

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

WORK SESSION

MAY 15, 2024



**MINUTES OF A WORK SESSION
OF THE
DISTRICT GOVERNING BOARD
MAY 15, 2024**

A Work Session of the Coconino Community College District Governing Board was held in the Board Room at Coconino Community College, 2800 S. Lone Tree Rd., Flagstaff, AZ. Board Chair Joey Smith called the meeting to order at 4:03 pm.

PRESENT: Eric Eikenberry
 Patricia Garcia
 Patrick Hurley
 Joey Smith
 Nat White

Also Present: Dr. Eric Heiser, Ms. Kirsten Mead, Dr. Jami Van Ess, Mr. Tony Williams, Ms. Dianna Sanchez, Dr. Adriana Flores-Church, Ms. Janel States, Mr. Dave Asencio, Mr. Kurt Stull, Dr. Mark Maciha, Mr. Ryan Bouwhuis, Mr. Van Walker, Mr. Keith Becker, Mr. Ryan Norton, Mr. Brett Kitch, Mr. Shane Pablo, Mr. Evan Burris, Mr. Doug Friedman, Ms. Sonni Marbury, Ms. Randi Axler, Ms. Alycia Russo, Ms. Julie Baumgartner, Mr. David Summer, Ms. Colleen Carscallen, Ms. Kay Leum, Mr. Henry Garcia, Ms. Connie Fletcher, Ms. Lyric Williams, Ms. Jenni Jameson, and Ms. Helena Babiski.

Reports, summaries, background material and other documents referred to in these minutes can be found in the May 15, 2024, documents file.

1. FOLLOW UP ITEMS

No follow-up items.

2. DISCUSSION/INFORMATION ITEMS

A. Instructure (Canvas) Renewal – Dr. Jami Van Ess

Dr. Jami Van Ess sought guidance from the Board regarding the process of submitting renewal items for approval.

The Board discussed:

- Emphasized the importance of reviewing Action Items during Work Sessions before formal approval
- Suggested renewal items be presented to the Board at least one month before they are scheduled for a vote as an Action Item

B. Campus Master Plan Architect– Dr. Jami Van Ess

Dr. Jami Van Ess provided an update on the selection process for the Campus Master Plan Architect. After narrowing the field from five firms to one, the College chose SPS+ Architects, which submitted a more cost-effective proposal.

The Board discussed:

- The College has used SPS+ in the past, as has Yavapai College
- The SPS+ proposal was well done and well thought out
- SPS+ is not local to Flagstaff but has offices in Phoenix and Tucson

- The College did an advertised RFP process; however, no local companies responded

C. Emergency Access Road Capstone Easement – Dr. Eric Heiser

Dr. Eric Heiser reported that Capstone, a developer in Juniper Point, has requested an easement from the College to ensure emergency vehicle access. This easement would involve a portion of the College's property and would be critical for Capstone's development approval with the City. Dr. Heiser emphasized the need to consider the future development of the Lone Tree campus before making any decisions.

Input from Mr. Patrick Hurley (Liaison):

- The proposed easement area, which enters the College parking lot, has significant potential for future development
- Advised that the College should not agree to the easement until the Master Plan is finalized, as it could have long-term implications
- Expressed concern that once granted, the easement could not be revoked
- Noted that Capstone has offered to compensate NAU but not the College, and there are concerns about maintenance responsibilities, including snow removal

The Board discussed:

- Considered Capstone's timeline for development
- Discussed the easement's potential as a secondary entrance to the College through a residential subdivision
- Questioned the impact on the College if the easement request is denied
- Considered the necessity of the easement for the College's future needs, including the potential for affordable housing
- Reviewed the current property boundaries in the College's lease with NAU and the possibility of realigning these boundaries to enhance future development opportunities
- Discussed how the proposed easement aligns with the ongoing Master Plan development
- Planned to focus the land study on the area affected by the easement to determine its future use
- Expressed appreciation for considering the long-term, 50-year impact of such decisions

Next Steps: Dr. Heiser requested the Board's direction to schedule another work session, with Mr. Hurley as the liaison, to discuss further the options related to the easement.

ADJOURNMENT: The Work Session Adjourned at 4:48 pm.

MINUTES PREPARED BY:

Ms. Kirsten Mead
Board Recorder

ATTEST and APPROVED:

Mr. Patrick Hurley
Vice Chair/Secretary of the Board

Mr. Joey Smith
Board Chair