



**OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND THE
BOARDS OF DIRECTORS OF THE
COCONINO COUNTY JAIL DISTRICT AND
COCONINO COUNTY PUBLIC HEALTH SERVICES DISTRICT**

SPECIAL SESSION, REGULAR SESSION AND EXECUTIVE SESSION MINUTES

September 10, 2019

3:00 p.m. – Special Session

6:00 p.m. – Regular Session

Executive Session immediately followed

**3:00 p.m. - Special Executive Session was held in the
Second Floor – Grand Canyon Conference Room**

**6:00 p.m. – Regular Session was held in the First Floor Board Room
219 E. Cherry Ave., Flagstaff, AZ**

Present: Chairwoman, Vice Chairwoman Lena Fowler, Supervisor Matt Ryan, Supervisor Elizabeth C. Archuleta and Supervisor Art Babbott. Vice Chair Jim Parks was present telephonically.

Also Present: County Manager James Jayne, Deputy County Attorney Rose Winkeler, Human Resources Director Erika Philpot and Chief Deputy Superintendent of Schools Tina Wells.

Chairwoman Fowler called the meeting to order at approximately 3:00 p.m. in the Second Floor Conference Room.

Motion: Enter into executive session for the remaining items on the agenda, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Art Babbott. The motion passed unanimously.

Special Session - Executive Session:

1. Discussion regarding and consideration of candidates seeking appointment as the County Superintendent of Schools. Pursuant to ARS 38-431.03(A)(1), the Board may vote to enter executive session on this item. Candidates to be interviewed include: Steven Berbeco and Deidre Crawley. **Human Resources**

The Board entered executive session at approximately 3:00 p.m.

Chairwoman Fowler left the meeting at 3:55 p.m. and returned at 4:00 p.m.

Vice Chair Jim Parks lost phone service at approximately 4:00 p.m.

Chairwoman Fowler adjourned executive session at 4:58 p.m.

Regular Meeting

September 10, 2019

6:00 p.m.

**First Floor Board Room
219 E. Cherry Ave., Flagstaff, AZ, 86001**

Present: Chairwoman, Vice Chairwoman Lena Fowler, Vice Chair Jim Parks, Supervisor Matt Ryan, and Supervisor Art Babbott. Supervisor Elizabeth C. Archuleta arrived at 6:09 p.m.

Also Present: County Manager James Jayne, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Mike Townsend, Public Affairs Director Eric Peterson, 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 meeting to order at 6:06 p.m. and led the pledge of allegiance.

Call to the Public:

Johnathan Stone, Executive Director of Flagstaff Arts Council, spoke about current exhibits, new flooring, sound system and community meeting space. He thanked the Board for the extra grant money and Facilities Director Sue Brown for her help in coordinating facility enhancements, adding that the Council has identified three pillars for the Vision 2030 process: catalyze the arts ecosystem, foster diversity, equity and inclusion and promote the integration of art and science throughout the community. There will be a community meeting to kick off the process on October 16th at 5:30 p.m., County staff and the public are encouraged to attend.

Al Smith, former City of Flagstaff Council Member, encouraged reengagement and conversation to try to find and invite a performing and visual arts center for the region. This is an opportune time as there are fresh new professionals working together to plan for the future. He spoke about various homeless performing arts organizations and need to increase the arts as an economic engine for the region. He noted they are committed to making this joint venture work and contribute to its success.

Chairwoman Fowler noted the Board absolutely supports the Council for the Arts. She thanked Mr. Smith for bringing the information to the Boards attention.

County Manager Jayne introduced two Northern Arizona University interns that were present as part of a class project. He thanked them for attending the meeting.

Proclamation:

2. Consideration and possible action to approve a proclamation designating September 15 through October 15, 2019 as Hispanic Heritage Month. **Human Resources**

Human Resources Director Erika Philpot introduced the proclamation.

Supervisor Archuleta spoke about the celebration of Hispanic Heritage Month and read the proclamation into the record.

Motion: Move the approve, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

Coconino County Hispanic Advisory Council (CHAC) Chairwoman Ruth Eaton thanked the Board for the proclamation and said she was hopeful everyone will get involved in the celebration.

CHAC Member Frank Moraga thanked the Board for recognition of Hispanic Heritage. He spoke about the many events planned in celebration around the County.

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

Supervisor Archuleta thanked Human Resources, CHAC and the Board for bringing the proclamation forward, noting that it is important to celebrate diversity in Coconino County. She spoke about her service as the first Latina on the Board of Supervisors for twenty-three years and the pride she feels knowing we are recognizing and celebrating Hispanic Heritage Month for our employees, partners and the community. She spoke about the beauty and diversity of the culture and the contributions that have been made in the community.

Supervisor Ryan noted it is a difficult time but celebrating is a good opportunity for the community. He thanked Mrs. Eaton and Mr. Moraga for serving on additional commissions in the community as well as CHAC.

Supervisor Babbott reinforced the importance of having county commitment in supporting and engendering diversity in our conversations in the community and our policies.

Supervisor Parks said he was taught by his Grandmother and Mother to value his Hispanic heritage. He is proud of his heritage and everything the Board has done and for CHAC Members and their contributions. He said he wanted to recognize Supervisor Archuleta for her energy, support and dedication to Hispanic heritage. He expressed his appreciation of her values and all that she has done for the county and diversity.

Chairwoman Fowler spoke about a tour she took researching with some medicine men several years ago and how they went to breakfast in Santa Fe, New Mexico, where everyone spoke Spanish. She was surprised to see the medicine men speaking Spanish and holding conversations. Our history is very colorful and beautiful with open communication. We need to keep moving that direction. She expressed her appreciation of the County's ability to value neighbors and diversity. She expressed her appreciation of the work done by Supervisor Archuleta; adding that she is our ambassador.

The Board, Mrs. Eaton and Mr. Moraga posed for a photo opportunity.

Board of Supervisors Consent Agenda:

Motion: Approve Board of Supervisors Consent Agenda items 3 through 8, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

3. 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.

<u>Run Date</u>	<u>Warrant Numbers</u>	<u>Computer Register Totals</u>
08/20/2019	EFT – 6648	\$17.73
08/20/2019	Checks – 92001346 – 92001384	\$136,051.92
08/22/2019	EFT – 6649 – 6674	\$109,804.72
08/22/2019	Checks – 92001385 – 92001502	\$320,096.15

4. Consideration and possible action regarding approval of ballot replacement site agreements between Coconino County and the Page City Hall and LeChee Chapter House for the special election, establishing expectations and legal responsibilities between the parties involved. **Elections**

5. Consideration and possible action to approve an Amendment to the Intergovernmental Agreement between Health and Human Services and Coconino County Community College District, for the facilitation of the Basic Business Empowerment courses to be taught in Page, Arizona, in the amount of \$4,500. **Health and Human Services**
6. Consideration and possible action regarding approval of the purchase of Dell Computers in the amount up to \$200,000.00 to replace outdated Windows 7 computers with Windows 10. **Information Technology**
7. Consideration and possible action regarding adoption of Resolution 2019-32, approving an Intergovernmental Agreement (IGA) between Coconino County, Northern Arizona University and Northern Arizona Intergovernmental Public Transportation Authority to allow the use of the main parking lot at Fort Tuthill County Park for Commercial Driver training for both NAIPTA and NAU. **Parks and Recreation**
8. Consideration and possible action to approve the Be a Mathematician (BEAM) grant and Intergovernmental Agreement between Northern Arizona University (NAU) and the Coconino County Education Service Agency (CCESA) in the amount of \$59,410.80 and, approve the corresponding budget adjustment to provide Native American and Hispanic middle school math students tutoring, with a grant period from August 1, 2019 to September 30, 2021. **Superintendent of Schools**

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

Health District Consent Agenda:

Motion: Approve Health District Consent Agenda items 9 and 10, **Action:** approve, **Moved by:** Director Art Babbott, **Seconded by:** Director Matt Ryan.

There was discussion on the motion. Director Archuleta asked if there was one specific dental provider that staff seeks for one particular contract. Are there other dental providers for other contracts?

Deputy Director of Health and Human Services Mike Oxtoby noted there are three total providers plus Northern Arizona University provides screenings and cleanings. The Board previously approved the North Country Healthcare contract in June but Timberline and Page Dental have been struggling to provide their certificates of insurance.

Director Babbott requested data on utilization as we have transitioned out of the clinical provision to the subcontracted model.

Mr. Oxtoby provided said information relative to Timberline Dental; from FY17 through FY19, they saw 117 people and provided services in Williams and Flagstaff. He noted he will provide additional information to the Board.

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

9. Consideration and possible action regarding approval of the FY20 Independent Contractor Agreement (ICA) Amendment No. 3 between the Coconino County Public Health Services District (CCPHSD) and Timberline Dental from July 1, 2019 to June 30, 2020 for an estimated amount of \$60,600.00 to provide emergent and preventative dental services for uninsured adult Coconino County residents whose household income is between 0%-200% of the Federal Poverty Level.
Health and Human Services

10. Consideration and possible action regarding approval of a contract between the Public Health Services District and Navajo County, for the period July 1, 2019 through June 30, 2020, for the Medical Examiner to provide autopsy services for Navajo County, an increase of temporary autopsy technician hours of 12 hours per week through June 30, 2020, and a corresponding budget adjustment consisting of \$94,068 increase in revenue; \$19,575 increase in autopsy technician salary and ERE; \$24,831 increase in toxicology, with the remaining \$49,662 available to cover the already budgeted increase of .20 FTE in Medical Examiner salary and ERE. **Health and Human Services**

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

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

Jail District Consent Agenda:

Motion: Approve the Jail District Consent Agenda item 11, **Action:** approve, **Moved by:** Director Matt Ryan, **Seconded by:** Director Elizabeth Archuleta. The motion passed unanimously.

11. Consideration and possible action to approve and accept a grant award from Arizona Community Foundation (ACF) Flagstaff in the amount of \$18,000.00, and corresponding budget adjustment, to provide transitional housing bed rentals, transportation, and emergency clothing for released inmates from 09/23/19 through 09/23/20. **Jail District**

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

Public Hearing:

12. Public Hearing and Recommendation to the Arizona Department of Liquor Licenses regarding an application for a new application of a series 07 (Beer and Wine Bar) liquor license to Theresa Morse, VC Bar & Grill LLC, located at Hwy 89A 5 miles north of Marble Canyon, Marble Canyon, Arizona. **Board of Supervisors**

Clerk of the Board Lindsay Daley noted the Clerk's office received an application for a Series 7 liquor license in Marble Canyon. Notice of the hearing was posted for 20 days and the Clerk's Office did not receive any comments. Health Department, Community Development, Sherriff's Office and Risk Management had no concerns.

Chairwoman Fowler opened the public hearing 6:44 p.m. for public comment; seeing none, she closed the public hearing at 6:44 p.m.

Motion: Move this request forward to the Arizona Department of Liquor License with a recommendation for approval, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

Discussion Items:

13. Presentation and discussion regarding Service and Space Reimagined - update on the King Street project and timeline. **County Manager**

Presenter: County Manager James Jayne and Facilities Director Sue Brown.

PowerPoint: King Street Campus – Project Update.

County Manager James Jayne provided an update on the work being done at the King Street Campus and thanked all the individuals involved in the project. He presented a powerpoint that outlined service goals, project details and community outcomes.

Facilities Director Sue Brown highlighted the members and responsibilities of the King Street Campus Steering Committee as well as, site policy and project programming committees. She reviewed the integrated schedule of projects and procurement process and next steps in moving forward.

Supervisor Babbott inquired about the County's relationship with the City in terms of the changes. Facilities Director Brown explained the levels of conversations that are planned to foster relationships to seek input at many levels.

Facilities Director Brown continued to outline different procurement methods and explained that staff is leaning toward a qualification-based selection process to derive value for tax payers and appropriately transfer risk and, build partnerships with the private sector.

Supervisor Babbott requested staff keep City Council members and City staff apprised of the County's process.

County Manager Jayne continued with his presentation by highlighting partnerships guiding principles and opportunities to explore and take advantage of the opportunities that are available. He described the services that will be provided on the new campus and how those services will be achieved.

Supervisor Babbott requested regular updates on the financing piece and asked if all phase 1 and 2 environmental reports are still valid from the original property.

Facilities Director Brown noted they are checking into the environment piece but, getting a project manager will help with making a complete review.

Supervisor Babbott inquired about opportunities for grants and asked if staff is determining what the actual meeting space needs are and has staff done a need/demand analysis?

Deputy County Manager Marie Peoples spoke about the purpose of the upcoming tour of Adams County and Broomfield County. Staff is hopeful to learn some of those aspects related to financing. There has been a lot of survey input from customers that use the Health and Human Services building as well as partners that collaborate with the Health Department. Learning about everyone's business and use needs will help answer more questions.

County Manager Jayne noted there needs to be a determination of functions that would go into the 60,000 feet in the new Health and Human Services Building. He spoke about the need for meeting space.

Public Affairs Director Eric Peterson spoke about requests for meeting space from community partners.

Facilities Director Brown spoke about the need for small pods for conference calls, adding that larger conference rooms require flexible space, movable walls and have sound issues. Northern Arizona University already has some models like this and staff is reaching out to other professionals to see what they have utilized. They will be looking at data to see how often county staff has to go outside of the county for meetings.

Chairwoman Fowler spoke about the need for meeting rooms and inquired about security.

Supervisor Archuleta felt community space needs to include a way for people to get in after hours. It is important to have spaces where people who have different styles of work can be addressed. The idea of flexible space is important while still having a vision for needs in the future and, the least costly ways to be modified in the future.

Supervisor Ryan spoke about the need to look at a day care model and possible opportunities for showers for employees; flexibility when creating space is important.

14. Roundtable: To be discussed. Pursuant to A.R.S. 38-431.02(H), these matters will not be acted upon.
- County Manager's Report
 - Chair's Report
 - Reports from Supervisors; updates on new projects, district budgets, requests for services and initiatives, updated from county staff:
 - District 1 – Supervisor Art Babbott
 - District 2 – Supervisor Elizabeth Archuleta
 - District 3 – Supervisor Matt Ryan
 - District 4 – Supervisor Jim Parks
 - District 5 – Supervisor Lena Fowler

County Manager Jayne provided an update on various community partnership meetings and projects being addressed by staff.

Facilities Director Sue Brown handed out pamphlets and provided brief presentations regarding Electric Vehicle Charging Stations Pilot Program and the Suffrage Marker Commemorating the Centennial of Women's Voting Rights event. She spoke about both items and answered questions asked by individual Board members.

Motion: Enter into executive session for the remaining items on the agenda, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by** Supervisor Matt Ryan. The motion passed unanimously.

Executive Session:

15. Discussion of County Clerk of the Board 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, Vice Chairwoman Lena Fowler, Supervisor Matt Ryan, Supervisor Elizabeth C. Archuleta and Supervisor Art Babbott. Vice Chair Jim Parks was present telephonically.

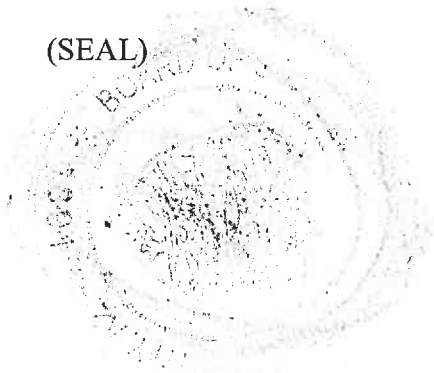
Also Present: County Manager James Jayne, Deputy County Attorney Rose Winkeler and Human Resources Director Erika Philpot.

The Board entered executive session at approximately 7:40 p.m.

There being no further discussion, Chairwoman Fowler adjourned the meeting at 8:13 p.m.

COCONINO COUNTY BOARD OF SUPERVISORS

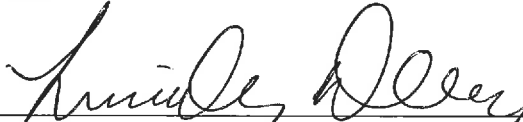
(SEAL)





Lena Fowler, Chair

ATTEST:



Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 8/20/19 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
92001346	5382 - RICHARD AIMES	4,000.00
92001348	6097 - CHAD CARDIFF	1,500.00
92001350	6101 - RAY L DUEY	2,900.00
92001351	1019 - COCONINO COUNTY	65,000.00
92001353	6121 - GREGORY W FRISBEE	3,400.00
92001354	3054 - EILEEN MORGAN	1,600.00
92001355	4602 - THE JODEL GROUP LLC	1,185.00
92001360	4555 - MOGOLLON INC	2,500.00
92001361	6118 - NITTY GRITTY DIRT BAND, INC	10,000.00
92001366	3390 - RAYMOND J RAZO	12,500.00
92001367	3935 - DENNIS L FIKE	1,800.00
92001368	3340 - STEVEN BENJAMIN ROSEN	2,700.00
92001370	6102 - SLEIGHTLY ASKEW PRODUCTIONS	4,800.00
92001377	6099 - TACHOHO PRODUCTIONS	2,500.00
92001378	6100 - STEVEN R ESTES	1,200.00
92001379	2149 - TUBA CITY SCHOOLS	9,000.00
92001384	3574 - WINTERSSET CONCERT EVENTS LLC	2,500.00

Warrant listing for 8/22/19 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
6649	4038 - ARIZONA SPECIALTY COURIER & FREIGHT SYSTEMS	1,650.00
6650	1205 - JONNA E BAKER	2,088.40
6652	1959 - CRM OF AMERICA LLC	16,716.18
6653	1674 - DIAMOND DRUGS INC	23,107.69
6656	4350 - GOLIGHTLY TIRE	15,629.89
6657	1073 - GOOD SOURCE SOLUTIONS INC	28,880.08
6659	5534 - HOWARD C JOHNSON	1,828.64
6665	4445 - PAGE UTILITY ENTERPRISES	2,495.59
6668	1735 - PTS OF AMERICA LLC	2,911.50
6672	3126 - SUNED 14 MISC-B HOLDINGS LLC	9,599.48
92001390	2067 - ALAN ARDEN ANDERSON	1,056.00
92001394	1895 - ARIZONA PUBLIC SERVICE	1,956.62
92001396	1145 - ARIZONA WIRELESS & RADIO INC	1,045.93
92001402	2757 - CINDY MAY	1,800.00
92001403	2268 - CITY OF FLAGSTAFF	10,508.70
92001404	4471 - CITY OF WILLIAMS	1,438.40
92001407	1188 - COCONINO COALITION FOR CHILDREN & YOUTH	23,750.00
92001410	2004 - COREMR LLC	1,000.00
92001413	1416 - EATON SALES & SERVICE LLC	1,714.36
92001415	1716 - EMPIRE SOUTHWEST LLC	5,963.78
92001416	3442 - HEIDI A FALICK	1,113.08
92001418	2251 - FLAGSTAFF DOWNTOWN BUSINESS ALLIANCE	5,000.00
92001422	1140 - FLAGSTAFF MEDICAL CENTER	3,057.07
92001425	2201 - GRAINGER	1,148.94
92001426	3383 - CODEX CORP	13,673.75
92001429	6005 - HDR ENGINEERING, INC	10,578.48
92001439	2056 - LABORATORY CORPORATION OF AMERICA	2,521.30
92001447	5628 - MORMON LAKE FIRE DISTRICT	13,000.00
92001450	3889 - NEXXUS CONSULTING LLC	7,710.00
92001454	1664 - NORTHERN LIGHT TREE COMPANY & LANDSCAPE MAINT LLC	2,850.00
92001459	1802 - THE PEAK SCHOOL INC	3,706.79
92001460	1243 - PERFORMANCE STRATEGIES	6,302.86
92001462	2632 - PIONEER TITLE AGENCY INC	1,050.00
92001471	5716 - RICHARD SCHUMANN	6,736.00
92001472	4461 - SHAMROCK FOODS	6,852.60
92001473	1762 - KENNETH W SHEFFIELD	2,287.50
92001475	5099 - STATE OF ARIZONA	69,657.00
92001480	2518 - CEQUEL COMMUNICATIONS LLC	3,504.82
92001482	1690 - THOMSON REUTERS-WEST PAYMENT CENTER	11,079.71
92001486	1755 - UNS GAS INC	1,318.36

92001487	1755 - UNS GAS INC	5,784.64
92001490	3451.- VARIDESK LLC	3,030.05
92001491	5173 - CELLCO PARTNERSHIP	4,968.00
92001498	4944 - DELTA DENTAL PLAN OF ARIZONA	10,708.09
92001499	2223 - MINNESOTA LIFE INSURANCE COMPANY	1,032.06
92001500	1984 - NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST	3,020.00
92001501	1984 - NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST	44,200.30
92001502	1546 - VISION SERVICE PLAN-CONNECTICUT	1,190.04