



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

**SPECIAL SESSION, REGULAR SESSION AND EXECUTIVE SESSION MINUTES**

**March 9, 2020**

**4:00 p.m. Special Session** (*Consent business items  
and Discussion Items were conducted during Special Session*)

**6:00 p.m. Regular Session**

**4:00 p.m. – Special Session**

**Present:** Chair Matt Ryan, Vice Chairwoman Lena Fowler, Supervisor Patrice Horstman, Supervisor Judy Begay and Supervisor Jeronimo Vasquez were present virtually via Zoom meeting technology.

**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 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 4:01 p.m. and led the pledge of allegiance.

**Call to the Public:**

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

**Proclamation:**

1. Consideration and possible action to approve a proclamation designating March of 2021 as Social Work Month. **Board of Supervisors**

Tallerita Tunney Rogers, Director of Community Development for Native Americans for Community Action, Inc., introduced Ashley Cain Intern with Northern Arizona Social Workers (NASW) Arizona Chapter.

Ashley Cain read the proclamation into the record.

**Motion:** Approve the proclamation designating March of 2021 as Social Work Month, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

Individual Board members expressed their appreciation of the work Ms. Rogers and Ms. Cain do for the community and spoke about the important work social workers do for the citizens.

**Board of Supervisors Consent Agenda:**

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

2. Consideration and possible action to approve the minutes from the Board of Supervisors meeting conducted February 25, 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>
02/25/2021	EFT – 11095 – 11124	\$1,257,069.35
02/25/2021	Checks – 92104061 – 92104152	\$625,019.12

4. Consideration and possible action to approve Resolution 2021-04, approving a Final Plat Amendment to the Lake Kaibab Park subdivision Tract C identified as Assessor's Parcel Number 202-36-080A, to be divided into four (4) parcels designated as Lots 351 to 354. **Community Development**
5. Consideration and possible action to approve Resolution 2021-06, renewing a Memorandum Agreement between the Board of Supervisors and the Coconino County Recorder for election services for a term effective January 1, 2021, and expiring December 31, 2022. **Board of Supervisors**
6. Consideration and possible action to approve the Federal Fiscal Year 2020 Emergency Management Performance Grant (EMPG) award in the reimbursable amount of \$223,200.00, with a cost match to provide emergency management services and activities for Coconino County for the period of July 1, 2020 to June 30, 2021. **Emergency Management**

7. Consideration and possible action to approve the purchase and install of a centralized Diesel Exhaust Fluid (DEF) system utilizing the State Contract #CTR049957-1 with Eaton Sales & Service in the amount of \$77,701.45, which includes a contingency amount of \$3,700.00. **Public Works**

**Discussion and Possible Action Items:**

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

County Manager James Jayne introduced the item.

Interim Director Musselman continued with a presentation that provided information on current COVID-19 testing data and data reporting as well as, an update on vaccine distribution. She addressed several She addressed several of the Governor Ducey's Executive Orders and answered questions asked by individual Board members related to vaccine distribution, several Governor Executive Orders.

She further introduced a draft Coconino County Health and Human Services application for Special Events that supports the guidelines and mitigation best practices of Governor Ducey's Executive Order 2021-05.

The Board discussed the special event application and directed staff to move forward with sharing the application with other partner cities and towns and to start implementation of the application.

9. Discussion, possible direction to staff, and possible action on Supervisor's appointments to local, regional, and state boards and commissions. **Public Affairs**

Public Affairs Director Peterson displayed a list of updated current local and national Board memberships/assignments for the Board to discuss. The Board and Director Peterson discussed each assignment as listed on the spreadsheet.

**Motion:** To accept the committee assignments in the list as presented by Public Affairs Director Eric Peterson, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

10. 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 the current status of federal and state legislation.

The Board provided feedback on the information presented.

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

***The Board did not address this item.***

12. 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:
  - District 1 – Supervisor Patrice Horstman
  - District 2 - Supervisor Jeronimo Vasquez
  - District 4 – Supervisor Judy Begay
  - District 5 – Supervisor Lena Fowler
  - District 2 – Supervisor Elizabeth Archuleta
- Chair’s Report

***The Board did not address this item.***

### **6:00 p.m. - Regular Session**

**Present:** Chair Matt Ryan, Vice Chairwoman Lena Fowler, Supervisor Patrice Horstman and Supervisor Jeronimo Vasquez were present virtually via Zoom meeting technology. Supervisor Judy Begay was present telephonically.

**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 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 6:07 p.m. and led the pledge of the allegiance.

### **Call to the Public:**

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

### **Public Hearing:**

13. Public Hearing, consideration and possible adoption of Ordinance 2021-06, approving a zone change from G (General, 10-acre minimum parcel size) Zone and RS-18,000 (Residential Single Family, 18,000 sq. ft. minimum parcel size) Zone to RS-10,000 (Residential Single Family, 10,000 sq. ft. minimum parcel size) Zone for a .23-acre portion of a 1.94-acre parcel; and AR (Agricultural Residential, 1-acre minimum parcels size) Zone for the remaining 1.7 acre portion

of the parcel located at 3412 Tonalea Trail in Kachina Village and also identified as Assessor's Parcel Number 116-20-023. **Community Development**

**Presenter:** Community Development Director Jay Christelman and Assistant Community Development Director Jess McNeely.

**Powerpoint:** Murnane Zone Change; ZC-20-015.

Community Development Director Jay Christelman presented a powerpoint that described the location of the parcel and the request for the Murnane Zone Change (ZC-20-015). He displayed vicinity and aerial maps and a zoning map of the development and described the citizen participation meeting results. He further explained the findings that need to be made for approval of the request.

Applicant Representative Matthew Peace, 782 N. Forest View Drive, Flagstaff, Arizona, 86001, briefly spoke about the applicants and noted the proposed use is compliant with the proposed zoning. The applicant's plan to build entry level housing.

Chair Ryan opened the public hearing for public comment at 6:21 p.m.; hearing no comments, he closed the public hearing at 6:21 p.m.

Individual Board members noted this development is consistent with adjacent properties and stated they could make the findings of fact required for approval of the zone change.

**Motion:** Approve zoning change from G (General, 10-acre minimum parcel size) Zone and RS-18,000 (Residential Single Family, 18,000 sq. ft. minimum parcel size) Zone to RS-10,000 (Residential Single Family, 10,000 sq. ft. minimum parcel size) Zone for a .23-acre portion of a 1.94-acre parcel; and for the remaining 1.7 acres parcel to have it AR (Agricultural Residential, 1-acre minimum parcel, the parcel that was located at 3412 Tonalea Trail in Kachina Village also identified as Assessor's Parcel Number 116-20-023, and to approve the Ordinance 2021-06 associated with this, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Jeronimo Vasquez.

**There was discussion on the motion.**

Chair Ryan stated he appreciates the applicant bringing something so clean forward.

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

14. Public Hearing, consideration and possible adoption of Ordinance 2021-07, approving a zone change from the RR-4 (Rural Residential, 4 acre parcel size minimum) Zone to the RR-2 (Rural Residential, 2 acre parcel size minimum) Zone on four parcels totaling 36 acres; the property is located at 101 Moonrise Valley, 412 Moonrise Valley, 4364 Quintana Drive and 155 Moonrise Valley in Locket Ranches just west of the City of Flagstaff municipal boundary on Fort Valley Road/Highway 180 and is identified as Assessor's Parcel Numbers 110-12-004C, G, H, and J. **Community Development**

**Presenter:** Community Development Director Jay Christelman and Assistant Community Development Director Jess McNeely.

**Powerpoint:** Lockett Ranches Zone Change; ZC-19-009.

Community Development Director Jay Christelman presented a powerpoint that described the location of the parcels and zone change request for Lockett Ranches Zone Change (ZC-19-009). He displayed vicinity and aerial maps and a zoning map of the development and described the citizen participation meeting results. He further explained the findings that need to be made for approval of the request.

Director Christelman noted a previous condition requiring whoever purchased future parcels be included in the Lockett Ranches Fire District was struck from the previously drafted ordinance as it is was already required in the Home Owner's Association regulations plus, it aligns with the Covenants, Conditions and Restrictions (CC&R's); it would be redundant to include it in the ordinance.

There was discussion between the Board and Director Christelman regarding the two remaining conditions included in Ordinance 2021-07: 1) the Slope Easement Wildlife Corridor and 2) the Road Maintenance Agreement.

Applicant Craig Steele briefly spoke about the requested zone change.

Chair Ryan opened the public hearing for public comment at 6:21 p.m.; hearing no comments, he closed the public hearing at 6:21 p.m.

Upon inquiry from Chair Ryan, Deputy County Attorney Rose Winkeler affirmed that the Board should include the modification of the ordinance discussed into the record, as part of the motion.

**Motion:** Adopt Ordinance 2021-07, for the proposed change on the properties, the 36 acres properties located at 101 Moonrise Valley, 412 Moonrise Valley, 4364 Quintana Drive and 155 Moonrise Valley in Locket Ranches, adding to the ordinance the two conditions to require the slope easement wildlife corridor maintenance and the road maintenance agreement be incorporated as part of the ordinance, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

15. Public Hearing, consideration and possible adoption of Ordinance 2021-01, approving a zone change from PC (Planned Community) Zone, the AR-3 (Agricultural Residential, 3-acre minimum parcel size) Zone, the G (General, 10-acre minimum parcel size) Zone and the OS (Open Space) Zone to the RC (Resort Commercial) Zone with approval of a master development plan on eight parcels totaling 162.7 acres in Marble Canyon; the property is located at 1012 US Highway 89A, 102 Lees Ferry Road, and 3 Bridge View Drive in Marble Canyon and are identified as Assessor's Parcel Numbers 601-13-003B, 003K, 003L, 003R, 003S, 003T, 003V and 004. **Community Development**

**Presenter:** Community Development Director Jay Christelman and Assistant Community Development Director Jess McNeely.

**Powerpoint:** Marble Canyon Zone Change; ZC-20-014.

Assistant Community Development Director Jess McNeely presented a powerpoint that described the location of the parcels and zone change request for Lockett Ranches Zone Change (ZC-19-009). He displayed vicinity and aerial maps and provided background on the original trading post and current development plans. He described the citizen participation meeting results. He further explained the findings that need to be made for approval of the request.

Assistant Director McNeely noted the only response received during the citizen participation meeting was a letter received from the Glen Canyon National Recreation Area; which included concerns related to a possible encroachment on the recreation area property and the need to renew a right-of-way permit that allowed access to the well that provides water to the Marble Canyon site.

*Supervisor Begay was not present as her telephonic appearance lost connection.*

Applicant John Bissell, with the Hansji Corporation, provided an overview of the proposed project and some background on the Hansji Corporation.

Allen Flatt, President of Terravi, provided a presentation on the development which provided some history on the location, the community and sustainability plans.

Mr. Bissell stated they have worked with the sustainability group and their goals are consistent with the County. They have also worked with stakeholders and offer their assurance that they will be transparent and work in collaboration on the project.

Mr. Flatt stated the applicant's received a letter from the Superintendent of the National Park Service that addressed concerns that the development must remain respectful of the environment and to keep maintaining the current protections. They have aligned with the Park Service and agree to cooperate with their requests.

Vice Chair Fowler thanked the applicants for their openness. She noted she toured the property and the proposed development was well thought out, she liked their plans for sustainability. The development will add to the economy and have a positive impact to the area.

Supervisor Horstman agreed and noted the parties and staff have done a great job working together.

Chair Ryan opened the public hearing for public comment at 7:34 p.m.

Patrick Conway, 1710 W. Kendrick Road, noted he and his wife married in 1971 and moved near the Marble Canyon Lodge. They were river guides on the Colorado River and love the land and the know the Foster family. He spoke about the incredible opportunity for the developer to

create a destination place that will have cabins and other extended facilities; families will like to bring their children.

*Supervisor Begay returned telephonically to the meeting at 7:41 p.m.*

Chair Ryan closed the public hearing at 7:41 p.m.

Upon inquiry by Chair Ryan, Assistant Director McNeely affirmed the applicant's proposal did include a couple of uses that were not included on the master site plan. If they choose to move forward in the future with the uses and modify the master site plan, it will require an amendment to this zone change and they would have to go back through the public hearing process.

Individual Board members provided comments in support of the project and thanked the applicants for the comprehensive, proposed development.

Chair Ryan, Supervisor Horstman and Vice Chair Fowler stated they could make the findings of facts to approve the zone change request. Vice Chair Fowler read the findings into the record.

Public Affairs Director Eric Peterson stated he received a text from Supervisor Begay that she may lose her telephonic connection and to let the Chair know she supports the project.

Upon the request of Chair Ryan, Assistant Director McNeely read the proposed additional condition to be included in the ordinance into the record.

- The applicant shall coordinate and collaborate with the National Park Service (NPS) to ensure compatibility with and protection of NPS resources. Prior to operating, the applicant shall report to the Community Development Director on their cooperation plan with NPS on each of the issues discussed in the attached NPS letter dated March 1<sup>st</sup>, 2021.

**Motion:** Approve Ordinance 2021-01, approving a zone change from PC (Planned Community) Zone, the AR-3 (Agricultural Residential, 3-acre minimum parcel size) Zone, the G (General, 10-acre minimum parcel size) Zone and the OS (Open Space) Zone to RC (Resort Commercial) Zone with approval of the master development plan Parcel Numbers 601-13-003B, 003K, 003L, 003R, 003S, 003T, 003V and 004, a 162.7 acres in Marble Canyon; with additional condition 16 as read into the record by staff, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Patrice Horstman. The motion passed unanimously.

At 8:00 p.m. Deputy County Attorney Rose Winkeler recommended the Board go into executive session for item #16.

A motion was made at 8:01 p.m. to go into executive session for item #16.

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



Chair Ryan called for a break to allow time for the Board to conduct executive session at 8:04 p.m.

**Executive Session:**

16. Discussion and consultation with attorneys to obtain legal advice, and give instructions to counsel regarding Pearlmuter v. Coconino County. Pursuant to A.R.S. 38-431.03(A) (4) the Board may enter into executive session. **County Attorney**

The Board's meeting was held in a webinar using Zoom Software and the executive session was held virtually in Microsoft Teams.

**Present:** Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman and Supervisor Jeronimo Vasquez were present virtually.

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

The Executive Session discussion started at 8:05 p.m.

Supervisor Judy Begay joined the meeting telephonically at 8:07 p.m.

Chair Ryan adjourned the executive session at 8:10 p.m.

Chair Ryan asked the Board if they would like to address item 12 – Roundtable. The Board indicated they would hold comments until the next meeting.

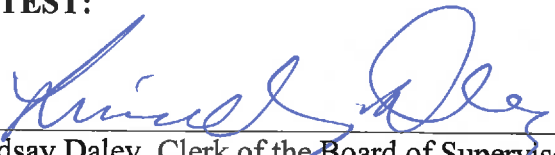
There being no further discussion, Chair Ryan adjourned the meeting at 8:16 p.m.

**COCONINO COUNTY BOARD OF SUPERVISORS**

(SEAL)

  
\_\_\_\_\_  
Matt Ryan, Chair

**ATTEST:**

  
\_\_\_\_\_  
Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 2/25/2021 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
11095	1933 - AMERIGAS PROPANE LP	1,537.03
11096	1933 - AMERIGAS PROPANE LP	3,443.11
11097	1251 - COCONINO COMMUNITY COLLEGE	3,760.00
11098	4960 - CITY OF PAGE	1,772.20
11100	1019 - COCONINO COUNTY	8,578.19
11101	1019 - COCONINO COUNTY	13,189.33
11102	1019 - COCONINO COUNTY	409,725.17
11103	1019 - COCONINO COUNTY	35,734.95
11104	1019 - COCONINO COUNTY	80,438.74
11105	1019 - COCONINO COUNTY	82,567.28
11106	1019 - COCONINO COUNTY	337,592.54
11107	1019 - COCONINO COUNTY	170,762.28
11108	1019 - COCONINO COUNTY	59,107.46
11109	1019 - COCONINO COUNTY	24,032.67
11112	2651 - H&H TREATMENT PROGRAMS LLC	3,175.00
11116	5059 - NORTH COUNTRY HEALTHCARE INC	12,795.85
11119	4461 - SHAMROCK FOODS	1,922.59
11122	1406 - KATHY A TURNER	2,733.61
92104062	1 - AFLAC PREMIUM HOLDING	3,443.24
92104063	1751 - AM/PM TOWING LLC	2,142.17
92104064	1933 - AMERIGAS PROPANE LP	1,846.89
92104065	1895 - ARIZONA PUBLIC SERVICE	1,243.02
92104066	1895 - ARIZONA PUBLIC SERVICE	1,946.67
92104068	3573 - THE ARIZONA PARTNERSHIP FOR IMMUNIZATION	5,643.99
92104071	5002 - BUFFALO FENCE & BARN COMPANY INC	1,730.00
92104073	2077 - CATHOLIC CHARITIES COMMUNITY SERVICES INC	11,783.03
92104078	2530 - QWEST COMMUNICATIONS COMPANY LLC	2,957.66
92104080	6258 - CITY OF FLAGSTAFF	15,278.14
92104081	6958 - CLEVERBRIDGE INC	4,367.24
92104082	1019 - COCONINO COUNTY	1,938.97
92104091	3503 - FLAGSTAFF INFORMATION TECHNOLOGY LLC	2,372.50
92104096	1637 - IMAGEWARE SYSTEMS INC	3,561.46
92104097	2335 - INGERSOLL RAND AIR	1,933.74
92104098	2053 - JOHN GRAVES PROPANE OF ARIZONA INC	1,000.00
92104101	1574 - KINNEY CONSTRUCTION SERVICES INC	249,881.45
92104105	5605 - LOGICALIS, INC	1,665.40
92104108	1254 - MIDWAY CHEVROLET	33,809.20
92104109	2223 - MINNESOTA LIFE INSURANCE COMPANY	15,827.61
92104111	6953 - NATURE CONSERVANCY	3,000.00
92104118	6332 - RIESTER SONORAN, LLC	18,272.17

92104119	1414 - RUSH TRUCK CENTERS OF ARIZONA, INC	2,678.49
92104122	1774 - SAFELITE AUTOGLASS	1,256.65
92104123	2380 - LAURENCE SCHIFF MD	4,500.00
92104125	5099 - STATE OF ARIZONA	133,986.00
92104129	1282 - STERICYCLE INC	3,503.64
92104130	2518 - CEQUEL COMMUNICATIONS LLC	3,505.35
92104131	2118 - JAMES P SULLIVAN PHD ABPP	4,916.90
92104132	1108 - SUPERIOR PROPANE INCORPORATED	1,000.00
92104133	10 - SUPPORT PAYMENT CLEARINGHOUSE	4,323.02
92104138	1755 - UNS GAS INC	23,756.84
92104142	8 - VANTAGEPOINT TRANSFER AGENTS 303590	3,972.50
92104143	6598 - VARI SALES CORPORATION	4,373.98
92104144	5173 - CELLCO PARTNERSHIP	12,643.94
92104145	1264 - VICTIM WITNESS SERVICES FOR COCONINO COUNTY	12,958.73
92104148	5169 - VOYA INSTITUTIONAL TRUST COMPANY	5,765.83