



OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND BOARD OF DIRECTORS OF THE COCONINO FLOOD CONTROL DISTRICT

SPECIAL SESSION AND EXECUTIVE SESSION MINUTES

February 2, 2021

9:00 a.m. – Special Session (*Consent business items and Discussion Items were conducted during Special Session*)

1:15 p.m. – Discussion items continued

Present: Chair Matt Ryan, Vice Chairwoman Lena Fowler, Supervisor Elizabeth C. Archuleta, Supervisor Judy Begay and Supervisor Patrice Horstman were present virtually via Zoom meeting technology.

Also Present: County Manager James Jayne, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Joanne Keene, Deputy County Attorney Rose Winkeler, Public Affairs Director Eric Peterson, Clerk of the Board of Supervisors Lindsay Daley and Deputy Clerk of the Board Valerie Webber were present virtually via Zoom meeting technology.

Chair Ryan called the Special Session meeting to order at 9:02 a.m.

Call to the Public:

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

Discussion Item:

1. Presentation and discussion on the Lived Black Experience project. **Public Affairs**

Public Affairs Director Eric Peterson introduced African Diaspora Advisory Council (ADAC) Chair Khara House and board member Deb Harrison.

ADAC Board Member Deb Harrison provided a presentation that introduced a Land Acknowledgement that recognized that home sits at the base of Sacred Peaks on homelands shepherded by more than 12 Tribal Nations and Indigenous Peoples. She spoke about a proposal plan to share lived black experiences which include social and criminal justice, black

representation and preservation, black youth perspectives and concerns, black economic inclusion and impact, race, space and segregation and mental and behavioral health. Individual Board members provided feedback expressing the County's values to take every opportunity to educate and promote social justice and diversity.

Chair Khara House spoke about the goals and strategies of the plan. She expressed her appreciation of people in the community willing to speak out in support of their efforts.

Member Harrison thanked the Board and requested they provide the proposed plan to whomever they may hire to promote diversity.

Board of Supervisors Consent Agenda:

Motion: Approve Board of Supervisors Consent Agenda items 2 through 10, separating items 5 and 8, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

- 2. Consideration and possible action to approve the minutes from the Board of Supervisors meeting conducted January 18, 2021.
- 3. 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>
01/21/2021	EFT – 10922 – 10949	\$1,217,241.38
01/21/2021	Checks- 92103521 – 92103611	\$656,693.41

- 4. Consideration and possible action to approve District 2 Community Initiatives grant funding to Sunnyside Neighborhood Association of Flagstaff, in the amount of \$2,500.00, to help with costs associated with the continued airing time of the Sunnyside Radio station (\$1,500.00) which provide important news and programs to the local community and for the Wood for Warmth program (1,000.00) which provides free wood for those in need. **Board of Supervisors**
- 5. **Separated:** Consideration and possible action to approve District 2 Community Initiatives Grant funding to La Plaza Vieja Neighborhood Association, in the amount of \$1,500.00, for administrative support, program and continued neighborhood beautification. **Board of Supervisors**

Supervisor Horstman requested to add additional funding in the amount of \$500.00 from District 1.

Motion: Approve District 2's community initiative grant in the amount of \$1,500.00 and District 1's add on in the amount of \$500.00 to La Plaza Vieja Neighborhood Association, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

6. Consideration and possible action to approve District 2 Community Initiatives grant funding to The Nature Conservancy, in the amount of \$3,000.00, to be used to market and for execution of the Hart Prairie firewood program. **Board of Supervisors**
7. Consideration and possible action to approve the transfer of District 2 Community Grant Funding in the amount of \$10,000.00 to District 1 Community Grant Funding for support of the implementation of the new Coconino County program, the Northern Arizona Latinx Leadership Academy, including start up costs, staffing, curriculum, materials, supplies and facilitator fees. **Board of Supervisors**
8. Separated: Consideration and possible action to approve District 2 Community Initiative Grant funding to Flagstaff Downtown Business Alliance, in the amount of \$1,500.00, for support of securing the movie licensing and production costs associated with Movies Off the Square which promotes a free, family friendly event with a drive-in movie format. **Board of Supervisors**

Supervisor Horstman requested to add additional community initiative grant funding in the amount of \$500.00 from District 1 to the Flagstaff Downtown Business Alliance.

Motion: Approve District 2's community initiative grant funding to Flagstaff Downtown Business Alliance in the amount of \$1,500.00 and add on from District 1 to Flagstaff Downtown Business Alliance in the amount of \$500.00, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

9. Consideration and possible action to continue Food Program Permanent Service Agreement, ADE Contract # ED09-0001 with the Arizona Department of Education, for participation in the National School Lunch Program, School Breakfast Program, and the Food Distribution Program. **Juvenile Court**
10. Consideration and possible action to approve the appointment of Katie Mommaerts to the Coconino Hispanic Advisory Council for a four-year term expiring December 31, 2025. **Public Affairs**

Discussion and Possible Action Items:

11. Discussion, and possible direction regarding the SpaceX Rural Broadband project; pursuant to A.R.S. 38-431.03(A)(2), (A)(3), and (A)(4), the Board may enter into executive session to consider or discuss confidential records, determine its position regarding contracts under negotiation, and receive legal advice .
Information Technology

Deputy County Manager Joanne Keene introduced the item. She noted the presentation is a result of the County being proactive prior to the COVID-19 pandemic.

Deputy County Attorney Rose Winkeler noted the discussion within the presentation goes into potential contract terms and she recommended that at that time the Board enter executive session.

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

Chair Ryan called for a break at approximately 10:33 a.m. to allow time for the executive session.

The Board's meeting was held in a webinar using Zoom Software and their executive session was held in a Microsoft Teams meeting (virtually).

Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Judy Begay

Also Present: Information Technology Director Matt Fowler, Deputy Information Technology Director Helen Costello, Deputy County Manager Joanne Keene, Deputy County Manager Lucinda Andreani, County Manager Jimmy Jayne, Deputy County Attorney Rose Winkeler, Clerk of the Board Lindsay Daley

The Executive Session discussion on item #11 started at 9:55 a.m.

The Executive Session discussion on item #11 ended at 11:14 a.m.

Information Technology Director Matt Fowler and Deputy Information Technology Director Helen Costello left the executive session meeting at 11:14 a.m. and Human Resources Director Erika Philpot joined the executive session at 11:15 a.m.

Executive Session:

12. Discussion and consultation with attorneys to obtain legal advice, and give instructions to counsel regarding Pearlmuter v. Coconino County. Pursuant to ARS 38-431.03(A)(4) the Board may enter into executive session. **County Attorney**

Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Judy Begay

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

The executive session discussion on item #12 started at 11:16 a.m.

The executive session discussion on item #12 ended at 11:38 a.m.

Chair Ryan called for a break until 1:15 p.m.

Chair Ryan reconvened open session at 1:15 p.m.

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

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

13. Discussion of the Flood Control District financial status, consideration and possible action for approval of the Flood Control District to construct the Mount Elden Estates Flood Mitigation project by fully funding the project at a cost of \$550,000. **Flood Control**

Deputy County Manager/Flood Control District Administrator Lucinda Andreani provided opening statements and introduced the purpose of the presentation.

Vice Chair Fowler and Supervisor Archuleta joined the meeting at 1:18 p.m.

Engineer Christopher Tressler displayed a presentation that provided an overview on the status of Mount Elden Estates Flood Mitigation Project and a recommended plan for addressing reduction of revenues in FY2021.

Flood Administrator Lucinda Andreani highlighted various FY21 budget savings and reductions in the amount of \$1,797,000.00 as well as several budget implications in FY22 and FY23. She noted there is no longer a need for a General Fund transfer in FY21 and FY22 and that the Forest Restoration Initiative is fully funded for two years. The REPI Challenge Grant will be funding in FY22 and FY23. Staff is recommending that the district move ahead with the Mount Elden Estates Flood Mitigation project this spring prior to the monsoon.

The Board provided feedback on the information presented and expressed their support of moving forward with the Flood Control District plan to fully fund the construction of the Mount Elden Estates Flood Mitigation project in Fiscal Year 2021.

Flood Administrator Andreani answered questions related to efforts to mitigate flooding due to run-off from the Museum Fire; adding that there will be impacts if there is a monsoon event this summer.

Motion: Approve the Flood Control District to construct the Mount Elden Estates Flood Mitigation project by fully funding the project at a cost of \$550,000, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

Motion: Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

14. Update, discussion and possible action regarding the Coconino County Response to the COVID-19 pandemic, including testing, vaccine distribution and partnership opportunities. **County Manager**

Interim Health and Human Resources Director Kim Musselman provided information on current COVID-19 testing data and data reporting as well as, an update on vaccine distribution. She asked questions asked by Supervisor Horstman regarding a plan to distribute more vaccinations when they become available as the County and partners exceed the capacity to do so.

Health and Human Services Division Manager Michele Axlund spoke about the County's partnership with Flagstaff Shelter Services and their successful management of COVID-19 homeless residents.

County Manager Jayne and Interim Director Musselman spoke about vaccine availability and shortage.

Health and Human Services Division Manager Sarah Schildecke provided an overview of vaccine allocation and ordering timeline.

Interim Director Musselman highlighted partner vaccination operation capacity and described communications with each partner every Friday regarding to their vaccine allocations. She answered questions asked by individual Board members regarding vaccine allocation to partner agencies.

Deputy Public Works Eslir Musta spoke about President Biden's commitment to increase vaccine distribution.

Interim Director Musselman continued to speak about county staffing and volunteers providing vaccinations and answered questions related to vaccine availability.

Emergency Management Director Wes Dison highlighted logistics being addressed to facilitate scalable facilities and a BaseX facility and related logistic issues such as transportation, fueling, and set up/demobilization. He noted National Guard Task Force Meds Command is unable to deploy this week but two National Guard vaccinators will be provided in Flagstaff on February 8, 2021, with additional vaccinators and administrative support once the County can scale up to a BaseX facility. He highlighted costs associated with said facility and spoke about weekend traffic issues and Snow Play issues at Fort Tuthill.

Public Affairs Director Peterson briefly spoke about the increase in phone calls at the call center and additional COVID-19 communications and outreach. He played a video from 12news.com.

Health and Human Services Division Manager Michele Axlund provided an update on COVID-19 monthly response expenditures.

Information Technology Director Matt Fowler provided an update on IT solutions, which included a pre-demonstration of workflows that would make it easier for elderly or family members to make appointments for vaccinations for parents and others.

There was additional discussion between staff and the Board regarding policy direction/decisions and IT software solutions.

The Board provided feedback on the information presented.

Chair Ryan called for a break at 4:06 p.m. and reconvened open session at 4: p.m.

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 on current federal and state legislation. Individual Board members provided feedback on the information presented, with consensus of the Board to allow staff to move forward with legislation that reflect the values expressed by the Board. He further reviewed policy direction and decisions.

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

County Manager James Jayne displayed a plaque from the United States Census Bureau recognizing the County's efforts during the recent Census. He briefly spoke about upcoming Board 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, updated from county staff:
 - District 1 – Supervisor Patrice Horstman
 - District 2 – Supervisor Elizabeth C. Archuleta
 - District 4 – Supervisor Judy Begay
 - District 5 – Supervisor Lena Fowler
 - District 3 – Supervisor Matt Ryan
- Chair's Report

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

Supervisor Archuleta announced that she will be resigning as District 2 Supervisor from Coconino County. She read a resignation letter into the record, adding that she has been appointed by President Joe Biden to his administration.

Treasurer Sarah Benatar congratulated Supervisor Archuleta's and thanked for her service to the community, adding that she will miss her.

Executive Assistant to Supervisor Archuleta, Theresa Munoz, stated Supervisor Archuleta will soar like an eagle in Washington and she is so proud of her service to the County. She expressed her appreciation of the experience she has gained working with Supervisor Archuleta and told her to reach for the stars and hold on tight.

Deputy County Manager Lucinda Andreani spoke about Supervisor Archuleta's steadfast support for the citizens and for transformational relationships. She spoke about the impacts Supervisor Archuleta has had on the citizens and initiatives of the County.

Supervisor Begay and Supervisor Horstman expressed their appreciation for the work Supervisor Archuleta has done and will continue to do for the County. They spoke about her dedication and leadership.

Chair Ryan read several chat messages written on behalf of Supervisor Archuleta, thanking her for her service and offering well wishes.

County Manager Jayne spoke about Supervisor Archuleta's leadership and noted he felt she was the Dean of all Supervisors in the State, she leads with integrity and strength and cares about the messages she sends. He added that he respects and admires her for her passion for service and genuine care for the community.

Vice Chair Lena Fowler spoke about Supervisor Archuleta's leadership and the connection they have as well as Board members and as friends. She spoke about Supervisor Archuleta's compassion for the community and methodical representation of the County. She added that she will continue to learn from her and that she will always be a connection to the County.

Deputy County Manager Joanne Keene noted this is bittersweet. She added that Supervisor Archuleta has a sense of humor, is understanding and builds bridges and continues to care and work for the citizens of the County.

There being no further discussion, on behalf of Chair Ryan, Supervisor Archuleta adjourned the meeting at 5:40 p.m.

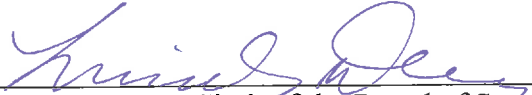
COCONINO COUNTY BOARD OF SUPERVISORS

(SEAL)



Matt Ryan, Chair

ATTEST:



Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 1/21/2021 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
10923	1933 - AMERIGAS PROPANE LP	3,002.95
10926	1019 - COCONINO COUNTY	1,457.39
10927	6136 - ELEVATION HEALTH SERVICES, LLC	6,050.00
10935	3078 - J BANICKI CONSTRUCTION INC	183,425.07
10936	1272 - JE FULLER HYDROLOGY AND GEOMORPHOLOGY INC	4,042.55
10939	1984 - NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST	950,942.52
10942	2625 - CAROLINE PILKINGTON	4,950.00
10944	2459 - RICHARD M SAMUELS PHD PLC	4,000.00
10945	4461 - SHAMROCK FOODS	9,983.01
10946	3614 - SUNEDISON HOLDINGS CORPORATION	3,001.51
10947	3126 - SUNED 14 MISC-B HOLDINGS LLC	1,472.25
10949	1341 - TYLER TECHNOLOGIES INC	39,358.68
92103526	1895 - ARIZONA PUBLIC SERVICE	1,739.36
92103527	1310 - APS SERVICES INC SOURCECORP	7,129.47
92103532	2530 - QWEST COMMUNICATIONS COMPANY LLC	6,159.94
92103533	2530 - QWEST COMMUNICATIONS COMPANY LLC	3,411.90
92103534	2530 - QWEST COMMUNICATIONS COMPANY LLC	6,245.78
92103535	6258 - CITY OF FLAGSTAFF	6,955.06
92103536	2023 - ATL, INC	3,268.81
92103538	1369 - HOLLIS JEFFREY COKER	2,195.90
92103539	1976 - CONSERVATION LEGACY	33,325.00
92103540	4943 - COURTESY CHEVROLET INC	31,118.29
92103541	4943 - COURTESY CHEVROLET INC	31,118.29
92103542	1312 - CRAFTCO INC	8,270.14
92103544	5553 - DAIKIN APPLIED AMERICAS, INC	15,289.00
92103546	4944 - DELTA DENTAL PLAN OF ARIZONA	61,925.88
92103547	6920 - DRIVER DISPATCH INC	4,495.00
92103548	1716 - EMPIRE SOUTHWEST LLC	1,234.20
92103551	1134 - FLAGSTAFF NATIVE PLANT & SEED	2,311.25
92103552	1783 - FLAGSTAFF PROPERTY MANAGEMENT INC	1,480.00
92103553	5692 - FLAGSTAFF SENIOR MEADOWS APARTMENTS	1,500.00
92103555	2201 - GRAINGER	2,814.18
92103560	1574 - KINNEY CONSTRUCTION SERVICES INC	208,711.17
92103561	3515 - LA CONSULTING INC	8,531.30
92103562	1016 - LAKE POWELL COMMUNICATIONS	2,883.53
92103567	2223 - MINNESOTA LIFE INSURANCE COMPANY	15,746.01
92103578	2956 - PUEBLO MECHANICAL & CONTROLS INC	1,456.25
92103583	6108 - SCHUCK DEVELOPMENT CORP	22,300.00
92103584	1721 - JAMES D SCHULTZ	36,929.16

92103585	1003 - SIMPSON TOOL BOX LLC	1,029.82
92103592	1690 - THOMSON REUTERS-WEST PAYMENT CENTER	8,221.16
92103593	3663 - TIMBERLINE DENTAL PLLC	1,400.00
92103595	5539 - MELVIN TUCKER	1,517.25
92103597	1755 - UNS GAS INC	1,342.27
92103598	2034 - UNITED REFRIGERATION INC	1,996.00
92103599	2903 - UNITED RENTALS (NORTH AMERICA) INC	1,830.31
92103604	1264 - VICTIM WITNESS SERVICES FOR COCONINO COUNTY	81,500.00
92103605	1546 - VISION SERVICE PLAN-CONNECTICUT	8,076.64
92103608	3075 - AMANDA J WILLEY	2,400.00