

OFFICE OF BOARD OF SUPERVISORS  
YAVAPAI COUNTY, ARIZONA

Prescott, Arizona

January 7, 2002

The Board of Supervisors met in regular session on January 7, 2002.

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.

ITEM NO. 1. Board of Supervisors.

1. Appoint Chairman and Vice-Chairman for 2002. Upon a motion by Supervisor Davis, seconded by Chairman Brownlow, the Board voted unanimously to appoint Supervisor Street as Chairman for 2002. Upon a motion by Supervisor Brownlow, seconded by Chairman Street, the Board voted unanimously to appoint Supervisor Davis as Vice Chairman for 2002.
2. Discussion and possible action regarding Board of Supervisors representation on County Boards and Commissions and on outside organizations. Following brief discussion, the Board voted unanimously to make the following changes in representation: Prescott Urban-Wildland Interface Commission from Supervisor Brownlow to Chairman Street; Yavapai County Board of Health from Chairman Street to Supervisor Davis; and Supervisor Brownlow to continue representation on the Corrections Officer Retirement Plan and Public Safety Retirement Boards as Chairman Street's designee. Motion by Supervisor Davis, second by Supervisor Brownlow.
3. Consider amendments to Courthouse Park Supplemental Rules and Regulations. Mr. Hunt reminded the Board that it had passed the first set of Supplemental Rules and Regulations in the fall of 2000. He said that since that time there had been a number of questions about the regulations and that four changes were now being recommended. He told the Board that although there are eight authorized commercial events on the Courthouse Plaza, a number of smaller commercial events had been taking place that, when combined, had the effect of being a large commercial event and that one recommended amendment was to provide that not more than one commercial permit be issued for a given date and time. Mr. Hunt said that the City of Prescott had the park for some dates and had been authorizing some third-party use of it, but that the City had no problem with relinquishing that activity and that a recommended amendment would prevent a park user from granting permission to another, unpermitted user to conduct an activity or event during the period of time covered by the permit. He said that a third recommendation was to prohibit vehicles from being driven on the I-blocks, and that a fourth recommendation was to prohibit the affixing or tying of items to any tree on the Plaza or any part of the gazebo. Supervisor Brownlow expressed concern about the Christmas lights on the Plaza, saying that they had to be chained to the trees or they would disappear. He asked if it would be possible to make an exception for the Christmas lights. Mr. Hunt suggested that the fourth amendment be changed to exempt items that may be of concern to the County. Supervisor Brownlow said he believed this item should be opened to the public for discussion. Mr. Hunt reminded the Board that this was not a public hearing. Chairman Street said she would open the floor to the public, but only on this day and only for a limited period of time. Chairman Street said it was not her intention to shut out the public, but that this was a Board meeting and that the Arizona Open Meeting Law required the Board to conduct its business in public but that it did not require the Board to listen to lengthy public comments. Supervisor Davis moved to approve the amendments as presented, with the understanding that the amendment regarding affixing items to trees and the gazebo would be revised to exempt items of concern to the County. Supervisor Brownlow seconded the motion. Chairman Street called for comments from the public. Prescott resident Sue Willoughby told the Board she had addressed it many times in the past regarding her concerns about conflict of interest issues. She said that since Supervisor Brownlow was now the subject of a lawsuit related to the Plaza and the Prescott Downtown Partnership she believed it would be a conflict of interest for him to vote on the proposed amendments. Ms. Willoughby told the Board she believed that once the lawsuit was resolved the Supplemental Rules and Regulations would be rescinded and she urged the Board to set this matter aside until such time as the lawsuit was resolved. Supervisor Brownlow asked Mr. Hunt what constituted a conflict of interest. Mr. Hunt replied that a conflict of interest occurs when a party to a legal action has an interest that translates to money. He said there was no conflict of interest at all in the item being considered by the Board on this day. Chairman Street called for the vote, which carried unanimously.
4. Resolve into Board of Equalization and approve or deny correction to the tax roll for a refund for Basha's, Inc., for tax

years 1998, 1999, and 2000, for personal property numbers 13-1003096-01-3, 13-8401193-01-4, 13-8701339-01-3, and 13-9250558-01-2. Reference: Board of Equalization minutes.

5. Resolve into Board of Supervisors. Consider approval of items appearing on the Consent Agenda for Board of Supervisors and on the Consent Agenda for Special Districts. With the exception of items 2.b. and 7., all items were approved by unanimous vote. Motion by Supervisor Davis, second by Supervisor Brownlow. See Consent Agenda for Board of Supervisors for detail.

ITEM NO. 2. Hearing: Proposed fee schedule for Environmental Health program. A second public hearing, at which action may be taken by the Board, will be held at 10:00 a.m. on January 22, 2002, in Cottonwood. Health Department Director Marcia Jacobson and Environmental Health Manager Chris Sexton participated in discussion. Ms. Jacobson told the Board that about two weeks ago she had sent notices of the fee schedule out to the various establishments in the County and that six telephone calls has been received as a result. She said that five of the callers had questions that appeared to have been answered satisfactorily, and that one caller had indicated that the fees were too high and that they should be based on business income and not imposed as a flat fee. Supervisor Brownlow asked whether charter schools were subject to the fees. Mr. Sexton said that charter schools would be subject to the school kitchen fee if they prepare food, but that most of the charter schools required students to bring their own lunches. Supervisor Brownlow referred to the non-profit public health and mobile food unit fees, asking if those fees were going to end up being so high that some people would forgo inspections. Mr. Sexton responded that most of the non-profit public health establishments were senior centers, and that the fees on mobile units were high because of the amount of time spent doing permits and inspections. Supervisor Davis said that all of the fees, whether they were current fees or proposed fees, were subsidized to some degree. He asked where the subsidy came from. Ms. Jacobson replied that for the most part it came from the County and from the federal government, but that most of the subsidy was from the County. Supervisor Davis asked whether it would be better to have the fees represent 100% of the cost. Chairman Street said there had been a great deal of discussion about the this issue at the Board of Health, and that it was true that some of the fees had gone up quite a bit. Supervisor Davis said he was in favor of working toward having the fees represent 100% of the cost, but taking care in doing so to ensure that no one is penalized as a result. Chairman Street called for comments from the public. Russ Dryer said he worked in an assisted living facility for disabled adults in the Skull Valley area and that he was concerned about the fees increasing again. He said that the last time there was a fee increase he had filed a complaint with the Health Department and that the fees for his facility had been modified to treat it like a school. Supervisor Davis said he believed the goal of the Board of Health was to eliminate subsidizing so many of the fees. He said that currently the fees represent about 65% of actual cost, and that the new fees were closer to 70% of actual cost. Ms. Jacobson said that Mr. Dryer's facility was listed as a non-profit public health facility. She said that some organization were operating on a shoestring but were providing a good public service, and that as a result the fees for those organizations were only 50% of actual cost. The Board took no action on this day, as the public hearing with action expected was scheduled for January 22, 2002.

ITEM NO. 3. Health Department Director Marcia Jacobson. Update regarding the Health Department. Ms. Jacobson provided the Board with a brief update on Health Department activities, saying that while there had been cuts in the per capita grant and another grant from the state, the cuts were not as bad as expected. She said that the Arizona Department of Public Safety had also come through with extra funding for the Domestic Violence Prevention Program, and that the \$12,000 of County funding that was previously approved by the Board for this program could be reduced to at least \$2,700. Ms. Jacobson told the Board that the Community Health Center provided medical care for people without insurance at a reduced cost, and that thousands of people had used its services. She said that most of the funding for that service came from the federal government and that one of her goals was to become federally qualified in order to obtain federal funding for the clinic. She said that in order to achieve that status it would be necessary to have a board of directors made up of people in the community who use the clinic and that the Board of Supervisors would have to turn over authority to that board. She said she had been working with the Community Health Center for West Yavapai to see if its board of directors could be changed to meet the requirements for federal qualification. Supervisor Davis asked why the federal government would want people below the poverty level to manage the clinic program instead of people who are successful. Ms. Jacobson responded that the federal government wanted people who use the services of the clinic to be involved, and that the federal government would not say that such people are necessarily unsuccessful. She added that the federal government required that 51% of the board be comprised of people who use the clinic services. Chairman Street pointed out that anyone could use the clinic, and that it was just a question of how

much a person had to pay. Ms. Jacobson said a community health center would also be started in the Verde Valley effective July 1, but that she would not be able to employ a doctor for that location. She told the Board she had been notified by the Town of Chino Valley that the Health Department would have to vacate the building it using in that area in 2003. She said the services provided by the Health Department at that location were good services and that there was a real need for them. Ms. Jacobson said she would request of the Town that it use its CDBG funding to provide the Health Department with other space but that it might not work out and that she would be sending the Town a letter explaining that the Health Department would have no choice but to discontinue services in that area once it loses the building. Supervisor Brownlow asked Ms. Jacobson to set up a meeting for him with Chino Valley officials in order to discuss the issue.

ITEM NO. 4. Merit Award Board Member Vincent Gallegos.

1. Approve Lisa Brower, Sheriff's Office, as Employee of the Month for November, 2001. Approved by unanimous vote. Motion by Supervisor Brownlow, second by Supervisor Davis.
2. Approve Joe Huot, Public Works Department, and Lynne Martin, Sheriff's Office, as Employees of the Month for December, 2001. Mr. Huot was approved by unanimous vote, upon a motion by Supervisor Davis, seconded by Supervisor Brownlow. Ms. Martin was approved by unanimous vote, upon a motion by Supervisor Brownlow, seconded by Supervisor Davis.

ITEM NO. 5. Hearing: Consider adoption of an official street name map for the Congress area. Addressing/9-1-1- Coordinator Vincent Gallegos. Mr. Gallegos explained that this was part of the County's ongoing effort to name streets and to enhance 9-1-1- services. He said there had been two meetings in Congress and that he believed there was consensus with regard to the map, which he said would rename five streets, name 12 unnamed streets and extend one street. Chairman Street called for comments from the public. Congress resident Judy Nevins said she was supportive of the street name map. Upon a motion by Supervisor Davis, seconded by Supervisor Brownlow, the Board voted unanimously to approve Resolution No. 1319 adopting the official street name map.

ITEM NO. 6. Court Administrator Deborah M. Schaefer. Request to purchase vehicle in the approximate amount of \$15,867 plus maintenance for use by Superior Court Judge who lives in Prescott and is assigned to work in the Verde Valley Judicial District, and approval to relinquish an existing salary supplement in the amount of \$4,554 to help offset the cost of the vehicle. Funding source for purchase of vehicle to be determined. Ms. Schaefer told the Board that she had discussed this issue with Mr. Holst, Human Resources Director Julie Ayers, and Fleet Management Director Dave Burnside. She said that a few years ago she had asked the Board for a vehicle for Judge Kiger and that the vehicle had been put to great use. She said that because the only judge who lived in the Verde Valley had retired, she was requesting another vehicle for the judge who had been assigned to the Verde Valley and to relinquish the existing salary supplement. She added that maintenance for the vehicle would be provided by the County. Supervisor Davis said he would support relinquishing any travel supplements for Prescott residents who work in the Verde Valley and that he would also like to take away their cars, adding that there were homes for sale in the Verde Valley and that he would like to see the people assigned to that area move there. Ms. Schaefer said that the assignments were temporary in nature and that, historically, the assignments were on a two-year rotation. She said the judges did not have a say in where they are assigned, and that the assignments are not permanent. Supervisor Davis said that when an employee who lives in Prescott accepts a position in the Verde Valley, or vice versa, it is not up to the taxpayers to provide a vehicle. Supervisor Brownlow asked what Judge Sterling had done when she was assigned to the Verde Valley. Ms. Schaefer said that Judge Sterling had used a County vehicle, that Judge Hinson was using the vehicle the Board had previously approved, and that Judge Mackey was using his own vehicle and receiving reimbursement. She said that because of the cost of reimbursement, she felt that purchasing a vehicle was a better investment. Supervisor Brownlow suggested holding this matter in abeyance for a couple of weeks in order to allow Mr. Holst time to look into it. Supervisor Davis said the County could offer at no cost to employees a shuttle van that would leave Prescott at 7:00 a.m. for the Verde Valley and leave Camp Verde at 5:00 p.m. Chairman Street said she understood what Supervisor Davis was saying with regard to classified employees who know where the job opening is, but that in this case she did not think the judges could be compared to classified employees. She said that the Board had not control over the appointment or the election process for judges, that it was an election year for the judges and that the public would make the decision. She said the County had been building facilities and taking services to the Verde Valley and that the Board should not hamstring the judges at this point. Chairman Street said she did not think it

would be detrimental for the Board to approve the purchase of another vehicle. Supervisor Brownlow moved to hold this item in abeyance for two weeks. Supervisor Davis seconded the motion, which carried by unanimous vote.

ITEM NO. 7. Convene in executive session pursuant to A.R.S. §38-431.03(A)(3) for legal advice regarding Fair Association lease. Approved by unanimous vote. Motion by Supervisor Davis, second by Supervisor Brownlow.

ITEM NO. 8. County Administrator Jim Holst.

1. Discussion and possible action regarding the master plan for the old Fairgrounds. Mr. Holst referred to the old master plan approved in 1994, saying that it had anticipated the rodeo moving to Pioneer Park and having commercial frontage along Gail Gardner Way. Special Projects Coordinator Angelo Manera introduced architects Howard Cohen and Richard Pawelko of DLR Group, saying that Mr. Cohen was the project manager. Mr. Cohen told the Board that Phase 1 was the administration building currently in place on Fair Street and that with the exception of the Board of Supervisors and Human Resources, the other departments located in that building would remain there. He said he had met with various County departments over a period of months to see what their needs were and that as a result Phase 2, the new building, would be about 49,000 square feet in size. He said one of the objectives was to find a way to provide meeting room and conference space in a way that would allow many departments to use them. He said that flexible growth space would also be provided, and that parking had been designed to be 20% beyond what was actually required. Mr. Cohen provided the Board with site diagrams showing the location of buildings in Phases 2 and 3, pointing out that Phase 2 would be on the south side of the existing administration building, and that it would be a three-story building connected to the existing building by means of a covered walkway. He said that Phase 2 would also include a building for the Facilities Department near Gail Gardner Way. Mr. Cohen told the Board he had looked at the use of the Mackin Building in determining space, saying it would save money to use that building rather than put up a new building. He added that access to Phase 2 would be off of Gail Gardner Way. Mr. Cohen turned to Phase 3, saying that development in this phase would be located along Fair Street and that there would be approximately 1,100 parking stalls for all three Phases, with Rodeo Drive anticipated to be developed during Phase 3. Mr. Cohen said it would take one and one-half to two years to complete the building of Phase 2. Supervisor Davis asked how long it would be before Phase 3 could be completed. Mr. Holst said he had no idea, and that it would depend upon whether the Board wanted to look at administrative space or whether it might also want to include court uses. Mr. Manera said he was looking at the new building providing accommodations through 2007, and that he hoped the building would be ready to move into within 18 months. He said that with regard to Phase 3, he was looking at 2012 for that Phase and that a great deal of money would have to be spent on off-site improvements. Supervisor Davis asked if the Marina Street property had been taken into consideration in the needs assessment. Mr. Manera said it had and that originally the new building was going to be 14,000 square feet larger, but that it was determined the Marina Street building could be used by the Health Department and the Public Fiduciary and that as a result the additional square footage for the new building had been eliminated. He said the elimination of 14,000 square feet had brought the project back into budget. Supervisor Davis asked if technological changes had been taken into consideration with the needs assessment. Mr. Holst said square footage expansion was not being considered at the same rate as in the past, but that some expansion space was being included in the building. Chairman Street said the plan sounded good to her. Eileen Holleran, who said she was president of the Prescott Peace Park Committee, told the Board she believed it could save a great deal of money by turning the old Fairgrounds over to the community for multicultural uses and moving the County complex to Pioneer Park. She said she believed the master plan for the old Fairgrounds would ruin the small town atmosphere of Prescott. Prescott Frontier Days President Mike Garcia said he liked the master plan and that his organization looked forward to a long relationship with the County. He said that Frontier Days hoped to remain at its present location. Supervisor Davis said he liked the plan and looked forward to it.
2. Discussion and possible action regarding Community Development Block Grant allocations and possible use of the old County road yard on 6<sup>th</sup> Street in Cottonwood. Mr. Holst explained that the Cottonwood Senior Center was currently located behind the Cottonwood City Town Hall and that there was interest in expanding it in order to provide services for residents of other towns and communities in the area. He said that there was possible jurisdictional participation, through CDBG funds, in the following amounts:

City of Cottonwood, \$200,000; Yavapai County, \$278,000; Town of Camp Verde, \$350,000; and Town of Clarkdale, \$60,000. Mr. Holst told the Board that one of the possible locations for a new senior center was a portion of the old County road yard on 6<sup>th</sup> Street in Cottonwood. He noted that the property was currently under lease to a theater group, but that the lease would run out in June of 2002. There was brief discussion about whether to notify the theater group that the County did not intend to renew the lease, during which there appeared to be general agreement that Mr. Hunt should move forward with such notification and see if the group would be interested in terminating the lease early. Supervisor Brownlow asked if the County could legally trade a future allocation of CDBG funds for Camp Verde's current allocation. Mr. Hunt said he had been told that it was permissible to do so. Supervisor Davis said the actual amount would be contingent upon whatever Camp Verde ended up receiving, but that it was believed that amount would be \$350,000. He said that the cities and towns would give high consideration to this project as a use for their CDBG funds. He said he anticipated that construction would be completed in 2003, at which time Cottonwood and Clarkdale would receive their funds. Supervisor Davis added that the current senior center had a value of about \$250,000 and that once it was sold those funds would be available for site improvements. He said that NACOG and the Cooperative Extension Service were interested in having office space at the 6<sup>th</sup> Street location, as well. Chairman Street said that during the Board's recent retreat there had been discussions about keeping County property for County uses. She asked if there was anyplace else the senior center could go, and whether the senior center could purchase the property from the County. Supervisor Davis said this was an opportunity to retain the property and restore the original building on it. He said he was proposing a ten-year lease with five-year extensions, but that the property would still be owned by the County. He said the property was close to many other services and that he would like to see it become a full-service facility where a variety of activities for seniors could take place. Chairman Street said she understood that, but her point was the County should either keep the property for County purposes or sell it. She asked whether the senior center could purchase the property when it sold its existing building. She said she thought the plan was a good idea, but that it was not a County function. Supervisor Brownlow said the property on 6<sup>th</sup> Street had been on the market for some time, but had not sold. He said he thought this was a good deal, and that when the different cities and towns could pull together with the County for a project it should be allowed to move forward. He said he did not believe that this project would cost the County any money, and that his only concern was whether the Board could pledge future grant money to Camp Verde. Supervisor Davis said he would like to move forward with the exchange of CDBG funds with the Town of Camp Verde, and that he believed at some point in the future the senior center would probably want to purchase the property. Chairman Street said her only concern was whether, somewhere along the line, the County would be out of it. Supervisor Davis said he would like the property to have some access and exposure on 6<sup>th</sup> Street. Supervisor Davis then moved to approve the exchange process and development of an intergovernmental agreement with the Town of Camp Verde to provide for the exchange of the County's 2004 CDBG funds for the Town's 2002 CDBG funds, and to approve moving ahead with the plans for the old road yard. Supervisor Brownlow seconded the motion. He asked what would happen if the cities and towns did not come through with funds, and whether the County would end up having to pay for the whole thing. He said he thought approval should be contingent upon the other entities pledging their funds. Supervisor Davis said that before any dirt was turned everything would be worked out with the Department of Commerce and NACOG. Mr. Holst told the Board it should be able to complete the project with the County's \$278,000 and Camp Verde's \$350,000 and that the allocations from the other entities would be for additional enhancements. Mr. Hunt assured the Board that the County could opt out of the project if there were any problems. Chairman Street called for the vote, which carried unanimously.

3. **Six-month review of County budget and revenue projections.** Mr. Holst told the Board he believed the County would end up about \$1 million short on state shared revenues by the end of the current fiscal year but that revenue from the motor vehicle tax would offset it. He said the local economy was strong. Mr. Holst said that HURF revenues would be from \$400,000 to \$500,000 over estimates and that the Jail District sales tax, like the County's half-cent sales tax, was in good shape. He said the motor vehicle tax would be between \$700,000 and \$800,000 over estimated revenues. Mr. Holst reviewed projected expenditures and revenues for 2002-2003, saying that at this point it appeared that the budget for that period might be about \$152 million and that it would bring the County close to its expenditure limit, but that the property tax rate resulting from it would not require a Truth in Taxation hearing. He cautioned the Board that the figures it was looking at were

only preliminary.

ITEM NO. 9. Supervisor Gheral Brownlow.

1. Discussion regarding Prescott Meals on Wheels Program. Supervisor Brownlow said he had been approached by the Meals on Wheels Program to see if it might be possible for the County to enter into a joint agreement with them. Paul Daly of Prescott Meals on Wheels (MOW) told the Board that MOW had been located in the basement of the Adult Center for about 20 years and that it was now serving about 75,000 meals each year. He said MOW had been working with the City of Prescott on funding, but that the funding had fallen through. Mr. Daly said MOW would like to be able to seat 125 or 150 people for meals and that it would like to partner with the County for a facility. He said MOW only needed a facility from 8:00 a.m. to 2:00 p.m. Monday through Friday and that perhaps a facility at the old Fairgrounds would be available for this purpose. He said he would like permission to investigate with staff the possibility of providing space at that location for the MOW program, adding that MOW had dining room and kitchen equipment and a \$50,000 grant from the City of Prescott. He said that fundraising would also be used to help pay for improvements. Chairman Street asked who owned the Adult Center. Mr. Daly responded that it was owned by the City of Prescott and leased to the Adult Center, which in turn leased the basement to the MOW program. He said MOW could stay at its current location, but that it was limited in what it could do because of the limited amount of space. Supervisor Brownlow asked who paid for meals. Mr. Daly said that no one who has meals delivered pays for them and that those who use the dining room and can pay do so. He said the program also received donations. MOW Director Sandra Skellenger confirmed for Mr. Daly and the Board that the annual budget for MOW was \$300,000 with \$125,000 coming from the federal government. Supervisor Brownlow said he had looked at the basement of the Mackin Building, keeping in mind that if that building was rented meals could be carried upstairs. He said that another possibility was to put the MOW program in the west end of Barn B that would have access to Gail Gardner Way and would not have an impact on what happens at the Mackin Building or grandstand area. He said he did not believe the County would have to put much money into the project, and that he was simply asking for permission to proceed with the idea to see if it would work. Mr. Daly acknowledged that the plan might not work, but said that if it did it might provide another facility, with dining facilities, that the County could use. Supervisor Davis asked if Special Projects Coordinator Angelo Manera and Facilities Director Pat Kirshman had reviewed the plan and whether a traffic circulation study had been done. Mr. Daly said no, that he was really just asking for permission to come back to the Board with a comprehensive plan. Chairman Street said that at its recent retreat the Board had talked about using County property for County purposes. She said her position had always been that the Board is supposed to be the stewards for the County's money and property on behalf of the entire County. She said her opinion had nothing to do with the MOW program, and that there were other people and organizations that wanted space at the old Fairgrounds, too. She said she believed that if it was County space, it should be used for County functions. Supervisor Davis asked Mr. Daly if he would come back with a long-range plan on what MOW might do towards eventually purchasing its own building. Mr. Daly responded that if there was no value in the plan for the County by having a dining facility available for County use on evenings and weekends, the plan might be something that simply would not work. Chairman Street said the best value to the County would be to have the facility available as a cafeteria for employees during the day, but if having it available would involve leasing it out on nights and weekends she was not interested in it. Supervisor Davis pointed out that Barn B was shown on the master plan as being eliminated in order to make room for parking. Supervisor Brownlow said that the community had given the old Fairgrounds to the County and that the Board had an obligation to the community. He said that if the Board could help keep people in their homes by providing space for MOW it would be a good service, adding that MOW provided meals to County residents as well as to city residents. He said he needed some indication on this day that at least one Supervisor was interested in looking into the possibilities, saying that given what was going to be done in the Verde Valley with regard to a senior center he felt there should be a similar opportunity in the Prescott area. Supervisor Davis said he saw some merit in looking into what the possibilities would be. He said there might be a benefit to the County, but that until it was looked into no one would know. Chairman Street suggested that while it was being looked into someone should talk to the City of Prescott about allocating some of its block grant money to the project, saying it looked like another situation where the City of Prescott was letting a responsibility fall to the County.
2. Discussion regarding vehicle accident rate and possible disciplinary action policy for carelessness and/or mistreatment

of County vehicles. Mr. Holst said that Human Resources Director Julie Ayers was collecting comments from department heads regarding this matter. Supervisor Brownlow said the Board had never adopted Fleet Management Director Dave Burnside's recommendations. He said he had also been impressed with the policy of the Sheriff's Office. Mr. Burnside told the Board that since he had begun doing quarterly reports to the Board, the accident rate had improved. Chairman Street said that Mr. Burnside's report was really a report of his department's activities and that it did not accurately reflect chargeable accidents to drivers. She said she believed the Board needed to consider some sort of accident review, saying she was not happy with idea of disciplining those employees who have accidents or rewarding those employees who do not have accidents. Chairman Street said it was expected that employees drive safely, and that what she was concerned about was patterns of bad driving. She said she believed the personnel policy already provided a mechanism for dealing with this problem through the employee evaluation process. Supervisor Davis said he believed the issue was that \$30,000 to \$40,000 per quarter was being spent because of accidents, and that that was money the Board could not use to lower taxes or provide better services. He suggested that each department have an accident review process, but said he had heard that department heads often do not even know about accidents. He said the Board could not reward employees for safe driving because there were many employees who did not ever drive County vehicles. Mr. Burnside said he thought the evaluation process was a good tool to use in dealing with this problem, and that he believed his quarterly reports had raised awareness of the problem. Mr. Hunt said that if the Board decided to develop a policy regarding accidents it would need to have clear standards that could be applied objectively. He said the Board also needed to be aware that if the County was going to make determinations as to fault in accidents, that information could be used by someone seeking to recover costs. Risk Manager Donna Thompson told the Board she supported the prevention of accidents and that she would participate in any accident review committee that might be established. Development Services Director Ken Spedding said he believed it was important to differentiate between what constitutes an accident and what constitutes non-accident damage. Supervisor Davis said that, either way, there was still a cost to the County. Mr. Holst suggested that Human Resources continue collecting information from the departments, saying that he would meet with Mr. Burnside and see if they could develop some options to bring back to the Board. Chairman Street suggested that the department heads work on this issue.

ITEM NO. 10. Bond Attorney Keith Hoskins, Gust Rosenfeld. Consider adoption of resolution approving Lease to the Yavapai County Jail District, Intergovernmental Agreement with Jail District and Continuing Disclosure Undertaking with respect to Jail District Financing. Resolution No. 1320 was approved by unanimous vote, upon a motion by Supervisor Brownlow, seconded by Supervisor Davis.

ITEM NO. 11. Resolve into the Board of Directors of the Yavapai County Jail District. Bond Attorney Keith Hoskins, Gust Rosenfeld. Reference: Special District minutes.

1. Approve minutes of meeting of December 17, 2001.
2. Consider adoption of Resolution No. 2002-1 Authorizing the Issuance and Sale of Pledged Revenue Obligations, Approving the Lease from the County, and Approving All Documents Related to the Transaction.

ITEM NO. 12. Resolve into Board of Supervisors. Water Advisory Committee Coordinator John Munderloh. Update on the progress of the Water Advisory Committee. Because of time constraints, there was general agreement that this item should be held over to a future meeting.

ITEM NO. 13. Fleet Management Director Dave Burnside. Award or reject bids for vehicle additions or replacements for the 2001-2002 fiscal year. Held in abeyance on December 17, 2001. Mr. Burnside said the question regarding these bids was how much tax credit or recognition the County could give to local bidders. He said that Finance Director Mike Danowski had determined that 1.95% of taxes would actually stay in Yavapai County. Mr. Burnside said that amount did not change the numbers very much, and that he would prefer to look at including language next year that would take that issue into consideration. Supervisor Brownlow asked if such language could be developed soon so that it would not slip through the cracks. Mr. Holst said it could, but that no one was certain whether the County could legally take the tax issue into consideration with regard to bids. He told the Board that presently there was a time issue, and that the recommendation was to accept the bids as recommended by Mr. Burnside and then look at some different options for next year. Mr. Hunt told the

Board he had not been able to clearly identify anything that would give the County the option of providing a percentage break for local bidders. Supervisor Brownlow moved to approve the bids as recommended by Mr. Burnside. Supervisor Davis seconded the motion and asked if it would be appropriate for the Board to introduce legislation that would allow an advantage for local bidders. Chairman Street called for the vote, which carried unanimously.

ITEM NO. 14. Public Works Director Richard Straub.

1. Consider approval of new brush cutting crew at a cost of \$40,471 for fiscal year 2001-2002 and \$85,942 for fiscal year 2002-2003, to be paid from HURF and General Fund. Mr. Straub told the Board his department was unable to keep up with brush control and that he would like to form a new brush cutting crew comprised of three people, one for each supervisorial district, who would use individuals sentenced to community service to assist in the work. Chairman Street said she had liability concerns with regard to community service workers, but if they were only going to be doing ground work she would have no problem with it. Mr. Straub said the County employees would cut the brush and the community service workers would pick the brush up but would not be allowed to use any equipment. Supervisor Brownlow asked if the County's insurance would cover the community service workers. Mr. Hunt said it would, but that the County did not want to have any incidents and that there was a deductible involved. Supervisor Brownlow said at one time there was a push for a culvert and ditch cleaning crew, asking whether that work could be included with brush cutting. Mr. Straub said the culvert crew was very busy and barely able to keep up with the work load. There was brief discussion about what type of vehicle would be most suitable for the crew, during which Mr. Straub said he was interested in a crew cab truck that could carry three or four people, and that chipped material would most likely be blown out along the roads as mulch. Supervisor Davis said he believed there was a recycling fee that could be collected and that it might be an appropriate revenue source to pay for the new crew. He asked Mr. Straub to have his department follow up on it. Upon a motion by Supervisor Davis, seconded by Supervisor Brownlow, the Board voted unanimously to approve the request for the new brush cutting crew.
2. Consider approval of expenditure of \$12,500 from Forest Fee funds as 50% grant match for purchase of a brush chipper. Approved by unanimous vote, upon a motion by Supervisor Brownlow, seconded by Supervisor Davis. Mr. Hunt said that because this involved Forest Fees, notice would need to be given to the public first.

CONSENT AGENDA FOR PUBLIC WORKS:

1. Consider approval of Authorization of Services #10700 for Merritt Ranch Road Archaeological Survey with SWCA, Inc., in an amount not to exceed \$1,900. Supervisor Brownlow asked whether the County's para-archaeologist, Mark Ziem, could do this work. Mr. Straub said that Mr. Ziem had done about 75% of the work but that he was not recognized by the Coconino National Forest. Upon a motion by Supervisor Brownlow, seconded by Supervisor Davis, the Board voted unanimously to approve this item.
2. Consider approval of Authorization of Services #2112002 for Seligman Airport Layout Plan and Airport Consultation Services with Z & H Engineering, Inc., in the amount of \$2,050, to be paid 95% by ADOT Aeronautics and 5% from County budgeted funds. Approved by unanimous vote. Motion by Supervisor Brownlow, seconded by Supervisor Davis.

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

1. Requests from Board of Supervisors:

- a. Approve minutes of meeting of December 17, 2001, and of special meeting of December 21, 2001.
- b. Approve appointment of the following precinct committeemen, as recommended by the Yavapai County Democrats: Scott Ball, West Chino Precinct; Marian Blair, Canyon Precinct; Marilyn Buhr, Cougar Precinct; John Bunesco, Cottonwood 2 Precinct; Audrey Coty, Cottonwood 2 Precinct; Paul Earnshaw, Cottonwood 1 Precinct; Juanita Hammer, Miller Valley West Precinct; Mary Kelsen, Miller Valley West Precinct; Linda Quam, Cottonwood 2 Precinct; Margaret Rathbone, West Chino Precinct; Roslyn Stock, Big Chino Precinct; Mary Bartley, Prescott Heights Precinct; Dolores Cantlon, Williamson Valley Precinct; William Davis, Congress Precinct; Jean Hamilton Gorby, Prescott South Precinct; Dorothy Kellerman, Northside Precinct; Adeline Lyon-Lutes, Camp Verde 1 Precinct; Susan Margaret Marcey, Humboldt Precinct; Mary McCall, Humboldt Precinct, Charlotte Moore, Humboldt Precinct; Erna Penrod, Miller Valley East Precinct; Harriet Pruitt, Taylor Hicks Precinct and Richard Vallejo, Northside Precinct. Also note the resignation of Sharon Sweeney-Fee, Prescott South Precinct.



- c. Consider approval of a funding agreement with the Town of Chino Valley in the amount of \$8,500 for purchase of two computer workstations and Internet capability for the Chino Valley Senior Center, part of the CDBG process.
- d. Receive impact statement for formation of the proposed Williamson Valley Fire District, set hearing for March 4, 2002, at 1:30 p.m., and set bond in the amount of \$1,482.40.
- e. Pursuant to A.R.S. §48-1012(E), cancel the election for the board of directors of the Highland Pines Domestic Water Improvement District and appoint the following persons to the Board, as requested by the District: David Barnard and Pamela Jean Mills.

2. Requests from Development Services:

- a. Appoint Michael Momeyer to the Building Safety Advisory and Appeals Board, to replace Bill Jackson, with term to expire October 6, 2005.
- b. Permission to spend \$7,066.80 to abate an abandoned dangerous building located in Ash Fork, 302-14-046. To be paid from Contingency. Supervisor Brownlow said he was in favor of this request but wondered if it would be better to just purchase the property, clean it up and sell it. Development Services Director Ken Spedding said he had spoken with Supervisor Brownlow about that possibility and that it was something that could be looked at in the future with regard to other properties, but that in this case it had been very difficult to make contact with the property owner. Deputy County Attorney Randy Schurr said that the Development Services Department was working on an analysis of staffing needs for enforcement and that purchasing properties was something that could be considered for the future. He said that purchase of the property was not appropriate for the item under consideration on this day. Supervisor Davis moved to approve the request, providing that the County puts a lien on the property and makes every effort to recover the cost of cleaning up the property. Mr. Spedding assured Supervisor Davis that a lien would be put on the property. Chief Building Official Dick Busby told the Board that his office had 14 similar situations at the present time, and that some of those properties had been cleaned up as a result of new people taking over the property. He said that in two cases he had been unable to locate property owners or heirs to property. Supervisor Brownlow seconded the motion, which carried by unanimous vote. Mr. Busby introduced to the Board new Code Compliance Inspector Joe Polzien.

3. Request from Recorder/Voter Registration for approval to purchase Infocus LP630 Projector in the amount of \$4,279.68 for customer website training, voter outreach programs and pollworker training. To be paid from Recorder's Storage and Retrieval Fund.

4. Requests from Sheriff:

- a. Award of a bid in the amount of \$8,675.92 to Intermountain Communications for Sheriff's Bagdad UHF Link Repeater Project, as a new program in the 2001-2002 budget. Bid opened December 18, 2001 with only one bid received.
- b. Permission for Susan Quayle to attend Homicide: Behaviors, Motives and Psychology Conference, Las Vegas, Nevada, March 10-14, 2002, at an approximate cost of \$825 to be paid from Training/Travel account. Also request authorization to take a County vehicle out of state.

5. Request from Juvenile Probation for approval of a contract with John C. Woods, M.D., for psychiatry services for the Yavapai County Juvenile Detention facility.

6. Request from Health Department for permission to use grant funds to purchase two economy cars at an approximate cost of \$12,150 each. To be paid from Attendant Care, Fund 272 and Community Nursing, Fund 134.

7. Request from Finance that the Board of Supervisors certify that the total revenues of \$4,676,602 collected by the Superior Court, Clerk of the Court and Justice Courts in fiscal year 2000-01 exceed the amount collected in fiscal year 1997-98 of \$3,407,339. Supervisor Davis asked why the increase in revenues was so great. Mr. Holst responded that he did not know the specific reason for the increase but that fees added on by the state probably were part of the reason. Supervisor Davis said he wondered if the increase was the result of something good done by the justice

courts, Clerk of Superior Court, or another court office. Mr. Holst said the only change he was aware of had to do with processing collections of back fees in the Clerk of Court's office. Upon a motion by Supervisor Davis, seconded by Supervisor Brownlow, the Board voted unanimously to approve this item.

- 8. Request from MIS Department for permission to hire Paul D. Sheriff & Associates to do ASP.NET Development Training on site, at a cost not to exceed \$17,000 to be paid from Schools/Travel/Training.
- 9. Request from Assessor for conversion of parcels from Legal Class 4 to Legal Class 3 as of their date of conversion, pursuant to A.R.S. §42-12054, and as evidenced by Board Memorandum No. 2002-1.
- 10. 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, Free Library and Jail Districts and other County improvement districts as follows, for the purpose of approving vouchers: Coyote Springs Road Improvement District II; Ash Fork Street Lighting Improvement District; Prescott East Sanitary District; Yarnell Street Lighting Improvement District; Seligman Street Lighting Improvement District; Seligman Sanitary District; Pine Valley Improvement District.

CLAIMS AGAINST YAVAPAI COUNTY

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
General Fund	1,540,731.88	Jail District	277,011.73
District 1 Park Fund	935.08	District 2 Park Fund	374.74
Family Planning	4,334.68	MCH Programs	2,093.67
Home Health Ser	13,051.24	Health Promotion	2,356.95
Nutrition	1,332.59	T.B. Control	643.07
WIC Program	11,764.51	Jail Enhancement	5,267.96
Juvenile Delinq. Reduct	8,147.87	Juvenile IPS	14,723.26
Family Counseling	1,612.00	Juvenile Food Prog	1,384.84
Probation Serv	3,828.22	Adult IPS	27,686.57
Adult Probation Fees	20,879.09	Prob Enhance	29,798.30
Recorder's Surcharge	2,899.08	Indigent Def/Dg	1,160.90
Misc Small Grants	120.00	Crim Just/Atty	10,712.63
Bad Check Prog	3,011.31	Juv Prob Svs	5,546.67
Commodity Fd	535.62	Azeip Case Mgmt	2,589.62
Sexual Trans Disease	200.53	Hi Risk Chld HI	2,464.49
Clerk's Storage	418.82	WIC/TOB Intervention	1,254.61
HIV Counsel & Test	1,567.22	Atty Anti-Racket	84,780.94
PANT	3,780.57	Law Library	16,744.17
CASA	4,985.35	Case Process	4,328.54
Azeip Coordinator	2,337.56	Vict Witns Prog	5,899.85
Court Enhancement	1,923.01	Council Court	3,793.75
Juvenile Dent. Enh.	266.69	Drug Enf Fndg	2,007.02
Primary Care Svs	14,479.96	Victims Rights Impl	3,521.52
JAIBG Juv Acct 3	2,660.34	Yav Indian Agreement	1,781.25
Hassayampa/LTC	1,309.43	Dietetic Intern	693.78
Immuniz Service	2,502.69	Personal Care Svs	1,048.84
Idea-Preschool	954.12	Subs Abuse/DARE	292.40
Chem Abuse	249.81	Family Drug Court	915.90
Juvenile Drug Court	4,647.15	Juv Det/PACE	15,976.04
Prevent Child Abuse	1,174.16	Special Program	11,421.35
Sm Schools Ecia	697.34	Sm Schools Beha	17,901.68
Cops in School	4,509.96	Fill the Gap - Courts	6,782.10

Set Aside Fill Gap	1,145.77	Hurf Road Funds	311,346.68
Health Fund	73,493.73	Jail Commissary	6,377.23
Yav. Cemetery Assoc	200.00	Landfill Administ.	72,320.18
Water Advisory Comm	59,420.80	Clinical NICP	728.78
Tire Recycle	9,673.11	Safe School Pro	5,891.50
Adhs-Svs Coord	728.30	Local Incentive Awards	561.69
Fill the Gap - Attorney	2,075.70	Family Law Commiss.	3,765.81
Comm Punish Pro	2,295.35	Juv. Detent Ed Pro	637.44
Regnl Road Project	5,388.13	Health Start	7,332.28
Victim Compensa.	6,343.38	Interstate Compact Pro	2,253.00
Ryan White II	1,844.72	Primary Care Fees	923.25
Perinatal Block	2,200.72	Well Woman Health	1,340.63
Tobacco Educ	29,404.75	Hopwa Housing Op	140.08
Cops Fast	2,735.29	Ad Prob Education	379.38
Detention Education	94.87	School Res. Mayer	1,721.94
State Grant in Aid	4,096.99	Tech Literacy Chall.	182.72
Direct Treatment Fund	1,849.00	Mental HealthRWJF	357.12
Mental Health Part.	5,273.91	Comm. Access Pro	10,203.92
Attendant Care	21,431.91	HIV/CT	447.36
HIV Targeted	2,109.65	Child Justice	1,585.81
Child Sup & Vis	628.41	Domestic Relations	88.57
Self Service	122.81	VOCA	3,358.98
LTAF Vlt Local Trans	5,000.00	Yav. Drug Court	2,358.08
JTSF Treatment	3,914.36	Diversion Conseq.	1,200.96
Tobacco Donation	36.93	Transferred Youth	1,456.30
Capital Projects	32,851.07	Jail Construction	39,265.22
Fair Association	5,000.00	ALTCS	711,925.43

In addition, payroll was issued on December 28 for the pay period ending December 22; warrant numbers 2413940 through 2414436, in the amount of \$368,029.80. Jury certificates were also issued, warrant numbers 6853525 through 6853841; 6853843 through 6853857; 6853858 through 6853872. Warrants issued for January 7 Board day, 4162032 through 4162417; 4162418 through 4162777; 4162778 through 4163072.

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

ATTEST:

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