

# REGIONAL PUBLIC SAFETY TRAINING CENTER MANAGERS BOARD

## ANNUAL MEETING MINUTES

### Board Members

Chair, Eric P. Brown, Washoe County Manager  
Doug Thornley, City of Reno Manager  
Neil Krutz, City of Sparks Manager  
Darin Balaam, Washoe County Sheriff  
Brian deMunnik, Director – Regional Public Safety  
Training Center

Friday, February 3, 2023

3:00 p.m.

**Regional Public Safety Training Center  
5190 Spectrum Blvd, Room 110  
Reno, Nevada 89512**

### Deputy District Attorney

Lindsay Liddell

**and available via  
Zoom Webinar**

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The Regional Public Safety Training Center Managers Board met in a scheduled session on Friday, February 3, 2023, at the Regional Public Safety Training Center, 5190 Spectrum Boulevard, Reno, Nevada, and via Zoom teleconference.

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#### 1. Call to order and roll call.

Chair Brown called the meeting to order at 3:10 p.m. The following Board members and staff were present:

Board members present: Eric P. Brown, Chair  
Doug Thornley (via Zoom)  
Neil Krutz  
Darin Balaam  
Brian deMunnik

Board members absent: None

Staff present: Erick Willrich, Assistant to the County Manager  
Chaz Lehman, Deputy District Attorney  
Alicia Berkbigler, Program Assistant, RPSTC

#### 2. Public Comment.

Chair Brown opened the Public Comment period. There were no requests for public comment. Chair Brown closed the Public Comment period.

#### 3. RPSTC Current Budget.

- a. **FY23 & FY24 Staffing Levels – Four RPSTC staff and one open OSS position.**
- b. **FY23 Budget Status – On budget.**
- c. **FY23 Estimated Revenue – Approximately \$70,000.**



**d. FY23 Estimated Fund Balance in the amount of \$1,556,559.**

RPSTC Program Assistant Alicia Berkbigler conducted a PowerPoint presentation and reviewed slides with the following titles: RPSTC Staffing FY23 & FY24; Budget FY23; Revenue (2 slides); FY23 Weekend Usage; Estimated Fund Balance Ending FY22.

There was no discussion on this item.

**4. FY24 Proposed Budget Approval.**

- a. FY24 Proposed Budget in the amount of \$1,225,000.**
- b. Agency Usage / Fees in the amount of \$975,000, with the remaining \$250,000 to come from the RPSTC fund balance (Each Partner agency is billed by resource usage, using a three-year average).**

RPSTC Director Brian deMunnik conducted a PowerPoint presentation and reviewed slides with the following titles: Proposed Budget FY24; FY22 Usage; Proposed Budget FY24 (2 slides).

Director deMunnik asked for a motion to approve the RPSTC's proposed FY24 budget which was proposed by the RPSTC's executive board in December 2022.

There was no public comment on this item.

On motion by Neil Krutz, seconded by Doug Thornley, which motion duly carried on a 5-0 vote, it was ordered that the proposed FY24 budget be approved.

**5. RPSTC Updates.**

- a. Skills Training Area – Addition of two firearm ranges, remodel of the Burn Tower fire systems, and the addition of a Conex box.**
- b. Operations Manual Updates – No changes or updates at this time.**
- c. Interlocal Agreement – No changes or updates at this time.**

RPSTC Program Assistant Alicia Berkbigler conducted a PowerPoint presentation and reviewed slides with the following titles: Skills Training Area; Burn Tower Upgrade; Operations Manual; Interlocal Agreement.

There was no discussion, public comment, or action on this item.

**6. RPSTC Approval for FY24 Projects.**

- a. Administrative Building – Carpet for classrooms, a 40-classroom computer refresh, and a HVAC computer system upgrade at an estimated cost of \$76,000.**
- b. Skills Training Area – Asphalt work for the track and training area roads, the addition of a standing roof prop for fire agencies, and drainage ditch cleaning at a cost of approximately \$144,000.**



- c. **Capital Improvement Budget Discussion – Washoe County responsibilities vs. RPSTC Partner responsibilities, to include which entity will pay for projects such as asphalt work and drainage areas.**

RPSTC Director Brian deMunnik conducted a PowerPoint presentation and reviewed slides with the following titles: Future Projects (3 slides); Capital Improvement Plan.

Director deMunnik asked for a motion to approve the FY24 capital projects.

There was no public comment on this item.

On motion by Neil Krutz, seconded by Chair Brown, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 6 be approved.

## **7. RPSTC Area Projects.**

- a. **Reno Iron Works Project – Development, located on the east side of Spectrum Blvd., is moving forward and construction could begin in March.**
- b. **Spectrum housing project – Dandini Spectrum Holdings, LLC (APN 035-681-07) request for two easements, a water line easement and a secondary access easement, over the RPSTC property (APN 502-250-31).**

RPSTC Director Brian deMunnik and RPSTC Program Assistant Alicia Berkbigler conducted a PowerPoint presentation and reviewed slides with the following titles: Reno Iron Works; Workforce Housing; Spectrum Housing Project; Discussions.

Chair Brown wondered if the daycare center was no longer moving forward. Director deMunnik was unable to confirm but thought that was possible.

Chair Brown asked if the Spectrum housing project was agendized for a Board of County Commissioners' (BCC) meeting and it was determined that it was not. It was noted that discussions with the Commissioners were ongoing.

## **8. Public Comment.**

Chair Brown opened the Public Comment period. There were no requests for public comment. Chair Brown closed the Public Comment period.



**Adjournment.**

There being no further business to discuss, Chair Brown adjourned the meeting at 3:53 p.m.

Respectfully submitted by Lauren Morris, Deputy County Clerk, Washoe County.

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ERIC P. BROWN, Chair  
Regional Public Safety Training Center  
Managers Board