

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, MARCH 19, 2019 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, Councilman Crittenden, Councilman Hatch, and Councilman Kelley.

COUNCIL MEMBERS ABSENT: Vice Mayor Allsop, Councilman Leech, and Councilwoman Kakavas.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; F. Morgan Brown, City Attorney; Shane Hemesath, City Engineer; Bill Kopp, Public Works Director; Joe Shelley, Police Chief; Jay Brimhall, Community Services Director; Lisa Robertson, Grants/Transit Manager; Rachael Hall, Assistant City Clerk; and Tamra Reidhead, City Clerk.

GUESTS: Rob Hephner, Michael Gibson, Chad Lawrence, Julie Edens, Laura Singleton, Conrad and Michelle Monroe, Winna Lee Ulmer, Casey Williams, members of the Show Low High School cheerleading team, and others.

3. Invocation.

Mr. Brown gave the invocation.

4. Pledge of Allegiance.

Vice Mayor Hatch 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. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming March 18 through 22, 2019 as **Cougar Cheerleading State Championship Week** in the City of Show Low.
- B. Proclamation by the Mayor Proclaiming March 20, 2019 as **National SBDC Day** in the City of Show Low.
- C. Consideration of Resolution No. R2019-06 Authorizing Re-establishment of Downtown Redevelopment Project Area Within Municipality. (Lisa Robertson)
- D. Consideration of Approval of Termination of Lease for Noncommercial Ground Lease Located at 3480 Corporate Way at Show Low Regional Airport. (Morgan Brown)
- E. Consideration of Approval of Declaration of Surplus Property for March 2019 Auction. (Rick Austin)
- F. Consideration of Minutes of Show Low City Council meetings:
 - (1) Special Meeting of March 5, 2019.
 - (2) Regular Meeting of March 5, 2019.

COUNCILMAN HATCH MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN CRITTENDEN; PASSED 4 TO 0 WITH MAYOR SEYMORE AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KELLEY VOTING IN FAVOR.

Mayor Seymore read the cheerleading proclamation aloud and presented it to the coaches. The Council presented T-shirts to the team members and coaches and congratulated them on their success.

7. **NEW BUSINESS:**

- A. Consideration of Appointment of Planning and Zoning Commission Members. (Tamra Reidhead)

The Council reserves the right to adjourn into Executive Session for discussion or consultation for legal advice with the attorney or attorneys of the public body regarding appointments to the Planning and Zoning Commission, pursuant to A.R.S. 38-431.03(A)(3).

Ms. Reidhead said the terms of four Planning and Zoning Commission members, Bill Johnson, Eric Bishop, Brandt Clark, and Chris Hudson, expired at the end of March. Per policy, City staff advertised the vacancies. Staff contacted the incumbents to gauge their interest in reapplying and two, Eric Bishop and Brandt Clark, submitted applications. The other two incumbents, Bill Johnson and Chris Hudson, chose not to reapply. In addition, staff received applications from Josh Adams, Rocke Ellis, Michael Gibson, Rob Hephner, and Chad Lawrence. The seven applicants were interviewed by the Council on March 5.

Ms. Reidhead said the names of the seven applicants were included on a questionnaire for Council members to mark their four choices. After the results were tallied, a formal motion should be made based on the results.

The Council members marked their preferences for the four vacant positions. Selections by the Council for the four seats:

- ▶ Councilman Crittenden
Josh Adams, Eric Bishop, Brandt Clark, Rob Hephner
- ▶ Councilman Hatch
Josh Adams, Eric Bishop, Brandt Clark, Rob Hephner
- ▶ Councilman Kelley
Josh Adams, Eric Bishop, Brandt Clark, Rob Hephner
- ▶ Mayor Seymore
Eric Bishop, Brandt Clark, Rocke Ellis, Rob Hephner

Ms. Reidhead informed the Council that the four individuals with the most votes were Josh Adams, Eric Bishop, Brandt Clark, and Rob Hephner.

COUNCILMAN CRITTENDEN MOVED TO APPOINT JOSH ADAMS, ERIC BISHOP, BRANDT CLARK AND ROB HEPHNER TO THE SHOW LOW PLANNING AND ZONING COMMISSION FOR TERMS EXPIRING MARCH 2023; SECONDED BY COUNCILMAN KELLEY; PASSED 4 TO 0 WITH MAYOR SEYMORE AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KELLEY VOTING IN FAVOR.

- B. Consideration of Lease of Premises to Durham Communications, Inc. (Joe Shelley)

Chief Shelley said the new Show Low Police Department headquarters had a two-bay detail shop in the southeast corner of the back parking lot. This building was a carryover from when the property was a car dealership.

Chief Shelley said currently, the police department planned to use only one bay for cleaning and maintaining department vehicles. Durham Communications, Inc. had expressed interest in renting the other bay to be used to service police department vehicles and radio equipment.

Chief Shelley said Durham Communications was the service provider for the regional communications radio system. They also handled all repairs on mobile (vehicle) and portable (hand-held) radios, and made repairs to vehicle emergency equipment (lightbars, sirens, etc).

Chief Shelley said the City would benefit from this lease by having a Durham Communications technician on-site to handle repairs, while generating revenue from available facilities. Durham Communications would benefit by having a place to work on police vehicles and equipment on-site and out of the weather.

Mayor Seymore asked if Durham planned to make repairs to vehicles and equipment other than those belonging to Show Low police. Chief Shelley said no, any other repairs by Durham would be done off site, and Show Low's police vehicles and equipment would be given priority over other repair work.

COUNCILMAN CRITTENDEN MOVED TO AUTHORIZE THE LEASE OF ONE BAY IN THE DETAIL SHOP AT THE SHOW LOW POLICE DEPARTMENT TO DURHAM COMMUNICATIONS FOR A TOTAL OF \$400 PER MONTH, INCLUDING UTILITIES; SECONDED BY COUNCILMAN HATCH;

Mr. Brown said one clarification would need to be made to Section 8 of the contract to state that Durham would pay \$100 *per month* to cover the cost of utilities.

MOTION PASSED 4 TO 0 WITH MAYOR SEYMORE AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KELLEY VOTING IN FAVOR.

- C. Consideration of Resolution No. R2019-05 Approving Airport Development Reimbursable Grant Agreement with Arizona Department of Transportation for Runway 06/24 Rehabilitation Project. (Bill Kopp)

Mr. Kopp said on July 11, 2018, the City submitted a grant request to the Arizona Department of Transportation (ADOT) in the amount of \$54,064. The request was for the state's 2.5% portion of the original project cost of \$2,162,560 for the Runway 06/24 rehabilitation project. ADOT had made a firm commitment to the City that the funding was in process prior to bidding the project. The formal approval process included committee and

transportation board review which took several months. ADOT had formally authorized reimbursement to the City for the project in the amount of \$54,064.

Mr. Kopp said staff recommended adopting Resolution No. R2019-05 approving the Airport Development Reimbursable Grant Agreement from the ADOT Aeronautics group for the Runway 06/24 rehabilitation project in the amount of \$54,064 and authorizing the Mayor to sign the agreement.

Mayor Seymore said the total project cost was \$2,162,560 and the City's share was only \$54,064. Mr. Kopp said yes, that was correct. The City's 2.5% share was the same as ADOT's, and the remaining portion was paid by the Federal Aviation Administration.

COUNCILMAN HATCH MOVED TO ADOPT RESOLUTION NO. R2019-05 APPROVING THE AIRPORT DEVELOPMENT REIMBURSABLE GRANT AGREEMENT FROM THE ARIZONA DEPARTMENT OF TRANSPORTATION FOR THE RUNWAY 06/24 REHABILITATION PROJECT IN THE AMOUNT OF \$54,064 AND AUTHORIZE THE MAYOR TO SIGN THE AGREEMENT; SECONDED BY COUNCILMAN KELLEY; PASSED 4 TO 0 WITH MAYOR SEYMORE AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KELLEY VOTING IN FAVOR.

- D. Consideration of Award of Construction Contract for the East Thornton Roadway Extension, City of Show Low Project No. R-1219. (Shane Hemesath)

Mr. Hemesath said the City's fiscal year 2019 Capital Improvements Program (CIP) budget included \$535,000 for a roadway improvement project labeled "East Thornton Roadway - Central Ave to 6th Street." The scope of work included installing approximately 2,600 linear feet of new asphalt roadway starting at the intersection of North Central Avenue and Thornton Road east 2,600 linear feet to the intersection of East Thornton and 6th Street. New concrete ribbon curb and a new three-inch thick asphalt section with associated eight-inch thick aggregate base course would be installed. Any subgrade issues uncovered during the construction of the new roadway would be repaired. This roadway extension would help improve vehicle circulation on the north side of the City.

Mr. Hemesath said the project was designed by City engineering staff, with a construction estimate of \$565,000. The project was publicly bid in accordance with statutory requirements with the following results:

Contractor

Total Bid

Hatch Construction LLC	\$409,761.00
Western Grade LLC	\$526,382.00
Rawlings Specialty Contracting	\$534,840.00
Surface Contracting	\$544,639.50
Perkins Cinders	\$588,570.51
Mountain High Excavating	\$705,260.00

Mr. Hemesath said staff recommended awarding the construction contract for the East Thornton Roadway Extension, City of Show Low Project No. R-1219, to Hatch Construction LLC in an amount not to exceed \$409,761.

MAYOR SEYMORE MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR EAST THORNTON ROADWAY EXTENSION, CITY OF SHOW LOW PROJECT NO. R-1219, TO HATCH CONSTRUCTION LLC IN AN AMOUNT NOT TO EXCEED \$409,761; SECONDED BY COUNCILMAN KELLEY; PASSED 4 TO 0 WITH MAYOR SEYMORE AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KELLEY VOTING IN FAVOR.

8. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

None.

B. Mayor

Mayor Seymore said he and Vice Mayor Allsop had the opportunity to go to Washington, D.C. last week to meet with Senators Martha McSally and Kyrsten Sinema and Congressman Tom O'Halleran to discuss local issues and concerns. They also met with U.S. Department of Transportation officials to discuss concerns regarding Boutique Airlines.

C. City Manager

Mr. Muder said Kid's Night Out would be held this Friday for youth ages 5 to 12 at the Teen Center. Recreation staff had already begun selling tickets for the 9th annual Show Low Night at Chase Field in Phoenix on April 27 when the Arizona Diamondbacks would play the Chicago Cubs. Tickets in the all-you-can-eat section 222, Diamond Level, were \$65 each and could be purchased at city hall in the recreation department.

Mr. Muder said City crews had been busy sweeping and cleaning the streets and grooming the parks for spring. The Nikolaus Park lighting project should be completed in a few weeks in time for the start of Little

League season. There were several public works projects that would begin soon. Staff appreciated the citizens' patience as infrastructure improvements were made.

Mr. Muder said the Show Low School District was hosting a forum for parents and adults called "Surviving the Active Lethal Threat Event: What Every Parent Needs to Know" this Thursday in the Show Low School District Auditorium. The information presented was designed to heighten awareness and knowledge regarding preparing for and responding to a lockdown situation at local schools.

Mr. Muder said a free parent education night sponsored by the Show Low Police Department and Changepoint Integrated Health would be held March 28 in the Council Chambers to discuss the impacts of social media on the family and what parents needed to know about human trafficking.

9. **SCHEDULING OF MEETINGS:**

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

Mr. Muder said a special Council meeting needed to be scheduled to interview the applicants for the Parks and Recreation Advisory Committee, Board of Adjustment, and Aviation Advisory Committee. Staff suggested Tuesday, April 9, at 6:00 p.m. and would call the Council members to see if that date and time worked for them.

COUNCILMAN HATCH MOVED TO RECESS INTO EXECUTIVE SESSION FOR THE CITY ATTORNEY'S ANNUAL EVALUATION AND TO REVIEW THE EXECUTIVE SESSION MINUTES OF JANUARY 15 AND MARCH 5 (5:30 AND 7:00 P.M. MEETINGS), 2019; SECONDED BY COUNCILMAN KELLEY; PASSED 4 TO 0 WITH MAYOR SEYMORE AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KELLEY VOTING IN FAVOR.

The Show Low City Council recessed into Executive Session at 7:33 p.m.

10. **EXECUTIVE SESSION.**

A. Confidentiality Statement.

B. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of a public officer, appointee, or employee of any public body. Pursuant to A.R.S. Section 38-431.03(A)(1).

(1) Annual Evaluation of City Attorney.

C. Discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law. Pursuant to A.R.S. Section 38-431.03(A)(2).

(1) Executive Session Minutes of January 15 and March 5 (5:30 and 7:00 p.m.), 2019.

11. **POST EXECUTIVE SESSION.**

Consideration of any item on the Executive Session portion of this agenda, which the Council may wish to take action upon in Open Session.

The Show Low City Council reconvened into Open Session at 7:55 p.m.

COUNCILMAN HATCH MOVED TO APPROVE THE SAME 2% INCREASE FOR THE CITY ATTORNEY AS RECEIVED BY OTHER CITY EMPLOYEES, RETROACTIVE TO THE FIRST PAY PERIOD OF FISCAL YEAR 2018-19; SECONDED BY COUNCILMAN CRITTENDEN; PASSED 4 TO 0 WITH MAYOR SEYMORE, AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KELLEY VOTING IN FAVOR.

A. Consideration of Approval of the Minutes of the Executive Sessions of the Show Low City Council Held on January 15, March 5 (at 5:30 p.m.), and March 5 (at 7:00 p.m.), 2019.

COUNCILMAN CRITTENDEN MOVED TO APPROVE THE MINUTES OF THE EXECUTIVE SESSIONS HELD JANUARY 15 AND MARCH 5 (5:30 AND 7:00 P.M.), 2019; SECONDED BY COUNCILMAN HATCH; PASSED 4 TO 0 WITH MAYOR SEYMORE AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KELLEY VOTING IN FAVOR.

12. **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 MARCH 19, 2019 AT 7:56 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 March 19, 2019. 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