

**MINUTES
OF THE
LA PAZ COUNTY BOARD OF SUPERVISORS
Monday, July 18, 2016, 10:00 a.m.
Regular Meeting**

Chairman Irwin called the July 18, 2016, regular meeting of the La Paz County Board of Supervisors to order at 10:00 a.m. Elected Officials and Department Heads present were: Chairman Irwin, Supervisor Wilson, Supervisor Clapperton, County Administrator/Clerk of the Board Field, County Attorney Rogers, Deputy County Attorney Buckelew, Public Defender Field, Assessor Schuler, Human Resource Director Frantz, Finance Director Mancuso, Interim Public Works Director Simmons, Community Resource Manager MacFarland; and Executive Assistant Reeves.

Chairman Irwin led the Pledge of Allegiance followed by the Invocation given by Pastor Jose Garcia of the Parker Apostolic Church.

Presentation: Healthy Arizona Worksite Wellness Award.

Tammy Minor, Prevention Coordinator with La Paz County Public Health Education and Prevention Program, stated that the Health Department was the honored recipient of the Gold Achievement Award from the Healthy Arizona Worksites Program. She stated she wanted to share the award with the County, noting that the award was as a result of the collaborative efforts between the Health Department and the Wellness Program. She presented the award to Joy Reeves, Executive Assistant to the Board of Supervisors, and the La Paz County Wellness Program Coordinator.

The Healthy Arizona Worksites Program is sponsored by the Arizona Department of Health Services and Maricopa County Department of Health; promoting the health and well-being of employees, their families and their communities by acknowledging entities that provide this support through on-site health screenings, nutritional education and physical activity programs.

Current Event Summary.

Chairman Irwin announced that the Arizona Department of Water Resources would hold a meeting regarding the Arizona Water Initiative Planning Area for the West Basin at Centennial Community Center on Wednesday, July 27, 2016, from 4:00 p.m. to 6:00 p.m.

CONSENT AGENDA *(Discussion and possible action on the following items):*

County Administrator Field presented for approval Consent Agenda Items #5(a) through #5(h).

5(a) Approval of Minutes

Approve Minutes of the Tuesday, July 5, 2016, 10:00 a.m., regular meeting; and Tuesday, June 14, 2016, 9:30 a.m., worksession.

5(b) Approval of Payroll

Approve June 26, 2016, through July 9, 2016, gross payroll, as presented, in the amount of \$428,427.86, plus employer benefit contributions of \$102,960.14, for a total of \$531,388.00 including hand written warrants.

5(c) Approval of Demands

Approve the demands, as presented, for FY 2015/2016, in the amount of \$397,480.43, including handwritten warrants.

5(d) Approve appointment of election workers for the Primary Election to be held on August 30, 2016; and to authorize staff to fill vacancies as required – Elections

Approve appointment of the election workers for the Primary Election to be held on August 30, 2016; and to authorize staff to fill vacancies as required.

5(e) Approve designated election precincts and polling locations for the 2016 Primary Election – Elections

Approve designated election precincts and polling locations for the August 30, 2016, Primary Election.

5(f) Appoint the position of Legal Assistant, a vacant budgeted position – County Attorney

Approve to appoint Yvette Echandt-Mott to the position of Legal Assistant, effective August 1, 2016, at an annual salary of \$29,596.32 (NE042, Step 2) a vacant, budgeted position.

5(g) Approve recommendation to the Arizona Department of Liquor Licenses & Control for Temporary Extension of Premises/Patio Permit application submitted by Jerry Wade Leath dba Blue Bar II, for the Start of Bikers Toy Run to Havasu City event on December 4, 2016 – Board of Supervisors

Recommend approval to the Arizona Department of Liquor Licenses & Control for Temporary Extension of Premises/Patio Permit application submitted by Jerry Wade Leath dba Blue Bar II, for the Start of Bikers Toy Run to Havasu City event on December 4, 2016.

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5(h) Approve to ratify correction of the 13th Amendment to the Revolving Credit Agreement with Wells Fargo Bank, NA – Treasurer

Approve to ratify correction of the 13th Amendment to the Revolving Credit Agreement with Wells Fargo Bank, NA.

SUPERVISOR WILSON MOVED to approve Consent Agenda Items #5(a) through #5(h). Motion seconded by Supervisor Clapperton, passed unanimously.

Chairman Irwin recessed the Board of Supervisors and convened the Jail District Board of Directors at 10:08 a.m.

CONSENT AGENDA (Discussion and possible action on the following items):

County Administrator Field presented for approval Jail Consent Agenda Items #6(a) through #6(c).

6(a) Approval of Jail District Payroll

Approve June 26, 2016, through July 9, 2016, gross payroll, as presented, in the amount of \$58,630.68 plus employer benefit contributions of \$13,015.61, for a total of \$71,646.29, including handwritten warrants.

6(b) Approval of Jail District Demands

Approve the Jail District demand as presented, for FY 2015/2016, in the amount of \$61,051.49, including handwritten warrants.

6(c) Appoint the position of Uncertified Detention Officer, a vacant budgeted position Sheriff (Replacement)

Appoint Brandon Jaramillo to the position of Uncertified Detention Officer, effective July 18, 2016, at a starting salary of \$31,378.46 (LO2, Step 1) for a vacant, budgeted position; requiring successful completion of an Arizona Detention Academy within one year; a six (6) month probationary period; and an additional six (6) month probation with the Sheriff's Office.

CHAIRMAN IRWIN MOVED to approve the Jail Consent Agenda Items #6(a) through #6(c). Motion seconded by Supervisor Clapperton, passed unanimously.

Approve FY 2016/2017 Tentative Jail District Budget

County Administrator Field stated that he worked together with Finance Director Mancuso on the Tentative Budget. He stated that the jail budget was “a hard nut to crack”, noting that federal inmates and the revenues associated with them were withdrawn from the County; and now come in and out only sporadically.

He discussed at length an Inmate Housing Proposal, recommended by the County Supervisors Association, to be presented to the Governor’s office seeking assistance in funding the County’s jail operations by housing low-level security prisoners typically housed in private prisons.

He added that approval of the proposal would guarantee five years of revenue with a certain number of beds; providing an assured revenue stream to stabilize the Jail budget.

County Administrator Field stated the Jail is a required facility expanded to house additional inmates, which initially brought in revenue over and above expenses.

A brief discussion ensued on the number of prisoners that would be needed on an annual basis to adequately fund the Jail. He stated the budget anticipates obtaining the additional bed funding.

The Jail District budget figures are as follows:

Total Revenues	\$3,510,499
Other Financing Sources	\$0
Total Available Resources	<u>\$3,510,499</u>
Jail Operations	\$3,288,361
Lease Purchase Payments	\$ 222,139
Total Expenditures	<u>\$3,510,499</u>

SUPERVISOR CLAPPERTON MOVED to approve the Tentative Jail District Budget for Fiscal Year 2016/2017, as presented by County Administrator Field. Motion seconded by Supervisor Wilson, passed unanimously.

Chairman Irwin recessed the Jail District Board of Directors and reconvened the Board of Supervisors at 10:24 a.m.

REGULAR AGENDA (Discussion and possible action on the following items):

Tax Roll Corrections - Assessor

Assessor Schuler presented for approval two (2) tax roll corrections for the net amount of -\$4,894.68 as follows:

#2008.TRC.487S1	-\$4,620.74	#2015.TRC487S4	-\$273.94
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SUPERVISOR WILSON MOVED to approve two (2) tax roll corrections as presented by Assessor Schuler, for the net amount of -\$4,894.68. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve revision of Tax Roll Corrections from the July 5, 2016, regular meeting – Assessor

Assessor Schuler requested approval of a revision to the tax roll corrections that were previously approved by the Board at their July 5, 2016, regular meeting. She stated that correction listed as #2015.TRC.486S8 was voided, leaving only four (4) corrections for a total of -\$1,952.52.

CHAIRMAN IRWIN MOVED to approve the revision of Tax Roll Corrections from the July 5, 2016, regular meeting, voiding #2015.TRC.486S8, for a revised total of -\$1,952.52. Motion seconded by Supervisor Wilson, passed unanimously.

Approve FY 2016/2017 Tentative La Paz County Budget – Board of Supervisors

Finance Director Mancuso presented the FY 2016/2017 Tentative La Paz County Budget for approval. He stated that he had been working closely with County Administrator Field and the Departments to “come up with the numbers”.

He stated that actual expenditures generally have been less than were budgeted; staying within the budgeted amounts, although he would like to get them down further. He stated that revenues will be about the same as the previous year.

He added there had been system issues with reconciling cash balances between the Finance Department and the Treasurer, and the numbers on the Tentative Budget are as accurate as possible; however, there will no doubt be revisions for the Final Budget.

General Fund	\$16,222,835
Special Revenue Funds Total	\$11,083,477
Enterprise Funds Available	<u>\$ 2,874,018</u>
TOTAL ALL FUNDS	\$30,180,330

He referred to the tax levy schedule, explaining that these figures are driven by constitution and statutory formulas. He added that these figures cannot increase more than 2% without a vote of the people.

He discussed at length the various schedules, noting that the judgement bonds do not show up on the budget. He explained those transactions are shown in the audits and the funds go directly to a Trustee at the State Treasurer's office, and do not pass through the "County coffers".

Finance Director Mancuso added that the refinancing of the judgement bonds closed recently on July 12, 2016, and saved the County almost \$9 million as well as cutting approximately a minimum of ten (10) years of payments. He stated that "things were really looking up" as far as the financing was concerned.

County Administrator Field noted a couple of areas on Schedule G where some of the entries were duplicated and the Excel cells formula needed to be corrected.

He added that this next year will have a lower expenditure limitation from the previous year at the amount of \$6,000 less.

Supervisor Wilson noted a few other locations in which there needed to be entries where they were blank.

Finance Director Mancuso commented that there will be other adjustments to the Tentative that will not be dramatic.

Supervisor Clapperton asked if there were any responses from the Tyler, Eagle, Visions programs on the recent compatibility problems the County has been experiencing.

County Administrator Field stated these programs were thought to have been straightened out last year; however, this year a "glitch" was noticed in the middle of budget preparation.

A brief discussion ensued on the program changes and costly updates needed over the years.

SUPERVISOR WILSON MOVED to approve FY 2016/2017 Tentative La Paz County Budget in the amount of \$30,180,330 million in revenue and expenditures. Motion seconded by Supervisor Clapperton.

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Approve to ratify U. S. Department of Transportation, Arizona Federal Lands Access Program, grant application to rehabilitate the Farmer’s Bridge in Cibola, Arizona; and authorize the Community Resource Director to submit the grant application electronically – Community Resources

Community Resource Manager MacFarland requested approval to ratify the U. S. Department of Transportation, Arizona Federal Lands Access Program grant application to rehabilitate the Farmer’s Bridge in Cibola in the amount of \$874,584.

He stated that the bridge had been rebuilt privately and then acquired by the County; and is “the only paved all-weather access to Cibola”. He stated that since two national recreation areas are located in Cibola, “half the Oxbow Bridge” and Cibola National Wildlife Refuge, the grant would be to improve public access to these areas.

He explained the recent expenditures related to the bridge may or may not be applied to the “match” required. He stated that a 5.7% cash contribution is required in the amount of approximately \$53,000, if the approximate \$130,000 recently spent on the engineering is not accepted as part of the match.

Supervisor Irwin stated that the County had previously gone out to bid for rehabilitation of the bridge; however, the cost was over \$700,000. She explained the grant gives the County an opportunity to accomplish this.

She asked if the matching funds were required “up front”.

Community Resource Manager MacFarland stated that a commitment for up to \$10,000 is required for the preliminary engineering just for consideration, which may or may not come off the match required.

A brief discussion ensued noting that the project is supported by the Bureau of Land Management and US Fish and Wildlife.

Supervisor Clapperton asked, since there were other “stakeholders” involved in the bridge, whether there could be some assistance with the matching amount required.

Community Resource Manager MacFarland explained at length that the response time for the project is a short time; however, if the matching information were known prior to now, it may have been possible to arrange for assistance in the funding from other entities. He added that assistance may be still be obtained by approaching Imperial County, where the other half of the bridge occupies, when the project is concluded.

Supervisor Irwin stated the County can also use Highway User Revenue Funds for the match required by the grant to alleviate any use of general fund revenue.

CHAIRMAN IRWIN MOVED to approve the ratification of the U. S. Department of Transportation, Arizona Federal Lands Access Program, grant application to rehabilitate the Farmer’s Bridge in Cibola, Arizona, in the amount of \$874,584 (with matching funds at approximately \$53,000, as presented by Community Resource Manager MacFarland); and authorize the Community Resource Manager to submit the grant application electronically. Motion seconded by Supervisor Wilson, passed unanimously.

Approve to re-advertise the Invitation for Bids on the Maintenance Contract Cibola and Lignin Concentrate for FY 2016/2017; both budgeted items – Public Works

Interim Public Works Director Simmons stated that no bids were received and requested Board approval to re-advertise Invitation for Bids on the Maintenance Contract for Cibola Roads and Lignin Concentrate for FY 2016/2017.

SUPERVISOR WILSON MOVED to approve re-advertisement for Invitation for Bids on the Maintenance Contract for Cibola Roads and Lignin Concentrate for FY 2016/2017, both budgeted items. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve award of the “Striping” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Striping” bid to low-bidder Precision Striping, Inc., of Scottsdale, Arizona, at \$.09 per linear foot; one of two bids received.

A detailed copy of the bids received were provided the Board in their packet of information.

SUPERVISOR WILSON MOVED to approve award of the FY 2016/2017 “Striping” bid to low-bidder Precision Striping, Inc., of Scottsdale, Arizona, as presented, a budgeted item. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve award of the “Oil” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Oil” bid to low-bidder, Cactus Transport, Inc., of Tolleson, Arizona; one of two bids received.

A detailed copy of the bids received were provided the Board in their packet of information.

CHAIRMAN IRWIN MOVED to approve award of the FY 2016/2017 “Oil” bid to low-bidder, Cactus Transport, Inc., of Tolleson, Arizona, as presented; a budgeted item. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve award of the “Type 3 Slurry Seal and Open Grade Slurry Seal” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Type 3 Slurry Seal and Open Grade Slurry Seal” bid to low-bidder T & C Seal Coating, Inc., of Avondale, Arizona, at \$1.16 per square yard for type 3 slurry seal and \$1.50 per square yard for open grade; one of two bids received.

A detailed copy of the bids received were provided the Board in their packet of information.

CHAIRMAN IRWIN MOVED to award the FY 2016/2017 “Type 3 Slurry Seal and Open Grade Slurry Seal” bid to low-bidder T & C Seal Coating, Inc., of Avondale, Arizona, as presented, a budgeted item. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve award of the “Concrete” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Concrete” bid to sole-bidder Mike’s Contracting, Inc., of Parker, Arizona, as presented.

He added that the bid included the delivery of mud, grating and labor in the price.

A detailed copy of the bid received was provided the Board in their packet of information.

SUPERVISOR WILSON MOVED to approve award of FY 2016/2017 “Concrete” bid to sole-bidder Mike’s Contracting, Inc., of Parker, Arizona, as presented. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve award of the “Tree Trimming and Brush Removal” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Tree Trimming and Brush Removal” to low-bidder Parker Tree Service of Parker, Arizona, at \$275 per hour; one of two bids received.

A detailed copy of the bids received were provided the Board in their packet of information.

Supervisor Clapperton questioned Public Works Director Simmons regarding an invoice received from the tree service dated in June 2016, in the amount of \$11,000, to remove “271 trees”. He added that expenditures exceeded \$86,900 for the fiscal year so far.

A brief discussion ensued, with Public Works Director Simmons acknowledging that tree removal was “expensive”. He added that the County’s insurance pool advised the conscientious trimming of trees and brush along a “line of sight” on roads because of lawsuits experienced out of neglect of tree trimming and brush removal.

CHAIRMAN IRWIN MOVED to approve award of the FY 2016/2017 “Tree Trimming and Brush Removal” to low-bidder Parker Tree Service of Parker, Arizona, as presented; a budgeted item. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve award of the “Vegetation Management” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Vegetation Management” bid to sole-bidder Desert Weed Control, Inc., of Goodyear, Arizona, as presented.

A detailed copy of the bid received was provided the Board in their packet of information.

Supervisor Clapperton noted that over \$111,000 was expended for weed control for FY 2015/2016; and asked Public Works Director Simmons to explain Highway User Revenue Funds (HURF), from which these expenditures are funded.

Public Works Director Simmons explained that HURF funds come from fuel taxes that are divided up between all the Counties. He stated that the formula used is based on population, giving advantage to Pima and Maricopa Counties. He felt that La Paz County received an unfair share in spite of all the diesel and gasoline sold in this area.

SUPERVISOR CLAPPERTON MOVED to approve award of the FY 2016/2017 “Vegetation Management” bid to sole-bidder Desert Weed Control, Inc., of Goodyear, Arizona, as presented; a budgeted item. Motion seconded by Supervisor Wilson, passed unanimously.

Approve award of the “Rental Trucks” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Rental Trucks” bid to sole-bidder Mike’s Contracting, Inc., of Parker, Arizona, as presented.

A detailed copy of the bid received was provided the Board in their packet of information.

SUPERVISOR WILSON MOVED to approve award of the FY 2016/2017 “Rental Trucks” bid to sole-bidder Mike’s Contracting, Inc., of Parker, Arizona, as presented; a budgeted item. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve award of the “Modified Asphalt Rubber” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Modified Asphalt Rubber” bid to CRAFCO, Inc., of Chandler, Arizona, and Superior Supply, Inc., of Phoenix, Arizona, as presented.

A detailed copy of the bids received were provided the Board in their packet of information.

He stated that CRAFCO, Inc., would provide the “poly patch” at \$.89 per pound; and Superior Supply, Inc., would supply the “type 3” at \$.70 per pound.

CHAIRMAN IRWIN MOVED to approve award of the FY 2016/2017 “Modified Asphalt Rubber” bid to CRAFCO, Inc., of Chandler, Arizona and Superior Supply, Inc., of Phoenix, Arizona, as presented; a budgeted item. Motion seconded by Supervisor Wilson, passed unanimously.

Approve award of the “Heavy Equipment Rental” bid – Public Works

Public Works Director Simmons requested approval to award the FY 2016/2017 “Heavy Equipment Rental” to three different bidders; Mike’s Contracting, Inc., of Parker, Arizona; Red Mountain Rentals, LLC of Chandler, Arizona; and Empire Southwest Machinery of Kingman, Arizona, as presented.

He stated that there were 50 types of equipment listed in the bids received. A detailed copy of the bids were provided the Board in their packet of information.

SUPERVISOR WILSON MOVED to approve award of the FY 2016/2017 “Heavy Equipment Rental” to Mike’s Contracting, Inc., of Parker, Arizona; Red Mountain Rentals, LLC of Chandler, Arizona; and Empire Southwest Machinery of Kingman, Arizona, as presented; a budgeted item. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve to authorize the County Attorney’s office, County Administrator and Community Development to act as instructed in the executive session held May 16, 2016; and to take such additional actions as may be required and appropriate to secure a suitable sanitary landfill transfer site; with reports of progress to be given to the Supervisors on a monthly basis – Board of Supervisors

Supervisor Wilson stated that this item was a follow-up to an executive session relating to a sanitary landfill transfer sight located upriver. He stated that he requested approval to authorize the County Attorney’s office, County Administrator and Community Development to act as instructed in the executive session held May 16, 2016; and to take such additional actions as may

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The following La Paz County demands were audited, approved and ordered paid by the La Paz County Board of Supervisors: #11123861, AHCCCS State Treasurer \$17,675.00; #11123867, APS #2,091.64; #11123871, AZLGEBT \$196,503.69; #11123872, Bankcard Center \$4,463.46; #11123873, Betty Hunter \$1,418.00; #11123892, Empire Southwest \$21,325.02; #11123894, Frontier \$9,384.82; #11123895, Gloria Eagle PA-C \$2,250.00; #11123896, Gloria Hernandez \$1,130.00; #11123913, La Paz County Treasurer \$5,757.36; #11123914, La Paz Regional Hospital \$3,621.24; #11123917, LR Anderson, LLC \$1,620.00; #11123919, Norwood Equipment, Inc. \$4,032.32; #11123921, Parker and Doors \$1,904.56; #11123925, Pioneer Landscaping Materials \$1,958.40; #11123926, Pitney Bowes \$4,041.26; #11123930, Quill \$1,086.26; #11123933, Redburn Tire Company \$5,372.51; #11123936, Schiff, Laurence M.D. \$2,775.00; #11123938, Shamrock Food \$1,340.88; #11123940, Simpson Norton Corp. \$1,942.38; #11123943, Sudden Link \$3,454.67; #11123945, Superior Supply \$4,658.94; #11123946, Sysco Food Service \$6,976.30; #11123951, Trak Engineering, Inc. \$5,329.00; #11123952, Verizon Wireless \$6,008.88; #11123954, Waxie Sanitary Supply \$1,401.36; #11123956, West Payment Center \$1,655.21; #11123958, Yuma County Juvenile \$1,280.00; #11123959, Sheriff's Office Uniform Allowance(s) (63 @ \$300 & 4 @ \$100) \$19,300.00; #11124026, A.L.E.R.T. \$1,585.14; #11124030, Ashworth Consulting, LLC \$3,300.00; #11124031, Atkins North America, Inc. \$14,796.73; #11124037, C & S Sweeping Services, Inc. \$3,210.00; #11124041, Claudia Luna \$1,353.03; #11124045, Dell Marketing L.P. \$1,635.49; #11124054, For the Record, Ltd. \$1,416.00; #11124062, Horizon Health & Wellness \$5,425.00; #11124074, Media World USA \$3,950.00; #11124075, Moore Medical \$1,085.24; #11124080, Parker Auto & Marine \$1,335.58; #11124089, Pocketec Inc. \$1,423.15; #11124091, Precision Striping, Inc. \$9,904.00; #11124094, Pts of America LLC \$1,210.00; #11124099, Radford, Michael \$5,846.52; #11124102, Regional Center For \$1,763.50; #11124106, Salvador Marinez \$1,288.00; #11124107, SCD \$1,018.00; #11124117, St. Mary's Food Bank Alliance \$1,874.83; #11124123, Supreme Court \$4,385.00; #11124126, The CIT Group/Commercial Serv. \$1,933.66; #11124130, Tyler Technologies \$3,402.51; #11124135, Welch, Fred \$4,163.75; #11124138, Westwood Pharmacy \$4,354.76; #11124140, Zumar Industries.