

IDAHO DEPARTMENT OF PARKS & RECREATION

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

Special Board Meeting

June 3, 2024

IDPR HQ

5657 E Warm Springs, ID 83716

Joanna Hiller is inviting you to a scheduled Zoom meeting.

Topic: Special Board Meeting

Time: Jun 3, 2024, 10:00 AM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82123852887?pwd=sTVt6dpVbsuJca33ydXeEzJ0aKAV04.1>

Meeting ID: 821 2385 2887

Passcode: 737074

One tap mobile

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Meeting ID: 821 2385 2887

Passcode: 737074

Find your local number: <https://us02web.zoom.us/j/kcGoRzC1on>

AGENDA

Monday, June 3, 2024

9:00 A.M. (PST); 10:00 A.M. (MST)

10:00A.M. (MST) Call to Order - Chairman Beckley

- Roll Call
- Welcome and Introductions - Chairman Beckley and Director Buxton
- Additions or Deletions to the Printed Agenda
- Director Update – **Information** – Director Buxton
- Budget Workshop – **Action** – Steve Martin
- Legislative Ideas – **Action** - Seth Hobbs / Director Buxton
- McCall Boat Launch Fees – **Action** – Kathy Muir
- Board Comments
- Old/New Business

* Under authority of Idaho Code 74-206. Executive sessions -- When authorized. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body. An executive session may be held:

(b) "To consider the evaluation, dismissal or disciplining of or to hear complaints or charges brought against a public officer, employee, staff member or individual agent or public-school student."

(c) "To acquire an interest in real property not owned by a public agency."

(f) "To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement."

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

- **ADJOURN**

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

<input type="checkbox"/> IDAPA RULE	<input type="checkbox"/> IDAPA FEE	<input checked="" type="checkbox"/> BOARD ACTION REQUIRED
<input type="checkbox"/> BOARD POLICY	<input type="checkbox"/> INFO ONLY, NO ACTION REQUIRED	

AGENDA
Idaho Park and Recreation Board Meeting
June 3, 2024
IDPR Headquarters
5657 Warm Springs Avenue
Boise, ID 83716

AGENDA ITEM: FY 2026 Budget Workshop
ACTION REQUIRED: Board Action Required
PRESENTER: Steve Martin

PRESENTATION

BACKGROUND

The FY 2026 budget draft proposal presented at the Board’s May 13, 2024 meeting included several supporting documents that form the basis for the department’s revenue projections and documents our estimate to have sufficient funding for the activities included in that budget request. Those documents also illustrate potential revenue shortfalls in future years. This item is intended to provide additional context to the assumptions included in those projections to allow the Board to prioritize their directions for staff.

FY 2026 BUDGET REVENUE ASSUMPTIONS

The “Form B-11 – Revenue (FY 2026)” document provides our revenue projections for all department funds and illustrates the primary source of revenue for most of our activities is the Park and Recreation Fund (24300). Fund 24300 revenue is derived primarily from park camping and entrance fees. The key assumptions for the FY 2026 budget include a 5% increase in FY 2025, and a 5% increase in FY 2026 and are reasonably supported by the following.

1. Additional capacity provided by opening 50-unit campgrounds at Billingsley Creek and Eagle Island.
2. Fee increases implemented in January 2024.
3. Increases realized from demand-based pricing capabilities of new reservation software.

The “Form B-12 – Analysis of Fund Balances (FY 2026)” document for Fund 24300 shows those revenue projects (line 4), as well as a 5% increase in Passport revenue in FY 26 (line 7) based on the continued population growth. Importantly, this schedule shows that the estimated revenues and proposed levels of spending in FY 2025 and FY 2026 would result in a nearly \$2 million reduction in our cash reserves (line 24). While current cash reserves can support this request, additional action is needed for long-term sustainability.

An additional B-12 Form (Form B-12 – Analysis of Fund Balances (FY 2030)) has been prepared to illustrate the longer-term cash flow projections in this fund through FY 2030 without additional ongoing revenue growth. The basis assumptions for this scenario include flat revenue growth and zero budget growth through FY 2030. As shown, our ending cash reserves are estimated to drop below the \$5 million threshold established by the Board in August, 2023 (IDPR Policy 4100) in FY 2029.

STAFF CONCLUSIONS

Our analysis shows that without an additional source of ongoing revenue our ability to maintain existing levels of service is not sustainable. A more strategic plan is needed to ensure that revenue growth can keep pace with our mission and goals.

STAFF RECOMMENDATIONS

The following recommendations are provided for the Board’s consideration.

1. Mitigate the projected FY 2026 deficit by prioritizing support for existing operations by removing the estimated \$900,000 enhancement for the IDFG Horsethief campground. Any agreement regarding taking over operations of this property should include consideration of additional funding for ongoing operational expenses.
2. Staff should immediately review additional revenue opportunities by raising camping and entrance fees within the current fee caps. Staff will present potential revenue estimates at a future board meeting.
3. Staff should continue looking at all options for increasing the Passport fee and work closely with the Governor’s office to identify an acceptable option.

Staff requests Board consent to pursue these listed items and welcomes additional Board direction as to the prioritization of these or other options not listed.

FORM B11: REVENUE

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

Request for Fiscal Year: **2026**
 Agency Number: **340**
 Budget Unit (If Applicable):
 Function/Activity Number (If Applicable):

Original Request Date: **September 1, 2024**
 Revision Request Date:

Page: _____ of _____

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Summary Object Code	Revenue Source Description -Summary Level	FY 2022 Actual Revenue	FY 2023 Actual Revenue	FY 2024 Estimated Revenue	FY 2025 Estimated Revenue	FY 2026 Estimated Revenue
16000		Fish and Game Fund		1001	LICENSE PERMIT & FEES	-	19,536	-	-	-
16000		Fish and Game Fund		FUND TOTAL		\$ -	\$ 19,536	\$ -	\$ -	\$ -
16673		Department of Lands		1001	LICENSE PERMIT & FEES	244,924	-	-	-	-
16673		Department of Lands		FUND TOTAL		\$ 244,924	\$ -	\$ -	\$ -	\$ -
12500		Indirect Cost Recovery Fund		2001	FEDERAL GRANTS & CONTRIBS	295,607	277,939	277,939	375,000	375,000
				3601	MISCELLANEOUS REVENUE	14,142	24,446	24,446	25,000	25,000
12500		Indirect Cost Recovery Fund		FUND TOTAL		\$ 309,749	\$ 302,385	\$ 302,385	\$ 400,000	\$ 400,000
24300		Parks and Recreation Fund	1	1001	LICENSE PERMIT & FEES	9,226,071	9,388,397	9,388,397	9,857,817	10,350,708
				1301	FINE FORFEIT ESCHEATS	-	(200)	(200)	(210)	(221)
				1501	SALE OF SERVICES	5,836	5,552	5,552	5,829	6,121
				1701	SALE OF GOODS	101	125	125	132	138
				1901	SALE LAND BLDG EQUIP	6,235	49,615	49,615	52,096	54,701
				2001	FED GRANTS & CONTRIBS	-	-	-	-	-
				2701	RENT AND LEASE INCOME	618,073	619,622	619,622	650,603	683,133
				3601	MISCELLANEOUS REVENUE	23,374	25,429	25,429	26,701	28,036
				9001	TRANSFERS AND OTHER FIN SC	215,000	-	-	-	-
24300		Parks and Recreation Fund		FUND TOTAL		\$ 10,094,691	\$ 10,088,541	\$ 10,088,541	\$ 10,592,968	\$ 11,122,616
24302	02	Registration Administration		1001	LICENSE PERMIT & FEES	2,835,870	3,431,116	3,431,116	3,431,116	3,431,116
				3601	MISCELLANEOUS REVENUE	320,751	274,648	274,648	274,648	274,648
24302	02	Registration Administration		FUND TOTAL		\$ 3,156,621	\$ 3,705,763	\$ 3,705,763	\$ 3,705,763	\$ 3,705,763
24302		Parks and Recreation Fund Total				\$ 13,251,312	\$ 13,794,304	\$ 13,794,304	\$ 14,298,731	\$ 14,828,380
24701	01	Capital Improvement Fund		1901	SALE LAND BLDG EQUIP	23,530	-	-	-	-
				2501	INTEREST	87	153	153	-	-
				3601	MISCELLANEOUS REVENUE	-	-	-	-	-
24701	01	Capital Improvement Fund		FUND TOTAL		\$ 23,617	\$ 153	\$ 153	\$ -	\$ -
24703	03	Off-Road Motor Vehicle Fund (ORMV)		1901	SALE LAND BLDG EQUIP	-	-	-	-	-
				2001	FEDERAL GRANTS & CONTRIBS	-	223,679	223,679	-	-
				3601	MISCELLANEOUS REVENUE	188	1,540	1,540	-	-
24703	03	Off-Road Motor Vehicle Fund (ORMV)		FUND TOTAL		\$ 188	\$ 225,219	\$ 225,219	\$ -	\$ -
24704	04	Road and Bridge Fund		2101	ST GRANTS & CONTRIBS	-	-	-	-	-
24704	04	Road and Bridge Fund		FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -
24706	06	Rec Fuel Tax Administration		1901	SALE LAND BLDG EQUIP	-	-	-	-	-
24706	06	Rec Fuel Tax Administration		FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -
24703		Recreational Fuels Tax Fund Total				\$ 23,805	\$ 225,372	\$ 225,372	\$ -	\$ -
25001	01	State Vessel Fund		1001	LICENSE PERMIT & FEES	2,202,899	2,527,647	2,527,647	2,600,000	2,600,000
25001	01	State Vessel Fund		FUND TOTAL		\$ 2,202,899	\$ 2,527,647	\$ 2,527,647	\$ 2,600,000	\$ 2,600,000

FORM B11: REVENUE

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

Request for Fiscal Year: **2026**
 Agency Number: **340**
 Budget Unit (If Applicable):
 Function/Activity Number (If Applicable):

Original Request Date: **September 1, 2024**
 Revision Request Date:

Page: _____ of _____

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Summary Object Code	Revenue Source Description -Summary Level	FY 2022 Actual Revenue	FY 2023 Actual Revenue	FY 2024 Estimated Revenue	FY 2025 Estimated Revenue	FY 2026 Estimated Revenue
25002	02	Cross-Country Ski Fund		1001	LICENSE PERMIT & FEES	117,007	154,321	154,321	154,321	154,321
				3601	MISCELLANEOUS REVENUE	-	-	-	-	-
25002	02	Cross-Country Ski Fund		FUND TOTAL		\$ 117,007	\$ 154,321	\$ 154,321	\$ 154,321	\$ 154,321
25003	03	Snowmobile Fund		1001	LICENSE PERMIT & FEES	1,743,632	2,054,982	2,054,982	2,054,982	2,054,982
				3601	MISCELLANEOUS REVENUE	2,055	28,160	28,160	-	-
25003	03	Snowmobile Fund		FUND TOTAL		\$ 1,745,687	\$ 2,083,142	\$ 2,083,142	\$ 2,054,982	\$ 2,054,982
25004	04	Motorbike Fund		1001	LICENSE PERMIT & FEES	1,467,623	1,521,384	1,521,384	1,600,000	1,600,000
				1901	SALE LAND BLDG EQUIP	9,200	-	-	-	-
				3601	MISCELLANEOUS REVENUE	3,451	3,955	3,955	3,955	3,955
25004	04	Motorbike Fund		FUND TOTAL		\$ 1,480,274	\$ 1,525,339	\$ 1,525,339	\$ 1,603,955	\$ 1,603,955
25005	05	Recreational Vehicle Fund		3601	MISCELLANEOUS REVENUE	-	-	-	-	-
25005	05	Recreational Vehicle Fund		FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -
25006	06	State Avalanche Fund		1001	LICENSE PERMIT & FEES	44,547	53,029	53,029	53,029	53,029
25006	06	State Avalanche Fund		FUND TOTAL		\$ 44,547	\$ 53,029	\$ 53,029	\$ 53,029	\$ 53,029
25004 Parks and Recreation Registration Fund Total						\$ 5,590,414	\$ 6,343,478	\$ 6,343,478	\$ 6,466,287	\$ 6,466,287
26601	01	ISP - Search and Rescue Fund		1001	LICENSE PERMIT & FEES	89,805	106,058	-	-	-
26601	01	ISP - Search and Rescue Fund		FUND TOTAL		\$ 89,805	\$ 106,058	\$ -	\$ -	\$ -
34500		CARES Act Fund		2001	FED GRANTS & CONTRIBS	-	-	-	-	-
				3601	MISCELLANEOUS REVENUE	-	-	-	-	-
34500	CARES Act Fund			FUND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -
34800		Federal Grant Fund		2001	FED GRANTS & CONTRIBS	5,095,675	4,105,598	4,105,598	5,000,000	5,000,000
				3601	MISCELLANEOUS REVENUE	318	-	-	-	-
34800	Federal Grant Fund			FUND TOTAL		\$ 5,095,993	\$ 4,105,598	\$ 4,105,598	\$ 5,000,000	\$ 5,000,000
34900		Miscellaneous Revenue Fund		2001	FED GRANTS & CONTRIBS	1,649	6,208	6,208	-	-
				2101	ST GRANTS & CONTRIBUTIONS	-	-	-	20,000	20,000
				3601	MISCELLANEOUS REVENUE	19,275	45,450	45,450	45,450	45,450
				9001	TRANSFERS AND OTHER FIN SC	45,000	-	-	-	-
34900	Miscellaneous Revenue Fund			FUND TOTAL		\$ 65,924	\$ 51,658	\$ 51,658	\$ 65,450	\$ 65,450
41001	01	Public Recreation Enterprise Fund	2	1001	LICENSE PERMIT & FEES	950,926	1,036,281	1,036,281	1,088,095	1,142,500
				1301	FINE FORFEIT ESCHEATS	(1,107)	(4,249)	(4,249)	-	-
			2	1701	SALE OF GOODS	950,969	1,232,432	1,232,432	1,294,053	1,358,756
				2501	INTEREST	1,090	1,400	1,400	1,400	1,400
				2701	RENT AND LEASE INCOME	787,662	881,062	881,062	881,062	881,062
				3601	MISCELLANEOUS REVENUE	9,996	17,808	17,808	17,808	17,808

FORM B11: REVENUE

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

Request for Fiscal Year: **2026**
 Agency Number: **340**
 Budget Unit (If Applicable):
 Function/Activity Number (If Applicable):

Original Request Date: **September 1, 2024**
 Revision Request Date:

Page: _____ of _____

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Summary Object Code	Revenue Source Description -Summary Level	FY 2022 Actual Revenue	FY 2023 Actual Revenue	FY 2024 Estimated Revenue	FY 2025 Estimated Revenue	FY 2026 Estimated Revenue
41001	01	Public Recreation Enterprise Fund		FUND TOTAL		\$ 2,699,536	\$ 3,164,734	\$ 3,164,734	\$ 3,282,419	\$ 3,401,527
49601	01	Park Donation Fund		1901	SALE LAND BLDG EQUIP	4,349	-	-	-	-
				2501	INTEREST	1,403	9,250	9,250	9,250	9,250
				3601	MISCELLANEOUS REVENUE	69,692	53,222	53,222	53,222	53,222
49601	01	Park Donation Fund		FUND TOTAL		\$ 75,444	\$ 62,472	\$ 62,472	\$ 62,472	\$ 62,472
49602	02	Harriman Trust Fund	3	1001	LICENSE PERMIT & FEES	221,254	250,690	250,690	263,224	276,386
				1301	FINE FORFEIT ESCHEATS	50	50	50	-	-
				1501	SALE OF SERVICES	-	-	-	-	-
				1901	SALE LAND BLDG EQUIP	-	-	-	-	-
				2501	INTEREST	4,446	30,317	30,317	5,000	5,000
			3	2701	RENT AND LEASE INCOME	163,342	174,529	174,529	183,255	192,418
				3601	MISCELLANEOUS REVENUE	803	300	300	7,000	7,000
49602	02	Harriman Trust Fund		FUND TOTAL		\$ 389,895	\$ 455,886	\$ 455,886	\$ 458,480	\$ 480,804
49603	03	Park Land Trust Fund		1001	LICENSE PERMIT & FEES	31,547	30,039	30,039	30,039	30,039
				1301	FINE FORFEIT ESCHEATS	(680)	(800)	(800)	-	-
				1701	SALE OF GOODS	321	246	246	246	246
				1901	SALE LAND BLDG EQUIP	-	-	-	-	-
				2501	INTEREST	73,390	89,555	89,555	89,555	89,555
				2701	RENT AND LEASE INCOME	-	-	-	-	-
				3601	MISCELLANEOUS REVENUE	22,377	2,758	2,758	2,758	2,758
49603	03	Park Land Trust Fund		FUND TOTAL		\$ 126,955	\$ 121,799	\$ 121,799	\$ 122,599	\$ 122,599
49605	05	Trail of the Coeur d'Alenes Trust Fund		2501	INTEREST	125,348	16,072	16,072	116,000	116,000
				2701	RENT AND LEASE INCOME	118,452	88,341	88,341	88,341	88,341
				3601	MISCELLANEOUS REVENUE	352	799	799	799	799
49605	05	Trail of the Coeur d'Alenes Trust Fund		FUND TOTAL		\$ 244,151	\$ 105,213	\$ 105,213	\$ 205,140	\$ 205,140
0496		Parks and Recreation Expendable Trust Fund Total				\$ 836,446	\$ 745,369	\$ 745,369	\$ 848,691	\$ 871,015
GRAND TOTAL						\$ 28,207,907	\$ 28,858,492	\$ 28,732,898	\$ 30,361,578	\$ 31,032,658

SIGNIFICANT ASSUMPTIONS

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Provide Details for any Significant Assumptions Listed	FY 2026 Estimated Impact
0243		Parks and Recreation Fund	1	Assumes 5% increase in FY 2025 (non-resident fees and additional capacity (Billingsley), plus 5% increase in FY 2026 (Eagle)	\$ 529,648
0410	01	Enterprise Fund	2	Assumes 5% increase in FY 2025, plus 5% in FY 2026	\$ 119,107
0496	02	Harriman Trust Fund	3	Assumes 5% increase in FY 2025, plus 5% in FY 2026	\$ 22,324
					\$ -
					\$ -
<i>All other estimates based on approximate three-year averages.</i>					

FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2026

Agency/Department: Department of Parks and Recreation

Agency Number: 340

Original Request Date: September 1, 2024 or Revision Request Date:

Page of

Sources and Uses: Sources - Park user fees (e.g., camping, motor vehicle entry fees and Park Passports). Uses - Administration and operations of the department.

FUND NAME:	Parks and Recreation Fund	FUND CODE:	24300	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate
1. Beginning Free Fund Balance				8,775,542	14,022,806	14,300,191	11,552,224	11,006,569
2. Encumbrances as of July 1				77,810	67,152	389,643	0	0
2a. Reappropriation (Legislative Carryover)				4,810,171	2,796,309	87,447,060	60,000,000	40,000,000
3. Beginning Cash Balance				13,663,522	16,886,267	102,136,894	71,552,224	51,006,569
4. Revenues (from Form B-11)				10,094,691	10,088,541	10,088,541	10,592,968	11,122,616
5. Non-Revenue Receipts and Other Adjustments (Suspense Clearing, Borrowing Limit, Deferred Revenue)				1,588,129	166,591	0	0	0
6. Statutory Transfers in: <i>FY23 Supplemental S1196</i>		Fund or Reference:		0	85,000,000	10,000,000	0	0
7. Operating Transfers in: <i>From ITD - Park Passport Revenue</i>		Fund or Reference:		4,188,159	4,526,493	4,526,493	4,600,000	4,830,000
8. Total Available for Year				29,534,500	116,667,892	126,751,928	86,745,192	66,959,185
9. Statutory Transfers Out:		Fund or Reference:		0	0	0	0	0
10. Operating Transfers Out: <i>To IDL for Shared Forester FTP</i>		Fund or Reference:		14,129	162,662	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments (Suspense Clearing, Sales Tax Payable, Refunds)				979,493	995,834	0	0	0
12. Cash Expenditures for Prior Year Encumbrances				77,810	66,648	0	0	0
13. Original Appropriation				9,686,766	14,086,650	27,752,644	15,738,623	17,847,162
14. Prior Year Reappropriations, Supplementals, Rescissions				5,025,171	87,796,309	87,447,060	60,000,000	40,000,000
15. Non-cogs, Receipts to Appropriation, etc.				177,149	150,768	0	0	0
16. Reversions / Projected Reversions				(448,823)	(891,170)	0	0	0
17. Current Year Reappropriation / Projected Reappropriation				(2,796,309)	(87,447,060)	(60,000,000)	(40,000,000)	(20,000,000)
18. Reserve for Current Year Encumbrances				(67,152)	(389,643)	0	0	0
19. Current Year Cash Expenditures				11,576,801	13,305,854	55,199,704	35,738,623	37,847,162
19a. Budgetary Basis Expenditures (CY Cash Expenditures + CY Encumbrances)				11,643,954	13,695,496	55,199,704	35,738,623	37,847,162
20. Ending Cash Balance				16,886,267	102,136,894	71,552,224	51,006,569	29,112,023
21a. Prior Year Encumbrances as of June 30, 2021 (FY 2021)				0	0			
21a. Prior Year Encumbrances as of June 30, 2022 (FY 2022)				67,152	0			
21a. Prior Year Encumbrances as of June 30, 2023 (FY 2023)				0	389,643			
22. Current Year Encumbrances as of June 30, 2024 (FY 2024)				0	0	0	0	0
22a. Current Year Reappropriation				2,796,309	87,447,060	60,000,000	40,000,000	20,000,000
23. Borrowing Limit				0	0	0	0	0
24. Ending Free Fund Balance				14,022,806	14,300,191	11,552,224	11,006,569	9,112,023
24a. Investments Direct by Agency (GL 1203)				0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments				14,022,806	14,300,191	11,552,224	11,006,569	9,112,023
26. Outstanding Loans (if this fund is part of a loan program)								

Notes: - Revenue actuals for FY 2024, plus 5% increase in FY 2025 and 5% in FY 2026 for non-resident fee increase and additional capacity (Billingsley) and (Eagle)
 - Passport growth rate is Flat in 2025 and 5% in FY 2026.

FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : **2030**

Agency/Department: Department of Parks and Recreation

Agency Number: 340

Original Request Date: September 1, 2030 or Revision Request Date: _____

Page _____ of _____

Sources and Uses: Sources - Park user fees (e.g., camping, motor vehicle entry fees and Park Passports). Uses - Administration and operations of the department.

FUND NAME:	Parks and Recreation Fund	FUND CODE:	24300	FY 2026 Estimate	FY 2027 Estimate	FY 2028 Estimate	FY 2029 Estimate	FY 2030 Estimate
1. Beginning Free Fund Balance				11,006,569	9,112,023	7,217,478	5,322,932	3,428,387
2. Encumbrances as of July 1				0	0	0	0	0
2a. Reappropriation (Legislative Carryover)				40,000,000	20,000,000	0	0	0
3. Beginning Cash Balance				51,006,569	29,112,023	7,217,478	5,322,932	3,428,387
4. Revenues (from Form B-11)				11,122,616	11,122,616	11,122,616	11,122,616	11,122,616
5. Non-Revenue Receipts and Other Adjustments (Suspense Clearing, Borrowing Limit, Deferred Revenue)				0	0	0	0	0
6. Statutory Transfers in: <i>FY23 Supplemental S1196</i>		Fund or Reference:		0	0	0	0	0
7. Operating Transfers in: <i>From ITD - Park Passport Revenue</i>		Fund or Reference:		4,830,000	4,830,000	4,830,000	4,830,000	4,830,000
8. Total Available for Year				66,959,185	45,064,640	23,170,094	21,275,549	19,381,003
9. Statutory Transfers Out:		Fund or Reference:		0	0	0	0	0
10. Operating Transfers Out: <i>To IDL for Shared Forester FTP</i>		Fund or Reference:		0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments (Suspense Clearing, Sales Tax Payable, Refunds)				0	0	0	0	0
12. Cash Expenditures for Prior Year Encumbrances				0	0	0	0	0
13. Original Appropriation				17,847,162	17,847,162	17,847,162	17,847,162	17,847,162
14. Prior Year Reappropriations, Supplementals, Rescissions				40,000,000	20,000,000	0	0	0
15. Non-cogs, Receipts to Appropriation, etc.				0	0	0	0	0
16. Reversions / Projected Reversions				0	0	0	0	0
17. Current Year Reappropriation / Projected Reappropriation				(20,000,000)	0	0	0	0
18. Reserve for Current Year Encumbrances				0	0	0	0	0
19. Current Year Cash Expenditures				37,847,162	37,847,162	17,847,162	17,847,162	17,847,162
19a. Budgetary Basis Expenditures (CY Cash Expenditures + CY Encumbrances)				37,847,162	37,847,162	17,847,162	17,847,162	17,847,162
20. Ending Cash Balance				29,112,023	7,217,478	5,322,932	3,428,387	1,533,841
21a. Prior Year Encumbrances as of June 30, 2021 (FY 2026)				0	0			
21a. Prior Year Encumbrances as of June 30, 2022 (FY 2027)				0	0			
21a. Prior Year Encumbrances as of June 30, 2023 (FY 2028)				0	0			
22. Current Year Encumbrances as of June 30, 2024 (FY 2029)				0	0	0	0	0
22a. Current Year Reappropriation				20,000,000	0	0	0	0
23. Borrowing Limit				0	0	0	0	0
24. Ending Free Fund Balance				9,112,023	7,217,478	5,322,932	3,428,387	1,533,841
24a. Investments Direct by Agency (GL 1203)				0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments				9,112,023	7,217,478	5,322,932	3,428,387	1,533,841
26. Outstanding Loans (if this fund is part of a loan program)								

Notes:

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

AGENDA ITEM
Idaho Park and Recreation Quarterly Meeting
June 3, 2024
IDPR HQ
Boise, ID

AGENDA ITEM: Legislative Idea(s)

ACTION REQUIRED: Approve/Deny Supporting Legislative Ideas

PRESENTER: Seth Hobbs, Program Manager / Susan Buxton, Director

PRESENTATION

BACKGROUND INFORMATION:

All legislation an agency is involved in must be reviewed and approved by the Division of Financial Management (DFM) and the Governor’s Office to determine consistency with gubernatorial policies, and to assess the impact on state agencies and the public. All legislation bearing an agency, or agency employee, name must go through the Executive Agency Legislation System (EALS) process.

The Executive Agency Legislation process timeline is as follows:

- June 14, 2024 – Last day to meet with the Governor’s office and DFM on idea concepts.
- June 21, 2024 – Last day to submit legislative ideas.
- August 9, 2024 – Last day to submit proposed legislation if idea is approved.
- December 13, 2024 – Last day to submit legislative sponsor.

STAFF RECOMMENDATIONS:

IDPR staff recommend supporting the following legislative ideas.

- 1 – Update Idaho Safe Boating fire extinguisher regulation to match the federal regulation.
- 2 – Update legislation to allow point-of-sale monies collected to be used to restock inventory in the same FY.
- 3 – Codify Outdoor Recreation Fund Advisory Council (ORFAC)
- 4 – Restructure OHV user fees (FEE)

IDAPA RULE
 BOARD POLICY

IDAPA FEE

BOARD ACTION REQUIRED

INFO ONLY, NO ACTION REQUIRED

AGENDA ITEM

**Idaho Park and Recreation Board Meeting
Special Board Meeting
June 3, 2024
5657 Warm Springs Ave
Boise, ID**

AGENDA ITEM: City of McCall Boat Launch Fee Request

ACTION REQUIRED: Board Action Required

PRESENTER: Kathy Muir

BACKGROUND INFORMATION:

The City of McCall submitted a request to charge fees at City boat launch which has received Waterways Improvement Fund (WIF) support. The City's request and associated documentation are attached.

The Board may allow fees to be charged pursuant to Idaho Administrative Code and Board policy.

IDAPA 26.01.31.150.02 provides in part, *"The applicant is required to identify any existing or proposed fees associated with the grant request, including existing or proposed facilities. The applicant may propose fees for the use of or access to facilities or real property developed or purchased with grant funds at a level commensurate with the costs of maintenance and upkeep of the facility or real property."*

Board policy 5030, "Fees Associated with Grant Supported Projects" states:

Applicants for grants are asked if they intend to charge fees to use the grant-supported project upon completion. If an entity originally does not indicate a fee but then, after receiving the grant, wishes to charge a fee, the entity must submit a request in writing to the state and federal grant manager. The Board will consider the request at a noticed public hearing using the following four criteria:

1. The fees generated must be utilized only in support of the associated grant project by ordinance or other official means.
2. Public notice must be given with opportunity for public comment.
3. IDPR has the authority to audit the entity to ensure the fees *remain* commensurate with the rate of maintenance.
4. A complete fiscal accounting of why the fees are being proposed is required.

STAFF RECOMMENDATIONS:

Staff recommends Board approval of the request to charge fees at the McCall City boat launch.



City of McCall

PARKS AND RECREATION

www.mccall.id.us

216 East Park Street
McCall, Idaho 83638

Phone 208-634-3006

Main 208-634-7142

Fax 208-634-3038

May 30, 2024

To: Idaho Department of Parks & Recreation

From: The City of McCall, Idaho; Kurt Wolf, Parks & Recreation Director

Re: Establishing Fees at the McCall Public Boat Ramp

Dear Idaho Department Parks & Recreation State and Federal Grant Manager:

The City of McCall Parks & Recreation Department, under the direction of the McCall City Council (“the City”), is proposing to implement a ramp access fee at the McCall Public Boat Ramp. In addition, the City is proposing to implement a commercial-use-permit fee for commercial activity at the McCall Public Boat Ramp. The McCall Public Boat Ramp facilities have received Idaho Department of Parks and Recreation (“IDPR”) grant funding in years past. In 2016, Waterways Improvement Funds were used in conjunction with City and County funds to replace the concrete above the high-water mark to improve ADA accessibility and better retain the shoreline adjacent to the ramp. In 2022, the City received another Waterway Improvement Fund Grant which was used again in conjunction with City and County funds to replace and add additional docks to increase short term moorage. As such, **this is the City’s formal written request to obtain the Board’s approval for moving forward in implementing new fees to offset increased annual maintenance and management costs of the facility due to significant increases in use.**

The City is required to comply with Idaho Code procedures before adopting a fee for any of its services. As part of Idaho Code’s required process, the City must notice and hold a proper public hearing before the City Council may approve a resolution for specific fees. Additionally, Idaho Code states that the City’s fee must be reasonably related to the actual cost of providing the service. Therefore, the City must meet IDPR’s criteria numbers 1 and 2 in order to be in compliance with Idaho Code. The following statements and information show the City’s compliance with the “Idaho State Parks & Recreation Fees Associated with Grant Projects Criteria” for implementing fees:

1. The City will advertise for and hold a public hearing at one of their regularly scheduled City Council meetings in June of 2024 to review and to approve or deny a proposed fee resolution for ramp access fees. (Regular meetings are scheduled for June 13 and June 27).
2. In addition to the fee resolution, an ordinance will be adopted by the Council during the above- mentioned public meetings allocating these fees to maintenance and management of the public ramp and associated lake facilities.

3. The City will comply with any and all requirements from the Department in order for them to have access to documents and records that show the fees remain commensurate with the rate of maintenance.
4. As to why the proposed fees are required: Like many resort communities in our region, the McCall area has seen significant growth and increased recreational use and user types over the past 2-5 years. The McCall Public Boat Ramp is the only municipal ramp on Payette Lake and one of only two boat ramps open to the public on Payette Lake. The other being in Ponderosa State Park. The McCall municipal boat ramp is constrained by challenging existing conditions that make it unfeasible to expand the ramp or increase parking. As a result, the area becomes extremely congested during peak use times requiring significant increases in staff time to mitigate and manage these issues. The increase in use and larger recreational equipment using the ramp have significantly increased wear and tear on the facility and maintenance costs associated with the facility. Additionally, the community has expressed concern regarding the recreational impacts to the water quality of Payette Lake which is also the sole-source for the City's potable water infrastructure. We have an obligation to be good stewards of the watershed and the need to fund and better understand these impacts is crucial. These efforts come at a cost.

Past IDPR Waterways Improvement Funds (WIF) and Valley County Waterways Funds have been utilized with City General Funds for capital improvements over the years. WIF funds and other grant opportunities often require match funding as part of the application process. In addition to offsetting annual maintenance and management costs associated with this facility, fees being proposed at the McCall municipal boat ramp will help generate revenue to cover those match contributions. Furthermore, upcoming project costs to repair subsurface concrete and extend subsurface concrete at the McCall Municipal Ramp will far exceed available WIF funding amounts. Revenue generated from ramp use fees will help fund these much-needed future capital projects.

The City has been and continues to research the extent of the need for funds to maintain and manage lake facilities. We will be revisiting this issue and the fee structure at the end of the 2024 boating season. We have been and will continue to communicate and work with both Ponderosa & Cascade State Park to address any issues that impact their facilities. If needed we will adjust fees structures and the process, to maintain a simple efficient fee structure commensurate with maintenance and management costs of these facilities. This information shows the *immediate* need for funds, and the City will continue to determine if more resources are needed to keep up with its recreation services associated with its water and facilities and will continue to partner with and communicate with Idaho State Parks and Recreation.

Sincerely,



Kurt Wolf
Parks and Recreation Director
City of McCall – Parks & Recreation Dept.

BOAT RAMP ACCESS PERMIT SYSTEM

The following procedure for implementation of a boat ramp fee system is being suggested and will be reassessed and adjusted if needed for the following boating season.

1. The City will use current web based software that the parks and recreation department uses to collect program registration and park reservation fees for online payment via a QR Reader on information signage at the ramp or directly online via the department's website.
2. Ramp permit slips for cash payment will be numbered, inventoried, and considered cash, and will be available at the ramp with a payment drop box.
3. Each ramp permit will have the owner's name, date, boat registration number of the watercraft and simple one-line instructions for displaying.
4. Permits will also be available at City Hall and potentially other business location(s).
5. When the ramp is checked by code enforcement or city staff, those who have not yet purchased will be given the opportunity to do so by QR code or cash payment.
6. Following the first season of implementation, staff will revisit this fee structure and collection process, and adjust if necessary to further streamline and improve both the boaters' experience and the management of the process.

Note: If the Council decides to charge a fee for use of the City boat ramp, we request authorization from the Idaho Department of Parks and Recreation based off grant funding requirements used to repair and improve the City boat ramp in years past.

GRANTS AWARDED:

- WIF Grant for ramp concrete replacement and shoreline stabilization 2015-2017
- WIF Grant for Dock System Expansions and Replacements 2022-2023

Staff and Council Recommendation for initial fees are:

- **\$15.00 Day Use Pass**
- **\$100 Season Pass**
- **\$1,000 Commercial Use Season Permit**

The goal being to keep it as simple as possible for this first year and then assess, review, and adjust if necessary.

Future Considerations for adjustments to fees have included the following thoughts:

- We anticipate doing away with the overnight parking fee at the Mill Street Parking lot in 2025 to further simplify things. The reason we are hesitant to remove it for the 2024 boating season is largely due to timing and getting maps, websites, and literature changed. In addition, we are currently rebuilding the first street parking lot and restricting overnight parking at the Mill Street Parking lot this year would compound the impacts of having the 1st Street parking lot offline this year.
- Separate fees for either in-state and out-of-state boaters or resident and non-resident users.

With in-state/resident fees being lower than out-of-state or non-resident users.

- Tiered fee structure for Commercial Use Permit depending on the level of impact from the commercial use.
- Commercial use permit set annual fee with additional end of season billing based on self-reported total number of launches. (Example: \$1,000 annual commercial permit, and \$2.00-\$5.00 per launch fee that can be passed through.

DIRECT FACILITY ASSOCIATED COSTS TO BE OFFSET BY FEES:

- Annual maintenance cost and cumulative lifecycle replacement cost. Expenses vary from year to year.
- Future capital project expenses or associated grant match contribution expenses to fund future projects. Expenses vary from year to year. We anticipate a significant sub-surface concrete replacement and extension project in the next 5 years.
- Staff a boating and traffic ambassador at the boat ramp facility
 - Annual cost for a full time employee in this pay grade (90 - 95K)
 - Annual cost for a seasonal employee in this pay grade (15 - 20K)
- Costs associated with boater education and marketing expenses.
- On site camera and surveillance monitoring.
- Water monitoring and testing program
 - Estimated at an annual cost of 20 – 25K based on information from Hayden Lake Idaho.

BOAT RAMP AND MILL ST. PARKING ASSOICIATED WITH CITY RAMP



CURRENT SITE IMAGES



COMMUNICATION STRATEGY

1. Website First Strategy searchable webpage, news posts and menu listings.
2. Press Releases, earned media, Mayor Viewpoint, and paid advertising (Newspaper, Visit Magazine)
3. Onsite Sign Installation
 - Display fee, regulations, and safety messaging in designated areas.
 - Kiosk-style, welcome map, interactive QR code /24-hour text code, and waterproof printed collateral for distribution.
4. Distribute updated fees & regulations.
 - Distribute updated printed collateral to appropriate recreation retailers.
 - Digital/printed collateral available for hotels and short-term rental welcome packets.
 - Share Digital/printed resources with all government partners, including Fish and Game.
5. Cross-promotions.
 - Combine our fees and regulations with the County/State seasonal recreation guides.
 - Consider adding a McCall Parks & Recreation supplemental booklet to State/County guides.
 - Work with McCall Area Chamber of Commerce to update their website and visitor aimed social messaging.
6. Direct / Digital
 - Send notifications to opt-on registered users via email, direct mail, and mobile text.
 - Social media with shared to public and private partner sites.
 - Video development focused on boating safety, how to launch, know before you go, fees and regulations.
 - Create digital photos and video assets for future use.
7. Mobile & ADA
 - Providing all available tools including web-based mapping with criteria layering in a mobile-friendly and ADA Compliant interface.

CONCEPTUAL SIGNAGE

BOAT RAMP
THIS IS A PAY FOR USE AREA

City of **McCall**
IDAHO

SEASONAL USE GUIDE
SUMMER | FALL

- \$ Day Use
- \$ Visitor Season Pass
- \$ Resident Season Pass
- \$ Commercial Pass

BOAT RAMP REGULATIONS

- Use at Your Own Risk
- Keep Launch Area Clear
- Trailers & Vehicles Must Be Parked in a Lot after Boat Launch
- No Swimming, Fishing, Paddling, or Water Skiing from Dock or Ramp Area

WELCOME TO BOAT RAMP PLEASE USE RAMP IN A TIMELY MANNER

- Legacy Park 1 Minutes
- Mill St. Parking 2 Minutes
- Coffee 1 Minute
- Lake Street Shops 5 Minutes
- Brown Park 2 Minutes

SCAN OR TEXT FOR PARKING INFORMATION

Text "PARK" to (208) 271-9002

No Smartphone? Call 208-634-7142

FEE AREA **1200 E. Lake Street**