

465 1st Avenue
P.O. Box 970
Holbrook, AZ 86025

OUR MISSION

City of Holbrook Government exists to provide ethical and responsible local government.

AGENDA

Regular City Council Meeting
6:00 p.m. September 23, 2021

1. CALL TO ORDER:
2. ROLL CALL:
3. PLEDGE OF ALLEGIANCE/INVOCATION:
4. CONSENT AGENDA:
 - a. September 9, 2021 meeting minutes. Tab 1
5. CALL TO THE PUBLIC FOR AGENDA ITEMS:
*A five-minute time limit per individual is available at this time for Agenda items.
6. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):
 - a. Ordinance 21-13 - 1st reading: Regarding the sale of real property - Parcel 109-37-006A. Tab 2
7. CALL TO THE PUBLIC FOR NON-AGENDA ITEMS:
*A three-minute time limit per individual is available at this time for non-agenda items.
8. SUMMARY OF CURRENT EVENTS:
Mayor:
Council Members:
City Manager:
9. SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA:
**Requests to have an item discussed on the agenda.
10. ADJOURNMENT

Posted the 20th day of September 2021



Lisa Hunt, City Clerk

*Individuals must submit a "Request to Address City Council" form to the City Clerk prior to the start of the meeting.

Anyone may address the City Council on any issue within the jurisdiction of the Council. City Council may generally not discuss items that are not specifically identified on the agenda, except in certain circumstances. Therefore, pursuant to A.R.S. § 38-431.01 (H), action taken as a result of public comment will be limited to directing City staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date. Items on the agenda will not be heard or discussed in Call to the Public. Video or audio tapes or other overhead visual aids may not be presented during these public appearances. All speakers should begin their remarks by stating their name and address for the record.

**Requests to have an item discussed on a future agenda should be presented on the "Request and Petition of citizens to City of Holbrook Council" form during the Submission of Written Petition for Items Not on the Agenda to the Council at a regular meeting. Once this form is submitted, the Council will consider the petition and a response will be given within 31 days per the Holbrook City Charter Article II, Section 2.18.

Unauthorized remarks from the audience, clapping, stomping of feet, yelling or any similar demonstrations are also prohibited. Violations of these rules may result in removal from the meeting. Individual members of the public body may respond to comments made by others who have addressed the public body.

The Holbrook City Council may discuss or take legal action on any item listed on the Agenda.

Pursuant to ARS 38-431.02, notice is hereby given to the Holbrook City Council, and to the General public that a meeting, which is open to the public, will be held on above-mentioned date, in the City Council Chambers, at 465 First Avenue, Holbrook, Arizona. Members of the City Council may choose to participate in this meeting telephonically. The City Council may adjourn into executive session, which will not be open to the public, to discuss any matter listed on the agenda in accordance with A.R.S. 38-431.03. The Holbrook City Council may vote to hold an executive session for the purpose of obtaining legal advice from the Council's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

Electronic versions of this agenda can be found at www.holbrookaz.gov.

MINUTES OF THE REGULAR MEETING
OF THE HOLBROOK CITY COUNCIL HELD ON
September 09, 2021

CALL TO ORDER: Mayor Young called the meeting to order at 6:00 p.m.

ROLL CALL: Mayor Merrill Young, Vice Mayor Francie Payne, Councilmembers Tim Dixon, Earl Kester, Adam Marsh, and Kip Woolford appeared in Council Chambers. Councilmember Mike Nilsson participated via conference call.

CITY STAFF: City Manager Ted Soltis, Water/Wastewater Supervisor Randy Sullivan, and City Clerk Lisa Hunt.

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Councilmember Marsh. The Invocation was given by Pastor Hollingsworth from St. Johns Baptist Church.

CONSENT AGENDA:

August 26, 2021 meeting minutes.

MOTION: Councilmember Dixon

SECONDED: Councilmember Kester

MOTION CARRIED

CALL TO THE AUDIENCE FOR ITEMS ON THE AGENDA: None

NEW BUSINESS:

- a. Approve the emergency purchase of two water well motors: Water/Wastewater Supervisor Randy Sullivan explained to the Council the situation that occurred and that it was an emergency purchase.
MOTION: Vice Mayor Payne
SECONDED: Councilmember Dixon
MOTIONS CARRIED
- b. Resolution 21-11: A Resolution rescinding all previous resolutions containing fee schedules with to the Holbrook Magistrate Court and adopting a new fee schedule: Mayor Young read the Resolution by Heading. City Manager Ted Soltis explained the changes being made and that the changes were being made because of State legislative updates.
MOTION: Councilmember Dixon
SECONDED: Councilmember Marsh
ROLL CALL VOTE: Councilmember Dixon "Aye", Councilmember Kester "Aye", Councilmember Marsh "Aye", Councilmember Nilsson "Aye", Vice Mayor Payne "Aye", Councilmember Woolford "Aye", and Mayor Young "Aye".
- c. Ordinance 21-07 – Second Reading: Regarding the sale of real property – Parcel 109-24-075H. Mayor Young read Ordinance 21-07 by Heading.
MOTION: Councilmember Woolford
SECONDED: Councilmember Dixon
ROLL CALL VOTE: Councilmember Dixon "Aye", Councilmember Kester "Aye", Councilmember Marsh "Aye", Councilmember Nilsson "Aye", Vice Mayor Payne "Aye", Councilmember Woolford "Aye", and Mayor Young "Aye".
- d. Ordinance 21-08 – Second Reading: Regarding the sale of real property – Parcel 109-37-006A. Mayor Young read Ordinance 21-08 by Heading.
MOTION: Councilmember Marsh
SECONDED: Councilmember Kester

ROLL CALL VOTE: Councilmember Dixon “Aye”, Councilmember Kester “Aye”, Councilmember Marsh “Aye”, Councilmember Nilsson “Aye”, Vice Mayor Payne “Aye”, Councilmember Woolford “Aye”, and Mayor Young “Aye”

- e. Ordinance 21-09 – Second Reading: Regarding the sale of real property – Parcel 109-24-075K. Mayor Young read Ordinance 21-09 by Heading.
MOTION: Councilmember Dixon
SECONDED: Councilmember Marsh
ROLL CALL VOTE: Councilmember Dixon “Aye”, Councilmember Kester “Aye”, Councilmember Marsh “Aye”, Councilmember Nilsson “Aye”, Vice Mayor Payne “Aye”, Councilmember Woolford “Aye”, and Mayor Young “Aye”.

- f. Ordinance 21-10 – Second Reading: Regarding the sale of real property – Parcel 109-19-076. Mayor Young read Ordinance 21-10 by Heading.
MOTION: Councilmember Marsh
SECONDED: Councilmember Dixon
ROLL CALL VOTE: Councilmember Dixon “Aye”, Councilmember Kester “Aye”, Councilmember Marsh “Aye”, Councilmember Nilsson “Aye”, Vice Mayor Payne “Aye”, Councilmember Woolford “Aye”, Mayor Young “Aye”.

- g. Ordinance 21-11 – Second Reading: Regarding the sale of real property – Parcel 109-19-074. Mayor Young read Ordinance 21-11 by Heading.
MOTION: Councilmember Woolford
SECONDED: Councilmember Marsh
ROLL CALL VOTE: Councilmember Dixon “Aye”, Councilmember Kester “Aye”, Councilmember Marsh “Aye”, Councilmember Nilsson “Aye”, Vice Mayor Payne “Aye”, Councilmember Woolford “Aye” and Mayor Young “Aye”.

- h. Ordinance 21-12 – Second Reading: Regarding the sale of real property – Parcel 109-19-039. Mayor Young read Ordinance 21-12 by Heading.
MOTION: Vice Mayor Payne
SECONDED: Councilmember Dixon
ROLL CALL VOTE: Councilmember Dixon “Aye”, Councilmember Kester “Aye”, Councilmember Marsh “Aye”, Councilmember Nilsson “Aye”, Vice Mayor Payne “Aye”, Councilmember Woolford “Aye”, and Mayor Young “Aye”.

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS:

Mike Sample from the Navajo County Fair Board gave fair passes to the Council and to the City Manager and invited them to attend Opening Ceremonies of the 90th Annual Navajo County Fair on Wednesday, September 15th.

SUMMARY OF CURRENT EVENTS-MAYOR:

Mayor Young encouraged everyone to attend the Navajo County Fair, and also asked that the community participate in the community clean-up scheduled for Saturday, September 11th.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

Councilmember Marsh wished everyone a safe and happy time at the Navajo County Fair.

Councilmember Woolford attended the Arizona League of Cities and Towns Conference. He said that it was very enlightening. He attended the early session and was excited to learn that most Arizonians are on the same track when it comes to “What Arizona Wants”. Councilmember Woolford also attended a session on Recycling. He said that he has lots of hope for the future.

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

City Manager Soltis attended the League of Arizona Conference. He stated that it was a great conference. He added that It is always good to connect with colleagues and to get ideas for our community.

The Apache County Coalition, which includes Holbrook, was awarded a \$600,000 brownfield assessment grant. The money can be used for brownfield site inventory, community outreach and engagement, site assessment, asbestos and/or lead-based surveys of buildings to support renovation, cleanup and reuse planning. The goal is to have at least one project per community. Mr. Soltis will keep everyone posted on how the funds may be used in Holbrook.

Northern Arizona Council of Governments (NACOG) has a vacancy on the Economic Development Council (EDC). If anyone is interested in this position, please let Mr. Soltis know.

The City of Holbrook is in the process of replacing the lights in the gym. The lights are at the end of their life expectancy – 50,000 hours. Our local supplier only had a limited supply available. Additional lights have been ordered. Please be patient.

There has been some vandalism at the Petroglyphs. City staff have installed cameras. Hopefully this will prevent other acts of vandalism.

One of the rear walls of the Bucket of Blood buildings has collapsed. City staff are looking into how the wall may be repaired.

Community clean-up day is this Saturday. Check-in is from 7:30 – 8:00 am at the Courthouse. Bring gloves, rakes, shovels, and brooms.

SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA: None

ADJOURNMENT:

MOTION: Councilmember Marsh

SECONDED: Vice Mayor Payne

MOTION CARRIED

Meeting adjourned at 6:31 pm

I hereby certify that the forgoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Holbrook City Council held on September 9, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Lisa Hunt, Deputy Clerk

PASSED, APPROVED AND ADOPTED this 23rd day of September 2021.

J. Merrill Young, Mayor

**City of Holbrook
Council Action Form**

Meeting Date: September 23, 2021

Tab: 1

To: Mayor and City Council

From: Ted Soltis, City Manager

Subject: Sale of parcel number 109-37-006A located on E. Hermosa Drive.

Discussion: The sale of this parcel to B Brown Construction was approved by Ordinance 21-08 on September 9, 2021. Mr. Brown has withdrawn his bid.


Three bids were received:

- Jamir Miller BDI 3 LLC - \$470,000.
- RKS Development - \$650,000.
- B Brown Construction - \$723,000.

Fiscal Impact: +\$650,000

Recommendation: Approve sale of parcel number 109-37-006A to RKS Development for the sum of \$650,000.

Submitted by: _____


Ted Soltis, City Manager

ORDINANCE 21-13

AN ORDINANCE OF THE CITY OF HOLBROOK, ARIZONA, REGARDING THE SALE OF REAL PROPERTY NAMELY PARCEL NUMBER 109-37-006A

WHEREAS, the City of Holbrook owns real property located on E. Hermosa Drive; and

WHEREAS, the City desires to sell this property; and

WHEREAS, Holbrook City Charter, section 7.05 (f), requires an ordinance to sell real property; and

WHEREAS, bidder B Brown Construction, approved by Ordinance 21-08, has withdrawn his bid.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK:

SECTION 1: Ordinance 21-08 is repealed.

SECTION 2: The Property more fully described in attached Exhibit "A" will be sold to RKS Development for \$650,000.

SECTION 3: The City Manager is authorized to effectuate the sale of said property.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLBROOK, ARIZONA, this 23 day of September 2021.

APPROVED/EXECUTED:

APPROVED AS TO FORM:

J. Merrill Young, Mayor

Bradley A. Burns, City Attorney

ATTEST:

Lisa Hunt, City Clerk

ORDINANCE 21-13

Exhibit A

Parcel Number 109-37-006A

Legal Description:

SECTION 32, T18N, R21E:NE4 NE4 of the Gila and Salt River Base and Meridian, Navajo County, Arizona

Less: SEC 32, T18N, R21E:COM NE COR SEC 32; TH N89° 43' 28" W 900.00'; TH S00° 12' 48" W 600.00' TPOB; TH S00° 12' 48" W 356.60'; TH S52° 36' 00" E 460.00'; TH N00° 12' 48" E 356.00'; TH N52° 36' 00" W 460.00' TPOB