

**MINUTES  
REGULAR SESSION  
CAMP VERDE TRAILS AND PATHWAYS COMMISSION  
TOWN OF CAMP VERDE COUNCIL CHAMBERS  
Tuesday, March 13, 2007  
6:30 p.m.**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Commission motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion.

**1. Call to Order**

The meeting was called to order at 6:31 p.m.

**2. Roll Call**

Chairperson Haddon, Vice Chair Reddell, Members Piner and Welsch were present; Member Mitton arrived at 6:33 p.m.; Members Whitt and Roy were absent; Roy had asked to be excused.

**Also Present:** Staff Liaison Mike Casebier, Town Manager Bill Lee, Community Development Director Nancy Buckel, Town Engineer Ron Long, Councilor Ron Smith, P&R Commission Chairman Trapper Moore, and Recording Secretary Margaret Harper

**3. Pledge of Allegiance**

The Pledge was led by Piner.

**4. Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the agenda Consent Agenda and considered as a separate item if a committee member so requests.

a. **Approval of the Minutes:**

1) Regular Session – February 13, 2007

b. **Set Next Meeting, Date and Time:**

1) Regular Session – April 9, 2007 at 6:30 p.m.

On a motion by Haddon, seconded by Piner, the Consent Agenda was unanimously approved as presented.

**5. Call to the Public for Items not on the Agenda**

**Bea Richmond** said that former Trails Commission Member Peggy Dickey has asked that the Commission consider sponsoring an event to promote the profile of the Commission in the community as well as to promote use of trails.

**The members agreed to address Item 13 next for the convenience of Town Manager Lee and those attending in connection with that item.**

**6. Presentation and discussion with Town Engineer Ron Long and Community Development Director Nancy Buckel regarding Commission input into design standards.**

Community Development Director Buckel reviewed the procedure she had also outlined at a previous Trails meeting regarding input suggesting trails and pathways in proposed developments during the planning stages. Buckel pointed out that the developer should also be given a design standard for trails; that should be created and made a part of the Town Standards for developments. Because of the time schedule for meetings, Buckel suggested that the Trails Commission send a representative to give input at the Project Meetings that are held for the preliminary plat stage of all subdivisions. Buckel said that after Trails has made a determination regarding a requested trail, that recommendation should go to her department to follow through with notifying both P&Z and Council of that recommendation; there was some objection from the Commission to that procedure and further discussion, with assurance from Buckel that all recommendations and comments are passed on to P&Z as well as Council. After further discussion on that particular issue, Buckel offered her help

in cooperating with the Trails Commission in any way possible, and reiterated the need for a trails policy and design standards. Buckel said that when the Trails design standards have been created, that will ultimately go to the Council for approval to be included in the Town Design Standards. Town Engineer Ron Long also offered his help in development of the trails and design standards.

**7. Presentation and update from Bea Richmond regarding Dead Horse State Park Trails Coalition.**

Bea Richmond said she had not attended the February meeting of the Coalition; however, she reported that the Rails to Trails proposal is going forward; it will be called the Phelps-Dodge VTS Trail. Also, the National Trails work date is set for May 5<sup>th</sup>. Bill Stafford has said that the proposed map for transportation planning should be available to the public in April. The Forest Service is working on the Coneville Trail NEPA, and \$38,000 is available to work on the Lime Kiln Trailhead.

**8. Update and discussion by Doug Roy regarding the proposed Ryal Canyon trailhead and scheduled meeting with the USFS Verde District Ranger Dee Hines and Blair Jenner, owner of the pecan farm located on Salt Mine Road.**

Chairperson Haddon reported that Roy has made a couple of inquiries regarding a possible meeting, that Mr. Hines had been on vacation and unable to meet when he returned. This item will be continued to the next Commission meeting.

**Note: Item 9 was addressed prior to Item 8.**

**9. Discussion, consideration, and possible recommendation to Council to continue the \$10,000 line item for trail and trailhead maintenance, signage, and development in the 07-08 budget.**

On a motion by Piner, seconded by Welsch, the Commission voted unanimously to submit a letter to Council to recommend continuing the \$10,000 line item for trail and trailhead maintenance, signage and development in the 07-08 budget, with a copy to Finance Director Bullard.

Vice Chairperson Reddell explained that a letter should be directed to the Council, with a copy of Finance Director Bullard, requesting to continue the subject \$10,000 line item. It was confirmed that the \$10,000 received this year has not been spent.

**10. Report to the Commission regarding the Council's approval of the Cocopai Regional Trail Plan followed by discussion, consideration, and possible selection of a Commission member, staff member, or volunteer to serve on the Cocopai Regional Trail Plan Committee. The Commission will forward the appointment recommendation to Council for approval.**

On a motion by Reddell, seconded by Mitton, the Commission voted unanimously to recommend to Council that Bea Richmond be selected as the community volunteer to serve on the Cocopai Regional Trail Plan Committee.

Chairperson Haddon reported that he had attended the Council meeting when the Cocopai Regional Trail Plan was approved by Resolution, although Haddon feels the issue should have been brought first to the Trails Commission; however, that was the course chosen by Cocopai. In line with Haddon's recommendation, the Council's action expanded the selection of representatives to include a Commission member or a community volunteer, or a staff member. Haddon briefly reviewed the proposal made by the Cocopai representative regarding the membership and responsibilities. The members also discussed the issue of meetings to be attended.

**11. Report on the March 5 meeting with Red Rock Ranger District followed by discussion, consideration, and possible recommendation to Council to approve a 5-year Collection Agreement with the US Forest Service regarding one or more the following trails: Woodcutter's Trail, General Crook Trail, and/or Jackson Flat Trail.**

On a motion by Welsch, seconded by Piner, the Commission voted unanimously to recommend that Council agree to enter into a 5-year Collection Agreement with the U. S. Forest Service regarding one or more of the following trails: Woodcutter's Trail, General Crook Trail and/or Jackson Flat Trail, contingent upon the approval of the Collection Agreement by the Town Attorney.

Chairperson Haddon said that he, Mitton and Reddell had attended the subject meeting and that it was a very fruitful meeting. Reddell commented on the grants writer from Flagstaff who was very encouraging; also, Reddell said that Bill Stafford indicated that his superior would be interested in knowing that Jackson Flat was an artery into another community. Reddell added that the \$10,000 will be very significant in helping to develop the three trails; Stafford had said he would report monthly on how the funds are used, if the Commission requests. It was also understood that even small increments of the \$10,000 would be instrumental in moving the trails to the top of the priority list. Through a collection agreement the Town could contribute funds every year for five years; however, the funds are not a requirement. The intent is to put the mechanism in place for it to be a continuing project.

Staff liaison Casebier said he has received a draft Collection Agreement; some minor changes have been made, and the Town Manager and Town Attorney will review it as well. The agreement will be important leverage in managing the funds and applying for grants for the development of the trails.

#### **PUBLIC INPUT**

**Jim Switzer** questioned why the Commission would want to tie up the funds with just the Forest Service; why not use some of it within Town limits for some type of event. *The members briefly discussed the issue with Mr. Switzer.*

**12. Discussion, consideration, and possible selection of no more than three (3) Commission members to serve on a subcommittee whose purpose will be to develop a policy for volunteer work on the trails.**

On a motion by Mitton, seconded by Haddon, the Commission voted unanimously to select Dee Whitt and Doug Roy to serve on a subcommittee whose purpose will be to develop a policy for volunteer work on the trails.

Chairperson Haddon reviewed the policy of the Forest Service which requires that any volunteers must attend training seminars to learn the rules based on the particular types of trails. There was also some discussion regarding a possible charge for the training. Haddon also introduced Jim Switzer who had indicated that he was available to volunteer in the community especially as it pertains to the trails.

The Commission discussed the purpose of the proposed subcommittee which would be to develop the Town's policy for volunteer work on the trails. The members discussed the function of the subcommittee which is to develop a policy for volunteer work, and how that would relate to the existing subcommittee that is working on developing the trails policy.

#### **PUBLIC INPUT**

**Jim Switzer** said he uses the trails and feels they are in need of being upgraded and wants to help out as a volunteer; he is especially concerned about providing trails for the handicapped.

**13. Report on a meeting with Town Manager Bill Lee, Parks and Recreation Director Lynda Moore, Parks and Recreation Commission representative, Chairman of the Trails and Pathways Commission, and a member of the community near the park regarding park access, followed by discussion, consideration, and possible recommendation to Council regarding the point of access and the possible alignment of the road into the park.**

On a motion by Mitton, seconded by Reddell, the Commission voted unanimously to stay with the original decision that the Commission had recommended to the Council, to use the Black Bridge Loop Road as the access.

Chairperson Haddon said that the subject park (confirmed as Black Bridge Park) had been addressed previously by the Commission, and the Commission had voted unanimously to recommend to Council not to change the current alignment. The Commission is being asked to reconsider its decision, which is the purpose of the following presentation to be made by Town Manager Bill Lee.

Lee reviewed the background of the park property acquisition and the financing available through the SLIF grant as well as archaeological issues. He explained in detail the compromise that is being proposed as a result of the subject meeting; a copy of the outline of the proposal is attached hereto as an exhibit and made a part hereof.

The ensuing discussion and questions for Lee included the issues of location of the library; estimated cost of the new road; safety measures and fencing; the possible loss of property by the proposed compromise; and the reminder that the residents had been amply informed through posting notices as required by law.

**PUBLIC INPUT**

**Paul Clawson** explained that the residents had been surprised because of the work on Black Bridge Loop Road which was different from that shown in connection with the SLIF grant; he said that the majority of the residents have accepted the outlined compromise, and that the Parks & Recreation Commission have agreed to it as well.

**Trapper Moore**, Chairperson of Parks & Rec Commission, reviewed the meeting that was held, and confirmed that the Parks & Rec Commission unanimously recommended proceeding with the outline set forth by Lee.

**Ron Smith** spoke regarding needing access to the river; everyone involved has worked hard to make the Park come to fruition. The Park will be for the entire community, not just the 20 neighbors.

In support of his motion, Mitton said he believes the traffic would be minimal, the park will be a wonderful neighbor, a dawn-to-dusk park, and there would be a major additional cost for a new road. Following the vote, Lee said he would take the recommendations of both Parks & Rec and Trails Commissions to the Council for the final decision.

**14. Call to the Public for Items not on the Agenda.**

**Bea Richmond** reiterated the previous suggestion regarding sponsoring a hike, reminding the Commission that it would be very effective in recruiting volunteers.

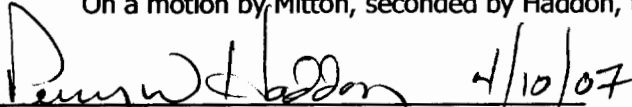
**Mike Casebier** reported on his attendance at a Trails Risk Workshop with the Parks & Rec Department this week; he said it related to previous discussions that the Commission had regarding risks on trails, signage and safety measures. Casebier said that the Copper Canyon Trailhead grant is moving ahead and will be coming together in the next month or two, and reported on two ongoing Transportation Enhancement Grants involving installation of sidewalks. Casebier also commented on a perceived misunderstanding on the Black Bridge Park matter, adding that the driving force behind any plans is the archaeological issue.

**15. Committee Informational Reports**

There were no Committee informational reports.

**16. Adjournment**

On a motion by Mitton, seconded by Haddon, the meeting was adjourned at 8:51 p.m.

  
Perry Haddon, Chairperson

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Trails & Pathways Committee of the Town of Camp Verde during the Regular Session of the Trails & Pathways Committee of Camp Verde, Arizona, held on the 13<sup>th</sup> day of March 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 10<sup>th</sup> day of April, 2007.

Margaret Harper  
Margaret Harper, Recording Secretary

The Town will complete the following:

1. Place signage that outlines the policy and procedures of how the park will be operated.
2. Develop a trail system along the rivers bank, which allows for Handicapped accessibility and launching of canoes and Kayak.
3. Place safety fencing where needed and do all things required to prevent users of the park from injury.
4. Post the edges of the park to indicated where park ends and private property begins.
5. Place trash receptacles and monitor the cleanliness of the park on a regular basis.
6. Provide dog baggies to assist dog owners in the clean-up of their pets
7. Purchase and install pre engineered restroom facilities.
8. After completion of above work, town will open Black Bridge Road as the temporary entrance to the park.
9. Contract with ASU archeology department to clear site.
10. Work with ASU and State Historical Preservation Office to get official clearance of the site which will allow the town to develop the upper 4.4 acres of this 10 acre site.
11. Once clearance has been received, Town will move forward to build an alternative entrance at "Option C", that is designed to be safe, and preserve as much of the 4.4 acres of park land as possible. This work is hopefully going to be done during the summer of 07, but the neighborhood understands that work must be done during the summer months and may be pushed back to spring of 08. Town will work hard to try and meet the 07 schedule, but work to the road and cul de sac will be built in the summer of 08 at the latest.
12. Once the new road is installed a cul- de -sac will be built at the end of Black Bridge Loop road close to where Mr. and Mrs. Barnes now live.
13. Once clearance is established Town Parks and Recreation Commission will take input on design of the 4.4 acres. Suggestions have been walking park, dog park, landscaping, open fields, picnic areas. The town is not looking to have this area have any ball field lighting. Irrigation rights are hopefully secured for this parcel which would allow for turf and trees without the use of ground water.
14. Town will look for grant funding to build the suggestions outlined for the 4.4 acres.

EXHIBIT -  
Trails Minutes  
03-13-07