



"HUB OF THE SOUTHWEST"

465 1<sup>st</sup> 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. January 12, 2023

1. CALL TO ORDER:
2. ROLL CALL:
3. PLEDGE OF ALLEGIANCE/INVOCATION:
4. CONSENT AGENDA:  
December 20, 2022
5. CALL TO THE PUBLIC FOR NON-AGENDA ITEMS:  
\*Three-minute time limit per individual.
6. CALL TO THE PUBLIC FOR AGENDA ITEMS:  
\*Five-minute time limit per individual.
7. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):
  - a. Henning Block (Bucket of Blood Saloon) buildings assessment update - Robert Graham.
  - b. Code Enforcement Update - Councilmember Black.
  - c. Potential Hiring of Economic Development Director - Councilmember Black.
  - d. Update on access to cemetery plots - Councilmember Black.
  - e. Update on 2022-2023 City Goals - Mayor Smith.
  - f. Growing Smarter Legislation and Holbrook General Plan - Mayor Smith.
8. SUMMARY OF CURRENT EVENTS:  
Mayor:  
Council Members:  
City Manager:
9. \*\*SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA:
10. ADJOURNMENT

Tab 1

Posted on the 9<sup>th</sup> day of January 2023.

  
\_\_\_\_\_  
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.

\*\*Any citizen of the City may appear before the Council at any regular meeting and present a written petition. Such petitions shall be considered, and response given within 31 days in conformity with the requirements of the Charter, the Open Meeting Law, and other statutory and constitutional provisions per 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](http://www.holbrookaz.gov).

MINUTES OF THE REGULAR MEETING  
OF THE HOLBROOK CITY COUNCIL HELD ON  
December 20, 2022

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

ROLL CALL: Mayor Kathleen Smith, Councilmembers Robert Black, Mike Nilsson, Arcenia Pacheco, and Karina Pack appeared in Council Chambers. Vice Mayor Payne and Councilmember Dixon appeared via conference call.

CITY STAFF: City Manager Ted Soltis, Chief Nathan Christensen, and City Clerk Lisa Hunt.

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Councilmember Pack. The Invocation was given by Gloria Montoya of Day Star.

CONSENT AGENDA:

December 8, 2022, meeting minutes.

MOTION: Councilmember Nilsson

SECONDED: Councilmember Pack

MOTION CARRIED

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS: None

CALL TO THE PUBLIC FOR AGENDA ITEMS: None

NEW BUSINESS:

- a. Council schedule for work sessions: Mayor Smith requested that the Council schedule a Work Session once per month, as needed. After Council discussion, a motion was made to conduct a Regular Meeting on the 2<sup>nd</sup> Thursday of each month and a Regular Meeting followed by a Work Session (as needed) would be conducted on the 4<sup>th</sup> Thursday of each month. During January 2023 the second Regular Meeting and Work Session was set for Monday, January 23<sup>rd</sup> instead of Thursday, January 26<sup>th</sup> because of conflicting schedules.  
MOTION: Councilmember Nilsson  
SECONDED: Councilmember Pack  
MOTION CARRIED
- b. Monthly employee recognition program: Mayor Smith asked for Council input on implementing an employee recognition program. Several ideas were shared.
- c. Potential training on best practices of city council and open meeting law: Councilmember Pacheco requested that a training be set up for the Council on best practices of city council and open meeting law. Mr. Soltis said that he would contact the League of Cities and Town and get a training scheduled.
- d. Police Department staffing: Chief Christensen presented an overview of the challenges facing retention and recruitment of Police Officers for the City of Holbrook. Discussion was held between the City Council and Chief Christensen.

SUMMARY OF CURRENT EVENTS-MAYOR:

-Mayor Smith shared that she attended the Newley Elected Officers Training presented by the League of Cities and Towns. She also wished everyone a Merry Christmas.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

-Councilmember Nilsson said that the Food Bank gave Christmas food boxes to 95 people, and they have another 16 food boxes waiting to be picked up. Councilmember Nilsson wished everyone a Merry Christmas.

-Councilmember Pacheco - No Report

-Councilmember Black wished everyone a Merry Christmas and said that he is looking forward to the staff Christmas appreciation luncheon on Thursday.

-Councilmember Pack wished everyone a Merry Christmas.

-Vice Mayor Payne wished everyone a Merry Christmas, Happy Hanukkah, and Happy Holidays.

-Councilmember Dixon had to leave the meeting prior to the Summary of Current Events.

**SUMMARY OF CURRENT EVENTS-CITY MANAGER:**

City Manager Soltis shared that the auditors completed their annual onsite audit. Once the audit adjustments are made, a Council presentation will be scheduled

The upgrading at the Community Center is nearly complete. Mike is finishing up the kitchen remodel.

With the cold weather, staff are starting on the Golf Course rest rooms remodel.

The new vacuum truck has arrived. Staff were trained on it today. This has been a much needed piece of equipment; it is constantly in use. Now they will have a reliable piece of equipment.

Mr. Soltis wished everyone a Happy and Safe Christmas. Remember, as the saying goes, the reason for the season.

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

**ADJOURNMENT:**

**MOTION:** Councilmember Pack

**SECONDED:** Councilmember Nilsson

**MOTION CARRIED**

**Meeting adjourned at 7:32 p.m.**

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 December 20, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

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Lisa Hunt, City Clerk

**PASSED, APPROVED AND ADOPTED this 12th day of January 2023.**

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Kathleen Smith, Mayor