

# NAVAJO COUNTY AGENDA ITEM REQUEST FORM

**Meeting Date:** January 13, 2015

**Time Needed: Public Hearing** – 30 minutes

**Requesting Department:** Administration

**Presenter(s) Name:** L. Young

**Motion before the Board: PUBLIC HEARING** - Review and approve the proposed Community Development Block Grant Projects for the FY 2015 Community Development Block Grant funding cycle. Approve project #1 for funding and if income survey does not validate low-mod income requirements approve project #'s 2, 3 & 4 as alternative projects to be funded.

**Recommendation:** (who, what where, when, how, etc.)  
Staff recommends project(s) as prioritized and presented.

**Background:** (why should it be done, what will happen if not approved, etc.)

Navajo County is expected to receive approximately \$369,726 in fiscal year 2015 federal Community Development Block Grant (CDBG) funds from the Arizona Department of Housing Regional Account. Navajo County may also intend to apply for up to \$300,000 per application in fiscal year 2015 and/or fiscal year 2016 CDBG funds from the State Special Projects (SSP) account. Sample CDBG projects are:

- 1) **Public infrastructure** (e.g., water, wastewater, street improvements);
- 2) **Community facilities** (e.g., health clinics, senior or youth centers);
- 3) **Housing** (e.g., owner occupied or multi-family rehab, utility connections on private property, new housing constructed by a non-profit);
- 4) **Public services** (e.g., paying the salary of an additional staff person to expand a Head Start program, purchasing a van to transport persons with disabilities, equipment and rent to start a new job training program);
- 5) **Economic development** (e.g., a loan to a business for job creation, micro-enterprise development, acquisition of land for an existing business expansion).

CDBG funds must be used to benefit low-income persons and areas, alleviate slum and blight, or address urgent need.

Navajo County held two public hearings on November 3, 2014 in Show Low and in Holbrook, Arizona. Only projects presented at the public hearings held on November 3, 2014 are listed below and prioritized. Supporting projects documents are attached.

1. Navajo County Sheriff's Office dispatch 911 consoles and equipment replacement – Central and North Navajo County service areas – Amount Requested \$369,726 – Special survey must be performed and validate low-mod income before this project is approved for funding.

Alternative projects if income survey does not validate low-mod income levels for service area:

2. White Mountain S.A.F.E House building improvements and salaries – Pinetop service area - Amount Requested \$175,000 – recommended award amount - \$169,726
3. Design and construction of sidewalk improvements Phase I at Johnson Drive – Pinetop-Lakeside service area – Amount Requested \$100,000
4. Phase II pedestrian improvements to Porter Mountain Road – Pinetop-Lakeside service area – Amount Requested \$100,000
5. Pinetop-Lakeside Senior Center Upgrades – Pinetop-Lakeside Service Area – Amount Requested \$100,000 – Recommend no award this CDBG cycle.

In order to move forward with submission of applications, Navajo County must present the proposed projects to the Board of Supervisor's for review, discussion (if necessary), then approval.

**Fiscal Impact:** (what will it cost, where funds will come from, is it budgeted, etc.)

None.

**Reviewed and approved by:** County Manager

County Attorney \_\_\_\_\_ Human Resources \_\_\_\_\_ Finance \_\_\_\_\_ MIS

**Board Action Taken:**

Approved  Denied  No Action  Continued  Continued to: \_\_\_\_\_

Approved with changes as follows

**Clerks Notes:** Open File  Copy Dept  Orig Dept  Pending  Log  Letter

Date: \_\_\_\_\_ Initial: \_\_\_\_\_

## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Name: Mary Jane Springer		Date: November 24, 2014
Representing: Navajo County Sheriff's Office and NARDC		Phone: 928-524-4046
The project is :Replacement of 911 dispatch consoles and related equipment at the Holbrook dispatch location		
<u>How will the CDBG funds be used?</u> 1. Replacing obsolete emergency 911 dispatch consoles and related equipment.		
<u>Location and mailing address for the project:</u> Navajo County Sheriff's Office, 137 W. Arizona, Holbrook, Arizona 86025		
<u>What is the problem that will be solved with the project?</u> Emergency 911 operator station equipment is obsolete and no longer supported. New equipment is required to provide public safety response and emergency dispatch services for Navajo County.		
<u>Describe the persons who will benefit.</u> The Holbrook dispatch center provide services to citizens throughout Navajo County and the Holbrook location primarily serves residents in the unincorporated areas within the County.		
<u>At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income?</u> (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.) A special survey will be conducted and documented to validate low-mod income households.		
Total number of persons who will benefit – Survey will validate the census data	Number of low-moderate income persons who will benefit: Survey will validate the income qualifications	
Estimated cost is at least \$ <u>  \$369,726  </u> and \$ <u>  369,726  </u> in CDBG funds is needed.		
How were the cost estimates derived? Estimated costs were derived from quotes from Creative Communications and internal resources required to complete the project.		
If other funds are needed for the project, what is their source? N/A		
Are the other funds legally committed to the project? If they are not legally committed by December 31, 2013, the project is not eligible. (You will need proof for the application.) No		

Contact Person for this project: Mary Jane Springer and Jeff Lineberry 928-524-4403

Address :P.O. Box 668 Community: Holbrook, AZ	Zip:86025	Phone:928-524-4046
E-mail (if available): mary.springer@navajocountyaz.gov		Fax:928-524-4052

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

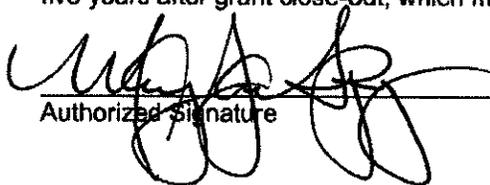
I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
- Project Operations Budget
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.

  
Authorized signature

**THIS FORM MUST BE COMPLETE  
UNSIGNED REQUESTS WILL NOT BE CONSIDERED  
BY THE COUNCIL / BOARD**

**PROJECT BUDGET -- Replace NCSO Emergency Dispatch Consoles and related equipment**  
**ORGANIZATION BUDGET**

REVENUES		REVENUES
CDBG	\$369,762	CDBG \$
	\$	
	\$	
	\$	
<b>TOTAL REVENUES</b>	<b>\$369,762</b>	<b>TOTAL REVENUES</b> \$
<b>EXPENSES</b>		<b>EXPENSES</b>
Salaries	\$	Salaries \$
Fringes	\$	Fringes \$
Professional & Outside	\$	Professional & Outside \$
Travel	\$	Travel \$
Space	\$	Space \$
Materials & Supplies	\$	Materials & Supplies \$
All constructions costs (materials, Labor, etc) Purchase of 911 consoles and related equipment	\$ 369,762	Operating Expenses \$
Other (NACOG application review	\$	Other (name) \$
Other (name)	\$	Other (name) \$
Other (name)	\$	Other (name) \$
Other (name)	\$	Other (name) \$
<b>TOTAL EXPENSES</b>	<b>\$ 369,762</b>	<b>TOTAL EXPENSES</b> \$

This is the budget for the project only, if appropriate.  
 If it is a construction project, attach a breakdown of major elements.

This is the budget for the organization as a whole.  
 If you have your own format, attach that.

## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Name:Linda G. Kingery	Date: December 2, 2014
Representing: White Mountain S.A.F.E. House	Phone:813-410-4374
The project is :Renovation of the White Mountain S.A.F.E. House	
<p><u>How will the CDBG funds be used?</u> 1. Roof removal &amp; installation of new upgraded roofing 2. Replace &amp; install new windows with upgraded dual pane glass 3. Replace and install new air conditioning and heating unit 4. Place a cement slab in front of the storage unit and a cement walk way around the house.</p> <p><u>Location and mailing address for the project:</u> White Mountain S.A.F.E. House, P.O. Box 1890, Pinetop, AZ 85935 928-367-6017</p>	
<p><u>What is the problem that will be solved with the project?</u> A new roof and upgraded dual pane windows will reduced heat loss and as a result lower heating costs. Currently, the roof leaks resulting in internal damage and the potential for mold. Our current air conditioning and heating unit is not energy efficient, due to poor air flow we have to add portable heating units. The cement slab and walkway will provide better conditions for residents and staff when they are outside.</p>	
<p><u>Describe the persons who will benefit.</u> The residents of the WMSH are women and children who are victims of domestic violence. A crime that continues to increase. From October 31, 2013 to October 31, 2014 our total bednights have increased by 36%. For adult residents the increase is 19% and children and increase of 67%</p> <p><u>At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income?</u> (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.) Most of our residents are TANF eligible, unemployed and receiving some type of governmental support.</p>	
Total number of persons who will benefit 255 -139 adults and 116 children. This is the numbers from 12-1-13 through 12-1-2014	Number of low-moderate income persons who will benefit: All of our residents. 255
<p>Estimated cost is at least \$ <u> \$175,000.00 </u> and \$ <u> 175,000.00 </u> in CDBG funds is needed.</p>	
<p>How were the cost estimates derived? At the present time the costs are estimates, it was difficult at the Holiday time of year to get contractors out to give bids. We are aware that the next process is to get set bids.</p>	
<p>If other funds are needed for the project, what is their source? N/A</p>	

Are the other funds legally committed to the project? If they are not legally committed by December 31, 2013, the project is not eligible. (You will need proof for the application.)  
No

Contact Person for this project: Linda G. Kingery	
Address: P.O. Box 1890 Community: Pinetop, AZ	Zip: 85935
Phone: 928-367-6017 813-410-4374 (cell)	
E-mail (if available): linda.kingery@wmsafehouse.org	Fax: 928-367-0223

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

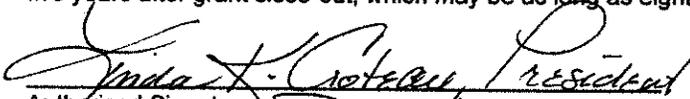
I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
- Project Operations Budget
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.

  
Authorized Signature  
Board of Directors

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**PROJECT BUDGET**

<b>PROJECT BUDGET</b>		<b>ORGANIZATION BUDGET</b>	
REVENUES		REVENUES	
CDBG	\$	CDBG	\$
	\$		\$
	\$		\$
	\$		\$
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>TOTAL REVENUES</b>	<b>\$</b>
<b>EXPENSES</b>		<b>EXPENSES</b>	
Salaries (city of Pinetop grant Coordinator, plus increase In WMSH Shelter director & Grant director's hour	\$ 45,000.00	Salaries	\$
Fringes	\$	Fringes	\$
Professional & Outside	\$	Professional & Outside	\$
Travel	\$	Travel	\$
Space	\$	Space	\$
Materials & Supplies	\$	Materials & Supplies	\$
All constructions costs (materials, Labor, etc)	\$ 125,000.00	Operating Expenses	\$
Other (NACOG application review	\$ 5,000.00	Other (name)	\$
Other (name)	\$	Other (name)	\$
Other (name)	\$	Other (name)	\$
Other (name)	\$	Other (name)	\$
<b>TOTAL EXPENSES</b>	<b>\$ 175,000.00</b>	<b>TOTAL EXPENSES</b>	<b>\$</b>

This is the budget for the project only, if appropriate. If it is a construction project, attach a breakdown of major elements.

This is the budget for the organization as a whole. If you have your own format, attach that.

## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Name: <b>Evelyn Racette, Town Manager</b>	Date: <b>12/05/2014</b>
Prepared by: <b>Mary French-Jones, Grant Coordinator</b>	
Representing: <b>Town of Pinetop-Lakeside, Navajo County, AZ</b>	Phone: <b>928.368.8696 x 225</b>
<p>The project is: <b>Design and Construction of Sidewalk Improvements – Phase I at Johnson Drive</b></p> <p>The project is consistent with ADOH FY 2014 Action Plan; Activity: Public Improvements – Road/Street/Drainage Improvements; Priority Rating/High. The project activity meets HUD National Slum/Blight Objective and addresses service population that is considered low-moderate income (BRUSD Free/Reduced Lunch Program; Senior Citizens)</p>	
<p><u>How will the CDBG funds be used</u></p> <p><b>Fund will be used to facilitate Phase I at N. Johnson Drive via the following:</b></p> <ol style="list-style-type: none"> <li>1) Design and construct public improvements within existing Town public right-of-way along N. Johnson Drive specifically to the northerly and easterly streetside. The project will construct approximately 930 L.F. of pedestrianway incorporating drainage, curb and gutter. Proposed project improvements complement a contiguous urban pathway system, linking public spaces, and important services such as, public schools, senior center, youth center, public library services and public transportation amenities.</li> <li>2) The project upgrades and replaces existing public improvements that no longer fully function, perform or conform for pedestrianways or to standard practice levels.</li> </ol>	
<p><u>Location and mailing address for the project:</u></p> <p>Physical location: N. Johnson Drive (Attachment A – Johnson Drive Project Potential)</p> <p>Mailing Address: Town of Pinetop-Lakeside, 1360 N. Niels Hansen Lane, Pinetop-Lakeside, AZ 85929, Navajo County</p> <p>Pinetop-Lakeside AZ 85929 – Project is located in the Lakeside Village Redevelopment Area "LVRA" (LVRA Map/Attachment - B). The LVRA is deemed a blighted area by the Town of Pinetop-Lakeside (Resolution 14-1322/Attachment - C). The LVRA meets the Community Development Block Grant National Objective under the Slum/Blight Objective.</p>	

What is the problem that will be solved with the project?

The Lakeside Village Redevelopment Area represents the Town's efforts to combat blight, deterioration and obsolescence within the oldest and most mature sections of Town. The area represents a history of poor land division practices; absentee ownership with a higher concentration of low-moderate income residents; experiences prolonged disinvestments; declining or stagnant property values.

All existing pedestrianways and drainage controls analyzed within the LVRA for public improvements conditions exist:

1. Stormwater Controls: Consist of publically maintained constructed open channels, culverts, gutters and catch basins, and comprise approximately 86,600 linear feet within the redevelopment area. It is determined that 41% of those facilities no longer fully function and require design and construction resources for upgrade to meet standard practice service levels.
2. Pedestrianways: Consist of publically maintained constructed pathway comprised of raised curb, Asphaltic Concrete defined by painted stripe, and Gravel Surface defined by containment curb. Constructed Pedestrianways comprise approximately 24,560 linear feet within the redevelopment area. It is determined that 68% of those facilities no longer fully function and require both design and construction resources for upgrade to meet standard practice service levels.
3. Motorist and pedestrian conflicts are a common occurrence and constitute dangerous safety conditions, poor and insufficient drainage compounds safety concerns and impede overall beneficiary safety.

Condition of Pedestrianways and Stormwater Controls within Proposed Redevelopment Area –

Memorandum 2014MAY21 (Attachment D)

N. Johnson Drive project area is one of the central transportation corridors within the Pinetop-Lakeside Downtown area and the LVRA. N. Johnson Drive is a congested minor collector roadway which intersects at two different locations within 1,000 LF of State Route Hwy 260 (Average Daily Traffic 22,000). N. Johnson Drive accommodates the ingress/egress accessway points for the following services and amenities:

- Pinetop-Lakeside Senior Citizens Center (331 or 96.22% low moderate-income clientele)
- Yellow Jacket Youth Center (newly-reopened by the Navajo Drug Coalition)
- Blue Ridge Elementary School (56% free lunch program)
- Blue Ridge High School and District Office
- Blue Ridge School District Bus Barn
- Four Seasons Connection Transit System Bus Stop
- Pinetop-Lakeside Public Library

Describe the persons who will benefit.

Blue Ridge Elementary School Student Eligibility Report (Attachment E) calculates the following:

- 644 Students (K-3 Grade)
- 358 Students or 56% meet the eligibility requirements for the free lunch program
- 40 Student or 6% meet eligibility requirements for reduced lunch program

Blue Ridge Mid-Junior High School Student Eligibility Report calculates the following:

- 834 Students (4-8 Grade)
- 427 Students or 51% meet the eligibility requirements for the free lunch program
- 76 Students or 18% meet eligibility requirements for reduced lunch program

Pinetop-Lakeside Senior Citizens Center an estimated 341 persons or 96.22% are age 62 + and meet HUD eligibility threshold and considered low moderate-income.

Pinetop-Lakeside (LMISD = 22.66%); Pinetop-Lakeside Public Library serves Navajo County (LMISD = 40.97%), and remains the closest full-service library to Blue Ridge Elementary (Free Lunch 56%), Mid-Junior High (Free Lunch 51%) and High Schools; Neighboring communities: McNary (LMISD = 79.75%) and White River (LMISD = 68.29%) (White Mountain Apache Tribe Reservation). The library facilitates 209 youth-related programs (5,231 children annually ages 0-11) and partners with the Yellow Jacket Youth Center operated by the Friends of Navajo County Anti-Drug Coalition, Inc.

At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income? (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.) (Low-Mod Income Summary Data (LMISD) ADOH Memo 2014SEP18) (Attachment F)

Total number of persons who will benefit 2,051 (LVRA); the number includes Navajo County residents within the Town boundaries and associated with LVRA perimeters.	Number of low-moderate income beneficiaries: Referenced above.
Estimated cost is at least \$112,152 (\$16,000 Town in-kind personnel resources) and \$96,152 in CDBG funds is needed.	
How were the cost estimates derived? Andrew J. Romance, PE, Pinetop-Lakeside Director of Engineering and Public Works (Attachment G)	
If other funds are needed for the project, what is their source: In-kind Personnel \$16,000	
Are the other funds legally committed to the project? Project potential announcement authorized via Town Council unanimous directive dated 2014OCT16; Agenda Item 11 (Attachment H)	

Contact Person for this project: Andrew J Romance, Director of Engineering and Public Works Department	
Address: Physical 958 S. Woodland Road, Lakeside, AZ 85929 Community: Zip:	Phone: 928.368.8885
E-mail (if available): aromance@pinetoplakesideaz.gov	Fax:928.368.8528

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

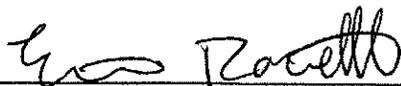
I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget <http://www.pinetoplakesideaz.gov/>
- Project Operations Budget (Reference Attachment G)
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

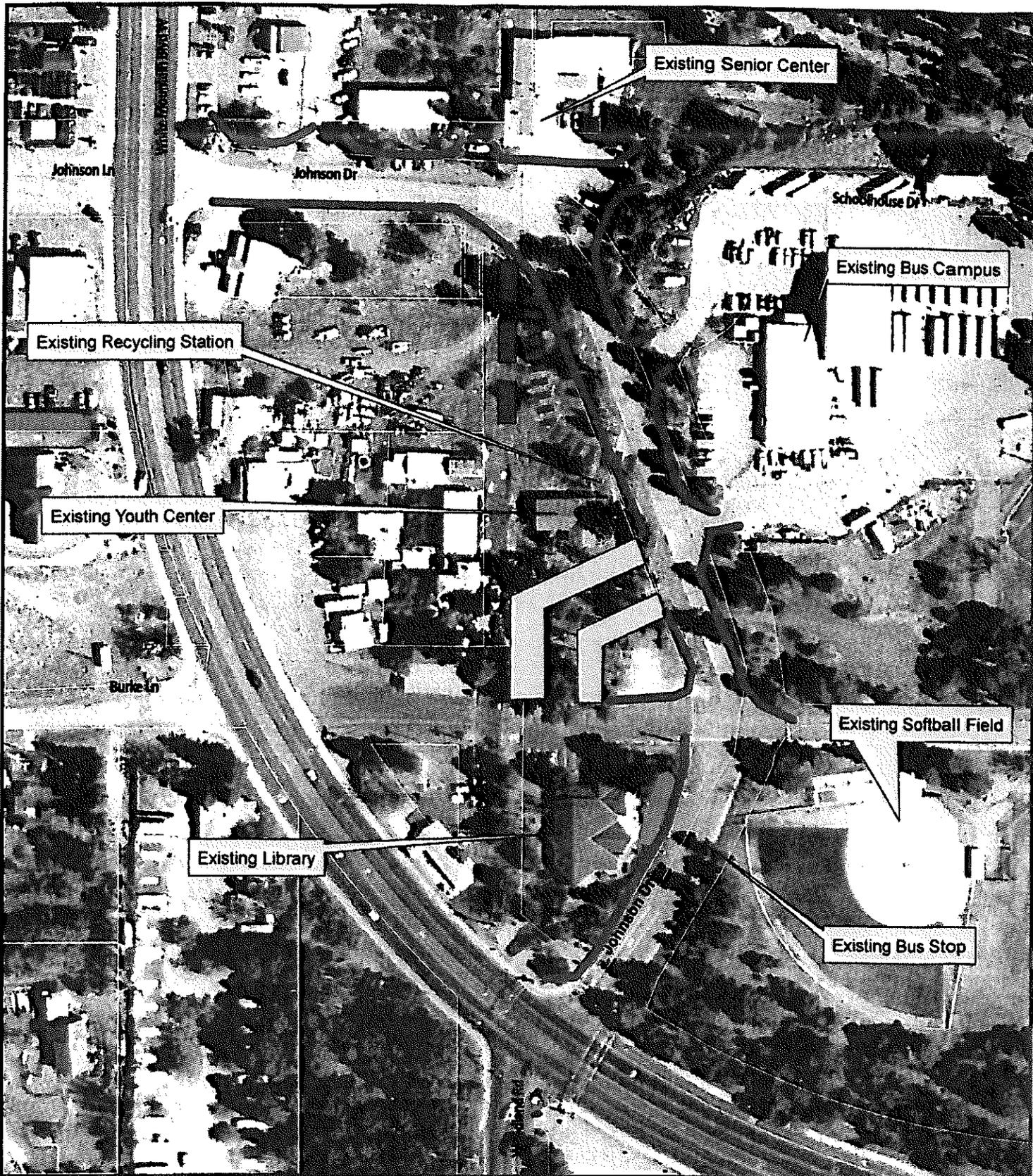
If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.



Evelyn Racette, Town Manager/Authorized Signature

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1 - Add new parking for Library and Yellow Jacket Youth Center (4,500 SF)

2 - Remove sloped parking and reclaim for Library pedestrian entrance (600 SF)

3 - Relocate Recycle Station (2,400 SF) to paved driveway

4 - Add 6-foot wide sidewalks attached to both sides of street (9,450 SF)

5 - Add curb and gutter for improved street drainage (1,500 SF)

## CONCEPTUAL IMPROVEMENTS TO JOHNSON DRIVE AREA

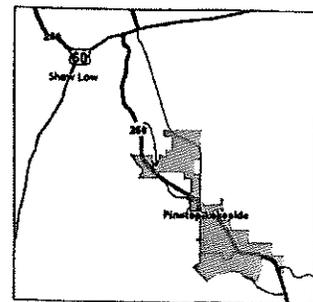




## Lakeside Village Redevelopment Area Project Potential

**Legend**

- Billy Creek
- Johnson Drive
- Pinetop-Lakeside Town Limits
- Streets
- Redevelopment Area
- Pinetop-Lakeside Public Library Parking Enhancements and Expansions Project
- Billy Creek Pedestrian Bridge at Porter Mountain Road Project



**ACTION MINUTES OF THE  
REGULAR MEETING OF THE TOWN COUNCIL  
OCTOBER 16, 2014**

The Pinetop-Lakeside Town Council held a Regular Meeting on Thursday October 16, 2014, at 6:00 p.m. in the Pinetop-Lakeside Council Chambers located at 1360 N. Niels Hansen Lane, Pinetop-Lakeside, Arizona.

Mayor Williams called the meeting to order at 5:59 p.m.

Roll call was taken as follows:

ROLL CALL:	PRESENT	ABSENT	PRESENT	ABSENT
Mayor Roger Williams	_X_	_____	Patrick Place	_X_
Vice Mayor Vanesian	_____	_X_	Chris Cannon	_____
Greg Smith	_X_	_____	Leslee Wessel	_X_
Stephanie Irwin	_X_	_____		_____

**STAFF PRESENT:**

Evelyn Racette, Town Manager; Leah Chavez, Town Clerk; Chief Ron Wheeler, Pinetop-Lakeside Police Chief; Jeff Collins, Library Director; Paul Esparza, Community Development Director; Barbara Ashley, Interim Finance Director.

**ITEM NO. 5, CONSENT AGENDA:**

The Consent Agenda consisted of the Action Minutes of the Regular Town Council Meeting held on October 4, 2014; the Check Register for the month of September 2014; Permission to authorize Leah Chavez, Town Clerk, to correct the numbering of Ordinance No. 14-1314 adopted at the June 19, 2014 Regular Town Council Meeting to Ordinance No. 14-383; and a Liquor License Application for Sakura Buffet.

**COUNCILMEMBER IRWIN MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. COUNCILMEMBER PLACE SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 10, COUNCIL DECISION REQUEST REGARDING A 60 DAY EXTENSION TO THE CONTRACT FOR TEMPORARY ARIZONA MUNICIPAL FINANCE SERVICES WITH BARBARA ASHLEY:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE THE 60 DAY EXTENSION TO THE CONTRACT FOR TEMPORARY ARIZONA MUNICIPAL FINANCE SERVICES WITH BARBARA ASHLEY. COUNCILMEMBER SMITH SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 11, NOTICE TO COUNCIL TO ANNOUNCE PROJECT POTENTIAL FOR FY 2015 REGIONAL ACCOUNT FUNDS AND FY 2015/2016 STATE SPECIAL PROJECT FUNDS TO NAVAJO COUNTY CDBG:**

**COUNCILMEMBER PLACE MOVED TO DIRECT STAFF TO ANNOUNCE THE BILLY CREEK PEDESTRIAN BRIDGE AT PORTER MOUNTAIN ROAD PROJECT; PINETOP-LAKESIDE PUBLIC LIBRARY PARKING**

**ENHANCEMENTS AND EXPANSION PROJECT TO NAVAJO COUNTY FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS PROJECT POTENTIAL CONSIDERATION. COUNCILMEMBER WESSEL SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

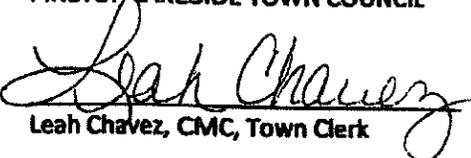
**ITEM NO. 12. COUNCIL DECISION REQUEST REGARDING FUNDING THE TOWN OF PINETOP-LAKESIDE'S PORTION OF \$20,237.80 FOR THE PURCHASE OF 5 NEW BUSES FOR THE 4 SEASONS AND WHITE MOUNTAIN CONNECTION:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE THE PAYMENT OF THE NEW BUSES TO THE CITY OF SHOW LOW, WITH THE CITY OF SHOW LOW FRONTING THE CONTRIBUTION AND AMORTIZING THE \$20,237.80 OVER A 6-12 MONTH TERM. COUNCILMEMBER IRWIN SECONDED THE MOTION AND IT FAILED 2-3 WITH MAYOR WILLIAMS, COUNCILMEMBER SMITH AND COUNCILMEMBER PLACE OPPOSED.**

The Meeting Adjourned at 7:33 p.m.

Dated this 20<sup>th</sup> day of October 2014.

PINETOP-LAKESIDE TOWN COUNCIL

  
Leah Chavez, CMC, Town Clerk



**DESIGN AND CONSTRUCTION OF SIDEWALK IMPROVEMENTS  
PHASE I at JOHNSON DRIVE**

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**TOWN OF PINETOP-LAKESIDE  
RESOLUTION NO. 14 -1322**

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA FINDING, PURSUANT TO THE REQUIREMENTS OF A.R.S. TITLE 36, CHAPTER 12, ARTICLE 3 THAT A REDEVELOPMENT AREA EXISTS IN THE MUNICIPALITY.**

**WHEREAS**, conditions are required for the local governing body of a municipality prior to the designation to aid in the prevention or elimination of slum or blight areas; and

**WHEREAS**, the Town Council adopted Resolution 99- 519 to designate a Redevelopment Area and Redevelopment Area Plan and Resolution 09-1090 to aid in the prevention or elimination of slum or blight pursuant to the above-referenced Arizona State Statute; and

**WHEREAS**, a predominance of residential, non-residential structures or public improvements within the boundaries of the area described by the map (Exhibit 1), and incorporated as part of this resolution meet the requirements as defined by A.R.S. Title 36, Chapter 12, Article 3; and

**WHEREAS**, diversity of ownership within the described area forestalls the assemblage of lots into parcel suitable for redevelopment; and

**WHEREAS**, the platting of said lots within the described map is minimal; and

**WHEREAS**, the combination of the above-mentioned factors causes the following effect:

1. Substantially impairs the economic growth of the central business are of the Town of Pinetop-Lakeside by negatively impacting the orderly expansion of the area and limits job opportunities in the area;
2. Discourages development of housing by preventing the redevelopment of beneficial and usable new units; and
3. Constitutes an economic and social liability and stifles redevelopment; and

**WHEREAS**, the objectives for the Redevelopment Area Plan include should be pursued through a wide variety of actions, including those described in Redevelopment planning document including:

1. Preserve and create an environment within the Redevelopment Area which contribute to health, safety and general welfare of the Town and preserve the value of properties to remain within, and adjacent to the area.
2. Eliminate or upgrade substandard and obsolete buildings, blighting influences, and deteriorated infrastructure including streets, roads, drainage and environmental deficiencies which detract from the functional unity, aesthetic appearance and economic welfare of this important section of the Town.
3. Address the substantial impairment of economic growth of the central business area of the Town of Pinetop-Lakeside that results from the negative impact of slum and blight areas on the orderly expansion of the area and limits job opportunities in the area;

**NOW, THEREFORE, BE IT RESOLVED THAT:**

**THAT, The Mayor and Town Council of the Town of Pinetop-Lakeside finds that there are one or more slum or blighted areas in the Town of Pinetop-Lakeside; and**

The Town of Pinetop-Lakeside finds that the slum or blight area exists in the area described as:

Bounded on the north by Peterson Drive; and  
Bounded on the east by Blue Ridge Unified School District Campus; and  
Bounded on the south by Apache Lane; and  
Bounded on the west by Niels Hansen Lane

**THAT, the redevelopment of the above described area is necessary in the interest of the public, health, safety morals or welfare of the residents of the Town of Pinetop-Lakeside; and**

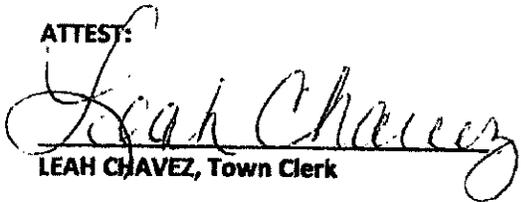
**THAT, the attached map Lakeside Village Redevelopment Area Map (Figure 1) further identifies the area in need of redevelopment.**

**PASSED AND ADOPTED** by the Mayor and Town Council of the Town of Pinetop-Lakeside, Arizona this 20<sup>th</sup> day of November, 2014.

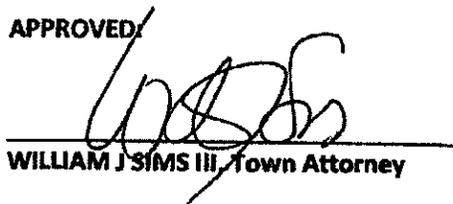
**TOWN OF PINETOP-LAKESIDE**

  
\_\_\_\_\_  
**ROGER WILLIAMS, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**LEAH CHAVEZ, Town Clerk**

**APPROVED:**

  
\_\_\_\_\_  
**WILLIAM J SIMS III, Town Attorney**

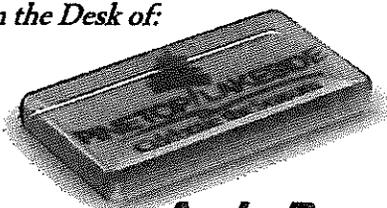
**MEMORANDUM**

**To:** Mary French-Jones, via EMAIL [mjones@pinetoplakesideaz.gov](mailto:mjones@pinetoplakesideaz.gov)  
**Copy:** Paul Esparza, via EMAIL [pesparza@pinetoplakesideaz.gov](mailto:pesparza@pinetoplakesideaz.gov)  
**Subject:** Condition of Pedestrianways and Stormwater Controls  
within Proposed Redevelopment Area  
**Date:** May 21, 2014

*MARY- During the week of 5/19/14 I conducted analysis of existing condition Stormwater Controls and Pedestrianways within the proposed Redevelopment Area. Attached pictures illustrate both existing service level and related deterioration that exists, resulting in need for constructed improvements. Following are engineering observations and recommendations:*

1. Stormwater Controls: Consisting of publically maintained constructed open channels, culverts, gutters, and catch basins, comprise approximately 86,000 linear feet within the proposed redevelopment area. Of that, it is determined that 41% of those facilities no longer fully function and require both design and construction resources to upgrade them to standard practice service levels.
2. Pedestrianways: There are various formerly constructed and user-made facilities within the area. Primary constructed facilities being used by pedestrians are Portland Cement Concrete defined by a raised curb, Asphaltic Concrete defined by a painted stripe, and Gravel Surface defined by containment curb. Constructed Pedestrianways comprise approximately 24,560 linear feet within the proposed redevelopment area. Of that, it is determined that 68% of those facilities no longer fully function and require both design and construction resources to upgrade them to standard practice service levels. Not included as pedestrianways in above analysis, but also facilities normally utilized by residents, are unsurfaced user-made trails and automobile travelways.
3. All existing pedestrianways and drainageways analyzed are understood to be located within public right-of-way. State Route 260 has the highest vehicular traffic volume and rate. The Town of Pinetop-Lakeside street containing the highest vehicular traffic volume is Woodland Road. Of these two significant vehicular routes, Woodland Road contains the most inconsistent and ill-defined pedestrianways.

*From the Desk of:*



**Andy Romance**

958 S. Woodland Rd  
Lakeside, AZ

[aromance@pinetoplakesideaz.gov](mailto:aromance@pinetoplakesideaz.gov)



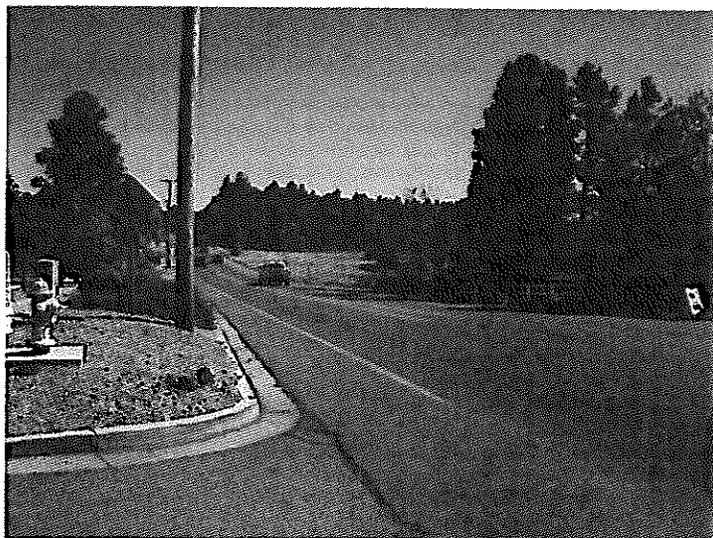
**Figure 1: Deteriorated Sidewalk, Curb, & Gutter**

- Observed use by bus stop patrons.
- Sidewalk Surface causes tripping hazard.



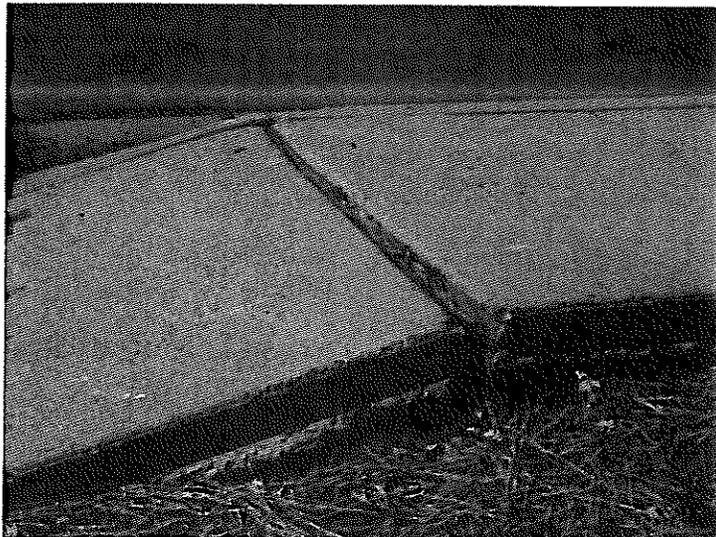
**Figure 2: Fully Dilapidated Sidewalk Surface**

- Observed use by school children.
- Sidewalk Surface causes tripping hazard.



**Figure 3: Pedestrian Use of Designated Bike Travelway without Vehicular Barrier**

- Observed heavy use by various commuters, exercisers, etc.
- Physical separation of pedestrians from vehicles needed for safety and comfort.



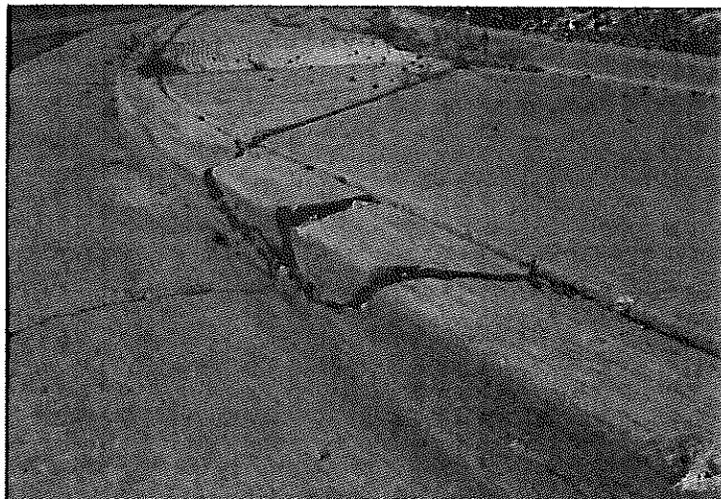
**Figure 4: Deteriorated Soil Base & Concrete Structure**

- Pedestrian tripping hazard.



**Figure 5: Pedestrian Conflicts**

- Pedestrian route obstructed by utilities.
- Pedestrian route obstructed by drainage channels.



**Figure 6: Non-Compliant Accessible Route.**

- Ramp texture below standard.
- Damaged concrete.



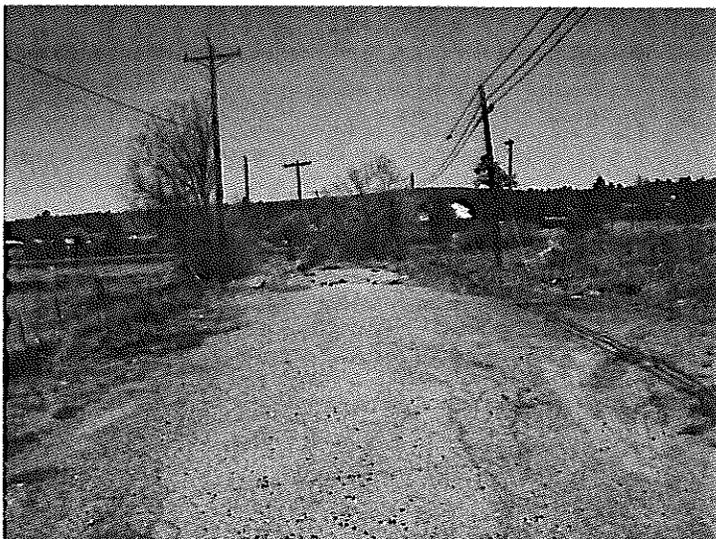
**Figure 7: Pedestrian Obstructions**

- Deteriorated surface causing new vegetation obstructions.



**Figure 8: Deteriorated Surface & Structure**

- Pedestrianway structure no longer adequately confines walking surface.



**Figure 9: Deteriorated Travelway**

- Stormwater overtops travelway causing deterioration.
- Drainage channel physically divides pedestrian route.



Figure 10: Drainageway Obstructions

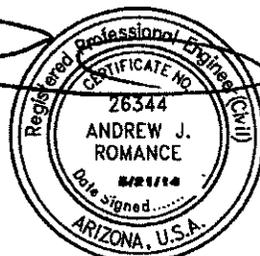
- Free flow of significant constructed channel obstructed by fencing.
- Stormwater conveyance capacity reduced by vegetation overgrowth.
- Limited access for drainageway maintenance.



Figure 11: Ineffective Stormwater Facilities

- Damaged drainage conduit.
- Deteriorated inlet and outlet channel geometry.

Concluded, from an engineering perspective, is that existing stormwater and pedestrian facilities within proposed redevelopment area are mostly deteriorated, dilapidated, or out of compliance. The subject neighborhoods can realize significant improvement with design and construction of modern facilities. Due to highest local street activity, improving Woodland Road facilities may be first priority, to positively impact the greatest number of users.

Expires: 9/30/16

# Blue Ridge Unified School District #32

## Student Eligibility Report

2/25/14

Buildings	Total	Student Eligibility				Eligibility by Application Type					
		Free #	%	Reduced #	%	Full #	%	F & R. Apps	Direct Certified	Denied Apps	Temp Apps
Blue Ridge Elementary School	644	358	56%	40	6%	246	38%	182	216	18	0
Blue Ridge High School	720	259	36%	51	7%	410	57%	147	163	15	0
Blue Ridge Junior High School	369	189	51%	30	8%	150	41%	104	115	11	0
Blue Ridge Middle School	465	238	51%	46	10%	181	39%	137	147	9	0
<b>Total</b>	<b>2,198</b>	<b>1044</b>	<b>47%</b>	<b>167</b>	<b>8%</b>	<b>987</b>	<b>45%</b>	<b>570</b>	<b>641</b>	<b>53</b>	<b>0</b>

\*\* Totals may vary based on Mid-Day Eligibility Changes

Results	Application Totals							
	Income	Foster	Case #	Homeless	Per Adm.	Migrant	Runaway	
Free Applications:	134	3	77	22	4	0	0	0
Reduced Applications:	88	0	0	0	0	0	0	0
Denied Applications:	31	0	0	0	0	0	0	0
<b>Total Applications:</b>	<b>253</b>	<b>3</b>	<b>77</b>	<b>22</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>

Eligibility	Student Eligibility Totals Based on Applications									
	Income	Foster	Case #	Homeless	Per Adm.	Direct Cert.	Migrant	Runaway		
Free:	230	5	122	35	11	641	0	0	0	0
Reduced:	167	0	0	0	0	0	0	0	0	0
Denied:	53	0	0	0	0	0	0	0	0	0

Attachment F  
JANICE K. BREWER  
Governor



MICHAEL TRAILOR  
Director

STATE OF ARIZONA  
DEPARTMENT OF HOUSING  
1110 WEST WASHINGTON, SUITE 310  
PHOENIX, ARIZONA 85007

(602) 771-1000 WWW.AZHOUSING.GOV  
FAX: (602) 771-1002

## Memo

To: CAG, NACOG, SEAGO, WACOG and all State CDBG eligible recipients

From: Kathy Blodgett, CD&R Programs Administrator, ADOH

CC: CD&R Program Specialists, ADOH

Date: September 18, 2014

Re: Low-Mod Income Summary Data (LMISD) – Process beginning July 1, 2014

---

As you know, since the last census in 2010, HUD has been working through the process of how to obtain and provide LMISD to be used by the CDBG State and Small Cities Program for non-entitlements. A transition process was developed by HUD which determined which LMISD data was to be used for project funding obligated prior to July 1, 2014 and likewise the data to be used going forward for project funding obligated after July 1, 2014. These are 2 different data sets both available from HUD's website

HUD Issued CDP Notice 14-010 for States which caused confusion regarding the appropriate data set to download from their website and therefore they issued additional guidance to clarify which data to download from which HUD webpage is to be used going forward. HUD's additional guidance states:

### "July 2014

#### **Additional Guidance on New Low/Moderate Income Summary Data:**

The new Low/Moderate Income Summary Data (LMISD) went into effect on July 1; on June 11, HUD issued two companion CPD Notices explaining the transition to using this new data. HUD has received numerous questions about the transition to the use of new data, so we are providing the following additional guidance in response to some of the most frequently-asked questions:

- The most common problem is that some grantee and field staff have been looking for LMISD in all the wrong places! The new data, based on the 2006-2010 ACS data, is available

on HUD's website at: <https://www.onecpd.info/manage-a-program/acs-low-mod-summary-data-block-groups-places>.

The new data is not housed in the same place as the prior, 2000 Census-based data.

- The prior, 2000 Census-based data is on HUD's website at: <http://www.hud.gov/offices/cpd/systems/census/lowmod/>. Some users have been confused by this site because it contains data titled "FY 2014 Participations". That is not the new 2006-2010 ACS-based LMISD. The prior data set will be retained and will remain available, as it is still valid for activities for which funds were obligated prior to July 1, 2014. The 2000 Census-derived LMISD has been updated every year, to account for brand new entitlement grantees, annexations, incorporations, and local governments joining or dropping out of urban counties. (FY 2014 is no exception.) The base data is still derived from the 2000 Census; the percentages for any given census tract or block group have not been recalculated. What changes every year is what jurisdiction those census tracts/block groups (and their data) is associated with.
- Both the 2006-2010 ACS-derived LMISD and the prior 2000 Census-derived LMISD are available for grantee use in IDIS – again, because the prior data still applies to activities for which funds were obligated prior to 7/1/14...."

A copy of the most current LMISD for local governments has been included with this memo.

You will notice as you review the data that for many of our communities and counties, the percentage of Low-Mod Income has dropped significantly. Sometimes by even 20-30% and therefore, they no longer meet the 51% Low-Mod Income requirement. ADOH does not have information as to why this occurred and there is no guidance from HUD, the US Census or American Community Survey available to explain how these figures occurred.

For 2014 project applications with a Low Mod Income Area benefit that do not have a fully executed contract, there is a possibility that an income survey will be necessary in order to qualify your project as LMA eligible. Projects that meet a direct benefit (i.e. housing rehabilitation, public services, limited clientele [Sr Centers, DV Shelters, Centers for the Disabled]) or Slum/Blight projects would not be subject to an income survey. Some FY2014 applicants have already completed Income Surveys and would not need to complete a new one at this time.

Please contact your CD&R Program Specialist to assist you with determining whether your LMA project will require an Income Survey as soon as possible as this may affect your ability to complete the project in your FY2014 Application.



ENGINEER'S ESTIMATE  
for  
DESIGN and CONSTRUCTION OF SIDEWALK IMPROVEMENTS, PHASE 1  
at  
JOHNSON DRIVE  
between  
SR260 and Woodland Road extension at SR260  
Pinetop-Lakeside, Arizona

**Notes:**

- 1) Area concept is for improvements comprising of additional automobile parking, relocation of existing recycling station, and sidewalks on both sides of street. This Phase 1 is improvement within existing public right-of-way, consisting of a new 5-foot wide pedestrian sidewalk, attached to new vertical curb & gutter at northerly & easterly street edge.
- 2) Preliminary Estimate is based upon project concepts prior to engineering design.
- 3) Proposed sidewalk improvements compliment a contiguous urban pathway system, linking public spaces.

Item No.	Description	Quantity	Unit	Unit Cost	Total Cost
<b>A)</b>	<b>Construction Items</b>				
1	General Grading & Subgrade Preparation	1,100	S.Y.	\$ 2.00	\$2,200
2	Imported Earthwork Fill	100	C.Y.	8.00	800
3	Utility Coordination/ Adjustment	1	L.S.	2,000.00	2,000
4	6-in Vertical Curb & Gutter	930	L.F.	12.00	11,160
5	Masonry Interlocking Retaining Wall (h<4-ft), complete w/ footing	50	L.F.	70.00	3,500
6	Metal Pipe Hand Railing	50	L.F.	45.00	2,250
7	PC Concrete ADA Sidewalk Ramp	11	Each	300.00	3,300
8	4-in thick Aggregate Base Course	50	C.Y.	18.00	900
9	5-ft Wide Attached Sidewalk	4,500	S.F.	6.00	27,000
10	Cross-Walk Pavement Markings	4	Each	750.00	3,000
11	Traffic Control During Construction	1	L.S.	3,000.00	3,000
12	Landscape/ Hardscape/ Irrigation Coordination/ Adjustment/ Relocation	1	L.S.	1,000.00	1,000
	<b>Sub-Total Construction Items . .</b>				<b>\$60,110</b>



**PINETOP/LAKESIDE**  
Celebrate the Seasons

<u>Item No.</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Total Cost</u>
<b>B)</b>	<b>Professional Services</b>				
1	Environmental Evaluation (\$10,000 In-Kind Services provided by Owner *)	1	L.S.	\$ *	\$0
2	Topographic, Utility, & Tree Survey/ Mapping	1	L.S.	6,000.00	6,000
3	Design Engineering	1	L.S.	14,000.00	14,000
4	Construction Survey/ Staking	1	L.S.	3,500.00	3,500
5	Construction Engineering/ Inspection (\$4,000 In-Kind Services provided by Owner *)	1	L.S.	*	0
6	Contract Administration (\$2,000 In-Kind Services provided by Owner *)	1	L.S.	*	0
<b>Sub-Total Professional Services ..</b>					<b>\$23,500</b>

NET ESTIMATED COST..... \$ 83,610

CONTINGENCY (15%) . . . . . \$ 12,542

**CONSTRUCTION & PROFESSIONAL SERVICES**

**TOTAL ESTIMATED COST . . . . . \$96,152**

## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Name: <b>Evelyn Racette, Town Manager</b>	Date: <b>12/05/2014</b>
Prepared by: <b>Mary French-Jones, Grant Coordinator</b>	
Representing: <b>Town of Pinetop-Lakeside, Navajo County, AZ</b>	Phone: <b>928.368.8696 x 225</b>
<p>The project is: <b>Complete Environmental Assessment</b></p> <p><b>Design and Construction – Porter Mountain Road Bridge over Billy Creek</b>  <b>Alternative 2 Plan: Independent Shared Use Path – Prefabricated Bridge (Pedestrian)</b></p> <p>(Attachment A – Porter Mountain Road Bridge over Billy Creek, Final Project Assessment)</p> <p><b>Project Background:</b> The Pinetop-Lakeside Town Council authorized Arizona Department of Transportation (ADOT) to contract with a consultant to perform a Project Assessment to include Alternative Preparation, and Designs equivalent to 15% complete. The complete document prepared as the primary tool for alternative consideration is titled "Porter Mountain Road Bridge over Billy Creek, Final Project Assessment", (Attachment A October 2014 – CH2M-Hill).</p> <p>On November 6, 2014, the Town Council directed staff to select an alternative to proceed with final design and construction of the Billy Creek Bridge Project. Staff recommended phasing Alternative 2 design by authorizing only final design and construction of the separate Pedestrian Bridge (Attachment B – 2014NOV6 - Town Council Agenda Item 9; Legal Action).</p> <p>*Note: Federal Aid Number HPP-PLS-0(201) A, TRACS No. 0000-NA-PLS-SS864 03D. Documentation indicates that the project is eligible for STIP in the amount of \$1,475,000 with a required local match \$89,157. Required local match allocated via Pinetop-Lakeside Street User Fund Line Item #216080 (Attachment C – Town Council Agenda 2014JUL3; Item 13).</p> <p>The purpose of the project is to provide a solution for pedestrians and cyclists currently using existing travel lanes on Porter Mountain Road in the absence of any sidewalk or pathway. Many mid-junior high school students walk or bike along the road to and from school (834 current student capacity w/1,200 student capacity). Navajo County and the Town constructed a 13' pathway along the west side, north of Peterson Road. South of Peterson Road, the students use the roadway or shoulder. The existing bridge narrows (30 ft. width) to only two lanes and is the only option for pedestrians and bikers. The Average Daily Traffic is an estimated 18,000 in 2015 and 42,000 in 2030.</p> <p>The project is consistent with ADOH FY 2014 Action Plan; Activity: Planning and Capacity Building – Planning (reasonable costs of general environmental plans) Priority Rating/Med. The project activity meets HUD National Slum/Blight Objective and addresses significant and consistent users Blue Ridge Mid-School and Blue Ridge Junior High School student population considered 51% low moderate-income (BRMS &amp; BRJHS Free/Reduced Lunch Program).</p>	

How will the CDBG funds be used

**Fund will be used to facilitate the completion of an Environmental Assessment for the Design and Construction via the following:**

- 1) The project completes a stand-alone aspect for the reconstruction of a minor arterial in Pinetop-Lakeside, Navajo County, AZ.
- 2) Select and utilize ADOT approved state vendor (consultant) to complete the identification of environmental issues in coordination with the ADOT Environmental Planning Group (EPG). The required documentation will be prepared.
  - a. Biological Resources
  - b. Hazardous Materials
  - c. Cultural Resources
  - d. Section 404

Project is currently programmed in the FY 13-FY17 State Transportation Improvement Program (STIP).

Project Time Line Estimate – 24 Months

Location and mailing address for the project:

Physical location: Porter Mountain Road (Attachment D – Project Location Map)

Mailing Address: Town of Pinetop-Lakeside, 1360 N. Niels Hansen Lane, Pinetop-Lakeside, AZ 85929, Navajo County

Pinetop-Lakeside AZ 85929 – Project is located in the Lakeside Village Redevelopment Area "LVRA" (LVRA Map/Attachment - E). The LVRA is deemed a blighted area by the Town of Pinetop-Lakeside (Resolution 14-1322/Attachment - F). The LVRA meets the Community Development Block Grant National Objective under the Slum/Blight Objective.

What is the problem that will be solved with the project?

The Lakeside Village Redevelopment Area represents the Town's efforts to combat blight, deterioration and obsolescence within the oldest and most mature sections of Town. The area represents a history of poor land division practices; absentee ownership with a higher concentration of low-moderate income residents; experiences prolonged disinvestments; declining or stagnant property values.

All existing pedestrianways and drainage controls analyzed within the LVRA for public improvements conditions exist:

1. Stormwater Controls: Consist of publically maintained constructed open channels, culverts, gutters and catch basins, and comprise approximately 86,600 linear feet within the redevelopment area. It is determined that 41% of those facilities no longer fully function and require design and construction resources for upgrade to meet standard practice service levels.
2. Pedestrianways: Consist of publically maintained constructed pathway comprised of raised curb, Asphaltic Concrete defined by painted stripe, and Gravel Surface defined by containment curb. Constructed Pedestrianways comprise approximately 24,560 linear feet within the redevelopment area. It is determined that 68% of those facilities no longer fully function and require both design and construction resources for upgrade to meet standard practice service levels.
3. Motorist and pedestrian conflicts are a common occurrence and constitute dangerous safety conditions, poor and insufficient drainage compounds safety concerns and impede overall beneficiary safety.

Condition of Pedestrianways and Stormwater Controls within Proposed Redevelopment Area –

Memorandum 2014MAY21 (Attachment G)

Porter Mountain Road is a minor arterial, a popular commuter route, and serves as an important ingress/egress emergency evacuation route.

Porter Mountain Road (PMR) project area is one of the central transportation corridors within the LVRA. PMR intersects with SR 260 and is the location of Navopache Electric Cooperative, Inc. Administrative Offices. Navopache Electric Cooperative is an interstate cooperative serving the entire region of Pinetop-Lakeside, and other multiple jurisdictions including White Mountain Apache Tribe, Heber/Overgaard, AZ, Apache County, and sections in New Mexico.

Describe the persons who will benefit.

Blue Ridge Mid-Junior High School Student Eligibility Report calculates the following:

- 834 Students (4-8 Grade)
- 427 Students or 51% meet the eligibility requirements for the free lunch program
- 76 Students or 18% meet eligibility requirements for reduced lunch program

Pinetop-Lakeside (LMISD = 22.66%) traffic corridors serves Navajo County (LMISD = 40.97%), Neighboring communities: McNary (LMISD = 79.75%) and White River (LMISD = 68.29%) (White Mountain Apache Tribe Reservation).

At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income? (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.) (Low-Mod Income Summary Data (LMISD) ADOH Memo 2014SEP18)) (Attachment H)

Total number of persons who will benefit 3,305 (LVRA); the number includes Navajo County residents within the Town boundaries and associated with LVRA perimeters.

Number of low-moderate income beneficiaries: Referenced above.

Estimated cost is at least \$100,000 and \$100,000 in CDBG funds is needed.

How were the cost estimates derived? Andrew J. Romance, PE, Pinetop-Lakeside Director of Engineering and Public Works

If other funds are needed for the project, what is their source: Pinetop-Lakeside Street User Fund Line Item #216080

Are the other funds legally committed to the project? Project potential announcement authorized via Town Council unanimous directive dated 2014OCT16; Agenda Item 11 (Attachment I)

Contact Person for this project: Andrew J Romance, Director of Engineering and Public Works Department

Address: Physical 958 S. Woodland Road, Lakeside, AZ 85929  
Community: Zip:

Phone: 928.368.8885

E-mail (if available): [aromance@pinetoplakesideaz.gov](mailto:aromance@pinetoplakesideaz.gov)

Fax: 928.368.8528

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

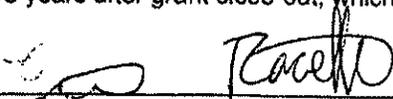
I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget <http://www.pinetoplakesideaz.gov/>
- Project Operations Budget (Estimate provided by Andrew J Romance, PE)
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.



\_\_\_\_\_  
Evelyn Racette, Town Manager/Authorized Signature

**THIS FORM MUST BE COMPLETE  
UNSIGNED REQUESTS WILL NOT BE CONSIDERED  
BY THE COUNCIL / BOARD**



PINETOP-LAKESIDE TOWN COUNCIL  
NOTICE OF REGULAR MEETING AND AGENDA  
THURSDAY, OCTOBER 16, 2014

Pursuant to Arizona Revised Statutes Section 38-431.02, notice is hereby given to the members of the Pinetop-Lakeside Town Council and to the general public that the Council will hold a meeting open to the public on Thursday, October 16, 2014, beginning at 6:00 p.m. in the Pinetop-Lakeside Town Council Chambers located at 1360 N. Niels Hansen Lane, Pinetop-Lakeside, Arizona.

Members of the Pinetop-Lakeside Town Council will attend either in person or by telephone conference call or other technologic means.

AGENDA:

1. Call to order, roll call and ascertain quorum.
2. Pledge of Allegiance, Invocation and Mayors Welcome.
3. Call to the Public. This is a business meeting of the Town Council. The Town values and welcomes public input. Please address the Council as a whole and not individual Council Members. Do not address staff or members of the audience. Council action on items brought up in Call to the Public is limited by the Open Meeting Law. The Council may direct staff to study the matter and reschedule for further consideration at a later date. Items on the agenda will not be heard or discussed in Call to the Public. Individuals are limited to three (3) minutes.
4. Current Events:
  - A. Department Updates.
  - B. Current Events by the Town Manager.
  - C. Current Events and Town Council Reports on all Council Appointed Committees, Community Organizations and Affiliates.
  - D. Recent and/or Upcoming Town Events and Activities.
  - E. Future Agenda Items.
5. Consent Agenda:
  - A. Action Minutes of the Regular Meeting held on October 4, 2014;
  - B. The Check Register for the month of September 2014;
  - C. Permission to authorize Leah Chavez, Town Clerk, to correct the numbering of Ordinance No. 14-1314 adopted at the June 19, 2014 Regular Town Council Meeting to Ordinance No. 14-383.
  - \*D. Liquor License Application for Sakura Buffet.

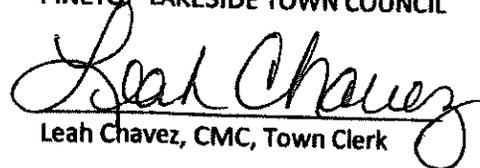
**\*(This is a Public Hearing item. Any member of the public may ask to pull this item from the Consent Agenda.)**

6. Recognition of Les Warren, Officer of the Year, by the Elks Lodge.
7. Recognition of Andrew Romance, Interim Town Manager, Town Engineer and Public Works Director for duties performed as Interim Town Manager.
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12. Discussion/Information/Legal Action re: Council Decision Request regarding funding the Town of Pinetop-Lakeside's portion of \$20,237.80 for the purchase of 5 new buses for the 4 Seasons and White Mountain Connection.

The Town Council may vote to hold an executive session for the purpose of obtaining legal advice from the Town Attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

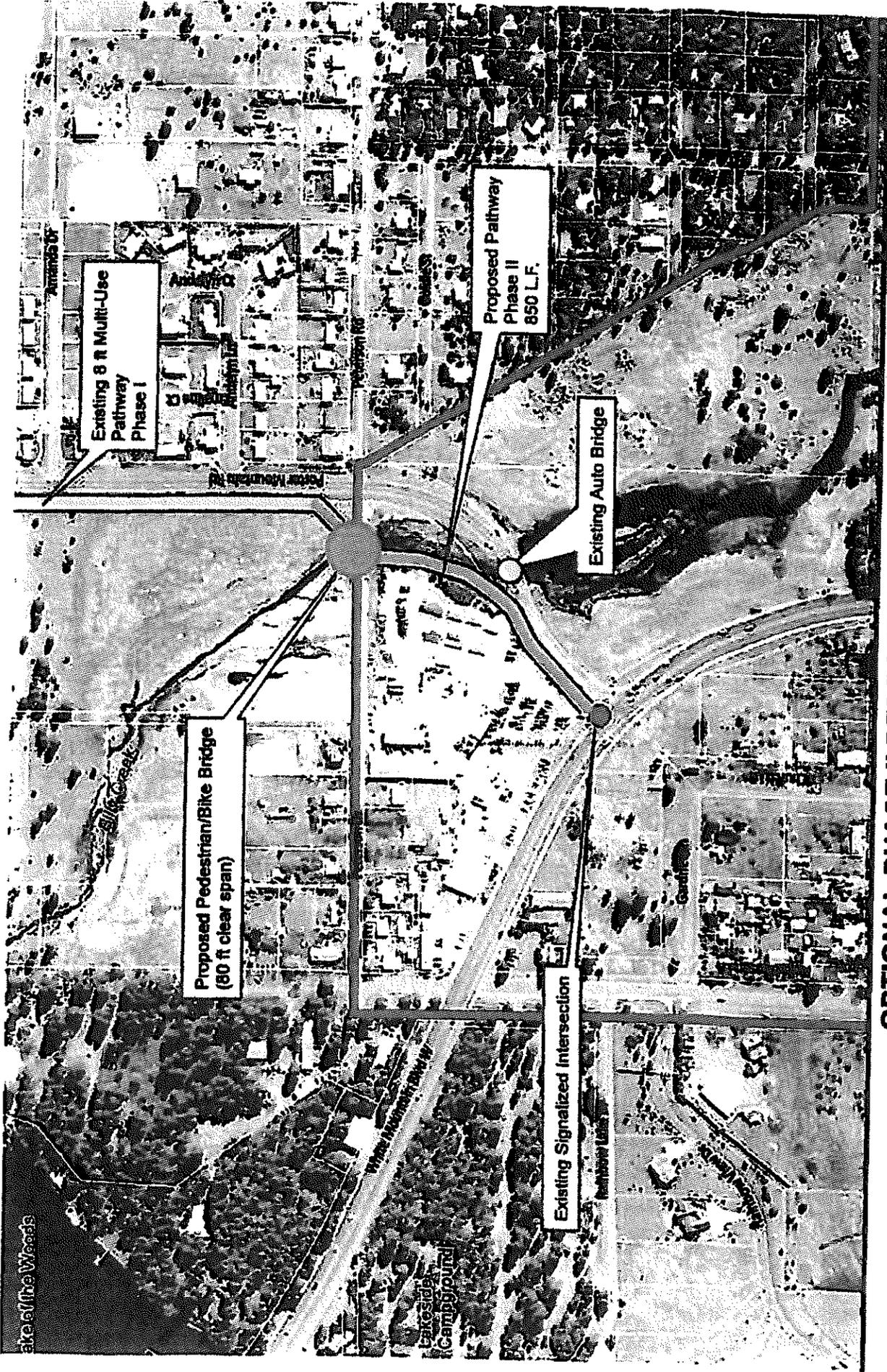
Dated this 10th day of September 2014.

PINETOP-LAKESIDE TOWN COUNCIL

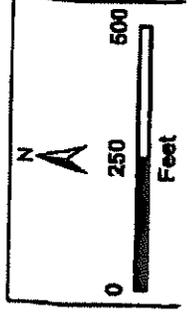
  
Leah Chavez, CMC, Town Clerk

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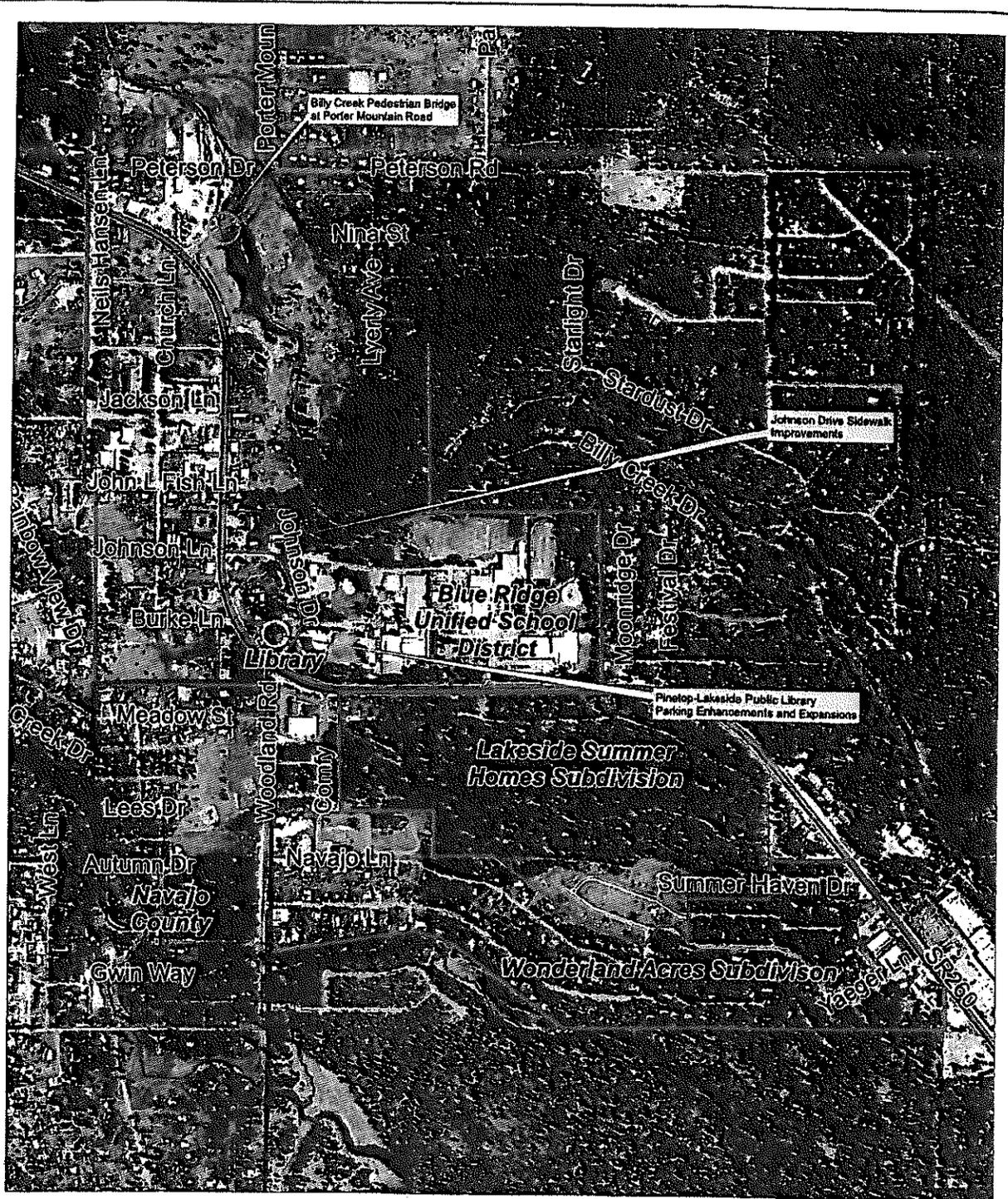
**AMERICANS WITH DISABILITIES ACT:** The Town of Pinetop-Lakeside intends to comply with the A.D.A. If you are disabled or physically challenged and need special accommodations to participate, please contact the Town Clerk at (928) 368-8696 ext. 223 at least 48 hours prior to the meeting.



# OPTIONAL PHASE II PEDESTRIAN IMPROVEMENTS TO PORTER MOUNTAIN ROAD



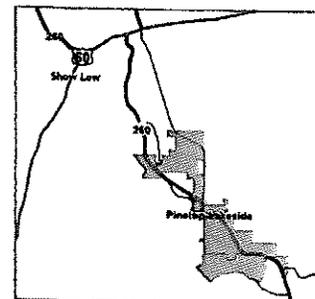
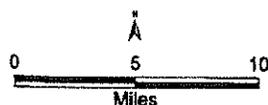
**PINETOP/LAKESIDE**  
Celebrate the Seasons



## Lakeside Village Redevelopment Area Project Potential

**Legend**

- Billy Creek
- Johnson Drive
- Pinetop-Lakeside Town Limits
- Streets
- Redevelopment Area
- Pinetop-Lakeside Public Library Parking Enhancements and Expansions Project
- Billy Creek Pedestrian Bridge at Porter Mountain Road Project



**TOWN OF PINETOP-LAKESIDE  
RESOLUTION NO. 14 -1322**

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA FINDING, PURSUANT TO THE REQUIREMENTS OF A.R.S. TITLE 36, CHAPTER 12, ARTICLE 3 THAT A REDEVELOPMENT AREA EXISTS IN THE MUNICIPALITY.**

**WHEREAS**, conditions are required for the local governing body of a municipality prior to the designation to aid in the prevention or elimination of slum or blight areas; and

**WHEREAS**, the Town Council adopted Resolution 99- 519 to designate a Redevelopment Area and Redevelopment Area Plan and Resolution 09-1090 to aid in the prevention or elimination of slum or blight pursuant to the above-referenced Arizona State Statute; and

**WHEREAS**, a predominance of residential, non-residential structures or public improvements within the boundaries of the area described by the map (Exhibit 1), and incorporated as part of this resolution meet the requirements as defined by A.R.S. Title 36, Chapter 12, Article 3; and

**WHEREAS**, diversity of ownership within the described area forestalls the assemblage of lots into parcel suitable for redevelopment; and

**WHEREAS**, the platting of said lots within the described map is minimal; and

**WHEREAS**, the combination of the above-mentioned factors causes the following effect:

1. Substantially impairs the economic growth of the central business are of the Town of Pinetop-Lakeside by negatively impacting the orderly expansion of the area and limits job opportunities in the area;
2. Discourages development of housing by preventing the redevelopment of beneficial and usable new units; and
3. Constitutes an economic and social liability and stifles redevelopment; and

**WHEREAS**, the objectives for the Redevelopment Area Plan include should be pursued through a wide variety of actions, including those described in Redevelopment planning document including:

1. Preserve and create an environment within the Redevelopment Area which contribute to health, safety and general welfare of the Town and preserve the value of properties to remain within, and adjacent to the area.
2. Eliminate or upgrade substandard and obsolete buildings, blighting influences, and deteriorated infrastructure including streets, roads, drainage and environmental deficiencies which detract from the functional unity, aesthetic appearance and economic welfare of this important section of the Town.
3. Address the substantial impairment of economic growth of the central business area of the Town of Pinetop-Lakeside that results from the negative impact of slum and blight areas on the orderly expansion of the area and limits job opportunities in the area;

**NOW, THEREFORE, BE IT RESOLVED THAT:**

**THAT,** The Mayor and Town Council of the Town of Pinetop-Lakeside finds that there are one or more slum or blighted areas in the Town of Pinetop-Lakeside; and

The Town of Pinetop-Lakeside finds that the slum or blight area exists in the area described as:

Bounded on the north by Peterson Drive; and  
Bounded on the east by Blue Ridge Unified School District Campus; and  
Bounded on the south by Apache Lane; and  
Bounded on the west by Niels Hansen Lane

**THAT,** the redevelopment of the above described area is necessary in the interest of the public, health, safety morals or welfare of the residents of the Town of Pinetop-Lakeside; and

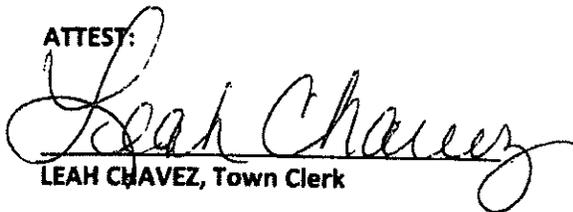
**THAT,** the attached map Lakeside Village Redevelopment Area Map (Figure 1) further identifies the area in need of redevelopment.

**PASSED AND ADOPTED** by the Mayor and Town Council of the Town of Pinetop-Lakeside, Arizona this 20<sup>th</sup> day of November, 2014.

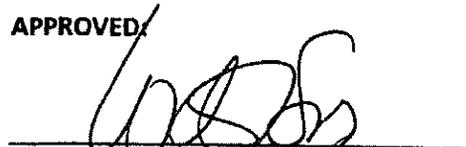
**TOWN OF PINETOP-LAKESIDE**

  
\_\_\_\_\_  
**ROGER WILLIAMS, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**LEAH CHAVEZ, Town Clerk**

**APPROVED:**

  
\_\_\_\_\_  
**WILLIAM J SIMS III, Town Attorney**

**MEMORANDUM**

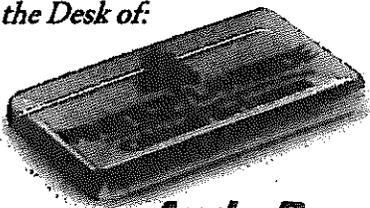
Page 1 of 5

**To:** Mary French-Jones, via EMAIL [mjones@pinetoplakesideaz.gov](mailto:mjones@pinetoplakesideaz.gov)  
**Copy:** Paul Esparza, via EMAIL [pesparza@pinetoplakesideaz.gov](mailto:pesparza@pinetoplakesideaz.gov)  
**Subject:** Condition of Pedestrianways and Stormwater Controls  
within Proposed Redevelopment Area  
**Date:** May 21, 2014

*MARY- During the week of 5/19/14 I conducted analysis of existing condition Stormwater Controls and Pedestrianways within the proposed Redevelopment Area. Attached pictures illustrate both existing service level and related deterioration that exists, resulting in need for constructed improvements. Following are engineering observations and recommendations:*

1. Stormwater Controls: Consisting of publically maintained constructed open channels, culverts, gutters, and catch basins, comprise approximately 86,000 linear feet within the proposed redevelopment area. Of that, it is determined that 41% of those facilities no longer fully function and require both design and construction resources to upgrade them to standard practice service levels.
2. Pedestrianways: There are various formerly constructed and user-made facilities within the area. Primary constructed facilities being used by pedestrians are Portland Cement Concrete defined by a raised curb, Asphaltic Concrete defined by a painted stripe, and Gravel Surface defined by containment curb. Constructed Pedestrianways comprise approximately 24,560 linear feet within the proposed redevelopment area. Of that, it is determined that 68% of those facilities no longer fully function and require both design and construction resources to upgrade them to standard practice service levels. Not included as pedestrianways in above analysis, but also facilities normally utilized by residents, are unsurfaced user-made trails and automobile travelways.
3. All existing pedestrianways and drainageways analyzed are understood to be located within public right-of-way. State Route 260 has the highest vehicular traffic volume and rate. The Town of Pinetop-Lakeside street containing the highest vehicular traffic volume is Woodland Road. Of these two significant vehicular routes, Woodland Road contains the most inconsistent and ill-defined pedestrianways.

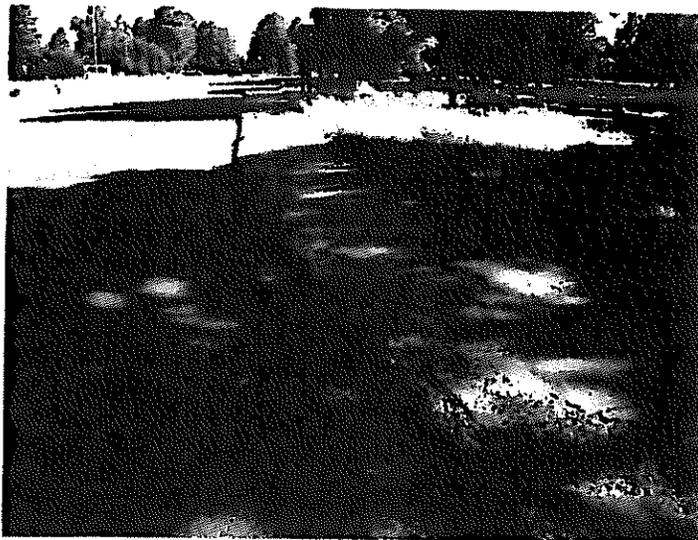
*From the Desk of:*



**Andy Romance**

958 S. Woodland Rd  
Lakeside, AZ

[aromance@pinetoplakesideaz.gov](mailto:aromance@pinetoplakesideaz.gov)



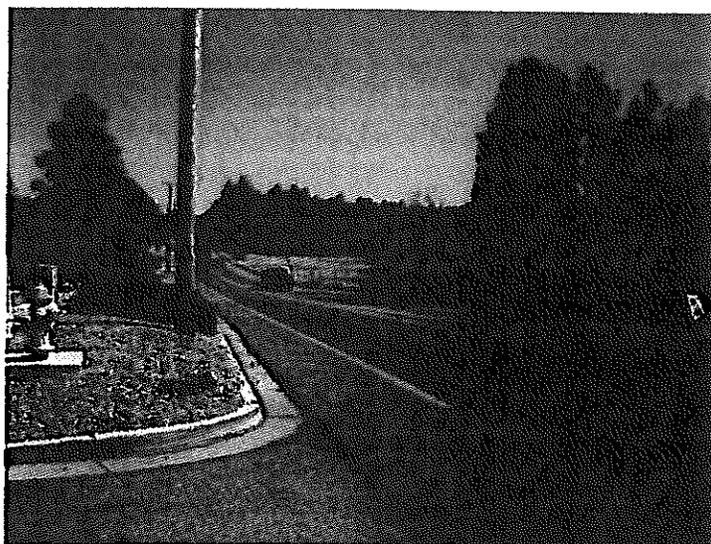
**Figure 1: Deteriorated Sidewalk, Curb, & Gutter**

- Observed use by bus stop patrons.
- Sidewalk Surface causes tripping hazard.



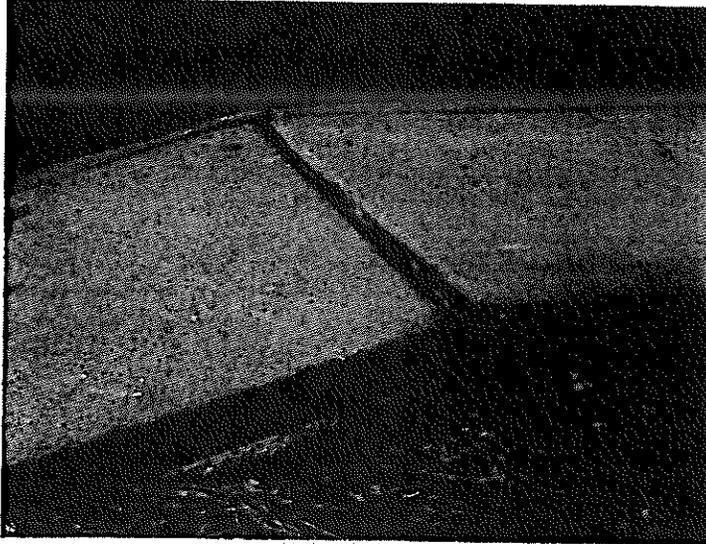
**Figure 2: Fully Dilapidated Sidewalk Surface**

- Observed use by school children.
- Sidewalk Surface causes tripping hazard.



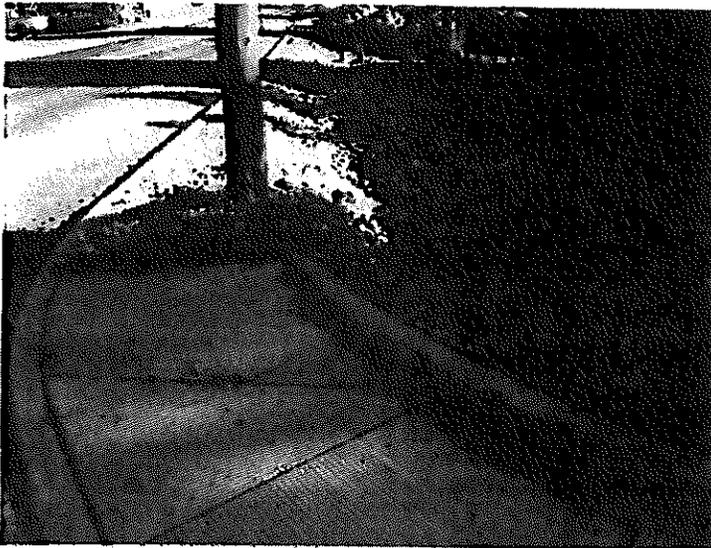
**Figure 3: Pedestrian Use of Designated Bike Travelway without Vehicular Barrier**

- Observed heavy use by various commuters, exercisers, etc.
- Physical separation of pedestrians from vehicles needed for safety and comfort.



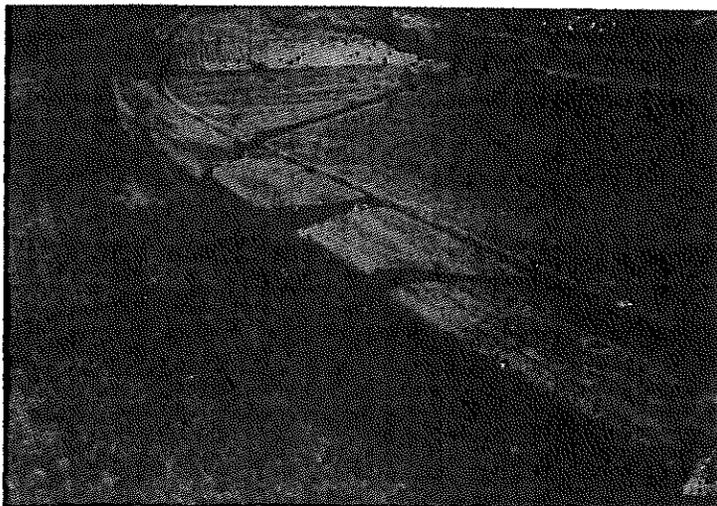
**Figure 4: Deteriorated Soil Base & Concrete Structure**

- Pedestrian tripping hazard.



**Figure 5: Pedestrian Conflicts**

- Pedestrian route obstructed by utilities.
- Pedestrian route obstructed by drainage channels.



**Figure 6: Non-Compliant Accessible Route.**

- Ramp texture below standard.
- Damaged concrete.

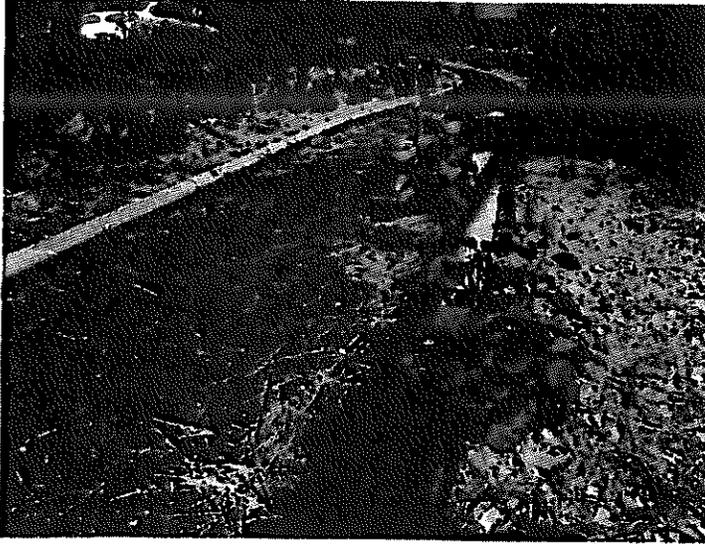


Figure 7: Pedestrian Obstructions

- Deteriorated surface causing new vegetation obstructions.



Figure 8: Deteriorated Surface & Structure

- Pedestrianway structure no longer adequately confines walking surface.

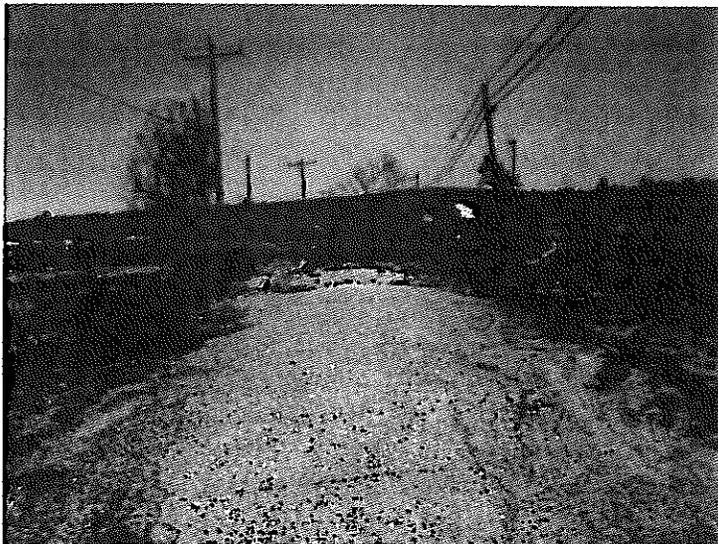


Figure 9: Deteriorated Travelway

- Stormwater overtops travelway causing deterioration.
- Drainage channel physically divides pedestrian route.

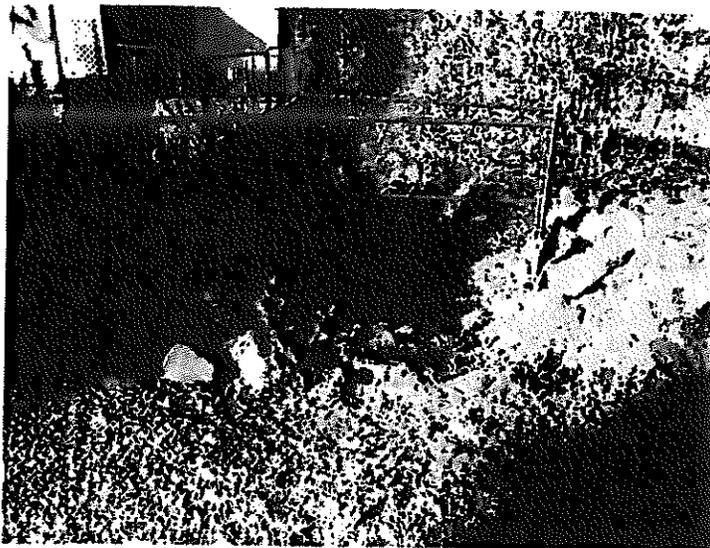


Figure 10: Drainageway Obstructions

- Free flow of significant constructed channel obstructed by fencing.
- Stormwater conveyance capacity reduced by vegetation overgrowth.
- Limited access for drainageway maintenance.

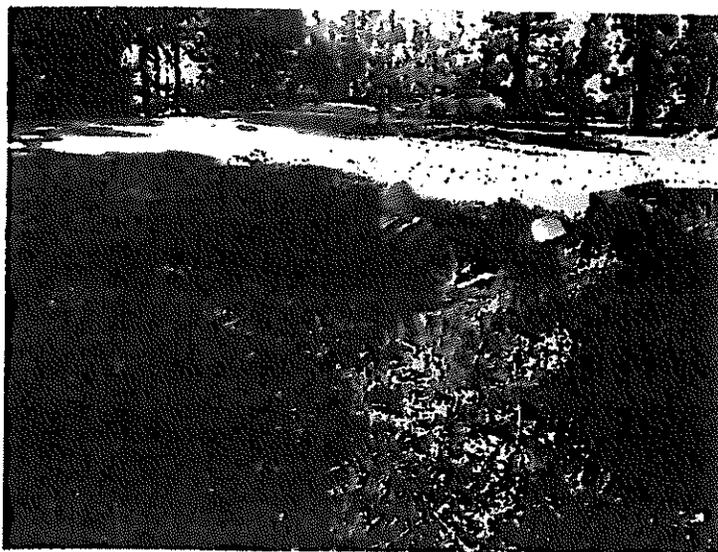
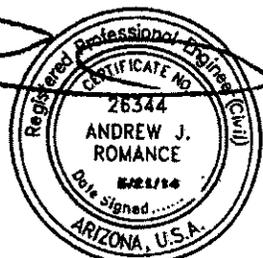


Figure 11: Ineffective Stormwater Facilities

- Damaged drainage conduit.
- Deteriorated inlet and outlet channel geometry.

Concluded, from an engineering perspective, is that existing stormwater and pedestrian facilities within proposed redevelopment area are mostly deteriorated, dilapidated, or out of compliance. The subject neighborhoods can realize significant improvement with design and construction of modern facilities. Due to highest local street activity, improving Woodland Road facilities may be first priority, to positively impact the greatest number of users.

Expires: 9/30/16

Attachment H  
**JANICE K. BREWER**  
Governor



**MICHAEL TRAILOR**  
Director

**STATE OF ARIZONA  
DEPARTMENT OF HOUSING**

1110 WEST WASHINGTON, SUITE 310  
PHOENIX, ARIZONA 85007

(602) 771-1000 WWW.AZHOUSING.GOV  
FAX: (602) 771-1002

## Memo

**To:** CAG, NACOG, SEAGO, WACOG and all State CDBG eligible recipients

**From:** Kathy Blodgett, CD&R Programs Administrator, ADOH

**CC:** CD&R Program Specialists, ADOH

**Date:** September 18, 2014

**Re:** Low-Mod Income Summary Data (LMISD) – Process beginning July 1, 2014

---

As you know, since the last census in 2010, HUD has been working through the process of how to obtain and provide LMISD to be used by the CDBG State and Small Cities Program for non-entitlements. A transition process was developed by HUD which determined which LMISD data was to be used for project funding obligated prior to July 1, 2014 and likewise the data to be used going forward for project funding obligated after July 1, 2014. These are 2 different data sets both available from HUD's website

HUD Issued CDP Notice 14-010 for States which caused confusion regarding the appropriate data set to download from their website and therefore they issued additional guidance to clarify which data to download from which HUD webpage is to be used going forward. HUD's additional guidance states:

**"July 2014**

**Additional Guidance on New Low/Moderate Income Summary Data:**

The new Low/Moderate Income Summary Data (LMISD) went into effect on July 1; on June 11, HUD issued two companion CPD Notices explaining the transition to using this new data. HUD has received numerous questions about the transition to the use of new data, so we are providing the following additional guidance in response to some of the most frequently-asked questions:

- The most common problem is that some grantee and field staff have been looking for LMISD in all the wrong places! The new data, based on the 2006-2010 ACS data, is available

on HUD's website at: <https://www.onecpd.info/manage-a-program/acs-low-mod-summary-data-block-groups-places>.

The new data is not housed in the same place as the prior, 2000 Census-based data.

- The prior, 2000 Census-based data is on HUD's website at: <http://www.hud.gov/offices/cpd/systems/census/lowmod/>. Some users have been confused by this site because it contains data titled "FY 2014 Participations". That is not the new 2006-2010 ACS-based LMISD. The prior data set will be retained and will remain available, as it is still valid for activities for which funds were obligated prior to July 1, 2014. The 2000 Census-derived LMISD has been updated every year, to account for brand new entitlement grantees, annexations, incorporations, and local governments joining or dropping out of urban counties. (FY 2014 is no exception.) The base data is still derived from the 2000 Census; the percentages for any given census tract or block group have not been recalculated. What changes every year is what jurisdiction those census tracts/block groups (and their data) is associated with.

- Both the 2006-2010 ACS-derived LMISD and the prior 2000 Census-derived LMISD are available for grantee use in IDIS – again, because the prior data still applies to activities for which funds were obligated prior to 7/1/14...."

A copy of the most current LMISD for local governments has been included with this memo.

You will notice as you review the data that for many of our communities and counties, the percentage of Low-Mod Income has dropped significantly. Sometimes by even 20-30% and therefore, they no longer meet the 51% Low-Mod Income requirement. ADOH does not have information as to why this occurred and there is no guidance from HUD, the US Census or American Community Survey available to explain how these figures occurred.

For 2014 project applications with a Low Mod Income Area benefit that do not have a fully executed contract, there is a possibility that an income survey will be necessary in order to qualify your project as LMA eligible. Projects that meet a direct benefit (i.e. housing rehabilitation, public services, limited clientele [Sr Centers, DV Shelters, Centers for the Disabled]) or Slum/Blight projects would not be subject to an income survey. Some FY2014 applicants have already completed Income Surveys and would not need to complete a new one at this time.

Please contact your CD&R Program Specialist to assist you with determining whether your LMA project will require an Income Survey as soon as possible as this may affect your ability to complete the project in your FY2014 Application.

# Blue Ridge Unified School District #32

## Student Eligibility Report

2/25/14

Buildings	Total	Student Eligibility			Eligibility by Application Type						
		Free #	%	Reduced #	%	Full #	%	F & R Apps	Direct Certified	Denied Apps	Temp Apps
Blue Ridge Elementary School	644	358	56%	40	6%	246	38%	182	216	18	0
Blue Ridge High School	720	259	36%	51	7%	410	57%	147	163	15	0
Blue Ridge Junior High School	369	189	51%	30	8%	150	41%	104	115	11	0
Blue Ridge Middle School	465	238	51%	46	10%	181	39%	137	147	9	0
<b>Total</b>	<b>2,198</b>	<b>1044</b>	<b>47%</b>	<b>167</b>	<b>8%</b>	<b>987</b>	<b>45%</b>	<b>570</b>	<b>641</b>	<b>53</b>	<b>0</b>

\*\* Totals may vary based on Mid-Day Eligibility Changes

Results	Application Totals						
	Income	Foster	Case #	Homeless	Per Admin.	Migrant	Runaway
Free Applications:	134	3	77	22	4	0	0
Reduced Applications:	88	0	0	0	0	0	0
Denied Applications:	31	0	0	0	0	0	0
<b>Total Applications:</b>	<b>253</b>	<b>3</b>	<b>77</b>	<b>22</b>	<b>4</b>	<b>0</b>	<b>0</b>

Eligibility	Student Eligibility Totals Based on Applications							
	Income	Foster	Case #	Homeless	Per Admin.	Direct Cert.	Migrant	Runaway
Free:	230	5	122	35	11	641	0	0
Reduced:	167	0	0	0	0	0	0	0
Denied:	53	0	0	0	0	0	0	0



**PINETOP-LAKESIDE TOWN COUNCIL  
NOTICE OF REGULAR MEETING AND AGENDA  
THURSDAY, OCTOBER 16, 2014**

Pursuant to Arizona Revised Statutes Section 38-431.02, notice is hereby given to the members of the Pinetop-Lakeside Town Council and to the general public that the Council will hold a meeting open to the public on Thursday, October 16, 2014, beginning at 6:00 p.m. in the Pinetop-Lakeside Town Council Chambers located at 1360 N. Niels Hansen Lane, Pinetop-Lakeside, Arizona.

Members of the Pinetop-Lakeside Town Council will attend either in person or by telephone conference call or other technologic means.

**AGENDA:**

1. Call to order, roll call and ascertain quorum.
2. Pledge of Allegiance, Invocation and Mayors Welcome.
3. Call to the Public. This is a business meeting of the Town Council. The Town values and welcomes public input. Please address the Council as a whole and not individual Council Members. Do not address staff or members of the audience. Council action on items brought up in Call to the Public is limited by the Open Meeting Law. The Council may direct staff to study the matter and reschedule for further consideration at a later date. Items on the agenda will not be heard or discussed in Call to the Public. Individuals are limited to three (3) minutes.
4. Current Events:
  - A. Department Updates.
  - B. Current Events by the Town Manager.
  - C. Current Events and Town Council Reports on all Council Appointed Committees, Community Organizations and Affiliates.
  - D. Recent and/or Upcoming Town Events and Activities.
  - E. Future Agenda Items.
5. Consent Agenda:
  - A. Action Minutes of the Regular Meeting held on October 4, 2014;
  - B. The Check Register for the month of September 2014;
  - C. Permission to authorize Leah Chavez, Town Clerk, to correct the numbering of Ordinance No. 14-1314 adopted at the June 19, 2014 Regular Town Council Meeting to Ordinance No. 14-383.
  - \*D. Liquor License Application for Sakura Buffet.

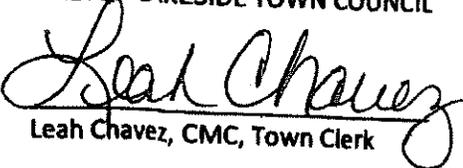
\*(This is a Public Hearing item. Any member of the public may ask to pull this item from the Consent Agenda.)

6. Recognition of Les Warren, Officer of the Year, by the Elks Lodge.
7. Recognition of Andrew Romance, Interim Town Manager, Town Engineer and Public Works Director for duties performed as Interim Town Manager.
8. Presentation of Clean Business Award to Lake of the Woods Resort, by the Peoples' Vision Committee.
9. Mayor's Proclamation of The League of Arizona Cities and Towns declaring October 19-25 as Arizona Cities and Towns Week.
10. Discussion/Information/Legal Action re: Council Decision Request regarding a 60 day extension to the Contract for Temporary Arizona Municipal Finance Services with Barbara Ashley.
11. Discussion/Information/Legal Action re: Notice to Council to announce Project Potential for FY 2015 Regional Account Funds and FY 2015/2016 State Special Project Funds to Navajo County CDBG.
12. Discussion/Information/Legal Action re: Council Decision Request regarding funding the Town of Pinetop-Lakeside's portion of \$20,237.80 for the purchase of 5 new buses for the 4 Seasons and White Mountain Connection.

The Town Council may vote to hold an executive session for the purpose of obtaining legal advice from the Town Attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

Dated this 10th day of September 2014.

PINETOP-LAKESIDE TOWN COUNCIL

  
Leah Chavez, CMC, Town Clerk

A copy of agenda background material provided to Council Members, with the exception of material relating to possible executive sessions, is available for public inspection at the Town Clerk's Office, 1360 N. Niels Hansen Lane, Monday-Friday, 8:00 a.m. - 5:00 p.m.

**AMERICANS WITH DISABILITIES ACT:** The Town of Pinetop-Lakeside intends to comply with the A.D.A. If you are disabled or physically challenged and need special accommodations to participate, please contact the Town Clerk at (928) 368-8696 ext. 223 at least 48 hours prior to the meeting.

**ACTION MINUTES OF THE  
REGULAR MEETING OF THE TOWN COUNCIL  
OCTOBER 16, 2014**

The Pinetop-Lakeside Town Council held a Regular Meeting on Thursday October 16, 2014, at 6:00 p.m. in the Pinetop-Lakeside Council Chambers located at 1360 N. Niels Hansen Lane, Pinetop-Lakeside, Arizona.

Mayor Williams called the meeting to order at 5:59 p.m.

Roll call was taken as follows:

ROLL CALL:	PRESENT	ABSENT	PRESENT	ABSENT
Mayor Roger Williams	_X_	_____	Patrick Place	_X_
Vice Mayor Vanesian	_____	_X_	Chris Cannon	_____
Greg Smith	_X_	_____	Leslee Wessel	_X_
Stephanie Irwin	_X_	_____		_____

**STAFF PRESENT:**

Evelyn Racette, Town Manager; Leah Chavez, Town Clerk; Chief Ron Wheeler, Pinetop-Lakeside Police Chief; Jeff Collins, Library Director; Paul Esparza, Community Development Director; Barbara Ashley, Interim Finance Director.

**ITEM NO. 5. CONSENT AGENDA:**

The Consent Agenda consisted of the Action Minutes of the Regular Town Council Meeting held on October 4, 2014; the Check Register for the month of September 2014; Permission to authorize Leah Chavez, Town Clerk, to correct the numbering of Ordinance No. 14-1314 adopted at the June 19, 2014 Regular Town Council Meeting to Ordinance No. 14-383; and a Liquor License Application for Sakura Buffet.

**COUNCILMEMBER IRWIN MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. COUNCILMEMBER PLACE SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 10. COUNCIL DECISION REQUEST REGARDING A 60 DAY EXTENSION TO THE CONTRACT FOR TEMPORARY ARIZONA MUNICIPAL FINANCE SERVICES WITH BARBARA ASHLEY:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE THE 60 DAY EXTENSION TO THE CONTRACT FOR TEMPORARY ARIZONA MUNICIPAL FINANCE SERVICES WITH BARBARA ASHLEY. COUNCILMEMBER SMITH SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 11. NOTICE TO COUNCIL TO ANNOUNCE PROJECT POTENTIAL FOR FY 2015 REGIONAL ACCOUNT FUNDS AND FY 2015/2016 STATE SPECIAL PROJECT FUNDS TO NAVAJO COUNTY CDBG:**

**COUNCILMEMBER PLACE MOVED TO DIRECT STAFF TO ANNOUNCE THE BILLY CREEK PEDESTRIAN BRIDGE AT PORTER MOUNTAIN ROAD PROJECT; PINETOP-LAKESIDE PUBLIC LIBRARY PARKING**

**ENHANCEMENTS AND EXPANSION PROJECT TO NAVAJO COUNTY FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS PROJECT POTENTIAL CONSIDERATION. COUNCILMEMBER WESSEL SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

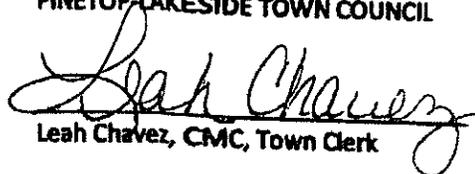
**ITEM NO. 12, COUNCIL DECISION REQUEST REGARDING FUNDING THE TOWN OF PINETOP-LAKESIDE'S PORTION OF \$20,237.80 FOR THE PURCHASE OF 5 NEW BUSES FOR THE 4 SEASONS AND WHITE MOUNTAIN CONNECTION:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE THE PAYMENT OF THE NEW BUSES TO THE CITY OF SHOW LOW, WITH THE CITY OF SHOW LOW FRONTING THE CONTRIBUTION AND AMORTIZING THE \$20,237.80 OVER A 6-12 MONTH TERM. COUNCILMEMBER IRWIN SECONDED THE MOTION AND IT FAILED 2-3 WITH MAYOR WILLIAMS, COUNCILMEMBER SMITH AND COUNCILMEMBER PLACE OPPOSED.**

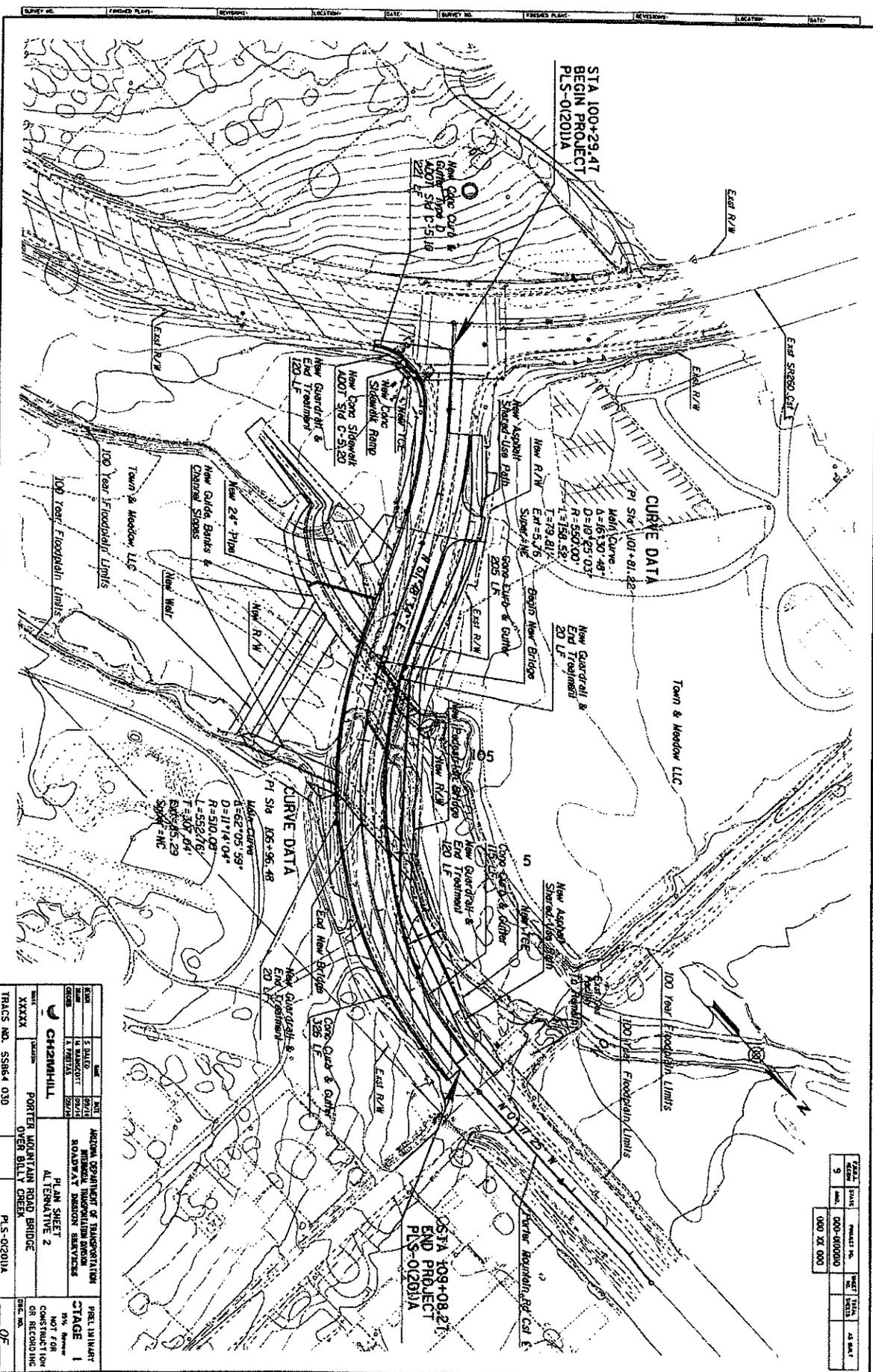
The Meeting Adjourned at 7:33 p.m.

Dated this 20<sup>th</sup> day of October 2014.

PINETOP LAKESIDE TOWN COUNCIL

  
Leah Chavez, CMC, Town Clerk

**Appendix B. Alternative 2 Plans**



STA 100+29.47  
 BEGIN PROJECT  
 PLS-01201A

**CURVE DATA**  
 PI Sta 101+61.82  
 Max Curve  
 Δ=16°30'40"  
 D=10'25'03"  
 R=550'00"  
 L=159.52'  
 E1=5.75'  
 T=79.81'  
 Superelev  
 205 LF

**CURVE DATA**  
 PI Sta 105+96.48  
 Max Curve  
 Δ=62°05'59"  
 D=11'14'04"  
 R=510'00"  
 L=552.76'  
 T=307.06'  
 E1=85.29'  
 Superelev  
 20 LF

STA 109+08.21  
 END PROJECT  
 PLS-01201A

DATE	BY	REVISION
10/20/2011	CHZHILL	100-000000
10/20/2011	CHZHILL	100-000000

DATE	BY	REVISION
10/20/2011	CHZHILL	100-000000
10/20/2011	CHZHILL	100-000000

CHZHILL  
 PORTER MOUNTAIN ROAD BRIDGE  
 ALTERNATIVE 2  
 PLAN SHEET  
 OTHER BUILT CHECK

PREPARED BY: JACOB DEPARTMENT OF TRANSPORTATION  
 REVIEWED BY: RICHARD HANCOCK  
 ROADWAY DESIGN DIVISION  
 ROADWAY DESIGN SERVICES

DATE: 10/20/2011  
 TIME: 10:00 AM  
 PROJECT NO: 100-000000  
 SHEET NO: 100-000000  
 TOTAL SHEETS: 100-000000

DATE: 10/20/2011  
 TIME: 10:00 AM  
 PROJECT NO: 100-000000  
 SHEET NO: 100-000000  
 TOTAL SHEETS: 100-000000



**Appendix C. Service Involvement Sheet**

Project No. HPP-PLS-0(201)A  
 TRACS No. 0000-NA-PLS-SS864 03D  
 Porter Mountain Road Bridge over Billy Creek  
 Service Involvement Sheet

	Field Review	Contact	Service Involvement	Significant	Minimum	None	Unknown	Comments
Globe District		X		X				Design Review, Construction Engineering & Administration
Statewide Project Management	X	X		X				PM ensures compliance with Project Development Process, consultant design
Right-of-Way					X			Prepare Right-of-Way Clearance
Utility & Railroad					X			Prepare Utility Clearance
Environmental Planning				X				Review Environmental Documentation and clearance letter
Roadway Design Section				X				Review Roadway Plan
Traffic Design Section				X				Review Traffic and Maintenance of Traffic Plans
Regional Traffic Engineering				X				Design Review
Drainage Section				X				Design Review
Bridge Section		X		X				Design Review
Pavement Design					X			Materials Design Report and Pavement Design Summary - Consultant Design
Geotech Section					X			Design Review
Roadside Development					X			Review SWPPP requirements, seeding/landscape - Consultant Design
Photogrammetry & Mapping						X		
Survey						X		
Contracts & Specifications				X				Review PS&E, prepare advertisement package
FHWA					X			Environmental Clearance Approval
Town of Pinetop-Lakeside	X	X		X				Coordination

## Alternative 1 Itemized Cost Estimate

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
2010011	CLEARING AND GRUBBING	ACRE	1.5	\$3,000.00	\$4,500.00
2020036	REMOVAL OF ASPHALTIC CONCRETE PAVEMENT	SQ.YD.	3235	\$5.00	\$16,175.00
2030301	ROADWAY EXCAVATION	CU.YD.	1570	\$17.00	\$26,690.00
3030022	AGGREGATE BASE, CLASS 2	CU.YD.	1,450	\$50.00	\$72,500.00
4040002	ASPHALT CEMENT	TON	71	\$800.00	\$56,800.00
4040111	BITUMINOUS TACK COAT	TON	3	\$700.00	\$2,100.00
4040116	APPLY BITUMINOUS TACK COAT	HOUR	6	\$120.00	\$720.00
4160002	ASPHALTIC CONCRETE EP (3/4")	TON	1426	\$50.00	\$71,300.00
4160031	MINERAL ADMIXTURE	TON	16	\$90.00	\$1,440.00
501XXXX	CHANNEL WORK	L. SUM	1	\$195,904.00	\$195,904.00
501XXXX	CONCRETE BOX CULVERT	L. SUM	1	\$818,482.00	\$818,482.00
601XXXX	ROADWAY BRIDGE WIDENING	L. SUM	1	\$315,000.00	\$315,000.00
601XXXX	PEDESTRIAN BRIDGE & PATH	L. SUM	1	\$213,675.00	\$213,675.00
6070055	SIGN POST (PERFORATED) (2 1/2" S)	L.FT.	80	\$15.00	\$1,200.00
6070060	FOUNDATION FOR SIGN POST	EACH	6	\$100.00	\$600.00
701XXXX	MAINTENANCE AND PROTECTION OF TRAFFIC (12%)	L. SUM	1	\$222,999.12	\$222,999.12
7090001	DUAL COMPONENT PAVEMENT MARKING (WHITE EPOXY)	L.FT.	1,340	\$0.25	\$335.00
7090002	DUAL COMPONENT PAVEMENT MARKING (YELLOW EPOXY)	L.FT.	2,200	\$0.25	\$550.00
7330620	RELOCATE TRAFFIC SIGNAL	L. SUM	1	\$10,000.00	\$10,000.00
8050003	SEEDING (CLASS II)	ACRE	1.5	\$3,250.00	\$4,875.00
810XXXX	EROSION CONTROL AND POLLUTION PREVENTION (4%)	L. SUM	1	\$74,333.04	\$74,333.04
9010001	MOBILIZATION (10%)	L. SUM	1	\$185,832.60	\$185,832.60
9050001	GUARD RAIL, W-BEAM, SINGLE FACE	L.FT.	300	\$20.00	\$6,000.00
9050026	GUARD RAIL TERMINAL (TANGENT TYPE)	EACH	4	\$2,500.00	\$10,000.00
9080101	CONCRETE CURB AND GUTTER, TYPE A (MAG DET. 220)	L.FT.	830	\$25.00	\$20,750.00
9080241	CONCRETE SIDEWALK (MAG DET. 230 & 231)	SQ.FT.	1,073	\$10.00	\$10,730.00
9080296	CONCRETE SIDEWALK RAMP	EACH	1	\$2,500.00	\$2,500.00
	<b>SUBTOTAL</b>				<b>\$2,345,990.76</b>
9240170	CONTRACTOR QUALITY CONTROL	L. SUM	1	2%	\$46,919.82
9250001	CONSTRUCTION SURVEYING AND LAYOUT	L. SUM	1	3%	\$70,379.72
	MISCELLANEOUS ITEMS YET TO BE DETERMINED	L. SUM	1	10%	\$234,599.08
	<b>SUBTOTAL</b>				<b>\$2,697,889.37</b>
	DESIGN CONTINGENCY			5%	\$117,299.54
	CONSTRUCTION ENGINEERING			15%	\$351,898.61
	CONSTRUCTION CONTINGENCY			5%	\$117,299.54
	INDIRECT COST ALLOCATION			5.19%	\$121,756.92
	<b>TOTAL PROJECT COST</b>				<b>\$3,406,143.98</b>

## Alternative 1 Path Itemized Cost Estimate

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
2010011	CLEARING AND GRUBBING	ACRE	0.5	\$3,000.00	\$1,500.00
2030301	ROADWAY EXCAVATION	CU.YD.	220	\$17.00	\$3,740.00
3030022	AGGREGATE BASE, CLASS 2	CU.YD.	146	\$50.00	\$7,300.00
4040002	ASPHALT CEMENT (PG 64-28 TR+ FOR CHIP SEAL)	TON	5.0	\$800.00	\$4,000.00
4040111	BITUMINOUS TACK COAT	TON	1.0	\$700.00	\$700.00
4040116	APPLY BITUMINOUS TACK COAT	HOUR	0.5	\$120.00	\$60.00
4160002	ASPHALTIC CONCRETE EP (3/4")	TON	96	\$50.00	\$4,800.00
4160031	MINERAL ADMIXTURE	TON	1.0	\$90.00	\$90.00
601XXXX	PEDESTRIAN BRIDGE	L. SUM	1	\$140,000.00	\$140,000.00
6110202	METAL HANDRAIL (DETAIL F)	L.FT.	300	\$35.00	\$10,500.00
701XXXX	MAINTENANCE AND PROTECTION OF TRAFFIC (10%)	L. SUM	1	\$16,400.00	\$16,400.00
8050003	SEEDING (CLASS II)	ACRE	0.5	\$3,250.00	\$1,625.00
810XXXX	EROSION CONTROL AND POLLUTION PREVENTION (4%)	L. SUM	1	\$6,560.00	\$6,560.00
9010001	MOBILIZATION (10%)	L. SUM	1	\$16,400.00	\$16,400.00
	<b>SUBTOTAL</b>				<b>\$213,675.00</b>
9240170	CONTRACTOR QUALITY CONTROL	L. SUM	1	2%	\$4,273.50
9250001	CONSTRUCTION SURVEYING AND LAYOUT	L. SUM	1	3%	\$6,410.25
	MISCELLANEOUS ITEMS YET TO BE DETERMINED	L. SUM	1	10%	\$21,367.50
	<b>SUBTOTAL</b>				<b>\$245,726.25</b>
	DESIGN CONTINGENCY			5%	\$10,683.75
	CONSTRUCTION ENGINEERING			15%	\$32,051.25
	CONSTRUCTION CONTINGENCY			5%	\$10,683.75
	INDIRECT COST ALLOCATION			5.19%	\$11,089.73
	<b>TOTAL PROJECT COST</b>				<b>\$310,234.73</b>

## Appendix D. Itemized Cost Estimate

## Alternative 2 Itemized Cost Estimate

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
2010011	CLEARING AND GRUBBING	ACRE	2	\$3,000.00	\$4,500.00
2020036	REMOVAL OF ASPHALTIC CONCRETE PAVEMENT	SQ.YD.	2850	\$5.00	\$14,250.00
2030301	ROADWAY EXCAVATION	CU.YD.	1200	\$17.00	\$20,400.00
3030022	AGGREGATE BASE, CLASS 2	CU.YD.	953	\$50.00	\$47,650.00
4040002	ASPHALT CEMENT (PG 64-28 TR+ FOR CHIP SEAL)	TON	47	\$800.00	\$37,600.00
4040111	BITUMINOUS TACK COAT	TON	2	\$700.00	\$1,400.00
4040116	APPLY BITUMINOUS TACK COAT	HOUR	4	\$120.00	\$480.00
4160002	ASPHALTIC CONCRETE EP (3/4")	TON	939	\$50.00	\$46,950.00
4160031	MINERAL ADMIXTURE	TON	11	\$90.00	\$990.00
501XXXX	CHANNEL WORK	L. SUM	1	\$264,808.00	\$264,808.00
501XXXX	WEIR	L. SUM	1	\$148,856.00	\$148,856.00
601XXXX	ROADWAY BRIDGE	L. SUM	1	\$1,400,000.00	\$1,400,000.00
601XXXX	PEDESTRIAN BRIDGE AND PATH	L. SUM	1	\$633,865.00	\$633,865.00
6070055	SIGN POST (PERFORATED) (21/2" S)	L.FT.	80	\$15.00	\$1,200.00
6070060	FOUNDATION FOR SIGN POST	EACH	6	\$100.00	\$600.00
701XXXX	MAINTENANCE AND PROTECTION OF TRAFFIC (12%)	L. SUM	1	\$305,490.36	\$305,490.36
7090001	DUAL COMPONENT PAVEMENT MARKING (WHITE EPOXY)	L.FT.	1,340	\$0.25	\$335.00
7090002	DUAL COMPONENT PAVEMENT MARKING (YELLOW EPOXY)	L.FT.	2,200	\$0.25	\$550.00
7330620	RELOCATE TRAFFIC SIGNALS	L. SUM	1	\$10,000.00	\$10,000.00
8050003	SEEDING (CLASS II)	ACRE	2	\$3,250.00	\$6,500.00
810XXXX	EROSION CONTROL AND POLLUTION PREVENTION (4%)	L. SUM	1	\$101,830.12	\$101,830.12
9010001	MOBILIZATION (10%)	L. SUM	1	\$254,575.30	\$254,575.30
9050001	GUARD RAIL, W-BEAM, SINGLE FACE	L.FT.	300	\$20.00	\$6,000.00
9050026	GUARD RAIL TERMINAL (TANGENT TYPE)	EACH	4	\$2,500.00	\$10,000.00
9080101	CONCRETE CURB AND GUTTER, TYPE A (MAG DET. 220)	L.FT.	867	\$25.00	\$21,675.00
9080241	CONCRETE SIDEWALK (MAG DET. 230 & 231)	SQ.FT.	1,350	\$10.00	\$13,500.00
9080296	CONCRETE SIDEWALK RAMP	EACH	1	\$2,500.00	\$2,500.00
	<b>SUBTOTAL</b>				<b>\$3,356,504.78</b>
9240170	CONTRACTOR QUALITY CONTROL	L. SUM	1	2%	\$67,130.10
9250001	CONSTRUCTION SURVEYING AND LAYOUT	L. SUM	1	3%	\$100,695.14
	MISCELLANEOUS ITEMS YET TO BE DETERMINED	L. SUM	1	10%	\$335,650.48
	<b>SUBTOTAL</b>				<b>\$3,859,980.50</b>
	DESIGN CONTINGENCY			5%	\$167,825.24
	CONSTRUCTION ENGINEERING			15%	\$503,476.72
	CONSTRUCTION CONTINGENCY			5%	\$167,825.24
	INDIRECT COST ALLOCATION			5.18%	\$174,202.60
	<b>TOTAL PROJECT COST</b>				<b>\$4,873,309.29</b>

## Alternative 2 Path Itemized Cost Estimate

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
2010011	CLEARING AND GRUBBING	ACRE	0.5	\$3,000.00	\$1,500.00
2030301	ROADWAY EXCAVATION	CU.YD.	190	\$17.00	\$3,230.00
3030022	AGGREGATE BASE, CLASS 2	CU.YD.	112	\$50.00	\$5,600.00
4040002	ASPHALT CEMENT (PG 64-28 TR+ FOR CHIP SEAL)	TON	4	\$800.00	\$3,200.00
4040111	BITUMINOUS TACK COAT	TON	0.5	\$700.00	\$350.00
4040116	APPLY BITUMINOUS TACK COAT	HOUR	0.5	\$120.00	\$60.00
4160002	ASPHALTIC CONCRETE EP (3/4")	TON	74	\$90.00	\$6,660.00
4160031	MINERAL ADMIXTURE	TON	1.0	\$90.00	\$90.00
601XXXX	PEDESTRIAN BRIDGE	L. SUM	1	\$500,000.00	\$500,000.00
6110202	METAL HANDRAIL (DETAIL F)	L.FT.	400	\$35.00	\$14,000.00
701XXXX	MAINTENANCE AND PROTECTION OF TRAFFIC (5%)	L. SUM	1	\$26,450.00	\$26,450.00
8050003	SEEDING (CLASS II)	ACRE	0.5	\$3,250.00	\$1,625.00
810XXXX	EROSION CONTROL AND POLLUTION PREVENTION (4%)	L. SUM	1	\$21,160.00	\$21,160.00
9010001	MOBILIZATION	L. SUM	1	\$52,900.00	\$52,900.00
	<b>SUBTOTAL</b>				<b>\$633,865.00</b>
9240170	CONTRACTOR QUALITY CONTROL	L. SUM	1	2%	\$12,677.30
9250001	CONSTRUCTION SURVEYING AND LAYOUT	L. SUM	1	3%	\$19,015.95
	MISCELLANEOUS ITEMS YET TO BE DETERMINED	L. SUM	1	10%	\$63,386.50
	<b>SUBTOTAL</b>				<b>\$728,944.75</b>
	DESIGN CONTINGENCY			5%	\$36,447.24
	CONSTRUCTION ENGINEERING			15%	\$109,341.71
	CONSTRUCTION CONTINGENCY			5%	\$36,447.24
	INDIRECT COST ALLOCATION			5.18%	\$37,832.23
	<b>TOTAL PROJECT COST</b>				<b>\$949,013.17</b>

**Appendix E. FEMA Flood Insurance Rating Map**

The flood insurance study report for this jurisdiction  
 is available in this community, contact your insurance  
 agent at 1-800-638-6620.



MAP SCALE 1" = 1/4 MI

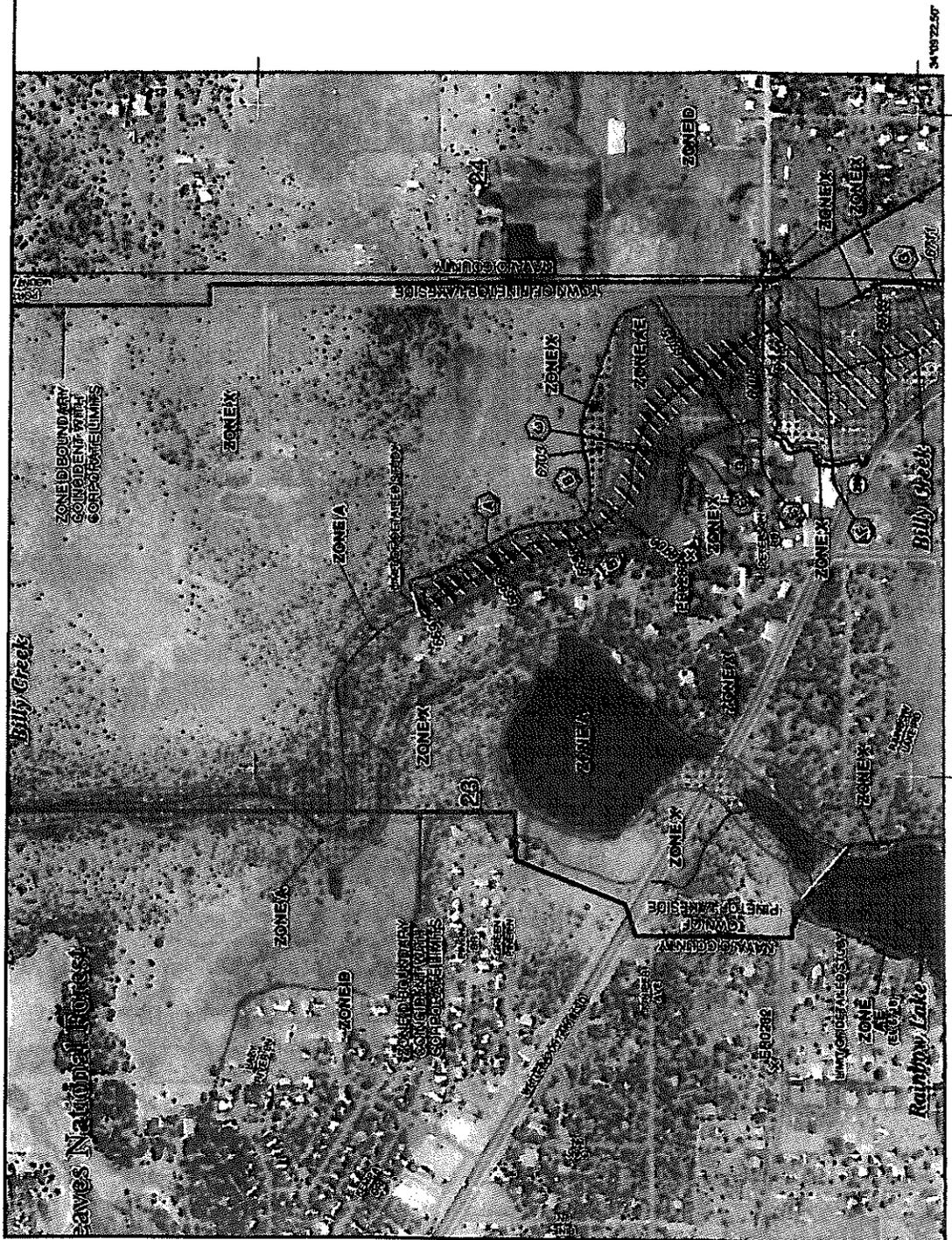
PANEL 4738E  
**FIRM**  
 FLOOD INSURANCE RATE MAP  
 NAVAJO COUNTY,  
 ARIZONA  
 AND INCORPORATED AREAS

PANEL 4738 OF 5238  
 RATE MAP INDEX FOR FULL PANEL LAYOUT  
 COMMUNITY NUMBER 24272  
 NAVAJO COUNTY  
 FEDERAL EMERGENCY MANAGEMENT AGENCY



MAP NUMBER  
 4738E  
 EFFECTIVE DATE  
 SEPTEMBER 29, 2005  
 Federal Emergency Management Agency

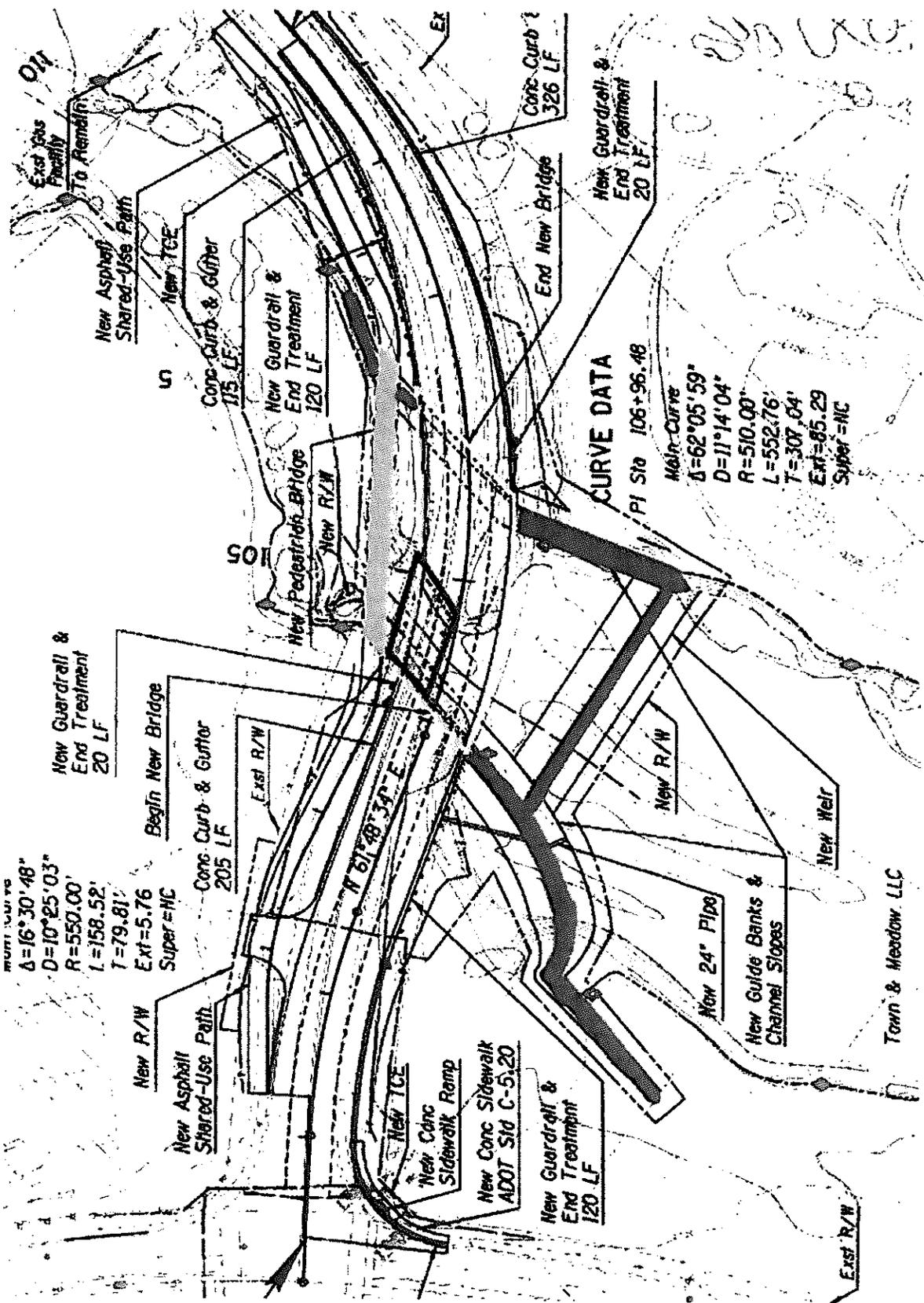
This is an official copy of a product of the above referenced flood study. It  
 was prepared using FIRM Online. This map does not reflect changes  
 made to the original map since the date of the original map. For more information  
 on the FIRM Online system, please visit the FEMA website at [www.fema.gov](http://www.fema.gov).  
 For the most current information please refer to the original map.  
 Program & Flood Study Report, the FEMA Flood Map 8 from all Flood Maps 8.



100' 00" 07.50"

JOINS PANEL 4738





MAIN CURVE  
 $\Delta = 16^{\circ}30'48''$   
 $D = 10^{\circ}25'03''$   
 $R = 550.00'$   
 $L = 158.52'$   
 $T = 79.81'$   
 $Ext = 5.76'$   
 $Super = MC$

**CURVE DATA**

Main Curve  
 $\Delta = 62^{\circ}05'59''$   
 $D = 11^{\circ}14'04''$   
 $R = 510.00'$   
 $L = 552.76'$   
 $T = 307.04'$   
 $Ext = 65.29'$   
 $Super = MC$

New Guardrail &  
 End Treatment  
 20 LF

Begin New Bridge  
 Conc Curb & Gutter  
 205 LF

New R/W  
 New Asphalt  
 Shared-Use Path

Exist R/W  
 Conc Curb & Gutter  
 205 LF

New TCE  
 New Conc  
 Sidewalk Ramp

New Guardrail &  
 End Treatment  
 120 LF

Conc Curb &  
 326 LF

New Guardrail &  
 End Treatment  
 20 LF

New 24" Pipe  
 New Guide Banks &  
 Channel Slopes

New Well

Exist R/W

Town & Meadow LLC

New Asphalt  
 Shared-Use Path  
 New TCE

Conc Curb & Gutter  
 175 LF

New Guardrail &  
 End Treatment  
 120 LF

New Pedestrian Bridge  
 New R/W

New TCE  
 $N 61^{\circ}48'34'' E$

End New Bridge  
 Conc Curb &  
 326 LF

PI Sta 106+96.48

$\Delta = 62^{\circ}05'59''$

$D = 11^{\circ}14'04''$

$R = 510.00'$

$L = 552.76'$

$T = 307.04'$

$Ext = 65.29'$

$Super = MC$

Oil

Exist Gas  
 Facility  
 To Remain

LN

OS

Ex

Handwritten notes and sketches in the upper right corner of the plan view.



**PINETOP-LAKESIDE TOWN COUNCIL  
NOTICE OF REGULAR MEETING AND AGENDA  
THURSDAY, NOVEMBER 6, 2014**

Pursuant to Arizona Revised Statutes Section 38-431.02, notice is hereby given to the members of the Pinetop-Lakeside Town Council and to the general public that the Council will hold a meeting open to the public on Thursday, November 6, 2014, beginning at 6:00 p.m. in the Pinetop-Lakeside Town Council Chambers located at 1360 N. Niels Hansen Lane, Pinetop-Lakeside, Arizona.

Members of the Pinetop-Lakeside Town Council will attend either in person or by telephone conference call or other technologic means.

**AGENDA:**

1. Call to order, roll call and ascertain quorum.
2. Pledge of Allegiance, Invocation and Mayors Welcome.
3. Call to the Public. This is a business meeting of the Town Council. The Town values and welcomes public input. Please address the Council as a whole and not individual Council Members. Do not address staff or members of the audience. Council action on items brought up in Call to the Public is limited by the Open Meeting Law. The Council may direct staff to study the matter and reschedule for further consideration at a later date. Items on the agenda will not be heard or discussed in Call to the Public. Individuals are limited to three (3) minutes.
4. Current Events:
  - A. Current Events and Town Council Reports on all Council Appointed Committees, Community Organizations and Affiliates.
  - B. Recent and/or Upcoming Town Events and Activities.
  - C. Future Agenda Items.
5. Consent Agenda:
  - A. Action Minutes of the Regular Town Council Meeting held on October 16, 2014.
6. Presentation of Clean Business Award to Lake of the Woods Resort, by the Peoples' Vision Committee.

7. Discussion/Information/Legal Action re: Council Decision Request regarding funding the Town of Pinetop-Lakeside's portion of \$20,237.80 for the purchase of 5 new buses for the 4 Seasons and White Mountain Connection.
8. Discussion/Information/Legal Action re: Council Decision Request regarding a 10 year Lease Agreement with the Lakeside Pickleball Club in exchange for a new roof on the Gym.
9. Discussion/Information/Legal Action re: Council Decision Request regarding the Project Assessment and Preliminary Design Report to select an alternative to proceed with final design and construction of the Billy Creek Bridge Project.
10. Discussion/Information/Legal Action re: Council Decision Request to approve Governor's Office of Highway Safety DUI Abatement Grant funds in the amount of \$10,000.00

The Town Council may vote to hold an executive session for the purpose of obtaining legal advice from the Town Attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

Dated this 31<sup>st</sup> day of October 2014.

PINETOP-LAKESIDE TOWN COUNCIL

  
Leah Chavez, CMC, Town Clerk

A copy of agenda background material provided to Council Members, with the exception of material relating to possible executive sessions, is available for public inspection at the Town Clerk's Office, 1360 N. Niels Hansen Lane, Monday-Friday, 8:00 a.m. - 5:00 p.m.

**AMERICANS WITH DISABILITIES ACT:** The Town of Pinetop-Lakeside intends to comply with the A.D.A. If you are disabled or physically challenged and need special accommodations to participate, please contact the Town Clerk at (928) 368-8696 ext. 223 at least 48 hours prior to the meeting.

**ACTION MINUTES OF THE  
REGULAR MEETING OF THE TOWN COUNCIL  
NOVEMBER 6, 2014**

The Pinetop-Lakeside Town Council held a Regular Meeting on Thursday November 6, 2014, at 6:00 p.m. in the Pinetop-Lakeside Council Chambers located at 1360 N. Niels Hansen Lane, Pinetop-Lakeside, Arizona.

Mayor Williams called the meeting to order at 6:01 p.m.

Roll call was taken as follows:

ROLL CALL:	PRESENT	ABSENT	PRESENT	ABSENT
Mayor Roger Williams	_X_	_____	Patrick Place	_X_
Vice Mayor Vanesian	_X_	_____	Chris Cannon	_X_
Greg Smith	_X_	_____	Leslee Wessel	_X_
Stephanie Irwin	_X_	_____		

**STAFF PRESENT:**

Evelyn Racette, Town Manager; Leah Chavez, Town Clerk; Barbara Ashley, Interim Finance Director; David Sergeant, Commander Pinetop-Lakeside Police Department; Mary-French Jones, Grant Coordinator; and Andy Romance, Town Engineer.

**ITEM NO. 5, CONSENT AGENDA:**

The Consent Agenda consisted of the Action Minutes of the Regular Meeting held on October 16, 2014.

**COUNCILMEMBER IRWIN MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. COUNCILMEMBER WESSEL SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 7, COUNCIL DECISION REQUEST REGARDING FUNDING THE TOWN OF PINETOP-LAKESIDE'S PORTION OF \$20,237.80 FOR THE PURCHASE OF 5 NEW BUSES FOR THE 4 SEASONS AND WHITE MOUNTAIN CONNECTION:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE THE FUNDING OF THE TOWN OF PINETOP-LAKESIDE'S PORTION OF \$20, 237.80 OVER 9 MONTHS TO THE CITY OF SHOW LOW FOR THE PURCHASE OF THE NEW TRANSIT SYSTEM BUSES AND FOR STAFF TO ENTER INTO THE RENEGOTIATION OF THE TRANSIT INTERGOVERNMENTAL AGREEMENT. COUNCILMEMBER CANNON SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 8, COUNCIL DECISION REQUEST TO ENTER INTO AN AGREEMENT WITH THE TOWN OF PINETOP-LAKESIDE TO LEASE THE GYM FOR 10 YEARS.**

**COUNCILMEMBER IRWIN MOVED TO AUTHORIZE TOWN MANAGER, EVELYN RACETTE TO SIGN THE 10 YEAR LEASE AGREEMENT WITH THE LAKESIDE PICKLEBALL CLUB AND TO EXECUTE ANY DOCUMENTS**

**AND ANY ACTION NECESSARY TO FACILITATE THE REPLACEMENT OF THE ROOF. COUNCILMEMBER VICE MAYOR VANESIAN SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 9, COUNCIL DECISION REQUEST REGARDING THE PROJECT ASSESSMENT AND PRELIMINARY DESIGN REPORT TO SELECT AN ALTERNATIVE TO PROCEED WITH FINAL DESIGN AND CONSTRUCTION OF THE BILLY CREEK BRIDGE PROJECT:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE ALTERNATIVE 2, AUTHORIZING THE TOWN ENGINEER TO WORK WITH ADOT AND NACOG TO ADVANCE FINAL DESIGN AND CONSTRUCTION OF ONLY A SEPARATE PEDESTRIAN BRIDGE DOWNSTREAM OF THE EXISTING AUTOMOBILE BRIDGE, ASSURING COMPATIBILITY WITH FUTURE BUILD OUT ALTERNATIVE 2 AUTOMOBILE BRIDGE; AND TO RESOLVE IN SEEKING ADDITIONAL FUNDING NECESSARY IN ORDER TO SEPARATELY DESIGN AND CONSTRUCT AUTOMOBILE BRIDGE. COUNCILMEMBER PLACE SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 10, COUNCIL DECISION REQUEST TO APPROVE GOVERNOR'S OFFICE OF HIGHWAY SAFETY DUI ABATEMENT GRANT FUNDS IN THE AMOUNT OF \$10,000:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE THE PINETOP-LAKESIDE POLICE DEPARTMENT TO ACCEPT DUI ABATEMENT GRANT PROGRAM AWARDED FUNDS IN THE AMOUNT OF \$10,000. COUNCILMEMBER SMITH SECONDED THE MOTION AND IT CARRIED 6-1 WITH VICE MAYOR VANESIAN OPPOSED.**

The meeting adjourned at 7:10 p.m.

Dated this 6<sup>th</sup> day of November 2014.

PINETOP-LAKESIDE TOWN COUNCIL

/S/Leah Chavez, CMC, Town Clerk



# COUNCIL DECISION REQUEST

(CDR)

**Meeting Date:** November 6, 2014

**Subject:** Porter Mountain Road Bridge over Billy Creek;  
Alternative and Phasing Selection.

- Resolution
- Ordinance
- Public Hearing
- Other

**Department/Presenter:** Public Works/ Andy Romance, Town Engineer

**Strategic Management Plan:** Goal Number 1 - Path      Action Plan -- N/A

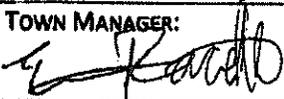
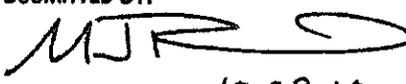
**SUMMARY/STAFF RECOMMENDATION:**

The Town Council authorized ADOT to contract with their consultant to perform Project Assessment, Alternatives Preparation, and Designs equivalent to 15% complete. That work has been completed and approved per engineering standards. The engineering document prepared as the primary tool for alternative consideration is titled "Porter Mountain Road Bridge over Billy Creek, Final Project Assessment", dated October 2014, prepared by CH2M-Hill. This document is provided in its entirety within the Council Packet and significant findings presented by the Town Engineer during the Council meeting. Public Works Department staff is recommending the Town select essentials of Alternative 2. However, further recommendation is to A) Direct Final Design in relocating separate Pedestrian Bridge further downstream than as shown in above referenced Report, near Peterson Drive, where the FEMA floodplain is more narrow, thus reducing length of bridge, reducing environmental impact, and reducing cost; and B) Phasing Alternative 2 design by authorizing only final design and construction of the separate Pedestrian Bridge.

It is understood that below stated source of funding, Pinetop-Lakeside Street User Fund Line Item #216080, will supply the required local match to receive 1,475,000 of Federal Aid. The Federal Aid and Local Match amounts are programmed for release in Fiscal Year 2016. Therefore this fiscal impact will not be experienced in current Fiscal year 2015. The importance of positively selecting one alternative and designating desired phasing elements now, is that it allows for a more rapid start to the Pedestrian Bridge design when current programmed funds are released, as well as facilitates straight forward pursuance of additional funding necessary to complete the committed project.

**RECOMMENDED MOTION:**

I move, to approve Alternative 2, authorizing Town Engineer to work with ADOT and NACOG to advance final design and construction of only a separate pedestrian bridge downstream of the existing automobile bridge, assuring compatability with future buildout Alternative 2 automobile bridge; and to resolve in seeking additional funding necessary in order to separately design and construct automobile bridge.

<b>SIGNATURES</b>	TOWN MANAGER: 	<i>FISCAL IMPACT</i>
	TOWN ATTORNEY:	Expenditure Required \$0 to \$89,157 (FY16) <span style="float: right;">N/A <input type="checkbox"/></span>
	SUBMITTED BY:  10-29-14	Amount Budgeted \$89,157 (FY16) Source of Funding: Street User Revenue Fund, Line Item #216080  REVIEWED BY: _____ <i>Finance Department</i>



**PINETOP-LAKESIDE TOWN COUNCIL  
NOTICE OF REGULAR MEETING AND AGENDA  
THURSDAY, JULY 3, 2014**

Pursuant to Arizona Revised Statutes Section 38-431.02, notice is hereby given to the members of the Pinetop-Lakeside Town Council and to the general public that the Council will hold a meeting open to the public on Thursday, July 3, 2014, beginning at 6:00 p.m. in the Pinetop-Lakeside Council Chambers located at 1360 N. Niels Hansen Lane, Pinetop-Lakeside, Arizona.

Members of the Pinetop-Lakeside Town Council will attend either in person or by telephone conference call or other technologic means.

**WORK SESSION:**

A: PowerPoint Presentation and Discussion in regard to the Town of Pinetop-Lakeside and a Dark Skies Community designation.

B: Proposed changes/amendments to Employee Manual

**REGULAR MEETING TO BEGIN AFTER WORK SESSION:**

1. Call to order, roll call and ascertain quorum.
2. Pledge of Allegiance, invocation and Mayors Welcome.
3. Call to the Public. This is a business meeting of the Town Council. The Town values and welcomes public input. Please address the Council as a whole and not individual Council Members. Do not address staff or members of the audience. Council action on items brought up in Call to the Public is limited by the Open Meeting Law. The Council may direct staff to study the matter and reschedule for further consideration at a later date. Items on the agenda will not be heard or discussed in Call to the Public. Individuals are limited to three (3) minutes.

4. Consent Agenda:

- A: Action Minutes of the Regular Meeting held on February 20, 2014;
- B: Action Minutes of the Regular Meeting held on March 6, 2014;
- C: Action Minutes of the Regular Meeting held on March 20, 2014;
- D: Action Minutes of the Regular Meeting held on April 3, 2014;
- E: Action Minutes of the Regular Meeting held on April 17, 2014;
- F: Action Minutes of the Special Meeting held on April 21, 2014;
- G: Action Minutes of the Special Meeting held on April 28, 2014;
- H: Action Minutes of the Regular Meeting held on May 1, 2014;

- I: Action Minutes of the Regular Meeting held on May 15, 2014;
- J: Action Minutes of the Regular Meeting held on June 5, 2014; and
- K: Action Minutes of the Regular Meeting held on June 19, 2014.

5. Presentation of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting to the Town of Pinetop-Lakeside Finance Director J. Kent Brooksby.
6. Discussion/Information/Legal Action re: Proposals for telephone and internet service to the Town of Pinetop-Lakeside.
7. Discussion/Information/Legal Action re: Appointment of individuals to fill (2) two vacancies on the Town of Pinetop-Lakeside Planning and Zoning Commission. Letters of interest were received from current Chairman John Jarchow, current Vice Chairman Jim Snitzer and Alan Thome.
8. Discussion/Information/Legal Action re: Council Decision Request and Resolution No. 14-1314
  - A. Approving a lease agreement between the Town of Pinetop-Lakeside and Rim Communications; and
  - B. Approving a Memorandum of Understanding between the City of Show Low and the Town of Pinetop-Lakeside whereby the City of Show Low agrees to a fair proportional cost of 50 percent of the Town's monthly rental fee which is currently \$150.00 for shared space at the Porter Mountain Radio site.
9. Discussion/Information/Legal Action re: Council Decision Request and Resolution No. 14-1315 Approving the Bid and Contract Agreement with White Mountain Communications for the Voted VHF Receivers and System Redundancy Project for the Town of Pinetop-Lakeside Police Department.
10. Discussion/Information/Legal Action re: Council Direction regarding the proposed Hiring Freeze and permission to advertise, recruit and fill the position of Custodian and (2) two Communication Specialists.
11. Discussion/Information/Legal Action re: Approval of the proposed Strategic Management Plan.
12. Discussion/Information/Legal Action re: Approval and authority to take necessary steps to document, amend, and confirm the budget changes to:
  - A. The Agreement with HSWM from \$20,000 to \$10,000 for fiscal year July 1, 2014 to June 30, 2015; and
  - B. The Pinetop-Lakeside Chamber of Commerce from \$30,000 to \$0 for fiscal year July 1, 2014 to June 30, 2015.

13. Discussion/Information/Legal Action re: Council Direction to confirm the budget changes to:

- A. Council Direction on use of State Shared Revenue generated by Vehicle License Tax (VLT).
- B. Council Direction on town wide General Fund expenditure reductions.
- C. Council Direction on what is done with money saved from the General Fund, including how much for each purpose to assure liquidity.

- C1. Cash Reserves
- C2. Street Improvements
- C3. Other

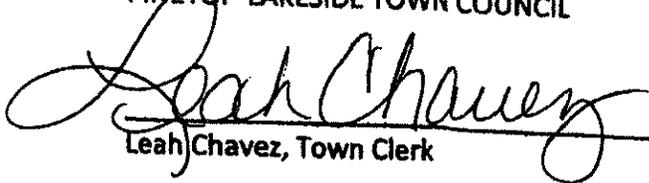
14. Current Events:

- a. Department Updates.
- b. Current Events by the Town Manager.
- c. Current Events and Town Council Reports on all Council Appointed Committees, Community Organizations and Affiliates.
- d. Recent and/or Upcoming Town Events and Activities.
- e. Future Agenda Items.

The Town Council may vote to hold an executive session for the purpose of obtaining legal advice from the Town Attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

Dated this 27th day of June 2014.

PINETOP-LAKESIDE TOWN COUNCIL

  
Leah Chavez, Town Clerk

Posted:

By:

A copy of agenda background material provided to Council Members, with the exception of material relating to possible executive sessions, is available for public inspection at the Town Clerk's Office, 1360 N. Niels Hansen Lane, Monday-Friday, 8:00 a.m. - 5:00 p.m.

**AMERICANS WITH DISABILITIES ACT:** The Town of Pinetop-Lakeside intends to comply with the A.D.A. If you are disabled or physically challenged and need special accommodations to participate, please contact the Town Clerk at least 48 hours prior to the meeting.

ACTION MINUTES OF THE  
REGULAR MEETING OF THE TOWN COUNCIL  
JULY 3, 2014

The Pinetop-Lakeside Town Council held a regular meeting on Thursday, July 3, 2014, at 6:00 p.m. in the Pinetop-Lakeside Council Chambers located at 1360 N. Niels Hansen Lane, Pinetop-Lakeside, Arizona.

Mayor Williams called the Work Session to order 6:00 p.m. Roll call taken as follows:

ROLL CALL:	PRESENT	ABSENT	PRESENT	ABSENT
Mayor Roger Williams	<u>  X  </u>	<u>      </u>	Patrick Place	<u>  X  </u>
Vice Mayor Dara Vanesian	<u>  X  </u>	<u>      </u>	Chris Cannon	<u>  X  </u>
Tamara Hayes	<u>  X  </u>	<u>      </u>	Leslee Wessel	<u>  X  </u>
Stephanie Irwin	<u>  X  </u>	<u>      </u>		<u>      </u>

**STAFF PRESENT:**

Andy Romance, Public Works Director/Town Engineer/Interim Town Manager; Kent Foree, Town Attorney; John Vuolo, Parks and Recreation Director; Leah Chavez, Town Clerk; Paul Esparza, Community Development Director; Ron Wheeler, Chief of Police; and Jeff Collins, Library Director.

**ITEM NO. 4, CONSENT AGENDA:**

**COUNCILMEMBER IRWIN MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED REMOVING ITEMS G, J AND K FOR FURTHER REVIEW. COUNCILMEMBER HAYES SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 6, PROPOSALS FOR TELEPHONE AND INTERNET SERVICE TO THE TOWN OF PINETOP-LAKESIDE:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE THE PROPOSAL SUBMITTED BY COMPUTER TECHNOLOGIES FOR TELEPHONE, INTERNET AND LONG DISTANCE SERVICES TOTALING \$14,888.00 ANNUALLY AND AUTHORIZED THE UPFRONT EQUIPMENT COST OF \$23,823.06 TOTALING A BUDGET OF \$38,703.06 NOT TO EXCEED \$44,405.00 FOR FISCAL YEAR 2014/2015. COUNCILMEMBER IRWIN SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 7, APPOINTMENT OF TWO INDIVIDUALS TO FILL TWO VACANCIES ON THE TOWN OF PINETOP-LAKESIDE PLANNING AND ZONING COMMISSION:**

**COUNCILMEMBER IRWIN MOVED TO APPOINT JOHN JARCHOW AND JIM SNITZER TO THE TOWN OF PINETOP-LAKESIDE PLANNING AND ZONING COMMISSION. COUNCILMEMBER WESSEL SECONDED THE MOTION AND IT CARRIED 6-1 WITH VICE MAYOR VANESIAN OPPOSED.**

**ITEM NO. 8, COUNCIL DECISION REQUEST AND RESOLUTION NO. 14-1314 APPROVING THE LEASE AGREEMENT BETWEEN THE TOWN OF PINETOP-LAKESIDE POLICE DEPARTMENT AND RIM COMMUNICATIONS AND A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF SHOW LOW FOR TOWER SPACE AT PORTER MOUNTAIN:**

**A: COUNCILMEMBER WESSEL MOVED TO APPROVE RESOLUTION NO. 14-1314 APPROVING THE LEASE AGREEMENT BETWEEN THE TOWN OF PINETOP-LAKESIDE POLICE DEPARTMENT AND RIM COMMUNICATIONS. VICE MAYOR VANESIAN SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**B: COUNCILMEMBER WESSEL MOVED TO APPROVE THE MEMORANDUM OF UNDERSTANDING WITH THE CITY OF SHOW LOW AND THE TOWN OF PINETOP-LAKESIDE POLICE DEPARTMENT WHEREBY THE CITY OF SHOW LOW AGREES TO PAY 50 PERCENT OF THE TOWN'S MONTHLY RENTAL FEE WHICH IS CURRENTLY \$150.00 FOR SHARED SPACE AT THE PORTER MOUNTAIN RADIO SITE. VICE MAYOR VANESIAN SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 9, COUNCIL DECISION REQUEST AND RESOLUTION NO. 14-1315 APPROVING THE BID AND CONTRACT AGREEMENT WITH WHITE MOUNTAIN COMMUNICATIONS FOR THE VOTED VHF RECEIVERS AND SYSTEM REDUNDANCY PROJECT FOR THE TOWN OF PINETOP-LAKESIDE:**

**VICE MAYOR VANESIAN MOVED TO APPROVE RESOLUTION NO.14-1315 APPROVING THE BID AND CONTRACT AGREEMENT WITH WHITE MOUNTAIN COMMUNICATIONS FOR THE VOTED VHF RECEIVERS AND SYSTEM REDUNDANCY PROJECT FOR THE TOWN OF PINETOP-LAKESIDE.**

**VICE MAYOR VANESIAN AMENDED THE MOTION TO INCLUDE THE CHIEF OF POLICE OR HIS DESIGNEE MAY SIGN AND EXECUTE ALL DOCUMENTS NEEDED.**

**COUNCILMEMBER PLACE SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 10, COUNCIL DIRECTION REGARDING THE PROPOSED HIRING FREEZE AND PERMISSION TO ADVERTISE, RECRUIT AND FILL THE POSITION OF CUSTODIAN AND TWO COMMUNICATION SPECIALISTS:**

**COUNCILMEMBER WESSEL MOVED TO DIRECT STAFF TO ADVERTISE, RECRUIT AND FILL THE POSITIONS OF CUSTODIAN AND TWO COMMUNICATION SPECIALISTS. COUNCILMEMBER IRWIN SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**ITEM NO. 11, APPROVAL OF THE PROPOSED STRATEGIC MANAGEMENT PLAN:**

**COUNCILMEMBER WESSEL MOVED TO APPROVE THE PROPOSED STRATEGIC MANAGEMENT PLAN WITH THE CHANGES TO INCLUDE SWOT ANALYSIS, REMOVE CREATE SAVINGS ACCOUNT FOR CREATION OF BALL FIELD, CHANGE GOAL NUMBER 6 BY REMOVING CREATION OF BILLING DEPARTMENT AND CHANGE WORDING TO INVESTIGATE CURBSIDE COLLECTION AND HAULING FOR PRIVATE ENTERPRISE, REMOVE GOAL # 10 SKATEBOARD PARK, ADD CREATE NEIGHBORHOOD EDUCATION PROCESS FOR NEIGHBORHOOD IMPROVEMENTS, ADD DRAFT ACCEPTABLE ORDINANCE TO GOAL # 11, AND ADD EXPLORE OPERATIONAL RELATIONSHIP WITH PINETOP-LAKESIDE SANITARY DISTRICT. COUNCILMEMBER PLACE SECONDED THE MOTION AND IT CARRIED 6-1 WITH VICE MAYOR VANESIAN OPPOSED.**

**ITEM NO. 12, APPROVAL AND AUTHORITY TO TAKE NECESSARY STEPS TO DOCUMENT, AMEND AND CONFIRM BUDGET CHANGES:**

**A: COUNCILMEMBER PLACE MOVED TO APPROVE THE AMENDMENT TO THE CONTRACT WITH THE HUMANE SOCIETY OF THE WHITE MOUNTAINS DECREASING FUNDING FROM \$20,000 TO \$10,000 FOR FISCAL YEAR 2014-2015. VICE MAYOR VANESIAN SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.**

**B: COUNCILMEMBER PLACE MOVED TO APPROVE DECREASING FUNDING TO THE PINETOP-LAKESIDE CHAMBER OF COMMERCE FROM \$30,000 TO \$0 FOR FISCAL YEAR 2014-2015. VICE MAYOR VANESIAN SECONDED THE MOTION AND IT CARRIED 6-1 WITH COUNCILMEMBER WESSEL OPPOSED.**

**ITEM NO. 13, COUNCIL DIRECTION TO CONFIRM THE BUDGET CHANGES TO:**

**A: COUNCILMEMBER WESSEL MOVED THE VEHICLE LICENSE TAX MONEY GO INTO THE GENERAL FUND BUT THE MONEY BE DESIGNATED TO THE STREETS AND ROADS DEPARTMENT. COUNCILMEMBER IRWIN SECONDED THE MOTION. THE MOTION FAILED 3-4 WITH MAYOR WILLIAMS, VICE MAYOR VANESIAN, COUNCILMEMBER HAYES AND COUNCILMEMBER PLACE OPPOSED.**

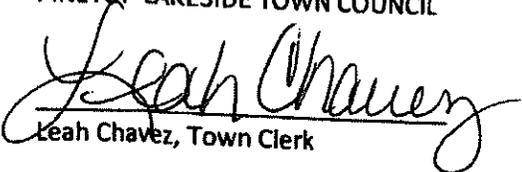
**COUNCILMEMBER PLACE MOVED THE VEHICLE LICENSE TAX MONEY BE PLACED INTO A DESIGNATED FUND AND BE DESIGNATED TO THE STREETS AND ROADS DEPARTMENT. VICE MAYOR VANESIAN SECONDED THE MOTION AND IT CARRIED 4-3 WITH COUNCILMEMBER IRWIN, COUNCILMEMBER WESSEL AND COUNCILMEMBER CANNON OPPOSED.**

**B: COUNCILMEMBER IRWIN MOVED TO DIRECT STAFF TO ADHERE TO GENERAL FUND EXPENDITURE REDUCTIONS TOTALING \$537,500.00 FOR FISCAL YEAR 2014-2015. COUNCILMEMBER PLACE SECONDED THE MOTION AND IT CARRIED 6-1 WITH COUNCILMEMBER WESSEL OPPOSED.**

**C: MAYOR WILLIAMS MOVED TO PAY BACK \$493,000 TO THE STREETS AND ROADS DEPARTMENT FROM THE GENERAL FUND PAYMENT TERMS AND CONDITIONS TO BE DETERMINED AT A LATER DATE. VICE MAYOR VANESIAN SECONDED THE MOTION AND IT CARRIED 5-2 WITH COUNCILMEMBER IRWIN AND COUNCILMEMBER WESSEL OPPOSED.**

Dated this 11<sup>th</sup> day of July 2014.

PINETOP-LAKESIDE TOWN COUNCIL

  
Leah Chavez, Town Clerk



**Design and Construction – Porter Mountain Road Bridge over Billy Creek  
Alternative 2 Plan: Independent Shared Use Path – Prefabricated Bridge (Pedestrian)  
Complete Environment Assessment**

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**Project No. HPP-PLS-0(201) A  
TRACS No. 0000-NA-PLS-SS864 03D**

**Porter Mountain Road Bridge over Billy Creek**

**Final Project Assessment**

October, 2014

Prepared for:

**Arizona Department of Transportation**



**Town of Pinetop-Lakeside**



Prepared by:



**CH2MHILL**



EXPIRES 12/31/15

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<b>E</b>	<b>FEMA Flood Insurance Rating Map</b>

# Project Assessment

## Porter Mountain Road Bridge over Billy Creek

### A. Introduction

Federal Aid Number HPP-PLS-0(201)A, TRACS No. 0000-NA-PLS-SS864 03D, Town of Pinetop-Lakeside Porter Mountain Road Bridge over Bill Creek is a project to evaluate alternatives to improve and/or replace an existing 2-lane vehicular bridge on Porter Mountain Road (PMR) over Billy Creek. The project will be administered by the Arizona Department of Transportation (ADOT) Statewide Management Section, in coordination with the Town of Pinetop-Lakeside (Town).

The project is the reconstruction of a minor arterial located in the Town of Pinetop-Lakeside and within Navajo County. The project falls within the ADOT Globe District. Porter Mountain Road is not located on the National Highway System.

Documentation indicates that the project is eligible for State Transportation Program Funds in the amount of \$1,475,000 with a required local match of \$89,157. It has been determined that the bridge is not eligible for Bridge Replacement Program Funds because it is neither functionally obsolete nor structurally deficient. Funding sources and amount will need to be resolved prior to final design.

The purpose of this project is to provide a solution to pedestrians and bicyclists currently using existing travel lanes of Porter Mountain Road in the absence of any sidewalk or pathway. In doing so, the bridge will be improved or replaced to facilitate the anticipated future travel demand in terms of additional travel lanes, and accommodate the 100-year drainage event. The design 100-year flow event for Billy Creek is 3,380 cubic feet per second as per data provided by Navajo County.

### B. Background Data

The ADOT Milepost Strip Map shows the following projects within the project limits.

Table 1 Previous Projects

ADOT Project Number	Beginning Milepost	Length (miles)	As-built Date	Description
FH-17-B(2)	--	3.2	1938	Grade and Pave
DP-F-044-1(6)	349.1	2.5	1986	Pave
STP-NNA-0(9)P	350	--	--	Pave
SOS-982(48)	350	--	--	Resurface
S-260-C-504	350.05	--	2002	Intersection Reconstruction
ARRA-260-C(003)A	350.1	0.4	2010	Pedestrian Lighting and Landscaping

The project location and vicinity maps are shown in Figures 1 and 2 on page 4. PMR connects to SR260 at a tee intersection and continues east toward Billy Creek Bridge. The road curves left and north just east of the bridge and continues to the north. It returns to a tangent section approximately at the intersection with Peterson Road. The average project elevation is 6715 feet.

Figure 1 Location Map

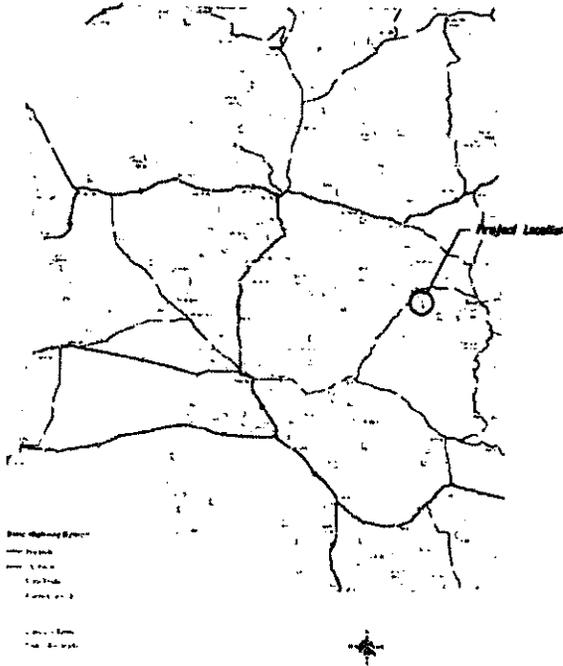
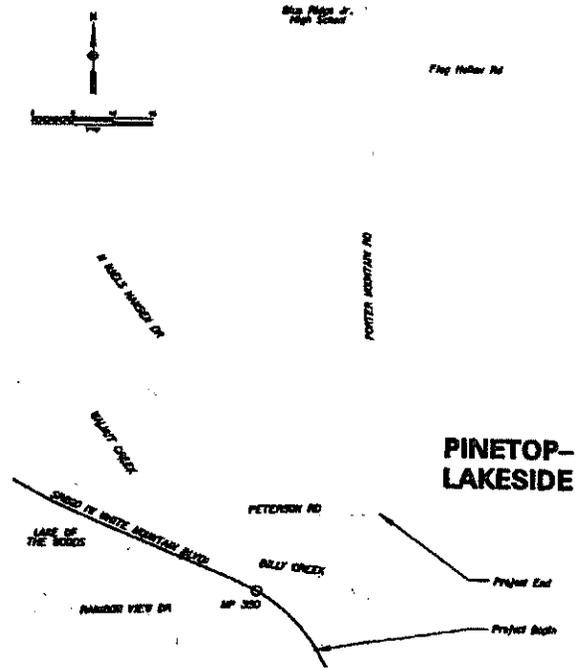


Figure 2 - Vicinity Map



The existing roadway cross section of PMR at the intersection with State Route 260 (SR 260) is 43.5 feet. The returns at PMR's intersection with SR 260 are curbed with 5 foot sidewalk adjacent to the curb returns. The sidewalk does not continue beyond the returns.

There is a traffic signal located at the intersection of PMR and SR 260. There are two 12-foot westbound lanes (left turn and right turn lanes) separated by a double yellow line from one eastbound 12 foot lane. PMR tapers to a single WB lane just west of the Billy Creek Bridge and the clear roadway width across the bridge is 30 feet.

East of the bridge, PMR turns left and to the north and continues at a 30-foot width with one 12-foot travel lane and a varying width shoulder in each direction of travel. The northbound and southbound travel lanes are separated by a double yellow pavement stripe.

The Blue Ridge Junior High School is located on the west side of PMR north of the project limits. Many students walk or bike along PMR to and from the school. The Town has constructed an asphalt 13' pathway along the west side of PMR north of Peterson Road. South of Peterson Road, the students use either the shoulder or the roadway itself. The existing bridge over Billy Creek is only wide enough for two lanes of traffic however this is the only option for pedestrians/bikers to cross Billy Creek. The result is pedestrians and bicyclists utilizing the vehicle lanes of the two-lane bridge.

PMR is posted for 25 mph south of Peterson Road and for 40 mph north of Peterson Road. The existing roadway is contained in a 100-foot wide right-of-way.

Traffic data was obtained from the Southern Navajo/Apache County Sub Regional Transportation Plan Final Report (2007). The AADT was determined to be 18,000 in 2015 and 42,000 in 2030. The findings of the report recommended that PMR be widened to a four-lane facility to meet the forecasted traffic demand. The report also recommended that access control be restricted to further accommodate the anticipated traffic volume.

The only major structure located within the project limits is the Billy Creek Bridge (Structure No. 8773). This structure, which was built in 1983, is a three-span reinforced concrete slab bridge with spans of 20'-6", 25'-0" and 20'-6". The structure has a sufficiency rating of 73.97 based on the 2012 inspection. The structure has a curb to curb width of 30'-0" and an out-to-out width of 33'-2 3/4". This two-lane bridge is being analyzed for widening or replacement as part of this Project Assessment.

There are several drainage facilities in the project area, including a storm drain system at the intersection with SR 260 that discharges just downstream of the Billy Creek Bridge, roadside swales, and culvert crossings. There is an existing drainage ditch along the east side of PMR. This ditch carries pavement runoff as well as runoff generated in the subdivision east of the roadway north along PMR. Flow continues north along the roadway until reaching a low point approximately 150 feet north of Amanda Drive. At this point, the swale is drained by a culvert crossing beneath PMR. The runoff then flows westerly overland to Billy Creek.

PMR crosses the Billy Creek 100-year floodplain and floodway, as shown in the Federal Emergency Management Agency (FEMA) Flood Insurance Rating Maps (FIRM) included in Appendix E. A Flood Insurance Study completed by FEMA in 1980 is the basis for the current

100-year floodway and floodplain delineation. The construction of the Billy Creek Bridge and PMR in the mid 1980's, and possible grading changes at adjacent sites, have significantly changed the creek's hydraulic conditions. A hydraulic model of the existing condition completed for this study shows that the PMR bridge has capacity for the 25-year event, and that PMR would be overtopped for the 50-year and greater events, resulting in 100-year floodway and floodplain delineations that greatly differ from what is shown on the current FIRM.

An existing concrete weir constructed along the downstream edge of the Billy Creek bridge and the grouted riprap protection under the structure provide grade control that prevents the existing contraction scour hole from propagating downstream. The grade control has also allowed water to pond on the upstream side of the creek crossing creating the water feature that currently exists to the south of the bridge.

The major existing utilities that are located within the project limits are summarized in Table 2. These include electric, water, sewer and natural gas. An existing waterline is mounted on the north side of the bridge. On the west side of PMR at the intersection of Peterson Road, there is a natural gas metering station owned by Unisource Energy. This metering station is used by the gas company to transfer gas from a high-pressure (950+ psi) gas line to lower pressure distribution lines. The high pressure gas line runs within the PMR right-of-way on the west side of the road. Recent communications with Unisource Energy indicate the cost of relocation of the facility to be \$200,000. That is contingent on the acquisition of an easement, however. We believe that it is prudent, therefore, to configure the alternatives to avoid the facility. Further evaluations can be made during final design.

Utility relocations will be evaluated during final design.

Table 2 Existing Utilities

Company	Utility	Phone Number
Navopache Electric	Overhead electric	928.368.5118
Arizona Water Company	Water	928.368.6993
Pinetop-Lakeside Sanitary District	Sewer	928.368.5370
UniSource Energy	Natural Gas	928.532.3870

## C. Project Scope

The project is located 0.1 mile east of the junction of Porter Mountain Road with SR 260. The proposed project includes the widening or replacement of an existing 2-lane vehicular bridge on PMR over Billy Creek. The improvements will include handling of pedestrian and bicycle traffic. The alternatives will be designed to contain the 100-year peak flow of 3,380 cfs (as per Navajo County data). The Town also requested that aesthetics be considered during alternative development and selection.

Five alternatives were previously reviewed and presented in a Feasibility Report completed for the Town. These alternatives have been eliminated for various reasons among which the designs did not accommodate containing the 100-year event. Two additional alternatives incorporating the newly established design criteria are being evaluated for this report.

Per the ADOT Roadway Design Guidelines, the Design Speed is completely independent of the posted speed. Porter Mountain Road is classified as a minor arterial and this segment of PMR should be considered to be in rolling terrain. The design speed range given for arterial streets is 30 -50 mph. Because the portion of PMR under alternative analysis is 1) approaching a major intersection with SR 260 with a high pedestrian interface; 2) there is an existing access close to the intersection; and 3) a separate access to the south is planned just east of the bridge, a design speed of 35 mph is recommended. The posted speed limit of PMR is 25 mph within the limits of the proposed work, and PMR is currently signed at 40 mph north of the project limits. It is feasible to maintain the current posted speed limits. Each alternative was designed adhering to a 35 mph design speed.

There will be no detours. There are no other routes to feasibly detour traffic around the project site. The alternatives were developed to ensure that at least one lane of traffic could be maintained during construction at all times.

The existing FEMA flood boundary mapping (see Appendix E) was prepared before the currently existing bridge was constructed. It is expected that the construction of any improvements within the delineated FEMA floodway and floodplain will trigger review and approval by FEMA of a Conditional Letter of Map Revision (CLOMR). The proposed alternatives include hydraulic improvements that would allow the 100-year floodway and floodplain to be contained within the existing channel banks by preventing flows from overtopping PMR or breakout to the north along the east side of the roadway. The alternatives require that the existing grade control structures be partially or completely removed in order to provide sufficient hydraulic capacity. The process for revision of the FEMA floodway/floodplain limits should be initiated as early as it is practically possible as part of the design of any bridge crossing of Billy Creek.

Aesthetic treatment possibilities were a consideration in the development of both alternatives. The most viable opportunity for incorporating an architectural element to the project is with the styling of the pedestrian bridge. The possible treatments include an architectural style railing, deck surface treatments (colored concrete, inlaid pavers, etc.) or the design of a lightweight covered bridge. The path between the SR 260 intersection and the bridge could also incorporate the usage of colored or patterned concrete. Aesthetic treatments were not included in the cost estimate and type/level of any detailing would be determined during final design based on funding availability.

The Town noted that a roundabout has been discussed as a future configuration for the intersection of Porter Mountain Road and SR 260. Neither of the alternatives proposed in this report preclude the roundabout configuration, however, the location of the roundabout would be limited if the Porter Mountain Road bridge construction is completed first.

The proposed improvements for each alternative are described in detail below. Preliminary concept plans were developed for each alternative and are provided in the Appendices. Alternative 1 plans are in Appendix A and Alternative 2 plans are in Appendix B. The preliminary concept plans include typical bridge sections and horizontal plan sheets.

### **Alternative 1: Preserve the Existing Bridge by Widening, Construct a New Separate Shared-Use Bridge, and Construct Concrete Box Culvert**

Alternative 1 widens the existing bridge to a total width of 58'-10" to accommodate one 14 foot travel lane, one 12 foot travel lane plus 2' shy to barrier, and the barrier width (1'-5") in each direction.

The alignment is skewed at an angle of 2°46' from perpendicular with the intersection with SR 260. This skew will require partial sidewalk reconstruction in the northeast corner but will accommodate the signal in its current location. The southeast return will require full reconstruction and signal relocation. The signal heads on the traffic signal located on the west side of SR 260 may need adjusted to align with the skew of the intersection.

The proposed roadway alignment across the bridge is shifted south and skewed at an angle of 3°51' from the existing centerline to better accommodate the curve east of the bridge which is constrained by the existing natural gas facility mentioned above.

The curve east of the bridge has a radius of 454 feet. Per AASHTO Table 3-13b (2011) the minimum radii for a low-speed urban street (less than 45 mph) with a design speed of 35 mph and no superelevation is 510'. Any curve with a radii less than 510' should be superelevated per the Table. For this terrain and elevation the maximum superelevation is 6.0% which correlates to a minimum radius of 340'. For a curve with a radius of 454', the superelevation rate is 0.0% therefore a full superelevation is not required for this curve. It will be necessary to transition the cross slope to match the existing pavement cross slope of 1%. This transition is shown on the plans.

Alternative 1 includes the addition of a separate shared-use (pedestrian and bicycle) bridge to the north of the existing Billy Creek Bridge. The shared-use path connects to the west with the sidewalk at the northeast return at SR 260 where users could then use the crosswalk to cross PMR or SR 260. East of the bridge, the path continues to the north and ties into the existing pathway that currently terminates at Peterson Road. The separated shared-use facility provides a continued pedestrian and bicycle connection between the existing path and the intersection with SR 260. The layout and design of the proposed shared-use bridge will need to give consideration to phasing and constructability relative to the proposed bridge being constructed prior to the roadway bridge. Of particular focus will be foundation construction as well as abutment and pier alignment and construction for both the interim condition and the ultimate condition.

The existing Billy Creek Bridge will be widened on both sides. This will consist of removing both bridge barrier rails and widening in kind. Two new south columns will be required for each pier while one new north column will be required for each pier. To accommodate phased construction and minimize the need for excessive excavation and shoring, drilled shaft foundations anchored into bedrock are anticipated. The south shift and change in orientation of PMR combined with the varying cross slope across the bridge will require part of the existing deck to be overlaid.

The width of Billy Creek and the alignment of the shared-use path to the north of the existing Billy Creek Bridge result in the need for a shared-use path bridge with an approximately length of 90 feet. The primary options include a prefabricated truss bridge or a refurbished railroad car bridge. Based on initial cost estimates and discussions with suppliers on availability, a

refurbished railroad car bridge is recommended. This would require two standard 89 foot wide by 3 foot deep railroad cars to be connected side to side in order to provide the required width. With this option, aesthetic enhancements can be added that would likely not be an option with the prefabricated truss. The costs presented in this report include the supply, shipment and erection of the railroad cars (including connection of the cars), construction of abutments, placement of an asphalt overlay, and the addition of a decorative railing on each side.

The proposed concrete box culvert (CBC) is a 5-10'x6'x190' structure and is required to accommodate the 100-year event. The CBC would convey about 2/3 of the creek's flow assuming that the existing weir located at the downstream edge of the existing bridge remains in place. A guide bank and bank armoring upstream and downstream of the roadway crossing are proposed for flow containment, stability, and hydraulic performance.

For this alternative, the existing weir located along the downstream side of the bridge would remain, and the inlet invert elevation of the CBC would be the same as the top of the weir. These conditions will allow water ponding upstream of the PMR crossing of Billy Creek to remain.

As noted, the project will be constructed while maintaining access along PMR. The horizontal and vertical alignments were developed such that the north side widening could be constructed while maintaining one lane of traffic along the existing structure. The south side widening could then be completed while traffic is on the north side of the bridge. The CBC would be constructed in sections concurrent with the bridge construction. The pedestrian bridge can be constructed prior to and independently of the CBC and the roadway bridge widening. Construction of the proposed pathway bridge downstream of the existing roadway bridge should not adversely affect the existing 100-year floodway/floodplain limits, as the new structure would be downstream of the hydraulic control. The preliminary 100-year floodplain limits for this alternative are shown on the plan sheet in Appendix A.

### **Alternative 2: Replace the Existing Bridge and Construct a New Roadway Bridge with Separate Shared-Use Bridge**

The proposed improvements for this alternative are described in detail below. Preliminary concept plans were developed for this alternative and are provided in Appendix B. The preliminary concept plans include typical bridge sections and horizontal plan sheets.

Alternative 2 constructs a new roadway bridge with a length of 180 feet and a total width of 58'-10" to accommodate one 14-foot travel lane, one 12-foot travel lane plus 2' shy to barrier, and the barrier width (1'-5") in each direction.

The centerline of Alternative 2 aligns with the existing centerline at the intersection with SR 260. The northeast return is not impacted. However there are two options for the southeast return. The southeast return could be reconstructed to provide for two northbound lanes on PMR. However, since PMR is not developed for two lanes to the north yet, it is feasible to leave the intersection unchanged and stripe out the extra width on the new bridge. The cost estimate for this alternative includes the reconstruction of the southeast return.

The new bridge, which will have a length of approximately 190 feet along the layout line, will be constructed in two phases as to maintain one lane of traffic in each direction. The length is

required to accommodate the 100-year flood event. In order to accommodate the 100-year flow while minimizing the raise in the roadway profile (necessary to accommodate the structure depth), a shallow structure is preferred. To achieve this, a five span bridge is recommended. The recommended span lengths are 35'-0", 3 at 40'-0" and 35'-0". Given the need to minimize the structure depth, accommodate the curved roadway alignment, and be constructed in phases, a cast-in-place reinforced concrete structure is preferred. Two primary types are feasible at this location. These are a reinforced concrete closed cell bridge and a reinforced concrete slab bridge. Both of these options would have a maximum structure depth of 2'-0". The closed cell bridge is essentially an oversized box culvert (has pier walls and a bottom slab) and behaves similarly with respect to hydraulics. The slab bridge would be supported by multi-column piers founded on drilled shafts.

The curve east of the bridge has a radius of 510 feet. Per AASHTO Table 3-13b (2011) the minimum radii for a low-speed urban street (less than 45 mph) with a design speed of 35 mph and no superelevation is 510'.

Alternative 2 also includes the addition of a separate shared-use (pedestrian and bicycle) bridge to the north of the existing Billy Creek Bridge. Alternative 2 does not include the separate CBC structure. The shared use path connects to the west with the sidewalk at the northeast return at SR 260 where users could then use the crosswalk to cross PMR or SR 260. East of the bridge, the path continues to the north and ties into the existing pathway that currently terminates at Peterson Road. The separated shared-use facility provides a continued pedestrian and bicycle connection between the existing path and the intersection with SR 260. The layout and design of the proposed shared-use bridge will need to give consideration to phasing, constructability and hydraulic compatibility relative to the proposed bridge being constructed prior to the roadway bridge. Of particular focus will be foundation construction as well as abutment and pier alignment and construction for both the interim condition and the ultimate condition. Also, emphasis will need to be placed on ensuring the shared-use bridge functions hydraulically in the interim condition (existing roadway bridge remaining in service) and the ultimate condition (new roadway bridge).

The shared use path bridge associated with this alternative will have an approximate length of 200 feet. For hydraulic reasons, the piers of a multi-span option would need to align with the piers of the proposed 5-span Billy Creek Bridge. A 3-span bridge with short end spans and a longer central span is the only way to achieve this with a reasonable combination of span lengths. For this 3-span option, the spans would be 40'-0", 120'-0" and 40'-0" with the first and second piers lining up with the first and fourth piers of the Billy Creek Bridge. Three prefabricated truss segments have been assumed for this option given the aesthetic appeal they offer. Refurbished railroad cars would not work for this option as the central 120-foot span is too long. A single-span 200 foot long prefabricated truss is another option. This eliminates piers, simplifies substructure construction and improves the hydraulics. The primary disadvantage is that the cost is greater than the three-span option by approximately \$100,000. The costs presented in this report include the supply, shipment, and erection of the prefabricated trusses and construction of the substructure.

Total removal of the existing channel grade control structures is assumed for this alternative. The proposed bridge provides sufficient capacity for the 50-year flow with freeboard and containment of the 100-year flow within the channel's banks. A guide bank and bank armoring

upstream and downstream of the roadway crossing are proposed for flow containment, stability and hydraulic performance. The preliminary 100-year floodplain limits for this alternative are shown on the plan sheet in Appendix B.

A new weir is proposed upstream of the new bridge solely to restore the grade control conditions that currently allow water ponding. The weir would be placed a distance of 50' upstream of the bridge in order to minimize impacts to the hydraulic efficiency of the bridge. The weir would be an earthen structure armored with dumped riprap, with a top elevation similar to that of the existing concrete weir at the downstream side of the existing bridge.

Alternative 2 will also maintain access along PMR during construction. It is necessary to raise the profile of the proposed structure to accommodate the deeper structure depth necessitated by the longer structure required to meet the 100 year flow. The south side of the new structure would be constructed first and traffic shifted to the new structure while the north side of the new structure is completed. Some temporary pavement would be required at the transitions to/from PMR to the new structure. The pedestrian bridge can be constructed prior to and independent of the new bridge and roadway. Construction of a proposed pathway bridge downstream of the existing roadway bridge should not adversely affect the existing 100-year floodway/floodplain limits, as the new structure would be downstream of the hydraulic control.

**Alternative Evaluation**

An evaluation was made of the two alternatives based on evaluation factors including drainage, maintenance of traffic, right-of-way impacts, construction costs, and long-term viability.

The summary of the alternative evaluation is shown in Table 3.

*Table 3 Alternative Evaluation*

Evaluation Criteria	Alternative 1: Preserve The Existing Bridge By Widening, Constructing a New Separate Shared-Use Bridge, Construct Concrete Box Culvert	Alternative 2: Replace The Existing Bridge and Construct a New Roadway Bridge With Separate Shared-Use Bridge
<b>Drainage</b>	<p>The hydraulic operation is improved. The floodplain and floodway contained, however there is an uneven flow distribution.</p> <p>This is a long CBC that will have long term maintenance requirements - bank protection between structures may need frequent maintenance.</p>	<p>The single structure provides better hydraulic operation and even flow distribution.</p> <p>Standard maintenance of guide bank and bank protection.</p> <p>No special design or construction requirements.</p>

Evaluation Criteria	Alternative 1: Preserve The Existing Bridge By Widening, Constructing a New Separate Shared-Use Bridge, Construct Concrete Box Culvert	Alternative 2: Replace The Existing Bridge and Construct a New Roadway Bridge With Separate Shared-Use Bridge
	The high CBC outlet skew, non-standard wingwalls and the proximity of the CBC to the bridge abutments add complexity to design and construction.	
Maintenance of Traffic	Would require one-lane traffic on PMR for the full duration of the bridge widening construction	Durations of one-lane traffic would be shorter with the placement of temporary pavement.
Right-of-Way Impacts	<p>Permanent right-of-way (ROW) and temporary construction easements (TCE) would be required from Town &amp; Meadows LLC, the property owner on both the north and south sides of the project.</p> <p>ROW and TCE limits are shown on the plans. Current estimates of ROW and TCE areas required are 22,000 SF (0.5 AC) and 9,000 SF (0.2 AC), respectively, for this alternative.</p> <p>Impacts are preliminary and could increase during final design including pending impacts to eastside drainage ditch.</p>	<p>Permanent right-of-way and temporary construction easements would be required from Town &amp; Meadows LLC, the property owner on both the north and south sides of the project.</p> <p>ROW and TCE limits are shown on the plans. Current estimates of ROW and TCE areas required are 39,000 SF (0.9 AC) and 900 SF (&lt;0.1 AC), respectively, for this alternative. The higher ROW requirement is due to the relocated weir structure.</p> <p>Impacts are preliminary and could increase during final design.</p>
Total Project Costs (See Appendix D for details)	\$3,406,144, including separate pedestrian bridge	\$4,873,309, including separate pedestrian bridge
Long-term Viability	<p>Existing PMR bridge was built in 1983. Remaining service life likely less than 50 years.</p> <p>Remaining service life of refurbished pedestrian bridge will be an unknown given the core components of the bridge will have already been in service for an extended period of time.</p>	New PMR bridge will have 75 year service life resulting from following AASHTO LRFD design code. Measures can be taken during design and construction to increase service life beyond 75 years and reduce maintenance costs compared to Alternative 1.

Evaluation Criteria	Alternative 1: Preserve The Existing Bridge By Widening, Constructing a New Separate Shared-Use Bridge, Construct Concrete Box Culvert	Alternative 2: Replace The Existing Bridge and Construct a New Roadway Bridge With Separate Shared-Use Bridge
	Maintenance costs are difficult to estimate given the condition of the bridge is unknown.	New shared-use bridge will have 75 year service life resulting from following AASHTO LRFD design code. Maintenance costs will be lower than Alternative 1.

### Conclusion

The comparative analysis conducted above results in the project team selection of Alternative 2. Long-term viability was the key determining factor. Although the initial construction cost is higher, the lifespan of the new bridge will be 75 years with minimal maintenance. In Alternative 1, the existing portion of the widen bridge is already almost 30 years old. Additionally, there will be increased maintenance associated with the box culvert structure.

Aesthetics are also a consideration in the determination of the selected alternative. As discussed, the pedestrian bridge in either option provides several opportunities for aesthetic upgrades. Looking at the project long term, the full project scope should be considered and the 5-barrel CBC in Alternative 1 may be visually detracting.

As noted, the pedestrian bridge and pathway can be constructed independently of the roadway/bridge for both alternatives. The Town is currently exploring the opportunity for an alternative bridge/pathway that would be located on the Town & Meadows LLC property. The pathway alignment would cross the channel just south of the gas metering station and the pathway would then continue along the south edge of the Town & Meadows LLC property. Should the Town finalize the option to construct the pathway in this location, the Alternatives presented here would still be applicable as they apply to the ultimate cross section of PMR to meet the future traffic demands.

## D. Development Considerations

The identification of environmental issues will be developed in coordination with the ADOT Environmental Planning Group (EPG). The required documentation will be prepared.

**Biological Resources:** A 2014 review of the Arizona Game and Fish Department On-Line Environmental Review Tool indicates that there are special status species of concern within the project vicinity. A site visit and preparation of a Biological Review (BR) would be required to address the potential for the project to affect federally listed threatened and endangered species, and migratory birds. It is assumed that no protocol surveys for special status, threatened, or endangered species would be required.

**Hazardous Materials:** A Preliminary Initial Site Assessment (PISA) would need to be prepared for the entire project footprint. The PISA would include an evaluation of an environmental

database report (prepared by Allands) and a site visit. If load-bearing structures are modified or altered, an asbestos survey would be required. In addition, if work occurs on existing structures that have been painted or roadway stripe obliteration is necessary, a lead-based paint analysis would be required.

**Cultural Resources:** A preliminary search of the AZSite on-line cultural resources database indicates that the project area has not been subject to prior cultural resource survey. A cultural resources survey of the existing right-of-way (R/W), as well as any required areas of new R/W and temporary construction easements would be required. Electronic records at AZSite and the Apache-Sitgreaves National Forests would be consulted for known cultural resources and prior projects within one half-mile of the project.

**Section 404:** A Preliminary Jurisdictional Delineation and Wetland Delineation of Waters of the U.S. would need to be prepared to determine the extent of Waters/wetlands in the project area. Impacts to jurisdictional Waters would require a Clean Water Act Section 404 permit from the U.S. Army Corps of Engineers (Corps). The type of permit required is based on project impacts. If wetlands are identified within the project area and would be impacted by project construction, an Individual Permit from the Corps would be required. If project construction avoids impacts to wetlands, a Nationwide Permit from the Corps would be required.

Any permanent impacts to wetlands will require an Individual 404 permit and Individual 401 Water Quality Certification from ADEQ. Any impacts to wetlands will require valid justification, and resolving wetland issues may add considerable time and effort to the permitting process. The individual permit application will require a reasonable explanation for why impacts to the wetlands and other waters can't be avoided or minimized beyond what is proposed.

If the existing downstream weir is removed, the loss of habitat that had been created by the impoundment will need to be assessed. The existing habitat in the area expected to be impounded by the new upstream weir will also need to be assessed, so that project impacts to fish and wildlife resources, including migratory birds, can be determined and, if appropriate, mitigated. It should be noted, however, that elevation of the new weir would be set at an elevation that would most closely maintain the shape and size of the existing impounded area.

Any permanent impact to wetland will require an Individual 404 permit and Individual 401 Water Quality Certification from ADEQ. If removal of the weir downstream of the bridge is expected to result in the permanent loss of wetland that has developed because the weir impounds water, the Corps would likely require compensatory mitigation for both direct and indirect impacts to the wetland. A direct impact to the wetland would occur if the new weir is constructed in the wetland; an indirect impact would occur if wetland is expected to be converted to upland because the water that supports the wetland is removed by removing the existing weir. If the existing impoundment is allowed to remain, an individual permit would still be needed if any portion of the project footprint is within wetland areas. In-lieu fee mitigation credits may be available for purchase, but that would have to be confirmed; credits for wetland impacts are likely to be costly. An Individual Permit takes approximately 6 months to complete and be approved, including a 30 day public notification period within this time frame. However, considerable time and effort would likely need to be expended before the application is submitted to demonstrate to the satisfaction of the Corps that it is not feasible to construct the project without permanently affecting wetlands. Solid justification will be needed.

Task needed to address this issue are wetland delineation, Section 401 Individual Water Quality Certification; and Section 404 Individual Permit. Estimated durations are 6-9 months. Additionally, the wetland delineation would need to be completed during the growing season.

More than one acre of land will be disturbed and an Arizona Pollutant Discharge Elimination System (AZPDES) General Permit will be required. A Storm Water Pollution Prevention Plan (SWPPP) will also be required.

In accordance with Federal Regulation 23 CFR, Part 650, Subpart B, construction projects that are federally funded shall provide design features to reduce erosion and minimize sedimentation during and after construction, when applicable.

The project is not located within a PM<sub>10</sub> non-attainment area.

New right-of-way and temporary construction easements (TCE) will be required for the selected Alternative 2. Preliminary new right-of-way and TCE's are shown on the plans. Final right-of-way requirements will need to be determined during the 30% stage of final design. Any right of way costs would be established at that time.

Utility relocations will be required for this project. There are several water valves located behind the sidewalk in the southeast corner of the SR 260/PMR intersection. These will likely need relocated or adjusted to grade. The waterline continues east and there are two additional water valves that will need to be adjusted to grade. The existing waterline mounted on the north side of the bridge will require relocation for either alternative. Arizona Water Company has indicated they will cover the cost of the relocation.

There is an existing power pole located in the southeast corner of the SR 260/PMR intersection that will require relocation.

The existing storm drain manhole currently located in the northeast corner of the SR 260/PMR intersection will require relocation.

Utility relocations will be further evaluated during final design.

Pavement striping removal, as necessary, will require lead-based paint testing prior to construction in lieu of MSDS showing the existing paint does not contain lead.

The plans for all improvements shall be in conformance with AASHTO and ADOT standards as promulgated by MAG.

## **E. Other Requirements**

Federal Aid Number HPP-PLS-0(201)A, TRACS No. 0000-NA-PLS-SS864 03D, Town of Pinetop-Lakeside Porter Mountain Road Bridge over Billy Creek is a project to evaluate alternatives to improve/replace an existing 2-lane vehicular bridge on Porter Mountain Road over Billy Creek. The project will be administered by the Arizona Department of Transportation (ADOT) Statewide Management Section, in coordination with the Town of Pinetop-Lakeside.

The project is a reconstruction project located in the Town of Pinetop-Lakeside and within Navajo County. The project falls within the ADOT Globe District.

Documentation indicates that the project is eligible for State Transportation Program Funds in the amount of \$1,475,000 with a required local match of \$89,157. It has been determined that the bridge is not eligible for Bridge Replacement Program Funds because it is neither functionally obsolete nor structurally deficient. Funding sources and amounts will need to be resolved prior to final design.

The final design will be completed by a design consultant with the anticipated Project Bid Date in the fall of 2015. Winter weather is a construction schedule consideration.

## **F. Estimated Cost**

Preliminary cost estimates for Alternative 1 and 2 have been developed as a part of this PA. The cost estimate includes costs for demolition, construction of new improvements and mobilization. The estimated costs are based on unit prices from ADOT's E2C2 Bid Item History.

The asphaltic concrete thickness was assumed to be 5 inches on PMR and 2 inches on the pathway. The aggregate base depth was assumed to be 10 inches on PMR and 6 inches on the pathway.

Right-of-way, temporary construction easement (TCE), permit, and other regulatory costs, if any, are not known at this time and are not itemized in the estimates. A category entitled "Miscellaneous Items Yet to be Determined" has been added to the estimates in an effort to budget for these and other items in the total project costs. Ten percent of the construction line items has been used as the factor.

Professional fees such as design and environmental services associated with potential wetland delineations are not reflected in the estimates.

The estimated Total Project Cost for the preferred alternative for this project is \$4,873,309. ADOT will administer bidding, contract award and project construction. The project will be competitively bid and the contract awarded to the lowest responsive bidder.

## **G. Action Required**

This project is currently programmed in the FY13-FY17 State Transportation Improvement Program (STIP). During Final Design the Project Manager may be required to submit this project to the Project Review Board (PRB) for scope, schedule or budget updates.

## **H. Service Involvement Sheet**

A Service Involvement Sheet for this project is included in Appendix C

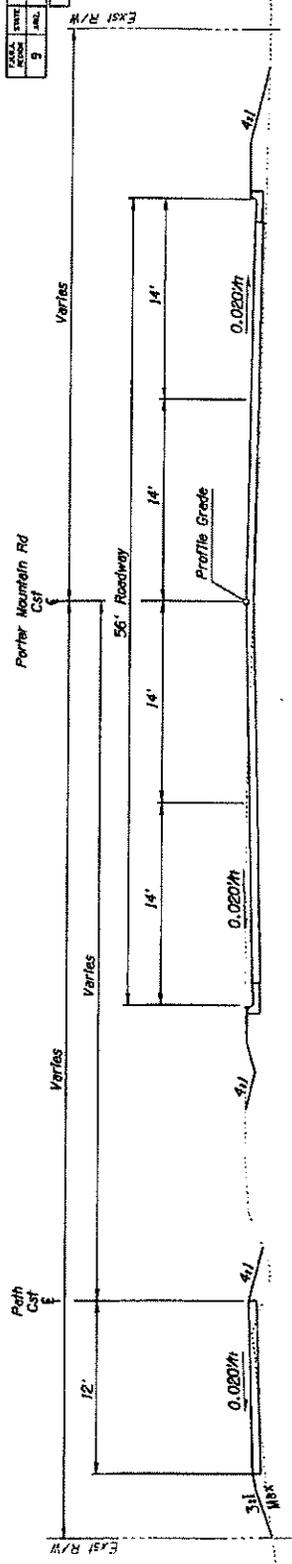
## **I. Itemized Cost Estimate**

An itemized preliminary estimate for this project can be found in Appendix D of this report. The shared-use path and bridge has been broken out in the cost estimates found in Appendix D in order to provide an estimated cost for path and shared-use bridge only project.

## **Appendix A. Alternative 1 Plans**

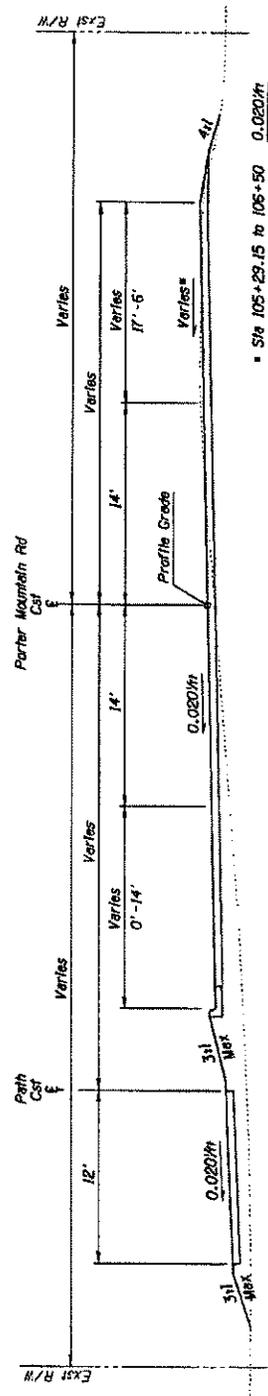


PROJECT NO.	000-00000	SHEET NO.	AS BUILT
DATE	9	SCALE	0.00 XX 0.00



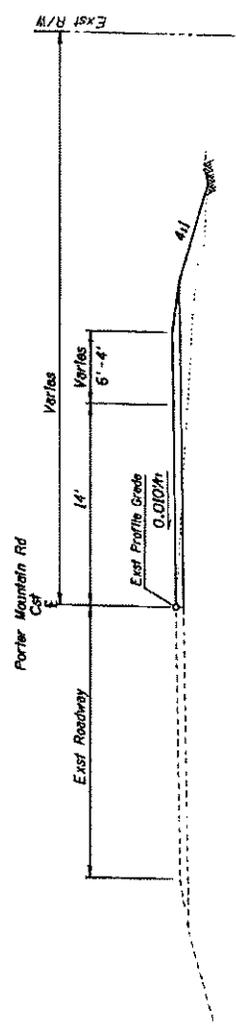
**TYPICAL SECTION**

Porter Mountain Rd Site 100+32.35 to 104+18.84  
 Porter Mountain Rd Site 104+18.84 to 104+92.06 (Bridge Exception)  
 Porter Mountain Rd Site 104+92.06 to 105+29.15



**TYPICAL SECTION**

Porter Mountain Rd Site 105+29.15 to 106+50  
 Porter Mountain Rd Site 106+50 to 107+00  
 Porter Mountain Rd Site 107+00 to 109+43.25



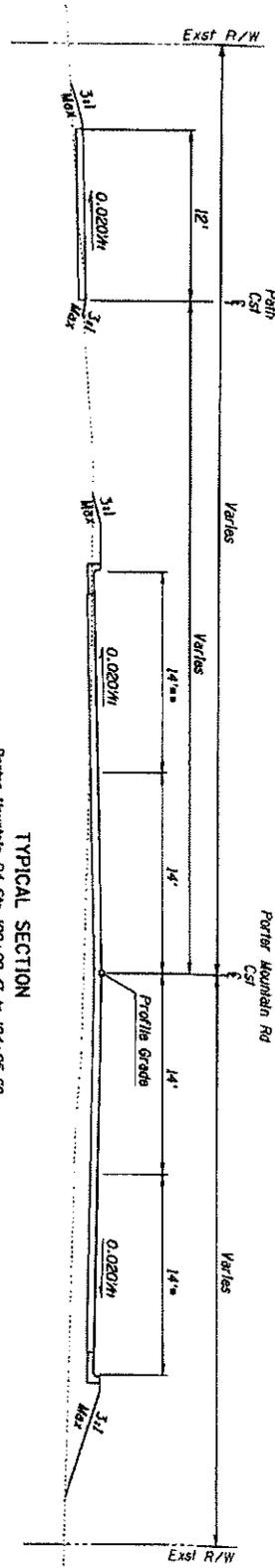
**TYPICAL SECTION**

Porter Mountain Rd Site 109+43.25 to 110+93.58

DESIGNER	CH2M HILL	DATE	02/10/00
CHECKED	XXXXX	DATE	02/10/00
APPROVED	XXXXX	DATE	02/10/00
PROJECT	PORTER MOUNTAIN ROAD BRIDGE	PROJECT NO.	55864 03D
ALTERNATIVE	ALTERNATIVE 1	TRACS NO.	55864 03D
DESIGN SHEET	TYPICAL SECTIONS	PLS-0201A	0F
NOT FOR CONSTRUCTION OR RECORDING			
STAGE	PRELIMINARY		

4/18/2014 C:\p\060010\0201A\110\060010\0201A\05586403D\PLS-0201A.DWG





**TYPICAL SECTION**  
 Porter Mountain Rd Sta 100+29.47 to 104+05.60  
 Porter Mountain Rd Sta 104+05.60 to 105+95.28  
 Porter Mountain Rd Sta 105+95.28 to 109+08.27

\* Varies 14'-4.9' Sta 105+95.43 to 109+08.27  
 \*\* Varies 14'-2.9' Sta 106+50.00 to 109+00.00

SCALE	DATE	PROJECT NO.	SHEET NO.	TOTAL SHEETS	AS BUILT
9	07/17/2017	000-000000	000 XX 000		

NO.	DESCRIPTION	DATE	BY	REVISION
1	DESIGN SHEET	07/17/2017	J. BARNETT	
2	TYPICAL SECTIONS	07/17/2017	J. BARNETT	
3	ALTERNATIVE 2	07/17/2017	J. BARNETT	

PROJECT: PORTER MOUNTAIN ROAD BRIDGE OVER BILLV CREEK  
 TRACS NO. 65864 03D  
 P.L.S. 012011A  
 PRELIMINARY  
 STAGE 1  
 NOT FOR  
 CONSTRUCTION  
 OR RETROFITTING  
 DATE: 07/17/2017

07/17/2017  
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## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Name: Linda G. Kingery	Date: December 2, 2014
Representing: White Mountain S.A.F.E. House	Phone: 813-410-4374
The project is: Renovation of the White Mountain S.A.F.E. House	
<p><u>How will the CDBG funds be used?</u> 1. Roof removal &amp; installation of new upgraded roofing 2. Replace &amp; install new windows with upgraded dual pane glass 3. Replace and install new air conditioning and heating unit 4. Place a cement slab in front of the storage unit and a cement walk way around the house.</p>	
<p><u>Location and mailing address for the project:</u> White Mountain S.A.F.E. House, P.O. Box 1890, Pinetop, AZ 85935 928-367-6017</p>	
<p><u>What is the problem that will be solved with the project?</u> A new roof and upgraded dual pane windows will reduced heat loss and as a result lower heating costs. Currently, the roof leaks resulting in internal damage and the potential for mold. Our current air conditioning and heating unit is not energy efficient, due to poor air flow we have to add portable heating units. The cement slab and walkway will provide better conditions for residents and staff when they are outside.</p>	
<p><u>Describe the persons who will benefit.</u> The residents of the WMSH are women and children who are victims of domestic violence. A crime that continues to increase. From October 31, 2013 to October 31, 2014 our total bednights have increased by 36%. For adult residents the increase is 19% and children and increase of 67%</p>	
<p><u>At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income?</u> (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.) Most of our residents are TANF eligible, unemployed and receiving some type of governmental support.</p>	
Total number of persons who will benefit 255 -139 adults and 116 children. This is the numbers from 12-1-13 through 12-1-2014	Number of low-moderate income persons who will benefit: All of our residents. 255
Estimated cost is at least \$ <u> \$175,000.00 </u> and \$ <u> 175,000.00 </u> in CDBG funds is needed.	
How were the cost estimates derived? At the present time the costs are estimates, it was difficult at the Holiday time of year to get contractors out to give bids. We are aware that the next process is to get set bids.	
If other funds are needed for the project, what is their source? N/A	

Are the other funds legally committed to the project? If they are not legally committed by December 31, 2013, the project is not eligible. (You will need proof for the application.)

No

Contact Person for this project: Linda G. Kingery

Address :P.O. Box 1890  
Community: Pinetop, AZ

Zip:85935

Phone:928-367-6017

813-410-4374 (cell)

E-mail (if available): linda.kingery@wmsafehouse.org

Fax:928-367-0223

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
- Project Operations Budget
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.

\_\_\_\_\_  
Authorized Signature

**THIS FORM MUST BE COMPLETE  
UNSIGNED REQUESTS WILL NOT BE CONSIDERED  
BY THE COUNCIL / BOARD**

**PROJECT BUDGET**

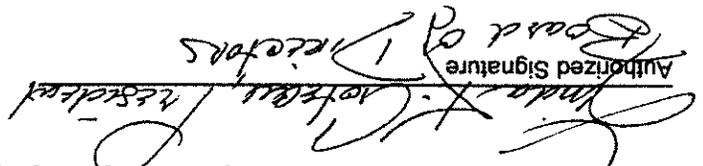
**ORGANIZATION BUDGET**

REVENUES			REVENUES	
CDBG	\$		CDBG	\$
	\$			\$
	\$			\$
	\$			\$
TOTAL REVENUES	\$		TOTAL REVENUES	\$
EXPENSES			EXPENSES	
Salaries (city of Pinetop grant Coordinator, plus increase In WMSH Shelter director & Grant director's hour	\$	45,000.00	Salaries	\$
Fringes	\$		Fringes	\$
Professional & Outside	\$		Professional & Outside	\$
Travel	\$		Travel	\$
Space	\$		Space	\$
Materials & Supplies	\$		Materials & Supplies	\$
All constructions costs (materials, Labor, etc)	\$	125,000.00	Operating Expenses	\$
Other (NACOG application review	\$	5,000.00	Other (name)	\$
Other (name)	\$		Other (name)	\$
Other (name)	\$		Other (name)	\$
Other (name)	\$		Other (name)	\$
TOTAL EXPENSES	\$	175,000.00	TOTAL EXPENSES	\$

This is the budget for the project only, if appropriate. If it is a construction project, attach a breakdown of major elements.

This is the budget for the organization as a whole. If you have your own format, attach that.

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BY THE COUNCIL / BOARD**

  
 Authorized Signature  
 Board of Directors

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

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Agency Operations Budget  
 Project Operations Budget  
 Firm Commitment of Financing  
 Donation/Volunteer Pledge

I/we have submitted, as appropriate (please check each that applies),

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

Contact Person for this project: Linda G. Kingery	
Address: P.O. Box 1890 Community: Pinetop, AZ	Zip: 85935
Phone: 928-367-6017	813-410-4374 (cell)
Fax: 928-367-0223	E-mail (if available): linda.kingery@wmsaftehouse.org

Are the other funds legally committed to the project? If they are not legally committed by December 31, 2013, the project is not eligible. (You will need proof for the application.)

No

## **NAVAJO COUNTY PUBLIC HEARING REGARDING USE OF CDBG FUNDS**

Navajo County is expected to receive approximately \$369,726 in fiscal year 2015 Federal Community Development Block Grant (CDBG) funds from the Arizona Department of Housing Regional Account. CDBG funds must be used to benefit low-income persons and areas, alleviate slum and blight, or address urgent need. Based on citizen input as well as local and state planning objectives several potential projects have been selected to be forwarded to the State of Arizona with a request for funding. A public hearing will be held at the regular Navajo County Board of Supervisors meeting at 9:00 a.m. on January 13, 2015 at the Navajo County Governmental Complex Board Chambers, 100 E. Code Talkers Drive, Holbrook, Arizona 86025 to discuss the potential projects. It is expected that the Board of Supervisors will select the final projects at this hearing and adopt applicable resolutions. The potential CDBG projects are named and described as follows:

1. Navajo County Sheriff's Office dispatch 911 consoles and equipment replacement – Central and North Navajo County service areas – Amount Requested \$369,726
2. White Mountain S.A.F.E House building improvements and salaries – Pinetop service area - Amount Requested \$175,000
3. Design and construction of sidewalk improvements Phase I at Johnson Drive – Pinetop-Lakeside service area – Amount Requested \$100,000
4. Phase II pedestrian improvements to Porter Mountain Road – Pinetop-Lakeside service area – Amount Requested \$100,000
5. Pinetop-Lakeside Senior Center Upgrades – Pinetop-Lakeside Service Area – Amount Requested \$100,000

To review project proposals, file grievances or learn more about the CDBG program contact:

Lynda Young, Community Services Director  
Navajo County  
P.O. Box 668  
Holbrook, Arizona 86025  
E-mail: [Lynda.young@navajocountyaz.gov](mailto:Lynda.young@navajocountyaz.gov)  
Phone: (928) 524-4271  
Fax: (928) 524-4052  
TTY: (800) 367-8939

Persons with disabilities who require special accommodations may contact Lynda Young at the above location at least 48 hours before the hearing.

## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Name: Pinetop-Lakeside Senior Citizens, Inc.	Date: 12-4-14
Representing: Pinetop-Lakeside Senior Center	Phone: 928-368-5869
The project is: ADA Improvements to the Senior Center	
<u>How will the CDBG funds be used?</u> <b>See attached</b>	
<u>Location and mailing address for the project</u> Physical address: 1594 Johnson Drive Lakeside, AZ 85929 Mailing address: PO Box 1780 Lakeside, AZ 85929	
<u>What is the problem that will be solved with the project?</u> Project is consistent with ADOH Application Handbook (pg. 25) – Completing rehabilitation for primarily senior citizens utilizing restrooms and all emergency exit doors for improved ADA accessibility.  Meets ADOH FY 2014 Action Plan; Appendix B – Priority for Five-Year Goals; Activity Senior Centers; Priority Ranking High	
<u>Describe the persons who will benefit:</u> Seniors aged 62 (96.22% LMI) and older and physically-challenged persons. The Senior Center provided congregate meals to 344 (2014DEC4 Participation Calculation). Congregate meals, free continental breakfast, and limited food pantry is available 5-days per week to seniors plus exercise and other classes.  Total number of meals served was 5,681 annually with 1266 free meals. This fiscal year so far we have served 2785 with 805 free.  <u>At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income?</u> (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.) Tracking is completed (weekly/monthly via registration sheets) for the Congregate Meal Program (on file in Administrative Office). Attached are 2 examples of this form.	
Total number of persons who will benefit Dec 4 <sup>th</sup> , 2014	344 as of Number of low-moderate income persons who will benefit: 331 or 96.22% (62+ persons)
Estimated cost is at least \$ <u>100,000</u> and \$ <u>100,000</u> in CDBG funds is needed.	
How were the cost estimates derived? Estimates were received from security/anti-theft alarm company, materials list from Home Depot and Bob Neff, licensed contractor in the White Mountains, Navajo County, AZ..	
If other funds are needed for the project, what is their source? N/A	
Are the other funds legally committed to the project? If they are not legally committed by December 31, 2013, the project is not eligible. (You will need proof for the application.)	

Contact Person for this project: Connie Clark		
Address: Community: Po Box 1486 Zip: 85929	Lakeside, AZ	Phone: 928-367-6983 home 928-368-5869 center
E-mail (if available): c.clark_az@yahoo.com lakesidesr@frontier.com		Fax:

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
- Project Operations Budget
- Firm Commitment of Financing
- Donation/Volunteer Pledge

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If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.

\_\_\_\_\_  
Authorized Signature

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/ BOARD**

**DO NOT USE THIS PAGE 2 SEE ATTACHED SIGNED  
COPY AS THE CORRECT ONE TO USE.**

Contact Person for this project: <i>Connie Clark</i>		Phone: <i>928-367-6983</i>
Address: <i>Lakeside</i>	Community: <i>PO BOX 1486</i>	Phone: <i>928-368-5869</i>
	Zip: <i>85929</i>	Fax:
E-mail (if available): <i>c.clark-qz@yahoo.com</i>		

*lakesidesr@frontier.com*

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
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*Connie R Clark*

Authorized Signature

*Treasurer,  
Board of Directors*

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## Projects listing by priority

### 1. ADA improvements:

Front door – install type of door that has a push button entry (example is the type at the hospital where you push a square silver button to open on either side). Also we need new concrete ramp (not just a new layer put over existing ramp) with a longer slope and new metal handrail for second side.

Activities room exit - We had an aluminum set of steps there but over Thanksgiving weekend someone stole them. We want to build a platform out from the door and then put a long ramp going down to the ground. This will be continued out to the parking lot with new sidewalk.

We have a double door from inside the center leading from the main hallway to the thrift shop. We want to make one half of this door a wall and install the same type of push button door as on the outside. The door we have does not stay open and is heavy to open and close for someone in a wheelchair or using a walker unless someone is with them to help.

Upgrade our bathrooms to be bigger stalls, easy clean walls and flooring, and new sink area.

In activities room, we want to install a new drop ceiling and improved lighting. We have seniors who quilt and knit and the lighting is very poor in there.

We also need 3 rows (2 in each row) of new lighting in our thrift shop. We want to cover the industrial lights (5) in there but if we can't find the correct material we will need to install new lights.

2. Finish installation of cabinetry on 2 half walls in dining room. They will match the cabinets that were installed with the last CDBG grant.
3. New burglar security alarm.
4. Remodel the office to accommodate our filing in a secure fire resistant place. Right now all the documents that we need to store for 5-7 years is locked in a bathroom in the men's bathroom.

# Northern Arizona Council of Governments

Frank Althouse

AREA AGENCY ON AGING - 43 S. San Francisco St. Flagstaff, Arizona 86001 \* 1-877-521-3500  
 FAX (928) 214-7235 Relay; TTY 1- 800- 842-4681\* E-Mail: aaadir@nacog.org \*www.nacog.org/aging

CHRIS FETZER  
 EXECUTIVE DIRECTOR



## CONGREGATE MEALS REGISTRATION

SITE Pinetop-Lakeside Registration Date 8/14/14 Social Security No. [REDACTED]

Althouse Frank Date of Birth 7/28/35  
 Last Name First Name

PO Box 1509 Show Low AZ 85902  
 Address City State Zip

Male  Female  Age Group: Under 60  60-74  75+  Phone# (928) 532-8227

\*\*\*Please enter emergency contact name Kaycee Spadaro  
 Phone/cell number (480) 201-7841

<u>Marital Status</u>	<u>Ethnic Background</u>	<u>Income Level</u>
Single <input type="checkbox"/>	White <input checked="" type="checkbox"/>	Less than \$300 <input type="checkbox"/> \$300 - \$499 <input type="checkbox"/>
Married <input checked="" type="checkbox"/>	Black <input type="checkbox"/>	\$500 - \$699 <input type="checkbox"/> \$700 - \$899 <input type="checkbox"/>
Divorced <input type="checkbox"/>	Hispanic <input type="checkbox"/>	\$900 - \$1499 <input type="checkbox"/>
Widowed <input type="checkbox"/>	Asian/Pac <input type="checkbox"/>	\$1500 or more <input checked="" type="checkbox"/>
	Indian <input checked="" type="checkbox"/>	

----- PLEASE  
 TAKE A FEW MOMENTS OF YOUR TIME AND COMPLETE THE FOLLOWING SURVEY. The  
 information will only be used to identify common problems and give us an opportunity to  
 improve our programs. Please circle the number of each situation that applies to you.  
 -----

- I have an illness or condition that made me change the kind and or/amount of food I eat (2)
  - I eat fewer than 2 meals per day (2)
  - I eat few fruits or vegetables (2)
  - I have 3 or more drinks of beer, liquer or wine almost every day (2)
  - I have tooth or mouth problems that make it hard for me to eat (2)
  - I don't always have enough money to buy the food I need (4)
  - I eat alone most of the time (1)
  - I take 3 or more different prescribed or over-the-counter drugs a day (1)
  - Without wanting to, I have lost or gained 10 pounds in the last 6 months (2)
  - I am not always physically able to shop, cook, and /or feed myself (2)
  - I eat or drink few milk products (milk, yogurt, cheese) a day (2)
  - I drink less than 5 cups (8oz) of fluid a day (water, juice, tea) (2)
- Score 5

12:59 PM  
 12/04/14  
 Cash Basis

## Pinetop-Lakeside Senior Center Profit & Loss Budget Overview July 2014 through June 2015

	Jul '14 - Jun 15
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Bread Donation	1,200.00
Coffee Donation	360.00
Direct Public Support	
Corporate Contributions	7,000.00
Gifts in Kind - Goods	6,000.00
Individ, Business Contributions	1,800.00
<b>Total Direct Public Support</b>	<b>14,800.00</b>
Investments	
Interest-Savings, Short-term CD	20.00
<b>Total Investments</b>	<b>20.00</b>
<b>MEALS</b>	
AAA-NACOG lunch program	24,026.00
Lunch	27,000.00
Soup donation	120.00
Styro boxes	120.00
<b>Total MEALS</b>	<b>51,266.00</b>
Misc. revenue RENT	470.00
Other Types of Income	0.00
Program Income	
Membership Dues	1,800.00
<b>Total Program Income</b>	<b>1,800.00</b>
Recycle	50.00
Super Savers Fundraiser	365.00
Thrift Shop	32,000.00
<b>Total Income</b>	<b>102,331.00</b>
<b>Expense</b>	
Asset Purchase	1,390.00
Contract Services	0.00
Employee recognition	240.00
Facilities and Equipment	
Equip Rental and Maintenance	1,500.00
Kitchen freezer repair	500.00
Property Insurance	0.00
Rent, Parking, Utilities	0.00
Repairs for center	1,630.00
Facilities and Equipment - Other	0.00
<b>Total Facilities and Equipment</b>	<b>3,630.00</b>
Meal Expense	
dining room decor	200.00
Food Expense	18,000.00
Kitchen Cook payroll	12,480.00
Kitchen equipment	1,200.00
Kitchen help employee	8,216.00
Meal Expense - other	1,480.00
Take-out containers	50.00
Meal Expense - Other	0.00
<b>Total Meal Expense</b>	<b>41,626.00</b>
<b>Operations</b>	
Books, Subscriptions, Reference	250.00
Office	
Computer service	600.00
Office computer software	600.00
Office equipment	700.00
Office payroll	15,600.00
Office - Other	0.00
<b>Total Office</b>	<b>17,500.00</b>

12:59 PM  
12/04/14  
Cash Basis

**Pinetop-Lakeside Senior Center**  
**Profit & Loss Budget Overview**  
July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>
Postage, Mailing Service	55.00
Printing and Copying	15.00
Supplies	
Kitchen cleaning supplies	300.00
Office supplies	300.00
Supplies bathroom	200.00
Thrift shop supplies	100.00
<b>Total Supplies</b>	<u>900.00</u>
Telephone, Telecommunications	1,428.00
Operations - Other	105.00
<b>Total Operations</b>	<u>20,253.00</u>
Other Types of Expenses	
Insurance - Liability, D and O	4,221.00
Insurance - Workers' Comp	817.00
Level 1 Security clearance	264.00
Other Costs	1,200.00
<b>Total Other Types of Expenses</b>	<u>6,502.00</u>
Payroll Expenses	
Fed/Fica/WH tax	0.00
State W/H taxes	0.00
Payroll Expenses - Other	3,719.00
<b>Total Payroll Expenses</b>	<u>3,719.00</u>
Thrift Shop Expenses	
Thrift Shop payroll	12,324.00
Thrift Shop Expenses - Other	400.00
<b>Total Thrift Shop Expenses</b>	<u>12,724.00</u>
Travel and Meetings	
Travel	500.00
<b>Total Travel and Meetings</b>	<u>500.00</u>
Utilities	
Electricity	4,200.00
Gas	2,479.00
Refuse pickup	1,217.00
Sewer quarterly	360.00
Water	1,176.00
Utilities - Other	200.00
<b>Total Utilities</b>	<u>9,632.00</u>
<b>Total Expense</b>	<u>100,216.00</u>
<b>Net Ordinary Income</b>	<u>2,115.00</u>
<b>Net Income</b>	<u><u>2,115.00</u></u>

PROJECT BUDGET

ORGANIZATION BUDGET **SEE ATTACHED**

REVENUES		REVENUES
CDBG	\$	CDBG \$
	\$100,000	
	\$	
	\$	
TOTAL REVENUES	\$100,000	TOTAL REVENUES \$
EXPENSES		EXPENSES
Salaries	\$	Salaries \$
Fringes	\$	Fringes \$
Professional & Outside	\$ 0	Professional & Outside \$
Travel	\$	Travel \$
Space	\$	Space \$
Materials & Supplies labor	\$ 100,000	Materials & Supplies \$
Operating Expenses	\$	Operating Expenses \$
Other (name)	\$	Other (name) \$
Other (name)	\$	Other (name) \$
Other (name)	\$	Other (name) \$
Other (name)	\$	Other (name) \$
TOTAL EXPENSES	\$ 100,000	TOTAL EXPENSES \$

This is the budget for the project only, if appropriate. If it is a construction project, attach a breakdown of major elements.

This is the budget for the organization as a whole. If you have your own format, attach that.