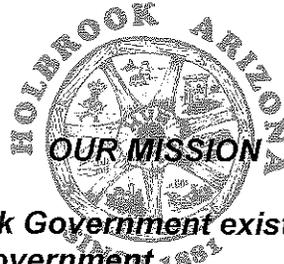


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465 First Avenue  
P.O. Box 970  
Holbrook, AZ 86025

# CITY OF HOLBROOK

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



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

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## AGENDA

### REGULAR CITY COUNCIL MEETING

DECEMBER 13, 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) 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 November 17, 2011 thru December 7, 2011: Documentation for claims is available at City Hall. (pg 3)
  - B. Minutes of the regular meeting held on November 22, 2011. (pg 28)
  - C. Minutes of work session held on April 12, 2011.(pg 36)
  - D. Special event liquor license, Holbrook Elks-December 17, 2011. (pg 39)
- 7) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$1395.37 (pg 44)

8) REPORTS:

**Mayor:**

**Council Members:**

**Manager:**

**1. Financial Report**

**2. Update on Regional Dispatch**

9) OLD BUSINESS:

10) NEW BUSINESS:

- A. Discussion/possible action regarding renewal of agreement with Amber Smith for Zumba Instruction at the Holbrook Fitness Center Building-City Clerk Reyes (pg 48)
- B. Discussion/possible action regarding renewal of agreement with Mark Hawley for Martial Arts Instruction at the Holbrook Fitness Center Building-City Clerk Reyes (pg 51)
- C. Discussion/possible action regarding request to expend funds not to exceed \$9999.96 to Canyon Pipe and Supply for parts for new well-Manager Alley.(pg 53)
- D. Discussion/possible action regarding recommendation from Planning and Zoning Commission to split commercial property on Navajo Boulevard-Holbrook Land Fund 1/Matrixx Management-City Clerk Reyes. (pg 66)

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.

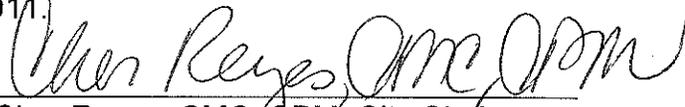
12) POST EXECUTIVE SESSION:

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 6th day of December 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.

**CITY OF HOLBROOK**

**INVOICE APPROVAL REPORT**

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

11/17/2011 THRU 12/07/11

**TOTAL**

**\$180,710.68**

Report Criteria:

Invoice Vendor No = 1-9699

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
<b>11/17/2011</b>												
A.P.S.												
				70								
11142011	1	Inv	UTILITIES		11/14/2011 11/23/2011	3,202.01	0 No		.00		007-087-5048	11/11
AUTO SAFETY HOUSE												
				1571								
3213190010	1	Inv	PARTS/REPAIRS		11/15/2011 12/14/2011	8.81	2 No		.00		001-085-5024	11/11
3213210016	1	Inv	PARTS/REPAIRS		11/17/2011 12/14/2011	21.58	2 No		.00		001-085-5024	11/11
Total 1571						30.39						
CONTINENTAL RESEARCH CORP												
				3713								
31059-CRC-1	1	Inv	SUPPLIES		11/10/2011 12/14/2011	479.50	1 No		.00		002-092-5026	11/11
Total 11/17/2011						3,711.90						

11/17/2011 GL Period Summary

GL Period	Amount
11/11	3,711.90
	<u>3,711.90</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>11/18/2011</b>												
CASANOVA M.D., FRANCISCO			3120									
.1700-185079	1	Inv	PHYSICALS		10/03/2011	80.00	0		.00			11/11
					11/23/2011		Yes			002-090-5041		
0000-185287	1	Inv	VACCINATION		11/01/2011	292.74	0		.00			11/11
					11/23/2011		Yes			001-050-5041		
.0300-185285	1	Inv	VACCINATION		11/01/2011	292.74	0		.00			11/11
					11/23/2011		Yes			001-050-5041		
Total 3120						665.48						
Total 11/18/2011						665.48						

11/18/2011 GL Period Summary

GL Period	Amount
11/11	665.48
	<u>665.48</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>11/21/2011</b>												
AUTO SAFETY HOUSE				1571								
3213250003	1	Inv	PARTS/REPAIRS		11/21/2011 11/28/2011	71.93	2 No		.00		001-084-5022	11/11
FUTURE TIRE, INC.				5241								
W22550	1	Inv	REPAIRS		11/21/2011 12/14/2011	40.00	2 No		.00		007-087-5024	11/11
W22527	1	Inv	REPAIRS		11/17/2011 12/14/2011	20.00	2 No		.00		001-050-5024	11/11
W22541	1	Inv	TIRE		11/18/2011 12/14/2011	862.20	2 No		.00		007-087-5024	11/11
Total 5241						922.20						
HEIMAN FIRE EQUIPMENT				5950								
0789836-IN	1	Inv	HOSE		11/04/2011 12/14/2011	763.60	0 No		.00		001-060-5071	11/11
INGRAM				6620								
01731045	1	Inv	BOOKIS		11/08/2011 12/14/2011	673.64	0 No		.00		001-020-5026	11/11
01717620	1	Inv	BOOKIS		11/08/2011 12/14/2011	21.89	0 No		.00		001-020-5026	11/11
Total 6620						695.53						
NAVAJO COUNTY FINANCE				8690								
00000022,23	1	Inv	JAIL CONTRACT		11/15/2011 11/23/2011	12,696.87	0 No		.00		001-050-5050	11/11
CHOLLA READY MIX, INC.				3310								
15741	1	Inv	HAULING		11/21/2011 11/23/2011	2,125.00	0 No		.00		007-087-5026	11/11
Total 11/21/2011						17,275.13						

11/21/2011 GL Period Summary

GL Period	Amount
11/11	17,275.13
	<u>17,275.13</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>11/28/2011</b>												
LEXIS-NEXIS (ACCURINT)				169								
23894245	1	Inv	LAW BOOKS		10/24/2011	558.99	2		.00			11/11
					12/14/2011		No			001-050-5043		
MOHAVE ENVIRONMENTAL LAB				8270								
57003	1	Inv	PROF TESTING		11/16/2011	250.00	0		.00			11/11
					12/14/2011		No			002-082-5041		
FRONTIER COMM TELE				3350								
11152011	1	Inv	UTILITIES		11/15/2011	291.49	0		.00			11/11
					11/30/2011		No			001-014-5048		
11152011	2	Inv	UTILITIES		11/15/2011	55.92	0		.00			11/11
					11/30/2011		No			001-050-5048		
Total 11152011						347.41						
Total 3350						347.41						
UNISOURCE ENERGY SERVICES				3380								
11222011	1	Inv	UTILITIES		11/22/2011	38.87	0		.00			11/11
					11/30/2011		No			001-031-5048		
11222011	2	Inv	UTILITIES		11/22/2011	965.94	0		.00			11/11
					11/30/2011		No			001-014-5048		
11222011	3	Inv	UTILITIES		11/22/2011	20.63	0		.00			11/11
					11/30/2011		No			001-031-5048		
11222011	4	Inv	UTILITIES		11/22/2011	148.31	0		.00			11/11
					11/30/2011		No			001-020-5048		
11222011	5	Inv	UTILITIES		11/22/2011	149.38	0		.00			11/11
					11/30/2011		No			001-031-5048		
11222011	6	Inv	UTILITIES		11/22/2011	277.30	0		.00			11/11
					11/30/2011		No			001-050-5048		
Total 11222011						1,600.43						
Total 3380						1,600.43						
INGRAM				6620								
01948534	1	Inv	BOOKS		11/22/2011	24.51	0		.00			11/11
					12/14/2011		No			001-020-5026		
NORTHERN SAFETY CO.				9004								
16946201021	1	Inv	SUPPLIES		11/16/2011	200.72	4	12/01/2011	.00			11/11
					12/14/2011		No			001-060-5026		
FUTURE TIRE, INC.				5241								
W22581	1	Inv	TUBES		11/28/2011	62.91	2		.00			11/11
					12/14/2011		No			001-084-5024		
Total 11/28/2011						3,044.97						

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<u>GL Period</u>	<u>Amount</u>
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11/28/2011 GL Period Summary

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<u>GL Period</u>	<u>Amount</u>
11/11	<u>3,044.97</u>
	<u>3,044.97</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>11/30/2011</b>												
LEXIS-NEXIS (ACCURINT)			169									
24	1	Inv	BACKGROUND CHECKS		12/01/2011	50.00	2		.00			11/11 Y
					12/01/2011		No			001-004-5041		
24	2	Inv			12/01/2011	.00	2		.00			11/11 Y
					12/01/2011		No					
24	3	Inv			12/01/2011	.00	2		.00			11/11 Y
					12/01/2011		Yes					
Total 24						50.00						
Total 169						50.00						
BETTER COMMUNICATIONS CO			2430									
7012070	1	Inv	Radio Contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			001-004-5047		
7012070	2	Inv	Radio contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			001-031-5047		
7012070	3	Inv	Radio Contract		12/01/2011	529.90	0		.00			11/11 Y
					12/01/2011		No			001-050-5047		
7012070	4	Inv	Radio Contract		12/01/2011	312.63	0		.00			11/11 Y
					12/01/2011		No			001-060-5047		
7012070	5	Inv	Radio Contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			001-084-5047		
7012070	6	Inv	Radio Contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			001-085-5047		
7012070	7	Inv	Radio Contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			002-090-5047		
7012070	8	Inv	Radio Contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			002-091-5047		
7012070	9	Inv	Radio Contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			002-092-5047		
7012070	10	Inv	Radio Contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			001-040-5047		
7012070	11	Inv	Radio Contract		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			007-087-5047		
Total 7012070						842.53						
Total 2430						842.53						
CABLE ONE			2940									
10012068	1	Inv	UTILITIES		12/01/2011	49.00	0		.00			11/11 Y
					12/01/2011		No			001-060-5048		
10012068	2	Inv	UTILITIES		12/01/2011	105.95	0		.00			11/11 Y
					12/01/2011		No			001-050-5048		
10012068	3	Inv	UTILITIES		12/01/2011	.00	0		.00			11/11 Y
					12/01/2011		No			001-093-5048		
10012068	4	Inv	UTILITIES		12/01/2011	49.00	0		.00			11/11 Y
					12/01/2011		No			001-050-5048		
10012068	5	Inv	UTILITIES		12/01/2011	207.95	0		.00			11/11 Y
					12/01/2011		No			001-004-5048		

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 10012068						411.90						
Total 2940						411.90						
CYBERTRAILS				3960								
7312056	1	Inv	EMAIL AND BACKUP		12/01/2011	254.06	2		.00			11/11 Y
					12/01/2011		No			001-004-5047		
7312056	2	Inv			12/01/2011	.00	2		.00			11/11 Y
					12/01/2011		No					
Total 7312056						254.06						
Total 3960						254.06						
HOLBROOK VOL FIRE DEPT				6280								
200584	1	Inv	RETIREMENT		12/05/2011	1,916.59	0		.00			11/11 Y
					12/05/2011		No			001-060-5015		
200584	2	Inv	UNIFORMS		12/05/2011	3,343.24	0		.00			11/11 Y
					12/05/2011		No			001-060-5023		
Total 200584						5,259.83						
Total 6280						5,259.83						
IKON FINANCIAL SERVICES				6503								
9012068	1	Inv	COPIER LEASE		12/01/2011	.00	3		.00			11/11 Y
					12/01/2011		No			001-004-5049		
9012068	2	Inv	COPIER MAINTENANCE C		12/01/2011	.00	3		.00			11/11 Y
					12/01/2011		No			001-050-5047		
Total 9012068						.00						
Total 6503						.00						
NAVAJO COUNTY HISTORICAL				8720								
107	1	Inv	CONTRIBUTION		12/01/2011	2,400.00	0		.00			11/11 Y
					12/01/2011		No			001-014-5057		
A.P.S.				70								
11172011	1	Inv	UTILITIES		11/17/2011	540.59	0		.00			11/11
					11/30/2011		No			001-060-5048		
11172011	2	Inv	UTILITIES		11/17/2011	8,571.91	0		.00			11/11
					11/30/2011		No			002-091-5048		
11172011	3	Inv	UTILITIES		11/17/2011	11,443.93	0		.00			11/11
					11/30/2011		No			002-092-5048		
11172011	4	Inv	UTILITIES		11/17/2011	2,590.78	0		.00			11/11
					11/30/2011		No			001-031-5048		
11172011	5	Inv	UTILITIES		11/17/2011	1,367.99	0		.00			11/11
					11/30/2011		No			001-050-5048		
11172011	6	Inv	UTILITIES		11/17/2011	259.31	0		.00			11/11
					11/30/2011		No			001-093-5048		
11172011	7	Inv	UTILITIES		11/17/2011	1,078.22	0		.00			11/11
					11/30/2011		No			007-087-5048		
11172011	8	Inv	UTILITIES		11/17/2011	302.44	0		.00			11/11

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
11172011	9	Inv	UTILITIES		11/30/2011		No				001-040-5048	
					11/17/2011	107.76	0		.00			11/11
					11/30/2011		No				002-090-5048	
11172011	10	Inv	UTILITIES		11/17/2011	812.31	0		.00			11/11
					11/30/2011		No				001-099-5048	
11172011	11	Inv	UTILITIES		11/17/2011	163.69	0		.00			11/11
					11/30/2011		No				001-085-5048	
11172011	12	Inv	UTILITIES		11/17/2011	365.77	0		.00			11/11
					11/30/2011		No				001-004-5048	
11172011	13	Inv	UTILITIES		11/17/2011	536.74	0		.00			11/11
					11/30/2011		No				001-014-5048	
11172011	14	Inv	UTILITIES		11/17/2011	86.90	0		.00			11/11
					11/30/2011		No				001-084-5048	
11172011	15	Inv	UTILITIES		11/17/2011	785.43	0		.00			11/11
					11/30/2011		No				001-020-5048	
Total 11172011						29,013.77						
Total 70						29,013.77						
Total 11/30/2011						38,232.09						

11/30/2011 GL Period Summary

GL Period	Amount
11/11	38,232.09
	<u>38,232.09</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>12/2/2011</b>											
ECKRIGHT, EBERLE 4753											
47799	1	Inv	REPAIRS	11/29/2011 12/07/2011	300.00	0 Yes		.00			12/11 002-091-5049
BROWN & BROWN LAW OFFICE 2690											
11282011	1	Inv	PROFESSIONAL SERVICE	11/28/2011 12/14/2011	1,028.01	0 Yes		.00			12/11 002-091-5041
AUTO SAFETY HOUSE 1571											
3213350001	1	Inv	SAFETY EQUIPMENT	12/01/2011 12/14/2011	19.49	2 No		.00			12/11 002-092-5026
3213350001	2	Inv	SAFETY EQUIPMENT	12/01/2011 12/14/2011	19.49	2 No		.00			12/11 007-087-5026
Total 3213350001					38.98						
Total 1571					38.98						
ROUTE 66 LUMBER & HARDWARE 650											
11302011	1	Inv	SUPPLIES	11/30/2011 12/14/2011	54.69	0 No		.00			12/11 001-031-5026
11302011	2	Inv	SUPPLIES	11/30/2011 12/14/2011	63.40	0 No		.00			12/11 001-085-5026
11302011	3	Inv	SUPPLIES	11/30/2011 12/14/2011	41.56	0 No		.00			12/11 001-020-5026
Total 11302011					159.65						
Total 650					159.65						
BRADCO 2590											
172321	1	Inv	FUEL	11/30/2011 12/07/2011	5,573.47	0 No		.00			12/11 007-087-5027
Total 12/2/2011					7,100.11						

12/02/2011 GL Period Summary

GL Period	Amount
12/11	7,100.11
	<u>7,100.11</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>12/5/2011</b>												
MOHAVE ENVIRONMENTAL LAB				8270								
57107	1	Inv	TESTING		11/22/2011 12/14/2011	1,015.00	0 No		.00			12/11 002-092-5041
CARQUEST AUTO PARTS				2440								
11302011	1	Inv	PARTS		11/30/2011 12/07/2011	48.58	2 No	12/13/2011	.00			12/11 002-090-5024
11302011	2	Inv	PARTS		11/30/2011 12/07/2011	30.04	2 No	12/13/2011	.00			12/11 001-084-5024
11302011	3	Inv	PARTS		11/30/2011 12/07/2011	119.13	2 No	12/13/2011	.00			12/11 001-085-5024
11302011	4	Inv	PARTS		11/30/2011 12/07/2011	6.56	2 No	12/13/2011	.00			12/11 001-085-5026
11302011	5	Inv	PARTS		11/30/2011 12/07/2011	13.96	2 No	12/13/2011	.00			12/11 001-005-5024
11302011	6	Inv	PARTS		11/30/2011 12/07/2011	124.16	2 No	12/13/2011	.00			12/11 002-090-5024
11302011	7	Inv	PARTS		11/30/2011 12/07/2011	154.86	2 No	12/13/2011	.00			12/11 007-087-5024
11302011	8	Inv	PARTS		11/30/2011 12/07/2011	324.16	2 No	12/13/2011	.00			12/11 001-040-5026
11302011	9	Inv	PARTS		11/30/2011 12/07/2011	400.07	2 No	12/13/2011	.00			12/11 001-040-5024
11302011	10	Inv	PARTS		11/30/2011 12/07/2011	37.78	2 No	12/13/2011	.00			12/11 001-085-5024
Total 11302011						1,259.30						
Total 2440						1,259.30						
CDW GOVERNMENT INC				3155								
8556784	1	Inv	EQUIPMENT		11/22/2011 12/14/2011	357.66	1 No		.00			12/11 002-092-5071
B556784	1	Inv	EQUIPMENT		11/22/2011 12/14/2011	107.42	1 No		.00			12/11 001-004-5021
Total 3155						465.08						
FUTURE TIRE, INC.				5241								
W22598	1	Inv	REPAIRS		11/30/2011 12/14/2011	15.00	2 No		.00			12/11 001-085-5024
W22595	1	Inv	REPAIRS		11/30/2011 12/14/2011	10.00	2 No		.00			12/11 001-050-5024
Total 5241						25.00						
AUTO SAFETY HOUSE				1571								
3213390002	1	Inv	PARTS/REPAIRS		12/05/2011 12/14/2011	58.72	2 No		.00			12/11 007-087-5024
ADEQ - WATER QUALITY				300								
80633	1	Inv	FEES		12/05/2011 01/25/2012	3,020.00	0 No		.00			12/11 002-092-5054

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
VERIZON WIRELESS				530								
1032957644	1	Inv	UTILITIES		11/21/2011	56.86	0		.00			12/11
					12/06/2011		No			001-031-5048		
1032957644	2	Inv	UTILITIES		11/21/2011	40.04	0		.00			12/11
					12/06/2011		No			002-091-5048		
1032957644	3	Inv	UTILITIES		11/21/2011	40.04	0		.00			12/11
					12/06/2011		No			002-092-5048		
1032957644	4	Inv	UTILITIES		11/21/2011	41.63	0		.00			12/11
					12/06/2011		No			001-093-5048		
1032957644	5	Inv	UTILITIES		11/21/2011	227.37	0		.00			12/11
					12/06/2011		No			001-050-5048		
1032957644	6	Inv	UTILITIES		11/21/2011	55.11	0		.00			12/11
					12/06/2011		No			001-060-5048		
1032957644	7	Inv	UTILITIES		11/21/2011	55.11	0		.00			12/11
					12/06/2011		No			001-004-5048		
1032957644	8	Inv	UTILITIES		11/21/2011	58.37	0		.00			12/11
					12/06/2011		No			002-090-5048		
1032957644	9	Inv	UTILITIES		11/21/2011	59.69	0		.00			12/11
					12/06/2011		No			007-087-5048		
1032957644	10	Inv	UTILITIES		11/21/2011	38.47	0		.00			12/11
					12/06/2011		No			007-087-5048		
1032957644	11	Inv	UTILITIES		11/21/2011	38.98	0		.00			12/11
					12/06/2011		No			001-040-5048		
1032957644	12	Inv	UTILITIES		11/21/2011	71.66	0		.00			12/11
					12/06/2011		No			001-085-5048		
Total 1032957644						783.33						
Total 530						783.33						
FRONTIER COM LONG DISTANCE				3353								
3613139	1	Inv	UTILITIES		11/20/2011	7.72	2		.00			12/11
					12/06/2011		No			001-004-5048		
3613139	2	Inv	UTILITIES		11/20/2011	57.62	2		.00			12/11
					12/06/2011		No			001-050-5048		
3613139	3	Inv	UTILITIES		11/20/2011	.42	2		.00			12/11
					12/06/2011		No			001-060-5048		
3613139	4	Inv	UTILITIES		11/20/2011	11.68	2		.00			12/11
					12/06/2011		No			001-084-5048		
3613139	5	Inv	UTILITIES		11/20/2011	12.49	2		.00			12/11
					12/06/2011		No			001-004-5048		
3613139	6	Inv	UTILITIES		11/20/2011	.50	2		.00			12/11
					12/06/2011		No			007-087-5048		
3613139	7	Inv	UTILITIES		11/20/2011	.26	2		.00			12/11
					12/06/2011		No			001-031-5048		
3613139	8	Inv	UTILITIES		11/20/2011	26.17	2		.00			12/11
					12/06/2011		No			001-020-5048		
3613139	9	Inv	UTILITIES		11/20/2011	3.21	2		.00			12/11
					12/06/2011		No			002-092-5048		
Total 3613139						120.07						
Total 3353						120.07						

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 12/5/2011					6,746.50						

12/05/2011 GL Period Summary

GL Period	Amount
12/11	6,746.50
	<u>6,746.50</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>12/6/2011</b>											
MCPHERSON COLLISION			8051								
2232	1	Inv	VEHICLE REPAIRS	12/06/2011 12/14/2011	51.19	2 No		.00		001-050-5024	12/11
AZ DEPT OF REVENUE - UTIL TAX			1830								
NOV 2011	1	Inv	UTILITIES TAX	12/01/2011 12/07/2011	2,810.90	0 No		.00		002-0002460	12/11
WASTE MGT / PAINTED DESERT L/F			9430								
10534-0462-8	1	Inv	LANDFILL FEES	12/01/2011 12/07/2011	10,064.54	0 No		.00		002-090-5049	12/11
CASELLE INC			3140								
40466	1	Inv	SUPPORT	12/01/2011 01/25/2012	2,552.00	0 No		.00		001-004-5049	12/11
UNISOURCE ENERGY SERVICES			3380								
12022011	1	Inv	UTILITIES	12/02/2011 12/07/2011	41.48	0 No		.00		002-090-5048	12/11
12022011	2	Inv	UTILITIES	12/02/2011 12/07/2011	308.10	0 No		.00		001-031-5048	12/11
12022011	3	Inv	UTILITIES	12/02/2011 12/07/2011	402.28	0 No		.00		001-099-5048	12/11
12022011	4	Inv	UTILITIES	12/02/2011 12/07/2011	99.54	0 No		.00		001-004-5048	12/11
Total 12022011					851.40						
Total 3380					851.40						
BRADCO			2590								
172521	1	Inv	STARTING FLUID	12/06/2011 12/14/2011	17.26	0 No		.00		007-087-5027	12/11
172521	2	Inv	STARTING FLUID	12/06/2011 12/14/2011	17.25	0 No		.00		002-091-5024	12/11
Total 172521					34.51						
Total 2590					34.51						
FRONTIER COMM TELE			3350								
12012011	1	Inv	UTILITIES	12/01/2011 12/07/2011	144.27	0 No		.00		002-091-5048	12/11
12012011	2	Inv	UTILITIES	12/01/2011 12/07/2011	152.14	0 No		.00		001-060-5048	12/11
12012011	3	Inv	UTILITIES	12/01/2011 12/07/2011	1,203.13	0 No		.00		001-050-5048	12/11
12012011	4	Inv	UTILITIES	12/01/2011 12/07/2011	150.42	0 No		.00		001-084-5048	12/11
12012011	5	Inv	UTILITIES	12/01/2011 12/07/2011	151.42	0 No		.00		001-085-5048	12/11
12012011	6	Inv	UTILITIES	12/01/2011 12/07/2011	238.33	0 No		.00		001-093-5048	12/11
12012011	7	Inv	UTILITIES	12/01/2011	545.83	0		.00			12/11

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
12012011	8	Inv	UTILITIES		12/07/2011 12/01/2011	115.06	No 0		.00	002-092-5048		12/11
12012011	9	Inv	UTILITIES		12/07/2011 12/01/2011	162.83	No 0		.00	001-020-5048		12/11
12012011	10	Inv	UTILITIES		12/07/2011 12/01/2011	616.24	No 0		.00	001-040-5048		12/11
					12/07/2011		No			001-004-5048		
Total 12012011						3,479.67						
Total 3350						3,479.67						
Total 12/6/2011						19,844.21						

12/06/2011 GL Period Summary

GL Period	Amount
12/11	19,844.21
	<u>19,844.21</u>
Grand Total:	<u>96,620.39</u>

Report GL Period Summary

GL Period	Amount
11/11	62,929.57
12/11	33,690.82
	<u>96,620.39</u>

Vendor Number Hash: 209136  
 Vendor Number Hash - Split: 383852  
 Total Number of Invoices: 53  
 Total Number of Transactions: 136

TC	Terms Description	Invoice Amt	Discount Amt	Net Inv Amt
0	Open Terms	91,971.35	.00	91,971.35
1	NET 20	944.58	.00	944.58
2	NET 7	3,503.74	.00	3,503.74
3	IMMEDIATELY	.00	.00	.00
4	2% 15TH, NET 30	200.72	.00	200.72
		<u>96,620.39</u>	<u>.00</u>	<u>96,620.39</u>

Report Criteria:

Invoice.Vendor No = 9701-999999

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>11/17/2011</b>												
QUALITY READY MIX-CEMEX				9955								
9422649375	1	Inv	CONCRETE		11/15/2011	2,457.78	8	11/30/2011	22.55			11/11
					11/23/2011		No			007-087-5026		
9422649376	1	Inv	CONCRETE		11/15/2011	2,459.98	8	11/30/2011	22.55			11/11
					11/23/2011		No			007-087-5026		
Total 9955						4,917.76						
SAM'S CLUB 6604				10530								
11102011	1	Inv	SUPPLIES		11/10/2011	16.48	0		.00			11/11
					11/23/2011		No			001-004-5021		
AVESIS THIRD PARTY ADMIN INC				21412								
11172011	1	Inv	INSURANCE PREMIUM		11/17/2011	428.65	0		.00			11/11
					11/23/2011		No			099-0002524		
O'REILLY AUTO PARTS				21622								
2652-148805	1	Inv	PARTS		11/16/2011	14.82	0		.00			11/11
					12/14/2011		No			002-091-5024		
2652-148897	1	Inv	PARTS		11/17/2011	32.99	0		.00			11/11
					12/14/2011		No			002-090-5024		
Total 21622						47.81						
Total 11/17/2011						5,410.70						

11/17/2011 GL Period Summary

GL Period	Amount
11/11	5,410.70
	<u>5,410.70</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>11/18/2011</b>												
<b>JACK'S MUSTANG</b>												
16377	1	Inv	PROPANE	10250	11/18/2011	21.19	0		.00			11/11
					11/23/2011		No			002-090-5027		
<b>QUALITY READY MIX-CEMEX</b>												
9422651959	1	Inv	CONCRETE	9955	11/16/2011	4,720.04	8	12/01/2011	47.20			11/11
					11/23/2011		No			007-087-5026		
Total 11/18/2011						<u>4,741.23</u>						

11/18/2011 GL Period Summary

GL Period	Amount
11/11	<u>4,741.23</u>
	<u>4,741.23</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>11/21/2011</b>												
O'REILLY AUTO PARTS			21622									
2652-149036	1	Inv	PARTS		11/18/2011	36.32	0		.00			11/11
					12/14/2011		No			007-087-5024		
2652-149019	1	Inv	PARTS		11/18/2011	12.09	0		.00			11/11
					12/14/2011		No			001-050-5024		
2652-148937	1	Inv	PARTS		11/17/2011	9.64	0		.00			11/11
					12/14/2011		No			001-085-5026		
Total 21622						58.05						
PRECISION ELECTRIC			21262									
1-062091	1	Inv	PARTS		09/15/2011	77.01	0		.00			11/11
					11/23/2011		No			002-091-5026		
MORENO, CRYSTAL			21789									
2943.05	1	Inv	REDUND DEPOSIT		11/17/2011	99.15	0		.00			11/11
					11/23/2011		No			002-0002520		
MILLER, WANDA			21788									
233702	1	Inv	REFUND DEPOSIT		11/21/2011	108.90	0		.00			11/11
					11/23/2011		No			002-0002520		
U.S. BANK TRUST / CORP TRUST			12291									
11212011	1	Inv	2001A BOND PAYMENT		11/21/2011	1,115.00	3		.00			11/11
					12/14/2011		No			002-292-5084		
ADVANCED INFOR SYSTEMS			21240									
8943	1	Inv	UTILITY BILLING		11/17/2011	58.92	0		.00			11/11
					11/23/2011		No			002-090-5042		
8943	2	Inv	UTILITY BILLING		11/17/2011	58.92	0		.00			11/11
					11/23/2011		No			002-091-5042		
8943	3	Inv	UTILITY BILLING		11/17/2011	58.91	0		.00			11/11
					11/23/2011		No			002-092-5042		
Total 8943						176.75						
Total 21240						176.75						
TRIPLE M RECREATION LLC			21084									
111035	1	Inv	EQUIPMENT		11/10/2011	1,035.07	0		.00			11/11
					12/14/2011		No			001-031-5073		
Total 11/21/2011						2,669.93						

11/21/2011 GL Period Summary

GL Period	Amount
11/11	2,669.93

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<u>GL Period</u>	<u>Amount</u>
	<u>2,669.93</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>11/28/2011</b>												
MOVIE FRENZY				21790								
11282011	1	Inv	MOVIES, GAMES		11/28/2011	984.00	0		.00			11/11
					11/30/2011		No			001-020-5026		
O'REILLY AUTO PARTS				21622								
2652-149395	1	Inv	PARTS		11/21/2011	29.39	0		.00			11/11
					12/14/2011		No			001-085-5024		
2652-149103	1	Inv	PARTS		11/18/2011	36.32	0		.00			11/11
					12/14/2011		No			007-087-5024		
Total 21622						6.93	-					
QUILL OFFICE PRODUCTS				9990								
7927514	1	Inv	SUPPLIES		11/08/2011	10.97	0		.00			11/11
					12/14/2011		No			001-050-5021		
UNIQUE MANAGEMENT SERVICES INC				21441								
215920	1	Inv	COLLECTIONS		11/01/2011	35.80	0		.00			11/11
					12/14/2011		No			001-000-4720		
PEAK ENGINEERING				21791								
11COH01-01	1	Inv	PROFESSIONAL SERVICE		11/22/2011	495.00	0		.00			11/11
					11/30/2011		No			001-004-5041		
DARLEY & COMPANY				21302								
147048	1	Inv	FIRE EQUIPMENT		06/30/2011	164.95	0		.00			11/11
					12/14/2011		No			001-060-5026		
PRIESTO, MIGUEL A.				21792								
124907	1	Inv	REFUND DEPOSIT		11/22/2011	64.64	0		.00			11/11
					11/30/2011		No			002-0002520		
QUILL OFFICE PRODUCTS				9990								
8231634	1	Inv	SUPPLIES		11/22/2011	100.52	0		.00			11/11
					12/14/2011		No			001-004-5021		
HUDSON, ANDREA				21793								
21555	1	Inv	REFUND OVERPAYMENT		07/23/2011	16.00	0		.00			11/11
					11/30/2011		No			001-000-4710		
Total 11/28/2011						1,864.95						

11/28/2011 GL Period Summary

GL Period	Amount
11/11	1,864.95
	<u>1,864.95</u>

<u>GL Period</u>	<u>Amount</u>
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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>11/30/2011</b>												
ARIZONA PUBLIC SERVICE			21025									
51	1	Inv	STREETLIGHT AGREEMENT		12/01/2011 12/01/2011	566.46	0 No		.00		11/11 007-087-5048	Y
MOUNTAIN HIGH WATER, LLC			21154									
7012049	1	Inv	MONTHLY LEASE PAYMENT		12/01/2011 12/01/2011	1,350.00	0 No		.00		11/11 001-040-5047	Y
U.S. POSTMASTER			21221									
33	1	Inv	UTILITY BILLING		12/01/2011 12/01/2011	200.00	0 No		.00		11/11 002-090-5042	Y
33	2	Inv	UTILITY BILLING		12/01/2011 12/01/2011	200.00	0 No		.00		11/11 002-091-5042	Y
33	3	Inv	UTILITY BILLING		12/01/2011 12/01/2011	200.00	0 No		.00		11/11 002-092-5042	Y
Total 33						600.00						
Total 21221						600.00						
ADT SECURITY SERVICES			21275									
10144	1	Inv	SECURITY SERVICES		12/01/2011 12/01/2011	46.75	0 No		.00		11/11 001-004-5049	Y
YESCO			21716									
4	1	Inv	MAINTENANCE		12/01/2011 12/01/2011	265.00	0 No		.00		11/11 001-014-5057	Y
JACK'S MUSTANG			10250									
16395	1	Inv	PROPANE		11/21/2011 12/14/2011	56.62	0 No		.00		11/11 002-090-5027	
SERVICE ELECTRIC			10680									
776164	1	Inv	REPAIRS		11/29/2011 12/14/2011	93.59	0 No		.00		11/11 002-091-5026	
Total 11/30/2011						2,978.42						

11/30/2011 GL Period Summary

GL Period	Amount
11/11	2,978.42
	<u>2,978.42</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>12/2/2011</b>											
QUALITY READY MIX-CEMEX 9955											
9422725308	1	Inv	CONCRETE	11/29/2011 12/07/2011	5,367.96	8 No	12/14/2011	49.32		007-087-5026	12/11
JACK'S MUSTANG 10250											
17719	1	Inv	PROPANE	12/01/2011 12/14/2011	17.03	0 No		.00		001-084-5027	12/11
HOLBROOK FIRST STEP 21380											
NOV 2011	1	Inv	PROFESSIONAL SERVICE	11/30/2011 12/07/2011	77.50	0 No		.00		001-014-5057	12/11
Total 12/2/2011					<u>5,462.49</u>						

12/02/2011 GL Period Summary

GL Period	Amount
12/11	5,462.49
	<u>5,462.49</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>12/5/2011</b>												
O'REILLY AUTO PARTS			21622									
2652-150291	1	Inv	PARTS		11/30/2011	44.03	0		.00			12/11
					12/14/2011		No			001-040-5022		
2652-150606	1	Inv	PARTS		12/02/2011	88.07	0		.00			12/11
					12/14/2011		No			001-085-5026		
2652-150533	1	Inv	PARTS		12/02/2010	44.06	0		.00			12/11
					12/14/2011		No			001-050-5024		
2652-150073	1	Inv	PARTS		11/28/2011	42.34	0		.00			12/11
					12/14/2011		No			001-050-5024		
Total 21622						218.50						
GHD INC.			21523									
8309224	1	Inv	ENGINEERING SERVICES		11/25/2011	192.90	0		.00			12/11
					12/14/2011		Yes			002-191-5072		
ALBERT HOLLER & ASSOCIATES			21271									
11302011	1	Inv	AUDITING SERVICES		11/30/2011	2,000.00	0		.00			12/11
					12/14/2011		No			001-004-5041		
AMRRP			21086									
11172011	1	Inv	INSURANCE DEDUCTIBLE		11/17/2011	414.83	0		.00			12/11
					12/06/2011		No			001-004-5051		
Total 12/5/2011						2,826.23						

12/05/2011 GL Period Summary

GL Period	Amount
12/11	2,826.23
	<u>2,826.23</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>12/6/2011</b>											
LITTLE COLORADO MEDICAL			21525								
29972	1	Inv	PROFESSIONAL SERVICE	09/18/2010 12/07/2011	329.30	0 No		.00		001-050-5041	12/11
R.A.G.H.T.			10005								
12052011	1	Inv	INSURANCE PREMIUMS	12/05/2011 12/07/2011	56,436.04	2 No		.00		099-0002524	12/11
HOLBROOK VETERINARY CLINIC			20796								
5860	1	Inv	PROFESSIONAL SERVICE	12/01/2011 12/07/2011	45.00	0 No		.00		001-050-5041	12/11
5859	1	Inv	PROFESSIONAL SERVICE	12/01/2011 12/07/2011	35.00	0 No		.00		001-050-5041	12/11
5858	1	Inv	PROFESSIONAL SERVICE	12/01/2011 12/07/2011	67.00	0 No		.00		001-050-5041	12/11
Total 20796					147.00						
U.S. POSTMASTER			12330								
2012-970	1	Inv	BOX /PERMIT RENEWAL	12/06/2011 12/14/2011	320.00	0 No		.00		001-004-5042	12/11
SOLIS, CARLOS			21794								
H11-04371	1	Inv	REFUND OVERPAYMENT	12/06/2011 12/07/2011	70.00	0 No		.00		001-000-4710	12/11
THE HARTFORD			21795								
11252011	1	Inv	INSURANCE	11/25/2011 12/14/2011	834.00	0 No		.00		001-014-5057	12/11
Total 12/6/2011					58,136.34						

12/06/2011 GL Period Summary

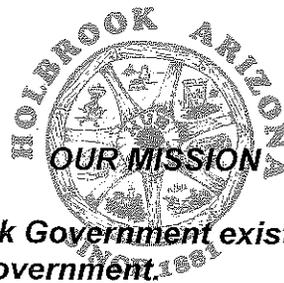
GL Period	Amount
12/11	58,136.34
	<u>58,136.34</u>
Grand Total:	<u><u>58,136.34</u></u>

Report GL Period Summary

GL Period	Amount
11/11	17,665.23

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

*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.

1  
2 MINUTES OF THE REGULAR MEETING OF THE  
3 HOLBROOK CITY COUNCIL HELD ON NOVEMBER 22, 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, Vice-Mayor Charles Haussman, Councilmember's Richard Peterson,  
10 Wade Carlisle, Myron Maxwell, Bobby Tyler, and Phil Cobb.

11 PLEDGE OF ALLEGIANCE/INVOCATION:

12 City Clerk Reyes led the pledge of allegiance and Councilmember Cobb gave the  
13 invocation.

14 CITY STAFF:

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

17 CEREMONIALS/ANNOUNCEMENTS/PRESENTATION:

18 PETITIONS FROM THE PUBLIC:

19 PUBLIC HEARING:

20 Vice-Mayor Haussman made a motion to open the public hearing. Councilmember  
21 Cobb seconded and the public hearing opened at 6:03 p.m. Manager Alley explained  
22 that the only rates that were increasing at the Golf Course were the cart fees due to  
23 increased costs to maintain. No further comment the public hearing was closed at 6:06  
24 p.m.

25 CONSENT AGENDA

26 Councilmember Cobb made a motion to approve the items on the consent agenda.

1 A. Claims/payment approval for November 3, 2011 thru November 16, 2011.

2 B. Minutes of the regular meeting held on November 8, 2011.

3 C. Minutes for the special meeting held on March 1, 2011.

4 Councilmember Peterson seconded and the motion carried unanimously.

5

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

7 Mayor Hill and Councilmember Carlisle recused themselves from this item as they are owners  
8 of Walt's Hardware. Councilmember Maxwell made a motion to approve the claims for Walt's  
9 Hardware in the amount of \$2518.08. Councilmember Cobb seconded and the motion carried  
10 unanimously.

11 SUMMARY OF CURRENT EVENTS:

12 Mayor:

13 1. Mayor Hill reported that a draft for the public intoxication legislation by Senator  
14 Allen has been distributed and he will keep the Council updated as he knows  
15 more.

16 Councilmembers:

17 1. Councilmember Cobb congratulated the Chamber of Commerce on the Holiday  
18 Showcase.

19 2. Councilmember Cobb congratulated the Methodist Church on their recent  
20 luncheon.

21 3. Councilmember Maxwell stated that he needs educated on sanitation pick up for  
22 Holidays.

23 4. Vice-Mayor Haussman reported that Manager Alley and he had met with Pat  
24 Avery of Global Resources and that he feels everything looks positive at this

1 time. Vice-Mayor Hausman stated that the permitting process could take 6-9,  
2 months and the mine would be constructed in 2012 and possibly in operation by  
3 2014.

4 Manager's Report:

5 OLD BUSINESS:

6 NEW BUSINESS:

7 A. City Clerk Reyes asked the Council to approve an agreement with Lena  
8 Alley for use of the Fitness Center for Zumba Instruction. City Clerk  
9 Reyes stated that the agreement is the same as the other Zumba  
10 Instructors agreement and that Ms. Alley has secured liability insurance.  
11 Vice-Mayor Hausman made a motion to enter into the agreement with  
12 Lena Alley for use of the Fitness Center to conduct Zumba Instruction.  
13 Councilmember Cobb seconded and the motion carried unanimously.

14 B. City Clerk Reyes asked the Council to renew an agreement with Olivia  
15 Gonzales for Massage Therapy at the Fitness Center. City Clerk Reyes  
16 stated that the agreement is the same as last year's. Councilmember  
17 Cobb made a motion to renew the agreement. Vice-Mayor Hausman  
18 seconded and the motion carried unanimously.

19 C. Mayor Hill made a motion to cancel the December 27, 2011 regular  
20 meeting due to the Christmas Holidays. Councilmember Cobb seconded  
21 and the motion carried unanimously.

22 D. City Clerk Reyes stated that it is time for Manager Alley's annual review  
23 and asked the Council to give her instruction as to when and the process

1 to be followed. Vice-Mayor Hausman made a motion to conduct  
2 Manager Alley's annual review on January 10, 2012 during the regular  
3 Council meeting and that the City Clerk be given the necessary paperwork  
4 to tabulate results and not involve the City Attorney's. Councilmember  
5 Cobb seconded and the motion carried unanimously.

6 E. City Clerk Reyes presented Resolution 11-10 captioned as follows:

7 **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF**  
8 **HOLBROOK, ARIZONA, AMENDING THE FEES FOR USERS OF THE CITY'S**  
9 **HIDDEN COVE GOLF COURSE**  
10

11 Vice-Mayor Hausman made a motion to adopt Resolution 11-10.  
12 Councilmember Cobb seconded and the motion carried unanimously.

13 F. City Clerk Reyes presented Resolution 11-13 captioned as follows:

14 **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF**  
15 **HOLBROOK, ARIZONA, THROUGH THE LEAGUE OF ARIZONA CITIES AND**  
16 **TOWNS AND ITS MUNICIPAL MEMBERS, CALLING UPON THE ARIZONA**  
17 **STATE LEGISLATURE NOT TO FURTHER REDUCE THE HIGHWAY USER**  
18 **REVENUE FUND ALLOCATIONS TO ARIZONA CITIES AND TOWNS. THE**  
19 **CITY OF HOLBROOK FURTHER ADVOCATES THAT THE ARIZONA**  
20 **LEGISLATURE DEVELOP A PLAN TO, AT A MINIMUM, RESTORE HURF**  
21 **FUNDING TO ARIZONA CITIES AND TOWNS TO THE FISCAL YEAR 2008**  
22 **LEVEL OVER THE NEXT 3 TO 5 YEAR PERIOD.**  
23

24 Councilmember Cobb made a motion to adopt Resolution 11-13.  
25 Councilmember Maxwell seconded and the motion carried unanimously.

26 G. Manager Alley stated that the Memorandum of Understanding is with  
27 the entities involved with the EPA Brownfield's Assessment Grant and will  
28 allow the City of Flagstaff to administer the grant. Manager Alley stated  
29 that the MOU lists specifics voting rights for each entity as well.

1 Councilmember Cobb made a motion to enter into an IGA with City of  
2 Flagstaff, City of Winslow, Coconino County and Navajo County.  
3 Councilmember Tyler seconded and the motion carried unanimously.

4 EXECUTIVE SESSION:

5 POST EXECUTIVE SESSION:

6 CALL TO THE AUDIENCE:

7 ADJOURNMENT:

8 There being no further business to come before the Council at this time, adjourned the  
9 meeting by unanimous consent at 6:34 p.m.

10

11

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

12

CERTIFICATION:

13

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

14

the regular meeting of the Holbrook City Council held on the November 22, 2011. I

15

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

16

17

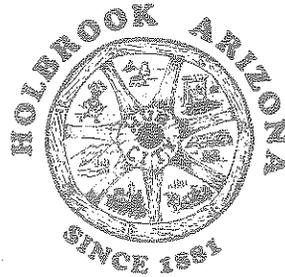
\_\_\_\_\_  
Cher Reyes, CMC, CPM, City Clerk

18

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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

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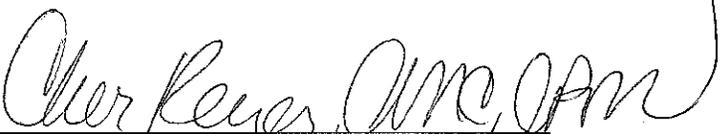
AGENDA  
CITY COUNCIL WORK SESSION  
APRIL 12, 2011  
5:00 P.M.

The items listed below are for discussion.

NEW BUSINESS:

- A. Fiscal year 2012 budget.

Dated this 4<sup>th</sup> Day of April 2011.

  
Cher Reyes, CMC, CPM, City Clerk



1 possibility that the balance owed for Spillman can be paid this year if expenses come in  
2 under budget. Finance Director Sullivan stated that there will not be much change for  
3 Lodger's Tax, the only change for the Library is health and retirement and the only  
4 change for Park's is the \$2000.00 payment to NPC for Fitness Center equipment per  
5 the agreement. Finance Director Sullivan stated that the big increases for Police  
6 Department are due to prosecution, Spillman software, and County Dispatch and jail  
7 services. At this time total City budget is \$8.2 million and with contingency it is \$9.7  
8 million. Manager Alley asked for Council's permission to hold another work session on  
9 April 26 or May 10, 2011 at 5:00 p.m.

10 ADJOURNMENT:

11 There being no further business to come before the Council at this time the Work  
12 Session adjourned at 6:00 p.m.

13

14

---

15

Jeff Hill, Mayor

16 CERTIFICATION:

17 I hereby certify that the foregoing minutes are a true and correct copy of the minutes of  
18 the work session of the Holbrook City Council held on the 12th day of April 2011 I  
19 further certify that the meeting was duly called and held and that a quorum was present.

20

21

22

---

Cher Reyes, CMC, CPM, City Clerk

23



10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?  
 YES  NO (attach explanation if yes)
11. This organization has been issued a special event license for 4 days this year, including this event  
(not to exceed 10 days per year).
12. Is the organization using the services of a promoter or other person to manage the event?  YES  NO  
If yes, attach a copy of the agreement.

13. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds.  
**THE ORGANIZATION APPLYING MUST RECEIVE 25% of the gross revenues of Alcoholic Beverage Sales.**

Name	Address	Percentage
BPOE #2450	714 Eldon Ave Holbrook AZ 86025	100%

(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.  
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES."

15. What security and control measures will you take to prevent violations of state liquor laws at this event?  
(List type and number of security/police personnel and type of fencing or control barriers if applicable)

# Police                       Fencing  
 # Security personnel       Barriers

16. Is there an existing liquor license at the location where the special event is being held?  YES  NO  
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use?  YES  NO  
**(ATTACH COPY OF AGREEMENT)**

BPOE #2450                                      (928) 524-6789  
Name of Business                                      Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades or other control measures and security positions.



*Holbrook Lodge No. 2450*

BENEVOLENT AND PROTECTIVE ORDER OF ELKS

Arizona Department of Liquor Licenses & Control  
800 W. Washington 5<sup>th</sup> Floor  
Phoenix, AZ 85007-2934  
(602) 542-5141

Subject: Agreement to Suspend

We agree to suspend our #14 liquor license in the area in which the special event license will be in use during the time period of the event.

*Cindy Allen*

Agent

**THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1**

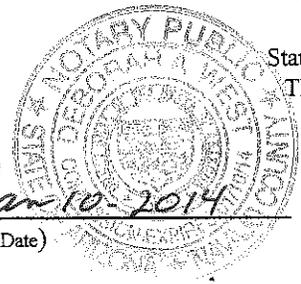
18. I, Cindy F Allen, declare that I am an **Officer/Director/Chairperson** appointing the applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License

X Cindy F Allen Agent 11/28/11 928-241-1796  
(Signature) (Title/Position) (Date) (Phone #)

State of Arizona County of Navajo  
The foregoing instrument was acknowledged before me this

28 11 2011  
Day Month Year

My Commission expires on: Jan 10, 2014 Deborah A West  
(Date) (Signature of NOTARY PUBLIC)



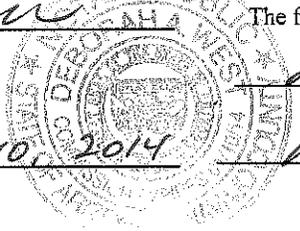
**THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6**

19. I, Cindy F Allen, declare that I am the APPLICANT filing this application as listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.

X Cindy F Allen State of Arizona County of Navajo  
(Signature) The foregoing instrument was acknowledged before me this

28 11 2011  
Day Month Year

My commission expires on: Jan 10, 2014 Deborah A West  
(Date) (Signature of NOTARY PUBLIC)



**You must obtain local government approval. City or County MUST recommend event & complete item #20. The local city or county jurisdiction may require additional applications to be completed and additional licensing fees before approval may be granted.**

**LOCAL GOVERNING BODY APPROVAL SECTION**

20. I, \_\_\_\_\_ hereby recommend this special event application  
(Government Official) (Title)  
on behalf of \_\_\_\_\_  
(City, Town or County) (Signature of OFFICIAL) (Date)

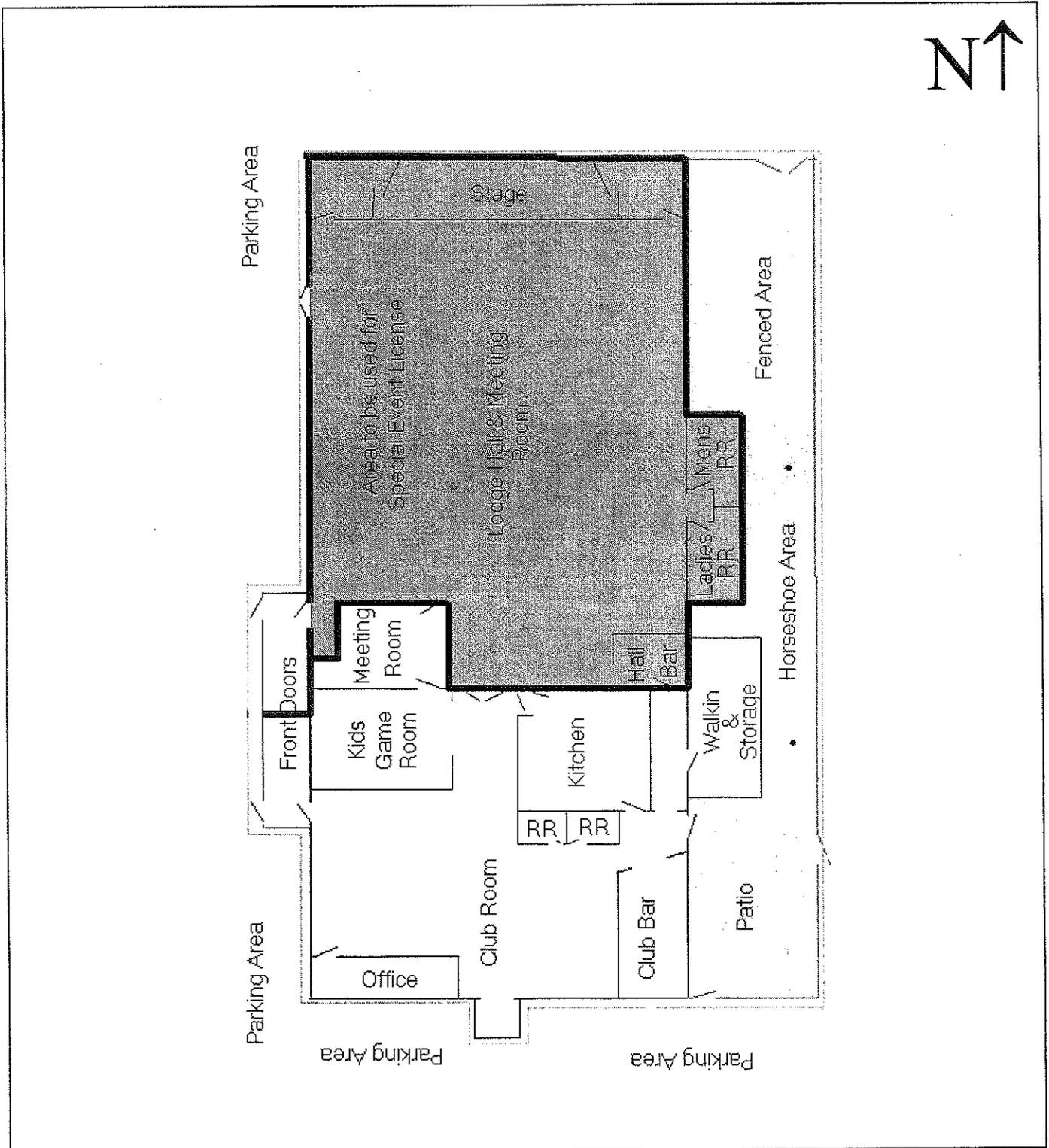
**FOR DLLC DEPARTMENT USE ONLY**

Department Comment Section:  
\_\_\_\_\_  
\_\_\_\_\_  
(Employee) (Date)

APPROVED  DISAPPROVED BY: \_\_\_\_\_  
(Title) (Date)

**SPECIAL EVENT LICENSED PREMISES DIAGRAM**  
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)  
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



**CITY OF HOLBROOK**

**INVOICE APPROVAL REPORT**

**BY GL NUMBER WALT'S  
HARDWARE**

11/17/2011 THRU 12/07/11

**TOTAL**

**\$1,395.37**

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>11/28/2011</b>												
WALT'S HARDWARE			9700									
096766	1	Inv	JANITORIAL CONTRACT		11/23/2011	62.41	0		.00			11/11
					12/14/2011		No				001-031-5026	
096766	2	Inv	SUPPLIES		11/23/2011	62.42	0		.00			11/11
					12/14/2011		No				001-005-5026	
Total 096766						124.83						
Total 9700						124.83						
Total 11/28/2011						124.83						

11/28/2011 GL Period Summary

GL Period	Amount
11/11	124.83
	124.83

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>12/2/2011</b>											
096919	1	Inv	JANITORIAL CONTRACT	11/29/2011 12/07/2011	85.12	0 No		.00		001-020-5021	12/11
096919	2	Inv	JANITORIAL CONTRACT	11/29/2011 12/07/2011	39.79	0 No		.00		001-031-5021	12/11
096919	3	Inv	JANITORIAL CONTRACT	11/29/2011 12/07/2011	27.72	0 No		.00		001-020-5021	12/11
096919	4	Inv	JANITORIAL CONTRACT	11/29/2011 12/07/2011	37.41	0 No		.00		001-050-5021	12/11
096919	5	Inv	JANITORIAL CONTRACT	11/29/2011 12/07/2011	36.82	0 No		.00		001-004-5021	12/11
Total 096919					226.86						
Total 9700					226.86						
Total 12/2/2011					226.86						

12/02/2011 GL Period Summary

GL Period	Amount
12/11	226.86
	<u>226.86</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>12/5/2011</b>											
11302011	1	Inv	SUPPLIES	11/30/2011 12/14/2011	19.81	0 No		.00			12/11
11302011	2	Inv	SUPPLIES	11/30/2011 12/14/2011	10.69	0 No		.00	001-099-5048		12/11
11302011	3	Inv	SUPPLIES	11/30/2011 12/14/2011	15.92	0 No		.00	002-090-5026		12/11
11302011	4	Inv	SUPPLIES	11/30/2011 12/14/2011	76.84	0 No		.00	001-040-5026		12/11
11302011	5	Inv	SUPPLIES	11/30/2011 12/14/2011	127.33	0 No		.00	002-092-5026		12/11
11302011	6	Inv	SUPPLIES	11/30/2011 12/14/2011	76.84	0 No		.00	001-014-5026		12/11
11302011	7	Inv	SUPPLIES	11/30/2011 12/14/2011	215.85	0 No		.00	002-091-5026		12/11
11302011	8	Inv	SUPPLIES	11/30/2011 12/14/2011	226.30	0 No		.00	001-031-5026		12/11
11302011	9	Inv	SUPPLIES	11/30/2011 12/14/2011	208.48	0 No		.00	001-004-5026		12/11
11302011	10	Inv	SUPPLIES	11/30/2011 12/14/2011	11.45	0 No		.00	007-087-5026		12/11
11302011	11	Inv	SUPPLIES	11/30/2011 12/14/2011	36.64	0 No		.00	001-005-5026		12/11
11302011	12	Inv	SUPPLIES	11/30/2011 12/14/2011	17.53	0 No		.00	002-090-5026		12/11
									001-031-5026		
Total 11302011					1,043.68						
Total 9700					1,043.68						
Total 12/5/2011					1,043.68						

12/05/2011 GL Period Summary

GL Period	Amount
12/11	1,043.68
	<u>1,043.68</u>
Grand Total:	<u>1,395.37</u>

Report GL Period Summary

GL Period	Amount
11/11	124.83
12/11	1,270.54

HOLBROOK CITY COUNCIL

AGENDA ITEM

ISSUE/ITEM: Request to renew agreement with Amber Smith for Zumba Instruction

DATE OF MEETING: December 13, 2011

ACTION REQUESTED: Approval of renewal of agreement.

BACKGROUND: Agreement is the same as last year. No changes.

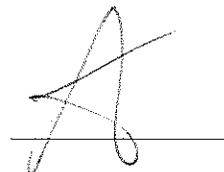
GENERAL PLAN: N/A

BUDGET LINE:

FUNDS AVAILABLE:

AMOUNT TO BE EXPENDED:

Approvals (as required) City Manager



Finance Director



## 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 Amber Smith, hereinafter referred to as "Smith". This agreement is for Zumba instruction at the City of Holbrook's Community Building.

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

1. Smith 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 Cnter for Zumba instruction.
3. This agreement shall be for a period of one year from the date the agreement is signed above; however, City or Smith may cancel the agreement for any reason upon sixty (60) days' written notice to the other party.
4. Smith 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. Smith 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. Smith shall indemnify and hold the City harmless from and against any liability, obligation or damage arising from the use of the premises by Smith, its agents or guests.
8. Smith 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<br>City of Holbrook<br>P.O. Box 970<br>Holbrook, AZ 86025 |
| (2) | SMITH:            | Amber Smith<br>Winslow, AZ 86047                                       |

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

\_\_\_\_\_  
Amber Smith

ATTEST:

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

HOLBROOK CITY COUNCIL

AGENDA ITEM

ISSUE/ITEM: Request to renew agreement with Mark Hawley  
for Martial Arts Instruction

DATE OF MEETING: December 13, 2011

ACTION REQUESTED: Approval of renewal of agreement.

BACKGROUND: Agreement is the same as last year. No changes.

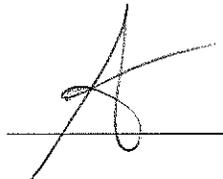
GENERAL PLAN: N/A

BUDGET LINE:

FUNDS AVAILABLE:

AMOUNT TO BE EXPENDED:

Approvals (as required) City Manager

A handwritten signature in black ink, appearing to be 'A', written over a horizontal line.

Finance Director

A handwritten signature in black ink, appearing to be 'All', written over a horizontal line.

## 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 Mark Hawley, hereinafter referred to as "Hawley". This agreement is for Martial arts 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. Hawley agrees to the following:
  - A. To pay a fee of \$1.00 per participant per month.
  - B. To provide his 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 Martial arts instructions.
  
3. This agreement shall be for a period of one (1) year from the date the agreement is signed above; however, City or Hawley may cancel the agreement for any reason upon sixty (60) days' written notice to the other party.
  
4. Hawley 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. Hawley 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. Hawley shall indemnify and hold the City harmless from and against any liability, obligation or damage arising from the use of the premises by Hawley, its agents or guests.
  
8. Hawley 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) HAWLEY: Mark Hawley  
8491 S. State Route 87  
Winslow, AZ 86047

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

\_\_\_\_\_  
Mark Hawley

ATTEST:

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

HOLBROOK CITY COUNCIL

AGENDA ITEM

ISSUE/ITEM: Request to expend funds in the amount of \$9,999.96 to purchase parts to new well site

DATE OF MEETING: December 13, 2011

ACTION REQUESTED: Approval to expend funds in the amount of \$9,999.96 to Canyon Pipe for parts for new well site.

BACKGROUND: Three quotes were received for parts for the new well site. Staff is recommending parts be purchased from Canyon Pipe the lowest amount. The amount of \$9,999.96 is under the threshold for a formal bid.

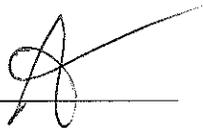
GENERAL PLAN: N/A

BUDGET LINE:

FUNDS AVAILABLE:

AMOUNT TO BE EXPENDED:

Approvals (as required) City Manager

  
\_\_\_\_\_

Finance Director

  
\_\_\_\_\_



NICHOLAS CONSOLIDATED, INC.  
Wholesale Distributors of Plumbing · HVAC · Industrial · Waterworks

\*\* Quotation \*\*

Warehouse: 2  
Canyon Pipe & Supply - Showlow  
700 N. 40th Street  
SHOWLOW, AZ 85901  
Fax # :  
Phone # : 928-532-5996

S3286657  
P/O-JOB: NEW WELL SITE  
Ordered By: mondo  
Required : 11/09/11  
Writer : BRUCE GERMAIN

Page # 1

Qte To:  
CITY OF HOLBROOK - CITHOL  
GENERAL ACCOUNT  
465 N FIRST AVE  
HOLBROOK AZ 8602, AZ 86025  
Phone # : 928-524-6225

Ship To:  
CITY OF HOLBROOK - CITHOL  
GENERAL ACCOUNT  
465 N FIRST AVE  
HOLBROOK AZ 8602, AZ 86025

Qte-Date---Expr-Date--Writer-----Ship Via-----Warehouse-----  
11/09/11 12/24/11 BRUGER OOT OUT OF TWN Shp 2 Sale 2

Qte-Qty--		Unit Price	Net
1ea	602377 WATER SPECIALTIES 10" ML-03 METER FLXFL **	2246.795	2246.79
2ea	602379 ROMAC RFCA-11.10 10" FLANGE COPLING ADAPTER FOR DUCTILE IRON ** ( 10.25" long )	366.875	733.75
1ea	530877 ROMAC RFCA 6.90 6.63-6.90 RESTRAINT SBR SHOP COAT STD B&N **	150.692	150.69
1ea	164959 TYLER 124351 TEE 10X6 FE C110 CL ( 22" long )	735.632	735.63
1ea	164936 TYLER 121817 BEND 10 FE 90 C110 CL ( 18" long )	559.442	559.44
1ea	540608 TYLER 072706 BEND 10 MJXFE 90 C153 CL **	301.180	301.18
1ea	167376 MUEL A23600610 VALVE GATE 10 FLG S/S BOLTS 9000)	1288.051	1288.05
1ea	25747 MUEL A2360-06-6 VALVE GATE 6 FLG (S/S BOLTS 9000)	551.338	551.34
1ea	602458	1888.889	1888.89

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NICHOLAS CONSOLIDATED, INC.  
Wholesale Distributors of Plumbing · HVAC · Industrial · Waterworks

\*\* Quotation \*\*  
NEW WELL SITE

CITY OF HOLBROOK - CITHOL

S3286657 Page 2 of 3

Qte-Qty--		Unit Price	Net
	CRISPIN GC101R 10" FLXFL SILENT GLOBE CHECK VALVE **		
1ea	164940	146.312	146.31
	TYLER 123354 BEND 6 FE 45 C110 CL		
20ft	169724	0.000	0.00
	PIPE DI CL350 10 TJ		
9ea	48060	4.289	38.60
	GASKET BLK RUBBER FF 1/8 10 SOLID NEOPRENE		
9ea	13169	22.894	206.04
	BOLT PACK ONLY 10" OR 12"		
3ea	18780	3.099	9.30
	GASKET BLK RUBBER FF 1/8 6 SOLID NEOPRENE		
3ea	13166	8.076	24.23
	BOLT PACK ONLY 5" / 6" / 8" RB50 (GSNAP5) (GSNAP6)		
2ea	577305	193.744	387.49
	SPOOL DI 10"X 2' FLG X PE **		
1ea	21372	389.488	389.49
	SPOOL DI CMT LND 10"X6' FLGXPE **		
1ea	21395	193.744	193.74
	SPOOL DI CMT LND 6"X3' FLGXFLG **		
1ea	537148	149.000	149.00
	*** FREIGHT CHARGE BILLING ***		
			-----
		QUOTE TOTAL	9999.96
		Quote Amount	----- 9999.96

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NICHOLAS CONSOLIDATED, INC.  
Wholesale Distributors of Plumbing · HVAC · Industrial · Waterworks

\*\* Quotation \*\*  
NEW WELL SITE

S3286657 Page 3 of 3

CITY OF HOLBROOK - CITHOL

Qte-Qty--	Unit Price	Net
-----------	------------	-----

Our Quotations Are Subject To The Following Conditions:  
 Nicholas Consolidated Inc., Phoenix Wholesale Inc and Canyon Pipe & Supply, Inc. (hereinafter NCI) is classed as a material supplier and not a subcontractor. The material referenced in the quotation is our interpretation of the product needed and the contractor should check the product quoted against requirements of plans & specifications.No Purchase order will be accepted against this quotation which reads "in accordance with specs" or "as per plans & specifications" or the like. NCI is not responsible for delays due to strikes, accidents or causes beyond our control.Special orders are strictly non cancelable. NCI makes no warranties, expressed or implied including without limitation warranties of merchandiseability quantities or fitness for use. Any warranty affecting these goods is provided solely by the manufacturer, the terms of which will be furnished upon request. Neither party may claim consequential damages. Prices are subject to change without notice. NCI reserves the right to review the prices prior to the acceptance of any order.

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		<p><b>Branch Locations</b></p>																				
<p><b>NICHOLAS CONSOLIDATED, INC.</b> Wholesale Distributors of Plumbing • HVAC • Industrial • Waterworks</p>		<table border="0"> <tr><td>Corporate</td><td>(602) 353.4146 • Fax (602) 484.4852</td></tr> <tr><td>Phoenix</td><td>(602) 269.6994 • Fax (602) 289.7998</td></tr> <tr><td>Show Low</td><td>(928) 532.5896 • Fax (928) 532.5898</td></tr> <tr><td>Mesa</td><td>(480) 898.8888 • Fax (480) 849.1128</td></tr> <tr><td>Tucson</td><td>(520) 884.8944 • Fax (520) 623.5581</td></tr> <tr><td>Cottonwood</td><td>(928) 646.9499 • Fax (928) 646.8044</td></tr> <tr><td>Tempe</td><td>(480) 222.5809 • Fax (480) 921.0203</td></tr> <tr><td>Surprise</td><td>(623) 544-5200 • Fax (623) 544-5239</td></tr> <tr><td>Flagstaff</td><td>(928) 527.3023 • Fax (928) 527.3094</td></tr> <tr><td>Prescott Valley</td><td>(928) 775.3499 • Fax (928) 775.3635</td></tr> </table>	Corporate	(602) 353.4146 • Fax (602) 484.4852	Phoenix	(602) 269.6994 • Fax (602) 289.7998	Show Low	(928) 532.5896 • Fax (928) 532.5898	Mesa	(480) 898.8888 • Fax (480) 849.1128	Tucson	(520) 884.8944 • Fax (520) 623.5581	Cottonwood	(928) 646.9499 • Fax (928) 646.8044	Tempe	(480) 222.5809 • Fax (480) 921.0203	Surprise	(623) 544-5200 • Fax (623) 544-5239	Flagstaff	(928) 527.3023 • Fax (928) 527.3094	Prescott Valley	(928) 775.3499 • Fax (928) 775.3635
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Flagstaff	(928) 527.3023 • Fax (928) 527.3094																					
Prescott Valley	(928) 775.3499 • Fax (928) 775.3635																					
<p><b>Fax Transmittal</b></p>																						

To : mondo

Fax# : 1-928-524-2159

From : BRUCE GERMAIN

Message :  
MONDO HERE'S YOUR REVISED QUOTE

THANKS BRUCE

\*\* Fax \*\*\*\* Fax \*\*

# Agenda



**NICHOLAS CONSOLIDATED, INC.**  
Wholesale Distributors of Plumbing · HVAC · Industrial · Waterworks

\*\* Quotation \*\*

Warehouse: 2  
Canyon Pipe & Supply - Showlow  
700 N. 40th Street  
SHOWLOW, AZ 85901  
Fax # :  
Phone # : 928-532-5996

S3286657  
P/O-JOB: NEW WELL SITE  
Ordered By: mondo  
Required : 11/09/11  
Writer : BRUCE GERMAIN

Page # 1

Qte To:  
CITY OF HOLBROOK - CITHOL  
GENERAL ACCOUNT  
465 N FIRST AVE  
HOLBROOK AZ 8602, AZ 86025  
Phone # : 928-524-6225

Ship To:  
CITY OF HOLBROOK - CITHOL  
GENERAL ACCOUNT  
465 N FIRST AVE  
HOLBROOK AZ 8602, AZ 86025

Qte-Date---Expr-Date---Writer-----Ship Via-----Warehouse-----  
11/09/11 12/24/11 BRUGER OOT OUT OF TWN Shp 2 Sale 2

Qte-Qty--		Unit Price	Net
1ea	602377 WATER SPECIALTIES 10" ML-03 METER FLXFL ** ( 26" long )	2246.795	2246.79
2ea	602379 ROMAC RFCA-11.10 10" FLANGE COPLING ADAPTER FOR DUCTILE IRON ** ( 10.25" long )	366.875	733.75
1ea	530877 ROMAC RFCA 6.90 6.63-6.90 RESTRAINT SBR SHOP COAT STD B&N **	150.692	150.69
1ea	164959 TYLER 124351 TEE 10X6 FE C110 CL ( 22" long )	735.632	735.63
1ea	164936 TYLER 121817 BEND 10 FE 90 C110 CL ( 18" long )	559.442	559.44
1ea	540608 TYLER 072706 BEND 10 MJXFE 90 C153 CL **	301.180	301.18
1ea	167376 MUEL A23600610 VALVE GATE 10 FLG S/S BOLTS 9000)	1288.051	1288.05
1ea	25747 MUEL A2360-06-6 VALVE GATE 6 FLG (S/S BOLTS 9000)	551.338	551.34
1ea	602458	1888.889	1888.89

*New Meter*

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NICHOLAS CONSOLIDATED, INC.  
Wholesale Distributors of Plumbing · HVAC · Industrial · Waterworks

\*\* Quotation \*\*

CITY OF HOLBROOK - CITHOL

NEW WELL SITE

S3286657

Page 2 of 3

Qte-Qty--		Unit Price	Net
	CRISPIN GC101R 10" FLXFL SILENT GLOBE CHECK VALVE **		
1ea	164940	146.312	146.31
	TYLER 123354 BEND 6 FE 45 C110 CL		
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	PIPE DI CL350 10 TJ		
9ea	48060	4.289	38.60
	GASKET BLK RUBBER FF 1/8 10 SOLID NEOPRENE		
9ea	13169	22.894	206.04
	BOLT PACK ONLY 10" OR 12"		
3ea	18780	3.099	9.30
	GASKET BLK RUBBER FF 1/8 6 SOLID NEOPRENE		
3ea	13166	8.076	24.23
	BOLT PACK ONLY 5" / 6" / 8" RB50 (GSNAP5) (GSNAP6)		
2ea	577305	193.744	387.49
	SPOOL DI 10"X 2' FLG X PE **		
1ea	21372	389.488	389.49
	SPOOL DI CMT LND 10"X6' FLGXPE **		
1ea	21395	193.744	193.74
	SPOOL DI CMT LND 6"X3' FLGXFLG **		
1ea	537148	200.000	200.00
	*** FREIGHT CHARGE BILLING ***	149.00	
	QUOTE TOTAL		10050.96
	Quote Amount		10050.96
			9999.96

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Cust #: 47760000

Bill To: CITY OF HOLBROOK  
 PO BOX 70  
 465 N 1st Ave  
 HOLBROOK, AZ 86025

Correspondence To: Dana Kepner Company, Inc.  
 700 Alcott Street  
 Denver, CO 80204

Ship To: CITY OF HOLBROOK  
 PO BOX 70  
 465 N 1st Ave  
 HOLBROOK, AZ 86025

Instructions:  
 TAH  
 Ship Point Via Shipped Terms  
 Dana Kepner Company, Inc DELIVERY Net 30 Days

Ln#	Product And Description	UPC Item#	Quantity Ordered	Quantity B.O.	Quantity Shipped	Qty. UM	Unit Price	Price UM	Discount Multiplier	Amount (Net)
1	31RFCA1110NS RFCA 11.10 FLANGE COUPLING ADAP FOR DI		0	2		each	308.00	each	0.00	616.00
2	31RFCA690NS RFCA 6.90 RESTRAINT STD		0	1		each	123.80	each	0.00	123.80
3	301006T 10X6" FLANGED TEE, 125#	00000	1			PCS	311.11	PCS	0.00	311.11
4	301090 10" FLANGED 90 BEND 125#	00000	1			each	265.90	each	0.00	265.90
5	18L1090NS 10" MJ X FE 90		0	1		each	204.90	each	0.00	204.90
6	43D10FLNS 10" FL Waterous Gate Val w/SS bolts		0	1		each	1360.27	each	0.00	1360.27
7	43D06FLNS 6" FL GATE VALVE W/HAND WHEEL & SS BOLTS		0	1		each	580.16	each	0.00	580.16
8	41GCI01RNS CRISPIN GC101R 10" FLXFL SILENT GLBE CHK		0	1		each	1888.00	each	0.00	1888.00
9	300645 6" FLANGED 45 BEND, 125#	00000	1			PCS	89.78	PCS	0.00	89.78
10	031035020 10"X20' PC350 DI PIPE, TYTON JOINT, CMNT LINED	00000	1			each	23.40	/ft	0.00	468.00
11	86FGCI108 10" CIFF 1/8" GASKEF, 125#	00000	9			PCS	7.85	PCS	0.00	70.65
12	867306 10"-12" BOLT PACK CONSISTING OF 12 PLATED	00000	9			PCS	15.00	PCS	0.00	135.00
13	86FGCI068 6" CIFF 1/8" GASKEF 125#	00000	3			PCS	3.16	PCS	0.00	9.48
14	867304 6"-8" BOLT PACK CONSISTING OF 8 PLATED BOLTS & NUTS 3/4"X3-1/2"	00000	3			PCS	9.94	PCS	0.00	29.82
15	04FP1006NS 10" X 2 '0" FLXPE DI SPOOL		0	2		each	196.41	each	0.00	392.82
16	04FP1006NS 10" X 6 '0" FLXPE DI SPOOL		0	1		each	366.50	each	0.00	366.50
17	04FF060300 6" X 3 '0" FLGXFLG DI PIPE, CL53	00000	1			PCS	183.52	PCS	0.00	183.52

Continued

Document: Order Acknowledgement - Quote Order

UPC Vendor	Invoice Date	Order #
000000		4617348-00
PO Date	PO #	Page #
11/16/11	New Well Site Quote	2

Cust #: 47760000

Bill To: CITY OF HOLBROOK  
 PO BOX 70  
 465 N 1st Ave  
 HOLBROOK, AZ 86025

Correspondence To: Dana Kepner Company, Inc.  
 700 Alcott Street  
 Denver, CO 80204

Ship To: CITY OF HOLBROOK  
 PO BOX 70  
 465 N 1st Ave  
 HOLBROOK, AZ 86025

Instructions  
 TAH  
 Ship Point  
 Dana Kepner Company, Inc

Via  
 DELIVERY

Shipped  
 Net 30 Days

Product	UPC	Quantity	Quantity	Quantity	Qty.	Unit	Price	Discount	Amount	
Ln# And Description	Item#	Ordered	B.O.	Shipped	UM	Price	UM	Multiplier	(Net)	
18 7410PMNS		0	1			each	3770.00	each	0.00	3770.00
10" SENSUS PROP METER DR REGISTER										
18 Lines Total							Total		10865.71	
							Freight In		500.00	
							Taxes		846.52	
							Invoice Total		12212.23	

un Date 11/15/11

HD SUPPLY WATERWORKS, LTD.

CITY OF HOLBROOK  
PO BOX 970  
HOLBROOK AZ 86025  
Telephone: 928-524-6225  
Fax: 928-524-2159

HDSWW - GILBERT AZ  
1410 W Harvard Ave  
Gilbert AZ 85233  
Telephone: 480-926-7003  
Fax: 480-926-7050

11/15/11 Bid ID: 2937519 CITY OF HOLBROOK 11 1115 WELL SITE Page 1

Line	Quantity	Sell Per	Description	Net Price	Extended Price
ATTN: ARMANDO AGUILERA					
30	2	EA	RFCA-11.10 10" RM RESTRAINED FLG CPLG ADAPTER 10.75-11.10 OD RANGE	404.54	809.08
40	1	EA	RFCA-6.90 RM 6 RESTRAINED FLG CPLG ADAPTER 6.63-6.900D	159.27	159.27
50	1	EA	10X6 FLG TEE (I) C/L DI C110	330.60	330.60
60	1	EA	10 FLG 90 BEND(I) C/L DI C110	282.60	282.60
70	1	EA	10 MJXFL 90 BEND(I) CP DI C153	217.80	217.80
80	1	EA	10 A2360-6 FLG RW GV OL HW OPTION-9000 W/EVDUR STEM	1,268.48	1,268.48
90	1	EA	6 A2360-6 FLG RW GV OL HW MUELLER GATE VALVE	510.81	510.81
100	1	EA	CRISPIN 10" GC101R GLOBE SILEN T CHECK VALVE FLXFL SS TRIM	3,015.12	3,015.12
120	1	EA	6 FLG 45 BEND(I) C/L DI C110	95.40	95.40
130	18	FT	10 TJ PR350 DI PIPE C/L	26.79	482.22
140	9	EA	10X1/8 FLG FF NEOPRENE GASKET	4.87	43.83
150	9	EA	10-12" CAD BOLT&NUT KIT L/GSKT GRADE A	22.75	204.75
160	3	EA	6X1/8 FLG FF NEOPRENE GASKET	3.31	9.93
170	3	EA	6-8 CAD BOLT & NUT KIT L/GSKT GRADE A	10.30	30.90
180	2	EA	10 FLGXPE DI PIPE 2'0" C/L	232.49	464.98
190	1	EA	10 FLGXPE DI PIPE 6'0" C/L	459.35	459.35
200	1	EA	6 FLGXFLG DI PIPE 3'0"	218.08	218.08

ETA: CRISPIN CHECK 5-7 WKS OUT

ETA: RFCA'S ARE 1 WEEK OUT

Subtotal: 8,603.20

Tax: 25.47

Bid Total: 8,628.67

10" Meter 26" Long

+ 3143.22

11771.89

in Date 11/28/11

HD SUPPLY WATERWORKS, LTD.

CITY OF HOLBROOK  
PO BOX 970  
HOLBROOK AZ 86025  
Telephone: 928-524-6225  
Fax: 928-524-2159

HDSWW - FLAGSTAFF AZ  
5300 E Railhead Ave  
Flagstaff AZ 86004  
Telephone: 928-864-5000  
Fax: 928-527-4644

Attention: ARMANDO AGUILERA

11/28/11 Bid ID: 2946358 11-28-11 - 10" FLG TUBE METER

Page 1

Line	Quantity	Sell Per	Description	Net Price	Extended Price
			<b>10" FLANGED TUBE METER</b>		
30	1	EA	10" FLANGED PROPELLER TUBE MTR 150PSI MAX WORKING PRESSURE 140 DEGREE MAX TEMPERATURE RANGE CERMANIC TYPE MAGNETS STAINLESS STEEL BEARINGS CERAMIC PROPELLER BEARINGS THERMOPLASTIC PROPELLER CAST BROZE GEAR BOX STAINLESS STEEL SHAFT AND SEPERATOR STAINLESS STEEL HEAD BOLTS CAST IRON METER HEAD WITH FUSION BONDED EXPOY COATING FABRIACTED STEEL METER TUBE WITH FUSION BONDED EPOXY COAT	2,611.93	2,611.93

**NOTES:**

- 1). PLEASE ALLOW 14 DAYS FROM DATE OF RELEASE FOR MFG TO FABRICATE AND SHIP METER.
- 2). METER CAN BE EXPITIED IF NEEDED. PLEASE SEE CHARGE OF \$260.00 TO EXPIDITE METER TO A 7 DAY LEAD TIME PLUS TRANSIT

in Date 11/28/11

HD SUPPLY WATERWORKS, LTD.

CITY OF HOLBROOK

PO BOX 970

HOLBROOK AZ 86025

Telephone: 928-524-6225

Fax: 928-524-2159

HDSWW - FLAGSTAFF AZ

5300 E Railhead Ave

Flagstaff AZ 86004

Telephone: 928-864-5000

Fax: 928-527-4644

Attention: ARMANDO AGUILERA

11/28/11 Bid ID: 2946358 11-28-11 - 10" FLG TUBE METER

Page 2

Other Charges

OTHER 260.00

Other Charges Total: 260.00

Subtotal: 2,871.93

Tax: 271.29

Bid Total: 3,143.22

HOLBROOK CITY COUNCIL

AGENDA ITEM

ISSUE/ITEM: Request to split property owned by Holbrook Land Fund 1/Matrixx Management located on Navajo Boulevard.

DATE OF MEETING: December 13, 2011

ACTION REQUESTED: Approval of land split request.

BACKGROUND: Planning and Zoning is recommending approval of the land split request made by Holbrook Land Fund 1/Matrixx Management. Since the property is commercial it does not have to go before the Arizona Department of Real Estate. The parcel is located to the southwest of Burger King between Burger King and Taco Bell and will be split into 7 smaller parcels.

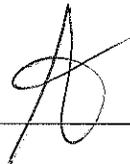
GENERAL PLAN: N/A

BUDGET LINE:

FUNDS AVAILABLE:

AMOUNT TO BE EXPENDED:

Approvals (as required) City Manager

  
\_\_\_\_\_

Finance Director

  
\_\_\_\_\_

N89°54'10"W(R2)  
 N89°55'45"W 2650.76'(M)

**HERMOSA ROAD**

BASIS OF BEARING

BEARING
N00°01'28"W
S89°44'38"E
S00°28'52"W
N89°50'37"E
S72°14'40"W
S50°15'50"E
S39°44'10"W
S50°15'50"E
S39°44'10"W
N50°15'50"W
S39°44'10"W
S50°15'50"E
S39°44'10"W
N50°15'50"W
S39°44'10"W
S50°15'50"E
S39°44'10"W
S00°01'28"E

DELTA
5'11'17"
5'56'53"
11'08'09"

*Hilltop Pizza*

**NAVAJO BLVD (OLD US 66)**

*Burger King*

*Feed Ex*

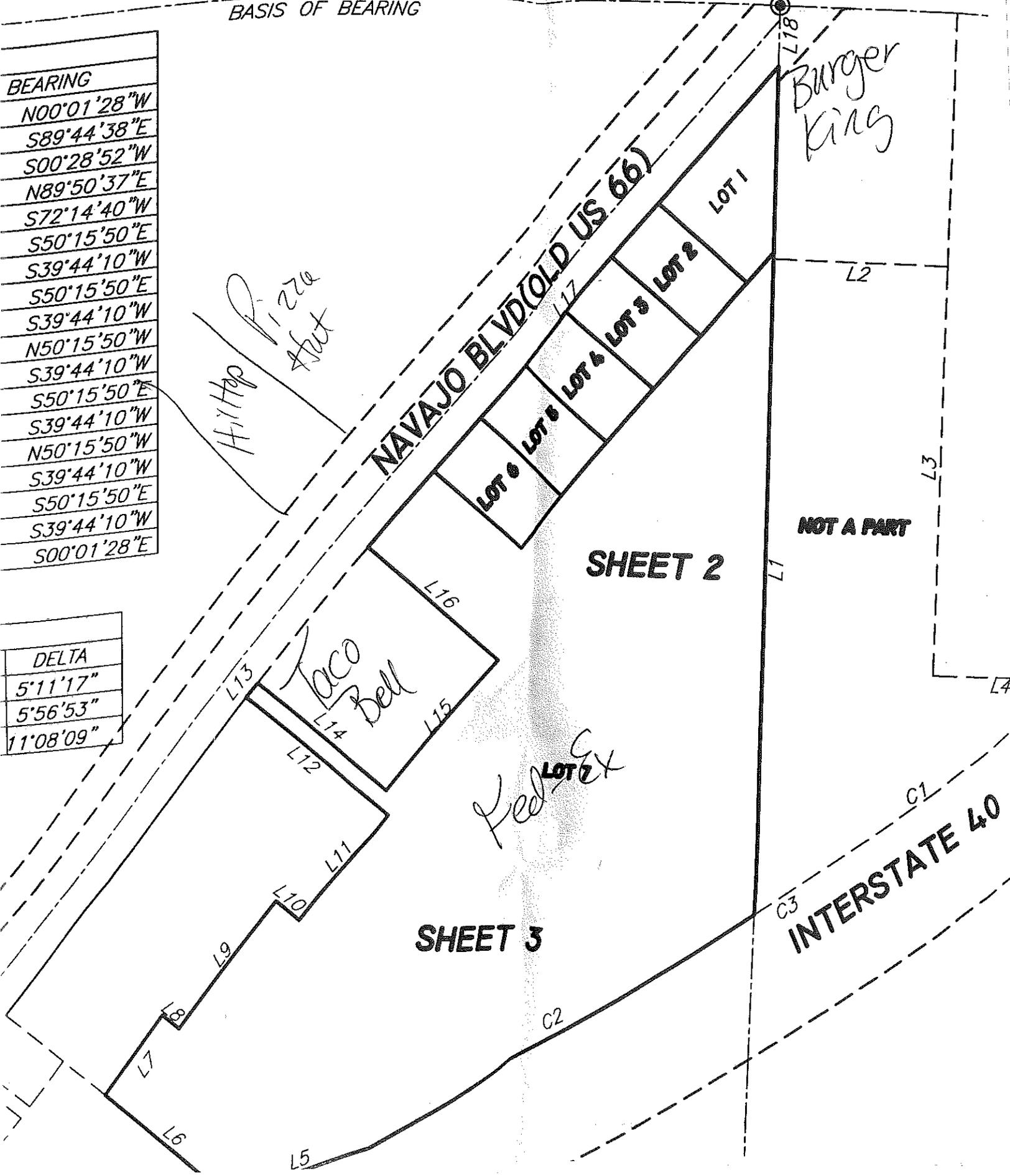
*Taco Bell*

**NOT A PART**

**SHEET 2**

**SHEET 3**

**INTERSTATE 40**





1 behind trailer park on Whiting. Member Jolynn Fox reported that the mobile home on 3<sup>rd</sup>  
2 Street and W. Florida has been removed and it looks nice.

3 ADJOURNMENT:

4 There being no further business to come before the Commission at this time the  
5 meeting adjourned at 5:20 p.m.

6  
7 \_\_\_\_\_  
Matthew Barger, Chairman

8 CERTIFICATION:

9 I hereby certify that the foregoing minutes are a true and correct copy of the minutes of  
10 the Planning and Zoning Commission held on the 17th Day of November 2011. I  
11 further certify that the meeting was duly called and held and that a quorum was present.

12  
13 \_\_\_\_\_  
14 Cher Reyes, CMC, CPM  
15 City Clerk

LAND SPLIT REQUEST-  
STAFF REPORT  
NOVEMBER 7, 2011

APPLICANT: Holbrook Land Fund 1

ADDRESS: 2020 Navajo Blvd.

LOCATION OF PROPERTY: SAA

STAFF REPORT:

The applicant has requested to be allowed to split property into parcels creating 7 lots.

RECOMMENDATION:

Staff recommends approval of the land split. Since the property is zoned C-2, the applicant does not have to apply to the Arizona Department of Real Estate for land split.



Cher Reyes, CMC, CPM, City Clerk/Zoning Administrator

Subdivision Application & Report

Date: 10-17-11

Name: Holbrook Land Fund I - Larry Miller

Address: 7650 E Redfield Road D-7 Scottsdale AZ 85260

Telephone: 480-945-9292

Location of Property: 2020 Navajo Blvd.

1. Describe the physical characteristics of the land. Mostly undeveloped with one existing tenant "Fed EX" truck transfer.
2. Is the area subject to any known flooding or drainage problems? No
  - a. Who will complete the drainage facilities? Holbrook Land Fund I
  - b. Who will be responsible for the maintenance of any drainage facilities? Holbrook Land Fund I
3. Describe existing and proposed land uses. Existing Fed EX
4. Describe land uses adjacent to the property. Commercial
5. Are electric facilities available to the property? Yes APS
6. Are telephone facilities available to the property? Yes
7. Are natural gas facilities available to the property? Yes SWG
8. Is domestic water supply available to the property? Yes City of Holbrook
9. Is the City wastewater system available to the property? Yes
10. Are there any exterior streets? Yes Navajo Blvd
  - a. Who is responsible for the street, gutter and sidewalk improvements? Holbrook Land Fund I
  - b. Type of surfacing required? Match Existing
11. Fire protection plan. City of Holbrook
12. Police protection plan. City of Holbrook
13. Who will service the garbage collection and construction material collection during construction? City of Holbrook
14. List any deed restrictions or restrictive covenants. NA

15. Will there be any home owner associations or improvement districts? Yes
16. Who will be responsible for the completion of the facilities to the lot lines?  
Future users / Buyers
17. Estimated start date. February
18. Estimated completion date. November