

**NEVADA OFF-HIGHWAY VEHICLES PROGRAM**  
**GRANT APPLICATION**  
**Nevada Commission on Off-Highway Vehicles**  
**Nevada Department of Conservation and Natural Resources**

This application has FIVE sections which are all REQUIRED to be filled out in full.  
To avoid disqualification, all application areas must be concise and complete; certifications must be signed and dated.

**SECTION I - PROJECT AND APPLICANT INFORMATION**

1. Project Name: World Champion Way Staging Area
2. Project Timeline: Expected Start: March 2023 Expected Completion: February 2024
3. Applicant Name: City of Mesquite

Mailing address: 10 East Mesquite Blvd., Mesquite, Nevada 89027

Phone: (702) 346-5295

Email: pjankowski@mesquitenv.gov - Peter Jankowski, City Manager

**4. Classification of Applicant: (check one)**

- ☐ Federal   ☐ State   ☐ County   ☒ Local/Municipal   ☐ Other: \_\_\_\_\_  
☐ Partnership   ☐ Non-profit   ☐ for Profit   ☐ Individual

*If the applicant is a corporate or legal entity, proof of good standing in the entity's state of incorporation is required. NAC 490.1345 (Note: grantees must have the capacity to implement and accomplish proposed project and properly administer awarded funds).*



Applicant Signature

(Chairperson/President/Authorized Official)

11/14/22  
Date

**5. Project Manager:** Nicholas Montoya

Mailing address: 100 West Old Mill Road, Mesquite, Nevada 89027

Phone: C: (702) 271-5327 O: (702) 346-8732 ext. 4002

Email: nmontoya@mesquitenv.gov

**Alternate Contact:** Carol Hollis

Mailing address: 10 East Mesquite Blvd., Mesquite, Nevada 89027

Phone: (702) 345-7939

Email: chollis@mesquitenv.gov

**6. Classification of Land Control: (check all that apply)**

☐ Federally managed public land    ☐ Private Land    ☐ County ☒ City

☐ Other: \_\_\_\_\_

☐ Lease; Attach copy of lease with expiration date.

☐ R&PP; Attach copy of lease with expiration date.

*If the proposed project is to be carried out on public land, attach any applicable written agreement with any government entity having jurisdiction over that land, including permits, leases, easements, and rights-of-way. NAC 490.135*

**7. Landowner:** City of Mesquite

Mailing address: 10 East Mesquite Blvd., Mesquite, Nevada 89027

Phone: (702) 346-5295

Email: pjankowski@mesquitenv.gov - Peter Jankowski, City Manager

**8. THE LANDOWNER MUST PROVIDE A LETTER STATING THAT:**

(See example Appendix B)

- a) Landowner has read the Request for Grant Application package.
- b) Landowner agrees with the application and the terms of the grant.
- c) Landowner holds an interest in the subject land that is sufficient in scope and authority to allow the applicant to complete the proposed project and operate and maintain the proposed project after its completion.

- d) Landowner is legally committing to maintain the trail/facility and will allow public motorized access to such trail/facilities for 25 years or the normal life of the project; and
- e) Landowner agrees to provide any match or other tasks in the application that are assigned to Landowner.

**The State may require the landowner/agency to be co-grantee on the grant agreement/contract.**

## 9. PROJECT COSTS:

*(grant request and matching funds directly related to the project)*

State OHV Grant Request:     \$ 205,000 \_\_\_\_\_  
 Matching Funds:                 \$ 150,000 – In-Kind Land & Salaries  
 Total Project Amount :         \$ 355,000 \_\_\_\_\_

***What are the sources or Partners for your leveraged (matching) funds?***

☐ Federal ☐ Private ☒ In-kind ☐ City/County ☐ Other

Please describe additional funding source(s):

Type here:

As an In-Kind match, the City of Mesquite owns and maintains the land of the proposed staging area, approximately 4-5 acres; please see attached diagram. Along with the land, the COM proposes to utilize staff as an In-Kind match, to assist with the construction and maintenance of the proposed staging area.

If awarded funding for the trail groomer and trailer as an In-Kind match, the City of Mesquite will provide housing, maintenance, insurance, and certification for all users of the equipment.

## 10. LETTERS OF SUPPORT FROM PARTNERS are required:

- a) Confirming they agree to the terms of the grant; and
- b) That they are committed to providing match/cash or other tasks in the application that are assigned to them.

**Additional Letters of Support may be attached at the end of this application (limit 3).**

## 11. Project Type(s) (NRS 490.069 Sec.2c) check all that apply:

☐ Studies or planning for trails and facilities;

☒ Environmental Assessments and Environmental Impact Studies.

☐ Other studies \_\_\_\_\_

- ☐ Acquisition of land for trails and facilities
- ☒ Mapping and signing of trails and facilities
- ☒ Reconstruction, enhancement or maintenance of existing trails and facilities
- ☒ Construction of new trails and facilities
- ☐ Restoration of areas that have been damaged by the use of off-highway vehicles.
- ☒ The construction of trail features, trailheads, parking, or other ancillary facilities which minimize impacts to environmentally sensitive areas or important wildlife habitat areas.
- ☒ Safety training and education related to the use of off highway vehicles and registration
- ☐ Compliance and enforcement (See Appendix C, Enforcement Strategy example)

**12. ALL TRAIL USERS: (check all that apply)**

- |   |  |  |                                     |
|---|--|--|-------------------------------------|
| <input checked="" type="checkbox"/> Mountain Biking | <input checked="" type="checkbox"/> Hiking/Backpacking | <input type="checkbox"/> Equestrian                  | <input checked="" type="checkbox"/> |
| Single track motorcycle                             | <input type="checkbox"/> Snowmobiling                  | <input type="checkbox"/> Snowshoe/ski                |                                     |
| <input checked="" type="checkbox"/> ATV quads       | <input checked="" type="checkbox"/> Dune buggy         | <input checked="" type="checkbox"/> UTV Side by side |                                     |
| <input type="checkbox"/> Race Course                | <input type="checkbox"/> Skills riding course          |  |                                     |

Please explain how you intend to manage user interactions:

To create a safe staging area for vehicles and trailers towing off-highway vehicles (OHV) at a prime egress point to trails in Nevada and Arizona. The staging area will contain a kiosk with information pertinent to OHV travelers, such as trail maps, safety information, environmental protection tips, trail etiquette tips, local and surrounding amenities, etc. A QR code to the Go Mesquite NV telephone App will be visible for all who visit the staging area to download; the App includes links to the above-mentioned and additional OHV rider information and helpful links, such as a link to OHV.NV.GOV. The staging area will contain current OHV marketing, activities, materials, and training that the City of Mesquite and local partners are offering. This will mean more traffic on the City streets, especially during large events; the City of Mesquite recently passed Bill as Ordinance B22-006, which expands where properly equipped and regulated Off-Highway Vehicles may operate on City streets.

This project dovetails nicely with the recent opening of the Riverside Road OHV Staging Area, which is located in SW Mesquite. The Riverside Road OHV Staging Area was

generously funded by Nevada OHV, and has been a huge success since its grand opening in January 2022. The World Champion Way Staging Area proposed in this application will be located in NE Mesquite, providing a staging area at a prime egress location to access the hundreds of trails to the NE of Mesquite. This obviously will affect OHV traffic in BLM areas surrounding Mesquite. The City of Mesquite will work with local partners, such as Kokopelli ATV Club, Friends of Gold Butte, and Virgin River Coalition to ensure proper signage on trails, safety education on trails, mapping, trail etiquette, and additional kiosk, making travel in the desert and mountains around Mesquite safer and more enjoyable for all visitors.

- 13. Scope of Work:** Please describe *exactly* what work will be completed. Programs, planning, NEPA, surveys, mapping, include miles of trail, trail type and other quantitative goals including a timeline for completing the work. NAC 490.1375. If purchase of equipment is included, please explain where/how it will be housed and maintained

Type here:

The City of Mesquite proposes to construct a second staging area at a prime egress location near Flat Top Mesa. The staging area will include fencing, lights, restroom facilities, security cameras, and kiosks containing pertinent OHV information; such as OHV safety, trail maps, local and surrounding area amenities, partner information, and much more.

The City of Mesquite also proposes to purchase an excavator and trailer (trail groomer) that will aid in the construction of the proposed staging area and the maintenance of surrounding trails. This equipment will be housed at City facilities and maintained by the City of Mesquite. It is the intent of the City to share this equipment with other groups and organizations like the Kokopelli ATV Club, the BLM, Virgin River Coalition, etc. to ensure trails and staging areas are properly maintained.

**14. Standards/Guidelines that will be applied to your project:**

- ✔ Universal Access to Outdoor Recreation - A Design Guide
- ✔ USFS Standard Specifications for Construction & Maintenance of Trails
  - o BLM Handbook 9114-1 Trails
  - o NOHVCC Handbooks

**15. Has the applicant received funding from the OHV Program in the past?**

☐ No ☒ Yes

Number of projects funded: 1

Amount of funding Received: \$ 75,000

Number of projects Completed: 1

**SECTION II – LOCATION, MAPS, PHOTOS**

**Project Location:**

County: Clark

Nearest Municipality/Town/City: Mesquite

Center of project: Latitude: 36.820749 Longitude: 114.129008

**If the shape-files for the trail system are available, please submit them in the e-file. The shape-files of the trail will be required at project end. Program will assist in the collection of the data if needed.**

**MAPS ARE A VERY IMPORTANT PART OF THE APPLICATION. THEY ARE REQUIRED AND CONSIDERED PART OF THE FINAL AGREEMENT IF FUNDED.**

**Required Maps: for all maps please include a legend, north arrow, scale, and map name.**

**Topographic maps preferred. You may include *additional* aerial/google maps.**

- ☒ General location map (showing project area within the state or county)
- ☒ Detail map indicating specific project elements (e.g., structures, trail alignment)

- Maps larger than 11x17 will not be accepted

**Please attach the following photographs:**

- ☒ *At least two (2) overviews of the project area from different angles and distances. (Good photographs at trail level and google aerials help the scoring committee to understand the location, depth and breadth of your project.)*

**SECTION III - Federal Lands or Other**

## **Federal Environmental Compliance**

**A. If Federal funds or Land are a part of the project and NEPA was completed,** indicate which document was produced, and **please attach the decision document to this application:**

- ☐ Record of Decision (ROD)
- ☐ Finding of No Significant Impact (FONSI)
- ☐ Categorical Exclusion (CX)
- ☐ SHPO 106 compliance/concurrence letter.
- ☐ Other compliance documents already completed. (do not attached the EA or EIS)
- ☒ Not applicable

**If NEPA or planning is a part of the project describe the steps in the Scope Section I, #13.**

## **SECTION IV - BUDGET**

**Proposed Budget:** Provide your budget details to include at a minimum the items in the following table. You may create your own spreadsheet.

- Your budget must align clearly with your scope of work from #13. Be specific, as your application will rate higher.
- Reminder: Include all sources of funds for the completion of the project including federal, in-kind, private/city/county and state funds.
- *Attach copies of estimates to support your budget and identify what each contract will include.*



*"Come for a Day...Stay for a Lifetime"*

## **Athletics & Leisure Services Department**

### **2023 OHV World Champion Way Staging Area Propsoed Budget**

1. Precast Concrete Building/Restroom	\$50,000.00
2. Fencing for Facility W/Cables	\$15,000.00
3. Light Poles and Work to be Completed	\$25,000.00
4. Security Poles/Cameras/Information Kiosk	\$20,000.00
5. Trail Groomer/Mini Excavator W/Thumb	\$75,000.00
6. Heavy Duty Goose Neck Haul Trailer	\$15,000.00
7. Field Density Test/Report	<u>\$ 5,000.00</u>
	<b>\$205,000.00 Total</b>

Some of this work will be completed in house as staff has knowledge and expertise to cut some of these costs.

1. Example the precast building they want \$5000.00 to dig vault site for sanitation and we can do that in house.
2. Light Poles can be set by staff and that can save \$3-4,000.00

- The City of Mesquite is donating In-kind as for land around 4-5 acres.
- The City of Mesquite is donating staffs time and equipment to complete some of this work in House.
- The City of Mesquite will house and maintain the Trail Groomer as for usage by The City of Mesquite, BLM, Clark County, Lincoln County and Kokopelli ATV Club to maintain trails for ATV, Motorcycles, OHV, Biking and Hiking.
- The City of Mesquite will do trainings and education on OHV trails and the importance of safe trails.



## **SECTION V – PRIORITIES AND SCORING NARRATIVE**

Grants will be scored based on answers to the Ten (10) criteria listed below. Each criteria carries a weight determined by the OHV Commission, voted upon during the public meeting on 9/7/2021. Please reference scoring criteria form.

**1. Law Enforcement Strategy that addresses registration enforcement, including Public Education & Outreach aimed at increasing renewals and new registrations:**

This particular project does not address registration enforcement; the intent of this project is to provide a safe location for outdoor enthusiasts, including OHV users, to park their vehicles and trailers while they explore the Nevada and Arizona trails and enjoy trails that are properly groomed to ensure a safe and fun experience for all.

The City of Mesquite Police Department (MPD) hosts weekly OHV VIN Inspections, offsite registration events, and OHV registration patrol. The proposed staging area will have posted information on the MPD registration and inspection events; trail safety information; local and surrounding area amenities, including lodging, fuel, food, etc.

**2. Enhancement or Maintenance of existing trails and facilities:**

The City of Mesquite, with generous funding from Nevada OHV, opened the Riverside OHV Staging Area in January 2022, the first of three staging areas that Mesquite plans to construct. The opening of the proposed World Champion Way Staging Area will provide an additional location for trail users to safely park their vehicles and trailers. The staging area will be equipped with a restroom, security cameras, dumpsters, kiosks, and lighting; the City of Mesquite will maintain the staging area (In-Kind match). The maintenance will include parking lot clean up, regular pumping out of the toilets, ongoing security monitoring, removing trash, and cleaning restrooms, ensuring that the staging area remains clean and safe. Mesquite is committed to not only providing the property for the staging area but will maintain the facility and allow for motorized access to the facility for 25 years or the normal life, whichever is greater.

The World Champion Way Staging Area will be located in NE Mesquite near Flattop Mesa which has a two-panel kiosk containing a Lincoln County OHV map that lists necessary OHV supplies and equipment along with important OHV safety instructions. This kiosk is located on BLM land which is leased by the City of Mesquite. The kiosk, which is now owned by the City of Mesquite was built in cooperation with Kokopelli ATV club and the Clark County BLM with an OHV grant awarded to Kokopelli.

The City of Mesquite continues its partnership with Kokopelli ATV Club, Friends of Gold Butte and Virgin River Coalition to ensure the ongoing maintenance of trail areas in Mesquite, the Virgin River, and surrounding areas. However, the trails surrounding these areas are in need of trail grooming maintenance, which requires a mini excavator and trailer to produce a smooth over-dirt/sand trail surface mechanically. OHV trail grooming helps provide an improved level of access for OHV/ATV riders by providing a smooth trail surface that creates a safe and more enjoyable experience for OHV users of all levels. If awarded funding for a trail groomer, the City of Mesquite, and its partners will maintain and groom trails that expand into an area the size of 200-300 square miles in the southern part of Clark and Lincoln counties. The City of Mesquite will grant the usage of said equipment in

accordance with City policies and procedures and will follow all Nevada laws and procedures.

**3. Training:**

The staging area will contain a kiosk that will have a QR code and information to access the Go Mesquite NV App, which contains a link for OHV Recreation; the link provides OHV operational information; and a link to OHV.NV.GOV, containing area trail information. Along with the Mesquite App, the kiosk will include information about environmental protection, ride and trail etiquette, up-to-date outdoor recreation training offered by the City and local partners, and trail closures.

Aside from OHV use, the staging area will accommodate additional recreational activities, such as Bicycling; Hiking; Hunting; Nature Viewing; Outdoor Learning; Rocks & Minerals (Geo Cashing Site); Scenic Driving; and the promotion of responsible recreation and environmental stewardship.

If awarded funding for the trail groomer, the City of Mesquite will ensure that all equipment operators have been properly certified on the operation and maintenance of OHV trails and grooming equipment. Certification should consist of principles, techniques, procedures, and other pertinent subject matter. Certification guidelines will follow all regulations and laws required to operate this type of equipment.

**4. Trail mapping and signing of existing trails and facilities:**

The City of Mesquite will provide mapping and signage at the staging area in digital and paper form. Our Go Mesquite NV App will be available for all riders to download and the Go Mesquite NV App has a link to OHV Recreation; the OHV link will take the trail users to all trails in the Mesquite area and surrounding areas. The digital form can be downloaded to cell phones or tablets for viewing while on the trail if no internet is available. The staging area kiosk will also reference the Avenza Maps App and website for downloadable maps of trails in the area.

Trail maps will be provided to local businesses such as restaurants, hotels, convenience stores, and service stations. The maps will be on display for all patrons of these establishments.

The City of Mesquite recognizes the importance of providing trail mapping and signing of existing trails and will make every effort to ensure that all trail users are equipped with proper trail mapping prior to leaving the staging area.

**5. Connectivity/Loops:**

The intent of this grant is to add a second OHV staging area within the City of Mesquite. The first staging area, Riverside Road OHV, opened in January 2022, with hundreds of outdoor enthusiasts participating in the ribbon cutting. The Riverside Road staging area is located to the SW of Interstate 15 (I-15) and the proposed second staging area will be located near Flat Top Mesa, NE of I-15. With the addition of a second staging area, trail users will have two safe and secure prime egress areas to begin their travels on the trails that await them. This grant funding will assist Mesquite in its goal to become a nationwide OHV destination for all.

Mesquite continues its efforts to become an OHV destination. The recent passing of a City Ordinance allowing OHV usage on City streets will make it easier for OHV users to access staging areas, parks, trailheads, fuel, food, lodging, etc., while on their OHVs. The City of Mesquite will continue working with the State of Nevada and Clark County to remove OHV restrictions from NV

highways that do not allow OHV travel making it easier for OHVs to access trails from highways and streets.

**6. Planning, Environmental Studies, Conservation:**

The City of Mesquite owns the proposed staging area property on World Champion Way. The City will ensure that an environmental study of the location is completed and all environmental requirements are met before commencing construction of the staging area. Any signage or trail work in this area will be coordinated with the Clark County BLM office. Once construction is completed, the City Of Mesquite will maintain the staging area, ensuring that any resources impacted by OHV recreation use are mitigated immediately.

Funding to construct a second staging area in Mesquite and a trail groomer will assist in establishing sustainable OHV routes and facilities that provide for public safety and limit illegal off-road access to unroaded trails. Educating trail users and maintaining the trails for a safe voyage will assist in controlling the negative effects of OHV activities on threatened and endangered wildlife species, native plants, and riparian habitats. The City of Mesquite is dedicated to working with Clark County, BLM, the State of Nevada, and local partners to ensure that the trails surrounding the City of Mesquite are safe to travel on. Mesquite is home to trails that lead to many destinations in Nevada and Arizona, such as the Grand Canyon, Lake Mead, Hoover Dam, Gold Butte, Valley of Fire, Lost City in Overton, Thirteen Mile Loop, Virgin Peak, and many more.

**7. Access:**

This project will improve OHV access by providing a safe and secure location for trail users to park their vehicles and trailers. There is currently no parking for OHV users in the Flat Top Trail area, making it very difficult for OHV visitors from outside Mesquite to safely and securely park their vehicles near trailheads. This staging area will reduce any negative user interaction and allow a safe and secure location for OHV users to stage from.

The trail groomer equipment will open access to trails that some OHV users currently do not access due to the condition of the trail(s) or trails that are closed due to erosion. The trail grooming management will focus on providing smooth trail surfaces, creating and maintaining firmly compacted/smoothed surface trail base that help withstand heavy traffic and provides extended riding opportunities. Trail managers, staff, and volunteers will provide an appropriate frequency of grooming repetitions, commensurate with area traffic and seasonal patterns, that helps maintain access to hundreds of trails, offering all levels of users an enjoyable riding opportunity throughout the year.

**8. Partnering and Leverage:**

Mesquite continues an ongoing partnership with Kokopelli ATV Club. The City of Mesquite provided land for a kiosk that Kokopelli ATV Club placed off of Flat Top Mesa, near the proposed site. The kiosk provides useful OHV trail and safety information. Mesquite continues to work with Kokopelli ATV Club with OHV events, such as Poker Runs; Jamborees; and other OHV events that currently attract visitors from Nevada and surrounding states.

The City of Mesquite is a member of the Virgin River Coalition, a group of government entities and citizens interested in the preservation and improvement of the Virgin River Watershed. Mesquite has supported the Virgin River Coalition by providing a meeting space for the group over the past five years, an office space within City facilities for the coalition to conduct business out of, and providing the input of numerous City employees. The coalition and its members discuss and implement ways to protect and improve the environment of the watershed while facilitating all types of recreation including OHV use.

The City of Mesquite will use City-owned land for the staging area as leverage for this project; make available equipment needed for construction; provide pay for City employees to assist, as needed, in the construction of the staging area; provide pay for City employees to maintain facilities and grounds of the staging area once completed. The City will continue to make available opportunities for volunteers to help in the maintenance of the facilities and trails in and around Mesquite.

Clark County Assessor's Office Official Description:

Parcel: 00212301009

Owner Name: City of Mesquite

Site Address: World Champion Way

Jurisdiction: Mesquite

Estimated Lot Size – 492.43

The City of Mesquite will ensure that the trail grooming equipment is housed and maintained for the life of the equipment. A physical inventory of the equipment and the inventory will be reconciled with City property records as required by the grant and our policies and procedures. Records of equipment maintenance and trail maintenance will be recorded and available for review as required by the grant.

**9. Economic Integration:**

Nevada has the most public land in the continental United States, lending itself to being a top destination for OHVs. This project will benefit local OHV users not only from improved OHV access and facilities, but also from the boost in tourism. Nearly 1 in every 10 visitors to Mesquite engages with OHV, motorized trail rides. The goal of the City of Mesquite is to become a nationwide OHV destination for recreational tourism. Mesquite, Nevada, is located on the borders of Utah and Arizona, with hundreds of OHV trails available and the proposed staging area is a prime egress location to access these trails.

According to the Bureau of Economic Analysis (BEA) in 2020 outdoor recreation economy accounted for 1.8 percent (\$374.3 billion) of current-dollar gross domestic product (GDP) for the nation. Nevada's GDP accounted for 2.3 percent (\$4.0 billion); creating 49,501 jobs in the state of Nevada with employee compensation totaling \$2.2 billion. In 2021 BEA highlighted the powerful and positive economic impact the outdoor recreation sector has on Nevada's economy, stating that outdoor recreation sector added \$4.9 billion to Nevada's economy, up from 2020, and the number of recreation sector providing good-paying jobs increased to 50,563. BEA also noted that Nevada saw a significant year-over-year growth in RVing, motorcycling, ATVing, OHVing, climbing, hiking, and camping in 2021. As shown with the BEA figures, the investments made to local and regional parks creates a positive economic impact; not only does outdoor recreation create a positive economic impact, but it also raises the standard of living within our cities, towns, and neighborhoods.

Americans across the country took to the outdoors in search of respite from the COVID-19 pandemic, according to the Outdoor Industry Association (OIA). OIA revealed that in 2020, 53 percent of Americans age 6 and over participated in outdoor recreation at least once, the highest participation rate on record. The same report noted that 7.1 million more Americans participated in outdoor recreation in 2020 than in the year prior. These statistics show the need for increased outdoor recreation nationwide. Mesquite's location is ideal for becoming one of the nation's top OHV destinations, with trails leading to popular destinations, such as the Grand Canyon, Lake Mead, Gold Butte, Valley of Fire, and many more. The increase in OHV recreation within the City will generate revenue for the City, State, and local businesses creating a positive economic impact.

#### **10. Demand for New Facilities:**

The proposed OHV system in Mesquite could be one of the best in Nevada as we are situated on the border of Arizona and Nevada off Interstate 15. There are hundreds of OHV trails that can be accessed from the City of Mesquite. The OHV system is comprised of designated routes and trails primarily in the Arizona strip, Lincoln County, and Gold Butte Nevada. Roads are open to OHV vehicles, including sports utility and 4-wheel drive vehicles. However, some roads are primarily 4x4 routes and are marked as such. The OHV system offers a wide range of experience levels, including novice, intermediate, and expert, and are rated and signed as easiest, more difficult, and most difficult.

The proposed project will offer a safe and secure location for all OHV trail users to park their vehicles and trailers while they explore the trails.

As Nevada becomes an increasingly popular outdoor recreation destination, and demand for OHV recreation opportunities continues to rise, it is an important economic policy and public lands policy to support the City of Mesquite's efforts in improving OHV access, trails, and use while also promoting responsible recreation.

If awarded, we will create a second staging area providing a safe location for trail users to park their vehicles and trailers. The staging area will offer a prime egress location, restrooms, running water, security cameras, and trail information crucial for all outdoor enthusiasts. The trail groomer will provide much-needed maintenance to trails for all to enjoy safely.

A well-designed OHV staging area and trail maintenance are important features that can support equal access and responsible use of the public lands in and around Mesquite. Further, the staging areas, along with the trail groomer, can help eliminate unplanned staging in outlying areas, which can cause ecological harm through damage to plants, wildlife, and habitat while creating an unsafe and unpleasant experience for recreation enthusiasts.



City of Mesquite  
10 East Mesquite Boulevard  
Mesquite, Nevada 89027  
(702) 346-5295

December 13, 2022

Nevada Off-Highway Vehicles Program  
Department of Conservation and Natural Resources  
901 S. Stewart Street, Suite 1003  
Carson City, Nevada 89701

RE: World Champion Way OHV Staging Area

Dear Commissioner's:

The above stated off-highway project has my approval as of December 13, 2022.

I have read the Request for Grant Application package and attachments, I agree with the application and the terms of the grant. I am committed to maintaining the facility and will allow for motorized access to those facilities for 25 years or the normal life of the project, whichever is greater. I agree to provide any match or other tasks in the application that are assigned to me.

I hold interest in the subject land that is sufficient in scope and authority to allow the applicant to complete the proposed project and operate and maintain the proposed project after its completion, as City Manager of Mesquite.

The project is located on City owned land and is in conformance with the appropriate land management permits, licenses, clearances, and Federal environmental analyses documentation necessary to comply with local, state and/or federal laws specifically, NRS 490.069.

If you have any questions or concerns, please contact me at (702) 346-5295 or by email at [pjankowski@mesquitenv.gov](mailto:pjankowski@mesquitenv.gov).

Sincerely,

Peter Jankowski  
City Manager, City of Mesquite





- Information Kiosk
- Lighting
- Concrete Restrooms
- Picnic Table
- Trash Receptacle
- Asphalt
- Pylon Cable Fence

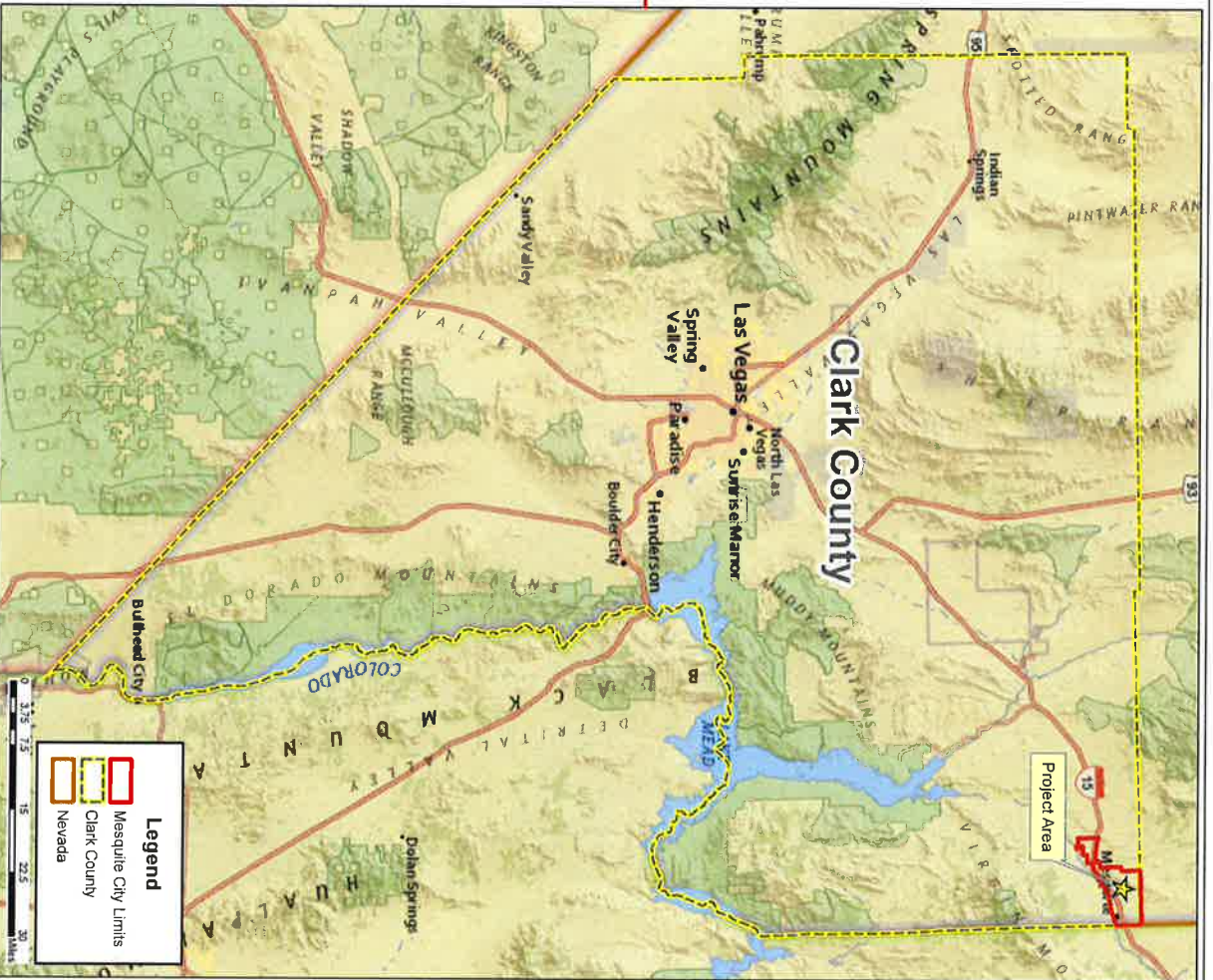
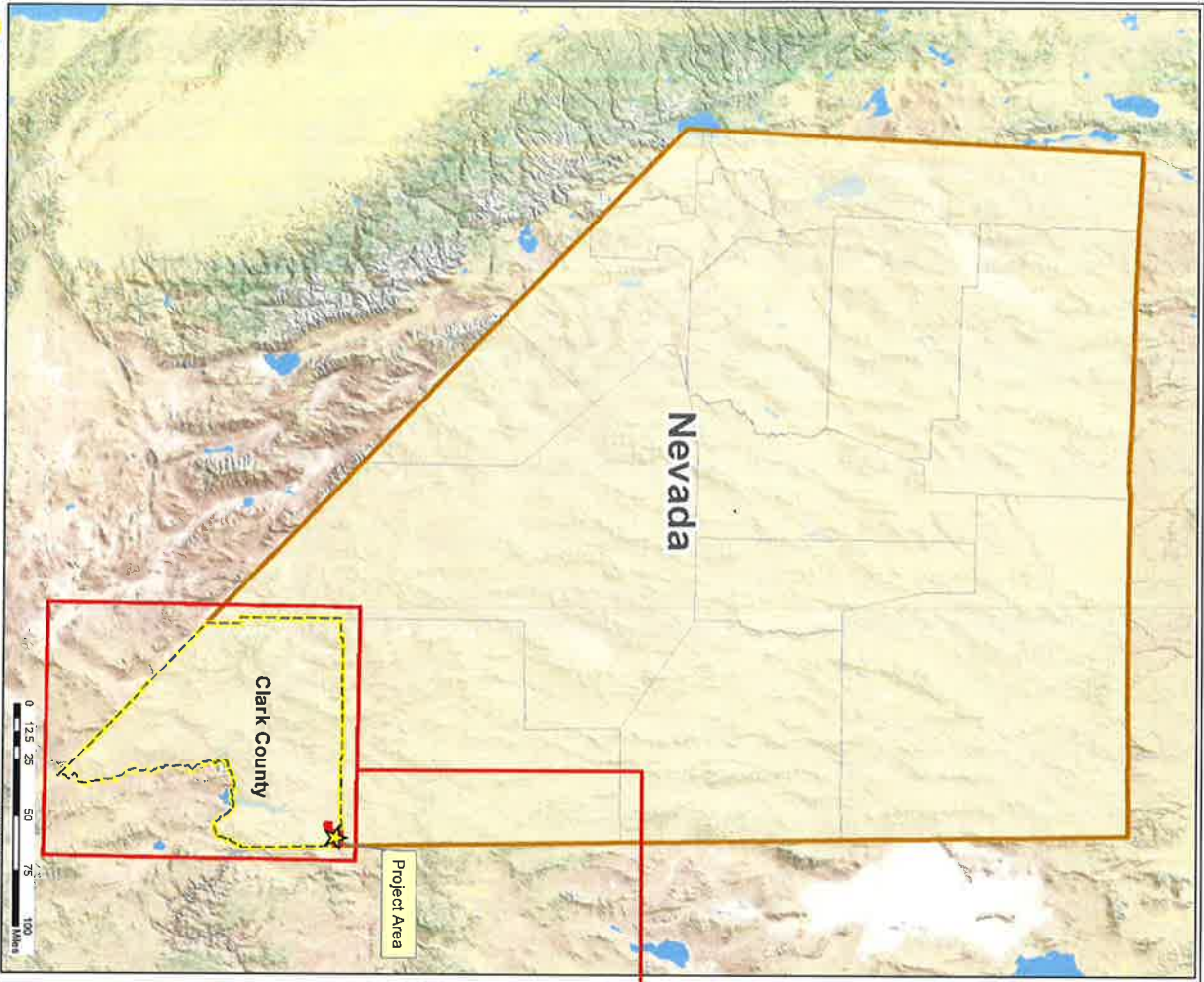
Mesquite North OHV Staging Area: Detail Map











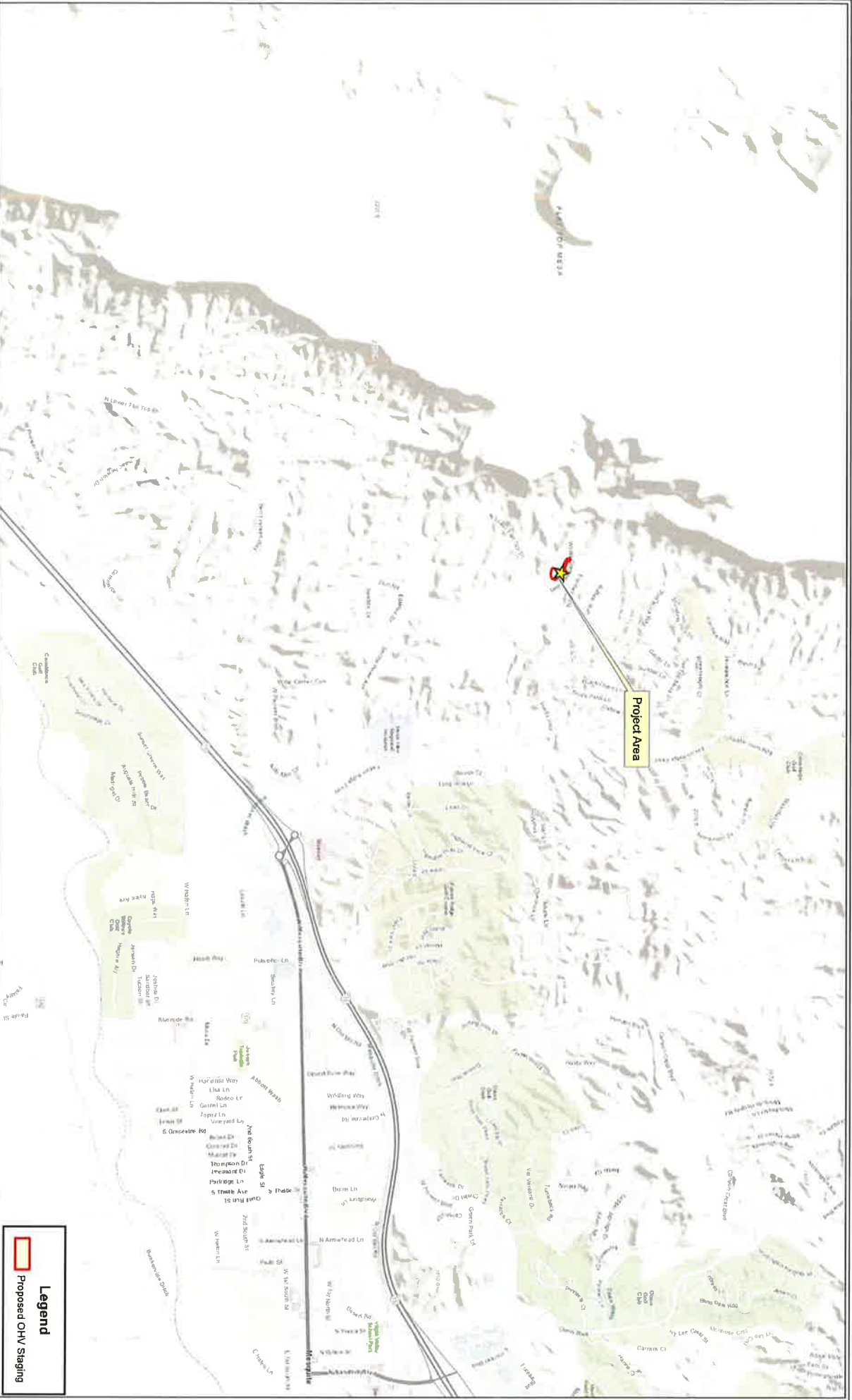
Proposed OHV North Staging Area: General Location Map  
 Township: 13 Range: 70 Section: 12



**Proposed OHV North Staging Area: General Location Map**  
 Township: 13 Range: 70 Section: 12



**1:24,000**



**Legend**

Proposed OHV Staging





The MAPS and DATA are provided without warranty of any kind, expressed or implied.  
Date Created: 12/02/2022

### Property Information

**Parcel:** 00212301009  
**Owner Name(s):** CITY OF MESQUITE  
**Site Address:**  
**Jurisdiction:** Mesquite - null  
**Zoning Classification:** Planned Unit Development (PUD)  
**Planned Landuse:** Incorporated Clark County (INCORP)

### Misc Information

**Subdivision Name:** PARCEL MAP FILE 122 PAGE 007  
**Lot Block:** Lot:1-1 Block:  
**Sale Date:** Not Available  
**Sale Price:** Not Available  
**Recorded Doc Number:** 20030507 00001426  
**Flight Date:** 2022-09-24

**Construction Year:**  
**T-R-S:** 13-70-12  
**Census tract:** 5904  
**Estimated Lot Size:** 492.43

### Elected Officials

**Commission:** B - Marilyn Kirkpatrick (D)  
**US Senate:** Jacky Rosen, Catherine Cortez-Masto  
**State Senate:** 20 - Keith Pickard (R)  
**School District:** B - Katie Williams  
**Board of Education:** 4 - Rene Cantu

**City Ward:**  
**US Congress:** 4 - Steven A. Horsford (D)  
**State Assembly:** 19 - Ann Black (R)  
**University Regent:** 8 - Cathy McAdoo  
**Minor Civil Division:** Mesquite



The MAPS and DATA are provided without warranty of any kind, expressed or implied.  
Date Created: 12/12/2022

### Property Information

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### Misc Information

**Subdivision Name:** PARCEL MAP FILE 122 PAGE 007  
**Lot Block:** Lot:1-1 Block:  
**Sale Date:** Not Available  
**Sale Price:** Not Available  
**Recorded Doc Number:** 20030507 00001426  
**Flight Date:** 2022-09-24

**Construction Year:**  
**T-R-S:** 13-70-12  
**Census tract:** 5904  
**Estimated Lot Size:** 492.43

### Elected Officials

**Commission:** B - Marilyn Kirkpatrick (D)  
**US Senate:** Jacky Rosen, Catherine Cortez-Masto  
**State Senate:** 20 - Keith Pickard (R)  
**School District:** B - Katie Williams  
**Board of Education:** 4 - Rene Cantu

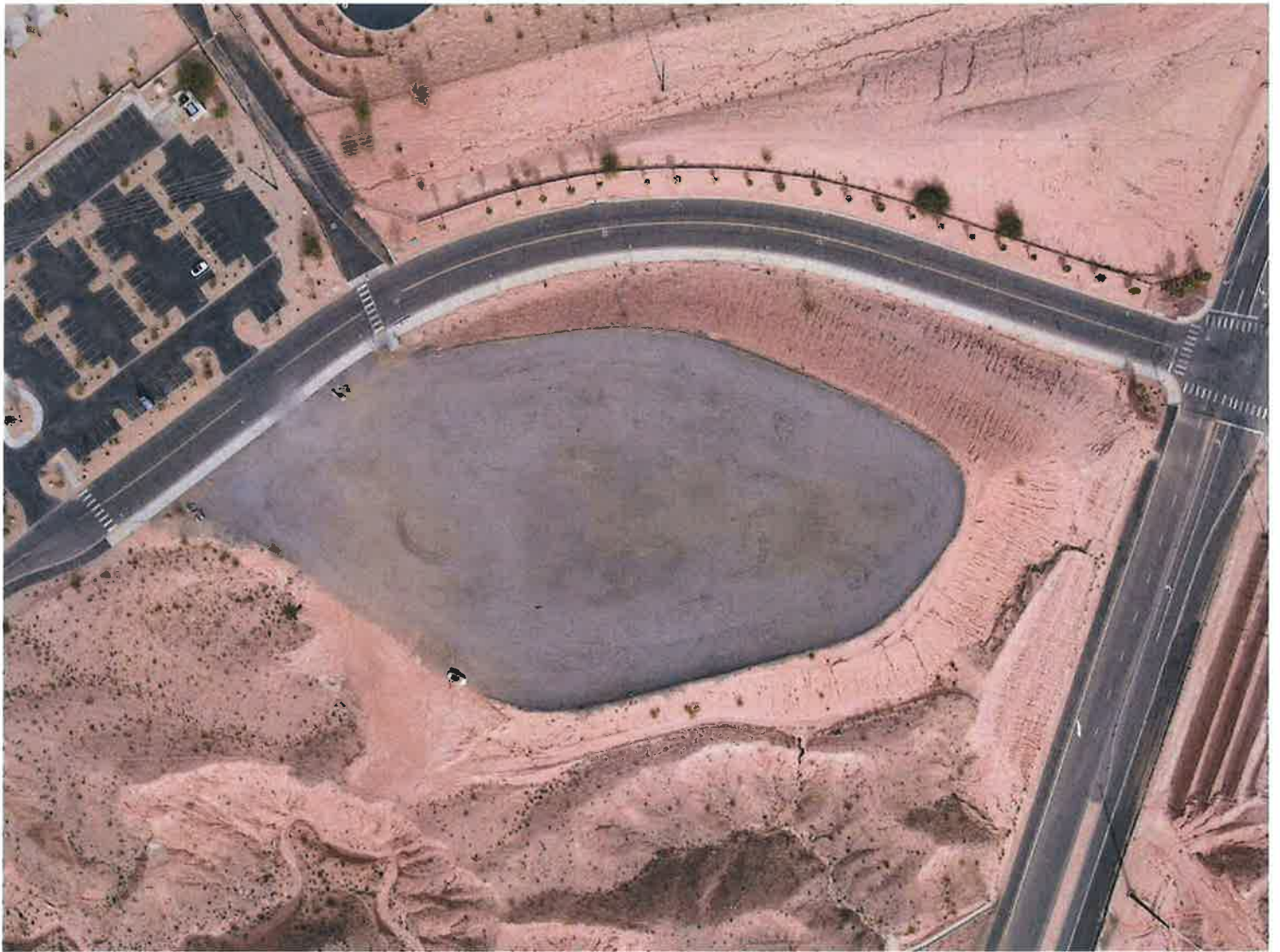
**City Ward:**  
**US Congress:** 4 - Steven A. Horsford (D)  
**State Assembly:** 19 - Ann Black (R)  
**University Regent:** 8 - Cathy McAdoo  
**Minor Civil Division:** Mesquite



























## Briana Johnson, Assessor

[Assessor Map](#)
[Aerial View](#)
[Building Sketch](#)
[Ownership History](#)
[Neighborhood Sales](#)
[New Search](#)

### GENERAL INFORMATION

<a href="#">PARCEL NO.</a>	002-12-301-009
<a href="#">OWNER AND MAILING ADDRESS</a>	CITY OF MESQUITE 10 E MESQUITE BLVD MESQUITE NV 89027-4706
<a href="#">LOCATION ADDRESS</a>	MESQUITE
<a href="#">CITY/UNINCORPORATED TOWN</a>	
<a href="#">ASSESSOR DESCRIPTION</a>	<a href="#">PARCEL MAP FILE 122 PAGE 7</a> LOT 1-1
RECORDED DOCUMENT NO.	* <a href="#">20030507:01426</a>
RECORDED DATE	MAY 7 2003
VESTING	NS
COMMENTS	

\*Note: Only documents from September 15, 1999 through present are available for viewing.

### ASSESSMENT INFORMATION AND VALUE EXCLUDED FROM PARTIAL ABATEMENT

<a href="#">TAX DISTRICT</a>	901
APPRAISAL YEAR	2022
FISCAL YEAR	2023-24
<a href="#">SUPPLEMENTAL IMPROVEMENT VALUE</a>	0
<a href="#">INCREMENTAL LAND</a>	0
<a href="#">INCREMENTAL IMPROVEMENTS</a>	0

### REAL PROPERTY ASSESSED VALUE

FISCAL YEAR	2022-23	2023-24
LAND	2068206	2068206
IMPROVEMENTS	0	0
PERSONAL PROPERTY	0	0
EXEMPT	2068206	2068206
GROSS ASSESSED (SUBTOTAL)	2,068,206	2,068,206
TAXABLE LAND + IMP (SUBTOTAL)	5,909,160	5,909,160
COMMON ELEMENT ALLOCATION ASSESSED	0	0
TOTAL ASSESSED VALUE	2,068,206	2,068,206
TOTAL TAXABLE VALUE	5,909,160	5,909,160

[Click here for Treasurer Information regarding real property taxes.](#)

[Click here for Flood Control Information.](#)

### ESTIMATED LOT SIZE AND APPRAISAL INFORMATION

ESTIMATED SIZE	492.43 ACRES
ORIGINAL CONST. YEAR	0
LAST SALE PRICE MONTH/YEAR	
<a href="#">SALE TYPE</a>	
LAND USE	16.000 - VACANT - MIXED ZONING
DWELLING UNITS	0

## PRIMARY RESIDENTIAL STRUCTURE

1ST FLOOR SQ. FT.		CASITA SQ. FT.		ADDN/CONV	
2ND FLOOR SQ. FT.		CARPORT SQ. FT.		POOL	NO
3RD FLOOR SQ. FT.		STYLE		SPA	NO
UNFINISHED BASEMENT SQ. FT.	0	BEDROOMS	0	TYPE OF CONSTRUCTION	
FINISHED BASEMENT SQ. FT.	0	BATHROOMS	0	ROOF TYPE	
BASEMENT GARAGE SQ. FT.	0	FIREPLACE		0	
TOTAL GARAGE SQ. FT.	0				

## ASSESSOR MAP VIEWING GUIDELINES

## MAP

[002123](#)

In order to view the Assessor map you must have Adobe Reader installed on your computer system.

If you do not have the Reader it can be downloaded from the Adobe site by clicking the following button. Once you have downloaded and installed the Reader from the Adobe site, it is not necessary to perform the download a second time to access the maps.



**Note:** This record is for assessment use only. No liability is assumed as to the accuracy of the data delineated hereon.



December 5, 2022

TO                Nick Montoya  
                     Director, Athletics and Leisure Services Department, City of Mesquite

The Kokopelli ATV Club of Mesquite, Nevada supports the grant application by the City of Mesquite to the Nevada OHV Commission for the construction of OHV staging areas in and around Mesquite, Nevada.

Our club has worked cooperatively with city, county and BLM representatives to put OHV signage in Lincoln and Clark Counties. The City of Mesquite has supported our efforts by providing space on their property near Flattop Mesa for an informational kiosk. This kiosk includes a regional map, safety tips and environmental protection alerts.

The City of Mesquite recognizes OHV recreation as a growing opportunity for economic development for the City and its businesses. By implementing this grant and other activities, they are striving to become a destination for OHV recreation to **Nevada** and its surrounding states. In order to do that, they must provide staging areas and other competitive benefits that make it easy for OHV visitors to travel throughout the City and have safe and secure places to park their towing vehicles and trailers while they ride in the outlying BLM areas.

The Kokopelli ATV Club and its members strongly encourage the Nevada OHV Commission to give positive consideration of this grant application so that Mesquite, Nevada can become a premier OHV destination in this part of the state.

Sincerely,

Dominic Oliveto

President, Kokopelli ATV Club





**CITY COUNCIL MEMBER**

George Gault  
10 East Mesquite Boulevard  
Mesquite, Nevada 89027  
GGaulti@mesquitenv.gov  
(702) 346-5295 / Fax: (702) 346-2795

December 2, 2022

Mr. Nick Montoya, Director  
Mesquite Department of Athletics and Leisure Services  
100 E. Old Mill Rd.  
Mesquite, NV 89027

Dear Nick,

As you know, the City Council has just approved changes to City ordinances regarding OHV's on city streets in an effort to enhance the experience of our visitors and make it easier for out of town riders to find trailheads and needed services such as fuel and food. From what I have seen, the South OHV Staging Area has been a real success. It's near the entrance to the Gold Butte National Monument with more than 500 miles of roads and trails and provides much more security for trucks and trailers than trailering out in the desert and leaving a rig parked for the duration of a ride. In fact, I was with a group last weekend riding out White Rock Road and we passed by a large RV that has literally been trashed-windows broken, the inside torn up, etc. And, there is a pick-up truck nearby that has a smashed windshield and no tires.

Several years ago, the City Council had a goal setting workshop and established increasing outdoor recreation as the number one goal for the City. It appears that we're having some success and also benefiting from a larger trend of increased tourism and outdoor recreation in the state. The related programs that you have implemented are creating complimentary responses. For example, the Go Mesquite Nevada phone app is providing information for potential visitors as are the public media and other marketing programs that you have started. New partnerships with the Kokopelli ATV Club and the Virgin River Coalition are also increasing our exposure as a place to come and spend time outdoors. New signage posted by the Kokopelli ATV Club and the OHV Commission has made for more confident and pleasurable riding in the desert.

All of the above is to say that I really support the idea of a second, northern OHV Staging Area at 1635 World Champion Way. There are an increasing number of riders who now head north to explore rather than south, and a second staging area will provide all the same benefits of security and create a launching pad for exploring the outdoors.

Please let me know if there is anything I can do to more directly support your work and this application.

Sincerely,

George H. Gault, Councilman  
Mesquite City Council





December 2, 2022

Nicholas Montoya  
Director, Athletics and Leisure Services Department  
City of Mesquite

Dear Mr. Montoya:

Get Outdoors Nevada is happy to support the City of Mesquite for this grant request to implement an OHV staging area at 1635 World Champion Way in Mesquite. We appreciate that the City of Mesquite is working to improve services and amenities that increase access to public lands and encourage responsible outdoor recreation, including the addition of new parks, trails and staging areas for Off Highway Vehicle (OHV) recreation.

We support the City of Mesquite in your aim to become a premier OHV destination for Nevadans and for visitors, alike. We agree that well-designed OHV staging areas are an important feature which can support equal access and responsible use of the public lands in and around Mesquite. Further, these staging areas can help eliminate the use of unplanned staging in outlying areas which can cause ecological harm through damage to plants, wildlife and habitat, while also creating an unsafe and unpleasant experience for recreators. We are pleased that the City of Mesquite is pursuing this grant and we look forward to supporting this work through our partnership.

If you have any questions about our support for this proposal, please contact me at your convenience.

Thank you,

Rachel Bergren  
Executive Director



## Athletics & Leisure Services Department

*"Come for a Day...Stay for a Lifetime"*

To: Nevada OHV Commissioners

From: Nicholas F. Montoya, Department Director

Date: December 9, 2022

Re: Trail Groomer Letter of Intent

Pages: 4

### Nevada Department of Conservation & Natural Resources

Nevada Off-Highway Vehicle Program

Attn: Nikhil Narkhede, Program Manager

To Whom It May Concern,

I am most pleased to write a letter of Intent for Designing/Constructing Recreational Facilities, Campsites, or Trails. **Nevada has the most public land in the continental United States**, lending itself to being a top destination for OHVs. This project will benefit local OHV users not only from improved OHV access and facilities but also from the boost in tourism. Nearly 1 in every 10 visitors to Mesquite engages with OHV, motorized trail rides. According to a 2019 outdoor recreation economic impact study by the Outdoor Industry Association (OIA), visitors who engage in outdoor recreation spend approximately \$887 billion in local economies across the country.

The U.S. Department of Commerce's Bureau of Economic Analysis (BEA) has released economic data for 2021 highlighting the powerful and positive economic impact the outdoor recreation sector has on Nevada's economy and the U.S. economy overall. Nevada's booming outdoor recreation sector has grown tremendously over the past year, as highlighted by the following key findings from the BEA Report:

- The outdoor recreation sector added \$4.9 billion to Nevada's economy
- The outdoor recreation sector provides 50,563 good-paying jobs, representing 3.6% of employment statewide
- Nevada saw a significant year-over-year growth in RVing, Motorcycling, ATVing, OHVing, Climbing, Hiking and Camping in 2021.

At a national level, the new economic data show outdoor recreation generates \$454 billion in economic output, comprises 3% of all U.S. employment, and creates 4.5 million jobs. This is the fifth consecutive year BEA has released government data on this critical industry sector. The report shows how the outdoor industry, which played a vital economic and social role throughout the pandemic, has since sustained remarkable growth and continued to bolster local economies. The outdoor recreation economy came back stronger than ever amid the COVID-19 pandemic and remains a steady source of strength nationally and a booming job creator locally.

*"Leisure enrichment for life - the benefits are endless"*

### City of Mesquite Athletics & Leisure Services Department

100 West Old Mill Rd. – Mesquite, Nevada 89027 – Phone: (702) 346-8732 – Fax: (702) 346-8678

Facebook: [www.facebook.com/MesquiteNVRecreation](https://www.facebook.com/MesquiteNVRecreation) Tour Mesquite App: <http://tour.mesquitenv.gov>



## **Athletics & Leisure Services Department**

*"Come for a Day...Stay for a Lifetime"*

As Nevada becomes an increasingly popular outdoor recreation destination, and demand for OHV recreation opportunities continues to rise, it is an important economic policy and public lands policy to support the City of Mesquite's efforts in improving OHV access, trails and use while also promoting responsible recreation.

We will create safe trails areas for OHV (off-highway vehicles) towing vehicles and trailers at a prime egress points to trails in Nevada. The Trail Maintenance Machine/Groomer we are asking for will help in the aspects of creating safe trails and easy riding for all to participate in. Which may include OHV's, Motorcycles, ATV's possibly bikes and also good for hiking and trail running. Many activities, materials and training for youth at the staging areas will be available.

The return on investment will be considerable for various organizations and businesses in and around the City of Mesquite, Lincoln and Clark County will stimulate large groups to visit Mesquite and other areas for OHV Jamborees, events; etc. OHV use is growing at a very rapid pace. It should be understood that OHV includes dirt bikes, ATVs, UTV's (commonly known as side by sides), jeeps, four-wheel-drive high clearance vehicles, and pickups.

### **Deliver Core Services**

- Providing excellent activities and venues to grow healthy and socially engaged citizens and visitors.
- Encouraging sportsmanship, physical fitness and sports knowledge, social activities, skills & training.
- Programming participation includes a variety of ages, skill levels and disability types.
- Safe trails for all level of riders for all to take part in.

### **Enhance Public Trust**

- Emulating best practices (services & venues) to provide highest quality experience for citizens and visitors to the community.
- Generating relationships among businesses and outside governmental agencies.
- Working with BLM, Conserve Nevada, Division of Forestry, Travel Nevada, Nevada OHV and other organizations for example Kokopelli ATV Club and the Virgin Valley Jeep Club in Mesquite, Nevada with over 500 members strong.

These are few things that we are working on for our future goals to accomplish with in the community and of course with our visitors/tourist to our wonderful community! The City of Mesquite is already partnering with the Kokopelli ATV Club and the Virgin Valley Jeep Club's on their grants by providing a place for the kiosk next to Flattop Mesa. The City is a member of the Virgin River Coalition which is a group of government entities and citizens interested in the preservation, conservation and improvement of the Virgin River watershed and recreation areas in Mesquite and surrounding areas.

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## **Athletics & Leisure Services Department**

*"Come for a Day...Stay for a Lifetime"*

These goals and accomplishments that are in bold are additional to the ones already stated, we are always working to accomplish more within the community and of course with our visitors/tourist to our wonderful community and surrounding areas.

- **Improve operational efficiency.**
- **Welcome Visitors & Tourists**
- **Community Engagement with clubs and organizations.**
- **Volunteer services of seasonal and/or non-permanent staff hired specifically for the project.**
- **Protect property investment.**
- **Lower risk and liability.**
- **Construction, reconstruction, and maintenance work on trails.**
- **Construction of bridges, railings, ramps, fences, and retaining structures.**
- **Trail building tools and Personal Protective Equipment.**
- **Equipment for grooming of trails.**
- **Trailhead development including parking lots, signs, restrooms and related facilities.**
- **Oversee contractor volunteer and employee performances.**
- **Youth programs and youth-oriented projects, specific to the criteria of the funding.**
- **Public Education, safety and user information programs.**
- **OHV registration law enforcement and outreach/education salaries, materials and equipment.**
- **Continually track usage of and budget with notification of atypical use.**
- **Trail planning and Environmental reviews including NEPA, feasibility and trail use studies.**
- **Trail management plans, analysis of existing and proposed trails, mapping, trail and facility inventory.**
- **Map publication and public distribution of maps.**
- **Experience a compelling ROI to the community when exploring technology options and refurbishing equipment.**

### **BEST MANAGEMENT PRACTICES FOR OHV TRAIL GROOMING**

OHV trail grooming most commonly involves using a tracked groomer to pull a drag which has cutting blades and a smoothing pan to mechanically produce a smooth over-dirt/sand trail surface. In some areas, OHV or two track trail grooming may also be performed with a Dozer or front blade CAT/Mini Excavator with a thumb to pick and remove rocks. Groomed OHV trails create a more enjoyable experience for OHV's, Bikes or Motorcycles and help extend riding opportunities. The firmly compacted trail base created by grooming also helps trails withstand heavy OHV traffic. Trail grooming has changed significantly since initial trails and grooming programs were established decades ago. OHV recreation and tourism has grown, bringing higher user expectations and requirements. At the same time trail grooming equipment and operating costs have also increased dramatically compared to costs in previous decades.

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## Athletics & Leisure Services Department

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Consequently grooming management in today's operating atmosphere requires more adaptive approaches to be most responsive to increased needs, expectations, and costs. OHV trail grooming ranks as one of the most expensive types of recreational trail maintenance since it generally requires frequent restoration of the trail surface on a daily to weekly basis on the riding of the amount of new machines and apparatus that are using many trails in Nevada. Grooming efforts must be closely managed since trail conditions are heavily effected by weather conditions that can be wide ranging and include varying sand depths, flooding, winds, freeze-thaw cycles, and sometimes washouts from rainfall. Trail terrain, varying traffic volumes, and differing local use patterns all combine with those variant weather conditions to compel flexible and adaptive management decisions if grooming efforts are to be effective. We are looking for funding for new staging area along with a Mini excavator for Mesquite to help construct the OHV staging area and maintain existing trails in the area and if we can address all of the issues of the amount of usage in OHV riding and tourism in the area.

In stating the before mentioned best practices we are looking for your support for The City of Mesquite to become a premier OHV destination for Nevadans and for visitors, alike. We agree that well-designed OHV staging areas and trail maintenance is an important feature which can support equal access and responsible use of the public lands in and around Mesquite. Further, these staging areas along with the trail groomer can help eliminate the use of unplanned staging in outlying areas which can cause ecological harm through damage to plants, wildlife and habitat, while also creating an unsafe and unpleasant experience for recreation enthusiasts. We are pleased that you are looking at this grant proposal for the north site staging area and the trail groomer for maintenance and we look forward to working with you and your organization through our continued partnership.

As Mesquite, Nevada becomes an increasingly popular outdoor recreation destination, and demand for OHV recreation opportunities continues to rise, it is an important economic policy and public lands policy to support the our efforts in improving OHV access and use while also promoting responsible outdoor recreation. The City of Mesquite works with many government entities and citizens interested in the preservation, conservation and improvement of the outdoor recreation areas. Thank you for your time and consideration in this process.

Sincerely,

Nicholas F. Montoya, Director  
City of Mesquite  
Athletics & Leisure Services

CC; File, CH

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## Athletics & Leisure Services Department

### MEMO

To: Nevada OHV Grant Committee  
From: Nicholas F. Montoya, Department Director  
Date: 00:17  
Re: Grant Justification December 2022

Pages: 6

To Whom It May Concern,

As public-serving entities, our Department is looking at many new ideas to generate recreation and tourism and is looking at the following to be better stewards of our community for Mesquite Vision into the future...

- | ● <b>Integrity</b>  | <b>Trustworthy</b> | <b>Compassionate</b> |
|---|--------------------|----------------------|
| <ul style="list-style-type: none"><li>● <i>Improve operational efficiency.</i></li><li>● <i>Welcome Visitors &amp; Tourists</i></li><li>● <i>Community Engagement.</i></li><li>● <i>Protect property investment.</i></li><li>● <i>Lower risk and liability.</i></li><li>● <i>Make measurable progress toward sustainability goals.</i></li><li>● <i>Oversee contractor volunteer and employee performances.</i></li><li>● <i>Continually track usage of and budget with notification of atypical use.</i></li><li>● <i>Experience a compelling ROI to the community when exploring technology options and refurbishing equipment.</i></li></ul> |                    |                      |

### BEST MANAGEMENT PRACTICES FOR OHV TRAIL GROOMING

#### INTRODUCTION:

OHV trail grooming most commonly involves using a tracked groomer to pull a drag which has cutting blades and a smoothing pan to mechanically produce a smooth over-dirt/sand trail surface. In some areas, OHV or two track trail grooming may also be performed with a Dozer or front blade CAT. Groomed OHV trails create a more enjoyable experience for OHV's, Bikes or Motorcycles and help extend riding opportunities. The firmly compacted trail base created by grooming also helps trails withstand heavy OHV traffic. Trail grooming has changed significantly since initial trails and grooming programs were established decades ago. OHV recreation and tourism has grown, bringing higher user expectations and requirements. At the same time trail grooming equipment and operating costs have also increased dramatically compared to costs in previous decades. Consequently grooming management in today's operating atmosphere requires more adaptive approaches to be most responsive to increased needs, expectations, and costs. OHV trail grooming ranks as one of the most expensive types of recreational trail maintenance

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## **Athletics & Leisure Services Department**

since it generally requires frequent restoration of the trail surface on a daily to weekly basis on the riding of the amount of new machines and apparatus that are using many trails in Nevada. Grooming efforts must be closely managed since trail conditions are heavily effected by weather conditions that can be wide ranging and include varying sand depths, flooding, winds, freeze-thaw cycles, and sometimes washouts from rainfall. Trail terrain, varying traffic volumes, and differing local use patterns all combine with those variant weather conditions to compel flexible and adaptive management decisions if grooming efforts are to be effective. We are looking for funding for new staging area along with a Mini excavator for Mesquite to help construct the OHV staging area and maintain existing trails in the area and if we can address all of the issues of the amount of usage in OHV riding and tourism in the area.

### **Property Management—Inventory and Maintenance of Equipment:**

The City of Mesquite will take a physical inventory of the equipment, and the inventory must be reconciled with the property records at least once every two years as we do in accordance with our policies and procedures.

- The inventory reconciliation will include verification of the existence, current utilization, and the continued need for the item.
- The City of Mesquite does and implements maintenance procedures to keep their equipment/property in good condition.
- The City of Mesquite does have in place to prevent loss, damage, and theft. Any damage, loss or theft should be immediately and thoroughly investigated and documented.
- Any and all documentation acquired should be part of the official project records.
- Equipment or real property purchase, or items improved using awards funds, will have equivalent insurance coverage under the City of Mesquite.
- The City of Mesquite insurance carrier is responsible for replacing or repairing property/equipment that was accidentally, deliberately or carelessly damaged, lost, stolen, or destroyed.

**RECORDS AND MAINTENANCE:** To maintain accurate records on property and equipment purchased using federal or state funds, the records should include the following:

- Description of the property/equipment (include make and model)
- Manufacturer's serial number or other identification number
- Source of the property, including the federal/state grant number.
- Who holds title?
- Acquisition date.
- Cost of the equipment.
- Percentage of federal/state participation in the project costs for the relevant award.
- Location of the property.
- Use and condition of the property.
- Disposition data, including the date of disposal and sale price.

It is important to note that grantees must retain records for equipment and real property for a period of three years from the date of final disposition.

### **PROPER RECORDKEEPING:**

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## **Athletics & Leisure Services Department**

Good recordkeeping is extremely important to the management of a successful grooming program. Grooming managers/staff need to have a good grasp on past efforts to properly understand the full context of where they're at today as well as where their program needs to be heading in the future.

1. Detailed recordkeeping should start immediately upon the acquisition of every piece of grooming equipment and follow through until its final trade or disposition.
2. Detailed monthly logs that track daily use should be kept for every piece of equipment outlining date of use, begin and end times, total daily use hours and miles groomed, fuel consumption, and all maintenance and repair details (what was done) including the cost of all fluids, parts and other materials. Any data not captured by dependable electronic tracking systems should be kept manually.
3. Detailed records of use, off use storage, maintenance and operating costs for each individual groomer should be compiled into monthly reports that are then summarized into annual area summary reports that provide a complete picture of area grooming efforts and costs. Area summaries should then be used to help assess overall grooming practices, efficiency, and effectiveness, as well as to consider future scheduling and budget adjustments.
4. Detailed inventory, use, maintenance, storage, and cost records should also be kept for all grooming machines since they are subjected to heavy use and are central to successful, top quality grooming programs. All records should be kept on file for the life of the unit. If a unit is transferred to another area, all prior use records should be transferred with the unit to the new user.
5. Detailed daily/monthly use logs could be discarded once a unit is disposed of by the local grooming program, but it's suggested that all monthly and annual use summaries be retained for at least ten years to aid grooming efficiency assessment and budgeting exercises.

### **USE OF EQUIPMENT:**

The City of Mesquite and its partner's state agencies and established OHV groups will grant the usage of said equipment in accordance with City of Mesquite policies and procedures program and will follow state laws and procedures.

### **SCOPE OF WORK:**

This grant will support the purchase of a Mini Excavator and trailer. This excavator is needed to groom and maintain trails that expand into an area the size of possible 200 – 300 square miles of riding trails in the southern part of Lincoln and Clark County, Nevada. The data (pictures, volunteer, staff and machine hours collected) in the first 3 years of this grant will be passed along to the Grant Committee to show the amount of usage and work being completed for this project and trail maintenance.

### **OVERALL TRAIL GROOMING OBJECTIVES:**

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---

### **City of Mesquite Athletics & Leisure Services Department**

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## **Athletics & Leisure Services Department**

OHV trail grooming helps provide an improved level of access for OHV/ATV riders. But if done poorly or inconsistently, it can create safety issues for OHV/ATV riders. Trail grooming management should focus upon three primary objectives.

1. Providing a smooth trail surface that creates a more enjoyable experience for OHV/ATV's.
2. Creating and maintaining a firmly compacted/smoothed surface trail base that helps withstand heavy OHV/ATV traffic and provides extended riding opportunities.
3. Trail managers, staff and volunteers must provide an appropriate level of grooming repetitions that initially establishes a firm trail base in a timely manner at times of needed maintenance and then provides an appropriate frequency of grooming repetitions, commensurate with area traffic and seasonal patterns, that helps maintain enjoyable riding opportunities throughout the year.

### **RECOMMENDATIONS for GROOMER OPERATOR CERTIFICATION:**

The Purpose of this recommendation that groomer operators be certified to help ensure the proper operation and maintenance of OHV/ATV/MOTORCYCLE trails and grooming equipment, there needs to be a personal accountability in the training and certification for the individual that is willing to volunteer their time, effort to work with the City of Mesquite and other groups on projects. Certification should consist of a combination of training and testing to help ensure equipment operators understand correct grooming principals, techniques, procedures and other pertinent subject matter.

Certification can also help ensure that the expenditure of grooming in the future results in smooth trails that are safe and hold up to OHV traffic as long as possible.

- **Who Should Be Certified?** While groomer operator certification requirements are ultimately a local decision by each state, county, or city thereof, it is recommended that all groomer operators receive a minimum level of training and certification. In some areas, groomer operator certification may be mandatory in order for the grooming area to qualify for liability insurance. In all instances operator certification can serve as an excellent risk management tool, so it should be universally encouraged. Since even experienced groomer operators can benefit from periodic training and refresher courses, it is recommended that, if an area adopts certification requirements, all operators receive the initial training as well as the initial certification, irrespective of their experience level or if they are an employee, volunteer, or contractor.
- **How Long Should A Certification Valid?** While the length of time a groomer operator certification is valid is a local decision, it is recommended that they be valid for no more than four years if the operator continues to operate the same type of equipment. If the grooming equipment is replaced with either newer models or a different type of tractor and/or implement, the operator's training and certification should be updated at that time to include training and certification for the new equipment.
- **Levels of Operator Certification.** It is recommended that two levels be used for a Groomer Operator Certification Program:
  1. Level 1 – Trainee: for those operators who have completed a minimum of four (2) hours of classroom training and successfully passed a written test.

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### **City of Mesquite Athletics & Leisure Services Department**

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2. Level 2 – Certified Groomer Operator: for those operators who have completed Level 1 requirements plus a minimum of 2 hours of supervised on-trail equipment checkout and operation.
  - a. It is recommended that a Level 1 Trainee Operator should not operate the grooming tractor without a Level 2 Operator or Grooming Manager/Instructor in the tractor with them.
  - b. It is recommended that a Level 2 Operator be used to provide the minimum 2 hours of in-tractor equipment operation instruction to Level 1 Trainees.
  - c. Operator Certification Core Subjects It is recommended that groomer operator certification relate to core subjects listed
  - d. The sample Groomer Operator Training Record checklist which will be provided in the training provides a detailed list what will be taught or covered.
  - e. This checklist will consist of the following and the checklist will be used every time when machine will be in operations. Recommended core subjects for certification/checklist will include:
    - i. **Grooming Equipment Features:** general overview of groomer/excavator; tractor components and characteristics; front blades; general overview of implements; drag features; blade; tracks, stinger and thumb controls
    - ii. **Equipment Operation Guidelines:** operator safety; general operating guidelines; grooming basics; effective grooming tips for proper use of the front blade; Proper techniques to binding machine to trailer for proper hauling to and from locations; tips for operating tracked vehicles; tips to avoid equipment damage; and Ten Common Operator Abuses.
    - iii. **Equipment Maintenance:** Four Elements of Preventative Maintenance; first time operation of new units; pre-work inspection and maintenance; pre- and post-operation/shift inspection; regularly scheduled maintenance; and off-work storage.
    - iv. **Record Keeping:** cover all logs and reports required by the local grooming program.
    - v. **Local Issues:** local trail maps, trail routes, special closures or sensitive areas, local laws and regulations, emergency contacts and procedures.
    - vi. **Hands-On Equipment Operation and Check Out:** in-cab instruments and gauges, backing up the machine, hooking implements to the tractor if needed, starting and stopping, operating on the right side of the trail, side hill operation, Proper techniques to binding machine to trailer for proper hauling to and from job locations and back to shop area; front blade operation, implement operation, proper fueling procedures, pre- and post-operation visual inspections.

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### **SAMPLE FORMS:**

Several sample forms are provided in Justification MEMO to help grooming managers and operators with the important task of record keeping. Every form has a specific purpose, although not every example may be pertinent to every area. The samples should be used by grooming managers to build a form that best fits the area and needs. The following sample forms are included in this MEMO:

- Weekly Grooming Schedule
- Daily Grooming Log
- Vehicle/Equipment Report
- Monthly Maintenance Records (can be copied on back side of Vehicle Report)
- Grooming Equipment Maintenance Requests
- Corrective Action Request
- Groomer Operator Training Record

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