COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD

WORK SESSION

JANUARY 21, 2026

**MINUTES OF A WORK SESSION
OF THE
DISTRICT GOVERNING BOARD
JANUARY 21, 2026**

A Work Session of the Coconino Community College District Governing Board was held in person 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:	Mr. Joey Smith, Board Chair
	Mr. Patrick Hurley, Board Vice Chair/Secretary
	Mr. Eric Eikenberry
	Ms. Patricia Garcia (Zoom)
ABSENT:	Dr. Nat White

Also Present: President Heiser, Ms. Kirsten Mead, Dr. Adriana Flores-Church, Ms. Dianna Sanchez, Ms. Janel States, Dr. Jami Van Ess, Dr. Sandra Hinski, Mr. Shane Pablo, Ms. Alimah Damgaard, Ms. Amelinda Webb, Mr. Brian Blue, Ms. Cathleen Banier-Goff, Ms. Gabe Smith, Ms. Kay Leum, Mr. Keith Becker, Mr. Kurt Stull, Dr. Mark Hartley, Dr. Mark Maciha, Mr. Nate Pratt, Dr. Nolan Begaye, Mr. Ryan Bouwhuis, Ms. Sarah Heemstra, and Ms. Sonni Marbury.

The January 21, 2026, documents file contains reports, summaries, background materials, and other documents referenced in these minutes.

1. **DISCUSSION/INFORMATION ITEMS**
   A. **Policy Review – Chair Smith**
   President Heiser presented proposed revisions to several District Governing Board policies. He noted that the changes were primarily grammatical and that formatting edits were highlighted in redline, with no substantive changes to the intent or direction of the policies. Some policies had not been reviewed in recent years and were updated to ensure legal consistency. No policies were recommended for removal.

   The Board reviewed the recommendations from the college attorney on the following policies:
   - 71-00 President Emergency Succession Plan
   - 72-00 Delegation to and Accountability of the President
   - 90-00 New Member Orientation
   - 91-00 Professional Development
   - 92-00 Board Retreat

   Trustees indicated they had reviewed the redline versions and had no questions or concerns. No action was taken.

B. DGB Meeting Time Discussion for April 15, 2026, Meeting in Page – Chair Smith

President Heiser facilitated a discussion regarding adjusting the start time of the April Board meeting in Page to allow trustees to travel safely before dark. Trustees expressed support for an earlier meeting time.

Consensus:
- Work Session to begin at 11:30 a.m.
- Lunch at 12:30 p.m.
- Regular Board Meeting to begin at approximately 1:00–1:30 p.m.
- Staff will circulate calendar invitations reflecting the revised schedule.

C. Construction Updates – President Heiser

President Heiser provided an update on progress related to the Flagstaff bond-funded construction projects at the Lone Tree and Fourth Street campuses.

- **CMAR/Architectural Contracts**

  An internal selection committee reviewed all qualified applicants. Three finalists were identified for both projects:
  - Core Construction
  - Kinney Construction
  - Kitchell Contractors of Arizona

  The same finalists are being considered for both projects, though final assignments may vary based on project needs. Final scoring is underway, after which staff will bring a recommendation to the Board for contract consideration. President Heiser emphasized that final contract approval rests with the Board.

  Special meetings, including possible executive sessions, may be scheduled in February to support timely decision-making.

- **Architectural Firm Selection**
  - **Fourth Street Project Finalists:**
    - AEC
    - Burns Wald-Hopkins Shambach Architects
    - Holly Street Studio
    - RSP Architects
  - **Allied Health Center (Lone Tree Campus) Finalists:**
    - AEC
    - Dick & Fritsche Design Group
    - DLR Group

  No finalist architectural firms are locally based, though several have experience working in Northern Arizona.

- o **Projected Construction Timeline**
  - CMAR and architectural selection anticipated in February
  - Design to commence shortly thereafter
  - Allied Health Center construction potentially beginning with civil work as early as fall
  - Fourth Street project expected to follow after the Spring 2027 semester concludes

D. **Kinsey Roundabout Update – President Heiser**

President Heiser reported on revised cost estimates for the Lone Tree roundabout project coordinated with Flagstaff Unified School District (FUSD). Initial estimates increased significantly due to utility relocation requirements.

Engineering efforts are underway to reduce costs. Trustees discussed the possibility of postponing the campus connection portion of the project until after bond-related construction is completed, potentially incorporating those costs into the bond project for improved timing, logistics, and site management.

E. **Office Enclosure Project Update – Dr. Van Ess**

Dr. Van Ess provided an update on the recently completed office expansion project at the Lone Tree Campus. The project was completed on time and within budget at $245,000, below the Board approval threshold. Furniture purchases were completed separately. New occupants have moved into spaces and expressed satisfaction with the outcome.

F. **Library Intergovernmental Agreement (IGA) Update – President Heiser**

President Heiser provided a preview of proposed updates to the Flagstaff Library IGA, which will be presented for Board action at the next meeting.

Key points included:
- Lease rate adjustments to better reflect market conditions
- Clarification of responsibilities related to security, parking, and maintenance
- Inclusion of notice provisions tied to upcoming construction requiring temporary library relocation

The City has been aware of the proposed changes for approximately one year and has budgeted accordingly. President Heiser also outlined potential discussions with the City on long-term arrangements following construction, including leasing, purchase options, and land-use alternatives. No decisions have been made beyond the forthcoming IGA amendment.

ADJOURNMENT: The Work Session adjourned at 4:49 pm.

MINUTES PREPARED BY:

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Ms. Kirsten Mead
Board Recorder

ATTEST and APPROVED:

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Mr. Patrick Hurley   Mr. Joey Smith
Vice Chair/Secretary of the Board   Board Chair