

BOARD OF SUPERVISORS MINUTES WITH SUPPLEMENTAL TRANSCRIPT  
(Where a supplemental transcript is available, it is printed in bold type)

OFFICE OF BOARD OF SUPERVISORS  
YAVAPAI COUNTY, ARIZONA

Prescott, Arizona  
2003

March 26,

The Board of Supervisors met in special session on March 26, 2003, at 9:30 a.m.

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

Also present: Jim Holst, County Administrator.

Clerk's note: A copy of these minutes with a supplemental transcript is available in the Office of the Clerk of the Board of Supervisors and is also available on the County website.

ITEM NO. 1.                Resolve into the Board of Directors of the Yavapai County Jail District. Consider adoption of Resolution No. 2003-1, authorizing the levy and collection of the full Jail District Excise Tax of 0.25%, as approved by the voters on November 2, 1999. Change to be effective on July 1, 2003. Reference: Jail District minutes.

ITEM NO. 2.                Resolve into Board of Supervisors.

1. Consider request from Adult Probation for permission to renew building lease at 221 N. Marina Street, Suites 101 and 102, Prescott, for \$3,851.28 per month for the period July 1, 2003, through June 30, 2004, plus the cost of janitorial and utility services (approximately \$12,186 per year) for a total cost of \$58,401 to be paid for from County funds. Adult Probation Director Bill Fitzgerald and Business Manager Lenne Ezell participated in discussion, providing information to the Board regarding this request. Facilities Director Pat Kirshman and Public Works Director Richard Straub also answered questions that the Board posed related to alternative space for Adult Probation offices. After brief discussion, the Board voted unanimously to deny renewal of the lease and directed that space be made available in the County-owned building located at Fain Road and Highway 69 for Adult Probation offices. Motion by Supervisor Brownlow, second by Supervisor Street. No comments from the public.

Chairman Davis told Mr. Fitzgerald that the Board had held this item in abeyance at its last meeting and directed Adult Probation to come back with some possible alternatives. He said the reason the Board had requested this was that the Board did not yet know how many costs would be shifted to the County from state. He said that the Board was committed to taking care of its employees first, that it did not want to lay people off and that it wanted to maintain salaries, and that if there was a way to avoid renewing the lease it would save the County \$58,000. Mr. Fitzgerald said he agreed with the Board's position regarding employees, and that his department had already received a \$202,000 cut in state funding. He said he had spoken with Mr. Holst, who had suggested moving the employees in the Marina Street leased space out to the County-owned building at Fain Road and Highway 69. Mr. Fitzgerald told the Board he believed that this was a very workable solution to the problem. Mr. Straub said he had discussed this proposal with Mr. Holst and Mr. Fitzgerald, that his employees were only using half of the building, and that things could be worked out to accommodate everyone. Supervisor Street asked if the old Fain offices were the only County space available. Mr. Holst said that was pretty much the case, and that the lease for office space for Adult Probation in the Prescott Valley Town Hall was also going to run out in November. He said that he and Mr. Fitzgerald had talked about the possibility of expanding the site at Fain Road and Highway 69 to accommodate that eventuality, and that if the Board was interested in pursuing that idea a walk-through of the property could be arranged. Chairman Davis said the Board's intent was to find ways to save money for employees' salaries, and that being able to move Adult Probation out of leased space into a County building would save, in this case, more than \$58,000. Mr. Fitzgerald said the only disadvantage to the locating at the old Fain offices was the distance from downtown Prescott, but that he

would look at readjusting caseloads. He said that most of the department's clients were located in Prescott, but that the number of clients in the Prescott Valley area was beginning to increase a bit. There was brief discussion regarding a proposal by the Joint Legislative Budget Committee to require counties to house prisoners sentenced to prison for a year or less, during which Chairman Davis asked Mr. Fitzgerald how that would impact his department and whether such a policy would encourage early releases of prisoners. Mr. Fitzgerald responded that he did not believe it would have much effect on his department. He said it was hard to say what judges might do, but that in his experience judges did not want to make decisions regarding sentencing based on financial considerations. Mr. Holst said his estimate of the cost to the County if the JLBC's proposal became reality was \$1 million. Supervisor Brownlow asked Mr. Fitzgerald if he would come back to the Board if he found that relocating some employees to Fain Road and Highway 69 was not working out. Mr. Fitzgerald said he was on the same page as the Board regarding budget concerns, and that he also did not want to have to lay anyone off. He said there would be no problem with the Fain Road office location. Supervisor Street asked what it would cost to refurbish the building on Fain Road . Mr. Holst said there was some cosmetic work that needed to be done, such as carpet. Chairman Davis asked if the Board needed to authorize money for janitorial services at the building. Mr. Kirshman said he would work something out. Supervisor Brownlow asked if it would be possible to allow an employee to provide janitorial services on their own time and for a set fee.

2. Discussion and possible action regarding the remodeling of a building in Jerome and lease space for Medical Assistance. Facilities Director Pat Kirshman participated in discussion of this item, answering questions from the Board. After discussion, Supervisor Brownlow moved to direct staff to develop an intergovernmental agreement based on the discussion on this day, to be brought back to the Board for approval at a future meeting. Supervisor Street seconded the motion, which carried by unanimous vote. No comments from the public.

Mr. Holst provided background information on this item, saying that the County had agreed to install an elevator for the "new" Jerome Town Hall in exchange for a five-year lease of office space for Medical Assistance. He said the work on the elevator had been completed, although it was not yet operational. He told the Board that staff had been coordinating with Jerome town staff over the last few months regarding when the building would be completed, but that it was now clear that Jerome would not be able to complete remodeling of the building due to losing a grant. Mr. Holst said that staff had then looked at what it would cost to get the building in good enough shape for occupation, and that two weeks ago it was estimated that if the County did the work it would cost \$111,000. He said that if the County did the work, that amount would have allowed the agreement for lease space for Medical Assistance to be extended from five years to ten years, but that he had just received new information indicating that the cost to complete the building would be closer to \$204,000. Mr. Kirshman provided the Board with a breakdown on the anticipated costs, pointing out the areas where costs had increased dramatically. He told the Board he also had some concerns about the time frame for completion of the project, saying that the Medical Assistance lease for office space in Cottonwood would expire at the end of June and that he was not sure he could complete the Jerome building by that time. Chairman Davis asked if there were plans for the offices that the Verde courts had recently vacated, and whether expanding the Health Department into that area was still being considered. Mr. Holst said that had been mentioned. Chairman Davis asked if there was a chance that the lessor would extend the lease for Medical Assistance on a month-to-month basis. Mr. Holst said that might be a possibility. Chairman Davis suggested asking Jerome to commit to repay the County for this work from future Community Development Block Grant Funds, saying the amount to repay would be \$84,000 because the County already had \$120,000 in value as a result of the five-year lease. He said another possibility would be to not take additional lease time and ask for repayment in full from future CDBG funds. He said the County already had a five-year lease because of the elevator construction, but that the lease could also be extended to cover the entire \$204,000 cost of making the building fit for occupancy. Supervisor Street asked whether the Board was being asked to loan money to Jerome or whether it was being asked to complete the building. Mr. Holst said the only way to get

the building finished was to have the County do it. After additional discussion about repayment options, there was general agreement that the County should finish the building and be repaid by Jerome through future CDBG funds, with the amount of repayment estimated to be \$204,000 plus a 6% interest rate.

- 3. Consider approval of item(s) appearing on the Consent Agenda for Board of Supervisors. Approved by unanimous vote. Motion by Supervisor Street, second by Supervisor Brownlow. No comments from the public.

ITEM NO. 3. MIS Director Stephen Welsh. The following County elected officials and staff were present and participated in both of the presentations listed below: Kris Estes, Kevin Blake and Santwana Borah, all of the MIS Department; County Treasurer Ross Jacobs and staff members Rachel Cherry and Sara VonUrban; County Recorder Patsy Jenney-Colon and Chief Deputy Recorder Ana Wayman-Trujillo.

- 1. Presentation regarding the County's GIS system and online mapping applications.
- 2. Presentation regarding access to Treasurer's tax bills through the County website.

As a result of the presentations, there was brief discussion regarding the service that the County's technology provides for cities and towns and utilities, during which Chairman Davis said he would like to see a contribution from those entities to help pay for the County's work. Supervisor Brownlow agreed.

ITEM NO. 4. County Administrator Jim Holst. County Administrator's update of current events, issues and projects. Public Works Director Richard Straub participated this item, presenting information about slash collection and burning.

Due to the lateness of the hour, Mr. Holst deferred discussion of his items to Mr. Straub so that Mr. Straub could present information to the Board regarding the possibility of the County accepting slash from the public and burning it, for a fee. Mr. Straub showed the Board a poster that depicted different loads of slash, with fees varying from \$5 a load to \$20 a load. He said it would require only one employee to accept the slash and take in the fee, and that he had temporary employees who could do this work. Chairman Davis said he would like to see this service in the Verde Valley as well. Mr. Straub said he was looking for direction on this day, and that he would bring this item to the Board soon for action. There was brief discussion regarding the possibility of asking the City of Prescott to engage a second contractor for tree cutting in order to speed up the program before summer.

CONSENT AGENDA FOR BOARD OF SUPERVISORS: Approved by unanimous vote. Motion by Supervisor Street, second by Supervisor Brownlow. No comments from the public.

- 1. Correct Board of Supervisors' action on November 6, 2000, reappointing Marriner Cardon to the Merit Commission Board for a term of three years from 3/16/00 to 3/17/03 to a term of four years, to begin on 3/16/01 and expire on 3/17/05.

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

ATTEST:

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