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CITY OF HOLBROOK



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

AGENDA

REGULAR CITY COUNCIL MEETING

OCTOBER 13, 2015

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).
 1. Proclamation "Domestic Violence Awareness Month".
- 5) CALL TO THE AUDIENCE:
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 September 3, 2015 thru October 7, 2015:
Documentation for claims is available at City Hall.
 - B. Minutes of the regular meeting held on March 25, 2014.

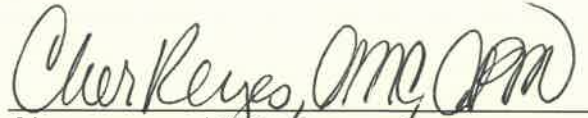
- C. Minutes of the Regular meeting held on July 22, 2014.
 - D. Minutes of the Special meeting held on July 29, 2014.
 - E. Minutes of the Regular meeting held on December 9, 2014.
 - F. Minutes of the Regular meeting held on February 10, 2015.
 - G. Minutes of the Regular meeting held on February 24, 2015.
 - H. Minutes of the Regular meeting held on July 28, 2015.
 - I. Minutes of the Regular meeting held on September 8, 2015.
- 7) SUMMARY OF CURRENT EVENTS:
- Mayor:**
 - Council Members:**
 - Manager:**
 - 1. NIMS training.**
 - Finance Director:**
 - Police Chief:**
- 8) OLD BUSINESS:
- 9) NEW BUSINESS:
- A. Ordinance 15-07, amending the City Code, Chapter 2, Business, Article 2-1, Transient Merchants, 1st reading.
 - B. Discussion/possible action regarding sale and trade of old service pistols-Chief of Police Jackson.
 - C. Discussion/possible action regarding purchase of bucket truck from Ray Alley-Finance Director Sullivan.
 - D. Discussion/possible action regarding extension of EPA Brownfields Grant participation-City Clerk Reyes.
 - E. Discussion/possible action regarding funds request for Halloween Bash-Assistant Manager Sullivan.
 - F. Marketing and Tourism update-Council.
- 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) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$ 2721.96
- 13) CLAIMS/PAYMENT APPROVAL FOR HOLBROOK TRIBUNE: \$811.00
- 14) CALL TO THE AUDIENCE:
- 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.

14) ADJOURNMENT:

Dated this 6th day of October 2015.


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.

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2 MINUTES OF THE REGULAR MEETING OF THE
3 HOLBROOK CITY COUNCIL HELD ON OCTOBER 13, 2015
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5 CALL TO ORDER:

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

8 ROLL CALL:

9 Mayor Bobby Tyler, Vice-Mayor Wade Carlisle, Councilmembers C.J. Wischmann,
10 Francie Payne, Tim Dixon, Richard Peterson. Councilmember Myron Maxwell was
11 absent and excused.

12 PLEDGE OF ALLEGIANCE/INVOCATION:

13 The pledge was led by Mike Nilsson and the invocation was given by Jeff Johnson of
14 Peace Lutheran Church.

15 CITY STAFF:

16 Manager Ray Alley, Assistant Manager/Finance Director Randall Sullivan, Events
17 Coordinator Kathleen Smith, Mike Nilsson, Police Chief Mark Jackson and City Clerk
18 Cher Reyes.

19 PUBLIC ANNOUNCEMENTS AND PRESENTATIONS:

20 Mayor Tyler read a Proclamation for October as Domestic Violence Awareness Month.
21 Vice-Mayor Carlisle made a motion to adopt the Proclamation. Councilmember Payne
22 seconded and the motion carried unanimously.

23 CALL TO THE AUDIENCE:

24 CONSENT AGENDA:

25 Claims/payment approval for September 3 through October 7, 2015, minutes of the
26 regular meetings held on March 24, 2014, July 22, 2014, December 9, 2014, February

1 10, 2105, February 24, 015, July 28, 2015, September 8, 2015 and the special meeting
2 held don July 29, 2014. Vice-Mayor Carlisle made a motion to accept the consent
3 agenda. Councilmember Peterson seconded. Councilmember Wischmann stated the
4 he is not willing to vote on all the minutes as he was not on the Council at the time. The
5 motion was rescinded. Vice-Mayor Councilmember Carlisle made a motion to accept
6 items A, H and I of the consent agenda. Councilmember Peterson seconded and the
7 motion carried unanimously. Vice-Mayor Carlisle then made a motion to accept items b-
8 G of the consent agenda. Councilmember Peterson seconded and the motion carried
9 unanimously with only Vice-Mayor Carlisle, Councilmembers Payne and Peterson and
10 Mayor Tyler voting on them. Vice-Mayor Carlisle asked if there any more minutes that
11 are before this Council's time to not bring them to Council for approval.

12 SUMMARY OF CURRENT EVENTS:

13 MAYOR:

14 Mayor Tyler reported that the Navajo County Fair was a very good event as well as was
15 the Ms. Navajo County pageant.

16 Mayor Tyler reported that he had attended Rasheed Hollins 3rd Grade Class.

17 Mayor Tyler reported that he had attended the Police and 1st responder's breakfast.

18 Mayor Tyler reported that he had attended the Bread of Life Mission Fundraiser.

19 Mayor Tyler reported that a Hazardous waste cleanup was held on October 3.

20 Mayor Tyler offered condolences to the families of LeRoy Scoot and Corlyn DeMarse.

21 COUNCIL:

22 Councilmember Wischmann reported the kickoff event for the Domestic Violence
23 awareness Month was nice.

1 Councilmember Wischmann reported that he had visited the Fold Course for a tour and
2 the delivery of the new Golf carts. Councilmember Wischmann stated that all the cars
3 are being used. Councilmember Wischmann voiced concerns that the security
4 cameras may not be working properly at the course...

5 Councilmember Wischmann reported that October 31 is a big day for Larson John as it
6 will be his 38 year anniversary with the City saying he has done a marvelous job.

7 Councilmember Wischmann stated that he had attended the transportation advisory
8 committee meeting.

9 Councilmember Peterson reported that that a young mother had praised the City after
10 being reunited with her dog.

11 Councilmember Peterson reported that AYSO only has 2 more weekends left as well as
12 High School fall sports.

13 MANAGER:

14 Manager Alley reported new Councilmembers need to get with Doyce Stuart for NIMS
15 training and certification.

16 Manager Alley reported that the bathrooms at Lewis Park are completed.

17 Manager Alley reported that 200 foot of sidewalk on 8th Avenue has been completed
18 and that streets are cleaning drainage and have abated several lots.

19 Chief Jackson reported that the trucks have been order for the Department.

20 Chief Jackson reported that they are offering support for Domestic Violence
21 Awareness Month.

22 Chief Jackson reported that he had attended Mr. Hollins class with the Mayor. Chief
23 Jackson stated that they will start visiting schools as part of community relations.

1 Chief Jackson reported that he had taken a pie in the face at the Bread of Life
2 fundraiser.

3 OLD BUSINESS:

4 NEW BUSINESS:

5 A. Mayor Tyler presented Ordinance 15-07 for its first reading captioned as
6 follows:

7 **AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK,**
8 **ARIZONA, AMENDING THE CITY CODE, CHAPTER 2, BUSINESS, ARTICLE 2-1,**
9 **TRANSIENT MERCHANTS AMENDING SECTIONS 2-1-2, 2-1-3 AND 2-1-4**
10 **ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR REPEAL AND**
11 **SEVERABILITY**

12 After discussion it was determined to hold a work session on transient vendors
13 Vendors November 10 immediately following the regular meeting.

14 B. Chief Jackson asked for Council permission to allow Officers to purchase their old
15 service pistols from the City in the amount of \$300.00. Councilmember Wischmann
16 stated that he believes this is a conflict of interest and would like the City Attorney's
17 opinion by the next Council meeting. This item was moved to the next meeting's
18 agenda.

19 C. Finance Director Sullivan requested to be allowed to purchase a bucket truck from
20 Manager Alley. Finance Director Sullivan stated that the City has used Mr. Alley's
21 personal truck for several years and Mr. Alley has been paying for extra insurance on
22 the truck. Mr. Sullivan stated that without truck the City would have to wait on APS for
23 assistance. Councilmember Wischmann stated that he believes this is a conflict of

1 interest. Councilmember Peterson stated that if there is a legal way to purchase the
2 truck we should buy it. Mayor Tyler stated that it would have to be apples to apples
3 within State Law and that 2 other quotes will have to be obtained. Vice-Mayor Carlisle
4 asked if the truck can be certified. Councilmember Wischmann asked what budget it
5 would come from. Councilmember Dixon stated he believed there should be an
6 evaluation done on the truck. Councilmember Peterson asked when Mr. Alley desired
7 for this sale to occur. Finance Director Sullivan stated as soon as possible. This item
8 was moved to the next Council meeting agenda.

9 D. City Clerk Reyes explained to the Council that everything that could be accomplished
10 through the EPA Brownfield Grant has been accomplished. Ms. Reyes stated that she
11 did not see a reason to remain in the coalition as Holbrook has nothing new to submit.
12 Vice-Mayor Carlisle made a motion to not extend the grant. Councilmember Peterson
13 seconded and the motion carried unanimously.

14 E. Councilmember Payne made a motion to donate \$600 to the Holbrook Elks for the
15 Halloween Bash. Councilmember Peterson seconded and the motion carried
16 unanimously.

17 F. Mike Nilsson and Kathleen Smith, Events Coordinator gave a marketing and tourism
18 update. Mr. Nilsson stated that priorities have been set: 1. Generate more
19 data/information, 2. Develop better tourism communication 3. Refine communication
20 with stronger marketing and strategies. Mr. Nilsson stated that the City's web-site
21 needs to be more hospitable and the Community Guide needs to be completed. Ms.
22 Smith stated that she hopes to double the events in the next two years and she would
23 like to look at making Holbrook a Sister City.

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EXECUTIVE SESSION:

POST EXECUTIVE SESSION:

CALL TO THE AUDIENCE:

Monty Flack petitioned the Council regarding 405 W. Arizona. Mr. Flack stated that he has been trying to sell his property for 1 year and this property is preventing a sale. Mr. Flack stated that the old apartment is being used for a dog house.

Jared Ghormley also petitioned the Council regarding 405 w. Arizona. Mr. Ghormley stated that something needs to be done. Mr. Ghormley stated that one time he looked over the fence and was bit in the face by one of the dogs. Mr. Ghormley stated that 24 dogs have been removed from this property and the owner still has 11 dogs left and that the smell is terrible and mice are horrific.

CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$2721.96

Vice-Mayor Carlisle recused himself from this item as he is the owner of Walt's Hardware and left the Chambers. Councilmember Dixon made a motion to approve the claims for Walt's Hardware in the amount of \$2721.96. Councilmember Payne seconded and the motion carried unanimously.

CLAIMS/PAYMENT APPROVAL FOR HOBLROOK TRIBUNE: \$811.00

Councilmember Payne recused herself from this item as she is the Editor of the Tribune and left the chambers. Councilmember Wischmann made a motion to approve the

1 claims to the Holbrook Tribune in the amount of \$811.00. Vice-Mayor Carlisle
2 seconded and the motion carried unanimously.

3 ADJOURNMENT:

4 There being no further business to come before the Council at this time Councilmember
5 Dixon made a motion to adjourn the meeting. Councilmember Peterson seconded and
6 the meeting was adjourned at 7:22 p.m.

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Bobby Tyler, Mayor

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of
the regular meeting of the Holbrook City Council held on the October 13, 2015. I further
certify that the meeting was duly called and held and that a quorum was present.



Cher Reyes, CMC, CPM, City Clerk

