

"HUB OF THE SOUTHWEST"

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OUR MISSION

City of Holbrook Government exists to provide ethical and responsible local government.

**AMENDED AGENDA
REGULAR CITY COUNCIL MEETING
6:00 P.M. July 23, 2019**

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 certain matters in accordance with ARS 38-431.03. Electronic versions of this agenda can be found at www.ci.holbrook.az.us.

The items on the following agenda are for discussion or consideration and possible action:

- 1) CALL TO ORDER:
- 2) ROLL CALL:
- 3) PLEDGE OF ALLEGIANCE/INVOCATION:
- 4) PUBLIC ANNOUNCEMENTS AND PRESENTATIONS: (Please limit to 10 minutes)
- 5) CALL TO THE AUDIENCE FOR ITEMS ON THE AGENDA:
The City Council welcomes public comment at this time only for items listed on this Agenda.
There is a five-minute time limit per citizen.
- 6) CONSENT AGENDA: **Tab 1**
 - A. Payment approval: 7/10/19 - 7/17/19. Documentation available at City Hall.
 - B. Minutes of the Regular meeting held on July 9, 2019.
 - C. Liquor License: Arizona Sake, 1639 Navajo Boulevard.
- 7) SUMMARY OF CURRENT EVENTS:
Mayor:
Council Members:
City Manager:
- 8) OLD BUSINESS: None.

- 9) **NEW BUSINESS:**
- A. Request to pay Precision Electric Co Inc. \$12,243.62 to recondition a 30 hp vertical turbine pump and motor - Spencer. **Tab 2**
 - B. Public Hearing: City of Holbrook FY 2019-2020 Final Budget. **Tab 3**
 - C. Resolution 19-16: A resolution adopting the Final Budget of the City of Holbrook for the Fiscal Year 2019-2020. **Tab 4**
 - D. Resolution 19-17: A resolution pertaining to the submission of a Gila River Indian Community grant - Christensen. **Tab 5**
 - E. Resolution 19-18: A resolution designating authorized signatories - Soltis. **Tab 6**
 - F. Ordinance 19-05: An Ordinance maintaining the Privilege License Tax at the rate of three (3) percent - Sullivan. **Tab 7**
 - G. Resolution 19-19: A resolution levying a property tax. **Tab 8**

10) **CALL TO THE AUDIENCE FOR ITEMS NOT ON THE AGENDA:**

The City Council welcomes public comment for items not listed on this Agenda. There is a three-minute time limit per citizen.

Citizens may complete one Request to Speak "Public Comment" card per night and submit it to the City Clerk before or during the Council meeting. During this time, any member of the public may come forward and address the City Council on any issue within the jurisdiction of the Council. Public Comment time is reserved for citizen comments regarding non-agendized items. Speakers are limited to 3 minutes per speaker to address the Council during "Public Comment" time. Members of the City Council may not discuss items that are not specifically identified on the agenda. 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 are not allowed during these public appearances. All speakers should begin their remarks by stating their name and address for the record.

11) **SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA:**

Requests to have an item discussed on the Agenda should be presented on the "Request & Petition of citizens to City of Holbrook Council" form during the Submission of Written Petition to the Council at a regular meeting. Once this form is submitted, the Council will consider the petition and a response will be given within 31 days per the Holbrook City Charter Article II, Section 2.18.

12) **ADJOURNMENT:**

Posted the 18th day of July 2019.


 Cher Reyes, CMC, CEM, City Clerk

According to the Arizona Open Meeting Law, the City Council may only discuss matters listed on the agenda. Matters discussed by the public during public appearances cannot be discussed by the City Council unless they are specifically listed on this agenda. Speaker's visual aids or recorded tapes are not allowed. Members of the public shall refrain from making personal, impertinent or slanderous remarks and from becoming boisterous. 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 criticism made by those who have addressed the public body.

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2
3 MINUTES OF THE REGULAR MEETING OF THE
4 HOLBROOK CITY COUNCIL HELD ON JULY 23, 2019
5

6 CALL TO ORDER:

7
8 Mayor Young called the meeting to order at 6:00 p.m.

9 ROLL CALL:

10 Mayor Merrill Young, Councilmembers Tim Dixon, Adam Marsh, Francie Payne, Mike
11 Nilsson, Mark Jackson and Earl Kester.

12 PLEDGE OF ALLEGIANCE/INVOCATION:

13 The pledge was led by Councilmember Dixon and the invocation was given by Ron
14 Ellsworth of Bread of Life Mission.

15 CITY STAFF:

16 City Manager Ted Soltis, Finance Director/Water/Wastewater Supervisor Randy
17 Sullivan, Sargent Tony Sutton, Wastewater Treatment Plant Operator Lance Spencer
18 and City Clerk Cher Reyes.

19 PUBLIC ANNOUNCEMENTS AND PRESENTATIONS:

20 CONSENT AGENDA:

21 Councilmember Dixon made a motion to approve the consent agenda Claims/payment
22 approval July 10, 2019 thru July 17, 2019, the minutes of the regular meeting held on
23 July 9, 2019. Vice-Mayor Payne seconded. The motion carried with the following vote,
24 Councilmember Dixon, "aye", Councilmember Mark Jackson "aye", Councilmember
25 Kester "aye", Councilmember Marsh "aye", Councilmember Nilsson, "aye", Vice-Mayor
26 Payne "aye" and Mayor Young, "aye"

1 SUMMARY OF CURRENT EVENTS:

2 MAYOR:

3 Mayor Young asked that everyone keep Flagstaff in their prayers due to the Museum
4 Fire.

5 COUNCILMEMBERS:

6 Vice-Mayor Payne reported that Ted, Earl, Adam and she had attended the Taste of
7 Holbrook and everyone really enjoyed it.

8 Vice-Mayor Payne reported that Gloria Montoya had suffered a stroke.

9 Councilmember Marsh reminded everyone that a Town Hall will be held at the
10 Machusak Center regarding Proposition 421 on July 24, 2019 from 6-9 p.m.

11 Councilmember Dixon reported that he had also attended the Taste of Holbrook and
12 was very impressed.

13 Councilmember Kester reported that the food was great at the Taste of Holbrook.

14 MANAGER:

15 Manager Soltis announced that City Hall will be closed all day on August 9 for
16 remodeling.

17 Manager Soltis reported that the Mayor and he had meet with the Pilots Association at
18 the Airport.

19 Manager Soltis reported that the Taste of Holbrook venue was incredible.

20 Manager Soltis reported that he had attended an Arizona Municipal Risk Retention Pool
21 and stated how fortunate the City was to have them and their resources.

22 Manager Soltis reported that he had attended a Mayor's and Councilmember's meeting
23 in Winslow and it is good to talk to other cities about issues and to collaborate.

1 Manager Soltis reported that Staff is working on the additional parking on Arizona and
2 hopes work is completed in a couple of weeks.

3 Manager Soltis reported that the water booster pump had went out and as it was an
4 emergency situation he has instructed staff to get repairs done.

5 Manager Soltis reported that several issues at the cemetery had been brought to his
6 attention and they are being worked on.

7 Manager Soltis reported that the air conditioning at the gym had gone out so Staff
8 recycled old A/C from Police Department to gym and it is working great now.

9 Manager Soltis reported that the pool pump had went out and has been replaced.

10 NEW BUSINESS:

11 A. Wastewater Plant Operation Lance Spencer requested that the Council allow him to
12 expend funds to Precision Electric in the amount of \$12,243.62 the lowest quoted
13 amount to replace an 18 year old effluent pump. Mr. Spencer stated that these effluent
14 pumps have an average lifespan of 4-20 years and that we are very fortunate that it has
15 lasted 18 years. Vice-Mayor Payne made a motion to approve the expenditure to
16 Precision Electric in the amount of \$12,243.62. Councilmember Dixon seconded and
17 the motion carried with the following vote: Mayor Young, "aye", Councilmember Dixon,
18 "aye", Vice-Mayor Payne "aye", Councilmember Nilsson "aye" and Councilmember
19 Kester, "aye", Councilmember Jackson, "aye" and Councilmember Marsh, "aye"

20 B. Mayor Young opened the public hearing for the FY 2019-2020 Budget at 6:13 p.m.
21 As there was no one who wished to speak on the budget the hearing was also closed at
22 6:13 p.m.

23 C. Mayor Young presented Resolution 19-16 captioned as follows:

1 **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK,**
2 **NAVAJO COUNTY ARIZONA ADOPTING THE FINAL BUDGET OF THE CITY OF**
3 **HOLBROOK FOR THE FISCAL YEAR 2019-2020**

4 Councilmember Dixon made a motion to adopt Resolution 19-16. Councilmember
5 Marsh seconded. Councilmember Dixon asked Manager Soltis to give the final budget
6 total. Manager Soltis stated that the final budget amount is \$14,223,783.00 of which
7 over \$5 million is grants. Councilmember Dixon seconded and the motion carried with
8 the following vote: Councilmember Dixon “aye”, Councilmember Jackson “aye”,
9 Councilmember Kester, “aye”, Councilmember Marsh, “aye”, Councilmember Nilsson,
10 “aye”, Vice-Mayor Payne, “aye” and Mayor Young, “aye”.

11 D. Mayor Young presented Resolution 19-17 captioned as follows:

12 **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF**
13 **HOLBROOK, NAVAJO COUNTY, ARIZONA, PERTAINING TO THE SUBMISSION OF**
14 **A GILA RIVER INDIAN COMMUNITY GRANT**

15 Sargent Sutton stated that the Police Department has applied for the Gila River Indian
16 Community Grant to be used to purchase police vehicles in the amount of \$112,982.00
17 and that he needs a resolution to complete the grant packet. Sargent Sutton stated
18 that these funds will be used to purchase three vehicles. Sargent Sutton stated that the
19 grant is in the final stages and it is looking good for the Department to be awarded the
20 funds. Councilmember Dixon made a motion to adopt Resolution 19-17.
21 Councilmember Jackson seconded and the motion carried with the following vote:
22 Councilmember Dixon “aye”, Councilmember Jackson “aye”, Councilmember Kester,
23 “aye”, Councilmember Marsh, “aye”, Councilmember Nilsson, “aye”, Vice-Mayor Payne,

1 "aye" and Mayor Young, "aye".

2 E. Mayor Young presented Resolution 19-18 captioned as follows:

3 **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK,**
4 **"CITY", NAVAJO COUNTY, ARIZONA, DESIGNATING AUTHORIZED**
5 **SIGNATORIES**

6
7 Manager Soltis stated that this resolution is needed to change signors at the bank since
8 the City has a new Mayor, Vice-Mayor and Manager. Manager Soltis stated that
9 currently the Mayor and Vice-Mayor are the signers on checks and he would like to be
10 added. Finance Director Sullivan stated that the Auditors would like the signors to
11 actually come into the office to review and sign each check. Manager Sullivan stated
12 that this isn't always feasible. Manager Soltis stated that there is a form in Caselle that
13 can be printed and attached to the claims that can be signed by the Mayor and whoever
14 else is designated rather than having them sign each check. Councilmember Marsh
15 made a motion to adopt Resolution 19-18. Vice-Mayor Payne seconded and the
16 motion carried with the following vote: Councilmember Dixon "aye", Councilmember
17 Jackson "aye", Councilmember Kester, "aye", Councilmember Marsh, "aye",
18 Councilmember Nilsson, "aye", Vice-Mayor Payne, "aye" and Mayor Young, "aye".

19
20 F. Mayor Young presented Ordinance 19-05 captioned as follows for the first reading:

21
22 **AN ORDINANCE OF THE CITY OF HOLBROOK, ARIZONA, MAINTAINING THE**
23 **PRIVILEGE LICENSE TAX AT THE RATE OF THREE (3) PERCENT**

24
25 Manager Soltis stated that the additional 1% sales tax for the treatment plant payment
26 will sunset in 2020 and there is no way to fund City expenses without keeping this tax.
27 Manager Soltis stated that the 1% tax generates \$1 million of which \$450,000 is used to
28 repay loan and the additional \$500,000 is used in General Fund. Manager Soltis stated

1 that if the Jail District passes this will also be a huge help to the City. Councilmember
2 Dixon asked how much interest per year was being paid for treatment plant. Finance
3 Director Sullivan stated that it is about \$50,000 per year.

4 G. Mayor Young presented Resolution 19-19 captioned as follows:

5 **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK,**
6 **NAVAJO COUNTY, ARIZONA, LEVYING A PROPERTY TAX**
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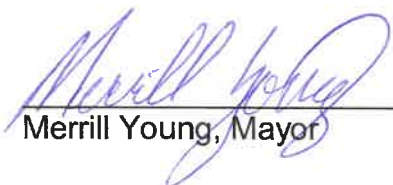
8 Manager Soltis stated that this resolution is needed for the County to assess the
9 property tax and that the voters have already approved the tax. Councilmember Nilsson
10 made a motion to adopt Resolution 19-19. Councilmember Dixon seconded and the
11 motion carried with the following vote: Councilmember Dixon "aye", Councilmember
12 Jackson "aye", Councilmember Kester, "aye", Councilmember Marsh, "aye",
13 Councilmember Nilsson, "aye", Vice-Mayor Payne, "aye" and Mayor Young, "aye":
14 Councilmember Dixon thank Manager Soltis for the very professional looking agenda
15 packet.

16 CALL TO THE AUDIENCE FOR ITEMS NOT ON THE AGENDA:

17 ADJOURNMENT:

18 There being no further business to come before the Council at this time Councilmember
19 Marsh made a motion to adjourn and Councilmember Nilsson seconded. The meeting
20 was unanimously adjourned at 6:34 p.m.

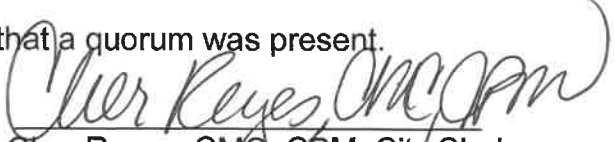
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Merrill Young, Mayor

24
25 I hereby certify that the foregoing minutes are a true and correct copy of the minutes of

1 the regular meeting of the Holbrook City Council held on July 23, 2019. I further certify
2 that the meeting was duly called and held and that a quorum was present.


Cher Reyes, CMC, CPM, City Clerk

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