

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, OCTOBER 15, 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 Crittenden, Councilman Leech, Councilwoman Kakavas, and Councilman Kelley.

COUNCIL MEMBERS ABSENT: Councilman Hatch.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; F. Morgan Brown, City Attorney; Justin Johnson, Deputy City Manager; Bill Kopp, Public Works Director; Joe Shelley, Police Chief; and Tamra Reidhead, City Clerk.

GUESTS: Jimmie Applegate, Steve Heckathorne, Steve Williams, Becky Clark, Kurt Fernau, Julia Edens, and others.

3. Invocation.

Councilman Kelley gave the invocation.

4. Pledge of Allegiance.

Councilman Crittenden led the Council and audience in the pledge of allegiance.

Mayor Seymore offered condolences to Vice Mayor Allsop and his wife Debbie on the recent passing of her mother.

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.

None.

The Consent Calendar was moved to this point in the meeting.

7. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming November 10 through 16, 2019, as **COMMUNITY FAST OF COMPASSION FOR THOSE IN NEED WEEK** in the City of Show Low.
- B. Proclamation by the Mayor Proclaiming October 20 through 26, 2019, as **ARIZONA CITIES AND TOWNS WEEK** in the City of Show Low.
- C. Proclamation by the Mayor Proclaiming October 2019 as **DOMESTIC VIOLENCE AWARENESS MONTH** in the City of Show Low.
- D. Proclamation by the Mayor Proclaiming October 2019 as **SUBSTANCE ABUSE PREVENTION MONTH** in the City of Show low.
- E. Consideration of Resolution No. R2019-29 Authorizing Intergovernmental Agreement with White Mountain Apache Tribe for Law Enforcement. (Joe Shelley)
- F. Consideration of Acceptance of Grant Funds from Rural Activation and Innovation Network and Authorization of Associated Budget Transfers. (Lisa Lewis)
- G. Consideration of Minutes of Show Low City Council meetings:
 - (1) Regular Meeting of September 17, 2019.

VICE MAYOR ALLSOP MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILWOMAN KAKAVAS.

Councilman Kelley asked for further explanation on Item 7-E (intergovernmental agreement with White Mountain Apache Tribe).

Chief Shelley said the reason for the intergovernmental agreement (IGA) was to authorize law enforcement and mutual aid between the White Mountain Apache Tribe and the City of Show Low. The legalities of working on the Reservation were a little different than working here in the City. This IGA would provide for enforcing criminal and traffic laws of the Tribe and the City, among other things.

MOTION PASSED 6 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.

Mayor Seymore read the Community Fast proclamation aloud and presented it to President Steve Williams, Pastor Stephen Heckathorne, and Principal Becky Clark.

President Williams said this was seventh annual Community Fast. The first year of the fast, \$9,000 was raised. Last year, the amount raised was more than \$20,000. People were invited to pick any day during the week of November 10 to 16, fast for one or two meals, and donate the money that would have been spent on those meals to the fund. That money would be used to pay heating bills or buy groceries for families in need or perhaps to purchase modest gifts for children. Donations would be accepted at any of the four banks in Show Low.

President Williams said the community fast celebration would be held Sunday, November 24, at 6:00 p.m. at the Show Low School District auditorium. It would be a great community event, and he invited the Council members to attend.

Pastor Tom Heckathorne thanked the Mayor and Council for supporting the community fast fundraising event. He was proud to live in a city that promoted one of the greatest human qualities—compassion. The fast of compassion was not an ecumenical movement, but it highlighted one thing churches had in common, which was compassion. He invited each Council member to participate in the fast, if possible, and attend the community celebration on November 24.

Councilman Crittenden asked if the community celebration was on November 17 or 24. Pastor Heckathorne confirmed the date was November 24. Mr. Muder said the date had been changed after the Council packets had been sent out with the date of November 17.

Mayor Seymore read the Arizona Cities and Towns Week proclamation aloud. A short video clip about services provided by cities and towns in Arizona, produced by the League of Arizona Cities and Towns, was shown. He thanked City personnel for all they did to keep everything working smoothly.

Discussion turned to Special Events.

6. **SPECIAL EVENTS:**

A. Presentation of Semiannual Report by Show Low Chamber of Commerce.

Jimmie Applegate, Show Low Chamber of Commerce Executive Director, reviewed the quarterly highlights from the Tourist Information Center (TIC) and the Chamber. He reviewed the Chamber's membership report, which showed the number of new members and memberships that were dropped. The visitor counts for the quarter showed that August was a good month compared to last year. A pie graph showed visitor counts by location, which were 22% local, 44% from instate, 30% from out of state, and a few foreign visitors.

Mr. Applegate said the Chamber, along with the Tourist Information Center, was working on a new initiative called the Key 3 marketing campaign. Each month three events taking place in the City would be promoted at local hotels and restaurants using a kiosk made out of logs. They were currently in phase 1 of implementing this campaign by visiting with hotel and restaurant employees to show them what the program was about and how it would work. The list of events on the kiosks would change monthly and would serve as a conversation opener to visitors and residents so they could be made aware of local events.

Mr. Applegate said the list on each kiosk would include a QR code that people could scan with their phones and then be directed to the Chamber's website to learn more about the three events being promoted.

Mayor Seymore said he appreciated the efforts being made and the direction the Chamber was going with this new marketing campaign. He hoped the changes would help drive tourism to the Show Low area.

B. Presentation of Snow Management Plan. (Rick Austin/Ryan Hall)

Mr. Kopp presented the 2019-20 snow management plan, along with Ryan Hall, Streets Supervisor. Mr. Kopp said the City was divided into 14 snow plow routes for which 28 operators were responsible. The main equipment used for snow removal included four ten-wheel trucks, two six-wheel trucks, three loaders with plows, and several pickup trucks.

Mr. Kopp said in conjunction with the streets operations, the parks and facilities maintenance team would begin cleaning sidewalks and parking lots at all City-owned building, including the bus barn, aquatics center, senior center, police department, city hall, library, museum, cemetery parks, park trails, and the streetscape on the Deuce of Clubs. The main equipment used to clean these parking lots and sidewalks were four pickup trucks, two side-by-sides with plows, two tractors equipped with front loaders, and several snow shovels.

Mr. Kopp said during a snow event, Mr. Austin, Mr. Hall, and Mr. Mariscal would assess the need for any equipment to be deployed for snow removal or deicing operations.

Mr. Kopp said snow removal was classified into four levels of response from level 1 at a half-inch inch of snow to level 3 for three or more inches. Level 4 was reserved for a severe event that included hauling off snow to a predesignated area.

Mr. Kopp said Mr. Austin, Mr. Hall, and Matt Armijo, Wastewater Collections Supervisor, were responsible for coordinating removal operations upon callout by Mr. Austin or the police department.

Mr. Kopp said Mr. Hall supervised shift A and Matt Armijo, wastewater collections supervisor, supervised shift B. Snow operations would continue until all streets were open and passable.

Mr. Kopp said function in the snow plan was removing snow berms for the elderly and disabled citizens of Show Low. The City would return to the approved locations for snow berm removal when a resident had submitted a snow berm removal form with a doctor's statement that the applicant was physically unable to remove snow.

Mr. Kopp said during snow events, airport staff would perform braking action tests at the airport to determine whether to remove snow or leave it in place to yield the best braking action.

Mr. Kopp said the City's policy allowed residents to place their mailboxes in the City's right-of-way with proper permitting and by following specific directions regarding what could be installed. If snow plows damaged a mailbox, the resident had the option to make a claim, have the City replace the mailbox, or repair it themselves and submit receipts to the City. Staff would verify whether the damage was due to plow operations. If the City was responsible, reimbursement of up to \$100 or the value of the box could be obtained by the resident.

Mr. Kopp said there was no parking allowed on city streets during snow removal events. Parked vehicles impeded the safe passing of snow plowing equipment. If staff was unable to contact a vehicle owner, the vehicle might be subject to towing and ticketing.

8. **NEW BUSINESS:**

A. Consideration of Award of Contract Amendment for Supervisory Control and Data Acquisition (SCADA) Control System, Phase 3. (Bill Kopp)

Mr. Kopp said the approved fiscal year 2020 budget included funding for Phase 3 of the Supervisory Control and Data Acquisition (SCADA) system for the City's water system. The City owned and operated an extensive potable water distribution system of wells, storage reservoirs, and booster pump stations that provided drinking water and fire protection to the residents of the City and surrounding areas. Technological advances required upgrading the system to consolidate and standardize electrical, control, instrumentation, and communication systems into a common, modern, and reliable control platform.

Mr. Kopp said in December 2017, staff prepared a request for qualifications and received responses from five interested companies. After the selection committee reviewed the statements of qualifications, PACE Advanced Water Engineering was determined to be the highest-ranked firm. PACE was the design firm that worked on the City's wastewater treatment plant upgrades. PACE demonstrated a complete understanding of the existing SCADA system and believed in using as much of the existing system as possible.

Mr. Kopp said because of the extent of the upgrades, this project was programmed to be completed in phases over five years. The City Council approved phase 2 of the project at its September, 2018, meeting. Phase 2 was nearing completion, and staff intended to move immediately into phase 3 to maintain continuity.

Mr. Kopp said the scope of phase 3 included continuing hardware upgrades by installing and configuring 20 new high-speed Ethernet radios at all well sites and at the public works building. This phase also included supply, configuration, programming and commissioning of a new SCADA server hardware and software licensing for five client connections to the server, software installation and configuration of three City-supplied laptops for remote connection to new SCADA system. New graphical displays and control menu screens would be developed and installed on the new SCADA system. Future phases of the work would be presented to the Council for approval as contract amendments.

Mr. Kopp said staff recommended approving the contract amendment for the SCADA control system, phase 3, with PACE Advanced Water Engineering in an amount not to exceed \$130,000.

Mayor Seymore asked if phases 4 and 5 would cost about the same as phase 3. Mr. Kopp said the cost ranged from \$130,000 to \$180,000 per

phase. He was unsure what the exact cost would be for phases 4 and 5, but he knew it was close to \$300,000 for the final two phases of the project.

Mayor Seymore asked why phases 4 and 5 were needed. Mr. Kopp said this project would have ideally been a single project in a single phase. Because of budgeting constraints, staff didn't want to undertake such a large project in one year. PACE prioritized the improvements to make the system workable as early as possible. Many components were currently working. The last couple phases mostly concerned off-site controls to turn wells on and off, to increase or decrease the flow of wells, or to do blending remotely.

Councilman Leech asked if phase 1 would be outdated by the time phase 5 was completed. Mr. Kopp said staff understood that the fastest change in technology involved the radios and telecommunications. Part of phase 3 included having two locations with cell phones instead of radios. In the future, cell phones or other technology would probably replace the radios. PACE had presented three options to the City. The one that was selected was a hybrid. Part of the cost estimate took into account replacing radios every five years, so staff had an idea of what the costs would be in the future.

COUNCILMAN CRITTENDEN MOVED TO APPROVE THE CONTRACT AMENDMENT FOR THE SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) CONTROL SYSTEM, PHASE 3, WITH PACE ADVANCED WATER ENGINEERING IN AN AMOUNT NOT TO EXCEED \$130,000; SECONDED BY COUNCILMAN KELLEY; PASSED 6 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, KAKAVAS, KELLY, AND LEECH VOTING IN FAVOR.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilwoman Kakavas said she represented the Council at Summit Healthcare's open house on October 5. Summit had opened three new facilities, which amounted to an \$80 million investment and provided over 1,400 jobs to the White Mountain communities.

Councilman Crittenden said the White Mountain Business Owners luncheon would be held tomorrow at 11:30 a.m. at Torreon.

B. Mayor

None.

C. City Manager

Mr. Muder said City's upcoming Halloween-related events included the Trick or Treat Trail and Terror Trail on October 24 and the library's family-friendly carnival on October 25. Show Low Main Street's annual Spooktacular Festival would be held on October 26 at its new location on Frontier Fields. A free Movie in the Park, "Slender Man," would be shown at Frontier Fields on October 31.

Mr. Muder said Show Low TV recently produced a new video about the Show Low Senior Center, what it did for the community, and how citizens could get involved. The video was available on the City's Facebook page and had already received 2,700 views.

Mr. Muder said the Arizona Department of Forestry and Fire Management resumed ignition today on the second phase of the 35-acre Brownlow-Lee burn four miles northwest of Pinetop, south of the Maverick gas station on the south side of SR260. Smoke was expected to move through Billy Creek toward Show Low while this prescribed burn was underway.

Mr. Muder said drivers on US60 between Miami and Superior should expect full closures on Tuesdays and Thursdays for about eight weeks beginning the week of October 21. This project, expected to take about two years, involved constructing a new Pinto Creek Bridge and then removing the existing bridge.

Mr. Muder said in public works projects, a sidewalk improvement project was underway that included areas of East McNeil (behind Cal Ranch) and parts of South Central Avenue. Work had begun on the 24th Drive sewer main replacement project, and work continued on the Sierra Vista subdivision roadway reconstruction and Fairway Park Phase IV waterline improvements project. He thanked everyone for their patience while these important projects were completed.

10. **SCHEDULING OF MEETINGS:**

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

Mayor Seymore said the Apache and Navajo Counties Mayor and Council Members Association meeting would be held Thursday in St. Johns.

COUNCILMAN LEECH MOVED TO RECESS INTO EXECUTIVE SESSION TO DISCUSS THE TIMBER MESA FIRE AND MEDICAL DISTRICT INTERGOVERNMENTAL AGREEMENT AND REVIEW THE EXECUTIVE SESSION MINUTES OF AUGUST 19, 2019; SECONDED BY VICE MAYOR ALLSOP; PASSED 6 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, KAKAVAS, KELLEY, AND LEECH VOTING IN FAVOR.

The Show Low City Council recessed into Executive Session at 7:43 p.m.

11. **EXECUTIVE SESSION.**

A. Confidentiality Statement.

B. Discussion or consultation with the attorney or attorneys of the public body for legal advice or to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation. Pursuant to A.R.S. Sections 38-431.03(A)(3) and 38-431.03(A)(4).

(1) Timber Mesa Fire and Medical District Intergovernmental Agreement.

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 August 19, 2019.

12. **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 8:21 p.m.

A. Consideration of Approval of the Minutes of the Executive Session of the Show Low City Council Held on August 19, 2019.

COUNCILWOMAN KAKAVAS MOVED TO APPROVE THE EXECUTIVE SESSION MINUTES OF AUGUST 19, 2019; SECONDED BY VICE MAYOR ALLSOP; PASSED 6 TO 0 WITH MAYOR SEYMORE, VICE

**MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN,
KAKAVAS, KELLEY, AND LEECH VOTING IN FAVOR.**

13. **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 OCTOBER 15, 2019 AT 8:22 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 October 15, 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