



NOTICE OF THE REGULAR MEETING OF THE TOWN OF FOUNTAIN HILLS MCDOWELL MOUNTAIN PRESERVATION COMMISSION

TIME: 5:00 P.M.

WHEN: TUESDAY, OCTOBER 22, 2019

WHERE: FOUNTAIN HILLS COUNCIL CHAMBERS

16705 E. AVENUE OF THE FOUNTAINS, FOUNTAIN HILLS, AZ

**A majority of the Council members may be in attendance. No official action will be taken.
McDowell Mountain Preservation Commissioners will attend either in person or by telephone conference call**

PROCEDURE FOR ADDRESSING THE COMMISSION

Anyone wishing to speak before the Commission must fill out a speaker's card and submit it to the Executive Assistant prior to Commission discussion of that Agenda item. Speaker Cards are located in the Council Chamber Lobby and near the Executive Assistant's position near the dais.

Speakers will be called in the order in which the speaker cards were received either by the Executive Assistant or the Commission Chairperson. At that time, speakers should stand and approach the podium. Speakers are asked to state their name and whether or not they reside in Fountain Hills (*do not provide a home address*) prior to commenting and to direct their comments to the Presiding Officer and not to individual Commissionmembers. Speakers' statements should not be repetitive. *If a speaker chooses not to speak when called, the speaker will be deemed to have waived his or her opportunity to speak on the matter. Speakers may not (i) reserve a portion of their time for a later time or (ii) transfer any portion of their time to another speaker.*

If there is a Public Hearing, please submit the speaker card to speak to that issue during the Public Hearing.

Individual speakers will be allowed **three** contiguous minutes to address the Commission. Time limits may be waived by (i) *discretion of the Community Services Department Director upon request by the speaker not less than 24 hours prior to a Meeting*, (ii) *consensus of the Commission at Meeting* or (iii) *the Chair either prior to or during a Meeting*. Please be respectful when making your comments. If you do not comply with these rules, you will be asked to leave.

Notice is hereby given that pursuant to A.R.S. §1-602. A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Town Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

The agenda for the meeting is as follows:

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. CALL TO THE PUBLIC**

Pursuant to A.R.S. §38-431-01(G), public comment is permitted (not required) on matters not listed on the agenda. Any such comment (i) must be within the jurisdiction of the Commission and (ii) is subject to reasonable time, place, and manner restrictions. The Commission will not discuss or take legal action on matters raised during "Call to the Public" unless the matters are properly noticed for discussion and legal action. At the conclusion of the call to the public, individual Commissioner may (i) respond to criticism, (ii) ask staff to review a matter or (iii) ask that the matter be placed on a future Commission agenda.

- 4. CONSIDERATION of Approving the September 16, 2019 meeting minutes**

5. **DISCUSSION AND CONSIDERATION** to Appoint Commission Members to Three (3) Staggered Terms
6. **DISCUSSION AND CONSIDERATION** of the Conservancy “Host” Program Adero Canyon Trailhead (ACT)
 - a. Continuation of host program with expanded days
 - b. First Aid Kits to be provided and used by the Conservancy hosts
 - c. Refresher training class and schedule for hosts
 - d. Purchase of a storage cabinet for trailhead supplies
 - e. Provide status updates
7. **UPDATE** on Trail Counter Activity
8. **UPDATE** on Adero Canyon Trailhead Construction
9. **UPDATE AND DISCUSSION** of 2019 MMPC Workgroups
 - a. Preserve Marketing and Fairs
 - b. Safety
 - c. Trailheads
 - d. Value of Preserve
10. **NEXT MEETING DATE**
 - a. November 26, 2019
11. **ADJOURNMENT**

The Town of Fountain Hills endeavors to make all public meetings accessible to persons with disabilities. Please call 480-816-5100 (voice) or 1-800-367-8939 (TDD) 48 hours prior to the meeting to request a reasonable accommodation to participate in the meeting or to obtain agenda information in large print format. Supporting documentation and staff reports furnished the Commission with this agenda are available for review in the Community Services Office.

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at _____ a.m./p.m. in accordance with the statement filed by the Town Council with the Town Clerk.

Dated this 17th day of October, 2019.

By: _____
Jamie Salentine, Executive Assistant



**TOWN OF FOUNTAIN HILLS
MINUTES OF THE REGULAR MEETING OF THE
MCDOWELL MOUNTAIN PRESERVATION COMMISSION
SEPTEMBER 16, 2019**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Myers called the meeting of Tuesday, August 27, 2019, to order at 6:00 p.m. in the Council Chambers at Town Hall, located at 16705 East Avenue of the Fountains, Fountain Hills, Arizona.

2. ROLL CALL

COMMISSIONERS PRESENT: Chairman Bill Myers, Commissioners Thomas Aiello, Bill Craig, and Paul Garvey.

COMMISSIONERS ABSENT: Vice Chairman Tom Barberic and Commissioners Scott Grzybowski and Darrienne Slater.

STAFF PRESENT: Community Services Director Rachael Goodwin and Executive Assistant Jamie Salentine.

3. CALL TO THE PUBLIC

There was no comments from the citizens present.

4. CONSIDERATION OF APPROVING THE AUGUST 27, 2019 MEETING MINUTES

Chairman Myers asked that a correction be made to item #12(b) and clarified that Toll Brothers is still overseeing the project however, Marksmen Security no longer monitor the project area.

Commissioner Garvey requested a correction to reflect item #5 fourth paragraph to read, Commissioner Garvey emphasized the only vetting criteria applied for the AED is safety and instead utilize the vetting process particularly when costs are incurred to the Town.

Commissioner Craig moved to approve the August 27, 2019, meeting minutes as amended, seconded by Commissioner Myers; passed unanimously by those present (4-0).

5. REVIEW AND CONSIDERATION TO RECOMMEND 2020-2023 COMMUNITY SERVICES STRATEGIC PLAN TO TOWN COUNCIL

Community Services Director Rachael Goodwin explained that the 2020-2023 Community Services Strategic Plan is staff drafted and is unaware of an existing department strategic plan. She noted that the process started over one year ago and the entire Community Services Department has endorsed the plan. She pointed out that the next steps include the support of the strategic plan from both the McDowell Mountain Preserve Commission (MMPC) and the Community Services Advisory Commission (CSAC),

review from Town Manager Grady Miller, and final approval by Town Council. She added that the plan is a guideline of the goals the department has over the next three years. **(See Attachment 1)**

In response to question posed by Commissioner Craig, Ms. Goodwin stated that MMPC had a sunset clause however; at the end of 2018, Town Council abolished the sunset clause.

In response to a question from Commissioner Garvey, Ms. Goodwin replied that Vision #2, 1b(i) can be amended to read Parks' and Preserves' as well as verifying any other "preserve" areas within the strategic plan to add MMPC too.

Commissioner Myers moved to support the recommendation to Town Council of the 2020-2023 Community Services Strategic Plan, seconded by Commissioner Aiello; passed unanimously by those present (4-0).

6. UPDATE ON AUTOMATIC EXTERNAL DEFIBRILLATOR (AED) AT ADERO CANYON TRAILHEAD (ACT) – TABLE UNTIL FURTHER NOTICE

Chairman Myers commented that the ACT bathrooms are not open; however, once open this item will be placed back on the agenda.

The Commission concurred to table the item until further notice.

7. UPDATE ON TRAIL COUNTER ACTIVITY

Chairman Myers pointed out that three (3) trail counters were not visited to note the count and of those, two (2) need batteries. He noted that Stan Ruden collects the counts and is currently out of town and once he returns the batteries will be replaced. **(See Attachment 2)**

8. UPDATE ON JOINT MEETING WITH STAFF AND MCDOWELL SONORAN CONSERVANCY – TABLE ITEM UNTIL FURTHER NOTICE

- a. Volunteer Forms
- b. Liability obligations
- c. Additional Topics Discussed

Community Services Director Rachael Goodwin commented that the item will be placed back on the agenda once a meeting has been scheduled. She added that she would prefer to have the new Volunteer Coordinator on board.

Chairman Myers requested that staff look at surrounding communities for their volunteer group agreements too.

The Commission concurred to table the item until further notice.

9. UPDATE ON CONSERVANCY “HOST” PROGRAM

Commissioner Craig reviewed the report provided by Pam Cissik, Co-Chair of the Sonoran Conservancy of Fountain Hills (SCFH) that explained the conservancy host duties. He pointed out that the conservancy is requesting feedback on five (5) listed items. **(See Attachment 3)**

Community Services Director Rachael Goodwin stated that the host program in Fountain Hills is well received. She noted that she will need to address the list with Parks Superintendent Kevin Snipes; however, number five (5) will take additional time, as more staff will be involved. She added that she will speak with Town Manager Grady Miller on continuing the host program and provide the feedback to the Commission at a future meeting.

Chairman Myers requested that the first four (4) items be placed on the next agenda.

10. UPDATE ON EAGLE RIDGE DRIVE

Community Services Director Rachael Goodwin reviewed the meeting on September 12, 2019 that included staff, Toll Brothers, and Epcor. She pointed out that the timeline was discussed and the opening of the trail looks to occur by January 2020, which includes blacktop to the trail, however, no utilities (ex: bathrooms) which will be completed later. She noted that the Town gave Toll Brothers 30 days from the date of meeting to provide pedestrian access to the trail, which has been endorsed by the Public Works Director and Town Manager. She stated that she will keep the Commission up to date on any changes.

In response to a questions posed by Chairman Myers, Ms. Goodwin responded that the restrooms may be completed by summer 2020; they need to pump water up to the restrooms.

In response to a question from Commissioner Craig, Ms. Goodwin reported that parking would be at the end of the current asphalt however, scheduled hikes were not discussed to address that parking.

In response to questions posed by Chairman Myers, Ms. Goodwin confirmed that port-a-lets will be provided once access by the vendor can occur with regular cleanings. She added that funding has been budgeted for the bathrooms and/or port-a-lets. She noted that the marble area is being looked at, however, not sure how to stabilize in addition to looking at how to direct the drainage.

In response to a question from Chairman Myers, Ms. Goodwin commented that she could not speak upon the emergency roadwork with heavy equipment, since the item was not discussed at the meeting.

In response to a question posed by Commission Garvey, Ms. Goodwin responded that she would need to look into the issue of the heavy equipment in the preserve.

Ms. Goodwin clarified that Planning and Zoning oversee the Developer’s Agreement (DA) and she oversees the trailhead and preserve.

Discussion ensued relative to the DA and the emergency road access and maintenance.

Commissioner Garvey stated that the MMPC Charter states to maintain the existing undisturbed desert landscape and that the MMPC should be against the emergency road, including not knowing that large equipment entered the preserve.

Ms. Goodwin clarified that the Commission could be notified as a courtesy that work is being done in the preserve, however, may not be preventative.

Commissioner Craig commented that the original DA lists that the preserve's surface shall be returned to its natural state as reasonably possible, including needed re-vegetation, natural color restoration, and minimize appearance of previous disturbance. He clarified that the document is referencing the extension of Eagle Ridge Drive or the emergency road.

Ms. Goodwin stated that the words "as reasonable" would be the caveat.

Commissioner Garvey reported that he will identify for the next meeting from a fire perspective the use of the emergency road for evacuations in either direction would be the worst-case scenario. He added that the hosts need an explanation when approached with questions on the disturbance of the preserve.

The Commission discussed inviting Fire Chief Dave Ott to the next meeting to discuss the emergency road.

Ms. Goodwin suggested to have only the emergency road on the agenda due to the amount of time the issue would need to be addressed.

11. UPDATE OF 2019 MMPC OBJECTIVES

Chairman Meyers stated that the list provides updates including items that have been completed. **(See Attachment 4)**

12. UPDATE AND DISCUSSION OF 2019 MMPC WORKGROUPS

(Attachment 5)

a. Preserve Marketing and Fairs

Commissioner Garvey shared a survey he took of 81 people and 33 responded regarding EBikes, park benches, wheelchair access, doggie bags, and security cameras. He noted that he only took in the yes or no answers, no maybe responses. He added the survey responders were made up of trail hosts, trailblazers, and the Conservancy. He commented that the results for EBike was 8 yes and 21 no. **(See Attachment 6)**

Commissioner Garvey pointed out that from the survey the question posed was how to stop EBikes from crossing over from Fountain Hills trails to Scottsdale trails where they are not allowed.

b. Safety

Commissioner Aiello reported that First Aid Kits should be provided to the stewards at the trailhead.

Executive Assistant Jamie Salentine stated that at the last meeting the Commission discussed the First Aid Kits and determined to not issue due to liability.

Commissioner Garvey clarified that the Conservancy does provide and they can continue to use.

Community Services Director Rachael Goodwin suggested to add the First Aid Kits to the Conservancy list as number six (6).

Commissioner Garvey highlighted the results on security cameras at trailheads that 17 voted yes and 9 voted no.

Chairman Myers requested that security cameras be placed on the next agenda to vote on.

Ms. Goodwin stated that the parks have cameras that are not monitored, however, reviewed when an incident occurs and that the clarity is not good. She added that if the request moves forward it should be added to the state contract as a capital expense as well as a maintenance component. She noted she could provide information.

c. Trailheads

Chairman Myers thanked everyone involved for the installment of the trailhead directional signs.

Chairman Myers displayed a map that depicted the benches throughout the Town Parks and/or trails. He noted that the pink dots represent the four (4) benches at ACT and the green dots represent the possible nine (9) additional benches. He noted that the workgroup will need to meet to determine the number.

Commissioner Garvey reported that the survey results on benches were 9 yes and 23 no. He added that the no respondents reported that the trail is preserve not a park, the 80/20 rule where 80% of the users of ACT will only use 20% of the preserve, and would promote a risk enablement where the hiker would go farther than what they should have gone.

d. Value of Preserve

Commissioner Craig commented that a drone would be used on parts of ACT trail to see what area(s) need to have maintenance.

Ms. Goodwin clarified that drones are prohibited in parks and preserves other than Desert Vista Park and when used outside of Desert Vista a waiver is required.

Commissioner Garvey added that a drone stays in the line of sight.

Chairman Myers asked that the drone discussion be placed on the next agenda for consideration.

Commissioner Garvey stated that the survey results on doggie bags being placed near Eagles Nest was 26 yes and 4 no.

Chairman Myers congratulated Commissioner Aiello for his recognition as Volunteer of the Year from the Daughters of the American Revolution (DAR).

13. ADJOURNMENT

Commissioner Craig moved to adjourn, seconded by Chairman Myers; passed unanimously by those present (4-0).

The McDowell Mountain Preservation Commission adjourned at 7:16 p.m.

McDowell Mountain Preservation Commission

By: _____
Bill Myers, Chairman

Reviewed by: _____
Rachael Goodwin, Community Services Director

Prepared by: _____
Jamie Salentine, Executive Assistant

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the McDowell Mountain Preservation Commission Regular Meeting held on September 16, 2019. I further certify that the meeting as duly called and that a quorum was present.

By: _____
Jamie Salentine, Executive Assistant



Town of Fountain Hills

Community Services Department

2020 – 2023 Strategic Plan



Strategic Plan

Town of Fountain Hills

Community Services Department

Mission Statement

To enrich and provide an active quality of life for all residents and visitors through pro-active community engagement, resolute stewardship of amenities and open spaces, while enhancing the health and overall well-being of our town.

Visions and Themes

1. Provide recreation that inspires personal growth, healthy lifestyles, and a sense of community
2. Expand and strengthen outdoor experiences and opportunities to contribute to the region's attractiveness as a place to live, work, and play
3. Optimize safe utilization of facilities, amenities, and open space
4. Actively seek progressive, future-oriented options for funding, operations, and programs
5. Embrace a collaborative spirit and support teamwork within the department and the community

Tasks

Status Update

Lead Responsibility

Senior Services Supervisor

1. Revive the Medical Equipment Loaner Program

- a. Work with the Public Works Department to get area cleared and ready for shed
- b. Collect, maintain, and loan medical equipment
- c. Contact/make fliers for doctor offices, moving companies, etc. to receive more equipment and increase awareness of the program

2. Expand Senior Program Offerings to Enhance Quality of Life

- a. Coordinate and plan 1 to 2 trips in the Spring and Fall
- b. Develop Bi-Annual Multigenerational Events
- c. Expand Membership by adding evening programming to the Activity Center Schedule

3. Maintain parks, recreation, and open space as a vital element in the quality of life for residents

- a. Implement exercise equipment within designated parks
- b. Develop a comprehensive layout of all park benches
- c. Create plant identification areas at Golden Eagle Park and Four Peaks Park
- d. Design walking path mapping and associated signage

4. Support and facilitate programs that appeal to and are appropriate for all ages, demographics, and abilities

- a. Enhance and promote art walks
- b. Support more opportunities for free or low-cost events

5. Involve the community to guide future recreation programming

- a. Develop a needs assessment to guide our department programming efforts
- b. Create and implement participant surveys for added feedback
- c. Enlist assistance from the Community Services Advisory Commission to spearhead efforts in growing programs

6. Enhance health and wellness programming

- a. Partner with fitness businesses to offer programs
- b. Utilize park space when offering fitness and wellness classes
- c. Expand Senior based fitness programs to meet Community needs
- d. Develop trips that highlight local outdoor experiences

7. Increase the number of multi-day conventions held on annual basis, focusing on niche hobby-type organizations

- a. Work with Tourism and Economic Development to conduct outreach to local and national organizations as a potential facility to conduct a trade show
- b. Update marketing efforts and collateral
- c. Expand revenue generating options within the Community Center

Senior Services Supervisor/CSAC

Parks Superintendent

Volunteer Coordinator

Recreation Manager/CSAC

Recreation Manager/Senior Services Supervisor

Community Center Manager/CSAC

Tasks

Status Update

1. Preserve, protect, maintain, and enhance natural resources, parkland, and recreational opportunities

Parks Superintendent/Community Services
Director

- a. Planning
 - i. Work to balance nature and man-made environments in town
 - ii. When renovating or building new Park facilities, utilize water and energy efficient options
 - iii. Acquire appropriate land to expand existing park facilities and services
 - iv. Develop pocket parks
 - v. Develop Master Plan for all parks
- b. Environment
 - i. Design and program activities to be sensitive to the Parks' environmental sustainability
 - ii. Utilize adaptive and native plants in landscape projects that are feasible and plant in the correct locations
 - iii. Develop planting and shade standards

2. Implement unique and attractive marketing strategies and campaigns that highlight activities and inspire all patrons to participate in Town offerings

Recreation Manager/Community Center
Manager/Community Services Director/CSAC

- Create itineraries for parks, arts, and other programs
- Utilize social images to promote activities and programs
- Develop Convention and Visitors Bureau (CVB) listings (See Vision #1, task 8b)
- Create a Comprehensive Marketing Plan

3. Expand tournament and club offerings

- Reach out to youth and adult sports organizations for tournament expansion (Ex: USSA, Pony's, Senior Softball)
- Work with Parks Division to market Golden Eagle Park as a tournament venue and destination
- Develop pricing competitive with similar markets in the valley

Recreation Manager

4. Enhance programs that are held in the parks

- Develop and grow sports camps
- Enrich offerings at the skate park and grow extreme sports market area
- Grow nature/art based programs
- Expand Senior Programming with collaborative effort between Parks & Recreation and Senior Services (See Vision #1, task 7b)

Recreation Manager/Senior Services Supervisor

5. Highlight and advocate for the vision of the parks

- a. Work to showcase Community Services as an essential element of the Town
- b. Collaborate with State and Regional Representatives through government outlets, parks and recreation associations, and civic groups

Parks Superintendent/Recreation
Manager/Community Services Director

Tasks

Status Update

1. Enhance facility utilization to promote sense of Community

- a. Work with CSAC/SSI to evaluate lobby utilization
- b. Update and evaluate Emergency and Risk Management Policies with Deputy Town Manager/HR
- c. Re-evaluate facility space in order to expand programs and evaluate accommodation needs
- d. Update equipment and facility to accommodate the needs/abilities of our patrons
- e. Analyze and update rules and policies that address cultural and social differences to ensure health and safety
- f. Evaluate facility hours and provide adequate staffing

Lead Responsibility
Community Center Manager/Senior Services Supervisor/Parks Superintendent/CSAC

2. Provide for a system of safety inspections and maintenance of all equipment and facilities and maintain safe/reliable facilities in an efficient/effective manner

- a. Parks
 - i. Perform bi-monthly playground safety inspections using Certified Playground Safety Inspector (CPSI) standards
 - ii. Conduct bi-annual facility inspections to promote safety and efficiency
 - iii. Apply annual Wash Inspections/Maintenance
- b. Community Center
 - i. Design and systemize Annual close down maintenance schedule
 - ii. Organize regular and routine maintenance

Parks Superintendent/Community Center Manager

3. Create respectful ambassadors for parks, Community Center, and other facilities

- a. Integrate social messaging to expand outreach (See Vision 2, task 2b)
- b. Develop and assign website monitoring for updates
- c. Enhance/re-establish Docent/Volunteer training

Volunteer Coordinator/CSAC

4. Re-evaluate and update park rules and policies

- a. Implement regulatory updates to signage, schedules, and postings on a bi-weekly basis
- b. Update and have rules listed online and in the parks match and be consistent
- c. Create and track market trends for park rules
- d. Increase park attendant trainings

Recreation Manager

5. Increase the number of monthly art displays (especially in summer months) and the number of people attending monthly displays at the Community Center

- a. Work with local stakeholders (Ex: Public Art Committee) to increase artwork displays
- b. Work with internal staff to utilize marketing platforms for art displays

Community Center Manager

Tasks

Status Update

Lead Responsibility

Community Center Manager/Senior Services Supervisor/Recreation Manager

1. Expand effective Programming/Community engagement

- a. Bring seniors and youth together with joint programming (Vision1, task 2 & Vision 2, task 4)
- b. Organize a fall and spring event at the Activity Center (Vision 1, task 2 & Vision 2, task 4)
- c. Offer sensible evening and weekend programs, collaborate with Recreation Department (Vision 1, task 2)
- d. Repurpose existing space to maximize usability (Vision 3, task 1(c))
- e. Review Community Center hours of operations (Vision 3, task 1(f))
- f. Re-introduce and promote Fit Trails
- g. Research additional staffing and transportation costs to support new programs

2. Create and advocate for additional open space and recreational areas

- a. Identify potential pocket park locations throughout the Town
- b. Integrate NRPA standards for land use criteria

Parks Superintendent

3. Utilize financial resources efficiently and equitably

- a. Improve infield design on Golden Eagle Park field 1 renovation
- b. Minimize path debris on sidewalk at Golden Eagle Park
- c. Renovate Four Peaks Park toilet/sink/drinking fountain fixtures to meet ADA compliance
- d. Review budget quarterly

Parks Superintendent/Recreation Manager/Community Center Manager/Senior Services Supervisor

4. Create revenue producing programs

- a. Develop cost recovery pricing model to maximize revenue potential
- b. Bring in an hourly “generalist” instructor to provide more in-house programs
- c. Work with senior services to offer intergenerational programming that is event based
- d. Maximize revenue potential through online park rentals
- e. Research local organizations to see how they operate instructor contracts and classes

Recreation Manager

5. Consider alternative revenue sources

- a. Research and apply for appropriate grant opportunities
 - i. Research grant opportunities with CSAC and SSI to expand programs and services
 - ii. Actively search for grants to help minimize wash flooding issues
 - iii. Pursue grant opportunities for pocket parks (See Vision 4, task 2a)
- b. Pursue sponsorships from local and large scale businesses
- c. Re-evaluate the Facility Replacement Fund Schedule (FRFS) with Staff
- d. Search sponsorship opportunities to expand programming and events
- e. Explore funding options to support the Home Delivered Meals (HDM) program
- f. Evaluate potential for Friends group – 501(c)(3)

Community Services Director

VISION #5 – Embrace a collaborative spirit and support teamwork within the department and the community

Tasks

Status Update

Lead Responsibility
Community Services Director

1. Become a recognized leader in the community, state, and nation for park and recreation management

- a. Apply for the NRPA Gold Medal Award
- b. Apply for Tree City USA
- c. Continue to participate with the NRPA, IFEA, Dark Skies, and other Associations
- d. Develop and publish annual report standards

2. Continue to expand the level of public information and involvement in parks and recreation

- a. Enhance the public knowledge and appreciation for the natural beauty of open space and the environmental and historical significance of one's surroundings
- b. Mobilize a more robust Volunteer program

Parks Superintendent/CSAC

3. Encourage an effective/efficient working relationship with community organizations, school districts, and surrounding communities for the recreational needs of all agencies

- a. Offer educational classes for residents highlighting best known maintenance practices for landscaping
- b. Conduct local meetings at neighborhood parks to discuss past, present, and future plans and get feedback for individual parks

Parks Superintendent/CSAC

4. Provide opportunities for customer feedback

- a. Promote positive customer service
- b. Develop and distribute regular program surveys
- c. Partner with the Parks Department, Community Center, and Senior Services to hold public outreach nights twice a year
- d. Analyze program and event data that drive and guide planning efforts

Recreation Manager

5. Embrace education opportunities and trainings

- a. Create and participate in internal training
- b. Develop internal "how to" guides for Community Services procedures (Ex: cheat sheets)
- c. Develop manuals for park attendants
- d. Improve night staff communications at each park

Recreation Manager

MONTHLY TRAIL COUNTER PASSES

	BOTANICAL GARDEN	LAKE OVERLOOK	SONORAN NORTH END	A-K&WL TRAILS	ADERO CANYON
<u>2017 Total</u>		57277	4825	3775	
2018					
Jan		6984	483	240	
Feb	Counter Start	6448	737	1059	
Mar	2491	9948	1581	1461	
Apr	1262	5153	2409	*500	
May	925	3356	898	*300	
Jun	563	1816	1042	*300	
Jul	439	1646	*500	*300	
Aug	*700	1622	*500	*300	
Sep	*1080	1935	*500	*300	
Oct	*1500	3715	*500	*450	
Nov	*1900	5463	655	628	Start 12/7
Dec	2251	5001	487	2101	7363
2018 Total	13111(10M)	53087	10292	8739	7363 (1M)
2019					
Jan	2291	6969	677	*2550	10237
Feb	2467	5505	731	*2250	9010
Mar	3295	8080	1150	*4150	16564
Apr	1452	5488	1581	1879	**6645
May	945	3938	754	1212	666
Jun	449	2471	254	115	183
Jul	402	1736	152	No Reading	No Reading
Aug	386	1533	No Reading	No Reading	No Reading
Sep					
Oct					
Nov					
Dec					
2019 Total					

* Estimate. Counter was not functioning.

** On 4/29/19 Eagle Ridge Road closed

Pam Cissik

The first season of our Trailhead Host Program was extremely successful. By the end of the season we had 40 volunteer hosts. They spent around 530 total hours at the trailhead and welcomed a total of more than 7600 visitors. The hosts provided information on the trails and the preserve. They suggested appropriate hikes, provided water to unprepared visitors, and on several occasions assisted visitors with scrapes and minor wounds from slips and falls.

From November 23, the weekend after the trailhead opening, we had two shifts from 9-11 and 11 to 1 pm on Saturdays and Sundays. Beginning February 11, we added a 3 hour shift on Mondays and Fridays. Our season ended on April 14. Some days were also covered during the Thanksgiving and Christmas/New Years holidays. March was the busiest month with more than 200 visitors during the shifts on the weekend days.

Visitors really enjoyed the Preserve and the conditions of its trails. Many said the Preserve had become their favorite place to visit. Congratulations and many thank you's go to our Trailblazers for their dedication and hard work.

Our host program is based on Scottsdale's McDowell Sonoran Conservancy Pathfinder program. Four of the SCFH Board Members - Carol Ayres, Carol Carriere, Janice Holden and myself - attended their training program. We then developed and provided similar training for each of our trailhead hosts. The checklist provided our Hosts is attached. We also provided rudimentary first aid training. Since we had no storage facilities at the trailhead, a supply box was delivered each day by one of the four board members. It contained training materials, maps, first aid supplies and some spare water.

With the MMPC and Town concurrence, we plan to continue this program during the 2019-2020 season beginning when the trailhead reopens. We would appreciate MMPC and Town feedback on the following items.

- 1) Approval to Continue the Program. We also would like to recruit additional hosts so we can expand the days hosts are present.
- 2) Approximate reopening date for trailhead so we can schedule refresher training and schedule hosts for shifts in a timely manner.
- 3) Approval to purchase a storage cabinet with a combination lock for trailhead supplies. The cabinet would be placed inside the bathroom building - perhaps the women's bathroom.
- 4) We can provide status reports to the MMPC and Town at the monthly MMPC meetings. Any significant incidents (accidents requiring Fire Department or emergency attention or significant rule violations) would be reported immediately to a MMPC and town designee. Is this acceptable?
- 5) Before the trailhead re-opening, we would like to conclude an agreement with the MMPC and Town that covers approved SCFH activities at the trailhead and also addresses liability concerns of SCFH, MMPC and the Town.

Please let me know if you have any other questions or concerns about our trailhead host program.

02/03/2019

CHECKLIST FOR TRAILHEAD HOSTS

WHY ARE YOU HERE

- SAFETY
- BASIC INFORMATION ABOUT PRESERVES AND TRAILS
- ON-SITE REPRESENTATIVE OF THE TOWN AND CONSERVANCY

PREPARATION

- CHARGE CELL PHONE
- WEAR HIKING CLOTHES, HAT, SUNGLASSES AND FOOTWEAR
- WEAR YOUR STEWARD ARM BAND!
- BRING WATER AND SNACKS FOR YOURSELF
- UNTIL STORAGE IS AVAILABLE, BRING SEVERAL SPARE BOTTLES OF WATER, TRASH BAG, GLOVES
- HIGHLIGHTER, PEN, NOTEPAD

ON ARRIVAL

- CHECK THE TRAILHEAD RAMADA AND PARKING AREA FOR TRASH
- CHECK PORTAJOHNS FOR CLEANLINESS AND SUPPLIES
- NOTE ANYTHING THAT REQUIRES ATTENTION - BROKEN GLASS, DOGS LEFT IN CARS
- CHECK CONTENTS OF TRAILHEAD BOX - PUT NOTE OF USED OR MISSING ITEMS IN BOX

DURING SHIFT - KEEP A COUNT OF VISITORS AND ANY LARGE GROUPS

- GREET EVERYONE -
- NOTE VISITORS AS GET OUT OF CARS - EXPERIENCED HIKERS? FAMILIES? OBVIOUS NEW VISITORS? HIKERS WITH DOGS?
- ARE VISITORS DRESSED APPROPRIATELY FOR WEATHER & TRAILS; DO THEY HAVE WATER, SUNSCREEN, CELL PHONE, MAP; APPROPRIATE SHOES? UNSTEADY - HIKING POLE?
- DO VISITORS KNOW WHERE THEY ARE GOING OR ACT CONFUSED, OFFER MAP
- IF NO MAP, HAVE THEM TAKE A PHOTO OF MAP AT TRAILHEAD
- DOGS MUST BE ON LEASH AND OWNERS MUST PICK UP AFTER THEM
- OFFER ASSISTANCE - FIRST VISIT, WHERE ARE YOU GOING? DO YOU NEED SOME HELP? HOW MUCH TIME DO YOU HAVE? HELP THEM SELECT A HIKE. USE HIGHLIGHTER TO OUTLINE SUGGESTED TRAIL(S) ON MAP.
- EXPERIENCED HIKERS THAT KNOW WHERE THEY ARE GOING, ASK THEM TO LET YOU KNOW IF THEY OBSERVE ANYTHING THAT NEEDS ATTENTION (DOG OFF LEASH, CACTUS FALLEN ON TRAIL, ETC.
- HIKERS & BIKERS THAT COME FROM SCOTTSDALE OR PARK MAY NEED WATER!!

- **REMINDE VISITORS:** WHEN HALF YOUR WATER IS GONE, IT'S TIME TO TURN AROUND. DOES THE VISITOR HAVE WATER FOR THEIR DOG?
- **IF YOU DON'T KNOW THE ANSWER TO A QUESTION, DON'T GUESS!**

KNOW PRESERVE RULES

- NOT THERE TO ENFORCE - BE POLITE - PRESUME VISITORS ARE UNAWARE OF RULES
- DOGS MUST BE ON LEASH AND OWNER MUST PICK UP AFTER THEM
- NO SMOKING ANYWHERE
- NO PLANTS, CACTI, ROCKS, WILDFLOWERS CAN BE REMOVED FROM PRESERVE
- NO HORSES
- BIKERS MUST YIELD TO HIKERS
- HIKERS, BIKERS, DOGS MUST STAY ON TRAIL
- PLEASE INCLUDE ANY RULE VIOLATIONS IN YOUR EMAIL TO CONSERVANCY

ACCIDENTS/INJURIES - ANY DOUBTS, CALL 911 - NO COST TO BE BROUGHT BACK TO TRAILHEAD

- BASIC FIRST AID KIT IN TRAILHEAD BOX
- OFFER FIRST AID SUPPLIES, WATER & SOAP, SELF-HELP IS PREFERRED
- NO ANTIBIOTIC CREAMS OR ANTIBIOTIC WIPES - SOME HAVE ALLERGIES
- **911 CALLS** - HAVE TRAILHEAD ADDRESS, 14800 N EAGLE RIDGE DRIVE
- IF INJURED PERSON ON TRAIL, TRY TO GET CODE FROM NEAREST EMERGENCY MARKER ON TRAIL

AFTER YOU LEAVE - EMAIL CONSERVANCY (contactscfh@gmail.com)

- DATE AND SHIFT
- NUMBER OF VISITORS - IF A LARGE GROUP NOTE SEPARATELY
- TIME PARKING LOT FILLED
- SUPPLY NEEDS - MAPS, ETC.
- DONATIONS RECEIVED
- RULE VIOLATIONS
- UNUSUAL REQUESTS/ACTIVITIES
- QUESTIONS YOU COULD NOT ANSWER
- ANYTHING ELSE THAT CONCERNS YOU
- LOST AND FOUND ITEMS - PUT IN TRAILHEAD BOX

OTHER THINGS FOR YOU TO DO

- FAMILIARIZE YOURSELF WITH PRESERVE TRAILS (HIKING TRAILS IF POSSIBLE) AND HOW THEY CONNECT TO THE SCOTTSDALE PRESERVE AND MCDOWELL MOUNTAIN PARK
- LEARN ABOUT THE HISTORY OF THE PRESERVE, DESERT FLORA & FAUNA
- TAKE A FIRST AID CLASS
- TAKE ADVANTAGE OF FREE MCDOWELL SONORAN CONSERVANCY CLASSES
<https://www.mcdowellsonoran.org/education/adult-education/>

Draft September, 2019

MMPC 2019 Annual Objectives

Fountain Hills AZ

Bill Myers

Listed are ideas of the 2019 MMPC objectives. No particular order or organization. This list was updated recently with some deleted and some added. As time permits these will be added to the Current Objectives to be worked on by the 4 workgroups. Paul Garvey, Bill Craig and Bill Myers updated the list recently. Since the MMPC is presumable only 7 members, only 3 can meet and still comply with the open meeting laws.

By direction from the Town Council, the McDowell Mountain Preserve Commission (MMPC) is responsible for initiating the planning and provide management direction for the operation and protection of the Preserve. The following 2019 MMPC objectives are listed to meet that directive.

Thanks

Sooooo,

- in process* 1 **Determine if first aid kits should be installed at the two Trailheads.** Coordinate with the Conservancy on this issue.
- in process* 2 **Determine if AED kits (defibrillator) should be installed at the ACT Trailhead.** Town may have addressed this item. If not, look at other valley Preserves to see what their experience is.
- 3 **Help with any final Adero Canyon Trailhead construction or installation of maps etc.** Final construction hopefully will be complete by 2019 including utility hookups. The "marble" area just past the second gate needs work as it is a significant safety hazard. The second gate needs attention to operate properly.
- Completed* 4 **Update Kiosk at both Trailheads** New maps and information on the right side of the Kiosks.
- Completed* 5 **Provide pictures/videos for town/conservancy/other websites to help get the ACT know.** The more the ACT is known, the better for our Town in economics, ambiance etc.
- on going* 6 **Provide public knowledge campaign to let folks know about the Trailhead.** E.g. Access, safety, picnic tables. Times, Scottsdale papers, hiking/biking literature.
- Camera to* 7 **More coordination with Scottsdale and Regional Park** folks in connection with the new trailhead. Joint hikes, joint training, joint trail maintenance etc.
- 8 **Install sign at Golden Eagle Trailhead** the \$1,200 sign has been discussed and we have a rendering. Maybe this is the year to erect that sign.
- Camera* 9 **Do grand opening of ACT if not already done.** November 17, 2018 for the opening, but we may have another Grand Opening in 2019 if the road is complete.
- Camera/Map* 10 **Coordinate two town fairs with emphasis on new Trailhead** there is an opportunity go get the word out about the new Trailhead and other Town trails.
- Completed* 11 **Install Lower Sonoran Trail and Trailhead signs.** Hopefully to be complete in 2018.

- 12 **Deterring if /MMPC/other can fly drones over Preserve** to help in determining the need for trail maintenance and general Promotion.
- 13 **Add 5th trail counter and see that all 5 are working.** The information we can give the Council and others the better. The information can help with determining the trail maintenance relative importance.
- 14 **Do 19/20 MMPC budget** I think this has to be done in first quarter of 2019.
- 15 **Deterring if state Good Samaritan law is adequate to protect volunteers.** Is some additional coverage necessary? We have been told that Scottsdale volunteers have some kind of additional coverage.
- 16 **Better recognition of the SCFH.** The Conservancy does the vast bulk of the trail creating and maintenance and deserves a lot of recognition. With the new trailhead, the Conservancy will be even more involved this coming year.
- 17 **Semiannual updates of the Preserve to the Council** with a 10 minute update, the council may want an update.
- 18 **One new trail in the Preserve.** The Town approved South let in the Preserve is in progress
- 19 **Updated thunbdrive** and information presentation of the Preserve and coordination with others. We have given several presentation to groups in town about the MMPC/Conservancy. We can continue this effort.
- 20 **QR codes in Preserve** Determine if we should take down the ones that are in existence
- 21 **Determined if other events should be coordinated at the Trailhead.** There are a number of small events that the Town may want to use the Preserve for e.g. Weddings, outings.
- 22 **Update directional signage.** There are 6 "Sonoran Trailhead" signs on Shea and Saguaro that need to be replaced with updated directional signs. Determine how best to direct folks to the two Trailheads.
- 23 **New grants for the Preserve.** Determine if there are grants that the Preserve can take advantage of. Signage, monuments, Trail equipment, tools, trail building equipment, other.
- 24 **Doggie bags** at several locations
- 25 **Value (in dollars and other)** of the Preserve
- 26 **Criteria for Benches** in Preserve
- 27 **Roy Kinsey and other recognition** at ACT and other
- 28 **Make Promenade private vehicle accessible** see Development Agreement
- 29 **Finish road and utilities to ACT** see Development Agreement
- 30 **Make Preserve ebike accessible**
- 31 **Two entry signs at Lake Overlook Trail**
- 32 **Security Camera at ACT**
- 33 **Put info on ACT** back side of the existing info board.
- 34 **Two entrance signs** at Lake Overlook Trail

Completed

Completed
Tom/Conserv

Tom/MMPC

in process
Completed

Tom/MMPC

Completed

in process

Emergency

Emergency

2019 WORKGROUPS

Preserve Marketing and Fairs

- EBikes accessible
- New entry to Easy Trail

Safety

- First Aid Kits and Automated External Defibrillator (AED) in the two (2) trailheads
- Coordination with County Sheriff and Marksman
- Security; camera at Adero Canyon Trailhead (ACT)

Trailheads

- Assist with completion of the ACT
- Assist with completion of the Emergency fire road
- Address signage at ACT and "Sonoran Trail"
- Bench criteria

Value of Preserve

- New Trail in the Preserve
- Doggie bags
- Drones for trail maintenance

September 2019 MMPC Idea Survey

SCFH Recipients = 81
Respondents = 33

Note 1: only responses that could be gleaned as a YES or NO vote were counted. Inconclusive narrative responses were not counted.
Note 2: some respondents did not answer every question.

	Yes	No	Prevailing feedback
e-bikes: allow e-bikes in the Preserve?	8	23	Safety concerns of both hikers and riders. How to prevent them from entering Scottsdale Preserve where e-bikes are prohibited?
Park benches: install 5 park benches extending north along the Sonoran and Lower Sonoran trails.	9	23	The "preserve" vs "park" argument - hike in the parks if one needs a park bench to rest. The 80/20 rule - 80% of hikers will use only 20% of trails where benches already exist. Placing park benches in the interior could be risk-enablers, encouraging hikers to exceed their capabilities.
Wheelchair use: are there needs to better accommodate wheelchairs to access the Preserve itself (keeping in mind for ADA sake we do not claim the Preserve to be wheelchair accessible, just the trailhead parking lots themselves)?	6	22	Slippery slope as it pertains to triggering ADA compliance. No public demand.
Doggy bags: should a doggy bag station be installed at the Golden Eagle side at the boundary of Eagles Nest and MMRP?	26	4	Good opportunity to help promote responsible dog ownership.
Security camera(s): is there a need at the ACT?	17	9	If there have been known issues at the ACT.



TOWN OF FOUNTAIN HILLS

STAFF REPORT

Meeting Date: 09/03/2019

Meeting Type: Town Council Regular Meeting

Agenda Type: Consent

Submitting Department: Administration

Prepared by: Elizabeth A. Burke, Town Clerk

Staff Contact Information: Grady E. Miller, Town Manager

Request to Town Council Regular Meeting (Agenda Language): **CONSIDERATION OF** adopting changes to the Town Code through adoption of Resolution 2019-45 (repealing Resolution Nos. 2016-04, *Building Safety Board of Appeals*; 2014-28, *Community Services Advisory Commission*; 2019-22, *McDowell Mountain Preservation Commission*; 2016-01, *Sister Cities Advisory Commission*; and 2009-09, *Strategic Planning Advisory Commission*); and Ordinance 19-15 (amending the Town Code, Chapter 2, *Mayor and Council*, by removing Article 2-7, *Planning and Zoning Commission*, and Article 2-8, *Board of Adjustment*; and adding a new Chapter 2A, *Boards and Commissions*, thereto).

Staff Summary (background)

During the February 2019 Town Council Retreat, the Town Council discussed the need to bring consistency and transparency to the overall board and commission process and directed staff to move forward to address the needed changes. To bring this consistency to the process, staff is recommending that all regular boards and commissions be included in a revised Town Code. The attached resolution repeals previous resolutions which established the boards and commissions as well as their bylaws.

To make it easier to locate information on the Town's boards and commissions, staff is also recommending that a new chapter be added to the Town Code, Chapter 2A, which will be placed after Chapter 2, Mayor and Council. As proposed, Chapter 2A would include general rules for all boards and commissions, and then each article within the chapter would address the specific duties of each respective board or commission.

Should the Council decide to move forward in this direction, steps needed would be two-fold. First, a resolution, 2019-45, would be adopted that repeals all previous resolutions that established the boards and commissions. Second, an ordinance, 19-15, would be adopted to (1) repeal the two boards/commissions already included in the Code under Mayor and Council (2-7, *Planning and Zoning Commission*, and 2-8, *Board of Adjustment*) and (2) place all boards and commissions under a new Chapter 2A, *Boards and Commissions*. Through this process, the Building Safety Board of Appeals would be repealed and not put into Code at this time due to their inactive nature since first established.

ITEM 5

Along with these changes regarding consistency, staff is recommending that all boards and commissions, other than the Board of Adjustment, have seven members. This proposed change will both ensure uniformity between the boards and commissions and will enable the members of each body to more easily obtain a quorum to expedite the board's or commission's business. This ordinance reflects that recommendation and also makes all terms three-year terms, with terms ending in either April or October of each year.

In order to facilitate these changes, staff is recommending that, along with adoption of the resolutions and ordinance, a separate motion be made to direct staff liaisons of each of the boards/commissions to communicate these changes to their respective board/commission(s) and allow the members to determine which member will take which term. Staff has included a listing of the boards/commissions' members and terms for your information. Staff would then bring back all of their recommendations for one swift action for appointment by the Mayor and affirmation by the Council.

Related Ordinance, Policy or Guiding Principle

Adopting

Resolution 2019-45

Ordinance 19-15

Repealing

Resolution 2016-04

Resolution 2014-28

Resolution 2019-22

Resolution 2016-01

Resolution 2009-09

Risk Analysis

N/A

Recommendation(s) by Board(s) or Commission(s)

N/A

Staff Recommendation(s)

Staff recommends adoption of Resolution 2019-45 and Ordinance 19-15.

SUGGESTED MOTION

MOVE to: (1) adopt Resolution 2019-45; (2) adopt Ordinance 19-15; and (3) direct the Town Manager to have the staff liaisons of each of the boards/commissions communicate these changes to their respective board/commission(s) and allow the members to determine which member will take which term, with terms brought back to Council for overall approval.

ITEM 5

Attachments

Res 2019-45

Ord 19-15

B/C Membership Listing

Form Review

Inbox	Reviewed By	Date
Town Manager	Grady E. Miller	08/27/2019 08:49 AM
Town Attorney	Aaron D. Arnson	08/27/2019 09:27 AM
Town Manager	Grady E. Miller	08/27/2019 09:52 AM
Form Started By: Elizabeth A. Burke		Started On: 08/19/2019 10:36 AM
Final Approval Date: 08/27/2019		

BOARD OF ADJUSTMENT (OCT)

				10/31/20 (2)	10/31/21 (1)	10/31/22 (2)
John Kovac	Board member	02/01/2015	01/31/2019			X
Carol Perica	Vice chair	02/04/2016	01/31/2020	X		
Paul Ryan	Chair	02/04/2016	01/31/2020	X		
Nick Sehman	Board member	02/01/2015	01/31/2019			X
VACANT	Board member				X	

COMMUNITY SERVICES ADVISORY COMMISSION (APR)

				04/30/20 (2)	04/30/21 (2)	04/30/22 (2)
Amy Arnold	Vice-Chair	01/16/2018	12/31/2020			
	Youth Commissioner		06/30/2020			
Don Doty	Commissioner	01/06/2018	12/31/2020			
Daniel Fecteau	Commissioner	02/19/2019	12/31/2020			
Jerry Gorrell	Commissioner	02/19/2019	12/31/2020			
Sharron Grzybowski	Commissioner	02/19/2019	12/31/2020			
Sharon Morgan	Commissioner	02/19/2019	12/31/2020			
Ron Ruppert	Chair	01/06/2018	12/31/2020			
Natalie Varela	Commissioner	02/19/2019	12/31/2020			

MCDOWELL MOUNTAIN PRESERVATION COMMISSION (OCT)

				10/31/20 (2)	10/31/21 (3)	10/31/22 (2)
Thomas Aiello	Commissioner	02/19/2019	12/31/2020			
Tom Barberic	Vice-Chair	02/19/2019	12/31/2021			
Bill Craig	Commissioner	02/19/2019	12/31/2020			
Paul Garvey	Commissioner	02/19/2019	12/31/2021			
Scott Grzybowski	Commissioner	02/19/2019	12/31/2020			
Bill Myers	Chair	02/19/2019	12/31/2021			
Dr. Darrienne Slater	Commissioner	03/19/2019	12/31/2020			

PLANNING AND ZONING COMMISSION (APR)

Mathew Boik	Commissioner	03/01/2018	09/30/2020	04/30/2020 (2) 04/30/2021 (2)
Clayton Corey	Commissioner	09/03/2019	04/30/2022	
Susan Dempster	Chairman	09/30/2019	04/30/2022	
Erik Hansen	Vice-Chairman	11/06/2018	09/30/2020	
Dan Kovacevic	Commissioner	10/01/2019	04/30/2022	
Scott Schlossberg	Commissioner	03/01/2018	09/30/2020	
Peter Gray	Commissioner	11/06/2018	09/30/2020	

SISTER CITIES ADVISORY COMMISSION (OCT)

Carol Carroll	Chair	06/19/2018	06/18/2021	10/31/2020 (2) 10/31/2021 (2)
Vicky Derksen	Commissioner	06/19/2018	06/18/2021	
Enrique Melendez	Commissioner	09/03/2019	10/31/2022	
Nicholas Stumpf	Commissioner	09/03/2019	10/31/2022	
Lisa Ristuccia	Commissioner	09/18/2018	06/18/2021	
Jackie Miles/VACANT	Commissioner		10/31/2022	
Bev Tall	Commissioner	06/19/2018	06/18/2021	

STRATEGIC PLANNING ADVISORY COMMISSION (APR)

Gerard Bisceglia	Commissioner	02/05/2019	11/05/2020	04/30/2020 (2) 04/30/2021 (2)
Peter Bordow	Vice-Chair	02/05/2019	11/05/2020	
John W. Craft, Jr.	Commissioner	02/05/2019	11/05/2020	
Gerry Friedel	Commissioner	09/03/2019	04/30/2022	
Cynthia Magazine	Commissioner	02/05/2019	11/05/2020	
John McHugh	Commissioner	09/03/2019	04/30/2022	
Chad Bernick	Commissioner	09/03/2019	04/30/2022	

RESOLUTION 2019-45

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF FOUNTAIN HILLS, ARIZONA, REPEALING RESOLUTION NOS. 2016-04 (BUILDING SAFETY BOARD OF APPEALS); 2014-28 (COMMUNITY SERVICES ADVISORY COMMISSION); 2019-22 (MCDOWELL MOUNTAIN PRESERVATION COMMISSION); 2016-01 (SISTER CITIES ADVISORY COMMISSION); AND 2009-09 (STRATEGIC PLANNING ADVISORY COMMISSION)

RECITALS:

WHEREAS, the Mayor and Town Council wish to bring consistency and transparency to the boards and commissions of the Town of Fountain Hills; and

WHEREAS, the Mayor and Town Council wish to repeal those resolutions establishing the various boards and commissions of the Town and add a new chapter to the Town Code in which all boards and commissions previously established by ordinances and resolutions will be listed and by which all such boards and commissions shall henceforth be governed; and

WHEREAS, the Mayor and Town Council wish to abolish the Building Safety Board of Appeals in its entirety.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF FOUNTAIN HILLS as follows:

SECTION 1. The following resolutions are hereby repealed: 2016-04 (Building Safety Board of Appeals), 2014-28 (Community Services Advisory Commission), 2019-22 (McDowell Mountain Preservation Commission), 2016-01 (Sister Cities Advisory Commission), and 2009-09 (Strategic Planning Advisory Commission).

SECTION 2. If any section, subsection, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED BY the Mayor and Council of the Town of Fountain Hills, this 3rd day of September, 2019.

FOR THE TOWN OF FOUNTAIN HILLS:**ATTESTED TO:**

 Ginny Dickey, Mayor

 Elizabeth A. Burke, Town Clerk
REVIEWED BY:**APPROVED AS TO FORM:**

 Grady E. Miller, Town Manager

 Aaron D. Arnson, Town Attorney

ORDINANCE NO. 19-15

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF FOUNTAIN HILLS, ARIZONA, AMENDING THE TOWN OF FOUNTAIN HILLS TOWN CODE, CHAPTER 2, MAYOR AND COUNCIL, BY REMOVING ARTICLE 2-7, PLANNING AND ZONING COMMISSION, AND ARTICLE 2-8, BOARD OF ADJUSTMENT; AND ADDING A NEW CHAPTER 2A, BOARDS AND COMMISSIONS, THERETO

RECITALS:

WHEREAS, the Mayor and Town Council wish to bring consistency and transparency to the boards and commissions of the Town of Fountain Hills; and

WHEREAS, the Mayor and Town Council wish to add a new chapter to the Town Code in which all boards and commissions previously established by ordinances and resolutions will be listed and by which all such boards and commissions shall henceforth be governed.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF FOUNTAIN HILLS as follows:

SECTION 1. Chapter 2 of the Town Code, Mayor and Council, is amended as follows:

~~Article 2-7 — Planning and Zoning Commission~~ **RESERVED**

~~Article 2-8 — Board of Adjustment~~ **RESERVED**

SECTION 2. A new chapter, 2A, Boards and Commissions, is hereby added to the Fountain Hills Town Code, as outlined in Exhibit A attached hereto and made a part hereof.

SECTION 3. If any section, subsection, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED BY the Mayor and Council of the Town of Fountain Hills, this 3rd day of September, 2019.

FOR THE TOWN OF FOUNTAIN HILLS:

ATTESTED TO:

Ginny Dickey, Mayor

Elizabeth A. Burke, Town Clerk

REVIEWED BY:

APPROVED AS TO FORM:

Grady E. Miller, Town Manager

Aaron D. Arnson, Town Attorney

EXHIBIT 'A'

Chapter 2A

BOARDS AND COMMISSIONS

Articles:

2A-1	General
2A-2	Board of Adjustment
2A-3	Community Services Advisory Commission
2A-4	McDowell Mountain Preservation Commission
2A-5	Planning and Zoning Commission
2A-6	Sister Cities Advisory Commission
2A-7	Strategic Plan Advisory Commission

Article 2A-1**General****Sections:**

2A-1-1	Membership
2A-1-2	Officers
2A-1-3	Meetings; Rules; Minutes
2A-1-4	Conduct of Business

Section 2A-1-1 Membership

- A. Each board or commission member shall serve for a term as set forth in this Code, provided, however, that a member's term shall automatically extend until such time as the member's successor is appointed.
- B. Members shall serve at the will and pleasure of the Council and may be removed upon notice and opportunity for a hearing, and the decision of the Council shall be final. Three successive unexcused or unexplained absences from any regular or special meeting of the board or commission shall result in automatic removal without the necessity of a hearing or notice and such action shall be final.
- C. All board and commission members shall serve without pay. However, members may be reimbursed for actual expenses incurred in connection with their duties upon authorization or ratification by the board or commission and approval of such expenditures by the Council.
- D. All board and commission members shall be residents of the Town.

Section 2A-1-2 Officers

Members of each board and commission shall elect a chair and vice chair from among its own members. Each chair and vice chair shall serve for one year and until such time as a successor is elected. The chair shall preside at all meetings and exercise all the usual rights, duties and prerogatives of the head of any similar organization. The vice chair shall perform the duties of the chair in the chair's absence or disability. Vacancies created by any cause shall be filled for the unexpired term by a new election.

Section 2A-1-3 Meetings; Rules; Minutes

All meetings of the boards and commissions shall be open to the public in accordance with state law. The Council shall provide rules of procedure for the boards and commissions relating to the conduct of its members and its meetings. The minutes of all boards and commissions proceedings shall be filed in the office of the Town Clerk.

Section 2A-1-4 Conduct of Business

The affirmative vote of a majority of members present shall be required for passage of any matter before the board or commission. The minutes of each meeting shall reflect the “ayes” and “nays” cast on a particular measure and shall reflect the vote of each member present. A member may abstain from voting only upon a declaration that he or she has a conflict of interest, in which case such member shall take no part in the deliberations on the matter in question.

Article 2A-4**McDowell Mountain Preservation Commission****Sections:**

Section 2A-4-1	Creation
Section 2A-4-2	Membership
Section 2A-4-3	Quorum
Section 2A-4-4	Duties

Section 2A-4-1 Creation

The McDowell Mountain Preservation Commission is hereby established.

Section 2A-4-2 Membership

The McDowell Mountain Preservation Commission shall be composed of a total of seven members appointed by the Mayor, subject to the approval of the Council. These appointments shall be for a period of three years each, with the terms of members staggered such that the terms of no more than three members shall expire in any one year.

Section 2A-4-3 Quorum

Four members shall constitute a quorum of the McDowell Mountain Preservation Commission.

Section 2A-4-4 Duties

The Commission shall have the following duties:

- A. Act in advisory capacity to the Town Council, Town Manager and Community Services Director in all matters pertaining to the McDowell Mountain Preserve.
- B. Act as liaison between the Town Council and the Sonoran Conservancy.
- C. Consider provisions of the Town's annual budget for Commission purposes during the process of the preparation of the budget and make recommendations with respect thereto to the Community Services Director.
- D. Assist in the planning of programs for the citizens of the Town and promote and stimulate public interest in the McDowell Mountain Preserve.
- E. Advise the Community Services Director with respect to the acceptance of money, personal property or real estate donated or offered to the Town for McDowell Mountain preservation purposes.

- F. Perform such other duties not inconsistent with these as may be requested by the Town Council.

Pam Cissik

The first season of our Trailhead Host Program was extremely successful. By the end of the season we had 40 volunteer hosts. They spent around 530 total hours at the trailhead and welcomed a total of more than 7600 visitors. The hosts provided information on the trails and the preserve. They suggested appropriate hikes, provided water to unprepared visitors, and on several occasions assisted visitors with scrapes and minor wounds from slips and falls.

From November 23, the weekend after the trailhead opening, we had two shifts from 9-11 and 11 to 1 pm on Saturdays and Sundays. Beginning February 11, we added a 3 hour shift on Mondays and Fridays. Our season ended on April 14. Some days were also covered during the Thanksgiving and Christmas/New Years holidays. March was the busiest month with more than 200 visitors during the shifts on the weekend days.

Visitors really enjoyed the Preserve and the conditions of its trails. Many said the Preserve had become their favorite place to visit. Congratulations and many thank you's go to our Trailblazers for their dedication and hard work.

Our host program is based on Scottsdale's McDowell Sonoran Conservancy Pathfinder program. Four of the SCFH Board Members - Carol Ayres, Carol Carriere, Janice Holden and myself - attended their training program. We then developed and provided similar training for each of our trailhead hosts. The checklist provided our Hosts is attached. We also provided rudimentary first aid training. Since we had no storage facilities at the trailhead, a supply box was delivered each day by one of the four board members. It contained training materials, maps, first aid supplies and some spare water.

With the MMPC and Town concurrence, we plan to continue this program during the 2019-2020 season beginning when the trailhead reopens. We would appreciate MMPC and Town feedback on the following items.

- 1) Approval to Continue the Program. We also would like to recruit additional hosts so we can expand the days hosts are present.
- 2) Approximate reopening date for trailhead so we can schedule refresher training and schedule hosts for shifts in a timely manner.
- 3) Approval to purchase a storage cabinet with a combination lock for trailhead supplies. The cabinet would be placed inside the bathroom building - perhaps the women's bathroom.
- 4) We can provide status reports to the MMPC and Town at the monthly MMPC meetings. Any significant incidents (accidents requiring Fire Department or emergency attention or significant rule violations) would be reported immediately to a MMPC and town designee. Is this acceptable?
- 5) Before the trailhead re-opening, we would like to conclude an agreement with the MMPC and Town that covers approved SCFH activities at the trailhead and also addresses liability concerns of SCFH, MMPC and the Town.

Please let me know if you have any other questions or concerns about our trailhead host program.

02/03/2019

CHECKLIST FOR TRAILHEAD HOSTS

WHY ARE YOU HERE

- SAFETY
- BASIC INFORMATION ABOUT PRESERVES AND TRAILS
- ON-SITE REPRESENTATIVE OF THE TOWN AND CONSERVANCY

PREPARATION

- CHARGE CELL PHONE
- WEAR HIKING CLOTHES, HAT, SUNGLASSES AND FOOTWEAR
- WEAR YOUR STEWARD ARM BAND!
- BRING WATER AND SNACKS FOR YOURSELF
- UNTIL STORAGE IS AVAILABLE, BRING SEVERAL SPARE BOTTLES OF WATER, TRASH BAG, GLOVES
- HIGHLIGHTER, PEN, NOTEPAD

ON ARRIVAL

- CHECK THE TRAILHEAD RAMADA AND PARKING AREA FOR TRASH
- CHECK PORTAJOHNS FOR CLEANLINESS AND SUPPLIES
- NOTE ANYTHING THAT REQUIRES ATTENTION - BROKEN GLASS, DOGS LEFT IN CARS
- CHECK CONTENTS OF TRAILHEAD BOX - PUT NOTE OF USED OR MISSING ITEMS IN BOX

DURING SHIFT - KEEP A COUNT OF VISITORS AND ANY LARGE GROUPS

- GREET EVERYONE -
- NOTE VISITORS AS GET OUT OF CARS - EXPERIENCED HIKERS? FAMILIES? OBVIOUS NEW VISITORS? HIKERS WITH DOGS?
- ARE VISITORS DRESSED APPROPRIATELY FOR WEATHER & TRAILS; DO THEY HAVE WATER, SUNSCREEN, CELL PHONE, MAP; APPROPRIATE SHOES? UNSTEADY - HIKING POLE?
- DO VISITORS KNOW WHERE THEY ARE GOING OR ACT CONFUSED, OFFER MAP
- IF NO MAP, HAVE THEM TAKE A PHOTO OF MAP AT TRAILHEAD
- DOGS MUST BE ON LEASH AND OWNERS MUST PICK UP AFTER THEM
- OFFER ASSISTANCE - FIRST VISIT, WHERE ARE YOU GOING? DO YOU NEED SOME HELP? HOW MUCH TIME DO YOU HAVE? HELP THEM SELECT A HIKE. USE HIGHLIGHTER TO OUTLINE SUGGESTED TRAIL(S) ON MAP.
- EXPERIENCED HIKERS THAT KNOW WHERE THEY ARE GOING, ASK THEM TO LET YOU KNOW IF THEY OBSERVE ANYTHING THAT NEEDS ATTENTION (DOG OFF LEASH, CACTUS FALLEN ON TRAIL, ETC.
- HIKERS & BIKERS THAT COME FROM SCOTTSDALE OR PARK MAY NEED WATER!!

- **REMINDE VISITORS:** WHEN HALF YOUR WATER IS GONE, IT'S TIME TO TURN AROUND. DOES THE VISITOR HAVE WATER FOR THEIR DOG?
- **IF YOU DON'T KNOW THE ANSWER TO A QUESTION, DON'T GUESS!**

KNOW PRESERVE RULES

- NOT THERE TO ENFORCE - BE POLITE - PRESUME VISITORS ARE UNAWARE OF RULES
- DOGS MUST BE ON LEASH AND OWNER MUST PICK UP AFTER THEM
- NO SMOKING ANYWHERE
- NO PLANTS, CACTI, ROCKS, WILDFLOWERS CAN BE REMOVED FROM PRESERVE
- NO HORSES
- BIKERS MUST YIELD TO HIKERS
- HIKERS, BIKERS, DOGS MUST STAY ON TRAIL
- PLEASE INCLUDE ANY RULE VIOLATIONS IN YOUR EMAIL TO CONSERVANCY

ACCIDENTS/INJURIES - ANY DOUBTS, CALL 911 - NO COST TO BE BROUGHT BACK TO TRAILHEAD

- BASIC FIRST AID KIT IN TRAILHEAD BOX
- OFFER FIRST AID SUPPLIES, WATER & SOAP, SELF-HELP IS PREFERRED
- NO ANTIBIOTIC CREAMS OR ANTIBIOTIC WIPES - SOME HAVE ALLERGIES
- **911 CALLS** - HAVE TRAILHEAD ADDRESS, 14800 N EAGLE RIDGE DRIVE
- IF INJURED PERSON ON TRAIL, TRY TO GET CODE FROM NEAREST EMERGENCY MARKER ON TRAIL

AFTER YOU LEAVE - EMAIL CONSERVANCY (contactscfh@gmail.com)

- DATE AND SHIFT
- NUMBER OF VISITORS - IF A LARGE GROUP NOTE SEPARATELY
- TIME PARKING LOT FILLED
- SUPPLY NEEDS - MAPS, ETC.
- DONATIONS RECEIVED
- RULE VIOLATIONS
- UNUSUAL REQUESTS/ACTIVITIES
- QUESTIONS YOU COULD NOT ANSWER
- ANYTHING ELSE THAT CONCERNS YOU
- LOST AND FOUND ITEMS - PUT IN TRAILHEAD BOX

OTHER THINGS FOR YOU TO DO

- FAMILIARIZE YOURSELF WITH PRESERVE TRAILS (HIKING TRAILS IF POSSIBLE) AND HOW THEY CONNECT TO THE SCOTTSDALE PRESERVE AND MCDOWELL MOUNTAIN PARK
- LEARN ABOUT THE HISTORY OF THE PRESERVE, DESERT FLORA & FAUNA
- TAKE A FIRST AID CLASS
- TAKE ADVANTAGE OF FREE MCDOWELL SONORAN CONSERVANCY CLASSES
<https://www.mcdowellsonoran.org/education/adult-education/>

2019 WORKGROUPS

Preserve Marketing and Fairs (Barbaric*, Grzybowski, and Myers)

- a. EBikes in the Preserve Trails
- b. New entry to Easy Trail
- c. Update Preserve big map
- d. Prepare for November Town Fair

Safety (Aiello*, Garvey, and Grzybowski)

- a. First Aid Kits and Automated External Defibrillator (AED) at two trailheads
- b. Coordination with County Sheriff and Marksman
- c. Drones for construction and safety
- d. Security; camera at Adero Canyon Trailhead (ACT)
- e. Observe First Responders training MMPC/SCFH/Town
- f. Presentation from First Responders to above Preserve

Trailheads (Myers*, Craig, and Slater)

- a. Assist with completion of the ACT
- b. Assist with completion of the Emergency fire road
- c. Two signs at ACT directing to Trails
- d. Bench criteria

Value of Preserve (Craig*, Aiello, and Garvey)

- a. New Trail in the Preserve
- b. Doggie bag at entrance to Park by Golden Eagle Trailhead
- c. Take down QR code signs in Preserve

*Workgroup Coordinator