



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

**REGULAR SESSION AND EXECUTIVE SESSION MINUTES**

**October 8, 2019**

**6:00 p.m. – Regular Session  
Executive Session immediately followed**

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

**Present:** Vice Chair Jim Parks, Supervisor Matt Ryan, Supervisor Art Babbott and Supervisor Elizabeth C. Archuleta. Chairwoman Lena Fowler was present telephonically at 6:04 p.m.

**Also Present:** Deputy County Manager Marie Peoples, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Mike Townsend, Public Affairs Director Eric Peterson, Deputy County Attorney Rose Winkeler and Clerk of the Board of Supervisors Lindsay Daley.

Vice Chair Parks called the meeting to order at 6:03 p.m. and led the pledge of allegiance.

Chair Fowler appeared telephonically for the consent action at 6:04 pm.

**Call to the Public:**

There were no comments from the public for items that were not on the agenda.

**Board of Supervisors Consent Agenda:**

**Motion:** Move the Consent Agenda Items minus item #4, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

1. Consideration and possible action regarding approval of the minutes from the Board of Supervisors meeting conducted September 24, 2019.
2. Consideration and possible action to ratify and/or approve warrants, electronic fund transfers, and other payments as listed on the agenda. An itemized list of the below-numbered claims is filed in the official records of the Coconino County Board of Supervisors.

<u>Run Date</u>	<u>Warrant Numbers</u>	<u>Computer Register Totals</u>
9/26/2019	EFT – 6847 – 6891	\$1,301,945.74
9/26/2019	Checks – 92002192 – 92002343	\$1,378,823.84

3. Consideration and possible action to approve a Budget Adjustment from District 1 Community Initiatives account to District 1 Operations account for the purpose of hiring a paid Intern to assist the District 1 Supervisor. **Board of Supervisors**
4. **Separated:** Consideration and possible approval of the Second Amendment to the License Agreement with the Coconino Natural Resources Conservation District for the use of County property at Sawmill County Park. **County Manager**

Supervisor Parks pulled this item to discuss his role with the Coconino Natural Resources Conservation District (CNRCD). Deputy County Attorney Rose Winkeler provided information regarding what it means to have a conflict of interest. She stated that in her opinion Supervisor Parks does not have a conflict of interest.

**Motion:** Move the Consent Agenda Item #4, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

5. Consideration and possible action regarding approval of Amendment 2 to Intergovernmental Agreement (IGA) DI19-002201, between Coconino County and Arizona Department of Economic Security (DES) in the amount of \$2,021, and the corresponding Fiscal Year 2020 Budget Adjustment, to provide services under the Workforce Development Innovation and Opportunity Act. **Health and Human Services**
6. Consideration and possible action to approve and accept a grant award from the Arizona Community Foundation of Flagstaff in the amount of \$3,000, and corresponding budget adjustment, to extend seniors' lives and quality of life with homecare services. **Health and Human Services**
7. Consideration and possible action regarding approval of a budget amendment request to transfer funds in the amount of \$7,200, from District 1 Community Initiatives to the Animal Management's Arizona Companion Animal Spay and Neuter Program, for services provided by Arizona Humane Society at the District

1 Kaibab Estates West Spay and Neuter Event held on September 21, 2019.

**Health and Human Services**

8. Consideration and possible action regarding the approval to transfer funds from the Coconino County Emergency Reserve Fund to the Flood Control District in the amount of \$1,450,000, to cover expenses incurred during the Museum Flood mitigation efforts. **Public Works**

**Public Hearing:**

9. Public Hearing, consideration and possible action to approve Resolution 2019-35, adopting the updated Bellemont Area Plan as a Minor Amendment to the Coconino County Comprehensive Plan and Coconino County's adopted version of the Flagstaff Regional Plan 2030, Place Matters, and Adopting Design Review Guidelines for the Planning Area. **Community Development**

**Presenter:** Assistant Community Development Director Jess McNeely.

**PowerPoint:** Bellemont Are Plan Update PZ-AM-19-002 Public Hearing.

Assistant Community Development Director Jess McNeely spoke about the effort and those involved in the meetings leading to the Bellemont Area Plan update. He introduced community members Jeff and Sue Holloway, John Sutherland and Lee Antonides who were present and spoke about other committee members involved in the process. Mr. McNeely introduced Community Development's Long-Range Planner Melissa Shaw, who worked on the plan.

Ms. Shaw presented a powerpoint that reviewed the boundary of the Bellemont Area Plan, the planning area, zoning within the plan and population. She summarized the process used in developing the Plan; which included a survey that was done, meetings that were held with a 25% participation rate and outreach efforts. She went over the Plan's vision statement and what the community wanted to maintain that helped guide the plan, that included community character, community services, land use growth and development ("build out Bellemont"), natural environment and open space. Other sections of the Plan that were updated included public safety, sustainability and resilience, transportation circulation, water resources, wastewater treatment and Design Review Overlay. Some issues being addressed currently include: Shadow Mountain Rd roundabout, Bellemont I-40 Bridge replacement, USPS Cluster Box Unit and the Joint Land Use Study (JLUS).

Ms. Shaw went over the implementation plan, tasks and priorities. She noted that adoption of the updated Bellemont Area Plan is considered a minor amendment to the Comprehensive Plan. She further reviewed the Future Land Use Map.

Supervisor Babbott asked if there were conversations about pressures to rezone and what the community would like to see regarding the rural activity center. Ms. Shaw stated the community would like to see it used for an activity center. She went over the Regional Plan's future growth illustration map changes, since adopting the updated Bellemont Area Plan will also amend the

Regional Plan. She spoke about issues raised during the comment period, which were addressed in the Plan. She spoke about how the Zoning Commission recommended not expanding the Area Plan boundary to include a 117-acre parcel to the West.

Supervisor Ryan stated that Warren Smith, the owner of the 117-acre parcel, was satisfied with the Zoning Commission's recommendation. The Commission unanimously recommended that the Plan be approved.

Supervisor Babbott asked about the total acreage of the rural activity center. Ms. Shaw stated she believes it is 15 acres. Supervisor Babbott said he thinks it will be interesting how future Commissions and the Board are going to handle the reality that Bellemont will not need a large activity center, while single family housing is discouraged. Ms. Shaw stated that the policy discourages single family development as stand-alone development but does encourage a mix use of single family with commercial development.

Acting Chair Parks opened the public hearing.

John Sutherland stated he was on the Committee and wanted to acknowledge the hard work that County staff did for the Plan.

Jeff Holloway, a community member, thanked staff for all the inclusion the committee did for all the residents and their willingness to listen.

There being no further public input, Vice Chair Parks closed the public hearing and asked if the Supervisors had any comments.

Supervisor Ryan stated this was 2 years of work by the community and that they tried to be inclusive and get the community involved. He spoke about the effort to find a balance of committee members and that it is a young residential community. He stated this is something that will affect the community for many years and the engagement was fantastic. Supervisor Ryan spoke about the great participation at the open house and the community's compassion. He complimented the Area Plan Committee for being engaged and bringing forward all the value components.

Supervisor Archuleta complimented the committee members, staff and community members. She also thanked Supervisor Ryan for advocating for the Plan for several years. She stated you can tell there was a lot of work that went into it.

Supervisor Babbott thanked the community members present. He stated that these take time for good reason, they are guidelines for decisions being made into the future. Balancing the industrial opportunities in Bellemont are important to the area and the Plan recognizes that. It is important for the Plan to include the "what if" conversations when referring to land exchanges. Land exchanges can have implications for our military community that unthoughtful growth can bring. He stated he appreciated the work and thanked staff.

Supervisor Parks also complimented Supervisor Ryan for his work. He stated he was impressed with the work and hopes to learn from Supervisor Ryan as he and Supervisor Archuleta move forward with the Area Plans in their Districts.

Supervisor Ryan expressed his thanks again to staff and community members.

Chair Fowler stated that this was great work and she is impressed with the community coming together. She stated it was very engaging and is happy to see the Plan come together as it is so much needed. They have a voice into the future with the Plan.

**Motion:** Approve Resolution 2019-35, adopting the updated Bellemont Area Plan as a Minor Amendment to the Coconino County Comprehensive Plan and Coconino County's adopted version of the Flagstaff Regional Plan 2030, Place Matters, and Adopting Design Review Guidelines for the Planning Area, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

Vice Chair Parks called for a break at 7:18 p.m. and reconvened the meeting at 7:27 p.m.

**Discussion Item:**

*Chair Fowler was not present during the Roundtable discussion.*

10. Roundtable: To be discussed. Pursuant to A.R.S. 38-431.02(H), these matters will not be acted upon.

The Board heard the County Manager's Report first.

- County Manager's Report
  - Update regarding Health and Human Services trip to Denver, Colorado

Deputy County Manager Marie Peoples spoke about an event on October 16 for the Flagstaff Arts Council and asked if any Supervisors plan to attend. Facilities Director Sue Brown provided additional information. Supervisor Babbott stated he may be able to attend. Supervisor Archuleta, Supervisor Parks and Supervisor Ryan stated that they will not be available.

Deputy County Manager Marie Peoples spoke about a trip that several staff members took to Colorado to visit an Adams County facility and Broomfield County facility. She spoke about how the Adams County facility was more state of the art, while the Broomfield facility was more traditional. She said there are decisions to make regarding the challenges and resources that need to be considered with deciding on a facility going into the future. Facilities Director Sue Brown also talked about her experience in learning about both models. Dr. Peoples stated that County Manager Jayne would like to plan another trip to include more staff and some Supervisors.

Deputy County Manager Lucinda Andreani provided an update on the Lake Mary Road project.

- Chair's Report

There was no Chair's report as Chair Fowler was not present during roundtable.

- 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

Supervisor Babbott, Supervisor Ryan, Supervisor Archuleta and Supervisor Parks provided updates on issues in their districts and meetings and events attended, as well as upcoming events and meetings they will be attending.

**Motion:** Enter executive session, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Art Babbott. The motion passed unanimously.

Chair Fowler was not present for this motion.

The Board entered executive session at 8:26 p.m.

**Present:** Vice Chair Jim Parks, Supervisor Matt Ryan, Supervisor Art Babbott, Supervisor Elizabeth Archuleta. Chair Lena Fowler appeared telephonically after the motion enter executive session.

**Also Present:** Deputy County Manager Marie Peoples, Deputy County Manager Lucinda Andreani, Deputy County Manager Mike Townsend, Public Relations Director Eric Peterson, Deputy County Attorney Rose Winkeler and Clerk of the Board Lindsay Daley.

**Executive Session:**

11. Discussion, consultation and possible direction with attorneys regarding litigation In Re: National Prescription Opiate Litigation, Case Nos. 1:17-md-2804, 18-op-45090. Pursuant to A.R.S. 38-431.03(A)(4) the Board may vote to enter executive session for this item. **Board of Supervisors**

The Board adjourned executive session discussion on agenda item #11 at 8:56 pm.

The Board decided to discuss executive session item #13 before item #12 and began that discussion at 8:57 pm.

Deputy County Managers Marie Peoples and Mike Townsend and Public Affairs Director Eric Peterson left the room for the discussion on item #13 at 8:57 pm.

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

**Also Present:** Deputy County Manager Lucinda Andreani, Human Resources Director Erika Philpot, Deputy County Attorney Rose Winkeler and Clerk of the Board Lindsay Daley.

**Addendum Executive Session Item:**

13. 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. **Human Resources**

The Board adjourned executive session discussion on agenda item #13 at 9:16 pm.

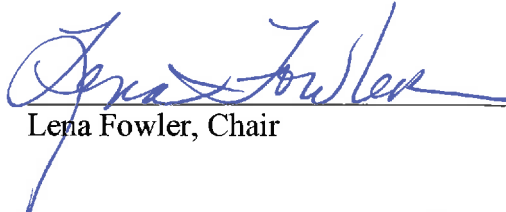
**Executive Session Item:**

12. 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**

*The Board did not address agenda item #12.*

There being no further discussion, Vice Chair Parks adjourned executive session at 9:16 p.m.

**COCONINO COUNTY BOARD OF SUPERVISORS**

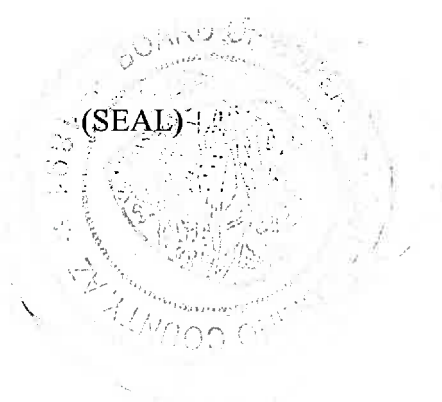


Lena Fowler, Chair

**ATTEST:**



Lindsay Daley, Clerk of the Board of Supervisors



Warrant listing for 9/26/19 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
6847	2434 - ANTOL & SHERMAN PC	3,900.00
6848	1683 - ROSSANA K BAKER	1,800.00
6852	1019 - COCONINO COUNTY	10,336.44
6853	1019 - COCONINO COUNTY	11,028.06
6854	1019 - COCONINO COUNTY	15,659.94
6855	1019 - COCONINO COUNTY	398,242.64
6856	1019 - COCONINO COUNTY	38,974.60
6857	1019 - COCONINO COUNTY	93,710.25
6858	1019 - COCONINO COUNTY	39,178.52
6859	1019 - COCONINO COUNTY	105,660.96
6860	1019 - COCONINO COUNTY	323,431.68
6861	1019 - COCONINO COUNTY	174,459.51
6862	1019 - COCONINO COUNTY	58,991.51
6866	1073 - GOOD SOURCE SOLUTIONS INC	7,504.35
6867	1009 - GOODMANS INTERIOR STRUCTURES	1,390.73
6877	4445 - PAGE UTILITY ENTERPRISES	2,100.00
6881	3511 - REBECCA M PLEVEL	3,250.00
6883	1228 - SAN DIEGO POLICE EQUIPMENT COMPANY INC	3,586.80
6885	3126 - SUNED 14 MISC-B HOLDINGS LLC	1,913.28
92002193	1 - AFLAC PREMIUM HOLDING	4,498.12
92002199	1895 - ARIZONA PUBLIC SERVICE	1,937.63
92002201	1310 - APS SERVICES INC SOURCECORP	8,309.60
92002202	1310 - APS SERVICES INC SOURCECORP	12,673.48
92002210	5841 - BAYER HEALTHCARE PHARMACEUTICALS INC	1,245.00
92002216	5002 - BUFFALO FENCE & BARN COMPANY INC	1,376.04
92002220	2786 - QWEST CORPORATION	2,302.99
92002224	2530 - QWEST COMMUNICATIONS COMPANY LLC	5,750.87
92002225	2268 - CITY OF FLAGSTAFF	4,644.30
92002226	2268 - CITY OF FLAGSTAFF	1,778.00
92002228	1019 - COCONINO COUNTY	2,500.00
92002230	1387 - SYLVIA R COLMENERO	1,140.00
92002236	4944 - DELTA DENTAL PLAN OF ARIZONA	25,663.42
92002237	4924 - ORAL & MAXILLOFACIAL SURGEONS	2,720.00
92002239	6136 - ELEVATION HEALTH SERVICES, LLC	1,290.00
92002240	1615 - FLAGSTAFF ARTS & LEADERSHIP ACADEMY	22,417.67
92002247	4475 - J & G ENTERPRISES INC	1,385.00
92002260	5318 - THE J STREIFF LAW FIRM, PC	9,700.00
92002265	2202 - JONES SKELTON & HOCHULI PLC	6,473.30
92002266	1574 - KINNEY CONSTRUCTION SERVICES INC	715,945.35



92002267	2892 - JULIE LANCASTER	1,500.00
92002273	2351 - ROBERT EUGNE MAURER	4,323.00
92002275	2223 - MINNESOTA LIFE INSURANCE COMPANY	7,237.75
92002277	1075 - MOUNTAIN HIGH PLUMBING INC	1,298.50
92002278	4295 - M&D ENTERPRISES LLC	1,044.75
92002280	1984 - NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST	419,810.78
92002281	35 - NATIONWIDE RETIREMENT SOLUTIONS	2,493.52
92002282	35 - NATIONWIDE RETIREMENT SOLUTIONS	1,286.97
92002284	35 - NATIONWIDE RETIREMENT SOLUTIONS	4,272.00
92002285	35 - NATIONWIDE RETIREMENT SOLUTIONS	12,298.31
92002291	2250 - NORTHLAND INVESTIGATIONS LLC	1,350.00
92002294	1243 - PERFORMANCE STRATEGIES	1,791.44
92002298	2403 - JEFFREY J RICE	2,340.00
92002302	4461 - SHAMROCK FOODS	17,151.56
92002314	10 - SUPPORT PAYMENT CLEARINGHOUSE	5,114.03
92002319	1690 - THOMSON REUTERS-WEST PAYMENT CENTER	1,326.85
92002322	1755 - UNS GAS INC	1,434.64
92002327	8 - VANTAGEPOINT TRANSFER AGENTS 303590	3,098.14
92002330	5173 - CELLCO PARTNERSHIP	4,531.85
92002331	5173 - CELLCO PARTNERSHIP	8,822.87
92002332	5173 - CELLCO PARTNERSHIP	3,602.05
92002333	1546 - VISION SERVICE PLAN-CONNECTICUT	3,281.57
92002334	5169 - VOYA INSTITUTIONAL TRUST COMPANY	6,070.83