

Minutes

**MAYOR AND COUNCIL
SPECIAL MEETING - PUBLIC HEARING
JULY 15, 2020, AT 5:30 P.M.
CITY HALL – COUNCIL CHAMBER
425 10TH STREET, DOUGLAS, AZ 85607**

1. **CALL TO ORDER:** 5:30 p.m.
2. **ROLL CALL.**

	<u>PRESENT</u>	<u>ABSENT</u>
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, JERENE WATSON	X	
CITY ATTORNEY, JUAN PABLO FLORES	X	
CITY TREASURER, LUIS PEDROZA	X	
ACTING CITY CLERK, ALMA ANDRADE	X	

3. THE PURPOSE OF THE PUBLIC HEARING IS TO ALLOW PUBLIC PARTICIPATION REGARDING THE FINAL ADOPTION OF THE ANNUAL BUDGET FOR FISCAL YEAR 2020/2021.

- Ginny Jordan, commented on the following:
 - Veteran’s Commemoration Project located inside the Gadsden Hotel and COVID19 funds to assist in the commemoration project.

Mayor Huish asked Ms. Jordan if she had a timeline to expand area.

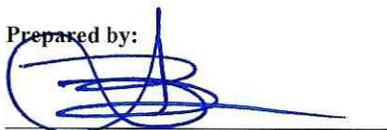
Ginny Jordan responded that eventually they would get more space, but would love to have a new building.

Mayor Huish thanked Ms. Jordan for addressing council on the project.

4. ADJOURNMENT: 5:45 p.m.

Motion by Council Member Morales, **second** by Council Member Shelton to adjourn the public hearing at 5:45 p.m.

Prepared by:



Alma Andrade, Acting City Clerk

Minutes

**MAYOR AND COUNCIL
SPECIAL MEETING - JULY 15, 2020, AT 6:00 P.M.
CITY HALL – COUNCIL CHAMBER
425 10TH STREET, DOUGLAS, AZ 85607**

1. **CALL TO ORDER:** 6:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** by Council
3. **INVOCATION:** by Council Member Shelton
4. **ROLL CALL.**

	<u>PRESENT</u>	<u>ABSENT</u>
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, JERENE WATSON	X	
CITY ATTORNEY, JUAN PABLO FLORES	X	
CITY TREASURER, LUIS PEDROZA	X	
ACTING CITY CLERK, ALMA ANDRADE	X	

PER ADDENDUM AGENDA OF JULY 13, 2020.

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

- Ida Pedrego of 1815 E. 5th Street, Douglas.

- Congratulatory to newly officials and to Jerene Watson for all the work that officials do for the city.

5. DISCUSSION/DECISION TO CALL FOR AN CONDUCT AN EXECUTIVE SESSION UNDER THE AUTHORITY OF A.R.S. §38-431.03 (A-1) TO DISCUSS AN EMPLOYMENT/PERSONNEL MATTER AS IT RELATES TO THE POSSIBLE APPOINTMENT OF DAWN PRINCE TO THE CITY MANAGER POSITION.

Motion by Council Member Shelton, **second** by Council Member Morales to go into Executive Session at 6:06 p.m.

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.

Meeting reconvened after executive session at 6:37 p.m.

6. DISCUSSION/DECISION on approval of an INTERIM CITY MANAGER APPOINTMENT effective July 18, 2020.

Rocio Garcia provided background information and stated that in order to maintain continuity in the office of the city manager the appointment of Dawn Prince as Interim City Manager was being recommended.

Furthermore, Rocio Garcia stated that Ms. Prince had served as Deputy City Manager since October 1, 2019, and was qualified to take over duties of the city manager's office with the recommended salary \$128,484.00.

Lastly, Rocio Garcia commented that in the event council decided to advertise for city manager employment and in the event Ms. Prince was not chosen or decided not to take the position, Ms. Prince would revert back to the position of Deputy City Manager.

Motion by Council Member Lindemann, **second** by Council Member Morales to appoint Dawn Prince as Interim City Manager, effective July 18, 2020.

Mayor Huish commented for public awareness that if council should decide to go out and hire a full-time city manager and should Ms. Prince not be successful, then she would revert back to her current position as Deputy City Manager.

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.

Dawn Prince commented that she was honored to have the opportunity to step in as Interim City Manager to follow the great service example from Jerene Watson as she had been amazing. Additionally, Dawn Price stated it was an exciting time for all in Douglas as the port of entry was one of the projects, along with opportunity zones, and bringing housing amenities to Douglas as well. Furthermore, Dawn Prince added she looked forward to working with Mayor Huish and Council and continuing to work with the amazing City of Douglas team and community.

7. DISCUSSION/DECISION on approval of Resolution No. 20-1427, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, ADOPTING THE CITY OF DOUGLAS BUDGET for Fiscal Year 2020-2021.

Luis Pedroza provided background information and stated the following:

"The draft budget was presented to the Mayor and Council during a special joint Finance Committee and Council meeting on June 15, 2020. The Council adopted a tentative budget via Resolution No. 20-1422 on June 22, 2020. By adopting the tentative budget, Council established a maximum expenditure limit. For the final adoption, the Council may decrease or move funding from one area to another within the same fund but expenditures cannot be increased.

The consolidated operating budget for Fiscal Year 2020/2021 is \$40,165,474 in revenues, and \$42,717,713 in expenditures. The difference of revenue versus expenditures of \$2,552,239 will be covered by lease/loan revenue proceeds in the amount of \$367,664 for the IT lease, \$1,600,000 for a new well loan and \$45,000 to finish the AMI loan project in the Water Fund. There are also use of carryover in the following funds: \$138,444 in the Highway User Revenue Fund (HURF) also known as the gas tax for street improvements, \$230,000 in carryover capital projects, \$32,798 in the Housing fund for operations and \$204,000 in the water fund for well rehab and small capital improvements."

Motion by Council Member Shelton, **second** by Council Member Acosta to approve Resolution No. 20-1427.

Council Member Lindemann read the following statement: "I want to thank Mayor Huish and Council for considering and supporting the Vietnam Veteran's Memorial Wall project to the extent they have as part of this budget approval process. I realized there is more work to do for this patriotic project to come to reality. Towards the end I realize that the final contract on this matter would require council consideration in a coming special or regular meeting and I look forward to moving this project forward with the support of council, the IDA and the public and members of staff, thank you."

Mayor Huish commented he promised Ms. Jordan that council would consider her request and open for discussion.

Council Member Grijalva inquired on Council Member Lindemann's veteran's wall and if funding was at \$25,000, what was the process for such project.

Luis Pedroza responded that budget would remain allocated for the project, consideration of contract and at that point, staff would move forward with funding or council's wishing.

Mayor Huish added that there were some hoops council needed to go through and it was in the budget, however, staff needed to do some work to make sure that the city was covered legally and, in all aspects, there was a firm agreement and pathway to full funding to make it happen.

Luis Pedroza commented that ensured the city money would be invested in something that the community would benefit from.

Budget amendment by Council Member Grijalva by granting Ms. Jordan's request of \$1,500.00 to be used from leftover funds from other community requests, therefore, if the funds did not go through then move to the purchase of a 25-foot inflatable screen, high definition project, high definition sounds system, a prewire showcase system, containing all components for showing and storage container to transport for the drive-in movies.

Two-part budget amendment motion by Council Member Grijalva, however failed due to lack of a second.

Council Member Baldenegro inquired on the savings of having Dawn Prince as Interim City Manager and where would funds be allocated to.

Luis Pedroza responded that the city would utilize savings in the General Fund Operations.

Thereafter, a motion to amend was made by Council Member Lindemann, second by Council Member Baldenegro to amend the budget by moving \$1,500 dollars from the Reserves to the Community Helping Community and honoring the request of Ginny Jordan for the Vietnam War Museum.

Council Member Grijalva stated that community members inquired about items for the Drive-In movies.

Jennifer Smith added that the inflatable screen would be used for movie-drive in, which they had at the last drive-in movie was similar to a fabric screen and used a projector. Furthermore, Jennifer Smith commented that the Council City Report (CCR) described an inflatable similar to the Movies in the Park screen (25feet with elevation or platform) that Cox Communications uses for the community. Lastly, Jennifer Smith added that the quote included everything they needed for setup of drive-in movies or movies at the park.

Council Member Lindemann inquired on the quote cost submitted.

Jennifer Smith responded that it was up to \$24,000 dollars.

Mayor Huish commented that council was free to make budget amendments, but did not want to tie hands should funding become available somewhere else, and that it was something council had interest in and staff would bring back for council's consideration.

Council Member Grijalva inquired if the Veteran's wall money did not go through if it would go back to reserves.

Luis Pedroza responded that the funding was in a different fund than reserves it needed to reserve \$25,000 somewhere else to another project, but funding could not be move to another fund as it would be increasing expenditures and it was not allowed anymore.

Roll call on amendment: 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.

Roll call on main motion to approve Resolution as amended: 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.

Mayor Huish thanked staff for pushing through and for working hard on the budget and thanked Ms. Watson for her leadership, and to the finance team.

8. PRESENTATION OF AWARD to Jerene Watson.

Mayor Huish commented that as all were aware Ms. Watson's last day was Friday, July 17, 2020, and presented an award on behalf of Council. Additionally, Mayor Huish stated that Ms. Watson had been a valuable and refreshing part of city operations, Ms. Watson came to Douglas in crisis and took everyone to a place all could smile. As a final comment, Mayor Huish commented it was mixed emotions but understood the need to get back to retirement and presented Ms. Watson with a distinguish service award for being the city manager from 2019-2020 in recognition of exceptional leadership and devoted service to the City of Douglas.

Lastly, Mayor Huish stated that since Ms. Watson wanted to be notified of all successes in the community, council wanted to make sure Ms. Watson could get back to the city, therefore, a Key to the City was presented to Ms. Watson.

Jerene Watson thanked council from the bottom of her heart and stated it was a wonderful journey for the last eighteen months, and that it was the best job she ever had, the people and kindness, Mayor's leadership that accomplishments could not been successful without council. Additionally, Jerene Watson stated she could not wait and come back to see some of the thing's council had been working on, and it was a joy.

Council Member Margaret Morales thanked Ms. Watson for her leadership and that it was an honor to work with her.

Council Member Lindemann thanked Ms. Watson and added that she showed them what council could accomplish and appreciated her hard work and she was above all former managers.

Council Member Acosta thanked Ms. Watson for moving the city in a direction that she knew how to do.

Council Member Shelton thanked Ms. Watson for her professionalism and for all state and national contacts she was able to make contact on behalf of the city and for bringing people to Douglas to help.

Council Member Baldenegro thanked Ms. Watson for the initiation she provided to city government.

Council Member Grijalva thanked Ms. Watson for helping council on how to run the city and not how they wanted, and the way council had grown.

As a final comment Jerene Watson stated that the city had a great team, they were amazing, willing and able, educated and professionals that shined, and that the future would be bright for Douglas.

9. ADJOURNMENT:

Motion by Council Member Morales, **second** by Council Member Shelton to adjourn the meeting at 7:09 p.m.

Prepared by:



Alma Andrade, Acting City Clerk