#### CITY OF WILLIAMS CITY COUNCIL

REGULAR MEETING DECEMBER 8, 2022 7:00 P.M.

CITY COUNCIL CHAMBERS 113 S. FIRST STREET WILLIAMS, ARIZONA

#### AGENDA

PURSUANT TO A.R.S. #38-431.02, NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE CITY COUNCIL AND THE GENERAL PUBLIC THAT THE CITY COUNCIL WILL HOLD A MEETING OPEN TO THE PUBLIC **THURSDAY**, **DECEMBER 8**, **2022**, **AT 7:00 P.M**. IN THE CITY COUNCIL CHAMBERS, 113 S. FIRST STREET, WILLIAMS, ARIZONA. THE COUNCIL MAY, BY MOTION, RECESS INTO EXECUTIVE SESSION FOR (A) LEGAL ADVICE IN ACCORDANCE WITH A.R.S. §38-431.03(A)(3), OR (B) DISCUSSION OR CONSIDERATION OF RECORDS EXEMPT BY LAW FROM PUBLIC INSPECTION IN ACCORDANCE WITH A.R.S. §38-431.03(A)(2), TO DISCUSS AND CONSIDER ANY ITEM CONTAINED IN THIS AGENDA. THE COUNCIL WILL DISCUSS AND MAY TAKE ACTION ON THE FOLLOWING MATTERS:

I. PROCEDURES
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A.	Call to Order	
В.	Pledge of Allegiance and Invo	ocation
C.	Roll Call	
	Mayor Moore Vice-Mayor Dent Councilmember Fritsinger Councilmember McNelly	Councilmember Cowen Councilmember Hiemenz Councilmember Payne
D. E.	Approval of Minutes for Nove	mber 10, 2022

#### II. PRESENTATIONS -

#### III. PUBLIC PARTICIPATION

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

solution to withhold their confinents on the same subject.
Certification of Posting  The undersigned hereby certifies that a copy of this notice was duly posted at Williams City Hall interior board and exterior board in accordance with the statement filed by the City Council with the City Clerk.
Date:Time: Before 5 p.m. By:
City Clerk Pamela Galvan

#### **CITY OF WILLIAMS CITY COUNCIL**

REGULAR MEETING DECEMBER 8, 2022 7:00 P.M. CITY COUNCIL CHAMBERS 113 S. FIRST STREET WILLIAMS, ARIZONA

#### **AGENDA**

#### IV. CONSENT AGENDA ITEMS -

- A. Approval of check register for the month ending November 30, 2022.
- B. Approval of purchase orders.

#### V. NON-CONSENT AGENDA ITEMS

- C. Consideration and action with Resolution No. 1428, the Canvas of Votes for the general election held November 8, 2022, and adopting the results.
- D. Swearing in of Mayor and Council Members elect for New Terms effective January 1, 2023.

Don Dent – Mayor Michelle Campbell - Councilmember Ken Edes – Councilmember Lee Payne – Councilmember

E. Consideration and action regarding approval of a #07 Beer and Wine Bar and a #12 Restaurant liquor license for Ruth Alvarado, agent for Rulu's 66 Bar and Grill, located at 514 E. Route 66.

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

Mayor and Council

Staff

#### VII. ADJOURN

PAGE 1

NOVEMBER 10, 2022 COUNCIL ACTION

#### I. PROCEDURES

#### A. Call to Order 7:00 PM

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

#### B. Roll Call

Present: Mayor Moore, Vice Mayor Dent, Councilmember Mike
Cowen, Councilmember Bernie Hiemenz, Councilmember Fritsinger,
Councilmember McNelly, and Councilmember Lee Payne.

Present City Staff, City Manager Tim Pettit, Police Chief and Wygal, Bublic

Present City Staff, City Manager Tim Pettit, Police Chief Tad Wygal, Public Works Director Aaron Anderson, and City Clerk/HR Director Ramela Galvan.

#### C. Approval of Minutes for October 27, 2022

Motion: To approve the Minutes for October 27, 2022.

**Action:** Approved

Moved by Vice Mayor Dent, Seconded by Councilmember Heimenz

The motion passed unanimously.

#### D. Adopt Agenda

Motion: To approve the agenda as presented.

Action: Adopted

Moved by Councilmember Fritsinger Seconded by Councilmember Payne

The motion passed unanimously.

# II. RESERVATIONS — Morgan O'Connor from ADEQ spoke of success in diverting waste. ADEQ wants to recognize the continued efforts of the City of Williams.

Norgan noted he was here three years ago and presented an award for the transfer station and its success in diverting waste. ADEQ wants to recognize the continued efforts by the City of Williams to follow ADEQ's rules, which can be difficult.

He mentioned that he would still assist with mining questions the city may have.

He thanked them on behalf of his director Misael Cabrera, who reports to Governor Ducey; thank you very much for your continued efforts to follow the rules.

Councilmember Hiemenz accepted the award on behalf of the city.

PAGE 2

NOVEMBER 10, 2022 COUNCIL ACTION

III. PUBLIC PARTICIPATION — Kerry Lynn Moede came to discuss a resolution for graffiti which is in town. At the east end of the city alone, she took pictures of 17 places that had graffiti; 13 of them were done by the same individual. I want to nip this in the bud before others come to try to cover the previous individual's markings.

Tim Pettit noted that this needs to be reported, and the city will take care of the markings; code enforcement will follow up on it.

Chief Wygal noted that the PD would respond to graffiti calls.

Mayor Moore asked that Kerry-Lynn meets with him in the morning, noting, "We will take care of it."

Eric Eikenberry pointed out that the city needs to claim the phrase "Gateway to The Grand Canyon" by registering it. He wanted the council to know they must show the registered trademark placing a claim to the phrase.

## IV. CONSENT AGENDA ITEMS -

- A. Approval of check register for the month ending October 31, 2022.
- B. Approval of Purchase Orders.

Motion: To approve the consent agenda items as presented.

Moved by Councilmenter McNelly, Seconded by Councilmenter Fritsinger.

Motion passed unanimously

#### V. NON-CONSENT AGENDA ITEMS

B. Council will hear its third and final reading of Ordinance No 996 regarding implementing a program to mitigate rates for the deployment of emergency/non-emergency services by the Fire Department.

The City Clerk provided the third and final reading of Ordinance No 996 by number and title.

#### CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES AGENDA ITEM

PAGE 3

NOVEMBER 10, 2022 COUNCIL ACTION

**Motion:** To approve Ordinance No. 996 regarding the implementation of a program to mitigate rates for the deployment of services by the Fire Department. **Moved by** Councilmember Payne, **Seconded by** Councilmember Hiemenz. **Motion passed unanimously** 

C. Consideration and action regarding approval of a #10 Beer and Wind Store liquor license for Lauren Kay Merrett, agent for Maverik, located at 1022 N. Grand Canyon Bl.

Motion: To approve the liquor license application for Maveric, located at 1022 N Grand Canyon Blvd.

Moved by Councilmember McNelly, Seconded by Souncilmember Cowen.

Motion passed unanimously

D. Consideration and action to direct staff in obtaining a housing study.

Mayor Moore explained the need for the study. A receting was held, and it recommended we conduct a survey to see where the city stands. The city manager investigated and found a firm ready to move.

To address our housing situation, we need to work on it. It will allow us to apply for assistance.

Tim Pettit noted that the firm Elliott D. Pallack & Co. came highly recommended by several other communities for whom they have studied. They are on the State Procurement list as an approved contractor and can be bited immediately. He noted that if the council approves moving forward with a housing study, we have two options: send out a Request for Proposals (RFP) review proposals and select, or we can hire off the State Procurement list.

This will become a part of the city's general plan.

Motion: To approve the housing study and the hiring of Elliott D. Pallack & Company for the State Procurement list, including a mutually signed contract. Moved by Vice Mayor Dent, Seconded by Councilmember Hiemenz. Motion passed unanimously

PAGE 4

NOVEMBER 10, 2022 COUNCIL ACTION

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

#### Mayor and Council -

- The pipe for the Sweetwater Well has been delivered.
- Our volleyball girls were the state runners-up for the first time. Their first trip to the state playoffs.

#### Staff -

 Dogtown water line is 95% complete and will be inished in another month.

# Mayor John W. Moore ATTEST: City Clerk Pamela Galvan

#### CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES AGENDA ITEM** 

PAGE 5

**NOVEMBER 10, 2022 COUNCIL ACTION** 

#### **CERTIFICATION**

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

I, PAMELA GALVAN, do hereby certify that I am the City Clerk of the City of Williams, County of Coconino, State of Arizona and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on November 10, 2022. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 14th day of November 2022.

City Clerk Pamela Galvan

City of Williams

#### Check Register - Council Monthly Check Summary Register Check Issue Dates: 11/1/2022 - 11/30/2022

Page: 1 Dec 05, 2022 09:32AM

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Amount
11/08/2022	61213	TRAVELERS	5R983461 WORKER COMP INSURANCE	01-840-4390.000	8,747.00
11/04/2022	105982	A QUALITY WATER CO LLC	SYSTEMS OPERATION 11/1/22-11/15/22	60-000-4430.000	11,524.00
11/04/2022	105983	AERZEN USA CORPORATION	BLOWER MOTOR\GASKET\GASKET MAKER	61-000-4480.000	784.83
11/04/2022	105984	ARIZONA CONSOLIDATED & IMPORT I	VC INVENTORY	02-030-4600.000	302.50
11/04/2022	105985	ARIZONA GENERATOR TECHNOLOGY	WATER DEPT PARTS	60-000-4470.000	1,605.02
11/04/2022	105986	ARIZONA POWER AUTHORITY	OCT 2022 SCHEDULE D2 SERVICE	55-000-5503.000	4,522.92
11/04/2022	105987	ARIZONA PUBLIC SERVICE	AUG 2022 CUST PROJECTS	55-000-4480.000	31,014.24
11/04/2022	105988	ARIZONA RAIL SUPPLY LLC	HYD FITTING	01-970-4320.000	321.94
11/04/2022	105989	AT&T MOBILITY	POLICE COMMUNICATION	01-930-4340.009	486.18
11/04/2022	105990	ATOMIC PEST CONTROL LLC	SEMI-ANNUAL SERVICE-SENIOR CENTER	01-990-4480.000	325.00
11/04/2022	105991	BAKER & TAYLOR BOOKS	BOOK PUCHASES	01-900-5140.000	768.78
11/04/2022	105992	CANYON STATE FILTRATION LLC	PLANT MAINTENANCE	60-000-4475.000	1,657.38
11/04/2022	105993	CENTRAL ARIZONA SUPPLY	WATER DEPT SUPPLIES	60-000-4480.000	120.20
11/04/2022	105994	CENTURY LINK	635-5989-792B	70-000-4340.000	1,464.41
11/04/2022	105995	CENTURYLINK COMMUNICATIONS	SERVICE CHARGES	01-930-4340.009	1,594.52
11/04/2022	105996	CITIES WEST MEDIA, INC	2022-12 NOV/DEC PM/FULL PAGE	02-010-5202.000	2,716.88
11/04/2022	105997	CONSOLIDATED ELECTRICAL	WASTE WATER SUPPLIES	61-000-4480,000	1,720.26
11/04/2022	105998	DANA KEPNER CO INC	WATER FREIGHT ONLY	60-000-4480.000	10,851.69
11/04/2022	105999	DEMCO INC	LIBRARY SUPPLIES	01-900-3570.000	241.19
11/04/2022	106000	FLAG STAMP AND ENGRAVING LLC	NAME PLATES - D. DENT	01-810-4380,000	15.35
11/04/2022	106001	GOLDSTAR PRODUCTS INC	TAR REMOVER	05-100-7128.000	1,003.30
11/04/2022	106002	GOLIGHTLY TIRES	SHOP TIRE SERVICE	01-970-4320.000	3,617,70
11/04/2022	106003	GRAND CANYON AUTO SUPPLY	PARTS	01-970-4320.000	520.70
11/04/2022	106004	HERRMANN GLOBAL INC	INTERNATIONAL MARKETING & TRADE 3RD	02-010-5202.000	9,500.00
11/04/2022	106005	HOSPITALITY INTEGRATED SERVICE	STREETS	01-970-4340.000	2,079.83
11/04/2022	106006	IMPACT PHOTOGRAPHICS INC	VC INVENTORY/CREDIT MEMO	02-030-4600.000	1,225.40
11/04/2022	106007	INNER BASIN ENVIRONMENTAL LLC	DRINKING WATER TESTING	60-000-5230.000	1,590.00
11/04/2022	106008	JONATHAN HOMER	TECHNICAL SERVICES - WWTP	61-000-4480,000	
11/04/2022	106009	LEGAL & LIABILITY RISK MNGMT INST	NEW DETECTIVE AND NEW CRIMINAL INVE	01-930-4500.000	3,839.63 350.00
11/04/2022	106010	LOREN VICKER'S OVERHEAD DOORS	SANITATION GATE OPENER	65-000-4480.000	
11/04/2022	106011	MADDEN PREPRINT MEDIA LLC	GENERAL LEISURE 1/2022	02-010-5202.000	991.16
11/04/2022		MADISON NATIONAL LIFE INS CO. INC	S/T DISABILITY INSURANCE OCT 22	01-000-2070.000	333.33
11/04/2022	106013	MANGUM WALL STOOPS & WARDEN	PROSECUTION BILLING	01-840-5031.000	561.40
11/04/2022	106014	MISSION LINEN SUPPLY	VC MATS	02-030-4470.000	5,766.00
11/04/2022		ODP BUSINESS SOLUTIONS, LLC	ADMIN SUPPLIES	01-840-4380.000	34.94 75.91
11/04/2022		PLAYING CARDS PLUS, LLC	VC INVENTORY	02-030-4600.000	
11/04/2022		PRESCOTT LAW GROUP, PLC	INDIGENT DEFENSE FLAT FEE OCT 2022	01-840-5030.000	899.60
11/04/2022	106018	RAILROAD MANAGEMENT CO LLC	WATER PIPLINE ENCROACHMENT AGRMT #		2,500.00
11/04/2022	106019	RDO EQUIPMENT CO	STREET SUPPLIES	60-000-4410.000	2,142.07
11/04/2022		RHINEHART OIL CO. LLC	CITY FUEL	05-100-4320.000	2,565.02
11/04/2022		RIGHT STUFF MEDIA LLC	INTEGRATED MARKETING SOLUTIONS	01-000-1060,000	3,969.76
11/04/2022		SALT RIVER PROJECT	WILLIAMS DSMA 0Y22	02-010-5202,000	1,895.00
11/04/2022		SAVANT LEARNING SYSTEMS	VIRTUAL ACADEMY TRAINING	55-000-5503.000	7,369.93
11/04/2022		SEDONA NOW MEDIA LLC		01-930-4500.000	414.00
11/04/2022		T MOBILE	ADVERTISING/AIRTIME NOV 2022	02-010-5202.000	800.00
11/04/2022		TCGUSA.COM INC	MOBILE INTERNET	01-900-4340.000	286.20
11/04/2022		TEXAS MONTHLY LLC	Golf	70-000-4470.000	5,998.00
11/04/2022		THIN TREAD MEDIA	TEXAS MONTHLY - NOV 2022  ADVERTISING/ROUTE MAG/OCT-NOV & DEC	02-010-5202.000	2,500.00
11/04/2022		THINK4INK.COM		02-010-5202.000	1,500.00
			PD TONER	01-930-4380.000	201.84
11/04/2022 11/04/2022		TREASURE CHEST BOOKS	VC INVENTORY\FREIGHT	02-030-4601.000	612.22
		TURBO & ELECTRIC	SHOP SUPPLIES	01-970-4320.000	334.77
11/04/2022		U S DEPARTMENT OF ENERGY	ANCILLARY SERVICE/OCT 2022	55-000-5503.000	2,507.47
11/04/2022		UNISOURCE ENERGY SERVICES	800 S 6th St. Forest Service Building PD-1/10	01-930-4420.000	2,287.29
11/04/2022		USA BLUEBOOK	WATER SUPPLIES	60-000-4480.000	27.06
11/04/2022			PURCHASE TRASH CANS	65-000-5510.000	2,000.00
11/04/2022		WELLS FARGO FINANCIAL LEASING	RENTAL PAYMENT/LIBRARY	01-900-4470.000	79.78
11/04/2022		WOODSON ENGINEERING & SURVEYI		05-100-5040.000	32,721.22
11/04/2022	108038	YAVAPAI COMMUNITY COLLEGE	POLICE ACADEMY TRAINING B. HANSLIK/C.	01-930-4501.000	11,800.00

City of Williams

#### Check Register - Council Monthly Check Summary Register Check Issue Dates: 11/1/2022 - 11/30/2022

Page: 2 Dec 05, 2022 09:32AM

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Amount
11/04/2022	106039	BLAKE HANSLIK	EMPLOYEE WAS SHORT 40HR ON TIMECAR	01-000-2022.000	652.58
11/03/2022	106040	SECURITY BENEFIT	SECURITY BENEFIT 457 CONTIRBUTIONS	01-000-2065.000	50.00
11/09/2022	106041	ALD TELECOM	00001032260	01-840-4340.000	25.18
11/09/2022	106042	AMERICAN LEGAL PUBLISHING CORP	WILLIAMS AZ CODE ORDINANCES	01-930-4380.000	90.00
11/09/2022	106043	BAKER COMMODITIES INC	3200-TRAP SERVICE 973031	01-990-4480.000	150,00
11/09/2022	106044	BOBCAT OF PHOENIX/BINGHAM AUT	GOLF COURSE PARTS	70-000-5272.000	880,52
11/09/2022	106045	CENTRAL ARIZONA SUPPLY	TAXES	61-000-4480.000	4.72
11/09/2022	106046	CITY OF WILLIAMS	2572000	05-100-4360.000	143,589,19
11/09/2022	106047	COCONINO COUNTY	1ST QTR 2023 FACILITIES BILLING	01-830-5060.000	2,073.25
11/09/2022	106048	COCONINO COUNTY RECORDER	C M & T SANDERS/DEED CEMETERY PLOT	01-840-4430.000	15,00
11/09/2022	106049	HOMCO LUMBER & HARDWARE	STREET SUPPLIES	05-100-7128.000	58,89
11/09/2022	106050	JESUS GRANADOS	UTILITY OVERPAYMENT	99-000-1075.000	200.00
11/09/2022	106051	MISSION LINEN SUPPLY	VC MATS	02-030-4470.000	34.94
11/09/2022		OLD TRAILS	Golf Course	70-000-5272.000	7,478,60
11/09/2022	106053		AUTO PARTS	01-970-4320.000	2,094.09
11/09/2022	106054	R & R PRODUCTS INC	GOLF COURSE EQUIPMENT/PARTS	70-000-5272.000	349.07
11/09/2022			nov 2022 EMPLOYEE HEALTH INS	01-000-2320.000	70,972.85
11/09/2022	106056	SEDONA NOW MEDIA LLC	ADVERTISING/TRAVELER TV AIRTIME 2022	02-010-5202.000	2,735.00
11/09/2022	106057	STATE OF ARIZONA	AVIC NOV 2022	02-030-4410.000	100,00
11/09/2022	106058	THE WANDER MEDIA GROUP, LLC	FULL PAGE AD 2022	02-010-5202.000	4,050.00
11/09/2022	106059	WELLS FARGO FINANCIAL LEASING	RENTAL PAYMENT	01-840-4470.000	690.83
11/09/2022	106060	WILLIAMS AUTO SUPPLY	Golf Course	70-000-4320.000	4,092.80
11/17/2022	106061	A QUALITY WATER CO LLC	SYSTEMS OPERATION 11/15/22-11/30/22	60-000-4430.000	11,524.00
11/17/2022		AMERICAN LEGAL PUBLISHING CORP	INTERNET RENEWAL 12/13/22 - 12/13/23	01-840-4430.000	495.00
11/17/2022		ARIZONA DEPT OF ADMINISTRATION	ANNUAL RENEWAL FEE 2022	01-840-4430.000	1,000.00
11/17/2022	106064	ARIZONA DEPT OF PUBLIC SAFETY	NCJ FINGERPRINT SUBMISSION	01-900-4430.000	20.00
11/17/2022		ARIZONA DEPT OF TRANSPORTATION	AIRPORT LOAN INTEREST	30-000-9043.000	9,541.36
11/17/2022	106066	ARIZONA PUBLIC SERVICE	TRACKING FOR CITY INVOICES - BILL CONV	55-000-5505.000	70,000.00
11/17/2022	106067	BIG STATE INDUSTRIAL SUPPLY INC	WATER SUPPLIES	60-000-4490.000	831.35
11/17/2022	106068	CASELLE	MONTHLY SUPPORT DEC 2022	01-840-4470.000	2,249.00
11/17/2022	106069	CATERPILLAR FINANCIAL SERVICES	STATE TAX OCT 2022 PAVER	05-100-5120.000	5,071.56
11/17/2022	106070	CENTURY LINK	635-5989-792B	70-000-4340.000	1,453.83
11/17/2022	106071	COCONINO COUNTY RECORDER	C. GAINES/DEED CEMETERY PLOT	01-840-4430.000	15.00
11/17/2022	106072 106073		CHAMBER SUPPLIES - CHRISTMAS TREE S	02-010-5206.000	721.78
11/17/2022 11/17/2022	106073	FRONT BURNER MEDIA LLC	MARKETING	02-010-5202.000	9,500.00
11/17/2022	106074	GRAND CANYON AUTO SUPPLY HOMCO LUMBER & HARDWARE	GOLF COURSE PARTS	70-000-5272.000	97.16
11/17/2022		HOSPITALITY INTEGRATED SERVICE	PARKS SUPPLIES	01-922-4480.000	532.81
11/17/2022	106077	INNER BASIN ENVIRONMENTAL LLC	Police Dept	01-930-4340.009	1,728.48
11/17/2022		INTERSTATE BILLING SERVICES	WASTE WATER TESTING SHOP SUPPLIES	61-000-5230.000	675.00
11/17/2022		JONATHAN HOMER		01-970-4320.000	940.76
11/17/2022		KR SALINE & ASSOCIATES	TECHNICAL SERVICES - WWTP METERING SERVICES OCT 2022	61-000-4430,000	7,897.52
11/17/2022		LABORATORY CORPORATION OF AM	TESTING SERVICES OCT 2022	55-000-4430.000	7,431.74
11/17/2022		LEE ENTERPRISES ADVERTISING	DIRECT IMPRESSIONS BROCHURE MAILING	05-100-4430.000	96.90
11/17/2022		LEGAL & LIABILITY RISK MNGMT INST	SUPERVISING AND MANAGING THE FTO UN	02-010-5202.000 01-930-4500.000	537.57
11/17/2022		LPS CINDER PITT LLC	STREET MATERIALS	05-100-7128,000	325.00 304.70
11/17/2022		N. AZ LIFE SAFETY ENTERPRISES	AIRPORT ANNUAL MAINTENANCE ON EXTIN	01-980-4480.000	3,547.32
11/17/2022		NCOURT LLC	MONTHLY NCOURT FEES OCT 2022	01-830-5100.000	739.54
11/17/2022	106087	OBRIEN AUTO GLASS LLC	PD WINDOW TINT	01-930-4480.000	275.08
11/17/2022		ODP BUSINESS SOLUTIONS, LLC	COUNCIL SUPPLIES	01-810-4380.000	1,134.45
11/17/2022		PHOENIX LAW ENFORCER C/O	FULL PAGE ADS NOV - DEC 2022	02-010-5202.000	1,375.00
11/17/2022		PHOENIX WELDING SUPPLY CO	COMPRESSED NITROGEN	61-000-4330.000	70.88
11/17/2022		PLAYING CARDS PLUS, LLC	VC INVENTORY	02-030-4600.000	72.00
11/17/2022		PRUDENTIAL OVERALL SUPPLY	UNIFORM EXPENSES	70-000-4510.000	1,708.41
11/17/2022		RHINEHART OIL CO. LLC	GOLF COURSE FUEL	70-000-4370.000	927.63
11/17/2022	106094	RIGHT STUFF MEDIA LLC	INTEGRATED MARKETING SOLUTIONS	02-010-5202.000	1,895.00
		000110			•
11/17/2022	106095	SGC LLC	FN509 66-101645 W/OPTIC & HOLSTER	01-930-7452.000	13,425.00

City of Williams

#### Check Register - Council Monthly Check Summary Register Check Issue Dates: 11/1/2022 - 11/30/2022

Page: 3 Dec 05, 2022 09:32AM

eck Issue Date	Check Number	Payee	Description	Invoice GL Account	Amount
11/17/2022	106097	SMITH SOUTHWESTERN	VC INVENTORY/FREIGHT	02-030-4601.000	249.8
11/17/2022	106098	SOUTHERN TIRE MART	SANITATION TIRE REPAIR	65-000-4320.000	1,813.4
11/17/2022	106099	SPARKLETTS	DRINKING WATER/PD	01-930-4380.000	126.5
11/17/2022	106100	THATCHER COMPANY	CAUSTIC SODA-LIQ 50% MEMBRANE	60-000-4330.000	17,841.3
11/17/2022	106101	THE WANDER MEDIA GROUP, LLC	HALF PAGE WMPO PROGRAM	02-010-5202.000	1,950.0
11/17/2022	106102	THINK4INK.COM	PD TONER	01-930-4380.000	43.6
11/17/2022	106103	THOMAS W NICHOLS	DATA SERVICE JUL-SEP 2022	01-980-4410.000	180.0
11/17/2022	106104	TRI-TECH FORENSICS, INC	PD TEST KITS	01-930-4380.000	96.5
11/17/2022	106105	U S DEPARTMENT OF ENERGY	LOWER COLORADO BASIN OCT 2022	55-000-5503.000	5,430.8
11/17/2022	106106	UNISOURCE ENERGY SERVICES	Central Garage - 1/2	05-100-4420.000	2,237.4
11/17/2022	106107		POLICE DEPT	01-930-4440.000	33.4
11/17/2022	106108	USA BLUEBOOK	WW SUPPLIES	61-000-4490.000	1,342.8
11/17/2022	106109	WASTE MANAGEMENT OF ARIZONA-F	BILLING - OCT 2022	65-000-5260,000	4 - 1
11/17/2022		WESTWAYS	MARKETING LATE FALL 2022		29,888.1
11/17/2022	106111		VC INVENTORY/FREIGHT	02-010-5202.000	2,750.0
11/17/2022		WILLIAMS HOUSING AUTHORITY		02-030-4601.000	534.7
11/17/2022	106113		REFUND FOR OVERPAYMENT	99-000-1075.000	225.5
11/17/2022	106114		SECURITY BENEFIT 457 CONTIRBUTIONS	01-000-2065.000	50.0
11/17/2022	106114	WILLIAMS FIRE DEPARTMENT	FIRE DEPT SLUSH FUND	01-000-2020.000	218.7
		WILLIAMS FIRE DEPT P&R FUND	FIRE DEPT RETIREMENT CONTRIBUTIONS	01-000-2300.000	1,472.9
11/22/2022		CITY OF WILLIAMS UTILITY	2572000	05-100-4360.000	68,610.8
11/22/2022	106117	COCONINO COUNTY RECORDER	J. WIESE/DEED CEMETERY PLOT	01-840-4430.000	15.0
11/22/2022		COLONIAL	8CN E3123882/NOV 2022 PREMIUM	01-000-2050.000	2,871.9
11/22/2022	106119	EMPIRE SOUTHWEST	PARTS	01-970-4320.000	585.5
11/22/2022		FLAG LANDSCAPING INC	CHRISTMAS DECOR - LIGHTING & DECORA	02-010-5206.000	18,472.7
11/22/2022	106121	FLAGSTAFF EQUIPMENT CO INC	PARKS DEPT SUPPLIES	01-922-4320,000	92.30
11/22/2022		HOMCO LUMBER & HARDWARE	PARKS SUPPLIES	01-922-4490.000	284.29
11/22/2022	106123	KLEEN INDUSTRIAL SERVICES	WELL PACK #20 SAND	60-000-4480.000	2,059.39
11/22/2022	106124	MADISON NATIONAL LIFE INS CO, INC	S/T DISABILITY INSURANCE NOV 22	01-000-2070.000	561.40
11/22/2022	106125	MARIA CABRERA	BARN DEPOSIT REFUND	01-000-2290.000	250.00
11/22/2022	106126	MISSION LINEN SUPPLY	VC MATS	02-030-4470.000	34.9
11/22/2022	106127	OUTSIDE INTERACTIVE, INC.	FULL PAGE AD GRAND CANYON JOURNAL	02-010-5202.000	5,995.00
11/22/2022	106128	RHINEHART OIL CO. LLC	SHOP SUPPLIES	01-970-4380.000	7,204.44
11/22/2022	106129	SUMMIT SAFETY LLC	SAFETY JACKETS	01-970-4510.000	2,409.45
11/22/2022	106130	TRUE WEST PUBLISHING INC	BRAND BUILDER-FULL PAGE	02-010-5202.000	5,395.00
11/22/2022	106131	VERIZON WIRELESS BELLEVUE	Water Dept	60-000-4340.000	25.02
11/08/2022	261213	TRAVELERS	5R983461 WORKER COMP INSURANCE	01-840-4390.000	5,917.00
11/04/2022	110420221	RUTH ALVARADO	TRANSLATION FEES	01-840-4430.000	100.00
11/16/2022	111620221	B4 ENTERPRISES, INC	DOGTOWN WATERLINE IMPROVEMENTS	60-000-7002.000	1,134,437.08
11/03/2022	202211031	ARIZONA STATE RETIREMENT	ASRS RETIREMENT CONTRIBUTIONS	01-000-2300.000	29,791.01
11/03/2022	202211032	HEALTH EQUITY INC	HEALTH EQUITY CONTRIBUTIONS	01-000-2360.000	7,296.51
11/03/2022	202211033	NATIONWIDE RETIREMENT	NATIONWIDE 457 CONTRIBUTIONS	01-000-2065.000	75.00
11/03/2022		PAYCOM PAYROLL HOLDINGS LLC	PAYCOM CASH REQUIREMENTS	01-000-2022.000	
11/03/2022	202211035		PSPRS RETIREMENT CONTRIBUTIONS	01-000-2022,000	148,367.19 9,667.48
11/17/2022		ARIZONA STATE RETIREMENT	ASRS RETIREMENT CONTRIBUTIONS	01-000-2310,000	
11/17/2022		HEALTH EQUITY INC	HEALTH EQUITY FEES		31,229.45
11/17/2022		NATIONWIDE RETIREMENT	NATIONWIDE 457 CONTRIBUTIONS	01-840-4130,000	1,156.36
11/17/2022		PAYCOM PAYROLL HOLDINGS LLC		01-000-2065.000	75.00
11/17/2022	202211174		PAYCOM CASH REQUIREMENTS	01-000-2022.000	153,210.86
11/17/2022		PAYCOM PAYROLL HOLDINGS LLC	PSPRS RETIREMENT CONTRIBUTIONS PAYCOM CASH REQUIREMENTS-CORRECTI	01-000-2310,000 01-000-2022,000	10,990.70 652.58
Grand Totals:					2,312,166

City of Williams	City	of	Williams
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## Check Register - Council Monthly Check Summary Register Check Issue Dates: 11/1/2022 - 11/30/2022

Page: 4 Dec 05, 2022 09:32AM

Dated:	 90		
City Council:			

## **Purchase Order**

P. O. Number: 436

City of Williams 113 S First St Williams AZ 86046

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



To: 13303

TECHNOLOLGY PROVIDERS, INC 2020 W GUADALUPE RD. STE #1 GILBERT AZ 85233

Ship to:

CITY OF WILLIAMS 113 S FIRST ST WILLIAMS AZ 86046

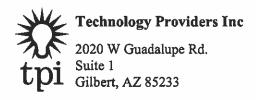
P. O. Date	Created By	Requested By	Department	Approved By	Req Number
11/17/2022	kayhill		810 - MAYOR & COU		0

Quantity	Description		Activity No.	Unit Price	Total
1.00	AUDIO/VISUAL EQUIPMENT	01-810-7055.000	0	16,007.82	16,007.82
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			SHIPPING / I	JANDI NG	219 15
			SALES TAX	IANDLING	218.15
				MOUNT	1,096.87
			TOTAL PO A	MOUNI	17,322.84
Notes:					

	Signature

## City of Williams, Arizona Requisition Form Requested by: Date: City Department: Admin/Counc P. Gahan Nov 17, 22 Vendor# Vendor Name & Address: Teannology Providers Inc. Gubint, AZ 85233 Check Here if this is a New Vendor (if so, please attach W-9 & certificate of insurance Check Here if a PO is required Check Here if this Purchase Exceeds \$10,000 City Council Approval Date: Item Requested Account Number Cost Per Unit **Total Cost** 01.860.7055 NOTES: **FREIGHT** TAX TOTAL Department Head Approval Finance Approval City Manager Approval

## Invoice



Date	Invoice #
11/17/2022	52533

Bill To	
City of Williams 113 S. 1st Street Williams, AZ 86046	

Ship To	
City of Williams	
113 S. 1st Street	
Williams, AZ 86046	

P.O. No.	Project	Terms	Due Date
Signed Proposal	COW22000 - Council Chambers Enhancement	Net 30	12/17/2022

Item	Description	Quantity	Rate	Amount
Equipment Engineering Freight	System Components Systems Engineering and CAD Drawings Shipping & Handling	0.3828 0.5 0.3828	38,513.11 2,530.00 569.87	1,265.00T
	01-810-7055	01 · 8 · 10 Dept He	Acct # . 7055 ad Signature ) ture Date	

Please Remit To; 2020 W accounting@tpi.cc	Guadalupe Rd, Ste 1, Gilber	Subtotal	\$16,225.97		
		Sales Tax (6.76%)	\$1,096.87		
Accounts with pa	st due balance are subject	Total	\$17,322.84		
	Returned goods will be subject to a 20% restocking fee				\$0.00
Phone #	480-857-0099	Fax#	480-857-2288	Balance Due	\$17,322.84

1. Jan 9.

## **Purchase Order**

P. O. Number: 437

City of Williams 113 S First St Williams AZ 86046

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



To: 13339

LIQUIDROCK SEWER LINING LLC LOGAN RUSSELL STIVER MBR 2602 N 1ST STREET FLAGSTAFF AZ 86004 Ship to:

CITY OF WILLIAMS 113 S FIRST ST WILLIAMS AZ 86046

P. O. Date	Created By	Requested By	Department	Approved By	Req Number
12/01/2022	kayhill		930 - POLICE DEPT		0

Quantity	Description	Activity No.	Unit Price	Total
1.00	EMERGENCY SEWER LINING AND REP 01-930-5271.000	0	24,437.50	24,437.50
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ĺ		SHIPPING / H	ANDLING	
		SALES TAX		<u> </u>
Ì		TOTAL PO A	MOUNT	24 427 50
'		TOTALTOA	MOOM	24,437.50
Notes:				
<del></del>				

Need to
pay Deposit
This week

#### LiquidRock Sewer Lining LLC

#### **Estimate**

#### Submitted on 11/27/22

Involve for

Payable to organization

Invoice #

Project

Due date

Description

faber giumbres tes foureduction Repair - fest

mesh Mahatesan Eponylapa pissata, set,

submits selected and a contact and entire programmers as an extra the foundation repair The cost of 18 VM in the extensive position in several trains for agree occurs. estimate but will need to be determined by the covariance before bloomy the flust

Unit price Total price Qty

6,000.00 1,300.00 16,20000

24.437.50 Eversel \$4.119.75 Adjustments 516 200 do

937.50

\$8,237.50

Approval

Emergency Purchase - Sewer Lining & Repair Deposit 12,218.75 - A.S.A.P. Balance 12, 218.75

24,437.50

01-930-5271

**GL** Period **Invoice Date** 11/22 **Amount Payment Date** 24437.50 CM FIN

wganstiver 970gmail Con

Date of this notice: 04-12-2022

Employer Identification Number: 88-1733229

Form: SS-4

Number of this notice: CP 575 B

LIQUIDROCK SEWER LINING ILC LOGAN RUSSELL STIVER MBR 2602 N 1ST ST FLAGSTAFF, AZ 86004

For assistance you may call us at: 1-800-829-4933

IF YOU WRITE, ATTACH THE STUB AT THE END OF THIS NOTICE.

#### WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 88-1733229. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did not apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

Based on the information received from you or your representative, you must file the following forms by the dates shown.

Form 1065

03/15/2023

If you have questions about the forms or the due dates shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, Accounting Periods and Methods.

We assigned you a tax classification (corporation, partnership, estate, trust, EPMF, etc.) based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2020-1, 2020-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, Entity Classification Election. See Form 8832 and its instructions for additional information.

A limited liability company (LLC) may file Form 8832, Entity Classification Election, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, Election by a Small Business Corporation. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

#### IMPORTANT REMINDERS:

- Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.
- \* Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- \* Refer to this EIN on your tax-related correspondence and documents.
- \* Provide future officers of your organization with a copy of this notice.

Your name control associated with this EIN is LIQU. You will need to provide this information along with your EIN, if you file your returns electronically.

Safeguard your EIN by referring to Publication 4557, Safeguarding Taxpayer Data: A Guide for Your Business.

You can get any of the forms or publications mentioned in this letter by visiting our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter.

Thank you for your cooperation.

Keep this part for your records.

CP 575 B (Rev. 7-2007)

Return this part with any correspondence so we may identify your account. Please correct any errors in your name or address.

CP 575 B

999999999

Your Telephone Number Best Time to Call DATE OF THIS NOTICE: 04-12-2022 ) (

EMPLOYER IDENTIFICATION NUMBER: 88-1733229

FORM: SS-4

NOBOD

INTERNAL REVENUE SERVICE CINCINNATI OH 45999-0023 المرازل والماريين الموالية المرازل المارار المارارارارا

LIQUIDROCK SEWER LINING LLC LOGAN RUSSELL STIVER MBR 2602 N 1ST ST FLAGSTAFF, AZ 86004

## **Purchase Order**

P. O. Number: 438

City of Williams 113 S First St Williams AZ 86046

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



To: 13340

POLLACK, ELLIOTT D. & COMPANY CONSULTING 5111 N SCOTTSDALE RD STE 202 SCOTTSDALE AZ 85250

Ship to:

CITY OF WILLIAMS 113 S FIRST ST WILLIAMS AZ 86046

P. O. Date	Created By	Requested By	Department	Approved By	Req Number
12/02/2022	kayhill		840 - ADMINISTRAT		0

Quantity	Description	Activity No.	Unit Price	Total
1.00	PROPOSAL FOR HOUSING NEEDS ASSE 01-840-7530.000	0	45,600.00	45,600.00
				, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
·				
		SHIPPING / H	IANDLING	
		SALES TAX		
		TOTAL PO A	MOUNT	45,600.00
· <u></u>		-		45,000.00
Notes:				
			<del></del>	

л	10.0	th	ar	ized	m	-	 80.0



November 21, 2022

via email: JDahm@williamsaz.gov; TPettit@williamsaz.gov

Mr. Tim Pettit, City Manager City of Williams, Arizona 113 South 1st Street Williams, AZ 86046

Re: Proposal for Housing Needs Assessment, City of Williams, Arizona

Dear Mr. Pettit:

Thank you for the opportunity to submit a proposal for a housing needs assessment for the City of Williams. This letter will outline the scope of work and fee arrangement with respect to this representation.

- 1. <u>Scope of Engagement</u>. The scope of our engagement is to conduct housing needs assessment for the City. That scope of work is attached to this proposal for your review.
- Responsible Parties. The parties primarily assigned to this representation will be Richard Merritt, Daniel Court, and Leo Velaquez. It is understood that for the purposes of this agreement that the City of Williams is the client and will be the recipient of monthly invoices.
- 3. <u>Fees.</u> Total professional fees for this analysis are \$45,600 plus reimbursable expenses, if any, as outline in the attached scope of work. We anticipate completing a draft of the report for review by the City within six months of notice to proceed.
- 4. <u>Billing Procedure</u>. We will render statements for professional services on a monthly basis, except in those instances when it is more appropriate to bill you upon completion of a matter. Unless otherwise requested, our billings contain a brief summary of the nature of the work, the fees, and the costs advanced.
- 5. <u>Terms of Payment</u>. Our statements are typically due within 30 days of the invoice date.
- Cooperation by Client. You agree to cooperate with us in our representation by complying on a timely basis with all reasonable requests for information and assistance in connection

with our representation. We shall have the right to withdraw if payment of our fees is not made as set forth herein, or if you misrepresent or fail to disclose material facts to us.

7. <u>Termination</u>. Client may terminate this agreement at any time upon written notice to consultant. Upon any such termination, client shall pay to consultant all amounts due and payable to consultant hereunder based on the portion of the work described herein completed prior to such termination.

If the above is consistent with your understanding regarding our representation, please execute the enclosed copy of this letter and return it to me. Should you have any questions, please do not hesitate to contact me.

We appreciate the opportunity to provide this proposal to you and look forward to undertaking the study.

Sincerely, ELLIOTT D. POLLACK & CO.

Richard Morint

Richard Merritt

**APPROVED AND AGREED:** 

By: 7 Posts
City of Williams

Date: //- 2/- 22\_

invoices should be sent to the following person or department:

Name: Julie WALKER

Department: FINANCE DE PT.

Address: 1/3 S, 1ST

WILLIAM, AZ 86046

Phone: 928-635-4451 EXT 215

Email: JWALKIR D WILLIAMS AZ . GOV



# Proposal for City of Williams Housing Needs Assessment

## Prepared by Elliott D. Pollack & Company

#### **Approach**

Elliott D. Pollack & Company is pleased to submit this proposal to the City of Williams for a Housing Needs Assessment. The purpose of the Study is to evaluate and recommend an approach to addressing affordable housing needs while taking into account the specific challenges that may face the community.

The Project Team will use its experience and resources to develop a comprehensive Housing Needs Assessment which provides:

- A determination of housing needs and the gap between need and available units.
- A comprehensive implementation strategy to guide Williams to bridge any identified housing gap and the challenges the city may face.

#### Scope of Work

The following scope of work is suggested for development of the Williams Housing Needs Assessment. Much of the collection of demographic and housing data required for the Assessment will come from the U.S. Census. However, Census data may be limited to what to what is called 5-Year estimates which are based on 60 months of collected data. This data is subject to variability and in some cases a high margin of error. To compensate for this shortcoming, the Coconino County Assessor's office may be contacted for its housing database which provides up-to-date information on housing value, ownership trends, and other data that may be needed for the study. We may need the City to request this information from the County.

We anticipate having routine update conference calls with City representatives on the progress of the study and any preliminary results of the analysis. We will discuss the schedule for these meetings with the City.

#### Task 1 - Data Collection and Analysis

Data collection will include:

- Demographic Analysis: The most recent demographic data for Williams will be collected and evaluated in terms of household income, family and household size, age, tenure (renter and owner), and education levels. Housing cost burden will be analyzed for the community.
- Forecasts: Forecasts of population and employment growth for Williams will be collected and evaluated. The future demand for housing in the region will be determined over the next 10 to 20 years based on the relationship between housing production and growth.

#### Task 2 - Economic Analysis

This task includes an evaluation of the economic health of Williams through available economic data that includes occupations, wage levels, employment and unemployment trends, commuting patterns, major employers, retail sales trends, and forecasts for employment growth

#### Task 3 — Outreach

An important element of identifying housing demand and need is interaction with the community. We understand you do not wish to include an outreach effort in the scope of work. However, we would, if you agree, include as part of our analysis a zoom meeting that would involve members of the business community that would provide additional insight into the housing issues facing Williams. This zoom meeting would potentially involve members of the chamber of commerce, business owners, school district representatives, hotel managers and owners, and others. This is an option for the study we can further discuss with you.

#### Task 4 - Housing Market Demand & Gap Analysis

The housing market analysis task consists of two subtasks that evaluate the rental and ownership markets. The EDPCo Project Team will evaluate the Williams housing stock of multi-family units, single family homes and mobile home units from the standpoint of vacancy rates, values and rents, age and similar data. Historical trends in the housing stock over the past ten years will be identified and evaluated including housing permit activity as available. Within this task, we will conduct an inventory of any federal or state-supported housing projects or units in the region.

Census data is typically not an accurate indicator of housing values and rents. We propose to request a download of housing data from the County Assessor to have a better understanding of the type and age of housing in the region.

We will also gather data on short term or vacation rentals and the impact this may have on the supply of housing for local residents and employees.

EDPCo will conduct a gap analysis as part of the Housing Needs Assessment. The "gap" is the difference between the number of households within each income range and the number of housing units affordable to those households. The "gap" typically occurs at the lower end of the income range where there are more households than affordable units.

- Existing Housing Need: Based on available data, existing housing needs will be identified including housing cost-burden, overcrowding, and lack of plumbing facilities.
- Projected Housing Need: Based on forecasted population growth, an estimate will be
  developed on future demand for housing and the need for a mix of unit types to address
  the housing cost burden and other factors affecting affordability. Estimates will be
  developed on the incomes needed to afford ownership and rental housing in the
  community, specifically addressing workforce housing for those households with incomes
  between 80% and 120% of area median income and housing for low and moderateincome households.

An <u>Existing Conditions and Housing Gap Assessment</u> report will be prepared summarizing the findings and conclusions on the Williams housing market. The Assessment will address:

 Housing availability by rents and values with particular focus on low and moderate-income households.

- Historical trends in rents and values (as data is available).
- Income-qualifying standards for homeownership at various income ranges, including a focus on critical personnel such as firefighters, police, and teachers.
- The demand for housing over the next ten years based on population and employment forecasts.
- The "gap" between the housing needs of the population and available housing units.

#### Task 5 - Review Land Use and Policy Documents

Land use controls, impact fees, and development review procedures of the City will be evaluated to identify any restrictions or barriers that may affect the development of affordable housing. Density standards for multi-family and affordable housing will also be reviewed. The result of this task is to identify barriers to housing development.

#### Task 6 - Identification of Major Housing Issues

The purpose of this task is to summarize the major housing issues facing Williams resulting from the preceding analysis. The number and scope of the issues is unknown but will include the gap in affordable housing due to the housing cost burden. Beyond the affordable issue, other issues may include:

- The impact of short-term vacation rental units (if data is available).
- The availability of housing for critical service employees.
- Barriers to affordable housing development.

#### Task 7 -Action Plan

This task will address the actions that can be taken by Williams to address the housing affordability issue based on the preceding analysis and evaluation. The strengths and weaknesses of the local housing market will be noted; findings and conclusions will be outlined. Forecasts will be used to estimate the demand for housing over the next five years.

#### **Deliverables: Preparation of Draft and Final Report**

A draft report will be submitted to the City for review and comment. Upon completion of the review, a final report will be issued. A zoom or virtual presentation of the final report will be made to the City if desired.

#### Schedule

The estimated timeline for the study is six months.

#### **Fee Proposal**

The Elliott D. Pollack & Company Project Team fee proposal is shown below. The fixed-fee includes all professional services associated with the study, a Powerpoint presentation, and electronic versions of the reports in PDF format.

We anticipate meetings would be conducted virtually. In the event travel to Williams would be required for meetings, reimbursable expenses would need to be added to the fee below. We do not anticipate incurring any additional direct expenses.

Professional fees will be billed monthly based on the percentage of the project or task completed.

The proposed total not-to-exceed professional fee for the study is: \$45,600

#### Julie Walker

From:

Barbara Bell

Sent:

Monday, November 21, 2022 2:37 PM

To:

Julie Walker

Subject:

RE: Housing Study, Elliott D. Pollack, agreement, scope

#### Hi Julie

If you have not done so already, have Kay prepare a PO for professional services and charge to 01-840-7530.000 This line item is for the General Plan, but the Housing study is going to go hand in hand with the General Plan. Thanks,

Barbara

From: Tim Pettit <TPettit@williamsaz.gov>
Sent: Monday, November 21, 2022 1:09 PM

To: Julie Walker <JWalker@williamsaz.gov>; Joanna Dahm <JDahm@williamsaz.gov>

Cc: Barbara Bell <BBell@williamsaz.gov>

Subject: Housing Study, Elliott D. Pollack, agreement, scope

Joanna, please send back to Rick

Tim Pettit
City Manager
113 S. 1st Street
Williams, AZ 86046
928-635-4451 ext. 201
tpettit@williamsaz.gov

Please do not forward or hit reply all. All messages created in this system may be a public record subject to disclosure under the Arizona Public Records Law (A.R.S. 39-121) with no expectation of confidentiality or privacy related to the use of this technology, other than those provided in State Law.

In addition, to ensure compliance with the Open Meeting Law, Council members who are recipients of this message should not forward it to other members of the Council of the City of Williams. Council Members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council.

## **Purchase Order**

P. O. Number: 439

City of Williams 113 S First St Williams AZ 86046

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



To: 13301

FEVER ENTERPRISES LLC HOMER, JONATHAN T 3301 W LEISURE LANE PHOENIX AZ 85086 Ship to:

CITY OF WILLIAMS 113 S FIRST ST WILLIAMS AZ 86046

P. O. Date	Created By	Requested By	Department	Approved By	Req Number
12/05/2022	kayhill		10 - WASTEWATER		0

Quantity	Description	Activity No.	Unit Price	Total
1.00	WWTP INSTALL OF NEW APS PULLOUT 61-000-4430.0		18,935.21	18,935.21
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		TOTAL PO A	MOUNT	19 025 21
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#### Fever Enterprises LLC

3301 Leisure Ln Phoenix, AZ 85086 US feverenterprises@gmail.com

## RECEIVED BEG 0 , 2007

CITY OF WILLIAMS



### INVOICE

BILL TO
City of Williams

SHIP TO
City of Williams

DATE	ACTIVITY	DESCRIPTION				
		DESCRIPTION	QTY	RATE	AMOUNT	
11/22/2022	Technical Services	City of Williams  (2Technicians)  City of Williams WWTP: The technicians were able to install the new APS pullout and fuses at the golf course pump enclosure. The previous technician did not return the APS pullout and fuses. Note: The previous technician still has the APS enclosure shielding. This needs to be returned ASAP for safety.	22.50	125.00	2,812.50	
		Loves Liftstation: The				

GL Acct #
61-4430
Dept Head Signature
Signature Date
12-1512-2

11/22/2022 **Travel** 11/22/2022 **Hardware** 

and tested the new Mission
MyDro. The new unit performs
as expected.

Clover Hill Lift Station: The
technicians installed, configure

technicians installed, configured,

technicians installed, configured, and tested the new Mission MyDro. The new unit performs as expected.
The technicians also installed a new high alarm float.

The operator now has SCADA view of these two lift stations.

Mission SCADA (2) Pullout Block (1) Main Fuse (3)

Invoice Date	GL Period		
11/22/25	11/22		
Payment Date	Amount		
12/20/22	18935.21		
FIN	CM		

406.50 1.51 613.82 1 15,508.89 15,508.89

DATE **ACTIVITY** DESCRIPTION QTY RATE **AMOUNT** Float (1) Small Parts **SUBTOTAL** 18,935.21 Thank you for your business. We accept all major credit cards or checks can be sent to 3301 W Leisure Lane Phoenix, AZ 85086. TAX 0.00 Thank you for your business. **TOTAL** 18,935.21 **BALANCE DUE** \$18,935.21

#### **RESOLUTION #1428**

# A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF WILLIAMS, COCONINO COUNTY, ARIZONA, DECLARING AND ADOPTING THE RESULTS OF THE GENERAL ELECTION HELD ON NOVEMBER 8, 2022

WHEREAS, the City of Williams, Coconino County, Arizona, did hold a General Election on the 8th day of November 2022 for the nomination/election of a single (1) Council member, and

WHEREAS, the election returns have been presented to and have been canvassed by the City Council;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Williams, Coconino County, Arizona, as follows:

**SECTION 1.** That the total number of valid ballots cast at said General Election, as shown by the poll lists, was 1342.

**SECTION 2.** That the votes cast for the candidates for Council members were as follows:

Michelle Campbell 555 41.42% Bernie Hiemenz 536 40.00% Write-in 11 0.82%

**SECTION 3.** That it is hereby found, determined, and declared of record that the following single (1) candidate are hereby issued Certificates of Election:

Council Members: Michelle Campbell

**SECTION 4.** This resolution shall be in full force and effect immediately upon its adoption.

**PASSED AND ADOPTED** by the Mayor and Council of the City of Williams, Arizona, this 8<sup>th</sup> day of December 2022, with \_\_ ayes, and \_\_ nays.

John W. Moore
Mayor
ATTEST:
Pamela Galvan
City Clerk
APPROVED AS TO FORM:
City Attorney



# Local Governing Body Recommendation

A.R.S. § 4-201(C)

Arizona Dept. of Liquor Licenses and Control 800 W. Washington St. 5<sup>th</sup> Floor Phoenix, AZ 85007 (602) 542-5141

#### Type or Print with Black Ink

City or Town of:
Licensed establishment that will be operating within an "entertainment district" as described in A.R.S. § 4-207 (D) (2),
(Name of entertainment district)  A boundary map of entertainment district must be attached.
TheCity_Council
ORDER OF APPROVAL/DISAPPROVAL  IT IS THEREFORE ORDERED that the license APPLICATION OF
to sell spirituous liquor of the class and in the manner designated in the application, is hereby recommended  for  (Approval, disapproval, or no recommendation)
IT IS FURTHER ORDERED that a certified copy of this order be immediately transmitted to the State Department of Liquor, License Division, 800 W Washington, 5th Floor, Phoenix, Arizona 85007.
Dated aton(Location) (Day) (Month) (Year)



# Local Governing Body Recommendation

A.R.S. § 4-201(C)

Arizona Dept. of Liquor Licenses and Control 800 W. Washington St. 5<sup>th</sup> Floor Phoenix, AZ 85007 (602) 542-5141

#### Type or Print with Black Ink

City or Town of: Liquor License/Application #: O703006 (Artzona license/application #)
(City or Town of: Liquor License/Application #: (Artzona license/application #)
County of: City/Town/County #:
Licensed establishment that will be operating within an "entertainment district" as described in A.R.S. §4-207(D)(2),
(Name of entertainment district)  A boundary map of entertainment district must be attached.
The
G Al Al Committee
on theof considered the application of(Name of applicant)
for a license to sell spirituous liquor at the premises described in the application as provided by A.R.S §4-201.
ORDER OF APPROVAL/DISAPPROVAL
IT IS THEREFORE ORDERED that the license APPLICATION OF RUTH A VALAGO
(Name of applicant) to sell spirituous liquor of the class and in the manner designated in the application, is hereby recommended
for
(Approval, disapproval, or no recommendation)
TRANSMISSION OF ORDER TO STATE
IT IS FURTHER ORDERED that a certified copy of this order be immediately transmitted to the State
Department of Liquor, License Division, 800 W Washington, 5th Floor, Phoenix, Arizona 85007.
Dated aton,
/Delahad areas of all a
(Signature of city, town or county clerk)