



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: April 14, 2020

DATE: Wednesday, April 08, 2020

TO: Board of County Commissioners

FROM: Joanne Lowden, Natural Resources Planner,
Community Services Department, 328-2039, jlowden@washoecounty.us

THROUGH: Eric Crump, Operations Division Director
Community Services Department, 328-3624, ecrump@washoecounty.us

SUBJECT: Recommendation to accept the Nevada Department of Wildlife Shooting Range Grant [in the amount of \$255,537.50 with a Washoe County cash/in-kind match in the amount of \$85,180.00] and approve the Notice of Subgrant Award #SG20-06 with a grant period from final execution through June 30, 2020; and authorize the Assistant County Manager [Dave Solaro] to sign the Notice of Subgrant Award #SG20-06 and any subsequent documents related to the grant on behalf of the County; and direct the Comptroller's Office to make the necessary budget amendments.
(Commission District 5.)

SUMMARY

This item recommends acceptance of a Nevada Department of Wildlife Shooting Range Grant in the amount of \$255,537.50, with a County cash/in-kind match of \$85,180, and to approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the necessary budget amendments. The funding would be used to develop a Master Plan for the Regional Archery Facility and to improve access and safety at the Regional Shooting Facility. Shooting Facility improvements will be targeted at parking areas, access roads, drainage ways, containment berms, and the existing classroom.

Washoe County Strategic Objective supported by this item: Stewardship of our Community.

PREVIOUS ACTION

None.

BACKGROUND

Washoe County, through its Regional Parks and Open Space Department, owns and operates a 530-acre Regional Shooting Facility located in Palomino Valley, Nevada. It opened in 1982 and provides a variety of ranges for use by the general public, shooting clubs, military, and law enforcement personnel. The Regional Archery Facility is a 110-acre property located in Lemmon Valley, Nevada that currently provides opportunities for field archery practice with some limited amenities. Washoe County manages the

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facility under a Recreation or Public Purposes Lease from the Bureau of Land Management (BLM). The archery range is open to the general public and is sub-leased to a local non-profit group, the Silver Arrow Bowmen. The Silver Arrow Bowmen conduct club shoots and assist with the maintenance of the range.

The Master Plan for the Regional Shooting Facility was updated in 2011 and identifies several desired improvements and expansions for the facility. This grant funding would be used for improvements to parking areas, access roads, drainage ways, containment berms, and the existing classroom as recommended in the Master Plan. These improvements would increase accessibility and safety for range users. The grant funding would also be used to develop the initial Master Plan for the Regional Archery Facility. The master planning process allows for community input into desired future development at the site.

The Nevada Department of Wildlife (NDOW) currently utilizes these facilities to conduct classes as part of their Hunter Education Program. NDOW supports shooting and archery facilities in Nevada through subgrants of Federal Aid in Wildlife Restoration Act Funds administered through the Department of Interior. NDOW approached Washoe County Parks staff in early 2019 to encourage application for available subgrant funding in support of the proposed improvements. A Notice of Subgrant Award was issued in February 2020, with an expiration date of June 30, 2020. Washoe County Parks will be pursuing an extension with NDOW through June 30, 2021 to allow time to complete the proposed activities. A combination of Washoe County staff time and equipment, contracts, and volunteer efforts will be used for the in-kind match and to implement the project.

GRANT AWARD SUMMARY

Project/Program Name: Regional Shooting Facility Improvements and Regional Archery Facility Master Plan

Scope of the Project: Create a Master Plan for the Regional Archery Facility and improve access and safety at the Regional Shooting Facility. Improvements at the Shooting Facility will include roads, parking, drainage, berms, and classroom updates.

Benefit to Washoe County Residents: Development of a Master Plan for the Regional Archery Facility will provide an opportunity for community input on future projects and development at the site. Regional Shooting Facility improvements are targeted at increasing access and safety for all range users. Classroom updates will ensure that the facilities meet NDOW standards to support educational programs.

On-Going Program Support: The grant award will be used to develop a Master Plan and for infrastructure improvements. Washoe County Parks will continue to manage the Regional Shooting and Archery Facilities as it has in the past using park operations budgets for ongoing staffing and maintenance needs. Future projects identified through the master planning process could potentially be funded through additional grants,

working with local volunteer groups, parks staff time, or using capital improvement or infrastructure preservation funds.

Award Amount: \$255,537.50

Grant Period: From full execution of the Subgrant Award through June 30, 2020

Funding Source: U.S. Department of Interior, Fish and Wildlife Service

Pass Through Entity: Nevada Department of Wildlife

CFDA Number: 15.611

Grant ID Number: F17AF01025

Match Amount and Type: Regional Shooting Facility Improvements: Cash match will be provided through staff time (\$16,000), heavy equipment use (\$5,120), project materials and supplies (\$22,215), and a cash contribution to contracted services (\$12,463). In-kind match will include using unpaid volunteer hours (500 hrs. @ \$25.43/hr. = \$12,715). Regional Archery Facility Master Plan: Cash match will be provided through staff time (\$6,667) to administer contracts and work with consultants during the master planning process. A cash match of \$10,000 will also be contributed to the cost of the consulting contract.

Sub-Awards and Contracts: A consulting contract will be awarded to develop the Master Plan for the Regional Archery Facility. Additional contracts may be awarded for the classroom update, roadway design and improvement, drainage construction, and parking lot upgrades at the Regional Shooting Facility. All contract and supply purchases will follow Washoe County procurement guidelines and federal procurement regulations.

FISCAL IMPACT

Should the board accept this grant award the FY20 Parks Capital Fund (404) budget will need to be amended by \$255,537.50 in the following revenues and expenditures accounts:

Cost Object & Description	G/L Account & Description	Amount
IO-11683 NDOW Reg. Shooting Fac. Impr & Archery Fac. Master Plan	431100-Federal Grants	\$255,537.50
PK906047 NDOW Reg. Shooting Fac. Impr & Archery Fac. Master Plan	710205-Repairs & Maintenance	\$ 62,537.00
PK906047 NDOW Reg. Shooting Fac. Impr & Archery Fac. Master Plan	781080-Construction contracts	\$193,000.50
IO-11683 NDOW Reg. Shooting Fac. Impr & Archery Fac. Master Plan	818000-Intrafund Transfer	\$255,537.50
PK906047 NDOW Reg. Shooting Fac. Impr & Archery Fac. Master Plan	818000-Intrafund Transfer	(\$255,537.50)

A total of \$85,180 or 25% cash and in-kind match will be provided by the County for this grant through staff time, contribution to consulting and contracted services, heavy equipment use, supplies and materials, and volunteer hours and accounted for in various cost centers (140100, 140560, 105400, 105300, and 140900).

RECOMMENDATION

It is recommended that the Board of County Commissioners accept the Nevada Department of Wildlife Shooting Range Grant [in the amount of \$255,537.50 with a Washoe County cash/in-kind match in the amount of \$85,180.00] and approve the Notice of Subgrant Award #SG20-06 with a grant period from final execution through June 30, 2020; and authorize the Assistant County Manager [Dave Solaro] to sign the Notice of Subgrant Award #SG20-06 and any subsequent documents related to the grant on behalf of the County; and direct the Comptroller's Office to make the necessary budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to accept the Nevada Department of Wildlife Shooting Range Grant [in the amount of \$255,537.50 with a Washoe County cash/in-kind match in the amount of \$85,180.00] and approve the Notice of Subgrant Award #SG20-06 with a grant period from final execution through June 30, 2020; and authorize the Assistant County Manager [Dave Solaro] to sign the Notice of Subgrant Award #SG20-06 and any subsequent documents related to the grant on behalf of the County; and direct the Comptroller's Office to make the necessary budget amendments."