

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS  
WORK SESSION HELD ON  
Tuesday, June 12, 2018**

A work session of the Cochise County Board of Supervisors was held on Tuesday, June 12, 2018 at 2:30 p.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Peggy Judd, Chairman; Patrick G. Call, Vice-Chairman; Ann English, Supervisor

Staff Present: Edward T. Gilligan, County Administrator  
Britt W. Hanson, Chief Civil Deputy County Attorney  
Kim Lemons, Deputy Clerk of the Board  
Amanda Baillie, Public Information Officer

Attendees: Curtis Wilkins, Lieutenant, Sheriff's Office  
Thad Smith, Chief Deputy Sheriff's Office  
Tom Alinen, Commander, Sheriff's Office  
Jay Howe, Facilities Director  
Ann Roberts, Willcox City Attorney

Chairman Judd called the meeting to order at 2:30 p.m.

**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**

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***INTRODUCTIONS***

***ITEMS FOR DISCUSSION***

**Board of Supervisors**

1. Discussion and possible direction regarding the Willcox Animal Shelter IGA.

Chairman Judd began the meeting by saying there have been several discussions concerning the Willcox Animal Shelter. Lt. Wilkins and Mr. Hanson are here today to provide background and give an update on the current conditions.

Mr. Hanson introduced Ann Roberts, City of Willcox attorney. The County owns the Willcox Animal Shelter with an agreement with the City of Willcox to operate. He gave an overview of the operating costs for the County/City. The shelter was in disrepair, the County's Facility Department did repairs along with City volunteers. Lt. Wilkins has witnessed the operation of the facility with the biggest complaint being the \$22,000 animal shelter employee salary

because that individual is not available at the shelter because of other city duties.

Lt. Wilkins reiterated that the issue is of personnel to staff the facility and serve the public. His recommendation is to take back the shelter and find another entity to operate it.

Mr. Hanson said the IGA automatically renews unless the City is given 60 days advance notice of termination or changes. By the time these concerns were raised it was close to the 60-day renewal date so, Mr. Hanson emailed Ms. Roberts about the intent not to renew unless the terms changed, and the City said they could not comply. He also met with Supervisor Judd, Lt. Wilkins, and Mr. Gilligan who concluded it would be best to find someone else to operate the facility. Mr. Hanson also contacted the Humane Society of Southern Arizona, who operate other shelters and they are interested. Mr. Morrison, Contracts Administrator for the County's Procurement Department is in the process of putting together the Request for Proposal (RFP).

As the representative for the City of Willcox, Ms. Roberts said we are not going to come to agreeable terms. She said the shelter employee is also the Evidence Technician and is subject to be on call for evidence issues. Ms. Roberts has discussed with council, and if someone else operates they may want to participate or they may want to open their own shelter.

Mr. Hanson said the County does not have the expertise to operate the shelter.

Lt. Wilkins said because the shelter covers the Willcox, Benson and the Elfrida areas, keeping the shelter in Willcox is the best location but it would not necessarily have to be in the current building.

There was a short discussion of the logistics of keeping the shelter in operation in the interim and updating the new agreement moving forward with the RFP.

The Board agreed to move forward with the RFP but keep the lines open with the City of Willcox if they want to be involved.

Mr. Howe wanted to go on record that the public works, police department, and facility department crews, all had a great working relationship and communicated well to get the shelter projects completed.

Mr. Hanson said he would keep the Board updated on the RFP process.

Chairman Judd adjourned the meeting at 3:01 p.m.

APPROVED:

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Peggy Judd, Chairman

ATTEST:

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Kim Lemons, Deputy Clerk of the Board

