

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, SEPTEMBER 15, 2020 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

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

2. Roll Call.

COUNCIL MEMBERS PRESENT: Mayor Seymore, Vice Mayor Allsop, Councilman Clark, Councilman Hatch, Councilwoman Kakavas, Councilman Kelley, and Councilman Leech.

COUNCIL MEMBERS ABSENT: None.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; F. Morgan Brown, City Attorney; Justin Johnson, Deputy City Manager; Bill Kopp, Public Works Director; Justen Tregaskes, Planning and Zoning Director; Jay Brimhall, Community Services Director; Rick Austin, Public Works Operations Manager; Shane Hemesath, City Engineer; Tom Bahr, Airport Manager; Lisa Robertson, Grants/Transit Manager; Joe Shelley, Police Chief; Rachael Hall, Deputy City Clerk; and Tamra Reidhead, City Clerk.

GUESTS: Dawn Wilson, Laura Singleton, Rob Hephner, Trisha Spear, Adria Acosta, Angie Fabian, Robert Rose, Martina and Daren Webster, Neil Traver, Cory Frampton, Doug Roberts, Curt Fernau, Jon Adams, and others.

3. Invocation.

Councilman Clark gave the invocation.

4. Pledge of Allegiance.

Councilwoman Kakavas 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 NOT** scheduled on this agenda 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 Chamber of Commerce.

Rob Hephner, Interim President of the Show Low Chamber Board of Directors and acting Executive Director, said he would hold the interim President and acting Executive Director positions until the end of the year when the Board would make other arrangements. He said the entire Board of Directors was in attendance at tonight's meeting.

Mr. Hephner said the Chamber's big focus would be on the Tourist Information Center (TIC). In August, the TIC had 423 visitors. The Chamber would also continue a big presence on social media. In the past the Chamber focused mainly on Facebook, but the Chamber would now start posting on Instagram and also had just set up a Twitter account. In the last seven days, the Chamber has focused the Instagram posts on Show Low businesses and had seen an increase on accounts reached and followers. The new Instagram posts would also direct visitors to the Chamber's website for more information about the area.

Mr. Hephner said the Chamber had created committees that would focus on specific tasks such as the TIC committee, that focused on creating a better environment in the TIC to draw in visitors and a membership committee that would focus on retaining memberships and gaining new memberships.

Mr. Hephner introduced Angie Fabian and Trisha Spear, who were on the TIC committee. Ms. Spear said they would be adding lights to the outside of the building to draw in more interest. A kiosk would be built for the outside of the TIC that would have information about events around the area in case visitors came by when the TIC was closed. Ms. Fabian said they would be redecorating the inside of the TIC to create a more hometown and welcoming feeling for visitors.

Councilman Leech said the direction that the Chamber was going was positive direction. He appreciated the Chamber's hard work.

Mayor Seymore and Councilman Hatch thanked the Board members for being in attendance.

Councilman Clark said the past president had hired an outside social media consultant to help with the Chamber's social media presence. He asked who would be over the Chamber's social media moving forward. Mr. Hephner said that there was now a social media committee that was posting on behalf of the Chamber. This would allow multiple people to post for the Chamber so one person would not get burned out doing all the social media by themselves.

Laura Singleton, a reporter with the White Mountain Independent, asked if the Chamber would be putting out a press release about the departure of the past President Dalilia Edwards. Mr. Hephner said at this time Ms. Edwards was no longer part of the Chamber of Board of Directors. Mayor Seymore said there was a separation between the Chamber and the City. The Chamber ran their Board and elected officers, but also the Chamber was contracted with the City to run the TIC.

B. Presentation by City of Show Low's American Disabilities Act Committee.

Jay Brimhall, Chairman of Show Low's Americans with Disabilities Act (ADA) Committee, said the five-member committee was formed in 2018 and met quarterly. The committee's purpose was to discuss and plan the responsibilities of all City departments to ensure that City assets complied with ADA requirements. The committee assisted in these efforts by identifying compliance requirements and projects that aided in furthering ADA accessibility within the City.

Mr. Brimhall reviewed some of the City's major projects that were ADA compliant, including the Show Low Meadow trail with ADA-accessible fishing piers to be constructed via an Arizona State Parks grant and general funding along the trail. There was a section on Hall Street where infrastructure would be improved through Community Development Block Grant funding. A sidewalk and walkway path was recently built along 16th Street using general funds, and a sidewalk was constructed along 8th Street and McNeil near an elementary school using Community Development Block Grant funding.

Mr. Brimhall listed other ADA-compliant projects including updated playground equipment at Raeland and Archibeque Parks, and a 100% ADA-compliant playground would be constructed at Frontier Park. Funding should be available spring of 2021.

Councilwoman Kakavas said citizens might not be aware that some of the construction projects and improved infrastructure that the Council approved included these ADA compliant projects.

Mayor Seymore commented that he was proud to be part of this community that was all inclusive for its residents.

7. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming September 17 through 23, 2020 as **CONSTITUTION WEEK** in the City of Show Low.
- B. Proclamation by the Mayor Proclaiming October 2020 as **DOMESTIC VIOLENCE AWARENESS MONTH** in the City of Show Low.
- C. Consideration of Renewal of Agreement with Show Low Chamber of Commerce for the Period of October 1, 2020 to December 31, 2020. (Justin Johnson)
- D. Consideration of Commercial Hangar Lease and Operating Agreement with Northern Arizona Healthcare Corporation dba Guardian Air Transport at Show Low Regional Airport. (Tom Bahr)
- E. Consideration of Resolution No. R2020-26 Rescinding Resolution No. R2018-11 and Adopting Revised Title VI Policy Statement and Implementation Plan Regarding Non-Discrimination in City Programs and Activities. (Lisa Robertson)
- F. Consideration of Acceptance of Creekside at Eagle Mountain Estates, Unit 2. (Justen Tregaskes)
- G. Consideration of Award of Purchase of Water Truck. (Rick Austin)
- H. Consideration of Award of Purchase of Caterpillar 304E2 Mini Hydraulic Excavator with Cab. (Rick Austin)
- I. Consideration of Award of Purchase of Caterpillar CB24B Double Drum Asphalt Compactor. (Rick Austin)
- J. Consideration of Award of Purchase and Installation of Playground Equipment at Raeland and Archibeque Parks. (Rick Austin)
- K. Consideration of Minutes of Show Low City Council meetings:
 - (1) Study Session of September 1, 2020.
 - (2) Regular Meeting of September 1, 2020.

Vice Mayor Allsop asked for Item 7-C (renewal of agreement with Show Low Chamber of Commerce for the period of October 1, 2020 to December 31, 2020) to be pulled from the Consent Calendar for discussion.

COUNCILMAN LEECH MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED EXCEPT FOR ITEM 7-C (RENEWAL OF AGREEMENT WITH SHOW LOW CHAMBER OF COMMERCE FOR THE PERIOD OF OCTOBER 1, 2020 TO DECEMBER 31, 2020); SECONDED BY COUNCILWOMAN KAKAVAS; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CLARK, HATCH, KAKAVAS, KELLEY, AND LEECH VOTING IN FAVOR.

Discussion turned to item 7-C (renewal of agreement with Show Low Chamber of Commerce for the period of October 1, 2020 to December 31, 2020). Vice Mayor Allsop asked for the item to be pulled so it could be voted on separately from the Consent Calendar. He thanked the Chamber for their work and support, and wanted to see continued positive growth.

Councilman Clark asked for clarification on the expectations for the Chamber and whether the Council needed the Chamber to attend a Council meeting and report monthly.

Mayor Seymore said it was required for the Chamber to provide a monthly report but did not specify whether that had to be at the Council meeting or just provided to the City Manager. He said in the past the Chamber provided a monthly report to the City Manager that was sent to the Council during the week in the Manager's memo. The Chamber would then attend a Council meeting to give a quarterly report to the Council.

Councilman Leech said he would like the continued monthly report given by the Chamber during the Council meeting.

Mr. Muder asked if the Council would like the Chamber to report during the Council Retreat on October 29 or if the Council preferred the Chamber to report at the second Council meeting in October. Councilman Leech said he preferred the Chamber to report during the Council meeting.

VICE MAYOR ALLSOP MOVED TO RENEW THE AGREEMENT BETWEEN THE CITY OF SHOW LOW AND SHOW LOW CHAMBER OF COMMERCE FOR THE PERIOD OF OCTOBER 1, 2020 TO DECEMBER 31, 2020, AUTHORIZE THE MAYOR TO SIGN SAID AGREEMENT, WITH THE STIPULATION THAT THE SHOW LOW CHAMBER OF COMMERCE REPORT MONTHLY TO THE COUNCIL; SECONDED BY COUNCILMAN LEECH; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CLARK, HATCH, KAKAVAS, KELLEY, AND LEECH VOTING IN FAVOR.

Mayor Seymore read aloud the proclamation for Constitution Week.

Mayor Seymore read aloud the proclamation for Domestic Violence Awareness month and said the City would turn the downtown lights to purple for awareness.

8. **NEW BUSINESS:**

- A. Consideration of Award of Construction Contract for Cub Lake Road Waterline Replacement Project, City of Show Low Project No. W-1120. (Shane Hemesath)

Mr. Hemesath said the City’s fiscal year 2020 capital improvements plan budget included a total of \$220,000.00 for a waterline improvement project labeled “S Cub Lake Road Waterline Replacement.” The scope of work for this project consisted of replacing approximately 1,800 lineal feet of aging and deteriorating six-inch thin wall PVC waterline with new eight-inch C-900 PVC water main, and installing new water services and fire hydrants in the area. The work would take place in South Cub Lake Road and in Siesta Lane.

Mr. Hemesath said the project was designed by City engineering staff, with a construction estimate of \$173,000.00. The project was publicly bid in accordance with statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Apache Underground and Excavating	\$164,640.00
Rawlings Specialty Contracting	\$166,525.00
Britt Pipeline, LLC	\$332,236.12

Mr. Hemesath said staff recommended awarding the construction contract for the Cub Lake Road waterline replacement, City of Show Low Project No. W-1120, to Apache Underground and Excavating in an amount not to exceed \$164,640.00.

VICE MAYOR ALLSOP MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE CUB LAKE ROAD WATERLINE REPLACEMENT, CITY OF SHOW LOW PROJECT NO. W-1120, TO APACHE UNDERGROUND AND EXCAVATING IN AN AMOUNT NOT TO EXCEED \$164,640.00; SECONDED BY COUNCILMAN HATCH; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CLARK, HATCH, KAKAVAS, KELLEY, AND LEECH VOTING IN FAVOR.

B Consideration of Award of Construction Contract for West Cooley and 4th Avenue Roadway Reconstruction Project, City of Show Low Project No. R-0221. (Shane Hemesath)

Mr. Hemesath said the City’s fiscal year 2021 capital improvements program budget included \$165,000.00 for a roadway reconstruction project labeled “Cooley Improvements Central to 4th Ave” and \$180,000.00 for another roadway reconstruction project labeled “4th Ave OLR to Cooley.” These two projects were right next to each other and shared a common intersection. The scope of work included pulverizing the existing roadway section to create a new base for a new three-inch asphalt overlay. This project also included installing curb, gutter, four-foot sidewalk, ADA ramps, driveways, and required drainage facilities along North 4th Avenue and West Cooley. The work would take place in West Cooley from Central Avenue to North 4th Avenue and in North 4th Avenue from West Cooley to Old Linden Road. The West Cooley’s portion was the final scheduled improvements for this corridor following the completion of the sewer and waterline replacement projects completed earlier this year.

Mr. Hemesath said the projects were designed by City engineering staff, and have been combined into one project for construction to increase the economy of scale and reduce redundant costs of two separate projects. The project had a construction estimate of \$316,000.00. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
McCauley Construction Inc.	\$310,825.00
Show Low Construction Inc.	\$337,695.00
Sunland Asphalt and Construction	\$339,399.00
Combs Construction	\$359,970.00
Linden Pearce Construction LLC	\$468,388.38

Mr. Hemesath said staff recommended awarding the construction contract for the West Cooley and 4th Avenue roadway reconstruction project, City of Show Low Project No. R-0221, to McCauley Construction Inc. in an amount not to exceed \$310,825.00.

Vice Mayor Allsop asked if this project was the final scheduled improvement for the West Cooley corridor after the water and sewer improvements were completed earlier this year. Mr. Hemesath said yes, this project would be the last improvement on West Cooley between 4th Avenue and Central Avenue. The road would then be paved and cleaned up for residents.

COUNCILWOMAN KAKAVAS MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE WEST COOLEY AND 4TH

AVENUE ROADWAY RECONSTRUCTION PROJECT, CITY OF SHOW LOW PROJECT NO. R-0221, TO MCCAULEY CONSTRUCTION INC. IN AN AMOUNT NOT TO EXCEED \$310,825.00; SECONDED BY COUNCILMAN KELLEY; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CLARK, HATCH, KAKAVAS, KELLEY, AND LEECH VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilwoman Kakavas said Summit Healthcare would be having a 50th Anniversary celebration for providing healthcare to the local area. Invitations with more information would be forthcoming.

Vice Mayor Allsop attended a Main Street Board meeting and said the Board continued discussing projects in the future to continue beautifying the City. He also attended a Meals on Wheels meeting and said staff continued providing meals for the seniors in the area during this time.

B. Mayor

Mayor Seymore said there would be a general election coming up and encouraged citizens to know the ballot issues and to vote during the general election.

Mayor Seymore encouraged citizens participate in the 2020 Census.

C. City Manager

Mr. Muder said Waste Management was adjusting some pickup schedules, effective Monday, October 5. Waste Management mailed post cards to affected residences yesterday, and the City would also notify all affected customers by mail and/or email. Waste Management would also place stickers on the carts providing additional information the week of September 28 through October 1.

Mr. Muder said voter registration for the upcoming November 3 General Election ends October 5. For those who need to register or re-register due to change of address or name change, voter registration forms were available at City Hall.

Mr. Muder said census workers were in the field visiting homes that have not yet responded to the 2020 Census. Residents could still participate and complete the online self-response form at www.2020census.gov. September would be the last month for the census, and all operations

would cease on September 30. It was important to remember that every resident who was counted equals more shared revenues for the City, which were used to build and maintain roads, water and sewer services, recreational facilities and parks, and fund the police, senior citizen centers, schools, day care centers, etc.

Mr. Muder said in public works projects, the manhole replacement project would be completed this week. Work continued on the Hall Street sidewalk and drainage improvements along East Hall from 11th Street to White Mountain Road. The Deuce of Clubs and White Mountain Road waterline crossing improvements would begin after October 1 and would take place at four separate locations in the Deuce of Clubs and White Mountain Road. He thanked the citizens for their patience as crews worked on important projects around the City.

10. **SCHEDULING OF MEETINGS:**

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

Mayor Seymore said there would be a Study Session on September 29, at 6:00 p.m. to review the final report from Sports Facilities Advisory group.

Mayor Seymore said the Council Retreat would be on October 29.

11. **ADJOURNMENT.**

There being no further business to be brought before the Council, **MAYOR SEYMORE ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL OF SEPTEMBER 15, 2020 AT 7:55 P.M.**

ATTEST:

APPROVED:

 Tamra Reidhead, City Clerk

 Daryl Seymore, 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 September 15, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

(SEAL)

Tamra Reidhead, City Clerk