

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Special Board Meeting

July 28, 2025

IDPR HQ

5657 Warm Springs Ave.

Boise, ID 83716

MINUTES

Monday, July 28, 2025; 1:30 PM, Mountain Standard Time

IDPR HQ

MEETING ADJOURNED AT APPROXIMATELY 3:05 P.M., July 28, 2025.

Monday, July 28, 2025 Call to Order – Chairman Beckley called the meeting to order and requested a roll call.

- Chairman Beckley – Online
- Vice Chairman Roady - Online
- Board Member Keating - Online
- Board Member Cooke – Online
- Board Member Manning – Online
- Board Member Liddiard – Online

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

Susan Buxton, Director

Adam Zaragoza, Management Services Administrator

Troy Elmore, Operations Division Administrator

Steve Martin, Financial Officer

Teresa Kraipowich, Executive Management Assistant

Alyssa Leavitt, Administrative Assistant II

Dave Claycomb, Bureau Chief for Recreation Bureau

Joy Vega, Deputy Attorney General

Ryan Buffinton, East Region Manager

Seth Hobbs, R&R Program Manager

Kathy Muir, State and Federal Grant Manager

Lisa Herriot, Division of Financial Management

Darren Damon, Office of the Governor

Welcome and Introductions / Chairman Beckley and Director Buxton

Chairman Beckley welcomed everyone to the meeting.

Additions and Changes to the Agenda

No additions or changes to the agenda.

Consent Agenda – Action Item

Approval of Minutes

- June 11, 2025

Mr. Keating motioned that the Board approve the June 11, 2025 minutes. Motion was seconded by Mr. Roady. The Chairman asked for further discussion, hearing none, the Chairman called for a vote. The motion carried unanimously.

Executive Session

At 1:40 P.M. Ms. Manning motioned that the Board convene in executive session pursuant to Idaho Code § 74-206(1)(b), (c), and (f) to, respectively, evaluate a public officer, to discuss the acquisition of real property not owned by a public agency, and to communicate with legal counsel for the public agency to discuss the legal ramifications or legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The motion was seconded by Mr. Liddiard. Chairman Beckley called for a roll call vote on the motion.

- **Chairman Beckley - Yes**
- **Board Member Roady - Yes**
- **Board Member Cooke - Yes**
- **Board Member Keating - Yes**
- **Board Member Manning - Yes**
- **Board Member Liddiard - Yes**

Motion carried and the Board commenced the executive session at 2:04 P.M.

Action Items from Executive Session

The Board resolved out of Executive Session at 2:22 P.M.

Acquisition of Private Property – Action Item

Adam Zaragoza gave an update on Twin Peaks Guest Ranch property in Salmon, ID. IDPR to accept title to approximately 677.80 +/- acre parcel of land, including all facilities, equipment, machinery, etc. in Lemhi County, so that it can be a new State Park for the visitors and citizens of the State of Idaho. Sufficient funds have been appropriated in IDPR's Capital Development budget and aligns with IDPR's mission to retain public access and add capacity to the state park system. IDPR staff and the Attorney General's office are working together to draft the Purchase and Sale Agreement and Warranty Deed. Staff is seeking Board approval to authorize the Director to sign the PSA, proceed with the acquisition, close on or before October 1, 2025, accept the property as a new State Park, and, add into IDPR's system upon receipt of a warranty deed acceptable to IDPR.

Mr. Liddiard motioned for the Board to authorize the Director to sign a final Purchase and Sale Agreement, stipulating a 45-day due diligence period, and further recommends that upon receipt of an executed warranty deed acceptable to IDPR, the real property identified in

the Purchase and Sale Agreement will be owned by the Board and managed with the Idaho Department of Parks and Recreation system. Mr. Keating second the motion. Chairman Beckley called for a roll call vote on the motion.

- **Chairman Beckley - Yes**
- **Board Member Roady - Yes**
- **Board Member Cooke - Yes**
- **Board Member Keating - Yes**
- **Board Member Manning - Yes**
- **Board Member Liddiard - Yes**

Mr. Liddiard motioned for the Board to authorize the Director to negotiate and sign an In Lieu Fee Agreement with Lemhi County, Idaho. Mr. Roady second the motion. Chairman Beckley called for a roll call vote on the motion.

- **Chairman Beckley - Yes**
- **Board Member Roady - Yes**
- **Board Member Cooke - Yes**
- **Board Member Keating - Yes**
- **Board Member Manning - Yes**
- **Board Member Liddiard - Yes**

Budget FY2026 Report – Action Item

Steve Martin explained that the FY2027 budget proposal employee health insurance increased from \$2,600 to \$3,600 per FTP, IT (computer) replacement items decreased from \$150,000 to \$100,000 based on input from the State’s ITS department, and DU 12.05 for \$120,000 in dedicated funding for an IDL lease program was removed. Request for a one-time capital outlay from the RV fund for the acquisition and development of RV camping. A portion of that will be put back into the Salmon Twin Peaks property that was authorized.

Mr. Keating motioned to approve the staff recommendations: The Board approve the FY 2027 budget proposal based upon the ranked replacement and enhancement items, for an estimated total of \$69,111,100, as summarized on page 2 of the attachment, and approve to adjust Health Benefit Costs and CEC, if any, to the actual amounts in DFM’s budget instructions prior to submission; and furthermore adjust the RV Fund amount to \$9.5 million.

Mr. Roady seconded the motion. Chairman Beckley called for a roll call vote.

- **Chairman Beckley - Yes**
- **Vice Chairman Roady - Yes**
- **Board Member Cooke - Yes**
- **Board Member Keating - Yes**
- **Board Member Manning - Yes**
- **Board Member Liddiard - Yes**

Motion carried.

Old/New Business

None.

Public Comment not on agenda

None.

ADJOURN

The meeting was adjourned at approximately 3:04 P.M.



Chairman Brian Beckley
Idaho Park and Recreation Board



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