



**OFFICE OF THE
COCONINO COUNTY BOARD OF SUPERVISORS**

SPECIAL SESSION AND EXECUTIVE SESSION MINUTES

February 16, 2021

10:00 a.m. – Special Session (*Consent business items and discussion items to be conducted during Special Session*)

1:15 p.m. – Discussion Items continued

Present: Chair Matt Ryan, Vice Chairwoman Lena Fowler, Supervisor Patrice Horstman and Supervisor Judy Begay were present virtually via Zoom meeting technology and/or telephonically. Supervisor Jeronimo Vasquez joined the meeting at 10:52 a.m.

Also Present: County Manager James Jayne, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Joanne Keene, Deputy County Attorney Rose Winkeler, Public Affairs Director Eric Peterson, 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 10:01 a.m.

Call to the Public:

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

Discussion and Possible Action Item:

1. Discussion regarding and consideration of candidates seeking appointment to fill the vacancy of District 2 County Supervisor, and possible appointment. Pursuant to A.R.S. 38-431.03(A)(1), the Board may vote to enter executive session on this item. **Board of Supervisors**

The Board did not discuss item #1; the agenda was amended to start at 10:00 a.m. with item #2.

Board of Supervisors Consent Agenda:

Motion: Approve the Board of Supervisors Consent Agenda items 2 through 7, separating item 6, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

2. Consideration and possible action regarding approval of the minutes from the Board of Supervisors' meetings conducted January 26, 2021, February 2, 2021, and February 4, 2021.
3. Consideration and possible action to ratify and/or approve warrants, electronic fund transfers, and other payments as listed on the agenda. An itemized list of the below-numbered claims is filed in the official records of the Coconino County Board of Supervisors.

<u>Run Date</u>	<u>Warrant Numbers</u>	<u>Computer Register Totals</u>
02/04/2021	EFT – 10996 – 11027	\$153,177.35
02/04/2021	Checks – 92103713 – 92103820	\$508,473.37

4. Consideration and possible action to appoint Stacy Pinkston, Precinct 5; Stephen Nuno, Precinct 15; Karina Sampson, Precinct 16; Coral Evans, Precinct 12 as Democrat Precinct Committeepersons, each for a term to expire on October 1, 2022 and as requested by the Coconino County Democratic Party, to fill vacancies created from a lack of candidates during the 2020 election. **Board of Supervisors**
5. Consideration and possible action regarding approval of Intergovernmental Agreement Contract Number CTR043250, Amendment 6, between the Arizona Department of Health Services (ADHS) and Coconino County Health and Human Services (CCHHS), and a corresponding one-time budget adjustment in the amount \$35,400 annually, to provide supplemental COVID-19 and Vaccines for Children (VFC) immunization services during the period July 1, 2020 to June 30, 2021. Total revised budget amount for immunization services is \$265,400. **Health and Human Services**
6. **Separated:** Consideration and approval appointing Jean Marie Rieck, resident of District 3, to the Coconino County Parks and Recreation Commission for a term of February 16, 2021 through February 15, 2027. **Parks and Recreation**

Chair Ryan stated he separated the item in order to speak about his recommended appointment of Jean Marie Rieck to the Parks and Recreation Commission. He spoke about her family and her engagement in the community.

Motion: Approve the appointment of Jean Marie Rieck, resident of District 3, to the Coconino County Parks and Recreation Commission for a term of February 16, 2021 through February 15, 2027, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

7. Consideration and possible action to approve a six-month grant extension for the Recreational Trails Program Project 471811 Fort Tuthill Trail System Project to September 5, 2021. **Parks and Recreation**

Discussion and Possible Action Items:

8. Discussion on and possible direction to staff regarding engagement and advocacy on the 2021 State of Arizona Independent Redistricting Commission and the process, scope, and other considerations for the decennial Board of Supervisors redistricting process. **Public Affairs**

Presenter: Public Affairs Director Eric Peterson.

Powerpoint: Redistricting – February 16, 2021.

County Manager James Jayne introduced the item.

Public Affairs Director Eric Peterson explained what redistricting is and the related, applicable federal and state laws; noting the County was recently notified it will not receive the 2020 Census data until September, which will make the redistricting process difficult. He described the process used by the Arizona Independent Redistricting Commission (IRC) and the County's Draft Redistricting Principles.

The Board provided feedback related to engagement in the process and the Draft Redistricting Principles.

Supervisor Jeronimo Vasquez joined the meeting at 10:52 a.m.

Public Affairs Director Peterson continued with his presentation explaining how to navigate an application map regarding block group population change, that is not data to be used to make decisions at this time.

Upon inquiry from Supervisor Horstman, Deputy Information Technology Director Helen Costello stated they do not have a breakdown by precinct numbers for 2019 but can provide information from 2010.

Public Affairs Director Peterson reviewed a proposed timeline for the draft Coconino County redistricting process, software considerations for drawing maps, the redistricting project team and potential budget considerations for redistricting. The Board provided feedback regarding the information presented.

9. Discussion, update and possible direction regarding the recruitment of County Manager position. **Human Resources**

County Manager James Jayne noted the County Manger position was posted last Monday February 8, 2021 and is set to close on March 11, 2021.

Human Resources Director Erika Philpot provided an update on the status of recruitment for the County Manager, which included a recruitment timeline.

The Board expressed concerns with the timeline as it is too fast.

Motion: Move to enter executive session, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

Chair Ryan called for a break at 11:45 a.m. to allow time for the Board to enter executive session.

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

Also Present: Human Resources Director Erika Philpot, Deputy County Attorney Rose Winkeler and Clerk of the Board Lindsay Daley.

The Board entered executive session at 11:47 a.m.

Supervisor Jeronimo Vasquez was absent from the meeting between 11:50 a.m. to 12:01 p.m.

The Executive Session discussion on item #9 ended and Chair Ryan adjourned the executive session at 12:23 p.m.

Chair Ryan reconvened open session at 1:17 p.m.

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

10. Presentation by Chris Pasterz, Coconino County Economic Development Manager, Chris Shores, Page Business Owner and Dr. Joseph Guzman, NAU Economic Policy Institute Director regarding updates on the Economic Impacts to Businesses in Coconino County as a result of the COVID Pandemic. **Public Affairs**

Presenter: Coconino County Economic Development Manager Chris Pasterz, Page Business Owner Chris Shores and Dr. Joseph Guzman, NAU Economic Policy Institute Director.

Powerpoint: Economic Impacts Small Businesses February 16, 2021 and December 2020 Coconino County and Sedona December Study.

Public Affairs Director Eric Peterson provided a brief introduction of the item.

Economic Development Manager Chris Pasterz spoke about collaborations between various cities, towns, organizations and non-profits in the last year to address economic impacts from the COVID-19 pandemic. He provided an overview of the information to be presented on the status of pandemic impacts on businesses.

Local business owner, Chris Shores, spoke about his loss of business due to the closing of the Navajo Generating Station and the pandemic. He spoke about struggles to receive supplies from vendors, loss of revenue, closing of surrounding businesses and, support he received by the Economic Development team to apply for funding to keep his business open.

Manager Pasterz introduced NAU Economic Policy Institute Director Dr. Joseph Guzman.

Dr. Guzman provided an overview of a 2020 study on Regional Impact, Tribal Economic Development and Leadership in Technology Policy. He spoke about survey results of business leaders regarding revenue changes, market and staffing challenges and, Public, Private Partnership (PPP) funding benefits.

Individual Board members provided feedback on the information presented.

Dr. Guzman answered questions asked by individual Board members related to the data provided.

Chair Ryan called for a break at 2:12 p.m. and reconvened open session at 2:15 p.m.

11. Presentation and discussion of the monthly budget update for February 2021.
Finance

Deputy County Manager Lucinda Andreani spoke about the impacts of revenue loss and staff's planning to address same.

Finance Director Siri Mullaney provided a monthly update on Fiscal Year 2021 sales tax revenues, general fund salary savings, local sales taxes broke down by category, state shared sales taxes, property taxes and new construction and special district fund expenses.

12. Update, discussion and possible action regarding the Coconino County Response to the COVID-19 pandemic, including testing, vaccine distribution and partnership opportunities. **County Manager**

County Manager Jayne introduced the item and spoke about the weekly update provided by staff.

Health and Human Resources Director Kim Musselman provided information on current COVID-19 testing data and data reporting as well as, an update on vaccine distribution. She provided further updates on the newly, fully operational BaseX vaccination site, traffic plan and staffing.

Upon inquiry from Supervisor Horstman, HHS Director Musselman stated they are still working with state officials on vaccine distribution, there have been no new updates. Staffing is in good shape at this time. The unsheltered population vaccinations will be ordered by North Country Healthcare and hopefully, may be provided as early as next week. Staff is also working with partners to see how many appointments they have due to a weather related shipment delay.

Upon inquiry from Supervisor Vasquez, Director Musselman advised staff is coordinating with North Country Healthcare on outreach to let Latinx Community Advocates and the public to let them know they can contact the call center for help with language barriers and scheduling appointments.

Vice Chair Fowler and Supervisor Begay congratulated Director Musselman on her appointment as Director of Health and Human Services and thanked her and staff for all their work.

Director Musselman spoke about additional community outreach and an upcoming vaccination event in Fredonia, Arizona. She continued to update the Board on continued conversations with NAU regarding distribution site planning, partners receiving County allocations, the state's COVID-19 vaccine data dashboard and forthcoming County data dashboard and software solutions moving forward.

Chair Ryan called for a break at 3:49 p.m. and reconvened open session at 3:54 p.m.

There was further discussion regarding distribution of vaccinations for the second part of Phase 1-b.

13. Discussion, update and possible direction to staff regarding state and/or federal legislative and/or administrative matters. **Public Affairs**

Public Affairs Director Eric Peterson provided a brief update on current federal and state legislation. Individual Board members provided feedback on the information presented.

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

County Manager James Jayne briefly spoke about upcoming Board meetings and County events and projects.

15. 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, updates from county staff:
 - District 1 – Supervisor Patrice Horstman
 - District 2 – Supervisor Jeronimo Vasquez
 - 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 projects and information related to their respective districts, as well as, meetings they've attended related to their various committee appointments.

Upon inquiry from Chair Ryan, Deputy County Attorney Rose Winkeler recommended the Board enter executive session.

Motion: Enter executive session, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

Chair Ryan called for a break at 5:06 p.m. to allow time for the Board to enter executive session.

Executive Session:

16. Consideration and possible approval of a proposal of settlement of litigation in Pearlmutter v. Coconino County with direction authorizing the Board's attorneys to make an offer of judgment on the County's behalf. **County Attorney**

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

Also Present: Deputy County Manager Joanne Keene, Deputy County Manager Lucinda Andreani, County Manager Jimmy Jayne, Deputy County Attorney Rose Winkeler and Clerk of the Board Lindsay Daley.

The Executive Session discussion on item #16 started at 5:10 p.m.

Supervisor Jeronimo Vasquez joined the executive session at 5:13 p.m. and Supervisor Judy Begay joined at 5:16 p.m., both by phone.

Chair Ryan adjourned the executive session at 5:30 p.m.

Chair Ryan reconvened open session at 5:31 p.m.

Motion: Move to direct legal counsel to make an offer of judgement for a settlement of litigation and to act on that offer of settlement of judgement on the County's behalf, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

There being no further discussion, Chair Ryan adjourned the meeting at 5:33 p.m.

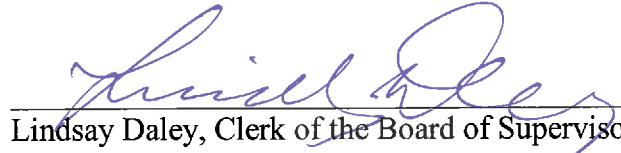
COCONINO COUNTY BOARD OF SUPERVISORS

(SEAL)



Matt Ryan, Chair

ATTEST:



Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 2/4/2021 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
10997	1933 - AMERIGAS PROPANE LP	3,400.94
10999	2348 - ICON ENTERPRISES INC	15,712.23
11001	1371 - KIMBERLY K CONLEY	1,232.00
11002	1099 - DRAKE TRUCK BODIES LLC	12,639.97
11004	6532 - TAYLOR W FOX, PC	1,404.00
11007	4350 - GOLIGHTLY TIRE	2,744.95
11008	4997 - THE GUIDANCE CENTER INC	20,118.00
11013	6695 - KSC LLC	1,489.15
11014	2693 - NICHOLAS M LARSEN	1,150.00
11015	5862 - JANELLE A MCEACHERN, ATTORNEY AT LAW	2,195.00
11017	4445 - PAGE UTILITY ENTERPRISES	1,100.00
11018	3065 - GREGORY THOMAS PARZYCH	2,499.00
11020	3351 - RACHEL G JOHNSON	1,350.00
11021	4461 - SHAMROCK FOODS	8,611.14
11022	5099 - STATE OF ARIZONA	61,908.00
11023	5099 - STATE OF ARIZONA	3,695.00
11024	2406 - BELINDA STYLE	1,600.00
11026	1257 - TERRY MARXEN CHEVROLET CADILLAC	5,046.64
92103715	1751 - AM/PM TOWING LLC	1,257.10
92103718	1895 - ARIZONA PUBLIC SERVICE	6,182.56
92103719	1895 - ARIZONA PUBLIC SERVICE	2,501.46
92103727	6258 - CITY OF FLAGSTAFF	85,236.40
92103728	6258 - CITY OF FLAGSTAFF	3,099.45
92103730	5873 - CLIMATEC LLC	15,050.00
92103733	2865 - COPPERPOINT MUTUAL INSURANCE CO	141,192.00
92103738	6929 - DNA DIAGNOSTICS CENTER INC	1,055.00
92103740	2923 - VEDURA ELEVATION LLC	1,500.00
92103741	1716 - EMPIRE SOUTHWEST LLC	11,555.71
92103745	2273 - FLAGSTAFF PUBLISHING COMPANY	11,437.36
92103746	1140 - FLAGSTAFF MEDICAL CENTER	1,192.55
92103747	1190 - FLAGSTAFF UNIFIED SCHOOL DISTRICT 1	15,000.00
92103748	4475 - J & G ENTERPRISES INC	1,655.00
92103749	3151 - GIRL SCOUTS ARIZONA CACTUS PINE COUNCIL INC	6,800.00
92103753	2618 - JAMES R VALDEZ JR	2,287.50
92103755	2202 - JONES SKELTON & HOCHULI PLC	6,045.38
92103757	5616 - JABARAH L NICHOLS	5,000.00
92103764	5605 - LOGICALIS, INC	19,405.25
92103768	4472 - MANGUM WALL STOOPS & WARDEN PLLC	1,612.00
92103769	6646 - SILVERMAN, MATTHEW JAMES	2,092.50
92103771	4858 - PRCP-FLAGSTAFF A, LLC	2,400.00

92103772	6939 - MARGARET DEWAR	2,250.00
92103777	2250 - NORTHLAND INVESTIGATIONS LLC	2,025.00
92103779	1737 - NUESTRAS RAICES	7,700.00
92103780	5456 - PAW PLACEMENT OF NORTHERN ARIZONA	54,583.00
92103781	5728 - CHRISTOPHER J MARGESON	1,000.00
92103782	1243 - PERFORMANCE STRATEGIES	1,364.11
92103783	2373 - PRAXIS OPTICAL NETWORKS, INC	27,100.00
92103784	1995 - FLAGSTAFF PRECISION RESTORATION SERVICES LLC	6,492.50
92103788	1414 - RUSH TRUCK CENTERS OF ARIZONA, INC	4,834.93
92103795	1811 - SOUTHSIDE COMMUNITY ASSOCIATION	6,800.00
92103798	1282 - STERICYCLE INC	2,520.00
92103806	1755 - UNS GAS INC	1,956.93
92103807	4970 - UNITED WAY OF NORTHERN ARIZONA	6,800.00
92103811	3661 - VOYAGER FLEET SYSTEMS	8,862.85
92103813	4973 - WESTERN TECHNOLOGIES INC	1,702.50
92103817	6432 - BRITTANY ANN WINSLOW	1,451.85
92103818	20 - WOODLANDS VILLAGE APARTMENTS LP	1,500.00
92103819	2808 - YAVAPAI COUNTY GOVERNMENT	4,205.25