



The Papio-Missouri River Natural Resources District exists to help Nebraskans meet the environmental challenges of natural resources management and conservation. The challenges are clear:

- Maintain Water Quality and Quantity
- Reduce Flood Damages
- Reduce Soil Erosion and Sedimentation
- Provide Domestic Water Supply
- Participate in Solid Waste Management and Pollution Control
- Develop and Improve Fish and Wildlife Habitat
- Provide Outdoor Recreation Facilities
- Educate About Natural Resources

The NRD's boundaries include all of Sarpy, Douglas, Washington and Dakota Counties, plus the eastern 60 percent of Burt and Thurston Counties. Special flood control needs are found within the 402 square mile Papio Creek watershed, which encompasses the metro Omaha area. Even though 35 percent of Nebraska's total population lives within the District, its total land area remains primarily rural, containing some of the most highly erodible soils in the state.

The NRD is governed by an elected Board of Directors and the NRD possesses limited taxing authority amounting to about one percent of all property taxes. A staff of engineers, planners, resources experts and other specialists are located in the District's headquarters at Chalco Hills Recreation Area.

Chalco Hills Recreation Area was first opened to the public in 1987 and has been voted one of the best places to visit and recreate in Omaha polls. Chalco Hills is open every day 6 a.m. to 10 p.m.

Reservations Guide

OVERLOOKING WEHRSPANN LAKE, the Natural Resource Center (NRC) serves as the headquarters of the Papio-Missouri River Natural Resources District.

The NRC features agency offices, conservation exhibits and rooms for meetings and activities, which are available for the public to use. These rooms include the Visitors Center, a large open area (100 capacity); the Board Room (45 capacity) and the Small Conference Room (12 capacity). Outside, one large Group Shelter is available for reservations as well. The following rules and regulations about these rooms are taken from the Natural Resources District's Policy Manual.

When scheduling the use of the NRC public meeting rooms, programs sponsored by the NRD receive first consideration. The fact that a group is permitted to meet at the NRC does not constitute an endorsement of the group's policies or beliefs. Upon adequate notice, and for adequate reasons, the Papio-Missouri River NRD reserves the right to revoke the permission to use the meeting rooms. If the rooms are not in use by the NRD, they are available to the general public at little or no charge.

Speakers:

The NRD would like to offer a presentation to your group while it meets here at our headquarters. A fifteen-minute video program and speaker outlining the projects and activities of your Natural Resources District, can be scheduled by contacting Emmett Egr, 444-6222 or eegr@papionrd.org. This free program is available M-F, 8:30am until 4:00pm to groups meeting in our Board Room.

Before the function can be scheduled, please fill out the following form and return with a user's fee, if applicable. Remember, responsibility for damage to rooms and their contents rests with the user. Neither the Papio-Missouri River NRD nor its employees will assume responsibility for any property of the user.

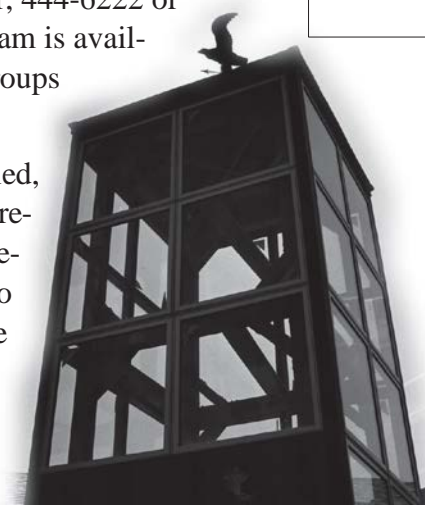
Types of functions allowed:

Groups of all ages, sizes and backgrounds are welcome to use NRC facilities, including the rooms in the NRC and the sites outdoors. The intent of letting out rooms to the public is to provide a clean, safe and pleasant meeting place. The NRD does not wish to compete with private enterprise; therefore the District has several stated policies about the uses of the NRC meeting rooms.

- Weddings, wedding receptions, birthday parties, and other such events are not allowed in the building.
- Meeting rooms and park facilities are not available to anyone wishing to sell, trade, or vend goods, products, or commodities.
- Organized Runs/Walks are welcomed and can be arranged through NRD staff.

Room & Shelter Rental Rates

GROUP	FEE
Non-profit Organization/Government	No Fee
For Profit Group	
1-25 people	\$75
26 - 50	\$100
51 - 75	\$125
evenings and weekends only	
76 - 100+	\$150
Group Shelter	\$25



Chalco Hills Facts:

The Natural Resources Center is the headquarters of the Papio-Missouri River NRD, and is also home to local offices of the USDA's Natural Resources Conservation Service, Department of Environmental Quality, and Farm Services Agency and to the US Army Corps of Engineers.

Natural Resources Center

The building was originally built in 1987, and an addition for the federal offices was completed in 1996. Chalco Hills Recreation Area is a 1250 acre park, featuring Wehrspann Lake, hiking/biking trails, playgrounds, picnic sites, a boat ramp, and a handicapped accessible fishing pier. It is operated by the Papio-Missouri River NRD.

Building Rules:

- Alcoholic beverages are PROHIBITED in the building or park.
- At the end of the meeting, the NRC clean-up check list will be used to ensure all personal property is removed and the meeting rooms and/or NRD equipment is left neat and clean for the next use.
- Lower Level Conference Room is not available for public use.
- Groups are responsible for their own setup and take down. Available are tables, chairs, easels, and coffee pots
- Decorations are not to be attached to any furnishings or walls by tape, glue or tacks. Displays and other District material may not be moved unless prior approval is granted.
- Catered meals in the rooms are permitted. No food or beverages may be prepared within the NRC except coffee. Coffee, condiments, cups or napkins will NOT be supplied by the NRD. Coffee pots, serving trays, and other items stored in the Board Room Cabinets are property of the NRD and not for public use.
- Trash containers must be emptied at the end of the program/event and garbage placed in the dumpster on the west side of the building.
- No animals are allowed inside the NRC. Trained service animals are welcome.

Other Items To Note:

- The group shelter, located in the center of the park overlooking the lake, contains electrical outlets. This is a perfect site for a picnic or day camp. A permit form and fee are required for all who rent this site.
- Snacks and beverages are NOT available at the NRC. Please plan on bringing your own.
- Internet access is available at the NRC.
- Building hours are strictly enforced; the park closes its gates at 10 PM.
- Natural Resources District staff continues to work in the NRC building during weekday hours. Please respect this business environment.**
- Any questions on building hours and rules should be addressed to NRD staff at (402)444-6222.
- Evening hours are available by pre-approval only.

Building Hours

Day	Daytime	Evening
Monday	8:30am - 4:30 pm	closed*
Tuesday***	8:30am - 4:30 pm	6:30 - 9 pm
Wednesday	8:30am - 4:30 pm	6:30 - 9 pm
Thursday***	8:30am - 4:00 pm	6:30 - 9 pm
Friday	8:30am - 4:00pm	closed*
Saturday**	closed*	
Sunday**	closed*	

*Times for "special use permits" may be varied only under approval from NRD Staff. All stated times include setup time.

**Weekend hours are only available April - October --Unless approved by NRD Staff.

***Second Tuesday and Thursday of each month reserved for P-MRNRD use only.

Natural Resources Center
8901 S. 154 St.
Omaha, NE 68138
FAX: (402) 895-6543





Application For Meeting Room and Group Shelter

Mail to:
Natural Resources Center
8901 S. 154 St.
Omaha, NE 68138

Or Fax: (402) 895-6543

To reserve a location, print or type this application form.

Note: to receive a refund, cancellation must be received two (2) weeks (14 days) prior to reservation date.

Reservation Forms - Return signed form as soon as possible to ensure your reservation.

Cancellations (Profit and/or Non-Profit Groups) Please call the NRD so another group can utilize this area.

Reservation Date		Room(s) requested	
Starting Time	Ending Time	Speaker requested (Yes/No)	
Name of Organization or Group			
Profit or Non-Profit		Tax Exempt/ID #	
Contact Person			
Contact Person Phone & Email			
Address, City, State, Zip			
Approximate number attending			
Description of Occasion			

NRD Office Use Only	
Permit Number	
Deposit Date	
Approval	
Account	01-06-264-3130
Amount	
Check/Receipt No.	

Signature/Acceptance Block

The undersigned on behalf of the aforementioned organization or group in consideration of the premises herein, do hereby agree to reimburse the Papio-Missouri River Natural Resources District for any and all loss, breakage, or damage to the building, equipment, or furnishing therein resulting from our use thereof. Upon adequate notice, and for adequate reasons, the Papio-Missouri River NRD reserves the right to revoke the permission to use meeting rooms.

Contact person Signature/Date _____

NRD Staff Signature/Date _____

Permit Number _____