

**THE OFF-HIGHWAY VEHICLE ADVISORY GROUP
(OHVAG)
OF
ARIZONA STATE PARKS
1300 West Washington Street
Phoenix, AZ 85007
July 18, 2005**

A. CALL TO ORDER AND ROLL CALL

OHVAG Chair Smallhouse called the meeting to order at 1:00pm. Doris Pulsifer, Chief of Grants, called roll for OHVAG and advised Chair that there was a quorum.

OHVAG Members Present:

Charles Smallhouse, Chair
Harry Kilb (by conference call)
Steven E. Morehouse
Michael L. Sipes
Rebecca Antle

OHVAG Members Absent:

Harold "Drew" John
Sandra McCullen

Arizona State Parks Staff:

Doris Pulsifer, Chief of Grants
Tanna Thornburg, Chief of Planning
Robert Baldwin, Recreational Trails Grants Coordinator
Herlinda De La Cruz, Administrative Assistant

Attorney General's Office:

Joy Hernbrode, Assistant Attorney General, Representing State Parks

B. INTRODUCTION OF MEMBERS AND STAFF

Members and staff introduced themselves.

C. ACTION ITEMS

1. APPROVAL OF THE MINUTES OF THE APRIL 29, 2005 MEETING

Mr. Sipes motioned that minutes be approved as presented; Mr. Morehouse seconded. Motion passed 5-0.

2. CONSIDER APPROVAL OF ALLOCATING \$114,375 FROM THE FY 2005 OFF HIGHWAY VEHICLE RECREATION FUND TO REPLACE RTP FUNDS AWARDED TO THE BUREAU OF LAND MANAGEMENT, ARIZONA STATE OFFICE FOR THE EDUCATION SCOPE OF RTP PROJECT #470301, AZ OHV MULTI-AGENCY COORDINATED PROJECT.

Mr. Baldwin stated that under the Federal rules for projects, "education" is defined as any attempt to inform or teach the public outside of brochures, hand-outs, signage or other "hands-off" methods. Educational projects are limited to 5% of each year's funding. Replacing the RTP funds with OHV funds will change this level for the better. Staff recommends approval of this allocation. Chair Smallhouse called for a motion. Mr. Sipes motioned, and Mr. Morehouse seconded; motion carried 5-0. Mr. Baldwin stated that more educational activities for other OHV projects are more than likely, so that support in going to the Parks Board from many arenas is going to be necessary. Chair asked if there weren't discretionary funds available that could be allocated to education. Mr. Baldwin replied that there are discretionary funds available if specific programs are designed, and Board approval is still necessary. Mr. Sipes reiterated this discussion for clarification. Mr. Baldwin replied that within the grant program, educational components are currently limited to the brochure, hand-out sort. *(At this point the tape becomes garbled and static. Some discussion missed.)* The discussion continued to the point that OHV educational efforts are just beginning but that at some point funds will be necessary to accomplish anything. Chair stated that he understood that at no point under the RTP rules is anything but hands-off education allowed; no programs of training are allowed. He asked when we are supposed to know when funds for training are available. Mr. Baldwin replied that when we know how much money is available as a consistent source of funding from the gas-tax, as opposed to grant funding, then we will know. A critical item is that whatever training programs are developed, they should include input from other state agencies such as Game & Fish, State Land, etc. so that the efforts are consistent and homogenous. Mr. Morehouse asked whether this type of program would be classroom/hands-on, or more hand-outs/brochures, or both. Mr. Baldwin responded that it could be anything up to and including billboards, etc. The point would be that the message would be consistent across the board.

Mr. Sipes said that he understood that there was slightly less than \$800,000 available, and asked if it was a Board policy not to use these funds in the grant programs. Mr. Baldwin responded that it was up to the OHVAG committee and staff to make recommendations to the Board. It depends on whether funding sources remain consistent, and that future planning is necessary. The Chair asked whether the gas-tax funds would pay for the coordinator position needed, and Mr. Baldwin responded affirmatively. The Chair asked whether trail-maintenance was covered by either RTP or gas-tax. Mr. Baldwin answered that it was at the Board's discretion, however that usually trail developers are responsible for maintenance. Chair said that he and Mr. Sipes would probably find planning for the future easier if it was known how much funding was available and for how long. Mr. Baldwin advised that this too would be part of the coordinator's responsibilities once that position was filled. Ms. Thornburg said that the gas-tax funds were only just now available again from the legislature, and that these funds are not a consistent amount month to month. The Chair called for a motion to approve a tentative \$100,000 for education; Mr. Baldwin reiterated that at this point, he was basically looking for support from OHVAG in using future OHV monies for education as a future priority item. Discussion continued. Chair asked for a show of hands of support for the staff in education, though not as formal motion, or in any endorsing specific projects. All members concurred.

3. CONSIDER FUNDING THE FY2004 RECREATIONAL TRAILS PROGRAM (MOTORIZED PORTION) GRANT APPLICATIONS.

Mr. Baldwin discussed the grant review and scoring process and funds allocation. Of the seven applications received, Staff recommends funding four of these projects. Discussion ensued on the timing of funding the grants. Mr. Sipes asked whether there are any projects that may need an extension; Mr. Baldwin replied that there are not. Chair called for a motion to approve these applications. Mr. Sipes motioned, Ms. Antle seconded. Motion passed 5-0. Mr. Sipes then took a moment to thank the Staff and Attorney for their efforts.

4. CONSIDER APPROVAL OF THE FY 2006 RECREATIONAL TRAILS PROGRAMS (MOTORIZED PORTION) GRANT MANUAL.

Mr. Baldwin discussed the new manual and its benefits. Mr. Sipes asked for a target date for distribution of the new manual. Mr. Baldwin responded that the manual would be available around the first of October, and workshop dates are pending. Chair called for a motion for approval. Mr. Sipes so moved; Ms. Antle seconded. The motion passed 5-0.

D. REPORTS

1. **Chair's Report:** Chair attended the Aravaipa Study Area and discussed the lack of support for OHV by the Nature Conservancy etc., so that will be more difficult to keep OHV trails open in that area.
2. **Update on Status of Participant Agreements with the National Forest Service:** Ms. Hernbrode announced that we now can enter into grant agreements with the Forest Service for various programs.
3. **Update on De-Obligated RTP Funds from Game & Fish Department:** Mr. Baldwin said that this process is still underway; a project fell through, however a new project is pending. Other appropriate projects are being sought.
4. **Update on Status of OHV Legislation:** Game & Fish and the Game & Fish Commission along State Land Department will join to draft some reform to the existing OHV Statutes. No draft has been completed. Discussion ensued on the process.
5. **Update on Status of OHV Coordinator Position:** Ms. Thornburg advised that there is a list of candidates and interviews will be held shortly. Chair asked for a time-frame for getting a person up and going; Ms. Thornburg said perhaps in August. Mr. Sipes will be serving on the interview panel.
6. **Report on the National OHV Proposed Rule:** This was deferred to another meeting owing to the absence of Tammy Pike.
7. **Report on the Five-Forest EIS:** This was deferred to another meeting owing to the absence of Tammy Pike.
8. **Update on BLM Planning Processed and Arizona OHV Multi-Agency Coordinated Project:** Mr. Bill Gibson reported that the November 3, 2004 grant is underway. The first scope item, education, has been far more successful than was anticipated. The route inventory is similarly going well, with 1,000 miles inventory out of 5,100. Signage will be going in high gear in early 2006. Access guides are also coming along faster than anticipated. There is going to be a consistent approach used for each of them, which will speed things along. A mock-up of the first map will be available shortly. Mojave County acquisition of easements is not coming along nearly as well. The first person approached has declined to grant the easement. Mr. Kilb asked about the access guide for Lake Havasu, and Mr. Gibson informed him that there are still several of the old access guides available, which must be used before the new

ones can be done. Mr. Gibson continued about the BLM land use draft plans from three of the local field offices (Lake Havasu, Phoenix and the Arizona Strip). The BLM is soliciting comments from the public on these drafts that will be available shortly and Mr. Gibson emphasized numerous times the importance of these public comments. He also provided more discussion on various BLM activities on resource management processes.

E. CALL TO THE PUBLIC:

1. Ms. Lea Benson spoke to thank the committee for their work on the Moto-Trax project in Maricopa County. Moto-Trax is working on a few of the issues surrounding this project, and efforts are on-going through various levels of government.

F. SUMMARY OF CURRENT EVENTS, MATTERS OF BOARD PROCEDURE, REQUESTS AND ITEMS FOR FUTURE AGENDAS:

1. Ms. Hernbrode made a request for an agenda item for the next meeting regarding the Attorney General opinion on the use of e-mail and the Opening Meeting Law.

G. TIME AND PLACE OF NEXT MEETING:

1. The next meeting will be held as a field meeting on November 5th and 6th (Saturday and Sunday) at Lakeside, hosted by Mr. Sipes. Details will be firmed in the interim.

H. ADJOURNMENT: Chair adjourned the meeting.