

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

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JANUARY 8, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and Barbara Brutvan offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler (late arrival) were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes December 11, 2014 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman Payne made a motion to adopt the Agenda as presented. Councilman Wurgler seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman McNelly made a motion to approve the Consent Agenda Items as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.
- B. Approval of Check Register, Month Ending December 31, 2014: K. Buonocore

V. NON-CONSENT AGENDA ITEMS

- C. Council will review and may approve Bid Package to Solicit Contractor for new well construction: B. Buchanan Councilman Wurgler made a motion to approve the Bid Package to Solicit Contractor for new well construction, and it was seconded by Councilman Hiemenz. Brandon Buchanan said the well needs a name. Councilman McNelly made a motion to name it, "Sweetwater Well." Councilman Hiemenz seconded the motion, and it carried 6-0.
- D. Council will review and discuss draft of Construction Finance Agreement for new substation project: B. Buchanan Brandon Buchanan explained that the salient points are on page 2, items a. and b. We are going back and forth between our attorney and APS' attorneys on these points that are more a matter of semantics than anything else. We can't agree to agree to something before negotiations are undertaken. Councilman Wurgler said his understanding is that we are not in any position to make an approval

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of the Agreement tonight. Basically, Council is instructing staff to continue negotiations on the Agreement. Brandon Buchanan replied that we are asking for consensus. We cannot agree to anything before we have discussions of the remaining points. In paragraphs 8 and 13, they want to strike the non-appropriation clauses. Our Counsel says this is immaterial because it is covered by State law whether it appears in the contract or not. Mayor Moore said a decision may be made at the next Council meeting.

VI. *REPORTS AND INFORMATION ITEMS:*

- O. Mayor and Council None
- P. Staff Reports Kyle Christiansen received a certificate from the Yarnell Fire Department, recognizing and thanking Williams for its help during and after their disastrous fire.

VII. *ADJOURN:* Councilman McNelly made a motion to adjourn, and it was seconded by Councilman Wurgler. The motion carried 6-0, and the meeting adjourned at 7:16 p.m.

Mayor John Moore

ATTEST:

City Clerk

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JANUARY 22, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation The pledge of allegiance was given, and George Glen offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes Councilman Fritsinger made a motion to approve the minutes as January 8, 2015 presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman McNelly made a motion to adopt the Agenda as presented. Councilman Dent seconded the motion, and it carried 6-0.

II. PRESENTATIONS

- A. Parents Who Care – *Yes, I Can* will provide information regarding the 2015 grad night. Miranda Velasco explained that, after the tragic loss of lives in 2007, Parents Who Care was formed in 2008 to provide safe graduation night celebrations. They asked that the City continue to support them, requesting \$1,500, the same amount given last year. Councilman McNelly made a motion to continue giving the \$1,500 for 2015, and it was seconded by Councilman Payne. The motion carried 6-0.

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve the Consent Agenda Items as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

- B. Council will discuss and may approve the Construction Finance Agreement with APS for the new substation project: B. Buchanan Brandon Buchanan noted that, at the last meeting, a couple of items were removed. Also in paragraph 1, page 2, the language was revised. Councilman Wurgler made a motion to approve the Construction Finance Agreement with APS for the new substation project. It was seconded by Councilman Hiemenz and a roll call vote was taken. All Council members voted in favor of approving the Construction Finance Agreement so it carried 6-0.

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VI. *REPORTS AND INFORMATION ITEMS:*

- O. Mayor and Council • Mayor Moore said the first 50 street lights of 200 are now up on the east end of Route 66.

- P. Staff Reports • Brandon Buchanan reminded that there will be a Council meeting on Thursday, January 29th, at 9:30 to have CDBG hearing #2, and if we have the well prices back, that item will also be on the agenda. Then from 10:00 a.m. until 2:00 p.m. Council will have a Retreat with a break for lunch.
- Both pumps are here for Dogtown 1 Well, and the G.E. technician will be here on Tuesday, along with the rig, to set the pumps. By Wednesday, Brandon Buchanan may have something to report to Council.

VII. *ADJOURN:*

Councilman Hiemenz made a motion to adjourn, and it was seconded by Councilman Wurgler. The motion carried 6-0, and the meeting adjourned at 7:10 p.m.

Mayor John Moore

ATTEST:

City Clerk

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**JANUARY 29, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 9:31 a.m.
- B. Pledge and Invocation The pledge of allegiance and invocation were omitted.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Adopt Agenda Councilman McNelly made a motion to adopt the Agenda as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. NON-CONSENT AGENDA ITEMS

- A. Council may adopt Resolution No. 1314, which authorizes the submission of an application by the City of Williams for FY 2015 State Community Development Block Grant Funds: J. Moore
Kyle Christiansen explained that the application is for the project of replacement of the existing Tabor Street water tank. The existing tank holds 28,000 gallons and the replacement would hold 178,000 gallons. The site would also be moved to the north.
Councilman Dent made a motion to read the Resolution by number and title only. Councilman Payne seconded the motion, and it carried 6-0. Susan Kerley read Resolution No. 1314 by number and title only.
Councilman Dent made a motion to adopt Resolution No. 1314 as read. Councilman Hiemenz seconded the motion, and it carried 6-0.
- B. Council may adopt Resolution No. 1315, which adopts a residential antidisplacement and relocation assistance plan for FY 2015: J. Moore
Councilman Dent made a motion to read the Resolution by number and title only. Councilman Payne seconded the motion, and it carried 6-0. Susan Kerley read Resolution No. 1315 by number and title only.
Councilman Wurgler made a motion to adopt Resolution No. 1315, and it was seconded by Councilman Payne. The motion carried 6-0.

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- C. Council may adopt Resolution No. 1316, which commits local funds as leverage for an FY 2015 Community Development Block Grant Application: J. Moore

Councilman Dent made a motion to read the Resolution by number and title only. Councilman Payne seconded the motion, and it carried 6-0. Susan Kerley read Resolution No. 1316 by number and title only.

Councilman Hiemenz made a motion to adopt Resolution No. 1316 as read. Councilman Fritsinger seconded the motion, and a roll call vote was taken. All Council members and the Mayor voted “yes” so the motion carried unanimously.

- D. Council will review and may approve proposals for drilling a well: B. Buchanan

Pat Carpenter, A Quality Water, reported to Council that bid packages were sent out to five drilling companies, and one response was received from United Drilling out of New Mexico. With only one bid, it was hard to compare, but he thought the bid would come in close to those numbers submitted by United. History of lost equipment justifies the addition of \$100,000 for Allowance for Lost Circulation/Borehole Problems/Materials to the \$1,668,600 total. Councilman Hiemenz asked Pat Carpenter for his recommendation on Item 15 for a liner. Pat Carpenter suggested making a decision after the hole has been completed and production has been determined. Mayor Moore asked if a more intelligent decision could be made at that point. Pat Carpenter said he has no preference for open wells – many in the area are open. If it is open, it is easier to get equipment in to make repairs. Rodeo Well is an open well. The City of Williams has drilled four wells. United Drilling has drilled three of them, and two are operational. They are oil field drillers. Council members recalled earlier experiences with this company: They told the City what they would do and then did it in a timely fashion. Councilman Dent asked where we are with money, and Keith Buonocore replied that we can go up to \$1.7 million, and we could add to that if revenues are good this year. Councilman Fritsinger asked if there would be a guarantee of maximum cost, and Brandon Buchanan replied that no driller will guarantee total cost.

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Councilman Payne made a motion to accept the proposal from United Drilling, and Councilman Hiemenz seconded the motion. It carried 6-0.

VII. *Council Visioning Retreat – Council adjourned for their Retreat at 9:52 a.m.*

VIII. *ADJOURN:*

Councilman Hiemenz made a motion to adjourn, and it was seconded by Councilman Wurgler. The motion carried 6-0, and the meeting adjourned at 2:14 p.m.

Mayor John Moore

ATTEST:

City Clerk

DRAFT

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FEBRUARY 12, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Al Richmond led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Lee Payne and James Wurgler were present and constituted a quorum. Councilman Frank McNelly was absent.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: January 22, 2015, and January 29, 2015 Councilman Fritsinger made a motion to accept the minutes from January 22nd and January 29th. The motion was seconded by Councilman Hiemenz, and it carried 5-0.
- E Adopt Agenda Councilman Payne made a motion to adopt the Agenda as presented. Councilman Wurgler seconded the motion, and it carried 5-0.

II. PRESENTATIONS

A. Williams Volunteer Fire Department on ISO rating: Chase Pearson, Fire Chief

Fire Chief Pearson said that the new ISO rating for the next six years is a 55Y. This score is based 50% on fire capabilities, 40% on water availability, and 10% on dispatch. Williams is in the top 35% nationwide of cities its size. It includes testing of trucks, hydrants and performance. The Department's actual score was 57.9, just 2.5 points from a better rating. The ISO is used to set fire insurance premiums. They plan to improve this score over the next several years. Mayor Moore asked that they plan to work toward increasing these ratings. Chief Pearson said that the Fire Department would also like to get there because of their sense of pride and for the good of the community. ISO is only concerned with structural fires, but we also cover car accidents, hazardous materials, etc.

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- B. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve both Consent Agenda Items, purchase orders and the check register. Council Hiemenz seconded the motion, and it carried 5-0.
- C. Approval of Check Register for Month Ending January 31, 2015: K. Buonocore

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- D. Council will review and may approve an IGA with Central Yavapai Fire District for joint-purchasing of supplies/equipment: C. Pearson
- Chase Pearson, Fire Chief, explained that this IGA allows us to participate in joint purchasing that receives quantity discounts. Councilman Dent made a motion to approve the IGA with Central Yavapai Fire District, and the motion was seconded by Councilman Payne. It carried 5-0.
- E. The Council will hear a presentation from the Granger Group regarding a potential theme park project in Williams and may discuss the potential project.
- Gary Granger introduced Greg Markvluer as Senior Vice President of Development and Finance of the Granger Group. He also introduced Max and Thelma Biegert. Max Biegert said they spent 20 years here getting the Railway going. He believes a project is only as good as the people involved, and they are honest, square people. He believes the Theme Park will be just as good for the community, county and State as the Railway was. He thanked everyone for their help and attention, and said he hopes to see the project go forward.
- Gary Granger continued by giving his definition of “goal”: simple things executed well lead to great things. The project in Williams will use approximately 40% of the funds available. Their company, the Granger Group, is a finance company and development is a big part of that. The easiest project is the Williams project at \$400 million. It will be a stepping stone to the Phoenix project, and that will be a stepping stone to international travel. Their job is to put small things together and that will lead to larger projects.
 - Their plan is to take the revenue generated and recapture 9% of the revenue to pay off the bonds. The Park must stand on its own feet financially.
 - Greg Markvluer said their mission is to reclaim the Grand Canyon as an Arizona destination.
 - They showed a slide of logos of companies that have been financial partners, including Lincoln, AIG, J. P. Morgan, Huntington, and Merrill Lynch. Another partner is Art Tebo,

who has vast resort experience.

- Their goal here would be to have visitors buy a pass for various attractions and to spend five days in Arizona. Northern Arizona has a phenomenal foundation, including the Grand Canyon, Walnut Canyon, Great Falls, and the Lowell Observatory. The Grand Canyon is the #2 attended National Park with 4.5 million visitors annually.
- They are undergoing a feasibility study now. They anticipate annual revenues of \$100-\$125 million with \$4-\$6 million re-invested into the community. The project site consists of 488 acres with great accessibility and visibility. It is the most opportune site for this project.
- Their current vision is that not everything should be gated. For example, an amphitheater could provide a host of other opportunities to stop for in addition to the Theme Park itself. Potential segments of the Park might include a Visitor's Center; Nature Center with nature activity like fossil dig area; Grand Canyon Station; Route 66, a component to be celebrated in the Theme Park; Miners' Camp with rapids rides, coaster, screaming swing; Navajo Nation with code talking and pow-wow activities; and Arizona Country. Other features might include The Caves, a higher-end hotel and spa that focuses on yoga and meditation with a treehouse hideaway; an RV Park; amphitheater that would offer live concerts as a nice amenity; a lake with Old Bill's Landing, offering hot air balloon rides, kayaking and rafting.
- The timeline to commencement:
Feasibility Study – completed by the end of April, then refine the scope of the project and release an RFQ (Request for Quotation) to professional operators. They will select an operator and prepare pro formas.

Go out to bond market – November to March
Construction could start – April 2016

Completion – September – October 2017

This has been an overview of their vision.

The floor was opened up for questions:

- How many months per year will the park operate? *This has not yet been determined, but it could be a nine-month operation.*
- How many employees? *Initially, a couple of thousand employees will be hired, and will be ramped up.*
- With that comes problems of infrastructure – water, traffic, etc. How as a company will you be preparing to help us with that? *Our first step will be to get a consultant on board to determine the needs, and step #2 will be to determine how to address those needs. We are anticipating working with the City to get the right consultant on board. While you're working on the Theme Park, we will have to be working on housing.*
- So you're talking about nine months with 2,000 employees? *You see that a lot with theme park operations – they use seasonal employees not just college students.*
- Should we assume you will have some year-round employees? *Yes, maintenance and marketing continue year round.*
- What is the average income of employees? *They will be good income-earning jobs not minimum wage jobs at all. How do you see yourselves working to retain the flavor of downtown? The key component is to make sure the key operator we bring in will be aware of all components. We have heard lots of stories from Max (Biegert) about what it takes to get community support.*
- *The infrastructure will cost approximately \$50 million. First, we have to come up with water and services by asking:*
 1. *What do you need?*
 2. *What will it cost?*
 3. *What is the best way to accomplish?*
- *The District now consists of 488 acres. The operator may want to do everything on that site, including employee housing.*

- *The Developer starts with an idea and then it morphs over time. One goal is to end up with a spur off the railroad, an Amtrak stop and an interstate interchange.*
- *We will need time after the Group comes with a plan to have conversations with the community. Where do we fit this into that time frame? This project has failed in the past because of governance of the project. We will be working with Craig Fritsinger on the Theme Park District Board. We want to accelerate the feasibility – we will get some good information within 75 days.*
- *This is where we are, and we will be back when we have additional information. We believe that projects that move with good momentum have credibility. We will make quality decisions and will make sure Council has the time they will need to communicate with the community.*
- *Mark Worden said that a Renaissance Park was part of the original theme park. He suggested a shuttle from the Theme Park to downtown and pointed that this is an incredible opportunity for it to be a green project.*

Gary Granger closed by saying that tonight is a business meeting. One thing they do to keep from being presumptuous is to get a room and ask people to come in with their designers so they can ask attendees what they're missing. They want to build on values and things already in Williams.

Councilman Wurgler made a motion to adjourn, and it was seconded by Councilman Fritsinger. The motion carried 5-0, and the meeting adjourned at 8:09 p.m.

VII. ADJOURN:

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Mayor John Moore

ATTEST:

City Clerk

DRAFT

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I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 8:00 a.m.
- B. Pledge and Invocation The pledge of allegiance and invocation were omitted.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Lee Payne and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Police Lieutenant Darrell Hixson, City Clerk/HR Director Susan Kerley, Tim Pettit, Building Inspector, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen; Librarian Andrea Dunn; Recreation Superintendent Rose Newbold; Marty Yerian, Golf Course Superintendent; Sheldon Johnson, Shop Superintendent; Horacio Ortiz, Street Superintendent; Jeff Pettit, Sanitation Foreman; John Castro, Maintenance Foreman; Gioia Goodrum, President/CEO Williams-Grand Canyon Chamber of Commerce, and Magistrate Rob Krombeen

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. COUNCIL BUDGET RETREAT

This Retreat begins the FY 2016 budget planning process. Council, guided by the ideas brought forth during the January Visioning Retreat, will discuss the upcoming FY 2016 Budget. Department Heads will be available to answer questions in the event Council Members need information regarding the operations of various departments: B. Buchanan

- A. Discussion and review of vision, mission, and goals that were established at the Council Visioning Retreat Brandon Buchanan began the Retreat by emphasizing the importance of department heads seeing how the budgeting process works. He related a post-it note story told to him by Councilman McNelly: An instructor of a training course had one message only and that was, to get to where you want to be in your life and career, put your goal on a Post-It note and display in a prominent place so you can see it daily.
We are now creating a Post-It note for our organization with the goal of refining the information from the Council's Retreat of January 29th into our Post-It note.
Using the attached handout, Brandon Buchanan reviewed the Vision themes and moved onto the Mission Statement themes. The dominant theme: *Our purpose is to provide essential services to our citizens, visitors, and businesses in a fiscally sound manner through proactive planning, exceptional staff, and strong relationships to ensure Williams continues to be a desirable place to be.*

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High-Level Goals to work on were noted:

- Sustainable Growth/Planning for Growth – Be smart about it.
- Collaboration – How do we leverage resources?
- Economic Development – Diversify our economy.
- Housing – Huge Problem – What can the City do?
- Infrastructure – We need a plan (financial and CIP).

B. Discussion of “big picture”
budget issues for FY 2016
Budget

“Big Picture” Budget Issues were itemized with the disclaimer that the list is not all-inclusive.

Department Services and Service Levels – What areas are to be expanded? What areas are to be reduced?

Councilman Payne asked that Department Heads be proactive at looking into the future and to say what they need and to put those items in the forefront rather than mentioning it after an item is needed. He asked them to stay ahead of the curve. He encouraged them to be vocal so that the Public Works Director, Kyle Christiansen, is aware of the departments’ needs.

Brandon Buchanan agreed that, exactly as Councilman Payne stated, Department Heads need to say what’s working or not and lead the area of which they’re in charge. We rely on the Department Heads to make certain the departments are working. The City Manager is a generalist who puts the pieces together.

Keith Buonocore, Finance Director, added that with the City’s vision and mission, it doesn’t matter how much money we have. We still want to have goals. Our attitude should be one of getting things done, not limiting ourselves by dollars.

Trends in Revenues: Large increases are most often due to construction (like Love’s), but this is one-time revenue. They will also bring in perpetual revenue. Brandon Buchanan predicted greater than \$200,000 in new annual sales tax revenue with another \$100,000 in new annual revenues from utilities.

Funding Reductions: The Highway User Revenue Fund (HURF) has been cut year after year. The impact upon the City has been at least \$2 million from sweeps. The new Governor’s proposal is that the State won’t sweep \$35 million from this fund, but they will not put this into the Fund to begin with so there will be no change. Funds already in process through ADOT include the Route 66 project with mill and overlay from Pine Street to the ADOT Maintenance Yard and the construction of hangars at the Airport. These could

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be impacted by appropriations according to Keith Buonocore. Enterprise Funds: We need to make these self-sustaining – that is ideal. We have the challenge of lots of debt. We need to combine cutting expenses and increasing revenues where we can.

Water:

Water Meter Replacement – 40% of the water produced at the Water Plant last year was not billed. When customers pay for the actual amount of water they use, some will reduce their usage. This translates to a huge number like \$700,000. This would go a long way toward repairing/replacing our water system. Keith Buonocore added that we are looking at starting the meter replacement program this summer. A company will be here this week to do a meter audit. One goal is to standardize all meters.

Sewer: This system carries a lot of debt burden. The benefit of the debt is it has translated to excess capacity. Impact Fees can be used to pay down this debt.

Electric: Few cities in Arizona own their own electric utility. We spend about \$2 million a year from the Electric fund to subsidize other Funds.

Golf: We can get only so many players on the Course at once so those revenues are limited. However, it is close to self-sustaining. Most municipal courses are nowhere near self-sustaining.

Impact Fees: We have to get into the position to build excess capacity. Then we can charge new businesses their portion so we can repay the debt. An example might be finding a new well with excess capacity to charge to new growth.

Current Facilities/Equipment/Tools

We don't know how Department Heads and employees do what they do. Think about what we need to do what we need to do. One example is do we have critical knowledge written down? Think outside what we've always done.

Capital Improvement Projects/Major Infrastructure:

We don't have a Capital Improvement Plan (CIP) because we haven't had the money to do the projects so why pay an engineer to create a plan? We still need to plan even if we don't pay for a formal plan.

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- C. Discussion of specific projects/efforts to be funded in FY 2016 Budget

Department Heads will get their budget work sheets next week so be thinking about the items you want included in your Department's budget. What items does Council want included in Departmental Budgets?

Councilman Payne would like to see the horse barn redone. Councilman Dent added that the horse barn should support itself, but it is also a quality of life issue. Mayor Moore suggested that it be done well, or get rid of it.

Councilman Hiemenz listed Streets.

Andrea Dunn asked if the City has a 5-year plan?

Brandon Buchanan replied that we need to develop a plan for future years.

Councilman Dent said that each year we have only around \$400,000 (discretionary funds) to do everything.

Councilman Hiemenz said that we have to solve our water problems.

Mayor Moore said we need a continuous effort on clean-up – we're starting to slide.

Councilman Dent said we need to be smarter about where we clean up. We should not be out cleaning up private property, unless we are cleaning up and billing for trouble spots.

If our area is tourism, we need to be the best at tourism we can be. We need to pay attention and don't take broken items for granted. To foster our economy and improve our situation, we need to look through the eyes of our customers and realize that attention to detail is so important.

Andrea Dunn pointed out that we need clearer signs to the Grand Canyon.

- D. Budget Calendar

Budget worksheets will be given to Department Heads on Tuesday, February 17th along with a discussion of strategies for meeting goals.

- V. **ADJOURN:**

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The motion carried 5-0, and the meeting adjourned at 9:04 a.m.

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Mayor John Moore

ATTEST:

City Clerk

DRAFT

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**FEBRUARY 26, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by Barbara Brutvan.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Councilman Craig Fritsinger was present telephonically.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley. Brandon Kavanaugh of Mangum, Wall, Stoops, and Warden, was present as Counsel.
- D. Approval of Minutes: February 12, 2015 Councilman Dent made a motion to approve the minutes from February 12th as presented. The motion was seconded by Councilman Hiemenz, and it carried 6-0.
- E. Adopt Agenda Councilman Payne made a motion to adopt the Agenda as presented. Councilman Wurgler seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman McNelly made a motion to approve purchase orders. Council Hiemenz seconded the motion, and it carried 6-0.

NON-CONSENT AGENDA ITEMS

- B. Review draft mission, vision and goals: B. Buchanan/J. Moore Mayor Moore said that, a few weeks ago, he and Council met for a work session. This is the culmination of what they came up with. These statements are in front of you and Brandon is here to answer any questions. Jill Johnson, owner of Boutique 66, asked several questions that related to objectives rather than to the statements as presented. Mayor Moore read the goal of *Collaboration*, and Ms. Johnson told Council they need to make decisions now, not in 2016.
Councilman McNelly explained that they went through a brainstorming session that was macro in scope, all plausible and credible. This is what came

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out of that session, and it looks o.k. to him.

Mayor Moore suggested looking at one element at the time. As he read through the draft, item by item, Council members voiced positive responses.

Brandon Buchanan said the next step is to set objectives through the budgeting process.

Councilman Dent added that it is understood that some goals require capital, and some are not obtainable this year. An unidentified member of the public suggested adding “strive” in each of the goals, as “Williams will *strive* to build connections...”

Staff was instructed to bring this back as an Agenda item at the next Council meeting.

- C. Council will consider and may approve a Development Agreement with Grand Canyon WH, LLC (La Quinta Hotel): B. Buchanan

Brandon Buchanan referenced his Staff Report that lays out the basics. Grand Canyon WH, LLC, has proposed a development agreement that falls under one of three exceptions allowed under the current Level 4 Water Restrictions: “The permitted construction will not result in new fixture units connected to the City’s potable water supply.” They are proposing to build a 281,000 gallon water tank that would independently accommodate this project (potential La Quinta Hotel) by filling the tank with water hauled from outside the City until they are able to connect to the City system in the future. At that time, the tank and its related components would be transferred to the City. No new fixture units would be connected to the City’s potable water supply at this time. Whenever the City could accommodate this project, it would receive these improvements at no cost to the City. This would also clear the way for a tax-generating project to proceed.

Councilman Hiemenz asked what would happen to the development agreement if the property were sold. Brandon Kavanaugh replied that such an agreement travels with the land. If ownership is transferred, the new owner gets the benefits and burdens of what is attached to the land.

Brandon Buchanan asked if Council could consider public benefit in approving a development agreement. Councilman Payne asked how this would benefit the City as a community. Brandon

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Buchanan responded that, from a storage perspective, a 250,000-gallon tank helps. That and the pressure pump incorporated in construction would transfer to the City. This water will be first in, first out, versus the 1,000,000-gallon tank that serves the golf course area. This one will have larger users in the area.

Councilman Dent said that, to be truly of public benefit, the tank needs to be on a hill. It would behoove us to find a hill on the north side.

Brandon Buchanan agreed that a 1-2 million gallon tank on the north side would be desirable because of potential development. We will need a tank there as that area develops and those property owners contribute to a larger tank. A pressure pump will be needed to service the Hotel, but when we can use the hills, we can count on gravity feed.

Councilman Dent asked why they (Council) would get in a hurry tonight.

Councilman Wurgler said it needs to be made really clear that the water for the tank would come from outside the City. In discussing if we need another tank, we're talking about two different things here. We would not be providing them with a drop of water. If we don't get water for five years, or however long it takes, they have to provide their own water.

Councilman Payne noted that we've spent more than we thought at Dogtown. If Sweetwater and Dogtown don't produce... People want to come here. Why would we want tanks all over town and large water tenders that tear up the street infrastructure?

Councilman McNelly presented this scenario: Say they put the tank in, and things go well. Water increases then levels go down. We have to be sure they would be counted in when we think about the capacity of water we can make. We have lakes that go dry. We don't want to lead anybody astray. We don't want them to be disappointed after spending so much money.

Several questions/comments were posed by the public that were not relevant to this Agenda Item.

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Mayor Moore responded by saying they were good topics but not part of the current discussion.

Former Councilman Bill Miller made three points:

1. A 68-room hotel would be the equivalent of 68 single-family residences.
2. He knows that some subdivisions were allotted water in the past. Are they still in existence? We need to know that.
3. What criteria will we use to determine when the City would furnish this Hotel water?

Brandon Buchanan pointed out that it is spelled out in the Ordinance that the City must have a ten-month supply.

Mayor Moore reminded everyone that this discussion is based on the Development Agreement in front of Council. He asked water consultant, Pat Carpenter, if the water tank would be in a place that would benefit the City. Pat Carpenter replied in the affirmative and added that, if it is in a flat area, we can use booster pumps. Councilman Dent asked if this would maintain pressure back up the hills. Pat Carpenter described a project he's done in Prescott using booster pumps that work quite well.

Councilman Dent then asked Pat Carpenter to agree that the City would end up with a tank and pump it would have to maintain. Pat Carpenter replied in the affirmative. Andy Bhakta, developer of the potential La Quinta Hotel, pointed out that the tank could be dismantled and moved easily.

Councilman Dent made a motion to table this item until the next Council meeting, instructing Staff to identify a site and what it will take to secure the site. Councilman McNelly seconded the motion, and a roll call vote was taken:

Councilman Dent	Yes
Councilman McNelly	Yes
Councilman Payne	Yes
Councilman Wurgler	No
Councilman Hiemenz	No
Councilman Fritsinger	No
Mayor Moore	No

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The motion did not carry with 3 in favor and 4 against.

Councilman Wurgler made a motion to approve the Development Agreement before Council.

Councilman Hiemenz seconded the motion. A roll call vote was taken:

Councilman Wurgler	Yes
Councilman Hiemenz	Yes
Councilman Payne	No
Councilman McNelly	No
Councilman Dent	No
Councilman Fritsinger	Yes

Mayor Moore Yes (Before he voted, the Mayor asked Mr. Bhakta, if he would accept the stipulation that, if the City secured a better location, he would accept it? Mr. Bhakta's response was "yes.")

The motion carried with 4 in favor and 3 against.

D. Approval of 2015 Season golf course rates.

Brandon Buchanan asked Vice Mayor Dent to summarize the changes. Vice Mayor Dent said the only change the Golf Committee wants is the season pass cart rate of \$10.00 for any weekday. They will track usage this year.

Councilman Dent made a motion to approve the 2015 season rates, and Councilman Payne seconded the motion. It carried 6-0.

E. Council will discuss and may approve the proposed Tuition Reimbursement, Certification, and Training Policy: B. Buchanan

Brandon Buchanan noted that Council reviewed this Policy as an information item two meetings ago. It has been rewritten with a lot more detail than the current employee policy. He has worked with our attorneys and has reviewed it with Employee Policy Committee members. Councilman McNelly said that anytime we can encourage employees to pursue education, it's good. It's also important that employees know the City supports them.

Councilman McNelly made a motion to approve this Policy, and Councilman Wurgler seconded the motion. It carried 6-0.

F. Approval of signatures for bank

Keith Buonocore explained that, periodically, the

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account: K. Buonocore

Bank requires approval of a resolution requiring completion of a new signature form by signatories. Councilman Wurgler made a motion to approve, and it was seconded by Councilman Payne. The motion carried 6-0.

G. Council may approve Resolution No. 1317, submission of projects to 2016 Highway Safety Plan: H. Nixon

Councilman Payne made a motion to adopt Resolution No. 1317, and it was seconded by Councilman Fritsinger. It carried 6-0.

REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

H. Mayor and Council - *NONE*

I. Staff Reports

- Kyle Christiansen provided an update on well efforts:
 - DrillTech is setting up a rig tomorrow at Dogtown I to see if submerging a dummy pump will be successful. If so, they will set the real pump on Monday. Initially, no obstructions were encountered.

VI. ADJOURN:

Councilman Hiemenz made a motion to adjourn, and it was seconded by Councilman Dent. The motion carried 6-0, and the meeting adjourned at 8:01 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

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**MARCH 12, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by Barbara Brutvan.
- C. Roll Call Mayor John Moore, and Councilmen Bernie Hiemenz, Frank McNelly, and Lee Payne were present and constituted a quorum. Councilman Craig Fritsinger was present telephonically. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: February 26, 2015 Councilman Hiemenz made a motion to approve the minutes from February 26th as presented. The motion was seconded by Councilman Fritsinger, and it carried 4-0.
- E. Adopt Agenda Councilman Payne made a motion to adopt the Agenda as presented. Councilman Hiemenz seconded the motion, and it carried 4-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman McNelly made a motion to approve purchase orders and the Check Register. Councilman Fritsinger seconded the motion, and it carried 4-0.
- B. Approval of Check Register for Month Ending February 28, 2015: K. Buonocore

NON-CONSENT AGENDA ITEMS

- C. Council will review and may adopt Vision, Mission, and Goals for the City: B. Buchanan/J. Moore Councilman McNelly noted that, while at a meeting today, he saw Flagstaff's Mission and Goals posted in their Council Chambers and thought they looked good. Councilman Payne made a motion to adopt the Vision, Mission, and Goals Statements as presented. Councilman Hiemenz seconded the motion, and it carried 4-0.
- D. Council may recommend approval of the issuance of a bingo license to Susan Kerley noted that, of the licensed bingo halls in Arizona, four or five are rv/mobile home parks.

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**MARCH 12, 2015
COUNCIL ACTION**

Canyon Gateway RV Park from the Arizona Department of Revenue: S. Kerley

The licensing is controlled by the Department of Revenue, and Council is asked to recommend or not recommend that Department's issuance of a license to this applicant. The Class A license is designed for people who wish to play bingo primarily for recreational purposes. Any person or group may apply for a Class A license. This license is restricted to gross sales of \$15,600 per year or less. This represents an average of \$300 per week. Councilman McNelly asked how much would be charged to play. Linda Jones, applicant, said this has not yet been determined. They plan to hold games for their customers and others by invitation on Friday evenings. Games are not open to the general public.

Councilman McNelly made a motion to recommend approval of the bingo license. Councilman Hiemenz seconded the motion, and it carried 4-0.

REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

E. Mayor and Council

- Mayor Moore said that, as he and Brandon Buchanan were preparing a presentation for Rotary, he was impressed by how much has been accomplished by the City. Council meetings are short because we have a good, professional staff that is doing the work required to keep things running smoothly.
- Councilman McNelly attended a meeting in Flagstaff Council Chambers today. Representative Ann Kirkpatrick is supporting creation of the Grand Canyon Watershed National Monument that will remove approximately 1.7 million acres from the National Forest Service, south and north of the Grand Canyon. This could happen in one of two ways:
 1. Through Executive (Presidential) Order; or
 2. Through the legislative process.

The underlying motive for this conversion from Forest Service land to a National Monument may be to prevent uranium mining in the area. The period for comments is now open. So far, the City of Flagstaff, the County Board of Supervisors, and the City of Williams have made no comments.

Mayor Moore agreed with Councilman McNelly that it is the intent of leaders to accomplish this by executive order. He asked that this item be placed on Council's next Agenda.

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F. Staff Reports

- Manager Report of March 12, 2015, submitted by Brandon Buchanan.

VI. ADJOURN:

Councilman McNelly made a motion to adjourn, and it was seconded by Councilman Hiemenz. The motion carried 4-0, and the meeting adjourned at 7:25 p.m.

Mayor John Moore

ATTEST:

City Clerk

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**MARCH 26, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: March 12, 2015 Councilman McNelly made a motion to approve the minutes from March 12th as presented. The motion was seconded by Councilman Fritsinger, and it carried 6-0.
- E Adopt Agenda Councilman Payne made a motion to adopt the Agenda as presented. Councilman Wurgler seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve purchase orders. Councilman Hiemenz seconded the motion, and it carried 6-0.

V.

NON-CONSENT AGENDA ITEMS

- B. Council may accept a bid and approve contract documents for construction of airport hangars: K. Christiansen Kyle Christiansen explained that this bid is for ten t-hangars. Keith Buonocore said that the budget will cover the higher-than-planned amount of the bid. Kyle Christiansen said that each month we receive calls from folks displaying interest in renting hangars. We have more than ten forms completed by potential tenants to show their interest in renting these hangars. However, according to Brandon Buchanan, we won't be taking reservations until the construction starts. The rental rates will be competitive with airports in the area. The inspections on the construction will be performed by Kyle Christiansen, Building Inspector Tim Pettit, and Stantec and will be approved by the FAA and ADOT. Bill Harvey of Stantec has checked out Hatfield Construction, LLC, to make certain they have no

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- outstanding complaints. Keith Buonocore said a 10% contingency is included in the budget that will get us through a year in case all units are not leased.
- Councilman Wurgler made a motion to accept the bid from Hatfield Construction, LLC, and to approve the construction documents for the airport hangars. Councilman Payne seconded the motion, and it carried 6-0.
- C. Council will review and may approve Travelers proposal for 2015-2016 property and liability insurance through NFP Insurance: S. Kerley/J. Marshall/R. Cadaret
- Rather than the 2% increase estimated by Travelers for the 2015-2016 premium, the proposal came in with a 1.3% increase. Council requested that Staff review the inventory of equipment and vehicles because it makes no sense to cover some of them with comprehensive insurance in addition to liability insurance. This must be done and the information sent to NFP before the renewal date of April 1st. Councilman McNelly was asked to help with inspecting the equipment. Julie Marshall will notify Travelers that some changes will be submitted that will affect the renewal premium.
- Councilman McNelly made a motion to approve the insurance renewal with Travelers, paring down the premium before April 1st to get credit for the equipment and vehicles that don't need comprehensive insurance. Councilman Fritsinger seconded the motion, and it carried 6-0.
- D. Council will review and may approve a bid from Mountain States Pipe & Supply for the water meter replacement project: Kyle Christiansen
- Kyle Christiansen explained that a representative will be going through town, meter by meter. If the company removes sidewalks, the contract states they will replace them. This licensed, Arizona contractor comes with an extensive background. Kyle Christiansen will be doing inspections on the completed units. The collectors they will install have the capability of reading meters from 60 miles away on flat ground. They will have redundancies with three antennas to guarantee communication all over town. Brandon Buchanan said that, in the first round, the bid was complex. Not many firms could attempt the comprehensive project. We had to adjust how we went out and got bids. Council asked Staff to consider bonding. The estimated time frame for completion is six months.
- Councilman McNelly made a motion to approve the bid and to proceed with preparation of a contract that

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- E. Council will discuss the creation of the Grand Canyon Watershed National Monument and may instruct Staff to prepare a resolution in support or opposition:

K. Peterson

may include bonding for Council's review. Councilman Fritsinger seconded the motion, and it carried 6-0.

Kellie Peterson explained that a National Monument can be created in one of two ways:

- Through the legislative process; or
- By Executive (Presidential) Order

Three legislators have requested that the President designate this land a National Monument. As she showed a map of the subject area, she said this only covers already-existing Federal lands. No specific policies on management have been discussed. It is only clear that it would stop any new uranium mining. It may or may not impact 4FRI. Many current uses may continue.

A response from the City has to address the impact this designation may or may not have upon the City of Williams. The map shows the subject area to be north of Highway 180. Tusayan has concerns about how it might impact their water supply. It may impact the 4FRI project, and, if so, it could have an economic impact on the City of Williams. She does not know if it would have an impact on recreation. Most studies show positive impacts.

Kellie Peterson said she was looking for guidance on the City's position: in support; not in support; middle ground; or don't have a position. The middle ground might be asking, "If you are going to do this, we ask that you reveal to the community how you plan to manage it." "Want designation to protect water" is all that has been stated by the proponents of the National Monument.

Mayor Moore and Vice Mayor Dent have already responded as individuals, strongly opposing the conversion of Forest Service lands to a National Monument.

Kellie Peterson summarized by saying that, if the City is in opposition to the designation of the National Monument, it might be based on negative impacts on community enterprises, lack of opportunity for community input before the process began, and limitation of access to water resources.

Kellie Peterson will do additional research and will

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report to Council at their next meeting.

VI.

Mayor Moore introduced a group of nursing students from Northern Arizona University who are doing a study on public health, including legislation and other issues that affect the City of Williams.

CONVENE TO EXECUTIVE SESSION

F. *Councilman Fritsinger made a motion to convene to Executive Session, the motion was seconded by Councilman Heimenz, and it carried 6-0.*

EXECUTIVE SESSION (7:45 p.m.)

Pursuant to A.R.S. 38-431.03.3, Council will consult for legal advice with Attorney Kellie Peterson from Mangum, Wall, Stoops and Warden, regarding recent changes in Internal Revenue Service regulations on reimbursement of medical health insurance premiums.

RE-CONVENE TO REGULAR SESSION (8:10 p.m.)

Councilman McNelly made a motion to re-convene to Regular Session, the motion was seconded by Councilman Fritsinger, and it carried 6-0.

Council may make decisions related to the matters discussed in Executive Session: J. Moore No action was necessary.

VII.

REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

G.. Mayor and Council

- Mayor Moore said he will be leaving town tomorrow for ten days.
- Councilman Payne met with the School Board last night to volunteer Council's help. Mayor Moore asked Councilman Payne to act as liaison with the School Board. Last night, they talked about having some from City Council and some from the School Board form a committee. Vice Mayor Dent and Councilman McNelly volunteered to serve on this committee.

F. Staff Reports - None

VIII.

ADJOURN:

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The motion carried 6-0, and the meeting adjourned at 8:11 p.m.

Mayor John Moore

ATTEST:

City Clerk

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**APRIL 9, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Chief Building Inspector Tim Pettit, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: March 26, 2015 Councilman Fritsinger made a motion to approve the minutes from March 26th as presented. The motion was seconded by Councilman Hiemenz, and it carried 6-0.
- E Adopt Agenda Councilman Dent made a motion to adopt the Agenda as presented. Councilman Payne seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Vice Mayor Dent asked if the check to Rural Electric for the AWOS at the airport would be reimbursed by ADOT. Keith Buonocore replied, "Yes." Councilman McNelly made a motion to approve the Consent Agenda Items. Councilman Payne seconded the motion, and it carried 6-0.
- B. Approval of Check Register for Month Ending March 31, 2015: K. Buonocore

V.

NON-CONSENT AGENDA ITEMS

- C. Council may adopt Resolution No. 1318, designating two national bicycle routes through town: K. Christiansen Councilman McNelly expressed concern that there is not much room on Highway 64 for bicycle traffic. Kyle Christiansen expressed the same concern, but explained that the Commission designated by ADOT gave this consideration. Their intent is to not put bike traffic on I-40. The City of Williams is the only U. S. City to have two routes. Police Chief Nixon said that

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APRIL 9, 2015
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- we should not have too much of a problem with liability within the City. Kyle Christiansen said the only request they have of our community is to provide signage.
- Vice Mayor Dent made a motion to read Resolution No. 1318 by number and title. Councilman Payne seconded the motion, and it carried 6-0. Susan Kerley read the Resolution by number and title.
- Vice Mayor Dent made a motion to adopt Resolution No. 1318, and Councilman Hiemenz seconded the motion. It carried 6-0.
- Mayor Moore noted that for every house Habitat has built, the City has waived its fees. Tim Pettit said the fees would be \$2,673.00.
- Councilman Wurgler made a motion to waive the fees for Habitat for Humanity's new house at 907 Wells Fargo. Councilman Fritsinger seconded the motion, and it carried 6-0.
- Mayor Moore said his recommendation would be to reject all bids and ask for re-submissions. There were unanswered questions in the bid. Brandon Buchanan said this became an issue because there was an omission from the bid Council approved for the prime contractor's sales tax of \$95,000. The bond cost was on the last bid. This puts us over the \$1.5 million from the WIFA loan and wipes out any contingency. We need a 10% contingency. He does not see the need for a performance bond, because the job would be completed box by box as it goes, but this is up to Council. This was a very difficult bidding process as the bids were incomplete. The completion time for the project has been entirely self-imposed as WIFA has set no limits on completion. Council discussed rejecting the amended bid from Mountain States Plumbing & Supply because of the significant price increase and resulting proposals.
- Councilman Wurgler made a motion to reject any and all bids in relationship to water meters. Councilman Heimenz seconded the motion, and it carried 6-0. Brandon Buchanan said it may be the first meeting in May before ads can be run (for two weeks) and proposal packages received.
- Mayor Moore said that this has been talked about for a
- D. Council may issue a waiver to Habitat for Humanity for building permit fees for their new house at 907 Wells Fargo: T. Pettit
- E. Council will review and may approve a revised bid and contract documents from Mountain States Pipe & Supply for the water meter replacement project:
K. Christiansen
- F. Council will review and may

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approve the acquisition of new information system (including finance) software: K. Buonocore

long time, and he asked if it were budgeted. Keith Buonocore replied that it has been in the budget for a few years now. Brandon Buchanan said the money was collected in the past from the General Administration Impact Fees. Councilman McNelly asked if it would work with the equipment that came over on the Mayflower. Brandon Buchanan said its installation would coincide with the placement of the water meters.

Councilman Wurgler made a motion to approve acquisition of new information system software. Councilman Fritsinger seconded the motion, and it carried 6-0.

- G. Council will review and direct Staff to develop an Intergovernmental Agreement between the City of Williams and the Arizona Theme Park District No. 1 for the provision of certain administrative assistance: B. Buchanan

Mayor Moore said this IGA has been through Legal and Staff. His recommendation would be:

Provision of an official meeting space: Council Chambers would be fine.

Provision of basic office space: No. Does not like the potential perception that the Theme Park is part of the City.

Use of currently existing equipment to facilitate and record meetings: O.K.

Posting of agendas and minutes on the City's web site as a linked page: O.K.

Produce minutes of meetings: Recommends against.

Down the road, they will have their offices when the development starts. Vice Mayor Dent said he concurs with the Mayor. Meetings and postings would be all right, but it must be completely separated from the City. We don't know if what's good for the Theme Park would necessarily be good for the City.

Attorney Peterson and Staff were instructed to create an IGA with the limitations noted above.

- H. Council may approve Resolution No. 1319, opposing designation of the Grand Canyon Watershed National Monument: K. Peterson

Councilman Payne recused himself because he is employed by the Federal government.

Councilman McNelly asked for one addition after the second "Whereas": "...Monument Designation, *no information about the impact has been distributed to local communities; and*"

Councilman McNelly made a motion to read Resolution No. 1319 by number and title, and it was seconded by Councilman Hiemenz. It carried 6-0.

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Susan Kerley read the Resolution by number and title.
Councilman McNelly made a motion to adopt
Resolution No. 1319 with the noted changes.
Councilman Hiemenz seconded the motion, and it
carried 6-0.

**VI. The Executive Session was continued until the next Council meeting on April 23, 2015.
CONVENE TO EXECUTIVE SESSION**

Pursuant to A.R.S. 38-431.03.3, Council will consult for legal advice with Attorney Kellie Peterson from Mangum, Wall, Stoops and Warden, regarding recent changes in Internal Revenue Service regulations on reimbursement of medical health insurance premiums.

RE-CONVENE TO REGULAR SESSION

F. Council may make decisions related to the matters discussed in Executive Session: J. Moore No action was necessary.

VII. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

G.. Mayor and Council

- Mayor Moore reported that three Board Members have been appointed to the Housing Authority: Hope Hollamon, Terri Sutton, and George Glen.

F. Staff Reports - None

VIII. ADJOURN: The meeting adjourned at 7:30 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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APRIL 9, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order
Mayor Moore called the meeting to order at 6:00 p.m.
- B. Roll Call
Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- C. Adopt Agenda
Councilman Payne made a motion to adopt the Agenda as presented. Councilman Wurgler seconded the motion, and it carried 6-0.

II. Council will review potential utility budget and rate increase for 2015-2016.

Brandon Buchanan explained that, in the course of budget construction, we have found that the water and wastewater funds are about \$750,000 short of balancing, based on the reduced amount that can be transferred from the electric fund because of work on the electrical system, like the substation and continued conversions. \$1.8 million has been transferred annually from the electric fund to balance the utility budgets. Only \$1.1 million will be available next year. One project we anticipate is the clean closure of the lagoons and making them into an effluent storage facility. Also, getting off potable water and using effluent water for plant processes will cost about \$230,000. There will be no more money to transfer from the electric system. With no more to cut and redirect transfers from electric, the only option left is to consider rate increases.

Four different scenarios have been put together for potential water and sewage increases. We can go through and review the information and see the scenarios each increase would generate. When we replace meters, that should make a dent in this. A 50% water loss is coming from meters or leaks in the system. We expect to finish installing the new meters in the fall.

One thing we've talked about is capital projects, but we will have no money for that. We are trying to get to a meaningful number for capital improvements such as replacing lines, repairing tanks and building wells.. If the increase were \$0.003, that would generate \$238,000 for capital improvements for year one. Hopefully, replacing the meters will help increase that number.

Keith Buonocore said that the issue with the electric side is

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that we have electric projects we need to complete. We need funds to pay off the substation. If we're not transferring as much money over to utilities, we can start on some of these electric projects. We need to be re-investing in the electric system itself. Also, if expenses are covered, our financial rating would be more favorable when we apply for loans or grants in the future.

A \$0.003 increase would be Brandon Buchanan's and Keith Buonocore's recommendation. It is up to Council to determine what the appropriate balance is.

Mayor Moore said he is one who hates raising rates, but we are dealing with reality. If we don't raise rates, five years from now, some Council will be sitting here doing the same thing.

Council members discussed the rationale for commercial rates being higher than residential rates. Those residents on fixed incomes or severely limited budgets may have no source for funding a utility increase. The City has in place a discount program for its senior citizens. Commercial account holders have an opportunity to recapture the increases through sales.

Councilman Wurgler said he would appreciate having some idea of how Council feels about the Water Department bringing in enough revenue to pay its expenses. We have been subsidizing the cost of producing water and processing wastewater. Should revenues received cover the cost of services provided?

Mayor Moore said this was the same conversation that took place years ago when the City bought the electric utility. It has supported itself and other funds. We need to get all of them to be self-sustaining.

Brandon Buchanan said we are in a similar situation to many systems across the country. We have a significant amount of debt to cover. However, because we have a small population, we have to provide the same services without economy of scale.

Mayor Moore asked if any Council Member saw no need for an increase in rates. There was no response.

Councilman Dent said that if commercial rates were taken to \$0.005, that would be about \$1,100,000 at current rates. This would get a big chunk of where you want to go. We could take the residential rates at \$0.002 or \$0.003.

Mayor Moore asked Keith Buonocore to run several scenarios for increases. Also, he asked for staff to come up

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with some way to help those on fixed incomes. He is always troubled that we pick up trash twice a week, even though some people have one little bag and their trash could be picked up once a month. Also, if we're raising rates on our own residents, let's look at raising rates for haulers.

Vice Mayor Dent asked Staff to provide Council with how many residents use over 10,000 gallons of water monthly.

III. ADJOURN:

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The motion carried 6-0, and the meeting adjourned at 6:40 p.m.

Mayor John Moore

ATTEST:

City Clerk

DRAFT

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APRIL 14, 2015
COUNCIL ACTION

I. PROCEDURES:

A. Call to Order

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

B. Roll Call

Mayor John Moore, Vice Mayor Don Dent, and Councilmen Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Councilman Craig Fritsinger was absent. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.

C. Adopt Agenda

Councilman McNelly made a motion to adopt the Agenda as presented. Councilman Hiemenz seconded the motion, and it carried 5-0.

II. Council will review possible scenarios for a utility rate increase for Fiscal Year 2016 and will direct Staff on which increase to pursue.

Brandon Buchanan explained that four columns have been added to the distributed spreadsheet; the second sheet explains the graduated increase; and the last sheet shows customer usage distribution data.

The following rates are now in effect:

- 1.5¢/gallon City residents who haul water
- 2.5¢/gallon County residents who haul water
- .5¢/gallon Residents connected to the water system

- On the high commercial users using up to 60,000 gallons per month (gpm), the charges range from \$590 to \$1,120 per month. There are 49 users who go over 20,000 gpm. Some attractions and larger hotels easily use more than 100,000 gpm.
- Most leaks are relatively small. The industry standard is around a 7% water loss.
- Some meters in parks are not connected to MXU, so their usage is not being reported.
- 11 residential accounts use between 10,000 and 20,000 gpm. The high user used 47,000 gpm. Staff could look into excess usage but can't disclose the names and addresses of any accounts.
- Councilman Dent said we need to show residential users that there's a big difference between commercial rates and residential rates. His preference would be an increase of \$0.002/per gallon for residential accounts and \$0.005/per gallon for commercial accounts.
- Council wants to watch the new meters for a year. They could raise bills significantly when they register all water that is used.
- A graduated rate means usage over 1,000 gpm is billed at a graduated rate, which could really throw someone using a lot of water into the stratosphere. \$0.008 per gallon would

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be the increase for some commercial users. They would have a \$700 increase in water and a \$1,200 increase in their sewer bill.

- This increase on commercial accounts will make some people step up and start using water-saving devices.
- This increase gets us to where some capital improvements can be done.
- How do we protect this number to continue doing projects? We could do an automatic consumer price index (CPI) adjustment each year, or at least look at it every year. We could do the increase now, see what the new meters do, then analyze the situation at this time next year when we are in the budget process.
- Residential meters have a useful life of 10 years so they should be replaced that often while commercial meters need replacing every two to five years. They decline in usage registered over time. We need to budget the replacement of meters with funds from the water system, not through a loan.
- When the City of Williams bought the electric system, we had about about \$400,000/year for maintenance, and we spent it to support other things. We spent the money on the water system, and now we need money for the electric system.
- Some places add a meter charge to their bills that accumulates over time to pay for replacing meters.

The consensus of Council was to proceed with the process to increase residential rates by \$0.002/gallon and commercial rates by \$0.004/gallon. They directed Staff to do so.

The meeting adjourned at 7:30 p.m.

III. ADJOURN:

Mayor John Moore

ATTEST:

City Clerk

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APRIL 23, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley. Eliza Read from Mangum, Wall, Stoops and Warden was present.
- D. Approval of Minutes: April 9, 2015 - 6:00 p.m., April 9, 2015 - 7:00 p.m., April 14, 2015 Councilman Dent made a motion to approve the minutes from April 9 – 6:00 p.m., April 9, 2015-7:00 p.m., and April 14, 2015 as presented. The motion was seconded by Councilman Hiemenz, and it carried 6-0.
- E Adopt Agenda Councilman Payne made a motion to adopt the Agenda as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.

II. PRESENTATIONS

PRESENTATIONS – Forest Service’s Pre- Season Stakeholder Outlook and Travel Management Revision Project Draft Environmental Analysis: District Fire Management Officer James Pettit and District Ranger Danielle Harrison

James Pettit presented the KNF Williams Ranger District’s Spring 2015 Fire Update, including the FY 2015 Prescribed Fire Accomplishments, the Seasonal Outlook and a segment on Defensible Space.

- In FY 2014/15, 5,073 acres have been burned by Prescribed Fires, and FY2015 Plans include burning an additional 10,573 acres.
- The 2015 Fire Season has a potential for moist periods into May and June with normal to cooler-than-normal conditions for the southwestern third of the U. S.
- Fire season timing is potentially setting up to have a delayed onset with the exception of the mid-to-lower half of the Region. If conditions remain dry through the spring, we can expect an earlier than normal start to fire season.
- The decision-making process on restrictions and closures was reviewed.

Marcos Roybal, Acting South Zone NEPA Coordinator, and District Ranger Danielle Harrison presented information on the Travel Management Revision Project Draft Environmental Analysis:

- TMR was first implemented on the Williams Forest Ranger District in 2010.
- The biggest criticism has been that limiting motorized camping to within 30’ of roads was impractical and unsafe.
- Additional alternatives have been developed:
 - No Action

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- Proposed Action: Increase the camping corridors to 200' on 188 miles of Williams Ranger District roads.
- Alternate 3: Increase the camping corridors to 300'.
- Alternate 4: Increase the camping corridors to 100' on 169 miles of WRD roads.
- The next steps in the process include:
 - The comment period ends May 11th.
 - Then the comments will be analyzed, the EA finalized, and the decision drafted.
 - The final decision will be reached in the fall of 2015 (before hunting season) and will result in the publication of an improved travel map.

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- B. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve the Purchase Orders as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

- C. Council will review and may adopt a Notice of Intention to Increase Water and Wastewater Rates: B. Buchanan Brandon Buchanan explained that July 13, 2015, is the soonest we can meet the process requirements. This affects the budget, and the longer we delay into the next fiscal year, the larger impact it will have. The increases include .002/gallon increase for residential use and .005/gallon increase for commercial use. Councilman Wurgler made a motion to adopt the Notice of Intention to Increase Water and Wastewater Rates. The motion was seconded by Vice-Mayor Dent and carried 6-0.
- D. Council will consider and may adopt an IGA for basic administrative services with the Arizona Theme Park District No. 1: B. Buchanan Mayor Moore stated that this was authorized at the last City Council meeting, and it was sent to the Theme Park Board of Directors. The services to be provided by the City include:
- Provision of an official meeting space
 - Provision of posting space for public notices
 - Use of currently existing equipment to facilitate and record meetings.
 - Posting of agendas and minutes on a webpage (as a linked page on City website).

Councilman McNelly made a motion to adopt the IGA with the Arizona Theme Park District No. 1. Councilman Hiemenz seconded the motion, and it carried 6-0.

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E. Council will review a proposal from Coconino County to amend the Court staffing IGA and may direct Staff on how to proceed: B. Buchanan

Brandon Buchanan explained that the County is asking that the City cover its share of increased costs of employees after raises were given to County employees. The City has no input into the County's raises, whether annual or merit raises. We are under no obligation since our IGA with them omitted possible increases.

One concern expressed is that the City is adding expenses without having any input into decisions regarding increases in pay. Another concern is that City employees are not receiving a 2 1/2% pay raise. How do we differentiate Court employees from City employees?

Court employees could not attend this Council meeting because they were attending an out-of-town conference.

Mayor Moore made a motion to table this item until the next meeting, May 14, 2015. Councilman Fritsinger seconded the motion, and a roll call vote was taken:

Mayor Moore	Yes
Councilman Fritsinger	Yes
Councilman Hiemenz	Yes
Vice Mayor Dent	Yes
Councilman McNelly	Yes
Councilman Wurgler	Yes
Councilman Payne	Yes

The vote was unanimously in favor of tabling this item until the next meeting, May 14, 2015.

VI. CONVENE TO EXECUTIVE SESSION

Councilman Fritsinger made a motion to convene to Executive Session, and Councilman Hiemenz seconded the motion. It carried 6-0. Executive Session began at 8:05 p.m.

Pursuant to A.R.S. 38-431.03.3, Council will consult for legal advice with City Attorney from Mangum, Wall, Stoops and Warden, regarding recent changes in Internal Revenue Service regulations on reimbursement of medical health insurance premiums.

F. RE-CONVENE TO REGULAR SESSION

Councilman McNelly made a motion to return to Regular Session, and Councilman Payne seconded the motion. It carried 6-0.

Council may make decisions related to the matters discussed in Executive Session: J. Moore No action was necessary.

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APRIL 30, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Bernie Hiemenz, Lee Payne and James Wurgler were present and constituted a quorum. Councilmen Craig Fritsinger and Frank McNelly were absent. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- C. Adopt Agenda Councilman Hiemenz made a motion to adopt the Agenda as presented. Councilman Dent seconded the motion, and it carried 4-0.

II. Council will review and discuss the tentative 2015-2016 Budget.

- The budget includes a \$.50/hr. across-the-board increase for City employees and merit increases, up to 3%, based on performance evaluations. Brandon Buchanan said he is not generally in favor of COLA's (cost of living adjustments), but our focus now is to get caught up after no increases for several years.
- (Page 19) *Revenues Property Tax*, the budget includes the levy at the tax rate of 1.5939.
- (Page 34) The numbers for *Magistrate* include those for the IGA increase for the Court with Coconino County if Council approves it.
- (Page 29) Monies are transferred into the General Fund from the BBB Fund in order to issue checks for expenses in tourism and recreation that are covered by BBB monies.
- (Page 63) *Tourism Promotion* shows a decrease from \$395,836 to \$310,479 which represents the elimination of payment for the Events Coordinator position for the Chamber of Commerce. These funds were moved to the Visitor's Center when the City had to take over management in February 2015. The budgeted amount of \$233,000 is the amount requested by the Chamber.
- (Page 36) The *General Administration* line item for 4390 *Insurance* \$299,669 pays for all our insurance coverage from Travelers.
- Contingency Funds are in place if something goes wrong, and we don't have money budgeted to handle that event specifically. Between all departments in the General Fund, we can move money if we need to do so. We do not spend our capital improvement money

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until near the end of the fiscal year in case it is needed for some emergency during the earlier part of the budget year.

- Repairs on the horse barns are included in the *Recreation Facilities* budget for \$38,000
- Bleacher covers may allow for some rainwater collection. We will look at solutions and costs. Even if only 10,000-15,000 gallons were collected, that would get us through a small rodeo without needing potable water.
- (Page 50) The *Fire Department's Travel & Training* budget has been cut from \$11,711 to \$5,000. Training will continue to be provided, but extra days' expenses for sightseeing will not be allowed.
- We have lots of flexibility to make changes as long as don't go over the bottom line of the budget.
- (Page 57) Lease payments on hangars will be coming in the next fiscal year. We are following up on the forms submitted to express interest in hangar rentals.
- Two of the existing buildings need to come down, and the hangar space in the old flight school is not usable so it should come down. We can't store boats, jet skis, etc. in hangar spaces.
- The *Street Improvement Fund* should have up to \$700,000 for projects next year. Within three years, we're on track to have \$1.5 million for capital improvement projects. The street across from the high school will be repaired, hopefully, in-house for less than the \$30,000 quoted for outsourcing the project.
- (Page 59) The *Forest Service Building Fund* has nothing significant for building repairs because the only concern is about minor repairs that will need to be done before the current lease expires in 2017. The big one is fixing up the parking lot and the concrete on the ramp on the north side of the building where the snow that comes off the roof freezes, then gets salted, damaging the concrete. The City has put money back into the building in creating the Forest Service's required, controlled access.
- If Department Heads had an unfilled request, it would be adding more people. However, we must first address our inefficiencies. We don't want to hire more people and have no money for projects. As we

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- begin to do more projects in house, that's when we might need to add some people. As we move from complete rebuilding of streets to their maintenance, we could do more of the work in house. That's when we might use some more workers.
- Mayor Moore said this is the best put-together budget he's seen. Brandon Buchanan said that he is particularly pleased, knowing where we were three years ago, where we are now, and where we will be in three years.
 - This year, we've had construction-generated sales tax revenue from Love's, and we estimate \$200,000 per year in new sales tax revenues from Love's. We built in an 8%-10% increase in sales tax for next year, and that is still conservative.
 - We need good data from the new water meters so we can start calculating impact fees. Because the meters will not be installed until later in the fiscal year, we won't have complete usage data until next summer. Without the data we cannot proceed with the required work so we know we won't be collecting any impact fees this coming year. We can do development agreements if we have a new development, but we're not collecting them on individual residences.
 - Councilman Dent stated his opinion for the record: By waiting, he believes it's costing us about \$300,000 to \$400,000 in impact fees per year. He believes we should proceed with collecting impact fees.
 - Pat Walker, who was retained to complete our impact fee study, needs data to show we are not using up to our capacity in water and wastewater. We have paid her approximately \$40,000 so far. Someone else might run \$120,000 to get the project done. We also don't have a capital improvement plan, which has been another roadblock.
 - The idea is to get the Sweetwater Well going along with a new well, and tie the two together. This would increase our production from 1.1 million gallons to almost 2 million gallons a day. Arsenic is a question mark right now, so some variables are up in the air.
 - Councilman Dent said that, since other places have already done their impact fee studies, some other firms might be available. He is disappointed in what we've gotten for our \$40,000, and he wants this to be a

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priority.

III. ADJOURN

Councilman Wurgler made a motion to adjourn that was seconded by Councilman Hiemenz. The vote to adjourn was unanimous, and the meeting adjourned at 8:21 p.m.

Mayor John Moore

ATTEST:

City Clerk

DRAFT

CITY OF WILLIAMS CITY COUNCIL

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MAY 14, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by Judge Rob Krombeen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: April 23, 2015, and April 30, 2015 Councilman Fritsinger made a motion to approve the minutes from April 23, 2015, and April 30, 2015 as presented. The motion was seconded by Councilman Payne, and it carried 6-0.
- E Adopt Agenda Councilman McNelly made a motion to adopt the Agenda as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve the Consent Agenda Items (A & B) as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- B. Approval of Check Register for Month Ending April 30, 2015: K. Buonocore

V. NON-CONSENT AGENDA ITEMS

- C. *(Tabled from 4.23.15 meeting)*
Council will review and may approve a proposal from Coconino County to amend our Court staffing IGA to include payroll increases for Court staff: B. Buchanan
- Mayor Moore introduced this item, saying it has been discussed briefly on April 23rd, but we wanted to wait until the Court employees were available to have a full discussion.
- Neither Council Members, Staff, or Court employees anticipated increases in Court staffing costs when this IGA was created in 2012.
 - Unless it is amended or cancelled, the current IGA extends until 2022. The merit raises are a product of County procedures; however,

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increases in pay require money from the City to cover expenses for those County employees who work for the City Court.

- The City pays the County a lump sum for the services and employees it provides for the City Court.
- The Court Building is owned by the County with space allotted for City Court use through a Facility IGA.
- The requested increase would also cover the City's cost for a bailiff to be present in Court to provide security. Weekly, domestic violence hearings are held where victims and defendants are in the same courtroom. Security is needed for protective order cases.
- Some Council members questioned the wisdom of funding a 2.5% increase for Court employees and approving a much smaller increase for City employees. It was noted that, under this IGA, the City pays for services the County provides at the Court, not for its employees individually.
- Jennifer Carter, Court Services Supervisor, pointed out that, since 2012, the benefits have been pouring in. The IGA with the County has saved the City money, and the County employees have increased revenues and improved customer service. The policies and procedures of both Courts have been consolidated. They have experienced improved employee morale.
- Sharon Yates, Deputy Court Administrator, noted that compensation studies were performed and staff positions were reclassified. The amended IGA would include the 2.5% increase for merit raises beginning in FY2017.
- The County is requesting an increase of \$3,370.86 for increases in staffing costs in providing court services to the City of Williams and \$5,263 for FY2016 to pay a portion of the cost in providing bailiff/security services for the Williams City Court for a total of \$8,633.86.
- There was some confusion as to whether the 2.5% increase covers only an actual increase in raises or an increase in the cost of benefits to

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employees.

- A motion was made by Mayor Moore to table this item, requesting the submission of a draft IGA from the County to be reviewed by Councilmen Wurgler, McNelly, and Hiemenz, the City Manager, and the Finance Director and then brought before full Council for consideration. Councilman Fritsinger seconded the motion, and a roll call vote was taken in which all Councilmen voted “yes” to tabling this item until after a draft IGA has been submitted by the County and a review has been completed by those appointed to do so.

- D. Council will review and may approve the Joint Project Agreement for Pavement Maintenance Project at H. A. Clark Memorial Field: B. Buchanan

According to Brandon Buchanan, this project has been moved forward due to ADOT’s availability of funds. The City’s portion of almost a million dollar cost would be 10%, or about \$98,559.

Councilman McNelly made a motion to enter into the Joint Project Agreement for Pavement Maintenance Project with ADOT. Councilman Hiemenz seconded the motion, and it carried 6-0.

- E. Council will review and may adopt the tentative 2015-2016 Budget: B. Buchanan/K. Buonocore

The Finance Director mentioned the two changes made: “Preliminary” was changed to “Tentative” in the title of the budget. Also, entries to the BBB account were changed to better reflect transfers in and out to the General Fund.

A motion to adopt the tentative 2015-2016 budget was made by Councilman Payne, seconded by Councilman Fritsinger, and carried 6-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- F. Mayor and Council

- Mayor Moore said that 300 came to town as part of the Run for the Wall group, and 335 left town.
- Councilman Wurgler went to a work session of the School Board, and he reminded Councilmen that they said they would be more active with the School Board. The 7th grade students have produced, “The Problems of Williams Middle School and Proposed Solutions.” It will be presented Monday, May 18th from 1:00 until 2:30. Please attend and support the students.

- G. Staff Reports

- Brandon Buchanan offered a brief report of what happened on the Wyoming trip when

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he and Kyle Christiansen attended the disassembly and analysis of the equipment from the Dogtown I Well. They ended up with all parties (City, Drill Tech, and GE) agreeing on what occurred but not on how it occurred with the three pumps, two seals, and two motors sent there to be analyzed. GE is willing to provide all new equipment in exchange for the damaged equipment. The City will be responsible for labor for approximately \$40,000. We also would agree to order a new drive (current one is 15 years old). This is not a concern as we need a new one anyway. This is a tentative deal worked out with GE at this point.

- Kellie Peterson, who has been our main contact with Mangum, Wall, Stoops, and Warden, has accepted a position in Montana, and we have started working with other attorneys at Mangum, Wall Stoops, and Warden.
- Jan Shirley, Interim President/CEO of the Williams-Grand Canyon Chamber of Commerce, said that a Search Committee has been formed to recruit for a new President/CEO, and she reminded that a Memorial Day parade will be held at 11:00 a.m. on Saturday, May 23rd.

VII. ADJOURN: Councilman Fritsinger made a motion to adjourn; it was seconded by Councilman Payne; and it carried 6-0. The meeting adjourned at 8:11 p.m.

Mayor John Moore

ATTEST:

City Clerk

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**MAY 28, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation John Moede led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: May 14, 2015 Councilman Fritsinger made a motion to approve the minutes from May 14, 2015, as presented. The motion was seconded by Councilman Hiemenz, and it carried 6-0.
- E Adopt Agenda Councilman Payne made a motion to adopt the Agenda as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION – NONE

- Jeremy Peasley expressed that he wants a Route 66 decal on Route 66 at the corner of Route 66 and 2nd Street. This was discussed three-and-one-half years ago, but no action was taken. He said that local business owners would fund this project and would provide drawings from an artist for Council’s review.

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman McNelly made a motion to approve the Consent Agenda Item (A) as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

- B. Council will review and may recommend approval for an Acquisition of Control for the Safeway #1639 liquor license (#09030026), Series #9, Liquor Store: S. Kerley Susan Kerley noted that the notice had been posted for the requisite 20 days, and no responses were received. Councilman McNelly made a motion to recommend approval to the Liquor License Dept. for the Acquisition of Control for the Safeway #1639 liquor license. It was seconded by Councilman Fritsinger and carried 6-0.
- C. Council will consider and may approve an IGA with the Arizona State Forestry Division to provide Fire Chief Pearson explained that this is just a renewal of the current IGA. Next will come the rate agreement, but first the IGA has to be in place. This

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wild land fire protection services:
Chief Pearson

does not obligate the WVFD to respond to fires on State or Federal lands. It does provide a way for other agencies to help us with fires in or near town and the training they can provide.

Councilman Wurgler made a motion to approve entering into this IGA, and Councilman Payne seconded the motion. It carried 6-0.

- D. Council may accept a bid for the water meter replacement project: K. Christiansen

Kyle Christiansen elaborated on the 10% contingency contained in the contract. The contract is written for the contract amount. If it is not needed, we don't pay the 10% contingency. He and Brandon Buchanan reviewed the bids independently and reached the same conclusion, that KE&G Construction offered the superior bid. References were phoned, and they received high recommendations. This company has a staff that does meter replacements, and, if they can't fill the need from the local labor pool, they bring in their own people.

Because the City is responsible for the lateral lines, some allowances are made in the contract. Councilman Dent believes that, if there is an overrun in the project, it will be in the laterals.

Councilman Wurgler made a motion to award the project to KE&G Construction, and it was seconded by Councilman Hiemenz. A roll call vote was taken, and the motion carried unanimously, 6-0.

- E. Council will review the transfer of cash to the Golf Fund from the General Fund and may offer direction to the Finance Director: K. Buonocore

Mayor Moore introduced this item by explaining that there have been discussions between the Golf Pro and the Finance Director and a letter from the City's attorney.

Councilman Dent said that, while he could understand the Finance Director's concerns, a contract was signed with the Pro stating that he can earn a bonus. The idea with the Golf Committee was that the Golf Pro is the one who drives the whole product. In reality, we force the Pro to have food service sales, and he loses money on that, and we demand that he run a concession cart on the Course which is not profitable for him. He hopes we owe the Pro a bonus every year. All this will be taken into consideration when writing a new contract.

Councilman Dent made a motion to pay the 2014 season bonuses of \$11,296.72 for 2014 and \$1,057.71

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COUNCIL ACTION

for 2013 to Gemini Golf and to authorize the Finance Director to transfer these funds from the General Fund to the Golf Course Fund for payment. Councilman Wurgler seconded the motion, and it carried 6-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

F. Mayor and Council

- Mayor Moore said the Memorial Day parade went well, and he congratulated the American Legion on their good job.
- Councilman Payne said the All Stars are testing to see if Williams works for their games.

G. Staff Reports

- Brandon Buchanan said that smaller equipment will be installed by the drilling company at Dogtown I in the near future.
- Susan Kerley advised the Mayor and Council members that reservations for them and their spouses have been made for the 2015 AZ League Conference in Tucson from August 18th to August 21st and asked that they let her know if they will attend.

VII. ADJOURN: Councilman Fritsinger made a motion to adjourn; it was seconded by Councilman Payne; and it carried 6-0. The meeting adjourned at 7:20 p.m.

Mayor John Moore

ATTEST:

City Clerk

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JUNE 11, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Pat Carpenter led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Absent was Councilman Craig Fritsinger. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: May 28, 2015 Councilman Dent made a motion to approve the minutes from May 28, 2015, as presented. The motion was seconded by Councilman Hiemenz, and it carried 5-0.
- E. Adopt Agenda Councilman Hiemenz made a motion to adopt the Agenda as presented. Councilman Payne seconded the motion, and it carried 5-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION

- Linda Price has had horses at the City Barn for 17 years. She thanked City Council for their time and Anna Curry (receptionist) for her help. She's never felt that the arena was an entitlement.
- Diane Ramos, leader of the Williams Gymkhana Club, requested that the arena be unlocked so members of this organization will have a place to practice.
- Darlene Hayes has been a resident of Williams for three years. She enjoys boarding her horse at the City Barn. The only thing she wanted to ask was that the City have a liaison, or Barn Manager, so concerns and complaints made to one person can go directly to those who make decisions.

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman McNelly made a motion to approve the Consent Agenda Items (A and B) as presented. Councilman Payne seconded the motion, and it carried 5-0.
- B. Approval of Check Register for Month Ending May 31, 2015: K. Buonocore

V. CONVENE TO PUBLIC HEARING (7:14 p.m.)

-Public Hearing on proposed utility rates

- Saleem Saya, Kevin Young, John Peasley, Ian James, Jason & Stefanie Moore, and Jim Karlsberger speaking for Steve Patel spoke in opposition to the increase in utility

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rates, particularly the increase in commercial rates.

RE-CONVENE TO REGULAR SESSION (7:46 p.m.)

- C. Council may adopt Resolution 1320 which provides for increasing water and sewer rates and fees for services related to water and sewer to cover the costs associated with providing water and sewer services: B. Buchanan

Councilman Wurgler made a motion to adopt Resolution No. 1320, and the motion was seconded by Councilman McNelly. The motion passed 5-0.

CONVENE TO PUBLIC HEARING (8:01)

Public Hearing for the Fiscal Year 2015-2016 Budget as required by the State, so the public will be informed and has an opportunity to ask questions and offer input.

There were no comments from the public or from Council members.

RE-CONVENE TO REGULAR SESSION(8:02)

- VI. D. Council may adopt Resolution 1321 which provides for the adoption of the budget for Fiscal Year 2015-2016: B. Buchanan

Councilman Payne made a motion to adopt Resolution No. 1321 for adoption of the 2015-2016 budget, and Councilman Hiemenz seconded the motion. A roll call vote was taken with the five Council members present and the Mayor voting "yes" to pass the adoption unanimously.

NON-CONSENT AGENDA ITEMS

- VII. E. Council may adopt Resolution 1322 which approves the expenditure limitation of \$20,524,880 in Fiscal Year 2015-2016: B. Buchanan

Councilman Dent made a motion to approve Resolution No. 1322, approving the expenditure limitation of \$20,524,880 in Fiscal Year 2015-2016. Councilman Hiemenz seconded the motion, and a roll call vote was taken in which the Resolution was adopted, 4-0. (Councilman McNelly was out of Council Chambers when the vote was taken.)

- F. Council may approve an IGA with the AZ Dept. of Revenue related to Uniform Administration of the City's Transaction Privilege Tax: K. Buonocore

Councilman Wurgler made a motion to enter into this IGA with the AZ Department of Revenue. Councilman Payne seconded the motion, and it carried 5-0.

VIII. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- F. Mayor and Council
 - The Mayor appointed an ad hoc committee to check on the Rodeo Horse Barn for needed repairs. The Committee consists of Councilmen Hiemenz, Payne, and McNelly.
 - The Mayor asked Brandon Buchanan to instruct the Animal Control Officer to go back to the old way of running the horse barn.

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JUNE 11, 2015
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- Councilman Wurgler asked if Staff had gotten any closer to reaching a resolution on the proposed animal shelter. Brandon Buchanan replied that there remains one more provision to resolve. The issue is whether or not they can use volunteers for some parts of the construction of the facility or whether licensed contractors will be required.
- Mayor Moore said that the Fire Chief and Councilman Payne met to discuss setting off fireworks on July 4th. The City will re-evaluate and talk about fireworks next year.

G. Staff Reports

- Susan Kerley reported that the retail sales in the Visitors' Center for the month of May were approximately \$11,000, including sales tax. Also, 243 trip/tours were booked. She commended the Staff for having a passion for their mission and for achieving superior results.

IX. ADJOURN: The meeting was adjourned at 8:10 p.m.

Mayor John Moore

ATTEST:

City Clerk

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**JUNE 25, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Pat Carpenter led the pledge of allegiance, and the invocation was offered by Barbara Brutvan.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, and Frank McNelly were present and constituted a quorum. Absent were Councilman Lee Payne and James Wurgler. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: June 11, 2015 Councilman Dent made a motion to approve the minutes from June 11, 2015, as presented. The motion was seconded by Councilman Hiemenz, and it carried 4-0.
- E Adopt Agenda Mayor Moore asked that the presentation by Saved-Meant to Rescue be combined with Item V. C. Councilman Fritsinger made a motion to adopt the Agenda as presented and to include this change. Councilman Hiemenz seconded the motion, and it carried 4-0.

II. PRESENTATIONS

- A. Saved-Meant to Rescue: Update on current status - Margaret Hangan and Robyn Eckel (See Item V. C.)

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- B. Approval of Purchase Orders: K. Buonocore Councilman McNelly made a motion to approve the Purchase Orders as presented. Councilman Fritsinger seconded the motion, and it carried 4-0.

NON-CONSENT AGENDA ITEMS

- V. C. Council will review and may approve a lease agreement with Save-Meant to Rescue: B. Buchanan Mayor Moore explained that this project has been discussed for quite some time. Since two Council Members are not here tonight, if there is much controversy, the item may be tabled until the next meeting.
Margaret Hangan, new President of SAVE-

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**JUNE 25, 2015
COUNCIL ACTION**

Meant to Rescue distributed a general overview in terms of the organization's status and how they are about to go through a great change. They understand that Council will review the potential lease, and they are excited to be at this point. They have raised more than \$150,000.

Mayor Moore asked Staff if the lease agreement had been before legal counsel and if they were comfortable with it. Brandon Buchanan said that this was correct. Mayor Moore said that Brandon and our animal control person, Leah Payne were available to speak to it.

Councilman Hiemenz asked if the City's donation of \$10,000 was a one-time occurrence. Brandon Buchanan replied that this was a one-time lump sum. The City spends \$18,000 per year with the Coconino County Humane Society.

Councilman Dent said he has talked with Margaret Hangan and Robyn Eckel and would like to see them work out an arrangement with a local veterinarian. They have had all the engineering done by a gentleman from Scottsdale who grew up here. One of the last issues to be worked out was that, anytime they do construction that requires a permit, it would require a licensed contractor. He has been through the lease a number of times and is very comfortable with it. When they get under construction, they will have other possibilities for funding. This is a step to get them moving in the right direction.

Councilman Fritsinger asked if they have building plans. Margaret Hangan said they have concept plans and are looking for a contractor to work with them.

Councilman McNelly asked Leah Payne how this facility will help the Police Department. She explained that they use a shelter for different reasons. Anybody can take an animal to the Coconino County facility, including big or aggressive ones. As Animal Control Officer, she has to continue taking these sorts of animals to the Coconino County Humane Society. She

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is concerned about who will determine which dogs she could give to the local shelter legally. She may have to look into this with the City's attorney. They will not be able to quarantine animals.

Jerry Anthony, Chairman of the Board for the Williams-Grand Canyon Chamber of Commerce, understood that the City would save \$18,000 a year by having a local shelter that could provide all the services that Flagstaff does now. It was explained that a local shelter would not replace the need for the arrangement with the Coconino County Humane Society. It will be a no-kill facility where the one in Flagstaff euthanizes yet still maintains an 86% adoption rate. Leah Payne gave an example of a recent case where she took in two dogs with parvo that had to be euthanized. In situations like this, she would be unable to use a local shelter.

Margaret Hangan said they will be able to take animals (cats and dogs) that are less risky, and they can offer education to the community, like the benefits of spaying and neutering. They can help support the animal control officer.

Councilman Fritsinger expressed concern regarding sustainability and asked if they will depend upon volunteers or have a payroll. They will use volunteers, believing that a lot of people will want to pet and feed the animals.

Councilman Fritsinger said he assumed they've done a feasibility study to which the response was negative, but they plan to do one.

Councilman Dent believes this project poses little risk to the City. The worst case scenario is that they build and continue for three years before the organization disbands. The City has never had a building it couldn't use.

Councilman Dent made a motion to approve the lease agreement with SAVE-Meant to Rescue. Councilman Fritsinger seconded the motion. It carried 4-0.

- D. Council will determine how many readings will be required for Ordinance

Councilman McNelly made a motion to waive

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JUNE 25, 2015
COUNCIL ACTION

No. 948, levying the assessed valuation of the property within the City of Williams. Council may adopt Ordinance No. 948 after its first reading or schedule additional readings: J. Moore

E.

Council will determine how many readings will be required for Ordinance No. 949, levying upon the assessed valuation of the property within the Williams Community Facilities District. Council may adopt Ordinance No. 949 after its first reading or schedule additional readings: J. Moore

F.

Council may approve a lease agreement with Northern Arizona Council of Governments/ Head Start Division for continued use of site as Head Start facility: B. Buchanan

G.

Council may adopt Ordinance No. 950 to bring health insurance premium reimbursements into compliance with the Affordable Care Act.

reading tonight's Ordinances three times. It was seconded by Councilman Fritsinger and carried 4-0. Councilman Fritsinger made a motion to read Ordinance No. 948 by number and title only, and it was seconded by Councilman Hiemenz. Susan Kerley read Ordinance No. 948 by number and title. Councilman Dent made a motion to adopt the Ordinance, and Councilman Hiemenz seconded it. A roll call vote was taken, and the motion passed 4-0.

Councilman Fritsinger made a motion to read Ordinance No. 949 by number and title only. It was seconded by Councilman Hiemenz. Susan Kerley read Ordinance No. 948 by number and title. Councilman Fritsinger made a motion to adopt the Ordinance, and Councilman Hiemenz seconded it. A roll call vote was taken, and the motion passed 4-0.

Councilman Dent made a motion to approve the lease agreement with NACOG. Councilman Hiemenz seconded the motion, and it carried 4-0.

Mayor Moore explained that this Ordinance has to do with bringing us into compliance with the Affordable Health Care Act. It states that "the salary of the Mayor shall be \$900 per month and the salary of each councilperson shall be \$800 per month said amounts consisting of the combination of the currently effective salary amounts and the currently effective health care premiums reimbursement program."

Councilman McNelly made a motion to read Ordinance No. 950 by number and title only. It was seconded by Councilman Fritsinger. Susan Kerley read Ordinance No. 950 by number and title. Councilman Hiemenz made a motion to adopt the Ordinance, and Councilman Fritsinger seconded it. A roll call vote was taken, and the motion passed 4-0.

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JUNE 25, 2015
COUNCIL ACTION

H. Mayor and Council - None

I. Staff Reports

- Susan Kerley said reservations have been made for Council Members and spouses for the AZ League Conference, August 18th through the 21st. She asked that they advise her as soon as they know if their reservations should be cancelled to avoid a penalty.
- Interim Chamber of Commerce President/CEO, Jan Shirley, thanked everyone for their help with last weekend’s event in the Visitor’s Center parking lot. She said it was a very good event.
- Pat Carpenter provided a brief review of the status of our wells:
 - Sweet Water – They began drilling three weeks ago and were down to 2,300 feet when the tools got stuck. A pipe was severed at 1,600 feet by rough formations. The contractor cemented off the formations. The drillpipe got stuck in the concrete. The cutter got severed in the hole, and they had to build a tool to fish it out. The second time, it got severed again. They are now building a special tool to attempt to solve the problem.
 - An option would be to skid the drilling rig over to drill another hole. It would be costly, but fishing out damaged tools and equipment is costly as well.
 - They had an issue when pulling equipment out of Rodeo Well. All the equipment, pump, motor, and seal section and 500 feet of cable fell to the bottom of the well. They can try to fish this out, or, if it’s at the bottom, leave it. A hole in the column pipe may have caused the decrease in production, not the pump.
- Mayor Moore said if major decisions need to be made, he will call a special Council meeting to deal with water well issues.

IX. ADJOURN: The meeting was adjourned at 7:45 p.m.

Mayor John Moore

ATTEST:

City Clerk

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SPECIAL EMERGENCY MEETING
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JUNE 29, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:05 a.m.
- B. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Bernie Hiemenz, Frank McNelly, and Lee Payne were present and constituted a quorum. Councilmen Craig Fritsinger and James Wurgler were absent. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- C. Adopt Agenda Councilman McNelly made a motion to adopt the Agenda as presented. Councilman Payne seconded the motion, and it carried 4-0.

- II.** Council will discuss and may make a decision regarding the relocation of the Sweet Water Well: B. Buchanan Water Consultant, Pat Carpenter, explained the current crisis: The well-drilling company tried to use a fishing tool. They could not get into the shoe that was stuck. They fabricated a tool on site to shave the edge off to allow the spear to get the piece of pipe and pull it out.

Mayor Moore pointed out that there are two options:

1. Fish it out and get the well going; or
2. Move the rig.
 - Brandon Buchanan said he wanted City Council to be aware of the situation and make a decision on how to proceed.
 - The estimated cost to move the rig to another location is \$900,000, based on available information. United Drilling's estimate does have an allowance for some more cementing. They would have to move the rig only 20' to 30'. There is no deviation on this one. We don't have to build another containment pad.
 - We will have to put in another conductor casing which is a two-week process. The drillers will shut down, send crews home and come back when needed.
 - Councilman McNelly recalled that the City waited extra time for this company to drill for us. He asked if they are that good.
 - Pat Carpenter said that, usually, this doesn't happen – getting stuck in the concrete. They've drilled more wells in northern Arizona than any other company. Even with the new estimate, something else could happen. The current estimate does not include \$150,000 owed to the fishing company.
 - Councilmen Dent said he would question whether the

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**JUNE 29, 2015
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company was responsible for getting the pipe stuck in concrete. On the new well, we'll end up with a smaller hole to reduce costs.

- Councilman McNelly asked if we have a deal with Sean Casey for getting excess water from Bearizona if we get in a real pinch for water. Bearizona has a problem with arsenic there, and Sean's asking top dollar.
- Mayor Moore reminded Council Members that they needed to give some instruction.
- Pat Carpenter said they're running out of options. They should be back out of the hole in an hour and back in around 1:00.
- Brandon Buchanan said that there will be a two- to three- week delay if the rig is moved. He has concerns about those projects that will have to be scrapped next budget year, like street projects, the clean closure of the lagoons and switching the waste water plant over from using potable water to process waste to using effluent. Pat Carpenter said that, if the press is run, the plant will do 40,000 to 50,000 gallons a day. The City could save quite a lot of money to process dirt in house.
- Brandon Buchanan said that, technically, we haven't used WIFA funds yet for drilling a new well. We've used the WIFA money to pay back the City for money spent on the other well.
- Councilman Payne asked if they need to be looking to the future to drill new wells?
- Brandon Buchanan said this is one reason for the utility rate increase. It would allow us to spend \$700,000 each year on the electric or water/sewer system.
- Pat Carpenter advised the City to plan for another well by getting a drilling card from ADWR, You pick the initial spot and change the location if it's not productive.
- Councilman Dent expressed concern about the City's capacity for growth. He believes that, at some point, there's a limit to what the community can support.
- Pat Carpenter suggested that another, newer technology could be used for drilling the next well.

Councilman Dent made a motion to move the drilling rig over

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**SPECIAL EMERGENCY MEETING
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**JUNE 29, 2015
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the necessary 20' to 30 ' if they can't salvage the original hole. Councilman Payne seconded the motion, and it carried 4-0.

III. ADJOURN:

Councilman Hiemenz made a motion to adjourn, and it was seconded by Councilman McNelly. The meeting adjourned at 7:29 a.m.

Mayor John Moore

ATTEST:

City Clerk

DRAFT

CITY OF WILLIAMS CITY COUNCIL

SPECIAL EMERGENCY MEETING
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JULY 9, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order
Mayor Moore called the meeting to order at 3:05 p.m.
- B. Roll Call
Mayor John Moore, Vice Mayor Don Dent, and Councilmen Bernie Hiemenz, Frank McNelly, and James Wurgler were present and constituted a quorum. Councilmen Craig Fritsinger and Lee Payne were absent. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- C. Adopt Agenda
Councilman McNelly made a motion to adopt the Agenda as presented. Councilman Hiemenz seconded the motion, and it carried 4-0.

II. CONVENE TO EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03.3, Mayor and City Council Members may consult telephonically with the City's attorney to determine a course of action for current litigation.

RECONVENE TO REGULAR SESSION

III. Council will discuss and make a decision on how legal counsel should proceed.

Councilman Hiemenz made a motion to advise City Attorney, Ken Brendel, to make a settlement offer in the Reyes case for \$57,500. Councilman Wurgler seconded the motion, and it carried 4-0.

IV. ADJOURN

The meeting was adjourned at 3:21 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

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JULY 23, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Those attending said the pledge of allegiance, and the invocation was offered by George Glen..
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly and James Wurgler were present and constituted a quorum. Absent was Councilman Lee Payne. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, CSO Blake Bowen, Sanitation Foreman Jeff Pettit, Public Works Director Kyle Christiansen, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: June 25, June 29, and July 9, 2015 Councilman Fritsinger made a motion to approve the minutes from June 25, June 29, and July 9, 2015, as presented. The motion was seconded by Councilman Dent, and it carried 5-0.
- E Adopt Agenda Councilman Hiemenz made a motion to adopt the Agenda as presented. Councilman Fritsinger seconded the motion, and it carried 5-0.

II. PRESENTATIONS - Mayor Moore asked Diana Roggenbuck, new Manager at National Bank, to introduce herself. She has owned a home in Williams since 2009. She has been in banking for 35 years, but has not been a Branch Manager for 20 years. She would like for everyone to consider her their financial advisor and offered her help with questions that may arise.

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve the Consent Agenda Items (A & B) as presented. Councilman Wurgler seconded the motion, and it carried 5-0.
- B. Approval of Check Register for Month Ending June 30, 2015: K. Buonocore

NON-CONSENT AGENDA ITEMS

- V. C. Council will review and may approve a one-year extension of the IGA with Coconino County on Transfer Station services: K. Christiansen This IGA allows County residents to use the Transfer Station. This is a significant part of our budget. Councilman McNelly made a motion to approve this one-year extension to the IGA. Councilman Wurgler seconded the motion, and it carried 5-0.

CITY OF WILLIAMS CITY COUNCIL

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JULY 23, 2015
COUNCIL ACTION

- D. Council will discuss and may authorize purchase of body cameras for the Police Department: H. Nixon

Police Chief Nixon explained that they hope to purchase 14 body cameras, including one for each officer, one for the reserve officer, and one extra. The policy will be that they're never turned off. They provide a 180-degree angle. They are worn on the front of the body. While an officer can turn a camera off, they never shut off. The Watchguard cameras download into the software the Department already owns. They allow blocking out the faces of juveniles as required by law. He believes the Federal government will soon mandate the use of body cameras. It is his intent to get ahead of the game and be transparent to citizens. The budgeted amount is \$17,000, and the cost will be \$14,000.

CSO Blake Bowen said a charging bank would be at the Police Department and, at the end of each shift, the cameras would be downloaded automatically. Then the data would go to a storage bank. Officers do not have access to the videos.

Councilman Wurgler made a motion to authorize the purchase of body cameras. The motion was seconded by Councilman Fritsinger, and it carried 5-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- E. Mayor and Council

- Mayor Moore showed a photo-shopped picture of the proposed "boxcar bridge." Its location would be by the gazebo in Glassburn Park. No objections were made.

- F. Staff Reports

- *Financial Status and Recap Report, Sales Tax and BBB Tax Summary, and Water Report 7/22/15 were distributed to Council members.*

- VII. ADJOURN:** The meeting was adjourned at 7:16 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**AUGUST 27, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne (late), and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Public Works Director Kyle Christiansen, Building Inspector Tim Pettit, Finance Director Keith Buonocore, , and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: July 23, 2015 Councilman Fritsinger made a motion to approve the minutes from July 23, 2015, as presented. The motion was seconded by Councilman Hiemenz, and it carried 5-0.
- E Adopt Agenda Mayor Moore noted that, while the Public Hearing had been noticed, it did not get onto the Agenda for this meeting. He added that as Item V. on the Agenda.. Councilman McNelly made a motion to adopt the Agenda with this change. Councilman Fritsinger seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION

- Kerry-Lynn Moede announced the C.O.W. Art Event, There is a list of the varied pieces that will be available for purchase. Pieces will be displayed at locations around town, including City Hall and the Visitor's Center.

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Wurgler made a motion to approve the Consent Agenda Items (A and B) as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.
- B. Approval of Check Register for Month Ending July 31, 2015: K. Buonocore

NON-CONSENT AGENDA ITEMS

- VII.** C. Council will consider and make a decision on Planning & Zoning Commission's recommendation to approve an application for rezoning of 21 acres on Rodeo Councilman McNelly pointed out that part of the Planning & Zoning Commission's recommendation is that the change in zoning is project-specific. If the Museum project is not carried out or closes later on, then the zoning will revert back to I-2 (Heavy

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AUGUST 27, 2015
COUNCIL ACTION

Road (APN 200-12-002F) for use by the Arizona State Railroad Museum and may adopt Ordinance No. 951 that amends the City's Zoning Map : T. Pettit/A. Richmond

Industrial). The time frame for this potential reversion is indefinite according to Tim Pettit.

Councilman Wurgler made a motion to waive the three-reading rule for ordinances, and it was seconded by Councilman Hiemenz. It carried 6-0.

Councilman Payne made a motion to read the Ordinance by number and title only. Councilman Wurgler seconded the motion, and it carried 6-0. City Clerk Susan Kerley read Ordinance No. 951 by number and title only.

Councilman Wurgler made a motion to adopt Ordinance No. 951 as presented, and it was seconded by Councilman McNelly. The motion carried 6-0.

VIII. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

F. Mayor and Council

- Mayor Moore suggested that a special Council meeting may need to be called, depending upon the status of the well-drilling.
- Vice-Mayor Dent thanked Al Richmond for supplying golf balls all summer for the Junior Golf program. The program was a great success. Donations allowed Scott Little, Golf Pro, to purchase hats and shirts for the kids who participated.

G. Staff Reports

- None

IX. ADJOURN: The meeting was adjourned at 7:11 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

SPECIAL EMERGENCY MEETING
ANNOTATED MINUTES
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AUGUST 31, 2015
COUNCIL ACTION

I. PROCEDURES:

A. Call to Order

Mayor Moore called the meeting to order at 5:30 p.m.

B. Roll Call

Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Lee Payne and James Wurgler were present and constituted a quorum. Councilmen Bernie Hiemenz and Frank McNelly were absent. Present from City Staff were Brandon Buchanan, City Manager, Public Works Director Kyle Christiansen, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.

C. Adopt Agenda

Councilman Payne made a motion to adopt the Agenda as presented. Councilman Fritsinger seconded the motion, and it carried 4-0.

II. Council will discuss and may make decisions regarding the Sweet Water Well: B. Buchanan

Brandon Buchanan showed a video of the well and its faults and said they don't think the casing will go down in the well now without reaming the hole, but this could disturb the hole and make it impassable. Also, Council needs to talk about the City's financial ability to continue. Pat Carpenter added that the casing would not go below 1,000 feet on the second attempt.

Several issues were discussed:

- The maximum amount available to spend on the Well is \$570,000 which is not enough to ream it out at this point.
- The current rig has been relocated. If they mobilize another rig, another crew of oil field drillers will operate it. Another rig can be here next week.
- Larry, who has directed the drilling so far, has more experience in drilling in this area. Having Larry return with his rig could take several months.
- Pat Carpenter said that having the one who has the most experience in drilling in our area is pretty important and that he would prefer having Larry return.
- When asked if letting the Well sit could cause it to fall in, Pat Carpenter said he didn't know because they can't see beyond 1,252 feet.
- In response to Councilman Dent's question of whether, on the financial side, every rock has been turned over, Brandon Buchanan said that we have \$48,000 to operate without reserves. Some reserves we cannot touch so cash reserves may be o.k.

CITY OF WILLIAMS CITY COUNCIL

SPECIAL EMERGENCY MEETING
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AUGUST 31, 2015
COUNCIL ACTION

- Councilman Wurgler asked if Larry's experience has kept us out of trouble. He believes we've had to depend upon the fishermen to get us out of trouble. His impulse is to move ahead. He would like it better if they bring in a rig and crew and keep going. Councilman Fritsinger agreed.
- Mayor Moore said Brandon Buchanan should have a conversation with Jesús. We will continue to look for money.
- Brandon Buchanan stressed that the City doesn't have much of a checkbook to throw at this.
- Councilman Dent stated that the goal should be to reach 2,900 feet and case it to stabilize it.
- Brandon Buchanan said we are meeting the current demand with well water. His goal is to have six wells running in five years.

Councilman Wurgler made a motion, authorizing the reallocation of funds up to \$570,000 (\$250,000 from reimbursement to APS, \$200,000 from the northside water storage tank, and \$120,000 from the Impact Fee Water Fund) to apply to drilling and casing the Well down to 2,900 ft. The motion was seconded by Councilman Fritsinger, and a roll call vote was taken:

Councilman Wurgler:	Yes
Councilman Fritsinger:	Yes
Councilman Dent:	Yes
Councilman Payne	Yes

The motion carried with four votes in favor and none against.

Councilman Dent made a motion to adjourn, and it was seconded by Councilman Fritsinger. The meeting adjourned at 6:24 p..m.

III. ADJOURN:

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

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OCTOBER 08, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order
Mayor Moore called the meeting to order at 7:04p.m., noting there was not a quorum present and asked the National Forest Service to proceed with their presentation. If upon completion, there is still no quorum, then the meeting would be adjourned.
- B. Pledge and Invocation
The pledge of allegiance was recited, and the invocation was offered by George Glen.
- C. Roll Call
Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger and Lee Payne (late) were present. Councilmen Bernie Hiemenz, James Wurgler, and Frank McNelly were absent. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Public Works Director Kyle Christiansen, Finance Director Keith Buonocore, and Deputy City Clerk Pamela Galvan.
- D. Approval of Minutes:
September 24, 2015
Councilman Fritsinger made a motion to approve the minutes from September 24, 2015, as presented. The motion was seconded by Councilman Dent, and it carried 4-0.
- E. Adopt Agenda
Councilman Dent made a motion to approve the Agenda with item F removed. Councilman Fritsinger seconded the motion, and it carried 4-0.

II. PRESENTATIONS –Kaibab National Forest Update

- A. Representatives: D.D. Harrison, Mike Uebel and Leslie Reed, from Kaibab National Forest provided an update on prescribed burns.
- Mike reviewed the spring fire season, 2015 goals, and the Fall Fire Burn Plan.
 - DD explained the Bill Williams Restoration Project and its process.
 - Leslie provided locations, i.e. internet and boards around the City, where the public may obtain information on prescribed burn areas and other Forest Service information.
 - Councilman Fritsinger inquired on the use of a helicopter to start burns by dropping fire balls. Mike explained the process, assuring it was a safe method for starting the burns.

Upon the completion of the Kaibab National Forest presentation Councilman Payne arrived at 7:30 and Mayor Moore than called the meeting to order at this time.

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- B. Approval of Purchase Orders: K. Buonocore
- Councilman Dent requested confirmation that the majority of the amount for check # 85891, (\$292,684.00) was paid to the drilling

CITY OF WILLIAMS CITY COUNCIL

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OCTOBER 08, 2015
COUNCIL ACTION

company not A Quality Water. Keith confirmed yes.

- Councilman Fritsinger inquired on the shipping cost of the new trash containers. He asked if there was a co-op we could work with to reduce those costs.
- The bulk of them take up an entire truck; the cost is not something we could reduce or avoid.

Councilman Fritsinger made a motion to approve the Consent Agenda Items (B and C) as presented. Councilman Payne seconded the motion, and it carried 4-0.

- C. Approval of Check Register for Month Ending September 30, 2015: K. Buonocore

NON-CONSENT AGENDA ITEMS

- V. D. Council may recommend approval of issuance of a liquor license (#12 Restaurant) to Olivia Rodriguez for Fiesta Grill, 122 W. Route 66: P. Galvan

- Pamela Galvan reported the application of Fiesta Grill - Ms. Rodriguez was posted the required length of time and she did not receive any response, positive or negative.

Councilman Payne made a motion to recommend approval of the issuance of a #12 Restaurant liquor license for the Fiesta Grill. Councilman Fritsinger seconded the motion, and it carried 4-0.

- E. Council will review and may make an appointment to Planning and Zoning Commission: J. Moore/D. Dent

- Mayor Moore recused himself at 7:37 from the appointing process, therefore leaving no quorum to vote. Councilman Payne brought the Mayor back to the meeting at 7:38.
- This item is tabled until the next meeting on October 22, 2015.

- F. Council will consider and may approve a lease with Route 66 Zipline: B. Buchanan

This item was removed from the agenda.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- H. Mayor and Council

- None

- I. Staff Reports

- None

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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OCTOBER 08, 2015
COUNCIL ACTION

VII. *ADJOURN: 7:42 p.m.*

The meet

Mayor John Moore
ATTEST:

City Clerk

DRAFT

CITY OF WILLIAMS CITY COUNCIL

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OCTOBER 22, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by Barbara Brutvan.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Public Works Director Kyle Christiansen, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: October 8, 2015 Councilman Fritsinger made a motion to approve the minutes from October 8, 2015, as presented. The motion was seconded by Councilman Hiemenz, and it carried 6-0.
- E Adopt Agenda Councilman Dent made a motion to adopt the Agenda. Councilman Wurgler seconded the motion, and it carried 6-0.

II. PRESENTATIONS

Susan Kerley, Visitor's Center Director, introduced its new on-site Manager, Michelle Campbell. Michelle worked in the tourism industry in Tusayan for five years before joining the Visitor's Center last spring. She served as our first Concierge. Michelle said that the goal of the Visitor's Center is to be self-sustaining and to always provide accurate information, high-quality products, and unexcelled customer service to our visitors. Our concierge program is a big part of the services we provide, and we have enjoyed a great summer season.

Kyle Christiansen, Public Works Director, introduced Rob Brothers, Maintenance Foreman. Rob said that his department's goal is to support the efforts of the City and to make things as nice in the City as possible. He added that it has been a privilege to work with a lot of good people.

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore NONE

NON-CONSENT AGENDA ITEMS

- V. B. Council will review and may make an appointment to Planning and Zoning Commission: J. Moore/D. Dent Mayor Moore recused himself. Vice Mayor Dent conducted this portion of the meeting. The applicant, Robert Hupp, attended the October 8th Council meeting when this item first appeared on the Agenda. When the Mayor recused himself, there was no quorum so no action could be taken at that time. His application was the only one received. Councilman McNelly commented that some of Mr. Hupp's experience with big jobs could be helpful to the

CITY OF WILLIAMS CITY COUNCIL

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OCTOBER 22, 2015
COUNCIL ACTION

- C. Council will consider and may approve a lease with Route 66 Zipline: B. Buchanan

Planning and Zoning Commission. Councilman McNelly served on this Commission in the past. He believes input from a larger area could be helpful, and this gentleman seems to have lots of experience in inspecting.

Councilman McNelly made a motion to appoint Robert Hupp as a Planning and Zoning Commissioner. Councilman Fritsinger seconded the motion, and it carried 6-0.

Mayor Moore introduced this item by saying that the last decision on this business was a couple of years ago, and we had a lot of people here for that discussion.

Julie Ross, member of the Mayor's Youth Advisory Group, reported that members of that Group are in favor of approving the lease because they believe this is a good tourist attraction, a good business to have in town, and it provides employment for students.

Mayor Moore asked if Council were in support of Option A or Option B.

Councilman McNelly posed several questions to Logan Checketts. Logan Checketts said now that they have a benchmark, he doesn't see the business taking a downturn soon. They operate smart and have established relationships over the years. These will continue to strengthen their business. They had enough capacity to handle their business on one zip line except for a couple of days. The second line being moved has not hurt business. Business in July (the busiest month) was down a little because of decreased capacity.

He has looked at alternate locations and is prepared for whatever Council's decision may be. The alternate location is outside Arizona.

Councilman Dent believes that the cost should escalate as all charges go up and is totally opposed to more than a two-year term.

The contract contains an escape clause for both the City and Route 66 Zip Line. After a 30-day written notice, the Agreement can be terminated.

Councilman Wurgler made a motion to accept Mr. Checketts' proposal for Option A: \$50,000 per year for a 5-year lease, with option to extend 5 years.

Councilman Hiemenz seconded the motion, and a roll call vote was taken:

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OCTOBER 22, 2015
COUNCIL ACTION

Councilman Wurgler:	Yes
Councilman Hiemenz	Yes
Councilman Payne	No
Councilman McNelly	No
Councilman Dent	No
Councilman Fritsinger	Yes
Mayor Moore	Yes

Mayor Moore voted to break a 3-3 tie. The motion to approve the lease with Route 66 Zip Line carried 4-3.

D. Council will review and may approve Resolution No. 1323 for the Lease/Purchase of two Police Department vehicles with JP Morgan Chase Bank: B. Buchanan

Councilman Dent made a motion to read Resolution No. 1323 by number and title only. Councilman Hiemenz seconded the motion, and it carried 6-0. City Clerk Susan Kerley read the Resolution by number and title only. Councilman Fritsinger made a motion to approve Resolution No. 1323, and it was seconded by Councilman Hiemenz. The motion carried 6-0.

E. Council will review a proposal for installation of a monopine cell tower at the Golf Course: B. Buchanan

Brandon Buchanan pointed out that this is just a review, not an action item. As stated in his Staff Report, he received an unsolicited proposal from Sun State Towers. Before investing any staff time, he wants to see if City Council has any interest. The proposal starts with a two-year option so they have time to decide if they want to build.

Councilman McNelly referred to a point in the contract stating that the City would be responsible for "environmental hygiene." He asked if there is another area to the east by the railroad tunnel..

Councilman Dent said that they've selected this location, and lower elevations may not work. We have a ton of questions, and he would like to see it go to the Golf Committee for review and take it to the public, too.

The consensus was that a review and discussion be pursued with the tower being camouflaged as much as possible if it is erected.

F. Council will discuss and may make decisions regarding continued drilling at Sweetwater Well: B. Buchanan

Pat Carpenter said the liner for the last 150' was ordered and, when it was being shipped, it was discovered that its couplings were slightly too large. They are milling them and should deliver the liner tomorrow. They should be drilling to the water

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OCTOBER 22, 2015
COUNCIL ACTION

formation by Saturday.

Brandon Buchanan passed around the small piece remaining of the \$20,000 camera that went down the hole.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

G. Mayor and Council

- Mayor Moore is leaving in the morning and will be back at the end of next week.

H. Staff Reports

- Police Chief Nixon was contacted by a production company that will be coming in early November to shoot a commercial for Progressive Insurance, using Route 66 and South (Perkinsville) Road. He will get the pertinent information to Council when he gets it.
- Kyle Christiansen announced that the construction of the hangars at H. A. Clark Memorial Airport has been completed with five hangars leased, one potentially leased, and interest shown in others. On the new water meters, 1,298 have been installed with 131 left to do. Some large meters have to be manufactured. So far, 25 meters that were not being read have been located. One meter had more than one million gallons that had gone unbilled. Keith Buonocore said we will work with the Police Department and Legal to find what recourse we have on water used and not billed or paid. Kyle Christiansen said the new meters will signal if vandalism has occurred.

He added that there is one point of data collection in the City. Sensus offered a 99% guarantee. We will go on-line in November. He commended Shari Pippin, Utility Account Clerk, for spending so much time on inputting information for the new meters.

- Brandon Buchanan said that the members of the Ad Hoc Committee for the Court Staffing IGA have packets in their notebooks with the most recent working version of the IGA for their review. The Committee will meet in a few weeks.
- Brandon Buchanan announced that the City will have a nice holiday event for City employees and encouraged Mayor and Council members to attend on Friday, December 11th, at the Sultana Theater, beginning at 6:00 p.m.

VII. EXECUTIVE SESSION

Councilman Fritsinger made a motion to convene to Executive Session, and it was seconded by Councilman Hiemenz. The motion carried 6-0.

CONVENE TO EXECUTIVE SESSION - 7:55

Pursuant to A.R.S. 38-431.03 A. 1, Council will review performance evaluations for City Manager Brandon Buchanan

RE-CONVENE TO REGULAR SESSION - 8:35

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**OCTOBER 22, 2015
COUNCIL ACTION**

- I. Council may make decisions related to the matters discussed in Executive Session: J. Moore Councilman McNelly made a motion to increase the City Manager's annual salary to \$120,000. Councilman Hiemenz seconded the motion, and it carried 6-0.

VIII. ADJOURN: The meeting was adjourned at 8:37 p.m.

Mayor John Moore

ATTEST:

City Clerk

DRAFT

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**NOVEMBER 12, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by Barbara Brutvan.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Public Works Director Kyle Christiansen, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: October 22, 2015 Councilman Fritsinger made a motion to approve the minutes from October 22, 2015, as presented. The motion was seconded by Councilman Hiemenz, and it carried 6-0.
- E Adopt Agenda Councilman Wurgler made a motion to adopt the Agenda. Councilman Fritsinger seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Dent made a motion to approve both Consent Agenda Items (A. and B.). Councilman Hiemenz seconded the motion, and it carried 6-0.
- B. Approval of Check Register for Month Ending October 31, 2015: K. Buonocore

NON-CONSENT AGENDA ITEMS

- V. C. Council will hear a proposal from Randy Feucht, Running Water, regarding locating a water hauling facility on City-owned property and may direct Staff on how to proceed: J. Moore/B. Buchanan Mayor Moore said the City has a couple of pieces of property on Garland Prairie Road, and Randy Feucht has interest in leasing one of them. Mr. Feucht explained that he would like to install a 20,000-gallon water tank and a vending machine.. He would haul water from Bellemont. The pie-shaped piece of property is directly across the street from the feed store. Mr. Feucht said he would like to lease the land from the City to sell approximately 5,000 gallons of water per day. This would service residents of The Woods, the Deer Farm area, and Sherwood Forest. While these are not heavily populated areas, it would offer

CITY OF WILLIAMS CITY COUNCIL

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NOVEMBER 12, 2015
COUNCIL ACTION

convenience for their residents.

Brandon Buchanan explained that the parcel is a little over three-quarters of an acre, and a traffic pattern has not yet been established. This item was placed on the Agenda to see if Council wants to entertain the idea of proceeding with a Request for Proposals. He said the revenues lost by the City would be relatively minor.

Mr Feucht added that his idea is for a self-contained water tank with pumps inside. There could be an entrance on one side and an exit on the other. Electric service is available right across the street so he would have easy access to electricity. His plan would be to start the project right after an agreement is reached. Then he could be operating by spring.

The consensus of Council was to instruct Staff to proceed with a Request for Proposals right away.

- D. Council will discuss a proposal from SBA Communications to extend two existing ground leases located at 502 East Route 66 and 1211 West Route 66 and may direct Staff on how to proceed: B. Buchanan

Brandon Buchanan noted that Council has his Staff Report and the two separate, current leases on these parcels. The leases expire in 2030, and SBA Communications is proposing 35-year extensions to 2065. They want to be in a position to guarantee longer terms to their tenants. His recommendation is to suggest they come back in 12 years or so to request a 15-year extension.

The consensus of Council was to have Brandon Buchanan suggest SBA Communications return in 10 years or so to submit their request for an extension.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- E. Mayor and Council

- None

- F. Staff

- Pat Carpenter reported all indications show that Sweet Water is a good well.

VIII. ADJOURN: Councilman Fritsinger made a motion to adjourn. It was seconded by Council Hiemenz and carried 6-0. The meeting was adjourned at 7:19 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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PAGE 1

**DECEMBER 10, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Public Works Director Kyle Christiansen, Finance Director Keith Buonocore, Fire Chief Chase Pearson, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: November 12, 2015 Councilman Fritsinger made a motion to approve the minutes from November 12, 2015, as presented. The motion was seconded by Councilman Payne, and it carried 6-0.
- E Adopt Agenda Councilman McNelly made a motion to adopt the Agenda with Item V. C. removed.. This Item will be considered at a later date after it is discussed with the Fire Chief and Pension Board members. Councilman Fritsinger seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve both Consent Agenda Items (A. and B.). Councilman Hiemenz seconded the motion, and it carried 6-0.
- B. Approval of Check Register for Month Ending November 30, 2015: K. Buonocore

NON-CONSENT AGENDA ITEMS

- V. C. Appointment of lay member from the community to the Williams Volunteer Fire Department Pension Board to replace 30-year member, Marty Glassburn, who has given his notice of retirement, effective December 31, 2015: J. Moore This Item was deleted from the Agenda.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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DECEMBER 10, 2015
COUNCIL ACTION

- D. Council will review and may approve an Intergovernmental Agreement with the State of Arizona for the reconstruction of a portion of Grand Canyon Boulevard: B. Buchanan/K. Christiansen

Brandon Buchanan said this would be just over \$600,000 in total Federal funding, and the recommendation is to completely rebuild Grand Canyon Blvd. between Edison and Franklin. This is just one stretch of a heavily traveled, central artery. Only certain designated routes are eligible for the grant. The construction would be scheduled for 2019. Four years ago, to mill and overlay Route 66 and Railroad Avenue was more than \$1 million.

Kyle Christiansen added that, if we want to do utilities, we will have to pay for them. The water main seems sound, but it would be nice to have a new main at the same time the street is done.

Brandon Buchanan said that the design match of \$37,373 would be due in the next 30 days. Our match for the construction would be due at the end of 2018.

Mayor Moore explained that it is important that we stay in the rotation with ADOT and NACOG funding. The funds are distributed among five counties every three to five years.

Councilman McNelly made a motion to approve the IGA between the City of Williams and the State of Arizona. Councilman Hiemenz seconded the motion, and it carried 6-0.

- E. Council will review and may approve an Intergovernmental Agreement with the State of Arizona for artifact acquisition for the Arizona State Railroad Museum: B. Buchanan/A. Richmond

Al Richmond explained that, in 2008, Council approved a transportation grant for the turntable construction. Even though some monies went away, ADOT and the Feds kept this money intact, and it is still in the pot. However, they did change the rules. Although the award has been made, the money will not be received for four years, but it can be re-allocated. The Railroad Park and the construction of two Gateway Arches were paid out of these funds. He will try to finish off Boxcar Bridge in the spring with some of this money.

The grant now being considered would be for \$500,000 with a 5.7% match. The match will have to be found by the Railroad Museum because the City won't have these funds available.

Al Richmond said that the Museum is now in the process of working with their financial analyst from Piper Jaffray so that they can issue bonds.

Councilman Dent noted that this is a separate issue

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**DECEMBER 10, 2015
COUNCIL ACTION**

from bonding. His concern is if the Museum is not built. Are there assets to cover the City's expenditures?

Al Richmond said that the Museum currently has \$3 million in disposable assets. If the assets were sold, an appraisal would not be needed because they would go to a broker as scrap.

Councilman Payne explained his understanding of the terms of the grant: We get the grant for \$500,000 with the match, and, as long as the money is not expended, we can return it. The City would be out the administrative fee of around \$5,000. Anything we spend in three years, we could be asked to pay back. If we've only spent enough for Boxcar Park, that's all we'd have to pay back. One concern is "within 36 months of procurement." We have 36 months for artifacts to be on display, or we would have to pay back the funds used to purchase them. He can see securing the grant but not spending any money unless we can get them on display.

Councilman Dent said that, to reach a level of comfort, he needs to know the value of currently owned artifacts - an inventory of what has been acquired with the original \$300,000.

Mayor Moore said that, if we're going to proceed, there's probably no need to take any action. If we're not in agreement with the original grant, then why would we proceed? He asked for the deadline. The deadline for comments is December 15, 2015.

Al Richmond explained that acquisitions are made in two ways:

- purchased
- donated (often by corporations)

A Bill of Sale is on file if it was purchased or a Donation Agreement if it was donated. Donation Agreements stipulate that disposal of items is determined by the Museum.

The value of the Museum's inventory is market value. If items are not marketable, then they would be appraised at scrap value. He has always taken a low-side value. Some locomotive prices are going up for some unknown reason.

Councilman Wurgler quoted from Brandon Buchanan's November 23, 2015, email to Al Richmond: "neither

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Keith nor I will approve any expenditure of new funds...until the museum project has been accepted and funded," and added that it looks like we're not agreeing to fund this. We're not agreeing to spend any money until that threshold has been reached.

Councilman Wurgler made a motion to approve an Intergovernmental Agreement with the State of Arizona for artifact acquisition for the Arizona State Railroad Museum. Councilman Fritsinger seconded the motion, and a roll call vote was taken:

Councilman Wurgler:	Yes
Councilman Fritsinger	Yes
Councilman Payne	Yes
Councilman McNelly	No
Vice Mayor Dent	Yes
Councilman Hiemenz	No

The motion carried with four votes in favor and two votes opposing.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

F. Mayor and Council

- The City received a plaque from the Forest Service. The Forest Service approved the clearing of Bill Williams Mountain
- The City's Holiday Party is tomorrow night.

G. Staff - *NONE*

VIII. ADJOURN: Councilman Fritsinger made a motion to adjourn. It was seconded by Council Hiemenz and carried 6-0. The meeting was adjourned at 7:40 p.m.

Mayor John Moore

ATTEST:

City Clerk

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**SEPTEMBER 24, 2015
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and the invocation was offered by George Glen.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, and Lee Payne were present and constituted a quorum. Councilman Wurgler was absent. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Public Works Director Kyle Christiansen, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: August 27, 2015, and August 31, 2015 Councilman Fritsinger made a motion to approve the minutes from August 27, and August 31, 2015, as presented. The motion was seconded by Councilman Hiemenz, and it carried 5-0.
- E Adopt Agenda Councilman McNelly made a motion to adopt the Agenda. Councilman Fritsinger seconded the motion, and it carried 5-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve the Consent Agenda Items (A and B) as presented. Councilman Hiemenz seconded the motion, and it carried 5-0.
- B. Approval of Check Register for Month Ending August 31, 2015: K. Buonocore

NON-CONSENT AGENDA ITEMS

- V. C. Council will review and may approve an Agreement for Improvement of Parking Spaces by Route 66 Auto Care: B. Buchanan Brandon Buchanan explained that in this amended version they tried to address the concerns of the owner regarding liability. The owner would not be liable for the public parking area. Some indemnification and some mediation language were removed. There was one last part to figure out: To what extent would the owner be asked to improve the area for parking? This could run from paving to just striping.
- Mayor Moore said that Councilman Dent and City Manager Buchanan have worked hard on this Agreement. It represents a major effort in cleaning up

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that part of town.

Brandon Buchanan explained that the area outlined for parking is in the right-of-way and will remain the right-of-way. The turn lane is technically on private property. The right-of-way area would be deeded to the City, and the parking area would be improved by the owner. The owner will use this as his on-site parking. It would satisfy up to seven spaces of required parking spaces. What remains is to define "appropriate paving and striping."

Vice Mayor Dent added that the City Attorney was not comfortable with a simple exchange because the records don't show how the City acquired the property originally. He said these parking spots are comparable with the public parking spots at Monument Park.

Mayor Moore said that, if it's comparable to Monument Park, then the City will have to improve those parking spots if more is required of the Owner for these parking spots.

Mike Cowen, owner of Route 66 Auto Care, said he appreciates the City working with him. He doesn't yet know what he will do with this property. 1647 square feet will be deeded to the City, and that equals about seven parking spaces, which he will receive. He felt this was a fair solution.

Councilman Payne made a motion to approve the proposed Parking Agreement with Mike Cowen, Route 66 Auto Care, with the caveat that the owner is responsible for striping and curb stops. Councilman Hiemenz seconded the motion, and it carried 5-0.

- D. Council will review and may approve an amendment to the La Quinta Development Agreement:
B. Buchanan

Brandon Buchanan explained that the original Agreement passed in February required that the developer build an on-site water storage tank. The First Amendment to their Agreement would allow the Developer to contribute \$161,924 to the City to go towards a million-gallon tank to be built near Love's Travel Center in lieu of building a smaller tank on their property. This would help the City accomplish its goal of a larger water storage tank in a better location and would also free up the Developer's parcel for commercial development.

Vice Mayor Dent made a motion to approve the First Amendment to the Development Agreement between

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the City of Williams and Grand Canyon WH LLC (dba La Quinta Inn and Suites. Councilman Fritsinger seconded the motion, and it carried 5-0..

- E. Council will review and may approve a Lease/Purchase Agreement for Police Department Vehicles: H. Nixon

Police Chief Herman Nixon explained that the Police Department has obtained four vehicles from grants in the last six years. This would replace only one vehicle which will go to the City. It will put the Police Department at a level where they won't need to request another vehicle for two years, but they will still apply for grants.

Brandon Buchanan added that he is starting this process with other departments and will do an equipment survey this fall to come up with an equipment purchasing plan.

Councilman Fritsinger made a motion to approve the lease/purchase agreement for the Police Department. The motion was seconded by Councilman Hiemenz, and it carried 5-0.

- F. Council will review and may approve the Electric Line Extension Policy:
B. Buchanan

Brandon Buchanan pointed out that the current policy (going into effect when new service is connected or service upgraded) is that the residential customer pays the first \$3,500 with the City paying costs that exceed this amount. For commercial customers, the City has covered costs equivalent to up to two years' estimated revenues. This proposal shifts the costs to customers completely so the City would not pick up any part of new service or upgrades to be effective immediately if approved. If the monies spent since 2013 (\$679,000) could have been directed elsewhere, it would have been more beneficial to the City as a whole.

Vice Mayor Dent expressed a desire to move in this direction. If a large development is proposed, the City can determine its economic development value at that time and include it in their development agreement.

Vice Mayor Dent made a motion to approve the Electric Line Extension Policy changes. Councilman Payne seconded the motion, and it carried 5-0.

- G. Council will review and may approve the Amended Power Sale Agreement with APS: B. Buchanan

Brandon Buchanan said this is more of a housekeeping-type item. Its primary focus is to incorporate the Kaibab Substation so APS can bill us. Councilman Fritsinger asked if this would be retroactive. Brandon Buchanan said the City has been billing and collecting money but has made no payments

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to APS. This Agreement expires in 2017. The new Agreement will add a reference and will allow us to incorporate power we purchase from Hoover Dam.

Vice Mayor Dent added that K. R. Saline, before 2017, will bring to the City several ideas on how to purchase power. There's several co-ops out there that they are gathering information on.

Councilman Dent made a motion to approve the amended Power Sales Agreement with APS.

Councilman Fritsinger seconded the motion, and it carried 5-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

H. Mayor and Council

- At the Mayor's request, Jerry Anthony, President of the Williams-Grand Canyon Chamber of Commerce, introduced Bob Argylan, the new President/CEO of the Chamber. Jerry Anthony said their experience in the first three weeks has been positive and favorable. He brings a whole host of benefits to the Chamber. Bob Argylan thanked the Mayor and City Council for allowing him to be introduced and added that he hopes to bring something positive to the Chamber and to the City.

I. Staff Reports

- Brandon Buchanan reminded Council that his evaluation forms were in their Packets and asked that they complete and return them to City Clerk Susan Kerley.
- Public Works Director Kyle Christiansen provided an update on the airport hangars and water meter installation: Six hangars are pre-leased, and about one-half of the new water meters have been installed.

VII. J. CONVENE TO EXECUTIVE SESSION

Councilman Payne made a motion to convene to Executive Session at 7:46 p.m. Councilman Fritsinger seconded the motion, and it carried 5-0.

EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03.4, Council will discuss the Operations & Maintenance contract that is the subject of negotiation with APS.

RE-CONVENE TO REGULAR SESSION

Councilman Fritsinger made a motion to re-convene to Regular Session at 8:10 p.m. Councilman Hiemenz seconded the motion, and it carried 5-0.

- m.* K. Council may make decisions No action was taken.
related to the matters discussed
in Executive Session: J. Moore

VIII. ADJOURN: The meeting was adjourned at 8:10 p.m.

Mayor John Moore

ATTEST:

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City Clerk

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