



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

**SPECIAL SESSION AND REGULAR SESSION MINUTES**

**May 11, 2021**

**2:30 p.m. - Special Session** (*Consent business items  
and Discussion Items were conducted during Special Session*)

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

**7:00 p.m. -Public Hearing (Time Certain)**

**2:30 p.m. – Special Session**

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

**Also Present:** County Manager Steve Peru, 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 2:35 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. Approve a proclamation celebrating and recognizing National Public Works Week from May 16 - 22, 2021. **Public Works**

Deputy Public Works Director Eslir Must introduced the proclamation .

Public Works staff: Administrative Specialist Shirley Watkins, Culture, Engagement and Communications Manager Viviana Reyes and Mechanic Shop Apprentice Colton Janecek took turns reading the proclamation into the record.

**Motion:** Accept this wonderful proclamation honoring Public Works, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Jeronimo Vasquez.

**There was discussion on the motion.**

Individual Board members commented on the important work done by the Public Works Department for the citizens.

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

Deputy County Manager/Public Works Director Lucinda Adreani and Deputy Public Works Director Eslir Must thanked the Board for their support.

2. Consideration and possible action to approve a Proclamation designating May 2021 as Mental Health Month. **County Manager**

Stronger as One Program Manager Erica Shaw spoke about the purpose of the proclamation and introduced Executive Leadership Council members that were present.

Native Americans for Community Action (NACA) Program Manager Jacelyn Salabye and Stronger as One Program Manager Erica Shaw read the proclamation into the record.

**Motion:** Approve the proclamation, **Action:** approve, **Moved by:** Supervisor Jeronimo Vasquez, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

Consultant Kerry Blume thanked the Board for their support and spoke about the importance of recognizing Mental Health Month. She expressed her appreciation of all the volunteers that work to help the cause.

Dr. John Perez spoke about this past, unprecedented year and the challenges that came with the pandemic. He spoke about things that have been done to help with mental health and the importance of having resilience.

Individual Board members commented on the important work done by the Stronger as One team for their service to the citizens of the community.

**Board of Supervisors Consent Agenda:**

**Motion:** Accept the Board of Supervisors Consent Agenda items 3 through 18, with the exception of number 5, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

3. Consideration and possible action to approve the minutes from the Board of Supervisors meeting conducted April 14, 2021, 2021.
4. 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>
04/22/2021	EFT – 11408 – 11456	\$1,358,711.63
04/22/2021	Checks – 92104920 – 92105005	\$171,822.40
04/29/2021	EFT – 11562 – 11593	\$271,087.96
04/29/2021	Checks – 92105006 – 92105112	\$232,229.01

5. **Separated:** Consideration and possible action to approve the appointment of Robert (Dennis) Baca to the Planning and Zoning Commission, from District 2, for the period of May 12th, 2021 through June 30th, 2025. **Community Development**

Supervisor Vasquez introduced Mr. Baca and welcomed him to the Planning and Zoning Commission and thanked him for his work in the past.

**Motion:** approve the appointment of Robert (Dennis) Baca to the Planning and Zoning Commission from District 2, **Action:** approve, **Moved by:** Supervisor Jeronimo Vasquez, **Seconded by:** Supervisor Patrice Horstman. The motion passed unanimously.

6. Consideration and possible action to approve Resolution 2021-16, accepting the roadway improvements constructed within the rights-of-way of the Johnson Ranch Phase 2 Final Plat into the County’s maintenance inventory, pursuant to Arizona Revised Statute 11-822c. **Community Development**
7. Consideration and possible action to approve the Fiscal Year 2021 Recovery Court program grants which include the Drug, Gang and Violent and Crime Control Program Grant for a total of \$37,813, the Fill the Gap Grant for a total of \$38,305 and use of partial Local Fill the Gap 5% set-aside fund balance totaling \$360,534. **Courts**

8. Consideration and possible action to approve Resolution 2021-17, designating Siri Mullaney as Chief Fiscal Officer for officially submitting the Fiscal Year 2021 and Fiscal Year 2022 Expenditure Limitation Reports to the Arizona Auditor General. **Finance**
9. Consideration and possible action to approve Grant Renewal/ 2022 Grant Award GRA-RC003-19-0923-01-Y4, between Coconino County Health and Human Services and First Things First, for the period July 1, 2021 to June 30, 2022, in the amount of \$150,000 to provide oral health services to children 0 to 5 years of age and pregnant women. **Health and Human Services**
10. Consideration and possible action to approve Contract 202212347NTR, between Coconino County Health and Human Services and Northern Arizona Council of Governments – Area Agency on Aging (NACOG-AAA) for the period July 1, 2021 through October 31, 2021 to provide congregate and home delivered meals in the amount of \$49,156. **Health and Human Services**
11. Consideration and possible action to approve a purchase order between Mercedes Benz of Flagstaff and Coconino County to purchase a sprinter van to provide mobile vaccination, not to exceed \$70,000. **Health and Human Services**
12. Consideration and possible action regarding approval of Contract 202231235TSP, between Coconino County Health and Human Services and Northern Arizona Council of Governments – Area Agency on Aging (NACOG-AAA) for the period July 1, 2021 through June 30, 2022 to provide transportation services in the amount of \$11,970. **Health and Human Services**
13. Consideration and possible action to adopt changes to the bylaws of the Arizona@Work Coconino County Workforce Development Board. **Public Affairs**
14. Consideration and possible action to approve an Agreement with Gannett Fleming under the AZ State Contract No. ADSPO18-207050 to provide design and architectural services for the Heavy Equipment Shop located at the Public Works Yard in the amount not-to-exceed \$165,000.00. **Public Works**
15. Consideration and possible action to approve a Memorandum of Understanding (MOU) with the National Park Service, US Department of Interior (NPS), to provide mutual law enforcement within and outside of the Grand Canyon National Park from 01/01/2021 through 12/31/22. **Sheriff**
16. Consideration and possible action to approve a budget adjustment and accept partnership funding of grant award - Let's Talk Code, Broadening Computing Education Among Native Americans by Blending Code with Nature and Art - NSF Grant in the amount of \$348,045.00, for a grant period is 3/1/2021 - 2/29/2024. **Superintendent of Schools**

17. Consideration and possible action to approve the Intergovernmental Agreement between Coconino County Accommodation School District (CCASD) and Coconino County for the purpose to lease CCASD owned facilities located at 2384 N Steves Blvd. Flagstaff, Arizona and to continue the conditions for cooperative purchasing between the parties. The agreement shall commence on July 1, 2021 and shall be effective for three years in the amount of \$40,000 for each fiscal year. **Superintendent of Schools**
18. Consideration and possible action to approve Resolution 2021-19, approving a budget adjustment and Resolution 2021-19 for Coconino County “Title III Consortium” in the amount of \$56,645.93. The service period is October 1, 2020 – October 30, 2021. **Superintendent of Schools**

**Discussion and Possible Action Items:**

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

Public Affairs Management Analyst Claire Harper introduced Elevated Advocacy Consultant Todd Madeksza, who provided a brief update on the current status of state legislation.

Public Affairs Management Analyst Claire Harper provided an update on federal legislation.

The Board provided feedback on the information presented.

County Manager Peru read a draft letter regarding funding of the Payment in Lieu of Taxes (PILT) Program. The Board agreed to sign the letter. He provided a brief update on the federal and state redistricting process and delay with census statistics and highlighted the upcoming National Association of Counties (NACo) conference.

Forest Restoration Director Jay Smith provided a brief update on the Outdoor Forest Restoration Act.

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

County Manager reviewed possible quorum postings and the Board’s planning calendar so that the Board could see what discussions are forthcoming.

21. 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 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.

22. Presentation and Discussion regarding an update on the SpaceX Internet Initiative. **Information Technology**

Information Technology Director Matt Fowler provided a presentation that provided an update on the SpaceX Internet Initiative, outlining internet issues, investment costs and the citizen selection process.

Individual Board members provided feedback on the information presented.

23. 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**

Health and Human Resources Director Kim Musselman provided information on current COVID-19 testing data and gave an update on vaccine distribution, allocation and Fort Tuthill’s operational transition.

The Board provided feedback on the information and thanked Director Musselman and staff for all their work.

Chair Ryan adjourned the Special Session portion of the meeting at 5:31 p.m.

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

**REGULAR SESSION OF THE COCONINO COUNTY BOARD OF SUPERVISORS**

**Present:** Chair Matt Ryan, Supervisor Patrice Horstman and Supervisor Jeronimo Vasquez and were present virtually via Zoom meeting technology. Vice Chair Lena Fowler was present telephonically. Supervisor Judy Begay was not present.

**Also Present:** County Manager Steve Peru, 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 6:03 p.m.

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

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

Chair Ryan called for a break to allow time for the Board to convene executive session at 6:06 p.m.

### Executive Session:

24. Discussion and consultation with attorneys to obtain legal advice regarding the Board's authority under the County's Zoning Ordinance. Pursuant to A.R.S. 38-431.03(A)(3) the Board may vote to enter executive session. **County Attorney**

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

**Also Present:** County Manager Steve Peru, Deputy County Manager Lucinda Andreani, Community Development Director Jay Christelman, Community Development Deputy Director Jess McNeely, Deputy County Attorney Rose Winkeler, Clerk of the Board Lindsay Daley.

Chair Ryan called the Executive Session discussion to order at 6:11 p.m.

Chair Ryan adjourned the Executive Session discussion at 7:04 p.m.

Chair Ryan reconvened open session at 7:08 p.m. All Board members were present.

### 7:00 p.m. Public Hearing (Time Certain):

25. Public Hearing, consideration and possible action to adopt Resolution 2021-18, approving the West Coconino Fire Rescue District Impact Statement and authorizing the circulation of petitions as provided in A.R.S. 48-261. **Board of Supervisors**

Clerk of the Board Lindsay Daley introduced the item and presented a powerpoint that outlined the West Coconino Fire Rescue District Impact Statement and statutory duties of the Board of Supervisor's pertaining to a fire district creation. Clerk Daley reviewed the benefits listed and a map of the proposed district.

High Country Fire Rescue Fire Chief Robert Trotter explained the purpose of creating a fire district and the benefits that will sustain the current fire rescue needs. He noted that once a district is formed and they obtain an ISO rating, insurance rates may drop 25 to 40 percent plus,

they can begin to work on making the community fire wise with staff and increased station response times.

Mr. Trotter answered questions asked by the Board related to the various phases planned for expansion. He read the proposed names of the people to be on the first District Board if created.

Chief Deputy Assessor Casey Dorman confirmed that the mapping and valuations were reviewed by the Assessor's Office.

Chair Ryan noted the Board received a request to be removed from the District. Mr. Trotter stated they have responded to several lightening fires on that property, which would have spread if they had not responded, they are the only fire department in the area.

Fire Chief Robert Trotter answered questions asked by individual Board members related to the request to be removed from the fire district and benefits of the district.

Chair Ryan opened the public hearing for public comment at 7:43 p.m.

Mark Holt, 5769 N. Woodland View Road, thanked the Fire Chief Trotter for their response to a fire that saved his home and insurance rates were raised as a result of the fire.

Seeing no further public comment, Chair Ryan closed the public hearing at 7:48 p.m.

Supervisor Patrice Horstman placed findings on the record that the impact statement has made statutory requirements, benefits are listed in the proposed district and it does meet the ...emergency call volume has increased, there is an influx of property growth in the area,,,,, finds have met the requirement of A.R.S. 48-261

**Motion:** Adopt Resolution 2021-18, approving the West Coconino Fire Rescue District Impact Statement and authorizing the circulation of petitions as provided in A.R.S. 48-261, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Jeronimo Vasquez.

**There was discussion on the motion.**

Individual Board members stated they could make findings that determine that the public health, comfort, convenience, necessity or welfare will be promoted.

Chair Ryan noted this is comprehensive and outlined in definition and he appreciates the effort.

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

There being no further discussion, Chair Ryan adjourned the meeting at 7:58 p.m.



**COCONINO COUNTY BOARD OF SUPERVISORS**

(SEAL)



*[Handwritten signature of Matt Ryan]*

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Matt Ryan, Chair

**ATTEST:**

*[Handwritten signature of Lindsay Daley]*

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Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 4/22/2021 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
11408	6215 - DALIA AMBRIZ	1,060.50
11413	6885 - B&L AUTOMOTIVE @ LAKE POWELL	1,023.91
11416	6726 - REBECCA E BROWNING	1,600.00
11417	3410 - CEDAR CREST/FLAGSTAFF LP	2,140.00
11418	1019 - COCONINO COUNTY	7,932.11
11419	1019 - COCONINO COUNTY	12,782.24
11420	1019 - COCONINO COUNTY	399,319.49
11421	1019 - COCONINO COUNTY	37,143.89
11422	1019 - COCONINO COUNTY	77,061.33
11423	1019 - COCONINO COUNTY	74,151.17
11424	1019 - COCONINO COUNTY	325,808.20
11425	1019 - COCONINO COUNTY	161,857.17
11426	1019 - COCONINO COUNTY	56,930.31
11427	1019 - COCONINO COUNTY	25,480.46
11428	1019 - COCONINO COUNTY	3,951.34
11429	1371 - KIMBERLY K CONLEY	1,120.00
11430	1959 - CRM OF AMERICA LLC	4,022.29
11432	1674 - DIAMOND DRUGS INC	9,148.60
11433	3125 - UNITED INFORMATION SERVICES, INC	2,072.88
11434	2356 - FERRELLGAS LP	1,000.00
11439	1009 - GOODMANS INTERIOR STRUCTURES	134,349.61
11445	5993 - MESSAGES AND MORE LLC	1,269.69
11446	5059 - NORTH COUNTRY HEALTHCARE INC	1,075.00
11447	6987 - OXFORD HOUSE RIORDAN	1,647.86
11449	4447 - PERSONNEL SAFETY ENTERPRISES/ZEE MEDICAL	3,020.95
11452	4461 - SHAMROCK FOODS	2,695.63
92104921	1 - AFLAC PREMIUM HOLDING	3,333.78
92104923	1933 - AMERIGAS PROPANE LP	2,986.89
92104924	6506 - ANDERSON SECURITY AGENCY LTD	4,963.07
92104926	1895 - ARIZONA PUBLIC SERVICE	2,348.29
92104927	6874 - THE BLIND BROTHERS, LLC	7,649.50
92104928	6760 - BUD GRIFFIN CUSTOMER SUPPORT - ARIZONA LLC	3,976.00
92104934	2530 - QWEST COMMUNICATIONS COMPANY LLC	2,360.62
92104938	4471 - CITY OF WILLIAMS	22,882.00
92104943	5813 - CONSTANT AND ASSOCIATES, INC	9,999.80
92104947	1716 - EMPIRE SOUTHWEST LLC	1,400.97
92104949	5788 - EXHIBIT ONE CORPORATION	8,630.88
92104950	1134 - FLAGSTAFF NATIVE PLANT & SEED	1,265.00
92104953	1466 - GOODMAN CONTRACTING INC	3,116.00
92104960	2401 - KONICA MINOLTA BUSINESS SOLUTIONS USA INC	2,231.84

92104962	4842 - LANMOR SERVICES INC	15,555.56
92104966	6646 - SILVERMAN, MATTHEW JAMES	1,542.26
92104968	6362 - ANNA NELSON	1,398.00
92104973	1995 - FLAGSTAFF PRECISION RESTORATION SERVICES LLC	1,470.00
92104974	5721 - RHINEHART OIL CO LLC	7,339.62
92104981	1282 - STERICYCLE INC	2,870.00
92104982	2518 - CEQUEL COMMUNICATIONS LLC	3,505.35
92104985	6375 - TAMMY HARDY	1,555.00
92104987	1690 - THOMSON REUTERS-WEST PAYMENT CENTER	8,704.25
92104989	3663 - TIMBERLINE DENTAL PLLC	2,274.20
92104990	4349 - TOWN OF FREDONIA	2,843.52
92104991	1755 - UNS GAS INC	1,185.85
92104992	1755 - UNS GAS INC	1,605.23
92104993	5849 - VANGUARD TRUCK HOLDINGS LLC	3,259.86
92104994	6598 - VARI SALES CORPORATION	3,985.93
92104995	5173 - CELLCO PARTNERSHIP	1,021.84
92104996	5173 - CELLCO PARTNERSHIP	3,401.61
92104997	5173 - CELLCO PARTNERSHIP	2,537.32
92104998	5169 - VOYA INSTITUTIONAL TRUST COMPANY	5,665.83
92105005	10 - SUPPORT PAYMENT CLEARINGHOUSE	3,904.21

Warrant listing for 4/29/2021 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
11562	6506 - ANDERSON SECURITY AGENCY LTD	4,810.70
11563	6813 - AVERTEST, LLC	4,094.90
11566	1019 - COCONINO COUNTY	4,525.86
11568	1959 - CRM OF AMERICA LLC	10,889.36
11573	2628 - FLAGSTAFF SHELTER SERVICES INC	8,471.72
11575	4350 - GOLIGHTLY TIRE	12,031.37
11578	5318 - THE J STREIFF LAW FIRM PC	6,400.00
11580	6936 - MP ACQUISITION LLC	47,338.50
11581	5059 - NORTH COUNTRY HEALTHCARE INC	2,875.00
11585	1243 - PERFORMANCE STRATEGIES	4,420.05
11587	1735 - PTS OF AMERICA LLC	7,719.00
11588	2851 - PRO PETROLEUM INC	17,548.85
11590	4461 - SHAMROCK FOODS	11,647.89
11591	2496 - CAROL HENDERSON-DAHMS	1,333.50
11592	1406 - KATHY A TURNER	2,944.96
11593	1341 - TYLER TECHNOLOGIES INC	120,196.24
92105006	2120 - ALLIANT GAS LLC	1,611.60
92105009	6506 - ANDERSON SECURITY AGENCY LTD	4,924.37
92105010	1895 - ARIZONA PUBLIC SERVICE	7,290.00
92105011	1895 - ARIZONA PUBLIC SERVICE	2,311.47
92105016	2077 - CATHOLIC CHARITIES COMMUNITY SERVICES INC	12,181.47
92105021	6258 - CITY OF FLAGSTAFF	6,252.10
92105022	5873 - CLIMATEC LLC	5,050.00
92105023	6459 - CODE 3 TECHNOLOGY LLC	12,717.29
92105026	1655 - CONNECTION INC	17,277.89
92105027	5471 - L.N. CURTIS & SONS	2,624.77
92105034	7013 - EXECUTIVE HEATING & AIR CONDITIONING	5,775.00
92105035	4346 - FLAGSTAFF EMERGENCY PHYSICIANS, PLLC	1,364.71
92105036	4476 - FLAGSTAFF SURGICAL ASSOCIATES	1,495.46
92105038	1140 - FLAGSTAFF MEDICAL CENTER	9,682.26
92105039	1140 - FLAGSTAFF MEDICAL CENTER	5,986.66
92105040	1140 - FLAGSTAFF MEDICAL CENTER	14,472.50
92105041	2048 - FRANKLIN COVEY CLIENT SALES INC	2,836.29
92105042	4989 - GLOBAL MANAGEMENT LLC	1,500.00
92105043	6852 - GLOBAL MARKET INNOVATORS, INC	7,412.26
92105051	6477 - HYE TECH NETWORK & SECURITY SOLUTIONS LLC	21,830.75
92105055	5616 - JABARAH L NICHOLS	8,000.00
92105056	2056 - LABORATORY CORPORATION OF AMERICA	1,532.31
92105069	4444 - NORTHERN ARIZONA RADIOLOGY PC	1,201.67
92105070	1664 - NORTHERN LIGHT TREE COMPANY & LANDSCAPE MAINT LLC	2,800.00

92105071	2250 - NORTHLAND INVESTIGATIONS LLC	2,700.00
92105074	7022 - THOMAS O'HARA	1,800.00
92105081	2092 - PROFORCE MARKETING, INC	10,269.36
92105083	5721 - RHINEHART OIL CO LLC	9,585.29
92105087	1196 - DAN SLAYTON	1,217.20
92105093	1116 - TALLPINES ENVIRONMENTAL CONSULTING COMPANY	2,727.00
92105094	3551 - JOEL A TERRIQUEZ	1,050.00
92105098	5539 - MELVIN TUCKER	1,759.50
92105099	1755 - UNS GAS INC	1,347.33
92105100	1755 - UNS GAS INC	8,381.74
92105101	2903 - UNITED RENTALS (NORTH AMERICA) INC	2,344.93
92105108	3075 - AMANDA J WILLEY	1,400.00
92105111	2808 - YAVAPAI COUNTY GOVERNMENT	4,866.76
92105112	5815 - ERIN WIDMAN	1,137.50