



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

REGULAR SESSION MINUTES

Tuesday, March 24, 2020

**10:00 a.m. – Regular Session
Immediately followed by Discussion and Possible Action Items
1:15 p.m. - Discussion and Possible Action Items continued**

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

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

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

Chairwoman Fowler called the meeting to order at 10:09 a.m. and led the pledge of allegiance.

Call to the Public: There were no comments from the public.

Appointments:

1. Consideration and possible action to confirm the appointment of Joanne Keene as Deputy County Manager. **Human Resources**

County Manager Jimmy Jayne spoke about Joanne Keene, her background and welcomed her. Joanne Keene spoke to the Board and her appreciation for being there.

Motion: Move to approve the appointment of Joanne Keene as Deputy County Manager, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

Proclamation:

2. Consideration and possible action to approve a Proclamation designating April 2020 as Child Abuse Prevention Month. **Board of Supervisors**

County Manager Jayne noted someone was on the phone to speak to the item.

Supervisor Babbott read the proclamation into the record.

Motion: Move the approval of the proclamation, **Action:** approve, **Moved by:** Supervisor Art Babbott, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

Board of Supervisors Consent Agenda:

Motion: Move to approve Consent Agenda items 3 through 19, with the exception of items 6, 7, 10 and 11, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

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>
03/05/2020	EFT – 7922 – 7956	\$162,154.15
03/05/2020	Checks – 92005997 – 92006117	\$270,061.84
03/12/2020	EFT – 7957 – 8012	\$1,720,757.82
03/12/2020	Check - 92006118 – 92006306	\$2,537,457.60

4. Consideration and possible action to approve the appointment of Marina Vasquez, Precinct 8, to fill a vacancy left by Joe Bader; Amanda Wheeler, Precinct 22; Mary Hafner, Precinct 22; Denice Napoletano, Precinct 62; Floyd Stevens, Precinct 94; Bobby James Bennett Sr., Precinct 95 and Judith Mathus, Precinct 97, as Democratic Precinct Committeepersons, each for a term to expire on October 1, 2020 and as requested by the Coconino County Democratic Party, to fill vacancies created from a lack of candidates during the 2018 election. **Board of Supervisors**
5. Consideration and possible action to appoint Gail Tobin, Precinct 79, as a Republican Precinct Committeeperson for a term to expire October 1, 2020 as requested by the Coconino County Republican Party to fill vacancies from a lack of candidates during the 2018 election. **Board of Supervisors**

6. **Separated:** Consideration and possible action to approve Community Grant funding from District 1 in the amount of \$890.00 to Terrabirds for technical assistance to Kaibab Estates West Community Gardens project. **Board of Supervisors**

Supervisor Parks requested to add additional funding in the amount of \$500.00 from District 4.

Motion: Move to approve Community Grant funding from District 1 in the amount of \$890.00, plus \$500.00 from District 4, for a total of \$1,390.00, to Terrabirds for technical assistance to Kaibab Estates West Community Gardens project, **Action:** approve, **Moved by:** Supervisor Jim Parks, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

7. **Separated:** Consideration and possible action to approve Community Grant funding from District 1 in the amount \$500, District 2 in the amount \$500, District 3 in the amount \$500, District 4 in the amount \$1,500 and District 5 in the amount \$500, for a total amount of \$3,500, to the Lance Davison Memorial High Country Stand Down. **Board of Supervisors**

Supervisor Parks stated that the Lance Davison Memorial High Country Stand Down is something the County has put on for several years for at-risk and homeless Veterans. It has been a great success in the past. The Stand-Down has been postponed from May 15th until Sept 11th.

Motion: Approve Community Grant funding from District 1 in the amount \$500, District 2 in the amount \$500, District 3 in the amount \$500, District 4 in the amount \$1,500 and District 5 in the amount \$500, for a total amount of \$3,500, to the Lance Davison Memorial High Country Stand Down, **Action:** approve, **Moved by:** Supervisor Jim Parks, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

8. Consideration and possible action to approve a budget adjustment transfer of \$3,355 from District 1 Community Initiative CREC Environmental Funds to the Coconino County Flood Control District for forest restoration administration. **Board of Supervisors**
9. Consideration and possible action regarding approval of a budget adjustment from District 5 Community Initiatives funds in the amount of \$6,000 to District 5 Operations to increase financial support for District 5 operations. **Board of Supervisors**
10. **Separated:** Consideration and possible action to approve a Community Grant Funding request from District 4 in the amount of \$5,000.00 to the Forest Lakes Fire District to assist in providing continued emergency services and to purchase medical supplies to treat the sick and injured. **Board of Supervisors**

Supervisor Parks stated this money will be given to Forest Lakes Fire District to provide medical supplies and personal protection equipment. Forest Lakes Fire District is going to provide a used ambulance that then will be provided to Tuba City for emergency services.

Motion: Approve a Community Grant Funding request from District 4 in the amount of \$5,000.00 to the Forest Lakes Fire District to assist in providing continued emergency services and to purchase medical supplies to treat the sick and injured, **Action:** approve, **Moved by:** Supervisor Jim Parks, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

11. **Separated:** Consideration and possible action to approve a Community Grant Funding request from District 1 in the amount of \$5,000.00 to Williams Elementary School to assist with costs of the elementary Fit Kids program. **Board of Supervisors**

Supervisor Ryan said the funding to Williams Elementary School to assist with costs of the elementary Fit Kids program is provided by Supervisor Babbott for stepping up for a program in need.

Supervisor Ryan requested to add an additional \$500 from District 3.

Supervisor Ryan **moved to approve** the community grant funding request from District 1 in the amount of \$5,000.00, adding \$500 from district 3 Williams Elementary School to assist with costs of the elementary Fit Kids program and \$1,000 from District 4.

Supervisor Parks requested to add an additional \$1,000 from District 4.

Supervisor Ryan amended his motion include \$1,000 from District 4.

Supervisor Art Babbott **seconded the motion** noting the revised amount was a total of \$6,500.00.

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

12. Consideration and possible action to approve a budget adjustment from Community Initiative funding from District 2 in the amount of up to \$3,000, for the Call to Artists for the Sawmill Multicultural Art and Nature County Park art exhibit. **Board of Supervisors**

Supervisor Archuleta commented that the funds from item #12 will be going to the County Parks and Recreation Department.

13. Consideration and possible action to approve a settlement via stipulated judgment in 1416 Route 66 Eat LLC v. Coconino County (TX2018-000993), with direction authorizing the County Attorney to sign and file the proposed draft Stipulated Judgment with the Arizona Tax Court on the County's behalf and, directing the Assessor and Treasurer to comply with the terms of this judgment upon receipt of a copy signed by the Court. 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 settlement in order to resolve this litigation. **County Attorney**

14. Consideration and possible action to approve a \$360,000 budget appropriation increase to the FY2020 County Manager Contingency Fund for mandated Mental Health Restoration to Competency Services for the County. **Courts**
15. Consideration and possible action regarding approval of Fiscal Year 2021 Employee Benefit Plan Renewals and Changes. **Human Resources**
16. Consideration and possible action to approve and accept the amended and restated Welfare Benefit Plan, effective July 1, 2019, as detailed in the FY20 Health and Welfare Cafeteria Plan Document. **Human Resources**
17. Consideration and possible action to approve the Second Amendment to Option and Purchase Agreement for the Sale of Development Rights over 165 Acres of the Frontiere Property through the Army Compatible User Buffer Program for \$852,300. **Parks and Recreation**
18. Consideration and possible action to approve Resolution 2020-26, approving an amended and restated permanent easement for wells, drainage, sewer, and water pipelines that are at and extend from Fort Tuthill County Park. **Parks and Recreation**
19. Consideration and possible action to approve an Education Agreement between Northern Arizona University and the Superintendent of Schools to provide a tuition reduction program to Coconino County district schools. **Superintendent of Schools**

Motion: Move to resolve as the Flood Control District Board of Directors, **Action:** approve, **Moved by:** Supervisor Art Babbott, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

Flood Control Consent Agenda:

20. Consideration and possible action regarding approval of the Museum Fire On-Forest Grade Control RAC Grant Improvement Project, with construction costs at \$200,000.00. **Flood District**

Deputy County Manager/Flood Control Administrator Lucinda Andreani spoke about the alluvial fan below the burn area of the Museum Fire. She stated the project was to retain the functionality of the alluvial fan.

Supervisor Babbott expressed his appreciation of the Flood Control District staff. He noted they will be providing a presentation to residents in the area on Monday.

Deputy County Manager/Flood Control Administrator Lucinda Andreani stated they are developing additional projects for the Western tributary as well as in the Mount Elden neighborhood itself. Staff has applied for a grant to secure funds.

Supervisor Parks stated that this seems like a good project to help solve future problems.

Deputy County Manager/Flood Control Administrator Lucinda Andreani said it will help, although there could still be flooding it will help to slow the water down.

Motion: Move to approve item #20, the Flood Control District Consent Agenda, **Action:** approve, **Moved by:** Supervisor Art Babbott, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

Motion: Move to resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

Motion: Move to resolve as the Health District Board of Directors, **Action:** approve, **Moved by:** Supervisor Jim Parks, **Seconded by:** Supervisor Elizabeth Archuleta. The motion passed unanimously.

Health District Consent Agenda:

21. Consideration and possible action regarding approval of a FY20 Budget funding adjustment for three positions and move the amount of \$29,781.56 to operations for FY20 for vehicle damage payments. **Health District**

Health and Human Services Director Thomas Pristow was present telephonically and explained the funding to be used for three positions and also allow his salary to be paid by the Health and Human Services District and the Health District. He said the funding is sustainable and does not put stress on the budget.

Supervisor Ryan noted he requested more information from Mr. Pristow about the administrative specialist I position.

Mr. Pristow noted the position will be a pivot position for the new building as it is being designed.

Motion: Move to approve item #21, which is the Health District Consent Agenda, **Action:** approve, **Moved by:** Supervisor Art Babbott, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

Motion: Move to resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Jim Parks. The motion passed unanimously.

Public Hearing:

22. **Public Hearing**, consideration and possible adoption of Ordinance 2020-02, approving a zone change from RR-5 (Rural Residential 5-acre minimum) to RR-2 (Rural Residential 2-acre minimum) on a 5.28 acre parcel in Fort Valley Pines; the property is located at 5837 Rudd Tank Road in the Fort Valley Area, also known as Fort Valley Pines Unit 1, Lot 2 and Assessor's Parcel Number 300-42-001R; applicant is Renee Turza-Chlebek of Willowbrook, IL. **Community Development**

Director Jay Christelman introduced the item and noted applicant Renee Turza-Chlebek was present telephonically. He spoke about the subject property and surrounding land use and displayed a map of the area and proposed development. He went over the citizen participation plan, which included 4 neighbors who had no concerns. He reviewed the findings that need to be made for approval of the item.

Supervisor Babbott asked Director Christelman to confirm that the floodplain map is in delineation of the most recent data.

Director Christelman affirmed it reflects the most recent data that will be used to determine wastewater system needs.

Applicant Renee Turza-Chlebek stated she does not have any comments at this time.

Chair Fowler opened the public hearing for public comment; there being none, she closed the public hearing.

Supervisor Art Babbott moved to approve item #22 as written.

There was discussion on the motion.

Supervisor Ryan stated there is enough evidence provided by Planning and Zoning in order to make the findings.

Supervisor Jim Parks seconded the motion.

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

Action Item:

23. Consideration and possible action to approve Resolution 2020-15, amending the Fort Valley Pines final plat to allow for a split of lot 2, parcel number 300-42-001R, increasing the number of lots to five in total. **Community Development**

Director Christelman stated this item is in relation to item #22 that was just approved.

Motion: Move to approve item #23 as written, approving Resolution 2020-15, amending the Fort Valley Pines final plat to allow for a split of lot 2, parcel number 300-42-001R, increasing the number of lots to five in total, noting the findings can be made for this Resolution and the amendment of the final plat, **Action:** approve, **Moved by:** Supervisor Art Babbott, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

Individual Board members thanked the applicant for calling in for the item.

Discussion and Possible Action Items:

24. Update and discussion regarding the novel (new) coronavirus, COVID-19, and preparation efforts being made. **County Manager**

Deputy County Manager Marie Peoples thanked the staff that has helped in the response to COVID-19. She spoke about the timeline of the response to COVID-19 and went over current test results and laboratory testing facilities. She provided information on positive tests, testing kits and personal protection equipment.

She answered questions asked by individual Board members related to distribution of testing kits, personal protection equipment, mental health and addiction issues. She noted there are hard decisions being made and spoke about securing a contract with Hotel Aspen.

Supervisor Ryan asked Dr. Peoples to explain further how they are referring people from partner agencies that are requesting supplies or donating items.

Dr. Peoples said they are triaging things and trying to be responsive to first responders. She stated they are coming through the web Emergency Operations Center (EOC) and email that has been set up.

Chairwoman Fowler spoke about work being done at the Emergency Operations Center and staff.

Dr. Mike Carroll, Chief Medical Officer of Health Choice Arizona, went over what Health Choice has accountability for and spoke about individuals caring for themselves and family. He stated the Board has provided exceptional leadership as well as, County staff and Dr. Peoples.

Dr. Peoples asked Dr. Carroll to expand a little bit on long-term planning, quarantine and the mass surge they are expecting.

Dr. Carroll said it is unknown and evolving but he is working closely with state Medicaid. He did not think a 14-day mandatory quarantine for key personnel will work. He noted we need to mobilize volunteers who are healthy to be part of food distribution and support community organizations helping with things such as hotel management.

Individual Board members provided feedback on the information presented and expressed their concerns with various elements of the COVID-19 pandemic.

County Manager Jayne said the Grand Canyon is looking at guidance from the County about closing.

Public Affairs Director Eric Peterson stated most folks are in support of the Grand Canyon closing, but does not know the Governor's position.

Chair Fowler stated that Glen Canyon has closed with only essential staff.

The Board and staff held a lengthy discussion regarding park and business closures, social distancing, daily Governor calls and meetings via telephone and/or virtual.

Chair Fowler stated there is so much that needs to be considered. There is a lot of conversations and a lot of learning and she appreciates staff's work.

Eric stated that Coconino County got an F for sheltering in place.

Supervisor Ryan stated that he knows that Supervisors have been on the phone with Senators and each have been reaching out to legislature and Governor with needs. We are all going through discovery and it depends on localized effectiveness.

Chairwoman Fowler called for a break at 12:15 p.m. and reconvened the meeting at 1:23 p.m.

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

25. Presentation, discussion and possible direction regarding the implementation of an Electric Vehicle Deployment Plan for Coconino County. Public Works

Presenters: Deputy Public Works Director Eslir Musta and Fleet Services Supervisor Dave Caskey.

Powerpoint: Electric Vehicle Deployment Plan for Coconino County.

Deputy Public Works Director Eslir Musta presented a powerpoint that highlighted information shared at a previous Board meeting held in November about a proposed Electric Vehicle Deployment Plan for Coconino County.

He reviewed energy-related CO2 emissions by sector in the US economy- annual energy outlook, fuel efficiency standards in the United States, car sales by class size in the U.S. market and vehicle fuel type, global sales of electric vehicles (2018) and current options in the market related to global, national and regional trends in fleet- electric vehicles.

Fleet Services Supervisor Dave Caskey thanked the Board for moving forward with replacement of fleet as it has made a big difference. He spoke about county fleet advancements.

Supervisor Babbott left the meeting at 1:41 p.m. and returned at 1:42 p.m.

Mr. Caskey continued to review County fleet advancements, miles per gallon improvements, lowered average age of fleet and screening criteria for electric vehicle candidates in county fleet.

Supervisor Ryan and Supervisor Parks both left the meeting at 1:57 pm.

Deputy Director Musta spoke about the King Street Campus with an electric vehicle charging station.

County Sustainability Manager Amanda Acheson appeared telephonically to speak about the earth fair and having people test the vehicles.

The Board, Deputy County Manager/Public Works Director Lucinda Andreani and Deputy Director Musta discussed the information presented.

26. Presentation, discussion and possible action to approve the Final Draft of the Parks & Recreation Master Plan. **Parks and Recreation**

Presenter: Parks and Recreation Director Cynthia Nemeth.

Powerpoint: Parks and Recreation Master Plan – Your Parks, Your Future.

Parks and Recreation Director Cynthia Nemeth spoke about the Master Planning process; describing the goals and objectives. She presented a powerpoint that highlighted goals to increase county-wide level of service, enhance program and service delivery, improve park facilities and amenities, optimize park and program operations and, improve financial position of CCPPR.

Supervisor Archuleta left the meeting at 2:33 pm and returned at 2:34 p.m.

Director Nemeth stated the next steps are to work with the Board and Parks and Recreation Commission to create a 5 year plan that utilizes the information in the Master Plan and begin an educational campaign and review funding options.

Chair Fowler stated it has been a long process and thanked staff for all their hard work.

Supervisor Archuleta thanked staff for all the open houses and stated that everything mentioned in the presentation is spot on. She spoke about various recreation opportunities.

Supervisor Babbott noted that flexibility and nimbleness is important. He said the Master Plan was a great document where a lot of time was spent out of Flagstaff and that is important.

Director Nemeth explained that this is a final draft of the Master Plan and she would be happy to talk about any modifications that may be needed. The Parks and Recreation Commission has been very involved and engaged and attended the outreach meetings.

Supervisor Parks thanked staff for their work on the Plan. He likes the idea of exploring funding and staff should try to get with the City to get some of those funds. He likes the idea of getting 100% cost recovery for that.

Supervisor Ryan returned to the meeting at 2:51 p.m.

Supervisor Ryan stated a lot of work has gone into the Plan and he likes the idea that we cannot over promise as we have limited resources. He thanked staff for the Plan and felt that once they are at the point of implementing it, then it may be able to be done incrementally.

Chair Fowler thanked Director Nemeth and stated that although there is limited dollars, the Board is supportive in how we can improve parks and programs. She stated that partnerships are important to accomplish more.

Parks and Recreation Commissioner Brian Blue appeared telephonically and stated that the outreach that was done was phenomenal. He stated he would vote to approve the document as presented.

Motion: Move to approve the Parks and Recreation Master Plan, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Art Babbott. The motion passed unanimously.

Chair Fowler called for a break at 3:00 p.m. and reconvened the meeting at 3:45 p.m.

27. Consideration and possible action regarding selection and appointment of a chair and vice chair from among the Board of Supervisors to serve a term that begins March 24, 2020 and ends December 31, 2020. **Board of Supervisors**

Chair Fowler spoke about this being the time of year that the chairmanship transitions.

Supervisor Babbott expressed his appreciation of the work Chair Lena Fowler and Vice Chair Jim Parks have done. He stated that this will be an important time where the person who is Chair will need to communicate do a lot of communicating. Supervisor Babbott nominated Supervisor Archuleta to be Chair and Supervisor Fowler to be Vice Chair. He stated that this is the normal rotation time.

Supervisor Ryan stated that Chair Fowler has done a great job. He stated that we are in uncharted territory and the Board needs to be all hands on deck and need to be communicating, using each person's skill set. There are some Supervisors that have elections right now and it makes sense to keep continuity.

Supervisor Parks stated that Chair Fowler has done an excellent job. He stated that she has taken on the COVID issue with a lot of passion and he would like to see her remain as Chair because he doesn't want to a disrupt the response right now, but understands that it is the natural rotation time. He stated that he likes the idea of maybe having co-chairs. He stated he was looking forward to being Chair but has a campaign to run. He knows that both Chair Fowler and Supervisor Archuleta are both capable of doing it.

Supervisor Archuleta stated that she agrees that they all will need to work together in this unprecedented time. That not one person is going to be untouched. She welcomes the opportunity to be Chair with Supervisor Fowler as Vice Chair. Chair Fowler has done a great job taking care of staff.

Chair Fowler stated that there are great skills with the Board and that they care about each other and work well together and are conscientious of each other. Adding that she is willing to continue as the Vice Chair. We are just at the beginning and of this scary time. She complimented County Manager Jayne and stated that as a Board, they will need to have open communication.

Supervisor Babbott spoke about Dr. Carroll's statement regarding the need to walk through this time with kindness.

Motion: Move to appoint Supervisor Liz Archuleta as Chair and Supervisor Fowler as Vice Chair into January 2020, **Action:** approve, **Moved by:** Supervisor Art Babbott, **Seconded by:** Supervisor Matt Ryan. The motion passed unanimously.

Supervisor Archuleta stated that Supervisor Fowler's leadership has been extraordinary. She looks forward to working together and with the other supervisors as well.

28. 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 an update on proposed legislation being considered in response to COVID-19.

Individual Board members provided feedback on the information presented.

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

County Manager Jayne provided an update on various departments working virtually from home as well as, limited staffing various offices working by appointments only. He answered questions asked by individual Board members related to the information presented.

Deputy County Manager/Public Works Director Lucinda Andreani spoke about what they are putting in place at the Health and Human Services building, the rental assistance program and the call center.

30. Roundtable: To be discussed. Pursuant to A.R.S. § 38-431.02(H), these matters will not 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 3 – Supervisor Matt Ryan
 - District 2 – Supervisor Elizabeth Archuleta
 - District 4 – Supervisor Jim Parks
 - District 5 – Supervisor Lena Fowler

Individual Board members provided updates related to their respective Districts.

There being no further discussion, Chairwoman Fowler adjourned the meeting at 5:35 p.m.


COCONINO COUNTY BOARD OF SUPERVISORS

(SEAL)



Lena Fowler, Chair

ATTEST:



Lindsay Daley, Clerk of the Board of Supervisors

