

U.S. Department of the Interior Bureau of Land Management

February 2023

2023 Modified Recreation Site Business Plan

Cedar City Field Office, Utah







Southview Trailhead

Overview of Modified, Increased and New Site Fees

The Cedar City Field Office is proposing to accept the America the Beautiful Federal Recreational Lands passes in conjunction with fee increases which, depending on the pass type and facility type, may allow for a discounted fee rate (see section V on pg. 13 for more details). Additionally, campground fees would be increased if new water facilities are installed, as identified in this plan.

Rocky Peak Campground

- Increase individual site fee from \$5 to \$12.
- Eliminate reservations of the entire campground as a group site.
- Eliminate the Pavilion Reservation Fee (pavilions are now part of the two group sites).

Pyramid Ridge Campground

- Increase individual site fee from \$5 to \$12.
- Increase group site fee from \$20 to \$30 and, if a pavilion is installed, to \$40.

Hanging Rock Campground

- Eliminate day use fee and fee structure dependent on the size of the shade shelter.
- All campsites would be \$12.

Ranch Canyon Campsite

• Suspend fee structure until amenities are upgraded and, when campsite amenities are upgraded, implement a \$12 individual site fee and \$75 if a yurt is installed.

Future Sites-Coal Creek Campground, Bear Rock and South Creek Campground

- Increase individual site fee from \$5 to \$12.
- Increase group site fee from \$20 to \$30 and to \$40 if a pavilion is installed.

New No Minimum Use Fee Sites (5 Sites)

• Mammoth Crossing, "C", Spring Creek, Bone Hollow and "C" Overlook trailheads.

New Fee Site-Three Peaks Paint Ball Complex

• \$2 per day, \$25 yearly pass and \$220 group use reservation.

Sites With No Changes-Three Peaks RC Car Track and Three Peaks Model Port

• \$2 per day, \$25 yearly pass and \$220 group use reservation.

Existing No Minimum Use Fee No Change (12 Sites)

• Continue to manage site fee as is.

Current Yearly Revenue- \$15,000 **Current Yearly Operating Cost-** \$57,000

Projected Revenue with New Sites and Increased Fees- \$125,000 **Projected Yearly Net Revenue-** \$43,000 United States Department of the Interior Bureau of Land Management Color Country District Cedar City Field Office February 2023

RECOMMENDATIONS, REVIEWS and APPROVALS

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This business plan was prepared pursuant to the "Federal Lands Recreation Enhancement Act, 2004" (P.L. 108-447) and BLM recreation fee program policy. It establishes future management goals and priorities for the Recreation Use Permit program in the BLM Cedar City Field Office.

2023 Modified Recreation Site Business Plan | BLM Cedar City Field Office

Date

Date

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2023 Modified Recreation Site Business Plan | BLM Cedar City Field Office

I. Executive Summary

This Business Plan has been prepared to inform the Secretary of the Interior, local government, managers and the public of the proposed implementation of fees at recreation sites throughout Iron and Beaver counties, Utah. The Cedar City Field Office (CCFO) is seeking Resource Advisory Council (RAC) input and recommendation to approve the 2023 Cedar City Field Office Modified Recreation Site Business Plan. This business plan, upon approval, would make the following changes and otherwise represents a continuation of the approved <u>2018 Cedar City Field Office Recreation Site Business Plan</u>. Significant changes from the 2018 approved business plan are highlighted in **bold text** and the 2018 approved business plan can be accessed <u>here</u> for comparison.

Previously Approved Fee Sites (2018)

Modify or increase fees for existing campgrounds at the following locations:

- Rocky Peak Campground
- Pyramid Ridge Campground
- Ranch Canyon Campsite
- Hanging Rock Campground

Increase fees for future campgrounds at the following locations:

- Coal Creek Campground
- Bear Rock Campground
- South Creek Campground

Maintain existing fees for day use sites at the following locations:

• Three Peaks Model Port and RC Track

Proposed New Fee Sites

No Minimum Use Fee

- Mammoth Crossing Trailhead
- Bone Hollow Trailhead
- "C" Overlook Trailhead
- "C" Trailhead
- Spring Creek Trailhead

Day Use Fee

• Three Peaks Paintball Complex

This Business Plan has been prepared to meet the criteria defined in the "Federal Lands Recreation Enhancement Act, 2004" (FLREA). The Bureau of Land Management (BLM) originally began collecting fees for the recreational use of public lands under the authority of the Federal Land Policy and Management Act (1976) – known as BLM's organic act. More recently, the authority and rules for fee collection were changed or amended by the FLREA of 2004. This business plan has been prepared to meet the criteria defined in the FLREA. The FLREA provides the BLM with

the authority to collect an expanded and/or standard amenity recreation fee for use of certain areas, as well as Special Recreation Permit (SRP) fees. These fees are to be retained locally and FLREA outlines how revenues are to be used. The first standard and expanded CCFO amenity fees were approved in fiscal year (FY) 2018 and implemented at multiple sites in FY 2020.

FLREA guidelines and the BLM 2930 Manual and Handbook require that each fee program have a business plan which thoroughly discusses proposals for new or adjusted fees and explains how fees are consistent with FLREA criteria. Business plans are to assist management in determining the appropriateness and level of fees, cost of administering fee programs, outline how fees will be used and provide a structured communication and marketing plan. The primary purpose of the plan is to serve as public notification and input opportunity for recreation fee structures and planned use of recreation fee revenues.

II. Background and Authorities

The authorities and regulations for this business plan, including fee collection for campgrounds and day use sites:

- The Federal Land Policy and Management Act (FLPMA), 1976, [Public Law 94-579], contains BLM's general land use management authority over the public lands and establishes outdoor recreation as one of the principal uses of those lands. Section 302(b) of FLPMA directs the Secretary of the Interior to regulate through permits or other instruments the use of public lands. Section 303 of FLPMA contains BLM's authority to enforce the regulations and impose penalties.
- The Federal Lands Recreation Enhancement Act (FLREA), 2004, repealed applicable portions of the Land and Water Conservation Fund Act, 1964, and replaced BLM's authority to collect recreation fees in 2004. This current law authorizes BLM to collect recreation fees at sites that meet certain requirements, allows BLM to keep the fee revenues at the local offices where they were collected, and directs how BLM will manage and utilize these revenues. FLREA also established the America the Beautiful The National Parks and Federal Recreational Lands Pass Program.
- 43 Code of Federal Regulations (CFR) 2931.2(b), establishes a permit and fee system for recreation use permits for use of fee areas such as campgrounds. Further, CFR 2933.11 identifies sites where users are required to obtain a recreation use permit as sites "where we provide or administer specialized facilities, equipment, or services related to outdoor recreation."

This modified business plan has also been prepared pursuant to all applicable BLM recreation fee program policies and guidance, including:

- BLM Recreation Permits and Fees Manual (2930)
- BLM Recreation Permit and Fee Administration Handbook (2930-1)
- BLM Utah Instruction Memorandum UT 2007-056: Fee Site Business Plan Development and Business Plan Outline
- BLM Utah Instruction Memorandum UT 2013-037: Utah Recreation Fee Program Toolbox

The BLM strives to manage recreation and visitor services to serve the diverse visitor outdoor recreation demands while helping to maintain sustainable setting conditions needed to conserve public lands. The BLM's goals for delivering recreation benefits from BLM-managed public lands to the American people and their communities are:

- Improve access to appropriate recreation opportunities.
- Ensure a quality experience and enjoyment of natural and cultural resources.
- Provide for and receive fair value in recreation.

This modified business plan will assist the CCFO in meeting these visitor service goals.

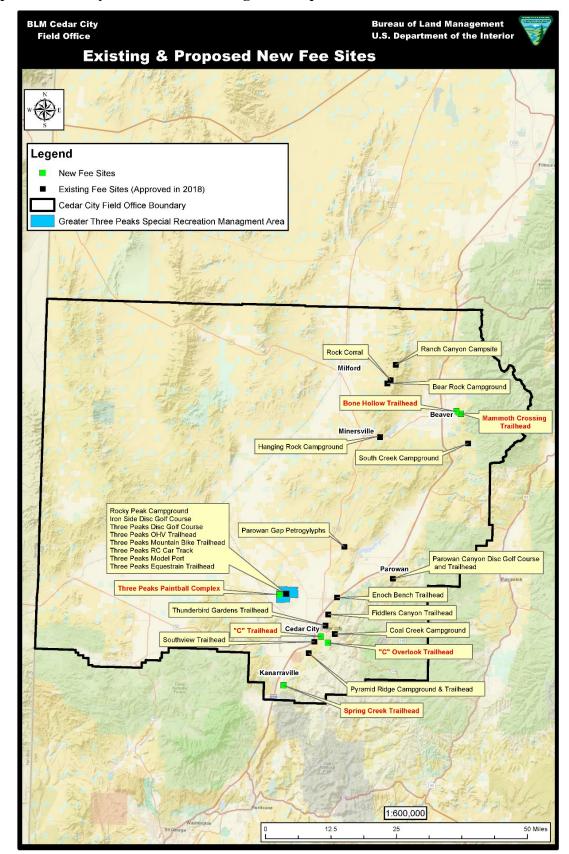
III. Introduction to the Cedar City Field Office Recreation Fee Program

A. Administrative Unit

The CCFO of the Color Country District is the administrative unit for the WBS# LVRDUT380000 account to which fees are collected and accrued and are used for recreation facility improvement, maintenance and management. The CCFO manages approximately 2,128,000 acres of public lands in Iron and Beaver counties and is in Utah Congressional District 2.

B. Cedar City Field Office Recreation Program and Visitation

The CCFO, located in southwestern Utah, has a diverse and unique recreation program. Recreation within the CCFO is mostly dispersed and undeveloped with a few developed recreation facilities throughout Iron and Beaver counties. The CCFO's western landscapes offer diverse opportunities for hunting, camping, rock climbing, vehicular exploring, hiking, mountain biking and horseback riding. The main developed recreation area within the CCFO is the Greater Three Peaks Special Recreation Management Area (GTPSRMA) 10 miles northwest of Cedar City. This Special Recreation Management Area was developed in conjunction with Iron County, residents and interest groups. The GTPSRMA offers a variety of recreation opportunities such as mountain biking, off-highway vehicle OHV activities, camping, horseback riding, rock crawling, radio control car track and flying field, rock climbing, disc golf and hiking. Some of the other recently developed recreation sites outside of Three Peaks are the Iron Hills, Thunderbird Canyons, Evil Water and Beaver Bench Trail systems, along with the Hanging Rock Campground, Pyramid Ridge Campground and Parowan Canyon Disc Golf Course and Trailhead.



Map 1: Cedar City Field Office Existing and Proposed New Fee Sites

2023 Modified Recreation Site Business Plan | BLM Cedar City Field Office

Visitation to BLM-managed public lands in the CCFO is currently moderate compared to some other recreation areas in Utah. Table 1 compares visitation over the past 10 years for BLM-managed public land in the CCFO, Dixie National Forest near Cedar City, Utah, BLM St. George Field Office, Zion National Park and Cedar Breaks National Monument. Demand is increasing for all these recreation destinations and is anticipated to increase greatly in the future. The CCFO use data provided in Table 1 is derived from vehicle and user counters placed at recreation destinations. Though recreation use has fluctuated over the past 10 years, the overall use is higher at developed sites and campgrounds.

Year	Cedar City Field Office BLM	St. George Field Office BLM	Zion National Park	Dixie National Forest	Cedar Breaks National Monument
2012	371,532	537,102	2,995,507	773,789	631,809
2013	433,760	515,490	2,829,287		466,450
2014	452,110	511,438	3,211,596	787,000	762,907
2015	492,141	542,610	3,662,220		793,601
2016	507,591	584,090	4,317,028		899,676
2017	564,864	611,849	4,504,812		909,199
2018	256,266	274,013	4,320,033		644,515
2019	738,587	364,849	4,488,268	735,000	579,861
2020	303,483	470,500	3,591,254		845,867
2021	341,792	590,620	5,000,000		772,886

Table 1: Recreation Visits to Nearby Public Lands

[NPS Data -irma.nps.gov/STATS/] [BLM Data from RMIS] [USFS data from https://apps.fs.usda.gov/nvum/results]

C. Applicable Management Plans

Cedar, Beaver, Garfield, Antimony (CBGA) Resource Management Plan, approved Oct. 1, 1986, as amended to designate the GTPSRMA (Feb. 24, 2006) and EA UT-040-03-17 dated Dec. 2, 2005.

• Decision B.1: Manage the CGBA planning area as an Extensive Recreation Management Area (ERMA), utilizing extensive, unstructured and custodial management principles. This decision was amended to designate the Greater Three Peaks Special Recreation Management Area.

Pinyon Management Framework Plan, approved June 10, 1983).

• Objective R-1: Manage the Pinyon Planning Unit as an extensive recreation management area providing recreation opportunities ranging in spectrum from roaded natural to primitive as indicated on the Recreation Opportunity Spectrum Overlay. Minimal management actions related to the Bureau's stewardship responsibilities are adequate in this area.

Greater Three Peaks Special Recreation Management Area Plan, approved Dec. 2, 2005

• Greater Three Peaks Special Recreation Management Area Plan identifies management direction for all recreation activities within the SRMA.

IV. Description of Existing and Proposed Recreation Sites and Fees

The CCFO has been successful in collecting standard and expanded amenity fees for the past three years (FY 2020, 2021 and 2022) at various locations. The fee collection has been very successful at Parowan Gap Visitor Site, Southview Trailhead, Rocky Peak Campground, and Pyramid Ridge Campground. Despite successful fee collection the amount of funds collected does not cover the cost of maintaining the sites. Revenue from SRPs, standard and expanded amenity fees, federally allocated funds, grants, and contributions from Iron and Beaver counties currently subsidize the shortfall in fee collections for the construction, maintenance, and management of recreation sites within the CCFO.

A. CAMPGROUND FEE SITES

All current and future campgrounds within the CCFO would fall under the Expanded Amenity criteria of the FLREA. For the campgrounds to be included in the expanded amenities category, they must meet the criteria of providing at least five out of the nine identified amenities required by FLREA, (*see table 2 below*).

Expanded Amenity Recreation Fee Criteria	Rocky Peak	Hanging Rock	Ranch Canyon	Pyramid Ridge	Coal Creek* Planned Amenities	South Creek* Planned Amenities	Bear Rock* Planned Amenities
Tent or trailer spaces	Х	Х	Х	Х	Х	Х	Х
Picnic tables	Х	Х	Х	Х	Х	Х	Х
Drinking water					Х		
Access roads	Х	Х	Х	Х	Х	Х	Х
The collection of the fee	Х	Х	Х	Х	Х	Х	Х
Reasonable visitor protection	Х	Х	Х	Х	Х	Х	Х
Refuse containers	Х	Х		Х	Х		
Toilet facilities	Х	Planned for 2023		Х	Х	Х	Х
Simple devices for containing a campfire	Х	Х	Х	Х	Х	Х	Х
Sites with an * are	Sites with an * are not developed or do not currently meet the expanded amenity fee criteria, but will in the future and before charging fees.						

Table 2: Campground Amenities

All established campgrounds currently have most of the identified required amenities under FLREA to charge an expanded amenity recreation fee. This modified business plan seeks authorization to increase and modify fees at four existing sites (Hanging Rock, Pyramid Ridge and Rocky Peak campgrounds and Ranch Canyon Campsite) and establish new baseline fees at proposed future campgrounds at three locations (South Creek, Bear Rock and Coal Creek

campgrounds). Before the expanded amenity fee is charged the identified required amenities under FLREA will be completed at each of the three proposed campgrounds.

Future improvements may include drinking water at the Rocky Peak and Pyramid Ridge campgrounds and a toilet and water facilities at the Hanging Rock Campground. The Coal Creek Campground would be constructed similarly to the Pyramid Ridge Campground.



Examples of Amenities Being Provided at Campgrounds with Proposed Increased Fees

Individual Campsite at Rocky Peak Campground

Group Site 1 at Rocky Peak Campground



Large Pavilion at Hanging Rock Campground



Trash Receptacle at Pyramid Ridge Campground

-	Rocky Peak	10	Pyramid Ridge	Ranch Canyon
Campground	Campground	Hanging Rock Campground	Campground	Campsite
Year Facility	2006- updated	• •		•
Built	2022	2013- updated 2022	2021	2017- Acquired
Primary Recreation Activities	Camping for large groups such as Southern Utah University (SUU) classes, youth groups, family reunions	Camping, picnicking, fishing, bird watching, hiking, horse backing	Camping, picnicking, mountain biking, hiking, bird watching	Camping, picnicking, hunting, hiking, horse backing
Current Individual Site Fee	\$5	\$5	\$5	\$5
Current Group Site Fee	\$40	N/A	\$20	N/A
Number of Individual Sites	10	6	13	1
Number of Group Sites	2 Large enough for 25-50 people	l Large Pavilion may be used as a group site	1 Large enough for 15-30 people	Site can accommodate a large group with multiple tents or RVs or can be used as an individual site
Location	Approximately 12 miles NW of Cedar City, UT	Approximately 3 miles east of Minersville, UT	Approximately 5 miles south of Cedar City, UT	Approximately 13 miles east of Milford, UT
Average Nights Used Per Year	2022- 791 2021- 365 2020- 384 Site went to <i>use by</i> <i>reservation only</i> on Rec.gov in May 2022	2018-70 Estimated. No fee has been charged at this site since the 2018 business plan was approved. Site will be scan and pay starting Dec. 2022	2022- 1,200 2018- 300 Estimated Site went to <i>use by</i> <i>reservation only</i> on Rec.gov in May 2022	2022- 0 2021- 2 2018-20 Estimated
Current Revenue	2022- \$6,059 2021- \$3,474 2020- \$2,594	\$0	2022-\$6,046	2022- \$0 2021- \$10 2020- \$0

Table 3: Description of Existing Campgrounds

B. DAY USE FEE SITES

All day use sites except for the Three Peaks RC Track, Three Peaks Model Port and Three Peaks Paintball Complex would be managed as no minimum use fee or donation sites. Donations and the no minimum use fee may be collected through an Iron Ranger on-site. In the future, no minimum use fee and donations may also be collected through scan and donate or other e-payment options being developed by Recreation.gov. Donation options discussed throughout this document are managed separately from and are not bound by the FLREA requirements and are included here to provide a comprehensive outlook on public funds that can be used to support recreation facilities.

All current and future day use sites listed below within the CCFO would fall under the standard amenity criteria of FLREA. For the day use sites to be included in the standard amenities category they must meet the criteria of providing significant opportunities for outdoor recreation; have substantial Federal investments; be able to collect fees and contain all the following amenities: designated developed parking, permanent toilet facility, permanent trash receptacle, interpretive sign, exhibit or kiosk, picnic tables and security services.

	Year Facility Built	Primary Recreation Activities	Current Site Fee	Location	5-Year Average Annual Site Use 2017-2021
Three Peaks Model Port	2006	Flying radio control airplanes and helicopters	\$2 daily fee or \$25 yearly pass	10 miles NW of Cedar City	2,200
Three Peaks RC Track	2018- updated 2022	Driving remote control cars	\$2 daily fee or \$25 yearly pass	10 miles NW of Cedar City	6,000
Three Peaks Mountain Bike Trailhead	2006	Mountain biking, walking, trail running	No Minimum Use Fee	10 miles NW of Cedar City	7,450
Three Peaks Equestrian Trailhead	2006	Staging for equestrian riding	No Minimum Use Fee	10 miles NW of Cedar City	2,287
Three Peaks OHV Trailhead	2006	Staging for OHV riding	No Minimum Use Fee	10 miles NW of Cedar City	17,211
Iron Side Disc Golf Course	2016	Disc golfing	No Minimum Use Fee	10 miles NW of Cedar City	These two sites share a parking lot
Rock Corral Day Use Site	1980 Upgraded- 2015	Picnicking, rock hounding, climbing, hiking,	No Minimum Use Fee	10 miles east of Milford	6,449
Parowan Gap Petroglyphs Visitor Site	2013	Sightseeing, picnicking	No Minimum Use Fee	15 miles north of Cedar City	98,656
Southview Trailhead	2016	Mountain biking, walking, trail running	No Minimum Use Fee	Adjacent to Cedar City on the south end of town	16,718
Thunderbird Gardens Trailhead	2016	Mountain biking, walking, trail running	No Minimum Use Fee	Within Cedar City boundary on the east side of town	42,123 New disc golf course opened in April 2019
Three Peaks Disc Golf Course	2015	Disc golfing	No Minimum Use Fee	10 miles NW of Cedar City	5,000 Estimated

 Table 4: Day Use Site Description

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	Year Facility Built	Primary Recreation Activities	Current Site Fee	Location	5-Year Average Annual Site Use 2017-2021
Pyramid Ridge Trailhead	2017	Mountain biking, walking, trail running	No Minimum Use Fee	5 miles SE of Cedar City	10,000 Estimated
Parowan Canyon Disc Golf Course and Trailhead*	2017	Disc golfing, mountain biking, walking, trail running,	Donation	2 miles south of Parowan	15,000 1 year of use data collected in 2022
Fiddlers Canyon Trailhead*	N/A	Mountain biking, walking, trail running	No Minimum Use Fee	0.5 miles east of Cedar City	15,000 Estimated
Enoch Bench Trailhead*	N/A Projected for 2023	Mountain biking, walking, trail running	No Minimum Use Fee	On the east side of Enoch	5,000 Estimated
		New Fee	Sites		
Three Peaks Paintball Complex*	2020	Paintball and airsoft competitions	N/A	12 miles northwest of Cedar City	3,000 Estimated
Spring Creek Trailhead*	2018	Hiking, backpacking, wildlife viewing	Donation	15 miles south of Cedar City	31,735
Mammoth Crossing Trailhead*	2020	Mountain biking, walking, trail running	N/A	1 mile east of Beaver City	7,512 2-year average 2020 and 2021
Bone Hollow Trailhead*	N/A Projected for 2023	Mountain biking, walking, trail running	N/A	1 mile northeast of Beaver City	5,000 Estimated
"C" Overlook Trailhead*	1995	Sightseeing, mountain biking, walking, trail running, picnicking	N/A	3 miles east of Cedar City	65,000
"C" Trailhead*	1995	Mountain biking, walking, trail running	N/A	Adjacent to Cedar City on the east side of town	15,000
Sites with an *	* do not currer	ntly meet the Standar	d Amenity Fee cr	iteria but may in th	he future.

Examples of Day Use Fee Sites in The Cedar City Field Office



Three Peaks Model Port

Three Peaks RC Car Track



Rock Corral Day Use Site

Three Peaks Disc Golf Course

V. Proposed New Recreation Fee Rates

A. Below are the proposed fee rates for each recreation site that meets the standard or expanded amenity fee criteria. The CCFO is proposing to accept the America the Beautiful Federal Recreational Lands Passes in conjunction with fee increases, which may allow for a discounted fee rate depending on the pass type and facility type (shown in Table 5). Per standard rules the Annual, Military, Senior, Access, 4th Grade and Volunteer America the Beautiful Passes allows up to four adult visitors no-cost use of standard amenity sites. Senior and Access passes allow for discounts to expanded amenity sites, which include a 50% discount for an individual campsite and exclude discounts for group sites. Current and Proposed Fee Structure for Each Site

Rocky Peak Campground					
Expanded Amenity Recreation Fee	Fee 1	Fee 2 If Drinking Water System Installed			
Individual Site	\$5 Current Fee, Approved 2018	\$10 Current Fee, Approved 2018 \$20 Proposed Fee			
\$12 Proposed Fee\$20 Proposed FeeGroup Site (2) includes a large pavilion, a large fire ring and room for RVs or large tents and car parking. Each site accommodates 35-50 people.\$40 Proposed Fee\$60 Proposed Fee\$60 Proposed Fee					
The full campground reservation would be eliminated, and group camping would be accommodated by two newly developed group-specific sites. The pavilion reservation l would also be eliminated and will be incorporated into the group sites. The pavilions could be reserved in connection with the group sites.					

Table 5: Rocky Peak Campground Fee Modification and Increase

Table 6: Hanging Rock Campground Fee Modification and Increase

Hanging Rock Campground				
Expanded Amenity Recreation Fee	Fee 1		-	ee 2 er System Installed
	Current Fee Approved 2018		Current Fee	Approved 2018
Individual Campsite	Day Use- \$6	Camping- \$8	Day Use- \$8	Camping- \$12
Large Pavilion	Day Use- \$5	Camping- \$6	Day Use- \$7	Camping- \$10
Small Pavilion				
	\$12 Proposed	Fee- Camping	\$20 Proposed	Fee- Camping
Parking and River			E	
Access	Free Free			ree
The fee structure would be changed to a flat rate rather than basing it on the shade shelter size. Day use fees would also be eliminated.				

	Ranch Canyon Campsite					
Expanded Amenity Recreation Fee	Fee 1 First Come, First Served- Primitive Site	Fee 2 If Site Amenities are Improved	Fee 3 If Yurt is installed			
Group Site Fee- This site would revert to a first come, first served site until site amenities are improved.	\$5 Current Fee, Approved 2018 \$0 Proposed Fee	\$10 Current Fee, Approved 2018 \$12 Proposed Fee- Camping	(Not identified in the previous business plan) \$75 Proposed Fee			
	The camping fee would be suspended until significant improvements are completed. When the site is improved the fee structure would be based on which improvement is completed.					

Table 7: Ranch Canyon Campsite Fee Modification and Increase

Table 8: Pyramid Ridge Campground Fee Increase

Pyramid Ridge Campground				
Expanded Amenity Recreation Fee	Fee 1	Fee 2 If Drinking Water is Installed		
Individual Campsite	<i>\$5 Current Fee, Approved 2018</i> \$12 Proposed Fee	\$10 Current Fee, Approved 2018 \$20 Proposed Fee		
Group Site	\$20 Current Fee, Approved 2018 \$30 Proposed Fee- no Pavilion \$40 Proposed Fee- with Pavilion	Current Fee Approved (\$25) \$60 Proposed Fee		

Table 9: Coal Creek, Bear Rock and South Creek Campgrounds Fee Increase

Coal Creek*, Bear Rock* and South Creek Campgrounds*				
Expanded Amenity Recreation Fee	Fee 1	Fee 2 If Drinking Water is Installed		
Individual Campsite	\$5 Current Fee, Approved 2018 \$12 Proposed Fee	\$10 Current Fee, Approved 2018 \$20 Proposed Fee		
Group Site	\$20 Current Fee, Approved 2018 \$30 Proposed Fee- no Pavilion \$40 Proposed Fee- with Pavilion	\$25 Current Fee, Approved 2018 \$60 Proposed Fee		
Campgrounds with an * are not currently constructed.				

Table 10: New No Minimum Use Fee Sites

"C" Over	oth Crossing* look Trailhead* Frailhead*	Spring Creek Trailhead* Bone Hollow Trailhead*	
Standard Amenity Recreation Fee		Fee	
Day Use	Pay Use Proposed Fee- No Minimum Use Fee or Donation		
Sites with an * do not currently meet the Standard Amenity Fee Criteria.			

Table 11: Three Peaks Paintball Complex New Fee Site

Three Peaks Paintball Complex			
Standard Amenity Recreation Fee Fee			
Day Use- Per Person	Proposed Fee- \$2 per day \$25 yearly pass \$220 exclusive use reservation		
Age 16 and under	Free		

Table 12: Three Peaks Model Port and RC Track No Changes

Three Peaks Model Port and RC Track					
Standard Amenity Recreation Fee Fee					
Pilot/Driver Fee	\$2 per day \$25 yearly pass \$220 exclusive use reservation				
	\$0 yearly pass for 10 hours of volunteer maintenance contributed				
Pilots/Drivers Under Age 16 Free					

Table 13: Sites with No Changes

Three Peak Three Peak Parowan (Sout Thunderb	Mountain Bike TH as Equestrian TH s OHV Trailhead Gap Petroglyphs thview TH ird Gardens TH s Disc Golf Course	Iron Side Disc Golf Course Rock Corral Day Use Site Pyramid Ridge TH Fiddlers Canyon TH* Enoch Bench TH* Parowan Canyon Disc Golf Course and TH*	
Standard Amenity Recreation Fee	Fee		
Day Use	Current Fee Approved 2018 No Minimum Use Fee Pay for what your experience is worth		
Sites with an * do not currently meet the Standard Amenity Fee Criteria.			

B. Expanded Amenity Reservation Services

CCFO will use various e-commerce technologies, as directed in BLM Instruction Memorandum 2022-019, to provide recreation visitors opportunities to find, reserve and pay for campsites and day use within the field office. Most of these options are provided through the interagency reservation service Recreation.gov.

If the CCFO decides to make reservation services or other types of e-commerce options available in the future, an expanded amenity fee for reservation services would be charged in addition to any other standard or expanded amenity fees in accordance with 16 U.S.C. 6802(g)(2)(G). Reservation services fees could range from \$0.50 to \$10 depending on the type of service provided. The reservation service fee is subject to contracting requirements and will be adjusted with contract changes or with future updates to the business plan. For visitors who wish not to pay the expanded amenity fee of reservation services, the traditional iron ranger with Recreation Use Permit (RUP) envelopes will exist until the field office moves the fee area completely to e-commerce options and/or the RUP envelope is no longer available for payment.

VI. Expenditures and Operating Costs

For the past three years of fee collection, the average revenue has been approximately \$10,543 from set fee sites and \$4,693 from sites that have no minimum use fee for a total average revenue of \$15,236 per year. The BLM Recreation Permit Administration Handbook is clear that "The intent of the fee program is not to maximize revenue, but rather to provide needed public services while protecting and enhancing public lands and recreation opportunities" (*Recreation Permit Administration Handbook, page 53*). Recreation Use Permits (RUPs) are issued to ensure that the people of the United States receive a fair and equitable return for the use of these facilities to *help* recover the cost[s]..." (*Recreation Permit Administration Handbook, page 9*). This business plan accurately describes operating expenses and revenue as well as identifies options to help recover some of those operating costs.

The largest annual cost for developed recreation sites has been the cleaning contract for toilets and trash removal. The other incurred cost is the labor, materials and vehicle cost for BLM personnel completing maintenance, monitoring and managing the recreation sites. These expenses are recurring and are currently paid for through fee collection from SRPs, RUPs and federally allocated funds.

Each year the CCFO issues contracts to have the facilities cleaned at developed recreation sites. The sites are generally under contract to be cleaned year-round. For November–March each site receives one cleaning per month and for April–October most of the sites are cleaned once a week. A cleaning visit includes cleaning and deodorizing the toilets, picking up litter, washing off tables and benches and replacing all needed toiletries. This currently includes a total of 13 toilet vaults and one double-flushing toilet facility, 35 tables and 13 kiosks. The vault toilets need to be pumped and recharged every two to three years resulting in a small expense. The CCFO Outdoor Recreation Planner acts as the contracting officer's representative in conjunction with a Park Ranger who monitors the performance of the contractor and performs annual facility maintenance as needed. Other BLM staff that support the recreation sites include BLM Law Enforcement Rangers who monitors for compliance and visitor safety, recreation staff members who oversee recreation use monitoring with the support of seasonal recreation interns, and facilities maintenance staff

Operations and one-time facility costs have been funded from a variety of sources including SRPs, RUPs, grants and deferred maintenance accounts.

Recreation Site and Year Constructed	Staff Labor	One-Time Facility Costs	Estimated Total Construction Expenditures
Rocky Peak Campground 2006-2009 Initial Installation (Upgraded 2022)	\$20,000 Estimated Cost	Fire rings, Cement Tables 2 Double Vault Toilets, 2 Large Pavilions 2 Kiosks, Gravel/Grading, Fencing,	\$650,000
Three Peaks Model Port 2006 Initial Installation (Runway Paved in 2015)	\$15,000 Estimated Cost	1 Single Vault Toilet, 1 Large Pavilion 2 Cement Benches, Runway Fencing 1 Kiosk, Gravel/Grading Runway Pavement Additional Cement Pad, Iron Ranger	\$200,000
Hanging Rock Campground 2014 Initial Installation (Upgraded 2022)	\$7,000 Estimated Cost	1 Large Pavilion, 3 Small Pavilions with Fire Rings, Cement Picnic Tables, 1 Kiosk, 1 Iron Ranger, Roadbase and Grading, Fencing	\$350,000
Pyramid Ridge Campground	\$30,000 Estimated Cost	Fire rings, Cement Tables 1 Single vault Toilet 2 Kiosks, Large Trash Receptacle Gravel/Grading, Fencing	\$350,000
Three Peak RC Car Track	Contracted	Drivers Platform, Fencing, Cement work	\$150,000

Table 14: Facility Installation Cost for Set Fee Sites

Recreation Set Fee Site	Staff Tir BLM Fu Supp	rnished	shed Includes toilet pumping and		Average Operating Cost Per Year	Yearly Average Revenue 2019-2022
Rocky Peak Campground	\$6,000 \$200	Labor Supplies	\$5,280 \$500	Facility Cleaning Toilet Pumping	\$11,980	\$4,042
Ranch Canyon Campsite	\$500 \$100	Labor Supplies	\$0 \$0	Facility Cleaning Toilet Pumping	\$600	\$10
Pyramid Ridge Campground	\$7,000 \$200	Labor Supplies	\$2,625 \$500	Facility Cleaning Toilet Pumping	\$10,325	\$6,046
Hanging Rock Campground	\$3,000 \$200	Labor Supplies	\$0 \$0	Facility Cleaning Toilet Pumping	\$3,200	\$0
Three Peaks RC Track	\$375 \$100	Labor Supplies	\$1,980 \$100	Facility Cleaning Toilet Pumping	\$2,555	\$198
Three Peaks Model Port	\$375 \$100	Labor Supplies	\$840 \$100	Facility Cleaning Toilet Pumping	\$1,415	\$247
No Minimum Use Fee sites	\$5,000 \$500	Labor Supplies	\$19,275 Facility Cleaning \$2,000 Toilet Pumping		\$26,775	\$4,693
Total	\$23,650		\$33,200		\$56,850	\$15,236

VII. Recreation Site Revenue

Fees have been collected for multiple sites over the past three years. CCFO is currently operating at a net loss of - \$41,614 annually (not including capital investment of infrastructure costs).

The modification of recreation fee rates is projected to increase revenue. The projected revenues are expected to exceed the current annual operating cost by approximately \$68,150 annually. This projected revenue does not account for the cost of operating new sites which is estimated to be at least \$25,000 annually and would make the projected annual revenue approximately \$43,150.

Projected Annual Revenue before operating costs (Table 17)	Current Annual Operating Cost existing sites (Table 15)	Estimated Operating Cost of New Sites	Projected Annual Revenue after operating costs
\$125,475	\$56,850	\$25,000	\$43,150

Table 16: Projected Annual Revenue

\$125,47 - \$56,850 - \$25,000 = \$43,150

Funds collected above and beyond the operating cost would be used for maintenance of sites, hiring additional staff and purchasing larger infrastructure items such as restrooms to further improve the sites. For example, in 2022 the Rocky Peak Campground received a significant amount of damage from an isolated rainstorm which resulted in unforeseen repairs. The repairs are being paid out of funds collected from SRPs and not fees generated by the campground. Increasing fees would allow unforeseen repairs and maintenance to be completed in a timely manner from funds generated by the site rather than utilizing other funds. Currently, the CCFO has two full-time recreation staff and typically one intern. The workload associated with increased demand for recreation and maintaining fee sites continually stretches staff thin and at times does not allow for the highest customer care. The Pyramid Ridge Campground currently only has one single-vault restroom that serves the campground and trailhead, which needs additional cleaning by the BLM staff beyond what is covered by the cleaning contract. An additional restroom for Pyramid Ridge campground would better accommodate the volume of use and increasing the site fee would allow for the purchase of a new restroom while improving visitor satisfaction.

The projected use data for each site has been gathered in various ways. For day use sites, a vehicle or user counter has been used to determine the number of users per day/year and the average amount of fee dollars collected. Use at campgrounds has been calculated from RUP envelopes and reservations made through Recreation.gov.

Projected revenues are based on current visitor use, though recreation use will more than likely increase in the future. Use at campgrounds with reservable sites has increased by 100 percent since 2021 when the sites were first come, first served.

Projecting the amount of future revenue for no minimum use fee or donation sites is very difficult because many will pay depending on what type of experience they have or how often they use the site. For example, local visitors may opt to pay or donate less than non-local visitors do because

they are frequent users. It is anticipated that many visitors will pay a higher rate than what is currently projected. This assumption is based on the type of experience visitors are seeking, their willingness to pay for an experience with a longer duration and higher user satisfaction.

The CCFO anticipates a greater success rate for no minimum use fee or donation sites as Recreation.gov develops the scan and donate option. This will allow users to pay with a mobile device and will help eliminate theft from fee tubes while increasing the number of fee dollars being generated.

Set Fee Site	RUPs Sold in 2022 (Sites went on Rec.gov in May 2022)	Projected RUPs Sold	Proposed Fee	Projected Revenue	
Rocky Peak	752 Individual RUPs	2,000 Individual Sites	\$12	\$24,000	
Campground	39 Group Site RUPs	75 Group Sites	\$60	\$4,500	
Pyramid Ridge Campground	1,200 Individual Site RUPs 5 Group Site RUPs	3,000 Individual Sites 25 Group Sites	\$12 \$60	\$36,000 \$1,500	
Hanging Rock Campground	N/A	300 Individual Sites	\$6	\$1,800	
Three Peaks	26 Individual Pilot RUPs	50 Individual Pilot RUPs	\$2	\$1,300	
Model Port	5 Annual Pilot RUPs	10 Annual Passes	\$25	\$250	
Three Peaks RC Track	10 Individual Driver RUPs 3 Annual Driver RUPs	50 Individual Driver RUPs 10 Annual Driver RUPs	\$2 \$25	\$100 \$75	
Coal Creek Campground	N/A	3,000-Individual Sites 75 Group Sites	\$12 \$60	\$36,000 \$4,500	
Bear Rock Campground	N/A	200 Individual Sites	\$12	\$2,400	
South Creek Campground	N/A	50 Individual Sites	\$12	\$600	
Ranch Canyon Campsite	2 Individual Site RUPs	20 Individual Yurt Sites	75	\$1500	
Three Peaks Paintball Complex	N/A	100 Individual RUPs 25 Annual RUPs	\$2 \$25	\$200 \$750	
No Minimum Use Fee or Donation sites	N/A	5,000 Individual RUPs	N/A	\$10,000	
Projected Revenue \$125,475					

 Table 17: Projected Site Revenue

VIII. Priorities for Future Expenditures

Labor expenses and the cost of the cleaning contract are expected to increase in the future. The cleaning contract has increased each year with the cost of supplies and the addition of new sites and additional cleaning needed as use expands into the spring and fall seasons. With the proposed fee modifications and additional new fee sites, the CCFO would generate enough revenue to be operating with a net revenue.

Currently, the existing recreation sites are in relatively good condition. Except for the installation of drinking water and/or toilet facilities at a few of the identified sites, few large expenses are anticipated. The cost of installing drinking water at the Rocky Peak Campground would exceed any revenues collected from RUPs at the site currently. Installation of water at the Coal Creek Campground is more feasible due to Cedar City's water supply running directly through the future site. With the new housing development occurring within a half mile of the Pyramid Ridge Campground, water is potentially more feasible at this site within the next few years.

The construction and maintenance of recreation sites within the CCFO have been funded mostly through the collection of SRP fees, though only a few of the permit holders use the sites for events or operations. SRPs are issued to commercial and competitive organizations that use public lands for financial gain. Dozens of SRPs are issued each year to big game hunting outfitters, a wilderness therapy business and competitive event promoters. Only through the combination of federally appropriated funds and fees collected for SRPs has the CCFO been able to pay for the development and necessary costs associated with Field Office's recreation sites. Currently, most funds used for recreation sites are not generated by the site and are supported by SRP fees. With the proposed increased fees and additional fee sites, most developed sites would generate sufficient funds to support the operating cost of the site.

CCFO would strive to increase the fund balance in the CCFO recreation fee account to have the flexibility to obtain matching funds in applying for grants, initiate emergency repairs, provide long-term stability for staff services, provide the capability to meet unanticipated costs or take advantage of unforeseen opportunities to improve services. In addition, the fund balance would support future recreation infrastructure to support visitor use and could cover expenses in the case of reduced fee revenue due to unforeseen circumstances, such as natural disasters and environmental or economic change. The CCFO needs the ability to retain services, which in turn support the local economy, during anticipated uncertain times. The fund balance will be managed as a working capital fund, with the goal of investing in facilities and services that will promote program growth that is consistent with visitor demand through the generation of increased revenue.

IX. Analysis of Recreation Fee Rates

The CCFO opted to use the *Fair Market Value Fee Calculation Method* to determine the proposed fee rates. To analyze the fee rates using this method, the BLM compared existing and proposed fee increases to those charged by other outdoor recreation providers for similar opportunities. On average an individual campsite within the CCFO costs 46% less than similar campsites within the vicinity and a group site costs 62% less than those sites within the general area. Although currently none of the CCFO campsites provide drinking water.

The CCFO Three Peaks Model Port, RC track and Paintball Complex on average cost 80% less per day and do not require a membership to a club. Below, Tables 18-21 identify similar campgrounds, RC airfields/tracks and paintball complexes in the area and their current fees.

Campground Name and Distance from Cedar City	Operating Agency	Current Fee Individual Camp Site	Current Fee Group Site Use	Key Differences
CCFO Campsites	BLM	Proposed \$12	Proposed \$40	No Drinking Water
Three Peaks Iron County Campground (10 Miles)	Iron County	\$10	\$500 for special events and reservation of the full site.	Water on-site and shade shelters
Deer Haven Campground (25 Miles)	Dixie National Forest	\$10	\$71	Water on-site, flush toilets, group site accommodates 200 people
Point Supreme Campground (30 Miles)	Cedar Breaks National Monument	\$24	N/A	Showers, water on-site, Flush toilet, hot water, utility sinks
Cedar Canyon Campground (15 Miles)	Dixie National Forest	\$21	\$42	Water on-site
Red Cliffs (35 miles)	St. George Field Office BLM	\$15	N/A	Water on-site and shade structures

 Table 18: Comparison to Similar or Nearby Campgrounds

Model Port Name and Distance from Three Peaks Recreation Area	Operating Agency	Fee or Annual Club Membership	Daily Fee for Non-Club Member	Key Differences
CCFO Model Port	BLM	\$0	\$2 daily pass \$25 yearly pass \$220 group rental	No annual fee or club membership
Ute R/C Association Salt Lake City(300 miles)	Private	Annual Club Fee \$60- 19 And older \$15- Junior Member \$60- Household	\$60- 19 And olderN/A\$15- Junior MemberClub Members only	
Remote Possibilities RC Club St. George (45 miles)	Private	Annual Club Fee \$100 + \$25 for first year	\$10 per day	No significant difference
Carbon County RC Field Price (187 miles)	Public Field Carbon County	Free	Free	No significant difference
Kanab R/C Modelers Kanab (85 miles)	Private Field	\$25 for annual club membership	Free, but must have an AMA Membership Age 19-65- \$75 65 and over- \$65 Under 19- Free	Dirt runway, no pavilion, no permanent toilet

Table 19: Similar or Nearby RC Air Fields

Table 20: Similar or Nearby RC Tracks

Track Name and Distance from Three Peaks Recreation Area	Operating Agency	Fee or Annual Club Membership	Daily Fee for Non-Club Member	Key Differences
CCFO RC Car Track	BLM	\$0	\$2 daily pass \$25 yearly pass \$220 group rental	Outdoor Track
Addiction RC Hobby Shop and Raceway Ogden (300 miles)	Private Track	N/A	\$10 per day/ per driver	Indoors, electricity on- site for charging, lighted track, highly manicured
Intermountain RC Raceway Magna (300 miles)	Private Track	N/A	\$10 per day/ per driver	Indoors, electricity on- site for charging, lighted track, highly manicured
Black Sheep Raceway Spanish Fork (180 miles)	Private Track- Club Member Use Only	\$10 per race- which also provides you with membership	\$10 weekly race and use of the track	No track stand, lighted
Silverbowl Radio Control Car Track Las Vegas (150 miles)	Public Track Las Vegas City	N/A	Free	Outdoors, paved and unpaved tracks, multiple tracks

Table 21: Similar or Nearby Paintball Arenas

Arena Name and Distance from Three Peaks Recreation Area	Operating Agency	Fee or Annual Club Membership	Daily Fee for Non-Club Member	Key Differences
CCFO Paintball Complex	BLM	N/A	\$2 daily pass \$25 yearly pass \$220 group rental	No air on-site or rental gear
SB Paintball American Fork (200 miles)	Private Arena	N/A	\$39 per day/per player Field Reservation \$84 Per person	Indoors, includes all equipment, 2 hours of play, Rentals on-site
Action Center Paintball Mountain Green (150 miles)	Private	N/A	\$10 per day/per player Field Reservation \$1000	Rentals and air on-site

X. Effects of Increasing, Not Increasing and New Recreation Fee Rates

The following is an analysis of potential impacts or conditions that could develop from both increasing fees and not increasing fees at the CCFO campgrounds and day use sites:

A. Effects of New and Increasing Fees

Effects to Recreational Users: There is increased demand for camping experiences on BLMmanaged public lands and the increase in fees at these sites will allow the facilities to be more selfsustaining. An increase in fees will help to counter potential agency budget shortfalls and allow the CCFO to continue to fund annual campground operating costs, without reliance upon funds collected for SRPs, which can fluctuate from year to year. This is especially important regarding the agency's ability to continue to fund the restroom cleaning contracts for each campground. These services enhance public health and safety at the campgrounds and improve visitor experience. Developed campgrounds provide services that fulfill the BLM's national priorities of serving the American family with high-quality, meaningful outdoor experiences. An increase in fees that is commensurate with available amenities will ensure that funds are available to provide for routine maintenance and replacement of infrastructure. The potential for lapses in maintenance cycles or backlogs of deferred maintenance projects due to lack of funding would be decreased. As a result, visitor experience, satisfaction and health and safety would be improved. The fee increase will allow visitors to continue to enjoy a quality recreation experience at a fair market value. A fee increase at the campgrounds may result in benefits to recreational users in the following ways:

- The campgrounds provide an alternative to dispersed camping or hotel stays at a rate that is lower than other campgrounds in the local area.
- BLM can address maintenance needs at the campgrounds, supporting visitor health, safety and enjoyment.
- Improved public lands facilities are made available to the public (e.g., clean restrooms).
- Visitors have a focused opportunity to enhance outdoor skills, build group and family relationships and introduce youth to the world of nature.

Effects on the Local Economy: The CCFO Recreation program supports BLM's national priority of restoring trust and being a good neighbor by providing high-quality camping and day use experiences that draw visitors to southern Utah. Revenue from the fee increases allows the CCFO to provide exceptional camping opportunities and other recreation experiences for visitors. Visitors that are drawn to these locations purchase supplies and services (e.g., gas, food, equipment rentals, guide services, etc.) from retailers within the surrounding local communities, including Beaver, Cedar City, Parowan, Minersville and Milford, Utah. Facilities that meet the needs of visitors are likely to continue to attract visitation and result in an economic benefit to local communities and economy.

Effects on the Environment: Visitation to public lands within the CCFO continues to increase. The availability of maintained campgrounds may decrease negative effects on the environment from the unplanned creation of dispersed camping sites and the accumulation of human waste. Developed campground facilities provide the BLM with opportunities to reduce the amount of human waste, trash, fire pits and other resource damage on the land that it manages. An increase in funds available to maintain campground facilities may help to avoid the use of funding or

workforce from other program areas, preventing negative effects on resources beyond the immediate scope of the campground program.

Socioeconomic Effects, including Low-Income Populations: A variety of recreation opportunities, including camping in developed areas, using trails, playing disc golf and driving or flying a model vehicle should remain available to families and individuals from all levels of income. Increasing recreation fees at our recreation sites could potentially hinder our ability to make those all-important connections between youth and disadvantaged populations and the great outdoors. Therefore, many of the sites are identified as no minimum use fee or donation sites and provide an option to pay for a RUP through volunteering personal time for the maintenance of the site or other public land. Allowing individuals to earn a pass rather than pay a fee would build trust with our local communities and increase engagement in the management of public lands. Additionally, the BLM offers several fee-free days every year in which fees are waived for standard amenity (day use) sites. Visitors who vacation away from home are more likely to have an above-average income. Alternatively, the campgrounds provide a low-cost alternative to hotel stays in southern Utah communities at a rate that is lower than comparable campgrounds in the area.

B. No New Fees or Increased Fees

Effects on Recreational Users: The former fee structure did not allow BLM to fully fund annual operating costs and did not support the replacement of facilities as they deteriorate or were damaged. If campground fees were not increased, additional revenue would not be available for routine maintenance or replacement of infrastructure. This may lead to lapses in maintenance cycles or backlogs of deferred maintenance projects, resulting in diminished visitor satisfaction, health and safety.

Effects on the Local Economy: Not increasing the campground fees could lead to the limitation of services such as cleaning and maintaining the sites. Sites that are infrequently or not adequately maintained could result in visitor decisions to recreate elsewhere. Should visitors choose not to recreate on public lands that the CCFO manages, the local economy could be negatively affected.

Effects on the Environment: Dispersed campsites are common and have potential negative impacts on wildlife, riparian resources, water quality, flood plains, cultural resources and the recreation experience of visitors if they are created in undesirable areas. The availability of developed and maintained campgrounds and day use sites helps to prevent resource damage and negative impacts on the environment through proper planning and management of the use. Ensuring that maintained public facilities are available for camping purposes provides an alternative to dispersed camping and centralizes visitor activity within a developed and managed site. If fees were not increased, the BLM would have a reduced ability to ensure that campground facilities are maintained. Visitors may be less likely to stay in CCFO campgrounds and may decide to camp in undeveloped sites. Lack of sufficient funds to maintain campground facilities may necessitate the use of funding or workforce from other program areas. As a result, resources beyond the immediate scope of the campground program may be negatively affected.

Socioeconomic Effects, Including Low-Income Populations: If fees were not increased, campground facilities may not be adequately maintained. High quality recreation experiences and increased visitor satisfaction made possible through the increase of campground fees would not be available.

XI. Public Outreach

As part of the proposal to charge or increase fees at existing campgrounds and day use sites the CCFO will conduct the following outreach efforts to notify the public of its opportunity to review and provide comments:

- Post a link to the Modified Business Plan proposal on the appropriate blm.gov webpage(s)
- Share the opportunity to comment on the Modified Business Plan on Facebook and Twitter
- Issue a news release to statewide print and broadcast media
- Post the fee increase proposal at existing campgrounds and day use sites
- Post notices on Recreation.gov
- Present the Modified Business Plan to the Iron County Commission (completed on Dec. 12, 2022, with favorable support)
- Present the Modified Business Plan to the Beaver County Commission (completed on February 7, 2023, with favorable support)
- Present the Modified Business Plan and proposed fee increase to the BLM Utah Recreation Resource Advisory Council (RAC) for a formal review and RAC recommendation.
- Following the presentation, comments from both the public and the BLM Utah RAC will be considered before approval and finalization of the modified business plan.

Before charging fees at **new fee** sites, the following outreach will occur:

- Publish a Notice of Intent in the Federal Register at least six months in advance of implementing fees at new fee sites.
- Issue a news release about the Federal Register Notice of Intent.
- Physically post the Federal Register notice near each of the new sites.