



South Truckee Meadows/Washoe Valley Citizens Advisory Board

DRAFT: Approval of these draft minutes, or any changes to the draft minutes, will be reflected in writing in the next meeting minutes and/or in the minutes of any future meeting where changes to these minutes are approved by the CAB.

Minutes of the regular meeting of the South Truckee Meadows Citizen Advisory Board held March 13, 2014 at the South Valleys Library at 15650A Wedge Parkway, Reno, Nevada

1. ***CALL TO ORDER/PLEDGE OF ALLEGIANCE-** The meeting was called to order at 6:00 p.m. by Malachy Horan, Chair. Malachy Horan led the Salute to the Flag.
2. ***ROLL CALL/DETERMINATION OF QUORUM OF SEVEN CAB MEMBERS.**
MEMBERS PRESENT – Thomas Daly, At-Large, Malachy Horan, At-Large, Chair, At-Large, Patricia Phillips, At-Large, Kimberly Rossiter At-Large Alternate, Jim Rummings, At-Large, Eric Scheetz, At-Large, and Brad Stanley, At-Large,
MEMBERS ABSENT – Tom Judy, Vice Chair., excused, Kathie Roberts, At-Large, excused, Dennis Wilson, At-Large, unexcused, Steven Miles, At-Large Alternate, Patrick Ty Whittaker, At-Large Alternate
3. ***PUBLIC COMMENT**
 - Barbara Rainey stated concerns regarding business construction on Geiger Grade at Pinion Drive. Are structures being elected, whether temporary or permanent, are consistent with General Commercial or Industrial or Manufacturing zoning. Ms. Rainey stated concern that the activities at the Old Merit Electric Co. (Old Foothill Market) complies with Washoe County Code and whether there is a permit issued for the construction. Ms. Rainey asked that this be a future agenda item. Ms. Rainey provided a written report for review by the CAB.
 - Anna Orchard stated that the construction that is going on at the Old Merit Electric Co. is not compatible with the rural neighborhood. Concerns include dangers to local residents and to wildlife.
 - Malachy Horan asked for public comment and hearing none, closed this agenda item.
4. **APPROVAL OF THE AGENDA FOR THE MEETING OF MARCH 13, 2014 – MOTION:** Eric Scheetz moved to approve the March 13, 2014 agenda as posted. Tom Daly seconded the motion. The motion carried unanimously.
5. **APPROVAL OF THE MINUTES FOR THE MEETING OF FEBRUARY 13, 2014.** – Tom Daly moved to approve the minutes of the February 13, 2014 meeting as submitted. Patricia Phillips seconded the motion. The motion carried unanimously.
6. ***COMMISSIONER UPDATE**
 - A. **Washoe County Commissioner Update** – Commissioner David Humke was available to present a report on items related to the Board of County Commissioners. Commissioner Humke reported on efforts of the Criminal Justice Advisory Committee, a joint meeting of the TMWA (Truckee Meadows Water Authority) Board and the Board of County Commissioners (BCC) meeting on March 19, 2014 to discuss a merger which will also include STMGID (South Truckee Meadows General Improvement District) with a target date in December 2014. Commissioner Humke urged everyone to track all government activity in their neighborhoods. Commissioner Humke discussed the possible sale of water rights from Intermountain Water Project and a mutual aid agreement with the City of Reno Fire Department. The BCC is reviewing a demand notice that the TMFPD (Truckee Meadows Fire Protection District) owes the City of Reno money. Commissioner Humke discussed some potential boundary line adjustments between Washoe County and Storey County. Contact Commissioner Humke at (775) 328-2005 or dhumke@washoecounty.us (This item was for information only and no action was taken by the CAB.)
Comments and Concerns
 - Concerns were raised whether previous agreements would be honored with the TMWA/Washoe County merger particularly pertaining to domestic wells.
 - Concerns were raised regarding a boundary change and a negative impact on Brown School with increased student enrollment.
 - Jane Countryman stated concern regarding negative impacts to public services, particularly to residents in West Washoe Valley should the boundary line change bring increased population.

- Kathy Bowling stated concern regarding who would pay for water service connections when the TMWA/Washoe County merger is adopted. Commissioner Humke stated that a decision has not been made at this time. Ms. Bowling stated for the record that TMWA has not been a friend to local citizens.

7. PUBLIC SAFETY AND COMMUNITY REPORTS/UPDATES

A. *Washoe County Sheriff's Office (WCSO) – Sergeant Scott Iacoboni, Washoe County Sheriff's Office was available to address public safety questions and concerns. Sgt. Iacoboni reported on recent acts of graffiti at local parks. Sgt. Iacoboni urged citizens to keep their homes lighted with exterior lighting and to keep some lighting on timers when you are away from home. Citizens are urged to keep their homes and vehicles locked and valuables out of sight and in secure places and to keep vehicles locked while warming them up in their driveways. Citizens are urged to report illegal or suspicious activity to the Sheriff's Office. Sgt. Iacoboni provided pamphlets on AlertID and Shooting of firearms in Congested Areas, Call 9-1-1 for emergency assistance and call 775-785-9276 for non-emergencies For additional information call (775) 328-3001 or via the webpage at www.washoesheriff.com (This item was for information only and no action was taken by the CAB.)

Comments and Concerns

- Concerns were stated regarding an abandoned service station at Huffaker that has an unlocked door. Sgt. Iacoboni stated that he has investigated that location.
- Dean Welch asked for information regarding the Sheriff's Department installing a video surveillance system at New Washoe Park

B.*Truckee Meadows Fire Protection District (TMFPD) – Fire Chief Charles Moore, Truckee Meadows Fire Protection District was available to address fire safety questions and concerns. Chief Moore announced that the district has received a Federal Grant for one position and for protective clothing for the reserve fire fighter program. The award is for approximately two hundred and sixty five thousand dollars. That will fund a full time volunteer coordinator for the district. The open burning season has closed. Property owners are urged to clear defensible space around dwellings and structures. The Joy Lake Station is taking delivery of new fire fighting apparatus. For further information, contact (775) 326-6000 or at www.tmfpd.us Chief Moore at cmoore@tmfpd.us Keith Barker, Fuel Specialist, Bureau of Land Management (BLM) reported on fuels treatment on the east side of Washoe Valley. The vegetation has grown back since the last treatment which makes it necessary to retreat the area. Information will be published on the BLM web-site. Mr. Barker stated that juniper trees are significantly more flammable in dry years. A firebreak is determined by slope, wind, drought or type fire season. Mr. Barker stated that clearing brush for defensible space is determined by fuels and other conditions. (This item was for information only and no action was taken by the CAB).

Comments and Concerns

- In response to questions raised, Chief Moore stated that the grant is for two years and also stated that the TMFPD is planning a fund raiser at the Hidden Valley Station in May.
- In response to questions raised, Chief Moore stated that pit fires and barrel container burning is not allowed.
- Chief Moore addressed questions regarding the conditions of the mutual aid agreement with the City of Reno Fire Department. Chief Moore added that automatic aid which is currently an agreement with the City of Sparks.
- In response to questions raised, Chief Moore stated that TMFPD has never browned out a fire station which he credits the employee union and to management.
- Dean Welch asked for information on the Washoe County Regional Open Space and Natural Resources Management Plan of 2008. Mr. Welch asked if there is a management plan for New Washoe Park. Chief Moore stated that he would research the document.
- Jane Countryman asked what proposal will be made regarding the boundary line change between Washoe County and Storey County for funding for fire fighting services. Chief Moore stated that access would be a challenge and once development starts, the City of Reno would annex the property. Infrastructure would be costly and would be difficult for TMFPD to serve the area. Chief Moore stated that he has not seen a proposed development application as yet in order to have an opinion.
- Chief Moore stated that any time one lights a fire, there are risks and reckless in windy weather conditions. Chief Moore urged citizens to use common sense

8. PUBLIC SAFETY AND COMMUNITY REPORTS/UPDATES

A.* Washoe Valley Alliance – Gary Houk, President, Washoe Valley Alliance introduced himself and introduced Bill Naylor, Secretary, Marilyn Naylor and, Karen Critor, members of the Washoe Valley Alliance. Mr. Naylor provided a PowerPoint presentation and discussed the efforts to protect Washoe Valley's unique qualities through education and stewardship. Karen Critor announced that there will be an event on May 17, 2014 to introduce the Alliance to the community. Marilyn Naylor stated that the web-site was made by Design on Edge and it is ready for public access at www.washoevalleyalliance.org. Following the presentation, questions and concerns from the CAB and audience were addressed. Contact Ms. Critor at (775) 849-2375. Contact Ms. Naylor at (775) 849-1078. Contact the alliance at: P.O. Box 18043 Reno, NV 89511-8043 and washoevalleyalliance@gmail.com (This item was for information only and no action was taken by the CAB).

B.* New Washoe City Park Update - Eric Crump, Park Operations Superintendent Washoe County Community Services Department provided information regarding parks services and staffing levels. Mr. Crump stated that parks are usually maintained through the infrastructure preservation fund which has been diminished since the economic downturn. The operating budget has been reduced by sixty percent and a fifty percent cut in park personnel. Mr. Crump addressed the status of the request for safety improvements and maintenance of the New Washoe City Park. Mr. Crump stated that they have removed some playground equipment that is out of date, unsafe and unable to be maintained. Mr. Crump stated that they do not use road base on playgrounds. Mr. Crump stated that the park had received heavy vandalism in the past and that there are no video surveillance cameras on-site. Mr. Crump stated that he recently saw vast improvement at the park. Mr. Crump also stated that there are no life threatening conditions at the park. Mr. Crump stated that they are considering replacement surfacing. The Park Planners have been obtaining grants for maintenance at several parks. Cost for surfacing runs approximately one hundred fifty thousand to two hundred thousand dollars per playground. New Washoe Park is currently at the top of the list for maintenance. Should funds not be available to repair or replace defective playground equipment, the equipment would have to be removed. Following his presentation, Mr. Crump addressed questions from the CAB and audience. Contact Mr. Crump at: 775.328.2182 office or 775.386.3129 mobile www.washoecountyparks.com (This item was for information only and no action was taken by the CAB).

Comments and Concerns

- In response to questions raised, Mr. Crump stated that some park maintenance was funded through the Land and Water Conservation fund and residential construction tax.
- In response to questions raised, Mr. Crump stated that they have a 20 year capital improvement plan. Mr. Crump stated that park planners are tracking grants, foundations and other sources of funding for parks.
- In response to questions raised, Mr. Crump stated that contacting the media could be a resource for educating the public to the needs for parks upgrades and maintenance.
- Support was stated for requesting community donations and volunteers to upgrade parks playground and not having to rely on county budgets and taxes.
- Mr. Crump stated that New Washoe City Park could be scheduled for maintenance and improvements in fiscal year 2014-2015 should budgets be approved.
- Questions were raised on how repairs to two county pools were funded. Support was stated for reaching out to the community for public donations and support for maintaining local parks.
- Dean Welch provided copies of his presentation including photographs to Commissioner Humke for his review. Mr. Welch asked how often Mr. Crump has visited New Washoe City Park and stated that there seems to be a disconnect between Washoe County Parks and Mr. Davidson. There seems to be no checking up on Mr. Davidson. There has been a bar-b-cue grill missing that needs to be replaced. Mr. Welch stated concern that people dump their bar-b-cue coals and trash on the ground in the brush and then leave the park which can be a wildfire hazard. Mr. Welch stated that he and other citizens are quite unhappy about the lack of attention by Washoe County parks. Mr. Welch stated that Washoe County Parks mission statement promises exceptional parks on their web-site and that quality should be provided to New Washoe City Park visitors. New Washoe City Park is the worst park in the district. Mr. Welch asked that the park be wildfire safe, new playground equipment be installed, install ink fencing on the east side of the school district property,

open and remodel restrooms to ADA (Americans with Disabilities Act) standards, and repairs the crack on the basket ball and tennis courts.

C.* Engineering and Capital Projects Update - Dwayne Smith, P.E., Director of Engineering and Capital Projects for Washoe County provided an update on current and proposed Engineering and Capital Projects. Mr. Smith reported that Engineering is focused on infrastructure preservation. Mr. Smith reported that Washoe County building structures are on the schedule for maintenance and reported on maintenance projects at Washoe County parks and water systems. Contact Mr. Smith at DESmith@washoecounty.us and 775-328-2043. (This item was for information only and no action was taken by the CAB).

Comments and Concerns

- In response to questions raised, Mr. Smith stated that some work will be done on waterlines on Malarkey Way.
- In response to questions raised, Mr. Smith reported that the South Truckee Meadows water reclamation project it was that the project would be delayed for an undetermined length of time.

D. Sunrise Water System Proposed Back-up Supply Well – Dwayne Smith P.E., Director of Engineering and Capital Projects for Washoe County provided information on the request by Washoe County Open Space and Regional Parks Commission and the Nevada State Lands State Question One Grant Program regarding Washoe County Community Services Department's proposal to install a replacement back-up supply well for the Sunrise water system located in Pleasant Valley, Nevada (Valley) and supply water to a County owned parcel [APN 045-310-67, 1005 Mini Way], which has been identified for future parks, trail, and open space uses and which was partially funded by the State Question One Grant Program. The proposed well is intended to replace an existing back-up well and may also provide water to serve the future park site. The replacement well will be drilled to approximately 400 feet, produce approximately 100 gpm, and be operated in a similar back-up capacity and rotational role as the existing back-up well. Jennifer Budge, Park Planner provided additional information and also printed materials of the O'Brian Trailhead Master Plan. Contacts: Dwayne Smith, Capital Projects & Engineering Director, 775.328.2043, desmith@washoecounty.us ; Jennifer Budge, Park Planner, 775.325.8094, jbudge@washoecounty.us No action was taken by the CAB. Comments and recommendations will be forwarded to Mr. Smith, Ms. Budge and Commissioner Humke.

Comments and Concerns

- In response to concerns raised regarding possible opposition to the proposed project, Mr. Smith stated that Washoe County has reached an agreement with local residents regarding potential impacts to domestic wells including monitoring neighboring domestic wells.
- Richard Panelli stated that he met with Mr. Smith and they have reached a satisfactory agreement.
- In response to questions raised, Mr. Smith addressed estimated costs for drilling and the total costs including infrastructure. The depth of the well is estimated at 400 feet. Mr. Smith stated that the contract for work is out for bids at this time.
- Malachy Horan asked Mr. Smith to confirm in an e-mail who would be considered for doing the drilling. Mr. Smith added that this well will go to TMWA when the merger occurs.
- Patricia Phillips stated concerns regarding the high cost for the project.
- In response to concerns raised, Mr. Smith stated that the small diameter of the well restricts the amount of service. There is an existing tank that this well will utilize. Mr. Smith stated that the well is triggered by the pressure in the tank.
- In response to questions raised, Mr. Smith stated that the State is requiring Washoe County Parks to present the proposal to the public for review and recommendations.
- In response to questions raised, Mr. Smith stated Washoe County has developed a plan for the merger with TMWA and part of that plan is going to require considerable amounts of negotiation on a lot of points and there will be the need for a lot of assurances to Washoe County Codes and the language will be included in the document that provides protections for citizens and recognizing that there are concerns.
- In response to questions raised, Mr. Smith stated that the costs are paid by ratepayers. STMGID well 12 drilling costs over one and one half million dollars.
- In response to questions raised, Ms. Budge stated that the proposed well would be located just to the left of the park entrance. Copies of the approved master plan were available for review.

- Mr. Smith stated that he can not speak for what TMWA would do in the future. The Washoe County Health Department is the driving agency for moving forward with this project. The drilling should commence this summer.
- In response to questions raised, Mr. Smith stated that this is a back up well and is limited to the twelve inch in diameter size and within Washoe County control.
- Jane Countryman stated concern regarding potential negative impacts from the well use. Ms. Budge stated that there is no final design for the park at this time however, the park could use water for drinking fountains and minimal usage for landscape. Ms. Budge added that the property is deed restricted to parks and trails usage.
- Malachy Horan asked that the CAB be notified by e-mail of the following: a benchmark of the costs for similar wells, a line item on the TMWA merger that TMWA will not have the right to deepen the well, the drilling schedule and the commitment from TMWA that this is a back-up well only.
- Mr. Panelli asked that Washoe County also provide information on the monitoring of the domestic wells so that it can be determined if there are any negative impacts.

E. Special Use Permit SB14-002 Verizon Wireless – Rich Johnson, Planning Manager, Verizon Wireless presented the request to construct a Wireless Communications Facility consisting of a 100 foot high specialty monopole designed as a faux windmill containing six antennas, and an equipment shelter containing telecommunications ground equipment, all of which shall be enclosed within a 50' x 50' fenced area on a ±35.73 acre parcel. The project is located at 205 US Highway 395N. on the west side of US 395 across the highway from Old Washoe Drive. Mr. Johnson provided photos of the proposed location of the tower. Applicant: Sacramento Valley LP dba Verizon Wireless. Grace Sannazzaro, Staff Representative was available to address questions and concerns. 775-328-3771 gsannazzaro@washoecounty.us **MOTION:** Malachy Horan moved to recommend denial of SB14-002 until such time that this application is presented to local residents for their opinions, and then bring the application back to the STM/WVCAB for further review and recommendations and that the engineering specifications be available for review. Eric Scheetz seconded the motion. **MOTION:** Malachy Horan amended his motion to include that Community Development staff work with Verizon Wireless to coordinate a meeting with local residents for their review and opinions. Eric Scheetz seconded the amended motion. The motion carried unanimously. Ms. Sannazzaro stated that the applicant is on the Board of Adjustment schedule and has the right to have their item heard or postpone their presentation until the item is brought back to the CAB. The applicant can also move forward to the Board of Adjustment for their approval or denial.

Comments and Concerns

- In response to questions raised, Mr. Johnson stated that they have cellular coverage but need additional capacity.
- In response to questions raised, Mr. Johnson stated that the tower is designed to be compatible for co-location.
- Grace Sannazzaro stated that Washoe County Code will not allow for more than six antennas on a tower so this tower is at capacity and will not allow for co-location of other carriers.
- Concerns were raised that a monopole that is supposed to look like a pine tree would be inappropriate.
- Support was stated for making the tower more aesthetically compatible with the neighborhood.
- Mr. Johnson stated that they would work with Washoe County Staff to design an appropriate tower.
- In response to questions raised, Ms. Sannazzaro stated that this ridgeline is not visually protected.
- In response to concerns raised, Mr. Johnson stated that Verizon would maintain the structure.
- In response to concerns raised, Mr. Johnson stated that the tower would be painted in a color that would blend (be compatible) with the surrounding area.
- Ms. Sannazzaro stated that Washoe County would require that the structure be painted a neutral color.
- Mr. Johnson stated that the tower would be engineered to withstand local winds.
- Ms. Sannazzaro stated that courtesy notices were mailed to 40 residents in the adjacent areas and there will be a public hearing by the Board of Adjustment on April 3, 2014.
- Ginger Pierce stated that she would personally deliver notices to all residents in Pleasant Valley.

- Malachy Horan stated concern that not enough residents have been notified of this proposed project. Malachy Horan also stated concern whether the engineering would be adequate.
- Mr. Johnson provided a copy of the engineering specifications for review.
- Support was stated for an installation that blends with the surrounding area.
- The applicant was asked to postpone presenting the application to the Board of Adjustment until such time that Community Development would coordinate a public meeting for Pleasant Valley residents.
- Questions were raised whether there is enough time for notices to be sent to local residents prior to the Board of Adjustment hearing.
- Mr. Johnson stated that the purpose of this meeting was for public comments and recommendations.
- Questions were raised on how the comments from local residents would be brought forward to the Board of Adjustment.
- In response to questions raised, Mr. Johnson stated that the clock is running for their application to move forward but if a meeting with local residents gets them further down the road, that he would discuss that with staff.
- Jane Countryman stated for the record that she supports denial of the application because there is another windmill in the area that sticks out like a sore thumb. The tower needs to be more rustic and blend with the surrounding area.

F. Special Use Permit SB14-003 (Kennedy) - Michael Vicks, representing the applicant presented the request to construct a ±799 square foot detached accessory dwelling with an existing 3,742 square foot main residence on a ±0.47 acre parcel located at 1095 High Chaparral Drive near Geiger Grade. Applicants: Steven and Nancy Kennedy. Contact Trevor Lloyd, Staff Representative at 775-328-3620 tlloyd@washoecounty.us **MOTION:** Eric Scheetz moved to recommend approval of SB14-003 Kennedy as presented. Jim Rummings seconded the motion. The motion carried unanimously

Comments and Concerns

- In response to questions raised, Mr. Vicks stated that the applicant plans to construct a kitchen. There would not be a bathroom in the structure.
- Nancy Kennedy stated that this is not a dwelling but a hobby room.
- There was no opposition heard from the community or CAB.

G. Special Use Permit SB14-004 (Water Reclamation Facility) – Tim Simpson, Washoe County Community Services Water Resources presented the request to expand a wastewater treatment facility greater than 50%, the size of the existing facility to allow Major Grading for improvement of the driveway access, to allow final slopes greater than 3 horizontal to 1 vertical, and to eliminate required landscaping for the project located south of Alexander Lake Road, approximately two miles southeast of its intersection with South McCarran Blvd. Rick Warner, P.E. Washoe County Community Services was available to present information and address questions and concerns. Applicant: Washoe County Community Services Department, Water Resources Branch. Contact Roger Pelham, Staff Representative at 775-328-3622 rpelham@washoecounty.us **MOTION:** Tom Daly moved to recommend approval of SB14-004, Water Reclamation Facility, as presented. Malachy Horan seconded the motion. The motion carried with Patricia Phillips opposed and Brad Stanley abstained.

Comments and Concerns

- In response to questions raised, Mr. Simpson stated that the South East Corridor will align northeast of this project and there are wild horses in the area.
- In response to questions raised, Mr. Simpson stated that landscape would be minimal along the driveway and landscape in the area to minimize negative visual impacts. There is industrial only near the facility.
- Concerns were raised regarding containing any negative odors from this site.
- Patricia Phillips stated concern that the adjacent ridge area is publicly used for hiking and other outdoor recreational uses and can Washoe County guarantee that any negative odors would be contained.
- Concerns were raised that the adjacent areas have planned residential development in the future.
- Rick Warner stated that a condition of the facility that there will be odor controls installed if necessary and no detectable odors would go beyond the property lines. Washoe County can

require stricter standards than what the state requires. Mr. Warner stated that they have never had an odor complaint for that facility. Mr. Warner stated that it is approximately one half mile to the nearest residence. Should there be any complaints, Washoe County would increase measures to odor controls.

- In response to questions raised, Mr. Warner discussed processes and costs for operating the facility.
- Mr. Simpson stated that they will be working with Washoe County Health Department and other regulatory agencies to maintain odor controls.
- In response to questions raised, Mr. Simpson stated that the reason for the expansion is to address the planned development in the southwest.
- Brad Stanley stated that he lives within line of site of the facility and asked that if there is an odor problem, that Washoe County will take care of the issue.
- In response to questions raised, Mr. Warner stated that this facility is planned to serve the south valleys area. Questions were raised whether capacity would address the Sunnyhills proposed development.

9.* CHAIRMAN/BOARD MEMBER ITEMS - This item is limited to announcements by CAB members and topics/issues posed for future workshops/agendas.

- Tom Daly recommended that the Sheriff and Fire presentations be scheduled every other month.
- Patricia Phillips stated that she spoke with David Solarno regarding vehicle accidents as a result of the narrowing of Huffaker and the ingress and egress to Brown School: Possibly scheduling an agenda item in May.
- Jim Rummings stated that I-580 would be shut down and traffic diverted to 395 during high wind events and there needs to be a response from NDOT (Nevada Department of Transportation) regarding the current policy for routing vehicles onto 395 during high wind. Mr. Rummings stated that he has had several complaints from residents in Washoe Valley. Mr. Rummings suggested that the response from NDOT be by communication and not necessarily schedule an agenda item.

Next Agenda Items – REMSA Community Health Program, Nevada Department of Agriculture (NDA) Wild Horse Program, DWR/TMWA/STMGID merger, Update on New Washoe Park, Huffaker roadway and Brown School egress and ingress, NDOT to address high wind events and routing traffic onto 395 and Construction on Geiger Grade at Pinion Drive.

10. *PUBLIC COMMENT

- Jane Countryman stated for the record that she spoke with NDOT and NHP is supposed to enforce the vehicle traffic during high wind events. Ms. Countryman urged that NHP also be contacted.
- Kathy Bowling stated concern that there will be enough time for the merger item to be heard and addressed during the April CAB meeting.

11.*ADJOURNMENT – MOTION: Brad Stanley moved to adjourn the meeting at 10:06 p.m. There were several seconds to the motion. The motion carried unanimously.

Respectfully submitted by: Allayne Donnelly-Everett, Administrative Recorder Services

Those in Attendance:- Six CAB members, Commissioner Humke, One Sheriff's Office Representative, Two Fire Department Representatives, Seventeen members of the audience, Eight Presenters/Staff and Two Administrative Recorder personnel.