

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, MARCH 16, 2021 AT 7:00 P.M. 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 (telephonically), Councilman Adams, Councilman Hatch, Councilman Allsop, and Councilwoman Wilson.

COUNCIL MEMBERS ABSENT: Councilman Clark.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; F. Morgan Brown, City Attorney; Justin Johnson, Deputy City Manager; Joe Shelley, Police Chief; Brad Provost, Police Commander; Tom Bahr, Airport Manager; Nicole Hudson, Assistant City Clerk; and Rachael Hall, City Clerk.

GUESTS: Steve Heckathorne, Dennis Hughes, Brad Baker, Chuck Moore, Jennifer and Paul Wade, Ruger Seeley, Madison Moore, Chris Francis, Doug Roberts, and others.

3. Invocation.

Councilman Adams gave the invocation.

4. Pledge of Allegiance.

Mayor Leech led the Council and audience in the pledge of allegiance.

5. **CALL TO THE PUBLIC:**

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

Steve Heckathorne, with Navopache Electric Cooperative (NEC), said NEC was in attendance tonight to present the City with a check. NEC was in the business of providing safe and affordable electricity to citizens. NEC had been in business with the City since 1980 with a franchise agreement. NEC had invested over \$6 million dollars in infrastructure within the City over the last five years to continue to keep up with the growth.

Mr. Heckathorne introduced Dennis Hughes, NEC Board of Directors Secretary and Treasurer. Mr. Hughes explained that members of NEC build ownership through energy purchases. Margins were the difference between operating revenues and expenses, and each year's margins were allocated to the members in proportion to the amount of electricity each member used during the year. He said the capital credit allocation represented the member's share of margins for the year.

Mr. Hughes said based on NEC's financial stability, NEC's Board of Directors had approved the retirement of 100% of the capital credits allocated to members for the years 1974 through 1983. The check presented tonight to the Council represented the City's capital credit allocations for those years.

Brad Baker, NEC Board of Directors Chairman, presented the City with a check for \$2,374.92.

6. **SPECIAL EVENTS:**

A. Special Presentation in Recognition of Retired City Employee.

Chief Shelley introduced Sergeant Shawn Roby, a retired Show Low police sergeant who served the City for over 22 years. Chief Shelley gave an overview of Sergeant Roby's work history and thanked him for his work and dedication to the City.

Sergeant Roby thanked the Council and staff for the opportunities the City had provided. He said this was an honorable profession and encouraged the Council and staff to continue to support law enforcement officers.

Mayor Leech presented Sergeant Roby with a clock from the Council for his years of service.

7. **CONSENT CALENDAR:**

A. Proclamation by the Mayor Proclaiming March 17, 2021 as **National SBDC Day** in the City of Show Low.

B. Consideration of Approval of Technical Assistance Contract with Northern Arizona Council of Governments (NACOG) for the Community

Development Block Grant Application Authorized by Resolution No. R2021-01. (Lisa Robertson/Justin Johnson)

- C. Consideration of Minutes of Show Low City Council meetings:
(1) Regular Meeting of March 2, 2021.

COUNCILWOMAN WILSON MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND WILSON VOTING IN FAVOR.

8. **NEW BUSINESS:**

- A. Consideration of Resolution No. R2021-03 Authorizing Submitting Application for Arizona State Parks and Trails Application, Signature, and Approval of the Project Agreement for the Construction of Phase II of the Americans with Disabilities Act Trail on Show Low Creek at the Meadow. (Lisa Robertson/Justin Johnson)

Mr. Johnson said on December 31, 2020, the City submitted a pre-grant application to the Arizona State Parks (ASP) Non-Motorized Trail Project to construct Phase II of a new Americans with Disabilities Act (ADA) pedestrian trail along Show Low Creek that would terminate at Woolford Road. ASP approved the pre-application allowing access to the final application. Phase II would begin at the termination point of the recently completed ADA trail and travel approximately 2,000 linear feet south along the western bank of the creek, ending on the east side of Hampton Inn & Suites. The trail would have an asphalt foundation to ensure a high degree of safety for wheelchairs and other mobility devices and include two bench seating areas.

Mr. Johnson said the maximum ASP grant funding available for the non-motorized trail project was \$150,000.00 with a required non-federal match from the City of Show Low. Total estimated cost of the project was \$163,357.00 with a non-federal cash match of \$29,405.00. To complete the application obligations, the City was required to certify, by resolution, approval of the application, signature authorization, the availability of local matching funds and authorization to sign the project sponsor agreement.

Councilman Allsop expressed appreciation for staff applying for this grant and the continued work on the Meadow.

Mayor Leech said there were many citizens who used the trail and looked forward to the extension of the trail being completed.

COUNCILMAN ALLSOP MOVED TO ADOPT RESOLUTION NO. R2021-03 AUTHORIZING SUBMITTING AN ARIZONA STATE PARKS AND TRAILS GRANT APPLICATION AND AUTHORIZATION TO SIGN THE PROJECT SPONSOR AGREEMENT CERTIFYING THE AVAILABILITY OF \$29,405.00 IN MATCHING FUNDS FOR CONSTRUCTION OF PHASE II OF A 2,000 FOOT AMERICANS WITH DISABILITIES ACT TRAIL ALONG SHOW LOW CREEK AT THE MEADOW KNOWN AS THE MEADOW TRAIL AT THE BLUFFS AND APPROVE ASSOCIATED BUDGET TRANSFERS; SECONDED BY VICE MAYOR KAKAVAS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND WILSON VOTING IN FAVOR.

- B. Consideration of Acceptance of Task Order B Provided by Professional Services Contract with Armstrong Consultants, Inc. for South Apron Rehabilitation Project. (Thomas Bahr)

Mr. Bahr said on July 16, 2019, the City Council awarded a professional services contract to Armstrong Consultants for engineering services at the Show Low Regional Airport. Engineering and construction administration services for several projects, including the rehabilitation of the south apron, were included in the services provided by Armstrong Consultants.

Mr. Bahr said on March 2, 2021, the City Council approved a recommendation to the Federal Aviation Administration (FAA) to award Armstrong Consultants a contract for the engineering and construction administration services for the south apron rehabilitation project.

Mr. Bahr said these engineering and construction administration services were supported by the FAA at 95% or \$196,802.00 of the total project cost and Arizona Department of Transportation and the City would each pay 2.5% or \$5,179.00 of the project cost.

Mr. Bahr said staff recommended approval of Task Order B with Armstrong Consultants, Inc. in an amount not to exceed \$207,160.00, with the City's cost share not to exceed \$5,179.00, for the south apron rehabilitation project at the Show Low Regional Airport.

COUNCILMAN HATCH MOVED TO APPROVE TASK ORDER B AS PART OF THE PROFESSIONAL SERVICES CONTRACT WITH ARMSTRONG CONSULTANTS, INC., IN AN AMOUNT NOT TO EXCEED \$207,160.00, WITH THE CITY'S COST SHARE NOT TO EXCEED \$5,179.00 FOR THE SOUTH APRON REHABILITATION PROJECT AT SHOW LOW REGIONAL AIRPORT; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE

MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND WILSON VOTING IN FAVOR.

Mr. Muder said this was Mr. Bahr's last Council meeting and would be leaving the City for another job opportunity. He thanked Mr. Bahr for his service.

Councilman Allsop thanked Mr. Bahr for his service.

- C. Consideration of Ordinance No. 2021-02 Authorizing Purchase of Real Property Known as A.P. No. 210-41-001B from Cygnus Home Service, LLC. (Morgan Brown/Ed Muder)

Mr. Brown said City staff noticed that the building and property located at 1301 East Thornton in the City of Show Low was for sale. The property consisted of approximately 1.19 acres and the building was approximately 4,200 square feet. The listed price was for \$395,000.00. This building was located next to our public works yard in the Industrial Park. City staff felt this building and lot would be advantageous to the City for possible future police evidence and permanent city storage. Staff approached the seller's agent and negotiated an offer to purchase the property for \$360,000.00. City staff had visited the property and the building appeared to be in good condition. There was a large freezer in the building that would need to be removed. There was ample property to add onto the building if needed. The agreement allowed the City a 30-day inspection period. The close of escrow would be on or about April 8, 2021 with the parties splitting the escrow fees and the seller paying for title insurance.

Mr. Brown said staff recommended approving Ordinance No. 2021-02 and purchasing the property for police evidence and permanent storage for the City.

Councilwoman Wilson asked if the City would have to pay to have the freezer removed. Mr. Brown said the freezer would be listed at an auction to see if someone was interested in purchasing and picking up the freezer.

By unanimous consent, Ms. Hall read Ordinance No. 2021-02 by title only since all Council members had a copy.

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, AUTHORIZING THE PURCHASE OF REAL PROPERTY KNOWN AS A.P. NO. 210-41-001B FROM CYGNUS HOME SERVICE, LLC.

COUNCILWOMAN WILSON MOVED TO ADOPT ORDINANCE NO. 2021-02 AND FURTHER MOVE TO APPROVE THE PURCHASE AGREEMENT WITH CYGNUS HOME SERVICE, LLC AND AUTHORIZE

THE MAYOR TO SIGN ALL DOCUMENTS NECESSARY FOR THE PURCHASE OF THE PROPERTY; SECONDED BY COUNCILMAN ADAMS; PASSED 6 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS, AND COUNCIL MEMBERS ADAMS, ALLSOP, HATCH, AND WILSON VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Allsop attended a Meals on Wheels meeting. He encouraged citizens to volunteer at the Senior Center. He thanked public works staff for their efforts on snow removal and cleaning sidewalks.

B. Mayor

Mayor Leech said City continued preparations for the eighth annual BBQ Throwdown special event.

C. City Manager

Mr. Muder said the recreation department continued making plans for a drive-by Easter event scheduled for Saturday, March 27, at the Show Low Family Aquatic Center. Registration continued for summer coed, men's and women's softball coed, men's, and women's leagues through March 30 or until sold out.

Mr. Muder said in public works projects, the City's contractor completed the work on the SR260 waterline crossing project. Work would begin in April on the 11th Avenue waterline replacement from Owens (near the aquatic center) going north to West McNeil, and should be completed in 60 days. He thanked citizens for their patience as the City worked on important improvements to infrastructure.

10. **SCHEDULING OF MEETINGS:**

Mr. Muder said there would be a special meeting scheduled for the Council to interview the applicants for the vacancies on the Planning and Zoning Commission, Board of Adjustment, Aviation Advisory Committee, and Parks and Recreation Advisory Committee. The meeting would be held on March 23, at 5:00 p.m.

Mr. Muder said there would be a study session scheduled with the Council to discuss a report from Sports Facilities Advisory Group. The study session would be held on March 30, 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 MARCH 16, 2021 AT 7:32 P.M.**

ATTEST:

APPROVED:

Rachael Hall, City Clerk

John Leech, Jr., Mayor

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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 March 16, 2021. 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