



State of Idaho

# Department of Parks and Recreation

BRAD LITTLE  
Governor

SUSAN E. BUXTON  
Director

## Idaho Park and Recreation Board

Brian Beckley, Chair - District 3 | Chuck Roady - District 1 | Hugh Cooke - District 2 | Jim Keating - District 4 | Amy Manning - District 5 | Cortney Liddiard - District 6

June 20, 2025

Alex Eells  
Canyon County Parks & Recreation  
1115 Albany St.  
Caldwell, ID 83605

Dear Mr. Eells,

It is my pleasure to inform you that the Idaho Park and Recreation Board has approved funding for the Celebration Park Boater Improvements Cost Increase in the amount of \$265,540. At the same time, I would like to commend you for your efforts to improve outdoor recreation facilities and services in Idaho.

The grant number assigned to this project is WW26-3-14-1. Please use this grant number in all correspondence regarding this project.

A grant agreement will be generated in the grant management system and emailed directly to you for signature. Please sign and return the agreement with an original (wet) or authenticated digital signature of the individual with authority to make long-term obligations for their respective agency or organization, within (60) days of this letter to:

Kellie Joyce  
South Region Grant Officer  
Idaho Department of Parks and Recreation  
P.O. Box 83720  
Boise, ID 83720-0065

An agreement will be returned to you along with other necessary forms and further instructions. Funds for this project will be available July 1, 2025. All work on this project must be completed and payments made by the end of the project period.

Thank you for your interest in IDPR's grant programs and for your service to Idaho's recreating public. If you have any questions, please contact Kellie Joyce at (208) 514-2432 or [Kellie.Joyce@idpr.idaho.gov](mailto:Kellie.Joyce@idpr.idaho.gov).

Sincerely,

A handwritten signature in blue ink that reads "Susan E. Buxton".

Susan E. Buxton  
Director



**Idaho Department of Parks and Recreation**  
**GRANT AGREEMENT FORM**

Applicant: Canyon County Parks	Project No: WW26-3-14-1
Project Name: Celebration Park Boater Improvements Cost Increase	Date Approved: 06/11/2025
Location: Celebration Park, Melba Idaho	Project Period: From: 07/01/2025 To: 06/30/2026

It is mutually agreed and understood that the use of these funds will be for the purposes stated on the attached budget sheet known as Exhibit A, which is incorporated herein by this reference and subject to the terms as described herein. It is also understood that the Grantee is responsible to obtain all necessary permits; follow applicable bidding laws; keep accurate records of expenses for audit purposes; construct all improvements according to mutually agreed upon construction standards and all applicable state, local, or federal codes and maintain improvements to be open and safe for public use, without regard to one's race, gender, national origin, religion, or disability. It is expressly agreed that the Department's sole involvement in the project covered by this agreement is in design and contribution of funds, that the Department shall acquire no interest in the property or improvements covered by this agreement, and that the Department and the state of Idaho, therefore, shall not bear any liability for use of the facilities or project area except insofar as such loss may be attributable to design by the Department. It is mutually agreed that the Grantee will comply with the rules governing the appropriate recreation program in effect as of the date of this agreement. ***Grantees are required to understand and follow the rules outlined in IDAPA 26.01.31 Administration of IDPR Recreational State & Federal Grant Funds, including, but not limited to:***

**Expenditure of Grant Funds.** The grantee shall have only the designated state fiscal year to expend and request reimbursement of grant funds. If the grant funds are not expended within the designated fiscal year, the grant shall be revoked unless the applicant makes a written request and receives an extension of time from the Department.

**Documentation and System of Internal Controls.** The grantee shall maintain a system of internal controls in order to identify the source and disbursement of funds provided for all project costs and match by grant or project. Accounting records shall be supported by source documentation such as vouchers, canceled checks, invoices, payroll, time and attendance records, contract and sub-grant award documents, and other required billing forms.

**Disbursement of Funds.** The Department shall authorize disbursement of funds allocated to a project on a reimbursement basis. This means that the grantee shall initially pay all project costs and then seek reimbursement through the Department using the approved IDPR form. Requests for reimbursement must be received within forty-five (45) days after completion of the project. In addition to reimbursement deadlines in IDAPA 26.01.31, the Department requires that all requests for project closeout reimbursements must be submitted no later than thirty (30) days prior to the end of the designated state fiscal year.

**Grant Modification.** Only for good cause, and upon the submission of detailed justification shown in writing and approval by the State and Federal Grant Manager may the terms and obligations of the grant application or grant agreement be modified.

**Public Use/Nondiscrimination.** Physical facilities and real property purchased in whole or in part with grant moneys shall be available for public use regardless of race, color, religion, national origin, gender, age, or disability. Facilities constructed with grant moneys shall meet the requirements as set by the Americans with Disabilities Act Guidelines.

For a complete list of rules please refer to <https://adminrules.idaho.gov/rules/current/26/260131.pdf>

Idaho Department of Parks and Recreation  
GRANT AGREEMENT FORM – page 2

By signing, the grantee acknowledges they understand the terms and conditions of accepting these funds, including any special conditions listed.

In witness thereof:

Brad Holton  
Signature-Applicant's Authorized Representative

Commission Chairman  
Title

7/10/25  
Date

APPROVED:

\_\_\_\_\_  
Idaho Department of Parks and Recreation

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# Grant Budget Narrative / Milestone Plan

**Project Name:** Celebration Park Boater Improvements Cost Increase  
**Applicant Name:** Alex Eells  
**Total Project Cost :** \$313,948.70  
**GRANT Share:** \$48,404.70  
**Grant Share as % of project:** 15%

**Date Prepared:** 1/21/2025  
**Project Start:** 09/01/25  
**Acquisition:**  
**Development:**

Scope of Work (basic description):				
PROPOSED ACCOMPLISHMENTS	GRANT	MATCH - from grant sponsor	SUBTOTALS by Category	MILESTONES - projected dates by scope element
<b>1. Architectural and Engineering Fees</b>				
Hydrologic Study/Analysis		\$36,400.00		Dec-24
Survey and Legal Description- Permitting		\$2,900.00		Dec-24
Design/Permitting Services		\$6,700.00		Mar-25
			\$46,000.00	
<b>2. Other Architectural &amp; Engineering Fees</b>				
			\$0.00	
<b>3. Project Inspection Fees</b>				
			\$0.00	
<b>4. Site Work</b>				
Mobilization (moving equipment/materials to and from job site)	\$13,200.00			Sep-25
			\$13,200.00	
<b>5. Demolition &amp; Removal</b>				
			\$0.00	
<b>6. Construction</b>				
21" Minus Class IV Rip Rap	\$130,240.00			Jan-26
Labor and Equipment for Barb Installation	\$122,100.00			Jan-26
			\$252,340.00	
<b>7. Equipment (no labor)</b>				
			\$0.00	
<b>8. Labor</b>				
On-site coordination (Maintenance Coordinator)		\$661.40		
In-Kind/Staff Wages		\$885.20		
On-site coordination (Outdoor Recreation Planner)		\$640.80		
In-Kind/Staff Wages		\$221.30		
On-site coordination (Parks Director)				
wages				
Site Preparation and Signage (Outdoor Recreation Planner (site prep and signage) In-Kind/Staff Wages				
			\$2,408.70	
<b>9. Supplies &amp; Materials</b>				
			\$0.00	
<b>10. Miscellaneous</b>				
			\$0.00	
Subtotals - grant cost share	\$265,540.00		\$313,948.70	
Subtotal - match cost share (all sources)		\$48,408.70		
<b>16. TOTAL PROJECT COSTS</b>	\$313,948.70			
Total project cost by type of cost share	85%	15%		

Notes: Mobilization includes planning to prepare a construction site for equipment and materials to be transferred to and from jobsite.

Cost estimates prepared by (Alex Eells)

**GRANT AGREEMENT FORM  
CELEBRATION PARK BOATER IMPROVEMENTS COST INCREASE**

PROJECT NO. WW26-3-14-1

DATED this 10<sup>th</sup> day of July, 2025.

CANYON COUNTY BOARD OF COMMISSIONERS

☒ Motion Carried Unanimously  
☐ Motion Carried/Split Vote Below  
☐ Motion Defeated/Split Vote Below

	Yes	No	Did Not Vote
<u>did not participate</u> Commissioner Leslie Van Beek	_____	_____	_____
<u>Brad Holton</u> Commissioner Brad Holton	<u>X</u>	_____	_____
<u>Zach Brooks</u> Commissioner Zach Brooks	<u>X</u>	_____	_____

ATTEST: RICK HOGABOAM, CLERK

By: J Ross  
Deputy Clerk