



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

**REGULAR SESSION MINUTES**

**September 1, 2020**

**10:00 a.m. – Regular Session**

**Present:** Chairwoman Elizabeth C. Archuleta, Vice Chairwoman Lena Fowler and Supervisor Matt Ryan were present virtually via Zoom meeting technology.

**Absent/Excused:** Supervisor Jim Parks and Supervisor Art Babbott.

**Also Present:** County Manager James Jayne, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Joanne Keene, Deputy County Manager Marie Peoples, 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.

Chairwoman Archuleta called the meeting to order at 10:01 a.m. and led the pledge of allegiance.

**Call to the Public:**

**Proclamation:**

1. Consideration and possible action to approve a Proclamation designating September 2020 as Hunger Action Month. **Health and Human Services**

Health and Human Services Division Manager Michele Axlund recognized guests that were present on behalf of the proclamation; including Mike Scott with Grand Canyon Food Pantry, Mary Stevens with Page Food Bank and J. Michael Cruz with Havasupai.

Carrie Henderson and Ceara Chirovasky with St. Mary's Food Bank Alliance took turns reading the proclamation into the record.

**Motion:** Approve a Proclamation designating September 2020 as Hunger Action Month, **Action:** approve, **Moved by:** Supervisor Jim Parks, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

Chair Archuleta thanked all food banks, pantries and volunteers throughout the County for all the work they do to support the community.

Supervisor Fowler and Supervisor Parks thanked everyone for all they have done and continue to do throughout the COVID-19 pandemic.

2. Consideration and possible action to approve a proclamation designating September 2020 as National Suicide Prevention Month. **County Manager**

Stronger as One Program Manager Erica Shaw spoke thanked various members/partners that were present. She read the proclamation into the record.

Various members of the Executive Leadership Council and Stronger as One Full Coalition were present in support of the proclamation.

**Motion:** Approve a Proclamation designating September 2020 as National Suicide Prevention Month, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

Ms. Shaw spoke about local activities and events being held within the next month in honor of mental health awareness and National Suicide Prevention Month.

Individual Board members expressed their appreciation for everyone working to support mental health awareness and prevention of suicide.

3. Consideration and possible action to approve a Proclamation designating September 15 through October 15, 2020 as Hispanic Heritage Month. **Human Resources**

Human Resources Director Erika Philpot introduced the proclamation.

Public Works Engagement and Communication Manager Viviana Reyes read the proclamation into the record.

**Motion:** Approve a Proclamation designating September 15 through October 15, 2020 as Hispanic Heritage Month, **Action:** approve, **Moved by:** Supervisor Jim Parks, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

Human Resources Director Erika Philpot spoke about various activities scheduled in celebration of Hispanic Heritage Month around the County.

Coconino County Hispanic Advisory Council (CHAC) Chairwoman Ruth Eaton thanked the Board for the proclamation and expressed her appreciation of the Board and Coconino County staff.

J. Michael Cruz, CHAC Member, expressed his gratitude for all the work the County does.

Individual Board members expressed the importance of celebrating the Hispanic culture and the value they bring to the community.

**Board of Supervisors Consent Agenda:**

**Motion:** Approve Board of Supervisors Consent Agenda items 4 through 8, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

4. Consideration and possible action to approve the minutes from the Board of Supervisors meetings conducted August 11, 2020 and August 14, 2020.
5. 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
08/20/2020	EFT – 9831 – 9866	\$1,089,826.47
08/20/2020	Checks – 92100901 – 92101046	\$414,638.96

6. Consideration and possible action regarding approval of a budget adjustment adding \$57,262 to Public Works' Solid Waste Program, as well as a corresponding General Fund transfer, to correct an error during budget development. **Finance**
7. Consideration and possible action to approve Intergovernmental Agreement Contract No. IGA2021-043, between the Arizona Department of Health Services and Coconino County Health and Human Services, in the amount of \$25,000 and a corresponding FY21 Budget Amendment, for Covid-19 Complaint Referrals and Investigation Services through August 31, 2021. **Health and Human Services**
8. Consideration and possible action to accept the Funding Agreement with the Arizona Supreme Court, Administrative Office of the Courts, Juvenile Justice Services Division and budget decrease of \$59,172 for the operations of the Juvenile Intensive Probation Supervision (JIPS), Standard Probation, Juvenile Probation Services Fund Treatment (JPSF), Diversion Intake, and Diversion Consequences programs in the amount \$2,120,846 for Fiscal Year 2021. **Juvenile Court**

Chairwoman Archuleta called for a break at 10: 52 a.m. and noted that the Board would address items 9 through 12 after item 13, when the Board reconvenes.

Chairwoman Archuleta reconvened open session at 1:17 p.m.

**Discussion and Possible Action Items - 1:15 p.m.:**

13. Presentation and discussion with the Coconino County Treasurer regarding an annual update and economic outlook. **Treasurer**

**Presenters:** Treasurer Sarah Benatar and Managing Director and Head Economist for Commercial Banking at JP Morgan, Jim Glassman.

**Powerpoint:** FY20 Report and Economic Outlook / Navigating the COVID-19 Unnatural Disaster.

Treasurer Benatar highlighted sales taxes collected and tax year 2019 delinquent parcels at the end of the 2019 fiscal year.

Managing Director and Head Economist for Commercial Banking at JP Morgan, Jim Glassman continued with a powerpoint that provided data related to the economy and subsequent tax delinquencies as a result of the COVID-19 pandemic. He answered questions asked by individual Board members related to economic recovery and the ending of federal assistance.

Individual Board members provided feedback on the information presented.

Chairwoman Archuleta noted for the record the Board would address agenda items #9 through #12 at this time, then continue with items #14 through #17.

**Motion:** Enter executive session, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

The Board entered into executive session at 2:20 p.m. via Microsoft Teams virtual meeting.

**Executive Session:**

9. Discussion and consultation with attorneys for an update on the status and development of litigation in Sanders v. Coconino County, CV2019-00542, pursuant to A.R.S. 38-431.03(A)(3) & (4), the Board may enter executive session. **County Attorney**

**Present:** Chairwoman Elizabeth C. Archuleta, Vice Chair Lena Fowler, Supervisor Jim Parks were present virtually via Microsoft Teams.

**Absent/Excused:** Supervisor Art Babbott and Supervisor Matt Ryan.

**Also Present:** County Manager James Jayne, Deputy County Manager Joanne Keene, Deputy County Manager Dr. Marie Peoples, Deputy County Manager Lucinda Andreani, Deputy County Attorney Rose Winkeler, Deputy County Attorney Brian Furuya, Deputy County Manager Aaron Lumpkin, Risk Manager Margaret Penado, Human Resources Director Erika Philpot, Clerk of the Board of Supervisors Lindsay Daley were present virtually.

The discussion on this item started at 2:21 p.m.

The discussion on this item ended at 2:31 p.m.

10. Executive session pursuant to A.R.S. § 38-431.03(3) and/or (4), in order to receive legal advice, and/or consider its position and instruct its attorneys regarding the County's position regarding Neon Acquisitions, LLC et al v. Coconino County (TX2020-000822), a tax valuation appeal. **County Attorney**

**Present:** Chairwoman Elizabeth C. Archuleta, Vice Chair Lena Fowler, Supervisor Jim Parks were present virtually via Microsoft Teams.

**Absent/Excused:** Supervisor Art Babbott and Supervisor Matt Ryan.

**Also Present:** County Manager James Jayne, Deputy County Manager Joanne Keene, Deputy County Manager Dr. Marie Peoples, Deputy County Manager Lucinda Andreani, Deputy County Attorney Rose Winkeler, Deputy County Attorney Brian Furuya, Senior Appraiser Lorraine Rose, County Treasurer Sarah Benatar, Chief Deputy Treasurer Sue Walka, Clerk of the Board of Supervisors Lindsay Daley were present virtually.

The discussion on this item started at 2:33 p.m.

The discussion on this item ended at 2:55 p.m.

11. Executive session pursuant to A.R.S. § 38-431.03(3) and/or (4), in order to receive legal advice, and/or consider its position and instruct its attorneys regarding Transwestern Pipeline v. ADOR et al. (TX2016-000951 & subsequent cases), centrally valued property tax appeals. **County Attorney**

**Present:** Chairwoman Elizabeth C. Archuleta, Vice Chair Lena Fowler, Supervisor Jim Parks were present virtually via Microsoft Teams.

**Absent/Excused:** Supervisor Art Babbott and Supervisor Matt Ryan.

**Also Present:** County Manager James Jayne, Deputy County Manager Joanne Keene, Deputy County Manager Dr. Marie Peoples, Deputy County Manager Lucinda Andreani, Deputy County Attorney Rose Winkeler, Deputy County Attorney Brian Furuya, County Treasurer Sarah Benatar, Chief Deputy Treasurer Sue Walka, Senior Appraiser Lorraine Rose, Clerk of the Board of Supervisors Lindsay Daley were present virtually.

The discussion on this item began at 2:56 p.m.

Chair Archuleta adjourned executive Session at 3:22 p.m.

Chairwoman Archuleta reconvened open session at 3:34 p.m.

**Action Item:**

12. Consideration and possible approval of proposal of settlement via an offer of judgment in Neon Acquisitions et al. v. Coconino County (TX2020-000822), with direction authorizing the County Attorney to sign and serve the proposed draft Offer of Judgment on the County's behalf, with the intent that the County be bound by any acceptance of this Offer of Judgment pursuant to Rule 68 of the Arizona Rules of Civil Procedure. The Board may enter executive session pursuant to A.R.S. § 38-431.03(3) and/or (4), in order to receive legal advice, and/or consider its position and instruct its attorneys regarding the County's position regarding this pending litigation, and proposed offer of judgment in order to resolve this litigation. **County Attorney**

**Motion:** Approve a proposal of settlement via an offer of judgment in Neon Acquisitions et al. v. Coconino County (TX2020-000822), with direction authorizing the County Attorney to sign and serve the proposed draft Offer of Judgment on the County's behalf, with the intent that the County be bound by any acceptance of this Offer of Judgment pursuant to Rule 68 of the Arizona Rules of Civil Procedure, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

14. Update, discussion and possible action regarding the Coconino County Response to the COVID-19 pandemic. **County Manager**

Health and Human Services Division Manager Sarah Schildecker presented a powerpoint that provided an update on the current status of COVID-19 test results, hospitalizations, death rate, cases by geographic area, community transmission and Arizona Department of Health Services (ADHS) benchmarks for schools. She answered questions regarding the importance of maintaining social distancing and sanitizing as well as, the importance of a yearly flu shot.

Deputy County Manager Peoples expressed her appreciation for the work Public Affairs has done to maintain the County's COVID-19 website dashboard.

Special Initiatives Director Kim Musselman provided a brief update regarding current testing in the County and the State's executive orders as they relate to complaint referrals. She answered questions related to outreach done to promote testing.

Individual Board members expressed their appreciation of staff's work to provide updated information and, provided feedback on same.

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

Public Affairs Director Eric Peterson provided a brief update regarding plans to discuss the upcoming County Supervisor's Association (CSA) Summit.

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

County Manager James Jayne briefly spoke about upcoming meetings as well as County events and projects.

17. 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, updates from county staff:
- District 1 – Supervisor Art Babbott
  - District 3 – Supervisor Matt Ryan
  - District 4 – Supervisor Jim Parks
  - District 5 – Supervisor Lena Fowler
  - District 2 – Supervisor Elizabeth Archuleta

- Chair's Report

Individual Board members provided a brief update on current projects and information related to their respective districts, as well as, meetings they've attended related to their various committee appointments.

Deputy County Manager Lucinda Andreani spoke about the recent implementations of fire restrictions by area. She advised she would speak with Parks and Recreation Director Nemeth about presenting a racing proposal to the Parks and Recreation Commission.

There being no further discussion, Chairwoman Archuleta adjourned the meeting at 4:41 p.m.

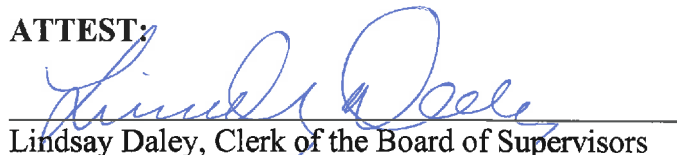
**COCONINO COUNTY BOARD OF SUPERVISORS**

(SEAL)



Elizabeth C. Archuleta, Chair

**ATTEST:**



Lindsay Daley, Clerk of the Board of Supervisors





Warrant listing for 8/20/20 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
9865	2534 - WHISPERING SANDS APARTMENTS	1,044.00
9863	6119 - TRC VERMILLION VIEW, LLC	1,500.00
9862	1406 - KATHY A TURNER	2,768.51
9861	1512 - TIFFANY CONSTRUCTION COMPANY	14,090.69
9860	1257 - TERRY MARXEN CHEVROLET CADILLAC	5,927.94
9859	2496 - CAROL HENDERSON-DAHMS	1,772.10
9858	4461 - SHAMROCK FOODS	19,285.90
9856	2851 - PRO PETROLEUM INC	26,675.36
9855	4447 - PERSONNEL SAFETY ENTERPRISES/ZEE MEDICAL	1,867.40
9853	2451 - NATURAL CHANNEL DESIGN INC	8,049.00
9852	1984 - NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST	869,375.08
9850	1968 - LOOKING GLASS ANALYTICS INC	43,200.00
9845	4350 - GOLIGHTLY TIRE	4,589.05
9842	6532 - TAYLOR W FOX, PC	3,762.50
9840	5018 - DATABANK IMX LLC	73,309.87
9839	1371 - KIMBERLY K CONLEY	1,393.00
9831	1149 - ARIZONA COUNTIES INSURANCE POOL	7,500.00
92101045	6579 - JANET G WONG	1,100.00
92101041	1546 - VISION SERVICE PLAN-CONNECTICUT	8,144.58
92101040	1264 - VICTIM WITNESS SERVICES FOR COCONINO COUNTY	20,760.91
92101036	1755 - UNS GAS INC	2,473.49
92101035	3028 - TIMOTHY JOHN SAVAGE	1,418.54
92101034	4813 - TRIFECTA NETWORKS LLC	4,815.00
92101033	1378 - DOUGLAS TOWNSEND	1,512.62
92101029	2518 - CEQUEL COMMUNICATIONS LLC	12,648.10
92101021	2378 - SATELLITE TRACKING OF PEOPLE LLC	2,406.75
92101018	1414 - RUSH TRUCK CENTERS OF ARIZONA, INC	1,194.73
92101016	5721 - RHINEHART OIL CO, LLC	1,201.54
92101015	5320 - RAVE WIRELESS, INC	15,742.38
92101003	2250 - NORTHLAND INVESTIGATIONS LLC	3,150.00
92101002	1664 - NORTHERN LIGHT TREE COMPANY & LANDSCAPE MAINT LLC	3,250.00
92101000	2567 - NELSON L ERIN	3,200.00
92100994	6516 - MOUNTAINSIDE MAR LLC	1,500.00
92100991	2223 - MINNESOTA LIFE INSURANCE COMPANY	15,549.87
92100990	1596 - MILLPOND VILLAGE APARTMENTS LLC	2,620.00
92100989	6708 - FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION	10,000.00
92100988	5014 - MCMASTER CARR SUPPLY COMPANY	3,268.68
92100980	2056 - LABORATORY CORPORATION OF AMERICA	1,278.07
92100971	5318 - THE J STREIFF LAW FIRM, PC	2,150.00
92100967	1453 - HIGHLANDS FIRE DISTRICT	15,300.00

92100966	1899 - HIGHLAND VILLAGE PARTNERS LLC	6,743.69
92100963	2315 - GOVERNMENTJOBS.COM	38,129.60
92100956	1783 - FLAGSTAFF PROPERTY MANAGEMENT INC	1,500.00
92100954	6679 - MELISSA KOVACS	13,775.00
92100953	1716 - EMPIRE SOUTHWEST LLC	9,124.86
92100952	2923 - VEDURA ELEVATION LLC	1,705.00
92100951	5952 - ELECTION SYSTEMS & SOFTWARE, LLC	12,356.17
92100950	5125 - ECLINICALWORKS LLC	1,791.32
92100949	4084 - DH PACE COMPANY INC	3,307.17
92100948	4944 - DELTA DENTAL PLAN OF ARIZONA	62,732.40
92100944	1982 - COCONINO COUNTY REGIONAL ACCOMODATIONS	40,000.00
92100942	1019 - COCONINO COUNTY	6,000.00
92100941	2023 - ATL, INC	2,242.74
92100940	6739 - MARY MAYS	1,500.00
92100939	6531 - CLASSIC AUTO BODY, LLC	6,461.54
92100937	6258 - CITY OF FLAGSTAFF	2,708.01
92100935	2530 - QWEST COMMUNICATIONS COMPANY LLC	4,840.57
92100934	2530 - QWEST COMMUNICATIONS COMPANY LLC	5,885.73
92100931	2786 - QWEST CORPORATION	3,795.65
92100920	3129 - BENSON SECURITY SYSTEMS INC	1,876.62
92100911	1895 - ARIZONA PUBLIC SERVICE	5,053.17
92100910	1895 - ARIZONA PUBLIC SERVICE	8,680.62
92100903	6551 - MERCEDES ACEDO	1,400.00
92100902	1874 - AMERICAN CONSERVATION EXPERIENCE	11,720.50