

**PROCEEDINGS OF THE COCHISE COUNTY JAIL DISTRICT BOARD OF DIRECTORS  
MEETING HELD ON  
TUESDAY, AUGUST 27, 2024**

A meeting of the Cochise County Jail District Board of Directors was held on Tuesday, August 27, 2024 at 10:00 a.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Ann English, Chairman; Tom Crosby, Vice-Chairman; Peggy Judd, Supervisor

Staff Present: Richard G. Karwaczka, County Administrator  
Sharon Gilman, Deputy County Administrator  
Christine Roberts, Chief Civil Deputy County Attorney  
Lara Loewenheim, Clerk of the Board

Attendees: Phil Bourdon, Project Manager

Chairman English called the meeting to order at 10:03 a.m.

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

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

***CONSENT***

**Board of Supervisors**

1. Approve the Minutes of the July 9, 2024 Cochise County Jail District Board of Directors meeting.

Supervisor Judd made a motion to consent to Item number one. Vice-Chairman Crosby seconded the motion.

Chairman English called for the vote and it was approved 2-1 (Crosby Opposed).

***ACTION***

**Board of Supervisors**

2. Approve Contract 24-18-BOS-01 with Chinn Planning for planning services related to the Jail District's portion of the Cochise County Justice Center as outlined in Exhibit A, in the amount of \$310,776.

Vice-Chairman Crosby made a motion to approve Contract 24-18-BOS-01 with Chinn Planning for planning services related to the Jail District's portion of the Cochise County Justice Center as outlined in Exhibit A, in the amount of \$310,776. Supervisor Judd seconded the motion.

Phil Bourdon, Project Manager, presented this item. Mr. Bourdon stated Chinn Planning was selected through a request for qualifications to conduct a comprehensive assessment of the criminal justice system, inmate population forecasts, and space requirements for the new jail and associated facilities. The overall study, which will take nine months, total contract costs \$399,900, with \$310,776 being requested for approval as part of the jail's funding.

In response to the Board, Mr. Bourdon stated the current request is not for the approval of the payment itself but for the allocation of funds appropriate for the jail district's portion of the study. He stated a separate part of the study, which concerns the courts, will be funded through the general fund.

Vice-Chairman Crosby reviewed the ballot language for the Jail District, highlighting that a "yes" vote would authorize the District to levy an excise sales tax.

Ms. Roberts, interjected and stated that Vice-Chairman Crosby's comments about the ballot language are outside the scope of the agenda item.

Vice-Chairman Crosby stated he is not going to let them stop his freedom of speech. Vice-Chairman Crosby stated ARS 38-431-02h agendas required under this section shall list the specific matters to be discussed, considered or decided at the meeting the public body may discuss, consider or make decision only on matters listed on the agenda and other matters related there to. Vice-Chairman Crosby stated that the ballot language and the election is related to the cost of this contract.

Chairman English asked Vice-Chairman Crosby if he had anything to say about the contract.

Vice-Chairman Crosby stated the language did not mention a Justice Center. Therefore, he doesn't believe the people were properly notified when they voted on the jail tax issue.

Ms. Roberts reiterated that Vice-Chairman Crosby's comments that deal with the ballot language are outside the scope of the agenda item as noticed and is leading into the area of open meeting law violations.

Supervisor Judd acknowledged the standard process for large projects, where bids are solicited to find a suitable planner for the necessary assessments and planning.

In response to the Board, Mr. Bourdon emphasized that he has had extensive discussions with Karen Chinn, President Chinn Planning, Inc. about the project. He added that conducting this thorough assessment is one of the best steps before constructing a detention facility, ensuring that the project meets the actual needs without overbuilding.

Chairman English called for the vote and it was approved 2-1 (Crosby Opposed).

Chairman English adjourned the meeting at 10:12 a.m.

APPROVED:

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Ann English, Chairman

ATTEST:

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Lara Loewenheim, Clerk of the Board