

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, JULY 16, 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; Shane Hemesath, City Engineer; Rick Austin, Public Works Operations Manager, Brad Provost, Police Commander; Steve North, Business Development Coordinator; Tom Bahr, Airport Manager; Rachael Hall, Assistant City Clerk; and Tamra Reidhead, City Clerk.

GUESTS: Laura Singleton, Amber Shepard, Jeannett Pena, Robert Turnwall, Steve Williams, Conrad Loney, Adria Acosta, and others.

3. Invocation.

Councilman Hatch gave the invocation

4. Pledge of Allegiance.

Councilman Crittenden 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 NOT** scheduled on this agenda 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.

Navajo County Board of Supervisor Chairman Steve Williams said the county had placed Proposition 421 on the August 27 ballot to approve a jail district. Early ballots would be mailed out beginning July 31. Voters would vote yes or no

on creation of a jail district, which was a secondary taxing district. Over the last few years, the county had been trimming its budget and expenditures. The Navajo Generating station had recently announced that it would close by the end of 2019 and the Cholla Power Plant would close a couple years after that. These closures would result in a \$2.5 million revenue loss to the county, which had already cut \$2.5 million from its budget and eliminated some programs in their entirety. Currently, the county had 85 employees doing the same thing that 100 employees did in 2008. With a \$2.5 million revenue loss, the county would have to reduce the number of employees to around 60 or 65.

Mr. Williams said if the jail district passed, it would create a secondary taxing district with a 1/3 cent sales tax. The tax would not be tied to property but would strictly be a sales tax, meaning that even those who visited the area and spent money here would contribute to the tax. On a \$3 cup of coffee, the tax would be 1 cent.

Mr. Williams said his goal tonight was to make sure people understood what they were voting for and provide them with information. If the jail district was approved, by law all of the tax monies raised were required to be used for maintaining the jail, not to build a new jail. The \$2.5 million that the tax would bring in for maintaining the jail would free up that much money to be distributed among county departments. If there was no revenue replacement, every department would be impacted. He didn't like the thought of a new tax but it was necessary to maintain the level of service the county was currently providing.

6. **CONSENT CALENDAR:**

- A. Consideration of Approval of Declaration of Surplus Property for July 2019 Auction. (Rick Austin)
- B. Consideration of Award of Purchase of Street Sweeper. (Rick Austin)
- C. Consideration of Award of Purchase of Crack Seal Machine. (Rick Austin)
- D. Consideration of Award of Purchase of Asphalt Paving Machine. (Rick Austin)
- E. Consideration of Award of Purchase of Sewer Camera. (Rick Austin)
- F. Consideration of Adoption of Resolution No. R2019-24 Designating the Chief Fiscal Officer for City of Show Low and Authorization to Submit the Current Fiscal Year's Annual Expenditure Limitation Report. (Justin Johnson)
- G. Consideration of Resolution No. R2019-25 Adopting Uniform Guidance Policies and Procedures for Federal Grants/Awards. (Justin Johnson)

- H. Consideration of Resolution No. R2019-21 Approving an Amendment to Intergovernmental Agreement with Navajo County for Magistrate Court Clerk Employment. (Morgan Brown)
- I. Consideration of Resolution No. R2019-22 Approving an Amendment to Intergovernmental Agreement with Navajo County for Court Collections and Criminal Justice Services. (Morgan Brown)
- J. Consideration of Minutes of Show Low City Council meetings:
 - (1) Study Session of June 18, 2019
 - (2) Regular Meeting of June 18, 2019.

COUNCILMAN LEECH MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN CRITTENDEN; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.

7. **NEW BUSINESS:**

- A. Consideration of Application Submitted by Robert Gary Turnwall for Special Event Liquor License for Battle of the Bands and Food Vans at Frontier Fields. (Tamra Reidhead)

Ms. Reidhead said Robert Gary Turnwall, representing Show Low Main Street, submitted an application for a special event liquor license for the Battle of the Bands and Food Vans at Frontier Fields, scheduled for August 31. This event was sponsored by Show Low Main Street and would start at 12:00 p.m. and end by 10:00 p.m. Proceeds from the event would benefit Show Low Main Street and their projects to beautify downtown Show Low.

Ms. Reidhead said the license would allow Show Low Main Street to sell beer and wine during the event. Participants would enter and leave Frontier Fields through one entrance. An existing six-foot chain-link fence surrounded the entire area.

Ms. Reidhead said the alcohol would be sold in a “beer garden” with the application and participants would be allowed to consume the alcohol throughout the fields. However, participants would be strictly prohibited from entering the designated “bounce house” for kids, which would be surrounded by temporary fencing, posted with “no alcohol” signs, and access monitored by security personnel stationed at the entrance. Additional security personnel would be stationed at the main Frontier Fields entrance/exit and at the entrance/exit to the beer garden. In addition, they would patrol and monitor the fields to ensure no alcohol was

brought in or left the premises and that there was no underage consumption. Security would be provided by the Arizona Rangers.

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.

Vice Mayor Allsop said last year's event had a great turnout and he looked forward to another good event.

VICE MAYOR ALLSOP MOVED TO APPROVE THE APPLICATION SUBMITTED BY ROBERT GARY TURNWALL FOR A SPECIAL EVENT LIQUOR LICENSE FOR THE BATTLE OF THE BANDS & FOOD VANS ON AUGUST 31 AT FRONTIER FIELDS; SECONDED BY COUNCILMAN CRITTENDEN.

Mayor Seymore said if those purchasing alcohol could carry and consume it throughout the entire field, he didn't understand what effect fencing off the bounce house would have.

MOTION 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 Award of Professional Services Contract for Airport Consulting Services. (Thomas Bahr)

Mr. Bahr said in February 2019, a request for qualifications was published to solicit Statements of Qualifications from airport consulting firms. The airport consultant was hired to provide operations, engineering design, and airport construction management per Federal Aviation Administration (FAA) and Arizona Department of Transportation (ADOT) standards. The selection process followed the processes outlined by FAA and Arizona Revised Statutes Title 34.

Mr. Bahr said four Statements of Qualifications were received and a selection committee individually reviewed and rated them. Of the four, three firms were selected for interviews. As a result of the interviews, Armstrong Consultants, Inc. was selected as the number one firm. After negotiations and subsequent approvals by FAA, City staff was prepared to present the professional services contract to the City Council for approval.

Mr. Bahr said staff recommended awarding the professional services contract for airport consulting services to Armstrong Consultants Inc.

COUNCILMAN CRITTENDEN MOVED TO AWARD A PROFESSIONAL SERVICES CONTRACT FOR AIRPORT CONSULTING SERVICES TO ARMSTRONG CONSULTANTS INC. AS SPECIFIED IN THE ATTACHED CITY OF SHOW LOW CONTRACT FOR PROFESSIONAL SERVICES; 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.

- C. Consideration of Acceptance of Task Order A Provided by Professional Services Contract with Armstrong Consultants, Inc. for South Apron Reconstruction Design. (Thomas Bahr)

Mr. Bahr said in February 2019, a request for qualifications was published to solicit statements of qualifications (SOQs) from airport consulting firms to provide operations, engineering design, and airport construction management per Federal Aviation Administration (FAA) and ADOT standards. The selection process followed the procedures outlined by the FAA and Arizona Revised Statutes Title 34. Four SOQs were received and three firms were interviewed. Armstrong Consultants, Inc. was selected as the number one firm.

Mr. Bahr said the City had a one-year on-call agreement with yearly extensions up to five years with Armstrong Consultants, which included the south apron reconstruction project. The south apron and adjoining Taxiway B were in failed condition. The project was supported by the FAA at 95% or \$122,240 of the total project cost (estimated at \$128,674) and ADOT and the City would each pay 2.5% or \$3,217 of the project cost.

Mr. Bahr said staff recommended approving Task Order A with Armstrong Consultants, Inc. in an amount not to exceed \$128,674, with the City's cost share not to exceed \$3,217 for the south apron reconstruction design at the Show Low Regional Airport.

COUNCILMAN CRITTENDEN MOVED TO APPROVE TASK ORDER A, AS PART OF THE PROFESSIONAL SERVICES CONTRACT WITH ARMSTRONG CONSULTANTS, INC., IN AN AMOUNT NOT TO EXCEED \$128,674, WITH THE CITY'S COST SHARE NOT TO EXCEED \$3,217 FOR THE SOUTH APRON RECONSTRUCTION DESIGN AT SHOW LOW REGIONAL AIRPORT; SECONDED BY COUNCILMAN HATCH; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.

- D. Consideration of Award of Construction Contract for SR260 and Evergreen Turn Lane, City of Show Low Project No. R-2319. (Shane Hemesath)

Mr. Hemesath said at its February 5, 2019 meeting, the City Council entered into a development agreement with Steve Chlupsa of NE AZ SL Investment Company, LLC, the current developer of the Culvers Restaurant project. As a condition of the approved conditional use permit (CUP) with the Planning and Zoning Commission, the contractor was to construct a right-turn lane off Evergreen Lane onto SR260 (White Mountain Road) if required by the ADOT or the City.

Mr. Hemesath said after a meeting with Mr. Chlupsa, City staff, and ADOT representatives, the group determined that a right-turn lane on Evergreen Lane and a deceleration lane off SR260 onto Evergreen Lane were necessary to safeguard the traveling public. These additions would allow safer access to SR260 for the residences and businesses located off of Evergreen Lane, a City street. The approved development agreement stated the City would construct the deceleration lane off SR260 onto Evergreen Lane since it would benefit the businesses and residences in the area, and Mr. Chlupsa would install a right-turn lane on Evergreen Lane onto SR260 as he agreed and as required by the CUP.

Mr. Hemesath said the scope of the work included installing curb, gutter, and sidewalk along with a right deceleration lane on SR260 to enter onto Evergreen Lane. The project was designed by City engineering staff, with a construction estimate of \$62,000. The project was publicly bid in accordance with statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Western Grade LLC	\$69,252.79
McCauley Construction LLC	\$80,035.00
Rawlings Specialty Contracting	\$100,285.00

Mr. Hemesath said staff recommended awarding the construction contract for the SR260 and Evergreen Lane Turn Lane, City of Show Low Project No. R-2319, to Western Grade LLC in an amount not to exceed \$69,252.79.

Councilman Leech asked if the turn lane off of Evergreen lane would be a right-turn lane only. Mr. Hemesath said there would be right- and left-turn lanes. The right-turn lane was what the contractor would add on Evergreen Lane. There would be an entrance for eastbound traffic onto Evergreen off of SR260, and there would be left-turn only and right turn only lanes coming out of Evergreen Lane.

Councilman Leech said he thought the left-turn lane coming out of Evergreen Lane would be dangerous. Mr. Hemesath said some of the trees would be removed when the right-turn lane was constructed. With the new signal at Summit Healthcare, there were more breaks in the traffic, which would make it safer to turn left.

COUNCILMAN LEECH MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR SR260 AND EVERGREEN LANE TURN LANE, CITY OF SHOW LOW PROJECT NO. R-2319, TO WESTERN GRADE LLC IN AN AMOUNT NOT TO EXCEED \$69,252.79; SECONDED BY COUNCILWOMAN KAKAVAS; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.

- E. Consideration of Resolution No. R2019-23 Establishing Street Light Improvement District Secondary Property Tax Levy for Fiscal Year 2020 at \$235,000. (Justin Johnson)

Mr. Johnson said on June 18, 2019 the Mayor and Council held a public hearing on the fiscal year 2020 final budget and the secondary tax levy contained in this action. Property taxes collected within the Street Light Improvement District were used to pay utility costs of the street and park lights within the district.

Mr. Johnson said based on current assessed valuations, the proposed tax levy of \$235,000 would remain unchanged at \$0.1401 per \$100 of assessed valuation. At this rate a home with an assessed value of \$150,000 would pay \$17.86 annually.

Mr. Johnson said staff recommended adopting Resolution No. R2019-23 establishing the Street Light Improvement District secondary property tax levy for fiscal year 2020 at \$235,000.

Mayor Seymore asked how much of an increase the property tax levy was compared to the previous year. Mr. Johnson said this year was the fourth year it remained at \$0.1401 per \$100 of assessed valuation.

COUNCILWOMAN KAKAVAS MOVED TO ADOPT RESOLUTION NO. R2019-23 ESTABLISHING THE STREET LIGHT IMPROVEMENT DISTRICT SECONDARY PROPERTY TAX LEVY FOR FISCAL YEAR 2020 AT \$235,000; SECONDED BY COUNCILMAN HATCH; PASSED 7 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.

8. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Vice Mayor Allsop said this year's Battle of the Bands and Food Vans had about 12 bands registered to participate and from 15 to 20 food vans. The event would include food, music, vendors, and outdoor games. He said he attended a Meals on Wheels (MOW) meeting. The Senior Center was planning a local artist emporium on August 2 and 3 as well as a craft fair. For the month of July, Cattleman's Steakhouse adopted a charity, which was MOW. For anyone who paid cash for their meals during July, the restaurant would donate 5% of that cash value to MOW.

B. Mayor

No report.

C. City Manager

Mr. Muder said this Saturday was the White Mountain Communities Annual Firewise Block Party at Blue Ridge Elementary School. This family event would include information on suitable plants in a forested environment, creating defensible space, insects and diseases common to the White Mountains, evacuation preparedness, plus food and kids' activities.

Mr. Muder said also this Saturday, the library was hosting a NASA @MyLibrary event to celebrate the 50th anniversary of the moon landing with activities for the whole family to enjoy. Telescopes would be available that evening to view the moon in the night sky.

Mr. Muder said recreation staff was accepting registrations through July 31 for the Tri in the Pines, which included a 625-yard swim, 12.3-mile bike ride, and 3.5-mile run. The Tri was open to ages 15 and older for \$65 per individual. Youth ages 5 to 14 could participate in the Youth Tri for \$45 per person.

Mr. Muder said in public works projects, work on the East McNeil waterline was wrapping up, work continued on the West Reidhead waterline project, and slurry sealing of a number of our streets was underway. Work on the Fairway Park, phase IV, waterline improvements would begin next Monday.

Mr. Muder said the Lakeside Ranger District was conducting a prescribed burn within the Morgan Tank Unit, west of Show Low about one mile south of SR260 and 1/2 mile west of Bison Ridge and Torreon developments. This prescribed burn would start tomorrow and continue through July 27 or until the project was complete and as weather conditions allowed. Smoke

would be visible in the local area from SR260 and US60 in Show Low, Pinedale, Linden, and Pinetop-Lakeside.

9. **SCHEDULING OF MEETINGS:**

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

Mr. Muder said the regular August 20 Council meeting needed to be rescheduled to August 19 because a majority of the Council would be attending the League of Arizona Cities and Towns annual conference in Tucson that week. The Council's consensus was to start the meeting at 6:00 p.m. on Monday, August 19. Mr. Muder said the meeting would be broadcast live and rebroadcast at its normal time on Tuesday, August 20, at 7:00 p.m.

10. **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 JULY 16, 2019 AT 7:31 P.M.**

ATTEST:

APPROVED:

Tamra Reidhead, City Clerk

Daryl Seymore, 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 July 16, 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