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**MINUTES OF PUBLIC MEETING  
of  
THE ARIZONA STATE COMMITTEE ON TRAILS (ASCOT)  
of  
THE ARIZONA STATE PARKS BOARD**

Held on **Friday, January 25, 2013, at Arizona State Parks, in the Board Room of 1300 W. Washington Street, Phoenix, AZ beginning at 2pm.** The AG Office held an Orientation Meeting at 1pm for new members and current members that wanted to attend an overview of the state's Open Meeting Law and Robert's Rules of Order. No ASCOT business was discussed and no action was taken.

**Orientation Meeting:**

Meeting was called to order at 1:10pm.

ASCOT Members Present: Claire Miller, Patrick Kell, Craig Stevens, Jackie Keller, Richard Kesselman.

AG Office Representatives: Laurie Hachtel, Paul Katz.

Parks Staff Present: Robert Baldwin, Jerry Underwood, Jeff Prince

Assistant Attorney's General (AAG) Paul Katz and Laurie Hachtel explain Arizona's Open Meeting Laws and how they pertain to all of ASCOT's meetings, both regular full committee meetings and subcommittee meetings. The law is intended to provide for transparency and public access to government, quasi-judicial committees, and advisory committees, such as ASCOT. Newly appointed ASCOT members, as well as existing members requesting them, were given a copy of Arizona's Open Meeting Law, Conflict of Interest Law, and Robert's Rules of Order guide.

Staff explained the concepts of Roberts Rules of Order. Also, staff reminded ASCOT members to be recognized by chair prior to speaking, identify themselves, and speak clearly to make for a clear recording of the meeting. AAG and Parks Staff reminded ASCOT members to contact them with any inquiries as to meeting laws or other questions they may have regarding committee conduct.

**A. CALL TO ORDER AND ROLL CALL**

Regular Meeting Called to Order at 2:10pm.

**ASCOT Members Present:**

Craig Stevens, Backcountry Horsemen of Central Arizona (new member)

Jackie Keller, Citizen at Large

Laddie Cox, Citizen at Large

Patrick Kell, International Mountain Bicycling Assoc. (new member)

Doug Von Gausig, Citizen at Large (new member)

Linda Slay, Arizona Horse Council

Rick Kesselman, Volunteers for Outdoor Arizona

Claire Miller, City of Scottsdale (new member)

Phyllis Ralley, Citizen at Large

Laurel Arndt, Mountain Bike Assoc. of Arizona (joins telephonically)

Nick Lund (Chair), TRACKS-Pinetop/Lakeside

Bill Gibson, BLM

**B. INTRODUCTION OF MEMBERS AND STAFF**

**State Parks Staff Present:**

Robert Baldwin, Grants Coordinator

Doris Pulsifer, Chief of Resources

Kent Ennis, Deputy Director

Jerry Underwood, Recreational Trails Coordinator

Ellen Bilbrey, Public Information Officer

Jeff Prince, OHV Coordinator

**C. CALL TO THE PUBLIC – No response.**

**D. ASCOT ACTION ITEMS**

**1. ASCOT Will Review and Approve Minutes from the September 28, 2012 Meeting.**

**Kesselman makes motion to approve minutes. Slay seconds. Approved unanimously.**

**2. ASCOT Will Elect Chair and Vice-Chair positions for the committee.**

Chair indicates bylaws require a Chair, First Vice-Chair, STS Vice-Chair and a Public Outreach Vice-Chair to be elected. Once elected, the positions will serve immediately until they are replaced in 2014. Chair reminds the committee that Slay is the current STS Vice-Chair, the First Vice Chair is vacant, due to Pfender being off the committee.

**Slay nominates Lund for Chair. Kesselman seconds. Lund elected unanimously.**

**Cox nominates Kesselman for First Vice-Chair. Slay seconds. Kesselman elected unanimously.**

**Gibson nominates Slay for STS Vice-Chair. Ralley seconds. Slay elected unanimously.**

**Gibson nominates Ralley for Public Outreach Vice-Chair. Cox seconds. Ralley elected unanimously.**

**3. Update from the Subcommittee Reviewing Trails in the AZ State Trail System (STS)**

Jackie Keller, Chair of STS Subcommittee states the subcommittee met 4 times last year. The group addressed updating of the State Trails Guide, which is currently only in hardcopy form. At the December 12, 2012 meeting, Parks Staff Member Ellen Bilbrey indicated that State Parks has developed a partnership with ASU in which the school is developing a trail app. The app may provide a good platform for disseminating STS information. The subcommittee invited the ASU New Media Innovation Lab to this meeting to provide more information.

Ellen Bilbrey indicates the trail app is still in beta testing phase but the goal is to have it operational and fully available to the public in time for the International Trails Symposium. Bilbrey introduces Retha Hill, Director of the ASU New Media Innovation Lab.

Hill says the app will be available on both android and iphone platforms. Currently, the app only includes trails located in the City of Scottsdale, Maricopa County, City of Phoenix, and the City of Fountain Hills. All trails in the State Trails System will be included as well. Land managers will have access to the app database to update trail information and load new trails into the system. She explains features of the app including a search engine, hiking conditions, current location, directions to trailheads, and hiking safety information. Hill concludes presentation and opens up questions and discussion. She then introduces ASU students working on the app: Micah Jameson and Sasha Del.

Chair asks about the timing of the app development and when the app will be available. Hill indicates the app will be available 1 day after application to the google play app site, iphone apps take longer, perhaps a week and the state would need to apply for that with Apple. She indicates AZ Trails is the name to search for when looking to download the app. Hill invites members to allow the ASU students present to download the beta version on their personal phones during the meeting. Ralley asks Keller if STS Subcommittee has decided to "rate" trails for the guide or future app. Keller says no, the state will not rate trails, however, if the separate land managers provide ratings for trails which are uploaded into the app system, they those ratings will appear, but not from State Parks itself.

Von Gausig shows appreciation to app development team and indicates he is affiliated with American Rivers and that group is working on a "paddle trail" map for various sections of the Verde River. He asks Hill how information could be coordinated to include paddle trails in the app. Hill states that the develop team is open to conversations on how to widen the scope of the app to include paddling.

Kesselman also voices appreciation to the app effort and says various STS Subcommittees have been searching for quite some time on how to modernize and disseminate state trails information. He asks the team how they were able to incorporate 1600 trails into the app since the current STS guide has only roughly 700 trails.

ASU student Micah Jamison answers that the separate land managers sent the team GIS shapefiles which were used to develop the app. Therefore, many more trails are in the system in addition to just the STS trails. Claire Miller asks if other apple products such as ipod touch and tablets will be able to utilize the app. Hill indicates they will be able to access the app.

Laddie Cox asks if land use managers, such as the Forest Service, will have easy access to the app system so that they can keep the trail database updated. Jamison says that the applicable personnel at the various land management agencies will have access to easily update the app system. Bill Gibson asks if trails/trail updates will need to be entered individually into the system or if entire geo-databases can be entered into the system. Jamison answers that entire geo-databases, in the form of shapefiles can be entered into the system, not requiring individual entry. Gibson also asks who will manage and update the large "clearing house" of information once the app is complete, State Parks? Jamison says the individual land managers will have their own unique logins to manage their portion of the system. Gibson states "then we'll have to initiate data sharing agreements with State Parks and other groups". Kent Ennis replies, "yes, is that ok with you". Gibson affirms that is alright and preferred, stating "we've been looking to do this for many, many years".

Craig Stevens asks if the app will be free to the public. The app development team answers affirmatively that it is free to the public. Stevens also asks what type of coordinate system is used. Jamison replies that the data is lat/long in the shapefiles but he also said that UTM coordinates can be uploaded into the system.

Von Gausig asks about integration of this app with other apps, such as points of interest or wildlife information. Hill replies that those may be future additions to the app, as links, however, the current version focuses on trail use and safety.

Prince inquires about a scenario in which a land use manager enters a newly rerouted trail into the system. He asks what happens to the existing trail "line" as viewed on the app. What happens to that line's attributes such as elevation, etc, he asks. Is it overwritten? Jamison answers once the new data is entered, in this case a "line" representing the trail, the program will recalculate the attributes of that segment of the trail such as elevation, length, difficulty, etc.

Hill encourages scheduling a training session for land use managers in the next couple weeks to train them in the app use, prior to the International

Trails Symposium. She indicates the training session would be at least 2 hours in length. Chair asks if STS-designated trails will be highlighted in the app. Bilbrey indicates they could and should be highlighted. Chair also asks if the app will contain OHV trails. Bilbrey says at this time it's only non-motorized trails in the system. Future efforts may include adding OHV trails. Chair states that this may be a good topic for the upcoming ASCOT/OHVAG meeting to discuss.

Kesselman asks, "who has property rights to this app?" Hill answers that, according to state procurement office is set up, both ASU and Arizona State Parks will jointly share property rights with the app.

Keller states the STS Subcommittee recommends the existing hardcopy of the State Trails Guide not be updated, due to the app replacing it. Also, she recommends the subcommittee reviews the purpose and designation criteria of trails to be entered into the STS. The subcommittee may refine the designation criteria of trails in the STS. There may need to be a separate designation of trails to showcase special trails in the state.

**Keller makes motion to accept STS Subcommittee recommendations and to continue its work on reviewing STS criteria and potential new designation requirements. Gibson seconds. Approved unanimously.**

**4. ASCOT Will Discuss Their Involvement as Session Monitors and other positions necessary in the International Trails Symposium (ITS)**

Chair reminds committee that it volunteered to serve at the ITS as Session Monitors. He indicates, after discussion with ITS, they need 2 room hosts per session. 20 hosts are needed in total for April 15-17. One room host would greet the presenter, ensuring they're in the correct room and have the proper equipment provided in the room. A second room host would monitor attendance at the particular session, to ensure accurate accounting for Continuing Education Credits. Chair reminds committee that Nicole Armstrong-Best is the Volunteer Coordinator for State Parks and is working closely with the ITS, so she is a good contact for questions. He encourages members to go to the website ([www.americantrails.org/2013](http://www.americantrails.org/2013)) and volunteer.

**5. ASCOT Will Review and Discuss Proposed Changes to the Bylaws.**

Underwood states the bylaws have not been updated since ASCOT was reduced from 25 members to the current 15 member committee. He indicates it is good time to update them and make them uniform among all advisory committees, while ensuring they comply with current state law. The significant changes included in the proposed update are in the Attendance section and the limit of 2 consecutive 3 year terms. Any member absent for 4 consecutive meetings would forfeit the remainder of their term and be replaced on January of the following calendar year.

Slay states that the Horse Council has always had representation on ASCOT and since she has served multiple terms, with the proposed

changes, she would not be allowed to serve another term. She fears the learning curve to serve on the committee and a possible lack of volunteers to serve will limit the group's representation. Underwood reminds the group that other groups within the same mode of recreation are often represented in ASCOT, such as the new member Stevens, who represents the Horsemen of Central AZ. Chair voices concern over term limits, stating that it could cause a loss of knowledge base and experience for ASCOT. Ralley expresses concern that such a change could harm the wide-body of knowledge and experience that ASCOT holds. Lund explains that some committees have 8 term limits of 3 years each. Kesselman indicates the changes seem limiting and would not benefit trail users overall.

Von Gausig reminds the group that, as written in the agenda, he believes there's no proper way to address proposed changes in the bylaws in this current discussion. Underwood suggests to Chair that the group may table it and review possible changes in a future meeting.

**Von Gausig makes motion to table the discussion to the next meeting. Ralley seconds.** Discussion: Von Gausig reminds group that future agenda item should be written to allow for discussion and reflect the bylaw requirement that any proposed change would not be voted on until the following meeting from that discussion meeting. Chair asks if Parks Board is required to approve any bylaw amendment. Pulsifer indicates the Parks Board has reviewed them in the past. **Table of discussion is approved unanimously.**

**6. ASCOT Will Discuss and May Select a Subcommittee to Identify a Project for Nomination to the 2013 Achievement Awards by the Coalition for Recreational Trails.**

Underwood explains that staff was notified, via email, of the nomination process by the Coalition for Recreational Trails to recognize RTP-funded projects on a national stage. The awards will take place in Washington, D.C. in June of this year. Underwood recommends the group may want to form a subcommittee to nominate a particular RTP-funded project, with the reminder that the nomination must be forwarded to the Coalition by March 29<sup>th</sup>. Chair asks for volunteers to serve on the subcommittee, with the understanding that staff would supply information on RTP-funded projects and recommend the top 5-10 RTP projects to the subcommittee.

**Von Gausig, Slay, Miller and Cox volunteer for the subcommittee. Chair asks Von Gausig to serve as Chair of the subcommittee. Von Gausig agrees.**

**E. DISCUSSION**

**1. Staff Will Provide New Members with information on using the State Parks volunteer database to record volunteer hours.**

Chair encourages new members and existing members to utilize the database. All activities related to volunteering with ASCOT, including

regular meetings, travel time, meeting prep, and subcommittee service, can be recorded. If you have questions, the State Volunteer Coordinator for State Parks is Nicole Armstrong-Best and she can help you with questions. The volunteer tracking website is [www.azstateparksvolunteer.com](http://www.azstateparksvolunteer.com). Username is full first and last name. Password is ASCOTvol#1

## **2. ASCOT Member Reports**

Stevens reports that the Forest Service, IMBA, and the City of Sedona have been coordinating a series of meetings to update the non-motorized trails. Also, a trail system is being scoped out along the Verde Front and public input on that continues.

Cox reports that the Arizona Trails Assoc. has been working on trailhead development and recently installed 26 steel posts at the Freeman Road Trailhead.

Kell reports on IMBA trailcare crew, a roving trail development training is putting on many workshops across the state this winter. IMBA has been working on the Rainbow Rim Trail extension and the City of Phoenix to develop an urban bike park.

Von Gausig reports on paddle trails on the Verde River. There's about 40 miles of river that run through the Verde Valley. The Town of Clarkdale and Arizona State Parks have agreed to allow the town manage the portion of the Verde Valley Greenway which is in Clarkdale as a "put in, take out" access point for the river and a day-use area. The town is now working with Freeport-McMoran to manage an additional site of similar size. Additionally, The Dept. of Interior's "America's Great Outdoors" initiative is looking at National Blueways-essentially paddle trails. He hopes the Verde River is selected to be a pilot program for the initiative. He invites members to a paddle tour of the river. Contact him for more information.

Slay reports on Black Canyon Trail. The Big Bug Trailhead on Hwy 69 has been graded off and is ready for development. Horse Council has been working on issues in Southern AZ regarding jaguar habitat surveys.

Kesselman reports on VOAZ activities on the Highline Trail, Horton Creek Trail, and the Granite Mountain Trail. VOAZ is also performing contract for the City of Phoenix on many projects including a user survey and rerouting of Pima Canyon trails.

Miller reports on Scottsdale's McDowell Sonora Preserve. The city recently purchased 6,400 acres from the State Land Dept. and is now in the process of pairing down nearly 300 miles of trails to a manageable and sustainable 150 miles of trail. Trail contractors are working on completing several new trails including a new equestrian trail.

Ralley reports the Arizona Trail Assoc. annual meeting is coming up on Feb. 2<sup>nd</sup> at South Mountain Park.

Chair reports that TRACKS has undertaken the safety blue diamond project. Blue diamond symbols along the trail networks are placed and GPS'd to increase user safety. This aids in reducing emergency response time.

Gibson reports that the BLM has a youth crew working on the Black Canyon Trail's Copper Mountain Loop. Also, the San Juan Baptista de Anza trail, a historic trail, will be determined and a recreational trail will be created in the next several years. The Kingman Field Office has partnered with the City of Kingman on trail development.

**F. TIME AND PLACE OF NEXT MEETINGS AND CALL FOR FUTURE AGENDA ITEMS**

April 26, 2013 is a joint ASCOT/OHVAG meeting. Time and place are to be determined. Saturday, June 29<sup>th</sup> in Pinetop and Saturday, October 12<sup>th</sup> in the Verde Valley are tentative dates and locations for 2013 ASCOT meetings.

**G. ADJOURNMENT**

Ralley makes motion to adjourn. Kesselman seconds. Approved unanimously.