

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL
HELD ON TUESDAY, APRIL 1, 2025, AT 7:00 PM IN THE CITY COUNCIL
CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY,
ARIZONA**

1. Call to Order.

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

2. Roll Call.

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

COUNCIL MEMBERS ABSENT: Vice Mayor Kakavas.

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

GUESTS: Keith Johnson and others.

3. Invocation.

Councilman Judd gave the invocation.

4. Pledge of Allegiance.

Councilman Whipple 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 shall 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.

Mayor Stephani Irwin, Town of Pinetop-Lakeside, introduced the Mayor's Youth Advisory Committee (MYAC) members. Grace Smithson, MYAC's Chairman, spoke about the Backpack Snacks program that MYAC sponsored. She said the Backpack Snacks program collected nonperishable food items and provided

students within the Show Low and Blue Ridge School Districts food during the weekends. She said the program fed about 170 students every week during the school year and gave the Council information regarding donations to the organization. River Rigg, MYAC member, asked to place a donation box at the City's facility.

6. **SPECIAL EVENTS:**

A. Update on the TRACKS White Mountain Trail System

Steve Dobbs, the President of TRACKS, was unable to attend the meeting. This presentation would be moved to a future meeting.

7. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming April 5 through 11, 2025, as the **Week of the Young Child** in the City of Show Low (Rachael Hall)
- B. Proclamation by the Mayor Proclaiming April 2025 as **Child Abuse Prevention Month** in the City of Show Low (Rachael Hall)
- C. Proclamation by the Mayor Proclaiming April 2025 as **Fair Housing Month** in the City of Show Low (Rachael Hall)
- D. Consideration of Memorandum of Understanding with Show Low Library Friends, Inc. (Jay Brimhall)
- E. Consideration of Noncommercial Hangar Development and Ground Lease with Sierra Charlie Aviation, LLC and Termination of Ground Lease with Big Dog Development, LLC at Show Low Regional Airport (Jacob Allen)
- F. Consideration of Resolution No. R2025-11 Rescinding Resolution Nos. 452 and 715 and Adopting New Airport Minimum Standards (Jacob Allen)
- G. Consideration of Approval of Declaration of Surplus Property for April 2025 Auction (Rick Austin)
- H. Consideration of Acceptance of Sunken Manhole Repair 2024, City of Show Low Project Number S-3025 (Shane Hemesath)
- I. Consideration of Submitting Perfluoroalkyl and Polyfluoroalkyl Substances Claim Against Tyco and BASF (Anna Atencio)
- J. Consideration of Minutes of Show Low City Council meetings:
 - 1. Study Session of March 18, 2025
 - 2. Regular Meeting of March 18, 2025

COUNCILMAN JUDD MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN WHIPPLE; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

8. NEW BUSINESS:

- A. Consideration of Award of Construction Contract for 300,000 Gallon Tank Maintenance, City of Show Low Project No. W-6725 and Authorization of Associated Budget Transfers (Shane Hemesath)

Mr. Hemesath said the City acquired the Park Valley – Fools Hollow Water Company in September 2012. Included in this acquisition was a 300,000-gallon water storage tank. To integrate the storage tank into the City's water system, a booster station was required to adjust the tank to the existing water pressures. However, due to the age of the tank, the facility was taken offline for anticipated repairs and maintenance.

Mr. Hemesath said that the scope of the project included completing repairs, such as installing a second new 30-inch shell manway, removing and replacing the 24-inch roof vent, installing a liquid level indicator, lockable ladder door cage, and two sections of 8-foot-long safety railing on top of the tank. These repairs were required to bring the tank up to current codes. The scope of work also included exterior and interior surface blasting, as well as the installation of new paint and coatings.

City engineering staff designed the project with a construction estimate of \$250,000.00. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Southwest Tanks and Steel Inc	\$229,507.00
Viking Painting LLC	\$323,850.00
Professional Piping Systems LLC	\$401,740.00

Staff recommended awarding the construction contract for the 300,000 Gallon Tank Maintenance, City of Show Low Project No. W-6725 to Southwest Tanks and Steel Inc. in an amount not to exceed \$229,507.00 and authorizing the associated budget transfers.

Mayor Leech asked how long the tank had been offline. Mr. Hemesath said the tank had been offline for close to ten years. Staff had anticipated repairs on this tank and had been able to use the existing system without requiring this tank but now it was time to get the tank repaired to get it back online.

Councilman Clark asked if the City had completed work with Southwest Tanks

and Steel Inc. previously or had knowledge of their work. Mr. Hemesath said the City had knowledge of their work and believed the City had completed work with Southwest Tanks and Steel Inc. previously and felt comfortable moving forward with them.

COUNCILMAN CLARK MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE 300,000 GALLON TANK MAINTENANCE, CITY OF SHOW LOW PROJECT NO. W-6725 TO SOUTHWEST TANKS AND STEEL INC. IN AN AMOUNT NOT TO EXCEED \$229,507.00, AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

B. Consideration of Award of Purchase of Decorative Lights (Shane Hemesath)

Mr. Hemesath said the City was constructing downtown streetscape improvements along North 11th Street between East Cooley and East Huning. The funding for the improvements covered the installation of culverts, sidewalks, paved parking areas, conduit, and decorative lighting pole bases. The purchase of the actual decorative lighting needed to be purchased with other funding. The City would also complete parking lot improvements for the City's parcel at the southwest corner of East Hall and North 11th Street next to the Library. To increase the efficiency of delivery, staff would like to make a single purchase for the decorative lights.

Mr. Hemesath said staff identified funding in the Streets – CIP Improvements budget to purchase decorative lighting for the corridor. Twenty-five decorative lights would be purchased for the 11th Street streetscape improvements and the future parking lot area. The City requested a quote from the distributor of the City's standard decorative light utilizing the Sourcewell contract #091422-WES. WESCO Distribution provided a quote resulting in a cost of \$154,822.40.

Mr. Hemesath said staff recommended awarding the purchase of decorative lights to WESCO Distribution in an amount not to exceed \$154,822.40.

COUNCILMAN ADAMS MOVED TO AWARD THE PURCHASE OF DECORATIVE LIGHTS TO WESCO DISTRIBUTION IN AN AMOUNT NOT TO EXCEED \$154,822.40; SECONDED BY COUNCILMAN HATCH; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

C. Consideration of Award of Purchase of City of Show Low Vehicles and Authorization of Associated Budget Transfers (Rick Austin)

Mr. Austin said the FY2025 budget included funds from four departments in

Public Works to purchase eight City vehicles, including seven three-quarter-ton trucks and one one-ton truck. Each truck was sent to bid with a request that it be equipped with the City's standard equipment, which would include a service body, pipe racks, a commercial snowplow system, light bars, and two-way radios. Bid packets were hand-delivered to four local dealers, which included Hatch Toyota, Arizona Dodge, Show Low Ford, and Horne Auto Center. A mandatory pre-bid conference was held on February 27, 2025, with one of the four local dealers attending. A bid was received by Show Low Ford on March 6, 2025. Responsive bidders, along with their respective bid amounts and the divisions to which the trucks were allocated, were attached in the bid summary.

Mr. Austin said that due to rising prices for trucks and the standard upfit for the vehicles, the bid exceeded the budget by \$22,975.56. Staff recommended transferring the shortages from the capital improvement lines of each prospective department's funds.

Mr. Austin said staff recommended approving the purchase of eight City vehicles from Show Low Ford in an amount not to exceed \$742,975.56 and authorizing the associated budget transfers.

COUNCILMAN CLARK MOVED TO AWARD THE PURCHASE OF EIGHT VEHICLES FROM SHOW LOW FORD IN AN AMOUNT NOT TO EXCEED \$742,975.56 AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN JUDD; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

- D. Consideration of Authorization to Purchase an AquaFlow Int'l, Inc Automated Self-Serve Bulk Water Loading Station, City of Show Low Project No. W-3925 and Authorization of Associated Budget Transfers (Rick Austin)

Mr. Austin said the 2025 budget included a self-serve bulk water station, and AquaFlow Int'l, Inc. of Flagstaff was the sole vendor, specializing in automated bulk water payment systems for water companies to facilitate their bulk water sales. Staff had received several calls for single truckloads of water from individuals who did not want to go through the process of obtaining a bulk meter and paying the deposit only to return it the next day. He said this process took several hours to complete, including setup and retrieval of the meter, as well as backflow assembly. Additionally, administrative hours were required to set up a new account for each transaction and to process the deposit. This station would sell potable water to the public and contractors. Payment could be made with credit or debit cards or an account number. No staff needed to be present for the transactions; it was a self-serve system.

Mr. Austin said staff recommended the purchase of the AquaFlow Int'l, Inc. automated bulk water loading station in an amount not to exceed \$57,222.85

and authorizing the associated budget transfers.

Mayor Leech asked where the station would be located and if the water station would be open 24 hours a day, seven days a week. Mr. Austin said the water station would be located on Thornton Road right next to the City's public works shop. He said it would be open 24 hours a day, seven days a week.

COUNCILMAN WHIPPLE MOVED TO AUTHORIZE THE PURCHASE OF AN AQUAFLOW INT'L, INC. AUTOMATED SELF-SERVE BULK WATER LOADING STATION IN AN AMOUNT NOT TO EXCEED \$57,222.85 AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN HATCH; PASSED 6 TO 0 WITH MAYOR LEECH, COUNCILMAN ADAMS, COUNCILMAN CLARK, COUNCILMAN HATCH, COUNCILMAN JUDD, AND COUNCILMAN WHIPPLE VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Clark reminded residents to be mindful of traffic safety with the upcoming season of visitors coming to the area.

B. Mayor

Mayor Leech reminded citizens to be firewise.

C. City Manager

Mr. Brown said the Recreation Department would be hosting the 3K Hare Color Run/Walk and the Hare Raising Fun Candy Scramble on April 12, 2025.

Mr. Brown said that the annual MLK Day of Service, during which volunteers worked on a community project, would be held on April 26, 2025.

Mr. Brown said that the City Incorporation Anniversary Party was scheduled for May 2, 2025, at the Frontier Fields. There would be many events, including live music, free hot dogs and hamburgers with chips, and dessert, as well as giveaways, games, and raffle prizes.

Mr. Brown said that in public works projects, the City's contractor continued work on the 11th Street sidewalk project and installed the culverts and was working on the conduit.

10. **SCHEDULE OF MEETINGS:**

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

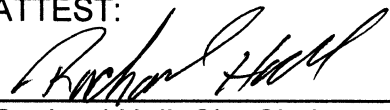
Mr. Brown said that a Budget Town Hall and Study Session for citizen input was scheduled for April 3, 2025, in Council Chambers, at 6:00 p.m. The Town Hall would be followed immediately by a Council Budget Study Session.

Mr. Brown said there would be a Study Session for the presentation regarding the workforce housing study on April 15, 2025, in Council Chambers, starting at 6:00 p.m.

11. **ADJOURNMENT:**

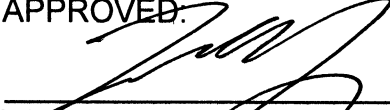
There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL OF APRIL 1, 2025, AT 7:30 P.M.**

ATTEST:



Rachael Hall, City Clerk

APPROVED:



John Leech, Jr., Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the City Council of Show Low held on April 1, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 15th day of April, 2025.

(SEAL)



Rachael Hall, City Clerk