

"HUB OF THE SOUTHWEST"

465 1st Avenue

P.O. Box 970

Holbrook, AZ 86025

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Telephone 928-524-6225

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CITY COUNCIL WORK SESSION
JANUARY 8, 2019
IMMEDIATELY FOLLOWING THE REGULAR MEETING

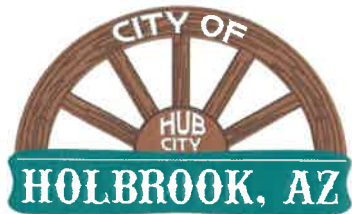
The items on the following agenda are for discussion or consideration and possible action.

- A. City of Holbrook Personnel policy Revisions.

ADJOURNMENT:

Dated this 4th day of January 2019


Cher Reyes, City Clerk, CMC, CPM



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OUR MISSION

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

AGENDA

REGULAR CITY COUNCIL MEETING

JANUARY 8, 2019

6:00 P.M.

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. Some of the 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)
 - A. Arizona Game and Fish Department, Diane Tilton-Information & Education Program Manager.
 - B. Northland Pioneer College-BetsyAnn Wilson, Executive Director of NPC Friends and Family.
 - C. Proclamation Hashknife Pony Express Week February 4-9th, 2019. (pg 4)

- D. Notice of Intention to increase water, wastewater and sanitation rates.
- 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**
- A. Claims/payment approval for December 14, 2018 thru January 2, 2019:
Documentation for claims is available at City Hall. (pg 5)
 - B. Minutes of the Special Meeting held on December 4, 2018. (Pg 41)
 - C. Minutes of the work session held on December 4, 2018. (pg 44)
- 7) **SUMMARY OF CURRENT EVENTS:**
- Mayor:**
 - Council Members:**
 - Interim City Manager:**
 - Police Chief:**
 - Chamber of Commerce:**
- 8) **OLD BUSINESS:**
- A. Discussion/possible action regarding adoption of the City Council Travel Policy-
Interim Manager Reyes. (pg 48)
- 9) **NEW BUSINESS:**
- A. Discussion/possible action regarding letter of support for Navajo County's CDBG
Grant submission-Councilmember Payne. (pg 50)
 - B. Discussion/possible action regarding the City Manager Interview Process.
 - C. Discussion/possible action regarding request to expend funds for travel and
training for Jason Foutz, Grants Writer/Economic Development Director/Code
Enforcement Officer in the amount of \$2,042.60. (pg 51)
 - D. Discussion/possible action regarding request to expend funds for travel and
training for Patrick Serna, Streets Maintenance Manager in the amount of
\$2,893.00.(pg 57)
 - E. Resolution 19-01, amending the fees for the Hidden Cove Golf Course. (pg 62)
 - F. Discussion/possible action regarding City Council Financial Policy-Vice-Mayor
Peterson. (pg 65)
 - G. Ordinance 19-01, authorizing the sale of real property by the City of Holbrook,
Namely parcels 109-21-005A and 109-21-006(located on Romero Street), 1st
reading. (pg 66)
- 10) **EXECUTIVE SESSION:**
- A. Pursuant to ARS 38-431.03(A) (3), the Council may adjourn into executive
session for discussion or consultation or legal advice with the City Attorney for any
item listed on the agenda.
- 11) **POST EXECUTIVE SESSION:**

12) CALL TO THE AUDIENCE FOR ITEMS NOT ON THE AGENDA:

The City Council welcomes public comment at this time 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.

13) SUBMISSION OF WRITTEN PETITION TO THE COUNCIL FOR ITEMS NOT ON THE AGENDA:

Requests by citizens to have an item discussed on the City Council Agenda should be addressed to the Mayor and 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 response shall be given within 31 days per the Holbrook City Charter Article II, Section 2.18.

14) ADJOURNMENT:

Dated this 3rd day of January 2019.


Cher Reyes, CMC, CPM, City Clerk

According to the Arizona Open Meeting Law, the City Council may only discuss matters listed on the City Council 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 while addressing the City Council or while attending the meeting. 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 City Council meeting. Individual members of the public body may respond to criticism made by those who have addressed the public body.

RESOLUTION 19-01

A RESOLUTION OF THE CITY OF HOLBROOK, ARIZONA, AMENDING THE FEES FOR THE HIDDEN COVE GOLF COURSE IN THE CITY OF HOLBROOK.

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK, ARIZONA that the fees for the Hidden Cove Course within the City of Holbrook shall be as follows:

Cart Barn Rental	\$ 15.00 per month
Cart Barn Rental	\$165.00 per year
(rate is discounted if pay for the entire year)	
Gas Cart Rental Fee	\$ 10.00 per 9 Holes
Gas Cart Rental Fee	\$ 20.00 per 18 Holes
(Availability not guaranteed on carts)	
9-Holes	\$10.00 No Cart
18-Holes	\$20.00 No Cart
Monthly Golf-Single	\$40.00 per month No Cart
Monthly Golf-Senior	\$30.00 per month No Cart
Monthly Golf-Senior Family	\$35.00 per month No Cart
Monthly Golf-Family	\$45.00 per month No Cart
Driving Range	\$ 5.00 per bucket of balls
Annual Membership: (rate is discounted if pay for the entire year)	
Single	\$450.00
Family	\$495.00
Senior Single	\$330.00
Senior Family	\$390.00

PASSED AND ADOPTED by the Mayor and Council of the City of Holbrook, Arizona, this 8th day of January 2019.

Phil Cobb, Mayor

Attest:

Cher Reyes, CMC, CPM, City Clerk

Approved as to form:

Marlene Pontrelli, City Attorney, Dickinson-Wright

ORDINANCE 19-01

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE
CITY OF HOLBROOK, ARIZONA, AUTHORIZING
THE SALE OF REAL PROPERTY BY THE CITY OF HOLBROOK:
NAMELY PARCEL NUMBERS 109-21-005A and 109-21-006, MORE FULLY
DESCRIBED IN EXHIBIT "A" ATTACHED HERETO**

Recitals:

WHEREAS, the City of Holbrook owns property know as Parcel Number 109-21-005A and 109-21-006 more fully described in exhibit A; and

WHEREAS, an ordinance is required by the Holbrook City Charter, section 7.05(f) to sell any real property.

ENACTMENTS

NOW, THEREFORE, be it ordained by the Mayor and Council of the City of Holbrook, Arizona, as follows:

SECTION 1. The property more fully described in Exhibit A will be sold by the City of Holbrook pursuant to a separate agreement to be executed between the parties.

SECTION 2. The City Manager is authorized to sign all documents necessary to effectuate the purchase between Jeffrey Wright and the City of Holbrook.

Passed and adopted by the affirmative vote of not less six of the seven persons of the Mayor and the Council of the City of Holbrook, Arizona this _____ day of _____, 2019.

Phil Cobb, Mayor

ATTEST:

Cher Reyes, CMC, CPM, City Clerk

Approved as to Form:

Marlene Pontrelli
Dickinson/Wright/Mariscal Weeks
City Attorneys

EXHIBIT A

Legal Description

109-21-005A

Rees Addn: Lot 11, Block 4

109-21-006

Rees Addn: Lot 12, Block 4