

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS  
WORK SESSION HELD ON  
TUESDAY, AUGUST 27, 2024**

A work session of the Cochise County Board of Supervisors was held on Tuesday, August 27, 2024, at 1:00 p.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  
Joe Casey, Associate County Administrator  
Christine Roberts, Chief Civil Deputy County Attorney  
Lara Loewenheim, Clerk of the Board

Attendees: Darrel Crowley, Facilities Director

Chairman English called the meeting to order at 1:00 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 the Fiscal Year 2024-2025 Facilities Capital Improvement Plan.

Darrel Crowley, Facilities Director, presented this item using a PowerPoint presentation. Mr. Crowley stated the facilities update includes several key points: the Heating and Ventilation and Air conditioning (HVAC) system at the courthouse. He stated the Bisbee-Douglas International Airport (BDI) well has been online for about 60 days and is now functioning smoothly after initial issues with silting. He noted the well required some extra pumping at the start but is now stable. Mr. Crowley stated the project on the BDI hanger is still in progress. He stated signage on the Melody Lane campus and at the sheriff's office was completed, and the Bisbee administration building elevator was partially rebuilt with a new hydraulic system. Mr. Crowley discussed the challenges with getting parts for the elevator.

In response to the Board, Mr. Crowley stated it would cost about a quarter of a million dollars and that's on the conservative side to replace the elevator at the Bisbee administration building.

Mr. Crowley stated the Willcox Airport terminal project is nearing completion. He stated the Melody Lane facilities building has been delayed due to zoning issues but is now progressing. He noted several other projects, including HVAC upgrades and roofing work across various county buildings, are in various stages of completion, with some encountering minor delays due to equipment and weather challenges. Mr. Crowley stated the staff is working on implementing a comprehensive key

management system and planning an energy assessment which would include incorporating the HVAC controls.

In response to the Board, Mr. Crowley stated that the energy assessment being conducted will identify areas for cost savings and potential upgrades, as well as help secure funding to implement these changes. He stated some energy rebates are available, particularly for adding solar, accessing these benefits will require additional investments in new solar installations.

In response to the Board, Mr. Crowley stated that there are two boilers left in use in the county. He stated the boilers handle both heating and cooling, and they require regular maintenance. He noted efforts are underway to gradually replace these older systems with more modern upgrades.

Chairman English stated that a well-maintained environment positively impacts public perception and effectiveness of programs and policies. Chairman English expressed her appreciation for the facility staff's efforts in creating a pleasant and functional space for the community.

In response to the Board, Mr. Crowley stated the flooding at the entrance to Melody Lane is being addressed, with plans to redirect water runoff that currently flows across the front of the building. The Board and staff discussed flooding issues throughout the County.

Mr. Karwaczka, stated the HVAC installation at the jail is a significant achievement, especially given the challenge of managing a large, fixed population.

Chairman English adjourned the meeting at 1:21 p.m.

APPROVED:

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Ann English, Chairman

ATTEST:

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Lara Loewenheim, Clerk of the Board