



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

SPECIAL SESSION, REGULAR SESSION AND EXECUTIVE SESSION MINUTES

February 9, 2021

4:00 p.m. Special Session (*Consent business items
and Discussion Items to be conducted during Special Session*)

6:00 p.m. Regular Session

Present: Chair Matt Ryan, Vice Chairwoman Lena Fowler, 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 meeting to order at 4:03 p.m. and led the pledge of allegiance.

Call to the Public:

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

Proclamation:

1. Consideration and possible action to approve a Proclamation designating February 6-13, 2021 as Court Reporting and Captioning Week. **Court Administration**

Superior Court Presiding Judge Dan Slayton described the history of court reporting and spoke about the amount of work court reporters contribute to the courtroom and the importance of their job.

Court Administrator Sharon Yates read the proclamation into the record.

Supervisor Horstman spoke about the importance of capturing and preserving the records of court proceedings.

Motion: Approve a Proclamation designating February 6-13, 2021 as Court Reporting and Captioning Week, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

Individual Board members spoke about the importance of Court Reporting and acknowledged the County’s Court Reporters.

Board of Supervisors Consent Agenda:

Motion: Approve Board of Supervisors Consent Agenda items 2 through 10, separating items 6, 7 and 10, **Action:** approve, **Moved by:** Supervisor Judy Begay, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

- 2. Consideration and possible action to approve the minutes from the Board of Supervisors’ meetings conducted January 19, 2021 and January 28, 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>
01/28/2021	EFT – 10954 – 10995	\$1,412,409.87
01/28/2021	Checks – 92103612 – 92103712	\$544,558.56

- 4. Consideration and possible action to appoint James Randall Parks, Precinct 92; Karen Sue Cooper, Precinct 21; and Kierra M. Campbell, Precinct 74, as Republican Precinct Committeepersons, each for a term to expire on October 1, 2022 and as requested by the Coconino County Republican Party, to fill vacancies created from a lack of candidates during the 2020 election. **Board of Supervisors**
- 5. Consideration and possible action to approve a \$450,000 budget appropriation increase to the Superior Court for mandated Mental Health Restoration to Competency Services for the County. **Courts**
- 6. **Separated:** Consideration and possible action to appointment Howard Brown from District 1 to the Coconino County Parks and Recreation Commission, commencing March 3, 2021 through March 2, 2027. **Parks and Recreation**

Supervisor Horstman spoke on behalf of items 6 and 7, acknowledging Howard Brown and Daniel Hiel's personally and requested that the Board approve their appointment.

Howard Brown stated he appreciates Supervisor Horstman's support and that he looks forward to serving on the Parks and Recreation Commission.

Daniel Hiel introduced himself and thanked Supervisor Horstman for the opportunity to serve on the Parks and Recreation Commission. He hopes that his past experiences help the Commission use all their resources.

Motion: Appointment Howard Brown from District 1 to the Coconino County Parks and Recreation Commission, commencing March 3, 2021 through March 2, 2027, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

7. **Separated:** Consideration and possible action to appoint Daniel Hiel from District 1 to the Coconino County Parks and Recreation Commission, commencing March 3, 2021 through March 2, 2027. **Parks and Recreation**

This item was approved by motion made during item #6.

8. Consideration and possible action to approve the Infrastructure Funding Agreement (IFA) and Memorandum of Understanding (MOU) between the ARIZONA@WORK Coconino Workforce Development Board, Coconino County, and designated workforce partners. **Public Affairs**
9. Consideration and possible action to approve the purchase of two (2) Ingot Silver 2021 Ford Transit Cargo Van under State Contract No. ADSPO17-166123 from Sanderson Ford in the amount of \$85,304.02. **Public Works**
10. **Separated:** Consideration and possible action to approve an amended Intergovernmental Agreement with Northern Arizona University, for Coconino County Education Service Agency, for partnership funding of grant award- Developing a Culturally Responsive Pedagogical Framework for STEM Self - Efficacy and Career interest in the middle grades- NSF Grant, in the amount of \$399,991.00, with a grant period from 07/15/2020 - 06/30/2023. **Superintendent of Schools**

Supervisor Horstman requested Superintendent of Schools Cheryl Mango-Paget provide an overview of the grant.

Superintendent of Schools Cheryl Mango-Paget noted the project will provide professional development for designing and implementing culturally responsible pedagogical framework for the STEM Self Efficacy and Career interest program in middle grade students. She added that there is an additional item forthcoming for high school students.

Supervisor Ryan noted for the record that he does not have a conflict with this item as it does not relate to his son, Shawn Ryan, who was not a part of this grant or project.

Superintendent of Schools Cheryl Mango-Paget affirmed that Supervisor Ryan reached out to her about the grant and that his son does not have anything to do with this program.

Motion: Approve an amended Intergovernmental Agreement with Northern Arizona University, for Coconino County Education Service Agency, for partnership funding of grant award- Developing a Culturally Responsive Pedagogical Framework for STEM Self - Efficacy and Career interest in the middle grades- NSF Grant, in the amount of \$399,991.00, with a grant period from 07/15/2020 - 06/30/2023, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

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.

Flood Control District Consent Agenda:

Motion: Approve the Flood Control District Consent Agenda, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Judy Begay. The motion passed unanimously.

11. Consideration and possible action to approve funds from the Flood Control District to the National Forest Foundation for the Bill Williams Mountain Steep Slope 2 Forest Restoration Project in the amount of \$1,000,000.00. **Flood Control**
12. Consideration and possible action to approve funds from the Flood Control District to the National Forest Foundation for the Mormon Mountain Mexican Spotted Owl Protected Activity Center Mechanical Thinning Project in the amount of \$300,000.00. **Flood Control**

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

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

Jail District Consent Agenda:

Motion: Approve the Jail District Consent Agenda, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Judy Begay. The motion passed unanimously.

13. Consideration and possible action to approve Amendment #3 to the Intergovernmental Agreement (IGA) #YH16-0018-02 with Arizona Health Care Cost Containment System (AHCCCS) to change rates for provided healthcare for qualified inmates of the detention facility during FY21, in the estimated annual amount of \$15,000.00. **Jail District**

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

Discussion and Possible Action Items:

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**

County Manager James Jayne introduced the item.

Interim Health and Human Resources Director Kim Musselman inquired if the Board is still interested in receiving the weekly Situation Report. The Board affirmed they really appreciate the report and thanked her for the work she does on a weekly basis.

Interim Director Musselman continued with a presentation that provided information on current COVID-19 testing data and data reporting as well as, an update on vaccine distribution. She answered questions asked by individual Board members related to vaccine distribution, testing and policy decisions.

County Manager Jayne spoke about a congressional staff briefing held today to talk about coordination and collaboration of the weekly vaccine administration capacity and availability.

Supervisor Patrice Horstman noted she was a part of the presentation with Interim Director Musselman and Emergency Management Director Wes Dison. She spoke about the great job they did in advocating for the County.

There was discussion between the Board and staff regarding the importance of vaccination advocacy.

Interim Director Musselman provided a brief update related to the review of potential software solutions; Eventbrite system and Arizona Department of Health's software system as well as others. She noted staff hopes to recommend confirmation of a system to deliver the essential components required by Health and Human Services by February 16, 2021.

Emergency Management Director Wes Dison reviewed staff's previous request to the state and FEMA related to vaccine administration capacity and availability. He provided an update on project BaseX and the amount of vaccines just received as well as, a request for additional staffing through FEMA and Arizona National Guard.

Interim Director Musselman provided an update on scaled up staffing for vaccination distribution, additional vaccine appointments, vaccine allocation and long-term care facilities and senior vaccine distribution.

The Board provided feedback on the information presented.

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 the current status of federal and state legislation.

The Board provided feedback on the information presented.

Chair Ryan called for a break at 5:58 p.m. and reconvened open session at 6:02 p.m.

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 Board meetings as well as County events and projects. He spoke about a proposed process for selection and appointment of a Supervisor for the empty District 2 Supervisor seat.

Public Affairs Director Eric Peterson further explained there could be a continuance of discussions into next week due to the volume of candidates.

The Board provided feedback on the suggested proposed process for appointment of District 2 Supervisor.

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
 - District 4 – Supervisor Judy Begay
 - District 5 – Supervisor Lena Fowler
 - District 3 – Supervisor Matt Ryan
- Chair's Report

The Board did not address this item.

6:00 p.m. - Regular Session

Present: Chair Matt Ryan, Vice Chairwoman Lena Fowler, 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 meeting to order at 6:10 p.m. and led the pledge of allegiance.

Call to the Public:

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

Public Hearing:

18. Public Hearing, consideration and possible action to adopt Ordinance 2021-03, approving a change of zoning regulations in the PC (Planned Community) Zone where CH-10,000 (Commercial Heavy, 10,000 sq. ft. minimum parcel size) zoning standards have been applied to allow increased lot coverage from 35% to 50% and to allow an increase in fence height from six to eight feet on a 4.82 acre parcel located on Shadow Mountain Drive in Bellemont; the property is identified as Assessor's Parcel Number 203-47-001N. **Community Development**

Presenter: Community Development Director Jay Christelman.

Powerpoint: Bellemont RV and Boat Storage ZC-20-013.

Community Development Director Jay Christelman provided a presentation that highlighted the applicant's request for a change of zoning regulations that would change two standards: 1) Increase lot coverage from 35% to 50% and, 2) Increase maximum fence height from six (6) feet to eight (8) feet.

Upon inquiry from Chair Ryan, Applicant Representative Jessica Sarkissian answered questions related to the conditions of the approval.

Chair Ryan opened the public hearing for public comment at 6:37 p.m.; seeing none, he closed the public hearing at 6:37 p.m.

Individual Board members provided feedback on the information presented.

Motion: Adopt Ordinance 2021-03, approving a change of zoning regulations in the PC (Planned Community) Zone where CH-10,000 (Commercial Heavy, 10,000 sq. ft. minimum parcel size) zoning standards have been applied to allow increased lot coverage from 35% to 50% and to allow an increase in fence height from six to eight feet on a 4.82 acre parcel located on the Shadow Mountain Drive in Bellemont; the property is also identified as Assessor's Parcel Number 203-47-001N, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay.

Chair Ryan stated for the record, the Board can make the findings to approve the item and that it meets public safety criteria.

Chair Ryan called for the question; the motion passed unanimously.

19. Public Hearing, consideration and possible action to adopt Ordinance 2021-04, approving a zone change from RS (Residential Single-family, 6,000 sq. ft. minimum parcel size) to the PC (Planned Community) Zone with approval of a master development plan and subdivision preliminary plat on seven parcels totaling 40.23 acres in Kachina Village; the property is located at the northeast corner of Kachina Village on the west side of I-17 and north of Tovar Trail and is identified as Assessor's Parcel Numbers 116-12-001A and 116-30-048F, 048G, 048H, and 048J; 116-55-063J and 063K. **Community Development - *At the request of the Applicant, the Board may continue this item to a future meeting date.***

Community Development Director Jay Christelman stated items 19 and 20 are to be continued to a date not certain to allow time for final results of a traffic impact study.

Motion: Move to continue this matter, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

Action Item:

20. Public Hearing, consideration and possible action to adopt Resolution 2021-03, approving a Subdivision Preliminary Plat on seven parcels totaling 40.23 acres in Kachina Village; the property is located at the northeast corner of Kachina Village on the west side of I-17 and north of Tovar Trail and is identified as Assessor's Parcel Numbers 116-12-001A and 116-30-048F, 048G, 048H, and 048J; 116-55-063J and 063K. **Community Development - *At the request of the Applicant, the Board may continue this item to a future meeting date.***

Community Development Director Jay Christelman stated this is associated with item 19, to be continued with a date uncertain along.

Motion: Continue this item for a date yet to be determined, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

Motion: Move to enter executive session, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

Executive Session:

21. Discussion with the Board's legal counsel regarding the County's license agreement with the North Pole Experience. Pursuant to ARS 38-431.03(A)(3) and (A)(4) the Board may enter executive session for discussion and legal advice.
County Attorney

Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Judy Begay were present via Microsoft Teams virtual technology.

Absent: The District 2 Supervisor position was vacant for this meeting.

Also Present: Deputy County Manager Joanne Keene, Deputy County Manager Lucinda Andreani, County Manager Jimmy Jayne, Parks and Recreation Director Cynthia Nemeth, Deputy County Attorney Aaron Lumpkin, Deputy County Attorney Rose Winkeler, Clerk of the Board Lindsay Daley.

The Board entered executive session at 6:55 p.m.

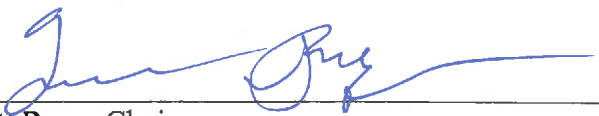
Chair Ryan adjourned the executive session at 7:45 p.m.

Chair Ryan reconvened open session at 7:45 p.m. He noted the Board would return at this time to address item 16.

There being no further discussion, Chair Ryan adjourned the meeting at 7:50 p.m.

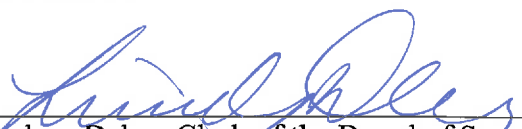
COCONINO COUNTY BOARD OF SUPERVISORS

(SEAL)



Matt Ryan, Chair

ATTEST:



Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 1/28/2021 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
10955	1933 - AMERIGAS PROPANE LP	1,640.00
10956	6726 - REBECCA E BROWNING	1,600.00
10958	2757 - CINDY MAY	3,600.00
10959	1019 - COCONINO COUNTY	8,556.52
10960	1019 - COCONINO COUNTY	12,852.86
10961	1019 - COCONINO COUNTY	402,935.20
10962	1019 - COCONINO COUNTY	34,915.70
10963	1019 - COCONINO COUNTY	80,518.20
10964	1019 - COCONINO COUNTY	77,205.72
10965	1019 - COCONINO COUNTY	334,379.12
10966	1019 - COCONINO COUNTY	165,043.80
10967	1019 - COCONINO COUNTY	57,991.31
10968	1019 - COCONINO COUNTY	24,813.85
10969	1371 - KIMBERLY K CONLEY	1,155.00
10971	1368 - FLAGSTAFF ARTS COUNCIL	8,000.00
10973	6532 - TAYLOR W FOX, PC	1,089.00
10974	4997 - THE GUIDANCE CENTER INC	4,000.00
10975	2651 - H&H TREATMENT PROGRAMS LLC	3,705.00
10977	6278 - MELISSA A LAGIES	2,644.50
10982	4445 - PAGE UTILITY ENTERPRISES	1,600.00
10983	3065 - GREGORY THOMAS PARZYCH	1,142.00
10984	4447 - PERSONNEL SAFETY ENTERPRISES/ZEE MEDICAL	1,672.88
10985	1735 - PTS OF AMERICA LLC	10,313.00
10986	2851 - PRO PETROLEUM INC	58,697.21
10989	4461 - SHAMROCK FOODS	4,707.43
10990	1257 - TERRY MARXEN CHEVROLET CADILLAC	6,200.80
10991	1512 - TIFFANY CONSTRUCTION COMPANY	92,645.84
10993	1406 - KATHY A TURNER	2,647.59
92103612	1149 - ARIZONA COUNTIES INSURANCE POOL	173,377.20
92103614	1 - AFLAC PREMIUM HOLDING	3,443.24
92103617	1895 - ARIZONA PUBLIC SERVICE	5,349.81
92103620	4429 - BIG BROTHERS BIG SISTERS OF FLAGSTAFF	2,165.52
92103622	5002 - BUFFALO FENCE & BARN COMPANY INC	1,580.00
92103628	6258 - CITY OF FLAGSTAFF	2,778.53
92103629	4471 - CITY OF WILLIAMS	1,600.00
92103633	5813 - CONSTANT AND ASSOCIATES, INC	9,999.80
92103635	2478 - ECONOMIC COLLABORATIVE OF NORTHERN ARIZONA	20,000.00
92103643	2201 - GRAINGER	1,666.23
92103645	1702 - GREATER FLAGSTAFF FORESTS PARTNERSHIP INC	7,500.00
92103648	6477 - HYE TECH NETWORK & SECURITY SOLUTIONS, LLC	13,199.81

92103649	6636 - EDWARD J DOBBERTIN, JR	1,555.05
92103650	2729 - INTRADO LIFE & SAFETY, INC	1,053.00
92103651	5318 - THE J STREIFF LAW FIRM, PC	4,259.50
92103652	5995 - JCJ ARCHITECTURE, PC	10,890.00
92103653	2401 - KONICA MINOLTA BUSINESS SOLUTIONS USA INC	2,090.54
92103654	2056 - LABORATORY CORPORATION OF AMERICA	1,107.60
92103655	2892 - LANCASTER LEADERSHIP	1,700.00
92103656	4842 - LANMOR SERVICES INC	41,310.29
92103659	6646 - SILVERMAN, MATTHEW JAMES	1,020.05
92103663	6362 - ANNA NELSON	1,440.00
92103666	5807 - NORTHERN BROADCAST INC	1,500.00
92103674	1243 - PERFORMANCE STRATEGIES	6,985.54
92103676	1995 - FLAGSTAFF PRECISION RESTORATION SERVICES LLC	1,225.00
92103679	2403 - JEFFREY J RICE	1,300.00
92103682	6518 - JESSE SENSIBAR	1,500.00
92103687	5099 - STATE OF ARIZONA	135,020.00
92103690	1282 - STERICYCLE INC	5,928.68
92103692	10 - SUPPORT PAYMENT CLEARINGHOUSE	3,793.17
92103694	1829 - TALX CORPORATION	2,900.00
92103696	1755 - UNS GAS INC	1,379.78
92103697	1755 - UNS GAS INC	10,190.59
92103702	8 - VANTAGEPOINT TRANSFER AGENTS 303590	4,044.18
92103703	5173 - CELLCO PARTNERSHIP	15,365.65
92103704	5173 - CELLCO PARTNERSHIP	3,810.64
92103705	5173 - CELLCO PARTNERSHIP	2,773.81
92103707	5169 - VOYA INSTITUTIONAL TRUST COMPANY	5,725.83
92103709	3075 - AMANDA J WILLEY	1,567.10
92103712	2808 - YAVAPAI COUNTY GOVERNMENT	12,984.25