

Minutes

MAYOR AND COUNCIL
SPECIAL MEETING - JUNE 17, 2020, AT 5:15 P.M.
CITY HALL – COUNCIL CHAMBER
425 10TH STREET, DOUGLAS, AZ 85607

1. CALL TO ORDER: 5:15 P.M.
2. PLEDGE OF ALLEGIANCE by council
3. INVOCATION: by Pastor Pete Cordova, First Assembly of God (13th Street & Dolores)
4. ROLL CALL

	PRESENT	ABSENT
MAYOR, DONALD C. HUISH	X	
COUNCILMEMBER, 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, JERENE WATSON	X	
CITY ATTORNEY, JUAN PABLO FLORES	X	
CITY TREASURER, LUIS PEDROZA	X	
ACTING CITY CLERK, ALMA ANDRADE	X	

5. 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.

6. DESIGNATION OF MAYOR PRO TEMPORE

Mayor Huish commented that per City Charter Article II, Section 8, Mayor designated Council Member Margaret Morales as Mayor Pro Tempore, and thanked Council Member Lindemann for his valuable service as Mayor Pro Tempore.

Mayor Huish provided a Certificate of Appointment to Mayor Pro Tempore Morales.

Mayor Pro Tempore Morales thanked Mayor Huish for his support and for his confidence and stated she was looking forward in working with Mayor Huish doing the best for the City of Douglas.

7. APPROVAL OF CONSENT AGENDA ITEMS:

- A. Approval of the monthly expenditures for May 2020, totaling \$2,653,413.37.
- B. Meeting Minutes for May 13, 2020.
- C. PERSONNEL APPEALS BOARD Resignation of David Peffes, effective May 27, 2020, and Adalberto Araiza, effective June 17, 2020.

PERSONNEL APPEALS BOARD APPOINTMENTS of Guadalupe Mejia and Vicky Merritt, effective June 17, 2020.

- D. **24-Hour Gasoline Services Contract Award**
- E. **Financial Auditing Services Proposal Award**

Motion by Council Member Morales, **second** by Council Member Grijalva, to approve the consent agenda items.

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

8. DISCUSSION/DECISION on approval of Employee Health Insurance Contract Renewals

Rocio Garcia provided background information and stated that the renewal was at a 4.5% increase in overall premiums. Additionally, Rocio Garcia commented that the costs associated with a self-funded insurance included charges for third party administration for Claims, PPO Network, Utilization Management, Pharmacy Benefit Management, and Stop Loss Insurance

Moreover, Rocio Garcia added that the plans were as followed:

\$5,000/\$750 deductible Plan

	Monthly City Current Contribution	Monthly City Proposed Contribution	Monthly Current Employee Contribution	Monthly Proposed Employee Contribution
Emp Only	\$512.14	\$535.54 (\$23.40 increase)	\$ 0	\$ 0
Family	\$825.58	\$863.28 (\$37.70 increase)	\$444.54	\$464.86 (\$20.32 increase)

\$1,000 deductible Plan

	Monthly City proposed Contribution	Monthly Proposed Employee Contribution
Employee Only	\$535.54 (same as above)	\$98.78
Family	\$863.28 (same as above)	\$709.82

Motion by Council Member Lindemann, **second** by Council Member Shelton to approve Continental Benefits (third party claims administrator), Aetna (PPO network), American Health Holding (Utilization Management), Broadreach Medical Resources (Pharmacy Benefit Management), and Swiss Re (Stop Loss Insurance).

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

9. DISCUSSION/DECISION on approval of the first reading of Ordinance No. 20-1119, an ordinance of the Mayor and Council of the City of Douglas, Cochise County, Arizona, authorizing the acceptance of donated unimproved real property from ROGER W. LEINENWEVER AND CONNIE LEINENWEVER, IDENTIFIED AS COCHISE COUNTY PARCEL NUMBER 407-57-009E.

Juan Pablo Flores provided background information.

Motion by Council Member Shelton, **second** by Council Member Grijalva, to approve the placement of Ordinance No. 20-1119.

Chief Lomeli added that a gentleman called the Fire Station to tell him that he wanted to donate a piece of property and that he wanted to see a Fire Department in the area. Additionally, Chief Lomeli

commented that with the new port of entry could be used as a housing facility, mainly for the port of entry, wildfire and water tank storage, but that the primary use would not be for Fire Department in the city.

Council Member Lindemann commented that it was away from the highway, and added that it was a fine gesture from the owner.

Chief Lomeli commented that the owner reached out to him several times and stated that he wanted the city to take over the property. Furthermore, Chief Lomeli stated that several residents in the area have reached out to other fire districts to provide fire protection to them.

Council Member Grijalva inquired on a fire district study for the area and directed management to conduct an environmental study.

Mayor Huish added that it could be preliminary to request study as the city did not know when the land could be use.

Juan Pablo Flores commented that the environmental study was for the city not to obtain a liability with the land and to prevent the city to acquire a land that had some environmental waste. Moreover, Juan Pablo Flores stated that it was his duty to let council know about the property, that it was available and was up to council to consider its risk and likelihood.

Mayor Huish directed staff to obtain preliminary costs on soil testing and anything else that needed.

Mayor Huish asked Chief Lomeli if he had been to the property and what it looked like.

Chief Lomeli responded that he had been to the property and the history he obtained from the property owner was that there was a residence adjoining the property and property was still tied to people that lived there currently and the property was on the corner of Kings Highway.

Council Member Shelton commented to let property owners know that the city was going to do a study on the property and would get back to the owner.

Council Member Morales inquired on the environmental study cost and if it was going to be funded through the general fund.

Mayor Huish commented that if needed to be funded, it would come out of the general fund.

Mayor Huish directed staff to come up with costs.

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

Motion by Council Member Shelton, **second** by Council Member Acosta, to approve the first reading of Ordinance No. 20-1119.

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

10. DISCUSSION/DECISION on approval of Resolution No. 20-1414, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, AUTHORIZING THE EXECUTION OF A CONTRACT RENEWAL between THE CITY OF DOUGLAS and ALMA VILDOSOLA to PROVIDE SERVICES as the CITY MAGISTRATE for the City of Douglas.

Jerene Watson provided background information.

Motion by Council Member Lindemann, **second** by Council Member Shelton, to approve Resolution No. 20-1414.

Council Member Morales commented that Ms. Vildosola had served as City Magistrate for eighteen years, and that she had done a great job and was happy to see her in the position.

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

11. DISCUSSION/DECISION on approval of Resolution No. 20-1415, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, APPROVING THE FISCAL YEAR 2020 ANNUAL ACTION PLAN for the City of Douglas.

Xenia Gonzalez provided background information.

Motion by Council Member Shelton, **second** by Council Member Morales to approve Resolution No. 20-1415.

Mayor Huish asked Ms. Gonzalez to specify on the locations where the infrastructure improvements would take place.

Xenia Gonzalez responded that CDBG guidelines dictated that funding be used in low- and moderate-income areas, that ran from International Avenue to 23rd Street, and from Pan American to Washington Avenue.

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

12. DISCUSSION/DECISION on approval of RESOLUTION NO. 20-1416, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, INITIATING THE BAY ACRES ANNEXATION PROCESS for the City of Douglas, Arizona.

Peter Gardener provided background information and commented that there was a potential annexation of the Bay Acres subdivision and the surrounding areas, driven by the extension of the wastewater service to the Bay Acres area, a project that was under construction.

Moreover, Peter Gardner stated that since April 2019 staff reached out by mailings and public meetings to the residents in the area to hear about their interest in being annexed to the city. Furthermore, Peter Gardner commented that the focused areas were wastewater, fire service and road maintenance, and stated that the annexation process was done in mapping the area and gathering owner's information.

Peter Gardner added that the next steps could be for the city to file a petition with the county recorder's office to start with the signature collection by property owners whether they would like to be annexed.

Peter Gardner stated that the city needed feedback from council on the impact to the city and stated that the city needed to provide services once annexed.

Luis Pedroza provided information on the financial analysis. Luis Pedroza added that an approximate 800 individuals from the Bay Acres and surrounding areas, and according to the existing state shared formulas that could be an additional two hundred forty thousand dollars in general fund state shared revenue, therefore, it could be an additional real property tax of two hundred eighty-six thousand dollars.

Moreover, Luis Pedroza commented that there were also different licenses and permitting that the city had enforced and those would take effect in the area that could produce additional revenue such as, franchise fees, business and dog licenses, and sales tax for existing businesses, which could create an approximate amount of five hundred sixty-eight thousand dollars in additional revenue.

Additionally, Luis Pedroza stated that the Police and Fire services would also be provided to the area. Furthermore, Luis Pedroza commented that the district currently had debt and if the city would take over the district the city would absorb debt an approximate of three hundred nineteen dollars, which could be used to pay for the fire district and equipment.

Lastly, Luis Pedroza commented that the city would extinguished debt or carry debt, and staff recommendation was to extinguished in order for the city to start fresh, and for the city to allocate funds to services provided by the city.

Furthermore, Luis Pedroza added that some of the benefits that the community could receive would be a lower tax rate of 1.1591, and the districts was at 2.7625 which was twice as much as what the city charged.

As a final comment Luis Pedroza stated that by annexing the city could be in a better position to attract population, amenities and achieve growth, and to observed a community that felt part of the city, as they used city services.

Motion by Council Member Lindemann, **second** by Council Member Shelton to approve Resolution No. 20-1416.

Council Member Shelton inquired on the Bay Acres population.

Peter Gardner responded that it was an approximate of 800 individuals.

Council Member Shelton added that there were a few streets by the Bay Acres area that needed to be annexed.

Peter Gardner commented that that was correct and the information was in the packet as well.

Council Member Grijalva stated that some Bay Acres individuals were not happy with the annexation, and that businesses in the area were paying close to ten percent tax and felt uncomfortable.

Jerene Watson clarified that the city's tax was not ten percent.

Luis Pedroza added that the current sales tax was at 5.6% for county, city sales tax was at 9.9% and that the difference was 3.8% which was the city tax rate. Moreover, Luis Pedroza commented that the Bay Acres businesses would get a tax rate decreased as well by being under the city through means of property tax and paying less on their utilities.

Council Member Grijalva additionally commented that that was an assumption if businesses would not increase their prices due to the increase sales tax, however, if businesses increased their prices, people may think they could get cheaper items elsewhere.

Furthermore, Council Member Grijalva stated that the property tax decreased did not matter, and that he felt uncomfortable affecting their businesses when they had been successful with the current model.

Council Member Shelton commented that the City was going to benefit as well as the Bay Acres area.

Council Member Lindemann commented that he recalled when Bay Acres residents signed up for the sewer, there was resident interest in being annexed.

Council Member Acosta stated that she attended a Bay Acres meeting and experienced a lot of positive feedback from residents and expressed that the majority of the residents were looking forward to city services.

Council Member Shelton commented that Bay Acres should consider being part of Douglas.

Mayor Huish inquired on Sunnyside Fire Department and since they covered more area, how could that affect since the city would take over debt and operations and how would it work with people from outside the area.

Luis Pedroza responded that the intention was to annexed the entire fire district.

Furthermore, Mayor Huish asked since the city would take over debt, if the city by law could tax the district rather than taxing the entire population at a reasonable rate in order to retired the existing debt.

Luis Pedroza responded that once annexed the district would dissolved, assets and liabilities would absorbed, furthermore, Luis Pedroza added that the city would not pick or choose an area to tax, and if the city were to tax, the entire city of Douglas would be taxed.

Council Member Shelton asked if the budget included funds for an annexation.

Luis Pedroza responded it did not since the annexation was a long process, and that the entire process would take about a year to accomplish plus the revenue sources.

Peter Gardener added that the approximate time could be September of 2021 to start with the process and budget for it.

Moreover, Council Member Shelton inquired on the number of firefighter volunteers at Sunnyside Fire District.

Chief Lomeli responded that it was from six to twelve, but could not be certain as it would fluctuate often.

Additionally, Council Member Shelton inquired if some firefighters could join the city and what were the requirements.

Chief Lomeli commented that they would have the same opportunities as everybody else and openings for firefighters or EMTs for them to apply.

Mayor Huish inquired that once council would passed resolution if it would provide flexibilities in order to provide a later filing date due to COVID.

Peter Gardner responded that that was the intent for council to give staff direction or flexibilities on when to hold public hearings.

Mayor Huish clarified for staff that once the city filed, then the thirty day to have a public hearing would kick in, therefore needed to have some flexibility.

Council Member Shelton inquired on the streets in between the City and Bay Acres and if those were included to sign the petition as well.

Peter Gardner responded that they were.

Council Member Baldenegro inquired if that was north of highway 80.

Peter Gardner stated that nothing north of highway 80 was being considered.

Council Member Baldenegro asked if Coronado Hills was part of Douglas.

Council responded that it was part of Douglas.

Roll call: Voted in favor: Mayor Huish, Council Members: Margaret Morales, Mitch Lindemann, Danya Acosta, Ray Shelton, and Michael Baldenegro. **Voted against:** Council Member Jose Grijalva.

13. DISCUSSION/DECISION on approval of Resolution No. 20-1417, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, AUTHORIZING THE SUBMISSION OF A FISCAL YEAR 2020 PUBLIC WORKS AND ECONOMIC ADJUSTMENT ASSISTANCE GRANT APPLICATION from the U.S. Economic Development Administration Coronavirus AID, Relief, and Economic Security (CARES) Act Recovery Assistance.

Luis Pedroza provided background information.

Motion by Council Member Morales, **second** by Council Member Acosta to approve Resolution No. 20-1417.

Mayor Huish commented that he spoke to Randy Heiss from SEAGO and that Mr. Heiss stated that the city was in a very favorable position to receive funds. Mayor Huish expressed heartfelt thanks to SEAGO for the help and assistance provided to the city.

Jerene Watson added that SEAGO had been a great partner and that the city had a grant writer that was working on it.

Council Member Acosta asked if the twenty percent match was included in the budget.

Luis Pedroza commented that the way the city would match reserves from water and sewer fund which were capable of handling such, and added that it was a very good purpose of those funds and that staff was comfortable in doing it.

Mayor Huish added that those funds were designated for the type of use.

Council Member Grijalva inquired on the amount left in reserves once the city would match the grant.

Luis Pedroza responded that the water reserve had an approximate amount of two million dollars, and wastewater less than one million dollars.

Roll call: Voted in favor: Mayor Huish, Mayor Pro Tempore Morales, Council Members: Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro, and Jose Grijalva. **Voted against:** None.

14. DISCUSSION/DECISION on approval of Resolution No. 20-1418, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, relating to Title 10 of the Douglas Municipal Code PERTAINING TO VEHICLES AND TRAFFIC AND INSTITUTING A PILOT PROGRAM TO EXTEND THE COMMERCIAL VEHICLE TRAFFIC ROUTE under Chapter 10.32.020, EFFECTIVE FROM THE DATE OF ENACTMENT.

Chief Fullen provided background information.

Chief Fullen stated that the traffic areas included portion of 15th Street from A Avenue to Airport Road, 16th Street from A Avenue to Bonita Avenue, and Bonita Avenue between 15th and 16th Street.

Motion by Council Member Lindemann, **second** by Council Member Morales to approve Resolution No. 20-1418.

Mayor Huish thanked staff for finding the best solution pending the completion of the sewer line on Washington Avenue.

Chief Fullen added as a point of clarification that the 15th Street route was a secondary route in addition to the 10th Street route. Moreover, Chief Fullen commented that the traffic supporting the border wall would continue to utilize 10th Street and local traffic would utilize 15th Street route.

Council Member Lindemann commented that if schools would start on time, and truck traffic were on 15th Street, how would that be handled.

Chief Fullen commented that 15th Street route was going to be used primarily by local traffic and it should not be too affected.

Mayor Huish stated that traffic should know when schools are back and should adjust timing of need.

Council Member Acosta commented that before spring break when kids were in school, she was able to see heavy traffic in the area of 15th Street and Washington trying to make a right hand turn before eight

o'clock. Furthermore, Council Member Acosta added that big trucks needed more room to make the right hand turn and believed it was local truck and not border wall traffic at the time.

Additionally, Council Member Acosta stated that lived on 10th Street area and experienced the heavy truck traffic and noise, but that it was nice to see there was some development in the city.

Council Member Grijalva commented he was concerned regarding traffic from Washington to 23rd Street, then a left turn on 23rd Street and back to A Avenue, and if there was a possibility to install a small stop light.

Chief Fullen responded it could be looked at.

- Margaret Valdez of 731 E. 23rd Street, Douglas, commented on the following:
- Heavy construction traffic on 23rd Street.

Mayor Huish thanked Ms. Valdez for her input. Moreover, Mayor Huish directed administration to look at the timeline of the construction project on 23rd Street.

Roll call: Voted in favor: Mayor Huish, Mayor Pro Tempore Morales, Council Members: Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro, and Jose Grijalva. **Voted against:** None.

15. DISCUSSION/DECISION on approval of Resolution No. 20-1419, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, AUTHORIZING THE CITY MANAGER TO EXECUTE A RENEWAL TO THE INTERGOVERNMENTAL AGREEMENT between the CITY OF DOUGLAS and COCHISE COLLEGE to PROVIDE RELIABLE PASSENGER TRANSPORTATION SERVICES TO COLLEGE RIDERS; combining resources to continue to promote Educational opportunities and foster economic development in the City of Douglas.

Luis Pedroza provided background information.

Motion by Council Member Shelton, **second** by Council Member Lindemann to approve Resolution No. 20-1419.

Council Member Morales inquired if Cochise College was having summer classes.

Luis Pedroza responded that there was no service provided during the summer, however, service would begin in the Fall and Spring semesters.

Roll call: Voted in favor: Mayor Huish, Mayor Pro Tempore Morales, Council Members: Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro, and Jose Grijalva. **Voted against:** None.

16. DISCUSSION/DECISION on approval of Resolution No. 20-1420, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, DESIGNATING THE CITY TREASURER, LUIS PEDROZA AS THE CITY'S CHIEF FISCAL OFFICER for purposes of officially submitting the fiscal year EXPENDITURE LIMITATION REPORT to the ARIZONA AUDITOR GENERAL.

Jerene Watson provided background information.

Motion by Council Member Morales, **second** by Council Member Shelton to approve Resolution No. 20-1420.

Council Member Morales commended Luis Pedroza for an excellent job.

Roll Call: Voted in favor: Mayor Huish, Mayor Pro Tempore Morales, Council Members: Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro, and Jose Grijalva. **Voted against:** None.

17. DISCUSSION/DECISION on approval of Resolution No. 20-1421, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, AMENDING CITY OF DOUGLAS POLICY NUMBER 2.01 dealing with TRAVEL MILEAGE REIMBURSEMENT RATES for employees, appointed or elected officials of the City of Douglas to DETERMINE REIMBURSEMENT FOR MILEAGE.

Luis Pedroza provided background information.

Motion by Council Member Acosta, **second** by Council Member Grijalva to approve Resolution No. 20-1421.

Mayor Huish inquired if reimbursements were based on Federal guidelines.

Luis Pedroza responded that it was.

Roll call: Voted in favor: Mayor Huish, Mayor Pro Tempore Morales, Council Members: Mitch Lindemann, Danya Acosta, Ray Shelton, Michael Baldenegro, and Jose Grijalva. **Voted against:** None.

18. INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND CITY MANAGER, AND FUTURE AGENDA ITEM REQUESTS.

Mayor Huish commented he would like to express caution to council members for future agenda item requests, and to state the request, but not to comment the purpose as council needed to maintain within open meeting law guidelines.

Mayor Pro Tempore Morales recognized a group of volunteers that took the time to clean an area at the Calvary Cemetery on Saturday, May 23, 2020, and expressed gratitude and commended them for the great job, volunteers as follows: Frank and Loly Molina, Carlos Garcia, Martha Cruz, Angel Mejia, Griselda Morales, Julie Johnson Flores, Carmen Flores Johnson, Larry Westbrook, Jan Westbrook, Ricardo and Ana Arvizu, John Peterson, Bobby and Martha Anaya, Rose Estrada, Gary Simmons, Patricia (inaudible) Malone, Susan (inaudible), Dennis Maccaboy, Armando Arevalo, Joe Saavedra, Justin Valenzuela, Mark Romo, Armando Arevalo and Uncle (name not provided), Daniel Novoa, Norma Lynn Galindo, Chubby Flores, and the Boy Scouts.

Ida Pedrego added that there were people the following day, on Sunday as well to clean up the cemetery.

Council Member Grijalva listed the activities for the month and continued to congratulate La Familia business on the façade improvements, thanked Peter Gardner and Dawn Prince for going through the process and stated that Laura Ortega-Owner was very excited. Additionally, Council Member Grijalva thanked Jennifer Smith and Joel Camacho for the June 26 drive in movie planning and stated that employees did the hard work.

Moreover, Council Member Grijalva thanked Scott from the American Legion as he replaced the flag at the Memorial Day Ceremony, and invited citizens to support the American Legion as they had Burger Mondays, and Taco Tuesdays, and Barbeque Ribs Fridays. As a final comment, Council Member Grijalva commended St. Vincent de Paul and Ms. Lucia Spikes as they provided free meals to the public on Mondays and Fridays from 11:00 a.m. to 12:00 p.m.

Lastly, Council Member Grijalva thanked the Food Bank for all the hard work they did to help citizens in the community with meals, but that they needed volunteers, and added that donations were welcome.

Council Member Grijalva requested an item on the agenda to waive the adoption fees for the Animal Shelter perhaps once a month or on special occasions.

Council Member Acosta thanked constituents and if there was anything needed to contact her. Additionally, Council Member Acosta reminded all that Census was still on and registration could be done online or to contact the city if needed.

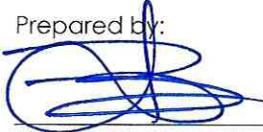
Mayor Huish requested an agenda item for the upcoming council budget discussion meeting on face coverings in the community and to encourage public to respectfully offer their input to their council member.

Jerene Watson added that administration had been looking at COVID numbers and that COVID team regularly reports what they received from Dr. Miller and Dr. Melk. Additionally, Jerene Watson commented that currently the city extended Phase II to June 29 to open to the public, and stated it would continue to evaluate the situation.

19. ADJOURNMENT:

Motion by Council Member Morales, **second** by Council Member Shelton to adjourn the meeting at 6:56 p.m.

Prepared by:



Alma Andrade, Acting City Clerk