

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
TUESDAY, NOVEMBER 28, 2023**

A work session of the Cochise County Board of Supervisors was held on Tuesday, November 28, 2023, at 1:00 p.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
Lara Loweinheim, Deputy Clerk of the Board

Attendees: Darrel Crowley, Interim Facilities Director

Chairman Judd called the meeting to order at 1:00 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION

Members of the public may also [attend this meeting](#) via Microsoft Teams computer or mobile app, or via phone by calling 602-609-7513 or 888-680-6714, Conference ID 436 423 81#. If you have trouble accessing this meeting remotely, call 520-432-9200 for direction.

Work Sessions are a time for County staff to inform and discuss agenda items with the Board of Supervisors and public comments will not be taken.

INTRODUCTIONS

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 the Fiscal Year 2023-2024 Facilities Capital Improvement Plan.

Mr. Crowley presented this item using a PowerPoint presentation and answered questions from the Board throughout. Mr. Crowley stated that the courthouse electrical panel, has been delayed until May and June. Mr. Crowley indicated that APS is set to perform a transformer change out on the 14th of next month, leading to a complete shutdown on that day. The delay in the transformer replacement was explained, noting a leak that took time to address. Mr. Crowley stated the Bisbee Douglas International Airport (BDI) well drilling construction is complete, and the pump and motor are in place. The operation is awaiting a concrete slab and building relocation, with an estimated operational timeline of 45 to 60 days. Mr. Crowley stated that concerns were raised about the Sierra Vista Regional Service Center (RSC)HVAC replacement, with delays attributed to challenges in obtaining equipment. A similar issue was highlighted in the procurement of units for the Library HVAC. Mr. Crowley discussed the ongoing projects

that included the completion of the Willcox Regional Service Center roof and the Soldier Creek facility, which involved power installation, office space improvements, and painting. Mr. Crowley updated the Board that the Finance Department remodel has been successfully completed, and furniture delivery is underway, with completion expected by the first of the year. The Benson stairwell windows, including drywall fixes and painting, has also been finished.

Mr. Crowley stated the capital enhancement for Benson RSC HVAC is in progress, with an estimated installation timeline in late spring or early summer. Mr. Crowley provided updates for Melody Lane signage and HVAC replacement, both expected to be addressed in late spring or early summer.

Mr. Crowley also discussed the plans for a new Facilities shop building that has been given the green light, and outreach to potential contractors is in progress.

In response to the Board, Mr. Crowley stated that the Sheriff's Department primarily handles its maintenance in the jail unless the issues are beyond the department's capacity.

In response to the Board, Mr. Crowley explained the cost difference when hiring contractors, emphasizing that it typically incurs a minimum of 30 to 40% more than handling the work in-house.

Chairman Judd adjourned the meeting at 1:23 p.m.

APPROVED:

Peggy Judd, Chairman

ATTEST:

Sharon Gilman, Interim Clerk of the Board