

# Board of Supervisors

**Ann English**  
Chairman  
District 2

**Richard R. Searle**  
Vice-Chairman  
District 3

**Patrick G. Call**  
Supervisor  
District 1



**Michael J. Ortega**  
County Administrator

**James E. Vlahovich**  
Deputy County Administrator

Clerk of the Board

**AGENDA FOR REGULAR BOARD MEETING**  
**Tuesday, June 25, 2013 at 10:00 AM**  
BOARD OF SUPERVISORS HEARING ROOM  
1415 MELODY LANE, BUILDING G, BISBEE, AZ 85603

**ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION**

**PLEDGE OF ALLEGIANCE**

**THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING**

**ROLL CALL**

*Members of the Cochise County Board of Supervisors will attend either in person or by telephone, video or internet conferencing.*

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*Note that some attachments may be updated after the agenda is published. This means that some presentation materials displayed at the Board meeting may differ slightly from the attached version.*

## **CALL TO THE PUBLIC**

*This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda.*

## **CONSENT**

### **Board of Supervisors**

1. Appoint Mr. Jim Vlahovich, Deputy County Administrator, as interim Clerk of the Board effective as of June 25, 2013.
2. Approve an agreement for conditional gift with the Warne Family Foundation for a bronze sculpture, to be displayed in the Board of Supervisors' Office lobby, depicting the miner Geoge Warren, whose likeness appears on the Great Seal of the State of Arizona and which honors the role that mining played in the development and continuing progress of Arizona.
3. Approve the Minutes of the regular meeting of the Board of Supervisors of June 11, 2013.

4. Approve the appointments of the following persons as Precinct Committee person for the Republican Party of Cochise County: Precinct #02 BE J-Six, Peter A. Wangsness; Precinct #24 St. David, Donald L. Buchanan; and Precinct #32 SV Country Club, Marie Wagner.

### **Community Development**

5. Approve the renewal of Contract No. IFB 11-51-HFP-04 for Guardrail Repair and Replacement for the Community Development Highway and Floodplain Division to Brown and White, Inc, in the estimated amount of \$250,000 for the period of August 1, 2013 through July 31, 2014.
6. Approve the renewal of Contract No. IFB 10-66-HFP-04 for CRS-2 and CRS-2P Emulsified Asphalt products for the Community Development Highway and Floodplain Division to Western Emulsions, Inc.
7. Approve the award of Invitation for Bids (IFB) No. 13-39-HFP-04 for High and Low Volume Chips for the Community Development Highway and Floodplain Division to various Contractors in the estimated aggregate amount of \$400,000 for the period of July 1, 2013 through June 30, 2014.
8. Approve the award of Invitation for Bids (IFB) No. 13-40-HFP-04 for Crushed Aggregate Base Material and Riprap for the Community Development Highway and Floodplain Division to various Contractors in the estimated aggregate amount of \$100,000 for the period of July 1, 2013 through June 30, 2014.

### **County Attorney**

9. Approve the proposed settlement of the Tax Appeal in Om Benson, Inc. v. Cochise County, TX2012-000713 (Assessor parcel Nos. 123-47-204, 124-47-205, and 123-47-206), now pending in Arizona Tax Court, a division of the Superior Court of and for Maricopa County.

### **County Sheriff**

10. Approve the Cooperative Service Agreement Reimbursable, Agreement No: 13-73-04-0228-RA, between Cochise County and United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (WS), effective July 1, 2013.
11. Approve the renewal of Contract No. 10-53-SHF-03 for Food Service for Jail & Juvenile Facilities for the Sheriff and Juvenile Detention with Aramark Correctional Services in the estimated amount \$465,000 from July 1, 2013 through June 30, 2014.

### **Finance**

12. Approve demands and budget amendments for operating transfers.

### **Health**

13. Approve Amendment #6 to IGA #YH07-0007-04 between Cochise County and AHCCCS for detention inmate inpatient medical care, extending the contract for the period of 1/1/13 – 12/1/14.

## **Indigent Defense**

14. Approve the award of Request for Qualifications (RFQ) No. 13-06-IDC-01 to Nancy Bourke, ESQ., to provide Indigent Defense Services for class 6 through 2 felony cases and delinquency cases.

## **Juvenile Probation**

15. Adopt Resolution 13-19 to approve fiscal year 2013-14 Family Counseling Funding as provided by the Arizona Supreme Court, Administrative Office of the Courts (AOC), Juvenile Justice Services Division (JJSD), and the required \$4,033 matching funds as budgeted in the general fund budget submitted by Juvenile Court Services.

## **Workforce Development**

16. Approve Title IB Adult, Youth, and Dislocated Worker PY13/FY14 contract between Cochise County and the Arizona Department of Economic Security for the Workforce Investment Act (WIA) Service Delivery Area from April 1, 2013 to June 30, 2015.
17. Approve Amendment #11 to Title IB Adult, Youth, and Dislocated Worker contract DE111004001 between Cochise County and the Arizona Department of Economic Security for the Workforce Investment Act (WIA) Service Delivery Area from April 1, 2010 to August 31, 2015.

## ***PUBLIC HEARINGS***

### **Community Development**

18. Adopt Ordinance 045-13 approving the establishment of a Building Code Advisory and Appeals Board, Docket R-13-05 with the by-laws attached.
19. Adopt Resolution 13-18 authorizing qualified professional services registrants to self-certify compliance with county building and related codes with an applicant's approval, thereby establishing a Registrant Self-Certification Policy, Docket R-13-06, resulting in a waiver of plan review fees.

### **Health**

20. Adopt Resolution 13-15 to establish a new fee schedule for Tuberculosis (TB) Testing Services provided by Cochise Health & Social Services for testing, education, screening and treatment of clients with cases of tuberculosis, effective on and after July 26, 2013.

## ***ACTION***

### **Community Development**

21. Approve Extension of Assurance Agreement for the completion of the Rancho Arizona Subdivision improvements, Docket S-03-02, to July 6, 2016, per the request of developers James W. Sandlin and Terry L. Russell.
22. Approve Resolution 13-16 authorizing the abandonment of the Winwood Addition to Bisbee Subdivision, per the request of owner Freeport McMoran, Incorporated.

23. Approve Right-of-Way Encroachment License Agreement with Kings Ranch at Coronado Home Owners Association, Inc. as described herein.

### **County Sheriff**

24. Approve the award of Request for Proposals (RFP) No. 13-32-SHF-03 to Keefe Commissary Network for Inmate Commissary Services for the Sheriff's Office for the period of July 1, 2013 through June 30, 2014.

### **Facilities**

25. Adopt Resolution 13-17 authorizing application for a Cooperative Watershed Management Grant from the Federal Bureau of Reclamation in the amount of \$50,000 with no match required.

### **STATE & FEDERAL LEGISLATION**

26. Discussion and possible action regarding state and federal legislative matters, including but not limited to the items in the attached County Supervisors Association Legislative Policy Committee Agenda and the proposed State budget.

### **REPORT BY MICHAEL J. ORTEGA, COUNTY ADMINISTRATOR -- RECENT AND PENDING COUNTY MATTERS**

### **SUMMARY OF CURRENT EVENTS**

**Report by District 1 Supervisor, Patrick Call**

**Report by District 2 Supervisor, Ann English**

**Report by District 3 Supervisor, Richard Searle**

Pursuant to the Americans with Disabilities Act (ADA), Cochise County does not, by reason of a disability, exclude from participation in or deny benefits or services, programs or activities or discriminate against any qualified person with a disability. Inquiries regarding compliance with ADA provisions, accessibility or accommodations can be directed to Chris Mullinax, Safety/Loss Control Analyst at (520) 432-9720, FAX (520) 432-9716, TDD (520) 432-8360, 1415 Melody Lane, Building F, Bisbee, Arizona 85603.

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**Cochise County - 1415 Melody Lane, Building G - Bisbee, Arizona 85603**  
**(520) 432-9200 - Fax (520) 432-5016 - Email: [board@cochise.az.gov](mailto:board@cochise.az.gov)**  
**[www.cochise.az.gov](http://www.cochise.az.gov)**

**"PUBLIC PROGRAMS, PERSONAL SERVICE"**

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Appoint Jim Vlahovich as Interim Clerk of the Board

**Submitted By:** Arlethe Rios, Board of Supervisors

**Department:** Board of Supervisors

**Presentation:** No A/V Presentation

**Document Signatures:**

**NAME of PRESENTER:** n/a

**Mandated Function?:**

**Recommendation:**

**# of ORIGINALS**

**Submitted for Signature:**

**TITLE of PRESENTER:** n/a

**Source of Mandate or Basis for Support?:**

**Information**

**Agenda Item Text:**

Appoint Mr. Jim Vlahovich, Deputy County Administrator, as interim Clerk of the Board effective as of June 25, 2013.

**Background:**

Ms. Katie Howard, Clerk of the Board, retired as of May 3, 2013 and her position has been vacant. Appointing Mr. Vlahovich will temporarily fill the vacancy.

**Department's Next Steps (if approved):**

n/a

**Impact of NOT Approving/Alternatives:**

n/a

**To BOS Staff: Document Disposition/Follow-Up:**

n/a

## Board of Supervisors

## Regular Board of Supervisors Meeting

Meeting Date: 06/25/2013

Agreement for Conditional Gift from Warne Family

Submitted By: Arlethe Rios, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

NAME of PRESENTER: n/a

Mandated Function?:

Recommendation:

# of ORIGINALS

Submitted for Signature:

TITLE of PRESENTER: n/a

Source of Mandate or Basis for Support?:

## Information

**Agenda Item Text:**

Approve an agreement for conditional gift with the Warne Family Foundation for a bronze sculpture, to be displayed in the Board of Supervisors' Office lobby, depicting the miner Geoge Warren, whose likeness appears on the Great Seal of the State of Arizona and which honors the role that mining played in the development and continuing progress of Arizona.

**Background:**

The Warne Family Foundation commissioned sculptor Don Cox to develop two bronze figures fashioned from the photo of George Warren originally used to depict the miner included on the Great Seal of Arizona. The Foundation would like to present this to the people of Cochise county and has selected the Board of Supervisors' Office lobby for citizens to enjoy.

**Department's Next Steps (if approved):**

Hold a ceremony to accept the bronze figure on a future date.

**Impact of NOT Approving/Alternatives:**

The County will not be able to formally accept and display the bronze figure.

**To BOS Staff: Document Disposition/Follow-Up:**

Send a copy of the signed agreement to Mr. James E. Warne Jr., 5500 Dromedary Road, Phoenix, Arizona, 85018.

## Attachments

Background Information

Agreement

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Minutes

**Submitted By:** Arlethe Rios, Board of Supervisors

**Department:** Board of Supervisors

**Presentation:** No A/V Presentation

**Document Signatures:**

**NAME of PRESENTER:** n/a

**Mandated Function?:**

**Recommendation:**

**# of ORIGINALS**

**Submitted for Signature:**

**TITLE of PRESENTER:** n/a

**Source of Mandate or Basis for Support?:**

**Information**

**Agenda Item Text:**

Approve the Minutes of the regular meeting of the Board of Supervisors of June 11, 2013.

**Background:**

Minutes

**Department's Next Steps (if approved):**

Signed minutes routed for processing and posted on the internet.

**Impact of NOT Approving/Alternatives:**

n/a

**To BOS Staff: Document Disposition/Follow-Up:**

Send to the Recorder's Office for microfiche purposes.

**Attachments**

Minutes

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Republican Precinct Committee Member

**Submitted By:** Arlethe Rios, Board of Supervisors

**Department:** Board of Supervisors

**Presentation:** No A/V Presentation

**Document Signatures:**

**Recommendation:**

**# of ORIGINALS**

**Submitted for Signature:**

**NAME** n/a

**TITLE** n/a

**of PRESENTER:**

**of PRESENTER:**

**Mandated Function?:**

**Source of Mandate  
or Basis for Support?:**

**Information**

**Agenda Item Text:**

Approve the appointments of the following persons as Precinct Committee person for the Republican Party of Cochise County: Precinct #02 BE J-Six, Peter A. Wangsness; Precinct #24 St. David, Donald L. Buchanan; and Precinct #32 SV Country Club, Marie Wagner.

**Background:**

Requested by the Cochise County Republican Committee and verified as eligible by the County Elections department.

**Department's Next Steps (if approved):**

Send letters to those approved with copies to Elections and to the Cochise County Republican Party.

**Impact of NOT Approving/Alternatives:**

Vacancies will exist in these positions.

**To BOS Staff: Document Disposition/Follow-Up:**

Send letters to committee members.

**Attachments**

Verification

## Community Development

## Regular Board of Supervisors Meeting

Meeting Date: 06/25/2013

Contract Renewal - Guardrail Repair &amp; Replacement

Submitted By: Dave Seward, Procurement

Department: Procurement

Presentation: No A/V Presentation

Recommendation: Approve

Document Signatures: BOS Signature NOT Required

# of ORIGINALS 0

Submitted for Signature:

NAME of PRESENTER: N/A

TITLE of PRESENTER: N/A

Mandated Function?: Federal or State Mandate

Source of Mandate or Basis for Support?:

Docket Number (If applicable):

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Information

## Agenda Item Text:

Approve the renewal of Contract No. IFB 11-51-HFP-04 for Guardrail Repair and Replacement for the Community Development Highway and Floodplain Division to Brown and White, Inc, in the estimated amount of \$250,000 for the period of August 1, 2013 through July 31, 2014.

## Background:

This will be the second renewal of Contract No. IFB 11-51-HFP-04 approved by the Board of Supervisors on July 10, 2011. Brown and White Inc. have agreed to hold their pricing firm for the contract renewal period.

## Department's Next Steps (if approved):

Process purchase orders and monitor contract performance.

## Impact of NOT Approving/Alternatives:

Procurement would be required to obtain quotes every time there was a requirement for guardrail repair and replacement resulting in higher prices and additional workload for both the Procurement and Highway and Floodplain Division.

## To BOS Staff: Document Disposition/Follow-Up:

No Action Required.

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Fiscal Impact

## Fiscal Year:

One-time Fixed Costs? (\$\$\$):

Ongoing Costs? (\$\$\$):

County Match Required? (\$\$\$):

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):

Source of Funding?:

Fiscal Impact &amp; Funding Sources (if known):

The Highway and Floodplain Division has budgeted for this expenditure in the FY 2013-14 annual work plan in fund lines 261-4010-9-421.900.

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## **Attachments**

Contract Renewal

## Community Development

## Regular Board of Supervisors Meeting

Meeting Date: 06/25/2013

Contract Renewal - Emulsified Asphalt Products

Submitted By: Dave Seward, Procurement

Department: Procurement

Presentation: No A/V Presentation

Recommendation: Approve

Document Signatures: BOS Signature NOT Required

# of ORIGINALS 0

Submitted for Signature:

NAME of PRESENTER: N/A

TITLE of PRESENTER: N/A

Mandated Function?: Federal or State Mandate

Source of Mandate or Basis for Support?:

Docket Number (If applicable):

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Information

## Agenda Item Text:

Approve the renewal of Contract No. IFB 10-66-HFP-04 for CRS-2 and CRS-2P Emulsified Asphalt products for the Community Development Highway and Floodplain Division to Western Emulsions, Inc.

## Background:

This will be the third renewal of Contract No. IFB 10-66-HFP-04 approved by the Board of Supervisors on August 17, 2010. Western Emulsions, Inc. has agreed to hold their pricing firm for the contract renewal period.

## Department's Next Steps (if approved):

Process purchase orders and monitor contract performance.

## Impact of NOT Approving/Alternatives:

Procurement would be required to obtain quotes every time there was a requirement for guardrail repair and replacement resulting in higher prices and additional workload for both the Procurement and Highway and Floodplain Division.

## To BOS Staff: Document Disposition/Follow-Up:

No action required.

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Fiscal Impact

## Fiscal Year:

One-time Fixed Costs? (\$\$\$):

Ongoing Costs? (\$\$\$):

County Match Required? (\$\$\$):

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):

Source of Funding?:

Fiscal Impact &amp; Funding Sources (if known):

The Highway and Floodplain Division has budgeted for this expenditure in the FY 2013-14 annual work plan in fund lines 251-4010/4040-9-413.700.

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### **Attachments**

Renewal Contract

## Community Development

## Regular Board of Supervisors Meeting

Meeting Date: 06/25/2013

Contract Award High &amp; Low Volume Chips

Submitted By: Dave Seward, Procurement

Department: Procurement

Presentation: No A/V Presentation

Recommendation: Approve

Document Signatures: BOS Signature NOT Required

# of ORIGINALS 0

Submitted for Signature:

NAME of PRESENTER: N/A

TITLE of PRESENTER: N/A

Mandated Function?: Federal or State Mandate

Source of Mandate or Basis for Support?:

Docket Number (If applicable):

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Information

## Agenda Item Text:

Approve the award of Invitation for Bids (IFB) No. 13-39-HFP-04 for High and Low Volume Chips for the Community Development Highway and Floodplain Division to various Contractors in the estimated aggregate amount of \$400,000 for the period of July 1, 2013 through June 30, 2014.

## Background:

IFB 13-39-HFP-04 was released on May 8, 2013. The bid was advertised in the Arizona Range News on May 15 and 22, 2013 and posted on the County website. Bid notices were mailed to 23 vendors. Seven bids were received prior to the bid closing date and time of June 6, 2013 at 4:00 p.m. A bid tabulation is attached. The Contractors that are being recommended for award are as follows:

Tombstone Gold &amp; Silver, Inc.

AGE Contracting, Inc.

Maddux and Sons, Inc.

Willcox Rock and Sand, Inc.

Individual orders are awarded to a Contractor based on the following criteria:

1. Lowest price based on material and the negotiated delivery at the time of order.
2. Availability of material in relationship to the project location.
3. Whether material is to be delivered or picked up by the County.

## Department's Next Steps (if approved):

Execute Contracts. Process purchase orders as required. Monitor performance of contracts.

## Impact of NOT Approving/Alternatives:

Procurement would be required to obtain quotes every time there is a need for chips, which would result in possibly higher prices, and additional workload for both the Procurement and Highway and Floodplain Division.

To BOS Staff: Document Disposition/Follow-Up:

No action required.

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**Fiscal Impact**

**Fiscal Year:**

**One-time Fixed Costs? (\$\$\$):**

**Ongoing Costs? (\$\$\$):**

**County Match Required? (\$\$\$):**

**A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):**

**Source of Funding?:**

**Fiscal Impact & Funding Sources (if known):**

The Highway and Floodplain Division has budgeted sufficiently for this expenditure in the FY 2013-14 budget in fund line 251-4010-9-413.700.

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**Attachments**

Bid Tabulation

## Community Development

**Regular Board of Supervisors Meeting****Meeting Date:** 06/25/2013

Contract Award - Crushed Aggregate &amp; Rip Rap

**Submitted By:** Dave Seward, Procurement**Department:** Procurement**Presentation:****Document Signatures:****NAME****of PRESENTER:****Mandated Function?:****Docket Number (If applicable):****Recommendation:****# of ORIGINALS** 0**Submitted for Signature:****TITLE****of PRESENTER:****Source of Mandate  
or Basis for Support?:****Docket Number (If applicable):****Information****Agenda Item Text:**

Approve the award of Invitation for Bids (IFB) No. 13-40-HFP-04 for Crushed Aggregate Base Material and Riprap for the Community Development Highway and Floodplain Division to various Contractors in the estimated aggregate amount of \$100,000 for the period of July 1, 2013 through June 30, 2014.

**Background:**

IFB 13-40-HFP-04 was released on May 8, 2013. The bid was advertised in the Arizona Range News on May 15 and 22, 2013 and posted on the County website. Bid notices were mailed to 23 vendors. Nine bids were received prior to the bid closing date and time of June 6, 2013 at 4:00 p.m. A bid tabulation is attached. The Contractors that are being recommended for award are as follows:

Tombstone Gold &amp; Silver, Inc.

Maddux and Sons, Inc.

Willcox Rock and Sand, Inc.

Klump Materials

Texas Canyon Rock &amp; Sand

Empire Homes, Inc.

Individual orders are awarded to a Contractor based on the following criteria:

1. Lowest price based on material and the negotiated delivery at the time of order.
2. Availability of material in relationship to the project location.

**Department's Next Steps (if approved):**

Execute Contracts. Process purchase orders as required. Monitor performance of contracts.

**Impact of NOT Approving/Alternatives:**

Procurement would be required to obtain quotes every time there is a need for chips, which would result in possibly higher prices, and additional workload for both the Procurement and Highway and Floodplain Division.

**To BOS Staff: Document Disposition/Follow-Up:**

No Action required.

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**Fiscal Impact**

**Fiscal Year:**

**One-time Fixed Costs? (\$\$\$):**

**Ongoing Costs? (\$\$\$):**

**County Match Required? (\$\$\$):**

**A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):**

**Source of Funding?:**

**Fiscal Impact & Funding Sources (if known):**

The Highway and Floodplain Division has budgeted sufficiently for this expenditure in the FY 2013-14 budget as follows:

Fund Line 251-4010-9-413.700 - \$50,000 – Crushed Aggregate

Fund Line 261-4110-9-421.900 - \$50,000 – Rip Rap

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**Attachments**

Bid Tabulation

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Approve Proposed Settlement of a Tax Appeal

**Submitted By:** Annette Weems, County Attorney

**Department:** County Attorney

**Presentation:** No A/V Presentation

**Recommendation:** Approve

**Document Signatures:** BOS Signature NOT Required

**# of ORIGINALS** 0

**Submitted for Signature:**

**NAME** N/A

**TITLE** N/A

**of PRESENTER:**

**of PRESENTER:**

**Docket Number (If applicable):**

**Mandated Function?:** Not Mandated

**Source of Mandate  
or Basis for Support?:**

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**Information**

**Agenda Item Text:**

Approve the proposed settlement of the Tax Appeal in Om Benson, Inc. v. Cochise County, TX2012-000713 (Assessor parcel Nos. 123-47-204, 124-47-205, and 123-47-206), now pending in Arizona Tax Court, a division of the Superior Court of and for Maricopa County.

**Background:**

Taxpayer filed a civil action in Arizona Tax Court asking for a reduction in combined assessed value from \$3,892,919 to an amount to be determined at trial for tax years 2012 and 2013. After inspecting the property, reviewing the taxpayer's documentation and other market factors/comparables, the Assessor agrees that the property assessment for tax years 2012 and 2013 should be lowered, and so recommended a settlement offer that lowers the combined full cash value to \$2,500,000. The taxpayer accepted the settlement offer.

Fiscal Impact & Funding Sources: Not applicable, no funding sources are required. Fiscal impact will be a slight reduction in the tax base.

**Department's Next Steps (if approved):**

Upon approval by the Board, Counsel for the County will sign a Stipulation for entry of Judgment that has already been signed by the taxpayer, and will submit a form of Judgment to the Arizona Tax Court disposing of this matter pursuant to the settlement terms.

**Impact of NOT Approving/Alternatives:**

Additional litigation for the County, with the risk that the Arizona Tax Court would rule in the taxpayer's favor, reducing the assessed value of the subject property and subjecting the County to paying the Plaintiff's fees and expenses.

**To BOS Staff: Document Disposition/Follow-Up:**

Advise County Attorney's Office - Civil Division upon Board's approval.

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**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Cooperative Service Agreement with Wildlife Services

**Submitted By:** Mark Genz, County Sheriff

**Department:** County Sheriff

**Presentation:** No A/V Presentation

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS** 3

**Submitted for Signature:**

**NAME** N/A

**TITLE** N/A

**of PRESENTER:**

**of PRESENTER:**

**Docket Number (If applicable):**

**Mandated Function?:** Not Mandated

**Source of Mandate  
or Basis for Support?:**

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**Information**

**Agenda Item Text:**

Approve the Cooperative Service Agreement Reimbursable, Agreement No: 13-73-04-0228-RA, between Cochise County and United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (WS), effective July 1, 2013.

**Background:**

This agreement is an annual event between Cochise County and the USDA Animal and Plant Health Inspection Service, Wildlife Services. This agreement provides for a Wildlife Specialist to be assigned to Cochise County to manage damage caused by wild and feral animals to livestock, agriculture commodities, and the public health. The Wildlife Specialist also works with Sheriff's Office Animal Control Officers. The financial contract was previously approved on 040913. This agreement runs for a maximum of five (5) years with the financial contracts being renewed on a yearly basis.

This agreement has been reviewed and approved as to form by Ms. Terry Bannon, Deputy County Attorney.

**Department's Next Steps (if approved):**

If approved the Sheriff's Office will continue the working relationship with the USDA Wildlife Specialist to address disease and predatory mitigation in the County.

**Impact of NOT Approving/Alternatives:**

If not funded, the County will no longer have a Wildlife Specialist assigned to the County, thus leaving no mechanism in place to address predator control, such as coyotes taking livestock, and disease control, such as rabies outbreaks in the skunk population. If this agreement is not approved, it is very likely that the County will be unable to obtain an agreement for these services again in the near future.

**To BOS Staff: Document Disposition/Follow-Up:**

Please return three (3) original copies to the Sheriff's Office so they can be forwarded to the USDA.

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**Attachments**

Agreement



**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Renewal of Contract for Jail & Juvenile Food Service

**Submitted By:** Dave Seward, Procurement

**Department:** Procurement

**Presentation:** No A/V Presentation

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS** 2

**Submitted for Signature:**

**NAME** N/A

**TITLE** N/A

**of PRESENTER:**

**of PRESENTER:**

**Mandated Function?:** Federal or State Mandate

**Source of Mandate  
or Basis for Support?:**

**Docket Number (If applicable):**

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**Information**

**Agenda Item Text:**

Approve the renewal of Contract No. 10-53-SHF-03 for Food Service for Jail & Juvenile Facilities for the Sheriff and Juvenile Detention with Aramark Correctional Services in the estimated amount \$465,000 from July 1, 2013 through June 30, 2014.

**Background:**

This is the third renewal of Contract No. 10-53-SHF-03 approved by the Board of Supervisors on June 15, 2010. The terms and conditions of the original solicitation allow for this contract to be renewed for a period of up to four (4) successive one-year periods. The Sheriff's Office and Juvenile Detention Department are satisfied with the services provided by Aramark and are in agreement that the price increase requested for the contract renewal period is reasonable and justified. Aramark has requested a price increase of .187 cents per meal served at the jail. For juvenile facilities Aramark requested a .141 cent increase per meal served at the facility. Snack prices for juveniles will remain the same. The increase in price per meal costs is a direct result of declining inmate/juvenile detainee populations.

**Department's Next Steps (if approved):**

Execute contract and monitor contract performance.

**Impact of NOT Approving/Alternatives:**

An alternative solution would be needed to feed jail and juvenile detainees such as performing this service with county staff.

**To BOS Staff: Document Disposition/Follow-Up:**

Procurement will hand carry contracts to the Clerk of the Board.

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**Fiscal Impact**

**Fiscal Year:**

**One-time Fixed Costs? (\$\$\$):**

**Ongoing Costs? (\$\$\$):**

**County Match Required? (\$\$\$):**

**A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):**

**Source of Funding?:**

**Fiscal Impact & Funding Sources (if known):**

The Sheriff anticipates expenditures of \$370,000 in FY 2012-13 and has budgeted \$378,000 in FY 2013-14 for these expenditures in fund line #100-3000-3300-431.110. Juvenile Detention anticipates expenditures of \$97,400 in FY 2012-13 and has budgeted \$95,000 for these expenditures in FY 2013-14 in fund line 100-1200-1220-431.110.

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### **Attachments**

Contract

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Demands

**Submitted By:** Arlethe Rios, Board of Supervisors

**Department:** Board of Supervisors

**Presentation:** No A/V Presentation

**Document Signatures:**

**NAME** n/a  
**of PRESENTER:**

**Mandated Function?:**

**Recommendation:**

**# of ORIGINALS**

**Submitted for Signature:**

**TITLE** n/a  
**of PRESENTER:**

**Source of Mandate  
or Basis for Support?:**

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**Information**

**Agenda Item Text:**

Approve demands and budget amendments for operating transfers.

**Background:**

Auditor-General's requirement for Board of Supervisors to approve.

**Department's Next Steps (if approved):**

Return to Finance after BOS approval.

**Impact of NOT Approving/Alternatives:**

Board of Supervisors will not be in compliance with State law.

**To BOS Staff: Document Disposition/Follow-Up:**

Return to Finance after BOS approval.

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**Regular Board of Supervisors Meeting****Meeting Date:** 06/25/2013

IGA# YH07-0007-04, AHCCCS Detention Inmate Inpatient Medical Care, Amendment #6

**Submitted By:** Jennifer Steiger, Health & Social Services**Department:** Health & Social Services**Presentation:** No A/V Presentation**Recommendation:** Approve**Document Signatures:** BOS Signature NOT Required**# of ORIGINALS** 0**Submitted for Signature:****NAME of PRESENTER:** n/a**TITLE of PRESENTER:** n/a**Docket Number (If applicable):****Mandated Function?:** Not Mandated**Source of Mandate or Basis for Support?:****Information****Agenda Item Text:**

Approve Amendment #6 to IGA #YH07-0007-04 between Cochise County and AHCCCS for detention inmate inpatient medical care, extending the contract for the period of 1/1/13 – 12/1/14.

**Background:**

In January 2007, Cochise County entered into an IGA with AHCCCS to enable the county to tap AHCCCS funds for jail inmates who are (i) AHCCCS-eligible and (ii) require inpatient medical treatment. There are two changes in this amendment, as follows:

1. Extend contract to 12/31/14.
2. Reduce per claim processing fee from \$242 to \$140 based on projected patient volumes.

**Department's Next Steps (if approved):**

Your approval is respectfully requested.

**Impact of NOT Approving/Alternatives:**

Not approving this IGA renewal could materially boost detainee medical expenses paid by the county general fund.

**To BOS Staff: Document Disposition/Follow-Up:**

BOS signature is not required. A fully executed copy will be sent to the Clerk of the Board for filing purposes.

**Attachments**

AHCCCS IGA YH07-007-04 Amend 6

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Award of Request for Qualifications for Indigent Defense Attorneys

**Submitted By:** Dave Seward, Procurement

**Department:** Procurement

**Presentation:** No A/V Presentation

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS** 2

**Submitted for Signature:**

**NAME** N/A

**TITLE** N/A

**of PRESENTER:**

**of PRESENTER:**

**Mandated Function?:** Federal or State Mandate

**Source of Mandate  
or Basis for Support?:**

**Docket Number (If applicable):**

---

**Information**

**Agenda Item Text:**

Approve the award of Request for Qualifications (RFQ) No. 13-06-IDC-01 to Nancy Bourke, ESQ., to provide Indigent Defense Services for class 6 through 2 felony cases and delinquency cases.

**Background:**

Background: On June 26, 2012 the Board of Supervisors approved RFQ No. 11-02-CAO-01 adopting a qualified list of Attorneys to provide Indigent Defense Services. RFQ No. 13-06-IDC-01 was created and released in an effort to add more attorneys to the qualified list, specifically for felony, dependency, severance, delinquency, and misdemeanor cases.

The solicitation was posted on the County website and advertised in the Arizona Range News from March 27 & April 3, 2013. The solicitation was posted on the Arizona Attorney Career Center website for 30 days beginning March 29, 2012 and court appointed attorneys from Pima County's list of approved attorneys were also notified. Two (2) statements of qualifications were received prior to the RFQ closing date of May 7, 2013 at 4:00 p.m. Adele Drumlevitch, who is currently under contract for probation revocation, misdemeanor and dependency/severance cases, requested being added to the qualified list for delinquency cases and Nancy Bourke, currently under contract for misdemeanor cases, requested being added to the qualified list for felony, delinquency, and dependency/severance cases. She also requested being added for appeals and rule 32 cases and title 36 cases; however, the RFQ was not requesting a response for these classes of cases.

An evaluation panel consisting of representatives from the Indigent Defense Department, Procurement Department and a Consultant evaluated the statements of qualifications received. As a result of the evaluation process the evaluation committee is recommending that Nancy Bourke be awarded a contract to provide Indigent Defense Services for class 6 through 2 felony cases and delinquency cases. Nancy was awarded a contract for misdemeanor cases under RFQ No. 11-02-CAO-01.

The contract will be valid for one (1) year with an option to extend on a year to year basis at the County's discretion for a maximum of four additional one-year periods.

**Department's Next Steps (if approved):**

Execute contract. Assign work on a rotation basis. Monitor contract performance.

**Impact of NOT Approving/Alternatives:**

IDC will not have enough contract attorneys to draw from the qualified list and will have to hire court appointed attorneys off contract.

**To BOS Staff: Document Disposition/Follow-Up:**

Procurement will deliver two signed copies of the contract to the Clerk of the Board.

---

**Fiscal Impact**

**Fiscal Year:**

**One-time Fixed Costs? (\$\$\$):**

**Ongoing Costs? (\$\$\$):**

**County Match Required? (\$\$\$):**

**A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):**

**Source of Funding?:**

**Fiscal Impact & Funding Sources (if known):**

Based on FY12/13 expenses, IDC has budgeted \$577,000 for this expenditure: \$348,500 in fund line 100-1310-9-432.320, Adult Indigent Defense, and \$228,500 in fund line 100-1310-9-432.310, Juvenile Indigent Defense.

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**Attachments**

Contract

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

FY 2014 Family Counseling

**Submitted By:** Denise Caraballo, Juvenile Probation

**Department:** Juvenile Probation

**Presentation:** No A/V Presentation

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS** 2

**Submitted for Signature:**

**NAME of PRESENTER:** Denise A. Caraballo

**TITLE of PRESENTER:** Probation Services Division Director

**Mandated Function?:** Not Mandated

**Source of Mandate or Basis for Support?:**

**REMINDER:** You will use this Agenda Item template if your item involves a Grant (whether a new or renewal grant). You also must attach the Grant Approval Form to the item before Finance will approve it. Select the SPECIAL LINKS on your left-hand menu and Click on "Grant Approval Form". Then complete the form, save it and attach it to your item (on the Attachments tab).

**Information**

**Agenda Item Text:**

Adopt Resolution 13-19 to approve fiscal year 2013-14 Family Counseling Funding as provided by the Arizona Supreme Court, Administrative Office of the Courts (AOC), Juvenile Justice Services Division (JJSD), and the required \$4,033 matching funds as budgeted in the general fund budget submitted by Juvenile Court Services.

**Background:**

Family Counseling funding provides counseling for moderate to high risk juveniles and their families who may not otherwise receive services, thus improving the family dynamic and the community at large. This funding is provided annually with a required match of 25% from the county.

**Department's Next Steps (if approved):**

Forward documents to Arizona Supreme Court (AOC, JJSD) for processing to receive funds.

**Impact of NOT Approving/Alternatives:**

No Family Counseling funding for services to provide counseling for moderate to high risk juveniles and their families.

**To BOS Staff: Document Disposition/Follow-Up:**

Please call Tracey Rocco at 432-7523 for document pick-up.

**Fiscal Impact**

**Fiscal Year:** 2014

**One-time Fixed Costs? (\$\$\$):** -0-  
**Ongoing Costs? (\$\$\$):** -0-  
**County Match Required? (\$\$\$):** \$4,033  
**A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):**  
**Source of Funding?:** Family Counseling

**Fiscal Impact & Funding Sources (if known):**

Annual funding requiring a 25% match from County. Included in FY 2014 budget as submitted by Juvenile Court Services.

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**Attachments**

Family Counseling

**Workforce Development****Regular Board of Supervisors Meeting****Meeting Date:** 06/25/2013

Title IB Adult, Youth, and Dislocated Worker PY13/FY14 contract

**Submitted By:** Kim Lemons, Board of Supervisors**Department:** Board of Supervisors**Presentation:** No A/V Presentation**Document Signatures:****NAME** NA  
**of PRESENTER:****Mandated Function?:****Recommendation:****# of ORIGINALS****Submitted for Signature:****TITLE** NA  
**of PRESENTER:****Source of Mandate  
or Basis for Support?:****Information****Agenda Item Text:**

Approve Title IB Adult, Youth, and Dislocated Worker PY13/FY14 contract between Cochise County and the Arizona Department of Economic Security for the Workforce Investment Act (WIA) Service Delivery Area from April 1, 2013 to June 30, 2015.

**Background:**

Programs through the Department of Labor contracts and funds come from the DOL to the State. Cochise County Workforce Development, Inc. (CCWD) works with Adult, Youth, and Dislocated Worker training programs in Cochise, Graham, and Greenlee Counties. CCWD is reimbursed for their allowable expense through DOL and the State. This Intergovernmental Agreement is for the term of April 1, 2013 to June 30, 2015.

The contract reimbursement maximum for all services provided during the term of the contract and/or for the term specified above shall be \$1,276,706. Cochise County acts as a pass through; there is no fiscal impact to Cochise County.

**Department's Next Steps (if approved):**

Review and sign the four copies of the PY13/FY14 Intergovernmental Agreement so that once expenses have been submitted to the State for reimbursement, the State WIA funds (only up to the contract limit) can be wired to Cochise County and passed to Cochise County Workforce Development Inc. in order to cover expenses.

**Impact of NOT Approving/Alternatives:**

Funds would not be available for the program.

**To BOS Staff: Document Disposition/Follow-Up:**

The documents should be mailed to: Cochise County Workforce Development Inc., 900 Carmelita Drive, Sierra Vista, AZ 85635, Attn: Michelle Huff.

**Attachments**ContractAttachment A

Attachment B

**Regular Board of Supervisors Meeting****Workforce Development****Meeting Date:** 06/25/2013

WIB\_Amendment #11 to Title IB Adult, Youth, and Dislocated Worker contract DE111004001

**Submitted By:** Kim Lemons, Board of Supervisors**Department:** Board of Supervisors**Presentation:** No A/V Presentation**Recommendation:****Document Signatures:****# of ORIGINALS****Submitted for Signature:****NAME** na**TITLE** na**of PRESENTER:****of PRESENTER:****Mandated Function?:****Source of Mandate  
or Basis for Support?:****Information****Agenda Item Text:**

Approve Amendment #11 to Title IB Adult, Youth, and Dislocated Worker contract DE111004001 between Cochise County and the Arizona Department of Economic Security for the Workforce Investment Act (WIA) Service Delivery Area from April 1, 2010 to August 31, 2015.

**Background:**

Programs through the Department of Labor contracts and funds come from the DOL to the State. Cochise County Workforce Development, Inc. (CCWD) works with Adult, Youth, Dislocated Worker and Rapid Response training programs in Cochise County. CCWD is reimbursed for their allowable expense through DOL and the State. This Intergovernmental Agreement is for the term of April 1, 2010 to August 31, 2015.

The contract reimbursement maximum for all services provided during the term of the contract and/or for the term specified above shall be \$3,831,987. Cochise County acts as a pass through; there is no fiscal impact to Cochise County.

**Department's Next Steps (if approved):**

Review and sign the four copies of the Intergovernmental Agreement so that once expenses have been submitted to the State for reimbursement, the State WIA funds (only up to the contract limit) can be wired to Cochise County and passed to Cochise County Workforce Development Inc. in order to cover expenses.

**Impact of NOT Approving/Alternatives:**

Funds would not be available for the program.

**To BOS Staff: Document Disposition/Follow-Up:**

The documents should be mailed to: Cochise County Workforce Development Inc., 900 Carmelita Drive, Sierra Vista, AZ 85635, Attn: Michelle Huff.

**Attachments**Contract DE111004001 Amend 11Attachment H

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Establishment of a Building Code Advisory and Appeals Board

**Submitted By:** Beverly Wilson, Community  
Development

**Department:** Community Development

**Division:** Planning & Zoning

**Presentation:** PowerPoint

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS** 1  
**Submitted for Signature:**

**NAME of PRESENTER:** Beverly Wilson

**TITLE of PRESENTER:** Deputy  
Director

**Mandated Function?:** Not Mandated

**Source of Mandate  
or Basis for Support?:**

**Docket Number (If applicable):**

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**Information**

**Agenda Item Text:**

Adopt Ordinance 045-13 approving the establishment of a Building Code Advisory and Appeals Board, Docket R-13-05 with the by-laws attached.

**Background:**

**I. NATURE OF REQUEST**

Docket R-13-05 (Building Code Advisory and Appeals Board): Docket R-13-05 is a recommendation for the formation of a Building Code Advisory and Appeals Board, establishing the By-Laws, and approving the necessary documentation for the Public to file appeals.

**II: PLANNING AND ZONING COMMISSION**

At their regularly scheduled meeting on June 12, 2013, the Commission voted 6 – 2 to forward a recommendation of approval of the proposed formation of the Building Code Advisory and Appeals Board to the Board of Supervisors.

**III: BACKGROUND**

In 1970, the Arizona Legislature enacted A.R.S. 11-861 establishing into Arizona Law the legislative authority for Arizona Counties to adopt codes, provided that they have already adopted zoning. The codes specifically outlined in this law include "...building codes and other related codes to regulate the quality, type of material and workmanship of all aspects of construction of buildings or structures...." Furthermore, ARS 11-862 specifically states that: "Any code adopted pursuant to this article shall contain a provision for an advisory board consisting of at least five members in order to determine the suitability of alternative materials and construction and to permit interpretations of the provisions of such code." On December 14, 2004, the Board of Supervisors implemented a plan to expand the existing 2003 International Residential Code (IRC) county-wide to promote the public health, safety, and welfare of the Citizens of Cochise County. This version of the IRC contains the same language for the formation of a Board that also will be able to determine the suitability of alternative materials and construction and to review interpretations of the Building Code. Perhaps the span of time between the enactment of ARS 11-862 and Section R112 of the 2003 IRC resulted in the language that recommends that this Board be called a "Board of Appeals." Regardless, so far nine of the 15 Arizona Counties have combined these functions to form a "Building Code Advisory and Appeals Board," harmonizing statutory requirements with those of all adopted building codes (of which Cochise County has nine)."

Per Arizona Revised Statute:

- Members shall be appointed by the Board of Supervisors;
- Members shall be appointed for a term of four years, some initially for shorter terms, so that terms may be staggered to allow for at least one but no more than two terms to expire each year. Vacancies shall be filled for an unexpired term in the manner in which original appointments are required to be made;
- The Board will be formed of at least five, but not more than seven members;
- The Board shall include an architect duly registered in Arizona, a professional engineer registered in Arizona, a general contractor duly licensed in Arizona, a person representing the public and a resident of Cochise County, a person engaged in the electrical, mechanical, or plumbing trade, and additional members who may be engaged in the construction and design industry; and
- The County Official charged with the enforcement of the building code shall serve, without vote, as an ex officio member of the board and shall act as the secretary.

Furthermore, all positions will be filled to the extent that the persons meeting the qualifications are available within the county and are residents of the county. Each appointee shall have substantial experience in the field covered by the building code. The functions and duties of the Building Code Advisory and Appeals Board may be specified by regulation by the Board of Supervisors, and are outlined in the attached By-Laws. The newly formed Building Code Advisory and Appeals Board will hear and decide appeals of orders, decisions or determinations made by the County Building Official; hear and determine the suitability of alternative materials and construction methods, if denied by the Building Official; and act as an Advisory Board to the Planning Division of Community Development, the Building Official, and the Board of Supervisors on any proposed revisions or additions to Adopted County Codes.

Staff also recommends that any party that disagrees with the decision of the Building Code Advisory and Appeals Board be provided with the right to appeal that decision to the Board of Supervisors by delivering a request for an appeal in writing, together with the written decision of the Board of Appeals, to the Clerk of the Board of Supervisors within seven (7) days of receipt of the decision. The Board of Supervisors would then be required to hold a hearing on the appeal within thirty (30) days of receipt of the appeal. ARS 11-862E states that "The functions and duties of the Building Code Advisory and Appeals Board may be specified by regulation by the board of supervisors." A sample of the Ordinance prepared for the Board to review is attached, as well as the proposed By-Laws.

#### IV: SUMMARY

Arizona Statutes clearly state that if a County adopts a Building Code, the Board of Supervisors may specify by regulation the functions and duties of an Advisory Board. Creation of a Building Code Advisory and Appeals Board is within the scope of that authority. Staff has been directed to create the documentation for this purpose, and has provided a draft set of By-Laws, as well as a Draft Ordinance. The Planning and Zoning Commission has forwarded this request with a recommendation of approval.

#### III: RECOMMENDATION

Staff recommends that the Board of Supervisors approve the formation of a Building Code Advisory and Appeals Board, as proposed.

#### **Department's Next Steps (if approved):**

If the Board of Supervisors approves Docket R-13-05, the County will establish a Building Code Advisory and Appeals Board.

#### **Impact of NOT Approving/Alternatives:**

The County will not establish the Building Code Advisory and Appeals Board per ARS 11-861.

#### **To BOS Staff: Document Disposition/Follow-Up:**

Please send one RECORDED copy of the Ordinance to the Planning Department.

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### **Attachments**

Final

Ordinance

Staff Memo

By-laws

Appeal Form

Decision Form

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Registrant Self-Certification Policy

**Submitted By:** Beverly Wilson, Community Development

**Department:** Community Development

**Division:** Planning & Zoning

**Presentation:** PowerPoint

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS** 1

**Submitted for Signature:**

**NAME of PRESENTER:** Beverly Wilson

**TITLE of PRESENTER:** Deputy Director

**Mandated Function?:** Federal or State Mandate

**Source of Mandate or Basis for Support?:**

**Docket Number (If applicable):**

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**Information**

**Agenda Item Text:**

Adopt Resolution 13-18 authorizing qualified professional services registrants to self-certify compliance with county building and related codes with an applicant's approval, thereby establishing a Registrant Self-Certification Policy, Docket R-13-06, resulting in a waiver of plan review fees.

**Background:**

**I. NATURE OF REQUEST**

Docket R-13-06 Registrant Self-Certification Policy, is a recommended change in current policy to offer a voluntary option to allow Registrants to 'self-certify' their construction documents, resulting in a waiver of plan review fees.

**II: PLANNING AND ZONING COMMISSION**

At their regularly scheduled meeting on June 12, 2013, the Commission voted 8 – 0 to forward a recommendation of approval of the proposed formation of the Building Code Advisory and Appeals Board to the Board of Supervisors.

**III: BACKGROUND**

The Registrant Self-Certification Policy is intended to offer an option for plan review of the construction documents required to issue a building permit for commercial and residential buildings and structures. This Policy has been developed for Professional Registrants, allowing them to "self-certify" that they have reviewed their construction plans for building code compliance prior to submittal to the County for a permit.

To be eligible for the Registrant Self-Certification program, the Registrant must be licensed with the Arizona State Technical Board of Registration. They shall have performed work within Cochise County, and be familiar with the permitting, plan review, and inspection processes as adopted by Cochise County with the current Building Code, on December 14, 2004. The Registrant shall be competent in their discipline, and will take responsibility for any work performed on their plan set by another Registrant.

The program is outlined to function as follows:

- The Cochise County Self-Certification Policy is voluntary.
- Both Registrant and Property Owner must agree to participate in this Option.

- The Registrant shall apply in writing to the Cochise County Building Official requesting approval to participate in this self-certification program. This letter of application shall include:
  - Information regarding previous work completed within Cochise County.
  - The disciplines that the Registrant shall perform.
  - A list of sub-contract Registrants normally used by the Applicant.
  - The Building Official shall maintain a current listing of eligible Registrants.
  - If submitted work is deemed to contain life safety violations, the Registrant may be removed from the listing by the Building Official.
  - Upon formal notice from the Building Official of removal, a Registrant may appeal this decision to the Board of Supervisors.

The process of submitting Self-Certified plans is as follows:

- A letter shall be submitted by the Registrant for each project proposed to be Self-Certified, requesting a building plan review waiver, at time of plan submittal. It shall contain the following information:
  - A listing of the Building Code being utilized.
  - A listing of all Sub-Registrants, whose work is included in this request.
  - The letter shall declare oversight under control of the Registrant or if that oversight shall be controlled by a General Contractor.
    - The letter shall be stamped with the Registrant's seal, signed, and dated.
    - The letter shall hold the County harmless for any consequence of this process.
- It is intended that any self-certification of plans is all inclusive, and shall not allow for partial waiver of reviews for any trade or discipline.
- An Owner's Release form shall be submitted with each project indicating that the Owner understands and accepts the Registrant's liability. This form shall be provided by the County.
- There shall be no plan review fee collected to participate in this program.

Building inspectors shall inspect construction as per normal inspection procedures to ensure conformance with the plans, building code requirements, and letter of self-certification. Any deficiencies shall be corrected in the field and the Professional Registrant in responsible charge shall submit as-built drawings reflecting those changes to the Building Safety Division.

If the Professional Registrant does not agree with a code requirement imposed by an inspector, that requirement may be appealed to the Building Official. Further appeals may be made to the Building Code Board of Appeals.

At final completion of a building permit issued under this Self-Certification program, a Certificate of Occupancy will be issued, and shall note that the plans were not reviewed by County plans examiners but were certified by the Registrant.

#### IV: SUMMARY

The Registrant Self-Certification Policy will offer an option to plan review for Registrants and the public as well as relief from the associated fees. Staff has been directed to create the documentation for this purpose, as attached.

#### III: RECOMMENDATION

Staff is requesting that the Board of Supervisors approve this policy change and authorize the Chair to sign the Resolution to reflect this change.

#### **Department's Next Steps (if approved):**

Establish the procedure and documents needed to carry out this policy.

#### **Impact of NOT Approving/Alternatives:**

Applicants would continue to pay for County plan review services.

**To BOS Staff: Document Disposition/Follow-Up:**

When Resolution is recorded, please return a copy to the Department.

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**Attachments**

Staff Memo

Power Point Presentation

Resolution

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013  
**Resolution:** Establishing A New Fee Schedule For Tuberculosis (TB) Testing Services  
**Submitted By:** Jennifer Steiger, Health & Social Services  
**Department:** Health & Social Services  
**Presentation:** PowerPoint  
**Document Signatures:** BOS Signature Required  
**NAME of PRESENTER:** Radi Ann Porter, RN  
**Mandated Function?:** Federal or State Mandate

**Recommendation:** Approve  
**# of ORIGINALS Submitted for Signature:** 1  
**TITLE of PRESENTER:** Director of Nursing, CHSS  
**Source of Mandate or Basis for Support?:** ADHS

**Docket Number (if applicable):**

**Information**

**Agenda Item Text:**

Adopt Resolution 13-15 to establish a new fee schedule for Tuberculosis (TB) Testing Services provided by Cochise Health & Social Services for testing, education, screening and treatment of clients with cases of tuberculosis, effective on and after July 26, 2013.

**Background:**

Cochise County is mandated to provide services designed to prevent and control the spread of Tuberculosis (TB), and receives state funds to support this program. A major portion of this process is the provision of Tuberculosis Skin Testing (TST) to determine if an individual has been exposed to M. tuberculosis. Many organizations, including our own, require that their employees be screened to ensure that the public they serve is protected from this highly communicable disease. Most group living situations are required to screen their clients to protect all residents in the facility. Additionally Cochise County is required to provide screening for individuals who are attempting to immigrate to the United States. Cochise County also provides TST for any known contacts of an active TB case free of charge as part of our mandate to control TB.

The process of providing TST includes two visits with the nurse. During the first visit the nurse will review standard screening questions and apply the TST which involves inserting a needle just under the skin and injection 0.1 ml of a TB test solution. After 48 to 72 hours the client will return to the clinic to have the test read by the nurse and the client receives a TB clearance card to provide to the employer as evidence of a negative TB status. All of these activities are documented in a client chart and logged for tracking purposes. The cost of administering TST is considered part of routine nursing activities and is not tracked by the site nurse in the time distribution record process, or billed back to the TB contract, and so represents a draw on the general funds of Cochise County.

There have been significant shortages of both the treatment medications and the screening medications used to provide TB services and the cost of screening medications has doubled since 2011. Treatment and screening medications are covered by the TB grant but nursing hours and supplies for routine TB testing are not covered.

If this proposal of a \$10/test increase is approved the positive bottom line benefit to the general fund will be approximately \$5000.00, and may be greater depending on the needs of the citizens, population growth and the development of businesses requiring testing. This increased revenue would continue to have a positive bottom line impact in future budgets reducing the cost to the taxpayers of Cochise County in the long term. See Exhibit A (attached) for the detailed Tuberculosis (TB) Proposed Fee Schedule.

**Department's Next Steps (if approved):**

Your approvals are respectfully requested.

**Impact of NOT Approving/Alternatives:**

Not approving this fee schedule could cause the Tuberculosis (TB) Services to become a fiscal burden on the general fund. The new fee schedule will allow for continued testing of individuals, improving the overall health of the citizens of Cochise County, which would not be possible without such a program.

**To BOS Staff: Document Disposition/Follow-Up:**

Original BOS Resolution 13-15, signed by Terry Bannon, sent to BOS Office, via interoffice mail, 5/30/13 for signature. Please return one fully executed copy of the Resolution.

**Budget Information**

*Information about available funds*

**Budgeted:**  **Funds Available:**  **Adjustment:**  **Amount Available:**   
**Unbudgeted:**  **Funds NOT Available:**  **Amendment:**

**Account Code(s) for Available Funds**

1:

**Fund Transfers**

**Fiscal Year:** 2013-2014 **One-time Fixed Costs? (\$\$\$):**  **Ongoing Costs? (\$\$\$):**  **County Match Required? (\$\$\$):**  **A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):**  **Source of Funding?:** ADHS/Cochise County

**Fiscal Impact & Funding Sources (if known):**

We provide more than 500 TST to the public annually in Cochise County, in addition to following between 10 and 30 active or latent cases of TB. The state provides an annual grant of \$12,000.00 to support these activities, which historically has been flat funding, and the funds are broken down as follows:

Personnel & ERE 4,200.00  
 Professional & outside service 2,600.00  
 Travel 2,500.00  
 Other operating 2,700.00

Professional and outside services covers Medical Director fees, charges for X-rays and laboratory testing, while Other Operating expenses provide funding for the cost of screening and treatment medications in active cases for which the County is responsible. As of March 31, 2013 we have expended \$11,037.34 of this budget, and we are experiencing a slight increase in active cases over historical numbers. There is cash carry forward of \$14,770.00 in this budget, but given the increasing numbers of active Tuberculosis (TB) cases we project that we will need to expend some significant portion of these funds in this year as well as in the coming years.

**Attachments**

[New TB Testing Fees Proposal 6-13](#)

[Presentation](#)

**Regular Board of Supervisors Meeting****Community Development****Meeting Date:** 06/25/2013

Docket S-03-02 (Rancho Arizona Subdivision) - Assurance Agreement Extension Request

**Submitted By:** Keith Dennis, Community Development**Department:** Community Development**Division:** Planning & Zoning**Presentation:** PowerPoint**Recommendation:** Approve**Document Signatures:** BOS Signature Required**# of ORIGINALS** 1**Submitted for Signature:****NAME of PRESENTER:** Keith Dennis**TITLE of PRESENTER:** Planner II**Docket Number (If applicable):** S-03-02 (Rancho Arizona Subdivision)**Mandated Function?:** Not Mandated**Source of Mandate or Basis for Support?:****Information****Agenda Item Text:**

Approve Extension of Assurance Agreement for the completion of the Rancho Arizona Subdivision improvements, Docket S-03-02, to July 6, 2016, per the request of developers James W. Sandlin and Terry L. Russell.

**Background:****REQUEST TO EXTEND ASSURANCE AGREEMENT**

This is a request for an extension of an Assurance Agreement for the Rancho Arizona Subdivision (Docket S-03-02). The subdivision consists of 48-lots, and is located about ½-mile West of Palominas Road, and about ½-mile South of Three Canyons Road in Hereford. When complete, the development would take access from Rancho Arizona Drive, a private street which would extend from Palominas Road to the East. The Board of Supervisors approved the final plat June 13, 2006. An Assurance Agreement is a contract between the Board of Supervisors and a trust company that guarantees lots will not be offered for sale until all improvements are constructed. The Assurance Agreement under current consideration would expire on July 6, 2013 if not extended by Board action. The owner has requested this extension citing adverse economic conditions in the overall real estate market.

This request is from Pioneer Title Agency, Inc. as trustee under trust number 515034; James W. Sandlin and Terry L. Russell are the beneficiaries of this trust. An Assurance Agreement Extension reflecting a new expiration date of July 6, 2016 is presented for the signature of the Board Chair.

**Attachments:**

- A. Request for Assurance Agreement Extension
- B. Assurance Agreement Extension

**Department's Next Steps (if approved):**

If the Board approves the request, the next step would be for Madam Chair, the Clerk of the Board and the Deputy County Attorney to sign the extension. A copy of the extension is attached; the original will be delivered to the Board prior to the hearing.

**Impact of NOT Approving/Alternatives:**

If the Board does not approve the request, the Assurance Agreement for this subdivision will expire on July 6, 2013.

**To BOS Staff: Document Disposition/Follow-Up:**

When the document has been signed by all parties, please return the original to the Planning Department for recordation and filing.

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**Attachments**

Staff Memo

Power Point

Developers Request for AA Extension

AA Extension (Copy)

**Regular Board of Supervisors Meeting**

**Community Development**

**Meeting Date:** 06/25/2013

Request to Abandon Winwood Addition to Bisbee Subdivision

**Submitted By:** Keith Dennis, Community Development

**Department:** Community Development

**Division:** Planning & Zoning

**Presentation:** PowerPoint

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS Submitted for Signature:** 1

**NAME of PRESENTER:** Keith Dennis

**TITLE of PRESENTER:** Planner II

**Docket Number (If applicable):**

**Mandated Function?:** Not Mandated

**Source of Mandate or Basis for Support?:**

**Information**

**Agenda Item Text:**

Approve Resolution 13-16 authorizing the abandonment of the Winwood Addition to Bisbee Subdivision, per the request of owner Freeport McMoran, Incorporated.

**Background:**

**BACKGROUND**

This is a request to formally abandon the Winwood Addition to Bisbee Subdivision Plat, per the request of the owner Freeport McMoran, Inc. The Winwood Addition to Bisbee was platted in 1908, to provide worker housing for the mining industry. The neighborhood never fully built out, and has been mostly unoccupied for the last several decades. Over the last 30 years, the Phelps Dodge company petitioned for abandonment of roads and easements associated with the Winwood Addition to Bisbee. Portions of the streets within the subdivision were abandoned in 1987 (Resolution 87-86); several public rights-of-way and utility easements were abandoned in 1994 (94-86); Sidney Avenue and utility easements were abandoned by the Board in 1996 (96-25); and Winwood Road and all remaining public rights-of-way and utilities were abandoned in 2002 (02-44). What remains of the Winwood Addition to Bisbee are the individual lots themselves. The owner now asks to have these lot lines extinguished.

**RECOMMENDATION**

Staff recommends that the Board of Supervisors approve the plat abandonment for the Winwood Addition to Bisbee subdivision, and authorize the Chairman to sign the Resolution and Abandonment Plat for recordation purposes.

**Department's Next Steps (if approved):**

If the Board approves the abandonment, the next step would be for the Board Chair and other staff as indicated to sign the Resolution, and the Abandonment Plat.

**Impact of NOT Approving/Alternatives:**

If the Board does not approve the request to abandon, the Winwood Addition to Bisbee parcel lines will remain. Streets, public rights-of-way and utilities have previously been abandoned.

**To BOS Staff: Document Disposition/Follow-Up:**

If the Board approves the request, after the Resolution and Abandonment Plat are signed, please return the documents to the Community Development Department for recordation.

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**Attachments**

Powerpoint

Staff Memorandum

Resolution

Copy of Abandonment Plat

**Regular Board of Supervisors Meeting**

**Community Development**

**Meeting Date:** 06/25/2013

King's Ranch at Coronado License Agreement for repair and maintenance

**Submitted By:** Rorri Perez, Community Development

**Department:** Community Development

**Division:** Highways

**Presentation:** PowerPoint

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS Submitted for Signature:** 3

**NAME of PRESENTER:** Karen Riggs

**TITLE of PRESENTER:** Interim Director

**Docket Number (If applicable):**

**Mandated Function?:** Not Mandated

**Source of Mandate or Basis for Support?:**

**Information**

**Agenda Item Text:**

Approve Right-of-Way Encroachment License Agreement with Kings Ranch at Coronado Home Owners Association, Inc. as described herein.

**Background:**

Phase I of King's Ranch at Coronado was originally platted with private roads to be a gated community. The final plat was revised which made the roads public, among other changes. However, the completion of Phase I left medians, planters, walls etc. built in the County Right-of-Way.

This license agreement provides for the Homeowners Association (HOA) of King's Ranch at Coronado to be responsible for repair and maintenance in the County Right-of-Way and would also serve as their permit to do so.

**Department's Next Steps (if approved):**

Once approved, agreement will be in place and the owners of King's Ranch at Coronado will begin the maintenance and repair in the County Right-of-Way.

**Impact of NOT Approving/Alternatives:**

Maintenance & repair would not be done by the HOA and the County would incur costs to do these repairs and maintenance without this agreement.

**To BOS Staff: Document Disposition/Follow-Up:**

Please return two (2) signed originals of the agreement to H&F, attn: Rorri Perez.

**Attachments**

Executive Summary

Right-of-Way Encroachment License Agreement

Map Exhibit A.B.C

Powerpoint

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

Award of Contract for Commissary Services - RFP No. 13-32-SHF-03

**Submitted By:** Dave Seward, Procurement

**Department:** Procurement

**Presentation:** No A/V Presentation

**Recommendation:** Approve

**Document Signatures:** BOS Signature Required

**# of ORIGINALS** 2

**Submitted for Signature:**

**NAME** Dave Seward

**TITLE** Dave

**of PRESENTER:**

**of PRESENTER:** Seward

**Docket Number (If applicable):**

**Mandated Function?:** Federal or State Mandate

**Source of Mandate  
or Basis for Support?:**

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**Information**

**Agenda Item Text:**

Approve the award of Request for Proposals (RFP) No. 13-32-SHF-03 to Keefe Commissary Network for Inmate Commissary Services for the Sheriff's Office for the period of July 1, 2013 through June 30, 2014.

**Background:**

The current contract for commissary service with Keefe Commissary Network for commissary services will expire on June 30, 2013. RFP No. 13-32-SHF-03 was created and released on April 11, 2013 for the purpose of establishing a new contract beginning on July 1, 2013. The RFP was advertised in the AZ Range News on April 17 and 24, 2013, and posted on the County website. Bid notices were mailed to nine (9) vendors in the procurement vendor database. Four proposals were received prior to the RFP closing date and time of May 9, 2013. Proposals were received from:

- Keefe Commissary Network, Fontana, CA
- Trinity Services Group, Oldsmar, FL
- Mid-States Services, Inc., Fort Worth TX
- Swanson Services, San Antonio, TX

An evaluation committee consisting of staff from the Procurement Department and Sheriff's Office evaluated, scored and ranked the proposals received in accordance with the evaluation criteria in the RFP and ranked Keefe Commissary Network as the number one ranked firm to provide these services. Keefe Commissary Network has been providing these services to the Cochise County Sheriff's Office for the past ten years, has performed very well, and the Sheriff's Office has been pleased with the services and pricing they offer.

The contract is for a one-year period with the option to renew for four additional years in one-year increments.

**Department's Next Steps (if approved):**

Execute contract, monitor contract performance.

**Impact of NOT Approving/Alternatives:**

The jail would not be able to provide commissary services to the inmates.

**To BOS Staff: Document Disposition/Follow-Up:**

Procurement will hand carry contracts to the Clerk of the Board

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**Attachments**

RFP Scores

Contract

**Regular Board of Supervisors Meeting****Meeting Date:** 06/25/2013

Resolution Authorizing Application for Federal Watershed Management Grant

**Submitted By:** Lisa Marra, Facilities**Department:** Facilities**Presentation:** No A/V Presentation**Recommendation:** Approve**Document Signatures:** BOS Signature Required**# of ORIGINALS** 1  
**Submitted for Signature:****NAME** Lisa M. Marra  
**of PRESENTER:****TITLE** Grants  
**of PRESENTER:** Administrator**Mandated Function?:** Not Mandated**Source of Mandate**  
**or Basis for Support?:****REMINDER:** You will use this Agenda Item template if your item involves a Grant (whether a new or renewal grant). You also must attach the Grant Approval Form to the item before Finance will approve it. Select the SPECIAL LINKS on your left-hand menu and Click on "Grant Approval Form". Then complete the form, save it and attach it to your item (on the Attachments tab).**Information****Agenda Item Text:**

Adopt Resolution 13-17 authorizing application for a Cooperative Watershed Management Grant from the Federal Bureau of Reclamation in the amount of \$50,000 with no match required.

**Background:**

Cochise County has the opportunity to apply for funding to discover the feasibility of establishing a County-Wide Watershed Group for the three identified existing watersheds: Willcox Playa, Upper San Pedro, and Middle San Pedro. The purpose of this grant is consistent with and in furtherance of the Cochise County Strategic Plan 2011-2015.

Past efforts by various public interest organizations in the County to form a water resources management plan for the three County watersheds have failed in the past for lack of time and resources to develop a plan.

Support letters to apply for this funding have been received from the Upper San Pedro Partnership, The Cochise Water Project, The Coronado Resource Conservation and Development Area Inc., the Hereford Natural Resource Conservation District, the Cascabel Conservation Association and the Department of the Army at Ft. Huachuca.

Funding could be up to \$100,000 over a two year period with no match required. If awarded, the grant would provide funding of \$50,000 the first year to hire an employee or an outside consultant to provide public outreach to gather stakeholders and determine if a Watershed Group is actually needed. If it is determined that a Watershed Group is in the best interest, the funding would be used to legally establish the Group. The goal would be to end up with a Watershed Restoration Management Plan that could be implemented the second year, if we are awarded continued funding.

**Department's Next Steps (if approved):**

Approve Resolution and submit grant to the Bureau of Reclamation.

**Impact of NOT Approving/Alternatives:**

Cochise County would lose the opportunity to receive funding under this grant of up to \$100,000 for two years to determine the feasibility of establishing a County-Wide Watershed Group. We will also further delay the goal of developing and implementing a comprehensive County-Wide Watershed Restoration Plan that would mutually benefit the entire County.

**To BOS Staff: Document Disposition/Follow-Up:**

Please send one signed copy of the Resolution back to me.

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**Fiscal Impact**

<b>Fiscal Year:</b>	2014
<b>One-time Fixed Costs? (\$\$\$):</b>	50,000
<b>Ongoing Costs? (\$\$\$):</b>	
<b>County Match Required? (\$\$\$):</b>	
<b>A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):</b>	
<b>Source of Funding?:</b>	

**Fiscal Impact & Funding Sources (if known):**

Grant award, if recieved would be up to \$50,000 the first year with no local match required.

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**Attachments**

Grant Application

Letters of Support

Resolution\_watershed

**Regular Board of Supervisors Meeting**

**Meeting Date:** 06/25/2013

State and Federal Legislation Discussion

**Submitted By:** Arlethe Rios, Board of Supervisors

**Department:** Board of Supervisors

**Presentation:** No A/V Presentation

**Document Signatures:**

**NAME** na  
**of PRESENTER:**

**Mandated Function?:**

**Recommendation:**

**# of ORIGINALS**

**Submitted for Signature:**

**TITLE** na  
**of PRESENTER:**

**Source of Mandate  
or Basis for Support?:**

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**Information**

**Agenda Item Text:**

Discussion and possible action regarding state and federal legislative matters, including but not limited to the items in the attached County Supervisors Association Legislative Policy Committee Agenda and the proposed State budget.

**Background:**

na

**Department's Next Steps (if approved):**

na

**Impact of NOT Approving/Alternatives:**

na

**To BOS Staff: Document Disposition/Follow-Up:**

na

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**Attachments**

Minutes

Agenda