

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
THURSDAY, AUGUST 14, 2025**

A work session of the Cochise County Board of Supervisors was held on Thursday, August 14, 2025, at 10:00 a.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Frank Antenori, Chairman; Tom Crosby, Vice-Chairman; Kathleen L. Gomez, Supervisor

Staff Present: Sharon Gilman, County Administrator
Joe Casey, Deputy County Administrator
Denise Riden, Civil Deputy County Attorney
Lara Loewenheim, Clerk of the Board

Chairman Antenori called the meeting to order at 10:01 a.m.

ITEMS FOR DISCUSSION

Board of Supervisors

1. Review of agenda items for the Board of Supervisors/Directors meetings and work sessions for the week of August 18, 2025.

Ms. Gilman outlined the schedule for next week's meetings, beginning Monday at 10:00 a.m. with the review and approval of tax rates and levies. She stated the agenda would include a full worksheet covering all county-related entities, such as special districts, school districts, and the community college. She stated the Board's authority is limited to the county's primary property tax, library district, flood control district, and certain improvement districts. She stated the process is largely administrative, ensuring compliance before submission to the Arizona Department of Revenue and the Property Tax Oversight Commission.

The Board and staff discussed potential adjustments to the draft tax rates and levies, noting the need to keep flood control items separate for more focused discussion.

Ms. Gilman discussed a work session on Monday at 11:00 a.m. regarding the Health and Detention Medical Director position, which is currently out for a request for supplier qualifications. She stated the meeting is to inform the Board about the full scope of the role and ensure members are prepared before a contract is presented for approval. Ms. Gilman stated that Tuesday's agenda includes consent items for the library and flood control districts. She stated the jail district also has consent items, and an action item for the contact for Vanir Construction Management as the owner's representative for the county jail project in the amount of \$385,000.

Phil Bourdon, Project Manager, presented Action Item 1 for the Jail District. He explained that the contract covers pre-planning services through November and December to support the design and construction activities. He stated this includes developing and implementing Request for Proposals (RFPs) for necessary services.

Ms. Gilman stated that the Board of Supervisors' regular meeting agenda will include the standard consent items related to recurring grants and funds that involve various organizations.

Jackie Watkins, Engineering and Natural Resources Director, presented Consent Agenda Items 2 and 3. She explained the acquisition of a tax-deed parcel for the right-of-way on Davis Road. She stated that consent agenda item 3, regarding James Ranch Road, is not yet a declared county highway and a public hearing will be scheduled to set that designation and will address property access, drainage, and traffic for the area's commercial development. She stated coordination is ongoing with the City of Douglas, Arizona Department of Transportation (ADOT), and developers to ensure proper connections and planning for the entire area with detailed maps and information to be provided at the public hearing.

Teresa McNab, Administrative Finance Manager, presented Action item 10. Ms. McNab explained that this item involves the county's annual funding from the Administrative Office of the Courts (AOC) to support the adult probation department. She stated the approval will allow the county to spend the \$2 million dollars of state funding and a similar process exists for agenda item 14 for the juvenile probation department.

Jennifer Graeme, Human Resources Director, presented Agenda items 12 and 13. Ms. Graeme explained that a minor amendment clarifies employee conduct regarding interactions with legislative bodies, ensuring all such communications go through the Board of Supervisors. She stated the update is intended to clearly guide employees on what actions are acceptable. Ms. Graeme explained the smoking policy was revised to include vaping, specifying that employees must maintain distance from doorways and cannot vape in county vehicles.

Ms. Gilman informed the Board of the work session on Tuesday at 1:00 p.m. regarding County roads. The Board discussed creating targeted email lists for topics like roads and wildlife issues to better inform the public, given challenges with internet access and local newspapers.

2. Discussion and possible direction to staff on proposed meetings, scheduling, and agenda items for future meetings and work sessions.

The Board reviewed upcoming work sessions and discussed the status of meetings previously requested, such as a future session on flood control and San Pedro Riparian National Conservation Area (SPRNCA), and a discussion on open meeting law legislative proposals for CSA in October and vaccine policy implementation with the health department and a review of economic development updates.

Chairman Antenori discussed the implications of a recent Supreme Court ruling requiring Board approval before elected officers can pursue lawsuits that obligate county funds. Chairman Antenori requested a work session or possible executive session with the County Attorney's Office to discuss the rules for board and commission appointments, including limits on replacing members and handling non-participation, to ensure alignment with current Board priorities.

Chairman Antenori adjourned the meeting at 10:55 a.m.

APPROVED:

Frank Antenori, Chairman

ATTEST:

Lara Loewenheim, Clerk of the Board