

CLARK COUNTY SHOOTING PARK ADVISORY COMMITTEE
MEETING MINUTES

April 19, 2011
6:30 PM

Minutes of public meeting held April 19, 2011 at the Clark County Government Center ODC Training Room 3 located at 500 S Grand Central Parkway, Las Vegas, Nevada. Minutes prepared by Iris Kikuchi.

Agenda Posting:

Duly posted as required with the Nevada Open Meeting Law at the following locations: Clark County Government Center Lobby, Clark County website, Clark County Regional Justice Center, Desert Breeze Community Center, Paradise Community Center and Winchester Community Center and at the Shooting Park; Park Office, Shotgun Center, and Rifle-Pistol Centers.

Agenda Item I. **Action Item: Call to Order and Roll Call**

Chair Glenn Trowbridge called the meeting to order at 6:30 p.m.

Roll Call / Members present

Roy Clark
Kevin Close
Art Dixon
Kevin Kelley
Linda Lane
Ron Lurie (Vice-chair)
Chuck Musser
Martin Olson
Janice Ridondo (representative for Commissioner Collins)
Glenn Trowbridge (Chair)
Anthony York

Eleven (11) committee members were present for roll call. A quorum was met.

Excused Absences: Commissioner Tom Collins, Senator John Lee, and Brandy Ornelas

Unexcused Absences: none

Staff present: Ed Finger Assistant County Manager, Jane Pike Director of Parks & Recreation, Steve Carmichael Park Administrator and Iris Kikuchi Office Services Supervisor.

Agenda Item II. **Action Item: Approval of Agenda for April 19, 2011**

- Kevin Kelley motioned to approve today's Agenda. Committee voted and approved unanimously

Agenda Item III.

Action Item: Approval of Minutes from March 15, 2011 meeting

- Ron Lurie motioned to approve minutes from March 15, 2011 meeting. Committee voted and approved unanimously

Agenda Item IV.

Advisory Committee Briefing – Chair Glenn Trowbridge

- Glenn recognized Assistant County Manager Ed Finger attending tonight's meeting.
- Shooting Park Resolution and By-laws: Glenn announced that he didn't receive anything in writing and hasn't heard from any one. Suggests to follow recommendations made at the previous meeting by Commissioner Collins. Glenn agrees to strike in the Resolution, "committee member serve one year" and would like to see members serve longer than a year. Kevin Kelley suggests striking "unincorporated Las Vegas" in the By-laws.
- Roy Clark made note that under the general Parks Rules and Policies "under the influence of drugs" suggest to change to "drugs impaired people from shooting". Additionally, does it matter what color the signs are, yellow and black? Roy feels it's not necessary for that type of detail. The miles per hour (mph) of 35mph are extremely fast and recommend reconsideration of 20mph. Roy continues recommending under accessible music/noise to add, "except gun blasting". Customers may complain that "your gun is way too loud". On the RV campers, Roy recommends to add "discharge gray water or charge to (all) if we don't have a way to discharge then we shouldn't let campers discharge their water.
- Discussion over Resolution and By-laws changes.
- Glenn suggests taking one document at a time and goes with Resolution first. He continues to add to the By-laws that Commissioner Collins had two concerns.
- Chuck reiterated that Commissioner Collins recommends striking "unincorporated Las Vegas". The Shooting Park operated ten years without By-laws. We had no funds to speak of and no operating expenses. We are an independent financial organization under the County Manager. From the third year we continued uninterrupted – suggests rejecting all By-law packages because it doesn't fit the need. Art Dixon was in agreement.
- More discussion on the floor. Chuck and Glenn suggest making recommendations and appoint a committee.
- Ed Finger comments that the committee exists as a body with a purpose. In regards to the By-laws, currently the committee reports to the Parks and Recreation Director, that it should be the Advisory Committee reports to the Commission. Ed suggests to Glenn, he will at the next meeting speak formally whether or not we need By-laws.
- Discussion and questions asked by Chuck and Glenn.

- Ed will return to the next meeting with the County's opinion on the matter.
- Vice-chairman Ron Lurie tables the issue and suggests sending comments to Steve Carmichael Shooting Park Administrator. He comments that all boards have By-laws, rules and regulations.
- Tony York comments that the meeting is for information and action items on the agenda. He agrees to table the discussion and return with more information.
- Ed comments that commissioner directed him to attend for subject matters and any beneficial documents. Chuck agrees.
- Janice Ridondo adds that the committee emails Carmichael. We will discuss then take to Board of County Commissioners (BCC) and adept two meetings later.
- Tony requested a list of emails of the committee members. Also concerned about attendance issue and number three things would prevent the committee from being effective members.
- Glenn says number 3 concerns would be a need for a provision of a leave of absence. Number 4 regarding the officers and number c, the Parks and Recreation Director shall serve at ex-officio, says County Manager or designee. So it will not require administrative changes with on going and creating a new document. Number 6; suggest meeting chairman is a non-voting member except when there's a tie. For the agenda item substitute the County Manager or its designee. Make it cleaner. Suggest tabling for now, fixing and making new copies for next meeting.
- Glenn continued to respond to the By-laws in the second half of the Resolution to adopting the rules and fees.
- Roy reiterates in the general Park rules to add the drug portion to read "impair your judgement". Janice responded with that line being global, thought was to look at the Resolution approval or take out and makes suggestions to the County Commission.
- Glenn recommends running the range more like a business. We need to be more flexible for the Range Manager and accept advice from the commission, controlled by the County Manager and adjust times and business hours without having to do an Agenda item or bring to the county commission to consider. It takes 45 days to 2 months. It is not in our best interest and we need an opportunity to make decisions with administrative discretion and achieve flexibility separate from what the attorneys have in place by the county commission, quasi entrepreneur business operations manual. Next month Ed and Jane can return with more information.
- Chuck made a comment that it took 2 years to sell the brass. Buying from wholesale vendors at retail prices and selling are not resolved.
- Discussion between Janice Ridondo and Jane Pike regarding the original Resolution and whether the Park Manager would be able to make decisions for the park as recommended. Janice stated the Standard Operating Procedures clearly can be

dissolved and Jane agreed with the approval from the BCC to turn over the Resolution to the park management, which would become the rules of the range. We could dissolve or amend the Resolution and add operating procedures.

- Glenn added, regarding the by-laws and policies need to be flexible to run the range. It takes 2 years of agreements to get attorneys on board and going to the BCC to do mundane things.
- Tony refers to the document that it appears the previous committee was required to give it to the board to change the original name of the park to range. It seems to be a cosmetic issue to amend. Our biggest issue is the by-law documents and regulations so much that we cannot manage the park. Hand it over to people who are running it. To change names was the first part of the document to move forward.
- Chuck comments there is a Business Plan and Enterprise Fund manuals. Park manager should be operating outside and purchasing ammo with petty cash, which created problems with operations. Instead the park needs to put in a purchase order through the process. How can you operate like a business if you can't order ammo? We need to change that process.
- Tony comments that there is an over-regulated body to vote on these things. Put it in the hands of the Park Manager – viable control on purchasing.
- Chuck adds that a \$10 Rifle-Pistol shooters will kill the business. It was not suggested by the National Shooting Sports Foundation (NSSF). There were college classes at the Shot Show and no one in the shooting park attended.
- Vice-chairman Ron Lurie reiterated that the research done in 2008 By-laws are in the minutes of 2008 BCC meeting.
- Glenn agrees the committee that put together the document was at a different time with different people, administration and documents. We need to treat this as a business and not operate like a swimming pool. The county management needs to understand we need to be more flexible and let us run the range. He acknowledges and agrees with Chuck Musser.
- Ed added the Rules and Regulations in Title 19 references specifically to the Parks and is guilty of misdemeanor, what they call scope creep. It doesn't take 90 days to have the fees go to the BCC. Rules and Regulations will advise the committee by Jane, Steve and myself. Advisory rules: Rules and Regulations of the facility documents are too big and needs to be smaller. Range verses Park – according to the County Code, parks don't apply to the range. Signs – we don't have the money to replace, although brochures, guest passes or any future reproductions need to be changed to Shooting Range. Chuck and Glenn nodded in agreement.
- Roy continues to address issues in document. Will send to Parks Director and Park Administrator.
- More discussion continued on documents.

- Shot Show Media Day 2012 – Steve announced that the Shot Show will be held at the Boulder City range and not at the Shooting Park. National Shooting Sports Foundation has a 3-year commitment with the Boulder City range.
- Kevin Close speaking to Triple Curl who hosts the Media Day says the range in Boulder City is primitive, there is no clubhouse, no running water and no proper presentation. Triple Curl may change the location. \$10,000 for two days of shooting, one time setup and tear down. They are sensitive to price, although more sensitive to presenting products.
- Glenn suggests pursuing the chance of bringing this event to the Shooting Park. Chuck added that Media Day needs a 1000-yd range, same as American Heroes requested in November 2010 for their event. We blew it!
- Steve agreed we definitely need longer ranges to accommodate bigger events at the park. Long range shooting class 3 is at 985 yards. It's possible to set up temporarily. Kathy Williams organizes Media Day, which would be good press for the park. We have to move forward from this point on.
- Janice added Christ Dolman, Vice-President of NSSF 2013, long range completed and management staff addressed. He will be in touch.
- Glenn responds that we have lost the opportunity, no jobs done by User Groups. We should move forward with a "can-do" attitude and market the park.
- Chuck added that donors give Boulder City range millions \$. They don't even look at our range. We need to aggressively look at these vendors.
- Range Development – Chuck asks committee to take a look at the Corporate Plan and follow the recommendation of the plan. We should actively market Shoot Las Vegas! Media Day gets word out worldwide. Nevada Department of Wildlife (NDOW) is our first partnership at the Education Center and should be included in the Naming Rights. We spent \$1500 in brochures for corporate packages and there was no follow up. Contract marketing up in June 2011, brochures are out. We need to market a \$2 coupon ad to give customers a range discount. We should help wholesale businesses sell ammunition, easy to track, not in the system.
- We should have limousines pick up tourists from the strip to shoot trap and skeet. Jane and Steve commented to add numbering system to the coupons/comp passes.
- More discussion followed regarding the Archery building/classroom.
- Glenn comments that we need to get busy and get more money to finish the Master Plan.
- Art comments that we cannot modify the public range.
- More discussion followed.

- Martin Olson comments that we are limited on ranges and cannot shoot far. We need to look at 3-500 yd ranges to get more businesses shooting out here. Until we get the money, we won't get more law enforcement or businesses out here.
- Chuck suggested following through on gravel sales.
- Jane responded that she requested a formal letter from the Bureau of Land Management (BLM) giving us mineral rights. It differs on sales and we need an opinion from BLM. They will prepare a letter to the Parks and Recreation Department. We have no record or formal response as of yet.
- Progress Report Update – Jane announced that she has requested an audit through Director Jerry Carroll and he responded that we were not on the schedule for one. Ed added that if the group prioritizes a request to go, it would be acted upon the agenda. Ed will be an active member of the committee.
- Glenn suggests a traditional audit, prefers a business analysis whether we are making money or losing money. Ed agrees, as a Comptroller and CPA background, is here for the business purpose. He continues that we should balance the shooter numbers with reality and figure out how to make things work. How do we capture and track spending profitably and what's not. Spend money where it matters and use facts for allowance to continue operations, which may or may not create friction. We have to have conversation and track and analyze things.
- Glenn added that there is a sense of struggle with bureaucracy and not allowed operating as an Enterprise Fund. He gets what goes into policy and county commission by-laws. Ed responds that the staff is great and has the willingness to work with the new manager, taxpayer stewards acting the way they were managed.
- Flatbed Truck – Jane returned to automotive because by the guidelines, the truck was not being used and the shooting park did not need it. In reality, she needs to work with Steve, as we may be able to get back and use as a shared resource.
- Steve announced the purchase of the forklift and was told the Purchase Order was in process. The flat bed truck will be needed. The skid steer is not good because they cannot see when carrying items in the front of the lift. Staff has to rely on each other for guidance.

Agenda Item V.

**Shooting Park Briefing – Steve Carmichael Park
Administrator**

- Steve updated the committee on the construction of the Sporting Clay courses. On March 29, Real Property Management (RPM) approved the design and is moving ahead. The parking lot was struck and Lew Wallenmeyer, Director of Air Quality offered to develop a new parking lot for 200 vehicles using slurry and chip seal. Another meeting is scheduled for tomorrow at 1:30pm regarding the cart barn. Cart barn size was cut in half to allow room for parking lot. Money is split between parking lot and cart barn. Golf cart path move too far east and moved out of the safety fan.

- Summer Skeet League June 2 – Steve continued to announce the new skeet league to run for 13 weeks during the summer starting June 2. We have 24 towers and only use 1/3 of the towers. We need to lean on clay target areas and use more fields. We have a trap league on Wednesday nights. On May 16-20 we are having a major shoot hosted by the Las Vegas 1000 Club and they want to do another one in the fall October 2011. Fees for the Skeet league (passed out flyer) Thursday night, same format as the Wednesday night leagues. Out of 15 months, only 2 User Groups came forward so we are starting league sign-ups at each center.
- Chuck commented about patrons having 9 shoots during the year that get better prices. Steve responded that Woods and Water and the ATA have 9 or more shoots and have added more groups and events. Steve continued that the fee structure is not conducive to shotgun shooters. Chuck responded that Lesa's committee toured the ranges and recommended charging \$10 fees at Rifle-Pistol and reducing shotgun fees.
- Jane responds that fees that come to this group are not familiar with these proposals.
- Glenn asked that fees go to BCC in writing. Steve comments that we need \$10 Rifle-Pistol corporate fee for Monday/Tuesday private parties only.
- Archery Building – Kevin Kelley announced that the building is not good for archers. RPM down scaled the building to restrooms only for better use of money. There were concerns with the BLM contract and changing the building plans.
- NSSF Grant Update – Steve thanks Chuck, Art, Glenn and Jim Foreman for reviewing the draft application and making suggestions. Steve submitted the grant application on Friday. The amount of grant of \$500,000 is given out nation wide and we requested \$50,000 with an in-kind match of \$45,000. Steve will provide copies to all committee members. We should know within a week.

Agenda Item VI.

Discussion: Public Input

- Chuck has two concerns – 1. There is a 5th wheel stored in the maintenance yard with no license plate. This is being stored for free. It is a liability to the county. 2. A range master is carrying a pistol and wearing it in plain sight. You cannot carry a weapon on County property and if so they should be certified. It's kind of scary being allowed to carry a firearm on the range.
- Steve announced if the committee could take a look at the list of Business Retail Network and deliver brochures to businesses in their communities. Make contact and keep brochures filled.
- More comments and discussion followed.
- Kevin Kelly asked if the range was ever going to be privatized comments he heard from Commissioner Collins.

- Ed responded that Commissioner Sisolak made the comment and not Commissioner Collins. Staff limitation of the selling, one commissioner out of seven and we need four commissioners to do anything. Commissioner Sisolak is one voice and attempts to control exposure. Let's give the Park Manager a chance and back off on the conversations. It relates to the donation and new manager. The staff is committed to move forward.
- Janice commented that we need to educate the public and it was only Commissioner Sisolak that doesn't know how the operation works.
- Glenn comments that this is a major business with the discretion of the income. To start a new business, the economy makes the park self supporting to make money.
- Chuck commented that we are 20% ahead of revenue that Hobbs and Ong foreseen in the Enterprise Fund Report.
- More comments followed.

Agenda Item VII.

Action Item: Adjournment

- Meeting was adjourned at 8:20pm.
- Next meeting is on May 17, 2011 at the Government Center ODC Training Room 3

Clark County Department of Parks and Recreation