

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, MAY 7, 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, Vice Mayor Allsop, Councilman Hatch, Councilman Crittenden, Councilman Leech, Councilwoman Kakavas, and Councilman Kelley.

**COUNCIL MEMBERS ABSENT:** None.

**STAFF MEMBERS PRESENT:** Ed Muder, City Manager; F. Morgan Brown, City Attorney; Justin Johnson, Administrative Services Director; Bill Kopp, Public Works Director; Justen Tregaskes, Planning and Zoning Director; Thomas Bahr, Airport Manager; Brad Provost, Police Commander; Rachael Hall, Assistant City Clerk; and Tamra Reidhead, City Clerk.

**GUESTS:** James Applegate, Laura Singleton, Gary Martinson, Kent Schipper, Carla VanDine, Bonita Texeira, and others.

3. Invocation.

Councilman Crittenden gave the invocation.

4. Pledge of Allegiance.

Vice Mayor 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.

Kent Schipper, 160 South 5th Place, thanked the Council and the City for Project Clean Sweep, which benefited Show Low's property owners. He also asked for information about the City's policy for new homebuilders regarding when they would have to begin paying for water, sewer, and refuse services. They received a utility bill from the City for their home that was under construction, but they would not begin using the sewer or refuse service until the home was completed in approximately seven months. Mayor Seymore said staff would contact them to discuss the City's utility policy.

6. **SPECIAL EVENTS:**

- A. Presentation of Certificates of Appreciation to Outgoing Members of City Committees.

Mayor Seymore said the City wanted to recognize outgoing committee members Stephen Hair and Robert Hephner, who served on the Board of Adjustments; Doug Ward, who served on the Parks and Recreation Advisory Committee; and Stephen Aeschlimann, who served on the Aviation Advisory Committee. Since they were not in attendance at tonight's meeting, staff would contact them to make sure they received their certificates of appreciation.

7. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming Full Support of and Participation in **Census 2020**.
- B. Consideration of Commercial Hangar Lease and Operating Agreement with Aero Products Component Services, Inc. at Show Low Regional Airport. (Thomas Bahr)
- C. Consideration of Approval of Sublease Agreement Between Guardian Flight, LLC and Rim Country Holdings, LLC and Approval of Commercial Operating Agreement with Guardian Flight LLC to Operate at Show Low Regional Airport. (Thomas Bahr)
- D. Consideration of Lease Agreement for Property Located at 280 East Deuce of Clubs. (Morgan Brown)
- E. Consideration of Agreement for Mutual Use of Facilities between City of Show Low and Summit Healthcare Association. (Bill Kopp)
- F. Consideration of Acceptance of Bison Golf Villas. (Justen Tregaskes)
- G. Consideration of Minutes of Show Low City Council meetings:

(1) Regular Meeting of April 16, 2019.

Vice Mayor Allsop asked for Item 7-F (acceptance of Bison Golf Villas) to be pulled from the Consent Calendar for clarification.

**COUNCILMAN LEECH MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED EXCEPT FOR ITEM 7-F (ACCEPTANCE OF BISON GOLF VILLAS); SECONDED BY VICE MAYOR ALLSOP; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.**

Discussion turned to Item 7-F (acceptance of Bison Golf Villas). Vice Mayor Allsop asked for clarification regarding this item. Mr. Tregaskes said the Bison Golf Villas subdivision had been under development for a while. In 2017, the developer replatted the subdivision and removed one building comprised of two units. At that time, the Council added a condition regarding installing curbing along North 36th Drive. The developer was now asking for latitude regarding completing the wall along Old Linden Road prior to issuance of a certificate of occupancy for units one and two to help facilitate construction of those units. Currently, a section of the wall was not complete, and the developer was concerned that as construction began on the wall there could be potential to damage the wall with construction equipment. The developer was requesting that he not be required to complete that portion along Old Linden Road until the adjacent building was built. A certificate of occupancy would not be given until the wall along Old Linden Road was complete.

Mr. Tregaskes said the developer was also requesting to delay construction of the wall along the northern property line and that no building permit for units seven and eight and/or units nine and ten would be issued until the wall was complete.

Mr. Tregaskes understood that there was a contract on at least one of the buildings, which meant the wall on the northern property line would be built fairly quickly.

Mayor Seymore asked if the wall would be a block wall. Mr. Tregaskes said yes, the wall on the north was required to be of similar composition and materials as the existing wall along Old Linden Road.

Vice Mayor Allsop felt there were safety issues when accessing the property from Old Linden Road and asked if the City was giving permission to access the property from Old Linden Road. Mr. Tregaskes said the primary concern was the potential of damaging the wall along Old

Linden Road. There could be times when construction equipment would need to enter or exit the property off of Old Linden Road from a practical standpoint.

Councilman Leech asked if the City was proposing to accept the subdivision with a two-year warranty for every building. Mr. Tregaskes said the warranty was initiated on the public infrastructure. The majority of public infrastructure was already in place, but a small portion of the waterline that ran through the property had to be rerouted around a corner of the building to facilitate construction. The warranty was for that portion of the waterline.

Councilwoman Kakavas asked about access to the property. Mr. Tregaskes said access to the property would be off of 36th Drive. There would be no access off of Old Linden Road except for temporary construction access.

**COUNCILMAN CRITTENDEN MOVED TO ACCEPT BISON GOLF VILLAS AND INITIATE THE TWO-YEAR WARRANTY FOR ALL PUBLIC INFRASTRUCTURE; SECONDED BY COUNCILMAN KELLEY; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.**

8. **NEW BUSINESS:**

- A. Consideration of Application Submitted by James Applegate on Behalf of Show Low Chamber of Commerce for Special Event Liquor License for the 16th Annual Show Low Days on June 7, 8, and 9, 2019 at Frontier Fields. (Tamra Reidhead)

Ms. Reidhead said James Applegate, representing the Show Low Chamber of Commerce, submitted an application for a special event liquor license for the 16th annual Show Low Days at Frontier Fields, scheduled for June 7, 8 and 9, 2019. The license would allow the Show Low Chamber of Commerce to sell alcohol during the event.

Ms. Reidhead said there was an existing six-foot chain-link fence surrounding Frontier Fields where the alcohol would be sold and consumed. The Chamber would institute a “one beer per purchase” policy as recommended by the police department and post signage stating the same. This would minimize the possibility of purchasing alcohol for others.

Ms. Reidhead said one entrance/exit gate would be open for participants to enter and leave the area and would be manned by at least two and up to four 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 northwest corner of Frontier Fields would house the kids' zone and no alcohol would be allowed in that area.

Ms. Reidhead 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.

Mayor Seymore admonished Mr. Applegate to beware of over-consumption like had happened at last year's event. Mr. Applegate said they would and that was why the new policy was being instituted this year.

**COUNCILMAN CRITTENDEN MOVED TO APPROVE THE APPLICATION SUBMITTED BY JAMES APPLIGATE FOR A SPECIAL EVENT LIQUOR LICENSE FOR THE 16TH ANNUAL SHOW LOW DAYS ON JUNE 7, 8 AND 9, AT FRONTIER FIELDS, SHOW LOW, ARIZONA; SECONDED BY VICE MAYOR ALLSOP; PASSED 6 TO 1 WITH VICE MAYOR ALLSOP AND COUNCIL MEMBERS CRITTENDEN, HATCH, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR AND MAYOR SEYMORE CASTING THE DISSENTING VOTE.**

- B. Consideration of Approval of Contract Change Order No. 2 Increasing Construction Costs for Show Low Regional Airport Runway 06/24 Rehabilitation Project. (Thomas Bahr)

Mr. Bahr said on June 5, 2018, the City Council authorized the Mayor to sign the grant to fund the runway 06/24 rehabilitation project in an amount not to exceed \$2,036,955.35. Soon after construction began, the contractor encountered unforeseen conditions that resulted in an additional cost of \$150,878.09 for the project in change order no. 1. The Council approved change order no. 1 at the February 19 Council meeting. An additional \$91,260 cost related to the changed conditions was submitted at a later date for a second change order. The second change order had to be reviewed and approved separately from change order no. 1 by the Federal Aviation Administration (FAA). FAA staff had now approved change order no. 2 and would pay 95% of the approved total amount of \$91,260.

Mr. Bahr said subsequent to the Council approving change order no. 1, the Arizona Department of Transportation (ADOT) agreed to pay a portion of change order no. 1 in the amount of \$2,315.50. With the additional funding from ADOT, the City's share for change order no. 1 was reduced from \$7,543.90 to \$5,228.40. The City's 5% share for change order no. 2 was \$4,563, bringing the City's portion for both change orders to \$9,791.40, for a total project cost to the City of \$60,715.28. The total cost to the City for this project was still significantly under the original budget amount of \$93,125.

Mr. Bahr said staff recommended the Council approve Contract Change Order No. 2 for additional construction costs for the runway 06/24 rehabilitation project at the Show Low Regional Airport in an amount not to exceed \$91,260 with the City's cost share for change order no. 2 not to exceed \$4,563.

Councilwoman Kakavas asked when the project would be completed. Mr. Bahr said the project was roughly finished and the runway open. There was some ongoing discussion regarding some of the paint markings done on the runway that weren't to FAA specifications.

**COUNCILWOMAN KAKAVAS MOVED TO APPROVE CONTRACT CHANGE ORDER NO. 2 TO INCREASE THE CONSTRUCTION COSTS FOR THE SHOW LOW REGIONAL AIRPORT RUNWAY 06/24 REHABILITATION PROJECT FROM \$2,187,833.44 TO \$2,279,093.44 WITH THE CITY'S SHARE OF THIS COST NOT TO EXCEED \$4,563; SECONDED BY COUNCILMAN LEECH; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.**

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Leech thanked those who attended the City's 66th anniversary celebration and 7th annual BBQ Throwdown. He thanked City staff who did an amazing job coordinating the event and heard compliments all weekend from the participants. Next year's event would also be held the first weekend in May.

Councilwoman Kakavas said she attended the Teen Court graduation last night along with Councilman Crittenden and Mr. Muder. It was gratifying to see the growth of the youth in this community and the work put forth by community leaders. She appreciated Judge Shirley Patterson for the time

she spent on Teen Court, which prevented a lot of youth from going astray.

Vice Mayor Allsop said he attended a Meals on Wheels meeting and thanked the sponsors and those who donated to the program. He also attended a Main Street board meeting. Main Street was preparing to beautify the corner of 9th Street and the Deuce of Clubs in the next few months. He attended the White Mountain SAFE House banquet where money was raised to help battered women.

B. Mayor

Mayor Seymore recognized City Clerk Tamra Reidhead and Assistant City Clerk Rachael Hall and said this week was the 50th anniversary of Municipal Clerks Week. He thanked them for their service to the City.

Mayor Seymore thanked those who helped during the MLK Day of Service. The volunteers worked at the high school campus doing some painting and landscaping.

C. City Manager

Mr. Muder said the 21st annual Project Clean Sweep kicked off mid-May and ran into June. Show Low residents could dump green waste for free for two weeks at Dirty Deeds Green Waste beginning Monday through Saturday, May 13 to May 18, and again from May 20 to May 25. Bulky item pickup was from Monday, June 3, until Friday, June 7. Citizens could haul debris for free to the Lone Pine Transfer Station from Monday, June 3, through Saturday, June 8. A flyer with more information was distributed with the recent utility billing and extra flyers were available at city hall, library, and aquatic center.

Mr. Muder said registration was open until May 15 for the men's Memorial Day softball tournament, which would be held Saturday, May 25, and Monday, May 27 at the Senior and Ponderosa Fields in Show Low and Woodland Lake fields in Pinetop-Lakeside.

Mr. Muder said in public works projects, there were several sewer main and waterline projects going on around the City. The sewer main extension project on the west side of White Mountain Road from Fawn Brook Drive to Park Pineway Plaza would be finalized in the next couple of weeks. He thanked everyone for their patience as improvements were made around the City.

Councilman Leech encouraged everyone to take advantage of the City's free program, Project Clean Sweep, to clean their property.

10. **SCHEDULING OF MEETINGS:**

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

Mayor Seymore reminded everyone of the joint meeting with the Pinetop-Lakeside Town Council tomorrow at 6:00 p.m. at Pinetop-Lakeside Town Hall.

11. **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 MAY 7, 2019 AT 7:31 P.M.**

ATTEST:

APPROVED:

\_\_\_\_\_  
Tamra Reidhead, City Clerk

\_\_\_\_\_  
Daryl Seymore, Mayor

T:\docs\cc050719

**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 2, 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