

**SHOW LOW CITY COUNCIL**  
**Regular Meeting – Tuesday, April 18, 2023**

**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, April 18, 2023, at 7:00 p.m. 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. Recognition of the Show Low High School Girls' Basketball Team.
  - B. Presentation Regarding Wildfire Mitigation by Arizona Public Service. (Janet Dean, Public Affairs Manager)
  - C. Presentation by Show Low Chamber of Commerce.

7. **CONSENT CALENDAR:**
  - A. Proclamation by the Mayor Proclaiming April 28, 2023, as **Arbor Day** in the City of Show Low.
  - B. Consideration of Minutes of Show Low City Council meetings:
    - (1) Study Session Meeting of April 4, 2023.
    - (2) Regular Meeting of April 4, 2023.
    - (3) Study Session of April 6, 2023.

8. **NEW BUSINESS:**

- A. **PUBLIC HEARING** – Application Submitted by Jeffrey Pavone and Alexander Nicol Pavone for #9, *Liquor Store*, Liquor License on Behalf of Black Jack's for its Location at 480 East Deuce of Clubs, Show Low, Arizona. (Rachael Hall)
- B. Consideration of Application Submitted by Jeffrey Pavone and Alexander Nicol Pavone for #9, *Liquor Store*, Liquor License on Behalf of Black Jack's for its Location at 480 East Deuce of Clubs, Show Low, Arizona. (Rachael Hall)
- C. Consideration of Approval of Five-Year Economic Development Plan for Fiscal Years 2024 to 2028. (Steve North)

9. **SUMMARY OF CURRENT EVENTS:**

- A. Council Members
- B. Mayor
- C. City Manager

10. **SCHEDULING OF MEETINGS:**

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

11. **ADJOURNMENT.**

**SCHEDULED MEETINGS/EVENTS:**

|          |         |                                  |
|----------|---------|----------------------------------|
| 04/18/23 | 7:00 PM | CITY COUNCIL – REGULAR MEETING   |
| 04/25/23 | 7:00 PM | 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.

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Rachael Hall, City Clerk

I, Rachael Hall, do hereby certify that the foregoing notice was posted on Friday, April 14, 2023.



# *Proclamation*

*City of Show Low*  
*Office of the Mayor and City Council*

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this day, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska and is now observed throughout the nation and the world; and

**WHEREAS**, trees reduce the erosion of precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

**WHEREAS**, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community and, further, are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal; and

**WHEREAS**, the City of Show Low has again been recognized as a Tree City USA by The National Arbor Day Foundation and desires to continue its tree-planting practices; and

**WHEREAS**, the City of Show Low commemorated Arbor Day with a tree-planting ceremony, Arbor Day message, and other festivities for the fourth graders at Nikolaus Homestead Elementary School.

**NOW, THEREFORE**, I, John Leech, Jr., Mayor, on behalf of the Show Low City Council, do hereby proclaim Friday, **April 28, 2023**, as

## *♣ Arbor Day ♣*

in the City of Show Low and urge all citizens to support efforts to protect our trees and woodlands and further urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this **18th** day of **April, 2023**.

**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

**MINUTES OF THE STUDY SESSION OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, APRIL 4, 2023, AT 6:30 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA**

1. Call to Order.

Mayor Leech called the meeting to order at 6:33 p.m.

2. Roll Call.

**COUNCIL MEMBERS PRESENT:** Mayor Leech, Vice Mayor Kakavas, Councilman Adams, Councilman Hatch, Councilman Allsop, and Councilman Judd.

**COUNCIL MEMBERS ABSENT:** Councilman Clark.

**STAFF MEMBERS PRESENT:** Morgan Brown, City Manager; Anna Atencio, City Attorney; Brad Provost, Police Chief; Justin Johnson, Deputy City Manager; Cari Bilbie, Accounting Manager; Kathy Clements, Assistant City Clerk; and Rachael Hall, City Clerk.

**GUESTS:** None.

3. Discussion of Draft Recommended Budget for Fiscal Year Ending June 30, 2024.

Mr. Johnson said tonight's study session was to present an overview of the recommended budget, including a synopsis of anticipated revenues and expenditures for fiscal year 2024. He said the next meeting for detailed department budget discussions would be on April 6. If needed, another budget review was scheduled for April 20 and April 27. Staff would present an overview of the tentative budget on May 16, including any changes made to the recommended budget per the Council's direction.

Mr. Johnson said the recommended budget for FY2024 was \$132,859,172. He said the \$25.5 million allocated for the Scott Ranch Road project, the \$6.0 million allocated for the event center, and several projects planned for FY2023 that would not be completed and for which the unused funds would be carried forward into FY2024 were the reason for the budget number. Without these items, the budget would be around \$93,500,000.

Mr. Johnson said the sources of the City's operating revenues consisted of the beginning balance of \$49,429,605, which came from savings from prior years and included reserve funds. Other financing sources of \$9,000,000 came from unanticipated funds (the Council's budget authority). Inter-fund transfers came to \$11,314,648, which moved funds from the General Fund into other funds.

Operating revenues of \$80,184,258 would be collected or earned during the year.

Mr. Johnson said that operating revenues of \$80,184,258 came from local taxes (18.9%); utility fees (19.7%); intergovernmental revenues (grants) (33.9%); state-shared revenues (9.6%); charges for services (7.1%); fines and forfeitures (0.2%); and miscellaneous (10.7%), which included donations, interest earned on investments, late fees, and debt proceeds.

Mr. Johnson said that utility fees came to \$9.67 million (\$5.18 million from water, \$3.19 million from wastewater, and \$1.3 million from sanitation). He reminded Council that the City waived the annual water Consumer Price Index (CPI) adjustment for 2023. He said water and wastewater rates could increase January 1, 2024, to account for inflation. The sanitation rate adjustment would go into effect July 1.

Mayor Leech asked if the City would make up the 2023 waived water Consumer Price Index increase in 2024. Mr. Johnson said no, the City would not make up the waived amount by doubling the increase but would only apply the standard CPI increase.

Mr. Johnson said that local sales tax revenues for FY2024 were estimated at \$14.4 million. Currently, collections were about 9.22% ahead of the same period in FY22 and were projected to be \$19.4 million in FY2023. Staff preferred to estimate conservatively in case of unexpected drops in revenue.

Mr. Johnson said state-shared revenues would be distributed based on the state's 2021 estimate of 12,132 for Show Low's population. The state projected the City would receive \$1,801,501 in sales taxes; \$3,209,144 in income taxes; \$1,102,724 in vehicle license taxes (VLT); and \$2,201,062 in HURF (Highway User Revenue Fund) monies. Again, because of staff's conservative approach, the budget reflected only 95% of the state's estimates, with \$1,711,426 in sales taxes, \$3,048,687 in income taxes, \$1,047,588 in VLT collections, and \$2,091,009 in HURF.

Mr. Johnson said that inter-governmental revenues of \$27.1 million consisted of grant revenue for major crimes apprehension team or MCAT, School Resource Officer (SRO), GIITEM (Gang and Immigration Intelligence Team Enforcement Mission), Qualified Energy Conservation Bond (QECB), Prop 207 Grant Funds, Healthy Forest Initiative, Arizona State Parks, airport grants, library grants, Transit 5311 grant, Scott Ranch Road, and Joe Tank Road. He noted that any new grants the City received would be presented to the Council for approval upon their award.

Mr. Johnson said that congressional funding revenues of \$9.1 million consisted of funds for Woolford Road, Savage Sewer Phase 1, Fawnbrook Realignment, Thornton Low Water Crossing, and Savage Sewer Phase II.

Mr. Johnson said that in terms of expenditures (excluding unanticipated funds and transfers), the City spent its money on personnel (15.17%); capital projects (58.28%); operations (16.73%); reserves (6.93%); contingency and Capital Improvements Program reserves (0.25%); and debt service (2.65%).

Mr. Johnson said personnel costs, including an increase in full-time equivalents (FTE) from 177.9 to 178.7, were estimated at \$18,344,254, including all benefits. This amount was an increase of \$269,976. Contributions to ASRS (Arizona State Retirement System) are up slightly to 12.29%, and the contribution to PSPRS (Public Safety Personnel Retirement System) decreased from 39.74% to 30%. He said the City had been aggressive over the past four to five years with paying the Fund Status; it had improved to 97.8%.

Mr. Johnson said personnel by service area showed Public Safety at 34.30% of the City's employees; Community Services at 14.89%; Utilities at 15.67%; Public Works at 18.47%; General Government at 12.76%; and Planning and Zoning at 3.92%.

Mr. Johnson said capital projects and contingencies totaled \$70.7 million, with \$7,538,115 allocated for General Operations; \$352,500 for Community Services; \$143,000 for Administrative Services; zero for Planning and Zoning; \$2,248,871 for Police; \$38,818,054 for Streets/Engineering; \$99,935 for Public Transportation; \$5,514,207 for Parks/Facilities Maintenance, \$2,723,798 for Airport; \$9,209,880 for Wastewater; \$3,775,811 for Water; and \$300,000 in the Council Contingency budget.

Mr. Johnson said that reserves totaled \$8.4 million, which included three months of operating revenues in reserves in case of an emergency or another economic downturn. The general fund included a \$1.0 million voter-required reserve as part of the permanent base option. He said the water treatment plant reserve increased from \$2,100,000 in FY2023 to \$2,300,000 for FY2024.

Mr. Johnson said total Annual Debt Service included principal and interest payments and did not include Show Low Bluff Community Facilities District. It also included Revenue Tax Obligation 2021 of \$2.1 million and Revenue Tax Obligation Second Series 2021 of \$4.7 million.

Mr. Johnson said General Fund expenditures by service area showed Public Works at 47.62%; Public Safety at 10.2%; Utilities at 19.54%; Community Services at 2.64%; General Government at 18.43%; Debt Service at 1.58%; and Improvement Districts/Show Low Bluff CFD at 0.16%.

Mr. Johnson said General Fund expenditures also were divided by specific departments, which showed Police at 17.1%; Community Services at 3.2%; Manager, Attorney, and Clerk at 1.7%; City Council at .7%; Administrative Services at 3.9%; General Operations at 33.4%; Facilities Maintenance at 7.9%; Aquatic Center at 1.2%; Airport at 6.6%; Debt Service Transfers at 2.7%; Planning and Zoning at 1.3%; Engineering at 1.7%; City Magistrate at 0.2%; and Capital Fund Transfers at 18.4%.

Mr. Johnson said a town hall for public input and a budget study session would be held April 6 and another budget study session, if needed, on April 20 and April 27. Proposed changes to the recommended budget would be presented to the Council on May 16. Tentative budget adoption was scheduled for June 6, with the budget including any adjustments requested by the Council and the majority of carryover funds included. Final budget adoption was scheduled for June 20 (legally required to be done by August), with the secondary property tax levy (for the Street Light Improvement District) planned for July 18.

Councilman Judd asked if there were any updates on the Scott Ranch Road funding. Mr. Johnson said the grant was applied for in March, and staff awaited an update. Staff and the Mayor continued to reach out to Senators Sinema and Kelly about project funding.

Councilman Allsop asked what the \$23.5 million Scott Ranch Road project grant would cover. Mr. Johnson said the grant revenue of \$23.5 million was put in the budget as a placeholder to cover the project's cost. The grant application process required the City to provide \$1.5 million as a contingency amount in case the project ran over budget.

Mr. Johnson thanked staff for their help in preparing a balanced budget.

4. Adjournment.

There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE STUDY SESSION OF THE SHOW LOW CITY COUNCIL OF APRIL 4, 2023, AT 6:53 P.M.**

ATTEST:

APPROVED:

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Rachael Hall, City Clerk

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John Leech, Jr., Mayor

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### CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the **STUDY SESSION** of the City Council of Show Low held on April 4, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(SEAL)

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Rachael Hall, City Clerk

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, APRIL 4, 2023, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA**

1. Call to Order.

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

2. Roll Call.

**COUNCIL MEMBERS PRESENT:** Mayor Leech, Vice Mayor Kakavas, Councilman Adams, Councilman Hatch, Councilman Allsop, and Councilman Judd.

**COUNCIL MEMBERS ABSENT:** Councilman Clark.

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

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

3. Invocation.

Councilman Judd gave the invocation.

4. Pledge of Allegiance.

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

5. **CALL TO THE PUBLIC:**

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

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

6. **CONSENT CALENDAR:**

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

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

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

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

7. **NEW BUSINESS:**

- A. **PUBLIC HEARING** – Application Submitted by Lloyd Harvey and Thin Thai for #6, Bar, Liquor License on Behalf of Bison Golf Club for its

Location at 1 North Bison Preserve Drive, Show Low, Arizona. (Rachael Hall)

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

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

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

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

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

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

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

Ms. Hall said the license would allow the Medieval Mayhem Historical Arts Foundation to sell alcohol during the event. An existing six-foot chain-link fence surrounded Frontier Fields, where the alcohol would be sold and consumed.

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

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

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

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

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

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

Ms. Hall said one entrance/exit gate would be open for participants to enter and leave the area. It would be staffed by security personnel provided by Arizona Rangers to ensure no alcoholic beverages enter or leave the fenced-in premises (marked "Pub Bar" on the map

accompanying the application). When available, the Arizona Rangers would roam the field to provide additional security. The southwest corner of Frontier Fields would house the kids' zone, and no alcohol would be allowed there.

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

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

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

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

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

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

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

Mr. Hemesath said the City's fiscal year 2022 Capital Improvements Plan budget included \$375,000.00 for a roadway improvement project labeled

“East McNeil Central to 8th Street”. The scope of work included reconstructing 2,500 feet of East McNeil. Due to wide discrepancies in the existing asphalt and base thickness, the existing roadway section would be removed to uncover the roadway sub-base. Geogrid stabilization would be installed, and new four-inch asphalt over an eight-inch aggregate base section would be installed. Approximately 600 square feet of new sidewalk, Americans with Disabilities Act ramps, driveways, and new drainage infrastructure would also be replaced along East McNeil near the Nikolaus Homestead School and the City Campus site.

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

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

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

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

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

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

Mr. Hemesath said the City required that new wastewater manholes be backfilled with a type 2 slurry backfill similar to low-strength concrete. The slurry material must be poured into the excavated area around the manhole, allowed to dry, and would provide a strong base for future asphalt replacement. This requirement removed the difficult task of compacting backfill material next to the curved surface of the manhole. Manholes installed prior to 2008 may have been installed without slurry

backfill and likely with aggregate base compacted along the side of the manhole. If the aggregate base material was not compacted correctly, the roadway would begin to settle around the outside of the manhole. The steel cover of the manhole would stick out of the settled hole creating an unsafe condition for the traveling public and snowplows.

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

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

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

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

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

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

Mr. Hemesath said the City's fiscal year 2023 Capital Improvements Plan budget included \$680,000.00 for a waterline improvement project labeled "Fools Hollow Waterline Replacement Phase 1". The scope of work included constructing approximately 6,500 linear feet of new eight-inch C-900 PVC waterline, including fire hydrants, new water services, and

required fittings. The scope of work also included installing any concrete or pavement removed during the work. The work would take place in the Fools Hollow Subdivision along North 22nd Drive, West Willis, West Savage, North 26th Drive, West Sylvester, and North 27th Drive in Show Low, Arizona.

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

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

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

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

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

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

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

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

Mr. Kopp said the City owned buildings and facilities at 28 locations. All these buildings had some type of Heating, Ventilation, and Air Conditioning (HVAC) systems which range from wall heaters to large roof-mounted HVAC units. Six of the City's main buildings were integrated into a Building Automation System, which remotely controlled and monitored these HVAC systems. The City's goal was to streamline the process for scheduled maintenance, replacements, and emergency repairs.

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

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

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

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

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

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

**COUNCILMAN HATCH MOVED TO APPROVE THE LIST OF QUALIFIED CONTRACTORS FOR HEATING, VENTILATION, AND AIR**

**CONDITIONING SERVICES AND TO ENTER INTO JOB ORDER CONTRACTS WITH THE LISTED FIRMS; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND JUDD VOTING IN FAVOR.**

8. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

None.

B. Mayor

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

C. City Manager

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

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

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

9. **SCHEDULING OF MEETINGS:**

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

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

10. **ADJOURNMENT.**

There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL OF APRIL 4, 2023, AT 7:43 P.M.**

ATTEST:

APPROVED:

\_\_\_\_\_  
Rachael Hall, City Clerk

\_\_\_\_\_  
John Leech, Jr., Mayor

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**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the **REGULAR MEETING** of the City Council of Show Low held on April 4, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Rachael Hall, City Clerk

**MINUTES OF THE BUDGET TOWN HALL AND STUDY SESSION OF THE SHOW LOW CITY COUNCIL HELD ON THURSDAY, APRIL 6, 2023, AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA**

1. Call to Order.

Mayor Leech called the meeting to order at 6:00 p.m.

2. Roll Call.

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

**COUNCIL MEMBERS ABSENT:** Vice Mayor Kakavas and Councilman Clark.

**STAFF MEMBERS PRESENT:** Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Brad Provost, Police Chief; 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; Kathy Clements, Assistant City Clerk; and Rachael Hall, City Clerk.

**GUESTS:** John Hannah and Jacque Allen.

3. Invocation.

Councilman Hatch 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, 2024.

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 2024. If needed, another budget review was scheduled for April 20 and April 27. He said staff would present an overview of the tentative budget on May 16, including any changes to the recommended budget per the Council's direction. The final budget would be adopted on June 20 and the City would adopt the secondary property tax levy on July 18.

Mr. Johnson said the recommended budget for FY2024 was \$132,859,172. He said that some projects planned for FY2023 would not be completed, and the unused funds would be carried forward into FY2024.

Budget discussion began with the Magistrate Court budget of \$108,408, a .43% decrease over FY2023. Cost drivers included \$56,500 for a contract with Navajo County for the Court Clerk and continued use of JCEF and other restricted court funds for specific uses within the court, such as travel, training, and eligible expenses. All department expenses were recovered from revenue of \$151,600.

Discussion turned to the Planning and Zoning budget of \$814,309, a 3.11% decrease over FY2023. This department had seven Full Time Equivalents (FTEs) and seven Planning and Zoning Commission members (not included as FTEs), with 93.07% of the total budget for salaries and related expenses; 41.19% of expenses were recovered from revenue of \$335,400. One of the reasons for the decrease was that no vehicles were budgeted in the 2024 budget.

Discussion turned to the City Attorney budget of \$329,910, a 20.08% decrease from FY2023, with 81.18% of the budget used for salaries and related expenses. The decrease was due to moving a .5 FTE to the City Clerks budget and the Communications Manager's salary to the Public Information budget.

Mayor Leech asked if we still had the part-time staff under the City Attorney. Mr. Johnson said the half-time position under the City Attorney was moved to the City Clerk's department.

Discussion moved to the Community Services Department, Administration Division, with a budget of \$404,838, a 4.93% decrease over FY2023. There were 2.5 FTEs, with 78.78% of the budget for salaries and employee-related expenses.

Mayor Leech asked if there were enough staff to cover all the necessary grant research and writing. Mr. Johnson said yes, the City would have 1.5 FTEs dedicated to grant writing, while last year, the City only had three-quarters of an FTE dedicated to grant writing. He said staff would continue to monitor the situation, and a recommendation would be brought to the Council if changes were needed.

Discussion turned to the Library budget of \$708,443, a 13.37% increase over FY2023. This division had 8.5 FTEs, with 75.23% of the budget for salaries and related expenses. Cost drivers included two part-time positions converted to one full-time position, the addition of two part-time positions during the summer, and \$30,000 for small equipment/capital to replace 16 computers and a public printer.

Discussion moved to the Recreation budget of \$583,453, a 16.5% increase over FY2023. This division had 6.8 FTEs, which included three full-time employees

and the addition of one part-time employee, with 56.17% of the budget for salaries and related expenses. Besides salaries, the most significant cost driver was a \$50,000 capital expense for a new fleet vehicle. Direct revenue was estimated at \$143,000, and 24.51% of expenses would be recovered through revenue.

Councilman Allsop asked if the three FTEs were the staff at the Aquatic Center. Mr. Johnson said yes, the three FTEs were the staff who officed out of the Aquatic Center.

Discussion turned to the Aquatics budget of \$764,314, a 20.54% increase from the FY2023 budget. There were 8.5 FTEs, which included one full-time employee, with 56.17% of the budget for salaries and related expenses. There were direct revenues from fees, estimated at \$94,800, 12.4% of the budget. The budget increase accounted for the state-mandated minimum wage increase, the purchase of a tuff shed for concession sales, \$8,000; an ADA bathroom on the pool deck, \$39,000; shower replacements in the locker rooms, \$30,000; and a new pool pump, \$15,000.

Mayor Leech asked where the subsidies for the pool were accounted for in the budget. Mr. Johnson said the subsidies were listed as a revenue line item in the General Fund.

Discussion turned to the Public Information budget of \$337,268, a 44.91% increase from FY2023. The Communications Manager's salary was moved from the City Attorney budget to the Public Information budget and accounted for most of the increase. Major cost drivers included personnel costs at 82.46% of the budget as well as \$10,510 for TV replacements, cameras and camera accessories, and \$17,500 for Tricaster replacement.

Discussion moved to the Police Department. The overall budget of \$10,838,660 was a 7.91% decrease from FY2023. In FY2023, \$1.0 million was programmed for a payment to the Public Safety Personnel Retirement System (PSPRS) to go towards the deficit. In FY2024, there would be no additional PSPRS payments for unfunded liability. When adjusted for the City's one-time PSPRS payment, the budget increased by .64%. The department had 61.3 FTEs, a decrease from 63.3 FTEs in FY2023. There was a decrease of two FTEs in Communications, a decrease of one FTE for an officer, and an increase of one FTE for a Records Custodian. There were 34 sworn positions and 69.6% of the budget was spent on personnel costs for five divisions; 12.07% of expenses were recovered through revenue.

Councilman Judd asked if the police department was fully staffed. Chief Provost said, yes, the department was now fully staffed.

Councilman Allsop asked if the City would continue putting \$1.0 million into PSPRS annually. Mr. Johnson said no; this year, staff recommended not paying an additional \$1.0 million to the PSPRS. The City would be almost 100% funded without making additional supplemental payments.

Councilman Allsop asked how the City of Show Low compared to other municipalities regarding funding their PSPRS. Mr. Johnson said the City was probably in the upper 10% of the state.

Mr. Johnson said the Operations budget was \$8,370,290, a 10.21% decrease over FY2023 or a .59% increase when adjusted for the additional PSPRS payment. The main cost driver was 68.94% for personnel costs, including adding one FTE for a Records Custodian. Operation budget of \$715,988 included \$62,300 for laptops, body cameras, and radars; \$20,000 for bulletproof vests and vest carriers; \$126,000 for fuels and lubricants; \$59,088 for rental and maintenance contracts; \$46,000 for repairs and maintenance; and \$7,100 for telephone expenses.

Mr. Johnson said that regarding the telephone expense, officers would be given an option to opt-in for a work cell phone from First Net, which gave public safety personnel first priority in the event of an emergency. Also, if an officer had to turn their phone over as part of an investigation, they would only need to provide their work phone rather than their personal one.

Chief Provost said the phones could be purchased from First Net for about ninety-nine cents, and the network was on a different bandwidth for public safety personnel only that was subsidized by the federal government. Officers could also use the digital camera on these phones, and the City would no longer need to provide cameras to the patrol officers.

Mayor Leech stated that Council members were concerned about school safety and asked what was being done to get more police presence at the schools.

Chief Provost said staff was working on the issue of increasing school safety. The Arizona Department of Education had \$50 million in grant funding for School Resources Officers (SRO). Staff had requested two SROs and would be applying for a third. Staff was applying for an additional grant that provided overtime funding for off-duty and reserve officers to provide supplemental coverage at schools.

Chief Provost said the City was equipping officers with entry tools in the event schools were barricaded and providing all officers with helmets. He said the Show Low Police Department was continually looking at shooting events around the country, debriefing them, and looking for gaps in the department.

Mr. Brown said staff recently met with the Show Low School Board Superintendent and discussed the direction the Show Low Police Department was moving, and he was on board with the plans.

Mayor Leech asked if any school shooter training was planned. Chief Provost said that Blue Ridge just completed a multi-discipline training, and the Show Low Police Department had some tabletop exercises planned with fire agencies and other law enforcement and were collaborating with the schools.

Chief Provost said camera systems were being upgraded in the schools, and in August, a system called MutuaLink would go live in the schools. Through MutuaLink, school employees would have access to an app on their phones that would allow them to send out a call for help directly to law enforcement. Law enforcement could communicate directly with the school and access video feeds through the app.

Mr. Johnson discussed the Capital expenditures of \$1,883,566, which included \$1,000,000 for the dispatch move/remodel project; \$35,000 for IT upgrades for software and hardware; \$150,000 for shooting range improvements; \$50,000 for remodeling of evidence building; \$125,000 for high-density storage; \$50,000 for six shared cubicles and workstations for Investigations; and \$473,566 to purchase vehicles.

Councilman Allsop asked if the City was still trying to rotate police vehicles every three years. Chief Provost said yes, staff typically tried to replace four to six vehicles as part of the rotation.

Discussion turned to the Investigations budget of \$63,250, a 62.18% increase from FY2023. All personnel costs were included in the Operations budget. The main cost drivers included contractual services for 3D Mapping Software, \$8,700; Nighthawk Cloud, \$7,800; Search Warrant Builder, \$5,000; \$3,600 for a truck-mounted LED light system; and \$2,900 for a three-shelf high walking platform.

Discussion turned to the Administration budget of \$80,150, a 4.54% increase from FY2023. All personnel costs were included in the Operations budget. The major cost drivers included travel and training for staff, \$22,000, and professional consulting services, \$7,000.

Discussion turned to the Communications budget of \$2,121,919, a .92% decrease over FY2023. There were 18.3 FTEs, down from 20.3 FTEs in FY2023. The major cost drivers were personnel costs, 75.42% of the budget, \$32,000 for small equipment/capital, and \$91,188 for rental and maintenance contracts. Dispatching revenue was estimated at \$906,661.

Councilman Allsop asked if the City had enough staff to manage the additional calls if the City were to take on other municipality's dispatch calls. Chief Provost said yes, staff should be able to manage additional traffic.

Discussion turned to the Animal Control budget of \$203,051, a 6.35% increase from FY2023. There were 2.0 FTEs, with significant cost drivers being personnel costs at 84.73% of the budget.

Discussion turned to the Public Works Department. Mr. Johnson said the first division was the Airport budget of \$4,217,112, a 5.49% decrease over FY2023 or a 4.15% decrease when adjusted for capital projects. There were 5.5 FTEs. The main cost drivers included fuel for resale (with offsetting revenues), 78.04% of Operating Expenditures recovered through Operating Revenues, and capital projects not covered by grants. The budget included non-grant capital expenditures of \$831,783, including \$31,783 for an Aviation Weather Observation System; \$800,000 in offsetting revenue for a large hangar and taxiway expansion; \$25,000 for AFFF Testing Equipment; \$11,000 for gate motor; and \$10,000 for a striper machine. The airport received \$1,056,000 in federal grants and \$714,000 in state grants for projects.

Mayor Leech asked if there were any projects the Airport Advisory Committee had proposed that the Council needed to know about. Mr. Kopp said no; every time staff met with the Airport Advisory Committee, they raised a question about future projects. He said the Advisory Committee had asked for a perimeter road around the fence, but it was impossible to install one due to the terrain. The Advisory Committee had also requested the gate motor, which was in the budget.

Mr. Johnson said the airport was closely tied to state aeronautics and the Federal Aviation Administration and that many big projects were included in the City's five-year plan and were heavily grant funded.

Discussion moved to the Engineering budget of \$1,092,222, an 8.09% increase over FY2023. There were 7.5 FTEs, with 84.6% of the budget for salaries and related expenses. The budget's increase was due to capital expenditures for GIS server replacement, \$17,000; drone replacement, \$44,000; new fleet vehicle, \$40,000; and adding one FTE.

Discussion moved to the Parks and Facilities Maintenance budget of \$4,901,713, a 49.37% increase over FY2023. When adjusted for capital purchases, the increase would be 16.59%. The cost drivers included \$325,000 for repair and maintenance costs; \$28,500 for small equipment/capital, and \$1,171,263 capital project carryover from 2023. There was one additional FTE added for a department total of 9.0 FTEs. Capital expenses for FY2024 totaled \$3,247,264, including \$196,965 for City park streets and trails makeover; \$36,090 for security upgrades to City Hall; \$130,000 for City Campus Master Plan Improvements—roof replacement; \$25,000 for Museum Frontage Improvements; \$20,000 for a

ramada at Show Low Lake; \$20,000 for a ramada at Show Low City Park; \$125,000 for Aquatic Center window repairs; \$70,000 for power upgrades at Show Low Lake Campground; \$65,000 for Rainbird smart controllers; \$80,000 for Nikolaus Park bridge; \$10,000 for basketball backstops and scoreboard at City gym; \$252,874 for Reidhead house restoration; \$12,000 Safety Ladder for City Hall; \$23,000 for windscreens for pickleball courts; \$125,000 to replace the roof at City Hall, \$100,000 for dog park, \$150,000 for the McCarty Park Restroom; \$475,000 for the City Campus Master Plan Phase III; \$250,000 for Nikolaus Park Phase III, \$76,000 for new sand filters for the Aquatic Center; \$325,000 for Tim McKay Park Phase 1; \$300,000 for Show Low Lake Spillway Restroom/Utilities; \$225,224 for three trucks with plows, and \$155,000 for Toro mower replacement and mini track loader.

Councilman Allsop asked where the cost for Parks and Maintenance part-time employees was listed in the budget. Mr. Johnson said part-time employee costs were listed under a separate line item called part-time/contractual. There was about \$150,000 listed there. The temporary, part-time employee line item had increased from \$75,000 to \$150,000 over the past few years.

Councilman Allsop asked if the part-time summer employees continue to work throughout the summer. Mr. Austin said there was a lot of staff turnover with the temporary, part-time summer staff.

Mr. Allsop asked if the City was wasting time and money hiring and training part-time seasonal staff that do not stick around. Mr. Kopp said hiring seasonal part-time employees allowed the City to try out employees before offering them full-time positions. A good employee was offered a full-time position when one became available.

Mr. Allsop asked how many part-time employees were hired in the summer. Mr. Austin said the Parks and Maintenance department hired four to six temporary part-time employees in the summer.

Councilman Allsop asked, since the City added so many projects over the past 13 years without increasing full-time Parks and Maintenance staff if it made sense to add more full-time staff instead of relying on temporary, part-time employees. Mr. Brown said staff would investigate adding more full-time staff to the Parks and Maintenance staff. One of the issues that would need to be addressed if the City hired a full-time employee in the summer is what would happen to that employee in the winter when work slowed down.

Discussion turned to the Streets/HURF (Highway User Revenue Fund) budget of \$40,504,739, a 270.19% increase from FY2023 or a 37.06% increase when adjusted for capital. There were 11.0 FTEs. There was a General Fund subsidy of \$5,285,038. The major cost drivers included \$250,000 for drainage/ditch,

\$100,000 for right-of-way maintenance, and \$25.5 million for the Scott Ranch Road project.

Mayor Leech asked if the ditch and right-of-way maintenance costs were a one-time or one-year expense. Mr. Johnson said the ditch and right-of-way maintenance costs were for one year but could be added to future budgets until the City caught up on the maintenance.

Mayor Leech asked if these projects would go out to bid. Mr. Johnson said yes, the ditch and right-of-way projects would be put out to bid. The Public Works department would put together a scope of work and a request for a proposal for the work that needed to be completed.

Mr. Johnson said there were several capital project expenditures totaling \$8,813,415, including \$500,000 for the annual slurry seal program; \$25,000,000 for Scott Ranch Road; \$500,000 for general improvements; \$550,921 for Hall Street and 11th Street box culvert; \$467,159 for East Owens/Central Avenue to 2nd Street extension; \$500,000 to lower powerlines; \$60,000 for downtown parking on East Cooley; \$35,700 for 14th loop; \$500,000 for Joe Tank Road improvements; \$75,000 for lower shop remodel; \$455,000 for Nikolaus subdivision; \$430,000 for McNeil Acres; \$50,000 for Woolford and White Mountain Road reconstruction design; \$80,000 for City Park street lights; \$2,500,000 for Woolford reconstruction; \$465,000 for West Owens and 30th Avenue; \$531,000 for North 22nd Avenue and Kartchner; \$443,000 for Old Linden Road from DOC to Central; \$1,913,735 for Fawnbrook/White Mountain Vacation Village realignment; \$2,870,320 for Thornton low water crossing; 60,000 for Huning pedestrian lights; \$150,819 to purchase two service truck with plow; \$15,000 for a hydraulic angle boom; \$10,000 for a brush cutter; \$12,500 for mower for Challenger tractor; \$70,000 for ice detectors; \$285,000 for 926 loader; and \$186,900 for crane truck (split with Water). Capital grant funds of \$30,047,513 for the following projects included \$1,269,000 for Woolford Road reconstruction; \$1,804,652 for Fawnbrook realignment; \$2,706,711 for Thornton Low Water Crossing; and \$24,267,150 for Scott Ranch Road.

Councilman Allsop asked if the City was putting an additional \$500,000 into the Joe Tank Road improvements to finish the improvements after Gary Martinson completed the work he was supposed to do on Joe Tank Road. Mr. Johnson said it was initially thought the City had to pay the entire amount for the Joe Tank Road Improvements. However, grant funds were received, so the City only had to pay a match. The Arizona Department of Transportation (ADOT) would run the project, and the City would pay ADOT \$500,000.

Mr. Hemesath said Mr. Martinson put up a bond in the event the grant funds did not come through. However, the grant came through, so the City would pay for the match for the Joe Tank Road roadwork from the highway to the trailhead.

Councilman Allsop asked when the Council approved the subdivision, he thought Mr. Martinson was supposed to improve Joe Tank Road to a certain point. Mr. Kopp said the bond posted by Mr. Martinson for the improvements was contingent upon federal funding. Since the grant funds came through Mr. Martinson would no longer be doing the road improvements.

Discussion turned to the Water Services fund of \$7,729,914, a 27.07% decrease over FY2023 or a 0.69% increase when adjusted for capital. There were 15.0 FTEs, a reduction of one FTE, which was moved to Wastewater. Rate revenue was estimated at \$4,514,084, with a \$2.3 million reserve for a future water treatment plant and \$1,168,999 for three months in operating reserve.

Mr. Johnson said water services capital projects costs of \$4,085,518, a 41.47% decrease from FY2023, and included \$91,253 for Jacques Dam at Show Low Lake study; \$250,000 for water storage tank maintenance; \$70,000 for new Well Design; \$503,331 for Park Valley/Fools Hollow AC replacement phase 1; \$180,375 for 300 K tank site improvements; \$507,500 for Fawnbrook phase 1; \$149,100 for Parkview subdivision replacement; \$400,000 for general improvements; \$277,000 City Park AC replacement; \$293,000 Show Low Bluff well development; \$65,000 for fencing around Public Works; \$270,000 12" HDPE pipe for Show Low Lake; \$58,676 to purchase a four-wheel drive service truck; \$58,676 to purchase a four-wheel drive service truck with plow; \$345,000 to purchase a 10-wheel dump truck; \$70,000 to purchase a four-wheel drive vehicle; and \$186,900 to purchase a crane truck (split with Streets). Budgeted grant revenue included \$900,000 for installing a 1.0 million gallon water storage tank and \$118,813 for backup generators. Mr. Johnson said there was a \$35,000 revenue projection for capacity fees and \$1,502,381 fund balance for future capacity projects.

Councilman Allsop asked if the City had budgeted for the cost to build or only the design costs for the Show Low Lake water treatment plant. Mr. Johnson said the budget did not include funds for building the water treatment plant. The City had multiple items to consider before building the Show Low Lake water treatment plant. Staff was waiting for the water system analysis study from PACE. Once that report was received, staff would be better informed to decide how to proceed. Also, staff was looking into drilling additional wells, and the City needed to finalize the water rights at Show Low Lake.

Mr. Kopp said staff looked closely at the wells the City received with the purchase of three water companies. A few of the wells were not in use at the time of purchase, and staff discovered some wells with good water production.

Discussion turned to the Wastewater fund of \$12,432,271, a 40.98% increase from FY2023 or a 6.68% increase when adjusted for capital. There were 13.0 FTEs, an increase of one FTE, moved from Water. Rate revenue was estimated at \$3,121,278. Capital expenditures of \$9,209,880 included \$320,000 for the

manhole replacement program; \$15,000 for the Show Low South land exchange; \$500,000 for Camptown mainline realignment; \$1,900,000 for Savage sewer line replacement phase 1; \$250,000 for an automatic screen rake for the headworks building; \$741,380 for 6th and 5th Place sewer replacement; \$477,000 for 6th Street sewer trunkline improvements; \$30,000 for the Bluff lift station; \$23,000 for Auto Mall lift station; \$15,000 for Graceland shed; \$250,000 for general improvements; \$200,000 for the Wastewater Master Plan; \$60,000 for fence removal and realignment at the wastewater treatment plant; \$3,165,000 for the Savage sewer line replacement phase II project; \$100,000 for backup generators; \$250,000 for the headworks building; \$250,000 for the automatic screen rake Fools Hollow; \$103,500 for replacement pumps for lift stations; \$60,000 to purchase a four-wheel drive vehicle with plow; \$70,000 to purchase a four-wheel drive vehicle with crane and plow; \$60,000 to purchase a four-wheel drive vehicle with plow; \$18,000 for crane for Unit 1246; \$215,000 for a backhoe; \$12,000 for Kuster unit replacement touch screen; \$10,000 for an effluent sampler; \$12,000 for an influent sampler; \$18,000 for an activator gear box and plug valve; and \$85,000 to purchase a four-wheel drive vehicle with plow.

Mr. Johnson said that for Wastewater Capacity/Impact Fees, staff anticipated \$150,000 in revenue from fees and a fund balance of \$675,597 for future projects, including \$352,800 to be used for the Savage sewer line replacement project and \$357,750 to be used for the West Stock SR260 reconstruction project and \$1,804,050 in capacity fees used for Savage Sewer Phase II.

Discussion turned to the Debt Service Fund of \$1,707,306, a .29% decrease from FY2023. The General Fund subsidy (transfer) would contribute \$1,397,395. Most City debt had interest rates at or just under 3.0%. None of the debt was available for prepayment. There were only two more payments left on the water treatment plant debt. The City's debt should be paid off by 2031 if no additional debt was incurred.

Discussion moved to the Self-Insurance Fund (for medical and dental insurance) of \$2,106,000, the same as FY2023. The self-insurance fund was fully funded and in good shape. The major cost drivers were insurance premiums and wellness programs.

Discussion moved to the Cemetery budget of \$115,000, the same as FY2023. The major cost drivers were \$70,000 for a cemetery expansion project, \$20,000 for signage (carried over from FY2023), and \$10,000 for cemetery markers (carried over from FY2023). Direct revenues were estimated at \$45,100 with a maintenance reserve fund of \$325,000, which had built up over the last few years.

Mayor Leech asked what the status of the signage was at the Cemetery. Mr. Brown said the signage was delayed because the overhead power lines needed to be moved before the signage could be installed.

Mayor Leech asked if the City had received updated bids on the Cemetery signage and if \$20,000 was realistic. Mr. Johnson said staff would get an update on the signage cost and bring it to the May budget meeting.

Discussion moved to the Sanitation budget of \$1,354,015, a 3.48% increase over FY2023. Rate revenue was estimated at \$1,312,919 from approximately 6,071 refuse customers. The Consumer Price Index (CPI) allowed for an adjustment in monthly fees from Waste Management, which would go into effect on July 1 of each year. As of April 6, the City was still waiting for Waste Management to determine the monthly CPI and fuel increase. Staff would have updated numbers and a recommendation at the meeting on May 16.

Mayor Leech asked about the contract with Waste Management. Mr. Johnson said the Waste Management contract was in effect until June 2024. Mr. Johnson said that staff wanted to get more companies at the prebid meeting when the contract went out to bid. Mr. Brown said there was competition last time the sanitation contract went out to bid, and the City received excellent rates from Waste Management. The rates the City was paying today were the same rates the City had ten years ago.

Discussion moved to the Show Low Bluff Community Facilities District (CFD), a legally separate unit of government with its own budget. The CFD included two funds, one for the special assessment bond and the other for the general obligation bond/operations.

Mr. Johnson said the special assessment bond was issued in 2007 for \$2,014,000. Assessment billings were sent by the City to all property owners in the CFD in June (for principal and interest) and December (for interest only). The FY2024 budget was \$169,780, with an annual debt service payment of \$151,980 covering 227 parcels (of which Show Low Bluff Development owned 136 parcels, 60% of all parcels). The general obligation bond was paid off in FY2019, so there was no tax assessment on those properties.

Discussion turned to the Street Light Improvement District budget of \$210,000, a district that covered the entire City to pay for utility costs for streetlights and park lights (it could not be used for maintenance). The maximum allowable tax rate was \$1.20 per \$100 of assessed valuation per state law. With increased valuations, staff recommended no rate increase for the sixth year in a row, keeping it at \$0.1401 per \$100 of assessed valuation. This equated to about \$17.86 annually for a home valued at \$150,000. The Street Light District was budgeted to be subsidized by \$15,000 from the General Fund if needed.

Discussion moved to the Projects Fund (for capital projects and grants) of \$11,708,605, with \$9.0 million in unanticipated revenues and expenditures. This fund included a General Fund subsidy of \$450,524 for a range of capital projects,

including \$738,115 for General Operation; \$30,000 for the Court; \$60,000 for the Library; \$1,423,693 for Parks/Facilities Maintenance; and \$456,527 for Community Services. The Council must approve any unanticipated expenses.

Discussion moved to the Administrative Services department, which included Human Resources, Information Systems, Finance, and Public Transportation. The Human Resources budget of \$447,969 was an 8.02% increase over FY2023. The department had three FTEs, 78.33% for salaries and related expenses. The budget increases were attributed to the increased cost of professional and consulting services for Rapid Learning, miscellaneous leadership training, and increased employee benefits and safety costs.

Discussion turned to the Information Services budget of \$750,677, a 37.69% increase over FY2023. This division had two FTEs, with 31.63% of the budget for salaries and related expenses. Other cost drivers included \$97,700 for small equipment/capital; \$49,000 to run conduit from City Hall to the old police building; \$23,000 for file server replacement; and \$70,000 for Barracuda spam/internet filter.

Mayor Leech asked what running the conduit from City Hall to the old police building involved. Mr. Johnson said the City would run fiber optic cable between the buildings, increasing speed and efficiency for daily tasks and data backup. Mr. Brown said the conduit would also enable the City to have Wi-Fi connectivity at the City Campus Gym.

Discussion moved to the Administrative Services/Finance budget of \$1,267,206, a 9.95% increase over FY2023. This department had eight FTEs, with 66.37% of the budget for salaries and related expenses. Other cost drivers included \$8,000 to replace office furniture, \$6,500 to replace the reception desk and \$50,000 for a new fleet vehicle.

Discussion turned to the Public Transportation budget of \$1,131,358, an 8.46% increase from the FY2023 budget. The major cost drivers included contractual services with MV Transit and \$99,935 for bus shelter replacements. The system included the Four Seasons Connection and the White Mountain Connection, with Show Low contributing \$145,293, supplemented by federal grants of \$706,069 and partner funding of \$250,189.

Discussion then moved to the various budgets listed under Administration. The first was the City Council budget of \$434,392, a 2.3 % increase over FY2023 due to the restoration of contingency reserves. The FY2024 budget included \$300,000 in the Council Contingency line item, which was 69.06% of this budget.

Discussion moved to the City Manager budget of \$535,359, an 8.0% decrease from FY2023, with 85.82% of the budget used for salaries and related expenses.

The decreased budget resulted from personnel change due to retirement and a reduction in event sponsorship/tourism.

Discussion turned to the City Clerk budget of \$222,762, a 19.97% decrease over FY2023. This division moved the Deputy City Clerk FTE to the City Attorney budget; 71.05% was used for salaries and related expenses. The budget also included \$17,100 for professional and consulting services for new agenda management software and election expenses estimated at \$19,500, a decrease from \$39,000 in FY2023 due to election cycles.

Discussion moved to the General Operations budget of \$21,213,619, a 15.09% increase from the FY2023 budget. This budget included \$7,139,757 for inter-fund transfers; \$475,000 for general liability insurance; \$372,793 in organizational support/community promotions; \$3,676,817 for American Rescue Plan Act (ARPA) funds; \$788,067 for AZ Cares funds; \$6,000,000 for event/community center; and \$363,732 for other contractual services.

Discussion turned to funding requests for community promotions and organizational support. Mr. Johnson said in community promotions, the budget included \$6,500 for miscellaneous requests, \$4,500 for Deuce's Wild Rodeo, \$2,500 for White Mountain SAFE House, \$1,500 for Summit Healthcare to support its annual fundraising gala, \$1,000 for Darrin Reed Scholarship, \$10,000 for Community Fast, \$10,000 for RE:Center (Mothers in AZ Moving Ahead), \$4,000 for Fishers of Men for Veterans, \$2,500 for Show Low Film Festival, \$2,000 for White Mountain Symphony, and \$3,000 for Show Low High School Grad Night, \$2,500 for the Salvation Army, \$12,000 for the Arizona Alpine Trail, and \$2,500 for the Living Hope Center for a total of \$64,500.

Mr. Johnson said in organizational support, the FY2023 budget showed \$5,000 for REAL AZ Corridor, \$5,000 for White Mountain Community Garden, \$38,000 for Show Low Historical Society, \$20,000 for Show Low Main Street, \$50,000 for White Mountain Meals on Wheels (which also managed the City's Senior Center), \$146,293 for Four Season Connection (the City's match for the transit system), and \$44,000 for the Show Low Chamber of Commerce for a total of \$308,293.

Mr. Brown said the Alpine Trail goes from Payson to Alpine. The organization was working with the Forest Service and surrounding communities to fully develop the trail.

Mayor Leech asked if the rodeo requested community funds even though there would not be a rodeo this year. Mr. Johnson said the committee received a request for funds from the rodeo, and while the committee was aware there might not be a rodeo this year, they decided to set the funds aside for them in case there was a change in plans.

Councilman Judd asked where the pickleball court funding was coming from. Mr. Johnson said the pickleball court funding was allocated from federal funds but was going through the state. The federal funds would be awarded in October if the grant was approved.

Mr. Johnson said an overview of the tentative budget with changes to the recommended budget was scheduled for May 16. He said the adoption of the tentative budget was scheduled for June 6, and the final budget would be adopted at the June 20 meeting. The secondary property tax levy would be adopted at the July 18 meeting.

6. Adjournment.

There being no further discussion, **MAYOR LEECH ADJOURNED THE BUDGET TOWN HALL AND STUDY SESSION OF THE SHOW LOW CITY COUNCIL OF APRIL 6, 2023, AT 7:50 P.M.**

ATTEST:

APPROVED:

\_\_\_\_\_  
Rachael Hall, City Clerk

\_\_\_\_\_  
John Leech, Jr., Mayor

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**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 6, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Rachael Hall, City Clerk

## CITY OF SHOW LOW STAFF SUMMARY REPORT

**AGENDA TITLE:** **PUBLIC HEARING** and Consideration of Application Submitted by Jeffrey Pavone and Alexander Nicol Pavone for #9, *Liquor Store*, Liquor License on Behalf of Black Jack's for its Location at 480 East Deuce of Clubs, Show Low, Arizona (Rachael Hall)

### RECOMMENDATION

I **MOVE** to recommend **approval** to the State Liquor Board of the application submitted by Jeffrey Pavone and Alexander Nicol Pavone for #9, *Liquor Store*, Liquor License on Behalf of Black Jack's for its Location at 480 East Deuce of Clubs, Show Low, Arizona.

OR

I **MOVE** to recommend **denial** to the State Liquor Board of the application submitted by Jeffrey Pavone and Alexander Nicol Pavone for 480 East Deuce of Clubs, Liquor License on Behalf of Black Jack's for its Location at 480 East Deuce of Clubs, Show Low, Arizona (and **stating the reasons for denial**).

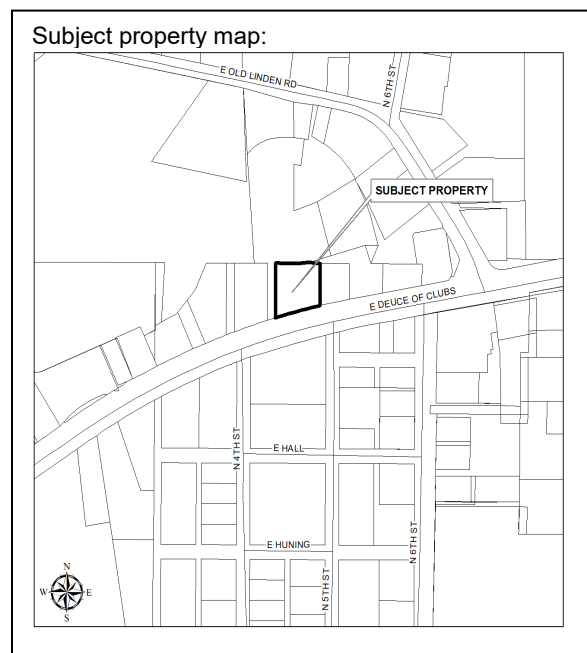
### BACKGROUND

Jeffrey Pavone and Alexander Nicol Pavone, representing Black Jack's, submitted a "location/owner transfer" application for a #9, *Liquor Store*, Liquor License for its location at 480 East Deuce of Clubs. The request is to transfer the #9, Liquor Store, Liquor License currently held by Taylors Five LLC of Holbrook Chevron, located at 950 Navajo Boulevard, Holbrook, Arizona.

The property has been posted as required by state law, and no public input has been received.

The Show Low Police Department conducted background checks on the applicants and found nothing amiss. The Department of Liquor Licenses and Control conducts its own internal investigations and background checks. Based on the investigator's findings and the recommendation of the City Council, the State Liquor Board will decide whether to approve or deny the application. Note that if the City Council chooses to recommend **denial** of the application, **the motion must state the reasons for denial**.

Attachments:  
Application



**State of Arizona**  
**Department of Liquor Licenses and Control**

Created 03/15/2023 @ 02:56:37 PM

**Local Governing Body Report**

**LICENSE**

|                      |                                                                     |                  |                  |
|----------------------|---------------------------------------------------------------------|------------------|------------------|
| Number:              | 09090040                                                            | Type:            | 009 LIQUOR STORE |
| Name:                | BLACK JACK'S                                                        |                  |                  |
| State:               | Pending                                                             |                  |                  |
| Issue Date:          |                                                                     | Expiration Date: | 05/31/2023       |
| Original Issue Date: | 09/26/1984                                                          |                  |                  |
| Location:            | 480 E DEUCE OF CLUBS<br>SHOW LOW, AZ 85901<br>USA                   |                  |                  |
| Mailing Address:     | 9590 E IRONWOOD SQUARE DRIVE<br>#215<br>SCOTTSDALE, AZ 85258<br>USA |                  |                  |
| Phone:               | (928)537-4667                                                       |                  |                  |
| Alt. Phone:          | (602)757-1514                                                       |                  |                  |
| Email:               | JEFF@COMMERCIALPLUSGROUP.COM                                        |                  |                  |

Currently, this license has pending applications.

**AGENT**

|                         |                                                                     |
|-------------------------|---------------------------------------------------------------------|
| Name:                   | JEFFREY PAVONE                                                      |
| Gender:                 | Male                                                                |
| Correspondence Address: | 9590 E IRONWOOD SQUARE DRIVE<br>#215<br>SCOTTSDALE, AZ 85258<br>USA |
| Phone:                  | (602)757-1514                                                       |
| Alt. Phone:             |                                                                     |
| Email:                  | JEFF@COMMERCIALPLUS.COM                                             |

**OWNER**

Name: DEUCE OF CLUBS PROPERTIES LLC  
Contact Name: JEFFREY PAVONE  
Type: LIMITED LIABILITY COMPANY  
AZ CC File Number: 23058918 State of Incorporation: AZ  
Incorporation Date: 02/11/2020  
Correspondence Address: 9590 E IRONWOOD SQUARE DRIVE  
#215  
SCOTTSDALE, AZ 85258  
USA  
Phone: (602)757-1514  
Alt. Phone:  
Email: JEFF@COMMERCIALPLUSGROUP.COM

**Officers / Stockholders**

| Name:                               | Title:          | % Interest: |
|-------------------------------------|-----------------|-------------|
| ALEXANDER NICOL PAVONE              | MEMBER          | 50.00       |
| JEFFREY PAVONE & SUSAN PAVONE TRUST | Managing/Member | 50.00       |

**JEFFREY PAVONE & SUSAN PAVONE TRUST -  
Trustee**

Name: JEFFREY PAVONE  
Gender: Male  
Correspondence Address: 9590 E IRONWOOD SQUARE DRIVE  
#215  
SCOTTSDALE, AZ 85258  
USA  
Phone: (602)757-1514  
Alt. Phone:  
Email: JEFF@COMMERCIALPLUS.COM

**DEUCE OF CLUBS PROPERTIES LLC - MEMBER**

Name: ALEXANDER NICOL PAVONE  
Gender: Male  
Correspondence Address: 9590 E IRONWOOD SQUARE DRIVE  
#215  
SCOTTSDALE, AZ 85258  
USA  
Phone: (480)622-0050  
Alt. Phone:  
Email: ALEX@COMMERCIALPLUS.COM

**DEUCE OF CLUBS PROPERTIES LLC -  
Managing/Member**

Name: JEFFREY PAVONE & SUSAN PAVONE TRUST  
Contact Name: JEFFREY PAVONE  
Type: TRUST  
AZ CC File Number: State of Incorporation:  
~~Incorporation Date:~~  
Correspondence Address: 9590 E IRONWOOD SQUARE DRIVE  
#215  
SCOTTSDALE, AZ 85258  
USA  
Phone: (602)757-1514  
Alt. Phone:  
Email: JEFF@COMMERCIALPLUS.COM

## APPLICATION INFORMATION

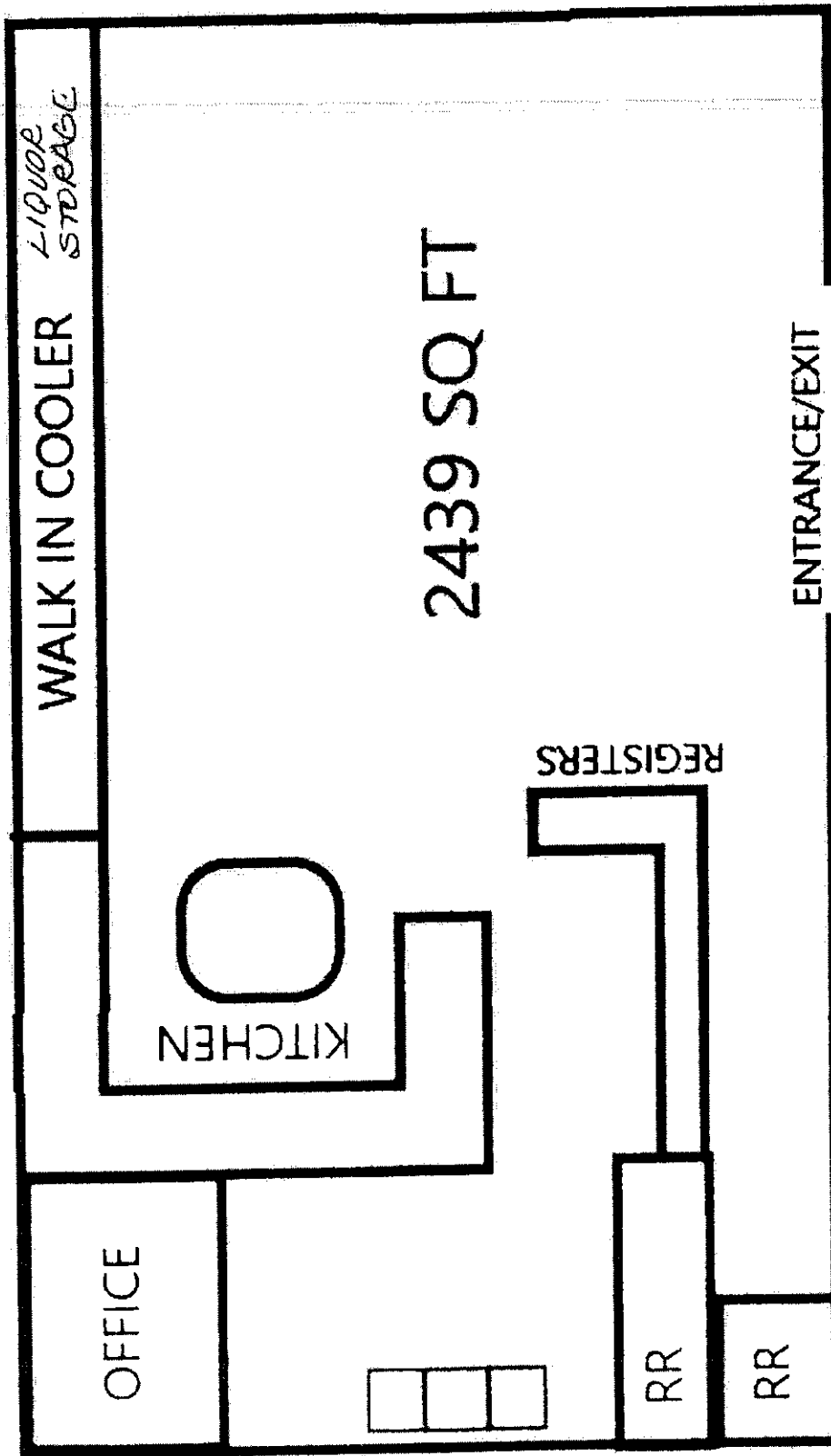
Application Number: 236499  
Application Type: Location / Owner Transfer  
Created Date: 03/09/2023

## QUESTIONS & ANSWERS

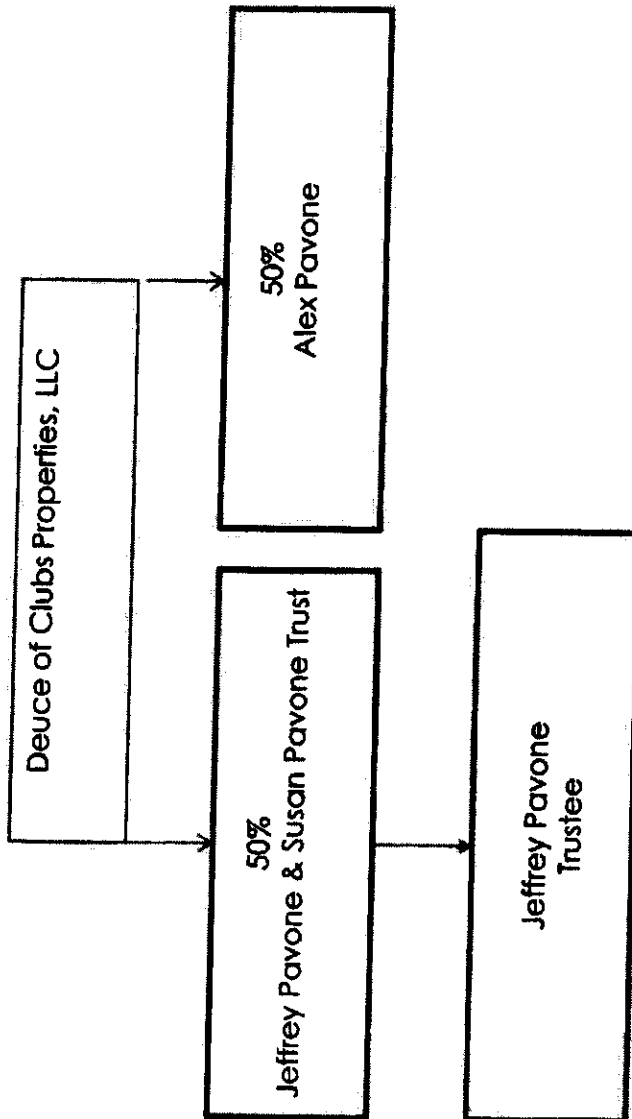
### 009 Liquor Store

- 1) Are you applying for an Interim Permit (INP)?  
No
- 4) Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation?  
No
- 10) Provide name, address, and distance of nearest school. (If less than one (1) mile note footage)  
NICKOLAUS HOMESTEAD ELEMENTARY SCHOOL-1,483 FT  
761 E MCNEIL SHOW LOW, AZ 85901
- 11) Are you one of the following? Please indicate below.  
Property Tenant  
Subtenant  
Property Owner  
Property Purchaser  
Property Management Company  
Property Owner
- 12) Is there a penalty if lease is not fulfilled?  
No
- 13) What is the total money borrowed for the business not including the lease?  
Please list lenders/people owed money for the business.  
0
- 14) Is there a drive through window on the premises?  
No
- 15) If there is a patio please indicate contiguous or non-contiguous within 30 feet  
NO PATIO
- 16) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?  
No
- 23) Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only)  
\$105,000.00

'23 MAR 15 Liq. Lic. PM 2 40



'23 MAR 9 11:41 PM



'23 MAR 9 11:41 PM 4:17

## BILL OF SALE

IN CONSIDERATION OF THE SUM OF:

**\*\*\*TEN DOLLARS AND NO CENTS\*\*\*** lawful currency of the United States of America,  
and other valuable consideration, receipt of which is hereby acknowledged, the SELLER:

**Taylors Five, LLC, an Arizona Limited Liability Company**  
Hereby grants, bargains, sells and transfers unto the BUYER:

**Deuce of Clubs Properties, LLC, an Arizona Limited Liability Company**

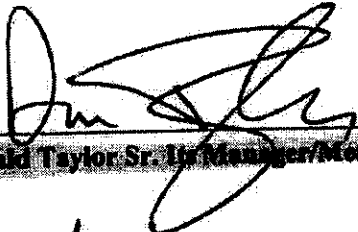
And his, her or their heirs, personal representatives, or assigns, to have and to hold forever, the  
following described personal property, goods or chattels:

That certain State of Arizona Liquor License #09090040

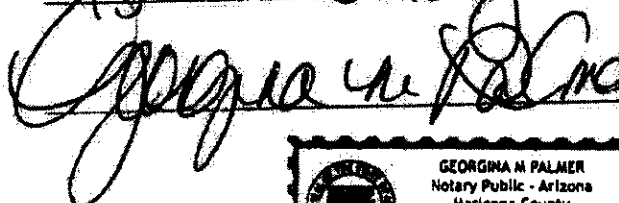
FURTHERMORE, Seller warrants that he, she or they are the lawful owner of said goods and  
hereby certifies, under oath, that he, she or they have good right to sell the same as aforesaid, and  
that the above-described property is free and clear off all claims, liens and other encumbrances  
whatsoever, EXCEPT, as specified herein. Seller further agrees to warrant and defend same  
against the lawful claims and demands of all persons whomsoever.

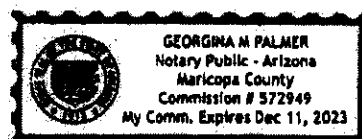
DATED: January 13, 2023

Taylors Five, LLC

  
Donald Taylor Sr. Its Manager/Member

State of Arizona County of Maricopa  
13<sup>th</sup> day of January, 2023

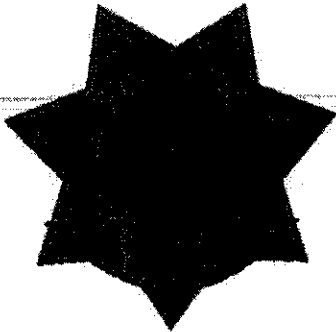
  
Signature of NOTARY PUBLIC



CSR:

Amount:

'23 MAR 9 Lic. Lic. PM 4:17



## AGENT/CONTROLLING PERSON QUESTIONNAIRE

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

DLLC USE ONLY

|                |         |
|----------------|---------|
| Job #:         | 236499  |
| Date Accepted: | 3/15/23 |
| CSR:           | TA/CS   |

Type or Print with Black Ink

License Number: 09090040

SP current 11/3/23

**ATTENTION APPLICANT:** This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

**Attention local governments:** Social security and birth date information is confidential. This information will be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED ACCORDINGLY AND SUBMITTED TO THE DEPARTMENT WITH A BLUE OR BLACK LINED FINGERPRINT CARD AND \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE.

1. Check the  
Appropriate  
Box →



Agent



Controlling Person

2. Name: Pavone Jeffrey N/M Birth Date: [REDACTED]  
Last First Middle (NOT a public record)
3. Social Security #: [REDACTED] Drivers License #: [REDACTED] State Issued: Arizona
4. Place of birth: Chicago Illinois USA Height: 5' 11 Weight: 190 Eyes: Hazel Hair: Bald  
City State COUNTRY
5. Name of current/most recent spouse: Pavone Susan Marie Birth Date: [REDACTED]  
Last First Middle (NOT a public record)
6. Are you a bonafide resident of Arizona? Yes ☒ No ☐ If yes, what is your date of residency? 1999
7. Daytime telephone number: 602-757-1514 Email address: jeff@commercialplus.com
8. Premises Name: Black Jack's Business Phone: 928 / 537 / 4667
9. Premises Address: 480 E. Deuce of Clubs Show Low Arizona Navajo 85901  
Street (do not use PO Box) City State County Zip

23 MAR 9 Liq. Lic. PM 4:17

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list place of residence address.

| FROM<br>Month/Year | TO<br>Month/Year | DESCRIBE POSITION OR BUSINESS | EMPLOYERS NAME OR NAME OF BUSINESS<br>(Street Address, City, State & Zip)    |
|--------------------|------------------|-------------------------------|------------------------------------------------------------------------------|
| 01/99              | CURRENT          | Commercial Real Estate        | Commercial Plus 9590 E. Ironwood Square Dr #215<br>Scottsdale, Arizona 85258 |
|                    |                  |                               |                                                                              |
|                    |                  |                               |                                                                              |
|                    |                  |                               |                                                                              |

(ATTACH ADDITIONAL SHEET IF NECESSARY)

11. Provide your residence address information for the last five (5) years A.R.S. §4-202(D)

| FROM<br>Month/Year | To<br>Month/Year | Street              | City       | State   | Zip   |
|--------------------|------------------|---------------------|------------|---------|-------|
| 07/18              | CURRENT          | 8417 N. Via Linda   | Scottsdale | Arizona | 85258 |
| 06/99              | 07/18            | 9512 N. 129th Place | Scottsdale | Arizona | 85260 |
|                    |                  |                     |            |         |       |
|                    |                  |                     |            |         |       |

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises? If you answered YES, then answer #13 below. If NO, skip to #14 Yes ☐ No ☒
13. Have you attended a DLLC approved Basic Liquor Law Training Course within the past 3 years? Yes ☐ No ☒
14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? Yes ☐ No ☒
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summons pending against you? (Do not include civil traffic tickets) A.R.S. §4-202, 4-210 Yes ☐ No ☒
16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes ☐ No ☒
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes ☐ No ☒

If you answered "YES" to any Question 14 through 18 **YOU MUST** attach a signed statement.  
Give complete details including dates, agencies involved and dispositions.

CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

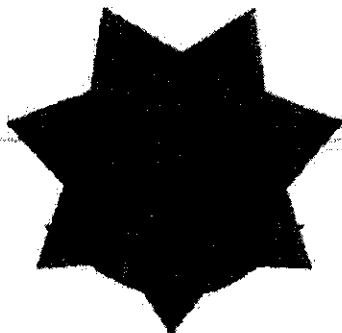
I, (Print Full Name) Jeffrey Pavone hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature

*Jeffrey Pavone*

Date:

1/5/22



## ALIEN STATUS

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

Type or Print with Black Ink

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

**Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.**

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

### SECTION I – APPLICANT INFORMATION

APPLICANT NAME (Print or type) Jeffrey Pavone

### SECTION II – CITIZENSHIP OR NATIONAL STATUS DECLARATION

Are you a citizen or national of the United States? ☒ Yes ☐ No - If yes, indicate place of birth:

City Chicago State Illinois COUNTRY United States

If you answered Yes, 1) Attach a legible copy of a document from the list below.

2) Name of document: Arizona Driver's License

If you answered No, you must complete Sections III.

**EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS**

APR 9 11 41 PM '17

**You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.**

**Evidence showing authorized presence in the United State includes the following:**

1. An Arizona driver license issued after 1996 or an Arizona non-operating identification card.
2. A driver license issued by a state that verifies lawful presence in the United States.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after Jan. 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. \*\*\*Passport must be signed\*\*\*
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.

23 MAR 9 11:41 AM

### SECTION III - QUALIFIED ALIEN DECLARATION

Applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

Name of document provided

#### Qualified Alien Status (8 U.S.C. §§ 1621(a)(1), -1641(b) and (c))

- ☐ 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA)
- ☐ 2. An alien who is granted asylum under Section 208 of the INA.
- ☐ 3. A refugee admitted to the United States under Section 207 of the INA.
- ☐ 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- ☐ 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- ☐ 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- ☐ 7. An alien who is a Cuban/Haitian entrant.
- ☐ 8. An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States

#### Nonimmigrant Status (8 U.S.C. § 1621(a)(2))

- 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.] Non-immigrants are persons who have temporary status for a specific purpose. See 8 U.S.C. § 1101(a)(15).

#### Alien Paroled into the United States for Less Than One Year (8 U.S.C. § 1621(a)(3))

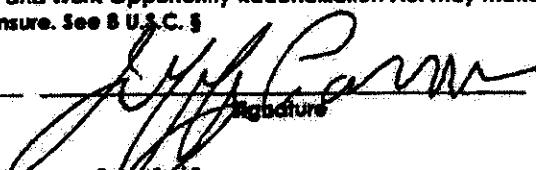
- 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

#### Other Persons (8 U.S.C. § 1621(c)(2)(A) and (C))

- 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 et seq.];
- 13. A foreign national not physically present in the United States.
- 14. **Otherwise Lawfully Present**
- 15. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

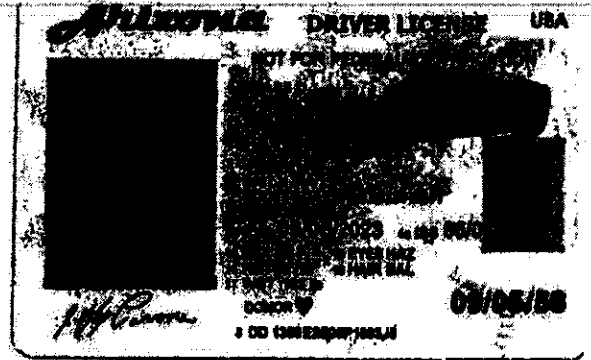
PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. §

Jeffrey Pavone  
Print Name

  
Signature

1/05/2023  
Date

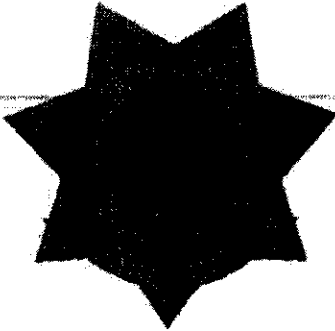
'23 MAR 9 Lig. Lic. #418



CSR:

Amount:

23 MAR 9 Lir. Lic. PM 4:18



## AGENT/CONTROLLING PERSON QUESTIONNAIRE

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

DLIC USE ONLY

|                |         |
|----------------|---------|
| Job #:         | 236499  |
| Date Accepted: | 6/15/03 |
| CSR:           | TA/CA   |

Type or Print with **Black Ink**

License Number: 09090040

*25203  
To Current*

**ATTENTION APPLICANT:** This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

**Attention local governments:** Social security and birth date information is confidential. This information will be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED ACCORDINGLY AND SUBMITTED TO THE DEPARTMENT WITH A **BLUE OR BLACK LINED** FINGERPRINT CARD AND \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE.

1. Check the  
Appropriate  
Box →

|                                |                                                        |
|--------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> Agent | <input checked="" type="checkbox"/> Controlling Person |
|--------------------------------|--------------------------------------------------------|

2. Name: Pavone Alexander Nicol Birth Date: [REDACTED]  
Last First Middle (NOT a public record)

3. Social Security #: [REDACTED] Drivers License #: [REDACTED] State Issued: Arizona

4. Place of birth: Chicago Illinois USA Height: 6'1 Weight: 165 Eyes: Blue Hair: Brown  
City State COUNTRY

5. Name of current/most recent spouse: Pavone Allison Nicole Birth Date: [REDACTED]  
Last First Middle (NOT a public record)

6. Are you a bonafide resident of Arizona? Yes ☒ No ☐ If yes, what is your date of residency? 1999

7. Daytime telephone number: 480-622-0050 Email address: alex@commercialplus.com

8. Premises Name: Black Jack's Business Phone: 928 / 537 / 4667

9. Premises Address: 480 E. Deuce of Clubs Show Low Arizona Navajo 85901  
Street (do not use PO Box) City State County Zip

10. List your employment or type of business during the past five (5) years, if unemployed, retired, or student, list place of residence address.

| FROM<br>Month/Year | TO<br>Month/Year | DESCRIBE POSITION OR BUSINESS | EMPLOYER'S NAME OR NAME OF BUSINESS<br>(Street Address, City, State & Zip) |
|--------------------|------------------|-------------------------------|----------------------------------------------------------------------------|
| 01/16              | CURRENT          | Real Estate Commercial Plus   | 9590 Ironwood Square Drive #215 Scottsdale, AZ 85258                       |
|                    |                  |                               |                                                                            |
|                    |                  |                               |                                                                            |
|                    |                  |                               |                                                                            |

(ATTACH ADDITIONAL SHEET IF NECESSARY)

11. Provide your residence address information for the last five (5) years A.R.S. §4-202(D)

| FROM<br>Month/Year | TO<br>Month/Year | Street                          | City       | State   | Zip   |
|--------------------|------------------|---------------------------------|------------|---------|-------|
| 05/19              | CURRENT          | 7161 E. Racho Vista Drive #2005 | Scottsdale | Arizona | 85251 |
| 08/17              | 05/19            | 6905 N. 77th Place              | Scottsdale | Arizona | 85250 |
|                    |                  |                                 |            |         |       |
|                    |                  |                                 |            |         |       |

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises? If you answered YES, then answer #13 below. If NO, skip to #14 Yes ☒ No ☐
13. Have you attended a DLLC approved Basic Liquor Law Training Course within the past 3 years? Yes ☒ No ☐
14. Have you been ~~cited, arrested, indicted, convicted, or summoned~~ into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? Yes ☒ No ☐
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summons pending against you? (Do not include civil traffic tickets) A.R.S. §4-202.4-210 Yes ☐ No ☒
16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes ☐ No ☒
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes ☐ No ☒

If you answered "YES" to any Question 14 through 18 **YOU MUST** attach a signed statement.  
Give complete details including dates, agencies involved and dispositions.  
CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

I, (Print Full Name) Alexander Nicol Pavone hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: *Alexander Nicol Pavone*

Date: 1/4/23

23 MAR 9 10:41 PM 4:18

March 5, 2020

Arizona Department of Liquor Licenses and Control  
800 W. Washington, 5<sup>th</sup> Floor  
Phoenix, AZ 85007

RE: Pending Misdemeanor Case  
Questions 14

To Whom It May Concern,

On December 18<sup>th</sup>, 2019, I attended a company Christmas party where alcohol was being consumed. The company provided Ubers for all employees from the venue to their homes. I choose to go to my father's home. When I arrived, we had a few more drinks and by that time, we were both intoxicated and decided to call it night. He ordered an Uber for me, but in his intoxicated state, entered the wrong address and sent me to the neighborhood adjacent to my home. When the Uber dropped me off, I (also intoxicated) tried to open the door. The owners of the home were completely freaked out and called the police.

This was the most unfortunate series of events. I was responsible with not driving and ensuring I was around family and friends. Had I been dropped to my home this never would've happened. Based off of preliminary discussions between the attorney's, charges are expected to be dropped as soon as the end of March.

Should you have any further questions or need any additional information, please contact me.

Sincerely,

Alexander Pavone



'23 MAR 9 Lir. Lic. PM 4:18

Certificate # ON-LINE

**Certificate of Completion**

For

**Title 4 BASIC Liquor Law Training**

|                                     |                  |
|-------------------------------------|------------------|
| <input type="checkbox"/>            | On-sale          |
| <input type="checkbox"/>            | Off-sale         |
| <input checked="" type="checkbox"/> | On- and off-sale |

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state approved training provider and, when valid, the Certificate is signed by the course participant.  
The State requires BASIC title 4 training only as a prerequisite for MANAGERIAL title 4 training or as a result of a liquor law violation. Persons required to have BASIC title 4 training are listed at the back of this Certificate. Licenses sometimes require BASIC title 4 training as a condition of employment.  
A replacement Certificate of Completion for title 4 training must be available through the training provider for two years after the training completion date.

**Student Information**

**Alexander Pavone**

(Print Name, please print)



Signature

07/27/2020

Training Completion Date

07/27/2023

Certificate Expiration Date

(Three years from completion date)

**Training Provider Information**

**AATF - All-Star Alcohol Awareness**

Company Name

**P.O. Box 6252, Chandler, Arizona 85246**

Mailing Address

**(480) 664-0389**

Daytime Contact Phone Number

**Jared Reginski**

Instructor Name (please print)

I, Jared Reginski, certify that the above named individual did successfully complete

title 4 BASIC Training in accordance with A.R.S. 54-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).



Instructor Signature

07 / 27 / 2020

Day Mo Year

Persons required to complete BASIC & MANAGERIAL title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor licensed business or a wine and beer store; 2) managers, agents and managers actively involved in the daily business operations of a liquor licensed business or a wine and beer store.

In State Microbrewery (series 7)  
Caterers (series 8)  
Distilleries (series 12)

Concessions (series 5)  
Liquor Store (series 9)  
In-state Farm Winery (series 13)

Bar (series 6)  
Private Clubs (series 14)

Wine & Beer Bar (series 7)  
Wine/Beer/Winery (series 11)  
Wine & Beer Store (series 10)

Liquor license applications (initial and renewal) and all completed and valid Certificates of Completion for all required persons must be submitted to the Department of Liquor.

The questionnaire (which designates a manager in a location) and the agent change form (which designates a new agent to action liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

'23 MAR 9 Lic. Lic. PM 4:18

Certificate # ON-LINE

### Certificate of Completion

For

### Title 4 MANAGEMENT Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

BASIC Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

#### Student Information

**Alexander Pavone**

Full Name (Please print)

*Alexander Pavone*

Signature

**07/28/2020**

Training Completion Date

**07/28/2023**

Certificate Expiration Date:  
(three years from completion date)

#### Training Provider Information

**AATF - All-Star Alcohol Awareness**

Company Name

**P.O. Box 8252, Chandler, Arizona 85246**

Mailing Address

**(480) 684-0388**

Daytime Contact Phone Number

**Jared Repinski**

I, Jared Repinski, certify that the above named individual did successfully complete

Instructor Name (please print)

Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

*Jared Repinski*

Instructor Signature

**07 / 28 / 2020**

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a certain kind below  
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a certain kind below

Include All of the following (series 3):

Conveyance (series 8)

Restaurant (series 12)

Government (series 5)

Liquor Store (series 9)

In-state Farm Winery (series 13)

Bar (series 6)

Private Club (series 14)

Beer & Wine Bar (series 7)

Hotel/Motel/Restaurant (series 11)

Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013



E OLD LINDEN RD

N 6TH ST

SUBJECT PROPERTY

E DEUCE OF CLUBS

N 4TH ST

E HALL

E HUNING

N 5TH ST

N 6TH ST



## **CITY OF SHOW LOW STAFF SUMMARY REPORT**

**AGENDA TITLE:** Consideration of Approval of Five-Year Economic Development Plan for Fiscal Years 2024 to 2028 (Steve North)

### **RECOMMENDATION**

I **MOVE** to approve the five-year Economic Development Plan for fiscal years 2024 to 2028 for the City of Show Low.

### **BACKGROUND**

The City of Show Low, in partnership with Arizona Public Service Company and various community stakeholders, developed Show Low Focused Future II Strategic Plan for Economic Development in 2011. Over the past decade-plus, Show Low has experienced dynamic growth. The economy has become more diversified around its target industries, including value-added forest products and natural resources, light manufacturing and aviation, medical advancement and services, tourism and hospitality, and entrepreneurship. The result of this more vibrant economy includes higher wages, a better quality of life for Show Low citizens, and a growing tax base to support public infrastructure and community amenities.

Staff felt like the plan was becoming outdated, so staff worked to develop a five-year plan for the next five-year phase of planning for economic development. This plan includes specific goals and strategies to guide economic development activities in the City of Show Low. Staff would like to present the plan to Council for review and then recommend that the Council approve the Show Low Economic Development Plan for fiscal years 2024 to 2028.

#### **Attachments:**

Show Low Economic Development Plan for FY 2024 to 2028

# **Show Low Economic Development Plan for FY 2024-2028**

## **Overview**

The City of Show Low, in partnership with Arizona Public Service Company and various community stakeholders, developed Show Low Focused Future II Strategic Plan for Economic Development in 2011. Over the past decade-plus, Show Low has experienced vibrant growth and a diversifying economy around its identified targeted industries: Value-Added Forest Products & Natural Resources, Light Manufacturing & Aviation, Medical Advancement & Services, Tourism & Hospitality, and Entrepreneurship. The result of this vibrant economy is higher wages, better quality of life for Show Low citizens, and a growing tax base to support public infrastructure and community amenities.

Show Low is now ready to move forward on the next five-year phase of planning for economic development.

## **Economic Goals**

### **Goal 1: Develop Show Low Sports & Events Center**

Strategies:

1. Allocate City funds for project.
  - a. Budget and set aside capital funds for development of project.
  - b. Pass bed tax and allocate funds to project.
  - c. Secure grant funds to fill the financial gap.
2. Secure development site.
  - a. Obtain deed of ownership from property owner.
3. Complete pre-development requirements.
  - a. Environmental study.
  - b. Secure easements for infrastructure.
  - c. Project design.

## **Goal 2: Industrial Development/Marketing**

### **Strategies:**

1. Develop outdoor industry in Show Low.
  - a. Market to outdoor related businesses.
  - b. Attract two outdoor manufacturers to Show Low.
2. Cultivate the film industry in Show Low
  - a. Catalog Show Low film assets.
  - b. Market Show Low as a film location.
  - c. Support the Show Low Film Festival.
3. Foster economic development at Show Low Regional Airport
  - a. Attract aviation related businesses to Show Low Airport.
  - b. Attract restaurant to airport terminal or property adjacent to the terminal.
  - c. Collaborate with Southern Airways on tourism and industry marketing.
  - d. Support activities/events at Show Low Regional Airport that spotlights both the airport and Show Low as a business location.

## **Goal 3: Retail Development/Marketing**

### **Strategies:**

1. Attract underserved retail to Show Low.
  - a. Maintain current demographics.
  - b. Maintain inventory of available retail properties.
  - c. Maintain current contacts for targeted retailers.
  - d. Regularly communicate with targeted retail brokers.
  - e. Attend the International Council of Shopping Centers (ICSC) Annual Conference to network with targeted retailers.
  - f. Conduct one or more trade missions annually to visit targeted retailers in Phoenix.

*Note: underserved retail includes fine and casual dining restaurants, groceries, clothing, hobby and crafts, warehouse variety, and entertainment.*

## **Goal 4: Tourism Development/Marketing**

### Strategies:

1. Develop tourism website and social media presence to market Show Low.
2. Purchase two or three kiosks to disseminate tourism information and place them at key City facilities.
  - a. Aquatic Center
  - b. City Hall and/or City Library
3. Develop tourism assets and events that attract visitors to Show Low.
  - a. Mountain biking trails and events
  - b. Triathlons/marathons
  - c. Sledding hill/winter sports area
  - d. Long-distance shooting range and events
  - e. ATV/UTV trails and events
  - f. Summer activities/amenities
  - g. Youth tournaments
4. Create and implement marketing campaign to attract new visitors from Phoenix and Tucson.

## **Goal 5: Entrepreneurial Development**

### Strategies:

1. Establish business incubator in Show Low to cultivate and nurture entrepreneurs and small businesses.
  - a. Secure space at City Campus.
  - b. Acquire grant funding for space improvements.
  - c. Seek potential local partners to participate in the project.
  - d. Secure non-profit business group to staff incubator in exchange for free space rent.
2. Establish commercial kitchen in Show Low in combination with business incubator to cultivate and nurture food-based entrepreneurs/businesses and improve food security in Show Low.
  - a. Secure space at City Campus.
  - b. Acquire grant funding for space improvements.
  - c. Seek potential local partners to participate in the project.

- d. Secure non-profit business group to staff kitchen in exchange for free space rent.
- 3. Establish microloan program to provide financial support to local entrepreneurs and small businesses.
  - a. Acquire grant funding to seed program.
  - b. Establish program guidelines and qualifications.
  - c. Secure partners from local financial institutions to perform loan underwriting.
- 4. Present regular business boot camps to support start-up and early-stage businesses.
  - a. Partner with Small Business Development Center at NPC to plan and execute.

## **Goal 6: Business Retention & Expansion**

### Strategies:

- 1. Visit 400 Show Low businesses annually to thank them for doing business in Show Low, listen to their ideas, concerns, and aid where possible.
- 2. Present annual Show Low BizExpo as a showcase for local businesses.
- 3. Present annual job fair to help Show Low businesses acquire employees.
- 4. Present periodic learning workshops for Show Low businesses and partner with other local business groups whenever possible.

## **Goal 7: Workforce Housing**

### Strategies:

- 1. Develop incentives that attract workforce housing.
  - a. Research what incentives other Arizona communities offer.
  - b. Verify what incentives the City of Show Low can legally offer.
  - c. Revise City Codes if necessary.
- 2. Attract workforce housing projects.
  - a. Inventory available vacant properties appropriate for workforce housing.
  - b. Develop contact list of workforce housing developers in Arizona.
  - c. Develop plan to attract workforce housing developers to Show Low.

- d. Attract one multi-family workforce housing project to Show Low.

*Note: workforce housing is for households with an income between 60% and 120% of Area Median Income (AMI). The AMI for Show Low in 2022—as determined by Fannie Mae—was \$55,400. Therefore, a household with an income between \$33,240 and \$66,480 would be suitable for workforce housing in Show Low.*