



OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND BOARD OF DIRECTORS OF THE COCONINO COUNTY JAIL DISTRICT

SPECIAL SESSION AND REGULAR SESSION MINUTES

August 10, 2021

3:00 p.m. – Special Session

6:00 p.m. – Regular Session

Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Jeronimo Vasquez and Supervisor Judy Begay were present virtually via Zoom meeting technology.

Also Present: County Manager Steve Peru, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Sue Brown, Deputy County Attorney Rose Winkeler, 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 3:10 p.m.

Call to the Public:

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

Discussion and Possible Action Items:

1. Presentation, discussion, update and possible direction regarding American Rescue Plan funding. **County Manager**

County Manager Steve Peru displayed a presentation that provided an update on Treasury Guidance, County progress, the summer timeline and moving forward with allocating funding.

Deputy County Manager Andreani provided follow-up comments related to the impacts of COVID and opportunities for investments in order to address past issues and issues moving forward.

Finance Director Siri Mullaney noted staff will bringing a more finalized draft back to the Board on August 24th.

County Manager Peru spoke about plans to look at various needs and impacts of funding and finalize an internal funding matrix. He noted the County is working with non-profit organizations. Dr. Guzman with the Rural Policy Institute and Economic Development Manager Chris Paterz are reviewing data from a survey done by small business related to pandemic impacts.

Individual Board members provided feedback on the information presented.

Chair Ryan called for a break at 3:42 p.m. and reconvened open session at 3:48 p.m.

2. Presentation and Discussion with County Supervisors Association Executive Director, Craig Sullivan, in regard to activities of the County Supervisors Association, including a discussion of the recent legislative session. **County Manager**

County Manager Peru noted this item will update the Board on everything that's happened in this past year during the legislative session.

Santa Cruz County Supervisor Rudy Molera stated it was a pleasure to be present for the meeting and to be able to see and speak to the Board again.

County Supervisors Association Executive Director Craig Sullivan provided a presentation that outlined the purpose of CSA and its goals, the importance of intergovernmental governance, the CSA Board of Directors, strategic initiatives related to COVID-19 response, relevant County items and CSA Adopted Legislative Priorities.

The Board thanked Mr. Sullivan and Supervisor Molera for the presentation and provided feedback on the information presented.

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

Health and Human Services Director Kim Musselman provided an update on vaccination percentages, current COVID-19 testing data and community testing locations. She answered questions related to current testing locations, various home vaccinations and vaccinations needed.

County Manager Peru noted staff is at capacity with the work being done. He spoke about grants that may be available to increase staffing.

Individual Board members provided feedback on the information presented and stressed the importance of the public's need to continue to be vaccinated.

3. Discussion, update and possible direction to staff regarding state and/or federal legislative and/or administrative matters. **County Manager**

County Manager Peru highlighted various 2021 legislative proposals as summarized by the County Supervisors Association (CSA).

The Board provided feedback on the legislative proposals, expressing their recommendations on advocacy.

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

This item was not addressed by the Board.

6. 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 Jeronimo Vasquez
 - 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 events, projects and meetings they've attended relative to their respective districts and committee appointments.

6:00 p.m. – Regular Session

The Board of Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Jeronimo Vasquez were present virtually via Zoom meeting technology. Supervisor Judy Begay was present telephonically.

Also Present: County Manager Steve Peru, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Sue Brown, Deputy County Attorney Rose Winkeler, Finance Director Siri Mullaney, 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 6:05 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.

Board of Supervisors Consent Agenda:

Motion: Accept the Board of Supervisors Consent Agenda from number 7 through 17, separating items 9, 10, and 12, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

7. 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>
07/29/2021	EFT – 12353 – 12402	\$1,625,520.60
07/29/201	Check – 92200499 – 92200577	\$475,283.52

8. Consideration and possible action to reappoint Don Walters to the Planning and Zoning Commission from District 4, for a term to expire June 30, 2025. **Community Development**
9. **Separated:** Consideration and possible action to reappoint Sat Best to the Planning and Zoning Commission from District 1, for a term to expire June 30, 2025. **Community Development**

Supervisor Horstman thanked Mr. Best for his service on the Planning and Zoning Commission.

Motion: Move to reappoint Sat Best to the Planning and Zoning Commission from District 1, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor

There was discussion on the motion.

Individual Board members thanked Mr. Best for his service.

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

Sat Best said it has been a pleasure and fun to serve 18 years on the Commission. He feels his job is to live up to the values and he enjoys the people he works with. He noted he shows up with an open mind and looks forward to the next three years.

County Manager Peru thanked Mr. Best for his service and spoke about the importance of all the work done by individuals that serve as a volunteer on various commissions and committees.

10. **Separated:** Consideration and possible action to approve Resolution 2021-33, approving a Deed of Open Space and Conservation Easement Agreement between the Museum of Northern Arizona as Grantor and Coconino County as Grantee. **County Attorney**

Supervisor Horstman recused herself from discussion and voting on the motion due to a conflict of interest as she has been a legal representative of one of the parties; she turned off her microphone.

Motion: Approve agenda item #10, **Action:** approve, **Moved by:** Supervisor Jeronimo Vasquez, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

Chair Ryan noted for the record Supervisor Horstman was not a part of the motion.

11. Consideration and possible action to approve a fiscal year-end budget amendment to increase the FY2021 ADES Access and Visitation grant capacity from \$8,885 to \$12,000, to allow for full expenditure of the \$12,000 grant per approved IGA; the corresponding FY2021 grant revenues are already budgeted at \$12,000.

Courts

- 11a. Consideration and possible action to approve the appointment of Andrew Hettinger as Justice of the Peace Pro Tempore for the Page Justice Court, effective August 5, 2021 through June 30, 2022. **Courts**

12. **Separated:** Consideration and possible action to approve a NAU Facility Use Agreement for housing of AZ Conservation Crews supporting the Museum Fire burn scar post wildfire Flooding response. **Emergency Management**

County Manager Peru introduced the item and expressed his appreciation of NAU for their immediate response in housing the AZ Conservation Crews supporting the Museum Fire burn scar post wildfire flooding response.

Supervisor Judy Begay thanked Twin Arrows for their support in housing families who experienced flooding.

Motion: Approve a NAU Facility Use Agreement for housing of AZ Conservation Crews supporting the Museum Fire burn scar post wildfire Flooding response, **Action:** approve, **Moved by:** Supervisor Judy Begay, **Seconded by:** Supervisor Patrice Horstman.

There was discussion on the motion.

Supervisor Vasquez thanked all the partners involved.

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

13. Consideration and possible action to approve CTR043250 IGA Amendment No. 8 (Vaccine Equity), between Coconino County Health and Human Services and Arizona Department of Health Services (ADHS) for FY22 in the amount of \$1,341,492, including a FY22 Budget Adjustment of the same amount and a request to add a 1.0 FTE Community Health Nurse and 1.0 FTE Administrative Specialist III to provide vaccines throughout Coconino County. **Health and Human Services**
14. Consideration and possible action to approve the purchase and installation of Hyperflex storage area network (SAN) from Hye Tech for a cost of \$521,735, with a three-year term approval, and a corresponding budget adjustment to transfer funding into the IT line item. **Information Technology.**
15. Consideration and possible action to approve of the Intergovernmental Agreement with the Coconino County Accommodation School District and the City of Flagstaff for the use of the City's Hal Jensen Community Recreation Center by the School District for its Juvenile Transition School. **Juvenile Court**
16. Consideration and possible action to approve an Intergovernmental Agreement (IGA) with City of Flagstaff, for the allocation of \$8,210.00 in FY22, to the Coconino County Sheriff's Office from the FFY21 Byrne Justice Assistance Grant (JAG) and authorize the Sheriff to execute all documents pertaining to the grant. **Sheriff**
17. Consideration and possible action to approve the carryover from the Proposition 207 Funding Contract #2021-207-052 with the Governor's Office of Highway Safety (GOHS), in the amount of \$15,804.00, to fund the purchase of 6 Radars, 10 digital cameras and Portable Breathalyzer Tests in calendar year 2021. **Sheriff**

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 to extend the agreement with AB Staffing Solutions, LLC to provide a temporary, supplemental Nurse Practitioner and nurses for the Coconino County Adult Detention Facility and associated budget adjustment in the amount of \$600,000.000 for the remainder of FY22, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Jeronimo Vasquez. The motion passed unanimously.

18. Consideration and possible action to extend the agreement with AB Staffing Solutions, LLC to provide a temporary, supplemental Nurse Practitioner and nurses for the Coconino County Adult Detention Facility and associated budget adjustment in the amount of \$600,000.000 for the remainder of FY22. **Jail District**

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

Discussion and Possible Action Items:

19. Consideration and possible action to approve Resolution 2021-35, approving and adopting the tax rate schedule for Fiscal Year 2021-2022 and Tax Year 2021 for all special taxing jurisdictions for which Coconino County has the authority to collect taxes. **Finance**

Finance Director Siri Mullaney explained that per Arizona Revised Statutes, the Board is required to adopt the tax rates in the County and all special taxing jurisdictions. She highlighted statutory requirements and departmental reviews. For the record, she stated she provided a supplemental report and updated/amended tax rate sheet that includes special assessments for Flagstaff Downtown Business Improvement and Revitalization District, the Majestic View Water Improvement District and the Tusayan Special Lighting Improvement District, which include the amount of the assessment being levied. The reason these were not originally included is because they are not assessed by the traditional rate times valuation methodology; they are included for transparency because they are collected through the property tax process, that there is a special assessment and the way each assessment is levied depends on each district.

Motion: Approve Resolution 2021-35, approving and adopting the tax rate for Fiscal Year 2021-2022 and Tax Year 2022 for all special taxing jurisdictions for which Coconino County has the authority to collect taxes including FDBA Improvement and Revitalization District, Majestic View Domestic Water District and the Tusayan Lighting District, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Jeronimo Vasquez.

There was discussion on the motion.

Finance Director Siri Mullaney requested clarification that the motion was for tax year 2021 as 2022 was stated in the original motion and we need to amend that to tax year 2021.

Supervisor Horstman noted it was read as presented off the agenda title for tax year 2021, just for clarification, for tax rate schedule for Fiscal Year 2021-2022 and Tax Year 2021. Director Mullaney affirmed that was correct.

Supervisor Vasquez seconded the clarification.

Upon inquiry from Chair Ryan regarding Supervisor Vasquez's second to the motion, Supervisor Vasquez affirmed that it was his understanding that the motion as stated included tax year 2021.

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

20. Presentation and discussion regarding an update on Community Development Processes, Long Range Planning Projects and updates regarding the Renewable Energy Ordinance, Comprehensive Plan, Subdivision Ordinance, Zoning Ordinance and Regional Plan. **Community Development**

County Manager Peru introduced the purpose of the work session discussion.

Community Development Director explained the purpose of the discussion was to create a better understanding of the development process and the process for making findings on zone change requests. He outlined what Community Development does with regards to building permits, environmental quality permits, engineering permits, planning for development on private land, updating the Comprehensive Plan and Area Plans to protect the public life, health and safety and community quality of life.

Assistant Community Development Director Jess McNeely described the public hearing process for hearings on Zone Changes, Conditional Use Permits and Subdivisions.

Upon inquiry from Supervisor Vasquez, Assistant Director McNeely described the documents provided to the Board prior to public hearings for their consideration.

Assistant Director McNeely continued by outlining Zoning Ordinance public hearing required submittals, Upon inquiry from Supervisor Horstman, Assistant Director McNeely explained how staff makes determinations based on the Ordinance's administrative ability to make sure conditions include substantial conformance; he provided various examples of things that may be accepted and further clarified that extensive conditions may be brought to the Board as driven by findings.

Upon inquiry from Chair Ryan, Assistant Director McNeely explained that staff confirms that permits are not issued if conditions applied by the Board are not met, and if they do not follow the conditions of other agencies, staff can stop the process.

Assistant Director McNeely continued with the presentation by providing examples of documents provided in a zone change that was previously approved and one that was previously not approved.

Upon consensus of the Board, staff was directed to bring this item back for further discussion.

Individual Board members thanked Assistant Director McNeely for his service with the County as this is his last Board presentation.

There being no further discussion, Chair Ryan adjourned the meeting at 7:42 p.m.

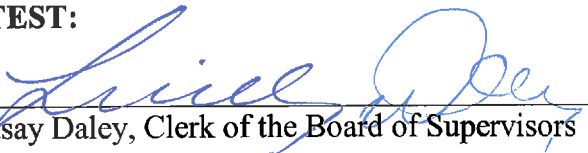
COCONINO COUNTY BOARD OF SUPERVISORS

(SEAL)





Matt Ryan, Chair

ATTEST:


Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 7/29/2021 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
12353	1149 - ARIZONA COUNTIES INSURANCE POOL	63,774.02
12356	6726 - REBECCA E BROWNING	2,250.00
12361	1019 - COCONINO COUNTY	424,129.17
12362	1019 - COCONINO COUNTY	37,115.47
12363	1019 - COCONINO COUNTY	80,081.57
12364	1019 - COCONINO COUNTY	33,067.86
12365	1019 - COCONINO COUNTY	359,437.26
12366	1019 - COCONINO COUNTY	195,433.92
12367	1019 - COCONINO COUNTY	63,678.81
12368	1019 - COCONINO COUNTY	8,904.06
12370	1371 - KIMBERLY K CONLEY	1,120.00
12373	1257 - TYRRELL-MARXEN CHEVROLET CADILLAC INC	2,927.25
12374	4475 - J & G ENTERPRISES INC	1,655.00
12375	4350 - GOLIGHTLY TIRE	7,808.29
12377	4997 - THE GUIDANCE CENTER INC	36,000.00
12379	5318 - THE J STREIFF LAW FIRM PC	3,650.00
12380	1272 - JE FULLER HYDROLOGY AND GEOMORPHOLOGY INC	32,090.94
12383	2000 - NORTHERN ARIZONA INTERGOVERNMENTAL	4,992.50
12384	2451 - NATURAL CHANNEL DESIGN INC	44,767.20
12390	5456 - PAW PLACEMENT OF NORTHERN ARIZONA	54,583.00
12392	2851 - PRO PETROLEUM INC	19,907.29
12393	1414 - RUSH TRUCK CENTERS	1,381.91
12394	4975 - SAFETY-KLEEN CORPORATION	1,146.39
12395	4461 - SHAMROCK FOODS	3,033.96
12397	5099 - STATE OF ARIZONA	1,101.20
12400	1512 - TIFFANY CONSTRUCTION COMPANY	130,582.48
12402	5849 - VANGUARD TRUCK HOLDINGS LLC	2,939.63
92200500	7087 - AB STAFFING SOLUTIONS LLC	14,827.50
92200502	1895 - ARIZONA PUBLIC SERVICE	5,056.08
92200503	1895 - ARIZONA PUBLIC SERVICE	6,714.24
92200514	2023 - ATL, INC	6,112.13
92200517	1564 - CORRECTIONS PRODUCTS COMPANY	8,570.00
92200519	6899 - DAYO, INC	1,500.00
92200521	1409 - DELL MARKETING LP	48,490.49
92200522	7192 - DANIEL ELLEFSON	1,090.50
92200524	1716 - EMPIRE SOUTHWEST LLC	1,123.68
92200525	1601 - ENTELLUS INC	7,853.21
92200535	6519 - HARMON ELECTRIC, INC	9,733.00
92200537	7101 - HOUGHTON MIFFLIN HARCOURT PUBLISHING COMPANY	7,910.04

92200540	1924 - DANIEL KAISER	2,300.00
92200542	5496 - KMS INTERCULTURAL CONSULTING LLC	1,750.00
92200544	5980 - GEOCKO INC	4,500.00
92200551	6686 - WESTERN UTILITY CONTRACTORS, LLC	177,667.74
92200554	2790 - Q TECH HEATING & COOLING LLC	2,331.50
92200558	6832 - NRZ MBN ISSUER HOLDINGS LLC	2,040.05
92200565	10 - SUPPORT PAYMENT CLEARINGHOUSE	3,193.16
92200566	5474 - TAX MANAGEMENT ASSOCIATES, INC	14,100.00
92200567	1690 - THOMSON REUTERS-WEST PAYMENT CENTER	1,489.66
92200568	5122 - TRZ HOLDINGS - TEMPE LLC	123,632.00
92200569	1755 - UNS GAS INC	1,518.08
92200571	3313 - USA FORENSIC LLC	2,750.00
92200573	7210 - KENNETH JAMES VALENTINE	2,720.00
92200577	6054 - SOCORRO ZNETKO	1,553.50

Warrant listing for 8/5/2021 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
12408	1149 - ARIZONA COUNTIES INSURANCE POOL	13,597.50
12409	6215 - DALIA AMBRIZ	2,829.00
12417	1959 - CRM OF AMERICA LLC	3,757.92
12424	6909 - ROBERT L HALL	2,307.00
12425	6148 - HATCH CONSTRUCTION & PAVING INC	11,077.98
12429	2616 - INTERIM PUBLIC MANAGEMENT LLC	7,997.02
12430	3078 - J BANICKI CONSTRUCTION INC	500,716.76
12433	2693 - NICHOLAS M LARSEN	1,524.40
12438	2000 - NORTHERN ARIZONA INTERGOVERNMENTAL	2,287.50
12439	2451 - NATURAL CHANNEL DESIGN INC	13,765.38
12440	2116 - NAVAJO TRIBAL UTILITY AUTHORITY	1,742.92
12443	3065 - GREGORY THOMAS PARZYCH	4,561.00
12444	1243 - PERFORMANCE STRATEGIES	8,177.14
12446	1995 - FLAGSTAFF PRECISION RESTORATION SERVICES LLC	3,069.00
12447	1735 - PTS OF AMERICA LLC	4,249.00
12451	3351 - RACHEL G JOHNSON	1,390.50
12452	4461 - SHAMROCK FOODS	14,756.22
12454	5099 - STATE OF ARIZONA	61,908.00
12456	2406 - BELINDA STYLE	1,807.00
12458	1116 - TALLPINES ENVIRONMENTAL CONSULTING COMPANY	1,259.00
12459	1458 - THYSSENKRUPP ELEVATOR CORPORATION	1,422.99
12463	6782 - WEX BANK	12,467.66
92200579	1895 - ARIZONA PUBLIC SERVICE	4,161.68
92200583	1310 - APS SERVICES INC SOURCECORP	12,770.71
92200584	1310 - APS SERVICES INC SOURCECORP	7,813.16
92200585	7157 - ARCHIVESOCIAL INC	2,988.00
92200591	2271 - BOLDPLANNING INC	8,000.00
92200595	2530 - QWEST COMMUNICATIONS COMPANY LLC	18,266.05
92200597	2530 - QWEST COMMUNICATIONS COMPANY LLC	4,407.08
92200598	2530 - QWEST COMMUNICATIONS COMPANY LLC	10,176.23
92200599	4267 - CINTAS CORPORATION NO. 2	1,147.43
92200600	6258 - CITY OF FLAGSTAFF	85,059.43
92200601	6258 - CITY OF FLAGSTAFF	92,712.20
92200602	6258 - CITY OF FLAGSTAFF	10,532.12
92200605	6258 - CITY OF FLAGSTAFF	2,129.12
92200608	1019 - COCONINO COUNTY	65,000.00
92200609	1045 - FLAGSTAFF MEADOWS PARTNERS LP	2,679.50
92200610	2974 - COZYHOME LLC	3,784.34
92200613	5357 - DLR GROUP, INC	31,410.00

92200615	1601 - ENTELLUS INC	3,437.24
92200617	6957 - SHEILA PERRY	1,471.50
92200621	1140 - FLAGSTAFF MEDICAL CENTER	2,403.69
92200624	7078 - V&G 24/7 LLC	2,325.00
92200632	1574 - KINNEY CONSTRUCTION SERVICES INC	125,381.06
92200636	4932 - MATTHEW BENDER & COMPANY INC	2,400.94
92200637	4348 - LOZANO'S FLAGSTAFF MORTUARY	3,000.00
92200644	3849 - MONTESSORI EDUCATION CENTRE	3,213.93
92200647	1841 - NAVAJO SANITATION INC	3,258.08
92200648	4444 - NORTHERN ARIZONA RADIOLOGY PC	1,436.41
92200656	1802 - THE PEAK SCHOOL INC	3,112.48
92200658	3176 - PICTOMETRY INTERNATIONAL CORP	5,000.00
92200660	1356 - PITNEY WORKS PURCHASE POWER	2,629.94
92200661	3140 - PRAGMATICA LLC	4,800.00
92200663	3152 - JACKSON & JACKSON ENTERPRISES INC	1,300.00
92200670	5099 - STATE OF ARIZONA	27,319.46
92200671	5099 - STATE OF ARIZONA	6,416.93
92200673	5474 - TAX MANAGEMENT ASSOCIATES, INC	4,200.00
92200674	1690 - THOMSON REUTERS-WEST PAYMENT CENTER	5,697.00
92200677	1755 - UNS GAS INC	2,490.80
92200678	1755 - UNS GAS INC	4,320.65
92200680	1264 - VICTIM WITNESS SERVICES FOR COCONINO COUNTY	20,870.67
92200681	1297 - WILLIAMS UNIFIED SCHOOL DISTRICT #2	4,876.62
92200684	6825 - ARIZONA WESTERN COLLEGE	9,000.00
92200685	7227 - CENTER FOR TECHNOLOGY AND CIVIC LIFE	90,106.97