

"HUB OF THE SOUTHWEST"

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. April 27, 2023

1. CALL TO ORDER:
2. ROLL CALL:
3. PLEDGE OF ALLEGIANCE/INVOCATION:
4. CONSENT AGENDA:
April 13, 2023 Regular Meeting Tab 1
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. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION):
 - a. Zoning Change: Kevin Clancey, FTMSNYC LLC, DBA Veterans Services USA, Parcel 109-18-088, located at 700 - 720 N. Navajo Boulevard; change from C-2 General Commercial to R-C Residential Commercial. Tab 2
8. **SUMMARY OF CURRENT EVENTS:
Mayor:
Council Members:
City Manager:
9. ***SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA:
10. ADJOURNMENT

Posted on the 24th day of April 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.

**This portion of the agenda is for the Mayor, City Council, and the City Manager to provide a brief summary of current events. The public body does not propose, discuss, or take legal action on any matter brought up during this summary.

***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
April 13, 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, and Mike Nilsson appeared in Council Chambers. Councilmember Karina Pack participated via phone. Councilmember Arcenia Pacheco was excused.

CITY STAFF: City Manager Ted Soltis and City Clerk Lisa Hunt.

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Vice Mayor Payne. The Invocation was given by pastor Ken Clay.

CONSENT AGENDA:

March 23, 2023, Regular Meeting minutes and March 23, 2023, Work Session minutes.

MOTION: Vice Mayor Payne

SECONDED: Councilmember Dixon

MOTION CARRIED

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS: Steven Carbonneau requesting that updates be made to the parks.

CALL TO THE PUBLIC FOR AGENDA ITEMS: For the Zone Change request, David Smith provided the Arizona Department of Housing (ADOH) Year 2014 Mandatory Design Standards for Multifamily Rental Housing.

NEW BUSINESS:

- a. Public Hearing – Zoning Change: Kevin Clancey, FTMSNYC LLC, DBA Veterans Services USA, Parcel 109-18-088, located at 700 -720 Navajo Boulevard: change from C-2 General Commercial to R-C Residential Commercial. Mike Sample, Chairperson of the Planning and Zoning Commission, shared that the Commission recommended the zone change be approved with stipulations. Kevin Clancey asked the Council to approve the recommendation of the Planning and Zoning Commission. He stated that he would talk to his partner about meeting the stipulations, although he said he didn't know if the stipulations could be met. David Smith requested that the apartments meet the minimum ADOH size standards. The Council opened the Public Hearing at 6:14 pm. Kevin Clancey shared the updates to the property and the work that they have done to build a good clientele. The Public Hearing was closed at 6:20 pm. The Council held a discussion. A motion was made to table the zone change. MOTION: Councilmember Dixon
SECONDED: Councilmember Black
ROLL CALL VOTE: Councilmember Black "Aye", Councilmember Dixon "Aye", Councilmember Nilsson "Nay", Councilmember Pack "Aye", Vice Mayor Payne "Nay", and Mayor Smith "Aye".
- b. General Plan Timeline and Discussion – Mayor Smith shared an updated timeline. She had added a Technical Advisory Committees (TAC). Council had discussion and scheduled appointments for the 2nd Council meeting in May.
- c. Budget Timelines and Priorities – Mayor Smith asked City Manager Soltis about the timeline for the Budget. He said that the Budget work session will be on May 25th. The Tentative Budget is scheduled for June 8th. The final budget will be presented on June 22nd. A discussion was held related to public input.
- d. Charter Review Discussion and Timeline – Mayor Smith reminded Council that every four years the Charter needs to be reviewed. She proposed that the Council appoint a committee the same way that the Planning and Zoning Commission members are appointed. She added that she would like the City to advertise on the Water bills and the City web site.
- e. Proclamation: Fair Housing Month – Mayor Smith read the Fair Housing Month Proclamation.
- f. Proclamation: Happy Holbrook Month – Mayor Smith read the Happy Holbrook Month Proclamation.

SUMMARY OF CURRENT EVENTS-MAYOR:

- Mayor Smith said "Thank You" to the Little League for a successful Easter Egg Hunt. She heard that it was a lot of fun and a great success.
- She gave a shout out to all the volunteers and the cast for the Holbrook Jr High production of Annie Junior.
- The Holbrook Chamber of Commerce is hosting their Holbrook Clean-up on April 22 from 7:30 am- Noon.
- Save the Date – Old West Fest is moving to June this year, June 9 – 10. They have a lot of great events planned and are partnering with the Navajo County Fairgrounds – Rodeo, Races, Games, Battle of the Bands and more.
- The Holbrook Levee is a great place to walk and to ride a bike, but it is not for motorized vehicles. Please be respectful.
- Keep sending in your Happy Holbrook nominations. It has been wonderful again to highlight some of our citizens and share a little bit about each of them. We really do have some great people in Holbrook.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

- Councilmember Nilsson shared that he attended a meeting with the NACOG Council on Ageing yesterday. He also reminded everyone that Basket Bingo will be on April 15th, this is a fundraiser to help the Senior Center bring back Communal Meals and Meals on Wheels.
- Councilmember Dixon- No report
- Vice Mayor Payne- No report
- Councilmember Black shared that in the last few weeks he has driven around Holbrook and talked with citizens.
- Councilmember Pack – No report

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

- City Manager Soltis shared that the City now has a tool rental program. He added that the City will be issuing transfer site coupons as part of Clean-Up Day.
- The City recently received the following emails: "We have been traveling through Idaho and noticed that Holbrook is so clean. Very good job and much appreciated." "I played your Hidden Cove Golf Course late Saturday evening and truly enjoyed the experience! The course is a real gem. I know because I have played 31 of Arizona's 32 nine-hole courses. I called several times to make sure the course was open as I was traveling a long way to play it. Steve, the gentleman who answered the phone, was so gracious and kind. Please thank Steve for me and also thank the crew for keeping your course in such good shape."
- There is a Board of Adjustment meeting scheduled for Thursday, May 11th at 5:30 pm. The City Council serves as the Board of Adjustment. The request by ChangePoint for a Conditional Use Permit to convert Howard Johnson to "Residential Care Services" was denied by Planning and Zoning. They are appealing the decision.

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

ADJOURNMENT:

MOTION: Councilmember Black

SECONDED: Vice Mayor Payne

MOTION CARRIED

Meeting adjourned at 7:28 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 April 13, 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 27th day of April 2023.

Kathleen Smith, Mayor

**City of Holbrook
Council Action Form**

Meeting Date: April 27, 2023

Tab: _____

To: Mayor and City Council

From: Barbara Blythe, Code Compliance Officer

Subject: Zone Change: Kevin Clancey, FTMSNYC LLC, DBA Veterans Services USA, Parcel 109-18-088, located at 700 - 720 N. Navajo Boulevard; change from C-2 General Commercial to R-C Residential Commercial.

Discussion: Council tabled the Planning and Zoning recommended rezone to provide time to research information introduced at the April 13, 2023 Council meeting.


The document that was introduced titled "Arizona Department of Housing (ADOH) Year 2014 Mandatory Design Standards for Multifamily Rental Housing" does not apply here. The exhibit only applies to new, site-built rental housing financed by ADOH.

The nation is dealing with hotels/motels turning into housing due to the lack of affordable housing. While it may be desirable to introduce standards for rental housing, these considerations are not applicable to a rezone.

Fiscal Impact: \$0

Recommendation: Approve Planning and Zoning's rezone recommendation.

Submitted by: 
Barbara Blythe, Code Compliance Officer

Approved by: 
Ted Soltis, City Manager