

OFFICE OF BOARD OF SUPERVISORS
YAVAPAI COUNTY, ARIZONA

Prescott, Arizona

October 15, 2001

The Board of Supervisors met in regular session on October 15, 2001.

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

Absent: Gheral Brownlow, Chairman, due to previously scheduled vacation.

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

Because of Chairman Brownlow's absence at this meeting, all references to "unanimous vote" are understood to mean by unanimous vote of those present.

ITEM NO. 1. Board of Supervisors. Consider approval of items appearing on the Consent Agenda for Board of Supervisors and on the Consent Agenda for Special Districts. Unless otherwise noted, all items were approved by unanimous vote. Motion by Supervisor Davis, second by Vice Chairman Street. See Consent Agenda for detail.

ITEM NO. 2. Merit Award Board Chairperson Joyce Zuber. Approve David Hanson, Assessor's Office, as Employee of the Month for October 2001. Approved by unanimous vote. Motion by Supervisor Davis, second by Vice Chairman Street.

ITEM NO. 3. Resolve into the Board of Directors of Bryce Canyon Drive Sewer Improvement District. Reference: Special district minutes.

1. Approve minutes of meeting of October 1, 2001.
2. Open bids received for construction of the improvement known as Bryce Canyon Drive Sewer Improvement District of Yavapai County, Arizona; refer bids to District Engineer for recommendation; award bid.
3. Consider approval of operation and maintenance agreement with Environmental Biomass Services, Inc.

ITEM NO. 4. Resolve into the Board of Directors of the Yavapai County Jail District. Study session for discussion of financing program for the Camp Verde Jail expansion. Grant Hamill and Mike LaVallee of Peacock, Hislop, Staley & Given, Inc., and Keith Hoskins of Gust Rosenfeld P.L.C. Reference: Special district minutes.

ITEM NO. 5. Resolve into Board of Supervisors. Water Advisory Committee Coordinator John Munderloh. Discussion and possible action regarding application for U.S. Bureau of Reclamation Conservation Assistance Grant. Mr. Munderloh told the Board that for the last several months the WAC had been looking into the cost of doing water budgets, and that it would like to move forward with water budgets for the Verde Valley communities and some other unincorporated areas of the County. He said the WAC had learned that the Bureau of Reclamation had a grant available for this purpose and that it would like to apply for the grant. Mr. Munderloh said there was a match requirement, but that it could be in-kind services and that he would have no trouble at all matching the \$25,000 with his time. Upon a motion by Supervisor Davis, seconded by Vice Chairman Street, the Board voted unanimously to approve Mr. Munderloh's request.

ITEM NO. 6. Facilities Department Director Pat Kirshman.

1. Request for creation of two additional positions, one Electrician at Range 61 and one Carpenter at Range 61. Mr. Kirshman said he had spoken with Mr. Holst about his department's current workload and the

additional responsibility of the County's parks, and that the positions he was requesting could be paid for from existing funds in the Facilities Department budget. In response to a question from Vice Chairman Street, Mr. Kirshman said there was some money available in project accounts. Supervisor Davis noted that neither the Secretary Journey nor Parks Coordinator positions had been filled. Mr. Kirshman said he would be looking at realigning some of the Parks Coordinator duties. Supervisor Davis moved to approve the request. Vice Chairman Street seconded the motion, which carried by unanimous vote.

2. Consider approving upgrade of electrical circuitry at the Courthouse Plaza. Supervisor Davis asked Mr. Kirshman if he had funds available for this work. Mr. Kirshman responded that there was a general fund for projects. He said a quick estimate of the cost revealed that materials would likely run about \$5,000 and that the project would require about 200 hours of labor. He said the Prescott Downtown Partnership had offered to assist in paying for the project, and that it had indicated it had about \$5,000 available. Mr. Holst said a major part of this request was related to the availability of electricity for Christmas displays. Mr. Kirshman noted that if approved, this work would max out electricity use on the Plaza. Vice Chairman Street said that if this was about Christmas lighting, then less was better. She said that if the PDP was managing the lighting, it was their problem. She expressed concern about the County's ability to manage the Courthouse if electricity was going to be maxed out. Mr. Kirshman clarified that the proposed would affect electric capacity only on the Plaza grounds and not in the Courthouse. He said the project would allow for the consolidation of displays, and that it was hoped the project could be completed by November 17, 2001. Supervisor Davis moved to approve an amount not to exceed \$5,000 with the understanding that the PDP would participate in the cost to the greatest degree possible. Vice Chairman Street seconded the motion, which carried by unanimous vote.

ITEM NO. 7. Public Works Director Richard Straub.

1. Consider accepting Verde Valley Justice Center Road as a County-maintained road. Approved by unanimous vote. Motion by Supervisor Davis, second by Vice Chairman Street.
2. Consider approval of a resolution to take by eminent domain two drainage easements off Montezuma Avenue, Lake Montezuma area. Resolution No. 1309 was approved by unanimous vote after Mr. Straub told the Board he would continue negotiating with the property owner of one of the easements. Motion by Supervisor Davis, second by Vice Chairman Street.
3. Consider approval of items appearing on the Consent Agenda for Public Works. Unless otherwise noted, all items were approved by unanimous vote. Motion by Supervisor Davis, second by Vice Chairman Street. See Consent Agenda for Public Works for details.

CONSENT AGENDA FOR PUBLIC WORKS: Unless otherwise noted, all items were approved by unanimous vote. Motion by Supervisor Davis, second by Vice Chairman Street.

1. Accept water franchise application from Sherman Pines Homeowners Association, Inc., for renewal of an existing franchise agreement and set hearing for November 5, 2001, at 12:00 p.m.
2. Permission to purchase capital equipment for the Roads Division in an amount not to exceed \$6,600, to be paid from existing budgeted funds.
3. Consider approval of Contract Extension and Change Order #1 with Sedona Recycles, Inc. until November 14, 2002, for Recycling Services in the Verde Area, Yavapai County, Arizona, Contract #998149. Increase of \$1,495 to be paid from the Verde Valley Solid Waste Recycling account.
4. Consider approval of Change Order #1 with Asphalt Paving & Supply for Various Overlay Projects in Yavapai County, Arizona, Project #2111063, Districts 2 and 3. Decrease of \$30,010.50.
5. Consider approval of Change Order #1 to Authorization of Services #2111070 with IT Corporation for Groundwater Sampling and Installation of Dedicated Pumps for Monitoring Wells at the Prescott Valley Landfill in District 2, and a

time extension to December 31, 2001. Increase of \$1,320, to be paid from Prescott Valley Landfill Outside Services account.

6. Award or reject bids received for Supply and Delivery of Smooth Bore Polyethylene Pipe in Yavapai County, Contract #2111071. Bids opened October 2, 2001, with bids received from Advance Drainage Systems, Inc.; Contech Construction Products, Inc.; and FNW Willing Pump & Supply. Recommend awarding to all bidders.
7. Award or reject bids received for Supply and Delivery of Aggregate Base Course in Yavapai County, Contract #2111072. Bids opened October 2, 2001, with bids received from the following vendors: ACT Contracting, L.L.C. dba Sand & Gravel; Ashrock, L.L.C.; B & B Materials; Flintstone Industries, Inc.; Hanson Aggregates of Arizona, Inc.; Meadow Valley Contractors, Inc.; Metro Materials, Prescott and Camp Verde; Salt River Sand & Rock; Superstition Crushing, L.L.C.; Yavapai Apache Sand & Rock. Recommend awarding to all bidders. Supervisor Davis said he had received an inquiry from a local bidder wanting to know if he could get on the list after the call for bids closed. Deputy County Attorney Randy Schurr said it was possible, but that technically if the amount was over the bid amount it was not eligible. Mr. Straub said he always went with the lowest bidder in each location first. Supervisor Davis moved to approve the award as recommended. Vice Chairman Street seconded the motion, which carried by unanimous vote.

ITEM NO. 8. Development Services Director Ken Spedding and Senior Planner Elise Link. Planning and zoning. Planning & Zoning Commission Chairman Helmut Woellmer was present to represent the Commission.

1. Final subdivision plat in a PAD, Firecliff (formerly known as Suncliffe Estates), 405-33-482H, Village of Oak Creek area, #1006. Consideration of a Final Subdivision Plat in the PAD (Planned Area Development) Zoning District for the project known as Firecliff (formerly Suncliffe Estates) to allow for the creation and ultimate conveyance of 142 residential dwelling units with various open space and private street tracts consisting of 63 single family detached lots and 79 town home (attached dwelling) lots on 55.83 acres. Located approximately ¼ mile north and east of the intersection of Jacks Canyon Road and Hwy 179 in the Village of Oak Creek/ Big Park area. The project is bounded to the west by the Bell Rock Vista development, to the north by the Pinon Woods development and to the east by the Cathedral View development. This site is located in the Core Area of the Big Park Community Plan. Permitting & Compliance Director for the Cottonwood Division Enalo Lockard presented this item, reminding the Board that this subdivision was previously called Suncliffe and that the final plat is not considered by the Planning & Zoning Commission. He said there had been a few changes and that because the "product" size had changed, six lots had been deleted. Mr. Lockard said that one stipulation was that the applicant purchase two lots adjacent to Jacks Canyon Road, and that the applicant had chosen to retain the street name of Suncliffe because it had been that way for many years on an existing stub-out street to the north of the project. He said the applicant had worked with engineering staff and Flood Control District staff in order to work out some minor issues, but that the lots and streets in the subdivision were the same. In response to a question from Supervisor Davis, Mr. Lockard said it was his understanding that the phase three drainage report just needed to have some technical revisions and be resubmitted for approval. Applicant's agent Jason Morris said he wished to address the stipulation regarding the purchase of the two lots adjacent to Jacks Canyon Road. Project Engineer Steve Patterson told the Board in that regard the applicant had added dedication language to the plat, and that the two lots would be included as part of the subdivision but would have a dedicated roadway through them. Deputy County Attorney Randy Schurr reviewed the proposed language and said it was fine. He also said the County was selling the lots, excluding the road, for the \$110,000 the County had paid for them. The Board indicated it was satisfied with that. In response to a question from Supervisor Davis, Mr. Patterson said the lots would initially be used for a monument sign and sales office for the subdivision, and eventually would be sold as lots. Mr. Morris pointed out that the phase three drainage report had already been resubmitted. Mr. Patterson added that he had met with County staff the previous Friday. Vice Chairman Street called for comments from the public. John Satch said he lived adjacent to the lots being purchased and would like to know where Suncliffe Drive would go in relation to those two lots.

Mr. Patterson showed Mr. Satch on the map where the road would be placed, and Mr. Satch said he was satisfied and had no further questions. Supervisor Davis moved to approve the final plat contingent upon compliance with all of the specifications and stipulations being met. Vice Chairman Street seconded the motion, which carried by unanimous vote.

CONSENT AGENDA FOR BOARD OF SUPERVISORS: Unless otherwise noted, all items were approved by unanimous vote. Motion by Supervisor Davis, second by Vice Chairman Street.

1. Requests from Board of Supervisors:

- a. Approve minutes of meeting of October 1, 2001 and of special meeting of September 26, 2001.
- b. Approve sale of trailer on Hennen Property by auction, for \$200 including removal.
- c. Consider approval of the Voucher Transit System Memorandum of Understanding with NACOG-EWD from October 31, 2001 through October 31, 2002. Public Works Transportation Coordinator Mike Willett and NACOG representative Mimi Hurtado participated in discussion of this item. Ms. Hurtado acknowledged that the Board was well-versed on the voucher program. She said that the other entities involved in the program were committing 100% their LTAF monies to the program as follows, and that the amounts included the required 25% match: Chino Valley, \$18,898; Prescott, \$81,857; and Prescott Valley, \$57,765. Ms. Hurtado said that for the period from April through September 2001, the program cost only for the unincorporated areas of the County was about \$6,700 per month. She told the Board the program was serving youth, low income adults, disabled individuals and seniors and that the majority of the rides were for medical appointments or for transportation to and from work. Supervisor Davis asked if there was any reason why approval of the MOU could not wait. Ms. Hurtado said the current contract would expire at the end of October. Supervisor Davis asked when the new transit assistance funds would be available. Mr. Willett responded that the first quarterly payment had been received in September. Supervisor Davis said that if the anticipated funds were going to be down by \$55,000 it would give the County a total of only \$140,000 for the next year and that he was concerned that approving the MOU on this day would have the effect of committing Districts 1 and 2 to using 100% of their funds for this program, thereby leaving no funding available for other transit programs in those districts. He said he believed it would be more appropriate for the Board members to make an assessment of the transit needs in their respective districts and then determine how much money would be available for the voucher program. Supervisor Davis said he believed the voucher program was a great program, but that each Board member also needed to look at other transit needs. Mr. Holst reminded the Board that it had already approved a one month extension of the program, and that it needed to consider continuity of the program. He said that last year the Board had said it wanted to be sure that no one was anticipating a commitment from the County for this program for the future, and that what the Board might want to consider on this day would be to extend the program for one or two more months in order to allow more time for the Board members to look at needs and available funds. Mr. Holst said there were unexpended funds available from the prior year that would need to be used or turned back, and that an extension could be paid for from those funds. Vice Chairman Street said she would like to see information about the program reported to the Board and broken down by supervisorial district. She said she would like to know how those using the program qualify by group. She said she would probably not be willing to approve a year's contract for the program, but instead would likely be more inclined to go with three months. Vice Chairman Street said she was concerned about to whom the money was going, how often it was going, and how it was being spent. Supervisor Davis moved to approve two additional months for the program at \$6,500 per month, contingent upon funding being available from Districts 1 and 2 to be paid from the new year's funds, and to bring this item back to the Board for consideration at its meeting on November 19, 2001. Vice Chairman Street seconded the motion, which carried by unanimous vote.
- d. Pull from the 2001 tax sale list parcel 406-33-054 and award to the City of Cottonwood for a total amount of

\$360.60 and waive the \$100 administration fee.

- e. Appoint Mimi Hurtado and Rick Marcum as public sector representatives on the Local Workforce Investment Board to replace Linda Broomhead and Paul Kessell respectively, each with terms to expire September 2005, and appoint Rick Marcum as a public representative on the LWIB Executive Board; and appoint Phil Clayton to the LWIB Youth Council, as recommended by the LWIB.
 - f. Consider approval of an amendment to the intergovernmental agreement with the Town of Jerome for the Clark Street Community Building Elevator/Renovation project. Amendment required by CDBG to clarify location of County office space and that CDBG funds will not be used for the County space.
 - g. Approve pollworkers, early board workers, and designate polling places for the November 6, 2001, merger election for the Verde Rural and Cornville-Page Springs Fire Districts.
 - h. Consider approval of a contract with the Verde Valley Humane Society for animal shelter services for the period October 1, 2001 through January 31, 2002. Vice Chairman Street said she had some reservations about this because it appeared that there were meetings about the contract at which the County had not been included. She said she had learned that cities and towns were paying the same rate the County was now being asked to pay. Supervisor Davis provided some brief background information, saying that the previous board of directors of the VVHS had proposed a 60% increase and that cities and towns had said they could not afford it. He said that subsequently, the entire board of directors resigned and that the new board had come up with the rate being considered on this day, which he said was better than it might have been otherwise. Vice Chairman Street said the Sheriff had noted in his memo regarding the contract that he had sufficient funds in his budget to cover the cost, and she moved to approve the contract. Supervisor Davis seconded the motion, which carried by unanimous vote.
- 2. Request from Sheriff for approval to sign a contract with SAGEM-MORPHO, Inc. for the maintenance of the recently acquired Livescan System at a cost of \$4,492 for FY 2001/2001 from the Jail Enhancement Funds; \$5,795 for FY 2002/2003, \$6,144 for FY 2003/2004 and \$6,452 for FY 2004/2205 to be paid from budgeted funds to be submitted in budget year 2002/2003.
 - 3. Request from Finance Department to approve appropriation transfers to cover departmental deficit balances and individual fund deficit balances for the year ended June 30, 2001.
 - 4. Requests from Facilities:
 - a. Authorization to accept Arizona State Parks Grant for High Desert Park with funding by Arizona State Parks grant in the amount of \$75,000 and a County grant match of \$75,000 from a combination of Yavapai County District 2 Park Funds and High Deserts Helpers, Inc.
 - b. Authorization for staff to proceed with acquiring 40-acre BLM parcel, Diamond Valley, also known as "Prescott Mesas", for the purpose of open space and limited recreation at a cost of \$2.00 per acre per year for five years with an option to purchase along with the development costs to be paid out of District 1 Park Fund. Vice Chairman Street said she would like to hold this item for a future meeting, and would like to talk about it at the upcoming Board retreat. Supervisor Davis said the lease was for \$2.00 per acre per year for five years, at the end of which the BLM would deed the property to the County at no cost. Vice Chairman Street moved to hold this item in abeyance. Supervisor Davis seconded the motion, which carried by unanimous vote.
 - 5. Request from School Superintendent, Special Program Division for travel for Fred Czarnowski to Hermosillo, Sonora, Mexico, to participate in deliberation of the Education Committee of the Arizona-Mexico Commission Plenary Session, November 15 – 18, 2001, at an approximate cost of \$600, to be paid from Travel/Training budget.
 - 6. Request from County Attorney's Office for permission for Investigator Shane P. Reed to attend Fraud Investigation and Tracing Illegal Proceeds seminar in San Francisco, California, October 28 through November 2, 2001, at a total cost of \$2,154.80 to be paid from PANT Seized Account.
 - 7. Approve vouchers.

CONSENT AGENDA FOR DIRECTORS OF YAVAPAI COUNTY FLOOD CONTROL, FREE LIBRARY AND JAIL DISTRICTS, AND COUNTY IMPROVEMENT DISTRICTS: Reference: Special District minutes.

- 1. Resolve into the Boards of Directors of the Yavapai County Flood Control and Free Library Districts for the purpose of approving vouchers.
- 2. Resolve into the Board of Directors of the Yavapai County Free Library District:
 - a. Approve minutes of meeting of September 4, 2001.
 - b. Request for approval to continue intergovernmental agreement with Yavapai College for the Mayer Public Library to be the Access Center for Yavapai College courses and services.
 - c. Consider accepting and expending State Grants-In-Aid funds of \$23,000 and transfer \$15,000 from the Library District general fund Grant Match account to the State Grants-In-Aid fund.
- 3. Resolve into Board of Directors of the Yavapai County Flood Control District:
 - a. Approve minutes of meeting of September 17, 2001.
 - b. Request for permission to purchase parcels 500-03-805 and 806, Spring Valley area, for a detention pond at an estimated cost of \$13,725 plus costs, and authorize Director to sign the necessary paperwork. Also transfer \$6,000 from Poquito Valley Flood Hazard Mitigation Project account to Property Acquisition account to pay for the same.
 - c. Consider approval of a professional services contract with Project Engineering Consultants, Inc., in the amount of \$36,413 for additional hydrology and hydraulic study and preparation of plans and specifications for upgrade of the Swenson Street low water crossing, Forbing Park area, to be paid from budgeted funds.
 - d. Consider approval of a professional services contract with Stantec Consulting, Inc., in the amount of \$79,600 for Village of Oak Creek area projects and requesting merging of project accounts and transfer of funds from Cottonwood Street Project for VOC projects.
 - e. Consider approval of a professional services contract with Coe & Van Loor Consultants, Inc., in the amount of \$21,300 for the Pima Wash Stabilization Project FCD 002-013, Prescott Country Club area. To be paid from budgeted funds, Pima Wash Stabilization.
- 4. Resolve into Board of Directors of the Yavapai County Jail District.
 - a. Approve minutes of meeting of October 1, 2001.
 - b. Approve call for bids for Camp Verde Jail Expansion.

CLAIMS AGAINST YAVAPAI COUNTY

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
General Fund	1,432,722.45	Jail District	227,527.75
District 1 Park Fund	68.00	District 2 Park Fund	573.69
District 3 Park Fund	.30	Family Planning	1,910.27
MCH Programs	1,291.14	Home Health Ser	10,869.48
Health Promotion	2,443.44	Nutrition	4,060.09
T.B. Control	409.71	WIC Program	12,411.76
Jail Enhance	13,974.96	Juvenile Delinq. Reduct	8,993.46
Juvenile IPS	28,389.27	Family Counseling	285.20
Juvenile Food Prog	1,444.14	Commun Advis. Bd	0.00
Probation Serv	11,010.42	Adult IPS	26,497.10
Adult Probation Fees	20,268.75	Prob Enhance	28,512.25
Recorder's Surcharge	3,064.66	Indigent Def/Dg	1,121.38

Misc Small Grants	1,331.38	Crim Just/Atty	8,381.28
Bad Check Prog	2,929.64	Juv Prob Svs	4,599.47
Commodity Fd	2,428.86	Azeip Case Mgmt	2,229.93
Sexual Trans Disease	136.90	Hi Risk Chld HI	2,274.44
Clerk's Storage	522.24	WIC/TOB Intervention	1,234.45
HIV Counsel & Test	1,220.62	Atty Anti-Racket	8,469.49
PANT	3,703.98	Law Library	11,413.14
CASA	1,004.03	Case Process	4,142.88
Azeip Coordinator	1,460.13	Vict Witns Prog	6,123.30
Court Enhancement	1,332.26	Council Court	4,612.19
SALT	93.86	Juvenile Scholar.	87.98
Drug Enf Fndg	2,216.52	Primary Care Svs	84,423.09
Victims Rights Impl	3,491.38	JAIBG Juv Acct	1,933.23
Yav Indian Agreement	1,739.55	Hassayampa/LTC	1,181.91
Dietetic Intern	2,332.00	Immuniz Service	2,028.99
Personal Care Svs	910.87	Idea-Preschool	933.36
Public Defender Train.	599.80	Subs Abuse/DARE	287.26
Chem Abuse	235.55	Family Drug Court	936.41
Juvenile Drug Court	2,297.42	Juv Det/PACE	5,235.15
Rural County	22,300.00	Prevent Child Abuse	1,257.06
Special Program	8,179.62	Sm Schools Ecia	680.97
Sm Schools Beha	14,228.46	Cops in School	4,062.17
Fill the Gap - Courts	9,399.06	Hurf Road Funds	506,331.06
Health Fund	64,684.10	Jail Commissary	3,859.58
Yav. Cemetary Assoc.	325.62	Landfill Administ.	76,373.76
Water Advisory Comm	70,645.74	Clinical NICP	555.10
Tire Recycle	2,509.25	Hazardous Materials	698.50
Safe School Pro	5,769.82	Adhs-Svs Coord	822.56
Local Incentive Awards	529.77	Fill the Gap - Attorney	2,004.26
Family Law Commiss.	3,751.55	Comm Punish Pro	1,930.97
Juv. Detent Ed Pro	92.03	Regnl Road Project	1,809,873.92
Health Start	4,237.14	Victim Compens.	11,657.41
Interstate Compact Pro	2,216.29	Ryan White II	1,803.40
Primary Care Fees	154.00	Perinatal Block	1,919.17
Well Woman Health	762.03	Tobacco Educ	9,153.37
Hopwa Housing Op	132.93	Cops Fast	2,799.73
Ad Prob Education	368.03	Detention Education	92.03
School Res. Mayer	1,768.36	Direct Treat Ed Fund	6,827.00
Field Trainer	1,635.63	Comm. Access Pro	776.40
Attendant Care	16,893.32	HIV/CT	439.20
HIV Targeted	1,856.54	Child Justice	672.99
Child Sup & Vis	626.06	Domestic Relations	45.48
Self Service	508.79	VOCA	3,975.22
LTAF VLT Local Tran	2,500.00	Yav. Drug Court	1,779.91
JTSF Treatment	12,434.27	Diversion Conseq.	11,297.07
Transferred Youth	358.30	Capital Projects	898,296.04
Jail Construction	325.26	ALTCS	1,388,839.26

In addition, payroll was issued on October 5 for the pay period ending September 29; warrant numbers 2410413 through 2410927, in the amount of \$380,774.70. Jury certificates were also issued, warrant numbers 6852559 through 6852681; 6852682 through 6852732. Warrants issued for October 15 Board day, 4157557 through 4158044; 4158045 through 4158352.

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

ATTEST:

____ Clerk _____ Chairman