Town of Oro Valley
Historic Preservation Commission

Annual Report: 2013 – 2014

Per the Certified Local Government Historic Preservation Program of Arizona

Submitted by the Town of Oro Valley
Historic Preservation Commission

Ellen Guyer, Chair

Dean Strandskov, Vice-Chair

Ed Hannon, Commissioner

Marilyn Lane, Commissioner

Connie Trail, Commissioner

Eric Thomae, Commissioner

This report includes the following:

- **Major decisions made at each Historic Preservation Commission meeting: September 2013 – June 2014**

- **Minutes of Oro Valley Historic Preservation Commission Meetings: September 2013 – June 2014**

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

- **Commissioner Attendance, per meeting**

Major decisions made at each Historic Preservation Commission meeting: September 2013 – June 2014

Oro Valley Historic Preservation Commission Highlights, Decisions Made, Special Projects from September 2013 through June 2014

September 9, 2013

-A summer historic archeology camp will be held at Steam Pump Ranch.

-The Farmer's Market will move to Steam Pump Ranch beginning the first week of October.

(no October meeting)

November 4, 2013

-The definition and role of the Historic Preservation Commission was reviewed by Tobin Sidles, Director of Legal Services, Town of Oro Valley. Discussion followed.

December 2, 2013

-Ellen Guyer was re-appointed as Commission Chair. Dean Strandskov was re-appointed as Commission Vice-Chair. (Motion made, seconded and carried 6-0).

-The Commission voted to endorse the "Hands- On Archeology" between the Town of Oro Valley and Archeology Southwest.

-The direction for the annual Historic Preservation Commission work plan was set and grouped into five categories by Chair Guyer.

January 6, 2014

-The Oro Valley Cultural Heritage Plan was reviewed and discussed by the Commission. Commissioners volunteered to re-write sections of the plan, to be reviewed at the March 2014 Commission meeting.

February 6, 2014

-Commissioners Lane and Trail presented a report on Historic Preservation Commission Public Outreach, including the following points;

-public relations

-public knowledge of the Historic Preservation Commission and its' role in the community

-the importance of written materials

-funding

-4th grade curriculum

-the role of the Historic Preservation Commission as it differs from the Oro Valley Historical Society

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A Commission sub-committee will work with the Oro Valley Historical Society to write and design a brochure, focusing on Oro Valley's heritage, cultural and historical sites.

March 3, 2014

-Chair Guyer will provide a letter of support for the Pima County Bond, on behalf of the Historic Preservation Commission.

-Revisions to the Oro Valley Cultural Heritage Preservation Plan were reviewed. The updated document will be reviewed in total by the Commission at the April meeting.

April 7, 2014

-Chair Guyer was appointed as the Historic Preservation Commission's formal representative to Oro Valley's "Your Voice/Our Future" project, an update to Oro Valley's General Plan with community input.

-The final draft of the Oro Valley Cultural Heritage Preservation Plan was approved and accepted by the Commission.

-Commissioner Trail was appointed as the Historic Preservation Commission's liason to the Parks and Recreation Advisory Board.

-Chair Guyer will contact the Oro Valley Historical Society Chair and schedule a joint study session with the Historic Preservation Commission.

- Commissioners will attend the Town's 40th Anniversary celebration on April 26th, provide brochures and recruit additional Commission applicants.

May 5, 2014

-A tour of historic homes and neighborhoods will be conducted for interested Commission members in the fall.

-Parks and Recreation Director Ms. Diaz-Trahan will provide the accepted version of the Oro Valley Cultural Heritage Preservation Plan to the Town council for adoption.

-The Commission established a sub-committee to prepare an annual report for Certified Local Governments, to be submitted to the State Historic Preservation Office, and provided to the public. This sub-committee will also review Certified Local Government requirements for compliance, benefits to Oro Valley and the Historic Preservation Commission, and recommend a work plan for the 2014-2015 Historic Preservation Commission.

-The joint meeting of the Historic Preservation Commission and the Oro Valley Historical Society will be held in November, 2014.

June 2, 2014

-Per the Town budget, $125,000 was received in capital for the preservation of the pump house at Steam Pump Ranch.

-$43,000 was received in operations and maintenance for Steam Pump Ranch.

-A tour of Honeybee Village, conducted by archeologist Henry Wallace, will be held on October 12, 2014 for the benefit of Historic Preservation Commissioners.

-A motion was made and seconded to request funds for the Certified Local Government program specifically earmarked to the assessment and prioritization of the contributing structures at Steam Pump Ranch. The motion carried, 5-0

Minutes of Oro Valley Historic Preservation Commission Meetings: September 2013 – June 2014

MINUTES
ORO VALLEY HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
September 9, 2013
COUNCIL CHAMBERS
11000 N LA CANADA DRIVE

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

ROLL CALL

PRESENT: Dean Strandskov, Vice Chair
Ed Hannon, Commissioner
Marilyn Lane, Commissioner
Eric Thomae, Commissioner
Connie Trail, Commissioner

EXCUSED: Ellen Guyer, Chair

ALSO PRESENT:
Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation Manager

CALL TO THE AUDIENCE - There were no speakers.

1. REVIEW AND/OR APPROVAL OF THE JUNE 3, 2013 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Trail to approve the June 3, 2013 minutes as written.

MOTION carried, 5-0

2. INTRODUCTION OF NEW HISTORIC PRESERVATION COMMISSION MEMBER - DISCUSSION

Commissioner Thomae introduced himself. The commission members introduced themselves to Mr. Thomae.

3. DIRECTOR'S REPORT

Ms. Diaz-Trahan reported on the items below.

Events/Programs include:
- This summer, there was a historical archeology camp at Steam Pump Ranch.
- Farmer's Market will move to Steam Pump Ranch beginning the first week of October.
- Fall Festival is October 26, 2013.
- Second Saturday events.

Projects include:
- A construction shade structure is in progress at Steam Pump Ranch.
- The Tack House is being secured and the Oro Valley Historic Society will store donated items in the building.
- The Bond Advisory Committee has had no action since the last meeting. No changes have been made to the department's $4 million request.

4. ROLE OF THE HISTORIC PRESERVATION COMMISSION - DISCUSSION & POSSIBLE ACTION

Ms. Diaz-Trahan reviewed the two documents which were handed out:
- Section 21.9 outlines the powers and duties of the Historic Preservation Commission as part of the general plan.
- Article 6-10 is the Historic Preservation Code. This is the guiding document for this commission, historic designation, planning and zoning, construction, etc.

Ms. Diaz-Trahan explained that this item is being reviewed because she attended the Historic Preservation Conference this year and attended a workshop which reviewed the roles of a historic preservation commission and she came to the conclusion that some actions and agenda items may not fit the roles. She referred to Article 6-10, Section 6-10-5 under Section F (Powers and Duties). The majority of the duties deal with design guidelines.

Ms. Diaz-Trahan recommended inviting the Town Attorney to attend the meeting in October to clarify from a legal standpoint. She stated that the handouts may be reviewed by the commission members in preparation for the next meeting.

Commissioner Hannon pointed out that when the commission was first established, it was part of the Planning and Zoning Department and the document has that role in mind, but since the commission was transferred to Parks and Recreation, it has gone a different direction.

5. SETTING THE DIRECTION FOR THE ANNUAL WORK PLAN -

DISCUSSION & POSSIBLE ACTION

Ms. Diaz-Trahan stated that Chair Guyer had three items she was interested in covering for the work plan, but it may be best to hear the Town Attorney's feedback on the role of the commission first. The commissioners agreed and this item will be tabled.

Ms. Diaz-Trahan discussed holding shared meetings with the Historic Preservation Commission and the Parks and Recreation Advisory Board at the end of the year or in January.

6. ANNOUNCEMENTS

- Commissioner Lane and Ms. Dellerman discussed their observations from the 2013 Historic Preservation Conference.
- Ms. Dellerman announced that there will be an Expo at Catalina State Park and the department will be involved.

7. FUTURE AGENDA ITEMS

- Town Attorney guest speaker.
- Highlights of Expo at Catalina State Park.

8. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY OCTOBER 7, 2013 TO BEGIN AT 5:00 P.M. - DISCUSSION & POSSIBLE ACTION

Ms. Diaz-Trahan announced that she will not attend the meeting in person, but will be present via conference call. Ms. Dellerman will not be in attendance.

ADJOURNMENT

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Hannon to adjourn the meeting at 5:57 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 9th day of September, 2013. 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 4, 2013
HOPI CONFERENCE ROOM
11000 N. LA CAÑADA 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

CALL TO AUDIENCE – No Speakers

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

ABSENT: Ed Hannon, Commissioner

ALSO PRESENT: Brendan Burns, Town Council Member
Kristy Diaz-Trahan, Parks & Recreation Director
Tobin Sidles, Director of Legal Services
Lynanne Dellerman, Recreation Manager

1. REVIEW AND/OR APPROVAL OF THE SEPTEMBER 9, 2013 REGULAR SESSION MINUTES

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

MOTION carried, 5-0

2. ROLE OF THE HISTORIC PRESERVATION COMMISSION PRESENTED BY TOBIN SIDLES, DIRECTOR - LEGAL SERVICES - DISCUSSION

Director of Legal Services Tobin Sidles discussed the difference between State Parks board duties versus the Oro Valley Historic Preservation Commission (HPC). He reviewed all 24 powers and duties of the HPC, as outlined under the Town Code, Section 6-10-5.

Mr. Sidles explained that the HPC is a resource for the Parks and Recreation Advisory Board (PRAB) and the Parks and Recreation Director. The Director may take recommendations made by the Commission to the Town Council.

Parks and Recreation Director Kristy Diaz-Trahan stated that the Commission started out as a Planning and Zoning function and when the documents were written, the intent was to reflect that placement. The HPC duties reference working collaboratively with PRAB. The transition to the Parks and Recreation Department has caused the need to have Mr. Sidles review how the communication flow should work.

3. ARIZONA ARCHAEOLOGY & HERITAGE AWARENESS MONTH EXPO UPDATE - DISCUSSION

Recreation Manager Lynanne Dellerman explained that the Expo will include a Steam Pump Ranch pit house demonstration, garden and ranch tours. The event will be at Catalina State Park on Saturday, March 29th. There will be a table for the Commission, staff and any of the historically significant groups in the Town.

4. DIRECTOR'S REPORT (DISCUSSION MUST BE LIMITED TO INFORMATION AND CLARIFICATION)

Ms. Diaz-Trahan reported on the following:
- The Farmer's Market has been a success at Steam Pump Ranch.
- The Fall Festival was a huge success and well attended.
- Second Saturdays are planned out for the next six to eight months. Through a partnership with Archaeology Southwest, they have built a pit house replica.
- The Pima County Bond Advisory Committee has postponed the project for at least one year. Steam Pump Ranch improvements and implication of the Master Plan is still a tentatively approved project. Starting in February, the Bond Committee will be reviewing projects in clusters by topic (historic cluster, parks and recreation cluster, revitalization, etc.). Ms. Diaz-Trahan will present on behalf of the Town for historic items and support work at Honey Bee Preserve on behalf of Pima County and trail work from Steam Pump Ranch under Oracle Road into Catalina State Park.
- Archaeology Southwest has provided a proposal for partnership work and they would like to present next month to this Commission.

5. ANNOUNCEMENTS

- Commissioner Lane stated that Joyce Rychener would like to work with the Arizona State Museum to incorporate a pottery element at Steam Pump Ranch. This would include museum pottery exhibits and demonstrations.
- Commissioner Lane requested a tour for the Arizona State Museum docents.
- Commissioner Trail stated that Joyce Rychener requested her assistance with fundraising for a Historical Society event. She is willing to assist as a citizen.

6. FUTURE AGENDA ITEMS

- Archaeology Southwest presentation.
- Clarification on the bond project.
- Clarification regarding pump house restoration.
- Discussion regarding the Work Plan.

CALL TO THE AUDIENCE

Chair Guyer returned to the Call to the Audience agenda item.

The following individual discussed enhancing the heritage at Steam Pump Ranch:

Nonresident and President of Southwest Archaeology, Bill Doelle

7. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, DECEMBER 2, 2013 TO BEGIN AT 5:00 P.M. - DISCUSSION & POSSIBLE ACTION

No report.

ADJOURNMENT

MOTION: A motion was made by Vice Chair Strandskov and seconded by Commissioner Lane to adjourn the meeting at 6:13 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 4th day of November, 2013. 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 2, 2013
HOPI CONFERENCE ROOM
11000 N. LA CAÑADA 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
Ed Hannon, Commissioner
Marilyn Lane, Commissioner
Eric Thomae, Commissioner
Connie Trail, Commissioner

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

CALL TO THE AUDIENCE - No speakers.

1. REVIEW AND/OR APPROVAL OF THE NOVEMBER 4, 2013 REGULAR SESSION MINUTES

Chair Guyer distributed her recommendation for amending the minutes. She asked to add a paragraph to the minutes as a point of clarification.

MOTION: A motion was made by Commissioner Hannon and seconded by Commissioner Lane to approve the November 4, 2013 minutes as amended, including the proposed verbiage addition.

MOTION carried, 6-0

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

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Lane to re-appoint Ellen Guyer as Chair and Dean Strandskov as Vice-Chair of the Historic Preservation Commission.

MOTION carried, 6-0

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

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Lane to re-appoint Ellen Guyer as Chair and Dean Strandskov as Vice-Chair of the Historic Preservation Commission.

MOTION carried, 6-0

4. PRESENTATION BY WILLIAM H. DOELLE, PRESIDENT AND CEO OF ARCHAEOLOGY SOUTHWEST - DISCUSSION AND POSSIBLE ACTION

President of Archaeology Southwest William Doelle distributed copies of Archaeology Southwest Magazine and the “Hands-On Project” Guiding Principles. He reviewed the materials, discussed his organization’s focus and proposed the following:
~ A partnership with the Town of Oro Valley to link Honey Bee Village, Catalina State Park and Steam Pump Ranch.
~ A “Hands-On Archaeology” program to add another pit house reconstruction at Steam Pump Ranch.

MOTION: A motion was made by Commissioner Thomae and seconded by Vice-Chair Strandskov to endorse the “Hands-On Archaeology” program partnership between the Town of Oro Valley and Archaeology Southwest.

MOTION carried, 6-0

5. SETTING THE DIRECTION FOR THE ANNUAL WORK PLAN - DISCUSSION AND POSSIBLE ACTION

Chair Guyer reviewed the Historic Preservation Commission Powers and Duties (Article 6-10-5 Historic Preservation Code) and grouped them into the following five categories:

1) Historic Preservation Plan and maintaining the Historic Property Register (Items 1 and 8): A plan was presented in April 2011 to the commission. It was titled "The Oro Valley Cultural Heritage Preservation Plan: Developing and Sustaining a Community

Sense of Place". This document is a draft and was never endorsed. It will be reviewed and edited at a future Historic Preservation Commission meeting.

2) Management of Landmarks & Historic Districts (Items 2-7 and 17-18): This should include finding people who want their homes designated as historic. The commission concluded that a form letter, PowerPoint and speaking points need to be established. Chair Guyer recommended holding a special subcommittee meeting to discuss this item and to create the necessary documents.

3) Funding to Promote Historic Preservation (Items 11-14): Ms. Diaz-Trahan stated that fundraising is not a mission of the Commission, but is a value of the Oro Valley Historical Society.

4) Public Outreach (Items 15-16 and 9-10): There is need to increase public awareness by developing and participating in educational programs. The commission asked Ms. Diaz-Trahan to request budget funds for a general brochure to inform the public of Oro Valley's history. Another brochure should be created specific to Steam Pump Ranch.

Chair Guyer stated that placement for plaques and monuments within the historic core is not listed in the Powers and Duties, but should be addressed. She added that "budget needs" should be on future agendas. Commissioner Thomae recommended a budget request of $25,000 this year.

5) General Duties (Items 19, 22-24).

The commission determined the following schedule relating to future Historic Preservation Commission agendas:
~ The Oro Valley Cultural Heritage Preservation Plan will be on the January agenda and it may be revisited in March.
~ Educational outreach proposals regarding historic preservation and Steam Pump Ranch will be on the February agenda.
~ Pump House restoration will be on the March agenda.
~ Recreation Manager Lynanne Dellerman will seek an educational guest speaker for the April meeting.

6. CLARIFICATION ON BOND PROJECT RELATING TO MASTER PLAN FUNDING - DISCUSSION

Ms. Diaz-Trahan distributed copies of the department's submittal for "Steam Pump Ranch Master Plan Implementation". She provided information about the Bond Advisory Committee process and the Town of Oro Valley’s request for $4 million to implement the Master Plan. She added that the Pima County Bond Advisory Committee will discuss

historic preservation on March 21, 2014.

7. UPDATE ON RESTORATION OF THE STEAM PUMP - DISCUSSION AND POSSIBLE ACTION

Ms. Diaz-Trahan and Ms. Dellerman met with Pump Engineer Ernie Shull and discovered that the steam pump is not at the ranch, but at the Arizona State Museum. Mr. Shull may assist in creating a wooden replica for educational purposes.

The following individual discussed the need for the Town of Oro Valley to fund Steam Pump Ranch restoration:

Oro Valley Resident Bill Adler

Ms. Diaz-Trahan invited commissioners to meet with her and Compusult at Steam Pump Ranch regarding price updates in order to prioritize the budget request. Commissioner Hannon, Chair Guyer and Commissioner Thomae volunteered to attend. Commissioner Lane offered to be a backup.

8. DIRECTOR'S REPORT (DISCUSSION MUST BE LIMITED TO INFORMATION AND CLARIFICATION.)

Ms. Diaz-Trahan reported on the following:
~ The Town is entering into another agreement with the Oro Valley Historical Society.
~ The Winter Program Guide is out and dedicates one page to Second Saturdays.
~ There will be a Wine Festival at Steam Pump Ranch on February 22, 2014 in partnership with the Arizona Wine Growers Association and the Greater Oro Valley Chamber of Commerce.

9. ANNOUNCEMENTS

No announcements.

10. FUTURE AGENDA ITEMS

No comments.

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

No comments.

ADJOURNMENT

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Trail to adjourn the meeting at 6:56 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 December, 2013. 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 6, 2014
HOPI CONFERENCE ROOM
11000 N. LA CAÑADA 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
Ed Hannon, Commissioner
Connie Trail, Commissioner
Eric Thomae, Commissioner

EXCUSED: Marilyn Lane, Commissioner

ALSO PRESENT: Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation Manager
Brendan Burns, Town Council Member

CALL TO THE AUDIENCE – No speakers.

1. REVIEW AND/OR APPROVAL OF THE DECEMBER 2, 2013 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Trail and seconded by Commissioner Thomae to approve the December 2, 2013 minutes as written.

MOTION carried, 5-0

2. ORO VALLEY CULTURAL HERITAGE PRESERVATION PLAN - DISCUSSION AND POSSIBLE ACTION

Chair Guyer explained that the purpose of reviewing this document is to determine if it can be useful and if it should be adopted as is or revised. The commission discussed

the layout, purpose and scope of the document. The commission reviewed each section for editing and clarification, including the following:

- Section 1: "The Legal Context For Historic Preservation"
- Section 2: "Current Status of Oro Valley Cultural Resources and Tools For Their Management"
- Section 3: "A Context for Moving Forward"
  - Part 1: *Public Participation and Heritage Education* - Commissioner Thomae volunteered to rewrite Section 3, Part 1.
  - Part 2: *Historic Steam Pump Ranch*
    - Commissioner Thomae explained that the map from the Steam Pump Master Plan needs to be redone to be sure we conform to the National Register nomination.
    - A subcommittee from the Historic Preservation Commission should meet with the Oro Valley Historical Society to discuss relevant items.
    - Part 2 will be revised by Chair Guyer.
  - Part 3: *Historic Neighborhoods*
    - The Commission discussed the importance of having information to hand out to the public regarding nominating homes as historic places. Ms. Diaz-Trahan explained that there is a Historic Preservation Code and a process for such nominations, but there is no brochure/form.
    - Commissioner Hannon suggested this commission identify what properties we are interested in and reaching out to the homeowners.
    - Commissioner Trail will update Part 3.
  - Part 4: *Town History Records and Reports*
    - This is about the history of the Town.
    - Recreation Manager Lynanne Dellerman stated that when the Oro Valley Library transferred to Pima County, we received these documents back and they are now in the Clerk's Office.
    - Commissioner Thomae offered to revise Part 4.
  - Part 5: *Undeveloped Areas of the Town*
    - Commissioner Hannon commented that this pertains to the Environmentally Sensitive Lands Ordinance. He offered to rewrite this section. He explained that if someone is going to get a permit, they must abide by ESL and must have an archeological survey of the property. If an archeologist finds something significant, the Historic Preservation Commission gets involved as mediation. Chair Guyer discussed requesting a summary of decisions made on an annual basis from Planning & Zoning.
  - Part 6: *Honey Bee Village Archaeological Preserve*
    - Chair Guyer stated that this item should be a placeholder. There should be a conversation plan to keep the area from deteriorating.
    - Ms. Dellerman stated that there will be a tour of the site at the Archeology

Expo.
- Council Member Burns suggested working with Planning & Zoning, The Tohono O'odham Nation, and Pima County to see if we can create a work plan agreement.
- Commissioner Trail volunteered to rewrite this section.

The Commissioners will rewrite their sections of the plan to be reviewed at the March meeting.

Staff will speak to Pima County regarding the tour of Honey Bee Village and staff will report back at the March meeting.

3. DIRECTOR'S REPORT (DISCUSSION MUST BE LIMITED TO INFORMATION AND CLARIFICATION.)

Ms. Diaz-Trahan reported on the following:
- The Oro Valley Historical Society will use a portion of the tack house at Steam Pump Ranch to store items.
- There were a couple Capital Improvement Projects submitted with regard to Steam Pump Ranch and cultural resources.
- This Saturday is a Second Saturday at Steam Pump Ranch and historical archaeologist Homer Thiel will provide a presentation. Gabriel Ayala will be the musical performer.

4. "YOUR VOICE, OUR FUTURE" PROJECT & HISTORIC PRESERVATION COMMISSION MEMBER PARTICIPATION - DISCUSSION

Chair Guyer reviewed the following about the "Your Voice, Our Future" project:
- The Town must revise its General Plan once every ten years by state mandate and this is the effort to revise the plan.
- The current phase is community outreach.
- There is an online survey that everyone is encouraged to complete.
- The next phase is for subcommittees to digest the data collected and revise the plan.
- Staff will need a representative from this commission to assist next fall, because there is a section on cultural resources.
- A phone survey indicated that top complaints are accessibility to services, rapid growth and traffic.

5. ANNOUNCEMENTS (DISCUSSION MUST BE LIMITED TO INFORMATION AND CLARIFICATION.)

None.

6. FUTURE AGENDA ITEMS

- Commissioner Lane and Commissioner Trail will discuss public outreach at the February meeting.
- Ms. Dellerman will provide an update on the historical documents previously held at the Oro Valley Library at the February meeting.
- Ms. Diaz-Trahan will report on the Capital Improvement Program requests during the Director's Report at the February meeting.
- The Cultural Heritage Preservation Plan will be discussed at the March meeting.

7. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, FEBRUARY 3, 2014 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 Strandskov to adjourn the meeting at 7:08 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 6th day of January, 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
February 3, 2014
HOPI CONFERENCE ROOM
11000 N. LA CAÑADA 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
Connie Trail, Commissioner
Eric Thomae, Commissioner

EXCUSED: Ed Hannon, Commissioner

ALSO PRESENT: Kristy Diaz-Trahan, Parks & Recreation Director
Brendan Burns, Town Council Liaison

CALL TO THE AUDIENCE

The following individual discussed a presentation the Oro Valley Historical Society plans to make to the Town Council:

Oro Valley Resident and Oro Valley Historical Society Member Jack Evert

1. REVIEW AND/OR APPROVAL OF THE JANUARY 6, 2014 REGULAR SESSION MINUTES

MOTION: A motion was made by Commissioner Trail and seconded by Commissioner Thomae to approve the January 6, 2014 minutes as written.

MOTION carried, 5-0

2. DEPARTMENT REPORT

Parks and Recreation Director Kristy Diaz-Trahan reported on the following:
~ The Farmer's Market is successful.
~ Second Saturdays are ramping up.
~ Staff is working to improve the traffic circulation pattern at Steam Pump Ranch.
~ CIP ranking meeting will be on February 12, 2014. Requests for Steam Pump Ranch include a cover for the pump and an irrigation plan.
~ The General Fund budget process is beginning.
~ Recreation Manager Lynanne Dellerman will organize a tour of the Oro Valley Historical Museum for the Commission on February 21, 2014.
~ The Historic Preservation Conference is June 11-13, 2014 in Rio Rico.

3. REPORT BY COMMISSIONER TRAIL AND COMMISSIONER LANE REGARDING PUBLIC OUTREACH - DISCUSSION AND POSSIBLE ACTION

Commissioner Trail and Commissioner Lane met and researched this issue and reviewed the following:
~ Public relations, knowledge of the Commission and follow-through are priorities.
~ The Commission's role in educational outreach during the Town's Anniversary Celebration needs to be determined.
~ The importance of written materials.
~ Assisting with fourth grade curriculum.
~ Funding in order to proceed.
~ The role of the Commission verses the role of the Oro Valley Historical Society.

Chair Guyer suggested a joint study session with the Oro Valley Historical Society and the Historic Preservation Commission to focus on the design of the literature. Chair Guyer recommended that the meeting be held in April, once a draft is prepared of the updated Preservation Plan.

The Commissioners discussed their role at the Town's 40th Anniversary Celebration to include having a booth, providing information about the Commission and cooperating with the Oro Valley Historical Society’s booth.

Chair Guyer suggested a subcommittee work with Recreation Manager Lynanne Dellerman regarding the Commission's role in this event.

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Lane to form a subcommittee to discuss the presence of the Historic

Preservation Commission at a booth at the Town's 40th Anniversary Celebration and the reasons for being there.

MOTION carried, 5-0

Commissioner Trail, Commissioner Thomae and Vice-Chair Strandskov volunteered to make up the subcommittee and will meet with Ms. Dellerman.

Commissioner Lane volunteered to meet with a member of the Oro Valley Historical Society to work on the brochure content. It will focus on Oro Valley heritage with an emphasis on Steam Pump Ranch.

4. TOWN HISTORY RECORDS AND REPORTS UPDATE - DISCUSSION

Ms. Diaz-Trahan reported that the Town's history binder is held at the Town Clerk's office and they received it approximately one year ago. It has not been updated since then. It will be important to identify who takes care of this binder, where it resides and what documentation should be included.

5. ANNOUNCEMENTS

Ms. Diaz-Trahan announced that the Arizona State Archaeology Expo at Catalina State Park will be on March 29, 2014. The Honey Bee Preservation property will be cleaned up before it is toured.

Chair Guyer reopened Agenda Item 4.

4. TOWN HISTORY RECORDS AND REPORTS UPDATE - DISCUSSION

Commissioner Thomae requested to see the historical documents at the March meeting. He recommended a subcommittee communicate with the Oro Valley Public Library to acquire more information about the documents.

6. FUTURE AGENDA ITEMS

~ Oro Valley Cultural Heritage Preservation Plan
~ Town History Records and Reports
~ Report on progress the Town's 40Th Anniversary Celebration
~ Oro Valley Historical Society Collaboration

~ Historic Designation of Homes
~ Tour of Historical Sites (on April agenda)

7. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, MARCH 3, 2014 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 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 February, 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
MARCH 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
Marilyn Lane, Commissioner
Connie Trail, Commissioner
Eric Thomae, Commissioner

EXCUSED: Ed Hannon, Commissioner

ALSO PRESENT: Kristy Diaz-Trahan, Parks & Recreation Director
Lynanne Dellerman, Recreation Manager

CALL TO THE AUDIENCE

No comments were received.

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

MOTION: A motion was made by Commissioner Trail and seconded by Commissioner Thomae to approve the February 3, 2014 minutes as corrected.

MOTION carried, 5-0

2. DEPARTMENT REPORT

Parks & Recreation Director Kristy Diaz-Trahan reported on the following:
- February 22, 2014 "Off The Vine" Wine Festival at Steam Pump Ranch was a success.
- The Steam Pump Ranch fee schedule will be discussed at the March 5, 2014 Town Council meeting.

- March 14, 2014 will be the CDO Linear Trail ribbon cutting celebration.
- March 21, 2014 will be the Pima County Bond Committee meeting which includes the topic of historic facilities and Steam Pump Ranch. The project is tentatively approved. Chair Guyer will provide a letter of support on behalf of the Commission.
- Oro Valley resident Bill Adler is working on a historical film documentary.

Recreation Manager Lynanne Dellerman stated that the Arizona Archaeology Expo is March 29, 2014. The commission will table the event and the Oro Valley Historical Society will coordinate the tours at Steam Pump Ranch.

Chair Guyer moved Item 4 before Item 3.

4. TOWN HISTORY RECORDS AND REPORTS REVIEW - DISCUSSION

Ms. Dellerman presented the Town history books created by former Town Historian Marjorie Kriegh. The information begins with the Town's establishment and runs through 1977. There are reference catalogues that go with the books. The books primarily contain newspaper clippings regarding the Town's establishment.

Ms. Diaz-Trahan offered to research how to proceed and who may be responsible for updating the documents. She will report back to the Commission in April.

3. ORO VALLEY CULTURAL HERITAGE PRESERVATION PLAN - DISCUSSION AND POSSIBLE ACTION

Chair Guyer explained that the group concentrated their efforts on Section 3. Sections 1 and 2 will be moved to the appendix. Discussion ensued regarding the following:
- Commissioner Thomae discussed his revisions to Part 1.
- Chair Guyer discussed her changes to Part 2.
- Commissioner Trail reviewed her revisions to Part 3.
- Commissioner Thomae reviewed his changes to Part 4.
- Commissioner Lane offered to rewrite Part 5, since it had not yet been updated.
- Commissioner Trail discussed her revisions to Part 6.

In April, the Commission will review the updated document.

5. TOWN'S 40TH ANNIVERSARY CELEBRATION SUBCOMMITTEE REPORT - DISCUSSION

Ms. Diaz-Trahan reported that there will be sponsors, but no other board or commission will be tabling the event. The Oro Valley Historical Society will provide tours. Commissioner Lane stated that she will work with Joyce Rychener on pots from the

Arizona State Museum.

It was the consensus that the Commission members will be present in official shirts with name tags and will be available to answer questions and inform the public about commission vacancies.

6. COLLABORATION WITH THE ORO VALLEY HISTORICAL SOCIETY - DISCUSSION AND POSSIBLE ACTION

Chair Guyer opened the Call to Audience.

The following individual spoke on Item #6:

Oro Valley resident Bill Adler

Chair Guyer closed the Call to Audience.

Chair Guyer suggested that a future discussion item would be the appropriate amount of usage at Steam Pump Ranch and how it impacts preservation.

Commissioner Lane plans to meet with Jack Everett from the Oro Valley Historical Society next week.

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Thomae to table this item until the April 7, 2014 Historic Preservation Commission meeting.

MOTION carried, 5-0

7. ANNOUNCEMENTS

- Commissioner Lane attended a tour by the Tucson Historical Society.
- Vice-Chair Strandskov reported that the Arizona State Museum is up for a 10-year grant renewal.

8. FUTURE AGENDA ITEMS

- Collaboration with the Oro Valley Historical Society
- Preservation Plan
- Report on Town History Records and Reports

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, APRIL 7, 2014 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

No comments.

ADJOURNMENT

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Thomae to adjourn the meeting at 6:46 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 March, 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
APRIL 7, 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 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: Kristy Diaz-Trahan, Parks & Recreation Director

CALL TO THE AUDIENCE - No speakers.

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

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

MOTION carried, 5-0

2. DEPARTMENT REPORT

Parks & Recreation Director Kristy Diaz-Trahan reported on the following:
- Second Saturdays
- Honey Bee Preserve clean-up project
- FY 2013/14 funding for amenities at Steam Pump Ranch includes an entry sign which will be installed prior to the Town's 40th Anniversary celebration

- Capital requests for FY 2014/15 include a ramada over the Pump House
- A grant request for amenities (educational kiosks and a replica) at Steam Pump Ranch
- The Town's 40th Anniversary celebration
- Art Camp at Steam Pump Ranch

Ms. Diaz-Trahan distributed a Frequently Asked Questions sheet for the National Register of Historic Places program.

3. YOUR VOICE, OUR FUTURE PROJECT UPDATE AND APPOINTMENT OF A HISTORIC PRESERVATION COMMISSION REPRESENTATIVE TO YOUR VOICE COMMUNITY COMMITTEE - DISCUSSION AND POSSIBLE ACTION

Senior Planner Elisa Hamblin gave an overview of Item #3. She explained that a representative and alternate from this commission are needed for the Environment Committee.

Commissioner Thomae offered to be the alternate on the Environment Committee in addition to working on the Community Committee. Commissioner Lane stated that she will apply as an individual for the Community Committee.

MOTION: A motion was made by Commissioner Lane and seconded by Commissioner Trail to elect Chair Guyer as the formal representative on the environmental commission and Commissioner Thomae as the alternate.

MOTION carried, 5-0

4. ORO VALLEY CULTURAL HERITAGE PRESERVATION PLAN - DISCUSSION AND POSSIBLE ACTION

Ms. Diaz-Trahan reviewed her revisions to the document. The commission reviewed Part 5: Undeveloped Areas of the Town, since it was the new update to the document.

MOTION: A motion was made by Commissioner Lane and seconded by Vice Chair Strandskov to accept the final draft Oro Valley Cultural Heritage Preservation Plan as presented, as the new guide for implementation.

MOTION carried, 5-0

Ms. Diaz-Trahan stated that the Legal department will assist with assigning credit in the first two (2) pages of the document.

5. TOWN HISTORY RECORDS AND REPORTS REVIEW - DISCUSSION

Ms. Diaz-Trahan reported that there is no requirement to have a single document regarding history. The existing document on file (covering two years) records the Town's fight for incorporation. She explained that the commission can choose to work on expanding the existing historical document or choose a different kind of document, such as an annual report.

Commissioner Thomae discussed the need to meet Certified Local Government requirements in order to get grants. He offered to work with Chair Guyer to determine requirements and how to maintain the standards for certification. Chair Guyer and Commissioner Thomae will work together on this item.

6. ESTABLISHING LIAISONS WITH GROUPS AND ORGANIZATIONS - DISCUSSION AND POSSIBLE ACTION

Chair Guyer suggested having a commissioner named as the liaison to the Parks & Recreation Advisory Board for items relating to historic preservation. She also recommended holding a joint study session with the Oro Valley Historical Society annually to report on plans for the upcoming year. She suggested that the joint study session first occur in October and future joint study sessions occur in the spring.

MOTION: A motion was made by Commissioner Thomae and seconded by Vice Chair Strandskov that Commissioner Trail become the liaison to the Parks & Recreation Advisory Board.

MOTION carried, 5-0

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Lane to have Chair Guyer contact the Oro Valley Historical Society chairperson and move forward with scheduling a joint study session.

MOTION carried, 5-0

7. ANNOUNCEMENTS

Chair Guyer stated that the commissioners will attend the Town's 40th Anniversary celebration on April 26 and provide brochures and recruit additional members.

8. FUTURE AGENDA ITEMS

- Tour of historic places and sites
- Outreach
- Certified Local Governments (June)
- Final comments on Oro Valley Cultural Heritage Preservation Plan
- Steam Pump Ranch update

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, MAY 5, 2014 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 Trail to adjourn the meeting at 6:24 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 7th day of April, 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
June 2, 2014
HOPI CONFERENCE ROOM
11000 N. LA CANADA

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
Ed Hannon, Commissioner
Connie Trail, Commissioner
Eric Thomae, Commissioner

EXCUSED: Marilyn Lane, Commissioner

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

CALL TO THE AUDIENCE

Councilmember Zinkin discussed the following two issues:

1) At the last regular meeting, the Town Council discussed putting a cover over the steam pump. There was an amendment to the budget which keeps the $125,000 dedicated for the “steam pump”, but it leaves the issue of a preservation method to the experts. There is a 60-day moratorium. Councilmember Zinkin requested two members from the Historic Preservation Commission and two members from the Oro Valley Historical Society meet to decide the best way to spend the $125,000. He requested that the group provide a consensus to the Town Council by September.

2) He distributed a summary Steam Pump Ranch Master Plan and he encouraged the commission members to share their thoughts with the Town Council during their meeting on June 4, 2014.

1. REVIEW AND/OR APPROVAL OF THE MAY 5, 2014 REGULAR SESSION MINUTES

MOTION: A motion was made by Vice Chair Strandskov and seconded by Commissioner Thomae to approve the May 5, 2014 minutes as written.

MOTION carried, 5-0

2. DEPARTMENT REPORT

Parks and Recreation Director Kristy Diaz-Trahan reported on the following:
- $125,000 was received in capital for the preservation of the pump house.
- $43,000 was received in operations and maintenance for Steam Pump Ranch.
- Councilmember Zinkin will provide a presentation at the Town Council meeting on June 4, 2014.
- Pima Animal Care Center will have pets for adoption at the Second Saturdays.
- Arizona Historic Preservation conference will be in June.
- Master Plan Update Ad Hoc Committee will begin work this summer.

Recreation Manager Lynanne Dellerman reported on the following:
- Oro Valley Historical Society found a video of the inside of the pump house and she will schedule an appointment to discuss this with the State Historic Preservation Office (SHPO).
- Art at the Ranch program began today.
- The Fall Festival at Steam Pump Ranch is scheduled for November 8, 2014.

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

Ms. Dellerman announced Archaeologist Henry Wallace will provide a tour of Honeybee Village and she provided date options. The commission members requested their tour be held on Sunday, October 12, 2014 in the morning. Ms. Dellerman will also schedule a tour of historical places in Oro Valley for the commission.

4. HISTORIC PRESERVATION OUTREACH EFFORTS - DISCUSSION AND POSSIBLE ACTION

Chair Guyer stated that the brochure is in final production.

Discussion followed regarding:

DRAFT

- An invitation to the public for the Honeybee Village and historic places tours.
- A speaker's bureau.
- Aide with teacher's curriculum for history and culture.
- Staff will email Pusch granddaughter Barbara McIntyre's notes on Steam Pump Ranch to the commission.

5. REPORT ON CERTIFIED LOCAL GOVERNMENT RESEARCH - DISCUSSION AND POSSIBLE ACTION

Chair Guyer reported that the subcommittee has met again and work is in progress. She will attend a Certified Local Government training session at the Historic Preservation conference. The subcommittee will meet again on June 19, 2014.

Commissioner Trail reviewed the draft Annual Report that she and staff prepared. The document will be sent to the commission via email this summer.
Discussion ensued about the contents and posting of the Annual Report.

6. GRANT OPPORTUNITIES - DISCUSSION AND POSSIBLE ACTION

Ms. Diaz-Trahan received a request from SHPO regarding a grant opportunity due July 11, 2014. Commissioner Guyer reviewed the funding topics and a copy of the form was distributed to the commission.

Ms. Diaz-Trahan explained that it is a maximum of $10,000. An ad hoc committee will be established to do a programming and design update for Steam Pump Ranch. She suggested submitting a request to fund a draft updated design.

Commissioner Thomae commented that Corky Poster estimated $20,000 to have an expert review all structures at the Ranch, determine the levels of deterioration and provide a recommendation. Ms. Diaz-Trahan discussed the Tohono O'odham grant option.

Discussion ensued amongst the Commission and staff regarding the grant opportunities.

MOTION: A motion was made by Commissioner Thomae and seconded by Commissioner Hannon to request funds for the Certified Local Government program specifically earmarked to the assessment and prioritization of the contributing structures at Steam Pump Ranch.

MOTION carried, 5-0

7. ANNOUNCEMENTS

No announcements.

8. FUTURE AGENDA ITEMS

Chair Guyer requested Commissioner Hannon and Commissioner Thomae meet with the Oro Valley Historical Society president and his designee to discuss the possibilities for use of the $125,000. Once their work is concluded, they are to report back to Chair Guyer and the suggestion will be sent to the commission.

Other future agenda items include:
- Educational outreach efforts
- Recruitment efforts

9. SCHEDULING NEXT HISTORIC PRESERVATION COMMISSION MEETING TENTATIVELY FOR MONDAY, SEPTEMBER 8, 2014 TO BEGIN AT 5:00 P.M. - DISCUSSION AND POSSIBLE ACTION

The Certified Local Government subcommittee will provide a report at the September meeting.

ADJOURNMENT

MOTION: A motion was made by Commissioner Hannon and seconded by Commissioner Thomae to adjourn the meeting at 6:32 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 2nd day of June, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

DRAFT

Commissioner Attendance Per Meeting

Meeting Date	Present	Excused	Absent
9/9/2013	Dean Strandskov Ed Hannon Marilyn Lane Eric Thomae Connie Trail	Ellen Guyer	
11/4/2013	Ellen Guyer Dean Strandskov Marilyn Lane Eric Thomae Connie Trail		Ed Hannon
12/2/2013	Ellen Guyer Dean Strandskov Ed Hannon Marilyn Lane Eric Thomae Connie Trail		
1/6/2014	Ellen Guyer Dean Strandskov Ed Hannon Connie Trail Eric Thomae	Marilyn Lane	
2/3/2014	Ellen Guyer Dean Strandskov Marilyn Lane Connie Trail Eric Thomae	Ed Hannon	
3/3/2014	Ellen Guyer Dean Strandskov Marilyn Lane Connie Trail Eric Thomae	Ed Hannon	
4/7/2014	Ellen Guyer Dean Strandskov Marilyn Lane Connie Trail Eric Thomae	Ed Hannon	
6/2/2014	Ellen Guyer Dean Strandskov Ed Hannon Connie Trail Eric Thomae	Marilyn Lane	

Applications/Resumes of current Historic Preservation Commission members

DEC 18'09am11:51 TOV

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 (Last) Ellen (First) D. (Middle)

Address [redacted] (Street) [redacted] (City) [redacted] (State) [redacted] (Zip)

Home Phone [redacted] Business Phone _____ Email [redacted]

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 UMinn; career as college dean

IF DESIRED, ADDITIONAL INFORMATION MAY BE ATTACHED

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.

FEB 28 '11 am 3:48 TOV

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.

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 STRANDSKOV DEAN
Last First Middle

Address [redacted]
Street City State Zip

Home Phone [redacted] Business Phone _____ Email [redacted]

Number of Years in Oro Valley 16

Signature [illegible] Date 2-28-2011

Please indicate the board or commission you wish to join: HISTORIC PRESERVATION COM.

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.)

[illegible]

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 [illegible]

Have you attended the Community Academy? [illegible] Are you willing to attend? [illegible]

Briefly describe your educational/vocational background.

[illegible]

IF DESIRED, ADDITIONAL INFORMATION MAY BE ATTACHED

www.townoforovalley.com

1/4/11

MAY 20'09PM 1:12 TOV

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 Hannon (Last) Ed (First) (Middle)

Address [redacted] (Street) [redacted] (City) Oro Valley (City) AZ (State) [redacted] (Zip)

Home Phone [redacted] Business Phone [redacted] Email [redacted]

Number of Years in Oro Valley 5 (Must be a resident of the Town for 1 year.)

Signature Ed Hannon Date 20 May 2009

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

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.)

Tucson Executives Association, Tucson Parks Foundation, The Centurions

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.

Years of Experience working on Boards and committees, an understanding of Getting things Done as a part of a Group. Need to preserve & share the special History of the Area.

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

Briefly describe your educational/vocational background.

N.A.U., executive, Business Owner, photographer

IF DESIRED, ADDITIONAL INFORMATION MAY BE ATTACHED

www.townoforovalley.com

4/18/06

DEC 29 2011 TOV

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 by assisting us in understanding how we can best use your talents and experience. 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 the date of receipt. 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.

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

Name: LANE (Last) Marilyn (First) Joan (Middle) Ms (Suffix)

Address: [redacted] (Street) [redacted] (City) Oro Valley (State) AZ. [redacted] (Zip)

Home Phone [redacted] Business Phone _____ Cellular Phone [redacted]

Number of Years in Oro Valley 11 Email Address [redacted]

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.) Docent Az. State Museum. Gov. Sauca, President Ca. Assoc. for G.Ed, Consultant in Education, USA & Internationally, Ed. Foundation, Campbell, Ca, Volunteer of Year, Campbell Ca., 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

2/23/11

CURRICULUM VITAE
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 Sate 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.

MAR 11 13 PM 12:49

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 by assisting us in understanding how we can best use your talents and experience. 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 the date of receipt. 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.

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

Name Trail (Last) Connie (First) R. (Middle) Mrs. (Suffix)

Address [redacted] (Street) Oro Valley (City), AZ (State) [redacted] (Zip)

Home Phone [redacted] Business Phone _____ Cellular Phone [redacted]

Number of Years in Oro Valley almost 3 Email Address [redacted]

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, Mansfield Texas

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. (page 2)
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

IF DESIRED, ADDITIONAL INFORMATION MAY BE ATTACHED

www.orovalleyaz.gov

2/23/11

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

The planning of Steampump 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

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 by assisting us in understanding how we can best use your talents and experience. 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 the date of receipt. 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.

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

Name Thomae (Last) Eric (First) J (Middle) _____ (Suffix)

Address [redacted] (Street) Oro Valley (City) AZ (State) [redacted] (Zip)

Home Phone _____ Business Phone [redacted] Cellular Phone [redacted]

Number of Years in Oro Valley 3 Email Address [redacted]

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 his 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

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