



## OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS

### SPECIAL SESSION MINUTES

**Wednesday, May 19, 2021  
Frontiere Facility at Rogers Lake  
9485 Forest Road 231, Flagstaff, AZ**

**9:00 a.m. – Special Session**

**The Board of Supervisors' meeting was held in-person.**

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

**Also Present:** County Manager Steve Peru, Deputy County Manager/Public Works Director Lucinda Andreani, County Manager Assistant Colleen Knaggs, Team building facilitator Kylar Bodner, Parks and Recreation Events Coordinator Mark Yarnell, Clerk of the Board of Supervisors Lindsay Daley.

Chair Ryan called the special session to order at 9:12 a.m.

#### **Special Session:**

1. Discussion regarding issues and opportunities for the next year and Board priorities; topics of discussion may also include:
  - Tour and discussion regarding the Rogers Lake Property
  - Outdoor and team building activities
  - Retreat goals and results
  - Roles, responsibilities, boundaries and expectations
  - District goals and projects
  - Major County projects and initiatives
  - Strategic Planning Process

County Manager Steve Peru provided an introduction and asked everyone to introduce themselves.

Each Supervisor provided a brief introduction about themselves- Supervisor Jeronimo Vasquez, Vice Chair Lena Fowler, Chair Matt Ryan, Supervisor Patrice Horstman, Supervisor Judy Begay.

Staff present also introduced themselves- Assistant to County Manager Colleen Knaggs, Clerk of the Board Lindsay Daley, Events Coordinator Mark Yarnell, Consultant Kylar Bodner, Deputy County Manager/Public Works Director Lucinda Andreani, County Manager Steve Peru.

Chair Ryan spoke about the Rogers Lake area and the history on how the property came under ownership of the County. He spoke about the planning effort with Army Compatible Use Buffer Program (ACUB) and Readiness and Environmental Protection Integration (REPI) to acquire the property.

Events Coordinator Mark Yarnell spoke about the previous owner of the property. He also spoke about how the property is now used for the public to rent for events. He answered questions about the facility.

Chair Ryan spoke about the conservation easement and the ability to purchase land from the Miller property.

The Board took a break from 10:25 a.m. – 10:33 a.m.

The Board reconvened at 10:35 a.m. outside and they did a series of team building exercises with Consultant Kylar Bodner.

The Board took a break at 12:15 p.m. for lunch.

County Manager Steve Peru reconvened the meeting at 12:41 p.m.

Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Judy Begay. Supervisor Jeronimo Vasquez.

Also Present: County Manager Steve Peru, Deputy County Manager Lucida Andreani, Assistant to County Manager Colleen Knaggs, Clerk of the Board Lindsay Daley.

County Manager Peru went over the documents in the packets which included the organization chart, the Boards and Commissions list that the Supervisors are on, a Major project list, and Sonoma County Board of Supervisors Rules and Procedures.

County Manager Peru asked the Supervisors to share their takeaways from this morning and the exercises of the day.

The Supervisors shared their observations from the teambuilding exercises. Some of the topics the Supervisors brought up included teamwork, building trust, virtue of coming together.

County Manager Peru asked the Supervisors to share what they have missed with only having virtual meetings. The Supervisors shared their feedback, which included the ability to pick up on non-verbal cues and reactions and the in-person meetings one on one where they are able to catch up on things. They also shared that with virtual meetings there is a loss of spontaneity and camaraderie and difficulties with internet. They spoke about utilizing cameras during the virtual Board meetings and personal preference.

They briefly expressed their thoughts about the future of Board meetings and preference in continuing to use zoom and or in-person meetings.

County Manager Peru spoke about management versus governance and asked for any impressions or observations regarding the topic. The Supervisors spoke about working through County Manager Peru to keep a separation between governance and management. The Supervisors shared about learning the role of how to support staff in efforts.

Supervisor Vasquez stepped out of the room at 1:38 p.m. and returned at 1:42 p.m.

County Manager Peru spoke about constituent services and the need at times to communicate with staff. He also spoke about projects that have developed out of the Districts due to passion.

County Manager Peru spoke about offices and looked for feedback on whether Supervisors plan to use the County office space or personal offices. They spoke about challenges of County office space as well as preferences in using County offices versus personal office space.

County Manager Peru spoke about the Management team and vacancies in the office and the need to fill vacancies. He spoke about getting interest from internal individuals for the Deputy County Manager position and will be seeking input in the future on who should fill the position.

County Manager Peru spoke about the reporting responsibility changing with who is in the Deputy County Manager position. County Manager Peru also spoke about the Public Affairs division and the positions currently housed in that division and plans for reorganizing the division with a Government Affairs Manager. He went over the District Directors and their positions.

Clerk of the Board Lindsay Daley provided information on some of the District Director administrative duties including district budgets, reconciliation of credit cards, travel claims, timesheets and personnel action forms for any temporary staff or interns and organizing of public comments for land cases. County Manager Peru also spoke about the District Directors being responsible for the public records of the district office.

Chair Ryan spoke about looking at the District budgets in the future to get an idea of equity. County Manager Peru provided the Supervisors information on the base budget amounts for the districts.

The Board took a break at 2:32 p.m.

County Manager Steve Peru reconvened the meeting at 2:37 p.m.

County Manager Peru spoke about community initiative funds. Clerk of the Board Lindsay Daley provided information on community initiatives and things to consider regarding the operations and community initiative funds. The Supervisors also discussed travel and the funding for travel. Clerk of the Board Lindsay Daley provided information on some of the necessary processes that are involved with Finances and budgeting for their districts.


County Manager Peru spoke about issues that need attention including relationships. Manager Peru also spoke about getting feedback from the Board when there is inadequacy.

County Manager Peru spoke about communication and what frequency it is needed. Each Supervisor provided feedback on their preference for communication and the frequency and format. They also spoke about making statements personally versus on behalf of the whole Board and when the Board takes action versus when they provide direction.

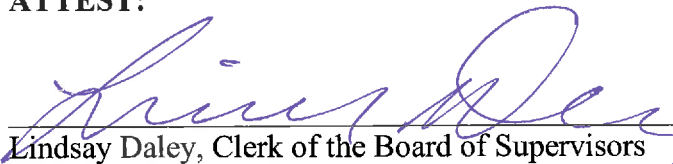
There being no further discussion, Chair Ryan adjourned the meeting at 4:02 p.m.

**COCONINO COUNTY BOARD OF SUPERVISORS**

(SEAL)

  
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Matt Ryan, Chair

**ATTEST:**

  
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Lindsay Daley, Clerk of the Board of Supervisors