

# MINUTES

## Washoe County Open Space and Regional Parks Commission May 6, 2014

Commissioner Sarah Chvilicek called the meeting to order at 2:30 p.m.

### 1. **Roll Call.**

**Members present:** Scott Pierson, Janet Davis, Nathan Daniel, Sarah Chvilicek, Thomas Guinn, Anne Buckley and Ed Harney. Jim Nadeau had an excused absence.

**Board of County Commission Liaison:** Kitty Jung

**Staff present:** Dave Solaro, Eric Crump, Deputy District Attorney Leslie Admirand, Cheryl Surface, Jennifer Budge, and Joanna Schultz

### 2. **Public Comment:**

No public comment

### 3. **Approval of the Agenda for the Open Space and Regional Parks Commission Meeting May 6, 2014**

Motion by Commissioner Guinn to approve the Agenda for the Open Space and Regional Parks Commission Meeting May 6, 2014. Second by Commissioner Daniel. Motion carried.

### 4. **Approval of the Minutes for the Open Space and Regional Parks Commission Meeting of November 5, 2013.**

Motion by Commissioner Daniel to approve the Minutes for the Open Space and Regional Parks Commission Meeting of November 5, 2013. Second by Commissioner Davis. Motion carried

### 5. **Approval of the Minutes for the Open Space and Regional Parks Commission Meeting of January 7, 2014.**

Motion by Commissioner Guinn to approve the Minutes for the Open Space and Regional Parks Commission Meeting of January 7, 2014. Second by Commissioner Daniel. Motion carried

### 6. **Presentation by Eagle Scout Corbin Cocanour on his completed project to replace the decking and handrail of footbridges over Last Chance Ditch**

Eagle Scout Cocanour gave a brief presentation on how he carried out his project.

Commissioner Daniel thanked Mr. Cocanour.

### 7. **Review and possible recommendation to the Board of County Commissioners to approve an agreement between Washoe County and the Celtic Celebration, Inc., to hold the Celtic Celebration special event at Bartley Ranch Regional Park on October 3-5, 2014**

Eric Crump, Director of Operations said the Celtic Celebration has been hosted at Bartley Ranch Regional Park since 2007. Moving the celebration to the Bartley Ranch Regional Park has proven to be popular and a great fit. This items requests approval of an agreement for 2014, with a renewal option for 2015 and 2016 for a total 3-year term.

Motion by Commissioner Davis to recommend to the Board of County Commissioners to approve an agreement between Washoe County and the Celtic Celebration, Inc., to hold the Celtic Celebration special event at Bartley Ranch Regional Park on October 3-5, 2014. Second by Commissioner Buckley. Motion carried.

**8. Presentation on Park or Program of the Month featuring the Great Basin Institute – Galena Visitor Center operations**

Colleen Wallace-Barnum, District Manager introduced Gwen Bourne, Director of the Great Basin Institute.

Ms. Bourne gave a brief presentation on the Galena Visitor's Center. The Galena Visitor's Center is a partnership between Washoe County Regional Parks, Great Basin Institute and the US Forest Service. Great Basin Institute took over the running of the center and provides visitor services and community based programs. Ms. Bourne provided a brief outline of the various activities offered by Great Basin Institute in this park.

In response to Commissioner Jung regarding who pays for the camps, Ms. Bourne said they are fee-based (paid by parents), with scholarships also being available (approx. 25% attendance fully paid by scholarships).

In response to Commissioner Jung regarding has a presentation been made to the Washoe County School District Board of Trustees, Ms. Bourne said she was not aware that this had been done and agreed it was an idea that should be followed-through.

**9. Review and possible recommendation to the Board of County Commissioners on proposed boundary line adjustments at Virginia Foothills Park/Brown Elementary School [APNs 140-030- 09 and 10] and Lemmon Valley Park/Lemmon Valley Elementary School [APN 080-461-06 and 07] in cooperation with Washoe County School District**

Jennifer Budge, Park Planner, introduced Mike Foster, Planner for Washoe County School District (WCSD).

Ms. Budge said the current proposal is for a boundary line adjustment along the fence lines for both the Virginia Foothills Park/Brown Elementary School and Lemmon Valley Park/Lemmon Valley Elementary School. The property at the Brown school will be given to WCSD to own, maintain and manage that part of the park. This will not interfere with park usage or displace any athletic groups. This agreement will allow much needed mobile classrooms to be used at the school. Lemmon Valley is an add-on for Washoe County with the proposed boundary allowing Washoe County to finish out the soccer field.

Motion by Commissioner Buckley to recommend to the Board of County Commissioners on proposed boundary line adjustments at Virginia Foothills Park/Brown Elementary School [APNs 140-030- 09 and 10] and Lemmon Valley Park/Lemmon Valley Elementary School [APN 080-461-06 and 07] in cooperation with Washoe County School District. Second by Commissioner Guinn. Motion carried.

**10. Report on Regional Shooting Facility Operations**

Eric Crump, Director of Operations gave an update and presentation on use and fee structure of the Regional Shooting Facility (RSF).

- Open Friday - Monday to the public
- Specialty ranges are reserved through the Parks reservation system
- Law enforcement/Military has the sole use of the range Tuesday - Thursday
- Fees:
  - \$8/adults, \$4/senior and youth
  - Annual passes are also available
  - Scopes, ear protection, and targets are available for purchase
  - Group use – minimum of 10 people - \$4/shooter, \$40 minimum
  - Classroom usage - \$15/hr

Currently the operating costs vs. expenses are close. This facility is a Level IV costs recovered facility.

- There are 25 different user groups utilizing various areas of the range
- We reviewed the citizen recommendation to reduce rate for groups to \$20/5 people, however staff does not recommend an amendment, nor have they heard a demand for this amendment.
- We reviewed the annual pass for specialty range use, again we have not heard of a demand for the pass
- On-line payments, we are working towards, not only for the range but also other park system reservations. We have no date for implementation at this moment.

In response to Commissioner Pierson regarding law enforcement use, Mr. Crump said Washoe County Sheriff's Office is the only law enforcement entity that does not pay a fee.

Commissioner Buckley said she is amazed at the difference in revenue on public shoots versus specialty range use, especially when the size of the public range is much smaller than the specialty range.

In response to Commissioner Buckley regarding Range Master or Washoe County employee present during law enforcement shoots, Mr. Crump said that most law enforcement agencies have their own Range Master trained in the correct procedures and techniques (documentation of which is kept on file with us). It is not necessary for Washoe County employees to be present.

In response to Commissioner Jung regarding competition i.e. Carson City, and have we analyzed rates for law enforcement, Mr. Crump said there is very little in the area. Sage Hen Gun Club recently closed. Not sure of the Carson City range operations, but currently we are the only range available in the north western part of the state. For revenue and safety, we would like to keep our rates low so people continue to use the range.

In response to Commissioner Chvilicek regarding being personally contacted by the gentleman who requested this item in the last meeting and she directed him to work directly with the Parks staff, Mr. Crump confirmed that they are working with this gentleman.

In response Commissioner Daniel regarding during busy season, does range go over capacity, Mr. Crump said rarely, but it does get close. The Range Master will limit if there are insufficient staff to monitor and manage the facilities.

In response to Commissioner Chvilicek regarding if specialty ranges are ever open/available to the public, Mr. Crump said yes, they are available to anyone who meets the required certification and pays the required fee.

## **11. Discussion and possible action on a date and time for a budget workshop**

Eric Crump, Director of Operations said he would like to involve and enlighten the Commission on the Parks budget and the budget process and what it entails. He envisions this to occur through a workshop or roundtable forum.

Commissioner Chvilicek would like a discussion about sub-committees where Commissioners could be part of the preliminary budget discussions.

Commissioner Jung said the final hearing for FY 2015 budget is Monday, May 19<sup>th</sup>.

Commissioner Guinn said it will be necessary for everyone to coordinate calendars in order to come up with workable dates for a workshop in June so everyone can become familiar with the budgetary system.

## **12. Parks Reports**

Eric Crump, Director of Operations highlighted reports.

Cheryl Surface, Park Planner highlighted the Planning report.

In response to Commissioner Daniel regarding who works on the trails, Ms. Surface said combination between contractors, NV Trail Works, local landscaping contractors and volunteers.

## **13. Commissioner's Comments: (This item limited to announcements or topics/issues proposed for future workshops/agendas)**

No Commissioner comments

## **14. Public Comments:**

No public comment

## **15. Adjournment**

Chairman Chvilicek adjourned the meeting at 3:43 p.m.

Respectfully Submitted,  
Joanna Schultz