

"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

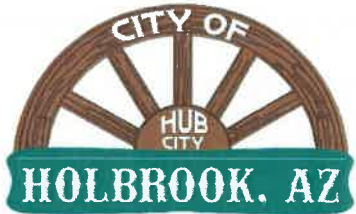
Work Session - FY 2024 Budget
5:00 p.m. May 25, 2023

1. Call to Order:
2. Roll Call:
3. Discuss Fiscal Year 2023-2024 Budget

Posted the 22nd day of May 2023.



Lisa Hunt, City Clerk



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AGENDA

Regular City Council Meeting
6:00 p.m. May 25, 2023

1. CALL TO ORDER:
2. ROLL CALL:
3. PLEDGE OF ALLEGIANCE/INVOCATION:
4. CONSENT AGENDA: Tab 1
May 11, 2023, Board of Adjustment meeting minutes
May 11, 2023, Regular City Council meeting minutes.
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): Tab 2
 - a. Charter Review Committee selection - 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

Posted the 22nd day of May 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 CITY OF HOLBROOK
BOARD OF ADJUSTMENT MEETING HELD ON
May 11, 2023

CALL TO ORDER: Mayor Smith called the meeting to order at 5:30 p.m.

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

CITY STAFF: City Manager Ted Soltis

NEW BUSINESS:

Public Hearing - Appeal of a Planning and Zoning Commission denial of a Conditional Use Permit: ChangePoint request to convert Howard Johnson, 2608 East Navajo Boulevard, to Residential Care Services.

Planning and Zoning Commission Chairman Mike Sample gave an overview of the denial of the request by Change Point to convert the Howard Johnson's motel to a Residential Care Services facility.

Jeff Oakes and Byron Lewis, on behalf of Change Point, provided details on the request.

Robin Gonzales, Lynn Hatton, Evelyn Marez, and Yvette Johnson spoke against the appeal.

David Newlin spoke in favor of the appeal.

Amanda Remos, Teri Tafoya, and Connie McPherson also voiced opposition via emails read by Mayor Smith.

MOTION: Councilmember Dixon. Affirm the Planning and Zoning Commission's denial.

SECONDED: Councilmember Black

MOTION: A roll call vote was taken. The mayor and all councilmembers approved the motion.

ADJOURNMENT:

MOTION: Councilmember Dixon

SECONDED: Councilmember Nilsson

MOTION CARRIED

Meeting adjourned at 6:52 p.m.

I hereby certify that the forgoing minutes are a true and correct copy of the minutes of the Board of Adjustment Meeting held on May 11, 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 25th day of May 2023.

Kathleen Smith, Mayor

MINUTES OF THE REGULAR MEETING
OF THE HOLBROOK CITY COUNCIL HELD ON
May 11, 2023

CALL TO ORDER: Mayor Smith called the meeting to order at 7:00 p.m.

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

CITY STAFF: City Manager Ted Soltis

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Councilmember Black. The Invocation was given by Councilmember Nilsson.

CONSENT AGENDA:

April 27, 2023, Regular Meeting minutes.

MOTION: Councilmember Pacheco

SECONDED: Councilmember Nilsson

MOTION CARRIED

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS:

Colleen Marsh spoke on behalf of the Friends of the Animal Shelter noting that there are animals needing homes. Cindy Tafoya, from the Chamber of Commerce, gave an update on a variety of upcoming events. Ray Secareanu expressed concern over the speed of the trains. He suggested a speed limit be set for them.

CALL TO THE PUBLIC FOR AGENDA ITEMS: None

NEW BUSINESS:

Councilmember resignation. Mayor Smith read Vice Mayor Payne's resignation letter. After some discussion, it was decided to advertise the position and to hold interviews of applicants on June 8.

SUMMARY OF CURRENT EVENTS:

- Mayor Smith noted several upcoming events: a rodeo, concerts at the school, and Teacher Appreciation Week.
- Councilmember Black - None
- Councilmember Pack noted that she does not use social media, but she does use email.
- Councilmember Dixon - None
- Councilmember Nilsson mentioned several upcoming events: graduation, baseball, pool opening, Mother's Day, and Teacher Appreciation Week.
- Councilmember Pacheco noted that not everyone uses Facebook. She can be reached via email.

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

- The budget work session is scheduled for the next meeting on May 25th at 5:00 p.m.
- He provided an update on the Charter Review Committee. As a reminder, Article XVI Amendments, Section 16.02 Charter Review of the Charter reads: "The mayor, with approval of the Council, may appoint a committee of seven (7) electors of the City to review this Charter for applicability and content to best serve the City of Holbrook and its citizens at least once every four (4) years. Elected City Officials, appointed City Department Heads and City employees are prohibited from serving on this committee." An ad was placed in the newspaper and on the City website to solicit applicants for the Charter Review Committee. There are eight applicants: Richard Peterson, Kent Darris, Merrill Young, Robin Gonzales, Rebecca Slade, Steven Carbonneau, Connie McPherson, and Gretchen Herndon. The Charter Review Committee will be placed on the next agenda for approval by Council.

-The manager announced that ADOT is continuing to work on I-40 and that motorists can expect delays east and westbound between Perkins Valley Road through Holbrook until May 12th due to a pavement project.

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

ADJOURNMENT:

MOTION: Councilmember Pack

SECONDED: Councilmember Black

MOTION CARRIED

Meeting adjourned at 7:25 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 May 11, 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 25th day of May 2023.

Kathleen Smith, Mayor

**City of Holbrook
Council Action Form**

Meeting Date: May 25, 2023

Tab: _____

To: Mayor and City Council

From: Ted Soltis, City Manager


Subject: Charter Review Committee

Discussion: Article XVI Amendments, Section 16.02 Charter Review of the Charter reads: The mayor, with approval of the Council, may appoint a committee of seven (7) electors of the City to review this Charter for applicability and content to best serve the City of Holbrook and its citizens at least once every four (4) years. Elected City Officials, appointed City Department Heads and City employees are prohibited from serving on this Committee.

An ad was placed in the newspaper and on the city's website for the charter review committee. There are nine applicants: Richard Peterson, Kent Darris, Merrill Young, Robin Gonzales, Mark Romo, Steven Carbonneau, Rebecca Slade, Connie McPherson, and Gretchen Herndon.

Fiscal Impact: N/A

Recommendation: Consent to the mayor's appointments.

Approved by: 
Ted Soltis, City Manager