

Minutes

1. **CALL TO ORDER.** 6:00 p.m.
2. **PLEDGE OF ALLEGIANCE.** By Council.
3. **INVOCATION.** Pastor Luis Aguilar, Iglesia Bautista Amistad.
4. **ROLL CALL.**

	<u>PRESENT</u>	<u>ABSENT</u>
MAYOR, JOSE GRIJALVA		X excused
MAYOR PRO TEMPORE, DANYA ACOSTA	X	
COUNCILMEMBER, MELISSA RODRIGUEZ		X excused
COUNCILMEMBER, JOSE MONTANO	X	
COUNCILMEMBER, RAY SHELTON	X	
COUNCILMEMBER, MICHAEL BALDENEGRO	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 Recreation Dept. Staff Member provided updates on upcoming events:

- Energize Douglas on May 15, 2025, from 6 to 9 pm. Vendors were encouraged to participate.
- The 10th annual Douglas Days on May 16-17, 2025, honoring veterans.
- Summer camp registration was open.
- The Rec on the Go mobile program was ongoing with prizes being given out.
- Luis Coronel Live concert on June 14, 2025, with Michael Pelayo at Ballad Entertainment.
- A silent DJ party for middle schoolers on May 30, 2025.
- National Learn to Swim Day on May 17, 2025, at the Aquatic Center from 9 am to 12:45 pm.

A library staff member provided updates on library events for May:

- Relaxing activities on Mondays from 2 to 5 pm.
- Movies for kids on Tuesdays at 3:30 pm with free popcorn and juice.
- Various activities on Wednesdays at 3 pm.
- Story time on Thursdays at 11 am.
- Paint night for adults on Friday (registration required).
- Summer reading program registration starting May 23, 2025, with the theme "Color Your World."

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

Mayor Pro Tempore Acosta provided updates on upcoming events:

- A metal festival called "Tattoos and Taco Metal Festival" on June 7, 2025, from 12:00 pm to 10:00 pm.
- Energize Douglas event honoring graduating seniors on May 15, 2025, from 6:00 to 9:00 pm in front of the Gadsden Hotel on the 1000 block of G Avenue.

7. READING OF PROCLAMATION.

A. FRONTLINE WORKERS APPRECIATION.

Mayor Pro Tempore Acosta read a proclamation declaring May 2025 as Frontline Worker Appreciation Month, recognizing the contributions of healthcare workers, firefighters, law enforcement officers, emergency medical services personnel, and educators.

B. EMERGENCY MEDICAL SERVICES WEEK.

Mayor Pro Tempore Acosta read a proclamation declaring the week of May 18-24, 2025, as Emergency Medical Services Week, recognizing the vital role of emergency medical services providers in the community.

8. 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.

9. DISCUSSION/DECISION on APPROVAL of CONSENT AGENDA ITEMS:

- A. **EXPENDITURES** for the month of **APRIL 2025** totaling **\$2,854,705.99**.
- B. **MEETING MINUTES** for **APRIL 9 & 17, 2025**.
- C. **BID AWARD** for **DRILLING** of a **NEW PRODUCTION WATER WELL #18**.
- D. **EMPLOYEE HEALTH INSURANCE CONTRACTS**.
- E. **RESOLUTION NO. 25-1664**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING** the execution of **REAL ESTATE ACQUISITION SERVICES CONTRACT** to **TIERRA RIGHT of WAY SERVICES, LTD** for **RIGHT of WAY ACQUISITION SOUTH of PUZZI RANCH ROAD** and **PART of KINGS HIGHWAY** for the West Douglas Utility Expansion Project located in Cochise County, Arizona.
- F. **RESOLUTION NO. 25-1665**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING** an **AGREEMENT** with the **CITY of SCOTTSDALE** for the **TRANSFER of SURPLUS EQUIPMENT** (2016 BMW Police Motorcycle).
- G. **RESOLUTION NO. 25-1666**, 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 **COCHISE COUNTY** regarding efforts to acquire Right of Way for Kings Highway to James Ranch Road for projects related to the Commercial Land Port of Entry West of Douglas, Arizona.

Motion by Council Member Montaña, second by Council Member Shelton to approve the consent agenda items as presented.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaña, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

10. PRESENTATION/DISCUSSION/DECISION on APPROVALS.

A. CITY FLAG DESIGN FINALIZATION.

Ms. Nikki De La Torre presented several concept designs for the new city flag. After discussion and input from council members and the public, the council voted on the final design.

Motion by Council Member Shelton, second by Council Member Baldenegro to approve the 1B flag design.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaña, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

B. PARKS MAINTENANCE OPERATIONS.

This item was postponed for a future meeting.

C. NAVIRETAIL RETAIL RECRUITMENT TOOLS.

Casey Kidd from Navi Retail presented on the retail recruitment tools and market analysis for Douglas. Key points included:

- The analysis used cell phone data to determine consumer patterns and trade areas.
- The primary retail trade area includes about 70,000 people with a buying power of nearly \$1.1 billion.
- There is a \$300 million opportunity gap in various retail sectors.
- The data includes consumers from Mexico, which was previously difficult to capture.
- The presentation highlighted demographic information and psychographic data about Douglas consumers.

Council members expressed enthusiasm about the new data and its potential to attract businesses. City Manager Urquijo mentioned that city representatives would be attending a trade show to showcase this data to potential retailers.

D. RESOLUTION NO. 25-1667, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, SUPPORTING ECONOMIC REVITALIZATION and HERITAGE PRESERVATION in RURAL ARIZONA COMMUNITIES through TARGETED INVESTMENT, LOCAL EMPOWERMENT, and SUSTAINABLE DEVELOPMENT STRATEGIES.

Mayor Pro Tempore Acosta presented background information supporting economic revitalization and heritage preservation in rural Arizona communities. She explained that this resolution was designed to address long-standing economic challenges faced by Douglas and other rural Arizona communities.

Motion by Council Member Baldenegro, second by Council Member R. Acosta to approve Resolution No. 25-1667.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaña, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

E. SECOND OF ORDINANCE NO. 25-1208, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, REZONING a 0.17 ACRE PARCEL of LAND by North Cochise Avenue and 8th Street, from GENERAL COMMERCIAL to MULTI-FAMILY RESIDENTIAL (MFR); and AMENDING the OFFICIAL ZONING DISTRICT MAP; establishing severability of components of ordinance; and establishing an effective date thereof.

Ms. Cassandra Gomez presented the second reading of Ordinance No. 25-1208, rezoning a 0.17-acre parcel from General Commercial to Multi-Family Residential.

Motion by Council Member Shelton, second by Council Member R. Acosta to approve the second reading of Ordinance No. 24-1208.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

- F. **SECOND READING OF ORDINANCE NO. 25-1209**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **REZONING a 1.25 ACRE PARCEL of LAND** North of Highway 80 adjacent to La Perilla Estates from **SINGLE FAMILY RESIDENTIAL 8000 (SFR8) to GENERAL COMMERCIAL (GC)**; and **AMENDING the OFFICIAL ZONING DISTRICT MAP**; establishing severability of components of ordinance; and establishing an effective date thereof.

Ms. Cassandra Gomez presented the second reading of Ordinance No. 25-1209, rezoning a 1.25-acre parcel from Single Family Residential 8000 to General Commercial.

Motion by Council Member Baldenegro, second by Council Member Montaño to approve the second reading of Ordinance No. 25-1209.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

- G. **SECOND READING OF ORDINANCE NO. 25-1210**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **REZONING A 1.44 ACRE PARCEL of LAND** within Geronimo Trail Estates by Hohokam Drive from **SINGLE FAMILY RESIDENTIAL 12000 (SFR12) to MULTI-FAMILY RESIDENTIAL (MFR)**; and **AMENDING the OFFICIAL ZONING DISTRICT MAP**; establishing severability of components of ordinance; and establishing an effective date thereof.

Ms. Cassandra Gomez presented the second reading of Ordinance No. 25-1210, rezoning a 1.44-acre parcel from Single Family Residential 12000 to Multi-Family Residential. She clarified that the developer would be allowed to split the parcel into 10 homes.

Motion by Council Member Shelton, second by Council Member Baldenegro to approve the second reading of Ordinance No. 25-1210.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

- H. **FIRST READING OF ORDINANCE NO. 25-1211**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **LEVYING UPON the ASSESSED VALUATION of the PROPERTY** within the CITY of DOUGLAS, subject to taxation, a certain rate upon each ONE HUNDRED DOLLARS (\$100.00) of VALUATION Sufficient to RAISE the AMOUNT estimated to be required in the annual budget, and providing funds for general municipal expenses: all for the fiscal year ending the 30th day of June 2026, establishing severability of components of Ordinance; and establishing an effective date thereof.

Mr. Martinez presented the first reading of Ordinance No. 25-1211, regarding the property tax levy for the fiscal year ending June 30, 2026. Key points included:

- The city's primary assessed value is \$67,229,957.
- New construction added \$1,900,000 to the tax roll.
- The proposed tax rate decreases from 1.1138 to 1.0783.
- The total levy increases from \$703,542 to \$724,941 due to new construction and higher assessed value.

Motion by Council Member R. Acosta, second by Council Member Shelton to approve the placement of Ordinance No. 25-1211.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

Motion by Council Member R. Acosta, second by Council Member Baldenegro to approve the first reading of Ordinance No. 25-1211.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

- I. **FIRST READING OF ORDINANCE NO. 25-1212**, an Ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING** the **EXECUTION** of a **LEASE AGREEMENT** with **HENSEL PHELPS CONSTRUCTION CO.** for 21,500 square feet of vacant land at city owned parcel 408-34-008b for purposes of conducting construction contractor operations for the construction of the new Douglas commercial port of entry authorizing the City Manager to execute all necessary documents; establishing severability of components of Ordinance; and establishing an effective date thereof.

Mr. Pedroza presented the first reading of Ordinance No. 25-1212, authorizing a lease agreement with Hensel Phelps Construction Co. for 21,500 square feet of vacant land for construction operations related to the new Douglas commercial port of entry.

Motion by Council Member Baldenegro, second by Council Member R. Acosta to approve the placement of Ordinance No. 25-1212.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

Motion by Council Member Baldenegro, second by Council Member Montaño to approve the first reading of Ordinance No. 25-1212.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

- J. **FIRST READING OF ORDINANCE NO. 25-1213**, 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 establishing an effective date thereof.

Ms. Andrade presented the first reading of Ordinance No. 25-1213, amending the rules of conduct for council meetings. The changes included moving events and mayor/council member reports to the beginning of the agenda and allowing for more electronic attendance by council members.

Motion by Council Member Baldenegro, second by Council Member Montaño to approve the placement of Ordinance No. 25-1213.

Council Member Montaño inquired about Legal's intent to amend other sections of the ordinance and the reason those changes were not addressed earlier.

Ms. Andrade responded that one section was unintentionally omitted from this reading but could be added during the second reading. She referred to Item J and deferred to Mr. Fitzgibbons for further clarification.

Mr. Fitzgibbons explained that the omitted section pertains to the voting rules related to electronic attendance. The amendment would allow more than one council member to participate remotely via platforms like Teams or Zoom. However, the current wording states that electronic attendance is not permitted if a member's presence is needed to meet quorum requirements.

Mr. Fitzgibbons further suggested that this restriction might need to be removed as well, noting situations like emergency meetings where only three members are physically present, and the rest join remotely. If remote

participants have full access to the materials, the intent is not to limit participation. This change could be included in the second reading.

Council Member Montaño then asked whether Item 12 in the provided documents—which refers to future agenda item requests by the Mayor and Council—was a new addition.

Mr. Fitzgibbons confirmed that it had been added but clarified that it does not change the existing procedure for placing items on the agenda. Under the charter, agenda items may still be added by the City Manager, the Mayor, or by the request of three council members.

Council Member Montaño noted that the charter already outlines a process for adding items and questioned the reasoning behind this addition.

Mr. Fitzgibbons explained that the update reflects the practice of council members making requests at the end of meetings. This allows staff to prepare accordingly, and if ready, the mayor, city manager, or three council members may place the item on the future agenda.

Council Member Shelton asked for clarification on what “electronically” meant.

Mr. Fitzgibbons replied that it referred to participating virtually in the meeting—just as he was doing—via Zoom, telephone, or other platforms. He emphasized that anyone attending remotely must have access to all presented materials.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

Motion by Council Member Montaño, second by Council Member Shelton to approve the first reading of Ordinance No. 25-1213.

Roll call: Voted in Favor: Mayor Pro Tempore Danya Acosta, Council Members: Jose Montaño, Ray Shelton, Michael Baldenegro and Richard Acosta. Voted Against: None.

11. CITY MANAGER REPORTS.

Ms. Urquijo provided updates on various city projects and events:

- Douglas Days event scheduled for May 15-17, 2025.
- Downtown streetscape project progress.
- Airport hangar restoration grant.
- Conservation grant for Geronimo Trail Transmission Line and Reservoir Planning and Design.
- National Public Works Week (May 19-23, 2025).
- New equipment purchases for public works.
- OSHA 10 class sponsorship in collaboration with Cochise College.
- Recent trip to Washington D.C. with Mayor Grijalva and council members.

12. FUTURE AGENDA ITEM REQUESTS FROM MAYOR AND COUNCIL.

No future agenda item requests.

13. ADJOURNMENT.

Motion by Council Member Shelton, second by Council Member Baldenegro to adjourn the meeting at 7:45 p.m.

Prepared by:


Alma Andrade, City Clerk