

**CARSON CITY RANGE TASK FORCE**  
**Minutes of the March 6, 2019 Regular Meeting**  
**Carson City Community Center Sierra Room**  
**851 East William Street, Carson City**  
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**DRAFT**

A regular meeting of the Carson City Range Task Force was scheduled for 1:00 p.m. on Wednesday, March 6, 2019 in the Community Center Sierra Room.

**PRESENT:** Chairperson – Lori Bagwell  
Vice Chair – Nick Fontanez  
Member – Bob Blackwood  
Member – Brad Bonkowski  
Member – Rick Cooley  
Member – Sean Giurlani  
Member – David Hillis  
Member – Carol Howell  
Member – Aaron Keller  
Member – Steve Robinson  
Member – Terry Tussey  
Member – Steve Schuette

**STAFF:** Jennifer Budge, Parks and Recreation Department Director  
David Navarro, Parks Operations Superintendent  
Benjamin Johnson, Deputy District Attorney  
Tamar Warren, Deputy Clerk

**NOTE:** A recording of these proceedings, the Range Task Force’s agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Recording Secretaries Division of the Carson City Clerk’s Office, during regular business hours. For minutes and audio recordings of this Board’s meetings, please visit [www.carson.org/minutes](http://www.carson.org/minutes).

**CALL TO ORDER**

Chairperson Bagwell called the meeting to order at 1:03 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called and a quorum was present. Member Hillis arrived at 2:15 p.m. Member Blackwood arrived at 3:45 p.m. Member Schuette left at 4 p.m. and Vice Chair Fontanez left at 4:45 p.m.

**PUBLIC COMMENTS**

Chairperson Bagwell entertained public comments. Kristy Scott, owner of Battle Born Ammunition and Firearms, introduced herself and expressed frustration that the new range hours had not been communicated to the public and about the expense she had incurred purchasing frangible ammunition.

**1. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES (JANUARY 31, 2019)**

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Chairperson Bagwell entertained comments or corrections to the minutes. Vice Chair Fontanez noted an error, (corrected in the final minutes) in the header. Chairperson Bagwell entertained a motion.

**MOTION: Vice Chair Fontanez moved to approve the minutes as corrected. The motion was seconded by Member Giurlani. Motion carried 10-0-0.**

**2. MODIFICATIONS TO THE AGENDA**

There were no modifications to the agenda.

**3. MEETING ITEMS**

**A. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO MAKE RECOMMENDATIONS TO STAFF OR THE PARKS AND RECREATION COMMISSION REGARDING OPERATIONS OF THE CARSON CITY RIFLE AND PISTOL RANGE AND PROVISIONS FOR FUTURE RANGE USE AGREEMENTS WITH A PRESENTATION BY THE CARSON RIFLE AND PISTOL CLUB.**

Chairperson Bagwell introduced the item. Ms. Budge explained that the current agreement with the Rifle and Pistol Club would expire in April 2019; therefore, she had invited them for a discussion and an open dialogue in order to draft a future and more appropriate draft agreement to be presented to the Parks and Recreation Commission on April, 2, 2019.

Carson Rifle and Pistol Club President Chris Carver gave an overview of the Club's activities and cited examples of handouts created by them in cooperation with the Parks and Recreation Department. Mr. Carver also requested one day per month, although he preferred two days, to hold matches at the range. In response to a question by Member Giurlani, he explained that the bullets were leaving the range due to improper use and outlined a need for better education. Member Howell received clarification that the Club was requesting half of the covered and half of the uncovered range once per month for five hours, and specifically on Sunday, April 7, 2019, in exchange for Range Safety Officer (RSO) support for the "other 3.5 Sundays", adding that the bays were not part of this request. Member Howell believed that the reservation documents were for individuals and not for clubs as they would be signed by an individual with no mention of the organization on behalf of which they were signing. Ms. Budge noted that these documents were created by the City and could be revised. Member Howell explained that their club would not be shooting with frangible ammunition which was costly and would take some of the two-hour shooting time to clear gun jams. Ms. Budge clarified that two bays are available to be reserved on Sundays and that frangible ammunition was not a Sunday requirement as the landfill is closed that day.

Chairperson Bagwell wished to discuss suggestions to include in the use agreement draft and address the communication mishaps that Ms. Scott had alluded to. Discussion ensued and Mr. Carver was in favor of "some reciprocity" in return for providing RSOs. He also stated that a day other than Sunday would work for them to conduct matches. Member Giurlani wished to address public education as well. Chairperson Bagwell clarified

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that the Task Force could make recommendations but that did not guarantee approval or implementation by the Board of Supervisors. Ms. Budge commented on the discussion by noting that the Parks and Recreation Department did not have enough resources to manage the range and noted “we need the Club and appreciate the Club”, acknowledging the volunteers who worked in bad weather and enforced rules such as frangible ammunition. She referenced the two reports that noted many issues at the range. Further discussion ensued regarding range use by trained shooters and use by the general public and clubs. Mr. Johnson clarified that an insurance waiver by the Rifle and Pistol Club did not necessarily protect the City from a lawsuit.

Member Hillis arrived at 2:15 p.m.

**MOTION: Member Howell moved to grant a six-month agreement to the Rifle and Pistol Club to continue providing the range with the RSOs and to establish a free day for them to shoot. Member Giurlani seconded the motion.**

Member Hillis suggested having 2 days noting that about 40 matches had been cancelled already. Chairperson Bagwell noted that the second day could be on a day other than Sunday.

**AMENDED MOTION: Member Howell amended her motion to have a six-month agreement [with the Rifle and Pistol Club] to provide the range with RSOs in exchange for using [half] the range [per Mr. Carver’s request] for one day per month, as long as the range is open. Secunder Member Giurlani agreed to the amendment. Motion carried 11-0-0.**

**B. FOR POSSIBLE ACTION: REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION TO STAFF REGARDING THE USE OF RANGE SAFETY OFFICERS AT THE CARSON CITY RIFLE AND PISTOL RANGE.**

Chairperson Bagwell introduced the item. Ms. Budge presented the Staff Report, incorporated into the record. Member Howell received confirmation that RSOs do not have to be approved or trained by the Pistol and Rifle Club.

**MOTION: Member Giurlani moved to “hold on to the Range Safety Officers” throughout the six-month interim agreement. The motion was seconded by Member Howell.**

Member Hillis expressed concern that should the range open sooner than six months, the Club would be required to provide RSOs seven days per week. Member Bonkowski suggested changing the term interim agreement to “until it [the agreement] is terminated” and specify that the agreement is for six months, adding that a new agreement nullified this six-month one. Chairperson Bagwell clarified that the interim agreement is for the time frame that that covers the range not being open 7 days per week.

**AMENDED MOTION: Member Giurlani wished to amend his motion to state that the term of the RSOs matched the interim agreement (and that the interim agreement will be readdressed when the range is open to the public full time). Motion carried 11-0-0.**

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**C. FOR POSSIBLE ACTION: REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION TO STAFF REGARDING FENCING AT THE CARSON CITY RIFLE AND PISTOL RANGE.**

Chairperson Bagwell introduced the item. Ms. Budge presented the Staff Report, incorporated into the record, and recommended the first phase of fencing with appropriate signs. Discussion ensued regarding the proposed wire fence and its deterrent function with signage. Member Robinson was informed that the reports recommended fencing the range. Chairperson Bagwell suggested keeping fencing as “the last item on the radar”. Ms. Budge confirmed that many people “sneak into” the range. Member Howell recommended giving Staff a prioritized list.

**MOTION: Member Howell moved to recommend to Staff to place fencing in the long range category (and focus on signage for now). The motion was seconded by Vice Chair Fontanez.**

Mr. Navarro noted that he had priced signage and a box of 20 signs would cost \$380, and that \$700 would be spent on purchasing 40 signs; however, the printing was extra.

**Motion carried 11-0-0.**

**D. FOR POSSIBLE ACTION: REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION TO STAFF REGARDING POTENTIAL ALTERNATIVE LOCATIONS FOR THE CARSON CITY RIFLE AND PISTOL RANGE.**

Ms. Budge presented the Staff Report which is incorporated into the record and reviewed the recommended properties for two possible sites. She stated that the second site, off Deer Run Road, had not been desirable and not added to the current Lands Bill. She also noted that they were seeking BLM approval for the usage of some of the parcels. She also responded to clarifying questions by the Commissioners.

**MOTION: Member Bonkowski moved to direct Staff to continue their conversations with Lyon County and BLM to explore the feasibility of map number one as an alternative location for the shooting facility. The motion was seconded by Member Cooley.**

Member Blackwood arrived at 2:50 p.m.

Member Blackwood cautioned that in addition to the size of the property, Staff must consider “the downrange issue that we have” and that “we need a couple of thousand acres”. Member Howell believed that solving the issues and getting the range open were the task force’s priority, adding “moving the range is so far down the line” that Staff should not spend time until the current issues are taken care of. Member Bonkowski noted that the decisions made at the Board of Supervisors’ level would be contingent upon a long-range plan.

**Chairperson Bagwell called for the vote. Motion carried 12-0-0.**

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**E. FOR POSSIBLE ACTION: REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION TO STAFF REGARDING DESIGN AND ENGINEERING SERVICES FOR IMPROVEMENTS TO THE CARSON RIFLE AND PISTOL RANGE.**

Ms. Budge presented the Staff Report which is incorporated into the record. She also reviewed the accompanying late material which showed the “destroyed” concrete target curbs causing bullets to ricochet, noting that, per the engineering estimate, they could be replaced for \$6,000, possibly through Public Works. Ms. Budge also reviewed the design parameters and the quotes from the engineering design firm, adding that she was still negotiating fees which she believed were high at this time. She also responded to members’ questions and clarified that they must follow the 2012 NRA Range Source Book design guidelines. Chairperson Bagwell inquired whether all the listed work was necessary to open the range or were they “nice to have” items. Ms. Budge stated that they were focusing on the primary issues at this time. Discussion ensued regarding the necessary berms and bay dividers.

Member Blackwood believed that baffles were necessary to control those who would shoot up in the air and believed that full time enforcement was required in the public areas. He also gave examples of other ranges that utilize new technologies “to keep projectiles inside the range”. Member Hillis recommended not including baffles as an immediate “must have” item. Ms. Budge believed that drainage must be addressed in the bays. Discussion ensued regarding needs that could be identified immediately and incorporated into an NDOW grant request. Member Bonkowski highlighted the urgency of hiring an engineer and having the plans drawn in order not to create a void and push many to go fire in the hills. Member Howell suggested ranking the repairs from one to five to receive a relevant bid. Member Keller stated that similar applications are currently with NDOW and wished to receive a grant application immediately. Chairperson Bagwell referenced the NRA report and suggested choosing several items that can be repaired without engineering help, and moving the projects along.

**MOTION: Member Hillis moved to “have a City staff engineer review the drainage, review the volumes we need for doing earth work alone to move that project forward”. The motion was seconded by Vice Chair Fontanez.**

Member Cooley expressed concern about the long-term maintenance plan, and Member Giurlani believed that a maintenance management entity should be created from community members to identify needs and that the work could be done utilizing the inmate crews. There were no other comments and Chairperson Bagwell called for the vote.

**Motion carried 12-0-0.**

Member Hillis was informed by Member Keller that the NDOW grant could incorporate multiple items; however, he suggested submitting it as soon as possible. He also noted that all the discussions including the signage materials, concrete work, etc. were eligible for the grant. Ms. Budge noted that she would write the grant, which was due early March, and Mr. Keller offered to work with Ms. Budge. He also advised addressing the safety concerns first. Member Bonkowski was in agreement and suggested making it a first priority, adding that the

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physical implementations to keep the range open should be second, the long-range remediation should be third, and relocation should be fourth.

Chairperson Bagwell recommended going through a report and prioritizing the recommendations. Ms. Budge suggested using the NRA report recommendations and Chairperson Bagwell noted that Staff would prioritize the list based on this discussion.

Member Schuette left the meeting at 4 p.m.

Chairperson Bagwell led the discussion of identifying the report recommendations and prioritizing what is necessary to reopen the range.

**MOTION: Member Bonkowski moved to recommend that Staff, per the discussion on the record, separate the reviewed items into operational goals: 1) action items for opening, 2) action items for intermediate operational remediation, 3) action items for long term remediation, 4) action items for relocation, and leaving out the items that were not deemed necessary. The motion was seconded by Member Howell. Motion carried 11-0-0.**

#### **4. STAFF UPDATES - DISCUSSION ONLY**

**A. DIRECTOR'S REPORT: NON-SUBSTANTIVE UPDATE ON DEPARTMENTAL ACTIVITIES RELATED TO THE CARSON RIFLE AND PISTOL RANGE INCLUDING UPDATE ON NATIONAL RIFLE ASSOCIATION RANGE EVALUATION; THE USE OF TIRES TO SUPPLEMENT LATERAL BERMS; AND CARSON RIFLE AND PISTOL CLUB EFFORTS REGARDING USER EDUCATION.**

Ms. Budge referenced the NDOW grant late material and noted it was due on March 8, 2019. She also informed the Task Force that she had submitted a Capital Improvement Request placeholder and explained that the NRA report had recommended against using the used tires. Ms. Budge also referenced the educational sheets handed out by Mr. Carver and incorporated into the record to make the public more aware on proper shooting.

#### **5. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION**

##### **A. REPORT FROM MEMBER HOWELL REGARDING SIGNAGE.**

Member Howell noted that she had photographs of the current signs and would be looking for recommendations for changes and additions. She also recommended a sign that indicates each shooter has read and understands the signs. Mr. Navarro explained that the Parks Department had adopted a master sign plan which will be followed. Member Howell also requested having a calendar to show what bays are reserved and by whom. Member Giurlani suggested additional verbiage regarding warnings and release of liability. Ms. Budge acknowledged having all the Douglas County material.

##### **B. REPORT FROM MEMBER GIURLANI REGARDING OPERATIONS.**

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Member Giurlani proposed a \$5 fee for Carson City residents; \$7 for Nevada residents; and \$10 for out of state residents. Member Bonkowski suggested having a commercial rate as well. Ms. Budge reminded the Task Force that as a result of the land acquisition through BLM, special permission may be necessary to charge fees. An annual pass was also suggested. Chairperson Bagwell suggested adding the purchase of “iron rangers” for fee collection to the grant request as well. Member Blackwood suggested using volunteer time for NDOW grant matches.

C. Report from Member Bagwell regarding funding.

D. Report from Member Blackwood regarding long term issues.

**6. FUTURE AGENDA ITEMS – DISCUSSION ONLY**

A report was requested from Ms. Budge on discussions with Lyon County and BLM and an update on the NDOW grant. Member Bonkowski suggested separating action items from the Director’s Report.

**7. PUBLIC COMMENTS**

Ms. Scott reported on the Rifle and Pistol Club meeting she had attended. She indicated that the Club had no insurance for its officers and directors. Additionally, she offered to provide RSO training “for the cost of the books”. She also believed that “too much special interest” is being served at this time. Member Bonkowski congratulated the Task Force for accomplishing “a lot today”. Member Hillis thanked Ms. Scott for her offer to teach RSO classes and offered to send inquiries her way. Member Howell was informed that the next meeting will take place at 1:15 p.m. on Wednesday, April 3, 2019. She also suggested publicizing the Task Force meeting outcomes to the public.

**8. FOR POSSIBLE ACTION ON ADJOURNMENT**

Chairperson Bagwell adjourned the meeting at 5:04 p.m.

The Minutes of the March 6, 2019 Carson City Range Task Force meeting are so approved this 3<sup>rd</sup> day of April, 2019.

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LORI BAGWELL, Chair