

Board of Supervisors
August 10, 2005
9:30 a.m.

The Board met in a Regular Meeting at the Santa Cruz County Complex, 2150 N. Congress Drive, Room #120, Nogales, AZ. Present: Robert Damon, Chairman; Manuel Ruiz, Vice-Chairman; John Maynard, Supervisor; Greg Lucero, County Manager; Holly Hawn, Attorney; Melinda Meek, Clerk of the Board. Also present: Jennifer St. John, John Hays, Ceasar Ramirez, Cynthia Rose, Jake Brown, Kathleen Vandervoet, Louie Chaboya, Sue Neilsen, Ruben F. Fuentes, Ramon Romo, Joy Largo, John Hall and Robert Canchola.

The Meeting was called to order and the Pledge of Allegiance was recited, led by Jake Brown.

ADOPTION OF AGENDA: Vice-Chairman Ruiz made a motion to adopt the Agenda as posted and to deviate from Agenda sequence as necessary; second by Supervisor Maynard; motion carried unanimously.

CALL TO THE PUBLIC: Cynthia Rose reminded the Board that no action has been taken since the Board's adoption of the Tubac Historic Zone Ordinance.

Jake Brown addressed the Board regarding past due taxes within Santa Cruz County and expressed concern regarding the inability to purchase CPs due to lack of staff in the Treasurer's Office. Mr. Brown requested that the Board take action on this issue.

The Board recessed the Regular Meeting to convene as the Flood Control District Board. (MR/JM; c.u.)

FLOOD CONTROL: AUTHORIZATION TO SIGN FORMS 424, 20-16 AND 20-20 TO MAKE APPLICATION FOR A GRANT OF \$1,000,000 FROM FEMA FOR NEW FLOOD INSURANCE STUDY AND DFIRM PRODUCTION: Floodplain Coordinator, John Hays, requested authorization from the Board to sign documents requested by the Federal Emergency Management Agency (FEMA) in order to continue with the process of obtaining a grant in the amount of \$1,000,000 for the purpose of updating the Flood Insurance Study and new mapping project; no match is required

Supervisor Maynard made a motion to authorize John Hays to sign FEMA Forms 424, 20-16 and 20-20 to make application for a grant of \$1,000,000 for a new Flood Insurance Study (FIS) and digital Flood Insurance Rate Map (DFIRM); second by Vice-Chairman Ruiz; motion carried unanimously.

The Board adjourned as the Flood Control District Board and reconvened the Regular Session. (MR/JM; c.u.)

REPORTS: BOARD OF SUPERVISORS: None

MANAGER: None

FINANCE: Administrative Services Department Director, Jennifer St. John, reported \$9,378,798 in the General Fund, of which \$8,663,918 is invested; \$1,192,150 in the Road Fund, of which \$1,016,398 is invested; \$799,023 in the Flood Control District Fund, of which \$585,675 is invested; \$12,440,480 total for all funds, of which \$12,427,779 is invested; \$9,278,798 estimated end of month balance, compared to \$7,446,074 cash at August 2004, a difference of \$1,832,724.

SHERIFF: Major Romo informed the Board that the Sheriff is in Mexico City from 8/10 – 8/13 as he was 1 of 4 individuals from the State of Arizona invited to participate in the Institute of Mexicans Living Abroad Conference in celebration of the 27th Informative Conference for Public Elected Officials and Legislators in the U.S.

Major Romo reported that the current jail population is 109, 98 males and 11 females; 22 inmates have been sentenced to the County jail and 6 to the AZ Department of Corrections; 103 have been charged with felonies and 6 with misdemeanors; 44 are undocumented aliens; 3 have been committed to the County jail on a weekly basis. 38 persons were booked in during the past week.

ACTION ITEMS:

RECORDS IMPROVEMENT GRANT AGREEMENT NO. CRI-06-100 FROM THE AZ CRIMINAL JUSTICE COMMISSION: Major Romo informed the Board that to date, the Sheriff's Office has received a total of approximately \$156,000 in funds under this grant for the automation and improvement of their records system; this year's grant award is \$8,025 and requires a local match of \$2,675 which will be paid from the Jail Enhancement or commissary fund. Major Romo requested approval to accept the funds.

Vice-Chairman Ruiz made a motion to approve; second by Supervisor Maynard; motion carried unanimously.

PAYMENT AGREEMENT BETWEEN TREASURER'S OFFICE AND TITLE COMPANIES FOR CONNECTION SERVICES: County Treasurer, Ceasar Ramirez, requested approval from the Board to enter into an agreement with title companies for computer access to the treasurer's data.

Attorney Hawn stated that the agreement is with 3 title companies, Southern Arizona Title, Land America and Title Guaranty of Arizona.

Supervisor Maynard made a motion to approve the payment agreement between the Treasurer's Office and Southern Arizona Title Insurance, Land America and Title Guaranty as presented by staff; second by Vice-Chairman Ruiz; motion carried unanimously.

IGA WITH COCHISE COUNTY COMMUNITY COLLEGE DISTRICT FOR COMMUNITY COLLEGE EDUCATIONAL SERVICES: County Manager, Greg Lucero, stated that the cost for services is approximately \$200,000 annually.

Vice-Chairman Ruiz made a motion to continue the IGA between Santa Cruz County and the Cochise County Community College District to provide educational services in the community; second by Supervisor Maynard; motion carried unanimously.

ADOPTION OF FISCAL YEAR 2005-2006 SANTA CRUZ COUNTY TAX RATES: Administrative Services Department Director, Jennifer St. John, stated that the County's primary tax rate remains unchanged at 3.3487, the State of AZ (Mandated Education Equalization) rate is 0.4358 for a total primary tax rate of 3.7845; the County's Secondary (Flood Control District) rate remains unchanged at

0.6115; Miss St. John reminded the Board that the County paid off the general obligation bonds for the construction of the County Complex 1 year early, thereby reducing the County's secondary tax by 0.3117.

County School Superintendent, Roberto Canchola, presented the School District Tax Rates for the Board's approval; Mr. Canchola stated that tax rate for the NUSD #1 increased 51¢ due to a recent budget override election, Patagonia Elementary #6 decreased 28¢, Patagonia Union High School decreased 24¢, Sonoita Elementary #25 decreased 16¢, Santa Cruz Elementary #28 decreased 16¢ and Santa Cruz Valley Unified #35 decreased 12¢.

Supervisor Maynard made a motion to approve; second by Vice-Chairman Ruiz; motion carried unanimously. School District Tax Rates on file in the Clerk of the Board's Office.

ADOPTION OF NEW ORGANIZATIONAL CHART: County Manager, Greg Lucero, presented the Board with a proposed new organizational chart which would create a new department called Commerce and Economic Development to oversee 2 divisions-economic development and community programs; currently, the majority of the community programs are services provided by Workforce Investment Act (WIA); Nils Urman, WIA Director, has been providing quality economic development services through WIA. Mr. Lucero proposed reclassifying Nils Urman, WIA Director, as the new Director of the Commerce and Economic Development Department and reclassifying the One-Stop Manager to the Deputy Director of the Department which will oversee the Community Outreach Division and Community Programs Division, to include WIA.

Mr. Lucero further proposed a one-stop shop process whereby an individual will go to only 1 counter to obtain all necessary permits to build; the current Public Works Department Right-of-Way Inspector will be reclassified as a Development Services Coordinator and the position will be relocated from Public Works to Community Development; the process will take approximately 6-12 months to implement.

Mr. Lucero proposed relocating Animal Control from reporting to him to Health & Human Services and Emergency Management from Administrative Services to Health & Human Services.

Vice-Chairman Ruiz made a motion to accept the recommendation of the Manager on the Organizational Chart as presented; second by Supervisor Maynard; motion carried unanimously.

Kathleen Vandervoet, reporter-Tubac Villager, asked why the creation of the new department was not correctly reflected on the Agenda; Attorney Hawn responded that the agenda item accurately reflects the issue discussed.

BOND FOR DUPLICATE WARRANT #2-198496, payable to Dennise Leon, dated 6/29/05 in the amount of \$150 was approved as submitted. (MR/JM; c.u.)

PERSONNEL: The Board waived the hiring freeze to fill a vacant Senior Secretary Position in the Finance Department. (MR/JM; c.u.)

REQUEST APPROVAL OF RECOMMENDATION FOR APPLICATIONS FOR LIQUOR LICENSES: The licenses having been duly posted and no objections received, Supervisor Maynard made a motion to recommend approval of the Applications for Liquor Licenses for The Grasslands and Cazuela Canela, Sonoita, AZ; second by Vice-Chairman Ruiz; motion carried unanimously.

Meeting adjourned at 10:20 a.m.

STUDY SESSION
2:00 p.m.

The Board met in a Study Session. Present: Robert Damon, Chairman; Manuel Ruiz, Vice-Chairman; John Maynard, Supervisor; Greg Lucero, County Manager; Holly Hawn, Attorney; Melinda Meek, Clerk of the Board. Also present: Jennifer St. John.

EARLY RETIREMENT OF DEBT: County Manager, Greg Lucero, explained that because the County has money in savings, he had requested that the Administrative Services Department Director outline the County's debt and cost for retirement of said debt. Administrative Services Department Director, Jennifer St. John, informed the Board that cost for retirement of total County debt would be \$1.4 million which would result in a savings of \$91,347; interest rates on current debt vary from 3.11% to 5.20%; she and Mr. Lucero recommended retiring all debt with the exception of the landfill equipment.

Supervisor Maynard suggested paying off everything with an interest rate over 5%, keeping everything else in reserve for savings and continue to carry all debt with an interest rate under 4.72%.

Staff will place this issue on a future Agenda for Board approval.

Study Session adjourned at 2:21 p.m.

Melinda Meek
Clerk of the Board

Robert Damon
Chairman

Board of Supervisors
August 17, 2005
9:30 a.m.

The Board met in a Regular Meeting at the Santa Cruz County Complex, 2150 N. Congress Drive, Room #120, Nogales, AZ. Present: Manuel Ruiz, Vice-Chairman; John Maynard, Supervisor; Greg Lucero, County Manager; Holly Hawn, Attorney; Melinda Meek, Clerk of the Board. Chairman Robert Damon, not present. Also present: Jennifer St. John, Victor Gabilondo, Sheriff Estrada, Cynthia Rose, Gary Rose, Kathleen Vandervoet, Felipe Fuentes, Jr., Pablo Ramos, Lucy Bigelow.

The Meeting was called to order and the Pledge of Allegiance was recited, led by Sheriff Estrada.

ADOPTION OF AGENDA: Supervisor Maynard made a motion to adopt the Agenda as presented and to deviate from Agenda sequence as necessary; second by Vice-Chairman Ruiz; motion carried.

CALL TO THE PUBLIC: County Assessor, Felipe Fuentes, Jr., thanked Carlos Rivera, Jennifer St. John and Greg Lucero for the assistance of the summer students that worked in his office.

REPORTS: BOARD OF SUPERVISORS: Supervisor Maynard reported that he and the County Manager met with the Patagonia Library Committee last week to discuss the library district; he held a Town Hall Meeting in Tubac to discuss the proposed landscape treatment for the flags at the entrance of Tubac, he thanked Victor Gabilondo for attending and answering questions; on Friday, he attended a Youth & Family Coalition Meeting in Patagonia.

Vice-Chairman Ruiz commended and thanked Louie Chaboya, Emergency Management Director, and his staff for the professional manner in which they handled the recent train derailment incident.

MANAGER: County Manager, Greg Lucero, reported that he and Attorney Hawn met with officials from the City of Nogales regarding the City/County Intergovernmental Agreements; he attended the County Manager's Meeting last week.

FINANCE: Administrative Services Department Director, Jennifer St. John, reported \$9,510,582 in the General Fund, of which \$8,663,918 is invested; \$1,221,439 in the Road Fund, of which \$1,016,398 is invested; \$800,821 in the Flood Control District Fund, of which \$585,675 is invested; \$12,694,601 total for all funds, of which \$12,427,779 is invested; \$9,486,632 estimated end of month balance, compared to \$7,446,074 cash at August 2004, a difference of \$2,040,558.

SHERIFF: Sheriff Estrada reported that the current jail population is 110, 101 males and 9 females; 24 inmates have been sentenced to the County jail and 5 to the AZ Department of Corrections; 104 have been charged with felonies and 6 with misdemeanors; 55 (50%) are undocumented aliens; 2 have been committed to the County jail on a weekly basis. 72 persons were booked in during the past week.

Sheriff Estrada further reported the drowning of a 14-year old boy from Nogales, Sonora at the Pena Blanca Lake; the Search & Rescue Team was dispatched on Sunday to Amado at the Santa Cruz River and Montosa to assist an individual attempting to cross the river in a sedan; on Saturday, over 400 pounds of marijuana were confiscated from a vehicle stopped at Pilot on Ruby Road, after receiving a consent search to search a Rio Rico residence, an additional 200 pounds were confiscated; the Governor will be in Santa Cruz County on Friday to address the Declaration of a State of Emergency for border counties.

ACTION ITEMS:

RESOLUTION #2005-21 AMENDING RESOLUTION #2005-15 RELATED TO THE FORMATION OF THE SANTA CRUZ COUNTY JAIL DISTRICT: Attorney Hawn explained that the Board adopted Resolution #2005-15 on 6/10/05 calling for the Jail District Election; the amendment limits the excise tax for a period of 25 years, it includes a specific finding regarding the juvenile detention facilities and extends the time in which individuals can submit arguments for and against to be included in the publicity pamphlet.

Supervisor Maynard made a motion to approve Resolution #2005-21; second by Vice-Chairman Ruiz; motion carried. Resolution on file in the Clerk of the Board's Office.

PERSONNEL: The Board waived the hiring freeze to fill the following vacant positions: Equipment Operator, Senior Court Clerk (Clerk of the Superior Court), Accounting Specialist (County School Superintendent) and to table the position of Superintendent of Roads. (JM/MR; carried)

IMPLEMENTATION PLAN TO ADDRESS RIGHT OF WAY ENCROACHMENT VIOLATIONS FOR TUBAC, AZ: Public Works Director, Victor Gabilondo, requested that the Board adopt the Implementation Plan and allow the Public Works Department to implement the plan.

Supervisor Maynard made a motion to approve; second by Vice-Chairman Ruiz; motion carried.

PURCHASE OF NEW VEHICLE: Supervisor Maynard made a motion to authorize the County Assessor's Office to purchase a new vehicle (Jeep Cherokee); second by Vice-Chairman Ruiz; motion carried.

APPROVAL TO RETIRE DEBT: Administrative Services Department Director, Jennifer St. John, provided the Board with a list of County debt and payoff amounts; she stated that the payoff amount for all 9 debts would be \$1.4 million and would result in a savings of \$91,000; staff recommends paying off 6 of the 9 debts, leaving the landfill equipment lease purchases outstanding while the City and County negotiate the landfill intergovernmental agreement, which would result in a payoff of \$920,000 and a savings of \$67,000

Supervisor Maynard thanked Miss St. John and staff, Mr. Lucero and other County departments for their efforts in being fiscally conservative.

Supervisor Maynard made a motion to approve the retirement of debt of 6 of the 9 items, excluding the landfill items; second by Vice-Chairman Ruiz; motion carried.

PURCHASE OF NEW VEHICLE: Supervisor Maynard made a motion to authorize the purchase of a vehicle through a State Contract in a budgeted amount not to exceed \$22,000 for the Building Department; second by Vice-Chairman Ruiz; motion carried.

TAX VALUATION ADJUSTMENT #0380018-01-1 PUC-DFS-SPV LP, Property Tax Department, Resolution No. M20040900009 was approved as submitted by the County Assessor's Office. (JM/MR; c.u.)

MONTHLY REPORTS were approved as submitted. (JM/MR; carried)

MINUTES of 7/6/05 and 7/13/05 were approved as submitted. (JM/MR; carried)

DEMANDS were approved in the total amount of \$335,047.71 of which \$173,950.08 is from the General Fund. (MR/JM; carried) Details of these expenditures are available for inspection during working hours and are to be considered part of these minutes. **General Fund:** \$173,950.08; **Clerk of Superior Court Retrieval:** \$2,195.00; **Bad Check Collection:** \$1,500.00; **Citizen Corps/Cert Grant:** \$1,064.75; **LEPC Grant FY2001-2002:** \$1,824.65; **School Forest Fees Fund:** \$1,045.95; **Early Learn-Learning Together:** \$11,213.88 **Carol M White-Phys Ed Grant:** \$1,379.37; **Road:** \$39,783.83; **Animal Control:** \$4,559.47; **Anti-Racketeering #2:** \$2,609.09; **HIDTA 13:** \$1,089.48; **Jail Enhancement:**

\$2,738.77; **Bio-Terrorism Grant:** \$7,853.26; **LETPP South Regional Swat:** \$10,994.60; **Flood District:** \$8,073.41; **Flood Reserve:** \$2,390.93; **Cultural Youth At Risk:** \$7,252.46; **W.I.A. Youth Program:** \$6,551.25; **W.I.A. Adult:** 9,280.43; **W.I.A. Dislocated Worker:** \$7,153.80; **Phase 1-Apron Design:** \$5,900.00; **Robert Damon Park:** \$2,000.00; **Landfill:** \$14,424.32

To review these demands for this date, refer to Binder #13 which accompanies this book
Meeting adjourned at 10:05 a.m. (JM/MR; carried)

Melinda Meek
Clerk of the Board

Robert Damon
Chairman

Board of Supervisors
August 24, 2005
9:30 a.m.

The Board met in a Regular Meeting at the Santa Cruz County Complex, 2150 N. Congress Drive, Room #120, Nogales, AZ. Present: Robert Damon, Chairman; Manuel Ruiz, Vice-Chairman; John Maynard, Supervisor; Greg Lucero, County Manager; Holly Hawn, Attorney; Melinda Meek, Clerk of the Board. Also present: Jennifer St. John, Sheriff Estrada, Terry Sprause, Amy McCoy, Bruce Pheneger, John F. Ford, Ruben F. Fuentes, Jeff Gudenkauf.

The Meeting was called to order and the Pledge of Allegiance was recited, led by Jeff Gudenkauf.

ADOPTION OF AGENDA: County Manager, Greg Lucero, informed the Board that the applicant involved in one of the Public Hearings and Action Item #6 (Resolution #2005-19 amending the County Comprehensive Plan from J.T. Bunn and Company {Case No. CP-05-01}) has withdrawn the application for a major plan amendment.

Vice-Chairman Ruiz made a motion to adopt the Agenda as posted, noting the withdrawal as mentioned by the County Manager and to deviate from Agenda sequence as necessary; second by Supervisor Maynard; motion carried unanimously.

CALL TO THE PUBLIC: Terry Sprause, University of Arizona, addressed the Board regarding the Sonoran Institute.

Bruce Pheneger thanked Supervisor Maynard for responding to requests for clean up assistance in areas of Tubac and Sheriff Estrada for arranging juvenile probationers to perform the clean up.

REPORTS: BOARD OF SUPERVISORS: Supervisor Maynard reported that he was in Phoenix last week attending the Small Counties Forum and CSA Meetings; he worked with SEAGO Staff members in Mexico extending invitations to officials of 9 communities to attend a Conference in Rio Rico in October.

MANAGER: County Manager, Greg Lucero, reminded the Board that staffers from Senator Kyl's office will meet with them and other elected officials in a Study Session at 10:00 a.m. on Friday.

FINANCE: Administrative Services Department Director, Jennifer St. John, reported \$9,051,003 in the General Fund, of which \$8,663,918 is invested; \$1,408,758 in the Road Fund, of which \$1,016,398 is invested; \$780,794 in the Flood Control District fund, of which \$585,675 is invested; \$13,572,965 total for all funds, of which \$12,427,779 is invested; \$9,546,003 estimated end of month balance, compared to \$7,446,074 cash at August 2004, a difference of \$2,099,929.

SHERIFF: Sheriff Estrada reported that the current jail population is 111, 101 males and 10 females; 27 inmates have been sentenced to the County jail and 6 to the AZ Department of Corrections; 103 have been charged with felonies and 8 with misdemeanors; 57 (51%) are undocumented aliens; 5 have been committed to the County jail on a weekly basis. 56 persons were booked in during the past week. Sheriff Estrada further reported that the jail population over the weekend was 125.

ACTION ITEMS:

APPOINTMENT TO BOARD OF ADJUSTMENT, DISTRICT #3: Supervisor Maynard made a motion to appoint Arturo Vasquez to the Board of Adjustment, District #3; second by Vice-Chairman Ruiz; motion carried unanimously.

RESOLUTION #2005-22: Attorney Hawn informed the Board that appointment of a Chief Fiscal Officer to establish and administer juvenile probation funds is required by state law and that Frank Corrales, Court Administrator, has carried out these duties in the past; she requested that Mr. Corrales be appointed.

Supervisor Maynard made a motion to approve; second by Vice-Chairman Ruiz; motion carried unanimously. Resolution on file in the Clerk of the Board's Office.

PERSONNEL: The Board waived the hiring freeze to fill a vacant Deputy Sheriff position. (MR/JM; c.u.)

APPROVAL OF STANDARD SOFTWARE LICENSE AND SERVICES AGREEMENT WITH NEW WORLD SYSTEMS FOR A NEW ACCOUNTING AND TREASURER'S COMPUTER SYSTEM: Administrative Services Department Director, Jennifer St. John, informed the Board that County staff has researched accounting and treasurer systems for the past 2 years in conjunction with 2 other counties; all have agreed that New World Systems would best serve the counties needs; Cochise & Navajo Counties have already implemented the system; the County's current system is over 32 years old and was written in a language prior to MS DOS; the new system will include general ledger, payroll, human resources, assets management, purchasing, grant management and project management modules; total cost of the proposal is \$341,700 (including a constituency tracking program) in one-time costs and a 1st year annual maintenance fee of \$30,720; currently the County is paying approximately \$55-60,000 annually in maintenance fees; staff is applying for grants to fund the project.

Vice-Chairman Ruiz made a motion to approve the Standard Software License and Services Agreement with New World System for the new accounting and treasurer's computer system and to allow

County Manager, Greg Lucero, to sign all documents necessary to execute the agreement; second by Supervisor Maynard; motion carried unanimously.

The Board recessed the Regular Meeting to convene in Executive Session (contemplated litigation and possible settlement discussions with Donde, Inc. regarding right of way encroachments) at 10:00 a.m., reconvened at 10:20 a.m., recessed at 10:20 a.m. and reconvened at 1:30 p.m., as outlined on the Agenda. (MR/RD; carried)

Present: Robert Damon, Chairman; Manuel Ruiz, Vice-Chairman; John Maynard, Supervisor; Greg Lucero, County Manager; Holly Hawn and Mike Masee, Attorneys; Melinda Meek, Clerk of the Board. Also present: Mary Dahl, Pete & Sharon Jardine, Bonnie Long, Betty & Bill Van Dusen, Leila Pearsall, Rich & Nancy Bohman, Sandei Jackson.

PUBLIC HEARING: MAJOR AMENDMENTS TO THE COUNTY COMPREHENSIVE PLAN – CASE NO. CP-05-02 (WLB GROUP): Community Development Department Director, Mary Dahl, stated that this application requests the reclassification of 1,787 acres in the Kino Springs area from Ranch 40, Ranch, Low-Density Residential and Local Services to a combination of Preservation, Ranch, Low-Density Residential and High-Density Residential; on 6/30/05 the Planning & Zoning commission voted 5 to 3 to recommend approval of this amendment and staff concurs; the amendment does not propose any additional residential units than what were included in the 2000 Master Rezoning.

Public Comment: None

The Board adjourned the Public Hearing and reconvened the Regular Meeting. (JM/MR; c.u.)

ACTION ITEMS CONTINUED:

RESOLUTION #2005-20: Vice-Chairman Ruiz made a motion to approve Resolution #2005-20 approving the WLB Group Amendment to the 2004 Comprehensive Plan (Case No. CP-05-02); second by Supervisor Maynard; motion carried unanimously. Resolution on file in the Clerk of the Board's Office.

Meeting adjourned at 1:40 p.m.

Melinda Meek
Clerk of the Board

Robert Damon
Chairman