

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ 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.

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 ASSOCIATED 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





SEASONAL USE GUIDE
SUMMER | FALL

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



BOAT TRAILER PARKING

- **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



TRAILER PARKING



**PUBLIC WORKS
SNOW STORAGE**

**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