

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES AGENDA ITEM

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JANUARY 12, 2017
COUNCIL ACTION

I. PROCEDURES:

- | | | |
|----|---|--|
| A. | Call to Order | Mayor Moore called the meeting to order at 7:00 p.m. |
| B. | Pledge and Invocation | Chief Nixon led the pledge, and a guest offered the invocation. |
| C. | Roll Call | Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, City Clerk/HR Director Pamela Galvan and Administrative Assistant Sue Bennett. |
| D. | Approval of Minutes:
December 08, 2016, and
December 29, 2016 | Councilmember Wurgler made a motion to approve the minutes of December 8 th with a correction to Item F. The motion is to read: <i>Vice-Mayor Dent made a motion to table this until the weather is 70 degrees and rising: July the 15, 2017</i> , and the December 29, 2016 as presented. Councilmember Hiemanz seconded the motion, and it carried 6-0. |
| E. | Adopt Agenda | Councilmember McNelly made a motion to adopt the Agenda as presented. Councilmember Payne seconded the motion, and it carried 6-0. |

II. PRESENTATIONS

- None

III. PUBLIC PARTICIPATION

- None

IV. CONSENT AGENDA ITEMS

- | | | |
|----|---|---|
| A. | Approval of Check Register for Month Ending December 31, 2016.: <i>K. Buonocore</i> | <ul style="list-style-type: none">• There was an inquiry on check amounts made out to the Bureau of Reclamation for \$5,575.01 on December 1, and again on December 15th 2016.• Mr. Buonocore explained one was in error and credited back.• There was an inquiry on check amounts made out the The Computer Guys for \$7,435.06 on December 15, and December 22, 2016.• Mr. Buonocore explained that they are installment payments for the PD camera system. |
|----|---|---|

Vice-Mayor Dent made a motion to approve the check register for the month ending December 31, 2016.

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Councilmember Hiemenz seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

B. Review and consider the Coconino County amended Ordinance regarding the addition of Vapor products (e-cigarette) regulating the placement, Storage and Display of Tobacco Products and Vending Machines that dispense Tobacco Products. (Limiting youth access to tobacco and vapor products in Coconino County): *S. Miller*

- Mayor Moore read the item and asked the City Manager for clarification.
- Skylor Miller explained how it works and the reasoning behind it to protect minors. This has gone into effect.
- Councilmember McNelly asked of the Chief what his thoughts were.
- Chief responded that they should be kept in back. There had been a couple of thief's with the vapor products by juveniles. We can accept Coconino County's amended Ordinance and adhere to it.
- Smoke shops require you to be 18 years of age or older.
- Councilmember Wurgler expressed his understanding that this will not impose any additional constraints, but merely close a loop hole; this is being treated just like all other tobacco products.

Mayor Moore said we don't have to make a motion, by the County passing the Ordinance it takes effect.

C. Discussion and possible approval of a contact with Hazen & Sawyer Engineers to perform grant funded water conservation study to improve utility processes.: *S. Miller*

Mayor read the item and asked the City Manager to go over with the Council.

- Skylor explained this was a WIFA water study contact he had been talking about. One hundred percent clean water WIFA study and Doug Cobert is here for any questions. This is a reimbursement grant.
- Councilmember Hiemenz asked how long the study would take and Mr. Cobert responded about six months.
- Councilmember McNelly asked how the study would benefit the City plants.
- The first part of the study is how we can improve the efficiency of our treatment plant. We are currently losing 30,000 gallons a day during the back wash process. The idea is to recapture the

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water and put it back into the system.

- The other project is to reuse the effluent water.
- Mayor Moore confirmed our current water loses.
- Skylor Miller said this will tell us what we can do and how we can do it.

Councilmember McNelly made a motion to approve the contract with Hazen & Sawyer Engineers to perform grant funded water conservation study to improve the utility processes. Councilmember Trapp seconded the motion, and it carried 6-0.

Mayor Moore vote would also be aye for the record.

- D. Discussion and possible decision of a financing agreement with APS for the Garland Prairie Electric Project.: S. Miller

- Skylor reminded Council that their last meeting discussions with John Haro they negotiated to pay off Garland Prairie in a 3 year agreement and at that time told him that we would move forward with the first payment in good faith, but we would not approve the agreement without having a construction finance agreement. This document has been reviewed by KR Saline and they don't see any red flags, but have recommendations for future projects.

Councilmember McNelly made a motion to approve the financing agreement with APS for the Garland Prairie Electric Project. Councilmember Wurgler seconded the motion, and it carried 6-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- E. Mayor and Council: Mayor Moore attended a NACOG meeting and understands that federal funding may become available this spring or summer. We should be ready with a project like the water infrastructure just in case funds become available.
- Councilmember McNelly spoke of the forest road out past Bearizona that goes out the Amtrak station and how it is in bad shape. He spoke of the help the City's street department provided as well as BNSF's in-kind contributions in patching it up for now; and how it needs to be addressed in the spring or summer and made passable.

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F. Staff Reports:

- Chase Pearson announced that he will be the Fire Chief again this year 2017, and proceed to go over the current calls they responded to recently.
- Skylor Miller announced that APS will start on Monday working first on Grand Canyon Blvd. and Franklin Street. They will attempt to be diligent with outages. The conversion on Ellen Way will be done in partnership with APS and we will do trenching expecting those projects to be completed over the next 6-8 weeks.
- A-Quality water report is great we have 36 months of water in reserve based on our current need, and the wells are currently off right now.

CONVENE TO EXECUTIVE SESSION

Per ARS 38-431.03(A)(4) Discussion or consultation in order to consider its position and instruct its attorneys/staff regarding the public body's position regarding contracts that are the subject of negotiations, litigation or in settlement discussions conducted in order to avoid or resolve litigation, regarding future projects with Bearizona.:S. Miller

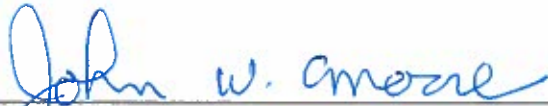
Councilmember McNelly made a motion at 7:32 to go into executive session.
Councilmember Payne seconded the motion, and it carried 6-0.

Vice-Mayor Dent made a motion to re-convene to the regular meeting at 8:00.
Councilmember McNelly seconded the motion, and it carried 6-0.

RE-CONVENE TO REGULAR MEETING

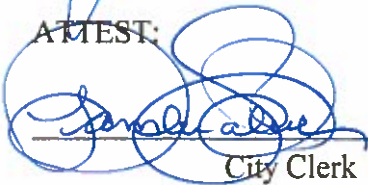
VII. ADJOURN

Mayor Moore adjourned the meeting at 8:01 p.m.



Mayor John Moore

ATTEST:



City Clerk

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FEBRUARY 09, 2017
COUNCIL ACTION

I. PROCEDURES:

- | | | |
|----|--|---|
| A. | Call to Order | Mayor Moore called the meeting to order at 7:00 p.m. |
| B. | Pledge and Invocation | Chief Nixon led the pledge, and George Glenn offered the invocation. |
| C. | Roll Call | Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen, Police Department Lt. Hixon and City Clerk/HR Director Pamela Galvan. Also present were City Attorneys Brandon Kavanagh and Jim Griffith. |
| D. | Approval of Minutes:
January 12, 2017 | Councilmember McNelly made a motion to approve the minutes of January 12, 2017 as presented. Councilmember Trapp seconded the motion, and it carried 6-0. |
| E. | Adopt Agenda | Councilmember Hiemenz made a motion to adopt the Agenda as presented. Councilmember Payne seconded the motion, and it carried 6-0. |

II. PRESENTATIONS

- Project founder and CEO Al Richmond announced today that the Arizona State Railroad Museum Foundation has broadened the scope of the project. More than “just” a museum, the Arizona Railroad Heritage Park will encompass the Arizona State Railroad Museum and Arizona Northern Railway on its 21-acre family oriented campus in Williams, Arizona. All will operate under the umbrella of the nonprofit Foundation.

III. PUBLIC PARTICIPATION

- Joe Weathersby from APS stood and introduced himself to the Council; John Haro, also from APS, said they are proud partners with the City of Williams and pointed out that Joe is a local.
- The Mayor thanked APS for their partnership.

IV. CONSENT AGENDA ITEMS

- | | | |
|----|--|--|
| A. | Approval of Purchase Orders: <i>K. Buonocore</i> | <i>None</i> |
| B. | Approval of Check Register for Month Ending January 31, 2017.: <i>K. Buonocore</i> | Councilmember Wurgler made a motion to approve the check register for the Month ending January 31, 2017 as presented. Councilmember Payne seconded the motion, and it carried 6-0. |

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COUNCIL ACTION

V. *NON-CONSENT AGENDA ITEMS*

- C. Resolution No. 1342 to authorize refinancing of GADA 2005, 2008 and Zions 2010 bonds into series 2017.: K. *Buonocore*

- Mayor Moore read and explained the substantial savings this will provide right now.
- Councilmember McNelly asked if Mr. Buonocore had looked it over and was happy with the numbers. Mr. Buonocore replied, "Yes."
- Councilmember McNelly asked if our legal counsel had also reviewed this. The response was that all is found to be in order and is prepared to move forward.
- This will be a private placement instead of going through GADA. We will refund 3.7 million dollars at a rate of 2.36% as of today.
- Nick Diamond from RCB approached Council and explained that they had secured a loan from Chase Bank to buy the bonds directly from the City to refinance, and as Keith mentioned approximately 3.7 million outstanding debts at a rate of 2.36% for the remaining terms of the bonds. It is approximately one quarter of a million dollars savings to the City. Our current interest rates average is 4.83%.

Councilmember McNelly made a motion declaring an emergency to pass the bond Resolution No. 1342. Councilmember Wurgler seconded the motion, and it carried 6-0.

Vice-Mayor Dent made a motion have Resolution No. 1342 read by number and title only.

Councilmember Payne seconded the motion, and it carried 6-0.

City Clerk read Resolution No. 1342 by number and title only.

Vice-Mayor Dent made a motion to approve Resolution No. 1342. Councilmember Payne seconded the motion and a roll call vote was taken.

Vice-Mayor Dent	Yes
Councilmember Payne	Yes
Councilmember Heimenz	Yes
Councilmember McNelly	Yes
Councilmember Trapp	Yes
Councilmember Wurgler	Yes

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Mayor Moore would have voted, "yes."

- D. Resolution No. 1343 to consummate the agreement between the City and Route 66 Auto Care LLC including acceptance of title to real property by the City.: *S. Miller*

- Mayor Moore read and explained it is the property located at the west end of town and we have finally received ADEQ to do a partial release. The remaining property will stay.
- Vice-Mayor Dent explained to the public that this is a turn lane over by Monument Park; it's been used for years, but is not property of the City.

Vice-Mayor Dent asked that the Resolution No. 1343 be read by number and title only. Councilmember Hiemenz seconded the motion, and it carried 6-0.

City Clerk read Resolution No. 1343 by number and title only.

Councilmember Payne made a motion to adopt Resolution No. 1343. Councilmember McNelly seconded the motion, and it carried 6-0.

- E. Council will consider and may approve financial support to the Parents Who Care Committee for Grad Night in 2017.: *J. Moore*

- Mr. Mann approached Council and read a prepared letter appealing to the Council for their continued financial support in a safe Grad Night.
- He thanked them for their support in the past and for use of the Recreation Center and providing food.
- Mayor Moore said they work hard for this every year and in the past the City has proved \$1,500 in support.
- Councilmember McNelly made a motion to donate \$1,500 dollars to the Parents Who Care Committee for the 2017 Grad Night. Councilmember Hiemenz seconded the motion, and it carried 6-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- F. Mayor and Council: Mayor Moore commended on our road crews for doing an outstanding job with the recent snow removal. Mayor asked for a motion to create a letter addressed to staff, from the Council in general, thanking them for a job well done; all (staff) those working during the storms. Councilmember Wurgler made a motion for a letter to be

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created and presented to them. Councilmember Payne seconded the motion, and it carried 6-0.

Mayor asked the City Manager to write the letter commending them for a job well done.

G. Staff Reports:

- Skylor Miller met with Brenda Haslet from APS noting the project is one week behind on construction. APS is keeping us in the loop and apprised.
- Lt. Hixon noted it is grant time again and they have put it for two at this time. They are getting \$40,000.00.
- Public Works is chasing water leaks.
- Mayor wanted to recognize Kerry-Lynn for organizing 58 speakers and discussing various events.
- John Moede reported on the number of calls they have responded to recently, and commend Anna Curry (from our office) for being the first to get water on a recent fire. He also wished to extend compliments to their partners in the City for helping them with the streets and doing fire watch.

CONVENE TO EXECUTIVE SESSION Discussion and possible action regarding potential settlement in RKID v. City of Williams. The Council may vote to enter into executive session pursuant to ARS §38-431.03(A)(3) for legal advice or (A)(4) for negotiations in pending litigation.

Councilmember McNelly made a motion at 7:28 to go into executive session. Councilmember Trapp seconded the motion, and it carried 6-0.

EXECUTIVE SESSION began at 7:35

RE-CONVENE TO REGULAR MEETING

Vice-Mayor Dent made a motion to re-convene to the regular meeting at 8:51 and take no action on the discussion in the Executive Session. Councilmember McNelly seconded the motion, and it carried 6-0.

H. Council may or may not take action on Executive Session discussion.
No action taken.

VII. ADJOURN

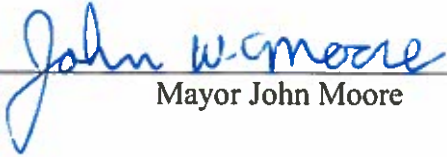
Mayor Moore adjourned the meeting at 8:53 p.m.

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Mayor John Moore

ATTEST:



City Clerk

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FEBRUARY 23, 2017
COUNCIL ACTION

I. PROCEDURES:

- | | | |
|----|---|--|
| A. | Call to Order | Mayor Moore called the meeting to order at 7:00 p.m. |
| B. | Pledge and Invocation | Fire Chief Pearson led the pledge, and George Glen offered the invocation. |
| C. | Roll Call | Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Lee Payne and James Wurgler were present and constituted a quorum. Councilmember Dawn Trapp was absent. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Public Works Director Kyle Christiansen and City Clerk/HR Director Pamela Galvan. Also present was City Attorney Brandon Kavanagh. |
| D. | Approval of Minutes:
February 09, 2017 | Vice-Mayor Dent made a motion to approve the minutes of February 09, 2017 as presented. Councilmember Hiemenz seconded the motion, and it carried 5-0. |
| E. | Adopt Agenda | Councilmember Wurgler made a motion to adopt the Agenda as presented. Councilmember Payne seconded the motion, and it carried 5-0. |

II. PRESENTATIONS

- *None*

III. PUBLIC PARTICIPATION

- *None*

IV. CONSENT AGENDA ITEMS

- | | | |
|----|---|--|
| A. | Approval of Purchase Orders: <i>K. Buonocore</i> | <i>None</i> |
| B. | Approval of Check Register for Month Ending February 28, 2017.: <i>K. Buonocore</i> | Councilmember r made a motion to approve the check register for the Month ending January 31, 2017 as presented. Councilmember seconded the motion, and it carried 5-0. |

V. NON-CONSENT AGENDA ITEMS

- | | | |
|----|---|---|
| C. | Council may approve Resolution No. 1344 the application for airport development grant funds from ADOT airport development grant program.: <i>K.</i> | <ul style="list-style-type: none">• Mayor Moore read Resolution No. 1344 aloud, and directed any questions to the Public Works director Kyle Christiansen.• Vice- Mayor Dent confirmed the City's cost of five percent to be \$5,178.00 and that this will be sent out for a bid; Mr. Christiansen's response was yes.• Councilmember Wurgler made a motion to have |
|----|---|---|

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**FEBRUARY 23, 2017
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Christiansen

Resolution No. 1344 read by number and title only. Councilmember Payne seconded the motion, and it carried 5-0.

City Clerk read Resolution No. 1344 by number and title only.

Councilmember Wurgler made a motion to adopt Resolution No. 1344. Councilmember Payne seconded the motion and, it carried 5-0.

- D. Council may authorize Resolution No. 1345 Coconino County Pro Tem Judges or Justices to serve as City Pro Tem Magistrates when necessary for proper operation of the Williams Municipal Court. *S. Miller*

- Mayor Moore announced Resolution No. 1345 and directed any questions to Skylor Miller.
- Mr. Miller said this is necessary due to up and coming case that presents a conflict; our magistrate has requested a pro-tem to sit on a case to avoid any issue. This is in lieu of a contract with Coconino County. This resolution allows for any approved pro-tem of Coconino County could sit in where there is conflict. We will pay standard rates but this allows us to give the authority to a qualified pro-tem.
- Councilmember McNelly asked if the county board of supervisors approves all pro-tems that would serve here. The reply was yes and, also vetted by the Superior Court.

Vice-Mayor Dent asked that the Resolution No. 1345 be read by number and title only. Councilmember Payne seconded the motion, and it carried 5-0.

City Clerk read Resolution No. 1345 by number and title only.

Councilmember McNelly made a motion to adopt Resolution No. 1345. Councilmember Hiemenz seconded the motion, and it carried 5-0.

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**FEBRUARY 23, 2017
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- E. Council will discuss and may decide on a contract with Woodson Engineering for on-call services. *S. Miller*

- Mr. Miller began the discussion by listing the panel that participated in the decision of choosing Woodson Engineering and how they eventually decided on two firms to handle city projects. Woodson is to be used for primary on-call service for civil engineering, plan review, surveying, as needed. When it comes to plant operations on the utilities side Hazen & Sawyer will be called in; they do not do civil engineering.
- Councilmember McNelly inquired if Woodson has worked with Hazen & Sawyer before and, if they would be operating under the Woodson license.
- Mr. Woodson replied, "He has not worked with them directly, but has heard they have a great reputation." Woodson will be completely independent of them as far as contracts; they do not do heavy plant work.
- There will be no duplication of costs as each firm has their own scope of expertise.

Councilmember Hiemenz made a motion to approve a contract with Woodson Engineering for on-call services. Councilmember McNelly seconded the motion, and it carried 5-0.

- F. Council will discuss and may decide on a contract with Hazen & Sawyer Engineering for on-call services. *S. Miller*

- Mayor Moore read item F opening it up for discussion.
- Councilmember McNelly made a motion to approve Hazen & Sawyer Engineering for on-call services. Councilmember Payne seconded the motion, and it carried 5-0.

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**FEBRUARY 23, 2017
COUNCIL ACTION**

- G. Council will discuss and may make a motion to approve the Donation Agreement with the Sullivan Estate.
S. Miller
- Mr. Miller explained that this donation, a (parcel) part of North 4th Street, would contribute to the existing right-of-way that we currently maintain. This is on the corner of 4th Street and Route 66.
 - Councilmember Payne made a motion to approve the donation agreement with Sullivan's Estate. Councilmember Hiemenz seconded the motion, and it carried 5-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- H. Mayor and Council: Mayor Moore announced that he had attended a NACOG meeting earlier today. At the meeting they announced they will be holding a meeting this April, on the fourth Thursday of the month, here in Williams. They will have a mixer the evening prior and Mayor encouraged Council to attend.

Councilmember McNelly mentioned the road to the old train depot is in better shape and people/residents appreciate it.

- I. Staff Reports:
- Mr. Miller noted that Coconino County invited him to be on a review panel for the appointment of a new Emergency Management director.

CONVENE TO EXECUTIVE SESSION Discussion and possible action regarding potential settlement in *RKID v. City of Williams*. The Council may vote to enter into executive session pursuant to ARS §38-431.03(A)(3) for legal advice or (A)(4) for negotiations in pending litigation.

Councilmember Wurgler made a motion at 7:17 to go into executive session. Councilmember McNelly seconded the motion, and it carried 5-0.

EXECUTIVE SESSION began at 7:24

Wurgler made a motion to re-convene to the regular meeting at 8:29. Councilmember Hiemenz seconded the motion, and it carried 5-0.

RE-CONVENE TO REGULAR MEETING 8:29

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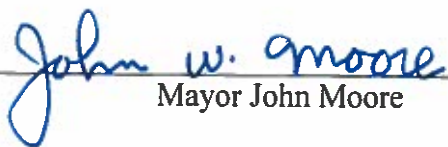
**FEBRUARY 23, 2017
COUNCIL ACTION**

- J. Council may or may not take action on Executive Session discussion.

Legal counsel has been instructed to move forward with the litigation that was discussed in Executive Session. Vice-Mayor Dent made a motion and Councilmember Hiemenz seconded the motion, and it carried 5-0.

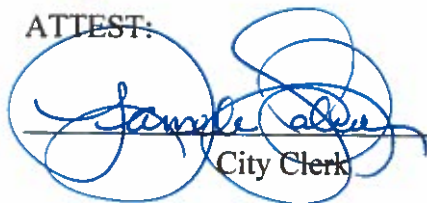
VII. ADJOURN

Mayor Moore adjourned the meeting at 8:30 p.m.



Mayor John Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

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March 9, 2017
COUNCIL ACTION

I. PROCEDURES:

- | | | |
|----|--|--|
| A. | Call to Order | Mayor Moore called the meeting to order at 7:00 p.m. |
| B. | Pledge and
Invocation | Fire Chief Pearson led the pledge, and George Glen offered the invocation. |
| C. | Roll Call | Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Lee Payne and Dawn Trapp and were present and constituted a quorum. James Wurgler was absent. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore and City Clerk/HR Director Pamela Galvan. |
| D. | Approval of
Minutes:
February 23, 2017 | Councilmember McNelly made a motion to approve the minutes of February 23, 2017. Councilmember Hiemanz seconded the motion, and it carried 5-0. |
| E. | Adopt Agenda | Councilmember McNelly made a motion to adopt the Agenda as presented. Councilmember Payne seconded the motion, and it carried 5-0. |

II. PRESENTATIONS

- Jim Burton and Bob Blasi from the US Forest Service presented to the City Council what should be expected this coming spring in the way of prescribed burns.
- They went over the 2017 goals, outlook, weather, and closures.
- They are going to do their best to minimize the effects of the burns to the public.
- They spoke of doubling the acreage of burn area in 2017; shooting for 15,000 acres in total.
- The burns are to start after monsoon season.
- They spoke of the Bert Fire in May of 2016, how it met 80 to 90 percent of what they expected it would burn, thus allowing grasslands to return.
- The 2017 outlook for the fire season covered drought, fine fuel conditions, spring and early summer conditions, and monsoon.
- They pointed out that there has not been a total forest closures since 2002.
- The Mayor noted a federal hiring freeze taking placed, and asked of its effect on them. They are exempt from the freeze. They are fully staffed.
- They are active with social media now on a wide variety of platforms.
- The TMR (Travel Management Rule) has changes: Campers may now camp up to 100 feet off the corridors, and they have opened up 24 miles of road.
- The areas closed to Motorized Big Game retrieval are now mapped.
- They are moving towards consistency with neighboring National Forests.

III. PUBLIC PARTICIPATION

- None

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IV. *CONSENT AGENDA ITEMS*

- A. Approval of Purchase Orders: *None*
- B. Approval of Check Register for Month Ending February 28, 2017.: *K. Buonocore* Vice-Mayor Dent made a motion to approve the (consent agenda items) check register for the month ending February 28, 2017. Councilmember Hiemenz seconded the motion, and it carried 5-0.

V. *NON-CONSENT AGENDA ITEMS*

Convene to Public Hearing at 7:31

A request by Ruth Alvarado, El Corral Restaurant on Route 66 for review and consideration of a liquor license application for 320 W. Route 66.

Return to regular meeting at 7:32

- C. Councilman may approve a recommendation to the AZ Department of Liquor Licenses and Control for a series #12 (Restaurant) licensed for El Corral Restaurant on Route 66.: *P. Galvan*
- Mayor Moore read the item and asked the City Clerk if they met the requirements for posting.
 - I replied, yes, they had met the 20 day posting requirements without any comments for or against application.
 - Councilmember McNelly made a motion to approve a recommendation to the AZ Department of Liquor License and Control for a series #12 license for El Corral Restaurant on Route 66. Councilmember Payne seconded the motion, and it carried, 5-0.
- D. Council will discuss and may approve the application for appointment of Margaret Hangan to the Historic Preservation Commission.
- Mayor briefly explained who Margaret Hangan is along with her background, and interests with history of the City.
- Councilmember Payne made a motion to approve the application for the appointment of Margaret Hangan to the Historic Preservation Commission. Councilmember Trapp seconded the motion, and it carried 5-0.

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**March 9, 2017
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E. Council will discuss and may approve a lease agreement with SAVE-MTR.: *S. Miller*

- Mayor pointed out that this ad already been approved, and this is before them because of a location change. He spoke with Robin and she is ok with the agreement, and would not be present at the meeting tonight. She told the Mayor that at some point they would like to place a travel trailer out there for security. Mayor told her that would be an issue for another discussion, at another time.
- Skylor Miller said this is the same language that was previously approved, but due to the location change, we needed a new legal description and survey of the property. This is the final Council action on this to get them moving forward.
- Councilmember McNelly read its purpose of use is to be a rescue shelter for dogs, and if it is used as anything other than that then the property reverts to the City. He also
- Reminded the public that the City would only be grading the plot to smooth out the bumps, make it level, and digging a ditch for them to run utilities.

Councilmember McNelly made a motion to approve the lease agreement with SAVE-MTR with a dollar a year lease. Councilmember Hiemenz seconded the motion, and it carried 5-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

F. Mayor and Council:

Mayor Moore made mention of the electrical outage the City experienced yesterday and a meeting with the Vice President of APS.

Councilmember Payne mentioned that Little League tryouts start this Saturday.

Councilmember McNelly met with the Chief, City Manager and the Williams district ranger regarding the logging trucks, and their current route through the city; the ranger made a commitment to reroute them. In addition, the road that runs by Bearizona, DD Harrison, District Manager, will commit cinder materials from the Moonset Pit to work on that road planning for this to complete by summer.

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**March 9, 2017
COUNCIL ACTION**

G. Staff Reports:

- Skylor Miller spoke briefly on the recent power outage and APS's quick response with return of service. It was discovered that the City has infrastructure backup issues; this will be something he, the Fire and Police Chiefs will be discussing in the near future to resolve.
- Fire Chief Pearson said they were working with the county in case they needed to make adjustments with the electric outage. He also noted the Department answered nine calls, up six from last year. They will be receiving extraction training this month, Dylan Mace passed his national registry for EMT certification, and we have a few more working on theirs. He thanked Council for their support in getting them trained.

VII. ADJOURN

Mayor Moore adjourned the meeting at 7:45p.m.



Mayor John Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**March 23, 2017
COUNCIL ACTION**

I. PROCEDURES

- A. Call to Order**
Mayor Moore called the meeting to order at 7:00 p. m.
- B. Pledge and Invocation**
Lt. Hixon led the pledge, and George Glen offered the invocation.
- C. Roll Call**
Mayor John W. Moore, Councilmembers Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Vice Mayor Don Dent was absent. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Chief Building Inspector Tim Pettit, Sanitation Foreman Jeff Pettit and City Clerk/HR Director Pamela Galvan.
- D. Approval of Minutes: March 09, 2017**
Councilmember McNelly made a motion to approve the minutes of March 9, 2017. Councilmember Trapp seconded the motion, and it carried 5-0.
- E. Adopt Agenda**
Councilmember Hiemenz made a motion to adopt the Agenda as presented. Councilmember Payne seconded the motion, and it carried 5-0.

II. PRESENTATIONS

- *None*

III. PUBLIC PARTICIPTION

- *None*

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore**
Councilmember Wurgler made a motion to approve the purchase orders in the consent agenda items. Councilmember McNelly seconded the motion, and it carried 5-0.

V. NON-CONSENT AGENDA ITEMS

Convene to Public Hearing at 7:02

A request by George Miner, Rodeo Restaurant Buffet and Sports Bar for review and consideration of a liquor license application for 950 N. Grand Canyon Blvd.

Return to regular meeting at 7:02

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March 23, 2017
COUNCIL ACTION

B. Councilman may approve a recommendation to the AZ Department of Liquor Licenses and Control for a series #12 (Restaurant) license to George Minar, Rodeo Restaurant Buffet and Sports Bar.: P. Galvan

- Mayor Moore read the item and asked the City Clerk if they met the requirements for posting.
- City Clerk replied, yes, they had met the 20 day posting requirements without any comments for or against application.
- Councilmember Wurgler made a motion to approve a recommendation to the AZ Department of Liquor License and Control for a series #12 Restaurant license for Rodeo Resturant Buffet and Sports Bar. Councilmember Payne seconded the motion, and it carried, 5-0.

C. Council will review and may approve the 2017-2018 Travelers Insurance Policies.: S. Miller/P. Galvan

Mayor briefly explained that there are no changes to the policy and the premium has gone down from the previous year. He asked Ms. Galvan for conformation for the rate decrease by \$4,851.00. Ms. Galvan referred the request to confirm to Mr. Cadaret, NPF Insurance agent representing Travelers. Mr. Cadaret said that it was due to fewer claims over time.

The Mayor thanked everyone for his or her hard work.

Councilmember McNelly made a motion to approve the 2017-2018 Travelers Policy renewal. Councilmember Payne seconded the motion.

Mayor requested a roll-call vote.

Councilmember McNelly	Yes
Councilmember Payne	Yes
Councilmember Hiemenz	Yes
Councilmember Trapp	Yes
Councilmember Wurgler	Yes

Mayor noted that if he were to vote his vote would be, yes.

D. Council will discuss and may approve the reduction in water allocation for Escalante.: T. Pettit

- Councilmember Hiemenz asked what the change is going to be. Mr. Pettit explained that the original proposal was for 280 lots, 60 were developed in phase one, leaving 220 remaining, out of which 105 will be the final development; same survey with the same boundaries.
- Councilmember McNelly inquired if there are other things that the City is going to be requiring of the developer besides the reduction in water allocation.

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March 23, 2017
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- Mr. Pettit explained there will be other elements in the development agreement that will be required like water storage which will help the city overall, as well as infrastructure will be discussed during the planning process.
- Councilmember Wurgler recalls plans for the area, that they would provide a well.
- There was discussion regarding of the progression of the development agreement.
- Tim said the plat and development agreement would come before the Council with numbers for them to review. Council's approval will be sought first. He also noted that after discussion with our water department, they realize demands have changed and we now need to store water for the city.
- Skylor Miller noted that the water allocation is designed to give us a base line. The new preliminary plat will be designed around the base line, which will go through the planning review process, be vetted by planning commission, and submitted back to Council. Councilmember McNelly asked for confirmation that the city is trading its requirement of a well for storage and some other things. Skylor Miller said the development agreement processes are still yet to come. If we identify a well is still in need, then that is something they will be talking about through the development agreement. Right now, we are talking about storage capacity as that is what we are focused on right now. This is not a clear-cut case of reducing their water allocation, therefore making a guarantee that we are not going to put in a well; it is not a direct trade off. This is the developer coming back with a new plan and we are starting from square one with the remainder of the subdivision.
- Councilmember Payne explained as we are starting to move along we are starting to prioritize our needs as a city as far as infrastructure.
- Pat Carpenter provided a memo regarding demands for different developments, hotels restaurants subdivisions with numbers that are accurate.

Councilmember McNelly made a motion to approve the reduction in water allocation for Escalante pending a new development agreement. Councilmember Wurgler seconded the motion, and it carried 5-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

E. Mayor and Council:

- Mayor set up a hearing for a budget meeting on Tuesday, April 11 at 5 p.m.
- Mayor has been meeting with the Fire Chief regarding firework this year on the Gonzalez property; a great location. The Fourth of July event will begin at noon with entertainment and other things going on and the parade at 6 p.m. followed by fireworks.

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- Councilmember Wurgler mentioned the City's new brochure created by Front Burner Media, Heather Hermen titled Experience Williams is wonderfully done and he encourages everyone to pick one up from the Visitor Center or to go online to view it. They have made over 40,000 copies, and the demand to have them mailed out has caused them to limit the postage to \$1,000.00 a month. The whole process is going remarkably well.

F. Staff Reports:

- Skylor Miller stated in additions to the brochure we have the Experience Williams website that matches the feel and flow. He encouraged everyone to go and look that is where you will find the clickable digital version of the brochure.
- Skylor Miller noted we had a pre-bid meeting this week for the Tabor tank and is pleased with the interest that was shown. We are going to have the bid opening on April 4 at 3 p.m.
- Assistant Fire Chief Moede announced that the Fire Department will be having their annual golf tournament on June 3, 2017, and wished to encourage all to participate. He was asked to relay a message regarding a competition between a Council team and Fire Department team.
- Captain Kopicky was introduced to the Council, the Fire Department is encouraging all Fire Department staff to come to Council and become familiar with their City Council.

VII. ADJOURN Mayor Moor adjourned the meeting at 7:22 p.m.



Mayor John W. Moore

ATTEST:



City Clerk

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April 11, 2017
COUNCIL ACTION

PROCEDURES

A. Call to Order

Mayor Moore called the meeting to order at 5:00 p. m.

B. Roll Call

Mayor John W. Moore, Vice-Mayor Don Dent, Councilmembers Bernie Hiemenz (arrived at 6:10), Frank McNelly, Lee Payne (arrived at 5:20), Dawn Trapp and James Wurgler were present and constituted a quorum. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, and City Clerk/HR Director Pamela Galvan.

C. Adopt Agenda

Councilmember McNelly made a motion to adopt the Agenda as presented. Vice-Mayor Dent seconded the motion, and it carried 4-0.

II. BUDGET WORK SESSION

Mayor Moore confirmed this is a discussion for the upcoming FY 207-2018 Budget, and turned it over to City Manager Skylor Miller.

A. Introduction/Overview: Skylor Miller, City Manager

Skylor Miller addressed the Mayor and Council. He began by pointing out that what they have before them are work sheets they developed with the department heads. He references the budget calendar indicating they are now on step 6, Council review. His goal for today is to receive policy direction from Council. He pointed out that we are pushing our expenditure limit with the proposed worksheets, but are within \$100,000.00.

We have not yet received the State Shared Revenue final numbers so we are estimating some of our revenue sources on the worksheets. Ultimately, we have to adopt the tentative budget on May 25, 2017; the final will come before July 1, 2017.

B. Status of Current Budget: Keith Buonocore, Finance Director

Keith presented that he is going to go over cash and debt and where we are; he proceed to handout: a Financial Status & Recap Report, Schedule of Debt Outstanding as of March 31, 2017, and Year-To-Date Actual verses Annual Budget.

Keith began with the Cash Information, National Bank Balance, onto our Cash Position, National Bank Cash Flow in and out, moving onto Investment Position noting that the City is doing better this year, and is on track. Next, he spoke on the Cash Amounts Reserved, \$6,192,106, going over each line item, then Fee Based Enterprise Operations explaining each, Electric, Water, Sewer, Sanitation, which he

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noted is pretty much breaking even and Golf also breaking even right now. He went Debt Position pointing out that the Governmental, \$4,232,289 and Enterprise \$19,050,873 numbers are after our refunding of the GADA and Zion debt. Next, Project Information is projects still waiting to be done or finished. Tabor tank, the H2O storage, is to be discussed this Thursday and Budget Information the Fiscal Year Budget and Fiscal Year to Date Actual.

Mayor Moore confirmed his understanding, based on Keith's presentation, that the City's financial wellbeing, as compared to last year, is much better. The answer was yes, quite a bit.

Keith moved onto the Schedule of Debt Outstanding. This is a recap showing what is governmental and what the enterprise debt is. He hopes over the next few years we will get some of this paid off allowing us advantage to perform larger projects.

Year –To-Date Actual verses Annual Budget, Keith stated we are on target with the budget based on total general expenditures at 71%, with everyone holding the line so far; transfers have been made yet, that will be done in June.

BBB is at 67%, after 75% of the year. We will see how that ends up because we are coming into the stronger part of the year.

On the expense side, we still have facilities projects to go we are at about 27%; hopefully we will get the projects done before physical year-end. The Marketing and Visitor Center are right on target. Street projects hopefully will get done, we should get things done before year end and that will catch things up. We have money set aside; Council put .5 a cent aside for street projects so that money is there about \$893,000, some of that will go to striping and materials that Street buys before season comes in. We will send \$105,000 of the \$893,000, which will leave us with about \$700,000.

Councilmember Wurgler asked what Keith has heard about the plans to sweep the HURF Fund. He responded that we are feeling that now, we usually receive around \$33,000.00 per month; we received \$26,000.00 last month. He believes it is taking place, as they do not send an explanation, just the money. He hopes does not continue because the HURF funds pays for just over a third of our streets budget and if not, the money will have to come from the general fund.

Forest Service Building Fund: It is starting to show its age and we need to invest back into it. A few projects need to be done before the physical year-end. Skylor Miller mentioned because of elevation we are having some water issues and would like to have someone come and look at it; possibly re-grade it to move water away.

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Debt Service Fund: The percentages are very high because we did the refunding. We saved about \$280,000. That gives us more money both for the general and for the enterprise funds.

Electric Fund: the revenues are where they should be at 72%. This does not include the billing for the last two months. We usually make about \$2,000,000.00 off the electric fund.

Water Fund: revenues at 45%, expenses are at 69% and we will have to transfer monies because it is at a deficit of \$514,000 right now. We will have to supplement \$700,000 to \$800,000.00 from the electric. Councilmember McNelly asked about the lakes being full of water and not wanting to use the wells so much, would we do better. We should do better, but we are seeing water conservation on the part of payers because of the rate structure; we are seeing an offset. The only thing we have to worry about with the lake water is processing and travitivity. We have to dilute it with lake water to achieve quality. We are told we will have to turn to the wells at the turn of the season. Vice-Mayor Dent inquired on the projected revenues that the experts suggested we might see, based on the installation of the new meters; Keith said that it is being offset by conservation; people not wanting to pay higher bills so they are cutting back. Skylor Miller noted that the system is more efficient now; we are producing less, and billing for an accurate amount and that has changed people's usage patterns.

Sewer Fund: is in a much better situation than it used to be. Our revenues are at 1.6 million right now and expenses about \$900,000.00 leaving us \$754,000.00 net, but when June rolls around we have about \$1,200,000.00 of debt to pay. We will see how much of that is left in June to supplement the waterside. The rates really made an impact.

Sanitation Fund: is breaking even at about \$542,000. It is expected to carry through June. The fund is self-sufficient right now. It is managed better than before. The rates have not been raised in 10 years.

Golf Course: is breaking even or better, however, they are going into season now. Staff will be doing much more work they have to purchase and apply chemicals, pump repair. This should carry through June and should not require any funds from the general fund.

Councilmember Wurgler inquired on how each department has a gasoline line item and it appears to be substantially high or higher than in the past. We were not able to allocate last year because of the nonfunctioning fuel system, which is now replaced, and we can now allocate the fuel costs for each department.

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Councilmember McNelly asked for clarification on taking money out of the general fund; that it is not necessarily something we want to do because the general fund monies can be allocated to other things allowing financial flexibility. The Enterprise Fund should be self-sufficient and the General fund is tax money that needs to be kept intact unless there is a good reason to take money out. It funds public safety. This next physical year we should be able to get other projects done.

Skylor Miller directed Council to turn to page 31 to begin departmental budget review.

Mayor and Council: The budget is not changing from last year.

Magistrate: We have the judge's compensation under personnel. We pay directly for prosecution services as well as our public defender when needed. An IGA still needs to be finalized, the numbers may change.

General and Administration: There is an overall reduction due to the transfer of administrative staff to the finance department. Legal cost is kept the same. Administration would like to purchase a vehicle for staff this year. Because of Expenditure Limitation issues, PD's line item for a vehicle was not used because of a grant, so the funds are available to be used or transferred. Mayor Moore suggested we look at our impounded/used vehicles, sell them at auction, and use the proceeds to purchase a used vehicle. Administration is to look at all options.

Finance: Their compensation increased because of employee transfer into their department. The capital is to cover equipment and enhancements in software.

Maintenance: There was an increase in personnel by two full-time employees. There is no intention to hire seasonal workers this year. Vice-Mayor Dent inquired on the line item "Other" for \$15,000.00. It is for equipment and the possibility of a used truck, that may change because of the acquisition of the truck that was previously used by Public Works Director.

Library: There is an increase in personnel cost due to employee in the department is full-time now and no longer shared with another department. The current librarian is going to retire and is training an employee to take on her position.

Mayor Moore pointed out that he might like to go back to the Maintenance department budget after completion of the other departments.

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Parks and Recreation: There is a bit of increase in the employee compensation. The department Director is doing succession planning as she is possibly going to retire in the next 5 years. She is training her staff to take on roles within the departments.

Pool: the budget is maintained with slight increase for travel. We have to send employees to be trained as lifeguards; train the train program will be attended offsite.

Police Department: the overall budget is about the same. There will be two new hires; one dispatcher and an officer. Chief is trying to manage his overtime. The overtime should come down this next fiscal year. Councilmember McNelly asked about RICO funds. Mayor Moore explained RICO and how it works. Councilmember McNelly inquired on the MTR one time match of \$10,000.00. This is strictly a onetime match to SAVE MTR.

Fire Department: personnel costs are holding the line. There are grant monies for radios upgrade. It is a 50% match; we pay total cost upfront and will be reimbursed. They are looking to purchase a staff truck for travel as well. There was discussion regarding a "Quint truck" for the department in the future. The process needs to start now; numbers are needed. Skylor Miller is going to put together a proposal.

Public Works: does not have a Public Works director and there are no plans to fund one. We are taking the funds and putting them towards other capital projects; tangible improvements to the community. Take the dollars and place it in capital to supplement streets, electric or water projects in the future. These funds are currently not allocated. It is a fund we can use if needed.

Building Department: this covers an increase to the Chief Building Inspectors compensation due based on increase of personnel management.

Central Garage: 12% decrease because the new fuel system is in place and this reflects the actual fuel charges. Their budget is staying the same.

Airport: the fund stays the same. We have some potential fuel system repairs that may need to happen in the near future. Councilmember Trapp began a discussion on marketing for the hangars; it needs to be address and stepped up. There was discussion of resurrecting the Airport Commission for input and support.

Senior Center: a roof replacement is due and we have \$35,000.00 set aside for work. Mayor Moore mentioned the county staff would be reaching out to us because of budgets cuts.

Forest Service Building: this fund is not changing; Sylvester is being paid out of another fund. There is a \$200,000.00 transfer out of this fund to the general fund.

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Painting was completed and carpet cleaning is going to be performed. The building is starting to show its age and a punch list is being compiled.

Tourism: Front Burner Media is comfortable with maintaining \$221,000.00. Heather Herman feels she can do more with it this upcoming year. More monies will go into advertisement, as Experience Williams website was redesigned and new brochures were produced this past year, and will not require updating next year.

Recreation Facilities: is hoping to get projects done this spring that had been proposed and promised in the last budget; do not want them to roll over into next year; we need to stay on schedule. The rodeo grounds needs electrical and arena work. The panels for the stables should start to go up soon. Playground equipment replacement is needed at Cureton Park it does not meet current standards. Councilmember Payne requested that the grills and horseshoe pit also be updated. ADA parking is being allotted at the south side and by the snack shack. Councilmember McNelly has requested drainage be corrected and then proper sand be placed in the rodeo arena. Skylor Miller will provide an itemized list of repairs.

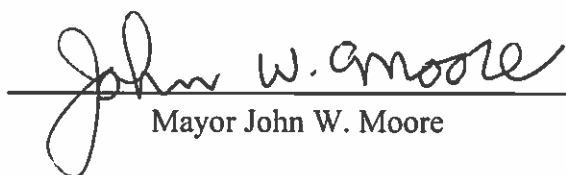
Visitor Center: there are contingencies for employees. The Forest Service is going to supply two seasonal employees. Commissions are paid for the concierge services provided.

Streets: is maintaining same number of employees. The big change here is in the materials; we are increasing our construction material from \$250,000.00 prior year to \$500,000.00. Councilmember Payne inquired on Airport Road, but no solution was presented. Mayor Moore knows of a benefactor that would like to donate funds to fix our roads. Councilmember Hiemenz has requested that the cracks be filled.

Mayor Moore has requested to stop here on the budget work session and come back this Thursday, April 13 to complete. Budget work session will be added to the current agenda, which will be amended and posted.

Addressing flood mitigation was mentioned, residential streets with cracks needs imminent attention.

III. ADJOURN Councilmember Wurgler made a motion to adjourn the meeting at 7:00 p.m. Councilmember Payne seconded the motion, and it carried 6-0.



Mayor John W. Moore

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ATTEST:



City Clerk

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April 13, 2017
COUNCIL ACTION

I. PROCEDURES:

- | | | |
|----|--|--|
| A. | Call to Order | Mayor Moore called the meeting to order at 7:00 p.m. |
| B. | Pledge and Invocation | Lt. Hixon led the pledge, and George Glen offered the invocation. |
| C. | Roll Call | Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Police Chief Herman Nixon and City Clerk/HR Director Pamela Galvan. |
| D. | Approval of Minutes:
March 23, 2017 | Councilmember Vice-Mayor Dent made a motion to approve the minutes of March 23, 2017. Councilmember Hiemenz seconded the motion, and it carried 6-0. |
| E. | Adopt Agenda | Councilmember Payne made a motion to adopt the Agenda as presented. Councilmember Trapp seconded the motion, and it carried 6-0. |

II. PRESENTATIONS-

Assistant Fire Chief John Moede presented two letters of appreciation on behalf of the City of Williams Volunteer Fire Department and Williams City Hall. One to a Mr. Hayward, and another to Mr. Johnson for swiftly acting and extinguishing a fire on March 17, 2017, before it could get out of hand.

III. PUBLIC PARTICIPATION

Ms. Kristi Frederickson addressed Council regarding a letter that went out to the public on March 22, 2017 regarding the City's water. She was not concerned so much with the water issue itself, as she was in the delay in being notified. She experienced symptoms in the month of January, when according to the letter, the City experienced it's water issue. She requested that the City be proactive in the future.

IV. CONSENT AGENA ITEMS

- A. Approval of Purchase Orders: K. Buonocore
- B. Approval of Check Register for Month Ending March 31, 2017:K. buonocore

Councilmember Wurgler asked for clarification on a contractor.

Mayor Moore inquired on a payment of \$8,000 for Tabor tank; if it was paid with our money or CDGB's.

Vice-Mayor Dent made a motion to approve the purchase orders and check register for

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month ending March 31, 2017. Councilmember McNelly seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

C. Council will discuss and may approve a bid from Paul R. Peterson Construction regarding Tabor tank.: S. Miller

Skylor Miller explained that the Tabor tank bid came in much higher at \$826,539.00 our budget was for \$400,000.00. He recommends we do not approve this bid and look for alternative projects to use the block grant money. There is a possible 3rd Street tank project. It could capture approximately 170,000 gallons; he would like to look at it. It could be done with a more reasonable budget.

Councilmember Hiemenz inquired if the monies can be transferred to another project. Mr. Miller thinks so; he is working with NACOG to make sure we can. We will have to request an extension on the deadline.

Councilmember Wurgler inquired on the original estimated construction amount, as well as retaining walls.

Mayor Moore inquired on the number of changes that have transpired since we obtained the grant, and asked Skylor if he feels comfortable going back to NACOG and have them reevaluate this again. Yes, based on conversations he has had with Isabel.

Mayor inquired if we have been reimbursed with any CDGB funds yet. Mr. Buonocore replied no.

Mayor suggested we have the new engineering firm look at this project and obtain their cost opinion.

There was continued discussion and direction to stick with the program. It was suggested we have the site above Love's be considered as an alternate location.

Vice-Mayor Dent made a motion to reject this bid and have the new engineering firm evaluate the 3rd Street tank; re-evaluate the Tabor tank, and the site above Loves evaluated. Councilmember Wurgler seconded the motion, and it carried 6-0.

D. Council will discuss the 2017-2018 Fiscal year Budget.

Electric Fund: Keith directed Council to turn to page 71; continuing from where they left off on Tuesday's night work session, he began with the revenue projected at about 4.5 million; with the new hotels, it is projected to be 4.9 million for the next coming year. He continued to go through the line items.

Keith shifted reference to a study from APS. It included: Table 1, 2017-2020 Load Forecast; Page 2, a map of the Williams Voltage Conversion Areas, and Page 3, Table 2, of the Williams Voltage Conversion Areas with the high level cost estimates for each conversion. John Haro from APS offered and came forward to explain the forecast information to Council.

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Water Utility Fund: revenues are budgeted for 2.5 billion, which is what we had last year that includes transfers. This includes about \$850,000 in transfer from the electric fund this year. There are two line items that attribute to the increase in the budget, one is an increase in electric cost and the other is recalculation of the depreciation expense that comes from capitalizing the well and the meters. Vice-Mayor Dent pointed out that the increase in electric should go way down this year; last year we were pumping the wells continually, we don't anticipate having to do that because the lakes are so full. Skylor would like to keep the increase amount in, because, Keith mentioned, we might have to dilute what we pull out of the lakes, and Skylor noted, to cover this year's costs and be happy that we did not spend it.

Wastewater Fund: we have 2,000,000.00 in revenue this year and budgeting \$2,300,000.00 for next year. On the expense side with the transfer to the water fund to supplement, what we are sending on top of the electric fund, about \$500,000.00 it comes to \$2,000,000.00. And then we have \$400,000.00 capital for things that come up like extension work for the projects coming up.

Sanitation Fund: this year's revenues are \$812,000.00 and we have budgeted for next year \$823,000.00 because we have more business. Expenses are about \$852,000.00 leaves us a capital of \$80,000.00. We have purchased container for additional revenue.

Golf Course Fund: revenues are \$570,000 and we have budgeted \$590,000.00 for next year. Expenses about \$131,000.00 for paying back debt leaving about \$70,000.00 in capital equipment, but that is about break even right now. The current plan is to try to replace old equipment. Skylor pointed out that Mr. Little's contract expires at the end of this year, 2017, and could be up for renewal.

Mayor Moore added that the golf course brings in a lot of surplus money to town through spillover spending in the community.

Mayor Moore pointed out that he has done a lot of budgets over the years, and this budget was the easiest to read and to understand, thanking Keith and Skylor.

Skylor Miller mention that he had met with several individuals to go over items that came up at the Tuesday night work session and will have a report to you sometime next week that should answer all of your questions.

Vice-Mayor Dent asked if salary for staff is included in this budget; yes, maximum 3%. Also, for the purpose of the public. The rate increase in our water and sewer systems are almost at the breakeven point. We are actually going to transfer some money out from the sewer fund into the water fund, to help carry it. The only fund not paying its way is the water fund. We should have \$300 to \$400,000.00 to work

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on the APS conversion, and \$750,000.00 towards streets and that includes \$250,000.00 for the flood plain. Vice-Mayor Dent asked if Staff will direct, or if Staff would like Councils direction. Staff would like Councils direction. What does Council want to see?

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

E. Mayor and Council

Mayor Moore announced that NACOG will have a mixer here in Williams on the 26th of April, at 6 p.m.; location, the brewery and would like to see Council, as well as the City Manager and Finance Director attends.

The Mayor and several individuals will be meeting this coming Monday regarding the fireworks.

Councilmember Wurgler mentioned the rebuild of the Williams Clinic. He thanked George Glen for his participation in making it happen. Mayor Moore concurred. Councilmember Payne announced that he received a letter from the Mayor of the City of Glendora; he was at Bearizona during our recent search for armed suspect, giving our police department kudos for a job well done that day.

F. Staff Reports

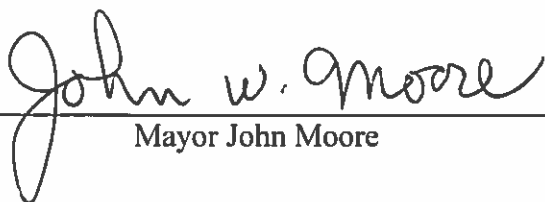
The public works is thriving since our change. In the last three weeks we have initiated over 109 work orders and a lot of the big projects are getting completed. Little league opening ceremony is April 22nd at 9 a.m. This program is the largest youth the organization that we have here in Williams, involving almost 250 children.

Police Chief is very impressed with their new truck and invites all to come and see it. The City had a major incident this evening on 7th St. and Cataract and he will update Council via email later.

VII. ADJOURN

Councilmember McNelly made a motion to adjourn the meeting and Councilmember Payne seconded the motion, and it carried 6-0.

Mayor Moore adjourned the meeting at 8:01 p.m.



Mayor John Moore

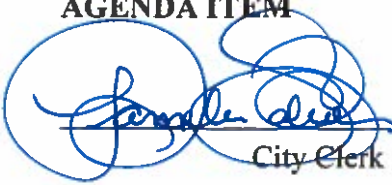
ATTEST:

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**April 13, 2017
COUNCIL ACTION**



City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

April 27, 2017
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Chief Nixon led the pledge, and Barbara Brutvan offered the invocation.
- C. Roll Call Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Lee Payne (arrived at 7:05) and Dawn Trapp were present and constituted a quorum. Councilmember James Wurgler was absent. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Police Chief Herman Nixon, City Attorneys Brandon Kavanagh and Jim Griffith (arrived at 7:02) and City Clerk/HR Director Pamela Galvan.
- D. Adopt Agenda Councilmember McNelly made a motion to adopt the Agenda as presented. Vice-Mayor Dent seconded the motion, and it carried 4-0.
- E. Approval of Minutes: April 11, 2017 Budget Work Session and April 13, 2017 Vice-Mayor Dent made a motion to approve the Minutes of April 11 Budget Work Session and April 13, 2017 as presented. Councilmember 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

Skylor Miller discussed one PO for removal. The PO for a wall at the sanitation yard, because we are going to do a concrete program and this will be included in it.

Vice-Mayor Dent made a motion to remove PO#175, and approve PO#174 of the purchase orders. Councilmember Hiemenz seconded the motion, and it carried 4-0.

V. NONE CONSENT AGENDA ITEMS *None*

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 2

**April 27, 2017
COUNCIL ACTION**

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

B. Mayor and Council

Mayor Moore attended the NACOG meeting today as well as the mixer last night and was very grateful for Councils attendance. They each had a opportunity to network. A meeting took place regarding 4th of July fireworks and we are moving forward.

C. Staff Reports

Skylor Miller announced that APS has completed both of the conversion projects and they are now checking on the loads.

Hoch is in the process of rebuilding Airport Road, and we would like to begin chip seal. They Mayor said he does not see any objections and they should go ahead and get it done.

Assistant Fire Chief Moede mentioned the fire at the Best Western and how it was confined to the kitchen and extinguished quickly.

Police Chief Nixon said plans for the 4th of July are worked out and he has ordered the dry erase signs for parking.

The baseball field at the middle school needs to be redone for Little League; it will not take much to make it work; we need another field. Work will begin on Monday.

VII. CONVENE TO EXECUTIVE SESSION

Councilmember Payne made a motion to go into Executive Session at 7:07 p.m. Councilmember Trapp seconded the motion, and it carried 5-0.

Discussion and possible action regarding potential settlement in RKID v. City of Williams. The Council may vote to enter into executive session pursuant A.R.S. § 38-431-03(A)(3) for legal advice or (4) for negotiations in pending litigation.

RE-CONVENE TO REGULAR SESSION

Councilmember Payne made a motion to re-convene to regular session at 8:35 p.m. Councilmember Hiemenz seconded the motion, and it carried 5-0.

VIII. ADJOURN at 8:35

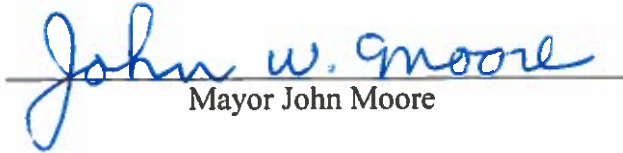
Vice-Mayor Dent made a motion to adjourn the meeting. Councilmember McNelly seconded the motion, and it carried 5-0.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**April 27, 2017
COUNCIL ACTION**



Mayor John Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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PAGE 1

May 11, 2017
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 recited, and George Glen offered the invocation. |
| C. | Roll Call | Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Lee Payne and Dawn Trapp were present and constituted a quorum. Councilmember James Wurgler was absent. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Police Chief Herman Nixon (arrived 7:06) and City Clerk/HR Director Pamela Galvan. |
| D. | Adopt Agenda | Councilmember Vice-Mayor Dent made a motion to adopt the Agenda as presented. Councilmember Trapp seconded the motion, and it carried 5-0. |
| E. | Approval of
Minutes: April 27,
2017 | Councilmember Payne made a motion to approve the Minutes of April 27, 2017 as presented. Councilmember McNelly 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

B. Approval of Check Register for Month Ending April 30, 2017: K. Buonocore

Mayor Moore inquired on the purchase order for the AV Security cameras for the Justice Court. Mr. Buonocore replied that they have the monies put aside (\$20,000) for improvements to the court center building and this, the cameras, they had planned. The monies come out of the court system fees and the city puts the funds aside for projects they plan for or those that come up.

The Mayor asked for clarification on the ownership of the building; it was his understanding it

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**May 11, 2017
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was a joint venture, the City and the county's.

Jennifer Carter from the Courts confirmed that it is a county building and explained why they were requesting the city to fund it.

Vice-Mayor Dent inquired where the monies come from. Mr. Buonocore said the monies are court fees collected and kept in reserve for the courts; we budget for this every year.

Councilmember Payne inquired on a check paid out for consulting at the airport. Skylor Miller explained that it was for Stan Tech; they are the consulting engineers for the apron grant, apron rehab; this is in coordination with ADOT and the FAA.

Councilmember Trapp inquired on the check to Niles Radio Communication. That is for the additional equipment for the police vehicle.

Councilmember McNelly made a motion to approve the purchase orders and check register ending April 30, 2017. Councilmember Hiemenz seconded the motion, and it carried 5-0.

V. NONE CONSENT AGENDA ITEMS

C. Council will discuss and may approve Cureton park playground equipment upgrade and picnic area amenities. S. Miller

The Mayor pointed out that this is a project that was approved last year that did not get done. This needs to be rolled over into the budget for next year.

Councilmember Payne made a motion to approve the Cureton Park playground equipment upgrade and picnic area amenities. Councilmember McNelly seconded the motion, and it carried 5-0.

D. Council will discuss and may decide on a Recommendation of Award for WWTP Reuse Conversion Project. S. Miller

The Mayor reminded everyone that this is a project the City took bids on and it is now over budget by \$300,000.

Skylor Miller said this is one of two projects that Hayzen and Sawyer is reviewing for us. We will receive preliminary recommendations back by the May 25th meeting. Mr. Doug Coulbert will be here to make a brief presentation on their findings.

Vice-Mayor Dent asked what amount that was originally provided; he recalled \$200,000. Skylor said, at most, it was originally about 100 feet of new pipe that had to be installed and

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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PAGE 3

May 11, 2017
COUNCIL ACTION

upgrade pumps at the existing pump house; pressure valves as well. Something happens between the 90% drawing and 100% drawing that more than doubled the size of this project. We are unsure of the last minutes change, which is why we have requested our new engineers to review.

Vice-Mayor Dent made a motion to reject the bid for the wastewater plant conversion project. Councilmember Payne seconded the motion, and it carried 5-0.

VI. CONVENE TO PUBLIC HEARING – 7:12

Pursuant to A.R.S.# 38-431.02, a Public Hearing will be held on the Tentative Fiscal Year 2017-2018 Budget so the public will be informed and has an opportunity to ask questions and offer input.

(No input from this public)

RE-CONVENE TO REGULAR SESSION – 7:13

E. Council will discuss and may approve the tentative budget for 2017-2018. K. Buonocore

Keith Buonocore explained that today is a formality and the adopting the budget will take place on the 25th and will be published for two weeks.

Vice-Mayor Dent asked Mr. Buonocore as far as tonight's discussion, are we setting a dollar limit?

Mr. Miller injected that he would not recommend an approval at all tonight because there will be adjustments coming on the 25th meeting. There are some unappropriated funds in the Recreation Facilities Fund. We are looking for input from Council as to where they might suggest the funds possibly go by identifying needs within the community. If not we can still include the available funds under general projects and assigned later. If there are any specific projects that the council would like to see we would like to incorporate those in between now and the 25th.

The Mayor confirmed that the agenda says we are discussing and may approve the tentative budget tonight, is that what we are doing. Mr. Miller suggested maybe some discussions but not to approve tonight, because then you are locked into the expenditure as the total budget is today.

Mr. Buonocore explained that it is coming from a preliminary budget to a tentative budget; they are just terms. The actual adopting takes place on the 25th.

Changes can still be made prior to the 25th adoption. Once it is adopted on the 25th we must then publish it for 2 weeks.

Councilmember Trapp inquired on the amount that can be adjusted, that staff is referring to. There is approximately \$360,000 in that fund annually, and there is another \$60,000, or so, that can be moved around. However, because of the playground approval tonight the playground replacement line item is going to change from \$80,000 to \$98,453.99. There is

CITY OF WILLIAMS CITY COUNCIL

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still some flexibility in those line items. Councilmember Payne confirmed, beyond what is there. Mr. Miller responded yes. Vice-Mayor Dent figured roughly \$40,000 that can be adjusted in those line items.

\$40,000 is still not assigned yet; that is the amount there are looking for input from Council. Council has two weeks to look through this to make changes.

Councilmember McNelly made a motion to adopt the Tentative Budget 2017-2018. Councilmember Payne seconded the motion, and it carried 5-0.

VII. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

F. Mayor and Council

Councilmember Trapp attended a meeting at the American Legions with the Greater Flagstaff Chamber of Commerce for local businesses. There was a good turnout and feels that it had the potential to help some of the business members and some of the things they are looking for.

Councilmember McNelly mentioned receiving praises for the work Front Burner Media is doing for the City. The contract is up soon and recommends a renewal.

Staff Reports

Skylor Miller met with representatives from Clean and Beautiful recently they reported the event was a success. We appreciate our community volunteers for their work.

Fire Chief Pearson noted that we are moving forward with the 4th of July plan. The next meeting is a steak-holders meeting at Lost Canyon at 9 a.m. On May 17th. It is an opportunity for those not directly involved in the shooting of the fireworks to know what other events are going on in town.

Superior Propane has donated propane for them to use for car fire training.

The golf tournament is coming up on June 3rd and we still have some room for more teams.

Police Chief Nixon met with the Coconino County Emergency Management regarding active shooters and enhancements on Code Red.

VIII. ADJOURN

Councilmember Payne made a motion to adjourn. Councilmember McNelly seconded the motion, and it carried 5-0.

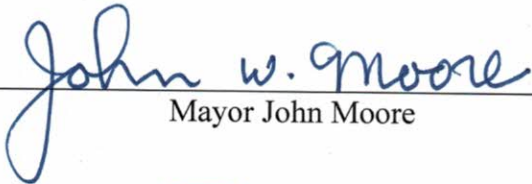
The meeting adjourned at 7:20 p.m.

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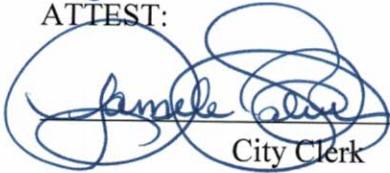
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COUNCIL ACTION



Mayor John Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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PAGE 1

**May 25, 2017
COUNCIL ACTION**

I. PROCEDURES

A. Call to Order

Mayor Moore called the meeting to order at 6:30 p. m.

B. Pledge and Invocation

The pledge and invocation were forgone.

C. Roll Call

Mayor John W. Moore, Vice Mayor Don Dent, Council members Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler (arrived at 7:14) were present and constituted a quorum. Councilmember Dawn Trapp was absent. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Chief Building Inspector Tim Pettit, Sanitation Foreman Jeff Pettit and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes: May 11, 2017

Councilmember McNelly made a motion to approve the minutes of May 11, 2017. Councilmember Payne seconded the motion, and it carried 4-0.

E. Adopt Agenda

Councilmember Vice-Mayor Dent made a motion to adopt the Agenda as presented. Councilmember Hiemenz seconded the motion, and it carried 4-0.

II. EXECUTIVE SESSION

Councilmember Payne made a motion to go into executive session. Councilmember McNelly seconded the motion, and it carried 4-0.

CONVENE TO EXECUTIVE SESSION AT 6:33

Update from counsel regarding potential settlement in RKID v. City of Williams. The Council may vote to enter into executive session pursuant to ARS §38-431.03 (A)(3) for legal advice or (A)(4) for negotiations in pending litigation.

Councilmember Payne made a motion to reconvene to a regular meeting.

Councilmember Hiemenz seconded the motion, and it carried 4-0.

RECONVENE TO REGULAR MEETING AT 7:04

PRESENTATIONS

- None

III. PUBLIC PARTICIPATION

- None

IV. CONSENT AGENDA ITEMS

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 2

**May 25, 2017
COUNCIL ACTION**

A. Approval of Purchase Orders: K. Buonocore

- *None*

V. NON-CONSENT AGENDA ITEMS

B. Discussion and possible action regarding proposed settlement agreement in RKID v. City of Williams.

Vice-Mayor Dent made a motion to approve a settlement agreement that came out of mediation with RKID construction and the City of Williams dated May 3, 2017. Councilmember Hiemenz seconded the motion, and it carried 4-0.

C. APS conversation study presentation and discussion.

John Haro, Barbara McMinn, P.E. and Brenda Hazlet represented APS and participated in discussions.

Brenda handed out an updated study; December 2016.

John Haro introduced himself and his colleagues thanking the Council for their time to have a discussion regarding Williams' future plans with conversion. This discussion is to help mitigate some of the current capacity issues Williams is experiencing.

Barbara McMinn began with the high-level study of Williams as of December 2016.

The City requested APS to conduct a Five-Year Planning Study of our distribution system to determine what facility additions, upgrades and changes are anticipated within the study period. This information will be used by the City to better understand our electric needs and budget for those needs.

Williams has three substations, Garland Prairie, Kaibab and Williams; Williams being the main and serving at two different voltages; 4.16kV and 12.47kV (more typical.) The City's growth is predominantly occurring on the 4.16kV system within the City center. This presents a problem as the Williams Substation 69/4.16kV transformer is heavily loaded and unable to accommodate this growth.

To free up capacity on the 4.16kV system for the areas experiencing growth, system voltage conversions of 4.16kV areas adjacent to 12.47kV areas are necessary. To date, two system conversions have been completed and a third is designed and ready for construction pending funding. The planned effort must continue to allow growth to continue, with the end goal of converting the entire system to the 12.47kV.

- It is recommended that the City have a backup transformer.
- The area needs to be walked to gain a true cost assessment of transformers.

CITY OF WILLIAMS CITY COUNCIL

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- 200 of the transformers are dual voltage, relatively new and will help drop the conversion cost significantly, as well as the design fee. (Around \$100,000 design fee.)
- The conversions have to be done in stages. (Additional discussion of the staging process.)

Councilmember Payne inquired on the burying of power lines.

- In the future, if we are replacing water main lines we might consider contacting APS to run the overhead power lines (conduit) underground; sharing the cost with APS of digging the trench to bury the lines.

Councilmember McNelly asked about changing the transformers on the poles to accommodate larger power.

- The conductors we have are adequate to meet the demand. There was explanation of power loads.

Councilmember Payne asked on how long the conversions will last. How do we stay ahead of the curve for our children to ensure we don't arrive here again?

- Barbara McMinn recommends one conversion per year.

John Haro said once this is resolved, we work with Barbara's team and review loads and develop long-term strategic plans to ensure we don't end up in this kind of scenario again.

Barbara's team looks at a five-year and ten years plans for the entire system, not just Williams's area. This will be continually monitored.

There was discussion on growth and how it is handled.

Skylor Miller pointed out what he and the Finance Director had proposed, was to fund all of the design for these phases in this up and coming fiscal year. If we spend our \$100,000 of conversion money that is available on design, we now know the numbers so can start planning and staging these over the next several years.

Councilmember McNelly asked about the Kaibab substation needs.

- Over the long-term it needs to be converted from a temporary to a permanent substation. John Haro is going to look into cost and the current agreement in relation to whom is responsible for the Kaibab transformer changeover.

D. KR Saline report presentation and discussion.

CITY OF WILLIAMS CITY COUNCIL

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May 25, 2017
COUNCIL ACTION

John Woner from KR Saline expressed that he was present to explain the integrated resource plan. This is a requirement of the Federal Hydroelectric Power contract. This is done every five years and we provide annual updates. This was last done in 2008, this is our second. It is an allocation and usage report on the City of Williams power.

The major reason behind integrated resource is to talk about conservation. The City was asking questions about how to mitigate future expenses; system conservation is a great way. It will allow us to grow the system without increasing the demand by changing out light bulbs, etc. Skylor had added in the plan a consumer education program, tips on the City's website, also some leaflets. Skylor pointed out that it's not in this coming budget.

Points of presentation:

- Goals and Objectives
 1. Provide reliable electric power at lowest practicable cost, consistent with sound business principles.
 2. Enchanted customer financial stability by providing services which provide long-term stability in electric power rates.
- Load and Resource Information
- Historical and Five-Year Load Forecast
- Supply and Demand Side Resources
 1. Williams anticipates that after 2017, the City will require additional resources to meet its monthly power and energy requirements through the short-term and long-term planning periods, and that additional resources will be needed.
 2. Williams is in the process of implementing several Demand Side Management activities. These activities are ultimately expected to include the distribution of promotional leaflets, bill inserts with conservation tips, posting tips on website, and a light bulb exchange or rebate program.
- Identification and Comparison and Resource Options

Williams will continue to look for additional opportunities for energy saving from evolving technological advances in energy efficiency and apply for grant funding when available.

- Designation of Options

If additional resources are needed, the least cost option is identified from a cost benefit analysis. This information will be considered by Williams' City Council in public meetings and combined with other information to select an Action Plan for the City, which conforms to the regulations and guideline of the Energy Planning and Management Program.

- Action Plan

Williams has determined that to provide reliable electric power at the lowest practicable cost, consistent with sound business principles, the City will continue using its long-term entitlement of Parker-Davis power to partially supply its projected long-term power equipment's. The City recently executed a Power Sales Contract with the Authority which provides for an allocation of Hoover power, adding an additional resource. Williams is currently evaluating other possible alternatives to replace APS supplemental

CITY OF WILLIAMS CITY COUNCIL

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May 25, 2017
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power, as well as the availability of less costly resources and the potential for additional Demand Side Management activities. The City's Resource Action Plan enhances customer financial stability by providing services that will enhance property values and provide long-term stability in electric power rates.

- Environment Effects

Williams is required, to the extent practicable, to minimize adverse environmental effects of new resource acquisitions and document these efforts in the Integrated Resource Plan. Williams has secured an additional long-term allocation of Hoover power which will become effective October 1, 2017. No additional adverse environmental effects are associated with this acquisition. Under the City's current resource plan, it now utilizes hydro resources to meet a portion of its electric loads. Such purchases are environmentally beneficial since they enable the City to cut down on its steam generation purchase from APS.

- A resolution will be presented to Council at the next scheduled meeting to approve/adopt the Integrated Resource Plan from KR Saline.
- Our agreement with APS expires at the end of this year.
- The proposed plan is to switch from APS to Southwest Public Power Agency.
- Presented a draft letter to submit to Southwest Public Power Agency, Inc.
- Skylor would like staff to have time to further research and staff meeting is warranted and then make a more comprehensive report to Council.
- We have six months to get this together.

Councilmember Wurgler asked Mr. Woner from his prospective, will this in any way alter our relationship with APS. He didn't think so.

Skylor said we have multiple agreements with APS the O&M agreement, and the Power Purchase agreement, which is combined with transmission. We are moving towards a power purchase agreement and a transmission agreement. We are diversifying our power, currently we are buying from Hoover and Parker-Davis potentially adding SPPA (Southwest Public Power Agency, Inc.) We are diversifying to obtain the best rate. We still have a transmission agreement with APS. We have an O&M agreement with APS and other agreements that are mutually exclusive that are not bundled.

- Mayor Moore pointed out that Vice-Mayor Dent and Councilmember McNelly have worked on this in the past with KR Saline. This gets pretty complicated and Vice-Mayor Dent has years of experience dealing with electric and APS. He would like them to take care of this. KR Saline is our representative and is to make recommendation to us on what we should do with this.
- Vice-Mayor Dent pointed out that this is the City doing its due diligence for the residents.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**May 25, 2017
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- Mayor Moore asked about wind and solar powers, do they have an effect on all of this. Mr. Woner responded yes, both good and bad. Dependent on existence of wind and sunshine; and fluctuations in usages. There are many factors.
- Mayor Moore asked that this be on the next Council agenda for decision.

E. Council will discuss and may decide to renew the IGA-Purchasing Agreement with Central Arizona Fire and Medical Authority. C. Pearson

Councilmember McNelly asked if this is a yearly deal.

Fire Chief Pearson responded that this will be an auto renew contact. It is coming before Council because there was a name change. The fire departments merged. Some verbiage was changed to read instead of it having a term; it now reads that it is auto renewing. It allows us to terminate the agreement at our discretion, but allows it to renew year to year.

Vice-Mayor Dent made a motion to enter into an IGA-Purchasing Agreement with Central Arizona Fire and Medical Authority. Councilmember Hiemenz seconded the motion, and it carried 5-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

F. Mayor and Council:

Mayor Moore noted that there was a meeting with the Fire Department and staff regarding the fireworks for the 4th of July. It was an operations meeting that went well. Another meeting is scheduled for the 19th of June.

Mayor Moore also mentioned that there was an article in the Flagstaff Daily Sun that was positive and provided a good review of Williams.

Councilmember McNelly spoke to Mike Cowen about the recent car show in town and how well it was.

G. Staff Reports:

Skylor Miller reported the concert program is going well.

Completed:

- Edison and Grand Canyon Blvd the new valley gutter is done.
- The Softball field curb and sidewalk.
- The animal control kennel slab is poured.

Underway:

- Retaining wall for sanitation.
- Pat Carpenter and Skylor are talking about and working on getting quotes together for pulling the equipment and catering the Santa Fe Well. Once there are findings they will be brought to Council.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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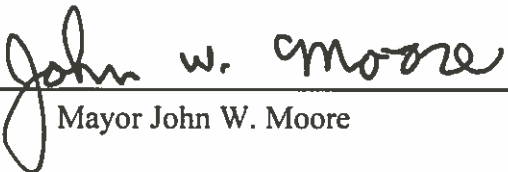
**May 25, 2017
COUNCIL ACTION**

- Williams Little League is planning a volunteer work weekend June 2-4th. The City will provide paint and supplies. Tim Pettit is putting together the paint scheme to paint the park tan, brown and green to include towers, posts, bleachers and various other structures.
- The 2nd Annual Memorial Softball Tournament is Saturday and Sunday.
- The Aquatic Center opens this weekend.
- The Jack Fuller Roping is at the rodeo grounds May 27 and 28th.
- Williams High School graduation ceremony is tomorrow night.

VII. ADJOURN

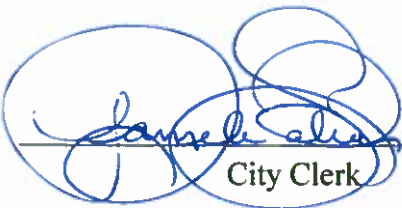
Councilmember Payne made a motion to adjourn the meeting and Councilmember McNelly seconded the motion, and it carried 5-0.

Mayor Moor adjourned the meeting at 8:11 p.m.



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

June 8, 2017
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 recited, and George Glen offered the invocation. |
| C. | Roll Call | Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Dawn Trapp and James Wurgler were present and constituted a quorum. Councilmember Lee Payne was absent. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, and City Clerk/HR Director Pamela Galvan. |
| | | |
| D. | Approval of Minutes: May 25, 2017 | Councilmember Vice-Mayor Dent made a motion to approve the Minutes of May 25, 2017 as presented. Councilmember Wurgler seconded the motion, and it carried 5-0. |
| | | |
| E. | Adopt Agenda | Councilmember Wurgler made a motion to adopt the Agenda as presented. Councilmember McNelly seconded the motion, and it carried 5-0. |

II. PRESENTATIONS- None

III. PUBLIC PARTICIPATION –Kendra Edens came before Council searching for possible assistance or a solution with the transportation voucher program that has just been cut.

IV. CONSENT AGENDA ITEMS

A. Approval of Purchase Orders: K. Buonocore

B. Approval of Check Register for Month Ending May 31, 2017: K. Buonocore

- Mayor Moore brought up the Caterpillar D4 Dozer and the need for a transmission rebuild. Sheldon Johnson was on hand for explanations.
- It is noted in the staff report from the City Manager Skylor Miller, that Mr. Johnson had inspected the dozer and determined that a rebuilt transmission is the most cost effective and appropriate replacement. Bids were only available

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 2

**June 8, 2017
COUNCIL ACTION**

from two companies. Mr. Johnson recommend Empire Cat of Flagstaff as his choice of vendor for price, warranty, and confidence in service.

Councilmember McNelly made a motion to approve the purchase orders and check register ending May 31, 2017. Councilmember Hiemenz seconded the motion, and it carried 5-0.

V. NONE CONSENT AGENDA ITEMS

Convene to Public Hearing-7:08

Reconvene to Regular Meeting-7:09

C. Council will discuss and may approve a recommendation to the AZ Department of Liquor Licenses and Control for a Series #18 (Craft Distillery) license for Grand Canyon Distillery.: P. Galvan

- Mayor Moore confirmed the proper posting period and the absence of comments with the City Clerk.
- The Clerk confirmed time of posting and no comments for or against application.

Councilmember McNelly made a motion to make a recommendation to the AZ Department of Liquor Licenses for a Series #18 (Craft Distillery) for Grand Canyon Distillery. Councilmember Hiemenz seconded the motion, and it carried 5-0.

D. Resolution No 1346 Authorizing Execution and Delivery of its Second Fire-Year Updated Integrated Resource Plan to Western Area Power Administration.: S. Miller

Councilmember McNelly made a motion to approve Resolution No.1346 Authorizing Execution and Delivery of its Second Fire-Year Updated Integrated Resource Plan to Western Area Power Administration, and have it read by number and title only. Vice-Mayor Dent seconded the motion, and it carried 5-0.

City Clerk read Resolution No. 1346 by number and title only.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

E. Mayor and Council

- Mayor Moore stated the 4th of July preparations are moving along with a meeting schedule for Thursday of next week. He anticipates a large turnout of children at the carnival.
- LP Construction is currently working on Railroad Ave. to repair cracks, and will move onto Route 66 with completion approximately in two weeks.

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**June 8, 2017
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- The funds for this project were donated in the amount of \$217,000.
- Councilmember McNelly noted how well the rodeo grounds are looking. Sheldon Johnson noted that all the uprights are cut for the stable corrals, with 14 gates built. They will start assembling everything next week.

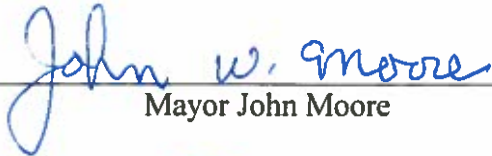
F. Staff Reports

- City Clerk announced that each of the Council is now registered for the AZ League Annual Conference held in Tucson this August 22-25.
- Skylor Miller thanked the City Clerk and Sue Bennett for their timely arrangements for the conference.
- Skylor Miller noted completion of painting at the ball fields. A gun show this weekend, and Cowpunchers the following weekend.
- Assistant Fire Chief Moede noted the highways are busy and the Mayor's flag program has to-date distributed 196 flags in Williams.

VII. ADJOURN

A motion to adjourn was made, and seconded.

The meeting adjourned at 7:22 p.m.



Mayor John Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

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June 22, 2017
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 recited, and George Glen offered the invocation. |
| C. | Roll Call | Mayor John W. Moore, Vice Mayor Don Dent, Councilmember Bernie Hiemenz, Frank McNelly, Dawn Trapp (arrived late: 8:30) and James Wurgler were present and constituted a quorum. Councilmember Lee Payne was absent. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, and City Clerk/HR Director Pamela Galvan. |
| | | |
| D. | Approval of Minutes: June 8, 2017 | Councilmember Vice-Mayor Dent made a motion to approve the Minutes of June 8, 2017 as presented. Councilmember Hiemenz seconded the motion, and it carried 4-0. |
| | | |
| E. | Adopt Agenda | Councilmember McNelly made a motion to adopt the Agenda as presented. Councilmember Wurgler seconded the motion, and it carried 4-0. |

II. PRESENTATIONS-

Kai McKinstry from Southwest Fair Housing Council presented the Fair Housing 7 protected classes and HUD update.

Ms. McKinstry introduced herself and briefly explained her reason for presentation. She covered the basic 7 protected classes; listing them each. It was asked of Ms. McKinstry "What is "Protected" exactly?" Ms. McKinstry explained and gave examples. Councilmember Wurgler inquired on veterans and whether they have preference for housing. Ms. McKinstry was unsure of their status in the City of Williams, it depends on the agreement. It was also asked of Ms. McKinstry, what if a "protected class" has a felony; how is that handled? Ms. McKinstry presented a scenario on how the Housing Council might resolve that issue. Mayor Moore confirmed that the Southwest Fair Housing Council researches complaints that are filed with them.

The following updates will be taking place in Williams:

- Effective July 20, 2018, will be a no smoking inside dwellings put into effect; no exceptions. Shall be evicted.
- You can no longer have "will not rent to felons" on rental applications. You must set-up rental criteria. (Sex offenders may be denied.)

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**June 22, 2017
COUNCIL ACTION**

- Protection added to: Sexual orientation, gender identity and sex. Tenant on tenant harassment is not acceptable. The housing provider must take action to resolve or be held accountable as well as the harassers.

III. PUBLIC PARTICIPATION – None

IV. CONSENT AGENDA ITEMS

A. Approval of Purchase Orders: None

V. NON-CONSENT AGENDA ITEMS

Convene to Public Hearing-7:25

A request by Kathryn Maassen, Kampgrounds Enterprises Inc., DBA Circle Pines KOA, for review and consideration of a liquor license application at 1000 Circle Pines Way.

Pursuant to ARS §38-431.02, a Public Hearing will be held on the Fiscal Year 2017-2018 Budget so the public will be informed and has an opportunity to ask questions and offer input.

Reconvene to Regular Hearing-7:26

B. Council will discuss and may approve a recommendation to the AZ Department of Liquor Licenses and Control for a Series #10 Beer and Wine Store license for Circle Pines KOA.: P. Galvan

The clerk reported that the application posted the required 20 days without comment from the public.

Councilmember McNelly made a motion to approve a recommendation for a Series #10 Beer and Wine Store license for Circle Pines KOA to the AZ Department of Liquor Licenses and Control. Councilmember Wurgler seconded the motion, and it carried 4-0.

C. Council may adopt Resolution 1347 which provides for the adoption of the final budget for Fiscal Year 2017-2018.: K. Buonocore

Councilmember McNelly made a motion to adopt Resolution 1347, the final budget for Fiscal Year 2017-2018. Councilmember Wurgler seconded the motion, and a roll call vote was taken. It passed unanimously in favor, 4-0. It is noted that Mayor Moore would have voted in favor, as well. The motion carried.

D. Council may approve Resolution 1348 for Expenditure Limitation of \$21,220,580 in Fiscal Year 2017-2018.: K. Buonocore

Vice-Mayor Dent made a motion to have Resolution 1348 be read by number and title only. Councilmember Hiemenz seconded the motion.

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**June 22, 2017
COUNCIL ACTION**

The Clerk read Resolution 1348 by number and title only.

Vice-Mayor Dent made a motion to approve Resolution 1348 as read. Councilmember Hiemenz seconded the motion and a roll call vote was taken.

It passed unanimously in favor, 4-0. It is noted that Mayor Moore would have voted yes, as well. The motion carried.

E. Council will determine how many readings will be required for Ordinance No. 957, levying upon the assessed valuation of the property within the Williams Community Facilities District. Council may adopt Ordinance No. 957 after its first reading or schedule additional readings.: J. Moore

Councilmember Wurgler made a motion to have Ordinance No. 957 be read by number and title only. Councilmember Hiemenz seconded the motion.

The Clerk read Ordinance No. 957 by number and title only.

Mayor noted a motion was made and seconded, and asked for a roll call vote to be taken. A vote was taken and it passed unanimously in favor, 4-0. It is noted that Mayor Moore would have voted yes, as well. The motion carried.

F. Council will determine how many readings will be required for Ordinance No. 958, levying the assessed valuation of the property within the City of Williams. Council may adopt Ordinance No. 958 after its first reading or schedule additional readings.: J. Moore

Vice-Mayor Dent made a motion to have Ordinance No. 958 be read by number and title only. Councilmember Hiemenz seconded the motion.

The Clerk read Ordinance No. 958 by number and title.

Vice-Mayor Dent made a motion to adopt Ordinance No. 958 as read. Councilmember Hiemenz seconded the motion and a roll call vote was taken.

It passed unanimously in favor, 4-0. It is noted that Mayor Moore would have voted yes, as well. The motion carried.

G. Council will discuss and may approve the renewal of contract with Front Burner Media.: S. Miller

Skylor Miller noted our working relationship with Heather Herman, Front Burner Media over the last year and said she has done a wonderful job promoting the city. The marketing has also improved greatly.

Council was presented with a 3 year contract with optional 2 year addition. The first year stays the same as far as overall cost and budget. There is a proposed increase beginning July 1, 2019 which would increase Front Burners compensation for the remainder of the agreement.

Quarterly meetings have been incorporated into the agreement where Ms. Herman will come and present to Council the progress of marketing she is providing. Along with the first addendum from our legal counsel, providing legal language recommend; typical contract language.

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June 22, 2017
COUNCIL ACTION

- Vice-Mayor Dent confirmed the 1 year monthly cost to be \$4,000.00, and beginning July 1, 2019, it will increase to \$4,700.00 for the remainder 2 years.
- The last time Heather was before Council was June of 2016.
- There is a Tourism Committee that meets monthly comprised of a City Council representative, Councilmember Wurgler, business owners and the City Manager who receive updates. She does public presentations to explain some of her initiatives.
- Mayor Moore stated he has seen her quarterly updates in writing. He also pointed out what an outstanding job she does.
- Vice-Mayor Dent mentioned he has spoken to those on the committee and they express that she is fabulous. She listens to the Committee and gets things done.

Councilmember Wurgler made a motion to approve the contract with Front Burner Media. Councilmember McNelly seconded the motion, and it carried 4-0.

Skylor Miller asked for clarification if it was to include the addendum?

Vice-Mayor Dent made a motion to attach addendum to the agreement. Councilmember Hiemenz seconded the motion, and it carried 4-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

H. Mayor and Council

- Mayor Moore noted that the 4th of July celebrations are moving forward. Assistant Fire Chief Moede said the event is forging ahead and scheduled with a drop-dead date of the 2nd of July 10:00 a.m. The stakeholders had a meeting on Monday, the 19th to go over logistics, identifying problems. He is very proud of the way the fire department is moving in coordination with the Forest Service, regional partners, weather service and various agencies action plans. Weather will be the biggest component based on fuel moisture in the area and projected weather conditions whether we will make it a “go” or “no go” with the fireworks.

I. Staff Reports

- Skylor Miller noted that at the recommendation of Pat Carpenter, the water and wastewater operator, we have pulled the equipment and plan to camera the Santa Fe Well. We want to evaluate its usefulness to the City and believe there is value there to supplement water to the 3rd Street tank. Currently the equipment has been pull and Pat is looking at it and he has also recommended to brush and bail at a cost of \$3,500 for each process. Once it is cleaned out we can evaluate the quality of the well pipe and do a test pump. Pump Tech did the initial work, and we would like to use them to perform the brush and bail. Skylor would like to move forward with it and treat them as independent projects. If anyone has additional questions please contact him, we can hold off until the July 10th meeting, otherwise, he is going to push forward.
- George Glen (public) asked that he report on the Hospital Board. They have selected a contractor; PEC out of Flagstaff after a very tight analysis. They are anticipating a ground-breaking ceremony in July 2017 and an 18-month

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**June 22, 2017
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construction period; allowing for adverse weather, otherwise, they could be done before the 18 months are up.

- Assistant Fire Chief Moede wants to thank the Williams Community Fund. They selected them for a grant to buy new helmets and flash hoods from them and just wanted to say "thank you".

Also, we have had a busy week and want to thank the Forest Service for their supper support of us on the boarder and in town. They have been terribly supportive of us.

A motion was made to convene to executive session, was seconded, and carried 4-0.

VII. CONVENE TO EXECUTIVE SESSION-7:32

Pursuant to ARS §38-431.03A.1, Council will review annual performance evaluation for City Manager Skylor Miller.

RE-CONVENE TO REGULAR SESSION-8:32

(Councilmember Trapp arrived at 8:30 joining the Executive Session in process.)

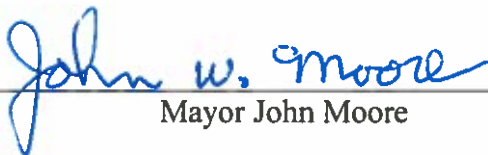
J. Council may make decisions related to the matter discussed in Executive Session.: J. Moore

Councilmember Wurgler made a motion to have an evaluation and make a decision in five weeks. Councilmember McNelly seconded the motion, and it carried 5-0.

VIII. ADJOURN

Councilmember Hiemenz made a motion to adjourn. Vice-Mayor Dent seconded the motion, and it carried 5-0.

The meeting adjourned at 8:34 p.m.



Mayor John Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**JULY 13, 2017
COUNCIL ACTION**

I. PROCEDURES

A. Call to Order

Mayor Moore called the meeting to order at 7:04 p. m.

B. Pledge and Invocation

The pledge of allegiance was recited and Barbara Brutvan provided the invocation.

C. Roll Call

Mayor John W. Moore, Vice Mayor Don Dent, Council members Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Present from City Staff were City Manager Skylor Miller, Finance Director Keith Buonocore, Sanitation Foreman Jeff Pettit and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes: June 22, 2017

Vice-Mayor Dent made a motion to approve the minutes of June 22, 2017. Councilmember Hiemenz seconded the motion, and it carried 6-0.

E. Adopt Agenda

Councilmember Hiemenz made a motion to adopt the Agenda as presented. Councilmember 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

B. Approval of Check Register for Month Ending June 30, 2017.: K. Buonocore

Councilmember Wurgler made a motion to approve the consent agenda items as presented. Councilmember Payne seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

- C. Council will review and may approve the annual renewal of accident and sickness insurance proposal from VFIS of Arizona for the Williams Fire Department, in the amount of \$4,889.00.: C. Pearson**

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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JULY 13, 2017
COUNCIL ACTION

Councilmember Payne made a motion to approve the annual renewal of accident and sickness insurance from VFIS of Arizona for the Williams Fire Department in the amount of \$4,889.00. Councilmember Wurgler seconded the motion, and it carried 6-0.

D. Discussion of water supply and storage options with Doug Kobrick of Hayzen and Sawyer.

Mr. Kobrick introduced himself to the Council since it had been awhile since he had last met them. He explained that he was there to update them on the findings he was asked to research for the City. Specifically: water storage tank, hydraulic capacity-water treatment plant, wastewater plant conversion, and water resource recovery project.

Mr. Kobrick went through his presentation explaining the City's current water supply and storage options.

He recommends against pursuing the tabor tank project for several reasons, a couple being cost and location to build. Zone 1 needs water storage volume in the range of .5 to 1 million gallons. Third Street would be a good location, also Zone 2, above 2nd street would be a good location for a smaller tank at 35,000 gallons.

The next steps are to:

- Finish elevation of bottlenecks, hydraulic limitations at water treatment plant by next summer.
- Plant water reuse at wastewater treatment plant.
- Confirm criteria for a new 0.5 million gallon Zone 1 tank and a 0.35 million gallon tank in Zone 2, with associated improvements.
- Coordinate with ADEQ and complete water recovery study.
- Consider updating water master plan.

Pat Carpenter went over the issues with the hydraulic filter system, explaining that there may be an obstruction. He needs to take the plant off-line in order to investigate.

Vice-Mayor Dent inquired about water on the Northside of the highway by Love's. Mr. Kobrick explained that the elevation was not adequate. Vice-Mayor Dent asked if we can find a higher location will it work. Mr. Kobrick reminded that we still need to get water to the tank infrastructure; a loop would work.

Councilmember McNelly brought up future growth and how it would be addressed. Mr. Kobrick said that was not included in their scope of this study, however, an update to the master plan needs to include this concern.

There was discussion regarding the current system and upgrading it.

Pat Carpenter reminded that time is of the essence to get the grant money; we need to pick the site, start putting the tank in and the rest of the infrastructure can be worked on as they are doing the site work for the tank.

Councilmember Payne inquired on the 3rd St tank status. The tank is fine, but cannot be used to its capacity.

Mayor Moore suggested that we move on this quickly due to the time frame for use of funds.

Skylor Miller will be reporting to NACOG on the decision of tonight's meeting; a relocation of the tabor tank.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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JULY 13, 2017
COUNCIL ACTION

E. Council will discuss development procedures, i.e. Costs, policies etc.

Mayor Moore explained that he a Mr. Tim Pettit, Chief Building inspector had been talking about procedures for development; different types of developments. Our codes and policies are outdated and require updating.

Vice-Mayor Dent expressed an urgency for this to be addressed, because of businesses desiring to come and developed in Williams. We have no way to access the costs to our infrastructure at this time. We need to discuss now and not just codes, but our future and direction of Williams growth; what do we want to be.

We have developers that are coming to us weekly looking to build here.

A work session is to take place on Tuesday, July 18th at 7:00 p.m.

It is advised that the Fire and Police Departments be included in the work session(s) so that they may express their needs/requirements based on size of development and future growth.

The City Clerk is to provide existing City Codes to Council for review and discussion at work session.

VI. *REPORTS, CURRENT EVENTS AND INFORMATION ITEMS*

Mayor and Council:

Mayor Moore referenced a letter that was placed before them regarding the railroad museum that was requested that the City distribute. Council questioned the reasoning for the city's participation in distribution and suggested the letter be distributed by the non-profit itself.

Mayor Moore reported on the 4th of July events and how well it was executed. He thanked the Fire and Police departments.

Vice-Mayor Dent noted that our employees don't always get their due recognition and expressed his appreciation for the individual who assisted him with the take-down of the children's carnival at the end of the day. Also, Marty and Staff at the golf course for their dedication and effort in removing debris from the sprinkler heads due to reclamation of golf balls in the lake; putting in long hours to rectify the problem.

Councilmember Wurgler too expressed his admiration to the group who did the fireworks this year; great job.

Staff Reports:

The City Clerk asked that Council confirm or decline their attendance to the up and coming AZ League Conference in late August.

Assistant Fire Chief Moede commended the partners who assisted with the fireworks show this year; 40 individuals participated from the Forest Service, as well as regional fire departments. Great team effort.

CITY OF WILLIAMS CITY COUNCIL

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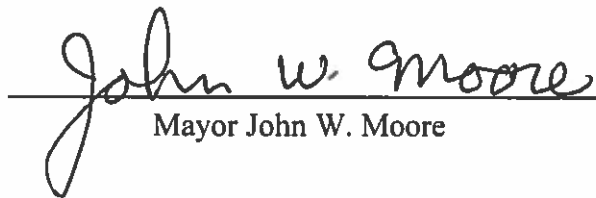
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**JULY 13, 2017
COUNCIL ACTION**

VII. ADJOURN


Councilmember McNelly made a motion to adjourn the meeting and Councilmember Wurgler seconded the motion, and it carried 6-0.

Mayor Moor adjourned the meeting at 8:11 p.m.



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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JULY 18, 2017

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 foregone.

C. Roll Call

Mayor John W. Moore, Vice Mayor Don Dent, Council members Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Present from City Staff were Chief Building Inspector Tim Pettit and City Clerk/HR Director Pamela Galvan. Also in attendance was Assistant Fire Chief Moede.

D. Adopt Agenda

Councilmember Payne made a motion to adopt the Agenda as presented. Councilmember McNelly seconded the motion, and it carried 6-0.

II. NON-CONSENT AGENDA ITEMS

A. Council will discuss development procedures for the implementation of development agreements.

There was extensive discussion about the General Plan of 2013.

Points mentioned:

- In the past we would reach out to businesses encouraging them to come develop; now they come on their own looking to develop. We need to be prepared; we don't have to accept everyone that comes.
- We cannot stop someone from building in our City if they pull the proper permits.
- Businesses need to be held accountable for their size.
- The Development Agreement (DA) needs to be development specific.
- Water is going to be a big part of a DA.
- Discussion of hotels coming and wanting to build, and how our procedures and zoning needs to be amended regarding water use.
- Tim Pettit needs a development agreement drawn for the developers coming in right now.
- Pricing was discussed for subdivisions, no matter where built, a price per fixtures, and price per unit.
- It was clarified that each development agreement can and would probably be unique to each development.
- Water, sewer and fire impact each property/development.

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JULY 18, 2017

COUNCIL ACTION

- Our major concern right now is with commercial development.
- The City currently has a restriction on the number of stories (3) that can be built.
- It was asked if there is technology today that can establish the firefighting capability from within.
- It depends on the building type, sprinklers and water supply capability.
- Anything built by code requires ability to reach the roof.
- There is an influx of 450,000 bodies each year in Williams.
- It is the construction of buildings that is our concern.
- We need to be proactive, not reactive.
- Tim Pettit needs fees to charge developers.
- Water pressure and flow were discussed, and the need to plan for the future.
- The cost of a storage tank should be divided between developers and the developments themselves.
- Each development agreement will be unique.
- All commercial developments must have an agreement and to and are negotiable.
- Recapture cost was mentioned.
- Water line size and looping needs were discussed.
- City may participate in cost to develop.
- It was asked if there is a limit on the number of hotels that can build; the answer was no.
- We can require set aesthetics on buildings.

Summary

We are going to create a development agreement, set a scale of fees, and include inflationary costs.

We will research other development agreements cities and towns may already have in place.

Possibly have our engineering firm review our water infrastructure plan that is eight to nine years old.

Review current water study.

How long can we maintain our volunteer fire department; forecast needs and cost?

III. ADJOURN

Councilmember Wurgler made a motion to adjourn the meeting and Councilmember Trapp seconded the motion, and it carried 6-0.

Mayor Moor adjourned the meeting at 8:47 p.m.

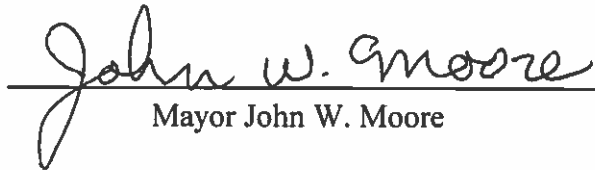
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JULY 18, 2017

COUNCIL ACTION



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

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AUGUST 10, 2017
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 recited and Barbara Brutvan provided the invocation.

C. Roll Call

Mayor John W. Moore, Vice Mayor Don Dent, Council members Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Present from City Staff were Interim City Manager/ Finance Director Keith Buonocore, Sanitation Foreman Jeff Pettit and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes: July 27, 2017

Councilmember Trapp made a motion to approve the minutes of July 27, 2017. Councilmember Hiemenz seconded the motion, and it carried 6-0.

E. Adopt Agenda

Councilmember McNelly made a motion to adopt the Agenda as presented. Councilmember Payne seconded the motion, and it carried 6-0.

II. PRESENTATIONS

- *None*

III. PUBLIC PARTICIPATION

- *None*

IV. CONSENT AGENDA ITEMS

A. Approval of Check Register for Month Ending July 31, 2017.: K. Buonocore

Councilmember Wurgler made a motion to approve the check register for the month ending July 31, 2017. Councilmember Hiemenz seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

B. Council may adopt Resolution 1349 amending Resolution 1302 to authorize the purchase of a sanitation truck.: J. Moore

Vice-Mayor Dent made a motion to have Resolution No. 1349 read by number and title only. Councilmember Payne seconded the motion.

CITY OF WILLIAMS CITY COUNCIL

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AUGUST 10, 2017
COUNCIL ACTION

The City Clerk read Resolution No. 1349 by number and title only.

Vice-Mayor Dent made a motion to approve adoption of Resolution No. 1349 by number and title only amending Resolution No. 1302 to authorize the purchase of a sanitation truck. Councilmember Hiemenz seconded the motion, and it carried 6-0.

C. Presentation from the Christmas tree Committee. D. Croteau

Mr. Bill Sutton presented in the absence of Diana Croteau.

- The Christmas Tree Committee has met 3 to 4 times so far.
- Their vision this year is to provide a tree with a “Wow” factor.
- He mentioned they were thinking of options to purchasing a tree like leasing one. There is a company that comes out sets up and tears down the tree.
- They were looking at purchasing a Douglas Fir tree, but there are logistical issues; where the tree is coming from.
- He spoke of decorating Monument park and their ideas of a patriotic theme this year, with a separate tree lighting on Veterans Day.
- They want to recharge the holiday like it once was; do something nice for the residents.
- He said they would need the assistance of the City to provide some financial assistance and street closures. He reminded them of the past when they assisted with the ice skating rink.

Council asked a few questions of Mr. Sutton:

- Asked for clarification if they are asking the City to do the whole project. Mr. Sutton replied no and said the Christmas Tree Committee will do it.
- Are you going to purchase a live tree? Mr. Sutton said they were looking at a Douglas Fir or leasing an artificial tree. They looked into buying an artificial tree, but they are very expensive to buy; \$30,40 to 50,000.
- They were working with a company out of Phoenix, Christmas Light Decorators and a guy out of Flagstaff, who provides decorating. They are looking to sponsorships to assist with the cost.
- Do you have a budget? Mr. Sutton replied not yet. It is going to depend on what they are going to do. The more money they get the more they will be able to do for the community. They are thinking somewhere in the range of \$30 - 40,000.00; Christmas Light Decorators quoted \$8 – 9,000.00 to do Monument park. To lease a tree, 30-foot tree, and have it set up and tear down is \$13 – 14,000.00, but there are other things they would like to do around town.
- Where would the tree come from? Christmas Tree Decorators, they can provide us with a 30-foot real or artificial tree, but is not sure where they get the real tree from.
- Have you approached the Forest Service for tree? Maybe we should try that and use a local tree.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

AUGUST 10, 2017
COUNCIL ACTION

Mr. D'Arpa from the Grand Canyon Railway spoke of the Railways Spruce tree recently placed and their plans to do a kick-off in early November when the Polar Express starts.

Council thanked Mr. Sutton for his presentation. Mayor Moore said they need more facts, figures and a consistent idea of what exactly they are going to do. Mr. Sutton agreed and will provide that to them.

D. Council may discuss and approve airport grant application.: K. Buonocore

- The match is 5% the City pays in.
- This is a \$900,000.00 grant.
- Mayor asked if this one is any different than past grant applications. No, but this is on a first come, first serve basis. We have concurrence with ADOT, and they provide the other 5%.

Councilmember Payne made a motion to approve the airport grant application. Councilmember Trapp seconded the motion, and it carried 6-0.

E. Council will discuss and may authorize the Hazen and Sawyer Water/Wastewater Treatment Plant In-Plant Water Reuse Design.: P. Carpenter

Mayor Moore pointed out that when we get this done it will actual make us money or save us money; Pat Carpenter concurred. He said the reason we want to do this is because the original plant was designed to use the reuse water as plant water for the belt press and the head works room. It was never tied together. Bernie, I and Keith started working on this with the previous engineers and we hit a road block when we hired the new engineering firm. Hazen and Sawyer's task order is just to review it and make recommendations; probable costs and services. It is pretty standard what they are proposing.

He believes there is some grant funding available if we can get something to WIFA that says we are ready to do it. There are a few modifications that he needs to talk to the engineers about, but that will be during the design phase. This is basically to get them started.

- Vice-Mayor Dent inquired on the September 30th completion noted.
- Councilmember Hiemenz asked if the grant money would cover the engineering cost too. Mr. Buonocore said yes it will. Approving this will secure that; WIFA will hold that open for us. If the engineers can get this done within two months that will show WIFA that we are serious.
- Councilmember Wurgler asked Mr. Carpenter if he is satisfied with this with regards to the delays and not getting it done. Does this accomplish those things you indicated you felt need to be done? This will get them started on reviewing the previous engineering plans. There are some modifications he would like to see done, but until we get this done the engineers cannot really start doing anything. This is the first step.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

AUGUST 10, 2017
COUNCIL ACTION

Councilmember Payne made a motion to authorize the Hazen and Sawyer Water/Wastewater Treatment Plant In-Plant Water Rescue Design. Councilmember Wurgler seconded the motion, and it carried 6-0.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

Mayor and Council:

- Mayor Moore is please with the work being done on Route 66 (sealing) and the work on Railroad Avenue. Stripping should begin middle of next week.
- AZ League is the 22nd of August through the 25th.
- Councilmember Payne thanked Wendy from the Grand Canyon News for her help in submitting the Diamondbacks grant application for our fields.

Staff Reports:

- Mr. Buonocore noted that he met with Woodson for about 2.5 hours and came up with a list for the Council to look at, and will bring it before you over the next few months.
- Chief Nixon said he, Vice-Mayor Dent and Councilmember Wurgler met with the Forest Service regarding the logging trucks coming though the town. We are getting good cooperation with them, things are running smoothly at this point. We will continue to monitor.
- Chief Pearson said they are having good progress with their assessment team. They should have a draft next week to go over, addressing any issues. They should have something to present shortly to Council.
- Jeff Pettit thanked the Council for the sanitation truck approval.
- Pat Carpenter had one more comment to make regarding the reuse water: We are using between 25 and 40 thousand gallons a day of potable water at the WWTP, which puts a stress on our water delivery system. Once the reuse water goes through we will cut that down to where we are just using it in the lab and the shower. This is an important point for the community and council to know.
- Councilmember Hiemenz asked Mr. Carpenter to update us on the Santa Fe Well. Mr. Carpenter said that the well work has been done, and they test pumped it for 24 hours. It started out at 95 gallons a minute before we dropped down. It stabilized between 60 and 65 gallons per minutes for 12 hours, so that is basically what the well will produce. He is going to get a bid for permanent equipment to go into the well by next Council meeting. We should be able to start using that well. The 65 gallons a minute this time of year is about 22% of our demand on the system. It will be pumped to the 3rd Street tank.
- Councilmember McNelly wanted mentioned the progress being done at the rodeo ground on horse-stalls, and how well they look.

VII. ADJOURN

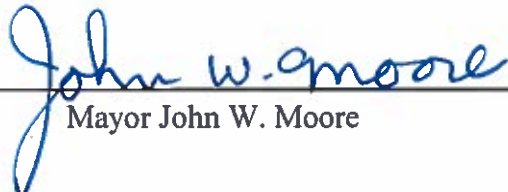
Mayor Moor adjourned the meeting at 7:32 p.m.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**


PAGE 5

**AUGUST 10, 2017
COUNCIL ACTION**



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

SEPTEMBER 28, 2017
COUNCIL ACTION

I. PROCEDURES

A. Call to Order

Mayor Moore called the meeting to order at 7:01 p. m.

B. Pledge and Invocation

The pledge of allegiance was recited and Barbara Brutvan provided the invocation.

C. Roll Call

Mayor John W. Moore, Council members Bernie Hiemenz, Frank McNelly, Lee Payne and Dawn Trapp were present and constituted a quorum. Vice- Mayor Don Dent and Councilmember Wurgler were absent. Present from City Staff were Interim City Manager/

Finance Director Keith Buonocore, Chief Building Inspector Tim Pettit, Lt. Darrel Hixon, Chief Herman Nixon, Animal Control Officer Leah Payne, Communication IT Theresa Johnson, and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes: September 14, 2017

Councilmember Trapp made a motion to approve the minutes of September 14, 2017. Councilmember Hiemenz seconded the motion, and it carried.

E. Adopt Agenda

Councilmember Hiemenz made a motion to adopt the Agenda removing Item F. Councilmember Payne seconded the motion, and it carried.

II. PRESENTATIONS

- ***Heather Herman of Front Burner Media provided a tourism update.***
- Ms. Herman provided hand-outs to Council and proceeded to go over what will be different this next year from the last.
- More online advertising, strategic marketing with metrics, new creative focusing on our assists, i.e. Route 66, western theme, Grand Canyon Railway, Bearizona Dan outdoor recreation. Christmas, creative partnership with other city to reduce travel costs, media visits and FAM tours.
- Ms. Herman proceeded to go over upcoming media/trade events she will be attending.
- New focus: Historic Williams and plans to have a story published in the Nat Geo Traveler magazine.
- Going to enter into a "Win Pitch" contest to win \$120,000 in advertising for the AOT rural co-op.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 2

**SEPTEMBER 28, 2017
COUNCIL ACTION**

- *Barbara Brutvan explained what the Greater Williams Community Fund (GWCF) does and how the community benefits from their participation.*
(Scheduled for the 26th of October)

III. PUBLIC PARTICIPATION

- *None*

IV. CONSENT AGENDA ITEMS

A. Approval of Purchase Orders: K. Buonocore

Councilmember McNelly made a motion to approve the purchase order. Councilmember Payne seconded the motion, and it carried.

V. NON-CONSENT AGENDA ITEMS

CONVENE TO BOARD OF ADJUSTMENTS –7:16

CONVENE TO PUBLIC HEARING –

A request by John Holst for a variance approval for setbacks at 610 W. Sheridan Ave., APN# 201-30-007.

- Mayor Moore opened the floor for discussion.
- There was none.

RECONVENE TO BOARD OF ADJUSTMENTS – 7:17

B. Board of Adjustments will discuss and may make a decision on the request to develop property consistent with existing single-family residence in the zoning district. T.Pettit

- Mr. Pettit explained what Mr. Holst was requesting.

Board member McNelly made a motion to approve a recommendation to develop the property to be consistent with the existing single-family residence in the district. Board member Hiemenz seconded the motion, and it carried.

RECONVENE TO REGULAR SESSION-7:18

C. Discussion and possible action to approve Resolution No. 1350 generally authorizing the City to enter into a Dynamic Signal Management Services Agreement with SRP regarding Hoover Power allocations with the final form of contract to be reviewed and approved by the City Manager. K. Buonocore

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 3

**SEPTEMBER 28, 2017
COUNCIL ACTION**

Councilmember Payne made a motion to have Resolution No. 1350 read by number and title only. Councilmember Trapp seconded the motion, and it carried.

- The City Clerk read Resolution No. 1350 by number and title only.

Councilmember Payne made a motion to approve Resolution No. 1350 generally authorizing the City to enter into a Dynamic Signal Management Services Agreement with SRP regarding Hoover Power allocations with the final form of contract to be reviewed and approved by the City Manager. Councilmember McNelly seconded the motion, and it carried.

D. Discussion and possible action to approve Resolution No. 1351 generally authorizing the City to enter into a Pooled Transmission Agreement with transmission service contractors regarding Hoover Power allocations with the final form to contract to be reviewed and approved by the City Manager. K. Buonocore

Councilmember Payne made a motion to have Resolution No. 1351 read by number and title only. Councilmember McNelly seconded the motion, and it carried.

- The City Clerk read Resolution No. 1351 by number and title only.

Councilmember McNelly made a motion to approve Resolution No. 1351 generally authorizing the City to enter into a Pooled Transmission Agreement with transmission service contractors regarding Hoover Power allocations with the final form of contract to be reviewed and approved by the City Manager. Councilmember Hiemenz seconded the motion, and it carried.

E. Council will determine how many readings will be required for Ordinance No. 963 for the amendment of Ordinance No. 919, Article 6, Chapter 10 of the City Code adding Section 16 regarding adequate shelter for dogs and related penalties for violations. L. Payne

- Mayor Moore explained the reasoning behind the 3 readings of an ordinance; he recommended 3 readings.
- Councilmember McNelly asked Ms. Payne for clarification of this ordinance. Ms. Payne explained that this is an addition to the City Code. It will allow her greater ability to enforce adequate shelter for animals.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

SEPTEMBER 28, 2017
COUNCIL ACTION

Councilmember Hiemenz made a motion for the first of three readings of Ordinance No 960 be done tonight by number and title only. Councilmember McNelly second the motion, and it carried.

- The City Clerk read Ordinance No. 960 by number and title only.

The next reading will be on Thursday, October 12th at the regular scheduled City Council meeting at 7 p.m.

F. Council will discuss and may make a decision on the purchase of an Empire-Cat paver (AP655F) for the Street Department. K. Buonocore

Mayor Moore expressed the city's need to be able to perform their own work on the streets instead of continuing to contract out basic resurfacing.

- The roller for this paver was inquired upon, and was confirmed that it was coming.
- This is a state contract purchase.
- It is a lease purchase with a balloon payment of \$78,000 at the end of the term.
- They will provide training.

Mayor pointed out that we currently have an employee whom is very experienced with this equipment, and others who are very capable of operating this as well. He understands it is a lot of money, but we need to start fixing our streets. The savings by doing them ourselves will allow us to do more streets. Our current street projects have been done through donations.

- It was asked if the width is adjustable; it is.
- It was asked if we would need to rent a machine to mill the streets; no, it is not necessary at this time due to their deteriorated condition.
- Mayor pointed out that we currently have a truck to spread oil. Once we purchase the paver we will also need to purchase a crack-seal machine; this will be brought before Council on the 5th at a special meeting.
- In purchasing this paver we are going to be obligated to purchase additional equipment in order to complete the jobs we undertake.
- Mr. Buonocore stated this is a good deal that we can afford.
- The pavement maintenance plan spreadsheet was presented. It is the City's progressive plan of street repairs, and where to begin.
- The City previously received a bid of \$40,000,000.00 to do our streets.

Councilmember Payne made a motion to approve the purchase of an Empire-Cat paver for the Street Department. Councilmember Trapp seconded the motion, and it carried.

G. Council will discuss City Halls days of operation. Mayor Moore

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**SEPTEMBER 28, 2017
COUNCIL ACTION**

Mayor Moore noted that years back Council made the decision to go to 4/10's with the anticipation of saving money. It is his understanding that the City has not made a significant difference.

The Mayor and Council have been approached by the public, so Council needs to address the option of returning to a 5/8 schedule.

- Councilmember Hiemenz asked if we might consider front desk coverage only.
- Mr. Buonocore had an entire list of various ways the public can make payments for their utilities. The census of his staff is they would like to keep it 4/10s. The necessary staff is the cashier up front, because they are the face of the city.
- Councilmember Hiemenz stated that the public wants someone to talk with when they have utility issues.
- Councilmember Trapp feels we should be open 5 days a week.
- Councilmember McNelly asked if it would be possible to be open at the front desk a partial day with a few additional staff members on Fridays; not requiring the entire City Staff to work that fifth day.
- Mayor Moore feels if we are going to be open 5 days a week, then be open 5 days. If we have a person at the front desk that would benefit something. Five days, four days Council needs to decide.
- Councilmember Hiemenz suggested to try with the front desk coverage for a while and see what happens.
- Chief Nixon explained how they work out their schedules in the Police Department. Chief said they have always been able to get in touch with operations staff when necessary.

There was extensive discussion of scheduling.

- Ms. Galvan asked to speak, and presented that the front desk area will be covered 5 days a week, upon the addition of hiring an individual to assist the increase of (electric) payments. The two employees will split time; one working Monday through Thursday, and the other, Tuesday through Friday, thus allowing the public to come in as needed. This would allow the remainder of staff to continue to work the existing 4/10 schedule.
- Councilmember Payne feels there should be a face of the City available 5 days a week for the public to ask questions, and that the support staff doesn't necessarily need to be there, just as long as someone is there to answer questions. The departments can work out their schedules as they need.
- John Holst doesn't think we (The City) understands the impact of the front desk with regards to public relations for the city. He thinks it would be a huge pat-on-the-back for the community. He thinks they would really love to see the city go back to 5 days a week. He said it seems like we (The public) are being ignored a day or two days, extra a week. He thinks it would be a wonderful public relations thing going back to being open 5 days a week.
- Councilmember Payne asked if there are any other necessities that we are missing out on, that would require the entire staff to have to work 5/8's.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 6

SEPTEMBER 28, 2017
COUNCIL ACTION

- Mayor Moore pointed out that this will be further discussed, along with a new phone system and how they tie together, at the next regular Council meeting.

H. Council will discuss and may make a decision for the purchase of in-car computer for our police patrol cars. T. Johnson

- Mayor Moore pointed out how we may be or are the only City in the state of Arizona that does not have these in our patrol cars. He does not feel this really needs a discussion, it is a necessity. It could possibly save lives; even the life of an officer.
- Chief pointed out that everything has and is continuing to go electronic. Search warrants, finger printing, updating on cases, etc.
- Councilmember asked if it is like a personal table that they will write their reports on. Chief replied yes.
- Theresa Johnson pointed out that these may be removed and docked into other patrol cars as needed.

Mayor Moore made a motion to approve the purchase of in-car computers for the police patrol cars. Councilmember Hiemenz seconded the motion, and it carried.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

I. Mayor and Council:

Mayor Moore pointed out that Council has before them the final seven candidates for the City Manager position, and would like to meet to discuss those they will ultimately interview. They will be having a Special Meeting on the 5th of October at noon (lunch provided), and will discuss the candidates at that time.

J. Staff Reports:

Pam Galvan announced there will be a presentation for an upgrade to the aviation fuel system at the Council's special meeting on the 5th of October. On the 12th of October, there will be presentations for a new citywide telephone system, and a 24/7 Service Maintenance Monitoring Agreement.

VII. ADJOURN

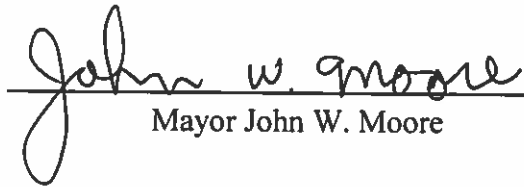
Mayor Moore adjourned the meeting at 8:04 p.m.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**SEPTEMBER 28, 2017
COUNCIL ACTION**



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**OCTOBER 05, 2017
COUNCIL ACTION**

SPECIAL MEETING

I. PROCEDURES

A. Call to Order

Mayor Moore called the meeting to order at 12:01 p. m.

B. Pledge and Invocation

The pledge of allegiance was recited and George Glen provided the invocation.

C. Roll Call

Mayor John W. Moore, Council members Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Vice-Mayor Don Dent was absent. Present from City Staff were Interim City Manager/ Finance Director Keith Buonocore, and City Clerk/HR Director Pamela Galvan.

D. Adopt Agenda

Councilmember Hiemenz made a motion to adopt the Agenda as presented. Councilmember Wurgler seconded the motion, and it carried.

II. PRESENTATIONS

- *None*

III. PUBLIC PARTICIPATION

- *None*

IV. CONSENT AGENDA ITEMS

A. None

B. None

V. NON-CONSENT AGENDA ITEMS

C. Council will discuss and may make a decision for approval, and award asphalt improvements bid. Woodson Engineering

- Mayor pointed out that the recommended bid came in close to our projection.
- Staff recommends C and E Paving & Grading.
- We have a change order in place if necessary.

Councilmember McNelly made a motion to approve the award of asphalt improvements to C and E Paving and Grading. Councilmember Wurgler seconded the motion, and it carried.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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PAGE 2

**OCTOBER 05, 2017
COUNCIL ACTION**

SPECIAL MEETING

D. Council will discuss and may approve the purchase of an upgrade fuel system (M4000) for H. A. Clark Memorial Field from QT Petroleum.

- The existing fuel system is old and has been experiencing consistent dispensing issues.
- Councilmember Wurgler pointed out that it would be nice to approach all of the issues at once, but at the very least, pilots need basic fuel.

Councilmember Wurgler made a motion to approve the purchase of the upgraded fuel system for H.A. Clark Memorial Field from QT Petroleum. Councilmember Trapp seconded the motion, and it carried.

E. Council will discuss and may approve the purchase of a crack seal machine. K. Buonocore

- Councilmember Hienemz asked for clarification of the unit the City is purchasing.
- Mr. Buonocore responded it is the 260 model.
- Councilmember Payne inquired if we already have one. Sheldon Johnson said yes, and pointed out that it is quite outdated.
- It was explained that one device sprays the oil and the other is the crack seal machine.
- Councilmember Wurgler noted this is a sign of progress.

Councilmember Wurgler made a motion to approve the purchase of a crack seal machine equipment. Councilmember Hiemenz second the motion, and it carried.

F. Council will discuss and may make a decision on the purchase of a used truck for the Street Department. K. Buonocore

- We have located a used truck that is like new, for the Street Department.
- It is a Kenworth T800 Cummins; Super 14 truck to haul the hot mix.

Councilmember McNelly made a motion to approve the purchase of a used truck for the Street Department. Councilmember Hiemenz seconded the motion, and it carried.

G. Council will discuss and may make a decision on the purchase of an asphalt roller. K. Buonocore

- It was noted that the roller is the hinge-pin of the project. We need the roller to complete the job.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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PAGE 3

**OCTOBER 05, 2017
COUNCIL ACTION**

SPECIAL MEETING

- It is a nine ton steel drum roller that vibrates.
- It is intermediate in size, and will do the jobs we have planned.

Councilmember Wurgler made a motion to approve the purchase of an asphalt roller. Councilmember Payne seconded the motion, and it carried.

VI. *REPORTS, CURRENT EVENTS AND INFORMATION ITEMS*

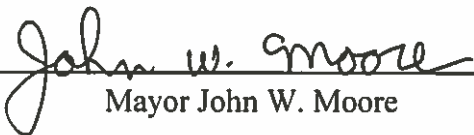
H. Mayor and Council:

Council will have a new phone system to consider as well as codification bid.

I. Staff Reports:

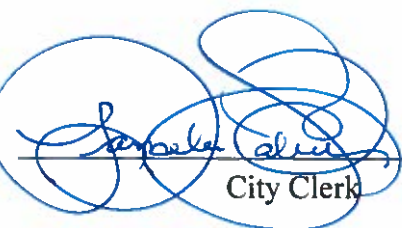
VII. *ADJOURN*

Mayor Moore adjourned the meeting at 12:24 p.m.



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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OCTOBER 12, 2017
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 recited and George Glen provided the invocation.

C. Roll Call

Mayor John W. Moore, Vice- Mayor Don Dent, Council members Bernie Hiemenz, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Councilmember Frank McNelly was absent. Present from City Staff were Interim City Manager/Finance Director Keith Buonocore, Police Chief Herman Nixon and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes: September 28, 2017, and October 5, 2017 Special Meeting

Councilmember Payne made a motion to approve the minutes of September 28, 2017, and October 5, 2017 Special Meeting. Councilmember Hiemenz seconded the motion, and it carried.

E. Adopt Agenda

Councilmember Hiemenz made a motion to adopt the Agenda as presented. Vice-Mayor Dent seconded the motion, and it carried.

II. PRESENTATIONS

• *Habitat for Humanity*

Roger Ely stated they are going to begin building another house, and introduced Francis.

Francis spoke of where Habitat for Humanity has been; noting the multiple years, and the families they have placed.

- Where they are currently, and what they are in the process of doing.
- Where they are going; additional locations they are anticipating building.
- He spoke of Arizona Income Tax Credit, a Habitat Home Builders Club, and Habitat ReStore.

III. PUBLIC PARTICIPATION

- *None*

IV. CONSENT AGENDA ITEMS

A. Approval of Purchase Orders: K. Buonocore

- *None*

B. Approval of Check Register for Month Ending September 30, 2017: K. Buonocore

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 2

**OCTOBER 12, 2017
COUNCIL ACTION**

Vice-Mayor Dent made a motion to approve the check register for the month ending September 30, 2017. Councilmember Payne seconded the motion, and it carried.

V. NON-CONSENT AGENDA ITEMS

CONVENE TO PUBLIC HEARING – 7:19

A request by Zeng Bin Lu, Lu New China Restaurant, for review and consideration of a #12 Restaurant liquor license application for 995 N. Grand Canyon Blvd.

RECONVENE TO REGULAR SESSION – 7:20

- C. Council will discuss and may approve a recommendation to the AZ Department of Liquor Licenses and Control for a Series #12 Restaurant for the New China Restaurant.: P. Galvan***

City Clerk noted that there had not been any comments for or against the request during the required posting period.

Councilmember Trapp made a motion to approve a recommendation to the AZ Department of Liquor Licenses for a Series #12 License for New China Restaurant. Vice-Mayor Dent seconded the motion, and it carried.

- D. Council will hear it's second of three readings for Ordinance No. 960 the amendment of Ordinance No. 919, Article 6 Chapter 10 of the City Code adding Section 16 regarding adequate shelter for dogs and related penalties for violations.***

- The City Clerk read Ordinance No. 960 by number and title only.

- E. Council will discuss and may approve the purchase of a new phone system for the City. Daniel Taft Sr. from the Computer Guys***

- Mr. Taft began by pointing out the monthly cost difference we would receive with the new system.
- He explained this is a VOIP system with Verizon Wi-Fi back-up to keep the lines continually active.
- He went over several of the features the system has to offer.
- Councilmember Trapp asked if there is a limit to the number of phones that the system could manage. The answer was, no limit.
- Theresa Johnson approached CenturyLink earlier this year for a quote for an upgrade for the Police Department system, and CenturyLink quoted them \$21,314.90.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

OCTOBER 12, 2017
COUNCIL ACTION

- There were questions from Council requesting if a trial period; 30, 60 or 90 day was possible.
- Therese Johnson spoke of the difference in response times between CenturyLink three (3) days and The Computer Guys, hours.
- Chief Nixon feels with the new system they will not experience the consistent dropping of calls they are experiencing with the current system.
- Vice-Mayor Dent inquired on the security of this system being internet based. The new system would be just as secure as the current system.
- This system can be programed to our wants and needs.
- Mayor Moore asked if it can track unanswered phone messages. Mr. Taft said he will check.

Vice-Mayor Dent made a motion to approve the purchase of a new phone system for the City. Councilmember Wurgler seconded the motion, and it carried.

F. Council will discuss and may authorize the execution of a Full-Service Monitoring Service Agreement with The Computer Guys USA, Inc. Daniel Taft Sr.

- Mr. Taft explained that currently their company works as a reactionary for us; as we need them, we telephone them for service on a per call basis.
- This agreement will set the price at \$5,998. monthly all inclusive.
- Mayor Moore asked of the cost if the City were to add computers. Mr. Taft said they will allow up to 10 additional computers at no additional cost into the contract.
- Therese Johnson pointed out the monitoring that they will be providing, and its benefits to the City.
- Mr. Taft noted the software Solar Wind is what is used to monitor the equipment 24/7.
- Councilmembers inquired on the current cost we have paid to-date. It is noted, approximately \$60,000.
- Mayor Moore said the sooner the better; all phones and computer need to run efficiently.

Councilmember Wurgler made a motion to approve the execution of a Full-Service Monitoring Service Agreement with The Computer Guys. Councilmember Payne seconded the motion, and a roll- call vote was taken.

Councilmember Wurgler – Aye
Councilmember Payne – Aye
Councilmember Hiemenz – Aye
3/2 vote it carried

Vice-Mayor Dent – Nay
Councilmember Trapp -Nay

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 4

**OCTOBER 12, 2017
COUNCIL ACTION**

G. Council will discuss and may approve the Cooperative Intergovernmental Agreement between Arizona State Forestry Division and the City of Williams: Contract No. FD-16-0105-ASF-AIS. C. Pearson

- Assistant Fire Chief Moede noted that this is a normal IGA addendum. Numbers 14 and 15, and there are no other changes.

Councilmember Payne made a motion to approve the Cooperative Intergovernmental Agreement between Arizona State Forestry Division and the City of Williams. Vice-Mayor Dent seconded the motion, and it carried.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

H. Mayor and Council:

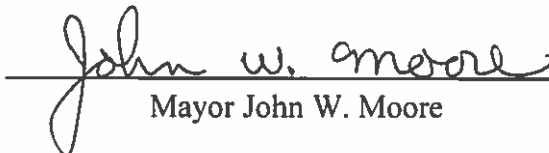
- Vice-Mayor Dent and Chief met Tuesday with Timber Tom from the forest service; they meet quarterly. Work is going well and are up to 30 trucks a day, and could increase to 50 possibly 60 trucks a day.
- They are locating here and could be here for the next five (5) years.
- Gladly there are no speeding issues.
- Clover project is next, and South of I-40. Working won't start until next spring.
- Councilmember Payne said the horse barns look nice.

I. Staff Reports:

- City Clerk reported that Council is scheduled to have a "Work Session" at 6 p.m., one hour prior to their regularly scheduled Council meeting on the 26th of October, and will be reminded via email.
- Assistant Fire Chief Moede noted that on October 7th at 11 a.m. they are having an "open house" at Sultanas to memorialize Jimmy Walker.

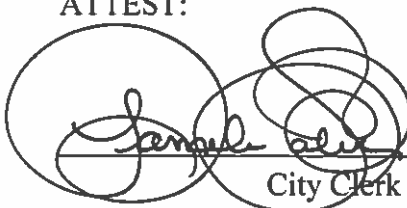
• VII. ADJOURN

Mayor Moore adjourned the meeting at 8:15 p.m.



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

OCTOBER 26, 2017
COUNCIL ACTION

I. PROCEDURES

A. Call to Order

Mayor Moore called the meeting to order at 7:06 p. m.

B. Pledge and Invocation

The pledge of allegiance was recited and Barbara Brutvan provided the invocation.

C. Roll Call

Mayor John W. Moore, Vice- Mayor Don Dent, Council members Bernie Hiemenz, Frank McNelly, Dawn Trapp and James Wurgler were present and constituted a quorum. Councilmember Payne was absent. Present from City Staff were Interim City Manager/Finance Director Keith Buonocore, Police Chief Herman Nixon and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes: October 12, 2017

Councilmember Wurgler made a motion to approve the minutes of October 12, 2017. Vice-Mayor Dent seconded the motion, and it carried.

E. Adopt Agenda

Councilmember Trapp made a motion to adopt the Agenda as presented. Councilmember Hiemenz seconded the motion, and it carried.

II. PRESENTATIONS

- *None*

III. PUBLIC PARTICIPATION

- *None*

IV. CONSENT AGENDA ITEMS

- *None*

V. NON-CONSENT AGENDA ITEMS

- A. Council will discuss and may adopt Resolution No. 1352 approving authorization of negotiation, execution and delivery of governmental lease-purchase agreement No. 001-0730026-300.**

Vice-Mayor Dent made a motion to have Resolution No. 1352 read by number and title only. Councilmember Trapp seconded the motion, and it carried.

- The City Clerk read Resolution No. 1352 by number and title only.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 2

**OCTOBER 26, 2017
COUNCIL ACTION**

Vice-Mayor Dent made a motion to approve Resolution No. 1352 giving authorizing the negotiation, execution and delivery of governmental lease-purchase agreement No. 001-0730026-300. Councilmember Hiemenz seconded the motion, and it carried.

B. Council will discuss and may adopt Resolution No. 1353 approving authorization of negotiation, execution and delivery of governmental lease-purchase agreement No. 001- 0730026-301.

Vice-Mayor Dent made a motion to have Resolution No. 1353 read by number and title only. Councilmember McNelly seconded the motion, and it carried.

- The City Clerk read Resolution No. 1353 by number and title only.

Councilmember Wurgler made a motion to approve Resolution No. 1353 authorizing the negotiation, execution and delivery of governmental lease-purchase agreement No. 001-0730026-301. Vice-Mayor Dent seconded the motion, and it carried.

CONVENE TO PUBLIC HEARING -7:13

Regarding the amended use of CDBG funds, redirecting the funds to be used for a comprehensive water plan and wastewater treatment plan improvements.

- Nothing was said

RE-CONVENED TO REGULAR SESSION – 7:14

C. Council will discuss and may adopt Resolution No. 1354 amending the use of the CDBG funds originally assigned for Tabor Tank for a comprehensive water plan and wastewater treatment plan improvements.

Mayor Moore explained the original intent for use of the funds.

Councilmember McNelly made a motion to read Resolution No. 1354 by number and title only.

- The City Clerk read Resolution No. 1354 by number and title only.

Vice-Mayor Dent made a motion to approve Resolution No. 1354 amending the use of the CDBG funds originally assigned for Tabor Tank. Councilmember McNelly seconded the motion, and a roll-call vote was taken.

Vice-Mayor Dent – Yes

Councilmember McNelly – Yes

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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PAGE 3

**OCTOBER 26, 2017
COUNCIL ACTION**

Councilmember Hiemenz – Yes

Councilmember Trapp – Yes

Councilmember Wurgler – Yes

D. Council will hear its third and final reading of Ordinance No. 960 the amendment of Ordinance No. 919, Article 6 Chapter 10 of the City Code adding Section 16 regarding adequate shelter for dogs and related penalties for violations.

Mayor Moore explained the importance of the three readings of ordinances.

Councilmember Trapp made a motion to have Ordinance No. 960 read by number and title only.

Councilmember Wurgler seconded the motion, and it carried.

- The City Clerk read Ordinance No. 960 by number and title only.

Councilmember Trapp made a motion to adopt Ordinance No. 960, Article 6 Chapter 10 of the City Code adding Section 16 regarding adequate shelter for dogs and related penalties for violations. Councilmember McNelly seconded the motion, and it carried.

E. Council will discuss and may make a decision to hire a codification firm to codify the William's City Code. P. Galvan

- Mayor Moore, City Clerk and Police Chief Nixon, concurred that the code book needs some attention. It is difficult to confirm recent inclusion, or amendments of ordinances, because the books in circulation, appear to have some updates, while others books do not; it just depends on whose book you might look into.
- Councilmember Wurgler inquired on the number of ordinances that need to be codified. Staff report notes that codification was done up to 907.
- The City Clerk responded, "Yes", codification of ordinances through 907 were complete to the best of her knowledge; based on the current code book noting codification done by American Legal, February 2009.

Councilmember Wurgler made a motion to table the Item E., allowing additional time to confirm exact content requiring update. Councilmember Hiemenz seconded the motion, and it carried.

- The Clerk will confirm with American Legal of their last review, and its thoroughness up to February 2009.
- Tabled to the first Council meeting in January 2018.

F. Council will review and may make a decision to approve the amended site ground lease agreement with SBA Towers IV, LLC.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

OCTOBER 26, 2017
COUNCIL ACTION

- Vice-Mayor Dent would like to see the original lease to compare.
- There is concern that the original agreement is not being met with regards to their commitment of providing and hanging flags.
- Staff will provide original lease agreement for review.

Councilmember Wurgler made a motion to table Item F., allowing staff to provide the original lease agreement for Council to review thoroughly. Vice-Mayor Dent seconded the motion, and it carried.

- Item F tabled to the second Council meeting in January 2018.

G. Council will review and may make a decision to enter into an IGA with Coconino County for court services. K Buonocore

- The Finance Director has been working on this for over a year now, and this is the best settlement working with the county and city court. The court has experienced increase costs; we've reviewed that.
- This year's impact is \$67,086, which is an increase of what it would have been. The City has been under paying this agreement over the last 3 years. This is budgeted. The County court is in agreement with that figure.
- The cost is up, but less than it should be.
- Councilmember Wurgler has concerns with an automatic annual increase of 3%; if attention was paid to the compounded increase each year.
- Yes. We budgeted between 3 and 5% increases over the prior year.
- This is a fair way dealing with the IGA.
-

Councilmember Wurgler made a motion to enter into the Intergovernmental Agreement with Coconino County for court services. Councilmember Hiemenz seconded the motion.

Further discussion ensued.

- Councilmember McNelly asked for conformation of the term.
- It is a 10 year agreement that you may review and renegotiate each February over the next 10 years.
- The percentage, if necessary or desired, may be negotiated, but is currently set for a 3% increase.
- This will be addressed each year at budget time.
- Vice-Mayor Dent expressed his concern also for the automatic increase knowing that it will get spent. He hopes that some of this goes to the employees as annual pay increase. There are times when our budget went backwards, not up, when the economy took a turn down, and would like to see this as part of our annual budget process.
- The Finance Director noted this is a part of the process we do every year.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 5

OCTOBER 26, 2017
COUNCIL ACTION

- If was confirmed that if there is any change to the base amount they will have to come to us first.
- It was assured that although this is a 10 year IGA agreement it will be reviewed each year in February during the budget process.
- Gary Krcmarik Court Administrator for the Superior Court introduced himself.
- Reassured that the agreement can be renegotiated each year in February.
- The county does not wish to renegotiate this contract each and every year. This agreement has taken almost two years at this point. Feels this IGA is a win-win, both for the County and the City, and even bigger win for the residents for the City of Williams, because of the outstanding court services that are provided Monday through Friday, 8 until 5.
- They are not trying to make money on this, this is a neutral deal for the County, but what he can't do is go back and ask to short-change this and subsidize the City of Williams. It is fair to the County and fair to the City.
- Councilmember Wurgler asked if he was satisfied with the motion on the floor. Does it meets needs; it doesn't ask for a renegotiation; doesn't ask for the ability to change it every year; it is a reminder for us to review it.
- This will come before Council at budget time for review of annual increase and if there is the need to renegotiate.
- Councilmember McNelly asked if the County does an assessment every year of what costs have been.
- Yes, each year each employee receives a 2.5% raise. A lot of the times, like last year, it also gets a market adjustment of 2.5% in addition to the salary increases; insurance also increases. They feel comfortable with the 3% escalator.
- It was asked why not an annual IGA.
- The cost to renegotiate each year is not cost effective.
- We visit this every year at budget time, and if necessary, Jennifer Carter assured it states in the IGA, that we can terminate the IGA in February.

Mayor Moore confirm they have a motion, and a second to approve entering into the IGA with Coconino County for court services. All are in favor, and it carried.

H. Council will discuss and may approve a contract for indigent criminal representation. K. Buonocore

- Finance Director presented that this rate for Christine Brown has not changed since 2006.
- Would like an increase from \$1,500 a month to \$2,500 a month.
- This is an annual contract.
- Mayor Moore compared this request to other municipalities, and feels this is more than fair.
- Chief Nixon said she does a great job for the City.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

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**OCTOBER 26, 2017
COUNCIL ACTION**

Councilmember Wurgler made a motion to approve a contract for indigent criminal representation between the City of Williams and Christine Brown. Councilmember Trapp seconded the motion, and it carried.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

I. Mayor and Council:

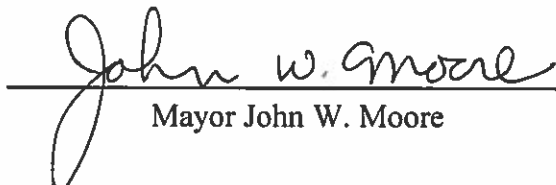
- Councilmember Wurgler asked if the use of “Jake breaks” is permissible. Chief Nixon replied we do not have an ordinance.

J. Staff Reports:

- Chief Nixon reported that the City’s email system is down and will be for the weekend.

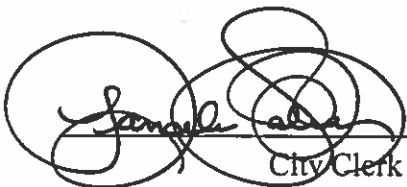
• VII. ADJOURN

Mayor Moore adjourned the meeting at 7:50 p.m.



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**OCTOBER 26, 2017
COUNCIL ACTION**

CERTIFICATION

State of Arizona,)
) ss.
Coconino County,)

I, PAMELA GALVAN, do hereby certify that I am the City Clerk of the City of Williams, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on October 26, 2017. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 27th day of October, 2017.



CITY CLERK

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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PAGE 1
SPECIAL MEETING

OCTOBER 26, 2017
COUNCIL ACTION

I. PROCEDURES

A. Call to Order

Mayor Moore called the meeting to order at 6:04 p. m.

B. Pledge and Invocation

The pledge of allegiance was foregone.

C. Roll Call

Mayor John W. Moore, Vice- Mayor Don Dent, Council members Bernie Hiemenz, Frank McNelly, Dawn Trapp and James Wurgler were present and constituted a quorum. Councilmember Lee Payne was absent. Present from City Staff were Interim City Manager/Finance Director Keith Buonocore and City Clerk/HR Director Pamela Galvan.

D. Adopt Agenda

Councilmember Hiemenz made a motion to adopt the Agenda as presented. Councilmember Trapp seconded the motion, and it carried.

II. NON- CONSENT AGENDA ITEMS

A. Jeff from K R Saline is going to explain the City's state of electric power.

- Jeff briefly went over the existing term with APS and how it is ending this December 31. It was a good fifteen year term with them and now we need to look to other sources for replacement power.
- He began his presentation with the basic components of power supply, and reminded us that we still handle the distribution.
- He went over the costs of service; generation 57%; distribution 32% and transmission 11%.
- Evolving U.S. Generation Resource profile.
- Natural gas production and price.
- Our current power and transmission contracts with *Western Area Power Administration (Parker-Davis Power)*, meets 11% of Williams power requirements; contract ends September 2080, and very expensive. (*Parker Davis/Intertie Transmission – Transmission only.*
- And *Arizona Power Authority (Hoover Power) – Power only*; meets about 4% of Williams's power requirements; contract ends October 2067, and is inexpensive; includes Parker-Davis/Intertie Transmission and Dynamic Signal Management expenses).
- *Arizona Public Service – Power and transmission*; bundled power and transmission agreement at fixed price; meets the remainder of Williams power

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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PAGE 2
SPECIAL MEETING

OCTOBER 26, 2017
COUNCIL ACTION

requirements at 85%; includes transmission to Williams; contract ending December 31, 2017.

- Bundled power costs relatively flat while Market and APS transmission cost vary wildly from 2003 to 2017.
- City of Williams energy resources, and the current replacement needed by January 2018.
- Discussions with APS: APS has declined to offer the City a long term extension of the current agreement. *A meeting is scheduled with APS on Monday of next week.*
- Replacement of APS power and transmission with Southwest Public Power Agency (SPPA).
- SPPA offer is power only.
- Future power supply contract: Existing as of October 1, 2017 and continuing
- Western Area Power and Arizona Power Authority
- New beginning January 1, 2018
- APS-Network Transmission Service with an increase cost of approximately \$250,000
- Southwest Public Power Agency-Power only; will meet the remainder of Williams's power requirements 85% with a 3 year term.
- Power and Transmission Costs with emphasis on APS costs going way up.
- Power Cost Estimates. Summary of power costs
- Recommendations: Continue discussions with APS and SPPA with a goal of securing power supply for post 2017, enter into Network Transmission agreement with APS, review retail rate recovery to recover increased costs.

Jeff spoke of an action agency that began in 2012 of cities and towns forming SPPA. Cities and towns who like us were contracted with either APS or SRP.

A 30 year power supply deal was created with Sempra Power out of San Diego, CA, which was sold to Arch Light, and has extended their agreement another 15 years; making it now a 45 year agreement. The city might like to join the group as they are not in business to make money.

- Williams needs to look into a rate increase. A rate study needs to be performed.
- KR Saline will do a rate study for us.
- O&M will stay with APS or we may wish to contract with another company. Possibly contract with KR Saline as they perform O&M.
- Continue on-call contact with APS for emergency service.
- Our City Managers wanted to create our own line crews, but that is not cost effective.
- A request for KR Saline to come back to Council with proposal of businesses that will perform O&M.
- Vice-Mayor Dent went over two other types of agreement/contracts that we have with APS, and they too like power and transmission, will end this year. One is for O&M, and the other is for billing and payments. With regards to billing and payments, the City is currently in the process of taking over the physical receipt of payments here in our office,

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**PAGE 3
SPECIAL MEETING**

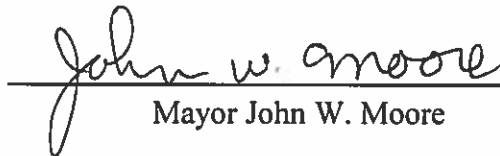
**OCTOBER 26, 2017
COUNCIL ACTION**

(not the meter reading or delivery of bills, just yet). We still will need an O&M agreement with someone going forward.

- Mayor Moore pointed out that we need to decide where we are going to buy power, whether we want to join with this group or whomever.
- The question of surplus power and our ability to sell came up and the response was yes we can sell it to recoup some of our costs for transmission.
- The need to consider a rate increase was brought up again. It is a hard call.
- Mayor Moore said we need sound numbers before talking about any increase. We need to decide whom we are going to buy our power from.
- KR Saline would like to bring an agreement to Council in November.
- APS is legally bound to provide transmission.
- Corporate APS is changing and their concerns for small towns appears to be changing as well. Their construction costs are very high.
- Mayor Moore pointed out that APS still wants to work with us.
- KR Saline will analyze after Monday meeting with APS.
- SPPA agreement can be put together easily.

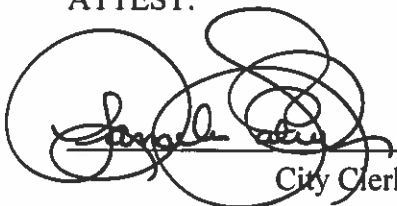
VI. ADJOURN

Mayor Moore adjourned the meeting at 7:00 p.m.



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

**PAGE 4
SPECIAL MEETING**

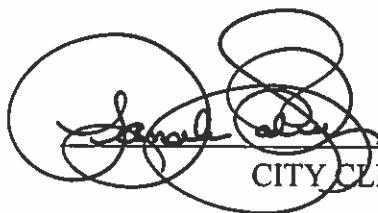
**OCTOBER 26, 2017
COUNCIL ACTION**

CERTIFICATION

State of Arizona,)
) ss.
Coconino County,)

I, PAMELA GALVAN, do hereby certify that I am the City Clerk of the City of Williams, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on October 26, 2017 I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 27th day of October, 2017.



CITY CLERK

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

NOVEMBER 09, 2017
COUNCIL ACTION

I. PROCEDURES

A. Call to Order

Mayor Moore called the meeting to order at 7:04 p. m.

B. Pledge and Invocation

The pledge of allegiance was recited and Barbara Brutvan provided the invocation.

C. Roll Call

Mayor John W. Moore, Council members Bernie Hiemenz, Frank McNelly, Lee Payne Dawn, Trapp and James Wurgler were present and constituted a quorum. Vice-Mayor Don Dent was absent. Present from City Staff were Interim City Manager/Finance Director Keith Buonocore, Jeff Pettit Sanitation Foreman and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes: October 26, 2017

Councilmember McNelly made a motion to approve the minutes of October 26, 2017 both Special and Regular Meetings. Councilmember Wurgler seconded the motion, and it carried.

E. Adopt Agenda

Councilmember Hiemenz made a motion to adopt the Agenda as presented. Councilmember Payne seconded the motion, and it carried.

II. PRESENTATIONS

- **Greater Williams Community Fund- Who they are and what they do.** *Margaret Hangan*
- Ms. Brutvan introduced herself to Council and proceeded with a PowerPoint presentation. She explained who they are, what they do and the process of how they do it. They carry a \$220,000 balance and have paid out \$88,000 in funds.
- Because they are a 501c3, there is no limit on amount given for tax deduction.
- They invest the monies received, and receive a good return.
- They payout the full amount each year.
- They accept endowments.
- Distribution is based on ones needs.
- Donations can be made specific.
- They perform a grant process yearly.
- **Historic Photo Project-Progress, Goals and Accomplishments.** *Andrea Dunn & Margaret Hangan*
Ms. Dunn began the presentation with a brief overview of the Williams Historic Photo Project accomplishments. She explained how the project is a partnership

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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NOVEMBER 09, 2017
COUNCIL ACTION

between the Williams Public Library and the Kaibab National Forest Service. Their goal is to collect and maintain historic information about Williams and the local area, and make information available for historic research and public interpretation.

- They moved to a new space in the Williams Visitor Center in January 2017; working with Visitor staff to design the museum/display space.
- The museum had a grand opening on May 17, 2017.
- They have received two grants, one from the Greater Williams Community Fund and the other from the Grand Canyon Historical Society.
- They are partnered with the Kaibab National Forest service for monthly Archaeology lectures and summer natural and cultural resources educational talks.
- They estimate 30,000 visitors since it's opening in May, and have launched a Facebook page www.facebook.com/Williamshistoricphotoproject.
- They received \$400 dollars in donations and \$3,200 in grant monies.
- They presented a recently procured Mountain Man costume.
- They are trying to partnership with NAU for a restoration project.
- Councilmember Payne thanked them for all their work.
- Mayor Moore concurred with Councilmember Payne and noted that this is the greatest things to be done in Williams in a long time.

- **Grand Canyon Racing "Thank you" to Mayor, Hoch Ortiz and David Garibay. Judge Krombeen**

- Mr. Krombeen, Mark Booth, and PJ, wanted to thank all of those involved in the event. They had 350 riders participate this year. He personally thanked the Mayor for pulling this altogether with short notice, and presented photos to the Mayor and Hoch Otriz.
- He said they are working on a route to go up and around Bill Williams Mountain next year, and appreciates the City's support.

III. PUBLIC PARTICIPATION

- *Kim Kadletz came to express his concern with a neighbor's helicopter landing and taking off, just 50 feet away. It is scaring animals. There is a public airport and they should be required to use it. Mr. Kadletz would like the City to modify the City Code.*
- *The City will look into this and address.*

IV. CONSENT AGENDA ITEMS

- A. *Approval of Purchase Orders: K. Buonocore*
- B. *Approval of Check Register for Month Ending October 31, 2017: K. Buonocore*

Councilmember McNelly made a motion to approve the purchase order and check register for the month ending October 31, 2017. Councilmember Payne seconded the motion, and it carried.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

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**NOVEMBER 09, 2017
COUNCIL ACTION**

V. NON-CONSENT AGENDA ITEMS

B. Council will discuss and may make a decision regarding a request from the Williams Hospital District Board of Directors to waive the building fees required for construction of the new healthcare facility at 301 S. 4th Street.

- Mayor Moore had discussed it with the board members and doing this would allow them to use the monies elsewhere. We have waived fees for other projects in the past.

Councilmember Payne made a motion to waive building fees of \$30,239.55 required for construction. Councilmember Hiemenz seconded the motion, and it carried.

D. Council will discuss and may make a decision to purchase a Lowboy 50T Trailer. K. Buonocore

- Mayor Moore pointed out that this was discussed two meeting ago and this is the final piece of equipment needed.
- Councilmember Payne inquired on the procurement of this trailer. He has ordered trailers in the past and wanted to know if this is a, "Get what you pay for trailer"? The reply was yes. Perhaps we should consider a higher priced piece as it may be of better quality.
- Sheldon Johnson and Hoch Ortiz have both revived it and agree this one will do.
- This trailer is built in Texas.
- Councilmember McNelly pointed out that this trailer is for hauling existing City equipment; this is for our projects.

Councilmember Payne made a motion to approve the purchase of a Lowboy 50T Trailer. Councilmember McNelly seconded the motion, and it carried.

E. Previously tabled item: Council will discuss and may make a decision to hire a codification firm to codify the William's City Code. J. Moore and P. Galvan

- The City Clerk confirmed with American Legal that they will review the entire existing code book, ordinances, and resolutions from the beginning, to ensure everything is as it needs to be to date.

Councilmember Trapp made a motion to approve the hiring of American Legal for codification of the City Codes. Councilmember McNelly seconded the motion, and it carried.

F. Council will discuss and may make a decision to purchase a new network recording system for the PD's dispatch. T. Johnson

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

NOVEMBER 09, 2017
COUNCIL ACTION

- Mayor express that the police department needs this system. Chief and Ms. Johnson spoke about this system, just briefly last meeting.
- Councilmember McNelly noted that technology is moving fast; is this new or used equipment, and is this a tested system.
- Ms. Johnson expressed the current 2009 network system is showing extreme wear. The new system will record both telephone and radio traffic, and is tested and viable for 7 to 10 years. The record retention for recordings is 15 months.
- Niles will be the servicing company for the equipment.

Councilmember Trapp made a motion to approve the purchase of a new network recording system for the PD's dispatch. Councilmember Hiemenz seconded the motion, and it carried.

G. Council will discuss and may approve a proposed Task list from the City's Engineer.

- Mayor Moore explained that is is a report for the CDBG Grant Comprehensive Water Master Plan. Mark Woodson is here to answer questions if there are any. This doesn't need a lot of discussion as these are grant funds previously approved and discussed. The project has to be officially approved by Council to go forward, subject to NACOG approval.
- The grant monies are \$290,000.
- The estimated total project funding will use \$120,000 of the CDBG Grant monies.
- Scope of work to include: a water system survey and model for the City of Williams. The model will be used to identify system deficiencies, plan for future water infrastructure projects, and determine the impacts of future development upon the system.
- Staff has reviewed the scope and fee schedule submitted by Woodson Engineering and Surveying for the CDGB Grant Comprehensive Water Master Plan and recommends City Council formally award an Authorization for Services under the current on-call engineering contract to Woodson, again, subject to NACOG approval.
- Mark Woodson explained that this money is to do the study, to set up a list of things to do if the future. The other part actually pays for the change to the wastewater treatment plant; to change the current use of potable water to reclaim; that is how they split the grant.
- Doug Kobrick from Hayzen and Sawyer has a slightly different view of how it should go.
- He pointed out that they are the City Engineer for the Water and Wastewater services.
- When the CDBG Grant was first awarded it went through a couple of iterations, one being the Tabor St Tank. It was found to be too expensive for the City, and its location and elevation was wrong. They suggested to NACOG to redirect the funds to another project if possible. There was the idea of a project involving the wastewater treatment plant, which they have ninety percent done; it will use only half of the funds and the other portion of the monies, could go to possible water plant repairs. He is aware that there have been other discussions that have been going on that they have not been prevue to about; how that plan should play out and their roll in it. He was surprised to hear it was going in a different direction.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**NOVEMBER 09, 2017
COUNCIL ACTION**

He reminded them that water is their specialty and that is why they were selected for this portion of our program, not the other civil engineering work, just the water portion. They would very much like to continue in that roll for the Master Plan.

- Mayor Moore pointed out that it is his understanding that the plans should have been provided some time ago. The first task order was to be submitted at the end of September, but has never been delivered.
- Mr. Kobrick concurred, but said, a month late, but that they had to work with NACOG to get approvals, sighting that as the delay. That project cannot start until January; you cannot spend any money until the clearances are finished on the environmental evaluation.
- Mayor agreed he doesn't believe that anything can be done until NACOG approves this; he believes NACOG was expecting this at the end of September.
- Mr. Kobrick does feel there were any great concerns expressed by NACOG on timing. When they saw the money was available they went back and revisited the hydraulics on the project and have larger pumps to increase the capacity of the station going beyond the original plans, the funds are there so they revised some of the hydraulic calculations. You are not delayed because you cannot award a contract for this work until January anyway.
- Mayor Moore asked why they could not award a contract to get the work done prior to final approval.
- There was debate on whether or not the City can go into or award a contact prior to the approval of CDBG or NACOG. The planning can go on, but that's it.
- Mayor Moore asked to table this until the next election. He would like to personally visit with NACOG. We are awaiting NACOG's processing of our paperwork at this point.
- Mr. Buonocore said there are two parts to this: one is .the part is to be used at the wastewater treatment plant, that is what Mr. Kobrick has been working on, the other is now need to get an approval for the task of doing the Water Master Plan. The Water Master Plan is a component of the City's total plan. This is all inclusive of what we need to plan for the City. This is to coordinate projects (road, etc.) through the City's Engineer, so that we are not having to dig up the ground for a sewer or water projects. Get it approved through the CDBG Grant and then work with Hazen and Sawyer to get the plan completed, and get the wastewater treatment plant completed, done on time, that is what Woodson would be doing.
- Councilmember Wurgler noted this is not the setting to sort this out. He wants to make sure we get this done correctly and not get caught between the two party's that are in disagreement. We need to get some information from our water expert and sort through what appears to be a dysfunctional relationship.
- Mayor Moore asked Mr. Kobrick if he would have his work completed by the next meeting, because it is already past due. He responded, "The treatment plant, yes".

Councilmember Wurgler made a motion to table until the next Council meeting in December. Councilmember McNelly seconded the motion, and a roll call vote was taken.

Councilmember Wurgler- Aye

Councilmember McNelly – Aye

Councilmember Hiemenz – Aye

Councilmember Payne – Aye

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

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**NOVEMBER 09, 2017
COUNCIL ACTION**

Councilmember Trapp – Aye

If Mayor Moore would have voted his vote would have been, Aye.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

I. Mayor and Council:

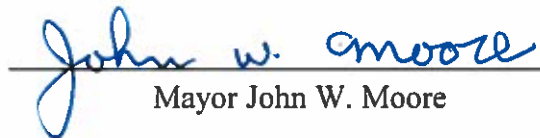
Mayor noted that Council began early this morning interviewing candidates for the City Manager position. A couple of candidates were present: a Mr. Lee and Ms. Schminke were present at tonight's Council meeting.

J. Staff Reports:

- City Clerk reported the new City days and hours of service; Monday through Friday, 8:30 a.m. to 5 p.m.
- (Public participant) George Glenn asked if he may introduce the hospital board to Council: Dr. Vasquez, Sierra Miller, Linda Russell and Katy Glenn.
- Jeff Pettit reported that the new garbage truck is ready. The walls at the transfer station are complete.

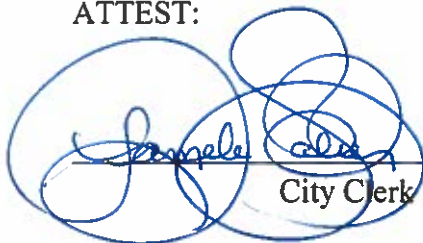
• VII. ADJOURN

Mayor Moore adjourned the meeting at 8:11p.m.



Mayor John W. Moore

ATTEST:



City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**NOVEMBER 09, 2017
COUNCIL ACTION**

CERTIFICATION

State of Arizona,)
) ss.
Coconino County,)

I, PAMELA GALVAN, do hereby certify that I am the City Clerk of the City of Williams, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on November 09, 2017. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 10th day of November, 2017.


CITY CLERK

CITY OF WILLIAMS CITY COUNCIL

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DECEMBER 14, 2017
COUNCIL ACTION

I. PROCEDURES

A. Call to Order

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

B. Pledge and Invocation

The pledge of allegiance was recited and George Glen provided the invocation.

C. Roll Call

Vice- Mayor Don Dent, Council members Bernie Hiemenz, Frank McNelly, Lee Payne, Dawn Trapp and James Wurgler were present and constituted a quorum. Mayor John W. Moore was absent. Present from City Staff was City Manager Bill Lee, Finance Director Keith Buonocore, Police Lieutenant Hixon and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes: November 09, 2017

Councilmember McNelly made a motion to approve the minutes of November 09, 2017. Councilmember Payne seconded the motion, and it carried.

E. Adopt Agenda

Councilmember Payne made a motion to adopt the Agenda as presented. Councilmember McNelly seconded the motion, and it carried.

II. PRESENTATIONS

II. PUBLIC PARTICIPATION

Kerry-Lynn Moede came to thank the City Council for their support last year with the Christmas Nativity Pageant. They had close to 250 people in attendance, are doing it again this year, and wanted to thank Council in advance this year for their continued support.

The community by-in for this event has been amazing, and that tells her, that it means something to this community. The fact that they are not selling, buying or paying anyone seems to be a wonderful expression at Christmas.

They have six churches and two schools (Public and home schooled) involved, they have a choir and dancers this year, heaters, live fires, musicians, costume makers, cowboys and cookies bakers.

This year it will be taking place on Friday, December 22nd at 6:30 p.m., gates opening at 6:00 p.m.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**DECEMBER 14, 2017
COUNCIL ACTION**

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore*
- B. Approval of Check Register for Month Ending November 31, 2017: K. Buonocore*

Councilmember Wurgler made a motion to approve the consent agenda items. Councilmember Hiemenz seconded the motion, and it carried.

V. NON-CONSENT AGENDA ITEMS

CONVENE TO PUBLIC HEARING – 7:05

A request by Mark Roggenbuck, Mountain Man Mercantile, LLC, for review and consideration of a Series #10, Beer & Wine liquor license application at 400 W. Route 66.

A request by Amy Nations, Gunsmoke Enterprises, LLC, for review and consideration of a Series #11, Hotel/Motel liquor license application at 642 E Route 66.

RECONVENE TO REGULAR MEETING – 7:06

- C. Council will discuss and may approve a recommendation to the AZ Department of Liquor Licenses and Control for a Series #10 Wine & Beer liquor license for Mountain Man Mercantile.*

Councilmember McNelly made a motion to approve a recommendation to the AZ Department of Liquor Licenses and Control for a Series #10 liquor license for Mountain Man Mercantile. Councilmember Payne seconded the motion, and it carried.

- D. Council will discuss and may approve a recommendation to the AZ Department of Liquor Licenses and Control for a Series #11 Hotel/Motel liquor license for Gunsmoke Enterprises*

Councilmember McNelly made a motion to approve a recommendation to the AZ Department of Liquor Licenses and Control for a Series #12 liquor license for Gunsmoke Enterprise LLC. Councilmember Hiemenz seconded the motion, and it carried.

- E. Council may adopt Resolution No. 1355 authorizing the lease, purchase and/or finance of an AP655F from Caterpillar Financial Services Corporation.*

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
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**DECEMBER 14, 2017
COUNCIL ACTION**

Councilmember Payne made a motion to have Resolution No. 1355 read by number and title only. Councilmember Wurgler seconded the motion, and it carried.

The City Clerk read Resolution No. 1355 by number and title only.

Councilmember Payne made a motion to adopt Resolution No. 1355 authorizing the lease, purchase and/or finance of an AP655F from Caterpillar Financial Services. Councilmember Hiemenz seconded the motion, and it carried.

F. Council will discuss Resolution No. 1356 opposing the possible passage of the US National Parks Rate Increase.

- Councilmember McNelly explained the National Park Service increase to the public, and expressed how he feels it will be detrimental to the City of Williams and that the amount of increase is too great.

Councilmember McNelly made a motion to have Resolution No. 1356 read by number and title only. Councilmember Payne seconded the motion, and it carried.

The City Clerk read Resolution No. 1356 by number and title only.

Councilmember Hiemenz made a motion to adopt Resolution No. 1356 opposing the possible passage of the US National Parks Rate Increase. Councilmember Trapp seconded the motion, and it carried.

G. Council will discuss Resolution No. 1357 opposing the possible passage of the US Parks taking over Route 66.

- Vice-Mayor Dent is appalled at the thought that they want to take over the operation of Route 66, they do not have enough money or the needed manpower.
- Councilmember McNelly read from the narrative in the resolution it says, #1 "NOW BE RESOLVED, that a Council request that the House of Representatives and the National Parks Service consider proposed legislation including the language authorizing the United States to acquire for the National Trail Land within a 4. quarter miles either side of Route 66." That is in the legislation written, that they want to be authorized to buy land within one-quarter mile off of Route 66.
- *The question was asked, "By eminent domain, or when it is for sale?"*

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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DECEMBER 14, 2017
COUNCIL ACTION

- Councilmember McNelly noted that it is not specified. If they felt it necessary they might, as they have in the past, go after as they see necessary. McCain, O'Halleran and Gosar oppose H.R.801.
- There is concern because Route 66 come right through town. What if the City wanted to something within its own town, would we have to go before them for permission; probably.
- Let. Hixon stated that road closures would have to be approved through Park Services.
- There were additional reasons of concern.

Councilmember McNelly made a motion to read Resolution No. 1357 by number and title only. Councilmember Hiemenz seconded the motion, and it carried.

The City Clerk read Resolution No. 1357 by number and title only.

Councilmember Wurgler made a motion to adopt Resolution No. 1357 opposing the possible passage of the US Parks taking over Route 66. Councilmember McNelly seconded the motion, and it carried.

H. Council will discuss and may approve to extend the existing SBA Tower lease agreement.

- Vice-Mayor Dent wants to see a schedule of payments to the City beyond the 30 years, and it is not provided for the next 20 years what the base payment will be.
- Councilmember McNelly has issue with the length of the contract.

Councilmember Wurgler made a motion to table Item H regarding the extension of lease with SBA Tower until the second Council meeting in January 2018. Councilmember Hiemenz seconded the motion, and it carried.

I. Swearing in of Deputy City Clerk.

Vice-Mayor Dent swore in Susan Bennett as the City's new Deputy City Clerk.

J. Update on the City's transition of the APS electric payment process.

- Vice-Mayor Dent explained at this point the City has requested an extension with APS for the relocation of elective payment receipt until end of first quarter 2018.
- There is an estimated one time cost of \$100,000.00, and a \$3,600 monthly cost to allow our customers a call-in line for questions. We are a not comfortable at this time moving

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
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DECEMBER 14, 2017
COUNCIL ACTION

forward, but agree with APS, timing wise, the end of first quarter will work better for both parties.

- We are going to ask Jeff from K.R. Saline to come back and work with us on this. He has all the power purchase contracts done. These other two agreements will take a bit more time to work out. There was additional conversation of what the City might do with regards to the services and contracts; we are going to work through this.

Councilmember McNelly made a motion to enter into an extension with APS to move forward with contracts. Councilmember Payne seconded the motion, and it carried.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

K. Mayor and Council:

- Vice-Mayor Dent welcomed new City Manager Bill Lee on board. He is very impressed and feels he will do a good job.
- Councilmember McNelly thanked Bill Lee for choosing Williams to be his home. He thanked the City staff, Pam and Keith, and everybody who stepped up in recent times to make a lot of things really happen here in Williams; everybody sees it and knows it; we do. Glad things are working out as they are.
- Councilmember Payne wanted to publicly thank the Coconino County Board of Supervisors. They took our football team and they declared Dec 5th as Williams Vikings Day, took them to lunch. Thanked Matt Ryan's office for the nice gesture.

L. Staff Reports:

- Bill Lee thanked Council and staff allowing him to be a part of this community. He has met with 80% of the staff so far, and looks forward to meeting the police officers soon.
- Pam Galvan announced the launching of the City's new website between January 1 and 3rd, 2018.
- Assistant Fire Chief John Moede announced that Captain Kopicky was awarded Fire Fighter of The Year. He pointed out that there have been a number of accidents recently and reminded everyone to wear their seat belts. They have recruited 6 new fire fighters in 2017.
- Let. Hixon thanked Keith and Pam for making things happen in the absence of a City Manager. They were on the ball and helped us in getting things done in the department that they needed, instead of just saying they were not sure; they went ahead and discussed stuff and trusted us; so he and chief appreciates their work.

CITY OF WILLIAMS CITY COUNCIL

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DECEMBER 14, 2017
COUNCIL ACTION

Officer Anderson is back to work after being shot at, as well as Officer Wilson, and DPS is handling the investigation.

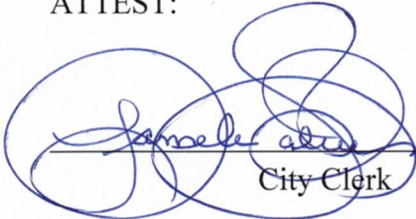
VII. ADJOURN

Vice-Mayor Dent adjourned the meeting at 7:35p.m.



Vice-Mayor Don Dent

ATTEST:



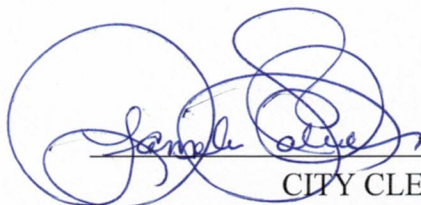
City Clerk

CERTIFICATION

State of Arizona,)
)
Coconino County,) ss.

I, PAMELA GALVAN, do hereby certify that I am the City Clerk of the City of Williams, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on December 14, 2017. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 15th day of December, 2017.



CITY CLERK