

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

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WORK SESSION

JUNE 21, 2022
COUNCIL ACTION

I. PROCEDURES

A. Call to Order 3:10 PM

City Clerk Pamela Galvan called the meeting to order.

B. Roll Call

Present: Vice-Mayor Don Dent (arrived at 3:32 PM), Councilmember Mike Cowen, Councilmember Craig Fritsinger, and Councilmember Frank McNelly. Absent: Mayor Moore, Councilmember Bernie Hiemenz, and Councilmember Lee Payne.
Present City Staff, City Manager Tim Pettit, Finance Director Barbara Bell, Police Chief Tad Wygal, Public Works Director Aaron Anderson, and City Clerk/HR Director Pamela Galvan.

C. Adopt Agenda

Motion: *To approve the agenda as presented.*

Action: *Adopted*

Moved by *Councilmember Cowen, **Seconded by** Councilmember Fritsinger*
Motion passed unanimously.

D. Council will review the Tentative Budget for the Fiscal year 2022-2023.

- Barbara Bell began the session by going through the 2022-2023 Budget summary, then over to Capital Improvements.
- City Council/Administration – the General Plan was inquired upon.
- Maintenance – briefly spoke of the Sr. Center repairs coming up.
- Recreation/Park Facilities – noted was the \$100,000.00 for maintenance upkeep costs for the pool.

Jena Stevens spoke up about the need for consistent dates, hours of operation, and the availability of pool use for adults. Tim Pettit explained the cost of operating year-round cannot be justified.

Kathy Bates inquired about the city's plans to move forward with the HVAC system; Tim Pettit explained how and why it and the Pool Pac will still be done, noting how it will not change the seasonal use. Kathy Bates reminded us that the Friend of the Aquatic Center had raised \$50,000.00, and the city, in a recent fundraiser, made \$18,000.00 to go towards the pool. Tim pointed out that the pool

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can operate now with the windows open, but eventually, the building will rust without replacing the Pool Pac.

Council asked for confirmation that they still had the \$50,000.00, and Jena replied, "yes."

Kathy brought up the need for pool lanes for adult lap swim and the difficulty in doing this with an open swim with children in pool playing. She and Jena also mentioned the desire to have the pool available for extended months, suggesting a month early and later, or perhaps at least a month earlier or a month later; Tim said he would look into extending the months of operation; will consider.

The announcer's booth at the rodeo grounds needs repair or replacement. Councilman McNelly wants \$20,000.00 to be moved up to this coming budget year 2022-2023. Tim said he has looked at it, and will be worked on by Spring. Barbara will add the \$20,000.00 to the 2022-2023 budget and see how it works.

Councilmember Fritsinger inquired about the Cureton Park Basketball Court cost. Tim explained all that was going to be done.

- Police Department – the cars are budgeted without grants in consideration. Councilmember Fritsinger asked if a grant would offset what was budgeted? The grant will pay for the item, and we will still have the budgeted monies.
- Fire Department – is in line for an SCBA grant; a FEMA grant for 15 units.

Tim noted that we have our fireworks for this year and inquired if the council would like to consider the pre-purchase for next year's shows. We currently have \$40,000.00 budgeted, and would they want that increased? They can start now to procure; Council said yes.

The modular home for firefighters' cost has gone up to \$150-200,000 for new; we are ten months out. Tim pointed out that he is now holding off, awaiting the report from Public Safety Research Group.

- Shop/Garage – all items are completed until 2023-2024.

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- Airport – The overlay project is set, and we will come up with our \$70,000.00 of the \$770,000.00. There is \$65,000.00 for an upgrade to the flooring, paint, and general aesthetics.
- Visitor Center – The window replacement is now over two years behind; we are trying to find someone able to replace them as they are historic.
- Street Department - East Route 66 will be funded with HURF money through NACOG and will likely take place next year. Councilman McNelly asked about placing a sign "Williams Business District" to direct traffic from Bearizona into downtown. Vice Mayor Dent inquired on the line item 950 used loader. Aaron Anderson noted that it had already been purchased. Vice Mayor Dent requested they use the funds to do multiple road repairs; several were stressed. Aaron said as long as there are no water lines beneath because the cost would then go up substantially.
- Electric Department – Barbara noted that the conversion phase had been worked on over the last several years. Vice Mayor Dent pointed out that phases II & III are all set for August 2022.
- Water Department – Councilman Cowen inquired on 2023-2024 \$2,400,000.00. that will be the completion of the Dogtown Line project. \$620,000.00 is budgeted for Sweetwater well; Aaron explained all that is included to get the job done.
- Wastewater Department – Barbara noted the blower motor and portable pressure water tank and how the tank is split between several departments. The sewer master plan is being pushed two years out.
- Sanitation – Tim noted that the sanitation department now operates in the black. Increases were spoken about. Councilmember McNelly inquired about the trash compactor, and Aaron explained how they are now compacting trash and how the compactor will be of great service to the department.
- Golf Department – We are good to go with the spray rig.

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- At this point, Vice Mayor Dent asked that we go through each department's proposed budget sheets.
- *Council & Mayor*- Audio Visual system for the chamber is in this year. *Administration* – the city will provide a \$1.63 COLA increase to all steps. *Finance* – increased the employees, and audit will go up next year, likely because of travel. *Maintenance* – salaries, vehicles, and public restrooms. *Library* – was a guess, projected close to last year's budget. *Recreation* – change in personnel (addition). *Pool, Parks, and PD* – standard changes. *Volunteer Fire* – will be increasing the fireworks budget by \$40,000.00 to pre-purchase for next year. *Public Works* – a few personnel changes. *Cemetery* – shift in staff. *Garage* – has updated a few line items to do more in-house. *Airport* – no significant changes other than upgrades to the interior; shows \$70,000.00 match for the runway. *Sr. Center* – building improvements, windows to be replaced, and siding with stone accent. *Electric* – Bad debt expenses we will be able to track once we take the billing in-house. *Water* – line item 5135, the bad debt numbers are projected; they are straight lines. They are currently working on 110 shut-off notices distributed. *Wastewater* – professional engineering has been adjusted. *Sanitation* – Tipping fees we are not sure of the costs. *Golf* – staffed and updated; the commissions have been upped. *Forest Service Building* – it's pretty quiet, low staffed. *Community Facilities* – it covers the historical area downtown; light poles, sidewalks, etc. *Street Department* – maintenance of snow clearing. *Tourism* – this has been upped to match what we have been spending; just tourism, our spending continues to increase. *Recreation* - projects, pool, monument park, and rodeo ground improvements are included. *Visitor Center* – fees are for the credit card machine, as the center accepts all cards.
- Debt service fees are up and will be included in the budget presented at the Thursday meeting for those affected departments.
- Tim explained after publication that in two weeks, on July 14, we will have a public hearing for the public to make comments on the budget and adopt the tentative budget so that it can go to publication. After publication, it will be a couple more weeks before the final adoption by resolution.

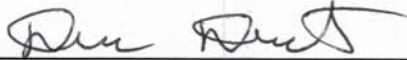
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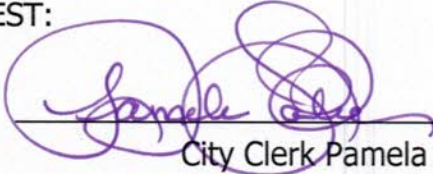
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VII. ADJOURN 5:01 PM



Vice Mayor Dent

ATTEST:



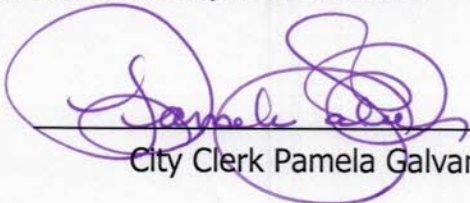
City Clerk Pamela Galvan

CERTIFICATION

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

I, PAMELA GALVAN, do hereby certify that I am the City Clerk of the City of Williams, County of Coconino, State of Arizona and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on June 21, 2022. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 22nd day of June 2022.



City Clerk Pamela Galvan