

The 2014 Supporting Statement A for OMB 0596-NEW

Ski Area Water Rights

Please Note: Upon OMB approval, the Burden associated with this request will be incorporated into OMB control number 0596-0082 *Special Uses*.

A. Justification

- 1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.**

Pursuant to the court order in *National Ski Areas Association v. United States Forest Service*, the Forest Service is providing an opportunity for public comment in revising the water rights clause for ski areas found in form FS-2700-5b *Ski Area Permit*. Publishing this proposed directive for public comment corrects procedural deficiencies associated with the 2011 and 2012 ski area water rights clauses that were identified by the court and allows those who would be affected by the proposed directive to participate in its development.

In the Organic Administration Act of 1897, Congress entrusted the Forest Service with authority to “make such rules and regulations and establish such service as will insure the objects of the [national forests], namely to regulate their occupancy and use and to preserve the forests thereon from destruction.” The Organic Administration Act (16 USC 551) constitutes an “extraordinarily broad” delegation to the Forest Service to regulate use of NFS lands and “will support Forest Service regulations and management . . . unless some specific statute limits Forest Service powers.”

- 2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**
 - a. What information will be collected - reported or recorded? (If there are pieces of information that are especially burdensome in the collection, a specific explanation should be provided.)**

The bonding requirement in the Proposed Directive will be implemented using Standard Form 25 *Performance Bond*, OMB control number 9000-0045. This form collects business identification information, evidence of authority, and the signatures of the parties. Use of form SF-25 Performance Bond is new for the Forest Service special uses program.

Additionally, the proposed directive involves a revision to the inventory of water rights associated with operation of the ski area by adding separate charts for changed or exchanged water rights (para. d) and water rights for

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diversions from non-NFS lands for use on NFS lands within the permit boundary (para. e). Furthermore, there is a new requirement to document restrictions on withdrawal and use of water, if applicable.

- b. From whom will the information be collected? If there are different respondent categories (e.g., loan applicant versus a bank versus an appraiser), each should be described along with the type of collection activity that applies.**

Information will be collected from ski area permit holders.

- c. What will this information be used for - provide ALL uses?**

The information for bonding will be used to verify that resources are available to remove improvements and restore the land if NFS land ceases to be used as a ski area.

The information on water rights will be used to verify that water necessary to operate a ski area is available and that the right to use the water is in accordance with state law.

- d. How will the information be collected (e.g., forms, non-forms, electronically, face-to-face, over the phone, over the Internet)? Does the respondent have multiple options for providing the information? If so, what are they?**

The bonding information will be collected using form SF 25. The Permittee will complete the form and provide it to the Forest Service authorized officer in hard copy (drop off or mailed) to the Forest Service permit administrator officer or electronically by email to the Forest Service authorized officer. The SF 25 form can be requested by the respondent from the Forest Service authorized officer or from the GSA website, see link: <http://www.gsa.gov/portal/forms/download/115986>.

The inventory of water rights will be collected in a chart that is part of form FS-2700-5b *Ski Area Permit*. The source information will be provided by the respondent as a hard copy document or email attachment and the Forest Service permit administrator will enter it into the permit.

Documentation of restrictions on water withdrawal, if applicable, will also be collected on form FS-2700-5b by the respondent filling in location, source, timing (of use), limits on amount, and minimum amount (of water) to be maintained in the source. This source information will be provided by the holder as a hard copy document or email attachment and the permit administrator will enter it into the permit.

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e. How frequently will the information be collected?

The information will be collected once from each Ski Area Permit holder, and thereafter will be collected whenever a ski area holder acquires a new water right, or when a ski area sells its business and a new permit is issued to the purchaser.

f. Will the information be shared with any other organizations inside or outside USDA or the government?

Generally the information will not be shared. However, special Use permits are public documents, and are available to the public upon request.

g. If this is an ongoing collection, how have the collection requirements changed over time?

Currently, Ski Area permits inventory only those water rights within the permit boundary on NFS land. The Proposed Directives will require documentation of all water rights ownership used for the ski area, regardless of the source or location.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g. permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden.

Respondents may submit the information by any means of their choosing, including electronically as attachments to email.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.

The information collected is unique to each Ski Area Permit, and therefore does not exist anywhere else.

5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.

The minimum amount of information needed to comply with this Proposed Directive is collected from all respondents.

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6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

Without this information Forest Service would not be able to verify that water rights necessary for the operation of a ski area comply with state law. Holders of authorizations are required to follow all federal and state law to be in compliance with their authorization.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner:

- **Requiring respondents to report information to the agency more often than quarterly;**
- **Requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**
- **Requiring respondents to submit more than an original and two copies of any document;**
- **Requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years;**

Respondents are already required to maintain property records and due diligence filings in accordance with state law. This Proposed Directive does not impose new record keeping requirements.

- **In connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;**
- **Requiring the use of a statistical data classification that has not been reviewed and approved by OMB;**
- **That includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or**
- **Requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.**

There are no other special circumstances. The collection of information is conducted in a manner consistent with the guidelines in 5 CFR 1320.6.

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- 8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5 CFR 1320.8 (d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

The request for public comment is embedded in the published Proposed Directive.

Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and record keeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

OMB conducted an interagency review of the proposed rule as part of their clearance process. There were no comments from other agencies on frequency of collection, record keeping, or disclosure. Clarification was made to instructions by modifying their format and a heading was added to the "Restrictions on Water Withdrawal" chart per OMB's comments.

Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 years even if the collection of information activity is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.

Because the text of this Proposed Directive cannot be released prior to it being published in the Federal Register, affected parties are being invited to comment on the above aspects of this information collection in their response to the Federal Register Notice.

- 9. Explain any decision to provide any payment or gift to respondents, other than re-enumeration of contractors or grantees.**

No payment or gifts are provided to respondents.

- 10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.**

There is no assurance of confidentiality. Special Use permits and state water

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right decrees are public documents. The information regarding the inventory of water rights necessary to operate a ski area, any restrictions on water withdrawal and private ownership of water rights would constitute public information.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior or attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

There are no questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.

- **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. If this request for approval covers more than one form, provide separate hour burden estimates for each form.**

Table 1

(a) Description of the Collection Activity	(b) Form Number	(c) Number of Respondents	(d) Number of responses annually per Respondent	(e) Total annual responses (c x d)	(f) Estimate of Burden Hours per response	(g) Total Annual Burden Hours (e x f)
Inventory of water rights and documentation of restrictions on water withdrawal	FS-2700-5b	40	1.5	60	1.5 hours	90
Bonding	SF 25	40	1.5	60	.5 hours	30
Totals				120		120

We usually issue only 6 ski area permits a year. However, we think it is likely that reissuance of ski area permits will increase with release of the new Directives. We estimate there will be 40 permits per year for three years.

The estimated time to complete form SF 25 is taken from the currently approved burden estimate for that form.

The estimated time for the FS-2700-5b was increased using professional judgment to accommodate preparation of the inventory and documentation

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of restrictions on water withdrawal.

Record keeping burden:

There is no new record keeping requirement placed upon the respondents in relation to this Information Collection.

- **Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories.**

The cost to respondents is estimated to be \$2,680. This figure was calculated by multiplying 120 burden hours by the Mean average hourly rate of \$22.33 for all occupations from the most recent Bureau of Labor Statistics. http://www.bls.gov/oes/2013/may/oes_nat.htm

- 13. Provide estimates of the total annual cost burden to respondents or record keepers resulting from the collection of information, (do not include the cost of any hour burden shown in items 12 and 14). The cost estimates should be split into two components: (a) a total capital and start-up cost component annualized over its expected useful life; and (b) a total operation and maintenance and purchase of services component.**

There are no capital operation and maintenance costs.

- 14. Provide estimates of annualized cost to the Federal government. Provide a description of the method used to estimate cost and any other expense that would not have been incurred without this collection of information.**

The response to this question covers the actual costs the agency will incur as a result of implementing the information collection. The estimate should cover the entire life cycle of the collection and include costs, if applicable, for:

- **Employee labor and materials for developing, printing, storing forms**
- **Employee labor and materials for developing computer systems, screens, or reports to support the collection**
- **Employee travel costs**
- **Cost of contractor services or other reimbursements to individuals or organizations assisting in the collection of information**
- **Employee labor and materials for collecting the information**
- **Employee labor and materials for analyzing, evaluating, summarizing, and/or reporting on the collected information**

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Cost To Government

ACTION ITEM	PERSONNEL	GS LEVEL	HOURLY RATE	HOURS	SALARY
developing, printing, storing forms, analyzing, evaluating, summarizing, and/or reporting on the collected information	Permit Administrator	11-5	\$27.58	60	\$1,654.80
Authorization of Permit	Authorizing Officer	13-5	\$39.31	30	\$1,179.30
Total					\$2,834.10

Hourly rates are taken from OPM: http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2014/GS_h.pdf

15. Explain the reasons for any program changes or adjustments reported in items 13 or 14 of OMB form 83-I.

This is a new Information collection in relation to a Proposed Directive. Upon OMB approval, the burden associated with this request will be incorporated into OMB control number 0596-0082 *Special Uses*.

The addition of the requirement for respondents to post a performance bond will increase the number of responses by 60 and the burden by 30 hours per year.

The addition of the requirement to inventory all water rights used in association with the operation of the Ski area regardless of source, as opposed to just those upon NFS lands, will increase the number of responses by 60 and the burden by 90 hours per year.

16. For collections of information whose results are planned to be published, outline plans for tabulation and publication.

The information will not be compiled or published.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

The Agency seeks approval to not display the OMB expiration date, as it may be confusing to respondents. The affected authorizations are for periods of 10 to 40 years, and the OMB expiration date has in the past caused unnecessary confusion and litigation.

18. Explain each exception to the certification statement identified in

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item 19, "Certification Requirement for Paperwork Reduction Act."

The Agency is able to certify compliance with 5 CFR 1320.