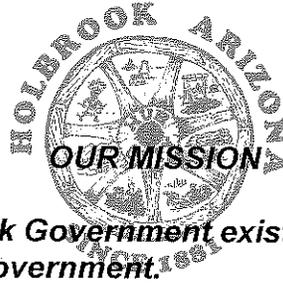


465 First Avenue
P.O. Box 970
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CITY OF HOLBROOK

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

AGENDA

REGULAR CITY COUNCIL MEETING

October 11, 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 September 22, 2011 thru October 5, 2011: Documentation for claims is available at City Hall.
 - B. Minutes of the regular meeting held on September 13, 2011.
 - C. Minutes of the regular meeting held on September 27, 2011.
- 7) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$801.05
- 8) REPORTS:
 - Mayor:
 - Council Members:

Manager:

- 9) OLD BUSINESS:
 - A. Discussion/possible action regarding update on Wastewater Modeling-Manager Alley.

- 10) NEW BUSINESS:
 - A. Discussion/possible action regarding Albert Holler and Associates contract renewal-Manager Alley.
 - B. Discussion/possible action regarding reappoint of Lester Pate to the Planning and Zoning Commission-Mayor Hill.

- 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 3rd day of October 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**

09/22/2011 THRU 10/05/11

TOTAL **\$184,078.20**

Report Criteria:

Invoice.Vendor No = 1-9699

Vendor Name		Vendor No		Inv Date	Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per	R
Invoice No	Seq	Type	Description								
9/22/2011											
AZ SECRETARY OF STATE 2020											
09212011	1	Inv	NOTARY RENEWAL	09/21/2011	43.00	0		.00			9/11
				09/22/2011		No			001-004-5043		
Total 9/22/2011					43.00						

09/22/2011 GL Period Summary

GL Period	Amount
9/11	43.00
	43.00

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
9/26/2011												
UNISOURCE ENERGY SERVICES				3380								
09232011	1	Inv	UTILITIES		09/23/2011	59.56	0		.00			9/11
					09/28/2011		No			001-031-5048		
09232011	2	Inv	UTILITIES		09/23/2011	22.80	0		.00			9/11
					09/28/2011		No			001-020-5048		
09232011	3	Inv	UTILITIES		09/23/2011	17.42	0		.00			9/11
					09/28/2011		No			001-014-5048		
09232011	4	Inv	UTILITIES		09/23/2011	1,392.89	0		.00			9/11
					09/28/2011		No			001-031-5048		
09232011	5	Inv	UTILITIES		09/23/2011	30.74	0		.00			9/11
					09/28/2011		No			001-050-5048		
Total 09232011						1,523.41						
Total 3380						1,523.41						
INGRAM				6620								
2096924	1	Inv	BOOKS		09/09/2011	709.81	0		.00			9/11
					10/12/2011		No			001-020-5026		
CHOLLA READY MIX, INC.				3310								
15657	1	Inv	CONCRETE		09/19/2011	294.53	0		.00			9/11
					09/28/2011		No			007-087-5026		
JUNIOR LIBRARY GUILD				7060								
125372	1	Inv	SUBSCRIPTION		09/26/2011	837.00	0		.00			9/11
					10/12/2011		No			001-020-5026		
COPPERSTATE BOLT & NUT				3750								
006343226	1	Inv	SUPPLIES		09/26/2011	176.41	0		.00			9/11
					10/12/2011		No			001-085-5026		
Total 9/26/2011						3,541.16						

09/26/2011 GL Period Summary

GL Period	Amount
9/11	3,541.16
	<u>3,541.16</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
9/27/2011												
			FREIGHTLINER ARIZONA, LTD.	5213								
101862439:01	1	Inv	PARTS		09/06/2011	114.37	2		.00			9/11
					10/12/2011		No			007-087-5024		
			ECKRIGHT, EBERLE	4753								
80484	1	Inv	REPAIRS		09/15/2011	120.00	0		.00			9/11
					10/12/2011		Yes			002-092-5049		
			LEGEND TECH SEVICES OF AZ	7493								
1112668	1	Inv	PROF SERVICES		08/31/2011	918.00	1		.00			9/11
					09/28/2011		No			002-092-5041		
			CASANOVA M.D., FRANCISCO	3120								
.1700-184842	1	Inv	PROF SERVICES		09/22/2011	80.00	0		.00			9/11
					09/28/2011		Yes			001-031-5041		
.1700-184842	2	Inv	PHYSICALS		09/22/2011	80.00	0		.00			9/11
					09/28/2011		Yes			001-093-5041		
.1700-184842	3	Inv	PHYSICALS		09/22/2011	80.00	0		.00			9/11
					09/28/2011		Yes			001-004-5041		
Total HOL1700-184842						240.00						
Total 3120						240.00						
			FLAG CHILD FAMILY COUNSELING	5057								
09212011	1	Inv	PROF. SERVICES		09/21/2011	240.00	2		.00			9/11
					10/12/2011		No			001-050-5041		
			MCPHERSON COLLISION	8051								
2238	1	Inv	VEHICLE REPAIRS		09/16/2011	440.26	2		.00			9/11
					10/12/2011		No			003-150-5071		
			A.P.S.	70								
09192011	1	Inv	UTILITIES		09/19/2011	554.68	0		.00			9/11
					09/28/2011		No			001-060-5048		
09192011	2	Inv	UTILITIES		09/19/2011	8,728.40	0		.00			9/11
					09/28/2011		No			002-091-5048		
09192011	3	Inv	UTILITIES		09/19/2011	11,868.39	0		.00			9/11
					09/28/2011		No			002-092-5048		
09192011	4	Inv	UTILITIES		09/19/2011	3,264.38	0		.00			9/11
					09/28/2011		No			001-031-5048		
09192011	5	Inv	UTILITIES		09/19/2011	2,022.81	0		.00			9/11
					09/28/2011		No			001-050-5048		
09192011	6	Inv	UTILITIES		09/19/2011	465.39	0		.00			9/11
					09/28/2011		No			001-093-5048		
09192011	7	Inv	UTILITIES		09/19/2011	1,180.47	0		.00			9/11
					09/28/2011		No			002-091-5048		
09192011	8	Inv	UTILITIES		09/19/2011	1,239.17	0		.00			9/11
					09/28/2011		No			007-087-5048		
09192011	9	Inv	UTILITIES		09/19/2011	408.17	0		.00			9/11
					09/28/2011		No			001-040-5048		
09192011	10	Inv	UTILITIES		09/19/2011	91.88	0		.00			9/11
					09/28/2011		No			002-091-5048		
09192011	11	Inv	UTILITIES		09/19/2011	1,121.86	0		.00			9/11

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
					09/28/2011		No				001-099-5048	
09192011	12	Inv	UTILITIES		09/19/2011	159.76	0		.00			9/11
					09/28/2011		No				001-085-5048	
09192011	13	Inv	UTILITIES		09/19/2011	816.96	0		.00			9/11
					09/28/2011		No				001-004-5048	
09192011	14	Inv	UTILITIES		09/19/2011	554.31	0		.00			9/11
					09/28/2011		No				001-014-5048	
09192011	15	Inv	UTILITIES		09/19/2011	199.57	0		.00			9/11
					09/28/2011		No				001-084-5048	
09192011	16	Inv	UTILITIES		09/19/2011	1,000.35	0		.00			9/11
					09/28/2011		No				001-020-5048	
Total 09192011						33,676.55						
Total 70						33,676.55						
CARQUEST AUTO PARTS				2440								
08312011	1	Inv	PARTS		08/31/2011	7.91	4	09/15/2011	.00			9/11
					10/12/2011		No				001-040-5024	
08312011	2	Inv	PARTS		08/31/2011	3.29	4	09/15/2011	.00			9/11
					10/12/2011		No				002-091-5024	
08312011	3	Inv	PARTS		08/31/2011	574.71	4	09/15/2011	.00			9/11
					10/12/2011		No				002-090-5024	
08312011	4	Inv	PARTS		08/31/2011	288.41	4	09/15/2011	.00			9/11
					10/12/2011		No				001-050-5024	
08312011	5	Inv	PARTS		08/31/2011	114.92	4	09/15/2011	.00			9/11
					10/12/2011		No				001-031-5024	
08312011	6	Inv	PARTS		08/31/2011	129.67	4	09/15/2011	.00			9/11
					10/12/2011		No				002-091-5024	
08312011	7	Inv	PARTS		08/31/2011	116.98	4	09/15/2011	.00			9/11
					10/12/2011		No				001-085-5024	
08312011	8	Inv	PARTS		08/31/2011	132.50	4	09/15/2011	.00			9/11
					10/12/2011		No				001-084-5024	
08312011	9	Inv	PARTS		08/31/2011	829.40	4	09/15/2011	.00			9/11
					10/12/2011		No				007-087-5024	
Total 08312011						2,197.79						
Total 2440						2,197.79						
FRONTIER COM LONG DISTANCE				3353								
3573024	1	Inv	UTILITIES		09/20/2011	17.98	2		.00			9/11
					09/27/2011		No				001-004-5048	
3573024	2	Inv	UTILITIES		09/20/2011	55.92	2		.00			9/11
					09/27/2011		No				001-050-5048	
3573024	3	Inv	UTILITIES		09/20/2011	4.03	2		.00			9/11
					09/27/2011		No				001-084-5048	
3573024	4	Inv	UTILITIES		09/20/2011	9.06	2		.00			9/11
					09/27/2011		No				001-004-5048	
3573024	5	Inv	UTILITIES		09/20/2011	2.37	2		.00			9/11
					09/27/2011		No				007-087-5048	
3573024	6	Inv	UTILITIES		09/20/2011	.19	2		.00			9/11
					09/27/2011		No				001-031-5048	
3573024	7	Inv	UTILITIES		09/20/2011	27.48	2		.00			9/11
					09/27/2011		No				001-020-5048	

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
3573024	8	Inv	UTILITIES		09/20/2011 09/27/2011	.04	2 No		.00		002-090-5048	9/11
3573024	9	Inv	UTILITIES		09/20/2011 09/27/2011	1.84	2 No		.00		002-092-5048	9/11
Total 3573024						118.91						
Total 3353						118.91						
Total 9/27/2011						38,065.88						

09/27/2011 GL Period Summary

GL Period	Amount
9/11	38,065.88
	<u>38,065.88</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
9/28/2011											
LEXIS-NEXIS (ACCURINT)			169								
22	1	Inv	BACKGROUND CHECKS	10/01/2011	50.00	2		.00			9/11 Y
				10/01/2011		No			001-004-5041		
22	2	Inv		10/01/2011	.00	2		.00			9/11 Y
				10/01/2011		No					
22	3	Inv		10/01/2011	.00	2		.00			9/11 Y
				10/01/2011		Yes					
Total 22					50.00						
Total 169					50.00						
BETTER COMMUNICATIONS CO			2430								
7012068	1	Inv	Radio Contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			001-004-5047		
7012068	2	Inv	Radio contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			001-031-5047		
7012068	3	Inv	Radio Contract	10/01/2011	529.90	0		.00			9/11 Y
				10/01/2011		No			001-050-5047		
7012068	4	Inv	Radio Contract	10/01/2011	312.63	0		.00			9/11 Y
				10/01/2011		No			001-060-5047		
7012068	5	Inv	Radio Contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			001-084-5047		
7012068	6	Inv	Radio Contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			001-085-5047		
7012068	7	Inv	Radio Contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			002-090-5047		
7012068	8	Inv	Radio Contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			002-091-5047		
7012068	9	Inv	Radio Contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			002-092-5047		
7012068	10	Inv	Radio Contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			001-040-5047		
7012068	11	Inv	Radio Contract	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			007-087-5047		
Total 7012068					842.53						
Total 2430					842.53						
CABLE ONE			2940								
10012066	1	Inv	UTILITIES	10/01/2011	49.00	0		.00			9/11 Y
				10/01/2011		No			001-060-5048		
10012066	2	Inv	UTILITIES	10/01/2011	105.95	0		.00			9/11 Y
				10/01/2011		No			001-050-5048		
10012066	3	Inv	UTILITIES	10/01/2011	.00	0		.00			9/11 Y
				10/01/2011		No			001-093-5048		
10012066	4	Inv	UTILITIES	10/01/2011	49.00	0		.00			9/11 Y
				10/01/2011		No			001-050-5048		
10012066	5	Inv	UTILITIES	10/01/2011	207.95	0		.00			9/11 Y
				10/01/2011		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 10012066						411.90						
Total 2940						411.90						
CYBERTRAILS			3960									
7312054	1	Inv	EMAIL AND BACKUP		10/01/2011	254.06	2		.00		9/11	Y
					10/01/2011		No			001-004-5047		
7312054	2	Inv			10/01/2011	.00	2		.00		9/11	Y
					10/01/2011		No					
Total 7312054						254.06						
Total 3960						254.06						
IKON FINANCIAL SERVICES			6503									
9012066	1	Inv	COPIER LEASE		10/01/2011	.00	3		.00		9/11	Y
					10/01/2011		No			001-004-5049		
9012066	2	Inv	COPIER MAINTENANCE C		10/01/2011	.00	3		.00		9/11	Y
					10/01/2011		No			001-050-5047		
Total 9012066						.00						
Total 6503						.00						
NAVAJO COUNTY HISTORICAL			8720									
105	1	Inv	CONTRIBUTION		10/01/2011	2,400.00	0		.00		9/11	Y
					10/01/2011		No			001-014-5057		
Total 9/28/2011						3,958.49						

09/28/2011 GL Period Summary

GL Period	Amount
9/11	3,958.49
	<u>3,958.49</u>

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
10/3/2011											
BROWN & BROWN LAW OFFICE			2690								
24677	1	Inv	PROFESSIONAL SERVICE	09/22/2011 10/12/2011	854.94	0 Yes		.00		002-091-5041	10/11
ROUTE 66 LUMBER & HARDWARE			650								
09302011	1	Inv	SUPPLIES	09/30/2011 10/12/2011	90.36	0 No		.00		001-031-5026	10/11
09302011	2	Inv	SUPPLIES	09/30/2011 10/12/2011	12.87	0 No		.00		002-091-5026	10/11
Total 09302011					103.23						
Total 650					103.23						
VERIZON WIRELESS			530								
09262011	1	Inv	SUPPLIES	09/26/2011 10/12/2011	27.22	0 No		.00		001-085-5021	10/11
FUTURE TIRE, INC.			5241								
W22169	1	Inv	TIRES	09/27/2011 10/12/2011	494.55	2 No		.00		002-091-5024	10/11
AZ DEPT OF REVENUE - UTIL. TAX			1830								
SEPT.2011	1	Inv	UTILITIES TAX	09/30/2011 10/11/2011	5,505.41	0 No		.00		002-0002460	10/11
ARIZONA STATE TREASURER			1380								
SEPT2011	1	Inv	FARE 0107	10/03/2011 10/03/2011	372.65	0 No		.00		001-000-4710	10/11
CANYON PIPE & SUPPLY			3039								
3267259.001	1	Inv	SUPPLIES	09/25/2011 10/12/2011	8.33	2 No		.00		002-091-5026	10/11
VERIZON WIRELESS			530								
00994209001	1	Inv	SUPPLIES	09/14/2011 10/12/2011	16.50	0 No		.00		001-004-5021	10/11
MOHAVE ENVIRONMENTAL LAB			8270								
56326	1	Inv	TESTING	08/31/2011 10/12/2011	1,475.00	0 No		.00		002-092-5041	10/11
ARIZONA STATE TREASURER			1380								
10032011	1	Inv	FINES	10/03/2011 10/05/2011	2,336.95	0 No		.00		001-000-4710	10/11
NAVAJO COUNTY TREASURER			8750								
SEPT2011	1	Inv	2011 ADD'L ASSESSMENT	09/30/2011 10/05/2011	11.88	0 No		.00		001-000-4710	10/11
NAVAJO COUNTY INFORMATION TECH			8722								
12-00000009	1	Inv	INTERNET SERVICE	09/29/2011 10/12/2011	900.00	0 No		.00		001-020-5048	10/11

R Column: Y = Recurring Payment

Vendor Name			Vendor No		Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
Invoice No	Seq	Type	Description	Inventory No								
DANA KEPNER CO.			4071									
4616902-01	1	Inv	SUPPLIES		09/29/2011	4,003.86	1		.00			10/11
					10/12/2011		No			002-091-5026		
4411726-00	1	Inv	SUPPLIES		09/12/2011	37.78	1		.00			10/11
					10/12/2011		No			002-091-5026		
4616902-00	1	Inv	SUPPLIES		09/08/2011	223.27	1		.00			10/11
					10/12/2011		No			002-091-5026		
Total 4071						4,264.91						
Total 10/3/2011						16,371.57						

10/03/2011 GL Period Summary

GL Period	Amount
10/11	16,371.57
	<u>16,371.57</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
10/4/2011												
FRONTIER COMM TELE				3350								
09202011	1	Inv	UTILITIES		09/20/2011	143.49	0		.00			10/11
					10/05/2011		No			002-091-5048		
09202011	2	Inv	UTILITIES		09/20/2011	151.71	0		.00			10/11
					10/05/2011		No			001-060-5048		
09202011	3	Inv	UTILITIES		09/20/2011	1,200.57	0		.00			10/11
					10/05/2011		No			001-050-5048		
09202011	4	Inv	UTILITIES		09/20/2011	129.33	0		.00			10/11
					10/05/2011		No			001-084-5048		
09202011	5	Inv	UTILITIES		09/20/2011	150.80	0		.00			10/11
					10/05/2011		No			001-085-5048		
09202011	6	Inv	UTILITIES		09/20/2011	237.58	0		.00			10/11
					10/05/2011		No			001-093-5048		
09202011	7	Inv	UTILITIES		09/20/2011	544.05	0		.00			10/11
					10/05/2011		No			002-092-5048		
09202011	8	Inv	UTILITIES		09/20/2011	114.83	0		.00			10/11
					10/05/2011		No			001-020-5048		
09202011	9	Inv	UTILITIES		09/20/2011	162.62	0		.00			10/11
					10/05/2011		No			001-040-5048		
09202011	10	Inv	UTILITIES		09/20/2011	627.88	0		.00			10/11
					10/05/2011		No			001-004-5048		
Total 09202011						3,462.86						
Total 3350						3,462.86						
VERIZON WIRELESS				530								
1015160830	1	Inv	UTILITIES		09/21/2011	56.81	0		.00			10/11
					10/05/2011		No			001-031-5048		
1015160830	2	Inv	UTILITIES		09/21/2011	45.06	0		.00			10/11
					10/05/2011		No			002-091-5048		
1015160830	3	Inv	UTILITIES		09/21/2011	45.06	0		.00			10/11
					10/05/2011		No			002-092-5048		
1015160830	4	Inv	UTILITIES		09/21/2011	41.58	0		.00			10/11
					10/05/2011		No			001-093-5048		
1015160830	5	Inv	UTILITIES		09/21/2011	55.06	0		.00			10/11
					10/05/2011		No			001-060-5048		
1015160830	6	Inv	UTILITIES		09/21/2011	38.47	0		.00			10/11
					10/05/2011		No			001-050-5048		
1015160830	7	Inv	UTILITIES		09/21/2011	57.90	0		.00			10/11
					10/05/2011		No			001-004-5048		
1015160830	8	Inv	UTILITIES		09/21/2011	59.04	0		.00			10/11
					10/05/2011		No			002-090-5048		
1015160830	9	Inv	UTILITIES		09/21/2011	59.64	0		.00			10/11
					10/05/2011		No			001-014-5048		
1015160830	10	Inv	UTILITIES		09/21/2011	37.00	0		.00			10/11
					10/05/2011		No			001-031-5048		
1015160830	11	Inv	UTILITIES		09/21/2011	38.62	0		.00			10/11
					10/05/2011		No			007-087-5048		
1015160830	12	Inv	UTILITIES		09/21/2011	38.98	0		.00			10/11
					10/05/2011		No			001-040-5048		
1015160830	13	Inv	UTILITIES		09/21/2011	258.67	0		.00			10/11
					10/05/2011		No			001-085-5048		

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 1015160830						831.89						
Total 530						831.89						
MOHAVE ENVIRONMENTAL LAB				8270								
56483	1	Inv	TESTING		09/28/2011	160.00	0		.00			10/11
					10/12/2011		No				002-091-5041	
Total 10/4/2011						4,454.75						

10/04/2011 GL Period Summary

GL Period	Amount
10/11	4,454.75
	<u>4,454.75</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
10/5/2011												
HOLBROOK VOL FIRE DEPT				6260								
200582	1	Inv	RETIREMENT		10/05/2011	1,916.59	0		.00		10/11	Y
					10/05/2011		No			001-060-5015		
200582	2	Inv	UNIFORMS		10/05/2011	3,343.24	0		.00		10/11	Y
					10/05/2011		No			001-060-5023		
Total 200582						<u>5,259.83</u>						
Total 6260						<u>5,259.83</u>						
HATCH CONSTRUCTION &				5860								
9622	1	Inv	COLD MIX		09/19/2011	1,545.73	9	09/29/2011	46.37		10/11	
					10/05/2011		No			007-087-5026		
Total 10/5/2011						<u>6,805.56</u>						

10/05/2011 GL Period Summary

GL Period	Amount
10/11	<u>6,805.56</u>
	<u>6,805.56</u>
Grand Total:	<u><u>73,240.41</u></u>

Report GL Period Summary

GL Period	Amount
10/11	27,631.88
9/11	<u>45,608.53</u>
	<u>73,240.41</u>

Vendor Number Hash: 169907
 Vendor Number Hash - Split: 327342
 Total Number of Invoices: 41
 Total Number of Transactions: 119

TC	Terms Description	Invoice Amt	Discount Amt	Net Inv Amt
0	Open Terms	62,593.50	.00	62,593.50
1	NET 20	5,182.91	.00	5,182.91
2	NET 7	1,720.48	.00	1,720.48
3	IMMEDIATELY	.00	.00	.00
4	2% 15TH, NET 30	2,197.79	.00	2,197.79

R Column: Y = Recurring Payment

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
9/26/2011												
O'REILLY AUTO PARTS				21622								
2652-140055	1	Inv	PARTS		09/06/2011	3.84	0		.00			9/11
					10/12/2011		No			001-050-5024		
JACK'S MUSTANG				10250								
15392	1	Inv	REPAIRS		09/24/2011	15.00	0		.00			9/11
					09/28/2011		No			001-050-5024		
CMS, INC.				20832								
20090089	1	Inv	SOFTWARE		09/23/2011	3,336.00	0		.00			9/11
					10/12/2011		No			001-020-5049		
SIMPSON NORTON				10840								
1390838-00	1	Inv	PARTS		09/20/2011	173.62	0		.00			9/11
					10/12/2011		No			001-040-5024		
O'REILLY AUTO PARTS				21622								
2652-141453	1	Inv	PARTS		09/16/2011	143.12	0		.00			9/11
					10/12/2011		No			001-085-5071		
Total 9/26/2011						3,385.34						

09/26/2011 GL Period Summary

GL Period	Amount
9/11	3,385.34
	<u>3,385.34</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
9/27/2011												
NEOFUNDS BY NEOPOST				21603								
09272011	1	Inv	POSTAGE		09/27/2011	88	0		.00			9/11
					09/28/2011		No			001-098-5042		
09272011	2	Inv	POSTAGE		09/27/2011	19.80	0		.00			9/11
					09/28/2011		No			001-014-5042		
09272011	3	Inv	POSTAGE		09/27/2011	6.28	0		.00			9/11
					09/28/2011		No			002-091-5042		
09272011	4	Inv	POSTAGE		09/27/2011	69.86	0		.00			9/11
					09/28/2011		No			001-004-5042		
09272011	5	Inv	POSTAGE		09/27/2011	18.80	0		.00			9/11
					09/28/2011		No			001-050-5042		
Total 09272011						115.62						
Total 21603						115.62						
LITTLE CO. EMERG PHYS.				21733								
3778974WZR	1	Inv	PROFESSIONAL SERVICE		12/22/2010	434.00	0		.00			9/11
					10/12/2011		No			001-050-5041		
3905908WZR	1	Inv	PROFESSIONAL SERVICE		09/01/2011	501.00	0		.00			9/11
					10/12/2011		No			001-050-5041		
Total 21733						935.00						
LITTLE COLORADO MEDICAL				21525								
390590-001	1	Inv	PROFESSIONAL SERVICE		09/01/2011	705.50	0		.00			9/11
					10/12/2011		No			001-050-5041		
ADVANCED INFOR SYSTEMS				21240								
8752	1	Inv	UTILITY BILLING		09/26/2011	60.90	0		.00			9/11
					09/28/2011		No			002-090-5042		
8752	2	Inv	UTILITY BILLING		09/26/2011	60.90	0		.00			9/11
					09/28/2011		No			002-091-5042		
8752	3	Inv	UTILITY BILLING		09/26/2011	60.91	0		.00			9/11
					09/28/2011		No			002-092-5042		
Total 8752						182.71						
Total 21240						182.71						
PLATINUM CHEMICALS, INC				21763								
5072	1	Inv	SUPPLIES		10/03/2011	244.56	0		.00			9/11
					10/12/2011		No			002-091-5026		
5072	2	Inv	SUPPLIES		10/03/2011	244.56	0		.00			9/11
					10/12/2011		No			002-092-5026		
Total 5072						489.12						
Total 21763						489.12						
PRO-BUILD				21374								
2767, 642872	1	Inv	SUPPLIES		09/27/2011	598.04	0		.00			9/11
					10/12/2011		No			001-031-5026		

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	Due Date		1099				GL Acct	
GREER, CAROL			21762								
09262011	1	Inv	REFUND ROLLOFF	09/26/2011	100.00	0		.00			9/11
				09/28/2011		No				002-000-4690	
KEYSER, MATTHEW G.			21764								
21501	1	Inv	REFUND DEPOSIT	09/23/2011	137.00	0		.00			9/11
				09/28/2011		No				002-0002520	
Total 9/27/2011					<u>3,262.99</u>						

09/27/2011 GL Period Summary

GL Period	Amount
9/11	<u>3,262.99</u>
	<u><u>3,262.99</u></u>

Invoice No	Vendor Name	Seq	Type	Description	Vendor No	Inventory No	Inv Date	Due Date	Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per	GL Acct	R	
9/28/2011																	
ARIZONA PUBLIC SERVICE 21025																	
49	1	Inv		STREETLIGHT AGREEME			10/01/2011	10/01/2011	566.46	0		.00				9/11	Y
										No			007-087-5048				
MOUNTAIN HIGH WATER, LLC 21154																	
7012047	1	Inv		MONTHLY LEASE PAYME			10/01/2011	10/01/2011	1,350.00	0		.00				9/11	Y
										No			001-040-5047				
U.S. POSTMASTER 21221																	
31	1	Inv		UTILTY BILLING			10/01/2011	10/01/2011	200.00	0		.00				9/11	Y
										No			002-090-5042				
31	2	Inv		UTILITY BILLING			10/01/2011	10/01/2011	200.00	0		.00				9/11	Y
										No			002-091-5042				
31	3	Inv		UTILITY BILLING			10/01/2011	10/01/2011	200.00	0		.00				9/11	Y
										No			002-092-5042				
Total 31									600.00								
Total 21221									600.00								
ADT SECURITY SERVICES 21275																	
10142	1	Inv		SECURITY SERVICES			10/01/2011	10/01/2011	46.75	0		.00				9/11	Y
										No			001-004-5049				
YESCO 21716																	
2	1	Inv		MAINTENANCE			10/01/2011	10/01/2011	265.00	0		.00				9/11	Y
										No			001-014-5057				
QUALITY READY MIX-CEMEX 9955																	
9422334216	1	Inv		CONCRETE			09/21/2011	09/28/2011	416.44	8	10/06/2011	3.89				9/11	
										No			007-087-5026				
LOWRY, ERIN A. 21765																	
273104	1	Inv		REFUND DEPOSIT			09/26/2011	09/28/2011	104.13	0		.00				9/11	
										No			002-0002520				
Total 9/28/2011									3,348.78								

09/28/2011 GL Period Summary

GL Period	Amount
9/11	3,348.78
	<u>3,348.78</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
10/3/2011												
HILL, JEFF A.				20996								
09302011	1	Inv	MILEAGE		09/30/2011 10/05/2011	192.78	0 Yes		.00		001-001-5045	10/11
YORK TECHNICAL RESOURCES				20806								
362	1	Inv	PROFESSIONAL SERVICE		09/25/2011 10/05/2011	951.12	0 No		.00		001-093-5047	10/11
QUALITY READY MIX-CEMEX				9955								
9422351313	1	Inv	CON CRETE		09/27/2011 10/05/2011	13,073.12	8 No	10/12/2011	119.91		007-087-5026	10/11
TARGET SPEC. PRODUCTS				11650								
1419733	1	Inv	CHEMICALS		09/21/2011 10/12/2011	831.02	0 No		.00		001-005-5060	10/11
U.S.PLASTICS				20930								
3128786	1	Inv	BOTTLES		09/23/2011 10/12/2011	124.43	0 No		.00		001-005-5060	10/11
PRINT PLACE				9800								
82434	1	Inv	PRINTING		09/13/2011 10/12/2011	88.08	0 No		.00		001-014-5057	10/11
JACK'S MUSTANG				10250								
15425	1	Inv	PROPANE		09/29/2011 10/11/2011	24.22	0 No		.00		002-090-5027	10/11
GHD INC.				21523								
8309104	1	Inv	ENGINEERING SERVICES		09/23/2011 10/05/2011	5,767.25	0 Yes		.00		002-092-5041	10/11
SAM'S CLUB 6604				10530								
09272011	1	Inv	SUPPLIES		09/27/2011 10/12/2011	63.60	0 No		.00		001-020-5021	10/11
FORCE ONE ARMOR				21725								
14939	1	Inv	BODY ARMOR		09/20/2011 10/12/2011	465.00	0 No		.00		001-050-5023	10/11
BARELA, JAMES				21766								
09292011	1	Inv	ABATEMENT		09/29/2011 10/05/2011	175.00	0 Yes		.00		001-005-5060	10/11
PRO-BUILD				21374								
642767	1	Inv	SUPPLIES		09/22/2011 10/12/2011	510.81	0 No		.00		001-031-5026	10/11
DELTA SYSTEMS ENGINEERING				21767								
11503	1	Inv	PROFESSIONAL FEES		09/26/2011 10/12/2011	1,203.63	0 No		.00		002-092-5041	10/11
SAM'S CLUB 6604				10530								
09022011	1	Inv	SUPPLIES		09/02/2011	40.05	0		.00			10/11

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
					10/12/2011		No				001-031-5026	
O'REILLY AUTO PARTS				21622								
2652-142904	1	Inv	PARTS		09/29/2011	13.19	0		.00			10/11
					10/12/2011		No				001-085-5071	
NEOFUNDS BY NEOPOST				21603								
08-30-2011	1	Inv	POSTAGE		08/30/2011	.00	0		.00			10/11
					10/05/2011		No				001-020-5042	
08-30-11	1	Inv	POSTAGE		08/30/2011	7.61	0		.00			10/11
					10/05/2011		No				001-098-5042	
08-31-2011	1	Inv	POSTAGE		08/31/2011	56.17	0		.00			10/11
					10/05/2011		No				001-014-5042	
08-31-11	1	Inv	POSTAGE		08/31/2011	35.20	0		.00			10/11
					10/05/2011		No				002-091-5042	
08-31-11	2	Inv	POSTAGE		08/31/2011	2.19	0		.00			10/11
					10/05/2011		No				001-020-5042	
08-31-11	3	Inv	POSTAGE		08/31/2011	.00	0		.00			10/11
					10/05/2011		No				001-014-5042	
08-31-11	4	Inv	POSTAGE		08/31/2011	.00	0		.00			10/11
					10/05/2011		No				001-098-5042	
08-31-11	5	Inv	POSTAGE		08/31/2011	284.44	0		.00			10/11
					10/05/2011		No				001-004-5042	
08-31-11	6	Inv	POSTAGE		08/31/2011	34.30	0		.00			10/11
					10/05/2011		No				001-050-5042	
08-31-11	7	Inv	POSTAGE		08/31/2011	11.21	0		.00			10/11
					10/05/2011		No				002-092-5042	
08-31-11	8	Inv	POSTAGE		08/31/2011	6.03	0		.00			10/11
					10/05/2011		No				001-098-5042	
08-31-11	9	Inv	POSTAGE		08/31/2011	.44	0		.00			10/11
					10/05/2011		No				001-001-5042	
08-31-11	10	Inv	POSTAGE		08/31/2011	25.84	0		.00			10/11
					10/05/2011		No				001-005-5042	
08-31-11	11	Inv	POSTAGE		08/31/2011	9.24	0		.00			10/11
					10/05/2011		No				001-093-5042	
Total 08-31-11						408.89						
Total 21603						472.67						
LIBRAMATION				21768								
2657	1	Inv	DOWN PAYMENT-MEDIA E		09/28/2011	15,332.50	0		.00			10/11
					10/05/2011		No				027-020-5071	
Total 10/3/2011						39,328.47						

10/03/2011 GL Period Summary

GL Period	Amount
10/11	39,328.47

<u>GL Period</u>	<u>Amount</u>
	<u>39,328.47</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
10/4/2011												
TATE'S AUTO CENTER				11670								
8378	1	Inv	PARTS		08/08/2011 10/12/2011	204.83	0 No		.00		10/11 001-050-5024	
QUALITY READY MIX-CEMEX				9955								
9422370959	1	Inv	CONCRETE		09/29/2011 10/05/2011	1,229.99	8 No	10/14/2011	11.27		10/11 007-087-5026	
KICKS KAFE/TIM HOAK				21769								
159404	1	Inv	REFUND DEPOSIT		10/03/2011 10/12/2011	500.98	0 No		.00		10/11 002-0002520	
ALBERT HOLLER & ASSOCIATES				21271								
09302011	1	Inv	AUDITING SERVICES		09/30/2011 10/12/2011	2,000.00	0 No		.00		10/11 001-004-5041	
Total 10/4/2011						<u>3,935.80</u>						

10/04/2011 GL Period Summary

GL Period	Amount
10/11	<u>3,935.80</u>
	<u>3,935.80</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
10/5/2011												
SOLOMON LAW OFFICES, P.C.			20955									
09302011	1	Inv	PROFESSIONAL SERVICE		09/30/2011 10/05/2011	3,969.00	0 No		.00		10/11 001-004-5041	
ALTERNATIVE ENERGY SYSTEMS			10952									
2228	1	Inv	GLASS		08/14/2011 10/05/2011	82.42	2 No		.00		10/11 001-014-5026	
2232	1	Inv	MIRRORS		10/05/2011 10/12/2011	920.85	2 No		.00		10/11 001-031-5026	
Total 10952						1,003.27						
UNIVAR USA INC.			12396									
PX144423	1	Inv	MOSQUITO SPRAY		09/29/2011 10/12/2011	317.58	0 No		.00		10/11 001-031-5026	
HOLBROOK FIRST STEP			21380									
093011	1	Inv	PROFESSIONAL SERVICE		09/30/2011 10/05/2011	91.25	0 No		.00		10/11 001-014-5057	
GATEWAY COMMUNITY COLLEGE			21354									
10212011	1	Inv	EXAMINATION FEES		10/05/2011 10/12/2011	261.00	0 No		.00		10/11 002-091-5045	
SHOW LOW CONSTRUCTION			10770									
0928201	1	Inv	REFUND DEPOSIT		10/05/2011 10/05/2011	462.00	0 No		.00		10/11 002-0002520	
QUILL OFFICE PRODUCTS			9990									
7108554	1	Inv	SUPPLIES		09/30/2011 10/12/2011	63.70	0 No		.00		10/11 001-004-5021	
7108554	2	Inv	SUPPLIES		09/30/2011 10/12/2011	49.97	0 No		.00		10/11 001-005-5021	
Total 7108554						113.67						
Total 9990						113.67						
GUTTERY, LOUISE			21770									
189601	1	Inv	REFUND UTILITIES		10/04/2011 10/05/2011	78.01	0 No		.00		10/11 002-0001361	
R.A.G.H.T.			10005									
OCT20114	1	Inv	INSURANCE PREMIUMS		10/04/2011 10/05/2011	51,280.63	2 No		.00		10/11 099-0002524	
Total 10/5/2011						57,576.41						

10/05/2011 GL Period Summary

GL Period	Amount
10/11	57,576.41
	<u>57,576.41</u>
Grand Total:	<u>110,837.79</u>

Report GL Period Summary

GL Period	Amount
10/11	100,840.68
9/11	9,997.11
	<u>110,837.79</u>

Vendor Number Hash: 996367
 Vendor Number Hash - Split: 1415484
 Total Number of Invoices: 55
 Total Number of Transactions: 75

TC	Terms Description	Invoice Amt	Discount Amt	Net Inv Amt
0	Open Terms	43,834.34	.00	43,834.34
2	NET 7	52,283.90	.00	52,283.90
8	1% 15TH, NET 30TH	14,719.55	135.07	14,584.48
		<u>110,837.79</u>	<u>135.07</u>	<u>110,702.72</u>

Report Criteria:
 Invoice.Vendor No = 9701-99999

CITY OF HOLBROOK

INVOICE APPROVAL REPORT

**BY GL NUMBER WALT'S
HARDWARE**

09/22/2011 THRU 10/05/11

TOTAL

\$801.05

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
10/3/2011												
WALT'S HARDWARE			9700									
94446	1	Inv	JANITORIAL CONTRACT		09/28/2011	16.85	0		.00			10/11
					10/12/2011		No			001-004-5021		
94446	2	Inv	JANITORIAL CONTRACT		09/28/2011	51.63	0		.00			10/11
					10/12/2011		No			001-031-5021		
94446	3	Inv	JANITORIAL CONTRACT		09/28/2011	16.85	0		.00			10/11
					10/12/2011		No			007-087-5021		
94446	4	Inv	JANITORIAL CONTRACT		09/28/2011	33.18	0		.00			10/11
					10/12/2011		No			001-050-5021		
94446	5	Inv	JANITORIAL CONTRACT		09/28/2011	19.70	0		.00			10/11
					10/12/2011		No			002-090-5021		
94446	6	Inv	JANITORIAL CONTRACT		09/28/2011	19.70	0		.00			10/11
					10/12/2011		No			002-091-5021		
Total 94446						157.91						
Total 9700						157.91						
Total 10/3/2011						157.91						

10/03/2011 GL Period Summary

GL Period	Amount
10/11	157.91
	157.91

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
10/4/2011												
09202011	1	Inv	SUPPLIES		09/20/2011 10/12/2011	16.98	0 No		.00		10/11 001-084-5021	
09202011	2	Inv	SUPPLIES		09/20/2011 10/12/2011	32.34	0 No		.00		10/11 001-085-5024	
09202011	3	Inv	SUPPLIES		09/20/2011 10/12/2011	69.65	0 No		.00		10/11 002-092-5026	
09202011	4	Inv	SUPPLIES		09/20/2011 10/12/2011	9.88	0 No		.00		10/11 002-091-5026	
09202011	5	Inv	SUPPLIES		09/20/2011 10/12/2011	32.19	0 No		.00		10/11 001-093-5026	
09202011	6	Inv	SUPPLIES		09/20/2011 10/12/2011	13.75	0 No		.00		10/11 007-087-5026	
09202011	7	Inv	SUPPLIES		09/20/2011 10/12/2011	14.37	0 No		.00		10/11 001-084-5024	
09202011	8	Inv	SUPPLIES		09/20/2011 10/12/2011	.00	0 No		.00		10/11 001-084-5026	
09202011	9	Inv	SUPPLIES		09/20/2011 10/12/2011	21.79	0 No		.00		10/11 001-014-5026	
09202011	10	Inv	SUPPLIES		09/20/2011 10/12/2011	27.51	0 No		.00		10/11 001-040-5026	
09202011	11	Inv	SUPPLIES		09/20/2011 10/12/2011	23.17	0 No		.00		10/11 001-050-5026	
09202011	12	Inv	SUPPLIES		09/20/2011 10/12/2011	175.63	0 No		.00		10/11 001-060-5026	
09202011	13	Inv	SUPPLIES		09/20/2011 10/12/2011	32.41	0 No		.00		10/11 001-005-5060	
09202011	14	Inv	SUPPLIES		09/20/2011 10/12/2011	147.46	0 No		.00		10/11 001-031-5026	
09202011	15	Inv	SUPPLIES		09/20/2011 10/12/2011	26.01	0 No		.00		10/11 001-084-5026	
Total 09202011						643.14						
Total 9700						643.14						
Total 10/4/2011						643.14						

10/04/2011 GL Period Summary

GL Period	Amount
10/11	643.14
	643.14
Grand Total:	801.05

Report GL Period Summary

<u>GL Period</u>	<u>Amount</u>
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<u>GL Period</u>	<u>Amount</u>
10/11	<u>801.05</u>
	<u>801.05</u>

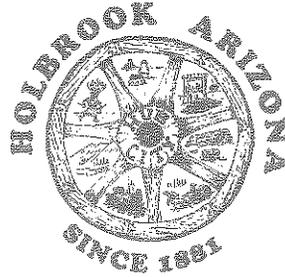
Vendor Number Hash: 19400
Vendor Number Hash - Split: 203700
Total Number of Invoices: 2
Total Number of Transactions: 21

<u>TC</u>	<u>Terms Description</u>	<u>Invoice Amt</u>	<u>Discount Amt</u>	<u>Net Inv Amt</u>
0	Open Terms	<u>801.05</u>	<u>.00</u>	<u>801.05</u>
		<u>801.05</u>	<u>.00</u>	<u>801.05</u>

Report Criteria:
Invoice.Vendor No = 9700

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

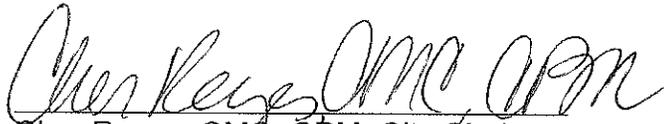
ADDENDUM TO
REGULAR CITY COUNCIL MEETING
SEPTEMBER 13, 2011
6:00 P.M.

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

NEW BUSINESS:

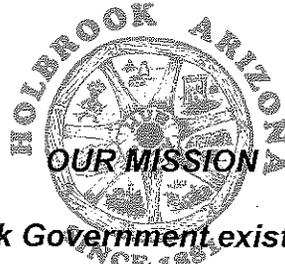
G. Discussion/possible action regarding request to expend funds to Auto Safety House not to exceed \$8500.00 for repairs to Sanitation Truck.

Posted this 9th day of September 2011.


Cher Reyes, CMC, CPM, City Clerk

465 First Avenue
P.O. Box 970
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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

SEPTEMBER 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).
 - A. Proclamation for 80th Navajo County Fair.
 - B. Proclamation for Constitution Week.
 - C. Proclamation-Family Day, a day to eat dinner with your Children.
 - D. Navajo County Budget and Forest issues-County Manager Jimmy Jayne and Supervisor J.R. DeSpain.
- 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 August 18, 2011 thru September 8, 2011: Documentation for claims is available at City Hall.
- 7) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$1359.30

- 7) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE:
\$1359.30
- 8) REPORTS:
Mayor:
A. How the reports of officers section of the Agenda is to be used.
Council Members:
Manager:
- 9) OLD BUSINESS:
A. Ordinance 11-05, amending the Holbrook City Code, Chapter 4, rates rules and regulations, 1st reading.
- 10) NEW BUSINESS:
A. Discussion/possible action regarding the redistricting of Arizona-Mayor Hill.
B. Discussion/possible action regarding eligible routes for NACOG road projects-Manager Alley.
C. Ordinance 11-07, authorizing the sale of real property of the City of Holbrook, namely a portion of parcel 109-24-075A-1st reading.
D. Discussion/possible action regarding bid results for a Self Contained, Self Check-out and Self Return Hardware/Software system for the Holbrook Public Library-Manager Alley.
E. Discussion/possible action regarding Community Clean-up projects-Councilmembers Carlisle and Tyler.
F. Discussion/possible action regarding Right of First Purchase by and between PSiSC-Manager Alley.
- 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 2nd day of September 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 SEPTEMBER 13, 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, Myron Maxwell, Bobby Tyler,
10 Wade Carlisle and Phil Cobb. Vice-Mayor Haussman was absent and excused due to
11 work.

12 PLEDGE OF ALLEGIANCE/INVOCATION:

13 Councilmember Carlisle led the pledge of allegiance and Mayor Hill gave the
14 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 A. City Clerk Reyes presented the proclamation for the 80th Annual Navajo County
20 Fair. Councilmember Cobb made a motion to adopt the proclamation.
21 Councilmember Carlisle seconded and September 14 thru September 18, 2011
22 was proclaimed "Navajo County Fair Week" unanimously.

23 B. City Clerk Reyes presented the proclamation for Constitution Week.
24 Councilmember Carlisle made a motion to adopt the proclamation.
25 Councilmember Cobb seconded and September 17 through September 23, 2011
26 was proclaimed as United States Constitution Week unanimously.

1 C. City Clerk Reyes presented the proclamation for Family Day. Councilmember
2 Cobb made a motion to adopt the proclamation. Councilmember Maxwell
3 seconded and the 4th Monday of September was declared "Family Day-A day to
4 eat dinner with your children day unanimously.

5 D. City Clerk Reyes announced that Parent/teacher's Conferences will be held on
6 Sept. 14 and Sept. 15.

7 E. Mayor Hill moved this item to later in the agenda so that the County Officials
8 could arrive at meeting and set up for presentation.

9 PETITIONS FROM THE PUBLIC:

10 CONSENT AGENDA

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

12 A. Claims/payment approval for August 18, 2011 thru September 8, 2011.

13 Councilmember Peterson seconded and the motion carried unanimously.

14
15 CLAIMS/PAYMENT APPROVAL FOR: Walt's Hardware:

16 Mayor Hill and Councilmember Carlisle recused themselves from this item and left the
17 chambers as he is an owner of Walt's Hardware. Councilmember Maxwell made a motion to
18 approve the claims for Walt's Hardware in the amount of \$1359.30. Councilmember Peterson
19 seconded and the motion carried unanimously.

20 SUMMARY OF CURRENT EVENTS:

21 Mayor:

- 22 1. Mayor Hill reported that he will be meeting with the Alcohol Committee in two
23 weeks regarding the proposed change to legislation for public intoxication. Mayor
24 Hill stated that he would like to meet with Chief Jackson to discuss any changes

1 he may feels should be presented.

- 2 2. Mayor Hill reminded the Council that reports of officers does not allow for
3 dialogue between Councilmembers. Mayor Hill stated that if the Council desires
4 to have discussion on a particular topic it needs to be listed on the agenda.

5 Councilmembers:

- 6 1. Councilmember Cobb reminded everyone to attend the fair.
7 2. Councilmember Tyler reported that the SDA kids conducted a clean up on
8 September 9 with 42 kids participating and on September 10, 60 persons
9 showed up to assist with the Community Cleanup. Councilmember Tyler
10 thanked everybody who came out and helped and thanked the Tribune for taking
11 pictures.
12 3. Councilmember Maxwell stated that he was impressed that citizens of Woodruff
13 showed up to help with the cleanup. Councilmember Maxwell stated that he
14 believed more than 100 persons assisted with the event.

15 Manager's Report:

- 16 1. Manager Alley reported that the City is still conducting demolitions and
17 cleaning of vacant lots. Manager Alley stated that if a citizen has a lot that
18 needs cleaned to contact the City and they will provide a list of persons who
19 will clean the lot or the City can clean the lot and bill the citizen if they chose.
20 2. Manager Alley reported that the City has completed landscaping at the
21 corner of Navajo and Iowa.
22 3. Manager Alley reported that the Iowa Street water line will be completed
23 this week.

1 4. Manager Alley reported that all paperwork has been submitted to ADEQ
2 for new well and as soon as they approve it the well house will be
3 constructed.

4 5. Manager Alley reported that the sewer modeling is in process and
5 hopefully will be available by next meeting.

6 6. Manager Alley reported that 6 doggy waste containers have been installed
7 at various locations in the City. Manager Alley stated that all of the containers
8 were donated by local businesses.

9 7.

10 OLD BUSINESS:

11 Mayor Hill presented Ordinance 11-05 for its second reading captioned as follows:

12 **AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF**
13 **HOLBROOK, ARIZONA, AMENDING THE CITY CODE, CHAPTER 4,**
14 **SECTION 4-11-5, RATES, RULES AND REGULATIONS,**
15 **ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR**
16 **REPEAL AND SEVERABILITY.**
17

18 Councilmember Peterson asked if the effect of this Ordinance is that if someone does
19 not have sanitation services with the City of Holbrook they will not be able to use City
20 sanitation services until a rate structure is developed. City Clerk Reyes stated that any
21 person who does not have an established account will not be allowed to use the
22 transfer site, curbside pickup or any other Sanitation service the City provides. Manager
23 Alley stated that this will only effect Commercial users. Councilmember Carlisle made a
24 motion to adopt Ordinance 11-05. Councilmember Cobb seconded. A roll call vote
25 was held with the following results: Councilmember Carlisle, "aye", Councilmember
26 Cobb, "aye", Councilmember Maxwell, "aye", Councilmember Peterson, "aye",

1 Councilmember Tyler, "aye" and Mayor Hill, "aye".

2 NEW BUSINESS:

3 A. Marlin Gillespie explained that the ten year Census will prompt
4 redistricting due to increases in population. Mr. Gillespie stated that in
5 April Navajo County established a Redistricting and Advisory Committee
6 and he was asked to serve on this committee by J.R. DeSpain. Mr.
7 Gillespie stated that rules have been established that all districts be
8 nearly equal in population and have no more than a 10% deviation in
9 population from one district to another. Mr. Gillespie stated that the
10 Committee will submit 2 to 3 plans which have been studied by the
11 Committee. Mr. Gillespie displayed 5 different options for the Council in
12 the form of maps with each plan having less than the 10% deviation.
13 Mr. Gillespie stated that three of the plans are close to 5% deviation and
14 the others are higher. Mr. Gillespie stated that he would leave the maps
15 for Council to review so they could determine which one they would
16 support. Mayor Hill stated that Council would recess to look at the maps
17 and perhaps vote on a resolution to support one of the maps. Mr.
18 Gillespie stated that the 5 maps presented are all comparable. Mayor
19 Hill called for a recess of 6:50 p.m. The meeting reconvened from
20 recess at 7:03 p.m. Councilmember Carlisle stated that he liked Map 2
21 and would like to keep Holbrook, Joe City, Sun Valley and Woodruff
22 together if possible. Councilmember's Peterson and Maxwell were in
23 agreement. Councilmember Cobb made a motion to issue a resolution

1 of support for Map #2 TLP 04. Councilmember Tyler seconded and the
2 motion carried unanimously.

3 Mayor Hill moved the meeting back to Presentations Item D for the County to
4 make their presentation that was listed on the agenda. Mayor Hill introduced
5 Supervisor J.R. DeSpain and County Manager Jimmie Jayne. Mr. DeSpain
6 introduced Sheriff K.C. Clark, Navajo County Assessor Cammy Darris, Clerk of
7 the Board, Melissa Buckley, Navajo County Recorder Laurette Justman and
8 Navajo County School Superintendent Linda Morrow. Supervisor DeSpain
9 stated that redistricting is going to happen and they do want to hear from their
10 constituents on this matter. Supervisor DeSpain asked everyone to attend the
11 Fair and thanked the City for all its support of the Fair. County Manager Jayne
12 gave a presentation showing where the Counties revenues come from and the
13 counties expenditures. Manager Jayne stated that all County Departments
14 have agreed to a level of expenditures for their departments. Manager Jayne
15 stated that the State is balancing their budget on the backs of local government
16 either from the Counties or Cities. Mr. Jayne stated that the County will be
17 fighting some of legislation proposed to keep from having additional funds
18 taken from them. Manager Jayne spoke about jail services and costs.

19 B. Manager Alley stated that the City had traded years for NACOG funding
20 with Pinetop and now our year is coming up. Manager Alley stated that
21 this funding was to re-align McLaws Road. Manager Alley stated that with
22 the aid of the County McLaws Road has been resurfaced which frees the
23 funding up for another project. Manager Alley presented a map with

1 possible routes for use of the funds recommending that the paving be
2 continued from where the last project left off to City Limits. Manager Alley
3 stated that if there is funding left over he would recommend pavement
4 preservation on Arizona and Florida streets. Councilmember Cobb made a
5 motion to change the scope of work for the NACOG funding.
6 Councilmember Carlisle seconded and the motion carried unanimously.

7 C. Mayor Hill presented Ordinance 11-07 captioned as follows for its first
8 reading:

9 Manager Alley stated that this is to sell the land to Summit Healthcare and
10 that the purchase agreement is attached for Council's review. Manager
11 Alley stated that there is a similar reverter clause in the agreement.

12 D. Manager Alley presented bid results for the Self Contained, Self Check-
13 out and Self Return Hardware/Software system. Manager Alley stated that
14 this is similar to a red box for video checkout at the Library. Manager Alley
15 stated that the recommendation from Staff is not that of the low bidder but
16 Libramation. Manager Alley stated that Staff has checked with the State
17 regarding the grant funding and as long as the procurement procedures
18 are followed the bid does not need to be awarded to low bidder.
19 Councilmember Peterson asked if this was being paid for by a Grant from
20 the State. Librarian Wendy Skevington stated that it is Federal funding
21 which is funneled through the state. Councilmember Peterson asked if
22 there would be a maintenance agreement for this item and what the cost
23 would be. Ms. Skevington stated there is an option to purchase this and

1 the item is covered for one year and after that an extended warranty can
2 be purchased for 10% of the equipment price for a year. Manager Alley
3 stated that the maintenance agreement will be budgeted in next fiscal year
4 when it is needed. Councilmember Carlisle made a motion to award the
5 bid to Libramation in the amount not to exceed \$61,330.00.
6 Councilmember Cobb seconded and the motion carried unanimously.

7 E. Councilmember Carlisle stated that the community cleanup projects
8 have been managed well by Manager Alley and Councilmember Tyler.
9 Councilmember Carlisle asked that a set of rules be established to be
10 handed out. Councilmember Carlisle would like the clean ups to be
11 organized and the dumpsters to be manned by a trained person so that
12 City Staff does not have to separate items later on. Councilmember Tyler
13 stated that the City will be involved with the cleanups so he believes some
14 of these issues will be resolved. Manager Alley stated that more planning
15 will be put into place for the November 5 clean up. Manager Alley stated
16 that the last clean up was a learning experience. Councilmember Carlisle
17 stated that he would like to see a hazardous waste days established for
18 disposal of these items. Councilmember Maxwell disagreed with rules
19 being established as the last clean up was well managed and everyone
20 received instruction as needed. Councilmember Maxwell stated that there
21 was no pressure to clean something up in a certain way. Councilmember
22 Maxwell stated that it was a tremendous effort and he did not hear of any

1 complaints. Mayor Hill agreed saying that we need to make it easy for the
2 citizens of Holbrook.

3 F. Manager Alley stated that he had been contacted by the bankruptcy
4 Attorney for the PSiSC property regarding the City's right of first refusal for
5 this parcel. Manager Alley stated that if the Council wanted to exercise the
6 right the City would have to purchase the property back for fair market
7 value. Councilmember Cobb made a motion to desist on right of 1st
8 purchase and authorize Manager Alley to execute the documents to do
9 such. Councilmember Tyler seconded and the motion carried
10 unanimously.

11 G. Manager Alley reported to the Council that the Sanitation Truck had
12 broken down and had to be towed. Manager Alley stated that the truck
13 was towed to Auto Safety House and he had authorized them to complete
14 the repairs otherwise another tow fee would have had to be paid to have it
15 towed to Show Low or Flagstaff to a maintenance shop that could
16 diagnose the problem and repair. Manager Alley stated that the repairs
17 would be about \$8500.00 and asked that the Council approve the
18 expenditure to Auto Safety House. Councilmember Carlisle made a
19 motion to expend funds to Auto Safety House in an amount not to exceed
20 \$8,500.00 for repairs to the sanitation truck. Councilmember Cobb
21 seconded and the motion carried 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 8:12 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 September 13, 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

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

CITY OF HOLBROOK



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

AGENDA

REGULAR CITY COUNCIL MEETING

SEPTEMBER 27, 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).
 - A. Chief of Police Mark Jackson presentation to Officer Eric Zimmerman.
 - B.
- 5) CALL TO THE AUDIENCE:
The City Council welcomes public comment at this time only for items listed on this Agenda. There is a five minute time limit per citizen..
- 6) CONSENT AGENDA
 - A. Claims/payment approval for September 9, 2011 thru September 21, 2011: Documentation for claims is available at City Hall.
 - B. Minutes of the regular meeting held on August 23, 2011.
- 7) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$3853.03
- 8) REPORTS:

Mayor:
Council Members:
Manager:

- 9) OLD BUSINESS:
 - A. Ordinance 11-07, authorizing the sale of real property of the City of Holbrook, namely a portion of parcel 109-24-075A-2nd reading.
 - B. Discussion/possible action regarding update on Wastewater Modeling-Manager Alley.

- 10) NEW BUSINESS:
 - A. Discussion/possible regarding Intergovernmental agreement with the Holbrook School District for the services of a School Resource Officer-Manager Alley.

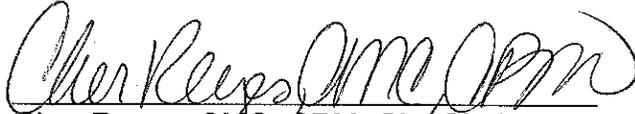
- 11) EXECUTIVE SESSION:
 - A. Per ARS 38-431.03(A) (3), the Council may adjourn into executive session for discussion or consultation or legal advice with the City Attorney for any item listed on the agenda.

- 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 20th day of September 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 SEPTEMBER 27, 2011
4

5 CALL TO ORDER:
6

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

8 ROLL CALL:

9 Mayor Jeff Hill, Vice-Mayor Charles Haussman, Councilmember's Richard Peterson,
10 Myron Maxwell, Bobby Tyler and Phil Cobb. Councilmember Carlisle was absent and
11 excused due to work.

12 PLEDGE OF ALLEGIANCE/INVOCATION:

13 City Clerk Reyes led the pledge of allegiance and Dr. Bradley gave the 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 A. Chief of Police Mark Jackson presented Sergeant Zimmerman with the Holbrook
19 Police Department Life Saving award for an incident which occurred on June 4,
20 2011 in which he and Officer Olson were responsible for saving a life.

21 PETITIONS FROM THE PUBLIC:

22 CONSENT AGENDA

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

24 A. Claims/payment approval for September 9, 2011 thru September 21, 2011.

25 B. Minutes of the regular meeting held on August 23, 2011.

26 Councilmember Tyler seconded and the motion carried unanimously.

1
2 CLAIMS/PAYMENT APPROVAL FOR: Walt's Hardware:

3 Mayor Hill recused himself from this item and left the chambers as he is an owner of Walt's
4 Hardware. Councilmember Cobb made a motion to approve the claims for Walt's Hardware in
5 the amount of \$3853.03. Councilmember Tyler seconded and the motion carried
6 unanimously.

7 SUMMARY OF CURRENT EVENTS:

8 Mayor:

- 9 1. Mayor Hill reported that he had attended the study group for the Public
10 Intoxication legislation. Mayor Hill reported that Senator Allen also attended.
11 Mayor Hill reported that different items that are being looked at such as a
12 possible minimum 72 hour hold for someone who is arrested while intoxicated as
13 well as a possible County liquor tax.

14 Councilmembers:

- 15 1. Vice-Mayor Haussman reported that the City Manager and himself had met
16 with representatives from American West Resources regarding their potential potash
17 facility and everything still looks promising.
- 18 2. Councilmember Cobb reported that there are several animals at the shelter for
19 adoption.
- 20 3. Councilmember Cobb reported that the Elks would hold the annual Halloween
21 Party and they are looking for donations of time and candy.
- 22 4. Councilmember Cobb reported that the Navajo County Fair was an outstanding
23 effort.
- 24 5. Councilmember Maxwell reported that the Fair was a success and that the Police

1 Department and Navajo County Sheriff's Officers had done a good job keeping
2 the vagrants off the streets during the Fair.

3 **Manager's Report:**

- 4 1. Manager Alley reported that he had checked on the sanitation truck and the
5 turbo was not under recall.
- 6 2. Manager Alley reported that 11th Avenue has been started and that next will be
7 Clearview Heights.
- 8 3. Manager Alley reported that the new well has been tested and the results were
9 good. Manager Alley reported that the results are being sent to the Engineer
10 who will submit to ADEQ.
- 11 4. Finance Director Sullivan reported that APS has conducted an energy efficiency
12 audit at the treatment plant and has determined that for \$82,500 energy saving
13 devices can be installed and the City will be rebated \$45,000.00. Finance
14 Director Sullivan stated that the annual savings after installation will be
15 \$53,000.00 and the project will pay for itself in less than one year.

16 OLD BUSINESS:

- 17 A. Mayor Hill presented Ordinance 11-07 for its second reading captioned as
18 follows:

19
20 Councilmember Carlisle made a motion to adopt Ordinance 11-07. Councilmember
21 Cobb seconded. A roll call vote was held with the following results: Councilmember
22 Carlisle, "aye", Councilmember Cobb, "aye", Councilmember Maxwell, "aye",
23 Councilmember Peterson, "aye", Councilmember Tyler, "aye" and Mayor Hill, "aye".

1 B. Manager Alley stated that he had received the sewer modeling today and has
2 not had time to review it so he is not comfortable discussing it. Manager Alley
3 stated that it appears that there is a bottleneck which occurs in the summer
4 months from 8th Avenue to the treatment plant. Manager Alley stated that he will
5 have this ready to discuss at next Council meeting.

6 NEW BUSINESS:

7 A. Finance Director Sullivan stated that the School Resource Agreement
8 with the Holbrook Unified School District is the same agreement we
9 have operated under for years except the dollar amount. Finance
10 Director Sullivan stated that the School lost its state funding and will now
11 contribute \$22,000 towards the officer and the City will provide the
12 remainder. Chief Jackson stated that this presence in the school is very
13 important and needs to be maintained. Councilmember Cobb made a
14 motion to approve the IGA for School Resource Officer. Councilmember
15 Tyler seconded and the motion carried unanimously.

16 EXECUTIVE SESSION:

17 POST EXECUTIVE SESSION:

18 CALL TO THE AUDIENCE:

19 Dr. Bradley petitioned the Council regarding the Native American Mission.

20 ADJOURNMENT:

21 There being no further business to come before the Council at this time, adjourned the
22 meeting by unanimous consent at 6:49 p.m.

Jeff Hill, Mayor

1
2 CERTIFICATION:

3 I hereby certify that the foregoing minutes are a true and correct copy of the minutes of
4 the regular meeting of the Holbrook City Council held on the September 27, 2011. I
5 further certify that the meeting was duly called and held and that a quorum was present.

6
7 Cher Reyes, CMC, CPM, City Clerk
8

HOLBROOK CITY COUNCIL
AGENDA ITEM

ISSUE/ITEM: Sales tax audit collection consulting agreement

DATE OF MEETING: October 11, 2011

ACTION REQUESTED: Approve annual renewal of consulting agreement

BACKGROUND: This is an annual renewal for consulting services with Albert Holler and Associates for the sales tax audit.

Since November of 2008 the City has collected \$105,146.59 in revenue as a direct result of this contract and the City has paid Albert Holler and Associates \$86,000 for these services. The Renewal is the same as last year for one year and \$24,000.

Staff recommends renewal.

GENERAL PLAN: N/A

IF A BID, LIST VENDORS BID SENT TO:

Budget Line: 001-004-5041

Funds Available: \$24,000

Approvals (as required) _____

Attachments:

2011-2012 Contract

CONSULTING AGREEMENT

This Agreement is made effective as of November 01, 2011, by and between City of Holbrook, of 465 First Street, Holbrook, Arizona 86025, and Albert Holler & Associates, of 23844 S. Power Road Suite 102-PMB 425, Queen Creek, Arizona 85242.

In this Agreement, the party who is contracting to receive services shall be referred to as "City", and the party who will be providing the services shall be referred to as "Auditor".

Auditor has a background in sales tax auditing and is willing to provide services to City based on this background.

City desires to have services provided by Auditor.

Therefore, the parties agree as follows:

- 1. DESCRIPTION OF SERVICES.** Beginning on November 01, 2011, Auditor will provide the following services (collectively, the "Services"): Complete sales and use tax audits of businesses, prepare correspondence and finding's letters, attend administrative hearings as necessary and provide documentation to support audit findings. Provide taxpayer assistance as requested, prepare monthly reports on progress of the project.

- 2. PERFORMANCE OF SERVICES.** The manner in which the Services are to be performed and the specific hours to be worked by Auditor shall be determined by Auditor. City will rely on Auditor to work as many hours as may be reasonably necessary to fulfill Auditor's obligations under this Agreement.

- 3. PAYMENT.** City will pay a fee to Auditor for the Services of \$24,000 per year based on \$2,000.00 per month. This fee shall be payable monthly, no later than the fifteenth day of the month following the period during which the Services were performed.

- 4. SUPPORT SERVICES.** City will provide the following support services for the benefit of Auditor: mail, staff support, building permit data, utilities information.

- 5. TERM/TERMINATION.** This agreement may be terminated by either party upon thirty (30) days written notice to the other party. This Agreement shall terminate automatically on October 31, 2012.

6. RELATIONSHIP OF PARTIES. It is understood by the parties that Auditor is an independent contractor with respect to City, and not an employee of City. City will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of Auditor.

7. INJURIES. Auditor acknowledges Auditor's obligation to obtain appropriate insurance coverage for the benefit of Auditor (and Auditor's employees, if any). Auditor waives any rights to recovery from City for any injuries that Auditor (and/or Auditor's employees) may sustain while performing services under this Agreement and that are a result of the negligence of Auditor or Auditor's employees.

8. ASSIGNMENT. Auditor's obligations under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of City.

9. CONFIDENTIALITY. City recognizes that Auditor has and will have the following information:

- sales tax information
- taxpayer business affairs

and other proprietary information (collectively, "Information") which are valuable, special and unique assets of City of Holbrook and need to be protected from improper disclosure. In consideration for the disclosure of the Information, Auditor agrees that Auditor will not at any time or in any manner, either directly or indirectly, use any Information for Auditor's own benefit, or divulge, disclose, or communicate in any manner any Information to any third party without the prior written consent of City. Auditor will protect the Information and treat it as strictly confidential. A violation of this paragraph shall be a material violation of this Agreement.

10. UNAUTHORIZED DISCLOSURE OF INFORMATION. If it appears that Auditor has disclosed (or has threatened to disclose) Information in violation of this Agreement, City shall be entitled to an injunction to restrain Auditor from disclosing, in whole or in part, such Information, or from providing any services to any party to whom such Information has been disclosed or may be disclosed. City shall not be prohibited by this provision from pursuing other remedies, including a claim for losses and damages.

11. CONFIDENTIALITY AFTER TERMINATION. The confidentiality provisions of this Agreement shall remain in full force and effect after the termination of this Agreement.

12. RETURN OF RECORDS. Upon termination of this Agreement, Auditor shall deliver all records, notes, data, memoranda, models, and equipment of any nature that are in Auditor's possession or under Auditor's control and that are City's property or relate to City's business.

13. NOTICES. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

IF for City:

City of Holbrook
Randy Sullivan
Finance Director
465 First Street
Holbrook, Arizona 86025

IF for Auditor:

Albert Holler & Associates
Albert Holler, Owner
23844 S. Power Road Suite 102-PMB 425
Queen Creek, Arizona 85242

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

14. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

15. AMENDMENT. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

16. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

17. WAIVER OF CONTRACTUAL RIGHT. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

18. APPLICABLE LAW. This Agreement shall be governed by the laws of the State of Arizona.

Party receiving services:
City of Holbrook

By: _____
Ray Alley
City Manager

Party providing services:
Albert Holler & Associates

By: _____
Albert Holler
Owner

EIN Number 86-0783497

HOLBROOK CITY COUNCIL

AGENDA ITEM

ISSUE/ITEM: Reappointment of Lester Pate to Planning and Zoning Commission

DATE OF MEETING: October 11, 2011

ACTION REQUESTED: Reappoint Mr. Pate for a four year term on Planning and Zoning Commission.

BACKGROUND: Lester Pate was appointed by the Council to fill the remainder of Commissioner Zelda Gray's term. His term is up on October 15, 2011. City Clerk Reyes has asked Mr. Pater if he is willing to serve for a four year term and he has said he is.

GENERAL PLAN: N/A

BUDGET LINE:

FUNDS AVAILABLE:

AMOUNT TO BE EXPENDED:

Approvals (as required) City Manager _____

Finance Director _____

restitution in the manner provided in section 1-5-3 or in any other manner provided by law, including petitioning the court to issue an order to show cause to issue an arrest warrant and to punish the defendant for contempt of court.

ARTICLE 1-6 BOARDS AND COMMISSIONS

- 1-6-1 Planning and Zoning Commission
- 1-6-2 Historic Preservation Commission

1-6-1 Planning and Zoning Commission

- A. Establishment: There is hereby created a Planning and Zoning Commission composed of seven members to be appointed by the mayor after official notice and with the consent of the council.
- B. Terms of Office: Members of the Planning and Zoning Commission shall be appointed to staggered, four year terms. Those office terms begin and expire on October 15. To provide continuity on the board, the first appointments shall be as follows: 1 member for a 1 year term, 2 members for a two year term, 2 members for a 3 year term and 2 members for a 4 year term. Thereafter all appointments shall be for 4 year terms. Vacancies occurring other than through expiration of the term may be filled for the unexpired portion of the term, or as deemed appropriate by Council.
- C. Removal from Office: Members of the Planning and Zoning Commission may be removed from office by a two-thirds majority vote of the council.
- D. Compensation: Members of the Planning and Zoning Commission shall serve without compensation, but they may be reimbursed for actual and necessary expenses.
- E. Non-participating Members: The city council shall appoint one member of their body to be a non-participating member of the Planning and Zoning Commission. The non-participating designation is to ensure clear representation of Planning and Zoning decisions to the Council sitting as the Board of Adjustments.
- F. Qualifications: All regular members of the Planning and Zoning Commission shall be residents of the City of Holbrook.
- G. Organization and Meetings: The commission shall elect from its membership such officers and prescribe their duties as it deems necessary or convenient. The commission shall hold at least one regular