

## CITY OF WILLIAMS CITY COUNCIL

**REGULAR MEETING  
MAY 25, 2023  
7:00 P.M.**

**CITY COUNCIL CHAMBERS  
113 S. FIRST STREET  
WILLIAMS, ARIZONA**

### **AGENDA/AMENDED**

PURSUANT TO A.R.S. #38-431.02, NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE CITY COUNCIL AND THE GENERAL PUBLIC THAT THE CITY COUNCIL WILL HOLD A MEETING OPEN TO THE PUBLIC **THURSDAY, MAY 25, 2023, AT 7:00 P.M.** IN THE CITY COUNCIL CHAMBERS, 113 S. FIRST STREET, WILLIAMS, ARIZONA. THE COUNCIL MAY, BY MOTION, RECESS INTO EXECUTIVE SESSION FOR (A) LEGAL ADVICE IN ACCORDANCE WITH A.R.S. §38-431.03(A)(3), OR (B) DISCUSSION OR CONSIDERATION OF RECORDS EXEMPT BY LAW FROM PUBLIC INSPECTION IN ACCORDANCE WITH A.R.S. §38-431.03(A)(2), TO DISCUSS AND CONSIDER ANY ITEM CONTAINED IN THIS AGENDA. THE COUNCIL WILL DISCUSS AND MAY TAKE ACTION ON THE FOLLOWING MATTERS:

#### ***I. PROCEDURES***

- A. Call to Order
- B. Pledge of Allegiance and Invocation
- C. Roll Call
  - \_\_\_\_\_ Mayor Dent
  - \_\_\_\_\_ Vice Mayor McNelly
  - \_\_\_\_\_ Councilmember Cowen
  - \_\_\_\_\_ Councilmember Fritsinger
  - \_\_\_\_\_ Councilmember Campbell
  - \_\_\_\_\_ Councilmember Edes
  - \_\_\_\_\_ Councilmember Payne
- D. Approval of Minutes for May 11, 2023
- E. Adopt Agenda

#### ***II. PRESENTATIONS – Mayor Dent will declare Thursday, May 25<sup>th</sup>, 2023, the Williams Vikings Girls Softball Day throughout the city of Williams by proclamation.***

#### ***III. PUBLIC PARTICIPATION***

The Council cannot act upon items presented during the public participation portion of the agenda. Individual Council members may ask the public questions or respond to any criticisms. Still, the open meeting law prohibits the members from discussing or considering the items among themselves until the matter is officially placed on the agenda. However, the open meeting law allows the City Council to ask staff to review a case or place it on a future Council agenda. A person has a five-minute time period to speak. If a person has a written presentation that requires more than five minutes to present verbally, they should indicate the estimated time required on the sign-up sheet. The presiding officer may grant additional time if the agenda for the meeting is not too full. A registered spokesperson for a recognized community organization shall be afforded ten minutes provided other members of the same organization agree beforehand to withhold their comments on the same subject.

#### *Certification of Posting*

The undersigned hereby certifies that a copy of this notice was duly posted at Williams City Hall interior board and exterior board in accordance with the statement filed by the City Council with the City Clerk.

Date: \_\_\_\_\_ Time: Before 5 p.m. By: \_\_\_\_\_  
City Clerk Pamela Galvan

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**CITY OF WILLIAMS CITY COUNCIL**

**REGULAR MEETING  
MAY 25, 2022  
7:00 P.M.**

**CITY COUNCIL CHAMBERS  
113 S. FIRST STREET  
WILLIAMS, ARIZONA**

**AGENDA/AMENDED**

***IV. CONSENT AGENDA ITEMS –***

A. Approval of purchase orders.

***V. NON-CONSENT AGENDA ITEMS***

B. Consideration and action with the first reading of Ordinance No 998 levying upon the assessed valuation of the property within the City of Williams.

C. Consideration and action with the first reading, Ordinance No 999, levying upon the assessed valuation of the property within the Williams Community Facilities District.

D. Consideration and action regarding Resolution No 1431 to authorize the application for a clean water state revolving fund loan from Arizona's water infrastructure finance authority (WIFA).

E. Consideration and action regarding the proposed Integrated Resource Plan.

***VI. REPORTS, CURRENT EVENTS, AND INFORMATION ITEMS***

Mayor and Council

Staff

***VII. ADJOURN***

**I. PROCEDURES****A. Call to Order 7:00 PM**

Mayor Dent called the meeting to order, and Kerry-Lynn Moede provided the invocation.

**B. Roll Call**

**Present: Mayor Don Dent, Vice-Mayor Frank McNelly, Councilmember Michelle Campbell, Councilmember Mike Cowen, and Councilmember Ken Edes. Absent were Councilmember Craig Fritsinger, and Councilmember Lee Payne.**

Present City Staff: Finance Director Barbara Bell, Police Sgt. Mike Chelpka, Public Works Director Aaron Anderson, Fire Chief Chase Pearson, and City Clerk Pamela Galvan.

**C. Approval of Minutes for April 13, 2023.**

**Motion:** *To approve the Minutes for April 13, 2023.*

**Action:** *Approved*

**Moved by** *Councilmember Cowen, Seconded by Councilmember McNelly.*  
**The motion passed unanimously.**

**D. Adopt Agenda**

**Motion:** *To approve the agenda as presented.*

**Action:** *Adopted*

**Moved by** *Councilmember Edes, Seconded by Councilmember Cowen.*  
**The motion passed unanimously.**

**II. PRESENTATIONS – None****III. PUBLIC PARTICIPATION – None****IV. CONSENT AGENDA ITEMS –****A. Approval of check register for the month ending April 30, 2023.****B. Approval of purchase orders.**

**Motion:** *To approve the consent agenda items as presented.*

**Moved by** *Councilmember Edes, Seconded by Councilmember Campbell.*

**Motion passed unanimously**

**V. NON-CONSENT AGENDA ITEMS*****C. Consideration and action in appointing an ad hoc committee to address the city's parking.***

Mayor Dent reviewed a list he had created, noting many parking issues throughout the city. He noted there is an ordinance in place that needs to be enforced.

He is asking for the council's advice if they wish to handle it themselves or create an ad hoc committee to address and work to resolve it.

He mentioned a parking system Tim and Joanna have been looking into for the city.

**Council wishes to work with staff first.**

***D. Consideration and action regarding the implementation of a citywide building moratorium.***

***Motion:*** To direct staff to work with legal on a moratorium solution.

***Moved by*** Councilmember McNelly, ***Seconded by*** Councilmember Cowen

***Motion passed unanimously***

**VI. REPORTS, CURRENT EVENTS, AND INFORMATION ITEMS****Mayor and Council –**

- Clean-up day

**Staff –**

- Fire Chief Pearson noted that the city's ISO rating improved from 5 to 4, noting that it was largely due to the council's support.
- They met with Coconino County Community College. They are starting a caveat program in Williams with some fire science classes.
- May 20 is the Fire vs. PD event fundraiser.
- Aaron noted that B4 is back and that Dogtown should be complete in 3 weeks.

**VII. ADJOURN 7:30 PM**

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**CITY OF WILLIAMS CITY COUNCIL**

**ANNOTATED MINUTES  
AGENDA ITEM**

**PAGE 3**

**MAY 11, 2023  
COUNCIL ACTION**

Mayor Don Dent

ATTEST:

\_\_\_\_\_  
City Clerk Pamela Galvan

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 May 11, 2023. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 15th day of May 2023.

\_\_\_\_\_  
City Clerk Pamela Galvan



## PROCLAMATION

A Proclamation of the Mayor and City Council of the City of Williams, Arizona, declaring Thursday, May 25<sup>th</sup>, 2023 as Williams Vikings Girls Softball Day in the City of Williams.

**WHEREAS**, The Williams Unified School District #2 Vikings Girls Softball Team had an outstanding season, compiling a 28-6 record and defeating the Joseph City Wildcats on May 12<sup>th</sup>, 2023 at ASU's Farrington Field by a score of 11-9 to win the State Championship; and

**WHEREAS**, the Lady Vikings were also presented with the 1A Conference Sportsmanship award, the Lady Vikings have brought great pride to the City of Williams by their accomplishments both on and off the field; and

**WHEREAS**, this victory marks the second time in a three-year period that the Vikings have won the State Championship; and

**WHEREAS**, the Mayor and Council of the City of Williams desire to express recognition toward the players and coaches for all their dedication and hard work this season;

**NOW, THEREFORE, BE IT PROCLAIMED**, that I, Don Dent, Mayor of the City of Williams, do publically and officially declare Thursday, May 25<sup>th</sup>, 2023 as Williams Vikings Girls Softball Day throughout the City of Williams.

**PROCLAIMED THIS THE 25<sup>th</sup> DAY OF MAY, IN THE YEAR 2023  
BY THE MAYOR OF THE CITY OF WILLIAMS, ARIZONA.**



Don Dent,  
Mayor



Pamela Galvan,  
City Clerk

# Purchase Order

**P. O. Number: 477**

City of Williams  
113 S First St  
Williams AZ 86046

PHONE: 928-635-4451  
FAX: 928-635-4495



**To: 13212**

UPSTATE WHOLESALE SUPPLY INC  
BRITE  
7647 MAIN STREET FISHERS  
VICTOR NY 14564

**Ship to:**

CITY OF WILLIAMS  
113 S FIRST ST  
WILLIAMS AZ 86046

P. O. Date	Created By	Requested By	Department	Approved By	Req Number
05/10/2023	kayhill		930 - POLICE DEPT		0

Quantity	Description	Activity No.	Unit Price	Total
1.00	PD MOBILE COMPUTERS	24-930-8950.086 68	30,940.00	30,940.00
1.00	PD PRINTERS	24-930-8950.086 68	7,550.00	7,550.00
SHIPPING / HANDLING				
SALES TAX				3,802.81
TOTAL PO AMOUNT				42,292.81

**Notes:**

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

# City of Williams, Arizona Requisition Form

Date: 05-09-2023	Requested by: Theresa Johnson	City Department: PD
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P.O. #	Vendor #	
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**Vendor Name & Address:**  
 Brite Upstate Wholesale Supply Inc, 7647 Main Street Fishers Victor, NY 14564

<input checked="" type="checkbox"/> Check Here if a PO is required	<input type="checkbox"/> Check Here if this is a New Vendor (if so, please attach W-9 & certificate of insurance)	
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<input checked="" type="checkbox"/> Check Here if this Purchase Exceeds \$10,000	City Council Approval Date:
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Item Requested	QTY	Account Number	Cost Per Unit	Total Cost
See Quote #004049 - Mobile Computers	1	24-930-8950.086 - Activity #68	\$ 30,940.00	\$ 30,940.00
See Quote #004315 - Printers	1	24-930-8950.086 - Activity #68	\$ 7,550.00	\$ 7,550.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

tax  
3017.59  
tax  
785.22

<b>NOTES:</b> \$42,184.00 will be reimbursed from GOHS Grant - \$108.81 overage is tax increase that will be covered by PD GL if final invoice reflects overage.	FREIGHT	\$ 0.00
	TAX	\$ 3,802.81
	<b>TOTAL</b>	<b>\$ 42,292.81</b>

Department Head Approval 	Finance Approval	City Manager Approval
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GOVERNOR'S OFFICE OF  
HIGHWAY SAFETY

STATE OF ARIZONA

HIGHWAY SAFETY CONTRACT

This page, the Project Director's Manual and attached hereto and incorporated herein by reference, constitute the entire Contract between the parties hereto unless the Governor's Highway Safety Representative authorizes deviation in writing.

FAIN: 69A3752330000405cAZ0

Assistance Listings: 20.616

1. <b>APPLICANT AGENCY</b> Williams Police Department		<b>GOHS CONTRACT NUMBER:</b> 2023-405c-014
<b>ADDRESS</b> 501 West Route 66, Williams, AZ 86046		<b>PROGRAM AREA:</b> 405c
2. <b>GOVERNMENTAL UNIT</b> City of Williams		<b>AGENCY CONTACT:</b> Theresa Johnson
<b>ADDRESS</b> 113 South 1st Street		3. <b>PROJECT TITLE:</b> Traffic Records Enforcement Related Materials and Supplies (Laptops, Accessories, Printers, Cables and Mounts)
4. <b>GUIDELINES:</b> 405c		
5. <b>BRIEFLY STATE PURPOSE OF PROJECT:</b> Federal 405c funds will support Materials and Supplies: Laptops, Accessories, Printers, Cables and Mounts to enhance Traffic Records Enforcement throughout the City of Williams.		
6. <b>BUDGET</b> <b>COST CATEGORY</b>		<b>Project Period</b> <b>FFY 2023</b>
I. <b>Personnel Services</b>		\$0.00
II. <b>Employee Related Expenses</b>		\$0.00
III. <b>Professional and Outside Services</b>		\$0.00
IV. <b>Travel In-State</b>		\$0.00
V. <b>Travel Out-of-State</b>		\$0.00
VI. <b>Materials and Supplies</b>		\$42,184.00
VII. <b>Capital Outlay</b>		\$0.00
<b>TOTAL ESTIMATED COSTS</b>		<b>\$42,184.00</b>
<b>PROJECT PERIOD</b>	<b>FROM:</b> Effective Date (Date of GOHS Director Signature)	<b>TO:</b> 09-30-2023
<b>CURRENT GRANT PERIOD</b>	<b>FROM:</b> 10-01-2022	<b>TO:</b> 09-30-2023
<b>TOTAL FEDERAL FUNDS OBLIGATED THIS FFY: \$42,184.00</b>		

A political subdivision or State agency that is mandated to provide a certified resolution or ordinance authorizing entry into this Contract must do so prior to incurring any expenditures. Failure to do so may result in termination of the awarded Contract.

# Brite

**We have prepared a quote for you**

**Williams Police Department - AZ (7) Getac S410's**

Quote # 004049

Version 1

**Prepared for:**

**Williams Police Department - AZ**

Theresa Johnson

tjohnson@williamsaz.gov

Upstate Wholesale  
Supply Inc

7647 main Street  
Fishers

Victor, NY

14564

585 849 6000

## Items

Product Details	Qty	Price	Ext. Price
SP276AQASCBX S410G4: i5-1135G7, WinHello, Win11+16GB, 256GB PCIe SSD, SR FHD LCD+TS+Stylus, Backlit KBD, WIFI+BT+4G+GPS+PT, TraCS BCR, TB4, 3 Year Limited Warranty	7	\$3,025.00	\$21,175.00
GE-SVSRNFW3Y ( Bumper to Bumper )- Semi-Rug Laptop (Year 1, 2 & 3)	7	\$275.00	\$1,925.00
GDVPGH Getac S410 Gamber Johnson Vehicle Dock w/ Triple RF (adapter not included)	7	\$750.00	\$5,250.00
590GBL000241 Getac Cell/LTE, WiFi, GNSS, 19ft coax, color white, new form factor (Threaded bolt)	7	\$205.00	\$1,435.00
590GBL000515 LIND, 120W DC/DC Adapter	7	\$165.00	\$1,155.00
Subtotal:			\$30,940.00

# Brite

## Williams Police Department - AZ (7) Getac S410's



Prepared by:

**Brite**

Ryan Nye

(585)869-6087

Fax 585-758-0222

[rnyeb@brite.com](mailto:rnyeb@brite.com)

Prepared for:

**Williams Police Department - AZ**

501 W Route 66

Williams, AZ 86046

Theresa Johnson

(928) 635-4461

[tjohnson@williamsaz.gov](mailto:tjohnson@williamsaz.gov)

Quote Information:

**Quote #: 004049**

Version: 1

Delivery Date: 05/08/2023

Expiration Date: 05/31/2023

### Quote Summary

Description	Amount
Items	\$30,940.00
Subtotal:	\$30,940.00
Estimated Tax:	\$3,017.59
Total:	\$33,957.59

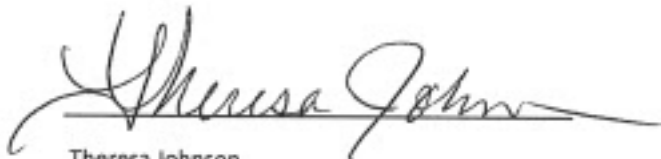
- Agreed upon payment terms: NET 30
- Any changes to the orders after acceptance may result in additional fees.
- Any returns must be accompanied by a return authorization and will be subject to restocking fees.
- All services will be invoiced upfront and efforts debited against the units described above.
- All Professional Services credits are valid for a period of 1 year from time of purchase and shall be planned in advance with a minimum of four (4) week notice period
- All hardware and accessories will be invoiced when shipped.
- All software will be invoiced upon delivery of license.
- All subscriptions will be invoiced when activated.
- Terms and conditions listed within a Master Services Agreement or Statement of Work supersede any listed here.
- Travel costs will be billed separately unless otherwise stated.
- All support is considered manufacturers depot warranty support unless otherwise stated.
- All taxes on this quote are estimated. Appropriate taxes will be calculated and included at the time of Invoice.

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

# Brite

Williams Police Department - AZ

Signature:



Name:

Theresa Johnson

Date:

4/25/23



# Brite

## **We have prepared a quote for you**

**Williams Police Department - AZ - Printers (7)**

Quote # 004315

Version 1

**Prepared for:**

**Williams Police Department - AZ**

Theresa Johnson

tjohnson@williamsaz.gov

# Brite

## Items

Product Details		Qty	Price	Ext. Price
PJ822	PocketJet 8, 200dpi, 8.5 Width, Thermal Printer with USB C Connectivity/Charging, 2 Year Premier Warranty	7	\$350.00	\$2,450.00
LB3692	Brother Auto Adapter - 12 V DC Input	7	\$25.00	\$175.00
LB3667	Standard Roll Paper - 7 Year Archiveability 36 Rolls Per Pack (100 pages per roll)	1	\$270.00	\$270.00
LBX110001	Brother USB/USB-C Data Transfer Cable - 10 ft USB/USB-C Data Transfer Cable - First End: USB Type A - Second End: USB Type C	7	\$25.00	\$175.00
OHPM-PJ6H-U	Hinged Overhead Printer Mount for Brother PJ6/PJ7 6" Printer, for Trucks and SUV's	7	\$250.00	\$1,750.00
4910LR-152-LTRK	L-TRON 4910LR LICENSE READER KIT - TRACS COMPATIBLE NYSOGS	7	\$390.00	\$2,730.00
			Subtotal:	\$7,550.00

# Brite

## Williams Police Department - AZ - Printers (7)



Prepared by:

**Brite**

Ryan Nye  
(585)869-6087  
Fax 585-758-0222  
rnye@brite.com

Prepared for:

**Williams Police Department - AZ**

501 W Route 66  
Williams, AZ 86046  
Theresa Johnson  
(928) 635-4461  
tjohnson@williamsaz.gov

Quote Information:

**Quote #: 004315**

Version: 1

Delivery Date: 02/15/2023

Expiration Date: 03/17/2023

### Quote Summary

Description	Amount
Items	\$7,550.00
Subtotal:	\$7,550.00
Estimated Tax:	\$785.22
Total:	\$8,335.22

- Agreed upon payment terms: NET 30
- Any changes to the orders after acceptance may result in additional fees.
- Any returns must be accompanied by a return authorization and will be subject to restocking fees.
- All services will be invoiced upfront and efforts debited against the units described above.
- All Professional Services credits are valid for a period of 1 year from time of purchase and shall be planned in advance with a minimum of four (4) week notice period
- All hardware and accessories will be invoiced when shipped.
- All software will be invoiced upon delivery of license.
- All subscriptions will be invoiced when activated.
- Terms and conditions listed within a Master Services Agreement or Statement of Work supersede any listed here.
- Travel costs will be billed separately unless otherwise stated.
- All support is considered manufacturers depot warranty support unless otherwise stated.
- All taxes on this quote are estimated. Appropriate taxes will be calculated and included at the time of Invoice.

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

# Brite

Williams Police Department - AZ

Signature:



Name:

Theresa Johnson

Date:

4/25/23

## **ORDINANCE NO. 998**

**AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLIAMS, ARIZONA, LEVYING UPON THE ASSESSED VALUATION OF THE PROPERTY WITHIN THE CITY OF WILLIAMS, ARIZONA, SUBJECT TO TAXATION SUFFICIENT TO RAISE THE AMOUNT ESTIMATED TO BE RECEIVED FROM OTHER SOURCES OF REVENUE; PROVIDING SUMS FOR VARIOUS FUND REDEMPTIONS, FOR THE PURPOSE OF PAYING INTERESTS UPON BONDED INDEBTEDNESS AND PROVIDING FUNDS FOR GENERAL MUNICIPAL EXPENSES, ALL FOR THE FISCAL YEAR ENDING THE 30<sup>TH</sup> DAY OF JUNE, 2024.**

**WHEREAS**, by the provision of State Law, the Ordinance levying taxes for fiscal year 2023-2024 is required to be finally adopted not later than the third Monday in August; and

**WHEREAS**, the County of Coconino is the assessing and collecting authority for the City of Williams, the Clerk is hereby directed to transmit a certified copy of this ordinance to the County Assessor and the Board of Supervisors of the County of Coconino, Arizona.

**NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLIAMS, AS FOLLOWS:**

**Section 1.** There is hereby levied upon each One Hundred (\$100.00) Dollars of the assessed value of all properties, both real and personal, within the corporate limits of the City of Williams, except such property as may be made by law exempt from taxation, a primary property tax rate of **1.0251** for the fiscal year ending on the 30<sup>th</sup> day of June, 2024. If such sums exceed the maximum levy allowed by law, the Board of Supervisors of the County of Coconino is hereby authorized to reduce the levy to the maximum allowable by law after providing notice to the City.

**Section 2.** Failure by the county officials of Coconino County, Arizona, to properly return the delinquent list, any irregularity in assessment or omissions in the same, or any irregularity in any proceeding shall not invalidate such failure or neglect of any officer of officers to timely perform any of the duties assigned to him, or to them, shall not affect the lien of the City of Williams upon such property for the delinquent taxes unpaid thereon; overcharges as to part of the collection of taxes or of cost shall not invalidate any proceedings for the collection of taxes or the foreclosure; and all acts of officers de facto shall be valid as if performed by officers de jure.

**Section 3.** All ordinances and parts of ordinances in conflict herewith are hereby repealed.

**Section 4.** That the immediate operations of the provisions of this ordinance are necessary for the public peace, health and safety of the residents of the City of Williams, that an



Emergency is, therefore, declared to exist; and that this ORDINANCE SHALL BE IN FULL FORCE AND EFFECT IMMEDIATELY UPON ITS PASSAGE AND ADOPTION BY THE COUNCIL OF THE CITY OF WILLIAMS.

**PASSED, APPROVED AND ADOPTED** by the Mayor and Council of the City of Williams, Arizona, this \_\_\_\_ day of \_\_\_\_\_, 2023, by a vote of \_\_\_\_ in favor, and \_\_\_\_ opposed.

CITY OF WILLIAMS  
AN ARIZONA CORPORATION

\_\_\_\_\_  
Don Dent, Mayor

ATTEST:

\_\_\_\_\_  
Pamela Galvan, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Mangum, Wall, Stoops, and Warden, P.L.L.C  
City Attorney

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**ORDINANCE NO. 999**

**AN ORDINANCE LEVYING UPON THE ASSESSED VALUATION OF THE PROPERTY WITHIN THE WILLIAMS COMMUNITY FACILITIES DISTRICT, WILLIAMS, ARIZONA, SUBJECT TO TAXATION SUFFICIENT TO RAISE THE AMOUNT ESTIMATED TO BE RECEIVED FROM OTHER SOURCES OF REVENUE, ALL FOR THE FISCAL YEAR ENDING THE 30TH DAY OF JUNE, 2024.**

**WHEREAS**, by the provision of State Law, the Ordinance levying taxes for fiscal year 2023-2024 is required to be finally adopted not later than the third Monday in August; and

**WHEREAS**, the County of Coconino is the assessing and collecting authority for the Williams Community Facilities District, the Clerk is hereby directed to transmit a certified copy of this ordinance to the County Assessor and the Board of Supervisors of the County of Coconino, Arizona.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF WILLIAMS, AS FOLLOWS:**

**Section 1.** There is hereby levied upon each One Hundred (\$100.00) Dollars of the assessed value of all properties, both real and personal, within the limits of the Williams Community Facilities District, except such property as may be made by law exempt from taxation, a primary property tax rate sufficient to raise the sum of Seven Thousand five hundred and 00/100 (\$7,500.00) Dollars for the fiscal year ending on the 30th day of June, 2024. If such sums exceed the maximum levy allowed by law, the Board of Supervisors of the County of Coconino is hereby authorized to reduce the levy to the maximum allowable by law after providing notice to the City.

**Section 2.** Failure by the county officials of Coconino County, Arizona, to properly return the delinquent list, any irregularity in assessment or omissions in the same, or any irregularity in any proceeding, shall not invalidate such failure or neglect of any officer or officers to timely perform any of the duties assigned to him, or to them, shall not affect the lien of the City of Williams upon such property for the delinquent taxes unpaid thereon; overcharges as to part of the collection of taxes or of cost shall not invalidate any proceedings for the collection of taxes or the foreclosure; and all acts of officers de facto shall be valid as if performed by officers de jure.

**Section 3.** All ordinances and parts of ordinances in conflict herewith are hereby repealed.

**Section 4.** That the immediate operations of the provisions of this ordinance is necessary for the public peace, health and safety of the residents of the Williams Community Facilities District, that an Emergency is, therefore, declared to exist; and that this ORDINANCE SHALL BE IN FULL FORCE AND EFFECT IMMEDIATELY UPON ITS PASSAGE AND ADOPTION BY THE COUNCIL OF THE CITY OF WILLIAMS.

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**PASSED APPROVED AND ADOPTED**, by the Mayor and Council of the City of Williams, Arizona this \_\_\_\_ day of \_\_\_\_\_, 2023, by a vote of \_\_\_\_ in favor and \_\_\_\_ opposed.

\_\_\_\_\_  
Don Dent, Mayor

ATTEST:

\_\_\_\_\_  
Pamela Galvan, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Mangum, Wall, Stoops, and Warden, P.L.L.C  
City Attorney

RESOLUTION NO. 1431

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF WILLIAMS, ARIZONA, A MUNICIPAL CORPORATION OF ARIZONA, TO AUTHORIZE THE APPLICATION FOR A CLEAN WATER STATE REVOLVING FUND LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA

WHEREAS, the City of Williams, Arizona, has identified a need for clean water capital improvement projects; and

WHEREAS, pursuant to Sections 9-521 through 540, Arizona Revised Statutes, and specifically Section 9-571, Arizona Revised Statutes, such City may obligate the revenues generated by its utility system to repay a loan from the Water Infrastructure Finance Authority of Arizona ("WIFA"); and

WHEREAS, such City certifies that the population of the community is under 150,000 in population as of the most recent U.S. Census Date; and

WHEREAS, it is in the best interest of such City to pursue and apply for financial assistance from WIFA of an amount not to exceed \$20,000,000 for such clean water capital improvement projects; and

WHEREAS, the population of such City at the time of this request is less than 150,000, which meets the requirement under Section 9-571, Arizona Revised Statutes;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF WILLIAMS, ARIZONA, as follows:

Section 1. The City Manager and Finance Director of such City are hereby authorized to apply for Clean Water State Revolving Fund financial assistance from WIFA.

Section 2. The City Manager and Finance Director of such City are authorized to take such actions as are necessary to apply for financial assistance in an amount not to exceed \$20,000,000 payable from revenues of the utility system and other sources to be described in the loan agreement evidencing the loan from WIFA.

Section 3. All actions of the officers and agents of such City which conform to the purposes and intent of this resolution and which further the completion of the application as contemplated by this resolution, whether heretofore or hereafter taken are hereby ratified, confirmed and approved. The proper officers and agents of such City are hereby authorized and directed to do all such acts and things and to execute and deliver all such application documents on behalf of such City as may be necessary to carry out the terms and intent of this resolution.

PASSED by the Mayor and Council of the City of Williams, Arizona, this 25th day of May  
2023.

Don Dent, Mayor, City of Williams, Arizona

ATTEST:

Pamela Galvan, City Clerk, City of Williams,  
Arizona



## Staff Report



**To:** City Council

**From:** Tim Pettit

**Date:** 5-22-23

**Subject:** Western Area Power Agency (WAPA), Integrated Resource Plan

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**Background:** The City is a member of Southwest Public Power agency, SPPA, with 22 members, together we seek required power to operate our public power needs through the wholesale market. WAPA is one of the power suppliers that we purchase our power and they require a 5 year Integrated Resource Plan. The attached IRP shows the City's future commitment and need for WAPA power (Parker-Davis) and also displays how those needs are to be met.

KR Saline, as the City's consultant, wrote this report knowing the city's future need and commitment.

**Recommendation:** after consulting with KR Saline and reviewing this report I recommend that Council approve's this report to be submitted to WAPA



*City of Williams*

# **INTEGRATED RESOURCE PLAN**

**CITY OF WILLIAMS  
STATE OF ARIZONA**

**March 8, 2023**

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## Profile Data

The City of Williams ("City" or "Williams") is located in north central Arizona in the Kaibab National Forest. The City was established in 1881 and was incorporated in 1901. Due to its proximity to the Grand Canyon National Park, as well as Historic Route 66, tourism has been and continues to be a major source of revenue for the City. According to the 2020 Census Bureau, the estimated population of the city is just over 3,200.

The City currently serves water, wastewater, and electricity and is governed by a mayor, vice mayor and five council members and a city manager. As of the end of calendar year 2015, Williams served electricity to approximately 2,100 customers. To facilitate these sales, Williams owns a 4.2 kV distribution system which is used to deliver electric service to its customers. Williams's electric boundaries are currently limited to electric loads located within the City of Williams limits. A map of the City limits is attached as **Appendix A**.

The City's current council members and relevant contact persons are detailed below.

- **City Council Members**

Don Dent—Mayor  
 Frank McNelly—Vice Mayor  
 Michelle Campbell  
 Mike Cowen  
 Ken Edes  
 Craig Fritsinger  
 Lee Payne

- **Contact Persons**

Tim Petit – City Manager  
 City of Williams  
 113 S. First Street  
 Williams, AZ 86046-2549  
 Ph: (928) 635-4451  
 Fax: (928) 635-4495

Jeffrey Woner —Engineering Consultant  
 K. R. Saline & Associates, PLC  
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 Fax: (480) 610-8796

Since January 2018, the City of Williams has been an active member of the Southwest Public Power Agency, Inc. ("SPPA"), a joint action agency operating a power pool in Arizona. SPPA manages all or most of its members' power resources and facilitates the supply of additional energy needed to meet their customers' loads and sell short-term excess thermal energy into the wholesale market. SPPA also allows participants the ability to enhance the value of their power supply and transmission resources and improve access to additional energy markets. The SPPA members include 22 public power and tribal utilities who have joined together to pursue the economical development and ownership of future power generating resources and purchased power contracts.

Williams's power supply consists of a long-term contract for hydroelectric power supplied from Boulder Canyon Project (Hoover Power) via an allocation under the Arizona Power Authority ("the Authority"), Parker-Davis Project power ("Parker-Davis") via an allocation under the Western Area Power Administration ("Western"), and an allocation of Mesquite Generation Station capacity and energy via Williams SPPA membership. In addition, as a member of SPPA, Williams has the ability to purchase supplemental power through the SPPA power pool. The City also has an allocation of the forthcoming Box Canyon Solar Project. Energy imbalance is provided from the Arizona Public Service ("APS") via energy deviation accounting.

The Box Canyon Solar Project ("Box Canyon") is a new 300-Megawatt solar Power Purchase Agreement among SPPA entities. Through its membership with SPPA, the City of Williams is committing to the 20-year agreement for a portion of the projects output. The project's commissioning date is anticipated to occur in 2025.

In August 2018, Williams entered into a new long-term contract for firm capacity and energy anchored by the Mesquite Generating Station located near Palo Verde ("Mesquite Power"); this power purchase agreement became effective in September 2018.

The power and energy from the Authority and Western are transmitted over Western's Parker-Davis transmission system to APS's transmission system, which in turn delivers the power and energy to two APS-owned substations. The power and energy are distributed to City customers over facilities owned by the City.

The policies for service, rates and taxes for power provided by Williams to its customers are determined and set by its City Council. Copies of Williams' current rate schedules are attached as **Appendix B**.

The resource scheduling and utilization of the City's resources have been managed through Authority's Hoover Resource Exchange Program, Parker-Davis Resource Exchange Program, and the SPPA Power Pool. These resource management programs have provided flexibility for the City to re-pattern its resources monthly to meet its changing loads and exchange the resources with other preference entities who can temporarily utilize the power during the same periods. The City anticipates that current federal resources under contract, Hoover Resource Exchange Program, Parker-Davis power, the Mesquite Contract, the SPPA Pool and future solar and battery resources will be sufficient for the City to meet its monthly power and energy requirements over the next five-year period.



Like many others, the City and its customers are currently facing considerable financial challenges. Due to its history of reliance on surface water supplies, the City has historically suffered from drought. Since the early nineties, Williams has become more aggressive in the pursuit of self-sufficiency in water production from underground sources. In order to secure a reliable source of water, Williams has been forced to invest substantial funds into the drilling and operation of deep wells. Both the initial investment in these wells and their ongoing operation have drained the City's financial resources and necessitated the delay of other needed investments in the City's infrastructure. Therefore, the financial benefit of the Parker-Davis resource continues to be paramount for the City.

## **Goals and Objectives**

- Provide Reliable Electric Power at Lowest Practicable Cost, Consistent With Sound Business Principles
- Enhance Customer Financial Stability by Providing Services which Provide Long-Term Stability in Electric Power Rates

## **Competitive Situation**

- **Contract Information**

Western Area Power Administration (Parker-Davis Contract)  
 Reciprocal Distribution Wheeling Service Agreement (APS)  
 Operation, Maintenance, Construction and Office Functions Agreement (APS)  
 Arizona Power Authority (Hoover Power Contract)  
 Power Purchase Agreement with Mesquite Power, LLC  
 SPPA Pooling Agreement

- **Regulations Applicable to Williams**

Energy Planning and Management Program (EPACT '00)

## Load and Resource Information

- **Historical and Five-Year Load Forecast:**

Oct-Sep	Energy @Substation (kWh)
2012	38,493,423
2013	38,206,604
2014	39,300,657
2015	40,499,988
2016	44,405,568
2017	43,005,977
2018	44,862,814
2019	48,341,102
2020	47,090,221
2021	48,835,689

***Current Forecast***

2022	48,835,689
2023	48,835,689
2024	48,835,689
2025	48,835,689
2026	48,835,689

See **Appendix C** for a summary of the historical monthly load information (by operating year) as well as a graphical illustration of how the City schedules its resources to cover its loads in a typical year.

- **Customer Profile Information**

The City's customers are currently divided amongst calendar year 2021 energy sales as follows:

Commercial—66%  
Residential—23%  
Public Use—10%

See **Appendix C** for a graphical illustration.

- **Supply Side Resources**

Williams anticipates that continuation of the Hoover Resource Exchange Program, Parker-Davis Project resource, and SPPA will be sufficient for the City to meet its monthly power and energy requirements through the short-term planning period. Some supplemental power will continue to be purchased from time-to-time to cover any short-term power requirement deviations. For the long-term planning period, the City does not currently anticipate that any additional long-term resources will be required. However, Williams will continue to evaluate its resource options and explore opportunities to diversify its resource portfolio.

**Parker-Davis Project at Pinnacle Peak**

- Winter Season CROD: 1,000 kW
- Summer Season CROD: 1,000 kW
- Total annual firm energy: 5,144,000
- Contract Term: Expires September 30, 2028

**Power Purchase Agreement (Mesquite Power, LLC)**

- Firm Capacity and Energy
  - 5,000 kW
  - Energy as needed
- Expires December 31, 2046

**Southwest Public Power Agency, Inc. – Project Pool**

- Class A membership

**Arizona Power Authority Power Sales Contract (Hoover Power) at Mead Substation**

- Hoover D2 Capacity & Energy
  - 883 kW (Maximum with Hoover Firming Capacity)
  - 1,926,567 kWh (Contract Entitlement)
- Effective October 1, 2017; expires September 30, 2067

**Box Canyon Power Purchase Agreement**

- Capacity and Energy
  - 5,900 kW
  - Energy as needed
- Contract Term: 20 years

- **Demand Side Resources**

Williams is in the process of implementing several Demand Side Management (“DSM”) activities. These activities are ultimately expected to include the distribution of promotional leaflets at local gatherings, bill inserts with conservation tips, posting conservation tips on a website, and a light bulb exchange or rebate program.

## Identification and Comparison of Resource Options

The identification of options for additional resources within this Integrated Resource Plan is coordinated through an examination of the costs and benefits for each resource. Due to the limited nature of the City's financial and administrative resources, the examination of additional resources often indicates that the additional cost to the City may be prohibitive. Nevertheless, Williams will continue to look for additional opportunities for energy savings 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 is considered by Williams' City Council in public meetings and combined with other information to select an Action Plan for the City which conforms with the regulations and guidelines of the Energy Planning and Management Program. The selection of the City's Action Plan also includes consideration for reliability of service, economics, rate impacts and price elasticity, environmental effects, regulatory impacts and risks, legal considerations and risks, competitive impacts, social acceptance and public considerations and any other factors which may be identified from time-to-time which may be pertinent in selecting or implementing an Action Plan.

## Action Plan

- **Resource Action Plan**

The time period covered by Williams' Action Plan is the five-year period from 2022 through 2026.

The City 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 Hoover, Parker Davis power, and Mesquite to supply as much as possible of the City's projected long-term power requirements. The continuation of the Hoover Resource Exchange Program, the Parker-Davis Project, and the SPPA power pool will be sufficient for the City to meet its monthly power and energy requirements through the short-term planning period. Additional purchases of SPPA Pooled supplemental power will continue to be made from time-to-time to offset any short-term power deviations through 2026.

For the long-term planning period, the City continuously reevaluates the possible need for new resources, the availability of less costly resources and the potential for additional DSM activities. Via SPPA, Williams is currently finalizing an agreement that will provide new solar resources. 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.

In the event the loads of the City are projected to materially increase above those levels represented in the Load and Resource information, other than normal deviations due to weather impacts, the City will review its forecast and evaluate the need for modifying its Integrated Resource Plan ("IRP") and notify Western accordingly. In any event, Williams will evaluate its load forecast and resource information in detail every five years and refresh its IRP, in accordance with Western's regulations.

- **Conservation Action Plan**

The City is in the early stages of the implementation of several demand-side management activities to promote and maintain energy efficiency and customer awareness for conserving electric resources.

**Period:** Calendar Year 2022 through 2026

**Activities:** Conservation Information and Public Education

- **Validation and Evaluation**

**Conservation Information and Public Education**

Over the five-year planning period, Williams intends to initiate and maintain several public education programs to promote energy efficiency and conservation. The programs under consideration include the placement of conservation tips on the City website, customer bill inserts containing conservation tips, distribution of promotional leaflets at local gatherings, and the creation of a light bulb exchange or rebate program. Currently, Williams anticipates that these programs will be phased in according to the following schedule:

Activity	Target Implementation Date
Placement of conservation tips on the City website	October 1, 2022
Distribution of conservation leaflets at local gatherings	January 1, 2023
Creation of a light bulb exchange or rebate program	July 1, 2023

Each of these programs is intended to educate the customers of Williams on activities they can pursue to conserve energy over both the short-term and long-term horizons. In addition, the light bulb exchange /rebate program is intended to provide a financial incentive to encourage the use of compact fluorescent bulbs. By educating its customers



and promoting the conservation of energy, Williams hopes to realize energy savings, which will be beneficial on both an environmental and economic level. The ability of Williams to implement these programs depends on sufficient availability of financial and personnel resources, so the timeline above may be adjusted in response to future fluctuations in those resources.

## **Environmental Effects**

The City is required, to the extent practicable, to minimize adverse environmental effects of new resource acquisitions and document these efforts in the IRP. As noted above, the City has secured an additional long-term allocation of Hoover Resources which became effective October 1, 2017. No additional adverse environmental effects are associated with this acquisition, as it is already an existing City resource. Furthermore, the continued use of this hydro resource will help the City avoid future purchases from coal-fired generation, or market purchases from a blended fuel mix which may include nuclear or coal. In addition, this resource will allow the City the flexibility to incorporate additional renewable resources which require firming, such as wind or solar generation. Ultimately, the City intends to utilize hydro resources and its firming capabilities through the Hoover Resource Exchange Program, the Parker-Davis Project, and SPPA to meet the majority of its electric loads. In addition, Williams's pending agreement via SPPA for new solar resources in 2025 will assist the City in addressing potential drought related impacts to hydroelectric generation. To the extent the City utilizes the firming capabilities of SPPA and the Parker-Davis Project to maximize its hydro resources and adds additional renewable resources, such efforts should be environmentally beneficial since such increased utilization would offset thermal generation purchases.

## **Public Participation**

Williams has held one public meeting to discuss the development of its IRP.

Prior to the meeting, the City published notice in advance of the meeting, giving the time and place of the meeting and specifying that the City would be considering a draft IRP at the meeting. The notice was posted in accordance with statutory open meeting law requirements. The notice stated that the draft IRP would be available to the public in advance of the meeting and that public comment on the draft IRP would be accepted at the meeting. A copy of the notice is attached as **Appendix D**.

At the meeting, the draft IRP was presented to the City Council. After discussion and the opportunity for public comment, the Council authorized the preparation of a final IRP, with such revisions as the Council deemed appropriate.



**City of Williams  
Current Rate Schedules**

<b>Effective 7/1/2022</b>	<b>Customer (\$/meter)</b>	<b>Energy (\$/kWh)</b>	<b>Demand (\$/kW)</b>
Residential Service (Standard Rate)	\$8.28	\$0.10310	
General Service (Extra Small)	\$14.06	\$0.12634	
General Service	\$16.00	\$0.12651	
General Service (Extra Large)	\$2,733.00	\$0.04161	\$13.00
Classified Service (Water Pumping Service)	\$16.86	\$0.12381	\$2.09



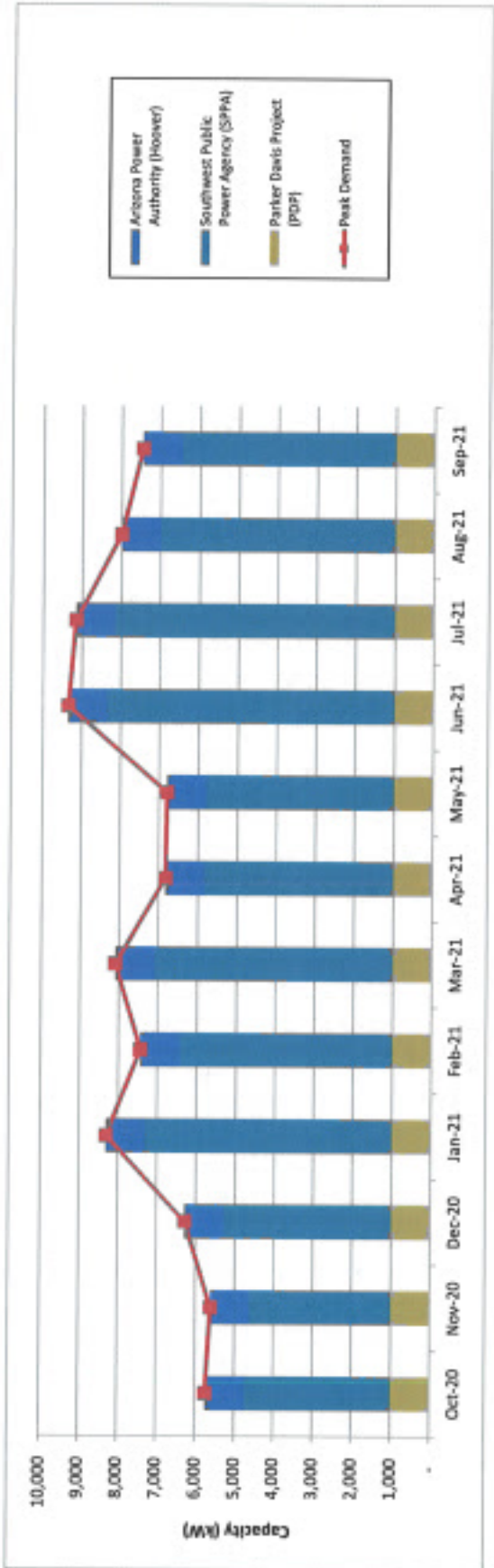
## CITY OF WILLIAMS

Energy @ Substation (kWh)

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2012	3,014,010	3,429,227	4,061,865	3,199,979	2,996,575	3,018,753	2,709,665	2,899,784	3,355,987	3,438,251	3,320,303	3,049,024	38,493,423
2013	2,938,682	2,863,047	3,615,533	3,759,993	3,073,518	2,869,891	2,935,537	2,895,447	3,361,845	3,484,638	3,327,876	3,080,797	38,206,604
2014	3,224,021	3,124,758	3,826,081	3,412,555	3,115,821	3,425,509	3,231,172	3,126,404	3,258,625	3,413,257	3,184,159	2,858,295	39,300,657
2015	2,954,282	3,289,503	3,684,352	3,533,944	2,976,951	3,350,803	3,290,785	3,386,779	3,317,879	3,655,291	3,641,419	3,428,000	40,489,988
2016	3,481,513	3,788,257	4,442,838	4,188,154	3,537,285	3,709,819	3,528,364	3,284,406	3,707,437	3,877,302	3,552,765	3,318,628	44,405,568
2017	3,403,059	3,608,902	4,232,820	4,021,271	3,131,205	3,033,323	3,026,156	3,488,044	3,872,738	4,003,337	3,690,726	3,496,396	43,005,977
2018	3,564,977	3,517,669	3,911,673	3,267,487	3,701,424	4,085,065	3,578,231	3,644,899	4,013,439	4,039,829	3,918,087	3,620,044	44,862,814
2019	3,786,108	4,023,859	4,566,294	4,523,830	3,955,507	3,816,893	3,792,550	3,953,477	3,858,572	4,333,861	4,070,920	3,659,231	48,341,102
2020	3,751,883	3,989,154	4,581,965	4,229,979	3,693,599	3,687,356	3,047,762	3,321,438	3,870,140	4,413,243	4,487,562	4,016,120	47,090,221
2021	3,233,533	3,049,592	3,605,540	4,852,941	3,849,175	4,536,442	3,909,250	4,072,622	4,624,593	4,641,487	4,396,343	4,054,171	48,835,689

CITY OF WILLIAMS

SCHEDULED RESOURCES TO COVER TYPICAL PEAK DEMAND



Resources

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21
Parker Davis Project (PDP)	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Southwest Public Power Agency (SPPA)	3,741	3,610	4,284	6,310	5,439	6,095	4,828	4,797	7,350	7,156	5,996	5,454
Arizona Power Authority (Hoover)	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Peak Demand	5,741	5,610	6,284	8,310	7,439	8,095	6,828	6,797	9,350	9,156	7,996	7,454



CITY OF WILLIAMS

Load Profile

Customer Type	August 2020 through July 2021 Energy (MWh)
RESIDENTIAL	10,572,503
COMMERCIAL	29,773,782
PUBLIC USE	4,658,083
<u>Total</u>	<u>45,004,368</u>

