

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. February 9, 2023

1. CALL TO ORDER:
2. ROLL CALL:
3. PLEDGE OF ALLEGIANCE/INVOCATION:
4. CONSENT AGENDA:
January 23, 2023 Regular Meeting
January 23, 2023 Work Session
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. Just Energy Transition Center - Amanda Ormond.
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 6th day of February 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.

MINUTES OF THE REGULAR MEETING
OF THE HOLBROOK CITY COUNCIL HELD ON
January 23, 2023

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

ROLL CALL: Mayor Kathleen Smith, Vice Mayor Francie Payne, Councilmembers Robert Black, Tim Dixon, Arcenia Pacheco, and Karina Pack appeared in Council Chambers. Councilmember Mike Nilsson was excused.

CITY STAFF: City Manager Ted Soltis, Finance Director Randall Sullivan Jr., and City Clerk Lisa Hunt.

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

CONSENT AGENDA:

January 12, 2023, meeting minutes.

MOTION: Councilmember Black

SECONDED: Vice Mayor Payne

Councilmember Dixon abstained as he was not present at the January 12th meeting.

MOTION CARRIED

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS: None

CALL TO THE PUBLIC FOR AGENDA ITEMS: None

NEW BUSINESS:

- a. Proclamation: Hashknife Pony Express Week – Pat Nichols: Pat Nichols and Mark Reynolds presented a proclamation for the Hashknife Pony Express. Mayor Smith read the proclamation. Pat Nichols shared the upcoming Hashknife schedule of events.
- b. Annual audit – Scott Graff: Scott Graff appeared via Zoom. He reviewed the audit. Questions from the Council were answered by Mr. Graff.
- c. Financial Report – Randy Sullivan: Mr. Sullivan gave a copy of the current Financial Report to members of the Council. He reviewed its content. Questions from the Council were answered by Mr. Sullivan.

SUMMARY OF CURRENT EVENTS-MAYOR:

-Mayor Smith shared that she attended a conference call with the Arizona League of Cities and Towns regarding Legislative issues, particularly because of the Food Tax Bill that is being considered. She also met with the Chamber of Commerce. Mayor Smith reported that Nancy Smithson had passed away and that her funeral will be held on Saturday at 1:30.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

-Vice Mayor Payne shared that the Chamber of Commerce is planning a Business Meet and Greet.

-Councilmember Black – No Report.

-Councilmember Pack asked if the City Manager’s contract was coming up for renewal. There was discussion. Mayor Smith advised Ms. Pack that evaluations by the Council would need to be done first. City Manager Soltis stated that his contract had been automatically renewed for two years.

-Councilmember Dixon - No Report.

-Councilmember Pacheco shared that the community has many events coming up next week, including games at the Holbrook School, food booths and she added that the deadline for tax write off donations is approaching.

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

City Manager Soltis stated that per Council request, he included a copy of the Henning Block (Bucket of Blood Saloon) report in their packet.

He also stated that per Councilmember inquiry, he has included a copy of the City of Holbrook Charter in their packet. He noted that the Charter includes a "Code of Conduct for Elected Officials and Advisory Board Members." The Code of Conduct is in the Appendix.

Mr. Soltis shared that there is a vacancy on the Planning and Zoning Commission. Letters of interest from residents are due by February 9th. They may be dropped off at City Hall.

Mr. Soltis also shared that he will be attending the ACMA (Arizona City/County Management Association) conference this week.

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

ADJOURNMENT:

MOTION: Councilmember Pack

SECONDED: Councilmember Pacheco

MOTION CARRIED

Meeting adjourned at 7:08 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 January 23, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Lisa Hunt, City Clerk

PASSED, APPROVED AND ADOPTED this 9th day of February 2023.

Kathleen Smith, Mayor

MINUTES OF THE WORK SESSION
OF THE HOLBROOK CITY COUNCIL HELD ON
January 23, 2023

CALL TO ORDER: Mayor Smith called the meeting to order at 7:15 p.m.

ROLL CALL: Mayor Kathleen Smith, Vice Mayor Francie Payne, Councilmembers Robert Black, Tim Dixon, Arcenia Pacheco, and Karina Pack. Councilmember Mike Nilsson was excused.

CITY STAFF: City Manager Ted Soltis

GENERAL PLAN: Mayor Smith reviewed A.R.S. 9-461.05 General plans; authority; scope. and A.R.S. 9-461-06 Adoption and amendment of general plan; expiration and readoption.

After discussion it was decided that public input would be gathered via a survey, advisory meetings, and a Town Hall meeting. A suggestion was made that a timeline be set, perhaps nine months, so that participants would know what type of commitment they would be making. To prevent confusion between Comprehensive Plans and Strategic Plans, it was decided that the Comprehensive Plan should be completed first.

For future discussion, individual Councilmembers are to decide which elements they feel should be included in the Comprehensive Plan.

STRATEGIC PLAN: Mayor Smith reviewed Strategic Plan elements.

Councilmembers are to review the mission statement and provide input on initiatives that they feel are important.

ADJOURNMENT:

The Work Session adjourned at 8:06 p.m.

I hereby certify that the forgoing minutes are a true and correct copy of the minutes of the Work Session of the Holbrook City Council held on January 23, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Ted Soltis, City Manager

PASSED, APPROVED AND ADOPTED this 9th day of February 2023.

Kathleen Smith, Mayor