

**BOARD OF SUPERVISORS MINUTES  
GILA COUNTY, ARIZONA**

Date: February 10, 2009

**SHIRLEY L. DAWSON**

Chairman

**STEVEN L. BESICH**

Clerk of the Board

**TOMMIE C. MARTIN**

Vice-Chairman

By: Marilyn Brewer  
Deputy Clerk

**MICHAEL A. PASTOR**

Member

Gila County Courthouse  
Globe, Arizona

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PRESENT: Shirley L. Dawson, Chairman; Tommie C. Martin, Vice-Chairman (via telephone conferencing); Michael A. Pastor, Member; Steve Besich, County Manager/Clerk; Marian Sheppard, Chief Deputy Clerk; and, Bryan Chambers, Chief Deputy County Attorney.

**Item 1 – Call to Order – Pledge of Allegiance – Invocation**

The Gila County Board of Supervisors met in Regular Session at 10:00 a.m. this date. Supervisor Pastor led the Pledge of Allegiance and Dixie Mundy delivered the Invocation.

**Item 2 - Public Hearing – Information/Discussion/Action to adopt Resolution No. 09-02-01 approving Planning and Zoning Department Case No. CUP-08-06, a conditional use permit request which pertains to Assessor’s tax parcel number 301-34-007A that was submitted by property owner Kimberly Teri-Savage to expand a bed and breakfast establishment located in Pine, AZ, from 3 bedrooms to 5 bedrooms. (Bob Gould)**

Bob Gould, Community Development Division Director, stated that a conditional use permit was issued to the owner to operate this bed and breakfast establishment in February 2007. There have been no complaints regarding the operation since that time. A couple of complaint letters have now been submitted as the result of a misunderstanding by the surrounding property owners who believed that this request was for the addition of 5 more bedrooms for a total of 8 bedrooms. That would not be allowed in a single family residential district and the request is actually for an increase from 3 bedrooms to a total of 5. The zoning on this property is R1-D12 (Residential One with a density of 12,000 square feet) and the surrounding zoning is R1 (Residential One) with the exception of one side that is R1-70 (Residential One with a density of 70,000 square feet) zoning. The Planning and Zoning Commission held a hearing on January 15, 2009, and recommended approval

to the Board of Supervisors with the following conditions: 1) Building permits shall be obtained and the conversion of the garage into habitable rooms shall be inspected and approved by the Building Department. He explained that there were some prior building code violations (building without permits) so those must be cleared up prior to the start of this project. 2) Sanitary facilities for the habitable 'garage' rooms shall be designed, constructed and approved by the Wastewater Department prior to the start of this project. 3) After the above 2 conditions have been met, the three bedroom B & B lodging use can be increased to a maximum of 5 bedrooms; however, the following requirements shall continue to be in effect. 4) The maximum duration of stay of any one guest shall be ten (10) days. 5) All parking must be accommodated on site. 6) All meals or snacks provided to guests shall be served in a common dining area. 7) Any applicable State and County Health Department regulations shall be complied with and all required permits must be obtained and remain valid so long as the use is in operation. 8) Violations of any of the 7 conditions shall be grounds for suspension or revocation of this conditional use permit. 9) Applicant is required to live on the premises. Mr. Gould noted that no one was present today representing the applicant. Upon inquiry from Supervisor Pastor, Mr. Gould stated that the garage, which is near completion, is being converted into living quarters for the applicant and the sanitary facilities will be used for the garage and the 2 additional bedrooms. Chairman Dawson opened the public hearing and asked for public comments; none were offered. Chairman Dawson closed the public hearing and entertained a motion. Upon motion by Supervisor Pastor, seconded by Vice-Chairman Martin, the Board unanimously adopted Resolution No. 09-02-01 approving Planning and Zoning Department Case No. CUP-08-06, a conditional use permit request which pertains to Assessor's tax parcel number 301-34-007A that was submitted by property owner Kimberly Teri-Savage to expand a bed and breakfast establishment located in Pine, AZ, from 3 bedrooms to 5 bedrooms. **(A copy of the Resolution is permanently on file in the Board of Supervisors' Office.)**

### **Item 3 - Information/Discussion with regard to additional County offices in Payson.**

Steve Stratton, Public Works Division Director, stated that the County was originally down to deciding between 3 properties for additional county office space in Payson; however, 2 additional locations were submitted for consideration. The Main Street Grill conditions changed regarding the amount of useable footage and east of Fargo's Restaurant there are two buildings on Highway 260, which is one parcel of land with 2 buildings. On Friday Mr. Stratton and staff reviewed both of those properties. An e-mail was issued to the owners of the 5 properties that the County is now considering and requested that all final offers for each property be submitted by tomorrow (February 11, 2009) at 5:00 p.m. and that if the County did not receive any further offers, the offer in hand would be considered their best and final offer. Mr. Stratton and staff will start reviewing those proposals and putting together

a recommendation for the Board meeting on February 17<sup>th</sup>. Upon inquiry by Supervisor Pastor, Mr. Chambers advised that any offers that were previously received can be used as a final offer. No action was taken by the Board.

**Item 4 – CONSENT AGENDA ACTION ITEMS:**

- A. Approval of an Intergovernmental Agreement between the Arizona Department of Public Safety (DPS) and the Sheriff’s Office whereby the Sheriff’s Office will provide one or more officers for the purpose of enforcing Arizona’s DUI statutes during joint DPS sponsored, federally funded overtime details. Either party may terminate this Agreement upon 30 days written notice.**
  
- B. Approval of Amendment No. 1 to Contract no. DE080007-8-A1 between Gila County GEST (Gila Employment and Special Training) Program and ADES/RSA/VR (Arizona Dept. of Economic Security/Rehabilitation Services Administration/Vocational Rehabilitation) which extends the contract term to February 28, 2010, and revises the Special Terms and Conditions section. David Caddell, GEST Program Manager, will execute said Amendment electronically through the DES Spirit System.**
  
- C. Approval of Amendment No. 1 to an Intergovernmental Agreement (Contract No. DE091083) between the Gila County Health and Community Services Division and ADES to increase the contract amount from \$6,573 to \$13,834, which is Gila County REPAC’s (Re-employment Placement and Assistance Center) share of Workforce Investment Act Title V incentive funds.**
  
- D. Approval of a request submitted by the Gila County 4H Program to use the Fairgrounds Exhibit Hall for the Gila County 4-H Horse Show on June 20, 2009, with a waiver of fees.**
  
- E. Approval of a request submitted by the Gila County 4H Program to use the Fairgrounds Exhibit Hall for Gila County 4-H Community Club meetings on February 11, 2009, April 8, 2009, June 17, 2009, and August 12, 2009, with a waiver of fees.**
  
- F. Approval of a request submitted by the Gila County 4H Program to use the Fairgrounds Exhibit Hall for the Gila County 4-H Demonstration Day and Judging Day on August 1, 2009, with a waiver of fees.**
  
- G. Approval of an Application for an Acquisition of Control and Agent Change whereby the agent for a liquor license issued to Creekside Steakhouse and Tavern in Payson is being changed from Manuel G. Bettencourt to Cindy L. Fitch.**

**H. Approval of the December 23, 2008, BOS meeting minutes.**

**I. Approval of the December 2008 monthly departmental activity report submitted by the Clerk of the Superior Court and the January 2009 monthly departmental activity report submitted by the Globe Regional Constable.**

**J. Approval of personnel reports/actions for the week of February 10, 2009.**

Departure from County Service:

1. Linda Shirley – Clerk of Superior Court – Account Clerk Specialist – 03-17-07 – General Fund – DOH – 01-16-07 - Project Complete

Departmental Transfer:

2. Vicki Pena – From Recorder – To Health and Community Services – From Recorder Clerk Senior – To Community Health Assistant – 02-02-09 – From General Fund – To 82% WIC Fund - 18% General Fund

End Probationary Period:

3. Linda Lemon – Clerk of Superior Court – Courtroom Clerk – 01-19-09 – General Fund

**SHERIFF’S PERSONNEL ACTION ITEMS**

Hire to County Service:

4. Carl Melford – Sheriff’s Office/Globe – Detention Officer – 02-09-09 – General Fund – Replacing Caleb Hale

Position Review:

5. Diana Ortiz – Sheriff’s Office/Globe – Dispatcher 911 – 01-28-09 – Reassignment

**K. Approval of finance reports/demands/transfers for the week of February 10, 2009. (separate handout)**

\$1,635,162.49 was disbursed for County expenses by check numbers 215393 through 215560. **(An itemized list of disbursements is permanently on file in the Board of Supervisors’ Office.)**

Upon motion by Vice-Chairman Martin, seconded by Supervisor Pastor, the Board unanimously approved Consent Agenda action items 4A-4K.

**Item 5 - At any time during this meeting pursuant to A.R.S. §38-31.02(K), members of the Board of Supervisors and the Chief Administrator may present a brief summary of current events. No action may be taken on issues presented.**

Each Board member and Mr. Besich presented information on current events.

At 10:39 a.m., Chairman Dawson recessed the meeting until 1:30 p.m. for a work session.

## **WORK SESSION**

### **Item 6 - Discussion of the Gila County strategic planning process.**

Chairman Dawson stated that 4 years ago the Board began discussions on the need for a strategic plan and trying to get a concrete direction for the County to move in has been a real frustration to her. She reminded the Board about the County facilities committee which stated that the number 1 concern of Gila County should be new jail facilities because if something happens in those facilities in Globe or Payson, the rest of Gila County's budget will be spent addressing that issue. Now with the downturn in the economy, the need is even worse, especially in light of proposals by the State Legislature to decrease State costs by removing prisoners from State facilities and placing them in the county jails. The Board desires to have good functioning offices throughout the County, but it must first take care of the crisis of the jails and that is why she keeps pushing for a strategic plan for the entire County. Berthan DeNero, Personnel Director, has been working on a strategic plan for the Community Development Division and will now work with the Board on a County-wide strategic plan. Ms. DeNero gave a PowerPoint presentation to explain the process for developing the strategic plan. She began with an "ice breaker," in which the Board participated. Topics covered in Ms. DeNero's presentation included common differences; consultation; and strategic planning in which she emphasized that far more important than the strategic plan document is the strategic planning process itself. The strategic plan section consisted of the following areas: definition; determinations as to where an organization is going over the next year or more, how it is going to get there and how it will know if it got there or not; focus; and perspective, models and approaches, which was broken down into either goal-based or issue-based. Ms. DeNero emphasized that typically the organization's strategic planners already know much of what will go into a strategic plan; however, development of the strategic plan greatly helps to clarify the organization's plans and ensure that key leaders are all "on the same page." She explained the development portion of the strategic plan, which included the nature of the organization's leadership; the culture of the organization; the complexity of the organization's environment; the size of the organization; and the expertise of the planners, etc. To get ready for strategic planning, an organization must first assess if it is ready. There are a number of issues that must be addressed in assessing readiness; however, it comes down to whether or not the leaders are truly committed to the effort, and whether they are able to devote the necessary attention to the "big picture." To begin the process Ms. DeNero will meet individually with each supervisor. She reviewed with the Board its need to answer the reflective questions of who, what, when, where, why and how, and what each of those areas involves. Ms. DeNero concluded her presentation by reviewing the deliverables, which

includes the following: target, timing, deciding on the model of goal based or issue based, being on the same page, commitment, completion of the package of reflective material, type of organization, management/leadership and a time line. The Board discussed the period of time for the strategic plan to cover and Ms. DeNero stated that the typical options are now 1, 2 or 4 years because the days of 5-10 year strategic planning are no longer applicable due to things changing so quickly. The basic strategic plan would be completed and then the Board could continue to add to it. Mr. Besich added that it's hard to put a plan together when the County is subject to many changes that it has no control over such as State legislative mandates to the counties, forest fires and floods. His goals for the County have always been to provide the best service, retain the County's employees, which are its most valuable resource, and in turn compensate them fairly, keep the morale up and keep them motivated. He believes these are the issues the Board has to deal with by supporting the organization and employees first. Operating expenses and how they are being held down were also discussed and Mr. Besich noted that Gila County is very unique because it is basically running 2 counties and there really isn't a way to alleviate those double costs. Vice-Chairman Martin stated that she believes there are some definite agreements that the Board needs to make as to how it's going to operate and that the timing is very important. Because of all the pending issues in regard to the federal economic stimulus plan, budgeting, daily monitoring of legislative sessions, fire season, etc., she would prefer that the present time be spent in preparation for the strategic planning with more intensive work to be done in the summer months when more time can be devoted to it. Supervisor Pastor agreed that the timing is important and the strategic planning would be a long process; however, he did not want to drag the planning sessions out and he prefers shorter sessions at occasional meetings and by July the Board could have a good foundation for moving along. Chairman Dawson stressed what she believes is a need for the other elected officials, department heads and management to have monthly or quarterly meetings with the Board to ensure everyone is working together and is included in the process. Mr. Besich advised that the Board's calendar is being revised to add dates for tentative budget approval, etc. and that the Board should consider if the last meeting of each month should be set aside for work sessions and one day a month for strategic planning. Chairman Dawson stated that a strategic planning work session was being scheduled in the afternoon on next week's agenda. Discussion was also held on funding for the jail crisis issues and addressing that in the strategic plan. Vice-Chairman Martin explained to the Board about the 4 avenues for requesting federal funds that could possibly be used for the jail issues as follows: through the stimulus funds, appropriations, authorizations and earmarks. Jim Eskew, Sheriff's Office Detention Commander, spoke about the jail issues and that construction of a new jail, from the planning process to the construction process, could employ 500 people. Once the jail is completed, there would also be a need for new employees on a permanent basis. He has also been working on a plan for months to keep the existing facility and use it to house inmates for the U.S.

Marshall and Federal Bureau of Prisoners. The Department of Corrections guaranteed Mr. Eskew that he could fill that facility and generate \$1-2 million of income per year. That facility would also create new employment opportunities. He felt that part of the equation should not be overlooked. Each Board member assured Mr. Eskew that they are all individually and as a Board doing everything they can to secure funding from any source for a new jail and that his efforts are appreciated. Supervisor Pastor initiated discussion on the importance of getting the stimulus project list completed, approved and submitted to the appropriate people within the next 3 weeks because the deadline is approaching. Vice-Chairman Martin suggested that at next week's meeting, she would like to update the Board on the stimulus project list and present a combined list in a spreadsheet format that she has had staff working to complete and what has been presented to the County's lobbyist in Washington DC. Chairman Dawson stated to Vice-Chairman Martin that she is telling the Board what the format is and what has been submitted; however, the Board has never approved anything. Mr. Besich recommended that the item not be placed as a work session item, but rather a regular agenda item for consideration by the Board. No action was taken by the Board on this agenda item.

There being no further business to come before the Board of Supervisors, Chairman Dawson adjourned the meeting at 3:06 p.m.

**APPROVED:**

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Shirley L. Dawson, Chairman

**ATTEST:**

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Steven L. Besich, County Manager/Clerk