



**OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND THE  
BOARD OF DIRECTORS OF THE FLOOD CONTROL DISTRICT**

**SPECIAL SESSION, WORK SESSION AND EXECUTIVE SESSION MINUTES**

**April 23, 2019**

**9:00 a.m. – Work Session  
Executive Session immediately followed  
1:15 p.m. – Work Session continued**

**First Floor Board Room  
219 E. Cherry Ave., Flagstaff, AZ**

**Present:** Chairman Art Babbott, Supervisors Matt Ryan and Supervisor Jim Parks. Vice Chairwoman Fowler arrived at 9:10 a.m.

**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, Deputy County Attorney Rose Winkeler, Clerk of the Board of Supervisors Lindsay Daley and Deputy Clerk of the Board Valerie Webber.

Chairman Babbott called the meeting to order at 9:06 a.m. and led the pledge of allegiance.

**Call to the Public:**

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

**Work Session – 9:00 a.m.:**

1. Presentation and discussion regarding the Comprehensive Plan Implementation Report. **Community Development**

**Presenter:** Community Development Director Jay Christelman and Planner Rachel Davis.

**PowerPoint:** Coconino County Comprehensive Plan Implementation Summary – 2018 Report.

Community Development Director Jay Christelman introduced Planner Rachel Davis.

Vice Chairwoman Fowler arrived at 9:10 a.m.

Planner Rachel Davis introduced members of the Planning and Zoning Commission and staff that were present. She highlighted the purpose of the Comprehensive Plan and presented a PowerPoint that reviewed what was accomplished and reported in measuring past successes of the County Comprehensive Plan.

The Board provided feedback on the presentation.

Ms. Davis answered questions asked by individual Board members regarding coordination efforts made to receive feedback on the status of accomplishments and elements so that they may be addressed moving forward.

2. Presentation and discussion regarding the Public Works Sheep Hill Conceptual Master Plan and financial ability to support facility investment. **Public Works**

**Presenter:** Deputy County Manager/Public Works Director Lucinda Andreani

**PowerPoint:** Sheep Hill Conceptual Master Plan.

Deputy County Manager/Public Works Director Lucinda Andreani introduced the item and provided an overview of a risk management plan to address issues at Sheep Hill Public Works facilities. She provided information on the condition of the buildings, the need to replace mechanical equipment and much needed renovations.

Chairman Babbott acknowledged City of Flagstaff Streets Section Director, Scott Overton, who was present for today's presentation.

Architect Adam Siros with APMI, Inc., continued with the presentation to address safety and operational efficiencies identified in the needs assessment and the need for modernization of the facilities to meet current codes and standards.

APMI, Inc., Consultant Juan Gonzales answered questions asked by individual Board members related to the results of his review.

Deputy County Manager/Public Works Director Lucinda Andreani, Mr. Siros and Mr. Gonzales answered questions related to the funding and the proposal for consideration of housing Public Works and Emergency Management in one facility.

Mr. Gonzales spoke about a Conceptual Master Plan and Implementation Plan that identified recommended investments.

Public Works Project Manager Jeff Stein addressed the Board to speak about the need for Cinder Barns to store cinders. He continued to discuss facility renovations and re-location of the fuel island. He answered questions related to past renovations and the need for additional space.

Deputy County Manager Andreani spoke about the various funding options for financing the renovations. She answered questions related to contract services, cost benefit forecasting and relocation of the fuel tanks.

Public Works Fleet Services Manager Byron Browning answered questions related to the timeline the facilities were built and/or previously renovated.

Individual Board members provided feedback related to the need for a priority list and a cost benefit comparison, funding abilities and partnership opportunities.

The Board provided feedback on the presentation.

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

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

**Motion:** Enter executive session, **Action:** approve, **Moved by:** Director Lena Fowler, **Seconded by:** Director Matt Ryan. The motion passed unanimously.

Chairman Babbott called for a break at 11:59 a.m. to allow time for the Board to reconvene in the Second-Floor Conference Room to conduct Item #3 - executive session.

**Executive Session:**

3. Discussion and consultation with attorney to review contemplated litigation and receive legal advice pursuant to A.R.S. 38-431.03(A)(3) and A.R.S. 38-431.03(A)(4). **Flood Control**

**Present:** Chairman Art Babbott, Director Matt Ryan, Director Jim Parks and Director Lena Fowler. Director Elizabeth C. Archuleta was present telephonically.

**Also Present:** County Manager James Jayne, Deputy County Attorney Rose Winkeler, Public Affairs Director Eric Peterson, County Attorney Bill Ring, Deputy County Manager Mike Townsend, Floodplain Administration and Deputy County Manager Lucinda Andreani, Clerk of the Board Lindsay Daley. Flood Control Attorney Josh Carden was present telephonically.

Chairman Babbott convened the executive session at 12:15 p.m.

Chairman Babbott adjourned the executive session at 1:17 p.m. and reconvened open session in the First-Floor Board Room at 1:31 p.m.

**Motion:** Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Matt Ryan, **Seconded by:** Director Jim Parks. The motion passed unanimously.

**Work Session continued – 1:15 p.m.:**

4. Presentation and discussion regarding an update on current accomplishments of teacher professional development. **Superintendent of Schools**

**Presenter:** Superintendent of Schools Risha VanderWey.

**PowerPoint:** Current Accomplishments Office of Innovation & Development – July 2018 – March 2019.

Superintendent of Schools, Dr. Risha VanderWey, spoke about the purpose of the presentation and introduced Cheryl Mango-Pageant, Coconino County Associate Superintendent of Schools.

Ms. Mango-Pageant introduced Yavapai County Special Education Service Agency Director Joe Donaldson and Professional Development Coordinator Emily Evans. She presented a PowerPoint that explained the functions of the Superintendent of Schools Office and professional development accomplishments from Fiscal Years 2017 through 2019. She provided statistics related to the increase of student content knowledge due to teachers gaining pedagogical knowledge as well as, various services provided.

Mr. Donaldson addressed the Board to speak about the need to address those that learn differently and require modification of their curriculum. He spoke about services that support developmentally disabled students and the criteria used to determine eligibility for a student's participation in special education services.

Ms. Mango-Pageant provided statistics on growth trends in overall AZ Merit student pass rates.

Superintendent of Schools VanderWey presented closing statements.

Individual Board members provided feedback on the information presented and thanked Superintendent VanderWey for the presentation.

5. Presentation and discussion regarding the 2019 Pre-Fire Season Update. **Emergency Management**

**Presenter:** Emergency Management Director Todd Whitney.

**PowerPoint:** 2019 Pre-Fire Season Outlook.

Emergency Manager Todd Whitney recognized all first responder and partner members that were present.

National Weather Service Meteorologist, Brian Klimowski, provided a presentation on the upcoming fire season, fall and winter precipitation levels as well as, current indications and outlook.

Commander Rex Gilliland spoke about actions being taken by the Sheriff's Office to inform the public about the pre-fire season and the Ready-Set-Go Campaign. He spoke about the Sheriff Offices request for the Forest Service's consideration of a Forest Order to help set yearly fire restrictions during a certain amount of time, within a certain area of the forest service. He answered questions related to the Forest Order. The Board requested a copy of the mapped areas being considered for a fire ban once it is complete.

James Pettit, Deputy Fire Staff Officer for Coconino National Forest, read about the Chief's Letter of Intent recently released that addressed the strategies, tactics and vision as it relates to wild land fires. Mr. Pettit briefly spoke about the four wildland fire dispatch agencies, fire prevention strategies and available resources.

Acting Fire Staff for Kaibab National Forest, Drew Leindecker, spoke about statistics on wild fires during wetter precipitation years. There is still a potential to have fires during wetter years; they are typically human caused. In looking forward, based on the average precipitation, there is a potential for the fire season that usually begins between May and June.

Chairman Babbott, Supervisor Ryan and Supervisor Parks spoke about the importance of collaboration between agencies and prescribed burns.

Arizona Department of Forestry and Fire Management Representative, Aaron Green, spoke about fire suppression efforts across the state and fire bans on State Trust Lands surrounding Flagstaff.

Highlands Fire District and Flagstaff Ranch Fire District Fire Chief, Dirk Foreman, addressed efforts being made to prepare and train fire crews for fire season. He further spoke about a cooperative clean-up project, the Bear Jaw Initiative, Ember Aware Program and Ready-Set-Go Program.

Arizona Public Service Community Affairs Manager Janet Dean said APS has procedures designed to reduce risk to first responders via their 2019 Comprehensive Plan to address fire mitigation efforts. She spoke about areas identified as high risk and a mechanism established to shut down power lines if there is a break in service.

Individual Board members spoke about the importance of collaboration to mitigate fire danger and thanked everyone for their engagement.

6. Presentation and discussion regarding Willow Bend Environmental Education Center and the Friends of Willow Bend Gardens regarding programs and projects as they relate to the center and the gardens at Sawmill County Park. **Parks and Recreation**

**Presenter:** Parks and Recreation Director Cynthia Nemeth-Briehn, Susan Lamb and Moanne Henn with Friends of Willow Bend Gardens.

**PowerPoint:** Friends of Willow Bend Gardens Progress Report.

Parks and Recreation Director Cynthia Nemeth-Briehn introduced Willow Bend Environmental Education Center Executive Director Moanne Henn and Friends of Willow Bend Garden Representative Susan Lamb.

Ms. Henn provided a presentation that provided an overview of Willow Bend Environmental Education Center; which included its mission, community programs, youth and school programs, impacts of the programs, financials and yearly highlights and achievements.

Ms. Lamb provided a presentation that provided an overview of Friends of Willow Bend Gardens; which included their mission, the non-cash donations received, special volunteer days and volunteers. The presentation included various pictures of the trails and gardens.

Individual Board members expressed their appreciation of the restoration of the gardens and the important partnerships.

Chairman Babbott noted the Board would address agenda item #8 at this time and return to item #7 at the end of the day.

7. 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

County Manager Jayne gave a brief update regarding the status of budget planning. He spoke about the Health and Human Services Director position.

8. **Presentation and discussion regarding Economic Trends in Coconino County. Community Services**

**Presenter:** Interim Director of Community Services Norma Gallegos, Northern Arizona University Senior Researcher Tom Combrink and Northern Arizona University Coordinator James Bowie, Ph.D.

**PowerPoint:** Coconino County Economic Trends and Poverty.

Interim Director of Community Services Norma Gallegos provided a brief summary on U.S. Census housing data. She introduced

Northern Arizona University Research Analyst Thomas Combrink provided a presentation outlining poverty in Coconino County. He answered questions asked by individual Board members related to the information presented.

Northern Arizona University Director of Sociology James Bowie provided a presentation on statistics related to poverty, unemployment, median income and rent in Coconino County. He answered questions asked by individual Board members related to the information presented.

Community Services Program Manager Scott Neuman presented information regarding the Prosperity Now Financial Security Assessment, AOEO Employment and business sector assessment and proven community economic development strategies. He answered questions asked by individual Board members related to the information presented.

The Board and Interim Director of Community Services Norma Gallegos conferred regarding the information presented.

Chairman Babbott noted the Board would return to Agenda Item #7 – Roundtable at this time.

There being no further discussion, Chairman Babbott adjourned the meeting at approximately 5:00 p.m.

**COCONINO COUNTY BOARD OF SUPERVISORS**

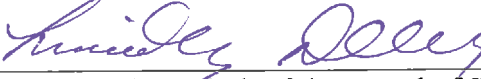


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Art Babbott, Chair

(SEAL)



ATTEST:



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Lindsay Daley, Clerk of the Board of Supervisors