SHOW LOW CITY COUNCIL
REGULAR MEETING - TUESDAY, MAY 7, 2024

PURSUANT to A.R.S. Section 38-431.02, notice is hereby given to the Show Low City Council and to the general public, that a **Regular Meeting** of the Show Low City Council will be held on Tuesday, May 7, 2024, at 7:00 PM in the City Council Chambers, 181 North 9th Street, Show Low, Navajo County, Arizona. The agenda for this meeting is as follows:

1. Call to Order.
2. Roll Call.
3. Invocation.
4. 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.

6. **SPECIAL EVENTS:**

   A. Swearing In of New Council Member

7. **CONSENT CALENDAR:**

   A. Proclamation by the Mayor Proclaiming May 19-24, 2024 as **Public Works Week** in the City of Show Low (Rick Austin)

   B. Consideration of Acceptance of City Entry Signage, City of Show Low Project No. FM-2321 (Bill Kopp)

   C. Consideration of Noncommercial Hanger Development and Ground Lease with Ground Zero Plumbing & A/C, LLC and Termination of Ground Lease with Big Dog Development, LLC at Show Low Regional Airport (Jacob Allen)

   D. Consideration of Acceptance of Arizona Department of Transportation Grant Funds for Replacement of Runway Directional Signage with Upgraded LED Signage at Show Low Regional Airport (Jacob Allen)

   E. Consideration of Acceptance of Arizona Department of Transportation Grant Funds for the Replacement of Precision Approach Path Indicators and Runway

End Identifier Light at Show Low Regional Airport (Jacob Allen)

F. Consideration of Minutes of Show Low City Council meetings:

1. Special Meeting of April 16, 2024

2. Regular Meeting of April 16, 2024

3. Budget Town Hall and Study Session of April 18, 2024

4. Special Meeting of April 23, 2024

8. **NEW BUSINESS:**

A. **PUBLIC HEARING** and Consideration of Application Submitted by Daris Gibbons on Behalf of Medieval Mayhem Historical Arts Foundation for Special Event Liquor License for 2024 Medieval Mayhem Renaissance Faire on July 12, 13, and 14, 2024 at Frontier Fields (Rachael Hall)

B. **PUBLIC HEARING** and Consideration of Application Submitted by Sunshine Marne Brewer on Behalf of Show Low Chamber of Commerce for Special Event Liquor License for 2024 Show Low Days on June 7 and 8, 2024 at Frontier Fields (Rachael Hall)

C. Consideration of Approval of Additional Full-Time Recreation Coordinator in Recreation Division of Community Services Department (Jay Brimhall)

D. Consideration of Award of Contract for Senior Field Bleachers Rehab, City of Show Low Project No. FM-0824 (Rick Austin)

E. Consideration of Award of Construction Contract for 2024 Slurry Seal Project, City of Show Low Project No. R-7924 (Shane Hemesath)

F. Consideration of Award of Construction Contract for 2024 Citywide Roadway Improvements, City of Show Low Project R-6724 (Shane Hemesath)

G. Consideration of Abandonment of Right-of-Way and Acceptance of the Proposed Scott Ranch Road Right-of-Way (Shane Hemesath)

H. Consideration of Award of Contract for Wastewater Facilities Master Plan, City of Show Low Project No. S-4724 (Bill Kopp)

I. Consideration of Award of Construction Contract for 12-Inch Slipline Installation, City of Show Low Project No. FM-6824 (Bill Kopp)

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

B. Mayor

C. City Manager

10. **SCHEDULE OF MEETINGS:**

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

11. **ADJOURNMENT:**

SCHEDULED MEETINGS/EVENTS:

DATE	TIME	EVENT NAME
05/07/2024	7:00 P.M.	CITY COUNCIL REGULAR MEETING
05/14/2024	7:00 P.M.	P&Z COMMISSION REGULAR MEETING
05/21/2024	7:00 P.M.	CITY COUNCIL REGULAR MEETING
05/28/2024	7:00 P.M.	P&Z COMMISSION REGULAR MEETING

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Show Low makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Show Low City Council regular meetings are recorded and may be viewed on the City of Show Low's website. If you permit your child to attend/participate in a televised City Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

Pursuant to the Americans with Disabilities Act (ADA), the City Council endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need accommodation for a meeting, please call the City Clerk's office at (928) 532-4061 at least 48 hours prior to the meeting for accommodation.

Council Chambers will open at least fifteen minutes prior to the meeting to allow public access to the room. Council Chambers has a maximum occupancy of 139 people.

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Rachael Hall, City Clerk

I, Rachael Hall, do hereby certify that the foregoing notice was posted on May 3, 2024.

Proclamation

City of Show Low
Office of the Mayor and City Council

WHEREAS, public works infrastructure, facilities, and services are of vital importance to the health, safety, and well-being of the people of Arizona; and

WHEREAS, such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers, and administrators who are responsible for and must design, build, operate, and maintain the transportation, water supply, sewage, and refuse disposal systems, public buildings, and other structures and facilities essential to serve our citizens; and

WHEREAS, it is in the public interest for the citizens and civic leaders of the City of Show Low to gain knowledge of and to maintain a progressive interest in the public works needs and programs of the community; and

WHEREAS, Arizonans should join with representatives of governmental agencies and the American Public Works Association in paying tribute to our public works employees and to recognize the substantial contributions they have made to our national health and welfare.

NOW, THEREFORE, I, John Leech, Jr., Mayor, on behalf of the Show Low City Council, do hereby proclaim **May 19 through 24, 2024** as

♣ *Public Works Week* ♣

in the City of Show Low and extend appreciation to the public works professionals for the vital services they perform and their exemplary dedication to the community they represent.

Dated this **7th** day of **May, 2024**.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of Show Low.

John Leech, Jr.
Mayor

MTG DATE: 5/7/2024
ITEM: 7.B

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Acceptance of City Entry Signage, City of Show Low Project No. FM-2321 (Bill Kopp)

RECOMMENDATION

I **MOVE** to accept the construction of the City Entry Signage, City of Show Low Project No. FM-2321, release the retainage and start the warranty period.

BACKGROUND

On June 1, 2021, the City Council awarded a contract for upgrading and adding highway signs at five locations on Arizona Department of Transportation highways and a sixth location on Penrod Road to Fluoresco Services LLC. However, due to material price increases, supply chain and staffing issues, Fluoresco formally requested that the contract be terminated. The City Council terminated Fluoresco's contract on June 21, 2022.

Upon termination of the agreement with Fluoresco, staff contacted the second low bidder, Allegra, a local company. Allegra has agreed to honor their original base bid of $345,960.00 (tax included). The original bid included cultured stone veneer on the columns and remote, stand-alone solar panels and batteries. Staff also received quotes for desired upgrades. The upgrades included real malapai stone on the columns and self-contained solar equipment where the solar panels would be concealed within the sign structure. The costs for the requested upgrades were as follows:

Malapai rock on the columns	6 Signs	Total cost: $32,756.82
Solar panels on top of arch	6 Signs	Total cost: $98,736.13

With the inclusion of the requested upgrades, the Council approved the contract at the September 9, 2022, Regular meeting for an amount not to exceed $477,452.95.

The project has been completed. Staff recommends accepting the construction of the City Entry Signage, City of Show Low Project No. FM-2321, with a final cost of $477,452.95, releasing the retainage and initiating the warranty period.

ATTACHMENTS

None

FISCAL IMPACT

Final cost: $477,452.95
Funding source (account no.): 11-402-495-7300-1801/4021801

MTG DATE: 5/7/2024
ITEM: 7.C

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Noncommercial Hanger Development and Ground Lease with Ground Zero Plumbing & A/C, LLC and Termination of Ground Lease with Big Dog Development, LLC at Show Low Regional Airport (Jacob Allen)

RECOMMENDATION

I **MOVE** to approve a noncommercial hangar development and ground lease with Ground Zero Plumbing & A/C, LLC, and terminate the noncommercial ground lease with Big Dog Development, LLC, at Show Low Regional Airport and authorize the Mayor to sign the documents on behalf of the City.

BACKGROUND

On May 17, 2022, the City Council approved a noncommercial ground lease at Show Low Regional Airport for ten hangars with Big Dog Development, LLC. Big Dog Development, LLC agreed to pay for the infrastructure to expand the hangar area and be reimbursed through the ground lease.

Ground Zero Plumbing & A/C, LLC has requested a Noncommercial Hangar Development and Ground Lease per the airport ground lease policy for Hangar D Site of the ten-hangar area. As a result, the leases for Hangar D Site with Big Dog Development will be terminated. Ground Zero Plumbing & A/C, LLC will begin making payments on the ground lease.

The terms and conditions of the agreement include the new annual lease rate of $0.335 per square foot for 9,180 square feet or $3,075.36 per year plus tax, insurance, and applicable monthly user fees. The agreement includes an annual Consumer Price Index (CPI) increase. Ground Zero Plumbing & A/C, LLC is responsible for paying all utility costs. The length of the agreement is 25 years, beginning May 7, 2024, with the option to extend the agreement for five additional five-year periods for a total lease period of 49 years.

Staff recommends approving the noncommercial hangar development and ground lease with Ground Zero Plumbing & A/C, LLC, terminating the noncommercial ground lease with Big Dog Development, LLC, and authorizing the Mayor to sign the documents on behalf of the City.

ATTACHMENTS

1. Noncommercial Ground Lease.Property Sketch
2. aerialsouthairportdeve

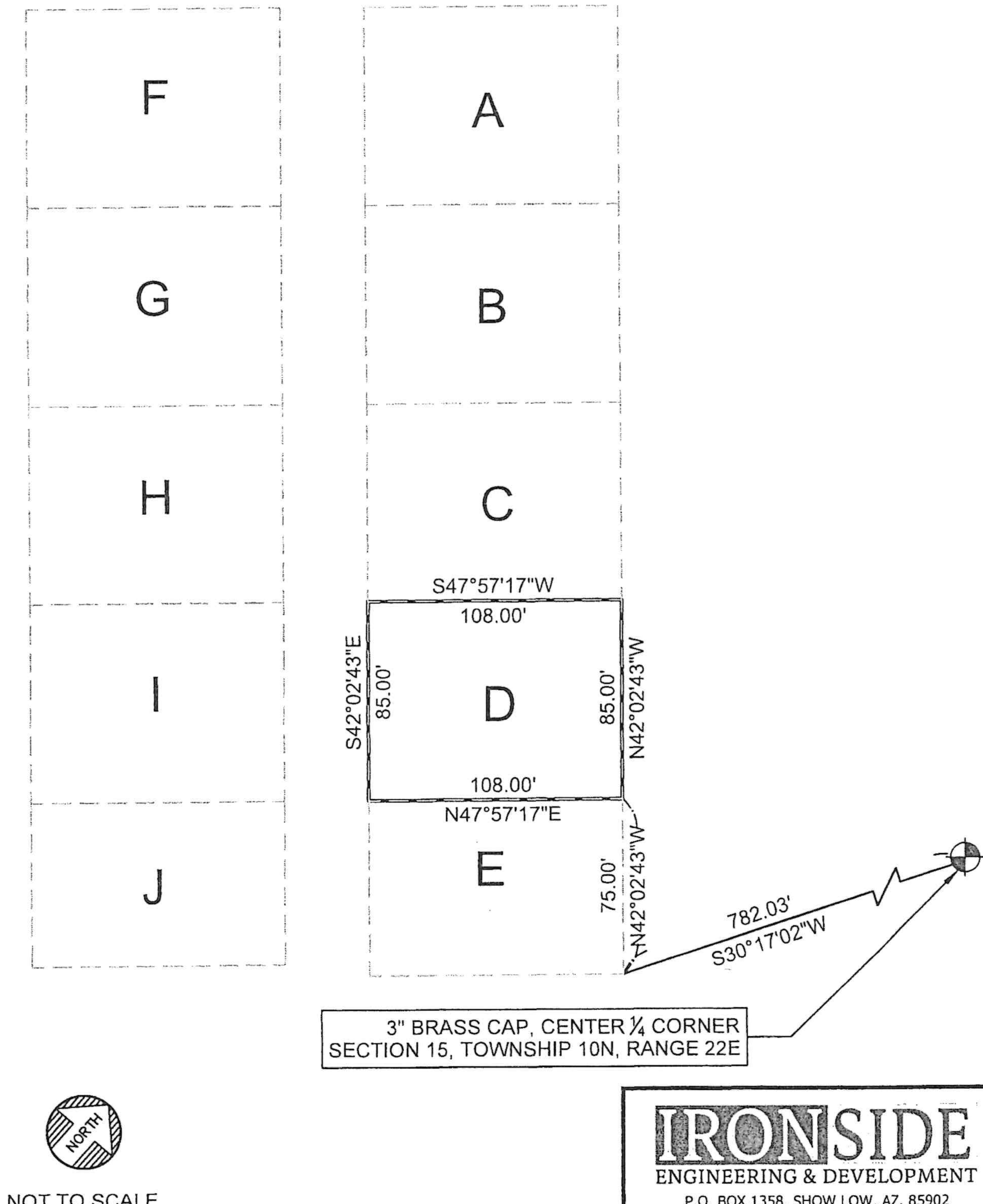
FISCAL IMPACT

Anticipated revenue: A total of $3,075.36 per year ground lease (plus taxes), subject to increases stipulated in the lease. This will be used to pay for infrastructure costs to Big Dog

Development, LLC.

PROPERTY SKETCH

DEPICTION OF PROPOSED HANGER 'D'



IRONSIDE
ENGINEERING & DEVELOPMENT
P.O. BOX 1358, SHOW LOW, AZ. 85902
(928) 532 - 0880

DATE: 05.02.2023 | JOB NO: 10163


SUBJECT PROPERTY
N DAVIDA FOIL JR DR
E CORPORATE WY
60
N 32ND ST
N 40TH ST
E ADAMS
E INDUSTRIAL LP
N
S
W
E

MTG DATE: 5/7/2024
ITEM: 7.D

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Acceptance of Arizona Department of Transportation Grant Funds for Replacement of Runway Directional Signage with Upgraded LED Signage at Show Low Regional Airport (Jacob Allen)

RECOMMENDATION

I **MOVE** to Accept Arizona Department of Transportation Grant Funds for the Replacement of Runway Directional Signage with Upgraded LED Signage at Show Low Regional Airport.

BACKGROUND

Show Low Regional Airport programmed a project for FY 2025 to upgrade existing directional signage on Runway 7-25 to LED signage as part of the Airport Capital Improvement Program (ACIP).

On April 1, 2024, the Arizona Department of Transportation (ADOT) notified airport staff that the FY 2025 grant funding requested by the Show Low Regional Airport via the ACIP had been approved.

The project is included in the Show Low Regional Airport budget for FY 2025. The project cost is estimated to be $235,000.00. As with all ADOT aeronautics grant funding, ADOT will fund 90% of the project cost, or $211,500.00, and the City will be responsible for 10% of the project cost, or $23,500.00.

Project Description	**Total Requested**	**Local Share**	**State Share**
Replace Signs for Runway	$235,000	$23,500	$211,500

Staff recommends accepting the ADOT grant funding for the replacement of runway directional signage at Show Low Regional Airport and authorizing the Mayor to sign all necessary documents.

ATTACHMENTS

None

FISCAL IMPACT

N/A

MTG DATE: 5/7/2024
ITEM: 7.E

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Acceptance of Arizona Department of Transportation Grant Funds for the Replacement of Precision Approach Path Indicators and Runway End Identifier Light at Show Low Regional Airport (Jacob Allen)

RECOMMENDATION

I **MOVE** to accept Grant Funds from Arizona Department of Transportation for the Replacement of Precision Approach Path Indicators and Runway End Identifier Lights at Show Low Regional Airport.

BACKGROUND

Show Low Regional Airport programmed a project for FY 2025 for replacement of the existing Precision Approach Path Indicators (PAPIs) and Runway End Identifier Lights (REILs) at Show Low Regional Airport, as part of the Airport Capital Improvement Program (ACIP).

On April 1, 2024, the Arizona Department of Transportation (ADOT) notified airport staff that the FY 2025 grant funding requested by the Show Low Regional Airport via the ACIP had been approved.

The project is included in the Show Low Regional Airport CIP budget. The total project cost is estimated to be $240,000.00. As with all ADOT aeronautics grant funding, ADOT will fund 90% of the project cost, or $216,000.00 and the City will be responsible for 10% of the project cost, or $24,000.00.

Project Description	Total Requested	Local Share	State Share
Replace PAPIs and REILs	$240,000	$24,000	$216,000

Staff recommends accepting the ADOT grant funding for the replacement of PAPIs and REILs at Show Low Regional Airport and authorizing the Mayor to sign all necessary documents.

ATTACHMENTS

None

FISCAL IMPACT

N/A

MINUTES OF THE SPECIAL MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, APRIL 16, 2024, AT 5:45 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 5:45 p.m.

2. Roll Call.

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

   COUNCIL MEMBERS ABSENT: None**.**

   STAFF MEMBERS PRESENT: Morgan Brown, City Manager; Anna Atencio, City Attorney; and Rachael Hall, City Clerk.

   GUESTS: Kenny Allen, Doug Roberts, Dawn Wilson-Golden, Derik Whipple, and others.

   COUNCILMAN ADAMS MOVED TO RECESS INTO EXECUTIVE SESSION TO INTERVIEW APPLICANTS FOR THE SHOW LOW CITY COUNCIL; SECONDED BY COUNCILMAN HATCH PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD VOTING IN FAVOR.

   The Show Low City Council recessed into Executive Session at 5:45 p.m.

3. Executive Session

   A. Confidentiality Statement

   B. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of a public officer, appointee, or employee of any public body and discussion or consultation with the attorney or attorneys of the public body for legal advice. Pursuant to A.R.S. Sections 38-431.03(A)(1) and 38-431.03(A)(3).

      (1) Interviews with Applicants for the Show Low City Council.

      5:45 p.m. Kenny Allen
      6:00 p.m. Doug Roberts
      6:15 p.m. Dawn Wilson-Golden
      6:30 p.m. Derik Whipple

      (2) Discussion of Potential Candidates for the Show Low City Council

4. Post Executive Session

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.

The Show Low City Council reconvened to Open Session at 6:45 p.m.

5. Adjournment.

There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE SPECIAL MEETING OF THE SHOW LOW CITY COUNCIL OF APRIL 16, 2024, AT 6:45 P.M.**

ATTEST: APPROVED:

______________________________ ______________________________
Rachael Hall John Leech, Jr., Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting of the City Council of Show Low held on April 16, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this ______ day of __________________, 20___.

____
Rachael Hall

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, APRIL 16, 2024, 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, Vice Mayor Kakavas, Councilman Adams, Councilman Clark, Councilman Hatch, Councilman Judd

   COUNCIL MEMBERS ABSENT: None**.**

   STAFF MEMBERS PRESENT: Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Greg Westover, Police Commander; Jeff McNeil, Police Commander; Bill Kopp, Public Works Director; Shane Hemesath, City Engineer; Jacob Allen, Airport Manager; Rick Austin, Public Works Operations Manager; Jay Brimhall, Community Services Director; and Rachael Hall, City Clerk.

   GUESTS: Kenny Allen, Doug Roberts, Jack Latham, Mark A McCly, Cathy Huling, Michael Allsop, John Hannah, Daris Gibbons, Andi and Brian Shintaku, Bill Bess, Sharon Stone, and others.

3. Invocation.

   Councilman Judd gave the invocation.

4. Pledge of Allegiance.

   Phantom of the Opera cast members sang the national anthem in lieu of the pledge of allegiance.

5. <u>**CALL TO THE PUBLIC**</u>**:**

   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.

   Brian Shintaku, of 1440 North 41st Drive, said he had issues with water runoff between his house and his neighbor's house. He said he had spoken with the City Manager and City Engineers, and all he wanted was a place to disperse the water in front of his house and protect his property.

   Bill Bess of 1420 North 41st Drive said he wanted to inform the City Council about a proposed Public Works drainage project in front of his house. He wanted to know why Public Works was involved in a civil dispute between two neighbors and why the proposed design benefited his neighbor but penalized him by reducing and limiting access to his driveway.

Mayor Leech said the City Council could not address the issue at this time and asked the City Manager and staff to investigate further.

6. **CONSENT CALENDAR:**

A. Proclamation by the Mayor Proclaiming April 2024, as **Show Low Junior High School White Mountain League Wrestling Championship Month** in the City of Show Low (Jay Brimhall)

B. Proclamation by the Mayor Proclaiming April 14 through 20, 2024, as **Public Safety Telecommunicators Week** in the City of Show Low (Brad Provost)

C. Proclamation by the Mayor Proclaiming May 1, 2024, as **Loyalty Day** in the City of Show Low (Rachael Hall)

D. Proclamation by the Mayor Proclaiming April 26, 2024, as **Arbor Day** in the City of Show Low (Jay Brimhall)

E. Consideration of Acceptance of Show Low Police Communications Facility Renovations, City of Show Low Project No. FM-2023 (Bill Kopp)

F. Consideration of Acceptance of City Campus Roof Replacement, City of Show Low Project No. FM-4223 (Bill Kopp)

G. Consideration of Adoption of Resolution R2024-14 Approving Intergovernmental Agreement with Arizona Department of Transportation for Design of Scott Ranch Road, Show Low Lake Road to Penrod Road (Shane Hemesath)

H. Consideration of Lease with General Services Administration on Behalf of Bureau of Indian Affairs for Old Terminal Building at Show Low Regional Airport (Jacob Allen)

I. Consideration of Noncommercial Hanger Development and Ground Lease with The Anthony and Marilyn Ippolito Family Trust Dated March 29, 2012 at Show Low Regional Airport (Jacob Allen)

J. Consideration of Minutes of Show Low City Council meetings:

1. Study Session of April 2, 2024

2. Regular Meeting of April 2, 2024

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, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD VOTING IN FAVOR.

Ms. Hall read the proclamation aloud, announcing the Show Low Junior High wrestling team was crowned this year's White Mountain League Champions.

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

A short appreciation video for the Show Low Police Department Dispatchers was shown.

Council members expressed their appreciation for all the amazing work done by the dispatchers.

Ms. Hall read the Loyalty Day Proclamation aloud.

7. **SPECIAL EVENTS:**

A. Presentation by Show Low High School Music Department

Becky Eagle, Choreographer for The Phantom of the Opera, introduced students from Show Low High School. The students performed a brief excerpt from the musical.

Mayor Leeched thanked the students. He said the Phantom of the Opera would be performed from April 26 and 27 and May 1 through May 4.

B. Presentation by Show Low Chamber of Commerce

Sunshine Brewer, Executive Director of the Show Low Chamber of Commerce, presented the 2024 first-quarter report. As of the end of the first quarter, 460 visitors had checked in at the Chamber, about 100 more than last quarter. The number of out-of-state visitors also rose. Most visitors who check in at the Chamber were age 60 or older. She said the Chamber was working on ways to track visitors through technology, such as the website and social media. She said the Chamber had done a lot with social media, especially Facebook, with some posts reaching over 100,000 people. The Chamber's website and social media efforts were reaching people in Arizona, New Mexico, and Canada.

Ms. Brewer said the gross income for the first quarter was just over $43,000.00, but the quarter ended with a net loss of just over $3,500.00. This was due to spending money on preparation for Show Low Days and sponsorships.

Mr. Brewer said the Chamber had 302 members, a 100 percent increase since she took over in November of the year before last. The Chamber had increased benefits without increased dues. Those benefits included a ribbon cutting and grand opening celebrations, Show Low Chamber of Commerce plaque, framed proclamation, business after-hours and other networking opportunities, inclusion in up to four e-blasts a year, business cards or flyers in the Tourist Information Center (TIC), part of the referral network, their business flyers in the TIC, on the website, and Chamber social media, their own page in the Chamber website directory, free attendance for one to the monthly luncheons, social media marketing and, free entry into the two City of Show Low Parades.

Ms. Brewer said the Chamber was promoting Show Low as a vacation destination on the website, social media, and at the AZ Game and Fish Outdoor Expo and as a “One-Stop Shop” for all things tourism. She said the Chamber was busy with ribbon cuttings, hosting monthly Chamber mixers, and monthly lunch and learns. They partnered with the Small Business Development Center, Northland Pioneer College, White Mountain Economic Development, and Show Low Economic Development to offer educational seminars and round tables for business owners and prospective business owners.

Ms. Brewer said that over the past year, the Chamber had done a lot of work on the exterior facade of the building, such as removing the ramps and updating the signage.

Ms. Brewer encouraged the Council members to visit the Chamber’s website to see everything being promoted. The website provided links to the City of Show Low website, the Small Business Development Center website, and others.

Ms. Brewer provided a list of upcoming Chamber events, including the Business Series of Classes in partnership with Northland Pioneer College, the BizExpo in partnership with the City of Show Low, a Cyber Security luncheon, and Show Low Days.

The Council members thanked Ms. Brewer and the Chamber Board members for all their great work and the changes they had made.

C. Presentation Regarding Wildfire Mitigation by Arizona Public Service

Janet Dean, Arizona Public Service (APS) Public Affairs Manager, said she was here to present APS's fire mitigation plan. She said they had a multi-faceted strategy to protect against wildfires and were refining it, improving it with enhanced inspections, monitoring, grid hardening, and risk modeling.

Ms. Dean said APS had a robust program to manage vegetation along 38,000 miles of line around its equipment. Tree trimming and clearing along distribution lines were performed on set cycles, and a hazard tree program monitors and addresses issues.

Ms. Dean said enhanced inspections included frequent inspections and the use of technology to identify risks. APS was conducting line patrols to inspect infrastructure and deploying drones to inspect lines and reach difficult-to-access parts of our system. APS also used LiDAR and infrared imaging to identify potential safety risks more effectively.

Ms. Dean said APS put tools in place to identify wildfires early and enable faster suppression with improved monitoring. Weather stations were used to proactively identify when weather factors increased the risk of ignition, and cameras were used to detect wildfires not for notification purposes but to see if one was in the area. Then, the risk to the system could be assessed.

Ms. Dean said that with grid hardening, APS continuously upgraded their system to make it more resilient. APS was deploying advanced technology to better monitor and manage the grid. She said they were increasing investments to increase resilience, reduce risk, and quickly address issues identified during inspections.

Ms. Dean said risk modeling used advanced tools such as software to proactively identify where the system had elevated wildfire risks. She said they used risk-informed capital planning to focus investments on proactively reducing risk.

Ms. Dean said that Public Safety Power Shutoffs (PSPS) were another tool used when the risk of wildfires was extremely high, but they would not be used in Navajo County. She wanted to inform the Council members about this new tool in case they heard about it. APS was taking a very surgical approach to implementing this tool. It was not used on all lines, only in areas where high winds, combined with dry conditions and extreme heat, presented a real risk of catastrophic wildfire heading toward a very populated area. APS identified 13 lines that could impact 14,000 customers in Northern Arizona in Yavapai, Gila, and Coconino Counties.

Ms. Dean said high winds, dry conditions, extreme heat, and the risk of spread could lead to power shut-offs. The implications of a public safety power shutoff on customers included targeted de-energization of APS's lines on days of extreme risk. Outages could last up to 20 hours while risk was elevated and to enable line inspection before the lines would be re-energized.

Council members thanked Ms. Dean and APS for updating them on their wildfire mitigation plans.

8. **NEW BUSINESS:**

A. Consideration of Ordinance No. 2024-03 Extending and Increasing the Corporate Limits of the City of Show Low, Navajo County, State of Arizona by Annexing Thereto Certain Territory Contiguous to the Existing Limits of the City of Show Low, Arizona (Anna Atencio)

Ms. Atencio said Show Low Lake, LLC approached the City about a land swap with the Town of Pinetop-Lakeside in furtherance of their development around Show Low Lake. The portion of Show Low Lake, LLC property near Show Low

Lake was within the Town of Pinetop-Lakeside city limits. After discussions with Show Low Lake, LLC, staff approached the Town of Pinetop-Lakeside and discussed Pinetop-Lakeside deannexing a portion of land, approximately 60.07 acres, and the City of Show Low annexing that property.

Ms. Atencio said the Arizona Legislature provided a procedure for the deannexation of land from one municipality and annexation to another incorporated city or town. The procedure was outlined in Arizona Revised Statutes 9-471.02. At their Regular Council meeting on April 4, 2024, the Pinetop-Lakeside Town Council approved Ordinance No. 24-470 for the deannexation of the subject property from the Town of Pinetop-Lakeside to the City of Show Low.

Ms. Atencio said if the City Council adopted Ordinance No. 2024-03, the Ordinances from the Town of Pinetop-Lakeside and the City of Show Low would be sent to Navajo County for action by the Board of Supervisors. This action would be considered final following approval by the Board of Supervisors. The subject property would then be incorporated into the City of Show Low.

By unanimous consent, Ms. Atencio read Ordinance No. 2024-03 by title only, since all council members had a copy.

"AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, EXTENDING AND INCREASING THE CORPORATE LIMITS OF THE CITY OF SHOW LOW, NAVAJO COUNTY, STATE OF ARIZONA, BY ANNEXING THERETO CERTAIN TERRITORY CONSISTING OF APPROXIMATELY 60.07 ACRES, CONTIGUOUS TO THE EXISTING CITY OF SHOW LOW LIMITS FROM THE TOWN OF PINETOP-LAKESIDE, CONTINGENT UPON DEANNEXATION OF SAID TERRITORY BY THE TOWN OF PINETOP-LAKESIDE, AND APPROVAL BY THE NAVAJO COUNTY BOARD OF SUPERVISORS, PURSUANT TO THE PROVISIONS OF A.R.S. §9-471.02"

COUNCILMAN ADAMS MOVED TO ADOPT ORDINANCE NO. 2024-03; SECONDED BY COUNCILMAN JUDD; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD VOTING IN FAVOR.

B. Consideration of Ordinance No. 2024-04, Decreasing the Corporate Limits of the City of Show Low, Navajo County, State of Arizona, by Deannexing 62.40 Acres, Contingent on the Annexation by the Town of Pinetop-Lakeside (Anna Atencio)

Show Low Lake, LLC approached the City about a land swap with the Town of Pinetop-Lakeside in furtherance of their development around Show Low Lake. The agreement included the Town of Pinetop-Lakeside deannexing a portion of property and the City of Show Low annexing that property, and Show Low deannexing a portion of property and Pinetop-Lakeside annexing that property.

Ms. Atencio said at their Regular Council meeting on April 4, 2024, the Pinetop-Lakeside Town Council approved Ordinance No. 24-470 for the deannexation of 60.07 acres of land from the Town of Pinetop-Lakeside to the City of Show Low.

Ms. Atencio said staff requested to deannex 62.4 acres of forest service property within Show Low City limits to allow the Town of Pinetop-Lakeside to annex that property. The Town Council of Pinetop-Lakeside would then be presented an Ordinance to approve the annexation.

Ms. Atencio said the Arizona Legislature provided a procedure for the deannexation of land from one municipality and annexation to another incorporated city or town. The procedure was outlined in Arizona Revised Statutes 9-471.02.

Ms. Atencio said if the City Council adopted Ordinance No. 2024-04, the Ordinances from the Town of Pinetop-Lakeside and the City of Show Low would be sent to Navajo County for action by the Board of Supervisors. This action would be considered final following approval by the Board of Supervisors. The subject property would then be incorporated into the Town of Pinetop-Lakeside.

By unanimous consent, Ms. Atencio read Ordinance No. 2024-04 by title only since all council members had a copy.

"AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, DECREASING THE CORPORATE LIMITS OF THE CITY OF SHOW LOW, NAVAJO COUNTY, STATE OF ARIZONA, PURSUANT TO THE PROVISIONS OF TITLE 9, CHAPTER 4, ARTICLE 7, ARIZONA REVISED STATUTES AND AMENDMENTS THERETO, BY DEANNEXING THERETO CERTAIN TERRITORY CONTIGUOUS TO THE EXISTING TOWN OF PINETOP-LAKESIDE LIMITS CONTINGENT UPON ANNEXATION OF SAID TERRITORY BY THE TOWN OF PINETOP-LAKESIDE AND APPROVAL BY THE NAVAJO COUNTY BOARD OF SUPERVISORS, PURSUANT TO THE PROVISIONS OF A.R.S. §9-471.02"

COUNCILMAN JUDD MOVED TO ADOPT ORDINANCE NO. 2024-04; SECONDED BY COUNCILMAN HATCH; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD VOTING IN FAVOR.

C. Consideration of Award of Contract for Weed and Pest Control for City Properties and City Buildings, City of Show Low Project No. PWOPS-4923 (Rick Austin)

Mr. Austin said on March 11, 2024, an Invitation to Bid was sent to four companies for the City’s weed and pest control services. The weed control services were bi-annual and included the airport, three lift stations, 15 bus shelters, the City Campus, designated City curbs and sidewalks, and monthly pest control for 20 City-owned buildings. Three weed and pest control companies attended the Mandatory Pre-Bid Conference on March 19, 2024. Two companies submitted bids with the following results:

Contractor	Total Bid
Hydra Pest Control, LLC	$24,894.17
Bulwark Exterminating, LLC	$29,190.00

Mr. Austin said staff recommended awarding the services contract for the City's weed and pest control, City of Show Low Project No. PWOPS-4923, to Hydra Pest Control, LLC, for $24,894.17 per year or $74,682.51 for three years.

Mayor Leech said a map on the City's website showed the areas for the contracted weed control. The weed control focused on the grass and weeds growing between the sidewalks, not off the shoulders.

VICE MAYOR KAKAVAS MOVED TO AWARD THE CONTRACT FOR THE CITY'S WEED AND PEST CONTROL, CITY OF SHOW LOW PROJECT NO. PWOPS-4923, TO HYDRA PEST CONTROL LLC IN THE AMOUNT OF $24,894.17 ANNUALLY FOR A THREE-YEAR TOTAL OF $74,682.51; SECONDED BY MAYOR LEECH; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD VOTING IN FAVOR.

D. Consideration of Award of Construction Contract for Show Low Lake Spillway Campground Utility Improvements, City of Show Low Project No. FM-7124 (Shane Hemesath)

Mr. Hemesath said the City's fiscal year 2024 Capital Improvements Plan budget included $300,000.00 for a utility improvement project labeled Show Low Lake Spillway Campground Restroom and Utilities. The group campground located across the spillway at Show Low Lake currently did not have any utilities or restroom facilities. The project's first phase was designed to extend power, water, and sewer utilities from Show Low Lake Road across the spillway to the campground. After the utilities were in place, a restroom would be constructed as a separate project.

Mr. Hemesath said the City engineering staff designed the project with a construction estimate of $230,000.00. The project was publicly bid according to statutory requirements with the following results:

Contractor	Total
Western Grade, LLC	$250,408.51
Apache Underground and Excavating	$266,119.00
Conco Concrete Specialist	$299,925.00
SJ Contracting LLC	$380,056.60
Hylan West Inc.	$593,399.33

Mr. Hemesath said staff recommended awarding the construction contract for the Show Low Lake Spillway Campground Utility Improvements, City of Show Low Project No. FM-7124, to Western Grade LLC, in an amount not to exceed $250,408.51.

Mayor Leech asked if there were designated campgrounds on that side of the Show Low Lake or if it was open camping. Mr. Hemesath said two designated group campgrounds were on that side of Show Low Lake.

COUNCILMAN JUDD MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE SHOW LOW LAKE SPILLWAY CAMPGROUND UTILITY IMPROVEMENTS, CITY OF SHOW LOW PROJECT NO. FM-7124, TO WESTERN GRADE LLC, IN AN AMOUNT NOT TO EXCEED $250,408.51; SECONDED BY VICE MAYOR KAKAVAS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD VOTING IN FAVOR.

E. Consideration of Appointment of City Council Member (Rachael Hall)

Ms. Hall said Councilman Mike Allsop, whose term expires at the first regular Council meeting in December 2026, resigned his Council seat effective March 27, 2024, due to running for the Mayor's seat in the upcoming election. The City Council formally accepted his resignation at the March 19, 2024, regular meeting.

Ms. Hall said that when there was a vacancy on the City Council, State Statute allowed the Council to appoint someone to fill the vacancy for the remaining term. In the past, the Council solicited applications of interest and held interviews in Executive Session, and the City Council appointed an applicant to fill the vacancy.

Ms. Hall said staff advised that five candidates had submitted packets for three open City Council seats, whose terms expire in December 2024, for the upcoming 2024 Primary Election. The City Council advised staff to contact the candidates and those currently sitting on the Show Low Planning and Zoning Commission to gauge interest in being appointed to the vacant Council seat.

Ms. Hall said staff contacted all candidates and Commissioners, and four applicants submitted an application: Kenny Allen, Doug Roberts, Dawn Wilson-Golden, and Derik Whipple. The Council interviewed the four applicants at a Special Meeting before the Regular Meeting on April 16.

Ms. Hall said the Council was given a ballot showing the names of the four applicants. Council members were to mark one choice on the ballot for the individual they wished to appoint. After the Clerk tallied the results and announced the individual with the most votes, a formal motion would be made based on the results. Council members' votes would be reflected in the minutes.

The Council members marked their preferences for the vacant position. Selection by the Council for the seat:

- Councilman Adams

Derik Whipple

- Councilman Clark

Derik Whipple

- Councilman Hatch

Derik Whipple

- Councilman Judd

Derik Whipple

- Vice Mayor Kakavas

Kenny Allen

- Mayor Leech

Dawn Wilson-Golden

COUNCILMAN HATCH MOVED TO APPOINT DERIK WHIPPLE TO THE SHOW LOW CITY COUNCIL FOR A TERM EXPIRING DECEMBER 2026; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD VOTING IN FAVOR

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Adams invited any new Show Low residents and summer visitors to visit the Show Low Museum.

B. Mayor

Mayor Leech said the City of Show Low's 71st anniversary and BBQ Throwdown would be held on May 3 and 4. It would be an event filled with live music and barbecue. He said while the competitors did not cook for the public, taste tickets would be available for purchase for a People's Choice award. Traeger would be there and cooking for everyone.

Mayor Leech said 16 teams registered for the competition, and they would compete in four categories: ribs, chicken wings, steak, and tacos and quesadillas.

C. City Manager

Mr Brown said the Show Low BizExpo would be held this Friday and Saturday. About 50 local businesses would participate. The event was free to the public and a great opportunity to learn more about what Show Low's local businesses offer. There would be lots of demonstrations, contests, and prizes.

Mr. Brown said the City's annual MLK Day of Service, when volunteers work on a community project, was scheduled for April 27. Participants should be at City Hall at 9:00 a.m. to receive work assignments and then return for lunch prepared for all the volunteers. Please make sure to wear closed-toe shoes and bring gloves and a hat. He said there were several projects to choose from: one at the school, one at the Meadow Trail, and one at the transitional housing for people experiencing homelessness.

Mr. Brown said that in public works projects, work continued on many projects around the City. Regarding the new pickleball courts, the contractor must wait for warmer weather before applying the surface coatings on the courts. He said the City hoped to open the Splash Pad on May 1; however, it would depend on the weather. Temperatures must remain above freezing at night before opening the Splash Pad. He thanked the citizens for their patience as improvements were made around the City.

10. **SCHEDULE OF MEETINGS:**

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

Mr. Brown said the Budget Town Hall and Study Session for citizen input was scheduled for April 18 at 6:00 p.m. The Town Hall would be followed immediately by a Council Budget Study Session.

Mr. Brown said the City Council would hold a Special Meeting on April 23 at 5:00 p.m. for a public hearing regarding a proposed annexation.

Mr. Brown said that on May 7 at 6:00 p.m., before the Regular Council meeting, Council members were invited to tour the new communications facility.

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 APRIL 16, 2024, AT 8:15 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 April 16, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this ______ day of ___________________, 20___.

____
Rachael Hall, City Clerk

MINUTES OF THE BUDGET TOWN HALL AND STUDY SESSION OF THE SHOW LOW CITY COUNCIL HELD ON THURSDAY, APRIL 18, 2024, AT 6:00 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 6:00 p.m.

2. Roll Call.

   COUNCIL MEMBERS PRESENT: Mayor Leech, Councilman Clark, Councilman Hatch, Councilman Judd, newly appointed Derik Whipple, and Vice Mayor Kakavas arrived at 6:30 p.m., Councilman Adams arrived at 6:42 p.m.

   COUNCIL MEMBERS ABSENT: None.

   STAFF MEMBERS PRESENT: Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Scott Tipton, City Magistrate; Brad Provost, Police Chief; Greg Westover, Police Commander; Rick Austin, Public Works Operations Manager; Jay Brimhall, Community Services Director; Cari Bilbie, Accounting Manager; Bill Kopp, Public Works Director; Justen Tregaskes, Planning and Zoning Director; Shane Hemesath, City Engineer; Jacob Allen, Airport Manager; and Rachael Hall, City Clerk. .

   GUESTS: and others.

3. Invocation.

   Councilman Clark gave the invocation.

4. Pledge of Allegiance.

   Mayor Leech led the Council and audience in the pledge of allegiance.

5. Budget Town Hall and Review of Recommended Budget for Fiscal Year Ending June 30, 2025.

   Mr. Brown reviewed the budget development process. He said the Capital Improvement Committee met last fall, which started the process. That portion of the budget was approved in December. This was followed by meetings with the City's department heads to review the budget process. City staff met with Council members in January to discuss the City Council's priorities and goals. In March, the budget was reviewed with department heads, and the draft recommended budget was then sent to the City Council.

   Mr. Johnson said tonight's study session was to present a budget review of the recommended department budgets, including a synopsis of anticipated revenues and expenditures for fiscal year 2025. If needed, another budget review was scheduled for April 25. He said staff would present an overview of the tentative budget on May 21, including any changes to the recommended budget per the Council's direction. The final budget would be adopted on June 21, and the City would adopt the secondary property tax levy on July 16.

Mr. Johnson said that in 1978, the State Legislature imposed spending limits on all the cities based on their population and a few formulas. The budget presented was about $2 million under that expenditure limitation. The Sports and Events Center and Scott Ranch Road were the two projects that brought the City close to the imposed budget limit.

A copy of the recommended budget for the fiscal year ending June 30, 2025, presentation was attached to the minutes.

Magistrate Court

Mayor Leech asked if the Court still had a program with ankle monitors. Judge Tipton said the ankle monitoring program was still in effect, but the request for the monitors was down.

Mayor Leech asked if the budget included enough funds for the program. Judge Tipton said the budget included enough funds for this program.

Planning and Zoning

Mayor Leech asked whose department the code enforcement officer would be under and if the City needed more than one. Mr. Johnson said the code enforcement officer was in the Planning and Zoning Department. Mr. Tregaskes said the official title of the position was Community Development Specialist. Planning and Zoning would also work with Show Low Police Department employee Chuck Buffington, who would be involved in some code enforcement, particularly vacation rentals.

Councilman Clark asked what the turnaround time was for residential and commercial permits. Mr. Tregaskes said that for residential permits, the turnaround time was usually ten working days, but for commercial permits, it depended on the type of project and its complexity. Staff tried completing the first commercial project review within 20 working days.

City Attorney

No questions.

Community Services

- Administration
- Library
- Recreation
- Aquatics
- Public Information

Councilman Clark asked if it was possible to hire the recreation positions before the end of this fiscal year as the City came into its busy season and capitalized on this busy window. Mr. Johnson said there were no salary savings in the Parks and Recreation budget, so the money would need to come from somewhere else. Mr. Brimhall said he always worked closely with his staff to maximize productivity and get the most out of events, but it took a lot of work. The addition of new pickleball courts would put an additional strain on staffing, and getting someone onboard soon to coordinate with that group would be beneficial.

Councilman Clark said he would consider using Council Contingency funds to hire an additional employee for the recreation department this fiscal year instead of waiting until July 1, 2024.

Mayor Leech said the City would be adding Timothy McKay Memorial Park, which would require hiring and training additional staff.

Councilman Clark asked how the library cameras were being utilized. Mr. Johnson said the cameras recorded library activity but were not monitored.

Police

- Operations
- Investigations
- Administration/Operational Support
- Communications
- Animal Control

Mayor Leech asked what role the Community Action Officer filled. Mr. Johnson said Chuck Buffington was currently in the role and focused on code compliance for short-term vacation rentals, business reporting, homeless camps, public transit, and many other things that made the community safer.

Councilman Clark asked where the new officers would be placed if the Council approved the budget. Chief Provost said they would be in Patrol. This position would be a backfill position to keep the department fully staffed when officers were deployed (currently, two were deployed), away at training, or as a result of vacancies due to turnover.

Councilman Clark asked if the budget included a plan or funding for workforce housing and if it was a concern for the officers. Chief Provost said affordable housing was a concern for the department employees, and City staff was discussing a plan.

Mr. Brown said the workforce housing policy was approved by the City Council a month ago. A developer approached the City and was now developing apartments because of the City's new policy of waiving fees for workforce housing.

Public Works

- Airport
- Engineering
- Parks/Facilities Maintenance
- Streets/HURF
- Water Services
- Wastewater

Mayor Leech asked if the fuel numbers would change if the Department of Transportation approved a new airline for Show Low Airport. Mr. Johnson said there were some contingencies in the budget. If the potential helicopter training facility was approved and fuel was purchased from the City, fuel sales would increase from $700,000.00 to $1,500,000.00.

Vice Mayor Kakavas asked how old the City-owned hangar roof was. Mr. Kopp said the Hangar was about 18 years old.

Councilman Clark asked if it made more sense to flatten the existing buildings and build new metal buildings. Mr. Brown said the lead paint and asbestos were removed from the City Campus buildings with grant funds. Also, the City recovered some money for the building that the tenant had leased and torn up.

Mr. Brown said City Campus Phase 3 did not have a lot of detail but covered what could be done to these buildings. The City was focusing on the training facility so the recreation department would have office space, a place to hold classes and after-school programs. The City may not need all the $950,000.00 that was budgeted.

Councilman Judd asked about the time frame for the pickleball lighting and Timothy McKay Memorial Park. Mr. Johnson said the conduit for the pickleball lighting was already installed, so it would depend on the lead time for lighting fixtures, which could only be ordered after July 1. He said the City should know if it received the Timothy McKay Memorial Park grant sometime in October. If the City did not get the grant funds, staff would move forward with the project in phases. Phase 1 would be done in 2024, and Phase 2 would be done in 2025.

Mayor Leech asked what the Museum Frontage Improvement costs entailed. Mr. Kopp said the $25,000.00 would be used to hire an architect to make the building look like one building. The Mayor asked if the City still planned to redesign the building since there were plans to move the museum. Mr. Kopp said it depended on the timing of moving the museum. Mayor Leech said he would rather save and apply the money to the new building.

Vice Mayor Kakavas asked when the design of Timothy McKay Memorial Park would be completed. Mr. Kopp said the final design would be completed in May.

Vice Mayor Kakavas asked if the City Council would have input on the final design. Mr. Kopp said yes, the Council members would be able to provide input.

Mayor Leech asked if the City planned to put artificial turf on the Little League field. He said he was not a fan of artificial turf. Mr. Hemesath said this item had been moving through the Capital Improvement Plan budget throughout the years. The infield was in bad shape and must be resurfaced with grass or artificial turf.

Councilman Clark asked if the entire field would be artificial turf or just the infield. Mr. Hemesath said $250,000.00 would not cover artificial turf for the entire field. This project would be done in phases. The City would fix the drainage issues first, add the artificial turf to the infield, and leave the outfield as grass for now.

Mayor Leech said he understood that natural grass had some maintenance issues but would like further discussions about switching to artificial grass before approving this change. Mr. Hemesath said the City could returf the infield if the City Council wanted to do that.

Councilman Clark asked when the work on the Little League field would be done. Mr. Hemesath said the resurfacing work would start in the fall after the All-Star games.

Councilman Clark asked where the bulk of the power line lowering was taking place. Mr. Johnson said the lowering of power lines was in partnership with APS. The power lines had been lowered on the Deuce of Clubs up to the police station. The project would pick up there and continue west down the Deuce of Clubs.

Councilman Clark asked what the benefit of lowering the power lines was. Mr. Kopp said putting the power lines underground offered more protection from natural disasters, was more aesthetically pleasing, and was safer.

Councilman Clark asked if the multi-use path from Pine Oaks to Fawn Brook would be similar to the one that went from the furniture store to Pine Oaks and, if so, what the time from that project was. Mr. Hemesath said the multi-use path project was applied for as a transportation alternative grant project, which comes from federal funds. The Arizona Department of Transportation (ADOT) would be managing the project. The City had completed the design plans, which ADOT still needed to approve. The City also needed to go through the environmental process. This type of project typically took a year and a half to two years to complete. The pathway would be a winding, detached, asphalt path.

Councilman Clark asked what an ice detector was. Mr. Kopp said the detectors used infrared technology to determine if ice formed on asphalt. They would send warning notifications to the City and posted electronic signs stating that the roads were icy. The City planned to install these detectors on Penrod Road, the s-curve on Old Linden Road, Woolford Road, and possibly some sections of Show Low Lake Road.

Mayor Leech asked when the City would hear about the RAISE Grant for Scott

Ranch Road. Mr. Brown said the City would hear about the RAISE Grant sometime in June.

Councilman Clark asked if the Arizona Legislature had published its budget and if the City was basing its budget on already guaranteed money. Mr. Johnson said the City received the State share revenue estimates, which were down slightly from last year. The State's deficit would only affect the City's budget if the City added additional projects. The City's budget would be close to the estimate provided by the State.

Councilman Clark asked if the Arizona Legislature could raid HURF funds as they did in 2009 and how that would impact the City. Mr. Johnson said that was always possible; however, staff was not concerned that the HURF funds would be raided at this time. In the weekly staff calls with the Arizona League of Cities and Towns, there had been no talk of sweeping HURF for funds.

Councilman Adams asked about the status of the Scott Ranch Road design grant. Mr. Hemesath said the City received the SMART Grant for the design work this year. The project would go through ADOT, and the City Council approved the Intergovernmental Agreement at the last Council meeting. Staff recently met with the assigned ADOT project manager and toured the site. ADOT was now going through its internal process of selecting and contracting with a design consultant.

Councilman Clark asked if Public Works was able to fill their open positions, if wages were competitive, and if affordable housing was an issue. Mr. Austin said he was only two employees short of having a full staff. The main concern was workforce housing; most Public Works staff live outside the City.

Mayor Leech asked about the Fools Hollow AC Replacement Phase II project. Mr. Hemesath said it was a continuation of the Fools Hollow Subdivision Waterline Replacement project started last year. The City would install larger waterlines and fire hydrants while eliminating the smaller pipes in the rest of the subdivision.

Mayor Leech asked if the City was involved in any of the conversations about the water leaking from the dam at Fools Hollow Lake. Mr. Brown said Arizona Game and Fish managed the dam, and the Forest Service managed Fools Hollow Lake. He said the State tried to close the gaps as best they could when the lake was put in, but the lake would always leak.

Councilman Clark asked about the City's water capacity status on regular days and how that changed on busy weekends like the Fourth of July. Mr. Kopp said the City had just finished its Water Master Plan study, and if no changes were made to the system, it would be 12 years before there would be a possible water deficit. However, May and June were dry, busy months; if three or four wells failed simultaneously, that would be a cause for concern.

Councilman Judd asked how many wells the City had. Mr. Kopp said the City had 17 wells. Well 17 would be online in Show Low Bluff in the next few months, and the water deficit time frame would be extended.

Councilman Adams asked how much grant money the City had applied for and how much the City received. Mr. Johnson said the budget did not provide the breakdown of grants applied for versus grants received. Mr. Brown said he would provide that information to the Council members.

Special Revenue Funds

- Debt Service
- Self-Insurance
- Cemetery
- Sanitation
- Show Low Bluff Community Facilities District
- Street Light Improvement District
- Projects

Mayor Leech asked what the plan was to get more space for Public Works over the next few years. Mr. Brown said there was $1.1 million in the budget to build the new building.

Councilman Clark asked how the transition for customers went when the City brought on a new water company. Mr. Brown said the last water company the City bought was 12 years ago. He said he remembered it being almost 100 percent positive.

Councilman Clark asked where the City was on installing the signage at the Cemetery. Mr. Brown said some issues with the power lines near the cemetery were causing the delay. Staff was trying to work through the issue.

Councilman Adams asked how long the new agreement with Waste Management was. Mr. Johnson said the agreement was for six years with some renewal options, for a total of ten years.

Councilman Clark asked if Show Low Bluff Development was gearing up to start building again. Mr. Johnson said staff met with the developers about a month ago, and they appeared to be committed to building the bridge. Mr. Brown said they had sold more lots and had some people building spec homes.

Mayor Leech asked what the changes were to the abatement process that was causing the delay to the Woody’s project. Mr. Johnson said a person from the Environmental Protection Agency (EPA), the Department of Environmental Quality, and Terracon, the consultant on the Woody’s project, originally proposed injecting a bio-stimulant into the soil so that the City could build a parking lot over the area. Testing would continue, and once the tests came back good, the City could further develop or sell the land. However, a new contact with the Department of Environmental Quality did not think the bioremediation would work, and the City needed to either excavate the contaminated area at a cost of about $2 million or pave over the contaminated area and leave it as a parking lot. This did not apply to the entire section, only the contaminated area.

Mayor Leech said the City had been talking about making that section a parking lot anyway, so the City should move forward with that plan. Mr. Johnson said the EPA needed to let the City know if they would allow the grant funds to be used to build the parking lot. Once the staff heard back from the EPA, they would share the information with the Council.

Administrative Services

- Human Resources
- Information Systems
- Administrative Services/Finance
- Public Transportation

No questions.

Administration

- City Council
- City Manager
- City Clerk
- General Operations

Councilman Clark asked how the City Council budget increase was established. Mr. Johnson said the City looked at the Arizona League of Cities and Towns survey of elected officials' salaries and then compared the City of Show Low Council budget to other municipalities of similar size to establish the new budget number.

Mayor Leech asked if the City needed more than $250,000.00 to hook up to the new broadband once the County brought it into Show Low. Mr. Johnson said no. The County would be bringing the trunk line into town on the Deuce of Clubs, so the City would only need to bring the line from the Deuce of Clubs to the City buildings.

Councilman Clark said workforce housing would be one of the biggest issues the City had to deal with and asked if there was more that the City could do to address this problem.

Mayor Leech said he met with the White Mountain Realtors Association a couple of times, and the City staff should include them in future discussions regarding workforce housing.

Councilman Clark asked if the City needed to change the zoning code or build a housing complex for the employees of the City of Show Low and Show Low School District. He said there would not be one solution to the affordable housing problem. It would need a multi-prong solution.

Mr. Brown said the City applied for a housing study grant and received $100,000.00. That was an important first step. The study would provide the City with direction and support for future grants. Staff continued to look for workforce housing solutions, were open to ideas and suggestions, and would sit down with the White Mountain Realtors Association.

Mr. Johnson said there was money in the budget for workforce housing and could increase that number if the City Council requested it. Councilman Clark said he would like a study session once the workforce housing study was complete.

Councilman Clark asked what the Salvation Army was doing with the money it received from the City. Mr. Johnson said it was used for emergency food and shelter programs, funding for heat source utilities, and provided supplemental food boxes for households.

Vice Mayor Kakavas asked if the Salvation Army received a lot of funds from the Community Fast. Mr. Johnson said he did not know how much the Salvation Army received from the Community Fast.

Councilman Adams asked what the Arizona Alpine Trail Association did. Mayor Leech asked if the Arizona Alpine Trail Association had ever provided the City with a spending report for the $12,000.00 they received from the City last year. Mr. Brown said the City had not received a report yet, but one would be provided. He said the Arizona Alpine Trail Association was building a trail from Payson to Alpine. The amount they requested from each city was based on its population, a $1.00 per resident.

Vice Mayor Kakavas asked what the Arizona Professional Writers did. Mr. Johnson said the organization provided literacy for all ages and helped people who wanted a career in writing.

Mayor Leech said North Country Health Care applied for community funds this year because their state funds were cut.

Councilman Judd asked if any other facilities on the mountain provided the same services as North Country Health Care. Mr. Johnson said he did not know if other facilities provided the same services.

Vice Mayor Kakavas said she thought Changepoint and Navajo County had crisis lines and provided other similar services. Mr. Brown said staff could conduct more research and find out who provided similar services.

Councilman Clark asked if the City was still having issues with the bus stop by Walmart. Mr. Brown said Chuck Buffington had been staying on top of the bus stop issues. Mr. Johnson said the City had not heard anything new, and Walmart informed staff that things were going well at the bus stop, and they appreciated the help from the City.

6. Adjournment.

   There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE BUDGET TOWN HALL AND STUDY SESSION OF THE SHOW LOW CITY COUNCIL OF APRIL 18, 2024, AT 8:52 P.M.**

ATTEST: APPROVED:

_______________________________ _______________________________
Rachael Hall John Leech, Jr., Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Budget Town Hall and Study Session of the City Council of Show Low held on April 18, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this ______ day of __________________, 20___.

____
Rachael Hall

City of Show Low, AZ

FY2025 Recommended Budget
$125,790,648

April 4, 2024 - Department Budget Summary

Overview

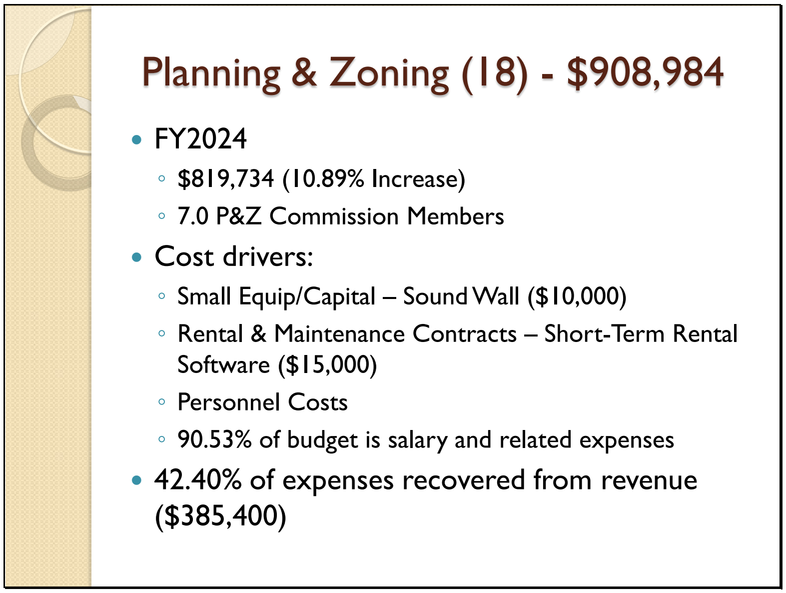
- **April 4 – Study Session**
  - **Pages 3-10 of budget document**
- **April 4 – Budget Review**
  - **Magistrate Court**
  - **Planning & Zoning**
  - **City Attorney**
  - **Community Services**
    - **Community Services Administration, Library, Parks & Recreation, Aquatic Center, Public Information**
  - **Police Department**
    - **Operations, Investigations, Administration, Communications, Animal Control**
  - **Public Works**
    - **Airport, Engineering, Parks/Facilities Maintenance, Streets/HURF, Water Services, Wastewater**

Overview Continued

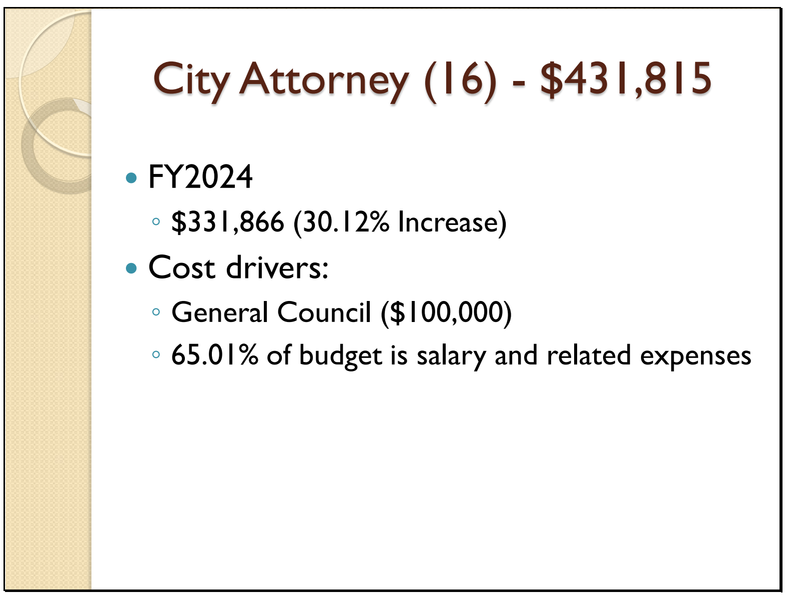
- **Special Revenue Funds**
  - **Debt Service, Self-Insurance, Cemetery, Sanitation, Show Low Bluff Community Facilities District, Street Light Improvement District, Projects**
- **Administrative Services**
  - **Human Resources, Information Systems, Administrative Services/Finance, Public Transportation**
- **Administration**
  - **City Council, City Manager, City Clerk, General Operations**
- April 18 – Budget Review (as needed)
- April 25 – Budget Review (as needed)
- May 21 – Overview of Tentative Budget
- June 4 – Tentative Budget Adoption
- June 18 – Final Budget Adoption
- July 16 – Adopt Secondary Property Tax Levy

Magistrate Court (15) - $119,463

- FY2024
  - $108,795 (9.81% Increase)
- Cost drivers:
  - Contract with County for Court Clerk ($56,500)
  - Small Equip/Capital purchase – New Printer ($8,000)
  - Continued use of JCEF and other restricted court funds for travel/training and other eligible expenses
- All expenses recovered from revenue ($151,600)



$50,000 budgeted in Revenue for Short-term rentals



General Council increase from $15,000 to $100,000

Community Services (37) - $696,717

- FY2024
- $407,285 (71.06% Increase)
- 3.0 FTE Positions
  - Grant's Manager to full-time ($21,011)
- Cost drivers:
  - Capital – City Building Signage ($250,000)
  - 49.71% of budget is salary and related expenses

Cost to increase position to full-time w/benefits increases budget by $21,011 (included ERE)
Grant's Manager position changed to full-time due to retirement of part-time staff.

Library (19) - $758,543

- FY2024
- $711,900 (6.55% Increase)
- 9.0 FTE positions
- Cost drivers:
  - Two (2) part-time page positions for 3-months changed to one (1) part-time position year-round ($12,896)
  - Small Equipment/Capital
    - Security Cameras/Installation ($20,500)
  - 77.64% of budget is salary and related expenses

Increasing two part-time pages for three months to 1 part-time page year-round increases budget $12,896 (included ERE)

Recreation (34) - $652,519

- FY2024
  - $585,193 (11.5% Increase)
- 7.8 FTE employees (4.0 full-time)
  - Addition of one (1) full-time employee ($73,269)
- Direct revenue estimated at $169,000 (25.9% of expenses recovered through revenue)
- Cost drivers:
  - 65.9% of budget is salary and related expenses

Cost for 1 FTE is $73,269 (includes ERE)
Additional staffing due to increase in events such as pickleball and flag football

Aquatics (41) - $875,806

- FY2024
  - $760,167 (15.21% increase)
  - Increase in part-time wages due to minimum wage requirement
- 9.5 FTE employees (2.0 full-time)
  - Addition of 1 FTE – Assistant Aquatics Manager ($78,147)
- Direct revenue estimated at $94,800 (10.82% of expenses recovered through revenue)
- Cost drivers:
  - Paint interior of building ($25,000)
  - Replace showers in locker room ($30,000)
  - Pool Pump ($15,000)
  - 62.94% of budget is salary and related expenses

Addition of 1 FTE increases budget by $78,147 (included ERE)

Public Information (36) - $413,385

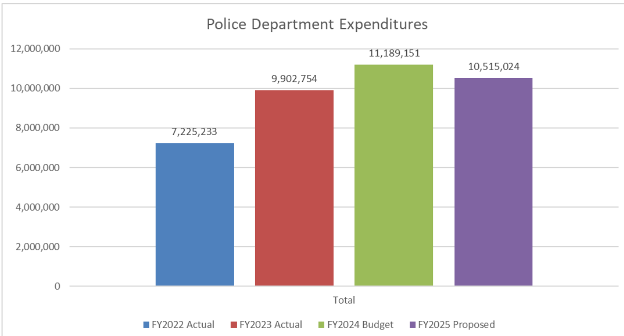
- FY2024
  - $339,210 (21.87% Increase)
- Personnel
  - Change part-time position to part-time with ASRS Benefits ($14,116)
- Cost drivers
  - Small Equipment/Capital
    - Speakers, TV Replacements, Cameras for Council Chambers ($31,600)
    - Headsets, Camera Lense, Editing Monitors ($7,200)
    - New framed art for City Buildings ($6,400)
  - 75.04% of budget is salary and related expenses

Changing part-time with no benefits to part-time with ASRS increases budget by $14,116 (ASRS and additional hours increase) (includes ERE)

Police (27) - $10,515,024

- FY2024
- $11,189,151 (6.02% Decrease)
  - PSPRS Funded Status as of June 30, 2023: 99.4%
- Personnel
  - 66.3 FTE positions (64.3 FTE's in FY2024)
    - Increase 1 FTE for a Community Action Officer
    - Increase 1 FTE for a Police Officer
  - 37 sworn positions
  - 78.84% of budget is personnel costs
- 16.67% of expenses recovered through revenue (main source is Dispatching Fees)
- Five divisions
  - Details for each division on following slides

Police (27) - $10,515,024



Addition PSPRS Payments for FY2022 ($2.0 million) and FY2023 ($1.0 million) not included.
No Additional PSPRS for FY2024 or FY2025

Operations (28) - $7,856,301

- FY2024
  - $8,709,414 (9.8% Decrease)
- Cost drivers:
  - 81.25 of budget is personnel costs
  - Addition of 1FTE for a Community Action Officer ($116,631)
  - Addition of 1 FTE for a Police Officer ($109,236)
  - No additional PSPRS payments budgeted
  - Personnel costs for Investigations, Administration/Operational Support and Operations included in budget
- Operation Budget ($744,588)
  - Small Equipment/Capital – laptops, ballistic shields, and K9 cage ($47,000)
  - Auto Parts & Labor ($88,000)
  - Rental & Maintenance Contracts ($105,188)
    - Taser Contract and Body Camera Contract ($52,788)

Increase in 2 FTE's increase budget by $3,646(Community Action Officer) and $109,236 (Police Officer) for a total of $112,882 (including ERE)
All salary and ERE for Operations, Investigations, Admin/Op Support included in Operations Personnel budget.
Decrease due to completion or majority of completion of capital projects.
Move/Remodel Dispatch – 90% complete.
Remodel Evidence/Property Building - complete.
High-Density Storage System - complete
Cubicles for Officers – 95% complete

Operations (28) - $7,856,301

- Capital ($728,300)
  - Move/Remodel Dispatch ($75,000)
  - IT Upgrades – Software/Hardware ($35,000)
  - Shooting Range Improvements ($150,000)
  - 6 Shared cubicles and workstations for Investigations ($18,300)
  - Vehicles ($450,000)
    - 6 vehicles - Hybrids

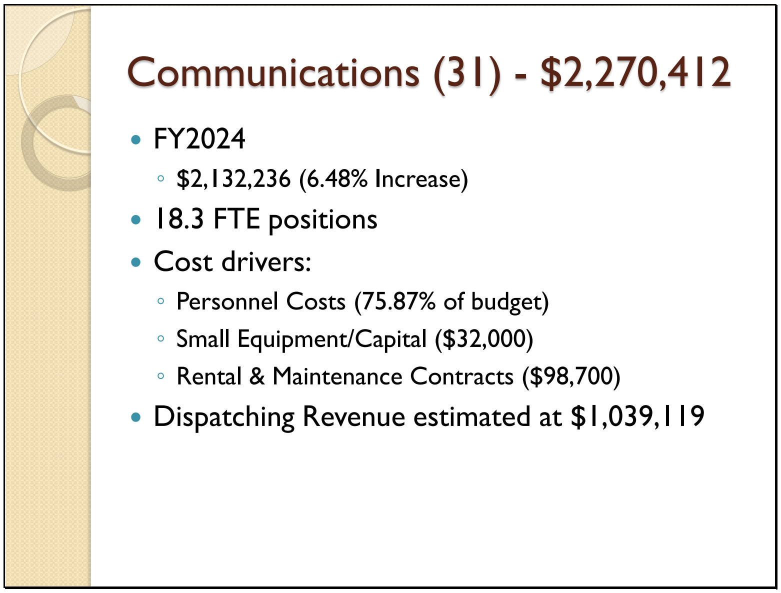
Investigations (30) - $69,400

- FY2024
  - $63,250 (9.72% Increase)
- Cost drivers:
  - Travel & Training
  - Small Equipment/Capital
    - Evidence Processing Equipment ($4,000)
    - Forensic/Analyst Equipment ($7,500)

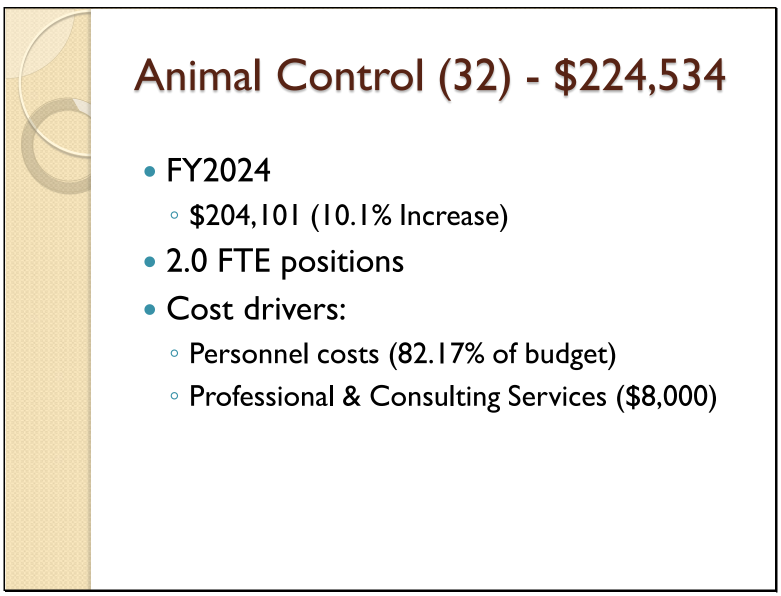
Administration (30) - $94,377

- FY2024
  - $80,150 (17.75% Increase)
- Cost drivers:
  - Professional & Consulting Services ($16,527)
  - Rental & Maintenance Contracts ($16,750)

Professional & Consulting Services for Healthcare Counseling, Screening, and Mind-based Peer Support
Rental & Maintenance Contracts include Meriki WIFI Contract ($3k)



Dispatching revenue in FY2024 was $906,661 – increase due to an increase in Rental & Maintenance Contracts, Personnel, and capital costs shared by partners and number of calls (41,131 average 2020-2022 to 42,104 average 2021-2023)
Small equipment/capital:
$2k – dispatch chairs
$5k – console equipment
$5k – Camera System CCTV
$20k – radio/data hardware



Contract with Pet Allies reduces to $14,004 in FY2025 per agreement.
Professional & Consulting increases due to Pet Allies no longer having a Vet on staff.

Airport (39) - $3,687,989

- FY2024
  - $4,369,870 (15.6% decrease)
  - When adjusted for Federal and State Capital Grants – Increase of 75.8%
- 6.5 FTE employees
  - Addition of 1 FTE – Lineman (contingent on private business) (76,245)
- Cost drivers:
  - Fuel for Resale (offsetting revenue) Increases from $700,000 to $1,500,000
  - 82.73% of Operating Expenditures recovered through Operating Revenues
  - Capital projects not covered by Federal and/or State Grants
- Non-Grant Capital – $206,786
  - AWOS (Aviation Weather Observation System) ($31,783)
  - AFFF Testing Equipment ($25,000)
  - Terminal Modifications ($50,000)
  - New roof for City owned hangar ($100,000)
  - Mowing Deck ($34,000)

Increase for 1 FTE increases budget by $76,245 (including ERE)
Fuel for resale increase due to a helicopter training program expected to increase fuel sales – offsetting revenue also adjusted.

Airport (39) - $3,687,989

- FY2025 Grants

Grant Projects:	Federal	State	City	Total
Construct 2 Large Helicopter Parking Pads	$ 600,000	$ -	$ -	$ 600,000
EA to Construct RWY 2/20 & Taxiway D Design	$ 95,000	$ 2,500	$ 2,500	$ 100,000
Replace RWY 7/25 Directional Signs	$ -	$ 189,000	$ 21,000	$ 210,000
Replace PAPI/REIL	$ -	$ 216,000	$ 24,000	$ 240,000
	$ 695,000	**$ 407,500**	**$ 47,500**	**$ 1,150,000**

Engineering (25) - $1,103,133

- FY2024
  - $1,129,130 (2.3% Decrease)
- 7.0 FTE Positions (7.5 FTE's in FY2024)
  - Reduction of 0.5 FTE – Real Estate Administrator ($5,395 decrease)
- Capital
  - New Fleet Vehicle ($47,000)
- Cost drivers:
  - 89.07% of budget is salary and related expenses

Decrease in part-time Real Estate Administrator reduced budget by $5,395 (including ERE)
Part of decrease due to completion of capital in FY2024 (GIS Server and Drone Replacement)

Parks & Facilities Maintenance (22) – $5,691,159

- FY2024
  - $4,939,986 (15.21% Increase)
  - When adjusted for Capital: 18.55% Increase
- 11.0 FTE employees
  - Increase of two (2) FTE's
    - Custodian ($69,708)
    - Maintenance Tech ($75,057)
- Cost Drivers:
  - Repairs & Maintenance ($354,440)
  - Small Equipment/Capital ($46,500)
  - Christmas Lights ($90,000)
  - Capital Project Carry Over's from FY2023 ($1,171,263)
- Capital ($3,247,264)
  - Detailed on next 2 slides

Increase for 2 FTEs increases the budget by $69,708 (Custodian) and $75,057 (Maintenance Tech) for a total of $144,765 (including ERE)
Repair/Maintenance Detail $325,000
75k - base budget for r & r
20k – Aquatic Landscaping
53k – Sr Center Flooring and Guttering/Heat Tape
8k – City Hall guttering/snow breaks
50k – Police Drainage (carried from FY24)
5k – Splash Pad Maintenance
33k – Airport Exterior Paint
5k – Library Exterior Paint/Block Sealing
50k – Lighting and Landscaping for Mills parking.
45k – City Campus Landscaping
11k – BIA Roof
Small Equipment/Capital $46,500
40k for picnic tables/trash cans
3k for a grave bucket
3,500 for miscellaneous
Christmas Lights $90,000
25k for Pole Ornaments
55k for Contracted Annual Decorations
10k for Power at Aquatics

Parks & Facilities Maintenance Capital Projects

Project	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed
Security Updates City Hall	$ 36,090	$ 0	$ 36,090	$ 50,000
City Park Streets and Trails Makeover	$ 196,965	$ 18,185	$ 18,185	$ 196,965
City Campus Master Plan – Replace Roof	$ 130,000	$ 119	$ 130,000	$ 0
Museum Frontage Improvements	$ 25,000	$ 0	$ 0	$ 25,000
12x12 Ramada at Show Low Lake	$ 20,000	$ 0	$ 0	$ 35,000
12x12 Ramada Archibeque Park	$ 20,000	$ 26,692	$ 26,692	$ 0
12x12 Ramada for City Park	$ 20,000	$ 26,896	$ 26,896	$ 0
Repair Aquatic Center Windows	$ 125,000	$ 123	$ 125,000	$ 0
Power at Show Low Lake Campground	$ 87,474	$ 123	$ 87,474	$ 0
Rainbird Smart Controllers	$ 65,000	$ 0	$ 0	$ 0
Nikolaus Park Bridge (Pedestrian Only)	$ 80,000	$ 0	$ 0	$ 80,000
Basketball Backstops, scoreboard, floor covering	$ 10,000	$ 0	$ 0	$ 0
Reidhead House (Restoration)	$ 252,874	$ 32,247	$ 32,247	$ 0
Safety Ladder for City Hall	$ 12,000	$ 0	$ 12,000	$ 0
Windscreen for Pickleball Courts	$ 23,000	$ 0	$ 23,000	$ 0
Dog Park	$ 100,000	$ 0	$ 0	$ 0
City Campus Master Plan Phase III	$ 475,000	$ 900	$ 900	$ 950,000
Nikolaus Park Phase III	$ 323,000	$ 1,491	$ 1,500	$ 250,000
New sand filters for Aquatic Center	$ 94,480	$ 0	$ 94,480	$ 0

Parks & Facilities Maintenance Capital Projects/Vehicles/Equipment

Project	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed
Tim McKay Park Phase I	$ 325,000	$ 9,766	$ 9,766	$ 0
Show Low Lake Spillway Restroom/Utilities	$ 300,000	$ 18,900	$ 45,000	$ 455,000
City Park Backboards/Hoops	$ 0	$ 0	$ 0	$ 32,000
Airport HVAC	$ 0	$ 0	$ 0	$ 47,000
Woody's Pavilion	$ 0	$ 0	$ 0	$ 125,000
Woody's Restroom	$ 0	$ 0	$ 0	$ 150,000
City Hall Generator	$ 0	$ 0	$ 0	$ 90,000
Nikolaus Park Playground	$ 0	$ 0	$ 0	$ 90,000
Pickleball Lighting	$ 0	$ 0	$ 0	$ 300,000
Williams Field Artificial Turf	$ 0	$ 0	$ 0	$ 250,000
Archibeque Park Restroom	$ 0	$ 0	$ 0	$ 150,000
Total	$ 2,720,883	$ 135,442	$ 669,230	$ 3,275,965

Vehicles/Equipment	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed
F350 4x4 w/plow Replace Unit 0121	$ 70,167	$ 68,990	$ 68,990	$ 0
F350 4x4 w/plow Replace Unit 0127	$ 70,167	$ 68,990	$ 68,900	$ 0
F350 4x4 w/plow Replace Unit 0405	$ 85,000	$ 0	$ 0	$ 85,000
F350	$ 0	$ 0	$ 0	$ 90,000
F550	$ 0	$ 0	$ 0	$ 100,000
Custodial Van	$ 0	$ 0	$ 0	$ 61,500
Toro Mower Replacement	$ 90,000	$ 0	$ 0	$ 0
Toro Mini Track Loader	$ 65,000	$ 59,135	$ 59,135	$ 0
Sidewalk Cleaning Machine	$ 0	$ 0	$ 0	$ 33,000
Cemetery Mower	$ 0	$ 0	$ 0	$ 20,000
Total	$ 380,334	$ 197,115	$ 197,025	$ 389,500

Streets/HURF Capital Projects

Project	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed
Annual Surry Seal Program	$ 861,410	$ 564,564	$ 540,794	$ 600,000
Scott Ranch Road	$ 25,000,000	$ 0	$ 0	$ 27,267,150
General Improvements	$ 130,270	$ 0	$ 130,270	$ 300,000
2nd & Sylvester	$ 150,000	$ 0	$ 0	$ 150,000
Hall & 11th Street Box Culvert	$ 550,921	$ 557,992	$ 557,992	$ 0
E Owens Central to 2nd Street Extension	$ 467,159	$ 434,499	$ 434,499	$ 0
Lower Power Lines Install Lights	$ 500,000	$ 0	$ 0	$ 600,000
Downtown Parking E Cooley	$ 60,000	$ 0	$ 0	$ 10,000
Joe Tank Road Improvements	$ 500,000	$ 445,355	$ 445,355	$ 0
Remodel Lower Shop	$ 75,000	$ 0	$ 0	$ 75,000
Nikolaus Subdivision	$ 554,475	$ 527,261	$ 527,224	$ 0
McNeil Acres	$ 511,823	$ 486,702	$ 486,669	$ 0
Woolford & Wht Mtn Rd Reconstruction Design	$ 50,000	$ 0	$ 0	$ 50,000
E McNeil Reconstruction 8th St to Central	$ 370,789	$ 355,988	$ 355,988	$ 0
City Park Street Lights	$ 80,000	$ 0	$ 0	$ 50,000
Woolford Reconstruction	$ 2,500,000	$ 142,845	$ 142,845	$ 2,607,155
W Owens & 30th Ave	$ 465,000	$ 0	$ 0	$ 465,000
N 22nd Ave and Kartchner	$ 531,000	$ 0	$ 0	$ 531,000
Old Linden Rd from DOC to Central	$ 443,000	$ 0	$ 0	$ 443,000
Fawnbrook/Wht Mtn Vacation Village Realignment	$ 1,913,735	$ 0	$ 0	$ 0
Thornton Low Water Crossing	$ 2,870,320	$ 0	$ 0	$ 0
E Hall & 11th Lights	$ 37,146	$ 37,136	$ 37,136	$ 0
Flood Control Grant	$ 140,000	$ 0	$ 0	$ 0
Widening Road by Chase Bank	$ 196,480	$ 246	$ 246	$ 196,480
Huning Pedestrian Lights	$ 46,104	$ 44,203	$ 44,203	$ 0
Downtown Parking Lot/Sidewalk	$ 0	$ 0	$ 0	$ 600,000
Public Works Building (Split with Water)	$ 0	$ 0	$ 0	$ 366,667
Woolford Subdivision	$ 0	$ 0	$ 0	$ 365,000
Multi-Use Path Pine Oaks to Fawnbroom	$ 0	$ 0	$ 0	$ 1,300,000
Total	$ 39,004,632	$ 3,596,791	$ 3,703,221	$ 35,976,452

Scott Ranch Road project cost is $28.0 million. Applied for $26.5 million in grant funding with another $767,150 from Navajo County ($27,267,150 in offsetting revenue)

Streets/HURF Capital - Vehicles/Equipment

Vehicles/Equipment	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed
Grapple Bucket for Loader	$ 26,000	$ 13,410	$ 13,410	$ 0
F550 4x4 Dumpbed w/plow (Replace 0201)	$ 80,000	$ 82,567	$ 82,567	$ 0
hydraulic Angle Broom	$ 15,000	$ 0	$ 0	$ 0
Brush Cutter	$ 10,000	$ 0	$ 0	$ 10,000
F250 4x4 Crew Cab w/plow (Replace 0113)	$ 50,000	$ 68,252	$ 68,252	$ 0
Ice Detectors	$ 70,000	$ 0	$ 0	$ 70,000
926 Loader	$ 285,000	$ 275,678	$ 275,678	$ 0
Crane Truck split w/Water	$ 186,900	$ 166,765	$ 166,765	$ 0
Message Board	$ 0	$ 0	$ 0	$ 24,000
Sidewalk Sweeper/Blower/Mower	$ 0	$ 0	$ 0	$ 62,000
Light Tower	$ 0	$ 0	$ 0	$ 18,000
Plate Trailer	$ 0	$ 0	$ 0	$ 15,000
Forklift	$ 0	$ 0	$ 0	$ 95,000
F350	$ 0	$ 0	$ 0	$ 90,000
Total	$ 722,900	$ 606,672	$ 606,672	$ 384,000

Streets/HURF Capital Grant Funded

Grant	Type of Funding	Grant Revenue	Comments
Woolford Rd Reconstruction	Congressional	$ 1,269,000	ADOT Run Project – Project cost $2.5 million
Pine Oaks to Fawnbrook Multi-Use	State	$ 1,100,000	ADOT Run Project
Scott Ranch Road	RAIN – Federal	$ 23,500,000	Applied For – Project cost $25.0 million
Scott Ranch Road	Navajo County	$ 767,150	Navajo County Commitment
Total		$ 30,047,513	

Water Services (57) - $8,088,953

- FY2024
  - $8,237,293 (1.80% Decrease)
  - 6.20% Increase when adjusted for capital
- 15.0 FTE positions
- Rate revenue estimated at $5,100,000
- Future treatment plant - $2,500,000 reserve
- Operating Reserve - $777,195 (3 months)
- Capital Expenditures- $4,209,084 (8.17% Decrease from FY2024)
  - Listed on next 2 slides

Water Services Capital Projects

Project	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed
Jaques Dam at Show Low Lake Study	$ 82,538	$ 0	$ 0	$ 0
Water Storage Tank Maintenance	$ 0	$ 0	$ 0	$ 250,000
New Well Design	$ 70,000	$ 0	$ 0	$ 0
Park Valley-Fools Hollow AC Replacement	$ 1,203,331	$ 1,165,554	$ 1,165,554	$ 0
300 K Tank Site Improvements	$ 180,375	$ 0	$ 0	$ 180,375
Fawnbrook Phase I	$ 379,527	$ 0	$ 0	$ 0
Parkview Subdivision Replacement	$ 264,256	$ 264,256	$ 264,256	$ 0
Mills from Owens to 6th Place	$ 9,000	$ 2,834	$ 2,837	$ 0
E Owens 1st St to 11th St	$ 48,000	$ 16,057	$ 16,057	$ 0
General Improvements	$ 0	$ 0	$ 0	$ 200,000
City Park AC Replacement	$ 447,428	$ 92,284	$ 92,824	$ 0
Show Low Bluff Well Development	$ 293,000	$ 122,860	$ 122,860	$ 198,168
Well 6C Repair and Motor Replacement	$ 100,403	$ 115,828	$ 115,828	$ 0
Well 6A Repair and Motor Replacement	$ 100,403	$ 96,468	$ 96,468	$ 0
Pine Needle Water Line Replacement	$ 41,583	$ 34,325	$ 34,325	$ 0
Fencing around Public Works	$ 65,000	$ 0	$ 0	$ 65,000
12" HDPE pipe for Show Low Lake	$ 270,000	$ 0	$ 0	$ 300,000
Operating Transfer Out	$ 309,707	$ 0	$ 309,707	$ 309,707
NPC AC Replacement	$ 0	$ 0	$ 0	$ 200,000
Booster Controller/Booster Station 8	$ 0	$ 0	$ 0	$ 75,000
Waster Sales Station	$ 0	$ 0	$ 0	$ 49,500
Fools Hollow AC Replacement Phase II	$ 0	$ 0	$ 0	$ 1,250,000
Public Works Building (split with Streets)	$ 0	$ 0	$ 0	$ 733,334
Total	$ 3,864,551	$ 1,910,466	$ 2,220,173	$ 3,811,084

Water Services Capital - Vehicles/Equipment

Vehicles/Equipment	FY2023 Budget	FY2023 YTD	FY2023 Est	FY2024 Proposed
F350 4x4 Service Truck	$ 58,676	$ 82,567	$ 82,567	$ 0
F350 4x4 w/plow	$ 58,676	$ 0	$ 0	$ 0
10 Wheel Dump Truck	$ 345,000	$ 344,928	$ 344,928	$ 0
F350 4x4 (replaces Unit 0636)	$ 70,000	$ 82,567	$ 82,567	$ 0
Crane Truck (split with Streets)	$ 186,900	$ 166,765	$ 166,765	$ 0
Backhoe	$ 0	$ 0	$ 0	$ 218,000
F350	$ 0	$ 0	$ 0	$ 90,000
F350	$ 0	$ 0	$ 0	$ 90,000
Total	$ 719,252	$ 676,827	$ 676,827	$ 398,000

Water Services Capital Grant/Capacity Fee

Grant	Type of Funding	Grant Revenue	Comments
Fools Hollow Phase II	Capacity Fee	$ 625,000	Completion of line upgrade in Subdivision
Backup Generators	FEMA	$ 36,955	Remaining Funding not received
Total		$ 661,955	

Water Capacity Fees

- $35,000 revenue projection
- $1,194,208 fund balance for future capacity projects
  - $625,000 in capacity fees used for Fools Hollow Phase II Water Line Project

Wastewater (52) - $7,125,767

- FY2024
  - $12,364,500 (42.37% Decrease)
  - 3.16% Increase when adjusted for capital
- 13.0 FTE positions
- Rate Revenue estimated at $3,508,672
- Capital Expenditures $3,793,050
  - Listed on next 2 slides

Wastewater Capital

Project	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed
Annual Manhole Replacement Program (I & I)	$ 320,000	$ 80,208	$ 80,000	$ 190,000
Show Low South Land Exchange	$ 15,000	$ 0	$ 46,000	$ 0
Camptown Mainline Realignment	$ 500,000	$ 0	$ 0	$ 0
Savage Sewer Line Replacement Phase I	$ 1,900,000	$ 33,225	$ 33,225	$ 1,500,000
Automatic Screen Rake – Headworks Building	$ 250,000	$ 0	$ 0	$ 250,000
6th & 5th Place Sewer Replacement (Nikolaus)	$ 470,365	$ 291,511	$ 291,511	$ 0
W Stock to SR260 Reconstruction	$ 591,350	$ 127	$ 0	$ 591,350
Bluff Lift Station	$ 30,000	$ 0	$ 0	$ 30,000
Auto Mall Lift Station	$ 23,000	$ 0	$ 0	$ 23,000
Graceland Shed	$ 15,000	$ 12,691	$ 12,691	$ 0
General Improvements	$ 234,963	$ 6,743	$ 6,743	$ 200,000
Wastewater Master Plan	$ 200,000	$ 165	$ 0	$ 250,000
Fence Removal and Realignment at WWTP	$ 60,000	$ 0	$ 0	$ 60,000
Savage Sewer Line Replacement Phase II	$ 3,165,000	$ 0	$ 0	$ 0
Backup Generators	$ 100,000	$ 0	$ 0	$ 167,500
Headworks Building	$ 268,023	$ 169	$ 169	$ 250,000
Automatic Screen Rake Fools Hollow	$ 250,000	$ 0	$ 0	$ 0
Replacement Pumps for Lift Stations	$ 103,500	$ 0	$ 0	$ 40,000
Total	$ 8,496,201	$ 424,839	$ 470,339	$ 3,551,850

In FY22 – capital projects increased to $6.1 million budget (not including personnel and operating costs) Includes $4.75 million in project bonds (without bonds increased $1.35 million)
In FY23 – capital projects decreased to $4.0 million budget (not including personnel and operating costs) Includes $3.3 million in project bonds (without bonds increased $700,000
In FY24 – capital projects increased to $9.2 million budget (not including personnel and operating costs) Includes $3.8 million in project bonds/$5.06 in Congressional Funding (without bonds and congressional funding increased $849,302)
In FY25 – capital projects decreased to $3.7 million budget (not including personnel and operating costs) Includes $1.6 million in project bonds/$925,625 in Congressional Funding (without bonds and congressional funding decreases $3.9 million (45.02%)

Wastewater Capital - Vehicles/Equipment

Vehicles/Equipment	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2024 Proposed
F250 4x4 w/plow	$ 60,000	$ 0	$ 0	$ 0
F350 4x4 w/crane and plow	$ 103,412	$ 103,412	$ 103,412	$ 0
F250 4x4 w/plow	$ 82,567	$ 82,567	$ 82,567	$ 0
Aerators for Pine Glen Lift Station	$ 11,500	$ 0	$ 0	$ 0
Backhoe (replace unit 555)	$ 240,000	$ 224,098	$ 224,098	$ 0
Kuster Unit Replacement Touch Screen	$ 12,000	$ 0	$ 0	$ 0
Effluent Sampler	$ 10,000	$ 10,719	$ 10,719	$ 0
Kuster Unit Screw	$ 0	$ 0	$ 0	$ 40,000
Headworks Slide Gates	$ 0	$ 0	$ 0	$ 14,200
Chlorine Actuator Assembly	$ 0	$ 0	$ 0	$ 12,000
Influent Sampler	$ 12,000	$ 12,384	$ 12,384	$ 0
Activator Gear Box and Plug Valve	$ 21,200	$ 0	$ 0	$ 0
F350	$ 0	$ 0	$ 0	$ 90,000
F350 4x4 w/plow	$ 85,000	$ 0	$ 0	$ 85,000
Total	$ 637,679	$ 433,180	$ 433,180	$ 241,200

Wastewater Services Capital Grant/Capacity Fee/Congressional Funding

Grant	Type of Funding	Grant Revenue	Comments
Savage Sewer Line Phase I	Capacity Fee	$ 352,800	Upsize existing main from 12" to 18"
Savage Sewer Line Phase I	Congressional	$ 800,000	ADOT Run Project
W Stock to SR 260 Reconstruction	Capacity Fee	$ 357,750	Upsize existing main from 8" to 15"
Generators for Lift Stations	Grant	$ 125,625	FEMA/DEMA Funding
Total		$ 1,636,175	

Wastewater Capacity Fees

- $150,000 budgeted revenue from fees
- $3,119,296 fund balance for future projects
  - $352,800 in capacity fees used for Savage Sewer Line Replacement project
  - $357,750 in capacity fees used for W Stock SR260 Reconstruction project

Fund balance before use of capacity fees $3,829,846.

Debt Service (64) - $1,705,157

- FY2024
  - $1,709,306 (0.24% Decrease)
  - General Fund Transfer - $1689,195

Debt	Maturity Date	Interest Rate	Original Amount	Principal Paid To Date	Interest Paid to Date	Principal Balance
QECB	7/1/2027	1.84%	$ 723,803	$ 454,803	$ 388,965	$ 269,000
Public Safety Building	7/1/2026	2.42%	$ 4,065,000	$ 2,510,000	$ 714,246	$ 1,555,000
GADA 2006 Refinance	7/1/2026	2.42%	$ 4,800,000	$ 3,110,000	$ 817,073	$ 1,690,000
Energy Conservation	8/27/2034	3.02%	$ 712,575	$ 200,099	$ 96,954	$ 512,476
Excise Tax Rev Obl. 2021	7/1/2026	0.99%	$ 2,136,000	$ 843,000	$ 50,055	$ 1,293,000
Total			$ 12,437,378	$ 7,117,902	$ 2,067,293	$ 5,319,476

Debt service payments for Wastewater project bonds in the Wastewater Fund.
Debt service payments for Water WIFA Loan in Water Fund
Debt service payments for Show Low Bluff CFD in Show Low Bluff Fund

Debt Service (64) Cont.

Debt	Maturity Date	Interest Rate	Original Amount	Principal Paid To Date	Interest Paid to Date	Principal Balance
Sewer System WWTP	7/1/2024	2.23%	$ 3,065,000	$ 273,000	$ 361,145	$ 335,000
Excise Tax Rev Obl Second Series 2021	8/1/2029	1.2%	$ 4,757,500	$ 1,733,447	$ 160,374	$ 3,599,284
Total			$ 7,822,500	$ 2,006,447	$ 521,519	$ 3,934,284

Debt	Maturity Date	Interest Rate	Original Amount	Principal Paid To Date	Interest Paid to Date	Principal Balance
WIFA – Pineview Water	7/1/2031	3.096%	$ 3,800,000	$ 1,998,384	$ 1,107,320	$ 1,801,616
WIFA – PV/FH Water	7/1/2032	2.8%	$ 2,000,000	$ 1,084,378	$ 505,689	$ 915,622
Total			$ 5,800,000	$ 2,961,295	$ 1,582,569	$ 2,564,527

Debt	Maturity Date	Interest Rate	Original Amount	Principal Paid To Date	Interest Paid to Date	Principal Balance
Show Low Bluff CFD	7/1/2031	5.6%	$ 2,014,000	$ 1,047,000	$ 1,423,450	$ 970,000
Total			$ 5,800,000	$ 2,961,295	$ 1,582,569	$ 2,564,527

FY2025 is the final Debt Service payment for the Sewer System WWTP

Self-Insurance Fund (66) - $2,106,000

- FY2024
  - $2,106,000
  - Fully Funded
- Cost Drivers:
  - Insurance Premiums
  - Wellness Program

Target $2million in fund balance – FT2025 projected fund balance is $2,885,900; Audited Fund Balance FY2023 was $3,645,714.
Had some down years but the stop loss has helped the fund recover.

Cemetery (38) - $115,000

- FY2024
  - $115,000 - unchanged
- Cost Drivers:
  - $70,000 for Cemetery Expansion Project
  - $20,000 for signage (carried over from FY24)
  - $10,000 for markers (carried over from FY24)
- Direct Revenue estimate at $45,100
- Maintenance Reserve
  - $350,000

Signage and markers have been carried since FY2021.

Sanitation (66) - $1,869,472

- FY2024
  - $1,523,563 (22.7% Increase)
  - Increase due to contractual service fees
- Contract Service
  - $19.25 in FY2024/Additional Cart $8.02
  - $21.85 in FY2025/Additional Cart $13.25
- Rate revenue estimated at $1,860,000
  - 6,168 refuse customers

Contractual Service Fee budget is rate times number of garbage customers in Pelorus. Waste Management bill is based on actual active accounts – City calculation is based on number of customers in Pelorus.

FY25 Rates per awarded bid in FY24

$21.85 fee includes $0.98 for administration fees.

CPI/Fuel Increase from initial estimate

Regular cart and recycle cart rate history:

Fiscal Year Change

2020 15.09 0.29 (half of annual increase)

2021 15.78 0.69

- 15.92 0.14
- 17.50 1.58 (just under highest rate in 2013)
- 19.25 1.75 (Only a 12% increase from rate in 2012 – That averages to a 1.0% increase each year over the last 12 years)
- 21.85 2.60 – per new awarded contract

City of Show Low Tonnage Report

	2019			2020			2021		
	Trash Tonnage	Recycle Tonnage	% Recycle	Trash Tonnage	Recycle Tonnage	% Recycle	Trash Tonnage	Recycle Tonnage	% Recycle
Jan	261.7	61.9	19.1%	246.5	57.7	19.0%	233.8	49.0	17.3%
Feb	185.6	41.1	18.1%	221.7	41.7	15.8%	239.7	57.6	19.4%
Mar	239.2	58.4	19.6%	255.0	54.3	17.6%	237.9	49.1	17.1%
Q1 Total	**686.5**	**161.4**	**19.0%**	**723.2**	**153.7**	**17.5%**	**711.4**	**155.7**	**18.0%**
Apr	292.5	53.7	15.5%	295.5	80.1	21.3%	308.1	56.1	15.4%
May	314.6	59.9	16.0%	352.2	63.5	15.3%	338.3	63.3	15.8%
Jun	310.6	60.2	16.2%	367.8	65.0	15.0%	342.4	84.0	19.7%
Q2 Total	**917.7**	**173.8**	**15.9%**	**1,015.5**	**208.6**	**17.0%**	**988.8**	**203.4**	**17.1%**
Jul	334.6	79.5	19.2%	376.1	72.9	16.2%	328.8	72.4	18.0%
Aug	256.3	58.9	18.7%	338.1	66.2	16.4%	338.4	67.5	16.6%
Sep	279.8	57.6	17.1%	338.1	66.1	16.4%	313.2	58.1	15.6%
Q3 Total	870.7	196.0	**18.4%**	1,052.3	205.2	**16.3%**	980.4	198.0	**16.8%**
Oct	284.5	58.2	17.0%	306.9	59.8	16.3%	268.7	50.9	15.9%
Nov	239.8	50.5	17.4%	330.8	60.2	15.4%	277.9	52.3	15.8%
Dec	270.1	51.9	16.1%	296.3	63.1	17.6%	261.3	55.6	17.5%
Q4 Total	794.4	160.6	**16.8%**	934.0	183.1	**16.4%**	807.9	158.8	**16.4%**
Annual	3,269.3	691.8	**17.5%**	3,725.0	750.6	**16.8%**	3,488.5	715.9	**17.0%**
	Total	3,961.1		Total	4,475.6		Total	4,204.4	

	2022			2023			2024		
	Trash Tonnage	Recycle Tonnage	% Recycle	Trash Tonnage	Recycle Tonnage	% Recycle	Trash Tonnage	Recycle Tonnage	% Recycle
Jan	247.1	53.3	17.7%	226.9	30.7	11.9%	295.5	52.3	15.0%
Feb	172.1	35.2	17.0%	216.2	29.2	11.9%	241.2	37.0	13.3%
Mar	301.3	56.2	15.7%	269.3	36.1	11.8%			
Q1 Total	**720.5**	**144.7**	**16.7%**	**712.4**	**96.0**	**11.9%**	**536.7**	**89.3**	**14.3%**
Apr	249.3	33.2	11.8%	246.0	28.4	10.3%			
May	330.1	34.7	9.5%	302.7	28.8	8.7%			
Jun	330.1	36.1	9.9%	298.4	28.8	8.8%			
Q2 Total	**909.5**	**104.0**	**10.3%**	**847.1**	**86.0**	**9.2%**	**-**	**-**	
Jul	306.9	33.4	9.8%	352.4	45.7	11.5%			
Aug	356.0	35.7	9.1%	384.4	56.1	12.7%			
Sep	294.8	31.8	9.7%	320.8	41.4	11.4%			
Q3 Total	957.7	100.9	**9.5%**	1,057.6	143.2	**11.9%**	-	-	
Oct	264.2	32.1	10.8%	345.9	41.1	10.6%			
Nov	275.1	40.2	12.7%	318.7	42.2	11.7%			
Dec	234.0	27.2	10.4%	261.7	44.7	14.6%			
Q4 Total	773.3	99.5	**11.4%**	926.3	128.0	**12.1%**	-	-	
Annual	3,361.0	449.1	**11.8%**	3,543.4	453.2	**11.3%**	536.7	89.3	**14.3%**
	Total	3,810.1		Total	3,996.6		Total	626.0	

	Total Trash Tons	Total Recycle Tons	%
FY2011 TOTAL	3,700.97	-	**0.0%**
FY2012 TOTAL	3,154.94	483.50	**13.3%**
FY2013 TOTAL	3,164.30	520.10	**14.1%**
FY2014 TOTAL	3,509.00	522.20	**13.0%**
FY2015 TOTAL	3,546.70	580.20	**14.1%**
FY2016 TOTAL	3,703.19	684.83	**15.6%**
FY2017 TOTAL	3,468.99	709.82	**17.0%**
FY2018 TOTAL	3,327.50	696.60	**17.3%**
FY2019 TOTAL	3,370.10	708.50	**17.4%**
FY2020 TOTAL	3,403.80	718.90	**17.4%**
FY2021 TOTAL	3,686.50	747.40	**16.9%**
FY2022 TOTAL	3,418.30	605.50	**15.0%**
FY2023 TOTAL	3,290.50	382.40	**10.4%**
FY2024 TOTAL (YTD)	2,520.60	360.50	**12.5%**

	Trash	Recycle
FY2011 TOTAL	100%	0%
FY2012 TOTAL	87%	13%
FY2013 TOTAL	86%	14%
FY2014 TOTAL	87%	13%
FY2015 TOTAL	86%	14%
FY2016 TOTAL	84%	16%
FY2017 TOTAL	83%	17%
FY2018 TOTAL	83%	17%
FY2019 TOTAL	83%	17%
FY2020 TOTAL	83%	17%
FY2021 TOTAL	83%	17%
FY2022 TOTAL	85%	15%
FY2023 TOTAL	90%	10%
FY2024 TOTAL	87%	13%

Show Low Bluff CFD

- **LEGALLY SEPARATE UNIT OF GOVERNMENT**
  - **CFD Board to adopt separate budget**
- Two separate Funds
  - Special Assessment Bond
  - General Obligation Bond/Operations

Show Low Bluff CFD (67) - $169,320

- 2007 Assessment Bond - $2,014,000
- Assessment billing
  - June – Principal & Interest
  - December – Interest only
- $151,520 annual debt service
- 227 parcels
- Show Low Bluff Development
  - Owns 120 parcels (53%)

The developer has sold six parcels between July 2023 and March 2024

Assessed valuations for Show Low Bluff are up 37.2% from FY2023.
Valuations are down only 4.16% for FY2024 from FY2009
Values continue to rise.

Show Low Bluff CFD - $0.00

- General Obligation Bonds
  - General Obligation Bonds paid in full FY2019 using fund balance & developer contributions

Street Light Improvement District (62) - $222,000

- Maximum allowable tax rate of $1.20
- Ad Valorem taxes – secondary rate
  - $0.1401 (no rate increase from FY2024 due to an increased in assessed valuation)
  - About $17.86 annually for a $150,000 AV home
  - General Fund transfer budgeted $15,000

Revenue on Property Tax Assessment: $225,000
FY2018 Assessed Valuation – 159,708,805 (secondary valuation)
FY2019 Assessed Valuation – 166,500,012 (secondary valuation)
FY2020 Assessed Valuation – 164,413,266 (primary valuation)
FY2021 Assessed Valuation - 174,445,432 (primary valuation)
FY2022 Assessed Valuation – 183,845,018 (primary valuation)
FY2023 Assessed Valuation – 199,208,753 (primary valuation)
FY2024 Assessed Valuation – 214,598,889 (primary valuation)

Projects Fund (Capital/Grants) (47) - $10,916,336

- Unanticipated budget/grants - $7.5 Million
  - Revenue verification & council action required
- General fund subsidy - $1,115,258
- Capital
  - General Operations - $776,482
  - Court - $30,000
  - Library - $60,000
  - Parks/Facilities - $2,868,452
  - Police Department - $545,502
- Details on next 3 slides

Projects Fund (Capital/Grants) (48) - $10,916,336

General Operations

Expenditures	FY2023 Actuals	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed	Budget Variance
Unanticipated Exp/Grants	$ 0	$ 8,134,271	$ 0	$ 0	$ 7,500,000	-7.8%
Utility Grant Fund Program	$ 0	$ 30,000	$ 10,000	$ 30,000	$ 0	-100%
11th Street Abatement (Woodys)	$ 30,107	$ 736,325	$ 59,843	$ 59,843	$ 776,482	5.45%
Total	$ 30,107	$ 8,900,596	$ 69,843	$ 89,843	$ 8,276,482	-7.01%

Courts

Expenditures	FY2023 Actuals	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed	Budget Variance
Travel & Training	$ 1,572	$ 5,000	$ 0	$ 1,600	$ 5,000	0%
Expendable Material	$ 500	$ 16,400	$ 550	$ 500	$ 16,400	0%
Books and Subscriptions	$ 1,425	$ 600	$ 0	$ 1,425	$ 600	0%
Repairs & Maintenance	$ 0	$ 8,000	$ 0	$ 0	$ 8,000	0%
Total	$ 3,497	$ 30,000	$ 550	$ 3,525	$ 30,000	0%

Projects Fund (Capital/Grants) (49) - $10,916,336

Library

Expenditures	FY2023 Actuals	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed	Budget Variance
Miscellaneous Grant Expenditures	$ 7,031	$ 60,000	$ 16,805	$ 22,013	$ 60,000	0%
Total	$ 7,031	$ 60,000	$ 16,805	$ 22,013	$ 60,000	0%

Parks/Facilities Maintenance

Expenditures	FY2023 Actuals	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed	Budget Variance
Construction of 8 Pickleball Courts	$ 0	$ 0	$ 0	$ 0	$ 864,100	100%
Frontier Park Playground/ Splash Pad	$ 1,370,553	$ 0	$ 0	$ 0	$ 0	-100%
Frontier Parking Lot	$ 248,070	$ 166,983	$ 0	$ 0	$ 0	-100%
City Campus Abatement	$ 0	$ 100,000	$ 0	$ 0	$ 0	-100%
Show Low Creek Trl at the Meadow Phase II	$ 2,939	$ 50,000	$ 0	$ 0	$ 50,000	0%
8 Pickleball Courts	$ 0	$ 864,100	$ 707,396	$ 864,100	$ 0	-100%
Reidhead House	$ 0	$ 0	$ 0	$ 0	$ 375,000	100%
Timothy McKay Park	$ 0	$ 0	$ 0	$ 0	$ 1,101,852	100%
Healthy Forest Initiative	$ 0	$ 227,500	$ 68,299	$ 68,299	$ 477,500	109.8%
Total	$ 1,621,562	$ 1,408,583	$ 775,695	$ 932,399	$ 2,868,452	103.6%

Projects Fund (Capital/Grants) (50) - $10,916,336

Police Department

Expenditures	FY2023 Actuals	FY2024 Budget	FY2024 YTD	FY2024 Est	FY2025 Proposed	Budget Variance
OT for Off-Highway Safety Program	$ 0	$ 45,780	$ 0	$ 0	$ 45,780	0%
Police Analyst Wages	$ 0	$ 439,722	$ 0	$ 0	$ 439,722	0%
Portable Brath Tests	$ 6,498	$ 0	$ 0	$ 0	$ 0	0%
GOHS Step Enforcement	$ 92,518	$ 0	$ 0	$ 0	$ 0	0%
Tasers	$ 17,969	$ 0	$ 27,596	$ 27,596	$ 0	0%
2023 CFMOTO Uforce 600 EPS UTV	$ 13,757	$ 0	$ 0	$ 0	$ 0	0%
Traffic Safety Vests	$ 0	$ 4,000	$ 3,845	$ 3,845	$ 0	-100%
DUI Task Force	$ 0	$ 47,150	$ 0	$ 0	$ 0	-100%
PPD – Internet Crimes against Children	$ 4,996	$ 6,600	$ 4,551	$ 0	$ 0	-100%
GOHS Accident Reconstruction Equip	$ 36,664	$ 0	$ 0	$ 0	$ 0	0%
K-9 Grant	$ 22,325	$ 2,290	$ 1,106	$ 2,290	$ 0	0%
Armored Vehicle for SRT	$ 250,210	$ 0	$ 0	$ 0	$ 0	0%
License Plate Reader Cameras	$ 0	$ 145,000	$ 32,368	$ 32,368	$ 0	-100%
Off Highway Vehicle W/Trailer	$ 53,277	$ 8,752	$ 0	$ 0	$ 0	-100%
Misc Grants	$ 0	$ 0	$ 0	$ 0	$ 60,000	100%
Total	$ 498,214	$ 699,294	$ 69,466	$ 66,099	$ 545,502	-21.99%

Human Resources (13) - $515,026

- FY2024
  - $460,477 (11.85% Increase)
- 3.0 FTE Positions
- Cost drivers:
  - 73.24% of budget is salary and related expenses
  - Increase in Employee Benefits/Safety for a Tuition Reimbursement Program ($20,000)
  - Increase in Rental & Maintenance Contracts
    - Evaluation Software ($12,600)
    - NEOGOV Applicant Tracking Software ($9,900)
    - Engaged by Cell ($2,500)

Information Services (20) - $985,977

- FY2024
  - $752,419 (31.04% Increase)
- 2.0 FTE positions
- Cost drivers:
  - 25.18% of budget is salary and related expenses
  - Small Equipment/Capital ($252,500)
  - Rental & Maintenance Contracts
    - Barracuda ($44,164)
  - Capital – $71,000
    - Library, Public Works, City Hall DNS Servers ($21,000)
    - Midsize Truck ($50,000)

Small Equipment/Capital
78k – Computer/Monitor Replacements city-wide
$49k – Citywide Security Camera Replacement
%3,500 – CAT 6 Cabling
35k – Citywide UPS Replacements
12k – IT Tools
10k – Networking Updates
4k – Council iPads
6,700 – Cougar Room Technology
9,500 – DOC Projector w/services
27k – SLTV Storage Solution
5k – Laptops
7k – IT Desks
5k – IT Tech Workbenches

Administrative Services (14) - $1,345,082

- FY2024
  - $1,280,800 (5.02% Increase)
- 8.0 FTE Positions
- Cost drivers:
  - 68.02% of budget is salary and related expenses
  - Small Equipment/Capital
    - City Hall Furniture Replacement ($48,000)
    - Tables/Chairs for Conference Rooms ($12,000)

Public Transportation (63) - $1,218,408

- FY2024
  - $1,131,358 (7.69% Increase)
- Cost drivers:
  - Contractual Services (MV Transit)
  - Capital Projects
    - $99,935 for Bus Shelter Replacements
- City of Show Low Member Contribution $181,604
  - Federal Grants - $796,707
  - Partner funding - $282,297

City Council (11) - $485,477

- FY2024
  - $434,212 (11.81% Increase)
    - Restore Contingency Reserves ($291,250 FY2024)
- Contingency Reserve - $350,000
  - 72.09% of budget

Increase in Mayor, Vice Mayor, and 2 Council Member Wages
Mayor from $9,600 to $13,500 annual
Vice Mayor from $7,200 to $9,000 annual
Council Members from $6,000 to 7,800 annual

2 Council Members effective in January 2025
3 Council Members effective in January 2027
Mayor and Vice Mayor, effective in January 2025

City Manager (17) - $608,425

- FY2024
  - $533,746 (13.99% Increase)
- 2.0 FTE Positions
- Cost drivers:
  - 79.11% of budget is salary and ERE's
  - Professional & Consulting Services ($50,000)
  - Excellence Recognition ($3,000)
  - Economic Development ($50,000)

Challenge coins.

City Clerk (35) - $247,143

- FY2024
  - $224,018 (10.32% Increase)
- Cost Drivers:
  - 66.94% of budget is salary and related expenses
  - Elections Expense - $39,000 (Increase from $19,500 in FY2024)
    - Every other year due to election cycle

$50k – Lobbyist (ADOT yard and transportation)
$50k – Incubator/Commercial Kitchen Consultant

General Operations (12) - $22,723,211

- FY2024
  - $20,857,752 (8.94% Increase)
- Cost drivers:
  - Inter-Fund Transfers ($5,324,719)
  - General Liability Insurance ($475,000)
  - Organizational Support/Community Promotions ($581,292)
  - Event/Community Center ($13,000,000)
  - Other Contractual Services ($414,747)
  - Development Agreement Obligations
    - Workforce Housing ($300,000)
    - Broadband ($250,000)

Other Contractual Services:
$25K – Base
$30K – Fire Cancer Reimb Fund
$209,747K – IGA with Fire District
$100K – Forest Health Grant w/County
$50k – Business Incubator Program

Community Requests

- Salvation Army - $5,000
  - Additional Funding of $2,500 requested
  - **Committee Recommended - $5,000**
- White Mountain Meals on Wheels - $125,000
  - Additional Funding of $75,000 requested
  - **Committee Recommended - $60,000**
- Fishers of Men for Veterans - $4,000
  - Funding of $4,000 requested
  - **Committee Recommended - $5,000**
- Show Low Historical Society $42,000
  - Additional Funding of 4,000 requested
  - **Committee Recommended - $42,000**

Met with committee (Mayor Leech, Councilman Judd) on March 27, 2024, to review requests.
FY2025 is year 3 for the 6-year option on the Chamber Building Payback.
$81,000/6 = 13,500, $57500 – 13500 = $44,000 annually

Community Requests

- Show Low Main Street - $25,000
  - Additional Funding of $5,000 requested
  - **Committee Recommended - $22,500**
- Show Low Film Festival - $2,500
  - Funding of 2,500 requested
  - **Committee Recommended - $5,000**
- Living Hope Center - $2,500
  - **Committee Recommended - $2,500**
- Darrin Reed Scholarship – $1,500
  - Funding of 1,000 requested
  - **Committee Recommended - $1,500**
- Show Low High School Grad Night - $3,000
  - Funding of $3,000 requested
  - **Committee Recommended - $3,500**

Community Requests

- Arizona Alpine Trail - $12,000
  - 2nd Year Request
  - **Committee Recommended - $12,000**
- Arizona Professional Writers - $4,000
  - New Request
  - **Committee Recommended - $2,000**
- Arts Alliance – $3,000
  - New Request
  - **Committee Recommended - $2,000**
- North Country Healthcare - $5,000
  - New Request
  - **Committee Recommended - $5,000**

Description - Community Promotions	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Base Recommended FY2025	Additional Requested Funding FY2025	Total Amount Budgeted FY2025
Miscellaneous	6,000	6,500	6,500	6,500	6,500	6,500	6,500	-	6,500
Rodeo	4,000	4,500	4,500	4,500	4,500	4,500	4,500		4,500
White Mountain Safe House	2,500	2,500	2,500	2,500	2,500	2,500	2,500		2,500
Summit Healthcare Foundation	2,500	2,500	1,500	1,500	1,500	1,500	1,500		1,500
Salvation Army	-	-	-	-	-	2,500	2,500	2,500	5,000
Arizona Alpine Trail	-	-	-	-	-	12,000	-	12,000	12,000
Darrin Reed Scholarship	-	1,000	1,000	1,000	1,000	1,000	1,000	-	1,500
Community Fast	-	-	-	-	10,000	10,000	10,000	-	10,000
RE:Center (Mothers in AZ Moving Ahead) (MAMA Mentor	-	-	-	5,000	10,000	10,000	10,000		10,000
Living Hope Center	-	-	-	-	-	2,500	2,500		2,500
Fishers of Men for Veterans	-	-	-	2,500	2,600	4,000	4,000	-	5,000
Arizona Professional Writers	-	-	-	-	-	-	0	4,000	2,000
Arts Alliance	-	-	-	-	-	-	0	3,000	2,000
Show Low Film Festival	-	-	-	-	1,500	2,500	2,500		5,000
North Country Health Care	-	-	-	-	-	-	0	5,000	5,000
White Mountain Symphony	2,000	2,000	2,000	2,000	2,000	2,000	2,000	-	2,000
Show Low High School Grad Night	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	3,500
	20,000	22,000	21,000	28,500	45,100	64,500	52,500		80,500

Description - Organizational Support	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Request FY2025	Additional Requested Funding FY2025	Total Amount Budgeted FY2025
Chamber of Commerce	57,500	57,500	57,500	57,500	124,000	124,000	124,000	(66,500.00)	57,500
White Mountain Partnership/Regional Partnership	20,000	20,000	20,000	20,000	0	0	0	-	0
Four Seasons Connection/White Mountain Connection	91,174	91,174	109,183	109,183	121,476	146,293	121,476	71,316	192,792
White Mountain Meals-on Wheels/Senior Center	45,000	45,000	45,000	45,000	50,000	50,000	50,000	75,000	60,000
Show Low Main Street	-	-	15,000	17,500	17,500	20,000	20,000	5,000	22,500
Show Low Historical Society	32,000	34,000	34,000	36,000	36,000	38,000	38,000	4,000	42,000
White Mountain Community Garden	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	5,000
REAL AZ Corridor	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	5,000
	255,674	257,674	290,683	295,183	358,976	388,293	363,476		384,792

MINUTES OF THE SPECIAL MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, APRIL 23, 2024, AT 5:00 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 5:00 p.m.

2. Roll Call.

   COUNCIL MEMBERS PRESENT: Mayor Leech, Vice Mayor Kakavas, Councilman Adams, Councilman Hatch, Councilman Judd, newly appointed Derik Whipple.

   COUNCIL MEMBERS ABSENT: Councilman Clark.

   STAFF MEMBERS PRESENT: Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; and Justen Tregaskes, Planning and Zoning Director.

   GUESTS: Mike Allsop, Riala Leech, Joseph Holland, and others.

3. New Business

   A. **PUBLIC HEARING -** Request of Property Owner to Annex Property Described as A.P. No. 210-33-040C into the City of Show Low, Arizona - #P-1624.

   Mr. Tregaskes said on January 16, 2024, the City Council was presented with a request submitted by Joseph Holland to annex a portion of land located in an existing county island into the City of Show Low. He said the area proposed to be annexed was described as A.P. No. 210-33-040C. The proposed annexation consisted of approximately 0.51 acres. The proposed property met the statutory criteria for annexation.

   Mr. Tregaskes said that at the meeting, staff was directed to file a blank annexation petition with the county recorder for the proposed annexation property. After receiving information from the Navajo County Assessor's Department and the Arizona Department of Revenue, staff filed the petition on April 5, 2024. Within the last ten days of the 30-day waiting period after the filing, a public hearing was held. As required by state statutes, notice of the public hearing was published in the newspaper, notices were sent to the real and personal property owners, as well as the Board of Supervisors and County Assessor. He said that after the public hearing, and once the 30-day waiting period expired, signatures may be obtained on the petition and filed with the County. An ordinance would then be presented to the Council for consideration.

   Mayor Leeched opened the matter for a public hearing.

   There being no further input, Mayor Leech closed the public hearing.

   Vice Mayor Kakavas asked for clarification of the specific property location. Mr. Tregaskes presented a subject map, which displayed the property to be annexed, and said it was just north and east of the Book Barn.

Vice Mayor Kakavas asked what the purpose of the annexation was. Mr. Tregaskes said the owner also owned the property in front of the property to be annexed, and it contained a large drainage ditch, making it difficult to develop. The owner would like to build some apartments on the property, but the drainage ditch limited the building area, and the City sewer requirements required that a property be in the City to be certified. Annexing the property into the City provided the owner with the space needed to build the apartments and to meet City sewer requirements.

Councilman Adams asked if the property was where the old archery range used to be. Mr. Tregaskes said the property was just south of that.

Vice Mayor Kakavas asked if the City would be responsible for any infrastructure. Mr. Tregaskes said the City would not be responsible for any infrastructure.

4. Adjournment.

There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE SPECIAL MEETING OF THE SHOW LOW CITY COUNCIL OF APRIL 23, 2024, AT 5:04 P.M.**

ATTEST: APPROVED:

_____________________________ _____________________________

Rachael Hall John Leech, Jr., Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting of the City Council of Show Low held on April 23, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this ______ day of __________________, 20___.

____

Rachael Hall

MTG DATE: 5/7/2024
ITEM: 8.A

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: **PUBLIC HEARING** and Consideration of Application Submitted by Daris Gibbons on Behalf of Medieval Mayhem Historical Arts Foundation for Special Event Liquor License for 2024 Medieval Mayhem Renaissance Faire on July 12, 13, and 14, 2024 at Frontier Fields (Rachael Hall)

RECOMMENDATION

I **MOVE** to approve the application submitted by Daris Gibbons for a special event liquor license for the 2024 Medieval Mayhem Renaissance Faire on July 12, 13, and 14, 2024, at Frontier Fields.

BACKGROUND

Daris Gibbons, representing the Medieval Mayhem Historical Arts Foundation, submitted an application for a special event liquor license for the 2024 Medieval Mayhem Renaissance Faire at Frontier Fields, scheduled for July 12,13, and 14, 2024.

The license will allow the Medieval Mayhem Historical Arts Foundation to sell alcohol during the event. An existing six-foot chain-link fence surrounds Frontier Fields, where the alcohol will be sold and consumed.

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

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 will be forwarded to the Department of Liquor Licenses and Control. Unlike regular liquor licenses, the Council's decision is final for such an application.

ATTACHMENTS

1. Special Event Liq Lic App.Medieval Mayhem

FISCAL IMPACT

N/A

CSR:
Amount:

DLLC USE ONLY

Job #:
Date Accepted:
CSR:
License #:

SPECIAL EVENT LICENSE

APPLICATION FEE $25.00 PER DAY

Arizona Department of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Application MUST be submitted to the Department of Liquor 10 days prior to the event.

SECTION 1 **Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.**

1. Applicant: Gibbons (Last) Daris (First) A (Middle)
(Must be an Officer/Member of the Non Profit Entity)

2. Applicant's mailing address: 1067 Gold Hill Drive (Street) Show Low (City) AZ (State) 85901 (Zip)

3. Applicants home/cell phone: 928-215-0451 Applicant's business phone: 928-215-0451

4. Applicant's email address: mmhaf16@gmail.com

5. Special Event Name: Medieval Mayhem Renaissance Faire

6. Name of Non-Profit Organization, Candidate or Political Party/Gov.: Mountain of Hope Foundation

7. Non-Profit/IRS Tax Exempt Number: 81-1847976

8. Arizona Corporation Commission File #: 20834840 If out of State please specify: ______
(Attach letter of good standing)

9. Event Location Name: Frontier Field

10. Event Address: 950 N. 9th Place Show Low AZ 85901

Dates and Hours of Event - Days must be consecutive and may not exceed 10 consecutive days.

****SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY****

Days	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	July 12	Friday	11 am	11 pm
DAY 2:	July 13	Saturday	10 am	11 pm
DAY 3:	July 14	Sunday	10 am	11 pm
DAY 4:				
DAY 5:				
DAY 6:				
DAY 7:				
DAY 8:				
DAY 9:				
DAY10:				

SECTION 2 What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

0 Number of Police 4-6 Number of Security Personnel ☑ Fencing ☐ Barriers

Must explain security measures: Uniformed security stationed at single ingress/egress access point & patrolling grounds with non-uniformed security personnel. All servers Title 4 certified servers/managers

SECTION 3 What is the purpose of this event?

☑ **On-site consumption** ☐ **Off-site (auction/wine/distilled spirits pull)** ☐ **Both**

How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors?
Check one of the following boxes. (R-19-318)

A) ☑ Special Event being held on an **unlicensed** premises will require approval and signature by the Local Governing Body on page 3. (If checked move to section 4)

B) ☐ Will this event be held on a currently licensed premises and within the already approved and licensed area?
(Must attach a letter from the licensed premises with an explanation of the option checked below)

Name of Business	License Number	Phone (Include Area Code)

☐ Place license in non-use - *Special Event Licensee selling all alcohol without retailer involvement*
Must attach letter from the location suspending license for duration of special event

☐ Dispense and serve all spirituous liquors under retailer's license – *Business operates normally, minimum of 25% of gross revenue from alcohol sales is donated to licensee*

☐ Dispense and serve all spirituous liquors under special event - *The special event licensee is in charge of selling alcohol that was purchased or donated by the special event licensee. The retailers existing alcohol inventory must be separated from any alcohol used during the special event.* **Must attach letter from the location suspending license for duration of special event**

☐ Split premise between special event and retail location - *Both the special event licensee and the retailer will conduct sales of alcohol. (These sales will be done in separate areas. If alcohol is donated or purchased by the special event licensee it must be in a separate area than the alcohol that is dispensed by the licensed retailer.)*

☐ **Off Sale only - *Wine/Distilled Spirits Pull, Live or Silent Auctions*** – *Retailer will still be permitted to conduct all normal sale and service of alcohol.*

SECTION 4

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?

   ☐ **Yes** ☑ **No** If yes, attach letter of explanation.

2. How many special event days have been issued to this organization during the calendar year? 0

3. Is the Organization using the services of a Special Event Contractor? (*A licensee can utilize the services of a special event contractor who may purchase and sell alcohol on behalf of the licensee. If no special event contractor is listed, the licensee is responsible for the sales and service of alcohol.*)

   ☐ **Yes** ☑ **No** If yes, please provide the Name of the Special Event Contractor: ______________

4. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol? (Licensees who hold a series 6, 7, 11, or 12 license are automatically qualified to be the special event contractor)

   ☐ **Yes** ☑ **No** if yes, please provide the Name of Licensee: ______________ License #: ______________

5. List the name of the Individual or Organization that will receive revenues, **MUST EQUAL 100 PERCENT.**

Attach additional sheet if necessary.

Name: Mountain of Hope Foundation Percentage: 100

Address: 1067 Gold Hill Drive Show Low AZ 85901

Street City State Zip

Name: ______ Percentage: ______

Address: ______

Street City State Zip

Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

SECTION 5 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

ATTACH DIAGRAM

If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local governing body before submitting to the Department of Liquor Licenses and Control. ***Please contact the local governing board for additional information.***

APPLICANT SIGNATURE

Declaration:

I, (Print Name) Daris Gibbons, declare under penalty of perjury that I am authorized to submit this application. I have read the contents of this application, and to the best of my knowledge believe all statements made on this application to be true, correct and complete.

Signature

LOCAL GOVERNING BODY

Date Received: ______

I, ______ (Government Official) ______ (Title) recommend ☐APPROVAL ☐ DISAPPROVAL

On behalf of ______ (City, Town, County), ______ Signature, ______ Date, ______ Phone

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

AZDLLC USE ONLY

☐APPROVAL ☐ DISAPPROVAL BY: ______ DATE: ______


Fighting Eric
Trash Can
ADA/Reg Privy
Shade Haven
Pub Club
Kid's Sword Fighting
T Royal Court
Pub
Dry Dock
Seating
Scott's Retail Booth
Lady Hawke Stage
Seafarers Stage
Merch Tent
Production RV
or set up traffic flow
Emergency Vehicle Access
Sponsor Tent
Emergency Exit
Ingress/Egress
Ticket Sales
Handicaped Vendor Parking
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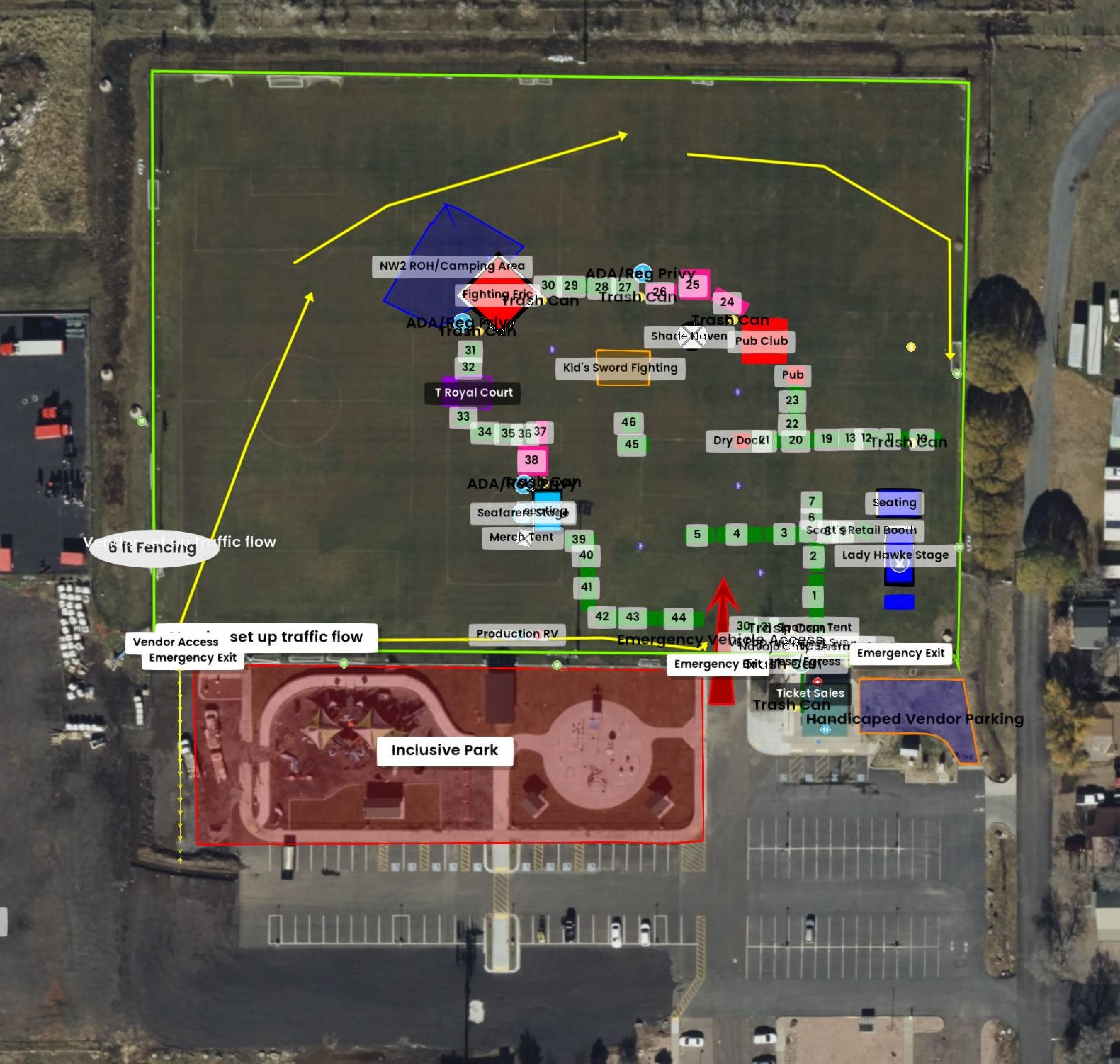
NW2 ROH/Camping Area
Fighting Eric
ADA/Reg Privy
Trash Can
Shade Haven
Pub Club
Pub
Kid's Sword Fighting
T Royal Court
Dry Dock
Seafarers Stage
Merch Tent
Seating
Scott's Retail Booth
Lady Hawke Stage
6 ft Fencing
Vendor set up traffic flow
Vendor Access
Emergency Exit
Production RV
Emergency Vehicle Access
Ticket Sales
Handicaped Vendor Parking
Inclusive Park
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MTG DATE: 5/7/2024
ITEM: 8.B

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: **PUBLIC HEARING** and Consideration of Application Submitted by Sunshine Marne Brewer on Behalf of Show Low Chamber of Commerce for Special Event Liquor License for 2024 Show Low Days on June 7 and 8, 2024 at Frontier Fields (Rachael Hall)

RECOMMENDATION

I **MOVE** to approve the application submitted by Sunshine Marne Brewer for a special event liquor license for the 2024 Show Low Days on June 7 and 8 at Frontier Fields, Show Low, Arizona.

BACKGROUND

Sunshine Marne Brewer, representing the Show Low Chamber of Commerce, submitted an application for a special event liquor license for the 2024 Show Low Days at Frontier Fields, scheduled for June 7 and 8, 2024.

The license will allow the Show Low Chamber of Commerce to sell alcohol during the event. An existing six-foot chain-link fence surrounds Frontier Fields, where the alcohol will be sold and consumed.

One entrance/exit gate will be open for participants to enter and leave the area. It will 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). The Arizona Rangers will roam the field to provide additional security when available. The northeast corner of Frontier Fields will house the kids’ zone, and no alcohol will 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 will be forwarded to the Department of Liquor Licenses and Control. Unlike regular liquor licenses, the Council’s decision is final for such an application.

ATTACHMENTS

1. Special Event LL.SL Days Application

FISCAL IMPACT

N/A

CSR:	
Amount:	

SPECIAL EVENT LICENSE
APPLICATION FEE $25.00 PER DAY

DLLC USE ONLY

Job #:	
Date Accepted:	
CSR:	
License #:	

Arizona Department of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Application MUST be submitted to the Department of Liquor 10 days prior to the event.

SECTION 1 **Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.**

1. Applicant: Brewer, Sunshine Marne
(Must be an Officer/Member of the Non Profit Entity) Last First Middle

2. Applicant's mailing address: 1100 E Whipple Street Show Low AZ 85901
Street City State Zip

3. Applicants home/cell phone: 928.521.3999 Applicant's business phone: 928.537.2326

4. Applicant's email address: director@showlowchamber.com

5. Special Event Name: Show Low Days

6. Name of Non-Profit Organization, Candidate or Political Party/Gov.: Show Low Chamber of Commerce

7. Non-Profit/IRS Tax Exempt Number: 86-0138312

8. Arizona Corporation Commission File #: 00967363 If out of State please specify:________
(Attach letter of good standing)

9. Event Location Name: Frontier Field

10. Event Address: 650 N 9th Pl, Show Low, AZ 85901

Dates and Hours of Event - Days must be consecutive and may not exceed 10 consecutive days.

****SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY****

Days	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	6/7/24	Friday	12pm	10pm
DAY 2:	6/8/24	Saturday	9am	10pm
DAY 3:				
DAY 4:				
DAY 5:				
DAY 6:				
DAY 7:				
DAY 8:				
DAY 9:				
DAY10:				

Individuals requiring ADA accommodations please call (602)542-2999

SECTION 2 What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

________ Number of Police 10 Number of Security Personnel ☑ Fencing ☑ Barriers

Must explain security measures: Event is held in a fenced in location with Arizona Rangers patrolling and providing security. Volunteers will be working in conjunction with Rangers to insure safety and legality of event.

SECTION 3 What is the purpose of this event?

☑ **On-site consumption** ☐ **Off-site (auction/wine/distilled spirits pull)** ☐ **Both**

How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Check one of the following boxes. (R-19-318)

A) ☑ Special Event being held on an **unlicensed** premises will require approval and signature by the Local Governing Body on page 3. (If checked move to section 4)

B) ☐ Will this event be held on a currently licensed premises and within the already approved and licensed area? **(Must attach a letter from the licensed premises with an explanation of the option checked below)**

Name of Business	License Number	Phone (Include Area Code)

☐ Place license in non-use - *Special Event Licensee selling all alcohol without retailer involvement*
Must attach letter from the location suspending license for duration of special event

☐ Dispense and serve all spirituous liquors under retailer's license – *Business operates normally, minimum of 25% of gross revenue from alcohol sales is donated to licensee*

☐ Dispense and serve all spirituous liquors under special event - *The special event licensee is in charge of selling alcohol that was purchased or donated by the special event licensee. The retailers existing alcohol inventory must be separated from any alcohol used during the special event.* **Must attach letter from the location suspending license for duration of special event**

☐ Split premise between special event and retail location - *Both the special event licensee and the retailer will conduct sales of alcohol. (These sales will be done in separate areas. If alcohol is donated or purchased by the special event licensee it must be in a separate area than the alcohol that is dispensed by the licensed retailer.)*

☐ **Off Sale only - *Wine/Distilled Spirits Pull, Live or Silent Auctions*** – *Retailer will still be permitted to conduct all normal sale and service of alcohol.*

SECTION 4

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?

   ☐ **Yes** ☑ **No** If yes, attach letter of explanation.

2. How many special event days have been issued to this organization during the calendar year? 0

3. Is the Organization using the services of a Special Event Contractor? (*A licensee can utilize the services of a special event contractor who may purchase and sell alcohol on behalf of the licensee. If no special event contractor is listed, the licensee is responsible for the sales and service of alcohol.*)

   ☐ **Yes** ☑ **No** If yes, please provide the Name of the Special Event Contractor: ________

4. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol? (Licensees who hold a series 6, 7, 11, or 12 license are automatically qualified to be the special event contractor)

   ☐ **Yes** ☑ **No** if yes, please provide the Name of Licensee: ________ License #: ________

5. List the name of the Individual or Organization that will receive revenues, **MUST EQUAL 100 PERCENT.**

Attach additional sheet if necessary.

Name: Show Low Chamber of Commerce Percentage: 100%

Address: 81 E Deuce of Clubs Show Low AZ 85901

Street City State Zip

Name: ______ Percentage: ______

Address: ______

Street City State Zip

Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

SECTION 5 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

ATTACH DIAGRAM

If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local governing body before submitting to the Department of Liquor Licenses and Control. *Please contact the local governing board for additional information.*

APPLICANT SIGNATURE

Declaration:

I, (Print Name) Sunshine Brewer, declare under penalty of perjury that I am authorized to submit this application. I have read the contents of this application, and to the best of my knowledge believe all statements made on this application to be true, correct and complete.

Sunshine Brewer

Signature

LOCAL GOVERNING BODY

Date Received: ______

I, ______ (Government Official) ______ (Title) recommend ☐APPROVAL ☐ DISAPPROVAL

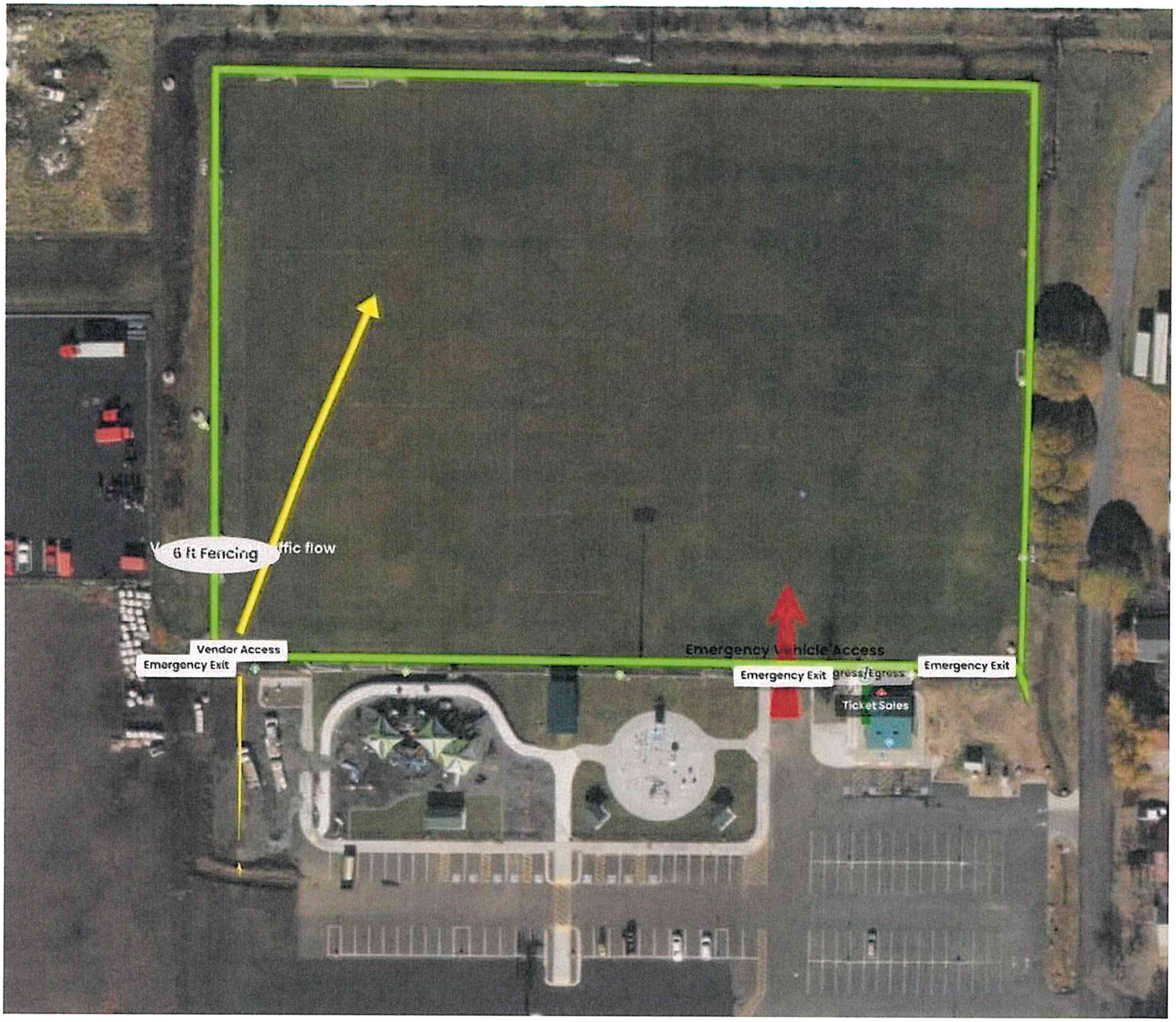
On behalf of ______ (City, Town, County), ______ Signature, ______ Date, ______ Phone

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

AZDLLC USE ONLY

☐APPROVAL ☐ DISAPPROVAL BY: ______ DATE: ______

Individuals requiring ADA accommodations please call (602)542-2999


6 ft Fencing
ffic flow
Vendor Access
Emergency Exit
Emergency Vehicle Access
Emergency Exit
Emergency Exit
Ticket Sales


Emergency Entry/Exit
tive Air Landing Area
Griffin
Hot Tub
Shed Display
Food Vendors
Wifi
General Vendor Area
Shaded Seating/Eating Area
Kid's zone-No Alcohol
Kids Zone
Main Entrance
Hensley Beer Garden
Food Trucks
Sweet Treat Vendors
B&W
Map
Satellite
Bing

MTG DATE: 5/7/2024
ITEM: 8.C

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Approval of Additional Full-Time Recreation Coordinator in Recreation Division of Community Services Department (Jay Brimhall)

RECOMMENDATION

I **MOVE** to approve the request for an additional full-time Recreation Coordinator in the Recreation Division of the Community Services Department to offer recreation programming for the citizens and visitors of the City of Show Low and authorize the associated budget transfer from the Council Contingency funds.

BACKGROUND

Currently, a staff of three full-time employees organizes and coordinates all events, community programming, youth sports and adult sports for the City of Show Low.

Last year, staff met and discussed asking the City Council to consider a new full-time recreation coordinator for the Recreation division to expand programming opportunities for patrons.

For the upcoming fiscal year (FY) 2025, staff requested this new full-time staff position in the FY2025 budget.

The City Council expressed an understanding of the need for this position at the budget meeting on April 18, 2024.

In order to get a head start on the Recreation Division's busy summer season, the City Council instructed staff to request this new full-time Recreation Coordinator at a future City Council Meeting using Council Contingency funds.

Following the Council's recommendation, staff is requesting an additional full-time Recreation Coordinator in FY2024 as well as Council Contingency dollars to fund the position prior to the position's FY2025 budget approval in June 2024.

ATTACHMENTS

None

FISCAL IMPACT

Anticipated cost: $12,211.50 (includes wage and ERE)
Funding source (account no.):Personnel Budget for Parks and Recreation (multiple line items)

MTG DATE: 5/7/2024
ITEM: 8.D

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Award of Contract for Senior Field Bleachers Rehab, City of Show Low Project No. FM-0824 (Rick Austin)

RECOMMENDATION

I **MOVE** to award the rehab contract for the Senior Field Bleachers, City of Show Low Project No. FM-0824 to LD&B, LLC in an amount not to exceed $174,502.00.

BACKGROUND

The Senior Field Bleachers have fallen into disrepair from years of heavy use. After consulting with some local concrete contractors, the following repairs were recommended to get the most complete and durable repair. Sandblast all surfaces, provide 3.5 inches of new concrete cap, make all necessary repairs on the face block and supply a new mortar wash when repairs are complete, and finally paint all handrails. On March 15 and 19, 2024, an Invitation to Bid was published in the White Mountain Independent for rehab of the Senior Field Bleachers. Two companies attended the Mandatory Pre-Bid Conference on March 27, 2024. These same two companies submitted bids with the following results:

Contractor	Total Bid
LD&B, LLC	$174,502.00
Conco Concrete Specialists, LLC	$211,180.00

Staff recommends awarding the rehab contract for the Senior Field Bleachers, City of Show Low Project No. FM-0824, to LD&B, LLC in an amount not to exceed $174,502.00.

ATTACHMENTS

1. FM-0824 Bid Tabulation

FISCAL IMPACT

Anticipated cost: $174,502.00
Funding source (account no.): Repairs & Maintenance (11-445-460-4300-0000)

04/10/2024

Senior Field Bleachers Rehab
Project No. FM-0824
Bid Tabulation Sheet

	BID SCHEDULE A			CONCO CONCRETE SPECIALISTS, LLC	1	L D & B, LLC	2
Item	Description	Unit	No. of Units	Unit Price	Total Price	Unit Price	Total Price
1	Sandblast all existing vertical and horizontal surfaces	SQFT	9302	$1.00	$9,302.00	$1.702859	$15,839.99
2	Provide and install 3.5" of new concrete for all horizontal surfaces of the bleachers	SQFT	7052	$12.00	$84,624.00	$15.882305	$112,002.01
3	Make all necessary repairs, supply and install new mortar wash face and paint on all vertical surfases with one 4" dowel pin every fout feet on vertical service	SQFT	2250	$32.00	$72,000.00	$12.906660	$29,039.99
4	Remove, re-set and paint existing handrail once new concrete has cured	LF	343	$25.00	$8,575.00	$13.469400	$4,620.00
5	Mobilization	Each	1	$25,499.00	$25,499.00	$5,000.00	$5,000.00
			Taxes		$11,180.00		$8,000.00
	Grand Total				**$211,180.00**		**$174,502.00**

MTG DATE: 5/7/2024
ITEM: 8.E

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Award of Construction Contract for 2024 Slurry Seal Project, City of Show Low Project No. R-7924 (Shane Hemesath)

RECOMMENDATION

I **MOVE** to award the construction contract for the 2024 Slurry Seal Project, City of Show Low Project No. R-7924, to American Pavement Preservation, in an amount not to exceed $493,052.00.

BACKGROUND

The 2024 Capital Improvement Plan included funding for the 2024 annual slurry seal project. The City's current pavement preservation plan includes a minimum maintenance of crack-filling, patching, and resurfacing every City street and parking lot with a slurry seal every six years. City crews are currently crack-filling and patching repairs for the areas identified for slurry sealing this year.

Rehabilitation includes furnishing all labor, equipment, and materials required to place approximately 276,000 square yards of type II polymer-modified asphalt slurry seal on selected City streets as well as replacing the pavement markings for the roadways after the slurry seal placement.

The engineer's construction cost estimate for the work was $550,000.00. The invitation to bid was published as required and sealed bids were opened publicly, with the following results:

Contractor	Total Bid
American Pavement Preservation	$493,052.00
VSS International	$670,522.00
Sunland Asphalt & Construction LLC	$915,920.00

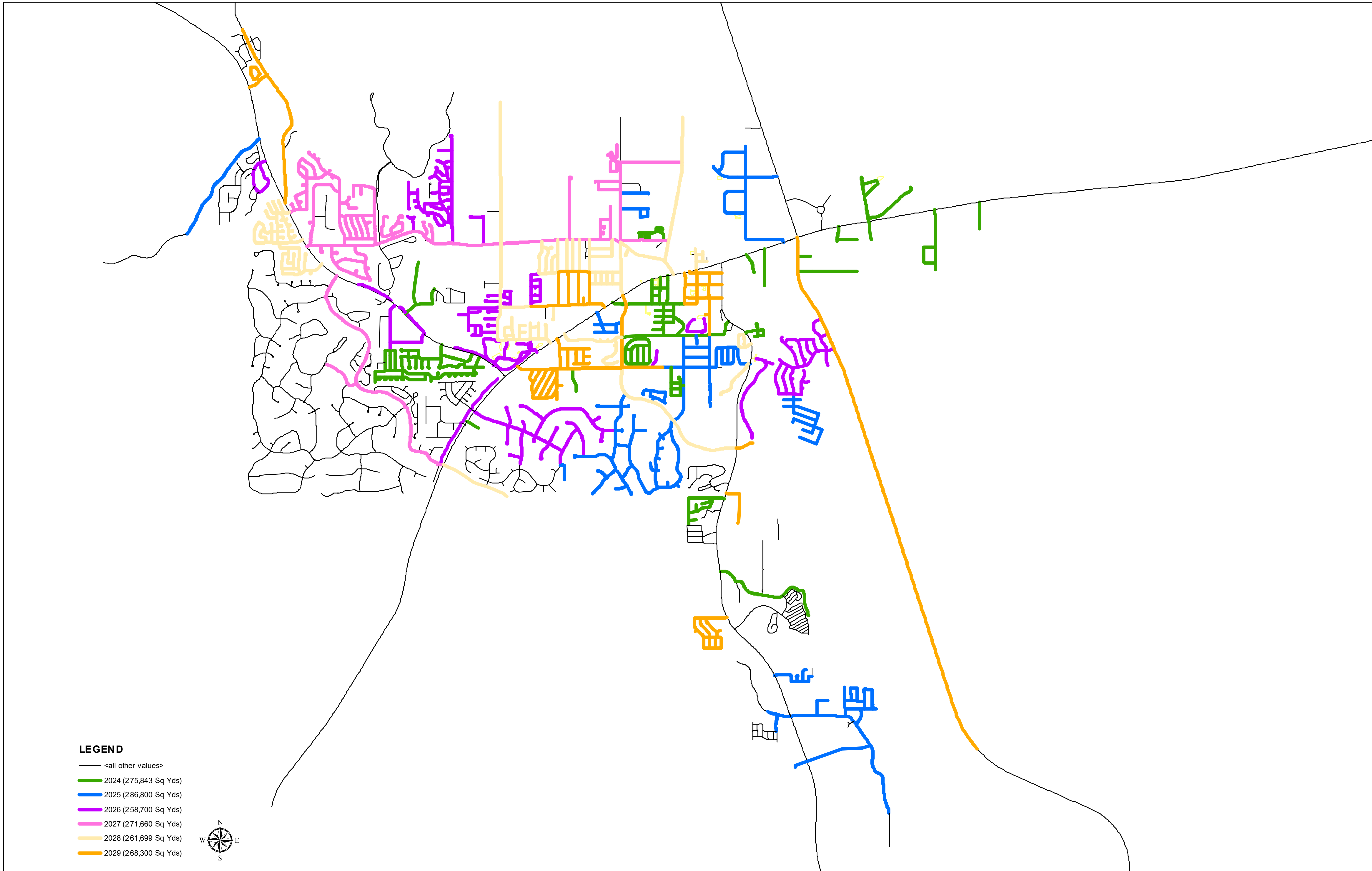
Staff recommends awarding the 2024 Slurry Seal Project, City of Show Low Project No. R-7924, to American Pavement Preservation, in an amount not to exceed $493,052.00.

ATTACHMENTS

1. SLURRY2024

FISCAL IMPACT

Anticipated cost: $493,052.00
Funding source (account no.): 12-500-495-7300-5791


LEGEND
<all other values>
2024 (275,843 Sq Yds)
2025 (286,800 Sq Yds)
2026 (258,700 Sq Yds)
2027 (271,660 Sq Yds)
2028 (261,699 Sq Yds)
2029 (268,300 Sq Yds)
N
W
E
S

MTG DATE: 5/7/2024
ITEM: 8.F

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Award of Construction Contract for 2024 Citywide Roadway Improvements, City of Show Low Project R-6724 (Shane Hemesath)

RECOMMENDATION

I **MOVE** to award the construction contract for the Citywide Roadway Improvements 2024, City of Show Low Project No. R-6724 to Hatch Construction and Paving Inc. in an amount not to exceed $999,910.00 and authorize the associated budget transfers.

BACKGROUND

The City's fiscal year 2024 Capital Improvements Plan budget includes $465,000.00 for a roadway improvement project labeled "West Owens and 30th Avenue" and $531,000.00 for a roadway improvement project labeled "North 22nd Avenue and Kartchner". The scope of work includes the reconstruction of 9,500 linear feet of roadway, including portions of West Owens, South 30th Avenue, North 22nd Avenue and East Kartchner. The work includes but is not necessarily limited to, the pulverization of approximately 25,000 square yards of existing asphalt roadway, recycling and mixing existing asphalt millings into the existing base, subgrade preparation and compaction, reshaping the roadway grade, installing new asphalt pavement overlay, re-establish roadway shoulder, installing minor drainage improvements, and adjusting water valves and manholes. The two projects were combined into one to reduce redundant construction costs and gain economy of scale for the projects.

The City's engineering staff designed the project with a construction estimate of $985,000.00. The project was publicly bid according to statutory requirements with the following results:

Contractor	Total Bid
Hatch Construction and Paving Inc.	$999,910.00
PAP LLC	$1,035,415.00
Perkins Cinders Inc.	$1,185,519.02
Sunland Asphalt and Construction	$1,237,500.00
Western Grade LLC	$1,271,859.00

Staff recommends awarding the construction contract for the Citywide Roadway Improvements 2024, City of Show Low Project No. R-6724 to Hatch Construction and Paving Inc. in an amount not to exceed $999,910.00 and authorize the associated budget transfers.

ATTACHMENTS

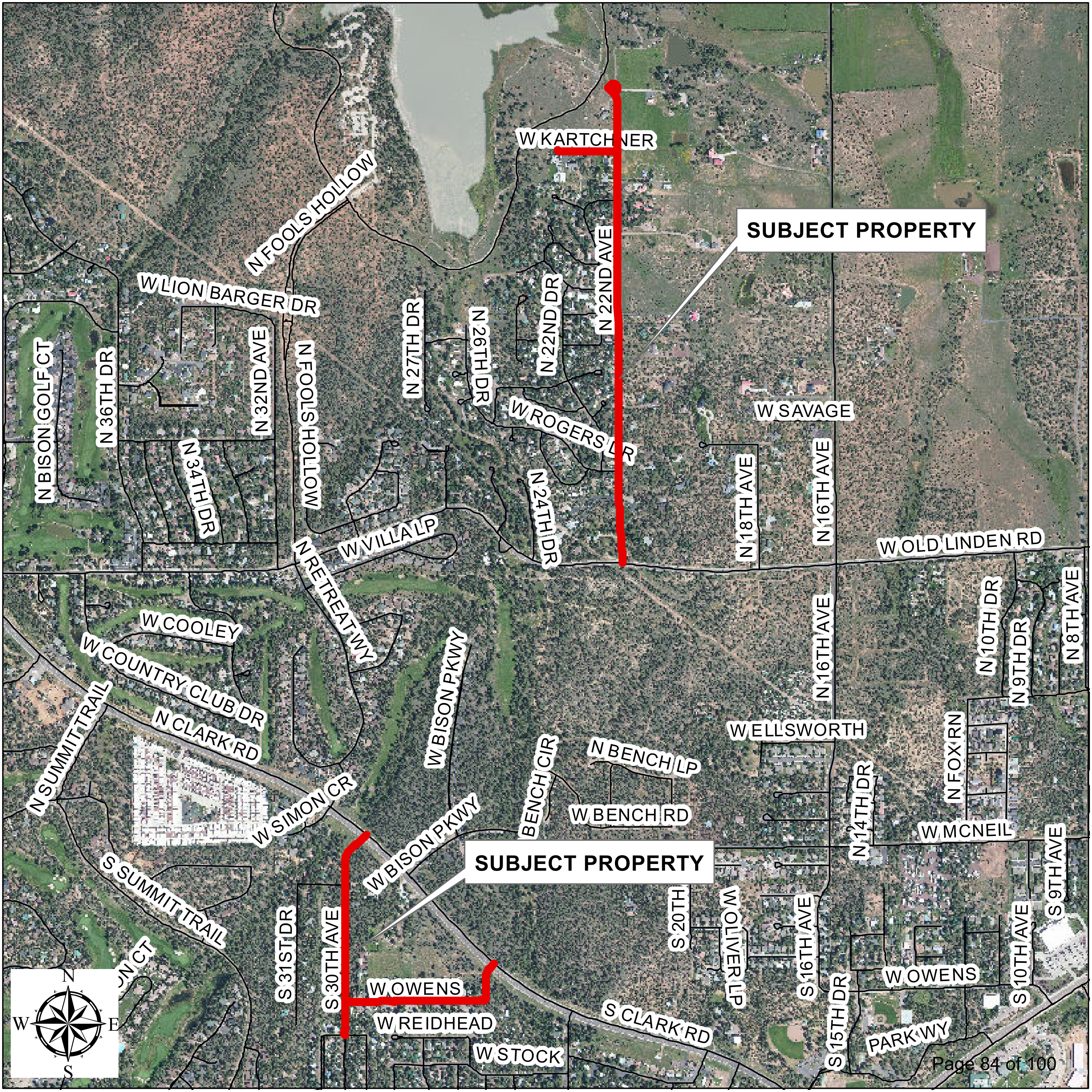
1. Citywide Paving 2024 Aerial
2. R-6724 BID TAB SHEET

FISCAL IMPACT

Anticipated cost:$999,910

Funding source (account no.): 12-500-495-7310-2421/5002421 (W Owens and 30th Ave) $439,960.40; 12-500-495-7310-2422/5002422 (N 22nd Ave and Kartchner) $559,949.60

Description	Account	Approved Budget	Transfer	Amended Budget
Capital Carryover	12-500-495-7000-0000	$32,013	(28,950)	$3,063
N 22nd Ave and Kartchner	12-500-495-7310-2422/5002422	$531,000	28,950	$559,950
Total		$563,013		$563,013



W KARTCHNER
SUBJECT PROPERTY
N FOOLS HOLLOW
W LION BARGER DR
N 22ND AVE
N 27TH DR
N 26TH DR
N 22ND DR
N 32ND AVE
N FOOLS HOLLOW
N 36TH DR
N BISON GOLF CT
W ROGERS DR
W SAVAGE
N 34TH DR
N 24TH DR
N 18TH AVE
N 16TH AVE
W VILLA LP
W OLD LINDEN RD
N RETREAT WY
W COOLEY
W COUNTRY CLUB DR
N CLARK RD
N SUMMIT TRAIL
W BISON PKWY
N 16TH AVE
N 10TH DR
N 9TH DR
N 8TH AVE
W ELLSWORTH
BENCH CIR
N BENCH LP
W BENCH RD
N FOX RN
N 14TH DR
W SIMON CR
W MCNEIL
W BISON PKWY
SUBJECT PROPERTY
S SUMMIT TRAIL
S 31ST DR
S 30TH AVE
S 20TH
W OLIVER LP
S 16TH AVE
S 9TH AVE
S 10TH AVE
W OWENS
W OWENS
W REIDHEAD
S CLARK RD
S 15TH DR
PARK WY
W STOCK
N
S
E
W

Citywide Roadway Improvements 2024
Project No.: R-6724

	BID SCHEDULE A			Hatch Construction & Paving, Inc.	1	PAP, LLC	2	Perkins Cinders, Inc.	3	Sunland Asphalt & Construction, LLC	4	Western Grade, LLC	6
Item	Description	Unit	No. of Units	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization	LS	1	$80,000.00	$80,000.00	$45,000.00	$45,000.00	$75,839.76	$75,839.76	$123,615.00	$123,615.00	$40,390.00	$40,390.00
2	Traffic Control	LS	1	$15,000.00	$15,000.00	$10,000.00	$10,000.00	$15,821.93	$15,821.93	$50,000.00	$50,000.00	$34,790.00	$34,790.00
3	Sawcut and Remove Existing Asphalt Driveway	SY	350	$10.00	$3,500.00	$75.00	$26,250.00	$21.13	$7,395.50	$78.00	$27,300.00	$90.00	$31,500.00
4	Sawcut and Remove Existing Concrete Driveway	SF	1,750	$10.00	$17,500.00	$12.00	$21,000.00	$2.84	$4,970.00	$9.50	$16,625.00	$10.00	$17,500.00
5	Cut and remove 2.5' wide Concrete Curb	LF	10	$10.00	$100.00	$20.00	$200.00	$31.64	$316.40	$20.00	$200.00	$48.00	$480.00
6	Remove Existing Culvert	EA	6	$300.00	$1,800.00	$550.00	$3,300.00	$720.78	$4,324.68	$2,250.00	$13,500.00	$780.00	$4,680.00
7	Sawcut and Remove Existing Concrete	SF	160	$10.00	$1,600.00	$8.00	$1,280.00	$5.67	$907.20	$20.00	$3,200.00	$6.30	$1,008.00
8	Remove and Relocate Existing Mailbox	EA	2	$300.00	$600.00	$300.00	$600.00	$316.44	$632.88	$2,200.00	$4,400.00	$120.00	$240.00
9	Install 2' and 2.5' Concrete Ribbon Curb	LF	80	$42.00	$3,360.00	$45.00	$3,600.00	$78.05	$6,244.00	$86.00	$6,880.00	$78.00	$6,240.00
10	Install 18" CMP Culvert	LF	90	$130.00	$11,700.00	$65.00	$5,850.00	$128.86	$11,597.40	$210.00	$18,900.00	$118.00	$10,620.00
11	Install 13" x 17" CMPA Culvert	LF	200	$140.00	$28,000.00	$65.00	$13,000.00	$104.82	$20,964.00	$200.00	$40,000.00	$98.00	$19,600.00
12	Lower the Existing Sewer Manhole and raise to finished Asphalt Grade Per COSL Std Dtl S-01, S-02, S-06	EA	11	$1,000.00	$11,000.00	$850.00	$9,350.00	$1,423.97	$15,663.67	$900.00	$9,900.00	$760.00	$8,360.00
13	Lower the Existing Sewer Cleanout and raise Steal Monument to finished Asphalt Grade Per COSL Std Dtl S-07	EA	2	$600.00	$1,200.00	$650.00	$1,300.00	$685.62	$1,371.24	$700.00	$1,400.00	$485.00	$970.00
14	Lower the Existing Water Valve and raise to finished Asphalt Grade Per COSL Std Dtl W-08	EA	2	$600.00	$1,200.00	$650.00	$1,300.00	$896.58	$1,793.16	$700.00	$1,400.00	$510.00	$1,020.00
15	Install Concrete Driveway Per MAG Std Dtl. 250-1	SF	1,800	$14.00	$25,200.00	$14.00	$25,200.00	$19.20	$34,560.00	$15.50	$27,900.00	$15.40	$27,720.00
16	Pulverize Existing Asphalt Per Plan Detail and Specifications	SY	25,100	$2.00	$50,200.00	$1.50	$37,650.00	$1.24	$31,124.00	$2.80	$70,280.00	$0.71	$17,821.00
17	Reshape Roadway and Compact	SY	25,100	$1.50	$37,650.00	$1.75	$43,925.00	$4.30	$107,930.00	$1.50	$37,650.00	$8.00	$200,800.00
18	Install **3"** Asphalt Overlay	Tons	5,100	$135.00	$688,500.00	$151.00	$770,100.00	$160.27	$817,377.00	$145.00	$739,500.00	$163.00	$831,300.00
19	Roadway Base Repair - Excavate 6-inches minimum depth of Subgrade and dispose of material. Install and compact Asphalt Millings provided by City. Per Special Provisions	CY	200	$40.00	$8,000.00	$30.00	$6,000.00	$52.74	$10,548.00	$125.00	$25,000.00	$22.00	$4,400.00
20	Establish Roadside Ditch	LF	200	$10.00	$2,000.00	$1.50	$300.00	$20.83	$4,166.00	$44.00	$8,800.00	$7.00	$1,400.00
21	Install 18" thick White Stop Line Paint	LF	60	$30.00	$1,800.00	$3.50	$210.00	$32.87	$1,972.20	$17.50	$1,050.00	$17.00	$1,020.00
22	Force Account ©	F.A.	1	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
	GRAND TOTAL				**$999,910.00**		**$1,035,415.00**		**$1,185,519.02**		**$1,237,500.00**		**$1,271,859.00**

MTG DATE: 5/7/2024
ITEM: 8.G

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Adoption of Resolution No. R2024-15 Approving Abandonment of Right-of-Way and Acceptance of the Proposed Scott Ranch Road Right-of-Way (Shane Hemesath)

RECOMMENDATION

I **MOVE** to adopt Resolution No. R2024-15 abandoning existing public Right-of-Way for Scott Ranch Road and accept the proposed public Right-of-Way for Scott Ranch Road, and authorize the Mayor to sign all necessary documents.

BACKGROUND

At the April 16, 2024, Regular meeting, the City Council approved an intergovernmental agreement with the Arizona Department of Transportation (ADOT) for the Scott Ranch Road Design Project. The project includes completing final design documents of the roadway extension between Show Low Lake Road and Penrod Road, final bridge design documents, and environmental clearance to perform the work. ADOT recently awarded the design consultant contract for the work to Kimley-Horn.

Prior to starting the final design of the roadway extension, the property owner that surrounds the existing Scott Ranch Road Right-of-Way between Show Low Creek and Penrod Road, approached the City and requested an adjustment to the roadway Right-of-Way, moving it slightly north. The proposed alignment would work better with their future development property as well as provide a better intersection location at Penrod Road. The City has reviewed the proposed alignment and has approved the revised location.

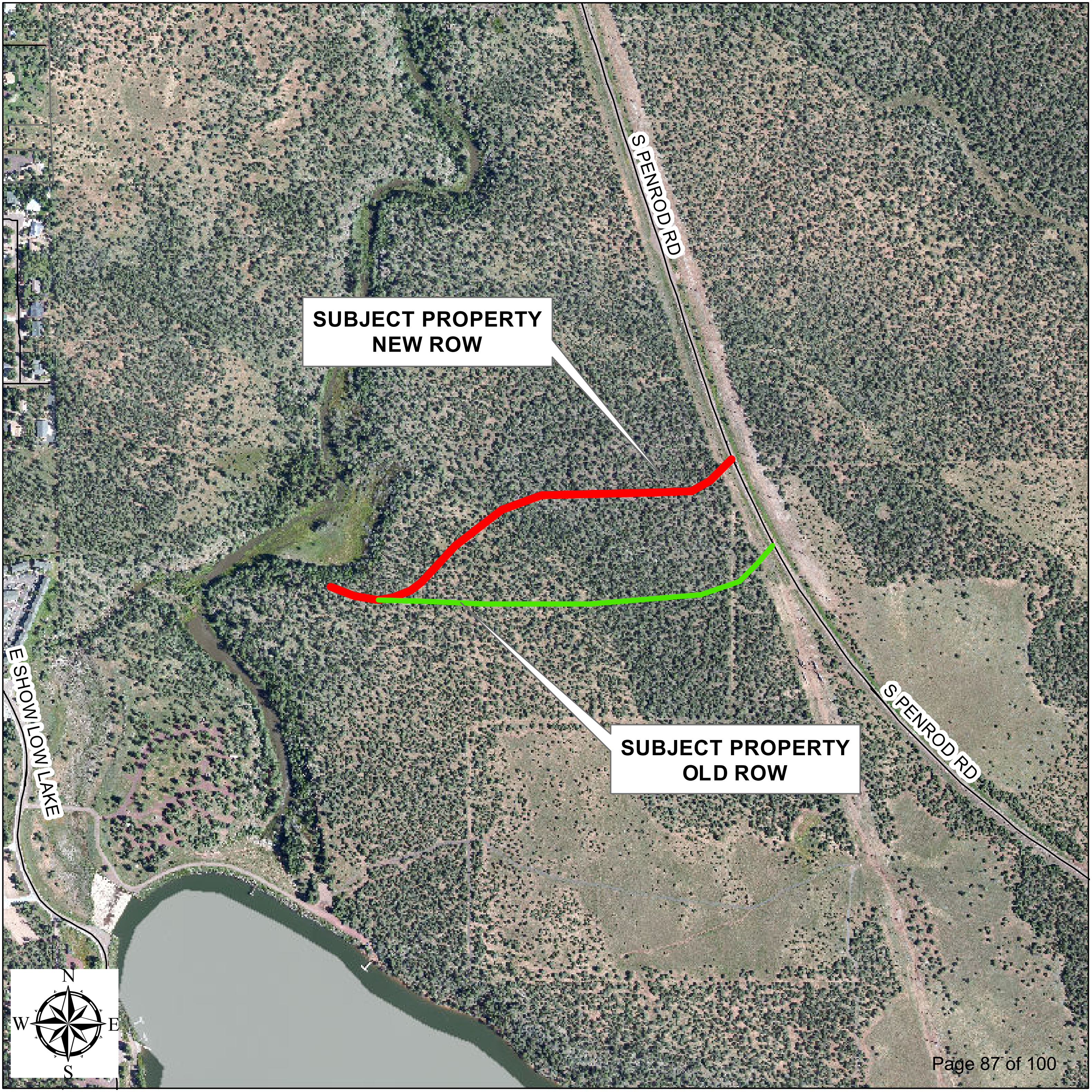
Staff recommends adopting Resolution No. R2024-15 abandoning existing public Right-of-Way for Scott Ranch Road and accepting the proposed public Right-of-Way for Scott Ranch Road, and authorizing the Mayor to sign all necessary documents.

ATTACHMENTS

1. AERIAL SRR NEW ROW
2. Resolution No. R2024-15
3. Right-of-Way Dedication Deed

FISCAL IMPACT

N/A


S PENROD RD
SUBJECT PROPERTY
NEW ROW
SUBJECT PROPERTY
OLD ROW
S PENROD RD
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CITY OF SHOW LOW RESOLUTION NO. R2024-15

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, ABANDONING ROADWAY RIGHT-OF-WAY EASEMENT LOCATED ON ASSESSOR'S PARCEL NUMBER 212-02-005

***RECITALS*:**

WHEREAS, a roadway easement for the City of Show Low was recorded with the document identification number 2010-03750, of the Records of Navajo County, Arizona; and

WHEREAS, said easement encumbers approximately 5.50 acres of vacant land, the parcel is identified as Assessor's Parcel No. 212-02-005, owned by Show Low Lake, LLC; and

WHEREAS, the City has not used utilized this portion of the roadway easement, and Show Low Lake LLC is seeking to move the roadway and dedicate a new roadway easement to the City; and

WHEREAS, Arizona Revised Statutes §§ 9-402(E) and 28-7214 provide for the extinguishment of public easements.

ENACTMENT:

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Show Low, Arizona, hereby abandon the roadway right-of-way easement recorded with the Navajo County Recorder with the identification number 2010-03750, as legally described in Exhibit A, attached hereto and incorporated herein by reference, to Show Low Lake LLC.

PASSED AND ADOPTED this 7th day of May, 2024 by the Mayor and Council of the City of Show Low, Arizona.

____
John Leech, Jr., Mayor

ATTEST:

____
Rachael Hall, City Clerk

APPROVED AS TO FORM:

____

Anna M. Atencio, City Attorney

Exhibit A

Legal Description

Scott Ranch Road Existing Right-of-Way to be Abandoned Across a portion of APN 212-02-005 ±5.50 ACRES

A portion of land located in the South-half of the South-half of Section 3, Township 9 North, Range 22 East of the Gila and Salt River Base and Meridian, Navajo County, Arizona, more particularly described as follows:

COMMENCING at the West 1/16th corner on the South line of said Section 3, as marked by a BLM brass capped monument, from which the South-quarter corner of said section, as marked by a BLM brass capped monument, bears South 89°40’46” East, a distance of 1333.36 feet;

Thence North 01°53’05” West, a distance of 571.24 feet to **THE POINT OF BEGINNING**;

Thence continuing North 01°53’05” West, a distance of 99.13 feet;

Thence North 89°57’33” East, a distance of 30.00 feet to a point lying on a non-tangent curve to the left, having a radius of 1600.00 feet;

Thence 762.67 feet, along said curve to the left, having an interior angle of 27°18’40”, a chord bearing South 75°07’52” East, and a chord distance of 755.47 feet;

Thence South 88°47’12” East, a distance of 902.80 feet, to the beginning of a curve to the left, having a radius of 730.00 feet;

Thence 412.96 feet, along said curve to the left, having an interior angle of 32°24’44”, a chord bearing North 75°00’26” East, and a chord distance of 407.48 feet;

Thence North 58°48’04” East, a distance of 262.27 feet, to a point on the Westerly right-of-way of Penrod Road, also being a point on a curve to the left, having a radius of 4600.29 feet;

Thence 100.00 feet, along said curve to the left, having an interior angle of 1°14’44”, a chord bearing South 31°11’56” East, and a chord distance of 100.00 feet;

Thence South 58°48’04” West, a distance of 262.27 feet, to the beginning of a curve to the right, having a radius of 830.00 feet;

Thence 469.53 feet, along said curve to the right, having an interior angle of 32°24’44”, a chord bearing South 75°00’26” West, and a chord distance of 463.30 feet;

Thence North 88°47’12” West, a distance of 902.80 feet, to the beginning of a curve to the right, having a radius of 1700.00 feet;

Thence 786.51 feet, along said curve to the right, having a central angle of 26°30’29”, a chord bearing North 75°31’58” West, and a chord distance of 779.51 feet to THE POINT OF BEGINNING.

Containing 5.50 acres, more or less.

RESERVING, SUBJECT TO, AND TOGETHER WITH all easements of record.

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
37930
DANIEL ALLEN
FOSTER
Date Signed 4/9/24
ARIZONA U.S.

When recorded return to:
City of Show Low
Attn: City Clerk
180 North 9th Street
Show Low, Arizona 85901

RIGHT-OF-WAY DEDICATION DEED

For the consideration of One Dollar ($1.00), the receipt of which is hereby acknowledged, SHOW LOW LAKE LLC, an Arizona limited liability company (hereinafter called "Grantor"), does hereby dedicate, grant and convey to the CITY OF SHOW LOW, an Arizona municipal corporation (hereinafter called "Grantee"), its successors and assigns, a public Right-of-Way, of approximately 5.04 acres, more or less, to construct, operate and maintain a roadway, public trails, utility lines, and appurtenant facilities upon, across, over and under the surface of the following real property situated in Navajo County, Arizona:

> ***LEGAL DESCRIPTION*** **ATTACHED HERETO AS EXHIBIT A AND** ***MAP*** **ATTACHED HERETO AS EXHIBIT B, MADE A PART HEREOF,**

[Exempt from Affidavit of Value pursuant to A.R.S. § 11-1134(A)(3)]

Together with all rights, title and interest of Grantor in subject real property with rights and privileges appurtenant, or to become appurtenant, to subject property on the effective date.

By accepting this Right-of-Way Dedication Deed, the Grantee agrees to use the Right-of-Way for the purposes stated.

Dated this ________ day of ____________________, 2024

GRANTORS:

SHOW LOW LAKE, LLC

By: ______________________________ Its: ________________________
(Signature)

____
(Print Name)

STATE OF ________________________)
) ss.
COUNTY OF ______________________)

The foregoing instrument was acknowledged before me this _____ day of

_____________, 2024, by ____________________________.

IN WITNESS HEREOF, I hereunto set my hand and official seal.

____
Notary Public

My Commission Expires:

ACCEPTED BY GRANTEE:

The City of Show Low

____
John Leech, Jr., Mayor

EXHIBIT A

LEGAL DESCRIPTION
Scott Ranch Road Proposed Right-of-Way
Across a portion of APN 212-02-005
±5.04 ACRES

A portion of land located in the South-half of Section 3, Township 9 North, Range 22 East of the Gila and Salt River Base and Meridian, Navajo County, Arizona, more particularly described as follows:

COMMENCING at the West 1/16th corner of said Section 3, as marked by a BLM brass capped monument, from which the South-quarter corner of said section, as marked by a BLM brass capped monument, bears South 89°40'46" East, a distance of 1333.36 feet;

Thence North 01°53'05" West, a distance of 571.24 feet to **THE POINT OF**

BEGINNING; Thence continuing North 01°53'05" West, a distance of 99.13 feet;

Thence North 89°57'33" East, a distance of 30.00 feet to a point lying on a non-tangent curve to the left, having a radius of 1600.00 feet;

Thence 22.43 feet, along said curve to the left, having an interior angle of 00°48'12", and a chord bearing South 61°52'45" East, and a chord distance of 22.43 feet to the beginning of a compound curve to the left, having a radius of 490.00 feet;

Thence 485.15 feet, along said curve to the left, having an interior angle of 56°43'42", and a chord bearing North 89°17'40" East, and a chord distance of 465.57 feet;

Thence North 60°55'49" East, a distance of 513.03 feet to the beginning of a tangent curve to the right, having a radius of 700.00 feet;

Thence 350.77 feet, along said curve to the right, having an interior angle of 28°42'41", and a chord bearing North 75°17'09" East, and a chord distance of 347.12 feet;

Thence North 89°38'29" East, a distance of 301.67 feet to the beginning of a curve to the left, having a radius of 600.00 feet;

Thence 256.39 feet, along said curve to the left, having an interior angle of 24°29'00", and a chord bearing North 77°23'59" East, and a chord distance of 254.44 feet;

Thence North 65°09'29" East, a distance of 216.25 feet to a point lying on the West right-of-way of Penrod Road, said point lying on a non-tangent curve to the left, having a radius of 4600.29 feet;

Thence 100.00 feet, along said right-of-way and curve to the left, having an interior angle of 01°14'44", and a chord bearing South 24°52'07" East, and a chord distance of 100.00 feet;

Thence South 65°09'29" West, a distance of 216.30 feet to the beginning of a curve to the right, having a radius of 700.00 feet;

Thence 299.12 feet, along said curve to the right, having an interior angle of 24°29'00", and a chord bearing South 77°23'59" West, and a chord distance of 296.85 feet;

Thence South 89°38'29" West, a distance of 301.67 feet to the beginning of a curve to the left, having a radius of 600.00 feet;

Thence 300.66 feet, along said curve to the left, having an interior angle of 28°42'41", and a chord bearing South 75°17'09" West, and a chord distance of 297.53 feet;

Thence South 60°55'49" West, a distance of 513.03 feet to the beginning of a tangent curve to the right, having a radius of 590.00 feet;

Thence 584.27 feet, along said curve to the right, having an interior angle of 56°44'20", and a chord bearing South 89°17'59" West, and a chord distance of 560.68 feet to **THE POINT OF BEGINNING**.

Containing 5.04 acres, more or less.

RESERVING, SUBJECT TO, AND TOGETHER WITH all easements of record.

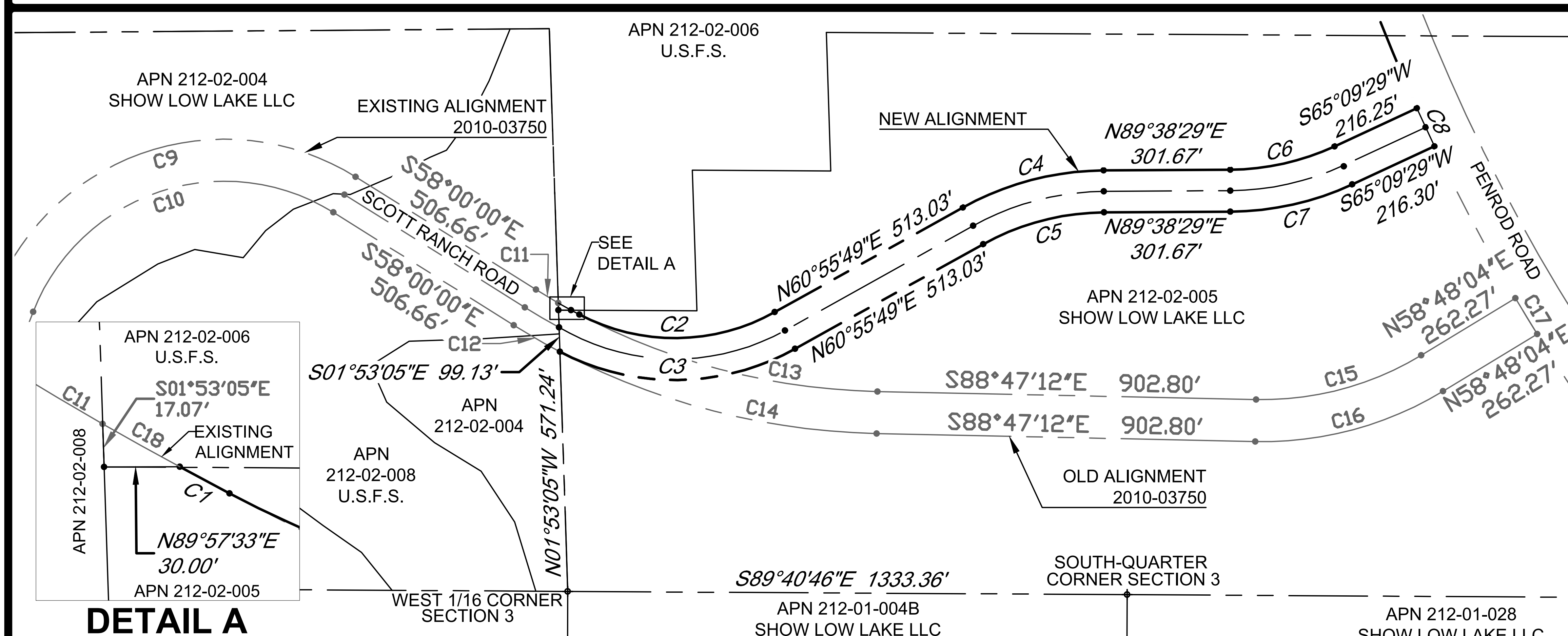
REGISTERED LAND SURVEYOR
CERTIFICATE NO.
37930
DANIEL ALLEN
FOSTER
Date Signed 4/9/24
ARIZONA U.S.

D. Allen Foster

EXHIBIT B
MAP

SCOTT RANCH ROAD REALIGNMENT
LOCATED IN THE SOUTH HALF OF SECTION 3, TOWNSHIP 09 NORTH, RANGE 22 EAST, GILA AND SALT RIVER MERIDIAN, NAVAJO COUNTY, ARIZONA

PAINTED SKY
Engineering & Surveying, LLC



DETAIL A
1"=50'

PROJECT LOCATION:
SCOTT RANCH ROAD
CITY OF SHOW LOW

CLIENT INFORMATION:
SHOW LOW LAKE LLC
PO BOX 2949
SHOW LOW, AZ 85902

PROJECT NO:
180450-22001

CLIENT PROJECT NO:

PROJECT NOTES:

ISSUED:

Painted Sky Engineering and Surveying, LLC
176 N. MAIN STREET
SNOWFLAKE, ARIZONA 85937
PHONE: (928) 537-7218
http://www.paintedskyes.com

VICINITY MAP:

Curve Table - New Alignment

Curve #	Length	Radius	Delta	Chord Dist	Chord Bearing
C1	22.43'	1600.00'	0°48'12"	22.43'	S61°52'45"E
C2	485.15'	490.00'	56°43'42"	465.57'	N89°17'40"E
C3	584.27'	590.00'	56°44'20"	560.68'	N89°17'59"E
C4	350.77'	700.00'	28°42'41"	347.12'	S75°17'09"W
C5	300.66'	600.00'	28°42'41"	297.53'	S75°17'09"W
C6	256.39'	600.00'	24°29'00"	254.44'	N77°23'59"E
C7	299.12'	700.00'	24°29'00"	296.85'	N77°23'59"E
C8	100.00'	4600.29'	1°14'44"	100.00'	S24°52'07"E

Curve Table - Old Alignment

Curve #	Length	Radius	Delta	Chord Dist	Chord Bearing
C9	999.79'	590.00'	97°05'29"	884.39'	S73°27'16"W
C10	860.08'	490.00'	100°34'09"	753.84'	S71°42'55"W
C11	62.07'	1600.00'	2°13'21"	62.06'	S59°06'41"E
C12	126.95'	1700.00'	4°16'44"	126.92'	S60°08'22"E
C13	762.67'	1600.00'	27°18'40"	755.47'	S75°07'52"E
C14	786.51'	1700.00'	26°30'29"	779.51'	S75°31'58"E
C15	412.96'	730.00'	32°24'44"	407.48'	N75°00'26"E
C16	469.53'	830.00'	32°24'44"	463.30'	N75°00'26"E
C17	100.00'	4600.29	1°14'44"	100.00'	N31°11'56"W
C18	34.99'	1600.00'	1°15'11"	34.99'	S60°51'16"E

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
37930
DANIEL ALLEN
FOSTER
Date Signed 4/10/24
ARIZONA U.S.

D. Allen Foster

MTG DATE: 5/7/2024
ITEM: 8.H

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Award of Contract for Wastewater Facilities Master Plan, City of Show Low Project No. S-4724 (Bill Kopp)

RECOMMENDATION

I **MOVE** to award the contract for Wastewater Facilities Master Plan, City of Show Low Project No. S-4724 to Sunrise Engineering LLC, in an amount not to exceed $198,500.00.

BACKGROUND

The 2024 City of Show Low Budget includes funding for a Wastewater Facilities Master Plan. The last Master Plan was performed in 2006 and is outdated. The project scope includes a Wastewater Facilities Master Plan report, a system hydraulic model, system evaluation, assessment of future needs, capital project planning, budget estimates, and other elements required to provide a complete and compressive document.

City staff prepared a request for qualifications. The request was advertised per statutory requirements. Three statements of qualifications (SOQ) were received. A selection committee evaluated the SOQ's and in person interviews were held. The committee selected Sunrise Engineering, LLC. Sunrise Engineering is a recognized leader in the Arizona market. They have recently completed master plans in Casa Grande, Kingman, and Queen Creek.

Staff recommends awarding the contract for the Wastewater Facilities Master Plan, City of Show Low Project No. S-4724 to Sunrise Engineering LLC, in an amount not to exceed $198,500.00.

ATTACHMENTS

None

FISCAL IMPACT

Anticipated cost: $198,500.00
Funding source (account no.): Wasterwater Master Plan (42-755-180-1620-0000/7552273)

MTG DATE: 5/7/2024
ITEM: 8.I

City of Show Low
STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Award of Construction Contract for 12-Inch Slipline Installation, City of Show Low Project No. FM-6824 (Bill Kopp)

RECOMMENDATION

I **MOVE** to award the construction contract for 12-Inch Slipline Installation, City of Show Low Project No. FM-6824 to Apache Underground and Excavating, LLC in an amount not to exceed $252,800.00.

BACKGROUND

The 2024 City of Show Low Budget includes funding for a liner pipe to be installed inside of an existing 30-inch pipe. The purpose of the project is to repair the existing leaking pipe that was constructed in the 1950s. The work includes, but is not necessarily limited to, installing approximately 4,100 linear feet of heat fused SDR11 PE100 pipe in an existing 30-inch concrete pipe. The existing 30-inch carrier pipe alignment has a single deflection angle point of approximately 28 degrees located approximately 2,470 lf from the lake intake. The carrier pipe runs from the intake pump facility at Show Low Lake and extends to the outfall at an existing irrigation canal. Upon award of contract, the contractor is required to provide a work plan that details the location of receiving pits and engineering / manufacturers calculations showing the pull lengths. The contractor shall also provide the terminations of the pipe at the intake and outfall per the project specifications. All work will be performed within the existing easements.

City staff prepared a request for bids. The request was advertised per statutory requirements. Four bids were received as follows:

Apache Underground and Excavation, LLC	$252,800.00
Conco Concrete Specialists, LLC	$329,000.00
Hylan West, Inc.	$342,655.88
R Blume Underground, Inc.	$369,671.48

Staff recommends awarding the construction contract for 12-Inch Slipline Installation, City of Show Low Project No. FM-6824 to Apache Underground and Excavating, LLC in an amount not to exceed $252,800.00.

ATTACHMENTS

None

FISCAL IMPACT

Anticipated cost: $252,800.00
Funding source (account no.): 43-760-180-1620-0000/7602448