



**COCONINO COUNTY BOARD OF SUPERVISORS,  
COCONINO COUNTY PUBLIC HEALTH SERVICES DISTRICT BOARD OF  
DIRECTORS, COCONINO COUNTY FLOOD CONTROL DISTRICT BOARD OF  
DIRECTORS, KACHINA VILLAGE IMPROVEMENT DISTRICT BOARD OF  
DIRECTORS**

**BUDGET WORK SESSIONS MINUTES– Week 2**

**May 7, 2019**

**8:30 a.m.**

**First-Floor Meeting Room  
219 E. Cherry, Flagstaff, Arizona**

**Present:** Chairman Art Babbott, Vice Chairwoman Lena Fowler, Supervisor Matt Ryan and Supervisor Jim Parks.

**Absent/Excused:** Supervisor Elizabeth C. Archuleta.

**Also Present:** County Manager James Jayne, Deputy County Manager Mike Townsend, Deputy County Manager Lucinda Andreani, Deputy County Manager Marie Peoples, Director of Special Initiatives Kim Musselman, Assistant Finance Director Megan Cunningham, Public Affairs Director Eric Peterson, Budget Analyst John Comer, Finance Business Manager Megan Coons, Facilities Director Sue Brown, Human Resources Director Erika Philpot, and Clerk of the Board of Supervisors Lindsay Daley.

Chairman Babbott called the meeting to order at 9:06 a.m.

1. Reserved for Discussion: 8:30 – 9:00 a.m.

***The Board did not hold discussions.***

2. Constables: 9:00 – 9:30 a.m.

County Manager Jayne introduced Constables Darren Womble and Rick Remender and briefly highlighted Constables' proposed FY20 budgets.

Constable Rick Remender spoke about the service improvement requests and the need for equipment.

Constable Womble spoke about trainings that are established around the state to continue post certification requirements. He stated he serves an average of one order of protection or injunction against harassment per day.

Individual Board members thanked the Constables for their work in the community.

3. Assessor: 9:30 – 10:00 a.m.

County Manager Jayne introduced the item.

Assessor Armando Ruiz and Chief Deputy Assessor Michael Combrink were present to speak on behalf of the Assessor's Office proposed FY20 budget. Assessor Ruiz highlighted the departments successes in FY19 and reviewed upcoming projects.

Chairman Babbott called for a break at 9:37 a.m. and reconvened open session at 9:50 a.m. Supervisor Ryan was not present.

4. KVID: 10:00 – 10:30 a.m.

Deputy Public Works Director Mike Lopker introduced the item.

Kachina Village Improvement District Manager Sam Mossman provided an overview of achievements, successes and hurdles from FY19. He answered questions asked by individual Board members related to the wetlands.

Supervisor Ryan arrived at 9:53 a.m.

Supervisor Elizabeth Archuleta arrived at 10:03 a.m.

Chairman Babbott called for a break at 10:33 a.m. to allow time for the Board to open the Special Session meeting at 10:30 a.m. *(See separate set of minutes for the Special Session).*

Chairman Babbott reconvened open session at 1:05 p.m.

5. Emergency Management: 1:00 – 1:30 p.m.

County Manager Jayne introduced Emergency Management Director Todd Whitney and briefly highlighted the service improvement requests.

Supervisor Ryan stepped out at 1:10 p.m. and returned at 1:12 p.m.

Emergency Management Director Whitney introduced staff that was present and spoke about the four different efforts under Emergency Management: preparedness, mitigation, response and

recovery. He provided an overview of the accomplishments made in each effort and explained the service improvement requests.

Director Whitney answered questions asked by individual Board members regarding the request.

Deputy County Manager Andreani also provided information to answer questions from the Supervisors.

The Supervisors expressed their appreciation of Emergency Management staff.

6. Public Works: 1:30 – 2:45 p.m.

County Manager Jayne introduced Deputy County Manager/Public Works Director Lucinda Andreani and spoke about the staff's recommendation to support the service improvement requests.

Deputy County Manager Andreani introduced Public Works staff that was present. She explained the service improvement request for \$200,000 for retention efforts.

Supervisor Ryan stepped out at 1:35 p.m. and returned at 1:45 p.m.

Deputy Public Works Director Mike Lopker went over the accomplishments of the Public Works Department in FY19. He provided an overview of the Lake Mary Road reconstruction project, Spring Valley Wash drainage project, a road project completed with partial funds from Navajo Department of Transportation and implementation of the Lucity software system.

Public Works Program Manager Allie Stender went over the investment in team members in succession planning. Staff has focused on the retention and recruitment program for the mechanics and the program for operators. They have also been focusing on leadership development.

Public Works Administrative Manager Jeremy Floyd spoke about the service improvement requests that were submitted. He and Deputy Manager Andreani answered questions asked by individual Board members.

Supervisor Archuleta stepped out at 1:47 p.m. and returned at 1:58 p.m.

Road Maintenance Superintendent Carl Fuller spoke about the effort to build skills and advance the careers of the road maintenance operator positions. He described the various positions within his division and answered questions asked by individual Board members.

Deputy Manager Andreani spoke about the veterans in the Public Works Department.

Engineer Christopher Tressler spoke about Capital Improvement Projects and the Pavement Preservation Plan.

Fleet Services Manager Byron Browning spoke about the equipment replacement program in the Public Works Department.

Deputy County Manager Andreani answered questions asked by individual Board members.

Project Manager Jeff Stein spoke about the repair and replacement plan for the Public Works Department.

Mr. Stein and Deputy County Manager Andreani answered questions asked by individual Board members related to the repair and replacement plan.

Program Manager Allie Stender spoke about the priority of organizational renewal within the Public Works Department and increasing the inter-cultural competence. She also spoke about their work on internal safety within the department.

Deputy Director Mike Lopker spoke about their effort to reduce the solid waste footprint. He spoke about the various transfer stations and clean-ups. He answered questions asked by individual Board members.

The Board provided feedback on the presentation and expressed their desire to discuss clean-ups further at the budget meeting tomorrow.

County Manager Jayne also answered questions and provided comments.

Mr. Browning spoke about the Mechanical Services Division and reviewed administrative fees and costs.

Supervisor Ryan spoke about the fuel cost increase. Mr. Browning answered questions asked by individual Board members.

The Board thanked Deputy County Manager Lucinda Andreani and Public Work's staff.

Chairman Babbott called for a break at approximately 3:00 p.m. and reconvened at 3:14 p.m.

**Motion:** Resolve as the Flood Control District Board of Directors, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

7. Flood Control District: 3:00 – 5:00 p.m.

County Manager Jayne introduced the item.

Deputy County Manager/Flood Control Administrator Lucinda Andreani spoke about the process utilized in the re-districting of the Flood Control District this past year.

Chairman Babbott requested members in the audience to introduce themselves.

Flood Control Administrator Andreani reviewed handouts prepared to provide an overview of the proposed FY20 budget for the District.

Director of Forest Restoration Jay Smith reviewed service improvement requests for fire restoration projects. He answered questions related to LiDAR analysis and air curtains.

Supervisor Ryan felt the Board should move to a slower process by budgeting for forest restoration for one year to see how it goes and work with other entities in the meantime.

Individual Board members provided feedback on staff recommendations for FY20 budget funding of the Flood Control District.

8. Roundtable: To be discussed. Pursuant to A.R.S. 38-431.02(H), these matters will not be acted upon.
- Reports from Supervisors; updates on new projects, district budgets, requests for services and initiatives, updated from county staff:
    - o District 4- Supervisor Jim Parks
    - o District 2- Supervisor Elizabeth Archuleta
    - o District 3- Supervisor Matt Ryan
    - o District 5- Supervisor Lena Fowler
    - o District 1- Supervisor Art Babbott
  - County Manager's Report
  - Board Planning Calendar
  - Events Calendar
  - Chair's Report
  - Update, discussion, and possible direction to staff regarding County Communications
  - Update, discussion, and possible direction to staff regarding Local, State and Federal Issues

As there was no further discussion, Chair Babbott adjourned the meeting at 4:43 p.m.

**COCONINO COUNTY BOARD OF SUPERVISORS**



Art Babbott, Chair

**ATTEST:**



Lindsay Daley, Clerk of the Board

