

Town of Oro Valley Historic Preservation Commission

Annual Report: 2014 – 2015

**Per the Certified Local Government Historic
Preservation Program of Arizona**

ORO VALLEY TOWN COUNCIL

Satish I. Hiremath, D.D.S., Mayor

Lou Waters, Vice Mayor

Brendan Burns, Councilmember

William Garner, Councilmember

Joe Hornat, Councilmember

Mary Snider, Councilmember

Mike Zinkin, Councilmember

ORO VALLEY HISTORIC PRESERVATION COMMISSION

Ellen Guyer, Chair

Marilyn Lane, Vice-Chair

Dan Huff, Commissioner

Dean Strandskov, Commissioner

Jenni Sunshine, Commissioner

Eric Thomaе, Commissioner

Connie Trail, Commissioner

TOWN STAFF

Greg Caton, Town Manager

Kristy Diaz-Trahan, Parks & Recreation Director

This report includes the following:

- **Major decisions made at each Historic Preservation Commission meeting: September 2014 – June 2015**
- **Minutes of Oro Valley Historic Preservation Commission Meetings: September 2014 – June 2015**
- **Applications/Resumes of current Historic Preservation Commission members**
- **Commissioner Attendance, per meeting**

**Major decisions made at each Historic
Preservation Commission meeting:
September 2014 – June 2015**

Oro Valley Historic Preservation Commission Highlights, Decisions Made, Special Projects from September 2014 through June 2015

September 8, 2014

-Parks and Recreation Director Kristy Diaz-Trahan reported the Town was awarded \$10,000. for a SHPO grant for a Steam Pump Ranch building condition assessment.

-Chair Guyer explained the City of Mesa's annual historic writing contest. Commissioner Lane will investigate for the Commission.

-Vice-Chair Stranskov will be the liason to the Oro Valley Historical Society.

-Motion made by Commissioner Lane to recommend preservation of the Steam Pump Ranch pump house using allocated monies of \$125,000. to halt deterioration. Motion made by Commissioner Thomae to amend this motion to specify the monies allocated are for a protective cover. Amended motion carried 5-0.

October 13, 2014

-Introduction of new Commission member Jenni Sunshine.

-Commissioner Thomae suggested a separate web page for the Historic Preservation Commission. Chair Guyer suggested all Commissioners provide input to commissioner Thomae for a presentation at the January 15, 2015 meeting.

-Ms. Lynanne Dellerman is arranging a tour of historic places in Oro Valley for the Historic Preservation Commission.

-Pima County Cultural Resources manager Linda Mayro will be invited to a HPC meeting to discuss the Steam Pump Ranch preservation easement with Pima County.

November 3, 2014

-Discussion by Commissioners, guided by Parks and Recreation director Kristy Diaz-Trahan, on the budget process for general fund requests and capitol improvement projects. The Commission listed funding needs for the Steam Pump Ranch pump house once the protective structure is installed.

-Commissioner Lane obtained the historic fiction writing contest information from the city of Mesa. She suggested the contest be part of Amphitheatre School District's curriculum for 4th graders.

-Ms. Dellerman distributed the updated Cultural and Historic Resources brochure, which had input from the Commission.

December 1, 2014

-Presentation by John Ravesloot, PhD, and Pat Spoerl, PhD, on historically significant residences and neighborhoods in Oro Valley. A review of the history of Oro Valley and how residences and neighborhoods qualify as historically significant was also reviewed.

- Presentation by Oro Valley Historical Society President Warren Lazar regarding the accomplishments, goals and partnerships of the society.

-Commissioners reviewed the Your Voice, Our Future document with Chair Guyer and provided feedback she will share with the Your Voice, Our Future Environment committee.

January 5, 2015

-Motion made by Commissioner Lane to re-elect Chair Guyer for the following year.

-Motion made by Vice-Chair Straskov to nominate Marilyn Lane as Vice-Chair of the Commission for the following year. Both motions carried 6-0.

-Pima County office of Sustainability and Conservation director Linda Mayro presented on the following; 2004 bond of acquisition and rehabilitation of Steam Pump Ranch, Steam Pump Ranch and Honey Bee Village not zoned as historic, Secretary of the Interior standards apply to Steam Pump Ranch.

-Oro Valley Planning manager/Planning and Zoning administrator Bayer Vella gave a presentation on Honey Bee Preserve regarding a possible purchase by a residential developer of land near the Preserve. Discussion followed regarding a museum for artifacts and visitors center, required open space, required public access tied to the 2015 bond election designating Honey Bee Village as an archeological park.

-Commissioner Thomae distributed a document he created listing grant opportunities and resources.

February 2, 2015

-Discussion of expectations for the Cultural Resources webpage within the town of Oro Valley's website. Discussion of information to be included on the webpage followed.

-Discussion of the Steam Pump Ranch condition assessment report, led by parks manager James Gardner. He discussed water abatement, rodent control, stabilization of buildings, funding options and solutions for stabilization.

-Motion was made by Chair Guyer to strongly endorse the items related to stabilization requests included in the assessment report. Motion carried 6-0.

-Vice-Chair Lane reported writing contest brochures had been distributed to 4th grade teachers in the Amphitheatre School District.

-Commissioner Trail will research the Historic Preservation Commission Speaker's Bureau. She distributed a report listing preliminary topics to include; the role of the HPC, how to nominate a property for historic recognition, cultural and historical resources in Oro Valley and historical stories of Oro Valley. Possible speakers and funding sources were discussed.

-Oro Valley Multimodal Planner and grant writer Nancy Ellis discussed grant opportunities. Many grants require matching funds in cash.

March 2, 2015

-Poster Frost Mirto Architect Corky Poster gave a presentation, discussing work on the Steam Pump Ranch Master Plan and the Pump House protective structure.

Motion made by Commissioner Strandskov to accept the Steam Pump Ranch pump house stabilization proposal, including the proposed "ghost" cover.

Motion made by Commissioner Thomae to amend the above motion to reflect the Historic Preservation Commission's preference for reinstallation of the original tin roofing.

Motion carried 6-0.

-Oro Valley senior Planner Michael Spaeth explained the background for a proposal for public access and parking at Honey Bee Preserve.

- WLB Group Senior Project Manager Paul Oland (the applicant) discussed residential development with a commercial element and archaeological display area.

Justin Smith with Mattamy Homes discussed the parcel purchase.

The Commission expressed concern about the CC&R language pertaining to stewardship of the preserve, as residents cannot make changes within the preserve. Other concerns were; residential vs. commercial use, ample parking, commercial placement, separate preserve entry and buffer walls.

-Ms. Dellerman discussed additional pit houses at the Steam Pump Ranch historic garden and reviewed information regarding the Hands-On program by Archaeology SouthWest.

-Commissioner Trail estimated the start-up cost of the Historic Preservation Commission's Speaker's Bureau at \$5000. Grant writer Nancy Ellis had explained that many grant programs are a 1:1 match.

April 6, 2015

-Commissioner Thomae gave a Virtual Driving Tour of historically significant properties/structures in Oro Valley.

-Discussion of the number of pit houses to be constructed at the Steam Pump ranch historic garden site. Wording of the agreement with Archaeology South West to be clarified, and concerns about the pit houses to be conveyed to them by Kristy Diaz-Trahan. Action to be taken at the May Commission meeting.

-Results of the writing contest were discussed. Awards will be presented at the Settler's Day event. Discussion followed regarding where and how the essays will be displayed. Next year only one topic will be offered, and the scoring system will change.

-Parks and Recreation Director Kristy Diaz-Trahan reported that the stabilization work has been done on the Steam Pump Ranch pump house. Construction permitting has been submitted. Structure completion anticipated by the end of the fiscal year.

May 4, 2015

- New Commission member Dan Huff was introduced.
- The Historic Preservation code was reviewed, with Commissioners assigned to specific sections.
- Kristy Diaz-Trahan presented the Steam Pump Ranch Programming and Circulation Update. After discussion, it was approved by the Commission. Motion carried 7-0.
- Discussion of the Steam Pump Ranch Historic Garden and additional pit houses.

- Motion was made to allow no more than three pit houses at one time on the historic garden site.
- Motion carried 4-3.
- Commissioner Trail reported that research continues on the Speaker's Bureau and grant opportunities.
- Kristy Diaz-Trahan reported that \$425,000 new dollars for recommended Steam Pump Ranch stabilization, water flow and landscaping will be included in the Town budget.

June 1, 2015

-Commissioners Sunshine, Lane and Town staff member Lynanne Dellerman reported on their attendance to the annual Historic Preservation Conference in Flagstaff, AZ.

-The plan for the annual writing contest was discussed. Recommendations from Commissioner Lane included changing the scoring method, having two topics for the essays, and more input from district 4th grade teachers.

-Parks and Recreation Director Kristy Diaz-Trahan reported that the footings are in place for the Steam Pump Ranch Pump House ghost structure. Structure work should be completed by the end of June.

**Minutes of Oro Valley Historic Preservation
Commission Meetings:
September 2014 – June 2015**

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
September 8, 2014
ORO VALLEY COUNCIL CHAMBERS
11000 N. LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

Chair Guyer called the meeting to order at 5:01 p.m.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Dean Strandskov, Vice-Chair
Marilyn Lane, Commissioner
Connie Trail, Commissioner
Eric Thomae, Commissioner

EXCUSED: Ed Hannon, Commissioner

ALSO PRESENT: Mike Zinkin, Town Council Member
Greg Caton, Town Manager
Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation Manager

CALL TO THE AUDIENCE – No speakers

1. REVIEW AND/OR APPROVAL OF THE JUNE 2, 2014 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Thomae and seconded by Vice-Chair Strandskov to approve the June 2, 2014 minutes as written.

MOTION carried, 5-0

2. DEPARTMENT REPORT

Parks & Recreation Director Kristy Diaz-Trahan discussed the following:

- Summer "Art at the Ranch" program was a success.
- Arizona Historic Preservation Conference will be in Flagstaff next year on May 13-15, 2015.
- The Town was awarded \$10,000 for a State Historic Preservation Office (SHPO) grant for the Steam Pump Ranch building condition assessment. The Town was not awarded the \$125,000 request for irrigation at Steam Pump Ranch from the Tohono O'odham Nation. The Town submitted another request for irrigation to Freeport-McMoRan for

\$125,000.

- Steam Pump Ranch programming and circulation plan update team will have their first meeting on September 12, 2014.

Recreation Manager Lynanne Dellerman reviewed the following:

- Oro Valley Historical Society fundraiser on October 10, 2014, called "Boots & Spurs" at the Hilton El Conquistador. A percentage of the proceeds will benefit Steam Pump Ranch.
- Oro Valley Historical Society is discussing signage for the Steam Pump Ranch garden.

3. COMMISSION MEMBER PROJECT ASSIGNMENTS - DISCUSSION AND POSSIBLE ACTION

Chair Guyer explained per Open Meeting Law, subcommittees are not permitted to collaborate in the manner done previously by this Commission. Instead, she requested individuals report back to the group on their researched topics during regular meetings.

a. HISTORIC PRESERVATION OUTREACH EFFORTS

Ms. Guyer explained the City of Mesa has an annual historic writing contest for grades 4-6. Commissioner Lane offered to investigate this topic and report back to the Commission.

b. GRANT OPPORTUNITIES

Chair Guyer asked to keep aware of grant opportunities. Commissioner Thomae offered to take some responsibility for this topic in conjunction with the Certified Local Government (CLG) item.

c. REPORT ON CERTIFIED LOCAL GOVERNMENT RESEARCH

Chair Guyer explained after attending the Arizona Historic Preservation Conference, she is more comfortable with CLG requirements. She thanked Commissioner Trail for the annual report preparation.

d. FUTURE ASSIGNMENTS

Chair Guyer and Commissioner Thomae agreed that a Commissioner could work with staff to update the Oro Valley historic properties inventory in the future.

Chair Guyer suggested a member of the Commission become the official liaison to meet with a member of Oro Valley Historical Society and share information periodically. Vice-Chair Strandskov volunteered to be the liaison. Commissioner Thomae offered to occasionally attend the Oro Valley Historical Society meetings.

4. PLAN A TOUR OF HISTORIC PLACES FOR THE ORO VALLEY HISTORIC PRESERVATION COMMISSION - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman reported that Pat Spoerl and John Ravensloot are interested in talking with the Historic Preservation Commission about potential historic properties within the Town. Commissioner Thomae suggested they give a presentation in December and provide a tour later, if needed. Ms. Dellerman will extend the request and report back to the Commission.

5. PUMP HOUSE PRESERVATION RESEARCH - DISCUSSION AND POSSIBLE ACTION

Commissioner Thomae reported SHPO approval is not required to restore the building but if something was beyond what SHPO wanted done, they could request the building be delisted as a contributing structure. He presented historic photos of the Pump House building and photos from the Fort Lowell Historic District. He recommended the Town continue to have experts determine if the Pump House can be restored.

Town Council Member Zinkin and Town Manager Greg Caton clarified the charge the Town Council issued to the Historic Preservation Commission regarding \$125,000 funding for the steam pump.

Discussion ensued regarding options for the Pump House building. Ms. Diaz-Trahan provided the order of the options (Preservation, Renovation, Restoration and Reconstruction). She distributed a picture of a ghosted structure from Architect Corky Poster's cost estimate.

Commissioner Thomae asked that the end result be provided in writing from SHPO or Mr. Poster.

Council Member Zinkin requested the Commission provide a recommendation at the October 15, 2014 Town Council meeting. Ms. Diaz-Trahan suggested that the Commission's recommendation be brought to the Town Council by staff.

MOTION: A motion was made by Commissioner Lane and seconded by Vice-Chair Strandskov to recommend preservation of the Steam Pump House using the monies allocated of \$125,000 so that it can be preserved and will no longer be deteriorating.

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Lane to amend the motion to specify that the moneys allocated are for the cover.

MOTION carried, 5-0

6. HISTORIC PRESERVATION COMMISSION RECRUITMENT OPPORTUNITIES - DISCUSSION AND POSSIBLE ACTION

Vice-Chair Strandskov suggested applications be available at the Pusch House.

Ms. Diaz-Trahan announced there are two candidates interviewing for the vacant position.

7. EDUCATIONAL OPPORTUNITIES FOR HPC MEMBERS - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman reviewed educational opportunities:

- The Archaeological and Historical Society of Tucson meets at University Hospital once a month. Next meeting is September 15, 2014.
- Archaeology Southwest and Desert Archaeology lectures at Western National Parks and Monuments. Next dates are October 4, 11, 18, and 25.
- Tuesday lecture series at the Arizona State Museum on September 16, 2014.

8. FUTURE AGENDA ITEMS

- Town budget requests with review of draft strategic plan (November).
- Order of recommendations and work flow.

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, OCTOBER 6, 2014 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

Since Chair Guyer and Commissioner Trail are not available on October 6, the Commission changed the meeting date to Monday, October 13, 2014.

ADJOURNMENT

MOTION: A motion was made by Commissioner Lane and seconded by Vice-Chair Strandskov to adjourn the meeting at 6:41 p.m.

MOTION carried, 5-0

Prepared by:



Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 8th day of September, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
October 13, 2014
ORO VALLEY COUNCIL CHAMBERS
11000 N. LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Dean Strandskov, Vice-Chair
Ed Hannon, Commissioner
Marilyn Lane, Commissioner
Jenni Sunshine, Commissioner
Connie Trail, Commissioner
Eric Thomae, Commissioner

ALSO PRESENT: Mike Zinkin, Town Council Member
Kristy Diaz-Trahan, Parks & Recreation Director

CALL TO AUDIENCE

The following individual discussed advocacy and suggested the Historic Preservation Commission and the Oro Valley Historic Society work collectively to organize a speaker's bureau:

Oro Valley Resident Bill Adler

1. REVIEW AND/OR APPROVAL OF THE SEPTEMBER 8, 2014 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Lane to approve the September 8, 2014 minutes as written.

MOTION carried, 7-0

2. INTRODUCTION OF NEW HISTORIC PRESERVATION MEMBER JENNI SUNSHINE - DISCUSSION

Chair Guyer introduced new commissioner Jenni Sunshine and reviewed her background.

3. DEPARTMENT REPORT

Ms. Diaz-Trahan reviewed the following:

- Approval of the preservation of the Pump House with a cover
- Approval of the appropriation to receive \$10,000 from the State Historic Preservation Office for building assessment work
- Second Saturdays at Steam Pump Ranch
- Fall Festival at Steam Pump Ranch
- Pima County Bond Committee meeting regarding historic properties

4. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. ORO VALLEY YOUR VOICE OUR FUTURE ENVIRONMENT COMMITTEE

Chair Guyer said the vision statement does not include historic preservation, but she will work to get that changed. The committee is working on a draft.

b. HISTORIC PRESERVATION OUTREACH EFFORTS

Commissioner Lane discussed the project media needed for a speaker's bureau. She offered to take the lead on this project and will work with Oro Valley Historical Society President Warren Lazar.

c. GRANT OPPORTUNITIES

Commissioner Thomae reported on the grant opportunities he discovered and discussed his research. He plans to continue following up on this item.

d. REPORT ON CERTIFIED LOCAL GOVERNMENT RESEARCH

Commissioner Trail said she plans to write the updated annual report again and update the list of historic properties in Oro Valley.

e. ORO VALLEY HISTORICAL SOCIETY LIAISON

Vice Chair Strandskov provided an overview of the discussions from the last Oro Valley Historical Society meeting.

Kristy Diaz-Trahan suggested Warren Lazar be invited to attend a Historic Preservation Commission meeting and provide an overview of the Oro Valley Historical Society's goals and objectives for next year.

Chair Guyer reopened Item b for further discussion.

b. HISTORIC PRESERVATION OUTREACH EFFORTS

Commissioner Lane reported on her communication with the Mesa Historic Preservation Commission regarding their fourth grade writing contest. Ms. Diaz-Trahan will discuss this with Recreation/Cultural Resources Manager Lynanne Dellerman so it is coordinated with the schools in Oro Valley.

Commissioner Lane will obtain a copy of the Mesa Historic Preservation Commission's application and documentation.

f. FUTURE ASSIGNMENTS

Commissioner Thomae suggested the Historic Preservation Commission have a separate webpage.

Chair Guyer suggested that commissioners provide input to Commissioner Thomae and he will prepare a presentation for the January meeting.

5. PLAN A TOUR OF HISTORIC PLACES FOR THE ORO VALLEY HISTORIC PRESERVATION COMMISSION - DISCUSSION AND POSSIBLE ACTION

Ms. Diaz-Trahan reported Ms. Dellerman is arranging the tour.

6. PRESERVATION EASEMENT AND COMMUNICATION FLOW - DISCUSSION

Ms. Diaz-Trahan reviewed the draft communications/work flow information she created from her conversation with Pima County Cultural Resources Manager Linda Mayro. Ms. Mayro will be invited to a Historic Preservation Commission meeting to discuss the Steam Pump Ranch preservation easement with Pima County.

Discussion ensued regarding:

- Contract with Oro Valley Historical Society
- Projects that trigger communication with Pima County, State Historic Preservation Office and Historic Preservation Commission.

7. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Ms. Diaz-Trahan discussed training held by:

- Archaeology Southwest
- Western National Parks

Commissioner Cook added the Arizona State Museum has training opportunities.

8. FUTURE AGENDA ITEMS

November agenda items:

- Budget discussion

December agenda items:

- Easement Workflow presentation by Pima County Cultural Resources Manager Linda Mayro
- Oro Valley Historical Society President Warren Lazar presentation

January agenda items:

- Historic Preservation Commission website

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, NOVEMBER 3, 2014 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

No discussion.

ADJOURNMENT

MOTION: A motion was made by Commissioner Hannon and seconded by Commissioner Trail to adjourn the meeting at 6:20 p.m.

MOTION carried, 7-0

Prepared by:



Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 13th day of October, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
November 3, 2014
HOPI CONFERENCE ROOM
11000 N. LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Dean Strandskov, Vice-Chair
Ed Hannon, Commissioner
Marilyn Lane, Commissioner
Connie Trail, Commissioner

EXCUSED: Eric Thomae, Commissioner

ALSO PRESENT: Mike Zinkin, Town Council Liaison
Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation Manager

CALL TO THE AUDIENCE – No speakers.

1. REVIEW AND/OR APPROVAL OF THE OCTOBER 13, 2014 REGULAR SESSION MINUTES

MOTION: A motion was made by Vice-Chair Strandskov and seconded by Commissioner Hannon to approve the October 13, 2014 minutes as written.

MOTION carried, 5-0

2. DEPARTMENT REPORT

Parks & Recreation Manager Kristy Diaz-Trahan reported on the following:

- Pump House protection project
- \$10,000 facility assessment grant from the State Historic Preservation Office
- Steam Pump Ranch Subcommittee
- Fall Festival at Steam Pump Ranch
- Department holiday photo at West Lambert Lane Park

3. FISCAL YEAR 15/16 BUDGET RECOMMENDATIONS - DISCUSSION AND POSSIBLE ACTION

Ms. Diaz-Trahan explained the budget process for general fund requests and capital improvement projects. She added there are tentative place holders for the Proctor Lieber property in next fiscal year's budget for \$280,000 and an additional \$280,000 is tentatively held the following fiscal year. This fiscal year, there is funding for cultural resources marketing and promotional items.

The group listed funding needs at the pump, once the structure is installed:

- Educational signage
- A working model
- Walkway around
- Lights shining up to the roof
- Protective barrier around ruins

The commission discussed the following budget request ideas:

- Operational funds for educational outreach (speakers bureau, mailings, etc.)
- Operational money to hire consultants (for projects such as the cultural resources inventory)
- Discussion with Pima County to work cooperatively to improve Honey Bee Village.
- Proper storage for artifacts at the Steam Pump Ranch bunk house.
- A call to the public for donated furnishings and artifacts for the Pusch Ranch House.

4. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. HISTORIC PRESERVATION OUTREACH EFFORTS

Commissioner Lane said she communicated with Mesa and obtained their new historic fiction writing contest information. She suggested this be part of Amphitheatre School District's curriculum with two writing category options for the fourth graders. Ms. Diaz-Trahan advised the contest launch in February and the winner be announced in April/May.

The commission members suggested topics for the essays.

b. GRANT OPPORTUNITIES

No discussion.

c. REPORT ON CERTIFIED LOCAL GOVERNMENT RESEARCH

Commissioner Trail said Pat Spoerl and John Ravesloot will speak at the next meeting and their conversation will shed light on the incompleteness of the cultural resources inventory.

d. CULTURAL RESOURCES WEBSITE

No report.

e. FUTURE ASSIGNMENTS

Chair Guyer said Your Voice, Our Future Environment Committee will have a future report.

5. PLAN A TOUR OF HISTORIC PLACES FOR THE ORO VALLEY HISTORIC PRESERVATION COMMISSION - DISCUSSION AND POSSIBLE ACTION

Recreation Manager Lynanne Dellerman explained Pat Spoerl will discuss these places at the December meeting.

The majority of the commissioners indicated that they would like a tour in the future.

6. HISTORIC PRESERVATION COMMISSION RECRUITMENT OPPORTUNITIES - DISCUSSION AND POSSIBLE ACTION

No discussion.

7. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman distributed the updated Cultural and Historic Resources brochure.

Ms. Dellerman reviewed upcoming educational opportunities.

8. FUTURE AGENDA ITEMS

December Agenda Items:

- Presentation by Pat Spoerl, Ph.D. and John Ravesloot, Ph.D.
- Presentation by Oro Valley Historical Society President Warren Lazar
- Draft document from Your Voice, Our Future Environment Committee

January Agenda Items:

- Presentation by Pima County Administration Cultural Resources Manager Linda Mayro

February Agenda Items:

- Cultural resources website

Commissioner Hannon discussed identifying the mission of the Historic Preservation Commission.

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, DECEMBER 1, 2014 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

No discussion.

ADJOURNMENT

MOTION: A motion was made by Commissioner Trail and seconded by Commissioner Hannon to adjourn the meeting at 6:18 p.m.

MOTION carried, 5-0

Prepared by:



Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 3rd day of November, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
December 1, 2014
HOPI CONFERENCE ROOM
11000 N. LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

Chair Guyer called the meeting to order at 5:00 p.m.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Dean Strandskov, Vice-Chair
Marilyn Lane, Commissioner
Jenni Sunshine, Commissioner
Eric Thomae, Commissioner

EXCUSED: Connie Trail, Commissioner

ALSO PRESENT: Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation Manager
Warren Lazar, Oro Valley Historical Society President
Beverly Ross, Oro Valley Historical Society Member
John Ravesloot PH.D.
Pat Spoerl PH.D.

1. REVIEW AND/OR APPROVAL OF THE NOVEMBER 3, 2014 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Lane and seconded by Vice-Chair Strandskov to approve the November 3, 2014 minutes as written.

MOTION carried, 5-0

2. DEPARTMENT REPORT

Parks & Recreation Director Kristy Diaz-Trahan provided information on upcoming department events.

3. PRESENTATION BY JOHN RAVESLOOT, PH.D. AND PAT SPOERL, PH.D. - DISCUSSION AND POSSIBLE ACTION

John Ravesloot, PH.D. discussed historically significant residences and neighborhoods within the Town of Oro Valley.

Pat Spoerl, PH.D. reviewed the history of Oro Valley and how residences and neighborhoods qualify as historically significant. She also reviewed the process for applying for a qualification on the National Registry of Historic Places.

4. PRESENTATION BY ORO VALLEY HISTORICAL SOCIETY PRESIDENT WARREN LAZAR - DISCUSSION AND POSSIBLE ACTION

Oro Valley Historical Society President Warren Lazar discussed the accomplishments, goals and partnerships relating to the Oro Valley Historical Society.

5. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. HISTORIC PRESERVATION OUTREACH EFFORTS

Commissioner Lane discussed establishing an essay contest for Amphitheater School District fourth grade children in the Oro Valley area. The commission members will email her subject ideas in the form of questions and those will be reviewed at the next meeting. Essays will be submitted to Recreation Manager Lynanne Dellerman.

b. GRANT OPPORTUNITIES

No report.

c. REPORT ON CERTIFIED LOCAL GOVERNMENT RESEARCH

No report.

d. CULTURAL RESOURCES WEBSITE

No report.

e. YOUR VOICE, OUR FUTURE ENVIRONMENT COMMITTEE

The commission reviewed the draft document provided by Chair Guyer. The commission members will provide feedback to Chair Guyer and she will share that feedback with the Your Voice, Our Future Environment Committee.

f. FUTURE ASSIGNMENTS

- Possible tour of historically significant properties.

6. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Lynanne Dellerman discussed the upcoming Second Saturday event at Steam Pump Ranch and offered to email the commission members additional educational opportunities.

7. FUTURE AGENDA ITEMS (THE HISTORIC PRESERVATION COMMISSION MAY BRING FORTH GENERAL TOPICS FOR FUTURE MEETING AGENDAS. DISCUSSION MUST BE LIMITED TO INFORMATION AND CLARIFICATION.)

No future items were discussed.

8. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, JANUARY 5, 2015 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

No comments.

ADJOURNMENT

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Lane to adjourn the meeting at 7:13 p.m.

MOTION carried, 5-0

Prepared by:



Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 1st day of December, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
January 5, 2015
HOPI CONFERENCE ROOM
11000 N LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

Chair Guyer called the meeting to order at 5:00 p.m.

ROLL CALL

PRESENT:

Ellen Guyer, Chair
Dean Strandskov, Vice-Chair
Marilyn Lane, Commissioner
Jenni Sunshine, Commissioner
Eric Thomae, Commissioner
Connie Trail, Commissioner

STAFF PRESENT:

Mike Zinkin, Town Councilmember
Lynanne Dellerman, Recreation Manager
Bayer Vella, Planning Manager/Planning &
Zoning Administrator
James Gardner, Parks Manager

CALL TO THE AUDIENCE – No speakers

1. REVIEW AND/OR APPROVAL OF THE DECEMBER 1, 2014 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Thomae and seconded by Vice-Chair Strandskov to approve the December 1, 2014 minutes as written.

MOTION carried, 6-0

2. ELECTION OF HISTORIC PRESERVATION COMMISSION CHAIR AND VICE CHAIR - DISCUSSION AND POSSIBLE ACTION

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Thomae to reelect Ellen Guyer as Chair of the Historic Preservation Commission for the following year.

MOTION carried, 6-0

MOTION: A motion was made by Vice-Chair Strandskov and seconded by Commissioner Thomae to nominate Marilyn Lane as Vice Chair of the Historic Preservation Commission.

MOTION carried, 6-0

3. DEPARTMENT REPORT (DISCUSSION MUST BE LIMITED TO INFORMATION AND CLARIFICATION.)

Recreation Manager Lynanne Dellerman reported on the following:

- Steam Pump Ranch assessment
- Steam Pump Ranch ramada structure

4. EASEMENT WORKFLOW PRESENTATION BY PIMA COUNTY CULTURAL RESOURCES MANAGER LINDA MAYRO - DISCUSSION AND POSSIBLE ACTION

Pima County Office of Sustainability & Conservation Director Linda Mayro presented the following:

- Background information on the 2004 bond for acquisition and rehabilitation of Steam Pump Ranch.
- The preservation easement was based on Intergovernmental Agreements.
- Steam Pump Ranch and Honey Bee Village are not zoned as historic.
- Steam Pump Ranch is on the National Register of Historic Places, so there are Secretary of Interior standards.
- Town of Oro Valley is a Certified Local Government and should submit plans and consult with the State Historic Preservation Office (SHPO) on National Register criteria.
- The current work flow process.

5. HONEY BEE PRESERVE - DISCUSSION AND POSSIBLE ACTION

Planning Manager/Planning & Zoning Administrator Bayer Vella explained Pima County worked with the developer on the development plan. He review the layout of the plan, with the preserve in the middle surrounded by residential with a commercial center at the front on Moore Road. The developer with this vision sold the property.

A couple months ago, a residential developer was interested in purchasing this area for a single family residential subdivision, with access to the back of the property. Mr. Vella anticipates the site plan will involve commercial and it is important to retain the parking and layout. He will keep the Commission informed when staff receives a reapplication or rezoning.

Discussion ensued regarding:

- Museum for artifacts and Visitors Center
- Required open space set aside and dedicated
- Rezoning is at least a six (6) month process
- 2015 bond election funds for development of Honey Bee Village as an archeological park will not be expended unless the property has public access
- It is important to know what we want exactly for the property

6. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. HISTORIC PRESERVATION OUTREACH EFFORTS

1) WRITING CONTEST

Commissioner Lane worked with Ms. Dellerman and Ms. Diaz-Trahan to finalize the application. She will contact Amphitheater School to determine the next steps and will work with Ms. Dellerman to move forward.

2) SPEAKERS BUREAU

Commissioner Lane suggested using Bill Adler's informational video, a script and brochures. A script needs to be developed.

Commissioner Trail offered to contact Oro Valley Historical Society President Warren Lazar regarding working together on this project.

Chair Guyer opened the floor to audience member and Oro Valley resident Bill Adler. Mr. Adler advised the Commission to link preserving history to economic development.

Commissioner Lane suggested the public be informed through educating service organizations. Chair Guyer added that a bureau would serve multiple purposes.

b. GRANT OPPORTUNITIES

Commissioner Thomae distributed a document he created illustrating grant opportunities. He reviewed the processes and opportunities.

Discussion ensued amongst the Commissioners and staff.

c. CULTURAL RESOURCES WEBSITE

No report.

d. YOUR VOICE, OUR FUTURE ENVIRONMENT COMMITTEE

Chair Guyer said the final draft is in the packet and it includes Commissioner's comments.

e. FUTURE ASSIGNMENTS

No future assignments.

7. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman emailed the information to the Commissioners prior to the meeting.

Commissioner Lane suggested researching Western National Parks trainings.

8. FUTURE AGENDA ITEMS

February Agenda:

- Cultural resources website
- Review of easement workflow
- Reviewing current ordinances
- Assessment Report
- Your Voice, Our Future Community Committee

March Agenda:

- Historic Oro Valley properties presentation by Commissioner Thomae

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, FEBRUARY 2, 2015 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

No discussion.

ADJOURNMENT

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Thomae to adjourn the meeting at 6:40 p.m.

MOTION carried, 6-0

Prepared by:



Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 5th day of January, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
February 2, 2015
HOPI CONFERENCE ROOM
11000 N. LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

Chair Guyer called the meeting to order at 5:00 p.m.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Marilyn Lane, Vice Chair
Dean Strandskov, Member
Jenni Sunshine, Commissioner
Eric Thomae, Commissioner
Connie Trail, Commissioner

STAFF PRESENT: Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation Manager
Nancy Ellis, Multimodal Planner
James Gardner, Parks Manager

CALL TO THE AUDIENCE – No speakers.

1. REVIEW AND/OR APPROVAL OF THE JANUARY 5, 2015 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Thomae and seconded by Member Strandskov to approve the January 5, 2015 minutes as written.

MOTION carried, 5-0

Vice Chair Lane arrived after vote, at 5:00 p.m.

2. CULTURAL RESOURCES WEB PAGE - DISCUSSION AND POSSIBLE ACTION

The Commissioners discussed the expectations for this webpage. Parks and Recreation Director Kristy Diaz-Trahan explained the structure of the Mesa website verses the Town of

Oro Valley website.

The web page should include the following:

- How to become listed on the "National Register of Historic Places"
- Writing contest information
- "Lost, but not forgotten historic properties in Oro Valley"
- The annual report
- Oro Valley Historical Society contact information
- Historic Preservation Commission meeting schedule

Chair Guyer concluded the Commission would like the Mesa webpage to be the template for the Town of Oro Valley historic preservation web page.

3. STEAM PUMP RANCH ASSESSMENT REPORT - DISCUSSION AND POSSIBLE ACTION

a. REVIEW REPORT

Ms. Diaz-Trahan introduced the staff who worked on the report; Parks Manager James Gardner and Recreation Manager Lynanne Dellerman. Ms. Diaz-Trahan reviewed the executive summary. Mr. Gardner discussed water abatement and rodent control issues. The goal is stabilization to stop erosion of the building. He discussed funding options and solutions for the stabilization.

Discussion ensued amongst the Commissioners regarding preservation needs and concerns about the state of the property.

b. DEPARTMENT FUNDING REQUESTS

Mr. Gardner discussed costs associated with the stabilization.

Ms. Diaz-Trahan discussed current funding requests for Steam Pump Ranch.

MOTION: A motion was made by Commissioner Thomae that the Parks and Recreation Director give this information to the Mayor and Town Council and he calls on people individually to make sure this is on their radar.

Commissioner Thomae withdrew the motion.

MOTION: A motion was made by Commissioner Thomae to endorse the Steam Pump Ranch Assessment Report and voice the Commission's concerns to the Mayor and Town Council, in addition the Commission absolutely supports the numbers in the report in conjunction with the assessment.

Commissioner Thomae withdrew the motion.

MOTION: A motion was made by Chair Guyer and seconded by Commissioner Thomae in order to comply with the Town of Oro Valley obligation to maintain the buildings in the historic core on Steam Pump Ranch, and in consideration of the current Steam Pump Ranch Assessment Report. The Historic Preservation Commission strongly endorses the items related to the stabilization requests included in the Parks and Recreation CIP proposal.

MOTION carried, 6-0

4. DEPARTMENT REPORT

Ms. Dellerman said the Steam Pump Ranch Master Plan is 99 percent complete but we are waiting on Arizona Department of Transportation for their final approval.

5. STEAM PUMP RANCH HISTORIC GARDEN ADDITIONAL PITHOUSES - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman stated Archaeology Southwest came to the Oro Valley Historical Society and Ms. Dellerman to request two additional small pit houses for educational purposes next to the existing pit houses. The request has been sent to Linda Mayro at Pima County and once she approves the proposal, it will come to the Historic Preservation Commission.

Discussion ensued amongst the Commission and staff regarding:

- The area of the replicas
- Being certain it is publicly known they are replicas
- The activities at the site and the intent of the site
- A draft report of intent to the Commission

6. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. HISTORIC PRESERVATION OUTREACH EFFORTS

1) WRITING CONTEST

Vice Chair Lane reported she delivered 60 brochures to be distributed to 4th grade teachers in the Amphitheater school district. She suggested the contest be on Town's website and applications and information be available in the library. Commissioner Thomae suggested information be available at Steam Pump Ranch.

2) SPEAKERS BUREAU

Commissioner Trail offered to take the lead on this item. She distributed a report listing preliminary topics to include such as:

- Role of Commission
- How to nominate a property
- Cultural and historical resources in Oro Valley
- Historical stories in Oro Valley

She discussed possible speakers and funding sources.

b. GRANT OPPORTUNITIES

Multimodal Planner and grant writer Nancy Ellis discussed the following key questions when reviewing grant opportunities:

- Determine a minimum amount for applying
- You can't chase the money
- Partnerships are crucial
- Many grants require matching funds in cash

c. CULTURAL RESOURCES WEBSITE

No discussion.

d. YOUR VOICE, OUR FUTURE COMMUNITY COMMITTEE

Vice Chair Lane provided an update on Item #6d. Including the following:

- Resident's desire for a Town Center and the challenges of location and title
- The suggested policies in the Your Voice, Our Future Community Committee

The Commission provided feedback regarding the suggested policies.

e. FUTURE ASSIGNMENTS

Commissioner Thomae is creating a virtual windshield tour of historic properties in Oro Valley to share with the Commission.

7. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman announced the upcoming educational opportunities.

8. FUTURE AGENDA ITEMS

- Steam Pump Ranch Assessment Report (March)
- Reviewing the Historic Preservation Commission's mission (March)
- Windshield tour presented by Commissioner Thomae (April)
- Zoning ordinance (future)

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING
TENTATIVELY FOR MONDAY, MARCH 2, 2015 TO BEGIN AT 5:00 P.M. -
DISCUSSION AND POSSIBLE ACTION

No discussion.

ADJOURNMENT

MOTION: A motion was made by Commissioner Thomae and seconded by Vice Chair Lane to adjourn the meeting at 6:51 p.m.

Prepared by:



Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 2nd day of February, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
March 2, 2015
HOPI CONFERENCE ROOM
11000 N. LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Marilyn Lane, Vice Chair
Dean Strandskov, Commissioner
Jenni Sunshine, Commissioner
Eric Thomae, Commissioner
Connie Trail, Commissioner

STAFF PRESENT: Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation & Cultural Resources Manager
Michael Spaeth, Senior Planner
Bayer Vella, Planning Manager/Planning & Zoning Administrator

CALL TO THE AUDIENCE – No speakers.

1. REVIEW AND/OR APPROVAL OF THE FEBRUARY 2, 2015 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Strandskov to approve the February 2, 2015 minutes as written.

MOTION carried, 6-0

2. STEAM PUMP RUIN PROTECTIVE COVER DESIGN PRESENTATION - DISCUSSION AND POSSIBLE ACTION

Poster Frost Mirto Architect/Principal Planner Corky Poster discussed work on the Steam Pump Ranch Master Plan and current efforts on the Pump House protective structure.

The Pump House can be left as a ruin, or restored by filling in the walls with contemporary materials. They have looked into adding a protective structure. The State Historic Preservation Office (SHPO) prefers that approach.

Mr. Poster reviewed the following:

- Stabilization of the adobe structure by repairing decay
- Save the ruin and create a ghosted protective structure
- Floor Plan
- Roof plan - original roofing is available for reuse

MOTION: A motion was made by Commissioner Strandkov and seconded by Vice Chair Lane to accept the Steam Pump Ranch Pump House stabilization proposal, to include the proposed cover.

MOTION: A motion was made by Commissioner Thomae to amend the motion to reflect the Commission's preference for the reinstallation of the original roofing.

Commissioner Strandkov and Vice Chair Lane agreed to the amendment.

MOTION carried, 6-0

3. NEW PROPOSAL FOR PUBLIC ACCESS AND PARKING AT HONEY BEE PRESERVE - DISCUSSION

Senior Planner Michael Spaeth explained the original plan relating to the Vistoso Town Center, adjacent to Honey Bee Preserve. The Town received a proposal to reduce the commercial space from 9.5 to 2 acres, with remaining land as residential and an archaeological display area. Town staff worked with the applicant, developer and Pima County to develop key concepts. He reviewed the concepts.

WLB Group Senior Project Manager and LEED AP Paul Oland explained he is the applicant and discussed the interest in residential development with a commercial (office/retail) element and archaeological display area.

Justin Smith with Mattamy Homes discussed the parcels purchased and designations.

The Commission expressed concern about the CC&R language pertaining to stewardship on the preserve, as residents cannot make changes within the preserve.

The Commission discussed the following:

- Residential (single family) would be preferred to commercial
- Ample parking is important for those visiting the preserve
- Commercial area placement is important
- A separate entry into the preserve is good
- An external community wall buffer of 10-20 feet would be sufficient

4. HISTORIC PRESERVATION WEB PAGE - DISCUSSION AND POSSIBLE ACTION

Recreation Manager Lynanne Dellerman reviewed the City of Mesa web page in comparison to the Town of Oro Valley web page.

The Commission will review the website on their own and discuss it in April.

Chair Guyer moved Item 6 prior to Item 5.

6. STEAM PUMP RANCH HISTORIC GARDEN ADDITIONAL PITHOUSES - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman discussed the purpose of the garden and reviewed information regarding the Hands-On program by Archaeology Southwest.

Discussion followed regarding:

- Activities at the ranch should be of the accurate period and should be relevant
- Addressing the whole site
- Certain activities distract from the ranch

Chair Guyer said the Steam Pump Ranch Master Plan Update is in process and that document needs to be considered prior to a decision on the additional pit houses.

5. HISTORIC PRESERVATION COMMISSION CODE REVIEW - DISCUSSION AND POSSIBLE ACTION

The Commissioners volunteered to review sections of the code and provide feedback to the rest of the Commission. The sections were divided as follows:

- 6-10-1: Purpose, Mission and Objectives (excludes definitions) - Commissioner Trail
- 6-10-5: Historic Preservation Commission, Powers and Duties forward - Chair Guyer
- 6-10-6 and 6-10-7: Incentives and Historic Landmark Designation Process - Commissioner Sunshine
- 6-10-8: Historic District Designation - Commissioner Thomae
- 6-10-09: Certificate of Appropriateness - Vice Chair Lane
- General document review - Commissioner Strandskov

7. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. HISTORIC PRESERVATION OUTREACH EFFORTS

1) WRITING CONTEST

Vice Chair Lane said no applications have been received. The submission deadline was March 13, 2015. The Commission agreed to change the deadline to March 27, 2015.

2) SPEAKERS BUREAU

Commissioner Trail and Multimodal Coordinator Nancy Ellis estimate the cost for this project at \$5,000. Many grant programs are 1:1 matches, so she recommended asking for \$2,500 with the Town covering the remainder. Ms. Diaz-Trahan pointed out that funding can be identified as in-kind and include staff time, consultation, etc. She suggested seeking a funding partner.

b. GRANT OPPORTUNITIES

No discussion.

c. YOUR VOICE, OUR FUTURE COMMUNITY COMMITTEE

Vice Chair Lane reported on several action ideas from the last meeting and discussed these items with the Commission.

d. FUTURE ASSIGNMENTS

No future assignments at this time.

8. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Staff and the Commission reported on the following:

- Arizona Archaeology Awareness Month
- Archaeology Expo in Yuma
- Southwest Indian Art Fair on March 21-22, 2015

9. DEPARTMENT REPORT

Ms. Diaz-Trahan reported on the following items:

- Pima County Bond project
- Oro Valley Meet Yourself event on March 21-22, 2015

10. FUTURE AGENDA ITEMS

- Virtual driving tour presentation by Commissioner Thomae (April)
- Ordinance review (May)
- Children's Historic Preservation Fair in February 2016 partnership (May)
- Year end wrap-up and agenda setting for the next year (June)

11. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, APRIL 6, 2015 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

No discussion.

ADJOURNMENT

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Trail adjourned the meeting at 7:17 p.m.

MOTION carried, 6-0

Prepared by:



Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 2nd day of March, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
April 6, 2015
HOPI CONFERENCE ROOM
11000 N. LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

Chair Guyer called the meeting to order at 5:00 p.m.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Marilyn Lane, Vice Chair
Dean Strandskov, Commissioner (arrived at 5:22 p.m.)
Jenni Sunshine, Commissioner
Eric Thomae, Commissioner
Connie Trail, Commissioner

STAFF PRESENT: Mike Zinkin, Town Council Member
Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation & Cultural Resources
Manager

1. REVIEW AND/OR APPROVAL OF THE MARCH 2, 2015 REGULAR SESSION
MINUTES

MOTION: A motion was made by Commissioner Thomae and seconded by Vice Chair Lane to approve the March 2, 2015 minutes as written.

MOTION carried, 5-0

2. VIRTUAL DRIVING TOUR PRESENTATION - DISCUSSION AND POSSIBLE
ACTION

Commissioner Thomae reviewed the following significant properties/structures in Oro Valley and the surrounding area:

- Countess of Suffolk - Forest Lodge
- Joseph E. McAdams House
- Cielo Tierra Ranch

He reviewed the following Oro Valley pre-1974 subdivisions:

Oro Valley Estates

- 300 W. Greenock Dr. (later Oro Valley Country Club) - circa 1959
- 265 W. Greenock Dr. - circa 1959
- 50 W. Greenock Dr. - circa 1959
- 51 W. Greenock Dr. - circa 1964
- 4 W. Greenock Drive - circa 1959

Campo Bello
- 8860 N. Camino Coronado - circa 1953

Linda Vista Citrus Tracts No. 2
- 630 Calle Concordia - circa 1943

Shadow Mountain Estates
- 325 W. Rolling Hills Street - circa 1968
- 210 W. Meadowbrook Dr. - circa 1960
- 151 W. Meadowbrook Dr. - circa 1961
- 40 Calle Concordia - circa 1960

Shadow Mountain Estates - East
- 8902 N. Riviera Dr. - circa 1964

Fairhaven Village
- 8444 Yosemite Ave - circa 1969
- 220 W. Fairhaven - circa 1969
- 8432 N. Yellowstone Ave. - circa 1969

Commissioner Thomae suggested identifying key figures in Oro Valley and looking into their residences.

Chair Guyer suggested narrowing the focus to Forest Lodge for now. Commissioner Sunshine offered to speak with the managers of Forest Lodge about the property and she will report back to the Commission in May. She added it would be good to have a document available for people pulling permits regarding guidelines to consider before making changes to their ranch houses.

3. HISTORIC PRESERVATION WEB PAGE - DISCUSSION AND POSSIBLE ACTION

Ms. Diaz-Trahan reviewed the web page and content. The Commission recommended the following changes:

- Add a picture below the word "History" on the front web page
- Add the Oro Valley Cultural Heritage Preservation Plan to the main page
- Information about visiting the Oro Valley Historical Society during Second Saturdays
- A description explaining Second Saturdays
- A "Place to Visit" link
- Rename Second Saturdays (or elaborate on the name)

4. STEAM PUMP RANCH HISTORIC GARDEN ADDITIONAL PITHOUSES - DISCUSSION

Parks and Recreation Director Kristy Diaz-Trahan explained this item was addressed and approved several months ago and action has been completed. The purpose of the discussion is to remind the Commission of the presentation by Archaeology Southwest regarding their project, including additional pit houses.

Vice Chair Lane did not recall the word "additional" regarding pit houses. Ms. Diaz-Trahan said Archaeology Southwest was to partner with the Oro Valley Historical Society to coordinate the pit houses and education programming in the gardens. This Commission supported that and the item was then approved by the Town Council to provide an addendum with our partnership with the Oro Valley Historical Society to include Hands-On Archaeology components.

Recreation and Cultural Resources Manager Lynanne Dellerman clarified the wording on the Town Council meeting minutes states one or more pit houses. Commissioner Thomae said the Commission did not support more than one pit house.

Ms. Diaz-Trahan said she would speak to Archaeology Southwest and convey the Commissions concerns.

Ms. Diaz-Trahan explained the Commission can discuss and take action on this item at the next meeting. A recommendation can be added to the consent agenda for a future Town Council meeting and an addendum made on the Oro Valley Historical Society agreement.

5. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. HISTORIC PRESERVATION OUTREACH EFFORTS

1) WRITING CONTEST

Chair Guyer said there is not a clear second place winner. Vice Chair Lane agreed to review the tie breakers, make a decision and report back to the group.

Discussion ensued regarding:

- Awards will be presented during the Settler's Day event
- One topic will be available next time and scoring will be from 1-10
- Winners will go before the Town Council and receive an award
- Essays on the Pusch Ranch topic will be displayed at the ranch house
- Winning essays will be displayed at the Oro Valley Library

2) SPEAKERS BUREAU

Commissioner Trail is working with Multimodal Planner Nancy Ellis to determine grant opportunities. She reviewed work she and Ms. Ellis have completed.

b. GRANT OPPORTUNITIES

No discussion.

c. FUTURE ASSIGNMENTS

No discussion.

6. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION

COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Recreation Manager Lynanne Dellerman discussed various educational opportunities.

7. DEPARTMENT REPORT

Ms. Diaz-Trahan reviewed Steam Pump Ranch historic pump house restoration information created by Parks Manager James Gardner. The stabilization work has been done and construction permitting has been submitted. We anticipate structure completion by fiscal year end, followed by additional stabilization. The State Historic Preservation Office is in favor of the process.

8. FUTURE AGENDA ITEMS

- Commission's preference for quantity of pit houses at Steam Pump Ranch
- Historic Preservation Conference review (June agenda)
- HPC Powers and Duties
- Steam Pump Ranch circulation
- Inventory

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, MAY 4, 2015 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

No discussion.

ADJOURNMENT

MOTION: A motion was made by Commissioner Trail and seconded by Commissioner Thomae adjourned the meeting at 6:54 p.m.

MOTION carried, 6-0

Prepared by:



Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 6th day of April, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
May 4, 2015
HOPI CONFERENCE ROOM
11000 N. LA CANADA DRIVE

CALL TO ORDER

Chair Guyer called the meeting to order at 5:01 p.m.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Marilyn Lane, Vice Chair
Dan Huff, Commissioner
Dean Strandskov, Commissioner
Jenni Sunshine, Commissioner
Eric Thomae, Commissioner
Connie Trail, Commissioner

STAFF PRESENT: Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation & Cultural Resources
Manager

CALL TO AUDIENCE

Oro Valley Resident Bill Adler requested the agendas include the name of the person leading each item and parameters of what the discussion includes.

1. REVIEW AND/OR APPROVAL OF THE APRIL 6, 2015 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Trail and seconded by Commissioner Thomae to approve the April 6, 2015 minutes as written.

MOTION carried, 7-0

2. WELCOME NEW HISTORIC PRESERVATION COMMISSION MEMBER DAN HUFF - DISCUSSION

Chair Guyer welcomed new commissioner, Dan Huff and discussed his background.

3. HISTORIC PRESERVATION COMMISSION CODE REVIEW - DISCUSSION AND POSSIBLE ACTION

The group divided the code into sections and the following commissioners reviewed each of their sections and discussed with the group:

- Commissioner Trail reviewed Section 6-10-1: Purpose, Mission and Objectives
- Chair Guyer reviewed Section 6-10-5: Historic Preservation Commission

- Commissioner Sunshine reviewed Section 6-10-6: Incentives and Section 6-10-7: Historic Landmark Designation Process
- Commissioner Thomaе reviewed Section 6-10-8: Historic District Designation
- Commissioner Lane reviewed Section 6-10-9: Certificate of Appropriateness

4. STEAM PUMP RANCH PROGRAMMING AND CIRCULATION UPDATE - DISCUSSION AND POSSIBLE ACTION

Ms. Diaz-Trahan explained the Town established an ADHOC committee to develop a plan for safe access and traffic circulation on the property, while staying true to the original components of the plan. Work started in September and concluded in March. She discussed the legend and reviewed each section of the property.

MOTION: A motion was made by Vice Chair Lane and seconded by Commissioner Strandskov to approve the Steam Pump Ranch Full Build-Out Phase Turnaround at Pump Building Circulation Alternative Plan.

MOTION carried, 7-0

5. STEAM PUMP RANCH HISTORIC GARDEN ADDITIONAL PITHOUSES - DISCUSSION AND POSSIBLE ACTION

Chair Guyer asked the Commission to provide a recommendation on the preferred number of pit houses at Steam Pump Ranch. The commissioners discussed their preferences and concerns about the pit houses. Ms. Dellerman confirmed there would only be two pit houses on the property at one time, after one is burnt.

MOTION: A motion was made by Commissioner Thomaе and seconded by Commissioner Trail to approve pit houses on this property not to exceed three (3) at any given time.

MOTION carried, 4-3 with Vice Chair Lane, Commissioner Strandskov, and Commissioner Sunshine opposed

6. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. HISTORIC PRESERVATION OUTREACH EFFORTS

1) WRITING CONTEST AWARDS

Vice Chair Lane said Ms. Dellerman is posting the essays written about the Pusch Ranch at the ranch house.

2) SPEAKERS BUREAU

Commissioner Trail is working with Multimodal Planner Nancy Ellis on this item. They have endorsement letters and are exploring several grants.

b. GRANT OPPORTUNITIES

Commissioner Thomae said he continues work on this item.

Ms. Diaz-Trahan announced the Town received notice the Tohono O'odam grant is open again and staff is working on submittal ideas.

c. HISTORIC PROPERTIES REPORT

Commissioner Sunshine spoke to someone regarding Forest Lodge and there is a partnership opportunity to provide a presentation to elementary and high school students. It is a residence but tours from outside may be permitted.

d. FUTURE ASSIGNMENTS

Commissioner Thomae will research the McAdams House and try to contact someone at that location. He will provide information at the next meeting.

7. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman provided educational opportunities for the commissioners.

8. DEPARTMENT REPORT

Ms. Diaz-Trahan reported the capital improvement budget recommendation is \$425,000 new dollars for Steam Pump Ranch. The order of priority is stabilization, grading, landscaping and irrigation installation. Funds will also address the ingress and egress opportunities. Remaining funds will be for design work for the Procter Leiber house.

9. FUTURE AGENDA ITEMS

June Meeting:

- Revise plan for writing contest
- Work Plan for upcoming year
- Annual Report
- Presentation by Oro Valley Historical Society regarding inventory
- Arizona Historic Preservation Conference Review
- Your Voice, Our Future presentation

10. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, JUNE 1, 2015 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

No discussion.

ADJOURNMENT

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Trail adjourn the meeting at 7:09 p.m.

MOTION carried, 7-0

Prepared by:

Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 4th day of May, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
June 1, 2015
HOPI CONFERENCE ROOM
11000 N. LA CANADA DRIVE

CALL TO ORDER AT OR AFTER 5:00 P.M.

ROLL CALL

PRESENT: Ellen Guyer, Chair
Marilyn Lane, Vice Chair
Dan Huff, Commissioner
Dean Strandskov, Commissioner
Jenni Sunshine, Commissioner
Eric Thomae, Commissioner
Connie Trail, Commissioner

STAFF PRESENT: Kristy Diaz-Trahan, Parks & Recreation Director
Tobin Sidles, Director of Legal Services
Lynanne Dellerman, Recreation & Cultural Resources
Manager
Nora Campbell, Planner

CALL TO THE AUDIENCE

No speakers.

1. REVIEW AND/OR APPROVAL OF THE MAY 4, 2015 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Trail and seconded by Commissioner Thomae to approve the minutes as written.

MOTION carried, 7-0

2. YOUR VOICE, OUR FUTURE PRESENTATION - DISCUSSION AND POSSIBLE ACTION

Planner Nora Campbell presented the Your Voice, Our Future project. She discussed the current phase of the project and the goal of obtaining board and commission feedback. Chair Guyer requested the commissioners send their comments to Recreation & Cultural Resources Manager Lynanne Dellerman. Commissioner comments are due by July 31 to the staff liaison.

3. HISTORIC PRESERVATION COMMISSION WORK PLAN - DISCUSSION AND POSSIBLE ACTION

Chair Guyer discussed agenda items for the upcoming year:

- 1) Property markers
- 2) Historic Preservation Plan review
- 3) Rock Art, Ranch and Residence: Cultural Resources in Oro Valley review
- 4) Meaning and process for designation of historic districts
- 5) Guest speakers/consultants (architecture, oral histories)
- 6) The absence of a historic preservation officer
- 7) Update on Steam Pump Ranch
- 8) How do we oversee any relevant project?

4. HISTORIC PRESERVATION COMMISSION ANNUAL REPORT - DISCUSSION AND POSSIBLE ACTION

Commissioner Trail said she wrote the decisions made section through April (from the official minutes). Once the June minutes are approved, the document will be completed.

5. HISTORIC PRESERVATION CONFERENCE REVIEW - DISCUSSION

Commissioner Lane and Commissioner Sunshine attended the conference and each discussed the educational sessions they attended. Ms. Dellerman discussed her experience at the conference.

Ms. Diaz-Trahan reported the Town applied for a grant and hopefully additional staff may attend next year.

6. COMMISSION MEMBER PROJECT ASSIGNMENTS AND REPORTS - DISCUSSION AND POSSIBLE ACTION

a. HISTORIC PRESERVATION OUTREACH EFFORTS

1) REVISE WRITING CONTEST PLAN

- Vice Chair Lane wrote improvements for the 2015-16 writing contest.
- Commissioner Thomae suggested the teachers submit their top 5 or 10.
- Commissioner Lane discussed obtaining the standard for criteria.
- Commissioner Sunshine suggested including charter schools and home schools.
- Ms. Diaz-Trahan suggested having the presentation in the spring.

2) SPEAKERS BUREAU

Commissioner Trail communicated with Multimodal Planner Nancy Ellis regarding the grant. They have not heard anything yet but she will keep everyone posted. The Speaker's Bureau will have many moving parts and more volunteers will be needed.

b. GRANT OPPORTUNITIES

Commissioner Thomae continues to monitor this item.

c. HISTORIC PROPERTIES REPORT

Commissioner Sunshine suggested inviting owners of historic homes to Historic Preservation Commission meetings to be honored. She plans to reach out to additional property owners in the fall.

d. FUTURE ASSIGNMENTS

Commissioner Thomae plans to take more photos of buildings at Steam Pump Ranch and present them as a future assignment.

Oro Valley resident Bill Adler

- Suggested involvement in the next two fiscal year budgets because they include funds for Steam Pump Ranch capital improvement projects.
- Advised finding information regarding historic properties to display in the Oro Valley Historical Society display cases at the Oro Valley Library.
- Recommended an increase collaboration with the Oro Valley Historical Society.

7. EDUCATIONAL OPPORTUNITIES FOR HISTORIC PRESERVATION COMMISSION MEMBERS - DISCUSSION AND POSSIBLE ACTION

Ms. Dellerman reported on the following:

- Archaeology summer camp for adults.
- Lecture with archaeology and history club on June 15, 2015.

8. DEPARTMENT REPORT (DISCUSSION MUST BE LIMITED TO INFORMATION AND CLARIFICATION.)

The Pima County bond package will be presented to the voters in November. Town of Oro Valley's requests include: \$2 million for Steam Pump Ranch historic core/building improvements, \$500,000 for Honeybee archeological site, \$15 million for the business accelerator, \$10 million for Naranja Park and \$3 million for James D. Kriegh Park.

9. FUTURE AGENDA ITEMS (THE HISTORIC PRESERVATION COMMISSION MAY BRING FORTH GENERAL TOPICS FOR FUTURE MEETING AGENDAS. DISCUSSION MUST BE LIMITED TO INFORMATION AND CLARIFICATION.)

- Steam Pump Ranch (Informational only)
- Report on houses at Steam Pump Ranch

10. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, SEPTEMBER 8, 2015 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

The next meeting will be held on Tuesday, September 8, 2015, not Monday.

ADJOURNMENT

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Sunshine adjourned the meeting at 6:48 p.m.

Prepared by:

Danielle Tanner

Danielle Tanner
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Historic Preservation Commission of Oro Valley, Arizona held on the 1st day of June, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

Commissioner Attendance Per Meeting

Meeting Date	Present	Excused	Absent
9/8/2014	Ellen Guyer Dean Strandskov Marilyn Lane Connie Trail Eric Thomae	Ed Hannon	
10/13/2014	Ellen Guyer Dean Strandskov Ed Hannon Marilyn Lane Jenni Sunshine Eric Thomae Connie Trail		
11/3/2014	Ellen Guyer Dean Strandskov Ed Hannon Marilyn Lane Connie Trail	Eric Thomae	
12/1/2014	Ellen Guyer Dean Strandskov Marilyn Lane Jenni Sunshine Eric Thomae	Connie Trail	
1/5/2015	Ellen Guyer Dean Strandskov Marilyn Lane Jenni Sunshine Eric Thomae Connie Trail	Ed Hannon	
2/2/2015	Ellen Guyer Marilyn Lane Dean Strandskov Jenni Sunshine Eric Thomae Connie Trail		
3/2/2015	Ellen Guyer Marilyn Lane Dean Strandskov Jenni Sunshine Eric Thomae Connie Trail		
4/6/2015	Ellen Guyer Marilyn Lane Dean Strandskov Jenni Sunshine Eric Thomae Connie Trail		
5/4/2015	Ellen Guyer Marilyn Lane Dan Huff Dean Strandskov Jenni Sunshine Connie Trail Eric Thomae		
6/1/2015	Ellen Guyer Marilyn Lane Dan Huff Dean Strandskov Jenni Sunshine Connie Trail Eric Thomae		

**Applications/Resumes of current
Historic Preservation Commission members**



DEC 18 09 11:51 AM '09

ORO VALLEY VOLUNTEER APPOINTMENT APPLICATION

Dear Oro Valley Citizen:

We appreciate your interest in the Town of Oro Valley. This informational form, when completed, will allow us to quickly process your application. A list describing the Town's Boards and Commissions is attached for your reference. Information reflecting the procedures surrounding the appointment process to Boards is also attached. Your application will remain on file for two years from date of receipt.

Your supplying this data will greatly assist us in understanding how we can best use your talents and experience. We thank you kindly for volunteering to serve the Town.

Please note: No volunteer shall serve on more than one standing Board at any time and must have resided in the Town for 1 year.

Please return to the Town Clerk's Office, 11,000 North La Cañada Drive, Oro Valley, Arizona 85737.

Name Guyer Ellen D.
Last First Middle

Address _____ AZ 85755
Street City State Zip

Home Phone _____ Business Phone _____ Email _____

Number of Years in Oro Valley 1.5 full-time (Must be a resident of the Town for 1 year.)

Signature Ellen D. Guyer Date 12/18/09

Please indicate the board or commission you wish to join: Planning and Zoning Commission

Please list your volunteer services in Oro Valley and with other organizations including any boards or commissions on which you have served: (board/commission, civic, educational, cultural, social, etc.)

please see attached pages

How does your previous volunteer service prepare you for the board or commission appointment for which you have applied? Please describe an issue considered at a meeting of the Board or Commission for which you are applying.

please see attached pages

Have you attended the Citizens Planning Institute? yes Are you willing to attend? _____

Briefly describe your educational/vocational background.

BA U Montana; MA Columbia U; additional PhD work UMin; career as college dean

IF DESIRED, ADDITIONAL INFORMATION MAY BE ATTACHED

www.townoforovalley.com

4/18/06

Oro Valley Volunteer Appointment Application

Ellen D. Guyer

Question 1

In May 2008 I retired after 32 years of employment at Macalester College in St. Paul, Minnesota and moved permanently to Oro Valley. I spent the first year here adjusting to retirement and getting to know our new environment. Then this past summer I felt ready to seek opportunities to contribute to the well being of the community. I discovered the Citizen Planning Institute, which I have been a member of this fall, and am now excited about the possibility of joining a commission or board.

Since I have only recently retired and moved to Oro Valley, I do not have a record of local involvement. However, I have always had a strong belief in the value of civic engagement. Indeed, after I graduated from college I served as a volunteer in the Peace Corps and followed that with numerous volunteer positions in Minnesota. For example, one that meant a great deal to me was being a leader for a Girl Scout troop. My entire career was spent in higher education, a career that by its very nature involves a strong service ethic.

Question 2:

I began at Macalester College, a four-year, private, liberal arts college, as a faculty member in the Department of Linguistics and English as a Second Language. In 1986 I took a position in the academic administration and became Dean of Academic Programs. My experiences in this position would enable me to be an effective committee member for the town of Oro Valley. I was a member and sometimes chair of numerous campus committees that involved working with multiple constituents: students, faculty, staff, administration and trustees. For example, I chaired the Reunion/Commencement Committee for several years. This committee planned the week-long event at the end of the year that enabled alumni to reconnect with the campus, parents to watch their children graduate, and trustees to conduct their business meeting and participate in events. Balancing the needs of these various groups required me to demonstrate skillful communication and careful attention to detail. Also, I co-chaired a committee called the Self-Study Committee, a group comprised of students, faculty, staff and trustees. This group was charged with conducting an examination of the current state of the College and then developing strategic plans for the future. There were many competing demands and interests, and thus I was required to manage our work with diplomacy and tact.

I could provide numerous other examples of work that engaged me over the years, all of which I offer as a means of demonstrating that I know how to be an effective committee member, to balance the needs of different groups in problem-solving and decision making and to adhere to the requirements set out by law or other regulations while negotiating the sometimes conflicting desires of different constituents.

I am particularly interested in the work of the Planning and Zoning Commission as it seems to require effective listening skills as well as an ability to weigh various sides of a problem and reach a conclusion accepted by all involved parties. Questions of changes to the zoning code or planning for future development will naturally require an ability to see the big picture, to meet the needs of diverse groups while following the requirements set out in the zoning code and general plan. I am particularly interested, for example, in how the town of Oro Valley proceeds with the expansion into Arroyo Grande insofar as it affects the quality of life in Oro Valley while protecting the natural environment. We live in an exciting time when the nature of Oro Valley seems to be changing, and I would welcome the opportunity to contribute to the future development of our community.



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Supplying this data will greatly assist us in understanding how we can best use your talents and experience. We thank you kindly for volunteering to serve the Town.

Please note: No volunteer shall serve on more than one standing Board at any time.

Please return to the Town Clerk's Office, 11,000 North La Cañada Drive, Oro Valley, Arizona 85737.

Name STRANDSKOU DEAN
Last First Middle

Address _____
Street City State Zip 85725

Home Phone _____ Business Phone _____ Email _____

Number of Years in Oro Valley 16

Signature [Signature] Date 2-28-2011

Please indicate the board or commission you wish to join: DISPATCH VOLUNTEER CORP.

Please list your volunteer services in Oro Valley and with other organizations including any boards or commissions on which you have served: (board/commission, civic, educational, cultural, social, etc.)

Dispatch Volunteer Corp
...
...

How does your previous volunteer service prepare you for the board or commission appointment for which you have applied? Please describe an issue considered at a meeting of the Board or Commission for which you are applying.

I have been a volunteer for Dispatch Volunteer Corp for 16 years. I have been involved in many projects and have learned a lot about the community and the needs of the residents.

Have you attended the Community Academy? Yes Are you willing to attend? Yes

Briefly describe your educational/vocational background.
...



DEC 29 11:14 AM '11 TOV

ORO VALLEY VOLUNTEER APPOINTMENT APPLICATION

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Please note: No volunteer shall serve on more than one standing Board at any time.

Return this application to the Town Clerk's Office, 11000 N. La Cañada Drive, Oro Valley, Arizona 85737.

Name LANE Marilyn Jean Ms
Last First Middle Suffix

Address _____
Street City State AZ. Zip 85737

Home Phone _____ Business Phone _____ Cellular Phone _____

Number of Years in Oro Valley 11 Email Address _____

Signature Marilyn Lane Date 12-26-11

Please indicate the board or commission you wish to join: Historic Preservation Commission

Please list your volunteer services in Oro Valley and with other organizations including any boards or commissions on which you have served: (board/commission, civic, educational, cultural, social, etc.) Douglas AZ State Museum, Govea, Sarca, President Co. Assoc. for G. Ed, Consultant in Education, USA Internationally, Ed. Foundation, Campbell Co., Volunteer of Year, Campbell Co., Kiwanis International Presenter on Education, Self Dev. & Leadership.

How does your previous volunteer service prepare you for the board or commission appointment for which you have applied? Please describe an issue considered at a meeting of the Board or Commission for which you are applying.

My extensive travel (over 30 countries) my training and volunteer work as an ASM docent, my education in anthropology and continuing interest and work in history of culture and my experience and expertise in writing and speaking have prepared me for service on this Commission.

Have you attended the Community Academy or CPI? No What Year? _____ If not, are you willing to attend? Yes.

Briefly describe your educational/vocational background.

B.A. English, M.A. Ed. Teaching and Adm. Credentials, teacher 2-8, adjunct professor Santa Clara University, Consultant in Ed. over 20 countries, published author, minor in anthropology.

IF DESIRED, ADDITIONAL INFORMATION MAY BE ATTACHED

www.orovalleyaz.gov

CURRICULUM VITÆ
MARILYN LANE
EDUCATOR AND CHILD ADVOCATE

Marilyn Lane is an educational consultant and immediate past president of the California Association for the Gifted. She received a Bachelor's Degree with Honors in English from California State University East Bay and a Master of Arts degree and an administrative credential from California State University at San Jose. She has been a classroom teacher, a library media coordinator, and teacher of the gifted. Her administrative positions include Director of GATE in an international school, elementary school principal, and Coordinator of Gifted Services. Marilyn is an international consultant in gifted education and "Creating Caring School Environments." She has been teaching certification classes in differentiation and gifted education in various counties in California. She has also been an adjunct professor at Santa Clara University.

Ms. Lane volunteers her time and talents on boards and community services. She has been president of the California Center for Self-Esteem and currently serves on the advisory board for the National Council for Self-Esteem and the International Council for Self-Esteem. She is the author of articles on giftedness and social studies curriculum. She has co-authored a book on parenting, and is currently writing a book on grandparenting. She continues to present at numerous conferences both here and abroad. She divides her time between her home in Arizona and her summer home in northern California. She has four grown children and four grandchildren and enjoys spending time with her family. Reading, writing, and traveling are her favorite pastimes.



MR (11326)249-701

ORO VALLEY VOLUNTEER APPOINTMENT APPLICATION

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Return this application to the Town Clerk's Office, 11000 N. La Cañada Drive, Oro Valley, Arizona 85737.

Name Trail Connie R. Mrs.
Last First Middle Suffix

Address: 85137
Street City State Zip

Home Phone Business Phone Cellular Phone

Number of Years in Oro Valley almost 3 Email Address

Signature Connie R. Trail Date March 7, 2013

Please indicate the board or commission you wish to join: Historic Preservation Commission

Please list your volunteer services in Oro Valley and with other organizations including any boards or commissions on which you have served: (board/commission, civic, educational, cultural, social, etc.)

None in Oro Valley; 30 years as a community volunteer including - President, Junior League of Boise, Idaho - 1994-'95, President, Mansfield Women's Club - 2004-'05, founding member, hospital auxiliary

How does your previous volunteer service prepare you for the board or commission appointment for which you have applied? Please describe an issue considered at a meeting of the Board or Commission for which you are applying. I've had lots of experience working with all kinds of people, running + attending Board, fundraising, planning, etc. meetings. Former member, Mansfield Historical Society, Mansfield, Texas.

Have you attended the Community Academy or CPI? What Year? If not, are you willing to attend? Yes, scheduling permitted

Briefly describe your educational/vocational background. High School graduate, trade school graduate (fashion merchandising), 2 years of college

Please describe an issue considered at a meeting of the Historical Preservation Commission;

The planning of Steam Pump Ranch - and discussion of how much access to allow the public.

Additional volunteer experience;

Board member; Idaho Theatre for Youth

Board President; Main Street Theatre in Mansfield, TX

Auxiliary Board President; Methodist Mansfield Medical Center

Also served on many fundraising, planning, by-law review, etc. committees



ORO VALLEY VOLUNTEER APPOINTMENT APPLICATION

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Return this application to the Town Clerk's Office, 11000 N. La Cañada Drive, Oro Valley, Arizona 85737.

Name Thomae Eric J
Last First Middle Suffix
Address Oro Valley AZ 85737
Street City State Zip
Home Phone _____ Business Phone _____ Cellular Phone _____
Number of Years in Oro Valley 3 Email Address _____
Signature [Signature] Date 12-12-12

Please indicate the board or commission you wish to join: Historic Preservation Commission

Please list your volunteer services in Oro Valley and with other organizations including any boards or commissions on which you have served: (board/commission, civic, educational, cultural, social, etc.)

Orange Grove Manor Townhouse Association - Board Member 2006-2009 and President (2 years)

How does your previous volunteer service prepare you for the board or commission appointment for which you have applied? Please describe an issue considered at a meeting of the Board or Commission for which you are applying.

Three years of membership on a homeowner's association board and two years as president provided me with a wealth of experience in working with others whose opinions usually differed. Able to adapt and compromise and work for the greater good of the community. Additionally, my mother is an architectural historian in Iowa with a PhD in architectural history. She owns her own historic preservation consulting firm and would provide a wealth of knowledge as a resource.

Have you attended the Community Academy or CPI? No What Year? _____ If not, are you willing to attend? Yes

Briefly describe your educational/vocational background.

I have a BA in Political Science from the University of Arizona and a JD from Drake University in Des Moines, Iowa. I have been practicing as an attorney for six years.

IF DESIRED, ADDITIONAL INFORMATION MAY BE ATTACHED

www.orovalleyaz.gov

2/23/11



SEP 18 14AM 9:25 TOU

ORO VALLEY VOLUNTEER APPOINTMENT APPLICATION

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Please note: No volunteer shall serve on more than one standing Board at any time.

Return this application to the Town Clerk's Office, 11000 N. La Cañada Drive, Oro Valley, Arizona 85737.

Name Sunshine Jenni A.
Last First Middle Suffix

Address _____
Street State Zip Ariz 85737

Home Phone _____ Business Phone _____ Cellular Phone (same)

Number of Years in Oro Valley 21 Email Address _____

Signature J. A. Smith Date 9/10/2014

Please indicate the board or commission you wish to join: Historic Preservation Commission

Please list your volunteer services in Oro Valley and with other organizations including any boards or commissions on which you have served: (board/commission, civic, educational, cultural, social, etc.)

see attached

How does your previous volunteer service prepare you for the board or commission appointment for which you have applied? Please describe an issue considered at a meeting of the Board or Commission for which you are applying.

See attached

Have you attended the Community Academy or CPI? No What Year? _____ If not, are you willing to attend? yes

Briefly describe your educational/vocational background.
See attached

Volunteer Form Supplement

Jenni Sunshine

Please list your volunteer service in Oro Valley and with other organizations including any boards or commissions on which you have served:

I currently serve as vice-president of the board of directors for the Valley of the Moon (also known as the George Phar Legler Society), a nonprofit historical fairyland in Tucson. We are a very small operation and my duties span from historical research to staffing events.

Previously, I served for many years as the chairwoman for the Tribal/ Federal Effective Sex Offender Management Task Force, a group of tribal and federal professionals volunteering to educate the community, identify and promote safety strategies, and manage identified sex offenders through community-based efforts with Native Americans in Southern Arizona.

How does your previous service prepare you for the board or commission for which you have applied? Please describe an issue considered at a meeting of the Board or Commission for which you are applying.

I am not an expert in historical preservation by any means but I have an interest in the area and am actively addressing repair/restoration of historic structures at Valley of the Moon. We are currently doing the work to apply for City of Tucson Historic Landmark designation, in addition to our National Landmark status. I am comfortable with committee work.

I sat in on a Historic Preservation Commission meeting just this week. One member provided an interesting report on options for protective coverings, with discussion of application to the Steam Pump Building. The Commission was navigating the language and intent of earmarked money, as well as educating each other on preservation goals and priorities. It was clear this group operates with civility and intention to do the right thing. I could see myself helping with these sorts of projects and discussion.

Briefly describe your educational/vocational background

I received a BA from Rutgers University with departmental distinctions in psychology. I was honored as a Paul Robeson Scholar for research of humanistic merit for two years. I completed clinical doctorate requirements clinical psychology at the University of Arizona, except for the minor and the dissertation but did not attain a PhD. I have completed a Masters level certificate program in business management through the federal government remote learning program. I have attended the Arizona Historic Preservation Conference the past two years but do not have formal training in preservation.

I have worked as an undergraduate research assistant, a graduate teaching assistant and a counselor for incarcerated juveniles, prior to service with U.S. District Court. With federal court, I started as a probation officer, was promoted to specialist (handling drug, mental health and then sex offenders), and completed my career as a supervisor. I have managed the sex offender unit, tribal lands, and Nogales. I retired five years ago. I currently own and manage a very small rental business, WhiteWave LLC. I also have a consulting business, The Consortium to Prevent Sexual Violence, which is largely inactive, although I do occasionally serve as a grant reviewer and community educator.

Profile

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Please note: No volunteer shall serve on more than one standing Board at any time.

<u>Dan</u> First Name	<u></u> Middle Initial	<u>Huff</u> Last Name	<u></u> Suffix
--------------------------	---------------------------	--------------------------	-------------------

Email Address

Street Address

Suite or Apt

Oro Valley
City

AZ
State

85737
Postal Code

Oro Valley Resident

Please select your residency status:

11

Number of years in Oro Valley (if less than 1 year, please state number of months)

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Historic Preservation Commission, Parks & Recreation Advisory Board, Water Utility Commission

Interests & Experiences

Please list your volunteer services in Oro Valley and with other organizations including any

boards or commissions on which you have served : (board/commission , civic, educational, cultural, social, etc.)

• Member of the Pima County Bar Association (PCBA), 2009 to present. • Member of the PCBA's The Writ Committee, authoring articles on various topics including the State Bar Convention and interviews with superior court judges for the PCBA's monthly publication. • Member of the Arizona State Bar Association, 2009 to present. • Executive Council Member of the Arizona State Bar's Public Lawyers Section, 2014 to present. • Town of Oro Valley Community Academy on Local Governance, 2012. • Member of the Juvenile Law Section of the State Bar and Legislative Committee Member, 2012. • Clinic Volunteer for financial, employment, and bankruptcy related clinics—Southern Arizona Legal Aid, Volunteer Lawyers Program of Arizona, 2009-2010. • Treasurer for a State Legislator Reelection Campaign in the Arizona State House of Representatives preparing and filing campaign finance reports with the Secretary of State, 2009-2010.

How does your previous volunteer service prepare you for the board or commission appointment for which you have applied? Please describe an issue considered at a meeting of the Board or Commission for which you are applying.

I am a task-oriented individual who has demonstrated success in accomplishing goals for the various groups in which I have volunteered. While I have not had an issue in consideration before a Town Board or Commission, my various service participation has exposed me to governmental processes and committee work.

Briefly describe your educational/vocational background.

Gonzaga University School of Law, Spokane, Washington • Juris Doctor, cum laude, May 2009 • Honors: Dean's List (Fall 2008 and Spring 2009); C.A.L.I. Excellence for the Future Awards for top grade in Legal Research & Writing (Fall 2007 and Spring 2008), and Admiralty (Fall 2008); Academic Merit Scholarship (2006-07); Top 5 Finalist in the 2009 Louis Jackson National Student Writing Competition in Employment & Labor Law. The University of Arizona, Eller College of Management, Tucson, Arizona • Bachelor of Science in Business Administration, May 2005 • Major: Finance • Honors: UA Spirit of Discovery Full Academic Merit Scholarship (2001-2004), Honors College (2001-2004), Dean's List, U.S. President's Volunteer Service Award (2004 & 2005), SIFE (Free Enterprise) Service Leadership Award (2005), 2001 Dr. Marion Donaldson Award recipient for outstanding community service to the Amphitheater Public School District (Tucson).

Have you attended the Community Academy or CPI?

Yes No

2012

If yes, what year?

If no, are you willing to attend?

Yes No

Rec_Resume.docx

Upload a Resume

Please attach any additional documents here

Please read the information contained in Appendices "B" and "C" of the Parliamentary Rules and Procedures before continuing.

Appendix "B" - Appointment Process

Appendix "C" - Volunteer Consideration

Please Agree with the Following Statement

By clicking this box, I certify that I have read the information contained in Appendices "B" and "C" of the Parliamentary Rules and Procedures.

I Agree *

Dan Huff

PROFESSIONAL EXPERIENCE

State of Arizona Office of the Attorney General, Tucson, Arizona

- *Assistant Attorney General*, April 2010 to Present
- Represent and advise the Arizona Department of Child Safety (DCS) in litigation in Superior Court, including bench trials and evidentiary hearings throughout the state.
- Address DCS's legal needs including courtroom training; researching; drafting petitions, motions, supporting memoranda, and other pleadings, including limited appellate work; negotiating settlements with opposing counsel; depositions; interviewing and examining witnesses; and performing nearly daily advocacy in court.
- Provide support, mentorship, resources, and advice regarding complex legal issues as a Team Lead to four trial attorneys in the Tucson office (which is comprised of over twenty total trial attorneys.)
- AGO South Unit Liaison for the Arizona Office of Child Welfare Investigations (OCWI).
- Recipient of the Outstanding Contribution Attorney Award in the AGO South Unit for 2013.
- Served as the Education Law Liaison for the AGO South Unit trial attorneys, 2011-12.

Gonzaga Center for Law and Justice, University Legal Assistance, Spokane, Washington

- *Legal Intern*, Spring 2009
- Advised and represented clients in diverse matters including family law proceedings, contract claims, and tort claims in state court, and judgment collection in federal court.
- Drafted complaints, interrogatories, motions, memoranda, and other pleadings, and also finalized settlements, conducted depositions, and conducted hearings in state and federal court.

Goss, Hipperson & Sampson, Spokane, Washington

- *Law Clerk and Legal Intern*, Summer 2008
- Performed legal research and complex analysis and wrote research memoranda for the firm's attorneys in areas such as real property, corporate law, wills and estate planning, jurisdictional issues, lien law, and general civil litigation for matters in both Washington and Idaho.
- Assisted clients through legal matters, including will executions, and appeared in *ex parte* proceedings.

Honorable Jerome Leveque, Superior Court of Washington, Spokane County, Spokane, Washington

- *Judicial Extern for the Chief Judge*, Summer 2008
- Researched and drafted opinions and memoranda for use in the Judge's rulings on motions and other issues for both civil and criminal matters, including striking evidence and pretrial release conditions.

EDUCATION

Gonzaga University School of Law, Spokane, Washington

- Juris Doctor, *cum laude*, May 2009
- **Honors:** Dean's List (Fall 2008 and Spring 2009); C.A.L.I. Excellence for the Future Awards for top grade in Legal Research & Writing (Fall 2007 and Spring 2008), and Admiralty (Fall 2008); Academic Merit Scholarship (2006-07); Top 5 Finalist in the 2009 Louis Jackson National Student Writing Competition in Employment & Labor Law.

The University of Arizona, Eller College of Management, Tucson, Arizona

- Bachelor of Science in Business Administration, May 2005
- **Major:** Finance

- **Honors:** UA Spirit of Discovery Full Academic Merit Scholarship (2001-2004), Honors College (2001-2004), Dean's List, U.S. President's Volunteer Service Award (2004 & 2005), SIFE (Free Enterprise) Service Leadership Award (2005), 2001 Dr. Marion Donaldson Award recipient for outstanding community service to the Amphitheater Public School District (Tucson).

COMMUNITY ACTIVITIES

- Member of the Pima County Bar Association (PCBA), 2009 to present.
- Member of the PCBA's *The Writ* Committee, authoring articles on various topics including the State Bar Convention and interviews with superior court judges for the PCBA's monthly publication.
- Member of the Arizona State Bar Association, 2009 to present.
- Executive Council Member of the Arizona State Bar's Public Lawyers Section, 2014 to present.
- Town of Oro Valley Community Academy on Local Governance, 2012.
- Member of the Juvenile Law Section of the State Bar and Legislative Committee Member, 2012.
- Clinic Volunteer for financial, employment, and bankruptcy related clinics—Southern Arizona Legal Aid, Volunteer Lawyers Program of Arizona, 2009-2010.
- Treasurer for a State Legislator Reelection Campaign in the Arizona State House of Representatives preparing and filing campaign finance reports with the Secretary of State, 2009-2010.

OTHER EXPERIENCE

Dept. of English Writing Center, University of Arizona, Tucson, Arizona

- *Writing Consultant, Dept. of English Writing Program Advisory Committee Member, 2002-2005*
- Worked as Writing & Composition Consultant improving composition skills in all disciplines for a diverse group of students ranging from international to graduate.
- Served as student representative on a faculty committee, working with professors to design and implement English curriculum, policies, and technological initiatives at the university.