

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, NOVEMBER 4, 2025, AT 7:00 PM IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

Tatum Moore, for Mayor Leech, called the meeting to order at 7:00 p.m.

2. Roll Call.

COUNCIL MEMBERS PRESENT: Mayor Leech, Vice Mayor Kakavas, Councilman Adams, Councilman Clark, Councilman Hatch, Councilman Judd, Councilman Whipple

COUNCIL MEMBERS ABSENT: None.

STAFF MEMBERS PRESENT: F. Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Greg Westover, Police Commander; Mike Mariscal, Community Services Director; Shane Hemesath, Public Works Director; Justen Tregaskes, Planning and Zoning Director; Chris Reid, City Engineer; Rick Austin, Public Works Operator Manager; and Rachael Hall, City Clerk.

GUESTS: Show Low High School Student Council (Tatum Moore, Sophie Ellis, Bentley Perkins, Reyna De Latorre, Dax Clark, Marty Russel, Kyson Kulish, and others), John Hannah, Kelci Zampedri, Amber Beeler, Shaun and Beth Kulish, Doug Roberts, and others.

3. Invocation.

Dax Clark gave the invocation.

4. Pledge of Allegiance.

Sophie Ellis 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.

None.

6. **SPECIAL EVENTS:**

A. Presentation on the Giving Machine

Kelci Zampedri and Amber Beeler introduced the Giving Machine, a holiday donation machine, which would be placed in the Show Low Meadow Barn from November 18 through December 2. Ms. Beeler said the Giving Machine would be available for public use daily from 9:00 a.m. to 9:00 p.m., a special event, such as musical performances, would be held every evening at 6:00 p.m. for community enjoyment.

Mayor Leech and Councilman Adams welcomed the Giving Machine to the community and asked for more information regarding the program. Ms. Beeler said the Giving Machine was much like a vending machine, where users could select an item to donate. Contributions would support local, statewide and global charities.

B. Presentation on Traffic Strategies by Show Low Police Department

Commander Westover gave an overview regarding traffic strategies for Show Low Police Department. He said the Police Department objectives were to implement "The 3 E's Strategy", which included Enforcement, Engineering, and Education. He reviewed vehicle volume within the City for July and August 2025, which showed over 3.4 million vehicle volume in one month and over 1.1 million unique vehicles from July 24 through August 21.

Commander Westover reviewed the areas within the City where most accidents occurred and said injury and fatal accidents were decreasing since 2023. He reviewed "The 3 E's Strategy." He said "Enforcement" included staffing improvements, place-based policing, and regional partnerships. He said "Engineering" included road studies, speed management, and City and Arizona Department of Transportation collaboration. He said "Education" included traffic study campaign, youth outreach, and regional messaging.

7. **CONSENT CALENDAR:**

- A. Consideration of Acceptance of Commercial Roof Replacement of Three-Bay Hangar, City of Show Low Project No. 7502641 (Rick Austin)
- B. Consideration of Acceptance of Aquatic Center Pool Replaster and Repair, City of Show Low Project No. 7852648 (Rick Austin)

- C. Consideration of Award of Construction Contract for Manhole Replacement Job Order Contract Job Order No. 2, City of Show Low Project No. 7552680 (Chris Reid)

- D. Consideration of Minutes of Show Low City Council meetings:

- 1. Regular Meeting of October 21, 2025

COUNCILMAN ADAMS MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN JUDD; PASSED 7 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

8. **NEW BUSINESS:**

- A. **PUBLIC HEARING** and Consideration of Ordinance No. 2025-05, Amending Title 17, Land Development, of City Code by Amending Title 17 to Allow For Plat Approvals In Accordance with HB2447, and Amending Title 17 to Allow the Public Works Director to Approve Certain Public Improvements and Adopting Resolution No. R2025-42 Declaring as Public Record that Documents Titled "Title 17 Land Development" (Justen Tregaskes)

Mr. Tregaskes said during the recent Arizona State Legislative session, the Legislature passed House Bill 2447 (HB2447). This bill required cities and towns to amend their codes to allow for certain at-risk grading projects. This bill also required cities and towns to approve preliminary and final plats without a public hearing. In response to these new requirements, staff prepared amendments to Title, 17, Land Development, to address these requirements.

Mr. Tregaskes said as outlined, Ordinance No. 2025-05 would amend Title 17, Land Development, to address new statutory requirements for plat approval. Statutory requirements for at-risk grading would be addressed through another agenda time and adoption of Ordinance No. 2025-06. The proposed revisions clarified the wording for approval of preliminary and final plats by City Council without a public hearing. Preliminary plats would no longer be reviewed by the Planning and Zoning Commission.

Mr. Tregaskes said any requirements for the development of the property must either be included in existing City Code, or be stipulated to by the developer. Also included in the proposed Title 17 revisions was the ability for the Public Works Director to approve certain public infrastructure.

Mr. Tregaskes said HB2447 required that these changes be made and be in effect for 2026. Staff recommended adopting Ordinance No. 2025-05 and Resolution No. R2025-42 with an effective date of December 31, 2025.

BY UNANIMOUS CONSENT, MS. HALL READ ORDINANCE NO. 2025-05 BY TITLE ONLY, AS ALL COUNCIL MEMBERS HAD A COPY.

COUNCILMAN HATCH MOVED TO ADOPT ORDINANCE NO. 2025-05, AMENDING TITLE 17 OF THE SHOW LOW CITY CODE, AND RESOLUTION NO. R2025-42, DECLARING AS A PUBLIC RECORD THE DOCUMENT TITLED "TITLE 17 LAND DEVELOPMENT"; SECONDED BY COUNCILMAN WHIPPLE; PASSED 7 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- B. **PUBLIC HEARING** and Consideration of Ordinance No. 2025-06, Amending Title 17, Land Development, of City Code by Adding Title 17.30, At-Risk Grading, and Renumbering Title 17.35, Modifications, Appeals, and Enforcements, and Adopting Resolution No. R2025-43 Declaring as Public Record that Documents Titled "Title 17 Land Development" (Justen Tregaskes)

Mr. Tregaskes said during the recent legislative session, the legislature passed HB2447. This bill required cities and towns to amend their codes to allow for certain at-risk grading projects. This bill also required cities and towns to approve preliminary and final plats without a public hearing. In response to these new requirements, staff prepared amendments to Title, 17, Land Development, to address these requirements.

Mr. Tregaskes said as outlined, the proposed revisions would rename Title 17.30 from "Modifications, Appeals, and Enforcement" to "At-Risk Grading". "Modifications, Appeals and Enforcement" would be renumbered from 17.30 to 17.35. This new section would allow for at-risk grading to take place under specific circumstances. Included in these requirements was a six-month timeframe to obtain a building permit, a requirement that building plans for the site be submitted, and a bond for restoring the site back to the original condition if a building permit is not obtained within the six-month timeframe. Changes to the wording required for approval of preliminary and final plats had been addressed through Ordinance No. 2025-05.

Mr. Tregaskes said HB2447 required that these changes be made and be in effect for 2026. Staff recommends adopting Ordinance No. 2025-06 and Resolution No. R2025-43 with an effective date of December 31, 2025.

BY UNANIMOUS CONSENT, READ ORDINANCE NO. 2025-06 BY TITLE ONLY, AS ALL COUNCIL MEMBERS HAVE A COPY.

COUNCILMAN JUDD MOVED TO ADOPT ORDINANCE NO. 2025-06,

AMENDING TITLE 17 OF THE SHOW LOW CITY CODE, AND RESOLUTION NO. R2025-43, DECLARING AS A PUBLIC RECORD THE DOCUMENT TITLED "TITLE 17 LAND DEVELOPMENT"; SECONDED BY COUNCILMAN CLARK; PASSED 7 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

C. Consideration of Resolution No. R2025-41 Adopting Pickleball Court Reservation Policy and Fees (Mike Mariscal)

Mr. Mariscal said in 2019, the City had four pickleball courts built and made improvements to other recreational facilities within the Show Low City Campus. As the popularity of pickleball continued to increase, in 2023, the City had another eight more pickleball courts constructed.

Mr. Mariscal said the City continued to see an increase in pickleball play and received many requests to reserve court space for private and tournament play. City staff proposed adopting a Pickleball Court Reservation Policy and Fee Schedule. The purpose of the policy was to enhance the playing experience for the City's community pickleball players. Implementing a structured court reservation system would provide opportunities for organized private matches and tournaments, ensuring fair access and better enjoyment of the sport. Creating a fair and transparent reservation process would benefit both organized groups and individual players, allowing everyone to enjoy the game in a more organized and inclusive manner.

Mr. Mariscal said staff recommended adopting Resolution No. R2025-41, approving Pickleball Court Reservation Policy and Fees.

Mayor Leech asked if anyone in the community has asked for this policy. Mr. Mariscal said the pickleball community asked for this policy to help with private and tournament play.

Councilman Clark asked if the Show Low Parks and Recreation Advisory Board had discussed this policy. Mr. Mariscal said yes, the Show Low Parks and Recreation Advisory Board had discussed the policy at their last meeting and were in favor of the policy.

COUNCILMAN ADAMS MOVED TO ADOPT RESOLUTION NO. R2025-41 ADOPTING A PICKLEBALL COURT RESERVATION POLICY AND FEES; SECONDED BY VICE MAYOR KAKAVAS; PASSED 7 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

D. Consideration of Award of Construction Contract for Water Storage Tank

Maintenance Job Order Contract, City of Show Low Project No. 7602689 (Shane Hemesath)

Mr. Hemesath said the Annual Capital Improvement Project budget included approximately \$250,000 each year for Water Tank Maintenance citywide. The City currently owned and operated 11 water storage tanks with approximately 8.4 million gallons of storage. These tanks routinely required maintenance to the steel structure, interior and exterior paint, venting, ladder access, and manway ports. Multiple projects a year were sometimes required. The work would take place at various locations citywide in Show Low, Arizona.

Mr. Hemesath said due to the yearly nature of the work, a Job Order Contract was developed to manage the projects. A three-year Job Order Contract (with two additional one-year extensions possible) was advertised to request a submittal of qualifications to select contractors that were qualified to bid on the yearly job orders.

Mr. Hemesath said five contractors submitted statements of qualifications to highlight their capabilities to perform the requested work. A review panel, meeting the qualifications outlined in the Arizona State Statutes, was assembled to review the statement of qualifications.

Contractors that submitted Statements of Qualifications:

L & M Painting
L D & B, LLC
Professional Piping Systems
Riley Industrial Services, Inc.
Viking Painting, LLC

Mr. Hemesath said similar with the City's Well JOC contracts, it was determined the selection of contractors who could participate in the JOC contract would be those who received the top three highest ranked Statement of Qualifications.

The top three ranking companies are as follows:

L & M Painting
Riley Industrial Services, Inc.
Professional Piping Systems

Mr. Hemesath said staff recommended awarding the construction contract for Water Storage Tank Job Order Contract, City of Show Low Project No. 7602689, to L & M Painting, Riley Industrial Services, Inc. and Professional Piping Systems. Job Order #1 will be released in the upcoming months allowing the selected contractors to bid on the water tank maintenance work.

COUNCILMAN WHIPPLE MOVED TO AWARD THE CONSTRUCTION

CONTRACT FOR THE WATER STORAGE TANK JOB ORDER CONTRACT, CITY OF SHOW LOW PROJECT NO. 7602689, TO L & M PAINTING, RILEY INDUSTRIAL SERVICES, INC. AND PROFESSIONAL PIPING SYSTEMS; SECONDED BY COUNCILMAN HATCH; PASSED 7 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- E. Consideration of Award of Professional Services Contract for SCADA Improvements to Well 19, Well 20, and 300K Water Storage Tank, City of Show Low Project No. 76026105 and 76026104 and Authorization of Associated Budget Transfers (Shane Hemesath)

Mr. Hemesath said the approved fiscal year 2026 budget included funding for the rehabilitation of the 300K water storage and water production site. Well 19 and well 20 were the production components of the 300K storage tank, and during the tank rehabilitation, staff had been working with the Well JOC contractors to bring the wells back online. The wells are installed and ready to begin production.

Mr. Hemesath said the wells were not currently included in the City's Supervisory Control and Data Acquisition (SCADA) Control System. This system allowed staff to monitor and fully control the facilities on the computer vs manual operation.

Mr. Hemesath said PACE Advanced Water Engineering was the design firm that had recently completed SCADA upgrades within the City's current system. Staff contacted PACE for a proposal to make the necessary modifications on the SCADA system to include well 19 and well 20.

Mr. Hemesath said the scope included installing necessary hardware and software modifications to the system to include the wells as they come back on-line. A detailed scope of work was also included in the Council packet.

Mr. Hemesath said staff recommended approving the Professional Services Contract for Supervisory Control and Data Acquisition (SCADA) Control System improvements for Well 19 and Well 20 to PACE Advanced Water Engineering in an amount not to exceed \$90,700.

COUNCILMAN CLARK MOVED TO APPROVE THE PROFESSIONAL SERVICES CONTRACT FOR SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) CONTROL SYSTEM IMPROVEMENTS FOR WELL 19, WELL 20, AND 300K WATER STORAGE TANK TO PACE ADVANCED WATER ENGINEERING IN AN AMOUNT NOT TO EXCEED \$90,700; SECONDED BY VICE MAYOR KAKAVAS; PASSED 7 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN

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

9. SUMMARY OF CURRENT EVENTS:

A. Council Members

Councilman Adams thanked staff for working on the Christmas lights around the City.

B. Mayor

Mayor Leech thanked Commander Westover for presenting the traffic strategies. He also thanked the Show Low High School students for conducting the City Council meeting and participating in Student Government Day.

C. Show Low High School Students

Bentley Perkins, Show Low High School Spirit Leader, said a few members from the Show Low High School were able to attend the Annual League of Arizona Cities and Towns Youth Conference and enjoyed the experience. She thanked the City for the opportunity to attend the Conference.

Bristol McCombie, Show Low High School student said the Youth Conference was an amazing experience where the students were able to interact with students from other municipalities who were involved with student government to talk about new ideas and perspectives. She said it helped the students work on networking skills that would help them in the future. She thanked the City Council and City staff for the opportunity to attend the Conference.

D. City Manager

Mr. Brown said there was a Celebration of Life and Legacy of Service for fallen Officer Darrin Reed on November 8 at 6:00 p.m. at the Show Low Public Safety Headquarters.

Mr. Brown said the Show Low Shines Christmas Light Parade would be on December 6, starting at 6:30 p.m. followed by the Christmas Tree Lighting in front of City Hall. More information would be posted on the City's social media pages and website.

Mr. Brown said the recreation department would host the first annual Christmas Tree Trail. Much like the Scarecrow Walk, the Christmas Tree Trail would feature decorated Christmas trees along the Meadow Trail for all to enjoy. Registration had begun and would go through November 29, those

interested can register at the Show Low Family Aquatic Center.

Mr. Brown said in public works projects, the City's contractor completed the concrete work on the Airport parking project and would begin paving next week. Crews continued to work on paving in Sierra Pines and the work should be completed next week.

10. **SCHEDULE OF MEETINGS:**

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

Mr. Brown said the City Council would hold only one council meeting this month, December and January. The next meetings would be held on December 9 and January 20.

**COUNCILMAN CLARK MOVED TO RECESS INTO EXECUTIVE SESSION;
SECONDED BY COUNCILMAN ADAMS, PASSED 7 TO 0 WITH MAYOR
LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN
CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN
WHIPPLE VOTING IN FAVOR.**

The Show Low City Council recessed into Executive Session at 7:40 p.m.

11. **EXECUTIVE SESSION:**

A. Confidentiality Statement.

B. Discussion or consultation for legal advice with the attorney or attorneys of the public body or with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property pursuant to A.R.S. Sections 38- 431.03(A)(3) and 38-431.03(A)(7).

- (1) A.P. No. 210-16-100H
- (2) A.P. No. 210-02-013F
- (3) A.P. No. 210-02-013D
- (4) A.P. No. 210-13-060F

C. Discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law. Pursuant to A.R.S. Section 38-431.03(A)(2)

- (1) Executive Session Minutes of March 18, 2025
- (2) Executive Session Minutes of May 6, 2025

(3) Executive Session Minutes of August 5, 2025

- D. Discussion or consultation for legal advice with the attorney or attorneys of the public body or with designated representatives of the public body in order to consider its position and instruct its representatives regarding contracts that are the subject of negotiation pursuant to A.R.S. Sections 38-431.03(A)(3) and 38-431.03(A)(4).

(1) *LEGAL ADVICE REGARDING DEVELOPMENT AGREEMENT WITH WHITE MOUNTAIN ADVISORY GROUP AND MASTER UTILITY SERVICE AGREEMENT WITH SUSTAINABILITY PARTNERS FOR WORKFORCE HOUSING PROJECT

12. POST EXECUTIVE SESSION:

The Show Low City Council reconvened to Open Session at 8:47 p.m.

- A. Consideration of any item on the Executive Session portion of this agenda which the Council may wish to take action upon in Open Session.
- B. Consideration of Approval of the Minutes of the Executive Session of the Show Low City Council held on March 18, May 6, and August 5, 2025.

COUNCILMAN CLARK MOVED TO APPROVE THE EXECUTIVE SESSION MINUTES HELD ON MARCH 18, MAY 6, AND AUGUST 8, 2025; SECONDED BY COUNCILMAN JUDD; PASSED 7 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

13. 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 NOVEMBER 4, 2025, AT 8:48 P.M.**

ATTEST:

APPROVED:

Rachael Hall, City Clerk

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 November 4, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

(SEAL)

Rachael Hall, City Clerk