OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND THE
BOARDS OF DIRECTORS OF THE COCONINO COUNTY FLOOD CONTROL
DISTRICT, COCONINO COUNTY JAIL DISTRICT,
COCONINO COUNTY PUBLIC HEALTH SERVICES DISTRICT,
COCONINO COUNTY LIBRARY DISTRICT,
KACHINA VILLAGE COUNTY IMPROVEMENT DISTRICT,
NORTH STARDUST AND ANTELOPE COUNTY IMPROVEMENT DISTRICT
AND THE TUSAYAN SPECIAL STREET LIGHTING DISTRICT

WORK SESSION, EXECUTIVE SESSION AND SPECIAL SESSION MINUTES

June 25, 2019

9:00 a.m. to 11:00 a.m.— The Board of Supervisors attended the National Public Service
Award Ceremony at Fort Tuthill Pepsi Amphitheater located at 2446 Fort Tuthill Loop,
Flagstaff, AZ, 86001

11:30 a.m. – Work Session
Executive Session immediately followed
2:00 p.m. – Work Session continued

6:00 p.m. – Special Session – Final Budget Adoption

11:30 a.m. Work Session and subsequent Executive Session was held in the
Second Floor Conference Room
2:00 p.m. Work Session was held in the First Floor Board Room
6:00 p.m. Special Session was held in the First Floor Board Room
219 E. Cherry Ave., Flagstaff, AZ, 86325

Present: Chairwoman Lena Fowler, Vice Chair Jim Parks, Supervisor Art Babbott, Supervisor
Elizabeth C. Archuleta, Supervisor Matt Ryan.
Also Present: County Manager James Jayne, Public Affairs Director Eric Petersen, CSA Director Craig Sullivan, CSA Legislative Liaison Michael Madden, Legislative Consultant Todd Madeksza, Legislative Intern Julian Wolff, Deputy County Manager Marie Peoples, Deputy County Manager Lucinda Andreani, Deputy County Manager Mike Townsend, Executive Assistant Gregory Nelson, Executive Assistant Michele Ralston, Deputy County Attorney Rose Winkeler, Clerk of the Board Lindsay Daley.

Chairwoman Fowler called the meeting to order at 11:58 a.m.

**Work Session:**

1. Discussion and update from the County Supervisors' Association on the 2019 Legislative Session and its impact on Coconino County. **Public Affairs**

Public Affairs Director Eric Petersen introduced the item and thanked staff and County Supervisor Association (CSA) staff. Everyone in the room introduced themselves. CSA Director Craig Sullivan thanked Eric, Jimmy and Todd and the Supervisors for attending meetings and for the quality of information provided to them.

**Powerpoint: Coconino County Board Briefing**

Director Sullivan spoke about capacity development and the ongoing effort to build research capability which helps with advocacy. He spoke about the past legislative session and stated that new laws are effective August 27, 2019. Director Sullivan went over the FY2020 County budget priorities and the FY2020 Coconino County relief. This included: eliminating the ADJC fee, permanent Elected Officials Retirement Plan (EORP) relief for 12 rural counties, extending county “flexibility language” as a tool to meet county fiscal obligations. The FY20 General Fund relief is $486,000 and 2-year Ongoing improvement equals $711,800.

Director Sullivan went over the FY2020 State Budget Summary, specifically those items that impact counties. He also spoke about the Arizona Long Term Care System (ALTCS) Statewide trends and funding from 2000 to 2020, state budget infrastructure spending, internet sales taxation and the County impact. Director Sullivan also spoke about CSA initiative legislation, evaluating legislation and playing defense. He also went over noteworthy county related bills that were introduced this past year regarding water policy, public works, taxation, budgeting and audit, Board authorities, public health and safety and human resources. Director Sullivan talked about what CSA is looking at going forward, including pension funding and court financing.

Director Sullivan answered questions from the Supervisors and the Supervisors thanked Director Sullivan and the CSA staff.

Chairwoman Fowler ended this work session at 1:05 p.m.

**Motion:** Enter executive session, **Action:** approve, **Moved by:** Supervisor Art Babbott, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.
The Board entered executive session at 1:15 p.m.

**Executive Session:**

2. Discussion of County Manager performance evaluation. Pursuant to A.R.S. 38-431.03 (A) (1), the Board of Supervisors may vote to enter executive session.  
**Board of Supervisors**

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

**Also Present:** Human Resources Assistant Director Mary Tinklenberg, County Attorney Rose Winkeler entered at 1:40 p.m. and County Manager James Jayne entered at 2:05 p.m.

Chairwoman Fowler adjourned Executive Session at 2:25 p.m.

3. Discussion of purchase, sale or lease of real property and contract negotiations. The Board of Supervisors may convene in executive session pursuant to Ariz. Rev. Stat. 38-431.03(A)(7) and (A)(4) to discuss or consult with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property and to instruct its attorneys regarding the Board's position. **Parks and Recreation**

*The Board did not discuss item number 3 on the agenda.*

Chairwoman Fowler reconvened open session in the First Floor Board Room at approximately 2:35 p.m.

**Work Session – 2:00 p.m.:**

4. Discussion regarding an Arizona Department of Transportation (ADOT) update on local upcoming projects presented by Brenden Foley. **Public Works**

**Presenters:** Deputy County Manager/Public Works Director Lucinda Andreani and Arizona Department of Transportation Assistant District Engineer Brenden Foley.

**Powerpoint:** Coconino County Board of Supervisors Meeting Northcentral District Construction Update June 25, 2019.

Deputy County Manager/Public Works Director Lucinda Andreani introduced Department of Transportation Assistant District Engineer Brenden Foley.
Mr. Foley provided a presentation that highlighted ADOT’s current construction projects at Cataract Lake, the Interstate 17 and 40 interchange bridges, County Line to Interstate 40 Northbound, Interstate 40 Bellemont Bridge replacement, Riordan to Interstate 17 spot repair, Interstate 17 McConnell Bridge replacement, Interstate 40 Meteor City bridge replacement, State Route 89-A pavement project, US160 bus pullout installations, Fog Seal project in the northern region and various other bridge, barrier and drainage, pavement and deck replacement replacement projects. He answered questions asked by individual Board members related to the projects.

Secretary/Treasurer of the Cameron Chapter, May Franklin, addressed the Board to express her appreciation to ADOT for a project in Cameron, Arizona. She wanted to speak about issues the community would like to address with ADOT such as: school zone speeding, turn-offs into local traffic off of Highway 89A, noise associated with heavy traffic, continued flooding at the 5-Mile Bridge, access roads that need fencing to stop ATV traffic.

Mr. Foley thanked Ms. Franklin and noted he took notes of her community issues; he will try to set up another meeting.

5. Discussion regarding the Coconino County Parks and Recreation Master Plan Findings and Preliminary Recommendations Presentation. Parks and Recreation

Presenters: Parks and Recreation Director Cynthia Nemeth and GreenPlay LLC, Consultant Pat O’Toole.

Powerpoint: Coconino County, Arizona, Parks and Recreation Master Plan, Your Parks, Your Future.

Parks and Recreation Director Cynthia Nemeth introduced the ongoing process of updating the Parks and Recreation Master Plan. She introduced consultants that were present and staff that was present.

GreenPlay LLC, Consultant Pat O’Toole provided a presentation that reviewed key issues and preliminary recommendations collected through stakeholder meetings, a community survey, staff input, leadership interviews, existing documents and facility assessments.

Upon inquiry from Supervisor Babbott, Director Nemeth affirmed that if the County were to get another CPOS, a sustainable maintenance plan will be identified. Deputy County Manager Andreani felt that one way to address this issue would be a change in statutory language to address the existing gap with capitol investments.

Consultant O’Toole continued with his presentation on preliminary recommendations related to the level of service provided at Fort Tuthill Cunty Park and input on various location specific projects.

Upon inquiry from Supervisor Parks, Director Nemeth answered questions regarding stakeholder’s input on identified projects and subsequent, required resources.
Supervisor Archuleta felt there needs to be management of expectations such as, can County fulfill those needs, are there grant opportunities available or collaboration efforts available. There needs to be communication as to whether or not the County can fulfill the requests.

Consultant O’Toole continued to review identified projects from outlying communities.

Supervisor Babbott noted it is important in moving forward to figure out where the Board goes in terms of resources and, to prioritize what was the greatest consensus and least consensus of the constituents’ requests. How does the Board delineate between supporting ongoing, existing facilities versus additions? How does maintenance play into new capitol facilities?

Supervisor Babbott left the meeting at 4:02 p.m.

Supervisor Archuleta asked for clarification of which requests need to be done in logical, chronological order and which will provide the most results versus costs.

Chairwoman Fowler asked where staff comes in, how do we determine priorities with staff and costs. We should separate the sections. She agreed with Supervisor Babbott. There are unrealistic requests. She would like a better picture of realistic projects.

Supervisor Archuleta noted a constituent spoke to her about trails who would like to see equestrian, pedestrian and non-motorized trail that would be safe to shoulder Highway 89.

The Board and Consultant O’Toole briefly conferred regarding the preliminary recommendations.

Parks and Recreation Commission Member Beth Tucker said she thought this is an overwhelming process but may shape the roll of the Commission in the next steps.

Parks and Recreation Commission Member Diane Lins felt we are in the cusp of creating a consistent, well-outlined process, to be able to look at the framework and requests made.

6. 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 4 - Supervisor Jim Parks
- District 2 - Supervisor Elizabeth Archuleta
- District 3 - Supervisor Matt Ryan
- District 5 - Supervisor Lena Fowler
- District 1 - Supervisor Art Babbott

- County Manager's Report
- Board Planning Calendar
• Events Calendar

• Chairwoman’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 provided brief updates on various things happening in the community and projects that County staff is working to facilitate.

Individual Board members provided updates related to projects and/or events in their respective Districts.

Emergency Management Director Todd Whitney noted the City of Page has approved a request to partner with the County Emergency Management to help facilitate emergency management services.

There being no further discussion, Chairwoman Fowler adjourned the work session portion of the meeting at 4:47 p.m.

Special Session Meeting

6:00 p.m.

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

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

Absent/Excused: Supervisor Art Babbott.

Also Present: County Manager James Jayne, Deputy County Manager Marie Peoples, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Mike Townsend, Deputy County Attorney Rose Winkeler, Clerk of the Board of Supervisors Lindsay Daley and Deputy Clerk of the Board Valerie Webber.

Chairwoman Fowler called the special session meeting to order at 6:04 p.m. and led the pledge of allegiance.
Call to the Public:

Deborah Harris, Chairwoman of African American Advisory Council, 25 W. Oak Creek Trail, Flagstaff, AZ, 86005, thanked the Board for their support of the AAAC. She presented cupholders to each Board member.

Chairwoman Fowler thanked the Council for their volunteer work for the community.

Board of Supervisors Consent Agenda:

Motion: Approve the Consent Agenda with items 9, 10, 12 and 19 separated, Action: approve, Moved by: Supervisor Matt Ryan, Seconded by: Supervisor Jim Parks. The motion passed unanimously.

7. Approve the minutes from the Board of Supervisors' meetings conducted on June 4, 2019 and June 11, 2019.

8. Consideration and possible action regarding 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.

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9. Separated: Consideration and possible action regarding approval to appoint Tracye A. Moore to the Coconino County African American Advisory Council for a six-year term to expire June 24, 2025. Board of Supervisors

Supervisor Archuleta wanted to recognize the appointment of Dr. Tracye Moore to the African American Advisory Council (AAAC). She asked Chairwoman Deb Harris and Ms. Moore if they would like to speak to the Board.

Ms. Harris noted Dr. Moore is a dental hygienist at Northern Arizona University (NAU) and is currently involved in all AAAC events and activities.

Dr. Moore said it was a pleasure to serve on the AAAC and thanked the Board for their consideration.

Supervisor Archuleta expressed her appreciation of Dr. Moore for her willingness to serve on the Council.

Motion: Appoint Tracye A. Moore to the Coconino County African American Advisory Council for a six-year term to expire June 24, 2025, Action: approve, Moved by: Supervisor Elizabeth Archuleta, Seconded by: Supervisor Matt Ryan. The motion passed unanimously.
10. Consideration and possible action regarding approval of Community Grant Funding from District 4 in the amount of $1,500 to the Tolani Lake Chapter for expenses needed to buy supplies and firewood for the Tolani Lake Senior Center.

Board of Supervisors

Supervisor Parks clarified that this item was for supplies and firewood for the Tolani Lake Senior Center. He noted he provided funds to the Senior Center close to a year ago for a washer and dryer but, the Senior Center returned the funds as someone donated the items. This grant is being returned to purchase firewood and supplies. He thanked the Senior Center for their honesty and integrity.

Motion: Approve this grant with the $1,500 going back to Tolani Lake Chapter for expenses needed to buy supplies and firewood for the Tolani Lake Senior Center, Action: approve, Moved by: Supervisor Jim Parks, Seconded by: Supervisor Matt Ryan. The motion passed unanimously.

11. Consideration and possible action to approve Community Grant Funding request from District 1 in the amount of $200.00, District 2 in the amount of $1,000.00 and District 4 in the amount of $500.00, for a total of $1,700.00, to assist with costs associated with the annual Summertime Tardeada/Festival which provides Hispanic cultural education, entertainment, and traditions for the community free of charge.

Board of Supervisors

12. Separated: Consideration and potential adoption of Resolution 2019-22, the Clerk’s recommendations to find that the evidence supplied by the following owners to be sufficient to prove that the appellants’ properties (as listed here) are primary residences, pursuant to A.R.S. sec. 42-12052(B)(1), and possible order for their associated properties (listed here) to be reclassified as class three property pursuant to A.R.S. sec. 42-12003: Kevin Toomey, 17460 S. Pinto Circle, Munds Park, AZ (APN 400-80-003); Robert Lemberger, 1410 Green Ridge Dr., Happy Jack, AZ (APN 403-73-069); Raymond Tapia, 4727 E. Hightimber Ln., Flagstaff, AZ (APN 117-11-088); Richard MacLean, 1460 W. Melissa Dr., Flagstaff, AZ (APN 112-31-010A); Maryellen Calley, 208 S. 5th St., Williams, AZ (APN 201-29-002); Joy Groenig, 4595 E. Northwood Way., Flagstaff, AZ (APN 117-05-045); Edward Torel, 17960 S. Lake Odell Place, Munds Park, AZ (APN 400-35-041); Adam Brownell, 44 Sunset, Page, AZ (APN 801-04-014); Mark Henson, 8227 Lookout View Trail, Flagstaff, AZ (APN 301-74-065); Jacob Miller, 1385 W. University Ave., #213, Flagstaff, AZ (APN 112-64-029); Richard Morgan, 571 Smith Rd., Sedona, AZ (APN 401-15-044); Rylan Morton-Starner, 455 Beech Dr., Flagstaff, AZ (APN 106-06-016); Frank Candelaria, 860 Julie Ln., Sedona, AZ (APN 405-25-051); Deborah Bright, 1325 E. Raintree Rd., Munds Park, AZ (APN 400-35-017B); Lucy Forrest, 2106 N Deer Crossing Rd., Flagstaff, AZ (APN 107-17-006); Piero Cola, 123 Leupp Rd, Flagstaff, AZ (APN 303-47-052B); Sarah Sherry, 2002 N. Talkington Dr., Flagstaff, AZ (APN 102-04-021); Joshua Strebe, 5435 N. Thornton Pl., Flagstaff, AZ (APN 113-08-113); Anne Griffin, 5740 Heppel Dr., Flagstaff, AZ (APN 301-33-013); Kristine
Lozano, 220 Hopi Ave., Page, AZ (APN 800-32-026); Geoffrey Vargo, 9715 W. Antoinette Way, Flagstaff, AZ (APN 300-41-009); Janani Ureeta, 2801 S. Flagstone Ln., Flagstaff, AZ (APN 112-65-050A); Heidi Blecha, 4810 W. Braided Rein., Flagstaff, AZ (APN 116-58-387); Craig Simmons, 376 S. Rainbow Dr., Marble Canyon, AZ (APN 601-41-016); Craig Simmons, 834 Village Dr., Page, AZ (APN 800-81-017A); Donald Schroeder, 2257 Big Piney Dr., Happy Jack, AZ (APN 403-10-020); Bruce Andrews, 480 Cochise, Munds Park, AZ (APN 400-40-010A); Dave Kramer, 1911 Timber Dr., Happy Jack, AZ (APN 403-64-037); Maude Gosar, 7485 Rain Valley Rd., Flagstaff, AZ (APN 301-23-047); Marjorie Chinnock, 4931 Spud Dr., Flagstaff, AZ (APN 303-06-020); Rich Thompson, 4175 N. Grindelwald Way, Flagstaff, AZ (APN 108-18-108); Joe Alley, 3191 S. Marryvale Ln., Flagstaff, AZ (APN 105-20-094); Spencer Plumb, 500 S. Ash Ln., Flagstaff, AZ (APN 106-06-013); Judy King, 1200 S. Riordan Ranch St. #123, Flagstaff, AZ (APN 103-28-123); Jeremiah Stewart, 1055 Grandview St., Page, AZ (800-50-010); Michael Farrow, 2150 Coyote Creek Rd., Page, AZ (APN 801-18-009); Chad Brooks, 7897 Saturn Dr., Flagstaff, AZ (APN 301-83-080); Caryn Mangisi, 1720 N. Doral Way, Flagstaff, AZ (APN 117-11-027); Jennifer Carrozzino, 4581 Bellemont Springs, Bellemont, AZ (APN 204-07-129); Masako Shirai, 451 Brewer Rd., Sedona, AZ (APN 401-20-048); Donald Read, 2547 Bull Elk Dr., Happy Jack, AZ (APN 403-07-016); Masti/Sandyha, 63 Cibola Dr., Sedona, AZ (APN 401-02-039); Linda Hayes, 6401 N. Saint Nicholas Cir. #9, Flagstaff, AZ (APN 113-77-010); Roderick Robinson, 3113 E. Lockett Rd., Flagstaff, AZ (APN 108-04-010); Brett Havenga, 5105 E. Hawthorne Dr., Flagstaff, AZ (APN 117-18-136); Heidi Favour, 4965 E. Dean Ave., Flagstaff, AZ (APN 113-55-023); Blake Bradford, 3565 N. Jamison Blvd., Flagstaff, AZ (APN 108-03-137); Linda Lawyer, 105 Rolling Dr., Sedona, AZ (APN 401-76-001); Kyle Yarush, 4631 Alpine Dr., Bellemont, AZ (APN 204-07-041); Canyon View 42 LLC/ Peter Yachimski, 8351 N. State Route 89A #42, Sedona, AZ (APN 405-36-042); Octaviana Trujillo, 2692 Sandstone Way, Flagstaff, AZ (APN 107-24-009); Caryn Trotta-Gunderson, 3019 W. Foothills Way, Flagstaff, AZ (APN 111-11-049); Cecil Everett, 7485 Cody Rd., Flagstaff, AZ (APN 301-15-047D); Frederick Brane, 4675 N. Ten Tanks Rd., Williams, AZ (APN205-23-038); Judith Brane, 111 S. 6th St., Williams, AZ (APN 201-04-010); Robert Morris, 3948 N. Tam O' Shanter Dr., Flagstaff, AZ (APN 117-05-071); Robert Morris, 3200 S. Litzler Dr., #17-216, Flagstaff, AZ (APN 112-63-140); Michael Rael, 2805 W. Pico Del Monte Cir. Flagstaff, AZ (APN 112-62-089); Carla McCord, 3350 N. 4th St., Flagstaff, AZ (APN 108-02-004); Jean Christy, 6825 E. Eagle Crest Dr., Flagstaff, AZ (APN 117-27-061). Board of Supervisors

Chairwoman Fowler requested the Clerk clarify and explain this item.

Clerk of the Board Lindsay Daley explained that these are all appeals from property owners who received re-classification notices from the Assessors Office. She described the Assessor’s notification process and the process she used in assisting the public with their appeals. As a result, her recommendation is for the Board to approve the requests to reclassify the properties back to primary residence classifications. She further explained the various classifications that are considered primary residences.
Motion: Move to approve, Action: approve, Moved by: Supervisor Matt Ryan, Seconded by: Supervisor Jim Parks. The motion passed unanimously.

13. Consideration and possible adoption of Resolution 2019-21, approving a request for Final Plat of Ranch at the Peaks, Phase II subdivision; the property is located in Fort Valley and further identified as Assessor’s Parcel Numbers 300-63-037A and 300-63-037B. Community Development

14. Consideration and possible action regarding approval of a budget amendment increase in the amount of $63,029 to the FY19 general fund budget for civil litigation case costs. County Attorney

15. Approve FY2019 Forest Fee Distribution of $153,254.07 in additional Funds Released for Schools and Roads. Finance

16. Consideration and possible action regarding approval of option 2 of Property Casualty Insurance Coverages Through Arizona Counties Insurance Pool (ACIP) for FY20, with a total premium for FY20 in the amount of $860,000.00, subject to endorsements for any necessary changes during the policy year. Human Resources

17. Consideration and possible action regarding approval of a Modified Funding Agreement for the Juvenile Probation Services Fund - Treatment Funds with the Arizona Supreme Court, Administrative Office of the Courts and budget adjustment of an increase of $12,000, for the operation of the JTSF program in the amount $604,115.00 for Fiscal Year 2019. Juvenile Court

18. Consideration and possible action regarding approval of the Third and Final Contract Extension of the Indigent Criminal Defense Contract between Coconino County and the Law Office of Daniel B. Kaiser, P.C., and Antol & Sherman, P.C., for mandated legal services to indigent adults and juveniles in the amount of $42,250.00 (not to exceed $100,000.00) for Fiscal Year 2020. Legal Defender

19. Consideration and possible action regarding approval of the appointment of Joshua Stackhouse from District 2 to the Coconino County Parks and Recreation Commission, for a term commencing July 18, 2019 and ending July 18, 2024. Parks and Recreation

Supervisor Archuleta wanted to separate this item in order to recognize Joshua Stackhouse as a constituent and her recommendation for District 2 appointment to the Coconino County Parks and Recreation Commission, for a term commencing July 18, 2019 and ending July 18, 2024.

Parks and Recreation Director Cynthia Nemeth noted the Parks and Recreation Commission is a Board appointed commission that makes recommendations to the Board regarding programs and events provided by the Parks and Recreation Department. Mr. Stackhouse will fit in greatly with the Commission.
Supervisor Archuleta spoke about the experience Mr. Stackhouse will bring to the Commission.

Mr. Stackhouse thanked the Board and said he looks forward to the appointment.

Motion: Appoint Joshua Stackhouse to the Parks and Recreation Board representing District 2, Action: approve, Moved by: Supervisor Elizabeth Archuleta, Seconded by: Supervisor Matt Ryan. The motion passed unanimously.

The Board, Director Nemeth and Mr. Stackhouse paused for a photo opportunity.

20. Consideration and possible action on the awarding RFP 2019-107 and the subsequent contract to Elevated Advocacy, LLC for state advocacy services with a total maximum value of $66,000 and a corresponding budget adjustment of $66,000 for Public Affairs for the FY '20 budget. **Public Affairs**

21. Consideration and possible action regarding approval of the repairs of Caterpillar equipment by the local authorized dealer, Empire Southwest, for Fiscal Year 2020 based on AZ State Contract ADSPO16-129847, not to exceed $350,000.00. **Public Works**

22. Consideration and possible action regarding approval of the payments of landfill fees to the City of Flagstaff for FY20 in the amount of $100,000.00. **Public Works**

23. Consideration and possible action regarding approval to purchase auto parts under AZ State Contract ADSPO16-129364 from Grand Canyon Auto Supply (NAPA) not to exceed $80,000.00 for FY20. **Public Works**

24. Consideration and possible action regarding approval to purchase parts and repairs for Mack trucks by authorized dealer, Vanguard Truck Center, not to exceed $130,000.00 for FY20. **Public Works**

25. Consideration and possible action regarding approval of the purchase of Caterpillar equipment parts from Empire Southwest based on AZ State Contract ADSPO16-129847, not to exceed $200,000 for FY20. **Public Works**

26. Consideration and possible action regarding approval of the purchase of fuel for County vehicles from the City of Flagstaff fuel yard, not to exceed $400,000.00 for FY20. **Public Works**

27. Consideration and possible action regarding approval of Voyager Fleet Systems for fuel credit cards based on AZ State contract ADSPO14-056805, not to exceed $250,000.00 for FY20. **Public Works**
28. Consideration and possible action regarding approval of contract with AmeriGas Propane, LP DBA Titan Propane to purchase propane for a one-year period beginning July 1, 2019, in the amount not to exceed $70,000.00. **Public Works**

29. Consideration and possible action regarding approval to submit a grant application requesting $1.9M of Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grant program funds with Department of Transportation (DOT) for improvements to Bellemont infrastructure including a new roundabout to tie into an existing planned roundabout. **Public Works**

**Addendum Consent Agenda to the Special Session at 6:00 p.m.**:

**Motion:** Approve Addendum Consent Agenda items 1a to 5a, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

1a. Consideration and possible action regarding delegation of authority to the County Manager’s Office to negotiate, review, approve, and execute on behalf of Coconino County an Independent Contractor Agreement with a vendor/subrecipient recommended by the Coconino County Workforce Development Board to provide One Stop Operator Services as required by the Workforce Innovation and Opportunity Act. **Career Center**

2a. Consideration and possible action regarding delegation of authority to the County Manager’s Office to negotiate, review, approve, and execute on behalf of Coconino County an Independent Contractor Agreement with a vendor recommended by the Coconino County Information Technology Department concerning the purchase of Splunk software under AZ State Contract No. ADSPO16-137342, in the amount of $81,037.51. **Information Technology**

3a. Consideration and possible action regarding delegation of authority to the County Manager’s Office to negotiate, review, approve, and execute on behalf of Coconino County an Independent Contractor Agreement with a vendor recommended by the Coconino County Information Technology Department concerning the purchase of Symantec Data Loss Prevention software from Carahsoft Technology Corp, under cooperative contract # R150402 from Omnia Partners, in the amount of $109,995.00; Reference Carahsoft Installment Payment Agreement # AZM110-1. **Information Technology**

4a. Approve Resolution 2019-18, to participate in the Family Counseling Program for fiscal year 2020 and provide additional matching funds of $3,225.00, which is the match to the State’s additional contribution of $12,901.00 for a total of $16,126.00. **Juvenile Court**
5a. Consideration and possible action regarding approval of an Independent Contractor Agreement between Coconino County and Reister Sonoran, LLC, from June 25, 2019 through June 30, 2020, in an amount not to exceed $100,000, to provide and execute a marketing strategy and deliverables for the promotion of the 2020 U.S. Census for Coconino County. **Special Initiatives**

**Motion:** Resolve as the Health District Board of Directors, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

**Health District Consent Agenda:**

**Motion:** Move approval of the Health District Consent Agenda, **Action:** approve, **Moved by:** Director Elizabeth Archuleta, **Seconded by:** Director Jim Parks. The motion passed unanimously.

30. Consideration and possible action regarding approval of an FY2020 Grant Agreement/Contract Award GRA-STATE-19-0969-01, between First Things First and the Coconino County Public Health Services District (CCPHSD), for the period of July 1, 2019 through June 30, 2020, including a .025 FTE staffing increase for a child care consulting services (Public Health Educator) in the total amount of $65,980.00, to provide consulting services to child care providers in Coconino County. **Health District**

31. Consideration and possible action regarding the award of RFP 2019-104 Forensic Laboratory Services to Axis Toxicology (Axis), and approval to enter into a contract with Axis Forensic Toxicology (Axis) in an amount not to exceed $100,000, for the one-year period July 1, 2019 to June 30, 2020. **Health District**

32. Consideration and possible action regarding approval of Intergovernmental Agreement Contract Number CTR043250, Amendment 3, between the Arizona Department of Health Services (ADHS) and Coconino County Public Health Services District (CCPHSD), in the amount $75,000 annually to provide immunization services during the period January 1, 2018 to December 31, 2022. **Health District**

33. Consideration and possible action regarding approval of Independent Contractor Agreement, Third Amendment between the Coconino County Public Health Services District (CCPHSD) and North Country HealthCare (NCHC), from July 1, 2019 to June 30, 2020, for an annual estimated amount of $74,400, to provide emergent dental services for uninsured and AHCCCS enrolled adult Coconino County residents whose household income is between 0%-200% of the Federal Poverty Level and oral health screenings for prenatal women. **Health District**
34. Consideration and possible action regarding approval of an Intergovernmental Agreement (IGA) between the Coconino County Public Health Services District and the Arizona Health Care Cost Containment System (AHCCCS) for the period July 1, 2019, through June 30, 2020, to provide Title 36 Behavioral Health Pre-Petition Screening and Evaluation Services in the amount of $1,350,000. **Health District**

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

**Action Item:**

35. Consideration and possible action regarding approval of Resolution 2019-20, approving the Harrenburg Wash in Kachina Village land exchange between Kachina Village Improvement District and Coconino County Parks and Recreation. **Parks and Recreation**

Parks and Recreation Director Nemeth noted this is a matter of swapping a small parcel of land with Kachina Village Improvement District (KVID) that will give the County a contiguous piece of land along Harrenburg Wash and allow KVID to expand their area of operation.

KVID Manager Sam Mossman said he agrees with the land exchange. This is the panhandle portion of the land that is not usable by KVID but the acquired piece will increase the width of the property in a place where it could be used later if needed.

**Motion:** Resolution 2019-20, approving the Harrenburg Wash in Kachina Village land exchange between Kachina Village Improvement District and Coconino County Parks and Recreation, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

**Motion:** Resolve as the Kachina Village Improvement District Board of Directors, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

**KVID Action Item:**

36. Consideration and possible action regarding approval Kachina Village Improvement District Resolution 2019-03, approving the Harrenburg Wash in Kachina Village land exchange between Kachina Village Improvement District and Coconino County Parks and Recreation. **KVID**

KVID Manager Sam Mossman said this is the other half of the action item to complete the land exchange for KVID. This is best for both parties.

Parks and Recreation Director Nemeth noted this is a mutually acceptable and beneficial land exchange.
Motion: Approve Kachina Village Improvement District Resolution 2019-03, approving the Harrenburg Wash in Kachina Village land exchange between Kachina Village Improvement District and Coconino County Parks and Recreation, Action: approve, Moved by: Director Matt Ryan, Seconded by: Director Elizabeth Archuleta. The motion passed unanimously.

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

Public Hearings Budget Adoption:

37. Public Hearing, consideration and possible action regarding approval of the Truth in Taxation of the Coconino County primary tax rate and levy increase in property taxes for a total primary property tax levy of $9,911,686. Finance

County Manager Jayne noted tonight the Board is considering the final budget adoption for the entire County. The budget prioritizes certain needs and services provided to county citizens. He thanked the Finance team for all their hard work, all departments for their conversations and the Board for their considerations.

A video from the Government Finance Officer’s Association (GFOA) was displayed for the Board and audience on surrounding television screens. The video included a presentation regarding the award of the 16th Distinguished Budget Presentation Award to Coconino County.

Assistant Finance Director Megan Cunningham presented a brief introduction of the purpose for conducting a public hearing on Truth in Taxation; specifically, to receive public input on primary levies and tax rates and information as to when and why said hearings must be conducted. She presented additional information regarding the primary tax rate and levy increase in property taxes for Coconino County.

Chairwoman Fowler opened the public hearing for public comment at 6:37 p.m.; receiving none, she closed the public hearing.

Motion: Approve the Truth in Taxation of the Coconino County primary tax rate and levy increase in property taxes for a total primary property tax levy of $9,911,686, Action: approve, Moved by: Supervisor Elizabeth Archuleta, Seconded by: Supervisor Matt Ryan.

Clerk of the Board of Supervisors Lindsay Daley conducted a roll call vote.

Chairwoman Lena Fowler: Aye
Vice Chair Jim Parks: Aye
Supervisor Elizabeth Archuleta: Aye
Supervisor Matt Ryan: Aye
Supervisor Babbott: Absent

Clerk Daley announced the motion passed unanimously.
38. Public hearing, consideration and possible action regarding adoption of Resolution 2019-19, approving the FY2020 Final Budget for Coconino County in the amount of $215,747,149. Finance

Assistant Finance Director Cunningham provided information regarding the proposed FY2020 final budget amount for Coconino County and spoke about the budget process utilized to form said recommendation.

Chairwoman Fowler opened the public hearing for public comment at 6:42 p.m.; receiving none, she closed the public hearing.

Supervisor Ryan noted the Board went through half a year of discussions and planning, including roughly 8 or 10 days of discussions to work our way through the budget. He expressed his appreciation for staff’s work throughout the process and spoke about considerations for recessionary budgeting, reoccurring expenses and the 10-Year Budget Plan.

Motion: Adopt Resolution 2019-19, approving the FY2020 Final Budget for Coconino County in the amount of $215,747,149, Action: approve, Moved by: Supervisor Matt Ryan, Seconded by: Supervisor Elizabeth Archuleta.

There was discussion on the motion. Supervisor Archuleta spoke about the County’s utilization of 10-year budget forecasting to plan for future budgets and recessions.

Supervisor Parks thanked Chief Financial Officer/Deputy County Manager Mike Townsend, Assistant Finance Director Megan Cunningham and Finance staff for their work on the budget process. He spoke about various projects and employees included in the budget.

Chairwoman Fowler thanked staff and all departments who presented to the Board during the budget process. She added that the budget is citizen focused to provide services.

Chairwoman Fowler called for the question: the motion passed unanimously.

39. Public hearing, consideration and possible action regarding adoption of the FY2020 Final Budget for the Fire District Assistance Tax in the amount of $1,831,089. Finance

Assistant Finance Director Cunningham provided information regarding the recommended FY2020 final budget amount proposed for the Fire District Assistance Tax.

Upon inquiry from Supervisor Ryan, Ms. Cunningham affirmed this is a statutory requirement that has a predetermined calculation already set.

Chairwoman Fowler opened the public hearing for public comment at 6:51 p.m.; receiving none, she closed the public hearing.
Motion: Adopt the FY2020 Final Budget for the Fire District Assistance Tax in the amount of $1,831,089, Action: approve, Moved by: Supervisor Matt Ryan, Seconded by: Supervisor Elizabeth Archuleta. The motion passed unanimously.

Motion: Resolve as the Flood Control District Board of Directors, Action: approve, Moved by: Supervisor Elizabeth Archuleta, Seconded by: Supervisor Matt Ryan. The motion passed unanimously.

Flood Control District Public Hearing/Action Item:

40. Public hearing, consideration and possible action regarding adoption of the Truth in Taxation for the Coconino County Flood Control District secondary tax rate and levy increase in property taxes, for a total secondary property tax levy of $3,633,990. Finance

Assistant Finance Director Megan Cunningham advised that staff recommends the Flood Control District Board of Directors hold a Truth in Taxation hearing to receive public input on the Coconino County Flood Control District secondary tax rate and levy increase in property taxes. She provided statistical and statutory information as to the primary tax rate and levy increase in property taxes for Coconino County Flood Control District.

Chairwoman Fowler opened the public hearing for public comment at 6:53 p.m.; receiving none, she closed the public hearing.

Motion: Adopt the Truth in Taxation for the Coconino County Flood Control District secondary tax rate and levy increase in property taxes, for a total secondary property tax levy of $3,633,990, Action: approve, Moved by: Director Elizabeth Archuleta, Seconded by: Director Matt Ryan.

Clerk of the Board of Supervisors Lindsay Daley conducted a roll call vote.

Chairwoman Lena Fowler: Aye
Vice Chair Jim Parks: Aye
Director Elizabeth Archuleta: Aye
Director Matt Ryan: Aye
Director Babbott: Absent

Clerk Daley announced the motion passed unanimously.

Director Archuleta spoke about the Schultz Fire in 2010 and the importance of having emergency funds to be able to address wildfires and subsequent flooding issues. This budget, along with funding to address forest health and the air curtain burner are very important.

Director Ryan agreed with Director Archuleta. This is a very good practice resulting from the consequences of the Schultz Fire. It might sound like a lot of money, but it is used for public health and safety; especially since we are based in a fire based eco system.
Director Parks agreed and spoke about the importance of being proactive. He spoke about the need for the funding various upcoming projects.

41. Public hearing, consideration and possible action regarding adoption of the FY2020 Final Budget for the Coconino County Flood Control District in the amount of $4,692,074. **Finance**

Assistant Finance Director Cunningham provided information regarding the recommended FY2020 final budget amount proposed for the Coconino County Flood Control District.

Director Ryan moved to adopt the FY2020 Final Budget for the Coconino County Flood Control District in the amount of $4,692,074. He withdrew his motion as the public hearing had not yet been conducted.

Chairwoman Fowler opened the public hearing for public comment at 7:01 p.m.; receiving none, she closed the public hearing.

**Motion:** Adopt the FY2020 Final Budget for the Coconino County Flood Control District in the amount of $4,692,074. **Action:** approve, **Moved by:** Director Matt Ryan, **Seconded by:** Director Jim Parks. The motion passed unanimously.

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

**Motion:** Resolve as the Health District Board of Directors, **Action:** approve, **Moved by:** Supervisor Jim Parks, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

**Health District Public Hearing/ Action Item:**

42. Public hearing, consideration and possible action regarding approval of the Truth in Taxation of the Coconino County Public Health Services District secondary tax rate and levy increase in property tax levy of $4,577,723. **Finance**

Assistant Finance Director Megan Cunningham advised that staff recommends the Coconino County Public Health Services District Board of Directors hold a Truth in Taxation hearing to receive public input on the Coconino County Public Health Services District secondary tax rate and levy increase in property taxes. She provided statistical and statutory information as to the primary tax rate and levy increase in property taxes for Coconino County Public Health Services District.

Chairwoman Fowler opened the public hearing for public comment at 7:03 p.m.; receiving none, she closed the public hearing.

**Motion:** Approve the Truth in Taxation of the Coconino County Public Health Services District secondary tax rate and levy increase in property tax levy of $4,577,723, **Action:** approve, **Moved by:** Director Jim Parks, **Seconded by:** Director Matt Ryan.
Clerk of the Board of Supervisors Lindsay Daley conducted a roll call vote.

Chairwoman Lena Fowler: **Aye**
Vice Chair Jim Parks: **Aye**
Director Matt Ryan: **Aye**
Director Elizabeth Archuleta: **Aye**
Director Babbott: **Absent**

Clerk Daley announced the motion passed unanimously.

43. Public hearing, consideration and possible action regarding adoption of the FY2020 Final Budget for the Coconino County Public Health Services District in the amount of $16,262,455. **Finance**

Assistant Finance Director Cunningham provided information regarding the recommended FY2020 final budget amount proposed for the Coconino County Public Health Services District.

Chairwoman Fowler opened the public hearing for public comment at 7:05 p.m.; receiving none, she closed the public hearing.

**Motion:** Adopt the FY2020 Final Budget for the Coconino County Public Health Services District in the amount of $16,262,455, **Action:** approve, **Moved by:** Director Jim Parks, **Seconded by:** Director Elizabeth Archuleta. The motion passed unanimously.

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

**Motion:** Resolve as the Library District Board of Directors, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

**Library District Public Hearing/Action Item:**

44. Public hearing, consideration and possible action regarding the adoption of the Truth in Taxation for the Coconino County Library District secondary tax rate and levy increase in property taxes, for a total secondary property tax levy of $4,680,264. **Finance**

Assistant Finance Director Megan Cunningham advised that staff recommends the Coconino County Library District Board of Directors hold a Truth in Taxation hearing to receive public input on the Coconino County Library District secondary tax rate and levy increase in property taxes. She provided statistical and statutory information as to the primary tax rate and levy increase in property taxes for Coconino County Library District.

Chairwoman Fowler opened the public hearing for public comment at 7:06 p.m.; receiving none, she closed the public hearing.
Motion: Adopt the Truth in Taxation for the Coconino County Library District secondary tax rate and levy increase in property taxes, for a total secondary property tax levy of $4,680,264 by roll call vote, Action: approve, Moved by: Director Jim Parks, Seconded by: Director Matt Ryan. The motion passed unanimously.

Clerk of the Board of Supervisors Lindsay Daley conducted a roll call vote.

Chairwoman Lena Fowler: Aye  
Vice Chair Jim Parks: Aye  
Director Elizabeth Archuleta: Aye  
Director Matt Ryan: Aye  
Director Babbott: Absent

Clerk Daley announced the motion passed unanimously.

45. Public hearing, consideration and possible action regarding adoption of the FY2020 Final Budget for the Coconino County Library District in the amount of $4,899,961. Finance

Assistant Finance Director Cunningham provided information regarding the recommended FY2020 final budget amount proposed for the Coconino County Library District.

Chairwoman Fowler opened the public hearing for public comment at 7:08 p.m.; receiving none, she closed the public hearing.

Motion: Adopt the FY2020 Final Budget for the Coconino County Library District in the amount of $4,899,961, Action: approve, Moved by: Director Elizabeth Archuleta, Seconded by: Director Jim Parks. The motion passed unanimously.

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

Motion: Resolve as the Jail District Board of Directors, Action: approve, Moved by: Supervisor Elizabeth Archuleta, Seconded by: Supervisor Jim Parks. The motion passed unanimously.

Jail District Public Hearing/Action Item:

46. Public hearing, consideration and possible action regarding adoption of the FY2020 Final Budget for the Coconino County Jail District in the amount of $26,376,500. Finance

Assistant Finance Director Cunningham provided information regarding the recommended FY2020 final budget amount proposed for the Coconino County Jail District.

Chairwoman Fowler opened the public hearing for public comment at 7:11 p.m.; receiving none, she closed the public hearing.
Motion: Adopt the FY2020 Final Budget for the Coconino County Jail District in the amount of $26,376,500, Action: approve, Moved by: Director Jim Parks, Seconded by: Director Elizabeth Archuleta. The motion passed unanimously.

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

Motion: Resolve as the Kachina Village Improvement District Board of Directors, Action: approve, Moved by: Supervisor Matt Ryan, Seconded by: Supervisor Elizabeth Archuleta. The motion passed unanimously.

**KVID Public Hearing/Action Item:**

47. Public hearing, consideration and possible action regarding adoption of the FY2020 Final Budget for the Kachina Village Improvement District (KVID) in the amount of $2,174,583. **Finance**

Assistant Finance Director Cunningham provided information regarding the recommended FY2020 final budget amount proposed for the Kachina Village Improvement District.

Chairwoman Fowler opened the public hearing for public comment at 7:13 p.m.; receiving none, she closed the public hearing.

Motion: Adopt the FY2020 Final Budget for the Kachina Village Improvement District (KVID) in the amount of $2,174,583, Action: approve, Moved by: Director Matt Ryan, Seconded by: Director Jim Parks.

There was discussion on the motion. Director Ryan noted this is the last time we will adopt the KVID budget. He commended KVID Manager Sam Mossman and the community for their professionalism.

Director Archuleta recognized the work done by Director Ryan in the long process of the KVID transfer of governance. Adding that he was dedicated and exercised exemplary leadership.

Chairwoman Fowler called for the question; the motion passed unanimously.

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

Motion: Resolve as the North Stardust & Antelope County Improvement District Board of Directors, Action: approve, Moved by: Supervisor Elizabeth Archuleta, Seconded by: Supervisor Jim Parks. The motion passed unanimously.
North Stardust & Antelope County Improvement District Public Hearing/Action Item:

48. Public hearing, consideration and possible action regarding the adoption of the FY2020 Final Budget for the North Stardust and Antelope County Improvement District in the amount of $0. **Finance**

Assistant Finance Director Cunningham noted the debt for this district is retired but the Board is required to establish a budget for all special districts; the Board will need to dissolve the district in the next fiscal year.

Chairwoman Fowler opened the public hearing for public comment at 7:16 p.m.; receiving none, she closed the public hearing.

**Motion:** Adopt the FY2020 Final Budget for the North Stardust and Antelope County Improvement District in the amount of $0, **Action:** approve, **Moved by:** Director Jim Parks, **Seconded by:** Director Matt Ryan.

*There was discussion on the motion.* Director Archuleta noted this is historical as it was a way for residents to be able to improve and maintain their roads. Adding that this is the last of the improvement districts. She congratulated District 4.

Director Ryan noted it was the community that worked through issues with the County to establish the district and it was not an easy project.

Chairwoman Fowler called for the question; the motion passed unanimously.

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

**Motion:** Resolve as the Tusayan Lighting District Board of Directors, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

**Tusayan Lighting District Public Hearing/Action Item:**

49. Public hearing, consideration and possible action regarding adoption of the FY2020 Final Budget for the Tusayan Special Lighting District in the amount of $11,400. **Finance**

Assistant Finance Director Cunningham provided information regarding the recommended FY2020 final budget amount proposed for the Tusayan Special Street Lighting District.

Chairwoman Fowler opened the public hearing for public comment at 7:23 p.m.; receiving none, she closed the public hearing.
Motion: Adopt the FY2020 Final Budget for the Tusayan Special Lighting District in the amount of $11,400, Action: approve, Moved by: Director Matt Ryan, Seconded by: Director Jim Parks. The motion passed unanimously.

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

There being no further discussion, Chairwoman Fowler adjourned the meeting at 7:25 p.m.

COCONINO COUNTY BOARD OF SUPervisors

(Lena Fowler, Chair

ATTEST:

(Lindsay Daley, Clerk of the Board of Supervisors

June 25, 2019 – Work, Executive and Special Session Minutes
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.

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