed and reviewed. The design team is finalizing the design for IDOPL plan review. The project will go out to bid in August.	Design
340532 - Castle Rocks Lodge Improvements – Surplus Proposal requests have been received from Rivers West Construction for deck, concrete, HVAC, and siding replacement. The work will be completed under a service contract in March – June 2024.	Bidding
340532 - Castle Rocks Fish Pond ADA Day Use. A meeting was held on site with the landscape architect and park staff to define the project scope. The design contract is being negotiated with bidding planned for Spring 2024.	Consultant Selection
300035 – Castle Rocks Ranch Unit Bridge Replacement – ARPA The following items have been completed, project kickoff meeting, onsite wetland delineations, site visit, topographic survey, geotechnical test pits.	Design



**Project Number and Name** **Current Status**

---

340611 – Lake Walcott Boat Ramp RR Repair Close out  
The project has been completed and will be closed when all closeout documents have been received.



Lake Walcott Boat Ramp RR Repairs

350133 – Massacre Rocks Sewer System Replacement – ARPA Design  
Great West Engineering was selected as the engineering team through the RFQ process. Fees are currently being negotiating for the programing phase of design.

350134 – Massacre Rocks E. Fork Campground – ARPA On Hold  
On Hold pending agreement with IDL.

350135 – Massacre Rocks Parking Improvements – Surplus Consultant Selection  
A design contract is being negotiated with S & A Engineers.



<b><u>Project Number and Name</u></b>	<b><u>Current Status</u></b>
350311 – Bear Lake CG Loop Upgrades Phase 2 Bear River Electric awarded contract. Construction began 09/12/22 and the project is substantially complete. Project close out is in process.	Close Out
350321 – Bear Lake East Beach Campground Water Upgrades See Project 350311.	Close Out
350332 - Bear Lake New Vault Toilets See Project 350311.	Close Out
350333 – Bear Lake East Beach Renovation ARPA Working with civil engineer to assess water feasibility study and power company to assess extension feasibility. Waiting on water feasibility study report to determine next steps.	Design
360102 – Harriman Scovel Center Winterization Meeting with service contractor to determine extent of concrete repair and time needed for construction. This will determine when the construction can be scheduled with the existing reservation window. HVAC upgrades will be coordinated with timing of the concrete repairs.	Design
360131 – Harriman Historic Ranch Office Rehabilitation Portions of log repair were accomplished in September 2022 as part of the Northwest Preservation Field School. Existing windows were also repaired. Project is in design and will bid early August 2023 for construction in the fall.	Design
360132 – Harriman Water & Septic System Upgrades – ARPA Kick off Meeting was held with the design team and IDPR staff in June. The water Systems have been evaluated and are in the design process. Septic system evaluations and survey are scheduled for July.	Design
360133 – Harriman Fishpond Campground – ARPA Investigating potential development options in area.	Scope Development
360134 – Harriman Historic Re-Roofs – Surplus Design-Build RFQ issued in May and Veritas/Cushing Terrell team was selected. Initial building evaluations are scheduled for the week of July 24th.	Design
360135 – Harriman HVAC Upgrades – Surplus Project will remove existing underground oil tanks and replace HVAC systems with Propane. Currently negotiating Service Contract with Rivers West Construction.	Bidding





<b><u>Project Number and Name</u></b>	<b><u>Current Status</u></b>
<p>360232 – Henrys Lake Sewer Connection – ARPA Fremont County will not be receiving a grant from DEQ to extend sewer service to Henrys Lake. Design of a new sewage system to serve the dump station and new campground will be included in the campground project.</p>	Design
<p>360233 – Henrys Lake Campground Expansion – ARPA Design team is under contract and campground master planning is under way to determine the best location for the campground expansion.</p>	Design
<p>360431 – Ashton-Tetonia Trail Upgrades – EDA Request for Qualifications for Design Team selection has been issued and design team had been selected. Contract negotiation is currently underway with Forsgren Engineering. Design will start Summer 2023 with construction in Summer 2024.</p>	Consultant Selection
<p>360432 – Ashton-Tetonia Visitor Center – Surplus Currently in negotiations with JHS Architects for design contract for existing building upgrades.</p>	Design
<p>300036 – Ashton-Tetonia Trail Bridge Inspections - ARPA Contract has been negotiated and signed by Forsgren. Bridge inspections scheduled for mid-July.</p>	Design
<p>360513 – Land of Yankee Fork General Rehabilitation (State Surplus) Working with Structural Engineer team to survey the Stamp Mill and other structures in mid-July. Structural report will determine next steps in project scope development.</p>	Design
<p>360531 – Land of Yankee Fork Camping Improvements – ARPA Challis Hot Springs purchase is complete with Rededication Celebration on May 3rd. A Design RFQ is being prepared for the Hot Spring and Campground improvements.</p>	Scope Development
<p>300036 – Land of Yankee Fork Bayhorse Bridge Replacement – ARPA Draft design is complete, and 404 Permit information has been submitted.</p>	Design

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

**AGENDA**  
**Idaho Park and Recreation Board Quarterly Meeting**  
**August 16-17, 2023**  
**Hampton Inn Lewiston**  
**2701 Nez Perce Drive**  
**Lewiston, ID 83501**

**AGENDA ITEM:**                      **FY 2023 4<sup>th</sup> Quarter Financial Reports**

**ACTION REQUIRED:**    **Information Only**

**PRESENTER:**                      **Steve Martin**

**PRESENTATION**

Attached are the year-end financial reports for fiscal year (FY) 2023. 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 2023 Financial Statement / Budget Status as of 06/30/2023
- Pages 3-6 – FY 2023 Y-T-D Park Operations Revenues / Expenditures
- Pages 7-13 – FY 2023 Cash Balances as of 06/30/2023
- Page 14 – FY 2023 Y-T-D Passport Program Revenue

Year-to-date revenue for park operations ended up \$800,900 (5.9%) above FY 2022 totals. Accounting for the timing variances from the end of FY 2022, the two years were nearly identical. The annual average for FY 2022 and FY 2023 combined is \$14,028,100 versus \$14,011,700 in the record FY 2021 year. Three consecutive years with \$14 million is a very positive trend, but also illustrates our limitation in generating additional revenue without increased capacity or fee increases.

Passport sales were up \$334,800 (8.2%) over FY 2022.

Year-to-date expenditures were up consistent with increases in our budget appropriation which included eleven new FTPs, a CEC of more than 10% per FTP, and a 10% increase in OE for park operations.

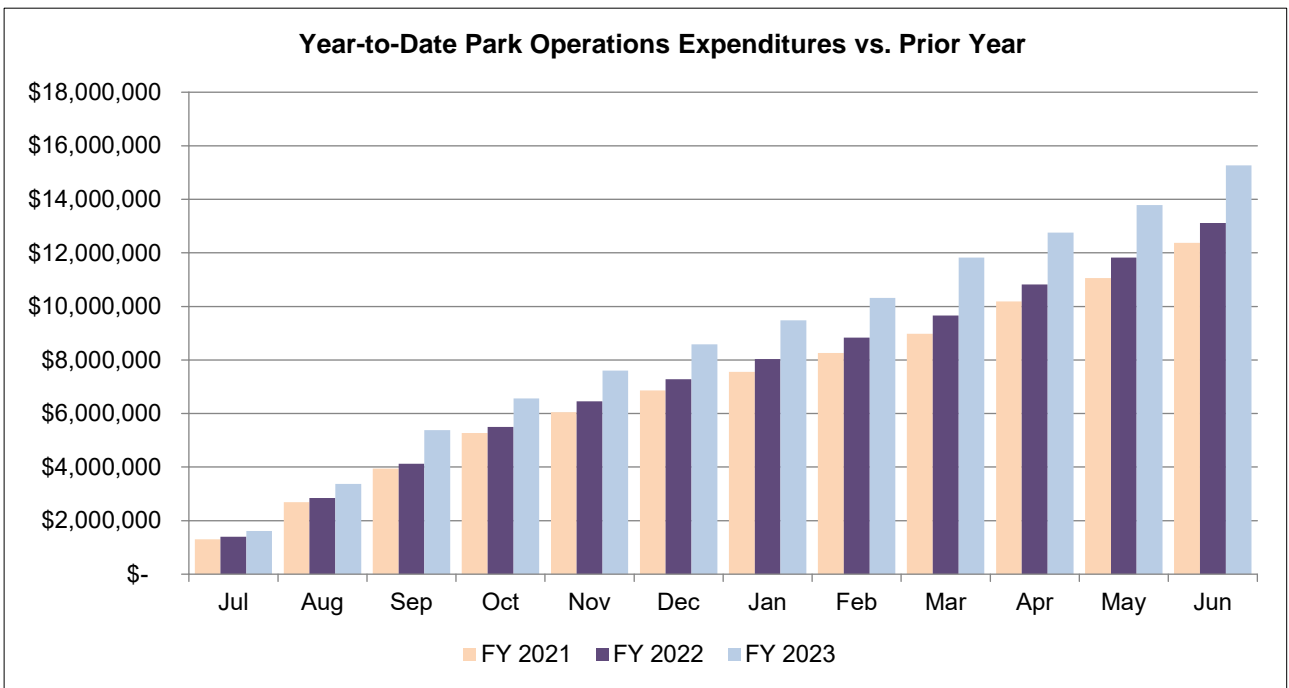
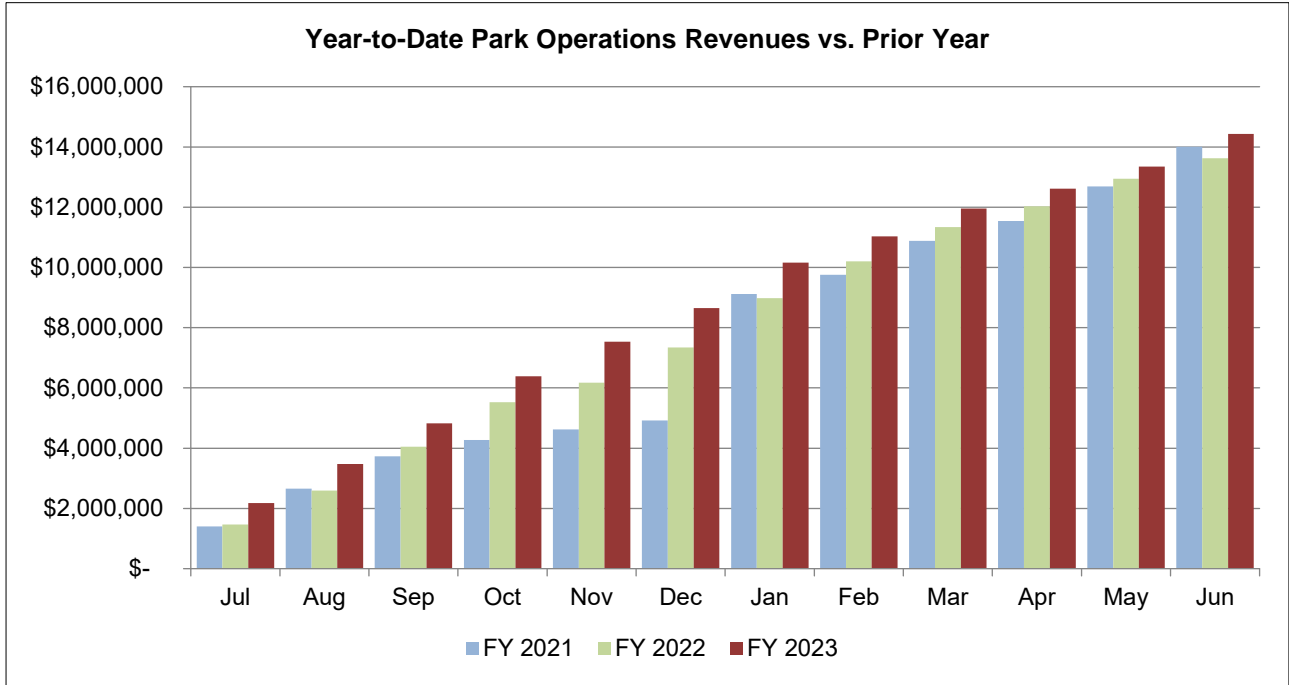
**STAFF RECOMMENDATIONS**

This item is for information only.

**Idaho Department of Parks and Recreation  
FY 2023 Financial Statement / Budget Status  
as of June 30, 2023**

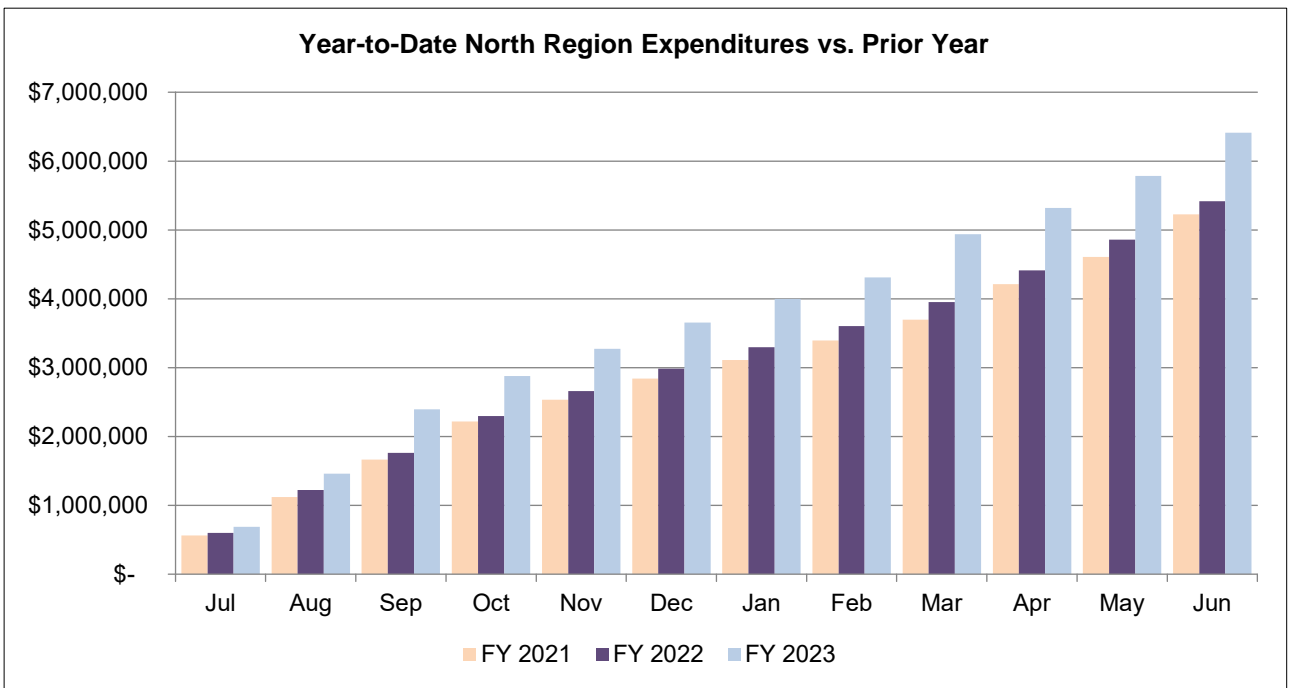
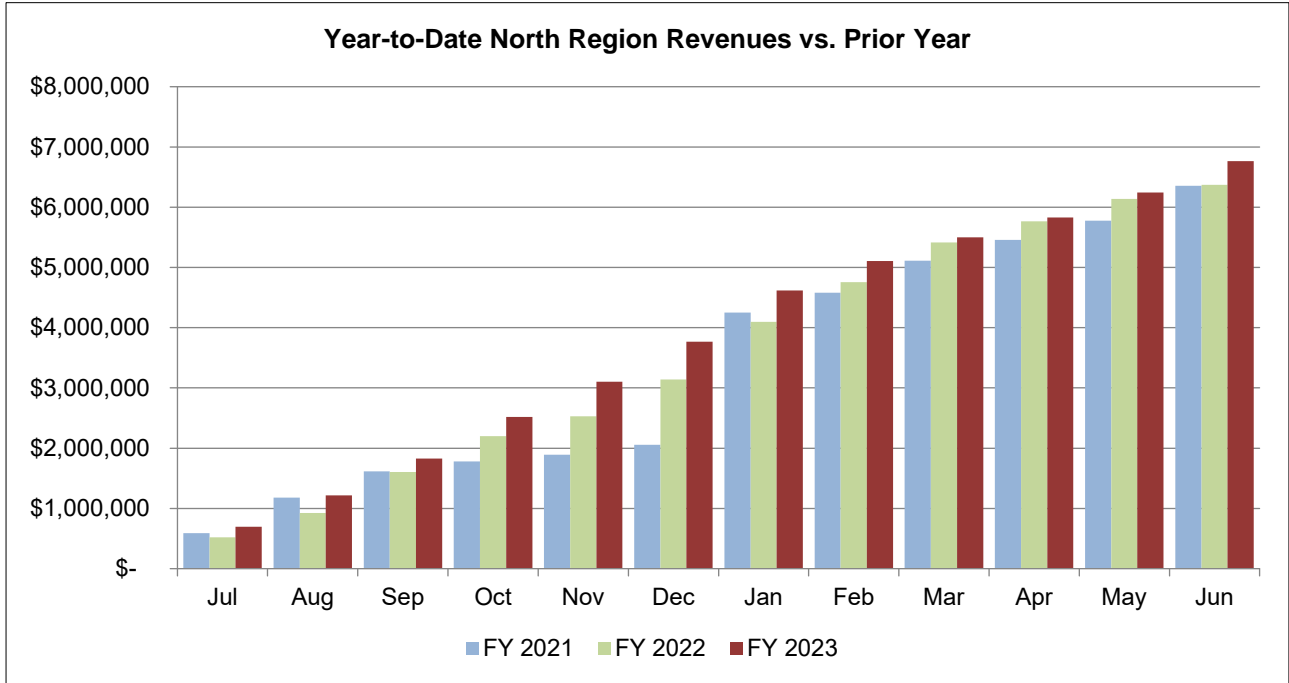
<b>Program/Object</b>	<b>Appropriation</b>	<b>Expenditures</b>	<b>Encumbrances</b>	<b>Balance</b>	<b>% Remaining</b>
<b>Management Services</b>					
Personnel Costs	\$ 3,104,800	\$ 2,890,439	\$ -	\$ 214,361	6.9%
Operating Expenditures	3,091,500	2,481,275	-	610,225	19.7%
Capital Outlay	129,000	110,959	-	18,041	14.0%
Trustee & Benefit	13,561,800	5,514,856	5,700,238	2,346,706	17.3%
Subtotal	<b>\$ 19,887,100</b>	<b>\$ 10,997,529</b>	<b>\$ 5,700,238</b>	<b>\$ 3,189,333</b>	<b>16.0%</b>
<b>Park Operations</b>					
Personnel Costs	\$ 13,150,500	\$ 12,304,044	\$ -	\$ 846,456	6.4%
Operating Expenditures	6,975,900	6,561,166	33,432	381,302	5.5%
Capital Outlay	1,959,397	994,959	709,983	254,455	13.0%
Trustee & Benefit	1,427,500	186,548	850,000	390,952	27.4%
Subtotal	<b>\$ 23,513,297</b>	<b>\$ 20,046,717</b>	<b>\$ 1,593,415</b>	<b>\$ 1,873,165</b>	<b>8.0%</b>
<b>Capital Development</b>					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	-
Operating Expenditures	-	-	-	-	-
Capital Outlay	133,609,665	14,894,221	-	118,715,444	88.9%
Trustee & Benefit	-	-	-	-	-
Subtotal	<b>\$ 133,609,665</b>	<b>\$ 14,894,221</b>	<b>\$ -</b>	<b>\$ 118,715,444</b>	<b>88.9%</b>
<b>Total</b>	<b>\$ 177,010,062</b>	<b>\$ 45,938,467</b>	<b>\$ 7,293,653</b>	<b>\$ 123,777,943</b>	<b>69.9%</b>

**Idaho Department of Parks and Recreation  
Park Operations - All Funds  
Year-to-Date Revenues and Expenditures  
June 30, 2023**



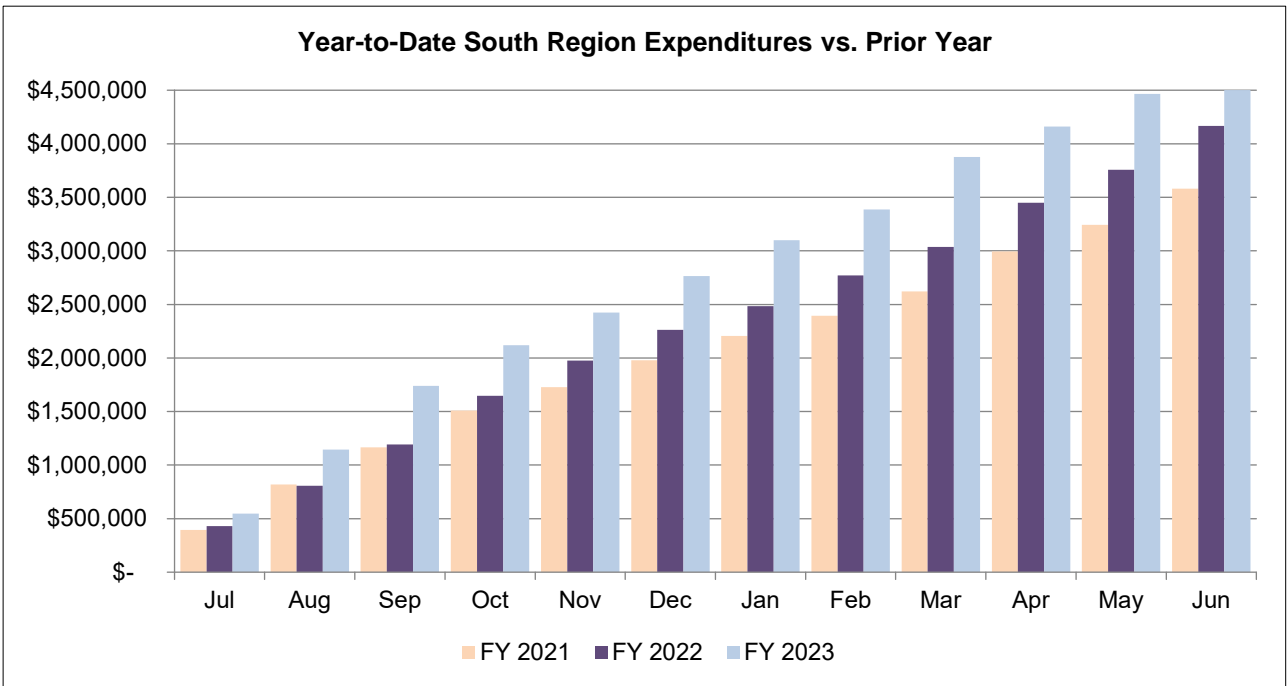
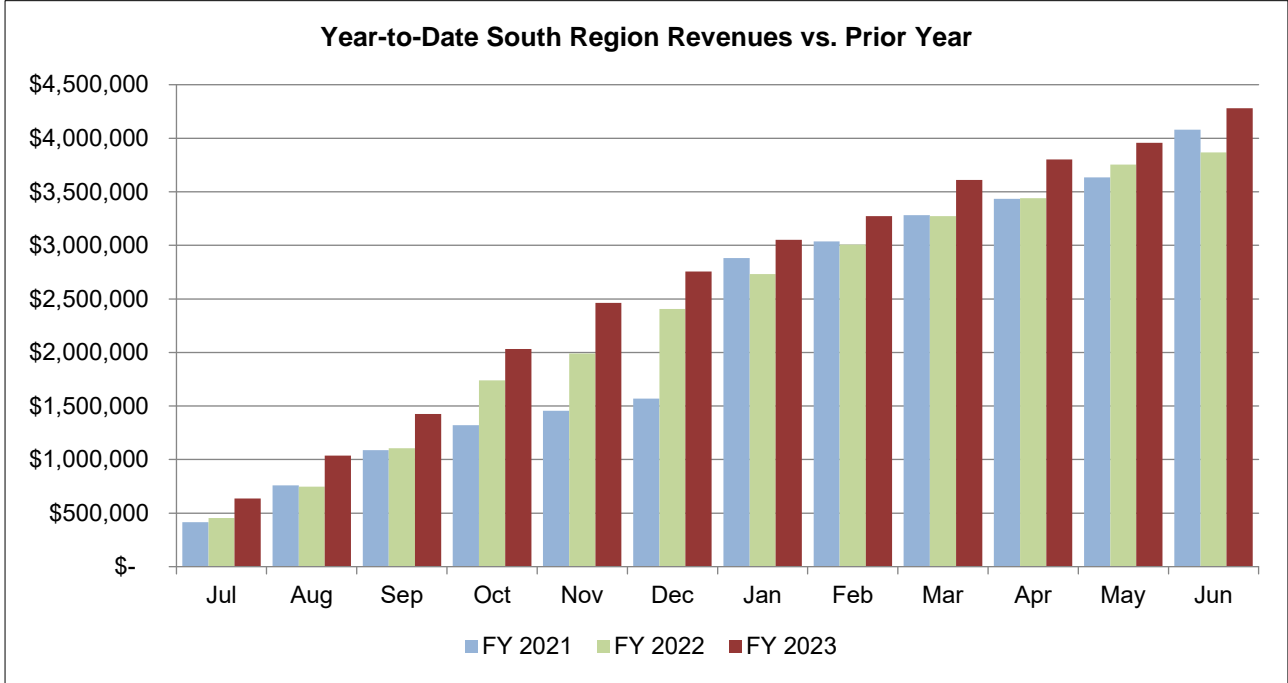
- All Park Operations fiscal year-to-date revenues are up \$800,900 (5.9%) compared to FY 2022
- All Park Operations fiscal year-to-date expenditures are up \$2.2 million (16.4%) compared to FY 2022

**Idaho Department of Parks and Recreation  
North Region - All Funds  
Year-to-Date Revenues and Expenditures  
June 30, 2023**



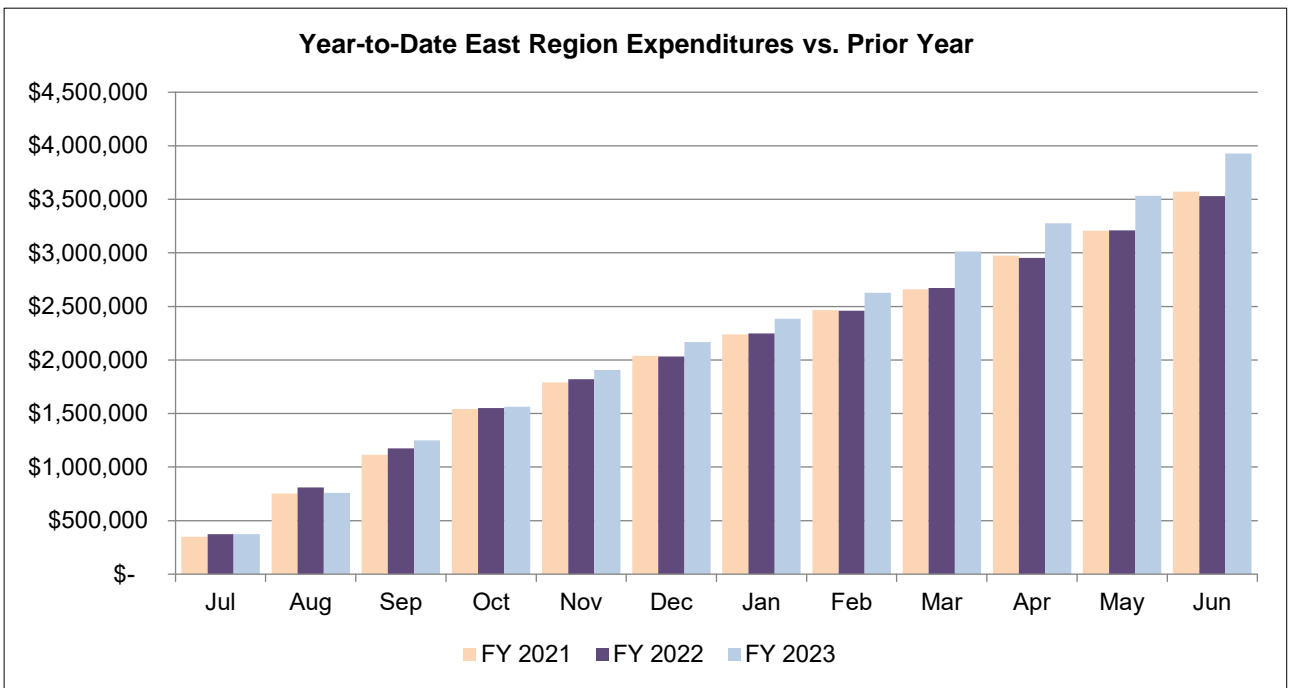
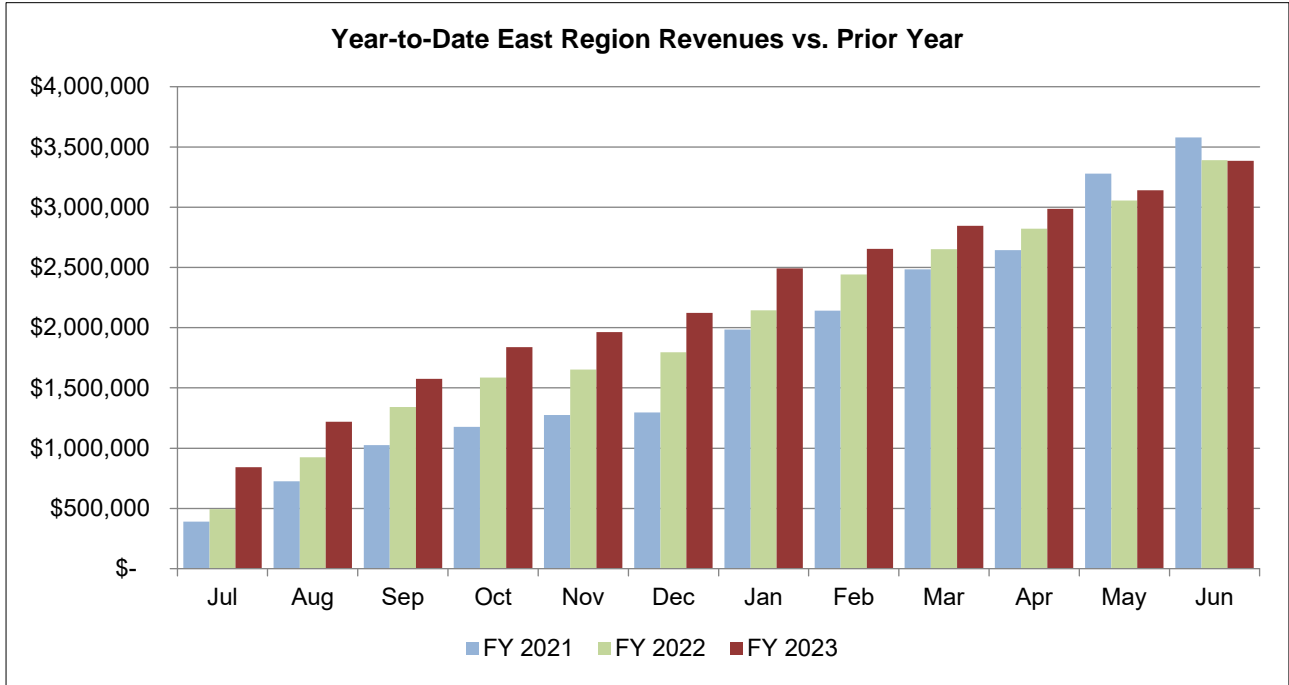
- North Region fiscal year-to-date revenues are up \$394,000 (6.2%) compared to FY 2022
- North Region fiscal year-to-date expenditures are up \$992,000 (18.3%) compared to FY 2022

**Idaho Department of Parks and Recreation  
South Region - All Funds  
Year-to-Date Revenues and Expenditures  
June 30, 2023**



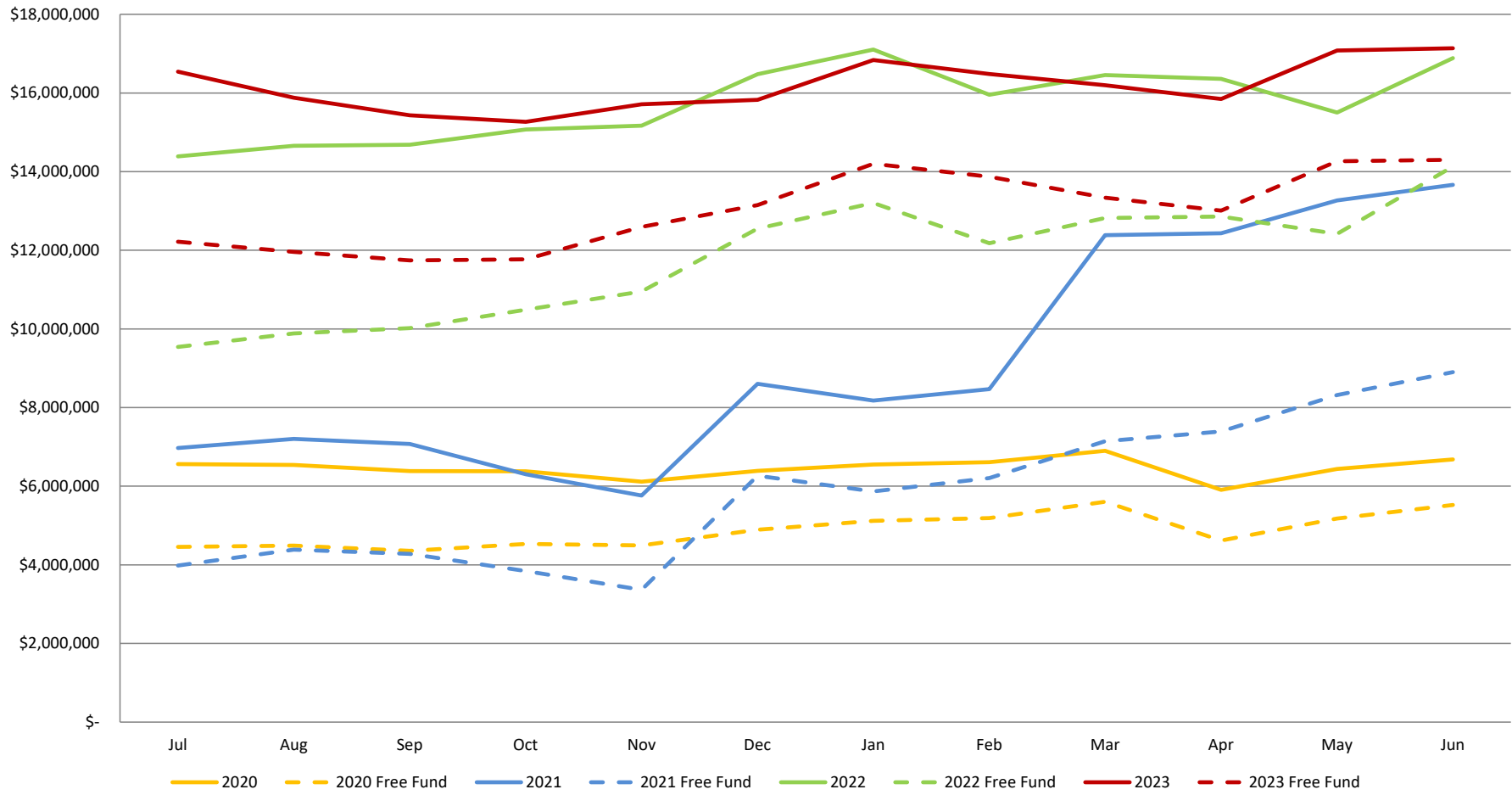
- South Region fiscal year-to-date revenues are up \$411,800 (10.6%) compared to FY 2022
- South Region fiscal year-to-date expenditures are up \$763,500 (18.3%) compared to FY 2022

**Idaho Department of Parks and Recreation  
East Region - All Funds  
Year-to-Date Revenues and Expenditures  
June 30, 2023**



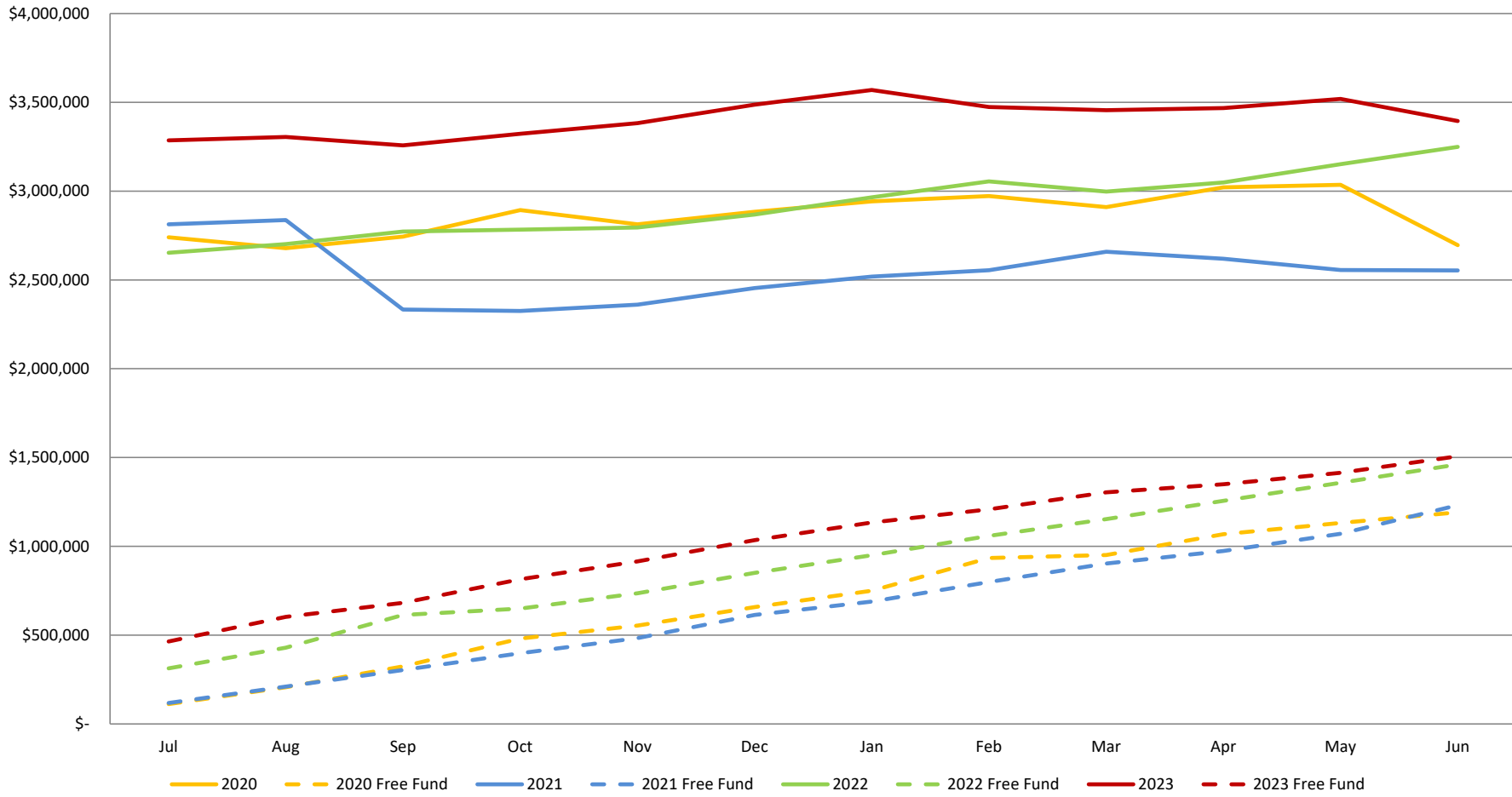
- East Region fiscal year-to-date revenues are down \$4,900 (-0.1%) compared to FY 2022
- East Region fiscal year-to-date expenditures are up \$397,400 (11.3%) compared to FY 2022

**Idaho Department of Parks and Recreation  
Cash Balance Trend - Parks and Recreation Fund (0243)  
June 30, 2023**

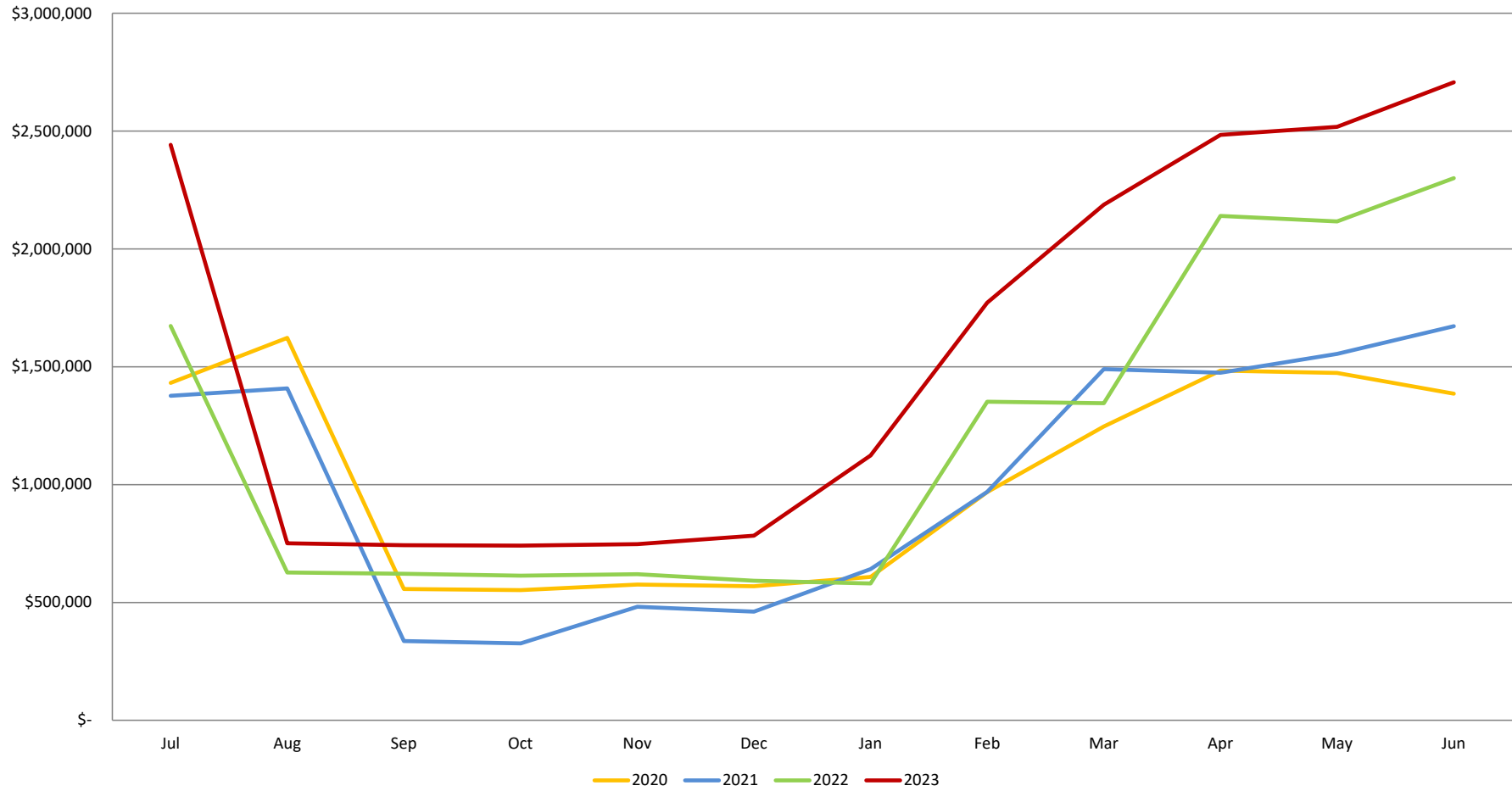




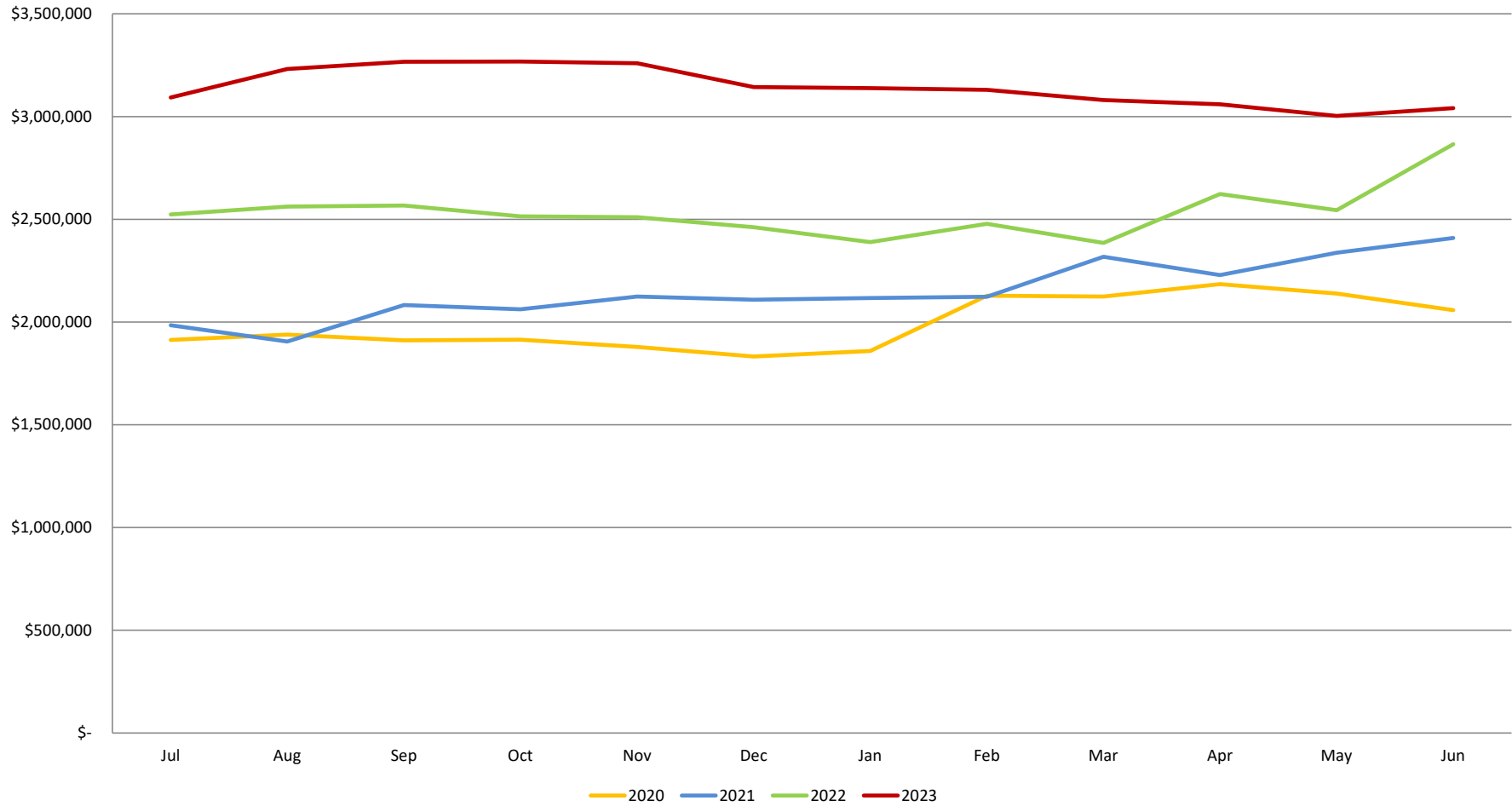
**Idaho Department of Parks and Recreation  
Cash Balance Trend - Recreational Fuels Capital Improvement Fund (0247.01)  
June 30, 2023**



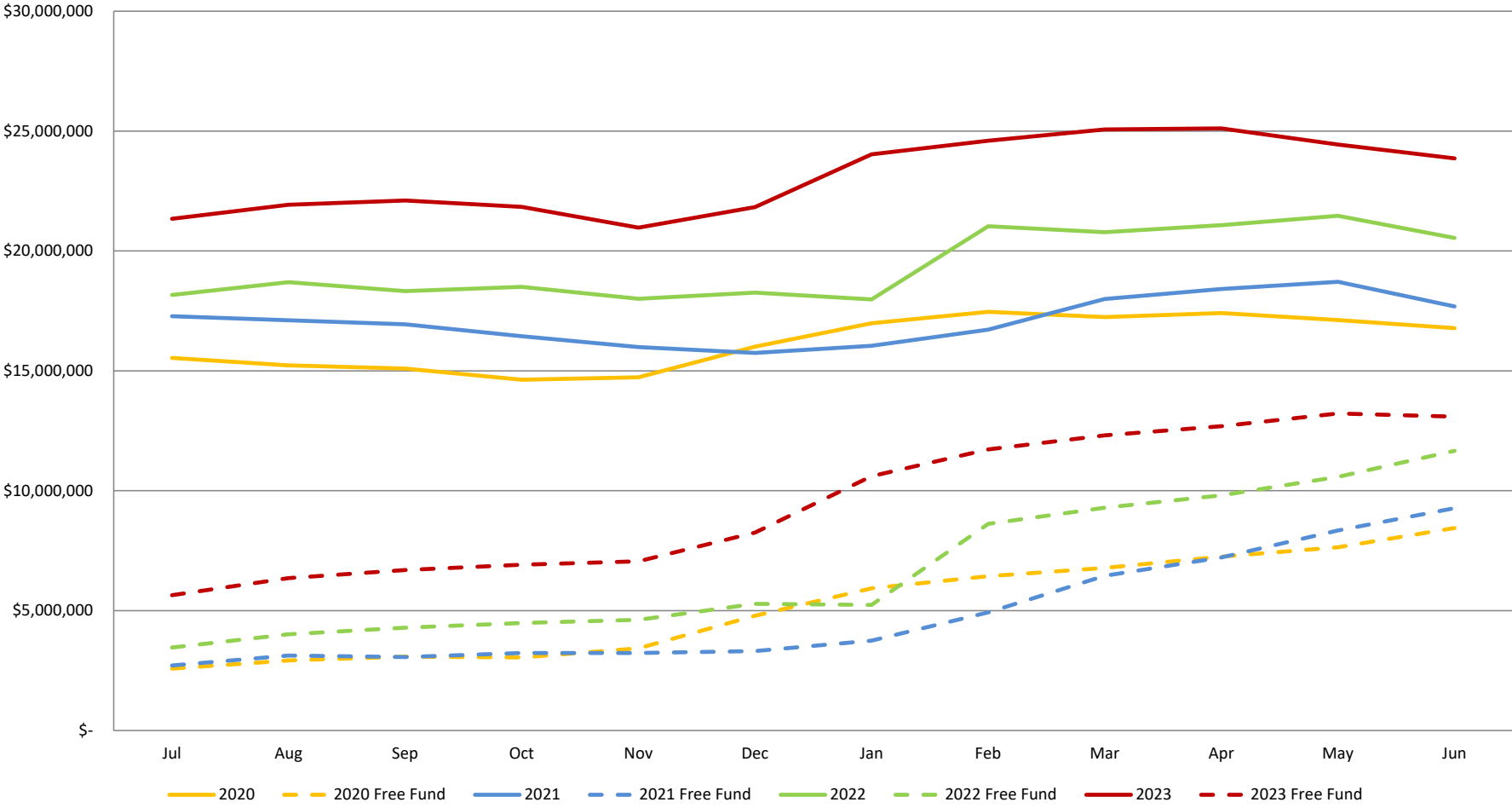
**Idaho Department of Parks and Recreation  
Cash Balance Trend - Snowmobile Fund (0250.03)  
June 30, 2023**



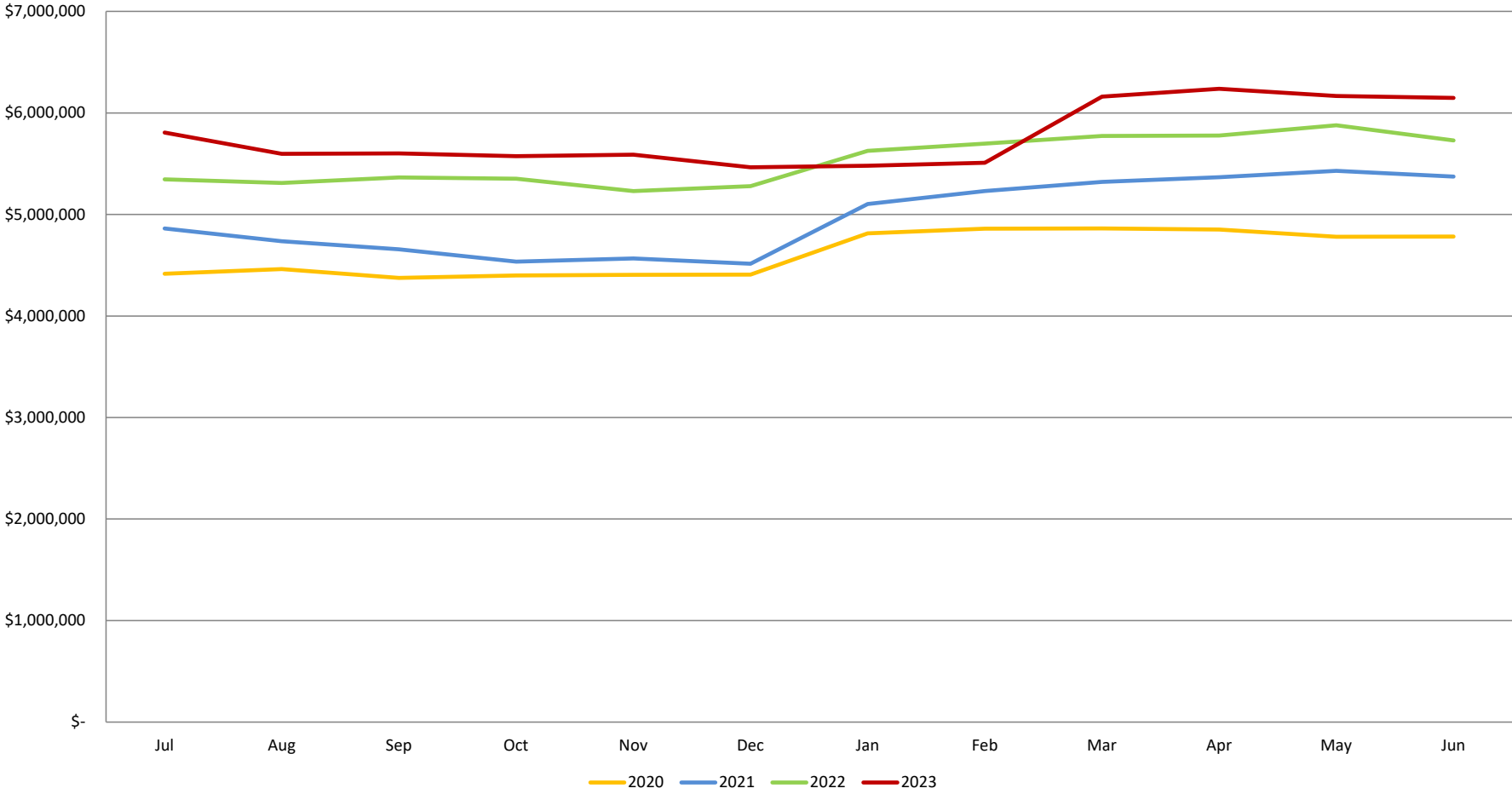
**Idaho Department of Parks and Recreation  
Cash Balance Trend - Motorbike / OHV Fund (0250.04)  
June 30, 2023**



**Idaho Department of Parks and Recreation  
Cash Balance Trend - Recreational Vehicle Fund (0250.05)  
June 30, 2023**



**Idaho Department of Parks and Recreation  
Cash Balance Trend - Enterprise Fund (0410.01)  
June 30, 2023**



**Idaho Department of Parks and Recreation**  
**Statement of Cash Balances - FY 2023**  
as of June 30, 2023

Fund	Description	Beginning Balance	Cash Inflows	Cash Outflows	Cash Balance	Encumbrances	Unobligated Fund Balance
0125	Federal Indirect Cost Recovery	\$ 125,612	\$ 302,385	\$ (350,972)	\$ 77,025	\$ -	\$ 77,025
0243	Parks and Recreation Fund	16,886,267	99,781,625	(14,530,998)	102,136,894	389,643	101,747,251
0243.02	Parks & Rec - Registration Administration	3,107,958	4,142,117	(3,398,707)	3,851,368	-	3,851,368
0243.03	Parks & Rec - Sawtooth License Plate	-	84,110	(67,630)	16,480	-	16,480
0243.04	Parks & Rec - Cutthroat Wildlife Plate	71,276	32,055	(29,887)	73,444	50,947	22,497
0243.05	Parks & Rec - Mountain Bike	181,065	53,077	(13,310)	220,832	15,000	205,832
0247.01	Recreational Fuels - Capital Improvement	3,249,224	1,604,597	(1,458,607)	3,395,214	-	3,395,214
0247.02	Recreational Fuels - Waterway Improvement	3,238,215	1,604,238	(1,808,480)	3,033,973	1,003,485	2,030,488
0247.03	Recreational Fuels - Off-road Motor Vehicles	4,368,708	1,829,458	(1,262,016)	4,936,150	716,788	4,219,363
0247.04	Recreational Fuels - Road & Bridge	1,720,502	835,547	(565,754)	1,990,295	288,000	1,702,295
0247.06	Recreational Fuels - Administration	203,479	1,111,545	(1,130,768)	184,256	-	184,256
0250.01	Registration - State Vessel	-	2,527,647	(2,527,647)	-	-	-
0250.02	Registration - Cross Country Ski	170,691	205,228	(175,401)	200,519	-	200,519
0250.03	Registration - Snowmobile	2,300,260	2,584,695	(2,177,934)	2,707,022	-	2,707,022
0250.04	Registration - Motorbike	2,865,367	1,525,339	(1,349,424)	3,041,282	84,801	2,956,482
0250.05	Registration - Recreational Vehicle	20,545,408	9,220,564	(5,901,774)	23,864,198	4,997,707	18,866,491
0250.06	Registration - State Avalanche Fund	44,547	53,029	-	97,576	-	97,576
0344	Federal ARPA <sup>1</sup>	1,500,000	-	-	1,500,000	-	1,500,000
0344.30	Federal ARPA - SLFRF	-	20,000,000	(6,881,125)	13,118,875	-	13,118,875
0348	Federal Grant Fund <sup>1</sup>	1,074,102	4,268,866	(4,773,580)	569,389	3,904,568	(3,335,180)
0349	Miscellaneous Revenue	91,470	51,658	(77,781)	65,347	-	65,347
0410.01	Enterprise	5,728,667	3,407,806	(2,987,739)	6,148,734	-	6,148,734
0496.01	Expendable Trust - Park Donations <sup>2</sup>	373,213	121,450	(112,618)	382,044	-	382,044
0496.02	Harriman Trust	1,228,157	455,886	(349,364)	1,334,679	-	1,334,679
0496.03	Park Land Trust	3,448,834	406,744	(359,451)	3,496,126	-	3,496,126
0496.05	Trail of the Coeur d'Alenes	689,017	105,213	(113,476)	680,754	-	680,754
<b>Total</b>		<b>\$ 73,212,041</b>	<b>\$ 156,314,878</b>	<b>\$ (52,404,442)</b>	<b>\$ 177,122,477</b>	<b>\$ 11,450,939</b>	<b>\$ 165,671,539</b>

**Notes:** <sup>1</sup> Federal Grant Fund is a borrowing limit and does not represent department cash

<sup>2</sup> 0496.01 Includes State Trust Outdoor Recreation Enhancement (STORE) Act Funds (see 67-4247)

**Idaho Department of Parks and Recreation  
Passport Program Revenue FY 2023  
as of June 30, 2023**

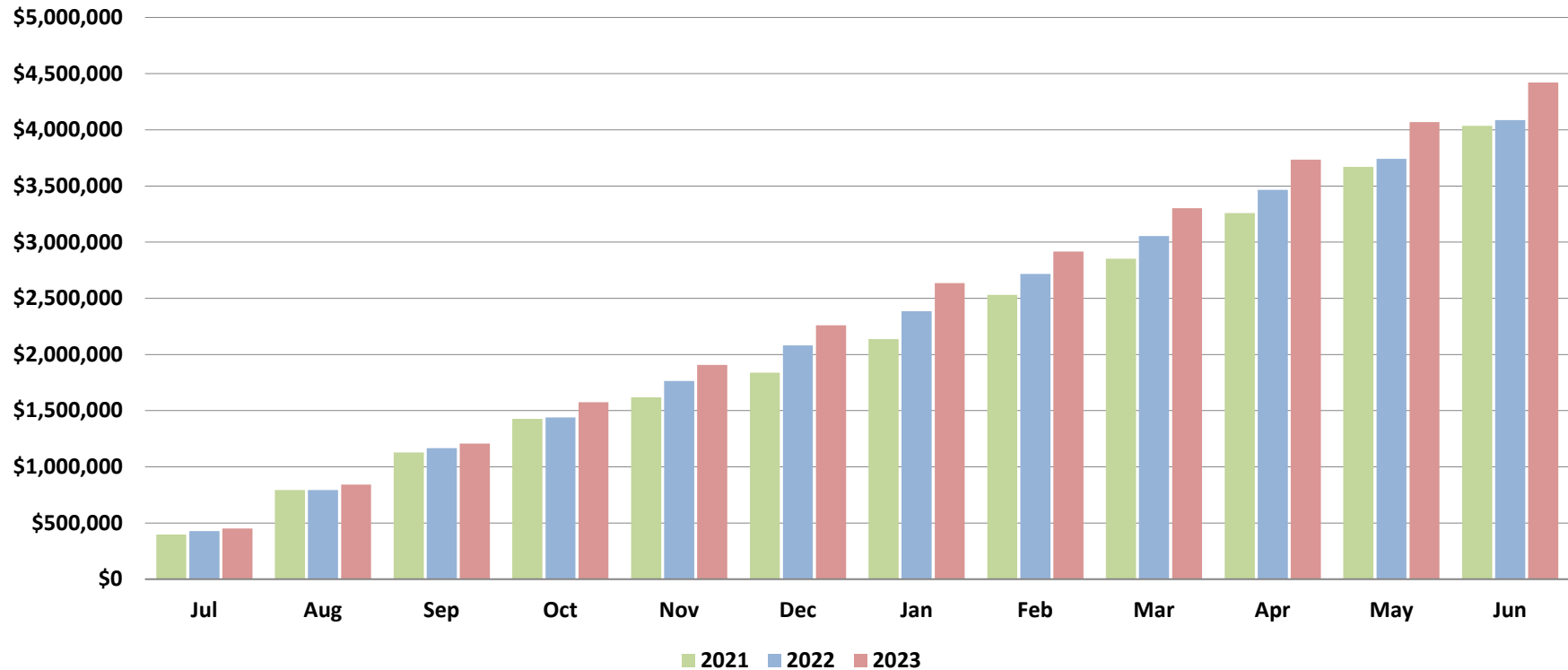
<b>Gross Revenue</b>	<b>FY 2022 June</b>	<b>FY 2023 June</b>	<b>Increase/ (Decrease)</b>	<b>% Change</b>
1-Year Registrations	\$ 162,610	\$ 165,540	\$ 2,930	1.8%
2-Year Registrations	182,100	185,400	3,300	1.8%
<b>Total</b>	<b>\$ 344,710</b>	<b>\$ 350,940</b>	<b>\$ 6,230</b>	<b>1.8%</b>

<b>FY 2022 Y-T-D</b>	<b>FY 2023 Y-T-D</b>	<b>Increase/ (Decrease)</b>	<b>% Change</b>
\$ 1,946,710	\$ 2,034,880	\$ 88,170	4.5%
2,138,930	2,385,540	246,610	11.5%
<b>\$ 4,085,640</b>	<b>\$ 4,420,420</b>	<b>\$ 334,780</b>	<b>8.2%</b>

<b>Transactions</b>				
1-Year Registrations	16,261	16,554	293	1.8%
2-Year Registrations	9,105	9,270	165	1.8%
<b>Total</b>	<b>25,366</b>	<b>25,824</b>	<b>458</b>	<b>1.8%</b>

194,671	203,488	8,817	4.5%
106,947	119,277	12,331	11.5%
<b>301,618</b>	<b>322,765</b>	<b>21,148</b>	<b>7.0%</b>

**Revenue Trend by Fiscal Year**





## Human Resources Report August 2023 Board Meeting April – June 2023

Jennifer Quinno-Miller – Human Resource Officer

Over the last quarter the human resources department at IDPR has gone through tremendous change. Changes include new leadership, the implementation of LUMA, and the conversion to HR Modernization, just to name a few. These changes are significant to the way the human resources department operates, but the team is settling in and finding our stride as we learn new systems and assimilate to working not only as an HR department within IDPR but also as a part of the greater statewide human resources team.

**LUMA** - The statewide LUMA system went live June 12, 2023, affecting most areas of human resources and the systems we use for payroll, onboarding, recruitment, performance management, employee relations, reporting, etc. The implementation has been rough but is slowly improving.

Items to note:

- We are currently processing the third payroll cycle in LUMA. While still difficult, it gets easier each time and although unacceptable, as of now, we have only had one employee who did not receive a portion of their paycheck which occurred on the second payroll. This has been corrected and payment has been issued. Given the number of employees and vast errors in the system, and thanks to the endless, diligent work by Human Resource Specialist Lupe Arteaga, we consider this to be a success given what we had to work with.
- We have little to no reporting capabilities, which means we do not have access to most data we are used to having and reports we use on a regular basis. This is also in the works, and we hope to see improved functionality soon.

**HR Modernization** - As of June 12, 2023, all human resource employees statewide are now technically employed by the State of Idaho Division of Human Resources (DHR) as part of one cohesive, united team. This will bring much needed consistency to agencies statewide and provide greater resources to human resource personnel. While we are technically employed by DHR, it is mostly a back-end technicality that will be unnoticed by employees and the teams we



serve. We are still first and foremost very much IDPR and will work to provide the best services we can in supporting the great IDPR team!

## Other Happenings

**Kathryn Hampton, Volunteer Services Coordinator, Retirement Preparation** – Sadly for us, our beloved Kathryn Hampton, who has been with IDPR since 1/24/1999, will be retiring in December. With nearly 400 volunteers serving in various capacities throughout the state, volunteers make up an enormous part of the people who work to make Idaho Parks and Recreation great. What Kathryn does in coordinating volunteers, amongst many other things, is invaluable to the operations. Her shoes feel impossibly big to fill, but we have begun to talk about the transition process to give it our best shot. She is in the process of documenting all her processes and creating desk manuals to help us guide the next person. We plan to recruit early to allow for the incoming person to spend an ample amount of time with Kathryn to try and glean everything possible before she departs.

**Visit to Bear Lake and Massacre Rocks** – Jennifer and Lupe had the opportunity to take a trip down to Bear Lake and Massacre Rocks. While at Bear Lake we met and spoke with numerous employees and took the opportunity to tour the park with Park Manager, Andy Stokes. It was a fantastic tour, and we learned a lot about the impressive park operations as well as gained insight into the most pressing human resource challenges they face each day.

At Massacre Rocks we met many of the employees and Park Ranger Adam Arbon was so generous to stop what he was doing to show us around the park, providing fascinating history, sharing future ideas and enlightening us to the beauty that park entails.

The passion that each one of the employees holds for what they do and where they work is remarkable. Every single employee we met, from seasonal employees to park managers, exudes remarkable pride and dedication for what they do. We are so lucky to have them!





## **VOLUNTEER PROGRAM: Kathryn Hampton, CVA Volunteer Services Coordinator**

### Internship Update

- Program Set Up:
  - IDPR Internship Guidelines created
  - IDPR internship agreement form
  - IDPR staff internship request form
  - IDPR Internship readiness checklist
  - Park Ranger Assistant internship template
- Working with BRU to bring on interns spring/summer 2024
- Working with HEL to bring on interns spring/summer 2024
- Working with PON to bring on interns spring/summer 2024
- In conversation with University of Idaho and Boise State University to create an internship partnership to advertise, recruit, promote internship opportunities in IDPR parks/program
- In conversation with Palouse-Clearwater Environmental Education Institute to recruit Ameri-Corps members as interpretive interns in parks

## Volunteer Program Update

- 392 current active volunteers in 2023
- 13,910 volunteer hours contributed in the 1st six months of 2023
- 15 applications already received for 2024
  
- Active volunteers are performing these types of jobs:
  - Campground Maintenance
  - Visitor information
  - Grounds maintenance
  - General park maintenance
  - Fleet vehicle maintenance
  - Park programming
  - Special event assistance
  - Yurt/cabin maintenance
  - Firewood sales/splitting/stacking
  - Flora/fauna inventory
  - Visitor center staffing
  - Clerical assistance
  - Historic building tours
  - Boating Education
  
- Groups participating are:
  - Boise Astronomical Society
  - Farragut Flyers
  - Boy Scouts
  - Idaho Master Naturalists
  - Idaho Master Gardeners
  - Blue Fire Wilderness Therapy
  - Friends of Harriman SP

## Seasonal Applicant update

- Received 352 seasonal employment applications through online application process during 2023

## **RECRUITMENT – Lupe Arteaga, Human Resource Specialist**

### **Headquarters**

#### **Current Openings:**

Financial Technician

Customer Service Rep 2

### **North Region**

Dylan Goodell (Promotion) - P&R Manager 2, Winchester Lake State Park

John Hale (Promotion - Seasonal) - Ranger, Farragut State Park

Mykayla Nations (Lateral Transfer from Lake Cascade State Park) – Ranger, Farragut State Park  
Tessa Myhre (Promotion - Seasonal) - Ranger, Heyburn State Park  
Rikki Nichols (Promotion) - Assistant Manager, Old Mission State Park

**Current Openings:**

P&R Equipment Operator  
Ranger, Hells Gate State Park (2)

**South Region**

Johannes Giessen (Promotion) - P&R Manager 3, Eagle Island State Park  
Eric Cardona – Ranger, Lake Cascade State Park  
Tom Lenigan - Ranger, Lake Cascade State Park  
John Redd – Ranger, Three Island State Park  
Tyler Barron (Lateral Transfer from Hells Gate State Park) – Ranger, Three Island State Park  
William Weygint (Promotion - Seasonal) – Bruneau Dunes State Park  
Bri Ford (Promotion) - Assistant Manager, Lucky Peak State Park  
Carlleen Brehmer – Admin Asst 1, Eagle Island State Park

**Current Openings:**

Ranger – Lake Cascade State Park  
FY24 Ranger – Three Island State Park  
FY24 Admin Assistant 1 – Lucky Peak State Park  
Assistant Manager – Ponderosa State Park

**East Region**

Kirsten March (Lateral Transfer from Harriman State Park) - Ranger, Lake Walcott State Park  
Krinn Jones (Promotion - Seasonal) - Ranger, Massacre Rocks State Park  
Adam Arbonn - Ranger, Massacre Rocks State Park  
Ryan Buffington – East Region Manager

**Current Openings:**

Ranger – Bear Lake State Park  
FY24 Ranger – Thousand Springs State Park  
FY24 P&R Equipment Operator  
FY24 Recreation Site Maintenance Foreman  
FY24 Utility Craftsman  
Manager 2, Lake Walcott State Park



## MANAGEMENT SERVICES QUARTERLY REPORT

April – May – June 2023

Fourth Quarter, FY2023

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 the Director and Board priorities, projects, concerns and implement the agency's strategic plan.

### **Administrative Duties**

- Focus on supporting the team members and providing them the tools to do their jobs effectively and enjoy what they are doing.
- Continual review of agency policies, interpretations and where updates may be needed.
- Continual review of parks and where possible expansion opportunities exist.
- Continue to work on various projects for the agency.

### **Major Tasks**

- Apr 3 to 7: Continued ongoing support for the closing of Hammond Hot Springs, LLC among the typical day to day duties.
- Apr 10 to 14: Spent the week in North Idaho. Met with ITD regarding possible MOU for the Farragut Intersection. Met with Heyburn Park Manager to discuss IDPR's leasing program among other issues. Caught up with our Natural Resource Manager. Toured facilities at Priest Lake. Met with local IDL representatives regarding land use issues. Toured Round Lake with Board member Roady and met with Idaho DEQ regarding the Trail of the CDA bike in campground concept.
- Apr 17 to 21: Administrative support for staff. Met with representatives building the Bruneau Dunes facility.
- Apr 24 to 27: Administrative support for staff. Started review of the FY2025 budget, met with representatives from IDL, continued discussions regarding the Billingsley Creek Campground and attended a NEPA discussion regarding the Lake Cascade marinas.



May 1 to 5: Attended the IDPR board meeting in Challis. Part of the ceremony for the Challis Hot Springs unit for Land of Yankee Fork.



Director Buxton speaking at Challis Hot Springs Ceremony



Governor Little speaking at the Ceremony

May 8 to 12: Administrative support for staff. Attended and presented to the Ashton City Council the agreement for the Ashton Visitor Center.

May 15 to 19: Discussed with staff the natural resource management lease for Eagle Island. Met with IDWR Director, IDPR Director and City of Hagerman staff regarding the water right transfer for Billingsley Creek. Interviewed candidates for the HRO positions. Interviewed candidates for the Management Assistant position.

May 22 to 26: Administrative support for staff. Interviewed candidates for Management Assistant position. Continued discussions on the Lake Cascade marina contract. Toured lava hot springs with LOYF manager Ron Jenks to get a feel for management of hot springs, toured Bear Lake with Park Manager and toured Formation Springs, currently owned by TNC. Drove to Preston with our contracts officer to file our water rights claims in the Bear River basin.



Lava Hot Springs Tour, LOYF Manager Ron Jenks



Bear Lake Manager Andy Stokes and I on tour of Formation Springs Cave

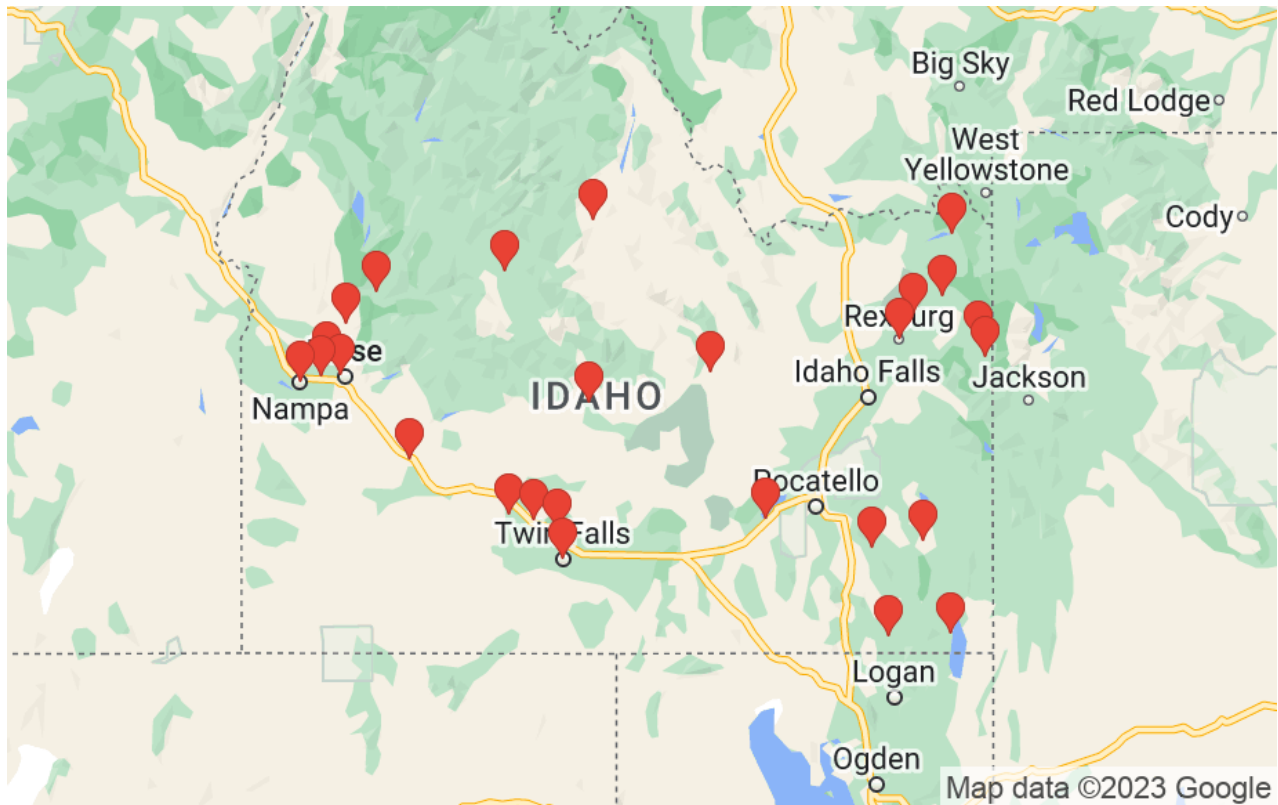


May 29 to 2: Drove to Tetonia, attended a meeting with the Mayor and A/T staff for the trail project. Attended and presented at the Friends of Harriman State Park annual meeting. Attended the Bruneau Dunes Observatory grand opening.



*Graineries in Tetonia, our bookend trailhead*

*Friends of Harriman Annual Meeting*



*Logged 3,634 drive miles in May representing IDPR.*



- Jun 5 to 9: Administrative support for staff. Multiple interagency discussions with DPW, IDL and DEQ.
- Jun 12 to 16: Attended the June budget meeting with the Board. Was supposed to meet with Board member Roady and attend the United Heritage Trust presentation at the Old Mission, but aircraft issues prevented that 😊 Drove to Ponderosa, met with United Payette group and worked on the Kokanee Cove project.
- Jun 19 to 23: Administrative support. Met with representatives from the engineering and consultant community. Keeping these relationships is important to IDPR's success.
- Jun 26 to 30: Continued negotiations for the Lake Cascade marinas. Luma launch, administrative support and toured Herrick Reservoir with DFD Development representatives.



*Herrick Reservoir, near Cascade*



## **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**

- Conducted two days of natural resource inventory at Round Lake.
- Worked with Eagle Island staff to remove hazard trees and assess tree infrastructure damage from winter concession.
- Attended friends of Harriman meeting to discuss natural resource plans for the park and East Harriman disposition.
- Collaborating with IDL to facilitate the future success of the State forestry competition held at Farragut State Park. This represents a great opportunity to help encourage future natural resource professionals as well as provide a unique educational opportunity to the public through hands on interpretive stations and signage focused on natural resource management.
- Administering 3 direct timber sales for Heyburn State Park. Two of these smaller projects address root rot and beetle damage and the third opened the right of way for the new waterline to be installed at the park.
- Conducted interviews for the Heyburn/McCroskey IDL shared forester position.
- Cruised and marked a new trailhead parking lot for Heyburn to be incorporated into their waterline replacement project.
- Working on specs and inventories for tree maintenance, removal, and replacement projects at HellsGate, Eagle Is, Walcott, 3 Island, Lucky Peak and the Coeur d Alene Lake Parkway.
- Setting up a reforestation project at Heyburn to prep and replant roughly 250 acres. Funding for the project is coming from a grant awarded to IDPR by IDL. This project will re establish seral species on a site thinned 25 years ago that

has not seen an acceptable amount of natural tree recruitment on the site due to extensive brush establishment.

- Planning a series of timber sales at Farragut to address the Forestry contest site, a future day use opportunity, as well as the campground development at the Peterson site.
- Working with IDL and ITD to strategize the process of removing hundreds of dead trees along the hwy 5 corridor through Heyburn heading East towards St.Maries. These trees have all succumbed to the winter salt treatments to the highway.
- Preparing for a timber sale at Priest Lake in their Lionhead campground to address the diseased and overmature Grand fir and Hemlock in the upper portion of that campground.
- Working with Eagle Island staff to address the proliferation of Eurasian water milfoil in their swim pond.
- Worked with Ponderosa staff to remove old growth hazard trees in their campground.
- Continued with administration of the “Park Beetles” sale at McCroskey State Park. This project is a direct response to a Western Pine beetle outbreak and facilitated expedited beetle infested tree removal reducing negative impacts to the residual stands and neighboring properties. The Project has treated 234 acres of Ponderosa Pine heavily infested with Western Pine beetles and overcrowded Douglas fir, 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. This salvage/restoration project will generate \$380,000 for the McCroskey endowment. All cutting and hauling is complete, temporary road obliteration, and general cleanup will occur this summer with seeding and pile burning this fall.
- Setting up a direct timber sale for Ponderosa State Park that will address clearing a corridor for the future access into Kokanee cove.
- Visited Land of the Yankee Fork Challis hot springs unit to consult with Park staff and assess health and condition/safety of the Natural resources at the site.
- Utilizing hazard fuel mitigation grant money and a contractor, we thinned and cleared vegetation along 7 miles of the trail of the Coeur d Alene’s through the length of the town of Osburn. This project reduced fire hazards considerably

along the trail as well as “cleaning up” extensive nuisance vegetation through town.

- Presented a unit on hazard tree evaluation and disease assessment at the North region Ranger Roundup.
- Working on a vegetation management plan for the B and C loops of Winchester Lake State Park.
- 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).
- Continued 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. Signs are planned to go out to a contractor this fall for design and print.

## OPERATIONS DIVISION QUARTERLY REPORT

April-May-June 2023

### 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, and the Natural Resources Management 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

- Participated in monthly manager meetings.
- Conducted weekly region manager teleconference calls.
- Worked with Steve Martin on FY25 budget request.
- Visited Harriman, met with staff.



*April showers don't mean May flowers at Harriman*

*Getting a better understanding why park need snow removal equipment*

- Attended Army Corps, Lucky Peak, masterplan open house in Boise.
- Attended S1196 signing at Governor's Office.



- Attended Rocky Mountain State Park Director's Conference in Newport, OR.



*Three Amigos on park tour*



*Networking with my counterpart Matt from AK*

- Attended non-motorized funding meeting at Gowen National Guard.
- Met with BOR and Cascade Marina Proposal respondent to discuss the NEPA process.
- Participated in Human Resource Officer interviews.
- Participated in Executive Assistant interviews. Hired Joanna Hiller
- Conducted East Region Manager interviews. Hired Ryan Buffington.
- Participated in Winchester Park Manager Interviews. Hired Dylan Goodell.



*Winchester Park staff and IDFG discussing the flood waters and the dam's shortcomings*

- Conducted Hells Gate State Park Manager Interviews. Hired Steve Kuskie.



*Hells Gate Dock upgrades looking good*



*Hells Gate Park view from trail system*

- Met with IDFG and IDL to discuss possible joint seasonal housing solutions.
- Met with Joy Vega to get updates on projects legal assistance.
- Attended Bruneau Dunes observatory dedication.
- Met with DFM and Governor's office regarding EALS.
- Participated in 21<sup>st</sup> Annual Governor's Trail Ride in southwest Idaho.



*Chairman Beckley babysitting me on the trail ride*



*Management discussion at trail ride*

- Participated in LUMA training.
- Visited Lake Walcott with Lupe from HR.



*Park Manager Ryan Buffington and Lupe Arteaga showcasing shoreline at Lake Walcott State Park*

### **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.

- Education staff statewide held 53 OHV Safety classes for 325 participants and held 9 OHV train-the-trainer & instructor refresher classes for 30 students.
- Attended the 12<sup>th</sup> annual Magic Mountain OHV Safety Fair in Hansen ID.
- Designed and developed OHV Law Enforcement Repository and created OHV Law Enforcement Inspection forms for statewide distribution.
- Held first curriculum run of OHV Law Enforcement class with instructors only, for classroom and filed instruction.
- Distributed 2,250 OHV Education class brochures regionally.
- Distributed 450 OHV Law Enforcement pocket reference guides to regional law enforcement organizations.
- Distributed 3,000 OHV in Idaho brochures regionally.
- Held annual Trail Ranger and Trail Cat operator training for all staff.
- East Region Trails Specialist started projects in Sawmill Canyon on the Salmon Challis National Forest, installed a restrictor gate and 200' of Jack Fence at Bull Creek Trailhead and converted Red Rock 50" trail to 64" trail designation. Also, the Trail Creek Trail #6186 in Sawmill Canyon was re-designated back to a motorized single-track route.
- Attended Idaho State Snowmobile Association spring board meeting in Orofino ID.
- Assisted with Challis Trails Summit in Challis ID where staff from IDPR, Bureau of Land Management and Forest Service discussed trail related topics and plans for the surrounding areas of the Challis community.
- Installed a 10x12' cattle guard on German Dugway trail in the Bear Mountains, Caribou Targhee National Forest.
- Attended International Snowmobile Congress held in Moline IL.
- Re visited Elk Meadows trail on the Sawtooth National Forest, SNRA with members of OSC, FS, Fish and Wildlife Service to scout out new trail route and plan for proposal to Forest Service.

### **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.

- Boating program staff and county partners installed two loaner stations at Murtaugh Lake, one in Horseshoe Bend, and one at Bear Lake. We have eight more installations planned around the state over the next several months.
- Boating Program staff have hosted many boating safety outreach events around the state reaching thousands of boaters.
- IDPR hosted the eight-day 2023 Marine Law Enforcement Academy; 18 officers completed the training and are now working as marine deputies around the state.
- IDPR staff have distributed education and outreach materials to our county partners and worked with our partners to stock all the statewide life jacket loaner stations.
- IDPR staff are preparing for the 2023 Marine Tactical Advantage training course which we will host in partnership with Minidoka County this fall.

### **Collaborative Program:**

The following is a list of activities recently completed by the Land Access Coordinator.

- From April through June, submitted formal agency comments for **nine** separate policymaking, land use, and travel management planning NEPA processes, each analyzed for impact on recreation access, ranging from initial scoping to final environmental impact statement and records of decision.
- At least five national-level policymaking and forest-level land use NEPA processes are ongoing for analysis by staff, with official commentaries due for submission to federal agencies over the next quarter. Federal administration priorities continue to drive national policymaking initiatives with potential to impact recreation access. Federal funding and legislation continue to drive land use proposals affecting recreation access often within scope of the ongoing National Wildfire Crisis, notably National Forest vegetation management projects to which recreation access projects are often tied.
- Staff participated in Department of Lands Public Recreational Use rulemaking process, with Policy expected to be finalized in November.
- Staff continues to develop cross agency relationships with personnel at BLM, Forest Service, and Idaho Department of Lands in pursuit of coordination and cooperation in advancing recreation access.
- Subsequent to a previous broad review of in-process public land management plans across all of Idaho's National Forests and BLM regions, staff continues to follow up with land managers to encourage movement and offer cooperation on planned but yet to be implemented or funded trail access opportunities.
- Corrections, additions, emergency closures, and reroutes of recreational trails discovered over the report period were analyzed and communicated to GIS specialist for



updating of the Idaho Trails web mapping application. The quality of the app continues to improve from an ongoing deep audit of USFS MVUMs and BLM Travel Plan maps. ArcGIS licensing and training of staff is underway to enable direct management of the Trails App in the future.

Twenty-seven collaborative, field trip, and stakeholder meetings were attended, notably:

- Multiple Idaho Office of Species Conservation and Office of Energy & Minerals (State Family) meetings for land use planning, ISDA for national level BLM Policymaking, and monthly Payette Forest Coalition, Boise Forest Coalition, and Clearwater Basin collaboratives.
- Staff outreach to clubs and user community representatives is ongoing as relationships are developed, including with statewide associations IRC & Idaho ATV/UTV, and local user groups such as CITRA, MVTMA, and Canyon Co. ATV/UTV.
- Staff continues participating, or establishing contact anew, with additional less-active Collaboratives as any convene or propose new business.

#### **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 and routine tasks around the office.

- The Non-Motorized Trails Coordinator position was filled by Hailey Brookins. She is working to understand the operations of the non-motorized trails program and build relationships with partners.
- The Non-Motorized Trail Program has continued participating in Idaho's Non-Motorized Trails Initiative whose primary focus is securing a dedicated funding source for non-motorized trails.
- The Non-Motorized Trail Program has continued participating in the Boise Forest Coalition and the Great Boise Recreationalists group to advocate for Idaho's non-motorized trail users.
- The Non-Motorized Trail Program conducted a trails assessment at several trails surrounding the Idaho City yurts to determine current trail maintenance needs. To address some of these needs, the program is partnering with the Idaho Trails Association to coordinate two volunteer trail work weekends.
- The Backcountry Yurt Coordinator is working to find a septic company to empty the pit toilets at the yurts. She is also working with the Idaho City Ranger District to relocate the pit toilet at Skyline Yurt to a pumpable location.

- The Non-Motorized Trails Program, in collaboration with the Development Department, is coordinating trail work along the Idaho Centennial Trail. With funding from IDPR, an estimated 160 miles of maintenance will occur along the Idaho Centennial Trail during the 2023 work season. The work is being completed by the Selway-Bitterroot Frank Church Foundation, Idaho Trails Association, and Student Conservation Association.
- The Non-Motorized Trails Program Coordinator is attending Geographic Information Systems (GIS) trainings. This knowledge allows the program to update summer and winter non-motorized trails inside IDPR's mapping apps to better reflect recreation opportunities and to keep users on public land.
- The Non-Motorized Trails Program is collaborating with the County 8A Winter Grooming Program, Idaho Transportation Department, Idaho City Ranger District, Greater Boise Recreationalists, Idaho Recreation Council, and a private yurt developer to improve plowing operations and winter parking lot accessibility at Whoop Um Up parking lot.

**RESERVATION & REGISTRATION (R&R) PROGRAM QUARTERLY REPORT  
April – May – June '23**

**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**

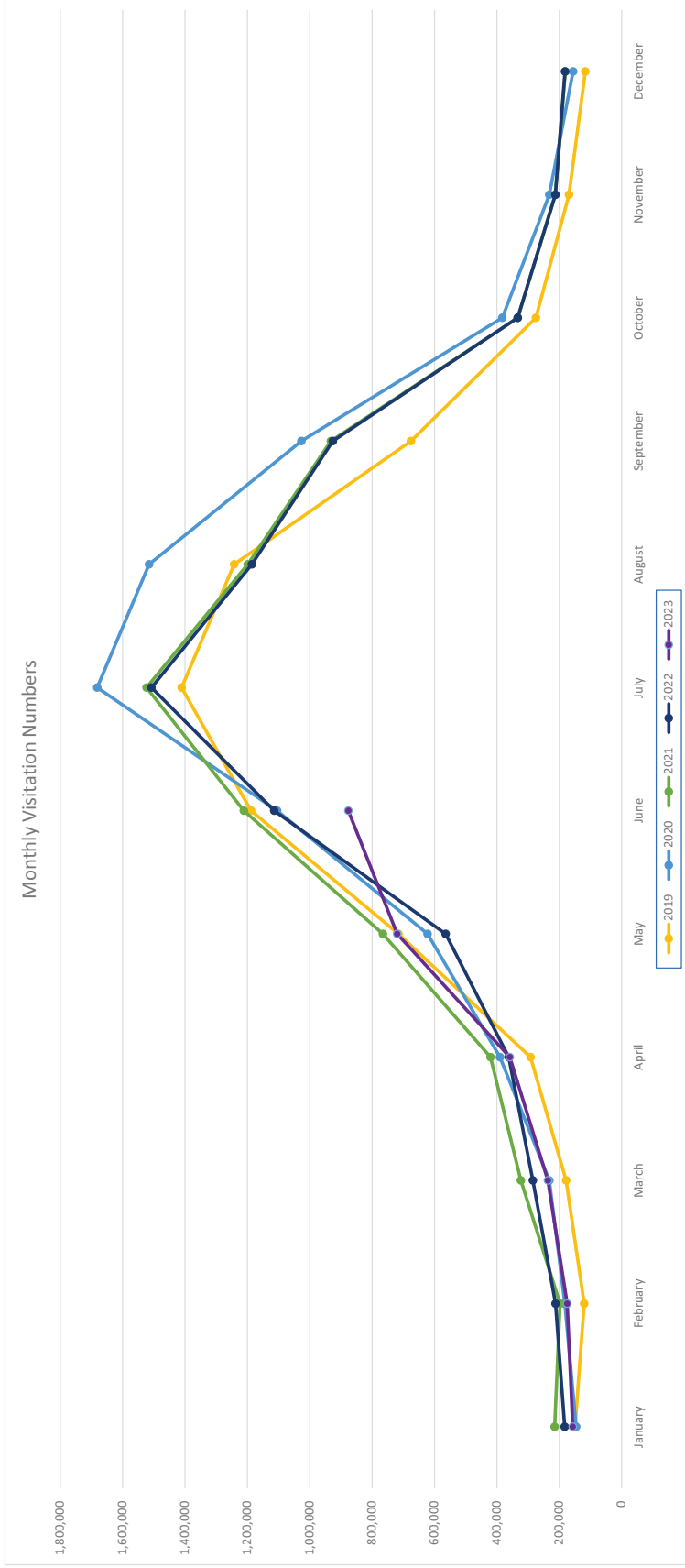
All sales are on par with the previous year's sales. Now that the Governor has signed S1017, we will work with our stakeholders and vendor to add the option of selling two-year boat registrations.

<b>Vehicles/Permits</b>	<b>Apr-Jun 2023</b>	<b>CY 2023</b>
<b>Boat</b>	<b>47,495</b>	<b>70,813</b>
<b>OHV 1 yr</b>	<b>21,817</b>	<b>33,122</b>
<b>OHV 2 yr</b>	<b>21,613</b>	<b>32,671</b>
<b>OHV 1 yr Non-Res</b>	<b>4,774</b>	<b>5,752</b>
<b>OHV 2 yr Non-Res</b>	<b>2,456</b>	<b>3,265</b>
<b>Snowmobile 1yr</b>	<b>52</b>	<b>6,082</b>
<b>Snowmobile 2yr</b>	<b>65</b>	<b>1,543</b>
<b>Snowmobile - Non-Res 1yr</b>	<b>79</b>	<b>10,765</b>
<b>Snowmobile - Non-Res 2yr</b>	<b>8</b>	<b>254</b>
<b>Snowmobile - Rental</b>	<b>0</b>	<b>84</b>
<b>PAISS Non-Motorized</b>	<b>63,284</b>	<b>76,620</b>
<b>PAISS Not Reg. in Idaho</b>	<b>5,251</b>	<b>5,872</b>
<b>Park N Ski 3-Day</b>	<b>367</b>	<b>1,328</b>
<b>Park N Ski Annual</b>	<b>38</b>	<b>714</b>
<b>Annual MVEF</b>	<b>1,247</b>	<b>1,830</b>
<b>OHV MVEF</b>	<b>812</b>	<b>1,040</b>
<b>Totals</b>	<b>169,358</b>	<b>251,755</b>

### YoY Monthly Visitation Numbers

	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Total	%Δ	
<b>2016</b>	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		
<b>2017</b>	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%	
<b>2018</b>	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%	
<b>2019</b>	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%	
<b>2020</b>	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%	
<b>2021</b>	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%	
<b>2022</b>	182,627	211,845	284,580	362,331	564,638	1,113,869	1,507,667	1,185,488	926,060	333,462	212,769	181,552	7,066,888		
%Δ	-14.99%	7.13%	-11.96%	-13.83%	-26.25%	-8.06%	-1.03%	-1.12%	-0.66%	0.18%	-0.02%	0.52%		-5.95%	
<b>2023</b>	156,895	174,542	236,286	358,714	719,901	876,292							2,522,630		
%Δ	-14.09%	-17.61%	-16.97%	-1.00%	27.50%	-21.33%									-21.33%

\*CDA Parkway using vehicle multiplier - strictly a trail counter - 2023 numbers averaging ~50% less



### YoY Year-to-Date Visitation Numbers

	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Total	%Δ
<b>2016</b>	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	
<b>2017</b>	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%	14.23%	14.48%	13.58%	12.22%	11.67%	11.49%		11.49%
<b>2018</b>	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%	10.21%	2.16%	2.34%	3.41%	4.14%	4.70%	5.34%	5.59%	5.75%		5.75%
<b>2019</b>	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%
<b>2020</b>	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%
<b>2021</b>	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%
<b>2022</b>	182,627	394,472	679,052	1,041,383	1,606,021	2,719,890	4,227,557	5,413,045	6,339,105	6,672,567	6,885,336	7,066,888	7,066,888	
%Δ	-14.99%	-4.38%	-7.71%	-9.94%	-16.43%	-13.20%	-9.22%	-7.56%	-6.61%	-6.29%	-6.11%	-5.95%		-5.95%
<b>2023</b>	156,895	331,437	567,723	926,437	1,646,338	2,522,630								
%Δ	-14.09%	-15.98%	-16.39%	-11.04%	2.51%	-7.25%								

\* CDA Parkway using vehicle multiplier - strictly a trail counter - 2022 numbers averaging ~50% less

\* 2022 NEW traffic counters at parks where previously they supplied estimates



**EAST REGION QUARTERLY REPORT  
APR – MAY–JUN 2023**

**EAST REGION SERVICE CENTER – WALLACE KECK, INTERIM SOUTH REGION BUREAU CHIEF  
WORKFORCE HIGHLIGHTS**

- One of the rangers from Harriman was granted a transfer into the new ranger position at Lake Walcott, which has created a vacancy at Harriman yet to be filled. A new ranger position was filled at Massacre Rocks, and another one at Thousand Springs. Ryan Buffington was selected as the East Region Bureau Chief. Wallace Keck returned to the Manager 3 position at City of Rocks and Tara McClure Cannon moved from Acting Superintendent to Assistant Park Manager. Harriman’s new Manager 3, Jess Brumfield, started May 6.

**PROJECTS AND PROGRAMS**

- Challis Hot Springs was successfully opened and is a fully integrated unit of Land of the Yankee Fork State Park. Opening of the new Billingsley Creek campground at Thousand Springs has been delayed. Meanwhile traffic to the new visitor center and other units is high. Construction of the road to the Graham Creek Canyon unit of Castle Rocks has begun. Several potential sites for inclusion into Idaho State Park system (East Region) were visited by park and HQ staff:

<b>SITE</b>	<b>SIGNIFICANCE</b>	<b>CURRENT OWNERSHIP</b>
East Fork Rock Creek	Spring, riparian area, RV camping	Idaho Department of Lands
Formation Spring	Soda dams, caves, fragile creek features	Nature Conservancy
Indian Rocks	Primitive RV camping	Bureau of Land Management
Oneida Narrows	Camping, day-use, tubing Bear River	Pacific Corps/BOR/BLM
Fish Haven 28 acres	Camping, day use	Private
West Beach 65 acres	Additional access, day-use, nonmotorized	Pacific Corps

**UNUSUAL WEATHER CONDITIONS**

- Most parks throughout the region experienced consistently low temperatures, frequent hail, thunderstorms, flashfloods, and high winds throughout the spring quarter. This persistent pattern of less than desirable weather stifled preparations for seasonal start-up as well as camping. Harriman did not begin to see bare ground until the second week of May. By the end of the quarter, temperatures continued only into the 70’s. Parks experienced exceptional wildflower blooms, and excellent hiking conditions. Managers will need to continue monitoring for increased fire danger in the third quarter, due to lush growth becoming heavy fuel in hot, dry conditions.

**HIGHLIGHTS**

- Bear Lake Manager Andy Stokes and Interim Region Manager Wallace Keck represented IDPR Director Buxton at Malad City Capital for the Day, April 27. Keck and Harriman Manager Jess Brumfield represented the director at St. Anthony Capital for the Day, June 15.
- Ashton-Tetonia Trail now has a functioning visitor center in Ashton. On June 14, a small group of Harriman and east region staff conducted a natural and cultural resource inventory on the 29.6-mile A-T Trail. The purpose was to determine and document sites and structures of historic, cultural, and natural significance. The team documented natural communities that were near intact and undisturbed by the railroad. They encountered moose, elk, black bear, and other wildlife species, including 35 species of birds and 93 species of plants.

**BEAR LAKE – ANDREW STOKES, PARK MANAGER**

**Customer Service**

- We still had snow on the ground over the first week of May which impacted a few of our early camping reservations and we were unable to access our pump house, valves, and water tank to turn on the water. We did remove some snow from a few sites to give some access.
- We pulled our 120 or so tables off North Beach in June. IDL wanted park staff to pull tables back up each night after patrons have pulled them down below the historical high-water mark. What would take a crowd of patrons to pull tables down in one morning, would take park staff 3-4 hours, often until 11pm at night to pull back up one by one. We are worried about a little backlash from the public.

**Park/Program Usage**

- We had a very wet and cold June which impacted usage. Our revenue in 2022 was \$165,535 and with two days left in June, we were only at \$100,110. It rained almost every afternoon in the month and temps were in the low to mid 60s. We only reached the 70s a few times so far this year.
- The lake continues to rise. The historical high-water mark for Bear Lake is an elevation of 5,923.65. Our low for last year was 5,909.70 or down nearly 14 feet from high water. By the end of June, we were at 5,917.10, an increase of 7.4 feet and 6.55 feet away from high water. The seven feet of rise made the beach at East Beach inaccessible to vehicles although we still had room for vehicular traffic on the beach at North Beach.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

**Park Sponsored Program or Event**

- 47 kids attended a Jr Ranger program put on by ranger Lisa. They “Stepped into Spring” by making garden steppingstones and learned about “leave no trace”. We held two programs on a Friday and Saturday.
- The park sponsored a Cops and Bobbers event at our local rearing pond in Montpelier on June 10, which is Free Fishing Day in Idaho. It was wildly successful; the kids had an incredible time as well as our local officers. We had officers from ISP, Bear Lake County Sheriff’s Office, Montpelier PD, and Fish and Game. We provided fishing poles and tackle boxes that were donated to the park by IDFG for public use and several of the officers thanked us and just about begged us to keep doing it year after year....that is our plan.

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experience	1	80 (55 kids)
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming	2	47
School Programming		
Special Events		
Special Events Held Off-Site		

### Preservation of Natural, Cultural, and/or Historical Resources

- Even with the aggressive feeding program, we still have several deer that didn't make it through the winter. Out of the estimated 8,000 deer on the east side, it's estimated that 3,500 died.
- We have been researching historical information regarding the park and discovered that East Beach was dedicated as Mountain Fawn by Governor Evans. Mountain Fawn was a local Native American woman. We are unsure why we now call it East Beach but are interested in the possibility of returning to the original name. It is said that Mountain Fawn is buried somewhere in the east hills overlooking the lake. We feel this is a story that has been forgotten and possibly worth exploring and revitalizing.
- Continued to meet with the Bear River Environmental Coordination Committee and Dry Canyon Advisory Committee. Also attend Highlands Cooperative Weed Management Area meetings.
- Working with IDL on submerged land leases for both North and East beach.
- Also working on encroachment permits with IDL and the U.S. Army Corps of Engineers.

### Staff Training

- Ranger Lisa finished her CPR/First Aid instructor training.
- Both rangers completed Supervisory Academy in Boise.
- Ranger Lisa attended a training course to help with grants.
- Ranger Sheila attended a Dealing with Tragedy in law enforcement with Bear Lake County Sheriff's office.
- Andy, Lisa, and Amy (seasonal staff members) became certified ATV instructors.

### Manager's Narrative

- Ranger Sheila continues to make wonderful improvements to our gift shop.
- Gave a tour of Formation Springs to board member Mike Roach.
- Adam, Heidi, and I met with Idaho Dept. of Water Resources regarding water rights we own. With the judication that was filed for the area, we had to reaffirm our water rights. We found that we needed to make changes to our irrigation well for east beach. Our logs showed we were only watering five acres, but we are watering closer to eight. We filed for temporary water rights.
- Met with our water engineer to conduct a water study at East Beach. I researched all our old documents and assisted them in taking survey points. The preliminary discovery after all our information gathering is that we can produce and deliver water to all areas of the park for both current and future sites.
- Installed a loaner lifejacket station at East Beach and held an ATV instructor course for staff.
- We spent a lot of time in the campground relandscaping several areas. We are also working on a new area that will provide patrons with a place to play many of the popular lawn games.
- Working on a grazing lease for the first time in our history. Much of our property is unfenced with land that is used for grazing to the east of our property and many of the cows stay on our property. I approached the rancher and asked that he do a grazing lease with the state park, and he agreed. He has the contract and is in the process of signing and providing a check for payment.
- Met with county road department supervisor on moving the exit at North Beach. The current exit is too close to the kiosk and creates a traffic hazard.
- Working with Nathan Powers on fixing several docks at North Beach with this first round of funding. This will improve our day-use opportunities.
- Working with Heidi on easements for OHV trails on the East side. This will turn our campground and day-use into an OHV destination.

### **CITY OF ROCKS – TARA MCCLURE-CANNON, INTERIM PARK MANAGER**

#### Customer Service

- Fish and Game have approved our \$10,000 grant to start ordering Archery Targets.



- Tara, Trenton, and Shalene hiked out to the Graham Property and flagged out the access ROW for visitor access and for preparation for road construction.
- Stephen completed the campsite signage update for CIRO and CRSP.
- Stephen responded to a climber’s fall with serious injury.
- Stephen completed climbing permit assessments.

Park/Program Usage

- Usage for this quarter: Campgrounds = 5633 site nights; Lodge = 57 nights; Glamping Yurt = 61 nights; Bunkhouse = 60 nights, Shelter = 2.
- Visitor center attendance = 660 in April; 2,228 in May, and 3,015 in June.

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
Group Use Permit	6	350
Film Permit		
Backcountry Camping Permit	14	36
Other permits	9 TCAs	

Park Sponsored Program or Event

- Orientation video: shown 74 times to a total of 196 visitors in April, 136 times to a total of 545 visitors in May, and 126 times to a total of 496 visitors in June.
- Tara hosted Introduction to Archery every Saturday in April.
- Tara and Shalene participated in the CSI Burley Center STEM night.
- Tara and Sophia hosted an Earth Day Junior Ranger program.
- Sophia gave a talk to the Daughters of the American Revolution in Twin Falls on Women on the California Trail. She led the park’s portion of the Twin Falls Library Earth Day, the Pioneer Games at the Twin Falls Library, and the CA Trail Enactment Weekend at the visitor center. She hosted the Birding Blitz at the beginning of June. She and Austin presented on light pollution and how we can help keep our skies dark.
- We led four successful school field trips and hosted two self-guided field trips.
- We started the Ranger Talks on Tuesdays and Thursdays. There was a record number of people for Kevin Pogue's talk with 45 people attending.
- The California Trail Interpretive Center came and kicked us off as well as added some Junior Ranger activities.
- Stephen helped with the Pioneer Endurance Ride, assisted the American Safe Climbing Association (ASCA) with Stripe Rock re-bolting project of Cruel Shoes, assisted the challenged Athletes Federation at Bread Loaves.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	14	622
Traditional Interpretation	25	416
Environmental Education	7	280
Jr. Ranger Programming		
School Programming		
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- Finalized working with IDFG to remove goldfish and worked to get back on schedule for fish stocking.

- Completed testing of possible graves in the California Trail Corridor. Negative find, but the project allowed us to create a stronger working relationship with partners.
- Hosted and provided logistics for research crews from the USGS, USFS Forest Health Protection, and Upper Columbia Basin Network Inventory and Monitoring program.
- Contracted and tasked crews from the Student Conservation Association and Montana Conservation Corps as they completed trail and road projects (3 weeks of labor).
- Worked alongside Invasive Plant Management Team to spray invasive plant species throughout both parks.
- Brian, the new GIS tech, has been filling in holes in the parks trail data. He also plans to start working with the GIS database shortly.
- Tara and Shalene visited Craters of the Moon to help determine if bison bones were cultural. This visit is important to our partnership with the southern Idaho parks.

#### Staff Training

- Austin and Cole attended Restoration of Sagebrush Ecosystems class.
- Stephen completed the CPR Instructor course.
- Tara attended superintendent compendium training through the NPS.
- Staff completed the required LUMA trainings as they were made available.
- Tara, Sophia, and Robb attended reservation training in Idaho Falls.

#### Manager's Narrative

- Tara worked with NPS to get NPS FY 23 funding into Grant Solutions and be approved.
- Tara and Trenton attended the Southern Idaho Fire Dispatch Board Meeting in Shoshone.
- Tara completed new kiosks for placement throughout the parks and is having them manufactured.
- Tara participated in Dark Sky Week on social media for CIRO.
- Tara reviewed and commented on the CIRO/CRMO MOU from NPS.
- Tara completed tribal consultation on the Graham Creek Canyon Road project and the Oregon-California Trail Association (OCTA) testing project.
- Tara, Trenton, and Austin attended a pre-season fire meeting with BLM.
- CIRO's cooperative agreement modification budget was approved on June 28 to fund NPS FY2023.
- Cooperative Management Agreement (CMA) waiting for approval at Director's level – we are operating without a CMA or a CA between IDPR and NPS.
- Miquela started at the park as the Teacher Ranger. She did 25 hours of learning about the park through working with different programs. Now she is working on her project for CIRO.
- Trenton and his crew repaired 2.5 miles of the Taylor acquisition fence.
- Graham Road has seen a lot of improvements. The first cattle guard has been installed by Trenton and his crew.

### **HARRIMAN/HENRYS/ASHTON TETONIA TRAIL/MESA FALLS – JESS BRUMFIELD, PARK**

#### **MANAGER**

##### Customer Service

- Even though visitation was slow due to weather, park staff remained busier than ever. Staff started preparing for the summer months by recruiting seasonal employees, getting summer equipment operational, and preparing rental facilities.
- Fishing and river trails opened on June 15.

##### Park/Program Usage

- Visitation was slow in April and May but started to pick up in June as the weather started to cooperate.

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

- Junior Ranger Badges: 3 in April, 1 in May, and 18 in June.
- Public tours of the historic buildings started May 26. Tours run Fridays, Saturdays, Sundays, and holiday Mondays from 10:00 a.m. to 3:00 p.m. Volunteer tour guides provided a total of 16 tours with 83 participants over Memorial Day weekend, and 83 tours with 399 participants during June.
- May was a busy month for schools visiting Harriman with five schools visiting. They enjoyed activities such as guided hikes, historic building tours, and other outdoor activities.
- In June, interpretive programs continued with a focus on both natural and historical resources of the park. Programs included Full Moon hikes, Bear programs, Let’s Talk about Trees, a talk about the significance of the Union-Pacific railroad to the region and its people, The Other Brother with discussion on the life and accomplishments of Averell Harriman, a Fly-Casting workshop, stories about what life was like on the ranch before it became a park, and Ranger Storytime.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	4	96
Traditional Interpretation	102	522
Environmental Education	4	72
Jr. Ranger Programming		
School Programming	5	511
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- The JCCs came to the park in April and assisted staff members by shoveling a path to our historical buildings.
- In April, staff worked to install bat netting along the historical building structures to mitigate further damage and try to prevent bats from entering the facilities. At the end of May, the bats returned to roost and to birth pups in the buildings. Although staff put up netting on numerous problem buildings to deter bats from entering, this did little and bats continue to be an issue (smell, feces, making holes). Now bats are back in the Bunkhouse attic but cleaning, air circulation and putting down cedar chips and plastic in the attic have kept odor issues from occurring so far.
- Marmots are still around the buildings but with more visitation, they are more wary of people. Bears have been seen passing through the park, but there have not been any issues of them being in garbage can areas. Development staff were here to inspect buildings for historical preservation projects in the future.

Staff Training

- The Assistant Manager is participating in the CPM program.
- First aid and CPR training – 4 hours. 16 staff attended from Henry’s Lake, Harriman, and Mesa Falls. This included full-time, seasonal, and volunteers.
- Staff members attended trainings/refreshers on the basics of chainsaw use and trailer towing.

- The ATT Ranger and two maintenance rangers attended a Professional Weed Applicator license training.

Manager’s Narrative

- Jess Brumfield began on May 6 as the new Park Manager and began the process of orientation to the operations.
- Friends of Harriman meetings occurred in May and in June with various IDPR participants, to discuss relationship-building, projects, and funding.
- Jess and other staff attended the Henry’s Fork Foundation Ranch Opener Event, Friends Ranch Opening event, and Sustainable Fire Meeting. Jess continues to meet members of the public and park volunteer groups.
- Numerous computer issues are taking a serious toll on staff and work progress and completion of work items including LUMA access and training, reports, outreach information, scheduling, S Drive access for files, scanner, etc.
- 50 volunteers on June 28 performed various park projects.
- 25 volunteers from the Idaho Falls Nordic Ski Patrol did woodwork projects with chainsaws, roof disassembly, raking, etc.

**ASHTON TETONIA TRAIL**

Customer Service

- Hosted a community meeting in Ashton to update the community about upcoming park projects and receive questions/comments.
- Attended the Ashton Chamber of Commerce meeting in May to get updated business/community event information to promote in the Ashton Visitor Center and worked with the committee to get an updated banner of local businesses on the exterior kiosks.
- Vault toilets were opened in June and are cleaned 1-2 times weekly.
- Spoke with a local landowner regarding trespassing on a private property near France. Better signage will be posted in the problem area.

Park/Program Usage

- Car counters were removed for the winter season and resumed in May.
- QR Code Scans: **13** total scans for the month of April, 6 for May, and 49 for June.
- May visitation: Marysville 816 vehicles; Judkins 771 vehicles; Visitor Center 92 people.
- June visitation: Marysville 852 vehicles; Judkins 785 vehicles; Visitor Center 410 people.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events		
Special Events Held Off-Site		

### Preservation of Natural, Cultural, and/or Historical Resources

- Developed an Ashton-Tetonia Trail specific volunteer handbook for the new visitor services hosts who started in May.
- Attended a meeting with the Mayor of Tetonia to discuss potential projects for that end of the trail.
- Began weed management, mowing, and trail maintenance in May for the season.
- Staff worked with Region Manager Wallace to complete a natural resources inventory of the trail, listing 76 different species of plants, 31 species of birds, and 6 species of other wildlife.
- In June, the IDPR logo was added to the outside of Ashton Visitor Center, also added interpretive skull/insect exhibits, and a TV display.

### Staff Training

- Attended IDPR Reservation Training.
- Weed Warriors Training (6 hours).

### Manager's Narrative

- Memorial Day weekend was the first weekend the new (to IDPR) Ashton Visitor Center was open. We had visitors stop in from Switzerland, Australia, and many US states. The visitor center is proving to be a great resource for the park, community, and travelers. Thank you so much to the IDPR Board and staff who put forth effort and support to make this happen. I had such a fun weekend and am enjoying the amenities that this beautiful facility has to offer. –Abby
- Park usage continues to increase. Even with the late snow melt on the trail, visitor counts have risen from last year (1,515 in May 2022 compared with 1,587 in May 2023). The increased visitation is showing a need for expanded parking areas at some of the busiest trailheads. ATT Ranger has discussed parking issues with Nathan, the region construction manager, to consider in the design of the upcoming development project on the trail.



IDPR Logo on Ashton Visitor Center (Thank you again North Region Crew for making this beautiful sign!)

### HENRYS

#### Customer Service

- The dump station/septic project was added to the Idaho DEQ grant list and we are waiting to hear about funding.
- Meetings were held with development, architects, and staff to discuss the new camp sites at the park. It was decided that a combination of two concepts would be looked at, including moving the kiosk and/or visitors' center, and new full hook up sites east of Caddis Loop with deluxe camping cabins. Because the septic connection to Fremont County's system did not get approved, there will be a large drain field, possibly south of Caddis, that can be added to, as needed, for growth. The ramp replacement will be a part of the 1<sup>st</sup> Phase. A tour of the area was taken to show newcomers the possibilities.

- Staff were at the park for the first time in 2023 on April 28 to remove snow. Most sites by the hill (south side of the loop) were buried to the top of the electric panels or above and the tables could not be seen.

Park/Program Usage

- There were 25 nights rented in the park before reservations started and the campground was full on the Saturday and Sunday nights of Memorial Weekend, and the overall total was 4.5% higher than last year.
- May’s vehicle count was 7,694. The entrance station was opened almost two weeks early to catch the anglers who were not paying. June’s vehicle count was 13,519, which was a decrease of 2,585 from last year.
- The Cut-throat trout were in the ramp area spawning and opening day was “catching” from the shore instead of fishing. The weather was nice, but not as nice as the days leading up to the weekend. Last year it snowed, so it was much improved from then.
- There were no full nights in the campground in June although two nights were close. There were only three nights of tent camping in one site. Camping continues to decrease going from 84.4% full or 75.1 sites per night occupied in 2022 to 82.4% or 73.4 sites per night in 2023.

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

- The interpretative programs given at Henrys Lake State Park in June included: Junior Ranger: How does a bird’s beak limit or help the bird to eat; True Tales from the Wild: Storytelling; Avian Adventure; Wildflower Wander; The Nature Games; Insect Safari; Kayaking 101.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	4	33
Traditional Interpretation	3	26
Environmental Education		
Jr. Ranger Programming	2	0
School Programming		
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- The Trumpeter swans did their best, but no cygnets hatched again this year.

Staff Training

- Reserve America/Aspira training at regional office, 4 hours.
- Online Luma Training, 11 hours.
- Staff members attended First Aid/CPR, 4 ½ hours.

Manager’s Narrative

- We set up a QR Code for walk-in reservations and a new sign was designed and purchased. It has the QR code on the bottom which takes customers to the Henrys reservation page. This makes it easier for walk-ins to reserve a site for more than one night or to pay on arrival. Staff also installed all the new interpretive signs.

- The lake level had risen to 100% by the end of May and the Upper Snake River system was at 85% of capacity.
- The lake level was 100% all of June and the Upper Snake River system was at 91% of capacity on the 29 and 90% by the end of the month.
- A gentleman (Scott & Iwona Stahley) from Southeast Publications and My Sites visited on June 30. The company he and his wife work for create maps for customers of a park. He said they have worked with Ponderosa and Lake Cascade State Parks and left a sample of their maps. The Stahley's find advertising/sponsors in the area then create and print the map, making it free for the park's use.
- FY 2023 total revenue was \$407,083.08 compared to \$480,820.44 in FY 2022, a decrease of \$73,737.36.

**MESA**

**Customer Service**

- The resale operation at Big Falls Inn at Upper Mesa Falls continues to remain open 7 days a week from 9:30 am till 5:00 pm. This operation could not continue without the full cooperation and collaboration between the US Forest Service and the Idaho Department of Parks and Recreation. It is a wonderful sight to see staff members willingness to assist both parties to ensure that visitors get the experiences they're looking for.

**Park/Program Usage**

- As soon as staff members open Big Falls Inn at Mesa Falls for the day, visitors are ready to purchase the resale items and ask questions about the area. Most days there was a line of vehicles waiting to enter the area.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

**Park Sponsored Program or Event**

- The USFS staff members and volunteers are conducting various interpretive programs daily. These programs include geology, wildlife, pelts, insects, and other displays with associated talks. Harriman staff assist with answering questions, the USFS Junior Ranger booklets, coloring activities and sending visitors to the exhibit room in the back of the building.

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events		
Special Events Held Off-Site		

**Preservation of Natural, Cultural, and/or Historical Resources**

- Staff help to keep the Big Falls Inn building clean and maintained throughout the summer season.

**Staff Training**

- IDPR staff attended Staff Orientation and First Aid and CPR sessions at Harriman so the store side of the building was closed on those days.

- USFS staff have now been trained to assist with sales in the store to cover IDPR staff while they have bathroom and lunch breaks.

#### Manager's Narrative

- The Assistant Manager had meetings with the USFS about the upcoming season and opening the Big Falls Inn. Park staff set up the resale operation and it opened to the public on Memorial Day weekend, seeing heavy usage and high levels of resale.
- The only limiting factor at Mesa Falls is the limit on inventory purchasing amount and timing to keep the store stocked fully for sales.

### **LAKE WALCOTT – RYAN BUFFINGTON, PARK MANAGER**

#### Customer Service

- Throughout April and May we saw steady traffic through the Visitor Center and was very busy on the weekends. Retail sales throughout the month were way above average with a June total of \$1,464. As we wrap up the fiscal year, it's worth noting that our retail revenue for FY23 has nearly doubled from FY22.
- We saw a record number of early-season campers in April, I attribute most of this growth to the expansion of our reservation season to year-round availability and allowing for same-day reservations. With this expansion of our reservation season, we have been receiving regular comments from the public about year-round access to our RV restroom. This month we purchased and installed heaters that will allow us to keep this facility open year-round. The public response has been great.
- We opened our entrance kiosk in May and experimented with shifting our hours of operation around a little. We are running an evening shift that keeps the entrance kiosk and visitor center open until 7:00 pm Thursdays, Fridays, and Saturdays. So far, we have seen this shift to be very effective at collecting MVEF from guests coming into the park after they expect us to be gone. This was an innovation proposed by Thomas.
- We opened all our restroom facilities around the park in May. Usually, we wait until we are more fully staffed, but due to the high volume of park guests and concurrent demand, we felt it was prudent to get a jump on it this year.
- We have been receiving complaints from customers in the RV loop regarding the intermittent failure of our on-demand hot water system. The system is quite old and beginning to function poorly and struggles to keep up with demand.
- We implemented the new 'Events' feature in Aspira to organize several of our largest upcoming events. This is a great feature and once we get more familiar with it, the operational organization of many of our group use permits will greatly improve.
- Kirsten March officially started as Lake Walcott's newest Park Ranger. Her position will mostly focus on overseeing the daily operation of our Visitor Services.

#### Park/Program Usage

- The park has been busy! Our car count for April was 3,425 and a serious record of 7,177 for May. Car count for June was 6,298 which is 300 cars over June 2022.
- The RV loop was sold-out three of the four weekends in April. In May, both RV and tent campgrounds were totally sold out on the weekends and only had sparse availability during the week.
- We hosted the Walcott Open disc golf tournament in April.
- The campground saw heavy usage throughout June, but most heavily on the weekends. The RV loop was pretty much at capacity every day. Our Camp Host, Steve Holm, has been doing a great job fielding campers and helping to resolve issues.
- Kirsten coordinated with the FWS office to host a large school group from Delco. This was a great opportunity for her to meet and begin to work with the Refuge Management. She is looking forward to collaborating more often in the future.



- This year’s Mad Pelican disc golf tournament went very smoothly and saw a record number of participants. It did bring some issues with camping availability to the forefront. Mad Pelican and our large ‘State’ tournament bring in about 200 players each. The players and spectators combined greatly overwhelmed our 38 campsites. We are currently looking into designating parking areas within the park for overnight dry camping during these events. Additionally, adding more camping facilities is easily justifiable for the park, given the growth in visitation that we have seen over the last few years.
- The War of Foreboding L.A.R.P. event returned to Lake Walcott for the first time since the initial COVID-19 pandemic outbreak. We were happy to have them back and established a good relationship between the event’s organizers and current park management. This was a small event that served as a bit of a precursor for the larger Chaos Wars event that we will be hosting in July. Many of the organizers and participants are involved in both. Consequently, this was a great opportunity to meet people and prepare for this upcoming larger event.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	14	805
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming	11	13
School Programming	3	220
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- Keith Jones came to inspect our trees and advise us on a tree-trimming plan. Additionally, the BOR resource compliance office expressed interest in developing a formal tree management plan in conjunction with the State Park. This next month I’m hoping to get a conversation going between these departments and begin developing this plan. Funding for a scaled tree trimming service is a large part of the challenge. The last I heard, our Development Bureau was looking into funding a tree trimming plan state-wide. Hopefully, that pans out.
- Thomas has been working hard and collaborating with the FWS to spray invasive and noxious weeds in and around the park. He has mostly sprayed Mullen, Hounds Tongue, Thistles, and grass growing inside of the historic rock walls.
- We have been removing suckers growing up from Russian Olive tree stumps that we cleared over the winter. As we are removing these suckers, we are also spraying the stumps to prevent more regrowth. Russian Olives are tough to fully remove, but we are making progress.
- We completed all cultural resource assessment compliance for the new Life Jacket Loaner Station that we will be installing at our Kayak Launch dock later this season and received its approval from SHPO.
- Thomas coordinated with the WILD program to clear Russian Olive trees from along our boat ramp road.

- NPS Weed Crew spent two weeks camping in our group camp area. While they were not specifically tasked with spraying in Lake Walcott State Park, they did spray weeds throughout our area.

#### Staff Training

- Due to attendance cancellations, we had to delay holding our regional interpretive training. Hopefully, we can reschedule for the fall.
- All full-time staff members completed the required LUMA training and seasonal employees were all assisted in setting up the new system.
- Staff members that need to renew or acquire their certifications attended an OHV training course at Thousand Springs.
- Kirsten is a certified instructor for teaching IDPR CPR and First Aid, we will be holding a staff training this next month.

#### Manager's Narrative

- With the help of the south region crew and our partners at the FWS, we got our boat handling docks out. Due to ice on the lake, we were a few days late this year, but with the cold temperatures, we didn't receive any complaints about it.
- We worked with Nathan Powers at the development bureau to secure the funding for running electrical service to the new heaters in the RV restroom. We brought in Dalry Electric to do the work and I'm happy to say the heaters are up and running!
- With the help of our local disc golf club, we completed pouring our last five tee pad slabs. That brings the total of updated tee pads to 20 with one being based out of a parking lot and consequently not needing a new slab poured.
- We swam out and installed our swimming dock to its anchors in the swimming area for the season. We have seen steady use of this newly added facility since we introduced it last year. Hopefully, we can upgrade the docks soon to new sections of the EZ dock. These would look and function much better as well as be easier to install.
- Thomas worked with the seasonal crew to level out and spread more gravel on the volunteer sites by the ranger residence. Being able to utilize these sites to attract park volunteers has been pivotal for our operations.
- We have continued to keep our visitor center and entrance kiosk open until 6:30pm on the weekends. This operational pivot has proved to be very effective in MVEF collection as well as park compliance. As the fiscal year comes to a close, we are happy to announce that our MVEF revenue is up 41% from our 2020 numbers and at \$46,989 we are even 15% over last year's record number!

### **LAND OF THE YANKEE FORK – RON JENKS, PARK MANAGER**

#### Customer Service

- The visitor center, museum, gold panning station, and Bayhorse Townsite are open for the season, 7 days a week: 9am – 5pm.
- The gift shop has been popular for all age groups.
- The park has maps, brochures, guides, & activity books, free of charge.

#### Park/Program Usage

- The visitor/interpretation center had 291 visitors in April, 921 in May and 624 visitors in June.
- The movie was shown 15 times to 66 people in April, 56 times to 525 people in May, and 78 times to 208 people in June.
- 432 guests panned for gold in May and 65 in June.
- The Museum Scavenger Hunt has been very popular with all ages.
- May visitation at the Yankee Fork Gold Dredge was 360, it was only open for 5 days in May. Visitation at the Yankee Fork Gold Dredge in June was 480.

- Custer Townsite had approximately 500 visitors in May, it opened just before Memorial Day Weekend. There were 700 visitors at Custer in June.
- Bayhorse Townsite had approximately 200 visitors in May and 800 in June. The townsite opened on May 25.

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

- Between 5/11/23 – 5/24/23, we had eight different school groups visit our interpretive center. They watched the movie, participated in scavenger hunts (both outside and in the museum), panned for gold, and walked out to the Bison Jump site.
- The Annual “River of No Return Endurance Run” was on Saturday, June 17. The “shortest” (32 K) of the three races, begins at Bayhorse. The other two races (55 K & 108 K) also take place throughout the Challis and Land of the Yankee Fork area. On the day of the event, we had 364 visitors at Bayhorse.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	1	22
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming		
School Programming	8	432
Special Events		
Special Events Held Off-Site	RONR Endurance Run	Approximately 200 (Runners & Support Staff)

Preservation of Natural, Cultural, and/or Historical Resources

- Nothing to report.

Staff Training

- On April 4, Nancy & Francine traveled to Idaho Falls to attend Aspira registration training.
- Mike Williams (Manager at the Hot Springs Campground) has been conducting “on the job” training at the Challis Hot Springs Campground with our Land of the Yankee Fork Staff.
- Nina attended IDPR’s Trail Training May 22 -25 in Boise. The training covered a variety of subjects, including chainsaw use/maintenance, First-Aid/CPR, working with/training seasonal employees, etc.
- I was invited by Adam to visit Lava Hot Springs to see what I could learn from their operation. Tyson (Executive Director) gave us a tour of the facilities, and then we had a meeting which allowed us to ask questions about their operation and what information/advice we could use going forward with the operation of the Challis Hot Springs Campground.

Manager’s Narrative

- On April 28, an Idaho Tourism Group visited the interpretive center. This group represented over seven European Countries. We enjoyed their stories and of course, their accents. My staff even had the group surprise me by singing “Happy Birthday”, what a treat!

- On May 1, IDPR took over the operation of the Challis Hot Springs Campground. This has been a challenging endeavor with limited staff, no campground hosts, & limited resources. Park staff have done an outstanding job getting things done and being flexible. Everyone has been willing to work extra hours and adjust their schedule with little notice. We all understand that this is a transition period, and that the operation of the campground will become “smoother” as we become more familiar with the operation and work through the challenges.
- At the Hot Springs Campground on May 3, we had the “Rededication Ceremony” which included a number of special guests, including the Governor of Idaho. I believe the event went well, the feedback I received was positive from those in attendance. Lorna and her family were very gracious and helpful throughout the transition.
- On Saturday May 13, Nina, Mason, & Brian helped in facilitating a local “Trails Summit” here in Challis. There were vendors that shared their expertise on a variety of subjects. Along with the adults, there were 20 – 30 kids that participated in the event.
- On June 11, we had two separate volunteers arrive to help us at the Hot Springs as Campground Hosts. Reggie has been doing a great job helping with the pools and campground maintenance. Penny has been a wonderful asset to the office.
- The office at the Hot Springs continues to be very busy. The reason for this is that all reservations are made over the phone or in-person, and all new arrivals are required to check-in before going to their site.

**MASSACRE ROCKS – TRAVIS TAYLOR, PARK MANAGER**

**Customer Service**

- Camping increased in April, and we were nearly full the last two weekends of the month. The park was very busy in May. The campground was full or nearly full every weekend.
- We started the season with our retail area only about half stocked. Increased merchandise cost associated with several new items burned through my 0410 allocation.
- We saw quite a few school trips in May, nowhere near pre-Covid numbers, but we are seeing more schools every year.
- We have three sets of volunteer hosts again this summer. All have hosted at Massacre Rocks in the past and they have been most helpful with the extremely busy beginning to the camping season.
- June camping during the week has been very busy at times and above average all month.
- Lots of last-minute phone calls for campsites. Day of reservations are working well.
- Going through new park map/brochure like crazy.
- We had our new ranger, Krinn, join us on June 11.

**Park/Program Usage**

- Held National Amateurs Disc Golf Tournament (NADGT) series was held on April 8 with about 75 participants.
- Held NADGT series disc golf tournament on May 26 with 12 participants.
- Fishing has increased with improved water conditions. Lots of shore fishermen near boat ramps.
- Lots of disc golfers with the mild weather.
- Seasonal employee Tonia Wiese has been offering guided plant walks through the park five days a week now.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	2	87
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming	1	35
Traditional Interpretation	15	69
Environmental Education		
Jr. Ranger Programming		
School Programming	8	570
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- Nothing to report.

Staff Training

- **LUMA!!!!** Finished up the required Luma training. Attempted to enter my time for the first time on the 23<sup>rd</sup> of June. Cautiously optimistic I did it right.
- I have been working with the new rangers, Adam, and Krinn, on the basics of Luma and our reservation system.

Manager's Narrative

- Worked with Nathan Powers in development regarding some minor ARPA projects for May.
- Travis met with Heidi Burks in May regarding some property that is adjacent to the park that has come up for sale. He also gave her a tour of the park while she was here.
- Travis met with development and a contractor regarding the planning phase of the sewer overhaul.
- Travis also met with Nathan and another engineer in May regarding repaving and expanding the boat launch parking lot.
- We completed a plumbing project in the lower loop campground which will allow us to keep that restroom open during the winter with the goal of opening the more popular lower loop this next winter instead of closing it in the fall. Still need heaters, but we're working on that as well.
- We are wearing out equipment faster than it can be replaced. We have two antiquated club cars which have been used by our volunteers to help in the campground. They are worn out and I can no longer find new batteries for them. I had three, but one burned up and was never replaced.
- I really need three side x side vehicles for the park to run efficiently. Once the new fiscal year starts, I'd like to discuss some ideas that I have to remedy this.
- For the first time, I feel like I'm fully staffed, but I can't effectively direct my crew. The park is too big to walk everywhere.
- Ranger Krinn started in June as our 2<sup>nd</sup> full time ranger. She was a long time seasonal at City of Rocks and has jumped in with both feet and is doing well. It's a good feeling to finally be fully staffed.
- We are also fully staffed with returning seasonals this summer as well.

**THOUSAND SPRINGS – DAVID LANDRUM, PARK MANAGER**

Customer Service

- The new Visitor Center is open seven days a week, and the park visitors are coming.
- The Rock House and the Yellow House on Ritter Island remain the Thousand Springs Hot Spot! The reservations have increased substantially.
- As of Memorial Day weekend, all our park units are open and welcoming visitors. Our Kiosks are also open with seasonal staff and returning volunteers, the games have begun!!!

Park/Program Usage

- Visitation to the Billingsley Creek visitor’s center has exceeded our expectations! **“Build it and they will come”**. Visitors are finding us! It has been very busy since the opening in 2022 and it continues to grow. On April 28 we celebrated the 1-year anniversary of the visitor center being open.
- In April we had 1,573 visitors, about 53 people per day. In May we had 2,507 visitors, about 81 people per day and in June we had 4,617 visitors, some days averaging 180 visitors per day.
- Day use in our parks has increased over this year. The park visitors are hiking Box Canyon and enjoying walking/biking the bike path at Billingsley Creek to the City of Hagerman. The riding arena at Billingsley Creek is busy but as warmer weather comes, we are starting to see it slow.

Type of permit issued (after event)	No. of Permits	No. of Attendees
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

- Staff lead a tour of Ritter Island for a group of 30 from Boise Public Radio.
- Staff led a couple of school tours at Ritter Island and Malad Gorge this spring.

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Interpretive Programming	1	24
Environmental Education		
Jr. Ranger Programming		
School Programming	2	120
Special Events	3	48
Special Events Held Off-Site		

- Jr. Ranger: Books – 113, Badges – 68, Patches – 13

Preservation of Natural, Cultural, and/or Historical Resources

- The new visitor’s center building has been complete and opened for park visitors with temporary interpretive exhibits for over a year now. The next phase is the design of the interpretive/exhibit displays.
- The final contract has been signed with MOEY, a company based out of the East Coast, and the planning phase has begun. We had a zoom meeting where we could present our ideas for what interpretive displays we would like to see. Hopefully, we will see work begin soon.

Staff Training

- Staff have been busy teaching CPR/First Aid classes and instructor training classes.
- Staff participated in joint training with the National Park Service.
- Staff taught Lake Walcott State Park Rangers to be OHV Safety Trainers at our Malad course.
- Staff participated in weekly safety training in June, all staff full-time, seasonal, and volunteers.

Manager’s Narrative

- The Pink House is looking good with the tree removal and starting to furnish the house. I think it will be the most popular house on Ritter Island. People are already asking when it will be ready to reserve it.
- The work on the campground is moving slow, not much is growing from the hydroseeding yet but weeds and some of the trees and bushes have died over the winter. We had a walk through with

the contractors and created a punch list or maybe a novel of things still needing finished or completed, now the contractors have 30 days to do this list.

- Seasonal staff and volunteers arrived and started working in May – thank goodness! As our park units become busier and busier it sure is nice having the extra help!
- We ended June short staff due to illness, hoping July will be better as we get them back!

#### **SOUTH REGION MAINTENANCE CREW – CHRISTOPHER RE, FOREMAN**

##### **Massacre Rocks**

- Helped park staff move the handling dock, that broke off its mooring, out of the water till repairs can be made to the anchoring system.
- Removed and replaced the old retaining wall at the camp host site in the lower loop.

##### **Lake Walcott**

- Helped install handling docks for the season.
- Helped with park staff digging out tee pads for the disk golf course to be upgraded.
- Helped staff move and assemble the kayak docks.
- Helped staff move and assemble the swimming docks in the water. Also talked with park staff about making them bigger

##### **Thousand springs**

- Graded the following areas:
  - Billingsley Creek, parking lot and walking path by creek
  - Kelton Trail graded and added more material.
  - Box Canyon, overflow parking area
  - Ritter Island, road on the island and parking area
  - Shop area graded and added materials around the shop and ranger's house.
  - Graded the road to and from the ranger house at Billingsley Creek

## **NORTH REGION QUARTERLY REPORT**

### **APRIL – MAY – JUNE 2023**

**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 with 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**

- Coordinated NR Manager Monthly Video/Teleconference Call
- Coordinated NR All Staff Meeting with Incident Command, Narcan, and Active Shooter training
- Participated in OPS Region Manager teleconference call; Heyburn Moorage Lease discussion and lease management program presentation with provider; LUMA training; body armor discussion; and Farragut Peterson Group Camp design kickoff meeting
- Attended CdA Chamber Natural Resource Committee meeting, all Staff Video conference call, Dennis Woolford's retirement party at Farragut and 2023 Rocky Mountain State Park Executive Conference (RMSPEC) in Newport, Oregon
- Assisted with OM/TOC Assistant Manager and Heyburn and Farragut Ranger interviews
- Conducted Winchester Park Manager Interviews, then hired Dylan Goodell
- Discussed Park fictional book sales with the author
- Reviewed Dworshak, Farragut, Hells Gate, Nesbitt, Priest Lake, Round Lake and Winchester Park operations with staff
- Assisted with CDA High School Senior Project presentation evaluations as a "judge"
- Met with Nesbitt family onsite to allow them access to the property and discuss status
- Represented the Department in accepting the Idaho Heritage Trust's Frederick Walters Award for Excellence in Historic Preservation in conjunction with the CdA Tribe for efforts at the Old Mission
- Attended Charlie Chase Celebration of Life, spoke about Charlie and presented Christi (his wife) a plaque commemorating his career

#### **NR MAINTENANCE CREW**

##### **Cda Parkway:**

- Assisted with widening trail to West side beach at Higgins Pt.

##### **Farragut:**

- Helped Liz with building inspections (Sunrise cabin decks, Waldron shelter, Res. 5 skirting)
- Removed carpet, padding and tack strip, as well as all kitchen cabinets from Res. 2

##### **Heyburn:**



- Signs
- Sat on interview panel for new Maintenance Craftsman position
- Looked at damaged CCC flush toilet at Plummer Pt.
- Talked with Nate about Benewah and Chat projects
- Bought cedar shingles and pine boards for CCC restroom repair
- Manufactured shiplap boards from pine boards
- Started tearing in to CCC restroom at Plummer Point

#### **North Region Office:**

- Attended CPR and First Aid training and North Region Meeting
- Designed, cut, stained, and finished plaques for staff, Idaho logo for Challis Hot springs, carved 36” logo for Ashton Tetonia visitor center and made multiple park signs
- Graded East Region Maintenance Foreman exams for HR
- Backflow test on irrigation completed. (Passed)
- Luma training
- Assisted with NR workday (replaced sprinkler valve, chipped tree branches, etc.)
- Cleaned graffiti from entrance signs and directional sign out front
- NR shop garage doors replaced by Continental Door Company

#### **Old Mission/TOC:**

- Helped Keith Jones cut large cottonwood tree off trail near Enaville trailhead
- Cut and removed trees from cemetery. Chipped branches

#### **Priest Lake:**

- Don finished sanding, staining, and applying new finish to Schaeffer cabin cabinet doors and drawers
- Cut down, sanded, and finished live edge wood backsplash for bathroom in Schaeffer cabin
- Re-installed cabinet doors and drawers and bathroom backsplash in Schaeffer cabin

#### **Round Lake:**

- Talked with Mary about adding shut-off valve to water spigot at RV dump station and found 1” Ford shut-off valve that would work for this. Replaced water valve to dump station and added new valve and bury hydrant at dump station
- Maintained roads in campground

#### **OHV/Boating:**

- Built display box for mussel license plate for Ethan
- Made copies of LJK metal and wood lists for Ethan
- Welded hitch back on 4-wheeler for Ethan

#### **NR OFFICE STAFF**

- Helped schedule and facilitate several zoom meetings for the Park Managers and NR manager
- Coordinated signatures, notary and completed multiple concession agreements for TOC
- Coordinated with NR Manager to book rooms for Quarterly Board meeting in Aug
- Updated Emergency Roster with new personnel information
- Working through LUMA training, took “Create a Basic Invoice” zoom class
  - Helped Fiscal work on a “How to” guide for basic invoice processing
- Sent in photos to HQ for “Wildlife Wednesday” social media posts
  - Two images have been used to date on Dept social media pages
- Executed NR Spring Meeting with NR Manager
  - Coordinated with KCSO and Panhandle Health to schedule training for the event
  - Worked with hotel to arrange rooms for personnel traveling to attend the meeting
  - Arranged meals and snacks for participants for both days

- Complied responses from park managers and staff into condensed report for NR Manger on several quick turnaround suspense's.
  - NR FY 25 B-7 Capital Outlay/Minor Maintenance list and Enhancement Needs List
  - Sent information to HQ for updated Phone Extensions list
  - Annual order of Criminal Code Booklets
  - Annual order for Park Passes, Envelopes, Surcharge and Citation Books

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

Customer Service

- Construction is underway at the Parkway. The CXT's are getting a much-needed facelift. The contractor has been super good at working at every other CXT ensuring that folks visiting still have a restroom to use. We haven't had any complaints. Should be completed mid-June.
- Parkway is running smoothly and we have had no complaints.

Park/Program Usage

- Iron man, 2 weddings

Preservation of Natural, Cultural, and/or Historical Resources

- Higgen's Point Workday welcomed the Idaho Trails Association to come out and help Ranger Ryan Reed do some much needed trail care. Blocking access to and covering Social Trails: 1100 feet . Existing dead falls and some fresh cut trees were hauled to the entrance and terminus of 4 social trails emanating from the beach. The organic material was used to block access and to cover the trail tread to encourage non-use. Additionally, extensions of these trails were covered as they ran laterally across the hill and up to the top of the hill. These trails were chosen given their steep terrain at the upper and especially lower portions which have led to erosion and dangerous egress and regress from the trails.
- Number of Volunteers: 14, Total Volunteer Trail Work Hours: 82, Volunteer Travel Hours: 26, Crew Leader Trip Planning Hours: 10, Total Miles of Trail Worked: 2, Trees Removed: 2

Staff Training

- Staff attended monthly safety meeting.

Park Manager's Narrative

- Ryan and several other rangers worked to install the CDA Library story walk trail near the boat ramp and opening was June 27 and over 75 families attended the first program. CDA library programs will continue there throughout the summer.
- Parkway is seeing steady visitation and is on track to beat last year's revenue totals by a little bit.
- There are two Avista and ITD projects planned soon that will affect Higgen's point at either the drive or in the main parking lot. Avista worked on some lines overnight May 18. ITD is planning to mitigate the equipment leak from the submerged machine below Higgen's Point, they will cordon off a section of parking lot to house the equipment they will need during the mitigation. Work should be complete in July.

**FARRAGUT STATE PARK – LIZ PALFINI, PARK MANAGER**

Customer Service

- Overall customer complaints are low. Most revolve around enforcement of rules and regulations. We enforce they don't want to comply.
- We have had trouble with Snowberry restroom, complaints are higher than normal due to continuous leaks. We have been tackling them as they appear.
- We are mostly staffed. We have had a few seasonals leave early season and are looking for replacements. Training and Orientations are generally finished, and it looks like it will be a good summer.

- Quite a few customers wanted to start camping this year as soon as they saw the snow melt, we had to explain it takes longer than that to get campgrounds ready for occupancy

Park/Program Usage

- Busy group use shelter rentals: 10 weddings, 8 grad parties, 3 family reunions, 2 church groups, 1 retirement party, 1 company picnic, 1 4-H group and trail life group.
- GUP Permitted groups: IDL Forestry Contest, 3 Disc Golf tournament, US Forest Service Training, IDFG training, Farragut Flyers May Meet; 1 Treasure Hunters group; 2 4-H group; 1 disc golf group; 1 equestrian clinic.

Program Services

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	22	3,840
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

- Brig tours are run continuously from 10-4 daily, Jr Ranger programming is run continuously 10-4 daily
- 85 backpacks were lent, 27 fishing poles, 420 Badges, 66 Patches, 1,550 Guidebooks

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation (Brig Tours)	30 days	1,522
Traditional Interpretation	4	139
Environmental Education		
Jr. Ranger Programming	30 days	1,944
School Programming	17	1,167
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- Hazard trees were removed within campgrounds and along roadways.
- USDA, IDL and USFS hosted a Forest Disease Class in May

Staff Training

- Staff attended monthly safety meeting
- Staff working on LUMA Training
- Staff attended the two-day Spring All Staff Meeting at the NR Office that included Incident Command, Narcan, and Active Shooter training

Park Manager’s Narrative

- I taught two Interp training classes one at Hells Gate for 2 of Dworshak’s staff and 1 at Old Mission for 1 Heyburn staff, 2 Round lake staff, and an Old Mission staff.
- All full-time staff are registered for LUMA and attending the trainings. We are working on getting seasonals registered as well.
  - We successfully navigated Luma timesheets and are working to get a handle on invoices and p-cards.
- Beaver Bay project has been completed

- We welcomed new Rangers, Mykayla Nations and John Hale on May 23 and June 11 and they have both hit the ground running.
- The top of the water tower is separating creating an opening that allows creatures to enter the water tank – it is being evaluated and we hope to get a repair estimate soon.
- Bayview water project has been continuing throughout the summer and does not look like it will be completed until Fall. There are some waterline issues that they are discovering along the way causing some delays.
- We met for a preliminary Peterson design workshop to nail down the scope of the park needs and design challenges.
- Work on Residence 2 has started and should complete in July.
- Dennis Woolford officially retired. We will miss him.
- I met with development and Veritas about replacing the Brig roof.
- We had a meeting with KSO about our truck radios and permissions. We will be working with them for a MOA that allows radio to radio traffic during extreme emergencies.
- We have had 6 volunteer couples cancel their upcoming volunteer commitments, so we are 12 people down within the campgrounds. Consequences may include not being able to man the Fee booths every day, having only one couple per campground rather than per loop. That’s about a 1 host per 70 campsite ratios. With the increased turnover it’s going to be a tough summer.
- We have secured Tesh for shower house cleaning again this year which, while expensive, will definitely help.
- Potholes are our biggest complaint from customers. We had to wait for the cold patch to get delivered once the campgrounds were activated and opened, as we do not have the ability to do a hot patch with the big dump truck down. Potholes are now being patched throughout the park.
- Revenue was down this last quarter, but we made it up in June and still finished stronger than last year by about \$89,000. The late winter this year really wreaked our early spring visitation
  - April: 2022 – \$123,775 while 2023 – \$101,051
  - May: 2022 – \$139,721 while 2023 – \$128,723
  - June: 2022 – \$2,000,016 while 2023 – \$2,089,409.

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

Customer Service

- Mission and Visitor Center open visitors’ needs are being met with several compliments given on the cleanliness of the park, but we are missing one position

Park/Program Usage

- Traffic count: Apr-2,432/May-3,184/Jun-14,861
- Lewellen Wedding- 100
- Blalack Funeral- 100
- Multiple school groups and scheduled tours

Program Services

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	4	407
Special Use Permit		
Film Permit	1	3
Other permits		

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		

Traditional Interpretation	12	254
Environmental Education		
Jr. Ranger Programming	16	640
School Programming	41	2,224
Special Events	Easter Sunrise Service	87
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- NR maintenance crew, Natural Resource Manager removed 4 hazard trees from the main cemetery.
- Contractor and Development staff walked both historical buildings with TIPO to discuss scope of work for repainting the Mission and an assessment of the Parish House subfloor.

Staff Training

- Staff attended the two-day Spring All Staff Meeting at the NR Office that included Incident Command, Narcan, and Active Shooter Training
- Seasonal Staff attended Interpretive Training
- Staff working on Luma training.

Park Manager’s Narrative

- Manager attended Pre-con meeting for visitor center drain repair
  - This project was also completed within this reporting period
- Staff ran an informational booth at the the Wallace Pub Crawl for participants to learn about the park and IDPR
- Dust abatement was applied to the gravel roads of the park
- Administrative Assistant Rikki toured Priest Lake to get some ideas on resale options at the park
- Jeff Cook came to inventory our buildings
- OMSP received the first ever Fredrick Walters Award in Historic Preservation
- Idaho Public TV filmed for 2 days in the park for a segment “Hidden Gems”

**TRAIL OF THE COEUR D'ALENES – WILL NISKA, MANAGER**

Customer Service

- Full staff on by the end of the month.
- The entire trail was cleared for normal use on the trail.

Park/Program Usage

Total for the Months: Apr-9,577/May-13,429/Jun-15,155

Total for the Quarter: 38,161

- Wallace – 7,250
- Harrison – 12,547
- Enaville – 10,604
- Kellogg – 7,760

Program Services

- Gyro Days- 32
- Ride the Wall-75

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
Group Use Permit	2	107
Special Use Permit	1 Construction Permit	
Film Permit		
Other permits		

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation	2	50
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

Staff Training

- Staff attended the two-day Spring All Staff Meeting at the NR Office that included Incident Command, Narcan, and Active Shooter training
- Ranger attended Ranger Round up: Verbal Judo, STHIL/small engine repair, Active Shooter and Hazard tree identification
- Staff completing LUMA Training

Park Manager's Narrative

- Manager attended a meeting regarding a tri-county council for the CDA River and St Joe River
- Manager met with the Harrison city council regarding their leases with the TOC
- Manager met with DEQ to discuss next steps for the campground in Smeltonville
- Manager attended spring Trail Commission Meeting
- Manager attended a construction meeting for the Bunker Creek Storm Water in Kellogg
- Manager attended a construction meeting for new TOC shop and campground
- Contracts Manager met with staff to further discuss needs at the park
- Administrative Assistant virtually toured a new program for lease management
- Manger attended annual ACP inspection
- Manager and NR officer met with contractor to begin brush clearing on the TOC

**DWORSHAK STATE PARK – JOHN SEELY, PARK MANAGER**

Customer Service

- The Big Eddy office is open 9am-5pm Monday-Friday. Big Eddy fuel sales are available the same hours as the Big Eddy office. Due to seasonal staff limitations the office is not able to be open 7 days a week, but customer demand is picking up and the office will need to be open 7 days a week.
- The entry station at Freeman Creek is open open 7 days a week. 10am-4:30pm Sunday-Thursday and 8am-9pm Friday and Saturday. Park visitation is still slow on weekdays so being open until 4:30 on weekdays meets customer demand.
- The marina store is open Saturday and Sunday 9am-5pm as staffing allows.
- Boat registration sales have picked up even more as the weather is getting warmer.
- The only customer complaint was the entry station being out of stock of Ice cream over memorial weekend. But many customers have stated how nice the park looks being freshly manicured.

Park/Program Usage

- Current users are a mix of fisherman and people looking to recreate on the Reservoir
- The last weekend of the month was Memorial Day weekend, the park was completely full and there were no major issues.

- Traffic counter numbers were very high for April, almost double any of the previous 5 years. I believe this is due to the battery dying in March, so the numbers may be skewed depending on when the USACE replaced the batteries.
- Reservations
  - Campsites reservation total 853, June had the 3rd highest number of campsite reservations in the last 10 years
  - Most of these reservations were due to the Clearwater Archers marked yardage archery shoot that occurred on April 29th and 30th. This is a well-organized event that completely fills the campground every year
  - Group camp reservations total 20. Aspen and Blackberry had 10 reservations while Three meadows had 9
  - Cabin reservations total 86, May and June numbers were the highest I have on record
  - Day Use reservations total 8. Big Eddy was reserved 5 times and the Sun shelter was reserved twice. This is the highest number of day use reservations for the month of June in the last 10 years
  - Boat Moorage reservation total 284. This includes 220 at Big Eddy and 72 at Small Mouth moorage dock.
  - Total reservations 1,255 if Big Eddy boat moorage is included. It has not been included in previous years

Program Services

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	1	250
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- **Fire Line-** ongoing tree and brush removal and road improvement
- **Slash Piles-** burnt throughout the park
- **Hazard tree removal-** on going throughout the park.
- **Ditch and Culvert Cleaning-** The park rented a mini excavator to clear ditches and culverts throughout the park. The main focus is three meadows road.

Staff Training

- **Ranger Round up. 4/17-4/20**
  - Jake Davis and Kiona Rogers attended two full days of training.
- **North Region Meeting 4/26-4/27**
  - Jake Davis attended both days and Jen Hill attended one day.

### Park Manager's Narrative

- April is the startup month for the park. All sites open on April 15th. Water systems are all brought back on the first 2 weeks of the month. Moorage at Big Eddy begins April 15th.
- Ranger Round Up was held at 3M. It seemed like not as many people attended as originally thought, but it went well.
- The Archery shoot went great. Besides people parking on the grass, we had no problems. The event coordinators do a great job of self-policing the campground during the event.
- I attended the Celebration of life for Charlie Chase. I was glad to see a lot of past and current IDPR employees attended. I worked under Charlie at Hells Gate for around 8 years. His passion for the park was noticeable even 30+ years into his career. He was a great boss and manager and an even better man. He will be missed.
- May brings the beginning of peak season to the park. Memorial weekend was completely full. This is the second year in a row Three Meadows was not rented over the holiday.
- With the new influx of money there are a lot of projects coming to the park. The USACE are now wanting applications for all projects related to their property, not just groundbreaking projects. This could create delays. The Big Eddy stain project has been approved by the USACE. We are still waiting to hear back about the Big Eddy Deck project and the water line project approvals.
- Last season we were not able to staff the entry station past 7:00pm on Friday and only until 5:00pm on Saturdays. This year the entry station has been open until 9:00pm on both days. This seems to be increasing firewood, ice, and ice cream sales.

### **HELLS GATE STATE PARK – STEVE KUSKIE, PARK MANAGER**

#### Customer Service

- Lewis and Clark Discovery Center: open 9:00am – 5:00pm, seven days a week, except holidays
- Marina store, operated by Snake River Adventures: opened the last weekend in April
- Jack O'Connor Center: open on Tues-Saturday, 10:00 – 4:00 and Sunday, 1:00 – 4:00
- We have had a steadily full park most of the month. When the weather has been nice, day use is next to full most of the time. Only when there is cloud cover, did we see a break in use. The campground is full on the weekend and nearing 60% capacity during the week.
- The office staff is doing well keeping up with passes, check-ins and general store sales.
- Memorial weekend came and went without issue
- Projects have been both good and bad regarding customer service. The long-term results of the projects are great, but the short-term affects it has on people are wearing. The bathroom at the boat ramp is one we really want finished.
- The marina is also moving along, just slower than anticipated. Here it is July and folks still can't moor their boats, causing us to field numerous phone calls on this daily.

#### Park/Program Usage

- Camper cabins: Apr-27% /May-43% /Jun-46%
- Full hookup sites: Apr-61% /May-67% /Jun-70%
- Electric sites: Apr-59% /May-67% /Jun-78%
- Basic campsites: Apr-22% /May-36% /Jun-50%
- Marina: Apr-16% /May-16% /Jun-16%

#### Program Services

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
Group Use Permit	46	2,126
Special Use Permit	2	1,500
Film Permit		



Other permits		
---------------	--	--

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation		
Environmental Education	3	53
Jr. Ranger Programming		
School Programming	3	500
Special Events	1	10
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- April was a whirlwind of a month getting things in order for the Governor’s visit and for Charlie’s Celebration of Life
- We hope to continue hosting cadets from the Idaho Youth Challenge Academy to help with blackberry removal and leaf clean up
- We decided to have the Red Shirt inmate crew back out to offset the lack of maintenance seasonals
- We have lost two trees this spring due to saturated conditions and/or wind. The grounds have been looking good with a great effort from the staff and volunteers.
- Every weekend we are experiencing branches breaking loose from trees. This is becoming a safety concern as sites are occupied most of the season. A plan needs to be implemented to remove most of the existing hazard limbs
- We have begun tackling the far north parking lot. A plan is being produced along with the dept Natural Resource Manager. The trees up there have not been receiving regular water for years. The islands and sidewalks are overgrown. We are currently in the clean-up phase of the project

Staff Training

- Manager and Ranger Dylan attended the two-day Spring All Staff Meeting at the NR Office that included Incident Command, Narcan, and Active Shooter training
- We are implementing our weekly ‘15-minute huddles’ to ensure weekly communication on training and project priorities
- Staff are working on LUMA training

Park Manager’s Narrative

- Campground was full the last two weekends in April and we have moved up our late shifts to compensate for this
- Renovation of the marina restroom is going well but is now expected to be complete in July.
- The new marina is in, and the gangplank is installed. We had an electrician and plumber out but we are still missing the door so the slips will now open in July sometime. Additional findings within the fuel system will add cost to the overall project. DEQ requirements have spurred this.
- Day use traffic is increasing with hikers and equestrian riders making a daily showing, especially on the nicer days. The boats are out so we’re seeing more trailer parking.
- Disc golf remains a consistent draw on the weekends.

**HEYBURN STATE PARK – NATHAN BLACKBURN, PARK MANAGER**

Customer Service

- All campgrounds were open as of May 25th. Customer service needs centered on assisting customers with camping, cottage and cabin rentals, day use, informing the public of maintenance projects, and educating customers on park rules. In the Visitor Center, the focus was on collecting

and verifying customer insurance requirements, lease payments, snowmobile, and boat registrations, and planning upcoming vacations.

Park/Program Usage

- Traffic increased in April from March by 56%, but was not a significant change compared to April 2022
- Traffic increased in May from April by 153%. This huge increase is likely due to the weather warming up very suddenly, trails being accessible, and all campgrounds being open. It’s also a 42% increase compared to May 2022.
- Traffic in June was on par with the numbers from June 2022

Program Services

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
Group Use Permit	1	10
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Traditional Interpretation	7	111
Environmental Education		
Jr. Ranger Programming	2	53
School Programming	1	33
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- Plans for the Rocky Point Lodge parking lot and French drain approached finalization, with construction to begin in fall

Staff Training

- Ranger Dalton Crane helped organize and attended Ranger Round-up where training consisting of chainsaw training with both bucking, felling and maintenance, verbal judo, small engine troubleshooting, active shooter tactics
- Staff attended the two-day Spring All Staff Meeting at the NR Office that included Incident Command, Narcan, and Active Shooter training
- Courtney Davenport attended the Forest Disease and Insect Identification course 5/23-5/25
- Staff working on LUMA Training

Park Manager’s Narrative

- Work continued on Lakeview Cottage. The foundation, bathroom shower, and trim are still in the process of being worked on. A rail was put around the new deck area and the outside and trim painting began
- On April 5th, with the assistance of ranger staff from Round Lake, Farragut, and Old Mission State Parks, IDL, and Keith Jones, we put up MCH packets throughout the park to combat Douglas Fir Beetle infestation
- Remaining work on Rocky Point Lodge is still to be scheduled (French drain, handrails, steps to back entry, parking lot improvements, and ADA entrance compliance)

- The Chatcolet Road water line replacement continued with two major breaks. Porta Potties were used for each brief water line shut down. Each break was repaired within 24 hours and boil water notices issued. Boil notices were removed after receiving two clean water tests.
- The Benewah well pump failed and was replaced. Benewah water is up and running after several depressurizations and required boil orders
- The Benewah Trailer lessees were notified that leases will not be renewed for 2024 due to septic failure. They were given the option of paying the 2023 lease payment and have their trailers removed by 12/31/23, or not pay the 2023 lease payment and have trailers removed by 6/15/23. This will make way for possible expansion of the Benewah Campground.
- The well failed Memorial Day weekend at Benewah, with initial diagnosis pointing to a failed pump which should be replaced by mid-June
- Interpretive Programs began Memorial Day Weekend. Helen Casey and Sarah Parkinson with AmeriCorps had a pop-up Jr. Ranger program with a scavenger hunt, backpack rentals, and guided hikes. They've created a schedule of programs for the month of June to start. They're also reaching out to the community to bring interpretive programs to those who can't make it to the park
- Interviews were also held for the open ranger position, and we will be welcoming Jon Gatti! Jon previously worked at Heyburn as a seasonal. We're excited for him to start in May

**MCCROSKEY STATE PARK – NATHAN BLACKBURN, PARK MANAGER**

Customer Service

- Work was done clearing trails, cleaning up campsites & restrooms, and getting the water turned on.
- Ranger Ava Cocking has also made a point to stop and speak with customers and introduce herself to the public.

Park/Program Usage

- Traffic counter readings:
  - Apr – 0 – Traffic counter was not resetting
  - May – 631
  - Jun – 579

Program Services

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- Ava is working on compiling historic information on McCroskey and updating the interpretive signs throughout the park
- Ava established a relationship with the Idaho Native Plant Society and the Palouse Prairie Foundation, requesting their assistance on preserving and revegetating the area that will be disturbed at MP 12 where a new shelter will be built. The goal is to preserve and honor the endangered ecosystem by containing use by visitors, which is currently unregulated and disruptive to the area. A date had been set for seed collection in June. This has been reset for July.
- Ava discovered illegal logging at the south entrance of the park and throughout the park interior. She met with a Forest Service Law Enforcement Officer and Forest Patrol Deputy on Memorial Day weekend to discuss supportive measures for the park, as well as filed a report with Latah County Sheriff's Office. The areas of illegal logging were documented further pictures, maps, and an internal incident report. Forest Service and the Sheriff's office will do regular patrols through the park. Park staff will be setting up trail cams.
- Daniel Harris was recruited as a volunteer to help with McCroskey projects. He is a veteran that is very interested in working with IDPR. He assisted in installing fire rings to curtail dispersed camping throughout the park.

Staff Training

- None

Park Manager's Narrative

- McCroskey will be sharing one of two AmeriCorps members with Heyburn
  - Ava Cocking will be their main supervisor and has finalized a work plan and projects for them to accomplish for the season.
  - They've been assisting with putting in fire rings, placing potable water signs, trail clearing, and overall park clean-up
- A new map of McCroskey has been created. Ava is also working with Chris Zajchowski (University of Idaho and IDPR) to establish a use survey of the park
  - There has been coordination with the U.S. Forest Service to begin grading Skyline Rd. in the spring. A new shelter is also in the works to be built at Mile Post 12
- The supplies/tool shed that was on former ranger Joan Kerttu's property was moved over to Heyburn shop yard in May

**PRIEST LAKE STATE PARK – LONNIE JOHNSON, PARK MANAGER**

Customer Service

- We installed a new roadside sign at Dickensheet campground that is more visible to the traffic and no longer blocks the view of traffic when exiting the park
- All docks were put out, all buildings were open, and water was turned on in May. White pine water and electrical were finished one day before reservations showed up.
- Full staff kept the park open and safe for the thousands of park visitors and the store added new flavors of ice cream and new merchandise, making those thousands of visitors happy.
- The trails were cleared and many downed trees in the disc golf course cleared for the park visitor to enjoy 9 holes of disc golf.

Park/Program Usage

- In April we had a few hunters in camp that enjoy using our park as a base camp with a few more amenities than being dispersed in the forest
- The fishing got better in May with more boats being launched at Indian Creek and Lionhead
- Warm weather brought campers and day users and the park cabins were full the entire month of June and enticed many day users to visit our beaches

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
--	----------------	------------------

Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

Program Type	No. of Programs	No. of Attendees
Experiential Programming		
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events	1 – Music in the Park	97
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- Ranger staff attended an event at Heyburn in April where they installed pheromone bags in specific trees to mitigate damage from the Douglas Fir Beetle
- More hazard trees have been removed this month at Indian Creek, Dickensheet and Lionhead

Staff Training

- Ranger staff coordinated and attended Ranger Round-up where training consisting of chainsaw training with both bucking, felling and maintenance, verbal judo, small engine troubleshooting, active shooter tactics
- Staff attended the two-day Spring All Staff Meeting at the NR Office that included Incident Command, Narcan, and Active Shooter training
- May 20th & 21st seasonal orientation was held at the Indian Creek headquarters building.
- May 21st & 22nd volunteer orientation was held at Indian Creek headquarters building.
- Staff continue to complete LUMA training

Park Manager’s Narrative

- Volunteers and seasonals started the week before Memorial Day weekend. All seasonal positions filled except for one maintenance spot at Indian Creek, but we need a few more volunteers.
- It was a successful holiday weekend. Only a few minor issues. Full campgrounds and happy campers making memories. Very thankful for the wonderful, dedicated, hardworking staff I have here at Priest Lake State Park.
- The search for a volunteer interpreter continued through the month of June with one being available to start in July. We hope one day to have enough seasonal budget to bring on a paid interpreter.
- We were fortunate to have a local father and son come and play their guitars and sing for the campers at the program area in Indian Creek on June 16th. Almost 100 people were in attendance for a great night of music.

**ROUND LAKE STATE PARK – MARY MCGRAW, PARK MANAGER**

Customer Service

- During Memorial Day weekend we had summer hours 11:00am – 9:00pm and we were at full staff levels by the holiday weekend
- We have been working on projects, repairing, and performing maintenance on facilities and equipment
- Summer visitor center hours started in the middle of June (11:00 am to 9:00 pm). We have continued finishing up projects and switching to customer service activities. We have prepared

the backpack and fishing pole loaner program as well as prepared the rental equipment for the season. Staff continues to be trained

- Park staff provided regular updates to phone and web services to keep customers informed of operational changes for the current season

Park/Program Usage

- At the beginning of June, on Dufort Rd 4 miles to the west of the park entrance, had a total culvert failure and closing the road for the month. I believe this has impacted our visitation, as no traffic can get to the park coming from Priest River, Newport, or Spirit Lake unless they drive around to Highway 95
- We have had shelter reservations every weekend, including two weddings, birthday parties, business staff gatherings, a fishing event for the girl scouts, family picnics, Memorials, Church picnics, business staff team building and weddings
- We hosted the City Nature Challenge this month
  - The cooler than normal weather has slowed the spring growing season limiting the number of observations made

Type of permit issued (after event)	No. of Permits	No. of Attendees
Group Use Permit	22	1,260
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

- We have worked with Friends of Scotchman Peaks to host “Tracks 4 Teens”; this was a new program to introduce high school students to resource management careers. We had 3 groups participate in this program.
- We have worked with ID Fish & Game to host the “Take Me Fishing” series for local schools to come to the park and learn about bait fishing, fly fishing, fire dangers, & leave no trace; this was a new program to introduce school students to the outdoors.
  - Other agencies were involved in presenting part of the programs; IDL, Trout unlimited and Round Lake.
  - We had 3 elementary schools participate in this program. There were around 90 to 100 students from each school.
- There were 7 school groups that used the park but park staff didn’t provide programming. The schools presented their own programs while at the park.
- A Master Naturalist started her weekly Friday night hike this month which was well received.
- We also presented Jr. Ranger programs, diverse evening programs
- Selkirk Outdoor leadership and Education had their first Jr. Naturalist weeklong camp at Round Lake.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	8	50
Traditional Interpretation	5	85
Environmental Education	2	58
Jr. Ranger Programming	5	73
School Programming	9	452
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- On Memorial Day weekend we kicked off the annual ice cream for snail program, this year we are asking for 18 snails for 1 ice cream. We have seen a larger number of snails this year, so we increased the number of snails for ice cream, it does not seem to be an issue finding snails.
- We have been informing the public of the new water use policy for larger water tank haulers
- We are starting to monitor the lake for blue-green algae and record the findings on the NOAA Cyanobacteria website
- In June the Resource Manager was at the park to start the natural resource inventory by identifying plants to be used in the park's interpretative resource inventory.
- The Gonzaga University biology professor and grad students have been here this month to continue the western painted turtle research. A second professor has joined them this year to conduct different research on non-nesting turtles, collecting blood samples for life span marker in the blood.

#### Staff Training

- Both Rangers participated in MCH training to install Douglas fir packet to protect trees for the invading beetles (6 hours each)
- One Ranger attended Project Wet training presented by IDF&G at Ponderosa state Park (8 hours)
- Manager attended two continuing education training for water distribution license recertification (10 hours)
- Both rangers attended the Ranger Round up training (16 hours each)
- Manager & both Rangers attended the two-day Spring All Staff Meeting at the NR Office that included Incident Command, Narcan, and Active Shooter training (12 hours each)
- One Ranger participated in the Bonner County weed management program training to receive continuing education credit to maintain a pesticide license (4 hours)
- One ranger completed the "*Forest Insect and Disease*" workshop to receive credits for a pesticide license
- One Ranger and a seasonal attended interpretive training presented at the Old Mission (8 hours each)
- All staff has completed the LUMA introduction training (1 hour each)
  - Additional LUMA Training (10 hrs each)

#### Park Manager's Narrative

- We have been struggling with the UTV's we use as work vehicles; the 2005 Kawasaki mule has been jumping out of gear as it is being driven.
- We have been starting to see visitors using the IDL endowment land adjacent to the park for dispersed camping. They are parking on RL property and hiking on to the adjacent lands
  - Mostly out of state campers that do not want or are not prepared to pay the nonresident camping fees for the park
- We have installed a new water valve at the dump station to be able to isolate the potable water from the rinse water. This is to be able to manage the water consumption from water haulers using water outside the park
- We have been making and bagging ice and bagging wood for the resale program.
- We had to repair the beach and boat ramp area after some very heavy rainstorms caused them to wash out and we replaced the old entrance ramp into the Visitor Center
- We purchased 4 loads of gravel and placed it on the campground roads, as most of the gravel is gone from the roads, also due to the heavy rainstorms and the roads were treated for dust control
- Manager and NR region manager gathered information regarding a request for body armor
- Manager worked with development to get some bids for the park resident roof and visitor center roof replacement
- Manager worked with IDL to get the temporary Right-of-way permit finalized

**WINCHESTER LAKE STATE PARK – DYLAN GOODELL, PARK MANAGER**

Customer Service

- In April we experienced an uptick in visitors. We received many calls from people eager to make their summer camping reservations, as well as folks visiting the park to see the sites in person
- May was a busy month at Winchester, staffing remains low, although we did acquire one maintenance seasonal employee. The 3 office seasonal employees we have continued to work hard to make sure all aspects of maintenance and customer service remain top notch. Steve was generally 100% at Hell’s Gate, so mostly Lauren and Beth ran the show
- Summer is in full swing come June. We were able to staff the visitor center for posted hours. Winchester Day, the towns largest event, was July 1st and staff prepared a float for the parade. Staff also worked on trail maintenance for the 5k race, including trimming vegetation back, raking/leveling tread, and spraying pulling weeds. Staff also prepared the peninsula by the fish cleaning station for the fireworks display put on by the town
- We were able to onboard a second maintenance seasonal and train him on operations. Dylan started full time at WIN. We also started planning construction for the new amphitheater screen to be installed. Staff has been designing t-shirts for retail sale, as well as putting together a retail sale order

Park/Program Usage

- April started off snowy, and by the end of the month most of the snow was gone. The ice was unstable but still present, so fishing wasn’t really an option. Most of our visitors were either walking the trails or staying at the yurts
- We removed a couple gangplanks this winter, to prevent them from falling off the docks during the ice break-up. Because of this, we received a few complaints that those docks were unusable, they have since been replaced
- We had a great turnout for our fishing tournament in May, with over 60 participants
- Our visitors are coming out for programs put on by Julie and Jeremy Heft of the wolf center.
- We had an inquiry about filming a commercial, but due to the time frame, they declined to film at our location
- The 3 campground loops had overnight occupancy rates of 63%, 71% and 75%, with the park average of 69.7%
- Tamarack Yurt: averaged usage: Apr-33%/May-55%/Jun-87%
- Lodgepole: Apr-26%/May-52%/Jun-73%
- Snowberry: Apr-43%/May-42%/Jun-93%
- Ponderosa: Apr-43%/May-52%/Jun-83%

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	14	761
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation	4	96
Environmental Education	11 – Wolf Education Center	303
Jr. Ranger Programming	Self-guided	15 Badges awarded
School Programming		
Special Events	1-Fishing Tourney	65
Special Events Held Off-Site		



### Preservation of Natural, Cultural, and/or Historical Resources

- We had another successful MCH application in April. This year the Nez Perce Tribe, IDL, IDPR and USFS all participated in treating over 100 acres both in the park and on adjacent Tribal lands with MCH
- There were quite a few beetle kill trees at North Shore. The IDL fire crew took around 12 trees down for us, and we used our backhoe and dump truck to get them out. ITD also assisted in traffic control
- Chemical weed mitigation including plume-less Canada thistle as well as hounds' tongue
- IDL has resumed its chainsaw training in the southeast portion of the park, this involves thinning the forest stand and creating burn piles. We are using felled trees as firewood for campers

### Staff Training

- Ranger Lauren took a Basic Lifesaving Instructor course and attended Ranger Round-up where training consisting of chainsaw training with both bucking, felling and maintenance, verbal judo, small engine troubleshooting, active shooter
- Staff attended the two-day Spring All Staff Meeting at the NR Office that included Incident Command, Narcan, and Active Shooter training
- Staff have been completing the online LUMA trainings.

### Park Manager's Narrative

- All office staff and volunteers hired for the summer, but we are having trouble finding maintenance seasonals.
  - Without seasonal housing we rely mostly on local high school students and have reached out to local schools and hung flyers to advertise out open positions
- Lauren is learning the ropes of opening and troubleshooting facilities and water systems.
- Staff and volunteers seem to be getting into a rhythm operating facilities, working together, and taking care of business, doing an awesome job accomplishing our goals

**SOUTH REGION QUARTERLY REPORT  
APR-MAY-JUNE 2023**

**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.
- 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 late spring brought a variety of weather challenges to many parks in preparation for day use, camping, and reservation season. The wet spring slowed visitation to a degree but provided an unexpected and much needed surplus in reservoirs.
- Continued communication and support of south region parks regarding seasonal and operations budgets and closing out the fiscal year. Training and transition to LUMA has started.
- Park and region staff met with Gateway Snow Park at Eagle Island to wrap up the season and discuss the zipline operation that was transferred to Gateway Parks.
- Updated Eagle Island’s agriculture lease to reflect the natural resource management objectives for the lease.
- One of the highlights for the south region includes the Bruneau observatory grand opening. Two other long-term projects that are near completion are the improvements at Lake Cascade with new handling docks at Blue Heron and mooring and fishing docks at Crown Point.
- Continued to work closely with the Lake Cascade park manager, executive staff, legal counsel, and Bureau of Reclamation regarding the details (i.e., concession terms and conditions, operational requirements, NEPA requirements) for the marina concepts at the Poison Creek unit.
- Seasonal recruitment and retention continued to be a challenge for parks. These shortages continue to stress existing staff and reduce availability of services.
- Interviews and hiring occurred for the Eagle Island park manager, four ranger positions (Three Island, Bruneau Dunes, Lake Cascade), Lucky Peak assistant park manager, and administrative assistants at Eagle Island and Lake Cascade. The current vacancies include assistant park manager (Ponderosa), five ranger vacancies, and one administrative assistant. Park staff (permanent, seasonal and volunteers) continued to shift roles and responsibilities to meet the daily operational demands of the park during these critical vacancies and shortages.
- Attended the Rocky Mountain State Park Executive (RMSPEC) conference in Newport, OR in April – a great opportunity to learn about the management of some of the natural, cultural, and historical resources of Oregon’s coastal state parks.
- Attended the May 3 Challis Hot Springs Rededication.
- Worked with the park managers and operations chief to prepare board agenda items related to the July 4 alcohol ban at Ponderosa’s North Beach and concession agreement for the sale of alcohol at Tamarack’s waterfront operation at Lake Cascade.
- Site visits to all south region parks continued, providing a better understanding of the needs and challenges being faced. Additional staff time was given to Three Island Crossing to augment staffing shortages.
- Notwithstanding staffing challenges south region park staff continued to find creative ways to provide interpretive and educational opportunities for visitors, detailed in the park reports.

- The park manager from Round Lake and region managers participated in a conference call with Washington State Park’s Chief of Law Enforcement. Discussed were the details and potential program policies related to issuing body armor for field staff. IDPR staff recommendations will be moved forward in the coming weeks.
- Participated in several calls with the development bureau staff related to current and upcoming projects, also participated in the Henrys Lake campground discussion.
- In June the water slide at Eagle Island was shut down due to mechanical issues and safety concerns. Fully assessing this amenity to determine the feasibility for repair or replacement will occur in the coming weeks with the assistance of park staff, OPS, and the development bureau.
- Continued to have almost weekly operations conference call with the region managers and operations chief. The south region has resumed park manager’s conference calls, which provides an opportunity to share trends, resources, and solutions.

**BRUNEAU DUNES – BRYCE BEALBA, PARK MANAGER**

**Customer Service**

- Veritas Construction put in landscaping rock, sod, and 14 shade trees for the observatory parking lot.
- Phone lines were down for one week in May.
- The main observatory building has broken its track and no longer rotates, we are working with development on bids for repair.
- We held a dedication ceremony for the observatory on June 1 that was well attended by state representatives, board members, contractors and IDPR staff and thoroughly covered by the media.
- The new observatory successfully opened on June 16 with an inaugural crowd of 305 visitors.
- Ranger Normand has been temporarily reassigned to Three Island Crossing.
- We struggled recruiting seasonal help and are understaffed in maintenance and visitor services.
- Plans are in the final process for the intern housing project at the Steele-Reese building.

**Park/Program Usage**

- The car count for April was 2429, went down in May, and up to 4255 in June.
- The visitor center had 3348 visitors in April, 3465 in May, and 4607 in June with all campgrounds full every weekend this quarter.
- We had 346 sandboard rentals in April, 503 in May, and 661 in June.
- Warmer temperatures in June decreased mid-week camping.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit		
Special Use Permit		
Film Permit		
Other permits		

**Program Services**

- We hosted several school groups in May.
- Our seasonal interpreter accepted our ranger position necessitating the hire of a new interpreter.
- Astronomers gave programs on Fridays and Saturdays to campers with smaller telescopes.

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation	17	1370
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events		
Special Events Held Off-Site	1	50

#### Preservation of Natural, Cultural, and/or Historical Resources

- Staff is working on the repairs to the irrigation system although repairs will be expensive.
- Our Dark Sky application was submitted to International Dark-Sky Association in May, still waiting on the determination.
- Continued to remove dead and dying trees in the campgrounds from irrigation issues and weather. Campgrounds are losing their shade.
- Boise State University reached out to create a research program using their NASA grant to study saltation at the dunes. The interns from this program may lead to future park staff.
- We turned off the recharge pump May 15.
- The asphalt repair project has expanded to include a third of park roads, however, it is not sufficient, and we will keep the item on CIP.
- Staffing shortages have impacted invasive weed pulling and spraying efforts.
- Both lawnmowers have broken down several times and will need to be quickly replaced.
- We are working to install a filtration system for the ranger's house to eliminate arsenic levels.
- Sightings of large carp in the small lake are worrisome, the lake was treated last around 2000.

#### Staff Training

- Ranger Hendrickson presented a CPR/First Aid training for staff and volunteers in April.
- Ranger Hendrickson completed Supervisory Academy training in June.

#### Manager's Narrative

- Seasonal housing is a necessity to attract qualified applicants. The housing being constructed does not satisfy the need to properly staff the maintenance and visitor services.
- LUMA training has been difficult and confusing for both permanent and seasonal staff.
- The new telescope will necessitate the hire of at least two part-time astronomers.
- Repair of the original observatory is a priority as we are expecting enormous crowds this year and running one telescope will not adequately serve demand.

#### **EAGLE ISLAND – JOHANNES GIESSEN, PARK MANAGER**

##### Customer Service

- Park reopened all park trails that were previously affected by river flooding.
- Park water slide closed on June 21 due to mechanical and safety concerns by park managers.

##### Park/Program Usage

- 74 reservations were processed this quarter: two in April, 20 in May, and 52 in June.
- Traffic count was 11342 in April, 14332 in May, and 16341 in June.
- The park had one volunteer group with 30 participants lead by a park staff member.
- Local police agencies continued to use our fields and outbuildings for K-9 and drone training.
- Ada County Mosquito Abatement continued checking fields and water run off areas for potential pest control issues.
- Daily concessions are Tropical Sno, Paddleboard Idaho, and Gateway Parks ZipLine.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	9	1995
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

- Park staff participated in a job fair at College of Western Idaho.
- Park staff hosted one on-site environmental education presentation.
- Park staff had volunteers that assisted with cleaning up debris, planting milkweed seeds, and plant identification.

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming	2	32
Traditional Interpretation		
Environmental Education	2	44
Jr. Ranger Programming		
School Programming		
Special Events	1	500
Special Events Held Off-Site	1	15

Preservation of Natural, Cultural, and/or Historical Resources

- Consulted with Keith Jones about tree damage done by the winter tubing concessionaire.
- Removed four cottonwoods from the old park entrance and one hazard tree from park bathroom area.

Staff Training

- Park staff attended Wetland Delineation training on-site hosted by Army Corps of Engineers and a virtual ADA Conference training hosted by Georgia State ADA Commission.
- Park staff co-led a South Region Interpreter training.
- Park Staff attended CPR/First Aid training.

Manager's Narrative

- West restroom remodel project was completed Memorial Day weekend, worked with development on remaining issues.
- Park staff continued to work on updating dog policy signage to assist with rule enforcement.
- Worked with city of Eagle trails master plan regarding green belt progression.
- Worked with Sheriff's Department regarding additional vehicle patrols.
- Ada County Sheriff's Office's speed limit radar trailer remains on site to help mitigate speeding concerns.
- Worked with DEQ and development on issues with previous domestic water well modifications. The park had no drinking water until June 14, after this date all bathrooms and potable water operations resumed as normal.
- Continued discussion with city of Eagle staff about Eagle Fun Days and on-site firework show in July.
- Park visitor center opened fully in June.
- Park staff met with development to further discuss campground project.
- Continued to hire seasonal employees to help with park needs.
- Started on necessary irrigation system repairs in coordination with outside vendors.
- Park staff coordinated with the supplier to increase dumpster capacities.

- Both of the park’s rangers submitted their resignations during this quarter, leaving the park with no rangers effective July 5. Filling these critical staff positions are a high priority.
- Park Manager Giessen started June 12 and the new administrative assistant has been hired.

**LAKE CASCADE – BLAKE PACKER, PARK MANAGER**

**Customer Service**

- Boat registration, OHV permits, OHV Idaho State Passport, and invasive species sticker purchases increased throughout April, May, and June
- Due to weather, handling docks were installed mid to late May.
- All fourteen water systems were energized by the second week of May.
- Park staff completed the parks host orientation at the American Legion Hall on May 18 which included a presentation from Friends of Lake Cascade on water quality and cyanobacteria.
- Completed summer preparations for equipment, vehicles, and park unit facilities.
- Worked with contractors to complete the last dock connection, sea-flex connections, and the gangway connection after the completion of necessary concrete bulkhead in early June.
- Purchased ten mattresses for the Osprey Point Group Yurts to replace outdated mattresses.
- Purchased fencing materials to repair park fencing throughout several units.
- Continued to work through the transition of day-use shelters to online reservations and the transition of the Osprey Point Group Yurts informational/combo emails to an automated email system.

**Park/Program Usage**

- All facilities and services were fully functional and available to visitors by May 25.
- Osprey Point Group Yurt and Snowbank Group Use Area had one reservation each in May.
- Hosted three fishing tournaments throughout May and June at multiple boat ramp locations.
- The park hosted two SISA Sailing Regattas.
- Big Sage and Poison Creek had eight reservations totaling ten nights, Osprey Point Group Yurts had six totaling 17 nights, and Snowbank Group Use Area had ten totaling 23 nights.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	2	72
Special Use Permit		
Film Permit		
Other permits		

**Park Sponsored Program or Event**

- Park staff assisted with hosting the 2023 Idaho Free Fishing Day in conjunction with Idaho Fish and Game and other partners.

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation		
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events	1	116
Special Events Held Off-Site		

### Preservation of Natural, Cultural, and/or Historical Resources

- Park staff evaluated and removed hazard trees from park units, many of which were dead from drought, beetle kill, and other identified diseases. Staff will coordinate with Keith Jones for future assessment.

### Staff Training

- There are various trainings park staff need to attend such as CEO Refresher, Reservations, and First Aid and CPR Training.
- Ranger Cardona, Assistant Park Manager Grogan, and Park Manager Packer attended S-212 Chainsaw Training instructed by SITPA at Ponderosa State Park in June.

### Manager's Narrative

- Despite weather conditions, park staff was able to accomplish significant maintenance tasks.
- Seasonals have been hired but no seasonal interpretive ranger was recruited.
- Installed traffic counters at 17 of the 22 entrance locations. The park is seeking funding for counters and alternatives to ensure accurate visitation data is captured.
- Participated in meetings with Valley County Waterways and Cascade Chamber of Commerce.
- Ranger Lenigan started on June 3, leaving one park ranger vacancy to be filled.
- We are still in the interview process for the administrative assistant I position.
- Park staff continued to cover multiple shifts including night shifts as the training and orientation of Rangers Cardona and Ranger Lenigan have been a priority.
- The park had one IRS report in June from the Boulder Creek host falling during Free Fishing Day which resulted in a broken bone. All documentation has been submitted.
- A variety of issues were documented within the park's patrol logs related to paying the MVEF, extra vehicle fees, and overnight parking/camping fees throughout the quarter.

### **LUCKY PEAK – SURAT NICOL, PARK MANAGER**

#### Customer Service

- All units are off leash until May 1.
- Seasonal office hire has successfully taken care of shelter reservations.
- Entrance stations are open, reservations are being taken care of, and social media accounts are continuously updated.

#### Park/Program Usage

- The disc golf course was removed by volunteers in May, the course will be back on October 1.
- Poor pond water tests led to warning signs posted at Sandy Point. Visitation dropped dramatically and delayed paddleboard concessionaire opening from May to June after the water testing was completed.
- Events this quarter included the Boise River Marathon, Race to Robie Creek, Southern Idaho Sailing Outreach Workday, Famous Idaho Potato Marathon, and Idaho Coalition for Motorcycle Safety Annual Rally.
- The park was used for the Ada County Sherriff's Office dive team training at Spring Shores, Idaho Mountain Search and Rescue driving courses and certifications trainings, and filming a TV series featuring Montana outfitters for Wide Eye Productions.
- Two volunteer groups planted pollinator plants and cleaned up the park.

Type of permit issued ( <i>after event</i> )	No. of Permits	No. of Attendees
Group Use Permit	14	4885
Special Use Permit		
Film Permit	1	10
Other permits		

#### Park Sponsored Program or Event

- Spring Shores hosted Marine Law Enforcement School.
- First Time Adventurers kicked off in June. This will be a regular program featuring outdoor activities and programs, booths, and hands on activities from local experts and businesses.
- Astronomy program featured a solar scope Friday afternoons and star-gazing Saturday nights.
- Girls Scouts held a day camp to earn merit badges and attended several interpretation programs conducted by staff.

Program Type	No. of Programs	No. of Attendees
Experiential Programming	3	60
Traditional Interpretation	8	188
Environmental Education	1	12
Jr. Ranger Programming	7	235
School Programming	2	70
Special Events	1	30
Special Events Held Off-Site	1	200

#### Preservation of Natural, Cultural, and/or Historical Resources

- Pollinator Garden expansion with students from Boise State University's TRiO program.

#### Staff Training

- Assistant Park Manager Sabin attended CPR Instructor training, Tribal Engagement webinar, and Bat Passive Monitor training.
- Staff attended South Region Interpretive Training, CPR training, Seasonal CEO training, Verbal Defense and Influence, and Bat Identification training with Biologist Bill Doering.

#### Manager's Narrative

- Staff conducted park aide interviews and hired almost all staff by the end of April.
- Surat worked with US Army Corps of Engineers on a new master plan for Lucky Peak.
- Ranger Barney attended meetings with refugee organizations about hosting events.
- Staff attended Lucky Peak Partners meeting with Boise County Sheriff's Department, US Army Corps of Engineers, IDPR Boating program, Ada County Sheriff's Office, and Redline Recreation.
- Spring Shores will hire seasonals to do nighttime security to open staff to attend to other duties and save over \$18,000 in costs.
- Star Link equipment was installed and set up for Spring Shores POS connections.
- Interviews and information on the nearby wildlife overpass project were conducted.
- Surat was a guest on a local radio show to talk about boating preparation and water safety.
- Park Ranger Sabin was promoted to assistant park manager and will start in July, leaving a ranger vacancy at the park.



**PONDEROSA – MATT LINDE, PARK MANAGER**

Customer Service

- April and May had low visitation due to the weather.
- The visitor center was open five days a week April through May 25 and is now open 9:00am-6:00pm every day.
- Park did not staff the entrance until opening day of May 25 as the staff we had working the entrance station had been laid off for the mandatory 30 day lay-off period.

Park/Program Usage

- The usage of the park has been primarily Roots Preschool prior to May 25 and has been busy with overnight use since the season opened.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	2	222
Special Use Permit	1	30
Film Permit		
Other permits		

Park Sponsored Program or Event

- The two groups that came to the park in April were Master Naturalists, whom our interpretive ranger presented to, and Project WET.
- Our interpretive ranger ran several programs in May.
- June programs ranged from Jr. Ranger programs to field trips with Master Naturalists.

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming	6	157
Traditional Interpretation	3	87
Environmental Education		
Jr. Ranger Programming	3	70
School Programming	82	1013
Special Events	2	129
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- The development bureau is trying to petition the NPS on the need for a cultural representative to be present while the digging utilities.
- The fossil display will be installed in July.
- The Blackberry loop utility upgrade project has been awarded to Granite excavation. This is now moving forward and will be started the day after Labor Day 2023, although an archaeologist has not been found yet for the excavation.

Staff Training

- Three staff members attended S-212 Chainsaw Training instructed by SITPA.
- Examples of additional trainings needed by staff are Verbal Judo and hazard tree assessment.

Manager’s Narrative

- The lack of available housing has left us a few seasonal positions short, hiring four more would allow us to keep the visitor center open for three additional hours and the entrance station for four additional hours.
- We are losing our cabin cleaner and housing for two employees at the end of the summer.
- We installed three vehicle counters in May at the North Beach unit.
- The weather prevented full campground preparations and fallen tree clean up.
- Our assistant park manager took the park manager position with Eagle Island and we have not announced the vacant position.

**THREE ISLAND – NITA MOSES, PARK MANAGER**

Customer Service

- The Oregon Trail History & Education Center (OTHEC) was opened for 24 days in April, 31 days in May, and 30 days in June.
- Retail Revenue for April was \$1979.48 and \$3535.84 for May.
- Retail Purchases for April \$769.48 and \$330.52 for May.

Park/Program Usage

- OTHEC visitation was 1206 in April, 2302 in May, and 2489 in June.
- OTHEC had visitors from 23 states and nine foreign countries.
- Traffic count for May was 4713 and 5203 for June.
- Loaner backpacks had 13 check outs this quarter.
- The park had users from Southwestern Educators Association of Retired Teachers, Canyonside Christian Academy, Nampa City Recreation, Night Sky Presentation, Ft. Boise Calvary, Sun Valley School, Western Pine, Wendell Elementary School, Poppelwell School, Xavier Charter School, and a wedding.

<b>Type of permit issued (after event)</b>	<b>No. of Permits</b>	<b>No. of Attendees</b>
Group Use Permit	15	793+
Special Use Permit		
Film Permit		
Other permits		

Park Sponsored Program or Event

- Ft. Boise Cavalry attended our Living History Event interpretive program.

<b>Program Type</b>	<b>No. of Programs</b>	<b>No. of Attendees</b>
Experiential Programming		
Traditional Interpretation	1	40
Environmental Education		
Jr. Ranger Programming		
School Programming		
Special Events		
Special Events Held Off-Site		

Preservation of Natural, Cultural, and/or Historical Resources

- Hazard tree removal and control of noxious weeds with chemicals and manual removal occurred.

### Staff Training

- Staff worked on the LUMA training modules.

### Manager's Narrative

- We have hired five seasonal park aides between April and May.
- As existing volunteers completed their time at the park, new volunteers were trained.
- Ranger Normand from Bruneau began working as Interim Park Manager in April. Park Manager Moses returned to work 20 hours per week on June 12.
- Ranger Redd, new to IDPR, started on May 15 and Hells Gate Ranger Barron will transfer in July. The park currently has one ranger vacancy waiting to be filled.
- The park received an award from the National Weather Service for 50 years of excellence in observing, recording, and reporting weather data.
- Ranger Normand met with Bryan Griggs to discuss a bathroom renovation.
- Park Staff continued to work with AATronics on audio/visual problems in the OTHEC.

### SOUTH REGION MAINTENANCE CREW – CHRISTOPHER RE, FOREMAN

#### **Lucky Peak**

- Moved a dock off the beach to the parking area to be repaired and moved fallen trees.

#### **Three Island state park**

- Painted the interior of the ranger house.

#### **Lake Cascade**

- Moved handling docks out of the water and installed docks at Van Wyck, Sugar Load, and Blue Heron.

#### **Eagle Island**

- Helped install shade sail above playground area.
- Helped with park staff in removing fallen trees from the hatchery entrance.