

MINUTES OF THE REGULAR MEETING
OF THE HOLBROOK CITY COUNCIL HELD ON
May 14, 2025

CALL TO ORDER: Mayor Smith called the meeting to order at 6:00 p.m.

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

CITY STAFF: Assistant City Manager Randy Sullivan, Animal Control Supervisor Brandon Smigiel and City Clerk Lisa Hunt.

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Councilmember Tafoya. The Invocation was given by Vice Mayor Nilsson.

CONSENT AGENDA:

April 23, 2025, Regular Meeting Minutes

April 23, 2025, Work Session Minutes

MOTION: Councilmember Tafoya made a motion to approve the Consent Agenda as presented.

SECONDED: Vice Mayor Nilsson.

MOTION CARRIED

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS: Sammy M. James spoke to the Council about 2 neighboring homes that are vacant and are health hazards because of mice and snakes. Council instructed staff to notify Code Enforcement. Andrew Maestas spoke to Council about the old EMS building, owned by the City encroaching on his property. He requested that the building be demolished. He said he has been trying to remedy the situation with the City for years with no resolve. He also spoke to the Council about the City property located next to the Little League Field which is being used to dump concrete, trash, and waste materials, which he says is not its intended use. He shared that it is harmful to neighboring properties and the materials could be harmful to people nearby. Lloyd Johnson shared with the Council that he is running for State Senate. One of his platforms includes advocating for Trade Schools. Colleen Marsh spoke to the Council about the Budget. She encouraged The City to budget for 2.5 employees in the Animal Shelter and to budget more for food and needed materials.

CALL TO THE PUBLIC FOR AGENDA ITEMS: Colleen Marsh, who is on the Board for the Friends of the Animal Shelter, said that she is in support of Ordinance 25-04. She likes that more definitions have been added to Code.

OLD BUSSINESS (DISCUSSION AND POSSIBLE ACTION):

a. For Discussion-Holbrook's Graffiti Task Force – Mayor Smith read the Background and Discussion portion of the City Council Action Item Request form. She also reviewed the Volunteer letter and Volunteer application with the Council. Discussion was held. Mayor Smith will advertise for Volunteers for the Holbrook Graffiti Task Force and will bring the names to Council for consensus.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

a. Ordinance 25-04 – 1st read – Amending the Code of Holbrook, Arizona, Chapter 3 Public Health and Safety, Article 3-5 – Animals and Article 3-6 – Dogs; Declaring the “City of Holbrook City Code Amendments to Chapter 3-5 – Animal Control and Chapter 3-6 – Dogs, Date 2025” a Public Record; Adopting the “City of Holbrook Code amendments to Chapter 3-5 -Animal Control and Chapter 3-6 – Dogs, Date 2025” by Reference: Providing for Severability; Providing for Penalties; and Establishing an effective date – Mayor Smith read the Background and Discussion from the City Council Action Item Request form. Mayor Smith read Ordinance 25-04 by heading. Council pointed out a clerical error on page 9, Section F the “S” in damages needs to be change to a lowercase “s”. Councilmembers said that they had talked to several people in the community about the addition Section 3-5-8 - Swine being added to the Holbrook City Animal Control Code. Councilmembers said that a large majority of

people were against adding this section. Council came to a consensus to omit Section 3-5-8 – Swine from Ordinance 25-04. A 2nd reading will be done at the next Council Meeting on May 28th.

b. Resolution 25-03: A Resolution of the Mayor and Council of the City of Holbrook “City”, Navajo County, Arizona, amending the fees for the City of Holbrook Bulk Water Station – Mayor Smith read the Background and Discussion portion of the City Council Action Item Request form. Assistant City Manager Sullivan reviewed that this was discussed in prior Work Sessions. He also shared that this would put the City of Holbrook in line with what other cities in the area charge for Bulk Water. Council discussion was held.

MOTION: Councilmember Tafoya made a motion to approve Resolution 25-03 increasing Bulk Water rates to \$22.00 per unit (1000 gallons)

SECONDED: Councilmember Pack

ROLL CALL VOTE: Councilmember Black “Aye”, Councilmember Church “Aye”, Vice Mayor Nilsson “Aye”, Councilmember Pacheco “Aye”, Councilmember Pack “Aye”, Councilmember Tafoya “Aye”, and Mayor Smith “Aye”

c. Resolution 25-04 – Amending the Fees for the City of Holbrook Transfer Station Fees – Mayor Smith read the Background and Discussion portion of the City Council Action Item Request form. Assistant City Manager Sullivan answered questions from the Council.

MOTION: Councilmember Tafoya made a motion to approve Resolution 25-04 to include a residential transfer station fee of \$2.50 per month for every In-City Residential Customer.

SECONDED: Councilmember Pack

ROLL CALL VOTE: Councilmember Black “Aye”, Councilmember Church “Aye”, Vice Mayor Nilsson “Aye”, Councilmember Pacheco “Aye”, Councilmember Pack “Aye”, Councilmember Tafoya “Aye”, and Mayor Smith “Aye”

d. New Ball Field Fence – Mayor Smith read the Background and Discussion portion of the City Council Action Request Item form. Council discussion was held. Council directed Assistant City Manager Sullivan to get quotes to see how much it would cost to make this a game field instead of just a dual-purpose field using temporary fencing.

MOTION: Councilmember Pacheco made a motion to approve Homeland Fence for \$24,550.00 for the backstop fence.

SECONDED: Councilmember Tafoya

MOTION CARRIED

SUMMARY OF CURRENT EVENTS-MAYOR:

-Mayor Smith shared that new planters have been placed outside of the Council Chamber. She said that City Clerk Lisa Hunt has volunteered to take care of planting and watering and that she is seeking donations of plants for the planters.

-Met with Zenni Homes. They will begin their initial start-up in the next few months. They hope to hire 250 employees right away and then in the next 3 years scale it to 1000 new jobs in the area.

-Mayor Smith and Assistant City Manager Sullivan met with Janet Dean from APS, who told them about a grant program that APS offers for 10,000 trees. The community is encouraged to reach out to Assistant City Manager Sullivan if they have ideas on where to plant trees.

-Mayor Smith participated in the AAED Mayor’s Roundtable in Williams.

-Councilmembers are working with Kit Batten Consulting to finalize suggestions from their committees and that should be brought to the Council by June for a review of the draft general plan.

-Charter Ballot Language should be coming at the next Council meeting or the first meeting in June.

-The Old West Fest on Route 66 will be on May 30th and 31st.

SUMMARY CURRENT EVENTS-COUNCILMEMBERS:

-Vice Mayor Nilsson shared that the community meals at the Senior Center on Thursdays have been successful. This Thursday they will serve Roasted Chicken.

-Councilmember Black- None

-Councilmember Church- None

- Councilmember Tafoya said that the Cleanup Day went very well. Many citizens utilized the free dump at the transfer site on that day. She reminded everyone that Jr. High Promotion is on May 22nd, the High School Graduation is on May 23rd, and the Run for the Wall is tomorrow.
- Councilmember Pack shared that the Old West Fest on Route 66 and Car Show will be held on May 30th and 31st. She also shared that Joy Nevin Street looks nice.
- Councilmember Pacheco- None

SUMMARY OF CURRENT EVENTS-ASSISTANT CITY MANAGER:

- Randy Sullivan met with Carbon Utilities on a potential Lease Agreement. A Special Meeting may be needed next week.
- The weather the last few weeks delayed concrete jobs. But now that the weather has gotten warmer concrete has been poured on 13th Avenue, the City Pool apron, on 12th Avenue, and on Joy Nevin by Ortega's.
- The City has started cleaning up the old recycle yard.
- 4 Police Vehicles were picked up today and are just waiting for decals. They should be in service next week
- On May 17th the Fitness Center will be closed from 8 a.m. to 1 p.m. for heavy cleaning. Thank you to the volunteers.
- Mr. Sullivan talked with Cindy Tafoya from the Holbrook Chamber after the Cleanup Day. She said that there weren't as many people participating this time compared to past Cleanup days, but there was a lot of trash taken to the transfer station. Kudos to everyone that participated.
- With the Car Show coming up, Mr. Sullivan has been encouraging businesses to clean up their property.
- There is a damaged section of parking lot at Gillespie Park. This will be fixed before the Car Show.
- On June 9th the Arizona Water Preservation will be here to find any leaks from 8th Avenue to 6th Avenue from Florida Street to I-40.
- Mr. Sullivan shared that he is a new Grandpa!

SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA: None

MOTION: Mayor Smith made a motion to Table Executive Session
SECONDED: Councilmember Tafoya
MOTION CARRIED

EXECUTIVE SESSION:

- a. The Mayor and City Council may convene into executive session pursuant to A.R.S. 38-431.03(A)(7) with designated representatives of the City to consider its position and instruct its representatives regarding negotiations for the purchase of real property. (TABLED)

SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA: None

ADJOURNMENT:

MOTION: Councilmember Tafoya made a motion to adjourn the meeting
SECONDED: Vice Mayor Nilsson
The meeting was adjourned at 7:27 p.m.

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Holbrook City Council held on May 14, 2025. I further certify that the meeting was duly called and held and that a quorum was present.



Lisa Hunt, CMC, City Clerk

PASSED, APPROVED AND ADOPTED this 28th day of May 2025.



Kathleen Smith, Mayor