



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

**SPECIAL SESSION MINUTES**

**October 5, 2021**

**9:00 a.m. - Special Session***(Consent business items  
and Discussion Items were conducted during Special Session)*  
**10:00 a.m. – Discussion and Possible Action Items** *(10:00 a.m.  
Regular Session canceled)*  
**1:15 p.m. – Discussion items continue**

**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 9:02 a.m. and led the pledge of allegiance.

**Call to the Public:**

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

**Recognition:**

1. Recognition of Miss Navajo Nation Niagara Rockbridge, who was crowned on September 11, 2021. **Board of Supervisors**

Vice Chair Fowler said it was an honor to introduce Miss Navajo Nation Niagara Rockbridge and spoke about the importance of recognizing young women for their accomplishments.

Supervisor Begay expressed her appreciation of the work Miss Rockbridge will do for the Navajo Nation and the County. She spoke about the important role she will play for young women and the community.

Chair Ryan read the recognition into the record, addressing Miss Rockbridges' service to the Navajo community in the role she will play as an ambassador.

Miss Navajo Nation Niagara Rockbridge spoke about the importance of acting as an ambassador on advocacy for the Navajo people. She spoke about the competition and the honor she felt in competing with two knowledgeable contestants and spoke about the platform she chose to advocate for the Navajo Nation.

Supervisor Horstman congratulated Miss Rockbridge and said she will make a great ambassador for the Navajo Nation and for young people.

Supervisor Vasquez congratulated Miss Rockbridge and thanked her for speaking about her platform and said she will be a great leader for the Navajo Nation.

Vice Chair Fowler noted Miss Rockbridge is no longer working for herself but for all people. She spoke about her dedication and strength and commitment to the Navajo Nation and all people across the country.

**Proclamation:**

2. Consideration and possible action to approve a Proclamation designating October 2021 as Domestic Violence Awareness Month in Coconino County. **Board of Supervisors**

Public Affairs Director Trey Williams spoke about the importance of domestic violence awareness and introduced Victim Witness Executive Director Jennifer Runge and Northland Family Help Center Deputy Director Heather Marcy. He provided contact information for victims that may need to seek help.

Heather Marcy and Jennifer Runge read the proclamation into the record.

**Motion:** Approve a Proclamation designating October 2021 as Domestic Violence Awareness Month in Coconino County, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

Heather Marcy thanked Clerk of the Board Lindsay Daley and Public Affairs Director Trey Williams for their support getting this item on the agenda. She thanked the Board for their continued support of domestic violence and spoke about the increase of domestic violence in the last year. She further highlighted awareness events planned for the rest of the month.

Jennifer Runge thanked the Board for their support and said the County should be proud of the environment and support the County provides to non-profits.

Individual Board members spoke about the importance of supporting victims of domestic violence and the continued need to address it in the community.

Jennifer Runge provided a phone number for crisis prevention on the record.

Upon inquiry from County Manager Peru, Chair Ryan noted the Board would return to the "Call to the Public" portion of the agenda at this time.

County Manager Peru explained that Cindy Wilson's last day working for the County would be next week. He spoke about her as a special person and outlined the support she has provided to the County. He spoke about Billy Francis, who will now be working in Workforce Development; noting he was present virtually.

Mr. Francis stated he is excited to be coming to work for the County, adding that he has been listening to the past few Board meetings and he commended the Board for the work they do for the County. He expressed his excitement to be a part of the Coconino County family and expressed congratulations to the Navajo Nation for their holiday.

Individual Board members expressed their appreciation of the work Cindy Wilson has provided for the County and for her as a person. They welcomed Mr. Francis to the County team.

Chair Ryan closed public comment and noted the Board will return to address the Board of Supervisors Consent Agenda at this time.

Upon inquiry from Chair Ryan with regards to removing items from the consent agenda, Deputy County Attorney Rose Winkeler explained that there is no formal guideline for removing an item from the agenda, the Board can remove it without a motion. The Board has practiced for years without the formality of removing an item from the agenda without a motion.

Upon inquiry from Supervisor Horstman, Deputy County Attorney Winkeler affirmed there is no required formal action needed to move an item from the agenda to another agenda.

Chair Ryan noted staff has requested the Board remove two items from the agenda.

**Board of Supervisors Consent Agenda:**

**Motion:** Accept the Consent Agenda, with the removal of items 9 and 10 and separation of item 18, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

3. Consideration and possible action to approve the minutes from the Board of Supervisors meeting conducted September 14, 2021.

4. 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>
09/23/2021	EFT – 12905 – 12957	\$1,271,828.25
09/23/2021	Checks – 92201417 – 92201525	\$699,624.37

5. Consideration and possible action to appoint Christopher Allen Eichor and Colleen Cromer Eichor as Republican Precinct Committeepersons both for Precinct 85, for a term to expire on October 1, 2022 and to fill vacancies created by a lack of candidates during the 2020 election. **Board of Supervisors**
6. Consideration and possible action to approve an Intergovernmental Agreement (IGA) Amendment between the Town of Fredonia and Coconino County, for court services, approving an increase from .5 FTE to 1 FTE, and approving a Budget Amendment totaling \$76,876.38, with an annual 3% expenditure increase. **Courts**
7. Consideration and possible action to approve Resolution 2021-43, approving an Intergovernmental Agreement (IGA) between Coconino County and Williams Unified School District #2 to provide Election Services for the November 2, 2021 Special Election. **Elections**
8. Consideration and possible action to approve the updated FY22 Service Improvement Requests (SIRs) and amendment to the FY22 County Budget. **Finance**
9. **Removed via motion:** Consideration and possible action to approve the final FY21 inter-fund transfers. **Finance**
10. **Removed via motion:** Consideration and approval of adjustments to FY22 estimated carryovers, based upon final FY21 actual expenditures, and corresponding FY22 budget adjustment. **Finance**
11. Consideration and possible action to approve an FY22 Budget Amendment in the amount of \$58,000 to assist Coconino County Health and Human Services (CCHHS) to create awareness and provide assistance to Sexual Health Clinical Services. **Health and Human Services**
12. Consideration and possible action to approve a FY22 Grant expansion GRA-STATE-19-0969-01-Y4, Amendment #1, between First Things First and Coconino County Health and Human Services (CCHHS), for the period of October 1, 2021, through June 30, 2022, with an additional amount of \$40,530.00 to provide expanded consulting services to fourteen new childcare providers in

Coconino County with an accompanying Budget Adjustment of \$48,481.00.

**Health and Human Services**

13. Consideration and possible action to accept the Funding Agreement with the Arizona Supreme Court, Administrative Office of the Courts, Juvenile Justice Services Division and budget increase of \$83,972 for the operations of JJSD funds including Juvenile Intensive Probation Supervision (JIPS), Standard Probation, Juvenile Probation Services Fund Treatment (JPSF), Diversion Intake, and Diversion Consequences programs in the amount \$2,378,246 for Fiscal Year 2022. **Juvenile Court**
14. Consideration and possible action to enter into Award Agreement A.G. #2022-019 with the State of Arizona, Office of the Attorney General, for the purpose of Juvenile Victims' Rights Implementation Assistance Program and a budget decrease of \$4,078 for Fiscal Year 2022 in the amount of \$14,322. **Juvenile Court**
15. Consideration and possible action to approve a second amendment to the contract with Kim Conley to continue work with Juvenile Court Services for Special Revenue Fund Management in Fiscal Year 2022, for the term July 1, 2021 to November 15th, 2021. **Juvenile Court**
16. Consideration and possible action to accept funds in the amount of \$3,150 for the Fiscal Year 2022 Beautification in Action Grant provided by the City of Flagstaff, which will allow Juvenile Court Services to have a mural painted outside of the Hope Receiving Center. This will increase the operating budget by \$3,150 in Fund 1204. **Juvenile Court**
17. Consideration and possible action to accept the USDA Coconino County Railway Access Plan Grant for Industry at Camp Navajo in the amount of \$80,000, and approve a corresponding budget adjustment. **Public Affairs**
18. Separated: Consideration and possible action to accept the NACo Equitable Economic Recovery Plan grant in the amount of \$100,000, and approve a corresponding budget adjustment. **Public Affairs**

Vice Chair Fowler spoke about the importance of the Economic Recovery Plan grant.

Public Affairs Director Trey Williams affirmed that the grant would help develop economic recovery plans for communities.

County Manager Peru noted economic recovery has been an important issue during the pandemic and the grant can help make sure recovery money is provided equitably.

**Motion:** Accept the NACo grant from NACo, \$100,000, to be able to develop a plan for our County, and corresponding budget adjustment, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

**Motion:** Resolve as the Jail District Board of Directors, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

**Jail District Consent Agenda:**

**Motion:** Accept the consent agenda, **Action:** approve, **Moved by:** Director Patrice Horstman, **Seconded by:** Director Judy Begay. The motion passed unanimously.

19. Consideration and possible action to approve the updated agreement with AB Staffing Solutions, LLC to provide a temporary, supplemental Nurse Practitioner and nurses for the Coconino County Adult Detention Facility 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 Judy Begay, **Seconded by:** Director Lena Fowler. The motion passed unanimously.

**Discussion and Possible Action Items:**

20. Discussion on and possible direction to staff regarding redistricting maps and an update on the progress of the redistricting process. **Public Affairs**

County Manager Peru noted the purpose of the item is to provide a brief update on the progress of staff's work creating tools and mapping scenarios to bring back to the Board for discussion and then followed by public outreach.

Upon inquiry from Chair Ryan, he noted staff expects to have public outreach completed by mid-November.

County Manager Peru reminded the Board that the Independent Redistricting Commission will be providing testimony on the County redistricting in person, here in Flagstaff.

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

County Manager Peru briefly spoke about the Board and staffs recent participation in the County Supervisor's Association Legislative Summit.

Public Affairs Director Trey Williams spoke about work done during the Legislative Summit and the County proposal that was not adopted by CSA. He spoke about further upcoming events/activities and committee meetings.

Supervisor Horstman spoke about the upcoming Western Interstate Region (WIR) Conference in Salt Lake City. She noted they were able to obtain a meeting with Forest Service Chief Moore to discuss coordination on forest restoration during the Legislative Summit.

Vice Chair Fowler spoke about various meetings she will be attending that could have an impact on rural communities in the County.

Supervisor Begay and Supervisor Vasquez spoke about various issues that were discussed and the importance of the meeting and the advocacy that was done on behalf of the County.

Chair Ryan complimented the Board for their participation in the Legislative Summit. As the year progresses, the Board will have the opportunity to keep advocating on the one issue that was not approved by CSA.

Individual Board members thanked Chair Ryan for his leadership during the Summit and spoke about the importance of the Board's advocacy on behalf of the County.

Supervisor Horstman spoke about the importance of partnerships that are made.

Chair Ryan called for a break a 10:32 a.m. to allow time for the Board to attend Jojo's Groundbreaking at Housing Solutions at 11:00 a.m.

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

County Manager went over the Board's planning calendar so that the Board could review upcoming presentation/discussion items. He briefly highlighted a few community events and administrative matters.

23. 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.

Chair Ryan reconvened open session at 1:17 p.m.

**Discussion and Possible Action Items Continued at 1:15 p.m.:**

24. Presentation, discussion, update and possible action regarding FY22 Budget/One-Time Fund Balance and American Rescue Plan funding. **County Manager**

County Manager Peru spoke about the purpose of holding a discussion on an employee compensation strategy.

Human Resources Director Erika Philpot provided a presentation that outlined an employee compensation plan, which highlighted data related to the percentage of employees that have worked for the County since 2018, the average workforce by age, employee turnover by fiscal year with retirements, local organizations turnover data and Arizona Counties' turnover. She spoke about costs to the County when there is turnover, compensation adjustments the Board has made over many years, positions experiencing the highest turnover, recruitment data, cost of living comparison between Phoenix and Flagstaff, minimum wage history, classification structure and recommended compensation adjustment.

Upon inquiry from individual Board members, Director Philpot and Finance Director Siri Mullaney answered questions related to the buffer on compression, audits and reviews of County job classifications.

County Manager Peru continued with the presentation by outlining the Board's questions to date regarding ARPA projects and funding.

Finance Director Siri Mullaney highlighted various department service improvement requests that may be included in the FY22 general fund budget/10-Year Plan, the FY22 Compensation Strategy recommendations, ARPA Project Plan for FY22 and one-time investment plan for FY22. She answered questions asked by individual Board members related to the period of performance and reporting requirements related to ARPA funding.

Deputy County Manager Lucinda Andreani highlighted staff's ARPA recommendation detail.

Deputy County Manager Sue Brown reviewed ARPA recommendations related to criminal justice.

Deputy County Manager Lucinda Andreani reviewed staff's recommendations related to revenue loss and fund balance.

County Manager Peru and Deputy County Manager Lucinda Andreani answered questions asked by individual Board members related to community funding allocations and options that may be available for long term flood mitigation funding.

The Board provided feedback on the information presented.

Chair Ryan called for a break at 3:21 p.m. and reconvened open session at 3:28 p.m. He noted the Board would return to address items 22 and 23 at this time.

At approximately 4:14 p.m., Chair Ryan noted the Board would return to address Item 25.

**Motion:** Enter executive session for legal advice, **Action:** approve, **Moved by:** Supervisor Patrice Horstman, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.



**Executive Session:**

25. Consultation with attorneys for the Board to obtain legal advice regarding the formation of the Blue Ridge Domestic Water Improvement District. Pursuant to A.R.S. 38-431.03(A)(3) the Board may vote to enter executive session for this item. **County Attorney**

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

**Also Present:** County Manager Steve Peru, Deputy County Manager Sue Brown, Deputy County Attorney Rose Winkeler and Clerk of the Board Lindsay Daley.

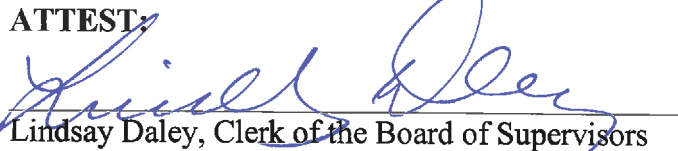
Chair Ryan called the executive session to order at 4:16 p.m.

Deputy County Manager Lucinda Andreani joined the meeting at 4:19 p.m.

Chair Ryan adjourned the executive session at 4:34 p.m.

**COCONINO COUNTY BOARD OF SUPERVISORS**

  
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Matt Ryan, Chair

**ATTEST:**  
  
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Lindsay Daley, Clerk of the Board of Supervisors





Warrant listing for 9/24/2021 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
12907	2434 - ANTOL & SHERMAN PC	3,540.00
12911	4051 - BERRYDUNN	7,492.50
12912	1019 - COCONINO COUNTY	8,622.33
12913	1019 - COCONINO COUNTY	15,127.99
12914	1019 - COCONINO COUNTY	404,378.98
12915	1019 - COCONINO COUNTY	37,112.00
12916	1019 - COCONINO COUNTY	75,481.36
12917	1019 - COCONINO COUNTY	36,807.34
12918	1019 - COCONINO COUNTY	331,852.38
12919	1019 - COCONINO COUNTY	173,885.45
12920	1019 - COCONINO COUNTY	58,265.59
12921	1019 - COCONINO COUNTY	23,388.50
12922	1019 - COCONINO COUNTY	4,583.26
12923	1019 - COCONINO COUNTY	5,860.83
12924	1959 - CRM OF AMERICA LLC	1,237.33
12927	4778 - ELEVATED ADVOCACY LLC	5,500.00
12928	6136 - ELEVATION HEALTH SERVICES LLC	1,455.00
12931	2716 - JOSEPHINE ENCISCO HAMMOND	1,305.00
12934	5318 - THE J STREIFF LAW FIRM PC	2,867.50
12939	7288 - STOCK MARTIN	1,068.79
12941	2000 - NORTHERN ARIZONA INTERGOVERNMENTAL	3,870.00
12942	2116 - NAVAJO TRIBAL UTILITY AUTHORITY	2,107.77
12943	4445 - PAGE UTILITY ENTERPRISES	1,090.55
12944	1243 - PERFORMANCE STRATEGIES	7,069.89
12946	5099 - STATE OF ARIZONA	37,037.64
12947	3614 - SUNEDISON HOLDINGS CORPORATION	4,275.97
12948	3614 - SUNEDISON HOLDINGS CORPORATION	4,813.93
12951	1406 - KATHY A TURNER	4,973.02
92201417	7258 - MADISON ADAMS	5,000.00
92201418	1 - AFLAC PREMIUM HOLDING	3,062.32
92201422	1895 - ARIZONA PUBLIC SERVICE	5,904.50
92201432	2667 - SUSAN N BURDICK	1,500.00
92201433	2077 - CATHOLIC CHARITIES COMMUNITY SERVICES INC	12,894.19
92201437	2530 - QWEST COMMUNICATIONS COMPANY LLC	2,335.92
92201440	6258 - CITY OF FLAGSTAFF	13,700.46
92201441	6258 - CITY OF FLAGSTAFF	3,011.53
92201450	2986 - FINDLAY TOYOTA SCION FLAGSTAFF	7,500.00
92201451	1663 - FIRST CLASS ENTERPRISES LLC	5,139.91
92201452	7196 - SARAH MCKAY FIX	1,200.00

92201454	1593 - FLAGSTAFF FESTIVAL OF SCIENCE	1,700.00
92201455	2273 - FLAGSTAFF PUBLISHING COMPANY	3,202.97
92201457	7321 - FLAGSTAFF RANCH SELF-STORAGE LLC	2,213.00
92201458	1140 - FLAGSTAFF MEDICAL CENTER	4,396.25
92201460	1140 - FLAGSTAFF MEDICAL CENTER	15,047.64
92201465	6943 - GORDON & GORDON PLLC	4,933.76
92201466	2216 - SODEXO AMERICA LLC	13,883.16
92201467	7265 - GARY D HUBBELL	1,110.00
92201471	1574 - KINNEY CONSTRUCTION SERVICES INC	451,036.59
92201473	2401 - KONICA MINOLTA BUSINESS SOLUTIONS USA INC	7,869.78
92201481	7322 - KAWIKA MICHAUD	1,240.00
92201485	4858 - PRCP-FLAGSTAFF A, LLC	1,500.00
92201487	6179 - NORTHERN ARIZONA UNIVERSITY	5,133.02
92201493	7261 - PES SECURITY LLC	12,482.25
92201496	2443 - PRO EM LLC	49,996.99
92201497	6613 - QUAIL CONSTRUCTION LLC	3,246.90
92201501	7306 - TRINA JUNE SIEGFRIED	1,500.00
92201503	7332 - JESSICA SPINK	1,000.00
92201507	2118 - JAMES P SULLIVAN PHD ABPP	4,419.48
92201508	10 - SUPPORT PAYMENT CLEARINGHOUSE	2,764.70
92201509	1690 - THOMSON REUTERS-WEST PAYMENT CENTER	1,489.66
92201511	4349 - TOWN OF FREDONIA	1,200.00
92201512	2149 - TUBA CITY SCHOOLS	8,100.55
92201513	1755 - UNS GAS INC	1,083.69
92201515	1755 - UNS GAS INC	4,476.71
92201517	5173 - CELLCO PARTNERSHIP	3,796.51
92201518	5173 - CELLCO PARTNERSHIP	2,235.96
92201519	2694 - VIRTU VLM 1 ASSOCIATES LLC	1,163.00
92201524	2808 - YAVAPAI COUNTY GOVERNMENT	2,478.26