

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, SEPTEMBER 19, 2023, AT 7:00 PM IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

Linsey Lewis called the meeting to order at 7:00 p.m.

2. Roll Call.

COUNCIL MEMBERS PRESENT: Mayor Leech, Councilman Adams, Councilman Allsop, Councilman Clark, Councilman Hatch, Councilman Judd

COUNCIL MEMBERS ABSENT: Vice Mayor Kakavas

STAFF MEMBERS PRESENT: Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Greg Westover, Police Commander; Bill Kopp, Public Works Director; Shane Hemesath, City Engineer; Rick Austin, Public Works Operations Manager; Katie Fechtelkotter, Planner; Officer Jose Fragoso; Kathy Clements, Assistant City Clerk; and Rachael Hall, City Clerk.

GUESTS: Dan and Jen Jerome, Gary Martinson, Doug Roberts, and others.

3. Invocation.

Lindsey Lewis gave the invocation.

4. Pledge of Allegiance.

Natalie Behn 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.

Doug Roberts said the annual Run to the Pines Car Show would be held from September 22 to September 24, 2023, in Pinetop-Lakeside, with the Cavalcade of Cars driving from Show Low to Pinetop-Lakeside on Friday.

6. **SPECIAL EVENTS:**

- A. Presentation Regarding League of Arizona Cities and Towns Conference by Show Low's Youth Delegation.

Harmonie Fifield said she, along with Lindsey Lewis, Leonor Bernier, and Kirstin Goodman, attended the League of Arizona Cities and Towns annual conference as student representatives for the City of Show Low. She said they would summarize what they learned during the conference.

Ms. Bernier said the students carried Show Low's flag for the presentation of flags ceremony at the conference. They were given the opportunity to network with other schools, learn about different perspectives, and gain a broader understanding of the importance of youth and student councils in communities.

Ms. Lewis said one of the presenters talked about the importance of mental health awareness by sharing her struggle with mental illness and how she and her peers worked to prioritize mental health in their school district.

Ms. Bernier said the Mental Health presentation included a section about effective advocacy for mental health support in schools. The students learned the importance of understanding the issues, using available resources, and creating a positive environment.

Ms. Goodman said another presenter talked about how to tell your story. Through personal stories, everyone could inspire others in different ways, and everyone had something to bring to the community.

Ms. Fifield said a panel discussed exploring careers in local government. This panel advocated for all people, especially women, in politics.

Mayor Leech thanked the students for participating and doing a great job.

The students thanked the City of Show Low and the City Council for the opportunity to represent Show Low.

7. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming October 2023 as **DOMESTIC VIOLENCE AWARENESS MONTH** in the City of Show Low (Rachael Hall)
- B. Consideration of Reappointment of Board Member to Show Low Municipal Property Corporation (Morgan Brown)
- C. Consideration of Purchase of Water Stock Parts (Rick Austin)
- D. Consideration of Acceptance of 2023 Slurry Seal Project, City of Show Low Project No. R-5223 (Shane Hemesath)
- E. Consideration of Minutes of Show Low City Council meetings:
 - 1. Regular Meeting of September 5, 2023

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

Ms. Hall read the proclamation aloud for Domestic Violence Awareness Month.

8. NEW BUSINESS:

- A. Consideration of Approval of Amended Final Plat for Silver City at Buffalo Bill's (Katie Fechtelkotter)

Ms. Fechtelkotter said at its regular meeting on June 7, 2022, the City Council approved the final plat for Silver City at Buffalo Bill's. This development consisted of a chapel, barn, and eight two-story residential units with three bedrooms, two baths, and a two-car garage underneath. The proposed development was zoned C-2 (General Commercial).

Ms. Fechtelkotter said the gross area of the amended final plat was the same size as the original final plat at approximately 1.24 acres with a minimum lot size of 1,600 square feet, maximum lot size of 44,431 square feet, and an average lot size of 4,713 square feet with an overall density of 5.6 units per acre. The previous final plat had an overall density of 6.41 units per acre. Tracts A1 through A5 consisted of 20,793 square feet of common area, ingress/egress, open space, and private drainage. The developer indicated that the units would be sold and individually owned. The Property Owner's Associations would own and maintain parking areas and driveways.

Ms. Fechtelkotter said Gary Martinson submitted an amended final plat, which would reduce the number of residential units from eight to four and add three additional commercial lots. The chapel and barn were removed and would be replaced with a brewery, an event center, and a small hotel. At their meeting on September 12, 2023, the Planning and Zoning Commission approved CUP 602-04-263 to allow for a microbrewery and an event center serving alcohol. All other portions of the development remain unchanged. Staff reviewed the final plat and improvement plans and found that all City Code requirements were met.

Mayor Leech thanked Gary Martinson for his vision and efforts in making Show Low a destination.

COUNCILMAN ALLSOP MOVED TO APPROVE THE AMENDED FINAL PLAT FOR SILVER CITY AT BUFFALO BILL'S AND AUTHORIZE THE MAYOR TO SIGN THE ASSOCIATED DOCUMENTS; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN ALLSOP, COUNCILMAN JUDD, COUNCILMAN HATCH, COUNCILMAN CLARK VOTING IN FAVOR.

- B. Consideration of Award of Construction Contract for Show Low Lake Campground Power Improvements, City of Show Low Project No. FM-5923 (Shane Hemesath)

Mr. Hemesath said the City's Fiscal Year 2024 Capital Improvements Plan budget included \$70,000.00 for an electrical improvement project labeled "Power at Show Low Lake Campground." The entire campground and clubhouse building shared a single 200-amp electrical service that has reached capacity. The scope of work for the project included constructing approximately 600 linear feet of new four-inch and six-inch electrical conduit along Show Low Lake Road to serve as the main new backbone for future power expansion in the area. The work also included installing a new 600-amp transformer near the Show Low Lake clubhouse. The clubhouse would receive its own 200-amp service, and the remainder of the park would stay on the existing power service for this phase. The conduit installed included three pull boxes to allow future power expansion into the campground spots as funding allows.

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

<u>Contractor</u>	<u>Total Bid</u>
Apache Underground and Excavating	\$ 87,350.00
HT4	\$154,714.00

Mr. Hemesath said staff recommended awarding the construction contract for the Show Low Lake Campground Power Improvements, City of Show Low Project No. FM-5923-A to Apache Underground and Excavating, in an amount not to exceed \$87,350.00, and authorizing associated budget transfers.

COUNCILMAN ADAMS MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE SHOW LOW LAKE CAMPGROUND POWER IMPROVEMENTS, CITY OF SHOW LOW PROJECT NO. FM-5923 TO APACHE UNDERGROUND AND EXCAVATING, IN AN AMOUNT NOT TO EXCEED \$87,350.00, AND AUTHORIZE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN HATCH; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN ALLSOP, COUNCILMAN JUDD, COUNCILMAN HATCH, COUNCILMAN CLARK VOTING IN FAVOR.

- C. Consideration of Award of Construction Contract for East Cooley Roadway Improvements, City of Show Low Project No. R-3323 (Shane Hemesath)

Mr. Hemesath said the City's fiscal year 2023 Capital Improvements Plan budget included \$150,000.00 for a roadway improvement project labeled "Widening Road by Chase Bank." The work included removing parking islands along East Cooley between North 11th Street and SR-260. These improvements would allow proper roadway width for two-way traffic along this

corridor. American with Disabilities sidewalk ramps would also be installed. The streetlights and trees would remain in place.

Mr. Hemesath said the City engineering staff designed the project with a construction estimate of \$185,000.00. The project was publicly bid on June 9 and received no bids. The project was publicly re-bid on July 14 but was rejected due to errors and omissions. The project was re-bid again, and the City received the following results:

<u>Contractor</u>	<u>Total Bid</u>
Western Grade LLC	\$196,352.20
Navapache Construction	\$222,976.04
HT4	\$264,575.00
Surface Contracting	\$362,905.00

Mr. Hemesath said funding from the Streets General Improvements line item in the budget would be used to fully fund the improvements.

Mr. Hemesath said staff recommended awarding the construction contract for the East Cooley Roadway Improvements, City of Show Low Project No. R-3323-C to Western Grade LLC, in an amount not to exceed \$196,352.20, and authorizing associated budget transfers.

Councilman Allsop asked if the curbs and sidewalks to be removed were grant-funded items. Mr. Hemesath said he was not familiar with the funding source for the original construction of East Cooley. He stated that East Cooley was part of the first phase of the design for the downtown area years ago. It was the only one-way street designed for the area. Over time, it has transitioned to a two-way street.

Mayor Leech asked if the trees would be moved. Mr. Hemesath said the trees would remain in place.

Mayor Leech asked if the blue bollards would be removed. Mr. Hemesath said yes, he believed the bollards would be removed.

COUNCILMAN JUDD MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE EAST COOLEY ROADWAY IMPROVEMENTS, CITY OF SHOW LOW PROJECT NO. R-3323 TO WESTERN GRADE LLC IN AN AMOUNT NOT TO EXCEED \$196,352.20 AND AUTHORIZE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN CLARK; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN ALLSOP, COUNCILMAN JUDD, COUNCILMAN HATCH, COUNCILMAN CLARK VOTING IN FAVOR.

- D. Consideration of Award of Construction Contract for Show Low Bluff Well #17 Waterline, City of Show Low Project No. R-2723 (Shane Hemesath)

Mr. Hemesath said at its regular meeting on November 1, 2022, the Show Low

City Council adopted Ordinance No. 2022-03 to approve an Agreement for the Exchange of Real Property with SRH Holdings, LLC. The City exchanged two parcels located in Show Low Bluff that the City had acquired during a public auction when the previous owners did not pay their assessments for two parcels owned by SRH Holdings LLC. These two parcels were located in Show Low Bluff, one located next to Well #13, and one contained a test well that could be used for future utility use. After an evaluation and test pumping of the well, it was determined the test well could serve as an additional water production source in the Show Low Bluff Subdivision. This well was later named Well #17.

Mr. Hemesath said the City's Fiscal Year 2024 Capital Improvements Plan budget included \$293,000.00 for a waterline improvement project labeled "Show Low Bluff Well Development" to develop the test well for use. The scope of work for the project included constructing approximately 700 linear feet of new eight-inch waterline from the Show Low Bluff Well #17 to the ten-inch transmission main in East Bluff Ridge Road. The ten-inch transmission main carries well water from Well #13 to Show Low Bluff Tank #13. This transmission main would also convey Well #17 well water to the Show Low Bluff Tank #13. The project included installing a new 40 HP submersible well to provide a redundant water production source for Tank #13. The project would be completed in two phases. This first phase included the installation of a new eight-inch waterline. The second phase would include the installation of the well and would be procured through our current Well Job Order Contract in the future.

Mr. Hemesath said the City engineering staff designed Phase 1 of the project with a construction estimate of \$161,000.00. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Navapache Construction	\$181,971.29
Apache Underground	\$217,800.00

Mr. Hemesath said staff recommended awarding the construction contract for the Show Low Bluff Well 17 Waterline Improvements, City of Show Low Project No. R-2723 to Navapache Construction, in an amount not to exceed \$181,791.29.

Councilman Adams asked if the addition of this well would cover water for future development at Show Low Bluff. Mr. Hemesath said that as Show Low Bluff continued to expand and develop, the developer would be responsible for providing additional production outside what this well would produce. The City's goal with this well was to provide a redundant water source for the area.

COUNCILMAN HATCH MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE SHOW LOW BLUFF WELL #17 WATERLINE IMPROVEMENTS, CITY OF SHOW LOW PROJECT NO. R-2723 TO

NAVAPACHE CONSTRUCTION, IN AN AMOUNT NOT TO EXCEED \$181,971.29; SECONDED BY COUNCILMAN ALLSOP; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN ALLSOP, COUNCILMAN JUDD, COUNCILMAN HATCH, COUNCILMAN CLARK VOTING IN FAVOR.

- E. Consideration of Award of Contract for Headworks Building City of Show Low Project FM-1324 (Bill Kopp)

Mr. Kopp said the existing headworks building at the City's Wastewater Treatment Plant (WWTP) was constructed in 1986. This building housed the coarse screens at the effluent entry point of the WWTP. Recently, some ceiling material started falling off the underlying structural steel. This revealed that the structure was in a high state of deterioration. The caustic environment in the building caused the structure to become unsafe to use. As a temporary measure, the walls and roof of the building were shored up with a wood structure. Staff budgeted funds in the 2023-2024 budget to reconstruct the building.

Mr. Kopp said the project's scope included removing the existing steel building and constructing a new building over the remaining foundation. The construction was complicated because it had to be completed while the equipment remained in place and continuously operated. Galvanized steel would protect the new steel structure from the caustic environment. The structure would also be coated with a high-density polyethylene spray foam.

Mr. Kopp said staff advertised the project for bid per statutory requirements. Two bids were received. The results were as follows.

<u>Contractor</u>	<u>Total Bid</u>
LD&B, LLC	\$267,853.92
Pointe Companies	\$374,400.00

Mr. Kopp said staff recommended approving the construction contract to LD&B, LLC for the reconstruction of the headworks building, City of Show Low Project FM-1324, in an amount not to exceed \$267,853.92 and approving associated budget transfers.

COUNCILMAN CLARK MOVED TO APPROVE THE CONSTRUCTION CONTRACT TO LD&B, LLC FOR THE RECONSTRUCTION OF THE HEADWORKS BUILDING CITY OF SHOW LOW PROJECT FM-1324 IN AN AMOUNT NOT TO EXCEED \$267,853.92 AND ASSOCIATED BUDGET TRANSFERS. SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN ALLSOP, COUNCILMAN JUDD, COUNCILMAN HATCH, COUNCILMAN CLARK VOTING IN FAVOR.

- F. Consideration of Award of Contract for Construction of Eight Pickleball Courts and Associated Improvements (Bill Kopp)

Mr. Kopp said in 2019, the City built four pickleball courts and improved other recreational facilities within the Show Low City Campus. As the popularity of pickleball increased in recent years, the need for additional courts to accommodate player demand became apparent.

Mr. Kopp said at its regular meeting on January 17, 2023, the City Council approved resolutions authorizing the City to accept a total of \$572,000.00 in grant funding from Arizona State Parks Land and Water Conservation Fund and Arizona State Parks Heritage Fund to construct eight pickleball courts and associated improvements. The grant funds became available in September 2023. The City Council also approved up to \$394,100.00 in matching funds. The 2023-2024 Budget included \$864,100.00 for this project. The improvements included site work, sidewalks, ramadas, drainage, fencing and windscreens, post-tensioned concrete slab, court surfacing and striping, light bases and conduit for future court lighting, and seating.

Mr. Kopp said staff used a cooperative purchasing agreement, Sourcewell, for procurement of the project. The cooperative purchasing program allowed participating public agencies to take advantage of competitive bids for construction services. Hellas Construction was a pre-selected contractor that participated in this program. Engineering staff provided plans for the facility, and Hellas Construction prepared a project scope and associated fees from these drawings. The total cost of the improvements was \$855,180.00.

Mr. Kopp said staff recommended approving the construction contract to Hellas Construction for the construction of eight pickleball courts and associated improvements in an amount not to exceed \$855,180.00.

Councilman Allsop asked for clarification on the funding allocation. Mr. Kopp said that regarding the approved amount by the City Council for the pickleball courts, the key phrase was approved "up to" \$394,100.00. The City was not required to provide that high an amount of matching funds. The City did not budget \$394,100.00 for this project.

Councilman Judd asked if a restroom was included in this project. Mr. Kopp said no, a bathroom was not part of this project as the grant funding agency would not fund a restroom. However, the City had funds budgeted for a restroom in another area of the City and may re-budget for that restroom so the Pickleball project could be completed with a restroom.

COUNCILMAN ALLSOP MOVED TO APPROVE THE CONSTRUCTION CONTRACT TO HELLAS CONSTRUCTION FOR THE CONSTRUCTION OF EIGHT PICKLEBALL COURTS AND ASSOCIATED IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$855,180.00; SECONDED BY COUNCILMAN HATCH; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN ALLSOP, COUNCILMAN JUDD, COUNCILMAN HATCH, COUNCILMAN CLARK VOTING IN FAVOR.

- G. Consideration of Sisterhood Agreement between the City of Imuris, Sonora,

Mexico and City of Show Low (Anna Atencio)

Ms. Atencio said in early 2023, City staff was contacted by the staff of the Consul General of Mexico, Jorge Mendoza Yescas, about entering a Sister Cities agreement with a City in Mexico. The Sister City would be similar in size and economic goals. The City of Imuris, of the State of Sonora, of the United Mexican States was identified.

Ms. Atencio said Imuris had approximately 11,000 inhabitants. Imuris was located on a hill at a junction between highways from Cananea to the east and Nogales to the north. Agriculture, cattle raising, and industry were the main economic activities. Imuris was about five and a half hours from Show Low. Many residents of Sonora spend time in the winter in Show Low and the White Mountains.

Ms. Atencio said the City of Show Low and Imuris expressed a mutual interest in strengthening ties and friendships and working cooperatively on commercial and social projects. The Sisterhood agreement allowed for the sharing of knowledge and approaches in business, education, culture, and technology. The Agreement sets forth business, culture, tourism, government development, and education objectives, which were encouraged but were not required.

Ms. Atencio said the Sisterhood Agreement holds opportunities that would benefit both Cities.

COUNCILMAN ADAMS MOVED TO ENTER INTO THE SISTERHOOD AGREEMENT WITH THE CITY OF IMURIS, SONORA, MEXICO AND AUTHORIZE THE MAYOR TO SIGN SAID AGREEMENT; SECONDED BY COUNCILMAN JUDD; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN ALLSOP, COUNCILMAN JUDD, COUNCILMAN HATCH, COUNCILMAN CLARK VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Adams thanked everyone involved in Student Government Day and said this was a wonderful program that he hoped would continue.

Councilman Allsop introduced one of Show Low Police Department's newest officers, Officer Jose Fragozo. He said Officer Fragozo moved to Show Low when he was six years old. When Officer Fragozo attended Show Low High School, he participated in Student Government Day and the City Council meeting like the students here today. After high school, Officer Fragozo joined the Marine Corps, where he served for four years. After completing his service, he returned home to Show Low and became a Police Officer. Councilman Allsop said Officer Fragozo's story was just one of many that showed the benefits of the Student Government Day program.

Officer Fragoso said he believed that this program gave students the opportunity to lead and learn how the City really operated. He congratulated the students participating in the City Council meeting and said he hoped that one day they would have the opportunity to become leaders in the community.

Ms. Lewis said the Show Low High School Student Council was being very productive. This year, the seniors were allowed to paint their own parking spots. They were repainting the student section and exploring fundraising opportunities to raise money to paint the school's interior. The Homecoming football game would be on October 20 against Blue Ridge High School. The girls' soccer team was ranked number one in the state and were up six to three in tonight's game against Blue Ridge. The team had another big home game Friday against Northland Preparatory Academy. The boys' soccer team would be playing Wednesday night in Snowflake. On Thursday night, the girls' volleyball team would be playing Holbrook. On Friday night, the football team would be playing in Round Valley.

B. Mayor

Mayor Leech thanked the students for participating in the meeting and thanked Councilman Allsop and Rick Fernau for starting this program. Mayor Leech also thanked the staff for taking the time to meet with the students.

C. City Manager

Mr. Brown said the City received a Certificate of Appreciation from the Arizona Game and Fish Commission at their quarterly meeting for their partnership with the City of Show Low. At the meeting, they highlighted many of the activities the City had done to improve fishing in Show Low, such as the work at The Meadow and the improvements made at Show Low Lake, which included campground improvements, assisting with building fish habitats, and adding an American with Disabilities access ramp. The Arizona Game and Fish Department thanked City staff for all their work in the partnership. They also recognized that without the help of the City Council, many of these projects would not be a reality.

Mr. Brown said in public works projects, the City's contractor began work on the Fools Hollow Waterline Phase 1 project with milling and potholing. Rock was removed, and the contractor worked on concrete forms at the Show Low Lake American with Disabilities access project. Work was completed on the East Owens Extension project. This week, the road would open after East Owens was paved between the Community Center and 11th Street. The contractor was working on culverts in Nikolaus and McNeil Acres subdivisions, and the Arizona Department of Transportation was working on completing minor concrete repairs on White Mountain Road projects, which should be done by October 1. He thanked the citizens for their patience as important improvements were made around the City.

10. **SCHEDULE OF MEETINGS:**

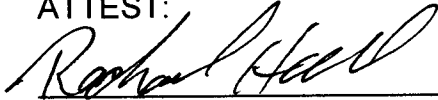
Scheduling of meetings, which may be brought up at this time.

None.

11. **ADJOURNMENT:**

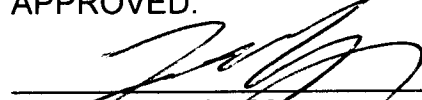
There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL OF SEPTEMBER 19, 2023, AT 7:54 P.M.**

ATTEST:



Rachael Hall, City Clerk

APPROVED:

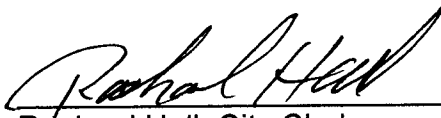


John Leech, Jr., Mayor

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 September 19, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 17 day of October, 20 23



Rachael Hall, City Clerk