



## STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** May 21, 2020

**Staff Contact:** Jennifer Budge, CPRP, Parks and Recreation Director

**Agenda Title:** For Possible Action: Discussion and possible action regarding a proposed fee schedule for the Carson City Rifle and Pistol Range (Range), to be effective July 1, 2020, and whether to authorize the Finance Department to direct all revenues into a designated account for future operations, maintenance and management of the Range facilities. (Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org))

Staff Summary: This item is for the Board of Supervisors to consider a proposed fee schedule developed by the Range Task Force, with feedback provided by the public and user groups. If approved, all revenue would be dedicated toward operations, maintenance and management of the range.

**Agenda Action:** Formal Action / Motion

**Time Requested:** 10 Minutes

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### **Proposed Motion**

I move to approve the fee schedule to be effective July 1, 2020, and authorize the Finance Department to direct all revenues into a designated account for future operations, maintenance and management of the Range facilities.

### **Board's Strategic Goal**

Sustainable Infrastructure

### **Previous Action**

August 20, 2019- The Parks and Recreation Commission recommended to the Board of Supervisors approval of the proposed Range Fee Schedule by a vote of 5-1, 1 absent.

August 7, 2019- The Range Task Force recommended to the Parks and Recreation Commission approval of the proposed Range Fee Schedule by a vote of 11-0.

### **Background/Issues & Analysis**

Recently, the City invested more than \$800,000 for safety improvements to the Range including upgrades to backstops and berms, drainage, target frame holders, storage, and signage to ensure the facility meets the National Rifle Association guidelines. The City also funds a full time Range Coordinator to oversee operations and maintenance of the facility.

This item, if approved, would implement a fee schedule effective July 1, 2020 for the Range. It is intended that all revenues generated at the facility would be dedicated to future operations, maintenance and management of the facility. The fee schedule provides for drop in use, annual passes, commercial and non-profit users, volunteer incentives, and sponsorships.

Supporting documents include a regional market analysis of fees for public shooting ranges similar in size and type, as well as the proposed Range Fee Schedule for the Board's consideration.

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

N/A

**Financial Information**

**Is there a fiscal impact?** Yes

**If yes, account name/number:** General Fund Revenue 1015080-447210 - Expenses will be charged to 1015059

**Is it currently budgeted?** No

**Explanation of Fiscal Impact:** In FY 20, staff has established the Rifle Range Department 1015059 account. Fee revenue for the Rifle Range would be posted to 1015080-447210. If fees charged exceed department expenses, revenues would be restricted to be used at the Range.

**Alternatives**

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

**Attachments:**

[Carson Rifle and Pistol Club Draft Fee Schedule\\_PRC and RTF approved.pdf](#)

[Shooting Range Fees\\_market analysis.pdf](#)

**Board Action Taken:**

Motion: \_\_\_\_\_

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

Aye/Nay

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

## Carson Rifle and Pistol Range - Proposed Fee Schedule

ITEM DESCRIPTION	FEES	
	IN STATE	OUT OF STATE
<b>1. Public Shooters - Individuals (Admission)</b>	\$5 per shooter	\$10 per shooter
<b>2. Annual Passes - Individuals</b>		
a. Adults	\$50	\$100
b. Youth (17 and under) and Seniors (65+)	\$25	\$50
c. Veterans (50% or greater disability rating)	Free	Free
d. Family (2 adults and 3 youth)	\$75	\$150
e. Volunteers (requires minimum of 8 hours of service per month average annually)	Free	Free
<b>3. Group reservations</b>		
a. Non-profit organizations, Shooting Clubs	\$25	\$50
b. Business/Commercial [Training and education; ammunition and firearms testing; security and armed guard certifications etc.] (requires Carson City business license)	\$50	\$100
c. Governmental Uses (Law Enforcement, Military)	Free	N/A
d. Cancellation fee (15 days or less)	No refunds	N/A
e. Clean up	Actual cost of labor hours or as determined by Director	N/A
<b>4. Vendor fee</b> (requires Carson City business license)	\$250-\$500 or as determined by Director	N/A
<b>5. Concession and sales</b> (targets, ear protection etc.)	Actual cost of items or as determined by Director	N/A
<b>6. Private Range Rental/Special Event</b>	\$500-\$2500 or as determined by Director. Requires refundable security deposit.	N/A
<b>7. Sponsorships</b>		
a. Directional/Education signs	\$500 per year	
b. Kiosk	\$750 Per year	
c. Target stands, Envelopes, Parking Permits, ear protection etc.	Actual cost of item or as determined by Director	
d. Banners	\$250 for three months/quarter	

**Group reservations:** Require insurance, individual participant waivers, Range Safety Officers. Reserve a portion of the facility, but do not have exclusive use of the entire facility, as some portions may still be open and available to the general public or other user groups. Group reservations are for a four hour duration and include:

- 1 shooting bay or
- 10 spots on the Long Range (Covered area) or
- 10 spots on the Long Range (Uncovered area) or
- 10 spots on the Short Range

Range Task Force approved 8/7/2019  
Parks Commission approved 8/20/2019  
Board of Supervisors approval TBD

**Annual Passes:** Require individual waivers and may require an annual on-line or in-person range orientation by a Range Safety Officer.

**Volunteers:** Includes Range Safety Officers, maintenance, education classes, and other volunteer capacities dedicated to the range. 16 hours completed prior to eligibility.

## PUBLIC SHOOTING RANGE FEES - MARKET ANALYSIS

Washoe County Regional Shooting Facility	FEES
1. Public Shooters - Individuals	
a. Adults	\$9/day
b. Youth (3-17) and Seniors (62+)	\$4/day
2. Annual Passes (public range only. 12 months from date of purchase)	
a. Adults	\$150
b. Youth (3-17) and Seniors (62+)	\$110
3. Concession Rentals and Sales	
4. Group reservations	\$4/shooter (minimum 10) per range; Insurance required
5. Classroom	\$20/hour

Douglas County Shooting Range	FEES
Annual Passes (January to December. Pro-rated based upon date of purchase)	\$50
Public Shooters	\$2/vehicle

Clark County Shooting Complex	FEES
1. Public Shooters - Individuals	
a. Adult	\$10/day
b. Junior (under 18)	Free
c. Shooting Punchcard (12 visits)	\$95

Elko County Shooting Range	FEES
1. Group reservations (10 minimum - 100 maximum)	\$25 deposit gate/fee

Lee Kay Shooting Range - Utah	FEES
1. Public Shooters - Individuals	
a. Adult (16+)	\$5/shooter per day
b. Youth (15 and younger)	\$2/shooter per day

## PUBLIC SHOOTING RANGE FEES - MARKET ANALYSIS

Ben Avery Shooting Facility - Arizona	FEES
1. Public Shooters - Individuals	
a. Adult (18+)	\$7/day
b. Child (5-17)	Free
c. 10 day shooting punch pass	\$70
2. Group reservations	
a. Competitive Match	\$6/shooter per day
b. Competitive Practice	\$6/shooter per day
c. Law Enforcement and Military	\$6/shooter per day
d. General Shooting	\$7/shooter per day
e. Training and education	\$15/shooter per day
f. Ammunition and firearms testing	\$15/shooter per day
g. Security and Armed Guards	\$15/shooter per day
3. Classrooms	\$50/day (5 hours or less)
4. New user group set up administrative fee	\$50
5. Vendor fee	\$20
6. Failure to cancel	\$45-\$75
7. Clean up (per man hour)	\$30
8. Destruction of target frames	\$20

Police Mutual Aid Association Range - Utah	FEES
1. Public Shooters - Individuals	
a. Adult (18=)	\$10/shooter per day
b. Youth (5-17)	\$3/shooter per day
2. Group reservations	\$175/\$200 per day includes classroom space

Chabot Shooting Range -East Bay Regional Parks - California (now closed)	FEES
1. Public Shooter - Individual (non-members)	
a. Adult (18+)	\$17/shooter per day
b. Juniors (17 and younger)	\$5/shooter per day
c. Guests	\$8/shooter per day
2. Public Shooter - Member	
a. Adult	\$8.50/shooter per day
3. Group Reservations (classes and matches)	\$7-\$125/shooter per day
a. Private Range Rental	\$300-\$350 per day per range