

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

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

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

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

6. **SPECIAL EVENTS:**

- A. Swearing in of Mayor and Council Members
- B. Designation of Vice Mayor to Two-Year Term
- C. Presentation of Annual Report by Show Low Historical Society
- D. Presentation Regarding Show Low Turn of a Card Community Center and Meals on Wheels Program
- E. Update by Show Police Department and Navajo County Sheriff's Office Regarding Concerns on Undocumented Immigrants in the White Mountains
- F. Presentation of Annual Comprehensive Financial Report for Fiscal Year 2024

7. **CONSENT CALENDAR:**

- A. Consideration of Resolution No. R2024-35 Authorizing Re-establishment of Downtown Redevelopment Project Area (Lisa Robertson)
- B. Consideration of Approval of Proposed Fiscal Year 2026 Budget Calendar

(Justin Johnson)

- C. Consideration of Reappointment of Board Member to Show Low Municipal Property Corporation (Morgan Brown)
- D. Consideration of Reappointment of Associate City Magistrate (Morgan Brown)
- E. Consideration of Minutes of Show Low City Council meetings:
 - 1. Regular Meeting of November 19, 2024

8. **NEW BUSINESS:**

- A. Consideration of Ordinance No. 2024-12 Amending Chapter 5.10 of the Show Low City Code by Adding Section 5.10.030 "Unlawful Animal Ownership, Possession or Transfer of Animals," and Adopting Resolution No. R2024-34 Declaring as Public Record that Document Titled "Revisions to Chapter 5.10, Care of Animals, of the Show Low City Code" (Anna Atencio)
- B. Consideration of Approval of Five-Year Capital Improvement Plan for Fiscal Years 2026 to 2030 (Bill Kopp)
- C. Consideration of Appointment of Associate City Magistrate (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. **ADJOURNMENT:**

SCHEDULED MEETINGS/EVENTS:

DATE	TIME	EVENT NAME
12/03/2024	7:00 PM	CITY COUNCIL - 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 Tuesday, November 26, 2024.

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Resolution No. R2024-35 Authorizing Re-establishment of Downtown Redevelopment Project Area (Lisa Robertson)

RECOMMENDATION

I **MOVE** to adopt Resolution No. R2024-35 authorizing the re-establishment of a Downtown Redevelopment Project Area within the municipality.

BACKGROUND

On March 19, 2019, the City Council passed and adopted Resolution No. R2019-06 re-establishing a Redevelopment Project Area within the corporate limits of the City of Show Low as defined by Arizona Revised Statutes, Title 36, Chapter 12, Article 3, and declared that the redevelopment of such an area is in the best interests of the public health, safety, and welfare of the residents of the municipality, pursuant to A.R.S. 36-1473. The designation is required for application to the State Community Development Block Grant (CDBG) program and future grant opportunities to fund eligible revitalization projects within the target area. A.R.S. 36-1474 stipulates that the Redevelopment Area designation terminates five years from the date of original passage.

The Arizona Department of Housing (ADOH) requires a resolution to establish the City's Redevelopment Area designation as part of the City's CDBG-RA application. The Council approved Resolution No. R2019-06 on March 19, 2019, designating the downtown Redevelopment Project Area as it was originally defined in 2005.

The City is now applying for 2025 CDBG funds for a sidewalk project on 9th Place. ADOH requires the application to include a new, five-year redevelopment resolution to re-establish the redevelopment area, as defined in attached Exhibit A.

ATTACHMENTS

1. Resolution No. R2024-35
2. Aerial Map

FISCAL IMPACT

N/A

CITY OF SHOW LOW RESOLUTION NO. R2024-35

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, AUTHORIZING THE RE-ESTABLISHMENT OF A DOWNTOWN REDEVELOPMENT PROJECT AREA WITHIN THE MUNICIPALITY

RECITALS:

WHEREAS, the State Community Development Block Grant Program provides assistance for eligible activities which assist persons of low to moderate income, aid in the prevention of slum or blight, or solve an urgent need or health hazard; and

WHEREAS, the State Community Development Block Grant Program requires that an applicant requesting funds for eligible activities, identify a target area where such funds will be expended; and

WHEREAS, the City of Show Low is applying for State Community Development Block Grant funds for an activity that will aid in the prevention or elimination of slum or blight.

ENACTMENTS:

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

Section 1

A redevelopment project area, pursuant to A.R.S. §36-1473, is hereby found to exist within the corporate limits of the City of Show Low.

Section 2

The Downtown Redevelopment Project Area, as more fully delineated on the attached and incorporated Exhibit A, is hereby found to meet the criteria contained in A.R.S. §36-1473 and is described as follows:

Bounded on the north by Frontier Park, and
Bounded on the east by Show Low Creek, and
Bounded on the south by East McNeil, and
Bounded on the west by North 6th Street.

Section 3

The Downtown Redevelopment Project Area is defined as the target area where the round of State Community Development Block Grant funds will be expended and, further, may be applicable for other future grant opportunities.

PASSED AND ADOPTED this 3rd day of December, 2024, by the Mayor and Council of the City of Show Low, Arizona.

John Leech, Jr., Mayor

ATTEST:

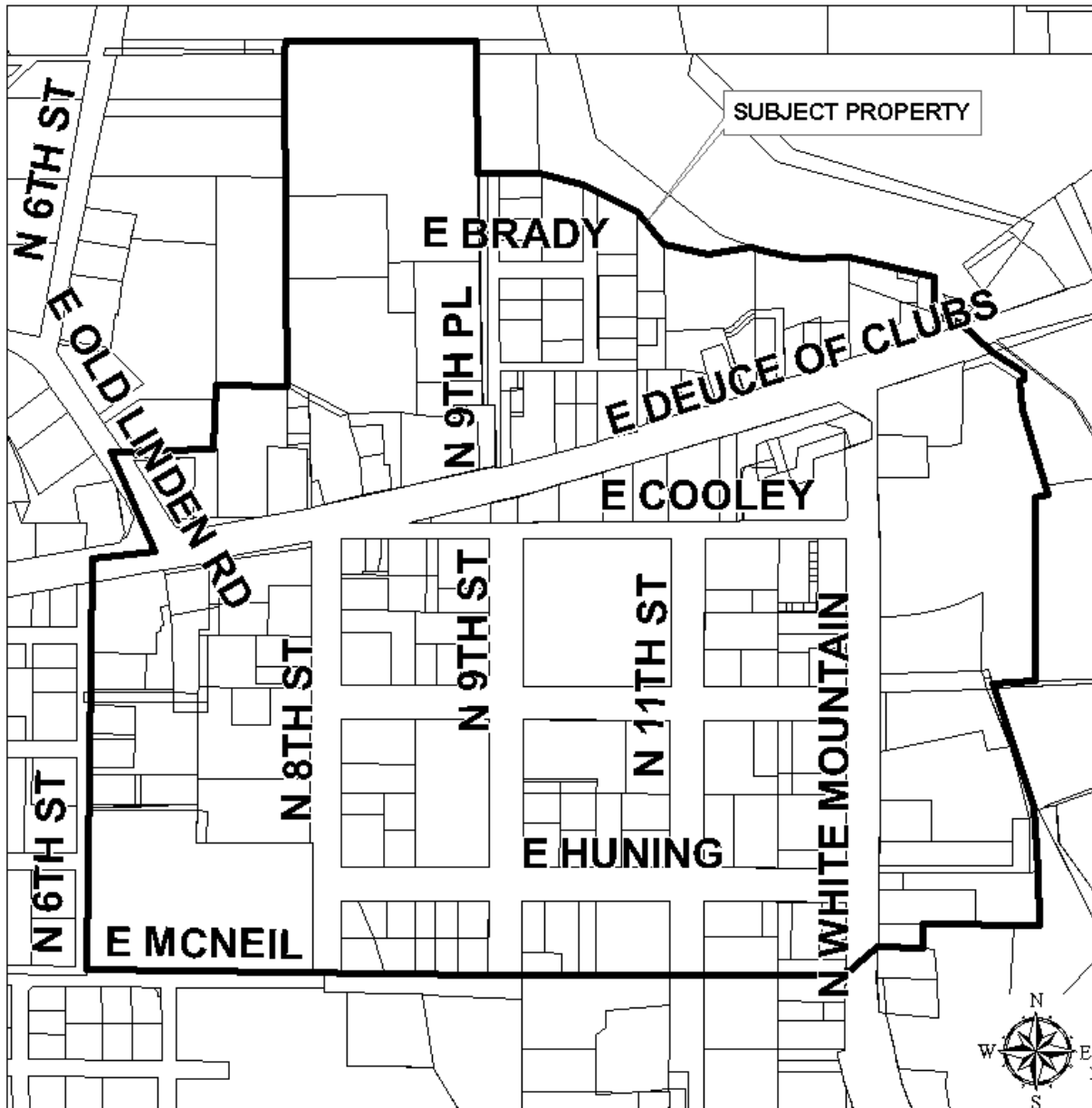
Rachael Hall, City Clerk

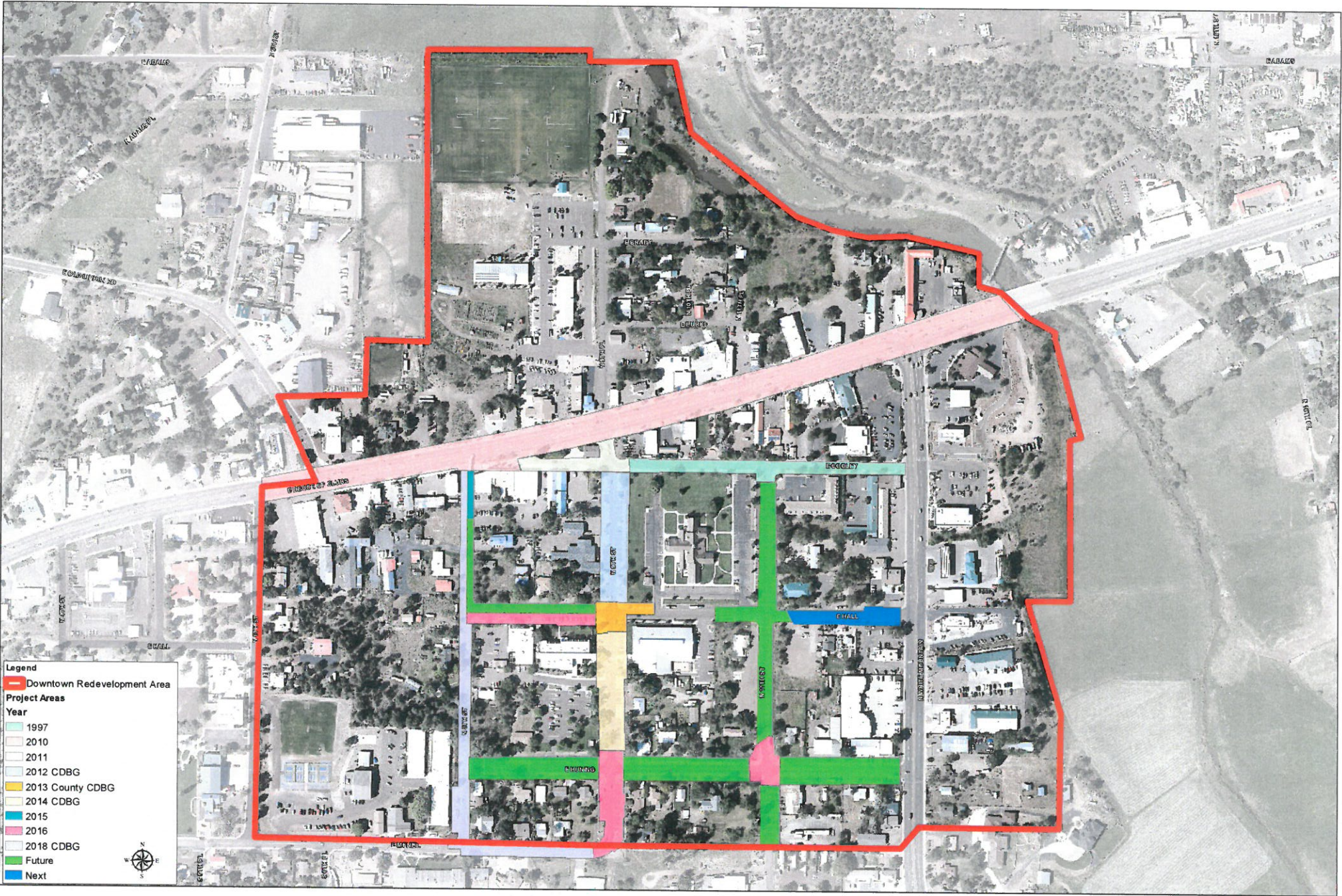
APPROVED AS TO FORM:

Anna M. Atencio, City Attorney

Exhibit A

DOWNTOWN REDEVELOPMENT PROJECT AREA





MTG DATE: 12/3/2024
ITEM: 7.B

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Approval of Proposed Fiscal Year 2026 Budget Calendar
(Justin Johnson)

RECOMMENDATION

I **MOVE** to approve the fiscal year 2026 budget calendar.

BACKGROUND

Each year the City prepares and adopts a budget based on the stated goals and objectives of the City Council and input from the residents of the City of Show Low. As part of this process, several town hall style meetings for public input and Council study sessions are included. The attached calendar establishes the dates for the Council budget sessions, town halls, and budget adoption.

ATTACHMENTS

1. FY2026 Budget Calendar

FISCAL IMPACT

N/A



City of Show Low, Arizona
Budget Calendar
FY2026

<u>Date</u>	<u>Activity</u>
Tuesday, January 21 6:30 P.M.	City Council Budget Study Session
Thursday, January 30 6:00 P.M.	Town Hall Budget Meeting
Friday, February 7	Department budget requests due to Finance – Review and compile requests
Ongoing	City Manager and budget staff review and revise budget requests with departments; develop recommended budget
Tuesday, February 18	City Manager and budget staff begin budget reviews with all departments
Monday, March 17	City Manager review of final recommended budget
Friday, March 28	Recommended budget delivered to Council
Tuesday, April 1 6:30 P.M.	City Council Budget Study Session and Presentation of City Manager's Recommended Budget
Thursday, April 3 6:00 P.M.	Town Hall Budget Meeting and City Council Budget Study Session
Thursday, April 17 6:00 P.M.	City Council Budget Study Session (if needed)
Thursday, April 24 6:00 P.M.	City Council Budget Study Session (if needed)
Tuesday, May 20 7:00 P.M.	Presentation of Changes to City Manager's Recommended Budget and Tentative Budget Overview
Tuesday, June 3 7:00 P.M.	Council Adoption of Tentative Budgets – sets expenditure limitation 1. Publish City's tentative budget for two consecutive weeks in local paper (Friday, June 10, and Friday, June 17)
Tuesday, June 17 7:00 P.M.	Public Hearing on Final Budget and Council Adoption of Final Budget
Tuesday, July 15 7:00 P.M.	Adopt Secondary Property Tax Levy

*All Council Meetings, Study Sessions, and Town Halls to be held in Council Chambers

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Reappointment of Board Member to Show Low Municipal Property Corporation (Morgan Brown)

RECOMMENDATION

I **MOVE** to reappoint Barry Nicks to the Show Low Municipal Property Corporation Board of Directors to a term ending January 2028.

BACKGROUND

The Municipal Property Corporation (MPC), a nonprofit corporation established in 1992, facilitates financing the cost of acquiring, constructing, and equipping certain facilities for use by and for leasing to the municipality. Per the corporation's bylaws, the City Council appoints three members, all of whom must be Show Low residents, to overlapping three-year terms.

Board member Barry Nicks has served on the MPC board since June 2017, when he was appointed to fill a vacancy. He currently serves as the Secretary of the Board. Mr. Nicks's term expires in January 2025. He has been contacted and agrees to accept a reappointment to the MPC. Staff recommends that the Council reappoint Mr. Nicks to the MPC Board of Directors for a three-year term ending January 2028.

ATTACHMENTS

None

FISCAL IMPACT

N/A

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Reappointment of Associate City Magistrate (Morgan Brown)

RECOMMENDATION

I **MOVE** to reappoint Rae Lynn Atencio as Associate Magistrate effective date January 1, 2025, to a two-year term ending December 31, 2026.

BACKGROUND

When Judge Scott Tipton is unavailable, or should a conflict arise with a certain case, it is necessary to have an additional judge (Associate Magistrate) available to preside at the Magistrate Court. In accordance with City Code, Associate Magistrates are appointed to two-year terms.

Rae Lynn Atencio will preside only as needed if Judge Tipton is unavailable or if a conflict arises. Judge Atencio also serves as a judge pro tempore for the Navajo County Justice Court.

Judge Tipton recommends Rae Lynn Atencio's reappointment as Associate Magistrate to a two-year term ending December 31, 2026.

ATTACHMENTS

None

FISCAL IMPACT

N/A

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL
HELD ON TUESDAY, NOVEMBER 19, 2024, AT 7:00 PM IN THE CITY COUNCIL
CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY,
ARIZONA**

1. Call to Order.

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

2. Roll Call.

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

COUNCIL MEMBERS ABSENT: Councilman Hatch.

STAFF MEMBERS PRESENT: F. Morgan Brown, City Manager; Anna Atencio, City Attorney; Justin Johnson, Deputy City Manager; Brad Provost, Police Chief; Jay Brimhall, Community Services Director; Justen Tregaskes, Planning and Zoning Director; Shane Hemesath, City Engineer; Steve North, Economic Development Director; and Rachael Hall, City Clerk.

GUESTS: Gary Martinson and others.

3. Invocation.

Councilman Adams gave the invocation.

4. Pledge of Allegiance.

The Show Low High School Show Biz Choir sang the national anthem in lieu of the pledge of allegiance.

5. **CALL TO THE PUBLIC:**

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

None.

6. **SPECIAL EVENTS:**

A. Presentation by Show Low High School Show Biz Choir

Cynthia Whipple and the Show Biz Choir students announced the 40th annual Feaste of Carols on December 5 through December 7 at Whipple Ranch Elementary School. Tickets were on sale and could be purchased at the Show Low School District Auditorium.

The choir students performed "Angels We Have Heard on High" for the Council and audience.

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

COUNCILMAN ADAMS MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN JUDD; PASSED 6 TO 0 WITH MAYOR LEECH, 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 Sunken Manhole Repair Project 2024, City of Show Low Project No. S-3025, and Authorization of Associated Budget Transfers (Shane Hemesath)

Mr. Hemesath said the City currently required that new wastewater manholes were backfilled with a type 2 slurry backfill similar to low-strength concrete. The slurry material was poured into the excavated area around the manhole, dried, and provided a strong base for future asphalt replacement. This requirement removed the difficult task of compacting backfill material next to the curved surface of the manhole. Manholes installed prior to 2008 may have been installed without slurry backfill and likely with aggregate base compacted along the side of the manhole. If the aggregate base material was not compacted correctly, the roadway could begin to settle around the outside of the manhole. The steel cover of the manhole could stick out of the settled hole

creating an unsafe condition for the traveling public and snowplows.

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

Mr. Hemesath said 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

Mr. Hemesath said the pre-bid meeting was attended by three different contractors; however the City received only one bid. Staff verified the pricing, and it was 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 would be utilized to fund the improvements.

Mr. Hemesath said staff recommended 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.

COUNCILMAN CLARK MOVED 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; SECONDED BY COUNCILMAN WHIPPLE; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

B. Consideration of Award of Professional Services Contract for Business Planning Services for Show Low Business Incubator Project (Steve North)

Mr. North said 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 included 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 would 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 had the unique skill set necessary to do the job and had direct experience developing business plans for business incubators.

Mr. North said staff recommended 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.

Councilman Clark asked for the timeline on the project and when the business plan would be completed. Mr. North said most things would be completed in 9 to 12 months.

COUNCILMAN CLARK MOVED TO AWARD A PROFESSIONAL SERVICES CONTRACT FOR BUSINESS PLANNING SERVICES FOR THE SHOW LOW BUSINESS INCUBATOR PROJECT TO WHITE MOUNTAIN ECONOMIC DEVELOPMENT; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- 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)

Mr. North said 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 included 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 would 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 had the unique skill set necessary to do the job and had direct experience designing commercial kitchens for business incubators.

Mr. North said staff recommended awarding the 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.

COUNCILMAN JUDD MOVED 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; SECONDED BY MAYOR LEECH; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN

CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- 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)

Mr. Tregaskes said 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)

Mr. Tregaskes said staff surveyed to determine which ages of manufactured homes were permitted in other area jurisdictions. These ages were 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

Mr. Tregaskes said based on this information, and in an effort to be consistent with other local jurisdictions, staff was 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.

Mayor Leech asked for clarification on the park-to-park relocation. Mr. Tregaskes said this would allow manufactured homes that exceeded the ten-year age limit to move from park-to-park within the City as long as the park allowed the relocation.

TO BY UNANIMOUS CONSENT, MS. HALL READ ORDINANCE NO. 2024- 11 BY TITLE ONLY, AS ALL COUNCIL MEMBERS HAVE A COPY.

COUNCILMAN ADAMS MOVED 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"; SECONDED BY COUNCILMAN WHIPPLE; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- 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)

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

Mr. Brimhall said this ordinance addressed 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" was broadly defined to include traditional tobacco, e-cigarettes, hookahs, and other vapor-producing products.

Mr. Brimhall said exceptions allowed 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 aimed to improve public health, reduce litter, mitigate fire risks, and create cleaner, safer public spaces for all.

Mr. Brimhall said staff recommended adopting this ordinance.

Councilman Whipple asked if staff planned to put up new signage for the ordinance to notify the public regarding the ordinance. Mr. Brimhall said yes, staff would install new signage.

BY UNANIMOUS CONSENT, MS. HALL READ ORDINANCE NO. 2024-10 BY TITLE ONLY, AS ALL COUNCIL MEMBERS HAVE A COPY.

COUNCILMAN WHIPPLE MOVED 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"; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, COUNCILMAN WHIPPLE VOTING IN FAVOR.

F. Consideration of Award of Public Affairs Consulting Services Agreement (Morgan Brown)

Mr. Brown said the City was seeking 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 was from Lakeside and grew up in Holbrook. He served in the Legislature and had already begun to help the City with this Legislative Session.

Mr. Brown said POLICY 48 was able to assist the City with monitoring the Arizona legislature on legislation that impacted 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 had 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 was crucial to relieve congestion, provide emergency access and develop more commercial areas including for the event center.

Mr. Brown said the agreement with POLICY 48 was a flat, fixed monthly retainer of \$6,000.00 and could be terminated upon 30 days notice. This was already included in this year's budget.

COUNCILMAN CLARK MOVED TO AWARD THE PUBLIC AFFAIRS CONSULTING SERVICES AGREEMENT WITH POLICY 48; SECONDED BY VICE MAYOR KAKAVAS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Vice Mayor Kakavas attended the Apache and Navajo Counties Mayors and Councilmembers Association quarterly meeting and stated they would be sending out updated lists and procedures to the members. She shared that many municipalities were getting ready for the holiday season with events.

Councilman Clark attended the Northland Pioneer College's presentation of "The Secret Garden" and praised their performance and production and encouraged citizens to attend the performance.

B. Mayor

Mayor Leech encouraged Council and citizens to attend upcoming holiday events this season.

C. City Manager

Mr. Brown said the recreation department would be hosting many holiday events. On December 7, the Show Low Shines Christmas Parade would be held and the parade would begin at 6:00 p.m. He said there would be a Winter Wonderland Christmas stroll at the Meadow Trail, which was much like the Scarecrow Trail that would begin on December 7.

Mr. Brown said the annual Community Fast began last Sunday and ends November 23. He encouraged everyone to fast one or two meals and donate the cost of those meals (or more) to help our fellow citizens in need this holiday season. The Community Celebration would be held on November 24, beginning at 5:00 p.m. at the Show Low School District Auditorium.

Mr. Brown reminded citizens that City offices would be closed next week on Thursday and Friday, November 28 and 29 for the Thanksgiving holiday and wished everyone a Happy Thanksgiving.

10. **SCHEDULE OF MEETINGS:**

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

Mr. Brown said there would be a study session December 10, 2024, at 5:30 p.m. to review the sports and events center.

COUNCILMAN CLARK MOVED TO RECESS INTO EXECUTIVE SESSION TO DISCUSS CITY MAGISTRATE, PORTION OF A.P. NO. 210-03-034N, MEMORANDUM OF UNDERSTANDING WITH WHITE MOUNTAIN ADVISORY GROUP, AND REVIEW MINUTES OF THE EXECUTIVE SESSION OF THE SHOW LOW CITY COUNCIL HELD ON SEPTEMBER 3 AND SEPTEMBER 17, 2024; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, CLARK, JUDD, AND WHIPPLE VOTING IN FAVOR.

The Show Low City Council recessed into Executive Session at 7:37 p.m.

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

The Show Low City Council reconvened to Open Session at 8:24 p.m.

COUNCILMAN CLARK MOVED TO APPROVE THE EMPLOYMENT

AGREEMENT FOR CITY MAGISTRATE WITH JUDGE TIPTON; SECONDED BY VICE MAYOR KAKAVAS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

COUNCILMAN CLARK MOVED TO APPROVE THE MINUTES OF THE EXECUTIVE SESSIONS OF THE SHOW LOW CITY COUNCIL HELD ON SEPTEMBER 3, 2024 AND SEPTEMBER 17, 2024; SECONDED BY MAYOR LEECH; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

13. ADJOURNMENT:

There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL OF NOVEMBER 19, 2024, AT 8:26 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 19, 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

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Ordinance No. 2024-12 Amending Chapter 5.10 of the Show Low City Code by Adding Section 5.10.030 "Unlawful Animal Ownership, Possession or Transfer of Animals," and Adopting Resolution No. R2024-34 Declaring as Public Record that Document Titled "Revisions to Chapter 5.10, Care of Animals, of the Show Low City Code" (Anna Atencio)

RECOMMENDATION

By unanimous consent, read Ordinance No. 2024-12 by title only, as all Council members have a copy.

I **MOVE** to adopt Ordinance No. 2024-12, Amending Chapter 5.10 of the Show Low City Code by Adding Section 5.10.030 "Unlawful Animal Ownership, Possession or Transfer of Animals," and Adopting Resolution No. R2024-34 Declaring as Public Record that Document Titled "Revisions to Chapter 5.10, Care of Animals, of the Show Low City Code"

BACKGROUND

Over the years, and increasingly as of late, individuals with convictions of animal cruelty, or other significant animal violations, have had their animals seized and forfeited by the city or state, only to then obtain more animals and subject these animals to the same abuse and neglect. The City seeks to protect the health and safety of animals within the City, and discontinue the cycle of obtaining and maintaining animals that are abused and neglected.

The new section to the City Code would preclude a person's ownership, possession, adoption, fostering and residing with an animal after conviction of Show Low City Code, Animal Cruelty or Neglect, or other specified animal convictions. For the first conviction of a civil offense of Animal Cruelty and Neglect, or other specified animal violation, a person would be precluded from animal ownership or possession for at least five years. For the first criminal conviction or a second or subsequent civil conviction, at least ten years. And, for a second criminal conviction, for the person's lifetime. For this section, an "animal" is defined as a cat or dog. The Ordinance would allow the Magistrate to make a "good cause exception" if a convicted person lives in a household that has an animal. And, after a year, a convicted person could petition the court to have their animal ownership rights restored.

The State of Arizona has a similar law (Arizona Revised Statute §13-2910.11); however, the state law does not include convictions of municipal animal cruelty and neglect as a basis to preclude ownership of animals.

The first violation of this section would be a civil violation, and subsequent violations would escalate to a criminal violation of a class 1 misdemeanor.

Staff recommends amending the City Code, adding Section 5.10.030 “Unlawful Animal Ownership, Possession or Transfer of Animals.”

ATTACHMENTS

1. Ordinance No. 2024-12
2. Resolution No. R2024-34

FISCAL IMPACT

N/A

CITY OF SHOW LOW ORDINANCE NO. 2024-12

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, NAVAJO COUNTY, ARIZONA, AMENDING THE SHOW LOW CITY CODE BY ADDING “5.10.030, UNLAWFUL ANIMAL OWNERSHIP, POSSESSION OR TRANSFER OF ANIMALS,” PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY.

RECITALS:

WHEREAS, the City of Show Low seeks to protect the health and safety of animals within the City; and

WHEREAS, the City desires to establish clear regulations to prevent a person convicted of specific state and local offenses, including animal cruelty and animal fighting, from owning, adopting or caring for an animal within the City; and

WHEREAS, amending Chapter 5.10, Care of Animals of the Show Low City Code, adding “5.10.030, Unlawful Animal Ownership, Possession or Transfer of Animals” 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 5, Animals, Chapter 5.10, Care of Animals of the City Code for the City of Show Low, Arizona, is hereby amended as outlined in Resolution No. R2024-34.

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 5.10, Care of Animals, 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 R2024-34 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 3rd day of December 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. R2024-34

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 5.10, CARE OF ANIMALS, 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 5.10, Care of Animals, 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 5.10, Care of Animals, 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 3rd day of December 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 5.10
Care of Animals, of the Show Low City Code

Chapter 5.10 Care of Animals

....

Section 5.10.030, Unlawful Animal Ownership, Possession or Transfer of Animals

A. It is unlawful for a person who has been convicted of a criminal or civil violation of any of the following offenses to own, possess, adopt, foster, reside with or otherwise intentionally contact, care for or have custody of any animal in the person's household within city limits:

1. Any offense as set forth in A.R.S. § 13-2910.11.
2. Any violation as set forth in Show Low City Code, 5.10.010, Cruelty and Neglect, or a substantially similar violation from another jurisdiction.

B. Except as provided in subsection D of this section, the prohibitions listed in subsection A of this section shall remain in place for the following amount of time:

1. For the first conviction of a civil offense, at least five years.
2. For a first criminal conviction or a second or subsequent civil conviction, at least ten years.
3. For a second criminal conviction, for the person's lifetime.

C. Within thirty days after a person is prohibited from possessing an animal pursuant to this section, the person shall transfer all animals in the person's care or custody to another person who is not in the person's household.

D. On proper application and not less than one year after the person is convicted of a misdemeanor or civil violation of an offense listed in subsection A of this section, the person may apply to have the person's right to possess an animal restored. Any time spent on absconder status while on probation, on escape status or incarcerated is excluded in calculating the minimum time requirement. The person may apply to the magistrate who pronounced sentence or magistrate's successor in office. The applicant shall serve a copy of the application on the prosecutor. The court shall conduct a hearing on the request within sixty days after the application is filed. The defendant bears the burden by a preponderance of evidence at the hearing. To assist the court in making a determination, the court may require the person to complete a psychiatric or psychological examination and undergo counseling, if necessary, before restoring the

person's right to possess an animal. The court may terminate or reduce the time period required by subsection B of this section on a finding that:

1. The applicant has the ability to properly care for all animals in the applicant's possession, and

2. The applicant has successfully completed all classes or counseling that was ordered by the sentencing court.

E. A person convicted of a criminal or civil violation who lives in a household with an animal that is owned, possessed, adopted or fostered by another person in the household may apply to the court for a good cause exception. A good cause exception is valid for one year and allows the convicted person to reside in the same household as an animal. The convicted person may request the court to renew a good cause exception sixty days before the good cause exception expires. The court may grant a good cause exception or renew a good cause exception if all of the following apply:

1. The person is on supervised or unsupervised probation, community supervision or parole or agrees to be subject to the court's jurisdiction and supervision while living in the household.

2. The court determines that it is in the best interests of the animal and the person who owns, possesses, adopts or fosters the animal to allow the person to remain in the same household and reside with the animal.

3. The person agrees to not intentionally contact, care for or have custody of the animal.

F. The first violation of this section is a civil violation. A second or subsequent violation of this section, is a class 1 misdemeanor. Each day the violation continues shall be a separate offense.

G. For the purposes of this section:

1. "Animal":

(a) Means any domesticated dog or cat.

(b) Does not include livestock or wildlife.

2. "Household" includes all of the persons who occupy a housing unit as the person's usual place of residence, including all of the following:

(a) The related family members and all unrelated persons, if any, such as lodgers, foster children, wards or employees who share the housing unit.

(b) A person who lives alone in a housing unit or a group of unrelated persons sharing a housing unit such as partners or roomers.

3. "Housing unit" means a house, an apartment, a mobile home or trailer, a group of rooms or a single room occupied as separate living quarters for a household and includes any front, side or rear yards and any garages and detached garages that are under the control of the household.

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Approval of Five-Year Capital Improvement Plan for Fiscal Years 2026 to 2030 (Bill Kopp)

RECOMMENDATION

I **MOVE** to approve the five-year Capital Improvement Plan for Fiscal Years 2026 to 2030 for the City of Show Low.

BACKGROUND

The City of Show Low is required by City Code to have an approved five-year Capital Improvement Plan (CIP). The CIP is a planning tool to look five years ahead to plan and prioritize the City's needs. The program is administered by an advisory committee that consists of City staff and representatives from the City Council. Prior to the advisory committee meeting, a public notice was issued seeking recommendations for capital project requests. Every requestor that provides contact information receives a written response from staff.

The first year of the CIP (2026) includes any projects that were not funded in the fiscal year 2025 budget. The 2026 projects are the committee's top priorities. However, it is understood that not all the projects can be funded. The budget process will be the final determinant of which projects receive funding. Only projects over \$50,000.00 are included in the CIP. Smaller projects will be accounted for in each department's operations budget. Each project listed in the CIP has a detailed "Capital Outlay Project Sheet," which identifies the project, its cost, potential funding sources, and a timetable. Detailed cost estimates and maps are also included with the worksheets when appropriate.

Staff held a meeting with the advisory committee on November 18, 2024, at which time the CIP was recommended for approval by the committee. Staff recommends that the Council approve the five-year Capital Improvement Plan for fiscal years 2026 to 2030.

ATTACHMENTS

1. Five-Year Capital Improvement Plan 2026-2030

FISCAL IMPACT

N/A

Department	Project Number	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Airport	Airport 26-01	EA to Construct RWY 18/36 & Taxiway D (Fed 95% State 2.5% City 2.5%)	\$250,000.00					\$250,000.00
	Airport 26-02	Conduit Installation for Internet	\$100,000.00					\$100,000.00
	Airport 26-03	AWOS (State 90% City 10%)	\$400,000.00					\$400,000.00
	Airport 26-04	Relocate Windcone with Segmented Circle	\$200,000.00					\$200,000.00
	Airport 26-05	Airport Terminal Improvements Phase II	\$50,000.00					\$50,000.00
	Airport 26-06	Mowing Tractor	\$65,000.00					\$65,000.00
	Airport 26-07	North Apron Reinforced Parking for Airline	\$50,000.00					\$50,000.00
	Airport 26-08	Airport Parking Lot Expansion	\$400,000.00					\$400,000.00
	Airport 27-01	Runway 18/36 and Taxiway D with edge lighting (Design only) (Fed 95% State 2.5% City 2.5%)		\$400,000.00				\$400,000.00
	Airport 27-02	Rehab TWY A Edge Lighting (State 90% City 10%)		\$600,000.00				\$600,000.00
	Airport 27-03	Rehab TWY A Signage (State 90% City 10%)		\$100,000.00				\$100,000.00
	Airport 27-04	Reconstruct TWY B (BIL) (Fed 95% State 2.5% City 2.5%)	\$10,000.00	\$600,000.00				\$610,000.00
	Airport 28-01	Construct RWY 18/36 and TWY D Phase I (Grading) (Fed 95% State 2.5% City 2.5%)			\$4,500,000.00			\$4,500,000.00
	Airport 28-02	Replace Airport Rotating Beacon and Tower (Fed 90% State 10% City 0%)			\$155,000.00			\$155,000.00
	Airport 28-03	ARFF Vehicle (Index A) (Fed 95% State 2.5% City 2.5%)			\$450,000.00			\$450,000.00
	Airport 29-01	Construct RWY 18/36 and TWY D Phase II (Paving) (Fed 95% State 2.5% City 2.5%)				\$5,500,000.00		\$5,500,000.00
	Airport 29-02	Reconstruct North Apron (Fed 95% State 2.5% City 2.5%)				\$3,000,000.00		\$3,000,000.00
	Airport 30-01	Construct RWY 18/36 and TWY D Phase III (Lighting) (Fed 95% State 2.5% City 2.5%)					\$1,200,000.00	\$1,200,000.00
Total Airport			\$1,525,000.00	\$1,700,000.00	\$5,105,000.00	\$8,500,000.00	\$1,200,000.00	\$18,030,000.00
Aquatic Center								
	Parks Facilities 27-01	New Aquatic Center		\$1,500,000.00	\$15,000,000.00			\$16,500,000.00
Total Aquatic Center			\$0.00	\$1,500,000.00	\$15,000,000.00	\$0.00	\$0.00	\$16,500,000.00
Cemetery	Parks Facilities 22-05	Cemetery Expansion		\$70,000.00		\$70,000.00		\$140,000.00
	Parks Facilities 27-08	Cemetery Old Roadway Overlay		\$175,000.00				\$175,000.00
	Parks Facilities 29-05	Cemetery New Roadway Loop				\$340,000.00		\$340,000.00
Total Cemetery			\$0.00	\$245,000.00	\$0.00	\$410,000.00	\$0.00	\$655,000.00

Department	Project Number	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Communications								
	Communications 24-01	Communications Equipment Replacement	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$500,000.00
Total Communications			\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$500,000.00
Engineering								
	Engineering 26-01	Aerial Photo Update	\$60,000.00			\$60,000.00		\$120,000.00
Total Engineering			\$60,000.00	\$0.00	\$0.00	\$60,000.00	\$0.00	\$120,000.00
General Operations								
	Parks Facilities 22-04	Open Space Preservation	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$500,000.00
Total General Operations			\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$500,000.00
Information Services								
	Information Services 26-01	Access Control System 26-01	\$125,000.00					\$125,000.00
	Information Services 26-02	Phone System	\$150,000.00					\$150,000.00
	Information Services 26-03	Cloud Backup Solution	\$35,000.00	\$20,000.00	\$20,000.00			\$75,000.00
Total Information Services			\$310,000.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$350,000.00
Police Operations								
	Police 26-01	Covered Parking in Evidence Yard	\$150,000.00					\$150,000.00
	Police 26-02	Vehicle Replacement	\$469,200.00	\$493,200.00	\$517,200.00	\$529,200.00	\$553,200.00	\$2,562,000.00
	Police 26-03	Range Improvement	\$50,000.00					\$50,000.00
Total Operations			\$669,200.00	\$493,200.00	\$517,200.00	\$529,200.00	\$553,200.00	\$2,762,000.00
Community Services								
	Community Services 26-02	Community Arts, Public Art, Sculpture	\$180,000.00					\$180,000.00
Total Community Services			\$180,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180,000.00

Department	Project Number	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Parks Facilities/Maintenance	Parks Facilities 25-04	Downtown Restrooms	\$150,000.00					\$150,000.00
	Parks Facilities 26-01	Fitness Court	\$125,000.00					\$125,000.00
	Parks Facilities 26-02	City Campus Recreation Building and Restroom Rehab	\$400,000.00					\$400,000.00
	Parks Facilities 26-03	Show Low Lake Playground Replacement	\$140,000.00					\$140,000.00
	Parks Facilities 26-04	City Park New Pavilion Playground Replacement (Ponderosa Field)	\$150,000.00					\$150,000.00
	Parks Facilities 26-05	Nikolaus Park Parking - City Water Building	\$400,000.00					\$400,000.00
	Parks Facilities 26-06	City Park Lighting Phase II	\$80,000.00					\$80,000.00
	Parks Facilities 26-07	Artificial Turf at a Field TBD	\$1,000,000.00					\$1,000,000.00
	Parks Facilities 26-09	Baseball Field Rehabilitation	\$550,000.00					\$550,000.00
	Parks Facilities 26-10	McCarty Park Restroom	\$150,000.00					\$150,000.00
	Parks Facilities 27-02	Design & Construct New Museum Building		\$5,500,000.00				\$5,500,000.00
	Parks Facilities 27-03	Frontier Park DOC Access Road		\$360,000.00				\$360,000.00
	Parks Facilities 27-04	Frontier Parking Lot Expansion		\$680,000.00				\$680,000.00
	Parks Facilities 27-05	Lighting at Nikolaus Park Field		\$250,000.00				\$250,000.00
	Parks Facilities 27-06	Fence At Nikolaus Park Soccer Field		\$80,000.00				\$80,000.00
	Parks Facilities 27-07	Metal Building for Offseason Training	\$1,000,000.00					\$1,000,000.00
	Parks Facilities 28-01	Trailhead Parking & Improvements - Mtn Bike Course(s) and Trail(s)			\$500,000.00			\$500,000.00
	Parks Facilities 28-04	Little League Concessions Building and Bleachers			\$300,000.00			\$300,000.00
	Parks Facilities 28-05	Zebulon Pearce Park Phase 1			\$500,000.00			\$500,000.00
	Parks Facilities 29-01	City Park Grass				\$120,000.00		\$120,000.00
	Parks Facilities 29-02	Senior Field Terrace Wall				\$275,000.00		\$275,000.00
	Parks Facilities 29-03	Show Low Lake Parking Lighting				\$100,000.00		\$100,000.00
	Parks Facilities 29-04	City Park Raquet Ball Playground Replacement				\$200,000.00		\$200,000.00
	Parks Facilities 30-02	Zebulon Park Phase 2					\$500,000.00	\$500,000.00
Total Parks Facilities/Maintenance			\$4,145,000.00	\$6,870,000.00	\$1,300,000.00	\$695,000.00	\$500,000.00	\$13,510,000.00
	Planning & Zoning 26-01	Downtown Area Phase 3 Sidewalks	\$400,000.00					\$400,000.00
	Planning & Zoning 26-02	Woolford Road Multi-Use Path	\$1,000,000.00					\$1,000,000.00
	Planning & Zoning 26-03	S 11th Street Streetscape	\$300,000.00					\$300,000.00
	Planning & Zoning 26-04	Central Ave Sidewalk - Whipple to Owens	\$175,000.00					\$175,000.00
	Planning & Zoning 27-01	Downtown Area Phase 4 Sidewalks		\$650,000.00				\$650,000.00
	Planning & Zoning 27-02	General Plan Update		\$100,000.00				\$100,000.00
	Planning & Zoning 27-03	W Whipple/Deuce of Clubs Turn Lane		\$125,000.00				\$125,000.00
	Planning & Zoning 27-04	8th Street Sidewalk - Whipple to East Owens		\$400,000.00				\$400,000.00
	Planning & Zoning 28-01	S 8th Ave/Deuce of Clubs Turn Lane			\$125,000.00			\$125,000.00
	Planning & Zoning 28-02	E. Cooley Sidewalk - 6th Dr. to Fox Canyon			\$265,000.00			\$265,000.00
	Planning & Zoning 29-01	Sidewalk Connectivity Citywide				\$415,000.00		\$415,000.00
	Planning & Zoning 29-02	N. Central Multi-Use Path Adams to Savage				\$300,000.00		\$300,000.00
	Planning & Zoning 30-01	SR-260 Multi-Use Path Ellsworth to Meadow Creek					\$600,000.00	\$600,000.00

Department	Project Number	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Total Planning & Zoning			\$1,875,000.00	\$1,275,000.00	\$390,000.00	\$715,000.00	\$600,000.00	\$4,855,000.00
Streets	Streets 01	Lower Power Lines & Install Lights on Deuce of Clubs	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$500,000.00
	Streets 02	Streets General Improvements	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$2,000,000.00
	Streets 5791	Annual Slurry Seal Program	\$600,000.00	\$600,000.00	\$600,000.00	\$600,000.00	\$600,000.00	\$3,000,000.00
	Streets 25-11	F550 - Streets	\$110,000.00					\$110,000.00
	Streets 26-01	Fawnbrook Extension and Drainage Improvements	\$400,000.00					\$400,000.00
	Streets 26-01	36th Drive Curb	\$515,000.00					\$515,000.00
	Streets 26-01	East Cooley 18th Street to Penrod	\$590,000.00					\$590,000.00
	Streets 26-01	Fuel Facility	\$1,400,000.00					\$1,400,000.00
	Streets 26-02	305 mini excavator	\$100,000.00					\$100,000.00
	Streets 26-02	Fools Hollow Roadways Phase I	\$924,000.00					\$924,000.00
	Streets 26-03	Fairway Park Phase I Streets	\$958,000.00					\$958,000.00
	Streets 26-05	Pineglen Subdivision	\$770,000.00					\$770,000.00
	Streets 26-06	Savage Roadway Reconstruction	\$256,000.00					\$256,000.00
	Streets 26-07	9th Street Sidewalk	\$285,000.00					\$285,000.00
	Streets 27-01	Fools Hollow Roadway Phase II		\$868,000.00				\$868,000.00
	Streets 27-02	CK Peterson Subdivision		\$479,000.00				\$479,000.00
	Streets 27-03	Sunny Slope Subdivision		\$593,000.00				\$593,000.00
	Streets 27-04	Country Club Manor Unit 2		\$763,000.00				\$763,000.00
	Streets 28-01	West Cooley Extension (Fox Canyon to 16th Ave)			\$500,000.00			\$500,000.00
	Streets 28-02	Fairway Park Phase II Streets			\$1,580,000.00			\$1,580,000.00
	Streets 28-03	W Woolford Extension to Penrod			\$4,500,000.00			\$4,500,000.00
	Streets 28-04	Cub Lake Road Extension			\$422,000.00			\$422,000.00
	Streets 28-05	W. Huning, Hall, 18th Ave and McNeil			\$590,000.00			\$590,000.00
	Streets 28-06	N. 32nd Ave OLR to Lion Barger			\$447,000.00			\$447,000.00
	Streets 29-01	Central Ave from E Thornton North 2,000 LF				\$830,000.00		\$830,000.00
	Streets 29-01	16th Street and Adams				\$930,000.00		\$930,000.00
	Streets 29-02	East Hunt Extension				\$390,000.00		\$390,000.00
	Streets 29-04	Show Low Lake Road Sidewalk Widening				\$75,000.00		\$75,000.00
	Streets 29-05	Woolford Road Lighting				\$300,000.00		\$300,000.00
	Streets 29-05	Central and Old Linden Road Intersection (Roundabout)				\$890,000.00		\$890,000.00
	Streets 29-06	926 Loader (split 3 ways)				\$100,000.00		\$100,000.00
	Streets 30-01	Construct Decel Lane					\$150,000.00	\$150,000.00
	Streets 30-02	Summit Way to Fawnbrook Extension Phase 1					\$6,000,000.00	\$6,000,000.00
	Streets 30-05	Sierra Pines Roadway Reconstruction - Phase 1					\$1,000,000.00	\$1,000,000.00
Total Streets			\$7,408,000.00	\$3,803,000.00	\$9,139,000.00	\$4,615,000.00	\$8,250,000.00	\$33,215,000.00

Department	Project Number	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Waste Water	Wastewater 01	Wastewater General Improvements	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00	\$1,500,000.00
	Wastewater 02	Manhole Replacement Project	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$1,250,000.00
	Wastewater 25-04	305 Mini Ex Replacement - Addition to Fleet - Not a replacement	\$100,000.00					\$100,000.00
	Wastewater 26-01	Fairway Park Phase 1	\$700,000.00					\$700,000.00
	Wastewater 26-02	16th and 18th Place Sewer Replacement	\$856,000.00					\$856,000.00
	Wastewater 26-03	10-Wheel Dump Truck - Addition to Fleet - Not a replacement	\$425,000.00					\$425,000.00
	Wastewater 26-04	Hilltop Sewer Replacement	\$546,000.00					\$546,000.00
	Wastewater 26-05	SCADA Software Upgrade (Option 3)	\$75,000.00					\$75,000.00
	Wastewater 27-01	6th Street Trunkline Upsizing		\$750,000.00				\$750,000.00
	Wastewater 27-02	Sunny Slope Subdivision Sewer Replacement		\$770,000.00				\$770,000.00
	Wastewater 27-03	Automatic Screen Rake for Bagnal Lift Station		\$600,000.00				\$600,000.00
	Wastewater 27-04	Fairway Park Phase II		\$700,000.00				\$700,000.00
	Wastewater 27-05	Savage Sewer Replacement Phase 2		\$2,500,000.00				\$2,500,000.00
	Wastewater 28-01	Fools Hollow 10-inch Upsize			\$1,000,000.00			\$1,000,000.00
	Wastewater 28-02	Show Low Airport Sewer Extension			\$1,000,000.00			\$1,000,000.00
	Wastewater 28-03	Torreon Flush/Valve Replacement			\$500,000.00			\$500,000.00
	Wastewater 28-04	Automatic Screen Rake - Fools Hollow			\$600,000.00			\$600,000.00
	Wastewater 29-01	30-inch Trunkline Manhole Replacement Phase 1				\$1,000,000.00		\$1,000,000.00
	Wastewater 29-02	926 Loader-WW (split 3 ways)				\$100,000.00		\$100,000.00
	Wastewater 29-03	30th and Merrill Sewer Extension				\$300,000.00		\$300,000.00
	Wastewater 30-01	30-inch Trunkline Manhole Replacement Phase 2					\$1,000,000.00	\$1,000,000.00
	Wastewater 30-02	Campdown Sewer Replacement					\$800,000.00	\$800,000.00
Total Waste Water			\$3,252,000.00	\$5,870,000.00	\$3,650,000.00	\$1,950,000.00	\$2,350,000.00	\$17,072,000.00

Department	Project Number	Request Title	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Water	Water 01	Water General Improvements	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$2,000,000.00
	Water 24-14	Water Storage Tank Maintenance		\$250,000.00		\$250,000.00		\$500,000.00
	Water 26-01	Siesta, Flores, and North Drive	\$1,400,000.00					\$1,400,000.00
	Water 26-02	East Woolfrod Road Show Low Bluff Connection	\$775,000.00					\$775,000.00
	Water 26-03	Lower Ridger Dr, White Pine Dr, Pond Dr	\$1,600,000.00					\$1,600,000.00
	Water 27-01	Tank 13		\$1,200,000.00				\$1,200,000.00
	Water 27-02	Well 18th Ave Development		\$200,000.00				\$200,000.00
	Water 27-03	E Thornton Central Ave to N 6th St		\$480,000.00				\$480,000.00
	Water 27-04	North 1st Place Waterline Replacement		\$160,000.00				\$160,000.00
	Water 27-05	3-Phase Power to Fawn Brook Booster		\$100,000.00				\$100,000.00
	Water 28-01	Park Valley Waterline and Fire Hydrant Improvements			\$1,080,000.00			\$1,080,000.00
	Water 28-02	Deuce of Clubs 4th Street to 241 E Deuce of Clubs			\$227,000.00			\$227,000.00
	Water 28-03	Well 14 Development			\$200,000.00			\$200,000.00
	Water 28-04	New Well Construction			\$1,200,000.00			\$1,200,000.00
	Water 28-05	Surface Water Treatment Plant			\$5,000,000.00			\$5,000,000.00
	Water 28-06	Well Siting Study			\$75,000.00			\$75,000.00
	Water 29-01	926 Loader - W (split 3 ways)				\$100,000.00		\$100,000.00
	Water 29-02	City Park Waterline Connection/Extension				\$290,000.00		\$290,000.00
	Water 29-03	30th Ave, Merrill, and 31 Drive				\$690,000.00		\$690,000.00
	Water 30-01	Fawn Brook Waterline Replacement					\$2,000,000.00	\$2,000,000.00
	Water 30-02	24th Street Waterline Improvements					\$730,000.00	\$730,000.00
Total Water			\$4,175,000.00	\$2,790,000.00	\$8,182,000.00	\$1,730,000.00	\$3,130,000.00	\$20,007,000.00
Total Departments			\$23,799,200.00	\$24,766,200.00	\$43,503,200.00	\$19,404,200.00	\$16,783,200.00	\$128,256,000.00

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Appointment of Associate City Magistrate (Morgan Brown)

RECOMMENDATION

I **MOVE** to appoint Jessica Ruddy as Associate Magistrate effective date January 1, 2025, to a two-year term ending December 31, 2026.

BACKGROUND

When Judge Scott Tipton is unavailable, or should a conflict arise with a certain case, it is necessary to have an additional judge (Associate Magistrate) available to preside at the Magistrate Court. In accordance with City Code, Associate Magistrates are appointed to two-year terms.

Jessica Ruddy will preside only as needed if Judge Tipton or Judge Atencio is unavailable or if a conflict arises. Judge Ruddy will also serve as a judge pro tempore for the Navajo County Justice Court.

Judge Tipton recommends Jessica Ruddy's appointment as Associate Magistrate to a two-year term ending December 31, 2026.

ATTACHMENTS

None

FISCAL IMPACT

N/A