

**OFFICE OF BOARD OF SUPERVISORS
YAVAPAI COUNTY, ARIZONA**

Prescott, Arizona

January 12 and 13, 1998

The Board of Supervisors met in special session, for a Board Retreat, on January 12 and 13, 1998, at the Jerome Grand Hotel, 200 Hill Street, Jerome, Arizona.

Present: Bill Feldmeier, Chairman; Chip Davis, Vice Chairman; Gheral Brownlow, Member; Bev Staddon, Clerk.

Also present: Jim Holst, County Administrator; Dave Hunt, Board Attorney/Assistant County Administrator; B.J. Pavlich, County School Superintendent; MIS Director Alan DeLoera; Public Works Director Richard Straub; Planning & Building Director Mike Rozycki; Flood Control District Director Ken Spedding; County Recorder Patsy C. Jenney-Colon; Health Department Director Marcia Jacobson and Board of Health member Mary DeNure; Environmental Services Director Alex Price; Medical Assistance Director Mona Berkowitz and Assistant Director Viola Peak; Daily Courier reporter Joanna Dodder; Verde Independent reporter Krista Schyler; and Camp Verde Journal reporter Colleen Sparks.

A welcoming address was given by John Scarcella, Mayor of Jerome and Al Palmieri, Town Clerk. Some general discussion ensued about growth, with Mayor Scarcella saying that Jerome would like monetary assistance from the County for streets, and would also like monthly visits from Health Department, perhaps in the form of a visiting nurse to provide services for elderly residents who are unable to drive into Cottonwood for services.

ITEM NO. 1. County Administrator Jim Holst.

1. Discuss relationship between supervisorial district issues and County-wide Board of Supervisors' issues and County Administrator's responsibilities regarding the same. **Mr. Holst stated that the County has always been flexible, but that what is happening now is that the County has come from being a small county to doubling in size, and that this makes communications more difficult and is less conducive to informality. He said it was important not only to look at what is happening in individual districts, but also in the County as a whole, and that it is more of a challenge for staff to interact with Board because of the number of issues and growth factors. Mr. Holst provided population projections for the County based on his estimates and estimates from DES, with his Verde Valley estimate for the year 2025 being 103,000 and his County estimate for that same year being 303,000. Chairman Feldmeier said the County has made the transition from a rural to a suburban county. Mr. Holst asked if Board was satisfied with its relationship with him and other department heads. Supervisor Brownlow asked if Board members were keeping Mr. Holst informed, particularly since each member has his own office. Mr. Holst said staff has less of an idea of where the Board is coming from than in the past, and that many things are becoming more complicated because of growth. He said that staff needs to have a feel about where things are going and that the County needs to respond to being a larger operation. Chairman Feldmeier said he feels the need to spend more time with constituents, which reduces the amount of time he can spend with other Board members. Mr. Hunt said because Board members are using their own individual staff more often to handle issues, Mr. Holst and other central staff are less aware of what is going on. Chairman Feldmeier said that Board members need to be sure to coordinate with Board staff on issues that cross district lines. Supervisor Brownlow said it is frustrating that members cannot freely communicate with each other, which results in department heads getting different directives from each Board member. He said he also believes that communication is terrible between Board members. There was brief discussion regarding the use of E-mail as a means of communication. Mr. Hunt noted that E-mail is a public record, and that it is permissible for Board members to provide information to each other. Supervisor Davis said if an issue affects the whole County, there needs to be an avenue for communication. Chairman Feldmeier said sometimes even district issues require members to exercise caution, because what happens in one district could be construed as setting a policy for the whole County. He said he saw no problem with Board members making individual district decisions as long as they fit into policies that have been developed for the**

entire County. Supervisor Davis said he agreed with idea of consistency, but that there needs to be recognition that sometimes it is necessary to adapt to specific circumstances. There was general agreement that the Board needs to be able to consider specific circumstances and find a solution to fit them that everyone can agree on. Supervisor Davis said there had been some perceived divisiveness on the Board in the past, and that the Board needs to be a team. He said he had no reason to question district decisions made by Chairman Feldmeier and Supervisor Brownlow, and would like a gentlemen's agreement to respect individual district decisions. Chairman Feldmeier said conflict can be good if it is handled in a positive way. He said he had concerns about consistent policies between districts, and that if policies are not consistent, they at least need to be defensible. Supervisor Davis said the Board should rely on staff to ensure this. In response to a question from Supervisor Davis, Mr. Holst said that historically the Board has been able to disagree agreeably. He said it is very important that the Board and he deal only with department heads, and that employees work through their department heads. Supervisor Brownlow said he believed the Board needs more study sessions, and Mr. Holst agreed, indicating this would help with communication. Supervisor Davis said he believed there should be some process for department head evaluation. Mr. Holst said this has been handled informally in the past, and that this was a good example of something that would merit more discussion regarding the possibility of a formal process. There was discussion about having such evaluations in conjunction with the budget cycle, and having department heads provide written goals. There was general agreement that each member would provide Mr. Holst with a list of their goals for the next budget cycle.

2. County Administrator's duties and responsibilities. Supervisor Davis said he would like Mr. Holst and Ms. Staddon to spend time in Cottonwood every two weeks. Supervisor Brownlow suggested that each Board member provide a calendar at the beginning of each week to let the others know what type of meetings or events they will be involved in during the week. Supervisor Davis suggested that each member's assistant prepare this type of information. Chairman Feldmeier said that he views each Board member as an agent of the County. Ms. Dodder said that having this type of information available would help the press get information out to the public.
3. Ten-year revenue and expenditure review. Mr. Holst provided a graph on property tax growth which indicated that the growth in the County's assessed value since 1989 has been 105%, which Mr. Holst characterized as steady growth. He said that the tax levy has increased 62% and the tax rate has decreased 21% in same period of time and that the County now has more than \$1 billion in assessed valuation. Mr. Holst said that during the same time period, HURF and sales tax revenues for roads have increased 213%, and the General Fund sales tax has increased 171%. There was brief discussion about not transferring money from half cent sales tax to general fund, if it is possible to do so without increasing the tax rate, and that money saved from Long Term Care could help in this regard. Mr. Holst said that growth in County services has been in areas that do not provide much revenue, like the courts. He said that, for whatever reason, the County has been discovered by the criminal element, which has caused dramatic increases in costs for law enforcement and the courts. There are more cases, and the cases tend to be more serious than in the past. Supervisor Davis said he was interested in seeing the percentage of growth in the criminal justice area compared to growth in the general population.
4. Five-year capital improvement forecast, including discussions regarding space needs at Prescott, Mayer and Seligman justice courts and proposed minimum security jail. Mr. Holst provided a chart, and said that about \$11 million in capital improvements have been made since the Board's last retreat in 1993, with jail expansion being the only thing being carried over from that time. There was brief discussion regarding money allocated for Fairgrounds relocation and the fact that the County has not been given much information by the Fair Association about what is happening with relocation efforts. Mr. Holst said that the County's old agreement with the Fair Association was not what was being discussed any more, and it might be necessary to put on the

agenda termination of that agreement. Chairman Feldmeier expressed concern about the amount of money sitting in an account for fairground relocation. He said that if something is not resolved in next six months, the Board should use the money for jail purposes. Supervisor Brownlow agreed. Chairman Feldmeier stressed this would not mean the Board was walking away from its commitment to the Fair Association. Supervisor Davis said he would like to see any entity requesting money from the County have its ducks in a row before requesting assistance so the County does not end up in this position. There was general agreement that the County has other capital improvement needs to be considered and cannot afford to wait on the Fair Association. Mr. Holst said the County would need additional space on both sides of the mountain for general County services, and would also need more jail space. He said there is a need for court space in the Verde Valley, particularly for the Verde Valley Justice Court, and that the Board may want to consider relocating some of its court services in the Verde Valley to Cottonwood. He said there is also a need for more jail beds on the Prescott side. Mr. Holst said the Board had also anticipated being able to expand County facilities at Fair Street, but that this was not possible without the Fairgrounds being moved. He suggested the Board let staff know where it is interested in seeing services expand, and let staff investigate on that basis. He said the most immediate need was the Verde Valley Justice Court, and that \$200,000 was available to fix that. During discussion on jail needs, Mr. Hunt said about 50% of transports could be avoided by the use of video. Chairman Feldmeier said if the Fairgrounds doesn't move, then County administration needs to relocate. There was discussion regarding the possibility of securing property in Prescott Valley for new facilities, and that staff should begin looking for a new jail site. Chairman Feldmeier said he believed the County's future in the Prescott area was in the Prescott Valley area because that is where the growth is, and because it is more central to the entire County. Supervisor Brownlow said he agreed. Mr. Holst said it might be possible to coordinate with the City of Cottonwood to move some court services to Cottonwood. There was general agreement to look into this possibility before spending money to improve the existing Verde Valley Justice Court facility. Supervisor Davis said the City of Cottonwood uses its courtroom once a week, and it might be possible to have that space shared by the justice court. There was brief discussion regarding the centralizing of justice court clerks and processing of traffic violations. Supervisor Brownlow said the Seligman court needs a jury room, and that there needs to be consideration about a facility for the Sheriff in Mayer.

5. Future locations for services. See discussion under Item 4, above.
6. County-wide employee classification and compensation issues. Mr. Holst talked briefly about a department head meeting he had and the comments he had received about this issue, saying there was interest on the part of elected officials and department heads in moving forward with some changes. Chairman Feldmeier said he would like to see something ready for the Board to consider for the new budget year. Mr. Holst said this could become a priority for the 1998-99 budget, and there was general agreement that it should be. There was also general agreement that Mr. Holst should work with department heads on this issue, and that it would not be necessary to set up a special committee to review this issue. Mr. Holst said if the County is going to be paying good salaries, department heads need to be responsible for terminating people who are marginal employees. Chairman Feldmeier said no matter what the final recommendation is, someone will not be happy.
7. Rural outreach services. There was brief discussion regarding the use of computers through the library system to provide permit applications and the like, and there was general agreement that this would be an effective method of providing some services for the outlying areas. Mr. Holst said he would like to pull together some information on this idea. He said another possibility for providing services would be to have personnel in the rural areas on a regular basis.
8. Issues related to Personnel Director position, Management Information Systems Director position, Emergency Services Coordinator position and their respective departments. Mr. DeLoera provided the Board with a chart of the MIS structure which detailed the

servers for the different departments, saying he was trying to bring the same services to the Verde Valley as are available in Prescott. He noted that there are major changes being made to the Treasurer's and Finance systems which involve eliminating the mainframe. Mr. DeLoera said it is important to change technologies every seven years because of maintenance problems. He told the Board that the County now has nearly 700 PCs. He said he believed the Board needs to invest more money into MIS, either in personnel or communications or both. He said it is very difficult to maintain all the different systems, and that people in his department must know more about the systems than the departments that use them. He said it was important for the Board to maintain a central data processing department so that departments will be compatible through the years. There was discussion about PCs being purchased by departments through grant monies. Mr. DeLoera said this creates a problem for his department because it means increased demand on his department for PCs for which he has not been able to plan. Mr. Holst compared this situation to the County fleet, saying there is maintenance involved. Mr. DeLoera, who is soon leaving County employment to take a job in Washington state, said he wanted the Board to know that it was the best group of public officials he had ever worked for. Mr. Holst said each of the above-mentioned vacant positions has been advertised. He said there had been discussions about operating Emergency Services through the Road Department, and that there could be some benefit in this. Supervisor Brownlow felt this was a good idea. Mr. Straub said he thought it would work better with the two departments together, and that he would at least like to have the communications located there. Chairman Feldmeier said he also liked this idea. Supervisor Davis said locating Emergency Management at Public Works was fine, but that he did not feel the Emergency Management Coordinator should work for Public Works. He said he was concerned about overloading the Public Works Department. Mr. Holst said it would be important for the two departments to work together, and that either Emergency Management would work cooperatively with Public Works or it wouldn't. Supervisor Davis said the Board needs to send a message that the two departments need to get along and communicate. Mr. Hunt said Cochise County combined its Emergency Management department with another department, and that things worked better than they would have if Emergency Management was its own department because there was an opportunity for shared resources in terms of staff coverage and the like. There was general agreement to consider combining Emergency Management with Public Works. With regard to the Personnel Director position, there was general agreement that Mr. Holst should bring a maximum of 10 applications to the Board for review by each member, that Board members should give him their top four choices and that he should then determine the top four candidates to be interviewed by the Board.

9. Discuss budget process for 1998-99 fiscal year. No specific items were discussed under this category, as the budget process was touched on throughout other Retreat topics.

ITEM NO. 2. Public Works Director Richard Straub.

1. Duties and responsibilities of Public Works Director. Mr. Straub said that sometimes he receives confusing signals from the Board members. Chairman Feldmeier said that problem had been discussed earlier on this day and there was general agreement that department heads need to let the Board know if they are getting mixed signals. Supervisor Brownlow asked Mr. Straub if it appeared to him that each district is operating differently. Mr. Straub said sometimes it seems that way. Supervisor Brownlow asked Mr. Straub if he has neglected to tell Board members that he can't get to something because his plate is too full. There was discussion about progress reports and whether this would be a good tool. Chairman Feldmeier said that because of department heads' inherent fear of the Board and of individual members, and because of their desire to please, they are often negligent in telling the Board if they are stretched too thin. Mr. Holst said this is where he can provide assistance by talking with department heads about what they need in order to do what is asked of them. Mr. Straub said there are some things in his department that are just falling

through the cracks and that it is a matter of being able to manage everything. He said supervisors need to be in the field supervising. Supervisor Davis said the Road Director's position should be able to assist Mr. Straub a great deal. Supervisor Brownlow said he would like Mr. Straub to let the Board members know if he needs to eliminate certain projects and the like in order to accomplish individual members' requests. Mr. Straub said that by using all available resources, everyone's requests could be accomplished. Chairman Feldmeier said he believed the Board should trust Mr. Straub to manage people and resources as necessary to accomplish what needs to be done. There was some discussion about a satellite road department for the Cordes Lakes and Black Canyon City areas, and just having people report to a certain location. Mr. Holst said the County has the ability to have people report to a specific location. Supervisor Davis suggested working with ADOT for space at its facility at Cordes Lakes. Chairman Feldmeier said he thought that was possible. Mr. Straub said he would like the Board to trust him if he pulls people from one area to get something done in another area. Chairman Feldmeier said he was fine with that so long as he knows what to tell constituents if they call in with questions.

2. Discuss replacement of Road Division Director. Mr. Straub said he would like to proceed with advertising for this position. There was general agreement from Board members that they were fine with that. Supervisor Brownlow expressed concern about the Personnel Department knowing what they are looking at in applications for this type of position, and brief discussion ensued regarding requirements for the Road Director position. Mr. Straub suggested that both area superintendents should be non-classified and not eligible for overtime. Supervisor Davis said he was in favor of this and also did not believe they should be able to take vehicles home. There was general agreement to move forward with this proposal. There was brief discussion about the fact that there are employees already in the Public Works Department who are interested in this position. Mr. Holst said he believed it should be up to Mr. Straub to take care of hiring someone. Mr. Straub said he thought it best to open advertising for the position.
3. Update on half-cent sales tax projects and HURF projects. There was no discussion on this item.
4. Discussion regarding future solid waste issues. Mr. Straub said final grading is occurring on all sites, and that the number of personnel needed for Solid Waste would be decreasing. He expressed concern about continuing to allow free dumping, saying that it is becoming very expensive, specifically garbage from Forest Service campgrounds and roadside trash. Mr. Holst said if there is an exchange for services it shouldn't be a problem. Mr. Straub asked if the Board would like him to develop a policy for disposal of household hazardous waste. There was also brief discussion regarding free dump days and about having standardized rates.

ITEM NO. 3. Planning & Building Director Mike Rozycki.

1. Review impact fee program. Mr. Holst gave update on progress with impact fees. He said the primary focus was on road impact fees, and that the County can work within the existing law to accomplish impact fees. He talked about identifying large areas for road impact fees and then overlaying areas over those for other impacts, with the primary areas aligning with Central Yavapai Transportation Planning Organization and Verde Valley Transportation Planning Organization areas respectively. Mr. Holst said that major regional roads of a general benefit to everyone in the area could be identified, with specific areas and specific benefits being identified as an overlay. He said this program could work in conjunction with partnering efforts with ADOT and with the County's half cent sales tax program. Supervisor Brownlow said he believed western boundary of the impact area should include Skull Valley. Mr. Hunt said what must be considered is whether a particular population is what is necessitating the need for improvement. Mr. Rozycki described this plan as general benefit and sub-benefit areas, giving as an example a \$1,000 fee for the general benefit area and a smaller fee for the sub-benefit area. He said that money collected must be encumbered within five years. Mr. Holst said that using the partnering

concept would make it easier to identify roads for improvement. Mr. Holst provided revenue projections at \$500 per permit. Chairman Feldmeier suggested talking to cities and towns about pooling impact fee revenues for greater benefit, saying that things to look at would be where boundaries should be, potential formulas, and what the roads are. Supervisor Davis asked Mr. Rozycki to determine whether a \$1,000 impact fee would be too much and whether the County could stay on top of things with a lesser fee. There was some discussion about fees varying depending on what improvements are needed. Mr. Holst said this would not pay the total cost, but would provide a percentage of cost. Supervisor Davis suggested having a waiver of secondary impact fees for developers going through the subdivision process.

2. Discuss departmental fees. Mr. Rozycki said nearly \$900,000 was collected in fees last year, and that Building Safety fees meet or exceed 100% of costs. Fees for zoning have not been updated for several years, and Mr. Rozycki said fees for hearing applications and subdivision reviews could probably be updated. Supervisor Brownlow expressed concern about fees for Board of Adjustment, saying since they were raised people are not coming in for variances and are just building in violation of the Ordinance.
3. Discuss citizen participation plan. Mr. Rozycki suggested setting up a more formal process for citizen participation in order to avoid negative feelings among the public, particularly regarding some of the bigger projects. Chairman Feldmeier expressed concern about the possibility of making things worse for developers. Mr. Rozycki said there were advantages to having a program where developers are responsible for providing public forums to disseminate information and receive public input. Chairman Feldmeier said he was concerned about placing another requirement on developers. Supervisor Brownlow said he shared that concern, and mentioned Planning & Zoning Commission chairman Jim Buchanan's suggestion for a sliding scale of fees for subdivisions depending upon size. Supervisor Davis suggested not making citizen participation a requirement, saying that instead the County should recommend it to developers as a means of gaining citizen support. Mr. Rozycki said that this type of process could reduce the number of continuances at the Commission level. There was general agreement that this process could be voluntary.
4. Discuss lot splits and subdivision enforcement. Mr. Rozycki said the Coconino County ordinance had been reviewed and that it would be possible for Yavapai County to adopt the same ordinance, which he said would require all-weather easements on lots 2 1/2 acres or less in size. He said that with regard to illegal subdivisions, he was considering not issuing permits until there is a formal determination by the Arizona Department of Real Estate. Mr. Rozycki told the Board there have been approximately 25 situations of illegal subdividing over the last five years. He said he was not sure whether his department should pursue these matters or whether the County Attorney's Office should be responsible. Mr. Holst said there should be a way to monitor information about what is happening, but that it will probably be very difficult to stop this type of activity.
5. Discuss County General Plan. Mr. Rozycki said he has received requests from the Paulden, Wilhoit, and Yarnell areas for community plans. There was brief discussion about including Skull Valley, Wilhoit and Black Canyon City in the "urban" classification. Chairman Feldmeier said he was not enthused about idea of rewriting the General Plan. Mr. Rozycki said the Commission would like to see this done because they believe it would help them in addressing certain issues. Supervisor Davis said the General Plan would change through the development of various community plans. There was some discussion about incorporation as a vehicle for localized community planning, as opposed to community plans. Supervisor Brownlow suggested using the recently approved Dewey-Humboldt Community Plan as a guideline for in-house revamping of General Plan.

- ITEM NO. 4. Resolve into Board of Directors of Yavapai County Flood Control District. Flood Control District Director Ken Spedding. **Reference: Special District minutes.**
1. County-wide drainage maintenance crew.

2. Discuss number of projects and funding availability.

Tuesday, January 13, 1998

- ITEM NO. 1. Resolve into Board of Supervisors. County Recorder Patsy C. Jenney-Colon. Discuss Records Management Center. **Chairman Feldmeier was not present for the first three items on this day's agenda, due to a commitment in Prescott. Ms. Jenney-Colon reviewed a list of what needs to be done to make the warehouse suitable for a records management center, and there was discussion regarding using an outside contractor. There was brief discussion about providing more employees for the Facilities/Parks Department so more can be done in-house. Mr. Holst said he would ask Special Projects Coordinator Angelo Manera to look at developing specifications for going out to bid on the work needed on the warehouse. He said that Facilities/Parks Director Pat Kirshman would also need to review the list to see which items are a priority. There was general agreement to move forward with this project. There was also some discussion about the courts providing some money for the Clerk of Court's microfilming needs. Ms. Jenney-Colon said she would probably need five people to run the records management center.**
- ITEM NO. 2. Discuss Arizona Department of Transportation move to Pioneer Park. **There was no discussion regarding this item.**
- ITEM NO. 3. Health Department Director Marcia Jacobson.
1. Discuss delegation agreement with Arizona Department of Health Services. **Ms. Jacobson provided some basic information on the delegation agreement, saying that some things that she did not feel should be the responsibility of the Health Department have been returned to the Arizona Department of Health Services, including inspections on 152 facilities. She said that the delegation agreement is negotiable, that all 15 counties have delegation agreements, and that counties do have some responsibility for upholding state law. She said that the Health Department is offering some support to the tribal health inspector, as there is only one tribal inspector and she needs someone to talk to from time to time. Ms. Jacobson reviewed the Environmental Health fees, saying some are too high and others not high enough. She said some fees were intentionally left low because they provide a public service (non profit public health institutions, etc.). There was brief discussion about the Board's philosophy on fees, whether there is a service to the business owner or to the general public, and whether fees should reflect that. Supervisor Davis said he had concerns about cutting fees for non-profits while charging businesses full price. Ms. Jacobson said the non-profit organization must document that it is providing a public health benefit in order to qualify for reduced fees. Supervisor Davis said there are differences between non-profit organizations and what they are providing. He said he was concerned about public perception and whether the Health Department is presenting itself as providing a public service or whether it is an enforcement agency. There was brief discussion regarding direct and indirect costs, during which there was general agreement that it is time to review Environmental Health fees again and that they should be changed in order to recover 100% of direct costs. Mr. Holst said that these fees should be placed on a regular schedule for review. Ms. DeNure said that Ms. Jacobson does an excellent job of running the Health Department.**
 2. Discuss methods for public education regarding tobacco laws through Tobacco Education Program. **Supervisor Brownlow said he wanted to know if the Board would be taking the heat on the program's "sting" operations. Ms. Jacobson said the compliance checks began in December, and she explained what is involved in the compliance checks. Supervisor Davis said he had concerns about business owners being negatively impacted by this process. Ms. Jacobson clarified that any citations issued are issued personally against the clerk who sells tobacco to minors. She said that the Health Department is not an enforcement agency in this regard, but part of a larger**

community effort, with police departments, to educate the business community about and help enforce tobacco laws.

ITEM NO. 4. Environmental Services Director Alex Price. **Chairman Feldmeier arrived and was present for the remainder of the meeting.**

1. Discuss delegation agreement with Arizona Department of Environmental Quality. **Mr. Price said he had sent a memo to the Board asking that this matter be revisited at budget time. Mr. Holst said that given the changes in the Environmental Services Department, it was possible that fees actually are aligned with costs. Mr. Hunt said something needs to be done about action taken in August of 1997 to drop fees in January of 1998. Supervisor Davis suggested starting over from the beginning. Mr. Price said it appears to him that handling complaints is being covered by fees already being collected. Supervisor Davis said he had concerns about how the most recently passed fee structure was determined. Mr. Price said he had not been involved in the development of that fee schedule. Mr. Holst suggested that these fees be placed on a regular schedule for review.**
2. Issues related to on-site systems. **Mr. Price said he had had discussions with Deputy County Attorney Randy Schurr about the possibility of passing an ordinance to prohibit aerobic systems with surface disposal. Mr. Holst suggested that people be asked to sign off on permits for these systems that they are agreeing to obtain annual inspections by certified wastewater treatment operator. Mr. Price said he thought quarterly inspections would be more appropriate. Supervisor Davis said it all comes down to compliance, and he asked Mr. Price to review the delegation agreement to see which items which might be renegotiated. There was brief discussion about Mr. Price's experience with hazardous materials and the possibility that he could at least assist in the area of Emergency Management.**

ITEM NO. 5. Discussion regarding parks for the Verde Valley; shooting range; vehicle racing facility. **There was brief discussion regarding the old Cottonwood road yard, during which Mr. Hunt said a Mr. Griffith had asked that the County not enter into an agreement with the City of Cottonwood because he is interested in either buying or leasing the property. He said the City of Cottonwood had already had discussions with a concessionaire who is interested in running the recreation center proposed for location in that building. Supervisor Davis said he believed the area in which the road yard is located is prime for government services, and that the County is already well into the process of negotiations with Cottonwood. There was general agreement to move forward on the agreement with the City of Cottonwood. During discussion regarding a shooting range, Supervisor Davis said the County might have to acquire the property, but could ask various shooting clubs to participate in the cost. Chairman Feldmeier said he saw no problem with the County being the lead agency in this regard. During discussion on a racing facility, there was general agreement that the possibilities which exist for County involvement in a shooting range would apply here as well. Supervisor Davis asked if a motorsports complex would fit in with what the County envisions for the future. Chairman Feldmeier said he believed that if it is done through the private sector it might be okay. Supervisor Davis said he envisioned the County participating financially with some sort of payback process. Supervisor Brownlow suggested putting the race track over the old Camp Verde landfill. Chairman Feldmeier said he had no problem with exploring the landfill site for this use, but was not interested in County participation in development. Supervisor Brownlow said he would support a racetrack somewhere in the Verde, and that it should be accomplished through the planning and zoning process. There was general agreement to move forward with exploring the use of the Camp Verde landfill as site for a racetrack.**

ITEM NO. 6. Medical Assistance Director Mona Berkowitz. Discussion regarding AHCCCS and Long Term Care issues. **Ms. Berkowitz provided a chart showing the growth in the long term care program, saying that the number of people receiving home care, which is less expensive than institutional care, had been increasing. Mr. Holst said the County has the fastest growing elderly population in the state. There was brief discussion about the Long Term Care equity fund, which currently has a \$1.3 million, and which is state mandated**

and represents \$2,000 per person in the program. Ms. Berkowitz said that nursing home administrators want more money, and that the County is paying what the state would pay them, which is a rural rate. She said the nursing homes feel they should be paid on an urban rate. Mr. Holst said that any surplus money could be used to reduce future contributions, and recommended using the revenue-over-expenditure to reduce next year's contribution. There was some discussion about whether counties will be able to continue bidding as program contractors. There was brief discussion about the possibility of Medical Assistance being able to bid for insurance administration for the Combined Trust, during which there was general agreement that Ms. Berkowitz should replace the Personnel Director as a County trustee on the Yavapai Combined Trust Board.

ITEM NO. 5.

Board of Supervisors.

1. Discuss vehicle take-home policy. There was brief discussion about accidents and the need to have this information brought to the Board in a public setting, with a suggestion that Fleet Management Director Dave Burnside make a report to the Board fairly soon, and provide quarterly reports of accidents thereafter. There was brief discussion regarding the take-home policy which included discussion about the number of Sheriff's vehicles being taken home. This subject was also touched upon in discussions regarding Public Works on January 12.
2. Discuss County-wide media position. There was general agreement that a media person would be helpful, but there were questions about whether it should be a full-time or part-time position. The Board asked Ms. Staddon to research the issue and report back.
3. Discuss increasing amount of award for Employee of the Month/Year. There was brief discussion regarding whether the number of employees should be reduced to six per year, after which there was general agreement that the Merit Award Board should continue to operate as it is currently, but that it also be permitted to provide coffee cups to employees of the month and flowers for the employee of the year. Following a comment about County logo t-shirts being made available to employees in the County Attorney's Office, Mr. Holst said he would look into who is paying for the t-shirts.
4. Discuss Prescott downtown parking garage and County parking needs in downtown Prescott area. There was general agreement to send the City of Prescott a letter requesting that Union Street be restriped to provide for more parking spaces. There was also general agreement that if the downtown district was unable to move forward on its parking garage, the County should do something to provide more parking for the County offices in the downtown area.

ITEM NO. 6.

Retreat wrap-up of items discussed. A summary of the items discussed during the Retreat was presented.

There being no further business to discuss, the meeting was adjourned.

ATTEST:

n Clerk _____ Chairma