

OFFICE OF BOARD OF SUPERVISORS

YAVAPAI COUNTY, ARIZONA

Prescott, Arizona  
2001

February 8-9,

The Board of Supervisors met in special session on February 8 and 9, 2001, at the Prescott Resort Conference Center, Prescott Arizona.

Present: Gheral Brownlow, Chairman; Lorna Street, Vice Chairman; Chip Davis, Member; Bev Staddon, Clerk.

Also present: Jim Holst, County Administrator; Brenda Peterson, Administrative Aide.

Also present for certain items were Human Resources Director Julie Ayers, Finance Director Mike Danowski, MIS Director Stephen Welsh, Special Projects Coordinator Angelo Manera, and Board Attorney/Assistant County Administrator Dave Hunt.

The purpose of this meeting was to provide a retreat setting in which the Board could discuss various items, with no action being taken on any item. The items listed below were not necessarily discussed in the order listed, and multiple items were discussed at one time where it was appropriate to do so.

February 8, 2001

ITEM NO. 1. Board of Supervisors. County Administrator Jim Holst.

1. **Budget and revenue information.** Mr. Holst provided the Board with a chart showing the distribution of revenues to the General Fund, road maintenance and road construction funds, the ALTCS fund, grants and special revenues, Jail District, Flood Control District, and Library District. He provided information regarding where the revenues come from, the approximate amounts in each fund, and the interaction between the various funds. Mr. Holst explained that with regard to the Jail District, the County was required to continue spending the same amount on jails that it was spending when the district was established, and that the tax for the Jail District represented new revenue over and above the maintenance of effort amount. He explained that with regard to the ALTCS fund, Yavapai County was one of the few counties in the state receiving these revenues and that state shared sales tax revenues were responsible in part for these funds. He noted that the County had increased the number of people in home-based care and had greatly improved the quality of care. There was brief discussion regarding funding for the Library District and whether some costs should be charged to the District because of the fact that, particularly in the outlying areas, libraries are often used for

purposes not related to the Library District. Mr. Holst said that the Black Canyon City Library was the only library building actually owned by the District and that it had been constructed with state and District funds. There was brief discussion regarding the Board's ability to comingle funds, during which Mr. Holst said that comingling was possible with some funds but not with others. Discussion turned to road programs and funding and how it is set up in the budget, with Mr. Holst saying that each supervisorial district receives \$500,000 for district projects. Supervisor Davis said he would like to have a better breakdown on HURF funds in the future, saying that the County receives about \$9 million in HURF revenues and that between all three Supervisors only \$1.5 million was allocated for individual district projects. He said he would like to know exactly where the other \$7.5 million was going. Discussion then turned to departmental requests for new positions and equipment outside of the budget process. Supervisor Street said she did not understand how, if there is no money available for new positions and equipment in July, there could be money available for them in January. Mr. Holst responded that the County has always had a \$1 million Contingency fund to handle unexpected needs throughout the year. Supervisor Street said it seemed to her like the County had a money tree, but that she did not know where the money came from. She asked if the Contingency fund could be built up and carried over from one year to the next. Mr. Holst said that historically the Board had been fairly conservative and that was why money was available for other things. There was brief discussion regarding the Board's ability to lower property taxes, as well as discussion regarding the inclusion of items in the budget which come before the Board for approval throughout the year, during which Supervisor Davis said that bringing already budgeted items back to the Board for approval was a good way for the Board to keep up with various projects. Mr. Holst then reviewed population statistics, pointing out that in 1970 there were 37,005 people in the County and that the estimated population in 1990 was 160,075. He noted that the County's tax rate had gone from \$2.07 in 1990 to \$1.62 for the current year. Mr. Holst then provided a brief review of what the 2001-02 budget might look like, noting that the County would lose about \$248,484 in contributions from cities for health services as a result of legislation last year. There was brief discussion regarding the vehicle license tax and the effect that the alternate fuels issue could have on the County's revenue. On February 9, 2001, Mr. Hunt provided the Board with information about the Arizona Counties Insurance Pool (ACIP) and the County's involvement in it. He reviewed coverages and premiums, during which Mr. Holst pointed out that in 1987-88 the County was paying approximately \$427,393 in premiums for \$1 million in liability coverage and in the current year is paying about \$750,000 for \$15 million in liability coverage. Mr. Hunt next reviewed the various retirement plans covering County employees, saying that 100 employees were covered under the Corrections Officers Retirement Plan; 137 were covered under the Public Safety Retirement Plan; 23 under the Elected Officials Retirement Plan; and 1,042 under the Arizona State Retirement System. There was brief discussion regarding the County's contribution to each of the retirement plans and the benefits available under each plan.

2. **Board of Supervisors' organization and plans.** Supervisor Street said that now the Board was talking about three supervisorial districts but that soon the County would have five Supervisors whether it wanted them or not. She said that her questions did not have so much to do with her district as with what the Board wanted the County to look like and how it would handle things as a Board. She said she believed that if the Board spent some time putting policies in place it would be easier when the County ultimately moves to five Supervisors or when new people come in as a result of elections. Mr. Holst said that the County was growing larger and that issues such as fiscal management were important. He said that in his opinion, the

most important thing was to pay attention to details and try to address issues as they arise. He said he believed that Yavapai County was probably in better shape than any other county in the state. There was brief discussion regarding staffing for Board members and how that occurs. Supervisor Street said she was concerned about how the Board communicates. Supervisor Davis said that with regard to disagreements among Board members, he felt it was a healthy process but that if it turned personal it could become very ugly. He said that with regard to personnel issues, not only for the Board but for other departments as well, it had been some time since the County had a competent Human Resources Director but that it now had one in Ms. Ayers. He said that many personnel issues had been put on hold and were now being resolved because Ms. Ayers was on board. Supervisor Davis said that what had always puzzled him was the fact that the County's population was growing at three to four percent a year while the County's budget generally grew by ten percent each year. He said that sometimes the Board decides that funding for something is very important and makes a commitment to it and that the MIS Department was a good example of that. There was brief discussion regarding the number of regular Board meetings each month and the need for additional meetings in order to get business done. Supervisor Street indicated she did not wish to have another regular meeting, but would be interested in a work session. Supervisor Davis said he had no problem with an additional meeting if it would help move things along, but that he would like to have the option of participating by video conferencing when it made sense for him to do so. Mr. Holst suggested that the additional meeting could begin with a work session for the first hour, to be followed by action items. Chairman Brownlow pointed out that there would be no planning and zoning items included in the additional meeting.

3. **Road programs and funding.** Mr. Holst provided the Board with charts showing the various projects being funded under the Regional Road Construction Program, saying that since the 1995/96 fiscal year the County had spent \$35,648,582 on regional road projects. There was brief discussion regarding the breakdown of projects by supervisorial district, during which Supervisor Davis said that the reason Districts 1 and 2 were listed together was that the projects covered the Central Yavapai Transportation Planning Organization (CYTPO) area which overlaps into both districts. There was brief discussion regarding the County's move to a Metropolitan Planning Organization (MPO), during which Supervisor Davis said it would be appropriate for the County to take the lead with regard to the MPO because the County had the least selfish motives in doing so. Supervisor Street asked why the road funds seemed to be divided into one-third for each district, asking Supervisor Davis if he wanted to have his third. Supervisor Davis said that was correct, and that if Supervisor Street did not try to play with his one-third of funding, he would not try to play with her one-third. He added that sometimes a project in one district is ready to move forward while a project in another district is not, and that when that happens funds are often reallocated between districts in order to keep projects moving forward. Mr. Holst said that projects were already planned for the next three years, and that there was approximately \$8 million in unallocated funds for the CYTPO area and about \$4 million in unallocated funding for the Verde.
4. **Planning & Building Director position; County Administrator plans.** Ms. Ayers provided the Board with information regarding applications that had been received for the position of Planning & Building Director, saying she had reviewed the application and had broken the list of qualified applicants into three separate lists. She said that those on the "A" list had experience as a planning director; that those on the "B" list had experience in a planning department but not as a director; and that those on the "C" list had experience related to planning and zoning. She that four of the six

individuals on the "A" list were, in her opinion, the most qualified. Mr. Holst said it would probably be better to bring more than those four in for interviews. Supervisor Davis said he would prefer to hire Deputy County Attorney Randy Schurr for the position. He said that Yavapai County was not like any other county and that people from outside the area did not know anything about the politics in the various areas of the County or anything else about the County. He said the Board knew Mr. Schurr's strengths and weaknesses, and that he believed Mr. Schurr knew what the Board needed. Supervisor Davis said he did not want to have a planner for a director because planners look at how to develop and that what was needed was someone who could maintain an objective view and manage people. He said that one of the things he liked most about Mr. Schurr was that he did not side with the Board or with applicants for zoning changes or use permits, but that he had always just provided the facts. He said he knew what the County would have with Mr. Schurr, and that he could not say the same for others on the list. Chairman Brownlow asked Supervisor Davis if he felt that Mr. Schurr could manage people. Supervisor Davis said Mr. Schurr had indicated to him that part of his education had to do with management. He pointed out that the position was unclassified and exempt. Supervisor Street said she also did not believe the director had to be a planner, and that what was needed was a really good manager. She said she would like to have someone who could look the Board in the face and say "you can't do that." She said she also felt that the new director should be someone who understands customer service. Mr. Holst said he did not know if Mr. Schurr had management experience, but that he did not think Mr. Schurr's strength was in management. Supervisor Street said she would like to look at several people. Due to time constraints, there was no discussion regarding the County Administrator's plans.

5. **Technology programs; MIS management of equipment (fee for information).** Supervisor Davis said he had concerns about the County providing technology for everyone else at County taxpayers' expense and that he would like to see the County develop some kind of fee system for those services. He said that one thing to consider would be to offer providing GIS services to those cities and towns which do not wish to set up their own GIS departments. Mr. Holst said he thought that was a good idea, and that the Board would need to look at how charges might be made and how products could be priced. He said there had already been some discussions with Prescott and Cottonwood about co-functioning on GIS. Supervisor Street noted that several County departments were being hit hard with increased demands from the public for technology related services. Supervisor Davis said perhaps that was an issue for which the Board should set a policy. Mr. Holst said it would be difficult to determine how to charge for information that is already on the County's website. There was brief discussion regarding satellite imagery and when footprints would be available on the GIS information that is on the County's website. Mr. Welsh explained that there were three layers of information; the parcel information, footprints and photos. Mr. Holst said that internally the photos would be available with the parcel information, but that he was reluctant to put more information on the website until it could be cleaned up so as to be less confusing for the public. He said he believed that eventually the photos would replace the footprints. There was brief discussion regarding the dial-up service, during which Mr. Danowski said that was the only service being charged for at the present time. Mr. Holst said it was possible that the title companies' use of the dial-up service would eventually go away. Supervisor Street said she thought what Supervisor Davis had said was that he wanted to see the County charge for these services instead of providing them free of charge. Supervisor Davis said that was correct. Mr. Danowski said that at the present time the County is receiving about \$1,200 per month for dial-up services. There was brief discussion regarding methods for blocking commercial

users from information on the County's website. Supervisor Davis said his concern was that, as a taxpayer, he did not want to build a great system to help business. He said that commercial businesses, as well as cities and towns, should have to pay for the County's technology-related services but that individuals should not. He said he just wanted to be sure that those who benefit from the service are paying for it. He suggested asking departments during the upcoming budget process to provide information about how technology has helped them, saying again that he was still concerned that the County's population was growing at three to four percent each year while the County's budget was increasing by ten percent. Supervisor Davis said he thought there was a question about how much the County was doing that perhaps it shouldn't be doing. Supervisor Street said she believed that politicians were, at least in part, responsible for the increase in technology-related services for the public because they want to provide everything to their constituents. Mr. Welsh said the world was moving into an information age and that data was wealth. He said the County has the opportunity to attract high-tech and telecommuters to the area by providing good technology. Mr. Holst said it would be important to follow every product to ensure that the taxpayers are not paying for any product for which businesses could be charged. Mr. Danowski asked if putting more information on the County's website would ultimately slow internal use of computers and the like. Mr. Welsh said that it would, but that it would be possible to limit the amount of access from the outside. He said that Yavapai and Maricopa counties are the only counties in the state providing GIS information through the Internet. Supervisor Davis said the Board had made a substantial commitment with MIS and that it could only get better, but that it would be a very expensive beast to feed. He said there was so much effort being expended at getting information out to the public that the County's departments were being slowed down. Mr. Welsh agreed that the costs were great, but said that the Board had bought into it. He said that one of the ways to recoup a return was to move forward with video conferencing, which he said would provide an instant return in the amount of trips necessary by County employees between the Prescott area and the Verde Valley. Mr. Holst then provided a brief overview of the County's intranet, during which there was brief discussion regarding how computer equipment for the various departments is handled.

6. Building inspection areas; impact fees. This item was not discussed due to time constraints.
7. New positions process. This item was not discussed due to time constraints.

February 9, 2001

ITEM NO. 1. Board of Supervisors. County Administrator Jim Holst.

1. Facility and property plans. Mr. Holst said he would like to have more information about the Board's interests with regard to developing a more comprehensive building program, saying that in the past the building program had been somewhat flexible. Mr. Manera provided for the Board a review of the County's property, including the Camp Verde Justice Facility and the potential for expansion on that site, County property in Cottonwood, the Prescott Valley area, and in Prescott. He said there

was approximately five acres still available for development in Camp Verde, and that if the County could connect the facilities on that site to the Camp Verde Sanitary District, it would free up another five to eight acres of land for future expansion. Mr. Holst reviewed the property in Cottonwood, saying that the County had purchased approximately eight acres across Sixth Street from the existing County facilities and that the City of Cottonwood was interested in building on a portion of that property in exchange for City property adjacent to the County's Cottonwood annex. Mr. Manera said that expansion in Cottonwood was basically limited to increasing existing facilities vertically or purchasing adjacent property. In response to a question from Supervisor Street, Supervisor Davis said the old County road yard on Sixth Street was being leased to a non-profit performing arts group that had plans to improve it and, hopefully, to purchase it in the future. Mr. Hunt said the property was probably worth more without the building on it, and Supervisor Davis said he believed the building had historic value. There was brief discussion about the County's obligation to purchase a conservation easement related to the Mingus Avenue Extension, during which Mr. Holst said it was hoped that the easement could eventually be traded to the Forest Service for usable land. During discussion of County property in the Prescott Valley area, Mr. Holst said there had been discussions with Bill Fain regarding the possible purchase of five acres in the town center area of Prescott Valley, as well as the purchase of an additional 20 acres at the new Fairgrounds site, and potential purchase of the existing Fain offices at the corner of Highway 69 and Fain Road which he said was property that would have to be purchased in conjunction with the realignment and construction of the New Fain Road. Mr. Manera said the County would own about 50 acres at the new Fairgrounds but that most of it would be of little use because it would be leased back to the Fair Association. He said the County could possibly purchase 20 acres adjacent to the existing 50 acres which could be used for future County facilities. Chairman Brownlow suggested talking with Mr. Fain and getting some figures on potential costs. Discussion turned to land owned jointly by the County and the City of Prescott in the Sundog Ranch Road area, with Mr. Manera saying there was about 180 acres under joint ownership and that the County had an approximately one-third interest in it. There was discussion regarding the Yavapai Prescott Tribe's plans for a new road to connect with Highway 69 at the existing light leading into the Target store and the County's participation in the cost of the road, during which Mr. Holst said the County would probably take the road for maintenance when it is completed. Chairman Brownlow noted that responsibility for the intersections as Highways 69 and 89 would remain with ADOT. Supervisor Street asked why the County would want to take on that liability. Chairman Brownlow said the County collects sales tax on the reservation and that it was appropriate for the County to share in the cost of the road with the Tribe and to assume maintenance responsibility for it once constructed as the Tribe did not have the ability to do that. There was also brief discussion regarding the City of Prescott's road to the new mall area. Discussion turned to the Courthouse, with Mr. Manera saying there was very little ability left to create new courtrooms at this location but that if eventually new court facilities are built, the Courthouse could be used for support services such as the County Attorney's Office and the Public Defender's Office. There was brief discussion regarding parking issues related to the Courthouse. Discussion then turned to the old Fairgrounds, with Chairman Brownlow saying the Board had told Prescott Frontier Days that it would make the facilities available to them but would not put any money towards capital improvements other than to consider purchase of the approximately \$50,000 worth of remaining inventory left by the Fair Association. Mr. Holst said he believed that in the future it might be possible to help the rodeo if there was also participation by the City of Prescott and Prescott Frontier Days.

Supervisor Street said she believed it needed to be understood that if the County makes improvements to the existing facilities it is doing so for County purposes. There was brief discussion regarding Pioneer Park, with Mr. Holst and Chairman Brownlow explaining how the park came about and the County's arrangements with the City of Prescott with regard to management of the park.

- 2. Planning & Zoning issues (plans, ordinances, procedures). This item was not discussed due to time constraints.
- 3. AHCCCS/ALTCS, Proposition 204 ramifications; Title 36. Mr. Holst briefly reviewed Proposition 204, saying that the state would use tobacco money to expand indigent health care and that as a result the County was looking at the possibility, through the County Supervisors Association, of getting out of the acute care business. He said it was possible that the program provided for by Proposition 204 could be activated by October 1, 2001, and that it appeared that the Arizona Department of Economic Security would become responsibility for coordinating eligibility in the future. He said this might also include Title 36 issues. Mr. Holst told the Board that the County's contribution could increase as a result of these changes but that the proposed changes would also save the County a great deal of money.

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

ATTEST:

\_\_\_\_Clerk\_\_\_\_Chairman