

"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. October 12th, 2023

1. CALL TO ORDER:
2. ROLL CALL:
3. PLEDGE OF ALLEGIANCE/INVOCATION:
4. CONSENT AGENDA:
September 28, 2023, meeting minutes. Tab 1
Check Register, 09/21/2023-10/05/2023
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. Presentation: Navajo County Health Department-Bill Ricci
 - b. Planning and Zone Change: Francis Morris 308 Hermosa Dr., Parcel 109-37-005T; change from General Commercial (C-2) to Single Family and Manufactured Home (RMH-1) Tab 2
 - c. Appoint new member to the Charter Review Committee due to the resignation of Steven Carbonneau: Mayor Smith Tab 3
 - d. Resolution 23-13: Changing the day of the Council Meetings Tab 4
 - e. Discussion/Possible action: Schedule a planning work session regarding City Manager appointment/recruitment firms. Tab 5
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 10th day of October 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
September 28, 2023

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

ROLL CALL: Mayor Kathleen Smith, Vice Mayor Nilsson, Councilmembers Robert Black, Tim Dixon, Karina Pack, and Teri Tafoya appeared in Council Chambers. Councilmember Arcenia Pacheco appeared via telephone.

CITY STAFF: Finance Director Randy Sullivan, Librarian Wendy Skevington, Code Compliance Officer Barbara Blyth and City Clerk Lisa Hunt.

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

CONSENT AGENDA:

August 24, 2023, meeting minutes

Check Register, 08/10/2023-09/20/2023.

MOTION: Vice Mayor Nilsson

SECONDED: Councilmember Tafoya

Councilmember Dixon recommended that this information be placed on the City Website and not on the consent agenda).

MOTION CARRIED

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS:

-Veronica James from North Country Health Care shared information about the services that they provide. She also shared that they will be having a Health Fair at the Holbrook Senior Center on October 19th and a Trunk or Treat event at their facility on October 30th.

CALL TO THE PUBLIC FOR AGENDA ITEMS:

-Mary Badley, Dan Bradley and Gerald Hancock all recommended to the Council that Interim City Manager Randall Sullivan Jr. be hired as the City Manager and asked that the Council not go out to bid for a hiring firm.

NEW BUSINESS:

- a. Ordinance 23-04: Amending fees for Animal Control-2nd Reading: Mayor Smith read Ordinance 23-04 by heading.

MOTION: Councilmember Dixon

SECONDED: Councilmember Pack

ROLL CALL VOTE: Councilmember Black "Aye", Councilmember Dixon "Aye", Vice Mayor Nilsson "Aye", Councilmember Pacheco "Aye", Councilmember Pack "Aye", Councilmember Tafoya "Aye", and Mayor Smith "Aye".

- b. Resolution 23-11: Amending fees for commercial and non-commercial public records requests. Mayor Smith read Resolution 23-11 by heading. Discussion was held.

MOTION: Vice Mayor Nilsson

SECONDED: Councilmember Dixon

ROLL CALL VOTE: Councilmember Black "Aye", Councilmember Dixon "Aye", Vice Mayor Nilsson "Aye", Councilmember Pacheco "Aye", Councilmember Pack "Aye", Councilmember Tafoya "Aye" and Mayor Smith "Aye".

- c. Resolution 23-12: Adopting owner-occupied housing rehabilitation guidelines. Mayor Smith read Resolution 23-12 in its entirety. Interim City Manager Randall Sullivan Jr explained that the Council must adopt the housing rehabilitation guidelines in order for the City to apply for future grants. Code Compliance Officer Barbara Blyth answered questions from the Council.

MOTION: Councilmember Tafoya

SECONDED: Councilmember Dixon

ROLL CALL VOTE: Councilmember Black "Aye", Councilmember Dixon "Aye", Vice Mayor Nilsson "Aye", Councilmember Pacheco "Aye", Councilmember Pack "Aye", Councilmember Tafoya "Aye", and Mayor Smith "Aye".

- d. Well #7 pump repair award: Interim City Manager Sullivan shared information with the Council about Well #7. He also shared that several bid requests were sent out and Nextgen was the only one to respond.
Discussion was held.
MOTION: Councilmember Black
SECONDED: Councilmember Pack
MOTION CARRIED

- e. Barrow Field Little League Lights: Interim Manager Sullivan shared with the Council that 3 quotes were received and that this project is grant funded.
MOTION: Councilmember Black (To hire Musco for \$111,000)
SECONDED: Councilmember Tafoya
MOTION CARRIED

- f. Budget amendment for Library Staff: Interim Manager Sullivan reviewed the budget amendment with the Council.
Discussion was held.
MOTION: Mayor Smith
SECONDED: Councilmember Dixon
MOTION CARRIED- 5 "Ayes" and 2 "Nays"- (Councilmember Black, Councilmember Pacheco)

- g. Discuss possible action to appoint Interim City Manager as City Manager- Mayor Smith: Mayor Smith shared that this agenda item was requested by her and not by Interim City Manager Sullivan.
Discussion was held.
MOTION: Councilmember Black made a motion to table this item.
SECONDED: Councilmember Dixon
MOTION CARRIED

- h. Discussion possible action Executive recruitment firm award:
Discussion held.
MOTION: Councilmember Black made a motion to table this item.
SECONDED: Vice Mayor Nilsson.
MOTION CARRIED – 6 "Aye", 1 "Nay"- (Councilmember Dixon)

SUMMARY OF CURRENT EVENTS-MAYOR:

-Mayor Smith gave a big thanks to the Fair staff, board, and all the volunteers and participants that make the Fair a success each year. It takes a lot of people to put on and many long hours, and we are thankful to everyone that contributed.

-Congratulations to Sherry Reed and her team at the Navajo County Historical Society-they will be receiving an AI Merito Award-it's the most prestigious award that the Arizona Historical Society awards. The Arizona Historical Society established the AI Merito Award in 1973 to recognize individuals and organizations who have made outstanding contributions and serve as role models for preserving Arizona's rich history. This honor acknowledges meritorious service for those who preserve and celebrate Arizona history. Following a review of all nominations, the AHS Board of Directors selects one individual and one organization/group to receive the AI Merito Award annually.

-Darlene Brinkerhoff has been honored as an outstanding avocational archeologist by the Society of America Archeology with the annual Crabtree Award.

-Tim Kelley, has been adding some additions to Gillespie Park and we appreciate his hard work and contribution. It is turning into a great little western park. Stop by and take some pictures.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

-Vice Mayor Nilsson said that the top of 8th Ave is unsafe and that he suggests that the City put a double line all the way to Greer Ave. He commented that the Navajo County Fair was great this year. He also shared that the Senior Center will host a Bingo Palooza on October 12th from 10:00 am – 11:30 am and a Health Fair on October 19th.

-Councilmember Black said that he had a great experience at the Navajo County Fair and that the Fair community does a great job. He also said that he met several people at the League Conference and that the Town of Eager invited him to come see their pond to maybe get some ideas for the pond that the City of Holbrook has been wanting to build.

-Councilmember Pack said that the Navajo County Fair was great and that she “blew” a lot of money there.

-Councilmember Dixon attended the Navajo County Fair. He said that it was great to bring the community of Navajo County together and that busloads of people attended. He also gave direction to Interim Manager Sullivan to get a better speaker phone and suggested checking into video conferencing.

-Councilmember Tafoya said that the Navajo County Fair was great. She also shared that she attended the League Conference in Tucson and that she enjoyed it. She thanked the businesses that donated items for the raffle basket. Lastly, she gave “kudos” to the workers working on the Cemetery fence.

-Councilmember Pacheco shared that Homecoming is next week. She also shared that the Bread of Life annual auction and Our Lady of Guadalupe’s dance and Cornhole tournament are on Oct. 7th. Councilmember Pacheco said “Thanks” for the Pickleball court.

-Mayor Smith shared that the weekend of the Parade of Lights and Festival of Trees has been changed to the 2nd weekend in December instead of the 1st weekend.

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

-Interim City Manager Sullivan shared that the 2023 audit will be next week.

-The City has been working on preparing and painting the Cemetery wall.

-The City will be working on 8th Ave next week.

-The Pedestrian lights from Maveric to downtown have been set for dusk to dawn and the lights from Maveric to the top of the hill are set to go off at midnight. They have fixed several lights and are working on fixing the rest. They will not replace the poles that have been hit as they are getting to expensive and hard to find.

-He has been working on designating the Holbrook train crossing as a quiet zone, but the crossing does not meet the standards. So, he will be researching grants to help with getting the crossing up to the standards.

-The City has purchased ADA swings for each park. A wheelchair swing has also been ordered.

-The freezer and walk-in at the Senior Center have been fixed.

-The City has hired a full time Street Sweeper.

-He had a meeting with Chris Pasterz the Navajo County Economic Development Director.

-He shared that the APS Franchise is due to be put on the ballot next year. This happens every 25 years.

-The City is working on updating their phone system. It should have the ability to do mass texts like the school district and it should save the City money.

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

ADJOURNMENT:

MOTION: Vice Mayor Nilsson

SECONDED: Councilmember Pack

MOTION CARRIED

Meeting adjourned at 8:02 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 September 28, 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 12th day of October 2023.

Kathleen Smith, Mayor

Report Criteria:
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
0									
10/23	10/03/2023	0	530	VERIZON WIRELESS	9944953973	1	001-050-5048	.00	240.06
10/23	10/03/2023	0	530	VERIZON WIRELESS	9944953973	2	017-091-5048	.00	40.01
10/23	10/03/2023	0	21221	U.S. POSTMASTER	171	1	011-090-5042	.00	600.00
10/23	10/03/2023	0	5241	FUTURE TIRE	100223	1	017-091-5024	.00	22.50
10/23	10/03/2023	0	5241	FUTURE TIRE	100223	2	017-091-5024	.00	393.06
10/23	10/03/2023	0	5241	FUTURE TIRE	100223	3	017-091-5024	.00	430.70
10/23	10/03/2023	0	5241	FUTURE TIRE	100223	4	001-031-5024	.00	784.98
10/23	10/03/2023	0	5241	FUTURE TIRE	100223	5	011-090-5024	.00	1,317.22
10/23	10/03/2023	0	10670	SENTRY FIRE PROTECTION	0891	1	001-004-5022	.00	700.21
10/23	10/03/2023	0	1380	ARIZONA STATE TREASURER	25402	1	001-000-4710	.00	1,559.00
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	1	011-090-5024	.00	27.13
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	2	001-031-5024	.00	111.22
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	3	001-031-5026	.00	22.51
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	4	013-092-5024	.00	113.98
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	5	013-092-5026	.00	28.33
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	6	001-040-5024	.00	69.21
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	7	001-050-5024	.00	782.86
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	8	001-050-5026	.00	98.58
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	9	017-091-5024	.00	1,174.31
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	10	017-091-5026	.00	47.34
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	11	001-084-5024	.00	107.31
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	12	001-084-5026	.00	66.22
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	13	001-085-5024	.00	578.92
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	14	001-085-5026	.00	66.50
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	15	023-087-5024	.00	761.73
10/23	10/03/2023	0	2440	CARQUEST AUTO PARTS	092823	16	023-087-5026	.00	20.04
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	1	001-031-5027	.00	631.44
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	2	013-092-5027	.00	288.04
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	3	001-004-5027	.00	72.75
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	4	001-040-5027	.00	71.56
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	5	001-048-5027	.00	84.37
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	6	001-050-5027	.00	1,047.32
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	7	001-060-5027	.00	23.14
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	8	017-091-5027	.00	794.85
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	9	001-084-5027	.00	168.52
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	10	001-085-5027	.00	52.47
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	11	001-099-5027	.00	97.46
10/23	10/03/2023	0	2590	Rhinehart Oil	CP-157317-2	12	023-087-5027	.00	1,171.43
10/23	10/03/2023	0	3220	CHAMBER OF COMMERCE	200753	1	006-014-5059	.00	4,500.00
10/23	10/03/2023	0	4771	ESSENTIAL DATA CONTROL SY	2793	1	013-092-5041	.00	625.00
10/23	10/03/2023	0	4771	ESSENTIAL DATA CONTROL SY	2793	2	017-091-5041	.00	625.00
10/23	10/03/2023	0	4771	ESSENTIAL DATA CONTROL SY	2794	1	017-091-5041	.00	2,873.00
10/23	10/03/2023	0	6138	HOLBROOK ELK'S LODGE	100223	1	001-001-5035	.00	500.00
10/23	10/03/2023	0	5630	GRIFFEN'S PROPANE INC	093023	1	001-040-5048	.00	145.65
10/23	10/03/2023	0	5870	HATCH'S QUICK STOP	100123	1	017-091-5027	.00	83.53
10/23	10/03/2023	0	5870	HATCH'S QUICK STOP	100123	2	023-087-5027	.00	188.46
10/23	10/03/2023	0	5870	HATCH'S QUICK STOP	100123	3	013-092-5026	.00	9.88
10/23	10/03/2023	0	5870	HATCH'S QUICK STOP	100123	4	013-092-5026	.00	9.88
10/23	10/03/2023	0	5870	HATCH'S QUICK STOP	100123	5	023-087-5027	.00	70.02
10/23	10/03/2023	0	8720	NAVAJO COUNTY HISTORICAL	235	1	006-014-5057	.00	4,500.00
10/23	10/03/2023	0	8750	NAVAJO COUNTY TREASURER	100223	1	001-000-4710	.00	8.29
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	1	011-090-5026	.00	32.80

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	2	001-031-5026	.00	2,793.16
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	3	013-092-5026	.00	125.87
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	4	001-048-5026	.00	1,460.48
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	5	001-050-5026	.00	190.77
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	6	017-091-5026	.00	37.61
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	7	017-091-5023	.00	24.61
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	8	017-091-5026	.00	193.53
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	9	001-084-5026	.00	128.58
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	10	001-085-5026	.00	27.09
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	11	001-099-5026	.00	48.25
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	12	023-087-5026	.00	16.73
10/23	10/03/2023	0	9700	WALT'S HARDWARE	093023	13	023-087-5026	.00	839.78
10/23	10/03/2023	0	12760	WM Corporate Services	0099960-056	1	011-090-5049	.00	4,965.83
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	1	001-050-5026	.00	18.58
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	2	017-091-5026	.00	41.77
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	3	017-091-5026	.00	33.24
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	4	017-091-5026	.00	101.99
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	5	013-092-5026	.00	57.47
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	6	013-092-5026	.00	57.47
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	7	017-091-5026	.00	12.03
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	8	001-031-5026	.00	50.29
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	9	017-091-5026	.00	8.74
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	10	001-085-5026	.00	131.32
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	11	001-085-5026	.00	73.55
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	12	001-085-5022	.00	328.28
10/23	10/03/2023	0	21622	O'REILLY AUTO PARTS	092823	13	001-084-5026	.00	83.31
10/23	10/03/2023	0	22605	WILLIAMS, AMBER	100323	1	001-031-5047	.00	75.00
10/23	10/03/2023	0	11122	Southwest Tank and Steel, Inc.	1697	1	027-004-5049	.00	81,093.56
10/23	10/03/2023	0	22700	Searles Matthew	091223	1	017-0002520	.00	64.64
Total 0:								.00	121,922.32
31964									
09/23	09/21/2023	31964	1340	ARIZONA PUBLIC SERVICE	09132023	1	023-087-5048	.00	3,973.26- V
09/23	09/21/2023	31964	1340	ARIZONA PUBLIC SERVICE	091323	1	023-087-5048	.00	3,973.26- V
Total 31964:								.00	7,946.52-
31980									
09/23	09/27/2023	31980	290	ADEQ - WASTEWATER	092723	1	013-092-5054	.00	214.00
Total 31980:								.00	214.00
31981									
09/23	09/27/2023	31981	431	AETNA LIFE INSURANCE CO	264290	1	099-0002527	.00	248.40
Total 31981:								.00	248.40
31982									
09/23	09/27/2023	31982	450	AFLAC	291068	1	099-0002451	.00	73.40
Total 31982:								.00	73.40
31983									
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	009132023	1	023-087-5048	.00	3,973.26
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	1	001-060-5048	.00	860.47

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	2	017-091-5048	.00	12,679.47
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	3	017-094-5048	.00	1,985.33
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	4	013-092-5048	.00	14,117.95
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	5	001-031-5048	.00	4,945.63
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	6	001-050-5048	.00	1,261.86
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	7	001-093-5048	.00	402.93
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	8	023-087-5048	.00	1,563.57
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	9	001-040-5048	.00	563.21
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	10	011-090-5048	.00	132.37
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	11	001-099-5048	.00	1,223.56
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	12	001-085-5048	.00	182.71
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	13	001-004-5048	.00	491.81
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	14	006-014-5048	.00	487.02
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	15	001-084-5048	.00	127.66
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	16	001-020-5048	.00	947.89
09/23	09/27/2023	31983	1340	ARIZONA PUBLIC SERVICE	091923	17	001-048-5048	.00	338.03
Total 31983:								.00	46,284.73
31984									
09/23	09/27/2023	31984	4071	DANA KEPNER CO.	9832162-00	1	017-091-5026	.00	1,405.64
Total 31984:								.00	1,405.64
31985									
09/23	09/27/2023	31985	3353	FRONTIER COM LONG DISTAN	091523	1	001-050-5048	.00	97.94
09/23	09/27/2023	31985	3353	FRONTIER COM LONG DISTAN	091623	1	001-050-5048	.00	64.19
Total 31985:								.00	162.13
31986									
09/23	09/27/2023	31986	5891	HATCH CONCRETE INC.	2678	1	023-087-5026	.00	796.65
Total 31986:								.00	796.65
31987									
09/23	09/27/2023	31987	5860	HATCH CONSTRUCTION &	38733	1	023-087-5026	.00	1,278.93
Total 31987:								.00	1,278.93
31988									
09/23	09/27/2023	31988	6260	HOLBROOK VOL FIRE DEPT	092023	1	001-060-5049	.00	3,338.00
09/23	09/27/2023	31988	6260	HOLBROOK VOL FIRE DEPT	092023	2	001-060-5049	.00	1,666.84
Total 31988:								.00	5,004.84
31989									
09/23	09/27/2023	31989	11258	MADISON NATIONAL LIFE INS C	1581506	1	099-0002527	.00	16.00
Total 31989:								.00	16.00
31990									
09/23	09/27/2023	31990	8270	MOHAVE ENVIRONMENTAL LAB	111258	1	013-092-5041	.00	360.00
Total 31990:								.00	360.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
31991									
09/23	09/27/2023	31991	7939	MOORE D.C., MATHEW D.	HOLSA000	1	011-090-5041	.00	90.00
Total 31991:								.00	90.00
31992									
09/23	09/27/2023	31992	2590	Rhinehart Oil	IN-688017-2	1	001-040-5026	.00	90.55
09/23	09/27/2023	31992	2590	Rhinehart Oil	IN-688017-2	2	001-085-5026	.00	747.76
Total 31992:								.00	838.31
31993									
09/23	09/27/2023	31993	22699	Silvers Antonia	092723	1	001-031-5047	.00	75.00
Total 31993:								.00	75.00
31994									
09/23	09/27/2023	31994	6240	THE TRIBUNE OF HOLBROOK	09423	1	001-004-5044	.00	202.80
Total 31994:								.00	202.80
31995									
09/23	09/27/2023	31995	3380	UNISOURCE ENERGY SERVICE	091923	1	001-031-5048	.00	27.25
09/23	09/27/2023	31995	3380	UNISOURCE ENERGY SERVICE	091923	2	001-020-5048	.00	22.38
09/23	09/27/2023	31995	3380	UNISOURCE ENERGY SERVICE	091923	3	001-031-5048	.00	1,109.03
09/23	09/27/2023	31995	3380	UNISOURCE ENERGY SERVICE	091923	4	001-050-5048	.00	26.70
Total 31995:								.00	1,185.36
31996									
09/23	09/27/2023	31996	12482	USA BLUE BOOK	138316	1	013-092-5026	.00	69.96
Total 31996:								.00	69.96
31997									
09/23	09/27/2023	31997	21689	WILKINSON GRAPHICS & AUTO	092523	1	001-050-5024	.00	15.00
Total 31997:								.00	15.00
31998									
09/23	09/27/2023	31998	12760	WM Corporate Services	0099176-056	1	011-090-5049	.00	23,016.27
Total 31998:								.00	23,016.27
Grand Totals:								.00	195,313.22

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
0010002100	7,946.52	203,259.74-	195,313.22-
001-000-4710	1,567.29	.00	1,567.29
001-001-5035	500.00	.00	500.00
001-004-5022	700.21	.00	700.21

GL Account	Debit	Credit	Proof
001-004-5027	72.75	.00	72.75
001-004-5044	202.80	.00	202.80
001-004-5048	491.81	.00	491.81
001-020-5048	970.27	.00	970.27
001-031-5024	896.20	.00	896.20
001-031-5026	2,865.96	.00	2,865.96
001-031-5027	631.44	.00	631.44
001-031-5047	150.00	.00	150.00
001-031-5048	6,081.91	.00	6,081.91
001-040-5024	69.21	.00	69.21
001-040-5026	90.55	.00	90.55
001-040-5027	71.56	.00	71.56
001-040-5048	708.86	.00	708.86
001-048-5026	1,460.48	.00	1,460.48
001-048-5027	84.37	.00	84.37
001-048-5048	338.03	.00	338.03
001-050-5024	797.86	.00	797.86
001-050-5026	307.93	.00	307.93
001-050-5027	1,047.32	.00	1,047.32
001-050-5048	1,690.75	.00	1,690.75
001-060-5027	23.14	.00	23.14
001-060-5048	860.47	.00	860.47
001-060-5049	5,004.84	.00	5,004.84
001-084-5024	107.31	.00	107.31
001-084-5026	278.11	.00	278.11
001-084-5027	168.52	.00	168.52
001-084-5048	127.66	.00	127.66
001-085-5022	328.28	.00	328.28
001-085-5024	578.92	.00	578.92
001-085-5026	1,046.22	.00	1,046.22
001-085-5027	52.47	.00	52.47
001-085-5048	182.71	.00	182.71
001-093-5048	402.93	.00	402.93
001-099-5026	48.25	.00	48.25
001-099-5027	97.46	.00	97.46
001-099-5048	1,223.56	.00	1,223.56
006-014-5048	487.02	.00	487.02
006-014-5057	4,500.00	.00	4,500.00
006-014-5059	4,500.00	.00	4,500.00
011-090-5024	1,344.35	.00	1,344.35
011-090-5026	32.80	.00	32.80
011-090-5041	90.00	.00	90.00
011-090-5042	600.00	.00	600.00
011-090-5048	132.37	.00	132.37
011-090-5049	27,982.10	.00	27,982.10
013-092-5024	113.98	.00	113.98
013-092-5026	358.86	.00	358.86
013-092-5027	288.04	.00	288.04
013-092-5041	985.00	.00	985.00
013-092-5048	14,117.95	.00	14,117.95
013-092-5054	214.00	.00	214.00
017-0002520	64.64	.00	64.64
017-091-5023	24.61	.00	24.61
017-091-5024	2,020.57	.00	2,020.57
017-091-5026	1,881.89	.00	1,881.89
017-091-5027	878.38	.00	878.38
017-091-5041	3,498.00	.00	3,498.00

GL Account	Debit	Credit	Proof
017-091-5048	12,719.48	.00	12,719.48
017-094-5048	1,985.33	.00	1,985.33
023-087-5024	761.73	.00	761.73
023-087-5026	2,952.13	.00	2,952.13
023-087-5027	1,429.91	.00	1,429.91
023-087-5048	5,536.83	7,946.52-	2,409.69-
027-004-5049	81,093.56	.00	81,093.56
099-0002451	73.40	.00	73.40
099-0002527	264.40	.00	264.40
Grand Totals:	211,206.26	211,206.26-	.00

Dated: _____

Mayor: _____

City Manager: _____

Report Criteria:

Report type: GL detail

City of Holbrook
Council Action Form

Tab Number: 2

Meeting Date: October 12th, 2023

To: Mayor and City Council

From: Interim City Manager

Subject: Planning and zoning change

Discussion: 308 Hermosa Dr. would like to change the zoning from General Commercial (C-2) to Single Family and Manufactured Home (RMH-1) in order to replace an existing residence on the property

Fiscal Impact:

Recommendation: Approve Planning and Zonings recommendation of Zone change

Approved by: Randall L Sullivan Jr
Randall L Sullivan Jr, Interim City Manager

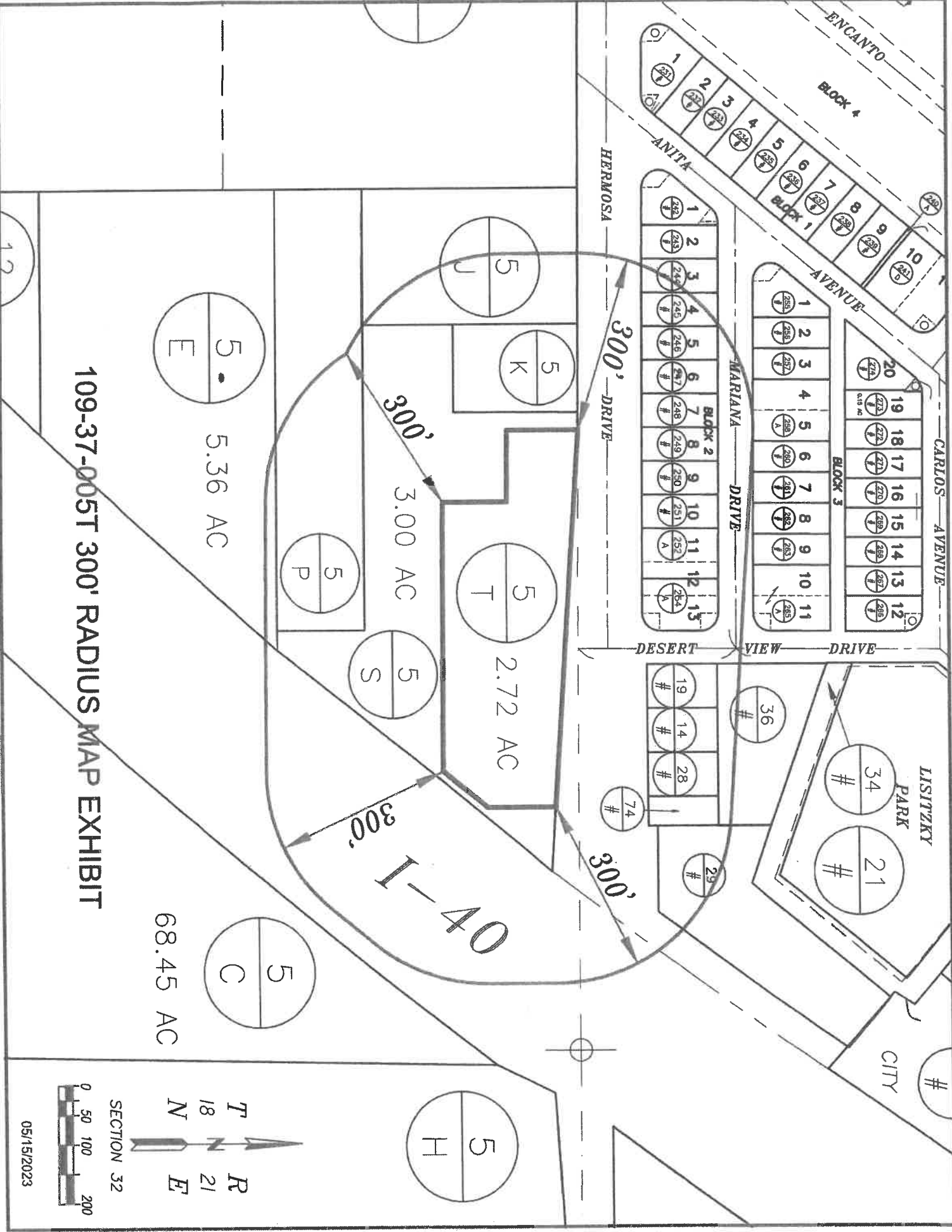
City of Holbrook Zone Change Request

**Francis Morris
308 Hermosa Dr.
Holbrook, AZ 86025**

Francis Morris is requesting a zoning change for her property located at 308 Hermosa Dr. Francis would like to change the zone of 308 Hermosa Dr. from General Commercial (C-2) to Single Family and Manufactured Home (RMH-1) in order to replace an existing residence on the property. This change would match the zoning of the neighboring properties. City Code requires that property owners within 300 feet be notified that a zone change has been applied for and allows the opportunity to attend a public hearing to voice their concerns or submit in writing concerns prior to the meeting. You are hereby notified that the Holbrook Planning and Zoning Commission will hold a public hearing on this item on Thursday, August, 17, 2023, at 5:15 p.m. at the Holbrook City Council Chambers, 465 1st Avenue, Holbrook, AZ 86025.

Francis Morris – 308 Hermosa Dr.

109-37-005T 300' RADIUS MAP EXHIBIT



SECTION 32

T 18
N
R 21
E

05/15/2023

City of Holbrook
Council Action Form

Tab Number: 3

Meeting Date: October 12, 2023

To: Mayor and City Council

From: Interim City Manager

Subject: Charter Review

Discussion: Steven Carbonneau has resigned from the Charter review committee and another member needs appointed.

Fiscal Impact: None

Recommendation: Appoint Peggy Reid to Charter review committee

Approved by: Kathleen Smith
Kathleen Smith, Mayor

Fwd: Charter Review Committee

Kathleen Smith <mayorkathleensmith@gmail.com>

Wed 10/4/2023 9:29 AM

To: Lisa Hunt <Lhunt@holbrookaz.gov>

----- Forwarded message -----

From: **Steven Carbonneau** <smcarbon@gmail.com>

Date: Wed, Oct 4, 2023 at 9:13 AM

Subject: Charter Review Committee

To: Kathleen Smith <mayorkathleensmith@gmail.com>

Hi Mayor Smith,

Unfortunately I will have to withdraw from the Charter Review Committee. As school started my ability to dedicate time outside of my job, family, and other volunteer work has been limited. Especially as wrestling season approaches I find that my time is too limited. I will continue to support the community in other ways and will provide help when the time permits.

Kindly,

Steven Carbonneau

623-695-1875

City of Holbrook
Council Action Form

Tab Number: 4

Meeting Date: October 12, 2023

To: Mayor and City Council

From: Interim City Manager

Subject: Discussion possible action changing the Holbrook City Council meeting dates

Discussion: With the City Council needing to have future work sessions I am recommending changing to one longer meeting at the end of the month and then leaving the first of the month for work sessions as needed. I also recommend changing the days for the City Council meetings from Thursdays to Wednesdays to make it more efficient for staff to meet deadlines (Minutes, newspaper, video postings, etc.).

Fiscal Impact: None

Recommendation: adopt Resolution # 23-13

Approved by: Randall L Sullivan Jr
Randall L Sullivan Jr, Interim City Manager

RESOLUTION 23-13

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK, "CITY", NAVAJO COUNTY, ARIZONA, CHANGING THE DAY OF THE COUNCIL MEETINGS

WHEREAS, the Mayor and Council may change the council meeting days from time to time; and,

WHEREAS, it has been determined that changing the meeting date to Wednesday will increase efficiency; and,

WHEREAS, the Mayor and Council desire to operate City government in the most efficient manner.

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

SECTION 1: Regular meetings of the City Council will be held on the fourth Wednesday of each month.

SECTION 2: The Mayor is authorized to execute the Resolution.

SECTION 3: The Interim City Manager is authorized to take all necessary action to carry out this resolution.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLBROOK, ARIZONA, THIS 12th DAY OF OCTOBER 2023.

APPROVED/EXECUTED:

Kathleen Smith, Mayor

ATTESTED:

APPROVED AS TO FORM:

Lisa Hunt, City Clerk

Bradley A. Burns, City Attorney

City of Holbrook
Council Action Form

Tab Number: 5

Meeting Date: October 12, 2023

To: Mayor and City Council

From: Interim City Manager

Subject: Discussion possible action scheduling a planning work session

Discussion: With the tabling of the last two agenda items at the last meeting, we need a planning work session.

Fiscal Impact: None

Recommendation: To schedule a planning work session

Approved by: Randall L Sullivan Jr
Randall L Sullivan Jr, Interim City Manager