

MINUTES OF THE REGULAR MEETING
OF THE HOLBROOK CITY COUNCIL HELD ON
May 28, 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, and Mayor Kathleen Smith. Vice Mayor Nilsson joined the meeting at 6:33 p.m.

CITY STAFF: Assistant City Manager Randy Sullivan, Chief of Police Nathan Christensen, Library Director Emily Whitehorn and City Clerk Lisa Hunt.

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Councilmember Black. The Invocation was given by Gloria Montoya from Day Star.

CONSENT AGENDA:

May 14, 2025, Regular Meeting Minutes

May 14, 2025, Work Session Minutes

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

SECONDED: Councilmember Pack.

MOTION CARRIED

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS: None

CALL TO THE PUBLIC FOR AGENDA ITEMS: None

PRESENTATION: City of Holbrook Library – Library Director Emily Whitehorn gave an annual update on the library. She shared information on Library visits, curriculum, grant programs, children’s and adult classes and new happenings. She also shared that they have 12 computers that are 10 years old and will need to be replaced soon.

OLD BUSSINESS (DISCUSSION AND POSSIBLE ACTION):

a. Ordinance 25-04 – 2nd reading: An Ordinance of the Council of the City of Holbrook, Arizona, Amending the Code of Holbrook, Arizona, Chapter 3 Public Health and Safety, Article 3-5 – Animal Control and Article 3-6- Dogs; Declaring the “City of Holbrook City Code Amendments to Article 3-5 – Animal Control and Article 3-6- Dogs, Date 2025” A Public Record; Adopting the “City of Holbrook City Code Amendments to Article 3-5- Animal Control and Article 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.

MOTION: Councilmember Tafoya made a motion to Adopt Ordinance 25-04 making changes to City Code, Chapter 3, Article 3-5 and Article 3-6

SECONDED: Councilmember Pacheco

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

b. Ordinance 25-05 – 2nd reading: An Ordinance of the City of Holbrook, Arizona, authorizing the lease of certain municipal real property to Jay Foster, and authorizing the Mayor, the City Manager, the City Clerk, and the City Attorney to execute said lease agreement and take all actions necessary to complete the transaction. -Mayor Smith read the Background and Discussion from the City Council Action Item Request Form. Co-Founder and CEO Jay Foster did a brief overview of what his company does. Co-Founder Steve Adkins and Jay Foster answered questions from the Council.

MOTION: Councilmember Tafoya made a motion to adopt Ordinance 25-05 to enter into an agreement with Carbon Utility to lease the old recycle yard.

SECONDED: Councilmember Pack

ROLL CALL VOTE: Councilmember Black "Aye", Councilmember Pacheco "Aye", Councilmember Pack "Aye", Councilmember Tafoya "Aye", Councilmember Wood "Aye" and Mayor Smith "Aye"

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

a. Notice of Intent; Proposed New or Increased Rates, Fees, and Charges – Mayor Smith read the Background and Discussion portion of the City Council Action Request Item Form. Mayor Smith said that at a future Work Session she would like to discuss the rates in Section 17-Labor and Equipment

MOTION: Councilmember Pack made a motion to approve the City to proceed with the Notice of Intent to adopt updated fees.

SECONDED: Councilmember Pacheco

MOTION CARRIED

b. Resolution 25-05: Authorizing the City to enter an agreement with Northland Pioneer College, The Northeast Arizona Training Center, and other Cities- Mayor Smith read the Background and Discussion from the City Council Action Request Form. Chief Christensen explained the agreement to the Council. Mayor Smith read Resolution 25-05 by heading.

MOTION: Vice Mayor Nilsson made a motion to approve the IGA with Northeastern Arizona Law Enforcement Training Academy by passing Resolution 25-05

SECONDED: Councilmember Tafoya

ROLL CALL VOTE: Councilmember Black "Aye", Vice Mayor Nilsson "Aye", Councilmember Pacheco "Aye", Councilmember Pack "Aye", Councilmember Tafoya "Aye", Councilmember Wood "Aye" and Mayor Smith "Aye"

SUMMARY OF CURRENT EVENTS-MAYOR:

-Mayor Smith shared information on the Old West Fest that will take place this Weekend. On Friday at the Fair Grounds there will be a Battle of the Bands, a Junior Rodeo, and a Burn Out Competition. On Saturday West Hopi Drive and at Gillespie Park there will be a Car Show, A Chili and Chili Been Challenge, A Gunslinger Junior Queen of the West, and a Cornhole Tournament. Along with many other activities.

-Mayor Smith also reminded everyone that school is out for the summer and cautioned them to slow down and be careful because many kids are out on bikes.

SUMMARY CURRENT EVENTS-COUNCILMEMBERS:

-Vice Mayor Nilsson said that it is great to have the Old West Fest back. He also shared that the Holbrook Alliance of Charities will meet at the Senior Center at 2:00 p.m. tomorrow. Also, the community meal will be served tomorrow at the Senior Center starting at 11:00 a.m.

-Councilmember Black- None

-Councilmember Wood reminded everyone that the pool is open.

-Councilmember Tafoya said that she will be in jail at the Old West Fest and encouraged everyone to donate money to get her released.

-Councilmember Pack did a shout out to the pool employees. She said that the kids really enjoy having a public pool and we need to keep it going.

-Councilmember Pacheco- None

SUMMARY OF CURRENT EVENTS-ASSISTANT CITY MANAGER:

-Randy Sullivan shared that the City has been busy cutting weeds, patching roads and getting barricades ready for the Old West Fest.

-The City has also been busy getting the pool and splash pad ready for the season. The splash pad has 3 breaks so 3 of the features are not working. At the end of the season, they will fix the underground leaks and resurface the splash pad.

-The Parks Department has been busy at Lisitzky Park because it has been "tagged" several times. Also, a zone went down, and they had to fix the meter.

-Mr. Sullivan has a meeting with Robbie Koerperich tomorrow on a potential partnership. Snowflake Solor has also shown an interest in partnering with the City of Holbrook

-Mr. Sullivan met with the Men's Association. They are collecting fees, the City receipts in the moneys and the Men's Association uses the money to do projects for the City of Holbrook. The Men's Association will give a presentation at the June 11th City Council Meeting.

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

MOTION: Councilmember Tafoya made a motion to convene into Executive Session

SECONDED: Councilmember Pack

MOTION CARRIED at 6:45 (5-minute break before Executive Session begins)

EXECUTIVE SESSION:

- a. The Mayor and City Council may convene into executive session pursuant to A.R.S. 38-341.03(A)(3) and (4) with City legal counsel for discussion, consultation, and/or instruction on Anil Patel litigation
- b. 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.

Council re-convened to Regular Meeting at 7:27 p.m.

POST EXECUTIVE SESSION:

- a. The Mayor and City Council may discuss and possibly take action to approve a settlement agreement in the Anil Patel litigation.

MOTION: Councilmember Tafoya made a motion to approve the settlement agreement in the Anil Patel litigation.

SECONDED: Councilmember Pacheco

MOTION CARRIED

- b. The Mayor and City Council may discuss and possibly take action to approve purchase of real property.

MOTION: Councilmember Pacheco made a motion to table this item

SECONDED: Councilmember Black

MOTION CARRIED

NOTE: The Council may go into Executive Session for the purpose of obtaining legal advice from the City's Attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3).

ADJOURNMENT:

MOTION: Councilmember Tafoya made a motion to adjourn the meeting

SECONDED: Councilmember Pack

The meeting was adjourned at 7:29 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 28, 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 11th day of June 2025.



Kathleen Smith, Mayor