



OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS

BUDGET WORK SESSIONS MINUTES

Week 1

April 30, 2019

9:30 a.m.

First-Floor Meeting Room

219 E. Cherry, Flagstaff, Arizona

Lunch Break was held in the Second-Floor Conference Room

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

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, Clerk of the Board of Supervisors Lindsay Daley and Deputy Clerk of the Board Valerie Webber.

Chairman Babbott called the meeting to order at 9:30 a.m.

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

The Board did not hold discussions.

2. Parks and Recreation: 9:30 – 10:30 a.m.

County Manager Jayne introduced the item.

Parks and Recreation Director Cynthia Nemeth-Briehn highlighted Parks and Recreation Departments' accomplishments in FY19 and explained the Department's FY20 Service Improvement Requests and proposed budget. She answered questions asked by individual Board members.

3. Board of Supervisors: 10:30 – 11:30 a.m.

County Manager Jayne introduced the item.

Clerk of the Board Lindsay Daley highlighted Clerk of the Board's Office accomplishments in FY19 and explained the Department's FY20 Service Improvement Requests and proposed budget. She answered questions asked by individual Board members.

Chairman Babbott stated the Board would address item #4 at this time and begin with Community Development, item #5, at 2:00 p.m.

4. County Administration: 1:00 – 2:00 p.m.

County Manager Jayne introduced the item.

Human Resource Director Erika Philpot spoke about the Employee Assistance Program services and allowances in response to concerns regarding employee stress and resources.

Supervisor Archuleta left the meeting at 11:05 a.m. and returned at approximately 11:08 a.m.

Public Affairs Director Eric Peterson highlighted accomplishments of the Public Affairs Department in FY19 and the department's proposed budget for FY20. There was discussion regarding the future of diversity councils and the need for a work session to discuss the service improvement request.

Upon inquiry by Chairman Babbott, Deputy County Manager Mike Townsend affirmed ERP has always been managed by the County Manager/County Administration.

Chairman Babbott called for a break at 11:59 a.m. and reconvened open session at 2:02 p.m.

5. Community Development: 2:00 – 3:00 p.m.

Deputy County Manager Marie Peoples made an announcement to the Board that Interim Community Services Director Norma Gallegos submitted her resignation.

County Manager Jimmy Jayne talked about the budget recommendations for funding of Bluebeam Software.

Director Christelman explained that the Community Development Department has had a 15% increase in single family dwelling and manufactured home permits. They have been working on the subdivision ordinance and plan to have a rough draft of the zoning code done by July.

Director Christelman went over trends the department is seeing; including an increase in permit activity. Currently, their revenues are at about \$1 million. Their projects will fall short of the \$1.4 million because the Kachina Village development did not occur and not all of the Bellemont development has occurred. They have increased efficiencies and haven't had to ask for more staff. They have been leveraging technologies. He explained that they withdrew the FTE they had requested as they are trying to get a screen large enough to video the inspection to cut down on travel time and instead, do remote inspections. Information Technology is difficult to get the screen size they need but will attempt it. Another trend is land use cases coming. They anticipate having another Area Plan done this year. They plan to introduce it at the Timberline/Fernwood meeting.

Chair Babbott stated the remote videoing is good for a county this size. He thanked Director Christelman for bringing forward a good strategy.

Director Christelman went over the Sustainability Program and spoke about the Service Improvement Request. Director Christelman also went over another Service Improvement Request that was eventually pulled. Director Christelman talked about a position that Lowell Observatory and the City of Flagstaff have proposed for dark skies. This position would work with the various agencies in lighting enforcement and it would be similar to the game and fish position that the County shares. This was a top suggestion that came out of the JLUS study, having an enforcement piece. Supervisor Ryan stated that he thinks they should consider funding this partial position for lighting. Chair Babbott stated it was embedded in the JLUS process and that its worth a conversation to have the proportional share that can come up in a year and find out what number that is for the City and County. He recommended putting it on the list for the end of budget to consider.

Director Christelman went over carryover requests. One is for the abatement demolition fund, another is for professional services for planning and zoning to take care of editing and writing of the Bellemont Area Plan. Director Christelman talked about a potential wind farm that may start work in the Fall of next year and if that occurs, they estimate it will generate \$1 million in revenue. He proposed that revenue from that will need to go towards help of a contractor for inspections if this comes to fruition.

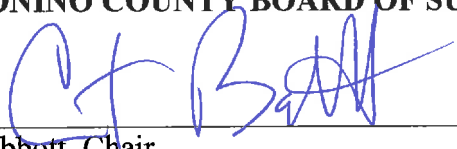
Supervisor Parks asked for a map of the potential wind farm. Director Christelman stated he will get that to them and that it would be located right up against Navajo County. County Manager Jayne provided a description of where it would be located.

Supervisor Ryan thanked Director Christelman. Supervisor Archuleta stated she looks forward to talking about the Timberline and Fernwood Area Plan and asked when he thinks it will start and if there might be a need for two plans versus one plan. Director Christelman said that if it stays as one plan he anticipates it will take fourteen months to complete. She asked if it would be done internally and Director Christelman affirmed. Supervisor Ryan brought up the potential need for assistance in working on boundary issues and sheds. Chair Babbott stated they will put that on the budget list.

County Manager Jayne went over the schedule for tomorrow's budget meeting.

As there was no further discussion, Chair Babbott adjourned the meeting at 2:45 p.m.

COCONINO COUNTY BOARD OF SUPERVISORS



Art Babbott, Chair

ATTEST:



Lindsay Daley, Clerk of the Board

