



**OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND
BOARD OF DIRECTORS OF THE COCONINO COUNTY FLOOD CONTROL
DISTRICT, COCONINO COUNTY JAIL DISTRICT, HASHKNIFE TRAIL COUNTY
IMPROVEMENT DISTRICT AND NORTH STARDUST AND ANTELOPE COUNTY
IMPROVEMENT DISTRICT**

REGULAR SESSION MINUTES

June 1, 2021

10:00 a.m. – Regular Session

1:15 p.m. – Discussion items

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 10:04 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.

Board of Supervisors Consent Agenda:

Motion: Approve the Board of Supervisors Consent Agenda items 1 through 15, separating items 1, 8 and 11, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

1. **Separated:** Consideration and possible action to approve the minutes from the Board of Supervisors' meetings conducted April 27, 2021, May 11, 2021, May 12, 2021, May 19, 2021, May 20, 2021 and May 25, 2021.

Clerk of the Board Lindsay Daley requested to amend the April 27, 2021 minutes to include a statement in item 31 addressing a recusal of Supervisor Horstman.

Supervisor Horstman requested to **amend her motion** to approve the consent agenda, to include the amendment as set forth on the record by Clerk of the Board Lindsay Daley. **Seconded by** Supervisor Judy Begay. **The motion passed unanimously.**

2. 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.

Run Date	Warrant Numbers	Computer Register Totals
05/20/20241	EFT 11724 – 11871	\$1,570,180.97
05/20/2021	Checks – 92105388 – 92105475	\$2,312,926.12

3. Consideration and possible action to approve Resolution 2021-21, approving a Final Plat Amendment to the Foxboro Ranch Subdivision to allow the incorporation of Lots 53, 54, 55 and 56 into the existing open space of the subdivision. The open space with which these parcels would be combined is identified as Assessor's Parcel Number 401-81-067. **Community Development**
4. Consideration and possible action to accept the FY21-FY22 Arizona State Libraries Spanish-Subtitled Legal Talk Videos Grant and corresponding Budget Amendment totaling \$10,350 awarded to the Courts-Law Library for connecting customers with legal resources in Spanish. **Courts**
5. Consideration and possible action to approve the Public Health Emergency Preparedness IGA – CRT0055208 between the Arizona Department of Health Services (ADHS) and the Coconino County Health and Human Services District (CCHHS), for the period of July 1, 2021 to June 30, 2022, in the amount of \$242,699. **Health and Human Services**
6. Consideration and possible action to approve Intergovernmental Agreement IGA2020-047, Amendment #1, between Arizona Department of Health Services and Coconino County Health and Human Services, in the amount of \$114,394.00, (with annual renewals) for the period of July 1, 2021-June 30, 2022, to provide maternal child health services. **Health and Human Services**
7. Consideration and possible action to approve a purchase order not to exceed \$75,000 with Jabarah Nichols, and Coconino County to purchase services to provide barber and Cosmetology training for adults and out of school youth, not to exceed \$75,000 for the Fiscal Year 2022. **Health and Human Services**

8. **Separated:** Consideration and possible action to approve a purchase order not to exceed \$75,000 with Coconino Community College, and Coconino County to purchase services for clients related to certified training programs as approved by WIOA's Eligible Training Provider List, not to exceed \$75,000 for the Fiscal Year 2022. **Health and Human Services**

Vice Chair Lena Fowler requested additional information about the program as it has to do with youth training and the public should hear more about it.

Health and Human Services (HHS) Director Kim Musselman noted this is an exciting opportunity to train people entering the workforce.

HHS Division Manager Michele Axlund described various training components and career opportunities in the communities of Flagstaff and Page.

Vice Chair Fowler commented on the importance of the programs, including the training approved in item 7.

County Manager Peru spoke about additional trade training offered by Coconino Community College (CCC). He noted there will be a work session discussion in the fall with the CCC.

Vice Chair Fowler thanked staff and spoke about the County's great partnership with CCC to offer the trainings for the citizens.

Supervisor Horstman agreed with Vice Chair Fowler's comments and spoke about the incredible training programs and CCC's assets to the community. It would be wonderful to have a meeting between CCC and the Board to learn more about their opportunities for the community.

Supervisor Begay stated she was thankful for the programs provided to the citizens. She inquired about additional assistance provided.

Ms. Axlund noted they work with partner agencies to assist with student training with as little debt as possible.

Supervisor Vasquez thanked CCC for their vocational trainings and noted the program with the County is important.

Chair Ryan spoke about the important programs and the County's great relationship with CCC.

Motion: Approve consent agenda item 8, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

9. Consideration and possible action to approve the purchase orders with Shamrock Foods Company, utilizing Arizona State contract CTR043423, to provide food products and related kitchen supplies to the Flagstaff and Williams Senior Nutrition Programs for FY22, in the estimated amounts of \$75,000 for Flagstaff and \$50,000 for Williams senior program. **Health and Human Services**

10. Consideration and possible action to approve the transfer of \$40,000.00 from the County General Fund to the Legal Defender Contract Budget, for the continued contracting and payment of court ordered expenses on criminal cases as well as representation on criminal, dependency and guardianship cases that are beyond the scope of the representation the Legal Defender's Office can provide. **Legal Defender**
11. **Separated:** Consideration and possible action to approve Attachment D of the Intergovernmental Agreement (IGA) between the Navajo Nation and Coconino County to support the N21, Phase II, Kaibeto Road Improvement Project, Phase 2 for a one-time cost of \$400,000. **Public Works**

Vice Chair Fowler thanked Deputy County Manager Lucinda Andreani and the Public Works staff for their work with the Navajo Nation on road improvements to improve the quality of transportation of citizens on the Navajo Nation. She thanked the operators for their work and spoke about how the County works with partnership agencies to improve services and quality of life.

Deputy County Manager Andreani recognized staff for their work to provide the services.

Deputy Public Works Director Eslir Musta also recognized various people for their work on the Phase 2 project.

Motion: Approve consent agenda item 11, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Patrice Horstman. The motion passed unanimously.

12. Consideration and possible action to approve a budget amendment and transfer to establish the Vehicle License Tax (VLT) fund utilizing the Transportation Fund VLT Revenues in the amount of \$214,651.00. **Public Works**
13. Consideration and possible action to approve the purchase and installation of a centralized Diesel Exhaust Fluid (DEF) system at the Williams Public Works Facility utilizing the State Contract #CTR049957-2 with Eaton Sales & Service in the amount of \$69,618.96, which includes a contingency amount of \$3,315.00 for FY2022. **Public Works**
14. Consideration and possible action to approve the Third Amendment of an Agreement with Kinney Construction Services, Inc. for one-year renewal of RFQ 2018-104 Job Order Contracting (JOC) services to the County for projects up to \$2,000,000.00. **Public Works**
15. Consideration and possible action to approve the Third Amendment of an Agreement with J. Banicki Construction, Inc. for one-year renewal of RFQ 2018-104 Job Order Contracting (JOC) services to the County for projects up to \$2,000,000.00. **Public Works**

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

Flood Control District Consent Agenda:

Motion: Approve the Flood Control District Consent Agenda as presented, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Judy Begay. The motion passed unanimously.

16. Consideration and possible action to approve the Third Amendment of an Agreement with J. Banicki Construction, Inc., for one-year renewal of RFQ 2018-104 Job Order Contracting (JOC) services to the County Flood Control District for projects up to \$2,000,000.00. **Flood Control District**
17. Consideration and possible action to approve the Third Amendment of an Agreement with Kinney Construction Services, Inc., for one-year renewal of RFQ 2018-104 Job Order Contracting (JOC) services to the County Flood Control District for projects up to \$2,000,000.00. **Flood Control District**

Motion: Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Lena Fowler, **Seconded by:** Director Jeronimo Vasquez. The motion passed unanimously.

Motion: Resolve as the Jail District Board of Directors, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Patrice Horstman. The motion passed unanimously.

Jail District Consent Agenda:

Motion: Approve the Jail District Consent Agenda, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Lena Fowler. The motion passed unanimously.

18. Consideration and possible action to approve the change order with Kinney Construction Services to add additional doors, gate design change, lockers, security equipment, hammerhead for fire truck access, fitness equipment, general conditions and general requirements, and contingency, fee, insurance, bond and tax to the expansion project at the Coconino County Page Detention Holding Facility, 713 Tunnel Rd., Page, AZ, and the associated budget adjustment in the amount of \$334,972.40 for a total project cost of \$4,145,849.40. **Jail District**
19. Consideration and possible action to approve the FY21 purchase order with Diamond Drugs, Inc., to provide prescription and over the counter medication to inmates of the Detention Facility, in the estimated amount of \$230,000, utilizing the State of Minnesota Department of Administration Minnesota Multistate Contracting Alliance for Pharmacy Contract #MMS17017. **Jail District**

20. Consideration and possible action to approve an Independent Contract with Weatherproofing Technologies, Inc. to provide roof repairs to the Detention Facility roof above the E and F Pod areas in the total amount of \$197,242.42 utilizing the OMNIA Partners Contract #R180903 in FY21 and FY22. **Jail District**
21. Consideration and possible action to approve the agreement with AB Staffing Solutions, LLC to provide a temporary, supplemental Nurse Practitioner and three nurses for the Coconino County Adult Detention Facility for an estimated cost of \$62,400 per month, and associated budget adjustment in the estimated amount of \$124,800.00. **Jail District**

Motion: Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Lena Fowler, **Seconded by:** Director Patrice Horstman. The motion passed unanimously.

Motion: Resolve as the North Stardust and Antelope County District Board of Directors, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Patrice Horstman. The motion passed unanimously.

North Stardust and Antelope County Improvement District:

22. Consideration and possible action to approve Resolution 2021-01, approving the dissolution of the North Stardust and Antelope County Improvement District which was created through Resolution 2004-40, to dissolve the district and return the remaining funds to the Forest Fee Fund through a budget amendment. **North Stardust and Antelope County District**

Deputy County Manager Andreani explained that North Stardust and Antelope County Improvement District's road improvements were made and now the assessments are complete and at this point, the district needs to be dissolved. She further explained how funding is utilized and historical refunds have gone to forest fee costs.

Finance Director Siri Mullaney explained the remaining funds in both the North Stardust and Antelope County Improvement District and Hashknife Trail County Improvement District and the Boards options to transfer the funds.

Chair Ryan noted the Board needs to dissolve the districts and spoke about the fact that at one time, a fund was set up with expected returns, to help create the financing.

Deputy County Manager Andreani further explained that the County basically finances the projects for the district. She clarified statutory requirements related to funding over \$300,000.00.

Chair Ryan noted Supervisor Begay was no longer present due to telephonic challenges.

Motion: Approve Resolution 2021-01, approving the dissolution of the North Stardust and Antelope County Improvement District which was created through Resolution 2004-40, to dissolve the district and return the remaining funds to the Forest Fee Fund through a budget amendment, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Jeronimo Vasquez.

There was discussion on the motion.

Vice Chair Fowler asked how many remaining districts need dissolved?

Deputy County Manager Andreani explained there are several more that still need dissolved, but staff is still researching liens.

Finance Director Mullaney noted the remaining district is Toho-Talani District, however, at this time the district will have to have a budget adoption during the Board's consideration due to litigation.

Chair Ryan called for the question; the motion passed unanimously with Chair Ryan, Supervisor Fowler, Supervisor Horstman and Supervisor Vasquez voting "aye"; Supervisor Begay was not present for the vote, her vote was considered an abstention.

Motion: Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Lena Fowler. The motion passed unanimously.

Motion: Resolve as the Hashknife Trail County District Board of Directors, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

Hashknife Trail County Improvement District Action Item:

23. Consideration and possible action to approve Resolution 2021-01, approving the dissolution of the Hashknife Trail County Improvement District which was created through Resolution 2004-06, to dissolve the district and return the remaining funds to the Forest Fee Fund and the General Fund through a budget amendment. **Hashknife Trail County Improvement District**

Deputy County Manager Andreani explained purpose of the request to dissolve the District.

Chair Ryan noted a portion of the funding is going to forest fees and this is an opportunity to direct staff to do so, while a portion will go to general funds.

Supervisor Horstman noted if the Board continues with the recommendation, the budget amendment will allow the Board in the future, to direct that the monies be spent for projects in District 1.

Motion: Approve Resolution 2021-01, approving the dissolution of the Hashknife Trail County Improvement District which was created through Resolution 2004-06, to dissolve the district and return the remaining funds to the Forest Fee Fund and the General Fund through a budget amendment, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay.

There was discussion on the motion.

Upon inquiry from Chair Ryan, Finance Director Siri Mullaney requested the Board specify the amount of funds going to forest fees and the amount going to the general fund.

Supervisor Horstman moved to amend her motion to include that the Forest Fees are reimbursed to \$27,085.00.

Chair Ryan noted Supervisor Begay was not present as she lost telephonic connection.

Supervisor Vasquez seconded the amended motion as Supervisor Begay was not present.

Chair Ryan called for the question on the amended motion; the motion passed unanimously with Chair Ryan, Supervisor Fowler, Supervisor Horstman and Supervisor Vasquez voting “aye”; Supervisor Begay was not present for the vote, her vote was considered an abstention.

Upon inquiry from Supervisor Horstman, Deputy County Attorney Rose Winkeler agreed that the original motion was made and approved with the amendment, and should be fine.

Supervisor Begay returned to the meeting telephonically at 10:56 a.m.

Motion: Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Lena Fowler, **Seconded by:** Director Patrice Horstman. The motion passed unanimously.

Discussion and Possible Action Items:

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

Elevated Advocacy Representative Todd Madeksza provided a brief update on various state legislation and budget status, and answered questions asked by individual Board members related to same. He noted he has a conflict of interest with addressing a Flood Control District bill that is not supported by the County but is supported by his client, the City of Flagstaff.

Public Affairs Management Analyst Claire Harper provided an overview of Bill 1431 and the County’s issue with some its requirements, specifically the need to appoint an advisory board. She added that she would check to see where other counties are in consideration of the bill.

Elevated Advocacy Representative Todd Madeksza noted both proponents and opponents of the bill are struggling to receive clarification.

Vice Chair Fowler inquired if it would be helpful to have Chair Ryan meet with the sponsor of the Bill.

Chair Ryan noted it is already set up with specific members of County Supervisors Association (CSA) to address certain bills.

Deputy County Manager Andreani spoke about the issue imposed by the requirement to form an advisory committee.

Public Affairs Management Analyst Claire Harper outlined the Draft Coconino County Policy Resolutions for National Association of Counties (NACo).

The Board provided feedback on the proposed resolutions.

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

County Manager Steve Peru reviewed the Board's planning calendar, highlighting presentations that will be coming before the Board for discussion and updates.

26. 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.

Chair Ryan called for a break at 12:00 p.m. and reconvened open session at 1:15 p.m.

Discussion and Possible Action Items – 1:15 p.m.:

27. Presentation and discussion regarding the Coconino County Board of Supervisors' role during emergencies and the Museum Flood response role. **Emergency Management**

Deputy County Manager Lucinda Andreani introduced the item, explaining the purpose of the update.

Emergency Management Director Wes Dison provided a presentation that outlined the Board's roles and responsibilities in emergency response and provided an overview of the Museum Flood event response and the Board's role. He described what an incident is and the responsibilities of command management.

Deputy County Manager Lucinda Andreani continued with the presentation by outlining emergency response procedures and potential issues. She answered questions asked by the Board related to donations and volunteers.

Individual Board members provided feedback on the presentation, commending staff for the information and their efforts. Deputy County Manager Andreani, County Manager Peru and Director Dison answered questions related to coordination and support between jurisdictions, incident command team functions and coordinated actions taken during emergencies.

28. Presentation, discussion, update and possible direction regarding American Rescue Plan funding. **County Manager**

County Manager Peru introduced the item.

Stronger As One Program Manager Erica Shaw provided a presentation that outlined American Rescue Plan funding categories, standard and additional justification requirements and criteria and eligible public health response services.

Deputy County Manager Andreani provided follow-up clarification regarding funding principles and American Rescue Plan usage by statewide counterparts and the projected timeline for ongoing projects.

County Manager Peru spoke about the Treasury comment process and the County's budget related to the rescue funding implications and broader processes.

Deputy County Manager Andreani and County Manager Peru answered questions related to census maps, the Social Vulnerability Index of 2018 and whether or not youth programs are available for funding.

Individual Board members provided feedback on the information presented.

Chair Ryan called for a break at 3:42 p.m. and reconvened open session at 3:49 p.m.

29. 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 Steve Peru noted the Board is communicating with staff regarding changes in phased re-entry beginning July 1st, adding that two town-halls have been scheduled and, staff is addressing some employee concerns, comments and questions.

Health and Human Services Director Kim Musselman provided a brief update on current COVID-19 testing data, vaccine distribution and promotional pop-up vaccination efforts.

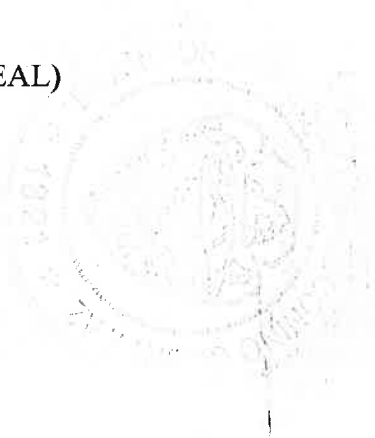
The Board provided feedback on the information presented.

Chair Ryan noted the Board would return to agenda item 26 to address roundtable at 4:17 p.m.

There being no further discussion, Chair Ryan adjourned the meeting at 4:42 p.m.

COCONINO COUNTY BOARD OF SUPERVISORS


(SEAL)





Matt Ryan, Chair

ATTEST:



Lindsay Daley, Clerk of the Board of Supervisors