

OFFICE OF BOARD OF SUPERVISORS

YAVAPAI COUNTY, ARIZONA

Prescott, Arizona

October 23-24, 2001

The Board of Supervisors met in special session on October 23 and 24, 2001.

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

Also present: Jim Holst, County Administrator.

The Board met in the Yavapai Room of the Hassayampa Inn in downtown Prescott, these meetings having been designated as a Board retreat.

October 23, 2001

ITEM NO. 1. Board of Supervisors' photo (may be taken on the Courthouse Plaza). District 3 Administrative Aide Diane Joens took photos of the Board and staff.

ITEM NO. 2. Resolve into the Board of Directors of Bryce Canyon Drive Sewer Improvement District. Approve Resolution No. 2001-3, Approving the Assessment Diagram; and approve Resolution No. 2001-4, Setting the Date for Hearing on the Assessment and Ordering the Giving of Notice for Such Hearing. Reference: Special district minutes.

ITEM NO. 3. Resolve into Board of Supervisors. County Administrator Jim Holst. Review of information regarding the County's capital improvement plan. County staff present and participating in discussions: Angelo Manera, Special Projects Coordinator; Dennis McGrane, Chief Deputy County Attorney; Pat Kirshman, Facilities Director. Chairman Brownlow prefaced Mr. Holst's presentation by saying that this was a very important meeting because the Board was faced with making decisions that would have an impact on the County for many years to come. Mr. Holst said he was not really looking for the Board to develop a plan on this day, but that he hoped for an exchange of information that would allow staff to return to the Board in the future with options for an overall plan. He referred to a Board retreat held in 1993 during which the Board discussed capital improvements, saying that discussion at that meeting regarding securing additional land in the Verde Valley had become a reality with the County's purchase of additional property in the area of Sixth Street and Mingus in Cottonwood. Mr. Holst said the County had been spending between \$2 million and \$3 million each year for capital improvements and that he would like to look at what could be accomplished each year with that level of expenditure. Mr. Holst said he had just met with Judge Brutinel and Juvenile Probation staff and that there were already capacity problems at the juvenile facility. There was brief discussion regarding the County's ability to provide adequate space for both regular juvenile offenders and for remanded juveniles because of sight and sound separation requirements. Supervisor Davis expressed interest in finding a way to utilize the same employees to oversee both kinds of juveniles. Mr. Holst briefly identified the general categories of County facilities, saying that they included administrative services, court services, Sheriff and jail services, public works services, health clinic services, library and information services, park services, and ancillary services such as the Cooperative Extension Program and the Fair. He said the County was looking at phasing out the jail in downtown Prescott and having another jail facility in the Verde Valley. He told the Board that Public Works services were well established in both the Prescott and Verde Valley areas. There was brief discussion regarding a proposed expansion of the Public Works facility on Commerce Drive, during which Chairman Brownlow said he believed part of the cost of the expansion could be paid for from the waste tire fund. Discussion turned to the issue of health clinics, with Chairman Brownlow saying he believed that growth in the Chino Valley area might necessitate the need for expansion of the County's health services in that area. Mr. Holst said the Town of Chino Valley had given the County notice of its intention to take over the building currently being used for health services, which was constructed using CDBG funds, as soon as the five years was up. He said that as a result, the County would have no health facility in Chino Valley. Returning to the issue of space for juvenile detention, Chairman Brownlow asked if it would be possible to build a new morgue and convert the existing morgue to a juvenile facility. Mr. Holst said he could look into it but that given the growth in juvenile cases, the additional amount of space that could be obtained by converting the morgue would probably not be of much help. At this point, Mr. Holst provided maps and satellite photos of County-owned property throughout

the County, during which there was brief discussion regarding the various properties. Discussion then turned to space issues in the County Attorney's office, with Mr. McGrane telling the Board that the County Attorney's office was quickly running out of space. He said there were only two six-by-six cubicles left open in the Prescott office. Mr. Holst said there had been discussions about moving staff in the Verde Valley who are in leased space into a County facility, and that he thought everyone was aware that the modulars at the Camp Verde Justice Facility were not a solution for office space. He said there had not been discussions about space for the County Attorney in Prescott. Chairman Brownlow asked Mr. McGrane if he had any idea about how much more room would be needed for the County Attorney, and whether it would be possible to move some of the attorneys to a different location. Mr. McGrane said that his own personal preference would be to separate the civil attorney functions from the criminal attorney functions, and to ensure that the criminal attorneys were in close proximity to both the courts and the jail. Supervisor Davis asked Mr. McGrane if he thought it would be feasible to retrofit the Gurley Street building into a jail, or to move the jail out and convert the entire building to office space. Mr. McGrane said he had heard it would be very expensive to retrofit the building into a jail, but that he did not know how the building might be converted into office space. Mr. Holst said staff had talked about the possibility of keeping the old jail in place for intake purposes and as a place to house prisoners the night before trial. Mr. Manera said he believed it would be very expensive, and probably not very efficient, to try to turn the entire Gurley Street building into a jail facility. Chairman Brownlow noted that most of the jail facilities would be in Camp Verde, and asked if it would be appropriate to have the next court building in that location. Mr. Holst agreed that it would be appropriate. Supervisor Street said if the Camp Verde Justice Facility property was connected to sewer, there was no reason why the County could not put more buildings at that location. Mr. Manera said the key would be to eliminate the County's sewer plant and annex into the Camp Verde Sanitary District. He said he believed it was possible to annex into the sanitary district, but that he did not know what the cost would be. There was brief discussion regarding properties adjacent to the Camp Verde Justice Facility which might be available to purchase for expansion purposes. There was general agreement among the Board members that the Camp Verde Justice Facility location should be seriously considered for a courthouse and for other related services such as County Attorney, Public Defender and probation facilities. Supervisor Davis said that if an appropriate superior court facility was located at the Camp Verde site, it could result in some relief to the Prescott court facilities. He suggested that the County also look into the possibility of using buses for transporting prisoners instead of the small vans currently being used, and that consideration also be given to using the jail in the Verde Valley for hard-core prisoners who could be tried in a court located at that facility and having a jail for other types of prisoners who could be transported to Prescott for trial. Chairman Brownlow said it appeared to him there was consensus among the Board members to have Mr. Holst and Mr. Manera look into acquiring additional property adjacent to the Camp Verde Justice Facility. Discussion turned to the old road yard on Sixth Street in Cottonwood, during which Chairman Brownlow said he thought it might be wise for the Board to look into cancelling the lease with the organization using the property. Supervisor Davis said he would like to see the property retained by the County because the Sixth Street corridor was becoming the centralized location for governmental services in the area. He asked if it would be possible to put modular buildings at that location. Mr. Manera said that modulars were a possibility, but that they were becoming more expensive. He said that modulars are a good option provided that they can later be relocated and used.

At this point, the Board broke for lunch in the Hassayampa's 1927 Dining Room. Following lunch, the Board returned to the Yavapai Room and continued its discussions regarding capital improvements (listed as Item No. 4 on the agenda).

Discussion continued regarding County facilities in the Verde Valley. Supervisor Davis said that Adult Probation department employees had expressed a desire to be closer to the jail. There was brief discussion regarding the state being willing to pay for leased space for Adult Probation as long as the County did not own the property. Chairman Brownlow suggested asking the owner of the property adjacent to the Camp Verde Justice Facility if he would be interested in placing a modular on the property that the County could lease with the understanding that in five years the County would purchase it. Discussion turned to County-owned property along the Mingus Avenue Extension in Cottonwood. Supervisor Davis said the City of Cottonwood was trying to annex the 369 acres that the County must purchase for conservation of cliffrose. He said this was a concern because of previous discussions with the Forest Service about trading the 369 acres to the Forest Service in exchange for usable land elsewhere. Supervisor Davis said that the Forest Service had previously indicated that it was not interested in having forest land within the incorporated boundaries of a city or town, and that the City of Cottonwood's action to annex the 369 acres would have the result of placing the planned land exchange in jeopardy. He said he had sent a letter to the City of Cottonwood expressing his concerns some months ago, but had not received a response. Mr. Holst said the County needed to solidify an agreement with the Forest Service to ensure that the trade will take place. Supervisor Davis pointed out that the property across Cherry Road from the Camp Verde Justice Facility is Forest Service property. There was discussion about the possibility of trading the 369 acres along Mingus Avenue Extension for the Forest Service property adjacent to the Camp Verde Justice Facility. Supervisor Davis stressed the importance of trying to work something out with the Forest Service first, saying that if that did not pan out the Board should then approach the City of Cottonwood regarding the 369 acres on Mingus Avenue Extension. Chairman Brownlow said that if the City of Cottonwood would not play ball, the Board could consider withdrawing its \$10 million contribution for the Mingus Avenue Extension. There was general agreement among the Board members that the Forest Service should be approached first in an effort to secure agreement for a land trade, and that if that effort is unsuccessful the County should ask the City of Cottonwood to purchase the 369 acres. The

Board briefly touched on the issue of the Verde Valley Justice Court and whether it would be appropriate to eventually locate that facility with other future buildings at the Camp Verde Justice Facility. Discussion turned to the Fair Street property in Prescott, with Mr. Manera reviewing preliminary costs for the new administration building at that location. He told the Board that the total estimated cost of the new building, including architect's fees, was \$9.5 million. Mr. Holst added that the amount included a health clinic and space for five years of growth. Mr. Manera said that the health clinic, not including administrative space, would cost about \$480,000 and would be a separate facility. Chairman Brownlow asked whether, instead of building a clinic at Fair Street it would be possible to keep the Marina Street facility and turn it into a health clinic. He asked if consideration had been given to keeping the Mackin Building for the County to use as a larger conference room and whether that would eliminate some space needs for the new building. Mr. Manera said the Marina Street building was about 19,000 square feet in size and that only 5,000 square feet was needed for the health clinic. He said there would be room left for other departments, and suggested moving the Health Department and Medical Assistance to that location as well. Supervisor Street said if the Marina Street building was not going to be sold, then maybe it made sense to leave everyone there who is currently located there and just move the Health Department and Medical Assistance to Fair Street. Supervisor Davis said he liked the idea of having all the health related services at the Marina Street location. Chairman Brownlow said he did not think the County would get a great deal of money by selling the Marina Street building. Mr. Holst said that if it would not be a problem to maintain the building, the County would get more out of using it than it would out of selling it. Mr. Manera said that one of the reasons for bringing Development Services over to Fair Street was to combine the County's administrative services into one location. He said that the Health Department and Medical Assistance were not really related to those types of administrative services. Supervisor Davis said he could see some real advantages to consolidating health services. Chairman Brownlow said he believed the Mackin Building could be used for Planning & Zoning Commission meetings, adding that the County was always short of conference rooms. Supervisor Street asked if the City of Prescott was still interested in the old Fairgrounds property. Chairman Brownlow said he was not interested in giving up the Mackin Building. Supervisor Davis said he was not interested in giving up any of the old Fairgrounds property. Supervisor Street said that as she understood it, at one time there had been discussions about whether part of the property would sold to the City of Prescott. Supervisor Davis said he believed that properties held in strategic areas are very valuable, and that once they were gone they were gone. Supervisor Street said her whole thing with the old Fairgrounds property was trying to solve the rodeo problem, and that the property was something that everyone else in the world thinks they are entitled to. She said it could become like the Courthouse Plaza. Mr. Holst said that he did not see the County having access to the property until Frontier Days moves. Supervisor Davis said he did not have a problem with holding the property for Frontier Days, and that eventually the right people would be in office in Prescott and would be willing to pay for that. Chairman Brownlow said at one time the City of Prescott was willing to put money into upgrading the old Fairgrounds. He said he thought that within ten years Frontier Days would outgrow the current location and would end up moving either to Pioneer Park, or to Prescott Valley if the City of Prescott did not do something to keep the rodeo in its city limits. Supervisor Street said the old Fairgrounds was Yavapai County property, and if someone was going to use County property they should rent it or lease it or otherwise be paying for it. She said if the rodeo wanted to stay in its current location that was fine, but that she was not in favor of giving Frontier Days the property or allowing them to stay without paying their share. Chairman Brownlow said he believed Frontier Days was ready to negotiate on paying for the use of the property. Mr. Holst said the facilities at the old Fairgrounds were in pretty bad shape and that Mr. Kirshman would be looking at them and making an analysis about how to make them safe for use. He told the Board that the architect for the new Fair Street building was assuming that the County would retain the Mackin Building for conference space. Supervisor Street said that if the County did not sell the Marina Street building, then the Cooperative Extension Service could remain there. Chairman Brownlow agreed. Mr. Holst said it would have to be looked at. Supervisor Davis said there had been some talk about Cooperative Extension providing landscaping in return for space at the old Fairgrounds. Mr. Manera mentioned that the County was also purchasing property in the Prescott Valley area, including the existing Fain office buildings on Highway 69. Supervisor Davis said he had hoped to see a detailed assessment of everything the County owns and what possibilities exist for those properties. He said the County had a need for more space and buildings, but that there had been talk about renting out some of them. He said he believed the Board should look at the old Fairgrounds and what County departments might be appropriate to locate there, such as departments that do not have a lot of traffic. Supervisor Davis said the buildings were there, and that if the Board made a commitment to move a department there it would fund the improvements necessary to make it happen. He asked if that would get the County out of the rental business and solve a space need. Mr. Holst suggested doing an analysis of the buildings that are on the old Fairgrounds and what it would cost to make them usable, including parking. He said it would be important to consider what it would cost to retrofit the buildings. Supervisor Davis said he would like to see a needs assessment for each department, along with a list of the County's building resources. He said there were other things to consider as well, such as using some of the poorer buildings for storage in order to free up more office space in the buildings that are suitable for office space. He said that, as an example, maybe the Public Fiduciary's office was perfect for one of the rock buildings at the old Fairgrounds. He said that by doing an analysis, the Board might learn that it does not need to build as many buildings, or it might learn that it would be best just to tear down the existing buildings at the old Fairgrounds and start over. Mr. Manera said that a lot of what the Board could do with the existing buildings would depend upon what it decides it wants the old Fairgrounds site to look like in 20 years. He said it may not be possible to save Barn B because the land on which it sits might be needed for parking. He added that what was being discussed in conjunction with the new Fair Street building was a parking lot to handle 600 to 700

vehicles. Supervisor Davis said if the Board decided to keep the Marina Street building, it would change how the Board looks at the old Fairgrounds. Mr. Holst said this discussion was helpful, and that Mr. Kirshman would make sure the Board had a detailed analysis regarding the utilities in the buildings and the safety of the buildings. Chairman Brownlow suggested moving the civil division of the County Attorney's office to the new Fair Street building. Mr. Holst briefly discussed the status of the modular storage building in Camp Verde, and said he thought the agreement for the parking garage in downtown Prescott would soon come to the Board. There was brief discussion regarding the health clinic in Prescott Valley, during which Mr. Holst said the County would contribute \$1.6 million and \$500,000 from a grant in exchange for a 40-year turnkey lease. Discussion returned to facilities in the Verde Valley, with Mr. Holst saying that if the Board was interested in moving forward with a legal complex in Camp Verde, he could tell the Superior Court that because of an anticipated new courthouse at that location there would be minimal remodeling done on the existing courtrooms. Mr. Kirshman asked if he should move forward with the remodeling suggested by Judge Anderson since he would be leaving. Supervisor Davis said that Judge Anderson's suggestions were related to efficiency of the court, and not for him personally. Mr. Holst said that Superior Court Administrator Debi Schaefer and Presiding Judge of Superior Court Raymond W. Weaver, Jr., had indicated to him that if he heard from the Board that there was a time frame for a new court building in Camp Verde they would sit tight with regard to remodeling. He suggested that Mr. Manera and Mr. Kirshman meet with court personnel and see what could be worked out. Chairman Brownlow said the Board also needed to talk about the Prescott Justice Court and whether to leave it combined with the City of Prescott municipal court, and whether to leave it at the Courthouse or move it elsewhere. He said the City of Prescott was looking at purchasing the old Social Security building behind the post office. He asked if the Board would be interested in looking at going in with the City on that purchase. He said he believed it was important to purchase land now, even if nothing is built on it for another five years. Supervisor Street said she believed that what happens with the Prescott Justice Court would depend on who is elected next year. She pointed out that the justice court did not have to be located downtown. Mr. Holst asked the Board what kind of information it would like to see on superior court growth. Supervisor Davis said if the County could acquire property adjacent to the Camp Verde Justice Facility and provide more superior court services there, it would minimize transportation of prisoners. He asked if it would be possible to build a minimum or medium security jail in the Prescott area and have the courts in Prescott handle those prisoners.

October 24, 2001

ITEM NO. 1. County Administrator Jim Holst.

1. Continuation of review of information regarding the County's capital improvement plan. There was general agreement that the discussion on October 23, 2001, had covered capital improvements sufficiently that further discussion was not necessary on this day.
2. Discussion regarding the half-cent sales tax and the Regional Road Construction Program. Public Works Director Richard Straub participated in discussion. Chairman Brownlow explained that in 1993 the state legislature had passed a law giving counties the right to impose a half-percent sales tax that would be collected as part of the state sales tax and which would have no strings attached to it regarding how it could be used. He said that most counties that implemented the sales tax directed the revenue from it to their general fund, but because Yavapai County did not have a general fund problem the Board had decided to use the tax revenue for regional road construction and to provide a degree of property tax relief. Chairman Brownlow said the criteria for roads that can be improved with the sales tax revenue was included in the regional roads program document and that it was pretty restrictive. He said the Board might wish to look at that criteria, and that it should also talk about whether to keep things that same with regard to the program. Mr. Holst pointed out that Resolution No. 927, which authorized levying the sales tax, does not define what type of roads can be improved. Discussion turned to impact fees, which are also used for road construction. Chairman Brownlow, Mr. Holst and Mr. Straub all provided brief background information regarding those fees. In response to a question from Supervisor Street, Supervisor Davis said the fee was slightly lower in the Verde Valley because there was less expense and fewer roads involved. Mr. Straub pointed out that in implementing the impact fees, the Board had decided to assess a fee that was substantially lower than actual costs. Mr. Holst told the Board it could make adjustments to the impact fee. Supervisor Street said perhaps it was time to consider doing that, adding that she was confused about the sources of road money. There was brief discussion regarding the various sources of road money, including HURF, the half-cent sales tax, and impact fees. Supervisor Street asked what would happen in the future, and whether the Board wanted to keep the regional road program as it currently is, pointing out that anytime it wanted to the Board could rescind the tax. She asked about the status of projects, saying she was

concerned about whether there would be enough money to do all of the projects that had been identified. She said there were references in the regional roads spreadsheet to a financing program, and that she was just worried about whether there would be enough money and whether everything would turn out okay in the end. Supervisor Street said perhaps the Board should not sign on to any new projects. She said that many projects had been accomplished and that she wondered whether it was time for the Board to step back and take a look at things. She said that just because the practice had been to keep things moving forward it did not mean the Board could not stop and review what it was doing. Supervisor Street said she believed the Board should consider putting money into County highways such as Iron Springs Road. She emphasized that she was not in favor of doing away with the program, but felt the Board needed to stop and look at it. Chairman Brownlow agreed that it was probably time to step back and say "wait a minute." He said he thought some of the cities and towns viewed the County as a fat hog with regard to this program, and that the County had probably neglected some of its own projects. He said he had pretty much backed off the idea of doing the Glassford Hill Road Extension, except for securing the right-of-way, saying actual construction of the road should be developer driven. Supervisor Davis suggested that every year, perhaps in May, the Board have a one-day workshop to review the regional road program and impact fees. He said the Board might need to annually review project revenues and the economic forecast and determine whether to make adjustments in the amount of revenues it collects. He said he also believed the Board should look at interest rates and consider whether it might be feasible to borrow money in order to accelerate some road projects. In response to a question from Chairman Brownlow, Mr. Straub said the two projects he was most concerned about were the Mingus Avenue Extension and Fain Road, and that he anticipated both of them would be in the works by early spring of 2002. Mr. Straub told the Board that the Arizona Counties Insurance Pool was very concerned about liability stemming from roads, and that as a result the County would be involved in a new program of road management that would involve not only his department, but also the Sheriff's office and Risk Management. He said there were numerous old County roads failing, and that some of them, such as Willow Lake Road and Iron Springs Road, had suffered major failure. Mr. Straub said he was putting together a ten-year program for major overlays that could be done as part of the regional road program. Supervisor Davis said that type of work could be accelerated. Mr. Straub agreed, saying that if old Highway 66 was included there were close to 100 miles of roads in all three districts in need of overlays. Chairman Brownlow reminded the Board that several years ago the County had traded Old Zane Grey Highway to the state in exchange for old Highway 66, and that the agreement had been that all three districts would participate in maintenance for Highway 66. Supervisor Davis said he believed that each year the Board should discuss whether impact fees are hindering growth and whether they should be lowered. He said again that the Board needed to consider the possibility of borrowing money. Supervisor Street said she would like the Board to explore the three thirds concept in the regional road program. She said she realized that in her district she probably did not have a real need for regional type roads, but that she felt it was important to review where the projects need to be. She said she would prefer to look at priorities on a County-wide basis instead of looking at the money being distributed on the basis of thirds. Chairman Brownlow pointed out that the regional road program document states that the money is to be allocated on a County-wide basis of need. He said that the regional roads being done in Districts 1 and 2 provided a benefit to people in both districts, regardless of which district they live in. Supervisor Davis said he thought Supervisor Street was asking for more tools to meet the needs of her district. He noted that Part B of the regional road program provides for funds to be used for construction of residential collectors, saying that might be a way for Supervisor Street to fund some of the projects she would like to do. Chairman Brownlow said he thought it would be a good idea to change the percentage of money available so that there would be more money available for residential collectors. Mr. Holst pointed out that there had been transfers from the regional road fund to the HURF fund. Supervisor Street said she understood the concept of regional roads and the need to move traffic, but that because her district was larger she had more maintenance costs. She said there were fewer paved roads in her district, but more roads which needed to be paved and that she had the same amount of money to accomplish that as each of the other two districts. She cited a road in Wilhoit as an example. Chairman Brownlow asked if the road had ever been submitted as a regional road project. Mr. Straub said they had not. Supervisor Davis said if Supervisor Street wanted to have the road improved and if it qualified under Part B of the regional road program he would have no problem with it. Supervisor Street said she just wanted to keep her eye on the pots of money. Supervisor Davis said there were three supervisorial districts and that the money should be split by thirds. He said that people in his district paid taxes and that they expected a return on their money, and that it was his job to make sure they got that return. Chairman Brownlow said Supervisor Street did have more miles in her district but that a number of them were ranch roads, and that she should consider that when looking at the number of actual miles. He said he agreed that the formula in the regional road program with regard to the percentages of money available should be changed. In response to a comment from Supervisor Davis, Supervisor Street said she did want to mess with the concept of thirds and that she did want Supervisor Davis and Chairman Brownlow to explore or understand that she needed a little more money for her district. Chairman Brownlow said he believed that everyone understood what was being said, and that it was time for the Board to start looking at the County's needs. He asked Mr. Holst to look at possibilities and how to work within the regional road program to accomplish more. Supervisor Davis said there needed to be a County-wide focus. He asked if the Board was happy with 20% for property tax reduction, saying that sometimes the Board might need to do

more than that. He said that whether he had a regional road project or a special road project, he had always been able to go to Mr. Holst and Mr. Straub and that they would find a way to make it happen. Chairman Brownlow told Supervisor Street that all she had to do was ask, and that if it was a reasonable request it would probably be approved. Supervisor Davis told Supervisor Street that if there were things she wanted to do and could pay for them with the funds allocated for her district, he was not going to say no. He reiterated his belief that there was a way for Supervisor Street to accomplish the types of projects she was interested in by using Part B of the regional road program. Mr. Straub asked the Board if he could put together a ten-year major overlay and reconstruction map to bring back to the Board in the future. Chairman Brownlow said he believed what the Board was saying was that it would put on hold any new major regional road projects and would look at the County's needs. Supervisor Davis pointed out that he had a highway project in Camp Verde coming up and that he did not want to say the Board had agreed to not do any new regional road projects. He pointed out that he would have to shift money from other projects in his district to the Camp Verde project. He said as long as no one was taking anything from the funds allocated for his district, he was okay with the idea. Mr. Holst said there was also one other major project related to Fain Road, and that for about \$800,000 the County could trade Fain Road to ADOT in exchange for a portion of Highway 89 which he said would save the County vast amounts of money in future maintenance on Fain Road. He pointed out that projects had been allocated through the end of the current term of office, and that the timing was good for focusing on reconstruction of County roads. Supervisor Davis asked if it would be possible to exchange Iron Springs Road for White Spar Road. Mr. Straub responded that several years ago ADOT had considered that possibility and decided against it because of the costs. Discussion turned to Forest Service road maintenance, with Supervisor Davis saying that the County spends more than \$1 million each year for courtesy maintenance on Forest Service roads. He said that every time the County drops a blade on one of those roads it incurs liability. Mr. Straub said he planned to bring to the Board information regarding this issue and how much it was costing the County. Supervisor Davis said this might be something else for the Board to consider on an annual basis. He said the problem was that the County was maintaining Forest Service roads but the Forest Service will not allow improvement of the roads that would help to reduce the County's liability. He said that if nothing else, discussing the issue annually might initiate useful discussions with the Forest Service.

3. Discussion and possible action regarding the Parks Department, Coordinator position, funding, and property acquisition. Participating in discussion were Facilities Director Pat Kirshman, Assistant Facilities Director Kathy Hernandez, and Diamond Valley resident and member of the District 1 Board of Adjustment and Appeals Walt Mathew. Chairman Brownlow asked Supervisor Street what she thought should be done with the Coordinator position. Supervisor Street responded that she had thought that putting Parks under the Facilities Department was a temporary fix, and that she had thought that at some point the Parks Department would be on its own again. Supervisor Davis said that as far as he was concerned, once a person resigns the game is over. He said as far as he was concerned, Parks Coordinator Eric Triplett was out. Mr. Kirshman said the position was still funded, and that he had been advertising for the vacant Secretary position for Parks. He told the Board that he had accepted Mr. Triplett's resignation without a lot of information as to why he was resigning. He said he was willing to do whatever the Board wanted. Mr. Kirshman said things were pretty well on track with the existing parks, and that perhaps the position needed to be defined as one to work with the volunteers in the communities where the parks are located. Supervisor Street asked if there would be a Parks Department. Chairman Brownlow said he thought that Mr. Kirshman had people who could handle some of the work for parks, and that Public Works could also assist provided the department was paid back out of the Parks fund. Supervisor Davis said he had never seen much forward movement from having a Parks Director or Coordinator, but that when Mr. Kirshman had taken charge he had seen results. He said he was not sure what the answer was with regard to a Parks Department. In response to a question from Chairman Brownlow, Ms. Hernandez said that keeping track of the money and what needed to be done was not difficult, but that there was a need for people to go out and get the work done and that it would take someone with the knowledge and experience to build parks. Supervisor Street asked if the County was in the parks business. She asked if the Board had a vision to build parks or make more parks. She said that most of the parks in the County were in her district and that most of them had been built by their respective communities. Supervisor Davis told Supervisor Street that she might reach a point where she would not be able to afford to do anything but maintain the existing parks in her district. He said that in his district there had not been any parks, and as a result he had adequate funds to build new parks. He said he wanted to create a few new parks, but did not plan to go wild with it. Supervisor Street said what she wanted to know was what the Board envisioned for County parks, and that no matter whose district the parks were in there would be maintenance costs and the County would be liable. Chairman Brownlow said that with the exception of Diamond Valley and a few other small parks, he was pretty much finished with creating new parks in his district. He said he did believe the County was too far into the park process to back out now, and that it needed to develop the parks that are currently in existence. He said maybe the job description for the Parks Coordinator needed to be changed, saying that from his perspective it was more of a maintenance position. He noted there were several parks that have grants and needed to be completed. Mr. Kirshman said that traditionally parks have been driven by people who come to the County saying they want to turn a piece of land into a park. Supervisor Street said the parks

were County property and that the County was responsible for them. She said that many of the parks in her district were trashed, and that she believed the Board needed to focus on the fact that they are County parks and as such are a County problem. Mr. Kirshman said that prior to the creation of the Parks Department, his department had worked with management groups to help maintain the parks. He pointed out that he had not been dealing with the kind of money involved in parks now, but instead had spent \$4,000 to \$5,000 a year on park maintenance. He said that simply maintaining the parks was not that expensive. Mr. Holst said that maintenance on the newer parks would be more costly. Supervisor Davis asked if the cable television fees were the only source of revenue for parks. Mr. Holst said that the Parks Coordinator and Secretary positions were not paid for out of the cable television fees but out of the General Fund, and that whenever Facilities sent someone out to work on a park the cost was charged back to the Parks fund. Supervisor Davis said he thought that, again, the Board was back to looking at this in thirds. He said that the Supervisor in each district should have the ability to decide what to do in his or her district, and that the limiting factor was how much money each Supervisor had to work with. He said that if, for example, a Supervisor had seven parks in his district it would take all of the available money for that district just to maintain those parks and the Supervisor would not be able to build any new ones until he had more income. Supervisor Davis said that cities and towns are providing the recreation programs, and that once he had finished creating parks in his district he would be inclined to use of portion of his parks money to help cities and towns with their recreation programs. Supervisor Street said part of her problem was the funding. She said that in order to just keep the County out of trouble and maintain the parks there would be a certain amount of cost. She asked if there was a way to identify maintenance costs for each park. Chairman Brownlow asked Supervisor Street if she was saying she wanted utility costs paid out of the General Fund. Supervisor Street said she was saying the Board needs to look at how the money is allocated and whether the Board would continue to use the money just for parks or whether it was going to reduce the cable television fees. Supervisor Davis said perhaps the Coordinator and Secretary positions could be shifted from the General Fund and paid for from the cable television fees. He said there would be some costs associated with having a Parks Department. He said he did not see parks as a set program and believed that things should be brought up to speed and then reviewed on an annual basis. Supervisor Street said her concern was that if the community does not do its part, the County is stuck. Mr. Kirshman provided the Board with information on park expenditures, saying that since 1991 he had met with each park management group to find out what their needs were and that he had submitted that information as part of the budget process. He added that he had already delegated to others some of the Coordinator's responsibilities with regard to construction. Supervisor Davis asked if it would work to have Parks as a sub-department under Facilities. Mr. Kirshman said he felt that responsibilities such as future growth, park design and grants should be in a separate department. Chairman Brownlow said he was not inclined to accept any more grants for parks in his district. He said there were city and town parks, and Forest Service land available for recreation and that he believed the County had done its duty to the public. He said if a community did not want to support a park, it could do without. Mr. Holst said that if the Board and individual Board members wanted to be involved in park oversight, then the Board might need to hire someone for that purpose but that Mr. Kirshman could continue to take care of maintenance. Supervisor Davis said it sounded to him like there was not much interest in having more parks in Districts 1 and 2. He said he was probably looking at only three more parks in his district. He said he was also hearing that there was not great interest in expansion of parks, and that he did not see how the Board could justify hiring someone to do grant writing and coordination. He asked if there was someone within the Facilities Department who could write grants. He said his experience had been that nothing gets done unless Mr. Kirshman is involved. Supervisor Street said she should not be included in the idea of no expansion of parks. She said she wished that parks were not so much of district-oriented issue, and that she wished there was a County-wide vision. She said that if the Board could do parks as a team, she was okay with it. She said that maybe the funding needed to be treated the same as for regional roads. Supervisor Street said that if the entire County was liable for the parks, then decisions about parks should be made as a team. During brief discussion regarding funds in District 2, Supervisor Street said she had \$110,000 in parks funds but that \$97,000 of that amount was encumbered. Chairman Brownlow told Supervisor Street that if she needed \$20,000 to help with park maintenance in her district he would give it to her from his parks fund. Supervisor Davis said that people in his district had been paying into the Parks fund for many years and that he was not interested in giving that money to other districts. Chairman Brownlow said that if the communities are not interested in taking care of the parks, perhaps the County should sell them. Supervisor Davis said he had made it clear in his district that parks are a community responsibility. Supervisor Street asked again if there would be a Parks Department. Chairman Brownlow said he thought if there was a Parks Department, it would end up being very large. Supervisor Davis said he thought the Board should make its intentions clear with regard to parks, that it should be a sub-department under Facilities, and that individual Board members should work through Mr. Kirshman if they need something. He said he believed the problem with the two individuals who had done this work in the past was that they did not know exactly what was expected of them. Chairman Brownlow said he was hearing that perhaps Mr. Holst and Mr. Kirshman should write a job description for a Parks Coordinator. There appeared to be general agreement that parks should be under Mr. Kirshman's direction, and that the County should not be involved in recreation programs. Mr. Kirshman said he was pretty comfortable with the existing job description. Supervisor Street asked how she would know whom to call when she needs something. Chairman Brownlow and Supervisor Davis said

that each Board member should always work through Mr. Kirshman. Chairman Brownlow said he would like Mr. Kirshman to look at the job description and also the salary, saying that maybe the salary should be adjusted downward since the Coordinator would be under Mr. Kirshman's direction.

Continuing its discussion of parks, the Board considered a request for staff to proceed with acquiring a 40-acre BLM parcel in Diamond Valley known as the "Prescott Mesas" for the purpose of open space and limited recreation. Upon a motion by Supervisor Street, seconded by Supervisor Davis, the Board voted unanimously to approve this request.

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

ATTEST: _____ Clerk _____ Chairman