

SHOW LOW CITY COUNCIL
REGULAR MEETING - TUESDAY, NOVEMBER 19, 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, November 19, 2024, at 7:00 PM in the City Council Chambers, 181 North 9th Street, Show Low, Navajo County, Arizona. The agenda for this meeting is as follows:

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

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

6. **SPECIAL EVENTS:**

A. Presentation by Show Low High School Show Biz Choir

7. **CONSENT CALENDAR:**

- A. Consideration of Acceptance of Old Linden Road Reconstruction, City of Show Low Project No. R-0825 (Shane Hemesath)
- B. Consideration of Approval of Second Amended Final Plat for Silver City at Buffalo Bill's (Justen Tregaskes)
- C. Consideration of Minutes of Show Low City Council meetings:
 1. Regular Meeting of November 5, 2024
 2. Council Retreat of October 23, 2024

8. **NEW BUSINESS:**

- A. Consideration of Award of Construction Contract for Sunken Manhole Repair Project 2024, City of Show Low Project No. S-3025, and Authorization of

Associated Budget Transfers (Shane Hemesath)

- B. Consideration of Award of Professional Services Contract for Business Planning Services for Show Low Business Incubator Project (Steve North)
- C. Consideration of Award of Professional Services Contract for Business Planning Services for Design of Commercial Kitchen for Show Low Business Incubator Project (Steve North)
- D. Consideration of Ordinance No. 2024-11, Manufactured Home Age Restrictions, Amending Chapter 18.05.050 of the Show Low City Code and Adopting Resolution No. R2024-33 Declaring as Public Record that Document Titled "Revisions to Chapter 18.05.050, Mobile/Manufactured Homes, of the Show Low City Code" (Justen Tregaskes)
- E. Consideration of Ordinance No. 2024-10 Amending Chapter 11.35 of the Show Low City Code by Adding Section 11.35.070 "Smoking Prohibited in City Parks and Public Outdoor Spaces," and Adopting Resolution No. R2024-32 Declaring as Public Record that Document Titled "Revisions to Chapter 11.35, Parks and Recreation, of the Show Low City Code" (Jay Brimhall)
- F. Consideration of Award of Public Affairs Consulting Services Agreement (Morgan Brown)

9. **SUMMARY OF CURRENT EVENTS:**

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

10. **SCHEDULE OF MEETINGS:**

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

11. **EXECUTIVE SESSION:**

- A. Confidentiality Statement
- B. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of a public officer, appointee, or employee of any public body. Pursuant to A.R.S. Section 38-431.03(A)(1)

(1) Annual Evaluation of City Magistrate

- C. 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) Portion of A.P. No. 210-03-034N

- D. Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation pursuant to A.R.S. Sections 38-431.03(A)(4).

(1) Memorandum of Understanding with White Mountain Advisory Group

- E. 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 September 3, 2024

(2) Executive Session Minutes of September 17, 2024

12. 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 Appointment of City Magistrate and Approve Employment Agreement

(2) Consideration of Approval of the Minutes of the Executive Session of the Show Low City Council Held on September 3 and September 17, 2024

13. ADJOURNMENT:

SCHEDULED MEETINGS/EVENTS:

DATE	TIME	EVENT NAME
11/19/2024	7:00 PM	CITY COUNCIL - REGULAR MEETING
11/26/2024	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.

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 Friday, November 15, 2024.

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Acceptance of Old Linden Road Reconstruction, City of Show Low Project No. R-0825 (Shane Hemesath)

RECOMMENDATION

I **MOVE** to accept the Old Linden Road Reconstruction, City of Show Low Project No. R-0825 completed by W. W. Clyde and Co. at a final cost of \$480,061.72, release the retainage and initiate the two-year warranty.

BACKGROUND

At the September 3rd, 2024, City Council meeting, a construction contract was awarded to W. W. Clyde and Co. for a cost not to exceed \$518,505.00 to complete the Old Linden Road Reconstruction Project. The scope of work included 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 was also reconstructed. The work included the removal of approximately 8,700 square yards of existing asphalt roadway, subgrade preparation and compaction, reshaping the roadway grade, installing new 4-inch asphalt pavement overlay, re-establishing roadway markings, and adjusting water valves and manholes.

The improvements to Old Linden Road have been completed for a final cost of \$480,061.72.

Staff recommends accepting the Old Linden Road Reconstruction, City of Show Low Project No. R-0825, completed by W. W. Clyde and Co. at a final cost of \$480,061.72, releasing the retainage and initiating the two-year warranty.

ATTACHMENTS

1. Old Linden Road Aerial Map

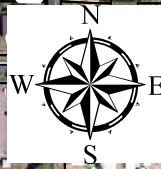
FISCAL IMPACT

Final cost: \$480,061.72

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



SUBJECT PROPERTY



**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Approval of Second Amended Final Plat for Silver City at Buffalo Bill's (Justen Tregaskes)

RECOMMENDATION

I **MOVE** to approve the Second Amended Final Plat for Silver City at Buffalo Bill's and authorize the Mayor to sign the associated documents.

BACKGROUND

At its regular meeting on June 7, 2022, the City Council approved the final plat for Silver City at Buffalo Bill's. This development consisted of a chapel, barn, and eight two-story residential units with three bedrooms, two baths, and a two-car garage underneath. An amended plat was approved by the Council on September 19, 2023. The proposed development is zoned C-2 (General Commercial).

The amended plat is consistent with what was previously approved, with the addition of two additional residential lots and three garages on a portion of what was previously Lot 5. The remainder of Lot 5 is designated as Tract AA, which is dedicated for use as common area, vehicular and pedestrian ingress and egress, parking, walkways, open space, landscaping, public and/or private utilities and drainage. All items as previously approved remain in place, the gross area of the amended final plat is the same size as the original final plat at approximately 1.24 acres. Lot sizes for the two proposed lots are 1,237 square feet and 1,750 square feet respectively. Tracts A1 through A5 consist of 20,793 square feet of common area, ingress/egress, open space, and private drainage. Parking areas and driveways will be owned and maintained by the Property Owner's Associations.

Staff has reviewed the final plat and improvement plans and found that all City Code requirements have been met.

ATTACHMENTS

1. 602-01-52C - APPLICATION
2. 602-01-52C - 2ND AMENDED FINAL PLAT - SILVER CITY @ BUFFALO BILLS
3. 602-01-52B- AMENDED FP- SUBJECT PROPERTY MAPS

FISCAL IMPACT

N/A



City of Show Low Planning & Zoning

180 N. 9th Street, Show Low, AZ 85901
(928) 532-4040

PAID

OCT 24 2024

Final Plat Application

(Filing Fee: see page 3)

For Office Use Only

Date received: 10-24-24
Time received: 1545 AM/PM
Received by: AL

Title 17.15.050 of the Land Development Ordinance

Please complete this application after a review of the referenced section of the Land Development Ordinance. Incomplete applications will not be considered accepted and may delay consideration of your project by the Planning and Zoning Commission. If you have questions regarding the process or requirements, please contact the Planning and Zoning Department at (928) 532-4042.

OWNER INFORMATION

Name: Scott Martinson
Address: 5 N. Bison Preserve
Street Address
Show Low, AZ 85901
City State ZIP Code
Phone: 480-276-6428 Email: SM.Cambric@gmail.com

APPLICANT INFORMATION (If different)

Name: _____
Address: _____
Street Address Apartment/Unit#

City State ZIP Code
Phone: _____ Email: _____

PROPERTY INFORMATION

Address of Property: 400 N. Clark Rd Parcel Number: _____
Legal Description of Property: See attached Amended Plat

PROPOSAL

Name of proposed subdivision: Silver City @ Buffalo Bill's Number of proposed lots: 2
Current Zoning Classification: C-2 Is a zone change proposed or required? ☐ Yes ☒ No
Provide a brief description of the proposed land development: Provide 2 Resort Villa Pads
3 - Garages

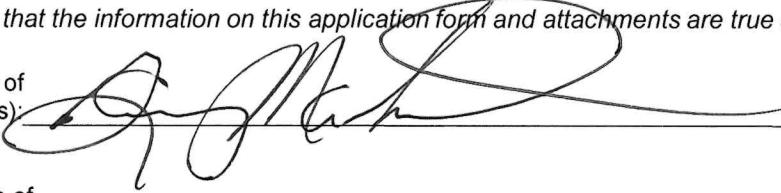
AUTHORIZED REPRESENTATIVES

PLEASE NOTE: In accordance with City Code, Title 19.15.010 D and E, you or your authorized representative must be present at all Planning and Zoning and/or City Council hearings or public meetings regarding this application. Below please list any person(s) authorized to represent you during this application process. Representations made during those meetings or hearings and designated in the record shall be deemed conditions of approval.

CERTIFICATION

I certify that the information on this application form and attachments are true and correct to the best of my knowledge.

Signature of
Owner(s):



Date:

10/24/24

Signature of
Owner(s):

Date:

Signature of
Applicant:

Date:

Waiver of Claims Under Arizona Revised Statutes § 12-1134

I, Garry Martinson, the owner of the property described as A.P.N. Sierra City, Bill Show Low, Arizona, hereby waive any and all claims for diminution in value to my property which may arise under A.R.S. § 12-1134 as a result of my request and application for a FINAL PLAT. Further, I agree to defend, indemnify and hold harmless the City of Show Low, its officers, employees, and agents from and against any and all such claims for diminution in value to my property as defined in A.R.S. § 12-1134 arising out of my application or request for the applicable land use action as described above.

DATED this 29 day of Aug, 2024


Signature of Property Owner

STATE OF ARIZONA)

) ss.

County of Navajo)

SUBSCRIBED AND SWORN before me this 29th day of August, 2024

by Garry Martinson

Name of Signer



Notary Public

[Notary Seal]



PRELIMINARY PLAT CONDITIONS

Have you reviewed the conditions of the preliminary plat approval? ☐ Yes ☐ No

Is a copy of the conditions of the preliminary plat approval attached? ☐ Yes ☐ No

SUBMITTAL CHECKLIST *(Please ensure that your submittal is complete in order to avoid delays)*

Please be aware that your final plat will not be placed on the agenda until applicable information has been received and improvement plans have been approved and all other requirements are satisfied.

- ☐ Final Plat application fee (see page 3 for fee schedule).
- ☐ A final copy of the protective covenants and restrictions (CC&R's) for the subdivision.
- ☐ Assurances: In order to ensure proper installation of subdivision improvements, the sub-divider shall designate the type of assurance in a form and method acceptable to the City Attorney and approved by City Council in conjunction with a review of the Final Plat.
- ☐ A waiver of any and all claims for diminution in fair market value as defined by A.R.S. § 12-1134 arising out of the application.
- ☐ A certificate or letter from each utility company providing service to the area indicating approval of the method of the proposed utility installations and confirming the availability of services.
- ☐ An Arizona Department of Transportation access permit, where required.
- ☐ If not already completed in Stage III, an Infrastructure Improvement Agreement (IIA) shall be consummated between the developer and the city. During this process, an IIA payment shall be presented to the planning and zoning director prior to scheduling the items for review by the city council.
- ☐ A completion date for the construction of the improvements shall be declared and notice given to the director, which date shall be approved by the city council. The completion date for the improvements shall not exceed two (2) years from the date of such approval. Failure to complete the improvements by the completion date may cause the forfeiture of the assurances described hereafter, in subsection (B)(12) of this section.
- ☐ A final plat, in recordable form, on disk in digital format compatible with the City of Show Low computer database to facilitate the inclusion of the final plat into the city parcel database. Typically, the form of these files will be in DXF, DWG or other similar industry standards digital file developed in AutoCAD R13 or greater.
- ☐ (1) One (1) half-scale copy of the final plat sized eleven (11) inches by seventeen (17) inches and six (6) full-scale copies sized twenty-four (24) inches by thirty-six (36) inches (**please call to confirm actual number of copies desired**), with the scale not to exceed one hundred (100) feet to one (1) inch. If more than two (2) sheets are required for the drafting of the final plat, an index sheet of the same dimensions illustrating the layout of the entire subdivision shall be shown.
- ☐ Identification and Descriptive Data.
 - North arrow, scale, and date.
 - A title which includes the name of the subdivision and its location by section, township, range and county.
 - Name, address, registration number, and valid seal of the registered land surveyor preparing the plat.
- ☐ Survey Data.
 - Subdivision boundary lines and corners, together with courses and distances and all curve or angle data. Subdivision corners must be shown and must close on the ground within 0.05 foot per one hundred (100) feet; other monuments, lot corners, and other survey points must also be described and located. One (1) tie must be made by true course and distance to a GLO corner, or, if none exists, to a corner of common acceptance. Proposed subdivisions adjacent to existing subdivisions must tie to the corners of the existing subdivisions. Adjoining property must be identified by subdivision name, or if unsubdivided, and Forest Service lands noted. All connecting streets, private and public and Forest Service roads must be shown and named.

- Name, courses, length and width of all public streets and street cross sections; radii, points of tangency, and central angles of all curvilinear streets; radii of all rounded street line intersections; location, dimensions, bearings, radii, arcs, and central angles of all sites to be dedicated to the public; and a statement noting that the streets dedicated on the plat will not be accepted for city maintenance until they are brought up to minimum city standards.
- A registered professional land surveyor must certify that all lots are staked, or will be staked within six (6) months.
- Existing Conditions Data.
 - Utility easements intended to remain on the property: The notation as described in Section [17.15.050\(A\)\(3\)](#) shall be on the final plat.
 - Drainage easements intended to remain on the property, with the following notation:
 - Natural, unimpeded flow is preferred in all drainage ways, wherever practical. No structure of any kind may be constructed or placed, nor may any vegetation be planted nor be allowed to grow within, on or over any drainage easement which would obstruct or divert the flow of storm water. The city may construct and/or maintain drainage facilities on or under the land in any drainage easement.
- Descriptive Data Required.
 - Name, right-of-way lines, courses, lengths, width of all public streets, crosswalks, and utility easements; radii, points of tangency and central angles of all curvilinear streets and rounded street line intersections.
 - Utility easements needed in conjunction with the new plat to include the notation as cited in Section [17.15.050\(A\)\(3\)](#).
 - All drainage ways shall be shown on the plat. The rights-of-way or easements for all major drainage ways, as designated by the public works director, shall be dedicated to the public.
 - Location and dimension of all residential lots, including identification of each lot by number and size of each lot, total number of lots and average and minimum lot sizes.
 - All residential lots shall be numbered by consecutive numbers throughout the plat. "Exception," "tracts," and parks shall be so designated, lettered or named and clearly dimensioned.
 - Locations, dimensions, bearings, radii, arcs, and central angles of all sites to be dedicated to the public with the use clearly indicated.
 - Location of all adjoining subdivisions with date, map and page number of recordation noted, or, if unrecorded or unrecorded or unrecorded, so marked.

APPLICATION TIMELINE *(Final Plat)*

- 1) **The Director of Planning and Zoning shall confirm whether your application is complete within five (5) working days of receipt.**
- 2) **City Council shall consider the final plat at a regularly scheduled meeting no sooner than 21 days after confirmation of complete application submission. The final plat will not be placed on the agenda until the improvement plans have been approved and all other requirements are satisfied.**
- 3) **Recordation - Upon receipt of the required assurances, and proof of adequate water supply, the applicant will provide the City with three (3) copies of the approved final plat drawn in permanent ink on Mylar approximately 4 mil in thickness, the final plat recorded and provide a recorded copy of the plat to the applicant.**

FINAL PLAT & DEVELOPMENT PLAN FEE SCHEDULE *(Per resolution No. 2012-01)*

# Proposed Lots or Units	Flat Fee
1-25	\$150.00
26-50	\$250.00
51 and over	\$400.00
Amended/Revised	\$250.00

2ND AMENDED FINAL PLAT
FOR
SILVER CITY AT BUFFALO BILL'S
LOCATED IN THE NE 1/4 OF SECTION 23, TOWNSHIP 10 NORTH, RANGE 21 EAST, GILA & SALT RIVER BASE & MERIDIAN
CITY OF SHOW LOW, NAVAJO COUNTY, ARIZONA



PROJECT LOCATION: Show Low, Arizona
CLIENT INFORMATION: Bison Homes, LLC
PO Box 217
Show Low, AZ 85902

PROJECT NO: 180199-20002
CLIENT PROJECT NO:

PROJECT NOTES:

LAND DESCRIPTION

A PORTION OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 10 NORTH, RANGE 21 EAST OF THE GILA AND SALT RIVER BASE AND MERIDIAN, CITY OF SHOW LOW, NAVAJO COUNTY, ARIZONA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 26 OF FAIRWAY PARK CENTER, AS RECORDED IN BOOK 12 OF PLATS, PAGE 45, NAVAJO COUNTY RECORDER'S OFFICE, AND A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF WEST COOLEY STREET (SHOWN AS CEDAR PARKWAY ON SAID SUBDIVISION PLAT), MONUMENTED BY A REBAR WITH ALUMINUM CAP STAMPED L.S. 7334, FROM WHICH THE NORTH 1/4 CORNER OF SAID SECTION 23, MONUMENTED BY A NAVAJO COUNTY BRASS CAP, BEARS NORTH 08° 17' 18" WEST, A DISTANCE OF 1108.57 FEET;

THENCE, ALONG SAID SOUTHERLY RIGHT-OF-WAY, SOUTH 89° 08' 26" EAST, A DISTANCE OF 22.12 FEET TO A POINT OF NON-TANGENT CURVATURE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 189.33 FEET AND CENTRAL ANGLE OF 45° 36' 41", MONUMENTED BY A REBAR WITH WIRED TAG STAMPED L.S. 8418, THENCE, CONTINUING ALONG SAID SOUTHERLY RIGHT-OF-WAY, NORTHEASTERLY ALONG SAID CURVE, A DISTANCE OF 150.72 FEET (CH: BEARING = NORTH 66° 42' 36" EAST, DISTANCE = 146.77 FEET), TO THE MOST WESTERLY CORNER OF NAVAJO COUNTY ASSESSOR'S PARCEL NUMBER 309-52-029 AND THE MOST NORTHERLY CORNER OF BUFFALO BILL'S RESORT VILLAS, AS RECORDED IN FEE NUMBER 2022-11477, NAVAJO COUNTY RECORDER'S OFFICE, MONUMENTED BY A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631, THENCE, ALONG THE MOST WESTERLY LINE OF SAID PARCEL NUMBER 309-52-029 AND THE EASTERLY LINE OF SAID RESORT VILLAS, SOUTH 47° 53' 58" EAST, A DISTANCE OF 124.40 FEET TO THE MOST SOUTHERLY CORNER OF SAID PARCEL NUMBER 309-52-029 AND THE MOST WESTERLY CORNER OF PARCEL "C" AS SHOWN ON RECORD OF SURVEY, FEE NUMBER 2022-04239, NAVAJO COUNTY RECORDER'S OFFICE, MONUMENTED BY A REBAR WITH ALUMINUM CAP STAMPED L.S. 7334, THENCE, CONTINUING ALONG THE EASTERLY LINE OF SAID RESORT VILLAS AND ALONG THE WESTERLY LINE OF SAID PARCEL "C", SOUTH 39° 16' 17" EAST, A DISTANCE OF 18.76 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631, THENCE, CONTINUING ALONG THE EASTERLY LINE OF SAID RESORT VILLAS AND THE WESTERLY LINE OF SAID PARCEL "C", SOUTH 52° 51' 18" EAST, A DISTANCE OF 32.50 FEET TO THE MOST NORTHERLY CORNER OF THE PARCEL HEREIN DESCRIBED, MONUMENTED BY A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631, AND THE POINT OF BEGINNING;

THENCE, CONTINUING ALONG THE EASTERLY LINE OF SAID RESORT VILLAS, SOUTH 37° 08' 42" WEST, A DISTANCE OF 59.81 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, CONTINUING ALONG THE EASTERLY LINE OF SAID RESORT VILLAS, SOUTH 24° 13' 15" EAST, A DISTANCE OF 278.51 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, CONTINUING ALONG THE EASTERLY LINE OF SAID RESORT VILLAS, SOUTH 65° 46' 45" WEST, A DISTANCE OF 14.50 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, CONTINUING ALONG THE EASTERLY LINE OF SAID RESORT VILLAS, SOUTH 15° 25' 22" WEST, A DISTANCE OF 29.85 FEET TO A POINT ON THE NORTHERLY LINE OF LOT 98 OF TRAILHEAD AT TORREON, AS RECORDED IN BOOK 20 OF PLATS, PAGE 30, NAVAJO COUNTY RECORDER'S OFFICE, MONUMENTED BY A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, ALONG THE NORTHERLY LINE OF SAID LOT 98 AND SAID TRAILHEAD AT TORREON, SOUTH 74° 34' 38" EAST, A DISTANCE OF 113.45 FEET TO THE NORTHEAST CORNER OF SAID LOT 98 AND THE SOUTHWESTERLY CORNER OF TRACT F OF SAID TRAILHEAD AT TORREON, MONUMENTED BY A REBAR WITH PLASTIC CAP STAMPED L.S. 15888;

THENCE, ALONG THE WESTERLY LINE OF SAID TRACT F, NORTH 38° 08' 42" EAST, A DISTANCE OF 150.35 FEET TO THE MOST SOUTHERLY POINT OF SAID PARCEL "C", MONUMENTED BY A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, ALONG THE WESTERLY LINE OF SAID PARCEL "C", NORTH 24° 14' 57" WEST, A DISTANCE OF 23.64 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, CONTINUING ALONG THE WESTERLY LINE OF SAID PARCEL "C", NORTH 69° 13' 15" WEST, A DISTANCE OF 21.21 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, CONTINUING ALONG THE WESTERLY LINE OF SAID PARCEL "C", NORTH 24° 13' 15" WEST, A DISTANCE OF 132.60 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, CONTINUING ALONG THE WESTERLY LINE OF SAID PARCEL "C", NORTH 84° 33' 12" WEST, A DISTANCE OF 42.41 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631;

THENCE, CONTINUING ALONG THE WESTERLY LINE OF SAID PARCEL "C", NORTH 54° 40' 32" WEST, A DISTANCE OF 163.08 FEET TO A REBAR WITH ALUMINUM CAP STAMPED L.S. 66631 AND THE POINT OF BEGINNING.

SAID PARCEL OF LAND CONTAINS 1.24 ACRES, MORE OR LESS.

DEDICATION:

STATE OF ARIZONA }
COUNTY OF NAVAJO }

Bison Homes, LLC, an Arizona limited liability company, as owner, has subdivided in the name of SILVER CITY AT BUFFALO BILL'S, a portion of the Northwest 1/4 of Section 14, Township 10 North, Range 21 East, of the Gila and Salt River Base and Meridian, Navajo County, Arizona, as shown on the plat hereon, and hereby publishes this plat as and for the plat of said "SILVER CITY AT BUFFALO BILL'S" and hereby declares that said plat sets forth the location and gives the dimensions of all lots, garages, and tracts constituting same, and that each lot, garages, and tract shall be known by the number, letter or name given to each respectively on said plat. As soon as practicable following the recordation of this plat, certain of the lots, garages, and certain of the common area tracts within this subdivision shall be subjected to a Declaration of Covenants, Conditions and Restrictions for Silver City at Buffalo Bill's by recordation thereof, and certain of the common area tracts of this subdivision shall be deeded to Silver City at Buffalo Bill's Owners Association, an Arizona nonprofit corporation, which shall assume ownership and maintenance of said common area tracts and which shall otherwise govern and administer SILVER CITY AT BUFFALO BILL'S.

Tracts "A1", "A2", "A3", "A4", "A5", and AA are hereby dedicated for use as common area, vehicular and pedestrian ingress & egress, parking, walkways, open space, landscaping, public and/or private utilities and drainage.

Tracts "A1", "A2", "A3", "A4", "A5", and AA are not dedicated to the public for its use except for public and/or private utilities, refuse collection, emergency vehicles, governmental service type vehicles and drainage, easements for which are hereby provided over said Tracts. The foregoing easements shall include the right for the utility companies and the City of Show Low to use subdivision common area for ingress, egress, installation, replacement, repair, maintenance and operation of all utilities. Said easements shall in no way affect any other recorded easements on said premises. Other easements shown platted hereon, if any, are hereby dedicated for the purposes shown. Tracts "A1", "A2", "A3", "A4", "A5", and AA remain subject to such further uses or restrictions as may be provided by Silver City at Buffalo Bill's Owners Association, an Arizona nonprofit corporation.

IN WITNESS WHEREOF:

Bison Homes, LLC, an Arizona limited liability company, as owner, has hereunto caused its name to be affixed and the same to be attested by the signature of the undersigned officer thereunto duly authorized this _____ day of _____, 2024.

Bison Homes, LLC,
an Arizona limited liability company

With the consent of
Silver City at Buffalo Bill's Owners Association

With the consent of
Silver City AZ, LLC
an Arizona limited liability company

By: _____
Gary Martinson, Manager

By: _____
Gary Martinson, President

By: _____
Scott Martinson, Manager

ACKNOWLEDGMENT:

STATE OF ARIZONA }
COUNTY OF NAVAJO }

This instrument was acknowledged before me this _____ day of _____, 2024,
by Gary Martinson, in the capacities so indicated, on behalf of said entity.

Notary Public _____

My Commission Expires: _____

ACKNOWLEDGMENT:

STATE OF ARIZONA }
COUNTY OF NAVAJO }

This instrument was acknowledged before me this _____ day of _____, 2024,
by Scott Martinson as the manager of Silver City AZ, LLC, an Arizona limited liability company, on behalf of said entity.

Notary Public _____

My Commission Expires: _____

OWNER / DEVELOPER

BISON HOMES, LLC
An Arizona LLC

By: Gary Martinson, Manager Date _____

APPROVALS:

This Plat is Approved by the Show Low City Council

on this _____ day of _____, 20____.

Mayor _____

Attest: _____
Clerk

By: _____

BASIS OF BEARINGS:

The basis of bearings was established by GPS observations and is grid north. Distances are ground scale measurements

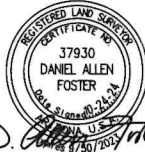
SURVEYOR'S CERTIFICATION:

I hereby certify this plat and the survey on which it is based was performed in the field under my direct supervision; and the information contained hereon is true and correct to the best of my knowledge and belief.

D. Allen Foster

Date: 10-24-2024

1 of 3



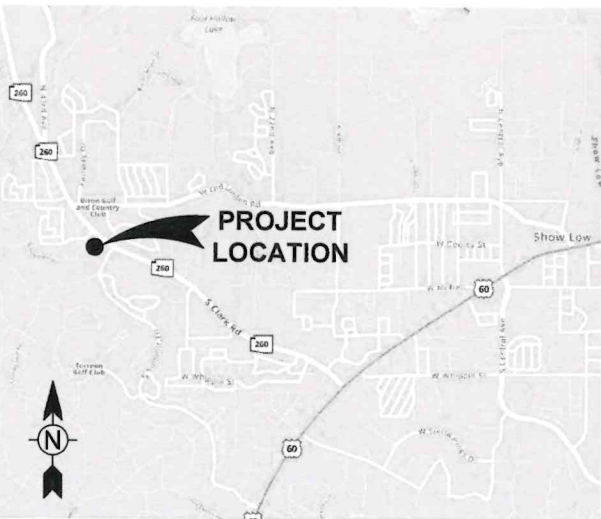
ISSUED:

Painted Sky Engineering and Surveying, LLC

176 N. Main Street
Snowflake, AZ 85937
Ph: (928) 537-7218

<http://www.paintedskeyes.com>

VICINITY MAP:



SITE DATA

Gross Area of Project = 1.24 Ac
Total No. of Dwelling Units = 12
Gross Acre/DU = 0.10 AC
Average Lot Size = 807 SF
Minimum Lot Size = 469 SF

Tracts A1, A2, A3, A4, A5, and AA - Common Area,
Vehicular and Pedestrian Ingress & Egress, Parking,
Walkways, Open Space, Landscaping, Public and/or
Private Utilities and Drainage. = 0.49 Ac (21,344 SF)

DEVELOPMENT PHASING

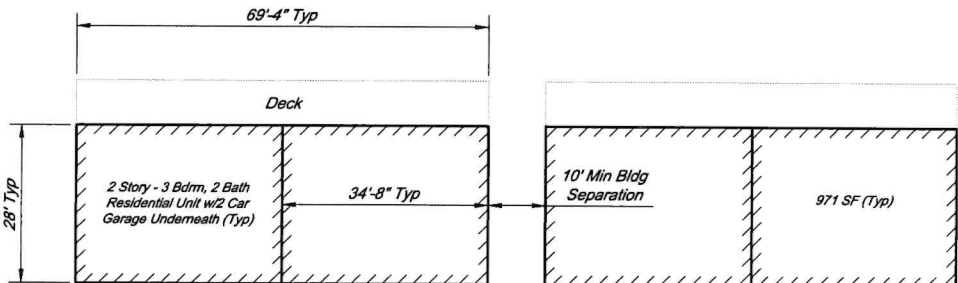
The project will be developed in one phase.

FLOOD ZONE

Based on F.I.R.M. panel number 04017C4489E, Navajo County,
Arizona and Incorporated Areas.
Dated: September 28, 2008
ZONE X, Area of minimal flood hazard

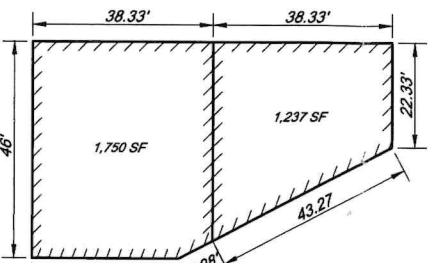
NOTES

- Construction within easements, except by public agencies and utility companies, shall be limited to utilities and wood, wire or removable section type fencing and/or plantings or turf. It is understood that the utility companies will not be required to replace any obstructions or plantings that must be removed during the course of maintenance, construction, or reconstruction within any utility easement.
- Natural, unimpeded flow is preferred in all drainage ways, wherever practical. No structure of any kind may be constructed or placed, nor may any vegetation be planted nor be allowed to grow within, on or over any drainage easement which would obstruct or divert the flow of storm water. The City may construct and/or maintain drainage facilities on or under the land in any drainage easement.
- The Silver City at Buffalo Bill's Owners Association shall be responsible for the maintenance of sewer service lines from the sewer main to the building it serves.
- Revised Lot 5 area, creating 2 additional lots and 3 new garages.



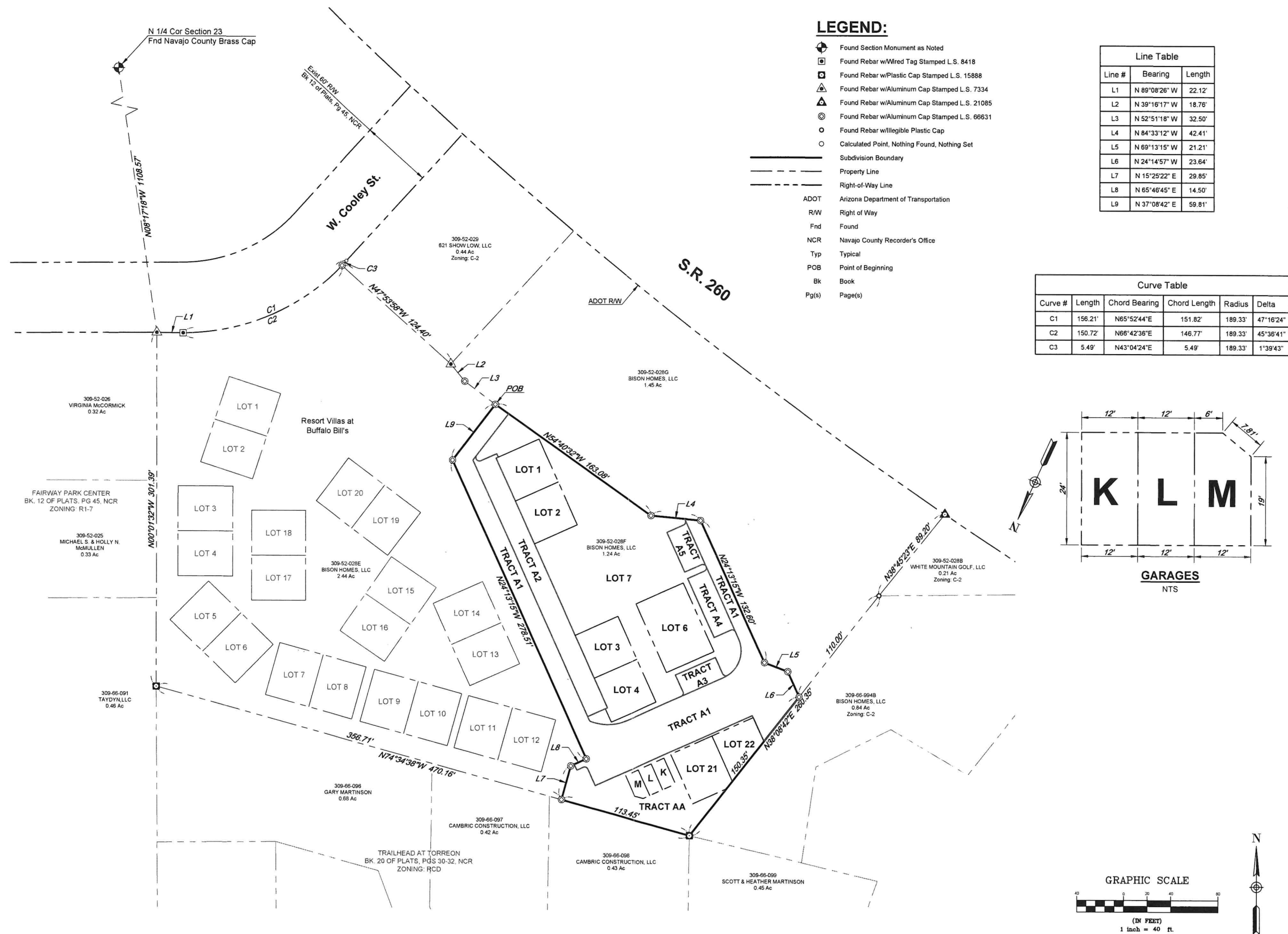
TYPICAL RESIDENTIAL UNIT

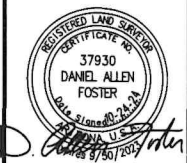
NTS



AMENDED RESIDENTIAL UNIT

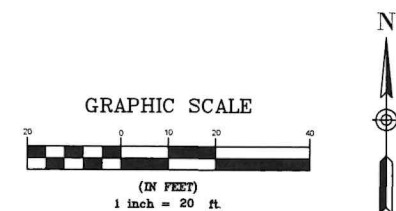
NTS





Line Table		
Line #	Bearing	Length
L4	N 84°33'12" W	42.41'
L5	N 69°13'15" W	21.21'
L6	N 24°14'57" W	23.6'
L7	N 15°25'22" E	29.85'
L8	N 65°46'45" E	14.50'
L10	N 54°40'32" W	13.73'
L11	N 37°08'42" E	5.05'
L12	N 65°46'45" E	14.63'
L13	N 24°13'15" W	3.17'
L14	N 65°46'45" E	2.00'
L15	N 65°46'45" E	18.50'
L16	N 24°13'15" W	2.99'
L17	N 24°13'15" W	15.50'
L18	N 24°13'15" W	15.22'
L19	N 24°13'15" W	6.39'
L20	N 65°46'45" E	15.50'
L21	N 65°46'45" E	15.50'
L22	N 65°46'45" E	15.50'
L23	N 65°46'45" E	15.50'
L24	S 84°33'12" E	13.72'
L25	N 24°14'57" W	1.70'
L26	N 24°13'15" W	5.44'
L27	N 65°46'45" E	6.00'
L28	N 24°13'15" W	15.50'
L28	N 65°46'45" E	2.00'
L29	N 24°13'15" W	12.50'
L30	N 34°38'05" W	0.91'
L31	N 65°46'45" E	38.00'

Curve Table					
Curve #	Length	Chord Bearing	Chord Length	Radius	Delta
C1	7.93'	N38°32'17"W	5.81'	3.00'	151°21'57"
C2	2.38'	N46°47'32"W	2.31'	3.00'	45°21'58"
C3	31.24'	N88°09'07"E	30.45'	40.00'	44°44'44"
C4	4.73'	N20°54'11"E	4.25'	3.00'	90°14'54"
C5	3.99'	N61°12'08"E	3.99'	25.00'	9°09'14"
C6	5.19'	N73°47'54"W	4.57'	3.00'	99°09'12"
C7	39.27'	N20°46'45"E	35.36'	25.00'	90°00'00"
C8	4.71'	N69°13'15"W	4.24'	3.00'	90°00'00"
C9	9.42'	N24°13'13"W	6.00'	3.00'	179°59'56"
C10	5.26'	N15°34'20"E	4.61'	3.00'	100°24'50"
C11	0.55'	N29°26'11"W	0.54'	3.01'	10°23'12"
C12	4.71'	N69°13'15"W	4.24'	3.00'	90°00'00"



Silver City at Buffalo Bill's

2ND AMENDED
FINAL PLAT

Project No.:	180199-21001
Designed By:	JRM
Drawn By:	JRM
Checked By:	DLB

FP-3

Bar Measures 1 inch





Subject Property:
A.P.N. 309-52-028F

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL
HELD ON TUESDAY, NOVEMBER 5, 2024, AT 7:00 PM IN THE CITY COUNCIL
CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY,
ARIZONA**

1. Call to Order.

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

2. Roll Call.

COUNCIL MEMBERS PRESENT: Vice Mayor Kakavas, Councilman Adams, Councilman Clark, Councilman Judd, and Councilman Whipple.

COUNCIL MEMBERS ABSENT: Mayor Leech and Councilman Hatch.

STAFF MEMBERS PRESENT: F. Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Brad Provost, Police Chief; Shane Hemesath, City Engineer; Jacob Allen, Airport Manager; Rick Austin, Public Works Operations Manager; Grace Payne, Communications Manager; and Rachael Hall, City Clerk.

GUESTS: Jack Latham, Lori Sweat, Rich and Syndey Fox, Laura Wren, Steve and Karen Slaton, Mike and Debbie Allsop, Doug Roberts, Greg and Sheldean Cluff and others.

3. Invocation.

Dallin Adams gave the invocation.

4. Pledge of Allegiance.

Jayden Waite 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.

Laura Wren, 580 East Deuce of Clubs, shared concerns regarding illegal aliens in Show Low.

Karen Slaton, 580 East Deuce of Clubs, shared concerns regarding illegal immigrants in Show Low.

Steve Slaton, 580 East Deuce of Clubs, shared concerns regarding illegal immigrants in Show Low.

6. **SPECIAL EVENTS:**

A. Recognition of Appreciation for Past Council Member Mike Allsop

Vice Mayor Kakavas said Mr. Allsop cared deeply about the City of Show Low and said he volunteered to help the community in many ways.

Vice Mayor Kakavas said during Mr. Allsop's time on the Show Low City Council, the City Council approved Wastewater Treatment Plant, the construction of a new library and council chambers, new police and dispatch buildings, the Inclusive Playground and Splash Pad, and the purchase and development of the Show Low Meadow property; just to name a few. He also was instrumental in the foundation of Student Government Day.

The Council presented Mr. Allsop with a plaque and replica of the City's bronze card game monument and thanked him for his service to the community.

Mike Allsop thanked his wife for her support during his community service. He thanked those who had served with him on the current and previous Councils.

B. Recognition of Citizen's Academy Graduates

Ms. Payne gave a brief description of the Citizen's Academy and said it was a program to engage local citizens to learn more about the local government.

Vice Mayor Kakavas recognized each graduate and presented them with a certificate. The first Citizen's Academy included the following citizens: Angie Dalessandri, Michael Dalessandri, Shawn Elaine Anderson, Park Anderson, Doug Roberts, and Stacy Williamsom.

Mr. Anderson thanked the City for this learning opportunity and said he enjoyed it.

Ms. Dalessandri said her and her husband moved back up to the area about five years ago and wanted to learn more about the City and decided to

participate in this event. She said they learned a lot and were proud to call Show Low their home.

Mr. Roberts thanked the City for this Academy and encouraged others to participate.

Ms. Anderson said they moved here from Phoenix and were excited to live in Show Low. She thanked the City for this program.

C. Presentation Regarding League of Arizona Cities and Towns Conference by Show Low High School's Youth Delegation

Max Freund said student representatives who attended the League of Arizona Cities and Towns annual conference would summarize what they learned during the conference.

Dallin Adams said there was a Parade of Flags during the Conference that represented each city and town. He also talked about being able to network with other Council members and students.

Lenora Benier said one session was Advocacy and Influence 101, which talked about effective advocacy, the importance of involvement, and finding causes that students cared about. Ms. Benier said they also attended a Mayor's Panel, which discussed increasing youth involvement, understanding public issues, and proper project fulfillment.

Jayden Waite shared being able to network with other students from other cities and seeing how they were getting involved with their city governments. He said it was a positive experience attending the Conference.

7. **CONSENT CALENDAR:**

- A. Consideration of Authorization to Purchase Ventrac Sidewalk Cleaning Machine with Attachments and Authorization of Associated Budget Transfers (Rick Austin)
- B. Consideration of Authorization to Purchase Case 586H Forklift and Authorization of Associated Budget Transfers (Rick Austin)
- C. Consideration of Acceptance of Senior Field Bleachers Rehab, City of Show Low Project No. FM-0824 (Rick Austin)
- D. Consideration of Acceptance for East Cooley Roadway Improvements, City of Show Low Project No. R-3323 (Shane Hemesath)
- E. Consideration of Acceptance of Manhole Replacement Job Order Contract

No. 1, City of Show Low Project No. S-4924 JOC No.1 (Shane Hemesath)

F. Consideration of Noncommercial Ground Lease with D'Plane LLC and Termination of Lease with Will and Sarah Ferguson at Show Low Regional Airport (Jacob Allen)

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

1. Regular Meeting of October 15, 2024

COUNCILMAN CLARK MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN WHIPPLE; PASSED 5 TO 0 WITH VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

8. **NEW BUSINESS:**

A. Consideration of Award of Construction Contract for Show Low Lake Campground Restroom, City of Show Low Project No. FM-3125 (Rick Austin)

Mr. Austin said the City of Show Low 2024 Budget included funding for the construction of a new public restroom at Show Low Lake. This restroom would be located at the Spillway Campground. The work included, but was not necessarily limited to, the construction of a restroom facility that would include three ADA-accessible restrooms in a single building. There would be 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.

Mr. Austin said staff solicited bids from contractors to construct the building. The request for bids was based on previously approved plans prepared by City staff and the building would be a duplicate of the recently constructed restrooms at the City Campus. City personnel would extend water, sewer, and power utilities to the building location. The project was publicly advertised per statutory requirements, and two bids were received. The bid result followed:

<u>Contractor</u>	<u>Total Bid</u>
LD&B LLC	\$138,400.00
Mills Design Group LLC	\$188,600.00

Mr. Austin said staff recommended awarding the construction contract for Show Low Lake Campground Restroom, City of Show Low Project No. FM-3125 to LD&B LLC in an amount not to exceed \$138,400.00.

Councilman Judd asked how long it would take to construct the restrooms. Mr. Austin said it would take two to three months to construct the restrooms.

COUNCILMAN JUDD MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR SHOW LOW LAKE CAMPGROUND RESTROOM, CITY OF SHOW LOW PROJECT NO. FM-3125, TO LD&B LLC IN AN AMOUNT NOT TO EXCEED \$138,400.00; SECONDED BY COUNCILMAN ADAMS; PASSED 5 TO 0 WITH VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- B. Consideration of Cost Sharing Agreement with Show Low/Pinetop-Woodland Irrigation Company for Improvements including Replacement of Show Low Lake Valves (Morgan Brown, Anna Atencio)

Ms. Atencio said the City and the Show Low/Pinetop-Woodland Irrigation Company ("Irrigation Company") shared interests in the water and storage rights at Show Low Lake and Dam pursuant to a Water Agreement dated June 29, 2005, amended and restated on June 5, 2012, and the Operating and System Management Agreement dated June 29, 2005, amended and restated on June 5, 2012.

Ms. Atencio said the irrigation water stored in Show Low Lake had historically been and continued to be diverted by the Irrigation Company via the Show Low Lake Pipeline and Rainbow Lake Ditch. Improvements were required for (1) the continued release of stored irrigation water from Show Low Lake into the Show Low Lake Pipeline and the Rainbow Lake Ditch, which were used to deliver irrigation water to the Irrigation Company's shareholders, and (2) for the City to divert water via the Rainbow Lake Ditch to its future water treatment plant. Properly functioning valves were essential for controlling the water levels at the Lake.

Ms. Atencio said the improvements included the construction of a slip line from the pumping facility on Show Low Lake to the Rainbow Lake Ditch and the replacement of underwater valves at Show Low Lake that were in disrepair but were necessary for the diversion of water into the Show Low Lake Pipeline.

Ms. Atencio said the parties believed that it was in their respective best interests to complete the improvements and to share in the costs, responsibilities and rights to the improvements. The City had constructed the slip line from the pumping facility on Show Low Lake to the Rainbow Lake Ditch at its own cost and expense in exchange for a perpetual right to use a portion of the Rainbow Lake Ditch to divert water to its future water treatment plant. The City was willing to pay upfront an estimated \$189,060.00 for the

diving team, replacement valves and crane to replace or repair the valves at Show Low Lake. The Irrigation Company agreed to reimburse the City approximately half of the costs, \$94,930.00 at a zero percent interest rate over the period of three years, payable in equal annual installments of \$31,510.00. The first payment was due on the Effective Date of the Cost Sharing Agreement and should be due each year thereafter until paid in full.

Ms. Atencio said staff recommended approval of the Cost Sharing Agreement with the Show Low/Pinetop-Woodland Irrigation Company.

Councilman Adams asked if the valves were the original valves when the Lake was built. Mr. Austin said yes, the current valves were the original ones.

COUNCILMAN WHIPPLE MOVED TO APPROVE THE COST SHARING AGREEMENT WITH THE SHOW LOW/PINETOP-WOODLAND IRRIGATION COMPANY FOR IMPROVEMENTS INCLUDING THE REPLACEMENT OF UNDERWATER VALVES AT SHOW LOW LAKE; SECONDED BY COUNCILMAN CLARK; PASSED 5 TO 0 WITH VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- C. Consideration of Award of Contract for Replacement of Show Low Lake Valves, City of Show Low Project No. FM-3325 and Authorization of Associated Budget Transfers (Rick Austin)

Mr. Austin said the Show Low Dam that was built in 1954 by Phelps Dodge, and the tower Northwest of the spillway had three valves, two 6" and one 18". These valves controlled the flow to Show Low Creek and over time, these 70- year-old valves had become inoperable due to age and use.

Mr. Austin said to safely remove and replace these valves, the flow to the tower must be plugged at an inlet structure that was located 160 feet into the Lake. Staff hired Rubicon Applied Diving Services to investigate the inlet because the as-builts that were supplied to the City by Phelps Dodge were hard to read at best. Upon investigation, it was discovered that the as-builts were incorrect, and there were modifications made to the inlet that were not reflected on the plans. Staff had been working with Rubicon and decided the best course of action would be to lower the Lake to a level that would allow the divers to reach the inlet faster, so they can apply a blanking plate and bypass valve to stop the flow of water to the tower allowing Rubicon to safely replace the three valves.

Mr. Austin said staff recommended awarding the contract of the Show Low Lake Valves Replacement Project No. FM-3325 to Rubicon Applied Diving Services in the amount of \$166,885.00 and authorizing the associated

budget transfers.

COUNCILMAN ADAMS MOVED TO AWARD THE CONTRACT FOR PREPARATION OF INTAKE STRUCTURE AND REPLACEMENT OF THE VALVES IN THE CONTROL VAULT AT SHOW LOW LAKE TO RUBICON APPLIED DIVERS, INC. IN AN AMOUNT NOT TO EXCEED \$166,885.00, AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN JUDD; PASSED 5 TO 0 WITH VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- D. Consideration Ground Lease Agreement with New Cingular Wireless PCS, LLC (Anna Atencio)

Ms. Atencio said due to some new circumstances, this item would be pulled from the agenda.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Adams thanked the High School for their participation in Student Government Day.

Mr. Freund thanked the City for the Student Government Day program and said he had a great time learning how the City operates. He said the Show Low High School Boys Soccer Team recently made it to the semi-finals for state playoffs and finished the season with a 15 win and 3 loss record.

Ms. Heuett said the Show Low High School Girls Soccer Team made it to the state playoff game this year and unfortunately lost that game but was proud of their soccer program.

Mr. Waite said for the first time Show Low High School was recognized and labeled as an "A" school.

Ms. Benier recognized the Show Low High School Advanced Women's Choir and Show Biz who recently attended a state choir festival and both received "Superior with Distinction" ratings, which was the top score a choir could receive.

Ms. Heuett also recognized the Show Low High School Volleyball Team which was currently playing in the state playoffs.

B. Mayor

Vice Mayor Kakavas thanked the students for attending the Annual Youth Conference and she thanked staff for their efforts for this program.

C. City Manager

Mr. Brown thanked the students for participating in Student Government Day and the support of the school. He said a Celebration of Life and Legacy of Service would be held November 8, at 6:00 p.m., at the Public Safety Headquarters in honor of fallen Show Low Police Officer Darrin Reed. The downtown lights had been turned blue until November 8 in remembrance of Officer Reed. The public is invited to attend the ceremony.

Mr. Brown said on Veterans Day, the VFW would hold a ceremony at the Veterans' Memorial at City Hall. The event was open to the public.

Mr. Brown said the Show Low Family Aquatic Center had been closed for mechanical issues on the pool pump. Staff was working diligently to get the pool back in working order and would notify residents when it's back open.

Mr. Brown said in public works projects, the Woolford Road had been paved and striping would be scheduled during warmer weather. Joe Tank Road had been paved and the contractor was working on clean up, drainage, and shoulder work. On the Savage Sewer phase 1 project, the sewer had been installed along Whipple Ranch Elementary and the contractor was working along the softball fields.

10. **SCHEDULE OF MEETINGS:**

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

None.

11. **ADJOURNMENT:**

There being no further business to be brought before the Council, **VICE MAYOR KAKAVAS ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL OF NOVEMBER 5, 2024, AT 7:47 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 November 5, 2024. 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 RETREAT OF THE SHOW LOW CITY COUNCIL HELD ON WEDNESDAY, OCTOBER 23, 2024, AT 9:00 AM IN THE DARRIN REED COMMUNITY ROOM, 411 EAST DEUCE OF CLUBS, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

Mayor Leech called the meeting to order at 8:54 a.m.

2. Roll Call.

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

COUNCIL MEMBERS ABSENT: None.

STAFF MEMBERS PRESENT: Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Bill Kopp, Public Works Director; Justen Tregaskes, Planning and Zoning Director; Jay Brimhall, Community Services Director; Brad Provost, Police Chief; Greg Westover, Police Commander; Jeff McNeil, Police Commander; Grace Payne, Communications Manager, Steve North, Economic Development Director; Shannon Adams, Grants, Coordinator; John Wilhelm, Building Official; Kathy Clements, Assistant City Clerk; and Rachael Hall, City Clerk.

GUESTS: None.

3. Invocation.

Councilman Judd gave the invocation.

4. Pledge of Allegiance.

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

5. **REVIEW/UPDATE OF STATUS OF 2023 RETREAT ITEMS:**

- A. Presentation by M. Brown

Mr. Brown provided an update on the assignments and suggestions directed by the City Council at the 2023 City Council retreat. He briefly reviewed each of the following items:

1. Updated City staff picture, completed.
2. Gate on Penrod Road for inclement weather; continued efforts. Public Works fabricated the gates, and then the Town of Pinetop-Lakeside changed its mind and no longer supported them. The ice detection equipment was ordered in February but had not yet been delivered. Staff

would continue to work on obtaining the product. This equipment would send a signal that there was ice on the road.

Mayor Leech asked if the City would still shut down the Show Low side of the road. Mr. Brown said if the City needed to close Penrod, staff would inform Pinetop-Lakeside that the road was closed in Show Low.

3. The City website was updated with City projects and current issues or hot topics; work was ongoing. Staff created an FAQ section on the City's website, and two hot topics included getting another grocery store and cell phone towers.
4. Public Works building remodel update was in process. Staff was working on the plans with the architect.
5. Updated police record fees were completed. The City Council adopted the Resolution approving the new fees in January 2024.
6. Walmart bus stop, remediation of vandalism. The new benches were installed, and the screens were being replaced. The City had a really good relationship with Walmart, and the problems in the area decreased.
7. Short Term Rentals, updating City Code was completed. The City Council adopted the Ordinance in March 2024.

Mr. Tregaskes said the City contracted with a company that identified over 300 short-term rentals within the City. The first round of letters were sent out, and 160 owners have registered. Another 40 started the registration process but were having issues with their Transaction Privilege Tax documents.

Mr. Tregaskes said the website was ready to go live so people could register and pay for the permit online.

8. Affordable housing, looking for options for City-owned or finding developers, continued efforts. The City Council adopted the Resolution in February 2024 for incentives for workforce housing development. In August, the City received a grant for a housing study and approved a contract to conduct a housing study. The City put out a survey on social media, and it received over 500 responses. The study should be completed in spring 2025. Several developers had taken advantage of the program, and the City was still getting inquiries.
9. Sports/Events Center ongoing efforts. Staff engaged an architect in September 2023 to explore alternative dome concept design. The conceptual design was revealed to the committee, including City Council members and stakeholders, in September 2024 to solicit feedback. Staff met with the architect in October regarding potential changes to the conceptual design. The conceptual design was revised and would be presented to the committee and then to the City Council in an upcoming study session.
10. Business Incubator/Commercial Kitchen Project, ongoing efforts. The feasibility study was completed in March 2024, with a result of a

conditional go, further exploration was needed. The City was awarded a \$275,000.00 Planning Grant from the Economic Development Administration in September 2024 to develop a business plan, economic impact report, preliminary architecture, and structural and environmental assessments of the proposed building at the City Campus site. The expected completion date was June 2025.

11. Woody's Property Parking Lot, continued efforts. Staff completed the design and were waiting for the remediation project to begin. The consultant submitted their work plan to the Environmental Protection Agency (EPA) in August. The Department of Environmental Quality did not approve the remediation method recommended by Terracon Consultants and approved by the City. An effective alternative method was subsequently identified through a revised Analysis Brownfield Cleanup Alternatives report submitted to the EPA for approval. The City plans to pave the area and monitor the groundwater. The EPA had until October 31 to approve the revised remediation plan or provide feedback for its denial.
12. The house on Woody's property, possible partnership/ boutique, coffee shop, and museum - crews completed the demolition on the back of the house. Staff would pursue potential historic preservation grants.
13. Historical Markers: locate specific places to install historical markers, continued efforts. One historical marker was placed at the north end of the Show Low Meadow Trail. During the next phase another identical marker would be placed on the trail's south end. Staff was working on one for Show Low Lake.
14. The City website was updated to show historical marker information and QR codes. Staff was working with local historians to curate audio files that would play when the QR codes were scanned. Staff expect this first one to be completed within a few weeks.

Ms. Payne said staff was working to ensure the historical information was accurate. She said her staff had the ability to create the audio files and embed them in the QR code.

15. Bench policy update with new fees was completed. The City Council adopted the Memorial Bench Donation Program in February 2024.
16. ShowMobile Policy update was completed. The City Council adopted the ShowMobile rental policy in February 2024.
17. McKay Park, move up Phase IV, VFW Ramada at a later phase, and add a water feature, continued efforts. All phases were combined into a single project. Staff submitted a grant application for funding to State Parks. The Arizona State Parks Board approved the grant application for Timothy McKay Memorial Park. It was submitted to the National Parks Service (NPS) for review. The NPS compliance team would consult the tribes on the project and look at all National Environmental Policy Act and Section 106 documents. The Arizona State Parks would request City funding from NPS in December, and the award notice should come in

February/March of 2025. The approval to begin construction was expected in late Spring.

18. Pickleball lights were completed. Representatives from the State Parks Board attended the ribbon cutting, and they told staff that they loved working with Show Low because projects got done.

Mr. Kopp said the City crews installed the lights for the new pickleball courts and saved the City money.

6. **CITY COUNCIL GOALS AND STRATEGIC PLAN:**

A. Presentation by J. Johnson

Mr. Johnson said some of the Council members were around when the goals of the City Council were established around 2010.

Mr. Johnson said the City Council did a great job putting the goals and the plan together, and the staff successfully incorporated them into the budget. He said he would like to discuss the next steps at the end of his presentation. This would include possibly working with a third party to create a strategic plan, involve people in the community, and review and update the goals and mission statement.

Mr. Johnson reviewed the four major Council-identified priorities:

- 1) Infrastructure, preserving existing assets
- 2) Economic development
- 3) Organization
- 4) Quality of life

Mr. Johnson said the priority of infrastructure and preserving existing assets included:

- Appearance and Image, such as the City's new entrance signs, improved streets, added sidewalks, and improved trails.
- Protect investments, by having a developed five-year plan, repairing and maintaining the City's infrastructure (roads, water, and wastewater), and maintaining City facilities.
- Established reserves by consistently maintaining a conservative approach to the City budget and watching expenses closely, keeping a minimum of \$1,000,000.00 in reserves established by the City Council and adopted by the voters. The City kept \$3,000,000.00 in reserves. Setting aside funds annually to save for future projects such as the Event Center - \$13,600,000.00, water treatment plant - \$2,500,000.00, and relocation of the Show Low Museum - \$450,000.00.

Mr. Johnson said Economic Development consisted of:

- Community partnerships, which promoted economic and community development through collaborative efforts with government and non-government organizations.
- Retail and commercial expansion through continuous outreach to attract and retain businesses.
- Recreation as an Economic Development Tool: the Economic Development Plan for fiscal years 2024 to 2028 was developed earlier this year.

Mr. Johnson said Organization was split into:

- Developed Plans, including the General Plan update, Capital Improvements Plan, Water and Wastewater Master Plans, and Housing.
- City Employees, providing competitive compensation packages.
- Emergency preparedness plans such as the Hazard Mitigation Plan and Ready Navajo County.

Mr. Johnson said Quality of Life included:

- Providing enhanced amenities such as parks, trails, Alternative Essential Air Service, a business incubator, and pickleball courts.
- Opportunities for youth at the City library, recreation leagues, and student government day.
- Community outreach through the Citizens Academy and service opportunities.
- Engaging with citizens through social media apps, email blasts, YouTube, and Cleargov.

Mr. Johnson said the next step would involve developing a strategic plan, taking a deeper dive to expand goals, reviewing the City's mission, and finding ways to provide transparency and utilize artificial intelligence.

Mayor Leech asked the Council members if they had any input.

Councilman Adams said the Show Low Historical Museum building was in really bad shape and at the point that the City needed to think about putting some money into it.

Mayor Leech said this building was like the pool, the City needed to put in enough money to keep using it until the new museum could be built.

7. **BUDGET UPDATE AND ECONOMIC TRENDS:**

A. Presentation by J. Johnson

Mr. Johnson said the inflation numbers were looking good. The annual inflation rate in the US slowed for a sixth consecutive month, the lowest since February 2021. Inflation was trending down. He said the forecast for Show Low was less fear about a recession, and if there were to be a recession, it would be a soft landing, more of a slowdown, not a full-blown recession.

Mr. Johnson said the story for the U.S. economy remained positive. Consumer spending grew stronger than expected and was forecasted to rise 2.4 percent in 2024, slightly more than the 2.2 percent increase recorded last year. Business investment was predicted to rise 4.2 percent.

Mr. Johnson said the Arizona economy was performing stronger than the national economy. It was solid through the first half of 2024. Job growth was strong, contributing to a record-low unemployment rate and a surge in the ratio of open jobs to unemployed residents. Income growth remained solid, with over-the-year growth outpacing decelerating inflation. Arizona would continue to outpace the national economy, although demographic trends pointed to slower gains in both the short- and long-run. U.S. recession risks remained an important consideration. The outlook for Arizona, Phoenix, and Tucson was positive, with the baseline forecast calling for continued solid gains in jobs, residents, and income.

Mr. Johnson said sales tax collections were down a little in September, but year to date, the City was about \$250,000.00 ahead of last year. He said there were strong numbers locally, some of that was due to increased pricing and inflation. Pricing was coming down on some items, not to normal levels, but better than a year ago. The City was still seeing high prices come in on projects that were bid out.

Mr. Johnson said the City was financially able to complete all budgeting activities. He said there were improved reserves and fund balances in FY2024, and staff would maintain a conservative budgeting process.

8. **DISCUSSION ITEMS:**

A. Manufactured Homes Age Restrictions (J. Tregaskes)

Mr. Tregaskes said the City Code Section 18.05.050(A) stated, "Mobile/manufactured homes proposed for installation shall have affixed thereto a decal certifying that the dwelling unit has been inspected and constructed in accordance with the requirements of the U.S. Department of Housing and Urban Development (HUD) in effect at the date of manufacture wherein such date shall not have been prior to June 15, 1976, or such other succeeding requirements which replace HUD standards." That means any manufactured home constructed after June 15, 1976, was eligible to be placed in the City of Show Low.

Mr. Tregaskes shared a graph of manufactured home placement age by jurisdiction. Snowflake required that no home be older than seven years. Holbrook and Pinetop-Lakeside did not allow homes older than ten years; Apache County did not allow homes older than 15 years, and Navajo County's age limit was 20 years. Show Low could become the dumping ground for old, manufactured homes.

Mr. Tregaskes said that in order to be consistent with the jurisdictions around the area, staff recommended that a policy be instituted using a ten-year rolling date for new manufactured home installations. The City would still allow “park to park” relocations of manufactured homes within the City, provided they met Housing and Urban Development standards. However, staff found that most parks were more restrictive than the City.

Mr. Tregaskes asked if the Council members were okay with the City implementing a ten-year rolling date for manufactured homes.

Councilman Adams said some ten-year-old manufactured homes were in pretty rough shape. Mr. Tregaskes said ten years would make the City consistent with Pinetop-Lakeside and Holbrook.

Councilman Whipple asked if the City had any data on how many older manufactured homes were coming into the City. Mr. Tregaskes said last year, nine or ten manufactured home permits were issued; all but one were brand new or one or two years old, and the oldest one was from 1991.

Councilman Adams said he would like to see a policy that was less than ten years, maybe even one that allowed nothing older than five years.

Councilman Judd said he was concerned about reducing the age too much and making housing less available for residents.

Vice Mayor Kakavas said she would like to implement a change to Show Low’s current Manufactured Housing Policy.

Mayor Leech said he thought the ten-year limitation was a comfortable number. He asked if most of the older manufactured homes were rentals. Building Official Mr. Wilhelm said he thought at least half of them were rentals.

Mr. Tregaskes said the staff would need to amend the City’s building code and bring the modification to the City Council with the ten-year rolling date and the provision that “park to park” relocations of existing manufactured homes within the City would still be allowed.

Councilman Whipple asked if a manufactured home was 30 or 40 years old, the City would allow it to be moved from park to park within the City. Mr. Tregaskes said yes if the park accepts it. It would be up to the park to agree to take the manufactured home.

Vice Mayor Kakavas asked if the City could restrict the moving of older manufactured homes from park to park. Mr. Tregaskes said the City probably could. However, the City did not want to restrict the park-to-park movement because many people owned these older homes; it was their only housing

option. If they had to move from one park to another, they could still utilize the home they owned.

Mr. Brown said an example of this was Ryan Ellsworth's property. The City was asking him to move the manufactured homes and build apartments, and the City wanted to allow these homes to be relocated within the City.

B. Permitting of Manufactured Homes (J. Tregaskes)

Mr. Tregaskes said the City had worked under an Inspection Services Agreement (ISA) with the State Office of Manufactured Housing. The most recent agreement expired. This agreement was put in place in 1998. A resolution was implemented in 2009 to allow for automatic renewals. Staff felt it was time to revisit the agreement.

Mr. Tregaskes said the agreement required the City to follow state standards, which often get modified and changed without much communication. For example, the Office of Manufactured Housing audited the City a few years ago. The City currently charged \$250.00 for a permit; at that time, the Office of Manufactured Housing gave the City a hard time about that fee because Show Low was one of the most expensive in the State.

Mr. Tregaskes said the City recently learned that the State had changed its fee structure, and there was no longer a range but a required fee of \$650.00 per permit. He said the City was also required to pay for eight hours of mandated training, which costs \$270.00 per inspector. The City had four inspectors that were required to attend this training.

Mr. Tregaskes said the City was mandated to report each permit issued and each inspection performed utilizing the state website. The website often did not work. Inspections were also entered into the City's system, resulting in a double entry of inspection results.

Mr. Tregaskes said the City was required to charge the exact fees charged by the State, and the State changed fees without providing notice to the City. The same applied to state standards.

Mr. Tregaskes said the City was required to perform inspections to state standards. The State changed standards with no notice to the City. City staff were expected to review the state website for any changes.

Mr. Tregaskes said the City issued 11 permits for manufactured homes between July 2023 and the end of June 2024. Six were installed by AZ Express Services, two by Williams MH Service, Boomer Construction installed two, and Baldwin MH Service installed the remaining home.

Mr. Tregaskes shared a chart of the jurisdictions with agreements with the Office of Manufactured Housing. The local jurisdictions with an agreement included Apache County, Eagar, St. Johns, Winslow, Show Low, and Navajo County. The local jurisdictions without an agreement included Snowflake, Taylor, Pinetop-Lakeside, and Holbrook.

Mr. Tregaskes said the City could renew the existing ISA with the State. The ISA required eight hours of training for each inspector at \$270.00 each, and the City would be required to increase its permit fees from \$250.00 to \$650.00 per home. The City would continue to issue permits and perform inspections on behalf of the State. The City would still have issues with mandatory reporting, code updates, and fee changes.

Mr. Tregaskes said another option would be not to renew the ISA. The State would issue permits and perform inspections, not the City. Permits would need to be obtained in Phoenix. This would potentially impact installers and homeowners.

Mr. Tregaskes said the option staff would like the City Council to consider would be to contract with Navajo County for permitting and installation of manufactured homes, which was similar to what Pinetop-Lakeside, Snowflake, and Holbrook did. The County would collect fees and perform inspections. Installers and homeowners would work with the County rather than the City or State. The County had an office in Show Low.

Mr. Tregaskes said while the City would be out of the permit and inspection process for the installation of manufactured homes, the City would still require a second permit for zoning compliance and setbacks.

Mayor Leech asked if the fee charged would still be \$650.00. Mr. Tregaskes said the County would charge \$650.00 for the permit fee. Staff spoke with the County about contracting with them, and they were excited about the prospect of conducting the City's inspections. When they found out the City did 11 last year, they informed staff that they did that many permits in a month. He said having the County conduct the permitting and inspections would allow for more consistency.

Vice Mayor Kakavas asked if there were any concerns regarding the quality of the County's inspection services. Mr. Wilhelm said he spoke to a Navajo County Building Official about this issue and was told the City staff could help train County staff to conduct the inspection according to the City's required standards. Also, the City would still be responsible for site inspections of utilities and setback requirements.

Mayor Leech said it made sense to contract with Navajo County to conduct the Manufactured Home Inspections for the City of Show Low.

C. Unsanitary Conditions of Buildings (J. Tregaskes)

Mr. Tregaskes shared a series of photos from the inside of homes with extremely unsanitary and unsafe conditions. These homes were inside Show Low City limits. City staff gained access due to a warrant or a call from the homeowner.

Mayor Leech asked if people were living in the homes shown. Mr. Tregaskes said no to one home and yes to the other home.

Mr. Tregaskes said the City had provisions in the City Code to deal with the conditions outside the home but nothing to do with the inside. He said staff would like to move forward with updating the City Code so that if a home had unhealthy or unsafe conditions on the interior, the City could direct the occupants that they could no longer occupy that home until the unhealthy and/or unsafe items were fixed.

Mr. Tregaskes shared a list of unsafe/unhealthy items that would be incorporated into the City Code such as visible sewer leaks or standing effluent, garbage, nonfunctioning heating and cooling systems, fireplaces near flammable materials, no running water and/or non-functioning water heater, no electricity, non-functioning toilet facilities, obstructed ingress/egress and exiting paths, visible buildup of fecal or other waste matter, decomposing animals, unsafe electrical system, visible mold, accumulation of trash, paper, boxes, lumber, scrap metal, food, or other materials that support rodent harborage, and drug manufacturing.

Mr. Tregaskes said there were provisions in state statutes regarding the conditions of rental properties. If staff were to move forward with updating the City Code, staff would adopt language similar to that in the rental property state statute.

Vice Mayor Kakavas asked how the City would know about these issues. Mr. Tregaskes said most of these conditions were discovered due to police action.

Chief Provost said most of the houses in this condition were related to people with hoarding and mental health issues. He said the City needed some mechanism to get these properties cleaned up as it affected not just the resident but neighbors and kids if they lived in the house.

Mayor Leech asked what other jurisdictions were doing. Mr. Tregaskes said staff had researched other communities around the state. He said Apache Junction implemented a policy that stated if an occupant lived in an unhealthy or unsafe building based on specific criteria and with due process, the occupant could be told they could no longer live in that home until it was cleaned up.

Mayor Leech asked what gave the City the right to enter someone's home. Mr. Tregaskes said entry into a home had to come from a request for service or police action, such as a warrant. The City staff could not just enter a home.

Ms. Atencio said someone could consent for City staff to go inside their home, or the City could obtain an administrative search warrant specifically to address health and safety issues. She said the City needed to make sure staff accessed the homes lawfully.

Mayor Leech asked staff to bring something to the City Council.

D. Update on Workforce Housing (J. Tregaskes and S. North)

Mr. North said the City Council adopted the workforce housing incentives in February. The City was awarded a \$100,000.00 grant from the Arizona Department of Housing for a Housing Study. Matrix Design Group was commissioned to perform a Housing Needs Assessment and Action Plan, which should be completed in early 2025.

Mr. North said a citizens survey had been out for over a month and would be available through November. The survey was designed to assess what citizens thought the issues were regarding affordable housing. So far, the City received over 500 responses.

Vice Mayor Kakavas asked how people could respond to the survey. Mr. North said it was on the City website and various social media outlets. He said the Matrix Design Group would be in Show Low on November 14 to conduct citizen workshops to get additional feedback on Show Low's housing situation.

Mr. North said staff was seeing an increased interest in workforce housing from the development community.

Mr. Tregaskes said one workforce housing project was under construction on Cooley, which was comprised of two buildings with four units each. They would build another three buildings with four units each. There was also a project on Central Avenue with five houses; two were currently under construction.

Mr. Tregaskes said the City had several developers looking into the Workforce Housing Incentive program; one was Elk Ridge Apartment, and one was a new developer. These developers said the incentives were why they were interested in building housing.

Mr. Tregaskes said two houses that would be built on Central would not utilize the workforce housing incentives as they already had water and sewer on the property. However, the incentives were the reason the developers approached the City.

Mayor Leech asked if anyone had approached the City about the property listed on Old Linden Road near the high school. Mr. Tregaskes said several people had approached the City about that property with various ideas. One was a charter school, but no one had approached the City regarding apartments, as that would require a zone change.

E. Artificial Intelligence (M. Brown, J. Brimhall, S. North, and J. Tregaskes)

Mr. Brown said Artificial Intelligence (AI) and its uses in government services was a hot topic at recent conferences. AI was the wave of the future and needed to be embraced.

Mr. Brown said that at one AI session he attended, the presenter demonstrated how quickly it could be used to draft a policy. One county downloaded all their council meeting minutes, staff summaries, codes, and policies to utilize AI to draft staff summaries. Staff summaries were now being drafted in ten minutes with citations and footnotes referencing all the times the county had dealt with that issue. He said another use he learned about was technology where police officers could download their body camera video, and AI would draft the police reports. People still needed to review the documents and check for accuracy, but it allowed people to spend more time engaging in their jobs instead of writing policies or reports.

Mr. Brown said the City was using Placer AI. The Community Services, Economic Development, and Planning and Zoning departments used this software. Each of these departments would talk about how their department was utilizing this software.

Mr. Brimhall pulled up the Placer AI webpage and provided a demonstration of how the Community Services Department used the software to measure event attendance, see where those event attendees came from, what their socio-economic status was, and where they went after an event.

Mr. Brimhall said Placer AI pulled anonymized data from cell phones in a specified area at a specific time to get the demographics of people attending events. Staff would be able to measure event attendance year over year.

Councilman Judd asked if staff could see how many people came into Show Low and if they were just passing through or stopping. Mr. Brimhall said yes, the software allowed staff to see where people were coming from, where they were going, and how long they stayed.

Mr. Tregaskes said Planning and Zoning used the information gathered by Placer AI for pre-application meetings or for businesses that staff was trying to encourage to improve their appearance. Staff could show businesses where they ranked in Arizona and nationally in customer traffic and sales based on the information provided by Place AI.

Mr. North said he used the information gathered from Placer AI when meeting with retailers to show them why Show Low was a great option for their business. He could compare Show Low retail data to other cities in Arizona. He shared slides comparing retail stores and restaurants in Payson and Show Low, demonstrating how Show Low was outpacing many counterparts in Payson.

Councilman Judd asked if this software could help the City get other stores in Show Low, such as another grocery store, Target, or Costco. Mr. Tregaskes said the companies that locate sites for stores and businesses had access to this same data. Placer AI was a nationally recognized standard. So, when staff approached these companies with this data, it was a checked box in the City's favor.

Mr. Johnson said Target or Costco would not come to Show Low as the City's demographics did not fit their corporate business model.

Vice Mayor Kakavas asked if staff could match the Placer AI data with available properties. Mr. North said staff knew which properties were available for big box stores and that they were listed on the City's website and various other websites. Data from Placer AI could be matched to those addresses.

Mr. North said one of the challenges the City had to deal with was that many corporate retailers develop expansion plans years in advance, and the City of Show Low may not fit within that plan.

Mr. Brimhall said he and Ms. Payne had attended various trainings with Placer AI and had just touched on the tip of the iceberg with the software's capabilities. This software was a very valuable tool for the future.

F. City Electronic Sign (G. Payne)

Ms. Payne said the City's electronic sign was currently inoperable. The signal to update the sign was tied to the Chamber of Commerce's wi-fi, and it would take a few hours to update. This was the closest location that the City could partner with for a wi-fi signal.

Ms. Payne said the signal receivers were broken and excessively costly to repair, and if repaired, they would fail again due to the age and condition of the sign.

Councilman Adams asked how old the sign was. Mr. Brimhall said it was more than ten years old.

Ms. Payne said the sign could not be moved and shared photos displaying the rust and damage to the sign. It would fall apart if moved.

Ms. Payne said staff was looking for direction from the Council members on what they would like to do for the City's electronic sign. Staff was exploring grant and partnership funding opportunities, perhaps with Northern Pioneer College. Staff was researching other more visually appealing and opportunistic placement sites.

Ms. Payne said staff could seek quotes for the cost of a new system. There were many other more modern choices for electronic signs.

Mr. Brown said the sign's location was not very good, and staff, with the City Council's permission, would like to remove the sign and find another location.

Councilman Clark asked if the City really needed the sign with the proliferation of cell phones. In 2006, the sign had a purpose but now no longer served a purpose. Putting another electronic sign somewhere else would be a waste of money.

Mayor Leech agreed with Councilman Clark.

Mr. Brimhall said the movable electronic signs that the public works crews moved around met the needs for events and fire season.

Ms. Payne said she would put in the work order to have the sign removed.

G. Review of Citizens Academy (J. Brimhall and G. Payne)

Mr. Brimhall said the City had just finished its first Citizen's Academy. Nine people signed up, and seven participated. The Citizen's Academy was an opportunity for staff to interact with the public in a small group setting, show off what the City did, create some advocates on social media, develop a pool for future board and commission members, and find community volunteers.

Mr. Brimhall shared a photo of the recent graduating class. He said there was a lot of active participation, questions, and crosstalk among the participants.

Mr. Brown said he thought the questions received were very good, and the participants were very interested in the community and seemed very surprised by what the City did on a day-to-day basis. He said the staff hoped to hold the Citizen's Academy once or twice a year.

Councilman Adams asked if there was any social media coverage of the Citizens Academy. Ms. Payne said there was no social media coverage while the academy was in session. Photos were taken and would be put into a package to promote next year's academy.

H. Smoking in City Parks (J. Brimhall)

Mr. Brimhall said smoking in City parks had been discussed with the Council members in the past and had ended in a stalemate. He said staff wanted to bring it up one more time and see if the City Council had any direction for staff.

Mr. Brimhall said there was no City Code that prevented smoking in Show Low parks. City Park was a concern as there was a lot of stuff on the ground that could burn.

Mr. Brimhall shared a chart of the cities and towns in Arizona that allowed smoking in parks and those that did not. He highlighted the jurisdictions close to Show Low; only Payson allowed smoking in parks.

Mr. Brimhall said Snowflake adopted a no-smoking ordinance in parks in 1997, Pinetop-Lakeside adopted one in 2017, and Taylor adopted theirs in 2018. He shared the Pinetop-Lakeside Ordinance, which was an outright ban on smoking in town-owned parks.

Mr. Brimhall asked for direction from the Council members on how to proceed regarding smoking in City-owned parks.

Mayor Leech said he did not like smoking in parks but thought Frontier Park would need an exception because of all the different events hosted there. However, it would have to be an all-or-nothing ban.

Councilman Whipple asked how difficult it would be to enforce a smoking ban in City parks. Chief Provost said most of it would involve education and posting the change. They already enforced no-smoking when fire restrictions were in place.

Mayor Leech asked the Council members for their thoughts. Councilman Whipple and Councilman Adams liked the idea of having a no-smoking policy in City parks.

Councilman Whipple said that since e-cigarettes were not a fire hazard would the community like to see a hybrid ban instead of a total ban. Mr. Brimhall said staff looked at what the communities around Show Low were doing to keep continuity.

Councilman Judd said he was on the fence about implementing a no-smoking policy.

Mayor Leech asked Mr. Brimhall to put a policy together and bring it to the City Council. Councilman Clark agreed with Mayor Leech.

Ms. Atencio asked if the Council had any thoughts about implementing smoking areas in parks.

Mayor Leech and Councilman Adams did not like the idea of a designated smoking area in City parks.

Mr. Brimhall asked if the City Council would like staff to bring a draft of an ordinance to a study session. Mayor Leech said staff should present the ordinance at a regular City Council meeting.

I. Business Incubator Update (S. North)

Mr. North said the purpose of the business incubator project was to nurture entrepreneurs and encourage new business startups. The feasibility study was completed in March 2024 with the results of a conditional go. So, staff was moving forward with further exploration.

Mr. North said the project was named the White Mountains Innovation Station, the URLs were purchased, a Facebook page was set up, and the name was trademarked. The City was awarded a \$275,000.00 Economic Development Administration (EDA) Planning Grant in September 2024.

Mr. North said this grant enabled the City to move forward with phase two of the project, which included developing a business plan, designing preliminary architecture for the commercial kitchen and remaining business space, working on the structural and environmental assessments, and completing an economic impact study. The expected completion date of these items was July 2025.

Mr. North shared a slide of the proposed business incubator site.

Mayor Leech asked if the site would comply with the City's parking code. Mr. North said he did not know right now. That would be figured out during this investigation phase. Mr. Kopp said the requirements were in the City's planning and zoning code, and parking spaces would be determined based on total square footage and uses.

Councilman Judd asked what the timeframe was for completing this project. Mr. North said the planning phase should be completed by July 2025.

Councilman Judd asked if the commercial kitchen would be operational by next summer. Mr. North said no, it would not.

Mr. Brown said what was being presented today was the planning and development phase. Staff hoped that since the EDA provided funds for planning, they would also provide funds for construction.

Mr. North said once the planning phase was completed, staff would apply for the EDA Construction Grant in August 2025.

Councilman Judd said he was very interested in the project because of the commercial kitchen and the opportunity to bring food trucks back to the area since they would now have a place to prepare food.

Councilman Adams said he appreciated the hard work staff put into this project.

Mayor Leech said he appreciated that staff was moving forward in phases to ensure the correct steps were taken.

J. Public Works Project Update (B. Kopp)

Mr. Kopp said there were 70 planned projects for the City. In addition to those planned projects, there would be another 20 to 25 unplanned projects. The projects were tracked on a quarterly schedule.

Mr. Kopp said there were almost 25 projects scheduled for the first quarter, July through September 2024, and almost all were complete.

- The Aquatics Parking was designed and would start after the emergency patching was done in Sierra Pines.
- Williams Field Artificial Turf project, crews resodded and regraded the infield and rebuilt the irrigation.
- The landscaping at Mills Parking was under contract and should be completed this Fall.
- The Pickleball Lighting was completed.
- The Reidhead House staff received the final review set of plans from the architect for the “critical elements” in the building assessment. Staff was reviewing the plans and would move forward with the bidding process in the next few weeks.
- City Park Detention was constructed because of the flooding issues downstream in the City Park. This project would help abate most of the flooding in the park. There were some issues with the grass, staff had the contractor come back and reseed the area.

Vice Mayor Kakavas asked if the City had resolved the issues with flooding that came down behind the Hart’s property. Mr. Kopp said it would help, but people had to be diligent about keeping their ditches clean. Crews had done a lot of ditch work in the park, so the water was draining much more efficiently. An unforeseen consequence was that the water no longer flowed overland but straight into the ditches, which may impact the people downstream. So, the City would hold back the east side and let the west side flow through.

- The cemetery's new expansion area was sodded. Staff also completed a design for another loop road.

Mayor Leech asked if the City owned the property north of the cemetery. Mr. Kopp said no, but staff had contacted the property owners regarding purchasing the property, but they were not interested in selling at this time.

- The Old Linden Road Deuce of Clubs to Central project was almost completed.
- The 11th Street to Cooley improvements design was completed and would go out to bid this winter. This project was part of a Highway User Revenue Fund Exchange. The Intergovernmental Agreement was in place with the Arizona Department of Transportation (ADOT), with the City administering the project instead of ADOT. The project covered the east side of 11th to Cooley, past Monica's Café to Huning.
- East 33rd Circle was a small cul-de-sac project completed by City staff.
- The Woolford Road project started three weeks ago. The contractor did not follow the plan to protect the base and tore it up. So, ADOT and the contractor devised a plan to use a cement-treated base so the project could be completed. The contractor was paving today from Central to 8th; the next week, the contractor would be paving from 8th to the movie theater.

Mr. Johnson asked if the cement-treated base required less pavement to build a better base. Mr. Kopp said yes, the asphalt went from eight inches to five inches, which would offset some of the costs of the cement-treated base.

Mayor Leech said he would like to have ADOT post some signs keeping the semis off Woolford Road, and he would talk with them about it tomorrow.

- The Pioneer waterline replacement project was complete.
- Show Low Bluff Well Improvements: Well 17 was re-installed, the pipeline installed, and the City was waiting for final acceptance from the Arizona Department of Environmental Quality.

Councilman Adams asked how many wells the City had. Mr. Kopp said the City had 17 wells.

- The 12-inch HDPE Pipe for Show Low Lake was completed. The 30-inch concrete pipe from Show Low Lake to an irrigation ditch near Camp Grace was leaking. To fix that pipe, the City ran a smaller pipe through the existing concrete one. The City spent money on this project to protect Show Low Lake water rights. The City must show beneficial use or risked losing those rights. This repair allowed the Irrigation District to use the water to offset some of their water use at Rainbow Lake. Also, this pipeline would pump water for the future water treatment plant, which would be located near Wagon Wheel.

Vice Mayor Kakavas asked if the City had water rights to Rainbow Lake. Mr. Brown said no, just Show Low Lake.

- The Manhole Replacement project was complete.
- Phase one of the Savage Sewer Replacement project was under construction. This project was funded by Congressional Directed Spending and administered by the Environmental Protection Agency.
- The Headworks building pre-construction was completed.
- The chlorine actuator assembly was done.
- The Kuster unit screw was ordered.
- The aquatic center landscaping ADOT permit was applied for so the City could install landscaping in the right of way.
- City Park Street Lights: staff needed to determine where to install additional lighting.

Mayor Leech said he thought lights should be installed at the end of the park near the tennis courts.

- Ice Detectors were ordered in February 2024, and staff was still waiting for the equipment to be received. Staff may need to look into other options.
- Show Low Lake irrigation valves would be a big project that would take place in mid-November. Three valves at the outlet were installed as part of the original construction in 1953. Two valves were broken, so they could not be opened or closed. The crews were afraid the third valve would break soon. A contract for divers to fix these valves would be presented at the next City Council meeting on November 5. The City was working with the Irrigation District on a cost-sharing agreement, which would also be presented to the City Council.
- Fools Hollow AC Replacement phase two was being designed.

Mr. Kopp shared a slide of the recreation building floor plan showing the location of storage, classrooms, staff offices, a breakroom, and restrooms. The current restrooms were not ADA-compliant and would need a lot of upgrades. He said staff had received a building analysis from the architect. There would need to be some structural changes, and the insulation did not meet the code and would need to be redone. A new roof and windows were already installed.

Mr. Kopp shared slides of the newly completed pickleball courts.

Councilman Adams said how impressed the State Parks personnel who attended the ribbon cutting were with the pickleball courts and thanked staff for their work on the project.

Mr. Kopp said a lot of the design work was done in-house.

Mr. Kopp said the City was approached by the Union Sportsmen's Alliance to build a ramada like the ones at Fools Hollow, at the Show Low Lake group campground. This group camps at Show Low Lake every year but then would go to Fools Hollow to hold their event because there was no ramada.

Mr. Kopp said Mr. Brimhall got the ramada plans from the Forest Service, and the architect was now working on a proposal to bring those plans up to City Code. The Union Sportsman Alliance would provide all the supplies and labor to build the ramada.

Mr. Kopp said the City was opening bids on the Show Low Lake group campground restrooms today. The City just completed the project that brought power, water, and sewer to the site.

Mr. Kopp said staff was excited about the new Public Works building. A design-build contractor was working on the building plans, and the City engineering staff worked on the site plan. He presented a slide of the site plan and said they would be adding an outdoor area for events.

Mayor Leech asked if the outdoor area would be covered. Mr. Kopp said that a covered area was not planned for this year.

Mr. Kopp shared slides of the building's floor plan and elevations.

K. Certified Local Government Historic Preservation (S. Adams)

Ms. Adams said a Certified Local Government (CLG) partners with the State Historic Preservation Office (SHPO) and the federal government to focus on historic preservation. The CLG program was federally mandated as part of an amendment to the National Historic Preservation Act of 1966. It was administered by the National Park Service to help preserve, protect, and increase awareness of a community's unique cultural heritage and help save irreplaceable historic resources.

Ms. Adams said that to become a CLG, the City would need to create a commission to oversee the historic designation and create a local ordinance explaining the historic preservation standards. This was often done through historic zoning, such as designating the City's downtown area or specific buildings.

Ms. Adams said the CLG process needed to provide for public input, and the commission had to have at least five members with a demonstrated interest, competency, or knowledge of historic preservation. This commission would set the ordinances related to historic preservation.

Ms. Adams said the benefits of becoming a CLG were that there was more funding available to CLGs. States received funding from the National Park

Service every year. Ten percent of that funding went to CLGs, making more funding available to the City for historic preservation projects.

Ms. Adams said the City would have access to technical assistance from the SHPO department. SHPO staff assist with building assessments, surveys and nominations, and general preservation assistance. State staff and NPS also offered regular training for CLGs.

Ms. Adams said another benefit was sustainability. When a community was a CLG and took an active role in preservation, property values went up, and there was a stronger economic component and more pride in the community.

Ms. Adams asked the Council members if they wanted to make Show Low a CLG.

Mayor Leech asked if the City had enough historic property to invest in to become a CLG and if the City wanted the oversight the program required. Ms. Adams said the City would set the regulations. The State had no input on the City's historic preservation regulations. However, the City would need to be open to public input and have a commission.

Councilman Adams said the program would give Show Low access to more money to restore more buildings.

Mr. Brown said CLG funds could be applied to the Reidhead House.

Councilman Adams said funds could be requested for the old TCMI building.

Mr. Johnson asked if the City could still apply for grant money without being designated a CLG. Ms. Adams said yes, the City could still apply, but the funds were limited. The City received the funds for the Reidhead House from the last round of funding from the Heritage Fund. The State had not funded that fund again. Since CLG funds came from the NPS, the State had to allocate ten percent of those funds to CLGs.

Councilman Adams wanted to know if the commission was similar to the Parks and Recreation Committee. Ms. Adams said it was closer to the Planning and Zoning Commission. There would be more regulations and restrictions in place. If a building were to be designated historic, more zoning and permitting would be required. This would ensure the City was preserving historic properties.

Mayor Leech was concerned about the red tape associated with becoming a CLG.

Ms. Adams said that the CLG designation allowed citizens who owned historic homes to be eligible to access grant money to restore their homes. If historic homes were falling into disrepair, the City could help them apply

for grant funds to fix the property. There were no other grants for historic properties.

Mayor Leech asked what made a property historic. Ms. Adams said any building that was 50 years or older.

Ms. Adams said that staff had mixed feelings about the CLG designation and whether it would be worth the money the City could get.

Mayor Leech asked if there was any way to know how many homes in Show Low were 50 years or older. Ms. Adams said a survey was conducted in the 1990s, and she could pull the numbers from that survey and provide them to the Council members. She said that as part of the CLG process, a new survey would need to be conducted, and funds from the program would be applied to the new survey.

Vice Mayor Kakavas asked if businesses could qualify for the grant funds. Ms. Adams said that businesses in the downtown area could qualify.

Mayor Leech asked if the City Council decided to move forward with becoming a CGL could they later change their minds. Ms. Adams said the City would not be locked in, but the City would be asked to make a commitment to the program that the City was dedicated to maintaining its heritage.

Vice Mayor Kakavas said she liked the program from the perspective of the downtown corridor.

Ms. Adams said that if this program was something the Council members wanted to consider, she could provide them with sample ordinances.

Councilman Clark said he was not interested in pursuing the CGL designation. There was too much government oversight. The City of Show Low had done a good job on its own. Councilman Hatch agreed.

Mayor Leech said he would like to pursue the next steps to see where the program could go. Councilman Adams agreed.

Ms. Adams said she would ask SHPO to make a presentation to the City Council in a future study session.

L. Downtown Public Parking Restrictions (M. Brown and A. Atencio)

Ms. Atencio said she wanted to talk about the options for downtown parking. UPS was the catalyst for investigating parking restrictions. They were parking on the roads, hitching and unhitching their trucks in the middle of the road, and parking extending out on the road. Since the No Parking signs went up around their facility, UPS employees have started parking in the

downtown parking area, which should be used for general use. Also, other people were using City parking for long-term parking for the vehicles, trailers, and dumpsters. She said a lot of the downtown City parking was being used in ways the City might want to curtail since parking was a limited resource.

Ms. Atencio said the City already had a parking ordinance, 9.15.030 Designation of Individual Parking Places. This ordinance was pretty broad: vehicles could not take up more than one space, and commercial vehicles must be conducting commercial business to park in the area.

Ms. Atencio shared a map of the downtown commercial zone. She said some concerns were shared about parking near the pickleball courts. This area was outside the downtown commercial zone, but people used it for long-term residential and overnight parking.

Ms. Atencio said the City had code 9.15.060, which allowed for the creation of parking restrictions. She asked the City Council if the City needed parking restrictions, wanted parking restrictions, and what were some options.

Mayor Leech said he talked to some people in the downtown area about implementing parking limits. The people he spoke with were in favor of parking limitations. Also, when the City opened up the Woody's area for parking, that would be another area people would use for long-term parking.

Councilman Clark said he would like to see some limits put in place, such as four-hour parking.

Mr. Kopp asked if the parking restrictions would be for the whole downtown district or just certain areas, as many City Hall employees parked on the public street.

Mayor Leech asked if the City could designate parking restrictions in certain areas instead of designating the entire downtown area. He would like to put up signs only where they were needed. Mr. Brown said City staff would look into that.

Councilman Clark said the City could designate employee parking along Hall for its employees.

Mr. Brown said the parking issues were not just caused by UPS; other people were taking up public parking spaces for personal use.

M. Emergency Preparedness (M. Brown)

Mr. Brown said that at a recently attended conference, one topic was about the role of City Council and City Manager in an emergency. Officials from Sarasota, Florida, put on this presentation.

Mr. Brown said they spoke about the National Incident Management System (NIMS). In Show Low, all new police officers and public works personnel take the NIMS basic 100-level course as part of their training. People who took the NIMS training could stay in the area and provide emergency services in the event of an evacuation. He said he thought certain staff and all Council members should take the class.

Mr. Brown said the City had several emergency action plans, and staff constantly updated those. The City had an excellent relationship with Navajo County. He said the City did many things right regarding emergency preparedness, such as participating in the Fire Restrictions Group. That was very unique to this area.

Mr. Brown said the City had the technology to support major communications and crisis communications with the public. He said Ms. Payne, the City's Communications Manager, was a DFFM/FEMA Certified Advanced Public Information Officer and was working on her Master's accreditation.

Chief Provost said the relationships that the City had and the working groups in the surrounding communities were vital. During the last fire season, the National Weather Service used this area for weather modeling because this area was one of only a few groups in the nation that worked so closely together. While the group focused on fire, that knowledge translated to other emergencies.

Chief Provost said one of the biggest advantages of the Fire Restrictions Group was having a tribal member involved. That helped with communication.

Mr. Brown said one of the main issues in an emergency was getting water, wastewater, and electricity back up and running. Staff was focused on keeping the water running in the event of an emergency. The City had backup generators at certain wells, which were grant-funded.

Mr. Brown said that regarding wastewater and collections, the City had 29 lift stations with backup generators at the two largest lift stations, Fools Hollow and Bagnal, which were also grant-funded. The Wastewater Treatment Plant also had a backup generator, and the City had applied for funding for four additional generators. He said the small lift stations could be pumped down during an outage using the four City-owned vacuor trucks.

Mr. Brown said the public safety and communications buildings and the airport had backup power. City Hall would be getting a backup generator in 2025. He said the public works operations building and police evidence building needed backup power.

Mr. Brown said that all of these generators run on diesel fuel. The City's current fueling vendor did not have backup power, and there was a good

chance that the supply chain would be disrupted in the event of an emergency. He said staff was researching alternatives to have backup fuel on hand, such as installing a City-owned fueling station where a two-week fuel supply could be kept.

Councilman Adams asked if the City should do more with social media to educate the community about being prepared for an emergency. Mr. Brown said Navajo County had Ready Set Go, and perhaps the City could do more to promote it on social media. The County also had a 311 program, which provided emergency alerts to Navajo County.

Chief Provost said that in preparation for a major pandemic, Show Low Airport was a major distribution center for vaccinations.

Mr. Kopp said the City participated in developing the multi-jurisdictional Hazard Mitigation Plan. Once the Federal Emergency Management Administration approved the plan, all the participants could apply for emergency funds to build some of the projects listed in the plan.

9. **ADJOURNMENT:**

There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE RETREAT OF THE SHOW LOW CITY COUNCIL OF OCTOBER 23, 2024, AT 1:21 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 Retreat of the City Council of Show Low held on October 23, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

Rachael Hall, City Clerk

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Construction Contract for Sunken Manhole Repair Project 2024, City of Show Low Project No. S-3025, and Authorization of Associated Budget Transfers (Shane Hemesath)

RECOMMENDATION

I **MOVE** to award the construction contract for the Sunken Manhole Repair Project 2024, City of Show Low Project No. S-3025, to Apache Underground and Excavating in an amount not to exceed \$108,300, and authorize the associated budget transfers.

BACKGROUND

The City currently requires that new wastewater manholes are backfilled with a type 2 slurry backfill similar to low-strength concrete. The slurry material is poured into the excavated area around the manhole, dries, and provides a strong base for future asphalt replacement. This requirement removes 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 is not compacted correctly, the roadway begins to settle around the outside of the manhole. The steel cover of the manhole sticks out of the settled hole creating an unsafe condition for the traveling public and snowplows.

The scope of this project is to excavate eight feet deep around the settled manhole, replace it with slurry backfill, reset the steel ring and cover, install a concrete collar, and replace any asphalt removed. Ten manholes have been identified for this project at various locations throughout the City. The City has also identified nine additional manholes that have deteriorating steel rings and covers that will need to be replaced.

The project was designed by engineering staff with a construction estimate of \$140,000.00. 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	\$ 108,300.00

The pre-bid meeting was attended by three different contractors; however we received only one bid. Staff verified the pricing, and it is in line with past costs for similar work, actually slightly lower than last year's numbers. Project budget savings from the Savage Sewer Replacement Phase 1 project will be utilized to fund the improvements.

Staff recommends awarding the construction contract for the Sunken Manhole Repair Project 2024, City of Show Low Project No. S-3025, to Apache Underground and Excavating in an amount not to exceed \$108,300.00 and authorize the associated budget transfers.

ATTACHMENTS

1. SUMMITTRAILEXB
2. THERETREAT
3. TORREONLAKES
4. GOLFVILLAS
5. SUMMITTRAILEXA
6. S-3025 BID TAB

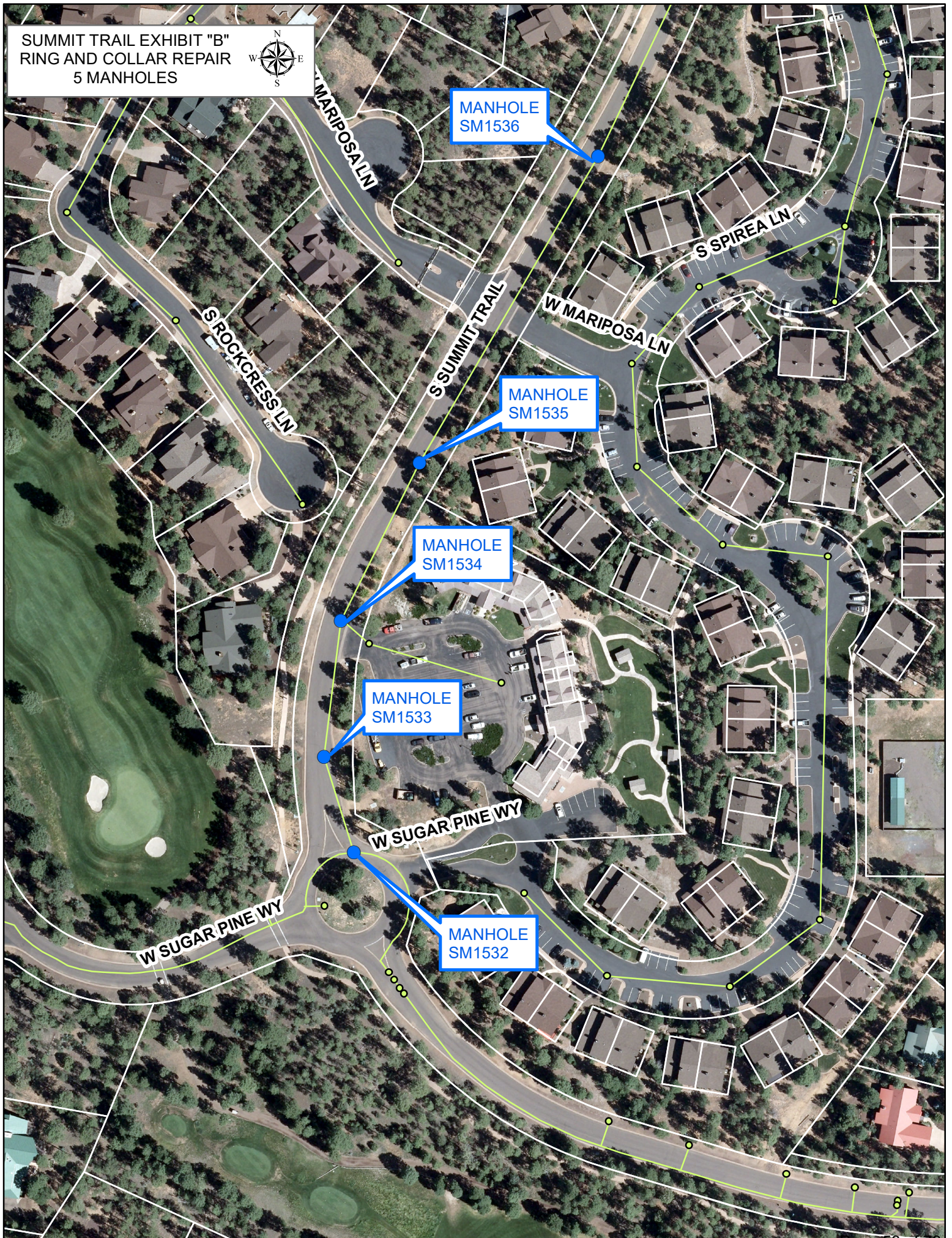
FISCAL IMPACT

Anticipated cost: \$108,300.00

Funding source (account no.): I & I Manhole Maintenance (42-755-495-7300-5871-0000)

Description	Account	Approved Budget	Transfer	Amended Budget
Savage Sewer Phase I	42-755-180-1620- 0000/7552020	\$1,500,000	(108,300)	\$1,391,700
I & I Manhole Maintenance	42-755-495-7300- 5871	\$238,188	108,300	\$346,488
Total		\$1,738,188		\$1,738,188

SUMMIT TRAIL EXHIBIT "B"
RING AND COLLAR REPAIR
5 MANHOLES



THE RETREAT AT BISON CROSSING
SUNKEN MANHOLE REPAIR
2 MANHOLES



TORREON LAKES
SUNKEN MANHOLE REPAIR
4 MANHOLES



GOLF VILLAS
SUNKEN MANHOLE REPAIR
4 MANHOLES



MANHOLE
SM2562

MANHOLE
SM2560

MANHOLE
SM1865

MANHOLE
SM1869

N CLARK RD

W BLACK OAK LP

S SUMMIT TRAIL

S BLACK OAK DR

S 31ST DR

W TORREON CT

S ROCKCRESS LN

SUMMIT TRAIL EXHIBIT "A"
RING AND COLLAR REPAIR
4 MANHOLES



Project Name: Sunken Manhole Repair 2024 Project No. S-3025
Bid Opening Wednesday, November 6 @ 2:00 PM
Bid Tabulation Sheet

	BID SCHEDULE A			Apache Underground & Excavating, LLC	1
Item	Description	Unit	No. of Units	Unit Price	Total Price
1	Conduct the Sunken Manhole Repair as specified in the Special Provisions	EA	10	\$ 7,200.00	\$ 72,000.00
2	Conduct Manhole Ring and Collar Replacement as specified in the Special Provisions	EA	9	\$ 3,700.00	\$ 33,300.00
3	Force Account	F.A.	1	\$3,000	\$ 3,000.00
	GRAND TOTAL				\$ 108,300.00

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Professional Services Contract for Business Planning Services for Show Low Business Incubator Project (Steve North)

RECOMMENDATION

I **MOVE** to award a professional services contract for business planning services for the Show Low Business Incubator Project to White Mountain Economic Development.

BACKGROUND

The City of Show Low was awarded a \$275,000 grant from the Economic Development Administration (EDA) in October 2024 to fund planning activities related to the proposed business incubator project in Show Low. Planning activities include the development of a business plan, preliminary architecture, design of a commercial kitchen, building and site assessments of the proposed City Campus site, and an economic impact study. This contract will cover the development of a business plan for the business incubator at a cost not to exceed \$65,000. White Mountain Economic Development was selected to do this service because they have the unique skill set necessary to do the job and have direct experience developing business plans for business incubators.

Staff recommends awarding a professional services contract with White Mountain Economic Development to develop a business plan for the business incubator project at an amount not to exceed \$65,000.

ATTACHMENTS

None

FISCAL IMPACT

Anticipated cost: \$65,000 (Grant Revenue \$275,000)
Funding source (account no.): Business Incubator EDA Planning Grant (22-402-430-3300-2558)

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Professional Services Contract for Business Planning Services for Design of Commercial Kitchen for Show Low Business Incubator Project (Steve North)

RECOMMENDATION

I **MOVE** to award a professional services contract for business planning services for the design of a commercial kitchen for the Show Low Business Incubator Project to Local First Arizona.

BACKGROUND

The City of Show Low was awarded a \$275,000 grant from the Economic Development Administration (EDA) in October 2024 to fund planning activities related to the proposed business incubator project in Show Low. Planning activities include the development of a business plan, preliminary architecture, design of a commercial kitchen, building and site assessments of the proposed City Campus site, and an economic impact study. This contract will determine the layout, design and functionality of the commercial kitchen in the business incubator. Local First Arizona was selected to do this service because they have the unique skill set necessary to do the job and have direct experience designing commercial kitchens for business incubators.

Staff recommends award of a professional services contract with Local First Arizona to determine the layout, design and functionality of the commercial kitchen in the business incubator at an amount not to exceed \$75,000.

ATTACHMENTS

None

FISCAL IMPACT

Anticipated cost: \$75,000 (Grant Revenue \$275,000)

Funding source (account no.): Business Incubator EDA Planning Grant (22-402-430-3300-2558)

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Ordinance No. 2024-11, Manufactured Home Age Restrictions, Amending Chapter 18.05.050 of the Show Low City Code and Adopting Resolution No. R2024-33 Declaring as Public Record that Document Titled "Revisions to Chapter 18.05.050, Mobile/Manufactured Homes, of the Show Low City Code" (Justen Tregaskes)

RECOMMENDATION

By unanimous consent, read Ordinance No. 2024-11 by title only, as all Council members have a copy.

I **MOVE** to adopt Ordinance No. 2024-11, amending Chapter 18.05.050, Mobile/manufactured homes, of the Show Low City Code, and adopting Resolution No. R2024-33 declaring as a public record that document titled "Revisions to Chapter 18.05.050, Mobile/manufactured homes, of the Show Low City Code."

BACKGROUND

At the annual City Council Retreat held October 23, 2024, staff presented information related to the maximum allowed age for manufactured home placements within the City of Show Low and other area jurisdictions. City Code Section 18.05.050, Mobile/manufactured homes, currently reads, "Mobile/manufactured homes proposed for installation shall have affixed thereto a decal certifying that the dwelling unit has been inspected and constructed in accordance with the requirements of the U.S. Department of Housing and Urban Development (HUD) in effect at the date of manufacture wherein **such date shall not have been prior to June 15, 1976**, or such other succeeding requirements which replace HUD standards." (emphasis added)

Staff surveyed to determine which ages of manufactured homes are permitted in other area jurisdictions. These ages are as follows:

Snowflake - 7 years
Holbrook - 10 years
Pinetop/Lakeside - 10 years
Apache County - 15 years
Navajo County - 20 years
City of Show Low - 48 years

Based on this information, and in an effort to be consistent with other local jurisdictions, staff is recommending that section 18.05.050, Mobile/manufactured homes, be amended to institute a ten year rolling date for the age of manufactured homes at the time of installation. This would not affect manufactured homes currently within the City. Park to park relocation regardless of age would remain unchanged from current Code. If adopted, staff would recommend that this

ordinance become effective January 1, 2025.

ATTACHMENTS

1. Ordinance No. 2024-11
2. Resolution No. R2024-33

FISCAL IMPACT

N/A

CITY OF SHOW LOW ORDINANCE NO. 2024-11

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, NAVAJO COUNTY, ARIZONA, AMENDING THE SHOW LOW CITY CODE 18.05.050 MOBILE/MANUFACTURED HOMES, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY.

RECITALS:

WHEREAS, the City of Show Low seeks to promote safe housing and preservation of neighborhoods; and

WHEREAS, mobile/manufactured homes 10 years or less are built to updated safety and building code standards; and

WHEREAS, an age limit on mobile/manufactured homes will help protect property values in the area and provide consistency among local jurisdictions; and

WHEREAS, amending Chapter 18.05.050 of the Show Low City Code, to include a 10-year age limit on mobile/manufactured homes is consistent with the interests of the City.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Show Low, Navajo County, Arizona, as follows:

Section 1

Title 18, Building, Chapter 18.05, Building Codes, of the City Code for the City of Show Low, Arizona, is hereby amended as outlined in Resolution No. R2024-33.

Section 2

All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of the Code adopted herein by reference, are hereby repealed.

Section 3

Upon adoption by the City Council, the effective date of this Ordinance shall be January 1, 2025.

Section 4

That certain document titled “Revisions to Chapter 18.05, Building Codes, of the Show Low City Code,” three copies of which are on file in the office of the City Clerk of the City of Show Low, Arizona, which document was made a public record by Resolution R2024-32 of the City of Show Low, Arizona, is hereby referred to, adopted, and made a part hereof as if fully set out in this Ordinance.

Section 5

If any section, subsection, clause, phrase, or portion of this Ordinance or any part of the Code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Mayor and Council of the City of Show Low, Arizona, this 19th day of November 2024.

John Leech, Jr., Mayor

ATTEST:

Rachael Hall, City Clerk

APPROVED AS TO FORM:

Anna M. Atencio, City Attorney

CITY OF SHOW LOW RESOLUTION NO. R2024-33

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE CITY CLERK AND TITLED “REVISIONS TO CHAPTER 18.05 BUILDING CODES, OF THE SHOW LOW CITY CODE”

RECITALS:

WHEREAS, the Arizona Revised Statutes §9-802 provides for the adoption of a code or public record by reference; and

WHEREAS, it is the purpose of this Resolution to declare the document titled “Revisions to Chapter 18.05, Building Codes, of the Show Low City Code” to be a public record for adoption by reference.

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Show Low, Arizona, as follows:

THAT certain document titled “Revisions to Chapter 18.05, Building Codes, of the Show Low City Code,” three copies which are on file in the office of the City Clerk, is hereby declared to be a public record, and said copies are ordered to remain on file with the City Clerk.

PASSED AND ADOPTED this 19th day of November 2024, by the Mayor and Council of the City of Show Low, Arizona.

John Leech, Jr., Mayor

ATTEST:

Rachael Hall, City Clerk

APPROVED AS TO FORM:

Anna M. Atencio, City Attorney

Revisions to Chapter 18.05
Building Codes, of the Show Low City Code

Chapter 18.05 Building Codes

....

Section 18.05.050 Mobile/manufactured homes.

(A) Mobile/manufactured homes proposed for installation shall have affixed thereto a decal certifying that the dwelling unit has been inspected and constructed in accordance with the requirements of the U.S. Department of Housing and Urban Development (HUD) in effect at the date of manufacture wherein such date shall not have been prior to ~~June 15, 1976~~ **ten (10) years from the date of application for a building/location permit**, or such other succeeding requirements which replace HUD standards.

(B) ~~As of May 4, 1994, the~~ building official shall not issue a building/location permit for installation of a manufactured home within the City of Show Low unless said manufactured home can be proven to comply with those standards set forth in subsection (A) of this section. This prohibition shall also apply to any manufactured home unit installation permit sought to be issued for the location of any manufactured home unit within the City of Show Low.

(C) It shall be the responsibility of permit applicants to demonstrate to the building official that any manufactured home for which an installation/location permit is requested is in compliance with the standards set forth in subsection (A) of this section.

(D) Mobile/manufactured homes proposed for installation shall be installed in compliance with the standards prescribed by the Arizona Department of Building and Fire Safety, Office of Manufactured Housing for either:

- (1) Ground level installation;
- (2) Installation of a fully skirted mobile/manufactured home; or
- (3) Installation of a unit on a permanent visible foundation.

(E) The prohibition contained in this section shall not apply to a mobile/manufactured home which must be relocated due to a "change in use." Any such mobile/manufactured home may be moved from a mobile home park located within the city to another mobile home park located within the city which will permit acceptance of the unit, after issuance of the building/location permit described in this section. As used in this section,

“change in use” means a change in the use of land from the rental of mobile home spaces in a mobile home park to some other use.

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Ordinance No. 2024-10 Amending Chapter 11.35 of the Show Low City Code by Adding Section 11.35.070 "Smoking Prohibited in City Parks and Public Outdoor Spaces," and Adopting Resolution No. R2024-32 Declaring as Public Record that Document Titled "Revisions to Chapter 11.35, Parks and Recreation, of the Show Low City Code" (Jay Brimhall)

RECOMMENDATION

By unanimous consent, read Ordinance No. 2024-10 by title only, as all Council members have a copy.

I **MOVE** to adopt Ordinance No. 2024-10, by amending Chapter 11.35 of the Show Low City Code, by adding Section 11.35.070 "Smoking Prohibited in City Parks and Public Outdoor Spaces," and Adopting Resolution No. R2024-32 Declaring as Public Record that Document Titled "Revisions to Chapter 11.35, Parks and Recreation, of the Show Low City Code"

BACKGROUND

As directed by City Council, city staff drafted an ordinance to prohibit smoking within all City parks, recreational areas, and public outdoor spaces.

This ordinance addresses community health, public safety, and environmental quality by prohibiting smoking in all outdoor spaces managed by the City, including trails, playgrounds, sports fields, picnic areas, and parking lots. "Smoking" is broadly defined to include traditional tobacco, e-cigarettes, hookahs, and other vapor-producing products.

Exceptions allow designated smoking areas and permit-limited zones for private events, in line with city guidelines. Violations would be treated as civil infractions to encourage compliance through penalties. This ordinance aims to improve public health, reduce litter, mitigate fire risks, and create cleaner, safer public spaces for all.

Staff recommends adopting this ordinance.

ATTACHMENTS

1. Ordinance No. 2024-10
2. Resolution No. R2024-32

FISCAL IMPACT

N/A

CITY OF SHOW LOW ORDINANCE NO. 2024-10

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, NAVAJO COUNTY, ARIZONA, AMENDING THE SHOW LOW CITY CODE BY ADDING “11.35.070, SMOKING PROHIBITED IN CITY PARKS AND PUBLIC OUTDOOR SPACES,” PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY.

RECITALS:

WHEREAS, the City of Show Low seeks to promote the health and safety of its residents and visitors, preserve the natural environment, and ensure a pleasant and clean experience in its parks and recreational areas; and

WHEREAS, the City recognizes the environmental and fire hazards of smoking-related litter and the health risks posed by secondhand smoke and vapor emissions; and

WHEREAS, the City desires to establish clear regulations to prevent smoking and vaping in designated public areas to promote a cleaner, safer, and more enjoyable environment;

WHEREAS, amending Chapter 11.35 of the Show Low City Code, adding “11.35.070, Smoking Prohibited in City Parks and Public Outdoor Spaces” is consistent with the goals of the City.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Show Low, Navajo County, Arizona, as follows:

Section 1

Title 11, Street, Sidewalks and Public Spaces, Chapter 11.35, Parks and Recreation of the City Code for the City of Show Low, Arizona, is hereby amended as outlined in Resolution No. R2024-32.

Section 2

All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of the Code adopted herein by reference, are hereby repealed.

Section 3

The effective date of this Ordinance shall be 30 days following adoption by the City Council.

Section 4

That certain document titled "Revisions to Chapter 11.35, Parks and Recreation, of the Show Low City Code," three copies of which are on file in the office of the City Clerk of the City of Show Low, Arizona, which document was made a public record by Resolution R2024-32 of the City of Show Low, Arizona, is hereby referred to, adopted, and made a part hereof as if fully set out in this Ordinance.

Section 5

If any section, subsection, clause, phrase, or portion of this Ordinance or any part of the Code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Mayor and Council of the City of Show Low, Arizona, this 19th day of November 2024.

John Leech, Jr., Mayor

ATTEST:

Rachael Hall, City Clerk

APPROVED AS TO FORM:

Anna M. Atencio, City Attorney

CITY OF SHOW LOW RESOLUTION NO. R2024-32

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE CITY CLERK AND TITLED “REVISIONS TO CHAPTER 11.35, PARKS AND RECREATION, OF THE SHOW LOW CITY CODE”

RECITALS:

WHEREAS, the Arizona Revised Statutes §9-802 provides for the adoption of a code or public record by reference; and

WHEREAS, it is the purpose of this Resolution to declare the document titled “Revisions to Chapter 11.35, Parks and Recreation, of the Show Low City Code” to be a public record for adoption by reference.

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Show Low, Arizona, as follows:

THAT certain document titled “Revisions to Chapter 11.35, Parks and Recreation, of the Show Low City Code,” three copies which are on file in the office of the City Clerk, is hereby declared to be a public record, and said copies are ordered to remain on file with the City Clerk.

PASSED AND ADOPTED this 19th day of November 2024, by the Mayor and Council of the City of Show Low, Arizona.

John Leech, Jr., Mayor

ATTEST:

Rachael Hall, City Clerk

APPROVED AS TO FORM:

Anna M. Atencio, City Attorney

Revisions to Chapter 11.35
Parks and Recreation, of the Show Low City Code

Chapter 11.35 Parks and Recreation

Section 11.35.070, Smoking Prohibited in City Parks and Public Outdoor Spaces

- A. Smoking is prohibited within all city parks, recreational areas, and public outdoor spaces managed by the City of Show Low. The prohibition includes but is not limited to walking trails, playgrounds, picnic areas, sports fields, and parking lots.
- B. “Smoke” or “smoking” means inhaling, exhaling, burning, carrying or possessing any lighted tobacco, marijuana or vapor-producing product, including cigars, cigarettes, e-cigarettes, hookahs, pipe tobacco and any other lighted tobacco product or vapor-producing product.
- C. This ordinance does not apply to smoking areas as designated by the City and private events held in leased areas of parks where special permits are issued, provided specific smoking zones are designated by the event organizers in compliance with city regulations.
- D. Any person violating this Section shall be guilty of a civil violation.

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Award of Public Affairs Consulting Services Agreement
(Morgan Brown)

RECOMMENDATION

I **MOVE** to award the Public Affairs Consulting Services Agreement with POLICY 48.

BACKGROUND

The City seeks to effectively and efficiently advocate for its interests at state and federal levels, securing essential resources, funding and legislative support to advance community priorities. Staff sought recommendations for these services and Mike Gardner of POLICY 48 came highly recommended. Mike is from Lakeside and grew up in Holbrook. He served in the Legislature and has already begun to help the City with this Legislative Session.

POLICY 48 is able to assist the City with monitoring the Arizona legislature on legislation that impacts the City, strengthen and build relationships to educate the legislature and executive branch about the needs of our rural community, and advocate to defeat any legislation that would have a negative impact on the City. Two key projects involving the State of Arizona have been identified for POLICY 48, the East Woolford Road Extension funding and the relocation of the Arizona Department of Transportation yard. East Woolford Road funding is crucial to relieve congestion, provide emergency access and develop more commercial areas including for the event center.

The agreement with POLICY 48 is a flat, fixed monthly retainer of \$6,000.00 and may be terminated upon 30 days notice. This was already included in this years budget.

ATTACHMENTS

1. City of Show Low Proposal - Policy 48- lobbyist

FISCAL IMPACT

Funding source (account no.): Professional & Consulting (11-425-430-3200-0000)



November 4, 2024

Morgan Brown
City Manager, City of Show Low
180 N 9th St.
Show Low, AZ 85901

Re: Proposal for Public Affairs Consulting Services

Mr. Brown:

The POLICY 48 team is honored to have the opportunity to propose government relations consulting services for the City of Show Low, Arizona (CITY).

POLICY 48 LLC is a public affairs consulting firm with nearly two decades of experience advocating for clients at the local, state, and federal levels of government. Our team has first-hand knowledge and expertise in the dynamic political process. Our extensive contacts, strong bipartisan relationships with, and access to local, state, and federal officials make us effective advocates for our clients.

Our team, our experience and our approach make us well qualified and uniquely positioned to assist the CITY with its public affairs needs as addressed in the following sections of the proposal. We have represented a large Arizona city for over 20 years at the state capitol and have delivered numerous wins on their behalf. Some of these include new money for roadway projects, additional funding for police investigations, changes to policy regarding homelessness as well as defeating literally dozens of harmful pieces of legislation.

SCOPE OF WORK

The City of Show Low is a popular city in the state of Arizona that continues to increase in population and visitor growth. The attractive city is the jumping off point for tens of

thousands of visitors that come to the White Mountains every year. The CITY needs to make sure they have the resources required to meet the needs of the residents and the visitors that come to the community. This involves sufficient and safe infrastructure as well as quality of life services.

With this goal in mind, the CITY desires to retain the services of a government relations firm to work on issues of importance to the community.

Our work for you will include:

1. Eyes and ears monitoring of the legislature and the executive branch. Reading all bills and amendments that are introduced during the Arizona legislative session and tracking all legislation that impacts the CITY. We will also be your early alert warning system of other issues that might arise. We will gather on the ground intelligence from elected officials and staff of items that have not yet been made public.
2. Issue education and advocacy. We will work to strengthen existing relationships and build new ones with elected officials and key staff members at all levels of government. We will proactively work with the City Manager and other stakeholders to educate both the legislative and executive branch of government about the needs of our rural community. In addition, we will promote and advocate the passage of new legislation that has a positive impact on local governments.

While other issues will likely arise during the legislative session, two key items have already been identified as a top priority:

- East Woolford Road Extension funding
- Moving of the ADOT yard to a location already identified

We will immediately begin work on these two projects and then will coordinate with the City Manager as other important issues that impact the city are identified.

3. Defeat of harmful legislation. We will aggressively advocate to defeat any legislation that would have a negative impact on the CITY. We will directly engage all members of the House and Senate, including legislative leadership, staff and other stakeholders, to gather support for our position on the legislation. This will include one-on-one meetings, providing direct testimony and/or

facilitating testimony from other stakeholders in legislative hearings and meetings as well as deploying other advocacy strategies.

In addition, we will:

- Develop a messaging platform that will enhance the CITY's presence at the Capitol, including drafting white papers, briefing packets, and appropriate "leave behind" materials for policy makers and staff.
- Provide on-the-ground coverage of all key stages of the legislative process, including active advocacy efforts in the interim as well as the legislative session. This will include efforts to support, oppose, or modify legislation on THE CITY's behalf.
- Develop a regular communication protocol with the City Manager to make sure we remain aligned on all priorities and issues of importance to the association.
- Communicate all pertinent developments to the broader CITY team including presentations to Mayor, Council and others as directed by the City Manager.
- Assist in compliance with lobbyist registration and reporting laws as needed.

TERMS

Commencing December 1, 2024, POLICY 48 will perform the foregoing scope of work for a flat, fixed monthly retainer of \$6,000.00 inclusive of reasonable and customary costs. This will be billed monthly and can be paid by check or electronic funds transfer within thirty (30) days.

Either party may terminate this engagement upon thirty (30) days' prior written notice to the other party. Upon expiration of the 30-day period, both parties are released from further obligations under the engagement other than obligations to pay amounts that occurred before the 30 days expired.

OTHER MATTERS

Secretary of State Registration: As directed and needed, POLICY 48 will complete and file lobbying registration for the CITY and provide guidance surrounding reporting requirements in connection with lobbying activities.

Other Expenses: The CITY is not responsible for any additional business expenses of POLICY 48 unless they are preapproved by and at the request of the CITY.

Conflicts: At this time, we are not aware of any conflicts between POLICY 48's existing public affairs clients and the public affairs needs of the CITY. A representative client list is provided below for your review.

CONCLUSION

The POLICY 48 team is enthusiastic about the prospect of representing the CITY in Arizona. If this proposal meets your approval, please sign and return one copy of this letter to us for our records. If you have any questions, please do not hesitate to let us know.

Thank you for your consideration.

Very truly yours,



Michael Gardner
President

AGREED AND ACCEPTED:

The City of Show Low

By: _____

Name: _____

Title: _____

Date: _____



Mike Gardner

President

Biography

Mike's political career was launched nearly twenty years ago when he served as a Page in the Arizona State Legislature. Just a few years later he successfully ran for the Arizona House of Representatives and served for six years. While in office, Mike presided as Chairman of the Government Operations Committee and Chairman of the Judiciary Committee.



His reputation for effective bipartisan leadership led to his selection as the Chief of Staff in the Arizona Senate at a time when the chamber was evenly divided between Republicans and Democrats. In addition to his public-sector experience, Mike led the e-commerce division of a major local retail organization. Before running for office Mike was the Operations Director for The Phoenix Symphony.

Mike has been blessed to represent many Fortune 100 clients as well as other great industry associations, cities and education groups in the state. He has been nominated multiple times by the *Arizona Capitol Times* as one of the top lobbyists in the state. His tenure as an elected official and senior staff advisor, coupled with his business experience, give Mike a unique understanding of how to help clients tell their story as they navigate the maze of government.

When not slaying dragons, he likes to spend time with his beautiful wife and family, and hopefully find an opportunity to scuba dive.

CLIENT LIST

Policy 48 LLC is honored to work with some of the most respected companies and business trade organizations in the state. Our clients are an important part of our success, and many have been with us for numerous years. Recognizing the importance of maintaining the integrity of our relationships with our clients, the firm does not publish current or past clients in our public marketing materials. Nevertheless, we are sensitive to potential conflicts of interest and are pleased to provide a client list to current and prospective clients.

Current Clients:

- AG Tech LLC
- Alliance of Automotive Innovation
- Arizona Beverage Association
- Arizona Builders Alliance
- Arizona Restaurant Association
- Arizona Solar Energy Industry Association
- Community Health Systems
- City of Mesa
- DirecTV
- DISH Network
- FedEx Corporation
- Gulfstream Aerospace
- Phoenix Mesa Gateway Airport
- Professional Firefighters of Arizona
- Rockwell Properties
- Solar Energy Industry Association
- Southwestern Power Group
- Sports Betting Alliance
- Wells Fargo