

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, APRIL 5, 2022, 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 7:04 p.m.

2. Roll Call.

COUNCIL MEMBERS PRESENT: Mayor Leech, Vice Mayor Kakavas, Councilman Allsop, and Councilman Clark.

COUNCIL MEMBERS ABSENT: Councilman Adams and Councilman Hatch.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; Morgan Brown, City Attorney; Justin Johnson, Deputy City Manager; Greg Westover, Police Commander; Shane Hemesath, City Engineer; Nicole Hudson, Deputy City Clerk; and Rachael Hall, City Clerk.

GUESTS: Kent and Stephanie McQuillan, Stefan Wehnau, Daryl Seymore, Catrina Jenkins, Brian Swanty, Randy and Cassie Chevalier, Catherine Salazar, Maria Garvin, Dawn Wilson, Josh Livermore, Curt Fernau, John Hannah, Jodi Whitehead, Patricia Duran, Daris Gibbons, and others.

3. Invocation.

Councilman Clark 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.

None.

6. **SPECIAL EVENTS:**

A. Presentation on Wildfire Preparedness.

Catrina Jenkins, Navajo County Emergency Manager, gave a presentation regarding the White Mountains Fire Restrictions Coordination Group. She said the group consisted of personnel from Apache County Emergency Management, Northeast Arizona Police Association, Forest Service Department of Agriculture, United States Department of the Interior Bureau of Land Management, Fort Apache Agency Fire Management, Arizona Department of Forestry and Fire Management, Northeastern Arizona Fire Chiefs Association, and Navajo County Emergency Management. She said decisions for fire restrictions were based on science and data the group received from the National Weather Service, forest experts, local public safety officials, regional partners, and County Emergency Management.

Ms. Jenkins said the group hosted a preseason and postseason meeting each year. The voting members met weekly once wildfire conditions began to worsen during the season. She said updates were shared with all regional partners through weekly emails and a phone call. Maintaining consistent messaging among the community members was extremely important to convey to the locals and nonlocals coming into the area about current fire restrictions that were in place.

Brian Swanty, Chief Deputy with the Navajo County Sheriff's Office, said all law enforcement agencies throughout the region communicated and worked together. Law enforcement agencies were provided with evacuation kits which allowed the agencies to follow the same protocol in the event of an evacuation.

Randy Chevalier, Deputy Chief with Timber Mesa Fire and Medical District, said community preparedness was important. Timber Mesa Fire and Medical District had a prevention division that would come out to homes to discuss the programs that existed and to encourage people to be proactive in the cleanup of their property.

7. **CONSENT CALENDAR:**

A. Proclamation by the Mayor Proclaiming April 2022 as **Child Abuse Prevention Month** in the City of Show Low.

B. Proclamation by the Mayor Proclaiming April 2022 as **Fair Housing Month** in the City of Show Low.

- C. Proclamation by the Mayor Proclaiming April 10 through 16, 2022 as **Public Safety Telecommunicators Week** in the City of Show Low.
- D. Consideration of Minutes of Show Low City Council meetings:
 - (1) Regular Meeting of March 15, 2022.

Ms. Hall read the Public Safety Telecommunicators Week Proclamation aloud.

COUNCILMAN ALLSOP MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN CLARK; PASSED 4 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ALLSOP AND CLARK VOTING IN FAVOR.

8. **NEW BUSINESS:**

- A. Consideration of Application Submitted by Stefan Wehnau on Behalf of Show Low Chamber of Commerce for Special Event Liquor License for 2022 Show Low Days on June 10, 2022 at Frontier Fields. (Rachael Hall)

Ms. Hall said Stefan Wehnau, representing the Show Low Chamber of Commerce, submitted an application for a special event liquor license for the 2022 Show Low Days at Frontier Fields, scheduled for June 10, 2022.

Ms. Hall said the license would allow the Show Low Chamber of Commerce to sell alcohol during the event. There was an existing six-foot chain-link fence surrounding Frontier Fields where the alcohol would be sold and consumed.

Ms. Hall said one entrance/exit gate would be open for participants to enter and leave the area and would be manned by at least four and up to eight security personnel provided by Arizona Rangers to ensure no alcoholic beverages entered or left the fenced-in premises. When available, the Arizona Rangers would roam the field to provide additional security. The southwest corner of Frontier Fields would house the kids' zone and no alcohol would be allowed in this area.

Ms. Hall said the Show Low Police Department performed a background check on the applicant and found nothing that would preclude approval of this special event liquor license. The application and action taken by the Council would be forwarded to the Department of Liquor Licenses and Control. Unlike regular liquor licenses, the Council's decision was final for such an application.

Councilman Allsop thanked the Chamber of Commerce for bringing Show Low Days back to the community.

Mr. Wehnau said the event date was June 11, 2022, not June 10, 2022.

COUNCILMAN CLARK MOVED TO APPROVE THE APPLICATION SUBMITTED BY STEFAN WEHNAU FOR A SPECIAL EVENT LIQUOR LICENSE FOR THE 2022 SHOW LOW DAYS ON JUNE 11, 2022, AT FRONTIER FIELDS, SHOW LOW, ARIZONA; SECONDED BY COUNCILMAN ALLSOP; PASSED 4 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ALLSOP AND CLARK VOTING IN FAVOR.

- B. Consideration of Award of Construction Contract for McNeil Acres and 11th Street Sewer Replacement, City of Show Low Project No. S-1122. (Shane Hemesath)

Mr. Hemesath said the City's fiscal year 2022 and 2023 Capital Improvement Plan budget included \$788,962.00 for the design and construction of the sewer line replacement project labeled "McNeil Acres" and \$827,763.00 for design and construction of the sewer replacement project labeled "11th Street Sewer Replacement." The two projects were adjacent to each other and were combined to reduce costs for construction. The existing wastewater collection system consisted of aging six-inch clay pipe and was requiring more maintenance and repairs. The scope of the work included installing approximately 8,000 linear feet of new eight-inch PVC sewer line, 29 new concrete manholes, new sewer services, and removing and replacing the existing asphalt.

Mr. Hemesath said the project was designed by Ironside Engineering with a construction estimate of \$1.3 million. Arizona Department of Environmental Quality approvals to construct were obtained. 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	\$1,504,125.00
Rawlings Specialty Contracting	\$1,591,945.00
Standard Construction	\$2,520,606.00

Mr. Hemesath said staff recommended awarding the construction contract for the McNeil Acres and 11th Street Sewer Replacement, City of Show Low Project No. S-1122, to Apache Underground and Excavating in an amount not to exceed \$1,504,125.00.

COUNCILMAN ALLSOP MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE MCNEIL ACRES AND 11TH STREET SEWER REPLACEMENT, CITY OF SHOW LOW PROJECT NO. S-1122, TO

APACHE UNDERGROUND AND EXCAVATING IN AN AMOUNT NOT TO EXCEED \$1,504,125.00; SECONDED BY VICE MAYOR KAKAVAS; PASSED 4 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ALLSOP AND CLARK VOTING IN FAVOR.

- C. Consideration of Award of Construction Contract for 5th and 6th Place Sewer Main Replacement, City of Show Low Project No. S-1022. (Shane Hemesath)

Mr. Hemesath said the City’s fiscal year 2022 and 2023 Capital Improvement Plan budget included \$814,660.00 for design and construction of the sewer line replacement project labeled “5th and 6th place Sewer Replacement” to be completed at the end of Fiscal Year 2022 and beginning of Fiscal Year 2023. This project was located in the Nikolaus Subdivision. The existing wastewater collection system consisted of aging six-inch clay pipe and was requiring more maintenance and repairs. The scope of the work included installing approximately 4,000 linear feet of new eight-inch PVC sewer line, 18 new concrete manholes, new sewer services, and removing and replacing the existing asphalt.

Mr. Hemesath said the project was designed by Woodson Engineering with a construction estimate of \$690,000.00. Arizona Department of Environmental Quality approvals to construct were obtained. The project was publicly bid in accordance with statutory requirements with the following results:

<u>Contractor</u>	<u>Base Bid</u>
Rawlings Specialty Contracting	\$742,760.00
Western Grade LLC	\$788,397.00
Apache Underground and Excavating	\$858,015.00

Mr. Hemesath said staff recommended awarding the construction contract for the 5th and 6th Place Sewer Main Replacement, City of Show Low Project No. S-1022, to Rawlings Specialty Contracting in an amount not to exceed \$742,760.00.

Vice Mayor Kakavas asked if this project and the McNeil Acres project would be constructed simultaneously. Mr. Hemesath said staff would meet with both contractors to discuss minimizing the impact of each project. The project timelines would be decided by the contractors based on their schedules.

Mayor Leech asked staff to notify the Council when the projects were scheduled to proceed.

VICE MAYOR KAKAVAS MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE 5TH AND 6TH PLACE SEWER MAIN REPLACEMENT, CITY OF SHOW LOW PROJECT NO. S-1022, TO RAWLINGS SPECIALTY CONTRACTING IN AN AMOUNT NOT TO EXCEED \$742,760.00; SECONDED BY MAYOR LEECH; PASSED 4 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ALLSOP AND CLARK VOTING IN FAVOR.

- D. Consideration of Award of Construction Contract for Meadow Pedestrian Path Phase 2, City of Show Low Project No. R-0622, and Authorization of Associated Budget Transfers. (Shane Hemesath)

Mr. Hemesath said the City's fiscal year 2022 Capital Improvements Plan budget included \$200,000.00 in funding for the "Meadow Path Phase 2." This project was partially funded by an Arizona State Parks Grant. The scope of work included extending the existing Meadow pedestrian path from its current termination to the trailhead parking lot located behind Hampton Inn. The extension of the path would be an eight-foot-wide asphalt path approximately 1,800 linear feet long including required culverts for flood irrigation drainage.

Mr. Hemesath said the project was designed by City engineering staff with a construction estimate of \$169,000.00. Three contractors attended the pre-bid meeting, however, only one bid was received. The project was publicly bid according to statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Surface Contracting, Inc.	\$218,990.00

Mr. Hemesath said staff recommended awarding the construction contract for Meadow Pedestrian Path Phase 2, City of Show Low Project No. R-0622, to Surface Contracting, Inc. in an amount not to exceed \$218,990.00 and authorizing the associated budget transfers.

Mayor Leech asked if the contractor had done work for the City previously. Mr. Hemesath said the contractor had previously done work in the area but had not done work for the City.

COUNCILMAN CLARK MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE MEADOW PEDESTRIAN PATH PHASE 2, CITY OF SHOW LOW PROJECT NO. R-0622, TO SURFACE CONTRACTING, INC. IN AN AMOUNT NOT TO EXCEED \$218,990.00 AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY VICE MAYOR KAKAVAS; PASSED 4 TO 0 WITH

MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ALLSOP AND CLARK VOTING IN FAVOR.

- E. Consideration of Award of Construction Contract for Frontier Park Ramada Improvements. (Shane Hemesath)

Mr. Hemesath said upcoming Frontier Park improvements included a parking lot expansion, splash pad, and an all-inclusive playground. With the increase in public use at this park, staff felt it was necessary to install ramadas for shade and day use for the public. Three Ramadas would be installed, two 12-foot-by-12-foot ramadas near the splash pad and one 12-foot-by-24-foot ramada located closer to the playground.

Mr. Hemesath said the City utilized the Mohave Cooperative Purchasing Contract for the purchase and installation of the ramadas.

Mr. Hemesath said staff recommended awarding the construction contract for Frontier Park Ramada Improvements to Exerplay, Inc. in an amount not to exceed \$95,425.72.

VICE MAYOR KAKAVAS MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE FRONTIER PARK RAMADA IMPROVEMENTS, TO EXERPLAY, INC. IN AN AMOUNT NOT TO EXCEED \$95,425.72; SECONDED BY COUNCILMAN ALLSOP; PASSED 4 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ALLSOP AND CLARK VOTING IN FAVOR.

- F. Consideration of Acceptance of Resignation of City Councilwoman Dawn Wilson. (Mayor Leech)

Mayor Leech said City Councilwoman Dawn Wilson submitted her resignation from the Council effective April 4, 2022.

Dawn Wilson thanked the Council and the City for the opportunity to serve the citizens of Show Low.

MAYOR LEECH MOVED TO ACCEPT THE RESIGNATION OF CITY COUNCILWOMAN DAWN WILSON; SECONDED BY VICE MAYOR KAKAVAS; PASSED 4 TO 0 WITH MAYOR LEECH, VICE MAYOR KAKAVAS AND COUNCIL MEMBERS ALLSOP AND CLARK VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

- A. Council Members

Vice Mayor Kakavas said COVID numbers were declining in the community and thanked the citizens for their cooperation in following the recommendations.

Councilman Allsop said he witnessed Senior Patrol patrolling parking lots for people parked in handicapped parking spots and reminded citizens not to park in handicapped parking unless they had the appropriate designation.

Councilman Clark said the Show Low Unified School District would be performing The Little Mermaid on April 28, 29, and 30 and again on May 5, 6, and 7. Tickets could be purchased at the door or through the performing arts department at the high school.

B. Mayor

Mayor Leech said the BBQ Throwdown would be held the first weekend in May. The Darrin Reed Memorial Scholarship benefit dinner would be on April 30. He said he was proud to have attended the Show Low Little League opening day.

C. City Manager

Mr. Muder said the recreation department would host the annual Easter event on April 9 at the Senior Field in the Show Low City Park.

Mr. Muder said the City's annual MLK Day of Service, when volunteers worked on a community project, would be April 30. Volunteers would meet at 9:00 a.m. at City Hall for work assignments which would involve cleaning up trash on the side of the roads around the City.

Mr. Muder said in public works projects, work continued on the sewer project on McNeil from 4th to 8th Avenue and by Days Inn. Work continued at the City Campus parking lot with the contractor finalizing work on the grade this week. Splash pad and playground under construction. He thanked citizens for their patience as important improvements were completed around the City.

10. **SCHEDULING OF MEETINGS:**

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

Mr. Muder said with the resignation of Councilwoman Wilson, the Council would need to hold a study session to discuss the options to replace the council seat for

the remainder of the term that would expire December 2024. The study session would be held Thursday, April 7, beginning at 5:30 p.m. in the Council Chambers and would be followed by a town hall for citizen input and budget study session beginning 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 5, 2022, AT 8:17 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 April 5, 2022. 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