

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, OCTOBER 18, 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 7:00 p.m.

2. Roll Call.

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

COUNCIL MEMBERS ABSENT: Vice Mayor Kakavas, and Councilman Adams.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; Morgan Brown, City Attorney; Justin Johnson, Deputy City Manager; Brad Provost, Police Chief; Bill Kopp, Public Works Director; Jacob Allen, Airport Manager; Nicole Hudson, Deputy City Clerk; and Rachael Hall, City Clerk.

GUESTS: Kent and Stephanie McQuillan, Stefan and Kim Wehnau, Sunshine Brewer, Daryl Seymore, Steve Williams, Becky Clark, Steve Heckathorne, Roger Brown, Tom Brown, Grady Hillis, Everett Robinson, Betsyann Wilson, David Huish, Kyle Beecroft, Bill Matthews, Curt Fernau, Greg Westover, Margaret Heath, Daris Gibbons, and others.

3. Invocation.

Councilman Judd 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.

Margaret Heath, Executive Director with Walking Down Ranch, thanked the City for their support of the Veteran's Tribute Fly-In event at the airport.

6. **SPECIAL EVENTS:**

A. Special Presentation in Recognition of Retired City Employee.

Chief Provost introduced Officer Brian La Rue, a retired Show Low police officer who served the City for over 21 years. Chief Provost gave an overview of Office La Rue's work history and thanked him for his work and dedication to the City.

Office La Rue thanked the Council and staff for the opportunities the City had provided and he said he was honored to have worked with the professionals at the Show Low Police Department.

Mayor Leech presented Office La Rue with an engraved wood box from the Council for his years of service.

B. Presentation by Northland Pioneer College for Update on Skill Center Facility.

Betsyann Wilson, Executive Director of Northland Pioneer College (NPC) Friends and Family, said NPC Friends and Family had awarded over \$67,000 in scholarships for the fall semester. The scholarship application for the spring semester was open until November 17. Ms. Wilson introduced David Huish, Director of Construction at NPC.

Mr. Huish said the construction of the skills center at NPC had progressed significantly, but weather had caused some delays. He said substantial completion of the facility was scheduled for the end of December with the goal of welcoming students in mid-January for the spring semester. He said the development of 8th Avenue would commence as soon as possible.

Mr. Huish said an NPC would hold an open house and ribbon cutting when the facility was finished.

C. Presentation by Show Low Chamber of Commerce.

Stefan Wehnau, President of the Show Low Chamber of Commerce Board of Directors, said members of the Board of Directors included Robert Rose, Neil Traver, Brandt Clark, Daris Gibbons, Martina Webster, Teddy Croney, Kyle Beecroft, Craig Boston, Bill Matthews, and Trisha Spear. Mr. Wehnau said the Chamber continued many membership events

including Business First Wednesday, Business After Hours, ribbon cuttings, and member mixers.

Mr. Wehnau said the Board of Directors were focused on membership revitalization which included encouraging members to participate in networking and leadership opportunities. He said there were currently 219 Chamber members and online membership registration was now available.

Mr. Wehnau said Show Low Days was held in June and was a successful event. He said this year's event was a one-day event and it was anticipated that the event would revert back to a three-day event in 2023.

Mr. Wehnau said the 10th Derby Down the Deuce was held on July 9.

Mr. Wehnau said the Chamber would be refreshing their Key 3 program to make it more effective and would continue to work on the Welcome Visitors campaign and member and community events. He said the Chamber Winter Gala would be held in February.

Mr. Wehnau said the Chamber's budget was financially stable and the social media pages continued to see growth. The Tourist Information Center (TIC) had 1,613 visitors in the third quarter of 2022 for a total of 3,490 visitors thus far in 2022.

Mr. Wehnau said the Board of Directors had recently updated the Chamber's by-laws and were conducting an election for directors and working on the budgeting process for 2023. He said a Board retreat would be held in March.

Mr. Wehnau said the Board had been conducting an Executive Director search for the last four months. Mr. Wehnau said Sunshine Brewer had been chosen as the new Executive Director for the Chamber. Ms. Brewer said she looked forward to the opportunity to work for the Chamber and with the City.

7. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming November 13 through 19, 2022, as **COMMUNITY FAST OF COMPASSION FOR THOSE IN NEED WEEK** in the City of Show Low.
- B. Proclamation by the Mayor Proclaiming October 16 through 22, 2022, as **ARIZONA CITIES AND TOWNS WEEK** in the City of Show Low.

- C. Consideration of Noncommercial Ground Leases with D'Plane LLC and Termination of Lease with J.D. Hangars of Show Low, Inc. at Show Low Regional Airport. (Jacob Allen)
- D. Consideration of Acceptance of Show Low Senior Center Floor and Foundation Repairs, City of Show Low Project No. FM-0723. (Bill Kopp)
- E. Consideration of Acceptance of Grant Funds from Governor's Office of Highway Safety and Authorization of Associated Budget Transfers. (Brad Provost)
- F. Consideration of Approval to Purchase AVTEC Radio Communications Console System. (Brad Provost)
- G. Consideration of Approval to Purchase Police Vehicles and Authorization of Associated Budget Transfers. (Brad Provost)
- H. Consideration of Minutes of Show Low City Council meetings:
(1) Regular Meeting of October 4, 2022.

Councilman Allsop thanked Chief Provost and police department staff for pursuing grant funds.

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

Ms. Hall read the Community Fast proclamation aloud and Mayor Leech presented it to Pastor Stephen Heckathorne.

Chairman Williams said this was the tenth annual Community Fast. The Community Fast board consisted of eight members. He said the Community Fast began when a few local churches came up with the idea of wanting to do something to benefit the community and what transpired was the idea to fast for one or two meals and donate the money that would have been spent on those meals to the Community Fast fund. That money would then be used to donate to families in need during the holidays. Many community members, churches, businesses, and schools participate in the fast and in the nine years since its inception, more than \$220,000 has been raised with every penny given to local organizations that were in a position to identify people in need to help over the holidays.

Pastor Heckathorne thanked the City for their continued participation in the Community Fast.

Board Member Daryl Seymore thanked the City and the Community Fast Board for their commitment to the program.

A short video clip about the services provided by cities and towns in Arizona was shown.

8. **NEW BUSINESS:**

- A. Consideration of Resolution No. R2022-20 Approving Revisions to Noncommercial Hangar Ground Lease Policy. (Jacob Allen)

Mr. Allen said on August 20, 2018, the City Council adopted Resolution No. R2018-22 which established a policy for ground lease reversions and terms for noncommercial hangars at Show Low Regional Airport.

Mr. Allen said historically, the City of Show Low had elected to separate commercial and noncommercial activity on the airport. The privately owned hangars on south side of the airport were designated as noncommercial ground leases and were not to be used for commercial activities. Recently, there had been interest in opening this area to aviation related commercial activity. Airport administration and City staff believed that allowing commercial activity in this area would be beneficial to airport tenants and would promote growth by encouraging aviation related businesses to operate on the airport.

Mr. Allen said businesses that wished to operate commercially on the south side of the airport would be required to enter into a commercial operating agreement with the City of Show Low. Also, if applicable, must terminate their current non-commercial ground lease. All commercial operators were required to adhere to the Airport Rules and Regulations and the Airport Minimum Standards.

Mr. Allen said on October 4, the Aviation Advisory Committee met to discuss the revisions to the policy and approved recommending the revised policy to the Council.

Mr. Allen said Exhibit A to Resolution No. R2022-20 outlined revisions to the Noncommercial Hangar Ground Lease Policy to allow for commercial activity. Deletions were shown as strikethroughs and additions are bolded and underlined.

Mr. Allen said staff recommended adopting Resolution No. R2022-20 approving revisions to the Noncommercial Hangar Ground Lease Policy at Show Low Regional Airport.

Mayor Leech asked if any other security measures needed to be put in place to allow commercial activity on the south side of the airport. Mr. Allen said each business operator would be responsible to escort their customers on and off the field since the area was gated. He said he didn't think that any additional security measures would be required.

COUNCILMAN ALLSOP MOVED TO ADOPT RESOLUTION NO. R2022-20 APPROVING REVISIONS TO THE NONCOMMERCIAL HANGAR GROUND LEASE POLICY AT SHOW LOW REGIONAL AIRPORT; SECONDED BY COUNCILMAN CLARK; PASSED 5 TO 0 WITH MAYOR LEECH, AND COUNCIL MEMBERS ALLSOP, CLARK, HATCH, AND JUDD VOTING IN FAVOR.

- B. Consideration of Award of Construction Contract for Show Low Public Restroom, City of Show Low Project No. FM-1922A. (Bill Kopp)

Mr. Kopp said the City of Show Low applied for and was awarded a grant from the Community Development Block Grant program to rebuild public restrooms, so they meet Americans with Disabilities Act (ADA) requirements. This project included removing and reconstructing the existing restroom at City Park that was located near the volleyball courts. The work included, but was not necessarily limited to, the construction of a restroom facility that would include three ADA accessible restrooms in a single building. There would be one separate men's restroom with two stalls, one water closet and one urinal, one separate women's restroom with two water closet stalls, and a family restroom with a single water closet and ADA adult changing station.

Mr. Kopp said staff solicited bids from builders to construct the building. The request for proposals included permittable plans for the building to be a duplicate of the recently constructed restroom located near the Williams Family Field little league ballpark. City personnel would extend water, sewer, and power utilities to the building location.

Mr. Kopp said the project was publicly advertised and a single bid was received. The bid was submitted by LD&B, LLC. This was the contractor who built the City Library expansion and also an identical restroom at City Park. Staff believed the price was fair and reasonable. The bid result was as follows:

<u>Contractor</u>	<u>Total Bid</u>
LD&B LLC	\$118,000.00

Mr. Kopp said staff recommended awarding the construction contract for Show Low Public Restroom, City of Show Low Project No. FM-1922A, to LD&B LLC in an amount not to exceed \$118,000.00.

Councilman Allsop asked how old the current restroom facility was. Mr. Kopp said it was approximately 40 to 50 years old.

Councilman Clark asked how much of the project was grant funded. Mr. Kopp said 100 percent of the cost of the project was grant funded.

COUNCILMAN ALLSOP MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR SHOW LOW PUBLIC RESTROOM, CITY OF SHOW LOW PROJECT NO. FM-1922A, TO LD&B LLC IN AN AMOUNT NOT TO EXCEED \$118,000.00; SECONDED BY COUNCILMAN HATCH; PASSED 5 TO 0 WITH MAYOR LEECH, AND COUNCIL MEMBERS ALLSOP, CLARK, HATCH, AND JUDD VOTING IN FAVOR.

- C. Consideration of Award of Contract for Purchase of Tasers from Axon Enterprise, Inc. and Authorization of Associated Budget Transfers. (Brad Provost)

Mr. Provost said Show Low Police Department used Tasers from Axon Enterprise, Inc. as a less-lethal force option. The current Tasers in use were approximately five years old and were no longer covered by a maintenance or replacement contract.

A new five-year contract with Axon Enterprise would cost a total of \$129,246.48 (including tax). The cost per year was:

October 2022	\$18,094.40
October 2023	\$27,788.02
October 2024	\$27,788.02
October 2025	\$27,788.02
October 2026	\$27,788.02

Mr. Provost said this contract included the cost of 35 new Tasers, cartridges, holsters, batteries, chargers, training materials, and software updates for the next five years.

Mr. Provost said the departments old Tasers would be traded back in as part of the contract agreement.

Mr. Provost said the money for the 2022 cost was available in Proposition 207 revenue funds. Future funding would be addressed through the normal budget process.

Mr. Provost said this was a sole source purchase as no other company made a comparable product to the Taser.

COUNCILMAN CLARK MOVED TO AWARD A FIVE-YEAR CONTRACT WITH AXON ENTERPRISE, INC. FOR THE PURCHASE OF NEW TASERS AND REQUISITE SUPPLIES IN AN AMOUNT NOT TO EXCEED \$129,246.48 AND AUTHORIZE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY COUNCILMAN JUDD; PASSED 5 TO 0 WITH MAYOR LEECH, AND COUNCIL MEMBERS ALLSOP, CLARK, HATCH, AND JUDD VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Allsop said Show Low Main Street had several events coming up including the Halloween Trunk or Treat event on October 29, Shop Small Saturday Poker Walk on November 26 and Santa and The Shoppes on Candycane Lane on December 2 and 3. Show Low Main Street was accepting vendor applications for the 2023 farmer's market.

B. Mayor

None.

C. City Manager

Mr. Muder said there were several upcoming Halloween-related events including the "Trick or Treat Trail" event on October 26 for children ages 11 and younger and the "Creepy Carnevil" teen event on October 27 for ages 12 to 17.

Mr. Muder said in public works projects, the City's contractor was finishing work on the Citywide Paving and Sidewalk Connectivity project with 28th Street still needing to be paved. The contractor was working on driveway transitions and clean up. Work continued on the McNeil Acres sewer project with the contractor working on East Whipple. At Frontier Park, sod was being installed around the splash pad and the rubber surface would be installed around the playground. He thanked the citizens for their patience as improvements were made around the city.

10. **SCHEDULING OF MEETINGS:**

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

Mr. Muder said the annual Council Retreat was scheduled for tomorrow starting at 9:00 a.m. at the Public Safety Building in the Darrin Reed Community Room.

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 OCTOBER 18, 2022 AT 8:00 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 October 18, 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