



Doug Ducey
Governor

ARIZONA STATE PARKS & TRAILS

Celebrating 60 Years!

Sue Black
Executive Director



Minutes
of
The Arizona State Parks Board
of
ARIZONA STATE PARKS

A. CALL TO ORDER

Chairman Daggett called the meeting to order at 10:00 a.m. on Friday, March 31, 2017, at the Arizona State Parks and Trails office, located at 23751 N. 23rd Ave, Suite 190 in Phoenix.

B. PLEDGE OF ALLEGIANCE

C. BOARD MEMBERS ROLL CALL

Members Present

Kay Daggett, Shawn Orme, R.J. Cardin, Orme Lewis, Bernard Sanden, Lisa Atkins

Staff Present

Sue Black, Jim Keegan, Mickey Rogers, Sean Hammond, Matt Eberhart, Dawn Collins, Skip Varney, Russell Moore, Sarah Steele, John Guthrie, Japheth Hurlbut, Dean Arnold, Jeff Schmidt, Katie Calacci, Keith Ayotte, John Guthrie, Athena Sparks

D. ACTION ITEMS

1. Approval of meeting minutes from November 11, 2016.

Motion: Mr. Cardin moved to approve the minutes from the November 11, 2016 Mr. Lewis seconded the motion. Unanimous approval

2. Review and recommend Safety and Environmental Education Program funding levels from the available Recreational Trails Program (RTP) funds, and proposed scoring criteria for fund distribution.

Mickey Rogers discussed the Recreational Trails Program and the program allows for up to 5% of apportioned funds can be used for Safety and Environmental Education. OHVAG, ASCOT and AORCC have already approved this application and related scoring for the application. Mickey stated that we are working for standards for signs and also monitor the projects. Only trails open to the public are eligible. We have to obligate all of the money within a fiscal year or the funds will be lost.

Motion: Ms. Atkins moved to approve the Safety and Environmental Application and the scoring criteria for this grant. Mr. Sanden seconded the motion. Unanimous approval

3. Review and recommend the approval of Mitigation & Emergency Repair Grants

Matt Eberhart discussed that the Mitigation and Emergency Repair Grant was presented to the Board in 2016. State Parks omitted to put this on the action item agenda to allow for State Parks to approve these grants. The funds come from the OHV recreation fund and are available for emergency mitigation due to things such as vandalism or natural disasters.

Motion: Mr. Sanden moved to approve allowing state park staff to approve the Mitigation and Emergency Repair Grant. Ms. Orme seconded the motion. Unanimous approval

4. Review and recommend approval of the Signage Grants program Matt Eberhart discussed a new program where \$80,000 would be set aside for signage available for OHV trails. Sponsors would request these signs through ASP and ASP would approve these using approved signs at approved vendors. Funding would come from the Off-Highway Vehicle Recreation fund.

Motion: Mr. Sanden moved to approve the signage grant program and allow staff to approve these grants—Ms. Orme seconded. Unanimous approval

5. Review and authorize the BLM Ambassador Supplemental Work Order (FY 2018)
Mickey Rogers talked about the BLM Ambassador Program being funded with OHV funds for the past three years. The program continues to be a success and allows the program to continue for another year.

Motion: Ms. Atkins moved to approve funding the BLM Ambassador Supplemental Work Order for Fiscal Year 18. Mr. Lewis seconded the motion. Unanimous approval

6. **Review the Nominating Committee recommendations for 2017 new advisory committee members. (both ASCOT and OHVAG)**

Mickey Rogers discussed the most recent applicants for ASCOT. There were 8 vacancies and 10 applicants. There were concerns that there are too many members from Pima and Maricopa County and wanted ASCOT to recruit from other counties and to make sure that all user groups are represented. Mickey said he would discuss this at the next ASCOT meeting and Mickey also talked about the process for selected the proposed new members of OHVAG. All were interviewed and recommended by OHVAG as very qualified applicants.

Motion: Ms. Atkins moved to approve 8 new members of ASCOT and 4 new members of OHVAG that were recommended by OHVAG, ASCOT, AORCC. Mr. Lewis seconded the motion. Unanimous approval

7. **Arizona Premier Trails System (APTS)**

Mickey Rogers talked about the creation of the APTS. There were 5 applications that were submitted and two scored high enough to be recommended for inclusion into the Arizona Premier Trail System. A concern was brought up of what the process is when the system reaches its limit of 100. ASCOT stated inclusion is on a 5-year cycle and they will have to reapply after 5 years. There isn't any type of funding included in this.

Motion: Ms. Atkins moved to approve the White Mountain Trail System and the Will Burro Trail for inclusion into the Arizona Premier Trail System. Mr. Leis seconded the motion. Unanimous approval

8. **Review and make recommendations for Land and Water Conservation Fund Projects to be funded.**

Mickey Rogers discussed the four recent applications for funding from the Land and Water Conservation Fund. Staff reviewed these and using the approved 2013 SCORP Open Project Selection Process scoring with the list of their projects. All of the applicants were given time to talk about their projects with the members of AORCC. There was a lengthy discussion on priorities of the proposed projects and how do you determine the greatest need. The consensus of the group is that the rural communities and remote areas will help assist in justifying the reauthorization of the Land and Water Conservation Fund. There were some additional discussion with the members and the sponsors as to how if they reduced funding, would their project be impacted. AORCC felt the need for recreation in rural communities give their economic reality of assistance came up with their recommendations.



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Motion: Mr. Cardin moved to approve funding Coconino County for \$150,620.50, Fredonia for \$176,400, La Paz County for \$77,510 and Pima County for \$61,469.50. Ms. Atkins seconded the motion. Unanimous approval

E. DISCUSSION ITEMS

1. Statewide Comprehensive Outdoor Recreation Plan (SCORP) and Arizona State Parks and Trails Strategic Plan update

Dawn Collins gave an update on SCORP and process...partner with ASU

- SCORP has been drafted and is out for public comment
- Is set to expire December of 2017
- That AORCC set-aside a working session to talk about SCORP to come up with criteria to approve future projects before submitting to National Park Service for final approval.
- Final draft done in May 10th...Ms. Daggett—will they be able to have input and discuss before final plan

Strategic Plan—Again partnered with ASU...many members participated...available on web as a draft...can give input...now are assigning tasks and will be done by the end of the year...and talked about carrying capacity which is part of plan. Ms. Lewis would like a hard copy of all documents.

2. Arizona Management System – Progress, updates and issues

Dawn Collins discussed the Arizona Management System

- One of Governor Ducey’s objectives to provide better public service.
- ASP has key indicators we track
 - Revenue 3% increase is goal...17 million is our stretch goal.....
 - Visitation 2% above target
 - Volunteers—slight improvement—will meet that goal
 - On-line reservation— are a little behind target
 - Occupancy Rates—Stay the same....set a baseline
 - Digital Traffic—set 25% and have exceeded this
 - SHPO—electronic submittal—first year—set goal of 33% submission
 - Several others
- Set Goals from these indicators to improve our customer service and look at our processes to better serve the public.

Customer satisfaction is measured with on-line surveys. We do also look at carrying capacity of the parks.

3. Arizona State Parks Capital Projects update

Sarah Steele talked about operations setting goals including revenue who is the driving force in field by review of procedures. State parks is looking to be the first state park system to be CAPRA certified. The board would like park by park reports.

Skip Varney—special projects...developed project request form that goes through a review process...Makes this go through review process in office with accountability and does not get held up in office...key component is that it goes through all of the clearances....set priorities with due date...have construction services with team to do improvements in the parks, north, south and west...doing assessments of buildings, roads, wastewater, utilities, trails, and add to asset management plan.

Russell Moore—Discussed our CIP plan...and going to accomplish this plan with a backlog

of \$20 million...have several agencies on board that we can choose to do a project without the regular process...Have a library of professional services and have on-call professional services...and also general contractors...and have selected 16 firms...much quicker process...most projects are under design

Trail Assessment/LWCF Inspection Process

The three GIS interns gave a demonstration of the work that they have done in the past year.

- Developed a GIS based inspection process for LWCF projects and completed over 500 inspections in less than a year.
- Discussed the process of collecting data for all of our utilities at state parks and putting this on a GIS system.
- Discussed using a HETAP machine to collect detailed trail data at state parks. The interns showed the data they have collected to date in several different formats. They hope to be completed with all state parks by the end of the calendar year.

Mickey said that development is looking closely at carrying capacity at all of our parks. Ms. Atkins— what other types of governments using this data. Jeff stated we are collecting to federal standards.

Ms. Atkins talked about agency and how they address the Governor's directives to deliver services...talked about how parks has evolved in last year...especially without general fund knowing that they are going after the gold medal...Monday Sue will be recognized 30 women in Maricopa County and Sue is the only government official...Outstanding women in business...and know she will be accepting this for entire agency....

- F. CALL TO THE PUBLIC** – Those wishing to address the Board must register at the door and be recognized by the Chair. Presentation time may be limited to three minutes at the discretion of the Chair; the Chair may limit a presentation to one person per organization. The Board may direct staff to study or reschedule any matter for a future meeting.

Liz Krug...just wanted to thank the board for the approval of the LWCF of their grant. **Wanted to Charles Etherly...**work with a fantastic team...share with background with what has happened particularly Contact Point. When he came on in 2010 wanted to develop a master plan of entire area. This was done in 2011 and project hit several issues. In last year and a half wanted to show all that has been done in such a sort amount of time...and have started construction..city is working with them and talked about whole team and how everyone was involved...including City officials...will be a major economic benefit for not only park but entire community.

G.

H. TIME AND PLACE OF NEXT MEETING

1. Board members may wish to discuss issues of interest to Arizona State Parks request staff to place specific items on future Board meeting agendas.

The Board would like to become more engaged...more than once a quarter. If there are action items that need to be acted on, there could be additional meetings.

F. ADJOURNMENT