

**MINUTES  
OF THE  
LA PAZ COUNTY BOARD OF SUPERVISORS  
Wednesday, May 9, 2018, 1:00 p.m.  
Worksession**

Chairman Minor called the May 9, 2018, worksession of the La Paz County Board of Supervisors to order at 1:00 p.m. Elected Officials and Department Heads present were: Chairman Minor, Supervisor Irwin, Supervisor Wilson, County Administrator Drake, Deputy County Attorney Buckelew, Finance Director Krukemyer; Human Resource Director Frantz, Health Director Shontz, Judge Weis, Parks Director Prefling, Judge Slaughter, Elections Director Shontz, Assessor Camacho, Animal Control Officer Ramos, County Attorney Rogers, Superior Court Clerk Spielman, Sheriff Risen, Community Development Administrator Yackley; and Deputy Clerk of the Board Green.

**Discussion of the La Paz County FY2018/2019 Budget**

Chairman Minor thanked everyone for their part in the budget process. He explained that the different departments will give highlights of the past year and goals for the next one. He stated that the County's budget numbers will be given to indicate where the County is at currently; noting that May 15, after the election, there will be another week to digest the results of that information before the next budget worksession.

Finance Director Krukemyer reiterated that every department presentation will give their highlights and accomplishments over the last year and goals for the next year. He presented a power point display of the total revenues, expenditures, and fiscal year comparisons.

The following departments came before the Board to make their presentations:

**Parks Department/Dave Prefling, Director**

Parks Director Prefling stated that he was looking to a Community Development Block Grant (CDBG) to make the bathrooms ADA compliant; and listed the Dog Park, Laguna monitoring system, increase in Pavilion rental rate, infrastructure improvements; and a possible change in equipment such as the use of golf carts instead of trucks. He reported that the parks increased its revenues, exceeding \$1 million.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Assessor/Assessor Anna Camacho**

Assessor Camacho reported that audits in every area of the Assessor's office continue to be done, giving a report of what areas of the County have been completed and areas yet to be done. She stated that this fiscal year had been very successful, adding \$12 million to real property assessments.

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Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**County Attorney/Yvette Echandt-Mott, Office Administrator**

Office Administrator Mott reported that the office of the County Attorney, although in a "survival mode" was on the right track, noting the numbers of felony and misdemeanor cases being prosecuted. She noted the grants received that would assist their office in funding certain positions; and the development of a good working relationship to create a policy in administering Racketeer Influenced & Corrupt Organizations (RICO) funds properly.

She stated that goals for the future included obtaining a fully staffed office, cross training to allow for leave time and to distribute work more evenly.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Board of Supervisors/Ron Drake, County Administrator**

Supervisor Wilson went over the current year highlights, noting the hiring of a new Finance Director, the selling of Ted's Truck Stop; a new employee handbook approved; and the successful resolve of the expenditure limitation issues of the past years.

He stated that the FY2019 goals were to complete an employee comp and class study; complete the Parks Master Plan; complete the IT infrastructure; and to acquire 8800 acres of Bureau of Land Management Land (BLM).

He added that all these goals would depend on the passing of the Proposition 401.

County Administrator Drake stated that "lots of hard work" had been accomplished this past fiscal year. He credited Supervisor Wilson for saying that "someone from Harvard would have to come here to see what good financing was about".

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Superior Court/Megan Spielman, Superior Court Clerk**

Superior Court Clerk Spielman made a brief presentation for both the Superior Court and Administration. She reported that there were five (5) new CASA volunteers; the forming of a Court Security and Emergency Preparedness Commission; and E-bench and fingerprinting systems have been put in both courtrooms.

She stated that goals for FY2019 were to install bullet proof glass and key card access; and acquire five additional CASA volunteers.

She stated that Court Administration is still trying to get control of indigent court cases and outside attorneys and hope to obtain a plan to reduce those costs.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Elections/Kenneth Scholl, Elections Director**

Elections Director Scholl stated that his office has been compiling elections results back to 2004; acquired new elections equipment and started initial internal training.

He stated that FY2019 goals are to create and customize a new training program with the new equipment; train poll workers and election crews; put together candidate packets and filing papers; and compile voting statistics and information to post on the new website.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Health/Marion Shontz, Health Director**

Health Director Shontz stated that the highlights for FY2018 included the awards the department won for their record for immunization completion, having won the award for several years consecutively; and the execution of a Pandemic Flu Plan exercise.

She stated that the department's goals for FY2019 were to continue a 90% coverage rate in immunizations; ability to accept credit/debit cards at the office front desk; and to re-establish the Prevention Program and Environmental Health Division.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Quartzsite Justice Court/Judge Tammy Carnevale**

Judge Carnevale stated that her court was currently half staffed. She reported that 2017 citations increased slightly over 2016; two court audits were completed, and a revenue evaluation had minimal findings.

She stated that goals for the upcoming FY 2019 were to acquire a new telephone system, new copier, covered parking with solar panels; and implement court security. She added that she has been able to set some funds aside for the security project; and hopes to obtain a panic button from a grant.

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Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Salome Justice Court/Judge Karen Slaughter**

Judge Slaughter reported that her court received a security grant for cameras, entry system, panic alarm, secure door, technical updates, and wi-fi for the court business.

She stated that goals for the upcoming FY 2019 were to add back a clerk that was "rified" using JCEF funds; new desks; new telephone system, and an update to technology to increase proficiency.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Parker Justice Court/Judge Charlene Weis**

Judge Weis reported that her court completed its triennial audit; started a process to become paperless; obtained recycling resources to minimize paper costs; and had an increase in citations.

She added that the goals for FY2019 were to certify one court interpreter; update courtroom and office equipment; purchase new microphones; purchase new carpet and paint while staying within the budget.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Community Development/Nora Yackley, Administrator**

Community Development Administrator Yackley reported that in FY2018, the department automated their Planning and Zoning process; have been preparing for the adoption of the 2012 International Building Codes; received both FEMA and AZDEMA grants for flood control; updated their GIS-911 call center for 80% accuracy; and noted other projects.

The department's goal in FY2019 is to adopt the 2012 International Building Codes; review and update flood control ordinances; and provide code enforcement on safety and community hazards. She would like to obtain permitting capability for businesses; and noted the department was granted a flood alert system.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Recorder, Shelly Baker**

Recorder Baker stated that FY2018 surpassed the 50% mark for permanent early voters. She stated that other highlights were: an increase in recording fees successfully lobbied at the legislature; map and surveys are now available online in La Paz County; and her office reconciled over 5,000 documents from 1995 and earlier.

She stated that FY2019 goals were to upgrade the voter registration system through Federal funds; make voter areas handicapped accessible; access indexing for pre-1983 documents; and to establish a County “shred” day.

Finance Director Krukemyer went over the department’s expenditures and fiscal year comparisons.

**Animal Control, Michael Ramos, Director**

Animal Control Director Ramos stated that FY2018 brought a reduction in operating costs, increased adoptions and contributions, and a new relationship with pet rescue organizations.

He stated that FY2019 goals were to update ordinances; purchase dog license software; apply for grants; and send staff for training.

Finance Director Krukemyer went over the department’s expenditures and fiscal year comparisons.

**Education Services, Jacqueline Price, School Superintendent**

School Superintendent Price stated that in FY2018, an agreement consortium was formed for free high-speed internet service; and banking was moved from Wells Fargo to Chase Bank.

She stated that FY2019 goals were to provide security and continuity in the schools; continue spelling and teacher of the year programs; recruit board members; fill 28 school district government board positions; and manage override/bond elections.

Finance Director Krukemyer went over the department’s expenditures and fiscal year comparisons.

**Sheriff/ Bill Risen, Sheriff**

Sheriff Risen reported FY2018 highlights, noting increased federal prisoners; provided emergency service to seniors during the heat waves; obtained a police vehicle through donation; and responded to a rash of armed confrontations.

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He stated that FY2019 goals were to optimize grant funding to supplement the budget; update obsolete mobile police radios; obtain a paperless records system; and obtain an update of digital communications.

Commander Suffle added that, in addition to the increase of revenues from previous years; the kitchen contract brought savings. He stated that additional training is a goal in order to keep lawsuits down; improve retention in jail personnel; and obtain facility needs such as air conditioners and additional beds.

Finance Director Krukemyer went over the department's expenditures, noting that the budget was increased due to the public safety personnel retirement system contributions (PSPRS).

Supervisor Wilson asked Finance Director Krukemyer if the "Maintenance of Effort" amount that is provided the Sheriff had increased.

Finance Director Krukemyer stated that the Sheriff's budget was right at the Maintenance of Effort mark.

### **Treasurer/Leah Castro**

Treasurer Castro reported that FY2018 tax bills would go out September 15, with an increase in E-notice registrants, which reduced paper. She stated that net investments were over \$106,000, up \$4,000; and a new security was installed in the Treasurer's office.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

### **Public Fiduciary/ Vivian Hartless**

Fiduciary Hartless reported that FY2018 accomplishments included obtaining headstones for veterans and indigents; negotiated funeral home services for \$150; cleaned and sold property; and was able to collect back fees and expenses. She added that she was elected to the Arizona Fiduciary Association.

She stated that for FY2019, she hoped to educate the public and community leaders on the roles of the fiduciary; provide mandated training to law enforcement on procedures and handling of decedents; continue to advocate for elder issues and enhance services; update office equipment and obtain a security wall.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Probation**

Finance Director Krukemyer reported on the Probation Departments FY2018 activities, noting that its State operating reviews were conducted and successfully completed; projected to run over \$20,000 under budget by end of this fiscal year; provide, with cooperation of other state offices, provide regional training to enhance sex-trafficking arrests; and act as liaison and point of contact with County non-profit organizations to coordinate volunteers for their activities.

He stated that the department's goals were the continued retention of employees; increase fines, fees and collections in a pro-active approach; increase participation in community service programs; and continue their under-budget trend.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**IT, Joey Lucas**

IT Assistant Lucas, reported that the primary server went down in FY2018 and was replaced; the Assessor's server was "migrated" to one that was more stable; the County's old website was retired; and new firewalls were installed at the Bouse and Salome libraries.

He stated that FY2019 goals were to move all the County's systems to Microsoft Office 365; replace old workstations; upgrade current servers; and install a new firewall for the main campus buildings.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

He added that there would be substantial amounts transferred to the IT budget from the different departments for the overall technology upgrade service being done by the County. He added that he would be looking into grants to assist in these costs.

**Public Defender/Arthur Higgs**

Acting Public Defender Higgs reported that FY2018 highlights included the hiring of one attorney; incorporating reduced payments to outside attorneys; the start of an internship program with Arizona State University (ASU); and measures implemented to reduce expenditures.

He stated that FY2019 goals were to reduce the amount of dependency cases to outside attorneys; arrange an agreement with the Colorado Reservation Indian Tribes (CRIT) to handle conflict cases; reducing the use of private attorneys; continue cross training Public Defender staff; and utilize CRIT interns.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

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**Finance/Terry Krukemyer**

Finance Director Krukemyer highlighted FY2018, noting that emailed check stubs are at 95%; credit cards were transitioned to Chase Bank; utilized the County's credit line only once month; and cashflow tracking was implemented for the FY2018 cycle.

He stated that FY2019 plans included implementation of Time Clock; the consolidation of Verizon and phone providers for fewer accounts; revise chart of accounts and object codes, improve transparency for each department on visions; and produce a fiscal year summary of each department and upload it to the website.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Facility Maintenance**

Finance Director Krukemyer reported that the Golf Course was rewired in FY2018; and the Career Center was refurbished for the new Human Resources offices.

He noted the goals for FY2019 were to re-carpet the Board of Supervisor's file cabinet area and the Career Center.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.

**Public Works/Tom Simmons, Director**

Public Works Director Simmons stated that in FY2018, all capital improvement projects were completed; the department received the APWA Project of the Year award for the development of their precipitation alert and flow gauges project.

He stated that FY2019 has plans to complete all budgeted CAP projects; acquire back two Maintenance Worker positions; and update the vehicle fleet.

Supervisor Wilson expressed thanks to Public Works Director Simmons for his excellent work on the Vicksburg Road.

Finance Director Krukemyer went over the department's expenditures and fiscal year comparisons.



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**Emergency Services/Steven Biro**

Emergency Services Director Biro stated that FY2018 brought the completion of the State approved HAZMAT Plan; along with Homeland Security Threat Assessment; completed annual National Incident Management System (NIMS) requirements; and currently planning three “tabletop exercises”.

He stated that FY2019 goals included a volunteer recruitment; conduct Emergency Preparedness outreach; sign up county employees for emergency notifications; and complete Continuity of Operations Plan (COOP) for the County.

Finance Director Krukemyer went over the department’s expenditures; largely federally funded; and fiscal year comparisons.

**Libraries/Sharon Hillhouse**

Facility Manager Hillhouse stated that FY2018 highlights were a successful summer “read day” camp at the Centennial Library; replaced old computers at the Bouse and Centennial libraries; and integrated two branch libraries, with volunteers; and increased communication and participation at schools and civic groups.

She stated that FY2019 goals were to increase adult programming; replace computers for patrons; acquire funding for part time aids; and increase hours of operation.

Finance Director Krukemyer went over the department’s expenditures and fiscal year comparisons.

**Golf Course/Golf Pro Steven Benton**

Golf Professional Benton reported that FY2018 highlights were the reprogramming of the pump station; new roof on the pump station; major landscaping work; changes to pricing and discount structure; increased revenues by \$100,000 over last year; and refurbished two billboards on Highway 95 advertising the Golf Course.

He stated that FY2019 goals were to reconstruct lake on Hole 18; buy 10 new golf carts and replacing others; continue major landscaping work; and replace obsolete equipment in the snack bar and maintenance department.

Finance Director Krukemyer went over the department’s expenditures and fiscal year comparisons.

Chairman Minor stated that he appreciated all the departments and staff for all their work and sharing the highlights.

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There being no further business to discuss, Chairman Minor adjourned the worksession at 4:12 p.m.

ATTEST:

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Duce Minor, Chairman

ATTEST:

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Diane Green, Deputy Clerk of the Board