

**Minutes**

The City of Douglas Mayor and Council met in a Regular Meeting on Wednesday, December 10, 2025, at 6:00 p.m., at City Hall Council Chamber, 425 10<sup>th</sup> Street. The Honorable Mayor Jose Grijalva called the meeting to order.

1. **CALL TO ORDER. 6:05 p.m.**
2. **PLEDGE OF ALLEGIANCE. By Council.**
3. **INVOCATION. Chaplain Femmy Bab-Oke - Chaplain at the Arizona Department of Corrections.**
4. **ROLL CALL.**

	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
MAYOR, JOSE GRIJALVA	X	
COUNCILMEMBER, MELISSA RODRIGUEZ	X	
COUNCILMEMBER, JOSE MONTANO	X	
COUNCILMEMBER, DANYA ACOSTA	X	
COUNCILMEMBER, RAY SHELTON	X	
COUNCILMEMBER, MARIA DILLMAN	X	
COUNCILMEMBER, RICHARD C. ACOSTA	X	
CITY MANAGER, ANA URQUIJO	X	
CITY ATTORNEY, DENIS FITZGIBBONS	X	
CITY TREASURER, ALEJANDRO MARTINEZ	X	
CITY CLERK, ALMA ANDRADE	X	

**5. EVENTS UPDATE.**

A representative from the Douglas Public Library shared an overview of the library's December programming. She noted that monthly calendars are available at the front desk and encouraged the public to follow the library on Facebook and Instagram for updates. December activities include: relaxing, all-ages activities on Mondays from 2–5 PM such as coloring, crafts, puzzles, and word searches; STEAM Club on Tuesdays at 3:30 PM with rotating activities like crafts, painting, recipes, money-saving games, and STEM kits; kids' movie afternoons on Wednesdays at 3 PM featuring Christmas movies, along with free popcorn and juice; and story time for young children on Thursdays at 11 AM, which includes reading, singing, dancing, and playtime. Special events include an adult Christmas painting night on Friday the 12th at 5 PM (registration required, all materials provided) and a family Christmas movie night on Tuesday the 16th at 5 PM featuring *The Polar Express*, with hot chocolate and cookies. She invited the community to join the library to celebrate the holiday season.

A representative from the Douglas Aquatics and Recreation Departments then outlined their December events. She announced that beginning December 1, lap swim hours would move to earlier evening times and encouraged residents to review the updated schedule on the flyer. Throughout the month, the department will host an ice-skating kickoff at City Hall, with participation requiring donations of canned food, clothing, new toys, or cash to benefit the community. Those interested in being vendors were asked to scan the QR code on the flyer or reach out directly. Additional events include the annual Stuff the Truck donation drive at Walmart on December 10; Mayor Jose Grijalva's first State of the City Address on December 11 at Raul Castro Park starting at 5:30 PM; and the annual Christmas drive-in movie on December 12 at the old Kmart parking lot, with gates opening at 5:30 PM and the movie beginning at dusk. The month will conclude with Photos with Santa on December 14 at Raul Castro Park from 10 AM to 1 PM, featuring free hot dogs, games, music, and holiday activities for the whole family.

**6. MAYOR AND COUNCIL MEMBER UPDATES AND/OR REPORTS.**

Council Member Rodriguez thanked city staff for an outstanding tree lighting ceremony and parade, noting many residents said the event felt especially meaningful this year. Instead of a traditional town hall, she announced "Warm Hands and Cool Ideas," an outreach event focused on both youth and adults. It will be held December 20



at the City Hall skating rink from 4–8 PM, with Ms. Rodriguez present from 4–5 PM. The first 24 children will receive beanies and gloves, and she encouraged families to attend and share ideas for the city.

Council Member Montaño echoed praise for the tree lighting and thanked staff for their work. He highlighted a group of community members collecting toys for children through Christmas trees placed around town, praising their generosity and efforts. He also attended the unveiling of the Presbyterian Church mural and encouraged residents to visit. Council Member Montaño shared that he prefers one-on-one conversations with constituents, which he finds more meaningful than formal town halls.

Council Member D. Acosta reported that a grant-funded expansion project discussed with staff was progressing well and nearing completion. She thanked council for the funding and announced she has begun classes with the Arizona Association for Economic Development, aiming to earn her certification next year.

Council Member Shelton said the Christmas parade had the largest turnout he had ever seen, estimating attendance in the thousands, and thanked staff and attendees. He noted progress on curb and sidewalk improvements in his ward and shared a personal story about fulfilling a long-standing request from a former teacher. He also reported positive meetings in Phoenix regarding the port of entry, stating funding is secured and adjusted for inflation, and that the project is moving forward.

Council Member Dillman highlighted numerous community events she attended, including Cochise College's pottery festival and family night, the Native American Festival, the Veterans Recognition Dinner, the Thanksgiving 5K, and the American Legion's community meal. She praised the strong community turnout and volunteer efforts at each event. She also attended the First Presbyterian Church open house for their new multipurpose space and expressed gratitude for the widespread support following the fire. Council Member Dillman emphasized that Douglas offers many community activities and said she would continue highlighting them.

Council Member R. Acosta praised the Christmas parade and thanked city staff for their continued work. He shared updates from a recent town hall, where residents discussed bringing a hospital to Douglas and asked about the nativity scene at City Hall. He emphasized the value of town halls and ongoing conversations with residents. He also suggested exploring the possibility of stocking local ponds for fishing in partnership with Arizona Game and Fish as a future recreational opportunity.

Mayor Grijalva thanked Council Member Shelton for representing him at border-related meetings and praised his impact. He acknowledged staff for addressing infrastructure and safety concerns raised by residents. He thanked community partners, including Freeport, APS, Nadbank, and local schools, and shared updates on economic development efforts and international partnerships. He reiterated appreciation for the Christmas parade and tree lighting, noting the positive atmosphere and strong turnout, and shared plans to expand future holiday events.

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

Public Works Director and City Engineer Karl Rockwell introduced Alberto Reyes, a registered civil engineer with over seven years of experience at Cochise County and expertise in transportation, flood control, road design, and surveying. Mr. Rockwell noted this fulfilled a commitment he made last year to mentor a young engineer. Mr. Reyes said he was excited to serve Douglas and work closely with the county. City leadership welcomed him.

Ms. Ida Ann Pedrego of 1815 5<sup>th</sup> Street spoke in opposition to the proposed G Avenue streetscape project. She questioned the cost of studies dating back to 2012, said current merchants were not adequately consulted, and raised concerns about reduced street width and parking. She urged the city to preserve Douglas' wide streets and focus instead on building and façade improvements.

Laura Franco of 2502 6<sup>th</sup> Street presented the impact report for the first annual Douglas Thanksgiving 5K Run/Walk. The event drew about 200 participants, raised over 547 hygiene items for House of Hope, and generated an estimated \$10,620 in combined support. She thanked volunteers and partners and said the event would become an annual tradition.

Alex Boneo of 1103 3<sup>rd</sup> Street (Arizona Border Alliance) shared an overview of Arizona Border Alliance's work, noting service to more than 5,400 people through 142 programs, 50 partnerships, and over 1,050 volunteer hours.



She highlighted initiatives in food equity, health and wellness, and community programs, and thanked the city for its support.

Sally Holcomb & Melissa Dye presented a ceremonial grant check supporting a reuse project that includes a community kitchen. Freeport reaffirmed its commitment to Douglas, and the mayor expressed appreciation for the partnership.

Diana Pacheco and her mother, Alma of 333 F Avenue, shared plans for a Douglas Market and ongoing fundraising efforts, with hopes to open in early spring. Council recognized their work and Alma's involvement with House of Hope.

Danya Acosta Gonzalez of 2501 10<sup>th</sup> Street addressed the impact of rumors and media coverage on her family, expressed disappointment in the mayor's response following her hospitalization, and announced her immediate resignation. She stated she would continue serving the community without holding a formal title.

**Not an action item, no action taken.**

**8. DISCUSSION/DECISION on APPROVAL of CONSENT AGENDA ITEMS:**

- A. **EXPENDITURES** for the **MONTH** of **NOVEMBER 2025** totaling **\$2,613,329.83**.
- B. **MEETING MINUTES** for **NOVEMBER 12** and **NOVEMBER 17, 2025**.
- C. **RESOLUTION NO. 25-1700**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **ORDERING QUESTIONS** be submitted with respect to the **PROPOSED AMENDMENTS to THE CITY OF DOUGLAS CHARTER**, which shall be voted upon by the qualified electors of the City of Douglas at the **SPECIAL CITY ELECTION** to be held on **MAY 19, 2026**, and providing direction and authorization related to such election.
- D. **RESOLUTION NO. 25-1708**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING** the execution of a **CONTRACT AMENDMENT** to **CAROLLO ENGINEERS, INC.** for **BIDDING** and **CONSTRUCTION MANAGEMENT SUPPORT** for the **WELL NO. 18 EQUIPPING PROJECT**.
- E. **RESOLUTION NO. 25-1709**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING** the **EXECUTION** of an **INTERGOVERNMENTAL AGREEMENT** between the City of Douglas and the **STATE** of **ARIZONA** acting by and through its **DEPARTMENT** of **TRANSPORTATION** as the Designated Agent for the City of Douglas **RAISE GRANT PROJECT**.
- F. **RESOLUTION NO. 25-1710**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona **AUTHORIZING** the City of Douglas to enter into a **MEMORANDUM** of **UNDERSTANDING (MOU)** with the **BOYS** and **GIRLS CLUB** of **SIERRA VISTA (BGCSV)** and establishing the terms and conditions for the operations of the BGCSV-Douglas branch.

**Motion by Council Member Acosta, second by Council Member Dillman to approve the consent agenda items as presented.**

**Roll call: Voted in Favor: Mayor Jose Grijalva, Council Members: Melissa Rodriguez, Jose Montaña, Ray Shelton, Maria Dillman, and Richard Acosta. Voted Against: None.**

**9. DISCUSSION/DECISION on APPROVALS.**

- A. **SECOND READING OF ORDINANCE NO. 25-1217**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AMENDING CHAPTER 8.28** of the **DOUGLAS MUNICIPAL CODE** relating to **NOISE**, establishing severability of components of ordinance; and establishing an effective date thereof.

**No action taken. Item postponed to January.**

- B. **SECOND READING OF ORDINANCE NO. 25-1218**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING** the **ABANDONMENT WITHOUT COMPENSATION** of a

portion of the city right-of-way located on **EAST 16TH STREET**, as legally described in exhibit A, to **BW GAS & CONVENIENCE REAL ESTATE, LLC**, pursuant to abandonment agreement entered into by the parties; establishing severability of components of ordinance; and establishing an effective date thereof.

Ms. Xenia Gonzalez presented the ordinance regarding abandonment of right-of-way on East 16th Street to BW Gas and Convenience Real Estate LLC. She reminded council this was presented for first reading at the October 8, 2025, meeting and was unanimously approved. After minor language modifications to the abandonment agreement, they brought it back for second reading. The owner's representative was present for questions. This was for development of a gasoline station and convenience store, which was desirable to encourage new commercial development per the 2024 general plan update. The abandonment agreement had been prepared by legal counsel and reviewed by the owners' legal counsel.

**Motion by Council Member Rodriguez, second by Council Member Shelton to approve the second reading of Ordinance No. 25-1218.**

The mayor welcomed the business to Douglas with applause, saying "Anything we could do for you, we're here to help."

**Roll call: Voted in Favor: Mayor Jose Grijalva, Council Members: Melissa Rodriguez, Jose Montañó, Ray Shelton, Maria Dillman, and Richard Acosta. Voted Against: None.**

C. **SECOND READING OF ORDINANCE 25-1225**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING the PURCHASE of REAL PROPERTY** adjacent to the **CITY PUBLIC WORKS BARN** with **ASSESSOR PARCEL NUMBER 408-21-002M**; Approving the **PURCHASE and SALE AGREEMENT** and **ESCROW INSTRUCTIONS** with **BRENT GRAHAM** and **QUANTUM STAR LLC.**, authorizing the Mayor and the City manager to execute all necessary documents; establishing severability of components of ordinance; and establishing an effective date thereof.

Mr. Luis Pedroza presented the ordinance for purchasing 69.19 acres adjacent to the public works barn. He explained they would utilize this parcel, heavily located in the flood zone, for barn expansion and potentially flood mitigation and water recharge. Despite being in the flood zone, they saw it as an asset as they were quickly outgrowing their facilities. The cost was \$68,500 funded through different enterprise funds.

**Motion by Council Member Dillman, second by Council Member Rodriguez to approve the second reading of Ordinance No. 25-1225.**

**Roll call: Voted in Favor: Mayor Jose Grijalva, Council Members: Melissa Rodriguez, Jose Montañó, Ray Shelton, Maria Dillman, and Richard Acosta. Voted Against: None.**

D. **FIRST READING OF ORDINANCE NO. 25-1227**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AMENDING CHAPTER 2.02** of the **DOUGLAS MUNICIPAL CODE** specifically as to **section 2.02.020 RULES of CONDUCT for COUNCIL MEETINGS**, establishing severability of components of Ordinance; and declaring an emergency.

Mr. Fitzgibbons provided background information.

**Motion by Council Member Acosta, second by Council Member Dillman to approve the placement of Ordinance No. 25-1227 by number and title only and declaring an emergency.**

Mayor Pro Tempore Shelton asked "if a councilman or mayor misses three meetings and there's going to be a vote on it, the person that had missed, would they be voting?"

Mr. Fitzgibbons responded that they would definitely be voting because as soon as one of the mayor or council members say they're going to challenge it, it's not unexcused until council votes on it.

Mayor Grijalva added that this ordinance included accountability for the mayor too - if he was not there, the mayor pro temp would decide on excuses, so he did not get a free pass. It provided transparency as challenges would



come to a meeting open to the public. The emergency clause was to expedite the process rather than waiting for two meetings plus 30 days.

**Roll call: Voted in Favor: Mayor Jose Grijalva, Council Members: Melissa Rodriguez, Jose Montaño, Ray Shelton, Maria Dillman, and Richard Acosta. Voted Against: None.**

**Motion by Council Member Rodriguez, second by Council Member Shelton to approve the first reading of Ordinance No. 25-1227 by number and title only and declaring an emergency.**

**Roll call: Voted in Favor: Mayor Jose Grijalva, Council Members: Melissa Rodriguez, Jose Montaño, Ray Shelton, Maria Dillman, and Richard Acosta. Voted Against: None.**

**Motion by Council Member Shelton, second by Council Member Acosta to approve the second reading of Ordinance No. 25-1227 by number and title only and declaring an emergency.**

**Roll call: Voted in Favor: Mayor Jose Grijalva, Council Members: Melissa Rodriguez, Jose Montaño, Ray Shelton, Maria Dillman, and Richard Acosta. Voted Against: None.**

## **10. PRESENTATION/DISCUSSION.**

### **A. DOUGLAS WASTEWATER TREATMENT PLANT (WWTP) PRELIMINARY ENGINEERING REPORT (PER) AND RECOMMENDED REUSE ALTERNATIVE PRESENTATION.**

Mr. Luis Pedroza introduced representatives from PACE, who completed a preliminary engineering report evaluating potential reuse of effluent from the wastewater treatment plant. The study was funded by a grant awarded to the mayor and council and was intended to identify viable reuse options aligned with the new Douglas Active Management Area (AMA) conservation requirements and goals developed with the Sonoran Institute. He introduced Nick Eddington and Mike Krebs of PACE.

Presenting via video conference, Mike Krebs, PACE principal, and Nick Eddington, design engineer, explained that Douglas' inclusion in an AMA placed the city under mandatory groundwater conservation requirements. They identified beneficial reuse of treated wastewater effluent as a practical way to help meet those goals. Their scope included evaluating AMA requirements, developing reuse alternatives, providing recommendations, and analyzing costs.

Mr. Eddington outlined key constraints, including compliance with AMA goals, water demand, effluent quality, and the long-standing relationship with Agua Prieta. Currently, all effluent flows to Agua Prieta for agricultural irrigation, and the presenters emphasized that completely cutting off that supply would be disadvantageous to both communities.

The wastewater treatment plant, upgraded in 2020, has no operational deficiencies and produces Class B effluent. Effluent is regulated as Class A, B, or C, with allowable reuse determined by quality standards.

PACE presented four alternatives:

- **Alternative 1 – Percolation Basins:** Use of storage ponds for aquifer recharge through percolation. While no treatment upgrades would be required and all effluent could be reused, preliminary geotechnical analysis suggested the site north of the plant may not be suitable.
- **Alternative 2 – Non-Potable Irrigation System:** Upgrading effluent to Class A+ through tertiary filtration and distributing it to irrigate parks and the golf course. Benefits included reduced groundwater pumping, creation of a new water resource, reuse of approximately 240 acre-feet per year, and continued effluent delivery to Agua Prieta. The primary drawback was the extensive distribution piping and roadway impacts required.
- **Alternatives 3 & 4 – Membrane Bioreactor Facility:** Construction of a new membrane treatment plant producing the highest quality effluent, paired with either percolation basins or the irrigation system.

Disadvantages included high capital and operating costs, energy demands, and the fact that the existing plant was recently upgraded.

A life-cycle cost analysis, including capital, operations, and asset replacement, showed Alternative 2 as the lowest-cost option, with an estimated present worth of \$12.6 million.

PACE recommended pursuing Alternative 2, citing its cost effectiveness, potential for future users, and preservation of effluent flows to Agua Prieta. Next steps would include 30% conceptual design, refined cost estimates, and permitting. The system could also support industrial or manufacturing water needs without relying on groundwater.

Council Member Montaña confirmed the cost estimate included all required infrastructure, including filtration, storage, pumps, and distribution piping. In response to questions about data center use, PACE explained that Class A+ allows unrestricted reuse and could potentially support cooling needs, depending on specific requirements.

Ms. Urquijo thanked PACE and described the project as a significant step toward long-term water conservation and sustainability. She said the study provided a clear direction for future planning, reducing reliance on potable water for irrigation, expanding parks, and meeting AMA requirements. While challenging, she noted the project brings the city closer than ever to achieving those goals and expressed enthusiasm for integrating non-potable "purple pipe" infrastructure into Douglas' future water system.

## **11. CITY MANAGER REPORTS.**

Ms. Ana Urquijo apologized for continued technical difficulties with the council chamber microphone systems. Staff had been reconfiguring them as people tuning in from outside had difficulty hearing. Despite earlier testing, speakers still needed work, which she would ensure got further testing.

- CDBG project on 15th Street underway with sidewalk project to be completed by end of January, weather permitting, with curbing starting east of Washington continuing to Airport Road
- Boys and Girls Club would get their key next week to begin setting up temporary space at the call center for January start with 40-student capacity; they would assess demand and meet often to determine any needed space modifications
- Permanent club site pending architectural design and funding, with preliminary concepts and funding plans in progress
- Friendship House at Castro Park received fresh paint for the mayor's State of the City address the next evening at 5:30 PM with hot chocolate and food
- Asphalt plant timeline approximately spring 2026 due to infrastructure challenges; the immense equipment size required more footings with 10 additional areas scheduled for completion in late February, including silo plus 9 equipment areas; staff training in early March; working with APS and Southwest Gas on permitting/service upgrades, possibly needing alternate power rental
- Economic Development office launching "12 Days of Local Christmas Holiday Shopping" campaign Friday - shop at any Douglas business, photograph receipt, email to [economicdevelopment@douglasaz.gov](mailto:economicdevelopment@douglasaz.gov) for chances to win \$500 grand prize for highest spender and three \$100 gift cards selected randomly
- Holiday hours: closing Friday December 19 afternoon for employee recognition, Christmas Eve, and full days December 26 and January 2; police, fire, transit, and sanitation remaining fully operational with substitute holiday time
- City employees donated over 220 items to 2025 Delivering Smiles campaign for senior citizens, including beanies, blankets, socks, and gloves; event December 12 at Douglas Arc at 11:30 AM
- Freeport donated \$15,000 for transit services, particularly routes and staff leadership training


## **12. FUTURE AGENDA ITEM REQUESTS FROM MAYOR AND COUNCIL.**

No requests were made.

**13. ADJOURNMENT.**

**Motion by Council Member Rodriguez, second by Council Member Dillman to adjourn the meeting at 7:53 p.m. Motion passed unanimously.**

Prepared by:



Alma Andrade, City Clerk