



NOTICE AND AGENDA OF REGULAR MEETING OF THE PINAL COUNTY OPEN SPACE AND TRAILS ADVISORY COMMISSION (OS&T)

Pursuant to Arizona Revised Statutes § 38-431.02, notice is hereby given to the members of the Pinal County Open Space and Trails Advisory Commission (OS&T) and the general public that the OS&T will hold a regular meeting open to the public at 6:00 p.m. on Tuesday, April 8, 2014 in the Emergency Operations Center (EOC), Pinal County Administrative Complex, Building F, 135 N. Pinal Street, Florence, AZ 85132. Members of the OS&T will attend either in person or by telephone conference call.

The OS&T may go into executive session for purposes of obtaining legal advice from the county's attorney(s) on any of the agenda items below pursuant to Arizona Revised Statutes § 38-431.03(A)(3).

The agenda for the regular meeting is as follows:

Regular Meeting

- I. Call to Order – OS&T Clerk
- II. Roll Call – OS&T Clerk
- III. Welcome
- IV. Introductions
- V. Oath of Office
- VI. Call to the Public (For information only)

This is the time for public comment. Members of the OS&T may not discuss items that are not on the agenda. Therefore, action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. Please note that time, place, and manner restrictions may be imposed.

VII. New Business

- a. Open Space and Trails Department Overview
 - i) History
 - ii) Open Space and Trails Plan/Comprehensive Plan
 - iii) Current Park and Trail Inventory
 - iv) Department Budget and Staffing
 - v) 2-5 Year Department Priorities
 - vi) Trust for Public Land Conservation Services Program update (Information)



PINAL COUNTY
wide open opportunity

- b. Claim for Reimbursement of Travel Expenses – OS&T Clerk (Information)
- c. Open Meeting Law (Information)
- d. Open Space and Trails Advisory Commission Bylaws (Information)
- e. Discussion/Election of OS&T Chairman and Vice-Chairman pursuant to Article V: Officers and Duties, Section 3., A of the Pinal County Open Space and Trails Advisory Commission Bylaws – OS&T Clerk/OS&T Chairman
- f. Discussion/Approval/Disapproval of future meeting dates – OS&T Chairman

VIII. Announcements

REGULAR MEETING: July, 2014 TBD

REGULAR MEETING: October, 2014 TBD

REGULAR MEETING: January, 2015 TBD

- IX. Open Space and Trails Director Discussion Items/Possible future agenda items
 - a. Work session to discuss Open Space and Trails Advisory Commission Strategic Direction
 - b. Thunderbird Arena Community Council (TACC) Master Plan update
 - c. West Pinal (Kortsen) Park update
 - d. San Tan Regional Park update
 - e. Bureau of Reclamation Recreation Agreement update
 - f. Pinal Partnership, Open Space and Trails Committee presentation

X. Adjournment – OS&T Chairman

Persons with disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Kent Taylor at 520-866-6910 or kent.taylor@pinalcountyz.gov. Requests should be made as early as possible to arrange the accommodation.

Open Space and Trails

Advisory Commission Meeting

April 8th, 2014

History

- ▶ Pinal County Fair began in 1956
- ▶ Neighborhood parks added in the 1960's
- ▶ Regional Trails added in the early 2000's
- ▶ “Programmed” recreational activities not offered (outside of fair events)
- ▶ Department focus was on the Fairgrounds / Fair
- ▶ Fairgrounds now operated through a non-profit organization

History

- ▶ Fairgrounds, Parks and Recreation
 - Planning and Zoning–Senior Planner 2007
 - County/CAFA agreement Sept 2011
- ▶ Division of Responsibilities
 - FY11/12
 - FY12/13
- ▶ Open Space and Trails Department
 - Budgeted/created FY13/14

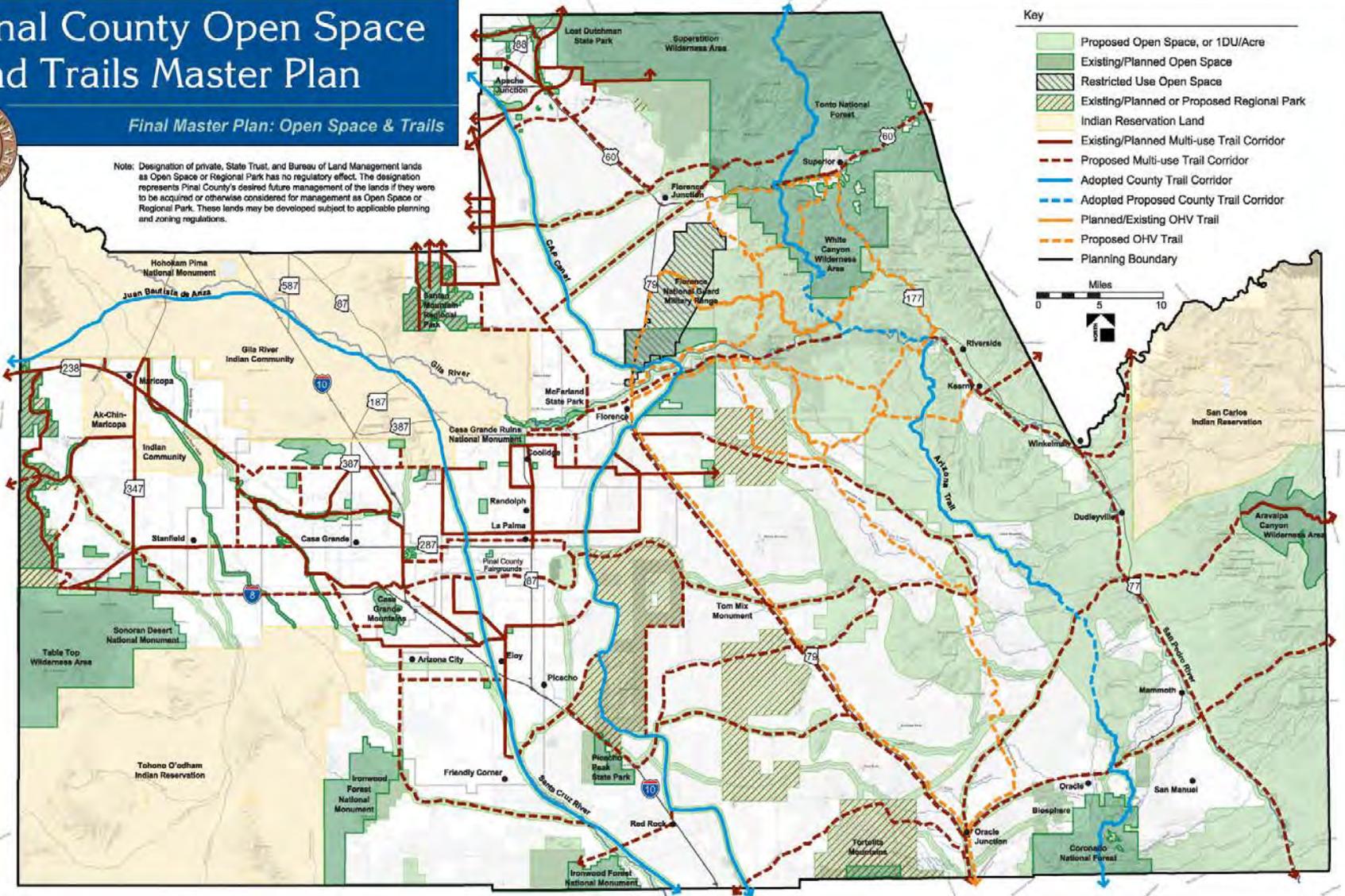
Policy Direction

- ▶ Open Space and Trails Master Plan
 - Approved October 2007
- ▶ Pinal County Comprehensive Plan
 - Chapter 6 Open Spaces and Places
 - Approved 2009, updated annually
 - Land use plan

Pinal County Open Space and Trails Master Plan

Final Master Plan: Open Space & Trails

Note: Designation of private, State Trust, and Bureau of Land Management lands as Open Space or Regional Park has no regulatory effect. The designation represents Pinal County's desired future management of the lands if they were to be acquired or otherwise considered for management as Open Space or Regional Park. These lands may be developed subject to applicable planning and zoning regulations.

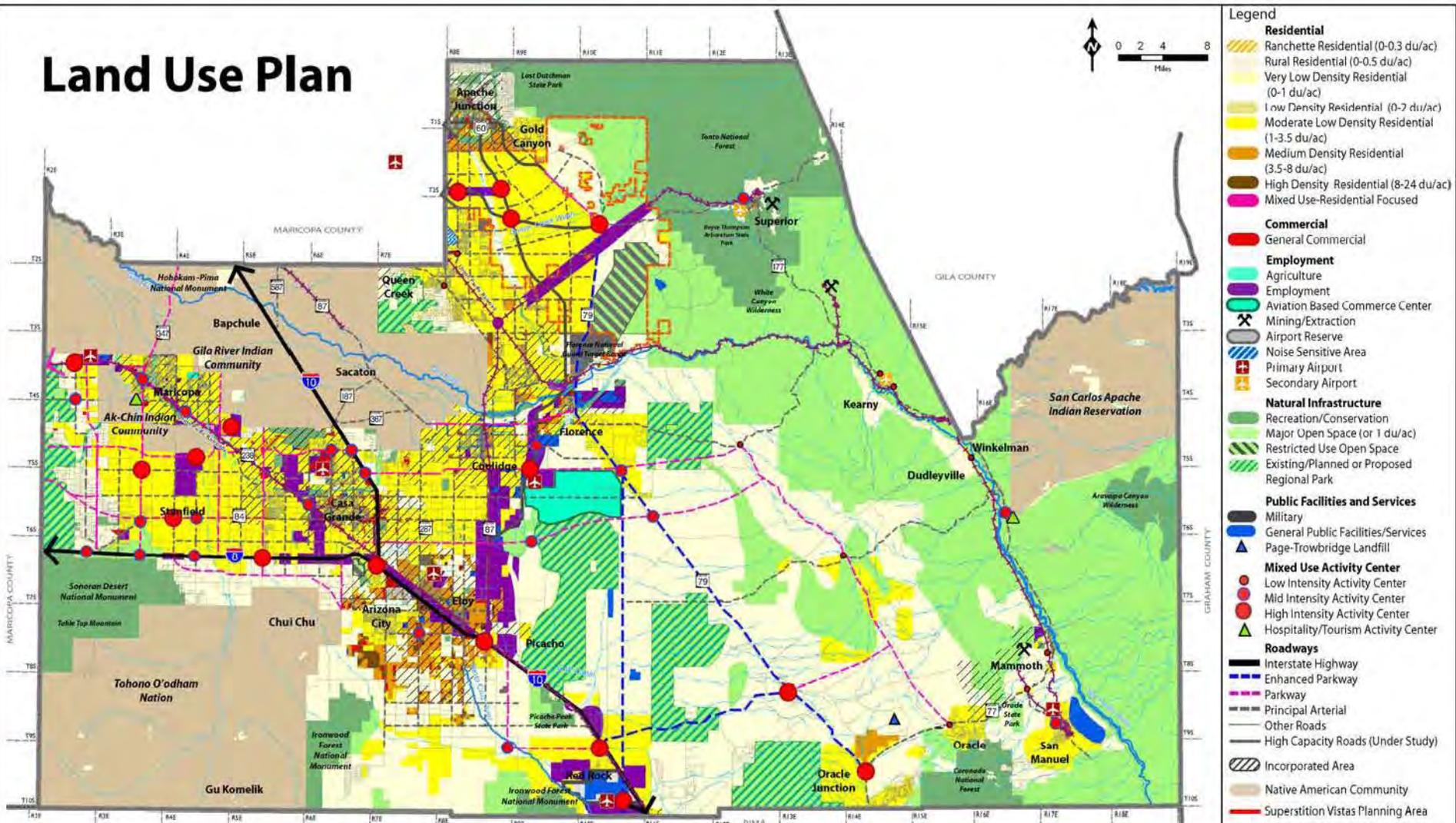


Key

- Proposed Open Space, or 1DU/Acre
- Existing/Planned Open Space
- Restricted Use Open Space
- Existing/Planned or Proposed Regional Park
- Indian Reservation Land
- Existing/Planned Multi-use Trail Corridor
- Proposed Multi-use Trail Corridor
- Adopted County Trail Corridor
- Adopted Proposed County Trail Corridor
- Planned/Existing OHV Trail
- Proposed OHV Trail
- Planning Boundary



Land Use Plan



- Notes:
1. The Pinal County Comprehensive Plan does not change zone classifications, adopted development agreements, or planned area development overlay districts that exist on private property as of the effective date of this Plan. If any changes are made to land uses or planned developments existing at the time this Comprehensive Plan is effective, such changes should conform to the Pinal County Comprehensive Plan.
 2. The land use designation boundaries are located along significant natural or man-made features, wherever possible. Boundary lines are to be considered approximate and discretion may be used in determining them.
 3. While every effort has been made to ensure the accuracy of the information shown, Pinal County makes no warranty, expressed or implied, as to its accuracy and therefore, expressly disclaims liability for any errors.
 4. The General Plans for cities and towns within Pinal County should be used to determine land uses within incorporated boundaries. Generalized future land use plans (as of 2008, based on information provided by the municipalities) for incorporated cities and towns are illustrated for planning purposes.
 5. The Pinal County Open Space and Trails Master Plan (adopted 2007 and readopted as part of this effort) provides the base open space network.

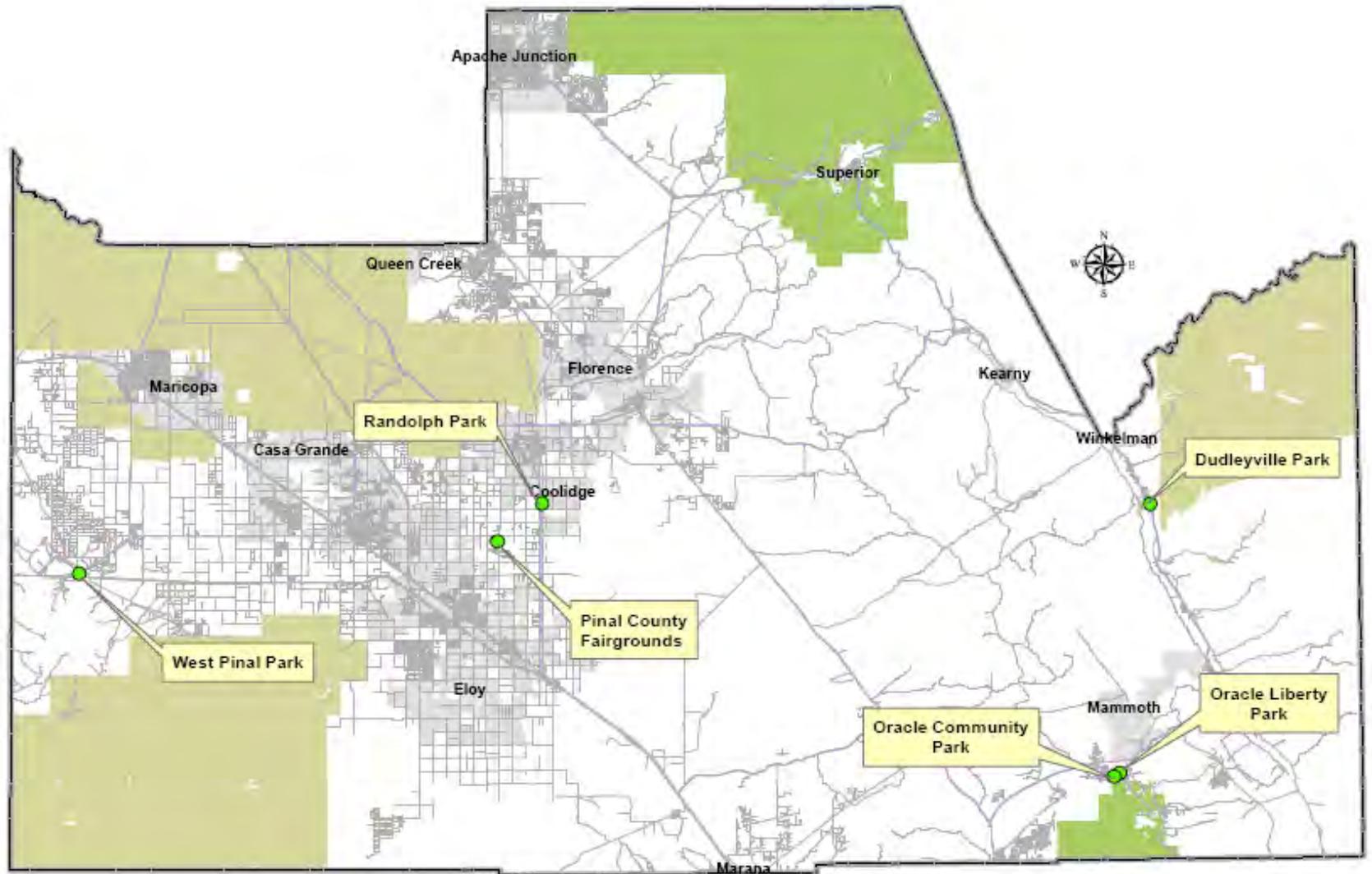
6. Designations of private, State Trust, or Bureau of Land Management lands as open space or regional park has no regulatory impact. The designation represents Pinal County's desired future management of the lands if they were acquired or otherwise considered for management as open space or regional park. These lands may be developed subject to applicable planning and zoning regulations.
7. The land use and transportation networks depicted for Superstition Vistas are preliminary and conceptual in nature and will be refined through the Superstition Vistas visioning process. When this visioning process is complete, the vision will be considered in the form of an amendment to the Comprehensive Plan.
8. Future roadway corridors reflect general locations where facilities may be located. Actual alignments will be determined by future studies with the results of these studies reflected in Comprehensive Plan updates.
9. Roadway classifications shown may change due to the status of potential High Capacity Corridors.

Source: ALRIS 2006, ADOT 2007, Pinal County 2007, CAAG 2007

November 18, 2009

Existing Inventory/Assets

- ▶ 5 neighborhood parks
 - Dudleyville
 - Oracle (2)
 - West Pinal
 - Randolph
- ▶ 60+ miles of Regional Trail
 - Arizona National Scenic Trail
 - Lost Goldmine Trail
- ▶ Manage two existing leases
 - Fairgrounds
 - Thunderbird Equestrian arena



Current Status

- ▶ Began addressing deferred maintenance needs
 - Successful Grant Application
- ▶ Updated Park Rules/Fee schedules
- ▶ Advisory Commission Bylaws
- ▶ Volunteer outreach
 - Trail Maintenance agreements
 - Adopt-A-Park Program
 - Juvenile Court Services
- ▶ Began evaluation of OS&T Master Plan implementation

Department Budget and Staffing

- ▶ FY 13/14 Budget
 - \$280,000
- ▶ Staffing
 - 1.5 FTE's

Neighboring County Information

	Pima County	Maricopa County
# of Parks	49 (53 trailheads and 14 working ranches)	10
# of Acres managed	30,000 (240,000 acres of open space)	120,000
FY 12/13 Budget	\$15,316,000	10,450,000
Amount of Budget from various revenue sources (fees, grants etc)	\$2,732,000	\$6,461,000
FTE's	243	84
Budget \$ per capita	\$15.93	\$2.73

OS&T Plan Evaluation Points

- ▶ Existing asset
- ▶ Master plans in place
- ▶ Significance of asset
- ▶ Inter-governmental agreements
- ▶ Local partnership opportunities
- ▶ Anticipated need

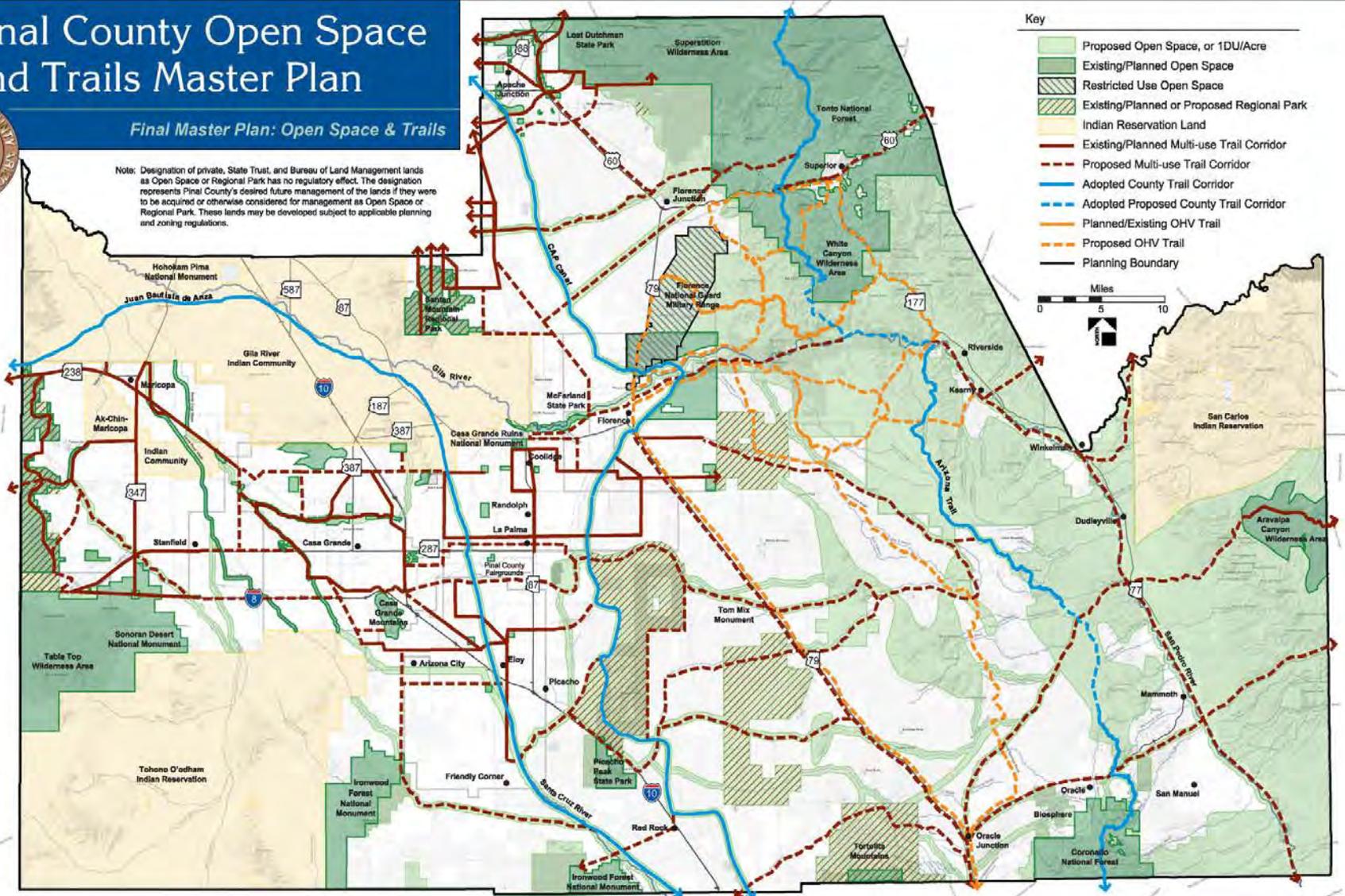
2-5 Year Priorities

- ▶ Manage Existing Inventory
- ▶ Short Term
 - San Tan Mountain Regional Park
 - Tortolita Mountain Park
 - CAP Recreational Trail
- ▶ Intermediate
 - Regional Park #4 (Peralta)
 - Regional Park #5 (Palo Verde)
 - San Pedro River

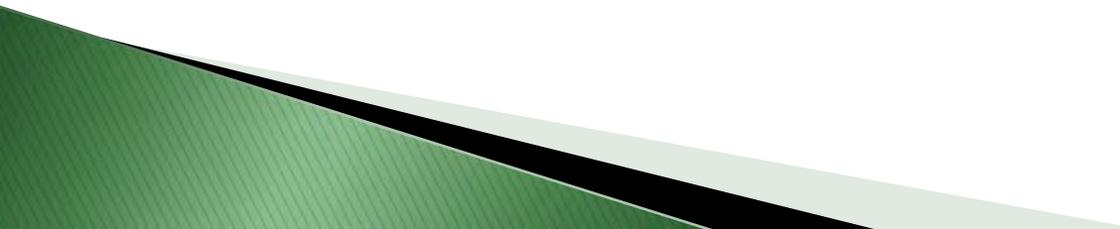
Pinal County Open Space and Trails Master Plan

Final Master Plan: Open Space & Trails

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Trust for Public Land

- ▶ The Economic Benefits of Open Space and Trails in Pinal County, 2011
 - ▶ Presentation to the new BOS, December 2013
 - ▶ BOS directed staff to engage TPL in next step, feasibility study.
 - ▶ Feasibility report to be presented to the BOS on April 16th.
- 

Bylaws

- ▶ Article III–Functions, Duties and Responsibilities
- ▶ Article V–Officers and Duties
- ▶ Article VI–Meetings
 - January, April, July and October
 - Agenda preparation
 - Telephonic participation

Arizona National Scenic Trail (ANST)

Location: Approximate 50 miles of non-motorized multi-use trail beginning in the Oracle area and ending at the Florence/Kelvin Highway.

Impact Fee Area(s): 1, 4 & 5

Amenities:

Three Trailheads

- Tiger Mine Road (Fall 2012)
 - Trailhead sign (2)
 - Fencing
 - Hitching posts
- Freeman Road (Fall 2012)
 - Trailhead sign
 - Hitching posts
- Florence Kelvin Highway
 - Trailhead sign
 - Hitching posts



History:

- Arizona State Land acquisition in 2009. R/W #'s, 16-112515, 16-112396, 16-112519, 16-112521
- Trailheads constructed in 2012 with a grant award from the Forest Service Title II Secure Rural Schools and Community Self-Determination Act.
- There is approximately 100 miles of the ANST located in Pinal County.
- There are 8 "Gateway" communities identified in Pinal County which are in close proximity to the ANST.

Summary:

- This was identified as an existing trail in the 2007 Open Space and Trails Master Plan
- Currently maintained by volunteers from the Arizona Trail Association (Trail Maintenance Agreement in place)
- Trail ROW is a 15' corridor.
- Trail ROW purchase included a small portion which is south of HWY 77 adjacent to Oracle State Park.
- Where trail crosses BLM property that portion of the trail is managed by the Tucson Field Office of BLM.

Dudleyville Park (9.94 acres)

Location: 4004 N Dudleyville Road (parcel # 300-26-070)
In the town of Dudleyville (85192)

Zoning: GR

Impact Fee Area(s): 4

Amenities:

Ramadas (2 each 20'x30', 3 ea 10'x20')

Picnic Tables (15 ea 8', 2 ea 15')

Youth baseball/softball field (lighted)

Basketball Court

Swing set

Playground structure

Dudleyville Multigenerational Center (2040 sq feet)

Restrooms (outdoor)

BBQ grills (4ea single metal and 2ea triple metal)



History:

- Property Owned by Ray School District
- County leased property from the Ray School District on February 1, 1996 for park purposes
- Lease is for 25 years (2021)
- County to operate park at its own costs

Summary:

- This was not identified as a future regional park site in the 2007 Open Space and Trails Master Plan
- County has a part time staff member to maintain this park and the 2 parks in Oracle.
- Park and multigenerational center reservations and fees have been handled by District One Supervisor office in Mammoth
- A BOS approved fee schedule for the park and multi-generational center was approved in December 2012
- Water well, pump etc located on southeast end of the park. This serves the park and multi-gen center as well as the Fire Station across the street. (address for the Water Tank is 4086 N Dudleyville Road)
- The park and multi-gen center occupy less than half of this property

Lost Goldmine Trail

Location: Approximate 9 mile non-motorized multi-use trail adjacent to the Tonto National Forest/Superstition Wilderness

The trail runs east to west from Peralta Road to Broadway Road



Impact Fee Area(s): 1

Amenities:

Two Trailheads

- Cloudview Road (Gold Canyon) (chip sealed)
 - Trailhead sign
 - Hitching posts
- Broadway Road
 - Parking only (via a trailhead easement on parcel #104-90-0300)

East access point

- Peralta Road (natural surface)
 - Trailhead sign

History:

- Arizona State Land acquisition. R/W #16-102848

Summary:

- This was identified as an existing trail in the 2007 Open Space and Trails Master Plan
- Currently maintained by volunteers from the Superstition Area Land Trust (SALT) (Trail Maintenance agreement in place)
- At the trail location on the west end of Cloudview the trail goes in a northerly direction. This parcel is a private parcel. There has been a tentative plat recorded for this parcel and there is a 40' ROW on the east end of the property that needs to include the trail for connectivity purposes. Development name=Encanto Las Estancias TP S-044-05 FP S-002-08 (expired)
- There are currently several "wildcat" trails which connect to the LGT east of Cloudview from ASLD property to the south of the trail.

Oracle County Park (4.92 acres)

Location: 333 E Nuestro Street (parcel # 308-10-033)
In the town of Oracle (85623)

Zoning: CR-2 (PZ-L-59)

Impact Fee Area: 5

Amenities:

Ramadas (one ea, 10'x20' and 20'x27')

Picnic Tables (18 8' foot tables)

Basketball Court

Restrooms, men's and ladies with a storage room

Playground structure

BBQ grilles (One Block 4 section grill, one metal double section grill, and 15 metal single grills)

Swing sets

Shuffleboard courts



History:

- Property Owned by Pinal County Superior Court
- Park constructed in 1968

Summary:

- This was not identified as a future regional park site in the 2007 Open Space and Trails Master Plan
- County has a part time staff member to maintain the two parks in Oracle and the park in Dudleyville.
- Restroom facility re-roofed in January 2014.

Oracle Liberty Park (1.91 acres)

Location: 1034 E Mt Lemmon Hwy (parcel # 308-03-127a)
In the town of Oracle

Zoning: GR

Impact Fee Area(s): 5

Amenities:

Cement slab

Restrooms (not operational)



History:

- County obtained property via a trade with Oracle School District June 1994 (2023-863)
- County leased property to Citizens for Positive Growth and Development March, 27th 2004 (Fee# 2002-016252) 25 year lease, \$1.00 per year
- Lease was terminated at the BOS meeting of September 19, 2012. (Resolution # 091912-GA02-13) The above named non-profit was no longer in existence.

Summary:

- This was not identified as a future regional park site in the 2007 Open Space and Trails Master Plan
- Park has a history of graffiti issues
- Park was the object of a “Silent Whistle” report in Dec 2009 due to unsafe wooden skate ramps etc.
- Dusk to Dawn lights re-installed and made operational Spring 2014

Randolph Park

Location: (parcel # 401-31-004,005,006)
In the town of Randolph

Zoning: GR

Impact Fee Area: 3

Amenities: (Amenities in very poor condition)
Basketball Court



History:

- Property purchased by Pinal County, Dec, 14, 1994 (\$10) from Proler International. Proler International had purchased the property from Mr. Moore the previous year for \$10
- Sale included park amenities
- Sale included a 50' ROW for 5th Street in Randolph
-

Summary:

- This was not identified as a future regional park site in the 2007 Open Space and Trails Master Plan
- Park is in very poor condition
- Park has been seldom maintained since constructed
- Unsafe playground and park amenities were removed in September 2012

Thunderbird Horse Arena

Location: 12365 N Ralston Rd (parcel # 510-37-002)
Southwest of the City of Maricopa

Impact Fee Area: 2

Zoning: GR

Amenities:

Fenced horse arena (lighted)

Basketball Court

Announcing stand

Fire District building also sits on this site



History:

- Property acquired in 1954 for the Public Works Department for highway material

Summary:

- This was not identified as a future regional park site in the 2007 Open Space and Trails Master Plan
- Lease agreement approved between Pinal County and the Thunderbird Arena Community Council (TACC) in January 2013. Includes property north of the Jean Road alignment. Does not include the property to the south, which houses the Fire District Building
- Non-profit organization was formed to take over operation of the park

West Pinal Park (160 acres)

Location: 50801 W Hwy 84 (parcel # 500-01-00106)
Approximately 8 miles west of Stanfield

Impact Fee Area: 2

Amenities: (as of 2013)

18 Ramadas

4 10x20 slabs with no Ramada

41 Picnic Tables

4 benches

6 large BBQ grills (at the ramadas)

Information and self pay kiosk

History:

- Patented Deed from BLM, February 5th, 1970 (patent # 02-70-0060)

Summary:

- This was not identified as a future regional park site in the 2007 Open Space and Trails Master Plan
- All picnic tables are in poor condition
- Fee schedule and camping regulations approved by the BOS in September 2013.
- Ongoing issues with park trash receptacle(s) being used for neighborhood trash.
- MOU with Juvenile Court Services department which is “adopting” this park.
- Internal natural surface walking trail completed in Feb 2014.



Pinal County

**Open Space and Trails Advisory
Commission
BYLAWS**

ARTICLE I: Name

Section 1. The name of this organization shall be the “**Pinal County Open Space and Trails Advisory Commission**”, hereinafter referred to as the (“**OS&T Commission**”).

ARTICLE II: Authority

Section 1. The OS&T Commission is established pursuant to the authority provided by A.R.S. § 11-934D.

ARTICLE III: Functions, Duties, and Responsibilities

Section 1. The OS&T Commission shall act as a recommending body to the Pinal County Board of Supervisors (“**BOS**”) on:

- A. Implementation of the Pinal County Open Space and Trails Master Plan and/or Chapter 6 (Open Spaces and Places) of the Pinal County Comprehensive Plan.
- B. Long-range policies and procedures related to development and maintenance necessary to assure maximum public benefit of open space, trails and parks within Pinal County;
- C. The financial plans for operation and development programs including but not limited to the annual department budget, capital improvement plans and fees and charges;

Section 2. The OS&T Commission shall assist in developing and maintaining public understanding and encouraging citizen participation in support of the open space, trails and parks in Pinal County, including communicating with and obtaining input from constituent groups, elected and appointed officials, and other members of the public.

Section 3. The OS&T Commission shall make policy or programmatic recommendations, as appropriate, to the BOS to best serve the open space, trail and park needs of the County.

Section 4. Prior to and in conjunction with its recommendations, the OS&T Commission shall seek and consider information and advice, including factual information and technical advice and recommendations from County Staff, industry professionals, Pinal County residents and other interested parties.

Section 5. The OS&T Commission may research and provide support for available funding sources that assist the County in achieving goals and objectives as they relate to open space, trails and parks.

ARTICLE IV: Membership

Section 1. The OS&T Commission shall consist of ten members who shall be residents of the county or business and/or property owners within the county. Two members shall be appointed, at large, by each supervisor. Members of the OS&T Commission shall serve without compensation except for reasonable travel expenses.

Section 2. Members shall be appointed to serve four years, except for the initial appointments where one of each supervisory appointments will serve four years and one of each supervisory appointments will serve two years. Members may serve no more than two consecutive full terms. Any resignation or removal of a member shall be filled by a new member appointed for the remaining term of the resigning or removed member. Any member may be appointed, removed or their resignation accepted by the appointing supervisor.

Section 3. The OS&T Commission Chairman shall notify the OS&T Commission member and corresponding member of the BOS when any member has two consecutive, unexcused absences from regular/special meetings. An excused absence is one that is pre-arranged with and approved by the Chairman 5 business days prior to the meeting or caused by illness or family emergency.

Section 4. Commission members serve at the discretion of the BOS and may be removed at any time by the appointing supervisor.

Section 5. Prospective new OS&T members will file an application with the Clerk of the Board. The Clerk will supply copies to the appropriate supervisor for review.

ARTICLE V: Officers and Duties

Section 1. OS&T Commission Officers.

- A. The Officers of the OS&T Commission shall be the Chairman and Vice-Chairman.
- B. The Officers shall be elected by the members of the OS&T Commission to serve a one-year (1) term.

Section 2. OS&T Commission Officer Duties.

- A. The OS&T Commission Chairman shall:
 - 1. Call all meetings.
 - 2. Preside at all meetings.
 - 3. Appoint the Chairmen of all sub-committees.
 - 4. Be an ex-officio member of all sub-committees.
 - 5. Represent the OS&T Commission at various meetings and activities.
 - 6. Rule on all procedural questions.
 - 7. Oversee the voting process for officers of the OS&T Commission.
 - 8. The Chairman may limit the number of people permitted to speak on any matter before the OS&T Commission and may limit the time allotted to each speaker provided that such procedure shall result in a full hearing of all relevant issues, and is uniformly and fairly applied. The Chairman may direct that a study session meeting or a workshop meeting may be scheduled without public comment or input, if so Noticed and stated on the Agenda.
 - 9. Any ruling of the Chairman shall be subject to reversal by a majority of the OS&T Commission Members present.
- B. The OS&T Commission Vice-Chairman shall:
 - 1. Act in the absence of the Chairman.
 - 2. Perform other duties as assigned by the Chairman.
 - 3. Bi-annually review the Bylaws and make recommendations for revisions as needed.

Section 3. Election of OS&T Commission Officers.

- A. The Chairman and Vice-Chairman shall be elected by members of the OS&T Commission at the initial meeting of the OS&T Commission, and then annually thereafter.

- B. Persons receiving the majority of votes shall be elected as Chairman and Vice-Chairman, respectively.
- C. Vacant offices may be filled when needed by an election conducted at a regular or special meeting.

Section 4. OS&T Commission Clerk. The Open Space and Trails Director, or their designee, shall serve as the Clerk of the OS&T Commission. The Clerk shall prepare and post notices, prepare and distribute agendas, back-up material, other documents, and shall be present at all meetings to record, transcribe and/or otherwise memorialize minutes of the meeting, including motions, actions, resolutions, and shall distribute such for review, revision, approval and/or adoption of such and the maintenance of such items as required by law, subject to the review and final approval of the County Attorney.

Section 5. Protocol of Communications. Any written communication proposed to be sent and any oral statement intended to be communicated by a OS&T Commission member or officer as a OS&T Commission position, which has not been prior expressly acted upon and expressly approved by the OS&T Commission as its official position, must first be presented and must first be affirmatively approved by the OS&T Commission, in its discretion, prior to the transmission or communication of such writing or oral statement as an official position of the OS&T Commission.

Section 6. Recommendations. OS&T Commission recommendations to the BOS are not final determinations of the County, unless or until affirmatively accepted, approved or adopted by the BOS at a regular or special meeting. Neither the OS&T Commission nor its members shall represent or characterize recommendations of the OS&T Commission to the BOS as being final County determinations.

ARTICLE VI: Meetings

Section 1. Regular meetings of the OS&T Commission shall be held in January, April, July and October of each year. Schedules and agendas will be posted in accordance with the Arizona Open Meeting Law in a locked bulletin board located outside the east entrance to Administration Building A, and the Development Services Building at 31 N. Pinal, Florence, Arizona; and on the web page for the Pinal County Open Space and Trails Department. Regular meetings will be scheduled for 6:00 p.m., and study sessions and workshop meetings (if scheduled) will be held prior to the regular sessions. These meetings will be held at the County seat in Florence, Arizona. However, remote meetings may be scheduled at other locations, within Pinal County, as determined by the OS&T Commission.

- Section 2.** All meetings of the OS&T Commission shall comply with the Arizona Open Meeting Law, and therewith be open to the public with the exception of executive sessions as permitted by applicable laws.
- Section 3.** Special OS&T Commission meetings may be scheduled as needed at the call of the Chairman or upon the written or oral request of at least three members. All Members shall receive due notification in compliance with all applicable regulations and statutes.
- Section 4.** Advance notice of OS&T Commission meetings will be posted in compliance with all applicable regulations and statutes.
- Section 5.** Any OS&T Commission Member and/or the Open Space and Trails Director may place an item on a future agenda according to the agenda schedule prepared by the Clerk.
- Section 6.** OS&T Commission meeting agendas and supportive material will be distributed to all members at least five business days prior to regularly scheduled meetings. Additional supportive material may be presented up to the time an item is heard and considered.
- Section 7.** OS&T Commission open meetings shall be conducted in accordance with Robert's Rules of Order. In any case where there is a conflict between these Bylaws and Robert's Rules of Order, these Bylaws shall control.
- Section 8.** OS&T Commission members must be present to vote unless participating in the meeting telephonically.
- Section 9.** A quorum shall consist of a majority of the currently appointed members. A majority vote of the quorum is required for any official action.
- Section 10.** The Open Space and Trails Director or their designee, within the parameters of their statutory duties and applicable County policies, should be present at the OS&T Commission meetings in their advisory position. The Planning Director, the Public Works Director, the County Attorney or their designees, and other County personnel and/or officials, may also be present at the Commission meeting, in their advisory capacities, as may be appropriate.
- Section 11.** The OS&T Commission Clerk or designee shall prepare minutes of all meetings, which shall be transcribed into a written form, and thereafter, at a subsequent duly noticed meeting, shall be reviewed, corrected, and approved. Approved minutes shall be signed by the Chairman, and in the Chairman's absence, the Vice Chairman, and by the Clerk.

APPROVED AND ADOPTED

I, Sheri Cluff, Clerk of the Pinal County Board of Supervisors, hereby certify that said Board on the _____ day of _____ 2013, approved and adopted the foregoing bylaws for the OS&T Commission of Pinal County on behalf of Pinal County, a body politic and corporate of the State of Arizona, for the purposes stated therein.

Sheri Cluff, Clerk of the Pinal County Board of Supervisors

(Seal)