



**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, September 16, 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 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.

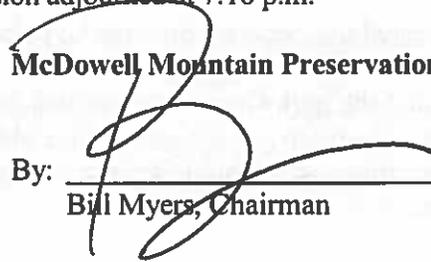
Chairman Myers congratulated Commissioner Aiello for his recognition as Volunteer of the Year from the Daughters of the American Revolution (DAR).

**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

Attachments – 6



# 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**

**Lead Responsibility**  
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

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

**3. Expand tournament and club offerings**

Recreation Manager

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

**4. Enhance programs that are held in the parks**

Recreation Manager/Senior Services Supervisor

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

**5. Highlight and advocate for the vision of the parks**

Parks Superintendent/Recreation Manager/Community Services Director

- 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

**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**

**1. Expand effective Programming/Community engagement**

- a. Bring seniors and youth together with joint programming (Vision 1, 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

**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

**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

**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)

**Lead Responsibility**

Community Center Manager/Senior Services Supervisor/Recreation Manager

**Status Update**

Parks Superintendent

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

Recreation Manager

Community Services Director

**Tasks**

**Status Update**

<b><u>Lead Responsibility</u></b>	<b><u>Lead Responsibility</u></b>
<b>Become a recognized leader in the community, state, and nation for park and recreation management</b> <ol style="list-style-type: none"><li>Apply for the NRPA Gold Medal Award</li><li>Apply for Tree City USA</li><li>Continue to participate with the NRPA, IFEA, Dark Skies, and other Associations</li><li>Develop and publish annual report standards</li></ol>	Community Services Director
<b>2. Continue to expand the level of public information and involvement in parks and recreation</b> <ol style="list-style-type: none"><li>Enhance the public knowledge and appreciation for the natural beauty of open space and the environmental and historical significance of one's surroundings</li><li>Mobilize a more robust Volunteer program</li></ol>	Parks Superintendent/CSAC
<b>3. Encourage an effective/efficient working relationship with community organizations, school districts, and surrounding communities for the recreational needs of all agencies</b> <ol style="list-style-type: none"><li>Offer educational classes for residents highlighting best known maintenance practices for landscaping</li><li>Conduct local meetings at neighborhood parks to discuss past, present, and future plans and get feedback for individual parks</li></ol>	Parks Superintendent/CSAC
<b>4. Provide opportunities for customer feedback</b> <ol style="list-style-type: none"><li>Promote positive customer service</li><li>Develop and distribute regular program surveys</li><li>Partner with the Parks Department, Community Center, and Senior Services to hold public outreach nights twice a year</li><li>Analyze program and event data that drive and guide planning efforts</li></ol>	Recreation Manager
<b>5. Embrace education opportunities and trainings</b> <ol style="list-style-type: none"><li>Create and participate in internal training</li><li>Develop internal "how to" guides for Community Services procedures (Ex: cheat sheets)</li><li>Develop manuals for park attendants</li><li>Improve night staff communications at each park</li></ol>	Recreation Manager

## MONTHLY TRAIL COUNTER PASSES

	<b>BOTANICAL GARDEN</b>	<b>LAKE OVERLOOK</b>	<b>SONORAN NORTH END</b>	<b>A-K&amp;WL TRAILS</b>	<b>ADERO CANYON</b>
<b><u>2017 Total</u></b>		<b>57277</b>	<b>4825</b>	<b>3775</b>	
<b>2018</b>					
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
<b>2018 Total</b>	<b>13111(10M)</b>	<b>53087</b>	<b>10292</b>	<b>8739</b>	<b>7363 (1M)</b>
<b>2019</b>					
Jan	2291	6969	677	*2550	10237
Feb	2467	5505	731	*2250	9010
Mar	3295	8080	1150	*4150	<b>16564</b>
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					
<b>2019 Total</b>					

\* 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](mailto: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 presumably 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  
Completed*

4 **Update Kiosk at both Trailheads** New maps and information on the right side of the Kiosks.

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 for*

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.

*Conservancy*

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.

*Conservancy/ MMPC*

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 5<sup>th</sup> 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 thundrive** 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  
Town/Council*

*Town/MMPC*

*in progress  
Completed*

*Town/MMPC*

*Completed*

*in progress*

*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.