



## STAFF REPORT

**Report To:** Board of Supervisors                      **Meeting Date:**  
**Staff Contact:** Jennifer Budge, CPRP, Parks and Recreation Director

**Agenda Title:** For Possible Action: Discussion and possible action regarding a proposed interlocal agreement between Carson City and the Board of Regents of the Nevada System of Higher Education (“NSHE”) on behalf of Western Nevada College (“WNC”) for use of the Community Center/Bob Boldrick Theater, Marv Teixeira Pavilion and other City-owned parks and recreation facilities to be paid on a per reservation basis according to the Fees and Charges Policy previously adopted by the Board of Supervisors. (Jennifer Budge, jbudge@carson.org)

Staff Summary: This agreement, if approved, would authorize WNC to use the Community Center, Bob Boldrick Theater, Marv Teixeira Pavilion and other parks facilities in accordance with the adopted Parks, Recreation and Open Space Fees and Charges Policy.

**Agenda Action:** Formal Action / Motion                      **Time Requested:** Consent

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### Proposed Motion

I move to approve the agreement as presented.

### Board's Strategic Goal

Quality of Life

### Previous Action

N/A

### Background/Issues & Analysis

WNC utilizes the Marv Teixeira Pavilion, Bob Boldrick Theater, and various meeting rooms within the Carson City Community Center for WNC purposes including graduations and other school activities. WNC also stages theater productions through the Western Nevada Musical Theater at the Bob Boldrick Theater. NSHE conducts periodic audits of WNC and requires contracts for use of community space. The agreement outlines the process, procedures, and fees required for such use.

### Applicable Statute, Code, Policy, Rule or Regulation

NRS 277.180; Carson City Parks, Recreation and Open Space Fees and Charges Policy

### Financial Information

**Is there a fiscal impact?** Yes

**If yes, account name/number:** General Fund: Theater -Revenue Aud/Building Rentals 1015080-447030 and MTP - Revenue Parks Use 1015080-447200

**Is it currently budgeted? Yes**

**Explanation of Fiscal Impact:** WNC is required to reserve and pay for use of all parks and recreation facilities in compliance with the adopted Fees and Charges Policy. The revenue associated will be posted to the account numbers listed above. Auditorium/Building Rental Fees were budgeted at \$64,000 for several years, and the City collected over \$80,000; however, during the pandemic, for Fiscal Year 2021, the City only received \$17,886 in revenue. Park Use Fees were budgeted at \$55,000 for several years and the City collected about as much prior to the pandemic; however, these revenues have decreased as well and in Fiscal Year 2021 the City received \$3,384. Based on WNC reservations in 2019, approximately \$29,000 is anticipated in revenue for WNC typical use.

**Alternatives**

Do not approve the agreement and provide alternative direction to staff.

**Attachments:**

[WNC interlocal final.pdf](#)

[Fees and Charges Policy BOS Approved 11.05.2020.pdf](#)

**Board Action Taken:**

Motion: _____	1) _____	Aye/Nay
	2) _____	_____
		_____
		_____
		_____

\_\_\_\_\_  
(Vote Recorded By)

## **INTERLOCAL AGREEMENT**

This Interlocal Agreement (“Agreement”) is hereby made and entered into by and between the Board of Regents of the Nevada System of Higher Education (“NSHE”) acting by and through Western Nevada College (“WNC”) and Carson City (“City”), a consolidated municipality and political subdivision of the State of Nevada, acting by and through the Carson City Parks and Recreation Department (“CCPR”), which may be individually referred to as “Party” and collectively referred to as “Parties.”

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, it is deemed that the services hereinafter set forth are both necessary and in the best interests of the State of Nevada and Carson City.

NOW, THEREFORE, in consideration of the aforesaid premises, the Parties mutually agree as follows:

1. **Use of Space.**

- A. CCPR agrees to provide facility space to WNC, located at 851 E. William Street, Carson City, NV, which is also known as the Community Center/Bob Boldrick Theater/Marv Teixeira Pavilion, and other City-owned space(s) as determined by the Parties.
- B. In addition, WNC shall have the non-exclusive use of public, common and parking areas, along with others permitted to use them, in accordance with rules and regulations promulgated by and applicable to CCPR.
- C. The CCPR Theater Waiver and the Conditions of Use of the Carson City Parks and Recreation Facility: Facility Rental Waiver & Policies are attached to this Agreement as Attachments 1 and 2 respectively, and are incorporated by reference into this Agreement.
- D. This Agreement and Attachments 1 and 2 are intended to set forth all of the terms and conditions of WNC’s uses of CCPR’s space. Any other document, permit or agreement required by CCPR to reserve particular dates or to estimate the cost of facility space are subject to the terms and conditions set forth herein. To the extent that any other document, permit, or agreement required by CCPR to reserve particular dates or to estimate the costs of facility space contradicts the terms and conditions set forth herein, the terms and conditions set forth herein are controlling.

2. **Scheduling.**

WNC’s Director, or designee, or other authorized WNC staff will contact CCPR via email or phone to schedule the dates throughout the year, but no less than 30-days in advance. CCPR will enter requested dates into its online reservation system and provide a confirmation of reservation via email if dates are available. CCPR may at its discretion, employ a traditional dates reservation model and/or require WNC to enter dates requests via an online system.

3. **Indemnification.**

In accordance with the limitations of NRS 41.0305 to NRS 41.039, WNC hereby indemnifies and holds CCPR, its directors, officers, and employees harmless from and against any and all

liability, losses, damages, claims, or causes of action and expense arising, directly or indirectly, by or as a result of an act or omission of WNC, its officers or employee in the performance of this Agreement. WNC's indemnity obligation is limited to \$100,000 per cause of action pursuant to NRS 41.035 and WNC will assert the defense of sovereign immunity in all cases.

In accordance with the limitations of NRS 41.0305 to NRS 41.039, CCPR hereby indemnifies and holds WNC, its directors, officers, and employees harmless from and against any and all liability, losses, damages, claims, or causes of action and expense arising, directly or indirectly, by or as a result of an act or omission of WNC, its officers or employee in the performance of this Agreement. CCPR's indemnity obligation is limited to \$100,000 per cause of action pursuant to NRS 41.035 and CCPR will assert the defense of sovereign immunity in all cases.

**4. Concessions.**

WNC will be allowed to provide concessions, at its own cost, at each event, with revenues from such sales, to remain solely WNC's property. Concession operations shall be conducted in accordance with City and CCPR rules and regulations. WNC shall make all reasonable efforts to remove concession related trash from facilities. WNC will obtain all required permits, licenses, and ensure compliance with applicable Carson City Municipal Codes.

**5. Fees.**

Based on CCPR's Fees and Charges Policy as approved by the City, CCPR shall make all reasonable efforts to provide an invoice to WNC for payment within 30 days of the event or the last day of a scheduled series of events. CCPR will provide an estimate of the charges that may be incurred by WNC for each performance period or other facility use in advance of the performance period or other facility use. Estimated charges for each performance period or other facility use will be attached hereto and made a part of this Agreement.

**6. Term and Termination.**

A. Term. This Agreement is effective on the date of the last authorized signature and shall continue until June 30, 2023, unless sooner terminated by either Party as specified in this section.

B. Renewal. The Parties may renew, extend, or modify this Agreement by mutual consent at any time.

C. Unilateral Termination. This Agreement may be terminated by either Party with or without cause by providing written notice to the other Party at least 30 days prior to June 30 of any given year (the end of any given fiscal year).

D. Mutual Termination. This Agreement may be terminated at any time by mutual consent of both Parties through a written agreement signed by both Parties.

E. Termination for Nonappropriation. The Parties' payments and services provided under this Agreement are contingent upon the availability of the necessary public funding, which may include various internal and external sources. In the event that one Party is unable to acquire and appropriate the funding necessary to perform in accordance with the terms of this Agreement, the Agreement may be terminated immediately by the nonappropriating Party upon written notice to the other Party of such nonappropriation. No claim or cause of action may be based upon any nonappropriation.

**7. Required Approvals.** This Agreement shall not become effective until and unless

approved by appropriate official action of the governing body of each Party.

8. **Proper Authority.** The Parties represent and warrant that the person executing this Agreement on behalf of each Party has full power and authority to enter into this Agreement and that the Parties are authorized by law to engage in the action set forth in this Agreement.

9. **Notice.** All notices or other communications required or permitted to be given under this Agreement must be in writing and will be deemed given if delivered: personally by hand; by facsimile with simultaneous regular mail; or mailed certified mail, return receipt requested, and addressed to the other Party at the following address:

CARSON CITY on behalf of

BOARD OF REGENTS OF THE NEVADA  
SYSTEM OF HIGHER EDUCATION on behalf of

Carson City Parks and Recreation  
Director  
3303 Butti Way, #9  
Carson City, NV 89701  
(775) 887-2262

Western Nevada College  
President or Designee  
2201 W. College Parkway  
Carson City, NV 89703  
(775) \_\_\_\_\_

Either Party may, by notice in writing sent to the other Party as described above, designate a different mailing address to which or a different person to whose attention all such notices or demands must thereafter be addressed.

10. **Records; Retention.** The Parties agree to keep and maintain, under general accepted accounting principles, full, true and complete records, agreements, books, and documents pertaining to this Agreement, and at the request of the other Party agree to present, at any reasonable time, such records, agreements, books, and documents for inspection, examination, review, audit, and copying at any office where such records, agreements, books, and documents are maintained. The Parties further agree to, upon reasonable request of the other Party, provide any requested records, agreements, books, and documents that may be necessary for the performance or renegotiation of this Agreement, or for any other reason pertaining to this Agreement. The Parties agree to retain all records, agreements, books, and documents pertaining to the Agreement as required by the Nevada General Records Retention and Disposition Schedule.

11. **Public Records.** Pursuant to NRS 239.010, information or documents, including this Agreement, may be open to public inspection and copying. The Parties will have the duty to disclose, unless particular information or documents are made confidential by law or a common law balancing of interest.

12. **Independent Public Agencies.** The Parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each Party is a public agency separate and distinct from the other Party. Nothing contained in this Agreement may be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, to convey ownership of any asset, or to otherwise create any liability for one Party whatsoever with respect to the indebtedness, liabilities, and obligations of the other Party. This

Agreement does not contemplate any transfer of property or ownership interest between the Parties and the Parties will each maintain ownership of their own facilities.

13. **Limited Liability.** The parties do not waive and intend to assert available liability limitations, including NRS Chapter 41, in all cases. Contract liability of both parties shall not be subject to punitive damages. Actual damages for any breach shall never exceed the amount of funds which have been appropriated for payment under this Contract, but not yet paid, for the fiscal year budget in existence at the time of the breach.

14. **Remedies.** Except as otherwise provided for by law or this Agreement, the rights and remedies of the Parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing Party reasonable attorney's fees and costs. The Parties agree that, in the event attorney's fees are awarded for any reason, the rate applied to recoverable attorney's fees shall not exceed the rate of \$125 per hour.

15. **No Waiver of Breach.** Failure to declare a breach or the actual waiver of any particular breach of this Agreement or its material or nonmaterial terms by either Party shall not operate as a waiver by such Party of any of its rights or remedies as to any other breach.

16. **Successors; Assignment.** This Agreement shall bind the successors and assigns of the respective Parties. The Parties may not assign, transfer, or delegate any rights, obligations, or duties under this Agreement without the prior written consent of the other Party.

17. **Amendments and Modification.** Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement is binding upon the Parties unless it is in writing and signed by the Parties.

18. **No Third-Party Beneficiary.** None of the provisions of this Agreement, express or implied, are intended or will be construed to give the public; any member of the public; or any other person or entity the status of a third-party beneficiary or any legal or equitable right, benefit, remedy, or claim of any nature under or with respect to this Agreement, or any provision of this Agreement. The Parties intend that this Agreement and all of its provisions and conditions are for the sole and exclusive benefit of the Parties to this Agreement and their respective successors and assigns.

19. **Severability.** If any provision contained in this Agreement is held to be unenforceable by a court of law or equity, this Agreement will be construed as if such provision did not exist and the non-enforceability of the provision will not render any other provision or provisions of this Agreement unenforceable.

20. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.

21. **Governing Law; Jurisdiction.** This Agreement and the rights and obligations of the

Parties shall be governed by and construed according to the laws of the State of Nevada. The Parties consent to the jurisdiction of, and agree that disputes will be resolved by, the courts of the First Judicial District Court of the State of Nevada in Carson City.

22. **Force Majeure.** Neither Party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the Party asserting such an excuse, and the excused Party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.

23. **Entire Agreement.** With respect to the subject matter of this Agreement, this Agreement and its integrated attachments constitute the entire agreement of the Parties; is the complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made; and supersedes all prior negotiations, discussions, and representations between the Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be signed and intend to be legally bound thereby.

CARSON CITY

\_\_\_\_\_  
Lori Bagwell, Mayor Date

Attest:

\_\_\_\_\_  
Aubrey Rowlett, Clerk-Recorder Date

Approved as to form:

\_\_\_\_\_  
Deputy District Attorney Date

BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION  
on behalf of Western Nevada College

\_\_\_\_\_  
Dr. Vincent Solis, President, or Designee

*8/3/21*  
Date

## Attachment 1: Theater Waiver

### ATTENTION THEATER RENTERS:

This theater waiver is in addition to the facility rental waiver.

1. Estimated charges: Estimated charges are based on information provided by the renter at the time of booking. The final billing will be calculated on actual use. The estimate shall be calculated as follows: Days of engagement times 14 hours or equivalent rate per day. Under no circumstances shall the estimate be construed as limiting the amount of the final billing. Special equipment use, performance fees, theatrical supplies, etc., shall not be calculated in the estimate.
2. Additional information required for all theater bookings:
  - a. A list of technical requirements.
  - b. An informational sheet including: event description, public contact numbers, public email address, website and/or Facebook URL, ticket pricing and distribution outlets.
3. Cancellation of reserved dates:
  - a. For cancellation of reserved theater dates 30 days or more prior to the first reserved theater date: The renter agrees to forfeit the theater booking fee.
  - b. For cancellation of reserved theater dates less than 30 days prior to the first reserved theater date: The renter agrees to forfeit the booking fee, estimated theater fees and any cost for staffing and/or supplies and materials procured for the event.
4. Technicians: Bob Boldrick Theater Technicians are subject to availability and a 4 hour minimum charge; any technician time over 8 hours will be billed at time and a half; Renter may use their own technical personnel/volunteers subject to approval by the theater management. The renter agrees to bear the cost of repair or replacement of venue equipment that is damaged by the actions of their technicians/volunteers and/or cast, etc. The renter agrees to adhere to venue technical directions and restrictions.
5. Event equipment, etc.: Event related equipment, props, staging, etc. must be removed after the performance or picked up at a later date and /or time.
  - a. Prior written authorization from theater management must be obtained for delayed removal. Items left onsite over 24 hours without authorization will become the property of the City. The renter may incur additional charges for disposal, etc. as required for items left onsite over 24 hours.
  - b. The renter is responsible for the pick up and placement of event trash in the facility trash receptacles. Large trash items must be taken to the facility dumpster. All trash items must fit in the facility dumpster and must not impede the closing of the dumpster lid or the exiting of the trash when dumped. The Stage and dressing room floors must be free of trash and debris. Dressing room mirrors and counters must be clean prior to leaving. Failure to leave the facility in satisfactory condition as determined by the Parks & Recreation Department staff may result in additional charges.



6. Prohibition of food and beverages in the theater: The renter is responsible for the enforcement of the prohibition of food and beverages in the theater and agrees to be held responsible for any damages in the theater arising from food and beverages during their rental period.
7. Licenses and taxes: The renter is responsible for applicable licenses and taxes such as but not limited to: Carson City business license, Carson City fire permit, Nevada sales tax, Nevada live entertainment tax, etc.
8. Performing rights: The renter is responsible for all applicable performance licenses and performing rights such as but not limited to: music, synchronization, recording and grand rights for their production.
9. Venue capacity: The renter agrees that ticket sales in excess of venue capacity will not be sold, and that all technical seat obstructions will be accounted for in the seating capacity calculation.
  - a. The renter agrees to adhere to venue seating directions/restrictions.
  - b. The renter agrees to provide a count of pre-sold tickets and any ADA accommodation requests to management at least one day prior to each performance date.
10. Venue parking: The renter agrees that venue parking is first come first serve and that trucks, buses, etc. cannot impede building ingress or egress. The renter agrees that parking is reserved for facility patrons and that after delivery, trucks, trailers, buses, etc. must leave the parking area.
11. Staff: Ushers, ticket takers, etc.: The renter agrees to provide for adequate usher and front of house personnel for their event and to adhere to venue rules. The venue retains the right to require professional security at the renters' expense in addition to the above staff.
12. Performance: A performance is 1-4 hours. A performance begins when the Theater doors are open to the public.
13. Safety Video-Theater: It is strongly suggested that all non-professional event cast and volunteer technical crew members watch a six-minute Safety Video at the beginning of the first rehearsal.
14. Advertising: All event advertising must contain the "Bob Boldrick Theater" logo.
15. Notice to groups receiving the Board of Supervisors Arts Discount: As a condition of your discount, and in addition to the "Bob Boldrick Theater Logo", all event programs and advertising must contain the "Carson City Logo" and must have the following statement: "This performance is made possible in part by the City of Carson City"
16. Notice to those groups wishing to make modifications to the venue: Renter will not make any permanent alterations, additions, improvements or repairs on the Premises without first

obtaining the consent of the Carson City in writing. All alterations, additions, and improvements which are made will be at the sole cost and expense of the renter, and will become the property of Carson City, at completion of improvements, trade fixtures excluded. On expiration, or if the lease is terminated prior to expiration, the renter shall peacefully and quietly surrender to Carson City the premises and all renter's improvements and alterations in good order and condition (except for ordinary wear and tear). If the renter performs the work with the consent of Carson City, the renter agrees to comply with all laws, ordinances, rules and regulations of the local agencies having jurisdiction hereof. The renter further agrees to hold Carson City free and harmless from all damage, loss and expense arising out of such work. The renter agrees to keep and maintain the leased premises free from any liens or encumbrances caused by any act or the renter.

17. Notice to those who wish to have Fire Performance and/or Pyrotechnics: If the renter wishes to have fire performances and/or pyrotechnics the renter must provide:

a. A fire permit from the Carson City Fire Department. If required by Nevada State law NRS 477.030

b. A certificate of Registration and an Apprentice Certificate of Registration (if the performer is an apprentice) from the Nevada State Fire Marshall.

Copies of the Certificate of Registration, Apprentice Certificate of Registration and the Carson City Fire Department permit must be provided to the venue management no less than 30 days prior to the event date.

18. Security of renter's equipment, personal property and person:

The venue makes no warranty and will not be held responsible for the security of the renter's property and/or person as well as the renter's staff, volunteers, contractors and customers' property and/or person. The renter assumes all risks of loss regarding the above.

19. The renter will provide a sufficient number of trained crowd managers in accordance with International Fire Code 403.12.3 and as may be required by the Carson City Fire Department.

## **Attachment 2: Conditions of Use**

### **CONDITIONS OF USE OF THE CARSON CITY PARKS AND RECREATION FACILITY: FACILITY RENTAL WAIVER & POLICIES**

#### **INSURANCE:**

Liability insurance in the amount of \$1,000,000.00 per occurrence, \$2,000,000.00 aggregate is required. A CERTIFICATE NAMING CARSON CITY AS “ADDITIONAL INSURED” MUST BE PROVIDED. A liquor liability binder is required for any renter who plans to sell alcohol. For State sponsored events, a letter from the Risk Management Division advising that coverage is provided for the event will be accepted.

#### **PAYMENT AND CANCELLATION:**

All fees, forms, and permits must be received 10 working days prior to the event.

Cleaning/damage deposits may be refunded and take approximately 30 days to process.

FINAL CHARGES WILL BE DETERMINED AFTER THE EVENT. Any charges over the estimate shown on the permit will be deducted from the cleaning/damage deposit. If the cleaning/damage deposit is not enough to cover all of the charges, the additional amount will be billed to the renter and should be paid within 30 days. If the estimate shown on the permit is lower than the actual charges, a refund will be issued within 30 days. Refunds for cancellations will be processed as long as the minimum prior notice of 20 working days is given. The refund will be subject to a 15% processing fee and takes approximately 30 days to process. Permit changes or cancellations will only be accepted from the individual originally booking the facility(s).

#### **RENTER RESPONSIBILITIES:**

The renter is responsible for all set up of tables & chairs. The renter is responsible for clean-up and removal of any decorations, etc. used. Failure to leave the facility in satisfactory condition as determined by the Parks & Recreation Department staff by the departure time specified on this contract may result in additional charges, as well as a higher cleaning deposit for the next two events reserved by the renter. The Community Center will have a custodian on duty at all times. The Parks and Recreation Department is not responsible for anything left on the premises. THE BOARD OF SUPERVISORS HAS PRIORITY BOOKING RIGHTS FOR THE ROBERT ‘BOB’ CROWELL BOARD ROOM. GLASS CONTAINERS ARE NOT ALLOWED IN ALL PARKS & THE CARSON CITY FAIRGROUNDS.

#### **SECURITY REQUIREMENTS:**

Carson City Parks and Recreation retains the right to require and provide security for any event at the renter’s expense. The estimated charges for security guards will be included with the facility rental permit and must be paid to the Carson City Parks and Recreation Department with final payment. In the event that additional security guards are needed or

WNC & Carson City Parks & Recreation Interlocal Agreement

they are required to stay longer than contracted for, the additional charges will be deducted from the cleaning/damage deposit. If the deposit is not enough to cover the final charges, the remaining amount will be billed to the renter and due within 30 days. In all circumstances, Carson City Parks and Recreation retains full authority for final approval and/or denial of facility reservation requests.



## FEES AND CHARGES POLICY

<b>Title/Topic:</b> Fees and Charges	<b>Number:</b> 2020-3
<b>Authors:</b> Jennifer Budge, CPRP, Parks and Recreation Director Dan Earp, CPRP, Recreation Superintendent	<b>Effective Dates:</b> Rifle Range Fees: 5/21/2020 New Fees & Cemetery Fees: 11/5/2020 Sports Tournament Fees: 1/1/2021 Program Fees: 6/1/2021
	<b>Revision Date:</b>
<b>Reviewed by:</b> DDA/Risk: 1/21/20 Finance: 1/24/20 OSAC: 2/24/20 PRC: 2/4/20 & 8/18/20	<b>Number of pages:</b> 10
<b>Board of Supervisors Approval:</b> 11/5/2020	<b>Attachments:</b> Department Fee Schedule Co-Sponsorship Application
<b>Applies to:</b> Facilities, programs, and services provided by the Parks, Recreation and Open Space Department.	
<b>Persons affected:</b> Department employees involved in facility reservations or recreation programs and patrons registering in programs or reserving Department facilities.	

### 1.0 PURPOSE

Fees and charges are necessary to provide and expand park and recreation services in order to meet community needs, while not overburdening the City’s General Fund. The policy is intended to establish a fair and equitable means to establish user fees, while distinguishing different types of activities as related to funding and subsidy.

### 2.0 DEFINITIONS

**Admission Fee:** A charge or fee to enter a building, area, event, or other recreation attraction such as a swimming pool or gymnasium.

**Adult:** An adult is defined as 18 years of age or older.

**Asset Management:** The process of managing a local government's capital assets cost-effectively. It involves analyzing the lifecycle and capacity of each asset and developing information on maintenance requirements, service levels and new asset needs. This includes infrastructure preservation of park capital assets including equipment, buildings and other improvements.

**Board:** Carson City Board of Supervisors

Child: A child is defined as 0-3 years of age.

City Co-Sponsored: Services that are organized, promoted and conducted in part by the Department and/or in part by another City Department, outside agency, private organization, business, or individual(s), and are the responsibility of both parties as defined in a contract, agreement, memorandum of understanding, or similar instrument.

City Sponsored: Services that are organized, promoted and conducted exclusively by the Department or another City Department and are the sole responsibility of the City.

Cost to Collect Fee: The revenue collected from fees and charges must always be greater than the cost of collection of the revenue.

Cost Recovery: Recovering the cost of any given expense. It is the degree to which an activity recovers costs associated with the provision of a program or service through user fees and/or other applicable funding mechanism.

Department: Carson City Parks, Recreation and Open Space Department.

Direct Costs: Those costs that can be directly and exclusively attributed or assigned to a specific program or event.

Director: Director of Carson City Parks, Recreation and Open Space Department.

Equipment Fee: Charges for providing additional, specialized equipment not usually included with admission, facility use, or other fees.

Indirect Costs: Those costs that can be attributed to more than one program or service such as administrative staff, insurance, vehicle/equipment depreciation, facility wear/tear, preventative maintenance needs, and capital costs shared among various programs, registration/reservation, marketing and advertising costs.

Non-profit organization: A private business, located within Carson City limits, that has been granted tax-exempt status by the Internal Revenue Service (IRS) because it furthers a social cause and provides a public benefit. Non-profits require an active status with the Nevada Secretary of State Office.

OSAC: Open Space Advisory Committee

PRC: Parks and Recreation Commission

Qualifying Veterans: A qualifying Veteran is defined as an individual with a federally-issued disability rating of 50% or greater.

Reservation Fee: Charges for the exclusive, reserved use of a facility/park, reserving a specific date and time at a facility, and/or a specific area of a park or open space for use.

Scholarship: Payment for participation in an activity based upon established criteria.

Senior: A senior is defined as age 60 and older.

Service: Any program, class, event, activity, sale, reservation opportunity, maintained facility, whether a charge is associated with it or not.

Special Services Fee: Charges for extraordinary or non-typical use of facilities or programs such as special event fees, security, movie/photo location, or extraordinary hours.

Special Use Facility: Any non-traditional facility built for specific uses/purposes such as horse arenas, shooting sports, etc.

Subsidy/Financial Aide: A value by which the user fee, admission or facility use fee is reduced to the user and recovered by other means such as private donations, grants, sponsorships, financial aid, or reductions to projected revenues.

Tournament Fee: Charges for the exclusive, reserved use of athletic facilities as designated.

User Fee: Charges for participation in recreational programs, special events, athletic activities, instructional classes, or for individual use of athletic fields and/or sports complexes by leagues.

Youth: A youth is defined as ages 4 -17 years of age.

### **3.0 BASIS AND GUIDING PRINCIPLES**

**3.1** Participants who benefit from the goods or services provided should pay in proportion to the benefits they receive. The fundamental basis for fees and charges decision-making is a determination of who directly benefits from the service. It is recognized that pricing decisions may be influenced by practical considerations such as collection costs, market analysis, legal constraints, agreements, or ability to pay.

If most of the benefits accrue to the community as a whole (“public good”), the community as a whole should pay for the service through taxes. “Public good” is a value determined by Carson City citizens and established by the Board’s policy and budgetary appropriations, with recommendations from PRC and OSAC. If most of the benefits are to an individual or group that is to consume the good or service, not for the benefit of the general public, fees and charges should be paid. Where the benefits accrue to the community and specific users, the costs should be shared on a basis of proportional benefit.

**3.2 Fee Establishment and Modification**: The Board will establish all fees and charges concurrently with the budget process. During the fiscal year and outside the budget process, fees may be established upon approval of the Director and/or City Manager for new programs/events. This policy and fee schedule are intended to be reviewed annually by PRC and OSAC, as appropriate. Any new fees added as a result of new programs during the fiscal

year, or any modifications requested by PRC or OSAC will be added to the fee schedule for consideration by the Board.

**3.2.1** Special use facilities which have a specific use can be difficult to compare to other services within the Department. Facilities such as the Carson City Rifle and Pistol Range or the Bob Boldrick Theater, may develop a fee schedule/process that is distinctive from other fees established. These facilities require specially-trained staff and have certain safety and operational requirements which should be incorporated into their specific fees.

**3.3 Usage:** Parks and open spaces are generally free and open to the public for general use. Use of specialized facilities and additional services, beyond the typical use itself, will be assessed fees. The use of public areas and facilities by private groups should be considered secondary to general public use or usage by nonprofit recreation or education/service organizations. Only under unusual circumstances should private use hamper on going Department programs, general use, or recreation facility reservations. Fees will be charged by the City for the use of its facilities when public resources are utilized, unless waived by the Director or covered under a City co-sponsorship.

**3.4 Financing Park Facilities:** Costs for the provision (acquisition, development, and routine maintenance) of traditional park facilities will not typically be factored in when determining fees. However, individuals or organizations desirous of specialized and/or new facilities as authorized by the Board, beyond existing City staff and financial resources, may be required to pay for the acquisition, development, operation, maintenance and program costs associated with the new facility. New facilities shall consider Special Assessment Districts such as a Landscape Maintenance District or similar instrument to ensure long-term sustainability and not become an additional expense for the General Fund.

**3.5** The Department will limit the amount of activities that Carson City subsidizes, such as for-profit sports tournaments and privately-funded special events; however, the Culture and Tourism Authority (Visit Carson City) may consider endorsing such activities as appropriate. Endorsement requirements are outlined in a separate agreement.

**3.6** The Department will remain competitive with other parks and recreation service providers in the region. When fees are increased, or anticipated to increase, the Department will engage in a robust public outreach effort prior to and after approval of the increase. This may include public meetings/workshops, social media, participant emails, printed materials (ex. activity guide), and information on the City's website to educate the public regarding such changes and the justification. A minimum of two months' notice to participants should be provided.

**3.7** The Department will pursue new sources of revenue (ex. grants, sponsorships, donations, partnerships, new programs, etc.) to help offset the cost to the City.

## **4.0 POLICY**

**4.1** The Department shall set reasonable targets for the recovery of direct and indirect costs for specified services through its user fees where possible to offset the General Fund or provide full cost recovery for Enterprise Funds (Cemetery). Fees should consider not only cost



recovery goals, but a periodic market analysis of fees and charges, throughout the region for similar services and facilities.

**4.2 Equal Opportunity and Non-Discrimination:** This Policy will comply with the City's equal opportunity and non-discrimination practices.

**4.3 Fee Waivers and Non-Profit Discounts:** Occasionally, the Director may waive fees and charges for activities/events and ancillary items (ex. food truck vendor fees at a City sponsored event) which benefit the overall community. Fees will not be waived or reduced for events/activities which serve a limited or specific interest group or are intended to benefit a for-profit organization. An organizer must be a Carson City Department or a non-profit organization with current 501(c) 3 status, or a community organization recognized or affiliated with the City. Non-profit organizations will receive a discount at the following locations for group reservations only. Discounts will not apply to staffing services or equipment, including digital reader boards.

- Carson City Rifle and Pistol Range (50% discount)
- Bob Boldrick Theater (25% discount)

**4.3.1** Non-profit organizations may request one time annually, City co-sponsorship of an event/activity (ex. fundraiser for the Foundation for Carson City Parks and Recreation). Events requesting fee waivers at the Bob Boldrick Theater must be free to the public.

**4.3.2** The Carson City Manager has the authority to waive, reduce, or otherwise alter fees and alter fees for services for limited promotional purposes and to establish fees for short-term/temporary programs, classes, or exhibits on an as-required basis. This authorization may also include limited or one-time promotional contributions from the City to reciprocal government or non-profit agencies only (as identified in Sections 5.1 or 5.2). (examples: One-time coupon giveaways for a one-day only pass to the Aquatic Facility/MAC, for a Library or Parks Foundation-sponsored event). Further, the City Manager may authorize a temporary reduction in fees for certain programs to increase participation (examples: Lifeguard training during times of Lifeguard shortages, or early bird discounts for residents).

**4.4 Gifts, Donations and Third-Party Partnerships:** Corporate and individual sponsorships, donations, and scholarships may be accepted to reduce or offset the costs of a program, service or facility. The Children's Cabinet and Youth Sports Association are two examples of existing third-party scholarship programs which support Carson City youth sports, camps, and before and after-school programs. New scholarship programs should have guidelines that are based on standards, such as federal rules for free and reduced lunch, and will respect the privacy of the applicant. Financial assistance should be limited to Carson City residents when the City's General Fund is the source of financial aid or if it is specifically requested by a sponsor/donor.

**4.5 Resident vs. Non-Resident Fees and Charges Guidelines:** There will be no distinction between resident and non-resident in the access or use of the Department facilities. See the following for circumstances which warrant a non-resident fee or specific fee reductions or incentives for residents.

**4.5.1** When facility operation and maintenance is subsidized by the General Fund, a non-resident fee may be established. When the demand for a program exceeds the resources available, with pre-registration required, there should be different fees for non-residents. In general, a 25% increase should be charged to non-residents, where practical. Programs or services which are in the introductory stage may not differentiate in order to become established.

**4.5.2** Registration for programs and reservation of facilities will be offered on a first-come, first-serve basis. Registration and reservations are not considered complete until all applicable financial and insurance requirements are met. Special opportunities to specifically-benefit Carson City residents should be provided, such as aquatic or MAC passes.

**4.5.3** Drop-in programs such as open swim at the Aquatic Facility, drop-in sports at the MAC, special events or general youth programs (example: skate competitions) where it is impractical to require identification and/or when significant participation numbers are anticipated, non-resident fees should not be charged.

**4.5.4** When the cost to administer a different fee system is greater than the revenues produced, there should not be non-resident fees.

**4.5.5 Insurance Requirements:** Third-party special events, high-risk recreation programs (examples: carnivals, karate, roller derby, aquatics, running competitions), and after-hours reservations requiring security, which include alcohol or are open to the general public, or have over 100 participants all require liability insurance. Carson City will be named as an additional insured. Low-risk reservations such as business meetings, picnic pavilion reservations (less than 100 people and no alcohol) and similar activities will not require insurance, consistent with other City Departments. The Carson City Risk Manager and the City's insurance provider shall provide guidance on insurance review for any exceptions or clarifications needed on this provision.

**4.6 Enterprise Funds:** This type of fund accounts for operations that are financed and operated in a manner similar to private business enterprises. Lone Mountain Cemetery operates as an Enterprise Fund and is intended to cover all direct costs through fees for services. Additional consideration to address capital needs, equipment depreciation, savings for long-term maintenance and other sustainable practices should be considered not only for legal compliance but also for the long-term financial health of these types of funds.

**4.7 Asset Management Fee:** For most services, a 10% asset management fee will be incorporated into the Department Fee Schedule. These funds will be earmarked for future infrastructure preservation of park equipment, buildings and other assets. This will not apply to the Carson City Rifle and Pistol Range, or the Cemetery Enterprise Fund, as those operations already have mechanisms in place for infrastructure preservation, as previously authorized by the Board, for asset management.

## 5.0 PROCEDURES

**5.1 Government Use Rate:** The City will provide a 100% rate reduction for reciprocating government and quasi-governmental agencies at a comparable rate for the use of park facilities for public meetings and employee trainings/workshops. Social events, such as retirement/birthday parties and agency celebrations will not be covered under this provision and instead will be subject to applicable facility user fees. The Director will have the authority to add or remove agencies to this list outside of the annual review period. The 100% reduction will be given to the following agencies:

- a) Carson City Boards, Committees, and Commissions, including, but not limited to:
  - i. Board of Supervisors, Board of Equalization, Airport Authority, Audit Committee, Culture and Tourism Authority, Cultural Commission, Debt Management Commission, Historic Resources Commission, Library Board, OPEB, Charter Review Committee, Open Space Advisory Committee, Parks and Recreation Commission, Planning Commission, Redevelopment Authority, Regional Transportation Commission/CAMPO, Bicycle and Pedestrian Advisory Committee, Transportation Resource Advisory Forum Committee, Utility Finance Oversight Committee, V & T Railway Commission, Wildlife Advisory Board, and others as authorized by the Director or City Manager.
- b) Bureau of Land Management
- c) Carson City Employee Associations
- d) Carson City School District (does not pertain to Parent Teacher Associations)
- e) Carson Water Subconservancy District
- f) Fire Protection Districts
- g) General Improvement Districts
- h) Law Enforcement/Military/Emergency Operations
- i) State of Nevada – Departments: Emergency Management/Homeland Security, Public Safety, Transportation, and Wildlife
- j) United States Forest Service
- k) University of Nevada Cooperative Extension
- l) United States Geological Survey
- m) Western Nevada College

**5.1.1** With the exception of Carson City Boards, Committees and Commissions, the government use rate will be honored as long as no other individual or group requests the same facility and time as the governmental group. If there is a request for the same facility and time, the governmental group can retain the reservation by paying the full applicable facility use fee. Otherwise, every effort will be made to relocate the governmental group to another available City-owned facility for their meeting at no charge. For government use of buildings outside of standard business hours, the agency may be responsible for security services, staff costs, or other special requirements as determined by the Director. The 100% rate reduction for group reservations of the Carson City Rifle and Pistol Range applies only for law enforcement/military use unless authorized by the Director.

**5.1.2** The City may not honor the Government Use Rate for any governmental or quasi-governmental agency which does not reciprocate for similar facilities/purposes benefiting the citizens of Carson City.

**5.1.3** Carson City Departments and associated users will not be subject to fees (ex. Board appointed task forces, ad hoc committees, public input workshops, etc.).

**5.2 Cooperative Agreements:** The City partners with organizations to cooperatively provide recreation and other specialty services to the community. While the terms for each partnership vary, the City may provide a rate reduction for reciprocating agencies which provide public meetings, employee training/workshops, or education/interpretive/recreation instruction programs for the benefit of the community. This does not apply to special events or for social activities as described in Section 5.1. The reduction may be given to the following organizations:

- a) Boys and Girls Club (MAC only)
- b) Carson City Arts Initiative
- c) Carson City Culture and Tourism Authority (Visit Carson City)
- d) Carson City Firefighters Association Local #2251
- e) Carson City Historical Society
- f) Carson City Railroad Association
- g) Carson City Senior Center (non-profit Corporation, Governing Board, and Advisory Council)
- h) Carson Tiger Sharks Swim Team
- i) Foundation for Carson City Parks and Recreation
- j) Friends of Carson City Library
- k) Friends of Silver Saddle Ranch
- l) Muscle Powered
- m) Nevada Humane Society
- n) Nevada Land Trust
- o) Nevada Recreation and Parks Society
- p) River Wranglers
- q) Truckee Meadows Parks Foundation
- r) Warren Engine Company
- s) Youth Sports Association (includes league members in good-standing)

## **6.0 COST RECOVERY GOALS AND LEVELS OF SERVICE**

In establishing goals to recover costs, the City will regularly analyze service levels and available resources to meet demand and determine the direct costs of providing services. The imminent impact of legally mandated minimum wage increases for seasonal/part-time staff will be examined as well. The City will develop a sustainable and justifiable cost model for calculating fees and will recalibrate existing fees based on the Department's policies, and annual review by PRC and OSAC, or other direction by the Board. Inflation and a regional market analysis should also be factors to consider over time.

### Level 1

Basic services intended for the general public and requiring routine maintenance practices, are typically free of charge or do not require a reservation (first-come, first-served). Most cooperative partnerships/use agreements fall under this category. Several private non-profit organizations operate and/or maintain city facilities at low or no cost to the City for the benefit of the community and participation fees may go directly to those organizations managing the activity, not necessarily to the City's General Fund. *The cost recovery goal is 0-9%.*

### Level 2

Basic services plus additional levels of service required such as staff time, planning, supervision and maintenance. Services mostly benefit a specific participant/group due to its perceived value. These services do not include specialized or intensive programming or facility development. A minimum portion of these programs/facilities will be subsidized to a greater extent. *The cost recovery goal is 10%-49%.*

### Level 3

Basic services plus additional specialized services/instruction, large-scale special events, or an extraordinary amount of recreational options or certifications required. There is a considerable increase in required staff, planning, supervision, and maintenance. Services include specialized or intensive programming and facilities development. *The cost recovery goal is 50%-100%+.*

### Level 4

Specialized or extraordinary services which require a significant amount of staff time, planning, maintenance, and specialized equipment in order to provide. Services operated under Enterprise or Special Revenue Funds that may have legal mandates related to the delivery of these services also fall under this category. Services must not only be cost-covering but should provide enough profit to cover indirect costs and to ensure sustainable maintenance, equipment depreciation and capital improvements associated with the service, where an Enterprise Fund exists. *The cost recovery goal is greater than 100%.*

LEVELS OF SERVICE	PROGRAM/SERVICE	COST RECOVERY GOAL
<u>Level 1</u>	<ul style="list-style-type: none"> <li>• Parks</li> <li>• <i>Park amenities:</i> playgrounds, restrooms, outdoor sport courts, individual picnic areas, off leash areas/dog parks, horseshoe pits, skateboard parks</li> <li>• Neighborhood park group pavilions</li> <li>• Open space/natural areas</li> <li>• Trails/pathways</li> <li>• Historic/cultural sites</li> <li>• <i>Community Programs:</i> interpretive, outreach, education, adaptive, safety, and volunteer</li> <li>• <i>Cooperative Agreements:</i> Eagle Valley Golf Course, Carson Ridge Disc Golf Park, Mills Park Miniature Riding Train, Pony Express Airpark, Wungnema House, Roberts House, Capital City Gun Club, Archery Range, Governor’s Field, Pete Livermore Sports Complex</li> </ul>	0% - 9%
<u>Level 2</u>	<ul style="list-style-type: none"> <li>• Community Center</li> <li>• Aquatics Facility</li> <li>• <i>Specialty facilities:</i> Bob Boldrick Theater, Carson City Rifle and Pistol Range, Silver Saddle Ranch reservations, Prison Hill- OHV area reservations</li> </ul>	10%-49%
<u>Level 3</u>	<ul style="list-style-type: none"> <li>• Multipurpose Athletic Center (MAC)</li> <li>• Youth and adult sports</li> <li>• Sports tournaments/swim meets</li> <li>• Concessions</li> <li>• Special events</li> <li>• Exhibits</li> <li>• Equipment and supply rentals</li> <li>• Specialty camps</li> <li>• Facility, indoor sport courts, and field reservations</li> <li>• Group pavilion reservations – regional parks and sports complexes</li> <li>• Aquatic programs</li> <li>• Contract classes</li> </ul>	50%-100% +
<u>Level 4</u>	<ul style="list-style-type: none"> <li>• Youth before and after school program</li> <li>• Youth school break programs</li> <li>• Lone Mountain Cemetery</li> </ul>	>100%



# PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

AQUATICS	Current Base Fee	Approved New Fee	Effective Date
<b>Punch Passes and Memberships</b> (weight room is included in all options)			
<b>Youth (ages 4-17)</b>			
Drop-In	\$3.00/person	\$4.00	6/1/2021
10 Punch Pass	\$22.50	\$30.00	6/1/2021
1 Month Membership (Residents Only)	\$37.50	\$38.00	6/1/2021
3 Month Membership (Residents Only)	\$90.00	\$99.00	6/1/2021
Annual Membership (Residents Only)	-	\$252.00	6/1/2021
<b>Adult (ages 18-59)</b>			
Drop-In	\$4.00/person	\$5.00	6/1/2021
10 Punch Pass	\$30.00	\$38.00	6/1/2021
1 Month Membership (Residents Only)	\$50.00	\$49.00	6/1/2021
3 Month Membership (Residents Only)	\$120.00	\$132.00	6/1/2021
Annual Membership (Residents Only)	-	\$402.00	6/1/2021
<b>Senior (ages 60+)</b>			
Drop-In	\$3.00/person	\$4.00	6/1/2021
10 Punch Pass	\$22.50	\$30.00	6/1/2021
1 Month Membership (Residents Only)	\$37.50	\$39.00	6/1/2021
3 Month Membership Residents Only	\$90.00	\$99.00	6/1/2021
Annual Membership	-	\$252.00	6/1/2021
<b>Family (4 Individuals)</b>			
Drop-In	-	\$14.00	6/1/2021
10 Punch Pass	-	\$99.00	6/1/2021
1 Month Membership (Residents Only)	\$87.00/family	\$137.00	6/1/2021
3 Month Membership (Residents Only)	\$207.00	\$347.00	6/1/2021
Annual Membership (Residents Only)	-	\$882.00	6/1/2021
<b>Weight Room Only</b>			
Drop-In	-	\$3.00	6/1/2021
10 Punch Pass	-	\$23.00	6/1/2021
1 Month Membership (Residents Only)	-	\$29.00	6/1/2021
3 Month Membership (Residents Only)	-	\$74.00	6/1/2021
Annual Membership (Residents Only)	-	\$243.00	6/1/2021



## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

AQUATICS	Current Base Fee	Approved New Fee	Effective Date
<b>Other Aquatic Facility User Fees</b>			
Child ages 0-3 with paying, participating adult	Free	Free	6/1/2021
Veteran with 50% or higher disability status (drop-in use only)	Free	Free	6/1/2021
Shower Only	\$3.00/person	\$3.50	6/1/2021
Specialty Programs (kayaking, waterpolo, aquacise, range of motion, etc.)	Pool Drop-In Rates	Pool Drop-In Rates	6/1/2021
Deep Water Exercise Drop-In	\$5.00/person	\$6.00	6/1/2021
10 Punch Pass Deep Water Exercise	-	\$45.00	6/1/2021
Assistant to person with disability	Free w/paying individual	Free w/paying individual	6/1/2021
MAC and Aquatic Facility Combo Pass (Residents Only)	-	Same as Pool Passes and Memberships	6/1/2021
Self-Paced Triathlon	\$15.00/person	\$17.00/person	6/1/2021
<b>Aquatic Facility Rentals (exclusive use; 2 hour minimum)</b>			
Indoor Pool Rental (50 meter pool, tot pool)	\$140.00/hour	\$192/hour	6/1/2021
Outdoor Pool Rental (Summer only)	-	\$116.00/hour	11/5/2020
Full Facility Rental (indoor and outdoor pools; Summer only)	-	\$303.00/hour	11/5/2020
Weight Room rental (exclusive use)	-	\$55.00/hour	11/5/2020
Cleaning/Damage deposit (refundable)	-	\$100.00/rental	11/5/2020
<b>Classes (includes instruction and materials, per person)</b>			
Group Swim Lessons (per lesson when pro-rated for holidays)	-	\$6.00/lesson	6/1/2021
Group Swim Lessons (per 8 lesson session)	\$32/session	\$44.00/session	6/1/2021
Private Swim Lessons (1 student per 1 hour lesson)	-	\$44.00/lesson	6/1/2021
American Red Cross Lifeguard Certification (Resident)	\$70/class	\$77.00/class	6/1/2021
American Red Cross Lifeguard Certification (Non-Resident)	\$150.00/class	\$165.00/class	6/1/2021
American Red Cross Lifeguard Instructor Certification	\$200.00/class	\$275.00/class	6/1/2021
American Red Cross Lifeguard Recertification	\$40.00/class	\$55.00/class	6/1/2021
American Red Cross Lifeguard Instructor Recertification	\$40.00/class	\$55.00/class	6/1/2021
American Red Cross Administering Emergency Oxygen	\$28.00/class	\$33.00/class	6/1/2021
American Red Cross CPR/First Aid/AED	\$40.00/class	\$55.00/class	6/1/2021
Certified Pool and Spa Operator	-	\$330.00/class	6/1/2021
Junior Lifeguard Camp	\$55.00/person	\$61.00/person	6/1/2021





## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

MULTI-PURPOSE ATHLETIC CENTER (MAC)	Current Base Fee	Approved New Fee	Effective Date
<b><u>Punch Passes and Memberships</u></b>			
<b><u>Youth (ages 4-17)</u></b>			
Drop-In	\$3.00/person	\$4.00/person	6/1/2021
10 Punch Pass	\$22.50	\$30.00	6/1/2021
1 Month Membership (Residents only)	\$37.50	\$39.00	6/1/2021
3 Month Membership (Residents only)	\$90.00	\$99.00	6/1/2021
Annual Membership (Residents only)	-	\$252.00	6/1/2021
<b><u>Adult (ages 18-59)</u></b>			
Drop-In	\$4.00/person	\$5.00/person	6/1/2021
10 Punch Pass	\$30.00	\$38.00	6/1/2021
1 Month Membership (Residents only)	\$50.00	\$49.00	6/1/2021
3 Month Membership (Residents only)	\$120.00	\$123.00	6/1/2021
Annual Membership (Residents only)	-	\$315.00	6/1/2021
<b><u>Senior (ages 60+)</u></b>			
Drop-In	\$3.00/person	\$4.00/person	6/1/2021
10 Punch Pass	\$22.50	\$30.00	6/1/2021
1 Month Membership (Residents only)	\$37.50	\$39.00	6/1/2021
3 Month Membership Residents only)	\$90.00	\$99.00	6/1/2021
Annual Membership (Residents only)	-	\$252.00	6/1/2021
<b><u>Family (4 Individuals)</u></b>			
Drop-In	-	\$14.00/family	6/1/2021
10 Punch Pass	-	\$105.00	6/1/2021
1 Month Membership (Residents only)	\$87.00/family	\$137.00	6/1/2021
3 Month Membership (Residents only)	\$207.00	\$347.00	6/1/2021
Annual Membership (Residents only)	-	\$882.00	6/1/2021
Walking Track	drop-in rate	Free	1/1/2021
Veteran with 50% or higher disability status (drop-in use only)	Free	Free	6/1/2021
Assistant to person with disability	Free	Free	6/1/2021
MAC and Aquatic Facility Combo Pass (Residents only)	-	Same as MAC Passes and Memberships	6/1/2021
<b><u>MAC Facility Rentals</u></b>			
Full Basketball Court Rental (3 pickleball courts)	\$50.00-\$75.00/hour	\$66.00/hour	6/1/2021
Track Rental	-	\$165.00/hour	6/1/2021
Full Facility Rental 1/2 Day (5 hours)	\$800.00-\$1,500.00/half-day	\$1,210.00/half-day	6/1/2021
Full Facility Rental Full Day (10 hours)	\$800.00-\$1,500.00/day	\$2,200.00/day	6/1/2021
Single Pickleball Court	-	\$22.00/hour	6/1/2021
Half Basketball Court	-	\$33.00/hour	6/1/2021
Cleaning/Damage deposit (refundable)	-	\$400.00/rental	6/1/2021



## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

COMMUNITY CENTER	Current Base Fee	Approved New Fee	Effective Date
<b><u>Community Center Facility Rentals</u></b>			
<b><u>Meeting Rooms</u></b>			
Small Meeting Rooms (Bonanza, Comstock, Ponderosa, Kid's Club)	\$9/\$12/\$14 per hour	\$39.00/hour	6/1/2021
Large Meeting Rooms (Robert "Bob" Crowell Board Room, Tahoe Room)	\$12/\$15/\$18 per hour	\$50.00/hour	6/1/2021
Cleaning/Damage Deposit (refundable)	-	\$50.00/rental	6/1/2021
<b><u>Gymnasium</u></b>			
Gym (5 hours)	-	\$220.00/5 hrs	6/1/2021
Gym (10 hours)	-	\$385.00/10 hrs	6/1/2021
Gym (hourly fee for every hour over 10 hours)	-	\$55.00/hour	6/1/2021
Kitchen (5 Hours)	-	\$83.00/5 hrs	6/1/2021
Kitchen (10 hours)	-	\$165.00/10 hrs	6/1/2021
Kitchen (hourly fee for every hour over 10 hours)	-	\$22.00/hour	6/1/2021
Cleaning/Security Deposit (refundable)	\$350.00/rental	\$400.00/rental	6/1/2021
<b><u>Theater</u></b>			
Theater Lobby (per hour)	\$17/\$21/\$25 per hour	\$28.00/hour	6/1/2021
Theater; includes lobby (5 hours)	-	\$550.00/5 hrs	6/1/2021
Theater; includes lobby (10 hours)	-	\$990.00/10 hrs	6/1/2021
Theater; includes lobby (hourly fee for every hour over 10 hours)	-	\$105.00/hour	6/1/2021
Dark Day Fee (full day)	\$100/\$125/\$150 per day	\$110.00/day	6/1/2021
After Hours Fee (between 12am-8am)	\$12/\$15/\$18 per hour	\$13.00/hour	6/1/2021
Cleaning/Damage Deposit (refundable)	\$350.00/rental	\$400.00/rental	6/1/2021



## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

COMMUNITY CENTER	Current Base Fee	Approved New Fee	Effective Date
Theater Tech Scheduled	\$16.00/hour	\$20.00/hour	6/1/2021
Theater Tech Called In	\$27.00/hour	\$30.00/hour	6/1/2021
Custodian Scheduled	\$15.00/hour	\$17.00/hour	6/1/2021
Custodian Called In	\$23.00/hour	\$25.00/hour	6/1/2021
Program Coordinator Scheduled	-	\$40.00/hour	6/1/2021
Program Coordinator Called In	-	\$55.00/hour	6/1/2021
<b>Community Center and Theater Equipment Rental (each per day)</b>			
Folding Chairs	\$1.00/each day	\$1.50/each day	6/1/2021
Folding Tables (30"x96" or 24"x96")	\$3.00/each day	\$3.50/each day	6/1/2021
Projection Screen (6')	\$7.00/each day	\$8.00/each day	6/1/2021
PA System	\$56.00/each day	\$62.00/each day	6/1/2021
Projector Theatre Sides (1800 lumen)	\$40.00/each day	\$44.00/each day	6/1/2021
Projector Back Wall (2600 lumen)	\$86.00/each day	\$95.00/each day	6/1/2021
Projector Light Booth (3000 lumen)	\$145.00/each day	\$160.00/each day	6/1/2021
Projector (6500 lumen)	\$132.00/each day	\$145.00/each day	6/1/2021
TV/DVD/VCR	\$21.00/each day	\$23.00/each day	6/1/2021
Projector (slide)	\$12.00/each day	\$13.00/each day	6/1/2021
Fog Machine (F100)	\$21.00/each day	\$23.00/each day	6/1/2021
Bubble Machine	\$16.00/each day	\$18.00/each day	6/1/2021
Fog Machine Dry Ice	\$21.00/each day	\$23.00/each day	6/1/2021
Snow Machine	\$21.00/each day	\$23.00/each day	6/1/2021
Piano	\$25.00/each day	\$28.00/each day	6/1/2021
Scrim (15x40 white or black)	\$25.00/each day	\$28.00/each day	6/1/2021
UHF Wireless Microphone	\$14/each day	\$16.00/each day	6/1/2021
Stage (per section; 4'x8')	\$16.00/each day	\$18.00/each day	6/1/2021
Pipe and Drape (per set)	\$185.00/each day	\$204.00/each day	6/1/2021
Power Drop Chord (Gym)	24.00/each day	\$27.00/each day	6/1/2021
Cable Ramp	\$5.00/each day	\$6.00/each day	6/1/2021
Digital Audio Mixer (with support rack)	\$87.00/each day	\$96.00/each day	6/1/2021
Microphone "Dynamic" (with cable and stand)	\$4.00/each day	\$4.50/each day	6/1/2021
Microphone "Condensor" (with cable and stand)	\$6.00/each day	\$7.00/each day	6/1/2021
Speaker Mackie	\$15.00/each day	\$17.00/each day	6/1/2021
Speaker JBL Eon	\$6.00/each day	\$7.00/each day	6/1/2021
Speaker Pair with Amp (bag end saphire, crown)	\$48.00/each day	\$53.00/each day	6/1/2021
Follow Spotlight (pair)	\$34.00/each day	\$38.00/each day	6/1/2021
Lighting Paint Can	\$24.00/each day	\$27.00/each day	6/1/2021
Lighting Fixture (ellipsoidal)	\$3.00/each day	\$3.50/each day	6/1/2021
Lighting Fixture (ministrip)	\$9.00/each day	\$10.00/each day	6/1/2021
Lighting Portable Dimming System	\$36.00/each day	\$40.00/each day	6/1/2021
Lighting Control PC, Software, DMX	\$25.00/each day	\$28.00/each day	6/1/2021
Power Distribution Box (400 amp, 3 phase)	\$11.00/each day	\$12.00/each day	6/1/2021
Power Distribution Box (50 amp, 1 phase)	\$5.00/each day	\$6.00/each day	6/1/2021
Power Distribution Cable (50 amp, 75')	\$5.00/each day	\$6.00/each day	6/1/2021
Power Distribution Cable (60 amp, 75')	\$9.00/each day	\$10.00/each day	6/1/2021
Power Distribution Adaptor (100 amp)	\$4.00/each day	\$4.50/each day	6/1/2021
Power Distribution Feeder Cables (50')	\$29.00/each day	\$32.00/each day	6/1/2021
Easel	\$3.00/each day	\$3.50/each day	6/1/2021

Podiums	\$4.00/each day	\$4.50/each day	6/1/2021
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## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

RECREATION PROGRAMS	Current Base Fee	Approved New Fee	Effective Date
<b><u>Sports (per season)</u></b>			
Youth Sports (Basketball, Volleyball)	\$60.00/player	\$72.00/player	6/1/2021
Youth Futsal	\$45.00/player	\$55.00/player	6/1/2021
Youth Sports Uniforms	\$25.00/player	\$25.00/player	6/1/2021
Adult Basketball	\$360.00/team	\$396.00/team	6/1/2021
Adult Volleyball	\$360.00/team	\$305.00/team	6/1/2021
Adult Futsal	\$60.00/player	\$66.00/player	6/1/2021
Adult Soccer	\$55.00/player	\$66.00/player	6/1/2021
Adult Softball	\$550.00/team	\$528.00/team	6/1/2021
Adult Softball Coed	\$275.00/team	\$264.00/tram	6/1/2021
Junior Giants	Free	Free	6/1/2021
Skate and Scooter Competition	\$10.00/person	\$11.00	6/1/2021
Pickleball Tournaments	\$30.00/person	\$33.00	6/1/2021
<b><u>Capital Kids Before &amp; After School Youth Program</u></b>			
AM Before School Program (per week)	\$20.00/week	\$22.00/week	6/1/2021
PM After School Program (per week)	\$40.00/week	\$44.00/week	6/1/2021
CCSD Professional Development Days (single day registration)	\$20.00/day	\$22.00/day	6/1/2021
CCSD Non-School Days (single day registration)	\$20.00/day	\$22.00/day	6/1/2021
CCSD Minimum Days (single day registration)	\$14.00/day	\$16.00/day	6/1/2021
CCSD Early Release Days (single day registration)	\$12.00/day	\$13.00/day	6/1/2021
<b><u>Camp Carson Summer Camp Program</u></b>			
Break Camps (per week; Summer, Winter, Spring)	\$100.00/week	\$110.00/week	6/1/2021
Camp Shirts	\$9.00/shirt	\$10.00/shirt	6/1/2021
Field Trips	\$15.00-\$25.00/trip	\$15.00-\$25.00/trip	6/1/2021
<b><u>Outdoor Recreation</u></b>			
Shred Kids Mountain Bike Camp	\$35.00/session	\$39.00/session	6/1/2021
Shred Kids Ski and Snowboard Program	\$185.00/session	\$199.00/session	6/1/2021
<b><u>Movers and Doers Adaptive Recreation</u></b>			
Activity Fee	-	As approved by Director	6/1/2021
<b><u>Contract Classes (Contractor/PROS Split)</u></b>			
	70%/30% split	70%/30% split*	6/1/2021
<b><u>General Fees</u></b>			
Refund processing fee (for all activities)	10%	10%	6/1/2021

\*Or as approved by Director or City Manager



## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

SPORTS FIELDS	Current Base Fee	Approved New Fee	Effective Date
<b>Ballfield rentals (3 hour minimum)</b>			
Baseball/Softball Field with no prep (Centennial, Governor's, Pete Livermore)	\$35.00-\$45.00/day	\$50.00/day	1/1/2021
Baseball/Softball Field with prep (Centennial, Governor's, Pete Livermore)	\$65.00-\$80.00/day	\$88.00/day	1/1/2021
Flat Turf with no prep (football, soccer, lacrosse, etc)	-	\$50.00/day	1/1/2021
Flat Turf with prep (football, soccer, lacrosse, etc)	-	\$138.00/day	1/1/2021
<b>Sports Tournaments</b>			
Facility Rental (Centennial, Governor's, Pete Livermore)	\$500.00/day	\$550.00/day	1/1/2021
Facility Supervisor (if required)	\$15.00/hour	\$16.50/hour	1/1/2021
Field Prep	\$25/game/field	\$28.00/game/field	1/1/2021
Lights	\$20.00/hour	\$28.00/game/field	1/1/2021
Endorsed Holding Deposit (non-refundable, if cancelled)	-	\$200.00/rental	1/1/2021
Cleaning/Damage deposit (refundable)	-	\$400.00/rental	1/1/2021
Tournament Gate Fees	Not permitted	Not permitted	1/1/2021
Carson Ridge Disc Golf Park Facility Rental (exclusive use for up to 10 hours)	-	\$385.00/day	11/5/2020

LONE MOUNTAIN CEMETERY (* market rates may apply)	Current Base Fee	Approved New Fee	Effective Date
Casket Space-Grass	\$875.00/person	\$1,600.00/person	11/5/2020
Casket Space-Dirt	\$620.00/person	\$1,300.00/person	11/5/2020
Casket-Open/Close	\$665.00/person	\$1,025.00/person	11/5/2020
Casket-Open/Closed Baby	\$245.00/person	\$250.00/person	11/5/2020
	\$85.00/person		
Marker Setting-Flat (lawn)		\$85.00-\$500.00/person	11/5/2020
Marker Setting-Slant, Double Slant, Single and Double Uprights (300 lbs+)	\$85.00/person	\$125.00-\$600.00/person	11/5/2020
Cremation-Space-Lawn	\$410.00/person	\$600.00/person	11/5/2020
Cremation-Space-Dirt	\$185.00/person	\$400.00/person	11/5/2020
Cremation-Open/Close-Urn Space	\$200.00/person	\$250.00/person	11/5/2020
Cremation-Open/Close-Niche (each; above ground/bench etc.)	\$200/person	\$200.00/person	11/5/2020
Memorial Grove Donation (per tree)	-	\$350.00/tree	11/5/2020
Crypt-Single*	\$875.00/person	\$875.00/person	11/5/2020
Crypt-Double*	\$1,750.00/person	\$1,750.00/person	11/5/2020
Urn Vault (standard)	\$200.00/person	\$200.00/person	11/5/2020
Urn Vault (double)	\$225.00/person	\$225.00/person	11/5/2020
Vase	\$55.00/person	\$55.00/person	11/5/2020
Community-Tank/Garden/Indigent	\$75.00/person	\$50.00/person	11/5/2020
Disinterment (may require court order and DA approval)	\$1,500.00/person	\$2,000.00/person	11/5/2020
Disinterment 2018 or Later (may require court order and DA approval)	\$200.00/person	\$250 w/Urn Vault	11/5/2020
Disinterment Before 2018 (may require court order and DA approval)	\$200.00/person	\$400.00/person	11/5/2020
Veteran Space	No cost	No cost	11/5/2020
Niche-Row 1	\$925.00/person	\$925.00/person	11/5/2020
Niche-Row 2	\$1,070.00/person	\$1,070.00/person	11/5/2020
Niche-Row 3	\$1,225.00/person	\$1,225.00/person	11/5/2020
Niche-Row 4	\$1,395.00/person	\$1,395.00/person	11/5/2020
Companion Niche-Row 1	\$1,675.00/person	\$1,675.00/person	11/5/2020
Companion Niche-Row 2	\$1,920.00/person	\$1,920.00/person	11/5/2020
Companion Niche-Row 3	\$2,210.00/person	\$2,210.00/person	11/5/2020

Companion Niche-Row 4	\$2,540.00/person	\$2,540.00/person	11/5/2020
Overtime Staff Charge	\$510.00	\$550.00	11/5/2020



## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

PERMITS	Current Base Fee	Approved New Fee	Effective Date
Camping/Overnight Use (per camper; event organizations/participants + vendors	\$10.00/night	\$11.00/night	11/5/2020
Special Event Permit-Commercial**	\$53.25/day	\$53.25/day	11/5/2020
Special Event Permit-Non Profit**	\$21.70/day	\$21.70/day	11/5/2020
Temporary Vendor Fee (Per Vendor)**	\$2.15/day	\$2.15/day	11/5/2020
Temporary Liquor License (5 Day Maximum)**	\$20.00/day	\$20.00/day	11/5/2020
Temporary Food Permit (1 day; 2-7 days; 8-14 days)**	\$25; \$50; \$75	\$25; \$50; \$75	11/5/2020

\*\* Fees are in Carson City Municipal Code and will be updated with any code changes as approved by the Board

RIFLE AND PISTOL RANGE	Current Base Fee	Approved New Fee	Effective Date
<b>Public Shooters</b>			
Public Shooter Admission (In-State/Residents; per shooter)	-	\$5.00/day	7/1/2020
Public Shooter Admission (Out-of-State; per shooter)	-	\$10.00/day	7/1/2020
<b>Annual Passes</b>			
Adult (In-State)	-	\$50.00/year	7/1/2020
Adult (Out-of-State)	-	\$100.00/year	7/1/2020
Youth (17 and under) and Seniors (60+) (In-State)	-	\$25.00/year	7/1/2020
Youth (17 and under) and Senior (60+) (Out-of-State)	-	\$50.00/year	7/1/2020
Family (2 adults, 3 youth) (In-State)	-	\$75.00/year	7/1/2020
Family (2 adults, 3 youth) (Out-of-State)	-	\$150.00/year	7/1/2020
Veteran with 50% or higher disability status (for drop-in use only)	-	Free	7/1/2020
Volunteers (requires minimum of 8 hours of service per month; average annually)	-	Free	7/1/2020
<b>Group Reservations (4 hour duration)</b>			
Non-Profit organizations, Shooting Clubs (In-State)	-	\$25.00/4 hrs	7/1/2020
Non-Profit organizations, Shooting Clubs (Out-of-State)	-	\$50.00/4 hrs	7/1/2020
In-State Business/Commercial (requires Carson City Business License	-	\$50.00/4 hrs	7/1/2020
Out-of-State Business/Commercial (requires Carson City Business License	-	\$100.00/4 hrs	7/1/2020
Governmental Uses (Law Enforcement, Military)	-	Free	7/1/2020
Cancellation Fee (15 days or less)	-	No Refunds	7/1/2020
Clean Up	-	Direct Costs*	7/1/2020
Vendor Fee (requires Carson City Business License)	-	\$250.00-\$500.00/day*	7/1/2020
Concession and Sales (targets, ear protection, etc.)	-	Actual Costs*	7/1/2020
Private Range Rental/Special Event	-	\$500.00-\$2,500.00/day*	7/1/2020
<b>Sponsorships</b>			
Directional/Education signs	-	\$500.00/year	7/1/2020
Kiosk (per year)	-	\$750.00/year	7/1/2020
Target stands, Envelopes, Parking Permits, ear protection etc.	-	Actual Costs	7/1/2020
Banners	-	\$250.00/3 months	7/1/2020

\*Or as determined by Director or City Manager



## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

REGIONAL/COMMUNITY PARKS/OPEN SPACE	Current Base Fee	Approved New Fee	Effective Date
<b>Park and Open Space Facility Reservations (8am-8pm)</b>			
Park Grounds (Fuji, Mills, Riverview)	\$75/\$93.75/\$112.50 per day	\$110.00/day	6/1/2021
Park Grounds Cleaning/Damage Deposit (refundable)	\$150.00/rental	\$150.00/rental	6/1/2021
Picnic Pavilion (Fuji, Mills, Riverview, Korean War Memorial, Centennial)	\$75/\$93.75/\$112.50 per day	\$110.00/day	6/1/2021
Picnic Pavilion cleaning/security deposit (refundable)	\$150.00/day	\$150.00/rental	6/1/2021
Trash Can Deposit (refundable if trash is maintained by Renter)	\$100/10 cans	\$100.00/10 cans	6/1/2021
<b>Fuji Park</b>			
Arena (Carson City Fairgrounds; 8am-10pm)	\$400/\$500/\$600 per day	\$440.00/day	6/1/2021
Exhibit Hall; includes kitchen (9am-11pm)	\$240/\$300/\$360 per day	\$440.00/day	6/1/2021
Exhibit Hall Commercial Kitchen (5 hours)		\$83.00/5 hrs	6/1/2021
Exhibit Hall Commercial Kitchen (10 hours)		\$165.00/10 hrs	6/1/2021
Barn	\$150.00-\$225.00/day	\$248.00/day	6/1/2021
Cleaning/Damage Deposit (refundable)	\$400.00/rental	\$400.00/rental	6/1/2021
<b>Mills Park (8am-8pm)</b>			
Marv Teixeira Pavillion	\$460/\$575/\$690 per day	\$440.00/day	6/1/2021
Marv Teixeira Pavillion Cleaning/Damage Deposit (refundable)	\$350.00/rental	\$400.00/rental	6/1/2021
<b>Prison Hill Recreation Area (sunrise to sunset)</b>			
Motorized Use Area (10 hours max day)	-	\$275/day plus \$5 per participant	11/5/2020
<b>Silver Saddle Ranch (7am-5pm)</b>			
Historic Complex excludes Red House (10 hours max day)	\$100/day plus \$1 per participant in excess of 100	\$550.00/day	6/1/2021
Cleaning/Damage Deposit (refundable)	\$150.00/rental	\$400.00/rental	6/1/2021
<b>Other Regional/Community Parks/Open Space Fees (sunrise to sunset)</b>			
Neighborhood Parks Pavilions (first come-first served)	Free	Free	6/1/2021
Trail Runs/Events (exclusive use for event, runs, challenge courses, etc.)	\$100/day plus \$1 per participant in excess of 100	\$220/day plus \$1 per participant in excess of 100	6/1/2021
Trail Run Cleaning/Damage Deposit	\$150.00/rental	\$150.00/rental	6/1/2021
Tennis Court Rental (commercial use)	-	\$15.00/hour	11/5/2020



## PARKS, RECREATION & OPEN SPACE FEE SCHEDULE

Board of Supervisors approved 11/5/2020

REGIONAL/COMMUNITY PARKS/OPEN SPACE	Current Base Fee	Approved New Fee	Effective Date
Community Center Digital Reader Board Ad (minimum 2 slots)	\$20.00/week/slot	\$22.00/week/slot	11/5/2020
Outdoor Banners	-	\$165.00	11/5/2020
Centennial Outfield Posters (per 6 month season)	-	\$165.00	11/5/2020
Sports Complexes, Mills Park Pole Flag (per 6 month season)	-	\$193.00	11/5/2020
Sponsorships	-	As approved by Director	11/5/2020
City Sponsored advertisements (events, programs, meetings etc.)	Free	Free	11/5/2020
Activity Guide Ad (1/8 Page)	-	\$60.00	11/5/2020
Activity Guide Ad (1/4 Page)	-	\$105.00	11/5/2020
Activity Guide Ad (1/2 Page)	-	\$170.00	11/5/2020
Activity Guide Ad (Full Page)	-	\$280.00	11/5/2020

OUTDOOR EQUIPMENT RENTAL	Current Base Fee	Approved New Fee	Approved New Fee	Approved New Fee	Effective Date
		<b>Day</b>	<b>Weekend</b>	<b>Week</b>	
Late Fee	-	Day charge	Day charge	Day charge	11/5/2020
Cleaning/Repair Fee	-	\$15.00/hour	\$15.00/hour	\$15.00/hour	11/5/2020
Group Discount (8 or more people)	-	15%	1/0/1900	15%	11/5/2020
Kayak (includes paddle and PFD)	-	\$25.00	2/9/1900	\$80.00	11/5/2020
PFD (lifejacket)	-	\$4.00	1/6/1900	\$12.00	11/5/2020
Backpack	-	\$10.00	1/16/1900	\$32.00	11/5/2020
Tent	-	\$9.00	1/15/1900	\$30.00	11/5/2020
Backpack Stove	-	\$4.00	1/6/1900	\$12.00	11/5/2020
Disc Golf Set	-	Free w/deposit*	Free w/deposit*	Free w/deposit*	11/5/2020
Sleeping Bag	-	\$12.00	1/19/1900	\$38.00	11/5/2020
Sleeping Pad	-	\$6.00	1/10/1900	\$20.00	11/5/2020
Pickleball Net	-	\$8.00	1/13/1900	\$26.00	11/5/2020
Horse Shoes	-	\$4.00	1/6/1900	\$12.00	11/5/2020
Spike Ball	-	\$4.00	1/6/1900	\$12.00	11/5/2020
Corn Hole	-	\$6.00	1/10/1900	\$20.00	11/5/2020
Trekking Poles	-	\$5.00	1/8/1900	\$16.00	11/5/2020
Snowshoes	-	\$12.00	1/19/1900	\$38.00	11/5/2020
Kayak Paddle	-	\$5.00	1/8/1900	\$16.00	11/5/2020
dry bags small	-	\$3.00	1/5/1900	\$10.00	11/5/2020
dry bag large	-	\$6.00	1/10/1900	\$20.00	11/5/2020
Snow gaiters	-	\$3.00	1/5/1900	\$10.00	11/5/2020
Mess Kit	-	\$4.00	1/6/1900	\$12.00	11/5/2020
Bear Canister	-	\$5.00	1/8/1900	\$16.00	11/5/2020
Headlamp	-	\$4.00	1/6/1900	\$12.00	11/5/2020



kubb set	-	\$5.00	1/8/1900	\$16.00	11/5/2020
Stove Fuel	-	\$6/canister	N/A	N/A	11/5/2020
Water filter	-	\$5.00	1/8/1900	\$16.00	11/5/2020
Water Jug	-	\$4.00	1/6/1900	\$12.00	11/5/2020
Kayak Strap Kit	-	\$4.00	1/6/1900	\$12.00	11/5/2020