

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

August 6,

The Board of Supervisors met in special session on August 6, 2003, at 10:00 a.m.

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

Also present: Dave Hunt, Board Attorney/Assistant County Administrator; Pat Kirshman, Facilities/Parks Director; Sandy Stazenski, Facilities/Parks Assistant Director; Bob Boyett, Facilities Compliance Specialist; Kenny VanKeuren, Facilities Supervisor of Construction; Jim Fogelsong, Facilities Lead Maintenance; Richard Straub, Public Works Director; Ken Spedding, Development Services Director; Enalo Lockard, Development Services Assistant Director; Bill Fitzgerald, Chief Adult Probation Officer; Van Parson, Adult Probation Department; Steve Mauk, Chief Zoning Inspector; Cathy Heath, Assistant to the Public Works Director; and Russ St. Pierre, Public Works Department/Solid Waste Division.

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. Study session for discussion only of parks and parks-related issues. The Board discussed parks and parks-related issues with staff.

Mr. Boyett provided a PowerPoint presentation giving the history of the parks department and showing the various parks throughout the County. During this presentation, the Board members pointed out items of interest about each of the parks in their districts. In response to a question from Chairman Davis, Supervisor Brownlow spoke briefly about the former Parks and Recreation Commission, saying there had been problems with that Commission because of it coming under state regulations that also restricted what the County could do with the Courthouse Plaza. Supervisor Street noted that the management agreement for Henry Cordes Park had expired in April and that the group that had been managing the park had declined to renew the agreement. She also pointed out that High Desert Park in Black Canyon City was a model for parks throughout the state. Chairman Davis asked Supervisor Street what issues she wanted to address. Supervisor Street said there were still Heritage Funds available but that it would not be possible to obtain them without a master parks plan for the County, and that one of her questions was whether the Board wanted to have a parks plan. She said she also wanted to know how the Board felt about having uniform policies for the parks, citing skateboarding as an issue that could be considered for a uniform policy and overnight camping as another. Supervisor Street said that the parks were County properties, and therefore County liabilities and that she would like to know if the Board could agree on some general rules. She asked whether the Board wanted to allow the use of alcohol in County parks, saying that in one of the parks in her district she had required a wedding reception that was having alcohol to provide special event insurance coverage and a security person for the event. Chairman Davis said there were no organized or rental events allowed in the parks in his district, at the request of the communities in which the parks were located. Supervisor Brownlow said that would not work in some of his parks or in some of Supervisor Street's parks. Chairman Davis suggested keeping things fluid and allowing the park managers to make those decisions. Supervisor Street said that perhaps the Board should say that if the managers want to allow organized events, then they have to require insurance. She said that she had caretakers in four of her parks, and that in two of those cases the caretakers were meticulous about the park. She said she had developed a handout and set of rules for her managers to use in caring for the parks in her district. Chairman Davis asked if Mr. Hunt had seen the rules and whether the County was on solid ground with them. Mr. Hunt said he believed it was a good idea to lay out what was expected of park managers and that it was a good way to structure things. Supervisor Street said the County was now the manager for Henry

Cordes Park, that she wanted to have a caretaker at that park, and that the caretaker would follow the rules. Chairman Davis asked if Supervisor Street, Mr. Hunt and Mr. Kirshman could work out what Supervisor Street wanted with regard to caretakers. Mr. Hunt said he believed the approach of having the park management group be responsible for the caretaker was a good idea. Chairman Davis said he was just concerned about liability if a caretaker was hurt. Mr. Hunt said he believed the County needed to identify the issues that would place it at greater risk, such as alcohol, overnight camping and the like. Chairman Davis asked if the Board wanted to consider having any set standards for all parks. Mr. Kirshman noted that standardized signs regarding no alcohol, firearms, and so on were already being provided for each of the parks. Supervisor Street asked about skateboarding. Chairman Davis replied that he did not have concrete in his parks. Supervisor Brownlow said that the parking area at Quail Ridge Park was perfect for skateboarding. Supervisor Street said she felt that no alcohol or firearms in the parks was an important issue, but that she would rather have kids skateboarding in the parks than skateboarding on the streets. Chairman Davis asked Mr. Kirshman about maintenance of the parks and whether there was a hardship because of misuse. Mr. Kirshman responded that the maintenance was not that great, and that the Courthouse Plaza received much more use than any of the other parks. He said that Henry Cordes Park had greater potential for vandalism because of its proximity to Interstate 17. Chairman Davis asked Mr. Hunt to develop a caretaker and use agreement. Mr. Parson told the Board that people sentenced to community service were already providing clean-up services to Windmill and Sycamore Parks on a regular schedule, that the community service workers had provided similar services to Henry Cordes and Mayer Parks in the past, and that he had just received a call from someone associated with Flora May Ludden Park in Yarnell requesting clean-up services. Chairman Davis asked Mr. Kirshman if he would work on a policy with regard to the use of herbicides. Mr. Kirshman said he would do so. Mr. Straub noted that there was a new state law regarding the use of herbicides. He said that an employee on his staff was eligible to be licensed by the state, and that once he had his license additional employees could be trained under that license. Mr. Spedding said that there were also herbicide requirements related to NPDES Stormwater Management. Chairman Davis asked if there should be a standard form for parks that want to have organized events. Ms. Stazenski handed out copies of the form that her department was currently using for this purpose. Supervisor Brownlow said the Board should probably talk about whether or not to implement fees for the parks, saying that one could no longer go to a city park without paying a fee. Mr. Spedding said such fees were generally related to reserving a park or a portion of a park. Chairman Davis said that Mr. Kirshman, Mr. Hunt and Supervisor Street would work on developing caretaker rules, and asked whether the Board needed to do anything about a parks master plan. Supervisor Street said that such a plan needed to be adopted. She said she had taken the old plan and tried to redo it but that if the County did not need a master plan, it did not need one. Chairman Davis asked Mr. Kirshman if calls requesting help with parks were getting out of hand, as are calls for remodeling of County offices. Mr. Kirshman said no, that he was still finishing up work at some parks that have grants but that most everything was general in nature. Supervisor Street said that she had tons of requests in for ramadas and the like. In response to a question from Chairman Davis, Mr. Kirshman said that the Supervisors' districts were billed for construction at the parks but not for park maintenance. Chairman Davis asked if Mr. Kirshman should start billing for maintenance, saying he believed the parks should pay for themselves. He said that perhaps when construction at a park was completed, there should be a transition into paying for maintenance of the park. Mr. Hunt said he could discuss that with County Administrator Jim Holst and Finance Director Mike Danowski. Supervisor Street said if the Board decided to do that she would have some rules about who would do what and what her parks fund would be charged for. Chairman Davis asked Supervisor Brownlow how he felt about having Mr. Kirshman charge for maintenance. Supervisor Brownlow said he felt each Supervisor district should pay for maintenance of its parks. Chairman Davis said the Board might even consider going to bid for maintenance services, in much the same manner as Public Works bids for various services. Supervisor Street said she was okay with doing something like that, and that she wanted the communities to be responsible for the parks. There was general agreement that Mr. Kirshman would track maintenance costs for each district beginning

with July 1, 2003, that the Board would look at the costs after the first quarter and then discuss whether to charge back maintenance costs.

ITEM NO. 2. Study session for discussion only of community clean-ups. The Board discussed with staff community clean-ups, including the clean-up of zoning violations.

Chairman Davis said the County had seen an increase in zoning violations and that he believed a lot of the increase had to do with the perception of people moving into the County and the fact that they had higher expectations of their neighbors. He said it could take as long as two years from the time a complaint is filed until the County can actually do something about abating a property, and that many times people who were in violation of the Planning and Zoning Ordinance had physical disabilities or severe financial problems. He said that the Board had decided some time back that instead of just having free dump days, it would have community clean-ups to help keep communities looking better and to give people a chance to get things cleaned up before they found themselves served with a notice of violation. Chairman Davis said the community clean-ups had been very successful and that everyone needed to look at how they could work together to help identify those people who need the most help with regard to clean-ups. There was brief discussion about the success of the community clean-up program, during which it was mentioned that the public response to the program was such that it exceeded budgeted funds for the program last year. Ms. Heath said that aside from the money issue, the clean-ups were very hard on Public Works staff and that employees were exhausted following a clean-up and usually had to take a couple of days off to recuperate. Supervisor Brownlow said that when Paulden had its community clean-up there were various groups from the community that helped clean up the properties of those who needed assistance. Mr. St. Pierre said there were some communities that had organizations that would help people and there were other communities where no one was willing to help anyone. Supervisor Brownlow asked how much was budgeted for community clean-ups in each Supervisor district. Ms. Heath said that each district had \$25,000. Chairman Davis said if the Board wanted to expand the program and make it successful it would need to have at least twice that amount for each district. He asked if there were funds available through the Development Services Department. Mr. Spedding said the Board had given him \$50,000 in this year's budget for abatement purposes. He noted that his staff had gone out to problem areas the week before a community clean-up and handed out flyers to let those people who were in violation or close to being in violation know that there was an opportunity for them to clean up their property at no cost. He said he thought if people could at least get stuff out into the County right-of-way, then during the clean-up the County could run down the street and pick it up. Chairman Davis said the County would have to be careful about providing roadside pickup, or before long everyone would want roadside pickup. He said he had met with the five unincorporated communities in his district and that they had agreed that the community associations should be the ones to identify who needs help to take advantage of a community clean-up. He said that perhaps the County could help with that as well. Mr. Spedding suggested including the name and phone number of someone in the community that people could call to get help during a clean-up. Mr. Parson said that on the weekends he had anywhere from 20 to 30 people in community service and that he was already working with Catholic Social Services and the Neighbor to Neighbor program. He said he had the people to help with clean-ups. Chairman Davis asked if the community clean-ups could be coordinated in such a way to take advantage of Mr. Parson's community service workers. He said that they could not be everywhere at one time, and that perhaps they could go into a community a week ahead of the scheduled community clean-up and clean up those properties identified as needing assistance so that when the scheduled clean-up day arrives all of the needy properties are already finished. Supervisor Brownlow and Supervisor Street expressed concern about having disposables left on the side of the road prior to the scheduled clean-up. Chairman Davis said he believed that putting money into this effort would be better for the communities and for individuals, and that it would likely save the County money in the long run. Mr. Mauk agreed, saying that if the County could provide some assistance to get problem properties cleaned up instead of having to take people through the administrative process and ultimately to court, it would cost substantially less. He said

the County could do the job faster and less expensively with its own resources. Mr. Parson said that if it was a matter of going into a community prior to a clean-up and hauling off things like old appliances, such things could be loaded on the trailer his program used and kept for a few days before disposal. Mr. Mauk said staff would rather spend its time worrying about the two-acre junkyards than the people who just need some help to clean up their property. Supervisor Brownlow said he believed that if the County could obtain the abandonment of title for some vehicles it would be possible to have the vehicles hauled off by charitable organizations. At this point, Supervisor Brownlow left the meeting due to a previously scheduled appointment, and did not return to the meeting. Chairman Davis asked if there would be enough activity for the Board to consider hiring a couple of people to work 20 hours a week on the weekends with the Adult Probation community service workers in order to provide hauling or heavy equipment assistance. Mr. Fitzgerald and Mr. Parson said they had work crew monitors. Mr. Spedding said that perhaps not as many Public Works employees would have to work during community clean-up days if the community service workers could be used. Chairman Davis said he was suggesting that the Board consider hiring two part time people to work 20 hours every weekend to supplement the work of the community service workers, and that the part-time people could drive County trucks or other equipment that might be needed to clean up a property. Mr. Mauk said there were a number of people who just needed some help to clean up their properties and that his department did not need the community clean-ups as much as it just needed resources to help those people. Supervisor Street said she liked that idea, and that it would keep the Board out of it. Ms. Heath asked who would pay for disposing of trash at the transfer stations. Mr. Parsons said he had a dump pass for the community service workers program. Ms. Heath said the problem was that the cost of dumping on that pass came out of the Solid Waste budget. Chairman Davis asked if it would be possible to separate the issues of the needy violator from general community clean-ups. Supervisor Street has if the needy violators actually had zoning violations or whether they were just needy. Chairman Davis said it was both, and that perhaps the cases of needy zoning violations and those who were just needy could be handled on a year-round basis. He said it would involve dump fees and some personnel, but that being able to utilize the community service workers was the least expensive labor force the County would ever have available. Supervisor Street said she had a problem with the County getting into the trash business, and that it sounded like the County would be trying to determine who was needy. Chairman Davis asked whether the needy cases could be done through the community organizations with volunteer workers. Mr. Parson said it would be better if his community service people were limited to helping those people identified by Development Services as being in violation of the Planning and Zoning Ordinance, because otherwise the possibility existed that his crew would end up doing work that amounted to no more than "sprucing up" someone's property. There was general agreement that Mr. Parson's idea to limit his crews to helping those people identified by Development Services was the way to go, with Chairman Davis adding that assistance for people who were needy but not in violation should be handled through community organizations. Chairman Davis said everyone seemed to agree that needy violation cases should be handled separately from needy property who just need some help. He asked what would be done with the trash from property of needy violators. Mr. Spedding said the cost of dumping for those properties could be taken out of his line item for abatement. There was general agreement that Adult Probation and Development Services would work together on zoning violation issues and that they would look at doing this as a year-round activity. There was brief discussion about using the fines imposed by the Hearing Officer as a revenue source to help pay dump fees for properties in violation. Discussion turned back to community clean-ups, with Chairman Davis saying that Development Services would continue to go out into the community prior to a clean-up and let people who were in violation or close to being in violation know about the upcoming community clean-up. He asked if Adult Probation could also assist with community clean-ups. Mr. Parson responded affirmatively. Mr. Straub asked Mr. St. Pierre to coordinate with Mr. Parson regarding the community clean-ups. Chairman Davis said he wanted to suggest the idea of having more than one clean-up per year, perhaps providing one in the spring and one in the fall. He asked if it would be possible to have disposal bins in multiple locations within a community. Mr. St. Pierre said it was

better to have a designated clean-up day rather than a series of days, and that it was also better to have just one drop-off location. Ms. Heath agreed, saying the County had to monitor what was being dropped off. Supervisor Street said her problem was that she had 13 unincorporated communities in her district that needed clean-ups, while Supervisor Brownlow had only three. Mr. Straub said he liked the idea of having two part-time people to work weekends, but that the Board needed to look at paying those people as Equipment Operators rather than as Laborers. He said he would bring something back to the Board regarding that. Chairman Davis asked if there could be more permanent signs provided for clean-up sites. Mr. Straub said yes. Chairman Davis asked if an upcoming community clean-up could be advertised in the area by using barricades with signs placed at certain locations within the community five to seven days prior to the event. Mr. Straub said yes.

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

ATTEST:

_____ Clerk _____ Chairman