

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL HELD ON TUESDAY, APRIL 3, 2018 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

Vice Mayor Hatch called the meeting to order at 7:00 p.m.

2. Roll Call.

COUNCIL MEMBERS PRESENT: Vice Mayor Hatch, Councilman Allsop, Councilman Crittenden, Councilwoman Kakavas, Councilman Kelley, and Councilman Leech.

COUNCIL MEMBERS ABSENT: Mayor Seymore.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; F. Morgan Brown, City Attorney; Bill Kopp, Public Works Director; Jay Brimhall, Community Services Director; Shane Hemesath, City Engineer; Joe Shelley, Police Chief; Justin Johnson, Administrative Services Director; Tamra Reidhead, Deputy City Clerk; and Ann Kurasaki, City Clerk.

GUESTS: Dewey Ray, Maria Garvin, Alyssa Watson, Catrina Jenkins, Kirk Webb, Glenn Kephart, Laura Singleton, and others.

3. Invocation.

Councilman Hatch gave the invocation.

4. Pledge of Allegiance.

Vice 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 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.

6. **SPECIAL EVENTS:**

A. Presentation Regarding Emergency Preparedness.

Catrina Jenkins of Navajo County and Kirk Webb of Timber Mesa Fire and Medical District spoke about emergency preparedness and the Ready, Set, Go! program.

Mr. Webb said the energy release component (ERC) indicated that conditions were dry across the Mountain and had been abnormally dry since October. Drought monitors showed severe drought conditions in Navajo and Apache counties. This year's monsoon season wasn't anticipated to begin until mid-July, so now was a good time to prepare and take the necessary steps to be fire-safe.

Ms. Jenkins said the Ready, Set, Go! campaign was a statewide initiative for all emergencies, not just fires. The first component of the campaign was to be "Ready" for emergencies by making an evacuation kit, having a communications and evacuation plan, and preparing homes and properties to protect them from fire. It was also important to sign up for Navajo County's emergency notification system called Ready Navajo County.

Mr. Webb said homes should be surrounded by a defensible space. Timber Mesa staff was willing to make home visits to provide homeowners ideas to make their homes and properties safer.

Ms. Jenkins said "Set" portion of the campaign meant being alert and paying attention to radio announcements, watching for Ready Navajo County alerts, reviewing emergency plans with the family, and packing emergency items. Another valuable tool was the 311 system, the main source for updates on any type of incident or event in the area.

Ms. Jenkins said "Go" meant evacuating when recommended. Evacuation orders were not taken lightly and involved several agencies working together to issue an evacuation call. Although it wasn't recommended, citizens who chose to stay were not allowed off their property for any reason. Navajo County would have shelters available for evacuees and accommodations for small animals and large livestock.

Councilman Leech said there had been numerous reports of unattended campfires over Easter weekend. He asked why the forests weren't closed sooner rather than later. Mr. Webb said the forests may close earlier this year than in the past, but there was a process to follow to determine when closures went into effect.

Ms. Jenkins said weekly teleconferences had begun with representatives from the U.S. Forest Service, Arizona Forestry, Navajo and Apache counties, and local law enforcement agencies. Several factors were taken into consideration when discussing closures, including upcoming, heavy-traffic events and the actual science behind the decision to implement restrictions. Hotshot crews had been brought into the area already, which was much earlier than in past years.

Mr. Webb said as of April 15, the Forest Service would staff the Springer Mountain and Timberland Acres lookout towers, which was a month earlier than normal.

7. **CONSENT CALENDAR:**

- A. Proclamation by the Mayor Proclaiming April 2018 as Fair Housing Month in the City of Show Low.
- B. Proclamation by the Mayor Proclaiming April 8 through 14, 2018 as Public Safety Telecommunicators Week in the City of Show Low.
- C. Proclamation by the Mayor Proclaiming April 2018 as Child Abuse Prevention and Awareness Month in the City of Show Low.
- D. Proclamation by the Mayor Proclaiming April 27, 2018 as Arbor Day in the City of Show Low.
- E. Consideration of Acceptance of Westwood Subdivision Sewer Line Replacement, City of Show Low Project No. S-1216. (Shane Hemesath)
- F. Consideration of Second Addendum to Noncommercial Ground Lease Assigning Lease at 3730 Corporate Way, Unit B. (Tom Bahr)
- G. Consideration of Resolution No. R2018-09 Rescinding Resolution No. R2018-06 and Approving a Revised Intergovernmental Agreement with Navajo County Community College District for Northeastern Arizona Law Enforcement Training Academy. (Brad Provost)
- H. Consideration of Minutes of Show Low City Council meetings:
 - (1) Regular Meeting of March 20, 2018.
 - (2) Joint Study Session of March 22, 2018.

COUNCILWOMAN KAKAVAS MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY COUNCILMAN CRITTENDEN; PASSED UNANIMOUSLY.

Chief Shelley read the Public Safety Telecommunicators Week proclamation aloud and presented it to dispatchers Maria Garvin and Alyssa Watson. Ms. Garvin thanked the Council for the proclamation and their support.

8. **NEW BUSINESS:**

- A. Consideration of Award of Construction Contract for West McNeil Waterline Replacement, City of Show Low Project No. W-1318. (Shane Hemesath)

Mr. Hemesath said the City's fiscal year 2018 Capital Improvements Program (CIP) budget included \$370,000 for a waterline improvement project labeled "W McNeil Fox Canyon to DOC." This project consisted of replacing approximately 3,200 linear feet of aging and deteriorating six-inch AC (asphaltic concrete) waterline with an eight-inch PVC water main, and installing new water services and fire hydrants. Any concrete or asphalt removed during construction would be replaced. The proposed improvements were located in West McNeil from Fox Canyon to the Deuce of Clubs.

Mr. Hemesath said the project was designed by City engineering staff, with a construction estimate of \$344,000. Approvals from the Arizona Department of Environmental Quality to construct the waterlines had been obtained. The project was publicly bid in accordance with statutory requirements with the following results:

<u>Contractor</u>	<u>Total Bid</u>
Apache Underground and Excavating	\$299,615
Western Grade LLC	\$322,720
Rock Country Builders Inc.	\$387,965
Central AZ Civil Construction Co.	\$402,700
CNB Excavating	\$408,570

Mr. Hemesath said staff recommended awarding the construction contract for the West McNeil waterline replacement, City of Show Low Project No. W-1318, to Apache Underground and Excavating in an amount not to exceed \$299,615.

Councilman Leech said McNeil was a busy road and asked how long the project would take. Mr. Hemesath said the contract was for 90 days but, normally, projects didn't take as long as was stated in the contract.

Councilman Leech asked if there were power poles or trees in the area that would have to be removed. Mr. Hemesath said there were some power poles and trees along McNeil between the Deuce of Clubs and 4th Avenue

near the Arizona Department of Transportation yard, but the waterline work would be in the eastbound travel lane opposite the power poles. There would be one-way traffic or detours set up during construction.

Councilman Leech asked about widening West McNeil behind Hatch Motor Company once the waterline was complete. Mr. Hemesath said a sewer project along West McNeil was included in next year's CIP, and roadway improvements were slated for two or three years from now.

Councilman Allsop asked which side of the road the waterline would be placed. Mr. Hemesath said the work would be on the south side of the road in the eastbound lane.

COUNCILMAN CRITTENDEN MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE WEST MCNEIL WATERLINE REPLACEMENT, CITY OF SHOW LOW PROJECT NO. W-1318, TO APACHE UNDERGROUND AND EXCAVATING IN AN AMOUNT NOT TO EXCEED \$299,615; SECONDED BY COUNCILMAN LEECH; PASSED UNANIMOUSLY.

- B. Consideration of Award of Construction Contract for Pickleball Courts, City of Show Low Project No. PR-0218, and Approval of Associated Budget Transfers. (Jay Brimhall)

Mr. Brimhall said pickleball was a growing sport nationwide in all age categories, especially adults and seniors. In Show Low, there were approximately 300 players who played pickleball in the summer inside the City Campus gymnasium. The gym housed three courts, typically with four players playing on each court. At peak hours in the summer, players had to wait between 20 and 30 minutes to play a game. Given the consistent increase in the number of pickleball players over the past five years, these numbers were expected to grow.

Mr. Brimhall said to meet this increasing demand for more playing time and more courts, staff met with a contingent of Show Low's pickleball players who sought the City's assistance in building outdoor courts. Together, the group planned and developed a two-phased outdoor pickleball court construction master plan. Both phases were incorporated into the CIP. The first phase, scheduled for fiscal year 2022, consisted of constructing eight courts at the City Campus on McNeil.

Mr. Brimhall said to encourage the City to construct at least a few courts sooner than fiscal year 2022 to accommodate demand and help defray costs, the pickleball group raised nearly \$20,000 from player contributions. In response, staff reduced the scope of the project from eight courts to four (estimated to cost \$150,000) and committed to finding savings from other

projects to fund four outdoor courts. Staff identified \$133,000 in savings from the conduit installation project at Nikolaus Homestead Park, which had been budgeted for \$200,000 in the CIP but ultimately cost slightly less than \$67,000.

Mr. Brimhall said staff selected General Acrylics (an industry leader in pickleball and tennis courts, synthetic turf, and running tracks) as the contractor, who was also highly experienced in working with post-tension concrete. It was a listed vendor with the Mohave Cooperative Purchasing Network, one of the City's cooperative purchasing networks.

Mr. Brimhall said staff worked with the pickleball players and General Acrylics representatives to design the outdoor four-court facility. The project not only met current demands, but also provided an opportunity to gauge its success before future phases were funded. The savings realized from the Nikolaus Homestead Park project plus the funds raised by the pickleball players would cover construction costs. Construction was expected to take six to eight weeks. Justin Fudge from General Acrylics was available to answer questions.

Councilwoman Kakavas asked where the courts would be located and if they would interfere with the ballfields on the north end of the City Campus field. Mr. Brimhall said the courts would replace part of the ballfields on the south end.

Mr. Muder said T-ball leagues had moved to Nikolaus Homestead Park but occasionally used the fields at the City Campus for practice and would still be able to use them after the pickleball courts were built.

Councilman Leech asked if the additional 12 courts that would be built in the future would take the entire field. Mr. Brimhall said yes, the master plan had 16 courts and would cover the entire field. The first phase was on the south end of the field.

Councilman Leech asked if the pickleball players would still use the City Campus gymnasium. Mr. Brimhall said yes, the gym would still be available to them.

Councilwoman Kakavas asked if there were any pictures of the master-planned project. Mr. Brimhall said yes, but he did not have them available at tonight's meeting.

Councilman Allsop said the location of the courts might not interfere with the baseball field but would interfere with soccer practices. He supported all sports but he didn't like taking away from one sport to add another. It was already difficult for baseball and soccer teams to practice because

there weren't enough lighted fields to practice after dark. He asked about taking funds away from the Nikolaus Homestead Park lighting project to construct the pickleball courts. Mr. Brimhall explained that the conduit project (phase 1 of the lighting project) cost \$67,000, which was \$120,212 less than projected. The remaining funds were being transferred to pay for constructing four pickleball courts.

Councilman Allsop said there were no funds in the fiscal year 2018-19 budget for Nikolaus Homestead Park lighting, but there was \$200,000 in the 2017-18 budget for lighting. It appeared that the unused funds were being diverted from the lighting project to the pickleball courts.

Mr. Muder explained that in 2018, the Council approved installing conduit for the lighting at Nikolaus Homestead Park. When the CIP project was approved, the cost estimated by staff was \$200,000, but the actual cost of the conduit project was \$67,000. The 2020 CIP included funds for lighting at Nikolaus Homestead Park. Constructing the pickleball courts was not using funds intended for the lighting.

Mr. Brimhall said the City's lighting contractor quoted an amount well above \$130,000 to light both Nikolaus Homestead fields. The savings from the conduit project would not cover lighting both fields.

Mr. Muder said at last October's Council retreat, the plan for the pickleball courts was presented to the Council and included funds pickleball players raised to offset constructing the courts. The funds being transferred to the pickleball project were never intended for lighting the Nikolaus Homestead fields.

COUNCILMAN CRITTENDEN MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR FOUR PICKLEBALL COURTS, CITY OF SHOW LOW PROJECT NO. PR-0218, TO GENERAL ACRYLICS IN AN AMOUNT NOT TO EXCEED \$147,285.92 AND APPROVE THE ASSOCIATED BUDGET TRANSFERS; SECONDED BY VICE MAYOR HATCH.

Councilman Leech was concerned the City would put money into building the courts and then possibly sell that property at some point in the future. The courts' location was his main concern. Mr. Muder said the City had never discussed selling that property.

Councilman Allsop said the City had built the disc golf course in the Meadow and the racquetball courts at City Park, and they were hardly ever used. He wondered if pickleball would remain popular a few years from now. He favored moving the courts to a different location.

Councilman Kelley was impressed that the pickleball players wanted the courts enough that they contributed their own money toward the project. He felt staff had put a lot of time and consideration into the project, and he was in favor of it.

Mr. Fudge, of General Acrylics, said pickleball was the fastest-growing sport in the country among all age groups. He had worked closely with Prescott, Bisbee, and Prescott Valley where outside organizations had raised funds, collaborated with municipalities, and acquired donated sites on which to build pickleball facilities. Pickleball tournaments were huge revenue drivers for Prescott. General Acrylics used post-tension concrete that would last 50-plus years. The only required maintenance would be new paint every seven to ten years.

Councilman Leech asked if the courts could also be used to play tennis. Mr. Fudge said the dimensions of a pickleball court were 30 feet by 60 feet and a tennis court was 60 feet by 120 feet. Four pickleball courts could fit on one tennis court, but a tennis court would not fit on a pickleball court.

Councilwoman Kakavas agreed it was commendable that people contributed their own money, proving how important the sport was to them. She asked if youth sports would be displaced by building these courts. Mr. Brimhall said no, the City had invested money in Nikolaus Homestead ballfields and continued improving them. Last year was the first year that the Peewee T-ball league played at Nikolaus fields. The lights weren't in place yet, but the conduit was put in the ground this year. Most of the activities using the City Campus field on McNeil had been moved to Nikolaus Homestead fields.

Councilwoman Kakavas asked if soccer and other teams still practiced at the City Campus fields and if the dog show and community safety events would still be held there. Mr. Brimhall said he was not aware of any safety events, but a dog show was held there last year. Staff was considering moving the dog show to Nikolaus fields. All leagues were being moved to Nikolaus fields. The new sidewalks at Nikolaus Park helped alleviate the drainage problems that had been an issue when it rained.

Councilman Allsop said the issue was finding places for teams to practice. Mr. Brimhall said he had not seen the City Campus fields used since activities moved to Nikolaus fields last year.

Mr. Muder added that the City spent a lot of resources and time planning for fields. In addition to two softball fields at Nikolaus Homestead, there were very large soccer fields that were hardly ever used. He reiterated that no funds were pulled from the lighting project, but the conduit project for the lighting, which was phase 1, was 100% complete.

**MOTION PASSED 4 TO 2 WITH COUNCILMAN ALLSOP AND
COUNCILMAN LEECH CASTING THE DISSENTING VOTES.**

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Councilman Allsop said April 7 was Little League opening day, with hamburgers and hot dogs available for sale to raise money for Little League.

Councilman Leech said the City's 65th anniversary and 6th annual BBQ Throwdown would be held on May 5 at the Frontier Fields. Along with BBQ tastings for sale, there would be food vendors, a free kids' zone, games, and live music.

B. Mayor

No report.

C. City Manager

Mr. Muder said Show Low Main Street's Spring Shoppes, with 50 artists, craftspeople, and small businesses offering their wares for sale, was April 13 and 14 in the City Campus Gym.

Mr. Muder said candidate packets for a City Council seat were available by calling the city clerk's office. The necessary paperwork must be filed by May 30 for the Primary Election in August. There were three Council positions on the ballot plus a proposition to approve the updated General Plan.

Mr. Muder said recreation staff was selling tickets for Show Low Night at Chase Field on April 21, when the Arizona Diamondbacks played the San Diego Padres. Tickets in the all-you-can-eat seats were \$42 each.

Mr. Muder said the annual MLK Day of Service, when volunteers worked on a community project, was April 28. Volunteers would meet at the Old Pavilion at City Park for assignments, spend the morning working on projects, and reconvene at noon for a City-provided lunch.

Mr. Muder said in public works projects, a City contractor was extending a sewer main on the east side of White Mountain Road from Hidden Way south to Ellsworth Road, which required closing the northbound outside lane during daytime hours. The sewer project would be completed in mid-

to late June. Another City contractor was replacing manholes on White Mountain Road from the Deuce of Clubs to Woolford Road, with work done between 6:00 p.m. and 1:00 a.m. Southbound traffic was reduced to a single lane. The manhole project should be done by next week.

10. **SCHEDULING OF MEETINGS:**

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

Mr. Muder said the Council would begin meeting to discuss the proposed budget for fiscal year 2019 (which ran July 1, 2018, through June 30, 2019). A budget town hall specifically for citizen input would be held Thursday at 6:00 p.m. in Council Chambers, followed immediately by a Council study session. All citizens were welcome to attend any budget meeting, and a complete schedule was posted at showlowaz.gov.

11. **ADJOURNMENT.**

There being no business to be brought before the Council, **VICE MAYOR HATCH ADJOURNED THE REGULAR MEETING OF THE SHOW LOW CITY COUNCIL AT 8:16 P.M.**

ATTEST:

APPROVED:

Ann Kurasaki, 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 April 3, 2018. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

(SEAL)

Ann Kurasaki, City Clerk