

**MAYOR AND COUNCIL  
SPECIAL MEETING - APRIL 17, 2025 AT 12:00 PM**



**MINUTES**

The City of Douglas Mayor and Council met in a Special Meeting on Wednesday, April 17, 2025, at 12:00 p.m., at City Hall Council Chamber, 425 10th Street. The Honorable Mayor Jose Grijalva called the meeting to order.

1. **CALL TO ORDER.** 12:00 p.m.
2. **ROLL CALL.**

|                                    | PRESENT     | ABSENT      |
|------------------------------------|-------------|-------------|
| MAYOR, JOSE GRIJALVA               | X           |             |
| MAYOR PRO TEMPORE, DANYA ACOSTA    | X           |             |
| COUNCILMEMBER, MELISSA RODRIGUEZ   | X           |             |
| COUNCILMEMBER, JOSE MONTANO        | X           |             |
| COUNCILMEMBER, RAY SHELTON         |             | X (excused) |
| COUNCILMEMBER, MICHAEL BALDENEGRO  | X           |             |
| COUNCILMEMBER, RICHARD C. ACOSTA   | X Virtually |             |
| CITY MANAGER, ANA URQUIJO          | X           |             |
| CITY ATTORNEY, DENIS FITZGIBBONS   | X           |             |
| CITY TREASURER, ALEJANDRO MARTINEZ | X           |             |
| CITY CLERK, ALMA ANDRADE           | X           |             |

**PER ADDENDUM AGENDA SENT ON 4/15/2025:**

1. **READING OF PROCLAMATIONS.**
  - A. MENTAL HEALTH AWARENESS MONTH.
  - B. DAY OF PRAYER MAY 1.
  - C. PROFESSIONAL MUNICIPAL CLERKS WEEK, MAY 4-10.
  - D. NATIONAL FOOD DRIVE DAY, MAY 10.
  - E. PUBLIC WORKS WEEK, MAY 18-24.

Mayor Grijalva read the proclamations.

**3. PERSONS WISHING TO ADDRESS THE COUNCIL IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA.**

Ms. Andrade stated no public participation forms were submitted.

**4. DISCUSSION/DECISION on APPROVALS.**

A. **SECOND READING OF ORDINANCE NO. 25-1207**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AMENDING the CITY TAX CODE to DECREASE the TAX RATE on Amusements from Three and Eight-Tenths Percent (3.8%) to ZERO PERCENT (0%) and including a THREE-YEAR SUNSET PROVISION;** establishing severability of components of ordinance; and establishing an effective date thereof.

Alejandro Martinez presented background information which would amend the city tax code to decrease the tax rate on amusements from 3.8% to 0% with a three-year sunset provision. Mr. Martinez explained that this ordinance was in response to the mayor and council's instruction on January 8, 2025, to reduce the amusement tax. He noted that the first reading was approved on April 9, 2025, and that the ordinance would take effect on July 1, 2025. Mr. Martinez recommended approval of the second reading as presented.

**Motion by Council Member Rodriguez, second by Council Member Montaño to approve the second reading of Ordinance No. 25-1207.**

**Motion PASSED by a vote of 6-0. Roll call: Voted in Favor: Mayor Jose Grijalva, Council Members: Melissa Rodriguez, Jose Montaño, Danya Acosta, Michael Baldenegro and Richard Acosta. Voted Against: None.**

**B. MEET and CONFER PROCESS - PFFD.**

Ana Urquijo presented the finalization of the meet and confer process with the Professional Firefighters of Douglas (PFFD), the union representing the local Douglas Fire Department. Ms. Urquijo explained that this was the first time PFFD had accessed this process, which is allowed under Douglas Municipal Code 2.68. The process focused on two main items: keeping salaries at market rates and proposing a different work schedule.

Ms. Urquijo recommended considering salary increases during the budget process to ensure financial sustainability. Regarding the schedule change, the proposed is moving from the current 3/4 schedule to a 48/96 schedule, where firefighters would work 48-hour shifts followed by 96 hours off. Ms. Urquijo noted that this schedule has been successful in smaller departments and fire districts.

Fire Department representative Andres Escojido provided additional details on the proposed schedule change. He explained that they decided to implement the new schedule on a year-long basis to account for seasonal variations in call rates and staffing levels. Mr. Escojido reported that a poll among firefighters showed 85-87% were in favor of or willing to try the new schedule, with only three people opposing it.

Ms. Urquijo and Mr. Escojido addressed concerns about fatigue management, staffing levels, and callback procedures. They emphasized that the new schedule would be implemented as a pilot program with fail-safe measures in place to ensure adequate staffing and city safety.

Council members asked questions about staff rotations and coverage issues. Mr. Escojido clarified that there are three shift rotations (A, B, and C) and that they would work to avoid back-to-back long shifts when covering for staff calling in.

Mayor Grijalva expressed appreciation for the fire department's work and support for maintaining market value salaries.

**Motion by Council Member Baldenegro, second by Council Member Montaño to accept the City Manager recommendations.**

**Motion PASSED by a vote of 6-0. Roll call: Voted in Favor: Mayor Jose Grijalva, Council Members: Melissa Rodriguez, Jose Montaño, Danya Acosta, Michael Baldenegro and Richard Acosta. Voted Against: None.**

**5. ADJOURNMENT.**

**Motion by Council Member Rodriguez, second by Council Member Acosta to adjourn the meeting at 12:28 p.m.**

Prepared by:  Cynthia Acuña Robles, Deputy City Clerk