

**MINUTES OF THE CITY OF CARLSBAD SHOOTING RANGE ADVISORY
COMMITTEE HELD AT THE PUBLIC WORKS BUILDING ON APRIL 9, 2026, AT
5:00 P.M.**

Present:	Richard West	Chairman
	Brian Fox	Vice Chairman
	Graydon Clark	Board Member
	Rex Prather	Board Member
Absent:	Tammy Matthews	Board Member
	Jennifer Cottingham	Board Member
	Harold Coats	Board Member
Also Present:	Michael Hernandez	Parks Superintendent
	Jalynn Dominguez	Open Meetings Act Manager
	Stephan Brown	Compliance Clerk

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:53 **1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called, confirming the presence of a quorum.

0:01:13 **2. APPROVAL OF MEETING MINUTES – MARCH 3, 2026**

0:02:00 **MOTION**

The motion was made by Mr. Fox and seconded by Mr. Prather to approve the meeting minutes from March 3, 2026

0:02:19 **VOTE**

The vote was as follows: Yes – West, Fox, Clark, Prather; No - None; Absent – Matthews, Cottingham, Coats; the motion carried

0:02:45 **3. TRANSITIONAL OVERVIEW – JALYNN DOMINGUEZ,
OPEN MEETINGS ACT MANAGER**

Jalynn Dominguez explained that the new Chapter 2 Ordinance is intended to help resolve differences among boards, committees, and commissions. She noted that several updates have been made, including changes to meeting time, frequency, location, attendance requirements, and the maximum number of voting members. **Ms. Dominguez** emphasized that attendance will be strictly enforced moving forward. She also stated that boards will be limited to a maximum of five voting members; however, no current members will be removed and will instead be allowed to complete their terms.

Mr. Fox asked when the four-year term begins. **Ms. Dominguez** clarified that the term begins when the City Council approved the original appointment.

0:15:16 **4. NOMINATION AND VOTE OF CHAIR AND VICE-CHAIR**

0:15:35 **MOTION**

The motion was made by Mr. Fox and seconded by Mr. Clark to nominate Mr. West as Chairman and Mr. Fox as Vice Chairman

0:16:17 **VOTE**

The vote was as follows: Yes – West, Fox, Clark, Prather; No - None; Absent – Matthews, Cottingham, Coats; the motion carried

0:16:41 **5. REVIEW APPROVED RANGE RESERVATIONS**

Date: April 5 th 12 th , 19 th 26 th	Name: Ivan Abell, Travis Walker	Event: Youth Hunter Education Challenge	Range: Classroom & Rifle Range	Time: 1:00 pm - 4:00 pm
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0:20:17 **6. DISCUSS RANGE IMPROVEMENTS**

Mr. West asked if the target beams were straight. **Mr. Fox** said the last time he was out there, they were, but he has not been out there since October.

0:21:04 **7. REVIEW RANGE MAINTENANCE**

Mr. West noted that the new police building is nearly complete and asked whether sidewalks would be installed around it. **Michael Hernandez** confirmed that sidewalks will be added. **Mr. West** also inquired about restroom signage. **Mr. Hernandez** responded that he was unsure of the current plan but believed the existing restroom may be demolished, the area leveled, and the new facility used instead.

0:23:27 **Adjourn**

With no further business, Mr. West adjourned the meeting at 5:38 PM.

Richard West, Chairman

Date