



Doug Ducey  
Governor

# ARIZONA STATE PARKS & TRAILS

Celebrating 60 Years!

Sue Black  
Executive Director



MINUTES OF PUBLIC MEETING  
of  
The Arizona State Parks Board  
of  
ARIZONA STATE PARKS AND TRAILS  
On  
August 18, 2017

**A. CALL TO ORDER**

10:00 am—Shawn Orme called the meeting to order.

**B. PLEDGE OF ALLEGIANCE**

**C. BOARD MEMBERS ROLL CALL**

**Members Present:** Kay Daggett (phone), Shawn Orme, Lisa Atkins, Terri Palmberg, Orme Lewis, Dale Larsen, John Sefton. **Quorum was established.** Since it was the first meeting with new members present in person, John Sefton, Dale Larsen and Terri Palmberg all give short bios to the group. Ms. Daggett asked what group Mr. Larsen represented (public) and Ms. Palmberg represented (professional)

**D. ACTION ITEMS**

**1. Approval of meeting minutes from May 24, 2017**

Ms. Orme stated that the discussion regarding the Section E #1, wanted the objection to the AMS document having the indicator that the Parks Board as a challenge was missing. Mickey Rogers stated he would add this.

*Mr. Larsen moved to approve noting the correction, Ms. Palmberg seconded. Motion Passed.*

**2. Review for approval the Arizona State Parks and Trails Mission and Vision**

Dawn Collins talked approving our mission and vision as part of our CAPRA accreditation. This is part of the required of CAPRA. For CAPRA, we are sending our self-evaluation by December of 2017. This is the first state park in the nation that will be looking for certification in the nation. Will find final results by September of next year. Mr. Lewis if Board takes exception to one of standards. Ms. Collins stated there is an extensive review of the entire application. Mr. Sefton said that CAPRA is a multi-year approach and that endeavor in itself will get great value. Ms. Palmberg looked at the document and it is very detailed and applauded the team staff. Dawn Collins read the mission and vision of Arizona State Parks. Ms. Daggett suggested that the mission be added at the heading of all agendas and this be part of every meeting.

*Ms. Daggett moved to approve, Mr. Lewis seconded. Motion passed.*

**3. Arizona State Parks and Trails Strategic Plan:**

Dawn Collins discussed ASPT's strategic plan. She talked about the process, the group involved and the public input that assisted in setting these goals and objectives. Mr. Larsen recused himself because of his work with ASU.

*Ms. Palmberg moved to approved. Mr. Sefton seconded. Mr. Larsen abstained. Motion passed.*

**4. Review for approval the AORCC and ASCOT recommended Arizona Premier Trails System**

Mickey Rogers discussed the recently recommendations for 6 additions to the Arizona Premier Trail System by the Arizona State Committee on Trails and the Arizona Outdoor Recreation Coordinating Commission.

*Mr. Sefton moved to approve. Mr. Lewis seconded. Motion passed.*

**5. Fiscal Year 2018 Non-Appropriated Budget.**

Jim Keegan discussed the non-appropriated budget for Arizona State Parks for FY 2018. He also stated that the appropriated budget is approved by the legislature. The non-appropriated budget is a recommendation from the agency to the board. Ms. Daggett asked when the appropriated funds are approved. Mr. Keegan—in January the governor submits his appropriated budget and approved in May. Ms. Daggett asked if the non-appropriated budget is approved at the same time. Mr. Keegan stated yes. Mr. Lewis asked if the appropriated budget was consistent with request. Mr. Keegan stated yes. Ms. Atkins stated that the budget appropriated are part of the Governor's budget not the state parks budget and reviewed in September. Ms. Daggett asked a question to the AG's office re: the responsibility of the Parks Board and if it has to approve both the appropriated and non-appropriated budget. The AG stated it was the board needs to approve the non-appropriated budget. Ms. Daggett asked if the appropriated budget submitted to the governor have to reviewed by the Board. The AG will look at the specific statutes. But this action is on the non-appropriated budget. Ms. Orme stated to be clear, the board should look at the budget that will be submitted to the governor this September. AG stated yes. Mr. Lewis stated that is a little late for the board to look at the budget before the fiscal year. Mr. Keegan stated normally it is approved after the appropriated budget if approved. Ms. Daggett asked that the board can look at the recommended budget that is going to the governor in September sent by e-mail to the members. Mr. Keegan stated he would talk with the AG about this.

*Ms. Daggett moved to approve. Ms. Palmberg seconded. Motion passed.*

**6. Elimination of outdated State Statutes.**

Ben Stewart discussed that there was a meeting with some of the members of the Board, Land Commission, AG and Parks staff and agreed that the statutes in the packet be recommended for elimination.

*Ms. Palmberg moved to approve. Ms. Daggett seconded. Motion Passed.*

**E. DISCUSSION ITEMS**

**1. Presentation of the Conceptual Plan for Rockin River State Park.**

Skip Varney, Chief of Development introduced Wayne Colebank, from Logan Simpson who are the consultants on this project. Wayne gave a presentation on proposed plans for Rockin River. Mr. Lewis asked when the property was acquired and price of property and source of Funds? Skip Varney stated that it was acquired from the Nature Conservancy for \$7,000,000 using Heritage Funds. Mr. Lewis asked about rights on the property? Skip stated there were water rights and APTS are working with SRP. Mr. Lewis asked about the acre/feet. Skip stated 55.6 acre feet. Mr. Lewis asked about if the proposal is looking at carry capacity and timeline. Skip stated it will be completed, capacity will have 100 parking capacity, 7 cabins, group site—40 campsites for tent camping. Mr. Lewis asked about Heritage fund paid for the acquisition, how is the \$4 million fund and what is funding source. Skip stated it was user fees. Mr. Larsen asked what would be used if there were other expenses and where this would come from. Skip stated they only have a 4 million dollar and that will cover the development. Ms. Orme asked what is the best guess or more money to develop. She is skeptical as to what would be needed to complete. Skip—That would be phase II and between 1.5-2 million. Mr. Larsen asked about the archeological survey and what was found. Skip stated that it was surveyed and approved by SHPO and nothing was found. Ms. Orme asked about the trails to the river and if anything was found. Skip said if they found an archeological artifact during

construction, then yes construction would be delayed until the survey was done. Ms. Atkins if the board could have updates regularly. Ms. Orme stated that she had attended two public meetings and one with a lot of concern from residents. The most recent meeting, the residents who had concerns were embracing the project.

**2. Presentation of Conceptual Master Plan for Upper Cattail Cove State Park.**

Skip Varney gave a brief overview of the master plan for Cattail Cove State Park. He introduced employees of Kimley Horn who talked about the process. They presented the plan to date. Mr. Lewis asked about carry capacity of the lake and long term impact. Kimley Horn stated that part of the NEPA process is to look at carrying capacity. It is also part of the permitting process. Mr. Lewis asked about the lease at Cattail Cove State Park concessionaire. Jim Keegan stated that we are still working on that contract. Mr. Lewis asked about the budget. Kimley Horn stated the budget is 6.2 million from state parks, 5 million FLAP grant, and anticipate 4 million from concessionaire. Ms. Orme—Is there an RFP process for concessionaire? Mr. Keegan stated it was put out and one that applied and are working with them. Mr. Larsen wanted to know if the board approves master plan. Mr. Keegan stated that the board does not have to approve the master plan but would like the board up to date. Ms. Orme asked if the board is to approve master plans to the AG? AG—will bring this up at a later meeting and other involvement.

**3. Annual Pass Program**

Melissa Green discussed the changes to the annual pass program and the new design of the annual pass which will allow us to track our trends and users. Ms. Palmberg asked how much these new passes to create. Melissa said it with cost nothing. Mr. Larsen asked how much is the pass. Annual pass is \$75 and premium pass is \$200 which allows access to all parks. Ms. Daggett talked about how this pass will collect data and demographics which will help with research for tourism. Mr. Lewis stated that the cost of the pass at \$200 is quite a bit more than a National Park Pass and is little concerned that this may prevent some not being able to afford the pass. Sarah Steele stated that now that we have the new pass, we can look at who is using our pass. Mr. Lewis was asking if we are looking at a pass for just one park. Sarah said that there has been discussion on regional passes, park passes but again until we get this information we won't know. Ms. Lewis talked about making our parks affordable and accessible.

**4. Boyce Thompson Arboretum audit.**

Belinda Director of Finance and Administration talked about the audit that had taken place at Boyce Thompson. Ms. Orme asked if U of A was going to have a bigger part in the operation of Boyce Thompson. Belinda said emphatically no. Mr. Larsen asked how did this audit compare to the annual audit. Belinda stated this audit was more about of concerns from stakeholders. Mr. Larsen asked about inappropriate credit card charges. Belinda stated there were not necessarily inappropriate but no documentation. Ms. Daggett asked about the 3agency board. Belinda stated that it hasn't been very active in the last 6 years. There will be 2 representatives from parks, 2 from the Boyce Thompson Foundation and two from the University of Arizona. The group will meet in September to look at the current agreements. Ms. Daggett asked if the Board is not a participant in the Tripartie, could members be invited to attend. Belinda stated that it is her understanding the Mr. Keegan and Director Black will represent State Parks. Ms. Daggett requested that there be further clarification on this Arboretum board. Laurie (AG) stated that they will work with Mr. Keegan to put something together. Ms. Orme stated that they expect at a minimum to have a report at the next Board meeting on the September 24<sup>th</sup> meeting. Mr. Keegan stated he had been on the board for 1 ½ years and saw the numbers which raised questions. Past staff at the Arboretum were told not to talk with State Parks staff or Arizona State Parks Board members. He found it very ironic that there are two positions on the foundation board and he is currently one of them and evaluating who would be the second. There are a number of vacant positions of the board. The two former state park employees who represented this agency on the board have now moved into other positions on the board by the board foundation and the board chair. There are some real challenges with that as both Jay and Kent had fiduciary responsibilities to be looking at these numbers when their former coworker Mark was pulling the

wool over their eyes so he thought it was us pushing on the former administrator to show us numbers that started to make the university to take a look at. It was state parks asking to show us their numbers which was a \$300,000 deficit. It is his understanding that the Tripartite committee has not met in 17 years. The discussion with the three groups will present a lot of challenges and a lot of great opportunities. They are looking at the numbers. Ms. Orme stated we can't look back and want to look forward.

**5. BTA Tripartite Agreement Overview**

This discussion item was included in Item 4.

**6. Recognition of Awards and Achievements**

Michelle Thompson, Interim Marketing Chief, discussed several of the awards and recognition that State Parks has received in the past year.

**7. National Association of State Parks Directors Annual Conference.**

Matt Eberhart discussed next year's Association of State Parks Directors Annual Conference that will be held in Sedona.

**8. Election of Officers**

Laurie Hatchel, AG's office discussed the election of officers which generally takes place in January. Typically, the vice-chair will take over for the chair and generally it is the last year for the chair. She also talked about filling vacancies. If Chair or Vice-chair are not at a meeting, the members will select a chair for that meeting. Ms. Daggett asked is planning of fulfilling her obligation which is over in January. She would like to request to elect officers at the next regularly meeting. She asked if that was allowed. AG's office will explore that. Ms. Orme is in full support to keep Ms. Daggett as chair until January. Ms. Orme also said there is precedent to remain on the board for another term as past chair. Laurie stated she could until the vacancy is filled.

**F. CALL TO THE PUBLIC –**

Janice Meoria from Arizona Heritage Alliance talked about the Heritage Alliance and wanted to voice her support and continuation of the Arizona State Parks Board.

**G. TIME AND PLACE OF NEXT MEETING –**

Ms. Orme stated that since the meeting went over three hours that the Board should meet more often and hold a meeting in September. Ms. Palmberg stated that is easier for have longer meetings rather than more meetings. Mr. Lewis stated the tradition has to meet 8-10 year. Mr. Sefton felt that quarterly meetings are easier especially with his work schedule. The AG's office stated the minimum required is quarterly. Mr. Larsen stated that staff should define these meetings more often if needed and does not mind sitting for longer meetings and also to extend these to other areas and would like more meetings at State Parks. It will allow the public to attend these meetings. Ms. Daggett asked about the meeting at Camp Verde which was supposed to be there. She suggested that the quarterly meetings at parks and if action items such as reviewing the information due in September that the meeting be held when needed.

**H. ADJOURNMENT**