

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, JULY 15, 2025, AT 7:00 PM IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

Mayor Leech called the meeting to order at 7:00 p.m.

2. Roll Call.

COUNCIL MEMBERS PRESENT: Mayor Leech, Councilman Adams, Councilman Hatch, Councilman Judd, and Councilman Whipple.

COUNCIL MEMBERS ABSENT: Vice Mayor Kakavas and Councilman Clark.

STAFF MEMBERS PRESENT: F. Morgan Brown, City Manager; Justin Johnson, Deputy City Manager; Brad Provost, Police Chief; Bill Kopp, Public Works Director; Mike Mariscal, Community Services Director; Justen Tregaskes, Planning and Zoning Director; Shane Hemesath, City Engineer; Chris Reid, City Engineer; Rick Austin, Operations Manager; Jacob Allen, Airport Manager; Shannon Adams, Grant Coordinator; Steve North, Economic Development Director; and Rachael Hall, City Clerk.

GUESTS: Chris Hill, Ed and Luanne Lewis, Anne and Andrew Quinn, Randy Hoskins, Brian Martin, Denise Stow, George and Dawn Hall, Chris and Nicole Hudson, Cade and Gracie Hudson, Cohen Hudson, Alayna Lusk, and others.

3. Invocation.

Councilman Judd gave the invocation.

4. Pledge of Allegiance.

Councilman Hatch led the Council and audience in the pledge of allegiance.

5. **CALL TO THE PUBLIC:**

Any citizen desiring to speak on a matter that is within the jurisdiction of the City Council may do so at this time. Comments shall be limited to three minutes per person and shall be addressed to the City Council as a whole, and not to any individual member. Issues raised shall be limited to those within the jurisdiction of the City Council. Pursuant to the Arizona Open Meeting Law, the City Council cannot discuss or act on items presented at this time. At the conclusion of the call to the public, individual City Council members may (1) respond to criticism made by those who have spoken, (2) ask staff to review a matter, and (3) ask that a matter be put on a future agenda.

Andrew T. Quinn, 4521 West Hawthorn Road, addressed the City Council regarding his concerns about ordinance violations and fire safety issues associated with a short-term rental on his street.

6. **SPECIAL EVENTS:**

- A. Recognition of Show Low High School State Champion Welding Fabrication Team

The City Council recognized and congratulated the Show Low High School State Champion Welding Fabrication Team, which consisted of Easton Hatch, Cohen Hudson, and Dallan Rawlings.

- B. Recognition of Retiring Employee, Bill Kopp

The City Council recognized retiring employee Bill Kopp and thanked him for his many years of service.

7. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming August 2025 as **Child Support Awareness Month** in the City of Show Low (Rachael Hall)
- B. Consideration of Resolution No. R2025-32 Rescinding Resolution No. R2024-25 and Adopting Navajo County Multi-Jurisdictional Hazard Mitigation Plan 2024 (Shannon Adams)
- C. Consideration of Resolution No. R2025-23 Approving Revised Intergovernmental Agreement with Navajo County Library District (Mike Mariscal)
- D. Consideration of Commercial Ground Lease and Operating Agreement with Sierra Charlie Aviation and Termination of Commercial Ground Lease and Operating Agreement with O&O Investments at Show Low Regional Airport. (Jacob Allen)
- E. Consideration of Authorization to Purchase Two Caterpillar 305 Next Gen Mini Excavators with Cab (Rick Austin)
- F. Consideration of Authorization to Purchase Furnishings for New Public Works Administration Building (Rick Austin)
- G. Consideration of Authorization to Purchase Playground Equipment for City Park New Pavilion (Rick Austin)
- H. Consideration of Authorization to Purchase Playground Equipment for Show Low Lake Campground (Rick Austin)
- I. Consideration of Acceptance of 2025 City of Show Low Slurry Seal Project, City of Show Low Project No. R-8625 (Shane Hemesath)
- J. Consideration of Acceptance of 2025 Citywide Roadway Improvements, City of Show Low Project No. R-5025 (Shane Hemesath)

- K. Consideration of Acceptance of AquaFlow Int'l, Inc. Automated Self-Serve Bulk Water Loading Station, City of Show Low Project No. W-3925 (Shane Hemesath)
- L. Consideration of Approval of Torreon Centre Office Condominiums Second Amended Final Plat (Justen Tregaskes)
- M. Consideration of Minutes of Show Low City Council meetings:
 - 1. Regular Meeting of June 17, 2025
 - 2. Joint Study Session of June 19, 2025

COUNCILMAN ADAMS MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN WHIPPLE; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

8. **NEW BUSINESS:**

- A. Consideration of Application Submitted by Denise Wiseman Stow on Behalf of Show Low Main Street for Special Event Liquor License for Battle of the Bands and Food Vans at Frontier Fields (Rachael Hall)

Ms. Hall said Denise Wiseman Stow, representing Show Low Main Street, submitted an application for a special event liquor license for the Battle of the Bands and Food Vans at Frontier Fields, scheduled for August 30. Show Low Main Street sponsors this event, which would start at noon and end at 10:00 p.m.

Ms. Hall said the license would allow Show Low Main Street to sell beer and wine during the event. Event participants would enter and exit Frontier Fields through a single entrance. An existing six-foot chain-link fence surrounded the entire area. Alcohol would be sold in the blue area marked "Bar" on the map provided with the application, and participants would be allowed to consume alcohol throughout the field. Additional security personnel would be stationed at the main Frontier Fields entrance and exit, as well as at the beer and wine ticket sales location. Additionally, they would patrol and monitor the fields to ensure that no alcohol was brought onto or leaves the premises, and that there was no underage consumption. The Arizona Rangers would provide security.

Ms. Hall said the Show Low Police Department conducted a background check on the applicant and found no information that would preclude approval of this special event liquor license. The application and action taken by the City Council would be forwarded to the Department of Liquor Licenses and Control. Unlike regular liquor licenses, the City Council's decision was final for such an application.

COUNCILMAN ADAMS MOVED TO APPROVE THE APPLICATION SUBMITTED BY DENISE WISEMAN STOW FOR A SPECIAL EVENT

LIQUOR LICENSE FOR THE BATTLE OF THE BANDS AND FOOD VANS ON AUGUST 30, 2025, AT FRONTIER FIELDS; SECONDED BY COUNCILMAN HATCH; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- B. Consideration of Application Submitted by Peter Tims on Behalf of Arts Alliance of the White Mountains for Special Event Liquor License for Cork and Canvas at Arts Alliance of the White Mountains (Rachael Hall)

Ms. Hall said Peter Tims, representing the Arts Alliance of the White Mountains, submitted an application for a special event liquor license for the Cork and Canvas events at the Arts Alliance of the White Mountains, located at 251 North Penrod Road, scheduled for July 25, August 29, September 26, and October 31, 2025. The Arts Alliance of the White Mountains was the sponsor of these events, which would take place from 5:00 p.m. to 7:00 p.m.

Ms. Hall said the license would permit the Arts Alliance of the White Mountains to serve wine during the event. Event participants would enter and leave the Arts Alliance of the White Mountains through the patron entrance. Alcohol would be served in the area marked "Serving Area" on the provided map, and participants would be permitted to consume alcohol throughout the lobby and main gallery.

Ms. Hall said the Show Low Police Department conducted a background check on the applicant and found no information that would preclude approval of this special event liquor license. The application and action taken by the City Council would be forwarded to the Department of Liquor Licenses and Control. Unlike regular liquor licenses, the City Council's decision was final for such an application.

COUNCILMAN JUDD MOVED TO APPROVE THE APPLICATION SUBMITTED BY PETER TIMS FOR A SPECIAL EVENT LIQUOR LICENSE FOR THE CORK AND CANVAS EVENTS ON JULY 25, AUGUST 29, SEPTEMBER 26, AND OCTOBER 31, 2025, AT THE ARTS ALLIANCE OF THE WHITE MOUNTAINS; SECONDED BY COUNCILMAN WHIPPLE; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- C. Consideration of Resolution No. R2025-30 Adopting City of Show Low Housing Needs Assessment and Action Plan (Steve North)

Mr. North said that on August 8, 2024, the City Council accepted \$100,000.00 from the State Housing Trust Fund Grant for the Local Jurisdiction Affordable Housing Plan and awarded a contract to Matrix Design Group to complete a housing needs assessment and action plan. Matrix presented the findings of the needs assessment to the City Council at a Study Session on April 15, 2025.

Mr. North said that with the information obtained from the housing needs

assessment, staff worked with Matrix Design Group to develop an Affordable Housing Action Plan that sought to:

1. Incentivize Workforce Housing Development
2. Support Senior Housing
3. Diversify Housing Stock
4. Preserve Existing Affordable Housing
5. Utilize Short-Term Rental Revenue
6. Leverage Partnership Opportunities
7. Pursue State and Federal Funding Opportunities

Mr. North said that adoption of the Show Low Housing Needs Assessment and Action Plan was a requirement of the grant and would provide the City with future grant opportunities.

Mr. North said staff recommended adopting Resolution No. R2025-30 to approve the adoption of the City of Show Low Housing Needs Assessment and Action Plan.

COUNCILMAN ADAMS MOVED TO ADOPT RESOLUTION NO. R2025-30 ADOPTING THE CITY OF SHOW LOW HOUSING NEEDS ASSESSMENT AND ACTION PLAN; SECONDED BY MAYOR LEECH; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- D. Consideration of Resolution No. R2025-31 Designating City of Show Low as Destination Marketing Organization for Show Low (Steve North)

Mr. North said that the Arizona Office of Tourism (AOT) had a Rural Cooperative Marketing Program, which offered matching funds to qualifying entities for specific tourism marketing activities. To qualify for the AOT Rural Cooperative Marketing Program and the matching funds associated with it, an entity must be a designated Destination Marketing Organization (DMO).

Mr. North said the attached resolution designated the City of Show Low as the DMO for Show Low indefinitely or until amended and thereby qualified the City of Show Low to participate in the Rural Cooperative Marketing Program and authorized the submission of the DMO affidavit to the AOT.

Mr. North said staff recommended adopting Resolution No. R2025-31 designating the City of Show Low as the DMO for Show Low and authorizing the submission of the DMO affidavit.

COUNCILMAN WHIPPLE MOVED TO APPROVE RESOLUTION NO. R2025-31 DESIGNATING THE CITY OF SHOW LOW AS THE DESTINATION MARKETING ORGANIZATION FOR SHOW LOW AND AUTHORIZING THE SUBMISSION OF THE DESTINATION MARKETING ORGANIZATION AFFIDAVIT TO THE ARIZONA OFFICE OF TOURISM; SECONDED BY COUNCILMAN HATCH; PASSED 5 TO 0 WITH MAYOR LEECH,

COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- E. Consideration of Resolution No. R2025-27 Rescinding Resolution No. R2018-07 and Adopting Revised Rates and Charges at Show Low Regional Airport (Jacob Allen)

Mr. Allen said the City Council had adopted and adjusted airport fees over the years at the Show Low Regional Airport. The last changes to airport fees were adopted on February 20, 2018, in Resolution No. R2018-07. The rates at Show Low Airport had remained the same since 2018.

Mr. Allen said the Show Low Aviation Advisory Committee made recommendations to the City Council regarding the Show Low Regional Airport, including rates and fees. On April 24, 2025, the Aviation Advisory Committee met and voted to recommend approving the proposed changes to the current rates and new charges to the Schedule of Rates and Charges at the Show Low Regional Airport as set forth in Exhibit A of the Resolution. The proposed increases assisted in the operation and maintenance of the Airport.

Mr. Allen said in accordance with A.R.S. §9-499.15, notice of the proposed rate changes and new charges to the Show Low Regional Airport's Schedule of Rates and Charges was posted on the City's website for 60 days.

Mr. Allen said staff recommended adopting Resolution No. R2025-27, rescinding Resolution No. R2018-07 and approving revised rates and charges at the Show Low Regional Airport.

Councilman Judd asked if any feedback had been received regarding the proposed rate increases. Mr. Allen said no feedback was received, and the rates were still relatively low. He said the airport fees were in line with other cities around the state.

COUNCILMAN ADAMS MOVED TO ADOPT RESOLUTION R2025-27, RESCINDING RESOLUTION NO. R2018-07 AND APPROVING REVISED RATES AND CHARGES AT THE SHOW LOW REGIONAL AIRPORT; SECONDED BY MAYOR LEECH; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- F. Consideration of Resolution No. R2025-26 Adopting a Holdover Fee for Commercial Lease and Operating Agreements at Show Low Regional Airport (Jacob Allen)

Mr. Allen said that the City utilized the standard form contract, "Commercial Ground Lease and Operating Agreement," and staff had proposed a new "Commercial City-Owned Hangar Lease and Operating Agreement" at the Show Low Regional Airport. The current "Commercial Ground Lease and Operating Agreement" did not include an additional fee beyond the rent to address the situation when a lessee failed to vacate the premises after the

expiration or termination of the lease. A recent tenant at the airport highlighted the issue when they remained on the premises several weeks after the expiration of their lease.

Mr. Allen said a Holdover Fee served as a disincentive for the lessee to remain on the premises after the lease had expired or been terminated. It was in the interest of the City to have leased premises promptly and timely vacated at the expiration or termination of the lease to allow for a new leaseholder.

Mr. Allen said that on February 24, 2025, the Show Low Aviation Advisory Committee was presented with information on the Holdover Fee and voted to recommend approving the amendments to the current and proposed agreements, including the Holdover Fee at a rate of two times the monthly rent as specified in this Lease Agreement. In accordance with A.R.S. §9-499.15, notice of the proposed Holdover Fee was posted for 60 days on the City's website.

Mr. Allen said staff recommended approving Resolution No. R2025-26 Adopting a Holdover Fee for the "Commercial Ground Lease and Operating Agreement" and proposed "Commercial City-Owned Hangar Lease and Operating Agreement" at Show Low Regional Airport.

COUNCILMAN ADAMS MOVED TO ADOPT RESOLUTION NO. R2025-26 ADOPTING A HOLDOVER FEE FOR THE COMMERCIAL LEASE AND OPERATING AGREEMENTS AT SHOW LOW REGIONAL AIRPORT; SECONDED BY COUNCILMAN HATCH; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- G. Consideration of Resolution No. R2025-28 Rescinding Resolution No. R2023-22 and Approving Fourth Amended Standard Form Contracts Policy and Changes to Standard Form Contracts (Jacob Allen)

Mr. Allen said that on December 5, 2006, the City Council adopted Resolution No. R2006-54, which approved a Standard Form Contracts Policy comprising 11 standard form contracts. On August 21, 2007, the City Council adopted Resolution No. R2007-43, rescinding Resolution No. R2006-54 and adopting a First Amended Standard Form Contracts Policy to add a standard Police Extra-Duty Services Agreement. On September 7, 2010, the City Council adopted Resolution No. R2010-39, rescinding Resolution No. R2007-43 and adopting a Second Amended Standard Form Contracts Policy to add a standard contract for Independent Contractor Services. On December 5, 2023, the City Council adopted Resolution No. R2023-22 to add five new standard form contracts.

Mr. Allen said the City Attorney had recommended that the City Council approve a new standard form contract for a Commercial City-Owned Hangar Lease and Operating Agreement, which would help distinguish and clarify the requirements specific to city-owned hangars. Furthermore, it was recommended that substantive changes be made to the Commercial Ground

Lease and Operating Agreement, including the introduction of a Holdover Fee for tenants who do not vacate the premises in a timely manner upon the expiration or termination of the lease agreement. As recommended by the Show Low Aviation Committee on February 24, 2025, the recommended Holdover Fee was a rate of two times the monthly rent as specified in the Lease Agreement.

Mr. Allen said staff recommended adopting Resolution No. R2025-28, rescinding Resolution No. R2023-22, and approving a Fourth Amended Standard Form Contracts Policy by adding a Commercial City-Owned Hangar Lease and Operating Agreement, and approving changes to the Commercial Ground Lease and Operating Agreement.

Mayor Leech asked about the Holdover Fee. Mr. Allen said that the Holdover Fee was a penalty applied to lessees who fail to vacate a hangar in a timely manner after their lease had expired.

COUNCILMAN JUDD MOVED TO ADOPT RESOLUTION NO. R2025-28, RESCINDING RESOLUTION NO. R2023-22, AND APPROVING A FOURTH AMENDED STANDARD FORM CONTRACTS POLICY BY ADDING A COMMERCIAL CITY-OWNED HANGAR LEASE AND OPERATING AGREEMENT AND MAKING SUBSTANTIVE CHANGES TO THE COMMERCIAL GROUND LEASE AND OPERATING AGREEMENT; SECONDED BY COUNCILMAN ADAMS; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- H. Consideration of Award of Contract for Window Cleaning Services for City Buildings, City of Show Low Project No. FM-7825 (Rick Austin)

Mr. Austin said on April 11, 2025, a Request for Sealed Quotes was posted to the City's website and published in the White Mountain Independent for window cleaning services, twice annually, for seven City facilities. He said only one company submitted a sealed quote by the due date of April 30, 2025. Aadland Enterprises, Inc. submitted a bid with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Aadland Enterprises, Inc., dba Frog Window Cleaners	\$11,970.00 per year

Mr. Austin said that the term of the agreement was for five years.

Mr. Austin said staff recommended awarding the services contract for the City's window cleaning, City of Show Low Project No. FM-7825 to Aadland Enterprises, Inc., dba Frog Window Cleaners, in an amount of \$11,970.00 per year, \$59,850.00 for a five-year period.

COUNCILMAN WHIPPLE MOVED TO AWARD THE CONTRACT FOR THE CITY'S WINDOW CLEANING SERVICES, CITY OF SHOW LOW PROJECT

NO. FM-7825 TO AADLAND ENTERPRISES, INC., DBA FROG WINDOW CLEANERS, IN THE AMOUNT OF \$11,970.00 ANNUALLY AND FOR A FIVE-YEAR TOTAL OF \$59,850.00; SECONDED BY COUNCILMAN ADAMS; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- I. Consideration of Approval of Lease to Purchase Agreement for Laptop Computers and Associated Equipment (Brad Provost)

Chief Provost said that the Show Low Police Department currently purchased approximately seven semi-rugged laptops annually for patrol operations. These laptops replaced older versions of the same laptop each year and were used in patrol vehicles. Additionally, desktop computers were purchased to replace desktop computers in patrol supervisor offices and the officer writing room.

Chief Provost said Dell Technologies had provided a solution to upgrade all officer laptop computers at the same time. This would eliminate the need for patrol desktop computers by installing a laptop docking station at each supervisor's desk and the officer writing area. The total cost of the new laptop agreement was expected to save the City approximately \$4,000.00 per year and eliminate the need for patrol desktop computers. This transition would increase operational efficiency and connectivity and reduce cybersecurity risks.

Chief Provost said that the proposal from Dell Technologies, Inc. included 32 semi-rugged laptop computers, two rugged extreme tablets, and a tablet keyboard for a total of \$130,323.45. By financing the laptops through Dell Financial Services for five years, the annual cost would be \$26,064.69. The City would own the laptops after the final payment. All laptops carried a five-year warranty and were superior to the current laptops used by the police department. The reported expected lifespan of the laptops was five to seven years.

Chief Provost said that Dell Technologies, Inc. provided pricing for laptops and equipment under state-contracted pricing. Staff recommended authorizing the lease-to-purchase agreement for new laptop computers from Dell Technologies, Inc., in an amount not to exceed \$130,323.45, paid in five annual payments of \$26,064.69, and authorizing the associated budget transfers.

COUNCILMAN HATCH MOVED TO AUTHORIZE THE LEASE-TO-PURCHASE AGREEMENT FOR 32 LAPTOP COMPUTERS AND ASSOCIATED EQUIPMENT FROM DELL TECHNOLOGIES, INC. IN AN AMOUNT NOT TO EXCEED \$130,323.45, PAID IN FIVE ANNUAL INSTALLMENTS OF \$26,064.69; SECONDED BY COUNCILMAN WHIPPLE; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- J. Consideration of Resolution No. R2025-24 Rescinding Resolution No. R2018-12 and Approving Intergovernmental Dispatching Services Agreement (Brad Provost)

Chief Provost said on May 1, 2018, the City Council adopted Resolution No. R2018-12 approving an Intergovernmental Agreement (IGA) with several local fire departments and police departments to provide emergency dispatch services. The Agreement auto-renewed on June 30, 2025; however, the City was adding several new agencies, and all parties were aware of the new IGA.

Chief Provost said the Regional Communications Center currently provided dispatching services for the following agencies: Show Low Police Department, Pinetop-Lakeside Police Department, Snowflake-Taylor Police Department, Timber Mesa Fire and Medical District, Heber Overgaard Fire Department, Taylor-Snowflake Fire Department, Pinetop Fire Department, and Pinedale-Clay Springs Fire Department.

Chief Provost said that this IGA added the Towns of Springerville and Eagar (Round Valley Police Department and Round Valley Fire and Medical Department), as well as the Vernon Fire Department, to the group. The City Attorney reviewed the current IGA and recommended several changes to update and clarify certain language.

Chief Provost said staff recommended adopting Resolution No. R2025-24 rescinding Resolution No. R2018-12 and approving the Intergovernmental Dispatching Services Agreement for emergency dispatch services.

Mayor Leech asked if adding more agencies to the dispatching center would require the City to add additional staff. Chief Provost said that would depend on the additional calls for service. At this time, no additional staff would need to be hired. If the volume of calls for service increased, then additional staff may be needed.

Mayor Leech asked how many dispatchers could fit in the new building. Chief Provost said that there were currently eight consoles, with room to expand to twelve.

Councilman Whipple asked if the City received additional revenue from these other agencies to help cover the costs of the dispatchers. Chief Provost said yes, every agency paid the same cost per call, which was approximately \$47.62 per call.

COUNCILMAN ADAMS MOVED TO ADOPT RESOLUTION NO. R2025-24 RESCINDING RESOLUTION NO. R2018-12 AND APPROVING THE INTERGOVERNMENTAL DISPATCHING SERVICES AGREEMENT FOR EMERGENCY DISPATCH SERVICES; SECONDED BY MAYOR LEECH; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- K. Consideration of Acceptance of North 11th Street Sidewalk Improvement Project and Approval of Scope Revision, City of Show Low Project No. R-2025 (Shane Hemesath)

Mr. Hemesath said the City Council passed Resolution No. R2024-31 to enter into an Intergovernmental Agreement with the Arizona Department of Transportation to exchange federal Surface Transportation Block Grant (STBG) Funding for Arizona State Highway User Revenue Fund (HURF) funds to construct the North 11th Street Sidewalk project. The HURF exchange program allowed local communities the flexibility to complete projects with state funding to remove the excessive administrative requirements associated with federal funds. The total grant funding received for the project was \$555,300.00.

Mr. Hemesath said the scope of the project was to reconstruct the east side of North 11th Street from East Cooley to East Huning. The project consisted of removing old existing concrete and asphalt, installing a new ADA-compliant sidewalk with ramps, roadside parking, concrete pavers, conduit sleeves for future lighting and landscaping improvements, as well as required drainage infrastructure required by the improvements. Asphalt roadway and parking areas were re-paved, and new pavement markings were installed.

Mr. Hemesath said staff solicited bids from contractors for the project. The City Council awarded the construction contract to Western Grade LLC for an amount not to exceed \$418,052.75. After receiving a bid lower than the grant funding allocated for the project, staff looked for additional scope to add to the project to utilize the HURF Exchange grant funding. The two through lanes for North 11th Street were not originally included in the scope of work. The City added additional paving on North 11th Street in the amount of \$123,575.00 to utilize those funds. The project was now complete with a final construction cost of \$541,627.75.

Mr. Hemesath said staff recommended accepting the construction of the North 11th Street Sidewalk Improvement Project, City of Show Low Project No. R-2025, approving the scope revision of \$123,575.00, resulting in a total project cost of \$541,627.75, releasing the final payment, and initiating the two-year warranty period.

COUNCILMAN WHIPPLE MOVED TO ACCEPT THE CONSTRUCTION FOR THE NORTH 11TH STREET SIDEWALK IMPROVEMENT PROJECT, CITY OF SHOW LOW, PROJECT NO. R-2025, APPROVE THE SCOPE REVISION OF \$123,575.00, RESULTING IN A TOTAL PROJECT COST OF \$541,627.75, RELEASE THE FINAL PAYMENT, AND INITIATE THE TWO-YEAR WARRANTY PERIOD; SECONDED BY COUNCILMAN ADAMS; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- L. Consideration of Resolution No. R2025-29 Approving Bulk Water Rates (Shane Hemesath)

Mr. Hemesath said that the City had received an increasing number of requests for potable water bulk sales from both bulk water haulers and private parties. In order to address this demand, the City purchased and installed a bulk water facility. Bulk water customers would be able to purchase water using a credit card or an account code. This water would be potable at the delivery point. The City would not be liable for any contamination that occurred after being dispensed at the delivery point. The facility was not for use by pesticide or any other chemical application devices.

Mr. Hemesath said that, according to City Code, the City Council was responsible for setting the water rate. Staff proposed that the bulk water fee at the bulk water facility be a minimum of \$15.00 for each 1,000 gallons or less (example: 1,500 gallons = \$30.00, 500 gallons = \$15.00). The purchaser would also be responsible for paying any card user fees associated with the transaction. The fees were also subject to annual Consumer Price Index fees.

Mr. Hemesath said staff recommended adopting Resolution No. R2025-29 approving bulk water rates.

Mayor Leech asked where the bulk water station was located. Mr. Hemesath said it was located outside the public works building on Thornton Road.

COUNCILMAN JUDD MOVED TO ADOPT RESOLUTION NO. R2025-29 APPROVING BULK WATER RATES; SECONDED BY COUNCILMAN WHIPPLE; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- M. Consideration of Resolution No. R2025-25 Establishing Street Light Improvement District Secondary Property Tax Levy for Fiscal Year 2026 at \$250,000.00 (Justin Johnson)

Mr. Johnson said that on June 17, 2025, the City Council held a public hearing on the fiscal year 2026 final budget and the secondary tax levy contained in this action. Property taxes collected within the Street Light Improvement District were utilized to pay utility costs of the street and park lights within the district.

Mr. Johnson said that, based on current assessed valuations, the proposed tax levy of \$250,000.00 would remain unchanged at a rate of \$0.1401 per \$100.00 of assessed valuation. At this rate, a home with an assessed value of \$150,000.00 would pay \$17.86 annually.

Mr. Johnson said staff recommended adopting Resolution No. R2025-25 establishing the Street Light Improvement District secondary property tax levy for fiscal year 2025 at \$250,000.00.

COUNCILMAN WHIPPLE MOVED TO ADOPT RESOLUTION NO. R2025-25 ESTABLISHING THE STREET LIGHT IMPROVEMENT DISTRICT SECONDARY PROPERTY TAX LEVY FOR FISCAL YEAR 2026 AT

\$250,000.00; SECONDED BY COUNCILMAN HATCH; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- N. Consideration of Award of Pre-Construction Contract for Show Low Sports and Event Center Design Build, City of Show Low Project FM-4625 (Bill Kopp)

Mr. Kopp said that at its regular meeting on January 21, 2025, the City Council directed staff to move forward with selecting a Design-Build Team to provide conceptual designs for a Sports and Event Center.

Mr. Kopp said previous studies had determined that the facility would be in the range of 90,000 to 115,000 square feet. The building would be multi-use, and the proposed facility would be designed to accommodate six to eight basketball courts. It would also be configured to alternatively house a 200-foot by 85-foot multi-sport arena, as well as concert, convention, and trade show space. Seating could be a combination of fixed seating and retractable seating. The proposed facility would include seating, either fixed or retractable, and the number of seats would be determined during the design phase of the project. The preliminary scope also included additional spaces to house 10,000 square feet of meeting rooms, spaces for food preparation/service areas, and indoor/outdoor family areas. The building would have locker rooms and ADA code-compliant restrooms. The design may also include an inside perimeter walking/jogging track. Acoustic treatments would be installed to enhance the user experience during sports and music events. Scoreboards and other audiovisual installations would be included in the project scope. The facility would be situated on a nine-acre parcel at Show Low Bluff. Site grading and utility design and construction would also be included. The project would also accommodate approximately 600 parking spaces.

Mr. Kopp said that the selected project delivery method was a Design-Build, which was a qualifications-based selection process and followed statutory requirements. Staff advertised a Request for Qualifications. Eight Statements of Qualifications (SOQ) were received. Arizona Revised Statutes Title 34 required a seven-member selection committee to be established. The committee must include a licensed engineer and a licensed contractor. The remainder of the committee included the Mayor and City senior staff. The selection committee scored the SOQs and established a shortlist of three firms. The three finalists prepared and presented a concept design for the selection committee to consider. The concepts were based on an available budget of \$35 million. The Haydon Companies, LLC team was the highest ranked of the submitting teams.

Mr. Kopp said after the selection, staff met with the Haydon Companies, LLC team to finalize the project scope and contract and negotiate the fees. A copy of the final scope and fees for the pre-construction services was included in the Council packet and was an attachment to the Professional Services Contract.

Mr. Kopp said the design-build process would be performed in two phases: Pre-

construction and Construction. A Guaranteed Maximum Price (GMP) for construction would be established in the Pre-construction phase. A contract amendment would be prepared for City Council consideration of the GMP. The pre-construction phase would include programming, schematic design, design development, and construction documents. Pre-construction was where the project design elements, amenities, and esthetics would be determined. City Council would be included in the pre-construction phase.

Mr. Kopp said staff recommended approving the pre-construction contract for Show Low Sports and Event Center Design Build, City of Show Low Project FM-4625, to Haydon Companies, LLC, in an amount not to exceed \$4,008,654.00.

Mayor Leech said the City would be looking for the public's input on this project.

COUNCILMAN HATCH MOVED TO APPROVE THE PRE-CONSTRUCTION CONTRACT FOR SHOW LOW SPORTS AND EVENT CENTER DESIGN BUILD, CITY OF SHOW LOW PROJECT FM-4625 TO HAYDON COMPANIES, LLC, IN AN AMOUNT NOT TO EXCEED \$4,008,654.00; SECONDED BY COUNCILMAN WHIPPLE; PASSED 5 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Adams thanked staff for the Fourth of July events.

B. Mayor

Mayor Leech reminded citizens to drive carefully during the summer months.

C. City Manager

Mr. Brown said that the recreation department would be hosting the annual mini-mud run for kids ages two to ten on Saturday, July 26, at City Park on the Senior Field. The theme was "Wild Wild West", and registration could be done online or in person at the aquatic center.

Mr. Brown said the White Mountain Community Garden was hosting an Open House on August 9, at the White Mountain Community Garden.

Mr. Brown said that the City would be hosting a shred event on Saturday, September 13, at City Hall in the south parking lot. This was a great way for residents to dispose of sensitive documents properly.

10. **SCHEDULE OF MEETINGS:**

Scheduling of meetings, which may be brought up at this time.

Mr. Brown said the regular City Council meeting on August 19, 2025, would be canceled due to the City Council and staff attending the Annual League of Arizona Cities and Towns Conference.

11. **ADJOURNMENT:**

There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL OF JULY 15, 2025, AT 8:06 P.M.**

ATTEST:



Rachael Hall, City Clerk

APPROVED:



John Leech, Jr., Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the City Council of Show Low held on July 15, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 5th day of August, 2025.

(SEAL)



Rachael Hall, City Clerk