

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

December 19, 2005

The Board of Supervisors met in regular session on December 19, 2005, in Cottonwood, Arizona, at 9:00 a.m.
Present: Carol Springer, Chairman; Thomas Thurman, Vice Chairman; Chip Davis, Member; Bev Staddon, Clerk.
Also present: Dave Hunt, Board Attorney.

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.

CONSENT AGENDA With the exception of items C9 and C14, all items were approved by unanimous vote. Motion by Supervisor Davis, second by Supervisor Thurman. No comments from the public.

C – BOARD OF SUPERVISORS

- C1. Minutes of meeting of December 5, 2005.
- C2. Liquor license for which there are no protests, Series 10 Original Beer and Wine Store, Country Corner, Wilhoit area, Patricia Ann Weatherford.
- C3. Intergovernmental agreement with the Arizona Department of Revenue for property tax data processing system services for the period January 1, 2006 through June 30, 2006, in the amount of \$215,188 to be paid from the Outside Services Account in the Assessor's budget (General Fund).
- C4. Fourth Amendment to lease with T&L Investments for rental of office space located at 595 White Spar Road, Prescott, to extend the lease through June 30, 2007, and provide for other modifications of the lease. To be paid from Building & Land Rental account in the Public Defender's budget (General Fund).
- C5. Appointment of precinct committeemen as recommended by the Yavapai County Republican Party and as evidenced in Board Memorandum No. 2005-19.
- C6. Accept bid from Continental Flooring in the amount of \$25,345 for the Mayer Elders Club Community Development Block Grant project, as recommended by the Mayer Elders Club and NACOG. Bids opened November 30, 2005, with two bids received as follows: Continental Flooring, \$25,345 (fully responsive bid); and Carpet One, \$21,260.89 (no equipment moved, not fully responsive bid).
- C7. Appoint Steven R. Estes, Executive Director of the Mingus Center, to the Water Advisory Committee as the District 3 representative, to replace Andy Groseta.
- C8. Amend action taken on December 5, 2005, to transfer Community Development Block Grant funds from Red Cross Storage to Yarnell Paved Lot, Parking and Helipad, to include a Resolution of submission of an amendment to the Arizona Department of Housing.
- C9. Establishment of Beaver Creek Domestic Water Improvement District pursuant to A.R.S. §48-905(C) and appoint Reginald Owens, Dave Garrison and Donald Head as the initial board of directors for the district. Approved by unanimous vote contingent up final review and approval of the paperwork by Deputy County Attorney Randy Schurr. Motion by Supervisor Davis, second by Supervisor Thurman. No comments from the public. (Clerk's note: Mr. Schurr later advised the Clerk that the final paperwork filed by the petitioners was in order.)
- C10. Approve vouchers.

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C – COUNTY ADMINISTRATOR

- C11. Authorize purchase of floor scale for the Medical Examiner's Office at a cost of approximately \$3,000 to be paid from Contingency.

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C – DEVELOPMENT SERVICES

- C12. Final plat, Sedona at Seven Canyons, Unit III, 408-20-023, Sedona area, SEC, Inc. agent for Sedona Development Partners, LLC, #H5237. Consideration of a Final Plat for Sedona at Seven Canyons Unit III, a replat of a subdivision formerly know as Canon Del Oro to allow for 14 residential lots. Property is located at the end of Boynton Road north of the City of Sedona. The Board of Supervisors approved the Zoning Map Change from RCU-2A and the Preliminary Plat on June 19, 2002 with eight stipulations.

C – FLEET MANAGEMENT

- C13. Approve auction date of February 4, 2006, for a vehicle auction to be conducted by Sierra Auction Management, Inc. at its

site in Phoenix, Arizona, and approve a list of General Fund and HURF vehicles to be sold at that auction.

C – MANAGEMENT INFORMATION SYSTEMS

- C14. Hire retired employee Ken Barwick as a temporary part-time Systems Administrator at his pre-retirement rate (Range 65, Step 17). Human Resources Director Julie Ayers participated in this item via video conferencing from Prescott. Approved by unanimous vote after Ms. Ayers explained that this request was made as a result of circumstances related to the completion of certain projects. Motion by Supervisor Thurman, second by Supervisor Davis. No comments from the public.

C – PUBLIC WORKS

- C15. Extension for completion of services of Authorization of Services #2515191 with Ecoplan Associates to January 1, 2007, for the SR 89/89A Traffic Interchange Environmental Analysis Update.
- C16. Bids received to Supply or Supply and Deliver Liquid Asphalt Products in Yavapai County, AZ, Contract No. 2515872. Bids opened December 6, 2005, with bids received from the following vendors: Chevron USA; ERGON Asphalt Products, Inc.; and Western Emulsions. Recommend awarding to all bidders at various unit prices.
- C17. ADOT Aeronautics grant E6F55 for rehabilitation of Apron A and fire protection improvements at the Sedona Airport, Sedona, Arizona, in the amount of \$26,830 to be paid from Outside Services, General Airport Account. To be reimbursed by ADOT Aeronautics, no County funds involved.
- C18. Release of funds being held in retention under the financial assurances for American Ranch Phase 4B. Road is classified as private and will not receive maintenance from Yavapai County.

C – SHERIFF

- C19. Grant in the amount of \$36,000 from the Arizona Peace Officers Standards and Training Board for the purpose of training certified law enforcement offices in advanced forensic interviewing of children to provide compliance with the Child Abuse/Child Sexual Assault protocol. No County funds involved.

ACTION ITEMS

A – BOARD OF SUPERVISORS

- A1. Reports by individual Board members with regard to the activities of the boards and commissions on which they represented the Board of Supervisors during 2005. Public Works Director Phil Bourdon, Development Service Director Ken Spedding, newly-appointed District 3 representative to the Water Advisory Committee Steve Estes, and Prescott area resident Mariann Littell participated in discussion.

Each Supervisor and Mr. Hunt provided brief updates on the following boards and commissions, in accordance with their representation on those boards and commissions: Central Yavapai Metropolitan Planning Organization Executive Board (CYMPO); Corrections Officer Retirement Plan; Prescott/Yavapai Enterprise Zone; Public Safety Retirement Board; Board of Health; Yavapai County/Chino Valley/Prescott Valley Enterprise Zone; Yavapai County/Prescott Valley Enterprise Zone; Yavapai Regional Medical Center Council of Electors; Arizona Counties Insurance Pool; Arizona Rural Water Association; COCOPAI; County Supervisors Association; Local Workforce Investment Board; NACOG; Prescott Area Urban-Wildland Interface Commission; Verde Valley Recycling Committee; Verde Valley Transportation Planning Organization; Verde Valley Watershed Association; and Yavapai Combined Trust. In some cases there was significant activity to report, such as the regional, corridor and local studies being undertaken by CYMPO, and in some cases there was nothing to report because the board or commission had not held a meeting. During her report on the County Supervisors Association, Chairman Springer focused on upcoming legislation that was either being proposed or already in the process. During his report on the Verde Valley Transportation Planning Organization, Supervisor Davis noted that public consensus had been reached with regard to S.R. 260 but that political consensus had not been reached. He said he was not sure that political consensus was attainable and that it would probably be necessary to ask ADOT to use its best judgment with regard to the design of the highway. During his report on the Board of Health, Supervisor Thurman noted that West Nile Virus had not been a big problem during the year and that dispensing of flu shots had been going very well. Mr. Hunt updated the Board on the activities of the Arizona Counties Insurance Pool, noting that it had completed another successful year with rates holding steady. Supervisor Davis noted that the LWIB plan had been updated and that the One-Stop operation was working well on both sides of the mountain. Supervisor Thurman spoke briefly about PAUWIC and its efforts, among other things, to restore a slash disposal site at Pioneer Park. Supervisor Davis added that the Verde Valley Watershed Association would be holding a water summit at Cliff Castle Casino sometime in February 2006. Referring to the CYMPO report given by Chairman Springer, Ms. Littell suggested that signs along S.R. 69 include wording like "6000 West" or the like on them so that as people are traveling they are not distracted trying to find buildings.

A2. Discussion and possible action on various capital improvements items.

- a. Description of Dick & Fritsche Design Group (DFDG) scope of services. Contract which included the scope of services was approved by the Board at its November 21, 2005, meeting. Michael Schmitt, DFDG. The Board took no action on this item.

Chairman Springer read from a public participation form submitted by Village of Oak Creek resident Dorothy O'Brien (not present) as follows: "The Big Park residents are not interested in driving to Prescott for permits, etc. Yavapai County is large, that is reality! Decentralize services to make them accessible and convenient for your constituents!" Chairman Springer said there had been some misunderstanding in the Verde Valley, and that the Board's discussions about centralizing services had related only to those services already in the Prescott area and that there was never any intention to take services away from the Verde Valley. Mr. Schmitt then explained what DFDG's role would be, saying it would begin with a review of the special needs analysis done by Durrant prior to DFDG being placed on contract. He said DFDG had begun meeting with some department heads and that it would continue to do so over the next few weeks, and that it would have work sessions with the Board as needed. Mr. Schmitt said that in addition to looking at needs, it would also be important to look at where services would be put, not only in the Prescott area but also in the Verde Valley, and that DFDG would help the Board to prioritize its needs. He said that a draft showing what DFDG believed the Board would need to provide services around the County would be developed and that it would include information about what sites might be appropriate and what the cost would likely be. Supervisor Thurman said he would like this day's discussion to focus on needs in the Verde Valley. Supervisor Davis asked Mr. Schmitt if he was looking at just County-owned property or at other properties as possible locations for County buildings. Mr. Schmitt said that since the County's capital improvements issues had been in the forefront of news, he was hearing from people who have property they would like to sell to the County.

- b. Input from elected officials, department heads and the public regarding the capital improvements program. Michael Schmitt and Bill Otwell, DFDG. The following elected officials, department heads, and members of the public participated in discussion: Robert Brutinel, Presiding Judge of Superior Court; Jeanne Hicks, Clerk of Superior Court; Bill Lundy, Verde Valley Justice of the Peace; Janet Lincoln, Public Defender; Billie Grobe, Chief Adult Probation Officer; Scott Mabery, Director of Juvenile Court Services; Tim Carter, County School Superintendent; Steve Waugh, County Sheriff; Ken Ellis, Verde Valley Constable; Marcia Jacobson, Community Health Services Director; Ken Spedding, Development Services Director; Dana Evans, Medical Assistance Director; Phil Bourdon, Public Works Director; Dennis McGrane, Chief Deputy County Attorney; Stephen Welsh, MIS Director; and Ron Smith, Camp Verde Councilman. The Board took no action on this item.

Judge Brutinel said he agreed that the County needed to provide services to all citizens of Yavapai County no matter which side of the mountain they were on, but that it also had to provide services to the taxpayers in a responsible fashion. He described the current state of the justice system in the County as overcrowded, with kids sleeping on the floor at the juvenile facility. He said it would be ideal if there could be one facility in Prescott and one facility in the Verde Valley but that detention facilities were very expensive to build and even more expensive to staff, and that he did not think it was responsible to build two facilities and staff them. Judge Brutinel said he believed there were some things that could be done with regard to video conferencing that would allow people to see their kids. He told the Board he was out of court space, and that the closer the courts could be to the jails the better it would be. He said that currently there are 4,000 transports per month from the jail to the courts. Judge Brutinel said the County was eligible for another superior court but that right now he had no place to put another judge. He said the courts intended to continue providing the same services in the Verde Valley that it provides in Prescott with regard to civil courts and the like, adding that he did not feel the existing jail in Camp Verde was very convenient to people in the Verde Valley and that he would have to question whether a courthouse should be built in Cottonwood. Judge Brutinel said the Board did not have to build everything at once, but that it did have to plan for it and that facilities could be built so they serve both sides of the mountain. Supervisor Davis asked Judge Brutinel if the quickest fix would be to expand court services at the Camp Verde jail for the whole system. Judge Brutinel said he would have to think about that, and that while he could see benefits on the transportation side he had some questions about staffing. Supervisor Davis said it would be number of years before things could be completed for a new jail on the Prescott side but that expanding things in Camp Verde might take some pressure off. Judge Brutinel said he believed the bigger need right now was in Prescott and that he believed court facilities should be in downtown Prescott. He said he did not think that doing things piecemeal was the best way to go. Supervisor Davis said he thought the term "piecemeal" implied mothballing the Verde operations. Judge Brutinel said he had never thought that the facilities in Camp Verde were very good for the courts. Supervisor Thurman asked Judge Brutinel if he

would have a problem having 40% of the court space in the Verde Valley if the trend in the crime rate continued to be 40% in the Verde and 60% in the Prescott area. Judge Brutinel said no, but that he would like to be able to save some expenses for the Sheriff's Office. He cautioned that the numbers could change, saying that both sides of the mountain were growing and that the County needed to be building facilities on both sides. Supervisor Thurman asked Judge Brutinel if he could wait five years for a courthouse in Prescott. Judge Brutinel said he could not, adding that if he had an additional courtroom today he could bring in judges pro tem to hear criminal cases and it would help the process a great deal, but that he would also have to have staff and space for the Clerk of Superior Court. There was brief discussion about the possibility of implementing night court, during which Judge Brutinel said he had not really thought about that idea and that while it was something to consider he did not anticipate that lawyers or jurors would like it. He said it was also important to maintain justice of the peace facilities because those were the courts that most people use. Supervisor Thurman asked about remodeling the courtrooms at the Camp Verde facility. Judge Brutinel said he was a little concerned about throwing good money after bad, saying the facilities could be remodeled but that there really was no room for additional courtrooms. Chairman Springer said Judge Brutinel had made the point that building courtrooms at the Camp Verde facility would not be as accessible for the public as one that might be built in Cottonwood. Judge Brutinel said that in Prescott the courthouse was downtown and very accessible to people. He said it made sense to do the same thing in the Verde Valley. He added that he and Ms. Hicks had talked about whether there was a way to make the Clerk of Superior Court's records available for viewing at the justice courts. Chairman Springer noted that the County owns the property next to the County's administrative services building in Cottonwood. Supervisor Thurman said the problem he saw was with staffing. Judge Brutinel said the County has nine full-time superior court judges, three of whom are in the Verde Valley. There was brief discussion regarding problems related to transporting staff between different locations. Supervisor Davis said he believed that for the Verde Valley the particular issue of justice facilities would be more appropriately resolved by having a campus setting, and that it was just good business to have the jail and all court services on the same campus. He said he felt the ideal situation would be to have a campus project for justice facilities, and that as far as the existing Camp Verde facility was concerned the Verde Valley was growing and the Camp Verde site would see more activity in the coming years. Judge Brutinel said he understood and appreciated the point that Supervisor Davis was making, but that there were people for whom it was an issue to drive that far and that the result was a trade-off on customer service. Ms. Hicks said that she and Judge Brutinel work very closely and that she currently has about 1.5 courtroom clerks for each judge but that when she included her other staff it was about five staff members for each full-time judge. She said that that even taking into consideration advances in technology she would continue to need five staff people for each judge. Ms. Hicks said she needed space for her staff and that she also needed space for the public that comes to her office to look at documents. She said she did have clerks that had to travel between Prescott and the Verde Valley and that this meant two hours of time on the road that could otherwise be used working. Ms. Hicks said she thought it was better if judges did not have to travel back and forth but that she would need to have staff in the Verde to support judges located there. She told the Board she appreciated it looking at this issue now because things were not going to get any better. She said she had no room for additional clerks in her Prescott office but that she did have space for one more clerk in the Verde. Supervisor Davis asked Ms. Hicks if it was important that her offices be located in the courthouse or whether they could be in an adjacent building. Ms. Hicks responded that it was very important for the Clerk of Court's office to be in the same building with the courts. Judge Lundy told the Board that he current has adequate space but that it was cramped and had no security. He said he would have no problem with having Clerk of Court documents available through his office but that he would need additional space and staff for it. Supervisor Thurman asked Judge Lundy if it would bother him to move from the Cottonwood administration building to the Camp Verde facility. Judge Lundy said he thought it would be a good idea, adding that the jail transports prisoners to his court as well as to superior court. In response to a question from Supervisor Thurman, Judge Lundy said he was okay space-wise for now, but that he would like to have a security person. Ms. Lincoln said Judge Brutinel had spoken about the need for more judges and that this would also have an impact on her department. She reviewed her staff and contract attorney numbers, saying there were not enough attorneys locally and that she had gone out of the County to find attorneys for most of the dependency work done by her office. Ms. Lincoln said that because of the lack of qualified people locally to do criminal work she felt it would be necessary to look at bringing some contract attorneys in-house. She told the Board that 40% of her clients were in the Verde Valley and that there was a problem for her clients in getting to court and even in getting to the Public Defender's office at Camp Verde. Ms. Lincoln said she was out of space at Camp Verde and was in leased space in Prescott but did not know if she could use some currently unused space in the Prescott building. She said she believed the Board would also need to look at implementing a Legal Defender's office. Ms. Grobe reviewed the current facilities for her staff, saying she had 96 employees altogether, 26 of who were

located in the Verde Valley. She said her Verde Valley facilities included a 3200-square-foot converted gas distributorship and that the employees at that location were cramped for space, and that she also had three employees located at the jail in Camp Verde. Ms. Grobe said she had about eight employees who would need to be located near the courthouse, but that her field people did not need to be located near the courthouse. She added that being able to co-locate with Sheriff's facilities would be good. Ms. Grobe said that in Prescott her ratio of clients to probation officers was 62-to-1, while it was 67-to-1 in the Verde Valley, and that based on those numbers she could ask the state for more probation officers but that she had no place to put them. She told the Board that she might need to come back to the Board in the future to ask for permission for some employees to telework. Mr. Mabery said his department was in pretty good shape in the Verde Valley, but that his employees in Prescott Valley were very cramped and that he was in dire need of a new juvenile facility that would also include administrative offices and offices for probation officers. He noted that he also might be requesting additional probation officers. Supervisor Davis asked if just building a facility in Prescott would be okay or whether juvenile probation still needed to be in Prescott Valley as well. Mr. Mabery said he believed it was important to diversify and put more officers out in the community. Supervisor Davis asked if it would help to have officers located in Camp Verde or Clarkdale. Mr. Mabery said it would. Supervisor Davis asked Ms. Grobe if it would help her to have satellite offices in the different communities throughout the County. Ms. Grobe said yes, and that it would be helpful to be co-located with Sheriff's facilities in those areas. Mr. Carter said the Education Service Agency portion of the County School Superintendent's office had adequate space but that he was also required to provide educational services to retained and adjudicated youth and that he did not have enough space for that service at the juvenile facility. He told the Board he would like to see a separate but connected and secure classroom at the juvenile facility and that if the County was willing to enter into an intergovernmental agreement with the Yavapai Accommodation District it might be possible to have the School Facilities Board pay for construction of the classroom. Mr. Carter said it would be faster if the County built the classroom as opposed to having the Accommodation District build it. Sheriff Waugh said he had two primary responsibilities, one of which was to provide law enforcement to the unincorporated areas of the County and the other which was to manage the jails. He said the jail at Camp Verde would be full within five years and that another facility needed to be built. He said if the new facility had 750 beds it would be full by 2019. Sheriff Waugh said the closer the jail could be to the courts the better it would be. He said that because of the size of the County the law enforcement side needed to be decentralized in order to improve response time, and that in terms of administrative space at the Gurley Street building if he could have the whole building to himself it would be good for the next 20 years. Sheriff Waugh said he did need space in the outlying areas and that he would like to have facilities in those 13 major community areas of about 1,000 square feet in size. He said that evidence was spread out all over the County and that it was a problem. Sheriff Waugh said he believed a jail was needed in the Prescott area. Chairman Springer asked the Sheriff if he still sent all lab work to Phoenix and whether he could foresee that in the next 10 to 20 years counties would have their own forensics labs. Sheriff Waugh said he could see that happening in the next five to 10 years, at least on the blood side of forensic analysis. Supervisor Davis asked Sheriff Waugh what he thought about minimum security facilities for non-violent offenders. Sheriff Waugh said he thought that was an option, and that while the facility costs for something like that would be less there would be no difference between minimum security and a regular jail when it came to staffing. Mr. Ellis said he was the only person in his office and that his biggest concern was additional staffing as there is currently no one to fill in for him if he is out sick or on vacation. He said that Prescott Constable John Watson was in the same situation and he and Mr. Watson would like to have a deputy constable they could share. Mr. Ellis said that in terms of space, Constables just need enough room to maintain records that the public can come and look at. Ms. Jacobson said her department's greatest needs were in the Cottonwood area and specifically for clinic space. She said she was currently recruiting for a doctor for Cottonwood and expected the demand for services to increase once that person was on board. Ms. Jacobson said her department could stand apart from other County departments and that moving her employees out of the Cottonwood building into a separate building would free up a considerable amount of space for other departments. Chairman Springer asked Ms. Jacobson if she had a location in mind. Ms. Jacobson said she did not. She said it would be nice to have some small clinics located in several communities but that she realized that was not very realistic. Mr. Spedding said if he did not increase staff in the Verde Valley that he would have adequate space for sometime, but added that it would depend on growth trends. He said that with regard to his offices in Prescott it might be a good idea to have some satellite offices. Ms. Evans said that her department existed by virtue of five-year contracts with AHCCCS and that she would know by May 1, 2006, whether she would have another five-year contract. Ms. Evans said her predecessor had combined employees located in Prescott and Cottonwood into one office in Prescott Valley, which she said resulted in a cost savings, but that sometimes it was an issue for employees. She said she did not believe her department would need additional space. Mr. Bourdon said the Public Works facility in the Verde Valley was

located at Cherry Road and that while it currently had enough space if there was more growth in staffing it would be necessary to look at the age of the facility and how it fits the employees. He said that with regard to his offices in Prescott, the concern was with the temporary structures now being used. Mr. McGrane said it would be great to have the County Attorney's offices in the courthouse but that they did not have to be. He said they could be co-located with the Sheriff's Office but that they could not be co-located with Adult Probation or the Public Defender's Office. There was brief discussion about the very small attorneys' offices and how conferences occur between attorneys and clients, during which Mr. McGrane said it would be very helpful if attorneys' offices could be large enough to allow the attorneys to hold interviews in their own offices. In response to a question from Supervisor Thurman, Mr. Welsh said that the Victim Witness space in Prescott was 100% full and close to it in the Verde Valley. Mr. Smith said that spending \$100 million on County buildings in the Prescott area seemed out of proportion. He said that most of the people who had contacted him in his capacity as a Camp Verde councilman felt that the County should decentralize its services. He said that people wanted to know where the assets were in the Verde versus those in Prescott. Mr. Smith asked about roads and asked where the Board thought the population growth in the County would occur in the next 20 years. He said was in favor of having justice facilities within walking distance of the jail. Supervisor Davis asked Mr. Welsh about technology and which departments might have the ability to do things differently with technology, such as telecommuting. Mr. Welsh said there was technology currently available that would allow some offices to work out of vehicles, such as some of the departments involved with permitting. He noted that the Adult Probation Department was already utilizing laptops for this purpose. Mr. Welsh said that from a technological standpoint it was also possible to have people work from home. Supervisor Davis asked if it was feasible to have satellite offices with minimal staff where the public could gain access to any County department they might need. Mr. Welsh said that was possible. In response to Mr. Smith's statements, Supervisor Thurman said that population growth over the next 20 years would probably be concentrated in the northwest part of the County because that was the area with the most private land. He added that with regard to administration of the County most of that function was located in Prescott. Mr. Schmitt told the Board that he and Mr. Otwell had heard many of the same things they heard at the December 5 meeting in Prescott. He asked if there was a need in a Verde Valley community for reinvigoration of a downtown area where locating a courthouse would help, similar to the need in Prescott. Supervisor Davis said he felt the Verde Valley operated more as a region. Mr. Schmitt said that much of what he had heard on this day made a great deal of sense, such as the idea of shared space in the outlying areas. He said that DFDG had a lot of work cut out for it in order to fully understand the issues, but that he thought everyone wanted to be good stewards of the public's funds. Chairman Springer said she believed the cost to build the necessary facilities would be in excess of \$100 million and that about 85% of that amount would go to the justice system. She said she thought it was also important that nearly every elected official and department head who had spoken on this day has immediate needs. She said she thought it had been very valuable for the Board to hear what those people had to say. Supervisor Davis said he thought the Board had a responsibility to filter out some of the information it received versus reality. He said there was a formula for superior courts and that Yavapai County had voluntarily chosen to fund additional courts. He said that sometimes the Board needs to investigate to see if what it is hearing is really as dire as it sounds. He said he was looking forward to being able to sit down with the architects and develop priorities. Mr. Otwell said he was not sure that he had really heard anything new on this day but that he had heard some good information about who can be co-located and who needs to be separated. Supervisor Davis asked Mr. Otwell if his process would allow for input from all the cities and towns and unincorporated communities in the County. Chairman Springer said that since today's meeting was the second of six proposed meetings she had hoped these meetings would be the format for that purpose and that there were still four meetings left to go. Mr. Otwell said he would let the Board know what the next agenda item on this issue should say.

A – COUNTY ADMINISTRATOR

A3. Monthly budget report, 2005-2006 fiscal year budget. Allison Dixon, Management Analyst.

Ms. Dixon provided on the screen charts showing revenue detail as well as expenditure information. There was brief discussion about fluctuations in the vehicle license tax, which Ms. Dixon said she was looking into. Ms. Dixon also provided a chart showing long range planning to 2015 for the Jail District based on information provided by Sheriff Waugh at the December 5, 2005, Board meeting. Supervisor Davis requested a future study session to talk about this issue, saying he was concerned about the column showing additional funds that would be needed to continue operating the District and where those funds might come from. Chairman Springer said not all counties have a jail district but instead fund jail operations from the General Fund. She said she agreed the issue needed to be discussed but that she thought it would come down to whether the Board goes back to the voters for an additional quarter-cent on the sales tax.

A – DEVELOPMENT SERVICES

- A4. Intergovernmental agreement with the Town of Dewey-Humboldt authorizing the Town to enforce and regulate planning, zoning and building issues within the commonly referred to “200 foot strip” of land located along the northern boundary of the Town. Ken Spedding, Development Services Director. Approved by unanimous vote. Motion by Supervisor Thurman, second by Supervisor Davis. No comments from the public.

Mr. Spedding explained that when the Town of Dewey-Humboldt incorporated it left a 200-foot strip of properties that were split with the properties being half in the Town and half in the County and that this IGA would give the Town the authority to regulate planning, zoning and building issues. He noted that the Town would regulate the strip in accordance with the County’s Planning & Zoning Ordinance, and that the Town would be working towards annexing the strip into the Town limits.

- A5. Overview of building permit activities and the hearing officer abatement process. Ken Spedding, Development Services Director. Land Use Division Manager Steven Mauk participated in discussion.

Mr. Spedding said that building permit activity was continuing to grow, with a large spike in June of 2005 because of the building code going County-wide in July. He said that in the last five years permits for single-family homes had doubled while permits for manufactured homes and commercial activity had remained about the same, and that there was not much in the way of multiple-family home permit activity. He told the Board that by the end of the year the department will have issued about 1,000 more permits than during 2004 and that as a result he expected an increase in revenues of about \$500,000 over the previous fiscal year. Mr. Spedding spoke briefly about fees, saying the last time that building safety fees were increased was April of 2004 and that the fees are about 32% less than other building departments in the County, such as those city and town building departments in the tri-city area. He said he would like to come back to the Board to talk about increasing the fees by 25%, which he said would increase revenues by nearly \$100,000. In response to questions from Supervisor Davis, Mr. Spedding said the department had been covering its operating expenses but that when indirect costs were taken into consideration there was a shortfall and increasing fees would help close that gap. Supervisor Thurman said the County was faced with serious capital improvement issues related to the justice system and that the justice system was something the County provided for all jurisdictions. He said part of the problem was the people moving into the County and he asked if there could be a surcharge on building permits for multi-family and single-family homes that would apply not only in the unincorporated areas but also within the incorporated areas and which could be used to help fund improvements to the justice system. Supervisor Davis and Mr. Spedding said they thought something like that would require legislative action. Mr. Hunt said the County’s options with regard to impact fees were somewhat limited, but that the statute did address the issue of impact fees for Sheriff’s facilities. He said he was looking into whether the County could have an impact fee for facilities. Supervisor Davis said he thought Supervisor Thurman’s idea was a good one, and even though it might require legislation it was worth looking into. Mr. Spedding continued with his presentation, noting that the Interactive Voice Response system had been very successful with 26,757 inspections having been scheduled through the IVR since June. He wrapped up his presentation by saying that the turn-around time on plan reviews was currently down to seven days, and that the Hearing Officer process was working well with money being collected on sanctions and with approximately 98.2% of those cited on zoning violations coming into compliance.

A – FLEET MANAGEMENT

- A6. Purchase of replacement vehicles and equipment (light bars, etc.) for the Sheriff’s Office from the Arizona Counter-Drug Procurement Program/1122 in the amount of \$1,185,813.86 (\$1,156,313.86 to be paid from Fleet Management New Motor Vehicles account and \$29,500 to be paid from Contingency). David Gartner, Fleet Management Director. Approved by unanimous vote, upon a motion by Supervisor Thurman, seconded by Supervisor Davis. No comments from the public.
- A7. Purchase of two 12-passenger vans for NAZCARE (Northern Arizona Care Center) from state contract in the amount of \$19,282.48 each to be paid for by Community Development Block Grant funds. David Gartner, Fleet Management Director. Approved by unanimous vote, upon a motion by Supervisor Thurman, seconded by Supervisor Davis. No comments from the public.

A – RECORDER

- A8. Bids for proposal for a new modular system that automates the mail balloting process by integrating the inserting, addressing and audit verification into a single, streamlined process. Bids opened December 13, 2005. Bids received from: Runbeck Election Services, Inc. (non-responsive bid); and Pitney Bowes, \$352,100 plus annual maintenance of \$27,740, On Route per Piece Charge of \$0.03 or 60 month lease including annual maintenance of \$9,009 per month. Recommend

awarding to sole responsive bidder Pitney Bowes as noted, to be paid from Recorder's Surcharge Fund. Ana Wayman-Trujillo, County Recorder. Ms. Wayman-Trujillo participated via video conferencing from Prescott. Approved by unanimous vote, upon a motion by Supervisor Thurman, seconded by Supervisor Davis, with no comments from the public.

Ms. Wayman-Trujillo asked the Board to approve the bid from Pitney Bowes, saying it would help to automate the mail ballot process and would also track ballots that go to the Post Office. In response to a question from Chairman Springer, Ms. Wayman-Trujillo said she had spoken with Finance Director Mike Danowski about whether the system should be purchased or leased and that she and Mr. Danowski wanted to speak with County Administrator Jim Holst about it but had not yet had an opportunity to do so. She said she would let the Board know whether the system would be purchased or leased, adding that it could be to the County's advantage to lease it.

CLAIMS AGAINST YAVAPAI COUNTY

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
General Fund	2,098,267.23	Jail District	566,052.43
Adult Center Cottonw	32.17	WMD Planner	1,972.56
HS 2003 Supplement	6,957.38	Improve of Education	1,651.39
Enhance Ed thru Tech	2,394.88	Reading Special. H&S	1,152.36
Adult Prob Fees – 40	1,255.93	Dewey Humboldt Agree	7,415.47
Public Health Reserve	10,433.19	Environmental Health	10,232.36
Susan Komen Breast H	539.75	Medical Reserve Corps	856.37
Resep Radiation Exp.	480.49	Comm. Health Center	27,812.30
AMPPHI	1,415.25	Family Planning	3,595.79
MCH Programs	1,309.57	Breast Feed. Couns.	2,742.21
Health Promotion	2,487.30	Cost Allocation	1,669.18
Nutrition	465.43	TB Control	216.12
WIC Program	14,594.23	Title X Family Plann.	1,756.84
Jail Enhancement	720.00	Juvenile Delinq. Reduct	14,721.81
Juvenile IPS	17,646.63	Family Counseling	2,827.00
Juvenile Food Prog	1,950.52	Probation Serv	5,578.35
Adult IPS	35,876.57	Adult Probation Fees	13,059.93
Prob Enhance	44,351.31	Recorder's Surcharge	3,294.66
Indigent Def/Dg	4,098.35	Misc Small Grants	45.20
Crim Just/Atty	4,718.61	Bad Check Prog	3,007.86
Juv Prob Svs	2,039.27	Commodity Fd	76.36
Hi Risk Chld HI	6,516.15	Clerk's Storage	1,171.78
HIV Counsel & Test	1,525.50	Atty Anti-Racket	1,258.89
PANT	11,068.92	Law Library	2,525.14
CASA	3,883.56	Case Processing	6,065.19
Prim. Care – V.V.	6,332.64	Victim Witness Prog	10,145.84
Court Enhancement	1,065.76	Conciliations Court	367.50
Enhance Drug Court	5,200.71	Inmate Health Svs	387.87
Drug Enforce. Fund	2,007.00	Probate Fund	910.55
Primary Care Services	13,770.66	PC Fees VV	554.33
Local ADR	808.89	FTG Indigent Def.	5,647.00
Victims Rights Impl	3,316.01	JAIBG Juv Acct P-II	1,840.39
Yavapai Indian Agree	1,748.67	Dietetic Intern	312.06
Immuniz Service	3,187.98	Personal Care Svs	3,066.28
Idea-Preschool	1,493.24	Subs Abuse/DARE	334.11
Chem Abuse	445.43	Family Drug Court	1,169.91
Juv Det/PACE	6,341.59	Collab. Comp Rev Gr	927.51
Special Program	17,903.38	Sm Schools Ecia	610.57
Sm Schools Beha	52,929.15	Walmart Shop w/ Cop	3,200.00
Fill the Gap – Courts	13,886.31	Hurf Road Funds	475,802.22
Assessor Surcharge	11,349.46	Assessor App Dev	10,034.08
Health Fund	68,322.12	Jail Commissary	5,802.28
Landfill Administ.	75,196.56	Judge Pro Tem Div B	10,804.87
Water Advisory Comm.	2,925.80	Tire Recycle	2,994.17

Safe School Pro	8,887.17	Adhs-Svs Coord	784.06
Local Incentive Awards	860.57	Fill the Gap – Attorney	5,179.32
Family Law Commiss.	8,465.52	Comm Punish Pro	7,352.16
Juven. Detent Ed Pro	1,488.39	Regnl Road Project	1,216,831.84
Library Auto Consor	1,055.60	Health Start	2,317.85
DUI Comm Gov Off.	4,144.05	Interstate Compact Prog	2,056.20
Ryan White II	3,135.15	Prepared. Bioterror	11,930.52
St Grant in Aid	170.39	Primary Care Fees	34,733.67
Perinatal Block	2,418.89	Well Woman Health	3,917.12
Tobacco Educ	11,850.74	Victim Assist. ACJC	133.50
St Implement Grant	76.50	School Reso. – Mayer	1,180.91
Az Region. Support	76.50	Direct Treatment Fund	10,521.34
Mental HealthRWJF	3,204.42	Mental Health Part.	3,204.42
Field Trainer	2,672.98	Attendant Care	22,187.13
HIV WYGC	193.09	Childrens Justice	2,514.99
Child Sup & Vis	940.69	Domestic Relations Ed	731.07
Self Service	70.00	VOCA	9,992.36
JTSF Treatment	5,187.33	Diversion Conseq.	767.79
Tobacco Donation Fund	2.28	ALTCS	2,283,460.69
Help Debt Svs Loans	7,741,860.60		

In addition, payroll was issued on December 9 for the pay period ending December 3; warrant numbers 2457751 through 2458088, in the amount of \$318,615.33. Jury certificates issued during this time; 6873712 through 6873924. Warrants issued for December 19 Board day, 4255210 through 4255675; 4255676 through 4256027.

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

ATTEST:

_____Clerk _____Chairman