

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
TUESDAY, MAY 23, 2023**

A work session of the Cochise County Board of Supervisors was held on Tuesday, May 23, 2023, at 11:00 a.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

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

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

Attendees: Henry Meraz, Facilities Management Director

Chairman Judd called the meeting to order at 12:30 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION

ITEMS FOR DISCUSSION

Board of Supervisors

1. Discussion and possible direction regarding the Facilities Department Informational Update, including updates on completed, current and future projects for the current Fiscal Year, and Fiscal Year 2023-2024 Facilities Capital Improvement Plan.

Mr. Meraz presented this item using a PowerPoint presentation. Mr. Meraz stated that 1,111 work orders have been submitted in Fiscal Year 2022-2023 to date, highlighting Heating, Ventilation and Air Conditioning (HVAC) and electrical work orders. He reviewed the sources of funding for the Facilities Department, which are General Fund, Capital Fund and American Rescue Plan Act (ARPA) funds, which were used for the courthouse HVAC project.

Mr. Meraz reviewed the planned capital building enhancement projects completed in Fiscal Year 2022-2023, which included the Bisbee Douglas International Airport (BDI) terminal and Douglas road yard office remodels, and the Willcox Regional Service Center (WRSC) stucco repair. In response to the Board, Mr. Meraz stated that the same color scheme at Bisbee will be used at Sierra Vista, Willcox and the Sheriff Administration building. Mr. Meraz reviewed the unplanned capital building enhancement projects completed, which included a new Multiple Distribution Panel (MDP) at the courthouse and light fleet remodel. He is working with contractors for quotes to repair the leak in the stairwell at the Benson Regional Service Center (BRSC).

Mr. Meraz reviewed the capital building enhancement projects that are in progress, which include the HVAC at the courthouse and exterior painting at various facilities. Mr. Meraz stated that the BDI well will start drilling in June and he reviewed the contractors

involved in the project. The Board and Staff discussed difficulties getting applications approved by the Arizona Department of Water Resources (ADWR) due to the Active Management Area (AMA). In response to the Board, Mr. Meraz explained that if a new hole is drilled within 660 feet of an existing well, it is not considered a new well. Well 8 will be drilled 100 feet from the existing well, and when it comes on line, it will alternate with well 7. Mr. Meraz reviewed additional projects in progress, which include the HVAC at the SVRSC, the Finance Department remodel, and the signage for the Melody Lane Complex.

Mr. Meraz detailed the capital building enhancement projects for Fiscal Year 2023-2024, which include the HVAC systems at BRSC and Melody Lane buildings E, F and G. Mr. Meraz reviewed the County buildings that will be getting roof coating, HVAC replacement, and roof replacement. The Board and staff discussed additional funding requests such as furniture and utilities. Mr. Meraz reviewed additional projects which include, elevator overhaul and electrical upgrade at the Admin Building, HVAC replacement at the Sheriff's office, and re-keying of County buildings.

In response to the Board, Mr. Meraz discussed challenges with R-22 and 410 refrigerants. Mr. Meraz discussed the challenges with HVAC replacement within the County and addressed the concerns of the Board regarding the timing of HVAC replacement.

Mr. Meraz reviewed priorities, which include roofs, HVAC units, electrical system upgrades and exterior painting. Mr. Meraz detailed the roofs and HVAC systems addressed in the County and responded to questions from the Board.

The Board and Mr. Meraz discussed the cost and providers of electricity and gas at various facilities. Mr. Meraz stated that the increases in these costs were within budget, with the exception of Willcox, as the city gas service through El Paso Natural Gas.

The Board and Mr. Meraz discussed the importance of keeping county buildings and grounds in good repair.

Chairman Judd adjourned the meeting at 1:13 p.m.

APPROVED:

Peggy Judd, Chairman

ATTEST:

Interim Clerk of the Board