

OFFICE OF BOARD OF SUPERVISORS

YAVAPAI COUNTY, ARIZONA

Prescott, Arizona

March 12, 2001

The Board of Supervisors met in special session on March 12, 2001.

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

Also present: Jim Holst, County Administrator; Dave Hunt, Board Attorney/Assistant County Administrator.

Others present and participating in discussion: Prescott National Forest Supervisor Mike King; Special Projects Coordinator Angelo Manera; Public Works Director Richard Straub; Sheriff Buck Buchanan; Capt. Ron Klein; Facilities Director Pat Kirshman; Karen Dove, Improvement District Services; Regional Roads Manager Phil Bourdon; Assistant County Engineer Norm Davis; Senior Planner Elise Link; Human Resources Director Julie Ayers; and Deputy County Attorney Dennis McGrane.

ITEM NO. 1. Board of Supervisors. All of the items listed below were for discussion only.

1. Discussion regarding various County facility issues. Special Projects Coordinator Angelo Manera provided the Board with an update on the old Fairgrounds, saying that he hoped to have the race track leveled and other unusable structures removed by June 1. There was brief discussion regarding the ability of the County to use the existing buildings for County purposes. There was also brief discussion regarding the new administration building at Fair Street and how it would be paid for, during which Mr. Holst said there was \$3 million allocated for the new building, clean-up of the old Fairgrounds and a new phone system. He said that revenues from the eventual sale of the Marina Street Annex, revenues from the sale of County property to Central Yavapai Hospital District, and a transfer from Medical Assistance could all be used to help pay for the new building. Discussion turned to the Camp Verde Jail, with Mr. Manera and Sheriff Buchanan saying they believed the new 480-bed jail facility would be ready for occupancy by the end of November 2002, with the remanded juvenile facility being completed after that and ready for occupancy by May of 2003. Sheriff Buchanan said he believed that by the seventh year of the Jail District the Board would need to look at building a new jail in the western part of the County. Supervisor Street asked if the Board had already agreed on how to pay for the new jail facilities. Mr. Holst responded that when the voters approved the formation of the Yavapai County Jail District, it was generally understood that a bond would be obtained to pay for construction with the bond being paid back through sales tax revenues for the Jail District. Discussion turned briefly to potential land donations for County parks, with Mr. Manera telling the Board that the County had been approached with an offer to

donate eight or nine acres on Rachel's Knoll in the Sedona area. Chairman Brownlow said the County had also been offered approximately 200 acres in the Williamson Valley area. Mr. Manera concluded his presentation regarding County facility issues by saying that he was trying to find space at the Camp Verde Justice Facility for Adult Probation and that the County also needed an approximately 3,000-square-foot dry storage facility at the Verde Roads facility.

2. **Discussion regarding Board of Supervisors' meeting schedule.** Clerk of the Board Bev Staddon provided a proposed revised meeting schedule, saying that the new schedule would add one regular meeting per month to be held on the second Monday of the month in Prescott. She said the second meeting of the month would provide for up to an hour and a half for study session items, to be followed by a limited number of action items. She noted that the schedule also proposed a change in the starting time for the Board's meeting in Cottonwood, moving the start time from 9:00 a.m. to 9:30 a.m., and providing for Public Works items to begin at 1:00 p.m. Chairman Brownlow suggested having Consent Agenda items for Public Works considered at 1:00 p.m. as well.
3. **Discussion regarding contracting out certain functions related to special district administration.** Clerk of the Board Bev Staddon explained that a proposal had been received from Improvement District Services offering to provide a wide array of services related to special districts administration. Ms. Staddon said the proposal had been reviewed by Deputy County Attorney Randy Schurr, who had indicated it looked fine to him, and that she and Finance Director Mike Danowski had reviewed the proposal and were suggesting that the Board consider contracting out a limited number of services. She said the limited services to be considered would include assessment billings and collections and billings of user fees for Seligman Sanitary District. Following very brief discussion, Ms. Staddon said she and Mr. Danowski would sit down with Karen Dove from Improvement District Services and try to negotiate a contract for the reduced list of services.
4. **Discussion regarding possible establishment of a policy concerning bike lanes as opposed to off-road trail systems.** Supervisor Davis said some discussions regarding this issue came up during construction of Beaverhead Flat Road. He said he would like to have an off-road trail system linking various parts of the Verde Valley, but that bike enthusiasts had come in at the last minute and asked for bike lanes on both sides of the road. He said he was not in favor of it and that while he could encourage off-road trail systems he could not encourage bike trails on the same road that vehicles use. Supervisor Davis said he thought it would be helpful if a policy could be developed to deal with this type of issue. He said that when ADOT did work on Highway 179 it was asked to provide bike lanes and refused to do so, citing liability reasons. He said the Board had committed to do trails, but that now people wanted even more. He said bikes in the roadway constituted a safety issue. Mr. Hunt said he believed a policy could be developed and brought back to the Board. Supervisor Street said she would prefer to spend money building roads, and that safety was certainly a big factor with regard to this issue. Prescott National Forest Supervisor Mike King said he wanted to commend the County for taking the opportunity within the right-of-way to provide trail access. He said he also thought the Board should look at the issue of who is responsible for trails that are built in the County right-of-way. Mr. Holst asked if it would be possible to have an "Adopt a Trail" program similar to the "Adopt a Highway" program that ADOT has. Supervisor Davis asked if it would be appropriate for the Board to send a letter to the Yavapai County Trails Committee asking for input on this issue. There was general agreement that such a letter would be appropriate. Supervisor

Davis said he believed if the Board had a policy it would help to eliminate arguments in the future. Supervisor Street said she realized there was a demand for bike lanes but that she did not want to spend money on them, and that bike enthusiasts were a special interest group.

5. **Discussion regarding at-will compensation proposal.** Human Resources Director Julie Ayers reviewed her proposal, saying it would use existing ranges from Range 51 to Range 73 for at-will employees and that hiring, promotions and transfers would be handled for these employees in the same manner as they are for classified employees. She said that all employees would participate in a range adjustment each year and all would have annual evaluations. Mr. Holst said that what the proposal really came down to was how much protection employees would have through the Merit System Commission, and that everything else would remain pretty much the same. Supervisor Street she had always had a problem with this idea. She said she would not "sell her soul" for a 5% increase in return for giving up classified status. Mr. Holst said the reason for trying to move some employees to at-will status had to do with the ability of department heads to manage their departments. He said that department heads were having a problem getting things done because of their inability to control management type employees because of their classified status. Supervisor Davis said that under this plan every employee would have a choice as to whether to become at-will and receive a 5% increase or remain as a classified employee. He said no one would be forced to do anything. Deputy County Attorney Dennis McGrane said that if all the attorneys in the County Attorney's Office were at-will, the possibility would exist that a newly-elected County Attorney could come in and let them all go and bring in new people, but that to do so would be nuts. He said that speaking for himself, he would have volunteered to become at-will for only a 2% increase in salary because he has confidence in his ability to do his job. Ms. Ayers said there were probably fewer than 100 employees in the County who could change to at-will.
  
6. **Discussion regarding structure of Parks Department.** Prescott National Forest Supervisor Mike King presented information regarding new legislation passed by Congress in October of 2000 related to National Forest Fees that would allow the County to take an average of the fees received between the period 1986-1999 and to use 15% to 20% of those fees for improvement of public lands. Mr. King said that improvement of public lands could include items such as special road projects, trails, trailheads, weed control and the like. He said funds could also be used to purchase easements to access public lands. Mr. King explained other aspects of the new law, including the establishment of a Resource Advisory Committee which he said would be required if certain options were taken. Following brief discussion, Mr. Holst said this new information would be reviewed as part of the budget process. Chairman Brownlow noted that Parks Coordinator Jim Boyd had resigned his position, but that he believed the Board should try to find a place for him in the County system. He said that the Seligman Airport was in need of someone who could deal with electrical issues, and that Mr. Boyd was an electrician. He suggested that Mr. Boyd be assigned part time to the Seligman Airport and that he be assigned to the Facilities Department for the other half of his time. There was brief discussion regarding putting the responsibility for Parks back under the Facilities Department.
  
7. **Discussion regarding grant funding related to Growing Smarter.** Senior Planner Elise Link told the Board that at this time pursuing grant funding was probably premature, but that there might be an opportunity to do so next year. Mr. Holst said he would look into and that if the County qualified, it might be wise to go ahead and apply.

Ms. Link said she had called other counties and that it appeared most of them were in the same situation as the County with regard to compliance with Growing Smarter.

8. **Planning & Building Director update.** Human Resources Director Julie Ayers read to the Board a letter she had received from Jim Stahle, whom the Board had appointed to the position of Planning & Building Director contingent upon his acceptance of the position. The letter indicated that Mr. Stahle was unhappy with the \$70,000 salary offered to him for the position. Following brief discussion about Mr. Stahle and about candidate Tom Dixon, Supervisor Davis moved to declare an emergency and convene in emergency session to consider taking action on the Planning & Building Director position and on a vacant Senior Planner position. Supervisor Davis then moved to withdraw the offer of the Planning & Building Director position to Mr. Stahle. Supervisor Street seconded the motion, which carried by unanimous vote. Following brief discussion regarding the possibility of restructuring the department, Supervisor Davis moved to offer the vacant Senior Planner position to Mr. Dixon at a salary of up to \$49,500. Supervisor Street seconded the motion, which carried by unanimous vote. There were no comments from the public regarding the Board's action. There was general agreement that the Board should meet later in the week to discuss and possibly take action on restructuring the Department.

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

ATTEST:

\_\_\_\_\_ Clerk \_\_\_\_\_ Chairman