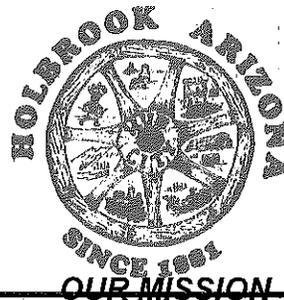

465 First Avenue
P.O. Box 970
Holbrook, AZ 86025

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

NOVEMBER 10, 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).
- 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 October 22 2015 thru November 4, 2015:
Documentation for claims is available at City Hall.

7) SUMMARY OF CURRENT EVENTS:

Mayor:
Council Members:
Manager:
Finance Director:
Police Chief:

8) OLD BUSINESS:

A. Ordinance 15-08, authorizing the purchase of real property by the City of Holbrook, namely parcels 109-20-040A, 109-20-040B, 109-20-047, 109-20-052, 109-20-067, 2nd reading.

9) NEW BUSINESS:

- A. Discussion regarding waterline upgrade at Sun Valley-Manager Alley
- B. Discussion/possible action regarding bid results for Cardlock System for City facilities-Manager Alley.
- C. Discussion/possible action regarding bid results for lease of Clubhouse Restaurant-Manager Alley.
- D. Discussion/possible action regarding adding the position and job description of a Recreation Director to the Classification and Compensation Plan-Manager Alley.
- E. Discussion/update regarding Petroglyph Park Grant-Finance Director Sullivan.
- F. Discussion/possible action regarding request to expend funds to Precision Electric in the amount not to exceed \$6,949.14 for repairs to Wastewater pump-Wastewater Supervisor Spencer.
- G. Discussion/possible action regarding cancellation or rescheduling of November 24 and December 22 Regular Council meetings for Holidays-Councilmember Payne.
- H. Discussion/possible action regarding combining the Water and Wastewater Departments-Manager Alley.

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: \$ 2026.09

13) CLAIMS/PAYMENT APPROVAL FOR HOLBROOK TRIBUNE: \$77.26

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 2nd day of November 2015.


Cher Reyes, CMO, 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.

CITY OF HOLBROOK

INVOICE APPROVAL REPORT

**BY GL NUMBER EXCLUDING
HOLBROOK TRIBUNE AND WALT'S
HARDWARE**

10/22/2015 THRU 11/04/2015

TOTAL **\$222,485.65**

Invoice No	Seq	Vendor Name	Vendor No	Description	Inv Date	Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per	R
	Type			Inventory No	Due Date		1099				GL Acct	
Total 110115						228.99						
Total 3380						228.99						
APS - Cholla			1341									
110415	1	Inv	Epoxy Paint		11/04/2015	10.00	0		.00			11/15
					11/04/2015		No			001-004-5026		
Total 11/4/2015						24,147.74						

11/04/2015 GL Period Summary

GL Period	Amount
11/15	24,147.74
	<u>24,147.74</u>
Grand Total:	<u>79,721.78</u>

Report GL Period Summary

GL Period	Amount
10/15	55,574.04
11/15	24,147.74
	<u>79,721.78</u>

Vendor Number Hash: 150947
 Vendor Number Hash - Split: 291976
 Total Number of Invoices: 45
 Total Number of Transactions: 107

TC	Terms Description	Invoice Amt	Discount Amt	Net Inv Amt
0	Open Terms	70,859.52	.00	70,859.52
1	NET 20	1,627.34	.00	1,627.34
2	NET 7	7,234.92	.00	7,234.92
		<u>79,721.78</u>	<u>.00</u>	<u>79,721.78</u>

Report Criteria:
 Invoice.Vendor No = 6241-9699

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
10/28/2015												
			IKON FINANCIAL SERVICES		6503							
9012113	1	Inv	COPIER LEASE		11/01/2015	.00	3		.00		10/15	Y
					11/01/2015		No			001-004-5049		
9012113	2	Inv	COPIER MAINTENANCE C		11/01/2015	.00	3		.00		10/15	Y
					11/01/2015		No			001-050-5047		
Total 9012113						.00						
Total 6503						.00						
			NAVAJO COUNTY HISTORICAL		8720							
41	1	Inv	CONTRIBUTION		11/01/2015	3,306.67	0		.00		10/15	Y
					11/01/2015		No			006-014-5057		
			MOHAVE ENVIRONMENTAL LAB		8270							
73158	1	Inv	ANALYSIS		09/28/2015	155.00	0		.00		10/15	
					10/28/2015		No			002-092-5041		
72566	1	Inv	ANALYSIS		08/21/2015	155.00	0		.00		10/15	
					10/28/2015		No			002-092-5041		
72380	1	Inv	ANALYSIS		08/13/2015	120.00	0		.00		10/15	
					10/28/2015		No			002-092-5041		
72061	1	Inv	ANALYSIS		07/23/2015	155.00	0		.00		10/15	
					10/28/2015		No			002-092-5041		
73495	1	Inv	ANALYSIS		10/22/2015	200.00	0		.00		10/15	
					10/28/2015		No			002-091-5041		
73548	1	Inv	ANALYSIS		10/22/2015	155.00	0		.00		10/15	
					10/28/2015		No			002-092-5041		
73454	1	Inv	ANALYSIS		10/22/2015	935.00	0		.00		10/15	
					10/28/2015		No			002-092-5041		
Total 8270						1,875.00						
			NAVAJO COUNTY TREASURER		8750							
SEPT15	1	Inv	Addnl assesement		10/20/2015	21.75	0		.00		10/15	
					10/28/2015		No			001-000-4710		
JULY15	1	Inv	Addnl assesement		10/20/2015	28.33	0		.00		10/15	
					10/28/2015		No			001-000-4710		
Total 8750						50.08						
Total 10/28/2015						5,231.75						

10/28/2015 GL Period Summary

GL Period	Amount
10/15	5,231.75

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
11/4/2015												
HOLBROOK VOL FIRE DEPT			6260									
200631	1	Inv	RETIREMENT		11/05/2015	1,916.59	0		.00		11/15	Y
					11/05/2015		No			001-060-5015		
200631	2	Inv	UNIFORMS		11/05/2015	3,343.24	0		.00		11/15	Y
					11/05/2015		No			001-060-5049		
Total 200631						5,259.83						
Total 6260						5,259.83						
NAVAJO COUNTY TREASURER			8750									
AUG 2015	1	Inv	Addnl assesement		11/01/2015	21.73	0		.00		11/15	
					11/04/2015		No			001-000-4710		
OCT 2015	1	Inv	Addnl assesement		01/10/0115	28.08	0		.00		11/15	
					11/04/2015		No			001-000-4710		
Total 8750						49.81						
PETRIEFIED FOREST NAT'L PARK			9473									
102415	1	Inv	Special Use Permit		10/24/2015	330.00	2		.00		11/15	
					10/31/2015		No			006-014-6004		
Total 11/4/2015						5,639.64						

11/04/2015 GL Period Summary

GL Period	Amount
11/15	5,639.64
	5,639.64
Grand Total:	10,871.39

Report GL Period Summary

GL Period	Amount
10/15	5,231.75
11/15	5,639.64
	10,871.39

Vendor Number Hash: 123846
 Vendor Number Hash - Split: 136609
 Total Number of Invoices: 15
 Total Number of Transactions: 17

Report Criteria:

Invoice.Vendor No = 9701-99999

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
10/22/2015											
SOLOMON LAW OFFICES, P.C. 20955											
093015	1	Inv	PROFESSIONAL SERVICE	10/22/2015	1,269.00	0		.00			10/15
				10/22/2015		No				001-004-5041	
Total 10/22/2015					1,269.00						

10/22/2015 GL Period Summary

GL Period	Amount
10/15	1,269.00
	<u>1,269.00</u>

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
10/28/2015											
U.S. POSTMASTER			21221								
79	1	Inv	UTILITY BILLING	11/01/2015	296.67	0		.00		10/15	Y
				11/01/2015		No			002-090-5042		
79	2	Inv	UTILITY BILLING	11/01/2015	296.67	0		.00		10/15	Y
				11/01/2015		No			002-091-5042		
79	3	Inv	UTILITY BILLING	11/01/2015	296.67	0		.00		10/15	Y
				11/01/2015		No			002-092-5042		
Total 79					890.01						
Total 21221					890.01						
LARSON WASTE			22010								
2012024	1	Inv	RESIDENTIAL CONTRACT	11/01/2015	12,665.00	0		.00		10/15	Y
				11/01/2015		No			002-090-5049		
COLBY & POWELL, PLC			20954								
606082	1	Inv	PROFESSIONAL FEES-AU	09/30/2015	9,000.00	0		.00		10/15	
				10/28/2015		No			001-001-5049		
COMPUTER TECHNOLOGIES, LLC			21754								
6927	1	Inv	COMPUTER REPAIRS	10/23/2015	442.82	0		.00		10/15	
				10/28/2015		No			001-050-5052		
DICKINSON WRIGHT MARISCAL,			22018								
1030646	1	Inv	PROFESSIONAL SERVICE	10/14/2015	2,145.44	0		.00		10/15	
				10/28/2015		No			001-004-5041		
GRANT WRITING USA			21336								
INTWRITING	1	Inv	TRAINING	10/22/2015	910.00	0		.00		10/15	
				10/28/2015		No			001-050-5045		
PARISOT, JULIE A			22481								
102115	1	Inv	Utility Deposit Refund	10/21/2015	59.43	0		.00		10/15	
				10/28/2015		No			002-0002520		
PRO-BUILD			21489								
40218565	1	Inv	Hunt Park Door	10/19/2015	209.30	0		.00		10/15	
				10/28/2015		No			001-031-5071		
QUALITY READY MIX-CEMEX			9955								
9431955276	1	Inv	CEMENT	10/06/2015	2,450.70	8	10/30/2015	23.10		10/15	
				11/05/2015		No			007-087-5026		
R.A.G.H.T.			10005								
NOV2015	1	Inv	INSURANCE PREMIUMS	10/28/2015	62,759.33	2		.00		10/15	
				11/04/2015		No			099-0002524		
RDO EQUIPMENT CO			10080								
P62265	1	Inv	PARTS	10/13/2015	330.71	2		.00		10/15	
				10/20/2015		No			007-087-5024		
REIDHEAD CUSTOM FARMING, INC.			20444								
1730	1	Inv	SLUDGE HAULING	10/19/2015	9,180.00	0		.00		10/15	

Invoice No	Vendor Name Seq Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
			10/28/2015		No				002-092-5049	
5038649742	1 Inv	RICOH USA 21881 MAINTENANCE	10/21/2015 10/28/2015	80.29	0 No		.00		10/15	
20401039	1 Inv	Lease	10/15/2015 10/28/2015	450.78	0 No		.00	001-004-5047 001-004-5047	10/15	
Total 21881				531.07						
31522	1 Inv	SHOW LOW BLOCK 10760 Lintel	10/27/2015 10/28/2015	24.34	0 No		.00		10/15	
102115	1 Inv	SMITH, KATHLEEN 22039 REIMBURSEMENT	10/21/2015 10/28/2015	360.16	0 No		.00		10/15	
785520	1 Inv	USA BLUE BOOK 12482 PARTS	10/26/2015 11/15/2015	399.12	1 No		.00		10/15	
102115	1 Inv	YAZZIE, LeighAnn 22400 Reimbursment	10/21/2015 10/28/2015	31.78	0 No		.00		10/15	
102115	1 Inv	YOUNG, MICHAEL 21906 Reimbursment	10/21/2015 10/28/2015	216.00	0 No		.00		10/15	
Total 10/28/2015				102,605.21						

10/28/2015 GL Period Summary

GL Period	Amount
10/15	102,605.21
	<u>102,605.21</u>

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
11/4/2015											
ADVANCED INFOR SYSTEMS			21240								
12620	1	Inv	UTILITY BILLING	11/03/2015	164.82	0		.00			11/15
				11/04/2015		No			002-090-5042		
12620	2	Inv	UTILITY BILLING	11/03/2015	164.83	0		.00			11/15
				11/04/2015		No			002-091-5042		
12620	3	Inv	UTILITY BILLING	11/03/2015	164.83	0		.00			11/15
				11/04/2015		No			002-092-5042		
Total 12620					494.48						
Total 21240					494.48						
ALTERNATIVE ENERGY SYSTEMS			10952								
2650	1	Inv	Door Repair	10/19/2015	141.93	2		.00			11/15
				10/26/2015		No			001-031-5026		
ANIXTER POWER SOLUTIONS			21146								
18981352.001	1	Inv	STREETLIGHTS	10/22/2015	10,895.10	0		.00			11/15
				11/04/2015		No			007-087-5052		
CABLEONE Library 116172586			22006								
110115	1	Inv	UTILITIES	11/01/2015	122.86	0		.00			11/15
				11/04/2015		No			001-020-5048		
CABLEONE Courthouse 116103573			22223								
110115	1	Inv	UTILITIES	11/01/2015	279.29	0		.00			11/15
				11/04/2015		No			006-014-5048		
JASKL			21003								
7142	1	Inv	HEATER REPAIRS	10/28/2015	263.00	0		.00			11/15
				11/04/2015		No			001-060-5052		
KAY SUPPLY			21329								
39801	1	Inv	SUPPLIES	10/20/2015	54.21	0		.00			11/15
				11/04/2015		No			001-031-5026		
O'REILLY AUTO PARTS			21622								
103115	1	Inv	PARTS	10/31/2015	5.33	0		.00			11/15
				11/04/2015		No			001-031-5026		
103115	2	Inv	PARTS	10/31/2015	21.80	0		.00			11/15
				11/04/2015		No			001-040-5024		
103115	3	Inv	PARTS	10/31/2015	461.65	0		.00			11/15
				11/04/2015		No			001-050-5024		
103115	4	Inv	PARTS	10/31/2015	11.97	0		.00			11/15
				11/04/2015		No			001-005-5024		
103115	5	Inv	PARTS	10/31/2015	15.34	0		.00			11/15
				11/04/2015		No			001-060-5024		
103115	6	Inv	PARTS	10/31/2015	13.24	0		.00			11/15
				11/04/2015		No			001-084-5024		
103115	7	Inv	PARTS	10/31/2015	17.21	0		.00			11/15
				11/04/2015		No			001-085-5026		
103115	8	Inv	PARTS	10/31/2015	13.07	0		.00			11/15
				11/04/2015		No			007-087-5024		
103115	9	Inv	PARTS	10/31/2015	410.08	0		.00			11/15

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
				11/04/2015		No				002-091-5024	
103115	10	Inv	PARTS	10/31/2015	55.72	0		.00			11/15
				11/04/2015		No				002-092-5024	
103115	11	Inv	PARTS	10/31/2015	141.82	0		.00			11/15
				11/04/2015		No				002-092-5026	
Total 103115					1,167.23						
Total 21622					1,167.23						
PRECISION ELECTRIC			21262								
1-073942	1	Inv	REBUILD PUMP	10/23/2015	3,041.91	0		.00			11/15
				11/04/2015		No				002-092-5026	
1-073937	1	Inv	PUMP	10/22/2015	3,517.14	0		.00			11/15
				11/04/2015		No				002-092-5026	
Total 21262					6,559.05						
SLATER, JEROMY			22482								
102815	1	Inv	Utility Deposit Refund	10/28/2015	359.00	0		.00			11/15
				11/04/2015		No				002-0002520	
SMITH, KATHLEEN			22039								
110215	1	Inv	REIMBURSEMENT	11/02/2015	145.56	0		.00			11/15
				11/04/2015		No				006-014-6004	
WELDING SERVICES & SUPPLY			12815								
18291	1	Inv	SUPPLIES	10/29/2015	122.19	2		.00			11/15
				11/05/2015		No				001-085-5026	
18264	1	Inv	SUPPLIES	10/19/2015	39.79	2		.00			11/15
				10/26/2015		No				002-091-5026	
18226	1	Inv	SUPPLIES	10/06/2015	31.41	2		.00			11/15
				10/13/2015		No				002-090-5024	
Total 12815					193.39						
WELLS FARGO REMITTANCE CENTER			20946								
103115	1	Inv	Credit Cards	10/31/2015	16.00	0		.00			11/15
				11/04/2015		No				001-004-5044	
103115	2	Inv	Credit Cards	10/31/2015	295.00	0		.00			11/15
				11/04/2015		No				001-001-5045	
103115	3	Inv	Credit Cards	10/31/2015	402.72	0		.00			11/15
				11/04/2015		No				001-020-5026	
103115	4	Inv	Credit Cards	10/31/2015	757.28	0		.00			11/15
				11/04/2015		No				001-031-5026	
103115	5	Inv	Credit Cards	10/31/2015	401.35	0		.00			11/15
				11/04/2015		No				001-031-5571	
103115	6	Inv	Credit Cards	10/31/2015	2,057.52	0		.00			11/15
				11/04/2015		No				001-004-5026	
103115	7	Inv	Credit Cards	10/31/2015	28.55	0		.00			11/15
				11/04/2015		No				001-004-5048	
103115	8	Inv	Credit Cards	10/31/2015	27.57	0		.00			11/15
				11/04/2015		No				001-048-5026	
103115	9	Inv	Credit Cards	10/31/2015	503.02	0		.00			11/15
				11/04/2015		No				001-050-5026	

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
103115	10	Inv	Credit Cards	10/31/2015 11/04/2015	26.35	0 No		.00		001-050-5042	11/15
103115	11	Inv	Credit Cards	10/31/2015 11/04/2015	182.39	0 No		.00		001-050-5045	11/15
103115	12	Inv	Credit Cards	10/31/2015 11/04/2015	967.00	0 No		.00		001-005-5026	11/15
103115	13	Inv	Credit Cards	10/31/2015 11/04/2015	216.36	0 No		.00		001-085-5026	11/15
103115	14	Inv	Credit Cards	10/31/2015 11/04/2015	415.66	0 No		.00		002-092-5026	11/15
103115	15	Inv	Credit Cards	10/31/2015 11/04/2015	937.31	0 No		.00		006-014-8004	11/15
103115	16	Inv	Credit Cards	10/31/2015 11/04/2015	109.09	0 No		.00		007-087-5026	11/15
Total 103115					7,343.17						
Total 20946					7,343.17						
Total 11/4/2015					28,018.27						

11/04/2015 GL Period Summary

GL Period	Amount
11/15	28,018.27
	<u>28,018.27</u>
Grand Total:	<u>131,892.48</u>

Report GL Period Summary

GL Period	Amount
10/15	103,874.21
11/15	28,018.27
	<u>131,892.48</u>

Vendor Number Hash: 686008
 Vendor Number Hash - Split: 1301340
 Total Number of Invoices: 36
 Total Number of Transactions: 65

TC	Terms Description	Invoice Amt	Discount Amt	Net Inv Amt
0	Open Terms	65,617.30	.00	65,617.30
1	NET 20	399.12	.00	399.12

Report Criteria:
Invoice.Vendor No = 1-6239

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
10/28/2015												
LEXIS-NEXIS (ACCURINT)			169									
71	1	Inv	BACKGROUND CHECKS		11/01/2015	50.00	2		.00		10/15	Y
					11/01/2015		No			001-004-5041		
71	2	Inv			11/01/2015	.00	2		.00		10/15	Y
					11/01/2015		No					
71	3	Inv			11/01/2015	.00	2		.00		10/15	Y
					11/01/2015		Yes					
Total 71						50.00						
Total 169						50.00						
BETTER COMMUNICATIONS CO			2430									
7012117	1	Inv	Radio Contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			001-004-5047		
7012117	2	Inv	Radio contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			001-031-5047		
7012117	3	Inv	Radio Contract		11/01/2015	529.90	0		.00		10/15	Y
					11/01/2015		No			001-050-5047		
7012117	4	Inv	Radio Contract		11/01/2015	312.63	0		.00		10/15	Y
					11/01/2015		No			001-060-5047		
7012117	5	Inv	Radio Contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			001-084-5047		
7012117	6	Inv	Radio Contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			001-085-5047		
7012117	7	Inv	Radio Contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			002-090-5047		
7012117	8	Inv	Radio Contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			002-091-5047		
7012117	9	Inv	Radio Contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			002-092-5047		
7012117	10	Inv	Radio Contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			001-040-5047		
7012117	11	Inv	Radio Contract		11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No			007-087-5047		
Total 7012117						842.53						
Total 2430						842.53						
CHAMBER OF COMMERCE			3220									
200661	1	Inv	MOU		11/01/2015	4,166.67	0		.00		10/15	Y
					11/01/2015		No			006-014-5059		
200661	2	Inv			11/01/2015	.00	0		.00		10/15	Y
					11/01/2015		No					
Total 200661						4,166.67						
Total 3220						4,166.67						

CYBERTRAILS 3960

R Column: Y = Recurring Payment

Invoice No	Vendor Name Seq Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
7312101	1 Inv	EMAIL AND BACKUP	11/01/2015 11/01/2015	92.65	2 No		.00		10/15 001-004-5047	Y
7312101	2 Inv		11/01/2015 11/01/2015	.00	2 No		.00		10/15	Y
Total 7312101				92.65						
Total 3960				92.65						
ESSENTIAL DATA CONTROL SYSTEM		4771								
7012030	1 Inv	PROFESSIONAL SERVICE	11/01/2015 11/01/2015	350.00	2 Yes		.00		10/15 002-092-5041	Y
7012030	2 Inv	PROFESSIONAL SERVICE	11/01/2015 11/01/2015	500.00	2 Yes		.00		10/15 002-091-5041	Y
Total 7012030				850.00						
Total 4771				850.00						
AIRNAV, LLC		527								
1962781	1 Inv	LISTING RENEWAL	10/22/2015 10/29/2015	52.00	2 No		.00		10/15 001-093-5041	
ARIZONA PUBLIC SERVICE		1340								
102215	1 Inv	UTILITIES	10/22/2015 10/28/2015	686.26	0 No		.00		10/15 001-060-5048	
102215	2 Inv	UTILITIES	10/22/2015 10/28/2015	10,847.04	0 No		.00		10/15 002-091-5048	
102215	3 Inv	UTILITIES	10/22/2015 10/28/2015	13,116.40	0 No		.00		10/15 002-092-5048	
102215	4 Inv	UTILITIES	10/22/2015 10/28/2015	4,899.51	0 No		.00		10/15 001-031-5048	
102215	5 Inv	UTILITIES	10/22/2015 10/28/2015	1,193.20	0 No		.00		10/15 001-050-5048	
102215	6 Inv	UTILITIES	10/22/2015 10/28/2015	183.45	0 No		.00		10/15 001-093-5048	
102215	7 Inv	UTILITIES	10/22/2015 10/28/2015	1,446.79	0 No		.00		10/15 007-087-5048	
102215	8 Inv	UTILITIES	10/22/2015 10/28/2015	329.93	0 No		.00		10/15 001-040-5048	
102215	9 Inv	UTILITIES	10/22/2015 10/28/2015	93.20	0 No		.00		10/15 002-090-5048	
102215	10 Inv	UTILITIES	10/22/2015 10/28/2015	1,366.89	0 No		.00		10/15 001-099-5048	
102215	11 Inv	UTILITIES	10/22/2015 10/28/2015	151.04	0 No		.00		10/15 001-085-5048	
102215	12 Inv	UTILITIES	10/22/2015 10/28/2015	620.38	0 No		.00		10/15 001-004-5048	
102215	13 Inv	UTILITIES	10/22/2015 10/28/2015	593.82	0 No		.00		10/15 006-014-5048	
102215	14 Inv	UTILITIES	10/22/2015 10/28/2015	153.16	0 No		.00		10/15 001-084-5048	
102215	15 Inv	UTILITIES	10/22/2015 10/28/2015	1,038.83	0 No		.00		10/15 001-020-5048	
102215	16 Inv	UTILITIES	10/22/2015	174.40	0		.00		10/15	

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
				10/28/2015		No				001-048-5048	
Total 102215					36,894.30						
Total 1340					36,894.30						
ARIZONA STATE TREASURER			1380								
JULY2015	1	Inv	State Remittance	10/20/2015	3,757.03	0		.00			10/15
				10/28/2015		No				001-000-4710	
SEPT2015	1	Inv	State Remittance	10/20/2015	3,584.68	0		.00			10/15
				10/28/2015		No				001-000-4710	
Total 1380					7,341.71						
Benson Systems			5573								
149471	1	Inv	Card Lock System	10/21/2015	1,915.26	0		.00			10/15
				10/28/2015		No				001-031-5073	
149470	1	Inv	Card Lock System	10/21/2015	739.36	0		.00			10/15
				10/28/2015		No				001-031-5073	
Total 5573					2,654.62						
CONTINENTAL RESEARCH CORP			3713								
27103-CRC-1	1	Inv	SUPPLIES	10/22/2015	781.16	1		.00			10/15
				11/11/2015		No				002-092-5026	
DANA KEPNER CO.			4071								
4629836-00	1	Inv	PARTS	10/20/2015	215.29	1		.00			10/15
				11/09/2015		No				002-092-5026	
4629844-00	1	Inv	PARTS	10/20/2015	630.89	1		.00			10/15
				11/09/2015		No				002-092-5026	
Total 4071					846.18						
FREIGHTLINER ARIZONA, LLC			5213								
03027371:01	1	Inv	Engine 2 Kenworth	10/19/2015	889.82	2		.00			10/15
				10/26/2015		No				001-060-5024	
FRONTIER COMM TELE			3350								
102015	1	Inv	New Equipment HPD	10/20/2015	.10	0		.00			10/15
				10/28/2015		No				001-050-5071	
FRONTIER COM LONG DISTANCE			3353								
4515490	1	Inv	UTILITIES	10/20/2015	62.15	2		.00			10/15
				10/27/2015		No				001-050-5048	
REYES, CHERYL RAYE			3290								
102815	1	Inv	CAFETERIA	10/26/2015	50.15	0		.00			10/15
				10/28/2015		No				099-0002531	
Total 10/28/2015					55,574.04						

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
11/4/2015											
10-8 VIDEO 5272											
5382	1	Inv	In Car Camera System	11/02/2015 11/04/2015	3,590.00	0 No		.00		001-050-5071	11/15
ARIZONA DEPT ECONOMIC SECURITY 1170											
27585	1	Inv	UNEMPLOYMENT	10/26/2015 11/04/2015	27.58	0 No		.00		001-004-5019	11/15
ARIZONA STATE TREASURER 1380											
OCT 2015	1	Inv	State Remittance	11/03/2015 11/04/2015	5,019.80	0 No		.00		001-000-4710	11/15
BALAR EQUIPMENT CO 2160											
1015088	1	Inv	PARTS	10/29/2015 11/04/2015	186.29	0 No		.00		002-092-5026	11/15
BLUE HILLS ENVIRONMENTAL 2497											
56449	1	Inv	CONTRACTUAL SERVICE!	09/29/2015 10/06/2015	707.98	2 No		.00		002-090-5049	11/15
56463	1	Inv	CONTRACTUAL SERVICE!	09/30/2015 10/07/2015	84.07	2 No		.00		002-090-5049	11/15
56470	1	Inv	CONTRACTUAL SERVICE!	09/30/2015 10/07/2015	704.54	2 No		.00		002-090-5049	11/15
56475	1	Inv	CONTRACTUAL SERVICE!	10/01/2015 10/08/2015	575.11	2 No		.00		002-090-5049	11/15
56507	1	Inv	CONTRACTUAL SERVICE!	10/06/2015 10/13/2015	684.33	2 No		.00		002-090-5049	11/15
56576	1	Inv	CONTRACTUAL SERVICE!	10/14/2015 10/21/2015	686.69	2 No		.00		002-090-5049	11/15
56619	1	Inv	CONTRACTUAL SERVICE!	10/20/2015 10/27/2015	635.52	2 No		.00		002-090-5049	11/15
Total 2497					4,078.24						
BRADCO 2590											
18978	1	Inv	FUEL	10/31/2015 11/04/2015	89.87	0 No		.00		001-005-5027	11/15
18978	2	Inv	FUEL	10/31/2015 11/04/2015	22.96	0 No		.00		006-014-6004	11/15
18978	3	Inv	FUEL	10/31/2015 11/04/2015	125.55	0 No		.00		001-031-5027	11/15
18978	4	Inv	FUEL	10/31/2015 11/04/2015	39.44	0 No		.00		001-048-5027	11/15
18978	5	Inv	FUEL	10/31/2015 11/04/2015	1,434.34	0 No		.00		001-050-5027	11/15
18978	6	Inv	FUEL	10/31/2015 11/04/2015	114.01	0 No		.00		001-060-5027	11/15
18978	7	Inv	FUEL	10/31/2015 11/04/2015	178.95	0 No		.00		001-084-5027	11/15
18978	8	Inv	FUEL	10/31/2015 11/04/2015	55.05	0 No		.00		001-085-5027	11/15
18978	9	Inv	FUEL	10/31/2015 11/04/2015	499.83	0 No		.00		007-087-5027	11/15
18978	10	Inv	FUEL	10/31/2015	140.62	0		.00			11/15

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
				11/04/2015		No				002-090-5027	
18978	11	Inv FUEL		10/31/2015	323.09	0		.00			11/15
				11/04/2015		No				002-092-5027	
18978	12	Inv FUEL		10/31/2015	722.27	0		.00			11/15
				11/04/2015		No				002-092-5027	
18978	13	Inv FUEL		10/31/2015	211.28	0		.00			11/15
				11/04/2015		No				001-099-5027	
Total 18978					3,957.26						
Total 2590					3,957.26						
CABLEONE PD 115605776			2940								
110115	1	Inv UTILITIES		11/01/2015	151.67	0		.00			11/15
				11/04/2015		No				001-050-5048	
CARQUEST AUTO PARTS			2440								
103115	1	Inv PARTS		10/31/2015	46.90	0		.00			11/15
				11/04/2015		No				001-031-5026	
103115	2	Inv PARTS		10/31/2015	103.63	0		.00			11/15
				11/04/2015		No				001-040-5026	
103115	3	Inv PARTS		10/31/2015	21.78	0		.00			11/15
				11/04/2015		No				001-040-5026	
103115	4	Inv PARTS		10/31/2015	378.32	0		.00			11/15
				11/04/2015		No				001-050-5026	
103115	5	Inv PARTS		10/31/2015	314.72	0		.00			11/15
				11/04/2015		No				001-060-5026	
103115	6	Inv PARTS		10/31/2015	163.65	0		.00			11/15
				11/04/2015		No				001-084-5026	
103115	7	Inv PARTS		10/31/2015	17.12	0		.00			11/15
				11/04/2015		No				001-085-5024	
103115	8	Inv PARTS		10/31/2015	169.27	0		.00			11/15
				11/04/2015		No				001-085-5026	
103115	9	Inv PARTS		10/31/2015	263.54	0		.00			11/15
				11/04/2015		No				002-090-5024	
103115	10	Inv PARTS		10/31/2015	58.77	0		.00			11/15
				11/04/2015		No				002-090-5026	
103115	11	Inv PARTS		10/31/2015	491.10	0		.00			11/15
				11/04/2015		No				002-091-5024	
103115	12	Inv PARTS		10/31/2015	118.30	0		.00			11/15
				11/04/2015		No				002-092-5024	
103115	13	Inv PARTS		10/31/2015	159.20	0		.00			11/15
				11/04/2015		No				002-092-5026	
103115	14	Inv PARTS		10/31/2015	988.08	0		.00			11/15
				11/04/2015		No				007-087-5024	
103115	15	Inv PARTS		10/31/2015	150.43	0		.00			11/15
				11/04/2015		No				007-087-5026	
103115	16	Inv PARTS		10/31/2015	51.26	0		.00			11/15
				11/04/2015		No				002-092-5026	
Total 103115					3,496.07						
Total 2440					3,496.07						

EMPIRE MACHINERY 4710

R Column: Y = Recurring Payment

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
9947910	1	Inv	REPAIRS	10/28/2015 11/04/2015	1,500.00	0 No		.00			11/15
FUTURE TIRE, INC. 5241											
W37293	1	Inv	TIRE	10/06/2015 10/13/2015	107.46	2 No		.00		001-040-5024	11/15
W37323	1	Inv	TIRE	10/08/2015 10/15/2015	45.82	2 No		.00		001-040-5024	11/15
W37476	1	Inv	TIRE	10/20/2015 10/27/2015	94.08	2 No		.00		001-040-5024	11/15
W37550	1	Inv	TIRE	10/28/2015 11/04/2015	100.06	2 No		.00		001-084-5024	11/15
W37307	1	Inv	TIRE	10/07/2015 10/14/2015	750.14	2 No		.00		002-091-5024	11/15
W37472	1	Inv	TIRE	10/20/2015 10/27/2015	12.50	2 No		.00		002-091-5024	11/15
W36992	1	Inv	FLAT REPAIR	09/16/2015 09/23/2015	50.00	2 No		.00		007-087-5024	11/15
Total 5241					1,160.06						
HATCH'S QUICK STOP 5870											
110115	1	Inv	FUEL	11/01/2015 11/04/2015	16.37	0 No		.00		002-090-5027	11/15
110115	2	Inv	FUEL	11/01/2015 11/04/2015	306.42	0 No		.00		007-087-5027	11/15
Total 110115					322.79						
Total 5870					322.79						
Independent Energy Homes LLC 5494											
798	1	Inv	Bee Removal	10/21/2015 11/04/2015	125.00	0 No		.00		002-091-5049	11/15
ROUTE 66 LUMBER & HARDWARE 650											
103115	1	Inv	SUPPLIES	10/31/2015 11/04/2015	186.04	0 No		.00		001-031-5026	11/15
103115	2	Inv	SUPPLIES	10/31/2015 11/04/2015	107.95	0 No		.00		002-091-5026	11/15
Total 103115					293.99						
Total 650					293.99						
UNISOURCE ENERGY SERVICES 3380											
110115	1	Inv	UTILITIES	11/01/2015 11/04/2015	24.99	0 No		.00		001-031-5048	11/15
110115	2	Inv	UTILITIES	11/01/2015 11/04/2015	19.56	0 No		.00		001-020-5048	11/15
110115	3	Inv	UTILITIES	11/01/2015 11/04/2015	159.05	0 No		.00		002-091-5048	11/15
110115	4	Inv	UTILITIES	11/01/2015 11/04/2015	25.39	0 No		.00		001-050-5048	11/15

ORDINANCE 15-08

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE
CITY OF HOLBROOK, ARIZONA, AUTHORIZING
THE PURCHASE OF REAL PROPERTY BY THE CITY OF HOLBROOK:
NAMELY PARCEL NUMBERS 109-20-040A, 109-20-040B, 109-20-047, 109-20-052 AND
109-20-067, MORE FULLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO**

Recitals:

WHEREAS, Navajo County/State of Arizona owns property know as Parcel Numbers 109-20-040A, 109-20-040B, 109-20-047, 109-20-052 and 109-20-067 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 purchased 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 sale between Navajo County/State of Arizona 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 _____, 2015.

Bobby Tyler, Mayor

ATTEST:

Cher Reyes, CMC, CPM, City Clerk

Approved as to Form:

Sterling T. Solomon, City Attorney

EXHIBIT "A"

Ordinance 15-08

109-20-040A	PERKINS ADDN: LOTS 1 THRU 9, BLOCK 105 EXCEPT HWY R/W PER PROJECT #F-027-1-805
109-20-040B	PERKINS ADDN: LOTS 17 THRU 66, BLOCK 105 EXCEPT HWY R/W PER PROJECT #F-027-1-805
109-20-047	PERKINS ADDN: LOTS 1-8 & 16-25 & 42-45, BLOCK 108
109-20-052	PERKINS ADDN: LOTS 28,29,30,40,41,42, BLOCK 108
109-20-067	PERKINS ADDN: LOTS 8,9,10,11,12,13,14, BLOCK 110



2014-13810
Page 1 of 1
Requested By: Board Of Supervisors
Navajo County Recorder - Laurette Justman
10-16-2014 08:20 AM Recording Fee: \$10.00
FORM

TREASURER'S DEED

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, on the 4th day of APRIL, 2014, notice according to law was published in the HOLBROOK TRIBUNE NEWS, a newspaper published in the County of Navajo, State of Arizona, that application for a Treasurer's Deed to the premises hereinafter described had been made by the Grantee named herein, and that, unless redemption be had before the 7TH day of JULY, 2014, a Treasurer's Deed would issue to the said Grantee, and

WHEREAS, said property has not been redeemed from such sale, I therefore, pursuant to said notice and in conformity with the law have conveyed, and do hereby convey, unto said STATE OF ARIZONA the following described premises situated in the County of Navajo, State of Arizona, to-wit:

PERKINS ADDN: LOTS 1 THRU 9, BLOCK 105 EXCEPT HWY R/W PER PROJECT #F-027-1-805

aka: 109-20-040A

IN WITNESS WHEREOF, I, MANUEL HERNANDEZ, Treasurer of the County of Navajo, State of Arizona, by virtue of law, have hereunto set my hand and seal this 10TH day of OCTOBER, 2014.

Manuel Hernandez

Navajo County Treasurer

STATE OF ARIZONA)

) vs.)

County of Navajo)

This instrument was acknowledged before me this 10TH day of OCTOBER, 2014, by MANUEL HERNANDEZ as Treasurer of the County of Navajo, State of Arizona, who then and there stated that he executed the same for the purpose and consideration herein expressed.

Alanna Lars

Deputy
(Official Capacity)





2014-13811
Page 1 of 1
Requested By: Board Of Supervisors
Navajo County Recorder - Laurette Justman
10-16-2014 08:52 AM Recording Fee \$0.00

TREASURER'S DEED

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, on the 4th day of APRIL, 2014, notice according to law was published in the HOLBROOK TRIBUNE NEWS, a newspaper published in the County of Navajo, State of Arizona, that application for a Treasurer's Deed to the premises hereinafter described had been made by the Grantee named herein, and that, unless redemption be had before the 7TH day of JULY, 2014, a Treasurer's Deed would issue to the said Grantee; and

WHEREAS, said property has not been redeemed from such sale, I therefore, pursuant to said notice and in conformity with the law have conveyed, and do hereby convey, unto said STATE OF ARIZONA the following described premises situated in the County of Navajo, State of Arizona, to-wit:

PERKINS ADDN: LOTS 17 THRU 66, BLOCK 105 EXCEPT HWY R/W PER PROJECT #F-027-1-805

aka: 109-20-040B

IN WITNESS WHEREOF, I, MANUEL HERNANDEZ, Treasurer of the County of Navajo, State of Arizona, by virtue of law, have hereunto set my hand and seal this 10TH day of OCTOBER, 2014.



Navajo County Treasurer

STATE OF ARIZONA)

) vs.)

County of Navajo)

This instrument was acknowledged before me this 10TH day of OCTOBER, 2014, by MANUEL HERNANDEZ as Treasurer of the County of Navajo, State of Arizona, who then and there stated that he executed the same for the purpose and consideration herein expressed.



Deputy
(Official Capacity)





2014-13812
Page 1 of 1
Requested By: Board Of Supervisors
Navajo County Recorder - Laurette Justman
10-16-2014 08:52 AM Recording Fee \$0.00

TREASURER'S DEED

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, on the 4th day of APRIL, 2014, notice according to law was published in the HOLBROOK TRIBUNE NEWS, a newspaper published in the County of Navajo, State of Arizona, that application for a Treasurer's Deed to the premises hereinafter described had been made by the Grantee named herein, and that, unless redemption be had before the 7TH day of JULY, 2014, a Treasurer's Deed would issue to the said Grantee, and

WHEREAS, said property has not been redeemed from such sale, I therefore, pursuant to said notice and in conformity with the law have conveyed, and do hereby convey, unto said STATE OF ARIZONA the following described premises situated in the County of Navajo, State of Arizona, to-wit:

PERKINS ADDN: LOTS 1-8 & 16-25 & 42-45, BLOCK 108

aka: 109-20-047

IN WITNESS WHEREOF, I, MANUEL HERNANDEZ, Treasurer of the County of Navajo, State of Arizona, by virtue of law, have hereunto set my hand and seal this 10TH day of OCTOBER, 2014.



Navajo County Treasurer

STATE OF ARIZONA)
)
)
County of Navajo)

vs.
O
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O
D

This instrument was acknowledged before me this 10TH day of OCTOBER, 2014, by MANUEL HERNANDEZ, as Treasurer of the County of Navajo, State of Arizona, who then and there stated that he executed the same for the purpose and consideration herein expressed.



Deputy
(Official Capacity)





2014-13813
Page 1 of 1
Requested By: Board Of Supervisors
Navajo County Recorder - Laurette Justman
10-16-2014 08:52 AM Recording Fee \$0.00

TREASURER'S DEED

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, on the 4th day of APRIL, 2014, notice according to law was published in the HOLBROOK TRIBUNE NEWS, a newspaper published in the County of Navajo, State of Arizona, that application for a Treasurer's Deed to the premises hereinafter described had been made by the Grantee named herein, and that, unless redemption be had before the 7TH day of JULY, 2014, a Treasurer's Deed would issue to the said Grantee, and

WHEREAS, said property has not been redeemed from such sale, I therefore, pursuant to said notice and in conformity with the law have conveyed, and do hereby convey, unto said STATE OF ARIZONA the following described premises situated in the County of Navajo, State of Arizona, to-wit:

PERKINS ADDN: LOTS 28,29,30,40,41,42, BLOCK 108

aka: 109-20-052

IN WITNESS WHEREOF, I, MANUEL HERNANDEZ, Treasurer of the County of Navajo, State of Arizona, by virtue of law, have hereunto set my hand and seal this 10TH day of OCTOBER, 2014.



Navajo County Treasurer

STATE OF ARIZONA)
)
)
County of Navajo)

vs.

This instrument was acknowledged before me this 10TH day of OCTOBER, 2014, by MANUEL HERNANDEZ as Treasurer of the County of Navajo, State of Arizona, who then and there stated that he executed the same for the purpose and consideration herein expressed.



(Official Capacity)



00684557

2014-13814
Page 1 of 1
Requested By: Board Of Supervisors
Navajo County Recorder - Laurette Justman
10-16-2014 08:52 AM Recording Fee \$0.00

TREASURER'S DEED

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, on the 4th day of APRIL, 2014, notice according to law was published in the HOLBROOK TRIBUNE NEWS, a newspaper published in the County of Navajo, State of Arizona, that application for a Treasurer's Deed to the premises hereinafter described had been made by the Grantee named herein, and that, unless redemption be had before the 7TH day of JULY, 2014, a Treasurer's Deed would issue to the said Grantee, and

WHEREAS, said property has not been redeemed from such sale, I therefore, pursuant to said notice and in conformity with the law have conveyed, and do hereby convey, unto said STATE OF ARIZONA the following described premises situated in the County of Navajo, State of Arizona, to-wit:

PERKINS ADDN: LOTS 8,9,10,11,12,13,14, BLOCK 110

aka: 109-20-067

IN WITNESS WHEREOF, I, MANUEL HERNANDEZ, Treasurer of the County of Navajo, State of Arizona, by virtue of law, have hereunto set my hand and seal this 10TH day of OCTOBER, 2014.



Navajo County Treasurer

STATE OF ARIZONA)
)
)
County of Navajo)

vs.

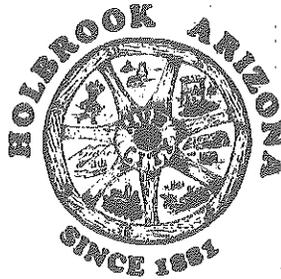
This instrument was acknowledged before me this 10TH day of OCTOBER, 2014, by MANUEL HERNANDEZ as Treasurer of the County of Navajo, State of Arizona, who then and there stated that he executed the same for the purpose and consideration herein expressed.



Reputy (Official Capacity)

465 First Avenue
P.O. Box 970
Holbrook, AZ 86025

CITY OF HOLBROOK



Telephone: (928) 524-6225
Fax: (928) 524-2159
holbrookcity@ci.holbrook.az.us

Bid Results
REQUEST FOR BIDS
Cardlock System November 4, 2015
12:00 p.m.

Present for opening:

Ray Alley, City Manager
Cher Reyes, City Clerk

One bid received:

Benson Security Systems \$46,646.55

465 First Avenue
P.O. Box 970
Holbrook, AZ 86025

CITY OF HOLBROOK



Telephone: (928) 524-6225
Fax: (928) 524-2159
holbrookcity@ci.holbrook.az.us

REQUEST FOR BIDS

The City of Holbrook is accepting sealed bids for a card lock system for City facilities.

Proposals must be received by November 4, 2015 by 12 Noon at City Hall, 465 1st Avenue, Holbrook, Arizona and must be marked "CARDLOCK". The City of Holbrook reserves the right to accept or reject any or all proposals, or any part or parts of any or all proposals. In making an award, the City of Holbrook reserves the right to consider all elements entering into the question determining the ability of the Bidder to supply the required items in a good and timely manner.

It is anticipated that the Holbrook City Council will make an award or reject all proposals November 10, 2015, 6:00 p.m. at the Holbrook City Hall. However, the City of Holbrook, at its discretion, may postpone said action for such time as the Holbrook City Council may designate.

For bid specs or further information contact Ray Alley, City Manager at 928-524-6225 or 928-241-8488.

RFP for Automated doors

Building	Department	# Doors	Code	Amount to Charge	Budget Available
Maintenance Shop	Fleet	1	001-085-5071	\$1,727.65	\$2,000.00
Water Shop	Water	1	002-191-5070	\$1,727.65	\$50,000.00
Public Works	Facilities	1	001-004-5071	\$1,727.65	
Street Shop	Streets	1	007-087-5071	\$1,727.65	\$15,000.00
City Hall	Admin	1	001-004-5071	\$1,727.65	\$5,000.00
Waste Water Treatment	Waste Water	5	002-192-5070	\$8,638.25	\$50,000.00
Romero	Waste Water	1	002-192-5070	\$1,727.65	
Vista	Waste Water	2	002-192-5070	\$3,455.30	
Well 3	Water	1	002-191-5070	\$1,727.65	
Well 5	Water	2	002-191-5070	\$3,455.30	
Well 7	Water	1	002-191-5070	\$1,727.65	
Well 4	Water	1	002-191-5070	\$1,727.65	
Booster	Water	1	002-191-5070	\$1,727.65	
Sun Valley S	Water	1	002-191-5070	\$1,727.65	
Sun Valley N	Water	1	002-191-5070	\$1,727.65	
Sun Valley Well	Water	1	002-191-5070	\$1,727.65	
Elevated Tank	Water	1	002-191-5070	\$1,727.65	
Total		23		\$39,735.95	\$122,000.00

Values

Code	Sum of Amount to Charge	Sum of Budget Available
001-004-5071	\$3,455.30	\$5,000.00
001-085-5071	\$1,727.65	\$2,000.00
002-191-5070	\$19,004.15	\$50,000.00
002-192-5070	\$13,821.20	\$50,000.00
007-087-5071	\$1,727.65	\$15,000.00
Grand Total	\$39,735.95	\$122,000.00

This is the break down by code and department of where we are proposing to charge the Automated door locks. The Facilities department don't have a line item for machinery and equipment so we are proposing Admin pay for it. The Police department has asked to remove them from the bid. The Water and Waster Water departments, we are proposing to charge to capital.

City of Holbrook

REQUEST FOR PROPOSAL

(THIS IS NOT AN ORDER)

REQUEST #: RFP-15-0001
DATE ISSUED: 10-12-2015

PAGE 1 OF 5

1. PLEASE FURNISH PROPOSAL ON OR BEFORE CLOSE OF BUSINESS (Date) November 4, 2015 12 NOON			2. VIA <input checked="" type="checkbox"/> EMAIL <input type="checkbox"/> FAX <input type="checkbox"/> MAIL	
3. REQUEST FOR PROPOSAL ISSUED BY: Ray Alley			4. PRODUCT DELIVERY DATE N/A	
TELEPHONE NUMBER 928-524-6225	FAX 928-524-2159	EMAIL rayalley@ci.holbrook.az.us	5. DELIVERY <input type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (SEE SCHEDULE)	
6. REQUEST SENT TO:			7. DESTINATION	
a. NAME Nick Micatrotto		b. TELEPHONE NUMBER 480-892-8688	a. NAME OF CONSIGNEE	
c. COMPANY Benson Systems		d. FAX 480-892-8689	b. STREET ADDRESS	
e. STREET ADDRESS 2065 W. Obispo Ave Suite 101		f. EMAIL nick.m@bensonsys.com	c. CITY	
g. CITY Gilbert	h. STATE Az	i. ZIP CODE 85533	d. STATE	e. ZIP CODE

IMPORTANT: This is a Request for Proposal only and is not to be considered a formal acceptance. This request does not commit City of Holbrook, or any of its entities and/or subsidiaries to pay any costs incurred in the preparation or the submission of this proposal or to contract for supplies or services. If you are unable to provide a proposal, please so indicate on this form and return it via e-mail to rayalley@ci.holbrook.az.us

ITEM NO. (a)	SUPPLIES/SERVICES (b)
1	<p>RFP Scope:</p> <p>1.1 Company Overview:</p> <p>3.1.1 Provide a brief history/background for your company.</p> <p>3.1.2 Do you have an Internet site that City of Holbrook could access and, if so, what information is available online?</p> <p>3.1.3 Describe your company's management structure at the corporate level and at branch locations. If your branches are franchised, please detail the control mechanisms in place from corporate to franchise.</p> <p>3.1.4 Describe your safety and risk management programs.</p> <p>1.2 Selection Process:</p> <p>Most responsible low bidder.</p> <p>1.3 Timeline:</p> <p>Deadline for Inquiries: November 2, 2015 5:00 PM (Arizona Time) Please call Ray Alley for any inquiries 928-524-6225</p> <p>RFP Closing Date and Time: November 4, 2015 12:00 PM (Arizona Time) Estimated Presentation Dates: November 10, 2015 Estimated Date of Award: November 11, 2015</p>

1.1 Company Overview:

3.1.1 Provide a brief history/background for your company.

Benson Security Systems, Inc. (DBA, Benson Systems) has been in business since 1986 and incorporated in 1992. The company is privately held, and is one of the largest, independent system integration companies in the Southwest. We have been providing, installing and servicing card access systems for nearly 30 years and have very well trained project managers and installation teams available.

3.1.2 Do you have an Internet site that City of Holbrook could access and, if so, what information is available online?

Yes, www.TrustBenson.com

On the website we have all of our company information, as well as individual pages on our specific divisions and services. When you become a customer of Benson Systems we can also create a personal web portal where you can submit service tickets when needed.

3.1.3 Describe your company's management structure at the corporate level and at branch locations. If your branches are franchised, please detail the control mechanisms in place from corporate to franchise.

We are a privately held, independent company. The company is owned 100% by Shawn Benson (CEO/Founder.) Mr. Benson manages the company with several Directors in place, a General Manager, Project Managers, and Team Leaders.

3.1.4 Describe your safety and risk management programs.

Benson has our own safety handbook that we leave on site or available at the office whenever needed. Along with that we also have an internal safety manager and a 3rd party that helps us keep up with all OSHA laws and does random weekly job walks to make sure work being done is abiding rules and regulations. Each project manager reviews safety checklist and any necessary training before the start of any job.

City of Holbrook

REQUEST FOR PROPOSAL

(THIS IS NOT AN ORDER)

REQUEST #: RFP-15-0001
DATE ISSUED: 10-12-2015

PAGE 2 OF 5

1.4 Inquiries:

City of Holbrook will answer general questions submitted to rayalley@ci.holbrook.az.us. If appropriate, City of Holbrook may hold a general inquiry teleconference, open to attendance for all potential suppliers. City of Holbrook makes no warranty of any kind as to the correctness of any such answers and uses them to provide minor clarifications rapidly. Such statements or instructions shall not constitute an amendment to the RFP. If City of Holbrook determines that answers to questions about any part of this RFP could result in a material issue or such discovery or question may cause an ambiguity in the responses, a formal amendment to this RFP may be submitted in writing. Otherwise, City of Holbrook reserves the right to negotiate minor exceptions, irregularities, or errors in the RFP and/or the responses. In no event should a supplier contact a department at City of Holbrook, other than as referenced, regarding this RFP and its content. Suppliers are advised that the winning supplier's RFP response may be attached to, and made part of any agreement that City of Holbrook eventually executes. Care should be exercised by all suppliers, to ensure that all answers are those that the supplier is willing to attach to a potential future contract as being proper representations of their capabilities.

1.5 Postponement of Deadline for RFP:

City of Holbrook reserves the right to postpone the date and time announced for receipt of proposals. Such postponement may be made at any time prior to the established date and time for receipt of proposals by notice and addendum to the RFP and to all potential agencies.

1.6 Reservation of Rights:

This is a request for proposal and is in no way to be construed as a commitment on the part of City of Holbrook to purchase products and/or services. Even though the proposal may be rejected, City of Holbrook reserves the right to use any of the concepts or ideas contained therein without incurring any liability. City of Holbrook reserves the absolute right to withdraw this RFP, by written notice or to reject any or all proposals submitted in response to this RFP. City of Holbrook further reserves the right to accept proposals from one or more prospective suppliers. City of Holbrook shall not incur any liability whatsoever by reason of such withdrawal, rejection or acceptance.

1.7 Prime Contractor and Subcontractors:

City of Holbrook reserves the right to accept or reject any subcontractor included in the proposal. The prime contractor and all subcontractors and related services must be clearly identified in the proposal.

1.8 Proposal is Not Proprietary:

All information furnished by any supplier to City of Holbrook under this RFP, or in contemplation of a contract, shall be considered by City of Holbrook to be the supplier's property. All suppliers acknowledge that the information provided in response to this RFP will not be returned, unless requested by the supplier and at the supplier's expense. Unless the information was previously known to City of Holbrook free of obligation to keep it confidential, or has been or is subsequently made public by supplier or an authorized third party, it shall be kept confidential by City of Holbrook. Such information shall be kept confidential by City of Holbrook in evaluation of supplier's proposal, and will not be used for any other purposes except upon such terms as may be agreed upon between supplier and City of Holbrook in writing. If submitting any information considered to be proprietary, it must be submitted in a separate envelope and marked "Proprietary Information". If the Director of Strategic Sourcing and Procurement concurs, this information will not be considered public information. The Director of Strategic Sourcing and Procurement is the final authority as to the extent of materials that is considered proprietary. Pricing information cannot be considered proprietary.

1.9 Conflict of Interest:

Suppliers are to disclose any employee relationships with City of Holbrook and/or any of its subsidiaries that may be perceived as a conflict of interest. Suppliers are also required to disclose the names of any officials or employees of City of Holbrook who have a material financial interest in the supplier's firm. All such disclosure should be submitted with the proposal documents.

1.10 Property Rights:

All responses and accompanying documentation will become the property of City of Holbrook at the time the proposals are opened.

City of Holbrook

REQUEST FOR PROPOSAL

(THIS IS NOT AN ORDER)

REQUEST #: RFP-15-0001
DATE ISSUED: 10-12-2015

PAGE 3 OF 5

1.11 Competency:

Any person, firm, corporation, or association submitting a proposal shall be deemed to have read and understood all the terms, conditions and requirements in this RFP.

1.12 Right to Conduct Discussions:

City of Holbrook reserves the right to conduct discussions with suppliers, to accept revisions of proposals, and to negotiate price changes. During this discussion period, City of Holbrook will not disclose any information derived from proposals submitted by or from discussions with other suppliers.

1.13 Confidentiality:

City of Holbrook will ensure that the date of receipt as well as the content of each individual proposal and presentation remains confidential. It is expected that all information regarding City of Holbrook or any of its wholly owned subsidiaries will remain confidential and not be made available to any party at any time without the exclusive permission of City of Holbrook.

1.14 Use of Trade Names:

Unless specifically stated to the contrary, any manufacturer's names, trade names, brand names or catalog numbers used in the specifications of this RFP are for the purpose of describing and/or establishing the quality, design and performance required. Any such reference is not intended to limit or restrict an offer by any supplier and is included in order to advise the potential supplier of the requirements of City of Holbrook.

1.15 Errors and Omissions:

Should supplier discover any material ambiguity, conflict, discrepancy, omission or other error in this RFP, please immediately notify City of Holbrook in writing of such discovery with a request of modification or clarification of this RFP, and cite the specific paragraph in question. Direct all questions that arise concerning this RFP in writing to City of Holbrook.

1.16 Decline to Offer:

Any supplier who reviews the RFP but declines to make an offer is requested to send a "Decline to Offer" notice to City of Holbrook by the Deadline for Proposals date.

1.17 Protests:

City of Holbrook believes that it can best maintain its reputation for treating suppliers in a fair, honest, and consistent manner by conducting solicitations in good faith and by granting competitors an equal opportunity to win an award. If it is felt that City of Holbrook has fallen short of these goals, a written protest may be submitted and mailed to: Director, Strategic Sourcing & Procurement City of Holbrook, Inc. 465 First Ave, PO Box 970, Holbrook, Az 86025

2

Mandatory Terms and Conditions:

This RFP is not intended to constitute an offer or binding agreement to negotiate or consummate a contract between City of Holbrook and any supplier relating to the services proposed, nor is it an agreement to enter into a binding agreement and should not be regarded as imposing any obligation or liability on City of Holbrook. Any legal obligations between the parties shall be noted in an executed contract. The awarded supplier is expected to enter into a standard non-exclusive agreement approved by City of Holbrook. City of Holbrook mandatory agreement terms and conditions are attached hereto. Suppliers must note any changes or exceptions to the mandatory terms and conditions in its proposal. Proposals that are contingent upon any changes to these mandatory contract terms and conditions will be evaluated, in part, based on the noted changes; however, it may be deemed non-responsive and may be rejected.

City of Holbrook

REQUEST FOR PROPOSAL

(THIS IS NOT AN ORDER)

REQUEST #: RFP-15-0001
DATE ISSUED: 10-12-2015

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<p>3</p>	<p>Scope of Work: Intent of this invitation for bids is to obtain the installation services of a qualified contractor to provide the HID Card Readers and locking hardware at sites listed below for the City of Holbrook locations. Must include all power supplies for locking hardware and request to exit devices, the card readers will be powered by the City of Holbrook's system. Include installation of card readers, contacts, REX devices, power supplies and conduit/raceways. These devices will be connected into the City of Holbrook's current system. All connection and programming into the City of Holbrook's system will be performed by the City of Holbrook. All power will be supplied by the City of Holbrook where needed. All sites pertained to this upgrade are listed below. All existing card readers, electronic door hardware and ancillary devices will remain and be part of the new system. Must include all travel hotel and per diem.</p> <p>3.1 HID Card Reader Upgrade:</p> <ul style="list-style-type: none">4.1.1 HID Card4.1.2 Door Locking Hardware/Power supplies w/battery back up4.1.3 Door Position Switch4.1.4 Request to Exit Devices4.1.5 Work with City of Holbrook's IT for any networking4.1.6 Use all existing door hardware4.1.7 Include any wiring or conduit required <p>3.2 Labor Rates:</p> <ul style="list-style-type: none">4.2.1 Please provide all costs for labor. Normal Business Hours (8am-5pm) \$95.00 After Hours (Not Applicable) Holiday/Weekend (Not Applicable)	
<p>4</p>	<p>Supplier References: Supplier must submit a list of customer references, which should include at least three (3) current and/or former clients comparable to City of Holbrook in size, service requirements and operations as well as three (3) current and/or former clients in the For-Profit Service Industry. Please submit references in the following format: Reference Organization: Contact Name and Title: Organization Address: City, State, and Zip: Area Code & Telephone: Facsimile Number: Email or Internet Address:</p> <p>Please see attached sheet.</p> <p>4.1 Please provide references here. If more space is needed provide on a separate sheet:</p>	



CARDLOCK

Proposal: 16295-1-0

Date: 11/2/2015

Prepared For:

Ray Alley

City Manager

City of Holbrook

(928) 524-6225

rayalley@ci.holbrook.az.us

Prepared By:

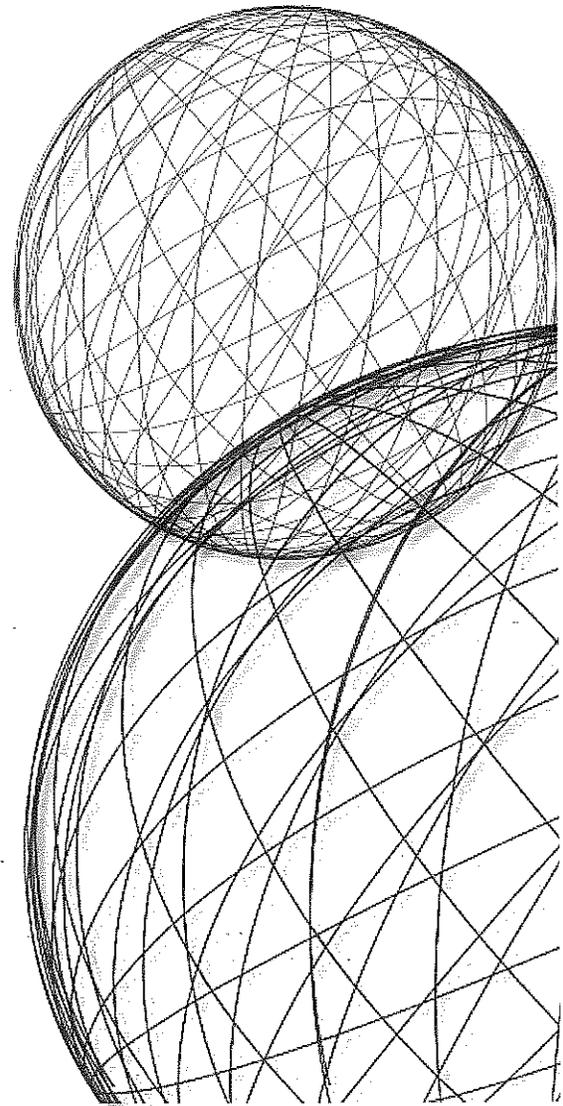
Nick Micatrotto

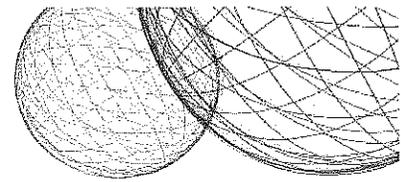
Strategic Account Sales Manager

Benson Systems

(480) 892-8688

nick.micatrotto@bensonsys.com





Scope of Work

Customer Details: City of Holbrook

Site:
455 First Ave, Po Box 970
Holbrook, AZ 86025

Billing:
455 First Ave, Po Box 970
Holbrook, AZ 86025

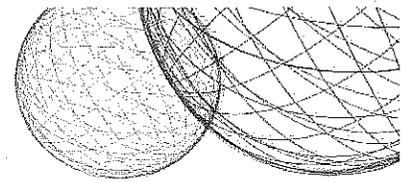
Contact:
Ray Alley
(928) 524-6225
rayalley@ci.holbrook.az.us

Benson Systems will supply and install all listed equipment below per the RFP.

Included will be all the card readers, locks, door contacts, power supplies, conduit and labor. We will work with your IT folks for connections into your existing control system.

All programming of your system will be supplied by others. We will test to assure the card reader and locking functions work.

Included is hotel and per diem and travel. All work is to be performed during normal business hours.



Financial Summary

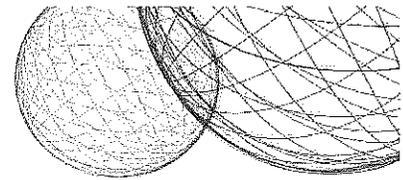
Customer Details: City of Holbrook

Site:
455 First Ave, Po Box 970
Holbrook, AZ 86025

Billing:
455 First Ave, Po Box 970
Holbrook, AZ 86025

Contact:
Ray Alley
(928) 524-6225
rayalley@ci.holbrook.az.us

Access Control					\$46,646.55	
QTY	Manufacturer	Part #	Description		Ext. Price	
27	HID CORP	HU-5395C2100	THINPRX-DESIGNER CVR GREY	\$188.56	\$5,091.12	
23	AMSECO/POTTER	AS-ODC59A	OH DOOR 2 GAP L-BRACKET	\$17.63	\$405.49	
23	BOSCH	DS160	PIR REQUEST TO EXIT SENSOR WITH SOUNDER GRAY	\$82.99	\$1,908.77	
1	HANCHETT ENTRY SYSTEMS (HES)	HE-960010401	9600 12/24 630 COMP STRIKE	\$366.84	\$366.84	
11	HANCHETT ENTRY SYSTEMS (HES)	HE-700010404	7000 24D LBM STRIKE BODY	\$248.20	\$2,730.20	
7	ALARM CONTROLS CORP.	AC-600S	600LB MAGLOCK	\$171.68	\$1,201.76	
7	ALARM CONTROLS CORP.	AC-AM3320	L BRACKET FOR 600S, 600LB	\$35.06	\$245.42	
21	ALTRONIX CORP.	AX-SMP5PMCTX	SMP5PM/CABNT/CMLOCK/XFMR 110V	\$185.13	\$3,887.73	
42	ULTRATECH	IM-1270	12V 7AH BATTERY	\$25.70	\$1,079.40	



Financial Summary

Total Proposal Amount:	\$46,646.55
Deposit Due in Advance:	\$23,323.27
Balance Due Upon Completion:	\$23,323.28

All products and services provided by BENSON SYSTEMS are subject to BENSON SYSTEMS standard terms and conditions which can be found at www.bensonsys.com/legal. Any additional or different terms set forth by Customer, whether in Customer's purchase order or another communication, are expressly objected to and will not be binding on BENSON SYSTEMS unless agreed to in writing by an authorized representative of BENSON SYSTEMS.

Approval

Benson Systems

Submitted by:

Nick Micatrotto

Name

Signature Date

Strategic Account Sales Manager

Title

City of Holbrook

Approved by:

Ray Alley

Name

Signature Date

City Manager

Title

Supplier References

Maricopa County - Facility Management

401 West Jefferson Street
Phoenix, AZ 85003-2115
Gloria D’Romero
P: (602) 506-5230
F: (602) 506-1556
FMD-AccountsPayable@mail.maricopa.gov

Coconino County – Facilities Management

2500 North Fort Valley Road, Bldg. 2
Flagstaff, AZ 86001-1287
Tonya Pitcher
P: (928) 606-0500
F: (928) 679-7120
tpitcher@coconino.az.gov

City of Glendale

7942 West Bell Road, C-5 #624
Glendale, AZ 85308
Ron Gouger
O: (623) 930-2000
C: (623) 930-2647
ron.gouger@glendaleaz.com

Harrington Industrial Plastics

14480 Yorba Avenue
Chino, CA 91710
David Arnold
(909) 597-8641
(909)597-9826
darnold@hipco.com

City of Holbrook

REQUEST FOR PROPOSAL

(THIS IS NOT AN ORDER)

REQUEST #: RFP-15-0001
DATE ISSUED: 10-12-2015

PAGE 5 OF 5

4.2 Site Locations:

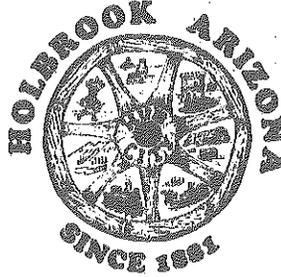
Building Name	City	State	Zip Code
Maintenance Shop	Holbrook	AZ	86025
Water Shop	Holbrook	AZ	86025
Public Works	Holbrook	AZ	860258
Street Shop	Holbrook	AZ	86025
City Hall	Holbrook	AZ	86025
Waste Water	Holbrook	AZ	86025
Romero	Holbrook	AZ	86025
Vista	Holbrook	AZ	86025
Well 3	Holbrook	AZ	86025
Well 5	Holbrook	AZ	86025
Well 7	Holbrook	AZ	86025
Well 4	Holbrook	AZ	86025
Booster	Holbrook	AZ	86025
Sun Valley S	Holbrook	AZ	86025
Sun Valley N	Holbrook	AZ	86025
Sun Valley Well	Holbrook	AZ	86025
Police Dept	Holbrook	AZ	86025
Elevated Tank	Holbrook	AZ	86025

TERMS AND CONDITIONS: Proposal should include name of company, contact person name and title, address, phone number, email address, fax number, and date of proposal.

Proposal must be inclusive of ALL associated costs.

465 First Avenue
P.O. Box 970
Holbrook, AZ 86025

CITY OF HOLBROOK



Telephone: (928) 524-6225
Fax: (928) 524-2159
holbrookcity@ci.holbrook.az.us

Bid Results
REQUEST FOR BIDS
Golf Course Restaurant October 29, 2015
10:00 a.m.

Present for opening:

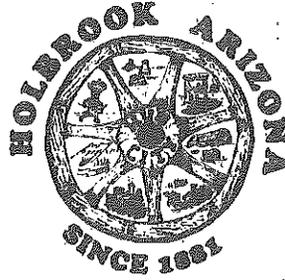
Ray Alley, City Manager
Cher Reyes, City Clerk

One bid received:

Jennifer and Rhonda Dobell 20% of profits

465 First Avenue
P.O. Box 970
Holbrook, AZ 86025

CITY OF HOLBROOK



Telephone: (928) 524-6225
Fax: (928) 524-2159
holbrookcity@ci.holbrook.az.us

REQUEST FOR BIDS

The City of Holbrook is accepting sealed bids for the lease of the Hidden Cove Golf Course Restaurant. The City of Holbrook does not currently hold a liquor license for the Clubhouse. The Golf Course is open approximately 350 days per year.

Proposals must be received by October 29, 2015 by 10 a.m. at City Hall, 465 1st Avenue, Holbrook, Arizona and must be marked "CLUBHOUSE". The City of Holbrook reserves the right to accept or reject any or all proposals, or any part or parts of any or all proposals. In making an award, the City of Holbrook reserves the right to consider all elements entering into the question determining the ability of the Bidder to supply the required items in a good and timely manner.

It is anticipated that the Holbrook City Council will make an award or reject all proposals November 10, 2015, 6:00 p.m. at the Holbrook City Hall. However, the City of Holbrook, at its discretion, may postpone said action for such time as the Holbrook City Council may designate.

For further information contact Cher Reyes, City Clerk at 928-524-6225 or cher@ci.holbrook.az.us

SEALED BID SUBMITTAL FORM

Property: **Hidden Cove Golf Course Clubhouse Restaurant**

Bid Submitted By:

Company: N/A at this time

Principal(s): Rhonda DoBell and Jennifer DoBell

Contact: Phone: 928-524-2628 or 602-430-4404

Bid Due Date: October 29th 2015

Identify below the offer price and any contingencies or other issues pertinent to your bid.

I. Lease Offer Terms

Lease Offer: 20% of profits (When in operation)

Contingencies/Other: As of today there are no regularly scheduled tournaments at the course. That is first thing we want to work on so the restaurant can be profitable. The initial short term plan is to only be open for tournaments and special events. The long term goal will be to have the restaurant open every weekend (or more) once an established season and interest is established.

II.If Financial Contingency

Please provide detailed information of your financial contingency.

The 20% will be paid after every event when the restaurant is open and utilized. The expectation is slow growth at the beginning. Because there are no tournaments scheduled for winter months we don't have an accurate schedule. The plan is to work with the Men's Association on planning the 2016 season schedule for the Hidden Cove Golf Course.

III. Goal

Other: The goal is to work closely with the Men's Association at the golf course and host a consistent amount of tournaments for the coming 2016 season. The hope is to bring the golf course back to life and bring in revenue and excitement to the Holbrook course. The goal would be to creating positive publicity through tournaments and social media pages. All of the details including schedule of events will be submitted to the city. Another item we would like to work on if possible would be trying to reestablish the liquor license that was once at the clubhouse.

SUBMITTED THIS 19 DAY OF October, 2015:

Jennifer DoBell
Name

Rhonda DoBell
Name

Principals of bid
Title

POSITION DESCRIPTION

Class Title: Recreation Director
Department: Recreation
Date: November 10, 2015

Range: 52

GENERAL PURPOSE:

Performs a variety of complex professional and administrative work in planning, developing, scheduling and directing recreation facilities maintenance and year-round, city-wide recreation program.

SUPERVISION:

Works under the broad policy guidance and direction of the City Manager.

SUPERVISION EXERCISED

Exercise administrative direction over Recreation, part-time, contracted or season personnel either directly or through subordinate supervisors.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Manages and Supervises assigned operation to achieve goals within available resources; plans and organizes workloads and staff assignments; trains, motivates and evaluates assigned staff; reviews progress and directs changes as needed.

Provides leadership and direction in the development of short and long range plans; gathers, interprets, and prepares data for studies, reports and recommendations; coordinates department activities with other departments and agencies as needed.

Provides professional advice to supervisor; makes presentations to supervisor, boards, commission, civic groups and the general public.

Communicates official plans, policies and procedures to staff and the general public.

Assures that assigned areas of responsibility are preformed within budget; performs cost control activities, monitors revenues and expenditures in assigned areas to assure sound fiscal control; prepares annual budget requests; assures effective and efficient use of budgeted funds, personnel, materials, facilities and time.

Determines work procedures, prepares work schedules, and expedites workflow; studies and standardizes procedures to improve efficiency and effectiveness of operations.

Issues written and oral instructions; assigns duties and examines work or exactness, neatness, and conformance to policies and procedures.

Maintains harmony among workers and resolves grievances. Performs or assists subordinates in performing duties; adjusts errors and complaints.

Prepares a variety of studies, reports and related information for decision-making purposes.

Plans, coordinates, promotes and directs a diversified year round, city-wide recreation program including the management of the community building and fitness center and various fields, parks and open spaces.

Coordinates the recreation program with the parks program, other city departments, and outside organizations such as the school districts and various community-based organizations.

Reviews program areas, implements changes or new programs to meet recreational needs of the community, develops, maintains and implements a current recreation master plan.

Develops and implements policies, procedures and standards for efficient and effective operation and maintenance of department operations. Assures compliance with establish policies and procedures.

Promotes interest in parks and recreation programs through publicity, joint program brochures with various community groups, and public contacts; speaks before citizens groups, students and other organizations.

Prepares and administers budget for all areas under the recreation department; orders all new and replacement equipment.

Prepares a variety of reports and maintains necessary operating records.

Maintains liaison with other departments as well as state, local and other public officials.

Supervises and manages the planning of new recreation programs and all the amenities that would be necessary for the operation of these programs.

Prepares and administers grant application for recreation projects.

Oversees the operation of all parks fields and recreation facilities.

Performs a variety of miscellaneous duties such as answering phone, running errands, picking up supplies needed for activities, making arrangements for rental and use of the Community Building and other facilities, setting up tables and chairs for classes, etc.

Must be available to work some evenings, weekends and holidays.

PERIPHERAL DUTIES

Serves as a member of various city employee committees as assigned.

Assist Staff in the performance of their duties as required.

DESIRED MINIMUM QUALIFICATIONS:

- High School diploma or equivalent
- Two years progressive supervisory skills in parks and recreation programs.
- Any equivalent combination of education and experience.
- First Aid and CPR Certification preferred.
- Municipal swimming pool operation experience preferred.

Necessary knowledge, skills and abilities:

- (A) Working knowledge of the principles and practices of modern parks and recreation programs. Thorough knowledge of equipment and facilities required in a comprehensive park and recreation program. Extensive knowledge of the principles and practices of maintenance, construction and use of public buildings and park facilities. Considerable knowledge of community recreation needs and resources. Working knowledge of the principles and practices of office management, work organization and supervision.
- (B) Skill in operation of listed tools and equipment.
- (C) Ability to plan, organize, coordinate and implement a comprehensive community park and recreation program; Ability to coordinate, analyze, and utilize a variety of reports and records; Ability to communicate effectively, verbally and in writing; ability to establish and maintain effective working relationships with employees, supervisors, other agencies and the public.

SPECIAL REQUIREMENTS

Valid State driver's license or ability to obtain one.

TOOLS AND EQUIPMENT USED

Personal computer, including word processing software; calculator, copy and fax machine; phone; automobile.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts or in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes, toxic or caustic chemicals.

The noise level in the work environment is usually quiet while in the office, or moderately noisy when in the field.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

RESOLUTION 14-13
(for Non-Federal Entity Project Sponsors ONLY)

Resolution No. 14-13
RESOLUTION OF THE City of Holbrook

APPROVING THE APPLICATION FOR A RECREATIONAL TRAILS PROGRAM
GRANT

Hidden Cove Park
(Name of Project)

WHEREAS, the Congress of the United States has authorized the Recreational Trails Program (RTP) as a federal-aid assistance program to help states provide and maintain recreational trails for motorized and non-motorized recreational use and these funds are available to eligible project sponsors for acquiring lands and developing facilities for public purposes; and

WHEREAS, Arizona State Parks Board (BOARD) is responsible for the administration of the Recreational Trails Program within the State, setting up necessary rules and procedures governing application by eligible project sponsors under the program; and

WHEREAS, said adopted procedures established by the BOARD require the project sponsor to certify by resolution the approval of applications, signature authorization, the availability of local matching funds (if applicable), and authorization to sign a Project Agreement with the BOARD prior to submission of said applications to the BOARD; and

NOW, THEREFORE, BE IT RESOLVED THAT CITY OF HOLBROOK AND THE HOLBROOK CITY COUNCIL hereby:

1. Approves the filing of an application for Recreational Trails Program assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of The City of Holbrook and the City Council for non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the BOARD as a part of the application process; and
4. Certifies that the City of Holbrook will comply with all appropriate ~~state and federal~~ regulations, policies, guidelines, and requirements as they ~~relate~~ to the application; and

ESTIMATED PROJECT COST SHEET

HIDDEN COVE PARK

Project Title: _____

DEVELOPMENT / EQUIPMENT PROJECT COSTS				
SCOPE ITEM	CASH / IN-KIND MATCH	VALUE OF DONATION	REQUESTED GRANT AMOUNT	TOTAL ITEM COST
1A Renovation and Maintenance	\$650 in-kind	\$405	\$1,300	\$2,355
2A Mitigate and Restore Damage	\$1,000 (cash Holbrook) \$1,160 in-kind	\$3,500 (RTCA)	\$17,300	\$22,010
2C Provide and Install Trails Signage	\$310 in-kind		\$52,555	\$52,865
2D Develop Support Facilities	\$500 (cash Holbrook) \$4800 (trash receptacles) \$2000 In-kind		\$7,235	\$14,535
2E Develop/Construct New Trails	\$310 in-kind		\$13,000	\$13,310
TOTAL MATCH & DONATIONS	\$14,635			
TOTAL REQUESTED GRANT FUNDS			\$91,390	
TOTAL DEVELOPMENT / EQUIPMENT COSTS				\$102,075

Total Development/Equipment Costs	+	\$106,025
Total Project Cost	=	\$106,025
Match Amount certified by the Resolution	-	\$14,635
Grant Request	=	\$91,390

Enter the Total Project Cost, Match Amount, and Grant Request on the Certified Grant Application Form.

SCOPE ITEM TIMETABLE

Scope Item	Anticipated Begin Date	Anticipated Completion
Renovation & Maintenance	March 02, 2015	March 06, 2015
Mitigation (replanting)	March 09, 2015	March 11, 2015
Install signs & kiosks	March 11, 2015	March 13, 2015
Develop support facilities	March 02, 2015	June 12, 2015
Construct new trail	March 16 2015	March 31, 2015

IN-KIND MATCH & DONATIONS LIST

Donations must be supported by a letter from the donor identifying the amount and terms of the donation.

ITEM / DONOR	NUMBER OF UNITS	UNIT COST	TOTAL VALUE
1A Seventh Day Adventist Youth Group	22.5 hrs	\$18/hr	\$405
1A City in-kind (trail maintenance workshop)	1	@ \$650	\$650
2A NPS RTCA	80 hrs	\$43.75/hr	\$3,500
2A City (labor)	Cash	\$1,000	\$1,000
2A City in-kind (labor)			\$1,160
2C City in-kind (labor / materials)			\$310
2D City in-kind (trash receptacles)	6	\$800	\$4800
2D City in-kind (labor / materials)	24 hrs	\$41.67/hr	\$2000
2D City cash	Cash	\$500	\$500
2E City in-kind (labor / materials)			\$310
TOTAL	\$14,635		

6 SCOPE ITEM COST BREAKDOWN

SCOPE ITEM: 1A Renovation and Maintenance

COMPONENTS OF SCOPE ITEM	MATERIAL # of Units OR LABOR # of Hours	MATERIAL Unit Cost OR LABOR Hourly Rate	Total Component Cost
Trail renovation – contractor	1 day	\$1300/day	\$1,300
Maintenance workshops – City in-kind labor and materials	1	\$650	\$650
Volunteers – Seventh Day Adventist Youth Group	22.5 hrs	\$18/hr	\$405
TOTAL SCOPE ITEM COST			\$2,355

SCOPE ITEM: 2A Mitigate and Restore Damage

COMPONENTS OF SCOPE ITEM	MATERIAL # of Units OR LABOR # of Hours	MATERIAL Unit Cost OR LABOR Hourly Rate	Total Component Cost
Restoration Plan – NPS RTCA	80	\$43.75/hr	\$3,500
Re-planting – materials	1920 1-gal plants	\$6.25 ea	\$12,000
Re-planting – contractor	3 days	\$6,500/wk	\$3,900
Biologist	30 hrs	\$80	\$2,400
Labor – city in-kind	12hrs 32hrs	@ \$50/hr @ \$30/hr	\$1,160
TOTAL SCOPE ITEM COST			\$22,960



HIDDEN COVE PARK

SMITH'S STREAM

SANDY POINT

UNPAVED



HIDDEN COVE PARK AH: #2

WILDLIFE SANCTUARY

ACQUATIC HABITAT

HIGHEST POINT

RESTROOM

PIPERIAN HABITAT
INTERMITTENT FLOW

PICNIC AREAS
RESTROOM

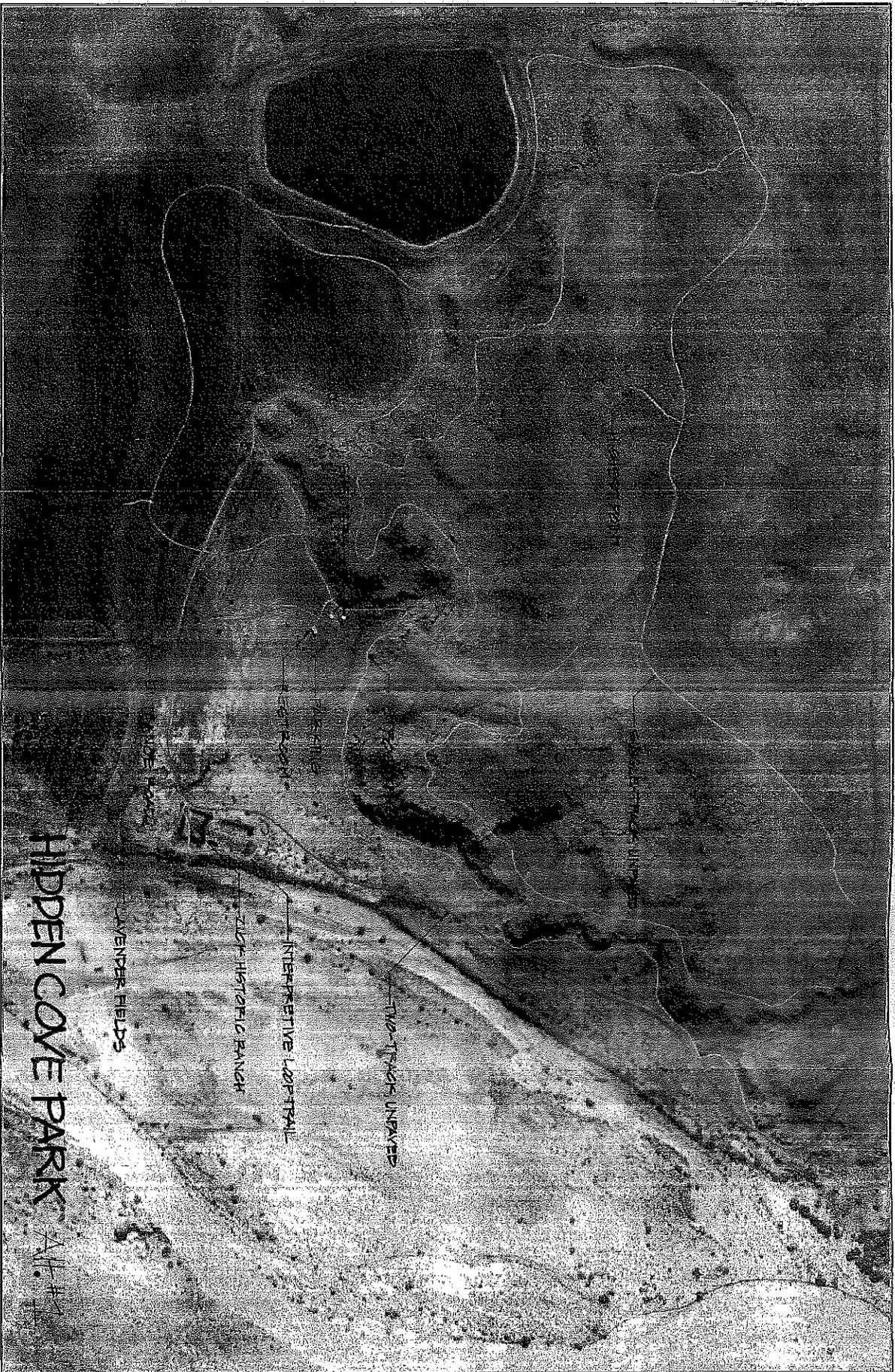
SINGLE-TRACK UNPAVED

ENTRANCE ROAD

ZICK HISTORIC PATCH
DISPERSED PARKING - 4 AREAS

TWO-TRACK UNPAVED

INTERPRETIVE LOOP TRAIL



HIDDEN COVE PARK Alt. #1

TWO-TROOP UNPAVED

INTERPRETIVE LOOP TRAIL

ZILSH HISTORIC RANCH

WENDER FIELDS

Quotation

Order	1-Q07301
Date	10/29/2015
Terms	NET 30
Page	1 Of 1

PRECISION ELECTRIC CO INC
 CORPORATE OFFICE & STORE
 22 E JACKSON STREET
 TUCSON, AZ 85704-2489
 Phone 602-252-2821 Fax 602-257-1497

Bill To:	Ship To:
CITY OF HOLBROOK P.O. BOX 970 HOLBROOK, AZ 86025	CITY OF HOLBROOK 465 N. 1ST AVE HOLBROOK, AZ 86025

Inst #	Salesman	P.O.	Expires	Ship Via	FOB	RTE	Seq
03	FRANK CLUFF		11/28/15	CUST PICK UP	ORIGIN		

Line	Quantity	U/M	W/H	Description	Unit Price	U/M	Extension
REPAIR JOB: 38908							
FLYGT: 10HP,3227.090-0770013 SERIAL:3127.090-9096							
	1	EA	1	MOTOR PARTS AND MATERIAL TO REPAIR	4339.00	EA	4,339.00
WORK SCOPE: DISINFECT AND SANITIZE PUMP, DISASSEMBLE AND INSPECT ALL MECHANICAL FITS AND RECORD, RECONDITION PUMP, ADD NEW PREMIUM BEARINGS, STEAM CLEAN AND BAKE STATOR, REWIND STATOR, VPI AND BAKE STATOR, REPLACE UPPER AND LOWER SEALS, REPLACE ALL O-RINGS, REPLACE MAIN POWER CORD, REPLACE POWER CORD GROMMETS, MACHINE AND FIX SEAL FIT AREA, RE-ASSEMBLE AND PAINT.							
	1	EA	1	LABOR LABOR	2250.00	EA	2,250.00
SUBTOTAL							6,589.00
SALES TAX							360.14
TOTAL							6,949.14

CITY OF HOLBROOK

INVOICE APPROVAL REPORT

BY GL NUMBER WALT'S HARWARE

10/22/2015 THRU 11/04/2015

TOTAL

\$2026.09

Report Criteria:

Invoice.Vendor No = 9700

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
11/4/2015												
WALT'S HARDWARE				9700								
103115	1	Inv	SUPPLIES		10/31/2015 11/04/2015	238.09	0 No		.00		001-004-5026	11/15
103115	2	Inv	SUPPLIES		10/31/2015 11/04/2015	46.89	0 No		.00		006-014-5026	11/15
103115	3	Inv	SUPPLIES		10/31/2015 11/04/2015	360.64	0 No		.00		001-031-5026	11/15
103115	4	Inv	SUPPLIES		10/31/2015 11/04/2015	149.62	0 No		.00		001-040-5026	11/15
103115	5	Inv	SUPPLIES		10/31/2015 11/04/2015	121.71	0 No		.00		001-050-5026	11/15
103115	6	Inv	SUPPLIES		10/31/2015 11/04/2015	261.83	0 No		.00		001-060-5026	11/15
103115	7	Inv	SUPPLIES		10/31/2015 11/04/2015	12.26	0 No		.00		001-084-5026	11/15
103115	8	Inv	SUPPLIES		10/31/2015 11/04/2015	45.54	0 No		.00		001-085-5026	11/15
103115	9	Inv	SUPPLIES		10/31/2015 11/04/2015	126.63	0 No		.00		007-087-5026	11/15
103115	10	Inv	SUPPLIES		10/31/2015 11/04/2015	397.49	0 No		.00		002-091-5026	11/15
103115	11	Inv	SUPPLIES		10/31/2015 11/04/2015	245.77	0 No		.00		002-092-5026	11/15
103115	12	Inv	SUPPLIES		10/31/2015 11/04/2015	19.62	0 No		.00		001-031-5026	11/15
Total 103115						2,026.09						
Total 9700						2,026.09						
Total 11/4/2015						2,026.09						

11/04/2015 GL Period Summary

GL Period	Amount
11/15	2,026.09
	<u>2,026.09</u>
Grand Total:	<u>2,026.09</u>

Report GL Period Summary

GL Period	Amount
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CITY OF HOLBROOK

INVOICE APPROVAL REPORT

**BY GL NUMBER HOLBROOK
TRIBUNE**

10/22/2015 THRU 11/04/2015

TOTAL \$77.26

Report Criteria:

Invoice.Vendor No = 6240

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
10/28/2015												
HOLBROOK TRIBUNE NEWS			6240									
127976	1	Inv Bids			10/21/2015	17.88	0		.00			10/15
					10/28/2015		No				001-004-5044	
Total 10/28/2015						17.88						

10/28/2015 GL Period Summary

GL Period	Amount
10/15	17.88
	17.88

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
11/4/2015												
127991	1	Inv	Bids		10/30/2015 11/04/2015	28.13	0 No		.00		001-004-5044	11/15
127992	1	Inv	PUBLIC NOTICE		10/30/2015 11/04/2015	31.25	0 No		.00		001-004-5044	11/15
Total 6240						59.38						
Total 11/4/2015						59.38						

11/04/2015 GL Period Summary

GL Period	Amount
11/15	59.38
	59.38
Grand Total:	77.26

Report GL Period Summary

GL Period	Amount
10/15	17.88
11/15	59.38
	77.26

Vendor Number Hash: 18720
 Vendor Number Hash - Split: 18720
 Total Number of Invoices: 3
 Total Number of Transactions: 3

TC	Terms Description	Invoice Amt	Discount Amt	Net Inv Amt
0	Open Terms	77.26	.00	77.26
		77.26	.00	77.26

Report Criteria:
 Invoice.Vendor No = 6240