

**MAYOR AND COUNCIL PUBLIC MEETING NOTICE  
REGULAR MEETING - MARCH 08, 2023, AT 6:00 PM**



**Minutes**

The Mayor and Council met in a Regular Meeting on March 8, 2023, at 6:00 p.m., the meeting was called to order by the Honorable Mayor Donald C. Huish.

1. **CALL TO ORDER.** 6:00 p.m.
2. **PLEDGE OF ALLEGIANCE.** By Council.
3. **INVOCATION.** Pastor Richard Valdez, Douglas Tabernacle
4. **ROLL CALL.**

	<b>PRESENT</b>	<b>ABSENT</b>
MAYOR, DONALD C. HUISH	X	
MAYOR PRO TEMPORE, MARGARET MORALES	X	
COUNCILMEMBER, MITCH LINDEMANN	X	
COUNCILMEMBER, DANYA ACOSTA	X	
COUNCILMEMBER, RAY SHELTON	X	
COUNCILMEMBER, MICHAEL BALDENEGRO	X	
COUNCILMEMBER, JOSE GRIJALVA	X	
CITY MANAGER, ANA URQUIJO	X	
CITY ATTORNEY, DENIS FITZGIBBONS	X	
CITY TREASURER, LUIS PEDROZA	X	
CITY CLERK, ALMA ANDRADE	X	

**5. PRESENTATION of AWARDS.**

- A. **CERTIFICATE of ACHIEVEMENT for EXCELLENCE in FINANCIAL REPORTING** for FISCAL YEAR 2021 Audit.

Mayor Huish provided the Certificate of Achievement for Excellence in Financial Reporting to the City Treasurer Luis Pedroza and the Finance Director Alejandro Martinez.

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

Adam Brake of 2245 11<sup>th</sup> Street, commented on the following:

- Church of Jesus Christ of Latter-day Saints Youth Group. The importance of Government, Relationships and teaching the Youth Group.

Council Member Lindemann commented that his career has been in teaching by profession, taught Middle School and High School mostly through 30 years. Council Member Lindemann expressed that service to the community is of the highest. Council Member Lindemann provided background on his involvement with the city and was appointed to the Planning and Zoning Commission and served for eleven years, it was very insightful and hoped during his service that they did spectacular things for the city. Thereafter, soon after his councilman retired, he put on the political hat and was elected and stated that now that he has aged, believes that it is their responsibility to improve over the corner of the world as best as they can for future generations.

Mayor Huish added that there are many different ways to serve within the community as there are many organizations that people can help volunteer like at food banks, for special events, at the library, and that if there is interest anywhere to come and talk to the city because the city would love to have them as volunteers by filing the proper paperwork to be able to volunteer.

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

- A. **EXPENDITURES** for the month of **FEBRUARY 2023**, totaling \$3,236,876.86.

B. **MEETING MINUTES** for FEBRUARY 8, 2023.

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

**Roll call: Voted in Favor: Mayor Donald Huish, Council Members: Margaret Morales, Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro and Jose Grijalva. Voted Against: None.**

8. **DISCUSSION/DECISION on APPROVALS.**

A. **BID AWARD to SATOW LLC** for the Purchase of City Owned Real Property with Parcel Numbers 410-08-13505, 410-08-15204, 410-08-15101, 410-08-07803, and 410-08-14504.

Ana Urquijo provided background information on the bids and stated per council's direction a bid was put out on November 28, 2022 and received one bid. The bidder wants to develop the lots into housing which must conform to HOA rules and the city permit requirements. Ms. Urquijo stated that the staff is recommending the bid award to SATOW LLC and enter into a purchase agreement that will be brought forth for consideration via an ordinance process.

Ms. Urquijo added that the total fiscal impact was \$25,000, with \$5,000 per lot.

**Motion by Council Member Acosta, second by Council Member Grijalva to approve the bid award to SATOW LLC for the purchase of city owned real property with parcel numbers 410-08-13505, 410-08-15204, 410-08-15101, 410-08-07803, and 410-08-14504.**

Council Member Lindemann inquired if the taxes had been paid.

Ms. Urquijo responded that taxes were paid.

**Roll call: Voted in Favor: Mayor Donald Huish, Council Members: Margaret Morales, Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro and Jose Grijalva. Voted Against: None**

B. **RESOLUTION NO. 23-1541**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **AUTHORIZING the ACCEPTANCE of a \$30,000 GRANT and the entry into a TECHNICAL ASSISTANCE GRANT AGREEMENT with North American Development Bank (NADB), for the operations and maintenance manual for the Wastewater Treatment plant oxidation ditch process in the City of Douglas and the surrounding community.**

Elise Moore provided background information and stated that NADBank and the City of Douglas expanded the wastewater treatment plant a few years back allowing them to serve the community better. Ms. Moore stated that one of the items needed to be completed was an operational maintenance manual for the plant; and NADBank agreed to give the city technical assistance to complete the process. NADBank is giving a \$30,000 grant, but the city may have an additional \$4,500 dollars for the consultant's direct expenses.

**Motion by Council Member Shelton, second by Council Member Acosta to approve Resolution No. 23-1541.**

Council Member Lindemann asked if the water treatment plant would have to be further expanded for the new port of entry.

Ms. Moore responded that at some point in the future would be expanded with the new growth that would be necessary.

**Roll call: Voted in Favor: Mayor Donald Huish, Council Members: Margaret Morales, Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro and Jose Grijalva. Voted Against: None**



**C. CONSENT to SUBLICENSE AGREEMENT with HOPE Inc and the HUMANE SOCIETY of SOUTHERN ARIZONA.**

Luis Pedroza provided background information and stated that HOPE Inc is seeking consent to sublicense space to the Humane Society of Southern Arizona at 661 G Avenue, a city owned facility currently leased to HOPE Inc. Mr. Pedroza added that HOPE Inc., has a license agreement with the city for the use of half of the building since January 2020 offering behavioral and mental wellness services to the Douglas community. Mr. Pedroza continued to say that HOPE is seeking to consent space at no cost to the Humane Society of Southern Arizona to provide the Douglas OneHealth Clinic for low-income pet families can get care for their pets and their people at the same time.

**Motion by Council Member Acosta, second by Council Member Shelton to approve the sublicense agreement with HOPE Inc., and the Humane Society of Southern Arizona to provide the Douglas OneHealth Clinic at 661 G Avenue in Douglas, Az.**

Mr. Dan Haley, CEO for HOPE commented that they have been in the community since 2020 and provide substance abuse and mental health treatment from a peer perspective where peer-run organization one of the ways that they extend into communities is by partnering with other liked organizations and believes that the Humane Society is proposing for the community is not being done anywhere else. Mr. Haley said that it is a great project that could be spread statewide.

Ms. Nubia Romo, Humane Society Representative and on behalf of the Human Society thanked Mayor and Council for allowing them to stay at the location and commented that they are in Phase I of the project of getting to know the community and as well as to know about the community need. Ms. Romo commented that the spay and neuter clinics should start next month. Ms. Romo added that a weekly spay and neuter project for all feral cats would be starting. Lastly, Ms. Romo expressed that they are happy to be in the location.

Council Member Lindemann welcomed the presenters to the community and expressed that their help is much needed of their service.

Council Member Lindemann inquired on the hours of operation.

Ms. Romo responded that the Humane Society is open eight to five Monday through Friday.

Council Member Lindemann asked about the spay and neuter hours.

In response, Ms. Romo stated that she is currently working on the project and it would be once a week on Mondays, and later on could be twice a week if the number of feral cats increases.

Mr. Haley stated that historically one of the things they have seen in the homeless population is that if they don't go into substitute treatment or even physical treatment is due to their animals since they are family. Mr. Haley added that this is an opportunity for HOPE, the Humane Society and Chiricahua Community Health Clinic to provide medical services to the population coming from a shelter. An opportunity to do two things at a time, get the person that probably needs medical and psychiatric assistance but also to their animals.

Council Member Lindemann once again welcomed them to the community and their service.

Council Member Grijalva thanked them and stated that pets are part of families. Council Member Grijalva shared that he has a little baby at home also and that people spend as much as they can on them, and that offering this type of health to the community is something that is desperately needed and expressed the idea to partner with them.

**Roll call: Voted in Favor: Mayor Donald Huish, Council Members: Margaret Morales, Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro and Jose Grijalva. Voted Against: None**

9. **DISCUSSION/DECISION** to call for and conduct an **EXECUTIVE SESSION** under the authority of ARS 38-431.03 (A3), (4), and (7) to consider its position, instruct its representatives and obtain legal advice regarding updates related to the consideration of land sale of Blocks 3 and 4 of Rancho La Perilla Estates.

**Motion by Council Member Shelton, second by Council Member Morales to enter into executive session at 6:24 p.m.**

**Roll call: Voted in Favor: Mayor Donald Huish, Council Members: Margaret Morales, Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro and Jose Grijalva. Voted Against: None.**

**Motion by Council Member Morales, second by Council Member Shelton to adjourn the executive session at 7:07 p.m.**

**Motion PASSED unanimously. Voted Against: None.**

10. **UPDATE** regarding Rancho La Perilla Estates Blocks 3 and 4.

Mayor Huish provided update and stated that the city received one bid for the purchase of the lots at Rancho La Perilla States, blocks three and four and council instructed staff to continue with negotiations with the bidder to see if parties can come into a favorable agreement to both parties.

## 11. CITY MANAGER REPORTS.

Ms. Urquijo provided the following updates/reports:

- The Housing Department transitioned to Cochise County at the end of 2022. Cochise County has been offering Douglas office hours at the Government Center since January 4, 2023. The Douglas hours are on Wednesdays from 9am to 4pm and they are housed on the first floor in the space where the Oral History project was formerly located. Local calls can be made to 520-805-5566.
- Appropriations cycle at the federal level and staff are working hard to provide packets to submit for congressional spending requests. These are more grant opportunities for community projects. Currently staff is working on a timeline where a submittal is due on Sunday.
- Working on Streetscape continued funding request to fill the gap that the streetscape project is needing. Requesting planning funds for bike paths and pedestrian walkways in the community to connect parks.
- Asking for Castro Park renovations, lift station is part of the infrastructure for the sewer build out for the port of entry.
- Asking for historical renovation funds for the police station upgrades which is in a historic and prominent building in the community in need of upgrades to maintain its historic presence. This would include the historic fountains that are located on each side of the beautiful building.
- New website and new system for the utility billing process. Water bills are different and mailers. Call 520-417-7334 directly and a new feature which would be an automated pay by phone feature will follow in April.
- Community calendar for a community cleanup event to take place on Saturday, March 18 from 10 to 11:30 a.m. from 10<sup>th</sup> Street and G Avenue. Public Works supplies the trailers and the Parks Department supplies trash bags. This cleanup is sponsored by the City of Douglas and The Elks Lodge as well as Classy Cuts. Cleaning alleyways between G and F Avenues.
- Senior Pilot program in partnership with Douglas ARC on Tuesday, March 14, and the Recreation Department will begin the partnership. The program would be Tuesday to Friday beginning from 9am to 11am.
- 5K Color Run/Walk on April 1, 2023 a partnership between the City of Douglas, the Douglas Rotary Club and DUSD at Airport Park. People can register on the city's website or stop by the Recreation Department at the Aquatic Center.
- April 29, Dia de los Niños event at the Airport Park, a day to celebrate youth in Douglas with free food, games, music and family fun.
- The Library in partnership with Cochise County Libraries has implemented a one culture past lending program that is providing free access to 15 cultural attractions statewide including museums like the



Tucson Children Museum, Botanical Gardens, Art Gallery and Reid Park Zoo. Passes can be checked out in person at the library.

- Aquatic Center extending hours from March 16 to 18 from 1pm to 5pm due to Spring Break.
- The Police Department have a prescription drug take back and shred event on Saturday, March 18 from 10 am to 2pm, at the Douglas Visitor Center parking lot. Businesses are limited to four banker boxes or two garbage bags for shredded documents. A second prescription drug take event will take place on April 22, 2023 from 10am to 2pm, at the Douglas Visitor Center parking lot, only for prescriptions and no shred services for the April event.

## 12. INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND FUTURE AGENDA ITEM REQUESTS.

Council Member Grijalva thanked Liberty Traditional School for the invitation to read to their first graders, and stated it was fun to read to them. Council Member Grijalva congratulated Joel Camacho on being the new Douglas Historical Society President and Council Member Acosta for being the new Vice President and added that they do a great job. Also thanked AB Villarreal for taking delicious cookies with the "I love Douglas" on them. Lastly, Council Member Grijalva reminded everyone about commodity's day at the Douglas Area Food Bank.

Council Member Acosta thanked the City of Benson Kathy Lara for writing the marketing grant last year and invited the city to be part of a televised video showcasing Cochise County, City of Benson, along the Historic Highway 80, and that the City of Benson was very gracious in inviting the City of Douglas. Council Member Acosta commented that all efforts go to the City of Benson and to Ms. Lara for the grant writing. Additionally, Council Member Acosta thanked staff for partnering with Ms. Lara to go out to the RV Park in Benson to be part of the Douglas Historical Society as they have seen an influx of visitors coming from Benson. Lastly, Council Member Acosta stated that networking is being done and staff is working hard and thanked them.

## 13. ADJOURNMENT.

**Motion by Council Member Morales, second by Council Member Shelton to adjourn the meeting at 7:16 p.m.**

Prepared by:



Alma Andrade, City Clerk