

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

JUNE 22, 2023
COUNCIL ACTION

WORK SESSION

I. PROCEDURES

A. Call to Order 5:30 PM

Mayor Dent called the meeting to order.

B. Roll Call

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

Present City Staff: City Manager Tim Pettit, Finance Director Barbara Bell, Police Chief Tad Wygal, Public Works Director Aaron Anderson, Fire Chief Chase Pearson, and City Clerk Pamela Galvan.

C. Adopt Agenda

Motion: *To approve the agenda as presented.*

Action: *Adopted*

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

II. Council will review the Tentative Budget for the Fiscal Year Budget for 2023/2024.

Items discussed:

- New positions (1) Maintenance Laborer, (2) Police Officers, and (3) Fire Captains; six in total.
- Pay Increases 5% COLA effective 7/1/2023 and a possible 3% step. The 5% increase is the average of all pay.
- Cyber security was discussed, but nothing has been put into place.
- How the city finishes 22/23; finance will know when the year is completed next week.
- Streets and in-house projects were discussed, i.e., Highland Meadows, the road to Love's, Edison, and Route 66. They are also looking to purchase a replacement grader and dump truck.
- We have never had a sewer master plan, which will be required for grant monies and a rate study. There are provisions in the budget to do a rate study, and we will hold back on the sewer master plan. The rate study is essential at this point. The sewer master plan is the Woodson plan. All rates will be looked at in the rate study.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

JUNE 22, 2023
COUNCIL ACTION

WORK SESSION

- Barbara spoke on the budget summary of unappropriated funds. We have more project revenue than projected expenditures. It shows that we may have more revenue than expenditures in some places.
- General administration contingency and ARPA funds. The contingency is a just-in-case fund; should we get additional federal funds, it is placed there so we can spend it.
- The fuel for the police department fuel system has not worked correctly for a few years. With the new system, we can get accurate numbers in the future and allocate numbers to the correct department.
- Our annual debt service will be made next week because the principles due in June is 2.3 million dollars, and in 2024 we are looking at 2.4 million until we get to 2026 through 2028; then, we will start dropping; we will be paying off five bonds that we have by 2028. Our highest will be in 2026 annually at 2.7 million, then drop to \$897 thousand in 2029 unless we buy other items. That includes all of the WIFA loans we have received, including Dogtown.
- Golf will purchase used but in good shape, a rough, fairway unit, and buffalo blower. Barbara noted that she was told that the prices may be high.
- Sanitation will be purchasing a trash compactor. A brand new one runs \$130,000.00, but the county has a used one they haven't used at Willard Springs in five to six years, and we have agreed to purchase it for \$3,200/\$2,200.00; it is used but in better shape than ours.

After a list of questions was posed, the mayor asked if Council, individually, had questions they would like to ask.

Opened with Councilmember Cowen

- It was asked if there is any equipment we don't have included in the PD and Fire department's budgets.

Chief Wygal noted that the PD is in pretty good shape. A want, and not a need, is to renovate the dispatch office as it is outdated. It's a want, but there may be a potential grant.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

JUNE 22, 2023
COUNCIL ACTION

WORK SESSION

Big grants are in the pipeline; we anticipate going after them and have 5.5 million in grants. Grants are out there; it is just a matter of we get them. If we don't get it, we don't spend it.

Vice Mayor McNelly

- Fire has an extensive wish list. Chief Pearson reviewed their equipment and noted that the reporting and notifications systems are current and on schedule to keep the PPE equipment up-to-date. In the PPE and technology department, they are on par.
- An explanation of a 4 million dollars "Rescue Squad" was asked; Chief Pearson explained it would replace an existing vehicle but would hold more riders and carry extrication equipment.

Councilmember Payne

- The conversation went to gym membership costs and evolved to offering it to all city employees. Staff will sort it out and work with gym owners.

Councilmember Edes

- He commended Barbara on the budget before them; he recalled past years' budgets and not meeting payroll.

Councilmember Campbell

- Stated that all her questions were answered; thank you.

Councilmember Fritsinger

- He inquired about the noted \$40,000.00 overtime. Chief Pearson explained how it was derived, based on having the three positions filled and accommodating sick and vacation shift coverage.
- What is the transfer from the Forestry Service Building; it is maintenance to the facility, to our maintenance department for services they provide annually.

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 4

**JUNE 22, 2023
COUNCIL ACTION**

WORK SESSION

Mayor noted that he and Tim would meet with Coral Evans from Mark Kelly's office to see if they can do anything to help us with grants for our Wastewater Treatment Plant (WWTP.)

Also, it has been decided to push out the electric conversion for a couple of years as it is not critical right now. They don't want a 3 to 4-million-dollar electrical application to fowl the WWTP funding.

NACOG will take all the street projects that didn't fund and resubmit them next year, as there may be more monies for rural areas. NACOG is not taking on new projects but will work with us to get the numbers updated. Rodeo Rd and Airport Rd are both in the top 12 on the NAGOCs list. Most of our flood control money went to the fires, and NACOG thinks it should be federally funded, not state.

- Tim Pettit noted that the current power conversion would be completed by the middle of July this year. An additional one million is for the Bill Williams Mountain project that needs to be done.

***III.* ADJOURN 6:34 PM**

Mayor Don Dent

ATTEST:

City Clerk Pamela Galvan

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

PAGE 5

**JUNE 22, 2023
COUNCIL ACTION**

WORK SESSION

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 June 22, 2023. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 27th day of June 2023.

City Clerk Pamela Galvan