

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, SEPTEMBER 7, 2021 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA**

1. Call to Order.

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

2. Roll Call.

**COUNCIL MEMBERS PRESENT:** Vice Mayor Kakavas, Councilman Adams, Councilman Allsop, Councilman Clark, and Councilman Hatch.

**COUNCIL MEMBERS ABSENT:** Mayor Leech and Councilwoman Wilson.

**STAFF MEMBERS PRESENT:** Ed Muder, City Manager; Morgan Brown, City Attorney; Justin Johnson, Deputy City Manager; Brad Provost, Interim Police Chief; Bill Kopp, Public Works Director; Shane Hemesath, City Engineer; Rick Austin, Public Works Operations Manager; Justen Tregaskes, Planning and Zoning Director; Jake Allen, Airport Manager; Nicole Hudson, Deputy City Clerk; and Rachael Hall, City Clerk.

**GUESTS:** John Hannah, Curt Fernau, Patricia Duran, Janell Sterner, Phil Meyers, Gary Martinson, Robert Williams, Jeannie Amato, Jason Musselman, Ken McDaniel, Matt Tomasson, and others.

3. Invocation.

Councilman Hatch gave the invocation.

4. Pledge of Allegiance.

Councilman Allsop 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.

Robert Williams expressed concerns about the cost of impact fees to connect to water and sewer within the City.

6. **SPECIAL EVENTS:**

A. Special Presentation in Recognition of Retiring City Employee.

Mr. Kopp said Phil Meyers served the City for over 22 years. Mr. Kopp gave an overview of Mr. Meyers' work history and thanked him for his work and dedication to the City.

7. **CONSENT CALENDAR:**

A. Proclamation by the Mayor Proclaiming September 2021 as **FALLS PREVENTION AWARENESS MONTH** in the City of Show Low.

B. Consideration of Resolution No. R2021-22 Abandoning Drainage Easement Between Lots 195 and 196 on Final Plat for Homestead Unit Three at Torreon, and Dedicating a New Drainage Easement. (Justen Tregaskes)

C. Consideration of Resolution No. R2021-23 Approving Intergovernmental Agreement with Arizona Department of Public Safety for Gang and Immigration Intelligence Team Enforcement Mission. (Brad Provost)

D. Consideration of Acceptance of Grant Funds from Arizona State Library, Archives and Public Records and Authorization of Associated Budget Transfers. (Lisa Lewis)

E. Consideration of Acceptance of Grant Funds from SciStarter and Authorization of Associated Budget Transfers. (Lisa Lewis)

F. Consideration of Acceptance of Grants from Governor's Office of Highway Safety and Authorization of Associated Budget Transfers. (Brad Provost)

G. Consideration of Authorization to Purchase Fishing Docks for Show Low Lake. (Rick Austin)

H. Consideration of Addendum to Pasture Lease Agreement. (Morgan Brown)

I. Consideration of Minutes of Show Low City Council meetings:  
(1) Special Meeting of August 17, 2021.  
(2) Regular Meeting of August 17, 2021.

**COUNCILMAN ALLSOP MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN ADAMS; PASSED 5 TO 0 WITH VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ADAMS, ALLSOP, CLARK, AND HATCH VOTING IN FAVOR.**

8. **NEW BUSINESS:**

- A. Consideration of Acceptance of Airport Master Plan for the Show Low Regional Airport. (Jacob Allen)

Mr. Allen said the City of Show Low was awarded a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant to prepare an Airport Master Plan. Following the award of the grant, Armstrong Consultants began preparing the plan in 2017 and completed the Final Report in March 2021.

Mr. Allen said as part of the Master Plan update process public workshops were held as well as four meetings of a Technical Advisory Committee (TAC). The TAC consisted of airport tenants, United States Forest Service, FAA, State Aeronautics and others. The TAC meetings also included City staff and members of the Aviation Advisory Committee. Three separate phases of the Master Plan were presented at the TAC meetings for review and comment. All comments received from TAC members, the Aviation Advisory Committee and the public were forwarded to Armstrong for consideration.

Mr. Allen said based on comments received, preferred airfield and landside development alternatives were determined and the Final Phase of the Master Plan listed these preferred alternatives as the ultimate proposed airport development.

Mr. Allen said the Final Phase of the Master Plan included the submission of the Airport Layout Plan to the FAA and Arizona Department of Transportation (ADOT) Aeronautics for review and approval. Both agencies had been involved from the beginning of the Master Plan process, and staff and Armstrong had received approval from these agencies. Upon City Council approval, the Master Plan would serve as the airport's development guideline for the next 20 years, although changes may be made in the interim. It also would be the basis by which financial funding and grants were determined and scheduled during the Master Plan period (chapter 7 details short- and long-term funding needs based on improvements listed in the plan). Projected improvements over the next 20 years were estimated to cost over \$42.7 million, with the majority of funding coming from the FAA and ADOT. The City's portion of

these improvements was tentatively allocated at slightly over \$1 million over the 20-year period.

Matt Tomasson with Armstrong Consultants said the Airport Master Plan was broken into two pieces. The narrative report provided a technical analysis and identified projects and development for the 20-year planning phase. A forecast was completed for aviation demand and to identify the short and long term airport needs. The other part of the Master Plan was the Airport Layout Plan (ALP) which included the layout and development for the airport. The ALP had been reviewed by the City, State and the Federal Aviation Administration (FAA). The recommended development on the ALP included the design standards that were set by the FAA and also laid out future development at the airport. The City was not obligated to fund or develop any items on the ALP. Each project on the ALP would require environmental clearance for grant funding.

Vice Mayor Kakavas asked what the greatest challenge and the greatest advantage of developing the airport were. Mr. Tomasson said the airport's long runway was an advantage in addition to the airport having a great facility and infrastructure. Mr. Musselman said the challenge was moving forward with development.

Councilman Allsop asked if part of the challenge included having reliable airline service. Mr. Musselman said reliable airline service was always a need. Show Low Regional Airport had essential air service (EAS) which was government subsidized. The FAA had defined this area as an economically depressed area. Having EAS and a higher percentage of funding from the FAA at 95 percent versus 91 percent was an advantage for Show Low. The next level for FAA funding was 10,000 passengers annually and Show Low Regional Airport had approximately 3,000 passengers annually.

Councilman Allsop asked what size airplanes could be used on the runway at the airport without any improvements. Mr. Musselman said the Show Low Regional Airport reference code was B2 which was business aircraft and executive jets.

Vice Mayor Kakavas asked what the challenges were with establishing a crosswind runway at the airport. Mr. Tomasson said crosswinds made it hard for smaller airplanes to land. Crosswind runways were eligible for funding through the FAA when aircrafts were not able to safely operate using one runway. The Show Low Regional Airport's current configuration was eligible for crosswind runway funding but the challenge was getting new runways built. The FAA preferred maintenance of existing pavements. Mr. Musselman said the plan to get that runway would take

place in the next five years. The first year of the plan began in 2022 which included preparing the facility and existing infrastructure with aircraft rescue and firefighting equipment and LED lighting to help with power demand and money-saving measures. Once that phase was completed the environmental phase for the crosswind runway could begin. The crosswind runway would be a large environmental project.

**COUNCILMAN ADAMS MOVED TO ACCEPT THE 2021 SHOW LOW REGIONAL AIRPORT MASTER PLAN FINAL REPORT; SECONDED BY COUNCILMAN HATCH; PASSED 5 TO 0 WITH VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ADAMS, ALLSOP, CLARK, AND HATCH VOTING IN FAVOR.**

- B. Consideration of Award of Construction Contract for Sugar Pine Way Sidewalk Improvements, City of Show Low Project No. R-1522. (Shane Hemesath)

Mr. Hemesath said the City was approached by Torreon to partner on a sidewalk connectivity project along the public roadway West Sugar Pine Way. The City agreed to design the project and the construction costs would be split between the City and Torreon. The City's fiscal year 2021 Capital Improvements Program budget included \$120,000.00 for a sidewalk connectivity project labeled "Sugar Pine Way Sidewalk." The scope of work included installing a five-foot sidewalk, ADA ramps, and required drainage facilities along West Sugar Pine Way. The concrete would be colored to match the existing colored curb and gutter. The proposed improvements were located along the north side of Sugar Pine Way from Summit Trail to the club house roundabout.

Mr. Hemesath said the project was designed by City engineering staff with a construction estimate of \$117,000.00. The project was publicly bid according to statutory requirements with the following results:

| <u>Contractor</u>      | <u>Total Bid</u> |
|------------------------|------------------|
| McCauley Construction  | \$110,350.00     |
| Development Specialist | \$157,621.00     |

Mr. Hemesath said staff recommended awarding the construction contract for Sugar Pine Way Sidewalk Improvements, City of Show Low Project No. R-1522, to McCauley Construction Inc. in an amount not to exceed \$110,350.00 and authorizing the associated budget transfers.

**COUNCILMAN ALLSOP MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE SUGAR PINE WAY SIDEWALK IMPROVEMENTS, CITY OF SHOW LOW PROJECT NO. R-1522, TO**

**MCCAULEY CONSTRUCTION INC. IN AN AMOUNT NOT TO EXCEED \$110,350.00 AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN CLARK; PASSED 5 TO 0 WITH VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ADAMS, ALLSOP, CLARK, AND HATCH VOTING IN FAVOR.**

- C. Consideration of Award of Professional Services Contract for Design of Nikolaus Subdivision Sewer Replacement Project, City of Show Low Project No. S-1022. (Shane Hemesath).

Mr. Hemesath said the City's fiscal year 2022 budget and five-year Capital Improvement Program included \$660,000.00 for a sewer replacement project labeled "6th and 5th Place (Nikolaus) Sewer Replacement". The scope of work included replacing the aging six-inch VCP sewer infrastructure with new eight-inch PVC sewer mains and new manholes. The improvements were located in portions of South 5th Place, South 6th Place, East Merrill, East Mills, East Nikolaus and East Oliver.

Mr. Hemesath said City staff solicited a proposal from Woodson Engineering to perform the necessary design services. The scope of the proposal included conducting the required project survey, preparing construction design documents, coordinating with Arizona Department of Environmental Quality for approvals to construct, providing construction staking for the work, and completing record drawings after the improvements were made. The proposed cost for these services was \$71,900.00.

Mr. Hemesath said staff recommended awarding the professional services contract for the design of the Nikolaus Subdivision Sewer Replacement Project, City of Show Low Project No. S-1022, to Woodson Engineering & Surveying, Inc. in an amount not to exceed \$71,900.00 and authorizing the associated budget transfers.

**COUNCILMAN CLARK MOVED TO AWARD THE PROFESSIONAL SERVICES CONTRACT FOR THE DESIGN OF THE NIKOLAUS SUBDIVISION SEWER REPLACEMENT PROJECT, CITY OF SHOW LOW PROJECT NO. S-1022, TO WOODSON ENGINEERING & SURVEYING, INC. IN AN AMOUNT NOT TO EXCEED \$71,900.00 AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN ALLSOP; PASSED 5 TO 0 WITH VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ADAMS, ALLSOP, CLARK, AND HATCH VOTING IN FAVOR.**

9. SUMMARY OF CURRENT EVENTS:

A. Council Members

Councilman Adams said he appreciated the opportunity to attend the League of Arizona Cities and Towns annual conference last week. He encouraged citizens and visitors to visit the Show Low Museum.

Councilman Hatch said this year's Battle of the Bands was successful.

Councilman Allsop said he attended the League of Arizona Cities and Towns annual conference and appreciated the opportunity to attend the many classes that were offered.

Councilman Clark said he attended the League of Arizona Cities and Towns annual conference and he thanked Councilman Allsop for spending time with the high school delegates at the event.

Vice Mayor Kakavas congratulated The House for re-opening after being shut down due to flooding.

B. Mayor

None.

C. City Manager

Mr. Muder said the City's recreation department would host a Dip and Dash, an aquathon swim and fun run, for ages 5 and up on September 11.

Mr. Muder said September was National Library Card Sign-up Month, and the City's library would be giving away prizes for all new library card holders.

Mr. Muder said drivers who used US 60 between Superior and Miami should plan for a full closure of the highway between September 12 and September 17 while crews built connections and transitioned traffic onto the new Pinto Creek Bridge. The closure was subject to change based on the weather.

Mr. Muder thanked the different organizations that hosted events over Labor Day weekend throughout the City.

Mr. Muder congratulated Councilman Allsop on his 12 years of service with the Show Low City Council.

10. **SCHEDULING OF MEETINGS:**

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

Mr. Muder said the annual Student Government Day would be on Tuesday, September 21, the day of the next regular City Council meeting. Students from the Show Low High School Student Council would participate with staff's morning meeting, job shadow with various city departments, and join in with the Council during the Council meeting that evening.

11. **ADJOURNMENT.**

There being no further business to be brought before the Council, **VICE MAYOR KAKAVAS ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL OF SEPTEMBER 7, 2021 AT 7:43 P.M.**

ATTEST:

APPROVED:

\_\_\_\_\_  
Rachael Hall, City Clerk

\_\_\_\_\_  
John Leech, Jr., Mayor

T:\docs\cc090721

**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 7, 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