



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

AGENDA

REGULAR CITY COUNCIL MEETING

NOVEMBER 22, 2011

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.

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) PUBLIC HEARING:
  - A. Fee increases at the Hidden Cove Golf Course.(pg 3)
- 6) 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.
- 7) CONSENT AGENDA
  - A. Claims/payment approval for November 3, 2011 thru November 16, 2011: Documentation for claims is available at City Hall. (pg 5)
  - B. Minutes of the regular meeting held on November 8, 2011. (pg 30)
  - C. Minutes of the special meeting held on March 1, 2011. (pg 40)
- 8) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$ 2518.08 (pg 50 )

9) REPORTS:

**Mayor:**  
**Council Members:**  
**Manager:**

10) OLD BUSINESS:

11) NEW BUSINESS:

- A. Discussion/possible action regarding agreement with Lena Alley for Zumba Instruction at the Holbrook Fitness Center Building-City Clerk Reyes (pg 54)
- B. Discussion/possible action regarding renewal of agreement with Olivia Gonzales for Massage Therapy at the Holbrook Fitness Center Building-City Clerk Reyes (pg 56)
- C. Discussion/possible action regarding possible cancellation of December 27, 2011 Regular Council meeting due to Holidays.
- D. Discussion/possible action regarding scheduling of Manager Alley's annual review-City Clerk Reyes
- E. Resolution 11-10, amending the fees for users of the City's Hidden Cove Golf Course-Manager Alley. (pg 57)
- F. Resolution 11-13, calling upon the State Legislature no to further reduce the Highway User Revenue Fund Allocations to Arizona Cities and Towns. (pg 59)
- G. Discussion/possible action regarding Memorandum of Understanding with the City of Flagstaff, City of Winslow, Coconino County, and Navajo County for Brownfields Assessment-Manager Alley.(pg 60)

12) EXECUTIVE SESSION:

- A. Per 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.

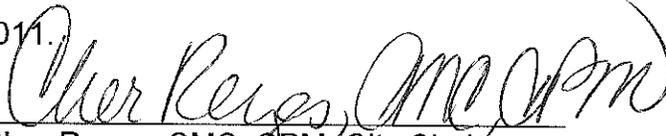
13) POST EXECUTIVE SESSION:

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.

15) ADJOURNMENT:

Dated this 15th day of November 2011.

  
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.

## Existing Rates Vs. Recommendations for All Users at the Municipal Golf Course

### Greens Fees and Cart Prices

<u>Item</u>	<u>Existing Rates</u>	<u>Recommendation*</u>
9 Holes Greens Fees	\$5.00	\$5.00
9 Holes Greens Fees and Cart	\$10.00	\$15.00
9 Holes Cart Only	\$5.00	\$10.00
18 Holes Greens Fees	\$10.00	\$10.00
18 Holes Greens Fees and Cart	\$20.00	\$30.00
18 Holes Cart Only	\$10.00	\$20.00

\* Public Hearing Scheduled for November 22nd, 2011 after which will be 1st reading

\* Rates would go into affect December 22nd, 2011

**CITY OF HOLBROOK**

**INVOICE APPROVAL REPORT**

**BY GL NUMBER EXCLUDING  
WALT'S HARDWARE**

11/03/2011 THRU 11/16/11

**TOTAL** **\$231,553.36**

Report Criteria:

Invoice.Vendor No = 1-9699

Invoice No	Seq	Vendor Name Type	Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
<b>11/3/2011</b>												
BRADCO				2590								
170967	1	Inv	FUEL		11/01/2011	1,143.50	0		.00			11/11
					11/23/2011		No			001-040-5027		
GALLS INCORPORATED				5270								
5287993	1	Inv	LIGHTS FOR CAR		10/12/2011	935.29	0		.00			11/11
					11/23/2011		No			001-050-5024		
HOLBROOK TRIBUNE NEWS				6240								
118378	1	Inv	ADVERTISEMENT		10/26/2011	33.28	0		.00			11/11
					11/23/2011		No			001-004-5044		
CARQUEST AUTO PARTS				2440								
10312011	1	Inv	PARTS		10/31/2011	1,101.38	4	11/15/2011	22.03			11/11
					11/23/2011		No			001-040-5024		
10312011	2	Inv	PARTS		10/31/2011	391.78	4	11/15/2011	7.84			11/11
					11/23/2011		No			002-090-5024		
10312011	3	Inv	PARTS		10/31/2011	795.72	4	11/15/2011	15.91			11/11
					11/23/2011		No			002-091-5024		
10312011	4	Inv	PARTS		10/31/2011	6.58	4	11/15/2011	.00			11/11
					11/23/2011		No			001-093-5024		
10312011	5	Inv	PARTS		10/31/2011	172.44	4	11/15/2011	3.45			11/11
					11/23/2011		No			001-085-5021		
10312011	6	Inv	PARTS		10/31/2011	9.46	4	11/15/2011	.00			11/11
					11/23/2011		No			001-084-5023		
10312011	7	Inv	PARTS		10/31/2011	59.85	4	11/15/2011	.00			11/11
					11/23/2011		No			001-060-5024		
10312011	8	Inv	PARTS		10/31/2011	101.23	4	11/15/2011	.00			11/11
					11/23/2011		No			007-087-5024		
10312011	9	Inv	PARTS		10/31/2011	94.68	4	11/15/2011	1.89			11/11
					11/23/2011		No			001-050-5024		
10312011	10	Inv	PARTS		10/31/2011	148.44	4	11/15/2011	.00			11/11
					11/23/2011		No			002-092-5024		
Total 10312011						2,881.56						
Total 2440						2,881.56						
ECKRIGHT, EBERLE				4753								
47787	1	Inv	REPAIRS		11/01/2011	60.00	0		.00			11/11
					11/09/2011		Yes			002-091-5049		
ROUTE 66 LUMBER & HARDWARE				650								
10312011	1	Inv	SUPPLIES		10/31/2011	25.33	0		.00			11/11
					11/09/2011		No			002-092-5026		
10312011	2	Inv	SUPPLIES		10/31/2011	77.00	0		.00			11/11
					11/09/2011		No			001-031-5026		
10312011	3	Inv	SUPPLIES		10/31/2011	19.07	0		.00			11/11
					11/09/2011		No			007-087-5026		
10312011	4	Inv	SUPPLIES		10/31/2011	130.15	0		.00			11/11
					11/09/2011		No			001-031-5052		

R Column: Y = Recurring Payment

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
Total 10312011						251.55						
Total 650						251.55						
DANA KEPNER CO.				4071								
4617152-00	1	Inv	SUPPLIES		10/28/2011 11/23/2011	966.41	1 No		.00		11/11 002-091-5026	
Total 11/3/2011						6,271.59						

11/03/2011 GL Period Summary

GL Period	Amount
11/11	6,271.59
	<u>6,271.59</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
<b>11/4/2011</b>											
AUTO SAFETY HOUSE			1571								
3213060003	1	Inv	PARTS/REPAIRS	11/02/2011 11/23/2011	70.65	2 No		.00		001-085-5024	11/11
ARIZONA STATE TREASURER			1380								
OCT2011	1	Inv	FARE 0107	11/04/2011 11/09/2011	745.17	0 No		.00		001-000-4710	11/11
OCT2011	2	Inv	FINES	11/04/2011 11/09/2011	3,050.78	0 No		.00		001-000-4710	11/11
Total OCT2011					3,795.95						
Total 1380					3,795.95						
NAVAJO COUNTY TREASURER			8750								
OCT2011	1	Inv	2011 ADD'L ASSESSMENT	10/31/2011 11/09/2011	18.12	0 No		.00		001-000-4710	11/11
Total 11/4/2011					3,884.72						

11/04/2011 GL Period Summary

GL Period	Amount
11/11	3,884.72
	<u>3,884.72</u>

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
<b>11/7/2011</b>												
CHOLLA READY MIX, INC.				3310								
15729	1	Inv	HAULING		11/07/2011 11/09/2011	4,420.00	0 No		.00			11/11 007-087-5026
AZ WASTEWATER IND				2060								
26399	1	Inv	REPAIRS		10/25/2011 11/23/2011	334.66	0 No		.00			11/11 002-092-5026
NAVAJO COUNTY FINANCE				8690								
12-00000015	1	Inv	CONSULTANT FEES		11/07/2011 11/09/2011	4,544.08	0 No		.00			11/11 001-050-5049
FUTURE TIRE, INC.				5241								
W22450	1	Inv	REPAIRS		11/04/2011 11/23/2011	35.00	2 No		.00			11/11 002-090-5024
W22449	1	Inv	TIRES		11/04/2011 11/23/2011	500.87	2 No		.00			11/11 007-087-5024
W22456	1	Inv	REPAIRS		11/04/2011 11/23/2011	10.00	2 No		.00			11/11 001-031-5024
Total 5241						545.87						
HOLBROOK TRIBUNE NEWS				6240								
118442	1	Inv	ADVERTISEMENT		10/31/2011 11/23/2011	189.00	0 No		.00			11/11 001-001-5044
WASTE MGT / PAINTED DESERT L/F				9430								
10496-0462-0	1	Inv	LANDFILL FEES		11/01/2011 11/09/2011	10,564.36	0 No		.00			11/11 002-090-5049
UNISOURCE ENERGY SERVICES				3380								
11-02-2011	1	Inv	UTILITIES		11/02/2011 11/09/2011	20.22	0 No		.00			11/11 001-004-5048
11-02-2011	2	Inv	UTILITIES		11/02/2011 11/09/2011	122.01	0 No		.00			11/11 001-099-5048
11-02-2011	3	Inv	UTILITIES		11/02/2011 11/09/2011	36.67	0 No		.00			11/11 001-031-5048
11-02-2011	4	Inv	UTILITIES		11/02/2011 11/09/2011	55.96	0 No		.00			11/11 002-090-5048
11-02-2011	5	Inv	UTILITIES		11/02/2011 11/09/2011	19.12	0 No		.00			11/11 001-060-5048
Total 11-02-2011						253.98						
Total 3380						253.98						
AMERIGAS - HOLBROOK				920								
051-322140A	1	Inv	UTILITIES		10/31/2011 11/09/2011	2,408.32	2 No		.00			11/11 001-040-5048
BORDER CONSTRUCTION SPECIALTIE				2540								
INV-3663870	1	Inv	SUPPLIES		11/02/2011 11/23/2011	401.95	0 No		.00			11/11 007-087-5026

Vendor Name			Vendor No		Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
Invoice No	Seq	Type	Description Inventory No	Inv Date Due Date							
Total 11/7/2011					23,662.22						

11/07/2011 GL Period Summary

GL Period	Amount
11/11	23,662.22
	<u>23,662.22</u>

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
<b>11/8/2011</b>												
BRADCO												
				2590								
171390	1	Inv	DRUMS		11/08/2011	264.24	0		.00			11/11
					11/23/2011		No			001-093-5029		
FRONTIER COMM TELE												
				3350								
11012011	1	Inv	UTILITIES		11/01/2011	144.27	0		.00			11/11
					11/09/2011		No			002-091-5048		
11012011	2	Inv	UTILITIES		11/01/2011	152.14	0		.00			11/11
					11/09/2011		No			001-060-5048		
11012011	3	Inv	UTILITIES		11/01/2011	1,203.13	0		.00			11/11
					11/09/2011		No			001-050-5048		
11012011	4	Inv	UTILITIES		11/01/2011	133.42	0		.00			11/11
					11/09/2011		No			001-084-5048		
11012011	5	Inv	UTILITIES		11/01/2011	151.42	0		.00			11/11
					11/09/2011		No			001-085-5048		
11012011	6	Inv	UTILITIES		11/01/2011	238.33	0		.00			11/11
					11/09/2011		No			001-093-5048		
11012011	7	Inv	UTILITIES		11/01/2011	545.83	0		.00			11/11
					11/09/2011		No			002-092-5048		
11012011	8	Inv	UTILITIES		11/01/2011	115.06	0		.00			11/11
					11/09/2011		No			001-020-5048		
11012011	9	Inv	UTILITIES		11/01/2011	162.83	0		.00			11/11
					11/09/2011		No			001-040-5048		
11012011	10	Inv	UTILITIES		11/01/2011	629.45	0		.00			11/11
					11/09/2011		No			002-090-5048		
Total 11012011						3,475.88						
Total 3350						3,475.88						
IKON OFFICE SOLUTIONS												
				6510								
5021237999	1	Inv	MAINT CONTRACT		11/01/2011	62.85	0		.00			11/11
					11/23/2011		No			001-050-5047		
REYES, CHERYL RAYE												
				3290								
11082011	1	Inv	CAFETERAI		11/08/2011	132.00	0		.00			11/11
					11/09/2011		No			099-0002522		
GALLS INCORPORATED												
				5270								
511695655	1	Inv	PARTS		10/17/2011	102.03	0		.00			11/11
					11/23/2011		No			001-050-5024		
ARIZONA DEPT OF REVENUE												
				1230								
2011	1	Inv	UNCLAIMED PROPERTY		11/07/2011	158.87	0		.00			11/11
					11/09/2011		No			002-0001361		
Total 11/8/2011						4,195.87						

11/08/2011 GL Period Summary

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<u>GL Period</u>	<u>Amount</u>
11/11	4,195.87
	<u>4,195.87</u>

Invoice No	Seq	Vendor Name Type	Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
<b>11/9/2011</b>												
HOLBROOK VOL FIRE DEPT				6260								
200583	1	Inv	RETIREMENT		11/05/2011	1,916.59	0		.00		11/11	Y
					11/05/2011		No			001-060-5015		
200583	2	Inv	UNIFORMS		11/05/2011	3,343.24	0		.00		11/11	Y
					11/05/2011		No			001-060-5023		
Total 200583						5,259.83						
Total 6260						5,259.83						
ECKRIGHT, EBERLE				4753								
47796	1	Inv	REPAIRS		11/08/2011	120.00	0		.00		11/11	
					11/16/2011		Yes			002-091-5049		
Total 11/9/2011						5,379.83						

11/09/2011 GL Period Summary

GL Period	Amount
11/11	5,379.83
	<u>5,379.83</u>

Vendor Name		Vendor No		Inv Date	Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per	R
Invoice No	Seq Type	Description	Inventory No								
<b>11/10/2011</b>											
NAVAJO COUNTY RECORDER		8730									
136604	1 Inv	RECORD FEE'S		11/08/2011	12.00	0		.00			11/11
				11/23/2011		No			001-005-5060		
BETTER COMMUNICATIONS CO		2430									
10296	1 Inv	BATTERIES		10/17/2011	102.37	0		.00			11/11
				11/23/2011		No			001-060-5026		
FUTURE TIRE, INC.		5241									
W22489	1 Inv	TIRES		11/10/2011	156.34	2		.00			11/11
				11/23/2011		No			001-084-5024		
H&C STARTER		5740									
77655B	1 Inv	BATTERIES		11/08/2011	213.06	0		.00			11/11
				11/23/2011		No			002-091-5024		
BRADCO		2590									
171425	1 Inv	DRUM DEPOSIT		11/09/2011	91.95	0		.00			11/11
				11/23/2011		No			001-040-5027		
Total 11/10/2011					575.72						

11/10/2011 GL Period Summary

GL Period	Amount
11/11	575.72
	<u>575.72</u>

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
<b>11/14/2011</b>												
MOHAVE ENVIRONMENTAL LAB				8270								
56794	1	Inv	TESTING		10/26/2011 11/23/2011	980.00	0 No		.00		11/11 002-092-5041	
JAQUEZ, JUAN				6911								
261	1	Inv	GUTTERS		11/15/2011 11/23/2011	450.00	2 Yes		.00		11/11 001-031-5058	
Total 11/14/2011						<u>1,430.00</u>						

11/14/2011 GL Period Summary

GL Period	Amount
11/11	1,430.00
	<u>1,430.00</u>

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
<b>11/15/2011</b>												
BRADCO				2590								
170413	2	Inv	FUEL		10/15/2011	6,600.03	0		.00			11/11
					10/26/2011		No			001-050-5027		
170413	3	Inv	FUEL		10/15/2011	117.45	0		.00			11/11
					10/26/2011		No			001-004-5027		
170413	4	Inv	FUEL		10/15/2011	44.57	0		.00			11/11
					10/26/2011		No			001-005-5027		
170413	5	Inv	FUEL		10/15/2011	632.88	0		.00			11/11
					10/26/2011		No			001-031-5027		
170413	6	Inv	FUEL		10/15/2011	60.19	0		.00			11/11
					10/26/2011		No			001-040-5027		
170413	7	Inv	FUEL		10/15/2011	4,319.92	0		.00			11/11
					10/26/2011		No			001-050-5027		
170413	8	Inv	FUEL		10/15/2011	371.99	0		.00			11/11
					10/26/2011		No			001-060-5027		
170413	9	Inv	FUEL		10/15/2011	658.40	0		.00			11/11
					10/26/2011		No			001-084-5027		
170413	10	Inv	FUEL		10/15/2011	284.99	0		.00			11/11
					10/26/2011		No			001-085-5027		
170413	11	Inv	FUEL		10/15/2011	3,382.21	0		.00			11/11
					10/26/2011		No			007-087-5027		
170413	12	Inv	FUEL		10/15/2011	2,739.41	0		.00			11/11
					10/26/2011		No			002-090-5027		
170413	13	Inv	FUEL		10/15/2011	1,348.68	0		.00			11/11
					10/26/2011		No			002-091-5027		
170413	14	Inv	FUEL		10/15/2011	77.20	0		.00			11/11
					10/26/2011		No			002-092-5027		
Total 170413						7,437.86						
Total 2590						7,437.86						
<b>UNISOURCE ENERGY SERVICES 3380</b>												
11-10-2011	1	Inv	UTILITIES		11/10/2011	84.85	0		.00			11/11
					11/16/2011		No			001-060-5048		
11-10-11	1	Inv	UTILITIES		11/10/2011	129.92	0		.00			11/11
					11/16/2011		No			002-090-5048		
11-10-2011	2	Inv	UTILITIES		11/10/2011	17.42	0		.00			11/11
					11/16/2011		No			007-087-5048		
Total 3380						232.19						
<b>AIR PETRO CORP. 525</b>												
1092488-IN	1	Inv	RESALE FUEL		11/08/2011	38,304.15	2		.00			11/11
					11/23/2011		No			001-093-5029		
<b>BETTER COMMUNICATIONS CO 2430</b>												
10280	1	Inv	BATTERIES		09/15/2011	422.57	0		.00			11/11
					11/23/2011		No			001-050-5026		
<b>MOHAVE ENVIRONMENTAL LAB 8270</b>												
56858	1	Inv	TESTING		11/01/2011	160.00	0		.00			11/11
					11/23/2011		No			002-091-5041		

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
HOLBROOK TRIBUNE NEWS				6240								
118510	1	Inv	ADVERTISEMENT		11/02/2011 11/23/2011	17.33	0 No		.00		001-005-5044	11/11
BRADCO				2590								
171607	1	Inv	SOLVENT		11/15/2011 11/23/2011	135.29	0 No		.00		001-040-5026	11/11
HOLBROOK TRIBUNE NEWS				6240								
118511	1	Inv	ADVERTISEMENT		11/02/2011 11/23/2011	37.80	0 No		.00		001-005-5044	11/11
GRAINGER				5580								
9674631248	1	Inv	PARTS		11/01/2011 11/23/2011	216.08	0 No		.00		002-091-5026	11/11
EMPIRE MACHINERY				4710								
FR00080019	1	Inv	PARTS		09/30/2011 11/23/2011	495.71	0 No		.00		002-090-5024	11/11
AMERIGAS - HOLBROOK				920								
051-322560A	1	Inv	UTILITIES		11/04/2011 11/16/2011	45.82	2 No		.00		001-040-5048	11/11
UNISOURCE ENERGY SERVICES				3380								
11082011	1	Inv	UTILITIES		11/08/2011 11/16/2011	55.96	0 No		.00		001-085-5048	11/11
11082011	2	Inv	UTILITIES		11/08/2011 11/16/2011	55.96	0 No		.00		001-093-5048	11/11
11082011	3	Inv	UTILITIES		11/08/2011 11/16/2011	20.50	0 No		.00		002-091-5048	11/11
11082011	4	Inv	UTILITIES		11/08/2011 11/16/2011	20.50	0 No		.00		002-092-5048	11/11
11082011	5	Inv	UTILITIES		11/08/2011 11/16/2011	80.57	0 No		.00		001-093-5048	11/11
11082011	6	Inv	UTILITIES		11/08/2011 11/16/2011	17.42	0 No		.00		001-084-5048	11/11
11082011	7	Inv	UTILITIES		11/08/2011 11/16/2011	80.57	0 No		.00		001-060-5048	11/11
11082011	8	Inv	UTILITIES		11/08/2011 11/16/2011	87.00	0 No		.00		001-050-5048	11/11
Total 11082011						418.48						
Total 3380						418.48						
Total 11/15/2011						46,931.86						

11/15/2011 GL Period Summary

GL Period	Amount
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<u>GL Period</u>	<u>Amount</u>
11/11	<u>46,931.86</u>
	<u><u>46,931.86</u></u>

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
<b>11/16/2011</b>												
<b>CARQUEST AUTO PARTS</b>				<b>2440</b>								
11152011	1	Inv	PARTS		11/15/2011	229.34	4	11/30/2011	.00			11/11
					11/23/2011		No			001-040-5024		
11152011	2	Inv	PARTS		11/15/2011	1.96	4	11/30/2011	.00			11/11
					11/23/2011		No			001-084-5024		
11152011	3	Inv	PARTS		11/15/2011	21.61	4	11/30/2011	.00			11/11
					11/23/2011		No			002-092-5024		
11152011	4	Inv	PARTS		11/15/2011	48.20	4	11/30/2011	.00			11/11
					11/23/2011		No			001-031-5024		
11152011	5	Inv	PARTS		11/15/2011	42.21	4	11/30/2011	.00			11/11
					11/23/2011		No			002-090-5024		
11152011	6	Inv	PARTS		11/15/2011	279.41	4	11/30/2011	.00			11/11
					11/23/2011		No			007-087-5024		
11152011	7	Inv	PARTS		11/15/2011	87.52	4	11/30/2011	.00			11/11
					11/23/2011		No			002-092-5024		
Total 11152011						<u>710.25</u>						
Total 2440						<u>710.25</u>						
<b>BRADCO</b>												
171720	1	Inv	FUEL	<b>2590</b>	11/15/2011	7,096.46	0		.00			11/11
					11/23/2011		No			007-087-5027		
<b>REYES, CHERYL RAYE</b>												
11162011	1	Inv	CAFETERAI	<b>3290</b>	11/16/2011	9.99	0		.00			11/11
					11/16/2011		No			099-0002522		
<b>BANANA JONS</b>												
11-5919	1	Inv	RENTAL/MAINT	<b>2177</b>	11/15/2011	272.00	2		.00			11/11
					11/23/2011		No			001-031-5047		
Total 11/16/2011						<u>8,088.70</u>						

11/16/2011 GL Period Summary

GL Period	Amount
11/11	8,088.70
	<u>8,088.70</u>
Grand Total:	<u>100,420.51</u>

Report GL Period Summary

GL Period	Amount
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Report Criteria:

Invoice.Vendor No = 9701-99999

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
<b>11/3/2011</b>												
TEEN INK 11737												
12208-1112	1	Inv	SUBSCRIPTION		08/25/2011 11/23/2011	189.00	2 No		.00			11/11
										001-020-5026		
K AND A SOUND 21724												
EST-103	1	Inv	DJ SERVICES		10/13/2011 11/23/2011	950.00	0 No		.00			11/11
										001-014-5057		
ROUTE 66 MAGAZINE 21606												
HCOFC 007	1	Inv	ADVERTISING		09/20/2011 11/23/2011	281.25	0 No		.00			11/11
										001-014-5057		
QUALITY READY MIX-CEMEX 9955												
9422562112	1	Inv	CONCRETE		11/01/2011 11/09/2011	279.30	8 No	11/16/2011	2.56			11/11
										007-087-5026		
WEBSITE PROMOTION EXPERTS INC 12812												
1286	1	Inv	WEB SITE HOST		10/01/2011 11/23/2011	135.00	1 No		.00			11/11
										001-020-5049		
Total 11/3/2011						<u>1,834.55</u>						

11/03/2011 GL Period Summary

GL Period	Amount
11/11	1,834.55
	<u>1,834.55</u>

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
<b>11/4/2011</b>												
R.A.G.H.T.			10005									
11032011	1	Inv	INSURANCE PREMIUMS		11/03/2011 11/09/2011	50,975.64	2 No		.00			11/11 099-0002524
RDO EQUIPMENT CO			10080									
CRFP39077	1	Inv	PARTS		11/02/2011 11/23/2011	32.83 -	2 No		.00			11/11 007-087-5024
O'REILLY AUTO PARTS			21622									
2652-147099	1	Inv	PARTS		11/01/2011 11/23/2011	2.82	0 No		.00			11/11 007-087-5024
JACK'S MUSTANG			10250									
17164	1	Inv	PROPANE		11/04/2011 11/09/2011	24.22	0 No		.00			11/11 002-090-5027
GHD INC.			21523									
8309176	1	Inv	ENGINEERING SERVICES		10/21/2011 11/09/2011	1,611.00	0 Yes		.00			11/11 002-191-5072
INFORMATION OUTSOURCE			21241									
84974	1	Inv	UTILITY MAILING		10/31/2011 11/23/2011	200.20	0 No		.00			11/11 002-090-5042
84974	2	Inv	UTILITY MAILING		10/31/2011 11/23/2011	200.20	0 No		.00			11/11 002-091-5042
84974	3	Inv	UTILITY MAILING		10/31/2011 11/23/2011	200.20	0 No		.00			11/11 002-092-5042
Total 84974						600.60						
Total 21241						600.60						
ADVANCED INFOR SYSTEMS			21240									
8885	1	Inv	UTILITY BILLING		10/31/2011 11/23/2011	166.89	0 No		.00			11/11 002-092-5042
8885	2	Inv	UTILITY BILLING		10/31/2011 11/23/2011	166.89	0 No		.00			11/11 002-091-5042
8885	3	Inv	UTILITY BILLING		10/31/2011 11/23/2011	166.89	0 No		.00			11/11 002-090-5042
Total 8885						500.67						
Total 21240						500.67						
HOLBROOK VETERINARY CLINIC			20796									
52,5651,5650	1	Inv	VET SERVICES		11/01/2011 11/09/2011	206.00	0 No		.00			11/11 001-050-5049
Total 11/4/2011						53,888.12						

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<u>GL Period</u>	<u>Amount</u>
11/04/2011 GL Period Summary	
<u>GL Period</u>	<u>Amount</u>
11/11	53,888.12
	<u>53,888.12</u>

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
<b>11/7/2011</b>												
QUALITY READY MIX-CEMEX				9955								
9422569380	1	Inv	CONCRETE		11/02/2011 11/16/2011	3,128.08	8 No	11/17/2011	28.70		007-087-5026	11/11
SAM'S CLUB 6604				10530								
10292011	1	Inv	BOOKS		10/29/2011 11/09/2011	39.36	0 No		.00		001-020-5031	11/11
11062011	1	Inv	TOWELS		11/06/2011 11/09/2011	109.36	0 No		.00		001-031-5026	11/11
Total 10530						148.72						
COPIER PROGRAM DIVISION				21479								
31800161-27	1	Inv	COPIER LEASE		11/02/2011 11/09/2011	346.82	0 No		.00		001-004-5047	11/11
WELLS FARGO REMITTANCE CENTER				20946								
11022011	1	Inv	TRAVEL		11/02/2011 11/09/2011	513.22	0 No		.00		007-087-5045	11/11
11022011	2	Inv	TRAVEL		11/02/2011 11/09/2011	85.53	0 No		.00		001-050-5045	11/11
11022011	3	Inv	SUPPLIES		11/02/2011 11/09/2011	62.34	0 No		.00		001-050-5021	11/11
Total 11022011						536.41						
Total 20946						536.41						
Total 11/7/2011						4,160.03						

11/07/2011 GL Period Summary

GL Period	Amount
11/11	4,160.03
	<u>4,160.03</u>

Invoice No	Seq	Vendor Name Type	Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
<b>11/8/2011</b>												
QUILL OFFICE PRODUCTS				9990								
7715201	1	Inv	SUPPLIES		10/28/2011	82.46	0		.00			11/11
					11/23/2011		No			001-020-5021		
7715201	2	Inv	SUPPLIES		10/28/2011	32.86	0		.00			11/11
					11/23/2011		No			001-004-5021		
7715201	3	Inv	SUPPLIES		10/28/2011	17.57	0		.00			11/11
					11/23/2011		No			007-087-5021		
7715201	4	Inv	SUPPLIES		10/28/2011	63.42	0		.00			11/11
					11/23/2011		No			001-050-5021		
Total 7715201						196.31						
Total 9990						196.31						
NEOPOST INC				21282								
48001614	1	Inv	RENTAL/MAINTENANCE		11/02/2011	652.73	0		.00			11/11
					11/23/2011		No			001-004-5042		
TATE'S AUTO CENTER				11670								
8648	1	Inv	PARTS		11/07/2011	162.16	0		.00			11/11
					11/23/2011		No			007-087-5024		
O'REILLY AUTO PARTS				21622								
2652-147812	1	Inv	PARTS		11/07/2011	4.38	0		.00			11/11
					11/23/2011		No			001-031-5024		
QUALITY READY MIX-CEMEX				9955								
9422581305	1	Inv	CONCRETE		11/03/2011	3,295.66	8	11/18/2011	30.23			11/11
					11/09/2011		No			007-087-5026		
9422581303	1	Inv	CONCRETE		11/01/2011	1,229.99	8	11/16/2011	11.27			11/11
					11/09/2011		No			007-087-5026		
Total 9955						4,525.65						
HOLBROOK FIRST STEP				21380								
OCT2011	1	Inv	PROFESSIONAL SERVICE		10/31/2011	90.00	0		.00			11/11
					11/09/2011		No			001-014-5057		
WELZ, DON				21677								
10242011	1	Inv	REFRIDGERATOR		10/24/2011	195.92	0		.00			11/11
					11/09/2011		No			001-050-5071		
SAM'S CLUB 6604				10530								
10312011	1	Inv	SUPPLIES		10/31/2011	208.48 -	0		.00			11/11
					11/09/2011		No			001-031-5026		
10312011	2	Inv	SUPPLIES		10/31/2011	10.13 -	0		.00			11/11
					11/09/2011		No			001-004-5021		
10312011	3	Inv	SUPPLIES		10/31/2011	7.44 -	0		.00			11/11
					11/09/2011		No			001-050-5021		
Total 10312011						226.05 -						

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
Total 10530						226.05	-					
WELLS FARGO REMITTANCE CENTER 20946												
11022011	4	Inv	SUPPLIES		11/02/2011	75.78	0		.00			11/11
					11/09/2011		No			001-031-5058		
11022011	5	Inv	SUPPLIES		11/02/2011	75.78	0		.00			11/11
					11/09/2011		No			001-014-5058		
11022011	6	Inv	SUPPLIES		11/02/2011	208.48	0		.00			11/11
					11/09/2011		No			001-031-5026		
11022011	7	Inv	SUPPLIES		11/02/2011	10.13	0		.00			11/11
					11/09/2011		No			001-004-5021		
11022011	8	Inv	SUPPLIES		11/02/2011	7.44	0		.00			11/11
					11/09/2011		No			001-050-5021		
11022011	9	Inv	TRAVEL		11/02/2011	208.56	0		.00			11/11
					11/09/2011		No			001-050-5045		
Total 11022011						586.17						
Total 20946						586.17						
SUPERCIRCUITS, INC. 11512												
747021A	1	Inv	SECURITY CAMERAS		10/27/2011	1,322.51	2		.00			11/11
					11/23/2011		No			001-050-5071		
WELLS FARGO REMITTANCE CENTER 20946												
09292011	1	Inv	SUPPLIES		09/29/2011	220.29	0		.00			11/11
					11/09/2011		No			001-004-5021		
MCMANUS, CHRISTINA 21785												
2002.06	1	Inv	REFUND DEPOSIT		10/13/2011	44.31	0		.00			11/11
					11/09/2011		No			002-0002520		
Total 11/8/2011						7,774.38						

11/08/2011 GL Period Summary

GL Period	Amount
11/11	7,774.38
	<u>7,774.38</u>

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
<b>11/9/2011</b>												
SMARTWORKSPLUS, INC.			21532									
13	1	Inv	CONTRACT SERVICES		11/15/2011	.00	0		.00		11/11	Y
					11/15/2011		No			002-091-5049		
13	2	Inv	CONTRACT SERVICES		11/15/2011	2,537.98	0		.00		11/11	Y
					11/15/2011		No			001-050-5049		
13	3	Inv	CONTRACT SERVICES		11/15/2011	3,001.90	0		.00		11/11	Y
					11/15/2011		No			001-040-5049		
13	4	Inv	COTNRACT SERVICES		11/15/2011	2,719.72	0		.00		11/11	Y
					11/15/2011		No			001-005-5049		
Total 13						8,259.60						
Total 21532						8,259.60						
O'REILLY AUTO PARTS			21622									
2652148030	1	Inv	PARTS		11/09/2011	5.38	0		.00		11/11	
					11/23/2011		No			002-091-5026		
2652-148030	1	Inv	PARTS		11/09/2011	5.39	0		.00		11/11	
					11/23/2011		No			002-092-5026		
Total 21622						10.77						
PRINT PLACE			9800									
82482	1	Inv	StampS		11/07/2011	69.36	0		.00		11/11	
					11/23/2011		No			001-004-5021		
32209	1	Inv	PRINTING		10/23/2011	77.07	0		.00		11/11	
					11/23/2011		No			001-004-5046		
Total 9800						146.43						
PRECISION ELECTRIC			21262									
1-062542	1	Inv	GRIT PUMP		11/07/2011	9,481.64	0		.00		11/11	
					11/09/2011		No			002-092-5071		
QUILL OFFICE PRODUCTS			9990									
7682050	1	Inv	SUPPLIES		10/27/2011	58.18	0		.00		11/11	
					11/23/2011		No			001-050-5021		
Total 11/9/2011						17,956.62						

11/09/2011 GL Period Summary

GL Period	Amount
11/11	17,956.62
	<u>17,956.62</u>

Vendor Name		Vendor No		Inv Date	Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per	R
Invoice No	Seq Type	Description	Inventory No								
<b>11/10/2011</b>											
PRECISION ELECTRIC			21262								
1-062541	1	Inv PUMP		11/07/2011	7,283.36	0		.00			11/11
				11/23/2011		No			002-092-5052		
UNIVERSAL POLICE SUPPLY CO.			12400								
119463	1	Inv UNIFORMS		11/01/2011	230.08	2		.00			11/11
				11/23/2011		No			001-050-5023		
QUALITY READY MIX-CEMEX			9955								
9422605176	1	Inv CONCRETE		11/08/2011	3,737.97	8	11/23/2011	34.26			11/11
				11/16/2011		No			007-087-5026		
Total 11/10/2011					<u>11,251.41</u>						

11/10/2011 GL Period Summary

GL Period	Amount
11/11	11,251.41
	<u>11,251.41</u>

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
<b>11/14/2011</b>												
<b>SUTTON, TONY</b> 11583												
11072011	1	Inv	Reimbursement		11/07/2011	24.49	2		.00			11/11
					11/16/2011		No			001-050-5045		
<b>SAM'S CLUB 6604</b> 10530												
11-11-11	1	Inv	SUPPLIES		11/11/2011	62.41	0		.00			11/11
					11/23/2011		No			001-031-5021		
11-11-11	2	Inv	SUPPLIES		11/11/2011	65.95	0		.00			11/11
					11/23/2011		No			001-004-5021		
11-11-11	3	Inv	SUPPLIES		11/11/2011	11.36	0		.00			11/11
					11/23/2011		No			001-040-5021		
11-11-11	4	Inv	.		11/11/2011	5.68	0		.00			11/11
					11/23/2011		No			007-087-5021		
11-11-11	5	Inv	SUPPLIES		11/11/2011	14.98	0		.00			11/11
					11/23/2011		No			001-084-5021		
Total 11-11-11						160.38						
Total 10530						160.38						
<b>WELDING SERVICES &amp; SUPPLY</b> 12815												
14614	1	Inv	SUPPLIES		11/11/2011	80.51	2		.00			11/11
					11/23/2011		No			001-085-5024		
<b>TATE'S AUTO CENTER</b> 11670												
8636	1	Inv	PARTS		11/03/2011	162.16	0		.00			11/11
					11/23/2011		No			002-091-5024		
<b>ROCKY MOUNTAIN INFO</b> 10350												
15087	1	Inv	DUES		11/01/2011	50.00	0		.00			11/11
					11/23/2011		No			001-050-5043		
Total 11/14/2011						477.54						

11/14/2011 GL Period Summary

GL Period	Amount
11/11	477.54
	<u>477.54</u>

Vendor Name		Vendor No		Inv Date	Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per	R
Invoice No	Seq Type	Description	Inventory No								
<b>11/15/2011</b>											
QUILL OFFICE PRODUCTS 9990											
7809875	1 Inv	SUPPLIES		11/03/2011	8.89	0		.00			11/11
				11/23/2011		No			001-040-5021		
BURDEN ELECTRIC LLC 21688											
11142011	1 Inv	ENERGY EFFICIENCY GR/		11/14/2011	9,565.80	0		.00			11/11
				11/16/2011		No			027-004-5001		
COLBY & POWELL, PLC 20954											
517701	1 Inv	PROFESSIONAL FEES-AU		10/31/2011	1,600.00	0		.00			11/11
				11/23/2011		No			001-001-5049		
517608	1 Inv	PROFESSIONAL FEES-AU		10/31/2011	10,800.00	0		.00			11/11
				11/23/2011		No			001-001-5049		
Total 20954					12,400.00						
QUALITY READY MIX-CEMEX 9955											
9422612099	1 Inv	CON CRETE		11/08/2011	335.15	8	11/23/2011	3.07			11/11
				11/16/2011		No			007-087-5048		
9422581301	1 Inv	CON CRETE		11/01/2011	1,229.99	8	11/16/2011	11.27			11/11
				11/16/2011		No			007-087-5048		
9422612101	1 Inv	CONCRETE		11/09/2011	1,229.99	8	11/24/2011	11.27			11/11
				11/16/2011		No			007-087-5026		
9422612102	1 Inv	CONCRETE		11/09/2011	2,737.08	8	11/24/2011	25.11			11/11
				11/16/2011		No			007-087-5026		
Total 9955					5,532.21						
WELLS FARGO REMITTANCE CENTER 20946											
102202011	1 Inv	EQUIPMENT		10/20/2011	1,156.00	0		.00			11/11
				11/16/2011		No			001-031-5071		
Total 11/15/2011					28,662.90						

11/15/2011 GL Period Summary

GL Period	Amount
11/11	28,662.90
	<u>28,662.90</u>

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
<b>11/16/2011</b>												
QUALITY READY MIX-CEMEX				9955								
9422637658	1	Inv	CONCRETE		11/14/2011 11/16/2011	391.01	8 No	11/29/2011	3.59		007-087-5026	11/11
WELLS FARGO REMITTANCE CENTER				20946								
10212011A	1	Inv	TRAVEL		10/21/2011 11/16/2011	633.79	0 No		.00		001-060-5045	11/11
HILL, ETHEL C.				21787								
113206	1	Inv	DEPOSIT REFUND		11/14/2011 11/16/2011	141.25	0 No		.00		002-0002520	11/11
PINT, KATRINNA				21786								
257902	1	Inv	REFUND DEPOSIT		11/09/2011 11/16/2011	109.25	0 No		.00		002-0002520	11/11
SOLOMON LAW OFFICES, P.C.				20955								
10312011	1	Inv	PROFESSIONAL SERVICE		10/31/2011 11/16/2011	3,591.00	0 No		.00		001-004-5041	11/11
GATEWAY COMMUNITY COLLEGE				21354								
N, SULLIVAN	1	Inv	EXAMINATION FEES		11/16/2011 11/16/2011	261.00	0 No		.00		002-091-5045	11/11
Total 11/16/2011						<u>5,127.30</u>						

11/16/2011 GL Period Summary

GL Period	Amount
11/11	5,127.30
	<u>5,127.30</u>
Grand Total:	<u>131,132.85</u>

Report GL Period Summary

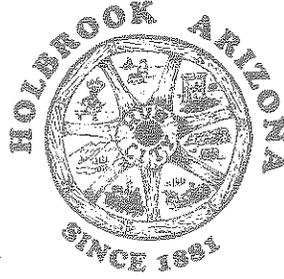
GL Period	Amount
11/11	131,132.85
	<u>131,132.85</u>

Vendor Number Hash: 968609  
 Vendor Number Hash - Split: 1357939  
 Total Number of Invoices: 61

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

# CITY OF HOLBROOK



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holbrookcity@ci.holbrook.az.us

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ADDENDUM TO  
REGULAR CITY COUNCIL MEETING  
NOVEMBER 8, 2011  
6:00 P.M.

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

NEW BUSINESS:

D. Discussion/possible action regarding Broadband Opportunities Grant for Holbrook Public Library-Manager Alley.

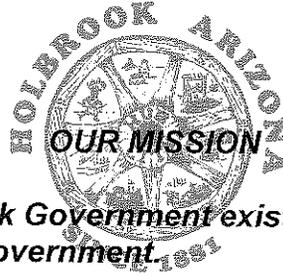
Posted this 3rd day of November 2011.

  
Cher Reyes, CMC, CPM, City Clerk

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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

NOVEMBER 8, 2011

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.

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

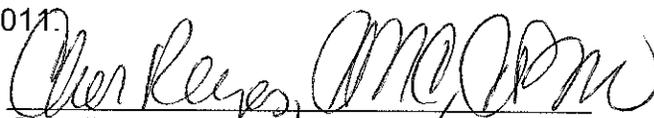
- 1) CALL TO ORDER:
- 2) ROLL CALL:
- 3) PLEDGE OF ALLEGIANCE/INVOCATION:
- 4) PUBLIC ANNOUNCEMENTS AND PRESENTATIONS (Please limit to 10 minutes).
- 5) PUBLIC HEARING:
  - A. EPA Brownfields grant in concurrence with Navajo County.( pg3)
  - B. City of Holbrook proposed Sanitation rate increases. (pg, 4)
- 6) 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 20, 2011 thru November 2, 2011: Documentation for claims is available at City Hall. (pg 6)
  - B. Minutes of the regular meeting held on October 25, 2011.(pg 27)

- 7) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$4229.03  
(pg 36)
- 8)
- 8) REPORTS:
  - Mayor:
  - Council Members:
  - Manager:
- 9) OLD BUSINESS:
- 10) NEW BUSINESS:
  - A. Discussion/possible action regarding agreement with Katrina Tafoya for Mexican Dance instruction at the Holbrook Community Building-Manager Alley. (pg 44)
  - B. Resolution 11-12, amending the fees for users of the City's Sanitation services. (pg 47)
  - C. Discussion/possible action regarding bid results for HVAC units at City Hall as a part of the Energy Efficiency Grant-Manager Alley. (pg 49)
- 11) EXECUTIVE SESSION:
  - A. Per 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.
- 12) POST EXECUTIVE SESSION:
- 13) 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.
- 14) ADJOURNMENT:

Dated this 1st day of November 2011.

  
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.

1  
2                   MINUTES OF THE REGULAR MEETING OF THE  
3                   HOLBROOK CITY COUNCIL HELD ON NOVEMBER 8, 2011  
4

5   CALL TO ORDER:  
6

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

8   ROLL CALL:

9   Mayor Jeff Hill, Councilmember's Richard Peterson, Wade Carlisle and Phil Cobb.

10   Vice-Mayor Haussman and Councilmember Tyler were absent and excused due to  
11   illness.

12   PLEDGE OF ALLEGIANCE/INVOCATION:

13   Councilmember Carlisle led the pledge of allegiance and Councilmember Maxwell gave  
14   the invocation.

15   CITY STAFF:

16   City Manager Ray Alley, Finance Director Randall Sullivan, Chief of Police Mark  
17   Jackson and City Clerk Cher Reyes.

18   CEREMONIALS/ANNOUNCEMENTS/PRESENTATION:

19   Mayor Hill offered condolences to Councilmember Peterson in the loss of his mother.

20   PETITIONS FROM THE PUBLIC:

21   PUBLIC HEARING:

22   Councilmember Cobb made a motion to open the public hearing. Councilmember  
23   Peterson seconded and the public hearing was opened at 6:02 p.m. No comments  
24   were made regarding the Brownfield's grant. Mayor Hill asked Manager Alley to speak  
25   on the Sanitation Rates portion of the public hearing. Manager Alley stated that these  
26   increases are for those who are not sanitation customers of the City of Holbrook.

1 Manager Alley stated that it will allow for these persons to utilize the City's services but  
2 at a higher rate. The public hearing closed at 6:13 p.m.

3 CONSENT AGENDA

4 Councilmember Maxwell made a motion to approve the items on the consent agenda.

5 A. Claims/payment approval for October 19, 2011 thru November 2, 2011.

6 B. Minutes of the regular meeting held on October 25, 2011.

7 Councilmember Cobb seconded and the motion carried unanimously.

8

9 CLAIMS/PAYMENT APPROVAL FOR: Walt's Hardware:

10 Mayor Hill and Councilmember Carlisle recused themselves from this item as they are owners  
11 of Walt's Hardware. Councilmember Tyler appeared telephonically for Walt's Claims so that a  
12 quorum was present. Councilmember Cobb made a motion to approve the claims for Walt's  
13 Hardware in the amount of \$4229.03. Councilmember Maxwell seconded and the motion  
14 carried unanimously. Councilmember Tyler left the meeting telephonically at this time.

15 SUMMARY OF CURRENT EVENTS:

16 Mayor:

17 1. Mayor Hill announced that a Charter Review Committee will need to be  
18 appointed in next couple of months to conduct review before next election.

19 2. Mayor Hill announced what a pleasure it is to work with Manager Alley  
20 and how amazed he is at what has been accomplished on a shoe string  
21 budget.

22 Councilmembers:

23 1. Councilmember Cobb thanked everyone who helped with the recent  
24 Halloween event at the Elks in conjunction with the HELP Coalition.

- 1 Councilmember Cobb stated over 400 persons were in attendance.
- 2 2. Councilmember Cobb thanked all those who assisted with the Haunted  
3 Court House Tours and stated that over 200 persons attended these.
- 4 3. Councilmember Cobb stated that 20-25 persons helped with the  
5 Community Clean up event on Saturday and a great job was done.
- 6 4. Councilmember Cobb announced that he is growing his hair again for  
7 another fund raiser.
- 8 5. Councilmember Maxwell reported that although the weather did not  
9 cooperated for the Community Clean up a good job was done.  
10 Councilmember Maxwell thanked the City for all its assistance.
- 11 6. Councilmember Carlisle stated that he had attended a NACOG meeting  
12 and that the City's plans to complete paving on McLaws Road in 2014 was  
13 approved.
- 14 7. Councilmember Carlisle reported that the Governor has stated that the  
15 State is in the black. Councilmember Carlisle stated that resolutions are  
16 being adopted to request that the HURF funds be returned to Cities, Towns  
17 and Counties and he would like such a resolution on the next Council  
18 agenda.

19 Manager's Report:

- 20 1. Manager Alley reported that there are discrepancies in the Sewer  
21 modeling report and that GHD has agreed to review and correct for no  
22 additional fees.
- 23 2. Manager Alley reported that ADEQ has given permission to construct the

1 well house for new water well.

2 3. Manager Alley reported that 700 foot of E. Florida has been concreted.

3 4. Manager Alley reported that the mobile home on Florida and 3<sup>rd</sup> Street  
4 has been abated.

5 5. City Clerk Reyes reported that 30 new customers have signed up for  
6 Fitness Center Memberships and that 58 people per day is the average use.

7 OLD BUSINESS:

8 NEW BUSINESS:

9 A. City Clerk Reyes asked the Council to approve an agreement with  
10 Katrina Tafoya for use of the Community Building for Mexican Dance  
11 Instruction. City Clerk Reyes stated that the agreement is the same as  
12 the Zumba Instructors agreement. Councilmember Cobb made a  
13 motion to enter into the agreement with Katrina Tafoya for use of the  
14 Community Building to conduct Mexican Dance Instruction.  
15 Councilmember Peterson seconded and the motion carried  
16 unanimously.

17 B. City Clerk Reyes presented Resolution 11-12 captioned as follows:

18 **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF**  
19 **HOLBROOK, ARIZONA, AMENDING THE FEES FOR USERS OF THE CITY**  
20 **SANITATION SYSTEM.**  
21

22 Councilmember Cobb made a motion to adopt the resolution.

23 Councilmember Peterson seconded and the motion carried unanimously.

24 C. Finance Director Sullivan presented bid results for the HVAC units for  
25 City Hall. Finance Director Sullivan stated that these units will be

1 purchased as a part of the Energy Efficiency Community Block Grant  
2 with the cost being \$22,225.26 and \$1820.00 being rebated back.  
3 Finance Director Sullivan asked that the bid be awarded to Pueblo  
4 Mechanical & Controls even though their bid is \$115.26 higher than  
5 lowest bid as they had actually come to the site to determine everything  
6 that would be necessary and no other vendor had done such.  
7 Councilmember Maxwell made a motion to award the bid to Pueblo  
8 Mechanical & Controls for the HVAC units in the amount of \$22,225.26.  
9 Councilmember Cobb seconded and the motion carried unanimously.

10 D. Librarian Wendy Skevington requested that the Council approve the use  
11 of grant funding from the Arizona State Library, Archives and Public  
12 Records referred to as Broadband Technology Opportunities Program  
13 Round 2 (BTOPII). Ms. Skevington stated that the grant will provide a  
14 part time individual for instruction in resumes, job searches, employment  
15 applications, etc. Ms. Skevington stated that there is no matching funds  
16 required for this grant. Manager Alley stated that after 18 months this  
17 position will be eliminated unless the grant funding is extended.  
18 Councilmember Cobb made a motion to approve entering into the  
19 agreement with State Library for the purpose of BTOPII grant.  
20 Councilmember Peterson seconded and the motion carried  
21 unanimously.

22 EXECUTIVE SESSION:

23 POST EXECUTIVE SESSION:

1 CALL TO THE AUDIENCE:

2 ADJOURNMENT:

3 There being no further business to come before the Council at this time, adjourned the  
4 meeting by unanimous consent at 6:40 p.m.

5

6

\_\_\_\_\_  
Jeff Hill, Mayor

7 CERTIFICATION:

8 I hereby certify that the foregoing minutes are a true and correct copy of the minutes of  
9 the regular meeting of the Holbrook City Council held on the November 8, 2011. I

10 further certify that the meeting was duly called and held and that a quorum was present.

11

12

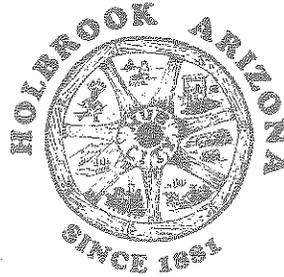
13

\_\_\_\_\_  
Cher Reyes, CMC, CPM, City Clerk

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

# CITY OF HOLBROOK



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ADDENDUM TO AGENDA  
HOLBROOK CITY COUNCIL SPECIAL MEETING  
MARCH 1, 2011  
6:00 p.m.

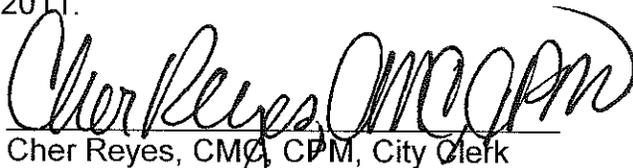
The items on the following agenda are for discussion or consideration and possible action:

- 1) PUBLIC ANNOUNCEMENTS AND PRESENTATIONS (Please limit to 10 minutes).
  - a. Presentation to the 2011 3A State Basketball Champions-Holbrook High School Roadrunners.

CONSENT AGENDA:

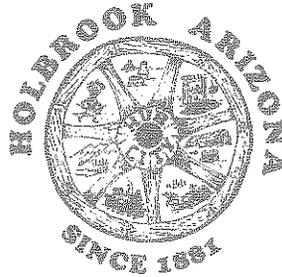
- b. Special event liquor license-Holbrook Elks Lodge, March 19, 2011.

Posted this 28th day of February 2011.

  
Cher Reyes, CMC, CPM, City Clerk

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

# CITY OF HOLBROOK



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## AGENDA

### SPECIAL MEETING OF THE HOLBROOK CITY COUNCIL

MARCH 1, 2011

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

#### CONSENT AGENDA:

- A. Claims/payment approval for February 17, 2011 thru February 23, 2011:  
Documentation for claims is available at City Hall.

CLAIMS: Walt's Hardware \$1245.32

#### OLD BUSINESS:

- A. Ordinance 11-01, amending the City Code, Chapter 3, General Offenses, adding Section 3-4-10, Intoxicating Beverages and Article 3-7 City Parks amending Section 3-4-3, Intoxicating Beverages, second reading.
- B. Ordinance 11-02, amending the Holbrook City Code 6-5 entitled Medical Marijuana and cultivation locations Section 6-5-3 (3) location, second reading.

#### NEW BUSINESS:

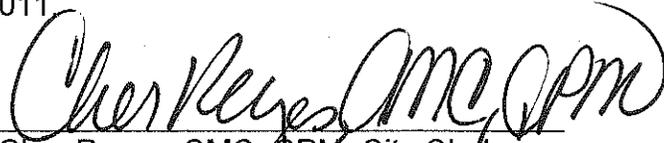
- A. Annual evaluation of City Manager Alley.
- B. Discussion/possible action regarding Intergovernmental agreement with Navajo County for Court Collection and Criminal Justice Services-Manager Alley.
- C. Discussion/possible action regarding Intergovernmental agreement with Navajo County for Dispatch Services-Manager Alley.
- D. Discussion/possible action regarding update of Holbrook Public Library's Interlibrary loan policy-Manager Alley.
- E. Discussion/possible action regarding agreement with Dolores DeSpain for Zumba Instruction at Holbrook Fitness Center -City Clerk Reyes.

#### EXECUTIVE SESSION:

- A. Pursuant to ARS 38-431.03(A)(3), the Council may adjourn into executive session for discussion or consultation for legal advice with the City Attorney on any item listed above or any item listed on the agenda.

B. Pursuant to ARS 38-431.03 (A)(1), the Council may adjourn into executive session for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee- Annual evaluation of Manager Alley.

Dated this 24th Day of February 2011

  
Cher Reyes, CMC, CPM, City Clerk

1 MINUTES OF THE HOLBROOK CITY COUNCIL SPECIAL MEETING HELD ON  
2 MARCH 1, 2011

3 CALL TO ORDER:

4 Mayor Jeff Hill called the meeting to order at 6: 01 p.m.

5 Roll Call:

6 Mayor Jeff Hill, Vice-Mayor Matthew Searles, Councilmember's Charles Haussman,  
7 Myron Maxwell, Richard Peterson and Phil Cobb. Councilmember Wade Carlisle was  
8 absent and excused due to work.

9 CITY STAFF:

10 City Manager Ray Alley, Finance Director Randy Sullivan, Police Chief Mark Jackson  
11 and City Clerk Cher Reyes.

12 PUBLIC ANNOUNCEMENTS AND PRESENTATIONS:

13 Mayor Hill presented Certificates of Congratulations to the 2011 3A State Basketball  
14 Champion Team the Holbrook Roadrunners: Ilacion Johnson, Ryan Baldonado, Joey  
15 Aguilera, Kory Koerperich, Dakota Lester, Rashaun Baldwin, Torrian Epps, Jalen  
16 Jackson, Blake Maestas, Bryson Keoni, Hector Yazzie, Coach Mendoza, Coach Stacy  
17 and Coach Johnson. Council offered their congratulations to the team who won the  
18 State Basketball Championship for the first time in 40 years.

19 CONSENT AGENDA:

20 Vice-Mayor Searles made a motion to approve the consent agenda.

21 A. Claims/payment approval for February 17, 2011 thru February 23, 2011:  
22 Documentation for claims is available at City Hall.

23 B. Special event liquor license-Holbrook Elks Lodge, March 19, 2011.  
24 Councilmember Peterson seconded and the motion carried unanimously.

25 CLAIMS:

26 Mayor Hill excused himself from this item as he is the owner of Walt's Hardware.

1 Councilmember Cobb made a motion to approve the claims for Walt's Hardware in the  
2 amount of \$1245.32. Councilmember Peterson seconded and the motion carried  
3 unanimously.

4 OLD BUSINESS:

5 A. Mayor Hill presented Ordinance 11-01 captioned as follows for its second  
6 reading.

7 **AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF**  
8 **HOLBROOK, ARIZONA, AMENDING THE CITY CODE, CHAPTER 3,**  
9 **ARTICLE 3-4 GENERAL OFFENSES, ADDING SECTION 3-4-10,**  
10 **INTOXICATING BEVERAGES AND ARTICLE 3-7, CITY PARKS, BY**  
11 **AMENDING SECTION 3-4-3 INTOXICATING BEVERAGES; PERMIT**  
12 **REQUIRED, ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING**  
13 **FOR REPEAL AND SEVERABILITY.**

14  
15 Vice-Mayor Searles asked for an overview of this Ordinance. Chief Jackson  
16 stated that it would give the police department another tool as it will not allow  
17 possession of alcohol on any City operated facilities and police officers will be  
18 able to confiscate the alcohol and pour it out. Councilmember Hausman  
19 made a motion to adopt Ordinance 11-01. Councilmember Maxwell  
20 seconded. Mayor Hill presented Ordinance 11-02 captioned as follows for its  
21 second reading:

22 **AN ORDINANCE OF THE CITY OF HOLBROOK, ARIZONA, AMENDING**  
23 **THE HOLBROOK CITY CODE 6-5 ENTITLE MEDICAL MARIJUANA**  
24 **DISPENSARIES AND CULTIVATION LOCATIONA SECTION 6-5-3 (3)**  
25 **LOCATION AND DESIGNATING AN EFFECTIVE DATE**

26  
27 Manager Alley stated that this Ordinance will allow for Commercial Medical  
28 Marijuana Dispensaries and cultivation locations in C-2 zoning as well as I-1  
29 and I-2. Manager Alley noted that the Ordinance Title needs Commercial in  
30 front of Medical Marijuuana and Cultivation. City Clerk Reyes noted that the

1 Ordinance also does away with the requirement of a Conditional Use Permit.

2 Councilmember Hausman stated that by voting for this he was not stating  
3 his approval of medical marijuana but that he was hoping to increase tax  
4 revenues for the City of Holbrook. Mayor Hill commented much the same  
5 adding that he feels that by adopting the Ordinance the City will have better  
6 control of the dispensaries and cultivation sites. Mayor Hill made motion to  
7 adopt Ordinance 11-02, with the word Commercial to be placed before  
8 Medical Marijuana and Cultivation location. Vice-Mayor Searles seconded. A  
9 roll call vote was held with the following results: Councilmember Cobb “aye”,  
10 Councilmember Hausman, “aye”, Councilmember Peterson, “aye”,  
11 Councilmember Maxwell, “aye”, Vice-Mayor Searles, “aye’ and Mayor Hill,  
12 “aye”.

13 NEW BUSINESS:

14 A. Mayor Hill asked Manager Alley if he would like his evaluation in Executive or  
15 open session. Manager Alley stated open session was fine. Mayor Hill stated  
16 that all of the Councils individual evaluations have been tabulated by Attorney  
17 Pontrelli and one overall rating has been provided to Council. Mayor Hill stated  
18 that it has been a pleasure working with Manager Alley and he is pleased to see  
19 that things are getting done. Councilmember Cobb made a motion to accept the  
20 overall evaluation rating. Councilmember Hausman seconded.  
21 Councilmember Peterson told Manager Alley that it has been a pleasure working  
22 with him and that he appreciates his professionalism. Vice-Mayor Searles  
23 commented that Holbrook now has things they haven’t had for years and that it

1 took a visionary like Manager Alley to make them come about. Councilmember  
2 Haussman stated that he appreciates Manager Alley's professionalism and focus  
3 and looks forward to seeing more improvements being made. Councilmember  
4 Maxwell stated that Manager Alley has been a pleasure to work with and that he  
5 has the ability to make a decision instead of a problem. Councilmember Cobb  
6 mirrored everything said and thanked Manager Alley. Mayor Hill stated that in  
7 general employee morale has improved and this is a true test of a Manager.  
8 Manager Alley told the Council that they have been the easiest and most  
9 professional Council to work with and that none of them have no axes to grind  
10 but are only concerned about Holbrook's welfare. Manager Alley stated that he  
11 has an exceptional Staff which makes his job easier. Mayor Hill called for the  
12 question on the motion carried unanimously.

13 B. Manager Alley stated that currently the City pays \$22,000.00 to Navajo County  
14 for Court services and prosecution fees. Manager Alley stated that it is costing  
15 Navajo County more than what we are paying and that they are increasing the  
16 City of Holbrook's portion to \$52,000 for the next year. Manager Alley stated that  
17 he believes this is a bargain and said that Navajo County has been excellent to  
18 work with and recommends approval of the IGA. Manager Alley stated that it  
19 has been recommended that the City increase its Court automation fees and  
20 user fees which should create \$12,000.00 in revenues to offset the additional  
21 amount. Mayor Hill agreed with Manager Alley that this was the right thing to do.  
22 Councilmember Maxwell made a motion to enter into the IGA with Navajo  
23 County for Court Collection and Criminal Justice Services. Councilmember

1 Cobb seconded and the motion carried unanimously.

2 C. Manager Alley stated that the IGA for dispatch services is a result of several  
3 months of discussion both with the Council and Navajo County. Manager Alley  
4 stated that the County will charge the City \$110,000 per year to provide dispatch  
5 services versus the amount the City currently pays of \$250,000 to provide same  
6 services. Manager Alley stated that this will result in substantial savings for the  
7 City. Manager Alley stated that there are currently 5 dispatchers at the Police  
8 Department and Navajo County will open up two positions for dispatch which  
9 they can apply for. 1 of the 5 dispatchers will be retained to work at the Police  
10 Department and also do additional duties for the City. Manager Alley stated that  
11 the first year there will be an additional amount of \$125,000 to convert to  
12 Spillman reporting software to match the County. Manager Alley stated that  
13 there will be a phone at the Police Department which can be used to call  
14 dispatch for those who may walk in. Mayor Hill stated that he had sat with  
15 County Dispatch and they provide phenomenal service with phenomenal  
16 equipment. Mayor Hill commented that all the dispatchers who were working at  
17 the time he sat in the center were residents of Holbrook. Councilmember  
18 Haussman stated that he believes this is a right move due to economic  
19 circumstances. Vice-Mayor Searles stated that there will be a 24 hour lobby  
20 open at the County Dispatch Center for those who may need it. Councilmember  
21 Cobb made a motion to enter into the IGA with Navajo County for Dispatch  
22 Services. Councilmember Peterson seconded and the motion carried  
23 unanimously.

1 D. Manager Alley stated that the Holbrook Public Library's Interlibrary Loan Policy  
2 has been revised to align with Navajo County's for consistency. Manager Alley  
3 stated that there is no cost associated with the revision and recommended that  
4 the Council approve the updated policy. Councilmember Cobb made a motion to  
5 approve the Holbrook Public Library's interlibrary loan policy. Councilmember  
6 Haussman seconded and the motion carried unanimously.

7 E. City Clerk Reyes presented an agreement for Zumba Dance at the Fitness  
8 Center for Dolores DeSpain. City Clerk Reyes stated that Ms. DeSpain will teach  
9 classes during daytime hours three times per week. City Clerk Reyes stated  
10 that Ms. DeSpain has acquired the required insurance and will pay \$1.00 per  
11 participant per month. City Clerk Reyes reported that 58 persons per day are  
12 using the Center and that the hours have expanded. Manager Alley stated that  
13 the Volunteers have stepped up and made the Fitness Center what it is. Vice-  
14 Mayor Searles made a motion to enter into and agreement for Zumba Instruction  
15 with Dolores DeSpain. Councilmember Peterson seconded and the motion  
16 carried unanimously.

17 F. Adjournment:

18 There being no further business to come before the Council, Mayor Hill adjourned the  
19 meeting by unanimous consent at 6:45 p.m.  
20

21 \_\_\_\_\_  
22 Jeff Hill, Mayor

23 CERTIFICATION:

24 I hereby certify that the foregoing minutes are a true and correct copy of the minutes of  
25 the Special Meeting of the Holbrook City Council held on the 1st day of March 2011. I  
26 further certify that the meeting was duly called and held and that a quorum was present.

1  
2  
3  
4

---

Cher Reyes, CMC, CPM, City Clerk

**CITY OF HOLBROOK**

**INVOICE APPROVAL REPORT**

**BY GL NUMBER WALT'S  
HARDWARE**

11/03/2011 THRU 11/16/11

**TOTAL** **\$2,518.08**

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
<b>11/15/2011</b>											
11142011	1	Inv	SUPPLIES	11/14/2011	77.22	0		.00			11/11
				11/23/2011		No			001-084-5026		
11142011	2	Inv	SUPPLIES	11/14/2011	81.63	0		.00			11/11
				11/23/2011		No			001-050-5026		
11142011	3	Inv	MAILING	11/14/2011	21.85	0		.00			11/11
				11/23/2011		No			001-050-5042		
11142011	4	Inv	SUPPLIES	11/14/2011	150.20	0		.00			11/11
				11/23/2011		No			002-092-5026		
11142011	5	Inv	SUPPLIES	11/14/2011	5.92	0		.00			11/11
				11/23/2011		No			001-093-5026		
11142011	6	Inv	SUPPLIES	11/14/2011	62.40	0		.00			11/11
				11/23/2011		No			001-084-5021		
11142011	7	Inv	SUPPLIES	11/14/2011	15.35	0		.00			11/11
				11/23/2011		No			001-084-5022		
11142011	8	Inv	SUPPLIES	11/14/2011	99.49	0		.00			11/11
				11/23/2011		No			001-040-5026		
11142011	9	Inv	SUPPLIES	11/14/2011	21.78	0		.00			11/11
				11/23/2011		No			007-087-5026		
11142011	10	Inv	SUPPLIES	11/14/2011	39.18	0		.00			11/11
				11/23/2011		No			001-031-5026		
11142011	11	Inv	SUPPLIES	11/14/2011	3.55	0		.00			11/11
				11/23/2011		No			001-031-5026		
11142011	12	Inv	SUPPLIES	11/14/2011	198.62	0		.00			11/11
				11/23/2011		No			002-091-5026		
11142011	13	Inv	SUPPLIES	11/14/2011	15.85	0		.00			11/11
				11/23/2011		No			002-091-5026		
11142011	14	Inv	SUPPLIES	11/14/2011	15.85	0		.00			11/11
				11/23/2011		No			002-092-5026		
11142011	15	Inv	SUPPLIES	11/14/2011	107.00	0		.00			11/11
				11/23/2011		No			001-031-5026		
11142011	16	Inv	SUPPLIES	11/14/2011	39.32	0		.00			11/11
				11/23/2011		No			001-050-5026		
Total 11142011					955.21						
Total 9700					955.21						
Total 11/15/2011					955.21						

11/15/2011 GL Period Summary

GL Period	Amount
11/11	955.21
	955.21
Grand Total:	2,518.08

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
<b>11/8/2011</b>												
WALT'S HARDWARE				9700								
10312011	1	Inv	SUPPLIES		10/31/2011 11/23/2011	123.07	0 No		.00		001-040-5026	11/11
10312011	2	Inv	SUPPLIES		10/31/2011 11/23/2011	38.51	0 No		.00		001-084-5026	11/11
10312011	3	Inv	SUPPLIES		10/31/2011 11/23/2011	12.87	0 No		.00		001-004-5026	11/11
10312011	4	Inv	SUPPLIES		10/31/2011 11/23/2011	22.74	0 No		.00		001-050-5026	11/11
10312011	5	Inv	SUPPLIES		10/31/2011 11/23/2011	91.23	0 No		.00		002-091-5026	11/11
10312011	6	Inv	SUPPLIES		10/31/2011 11/23/2011	18.81	0 No		.00		002-091-5026	11/11
10312011	7	Inv	SUPPLIES		10/31/2011 11/23/2011	18.82	0 No		.00		002-092-5026	11/11
10312011	8	Inv	SUPPLIES		10/31/2011 11/23/2011	19.79	0 No		.00		007-087-5026	11/11
10312011	9	Inv	SUPPLIES		10/31/2011 11/23/2011	8.21	0 No		.00		002-092-5026	11/11
10312011	10	Inv	SUPPLIES		10/31/2011 11/23/2011	21.67	0 No		.00		002-090-5026	11/11
10312011	11	Inv	SUPPLIES		10/31/2011 11/23/2011	71.08	0 No		.00		001-060-5026	11/11
10312011	12	Inv	SUPPLIES		10/31/2011 11/23/2011	9.90	0 No		.00		001-085-5021	11/11
10312011	13	Inv	SUPPLIES		10/31/2011 11/23/2011	6.72	0 No		.00		001-099-5048	11/11
10312011	14	Inv	SUPPLIES		10/31/2011 11/23/2011	34.98	0 No		.00		001-014-5052	11/11
10312011	15	Inv	SUPPLIES		10/31/2011 11/23/2011	191.31	0 No		.00		001-031-5026	11/11
10312011	16	Inv	CONCESSION STAND IMP		10/31/2011 11/23/2011	851.15	0 No		.00		001-031-5052	11/11
Total 10312011						1,540.86						
Total 9700						1,540.86						
Total 11/8/2011						1,540.86						

11/08/2011 GL Period Summary

GL Period	Amount
11/11	1,540.86
	<u>1,540.86</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
<b>11/10/2011</b>											
096257	1	Inv	SUPPLIES	11/10/2011 11/23/2011	22.01	0 No		.00		11/11 001-099-5048	
Total 9700					22.01						
Total 11/10/2011					22.01						

11/10/2011 GL Period Summary

GL Period	Amount
11/11	22.01
	22.01

## AGREEMENT

This Agreement is entered into this \_\_\_\_ day of \_\_\_\_\_, 2010, by and between the City of Holbrook, a municipal corporation, hereinafter referred to as "City" and Lena Alley, hereinafter referred to as "Alley". This agreement is for Zumba instruction at the City of Holbrook's Fitness Center.

For and in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Alley agrees to the following:
  - A. To pay a fee of \$1.00 per participant per month.
  - B. To provide his/her own liability insurance coverage in the amount of \$1,000,000.00 for clients.
  
2. Holbrook agrees to the following:
  - A. To pay all utilities excluding phone service.
  - B. To provide a space of 400 square foot in the Holbrook Fitness Center for Zumba instruction.
  
3. This agreement shall be for a period of ninety days from the date the agreement is signed above; however, City or Alley may cancel the agreement for any reason upon fifteen (15) days' written notice to the other party.
  
4. Alley shall maintain the facility and premises in as good condition as now exists, and upon expiration of this agreement, shall immediately surrender the same in said condition to City.
  
5. Alley shall not assign or sublet or transfer any interest in this agreement without the prior written consent of the City.
  
6. This agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assigns.
  
7. Alley shall indemnify and hold the City harmless from and against any liability, obligation or damage arising from the use of the premises by Alley, its agents or guests.
  
8. Alley shall procure appropriate liability insurance with the City as an additional insured thereunder, and shall deliver to City a certified copy of such policy within fifteen (15) days of the execution of this agreement.

11. In the event of any litigation to enforce the terms of this lease, the prevailing party shall be entitled to recover its attorney's fees. The laws of the State of Arizona shall govern this agreement.

12. Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, certified mail, postage prepaid, addressed as follows:

- (1) CITY OF HOLBROOK: City Manager  
City of Holbrook  
P.O. Box 970  
Holbrook, AZ 86025
- (2) ALLEY: Lena Alley  
Holbrook, AZ 86025

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

IN WITNESS WHEREOF, the parties have set their hands the day and year first above written.

CITY OF HOLBROOK:

\_\_\_\_\_  
Jeff Hill, Mayor

\_\_\_\_\_  
Lena Alley

ATTEST:

\_\_\_\_\_  
Cher Reyes, City Clerk

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/09/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne Indiana 46804		<b>CONTACT NAME:</b> Mass Merch Underwriting	
		<b>PHONE (A/C, No. Ext):</b> 888-580-8041	<b>FAX (A/C, No):</b> 260-459-5995
		<b>E-MAIL ADDRESS:</b> info@fitnessinsurance-kk.com	
<b>INSURED</b> Lena M Alley p.o. box 163 holbrook, AZ 86025 A Member of the Sports, Leisure & Entertainment RPG		<b>PRODUCER CUSTOMER ID #:</b>	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Nationwide Mutual Insurance Company	<b>NAIC #</b> 23787
		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** W00136919 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YY)	POLICY EXP (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			6BRPG000005142000	11/18/2011 12:01 AM EDT	11/18/2012 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS-COMP/OP AGG \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS Not provided while in Hawaii						COMBINED SINGLE LIMIT (Ea Accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETORSHIP/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
	MEDICAL PAYMENTS FOR PARTICIPANTS						PRIMARY MEDICAL EXCESS MEDICAL

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Certified Instructor of: ZUMBA®  
The certificate holder is added as an additional insured, but only with respect to the liability arising out of the operations of the insured named above.

<b>CERTIFICATE HOLDER</b> City Of Holbrook P.O. Box 970 holbrook, AZ 86025 (Owner/Lessor of Premises)	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Scott Farnham</i>
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Coverage is only extended to U.S. events and activities.  
\*\* NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas  
ACORD 25 (2009/09) The ACORD name and logo are registered marks of ACORD © 1988-2009 ACORD CORPORATION. All rights reserved.

## AGREEMENT

This Agreement is entered into this \_\_\_\_ day of \_\_\_\_\_, 2011, by and between the City of Holbrook, a municipal corporation, hereinafter referred to as "City" and Olivia Gonzalez, hereinafter referred to as "Gonzalez". This agreement is for massage therapy service at the City of Holbrook's Fitness Center.

For and in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Gonzalez agrees to the following:
  - A. To pay a fee of \$5.00 per 60 minute session or a fee proportionate to time of therapy.
  - B. To provide her own insurance coverage for clients.
2. Holbrook agrees to the following:
  - A. To pay all utilities excluding phone service.
  - B. To provide a space of 225 square foot in the Holbrook Fitness Center for massage therapy services.
3. This agreement shall be for a period of one (1) years from the date the agreement is signed above; however, City or Gonzalez may cancel the agreement for any reason upon sixty (60) days' written notice to the other party.
4. Gonzalez shall maintain the facility and premises in as good condition as now exists, and upon expiration of this agreement, shall immediately surrender the same in said condition to City.
5. Gonzalez shall not assign or sublet or transfer any interest in this agreement without the prior written consent of the City.
6. This agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assigns.
7. Gonzalez shall indemnify and hold the City harmless from and against any liability, obligation or damage arising from the use of the premises by Gonzalez, its agents or guests.
8. Gonzalez shall procure appropriate liability insurance with the City as an additional insured thereunder, and shall deliver to City a certified copy of such policy within fifteen (15) days of the execution of this agreement.



**CITY OF HOLBROOK RESOLUTION NO. 11-10**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE  
CITY OF HOLBROOK, ARIZONA, AMENDING THE FEES  
FOR USERS OF THE CITY'S HIDDEN COVE GOLF  
COURSE**

RECITALS

**WHEREAS**, the City of Holbrook operates a golf course, and charges fees to operate and maintain said system; and

**WHEREAS**, given increased costs in operation and maintenance, it has become necessary to amend the fees for the use of the golf carts at the golf course; and

**WHEREAS**, the City has conducted a public hearing and has complied with all other requirements of A.R.S. §9-511.01.

ENACTMENT:

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Holbrook, Arizona, as follows:

1. The following fees shall be charged and collected:

- A. Golf Cart 9 holes-\$10.00
- B. Golf Cart 18 holes-\$20.00
- C. 9 holes with cart-\$15.00
- D. 18 holes with cart-\$30.00

2. This rate will become effective thirty (30) days after the passage of this resolution.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2011, by the Mayor and Council of the City of Holbrook, Arizona.

\_\_\_\_\_  
Jeff Hill, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Cher Reyes, CMC, CPM, City Clerk

\_\_\_\_\_  
Sterling Solomon, City Attorney

## **RESOLUTION 11-13**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK, ARIZONA, THROUGH THE LEAGUE OF ARIZONA CITIES AND TOWNS AND ITS MUNICIPAL MEMBERS, CALLING UPON THE ARIZONA STATE LEGISLATURE NOT TO FURTHER REDUCE THE HIGHWAY USER REVENUE FUND ALLOCATIONS TO ARIZONA CITIES AND TOWNS. THE CITY OF HOLBROOK FURTHER ADVOCATES THAT THE ARIZONA LEGISLATURE DEVELOP A PLAN TO, AT A MINIMUM, RESTORE HURF FUNDING TO ARIZONA CITIES AND TOWNS TO THE FISCAL YEAR 2008 LEVEL OVER THE NEXT 3 TO 5 YEAR PERIOD.**

Whereas, the State of Arizona is mandated under ARS 28-6540 to distribute revenues collected on sales of motor vehicle fuel to Arizona Cities and Counties based upon a distribution formula; and

Whereas, Article IX, Section 14 of the State Constitution mandates all Highway User Revenue fees be used solely for construction, maintenance, repair and reconstruction of local streets and roads; and

Whereas, the Arizona Highway User Fund was set up as a method of sharing State gas tax revenues with Arizona municipalities; and

Whereas, the State of Arizona has swept 25% of these revenues from Arizona Municipalities to fund the operations of the Arizona Department of Public Safety (DPS); and

Whereas, additional losses of State Shared Revenue have made General Fund revenues insufficient to subsidize road repairs; and

Whereas, as a result of the reduction of HURF revenues the City of Holbrook will no longer be able to do either minor or major future local road construction, reconstruction or maintenance; and

Whereas, as local streets decline, public and private sector construction jobs are lost and economic growth suffers; and

Whereas, Holbrook will be forced to seek higher local taxation to replace swept and lost State revenues for street repair or allow its transportation infrastructure to fall into further disrepair; and

Whereas, local residents have endured increases in local taxes and user fees to cover losses of State Shared Revenue to pay for the operation of State departments and balance the State Budget.

Now, Therefore, be it resolved, by the Mayor and Council of the City of Holbrook to support the submission of a resolution by the Arizona League of Cities and Towns that would request the State of Arizona Executive and Legislative Branch to freeze or discontinue future sweeps of municipal HURF, and restore HURF sweeps to 2008 levels over a three to five year period beginning with the State FY 2012/2013

Passed and adopted by the City Council of the City of Holbrook, Arizona, this 22<sup>nd</sup> day of November 2011.

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Jeff Hill, Mayor

ATTEST:

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City Clerk

Approved as to form and content:

---

Sterling Solomon, Attorney

**BROWNFIELDS ASSESSMENT COALITON**  
MEMORANDUM OF AGREEMENT BETWEEN THE FOLLOWING PARTIES:

The City of Flagstaff, Arizona  
The City of Winslow, Arizona  
The City of Holbrook, Arizona  
Coconino County, Arizona  
Mohave County, Arizona  
Navajo County, Arizona

PLEASE NOTE: The following eight items are the MINIMUM elements that must be included in an Assessment Coalition Memorandum of Agreement (MOA). Applicants are responsible for adhering to these elements and signing this MOA prior to the expenditure of any assessment funds. Members may choose to add elements to this MOA. The MOA is required per the Brownfields Assessment Grant Terms and Conditions and must be reviewed by the EPA Project Officer to ensure (1) all required MOA elements are included; (2) all Coalition Members have signed the MOA; and (3) any additional MOA elements are legal under the Brownfields Law and do not contradict Assessment Grant Terms & Conditions. ~~This paragraph will be deleted, it's part of the template.~~

This Memorandum of Agreement (MOA) documents the roles and responsibilities of the various parties involved in the Assessment Coalition with regard to EPA Cooperative Agreement No: BF#####.

1. On \_\_\_\_ EPA awarded the Cooperative Agreement to the Lead Coalition Member, The City of Flagstaff. The grant period is October 1, 2012 through September 30, 2015. The City of Flagstaff is responsible to EPA for management of the Cooperative Agreement and compliance with the statutes, regulations, and terms and conditions of the award, and ensuring that all members of the coalition are in compliance with the terms and conditions.
2. It is the responsibility of The City of Flagstaff to provide timely information to the other Coalition Members regarding the management of the Cooperative Agreement and any changes that may be made to the Cooperative Agreement over the period of performance.
3. The contact information for each Coalition Member is as follows:

The City of Flagstaff  
Karl Eberhard  
211 West Aspen  
Flagstaff, Arizona 86001  
(928) 213-2969  
[keberhard@flagstaffaz.gov](mailto:keberhard@flagstaffaz.gov)

Coconino County  
Randy Phillips  
2500 N. Fort Valley Road, Building 1  
Flagstaff, AZ 86001  
(928) 679-8758  
[rphillips@coconino.az.gov](mailto:rphillips@coconino.az.gov)

The City of Winslow  
Ahmed Abdullah  
21 Williamson Avenue  
Winslow, Arizona 86047  
(928) 289-3204  
[ahmed.abdullah@ci.winslow.az.us](mailto:ahmed.abdullah@ci.winslow.az.us)

Navajo County  
Tiffany Ashworth  
P.O. Box 668  
Holbrook, Arizona 86025  
(928) 524-4271  
[tiffany.ashworth@navajocountyaz.gov](mailto:tiffany.ashworth@navajocountyaz.gov)

The City of Holbrook  
Cher Reyes  
465 1<sup>st</sup> Avenue  
Holbrook, Arizona 86025  
(928) 524-6225 x 30  
[cher@ci.holbrook.az.us](mailto:cher@ci.holbrook.az.us)

Mohave County  
Cullin Pattillo  
3675 E. Andy Devine Drive, Suite C  
Kingman, Az. 86402  
(928) 757-0910  
[CULLIN.PATTILLO@CO.MOHAVE.AZ.US](mailto:CULLIN.PATTILLO@CO.MOHAVE.AZ.US)

4. Activities funded through the Cooperative Agreement may include inventory preparation, site selection criteria development, assessments, planning (including cleanup planning) relating to brownfield sites, and outreach materials and implementation, and other eligible activities. The City of Flagstaff will retain and manage consultants and contractors under 40 CFR 30.36 to undertake various activities funded through the Cooperative Agreement.
5. The City of Flagstaff will procure consultants and contactors in compliance with 40 CFR 31.36 requirements. The City of Flagstaff will issue Requests for Proposals or Requests for Qualifications and will be the entity responsible for receipt of the submitted proposals and selection and award of contracts. The City of Flagstaff will cooperate with other Coalition Members in making selections of consultants and contractors and negotiating the terms of agreements. Consultant and contractor invoices for work conducted through the Cooperative Agreement will be issued to the City of Flagstaff for approval. Funds will be provided to the City of Flagstaff from the EPA via wire-transfer and the City of Flagstaff will pay invoices through established accounts payable mechanisms.
6. The amount of \$###,### will be retained by the City of Flagstaff from the initial grant amount to cover management and oversight of the contract for the duration of the contract term. The remainder of the funds will be available to any Coalition Member, including the City of Flagstaff, on a "first-come-first-served" basis, limited as follows:

Coalition Members seeking funds during the course of the grant period will be required to submit an application to the coalition describing the project, necessary tasks, estimated costs and other pertinent information. The coalition will meet monthly (or more often if needed) to review applications and approve or deny funding by a simple majority vote. Quorum is defined as attending parties, regardless of other factors. The City of Flagstaff will have authority to delay and bring back to the coalition any application that does not, or can not, meet the terms of the grant requirements. In case of un-resolvable disagreement, The City of Flagstaff has ultimate authority (as fiscal agent/grant manager). No single community will receive more than 25% of the total available funds without a super majority vote of Coalition Members with the City of Flagstaff having the deciding vote (if necessary). The site selection process must ensure that a minimum of five sites are assessed over the life of the Cooperative Agreement. Selected sites will be submitted to EPA for prior approval to ensure eligibility. (Note: The City of Flagstaff and each of the Coalition Members may agree upon a minimum number of sites assessed per member at the start of the Cooperative Agreement to ensure equitable distribution of funds across all members' jurisdictions.)

7. Upon designation of the specific sites, it will be the responsibility of the City of Flagstaff to work with the Coalition Member in whose geographic area the site is located to finalize the scope of work for the consultant or contractor. It will be the responsibility of this member to obtain all required permits, easements, and/or access agreements as may be necessary to undertake assessments at the selected site. If this member does not have the capacity to perform these activities The City of Flagstaff may assist in securing necessary site access agreements and permits.

8. Upon award of the grant, a work plan will be prepared and submitted to the EPA as required by the Cooperative Agreement. The work plan will contain the specific details relating to community outreach and involvement, Coalition Member compliance, site selection, distribution of funds, schedule etc. The City of Flagstaff is responsible for ensuring that activities as negotiated in the work plan are implemented in accordance with a schedule agreed upon by Coalition in whose geographic area the site to be assessed is located.

Agreed:

The City of Flagstaff, Lead Coalition Member

\_\_\_\_\_ Date \_\_\_\_\_

Coconino County, Coalition Member

\_\_\_\_\_ Date \_\_\_\_\_

The City of Winslow, Coalition Member

\_\_\_\_\_ Date \_\_\_\_\_

Navajo County, Coalition Member

\_\_\_\_\_ Date \_\_\_\_\_

The City of Holbrook, Coalition Member

\_\_\_\_\_ Date \_\_\_\_\_

Mohave County, Coalition Member

\_\_\_\_\_ Date \_\_\_\_\_