

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

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February 11, 2010
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order **Mayor Moore** called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation **Ron Stilwell** led the pledge of allegiance and **Councilman Hamby** offered the invocation.
- C. **Roll Call** **Mayor John Moore and Councilmen Don Dent (Vice-Mayor), Andrew Hamby, Frank McNelly, Bill Miller, James Wurgler and Kevin Young were present and constituted a quorum.**
Present from City Staff were Assistant City Manager/Finance Director Joe Duffy, Police Chief Herman Nixon, Public Works Director Glenn Cornwell, Water Superintendent Ron Stilwell, and City Clerk/Human Resources Director Susan Kerley.
- D. Approval of Minutes **Councilman Dent** moved to approve the minutes of January 28, 2010. **Councilman Miller** seconded, and the motion carried 6-0.
- E. Adoption of Agenda **Councilman Young** moved to adopt the agenda. **Councilman Miller** seconded and the motion carried 6-0.

II. PRESENTATIONS: NONE

III. PUBLIC PARTICIPATION:

Sandy Arcari, Chairperson of Friends of the Williams Aquatic Center, thanked **Mayor and Council** for the opportunity to review and evaluate the Aquatic Center and the possibility of making recommendations to go forward. She thanked **Councilman Miller** and **Joe Duffy** for their encouragement, support and patience. She also thanked **Joanna Pettit** and **Susan Kerley** for being very helpful. **Mayor Moore**, speaking for him and Council members, said that they support and appreciate what is being done.

Brittany Price and **Tracy Wygal** appeared to make sure they are doing what is necessary and quickest to open a day care facility. **Joe Duffy** told Mayor and Council that **Building Inspector Tim Pettit** and **Public Works Director Glenn Cornwell** are reviewing the necessary steps, and this item has already been put on the agenda for the Planning and Zoning Commission.

Buck Williams addressed Mayor and Council, reporting that, as a result of snow removal, he has a bank of ice in front of his house. Because of this, he has received notice from the Postal Service that 15' must be cleared before his mail can be delivered. **Mayor Moore** asked **Glenn Cornwell** to look into this situation the next day.

Molly Harris, a private citizen appearing about the pool closure, said that when she heard two weeks ago about the pool closing, she made the suggestion to raise fees at the golf course to help support the pool. She collected financial reports from the City to see if raising fees would be feasible and concluded that it would not because the golf course lost money. She wondered why the golf course could borrow about \$2 million from electric revenues since it was losing money. **Councilman Dent** clarified, saying that the document **Ms. Harris** saw showed that the golf course borrowed \$2 million to build the addition to the course, and the money is being paid back from golf course revenues. **Mayor Moore** said that he personally supports the pool and will contribute to it but cannot in good conscience spend \$20,000 per month to keep it

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open. He closed the discussion by pointing out that the next step is for the committee from Friends of the Aquatic Center to come forward with a plan.

IV. CONSENT AGENDA ITEMS:

- A. Approval of Purchase Orders: J. Duffy
- B. Approval of Check Register for the month ended January 31, 2010: J. Duffy

Councilman Wurgler moved to approve the consent agenda items. **Councilman Young** seconded, and the motion carried 6-0.

V. NON-CONSENT AGENDA ITEMS:

- C. Discussion and decision regarding rental of DMV Building: J. Moore

Mayor Moore introduced **Ken Foote**, an authorized third-party (ATP) contractor for the DMV with locations in Prescott and Prescott Valley. **Mr. Foote** has been informed that the State will keep the DMV office in Williams open three to four weeks longer, two to three days a week. He is working with the State to take over the local operation so that its continuity will not be affected. His business would be able to perform 95% of the functions of the current DMV office. He asked for a one-year lease for the DMV building at \$500 per month with the City maintaining the public restrooms. **Councilman McNelly** made a motion to enter into a one-year lease for \$500 per month, and **Councilman Miller** seconded it. The motion carried 6-0.

- D. Discussion and decision to approve Resolution 1247, changing the name of Morse Avenue to Rodeo Road: S. Kerley

Susan Kerley read the resolution by number and title only. **Mayor Moore** ascertained that she had checked on the process of making such a change. **Ms. Kerley** responded that she had checked with the Postal Service and Officer Sam Espinoza, who administers the 911 system. She will get the name change information to them should Council approve the resolution, and they will follow the necessary procedures. **Councilman McNelly** made a motion to approve Resolution 1247, changing the name of Morse Avenue to Rodeo Road. **Councilman Young** seconded the motion, and it carried 6-0.

- E. Discussion and decision regarding proposed Parks and Recreation fees: Parks and Recreation Committee Chair, Carol Glassburn

Carol Glassburn noted that the recommendations by the Parks and Recreation Committee exclude the Aquatic Center, the Golf Course, and the Shooting Range. However, they are willing to meet with the Friends of the Aquatic Center to review their suggestions. The P & R Committee has inspected all the City's recreational facilities and has recommended reasonable fee increases. Ultimately, it is Council's decision to approve these increases and to determine whether or not to waive fees for non-profit groups. **Mayor Moore** would like Council to adopt procedures and policies and delegate their enforcement to the P & R Committee. Once policies and procedures are in place, Council does not need to make a determination on fees for each group wishing to use the facilities. **Councilman Young** made a motion to instruct Staff to review the recommended fees and to table further discussion and a decision until the next meeting on February 25th. **Councilman McNelly** seconded this

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motion, and it carried 6-0.

- F.. Discussion and decision regarding Visitor Center lease renewal with the United States Forest Service (USFS): J. Duffy

Joe Duffy reviewed the history of the City's partnership with the USFS at the Visitor Center: The Forest Service and, under its auspices, the National Parks Service, has partnered with the City in providing employees to operate the Visitor Center for years and years. At first, the USFS paid one-half of expenses monthly when the City invoiced them. Then, they began paying annually, basing their payments on a calculated average and including an inflation factor. They also added another \$5,000 per year for capital improvements – doors, carpet, etc. They have agreed to a five-year lease with three, five-year renewals. The lease requires a 30-day notice of cancellation by either party. **Councilman Hamby** asked if \$1.00 per square foot were the going rate for a building in that part of town and if this were the fair market value. **Mr. Duffy** and **Councilman Miller** noted the value of the working partnership along with the Visitor Center's role in bringing visitors and money into town. **Councilman Miller** made a motion to approve the lease with the USFS, and **Councilman McNelly** seconded it. The motion carried 6-0

- G. Discussion and decision regarding donation of ice rink to the City of Flagstaff: G. Cornwell

Glenn Cornwell explained that Flagstaff needs to fill in the gap until its ice rink, damaged by recent snow storms, can be repaired and re-opened. He suggested giving them our ice rink but keeping the two Conex storage boxes. The Zamboni would be placed for sale on E-Bay. In consideration of this donation, Williams would be allowed to select some equipment from Flagstaff's spring sale. Direction from Council was requested. **Councilman McNelly** made a motion to proceed with donation of the ice rink to Flagstaff. The motion was seconded by **Councilman Miller**, and it carried 6-0.

- H. Discussion and decision regarding NACOG-funded road projects: G. Cornwell

Glenn Cornwell has identified about \$1.1 million in the functional classification – money that must be spent on specified roads. The money could be available to Williams within three years, \$360,000 in 2010 and \$760,000 in 2013. Page would have to allow Williams to move forward on the NACOG list. **Mr. Cornwell** explained that there are two types of acceptable projects: (1) New construction – Morse Avenue could qualify if we paid about \$11,000 for an environmental study; and (2) Overlays – mills or micro seals in which a special membrane is used with a slab. Staff needs to have direction from Council because we have to be ready if funds become available. **Joe Duffy** added that if a \$365,000 project were chosen, we could probably do it this summer. There are three choices: (1) small project; (2) large project; (3) no project this year. Several possible projects and their funding were discussed. **Councilman McNelly** made a motion to table this until Council meets on February 25th to allow consideration of this important decision. **Councilman Hamby** seconded the motion, and it carried 6-0.

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VI. REPORTS AND INFORMATION ITEMS:

A. Mayor and Council **Mayor Moore:** The local dry cleaners may be closing. Please drop by and encourage them to stay open.

Councilman Miller: He and **Joe Duffy** met with the Friends of the Aquatic Center. There was discussion of putting together a volunteer grant-writing group. He encouraged Council to support **Susan Kerley's** participation in a grant-writing boot camp for two days in March. She would be in a position to help train a volunteer grant-writing group in researching and writing grant proposals for the pool and other projects.

Councilman McNelly: He met with Marty Schramm of the Forest Service to discuss Williams Ski Area. The City wants and needs an operational ski run. Currently, the permittee is less than filling its obligations in this regard. As leaders, Council should be supporting a ski run that is operational.

B. Staff Reports

Joe Duffy: We have to do CDBG hearings. We have eight applicants for funds. Would Council prefer to hear a presentation from each group or to only receive packets from them? **Mayor Moore** asked that each group have one presenter who concludes within five minutes. This will be on the March 11th agenda, and **Mr. Duffy** will review the applications and provide copies to Council as soon as possible.

Glenn Cornwell: He teleconferenced with FEMA and learned that the emergency funds will soon be available.

Herman Nixon: The Police Department received approval for a brand new Tahoe 4 x 4 that is paid for. The basketball team remains undefeated, winning the tournament at Kayenta. The last tournament of the season is on Saturday morning at 10:00.

Ron Stilwell: The new buildings are up at the Waste Water Treatment Plant, and the lab is up and running.

VII. ADJOURN:

Councilman McNelly made a motion to adjourn, seconded by **Councilman Young**. The meeting adjourned at 8:49 p.m.

Mayor John Moore

ATTEST

City Clerk