



OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND BOARD OF DIRECTORS OF THE BOARD OF EQUALIZATION, COCONINO COUNTY FLOOD CONTROL DISTRICT AND COCONINO COUNTY PUBLIC HEALTH SERVICES DISTRICT

REGULAR SESSION AND EXECUTIVE SESSION

August 24, 2021

10:00 a.m. – Regular Session

1:15 p.m. – Discussion items

Present: Chair Matt Ryan, Supervisor Patrice Horstman, Supervisor Jeronimo Vasquez and Supervisor Judy Begay were present virtually via Zoom meeting technology. Vice Chair Lena Fowler joined the meeting virtually at 10:14 a.m.

Also Present: County Manager Steve Peru, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Sue Brown, Deputy County Attorney Rose Winkeler, Clerk of the Board of Supervisors Lindsay Daley and Deputy Clerk of the Board Valerie Webber were present virtually via Zoom meeting technology.

Chair Ryan called the Special Session meeting to order at 10:02 a.m. and noted the Road District discussion, item 47 would not be addressed as it will be brought back for discussion at a future meeting.

Chair Ryan led the pledge of allegiance.

Call to the Public:

There were no comments from the public for items not on the agenda.

4. Consideration and possible action to appoint Sarica Cernhous as Precinct 22 Republican Committeeperson to fill a vacancy left by Dan Palm's resignation and as requested by the Coconino County Republican Party Chair. **Board of Supervisors**
5. Consideration and possible action to approve the updated Community Grant Guidelines and Application Process, including revisions to the grant application and review process and the reporting requirements of grant applicants. **County Attorney**
6. Consideration and possible action to approve the Seventh Amendment with Avertest, LLC DBA Averhealth, for urine and oral fluid testing for clients of the Adult Probation Department and the Coconino County Recovery Court to renew the contract for FY 2022 in an amount not to exceed \$200,000.00. **Adult Probation**
7. Consideration and possible action to approve Resolution 2021-36, approving the State Funding Agreement and Addendums for grant disbursements in the amount of \$2,624,718.00 for FY 2022, for contract services, salary, and employee related expenses and approve the corresponding budget adjustment. **Adult Probation**
8. **Separated:** Consideration and possible action to approve an Intergovernmental Agreement (IGA) with Town of Tusayan to perform Building Division Plan review and inspection services. **Community Development**

Supervisor Horstman noted Community Development Director Jay Christelman and Town of Tusayan Town Manager Charlie Gail Hendrix were present and asked if they would like to speak to the item. She provided a statement regarding the Town's request for the County's support with plan review and inspection services.

Community Development Director Jay Christelman briefly spoke about the purpose of the agreement.

Town of Tusayan Town Manager Charlie Gail Hendrix said the Town of Tusayan is highly agreeable to entering the Intergovernmental Agreement.

Vice Chair Fowler returned virtually to the meeting at approximately 10:31 a.m.

Motion: Approve an Intergovernmental Agreement (IGA) with Town of Tusayan to perform Building Division Plan review and inspection services, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

9. Consideration and possible action to approve a Budget adjustment in the amount of \$751,000 for reimbursement for the remainder of the Military Installation Sustainability grant. **Community Development**

17. Consideration and possible action to approve a purchase order with Ford Audio/Visual, LLC, utilizing Arizona State contract #ADSPO17-184590, to replace BOS Chamber Room audio/video equipment and support, not to exceed \$140,000. **Information Technology**
18. Consideration and possible action to approve the second amendment to the License Agreement with Recapturing Americana, LLC, doing business as North Pole Experience, allowing for a \$100,000 advanced payment in lieu of a performance bond in the same amount. **Parks and Recreation**
19. Consideration and possible action to approve a budget adjustment to increase the Parks Capital Projects Fund budget from \$0 to \$15,500.89 to allow for final work for the Fort Tuthill Wastewater Project and for additional budget to cover unanticipated expenses for the Bike Park Restroom project. **Parks and Recreation**
20. Consideration and possible action to approve Resolution 2021-34, adopting the revised version of the Engineering Design and Construction Manual (EDCM). **Public Works**
21. Consideration and possible action to approve the Fourth Amendment of an On-Call Agreement with Dennis L. Lopez & Associates LLC and the County to provide professional appraisal services, not to exceed \$60,000 for a one-year period. **Public Works**
22. Consideration and possible action to approve the purchase of one (1) Broce Side Cast Broom Model RCT-350 under the City of Tucson OMNIA Contract #161534 from Empire Southwest in the amount of \$80,906.06 in FY2022. **Public Works**
23. Consideration and possible action to approve an Agreement between Atkins North America, Inc. and the County, for RFQ 2021-109 On-call Engineering Services, from August 1, 2021 to July 31, 2022, in amount up to \$500,000 per project. **Public Works**
24. Consideration and possible action to approve an Agreement between Burgess & Niple, Inc. and the County for RFQ 2021-109, On-call Engineering Services, from August 1, 2021 to July 31, 2022, in an amount up to \$500,000 per project. **Public Works**
25. Consideration and possible action to approve an Agreement between Civiltec Engineering, Inc. and the County for RFQ 2021-109, On-call Engineering Services, from August 1, 2021 to July 31, 2022, in an amount up to \$500,000 per project. **Public Works**

Director Fowler said that while there is an emergency at this time, we need to remember the Flood Control District is for the whole County and there is a lot of work to do all over the County. She thanked Deputy County Manager Andreani and staff for all their work.

County Manager Peru noted he will follow up with staff to bring back information on work that remains to be done throughout the County.

Director Begay said she agreed with Director Fowler and that the Flood Control District needs extended to help throughout the whole County. We need to offer other areas service through these times.

Chair Ryan stated that what we are doing with the Flood Control District can be brought back for discussion.

Deputy County Attorney Rose Winkeler pointed out that there is a consent agenda in front of the Board at this time and the items are very specific as to what it allows the Board to discuss right now.

Motion: Accept the Consent Agenda for the Flood Control District, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Lena Fowler.

There was discussion on the motion.

Director Begay stated that we should be discussing other things, so the people know, and staff knows what we're talking about and what our thoughts are, not to stay only to the agenda. She said she thinks that if we're going to have comments to make, they should be made.

Chair Ryan called for the question; the motion passed unanimously.

33. Consideration and possible action to approve the Fourth Amendment of an On-Call Agreement with Dennis L. Lopez & Associates LLC and the Coconino County Flood Control to provide professional appraisal services, not to exceed \$60,000 for a one-year period. **Flood Control District**
34. Consideration and possible action to approve an agreement between Atkins North America, Inc. and the County Flood Control District for RFQ 2021-109, On-call Engineering Services, from August 1, 2021 to July 31, 2022, in an amount up to \$500,000 per project. **Flood Control District**
35. Consideration and possible action to approve an Agreement between Burgess & Niple, Inc. and the County Flood Control District for RFQ 2021-109, On-call Engineering Services, from August 1, 2021 to July 31, 2022, in amount up to \$500,000 per project. **Flood Control District**

43. Consideration and possible action to approve an Intergovernmental Agreement (IGA) between Mohave County and Coconino County Public Health Services District, to provide Public Health Medical Consultant/Alternative Medical Examiner Services, for the period of August 23, 2021 to September 3, 2021.
Health District

Motion: Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Lena Fowler. The motion passed unanimously.

Motion: Resolve as the Board of Equalization, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Patrice Horstman. The motion passed unanimously.

Board of Equalization Consent Agenda:

44. Consideration and possible action to approve Board of Equalization Resolution 2021-01, receiving and accepting the Hearing Officer's decisions for Petitions for Review of Property Valuation for Tax Year 2022 hearings conducted July 20, 2021. **Board of Equalization**

Hearing Officer Chuck Johnson and Board of Equalization Attorney Howard Brown were present virtually at 10:41 a.m.

Director Patrice Horstman noted she was not involved in any of these hearings as the former attorney for the Board of Equalization and therefore, she does not have a conflict.

Motion: Board of Equalization Resolution 2021-01, receiving and accepting the Hearing Officer's decisions for Petitions for Review of Property Valuation on Tax Year 2022 hearings conducted July 20, 2021, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Begay. The motion passed unanimously.

Motion: Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Lena Fowler, **Seconded by:** Director Judy Begay. The motion passed unanimously.

Public Hearing:

45. Public Hearing, consideration and possible recommendation of approval to the Arizona Department of Liquor Licenses and Control regarding an application (#154855) for a Series 007 (beer and wine bar) owner transfer liquor license for Kaibab Lodge, Licensee Lawrence Franklin Innes Jrs., located at 26 MI S Jct Hwys 67 and 89A, Fredonia, AZ. **Board of Supervisors**

Clerk of the Board Lindsay Daley introduced the application for a Series 007 (beer and wine bar) owner transfer liquor license for Kaibab Lodge, Licensee Lawrence Franklin Innes Jrs., located at 26 MI S Jct Hwys 67 and 89A, Fredonia, Arizona. Explaining that the Clerk's Office has not

- District 4 – Supervisor Judy Begay
- District 5 – Supervisor Lena Fowler
- District 3 - Supervisor Matt Ryan

- Chair's Report

Individual Board members provided a brief update on current events, projects and meetings they've attended relative to their respective districts and committee appointments.

Vice Chair Fowler noted the Board needs to prepare to take advantage of upcoming infrastructure bills and legislation to use for Flood Control District projects; adding that the County is very lucky to have congressional support in its legislative district. Supervisor Begay agreed and stated we need to review policies and agreements.

52. Discussion, update and possible direction to staff regarding state and/or federal legislative and/or administrative matters. **County Manager**

County Manager Peru provided a brief update on the status of work being done by the County Supervisor's Association on legislative proposals.

53. Discussion and update from the County Manager regarding possible community, regional and/or administrative matters. **County Manager**

County Manager went over the Board's planning calendar so that the Board could review upcoming presentation/discussion items. He briefly highlighted a few community events and administrative matters.

Chair Ryan called for a break at 11:52 a.m. and reconvened open session at 1:29 p.m.

Discussion and Possible Action Items – 1 :15 p.m.:

48. Presentation, discussion and possible direction regarding an update on Rural Broadband and the pursuit of right of way along Highway 89 for Northern Arizona Rural Broadband. **Information Technology**

County Manager Steve Peru introduced the purpose of the presentation.

Deputy County Manager Sue Brown highlighted the work staff has done in researching rural broadband.

Information Technology Director Matt Fowler introduced the item and provided a presentation that outlined the background on research done on broadband coverage issues, rural access and inadequacy of distance learning capabilities and updated plans for moving forward with rural broadband.

Executive Session:

51. Discussion and consultation for legal advice with attorneys for the Board of Supervisors regarding the results of the FY19 Financial Audit. Pursuant to A.R.S. 38-431.03(A)(2) and (A)(3), the Board may conduct this discussion in executive session. **Finance**

Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Jeronimo Vasquez and Supervisor Judy Begay were present virtually via Teams.

Also Present: Finance Director Siri Mullaney, Deputy County Manager Sue Brown, Deputy County Manager Lucinda Andreani, County Manager Steve Peru, Deputy County Attorney Rose Winkeler, Clerk of the Board Lindsay Daley.

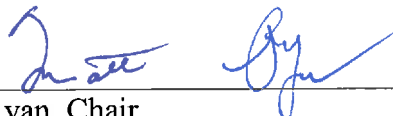
The Executive Session discussion began at 4:09 p.m.

Chair Ryan adjourned the executive session and meeting at 5:10 p.m.

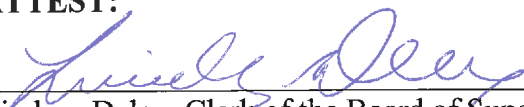
COCONINO COUNTY BOARD OF SUPERVISORS

(SEAL)





Matt Ryan, Chair

ATTEST:


Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 8/5/2021 as required by ARS-11-217.D

The minutes shall include all demands and warrants approved by the board in excess of one thousand dollars and multiple demands and warrants from a single supplier or individual under one thousand dollars whose cumulative total exceeds one thousand dollars in a single reporting period.

| Check Number | Vendor | Check Amount |
|--------------|---|--------------|
| 12408 | 1149 - ARIZONA COUNTIES INSURANCE POOL | 13,597.50 |
| 12409 | 6215 - DALIA AMBRIZ | 2,829.00 |
| 12417 | 1959 - CRM OF AMERICA LLC | 3,757.92 |
| 12424 | 6909 - ROBERT L HALL | 2,307.00 |
| 12425 | 6148 - HATCH CONSTRUCTION & PAVING INC | 11,077.98 |
| 12429 | 2616 - INTERIM PUBLIC MANAGEMENT LLC | 7,997.02 |
| 12430 | 3078 - J BANICKI CONSTRUCTION INC | 500,716.76 |
| 12433 | 2693 - NICHOLAS M LARSEN | 1,524.40 |
| 12438 | 2000 - NORTHERN ARIZONA INTERGOVERNMENTAL | 2,287.50 |
| 12439 | 2451 - NATURAL CHANNEL DESIGN INC | 13,765.38 |
| 12440 | 2116 - NAVAJO TRIBAL UTILITY AUTHORITY | 1,742.92 |
| 12443 | 3065 - GREGORY THOMAS PARZYCH | 4,561.00 |
| 12444 | 1243 - PERFORMANCE STRATEGIES | 8,177.14 |
| 12446 | 1995 - FLAGSTAFF PRECISION RESTORATION SERVICES LLC | 3,069.00 |
| 12447 | 1735 - PTS OF AMERICA LLC | 4,249.00 |
| 12451 | 3351 - RACHEL G JOHNSON | 1,390.50 |
| 12452 | 4461 - SHAMROCK FOODS | 14,756.22 |
| 12454 | 5099 - STATE OF ARIZONA | 61,908.00 |
| 12456 | 2406 - BELINDA STYLE | 1,807.00 |
| 12458 | 1116 - TALLPINES ENVIRONMENTAL CONSULTING COMPANY | 1,259.00 |
| 12459 | 1458 - THYSSENKRUPP ELEVATOR CORPORATION | 1,422.99 |
| 12463 | 6782 - WEX BANK | 12,467.66 |
| 92200579 | 1895 - ARIZONA PUBLIC SERVICE | 4,161.68 |
| 92200583 | 1310 - APS SERVICES INC SOURCECORP | 12,770.71 |
| 92200584 | 1310 - APS SERVICES INC SOURCECORP | 7,813.16 |
| 92200585 | 7157 - ARCHIVESOCIAL INC | 2,988.00 |
| 92200591 | 2271 - BOLDPLANNING INC | 8,000.00 |
| 92200595 | 2530 - QWEST COMMUNICATIONS COMPANY LLC | 18,266.05 |
| 92200597 | 2530 - QWEST COMMUNICATIONS COMPANY LLC | 4,407.08 |
| 92200598 | 2530 - QWEST COMMUNICATIONS COMPANY LLC | 10,176.23 |
| 92200599 | 4267 - CINTAS CORPORATION NO. 2 | 1,147.43 |
| 92200600 | 6258 - CITY OF FLAGSTAFF | 85,059.43 |
| 92200601 | 6258 - CITY OF FLAGSTAFF | 92,712.20 |
| 92200602 | 6258 - CITY OF FLAGSTAFF | 10,532.12 |
| 92200605 | 6258 - CITY OF FLAGSTAFF | 2,129.12 |
| 92200608 | 1019 - COCONINO COUNTY | 65,000.00 |
| 92200609 | 1045 - FLAGSTAFF MEADOWS PARTNERS LP | 2,679.50 |
| 92200610 | 2974 - COZYHOME LLC | 3,784.34 |
| 92200613 | 5357 - DLR GROUP, INC | 31,410.00 |

Warrant listing for 8/12/2021 as required by ARS-11-217.D

The minutes shall include all demands and warrants approved by the board in excess of one thousand dollars and multiple demands and warrants from a single supplier or individual under one thousand dollars whose cumulative total exceeds one thousand dollars in a single reporting period.

| Check Number | Vendor | Check Amount |
|--------------|---|--------------|
| 12466 | 7068 - ALISON CARLISLE APPLIN | 7,656.00 |
| 12471 | 3645 - CARAHSOFT TECHNOLOGY CORPORATION | 11,081.77 |
| 12472 | 1577 - CARDINAL HEALTH INC | 3,748.83 |
| 12474 | 1019 - COCONINO COUNTY | 9,139.81 |
| 12475 | 1019 - COCONINO COUNTY | 15,018.36 |
| 12477 | 1019 - COCONINO COUNTY | 411,471.18 |
| 12478 | 1019 - COCONINO COUNTY | 37,115.47 |
| 12479 | 1019 - COCONINO COUNTY | 76,301.00 |
| 12480 | 1019 - COCONINO COUNTY | 32,888.75 |
| 12481 | 1019 - COCONINO COUNTY | 346,922.80 |
| 12482 | 1019 - COCONINO COUNTY | 190,553.47 |
| 12483 | 1019 - COCONINO COUNTY | 60,951.00 |
| 12484 | 1019 - COCONINO COUNTY | 24,864.16 |
| 12485 | 1019 - COCONINO COUNTY | 4,096.00 |
| 12486 | 1019 - COCONINO COUNTY | 5,855.83 |
| 12487 | 1959 - CRM OF AMERICA LLC | 1,411.49 |
| 12491 | 6227 - PATRICK HANNON, ED.D, PC | 3,419.25 |
| 12492 | 6148 - HATCH CONSTRUCTION & PAVING INC | 14,280.69 |
| 12493 | 2616 - INTERIM PUBLIC MANAGEMENT LLC | 5,597.92 |
| 12494 | 5616 - JABARAH L NICHOLS | 21,152.58 |
| 12496 | 7031 - MATRIX DESIGN GROUP INC | 15,826.00 |
| 12498 | 2451 - NATURAL CHANNEL DESIGN INC | 9,998.05 |
| 12500 | 3889 - NEXXUS CONSULTING LLC | 8,181.83 |
| 12501 | 4442 - NILES RADIO COMMUNICATIONS | 4,404.76 |
| 12504 | 4445 - PAGE UTILITY ENTERPRISES | 1,194.76 |
| 12505 | 1243 - PERFORMANCE STRATEGIES | 2,443.95 |
| 12506 | 4447 - PERSONNEL SAFETY ENTERPRISES/ZEE MEDICAL | 2,081.07 |
| 12507 | 2851 - PRO PETROLEUM INC | 18,671.80 |
| 12514 | 4461 - SHAMROCK FOODS | 3,421.05 |
| 12517 | 3614 - SUNEDISON HOLDINGS CORPORATION | 3,893.60 |
| 12518 | 3614 - SUNEDISON HOLDINGS CORPORATION | 3,608.61 |
| 12519 | 1108 - SUPERIOR PROPANE INCORPORATED | 3,281.81 |
| 12521 | 1341 - TYLER TECHNOLOGIES INC | 9,245.61 |
| 12524 | 6119 - TRC VERMILLION VIEW, LLC | 1,500.00 |
| 44 | 2544 - BANK OF AMERICA | 396,600.76 |
| 92200694 | 2446 - STEVEN P ALLEN | 6,269.50 |
| 92200697 | 1895 - ARIZONA PUBLIC SERVICE | 3,938.07 |
| 92200704 | 6760 - BUD GRIFFIN CUSTOMER SUPPORT - ARIZONA LLC | 3,976.00 |
| 92200706 | 2530 - QWEST COMMUNICATIONS COMPANY LLC | 5,324.78 |
| 92200707 | 2530 - QWEST COMMUNICATIONS COMPANY LLC | 3,953.05 |