

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**JANUARY 10, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and Susan Kerley offered the invocation.
- C. Roll Call Mayor John Moore and Councilmen Don Dent (Vice-Mayor), Bernie Hiemenz, Craig Fritsinger, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were City Manager Brandon Buchanan, Police Chief Herman Nixon, Interim Finance Director Julie Walker, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: December 13, 2012 Councilman McNelly moved to approve the minutes. Councilman Fritsinger seconded, and the motion carried 6-0.
- E. Adopt Agenda Councilman Wurgler made a motion to adopt the Agenda, removing Items VII., H. and I. on the advice of the City Attorney. Councilman Hiemenz seconded, and the motion carried 6-0.

II. PRESENTATIONS: NONE

III. PUBLIC PARTICIPATION: NONE

IV. CONSENT AGENDA ITEMS:

- A. Approval of Purchase Orders: J. Walker
- B. Approval of Check Register for month ending December 31, 2012: J. Walker Councilman McNelly made a motion to approve the Consent Agenda items. Councilman Wurgler seconded, and the motion carried 6-0.

V. NON-CONSENT AGENDA ITEMS:

- C. Council will review and may adopt a Supplement to Trust Indenture of the Lower Colorado River Multi-Species Conservation Program: B. Buchanan/ A. Contente-Cuomo Brandon Buchanan explained this supplement has been requested by the Central Arizona Project, who administers the Lower Colorado Multi-Species Conservation Program (Parker-Davis facility). They want to formally set aside money for a defense fund in the event environmental claims arise. Agreeing to this supplement will not cost any additional money over what the City already pays per year. As a member of the program our approval is required for any action of this type. Councilman McNelly made a motion to approve the adoption of the Supplement. Councilman Payne seconded, and the motion carried 6-0.
- D. Council will discuss the search Mayor Moore said he has discussed this with Brandon Buchanan, members of the Golf Committee and the Ladies Golf Group. They

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

JANUARY 10, 2013
COUNCIL ACTION

for golf course management, may establish a search committee, and instruct Staff to work with the Committee to begin the RFP process:
B. Buchanan

would like to see Pam Fain, Brian James, and Rick Shipley on the Search Committee along with City Manager Brandon Buchanan, Human Resources Director Susan Kerley and members from Council.

Vice Mayor Dent suggested including Golf Course Superintendent Marty Yerian's input but not involving him in the decision-making process. Councilman Wurgler asked for Human Resources' opinion on this question. Susan Kerley replied that his input and questions would be valuable since he's the expert on the greens, but he should not participate in the selection decision given the future relationship between Yerian and the selected manager. Vice Mayor Dent would like to have a meet and greet event with finalists and their spouses and would like for Marty to attend.

In addition to those mentioned above, Councilmen McNelly, Payne, and Hiemenz were appointed to the Selection Committee, and Staff was instructed to proceed with the necessary advertising and to move forward.

E. Council will discuss and determine whether the City will have continued participation in the North Central Arizona Water Supply Feasibility Study, including the pipeline to Williams from Lake Powell and other alternatives for a current cost-sharing portion of \$1,236.00: B Buchanan

Mayor Moore expressed his opinion that the \$1,236 will turn into hundreds of thousands of dollars.

Brandon Buchanan said that part of the current agreement with the wells is that if another supply of water were to become available, the wells would have to be shut down. He doesn't like being dependent on just one outside source that could become tied up in litigation or otherwise made unavailable. He would like to get more information before a decision is made. He would like for some Council members to meet with him and Ron Doba and his associates at the end of January or beginning of February. The cost portion to get through the Study would be just short of \$400,000. The reallocation or purchase of existing allocations will be time-consuming. He can have a check issued for the \$1,236 if directed.

Vice Mayor Dent questioned some of the numbers included in the group's presentation to Council. He noted that the Arizona Republic published an article talking about the Colorado River water shortage. Councilman Payne said he would rather spend \$400,000 on our water infrastructure.

Mayor Moore instructed Staff to meet with Ron Doba and his associates along with some Council members.

VI. REPORTS AND INFORMATION ITEMS:

A. Mayor and Council Mayor Moore said he has talked to three individuals on the Economic Development Committee who would like the Committee to remain under the direction of the Chamber of Commerce. He originally thought the Committee should be under the City, but it might hamper the Committee in working with potential businesses. His

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 3

**JANUARY 10, 2013
COUNCIL ACTION**

recommendation may be to leave it where it is now.

- B. City Manager and Staff Reports None

VII. *ADJOURN:* Councilman Wurgler made a motion to adjourn. It was seconded by Councilman Dent and carried 6-0.
The meeting adjourned at 7:20 p.m.

Mayor John Moore

City Clerk

ATTEST

DRAFT

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**JANUARY 10, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and Susan Kerley offered the invocation.
- C. Roll Call Mayor John Moore and Councilmen Don Dent (Vice-Mayor), Bernie Hiemenz, Craig Fritsinger, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were City Manager Brandon Buchanan , Police Chief Herman Nixon, Interim Finance Director Julie Walker, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: December 13, 2012 Councilman McNelly moved to approve the minutes. Councilman Fritsinger seconded, and the motion carried 6-0.
- E. Adopt Agenda Councilman Wurgler made a motion to adopt the Agenda, removing Items VII., H. and I. on the advice of the City Attorney. Councilman Hiemenz seconded, and the motion carried 6-0.

II. PRESENTATIONS: NONE

III. PUBLIC PARTICIPATION: NONE

IV. CONSENT AGENDA ITEMS:

- A. Approval of Purchase Orders: J. Walker
- B. Approval of Check Register for month ending December 31, 2012: J. Walker Councilman McNelly made a motion to approve the Consent Agenda items. Councilman Wurgler seconded, and the motion carried 6-0.

V. NON-CONSENT AGENDA ITEMS:

- C. Council will review and may adopt a Supplement to Trust Indenture of the Lower Colorado River Multi-Species Conservation Program: B. Buchanan/ A. Contente-Cuomo Brandon Buchanan explained that they want to move some money around. This has to do with Parker-Davis. They want to set aside money for a defense fund in the event environmental claims arise. This doesn't cost anything. We just need to sign the Agreement. Councilman McNelly made a motion to approve the adoption of the Supplement. Councilman Payne seconded, and the motion carried 6-0.
- D. Council will discuss the search Mayor Moore said he has discussed this with Brandon Buchanan, members of the Golf Committee and the Ladies Golf Group. They

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

JANUARY 10, 2013
COUNCIL ACTION

for golf course management, may establish a search committee, and instruct Staff to work with the Committee to begin the RFP process:
B. Buchanan

would like to see Pam Fain, Brian James, and Rick Shipley on the Search Committee along with City Manager Brandon Buchanan, Human Resources Director Susan Kerley and members from Council.

Vice Mayor Dent suggested including Golf Course Superintendent Marty Yerian’s input but not involving him in the decision-making process. Councilman Wurgler asked for Human Resources’ opinion on this question. Susan Kerley replied that his input and questions would be valuable since he’s the expert on the greens, but he should not participate in the selection decision. Vice Mayor Dent would like to have a meet and greet event with finalists and their wives and would like for Marty to attend.

In addition to those mentioned above, Councilmen McNelly, Payne, and Hiemenz were appointed to the Selection Committee, and Staff was instructed to proceed with the necessary advertising and to move forward.

E. Council will discuss and determine whether the City will have continued participation in the North Central Arizona Water Supply Feasibility Study, including the pipeline to Williams from Lake Powell and other alternatives for a current cost-sharing portion of \$1,236.00: B Buchanan

Mayor Moore expressed his opinion that the \$1,236 will turn into hundreds of thousands of dollars.

Brandon Buchanan said that part of the current agreement with the wells is that if another supply of water were to become available, the wells would have to be shut down. He doesn’t like being dependent on just one outside source that could become tied up in litigation. He would like to get more information before a decision is made. He would like for some Council members to meet with him and Ron Doba and his associates at the end of January or beginning of February. The cost portion to get through the Study would be just short of \$400,000. The reallocation or purchase of existing allocations will be time-consuming. He can have a check issued for the \$1,236 if directed.

Vice Mayor Dent questioned some of the numbers included in the group’s presentation to Council. He noted that the Arizona Republic published an article talking about the Colorado River water shortage. Councilman Payne said he would rather spend \$400,000 on our water infrastructure.

Mayor Moore instructed Staff to meet with Ron Doba and his associates along with some Council members.

VI. REPORTS AND INFORMATION ITEMS:

A. Mayor and Council Mayor Moore said he has talked to three on the Economic Development Committee who would like the Committee to remain under the direction of the Chamber of Commerce. He originally thought the Committee should be under the City, but it might hamper the Committee in working with potential businesses. His recommendation may be to leave it where it is now.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 3

**JANUARY 10, 2013
COUNCIL ACTION**

B. City Manager and Staff Reports None

VII. *ADJOURN:* Councilman Wurgler made a motion to adjourn. It was seconded by Councilman Dent and carried 6-0.
The meeting adjourned at 7:20 p.m.

Mayor John Moore

ATTEST

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**JANUARY 24, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Nixon led the pledge of allegiance, and Susan Kerley offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum. Councilman Bernie Hiemenz was absent.

Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Interim Finance Director Julie Walker, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes January 10, 2013 Councilman McNelly made a motion to approve the minutes as presented. Councilman Fritsinger seconded the motion, and it carried 5-0.
- E. Adoption of Agenda Councilman Dent made a motion to adopt the Agenda as presented.. Councilman Wurgler seconded the motion, and it carried 5-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: J. Walker Councilman Dent made a motion to approve the Consent Agenda Items as presented. Councilman Fritsinger seconded the motion, and it carried 5-0.

V. NON-CONSENT AGENDA ITEMS

- B. Consideration and possible adoption of Resolution No. 1288, authorizing an application to the Greater Arizona Development Authority for financial assistance: B. Buchanan Phong Pham, RBC Capital, gave an overview of the offer being made to the City to refund its 2003 GADA Bond in order to capture a lower interest rate and realize substantial savings. He explained that the true interest rate includes all costs of the issuance. It would go from the current 4.8% to 3%. The bonds are callable in August, and new ones can be issued 90 days within the call date, perhaps as early as May. The cost of the issuance would be approximately \$80,000, and the 3% rate reflects these costs. RBC anticipates issuing the new bonds through GADA. That organization may absorb some of the issuance costs. By refunding the 2003 GADA Bond, the City would appreciate approximately \$391,269 in Gross Future Savings and \$372,702 in Net Present Value Savings.

Councilman Dent made a motion to read Resolution No. 1288 by name and title only. Councilman Payne seconded the motion, and it carried 5-0. Susan Kerley read the Resolution by name and title only. Councilman McNelly made a motion to adopt Resolution No. 1288. It was seconded by Councilman Fritsinger, and a roll call vote was

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

JANUARY 24, 2013
COUNCIL ACTION

taken:

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

The motion carried 6-0.

- C. Discussion of 2013 General Plan and possible direction to Staff regarding Requests for Proposals: B. Buchanan
 Mayor Moore explained that we are required by law to do a Plan every 10 years. Several years ago, there was a request from the Poquette family to include their property in the next General Plan. The Mayor asked Staff to see if that could be done. Councilman McNelly said he assumed P & Z and the Chamber would be involved.
 Councilman McNelly made a motion to direct Staff to proceed with the Plan. The motion was seconded by Councilman Payne, and it carried 5-0.

VI. REPORTS AND INFORMATION ITEMS:

- D Mayor and Council
 Mayor Moore received a call from Senator Jeff Flake’s office. He said there might be an opportunity to get the ground around the Airport released to be used as commercial property. The consensus of Council was to move forward.
 Councilman McNelly mentioned that the Golf Selection Committee met last week.
- E. Staff Reports
 Susan Kerley reminded that Financial Disclosure Forms are due by January 31st. Also, the AZ League 2013 Conference has been scheduled for August 27th – August 30th at the El Conquistador in Oro Valley. Finally, she asked Council’s preference on a date for its annual retreat. Wednesday, February 6th at 11:00 a.m. was selected and if it’s available, Rod’s Steak House will be the location.

CONVENE TO EXECUTIVE SESSION

A five-minute break was taken. Councilman Payne recused himself from the Executive Session because of a conflict of interest: His wife works for the Police Department and reports to Chief Nixon.

Councilman Wurgler made a motion to convene to Executive Session, and it was seconded by Councilman McNelly. The motion carried 4-0.

EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03 A.1. Performance Appraisal of Police Chief Herman Nixon.

RE-CONVENE TO REGULAR SESSION

Councilman McNelly made a motion to re-convene to Regular Session, and it was seconded by Councilman Dent. It carried 4-0.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 3

**JANUARY 24, 2013
COUNCIL ACTION**

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

Council entered no discussions and made no decisions.

VIII. ADJOURN:

The meeting was adjourned at 8:14 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**FEBRUARY 14, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and Judge Rob Krombeen offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, and James Wurgler were present and constituted a quorum. Councilman Payne was absent. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Interim Finance Director Julie Walker, and City Clerk/HR Director Susan Kerley. Judge Rob Krombeen was present.
- D. Approval of Minutes January 24, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 5-0.
- E. Adoption of Agenda Councilman Wurgler made a motion to adopt the Agenda as presented.. Councilman Dent seconded the motion, and it carried 5-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - None

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: J. Walker Councilman Fritsinger made a motion to approve the Consent Agenda Items as presented.
- B. Approval of Check Register for Month Ending January 31, 2013: J. Walker Councilman McNelly seconded the motion, and it carried 5-0.

V. NON-CONSENT AGENDA ITEMS

- C. Council may appoint applicant Mike Dulay as Commissioner on the Parks & Recreation Commission: J. Moore Mayor Moore explained that the City has had Mike Dulay's application for some time. Consideration of moving the Economic Development Committee under the auspices of the City was being discussed. Mike Dulay is a member of that Committee, and membership on more than one City Commission or Committee is discouraged. Now it appears that the Economic Development Committee will remain under the auspices of the Chamber of Commerce so his appointment to the Parks & Recreation Commission can be made. Councilman Dent made a motion to appoint Mike Dulay to the Parks & Recreation Commission. The motion was seconded by Councilman Hiemenz, and it carried 5-0.
- D. Council may adopt Resolution No. 1289, pertaining to the Chief Nixon explained that this is a housekeeping item that allows the Police Department to put in for grants and to spend money that is generated from grant funds.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

FEBRUARY 14, 2013
COUNCIL ACTION

submission of projects for consideration in Arizona's 2014 Highway Safety Plan: H. Nixon

Councilman McNelly made a motion to read Resolution No. 1289 by name and title only. Councilman Dent seconded this motion, and it carried 5-0. Susan Kerley read the Resolution by name and title only. Councilman McNelly made a motion to adopt Resolution No. 1289, and it was seconded by Councilman Hiemenz. The motion carried 5-0.

VI. REPORTS AND INFORMATION ITEMS:

- E Mayor and Council Mayor Moore commended the employees on doing a good job on snow removal. He asked Council members to think about the Airport Committee - a liaison from City Council is needed. He believes our airport has potential and asked Council members to think about ways that potential might be realized.
- F. Staff Reports None
- G. Magistrate's Report Judge Krombeen has been working with Chief Nixon on the EZtrac system. This system would streamline and improve the efficiency of all filings with the Court. Williams may be the pilot Court in the County at little or no cost. Chief Nixon said the units print out a little paper for cited drivers. His concerns are security and whether the machines would work in police cars in extremely cold weather.

- H. **CONVENE TO EXECUTIVE SESSION (7:15 p.m.): Councilman Dent made a motion to convene to Executive Session, and it was seconded by Councilman Hiemenz. The motion carried 5-0.**

EXECUTIVE SESSION

Addition: Councilmen Dent and McNelly recused themselves from the Executive Session because of potential conflicts of interest regarding the second item.

- Pursuant to A.R.S. 38-431.03 A-1, City Council will discuss the current temporary appointment of Julie Walker as Interim Finance Director and the Finance Director position.
- Pursuant to A.R.S. 38-431.03 A-1, City Council will discuss with Magistrate Rob Krombeen his status as an independent contractor and his contract.

RE-CONVENE TO REGULAR SESSION

- I. Council may make decisions related to the matters discussed in Executive Session: J. Moore
- Council accepted Julie Walker's letter of resignation as Interim Finance Director, thanking her for her willingness to be of assistance, and instructed Staff to begin recruiting for a Finance Director.
 - Council may request counseling from the City Attorney and, perhaps, others on the classification of the Judge as an independent contractor vs. a City employee. The Judge's contract with the City expired in December 2012; he agreed to continue his duties until classification and salary are determined.

VII. ADJOURN:

Councilman Wurgler made a motion to adjourn, and it was seconded by Councilman Hiemenz. The meeting adjourned at 8:10 p.m.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 3

**FEBRUARY 14, 2013
COUNCIL ACTION**

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**FEBRUARY 28, 2013
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 group recited the pledge of allegiance, and Susan Kerley offered the invocation.
- C. Roll Call Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum. Mayor John Moore and Councilman Bernie Hiemenz were absent.

Present from City Staff were Brandon Buchanan, City Manager, Interim Finance Director Julie Walker, Interim Water Superintendent Bill Pruett, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes February 14, 2013 Councilman McNelly asked that an addition be made to the February 14th minutes: Councilmen Dent and McNelly recused themselves from the Executive Session because of a potential conflict of interest with the second item. [*Addition to 2.14.13 minutes made February 15, 2013.*]

Councilman Wurgler made a motion to approve the minutes with this change being made. Councilman Fritsinger seconded the motion, and it carried 4-0.
- E. Adoption of Agenda Councilman McNelly made a motion to adopt the Agenda as presented.. Councilman Payne seconded the motion, and it carried 4-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: J. Walker

Councilman Fritsinger made a motion to approve the Purchase Orders as presented.
Councilman Payne seconded the motion, and it carried 4-0.

V. NON-CONSENT AGENDA ITEMS

- B. Council may approve purchase of carbon for Water Treatment Plant: B. Pruett Bill Pruett explained that carbon was installed on filters approximately 18 months ago. The carbon lasts about a year before it begins to lose its effectiveness. The carbon improves the taste and odor of the water while it reduces chlorine by-products. This item was somehow left out of our budget, but it will be included in the future. Staff recommended that the bid of \$17,450 from Siemens Industry be accepted because the City has used this firm in the past and is confident in its product.

Councilman Wurgler made a motion to approve the purchase of carbon from Siemens Industry for \$17,450. The motion was

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

FEBRUARY 28, 2013
COUNCIL ACTION

seconded by Councilman McNelly, and it carried 4-0.

- C. Council may approve Golf Course Management Contract document:
B. Buchanan

The material changes to the Golf Course Management include:

- Clarifies and strengthens language regarding the contractor working with the City Manager as representative of the City.
- Language regarding operation of the hospitality cart was generalized to allow for more frequent operational times, requiring operation during Operating Hours of the Course.
- Number of carts was reduced to reflect the current inventory.
- Notice period for termination of contract reduced from 90 days to 45 days.
- The inventory the City is required to purchase upon termination of the contract was reduced from \$30,000 to \$20,000. Additional language allows for increase of purchase amount if City and Golf Course Manager so desire.

Brandon Buchanan has reviewed these changes with City Attorney Kellie Peterson.

Councilman Dent suggested that, if the 45-day termination notice becomes a sticking point in the negotiations, the City Manager be given the latitude to stay with the earlier requirement of 90 days.

Councilman McNelly made a motion to approve these changes to the contract. Councilman Payne seconded the motion, and it carried 4-0.

- D. Council will hear Committee's recommendation and may award the professional Golf Course Management Contract for the management of Elephant Rocks to one of five finalists:
Golf Selection Committee

Brandon Buchanan explained that the Golf Course Selection Committee reviewed 6 proposals, interviewed 5 candidates, and met with them at a social event last Monday night. After the completion of this process, the Committee recommended offering the contract to Scott Little, PGA.

Susan Kerley was asked to read some of the comments made by the references she telephoned:

- He works hard, is bright with a nice personality, is engaging, and is always thinking of new ideas. He is an excellent golfer, competitive but not mean-spirited. Great family man.
- He fits in anywhere because of his relationship-building skills. Really honest guy – good dude. Respects Scott & his wife for adopting children and creating a loving environment for them.
- As a manager, he ran a great operation. He takes everything in stride. He's a good family man and a good guy.

Councilman McNelly made a motion that the City offer a contract to Scott Little for the management of Elephant Rocks. Councilman Payne seconded the motion, and it carried 4-0.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 3

**FEBRUARY 28, 2013
COUNCIL ACTION**

VI. *REPORTS AND INFORMATION ITEMS:*

E. Mayor and Council Vice Mayor Dent thanked Brandon Buchanan and Susan Kerley for their work that made the recruiting and selection of a golf pro a smooth process.

F. Staff Reports Brandon Buchanan said that the transparency requirements will be on a short timeline. He will work with our software vendor to make the changes necessary to accomplish transparency.

VII. *ADJOURN:* Councilman Payne made a motion to adjourn, and it was seconded by Councilman McNelly. The meeting adjourned at 7:16 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**MARCH 14, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Kevin Young led the pledge of allegiance, and Susan Kerley offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Interim Finance Director Julie Walker, and City Clerk/HR Director Susan Kerley.
Judge Rob Krombeen was present. Gioia Goodrum of the Chamber of Commerce was present.
- D. Approval of Minutes February 28, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- E. Adoption of Agenda Councilman Wurgler made a motion to adopt the revised Agenda as presented. Councilman Payne seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION

Kevin Young, owner of Canyon Motel and RV Park on Rodeo Road, presented an issue he has had with water. An event occurred last week on Monday. In his absence someone from the City came by the front desk of the motel to say that water would be shut off in 10 minutes for about one hour. He returned from Flagstaff and found that the water did not come back on until around 8:00 that night. A guest asked for a refund, and he gave back approximately \$150.00. Since cash flow is low this time of the year, that was painful. He emailed Brandon Buchanan an invoice for the amount of the refund given to these guests, plus costs for housekeeping, laundry, etc., for about \$165.00

This event was not a breakage. The City knew the water would be shut off to make repairs. Mr. Young felt the City should have given more notice of the shut off.

Mr. Young said he was told in the past that valves would be put in to shut off the housing tract to the east of his business. Now the water is shut off at the Fire Department for that whole area. After the system has been shut off, old stuff and debris is flushed into his business. A year or so ago a valve was put in on the east side of his business, but none was installed on the west side. Also, he thought door hangars were being made available to provide advance notice to customers that water service would be unavailable and the approximate length of the outage. He said he would appreciate a valve being put in on the west side of his business.

Brandon Buchanan pointed out that offering a refund would represent a change of policy.

Mayor Moore reminded that Council can only receive information during Public Participation. They cannot make any decisions.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

MARCH 14, 2013
COUNCIL ACTION

IV. *CONSENT AGENDA ITEMS*

A. Approval of Purchase Orders: J. Walker

Councilman Dent made a motion to approve the Consent Agenda Items as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.

B. Approval of Check Register for Month Ending February 28, 2013: J. Walker

V. *NON-CONSENT AGENDA ITEMS*

C. Council may approve a Memorandum of Understanding with Williams Unified School District #2 for Safe Route to School (Bus Loop) project: B. Buchanan

After making certain there shouldn't be cost overrides for which the City as grantee would be responsible, Councilman McNelly made a motion to approve the Memorandum of Understanding. Councilman Fritsinger seconded the motion, and it carried 6-0.

D. Council will discuss and determine action to be taken regarding Impact Fees: B. Buchanan/Kellie Peterson

Councilman Fritsinger asked if, after August, we could bring the fees back. Kellie Peterson replied that the City would do the study first and then bring back the fees. If you just suspend them, you can reinstate them. It will affect collecting fees for off-site, but you can still collect for on-site fees. The City can still do special assessments.

Councilman McNelly explained that there are some chunks of Williams where there is no infrastructure or where it is sub-standard. He asked what would happen if a developer wanted to locate in one of these areas. Kellie Peterson responded that each would have to be reviewed on a case-by-case basis.

Councilman Dent pointed out that impact fees now affect new construction, but without impact fees, there is no way to assess new developments. Kellie Peterson noted that increasing tie-in fees for sewer and water would be possible.

Brandon Buchanan said that it may be appropriate to suspend impact fees now while nothing is going on and bringing them back when things pick up.

Councilman Dent added that the City may pass up several million in impact fee if a large project were done without impact fees. He asked how the City will pay for required new infrastructure. The City can't pay for its needs now for the water system.

Kellie Peterson cautioned that it is running close to time to start the impact fee process. We are looking at a year out to get an RFP and the study process done.

Councilman Fritsinger asked a financial question: Did we

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

MARCH 14, 2013
COUNCIL ACTION

overspend on the impact fee revenues? Brandon Buchanan explained that a negative balance is shown because a credit of \$631,000 that had lapsed was adjusted out.

Brandon Buchanan said he needs to know Council's plan sooner than later for the budget, and so he can plan. We only got responses from some larger cities when we made an inquiry about what others had spent on impact fee studies.

Councilman Dent made a motion to put out an RFP so we know amounts for a study. Councilman Fritsinger seconded the motion. After more discussion, Councilman Dent withdrew the motion for an RFP with agreement from Councilman Fritsinger who had seconded the motion. Councilman Dent asked: If we don't do impact fees, where will money come from? If we do away with impact fees, property taxes would have to be increased.

Councilman Dent made a motion to table this issue until the first Council meeting in April (April 11, 2013). The motion was seconded by Councilman McNelly, and it carried 6-0.

- E. Council will determine whether it wishes to participate in a feasibility study for a proposed pipeline (by 2050) from Page to Flagstaff with a spur from Flagstaff to Williams: B. Buchanan

Mayor Moore said that the City has found out it will cost a lot of money to participate in the feasibility study. Also, the City would lose the use of its wells if other sources of water become available. Councilman McNelly asked the definition of "when other water is available." Kellie Peterson replied that this occurs when you have a legal right to access water. Councilman Payne said he would rather spend money on our own water system.

Councilman Payne made a motion to reject participation in this feasibility study. Councilman Wurgler seconded the motion, and it carried 6-0.

- F. Council will discuss and may determine the employment status of the Magistrate and Judge(s) Pro-Tem: B. Buchanan/R. Krombeen/Kellie Peterson

(Note: Councilmen Dent and McNelly recused themselves due to potential conflicts of interest.)

Mayor Moore introduced this item by noting that our legal staff can take a position in support of making the Judge a City employee with an employment agreement or keeping the position as a contract position. Kellie Peterson agreed that she believes she can support either option. The Mayor pointed out that there are three issues:

1. Contract
2. Appointing a Judge Pro-Tem
3. The Judge has requested an increase in pay

Councilman Payne asked if they were employees, who would keep tabs on their hours, etc. Would Brandon Buchanan do this? Who would oversee them? Judge Krombeen said he

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 4

**MARCH 14, 2013
COUNCIL ACTION**

would want the Court to oversee employees and do performance reviews. Kellie Peterson added that, according to City Code, these are duties assigned to the Magistrate.

Mayor Moore said he could not imagine that with 324 cases each year it would take three judges to handle them. He asked Judge Krombeen what percentage would come in and pay their fines without appearing in Court. The Judge did not know. The Mayor asked if he would be of the opinion that the majority would simply pay their fines. The Judge said he really didn't know.

Judge Krombeen said that there were three Judges Pro Tem at one time, but the County Court was paying them for their services in Court. There are months at a time when they are not needed.

Mayor Moore asked Council members how they wanted to proceed, offering the Judge a contract or making the position a part-time City employee. Councilman Wurgler said that Staff had made a recommendation, and he would like to make a motion.

Councilman Wurgler made a motion to designate the Magistrate and Pro-Tem Judges as part-time, regular status employees, and direct staff to write a non-negotiable agreement for anyone working in these positions. There was no second to this motion; therefore, it died for lack of a second.

Councilman Payne asked if there were any way of working with the County to have them do the work for us. He has reservations about making their employees accountable. Kellie Peterson pointed out that the Judge is still accountable. Contracting with the County does not allow for separation of the County and City Courts. The City would give up some control.

Judge Krombeen added that if he continues as an independent contractor, an independent insurance agent could not provide liability insurance for him.

Councilman Hiemenz made a motion to continue under the same contract.

Mayor Moore said that Council can appoint anyone they want to be Magistrate. They have been appointing the County Judge for years. Councilman Payne said he believes whoever is elected is who the people want, and the elected County Judge should be appointed to the Magistrate position.

Brandon Buchanan said that the additional cost would be less than \$2,000 per year if the Magistrate were a City employee.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 5

MARCH 14, 2013
COUNCIL ACTION

The Mayor reminded that a motion was on the floor to continue under the same contract. There was no second to this motion; therefore, it died for lack of a second.

Mayor Moore made a motion to table this issue until the March 28th meeting. Councilman Fritsinger seconded this motion, and it carried 4-0.

(Note: Councilmen Dent and McNelly returned to Council Chambers.)

- G. Council will review Proposal Submittals and may award the 2013 General Plan Update contract: B. Buchanan

Mayor Moore noted that Staff had recommended Partners for Strategic Action, Inc. Councilman Fritsinger said Counts Planning is familiar with the City. He would look stronger at Counts because he has a history with the City. Councilman Dent said he understands we might get a warm-over of the existing plan. Even though it does get shelved, part of the process for those participating helps them know where the community wants to go. We should lay out exactly what we want from him.

Councilman Dent made a motion to accept the proposal from Richard Counts. Councilman Fritsinger seconded the motion, and it carried 6-0.

- H. Council will review and may approve Interagency Service Agreement with Arizona Department of Administration General Accounting Office to provide compliance with A.R.S. 41-725 (“Financial Transparency”): B. Buchanan/J. Walker

Councilman Wurgler made a motion to approve the Interagency Service Agreement with Arizona Department of Administration General Accounting Office to provide compliance with A.R.S. 41-725. Councilman Fritsinger seconded the motion, and it carried 6-0.

VI. I. CONVENE TO EXECUTIVE SESSION

Councilman Payne made a motion to convene to executive session; it was seconded by Councilman Heimenz and carried 6-0.

EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03 A.4.- City Council will review with its attorney(s) an Agreement to Relocate Easement on Grand Canyon Blvd.

RE-CONVENE TO REGULAR SESSION

- J. Council may make decisions related to the matters noted above that were discussed in Executive Session: J. Moore

Councilman Wurgler made a motion to agree to the Agreement to move the easement on Grand Canyon Blvd. Councilman McNelly seconded the motion, and it carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 6

MARCH 14, 2013
COUNCIL ACTION

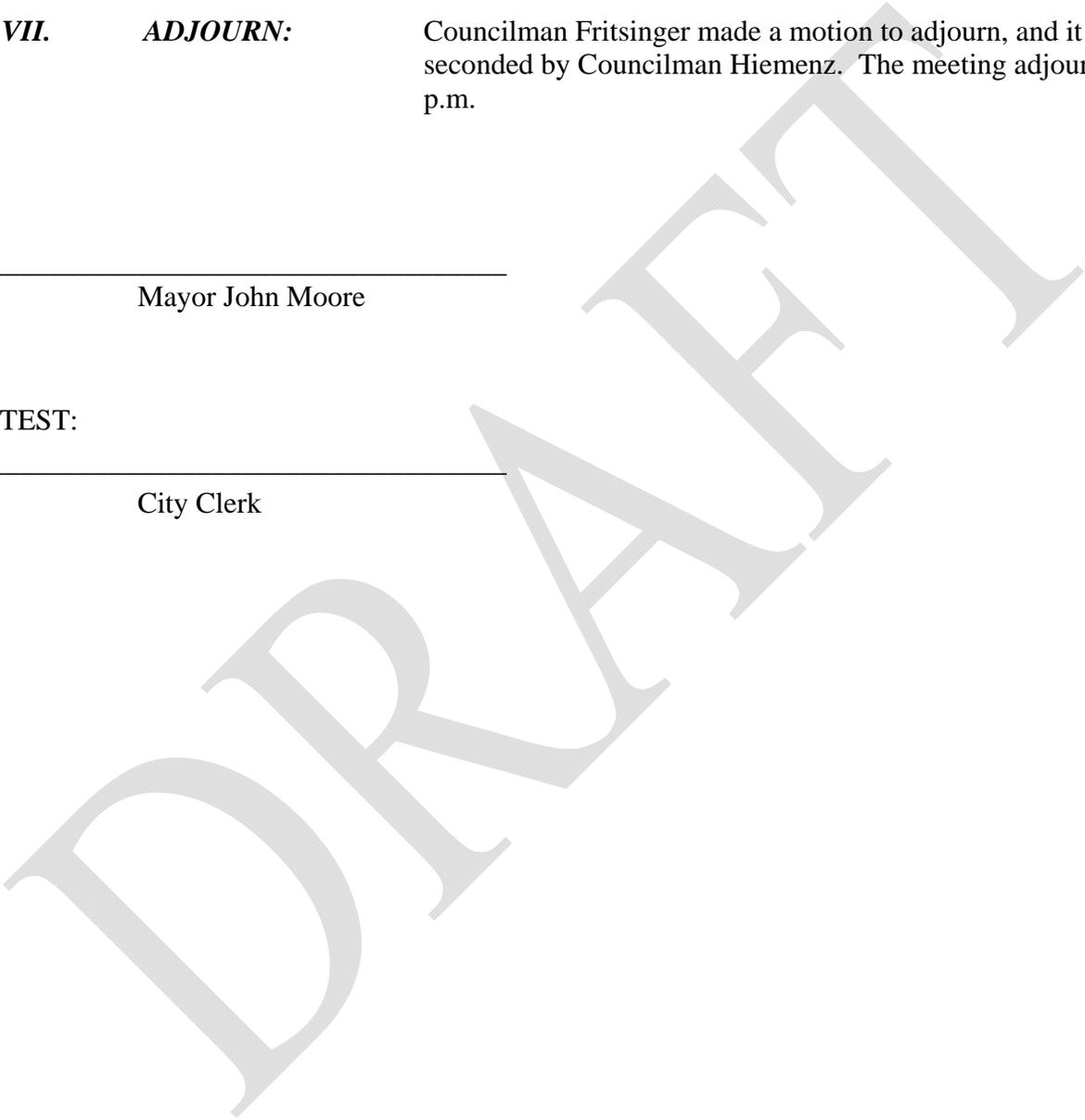
- A. Mayor and Council None
- B. Staff Reports Brandon Buchanan said that Staff would like to interview a candidate for the Finance Director position on the afternoon of March 29th and asked if Council members could be available. No one indicated they would not be available. City Clerk was asked to notify Council members of the time for the appointment once it is scheduled.

VII. *ADJOURN:* Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The meeting adjourned at 8:24 p.m.

Mayor John Moore

ATTEST:

City Clerk



CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

MARCH 28, 2013
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 group recited the pledge of allegiance.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Interim Finance Director Julie Walker, Interim Water Superintendent Bill Pruett, and City Clerk/HR Director Susan Kerley.
Attorney Kellie Peterson, Judge Rob Krombeen and Chamber of Commerce President/CEO Gioia Goodrum were present.
- D. Approval of Minutes Councilman Fritsinger made a motion to approve the minutes as March 14, 2013 presented. Councilman McNelly seconded the motion, and it carried 6-0.
- E. Adoption of Agenda Councilman Dent made a motion to adopt the Agenda as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.

II. PRESENTATIONS

A. Williams-Grand Canyon Chamber of Commerce Presentation

Gioia Goodrum introduced Heather Hermen from Front Burner Media who gave a PowerPoint presentation on the marketing that firm is doing to promote Williams as a destination.

- “An extraordinary way to enjoy the Grand Canyon” is being used to describe Williams.
- Tom Johnson, a well-known photographer, took photographs of all four seasons in Williams for use in promotions.
- Arizona spends around \$37.6 million to attract domestic and international tourists.
- \$18.3 billion is spent by overnight travelers in AZ annually.
- We co-op with the Arizona Office of Tourism (AOT) in their dollar-matching program. We spend \$24,733 and the AOT match is \$24,733. This allows for nearly \$100,000 worth of advertising to be purchased for about \$49,500.
- Their marketing has a nationwide reach, but the focus is on Arizona.

Ms. Hermen then showed a recently-released promotional video, featuring Tom Johnson’s photography and original music. She said the video will be available for businesses to use. Gioia Goodrum said the video will be launched at the Chamber’s Membership Meeting on April 17th.

III. PUBLIC PARTICIPATION

Mike Brown from Western Destinations proposed the idea of having a Zero Impact Portable Zip

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

MARCH 28, 2013
COUNCIL ACTION

Line in Williams.

- It would take four days to set it up or take down.
- It would be 500’ to 900’ long, 40’-65’ high at the main tower, and 10’-20’ high at the landing tower.
- It could handle up to 150 people per hour.
- The company would offer discounted re-rides and local discounts. The initial ride would be \$39, re-rides 50% of that, and locals would receive 25% off.
- The Zip Line could employ 40 or 50 locals for the season.
- They carry a \$5 million insurance policy that includes additionally insured.
- “Zero Impact” means when it is erected, the tower goes in flush with the ground except for some guy wires. When it is removed, you cannot tell it was ever there.

Mayor Moore asked the City Manager if this were something that would take Council action. Brandon Buchanan said that, while it would not require anything from Council, he would consult with Council before approving a Special Use Permit for this project.

Councilman Dent expressed his concern about whether or not this would be something that would fit the image of a historic downtown on Route 66. Mike Brown assured everyone that if the Zip Line didn’t work out, it could be taken down quickly.

IV. CONSENT AGENDA ITEMS

B. Approval of Purchase Orders: J. Walker

Councilman Fritsinger made a motion to approve the Consent Agenda Items as presented. Councilman McNelly seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

C. Council may appoint Brad Olson, Walter R. Whiteman, and/or Frank Drake to the Airport Advisory Committee: J. Moore

Councilman McNelly made a motion to appoint all three applicants, Brad Olson, Walter R. Whiteman and Frank Drake to the Airport Advisory Committee. Councilman Wurgler seconded the motion, and it carried 6-0.

D. Council will review the issue of reimbursement of expenses when City turns water service off (Kevin Young incident) and may determine a reimbursement policy: B. Buchanan

Mayor Moore said that Mr. Young met with us last Council meeting to explain his situation. Our policy says we do not reimburse customers. Councilman McNelly pointed out that when one takes out a meter with the City for water, there is no guarantee of service. In this case, the customer was notified that there would be a service outage, but the repairs took longer than anticipated.

Kevin Young argued that the Water Department knew about the needed repair beforehand and did not notify water customers far enough in advance. There were issues with the age of the line – it kept breaking.

Councilman Wurgler asked Mr. Young the amount of the

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

MARCH 28, 2013
COUNCIL ACTION

reimbursement he was seeking. Mr. Young said \$169.48 would just cover the refund he gave his customer. Then Councilman Wurgler asked City Attorney Kellie Peterson what future liability the City would have if Council voted to reimburse Mr. Young. Ms. Peterson replied that the City would be setting a precedent for reimbursements. Councilman Wurgler offered to write a personal check to Mr. Young for his reimbursement. Mr. Young said that the purpose is to get door hangers out in advance of future service outages. Councilman Wurgler said that the point was well taken. He made a commitment for the City to do its best to provide notification.

Mayor Moore noted that the policy is in place that, if the water will be shut off, customers will be notified. Bill Pruett, Interim Water Superintendent, said that the initial leak was fixed within the estimated time frame, but more secondary leaks occurred. Then some lead joints blew out. If these were not fixed, they would have become hazards.

Councilman Wurgler said this situation arose because of unforeseen circumstances, and he apologized for the difficulty Mr. Young encountered.

Kevin Young asked that the Water Department look at installing a valve on the east side of his property. Because of the age of the line, the turning off of the line and turning it back on flushes some of the build up into his sink aerators, toilets, etc. The labor to clean these is costly. Bill Pruett said that hydrants will be flushed in April and October and that may help some of the build up in the lines.

Mayor and Council instructed Staff to work with Mr. Young to resolve the installation of an additional valve.

- E. Council will review and may approve property and liability insurance coverage renewal proposal from Travelers: S. Kerley

Susan Kerley explained that Travelers has offered the City coverage at a 6.5% increase (\$269,563) over last year's premium (\$253,142). Part of this increase is due to the City's loss ratio of more than 200%, and some is due to the overall insurance marketplace which is showing premium increases in almost all product lines. Our insurance agent, Rick Stephens, has recommended that we accept this proposal.

Councilman Dent explained that a 200% loss ratio means that for every \$1.00 we've paid Travelers, they've paid out \$2.00. He made a motion to renew with Travelers at the annual rate of \$269,563. Councilman Fritsinger seconded the motion, and it carried 6-0.

- F. Council will discuss and may determine the employment status of the Magistrate and

Vice Mayor Dent and Councilman McNelly recused themselves because of potential conflicts of interest.

Mayor Moore reviewed the three areas this Agenda item might involve:

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

MARCH 28, 2013
COUNCIL ACTION

Judge(s) Pro-Tem
(tabled from 3/14/13
meeting): J. Moore

- Determine employment status
- Determine pay increase, if any
- Determine Judges pro-tem employment status

The issue that must be decided tonight is the employment status of the position of Magistrate –part-time City employee or independent contractor. This issue has to be determined before the other two issues can be decided.

Councilman Fritsinger made a motion that the position of Magistrate be an independent contractor position and that the contract run concurrently with the elected term of the Justice of the Peace. Councilman Wurgler seconded the motion, and it carried 4-0.

Kellie Peterson reminded Council that a newly drafted contract will still have to be brought before Council for approval.

VI. REPORTS AND INFORMATION ITEMS:

A. Mayor and Council

- Mayor Moore said that the City has lost one of its friends: John Cadzow volunteered his time as auctioneer for City auctions.
- The Mayor is seeing street repairs going on.
- Councilman Hiemenz asked Bill Pruett how much snow is left to run into Dogtown Lake, and Bill said there is not much left.
- Councilman Wurgler announced that local Eric Hadder is in the current issue of *Trains* magazine. He wrote the feature article on how steam survives, and appearing on the cover of the magazine is Steam Engine #4960.
- Larry Pittenger announced that the Baptist Church closed on the Wells property today. They will have a ball field and a soccer field.

B. Staff Reports

None

VII. ADJOURN:

The meeting adjourned at 7:59 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

MARCH 29, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 10:00 a.m.
- B. Pledge of Allegiance Skipped
- C. Roll Call Mayor John Moore and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Interim Finance Director Julie Walker, and City Clerk/HR Director Susan Kerley.
- D. Adoption of Agenda Councilman McNelly made a motion to adopt the Agenda as presented.. Councilman Hiemenz seconded the motion, and it carried 5-0.

II. A. CONVENE TO EXECUTIVE SESSION

Councilman Payne made a motion to convene to Executive Session, and it was seconded by Councilman McNelly. It carried 5-0

EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03 A.1. - City Council interviewed a candidate, Keith Buonocore, for the position of Finance Director.

RE-CONVENE TO REGULAR SESSION

Councilman Payne made a motion to reconvene to Regular Session. It was seconded by Councilman McNelly and carried 5-0.

- B. Council may make a decision regarding an offer to the candidate interviewed in Executive Session: J. Moore Councilman Wurgler made a motion to authorize Brandon Buchanan to offer the position of Finance Director to Keith Buonocore and to negotiate pay with him. Councilman Payne seconded the motion, and it carried 5-0.

VII. ADJOURN:

Councilman Wurgler made a motion to adjourn, and it was seconded by Councilman Payne. The meeting adjourned at 11:10 a.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**APRIL 11, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Councilman Fritsinger led the pledge of allegiance, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Interim Finance Director Julie Walker, and City Clerk/HR Director Susan Kerley.
Judge Rob Krombeen and Gioia Goodrum of the Chamber of Commerce were present.
- D. Approval of Minutes March 28 and March 29, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- E. Adoption of Agenda Councilman Payne made a motion to adopt the Agenda as presented.. Councilman Wurgler seconded the motion, and it carried 6-0.

II. PRESENTATIONS-NONE

III. PUBLIC PARTICIPATION

Ruth Sanzari, 2900 W. Luces Road, Williams, pointed out that the City has two flagpoles, one on the east side and one on the west side, with no flags. Mayor Moore replied that the flags are placed there by the company that leases towers from the City.

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: J. Walker Councilman Payne made a motion to approve the Consent Agenda Items as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.
- B. Approval of Check Register for Month Ending March 31, 2013:
J. Walker

V. NON-CONSENT AGENDA ITEMS

- C. Council may appoint Terri Sutton to the Housing Authority Board: J. Moore Mayor Moore said this Board needs another member to help insure a quorum at its meetings. Councilman Wurgler made a motion to approve Terri Sutton as a Housing Authority Board Member. Councilman Payne seconded the motion, and it carried 6-0.
- D. Council may adopt Resolution No. 1290, authorizing renewal of membership in the Susan Kerley read Resolution No. 1290 by number and title only. Councilman Dent made a motion to adopt Resolution No. 1290, and it was seconded by Councilman Payne. The motion carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

APRIL 11, 2013
COUNCIL ACTION

Rural Arizona Group
Health Trust for
three years: S.
Kerley

- E. Council will review and may approve an IGA with Coconino County for the use of the City of Williams' transfer station by County residents: B. Buchanan
Councilman McNelly made a motion to approve the IGA with Coconino County for use of the transfer station by County residents. Councilman Payne seconded the motion, and it carried 6-0.
- F. Council will review and may approve Kiwanis' seasonal swap meet on property on Railroad Avenue, north of Monument Park: J. Moore
Mayor Moore said the Kiwanis plan to hold their Swap Meet like they do every year. They have assured him they will do better at taking care of the area this year.
Councilman Wurgler asked for the dollar figure made last year for scholarships. The Kiwanis said it was about \$12,000. They use it for conventional scholarships given to high school seniors as well as to some participants in the People to People program, dual enrollments, etc. Councilman Wurgler said he was torn on this issue because he believes awarding scholarships is a noble effort. He encouraged Kiwanis to make it look attractive. In the past the Swap Meet has not contributed to the clean and beautiful image we market.
Councilman Dent added that the biggest complaint is about those who camp on days the Swap Meet is not being held. He suggested Kiwanis contact the Police Department or Council if help is needed.
Councilman Wurgler made a motion to approve the use of the property on Railroad Avenue for Kiwanis' seasonal Swap Meet. The motion was seconded by Councilman Dent, and it carried 6-0.
- G. Council will discuss and determine action to be taken regarding Impact Fees (tabled from 3/14/13 meeting): B. Buchanan
The consultant who was to attend had unexpected health issues and could not be here. Mayor Moore made a motion to table this item until the next meeting, April 25th. The motion was seconded by Councilman Fritsinger, and it carried 6-0.

VI. REPORTS AND INFORMATION ITEMS:

- H. Mayor and Council
- Councilman Wurgler gave credit to our County Supervisor, Matt Ryan, for Williams getting this County Park.
 - Councilman Dent added that it is a nice Park, one both locals and County folks can use.
 - Councilman McNelly said he had talked with Mandy Metzger

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

APRIL 11, 2013
COUNCIL ACTION

and assured her we will take care of the Park

I. Staff Reports

Brandon Buchanan:

- Cataract Lake Opening is this Saturday
- The consultant for the General Plan Update is coming up the 17th and 18th and would like to see Council Members individually.
- Staff Appreciation Day is on April 23rd. Councilman Wurgler said he plans to attend.

J. Magistrate Report

K. *CONVENE TO EXECUTIVE SESSION*

Councilman Hiemenz made a motion to enter into Executive Session, and it was seconded by Councilman Fritsinger. The motion carried 6-0. Councilmen Dent and McNelly recused themselves and did not return.

EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03 A4. - City Council will meet in Executive Session regarding contracts that are the subject of negotiations.

RE-CONVENE TO REGULAR SESSION

Councilman Wurgler made a motion to return to Regular Session, and it was seconded by Councilman Hiemenz. The motion carried 4-0.

VII. *ADJOURN:*

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The meeting adjourned at 8:49 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

APRIL 25, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
Attorney Kellie Peterson was present.
- D. Approval of Minutes April 11, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Payne seconded the motion, and it carried 6-0.
- E. Adoption of Agenda Councilman Dent made a motion to adopt the Agenda as presented with the removal of Non-Consent Agenda Item C. Councilman Fritsinger seconded the motion, and it carried 6-0.

II. PRESENTATIONS

- A.
- Mayor Moore recognized and presented a certificate for 30 years of service to Horacio (Hoch) Ortiz along with a check for \$300. He commended Hoch for his volunteer work in the community, particularly grilling with the American Legion members for numerous community events.
 - Mayor Moore introduced and welcomed Keith Buonocore, new Finance Director.
 - Councilman Wurgler presented Mayor Moore with a plaque, awarded by the NACOG Economic Development Committee in recognition of his valuable contributions.

Overview of on-going historic photo scanning project (Williams Historic Project): Margaret Hangan/Andrea Dunn

Margaret Hangan, Forest Historic Archeologist, and Andrea Dunn, Librarian, received a grant two years ago through the State for this project. They were spurred on by Patrick Whitehurst's book about Williams. Their photo project includes Williams and surrounding communities, Grand Canyon, Ash Fork, and Seligman. They are required to post part of their project on-line with the Arizona Memory Project. They are partnering with High School teacher, Heather Walker, to get students involved in collecting local data. A local gallery is putting up historic photos, and they are working with shops to display historic photos.

- ### **III. PUBLIC PARTICIPATION**
- Bobby Patricca, 412 N. 6th Street, stated that the parking behind his residence is the only parking at his home. So, he needs a heads-up if the Water Department plans for work to be done in the alleyway. He asked for advance notice of work to be done. Brandon Buchanan said that the door-hangar notices are at the printer's now. Mr. Patricca asked how soon the street striping will be done. The paint is on order now, Brandon Buchanan reported.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

APRIL 25, 2013
COUNCIL ACTION

IV. CONSENT AGENDA ITEMS

- B. Approval of Purchase Orders: J. Walker

Councilman Fritsinger made a motion to approve the Purchase Orders as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

- C. Council may approve an extension of premises permit for John Kennelly, License #06030035 for Pancho McGillicuddy's at 141 W. Railroad Avenue: S. Kerley/J. Kennelly

At the request of Mr. Kennelly, this item was removed from the Agenda.

- D. Council will hear brief presentations from vendors, review RFPs and may approve a proposal for a zip line: B. Buchanan

Two vendors, Soaring Eagle and Western Destinations gave presentations regarding their proposals for temporary, seasonal zip lines.

Logan Checketts with Soaring Eagle:

- This would be their first zip line in Arizona. Soaring Eagle currently has 22 zip lines in operation, including units at Dole Plantation in Hawaii and Bryce Canyon National Park.
- He believes it will increase traffic here as it is a great family attraction.
- The infrastructure is completely portable and moveable, and the blacktop would be patched when the infrastructure is removed.
- They would like to have the zip line in Williams for about six months. There is no minimum age for riders, but they must be 42" tall. The carts are rated @ 500 lbs. The cost would be around \$12/ride.
- They plan to use theming, like a '57 Chevy or a '66 Vette, that will be appropriate for Route 66 or a railroad theme.
- They would employ local people that are qualified as operators and cashiers.
- They believe the City parking lots on Grand Canyon Blvd. at Railroad Avenue to be the best location. If they had to locate away from the City Center, they would have to reconsider locating in Williams.
- They would like the sound effects to be loud enough for the

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

APRIL 25, 2013
COUNCIL ACTION

riders to hear but not blasting into town.

- When asked if he foresees traffic troubles, Police Chief Herman Nixon said they're going to happen, but they should be manageable.

Mike Brown of Western Destinations:

- Their zip line would be 600' long with zero impact. Their proposed location is the median that divides Route 66 from Railroad Avenue on the east end of the business district. The cost would be around \$35/ride.
- They are located out of Phoenix and would use their location at the corner of 4th Street and Route 66 as a sales center.
- They would lease a zip line unit, provide a massive jukebox, dress their staff members in 1950's and 60's costumes, and use a slogan such as, "Get Your Zip on Route 66".
- Their goal would be to set up quickly and be in Williams through the end of September. This location would be linked to their Western Destinations website.
- To slow down vehicles coming into town, they would like to start signage at the east end of the triangle (median). Chief Nixon commented that there's not a lot of parking here, and there would have to be some signage to slow down traffic.

A public participant, Rich Millard, address unknown, stated that he was in complete opposition to Mike Brown's plan. He had no opinion about the zip line. The business practices of Brown is his concern. In choosing one of these groups, an extreme amount of due diligence should be done to make sure that any agreements are completely bulletproof.

Mike Brown invited everyone to come to their locations or to call him with any questions.

Councilman Wurgler made a motion to accept the zip line proposal from Soaring Eagle, and Councilman Fritsinger seconded the motion.

Councilman Dent said he didn't know that one proposal was better than another. For what we've spent for available parking, this will take up most of the east end of the east parking lot. Because of the turnaround, the east end of the parking lot would be gone. Parking is critical to downtown. The historic look is huge to those entering from the north. This will give us a carnival look for the whole time the ride is up. He doesn't think we're for sale for \$271,000.

A roll call vote was taken:

Mayor Moore	Yes	Councilman Fritsinger	Yes
Vice Mayor Dent	No	Councilman McNelly	No

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

APRIL 25, 2013
COUNCIL ACTION

Councilman Hiemenz *Yes* Councilman Wurgler *Yes*

Councilman Payne *No*

The motion carried 4-3.

- E. Council will review and may approve APS voltage conversion project: B. Buchanan
- Joe Carter of APS explained that they are ready to start Phase III of this project. They will be changing out 10 transformers and installing dual voltage transformers. They will sound check the poles and will only replace what is substandard as each new pole costs \$5,000. Councilman McNelly made a motion authorizing APS to proceed with the voltage conversion project. Councilman Fritsinger seconded the motion, and it carried 6-0.
- F. Council will discuss and determine action to be taken regarding an ADOT loan for the construction of hangars at the airport: B. Buchanan
- Activity at the Airport has been encouraged for many years. Before going through the loan process, there is a need to gauge interest, complete a loan application and then bring it back to Council for approval. It would be feasible to start with some hangars and add more if there is additional demand. We will be demolishing one old hangar which leaves one hangar with three spots. The question for Council is whether there is interest in pursuing a loan to erect hangars, either six or ten.
- Brad Olson, newly appointed member of the Airport Advisory Committee, added, that to get anything going, hangars are needed. The Airport is currently underutilized. In Flagstaff 44' hangars go for \$350/month with a waiting list of six people. There is also a waiting list for box hangars at \$1,500/month. There is already a paved taxiway on either side of the proposed location for six to ten t-hangars. The suggestion was made to construct 10 hangars, lease those, then do another ten to mitigate risk to the City.
- Councilman McNelly said that if someone rents hangar, they will have expectations of snowplowing. Brad Olson said that DOT requirements regarding snow clearing already exist. Councilman Fritsinger suggested getting letters of intent.
- Councilman Wurgler made a motion to proceed with determining interest in hangar rental and then proceeding with the loan process, if appropriate, for the construction of ten hangars. Councilman Fritsinger seconded the motion, and it carried 6-0.
- G. Council will discuss and determine action to be taken regarding Impact Fees (tabled from 3/14/13 meeting): B. Buchanan
- Pat Walker of Pat Walker Consulting gave a presentation on Impact Fees, including points to consider as the City determines whether or not to move forward with new impact fees. Following her Power Point presentation, she answered questions:
- There is a 75-day period between adoption of Impact Fees and charging these fees.
 - The cost of an Impact Fee Study ranges from \$50,000 to \$200,000.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**APRIL 25, 2013
COUNCIL ACTION**

- Impact Fees are calculated based on equivalent units, not on square footage.
- If the City chooses to “bail out” of Impact Fees, it needs to pass an ordinance to that effect or simply wait until August 14, 2014, when Fees will go away automatically if no study is done.
- A half-day workshop is recommended to determine whether or not to proceed with an Impact Fee Study. A Study can be done at any time.

Councilman Dent made a motion to start with a half-day workshop. Councilman McNelly seconded the motion, and it carried 6-0.

VI. REPORTS AND INFORMATION ITEMS:

- H. Mayor and Council Councilman Dent noted that the new park (Cataract Lake County Park) has been open for two weeks, and he thanked Chief Nixon for parking the police car at the entry gate.
- I. Staff Reports No oral reports.

VII. ADJOURN: Councilman Payne made a motion to adjourn, and it was seconded by Councilman Wurgler. The meeting adjourned at 9:29 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

MAY 09, 2013
COUNCIL ACTION

I. PROCEDURES:

A. Call to Order There was no business to come before Council so no meeting was held.

B.

C.

D.

II. PRESENTATIONS

A. •

B. •

III. PUBLIC PARTICIPATION - None

IV. CONSENT AGENDA ITEMS

C.

D.

V. NON-CONSENT AGENDA ITEMS

E.

F.

G.

H.

I.

VI. REPORTS AND INFORMATION ITEMS:

A. Mayor and Council

B. Staff Reports

VII. ADJOURN: Councilman XXXX made a motion to adjourn, and it was seconded by Councilman YYYY. The meeting adjourned at XX:YY p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

MAY 23, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:02 p.m.
- B. Pledge and Invocation Mayor Moore led the pledge of allegiance, and Patty Williams offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, and Administrative Assistant Pamela Galvan.
Judge Rob Krombeen was present.
- D. Approval of Minutes April 25, 2013 Councilman Dent made a motion to approve the minutes as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman McNelly made a motion to adopt the Agenda as presented with removal of Item F., "Executive Session." Councilman Payne seconded the motion, and it carried 6-0.

II. PRESENTATIONS - None

- III. PUBLIC PARTICIPATION** – Patty Williams addressed the Mayor and Council with her concern that a business, located at Franklin Ave. and Grand Canyon Blvd., is currently being erected outside of a Planning and Zoning Commission proposed time limit for a zoning change. Mrs. Williams explained there had previously been three houses there. Mr. & Mrs. Baker had purchased this commercial property on Grand Canyon Blvd. that adjoins, and they wanted to change the residential zoning to Central Business District (CBD). It was presented at the September 9, 2008, Planning and Zoning meeting. Many were present and spoke against the project. Linda Baker presented a revised site plan with an "L" shaped office building with retail space. According to Mrs. Williams, representations were made to the public that there would be no improvement to the dirt alley, there would be no doors to the alley on the north side of the building, dumpster access would be from the inside walkway, the alley would be marked as a fire lane to prevent tenant parking, and rezoning was approved with the following conditions that Mrs. Williams proceeded to read contained in the minutes of the September 9, 2008, Planning and Zoning Commission minutes regarding the aforementioned business property.
- She felt that this is in violation of Ordinance No. 903. She claimed others didn't show up because they felt unheard because of development of the property was allowed to proceed.
- The Mayor asked if there were any questions for Patty.
- Councilman McNelly expressed his concern that Patty and others feel that Council doesn't care about what goes on. He questioned Mr. Pettit on the trash cans. Mr. Pettit noted that the trash cans are in an enclosure and that the alleys are for trash pickup and utilities services. Mrs. Williams stated that this went way past the deadline that was put in place.
- Mayor Moore stated at this point, this is Public Participation and if needed, it would have to go

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

MAY 23, 2013
COUNCIL ACTION

onto the agenda at a later date to talk about it and that Council can't get into too much detail during Public Participation.

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore
- B. Approval of Check Register, Month Ending 4.30.13: K. Buonocore
Councilman Fritsinger made a motion to approve the Purchase Order and Check Register as presented. Councilman Payne seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

- C. Council will consider and may recommend approval of the application for liquor license by Daniel Robert Watt for 514 E. Route 66, South Rim's Wine and Beer Garage: P. Galvan
 - Mayor Moore spoke of the improvement their business will add to the east end of town.
 - Mayor Moore inquired of the posting for 214 E. Route 66.
 - Pam Galvan responded, "City Staff did the required 20 day posting and the City Clerk received no responses."
 - Mayor Moore asked if anyone had any questions.Councilman Dent made a motion to approve the application for a liquor license and pass it onto the State Board. Councilman Heimenz seconded the motion, and it carried 6-0.
- D. Council will consider and may approve the replacement of traditional electric meters with automated meters by APS: Joe Carter/Brenda Hazlett
 - Mr. Carter noted that AMI (advanced metering infrastructure) has become an industry wide technology.
 - In 2006 APS began installing these meters throughout all of their service territory.
 - The technology will bring Williams up to date.
 - Installations will begin approximately three weeks to a month after approval. Customers will be notified by mail as well as door hangers. One to three days after notification, APS will install the meters.
 - Councilman Heimenz inquired on the reading for billing. Mr. Carter explained that it is all done by radio and cell phone technology.
 - Mayor Moore expressed concern for the control of individuals' power service. Mr. Carter explained that the when an individual comes in to pay their bill, staff will update the system, and services would be restored as soon as payment is made; all of this would be done by the push of a button. Ms. Hazlett added: "This process is actually faster than if they were to dispatch a meter reader to go out and turn

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

MAY 23, 2013
COUNCIL ACTION

service back on.”

- Councilman Fritsinger inquired on the removal of physical meter readers. Mr. Carter said that initially “yes” however, they still have customers who don’t have cell service or mountains are in the way of radio; therefore they will still have some physical readers throughout their entire system; i.e. Grand Canyon.
- Councilman Fritsinger asked if it will be done simultaneously and Mr. Carter confirmed “yes” it will be done simultaneously.
- Mayor Moore inquired if there would be any cost to the City. Mr. Carter responded, “No.”
- There was additional discussion regarding meter readers.
- It was asked if the City would suffer any negative effects if Phoenix were having power issues. Mr. Carter’s response was “no.”

Councilman McNelly made a motion to approve the replacement of traditional electric meters with the automated meters by APS at no cost to the City. Councilman Fritsinger seconded the motion, and it carried 6-0.

E. Council will consider and may approve the purchase of new supply and attack hose for the Fire Department: K. Schulte

- Mayor Moore asked if Mr. Schulte had anything to add to the information they had already received regarding the purchase. Mr. Schulte responded, “No.”

Councilman Dent made a motion to approve the purchase of new supply and attack hose for the Fire Department. Councilman Wurgler seconded the motion, and it carried 6-0.

F. *CONVENE TO EXECUTIVE SESSION*
EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03 A7. - City Council will meet in Executive Session regarding its position in negotiations for the purchase, sale or lease of real property.

RE-CONVENE TO REGULAR SESSION

Item F. removed prior to adoption of Agenda. (see Procedures, Item E.)

VI. REPORTS AND INFORMATION ITEMS:

G. Mayor and Council Mayor Moore passed a plaque around that had been presented to the City from the Run For The Wall cyclists. Chief Nixon and Judge Krombeen displayed the flag that had also been presented to the City.

H. Staff Reports *None*

I. Magistrate’s Report *None*

VII. ADJOURN: Councilman Dent made a motion to adjourn, and it was seconded by

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 4

**MAY 23, 2013
COUNCIL ACTION**

Councilman Payne. The meeting adjourned at 7:25 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**JUNE 13, 2013
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 Herman Nixon led the pledge of allegiance, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Building Inspector Tim Pettit and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes May 23, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Wurgler seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman McNelly made a motion to adopt the Agenda with the removal of Item #2 that was to come before the Board of Adjustments and Item C. from the Non-Consent Agenda.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION

- Mrs. K. Nichols said that, out of concern for young people, she would like the City to have the Recreation Center open for extended hours each week night, Monday through Thursday from 9:00 – 11:00 p.m. and on Fridays from 9:00 – 12:00 p.m. So that young people would have a place to go, she and her husband would be willing to “man” the facility during the extra hours at no charge.
- Mrs. Ruth Sanzari said she understands the Sultana and Canyon Club have pool tables. The Recreation Center has all that available. She is concerned that those 18 and older have a place to play pool or air hockey where there is no smoking or drinking. It would be no expense to the City other than utilities. The Nichols volunteered, but they are not City employees. If they were paid, they would return this money to the City. She thanked whoever pushed to get the flags up at the ends of town before Memorial Day.

Mayor Moore said he will pass this issue on to the Parks and Recreation Commission.

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve both Consent Agenda Items as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- B. Approval of Check Register for Month Ending May 31, 2013: K. Buonocore

V. CONVENE TO BOARD OF ADJUSTMENTS – PUBLIC HEARING

Councilman Dent made a motion to close the regular meeting and convene to the Board of Adjustments. The motion was seconded by Councilman Hiemenz and carried 6-0.

Item #1: Request by Love's Travel Center for Variance on Signage Plan

Kim Van Dyke, representing Love's, began by noting that of the many Council meetings he attends, this is one of the few that open the meeting with the pledge of allegiance and a blessing.

- Love's is the second largest nationwide travel center. They have 303 locations in 39 states. They see a need in this area and would like to be part of the community. They are supporters of Children's Miracle Network and other local charities.
- They would have 35-60 jobs in the restaurant, convenience store, and truck center, including management positions.
- With 303 travel centers, they deal with a lot of trucks and semis. The signage is huge for them. They have great sites right off interstates. Signage is critical because of pricers. Visibility and safety are the #1 issue. Larger signs allow trucks to position themselves safely before they reach the exit.
- Their sign will represent three to four separate entities. They have changed their usual signage so that all entities are represented on one smaller sign. They wanted 932 s.f. which is smaller than their national average of over 1,000 s.f. This is 1,132 s.f. smaller than some of their signs elsewhere.
- Councilman McNelly asked if the size of the high-rise sign is a showstopper. Mr. Van Dyke replied, "Yes." He pointed out that only one high-rise has been requested. The pricer on it is critical to their business.
- The entry signs and wall signs for which they are seeking variances are standard sizes in all their locations. There would be a directional sign at the northern end of the site with a street pricer and car turn-in so that they can be seen from the street. All their vendors have approved these packages.
- Mr. Van Dyke pointed out that the main critical sign for them is the high-rise; they have more room to work with the other, smaller signs.
- Chief Nixon said that signs are important to people looking for a location to avoid making sudden stops. They help visibility and safety.

Attorney Tevis Reich, representing Chuckie Sandoval, spoke next:

- Mr. Reich noted that advertising and visibility are not covered in the criteria the Board of Adjustments must consider. He pointed out to the Board of Adjustments that a hardship must be present, some condition with the property that puts it on unequal footing. A variance would level the playing field.
- He reviewed the six findings that Love's must establish and the Board of Adjustments must find in order to grant the request for a variance.
- He told the Board of Adjustments that Love's variance application must be denied because their request exceeds the permissible limits established by Code, both in size

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

JUNE 13, 2013
COUNCIL ACTION

and number. Also, Love’s fails to establish the required factors necessary for the Board to grant a variance.

- He criticized the Staff Report, saying that it had deficiencies and problems, including:
No analysis of how the Request is consistent with the General Plan
Failure to analyze the six criteria
Contains no recommendation from Staff

Councilman Hiemenz asked Mr. Reich if he has ever seen the signs at the west exit. Mr. Reich replied that he assumes a variance was granted based on the six criteria. An unidentified, female public participant pointed out that these other large signs create the even playing field. Patty Williams, a public participant, said that this is not a regular business. It is four businesses, not just one. She would rather see one sign rather than four separate ones. The businesses need visibility. Pat, a public participant with no last name given, asked if any other potential sites were considered by Love’s. Mr. Van Dyke replied that they have looked at a site in Bellemont, but it was not suitable. Signs are part of the reason they’re no longer considering the Bellemont site.

Mayor Moore asked if Staff had a recommendation. None was stated.

Councilman Dent made a motion to table this issue until we get our ducks in a row [Council meeting on 7.11.2013]. Councilman Wurgler seconded the motion. A roll call vote was taken:

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

The vote was unanimous in favor of tabling this item.

tem #2: Request by Addicted to Route 66 for Review of determination regarding flashing sign. This item was removed before the adoption of the Agenda.

RECONVENE TO REGULAR SESSION

VI. NON-CONSENT AGENDA ITEMS

- C. Council may approve recommendation to Arizona Department of Revenue for bingo license to be issued to American Legion Cordova Post #113 at 425 E. Grant: S. Kerley
This item was removed before the adoption of the Agenda because all necessary paperwork had not been submitted.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

JUNE 13, 2013
COUNCIL ACTION

- D. Council will consider and possibly adopt Resolution No. 1291, approving all matters related to incurring a loan agreement with the Greater Arizona Development Authority to refinance a prior loan there from; delegating determinations of certain matters to the City Manager and declaring an emergency: B. Buchanan
Councilman Dent made a motion to read Resolution No. 1291 by number and title only. Councilman Payne seconded the motion, and it carried 6-0. City Clerk Susan Kerley read Resolution No. 1291 by number and title only. Councilman Dent made a motion to adopt Resolution No. 1291. Councilman Fritsinger seconded the motion, and it carried 6-0.
- E. Review of Tentative Fiscal Year 2013/2014 Budget: B. Buchanan/K. Buonocore
Mayor Moore suggested thinking over the budget, asking questions, and setting a general work session to look at the budget. Councilman McNelly made a motion to hold a Work Session to review the budget on Monday, June 17th at 6:00 p.m. Councilman Fritsinger seconded the motion, and it carried 6-0.

VII. REPORTS AND INFORMATION ITEMS:

- F. Mayor and Council
Mayor Moore met with representatives from Senator Flake’s office and asked their help in changing the designation of the land around the airport and in finding some money to develop utilities out that way.
- G. Staff Reports
Susan Kerley made reservations for all Council members for the Arizona League of Towns and Cities Conference in Tucson, August 27th – 30th. Please let her know of any cancellations before the end of July.
- H. Magistrate Report

**VIII. CONVENE TO EXECUTIVE SESSION – 8:10 p.m.
EXECUTIVE SESSION
RECONVENE TO REGULAR SESSION**

- IX. ADJOURN:** The meeting adjourned at 9:31 p.m.

ATTEST:

City Clerk

Mayor John Moore

CITY OF WILLIAMS CITY COUNCIL

WORK SESSION
ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

JUNE 17, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 6:05 p.m.
- B. Roll Call Mayor John Moore, Vice Mayor Don Dent and Councilmen Craig Fritsinger, Bernie Hiemenz (late), Frank McNelly (late), Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- C. Adoption of Agenda Councilman McNelly made a motion to adopt the Agenda as presented.. Councilman Hiemenz seconded the motion, and it carried 4-0.

II. WORK SESSION ITEM:

- A. Fiscal Year 2013/2014 Budget Review Council members posed questions and requests. Councilman:
- Fritsinger would like to see the differences from last year to this year on page 12.
 - Dent noted that special revenue funds appear to be up. Keith Buonocore explained that grant money is carried on the books from the time of application so that if the grants are awarded, we will have authority to spend the funds when they're received. If the grants are not awarded, their amounts are deducted from the next budget. Brandon Buchanan said that we plug in about \$5 million each year to have budget authority.
 - Dent asked about the funds available for a one-time employee bonus. This is shown on page 35 under *Contingency Fund*. If Council Members approve the budget, explained Buchanan, the \$62,00 will be divided by the current number of full-time employees and distributed evenly. Since there have been no raises in three years, this will be something for the employees. Councilman Dent and others instructed this line item to be charged to each department per employee.
 - Dent asked if \$100,000 is the actual cost of an Impact Fee Study. Buchanan said "no," this is still being worked out.
 - Fritsinger observed that Regular Employee expenses have increased in almost every department. Buchanan pointed out that the Finance Department now has four employees, including a Finance Director and an Accounts Payable/Payroll Clerk. Also, the Maintenance Department has summer employees with one designated just for the care of the ball fields. Another employee is on call for concrete work.

CITY OF WILLIAMS CITY COUNCIL

**WORK SESSION
ANNOTATED MINUTES
AGENDA ITEM**

PAGE 2

**JUNE 17, 2013
COUNCIL ACTION**

- Payne said he has noticed that when someone retires, we're not filling the position. Buchanan said he thinks a couple of positions may go away through attrition.
- McNelly pointed out that the shouldering of roads is important, and we need a good blade man in the Street Department to work on this project. We really need to stay on top of shouldering.
- Dent suggested that maybe the City should do pre-employment physicals.
- Wurgler said they have gotten a bad reputation over the years. Typically, few problems are found up front.
- Dent instructed Susan Kerley to research accessing medical information from data collection sources and the advisability of pre-employment physical and psychological testing.
- It was noted that the pool is a quality of life issue.
- Dent suggested getting prices for those individual, commercial property owners downtown who want to buy historic street lights and connect them to their own property's electricity after a discussion regarding their purchase and installation.
- McNelly and Payne questioned whether electric rate increase income is being put into capital upgrades for the electrical system. Brandon Buchanan said that if we save \$1 million each year from transfers from the electric system to Water, then water and wastewater rates will need increases. Debt service is a major burden. We are keeping water/wastewater rates low by subsidizing from the Electric Fund. Debt is the root of the problem. We have a \$22 million budget and \$36 million in debt. Debt service is non-negotiable.
- Dent mentioned that we pay about \$150,000 per year to maintain the APS office and employees. The building could sell for one-quarter million dollars. It was noted that it is nice to keep an APS presence for customer service and for engineering.
- Wurgler asked if Council could authorize the City Manager to start a discussion with APS. Mayor Moore said to consider it done and authorized Brandon Buchanan to talk with APS.
- Wurgler pointed out that we are spending money at the Golf Course, but it is a major asset for the community. Brandon Buchanan added that positive feedback is being received on the new management. Next year we may be able to do a clean closure on the lagoons and use them to store effluent during

CITY OF WILLIAMS CITY COUNCIL

WORK SESSION
ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

JUNE 17, 2013
COUNCIL ACTION

the winter and send it to Elephant Rocks in the summer.

- Brandon Buchanan reviewed strategic capital projects that include an impact fee study as the number one priority, finishing the Recreation Center Park, putting in a smaller kids play area, bathroom at Buckskinner Park, and the Fire Department wants an additional SUV-type vehicle to transport personnel to fires when they're not taking fire-fighting equipment.
- Dent asked if striping is done in-house or outsourced. He asked Brandon Buchanan to discuss this with the Supervisor. Buchanan said that contracting a blade guy would be cheaper than a team of stripers.
- Dent complimented Brandon Buchanan on what he does to save money. He asked if there's any area where, in a couple of years, we may wish we'd spent more money. He wanted to know if there's something missing.
- Buchanan said the only request that was partially cut is the vehicle for the Fire Department. Everything else requested by Department Heads is in the budget.
- McNelly asked the Finance Director if there's any projection for funding a raise for employees.
- Keith Buonocore said that, right now, debt is covered – it is paid from the Electric Fund. He pointed out that we have to do maintenance.
- Brandon Buchanan stressed that the City will save \$137,000/year for only a couple of years from refinancing debt. Three years from now, we will have to cover this postponement.

VII. ADJOURN:

Councilman Payne made a motion to adjourn, and it was seconded by Councilman Fritsinger. The meeting adjourned at 8:19 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

JUNE 27, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Council Member Fritsinger led the pledge of allegiance.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler (late) were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes June 13, 2013, and June 17, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 5-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - None

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Hiemenz made a motion to approve the Consent Agenda Items as presented. Councilman Payne seconded the motion, and it carried 5-0.

V. NON-CONSENT AGENDA ITEMS

- B. Council will review and may adopt the 2013/2014 tentative budget: B. Buchanan/K. Buonocore Brandon Buchanan said that the changes made since the first draft of the budget include a part-time planner to assist the Building Inspector.
Councilman McNelly asked about the \$4 million difference in grants. Brandon explained that the amounts of grants applied for are included in the budget each year. If we are awarded the grants, then we will have the spending authority to use the proceeds.
Brandon Buchanan added that the one-time bonus for employees has been reallocated from General Administration to the different departments. The part-time planner has been budgeted for 24 hours per week year round. Councilman Dent asked how the bonus will calculate out. Brandon said it will be about \$750 per employee.
Councilman McNelly made a motion to approve the 2013-2014 tentative budget as presented, and it was seconded by Councilman Fritsinger.

A roll call vote was taken:

Vice Mayor Dent: Yes

Councilman Fritsinger: Yes

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

JUNE 27, 2013
COUNCIL ACTION

Councilman Hiemenz: Yes
Councilman McNelly: Yes
Councilman Payne: Yes
Councilman Wurgler: Yes
Mayor Moore: Yes

The motion was approved unanimously.

VI. REPORTS AND INFORMATION ITEMS:

- A. Mayor and Council Mayor Moore attended a NACOG meeting today. He appreciates those from other communities asking how Williams attracts so many visitors.
 Councilman McNelly said that the Cowpunchers' Rodeo went well, and it was well-attended. They had some water issues that the City was able to accommodate. They had a record crowd.
- B. Staff Reports Susan Kerley asked Council members to see the report they requested on pre-employment physicals behind Tab D. Council Members will look over the Report and put its subject on a future Agenda if desired.

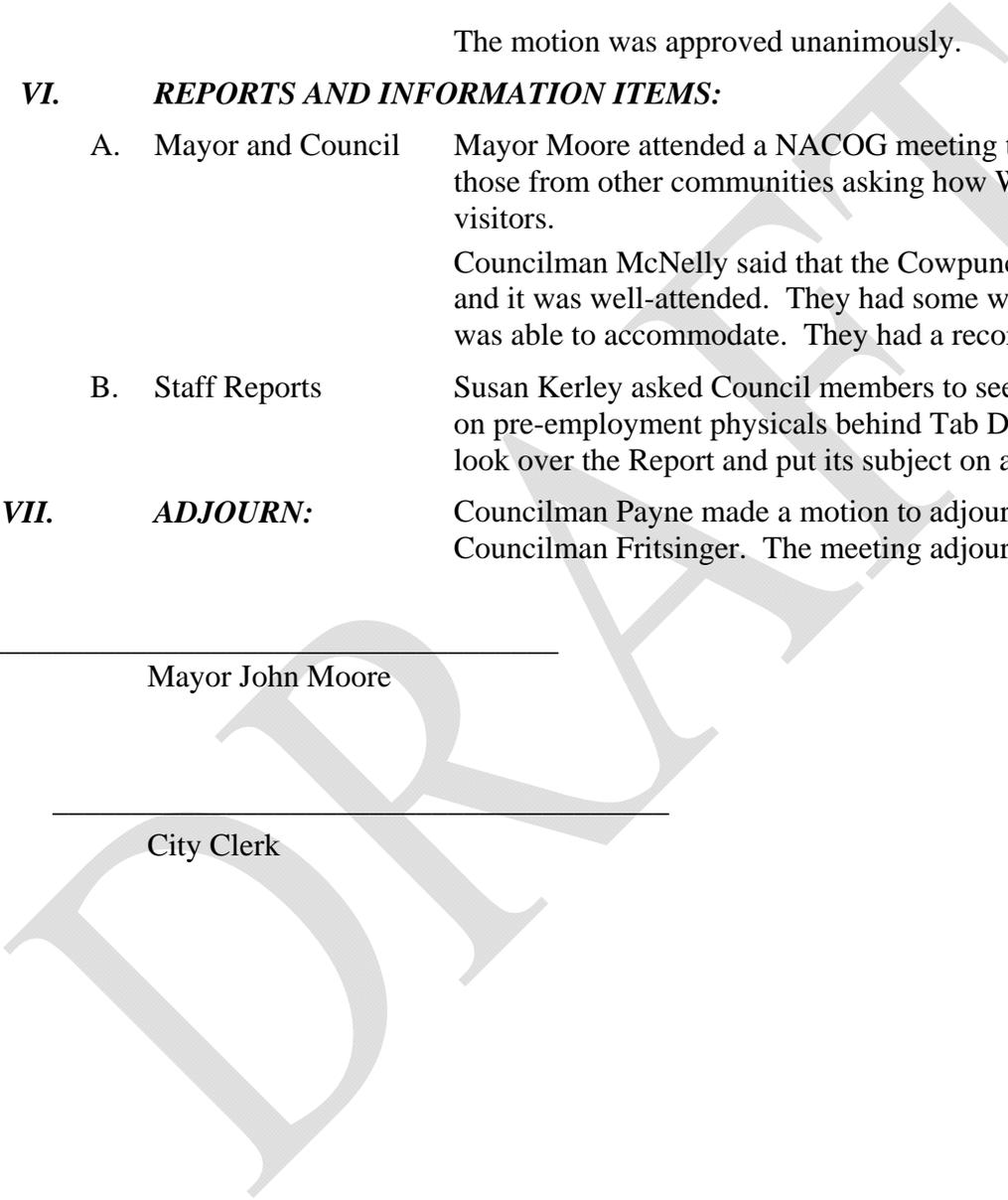
VII. ADJOURN:

Councilman Payne made a motion to adjourn, and it was seconded by Councilman Fritsinger. The meeting adjourned at 7:10 p.m.

Mayor John Moore

City Clerk

ATTEST:



CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

JULY 11, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Al Richmond led the pledge of allegiance, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Building Inspector Tim Pettit, Judge Rob Krombeen and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes June 27, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman Dent made a motion to approve the Agenda as presented. Councilman Payne seconded the motion, and it carried 6-0.

II. PRESENTATIONS – NONE

III. PUBLIC PARTICIPATION

Patty Williams asked when an item will be on the Agenda regarding Council ignoring or not enforcing City Code. Mayor Moore suggested she speak with the City Manager, who can determine whether the item should appear on an Agenda.

IV. CONSENT AGENDA ITEMS

- C. Approval of Purchase Orders: K. Buonocore Councilman Dent made a motion to approve the Consent Agenda Items as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.
- D. Approval of Check Register for Month Ending June 30, 2013: K. Buonocore

V. C. CONVENE TO PUBLIC HEARING

Pursuant to A.R.S. 9-462.06, the public will be heard on its comments regarding:
Request by Love's Travel Stop for Variance on Signage Plan

Councilman Hiemenz made a motion to convene to Public Hearing. It was seconded by Councilman Payne and carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

JULY 11, 2013
COUNCIL ACTION

Mayor Moore said everyone would have an opportunity to speak and asked that a representative from Love's Travel Stops begin.

- Tony Cullum, attorney from Flagstaff, introduced Kim Van Dyke out of Oklahoma City, who is in charge of Love's Real Estate Division and Keith Manley, nationally-recognized Traffic Safety Engineer who will comment on the safety issues involved. He said that Love's, based in Oklahoma, mainly deals with small cities, like Joseph City. They love their Love's, and it has become a gathering spot for the community. Their sign is over 1,000 square feet.
- On this one, they are willing to knock it down to only 558 square feet. City Staff has done a wonderful job. Both the Planner and the City Manager and their attorney did an excellent job with the Staff Report. The City's Attorney did a great job – she took care of all measures and filled in the blanks.
- Mr. Cullum believes there are a few things that ought to be talked about:
 - This is an Internet world. Folks look up the City of Williams if they're taking a trip for motels, restaurants and a check on the price of gasoline. Consistently the highest price of gas in Arizona is in Williams, AZ.
 - Does Williams need a truck stop? Twenty years ago, he worked on a plan for one at the Garland Prairie exit off I-40. It was never developed because they could not get water. But the need was there 20 years ago.
 - With Love's, people pull off I-40 to get gas, and they use the restaurants, shop, etc. If you have branded stations, those with credit cards will go to Shell, Mobil, Chevron, etc.
 - Williams has the reputation for working with people and businesses, like the Grand Canyon Railway and Bearizona because they're willing to work with folks. Folks in Joseph City worked with Love's, and it has proved to be their largest employer and a community-oriented company.
- Mr. Cullum agrees 100% with the Staff Report and its six reasons why variances are necessary.
- How do you oppose a variance? You set the bar so high you can never get over it.
- If this is appealed to Superior Court, what happens? The Court does not care what the Board of Adjustments' ruling is. The only thing the Court does is look at the process to make sure a legal process was followed.
- Variance rulings run with the land. Here, we are dealing with one specific parcel of land and are talking about land features that require signage, whether it is a motel, restaurant, etc. Look at what is required for basic concerns:
 - The land itself: Most traffic comes off I-40. The Interstate is about 100' high on a reverse curve. The property is fairly far off the Interstate. To make a split second decision to take the exit, you need to see the sign and make your move as quickly as you can – you need reaction time.
 - The worst thing is if you don't get the proper signage and it causes accidents. Safety is the driver.
 - Topography – View is blocked by the Chevron station and the Quality Inn.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

JULY 11, 2013
COUNCIL ACTION

The more and the better signage, the safer it will be. If a 558 square foot sign is used, then the safety and legal findings have been worked out.

Keith Manley, Traffic Safety Engineer, Flagstaff, spoke:

- He consults with the States of Arizona and Hawaii and is under contract with Colorado for every city and county. Because of his specialization, he provides training for public agency staffs throughout the U. S.
- He put on the hat like he was the Traffic Engineer for Williams. A signage ordinance cannot possibly address every situation that may arise.
- This is a unique situation. It is away from downtown and residential areas – all pluses. The signage issue itself has been addressed by City Staff. The only reason big rigs would be in residential neighborhoods would be poor signage. They need signage more than anybody else. If we want to make sure nobody goes the wrong way – the way to do it is through signage.
- There are a number of unique situations on this property, including trees, elevation, and blockage from existing gas station and signs. He suggests signs be as big and flashing as possible. It behooves everybody that the place be well signed.

Councilman McNelly asked Mr. Manley to elaborate on safety issues.

- Mr. Manley replied that, when the development is looked at from a view of traffic safety, what will facilitate safety? Location and doing everything safety-wise to help vehicles exit safely by having the necessary information available at drivers' decision points.

Councilman McNelly asked if it would be unsafe without larger signs.

- Mr. Manley replied, "It will be safer with the signs."

Tevis Reich, Attorney at Law, Flagstaff spoke:

- Mr. Reich was addressing a question to Mr. Cullum when Mr. Cullum explained that speaking should be to the Board, not questioning another attorney. Mayor Moore asked that Mr. Reich speak to Council and asked City Attorney, Kellie Peterson, if she agreed. She agreed that this was the correct procedure.
- Variances are to be granted "sparingly in exceptional circumstances." They must demonstrate unique circumstances, like property with a cliff in an area where fencing is prohibited. A variance would allow owners to put up a fence to keep people from driving over the cliff.
- Applicants must show a practical difficulty or physical hardship to be granted a variance.
- He believes there is not a safety concern here. However, there are ways to mitigate safety concerns by using the blue ADOT signs and billboards. Truckers can also use the Internet to find this location.
- Mr. Reich passed out excerpts from the *Arizona Driver License Manual and Customer Service Guide*, covering *Entering and Exiting the Highway*. Mr. Reich referred to page 31, "if you miss your exit, do not stop. NEVER back up on a highway. Get off the highway at the next exit and look for signs showing you how to rejoin the road in the other direction."

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

JULY 11, 2013
COUNCIL ACTION

- He believes that any business can make an argument that safety is an issue, but this is not the basis for a variance.
- A variance does travel with the property. He gave an example of an auto dealer in Scottsdale who decided to sell three different types of vehicles. He requested a larger sign, but this was not allowed because it was a self-inflicted hardship.
- A variance is the legal status granted to a parcel, not its owner. It does not result when personal needs, preferences or circumstances arise.
- By calling it a directory sign, Staff has categorized the CAT Scale sign incorrectly. This scale sign adds a third sign over the square footage allowed.
- No hardship has been demonstrated.
- Staff also makes a flawed inference that greater distance from the Interstate requires a larger sign. The proximity of a piece of real estate to the Interstate has no bearing.
- The property must have a deficiency to need a variance.
- He concluded that the difficulty is self-imposed by the use proposed by the applicant.

Attorney Tony Cullum spoke:

- When Staff looked at this property, they found:
 - The Interstate is over 100' high.
 - The speed limit is 75 m.p.h.
 - The exit is on the outside of a reverse curve.
 - The off-ramp drops off quickly to a low area.
 - The property itself is fairly far from the freeway.
 - There are three obstructions:
 - The Chevron station.
 - The Quality Inn.
 - A large row of pine trees on the Gonzales Lake side.
 - All of these are unique physical aspects of these 12 acres.
- Other signs fall into one of three categories:
 - Other large signs have been approved.
 - Some similar signs were grandfathered.
 - Some large signs were put up and are there without permission.
- Directional signs: Large truck stops have a scale (CAT specially calibrated). A directional sign above the scale tells trucks where to stop or when not to back up. The scale gives trucks their computerized weight. They need a scale at this type of truck stop.
- He concluded by telling the Board of Adjustments that they will never make everybody happy, but they should look at the long run. In 1988 he was here with Max Biegert for Grand Canyon Railway, discussing the variances needed for the Railway. Then they heard public comments. Other business owners feared

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**JULY 11, 2013
COUNCIL ACTION**

competition from the hotel, restaurant and gift shop. However, as the lake rises, all boats go up.

Williams' resident Ruth Sanzari spoke:

- Mrs. Sanzari said she would like to consider the positive:
 - This is away from the Historic District.
 - People will come in to drive on Route 66 and eat at local restaurants.
 - Love's has jumped through hoops to fit into the community.
 - Love's will provide employment.
 - They will lower gas prices in town. Diesel is \$.80 cheaper in Flagstaff. If prices were more reasonable, they would have more local business.
 - It is also important for locals to have access to scales.
 - She found one comment heard from one Council Member was not positive: We'll have more bottles and litter.
 - She sees more advantages for Love's coming to Williams and encouraged Council Members to consider what is best for the community.

Judy Givens, 425 W. Rt. 66, spoke:

- She agreed with Ruth.
- Many people drive anywhere except Williams to buy gas. She believes tourists are being taken advantage of and locals are being driven elsewhere to buy gas.

Jerry Brisher, 203 S. Taber, spoke:

- He was a trucker for 25 years and is now a shuttle bus driver.
- As a trucker, he sees a Love's here as heaven. They are clean and safe, and he urged the Board of Adjustments to approve the variance and to welcome Love's.

Mayor Moore noted that, from his observations, a large part of their business would be RVs and motor homes.

Resident Patty Williams spoke:

- The Chevron sign is a logo with no prices.
- During the winter, blizzards may cause trucks to be parked all over town.
- One local business has "No Semis" sign posted.
- She reminded that three restaurants went out of business because the Family Dollar store was built between them and Route 66, and they were no longer visible.

Valerie Hill of Parks, AZ, spoke:

- She makes two-three trips daily from Parks to Flagstaff.
- When she was on the road for rodeos, she always stopped at Love's because they are safe for a woman traveling alone.
- She always looked for Love's large signs.
- She does not gas up here and does not recommend it to her clients.
- She recommends a large sign.

Kim Van Dyke, Love's, spoke:

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 6

JULY 11, 2013
COUNCIL ACTION

- RVs are a huge part of their business. They have more cars than trucks, but the trucks have the fuel volume.
- The whole thing comes to: Is it a safety issue? Coming eastbound, the visibility is not as great. Animals and liquid in trucks can shift, causing more needed reaction time.
- They will be a great neighbor here.
- They are not on a level playing field and are not asking for a sign taller or larger than existing signs. There are many signs larger than code allows.
- Consider they are asking only for what they need in this community in order to be on a level playing field.

Kellie Peterson, City Attorney, spoke:

- The CBD designation is not relevant to the area being discussed. This property, 1100' from I-40 is already zoned for commercial use.
- If you compare other signs in the area and see element #6, it is not o.k. to have bigger signs because someone else has them, but because they do not detract from the area.
- The CAT scale sign will be on the interior of the property. Truckers are already there and the sign says that's where you go. It is a directory sign that promotes safety.

Councilman Dent made a motion to close the Public Hearing and convene to the Board of Adjustments. It was seconded by Councilman Heimenz and carried 6-0

CONVENE TO BOARD OF ADJUSTMENTS

Consider application by Love's Travel Stop for Variance on Signage Plan

There was no discussion, and Councilman Dent made a comment to clarify: Before Council is not whether Love's will come. Its only decision is on the signs.

Councilman Heimenz made a motion to approve Variance Requests #1 - #4 recommended by City Staff:

Variance Request #1: *Request to allow freestanding Hi-Rise sign of 558 square feet in size. Maximum allowed per code 300 square feet.*

Variance Request #2: *Request to allow additional freestanding sign of 101.25 square feet. Maximum per code is one freestanding sign with a maximum of 300 square feet.*

Variance Request #3: *Request to allow Certified Cat Scale sign of 107.50 sq. ft. at 21' in height. This is interpreted as a Directory Sign per code and is not an advertisement sign and is allowed 24 sq. ft. at 6' in height. Also attached to the pole is another Directory sign of 6 sq. ft. at 10' in height. Code allows 24 sq. ft. at 6' in height.*

Variance Request #4: *Request to allow 3 directional signs of 18.50 sq. ft. at 6' in height and 1 Carl's Jr. Directional sign 4' in height. Code allows directional signage as needed to direct the flow of traffic. Code allows these signs to be a maximum of 6 sq. ft. in area and of 3' in height.*

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

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 7

JULY 11, 2013
COUNCIL ACTION

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

RE-CONVENE TO REGULAR SESSION

VI. NON-CONSENT AGENDA ITEMS - NONE

VII. REPORTS AND INFORMATION ITEMS:

D. Mayor and Council - None

E. Staff Reports

- Brandon Buchanan showed photographs of the Rodeo Grounds bleachers to Council after they were damaged by a storm on Friday, June 28th. New bleacher covers will not be in place on the Rodeo Stands by Labor Day. Susan Kerley added that an insurance claim has been filed, and Travelers is waiting for us to provide them with an estimate for replacement of the canopy and its supporting metal framework.
- Susan Kerley asked who would be attending the APS dinner on August 27th at the AZ League of Cities and Towns Conference. Councilman Wurgler, Councilman Fritsinger, and Mayor Moore answered in the affirmative.
- Scott Little, General Manager of the Golf Course offered a Report:
 - Groupons has attracted 1,400 golfers. They are seeing folks from out of town.
 - June was up 8% over last year. It was a little down in total revenue on the golf side, but the total facility was up about 3% over last year. On July 5th, 254 rounds in one day were played which broke the record. Year-to-date, golf course only revenue is up about \$1,300.

VIII. ADJOURN:

The meeting adjourned at 8:35 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

JULY 25, 2013
COUNCIL ACTION

- I. PROCEDURES:**
- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Water Superintendent Jim Courchaine, Water/Wastewater Operator Kathy Fuller, Recreation Director Rose Newbold, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes July 11, 2013 Councilman McNelly made a motion to approve the minutes as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman Hiemenz made a motion to approve the Agenda as presented. Councilman Payne seconded the motion, and it carried 6-0.

II. PUBLIC PARTICIPATION

- Mayor Moore asked Brandon Buchanan to introduce the new Water Superintendent. Brandon said that James (Jim) Courchaine has hit the ground running and has made some positive changes during his first two weeks. Jim said he already loves this town. He is from the Boston/Charlestown area.
- Bobby Patricca, Parks and Recreation Commissioner and Board Member of the Friends of the Aquatic Center, said that a “hot button” issue is the climbing wall and the pool. When he looks at other facilities, he realizes the investment that the pool needs. While there is an increase in the budget, there is no funding for the pool pak. The usage of the pool is not very much. A climbing wall would be great if it were implemented correctly so it did not impact other uses of the pool. He wants a climbing wall. Other things around town, like the Tot’s Park, need some TLC. He recently traveled from here to Indiana and back, stopping at a number of Love’s Travel Stops. They were always clean, and the people were nice. The most expensive gas on the trip was in Williams when he pulled off the Interstate.
- Ruth Sanzari asked that the soda machine just outside Council Chamber doors be moved around the corner into the lobby. It is so noisy that people can’t hear. Brandon Buchanan said there is money in the budget to improve the sound system so people can hear better.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

JULY 25, 2013
COUNCIL ACTION

- Claire Hydock, treasurer, spoke for Friends of the Aquatic Center. She had several questions: Why put a climbing wall at the pool? What would be the extra costs, like for liability insurance? How much more money will it bring in?
- Mayor Moore explained that, when the pool was built, they didn't put in anything for young folks. It is too shallow for a diving board. The idea for a climbing wall came about years ago as a possibility. Just because it's in the budget doesn't mean it will be done.
- Rose Newbold, Recreation Director, said this has been discussed since 2000. The unit is used in over 300 swimming pools around the country. Its cost is \$5,000 to \$6,000, and it attaches with only four bolts. It would not impact other activities. We are trying to get more people in there, particularly school-age kids. We will have to increase usage to ever have the pool open year round.
- The Mayor noted that this item is not on the Agenda. He polled Council members, and they agreed the item should be pulled out of the budget and dealt with at a later date.
- Claire Hydock asked that the budget be corrected to reflect that proceeds from a grant she wrote plus \$2,000 were contributed by Friends of the Aquatic Center.
- Patty Williams, Parks and Recreation Commissioner, added that the Commission has not discussed a climbing wall in years.
- Mayor Moore thanked the Friends for their efforts and contributions.

III. CONSENT AGENDA ITEMS

A Approval of Purchase Orders: K. Buonocore

Councilman Dent made a motion to approve the Purchase Orders as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.

IV. NON-CONSENT AGENDA ITEMS

B. Council may recommend approval of application for Special Event License by Williams VFW for beer booth at the Labor Day Weekend Rodeo on Saturday, August 31, 2013, and Sunday, September 1, 2013: S. Kerley

Susan Kerley introduced Rodger Ely of the American Legion. She reviewed Council's option to recommend approval of this application to the Department of Liquor License and Control so that the Legion might operate a beer booth. Councilman McNelly asked if the people putting on the Rodeo wouldn't want the beer concession. Mr. Ely said the Kiwanis asked them to sell beer at this event as a fundraiser. They will use the funds to maintain the Post and support Veterans in the community. Councilman McNelly made a motion to recommend approval of this application. The motion was seconded by Councilman Hiemenz, and it carried 6-0.

C. Council may adopt Councilman Dent made a motion to read Resolution

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

JULY 25, 2013
COUNCIL ACTION

- Resolution No. 1292 which provides for the adoption of the budget for Fiscal Year 2013-2014:
B. Buchanan
- D. Council may adopt Resolution No. 1293 which approves the expenditure limitation of \$19,562,451 in Fiscal Year 2013-2014: B. Buchanan
- E. Council will determine how many readings will be required for Ordinance No. 933, levying the assessed valuation of the property within the City of Williams. Council may adopt Ordinance No 933 after its first reading or schedule additional readings: J. Moore
- F. Council will determine how many readings will be required for Ordinance No. 934, levying upon the assessed valuation of the property within the Williams Community Facilities District. Council may adopt Ordinance No. 934 after its first reading or schedule additional readings: J. Moore
- No. 1292 by number and title only, and the motion was seconded by Councilman Wurgler. It carried 6-0. Susan Kerley read Resolution No. 1292 by number and title only. Councilman McNelly made a motion to adopt Resolution No. 1292, and Councilman Hiemenz seconded the motion. It carried 6-0.
- Councilman Payne made a motion to read Resolution No. 1293 by number and title only, and the motion was seconded by Councilman Nelly. It carried 6-0. Susan Kerley read Resolution No. 1293 by number and title only. Councilman McNelly made a motion to adopt Resolution No. 1293, and Councilman Payne seconded the motion. It carried 6-0.
- Councilman Payne made a motion to waive three readings and to read Ordinances No. 933 and 934 one time. Councilman Wurgler seconded the motion, and it carried 6-0. Councilman Wurgler made a motion to read Ordinance No. 933 by number and title only. Councilman Payne seconded the motion, and it carried 6-0. Susan Kerley read Ordinance No. 933 by number and title only. Councilman McNelly made a motion to adopt Ordinance No. 933, and Councilman Dent seconded the motion. It carried 6-0.
- Councilman Payne made a motion to read the Ordinance by number and title only. Councilman McNelly seconded the motion, and it carried 6-0. Susan Kerley read Ordinance No. 934 by number and title only. Councilman Dent explained to the public that the Community Facilities paid for the historic downtown street lights and their maintenance as well as for the sidewalks in that area. Councilman Dent made a motion to adopt Ordinance No. 934, and Councilman Hiemenz seconded the motion. It carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

JULY 25, 2013
COUNCIL ACTION

- G. Council will consider and may approve the purchase of Wild Land Fire Uniforms for Fire Department: K. Schulte
Mayor Moore congratulated the Fire Department members and thanked them for representing the City in the tragedy down South [Yarnell/Prescott]. Councilman Wurgler made a motion to approve this purchase. Councilman Payne seconded the motion, and it carried 6-0.
- H. Council will discuss rules and regulations applicable to Commissions and Committees and may recommend action: J. Moore
Mayor Moore pointed out that Council is due to make appointments in July each year. However, some procedures need to be reviewed. The Mayor will present all information to Council within a week or ten days. He will be speaking with City Attorney Kellie Peterson and may possibly need to call a special work session. There were no questions.

EVENTS AND INFORMATION ITEMS

V. **REPORTS, CURRENT**

- I. Mayor and Council
The Mayor received a call from Senator Flake’s office asking for support of a Bill to do with the Forest service. If it does not pass, it will cut out the thinning of the Forest. He will send a letter of support from Mayor and Council.

- J. Staff Reports
Susan Kerley said she attended Election Officials’ Training in Mesa last week and will be working with Kellie Peterson to prepare the necessary Ordinances and Resolutions to bring before Council.

Jim Courchaine handed out a July 23rd Raw Water Storage Report and explained that it accurately shows the levels of water. Councilman McNelly told him that water’s a huge deal here. Council would like to have a good rapport and be kept aware of future capacities. Jim added that he’s available to them by phone 24/7.

V. **ADJOURN**

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The meeting ended at 7:35 p.m.

ATTEST:

Mayor John Moore

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**AUGUST 8, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Buck Williams led the pledge of allegiance, and Patty Williams offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum. Councilman Craig Fritsinger was absent due to illness.

Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Judge Rob Krombeen and City Clerk/HR Director Susan Kerley. City Attorney Kellie Peterson was present.
- D. Approval of Minutes July 25, 2013 Councilman McNelly made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 5-0.

II. PUBLIC PARTICIPATION - None

III. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Wurgler made a motion to approve the Consent Agenda Items as presented. Councilman McNelly seconded the motion, and it carried 5-0.
- B. Approval of Check Register for Month Ending July31, 2013: K. Buonocore

IV. NON-CONSENT AGENDA ITEMS

- C. Council may adopt Ordinance No. 935, revising Ordinance No. 922 and amending Title Six Chapter Two of City Code, regulating traffic and parking within the City of Williams: J. Moore

Due to earlier parking issues in the downtown area, Ordinance No. 922 was created. It was realized that in translation from one ordinance to another, some language was put in or omitted. Signs permitted under this Ordinance were taken down until the Ordinance could be amended.

Buck Williams spoke first:
- Williams' cleanliness affects its tourists, and the street sweeper should maintain this cleanliness without the barrier of parked cars.
 - When the owners of the Grand Canyon Hotel came before the Planning & Zoning Commission, they said parking would be in the lot at the rear of the Hotel and overflow on 2nd Street. Last summer, a red Mustang was in the handicapped parking spot for eight days while the couple went to the Grand Canyon for their wedding and honeymoon.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

AUGUST 8, 2013
COUNCIL ACTION

- Mr. Williams said he called the Police Department to report when the snow plow could not get through. Owners of the Hotel placed flyers on the cars that were ticketed. This flyer gave the home phone numbers and email addresses of Councilmen Dent, Hiemenz, Miller, Payne, and Wurgler. It also gave Mr. Williams' name, business address and home phone number. He believes it is a violation of law (A.R.S. § 13-2921 A. 2 & 3) to give out home phone numbers.
- He has watched the owner of the Hotel remove parking tickets from cars whose owners do not yet know they have received tickets. The owner removed the tickets on the grounds he was paying them. However, if they are not paid, DMV will tell owners they have outstanding warrants and will not issue license tag renewals until warrants are resolved.
- Mr. Williams believes it is in the best interest of downtown businesses to have the streets cleared and cleaned of debris and snow.

Amy Fredrickson spoke:

- She believes Mr. Williams has some personal objections. She suggested that if he has differences with her husband, Oscar Fredrickson, co-owner of the Grand Canyon Hotel, he should see Mr. Fredrickson.
- Ms. Fredrickson asked Council to consider two to three days of street sweeping. Another plan would be to sweep once a day down one side of the street and sweep the other side on the next day.
- She maintained that the parking signs are not to national standards, and there was only one sign per block.

Mayor Moore said the intent of the Ordinance was to cover the downtown streets, not the side streets. He asked Police Chief Nixon if the signs were worded correctly. Chief Nixon said the signs need arrows.

Councilman McNelly said it seems like a lot of consternation and confusion comes down to semantics. The 4-block [three blocks] section from 4th to 1st is unique. We don't need people parking there so we must define the area exactly.

Kellie Peterson, City Attorney, provided some history and explanation. In Ordinance No. 922, a broader area was intended, but, in fact, as the Ordinance read, it encompassed only one block. In discussing changes desired in Ordinance No. 922, it was determined that varying days of permitted parking would prove too confusing. The City wanted signs that clearly stated its intent. The actual signs were approved by Council.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 3

**AUGUST 8, 2013
COUNCIL ACTION**

Councilman Dent asked the City Magistrate, Rob Krombeen, if this sign (actual sign held up) would hold up in his court. The Judge said defendants have had mixed results. Kellie Peterson asked the Judge if it would work if a driver could see the sign,. He replied that he thought so. Councilman Payne said he was at the meeting when the signs were approved, and he thought they were legal.

Police Chief Nixon explained that it was not that the signs were illegal. The issue has been that a reasonable person would have to be able to see a sign. If the sign was 10 spaces down from the parking space, law enforcement has to look at whether they can reasonably know they can't park there.

Councilman McNelly said that it will all come down to the Judge, and he asked Judge Krombeen how he would treat tickets for parking in this area if the number of signs were increased, and they were visible. Judge Krombeen replied that there are so many variables and that he is bound to hear each case on an individual basis on its own merit.

Councilman Wurgler said the sign is crystal clear. The only question is if they can be seen. He said the City would get enough signs.

Councilman Dent added that the issue is not just street sweeping and snow plowing. The sidewalks are washed and the curbs painted. The City spent more than one-half million dollars on public parking lots in the area, yet the City is criticized for not trying to attract tourists. He pointed out that businesses could cooperate also by not parking in front of their businesses or businesses owned by others but by parking in public lots.

Kellie Peterson pointed to two changes contained in Ordinance No. 935:

- The area subject to this regulation is just on Route 66 eastbound from 1st Street to 4th Street.
- The registered owner of a vehicle is presumed responsible for any violation.

Councilman McNelly said that the Court has many more important things to deal with than parking tickets. There are other issues going on on 2nd Street. He would like to see all that stopped. Hopefully, the people will decide that is what is and obey the law.

Mayor Moore instructed Susan Kerley to read Ordinance No. 935 in its entirety, Kellie Peterson to read it the second time in its entirety, and Susan Kerley to read the first page and Kellie Peterson to read the remainder for its third reading. They read the Ordinance as requested.

Councilman Payne made a motion to adopt Ordinance No. 935, and it was seconded by Councilman McNelly. The motion carried 5-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

AUGUST 8, 2013
COUNCIL ACTION

- D. Council may adopt Resolution No. 1294, providing for compliance with ARS §16-204 as amended by the Arizona State Legislature in 2012, consolidating all regular candidate elections to the Fall of even-numbered years: J. Moore
- In response to Councilman Dent’s question, Susan Kerley explained that those Council Members whose terms would have expired on June 30, 2014, will now extend until December 31, 2014. Those Council Members whose terms would have expired on June 30, 2016, will now extend until December 31, 2016. So all current Council Members’ terms will be extended by approximately six months, depending on when seating of Council Members occurs. Councilman Wurgler made a motion that Resolution No. 1294 be read by number and title only. It was seconded by Councilman Dent and carried 5-0. Susan Kerley read Resolution No. 1294 by number and title only. Councilman McNelly made a motion to adopt Resolution No. 1294. The motion was seconded by Councilman Payne, and it carried 5-0.
- E. Council may adopt Resolution No. 1295, a Fair Housing Resolution : J. Moore
- A Fair Housing Policy is reiterated each year by Resolution. Councilman Wurgler made a motion to read Resolution No. 1295 by number and title only. It was seconded by Councilman Dent and carried 5-0. Councilman McNelly made a motion to adopt Resolution No. 1295. Councilman Wurgler seconded the motion, and it carried 5-0.
- F. Council may recommend approval by the Arizona Department of Liquor Licenses & Control of the issuance of a Special Event License to the Chamber of Commerce for the Taste of Williams, September 28, 2013, from 5:00 to 8:00 p.m.: S. Kerley
- In response to Councilman Dent’s question regarding the existing Liquor License at the Golf Course, Susan Kerley explained that, according to Dept. of Liquor License instructions, a letter had been obtained from the Agent for that license, Scott Little, stating that two separate and discrete locations will be used: The Clubhouse will maintain its regular hours under the existing license. The Chamber will use its Special Events License for liquor sales in the Events Building on the Golf Course. Councilman Dent made a motion to recommend approval of the Special Event License to the Department of Liquor Licenses. Councilman Hiemenz seconded the motion, and it carried 5-0.

I.

VI. REPORTS AND INFORMATION ITEMS:

- G. Mayor and Council
- Mayor Moore announced that the City has received a grant to build an archway at the east end of town like the one on Grand Canyon Boulevard. We budgeted for clean-up of Cureton Park and a t-ball field. Part of the grant funding will be used for this purpose. Councilman Wurgler acknowledged an error: During discussion of Item IV. C., he used “four blocks” instead of “three blocks” as the

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**AUGUST 8, 2013
COUNCIL ACTION**

distance from 4th Street to 1st Street on Route 66.

H. Staff Reports

Magistrate's written Report appears in the Council packets.

VI. ADJOURN:

Councilman McNelly made a motion to adjourn, and it was seconded by Councilman Hiemenz. The meeting adjourned at 7:59 p.m.

ATTEST:

Mayor John Moore

City Clerk

DRAFT

CITY OF WILLIAMS CITY COUNCIL

REGULAR MEETING
AUGUST 22, 2013
7:00 P.M.

CITY COUNCIL CHAMBERS
113 S. FIRST STREET
WILLIAMS, ARIZONA

AGENDA

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Gene Owens led the pledge of allegiance, and Alyson Fritsinger offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Water Superintendent Jim Courchaine, Maintenance Superintendent Gene Owens, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes August 8, 2013 Councilman Dent made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.

II. PRESENTATIONS

- A.
- New Employees were introduced by Police Chief Herman Nixon:
 - April Garrett will dispatch and is a certified EMT.
 - Blake Bowen is CSO/Evidence Tech. He did his internship with Coconino County.
 - Jason Nicolls, patrol officer, served 5.5 years with the Coconino County Sheriff's Department.
 - Water Superintendent Jim Courchaine introduced:
 - Albert Rincon is on the swing shift and is proving to be a jack-of-all trades.
 - Daniel Welch is in his first week and is the new meter reader.
- B. Representatives from the Forest Service provided the status on the Mud Fire south of Williams and reviewed their plans for fall prescribed burns in the Williams Ranger District.
Tony Martoglio, James Pettit, and Holly Krake provided Council with informational packets and showed a Power Point presentation.
- The Mud Fire was naturally caused by lightning. It has consumed 308 acres and is still going. It has had no growth because of monsoon activity. There is negligible smoke impact to town.
 - The first two priority projects are four miles and five miles southeast of Williams. Before prescribed burns are started, the FS checks with the AZ

CITY OF WILLIAMS CITY COUNCIL

**REGULAR MEETING
AUGUST 22, 2013
7:00 P.M.**

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

AGENDA

Department of Environmental Quality and the National Weather Service to identify windows of opportunity.

III. PUBLIC PARTICIPATION - None

IV. CONSENT AGENDA ITEMS

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

V. NON-CONSENT AGENDA ITEMS

- B. Council will review estimate for street sweeper repairs and may authorize Staff to proceed with repairs: B. Buchanan/S. Johnson This is a significant but not quite a complete rebuild. The sweeper part is just worn out, but the truck itself is in good shape. Councilman Wurgler asked if this repair will improve the capability of the machine, and Sheldon Johnson said that it would be improved somewhat. Councilman Wurgler made a motion to have Staff proceed with these repairs, and it was seconded by Councilman Payne. The motion carried 6-0.
- C. Council will review bids and may accept a bid for a maintenance building for Cureton Park After a brief discussion, Councilman Wurgler made a motion to table this item until the next Council meeting on September 12, 2013. Councilman Dent seconded the motion, and it carried 6-0.
- D. Council will read, discuss and may adopt Resolution No. 1296, regarding changes to some Impact Fee categories: B. Buchanan After a brief discussion, Councilman Dent pointed out that while he could see the analysis submitted by the City Manager, he would like to see the numbers off the projects already on Tim's desk. Brandon Buchanan noted that no plans have been submitted. Councilman Dent said he would not be ready to vote until he gets his question answered. Councilman McNelly made a motion to table this item until the next Council meeting on September 12, 2013. Councilman Payne seconded the motion, and it carried 6-0.

VI. CONVENE TO EXECUTIVE SESSION

Councilman Fritsinger made a motion to convene to Executive Session. Councilman McNelly seconded the motion, and it carried 6-0.

E. EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03 A- 4, City Council will consult with the City's Attorney regarding a Superior Court summons received by the Board of Adjustments(Chuck Sandoval, Inc. vs. Williams City Board of Adjustments).

RE-CONVENE TO REGULAR SESSION

CITY OF WILLIAMS CITY COUNCIL

**REGULAR MEETING
AUGUST 22, 2013
7:00 P.M.**

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

AGENDA

Councilman Payne made a motion to re-convene to Regular Session, and it was seconded by Councilman Dent. The motion carried 6-0

- F. Council may make decisions NONE related to the matters discussed in Executive Session: J. Moore

VII. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

- G. Mayor and Council - NONE

- H. Staff Reports - NONE

- I. Water/Wastewater Report: Jim Courchaine, Superintendent

Jim Courchaine's report included:

- No one has looked more than six months ahead. We need an Emergency Response Plan
- It was pretty bad a couple of months ago.
- He is working on a conservation and public education plan. He will also develop a strategic plan.
- He plans to pull a dozen commercial meters to test for accuracy. He can't guarantee that, for the past 20-25 years, the right meters have been out there.
- When asked about re-activating the Rodeo Well, he replied that technology has improved since this well was drilled.

VIII. ADJOURN

Councilman Wurgler made a motion to adjourn, and it was seconded by Councilman McNelly. The motion passed 6-0, and the meeting adjourned at 8:24 p.m.

Agenda revised (Item V. D. added) and re-posted 4:15 p.m., Tuesday, August 20, 2013.

Susan Kerley, City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**SEPTEMBER 12, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
Attorney Brandon Kavanaugh was present.
- D. Approval of Minutes August 22, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION

Jeremy Hassen, manager of Addicted to Deals on Route 66, said he wanted to talk about “stuff” that was cancelled during Labor Day weekend by the Chamber of Commerce:

- He knows the City gives money to the Chamber.
- He felt the cancellation of the parade was short-sighted. Parades usually go, rain or shine.
- People were coming into his store upset.
- It hurts our town when these things happen.
- Maybe the City Council should look into the effectiveness of the Chamber.
- Some towns hire an employee to market their town who reports to the City, some sort of events director, like in Prescott.

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore

Councilman Wurgler made a motion to approve the Consent Agenda Items as presented. Councilman McNelly seconded the motion, and it carried 6-0.

- B. Approval of Check Register for Month Ending August 31, 2013: K. Buonocore

V. NON-CONSENT AGENDA ITEMS

- C. Council will review bids and may accept a bid for a maintenance building for Cureton Park: B. Buchanan (*Tabled from 8.22.13*) Brandon Buchanan explained that the low bid, \$15,685, was proposed by the same company that did the Waste Water Plant, Bunger Steel. Councilman Dent made a motion to accept the bid from Bunger Steel. The motion was seconded by Councilman Payne, and it carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

SEPTEMBER 12, 2013
COUNCIL ACTION

D. Council will read, discuss and may adopt Resolution No. 1296, regarding changes to some Impact Fee categories: B. Buchanan (*Tabled from 8.22.13*)

Brandon Buchanan reviewed the previous discussion: Staff was requested to provide more information on what’s coming down the road. Currently there are no projects on the desk. We are expecting nothing in the next 31, probably 60 days.

Councilman McNelly wanted to be clear on the law and asked if the State has said that you can no longer collect impact fees unless you do a study and would use the fees for specific reasons, like water and waste water.

Brandon Buchanan said these areas are where we will have the most need when developments increase.

Councilman McNelly asked what State agency oversees impact fees. Attorney Brandon Kavanaugh replied that it could be the Attorney General’s Office or, if it’s an outright suit, there are multiple levels at which it could be challenged. This would generally be a court process.

Brandon Buchanan said that, by August 2014, we must have the study in place on categories we want to keep. If not, all fees will go away. Mayor Moore added that Pat Walker said we probably could not meet the requirements for different categories.

Councilman Dent made a motion to read Resolution No. 1296 by number and title only. The motion was seconded by Councilman Payne, and it carried 6-0. Susan Kerley read the Resolution by number and title only.

Councilman Hiemenz made a motion to adopt Resolution No. 1296, and it was seconded by Councilman Fritsinger. A roll call vote was taken:

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

The vote to adopt Resolution No. 1296 was unanimous.

E. Council will review and may accept a proposal from Pat Walker Consulting regarding a Development Impact Fee Study: B. Buchanan

Mayor Moore noted that it appears to be a great cost for something we must do. If we want to collect impact fees, we must do a study. Brandon Buchanan said the cost will be \$84,000 for Pat Walker Consulting, plus another \$30,000 - \$40,000 for other contributors to the study. Councilman Payne made a motion to accept the proposal from Pat Walker Consulting. It was seconded by Councilman Wurgler, and it carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

SEPTEMBER 12, 2013
COUNCIL ACTION

- F. Council will consider and determine whether to allow a credit against future Impact Fees from a previous development fee for property located at 7th Street and Cataract Lake Road: B. Buchanan *Item skipped and Council entered Executive Session for discussion after completion of Item J.*
- G. Council will discuss and may approve street repair on 7th Street: B. Buchanan Councilman Wurgler made a motion to approve the proposed street repair on 7th Street. The motion was seconded by Councilman McNelly, and it carried 6-0.
- H. Council will review and may approve an ADOT loan application for construction of airport hangars: K. Buonocore
Mayor Moore pointed out that some time back he and Council had instructed Staff to seek funds for the development of hangars at the Airport.
Councilman McNelly made a motion to read Resolution No. 1297 by number and title only. It was seconded by Councilman Payne and carried 6-0. Susan Kerley read it by number and title only.
Councilman Wurgler made a motion to adopt Resolution No. 1297. The motion was seconded by Councilman Payne, and it carried 6-0.
- Council may adopt Resolution No. 1297, certifying the approval of the application for Airport Development Loan Funds for development of hangars at H. A. Clark Memorial Field: K. Buonocore
 - Council may adopt Resolution No. 1298, certifying availability of sufficient funds to operate and maintain the hangars, that Applicant understands their assurances and certifications, and Councilman McNelly made a motion to read Resolution No. 1298 by number and title only. Councilman Wurgler seconded the motion, and it carried 6-0. Susan Kerley read the Resolution by number and title only. Councilman Payne made a motion to adopt Resolution No. 1298, and it was seconded by Councilman Wurgler. The motion carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

SEPTEMBER 12, 2013
COUNCIL ACTION

compliance with
any laws and
regulations that
are applicable: K.
Buonocore

- I. Council will review and may accept bids for park shelters and signage improvements for the Glassburn Park railroad display: B. Buchanan

Brandon Buchanan explained that we are desperately trying to finish up this grant by spending the remaining funds. ADOT will pay for only the supplies requested. We will use approximately \$3,000 of the City’s \$10,000 budgeted from City funds.

Councilman McNelly made a motion to accept the bid offered by Exerplay for shelters for \$36,948.90 and the bid from Pacific Studio for signage not to exceed \$14,000. Councilman Fritsinger seconded the motion, and it carried 6-0.

- J. Council will review and may accept quote for “tot” playground and rehabilitation work at Recreation Center: B. Buchanan

Councilman Wurgler made a motion to accept the quote from Dave Bang Associates, Inc., for a turn-key project for a cost of \$39,326.41. Councilman Payne seconded the motion, and it carried 6-0.

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

**AT 7:30 P.M. COUNCIL CONVENE TO EXECUTIVE SESSION
EXECUTIVE SESSION**

Pursuant to A.R.S. 38-431.03 (A) (3) City Council will convene to Executive Session for legal advice from the City’s Attorney related to Item F. on the Agenda.

Councilman Wurgler made a motion to return to Regular Session, and it was seconded by Councilman Payne. The motion carried 6-0.

RE-CONVENED TO REGULAR SESSION (7:50 P.M.)

Councilman Hiemenz made a motion acknowledging that the impact fee traveled with the property when it was sold and that any credit would transfer to its new owner. Councilman Fritsinger seconded the motion, and it carried 6-0.

VI. REPORTS AND INFORMATION ITEMS:

- A. Mayor and Council

Mayor Moore said he believed the AZ League 2013 Conference in Tucson the last week of August was one of the better ones he’s attended.

Councilman McNelly said that our trade show exhibit (at the Conference Showcase of Cities) was the best one there. Councilman Fritsinger added that there always seemed to be long lines at our booth. They thanked Susan Kerley and Staff for doing a great job.

- B. Staff Reports

Brandon Buchanan reported that 30 yards of concrete for footings for the Arch at the east end of town have been poured. The guard rail will be installed on Monday. City crews have worked since early this morning on a major water break at Sherman and 10th. A company

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**SEPTEMBER 12, 2013
COUNCIL ACTION**

from Phoenix is sending up people to hot tap the valves around 9:00 tonight.

VII. ADJOURN:

The meeting was adjourned at 7:56 p.m.

ATTEST:

Mayor John Moore

City Clerk

DRAFT

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

SEPTEMBER 26, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation The pledge of allegiance was given, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore and Councilmen Craig Fritsinger, Bernie Hiemenz, and Lee Payne were present and constituted a quorum. Vice Mayor Don Dent and Councilmen Frank McNelly and James Wurgler were absent.
Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, Golf Course Superintendent Marty Yerian, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes September 12, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Payne seconded the motion, and it carried 4-0.
- E. Adopt Agenda Councilman Hiemenz made a motion to adopt the Agenda as presented. Councilman Payne seconded the motion, and it carried 4-0.

II. PRESENTATIONS

- A. Brian Harris from Coconino Community College provided its Financial History and explained its Three Core Missions:

1. Arts & Sciences – Transfer/Transition
2. Career & Technical Education
3. Workforce Training

On June 25, 2013, the Coconino Community College District Governing Board unanimously called for a voter-approved override election:

- Temporary: 7 Years
- \$4.5 Million/Year
- Requires Voter Approval

Property Tax Effects on \$100 K Home

- \$2.40/month
- \$29/year

Brian reviewed a schedule leading up to the upcoming election (November 5, 2013) and encouraged everyone to vote.

Jack Hadley, member of the District Governing Board representing District 3, added his comments as a private citizen, taxpayer, and property owner. He stressed the continued need for the CAVEAT program in which high school students have dual enrollment at the Community College and complete their Associates Degree faster, sometimes at the same time they graduate from high school. He encouraged all to vote in the November 5th election.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 2

**SEPTEMBER 26, 2013
COUNCIL ACTION**

III. PUBLIC PARTICIPATION – Al Richmond appeared at the invitation of a Council Member to provide an update on the Railroad Park and Gateway Arch projects. He said the Railroad Park is one year behind because sequestration has hit ADOT hard. Their shop of four became a shop of one. Monies for the project were reallocated, so, by the end of the week, all parts will be ordered except for the artwork. The project may be finished by the end of the year or early spring.

The first Gateway Arch was completed in eight weeks, and this one will be completed in eight weeks. One of the piers had to be readjusted. There has been a problem with finding lighting. There is no APS connection. They must deal with solar lighting and Dark Skies. However, the basic construction should be finished next week. He said that he has been working with City employees for 25 years. Right now, the City Staff couldn't be better. He said Mayor & Council Members should be proud of City employees because they are positive, good, hard-working people.

Mayor Moore commented that he agrees with him about the City's employees.

IV. CONSENT AGENDA ITEMS

A. Approval of Purchase Orders: K. Buonocore

Councilman Fritsinger made a motion to approve the Purchase Orders as presented.

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

V. NON-CONSENT AGENDA ITEMS

B. Presentation on and proposal to assist with Hoover Remarketing: Jeff Woner, K.R Saline

Jeff Woner with K. R. Saline described his firm and its relationship with the City of Williams. They are proposing to assist the City in applying for an allocation of Hoover Power. He reviewed the City's current power supply contracts and its monthly energy and capacity requirements and resources. He explained Hoover Power Remarketing, the geographic area it will cover, and the Federal and State processes involved.

Mayor and Council directed the City Manager to follow up with the necessary paperwork to engage this firm.

C. Council will review and may accept a bid for Golf Course Maintenance Equipment and Financing: J. Moore

After several Council Members ascertained that Marty Yerian would be content with the Jacobson West equipment and that it would do the job, Councilman Payne made a motion to accept the bid from Jacobson West for a total of \$187,098.15 with annual payments of \$41,199. Councilman Fritsinger seconded the motion, and it carried 4-0.

D. Selection of Airport Consultant: B. Buchanan

Brandon Buchanan recommended selecting Stantec Consulting as the City's aviation consultant. Councilman Hiemenz made a motion to accept the proposal from Stantec, and it was seconded by Councilman Payne. The motion carried 4-0.

VI. REPORTS AND INFORMATION ITEMS:

A. Mayor and Council

Mayor Moore announced the dedication for the Veterans' Monument will be held on Saturday, October 19th at 11:00 a.m.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 3

**SEPTEMBER 26, 2013
COUNCIL ACTION**

Councilman Payne said he's getting positive feedback on Railroad Park. He commended the Staff on its good work. His father-in-law has been thoroughly impressed at the changes in town over the three years since he last visited.

B. Staff Reports

None

VII. ADJOURN:

The meeting adjourned at 7:59 p.m.

ATTEST:

Mayor John Moore

City Clerk

DRAFT

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

OCTOBER 10, 2013
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 group recited the pledge of allegiance.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes September 26, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Wurgler seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman Payne made a motion to adopt the agenda as presented. The motion was seconded by Councilman Fritsinger, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION - NONE

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore Councilman Wurgler made a motion to approve the Consent Agenda Items (A & B) as presented. Councilman Payne seconded the motion, and it carried 6-0.
- B. Approval of Check Register for Month Ending September 30, 2013: K. Buonocore

V. NON-CONSENT AGENDA ITEMS

- C. Council may recommend approval of Williams Rotary Club Application for Special Event License to Arizona Department of Liquor Licenses & Control: S. Kerley Councilman Fritsinger recused himself. Councilman Wurgler made a motion to recommend approval of the Williams Rotary Club Application for Special Event License. It was seconded by Councilman Hiemenz and carried 6-0. Councilman Fritsinger returned to Council Chambers.
- D. Council may adopt Ordinance No. 936, repealing Article 6-1.05 of the Williams City Code, and re-designating the Santa Councilman Wurgler made a motion to read Ordinance No. 936 by number and title only. It was seconded by Councilman Hiemenz and carried 6-0. Susan Kerley read Ordinance No. 936 by number and title only. Councilman Wurgler made a motion to adopt Ordinance No. 936, and it was seconded by Councilman Hiemenz. It carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

OCTOBER 10, 2013
COUNCIL ACTION

Fe Dam as open to recreational use: B. Buchanan

- E. Council may approve bid exceptions for financing on golf course equipment: K. Buonocore

Keith Buonocore explained that these exceptions do not change the equipment ordered, just some minor details of payment. Councilman Wurgler asked if Staff had any concerns. No problems are anticipated by Staff. Marty Yerian, Golf Course Superintendent, will check out the equipment upon its arrival before payment is released by the financing institution.

Councilman Fritsinger made a motion to approve bid exceptions, and it was seconded by Councilman Hiemenz. The motion carried 6-0.

VI. REPORTS AND INFORMATION ITEMS:

- F. Mayor and Council

Mayor Moore said he has been on the phone with Andy Tobin and others, trying to figure out if Arizona has the money to open Grand Canyon National Park. The State is saying maybe it could use some private and some public monies. The Federal government is considering allowing the State to open the Canyon.

- G. Staff Reports

NONE

CONVENE TO EXECUTIVE SESSION

Councilman Wurgler made a motion to convene to executive session, and it was seconded by Councilman Hiemenz. The motion carried 6-0.

EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03 A-1. City Council will discuss buy-down of vacation time for specific appointive officers.

RE-CONVENE TO REGULAR SESSION

Councilman Wurgler made a motion to re-convene to regular session, and it was seconded by Councilman Payne. The motion carried 6-0.

- H. Council may make decisions related to the matters discussed in Executive Session:
J. Moore

Councilman Dent made a motion to allow City Staff to buy down excess vacation time because of shortage of other employees to do their work while they are away. The motion was seconded by Councilman Payne, and it carried 6-0.

VII. ADJOURN:

The meeting was adjourned at 7:17 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**OCTOBER 24, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Police Chief Herman Nixon led the pledge of allegiance.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, and James Wurgler were present and constituted a quorum. Councilmen Frank McNelly and Lee Payne were absent.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes October 10, 2013 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 4-0.
- E. Adopt Agenda Councilman Dent made a motion to adopt the Agenda as presented. The motion was seconded by Councilman Fritsinger and carried 4-0.

II. PRESENTATIONS – Mayor Moore asked three visitors to introduce themselves. Emily, Kellie, and Juanita are students from the NAU Nursing School. They are performing research in Williams and Tusayan to assess health disparities for their senior project.

III. PUBLIC PARTICIPATION - None

IV. CONSENT AGENDA ITEMS

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

V. NON-CONSENT AGENDA ITEMS

- B. Council may approve Resolution No. 1299, determining need, approving and authorizing purchase of Golf Course Equipment as approved earlier: B. Buchanan Brandon Buchanan explained that the lending institution requires a formal resolution. Councilman Dent made a motion to read the Resolution by number and title only. Councilman Wurgler seconded the motion, and it carried 4-0. Susan Kerley read the Resolution by number and title only. Councilman Wurgler made a motion to adopt Resolution No. 1299, and Councilman Hiemenz seconded the motion. It carried 4-0.
- C. Council will discuss and may make decisions regarding changes to City Code, Title 2 – Mayor Moore explained that this is the portion of the City Code that was distributed last week for Council’s review. Most changes were made by the Attorney and City Manager. Brandon Buchanan added that the revision was put into motion by election law changes in the State. We took the opportunity to bring other parts current.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

OCTOBER 24, 2013
COUNCIL ACTION

Administration: B. Councilman Fritsinger made a motion to table this item until the next
Buchanan Council meeting on November 14th. Councilman Hiemenz
seconded the motion, and it carried 4-0.

VI. REPORTS AND INFORMATION ITEMS:

- D. Mayor and Council
 - Mayor Moore said he attended a NACOG meeting today and learned that the money is on track for the school project to be done quickly, and road money for Route 66 may be available around the 1st or 15th of July.
 - Last Saturday was the dedication of the new Veterans' Memorial. The artist and Brandon and City Staff all did a great job.

E. Staff Reports **NONE**

VII F. **CONVENE TO EXECUTIVE SESSION** – Councilman Fritsinger made a motion to convene to Executive Session. It was seconded by Councilman Hiemenz and carried 4-0.

EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03 A – 1 City Council will review City Manager Performance Evaluations with Brandon Buchanan.

RE-CONVENE TO REGULAR SESSION

VIII. Council may make decisions related to the matters discussed in Executive Session:

J. Moore

There was no discussion, and no motions were made

IX. Adjournment The meeting adjourned at 7:30 p.m.

Mayor John Moore

ATTEST:

City Clerk

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 1

**NOVEMBER 14, 2013
COUNCIL ACTION**

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Buck Williams led the pledge of allegiance, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
Rick Counts, Counts Planning, and City Attorney Kellie Peterson were present.
- D. Approval of Minutes Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
October 24, 2013

II. PRESENTATIONS

- A. Representatives of Kaibab Forest Service will update Council on the (DEIS) Draft of Environmental Impact Statement and their close-out for this fire season.
Holly Krake, Tony, Marcos, and Richard provided updates on the Bill Williams Mountain Restoration Project and the prescribed fire burns.
- The Supplemental Draft Environmental Impact Statement clarifies elements of the project, including treatments, consistency, and a change from an appeal to an objection process. A 45-day comment period has begun, and it ends on December 23rd. They plan to complete the final draft by spring, have it signed in fall of 2014, and implement it in spring of 2015.
 - 1, 536 acres have been completed this fall, and the burn window is still open. So far, the fires have accomplished established goals.
 - For information, call the KNF Fire Line at 928.635.8311, check their website or follow them on Twitter.

III. PUBLIC PARTICIPATION - None

IV. CONSENT AGENDA ITEMS

- B. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve the Consent Agenda Items (B. and C.) as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- C. Approval of Check Register for Month Ending October 31, 2013: K. Buonocore

CITY OF WILLIAMS CITY COUNCIL

V. **CONVENE TO PUBLIC HEARING**

Councilman McNelly made a motion to convene to Public Hearing. The motion was seconded by Councilman Fritsinger, and it carried 6-0.

Pursuant to A.R.S. 9-462.06.C.1.(c), the public will be heard on its comments regarding: City of Williams 2013 General Plan Update.

There were no comments from the public.

Rick Counts, Counts Planning, explained that this has been a 10-month process. The Plan incorporates input from the community and action steps – short, mid- and longer-range.

Various agencies were contacted with a 60-day review copy. Some agencies and individuals responded. The Planning and Zoning Commission recommends adoption of the Plan with the inclusion of four major points suggested by the Coconino County Health Department.

RE-CONVENE TO REGULAR SESSION

Councilman McNelly made a motion to return to Regular Session. The motion was seconded by Councilman Wurgler and carried 6-0.

VI. **NON-CONSENT AGENDA ITEMS**

- D. Council may discuss and determine whether to adopt the City of Williams 2013 General Plan: Rick Counts, Counts Planning
Councilman Fritsinger made a motion to table this item until the next Council meeting on December 12, 2013. The motion was seconded by Councilman Dent, and it carried 6-0.
Mayor Moore cautioned that Council Members should do an immediate review and submit any changes by mid-week to Brandon Buchanan, who will send them to Mr. Counts.
- E. Council may approve Application for a Special Event License by the Williams-Grand Canyon Chamber of Commerce for their membership holiday mixer on Friday, December 13, 2013 at the Chamber of Commerce, 200 W. Railroad Ave.: S. Kerley
Mayor Moore explained that, because they give away liquor to their members, they are required to have Special Event Licenses for their mixers.
Councilman Fritsinger made a motion to recommend approval to the Department of Liquor Licenses and Control. Councilman McNelly seconded the motion, and it carried 6-0.
- F. Council may approve an updated Intergovernmental Agreement for the Use of Williams Senior Center by
Councilman Dent made a motion to approve the IGA between the City and Coconino County for use of the Senior Center. Councilman Payne seconded the motion, and it carried 6-0.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

NOVEMBER 14, 2013
COUNCIL ACTION

Coconino County:
B. Buchanan

- G. Council will discuss and may determine whether or not to execute an Extension of Lease Agreement for Soaring Eagle Ziplines: B. Buchanan

Logan Checketts explained that demand did not meet their expectations this past season, and they are learning why:

- Missed front end of the season
- Missed some Grand Canyon tourists they thought they would get
- The monsoons were a big deal – severe and consistent
- They did not understand how difficult it is to put billboards in this area

They have good plans for marketing going forward. If their contract is renewed, the up-front fee would be due to the City on March 15th before operations begin with the same terms as this year.

Councilmen Dent and Payne raised questions concerning breakage of a line and safety when lightning is approaching. Checketts replied that being broken down is not common, but lightning caused some problems. They have an established storm perimeter to trigger closing down when lightning approaches.

John Holst commented that the appropriate process was not followed when the original contract was approved. Planning and Zoning and the Historic Commission were by-passed. He said that there needs to be discussions before considering renewal of the contract, and he doesn't think Council needs to carry on with the lease.

Councilman Wurgler made a motion to decline to renew the contract. Councilman Dent explained that he has concerns about the Historic District and the City's parking lot. He seconded the motion, and it carried 4-2.

- H. *(Tabled from 10/24/13)* Council will discuss and may make decisions regarding changes to City Code, Title 2 – Administration: B. Buchanan

Councilman Dent made a motion to accept the changes to Title 2 and to direct Staff to prepare an ordinance for the next Council meeting. Councilman Fritsinger seconded the motion, and it carried 6-0.

VII. REPORTS AND INFORMATION ITEMS:

- I. Mayor and Council Mayor Moore reminded everyone that there is only more Council meeting this year. Several employees asked him to thank Council for the bonus checks that were distributed on November 7th.
- J. Staff Reports None

VIII. CONVENE TO EXECUTIVE SESSION

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

NOVEMBER 14, 2013
COUNCIL ACTION

EXECUTIVE SESSION

Councilman McNelly made a motion to convene to Executive Session. It was seconded by Councilman Payne and carried 6-0

Pursuant to A.R.S. 38-431.03 A- 1. City Council will review employment contract with Brandon Buchanan, City Manager.

RE-CONVENE TO REGULAR SESSION

Regular Session was reconvened at 8:10 p.m.

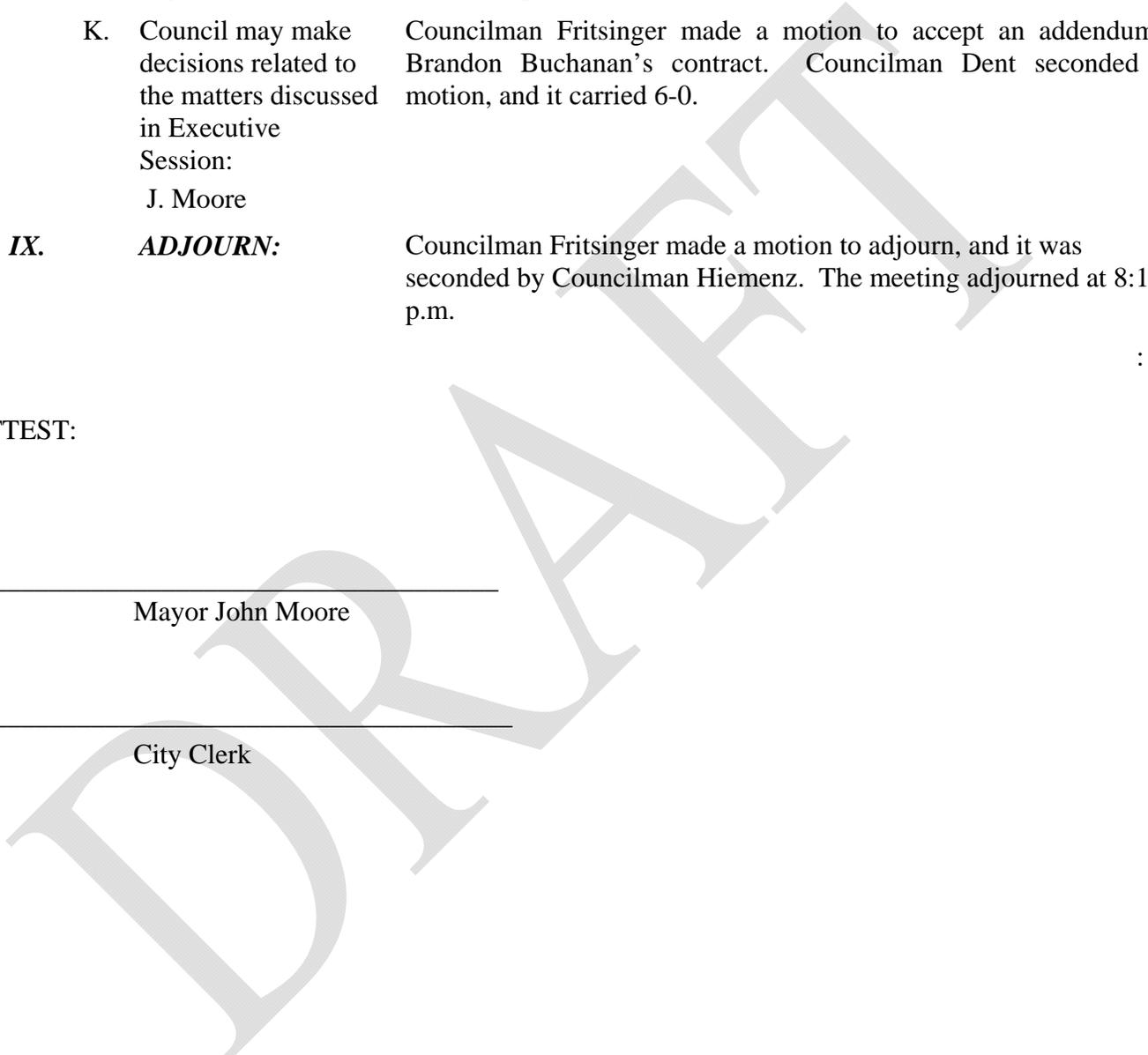
- K. Council may make decisions related to the matters discussed in Executive Session:
J. Moore
- Councilman Fritsinger made a motion to accept an addendum to Brandon Buchanan’s contract. Councilman Dent seconded the motion, and it carried 6-0.

- IX. **ADJOURN:** Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The meeting adjourned at 8:11 p.m.

ATTEST:

Mayor John Moore

City Clerk



CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

DECEMBER 12, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Officer Bob McCarty led the pledge of allegiance, and Chris McCarty offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, and Lee Payne were present and constituted a quorum. James Wurgler was absent. Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Building Inspector Tim Pettit, and City Clerk/HR Director Susan Kerley. Brandon Kavanaugh, representing Mangum, Wall, Stoops and Warden, was present.
- D. Approval of Minutes November 14, 2013 Councilman McNelly made a motion to approve the minutes as presented. Councilman Fritsinger seconded the motion, and it carried 5-0.

II. PRESENTATIONS

- A. Commendations for Bob McCarty, Robert Anderson III, and Jason Nicolls and introduction of Cameron Smith: H. Nixon
Chief Herman Nixon recognized Officer Nicolls because, as a result of responding to a call for abandoned water bottles that had been made into bombs, Officer Nicolls took it upon himself to arrange for the DPS Bomb Squad to do presentations for the local school regarding bombs.
Bob McCarty, who was a detective with the Police Department for 10 years and later School Resource Officer, is now working with the detective. Officer McCarty was looking for individuals who were threatening members of the community on Facebook and burglarized guns from a local residence. He found the guns in the Valley and put together a case against the Juggalos, a gang with a local presence.
Officer Robert Anderson attended high school here and played football. On November 14th, he went to a call at a local hotel where he found a female who had suffered a heart attack. He gave her CPR and defibrillation. Although she did not survive, Officer Anderson gave her a chance. He was given a lifesaving award.

III. PUBLIC PARTICIPATION - None

IV. CONSENT AGENDA ITEMS

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

31, 2013: K. Buonocore

CONVENE TO PUBLIC HEARING

There were no public comments.

Pursuant to A.R.S. 9-462.04, the public will be heard on its comments regarding amendment to Zoning Code to add “Microbreweries” as an allowed use in Central Business District zones.

RE-CONVENED TO REGULAR SESSION

VI. *NON-CONSENT AGENDA ITEMS*

- D. Council may adopt Ordinance No. 937, adding a definition of “microbrewery” and designating an allowable use in CBD areas: J. Moore
- Mayor Moore explained that this amendment has been before the Planning and Zoning Commission. They recommended approval. Councilman McNelly asked why there is a rule that they have to serve samples on premises. Tim Pettit replied that this is to keep the businesses commercial rather than becoming industrial. Susan Kerley read Ordinance No. 937 by number and title only. Councilman Dent made a motion to adopt Ordinance No. 937. It was seconded by Councilman Payne and carried 5-0
- E. Council may adopt Ordinance No. 938, repealing the previous Williams City Code Title 2- Administration and adopting Williams City Code, Title 2, Revised December 2013 (*Tabled from 11.14.13 and 10.24.13*): B. Buchanan
- Councilman Fritsinger asked why, under the City Manager section, it goes from “at will” to an employment agreement. Attorney Brandon Kavanaugh explained that this is stated in the City Code to make certain that an employment agreement with the City Manager is not contradictory to Code. The requirement for living in the City was changed for the Finance Director. Item E was tabled for a few minutes so that the Attorney might research this point. When Council returned to this item, Brandon Kavanaugh said it is allowed by State Law that the person in this position is not required to live within the City limits. He said the State publishes a list of municipal employees that are required to live within the City by whom they are employed. Councilman McNelly asked what is considered “cause” in the Magistrate section. Brandon Kavanaugh said the main concern is that the Magistrate cannot be under control of the Council. What could become cause would be the failure to act appropriately or participating in criminal activity. It shows that the Magistrate is not acting at the will of Council. Councilman Fritsinger asked about a change under *Boards and Commissions*. It would allow filling spots with residents from areas not in town. The change states that the majority of each Commission or Committee must live in the jurisdiction in which they serve. Both Mayor Moore and Councilman Dent believe that Planning and Zoning is an exception to this rule. After research, Brandon Kavanaugh said the only requirement is that each body must have at

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

DECEMBER 12, 2013
COUNCIL ACTION

least five members.

Susan Kerley read Ordinance No. 938 by number and title only.

Councilman McNelly made a motion to adopt Ordinance No. 938. The motion was seconded by Councilman Hiemenz, and it carried 5-0.

- F. Council may adopt the City of Williams 2013 General Plan (Tabled from 11/14/13): Rick Counts, Counts Planning

Councilman McNelly made a motion to adopt the 2013 General Plan. Councilman Fritsinger seconded the motion, and it carried 5-0.

- G. Council may approve the Conceptual Design for Boulderview Way Crossover Plan (Purdy Turn-In): B. Buchanan

Mayor Moore said this is at the east end of town and is an on-going project. He's discussed this design with Chief Nixon who is o.k. with safety issues.

Councilman McNelly wanted to make it clear that the crossover has nothing to do with the development. Approving the Conceptual Design for Boulderview Way Crossover Plan would carry no endorsement of the development by the City.

Councilman Fritsinger asked if the developer will bear the cost, and Brandon Buchanan replied in the affirmative. Mayor Moore said that it will add to the aesthetics of the area, and that will benefit the City.

Councilman Dent reviewed the configuration: Two lanes until it crosses over the hill (eastbound). It drops to one lane (westbound) over the hill. As you approach the turn-in, it will merge down to one lane. Chief Nixon said it will help slow down traffic.

Councilman Dent wanted to make certain that, if this Conceptual Design is approved, it is clearly understood that it is done for this freestanding, independent project, having nothing to do with approving anything for the subdivision itself.

Councilman Payne made a motion to approve the Conceptual Design for the Boulderview Way Crossover Plan. It was seconded by Councilman Hiemenz and carried 5-0.

- H. Council may approve an Agreement to relocate the easement for Love's project and grant authority to the City Manager to complete the

Mayor Moore said this was done when talks with Love's first began; however, this would be the formal dedication. The purpose of this item is to give Brandon Buchanan authorization to complete the dedication process.

Mayor Moore asked if the easement allows traffic to go on north of there. Brandon Buchanan said it maintains a continuous easement from Grand Canyon Blvd. to Airport Rd. This is separate from the road that skirts along the Interstate, and it does not preclude us from

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

DECEMBER 12, 2013
COUNCIL ACTION

dedication process: looking at a Frontage Road.
B. Buchanan Brandon Kavanaugh showed a 2010 map to Council Members that included the Chris Franks Alignment and the gifting alignment. Love's would be building a portion of road that doesn't exist. Part would get torn up and part would be back to graded earth past Love's property line.
Councilman McNelly asked if the roadway would be substantial enough for heavy truck traffic. Brandon Buchanan said that is not addressed in this Agreement, but it has been discussed in talks with Love's.
Councilman McNelly made a motion to approve the Agreement with Love's to relocate the easement for their project and to grant authority to the City Manager to complete the dedication process. It was seconded by Councilman Hiemenz, and it carried 5-0.

- I. Council may approve a request for a donation of the ice rink and Zamboni to the Town of Pinetop-Lakeside: J. Moore
Mayor Moore said we have been forthcoming about the need for repairs on the ice rink. Councilman Dent suggested making a courtesy call to Tempe to make certain it's o.k. with them for us to donate it to another municipality since Tempe donated it to Williams. Councilman Dent made a motion to donate the ice rink and Zamboni to the Town of Pinetop-Lakeside after a quick courtesy call to the City of Tempe. Councilman Payne seconded the motion, and it carried 5-0.

VII. REPORTS AND INFORMATION ITEMS:

- J. Mayor and Council Councilman McNelly said they are trying to find covers for the Rodeo Grounds bleachers because some of the larger events will require them. Larry Pittenger added that the Rodeo Grounds also need a couple of tons of sand.
- K. Staff Reports Library Report and Court Report are in Council Notebooks, Item K.

VIII. CONVENE TO EXECUTIVE SESSION

EXECUTIVE SESSION

Pursuant to A.R.S. 38-431.03A - City Council will consider an Agreement for donation of property to the City.

RE-CONVENE TO REGULAR SESSION

- L. Council may make decisions related to the matters discussed in Executive Session: J. Moore
Council received advice from Brandon Kavanaugh on the due diligence involved before donations of property should be accepted. No decisions were necessary.

- IX. **ADJOURN:** Councilman Payne made a motion to adjourn, and it was seconded by Councilman Fritsinger. The meeting adjourned at 8:11 p.m.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**DECEMBER 12, 2013
COUNCIL ACTION**

Mayor John Moore

ATTEST:

City Clerk

DRAFT