

MINUTES OF THE WORK SESSION  
OF THE HOLBROOK CITY COUNCIL HELD ON  
March 19, 2025

CALL TO ORDER: Mayor Smith called the Work Session to order at 6:45 p.m.

ROLL CALL: Mayor Kathleen Smith, Councilmembers Robert Black, Tamera Church, Vice Mayor Nilsson, Karina Pack, Teri Tafoya. Councilmember Arcenia Pacheco was excused.

CITY STAFF: Assistant City Manager Randy Sullivan and Animal Control Director Brandon Smigiel.

ANIMAL CONTROL: Animal Control Director Brandon Smigiel shared that the main reason the Code is being changed is to save the City money on attorney fees. How the Code is currently written, the City has to have an attorney to go to court because all of the charges are misdemeanors. This will make the lesser offenses just punishable by paying a fine. Another reason the Code needs to be updated is because many State Laws have changed since this Code was written and the City needs to be in compliance with State Law. Items in red have been modified, items in blue are completely new. Mr. Smigiel reviewed the changes page by page. Council asked questions of Mr. Smigiel, which he answered. Council instructed Mr. Sullivan and Mr. Smigiel to review other cities Ordinances on tethering dogs and dogs at large. Council asked that on Section 3-6-12 the name be changed from "Seller's Permit" to "Animal Seller's Permit".

CHARTER REVIEW:

- Article I, Section 1.03(b) Council does not recommend changing the Charter, just make sure it is included in Code.
- Article I, Section 1.03(e) Council does not recommend changing the Charter as this is a policy decision.
- Article I, Section 1.03(j) Council recommends making the suggested changes by including broader language. Assistant City Manager Sullivan will address this. **(Ballot Measure)**
- Article II, Section 2.03 Council recommends changing to Fall even number cycle. **(Ballot Measure)** Make sure to include the dates in Section 2.05.
- Article II, Section 2.20 Council does not recommend changing the Charter, this is better to include in the Code of Conduct itself.
- Article III, Section 3.06(e) Council does not recommend changing the Charter, this is already included in the Code and the Charter Section 4.07
- Article III, Section 3.08 Council does not recommend changing the Charter, this is covered in Article I, Section 1.02(b)
- Article IV, Section 4.03 Council recommends striking this Section. **(Ballot Measure)**
- Article IV, Section 4.07(a) Council does not recommend changing the Charter.
- Article VI, Section 6.06 Council recommends changing the amount from \$500,000.00 to \$1,000,000.00 **(Ballot Measure)**
- Article VII, Section 7.07(b) Council recommend changing the wording to include 2 separate meetings. **(Ballot Measure)**
- Article VII, Section 7.07(c) Council recommend changing the wording to include 2 separate meetings. **(Ballot Measure)**
- Article VII, Section 7.07(d) Council recommend changing the wording to include 2 separate meetings. **(Ballot Measure)**
- Article VII, Section 7.07(e) Council does not recommend changing the Charter, not all ordinances can be emergency measures.
- Article XI, Section 9.02 Council recommends changing this section to correspond with 2.03 **(Ballot Measure)**
- Article XI, Section 9.07(a) Council recommends adding "The first Council Meeting after the General Election" (or wording provided by the attorney). **(Ballot Measure)**
- Article XI, Section 9.07(b) Council recommends adding "The first Council Meeting after the General Election" (or wording provided by attorney). **(Ballot Measure)**
- Article XI, Section 9.09(a) Council recommends adding "The first Council Meeting after the Canvass" (or wording provided by attorney). **(Ballot Measure)**

- Article XI, Section 9.09(b) Council recommends adding "The first Council Meeting after the Canvass" (or wording provided by attorney). (**Ballot Measure**)
- Article XI, Section 9.09(c) Council recommends changing this Section to correspond with 2.03 (**Ballot Measure**)
- Article XI, Section 11.05 Council does not recommend changing the Charter.
- Article XII, Section 12.01 Council recommends adding that franchises are for a period of 25 years. (**Ballot Measure**)
- Article XIII Council does not recommend changing the Charter.
- Article XIV, Section 14.06 Council does not recommend changing the Charter.
- Article XVI, Section 16.02 Council does not recommend changing the Charter.
- Article XVII, Section 17.07 Council recommends striking this Section (**Ballot Measure**)

MOTION: Vice Mayor Nilsson made a motion to adjourn the Work Session

SECONDED: Councilmember Tafoya

MOTION CARRIED: Work Session was adjourned at 8:42 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 March 19, 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 9th day of April 2025.



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Kathleen Smith, Mayor