

SHOW LOW CITY COUNCIL
REGULAR MEETING - TUESDAY, SEPTEMBER 3, 2024

PURSUANT to A.R.S. Section 38-431.02, notice is hereby given to the Show Low City Council and to the general public, that a **Regular Meeting** of the Show Low City Council will be held on Tuesday, September 3, 2024, at 7:00 PM in the City Council Chambers, 181 North 9th Street, Show Low, Navajo County, Arizona. The agenda for this meeting is as follows:

1. Call to Order.
2. Roll Call.
3. Invocation.
4. Pledge of Allegiance.
5. **CALL TO THE PUBLIC:**

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

6. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming September 2024 as **NATIONAL PREPAREDNESS MONTH** in the City of Show Low (Rachael Hall)
- B. Proclamation by the Mayor Proclaiming September 11, 2024 as **NATIONAL 9/11 PATRIOT DAY, A DAY OF SERVICE AND REMEMBRANCE** in the City of Show Low (Rachael Hall)
- C. Proclamation by the Mayor Proclaiming September 11-14, 2024 as **NAVAJO COUNTY FAIR WEEK** in the City of Show Low (Rachael Hall)
- D. Consideration of Appointment of Director to Show Low Industrial Development Authority (Morgan Brown)
- E. Consideration of Acceptance of 12-Inch Slipline Installation, City of Show Low Project No. FM-6824 (Bill Kopp)
- F. Consideration of Acceptance of Construction of City Campus Restroom, City of Show Low Project No. FM-6224 (Bill Kopp)
- G. Consideration of Minutes of Show Low City Council meetings:

1. Regular Meeting of August 20, 2024

7. **NEW BUSINESS:**

- A. Consideration of Award of Construction Contract for Cemetery Expansion 2024, City of Show Low Project No. FM-1325 (Shane Hemesath)
- B. Consideration of Award of Construction Contract for East Mills Parking Lot Landscaping Project, City of Show Low Project No. FM-1225 and Authorization of Associated Budget Transfers (Shane Hemesath)
- C. Consideration of Award of Construction Contract for Old Linden Road Reconstruction, City of Show Low Project Number R-0825 and Authorization of Associated Budget Transfers (Shane Hemesath)
- D. Consideration of Award of Construction Contract for Savage Sewer Replacement Phase 1, City of Show Low Project No. S-2624 (Shane Hemesath)
- E. Consideration of Award of Contract for City Landscape Maintenance, City of Show Low Project No. FM-1825 (Bill Kopp)
- F. Consideration of Award of Contract for City Campus Training Building Remodel Design Build, City of Show Low Project FM-0425 (Bill Kopp)

8. **SUMMARY OF CURRENT EVENTS:**

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

9. **SCHEDULE OF MEETINGS:**

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

10. **EXECUTIVE SESSION:**

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

(1) A.P. No. 210-14-058

- C. Discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is

specifically required to be maintained as confidential by state or federal law. Pursuant to A.R.S. Section 38-431.03(A)(2)

- (1) Executive Session Minutes of March 5, 2024
- (2) Executive Session Minutes of March 19, 2024
- (3) Executive Session Minutes of April 2, 2024
- (4) Executive Session Minutes of April 16, 2024
- (5) Executive Session Minutes of May 21, 2024
- (6) Executive Session Minutes of June 4, 2024
- (7) Executive Session Minutes of June 18, 2024

11. POST EXECUTIVE SESSION:

- A. Consideration of any item on the Executive Session portion of this agenda, which the Council may wish to take action upon in Open Session.

1. Consideration of Approval of the Minutes of the Executive Session of the Show Low City Council Held on March 5, 2024, March 19, 2024, April 2, 2024, April 16, 2024, May 21, 2024, June 4, 2024, and June 18, 2024.

12. ADJOURNMENT:

SCHEDULED MEETINGS/EVENTS:

DATE	TIME	EVENT NAME
09/03/2024	7:00 P.M.	CITY COUNCIL - REGULAR MEETING
09/10/2024	7:00 P.M.	P&Z COMMISSION - REGULAR MEETING
09/17/2024	7:00 P.M.	CITY COUNCIL - REGULAR MEETING
09/24/2024	7:00 P.M.	P&Z COMMISSION - REGULAR MEETING

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

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

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

Rachael Hall, City Clerk

I, Rachael Hall, do hereby certify that the foregoing notice was posted on August 30,

2024.



Proclamation

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

WHEREAS, Navajo County and the City of Show Low residents have experienced severe weather, floods, wildfires, communication outages, and public health emergencies, which can interrupt lives, damage property and infrastructure, and threaten the safety of all Navajo County residents; and

WHEREAS, California, Oregon, Washington, Idaho, and several other states are currently fighting multiple fires that are prompting evacuations, causing power outages, and impacting air quality with heavy smoke. In addition to supporting these firefighting efforts, we encourage personal preparedness for those who may be impacted by wildfire activity; and

WHEREAS, all City of Show Low citizens are encouraged to prepare for disasters by **1)** developing a family communication plan, **2)** building an emergency kit, **3)** learning the hazards of your community, **4)** knowing your way out, developing an evacuation plan; **5)** create defensive zones around your homes; **6)** Firewise your property; and

WHEREAS, Navajo County citizens are encouraged to sign up for the Ready Navajo County emergency alerting system and follow the three principles of the Ready, Set, Go! Program: be **READY** year-round for any emergency by preparing now for what threatens your community, be **SET** by maintaining awareness of significant danger and **GO!** evacuate immediately when danger is imminent and life-threatening; and

WHEREAS, the City Council of the City of Show Low would like to officially recognize the hard work and dedication of all those involved in ensuring the safety of our citizens and their property, businesses, and communities, including first responders, volunteers, non-governmental agencies, and most of all the citizens themselves.

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

♣ NATIONAL PREPAREDNESS MONTH ♣

in the City of Show Low and urge all citizens in the community to acknowledge this tremendous achievement.

Dated this **3rd** day of September **2024**.

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

John Leech, Jr.
Mayor



Proclamation

City of Show Low

Office of the Mayor and City Council

WHEREAS, Through the twisted steel of the twin towers of the World Trade Center, the scarred walls of the Pentagon, and the smoky wreckage in a field in southwest Pennsylvania, the patriotism and resiliency of the American people shone brightly on September 11, 2001. We stood as one people, united in our common humanity and shared sorrow. We grieved for those who perished and remembered what brought us together as Americans; and

WHEREAS, Today, we honor the lives we lost 23 years ago. On a bright September day, innocent men, women, and children boarded planes and set off for work as they had so many times before. Unthinkable acts of terrorism brought tragedy, destruction, pain, and loss for people across our Nation and the world; and

WHEREAS, As we pay tribute to loved ones, friends, fellow citizens, and all who died, we reaffirm our commitment to the ideas and ideals that united Americans in the aftermath of the attacks. We must defend against all threats to our national security. We must also recommit ourselves to our founding principles. September 11 reminds us that our fate as individuals is tied to that of our Nation. Our democracy is strengthened when we uphold the freedoms upon which our Nation was built: equality, justice, liberty, and democracy. These values exemplify the patriotism and sacrifice we commemorate today; and

WHEREAS, The City of Show Low recognizes September 11 as Patriot Day, a National Day of Service and Remembrance. Originated by the family members of those who lost loved ones on 9/11, the National Day of Service and Remembrance is an opportunity to salute the heroes of 9/11, recapture the spirit of unity and compassion that inspired our Nation following the attacks, and rededicate ourselves to sustained service within our communities.

NOW, THEREFORE, I, John Leech, Mayor of the City of Show Low, Arizona, do hereby proclaim **September 11, 2024**, as

♣ NATIONAL 9/11 PATRIOT DAY, A DAY OF SERVICE AND REMEMBRANCE ♣

in the City of Show Low and encourage all our citizens, churches, and businesses to join in acts of service and honor the lives we lost, the heroes who responded in our hour of need, and the brave men and women in uniform who continue to protect our country at home and abroad.

Dated this **3rd** day of September **2024**.

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

John Leech, Jr.
Mayor



Proclamation

City of Show Low
Office of the Mayor and City Council

WHEREAS, the 93rd Annual Navajo County Fair and Rodeo is a cherished tradition that unites our communities in celebration of our shared history, culture, and agricultural heritage; and

WHEREAS, the Navajo County Fair has long been a beacon of community spirit, offering a diverse array of events and activities that highlight the talents and creativity of our residents; and

WHEREAS, the Fair is an important event for fostering education, friendly competition, and community pride, bringing together people from all over Navajo County; and

WHEREAS, this year's Navajo County Fair will be held from September 11th through September 14th, In Holbrook, Az. featuring exciting rodeo and little buckaroo rodeo events, demolition derby, livestock shows and sales, arts and crafts exhibits, carnival, and entertainment for all ages.

NOW, THEREFORE, I, John Leech, Mayor of the City of Show Low, Arizona, do hereby proclaim the week of September 11th through September 14th, 2024, as

♣️NAVAJO COUNTY FAIR WEEK♣️

in the City of Show Low and encourage all residents and visitors to join in the celebration and support this important community event.

Dated this **3rd** day of September **2024**.

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

John Leech, Jr.
Mayor

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Appointment of Director to Show Low Industrial Development Authority (Morgan Brown)

RECOMMENDATION

I **MOVE** to appoint Rudy Navarro to a term ending July 6, 2030, to the Industrial Development Authority of the City of Show Low.

BACKGROUND

The Industrial Development Authority (IDA) of the City of Show Low is a nonprofit corporation established to facilitate tax-exempt financing for specific purposes. In the past, the corporation has been used to finance expansion and remodeling projects for Summit Healthcare Regional Medical Center and to finance the costs of certain solid waste disposal facilities for Snowflake White Mountain Power, L.L.C.

Per A.R.S. § 35-705 and the corporation's articles of incorporation, the City Council appoints three members to the IDA board of directors for overlapping six-year terms. A director must reside in Show Low to be eligible.

Seth Gaston has served on the IDA Board of Directors since May 2022, when he was appointed by the Council to fill a vacancy with a term that expired on July 6, 2024. Mr. Gaston said he was not interested in serving another term.

Staff contacted local resident, Rudy Navarro, who recently retired from Salt River Project (SRP). Mr. Navarro is interested in serving on the Board and staff feels that Mr. Navarro has a background and understanding of the IDA process to be an asset to the Board.

Staff recommends that the City Council appoint Rudy Navarro to the Industrial Development Authority of the City of Show Low with a term ending July 6, 2030.

ATTACHMENTS

None

FISCAL IMPACT

N/A

MTG DATE: 9/3/2024
ITEM: 6.E

**City of Show Low
STAFF SUMMARY REPORT**

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

RECOMMENDATION

I **MOVE** to accept the 12-Inch Slipline Installation, City of Show Low Project No. FM-6824, initiate the warranty period and release the single payment in the amount of \$246,800.00.

BACKGROUND

At the May 7, 2024 regular meeting, the City Council awarded a contract to Apache Underground and Excavation, LLC for the 12-Inch Slipline Installation, City of Show Low Project No. FM-6824 in an amount not to exceed \$252,800.00. The purpose of the project was to repair the existing leaking pipe that was constructed in the 1950s.

The work included installing approximately 4,100 linear feet of heat-fused SDR11 PE100 pipe in an existing 30-inch concrete pipe. The carrier pipe runs from the intake pump facility at Show Low Lake and extends to the outfall at an existing irrigation canal. The contractor also provided the terminations of the pipe at the intake and outfall per the project specifications. All work has been completed.

Staff recommends accepting the construction of the 12-Inch Slipline Installation, City of Show Low Project No. FM-6824, initiating the warranty period and releasing the single payment in the amount of \$246,800.00.

ATTACHMENTS

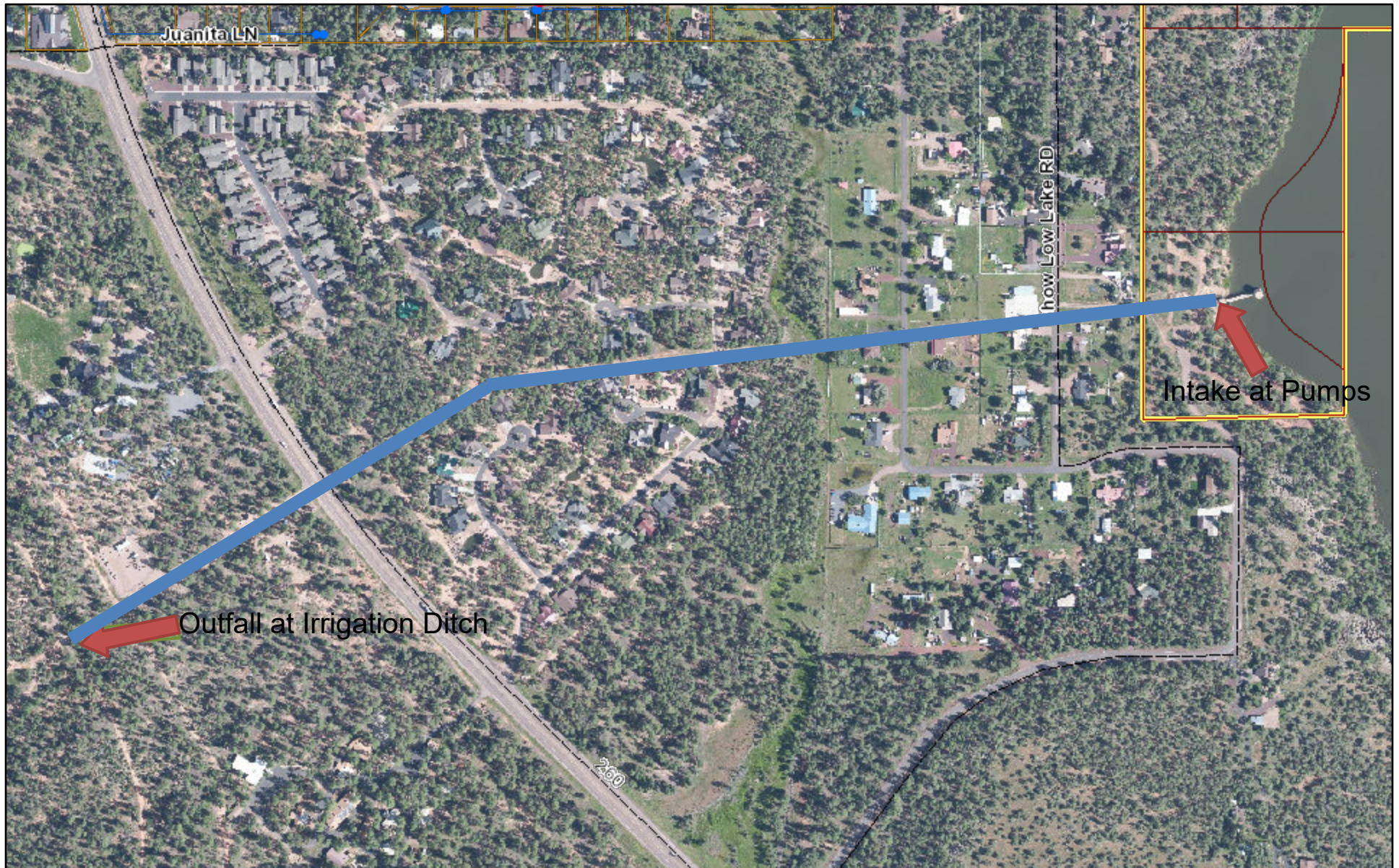
1. Pipe Sleeve Location

FISCAL IMPACT

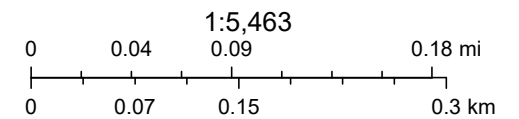
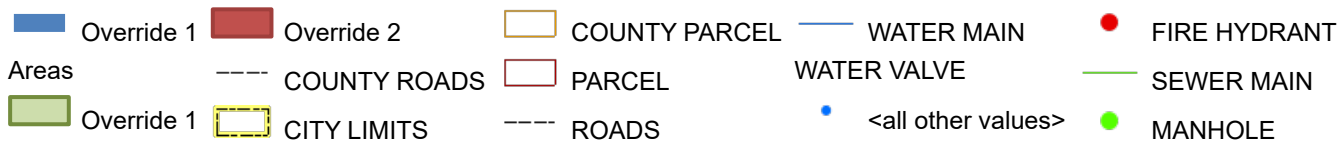
Final cost: \$246,800.00

Funding source (account no.): 43-760-180-1620-0000/7602448

Existing Pipe Sleeve Location



2/16/2024, 11:23:32 AM



MTG DATE: 9/3/2024
ITEM: 6.F

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Acceptance of Construction of City Campus Restroom, City of Show Low Project No. FM-6224 (Bill Kopp)

RECOMMENDATION

I **MOVE** to accept the construction of the City Campus Restroom, City of Show Low Project No. FM-6224, release the final payment and initiate the warranty period.

BACKGROUND

The City of Show Low 2024 Budget included funding for the construction of a public restroom at the pickleball complex at City Campus. The work included the construction of a restroom facility that included three ADA-accessible restrooms in a single building. There is one separate men's restroom with two stalls, one water closet and one urinal, one separate women's restroom with two water closet stalls, and a family restroom with a single water closet and ADA adult changing station.

At the September 3, 2023, regular meeting, the City Council approved the construction contract with LD&B, LLC for an amount not to exceed \$131,500.00. The project is now complete with a final cost of \$131,500.00.

Staff recommends accepting the construction of the City Campus Restroom, City of Show Low Project No. FM-6224, releasing the final payment and initiating the warranty period.

ATTACHMENTS

None

FISCAL IMPACT

Final cost: \$131,500.00

Funding source (account no.): Pickleball Restrooms (11-445-495-7310-2481/4452481)

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL
HELD ON TUESDAY, AUGUST 20, 2024, AT 7:00 PM IN THE CITY COUNCIL
CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY,
ARIZONA**

1. Call to Order.

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

2. Roll Call.

COUNCIL MEMBERS PRESENT: Mayor Leech, Councilman Clark, Councilman Hatch, and Councilman Judd.

COUNCIL MEMBERS ABSENT: Vice Mayor Kakavas, Councilman Adams and Councilman Whipple.

STAFF MEMBERS PRESENT: F. Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Jeff McNeil, Police Commander; Shane Hemesath, City Engineer; Jacob Allen, Airport Manager; Rick Austin, Public Works Operation Manager; Lisa Robertson, Grants Manager; and Rachael Hall, City Clerk.

GUESTS: Curt Fernau.

3. Invocation.

Councilman Clark gave the invocation.

4. Pledge of Allegiance.

Mayor Leech 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.

None.

6. **CONSENT CALENDAR:**

- A. Consideration of Acceptance of Airport Hangar Roof Overlay, City of Show Low Project No. FM-7524 (Rick Austin)
- B. Consideration of Acceptance of Construction Contract for West Stock to SR-260 Sewer Replacement, City of Show Low Project No. S-3022 (Shane Hemesath)
- C. Consideration of Minutes of Show Low City Council meetings:
 - 1. Regular Meeting of August 6, 2024

COUNCILMAN CLARK MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN HATCH; PASSED 4 TO 0 WITH MAYOR LEECH, COUNCILMAN CLARK, COUNCILMAN HATCH, AND COUNCILMAN JUDD VOTING IN FAVOR.

7. **NEW BUSINESS:**

- A. **PUBLIC HEARING** and Consideration of Application Submitted by Anita Martinez, Harry Rashad Spencer, Jonathan Lamar Elder, and Peter Allen Barnett for Series #10, Beer and Wine Store, Liquor License on Behalf of Family Dollar #23939 for its Location at 161 East Deuce of Clubs, Box #7, Show Low, Arizona (Rachael Hall)

Ms. Hall said Anita Martinez, Harry Rashad Spencer, Jonathan Lamar Elder, and Peter Allen Barnett, representing Family Dollar #23939, submitted a liquor application for a Series #10, Beer and Wine Store Liquor License for its location at 161 East Deuce of Clubs, Box #7. As required by state law, the property was posted, and no public input was received.

Ms. Hall said Anita Martinez and Harry Rashad Spencer, representing Family Dollar #23939, previously submitted a liquor application for a Series #10 Beer and Wine Store Liquor License for its location at 161 East Deuce of Clubs, Box #7, which was approved at the February 6, 2024, City Council Meeting. Family Dollar decided that a significant number of its stores nationwide would close in 2024. Unfortunately, Family Dollar personnel erroneously thought the store in Show Low was on the list of stores to be closed. This error triggered an inadvertent surrender of its liquor license, obtained in February. Since the Show Low store would remain open, the applicants had to reapply for the Series #10 Beer and Wine Store Liquor License and chose to add additional names to the application.

Ms. Hall said the Show Low Police Department conducted a background check 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 would decide

whether to approve or deny the application. Note that if the City Council chose to recommend denial of the application, the motion must state the reasons for the denial.

Mayor Leech opened the matter for a public hearing. There being no input, Mayor Leech closed the public hearing.

COUNCILMAN CLARK MOVED TO RECOMMEND APPROVAL TO THE STATE LIQUOR BOARD OF THE APPLICATION SUBMITTED BY ANITA MARTINEZ, HARRY RASHAD SPENCER, JONATHAN LAMAR ELDER, AND PETER ALLEN BARNETT FOR SERIES #10, BEER AND WINE STORE, LIQUOR LICENSE ON BEHALF OF FAMILY DOLLAR #23939 FOR ITS LOCATION AT 161 EAST DEUCE OF CLUBS, BOX #7, SHOW LOW, ARIZONA; SECONDED BY COUNCILMAN HATCH; PASSED 4 TO 0 WITH MAYOR LEECH, COUNCILMAN CLARK, COUNCILMAN HATCH, AND COUNCILMAN JUDD VOTING IN FAVOR.

B. Consideration of Approval of Five-Year Rural Public Transportation Agreement with MV Transportation, Inc. (Lisa Robertson)

Ms. Robertson said the Section 5311 transit program was funded by a grant from the Arizona Department of Transportation (ADOT) and cost-share contributions from City of Show Low, the Towns of Pinetop-Lakeside, Taylor, Snowflake, Northland Pioneer College and Navajo County. Operations of the Four Seasons Connection and White Mountain Connection was administered by MV Transportation, Inc. under a ten-year Rural Public Transportation Agreement that was signed on October 1, 2012, and was extended an additional two years through September 30, 2024.

Ms. Robertson said a Request for Proposals (RFP) for a five-year operations plan for the Four Seasons Connection and White Mountain Connection public transit program was submitted to three potential bidders. MV Transportation, Inc. was the only proposal received. MV Transportation's proposed five-year operations plan would become effective October 1, 2024, and terminate September 30, 2029, at a total cost not to exceed \$5,176,772, with a renewal option for two additional years at a cost to be determined. The 5311 ADOT transit grant would cover approximately \$3,207,530 of total costs with matching funds of approximately \$1,969,242 met by local cost-share contributions. Show Low's annual match would be approximately \$149,350; over the five year period it was estimated that the local match for Show Low would be \$800,000.

Ms. Robertson said staff recommended entering into a Rural Public Transportation Agreement with MV Transportation, Inc. at a cost not to exceed \$5,176,772 to cover transit operations for the Four Seasons Connection and White Mountain Connection from October 1, 2024, through September 30, 2029, with a renewal option for two additional years at a cost to be determined.

Councilman Clark thanked staff for their continued efforts to apply for grants, work with the State and other entities to keep this vital service going for citizens.

COUNCILMAN JUDD MOVED APPROVE THE FIVE-YEAR RURAL PUBLIC TRANSPORTATION AGREEMENT WITH MV TRANSPORTATION, INC., COMMENCING OCTOBER 1, 2024 AT A TOTAL COST NOT TO EXCEED \$5,176,772 WITH A RENEWAL OPTION FOR TWO ADDITIONAL YEARS AT A COST TO BE DETERMINED; SECONDED BY COUNCILMAN HATCH; PASSED 4 TO 0 WITH MAYOR LEECH, COUNCILMAN CLARK, COUNCILMAN HATCH, AND COUNCILMAN JUDD VOTING IN FAVOR.

- C. Consideration of Award of Professional Services Contract for Airport Consulting Services to H.W. Lochner, Inc. (Jacob Allen)

Mr. Allen said in July 2024, a request for qualifications was published to solicit Statements of Qualifications (SOQ) from airport consulting firms. Airport consultants were hired to provide airport engineering, design, and construction management per Federal Aviation Administration (FAA) and Arizona Department of Transportation standards. The selection process followed the processes outlined by FAA and Arizona Revised Statutes Title 34.

Mr. Allen said two SOQs were received and a selection committee individually reviewed and rated the SOQs. Each of the firms that submitted were invited to interview. As a result of the interviews, H.W. Lochner, Inc. was selected as the number one firm. H.W. Lochner, Inc., formerly known as Armstrong Consultants, had been the City's on-call airport consultant since 2009. After negotiations and subsequent approval by FAA, staff recommended awarding the professional services contract for airport consulting services to H.W. Lochner, Inc.

COUNCILMAN JUDD MOVED TO AWARD A PROFESSIONAL SERVICES CONTRACT FOR AIRPORT CONSULTING SERVICES TO H.W. LOCHNER, INC. AND AUTHORIZE THE MAYOR TO SIGN ASSOCIATED DOCUMENTS; SECONDED BY MAYOR LEECH; PASSED 4 TO 0 WITH MAYOR LEECH, COUNCILMAN CLARK, COUNCILMAN HATCH, AND COUNCILMAN JUDD VOTING IN FAVOR.

- D. Consideration to Rescind Lease Agreement with the General Services Administration and Approve Lease Amendment No. 3 for the Building Located at 3401 Airport Loop Road at Show Low Regional Airport (Jacob Allen)

Mr. Allen said on January 6, 2009, the General Services Administration (GSA) entered into a lease agreement with the City of Show Low to utilize

the old airport terminal building located at 3401 East Airport Loop Road on behalf of the Bureau of Indian Affairs (BIA). The existing lease agreement expired on January 6, 2024. Since then, the lease had been in holdover status during the negotiations for a new long-term agreement.

Mr. Allen said the GSA drafted a new agreement to continue to lease the property for an additional 15 years, including a ten-year guarantee. The rental rates were negotiated based on the previous lease rates plus five-year average Consumer Price Index increases, which would increase the rate accordingly at five-year intervals. The lease agreement was approved by the City Council on April 18, 2024.

Mr. Allen said BIA had declined to sign the long-term agreement necessary to give GSA the required approval to sign the lease agreement that was approved by Show Low City Council. As such, GSA recommended moving forward with an amendment to the original lease agreement to extend the lease for three years but at the new rate approved in April.

Mr. Allen said staff recommended rescinding the lease agreement that was approved on April 18, 2024, and approving Lease Amendment No. 3 for a three-year extension with GSA.

COUNCILMAN HATCH MOVED TO RESCIND THE LEASE AGREEMENT WITH THE GENERAL SERVICES ADMINISTRATION AND APPROVE LEASE AMENDMENT NO. 3 FOR THE BUILDING LOCATED AT 3401 AIRPORT LOOP ROAD AT SHOW LOW REGIONAL AIRPORT AND AUTHORIZE THE MAYOR TO SIGN ASSOCIATED DOCUMENTS; SECONDED BY COUNCILMAN CLARK; PASSED 4 TO 0 WITH MAYOR LEECH, COUNCILMAN CLARK, COUNCILMAN HATCH, AND COUNCILMAN JUDD VOTING IN FAVOR.

8. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Judd thanked the public works department for working with Nikolaus Homestead Elementary school on the snowplow painting contest for the students.

B. Mayor

None.

C. City Manager

Mr. Brown said the Annual E-Waste & Waste Tire Collection Event would be held on August 24, at the Navajo County Penrod Facility. This was a free event and for residential drop-off only.

Mr. Brown said the City would be hosting a shred-a-thon event on October 12, at City Hall parking lot. This free shredding event was for residents to discard and shred confidential paperwork they no longer wanted to store.

Mr. Brown said in public works projects, the City's contractor paved 22nd Avenue to Kartchner in the Citywide paving project. Utilities had been installed across the spillway at Show Low Lake. Work continued on the Little League field and work began on the bleachers at the Senior Field at the City Park. He thanked citizens for their patience as these important projects are completed.

9. **SCHEDULE OF MEETINGS:**

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

None.

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 AUGUST 20, 2024, AT 7:18 P.M.**

ATTEST:

APPROVED:

Rachael Hall, City Clerk

John Leech, Jr., Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the City Council of Show Low held on August 20, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

Rachael Hall, City Clerk

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Construction Contract for Cemetery Expansion 2024, City of Show Low Project No. FM-1325 (Shane Hemesath)

RECOMMENDATION

I **MOVE** to award the construction contract for the Cemetery Expansion 2024, City of Show Low Project Number FM-1325 to Tim's Landscape Creations LLC in an amount not to exceed \$48,166.46.

BACKGROUND

The City's fiscal year 2024 Capital Improvements Plan budget includes \$100,000.00 for a improvement project labeled "Cemetery Expansion." The scope of work includes clearing approximately 0.70 acres of property in the City's Cemetery, installation of an irrigation system, placement of topsoil and the installation of approximately 32,000 square feet of grass sod. The sod was purchased in a separate transaction directly by the City at a cost of \$26,863.20 to save costs on the project.

The City's engineering staff designed the project with a construction estimate of \$48,000.00. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Tim's Landscape Creations LLC	\$48,166.46
It's Magic Inc.	\$59,561.25

Staff recommends awarding the construction contract for the Cemetery Expansion 2024, City of Show Low Project Number FM-1325 to Tim's Landscape Creations LLC in an amount not to exceed \$48,166.46.

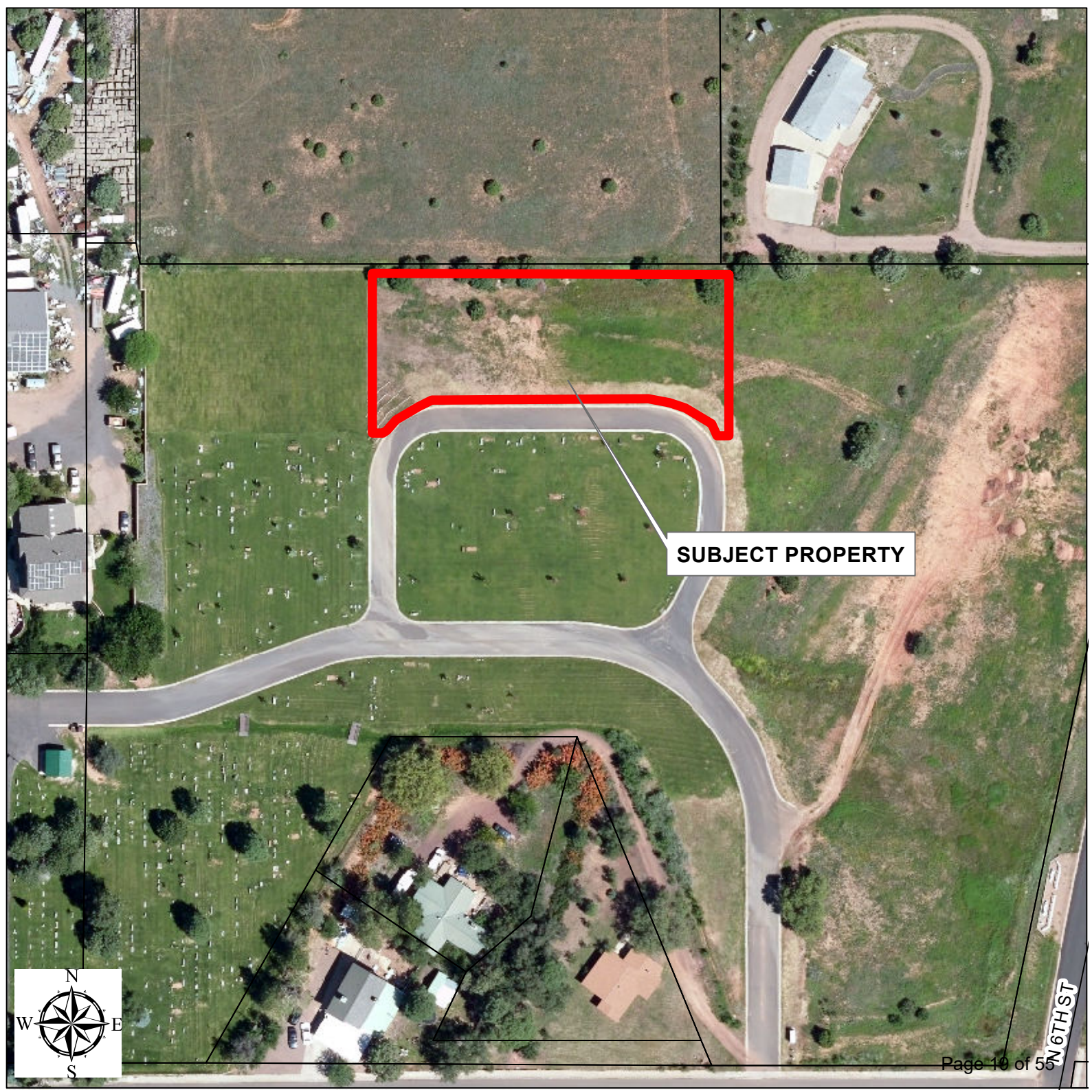
ATTACHMENTS

1. Aerial Map

FISCAL IMPACT

Anticipated cost: \$48,166.46

Funding source (account no.): Cemetery Expansion (11-550-495-7300-0000/5502555)



SUBJECT PROPERTY



**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Construction Contract for East Mills Parking Lot Landscaping Project, City of Show Low Project No. FM-1225 and Authorization of Associated Budget Transfers (Shane Hemesath)

RECOMMENDATION

I **MOVE** to award the construction contract for the East Mills Parking Lot Landscaping, City of Show Low Project Number FM-1225 to Tim's Landscape Creations LLC in an amount not to exceed \$42,188.36 and authorize the associated budget transfers.

BACKGROUND

The City's fiscal year 2024 Capital Improvements Plan budget includes \$25,000.00 for an improvement project labeled "Landscaping for Mills Parking." The scope of work includes clearing approximately 0.25 acres of property at the parking lot located at East Mills and East Owens, installation of an irrigation system, placement of decorative rock, installation of small bushes and 13 trees, placement of topsoil and the installation of approximately 3,000 square feet of grass sod. The landscape design was intended to match the recently placed landscaping for the City Campus along East McNeil.

The City's engineering staff designed the project with a construction estimate of \$47,000.00. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Tim's Landscape Creations LLC	\$42,188.36
It's Magic Inc.	\$57,520.00

Project savings from the construction phase of the parking lot will be used to cover the overage above the budgeted funding.

Staff recommends awarding the construction contract for the East Mills Parking Lot Landscaping, City of Show Low Project Number FM-1225 to Tim's Landscape Creations LLC in an amount not to exceed \$42,188.36 and authorizing the associated budget transfers.

ATTACHMENTS

1. Aerial Map

FISCAL IMPACT

Anticipated cost: \$42,188.36

Funding source (account no.): Landscaping for Mills Parking Lot (11-445-460-4300-0000)

Description	Account	Approved Transfer Budget	Amended Budget
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Nikolaus Park Bridge (Pedestrian Only)	11-445-495-7310-2312/4452312	\$40,000	(17,190)	\$22,810
Repairs & Maintenance (Landscaping for Mills Parking Lot)	11-445-460-4300-0000	\$25,000	17,190	\$42,190
Total		\$65,000		\$65,000



E MERRILL

E MILLS

S 6TH PL

E MILLS PL

E NIKOLAUS

SUBJECT PROPERTY

E OWENS

S 8TH ST

S 9TH PL

E REIDHEAD



**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Construction Contract for Old Linden Road Reconstruction, City of Show Low Project Number R-0825 and Authorization of Associated Budget Transfers (Shane Hemesath)

RECOMMENDATION

I **MOVE** to award the construction contract for the Old Linden Road Reconstruction, City of Show Low Project No. R-0825 to W. W. Clyde and Co. in an amount not to exceed \$518,505.00 and authorize the associated budget transfers.

BACKGROUND

The City's fiscal year 2024 Capital Improvements Plan budget includes \$443,000.00 for a roadway improvement project labeled "Old Linden Road from DOC to Central." The scope of work includes the reconstruction of 2,800 linear feet of roadway, including portions of Old Linden Road between North Central Avenue and the Deuce of Clubs. The intersection of Old Linden Roadway and Central Avenue will also be reconstructed. The work includes the removal of approximately 8,700 square yards of existing asphalt roadway, subgrade preparation and compaction, reshaping the roadway grade, installing new four-inch asphalt pavement overlay, re-establishing roadway markings, and adjusting water valves and manholes.

The City's engineering staff designed the project with a construction estimate of \$525,000.00. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
W.W. Clyde and Co.	\$518,505.00
Western Grade LLC	\$595,623.35
Sundland Asphalt and Construction	\$652,701.00
Surface Contracting Inc.	\$668,090.00
Gunner Contracting LLC	\$717,029.00
Perkins Cinders Inc.	\$830,511.54

Project savings from the Woolford Roadway Reconstruction project will be utilized to make up the difference between the budgeted amount and the low bid.

Staff recommends awarding the construction contract for the Old Linden Road Reconstruction, City of Show Low Project No. R-0825, to W. W. Clyde and Co. in an amount not to exceed \$518,505.00 and authorizing the associated budget transfers.

ATTACHMENTS

1. Aerial Map

FISCAL IMPACT

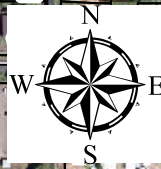
Anticipated cost: \$518,505

Funding source (account no.): Old Linden Rd from DOC to Central (12-500-495-7310-2423/5002423)

Description	Account	Approved Budget	Transfer	Amended Budget
Streets Improvements	12-500-495-7310-0000/5001801	\$450,000	(75,632)	\$374,368
Old Linden Rd DOC to Central	12-500-495-7310-2423/5002423	\$443,000	75,632	\$518,632
Total		\$893,000		\$893,000



SUBJECT PROPERTY



**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Construction Contract for Savage Sewer Replacement Phase 1, City of Show Low Project No. S-2624 (Shane Hemesath)

RECOMMENDATION

I **MOVE** to award the construction contract for the Savage Sewer Replacement Phase 1, City of Show Low Project No. S-2624, to Apache Underground & Excavating LLC. in an amount not to exceed \$924,036.00.

BACKGROUND

The City's fiscal year 2024 Capital Improvements Plan budget includes \$1,500,000.00 for a sewer improvement project labeled "Savage Sewer Replacement Phase 1." The scope of work includes the removal of an existing sewer main and the installation of approximately 2,500 linear feet of new 18-inch SDR-35 PVC sewer main. The project also includes the installation of nine polymer sewer manholes, sewer services, and the replacement of asphalt and concrete removed to perform the work.

Ironside Engineering designed the project with a construction estimate of \$1,050,000. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Apache Underground & Excavating LLC	\$ 924,036.00
Central Arizona Civil Construction Co.	\$ 999,575.00
Western Grade LLC	\$1,230,612.00
Ted Walker Construction LLC	\$1,660,865.00

This project is partially funded by a Congressional Direct Spending grant obtained by the City. The grant award is for up to \$800,000.00 requiring a 20% match. Due to a low bid of approximately \$925,000.00, the City's required match is \$185,000.00, only utilizing \$740,000.00 of the grant award. With the Federal Project Manager's approval, the City may expand the scope of work during construction to expend the remaining grant award funding estimated at \$60,000.00, requiring a City match of \$12,000.00. That scope will be awarded as a change order.

Staff recommends awarding the construction contract for the Sewer Replacement Phase 1, City of Show Low Project No. S-2624, to Apache Underground & Excavating LLC. in an amount not to exceed \$924,036.00.

ATTACHMENTS

1. Aerial Map

FISCAL IMPACT

Anticipated cost: \$924,036.00

Funding source (account no.): Savage Sewer Line Replacement Phase I (42-755-180-1620-0000/7552020)



E SAVAGE

E WILLIS

SUBJECT PROPERTY

N KIAYA LN

W CRYSTAL CIR

W KENDRA CIR

N 1ST AVE

N CENTRAL AVE

E ADAMS

W OLD LINDEN RD



N 4TH AVE

N 1ST AVE

N CENTRAL AVE

W OLD LINDEN RD

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Contract for City Landscape Maintenance, City of Show Low Project No. FM-1825 (Bill Kopp)

RECOMMENDATION

I **MOVE** to award the contract for City Landscape Maintenance, City of Show Low Project No. FM-1825, in an amount not to exceed \$73,161.00 for year one with Construction Cost Index adjustments in subsequent years.

BACKGROUND

The City employs a contractor to provide maintenance of lawns and landscaping at 21 city facilities. The current contract is due to expire at the end of September 2024. The previous contract began in 2020 with a term of two years with two one-year extensions. The new contract term will be for three years with two one-year extensions. The contract also has provisions for cost increases based on the published Construction Cost Index.

The project was publicly bid according to statutory requirements and a single bid was received.

<u>Contractor</u>	<u>Total Bid</u>
Tim's Landscape Creations, LLC	\$73,161.00

Staff feels that the bid amount is a fair price from a local and reputable contractor. In fiscal year 2024, the charges for these services were just under \$75,000.00 and additional areas were also added to this year's bid.

Staff recommends awarding the contract for City Landscape Maintenance, City of Show Low Project No. FM-1825, to Tim's Landscape Creations, LLC, in an amount not to exceed \$73,161.00 for year one with Construction Cost Index adjustments in subsequent years.

ATTACHMENTS

1. EXHIBIT A
2. FM-1825 Maps

FISCAL IMPACT

Anticipated cost: \$73,161.00 for year one with Construction Cost Index adjustments in subsequent years

Funding source (account no.): Repairs and Maintenance (11-445-460-4300-0000)

“EXHIBIT A”
Project No. FM-1825 – Landscape Maintenance

Airport – 3150 E Airport Loop *Added Area*
Aquatic Center – 1100 W Deuce of Clubs *Added Area*
Archibeque Park – 81 N 5th Street
Bus Barn – 1160 E Lumberman’s Loop
City Campus Landscaping – 760 E McNeil *Added Area*
City Hall – 180 N 9th Street
Communications Center for Dispatch – 150 N 6th Street
Cooley/Deuce Split Park – Cooley and Deuce Split
East Mills Parking – 800 E Mills Place *Will Add Once Completed*
Electronic Sign Board – 100 N Central Avenue
Entrance Sign – W Deuce of Clubs
Festival Marketplace – 1031 E Deuce of Clubs
Frontier Park Splash Pad Area – 650 N 9th Place
Library – 181 N 9th Street
Museum – 561 E Deuce of Clubs
Public Safety Headquarters – 411 E Deuce of Clubs
Public Works Operations Yard – 1281 E Thornton Road *Added Area*
Raeland Park – 513 N 6th Dr
Reidhead House – 780 E Deuce of Clubs
Show Low Senior Center – 301 E McNeil
Streetscape Planters – E Deuce of Clubs
Turn of a Card Sign – Corner of N 9th Street and E Cooley

SEE ATTACHED MAPS FOR SPECIFIC AREAS AT EACH FACILITY

Airport

3150

E AIRPORT LP

N



Aquatics Center

W DEUCE OF CLUBS

N







City Campus

240

691

220

221

210

E HALL

N 6TH ST

161

181

180

831

141

760

760

120

N 8TH ST

121

150

150

800

60

20

61

21

E MCNEIL

531

561

601

10

S 6TH PL

41

600

620

61

560

761

N



Communications Center for Dispatch



411

251

241

161

221

210

N 6TH ST

E HALL

181

161

141

760

N 5TH ST

150

760

60

81

60

40

20

N

Cooley/Deuce Split Park



820

902

940

N 9TH PL

N 9TH ST

E DEUCE OF CLUBS

911

E COOLEY

857

861

881

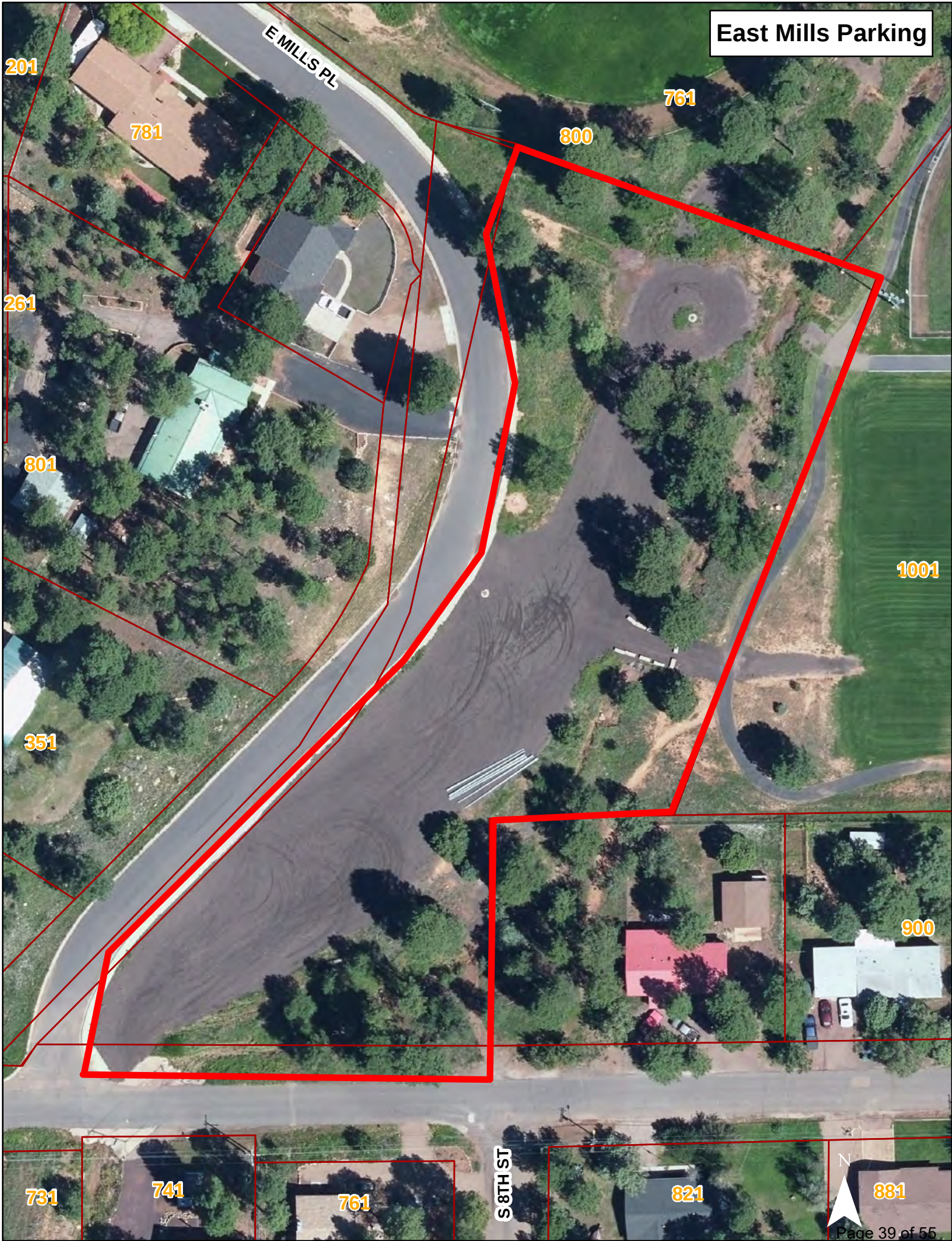
909

321

340

N

East Mills Parking



Electronic Sign Board

160

60

100

60

N CENTRAL AVE

W DEUCE OF CLUBS

11

59

N

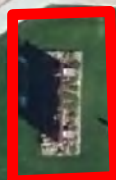
Entrance Sign

W DEUCE OF CLUBS

S CLARK RD

62

1600



1401

1401





Frontier Park

751

701

650

721

691

600

780

600

550

520

640

800

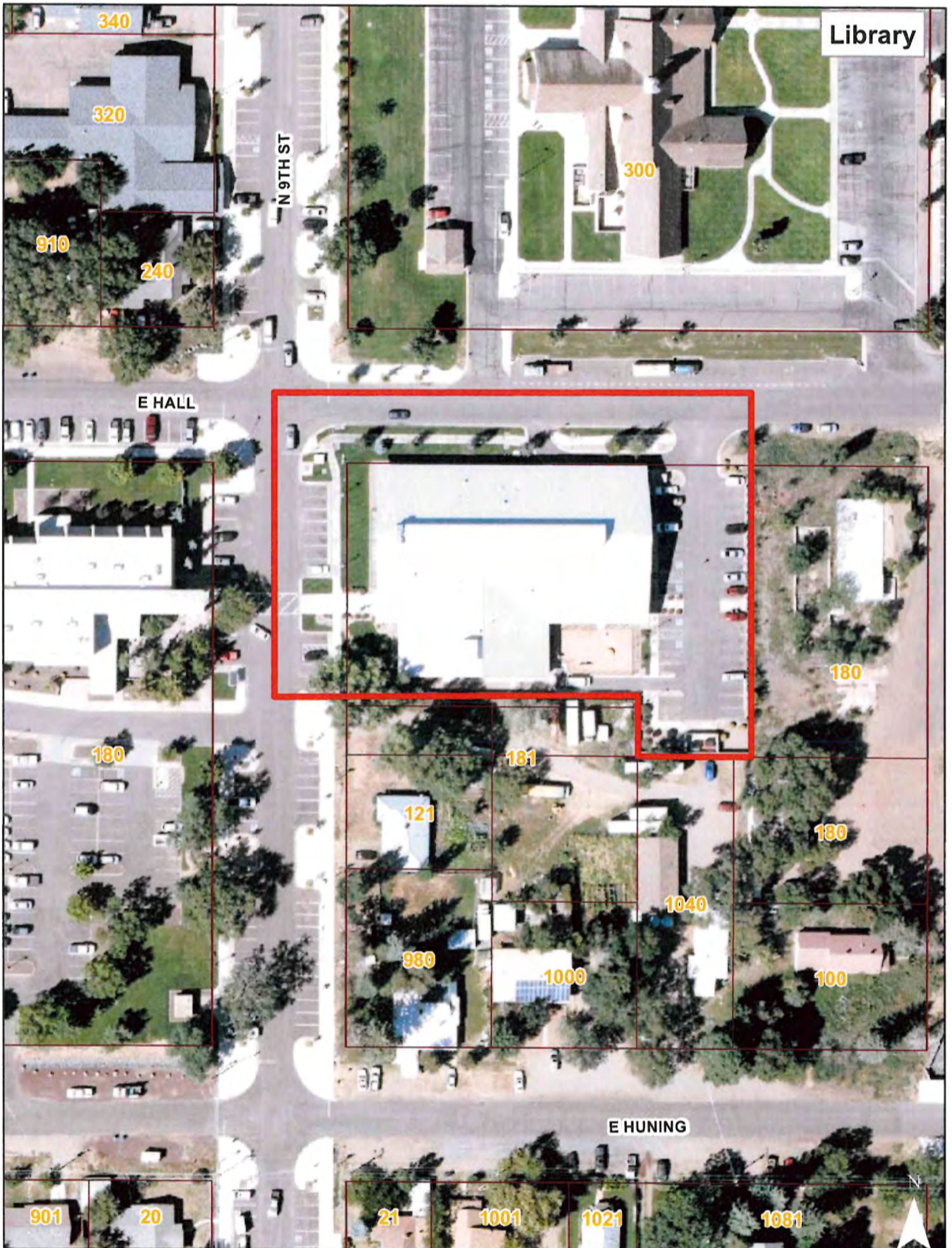
820

902

940

N 9TH PL

N



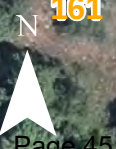


Museum

E OLD LINDEN RD

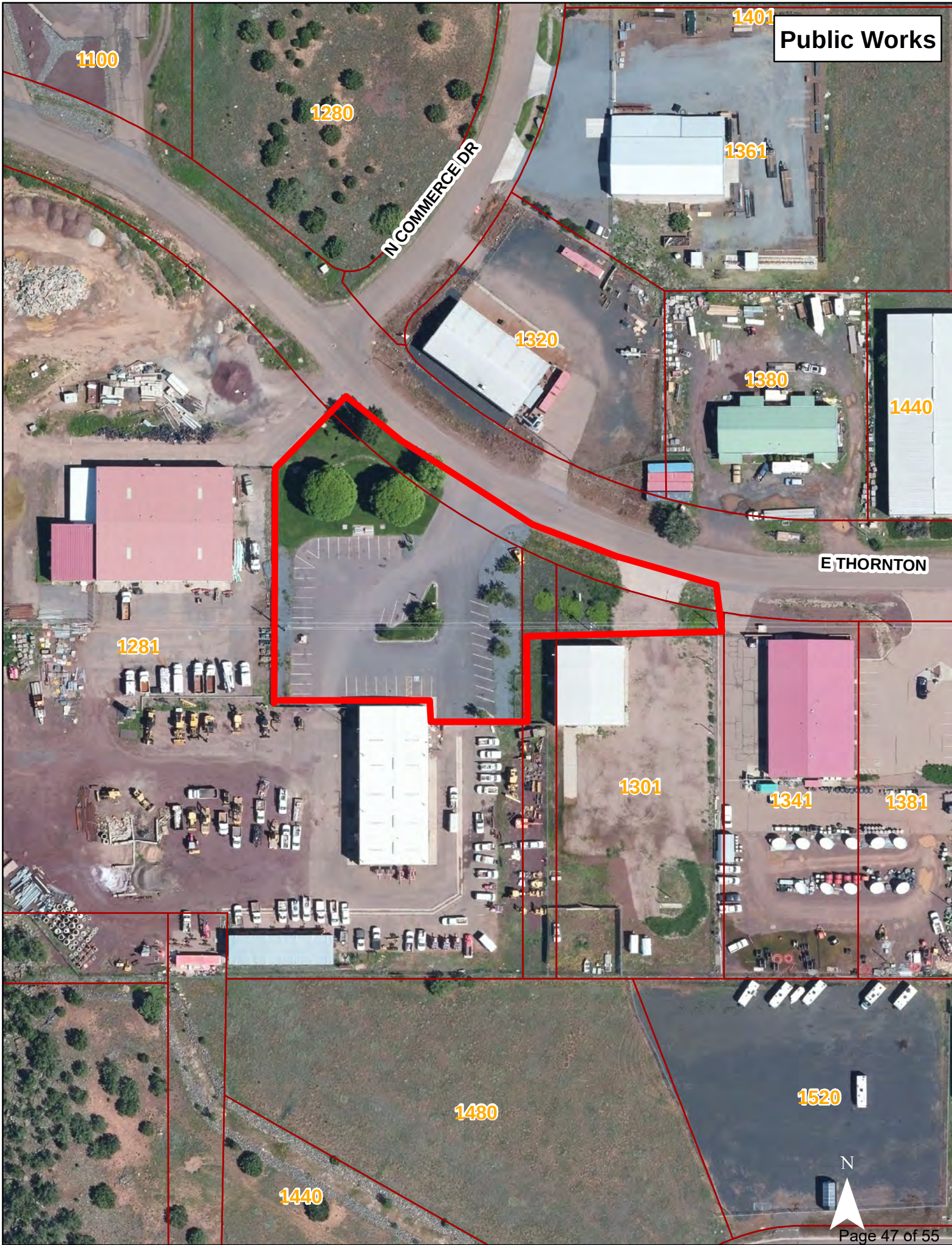
E DEUCE OF CLUBS

N 6TH ST



Public Safety Headquarters





Public Works

E THORNTON

N

Raeland Park

N 6TH DR

N 6TH AVE

N

592

593

580

576

577

562

563

560

561

544

545

544

545

528

529

526

527

512

509

496

497

490

491

480

481

472

473

464

465

454

455

448

449

640

437

700

650



Reidhead House

520

600

640

780

790

800

708

680

E OLD LINDEN RD

E DEUCE OF CLUBS

781

701

641

661

691

260

N



Show Low Senior Center

E MCNEIL

161

280

280

380

281

301

331

361

401

400

401

400

N 401

201

N

Streetscape Planters

800

810

820

902

E DEUCE OF CLUBS

E COOLEY

801A

841

857

861

881

781

N 8TH ST

260

321

261

N

Turn of a Card Sign



**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Contract for City Campus Training Building Remodel Design Build, City of Show Low Project FM-0425 (Bill Kopp)

RECOMMENDATION

I **MOVE** to Award the Pre-Construction Contract for the City Campus Training Building Remodel Design Build, City of Show Low Project FM-0425, in an amount not to exceed \$75,725.00.

BACKGROUND

The City of Show Low solicited Statements of Qualifications from qualified parties for the design and renovation of an existing city building to house the City's recreation department; City Campus Training Building Remodel Design Build, City of Show Low Project FM-0425. The project scope includes design and renovations for a building of approximately 9,050 square feet. The selection process for the design-build team followed A.R.S. Title 34 requirements.

The existing building has a new roof and windows. All the plumbing and electrical will be replaced as part of the project. The building will have offices, cubicles, a break room, restrooms, classrooms, a public foyer, a file storage / copier room and other spaces identified during the programming process. Pre-Construction services shall include Schematic Design, Design Development and Construction Documents based on the preliminary floor plan provided in the Request for Qualifications. The plan set shall be complete with all required building elements included.

This is a qualifications-based selection. A Guaranteed Maximum Price (GMP) will be established in the pre-construction phase of the project and a second contract for construction will be presented to the City Council for approval upon completion of the Pre-Construction phase.

Staff advertised a Request for Qualifications for the project. A single Statement of Qualifications was received from LD&B, LLC. This contractor has completed multiple projects for the City.

Staff recommends awarding the Pre-Construction Contract for City Campus Training Building Remodel Design Build, City of Show Low Project FM-0425 in an amount not to exceed \$75,725.00.

ATTACHMENTS

1. Show Low City Campus Building Design Proposal

FISCAL IMPACT

Anticipated cost: \$75,725.00

Funding source (account no.): City Campus Phase III (22-445-495-7310-2440/4452440)

LD#B, LLC.

PO Box 269 Show Low AZ 85902

Letner Design & Build

www.ld-b.com

Show Low City Campus Training Building Design & Engineering Proposal

City of Show Low
August 28, 2024

Below is a list of items INCLUDED in this Proposal based on the specifications provided the City of Show Low

• Programming	\$12,875.00
• Schematic Design	\$12,325.00
• Design Development	\$25,875.00
• Construction Documents	\$15,350.00
• Fire System and Alarm Design Documents	\$6,500.00
• GMP Development	\$2,800.00

Cost Not to Exceed Total: \$75,725.00

This Proposal is assuming that all work will be performed in a continuous manner. Any deviations from the above estimate will result in a Change Order per mutual agreement between both parties.

If you have any questions, please feel free to contact me at any time.

Respectfully,



Jacob Letner