

MINUTES OF THE WORK SESSION  
OF THE HOLBROOK CITY COUNCIL HELD ON  
January 8, 2025

CALL TO ORDER: Mayor Smith called the Work Session to order at 5:05 p.m.

ROLL CALL: Mayor Kathleen Smith, Vice Mayor Nilsson (arrived at 5:45 p.m.), Councilmembers Robert Black, Tamera Church, Arcenia Pacheco (arrived at 5:08 p.m.), Karina Pack (appeared telephonic). Teri Tafoya was absent/excused.

CITY STAFF: City Manager Sharon Jakubowski Wolz, Assistant Manager Randy Sullivan, Human Resource Director Misty Hatch, Animal Control Officer Brandon Smigiel, Code Compliance Officer Babara Blythe, Building Inspector Richard Tissaw and City Clerk Lisa Hunt.

PROPOSED FISCAL YEAR 2025-26 CONSOLIDATED FEE SCHEDULE: Facility Use Fees/Swimming Pool. Council recommended that Swimming Lessons be increased from \$12.00 to \$20.00. Cemetery Fees were discussed, and Council recommended the following fees: Standard Plot for In-City plus 10 miles surrounding the City Limits be increased from \$375.00 to \$600.00. Standard Plot for other Navajo County residents to increase from \$475.00 to \$1200.00. Standard Plot for non-Navajo County residents to increase from \$575.00 to \$2400.00. ¼ Plot for In-City plus 10 miles surrounding the City Limits be increased from \$175.00 to \$250.00. ¼ Plots for other Navajo County residents increased from \$200.00 to \$450.00. ¼ Plots for non-Navajo County residents increased from \$225.00 to \$850.00. ½ Plots for In-City plus 10 miles surrounding the City Limits be increased from \$200.00 to \$400.00. ½ Plot for other Navajo County residents increase from \$400.00 to \$800.00. ½ Plots for non-Navajo County residents increase from \$450.00 to \$1400.00. Open/Closing Fees for Standard Plots increase from \$200.00 to \$250.00. Open/Closing Fees for Infant/Urn Plots increase from \$200.00 to \$250.00. Weekend/Holiday Open/Closing Additional fees increase from \$100.00 to \$150.00. Crypt fees for In-City plus 10 miles surrounding the City Limits increase from \$500.00 to \$650.00. Crypt fees for other Navajo County Residents increase from \$600.00 to \$850.00. Crypt fees for non-Navajo County residents increase from \$700.00 to \$1100.00. Opening/Closing fees for Crypt increase from \$100.00 to \$150.00. Exhumations increase from \$750.00 to \$900.00. Headstone setting fees for Flat/Single headstone increase from \$100.00 to \$150.00. Headstone setting fees for Flat/Double headstone increase from \$150.00 to \$200.00. Headstone setting fees for Upright/Single increase from \$200.00 to \$250.00. Headstone setting fees for Upright/Double increase from \$300.00 to \$350.00. Veteran Plots for In-City plus 10 miles surrounding the City Limits increase from \$500.00 to \$750.00 (includes Opening/Closing). Veteran Plots for other Navajo County residents increase from \$600.00 to \$1000.00 (includes Opening/Closing). Veteran Plots for non-Navajo County residents increase from \$700.00 to \$1800.00 (includes Opening/Closing). Council recommended that the Library processing fee be increased from \$5.00 to \$10.00. The Justice Court Staffing fee was recommended to increase from \$30.00 to \$45.00. They recommended that the Utility Deposit fee be increased from \$150.00 to \$250.00. The bulk water fee was recommended to be increased from \$2.85 to \$22.00. The remaining fee schedule increases will be discussed at a Work Session on January 22, 2025.

ADJOURNMENT:


MOTION: Councilmember Black made a motion to adjourn.

SECONDED: Councilmember Pacheco


MOTION CARRIED

Meeting adjourned at 5:58 p.m.

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session of the Holbrook City Council held on January 8, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

  
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Lisa Hunt, CMC, City Clerk

PASSED, APPROVED AND ADOPTED this 22nd day of January 2025.

  
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Kathleen Smith, Mayor