IDAHO DEPARTMENT OF PARKS & RECREATION

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

Special Board Meeting
July 27, 2026
IDPR Headquarters
5657 Warm Springs Ave
Boise, ID 83716

MINUTES

Thursday, July 27, 2026; 12:30 PM (MST)
IDPR HQ, Boise, ID
MEETING ADJOURNED AT APPROXIMATELY 1:52 P.M., July 27, 2026

Thursday, July 27, 2026, Call to Order – At 12:30 P.M., Chairman Roady called the meeting to order and requested a roll call.

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

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

Susan Buxton, Director – Attended in Person
Troy Elmore, Operations Division Administrator
Steve Martin, Financial Officer
Joanna Hiller, Executive Management Assistant
Sawyer Crenshaw, Public Information Specialist
Jennifer Quinno-Miller, Human Resources Officer
Melanie Schuster, Development Bureau Chief
Anna Medlin, Administrative Assistant I
Seth Hobbs, Reservations & Registrations Program Manager
Kathy Muir, State & Federal Grant Manager
Johannes Giessen, South Region Manager
Robert Follett, Deputy Attorney General
Lisa Herriot, Senior Financial Management Analyst, DFM - Online
Llyod Knight, Policy Director for Governor Little
Hailey Husband, Non-Motorized Trails Program Coordinator (online)
Cami Miller, Senior Financial Specialist
Stephanie Page, Financial Specialist (online)
Pamela Huck, Real Estate Manager (online)
David White, North Region Manager (online)
Ryan Buffington, East Region Manager (online)

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Kellie Joyce, Financial Specialist (online)
Rebecca Honsinger, R&R Program Supervisor (online)
Michael Robinson, OHV Program Supervisor (online)
Rich Gummersall, P&R Program Training Coordinator (online)
Nico Lostra, Policy Advisor Office of The Governor (online)

Welcome and Introductions / Chairman Roady and Director Buxton

Chairman Roady welcomed everyone to the meeting. Director Buxton gave a brief introduction of Llyod Knight the new Policy Director in the Governor's office. Mr. Knight introduced himself and told the Board that he came from State Department of Agriculture, where he served as its Deputy Director.

Additions and Changes to the Agenda

There were no changes or additions to the agenda

Director's Update – Information Only

Director Buxton highlighted the some of the agencies deferred maintenance and capacity projects and showed a video of the following; Discovery Park at Lucky Peak State Park, Kokanee Cove at Ponderosa State Park, Chatcolet Marina at Heyburn State Park, Round Lake State Park, Peterson Group Camp at Farragut State Park, Twin Peaks Ranch State Park, Eagle Island State Park, Challis Hot Springs and Billingsley Creek Campground at Thousand Island State Park. Director Buxton let the Board know that the August 11, 2026, meeting would be cancelled and the Staff Reports would be sent out to keep information current. The November Quarterly Board meeting in Coeur d' Alene is still scheduled for November 3, 2026.

Director Buxton also explained to the Board the annual employee survey was being calculated and there was 78% participation so far.

Fiscal Year 2028 Budget

Steve Martin reported on the Final Year 2028 Budget proposal that has been presented in the June Board meeting. The main changes were the increase in health care costs and CEC/personnel costs due to the extra payroll for the fiscal year. There was a discussion regarding the rise in health care costs.

Mr. Keating moved that the Board approve the FY 2028 budget proposal based upon the ranked replacement and enhancement items, for an estimated total of $68,562,700, as summarized on page 2 of the agenda item attachment. Ms. Manning seconded the motion. The Chairman called for a roll call vote:

- **Chairman Roady – Yes**
- **Vice Chairman Cooke – Yes**
- **Board Member Keating – Yes**
- **Board Member Manning – Yes**

- **Board Member Malmen - Yes**
- **Board Member Liddiard – Absent**

Director Buxton presented the Certificate of Service signed by Governor Little to Steve Martin and thanked him for his 20 years of dedicated service.

Strategic Plan

Melanie Schuster reported on the Strategic Plan that was presented in the June Board meeting. The plan is to measure for reduced backlog and maintenance projects and establish an ongoing maintenance program. The Idaho Department of Parks and Recreation's development strategy focuses on balancing growth in outdoor recreation demand with long-term stewardship of Idaho's natural and cultural resources. The plan is centered on sustainable expansion, asset management, and enhancing visitor experiences while maintaining fiscal responsibility. A core priority is reinvestment in aging facilities, including campgrounds, utilities, bridges, roads, and visitor facilities. The plan promotes resilient infrastructure that supports year-round use and adapts to changing environmental conditions. IDPR seeks to leverage partnerships with local governments, state agencies, tribes, federal agencies, and private organizations to expand recreation opportunities, share costs, and strengthen community engagement.

Ms. Manning moved that the Board approves the FY2027-FY2030 Strategic Plan Update with any amendments or edits the Board or staff may deem reasonable prior to submission with our budget in August. Mr. Cooke seconded the motion. The Chairman called for a roll call vote:

- **Chairman Roady – Yes**
- **Vice Chairman Cooke – Yes**
- **Board Member Keating – Yes**
- **Board Member Manning – Yes**
- **Board Member Malmen - Yes**
- **Board Member Liddiard – Absent**

Legislation & Rules

Mr. Hobbs reported that IDPR needs flexibility for fee increases to cover the rising costs of providing electricity, water, and sewage services to sites. He also explained that during the Legislative session in 2026, 26.01.20.250 had been rejected because it included an increase to the Basic campsite fee. The legislature instructed the Department to remove the fee increase for the Basic sites and resubmit in the 2027 session the fee increases for electric, full hook-up, companion sites, and showers.

Ms. Malmen moved that the Board approves the IDPR Staff recommendation to approve the legislative initiatives as presented. Mr. Keating seconded the motion. The Chairman called for a roll call vote:

- **Chairman Roady – Yes**
- **Vice Chairman Cooke – Yes**
- **Board Member Keating – Yes**
- **Board Member Manning – Yes**
- **Board Member Malmen - Yes**
- **Board Member Liddiard – Absent**

Advisory Committee Appointments

Ms. Muir presented to the Board the five (5) citizen advisory committee positions to appoint. Ms. Muir reported that the open positions include: one Recreational Vehicle Fund position, one Waterways Improvement Fund position, one Off-Road Motor Vehicle Fund position, and two Recreational Trails Program Fund positions. Ms. Muir has attached the summary of the candidates for the Board to review the applications from each applicant with pertinent registration information for the equipment the potential applicants own.

Ms. Manning motioned that the Board approve the staff recommendations to appoint committee members to the appropriate committees from the applicant list that is provided. Mr. Keating seconded the motion. The Chairman called for a roll call vote:

- **Chairman Roady – Yes**
- **Vice Chairman Cooke – Yes**
- **Board Member Keating – Yes**
- **Board Member Manning – Yes**
- **Board Member Malmen - Yes**
- **Board Member Liddiard – Absent**

Surcharge Policy

Mr. Giessen reported to the Board an amendment Policy #6067 which includes changing the terminology from "surcharged envelops" to "surcharge forms" and updating the stated fee collection amount to reflect broadly the current fees rather than the outdated $10 amount. Mr. Giessen explained that replacing the surcharge envelopes with the new form would reduce the cost of an order of 1,000 forms from approximately $3.50 per envelope to approximately $0.41 per form, saving the agency more than #3,000 per 1,000 form order. Mr. Giessen said the proposed amendment would provide a pathway to the use of a simpler, more cost-effective alternative to the current surcharge envelopes while supporting the Department's ability to conduct fee compliance checks throughout the state park system.

Mr. Keating moved that the Board approve the proposed revision to Policy #6067, including changing the terminology from "surcharge envelops" to "surcharge forms" while supporting the Department's ability to conduce fee compliance checks throughout the state park system. Ms. Manning seconded the motion. The Chairman called for a roll call vote:

- **Chairman Roady – Yes**
- **Vice Chairman Cooke – Yes**
- **Board Member Keating – Yes**
- **Board Member Manning – Yes**
- **Board Member Malmen - Yes**
- **Board Member Liddiard – Absent**

Review and Set Quarterly Board Meeting Schedule

Director Buxton asked the board to cancel the August 11 Meeting and give the Director the authority to establish another meeting in the fall.

Mr. Cooke moved to cancel the Burley Board meeting and begin developing plans for calendar year 26-27 and present a new schedule at the next meeting. Ms. Manning seconded the motion. The motion passed unanimously.

Executive Session

At 1:36 P.M. Ms. Manning motioned that the Board convene in executive session 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." Mr. Keating seconded the motion.

- **Chairman Roady – Yes**
- **Vice Chairman Cooke – Yes**
- **Board Member Keating – Yes**
- **Board Member Manning – Yes**
- **Board Member Malmen - Yes**
- **Board Member Liddiard – Absent**

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No decisions were made, and the Board ended the executive session at 1:50 P.M.

ADJOURN

The meeting was adjourned at approximately 1:52 P.M.

_____	_____
Chairman Chuck Roady	Susan E. Buxton, Director
Idaho Parks & Recreation Board	Idaho Department of Parks and Recreation

DRAFT

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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
November 3, 2026
IDFG Panhandle Regional Office
2885 W Kathleen Ave
Coeur D Alene, ID 83815

AGENDA ITEM: Friends of Harriman & Trail Update

ACTION REQUIRED: Information Only

PRESENTER: Director Buxton & Mary Noonnann

PRESENTATION

BACKGROUND INFORMATION:
Friends of Harriman started approximately 2 years ago, fully funded by the Friends Group, in coordination with IPDR, state and federal partners. Emphasis in future trail operations. No actual activity is planned yet. Director Buxton and Mary Noonman, The Friends of Harriman representative, will report to the Board the Harriman Trail System Management Plan Project and the Existing Conditions report.

STAFF RECOMMENDATIONS:
This is an information-only item and no action is required.

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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
November 3, 2026
IDFG Panhandle Regional Office
2885 W Kathleen Ave
Coeur D Alene, ID 83815

AGENDA ITEM: Right of Way Easement Request, Northern Lights, Inc.
Round Lake State Park

ACTION REQUIRED: Approval of Easement

PRESENTER: Adam R. Zaragoza, Management Services Administrator

BACKGROUND INFORMATION:

The IDPR Development Bureau broke ground on two (2) new, dry cabin facilities in early 2026 on Idaho Department of Lands property adjacent to Round Lake State Park. This project was approved and funded by Outdoor Recreation Fund Advisory Council (ORFAC) and the IDPR Board. Director Buxton and Director Miller signed a Development and Management (D&M) Plan for this project in April 2025.

Section B.2.b.i of the D&M Plan provides for the installation of an electrical utility line to provide power to the cabins extending across both IDPR and IDL properties. The first step is for the IDPR Board and the Land Board to grant an easement to Northern Lights, Inc., to install the electrical line to the cabins crossing both properties. Shortly thereafter, IDPR and IDL will grant to each other reciprocal easements for each party to access the electrical line on the other's property. The first step of that process is for the IDPR Board and the Land Board to grant the electrical utility provider an easement to install the electrical utility to the two new cabins.

Construction of the utility lines is scheduled to be completed by October 30, 2026. Staff will provide an update to the Board at the meeting if the utility lines have not been fully constructed or there are deviations in construction. The cabins are scheduled to be open for public reservations beginning May 2027.

STAFF RECOMMENDATIONS:

Staff recommends the Board authorize the Director to sign the Right of Way Easement to Northern Lights Inc., for electrical power services to the 2 new cabins located on endowment land; and, to then execute reciprocal easements with IDL to allow each agency the right to cross the property of the other regarding the electrical utility.

Attachments
Right of Way Easement
Development and Management Plan for Round Lake State Park

RIGHT OF WAY EASEMENT

WO#: 20260197
Loc ID: 105457

RIGHT-OF-WAY EASEMENT

NORTHERN LIGHTS, INC.

P.O. BOX 269, SAGLE, IDAHO 83860.....PHONE (208)263-5141

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, **STATE OF IDAHO DEPARTMENT OF PARKS AND RECREATION,** whose address is **5657 WARM SRPINGS AVE., BOISE, IDAHO 83716**, for good and valuable consideration, the receipt whereof is hereby acknowledged, do hereby grant unto **NORTHERN LIGHTS, INC.**, a cooperative corporation (hereinafter called the "Cooperative") whose post office address is **P.O. BOX 269, SAGLE, IDAHO 83860**, and to its successors or assigns, the right to enter upon the lands of the undersigned, situated in the County of **BONNER**, State of **IDAHO,** and more particularly described as follows:

For an underground primary distribution power line and an underground secondary power line, across a portion of the following described property:

See attached Exhibits "A" and "B"

To construct, operate and maintain an overhead or underground electric transmission and/or distribution lines or systems on or under the above described lands and/or in, upon or under all streets, roads or highways abutting said lands; to inspect and make such repairs, changes, alterations, improvements, removals from, substitutions and additions to its facilities as cooperative may from time to time deem advisable, including , by way of example and not by way of limitation, the right to increase or decrease the number of circuits, wires, cables, handholes, manholes, connection boxes, transformers and transformer enclosures; to cut, trim and control the growth by machinery or other means of trees and shrubbery located within **20 feet** of the center line of said line or system, or that may interfere with or threaten to endanger the operation and maintenance of said line or system (including any control of the growth of other vegetation in the right-of-way which may incidentally and necessarily result from the means of control employed); to keep the easement clear of all buildings, structures or other obstructions within a lateral distance of 20 feet from the center line of overhead line or 10 feet from center line of underground line; and the right to permit the installation of communication and other circuits on the poles of said electric transmission and distribution system.

The undersigned agree that they will hold harmless and indemnify Northern Lights, Inc. for any damage to lawns, driveways, or other personal or real property necessitated by the crossing of such property to reach the property of the undersigned. This obligation applies to damage caused to the property of the undersigned as well as to damage caused to the property of third persons whose property must be crossed to reach the property of the undersigned. The undersigned agree that they shall pay the costs of restoring such third persons' property to its original state, including any reasonable attorneys' fees and court costs incurred in enforcing such obligation.

The undersigned agree that all poles, wires, and other facilities, including any main service entrance equipment, installed in, upon, or under the above-described lands by the Cooperative shall remain the property of the Cooperative, removable at the option of the Cooperative.

NORTHERN LIGHTS, INC.
RIGHT OF WAY EASEMENT
WO# 20260197
Loc ID: 105457

IN WITNESS WHEREOF, The Grantors have set their hands and seals this _____ day of _____, 20_____.

IDAHO DEPARTMENT OF PARKS AND RECREATION

BY: _____
SUSAN E. BUXTON

ITS: **DIRECTOR**

STATE OF _____)
SS
COUNTY OF_____)

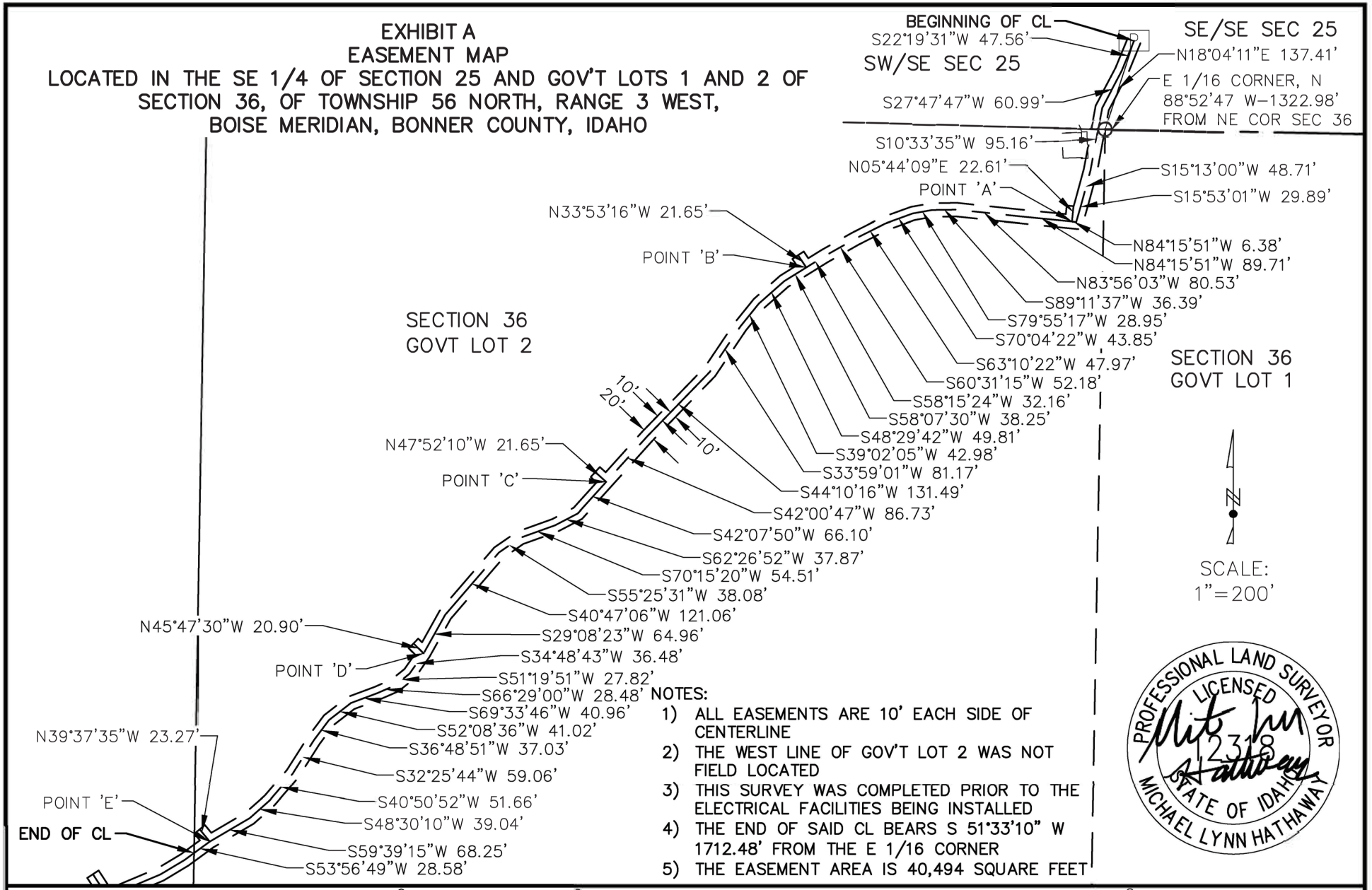
This record was acknowledged before me on _____/_____/_____ by **SUSAN E. BUXTON** as **DIRECTOR** of **IDAHO DEPARTMENT OF PARKS AND RECREATION**.

(stamp)

_____
Signature of Notary Public

My commission expires:_____

EXHIBIT A
EASEMENT MAP
LOCATED IN THE SE 1/4 OF SECTION 25 AND GOV'T LOTS 1 AND 2 OF SECTION 36, OF TOWNSHIP 56 NORTH, RANGE 3 WEST, BOISE MERIDIAN, BONNER COUNTY, IDAHO



NOTES:

1) ALL EASEMENTS ARE 10' EACH SIDE OF CENTERLINE
2) THE WEST LINE OF GOV'T LOT 2 WAS NOT FIELD LOCATED
3) THIS SURVEY WAS COMPLETED PRIOR TO THE ELECTRICAL FACILITIES BEING INSTALLED
4) THE END OF SAID CL BEARS S 51°33'10" W 1712.48' FROM THE E 1/16 CORNER
5) THE EASEMENT AREA IS 40,494 SQUARE FEET

PROFESSIONAL LAND SURVEYOR LICENSED 12318 STATE OF IDAHO MICHAEL LYNN HATHAWAY

WELCH-COMER ENGINEERS | SURVEYORS

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IDAHO DEPARTMENT OF PARKS AND RECREATION
EASEMENT MAP
SEC 25 AND SEC 36 OF T56N, R3W
BONNER COUNTY IDAHO – ROUND LAKE

PROJECT NO.:	41090.010
DRAWN BY:	MLH
DWG:	41090.010 EX01.DWG
DATE:	20261013
SHEET NO:	1 OF 1

Exhibit A

Easement Description

That portion of the Southeast quarter of the Southeast quarter and the Southwest quarter of the Southeast quarter of Section 25 and Government Lots 1 and 2 of Section 36 all in Township 56 North, Range 3 West, Boise Meridian, Bonner County, Idaho, described as follows:

A 20 foot wide strip of land located 10 feet on each side of the following described centerline:

COMMENCING at a 3 1/4 inch aluminum cap marked 1980 RLS 748 marking the northeast corner of said Section 36, thence along the North line of said Government Lot 1 N 88°52’47” W a distance of 1322.98 feet to a 3 1/2 inch brass cap marked 1987 RLS 1947 marking the East 1/16 corner; thence N 18°04’11” E a distance of 137.41 feet to the **BEGINNING** of said centerline;

Thence S 22°19'31" W a distance of 47.56 feet;

Thence S 27°47'47" W a distance of 60.99 feet;

Thence S 10°33'35" W a distance of 95.16 feet;

Thence S 15°13'00" W a distance of 48.71 feet;

Thence S 15°53'01" W a distance of 29.89 feet;

Thence N 84°15'51" W a distance of 6.38 feet to a point herein designated as Point ‘A’:

Thence N 84°15'51" W a distance of 89.71 feet;

Thence N 83°56'03" W a distance of 80.53 feet;

Thence S 89°11'37" W a distance of 36.39 feet;

Thence S 79°55'17" W a distance of 28.95 feet;

Thence S 70°04'22" W a distance of 43.85 feet;

Thence S 63°10'22" W a distance of 47.97 feet;

Thence S 60°31'15" W a distance of 52.18 feet;

Thence S 58°15'24" W a distance of 32.16 feet to a point herein designated as Point ‘B’:

Thence S 58°07'30" W a distance of 38.25 feet;

Thence S 48°29'42" W a distance of 49.81 feet;

Thence S 39°02'05" W a distance of 42.98 feet;

Thence S 33°59'01" W a distance of 81.17 feet;

Thence S 44°10'16" W a distance of 131.49 feet;

Thence S 42°00'47" W a distance of 86.73 feet to a point herein designated as Point ‘C’:

Thence S 42°07'50" W a distance of 66.10 feet;

Thence S 62°26'52" W a distance of 37.87 feet;

Thence S 70°15'20" W a distance of 54.51 feet;

Thence S 55°25'31" W a distance of 38.08 feet;

Thence S 40°47'06" W a distance of 121.06 feet;

Thence S 29°08'23" W a distance of 64.96 feet to a point herein designated as Point ‘D’:

Thence S 34°48'43" W a distance of 36.48 feet;

Thence S 51°19'51" W a distance of 27.82 feet;

Thence S 66°29'00" W a distance of 28.48 feet;

Thence S 69°33'46" W a distance of 40.96 feet;

Thence S 52°08'36" W a distance of 41.02 feet;

Thence S 36°48'51" W a distance of 37.03 feet;

Thence S 32°25'44" W a distance of 59.06 feet;

Thence S 40°50'52" W a distance of 51.66 feet;

Thence S 48°30'10" W a distance of 39.04 feet;

Thence S 59°39'15" W a distance of 68.25 feet to a point herein designated as Point ‘E’:

Thence S 53°56'49" W a distance of 28.58 feet more or less to the West line of said Government Lot 2 and the **END** of said centerline: Said point bears S 51°33'10" W 1712.48 feet from said East 1/6 corner:

Sidelines will be extended or trimmed to intersect the West line of Government lot 2 on the West:

TOGETHER WITH AND INCLUDING the following 20 foot strips of land lying 10 feet each side of the following described centerlines A, B, C, D and E;

BEGINNING at said Point ‘A’, thence N 00°44’09” E a distance of 22.61 feet to the **END** of said centerline:

BEGINNING at said Point ‘B’, thence N 33°53’16” W a distance of 21.65 feet to the **END** of said centerline:

BEGINNING at said Point ‘C’, thence N 47°52’10” W a distance of 21.65 feet to the **END** of said centerline:

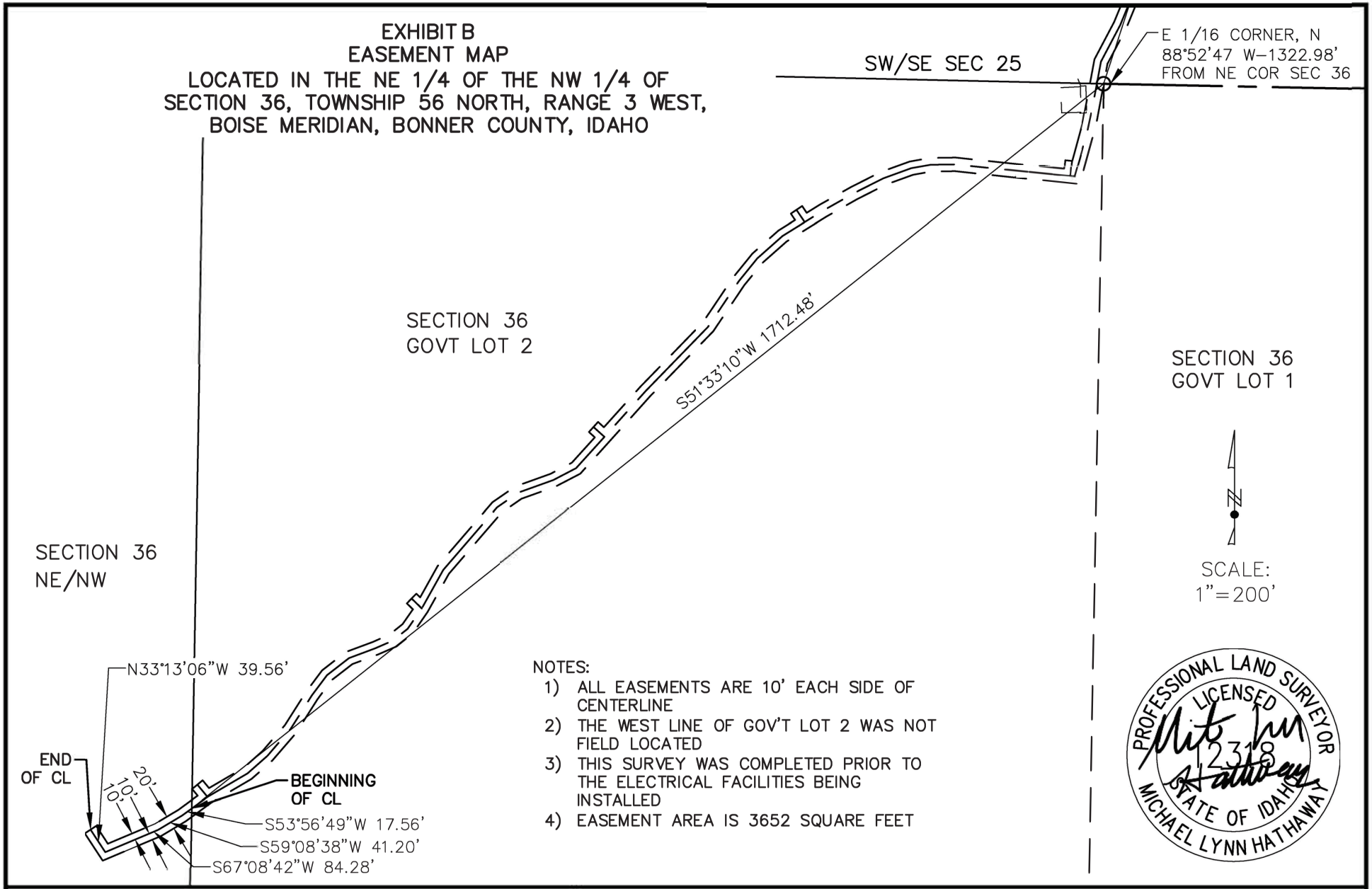
BEGINNING at said Point ‘D’, thence N 45°47’30” W a distance of 20.90 feet to the **END** of said centerline:

BEGINNING at said Point ‘E’, thence N 39°37’35” W a distance of 23.27 to the **END** of said centerline:

Containing 40,494 square feet or 0.930 acres more or less.



EXHIBIT B
EASEMENT MAP
LOCATED IN THE NE 1/4 OF THE NW 1/4 OF SECTION 36, TOWNSHIP 56 NORTH, RANGE 3 WEST, BOISE MERIDIAN, BONNER COUNTY, IDAHO



NOTES:
1) ALL EASEMENTS ARE 10' EACH SIDE OF CENTERLINE
2) THE WEST LINE OF GOV'T LOT 2 WAS NOT FIELD LOCATED
3) THIS SURVEY WAS COMPLETED PRIOR TO THE ELECTRICAL FACILITIES BEING INSTALLED
4) EASEMENT AREA IS 3652 SQUARE FEET

PROFESSIONAL LAND SURVEYOR LICENSED 12318 STATE OF IDAHO MICHAEL LYNN HATHAWAY

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IDAHO DEPARTMENT OF PARKS AND RECREATION
EASEMENT MAP
NE 1/4 OF THE NW 1/4 OF SEC 36,T56N, R3W
BONNER COUNTY, IDAHO – ROUND LAKE

PROJECT NO.:	41090.010
DRAWN BY:	MLH
DWG:	41090.010 EX01.DWG
DATE:	20261013
SHEET NO:	1 OF 1

Exhibit B

Easement Description

That portion of the Northeast quarter of the Northwest quarter of Section 36, Township 56 North, Range 3 West, Boise Meridian, Bonner County, Idaho, described as follows:

A 20 foot wide strip of land located 10 feet on each side of the following described centerline:

COMMENCING at a 3 1/4 inch aluminum cap marked 1980 RLS 748 marking the northeast corner of said Section 36, thence along the North line of said Government Lot 1 N 88°52’47” W a distance of 1322.98 feet to a 3 1/2 inch brass cap marked 1987 RLS 1947 marking the East 1/16 corner; thence S 51°33’10” W a distance of 1712.48 feet more or less to the East line of said Northeast quarter of the Northwest quarter and the **BEGINNING** of said centerline;

Thence S 53°56'49" W a distance of 17.56 feet;

Thence S 59°08'38" W a distance of 41.20 feet;

Thence S 67°08'42" W a distance of 84.28 feet;

Thence N 33°13'06" W a distance of 39.56 feet to the **END** of said centerline:

Sidelines will be extended or trimmed to intersect the East line of said Northeast quarter of the Northwest quarter on the East:

Containing 3,652 square feet or 0.084 acres more or less.



DEVELOPMENT AND MANAGEMENT PLAN
ROUND LAKE STATE PARK

DEVELOPMENT AND MANAGEMENT PLAN BETWEEN IDAHO DEPARTMENT OF LANDS AND IDAHO DEPARTMENT OF PARKS AND RECREATION FOR THE DEVELOPMENT AND MANAGEMENT OF ENDOWMENT LAND RECREATION FACILITIES AS A SUBUNIT OF ROUND LAKE STATE PARK

THIS DEVELOPMENT AND MANAGEMENT PLAN ("**D&M Plan**") is dated and effective as of the last signature of the Parties ("**Effective Date**"), and is made by and between the IDAHO DEPARTMENT OF LANDS, an executive department of the State of Idaho and the instrumentality of the STATE BOARD OF LAND COMMISSIONERS, whose mailing address is 300 N 6th Street, Suite 103, Boise, Idaho 83702 (collectively "**IDL**") and the IDAHO DEPARTMENT OF PARKS AND RECREATION, an executive department of the State of Idaho and the administrative agency for the IDAHO PARK AND RECREATION BOARD, whose mailing address is PO Box 83720, Boise, Idaho 83720-0065 (collectively "**IDPR**"). IDL and IDPR may be referred to in the singular as "**a Party**" or collectively as "**the Parties**". The terms "**including**" and "**include**" mean including, but not limited to.

RECITALS

WHEREAS, Idaho Code § 67-2332 provides authority to Idaho public agencies to contract to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized, itself, to perform;

WHEREAS, on October 29, 2024, the Parties entered into the MEMORANDUM OF AGREEMENT BETWEEN IDAHO DEPARTMENT OF PARKS AND RECREATION AND IDL FOR ENDOWMENT LANDS RECREATION DEVELOPMENT AND MANAGEMENT ("**MOA**"), whereby they established mutually agreeable roles and procedures for the Parties to utilize during the development and management of monetized recreation opportunity projects on endowment lands throughout Idaho, including the execution of this D&M Plan;

WHEREAS, the MOA is incorporated herein, in its entirety, by this reference, and is intended to compliment this D&M Plan, with this D&M Plan being the controlling contract;

WHEREAS, the Parties intend for IDPR to enter into contracts for the benefit of IDL, to fulfill IDPR's duties to design and develop all structures, infrastructure, and access for the specified managed recreation opportunity on endowment lands ("**Project**"), which will then be owned by the State of Idaho, State Board of Land Commissioners and managed by IDPR as a subunit of Round Lake State Park pursuant to this D&M Plan;

WHEREAS, IDL and IDPR intend to set forth in this D&M Plan their respective rights and responsibilities with respect to the planning, design, development, and management of the managed recreation opportunity project describe herein; and

WHEREAS, grant funding for the Project has been appropriated through the Outdoor Recreation Fund Advisory Council a.k.a ORFAC, as established by Governor Little's Executive Order 2023-03, and awarded by the Idaho Park and Recreation Board.

NOW, THEREFORE, in consideration of the Recitals which are intended to be contractual in nature and part of this contract, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree, as follows:

A. OWNERSHIP AND APPROPRIATENESS FOR MANAGED RECREATION ON ENDOWMENT LAND.

The State of Idaho, State Board of Land Commissioners, is the trustee of the endowment land described in Exhibit A to this D&M Plan ("**Project Location**") and has a constitutional obligation to provide for the location, protection, sale or rental of all the lands heretofore, or which may hereafter be granted to or acquired by the state by or from the general government, under such regulations as may be prescribed by law, and in such manner as will secure the maximum long term financial return to the institution to which granted or to the state if not specifically granted. Exhibit A is incorporated herein by this reference. IDL has identified the Project Location as being a suitable location for the development of a managed recreational opportunity project as a way to generate revenue for the endowment beneficiary, and promote public recreational values. IDPR has also identified the Project Location as being compatible with Round Lake State Park's existing public recreation operations and activities.

B. DEVELOPMENT OF MANAGED RECREATION OPPORTUNITY PROJECT AT THE PROJECT LOCATION.

1. Authority of IDPR to Act for IDL.

a. IDL hereby authorizes IDPR to act as its representative and agent, and agrees to be bound by all acts, authorizations, representations, and decisions of IDPR to design and develop the Project, subject to the terms of this D&M Plan.

b. IDPR, in its delegated capacity pursuant to Idaho Code § 67-5711, will act in compliance with applicable Idaho Department of Administration public works construction statutes and rules. IDPR will fully and faithfully discharge its obligations and responsibilities and will devote sufficient time and attention to ensure the full, prompt, and professional discharge of its duties under this D&M Plan. As such, IDPR will typically utilize its contract templates as the authorized contracts under this D&M Plan.

c. IDPR accepts the authorization to act for and on behalf of IDL in all aspects pertaining to necessary predevelopment requirements, site plans, permitting, development, design, and construction services of the Project. In this capacity, IDPR will enter into all necessary contracts on behalf of IDL (each a "**Professional Services Contract**" collectively "**the Professional Services Contracts**").

d. IDL is intended to be the third-party beneficiary of each Professional Services Contract, and as such and in coordination with IDPR, will have the right to enforce the terms of any Professional Services Contract as the benefitted third party.

2. **Objectives for Development of the Project.** IDPR will administer the design and construction of the Project at the Project Location consistent with the Outdoor Recreation Fund Application submitted to ORFAC, attached hereto and incorporated herein by reference as Exhibit B, which will be substantially completed in every material aspect, including as follows:

a. Two "dry" overnight "treehouse" cabin facilities.

b. Each cabin will have electricity including electric heat. Utility lines may be installed underground.

i. For any portion of utility line that crosses Round Lake State Park, IDPR will recommend to the Idaho Park and Recreation Board to grant an electrical utility access easement to the State Board of Land Commissioners for the installation, use, maintenance, repair, improvement, and replacement of the electrical utility. The electrical utility access easement will be a separate contract from this D&M Plan. Prior to the installation of the electrical utility line, the Parties will assist their respective Boards in reaching mutual agreement on the terms of the electrical utility access easement. The electrical utility access easement should be entered into before or concurrent with final installation and survey of the as-built electrical utility line.

c. At least one vault toilet will be constructed for use related to the cabins.

d. Each cabin may be provided potable water by developing a well, from the installed water tanks, or by other means if determined fire suppression is required at each cabin. IDL reserves its rights to any and all water from any source developed from the Project Location. IDL will be identified as the owner on any well permit application to the Idaho Department of Water Resources.

e. Non-motorized public access to each cabin via the existing Stewardship Trail. Vehicle parking at the Round Lake State Park parking lot.

f. As needed, alteration including widening or smoothing of the Stewardship Trial from the parking lot to the cabins.

3. **IDL Development Responsibilities.**

a. IDL's designated project manager for the Project shall be the Area Manager for the Pend Orielle Lake Supervisory Area or their designee. ("**IDL Recreation Advisor**"). The initial IDL Recreation Advisor shall be:

Erik Sjoquist
Area Manager of the Pend Oreille Lake Supervisory Area
Phone: 208-263-5104
Email: esjoquist@idl.idaho.gov

b. The IDL Recreation Advisor, or their designee, will be IDL's authorized representative under this D&M Plan, and will do the following:

i. Represent IDL in all public forums regarding this managed recreation opportunity at the Project Location.

ii. Coordinate and consult with IDPR during all phases of this D&M Plan.

iii. Provide clear, written cost, development, and management objectives to IDPR for the Project.

iv. Attend all meetings related to the advertising, planning, design, and construction of the Project. Prior to IDPR submitting the Construction Plans under its delegated authority pursuant to Idaho Code § 67-5711, review and provide written approval or rejection, including any needed changes, within ten (10) days as outlined in paragraph B.4.c. of this D&M Plan.

v. Review all proposals, designs, construction meeting minutes, Project costs, and other development related documents for the Project; timely identify if and what clarification is needed; and work collaboratively with IDPR to decide necessary changes.

vi. Represent IDL's interest in the annual Management Plan review under Section D of this D&M Plan.

4. **IDPR Development Responsibilities.**

a. **Inclusion of IDL Recreation Advisor.** IDPR will include the IDL Recreation Advisor in all scheduled meetings for every aspect of the Project's development.

b. **Copy of Professional Services Contracts.** IDPR will provide the IDL Recreation Advisor a copy of each Professional Services Contract following the final signature.

c. **Final Design and Approvals.** IDPR will secure the completion of the final plans (the "**Construction Plans**") for all parts of the Project, which will include detailed plans and specifications suitable for construction. Final plans will be submitted to the IDL Recreation Advisor for approval prior to IDPR's submission to the Idaho Department of Occupational and Professional Licenses. After construction begins, any material change to the Construction Plans or scope of construction shall require the IDL Recreation Advisor's approval within ten (10) days or other reasonable timeframe provided by IDPR. If the IDL Recreation Advisor does not provide input in a timely manner, IDPR will proceed with the recommended changes.

d. **IDPR Administration of Development.** IDPR will provide qualified personnel to perform all services in the administration of the Professional Services Contracts and in the inspection and acceptance of work and services through the design and development of the Project.

5. **Project Development Costs and Completion Schedule.**

a. The total anticipated development cost under this D&M Plan is Eight Hundred and Fifty Thousand dollars ($850,000.00) and includes all costs relating to IDPR's solicitation, advertising, and administration of each Professional Services Contract.

b. ORFAC grant money in an amount sufficient to pay all anticipated development costs has been awarded for this Project and is held by IDPR in an appropriated project fund. The Parties agree that it is their intent that the Project be

completed using only the awarded ORFAC grant money and that all efforts will be made to ensure that Project costs do not exceed the amount of ORFAC grant money awarded for the Project. In the event that IDPR becomes aware that final development costs may exceed the grant money awarded, IDPR will notify the IDL Recreation Advisor as soon as possible. If the actual costs will exceed the ORFAC grant money, the Parties will meet and IDL will determine a reduction of the scope of work for the Project; alternatively, IDL can elect to pay for the cost increase to maintain the original scope of work.

c. IDPR will establish a design and construction schedule of the Project that establishes timelines of development and provide it to the IDL Recreation Advisor.

d. IDPR will prepare a written cost estimate for the Project and provide it to the IDL Recreation Advisor. IDPR will timely pay all costs from the project fund.

6. **Construction Progress Certifications.** Upon request, IDPR will furnish to the IDL Recreation Advisor certifications signed by the design professional or general contractor, as applicable. Such certifications will be in accordance with the certificates required by and pursuant to the Professional Services Contract, and subject to the rights and obligations of the design professional, general contractor, and IDPR thereunder. The certification will state that the amount applied for fairly represents the value of work then performed, and will further state that:

a. The work represented thereby has reached the stated percentage or degree of completion; and

b. To the best of IDPR's knowledge and information, all work performed substantially complies with the applicable Professional Services Contract, the Construction Plans, and this D&M Plan, or if any work does not substantially comply, the certification must include a report specifying in reasonable detail all areas and aspects in which the work does not conform.

7. **Conveyance of Construction Plans and Project to IDL.** IDPR hereby assigns, grants, and conveys to IDL all of the following:

a. The ownership and copyright interest of IDPR in and to the Construction Plans, including all drawings and design documents and materials of every kind or nature relating to the design and construction of the Project. However, IDPR will retain the right to use the Construction Plans, drawings, and other materials

to expand, alter, modify, repair, or improve the Project during the duration of this D&M Plan.

b. All construction materials needed for the work in progress, including building materials, equipment, supplies, utility meters, and other personal property of every kind or nature, whether or not stored at the Project Location, furnished under a Professional Services Contract, paid for from the project fund, or paid for directly with funds furnished by IDL.

c. The Project and all furnishings, appliances, and fixtures within the Project Location to the extent paid for from the project fund or IDL.

8. **Notice Upon Default by Contractors.** In the event of a material default by any professional or contractor under a Professional Services Contract and prior to IDPR taking action to (i) terminate such contract or suspend performance of the work, (ii) employ a separate contractor to perform portions of the work, or (iii) otherwise take action with respect to such, defaulting contractor, IDPR shall provide the IDL Recreation Advisor written notice of its intended actions prior to taking any such action.

9. **Access to Construction Site.** IDL through its agents or employees, will have reasonable access to the construction site, to all documents and information held by IDPR or any project representative or any third party employed by, representing, or acting in any way as the agent of IDPR, and to all documents, plans, and other information held by any design professional or contractor or its agents, subcontractors, or suppliers that are legally or in fact available to IDPR.

10. **Facility Specifications and Manuals.** Upon completion of construction of the Project, both IDPR and IDL shall maintain (i) one complete set of "as-built" Construction Plans (drawings and specifications) of the Project, (ii) one complete set of operating manuals, and (iii) a copy of all written warranties.

11. **Construction Insurance.** IDPR shall require proof of insurance, in amounts recommended by the State of Idaho Risk Management Program, and performance bonds from the general contractor including Builder's All Risk Insurance insuring the Project against loss or damage from insurable perils, including flood, wildfire, and earthquake in an amount equal to the total anticipated costs. At a minimum, such insurance shall be in the amount of the full replacement cost of the Project and shall include loss of use or loss of rents. All such insurance shall include IDPR and IDL as additional insureds and contain a loss payable clause providing for

payment of proceeds to IDL and the trustee of the bonds to the extent of their interest therein. Upon request, IDPR will provide IDL each certificate of insurance.

C. MANAGEMENT OF THE PROJECT LOCATION BY IDPR.

1. Development of the Project is expected to be completed by the end of 2026. Once completed, IDPR will manage the Project Location as a subunit of Round Lake State Park.

2. The managed recreation opportunities at the Project Location will be added to IDPR's online reservation system for visitor bookings and fee collection.

a. IDPR will charge and collect a base rate fee for each managed recreation opportunity at the Project Location. The base rate fee will be determined according to the fee schedule approved annually by the Idaho Park and Recreation Board. The base rate fee may be changed at IDPR's discretion through the dynamic pricing function of IDPR's online reservation system. All base rate fees collected will be retained by IDPR for ongoing operations, management, and maintenance of the state park, including the Project Location.

b. In addition to IDPR's base rate fee, an IDL Fee will be charged to users of the Project Location and collected by IDPR. The IDL Fee may be collected through IDPR's online reservation system, at the Round Lake State Park's visitor center, or by authorized representatives of Round Lake State Park as deemed appropriate by IDPR.

i. The IDL Fee will be a specific fixed amount set on a per night basis for each managed recreation opportunity at the Project Location. The initial IDL Fee will be set by IDL given consideration of market conditions, in their sole discretion, prior to August 2026, for implementation in 2027.

ii. The IDL Fee will not be adjusted when IDPR's base rate fee changes due to dynamic pricing.

iii. The IDL Fee will be evaluated and set by IDL given consideration of market conditions, in their sole discretion, prior to the annual Idaho Park and Recreation Board meeting, as provided in Section D of this D&M Plan. IDPR will incorporate any change to the IDL Fee across all information and fee collection platforms.

iv. At the start of each Fiscal Year, IDPR will remit all collected IDL Fees of the prior fiscal year to IDL via cash transfer routed through LUMA, or other state-wide fiscal procedure.

3. The Project Location will be incorporated into Round Lake State Park's regular operations, management, and maintenance schedule. Regularly used soft goods and supplies will be supplied by IDPR as budgeted items paid for through collection of IDPR's base fee rate.

4. IDPR will apply IDAPA 26.01.20, *Rules Governing the Administration of Park and Recreation Areas and Facilities* to all activities at the Project Location, including the issuance of citations, as authorized.

a. No dispersed camping will be allowed on the endowment lands within the area of the Project Location, as depicted in Exhibit A.

5. The managed recreation opportunities at the Project Location will be included in IDPR's advertisements, including virtual and printed platforms.

D. ANNUAL REVIEW BY THE PARTIES.

1. Each year prior to August 1st the Parties will meet and review the recent and current activities under this D&M Plan. The objective of this meeting is to determine each Party's resource requirements for the upcoming fiscal year.

2. The Parties will develop an agenda that includes review of the development and management activities that have occurred during the previous fiscal year, and that are expected to occur during the next fiscal year, which may include the following:

a. Status of development or maintenance issues;
b. Estimated reservation numbers for next fiscal year;
c. Review actual reservation numbers for prior fiscal year;
d. Review prior season IDL Fee and given consideration of market conditions, at IDL's sole discretion, set next season's IDL Fee;
e. Review operating costs as applicable;
f. Review planned maintenance schedule activities and related costs; and
g. Review any needed capital maintenance or improvements and estimated costs. IDL shall retain the responsibility for capital

maintenance and improvements, unless otherwise agreed on by the Parties. However, IDL is under no obligation to undertake any such capital maintenance and improvements. IDL shall, in its sole discretion, determine whether it will expend funds for capital maintenance or improvement projects and determine the associated timeline for such projects, unless otherwise agreed by the Parties.

3. The Parties will find consensus regarding all action items, save and except IDL fee, and indicate all mutually agreed upon items by initialing a written summary of the meeting, which will be included with this D&M Plan.

E. ADDITIONAL PROVISIONS.

1. **Duration of D&M Plan.** The duration of this D&M Plan is from its Effective Date through the completion of development of the Project, and for 25 years of management after addition to IDPR's reservation system.

2. **Access through Round Lake State Park.** This D&M Plan does not create or include any permanent easement or permanent right-of-way across IDPR's land, whether necessary or preferred, for the ingress and egress to the Project Location. Upon termination of this D&M Plan, for any reason, IDL will be solely responsible for negotiating all ingress and egress access, including trails, into Round Lake State Park.

3. **Termination for Cause.** Either Party may terminate this D&M Plan if the other Party commits a material violation of this D&M Plan and fails to cure such violation within sixty days of written notice, which must specify with reasonable detail the nature of the claimed violation. In the event the material violation is not cured, termination would be effective after ninety days.

4. **Termination without Cause.** Either Party may terminate this D&M Plan after the unanimous decision of its governing Board to terminate. Such termination shall be effective no sooner than 180 days after written notice to the non-terminating Party of the decision of the terminating Party's governing Board.

5. **Termination Due to Lack of Appropriations.** IDL and IDPR are each government entities, and this multi-year D&M Plan shall in no way or manner be construed to bind or obligate IDL or IDPR beyond the duration of any twelve-month appropriation of funds by the Idaho Legislature. IDL and IDPR reserve the right to terminate this multi-year D&M Plan in whole or in part, or any incomplete order placed under it, if, in the Parties' mutual agreement, the Idaho Legislature fails, neglects, or

refuses to appropriate sufficient funds as may be required to continue the Parties' performance under this D&M Plan. Termination for this reason would be effective ninety days after the Parties' mutual agreement.

6. **Days; Performance on a Saturday, Sunday, or Holiday.** Whenever the term "day" is used in this D&M Plan, it refers to a calendar day unless otherwise specified. A "business day" means any weekday except for those weekdays that have been declared a state holiday by the State of Idaho. Should this D&M Plan require an act to be performed or a notice to be given on a Saturday, Sunday, or Holiday, the act will be performed or notice given on the following business day.

7. **Apportionment of Liability.** IDL and IDPR shall be responsible only for the acts, omissions or negligence of such agency's own employees. The term "employee" is defined for the purposes of this section as set forth in Idaho Code § 6-902. The parties acknowledge that both IDL and IDPR participate in the State of Idaho Risk Management Program comprehensive liability plan utilizing the Retained Risk Account ("**Risk Program**"). Each of the Parties is obligated to notify the Division of Risk Management and the other Party upon receipt of notice or in the event it has knowledge of any claim or damage arising out of this Agreement.

a. Nothing in this D&M Plan will extend the tort responsibility or liability of either IDL or IDPR beyond that required by the Idaho Tort Claims Act, Idaho Code § 6-901 et seq. Any covered third-party tort liability claim, suit or loss arising from this D&M Plan will be allocated to one or both Parties by the Division of Risk Management for purposes of the respective loss experiences and subsequent allocation of self-insurance assessments.

b. Each Party will be responsible for damage to property of the other Party caused by its employees in the performance of this D&M Plan. If property damage arises in the performance of this D&M Plan and is covered by the Risk Program, the Division of Risk Management will charge the damage or loss to the responsible Party's loss history, and the responsible Party will pay the deductible, if any.

c. If a claim or damage is not covered by the Risk Program, the responsible Party will pay the costs arising from such claim or damage. If a claim or damage arises from both Parties' performance of this D&M Plan and the claim or damage is not covered by the Risk Program, each Party will pay its allocated costs arising from the claim or damage.

8. **Non-Assignment.** Neither Party may assign this D&M Plan. In the event IDPR delegates any of its obligations under this D&M Plan to an independent third party engaged for services by IDPR in connection with the Project, no such delegation will reduce or in any way limit IDPR's obligations hereunder.

9. **Notice to Parties.** Notices required or contemplated under this D&M Plan must be in writing. Notices will be deemed given and delivered when hand-delivered; deposited in the United States Mail, and mailed by regular or certified mail, postage prepaid, and correctly addressed to the other Party. Notices must be mailed to the following respective addresses, or such other addresses as a Party may, by notice to the other Party, designate. Any such notice may, in the alternative, be sent by electronic transmission to a below-designated email address, or to such other email address as may, by notice, be designated. If any type of "undeliverable" message is received by the Party transmitting an email, delivery shall be presumed to not have occurred. If a Party shows that the person assigned to an email address was no longer employed by the Party at the time of transmittal, delivery shall be presumed to not have occurred. Either Party may change the place for giving notice by written notice to the other Party. Notices shall be sent, as follows:

Idaho Department of Lands
Attn: Division Administrator for Operations
300 N 6th Street, Suite 103
Boise, Idaho 83702
Phone: (208) 334-0200

Idaho Department of Parks and Recreation
Attn: Development Bureau Chief
5676 Warm Springs Ave
Boise, Idaho 83716
Phone: (208) 514-2456

10. **Authorized Representative.** The Parties each represent and warrant that they possess full and complete authority to covenant and agree as provided in this D&M Plan. The signatories for IDL and IDPR respectively represent and warrant that such signatory possesses the authority from their governing Board to covenant and agree as provided in this D&M Plan. In the event any other person or entity asserts any interest in or the right to pursue claims under this D&M Plan, the related Party shall promptly and fully defend the other Party against any and all such claims.

11. **Attorney Fees.** In the event either Party to this D&M Plan is required to initiate or defend litigation with respect to the terms hereof or to enforce any of its rights hereunder, the prevailing party in such litigation shall be entitled to reasonable attorney's fees incurred in such litigation, including all discovery costs and costs of expert witnesses, together with all reasonable litigation expenses.

12. **Time of Essence.** Time is expressly declared to be of the essence of each provision, covenant, condition, duty, and obligation of this D&M Plan.

13. **Force Majeure.** If IDPR is delayed, hindered, or prevented from performing any act required under this D&M Plan by reason of any of the following: act of God; failure of electricity or any utility through no fault of IDPR; fire, flooding, earthquake, explosions, unusually severe weather, or other natural disasters; restrictive government laws or regulations, including moratorium on the issuance of government approvals; prohibitive governmental authority, proclamations, orders, laws, rules, or actions; freight embargoes or blockades; strikes, lockout, labor stoppages or slowdowns, or other industrial disturbances; inability to procure materials; war, riot, insurrection, escalation of hostilities; or any other reason beyond the IDPR's control making performance impossible, then performance of that act will be excused for the reasonable period of the delay upon notice to IDL. IDPR must notify IDL within five business days of any force majeure event. In that event, the period for the performance of the act shall be extended for a reasonable period equivalent to the period of the delay. IDPR shall work diligently to eliminate the delay and immediately notify IDL when the reason for the force majeure event has ceased.

14. **Entire D&M Plan.** This D&M Plan (including all Exhibits) contains the entire agreement between the Parties concerning the subject matter hereof and supersedes any and all prior agreements or plans. The execution of this D&M Plan has not been induced by either Party, or any agent of either Party, by representations, warranties, promises, or undertakings not expressed herein and, further, there are no collateral agreements, stipulations, covenants, promises, inducements, or undertakings whatsoever between the Parties concerning this D&M Plan except those which are expressly contained herein.

15. **Written Modifications.** Except as provided in Section D, this D&M Plan may only be amended, modified, or supplemented by an agreement in writing signed by an authorized representative of each Party.

16. Nothing in this D&M Plan shall be construed as limiting or transferring any of the authority of IDL or the State Board of Land Commissioners to manage endowment land, including the Project Location, nor shall it be construed as requiring IDPR to undertake any activities more than its statutory authorities and agency resources.

17. **Severability.** In the event any provision of this D&M Plan shall be held invalid or unenforceable under applicable Idaho law, the validity, legality, or

enforceability of the remaining provisions, and the application thereof, shall not in any way be affected or impaired. In such event, the remaining provisions of this D&M Plan shall be interpreted as closely as possible to provisions held invalid or unenforceable.

18. **Counterparts.** This D&M Plan may be executed in any number of counterparts, each of which will be deemed to be an original, but all of which together will constitute but one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Development and Management Plan as of the date of the last signature, below:

IDAHO DEPARTMENT OF LANDS

Dustin T. Miller

Date: 4-17-25

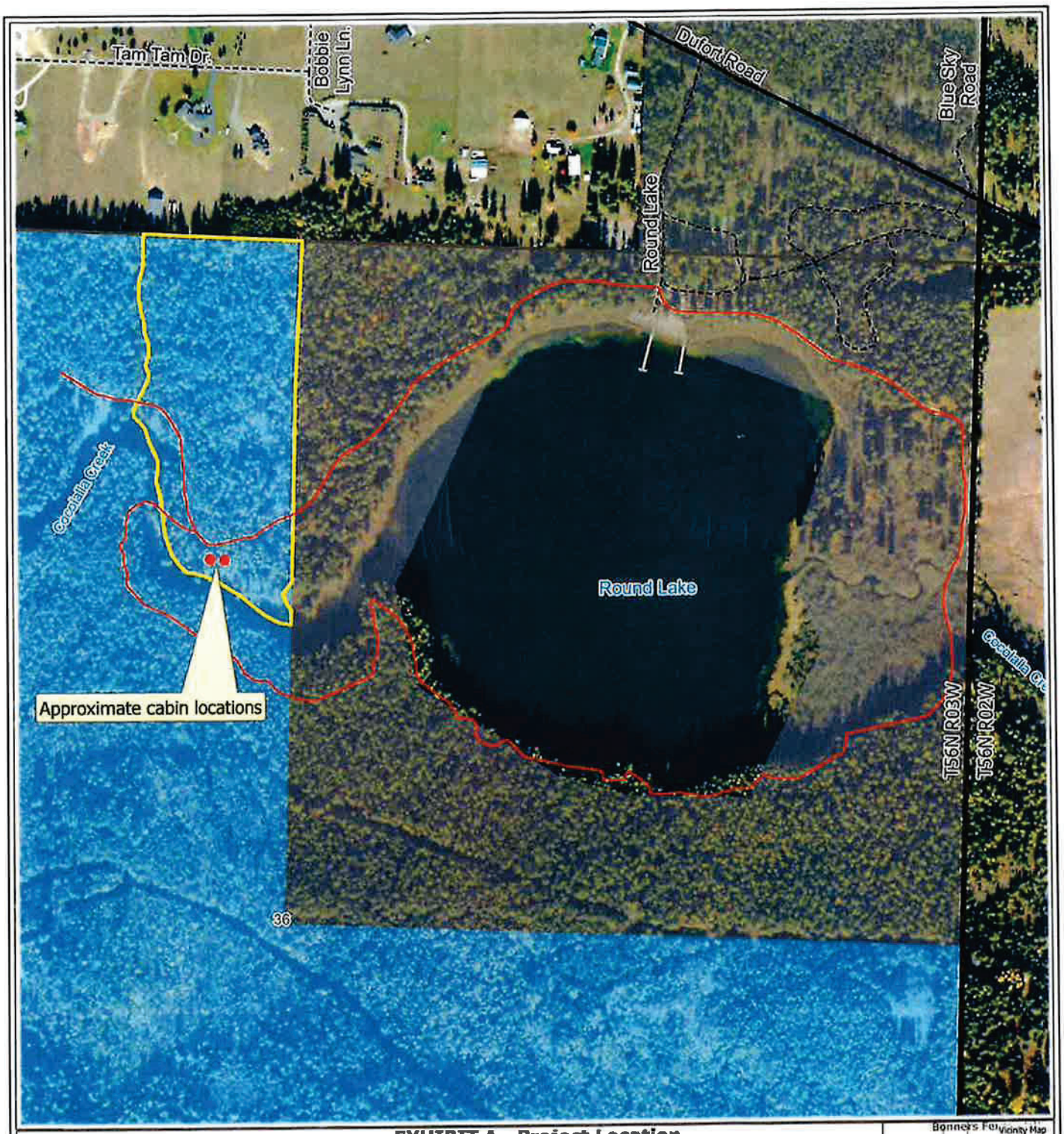
DUSTIN T. MILLER
Director

IDAHO DEPARTMENT OF PARKS AND RECREATION

Susan E. Buxton

Date: 4/15/25

SUSAN E. BUXTON
Director



Interpretative Trail
Project Location
State
State Parks and Rec
County Road
Spur Road
Cabin Locations

EXHIBIT A - Project Location

Sec 36 - T56N - R03W

Bonner County, Pend Oreille Lake Area

4/2/2025

N
W E
S

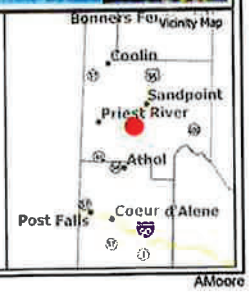
0 0.05 0.1 Miles

Map Notes

Projection: Idaho Transverse Mercator, NAD 83

Map Notes and Data Sources

Disclaimer:
This map has been compiled using the best information available to the Idaho Department of Lands at the time and may be updated and/or revised without notice. In situations where known accuracy and completeness is required, the user has the responsibility to verify the accuracy of the map and the underlying data sources.
Any depicted Sage-Grouse information has been acquired from Fish and Game.



Document Path: Y:\Projects\LandsAndWaterways\General LB\IDL_IDPRMap.aprx

AMoore

EXHIBIT B

Outdoor Recreation Fund

APPLICATION

Contact Information

Applicant	**Idaho Department of Parks and Recreation**	Contact	Adam Zaragoza Management Services Admin
Address:	5657 E Warm Springs Avenue *Street address*	Phone:	208-590-8763
	Boise Idaho 83714 *City* *State* *Zip Code*	Email:	adam.zaragoza@idpr.idaho.gov

Supports: Camping ☐ Fishing ☐ Hunting ☐ Trails ☐ Other ☐ Project Cost $ 850,000.00

Project Location Round Lake State Park, Sagle, Idaho

Briefly describe the overall project concept:

Common Name of Project: **Round Lake Tree houses, ARPA Project No. 310333**

Description: IDPR is currently in the process of building 2 full service tree houses at Round Lake State Park. This project would add an additional 2, limited service tree houses at locations along Cocolalla Creek on IDL endowment land. Access to the tree houses would be thru Round Lake State Park. Approximate locations have been identified by IDPR as having the best access and views of the creek.

Priority Merit and Scope Questions

1. Describe how this project:
   a. Improves under-utilized outdoor recreation resources. (15 points)
      Round Lake State Park is currently in the process of building 2 tree houses to be used for public overnight experiences. This proposal will add an additional 2 tree houses to the park, specifically on IDL Endowment Land that is currently under a temporary right of way permit to manage trails and the land thru 2028 (permit attached).
   b. Enhances recreation access. (15 points)
      The scope of the request is to add 2 tree houses on IDL endowment land. Access to the proposed tree house locations is thru Round Lake State Park.
   c. Increases revenue and potential revenue estimates. (15 points)
      Due to location of utilities, the 2 additional tree houses will be power only with a vault toilet. Those are expected to be at a nightly rate up to $150 a night with year round access. Potential revenue estimate is $50,000 annually assuming a 50% occupancy rate.
   d. Improves long-term outdoor recreation sustainability. (15 points)
      This project would add additional public use facilities at a popular north Idaho park. IDPR is responsible for maintaining the trails around the lake. Management of the treehouses could fall the existing permit if approved by IDL. The reservations for the treehouses will utilize IDPR's system.

2. Describe the current outdoor recreation access deficiencies and how they may be corrected with the development of this project. Explain why this project is needed. (8 points)
   There is a statewide need for additional public facilities and unique overnight experiences. Round Lake is popular with out of state visitors and the additional 2 tree houses can provide those unique opportunities.

3. Project Urgency. Describe the urgency of this project due to potential resource damage or other impacts that may cause an opportunity to be lost if no action is taken. If this project is not funded, what effects will it have? (8 points)
   IDPR has a current construction contract to build the 2, full service treehouses within the Park. The contract has completion of the original 2 tree houses by May 2025. The additional 2 could be contracted in and IDPR would ensure those would be completed by May 2026 and open for use in summer/fall 2026.

4. Justify the need and demand for the project. Describe the current use in the area and the potential use expected with this project. (8 points)
   Affordable, rentable public facilities in north Idaho can be difficult to find. Round Lake is popular for out of state visitors. These treehouses are intended to be available year round for visitors.

5. Describe the provisions for ongoing maintenance and operation of the project (who will be responsible for the maintenance and operation and what is the estimated annual budget to do so)? (8 points)
   IDPR has already added a ranger to Round Lake State Park in FY2025. Ongoing maintenance and operations of the additional tree houses will be the responsibility of the Park. The estimated $50,000 in revenue is expected to offset any operating expenses.

6. Describe planning, construction methods and schedule. The scope of work description should line up with budget items in project spreadsheet. (8 points)
The tree house designs are permitted and approved. If this is approved, IDPR intends to immediately contract for the power services, enhance the trail, order the vault toilet (long lead item) and work with IDL on advancing their timber sale on the ground. The contracts would be signed to complete the treehouses by May 2026, complying with the federal funding requirements.

Project Elements

1. Please provide a location map (where does this project reside within Idaho), site map, and a general description of the area.
See attachment for map of Round Lake State Park, the stewardship agreement with IDL, and proposed locations and photos where the additional tree houses could be installed.

2. Is there (or will there be) a use fee at this location? If yes, justify the need to charge and specify the amount. How will the fee be collected?
Yes, IDPR charges a Motor Vehicle Entry Fee (MVEF) as well as these being public rentable accommodations, IDPR will charge an appropriate rate for the rentals.

3. If applicable, describe how you announced this project to the public in a way to collect public comment. Attach proof that the public had a reasonable public comment period.

4. Does this project require any necessary environmental permits or National Environmental Policy Act (NEPA) documentation? If yes, describe:
None.

5. Ownership. Describe the land ownership of the property where the project is located.
The Idaho Department of Lands owns the property. IDPR and IDL have a permit for management of the recreational trails. A copy of the signed permit is attached.

6. If available, provide a concept design plan.
See attachments for the full service tree houses within the Park.

Funding Note:

1. *The money is appropriated with IDPR under its Capital Development program budget for FY 2024.*
2. *The winning state agency(s) must demonstrate how they will have sufficient appropriation to spend the funds. There is no mechanism available to IDPR to "transfer" our appropriation. It will be up to the winning agency(s) to address their budget.*
3. *If reimbursement, prior written approval to transfer funds from capital outlay to the T&B classification is required.*
4. ***If funds are advanced by the Director of IDPR, applicant must submit an invoice or a quote not to exceed the amount of the award, and, for the services to be provided as outlined in the grant.***

BUDGET

Project Name: Round Lake Treehouses, ARPA Project No. 310333

		Source of Funding		
Project Components	**Total Cost**	**MATCH**	**GRANT**	**Amount Approved**
Treehouse 3	$350,000.00		$350,000.00	
Treehouse 4	$350,000.00		$350,000.00	
Trail Enhancements and Power	$50,000.00		$50,000.00	
Vault Toilet	$100,000.00		$100,000.00	
TOTALS	$850,000.00		$850,000.000	
% of TOTAL	**100%**	**%**	**100%**	**%**

Disclaimer and signature

I certify that my answers are true and complete to the best of my knowledge.

It is hereby mutually agreed and understood that the use of these funds will be for the purposes stated in this document only and are subject to the terms of the Grant Agreement for this project, as signed by the authorized individuals.

Signature: _____ Date: 09/25/2024

ATTACHMENTS

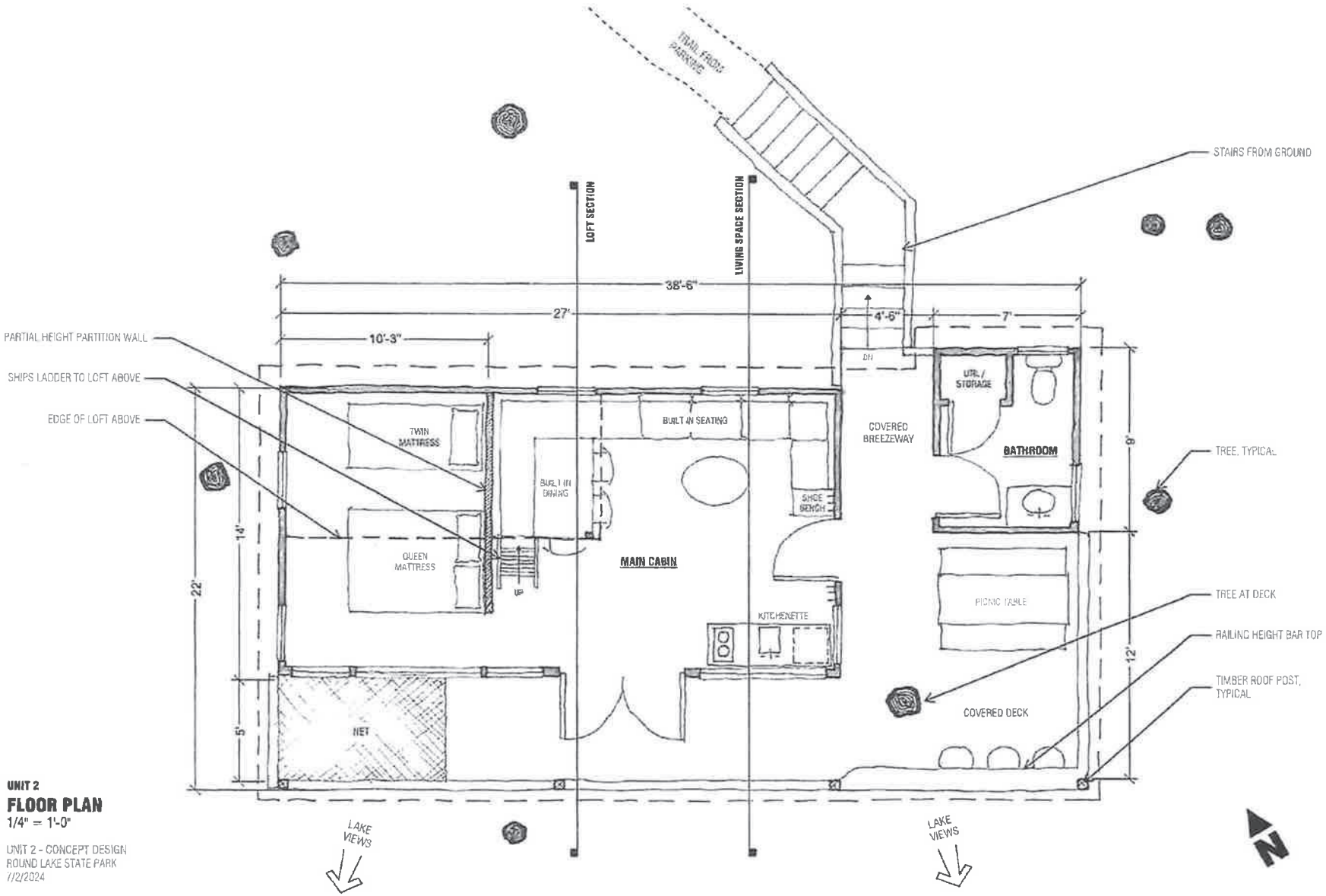


UNIT 2

EXTERIOR PERSPECTIVE

NOT TO SCALE

UNIT 2 - CONCEPT DESIGN
ROUND LAKE STATE PARK
7/2/2024

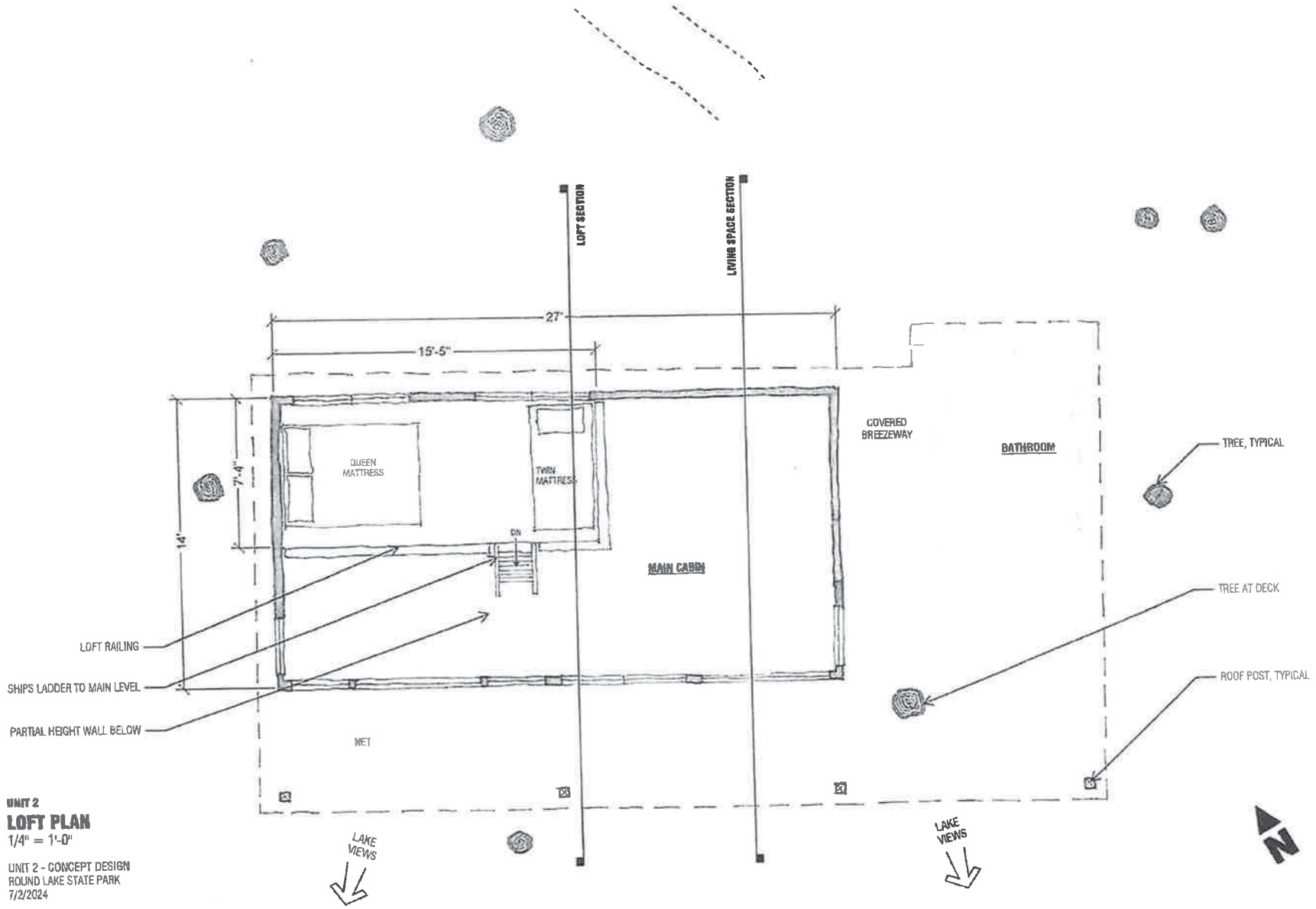


UNIT 2

FLOOR PLAN

1/4" = 1'-0"

UNIT 2 - CONCEPT DESIGN
ROUND LAKE STATE PARK
//2/2024



UNIT 2

LOFT PLAN

1/4" = 1'-0"

UNIT 2 - CONCEPT DESIGN
ROUND LAKE STATE PARK
7/2/2024

IDAHO DEPARTMENT OF LANDS

300 N. 6th St., Suite 103
PO Box 83720
Boise, Idaho 83720-0050
Phone (208) 334-0200 Fax (208) 334-3698

Temporary Right-of-Way Permit RU200050

IDL internal use only. Timber harvest volume included? ☐ *yes* ☒ *no*

This Temporary Road Use Permit ("Permit") hereby grants permission this 8th day of August, 2025 by and between the **Idaho Department of Lands**, ("Permittor"), and **Idaho Department of Parks and Recreation** whose address is 1880 Dufort Road Sagle, ID 83860 and phone number is (208) 263-3489, ("Permittee"); to use and maintain an existing road and existing trails as recreation routes on or across the following described Endowment Lands shown in detail on the Map(s) attached hereto and incorporated herein, labeled as Exhibit A:

Township ("Twn") Range ("Rng") Section ("Sec") Legal Description of Idaho Department of Lands ("IDL") Endowment Lands:

Twn	Rng	Sec	Description	County	Acres	Endowment Beneficiary (%)	Road number (if applicable)
56N	3W	36	Pt NW	Bonner	2.3	PS (100%)	NA

This Permit creates a temporary Right-of-Way ("ROW") 1.9 miles in length, 10 feet in width (5 feet each side of centerline), containing approximately 2.3 acres, and is shown on the Map attached hereto and incorporated herein (the "Permit Area") labeled as Exhibit A.

A. FEES:

1. Total Permit Fee: This Permit is granted in consideration of $1,500.

B. GENERAL TERMS AND CONDITIONS:

1. This temporary, conditioned access is granted to Permittee, and Permittee's agents, contractors, licensees, authorized users, and/or operators and employees. No extension of permit rights by Permittee is authorized without written consent of Permittor.

2. This Permit is non-exclusive permission and use of the road and trail will be in common with other users, as Permittor may allow. This Permit is subject to all valid rights existing on the date of this Permit. Permitted uses shall not interfere with nor restrict any management activities of Permittor, which shall take precedence over all other uses.

3. Use of lands under authority of this Permit shall be subject to control by Permittor, and the lands and roads shall at all times be open to use by Permittor, unless other arrangements have been made.

4. This Permit may be amended to include additional permittees only with the express written approval of Permittor. All terms and conditions contained within this Permit shall apply to any additional users.

5. Permittee shall comply with all federal, state, and local laws, rules and regulations, including rules of the State Board of Land Commissioners, and all laws pertaining to State Fire, Forest, Watershed, and Stream Channel Protection Acts, etc. Permittee is responsible for obtaining any other necessary governmental permits for the Permit Area.

6. Permittee shall take appropriate measures to control noxious weeds within the Permit Area in accordance with Title 22, Chapter 24, Idaho Code. Permittee shall cooperate with any state or other agency authorized to undertake programs for control or eradication of noxious weeds within the Permit Area.

7. Permittee shall take appropriate measures to mitigate fire dangers and avoid causing fires.

8. Permittee shall follow the Idaho Forest Practices Act requirements and implement best management practices to effectively control storm water and erosion within the Permit Area.

9. Permittee shall protect the timber, forage, and watershed resources within the Permit Area.

10. The Permittee shall maintain and leave the Permit Area in a clean and tidy condition. The Permittee shall patrol the Permit Area and remove all trash, litter, or debris that may accumulate as a result of the permitted use.

11. Permittee shall fully repair, at its own expense, any damage to lands, roads, and trails caused by Permittee in exercise of the privileges granted by this Permit.

12. All persons executing this Permit on behalf of Permittee have been duly and validly authorized by Permittee to execute this Permit, and no further action by Permittee is required to approve this Permit or to undertake the obligations contemplated hereby.

13. This Permit does not create a public ROW.

C. EMERGENCY REPAIRS:

1. Permittee is authorized to enter upon Endowment Lands and other lands managed by Permittor bordering the Permit Area for the purpose of performing emergency repairs within the Permit Area for damage due to floods, high winds, and other acts of God, provided that Permittee provides written notice to Permittor within forty-eight (48) hours of the time work commences. Thereupon, Permittor will assess any damage to the lands caused by Permittee, and Permittee shall pay any such assessment for damage within thirty (30) days of the assessment. Permittee shall reimburse Permittor for any emergency repairs that Permittor makes within the Permit Area within thirty (30) days of notice of any such emergency repairs and the costs incurred by or on behalf of Permittor.

D. SPECIAL TERMS AND CONDITIONS:

1. No merchantable or non-merchantable timber on Endowment Land may be cut without prior written authorization, inside or outside of the Permit Area.

2. Permittee may maintain the Permit Area by means of chemicals only after the Area Supervisor has given specific guidelines and written approval. Application for such approval must be in writing and must specify the time, method, chemicals and the exact portion of the Permit Area to be chemically treated, and be completed by an Idaho licensed applicator.

3. Motorized use by the public or State Park Visitors is prohibited except for individuals who have been granted written permission by the Permittee to operate an Other Power-Driven Mobility Device (OPDMD) due to a mobility disability. Class 3 E-bikes are prohibited.

4. The Permittee shall make at least one complete patrol per month of the Permit Area to assess the condition of improvements, soil erosion, stream crossings and the extent of unauthorized use or damage to endowment lands adjacent to the Permit Area, if any.

5. Additions, alterations, or improvements to the Permit Area by the Permittee shall only be made upon prior written approval by the Permittor.

E. TERMINATION:

1. This Permit shall expire on 12/31/2028, unless previously terminated as provided herein.

2. This Permit may be cancelled after written notice to Permittee of non-compliance with the terms herein and failure of Permittee to correct noted non-compliance within the time identified in the notice of non-compliance.

3. This Permit may be terminated or suspended upon breach of any of the conditions herein. If at any time either party determines that the entire Permit is no longer needed for the purpose granted, that party shall notify the other party of its intention to terminate this Permit. If mutually agreed by Permittee and Permittor, the terminating party shall furnish to the other party a statement confirming termination.

Erik G Sjoquist — 8/8/23
Permittor — Date
Erik Sjoquist, Area Manager
Pend Oreille Lake Supervisory Area
Idaho Department of Lands

Susan E Buxton — Aug 3, 2023
Permittee — Date
Susan Buxton, Director
Idaho Department of Parks and Recreation

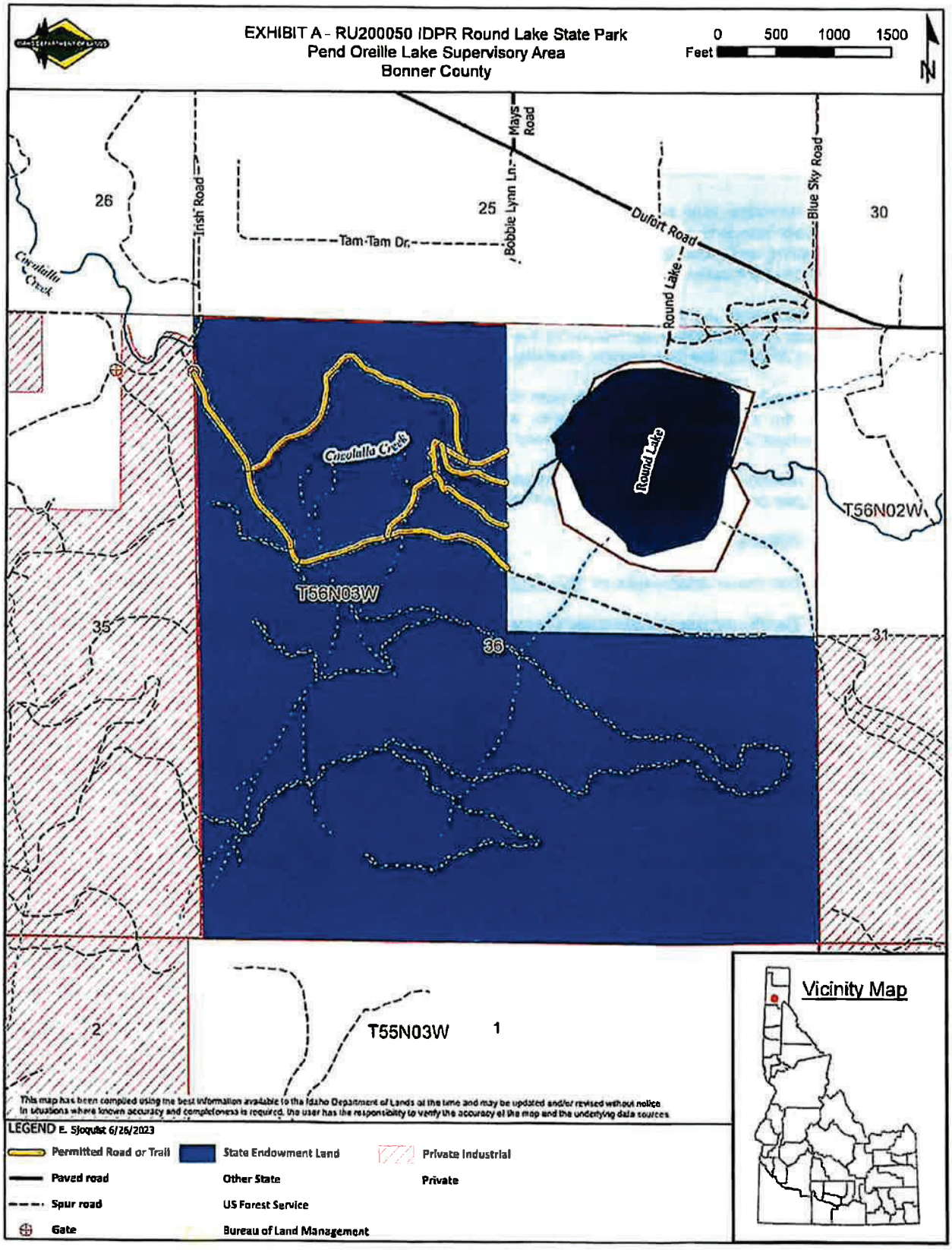


EXHIBIT A - RU200050 IDPR Round Lake State Park
Pend Oreille Lake Supervisory Area
Bonner County
0 500 1000 1500
Feet
N
Mays Road
Irish Road
Bobbie Lynn Ln.
Tam-Tam Dr.
Dufort Road
Blue Sky Road
Round Lake
Cavalallo Creek
26
25
30
T56N03W
T56N02W
35
36
31
2
T55N03W
1
Vicinity Map
This map has been compiled using the best information available to the Idaho Department of Lands at the time and may be updated and/or revised without notice. In situations where known accuracy and completeness is required, the user has the responsibility to verify the accuracy of the map and the underlying data sources.
LEGEND E. Sjoquist 6/26/2023
Permitted Road or Trail
Paved road
Spur road
Gate
State Endowment Land
Other State
US Forest Service
Bureau of Land Management
Private Industrial
Private



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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
November 3, 2026
IDFG Panhandle Regional Office
2885 W Kathleen Ave
Coeur D Alene, ID 83815

AGENDA ITEM: SCORP

ACTION REQUIRED: None

PRESENTER: Will Armbruster, Public Information Officer

PRESENTATION

BACKGROUND INFORMATION:

The Statewide Comprehensive Outdoor Recreation Plan (SCORP) is a statewide planning document developed by the Idaho Department of Parks and Recreation (IDPR) to assess outdoor recreation needs, priorities and opportunities throughout Idaho. The plan helps guide future recreation investments, infrastructure improvements, public access and long-term resource stewardship.

As part of the SCORP development process, IDPR is collaborating with the University of Idaho on a statewide public survey to gather input on recreation preferences, participation, accessibility and unmet needs. The survey will help capture perspectives from Idaho residents across regions and recreation types, providing data to inform statewide planning and decision-making.

SCORP will serve as a strategic resource for IDPR and its partners, helping identify recreation priorities, inform funding decisions and support continued access to diverse outdoor recreation opportunities across Idaho. The plan also supports the state's eligibility for federal Land and Water Conservation Fund assistance.

STAFF RECOMMENDATIONS:

Staff ask for board opinions on SCORP. SCORP is required by the federal government and the communications team has been working on the SCORP survey which will go live early in 2027.

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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
November 3, 2026
IDFG Panhandle Regional Office
2885 W Kathleen Ave
Coeur D Alene, ID 83815

AGENDA ITEM: New IDPR Website Demo

ACTION REQUIRED: None

PRESENTER: Will Armbruster, Public Information Officer

PRESENTATION

BACKGROUND INFORMATION:
Idaho State Parks and Recreation is launching its new public facing website on November 2nd, 2026. This process began in April of 2025. Idaho State ITS has been in the process of working with state agencies to update websites in order to improve accessibility of state run websites.

Accessibility improvements were the catalyst for this redesign, but Sawyer and Will took it upon themselves with the design team to totally overhaul the look and feel of the new and improved webpage. As a result, the color scheme, page organization, search function, and overall feel of the site have been updated. This update has been needed for quite some time, and we are very pleased with the results of the redesign.

Overall, the communications team believes that this new website will improve the visitor experience and ease of locating information people are looking for when they navigate to the IDPR webpage. Staff have been notified of this pending change and have received a demo of the new webpage.

The goal of this redesign was to have visitors to our website make no more than two clicks to find what you are looking for. The “I Need To” and “Things to Do” menus were added which will improve the visitor experience to the site. The overall goal of this redesign was to make things searchable and usable for the visitors to our website

STAFF RECOMMENDATIONS:

Staff ask for board opinions on the new website which has gone live as of 11/2/2026. Staff also wanted to preview the new site with the board, so they are aware of the new website design as well as accessibility changes that happen to the site because of this update.

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

AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
November 3, 2026
2885 West Kathleen Ave,
Coeur d'Alene, ID 83815

AGENDA ITEM: **FY2028 Land & Water Conservation Fund (LWCF)**

ACTION REQUIRED: **Board Action Required**

PRESENTER: **Kathy Muir, Grant Manager**

PRESENTATION

BACKGROUND INFORMATION:

For FY2028 IDPR has budgeted $3 million to fund both state and local Land and Water Conservation Fund (LWCF) projects. Set aside is $2 million for local projects and $1 million for state projects.

According to IDAPA, to assure that the needs of rural areas are met, twenty percent (20%) of the amount dedicated for local governmental agencies is dedicated for use by governmental agencies of five thousand (5,000) population or less. If the cumulative request of the governmental agencies of five thousand (5,000) population or less is more than twenty percent (20%) of the amount dedicated for local governmental agencies, governmental agencies of five thousand (5,000) population or less may compete for the total remaining allocation.

If the total cost for a single project of a governmental agency with a population of five thousand (5,000) or less requires over one-half (1/2) of the twenty percent (20%) dedicated for use by governmental agencies of five thousand (5,000) population or less, that project shall compete with the large governmental agency projects.

At their recent meeting in Boise, the LWCF Advisory Committee reviewed six (5) grant applications according to the "Open Project Selection Process" identified in the State Comprehensive Outdoor Recreation Plan (SCORP). The requests totaled $3,813,966.00.

No projects qualify for the small community set-aside funds. The priority ranking sheet is included in this packet.

The committee scoring sheet also includes a yes/no vote on whether projects should move forward regardless of score. Two projects received "no" votes from the committee.

STAFF RECOMMENDATIONS:

Staff recommends that the Board approve the priority-ranking list, which will allow projects to be submitted to the National Park Service (NPS) for consideration to fund.

LWCF Applications FY2028						
Applicant Organization	**Project Name**	**Total Project Cost**	**Match**	**Grant**	**Ongoing$**	**Score**
Local Government Project Applications						
City of McCall	Brown Park Access Improvements	$536,724.00	$268,362.00	$268,362.00	$268,362.00	76.43
City of Idaho Falls	Meppen Park	$780,202.16	$390,101.08	$390,101.08	$658,463.08	72.43
Rathdrum Parks and Recreation	Trossick Park	$2,000,000.00	$1,000,000.00	$1,000,000.00	$1,658,463.08	71.14
City of Mountain Home	City of Mountain Home Tennis Court Rebuild	$431,006.00	$215,503.00	$215,503.00	$1,873,966.08	69.57
City of Salmon	City of Salmon City Park Pool Replacement Project	$1,880,000.00	$940,000.00	$940,000.00	$2,813,966.08	59.33
State Government Applications						
Idaho Department of Fish and Game	Winchester Lake Dam Rehabilitation	$2,000,000.00	$1,000,000.00	$1,000,000.00		66.71

Ineligible

Lincoln County Swimming Pool	Lincoln County Swimming Pool Facility Reconstruction	$400,000.00	$200,000.00	$200,000.00	Insufficient Public Involvement	
City of Iona	Park on 49th N.	$420,000.00	$210,000.00	$210,000.00	Insufficient Public Involvement	

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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
November 3, 2026
IDFG Panhandle Regional Office
2885 W Kathleen Ave
Coeur D Alene, ID 83815

AGENDA ITEM: Electrical Easement and Service Agreement with Fall River Electric Henrys Lake State Park

ACTION REQUIRED: Authorize Director to sign Easement Agreement

PRESENTER: Adam Zaragoza, Management Services Administrator
Pamela Huck, Real Estate & Contracts Manager

BACKGROUND INFORMATION:

Fall River Electric has requested an easement across Henrys Lake State Park to install electrical facilities that will provide service to the new Damsel Loop Campground currently being constructed. The new campground will consist of 40 campsites and 2 camp host sites. All work for the electrical utility is planned to be completed by late October 2026. Staff will provide an update at the Board meeting if the work is not yet complete.

The electrical line is located and installed per the survey and legal description(attached). This easement will not affect public access to the property and there is minimal fiscal impact for allowing this perpetual easement.

STAFF RECOMMENDATIONS:

Staff recommends the Board authorize the Director to sign the easement agreement with Fall River Electric, for permanent electrical infrastructure to the new campground at Henry's Lake State Park.

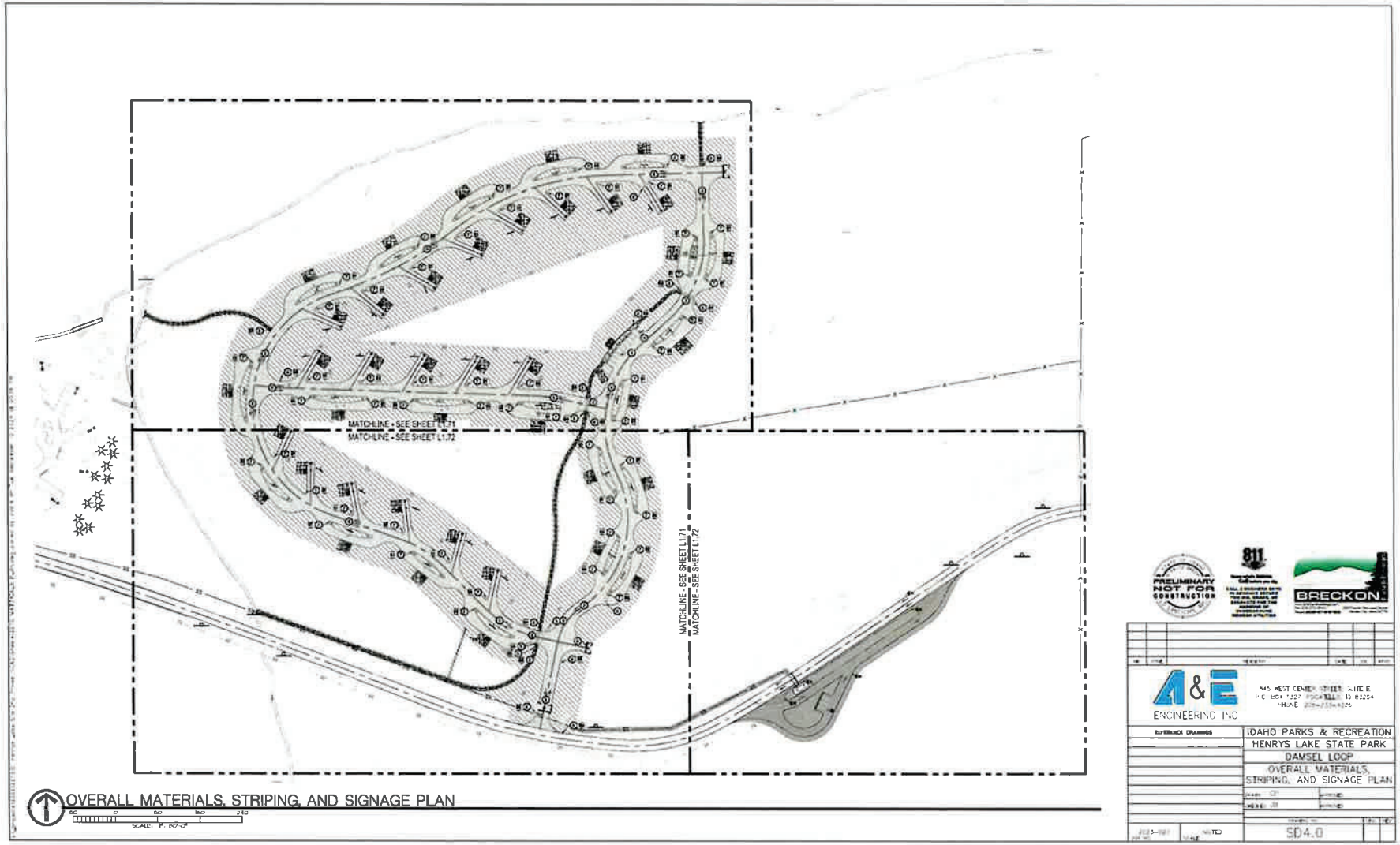
Attachments: *Aerials*
Fall River Easement Agreement
Survey
Legal Description

AERIALS

Damsel Loop Campground @ Henry's Lake



Damsel Loop Campground @ Henry's Lake



OVERALL MATERIALS, STRIPING, AND SIGNAGE PLAN

EASEMENT AGREEMENT

Fall River Rural Electric Cooperative
1150 N 3400 E
Ashton, ID 83420
Account# 410-80-11
WO# _____
Location # 13089/Henry's Lake

ELECTRIC LINE RIGHT OF WAY EASEMENT

KNOWN ALL MEN BY THESE PRESENT, that we the undersigned, (whether one or more) **STATE OF IDAHO DEPARTMENT OF PARKS AND RECREATION**, whose address is 5657 Warm Springs Avenue, Boise, ID 83713, for a good and valuable consideration, the receipt where of is acknowledged, do hereby grant unto **FALL RIVER RURAL ELECTRIC COOPERATIVE, INC**., a cooperative (hereinafter called the "Cooperative") whose address is 1150 N. 3400 E., Ashton, Idaho, and to its successors or assigns, the right to enter upon the lands of the undersigned, situated in FREMONT COUNTY, STATE OF IDAHO:

SE¼ of Section 15 & NE¼ of Section 22, Township 15N, Range 43E, of the Boise Meridian, Fremont County, Idaho, more particularly described as follows:

See Exhibits "A & B"

To construct, reconstruct, operate and maintain on the *above* described lands and/or in or upon all streets, roads or highways abutting said land, an electric transmission or distribution line or system, or system to serve new members, to cut and trim trees and shrubbery that may interfere and to license, permit, or otherwise agree to joint use or occupancy of line or system by any other person, association or corporation, for electrification or telephone purposes.

The undersigned agree that all poles, wires and other facilities, including any main entrance equipment, installed on the above-described lands at the Cooperative's expense shall remain the property of the Cooperative, removable at the option of the Cooperative, upon termination of service to or on said lands.

The undersigned covenant that they are the owners of the above-described lands and that the said lands are free and clear of encumbrances and liens of whatsoever character except those held by the following:

IN WITNESS WHEREOF, the undersigned have set their hands and seals on this _____day of _____,2026.

IDAHO DEPARTMENT OF PARKS AND RECREATION

_____
SUSAN E. BUXTON, Director

STATE OF IDAHO)
)ss.
County of ADA)

On this ___ day of _____, 2026, before me a notary public in and for said state, personally appeared **SUSAN E. BUXTON**, known or identified to me to be the **Director** for the **IDAHO DEPARTMENT OF PARKS AND RECREATION**, an agency of the state of Idaho, that executed the instrument or the person who executed the instrument on behalf of said state agency, and acknowledged to me that such state agency executed the same.

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

_____
Notary Public
(seal) Residing at: _____
My Commission Expires: _____

Henry's Lake Electrical – Exhibit "A"

Legal Description

A 10 – foot wide easement, for the purposes of utility access and maintenance for Fall River Electric Cooperative, Inc., the sidelines of said easement being 5 feet each side of the following described centerline running over and across the lands of Idaho Department of Parks and Recreation, located in the Southeast ¼ of Section 15 and the Northeast ¼ of Section 22, Township 15 North, Range 43 East, Boise Meridian, Fremont County, Idaho, and said easement centerline being more particularly described as follows:

Commencing at the Northwest corner of said Section 22, as described in Corner Perpetuation & Filing Inst. #429870 on file at the Fremont County Recorder's office;

Thence N 89°54'29" E a distance of 3215.22 feet along the North Line of said Section 22;

Thence N 00°00'00" W a distance of 70.25 feet, to the True Point of Beginning of this easement centerline;

Thence S 51°38'14" W a distance of 32.40 feet;

Thence S 19°34'00" W a distance of 43.20 feet;

Thence S 00°07'22" W a distance of 67.76 feet;

Thence S 75°33'30" E a distance of 233.29 feet;

Thence N 76°25'01" E a distance of 362.02 feet;

Thence N 62°46'39" E a distance of 108.32 feet;

Thence S 71°30'13" E a distance of 246.89 feet;

Thence S 65°18'18" E a distance of 259.47 feet;

Thence N 03°26'45" W a distance of 334.18 feet;

Thence N 00°18'35" W a distance of 180.14 feet to the Point of Terminus, said point bears N 70°59'28" W 1049.15 feet from the Northeast corner of said Section 22.

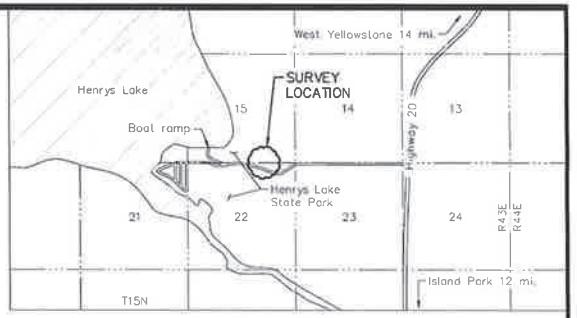
Said easement containing 0.43 acres, more or less.

Henry's Lake Electrical - Exhibit "B"

RECORD OF SURVEY

FOR IDAHO DEPARTMENT OF PARKS AND RECREATION AND FALL RIVER RURAL ELECTRIC COOPERATIVE, INC., LOCATED IN THE SE ¼, SECTION 15 AND THE NE ¼, SECTION 22, T15N, R43E, B.M., FREMONT COUNTY, IDAHO

100' 50' 0 100'
Scale 1" = 100'



VICINITY MAP
NTS

Tangent Table		
Tangent	Bearing	Distance
T1	N 00°00'00" W	70.25'
T2	S 51°38'14" W	32.40'
T3	S 19°34'00" W	43.20'
T4	S 00°07'22" W	67.76'
T5	S 75°33'30" E	233.29'
T6	N 76°25'01" E	362.02'
T7	N 62°46'39" E	108.32'
T8	S 71°30'13" E	246.89'
T9	S 65°18'18" E	259.47'
T10	N 03°26'45" W	334.18'
T11	N 00°18'35" W	180.14'

NOTES

1. REFERENCE DOCUMENTS
   - Deed Instrument numbers on file at the Fremont County Recorder's Office: 11206.
   - Record of Survey Plat by Benton Engineering, completed (R-BE) in 1993, Inst. #429867.

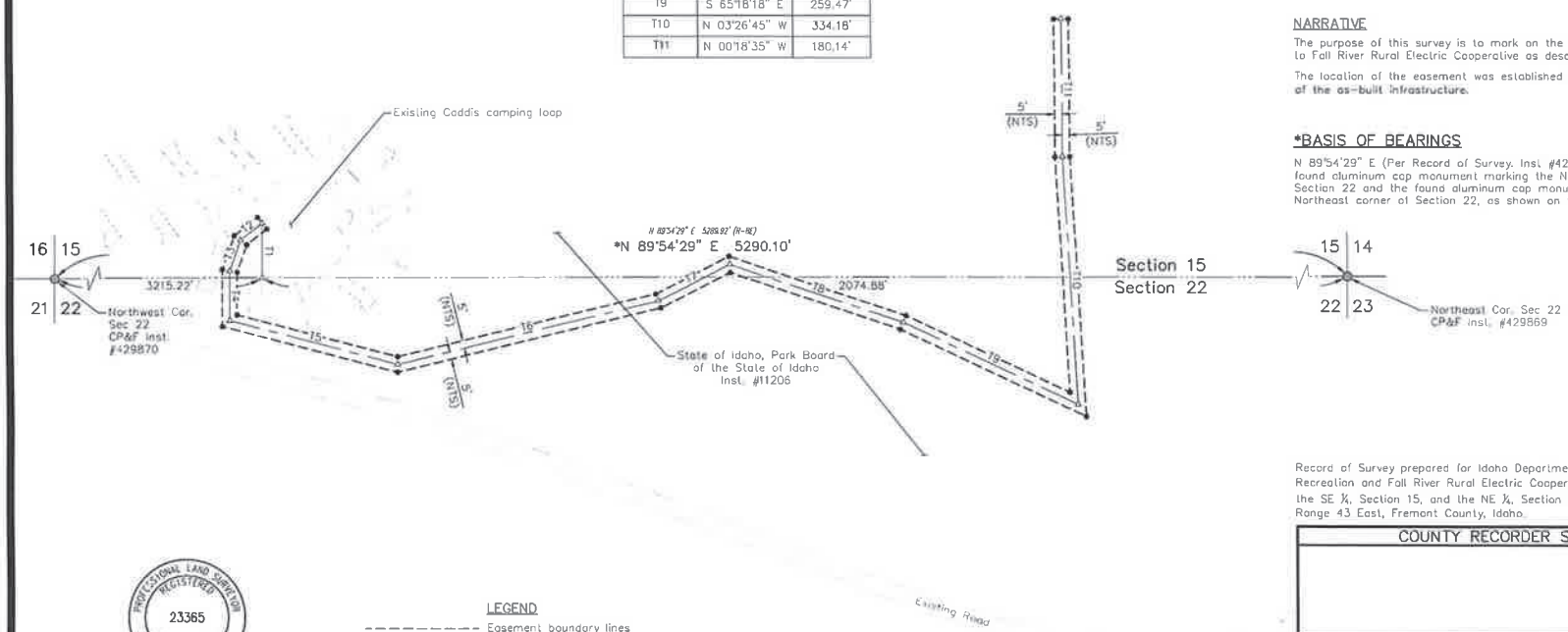
NARRATIVE

The purpose of this survey is to mark on the ground an easement to Fall River Rural Electric Cooperative as described in Inst. #HOLD.

The location of the easement was established at 5' on each side of the as-built infrastructure.

*BASIS OF BEARINGS

N 89°54'29" E (Per Record of Survey, Inst #429867) between the found aluminum cap monument marking the Northwest corner of Section 22 and the found aluminum cap monument marking the Northeast corner of Section 22, as shown on this map



Record of Survey prepared for Idaho Department of Parks and Recreation and Fall River Rural Electric Cooperative, Inc., located in the SE ¼, Section 15, and the NE ¼, Section 22, Township 15 North, Range 43 East, Fremont County, Idaho.

PROFESSIONAL LAND SURVEYOR REGISTERED 23365 STATE OF IDAHO WYATT RADKE

SURVEYOR'S CERTIFICATE

I, Wyatt Radke, a registered Professional Land Surveyor in the State of Idaho, do hereby certify that this map correctly represents a survey made by me, in conformance with law(s), Chapter 19, Title 55, Idaho Code, at the request of Idaho Department of Park and Recreation and Fall River Electric.

LEGEND

- Easement boundary lines
- Easement centerlines
- Sectional lines
- Set ⅝"ø rebar with pink plastic cap stamped "PLS 23365"
- Found ⅝"ø rebar with aluminum cap stamped "LS 760"
- Calculated position, nothing found or set
- (R-_) Record bearings and distances, per reference documents

COUNTY RECORDER STAMP

JOB No. 2025-079		PRINT DATE:	DWG. No. 585
DRAWN BY: WRR	DATE: 7/24/25	SHEET 1 OF 1 SHEETS	
CHECKED BY: DLR	DATE: 1/15/26	CALCULATED BY: WRR DATE: 7/24/25	
PLOT SCALE: 1"=100'	DATE PLOTTED:	BY:	

A&E ENGINEERING AND SURVEYING

845 WEST CENTER STREET, SUITE E
P.O. BOX 1327, POCATELLO, ID 83204
Ph: (208) 233-4226
Email: ae-eng@ae-eng.com
www.ae-eng.com

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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
November 3, 2026
IDFG Panhandle Regional Office
2885 W Kathleen Ave
Coeur D Alene, ID 83815

AGENDA ITEM: Electrical Easement and Service Agreement with Fall River Electric Harriman State Park

ACTION REQUIRED: Authorize the Director to sign Easement Agreement

PRESENTER: Adam Zaragoza, Management Services Administrator
Pamela Huck, Real Estate & Contracts Manager

BACKGROUND INFORMATION:

Fall River Electric has requested an easement across Harriman State Park for electrical facilities that will provide service to a new seasonal housing unit. The electrical service is needed for the seasonal housing which consists of 6 bedrooms and 2 bathrooms. All work was completed in early October 2026.

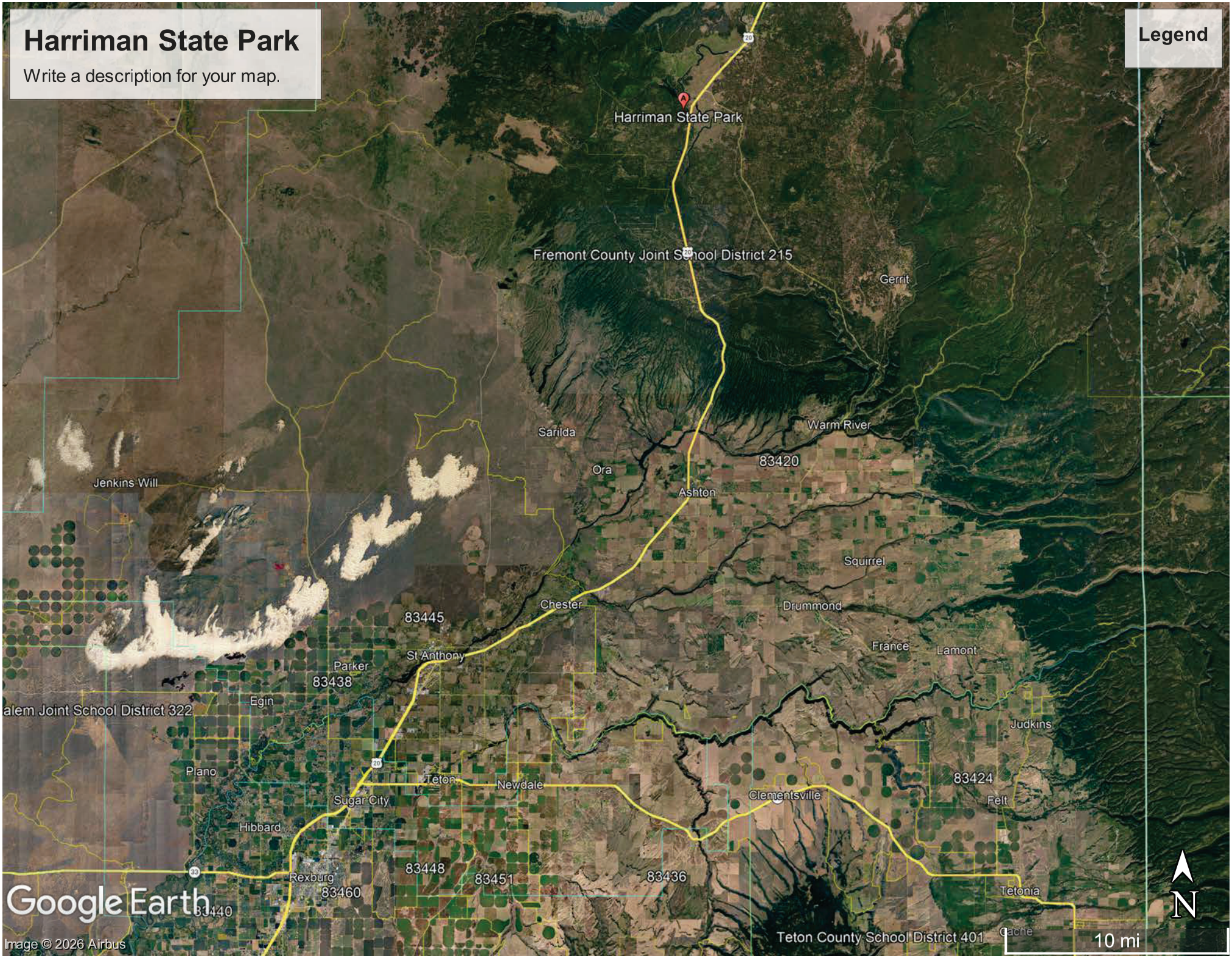
The electrical line is located and installed per the survey and legal description(attached). This easement will not affect public access and there is minimal fiscal impact for this perpetual easement.

STAFF RECOMMENDATIONS:

Staff recommends the Board authorize the Director to sign the easement agreement with Fall River Electric, for electrical service for the new seasonal housing being constructed at Harriman State Park.

Attachments: *Aerials*
Fall River Easement Agreement
Survey
Legal Description

AERIALS


Harriman State Park
Write a description for your map.
Legend
Harriman State Park
Fremont County Joint School District 215
Gerrit
Sarilda
Warm River
83420
Ora
Ashton
Jenkins Will
Squirrel
Chester
Drummond
83445
St Anthony
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Plano
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Newdale
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Sugar City
Clementsville
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Teton County School District 401
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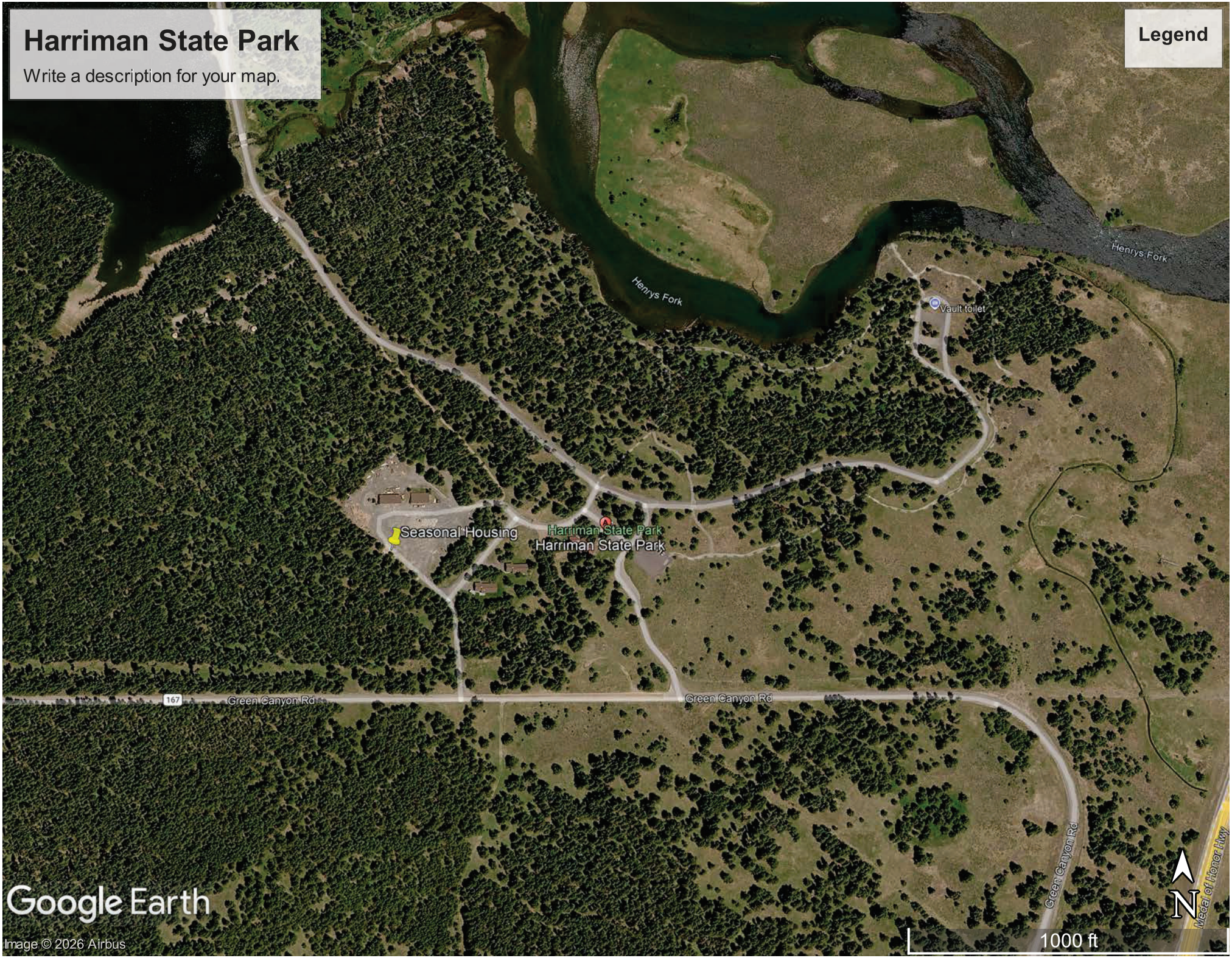
Harriman State Park
Write a description for your map.
Legend
Henrys Fork
Henrys Fork
Vault toilet
Seasonal Housing
Harriman State Park
Harriman State Park
167
Green Canyon Rd
Green Canyon Rd
Green Canyon Rd
Mccall of Honor Hwy
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1000 ft
Google Earth
Image © 2026 Airbus

EASEMENT AGREEMENT

Fall River Rural Electric Cooperative
1150 N 3400 E
Ashton, ID 83420
Account# 410-80-27
WO# _____
Location # 152429-Harriman

ELECTRIC LINE RIGHT OF WAY EASEMENT

KNOWN ALL MEN BY THESE PRESENT, that we the undersigned, (whether one or more) **STATE OF IDAHO DEPARTMENT OF PARKS AND RECREATION**, whose address is 5657 Warm Springs Avenue, Boise, ID 83713, for a good and valuable consideration, the receipt where of is acknowledged, do hereby grant unto FALL RIVER RURAL ELECTRIC COOPERATIVE, INC., a cooperative (hereinafter called the "Cooperative") whose address is 1150 N. 3400 E., Ashton, Idaho, and to its successors or assigns, the right to enter upon the lands of the undersigned, situated in FREMONT COUNTY, STATE OF IDAHO

NW ¼ of the SE ¼ of Section 35, Township 12N, Range 42E, of the Boise Meridian, described as follows:

See Exhibit "A & B"

To construct, reconstruct, operate and maintain on the *above* described lands and/or in or upon all streets, roads or highways abutting said land, an electric transmission or distribution line or system, or system to serve new members, to cut and trim trees and shrubbery that may interfere and to license, permit, or otherwise agree to joint use or occupancy of line or system by any other person, association or corporation, for electrification or telephone purposes.

The undersigned agree that all poles, wires and other facilities, including any main entrance equipment, installed on the above-described lands at the Cooperative's expense shall remain the property of the Cooperative, removable at the option of the Cooperative, upon termination of service to or on said lands.

The undersigned covenant that they are the owners of the above-described lands and that the said lands are free and clear of encumbrances and liens of whatsoever character except those held by the following:

IN WITNESS WHEREOF, the undersigned have set their hands and seals on this _____day of _____,2025.

IDAHO DEPARTMENT OF PARKS AND RECREATION

_____
SUSAN E. BUXTON, Director

STATE OF IDAHO)
)ss.
County of ADA)

On this ___ day of _____, 2026, before me a notary public in and for said state, personally appeared **SUSAN E. BUXTON**, known or identified to me to be the **Director** for the **IDAHO DEPARTMENT OF PARKS AND RECREATION**, an agency of the state of Idaho, that executed the instrument or the person who executed the instrument on behalf of said state agency, and acknowledged to me that such state agency executed the same.

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

_____
Notary Public
(seal) Residing at: _____
My Commission Expires: _____

Harriman Electrical – Exhibit "A"

Legal Description

A 10 – foot wide easement, for the purposes of utility access and maintenance for Fall River Electric Cooperative, Inc., the sidelines of said easement being 5 feet each side of the following described centerline running over and across the lands of Idaho Department of Parks and Recreation Deed Instrument #359137, located in the Northwest ¼ of the Southeast ¼ of Section 35, Township 12 North, Range 42 East, Boise Meridian, Fremont County, Idaho, , and said easement centerline being more particularly described as follows:

Commencing at the South 1/16 corner on the East line of said Section 35, as described in Corner Perpetuation & Filing Inst. #435334 on file at the Fremont County Recorder's office;

Thence N 89°59'00" W a distance of 1549.12 feet along the South 1/16 Line of said Section 35;

Thence N 00°00'00" W a distance of 444.56 feet, to the True Point of Beginning of this easement centerline;

Thence N 89°55'44" W a distance of 55.09 feet;

Thence S 66°39'22" W a distance of 81.69 feet;

Thence N 89°13'06" W a distance of 73.59 feet;

Thence S 57°12'22" W a distance of 34.00 feet to the point of Terminus of this easement centerline, said point being along the exterior of an existing building foundation, the sidelines of said easement being lengthened or shortened to intersect the exterior of said building foundation.

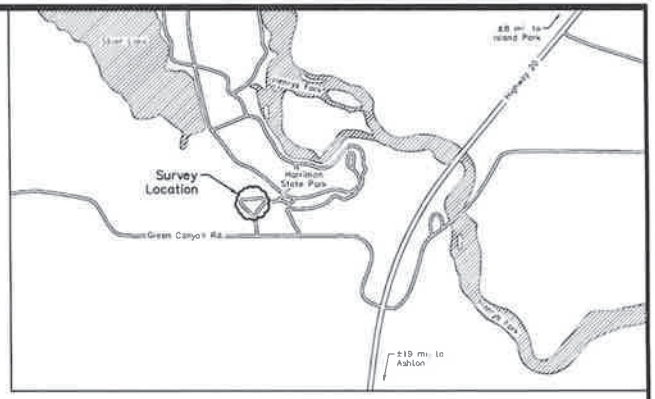
Said easement containing 0.06 acres, more or less.

Harriman Statte Park - Electrical - Exhibit "B"

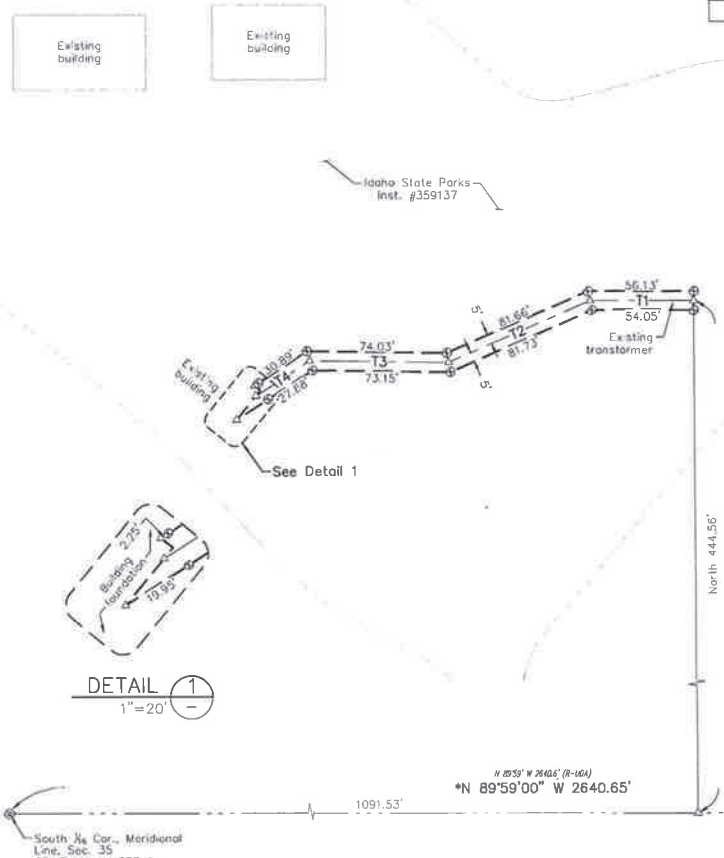
RECORD OF SURVEY

FOR IDAHO DEPARTMENT OF PARKS AND RECREATION AND FALL RIVER RURAL ELECTRIC COOPERATIVE, INC., LOCATED IN THE NW¼, SE¼, SECTION 35, T12N, R42E, B.M., FREMONT COUNTY, IDAHO

Tangent Table		
Tangent	Bearing	Distance
T1	N 89°55'44" W	55.09'
T2	S 66°39'22" W	81.69'
T3	N 89°13'06" W	73.59'
T4	S 57°12'22" W	34.00'



VICINITY MAP
NTS





NOTES:

1. REFERENCE DOCUMENTS
   - Deed Instrument numbers on file at the Fremont County Clerk's office, Inst. # 359137.
   - Record of Survey by the U.S. Department of Agriculture completed in 1995, Inst. #435353. (R-USA)
2. All bearings/distances are measured unless otherwise noted.

SURVEY NARRATIVE:

The purpose of this survey is to mark on the ground an easement to Fall River Rural Electric Cooperative as described in Inst. #HOLD.

The location of the easement was established at 5' on each side of a constructed electrical line.

LEGEND

- Set ⅝"ø rebar with a pink plastic cap, stamped "PLS 23365"
- Found Forest Service monument
- Calculated position, nothing found or set
- Surveyed easement boundary
- Sectional lines
- Centerlines
- Survey tie-lines
- (R-XX) Record bearings and distances

*BASIS OF BEARINGS

N 89°59'00" W between the found Forest Service monument marking the South ¼ corner on the east line of Section 35 and the found Forest Service monument marking the South ¼ corner on the meridional centerline of Section 35, as shown on this map.

SURVEYOR'S CERTIFICATE

I, Wyatt Radke, PLS 23365 Idaho, hereby certify that this map correctly represents a survey made by me, in conformance with law(s), Chapter 19, Title 55, Idaho Code, at the request of Idaho Department of Parks and Recreation and Fall River Rural Electric Cooperative Inc.

PROFESSIONAL LAND SURVEYOR REGISTERED 23365 STATE OF IDAHO WYATT RADKE

Record of Survey prepared for Idaho Department of Parks and Recreation and Fall River Rural Electric Cooperative, Inc., located in the NW ¼, SE ¼, Section 35, T12S, R42E, B.M., Fremont County, Idaho

COUNTY RECORDER STAMP

JOB No. 2026-036		PRINT DATE:	DWG. No. 602
DRAWN BY: WRR	DATE: 6/18/26	SHEET 1 OF 1 SHEETS	
CHECKED BY: DLR	DATE: 6/22/26	TRACKED BY: WRR DATE: 6/24/26	
PLOT SCALE: 1"=40'	DATE PLOTTED:	BY:	

A&E ENGINEERING INC.

845 WEST CENTER STREET, SUITE E
P.O. BOX 1327, POCATELLO, ID 83204
PHONE: 208-233-4226

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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
November 3, 2026
IDPR North Region Office
2885 W Kathleen Ave.
Coeur d'Alene, ID 83815

AGENDA ITEM: Reestablish the Idaho Centennial Trail – Big Creek Crossing

ACTION REQUIRED: Board vote

PRESENTER: Seth Hobbs

PRESENTATION

BACKGROUND INFORMATION:

The official route of the ICT was established by IDPR's board in June 1990. After the board's establishment of the route, IDPR signed an MOU in partnership with the United States Forest Service, Bureau of Land Management, and Idaho Trails Council. The MOU outlines the process for changing the official route of the ICT. It reads *"The Department shall: make decisions on trail redesignation only after public comment and recommendation from the BLM, Forest Service, and other land managing agencies."*

The current route of the ICT follows Lookout Mountain Ridge Trail to Big Creek. There is no bridge where Lookout Mountain Trail intersects Big Creek, so users must ford the creek. About four miles upstream, there is a bridge over Big Creek at its junction with Monumental Creek. IDPR staff are proposing to change the route of the Idaho Centennial Trail to follow Milk Creek Trail #064 and Monumental Creek Trail #005 rather than Lookout Mountain Trail #061. See the attached map. The Salmon-Challis National Forest, who manages this portion of the ICT, supports this route change.

The board approved soliciting public comments on this route change in February of 2026. The public comment period closed on October 9th, 2026. Staff received three public comments, all in support of the route change. This second board vote will determine whether the route change is finalized.

STAFF RECOMMENDATIONS:

IDPR staff recommends the board approve the proposed route change to the Idaho Centennial Trail.

Hailey Husband

From: Doug Tims <Doug@rivertraveler.com>
Sent: Thursday, September 10, 2026 10:55 AM
To: Hailey Husband
Subject: ICT Reroute

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

Hailey,

For 20 years my wife and I lived at Campbell's Ferry Historic Homestead and served as a resupply point for ICT hikers. We heard from many of the hikers about the challenge of crossing Big Creek, and that many of them were taking the alternative route to the bridge near the mouth of Monumental Creek. Officially making the change in route merely formalizes a route change that many hikers are already doing. For the additional margin of safety gained by the move, I fully support the change.
Regards,

Doug Tims
Tucson, AZ
https://dougtims.com

Doug Tims
Tucson, AZ
https://dougtims.com

Hailey Husband

From: Steven Kohtz <koht3226@hotmail.com>
Sent: Thursday, September 10, 2026 11:12 AM
To: Hailey Husband
Subject: Support ICT re-route

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

Hailey,

I heard on the radio about the Idaho Centennial Trail reroute to avoid dangerous Big Creek crossings. I definitely support the reroute. An extra 8 or 9 miles seems like a reasonable change in order to improve safety. Thank you for your work and I hope there are other changes coming which make the Idaho Centennial Trail more usable, sustainable, and safe.

Steven Kohtz

Reason for supporting: I am personally hoping to complete the Idaho Centennial Trail someday and this makes it safer.

Suggestions: thank you for doing this and I really appreciate this type of work. I think the Idaho Centennial Trail could be a gem nationally and internationally. However, I consistently read that it is more of a concept than a real trail right now. This is definitely a step in the right direction.

Any irrelevant experience with the current or proposed route: I have completed the ICT from the Nevada border to the Alturas Divide.

Get Outlook for iOS

Hailey Husband

From: Swen Magnuson <swenmag@gmail.com>
Sent: Thursday, September 10, 2026 3:09 PM
To: Hailey Husband
Subject: Comment on route change for ICT

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

I offer the following comment in support of the route change for the Idaho Centennial Trail to avoid fording Big Creek. (I am responding to an article posted today on the Idaho Capital Sun news site.)

Having hiked this section of the ICT in 2021 I think overall this is a worthwhile improvement. My wife and I partially planned the timing of our hike to make this Big Creek ford at the lowest possible water level. And it was still touch and go and very scary from the perspective of getting knocked off our feet by the current. We scouted for most likely places to ford and didn't find any satisfactory location. At higher water levels it would have been worse.

The only downside I see to the route change is now the ICT route probably would not go by the fabulous Coxey Hole campsite where Coxey Creek empties into Big Creek. I presume the ICT route would go up Crooked Creek (after crossing Big Creek on the Monumental Cr bridge) and rejoin the original ICT route at Cresent Meadows. The article I saw did not cover what happens after crossing Big Creek.

Another lesser downside is it appears there are a few backcountry airstrips along this section of Monumental Creek. From my perspective these airstrips detract from the wilderness hiking experience obtained by staying on the Lookout Mountain trail all the way to Big Creek and beyond.

Thank you for the opportunity to comment.

Swen Magnuson
208-821-2149

Hailey Husband

From: Simpson, Joshua - FS, ID <joshua.simpson@usda.gov>
Sent: Tuesday, April 22, 2025 2:08 PM
To: Hailey Brookins; Simpson, Emily - FS, ID
Cc: Hogen, David - FS, ID
Subject: RE: Idaho Centennial Trail Reroute

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

Hey Hailey...thanks for the info and the questions...

After discussing and reviewing (turns out we all had different trails in our heads for the existing route and alt routes 😉) it makes a lot of sense to all of us that re-routing the ICT off of Lookout Mtn Ridge at Milk Creek Trail #064 down onto the Monumental Creek Trail #005 will be awesome. Instead of through-hikers having to negotiate the super dangerous fording of Big Creek proper, they have to also travel down the Lookout Mtn Trail ridge line which has been difficult for the USFS to keep cleared and fully maintained over the years...instead dropping in Monumental proper will take a bit of the edge off...There are 2 stream crossing to navigate but they are simple compared to Big Creek...and aside from that the Monumental Creek Trail #005 is one of our main-line trails and gets maintenance pretty regularly...

The alternative ICT route doesn't really get a lot of noticeable use from through-hikers or riders so it probably wouldn't hurt to make it go away 😊 ...we can simply remove the signage if/when you all make the call...

If you have additional questions, please reach out to me and don't forget to follow up with me on the non-moto trails in the South Fork Salmon River corridor area that we've discussed in the last year... 😊

Regards,

Joshua T. Simpson
Program Manager-Wilderness, Recreation, Trails & Noxious Weeds
Forest Service
Payette National Forest, Krassel Ranger District
p: 208-634-0616
f: 208-634-0634
joshua.simpson@usda.gov
500 N. Mission Street Building #1
McCall, ID 83638
www.fs.usda.gov

Caring for the land and serving people

From: Hailey Brookins <hailey.brookins@idpr.idaho.gov>
Sent: Friday, April 18, 2025 3:26 PM

To: Simpson, Emily - FS, ID <emily.simpson@usda.gov>
Subject: RE: Idaho Centennial Trail Reroute

Emily,

Apologies for the double email. I just realized there is one other change that does go through the Payette.

I am also hoping to remove the western "alternate" trail, that mostly avoids the Wilderness areas. There are several times that section crosses private property without identified easements. Perhaps more importantly, most ICT users want the Wilderness experience and opt for the eastern route. I do not want to use our very minimal resources to negotiate land use agreements or maintain a section of trail that is not as valuable to the public. Here's a map.

What are your thoughts about removing that section of trail from the ICT?

Best,

Hailey

From: Hailey Brookins
Sent: Friday, April 18, 2025 3:23 PM
To: emily.simpson@usda.gov
Subject: Idaho Centennial Trail Reroute

Hello Emily,

My name is Hailey Brookins, and I am the Non-Motorized Trails Program Coordinator for the Idaho Department of Parks and Recreation. One of my responsibilities is overseeing the Idaho Centennial Trail. My priority is adjusting the official route to address several issues, including trail sections without identified easements, safety issues like water crossings and highway walks, and sections that haven't been maintained.

I was working with Larry Velarde for these route changes in Region Four, but last week he asked me to start working with forests directly. There are about 30 reroutes I would like to implement over time, but I am starting with a short list of changes that should be non-controversial, to keep our ICT momentum. According to our ICT MOU, reroutes have to be agreed upon by all partner agencies, published for public comment, and approved by the IDPR board.

The only change I am currently proposing in the Payette NF is rerouting the ICT from Lookout Mountain Trail #061to **existing FS system trails** Monumental Creek #005 and Big Creek #196. This reroute would allow users to cross Big Creek on a bridge, rather than having to ford it which can be dangerous. Here's a map: https://arcg.is/1WWjHn1

What are your thoughts?

Thank you,

Hailey Brookins (She/Her)
Non-Motorized Trails Program Coordinator
5657 Warm Springs Avenue | Boise, ID 83716
tel (208) 514-2419
website | map | passport





"Leaders in outdoor recreation since 1965."

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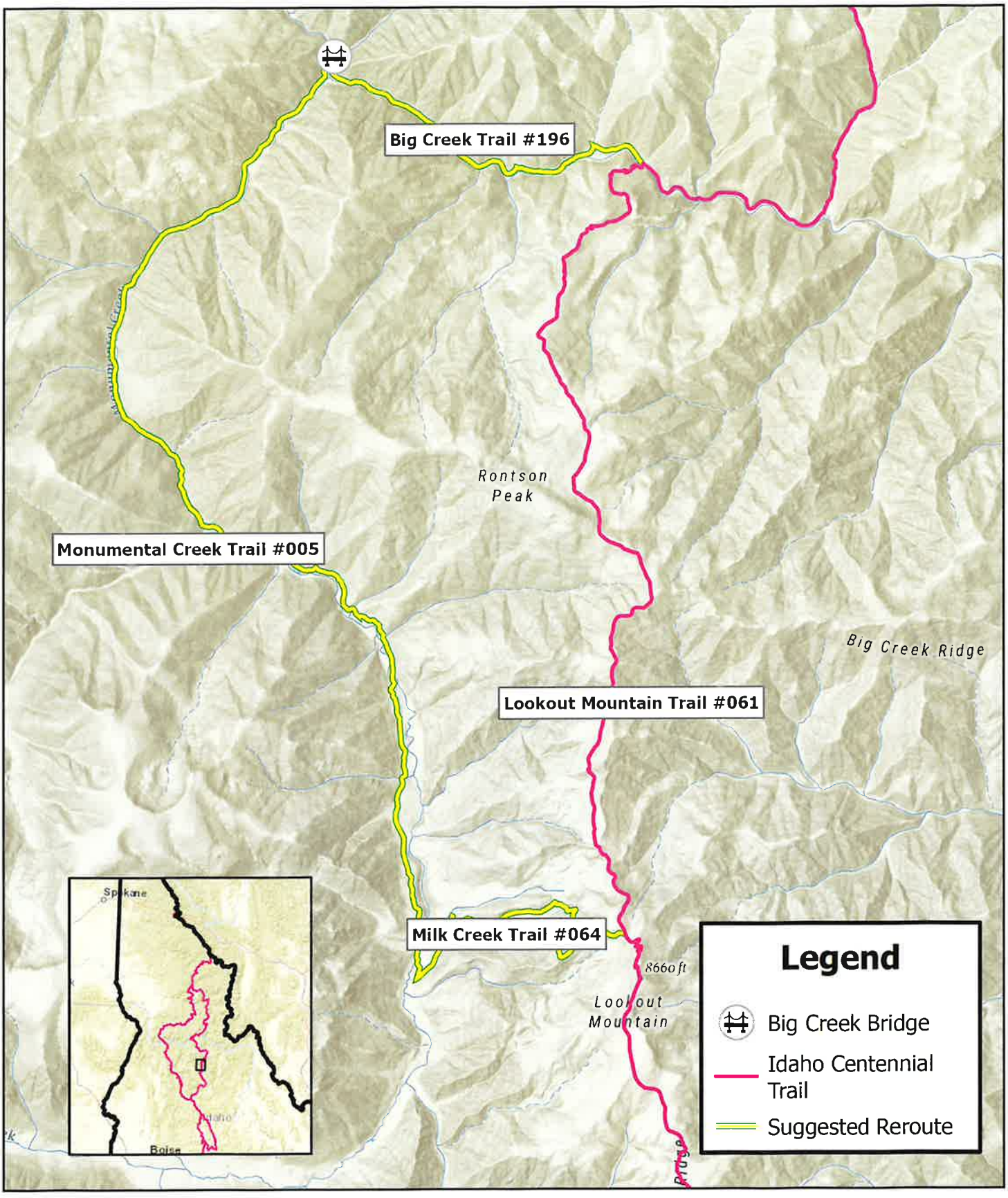
Idaho Centennial Trail Route Change - Big Creek



MEMORANDUM OF UNDERSTANDING

between

Idaho Department of Parks & Recreation

and

Idaho Trails Council

and

USDA Forest Service Region 1's Idaho Panhandle, Clearwater and Nezperce Forests

and

USDA Forest Service Region 4's Boise, Challis, Sawtooth and Payette Forests

and

Idaho Bureau of Land Management

THIS MEMORANDUM OF UNDERSTANDING made and entered into by and between the Idaho Department of Parks and Recreation, State of Idaho, hereinafter referred to as the Department; Idaho Trails Council, hereinafter referred to as Council; USDA Forest Service Region 1's Idaho Panhandle, Clearwater and Nezperce Forests and USDA Forest Service Region 4's Boise, Challis, Sawtooth and Payette Forests, hereinafter referred to as the Forest Service; and Idaho Bureau of Land Management, hereinafter referred to as BLM; for the purpose of providing the public a long distance trail from Idaho's northern border to its southern boundary. The trail marks the 100th birthday of the State of Idaho and will be called the Idaho State Centennial Trail.

NOW THEREFORE, in consideration of the above premises, the parties hereto agree as follows:

A. The Council shall:

1. Serve in a leadership role in promoting and coordinating volunteer efforts and incentives with BLM, Forest Service and State agencies for trail maintenance, rehabilitation, and signing.
2. Solicit funds to help purchase signs and volunteer incentives.
3. Consult with the BLM and Forest Service to develop uniform trail signing and placement standards.
4. Assist in distribution of signs to the BLM, Forest Service and State agencies as the need arises.
5. Assist the Department in negotiating land use agreements with private landowners.

B. The Department shall:

1. Provide overall coordination of the trail.
2. Make decisions on trail redesignation only after public comment and recommendation from the BLM, Forest Service, and other land managing agencies.
3. Encourage the development of a comprehensive guide book for the trail, written and published by a private organization or individual.
4. Prepare a black and white interim brochure that includes a basic map. Develop a color brochure/map when the budget allows.
5. Analyze together with trail managing agencies, the need for a management plan for the trail.
6. Develop a draft land use agreement for areas where the trail crosses state/private land. Work with the Council to acquire state/private landowner permission.

C. The Forest Service and BLM, on lands which they respectively administer, shall:

1. Sign, maintain, and rehabilitate the trail consistent with available budgets and with the direction in Land and Resource plans.
2. Coordinate with the Council to obtain and supervise the services of volunteers to assist in signing and maintaining the trail.
3. Work with the Council to develop uniform trail signing and placement standards.
4. Assist in installing trail signs provided by the Council.
5. Place temporary trail signs at all trailheads and at each road crossing as soon as possible.
6. Provide for general public information relative to the trail.
7. Respond to requests from trail users by distributing to them copies of maps provided by the Department.
8. Solicit input from trail users and, if necessary, recommend trail redesignation to the Department.

It is mutually agreed that:

1. Any proposed signing and/or trail improvement project must be approved by the agency administering the land prior to initiation.
2. Nothing herein shall be construed as binding the Department, Forest Service, and BLM for expenditures of monies not appropriated.
3. No contributions herein provided shall entitle the parties to any share or interest in the said facilities other than the right to use the same under the regulations of the Department, Forest Service, and BLM.
4. The parties will meet annually to discuss this agreement. The agreement may be revised as necessary by mutual consent of all parties by the issuance of a written amendment, signed and dated by all parties.

5. The rights and obligations of any party to this agreement may be renegotiated or terminated upon the giving of thirty (30) days written notice to the parties. Unless terminated by written notice, this agreement will remain in force indefinitely.

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

Idaho Department of Parks & Recreation
By Jerry Reed
Title Director
Date July 2, 1992

Idaho Trails Council
By Roger M. Williams
Title President Idaho Trails Council
Date 6 August 1991

Bureau of Land Management
By Victor J. VanZandt
Title Idaho Associate State Director
Date July 26, 1991

Idaho Panhandle Forests
By William E. Mardon
Title Forest Supervisor
Date May 2, 1991

Nezperce Forest
By David E. Pomin
Title Acting Forest Supervisor
Date May 24, 1991

Challis Forest
By Charles C Wilder
Title FOREST SUPERVISOR
Date May 2, 1991

Payette Forest
By Victor J. LaSalle
Title Forest Supervisor
Date May 2, 1991

Clearwater Forest
By Wm Green
Title Forest Supervisor
Date May 2, 1991.

Boise Forest
By Roberta A. Moltzen
Title Acting Forest Supervisor
Date May 2, 1991

Sawtooth Forest
By Coleen M Stolson
Title Forest Supervisor
Date May 21, 1991

5632J

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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
February 19, 2026
IDPR Headquarters – Summit Room
5657 Warm Springs Avenue
Boise, ID 83716

AGENDA ITEM: **Redesignate Idaho Centennial Trail – Big Creek Crossing**

ACTION REQUIRED: **Board Vote**

PRESENTER: **Troy Elmore**

PRESENTATION

BACKGROUND INFORMATION:

The official route of the ICT was established by IDPR's Board in June 1990. After the Board's establishment of the route, IDPR signed an MOU in partnership with the United States Forest Service, Bureau of Land Management, and Idaho Trails Council. The MOU outlines the process for changing the official route of the ICT. It reads "*The Department shall: make decisions on trail redesignation only after public comment and recommendation from the BLM, Forest Service, and other land managing agencies.*"

The current route of the ICT follows Lookout Mountain Ridge Trail to Big Creek. There is no bridge where Lookout Mountain Trail intersects Big Creek, so users must ford the creek. About four miles upstream, there is a bridge over Big Creek at its junction with Monumental Creek. IDPR staff are proposing to change the route of the Idaho Centennial Trail to follow Milk Creek Trail #064 and Monumental Creek Trail #005 rather than Lookout Mountain Trail #061. See the attached map.

The Salmon-Challis National Forest, who manages this portion of the ICT, supports this route change.

If the Board approves this route change, a notice will be posted on IDPR social media pages to solicit public comment. After the public comment period, staff will present this route change along with public feedback to the Board for a final vote.

STAFF RECOMMENDATIONS:

IDPR staff recommend the Board approve the proposed route change to the Idaho Centennial Trail.

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

AGENDA ITEM
Idaho Parks and Recreation Quarterly Meeting
November 3, 2026
IDFG Panhandle Regional Office
2885 W Kathleen Ave
Coeur D Alene, ID 83815

AGENDA ITEM: 2027 Meeting Date & Locations

ACTION REQUIRED: Board Action Required

PRESENTER: Susan Buxton, Director

BACKGROUND INFORMATION:
The Board has historically set the next year's quarterly meeting dates and locations each November (the last meeting of the year). Attached is a list of suggested meeting locations based on development projects at nearby parks as well as past Board meeting locations. These are subject to changes by the Director.

STAFF RECOMMENDATIONS:
Staff recommend the Board consider proposed meeting dates and locations.

IDPR 2027 PROPOSED BOARD MEETING MONTHS & LOCATIONS

February 2027	Boise, ID	Legislative Session
May 2027	Priest Lake, ID	Lionhead
August 2027	Boise, ID	IDPR HQ
November 2027	Almo, ID	Castle Rocks

PAST BOARD MEETING LOCATIONS

2024	Boise, CDA, Island Park, CDA	Eagle Island Construction Tour, Heyburn Marinas, Harriman, Ashton Visitor's Center
2025	Boise, Orofino, Lava Hot Springs, Salmon	Winchester, Dworshak Reservoir Tour, Bear Lake Tour, Twin Peaks newly acquired park
2026	Boise, McCall, Cascade, Coeur d'Alene, ID	Ponderosa, Kokanee Cove, Tamarack Marina, Round Lake & Farragut