

**City of Carson City
Agenda Report**

Date Submitted: July 24, 2012

Agenda Date Requested: August 2, 2012

Time Requested: 10 Minutes

To: Mayor and Supervisors

From: Parks and Recreation Department - Open Space Division

Subject Title: For possible action to accept the Open Space Advisory Committee's recommendation to approve and authorize staff to execute an agreement between Carson City and Muscle-Powered, a non-profit organization, providing for a collaborative relationship for the design, construction, and maintenance of non-motorized multi-use trails in Carson City. (Juan F. Guzman / Donna Inversin)

Staff Summary: Through this agreement, Carson City and Muscle-Powered will formalize their desire to collaborate in the design, construction, and maintenance of multi-purpose non-motorized trails. Muscle-Powered will train and maintain a force of City volunteers for this effort. Carson City will provide support, insurance, and workers compensation as provided by the Nevada Revised Statutes.

Type of Action Requested: (check one)

- Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to accept the Open Space Advisory Committee's recommendation to approve and authorize staff to execute an agreement between Carson City and Muscle-Powered, a non-profit organization, providing for a collaborative relationship for the design, construction, and maintenance of non-motorized multi-use trails in Carson City.

Explanation for Recommended Board Action: The present agreement has evolved from the beginning as a Memorandum of Understanding. There were concerns with the provision of workers compensation and liability insurance. These risks have been discussed with the District Attorney's office and the Risk Manager. If volunteers are considered City volunteers, the City will be responsible for providing workers compensation in accordance with the Nevada Revised Statutes.

This action advances the City's strategic planning process under "A Physically Connected Community" and the subsection of "Pathways and Other Non-Vehicular Routes Connecting Neighborhoods, Business Districts, and Public Facilities." The effort also is in keeping with "An Active and Engaged Community," with the objectives, "Public spaces and facilities are used for public activities," and Carson City is served by strong community based organizations and recreation opportunities offered by non-profit organizations are supported." Carson City is privileged that an active non-profit organization is willing to help the City to this extent to implement our Unified Pathways Master Plan. We can support their efforts by providing insurance and capacity support. Risks are managed through the establishment of an annual operating plan, crew leader requirements, and a crew leader project notebook.

Applicable Statute, Code, Policy, Rule or Regulation:

Nevada Revised Statutes 244.195, N.R.S. 244.270, and N.R.S. 244.265

Carson City Municipal Code 13.06 - Open Space

Fiscal Impact: Undetermined as to claims. Funding for trails will be subject to Board approval as part of grant approval procedures and the budget process.

Explanation of Impact: The agreement provides for the use of funds based on grants and budget process limitations. There may be claims under workers compensation submitted to be paid by Carson City.

Funding Source: Open Space accounts

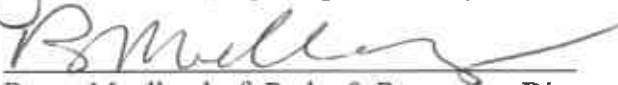
Alternatives:

- Not to approve the agreement
- Modify the terms of the agreement

Supporting Material:

- Draft Agreement
- Workers Compensation information
- Minutes of Open Space Advisory Committee meetings held on April 18, 2011, and June 20, 2011
- Proposed crew leader requirements
- Crew Leader Project Notebook (cover and table of contents only)

Prepared By:  Date: 7/20/12
 Juan F. Guzman, Open Space Manager

Reviewed By:  Date: 7/24/12
 Roger Moellendorf, Parks & Recreation Director

 Date: 7/28/12
 Lawrence A. Werner, City Manager

 Date: 7/28/12
 District Attorney's Office

 Date: 7/24/12
 Finance Department

Board Action Taken:

Motion: _____ 1: _____ Aye/Nay

 2: _____

(Vote Recorded By)

**AGREEMENT BETWEEN CARSON CITY AND MUSCLE
POWERED, A NON-PROFIT ORGANIZATION**

This AGREEMENT (“Agreement”) is hereby entered into by and between Carson City (“CITY”) and Muscle Powered. Collectively all signatories of this Agreement will be known as the cooperators.

WITNESSETH:

WHEREAS, CITY and Muscle Powered are desirous of constructing the trails outlined in Carson City’s Unified Pathways Master Plan (UPMP), enhancing bicycle and pedestrian recreational opportunities, and enhancing mountain bicycling, running and hiking trails and trail systems; and

WHEREAS, the Nevada Revised Statutes, Section 244.265, Care and Preservation of Property, empowers counties to make orders respecting the property of county in conformity with any law of the State and to care and preserve such property; and

WHEREAS, the Nevada Revised Statutes, Section 244.270, Control, Management and Gift of Property, empowers the Board of Supervisors to control and manage properties and to use for the benefit of the county; and

WHEREAS, the Carson City Municipal Code, Section 13.06.100, Preservation of Land, allows passive recreation including hiking, bicycling, and equestrian trail uses; and

WHEREAS, CITY deems it beneficial for CARSON CITY to instill a conservation ethic in mountain bicycling, running and hiking enthusiasts and develop a sense of stewardship in those users while cooperating on the construction, maintenance, and operation of trails and trail systems; and

WHEREAS, Muscle Powered is willing to design, construct, and maintain trails in accordance with current accepted techniques for sustainable trails; and

WHEREAS, CITY believes that this arrangement advances objectives of the Carson City Strategic Plan, the Open Space Master Plan, and the Unified Pathways Master Plan and would be in the best interest of the citizens of CARSON CITY;

NOW, THEREFORE, in consideration of mutual covenants contained herein, the parties agree as follows:

PURPOSE: The purpose of this Agreement is to formalize a cooperative relationship between the aforementioned agency and organization for the purpose of cooperating in the design, construction and maintenance of non-motorized multi-use trails within Carson City, including but not limited to the Kings Canyon to Ash Canyon single-track trail.

OBJECTIVE: The objective of this Agreement is to develop resources and tangible benefits such as trails and trail systems. Projects could include identification, construction, reconstruction, maintenance, restoration, operation and improvement of trails and trail systems for mountain bicycling and other trail uses in compliance with local adopted management plans (or equivalent) and other planning and public land laws.

BENEFITS: The partnership will help instill a conservation ethic in mountain bicycling, running and hiking enthusiasts and develop a sense of stewardship in those users while cooperating on the construction, maintenance, and operation of trails and trail systems. The cooperators are dedicated to responsible management of the City's natural resources through the involvement of concerned citizen groups.

The activities to be undertaken through this agreement are in furtherance of the cooperators' missions by providing the following benefits:

- Constructing the trails on Carson City's Unified Pathways Master Plan, the Open Space Master Plan, and the Carson City Strategic Plan.
- Enhancing bicycle and pedestrian recreational opportunities.
- Enhancing mountain bicycling, running and hiking trails and trail systems.

The cooperators agree to:

- Identify and facilitate opportunities to improve or develop trails and trail systems within Carson City in accordance with UPMP and where needed to create a stacked loop system of trails.
- Review and authorize all trail plans, routes, materials, site preparation activities, property clearing (if any), and maintenance activity.
- Provide trailhead and interpretive signage or cost share to provide signage that meets Carson City's sign standards and specifications; while assuring consistency with existing trail signage.

Carson City agrees to:

- Provide tools, if available, on volunteer work days.
- Provide access to Carson City public lands as specified for trail layout, design, development, and maintenance activities.
- Provide workers compensation benefits for volunteers involved in trail development activities.
- Provide assistance towards planning, design, permitting, and construction activities.
- Provide funding in accordance with the grants and budget process limitations.

Muscle Powered agrees to:

- Construct, maintain, and design trails in accordance with current accepted techniques for sustainable trails, and to provide quarterly progress reports of the work conducted to further this agreement.
- Prior to commencing any pre-approved work, each volunteer shall sign a volunteer service waiver.
- Track the date, time, and hours of all volunteers and volunteer work. At least one copy shall be provided to Carson City within one week following any recorded hours.

- Provide any necessary training to volunteers and ensure that such volunteers are capable of performing the tasks to be completed.
- Supervise volunteers at all times and ensure that all services provided under this agreement are performed in a safe manner and in accordance with all appropriate safety precautions and all applicable legal requirements.
- Assist in the search for funding opportunities and submittal of grant applications.

IT IS MUTUALLY AGREED AND UNDERSTOOD BY ALL PARTIES THAT:

- The cooperators will develop an operating plan and procedures manual as part of this Agreement that will be reviewed and updated annually.
- The cooperators will coordinate and involve volunteers in the management, planning, and operation of the mountain bicycling, running and hiking opportunities, including signing, condition surveys, construction, and maintenance activities.
- The cooperators will seek grants for the further development and management of mountain bicycling, running and hiking opportunities, as appropriate.
- Neither party waives the right to indemnification.

PRINCIPAL CONTACTS: The principal contacts for this instrument are:

Carson City:

- Juan Guzman
Carson City Parks and Recreation Department
3303 Butti Way, Building #9
Carson City NV 89701
- Ann Bollinger
Carson City Parks and Recreation Department
3303 Butti Way, Building #9
Carson City NV 89701

Muscle Powered:

- Donna Inversin
1605 N. Nevada Street
Carson City NV 89703
- Jeff Potter
Muscle-Powered
P.O. Box 2402
Carson City NV 89702

COMMENCEMENT/EXPIRATION/TERMINATION: This Agreement takes effect upon the signature of the Cooperators. It shall remain in effect for one year from the date of execution and will be automatically renewed unless one or both of the cooperators desire to terminate it. Any of the Cooperators may terminate this Agreement with a 30 day written notice to the others. This Agreement may be amended upon written request of any of the Cooperators and subsequent written concurrence of the others.

ASSIGNMENT: Neither party shall assign, transfer, or delegate any rights, obligations, or duties under the agreement without the prior written consent of the other party.

GOVERNING LAW-JURISDICTION: This agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the jurisdiction of the Nevada district courts for enforcement of this agreement.

ENTIRE AGREEMENT AND MODIFICATION: This agreement and its integrated attachment(s) constitute the entire agreement of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this agreement specifically displays a mutual intent to amend a particular part of this agreement, general conflicts in language between any such attachment and this agreement shall be construed consistent with the terms of this agreement. Unless otherwise expressly authorized by the terms of this agreement, no modification or amendment to this agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the District Attorney's Office of Carson City.

In witness whereof, the parties sign and cause this cooperative agreement to be executed.

Juan F. Guzman - Open Space Manager

Date

Ann Bollinger - Natural Resources Specialist

Date

Donna Inversin - Muscle Powered

Date

Jeff Potter - Muscle Powered

Date

Approved as to Form:

Neil A. Rombardo
Carson City District Attorney

By:

Tina Russom, Deputy District Attorney

WORKERS COMPENSATION INFORMATION

	<u>Pay Workers Comp</u>	<u>Volunteer Job Descriptions</u>	<u>Volunteer application</u>	<u>Formal Training</u>	<u>Contact</u>	
Washoe County	YES	Just duties described	YES	Yes for all agencies	Marlene Reynolds 328-2004 Al Rogers Parks 823-6528	
Douglas County	YES	A short written title mainly	YES	NO	Vicky Galloway HR 782-9066 Sheryl Christian Prks and Rec 782-9828	Have a non-profit in place to do vol appreciation and vol promotion AVID
Lyon County	YES	NO	Only for Prks and Rec with outside duties	NO	Josh Foli 577-5038	Mainly inside vol work like senior center
IVGID	NO	NO	Have a Workers Comp waiver	NO	Bea Carey Risk Mgmt 832-1211	Employees cannot volunteer - NRS
City of Reno	YES		YES		April Wolf Prks and Rec 333-7765 Kara Stewart HR 334-2285	No Answer
City of Sparks	YES	NO	YES -- and they review for any position the agency might want -- primarily all inside work	NO	Jen McCall	Different perspective of services to City not competing with staff And if provide service and/or supplies must provide own insurance
State of Nevada	YES				Mary Risk Management 687-3187 Doc Williams Workers Comp 684-7283	State Law requires workers comp to cover volunteers in a formal organization. Or a contract
State Parks	YES	YES	YES	YES -- sometimes		
USFS	YES			JHA requirements		Each Forest is different for JHA and requirements
IRTA	NO	YES	YES	YES	Mary Bennington 298-0232	
PCTA	NO	YES	YES	YES	Mike Dawson Trail Ops Director 206-463-9067	USFS - umbrella for all work comp for any related work for the PCTA
Tahoe/Pyramid	NO	NO	YES	NO		Liability release but do not have workers comp
CVTA	NO	Minimal	NO	YES	Bill Hay 790-4843	
WTA	NO Rely on land managers for comp	YES	YES	YES	Diana Bedell 206-965-8560	Some jurisdictions do not cover workers comp -- use release form

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3-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF AN AGREEMENT AND POSSIBLE RESOLUTION WITH MUSCLE POWERED FOR MUTUAL COOPERATION IN THE CONSTRUCTION AND DEVELOPMENT OF TRAILS (6:02:21) - Chairperson Jacquet introduced this item. Ms. Bollinger provided background information and reviewed the agenda materials. She noted the errata sheet distributed to the committee members and staff prior to the start of the meeting, and reviewed the same.

Chairperson Jacquet entertained public comment. (6:05:20) Jeff Potter, of Muscle Powered, thanked Mr. Guzman, Ms. Bollinger, and Mr. Moellendorf. "It's a pleasure working with them." Mr. Potter thanked the committee for all their support.

Member Green-Preston acknowledged that previously expressed concerns relative to worker's compensation had been addressed in the current version of the agreement. Vice Chairperson Scott expressed support for an agreement "or something formal ... it gives Muscle Powered a little bit more standing and ... it's a little clearer that they're a partner ..." He expressed appreciation that Muscle Powered is "looking past the Kings Canyon area into broader trail efforts ..." In response to a question, Ms. Bollinger read into the record the agreement provisions relative to annual renewal.

Chairperson Jacquet entertained additional public comment; however, none was forthcoming. In response to a question, Ms. Bollinger provided direction with regard to staff's recommended action. Chairperson Jacquet entertained a motion. **Vice Chairperson Scott moved to recommend to the Board of Supervisors approval of an agreement or resolution with Muscle Powered for mutual cooperation in the construction and development of trails in Carson City and to thank Muscle Powered for their efforts. Member Lincoln seconded the motion. Motion carried 4-0.** Chairperson Jacquet thanked Mr. Potter and Open Space Program staff, and commended the agreement.

3-C. ACTION TO MAKE RECOMMENDATIONS TO THE BOARD OF SUPERVISORS REGARDING THE TENTATIVE FISCAL YEAR 2011 / 2012 ANNUAL BUDGET FOR THE OPEN SPACE PROGRAM (7:43:26; 7:52:48) - At Mr. Guzman's request, Chairperson Jacquet recessed the meeting at 7:43 p.m., reconvened at 7:52 p.m., and introduced this item. Mr. Guzman reviewed the agenda materials.

Vice Chairperson Jacquet expressed appreciation for the Board of Supervisors' action relative to the Open Space Program internal finance charges. With regard to the federal lobbyist charges, he discussed misgivings "about stopping completely" in consideration of valuable services rendered over the years. He cited the Waterfall Fire rehabilitation, as an example. In response to a question, Mr. Guzman advised that overtime is based on a 40-hour week. In response to a further question, Mr. Moellendorf explained the carry-over mechanism of the Question #18 budget which is "different from our general fund budgets." He reviewed various Question #18 line items, as reflected in Exhibit F, in response to additional questions. With regard to the fire suppression budget, Vice Chairperson Scott expressed the opinion that any major fire would be a City-wide problem "not just an open space problem." Mr. Moellendorf discussed the importance of a reserve account to address any fire on open space property. "It's not intended to pay for fires not on open space properties." Mr. Moellendorf acknowledged that the \$100,000 has been carried forward in each new budget year. Mr. Guzman clarified the intent to increase the reserve amount; "it's just

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3-B. DISCUSSION AND POSSIBLE ACTION REGARDING A MEMORANDUM OF UNDERSTANDING WITH MUSCLE POWERED PROVIDING FOR MUTUAL COOPERATION IN THE CONSTRUCTION AND DEVELOPMENT OF TRAILS (6:11:27) - Chairperson Jacquet introduced this item. Ms. Bollinger reviewed the agenda materials, and inquired as to Muscle Powered's willingness to "extend the responsibility for trails around the Carson City area." (6:12:50) Muscle Powered Board member Jeff Potter introduced fellow board member Donna Inverson. Mr. Potter advised of not having had the opportunity to present the suggestion to the Muscle Powered Board, but expressed the belief the board would be in agreement. Ms. Inverson concurred.

In reference to the recommended action, as outlined in the agenda report, Ms. Bollinger advised of discussions with the District Attorney's staff relative to the form of the agreement. She acknowledged that the purpose, objectives, and benefits of the agreement will remain essentially the same. (6:14:08) Ms. Russom explained the District Attorney's policy relative to cooperative agreements or contracts rather than memoranda of understanding. Vice Chairperson Scott expressed a preference for a cooperative agreement which would be more representative of the committee's relationship with Muscle Powered.

Mr. Guzman responded to questions regarding other cooperative agreements with the City and the workers compensation provision, as outlined in the draft agreement included in the agenda materials. Following discussion, Mr. Moellendorf advised that all of the City's cooperative agreements provide for mutual indemnification. "And we always include waiver of liability statements ..." In response to a question, he advised that there will not always be a City employee present at volunteer work day events. He assured the committee members there has never been a problem. At Chairperson Jacquet's request, Mr. Guzman agreed to return with a final draft agreement prior to the committee taking action. Chairperson Jacquet entertained additional committee member and public comments. When none were forthcoming, he entertained a motion. **Member Lincoln moved to continue this to the next committee meeting for review of the draft cooperative agreement. Member Green-Preston seconded the motion. Motion carried 4-0.**

Mr. Guzman discussed the community support service grant, funded through Question #18, awarded to Muscle Powered by the Board of Supervisors. Vice Chairperson Scott requested staff to ensure that a copy of the cooperative agreement, which is the subject of this agenda item, is provided to Muscle Powered representatives prior to the next committee meeting.

3-C. ACTION TO ACCEPT THE BUDGET TRACKING UPDATE FOR THE PERIOD FROM MARCH 31, 2011 (6:29:13) - Chairperson Jacquet introduced this item, and Mr. Guzman reviewed the agenda materials. Member Green-Preston expressed concern over the amount of funding being allocated to the lobbyist firm, and discussion followed. At Chairperson Jacquet's request, Mr. Guzman agreed to research the method by which the lobbyist fees are billed and to agendize a corresponding discussion item for a future committee meeting. Vice Chairperson Scott discussed the benefits of having lobbyists already retained, and the importance of thoroughly researching the issues discussed. Additional discussion followed.

At Chairperson Jacquet's request, Mr. Guzman provided background information on a bill introduced by Assemblyman Pete Livermore regarding the internal service charges line item, which was first presented during a Board of Supervisors meeting. In response to a question, he advised that the Board of Supervisors took action to draft a letter to Assemblyman Livermore declining to support the bill and to agendize further

Proposed
Muscle Powered
Crew Leader Requirements

Crew Leaders

- Must be current Muscle Powered members. Guest Crew Leaders excluded. *A guest crew leader is an individual from a neighboring organization or agency, who have been invited to assist Muscle Powered on workday projects. TAMBA, TRTA, CVTA, Poedunks, Nevada State Parks, U.S.F.S. and BLM.*
- Training and formal certification is required through TRTA, other recognized trail organizations, or relevant Public Agency training.

Crew leaders are required to give a tool safety talk (Tailgate Talk) prior to the start of any maintenance or construction activities.

Crew Leader Requirements

A crew leader should be able to:

- Manage a crew on specific work day projects.
- Assist the work day crew leader with managing the work day.
- Train volunteers, and other assigned workers.
- Ensure all safety requirements are followed.
- Manage all emergency incidents that arise in his/her work crew.
- Exercise appropriate leadership to ensure his/her work crew has a rewarding trail work day experience.

Prerequisites for a Muscle Powered Crew Leader:

- Basic First Aid and CPR Certified.
- Review Muscle Powered Communication & Emergency Action Plan for specific projects.
- Satisfactorily give work day overview, safety and tool briefings (C.U.S.S.).
- Satisfactorily handle all work day MP paperwork requirements.
- Satisfactorily employ leadership, communication and teamwork skills with workers and the work day crew leader team.
- Demonstrate and enforce safety protocols at all times.
- Organize assigned work project and make work assignments.
- Motivate assigned workers.
- Provide a positive work day experience that makes volunteers want to return.
- Appropriately handle any personnel issues that arise.
- Foster teamwork within assigned work crew and with other work crews.
- Understand U.S.F.S. Trail Management Objective (TMO) standards for hikers, equestrians and mountain bikes and apply them to work day projects.
- Understand construction flagging standards.
- Demonstrate ability to perform and manage basic trail building and maintenance projects.
- Direct new trail construction that meets USFS & MP standards and process.
- Understand and apply TMO sheets.
- Corridor Clearance.
- Tread Base Preparation.
- Basic Trail Construction, Highlining, and Benching.
- Application of Rolling Contour Principles.

Should have the knowledge of:

- Basic Rock Movement.
- Cribbing.
- Single Layer Rock Walls.
- Single Rock Steps.
- Topographic and Climbing Turns.
- Intermittent Drainage Crossings.
- Tread Finishing and BMPs.
- Use and reclamation of borrow pits.

Basic mountain bike features

- Choke points.
- Setup turns.
- Alternate routes.
- Sight lines.

Basic Equestrian Features

- Horizontal and Vertical Clearances.
- Turn Radii.

Corridor, tread and minor feature maintenance

- Trail Section Assessment.
- Mitigation, restoration and rehabilitation.
- Brushing and corridor clearance.
- Deadfall removal.
- Drainage Clearing.

Tool caching

- Location and Marking.
- Safety.
- Counting and Reporting.

ADDITIONAL TECHNICAL SKILLS DESIRABLE FOR CREW LEADERS

(must be qualified for technical skills to manage the indicated technical project)

• Planning

- Layout tight flagging

• Rock Projects

- Grip hoist operation and project application
- Multilayer Rock wall construction
- Rock multi-step construction

• Turns

- Switchback
- Armored Turn

• Water features

- Perennial Stream crossing
- Tumpike
- Causeway
- Equestrian Crossing

• Technical Training

- USFS Sawyer Certification
- Grip Hoist Training Course
- Rock Planning, Shaping, Transport, and Construction Course

• Technical mountain bike features

- Incorporating jumps & natural features
- Landing & fall zones

- Armored or Natural Featured Banked turns

Adopted from the TRTA Crew Leader Requirements.

Crew Leader
Project Notebook

**MUSCLE
POWERED**
EST. 1998



WALK BIKE BUILD

**Citizens for a Walkable
and Bikeable Carson City**

Crew Leader
&
Trail Crew
Guidelines and Requirements

**Mission Statement for the Construction and Design
of
Non-Motorized Multi-Use Trails**

It is our intent to produce trails that are well-constructed, sustainable, and enjoyable by following the guidelines established by the U.S. Forest Service and the International Mountain Bicycle Association for the purpose of the design and construction of natural surface trails.

**MUSCLE
POWERED**
EST. 1998



WALK BIKE BUILD

**Citizens for a Walkable
and Bikeable Carson City**

Established in 1998, Muscle Powered is a community group dedicated to making Nevada's capital city a better community for bicycling and walking through advocacy, education, and promotion of bike-and-pedestrian-friendly roadways, and bike-and-pedestrian-friendly development and redevelopment.

Muscle Powered is a member of the League of American Bicyclists , America Walks, and the International Mountain Bicycling Association.



Muscle Powered Project Notebook Crew Leader & Trail Crew Guidelines, Requirements and Forms

1. Crew Leader

- Daily Checklist
- Personal Protection Equipment (PPE)
- Detailed Daily Checklist
- MP/U.S.F.S VSA
- Trail Specifications
- Project/Maintenance Form
- Project Map
- Tool Inventory Form
- Damaged/Lost Tool Form

2. Medical/Emergency Action

- Trailhead Communication Plan (TCP)
- CTH Map
- Emergency Action Plan (Safety Net)
- Emergency Access Points/Evacuation Points/HLZ's
- Soap Notes
- Incident Report
- Witness Report
- CA-1

3. Trail Construction Diagrams

- Possible Environmental Impacts of Trail Recreation
- USFS Trail Matrix
- Rolling Contour Trails
- Tread Watersheds
- Trail Grade
- Half Rule/Maximum sustainable Grades
- Trail Corridor
- Full Bench Trail
- Chokes/Corralling
- Climbing Turns
- Rolling Crown Switchbacks
- Insloped Turns
- Retaining/Crib Walls

Located in Binder Sleeves

- Sign-in Waiver
- Parental Permission
- Job Hazard Analysis (JHA)
- Muscle Powered Membership