

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, APRIL 4, 2023, AT 7:00 P.M. 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, Vice Mayor Kakavas, Councilman Adams, Councilman Hatch, Councilman Allsop, and Councilman Judd.

COUNCIL MEMBERS ABSENT: Councilman Clark.

STAFF MEMBERS PRESENT: Morgan Brown, City Manager; Anna Atencio, City Attorney; Brad Provost, Police Chief; Justin Johnson, Deputy City Manager; Cari Bilbie, Accounting Manager; Justen Tregaskes, Planning and Zoning Director; Bill Kopp, Public Works Director; Shane Hemesath, City Engineer; Jay Brimhall, Community Services Director; Shannon Adams, Grants Coordinator; Kathy Clements, Assistant City Clerk; and Rachael Hall, City Clerk.

GUESTS: Daris Gibbons, Sunshine Brewer, Lloyd Harvey, Ginny Dargitz, James Dargitz, John Hannah, and others.

3. Invocation.

Councilman Judd gave the invocation.

4. Pledge of Allegiance.

Councilman Adams 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 may 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.

Ginny Dargitz of 3860 South White Mountain Road said Fishers of Men for Veterans was hosting an event called Boots Around the Mountain on April 22 to raise money for local veterans and promote awareness about post-traumatic stress disorder, traumatic brain injury, and homelessness.

6. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming April 2023 as **Child Abuse Prevention Month** in the City of Show Low.
- B. Proclamation by the Mayor Proclaiming April 2023 as **Fair Housing Month** in the City of Show Low.
- C. Proclamation by the Mayor Proclaiming April 9 through 15, 2023, as **Public Safety Telecommunicators Week** in the City of Show Low.
- D. Proclamation by the Mayor Proclaiming April 2 through April 8, 2023, as **Show Low High School Cougar Show Cheerleading State Championship Week** in the City of Show Low.
- E. Consideration of Meadow Lease Agreement with EB Ellsworth Family Limited Partnership. (Anna Atencio)
- F. Consideration of Resolution No. R2023-09 Granting Preservation and Conservation Easement to Arizona State Parks and Authorizing Associated Budget Transfers. (Shannon Adams)
- G. Consideration of Minutes of Show Low City Council meetings:
 - (1) Regular Meeting of March 21, 2023.

VICE MAYOR KAKAVAS MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

Ms. Hall read the Public Safety Telecommunicators Week Proclamation aloud.

Ms. Hall read the proclamation aloud for the Show Low High School cheerleading team, which won state championships this year.

7. **NEW BUSINESS:**

- A. **PUBLIC HEARING** – Application Submitted by Lloyd Harvey and Thin Thai for #6, Bar, Liquor License on Behalf of Bison Golf Club for its Location at 1 North Bison Preserve Drive, Show Low, Arizona. (Rachael Hall)

- B. Consideration of Application Submitted by Lloyd Harvey and Thin Thai for #6, *Bar*, Liquor License on Behalf of Bison Golf Club for its Location at 1 North Bison Preserve Drive, Show Low, Arizona. (Rachael Hall)

Ms. Hall said Lloyd Harvey and Thin Thai, representing Bison Golf Club, submitted a “person transfer” and a “location transfer” application for a #6, *Bar*, Liquor License for its location at 1 North Bison Preserve Drive. The request was to transfer the #6, *Bar*, Liquor License currently held by Dayalbhai Ahir of Downtown 9 Motel located at 1451 East Deuce of Clubs in Show Low.

Ms. Hall said the property had been posted as required by state law, and no public input had been received.

Ms. Hall said the Show Low Police Department conducted background checks on the applicants and found nothing amiss. The Department of Liquor Licenses and Control would conduct its own internal investigations and background checks. Based on the investigator’s findings and the recommendation of the City Council, the State Liquor Board would decide whether to approve or deny the application. If the City Council recommended denying the application, the motion must state the reasons for the denial.

COUNCILMAN ALLSOP MOVED TO RECOMMEND APPROVAL TO THE STATE LIQUOR BOARD OF THE APPLICATION SUBMITTED BY LLOYD HARVEY AND THIN THAI FOR #6, *BAR*, LIQUOR LICENSE ON BEHALF OF BISON GOLF CLUB FOR ITS LOCATION AT 1 NORTH BISON PRESERVE DRIVE, SHOW LOW, ARIZONA; SECONDED BY MAYOR LEECH; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

- C. Consideration of Application Submitted by Daris Gibbons on Behalf of Medieval Mayhem Historical Arts Foundation for Special Event Liquor License for 2023 Medieval Mayhem Renaissance Faire on July 7, 8, and 9, 2023, at Frontier Fields. (Rachael Hall)

Ms. Hall said Daris Gibbons, representing the Medieval Mayhem Historical Arts Foundation, submitted an application for a special event liquor license for the 2023 Medieval Mayhem Renaissance Faire at Frontier Fields, scheduled for July 7, 8, and 9, 2023.

Ms. Hall said the license would allow the Medieval Mayhem Historical Arts Foundation to sell alcohol during the event. An existing six-foot chain-link

fence surrounded Frontier Fields, where the alcohol would be sold and consumed.

Ms. Hall said one entrance/exit gate would be open for participants to enter and leave the area, which would be staffed by at least four and up to six security personnel provided by Navajo County Sheriff's Auxiliary to ensure no alcoholic beverages enter or leave the fenced-in premises. Along with the Arizona Rangers, the Sheriff's Auxiliary would roam the field to provide additional security when available.

Ms. Hall said the Show Low Police Department performed a background check on the applicant and found nothing that would preclude approval of this special event liquor license. The application and action taken by the Council would be forwarded to the Department of Liquor Licenses and Control. Unlike regular liquor licenses, the Council's decision was final for such an application.

COUNCILMAN ALLSOP MOVED TO APPROVE THE APPLICATION SUBMITTED BY DARIS GIBBONS FOR A SPECIAL EVENT LIQUOR LICENSE FOR THE 2023 MEDIEVAL MAYHEM RENAISSANCE FAIRE ON JULY 7, 8, AND 9, 2023, AT FRONTIER FIELDS; SECONDED BY VICE MAYOR KAKAVAS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

- D. Consideration of Application Submitted by Sunshine Marne' Brewer on Behalf of Show Low Chamber of Commerce for Special Event Liquor License for 2023 Show Low Days on June 9 and 10, 2023, at Frontier Fields. (Rachael Hall)

Ms. Hall said Sunshine Marne' Brewer, representing the Show Low Chamber of Commerce, submitted an application for a special event liquor license for the 2023 Show Low Days at Frontier Fields, scheduled for June 9 and 10, 2023.

Ms. Hall said the license would allow the Show Low Chamber of Commerce to sell alcohol during the event. An existing six-foot chain-link fence surrounded Frontier Fields, where the alcohol would be sold and consumed.

Ms. Hall said one entrance/exit gate would be open for participants to enter and leave the area. It would be staffed by security personnel provided by Arizona Rangers to ensure no alcoholic beverages enter or leave the fenced-in premises (marked "Pub Bar" on the map accompanying the application). When available, the Arizona Rangers would roam the field to provide additional security. The southwest corner of Frontier Fields would house the kids' zone, and no alcohol would be allowed there.

The Show Low Police Department performed a background check on the applicant and found nothing that would preclude approval of this special event liquor license. The application and action taken by the Council would be forwarded to the Department of Liquor Licenses and Control. Unlike regular liquor licenses, the Council's decision was final for such an application.

COUNCILMAN JUDD MOVED TO APPROVE THE APPLICATION SUBMITTED BY SUNSHINE MARNE' BREWER FOR A SPECIAL EVENT LIQUOR LICENSE FOR THE 2023 SHOW LOW DAYS ON JUNE 9 AND 10, 2023, AT FRONTIER FIELDS; SECONDED BY COUNCILMAN ALLSOP; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

- E. Consideration of Appointment of Aviation Advisory Committee Member.
(Rachael Hall)

Ms. Hall said that at the March 21, 2023, City Council meeting, the City Council reappointed Louis Booker to the Aviation Advisory Committee with a term to expire in March 2027. Mr. Booker contacted staff and withdrew his application to serve on the Aviation Advisory Committee. Staff contacted incumbent, Gary Winslow, to gauge his interest in the vacancy and Mr. Winslow was still interested in the position.

Ms. Hall said staff recommended appointing Gary Winslow to the Show Low Aviation Advisory Committee for a term ending March 2027.

COUNCILMAN ADAMS MOVED TO APPOINT GARY WINSLOW TO THE SHOW LOW AVIATION ADVISORY COMMITTEE FOR A TERM EXPIRING MARCH 2027; SECONDED BY COUNCILMAN HATCH; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

- F. Consideration of Award of Construction Contract for East McNeil Roadway Reconstruction Project, City of Show Low Project No. R-0823 and Authorization of Associated Budget Transfers. (Shane Hemesath)

Mr. Hemesath said the City's fiscal year 2022 Capital Improvements Plan budget included \$375,000.00 for a roadway improvement project labeled "East McNeil Central to 8th Street". The scope of work included reconstructing 2,500 feet of East McNeil. Due to wide discrepancies in the existing asphalt and base thickness, the existing roadway section would be removed to uncover the roadway sub-base. Geogrid stabilization would be

installed, and new four-inch asphalt over an eight-inch aggregate base section would be installed. Approximately 600 square feet of new sidewalk, Americans with Disabilities Act ramps, driveways, and new drainage infrastructure would also be replaced along East McNeil near the Nikolaus Homestead School and the City Campus site.

Mr. Hemesath said City engineering staff designed the project with a construction estimate of \$545,000.00. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Perkins Cinders Inc.	\$592,661.26
Surface Contracting	\$708,975.00

Mr. Hemesath said that due to rising construction costs, the excess funding to construct the project would come from the General Improvement line item.

Mr. Hemesath said staff recommended awarding the construction contract for the East McNeil Roadway Reconstruction Project, City of Show Low Project No. R-0823, to Perkins Cinders Inc., in an amount not to exceed \$592,661.26, and authorizing the associated budget transfers.

COUNCILMAN ALLSOP MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE EAST MCNEIL ROADWAY RECONSTRUCTION PROJECT, CITY OF SHOW LOW PROJECT NO. R-0823, TO PERKINS CINDERS INC., IN AN AMOUNT NOT TO EXCEED \$592,661.26, AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

- G. Consideration of Award of Construction Contract for 2023 Sunken Manhole Repair Project, City of Show Low Project No. S-4323. (Shane Hemesath)

Mr. Hemesath said the City required that new wastewater manholes be backfilled with a type 2 slurry backfill similar to low-strength concrete. The slurry material must be poured into the excavated area around the manhole, allowed to dry, and would provide a strong base for future asphalt replacement. This requirement removed the difficult task of compacting backfill material next to the curved surface of the manhole. Manholes installed prior to 2008 may have been installed without slurry backfill and likely with aggregate base compacted along the side of the manhole. If the aggregate base material was not compacted correctly, the roadway would begin to settle around the outside of the manhole. The steel cover of the manhole would stick out of the settled hole creating an unsafe condition for the traveling public and snowplows.

Mr. Hemesath said the scope of this project was to excavate eight feet deep around the settled manholes, replace it with slurry backfill, reset the steel ring and cover, install a concrete collar, and replace any asphalt removed. Four manholes were identified for this project at various locations throughout the City. The City also identified ten additional manholes previously repaired with slurry but needed adjustment and the final asphalt patch installed.

Mr. Hemesath said the engineering staff designed the project with a construction estimate of \$70,000.00. The project was publicly bid in accordance with statutory requirements with the following results:

<u>Contractor</u>	<u>Base Bid</u>
Apache Underground and Excavating	\$ 80,000.00
HT 4	\$110,256.00

Mr. Hemesath said staff recommended awarding the construction contract for the 2023 Sunken Manhole Repair Project, City of Show Low Project No. S-4323, to Apache Underground and Excavating in an amount not to exceed \$80,000.00.

COUNCILMAN ADAMS MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE 2023 SUNKEN MANHOLE REPAIR PROJECT, CITY OF SHOW LOW PROJECT NO. S-4323, TO APACHE UNDERGROUND AND EXCAVATING IN AN AMOUNT NOT TO EXCEED \$80,000.00; SECONDED BY VICE MAYOR KAKAVAS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

- H. Consideration of Award of Construction Contract for Fools Hollow Subdivision Waterline Replacement Phase 1, City of Show Low Project No. W-0523 and Authorization of Associated Budget Transfers. (Shane Hemesath)

Mr. Hemesath said the City's fiscal year 2023 Capital Improvements Plan budget included \$680,000.00 for a waterline improvement project labeled "Fools Hollow Waterline Replacement Phase 1". The scope of work included constructing approximately 6,500 linear feet of new eight-inch C-900 PVC waterline, including fire hydrants, new water services, and required fittings. The scope of work also included installing any concrete or pavement removed during the work. The work would take place in the Fools Hollow Subdivision along North 22nd Drive, West Willis, West Savage, North 26th Drive, West Sylvester, and North 27th Drive in Show Low, Arizona.

Mr. Hemesath said the City's engineering staff designed the project with a construction estimate of \$1.1 million. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Apache Underground and Excavating	\$1,203,331.00
Western Grade, LLC	\$1,349,125.50

Mr. Hemesath said that due to rising construction costs, the excess funding to construct the project would come from Fawnbrook Phase I and Phase II projects which would be moved to future budgets.

Mr. Hemesath said staff recommended awarding the construction contract for the Fools Hollow Subdivision Waterline Replacement Phase 1, City of Show Low Project No. W-0523, to Apache Underground and Excavating in an amount not to exceed \$1,203,331.00 and authorizing the associated budget transfers.

Councilman Allsop asked if the Fools Hollow subdivision waterline replacement project was the last of the waterline improvements or the beginning of the project. Mr. Hemesath said this was only phase one of the Fools Hollow subdivision waterline replacement; phase two would start in a couple of years.

Councilman Judd asked if the City was replacing the old clay pipes or something else. Mr. Hemesath said yes, the City was replacing the asbestos concrete pipe in the area and the smaller two, three, and four-inch PVC pipe. He said the smaller PVC pipe did not support fire hydrants which needed to be installed in the subdivision.

COUNCILMAN JUDD MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE FOOLS HOLLOW SUBDIVISION WATERLINE REPLACEMENT PHASE 1, CITY OF SHOW LOW PROJECT NO. W-0523, TO APACHE UNDERGROUND AND EXCAVATING IN AN AMOUNT NOT TO EXCEED \$1,203,331.00 AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN HATCH; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

- I. Consideration of Approval of List for Job Order Qualified Contractors for Heating, Ventilation, and Air Conditioning Services. (Bill Kopp)

Mr. Kopp said the City owned buildings and facilities at 28 locations. All these buildings had some type of Heating, Ventilation, and Air Conditioning (HVAC) systems which range from wall heaters to large roof-mounted HVAC

units. Six of the City's main buildings were integrated into a Building Automation System, which remotely controlled and monitored these HVAC systems. The City's goal was to streamline the process for scheduled maintenance, replacements, and emergency repairs.

Mr. Kopp said the City of Show Low conducted a competitive one-step process to retain up to three contractors for a Job Order Contract to provide labor, furnish, and install materials for repairing and maintaining HVAC equipment at City facilities. This work would include scheduled maintenance, planned upgrades, and emergency repairs. When practical, competitive job order pricing would be requested from all selected contractors. In emergency cases, the contractor with the best ability to respond would be issued a job order.

Mr. Kopp said the term of this contract would be five years. However, services would be requested on an as-needed, if-needed basis. The resultant contract was neither exclusive nor a commitment by the City that the contractor's services would be required.

Mr. Kopp said that in March 2023, City staff solicited statements of qualification for HVAC service firms to provide job order contracting services. Three statements of qualifications were received, resulting in the following list of three qualified firms:

Advanced Air Systems
Rim Country Mechanical, Inc.
Elevate Mechanical, LLC

Mr. Kopp said staff recommended approving the list of qualified contractors for HVAC services and entering into job order contracts with the listed firms.

Mayor Leech asked how the work would be divided among the three firms. Mr. Kopp said that when work was needed, all three firms would be contacted and asked to provide a bid and availability, and the City would select the lowest bid. This process would allow the City to save time as additional contracts and approvals would not be needed, which was crucial when a building needed heating or air conditioning.

COUNCILMAN HATCH MOVED TO APPROVE THE LIST OF QUALIFIED CONTRACTORS FOR HEATING, VENTILATION, AND AIR CONDITIONING SERVICES AND TO ENTER INTO JOB ORDER CONTRACTS WITH THE LISTED FIRMS; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.

8. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

None.

B. Mayor

Mayor Leech said the annual BBQ Throwdown would take place May 5 and 6 at Frontier Field. A burger burn, which would take place on Friday, would be free and was open to the first 400 people. There would also be all kinds of exciting grilling competitions and live music on Saturday.

C. City Manager

Mr. Brown said the Navajo County Peace Office Memorial dedication would take place on April 22 at noon in front of the memorial next to City Hall.

Mr. Brown said the City's annual Martin Luther King Day of Service, when volunteers work on a community project, was scheduled for Saturday, April 29. Participants should meet at 9:00 a.m. at City Hall for work assignments and then return to City Hall for lunch prepared for all the volunteers. Volunteers should wear closed-toe shoes, bring gloves, and a hat.

Mr. Brown said that regarding public works projects, the City's contractor continued working on the waterline project on Mills and Owens, with pavement replacement installed this week and then final water service tie-overs. Pavement repairs would begin this week or next on West McNeil roadway reconstruction. On behalf of the City, he thanked the citizens for their patience as essential improvements were made to the City's infrastructure.

9. **SCHEDULING OF MEETINGS:**

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

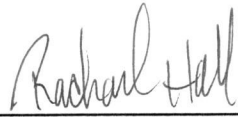
Mr. Brown said the budget study session with departments was scheduled for April 6 at 6:00 p.m.

10. **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 APRIL 4, 2023, AT 7:43 P.M.**

ATTEST:

APPROVED:



Rachael Hall, City Clerk

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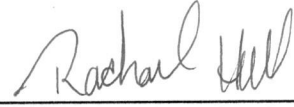
John Leech, Jr., Mayor

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 April 4, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 18th day of April, 2023.

(SEAL)



Rachael Hall, City Clerk

