

**DOUGLAS CITY COUNCIL
SPECIAL MEETING MINUTES
DECEMBER 8, 2010**

The City of Douglas Mayor and Council met in a Special Meeting on Wednesday, December 8, 2010, at 4:30 p.m. in the Council Chamber of City Hall – 425 Tenth Street. The Honorable Mayor Gomez called the meeting to order and proceeded to ask for roll call.

1. CALL TO ORDER/ROLL CALL

	PRESENT	ABSENT
MAYOR, DR. MICHAEL GOMEZ	X	
COUNCIL MEMBER MARGARET MORALES-WARD ONE	X	
COUNCIL MEMBER MITCH LINDEMANN-WARD TWO		X (excused)
COUNCIL MEMBER BOB FERNANDEZ - WARD THREE	X	
COUNCIL MEMBER RAY SHELTON – WARD FOUR	X	
COUNCIL MEMBER IVAN HUIISH - WARD FIVE	X	
COUNCIL MEMBER RUDY QUIÑONEZ – WARD SIX	X	
CITY MANAGER- CURTIS SHOOK	X	
CITY ATTORNEY-JUAN PABLO FLORES	X	
FINANCE DIRECTOR-JORGE TREVIÑO	X	
CITY CLERK - BRENDA AGUILAR	X	

2. DISCUSSION/DECISION TO CALL FOR AND CONDUCT AN EXECUTIVE SESSION UNDER THE AUTHORITY OF A.R.S. § 38-431.03 (A) (7) TO DISCUSS THE POSSIBLE SALE, PURCHASE, OR LEASE OF PROPERTY THE HIDDEN TREASURES R.V. PARK LOCATED ADJACENT TO THE MUNICIPAL GOLF COURSE, THE YMCA BUILDING LOCATED AT 1000 PAN AMERICAN AVENUE, AND PROPERTY LOCATED AT THE SOUTHEAST CORNER OF 7TH STREET AND CHIRICAHUA AVENUE AND UNDER THE AUTHORITY OF A.R.S. § 38-431.03 (A) (1) TO DISCUSS AN EMPLOYMENT/PERSONNEL MATTER REGARDING THE CITY MANAGER.

Motion by Council Member Morales, **second** by Council Member Shelton to enter into executive session.

Roll Call: All members voted in favor. **MOTION PASSED**

“Douglas – the premier southwestern border community.”

3. ADJOURNMENT.

Motion by Council Member Shelton, **second** by Council Member Huish to adjourn the meeting at 6:00 p.m. unanimously passed.

Prepared By:

Brenda Aguilar
City Clerk

**DOUGLAS CITY COUNCIL
REGULAR MEETING MINUTES
DECEMBER 8, 2010**

The City of Douglas Mayor and Council met in a Regular Meeting on Wednesday, December 8, 2010, at 6:00 p.m. in the Council Chamber of City Hall – 425 Tenth Street. The Honorable Mayor Gomez called the meeting to order and Council Member Huish led the invocation after the Pledge of Allegiance. Mayor Gomez proceeded to ask for roll call.

4. ROLL CALL

	PRESENT	ABSENT
MAYOR, DR. MICHAEL GOMEZ	X	
COUNCIL MEMBER MARGARET MORALES-WARD ONE	X	
COUNCIL MEMBER MITCH LINDEMANN-WARD TWO		X (excused)
COUNCIL MEMBER BOB FERNANDEZ - WARD THREE	X	
COUNCIL MEMBER RAY SHELTON – WARD FOUR	X	
COUNCIL MEMBER IVAN HUIH - WARD FIVE	X	
COUNCIL MEMBER RUDY QUIÑONEZ – WARD SIX	X	
CITY MANAGER - CURTIS SHOOK	X	
CITY ATTORNEY-JUAN PABLO FLORES	X	
FINANCE DIRECTOR-JORGE TREVIÑO	X	
CITY CLERK - BRENDA AGUILAR		X (excused)
EXECUTIVE ASSISTANT – ALMA ANDRADE	X	

5. PRESENTATION OF AWARDS.

Mayor Gomez presented the following awards for the Christmas Light Parade:

- 3rd Place Cox Communications
- 2nd Place APS
- 1ST Place Loretto School

“Douglas – the premier southwestern border community.”

6. PRESENTATION/DISCUSSION BY VICTOR GONZALEZ, ECONOMIC DEVELOPMENT CORPORATION, CONCERNING A SIX MONTH REPORT ON DOUGLAS REGIONAL ECONOMIC DEVELOPMENT ACTIVITIES.

Victor Gonzalez, Economic Development Corporation, gave a PowerPoint presentation concerning a six month report on Douglas Regional Economic Development Activities:

The following topics were discussed:

- Regional EDC Role
- Framework
- Structure
- DREDC: Values
- REDC Guiding Principles
- Core Principles
- Programs/Services
- Industrial/Commercial Attraction
- Moving Forward

Council Member Morales inquired what ideas would be considered in relation to the workforce for more employment at the call center since many positions were still available.

Victor Gonzalez stated the call center did have room for expansion; however, one of the critical needs was finding the skillset within the workforce. As a result, the call center has engaged the Regional EDC and in return, introductions have been made through Cochise College and Cochise County Workforce to look at how the pre-training program was established.

Mayor Gomez inquired how close the organization worked with people from Agua Prieta.

Victor Gonzalez explained that since the organization was fairly new, it had not engaged with Agua Prieta as much as they would like to and further explained what had occurred in the prior three months within the organization. Possibly, on January 1, they plan to engage Agua Prieta and the Arizona State Department of Commerce.

Mayor Gomez clarified he had not said the organization should work for Agua Prieta, but instead if there would be dialogue between the Agua Prieta Economic Development and the City of Douglas Economic Development.

Mayor Gomez further inquired if the organization would try to pursue that and Victor Gonzalez agreed.

Council Member Shelton inquired if there would be a reduction in passport cost for Mexico's residents.

Victor Gonzalez stated that he was not familiar with the issue, but follow-up could be conducted.

Council Member Shelton inquired how small industries or companies would be attracted to Douglas.

Victor Gonzalez indicated the board had been discussing that matter within the last four weeks to consider what makes Douglas competitive, adding that any action taken would need to be regional and it would include Agua Prieta.

Council Member Shelton stated information had to be spread.

Victor Gonzalez agreed and further explained that the focus at the beginning of the year would be on marketing and communications strategy. The organization will define what industries would be suitable for the region in order to pursue them through trade shows, by conducting targeted mailings, and by engaging the individuals involved within the industry.

Council Member Shelton inquired if there were fairs available to promote the community and to meet with businesses.

In response, Victor Gonzalez requested approval from Mayor and Council to present again within three months in order to provide information on events that exist throughout the nation, which would allow the organization to promote the region.

Council Member Huish inquired if the organization was in contact with Douglas High School or Cochise College in order to provide the skillset for the call center or other employer in order to make personnel more employable and if there was a short or long-term program to assist with the process.

Victor Gonzalez indicated the exercise with the call center had gone well. Furthermore, there was a partnership with Cochise College and the County Workforce Agency and customized training programs had been developed within weeks.

Victor Gonzalez further stated the workforce was predominately based on service and retail side and although employment was provided, continuous development of the skillset within the workforce was not provided.

As the Regional EDC is proactive in promoting the region and obtains knowledge of the various industries that might be attracted to this region, knowledge will be gathered concerning the specific skillsets that are attributed to that type of industry. Furthermore, as knowledge of those industries is gained, knowledge of the workforce and the skillsets that are needed will also be gained. At that point, the college would be engaged to develop that type of criteria.

Council Member Huish commented that if the youth could be prepared to go into the workforce, since not everyone might attend college, at the junior or senior level in high school it might be an important endeavor.

Victor Gonzalez agreed.

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

Mark A. Beal of Runway Fashions located at 205 1st Street, Douglas, AZ 85607, commented on the following:

- Parking issue for three businesses in the area.
- Suggested having customers park at the City's parking lot with a monthly rate paid by the business owners.

Gary Spivey, Douglas Rotary Club Representative and Douglas Centennial Planning Committee, of 6526 N. Laredo Drive in Douglas, AZ 85607, commented on the following:

- 2012 celebratory events and programs.
- Requested City representative for the committee.
- County Planning Committee currently working on traveling exhibits.
- Requested contribution from the City of Douglas.

Gwen Doyle of 1160 10th Street, Douglas, AZ 85607, commented on the following:

- Concerned regarding the Unite Douglas Committee recall effort against Mayor Gomez.
- Thanked Curtis Shook for publishing a personal letter on the local newspaper and suggested moving forward with City business.

Marty Valenzuela of 600 G. Avenue, Douglas, AZ 85607, commented on the following:

- Thanked Mayor and Council for addressing a personnel matter involving the City Manager, Curtis Shook.
- Provided criminal background information concerning Curtis Shook.
- Incident involving Curtis Shook's son.
- Requested employment termination of Curtis Shook.

Derek Garland of 1347 F. Avenue, Douglas, AZ 8507, commented on the following:

- Government transparency.
- Pending public records request.
- Suggested resignation of Curtis Shook.

Alma Andrade, Executive Assistant, informed Council that two voice mail messages had been left for Derek Garland at the cellular telephone number noted on the public records request form. Mr. Garland apologized since he noted the incorrect cellular number.

8. DISCUSSION/DECISION ON CONSENT AGENDA ITEMS:

A. EXPENDITURES FOR THE MONTH OF NOVEMBER 2010, TOTALING \$2,029,154.77

B. MEETING MINUTES FOR SEPTEMBER 15, 2010.

Motion by Council Member Morales, **second** by Council Member Quiñonez to approve the consent agenda items including expenditures for the month of November 2010, totaling \$2,029,154.77.

Roll Call: All members voted in favor. **MOTION PASSED**

9. DISCUSSION/DECISION ON APPROVAL TO AUTHORIZE THE LEASE OR SALE OF A CITY OF DOUGLAS PARCEL OF LAND LOCATED AT THE SOUTHEAST CORNER OF 7TH STREET AND CHIRICAHUA AVENUE.

Council Member Morales declared a conflict of interest since she is employed by Copper Queen Community Hospital recused herself, did not participate in the discussion, and did not vote.

Curtis Shook explained the item was a request to either purchase or lease land on the north side of the current Copper Queen Community Clinic on 5th Street. The land parcel was previously staked-out by the Engineering Department and confirmed by Copper Queen. Their intent is to add an addition to the building for imaging services.

Council Member Quiñonez suggested the City should hold on to the land because something big might come to Douglas in the future and the additional piece of land might be needed by the party purchasing the land. Additionally, he feels the land is worth a lot of money.

Council Member Huish stated that Council was asking staff to pursue what the sale would amount to, the numbers that would be involved, and City Staff would later present the information to Council for a decision.

Curtis Shook agreed.

Juan Pablo Flores further clarified the sale would entail placing the publicly owned land on bid.

Council Member Huish inquired if it would be for anyone to buy.

Juan Pablo Flores agreed.

Curtis Shook stated if it was Council's intention to have the terms of either the sale or lease presented to them again in order to accomplish a decision to either sell or lease, then Staff would present both the process and appropriate lease or sale amounts in accordance with appraisal or whatever would be necessary. However if it was not Council's inclination to consider the request, Mr. Shook suggested Council would need to direct staff not to pursue the matter.

Council Member Shelton commented he had examined the land on two occasions, it was not a significant amount of land, and a structure could be built there even if a small portion of land was sold, adding he did not have a problem with either the sale or lease.

Motion by Council Member Shelton, **second** by Mayor Gomez to approve direction for the sell and/or lease (the parcel of land located at the southeast corner of 7th Street and Chiricahua Avenue).

Mayor Gomez inquired if the majority of the seven Council Members would be needed in order to sell, lease, or rent.

Council Member Fernandez commented from the perspective of a buyer or lessor that it would be difficult to make plans with a five to ten year lease and if he was Copper Queen's representative, a lease option would not be pursued because permission would have to be requested to increase a building size or to request more land. Council Member Fernandez further commented that by appearance, Copper Queen Community Hospital seemed to be growing rapidly.

Therefore, signing a lease would not be convenient for Copper Queen nor would it be convenient for the City to offer a long-term lease.

Ruth Kish, Copper Queen Community Hospital and Copper Queen Medical Associates Clinics C.O.O., requested for Council to entertain either the sale or lease of the small parcel of land.

Ms. Kish further explained the land would be mainly a parking lot because they have sufficient land for the expansion of their clinic, but it would not meet City Code for parking without additional space. The additional construction would house doctors' offices, visiting physicians or telemedicine work.

Copper Queen would be willing to purchase the land; however, it was their understanding the City did not want to carve up the piece of property. That is the reason they felt a lease would be appropriate in order to move forward with possibly a five to ten year plan.

Mayor Gomez inquired if there was a timeline or deadline to expend grant money for the expansion.

Ruth Kish stated they had an additional year to expend the telemedicine grant funding, but they would also move their surgeon along with other physicians into the building. It would take approximately one to one year and a half to be ready to do the work since work was currently taking place in Palominas and as long as the economy would allow it to occur.

In closing, Ms. Kish reiterated that it would be approximately one to one year and a half before additional space would be needed.

Mayor Gomez asked Curtis Shook to explain the sale process.

In response, Mr. Shook stated sale of land by Charter and Ordinance would require a process in which there would be a minimum bid standard established by a registered appraiser. The property would then be bid out and anyone would have an opportunity to bid on it as long as their bid at least met the minimums that were approved by Council and the bid documents in addition to legal requirements for publishing.

Council Member Huish stated that if the City agreed to the sale and if Copper Queen Community Hospital's bid was not the highest bid, they would not obtain the land. However, if a lease was pursued it would be between Copper Queen Community Hospital and the City.

Ruth Kish stated they were hoping for a very long lease agreement in order to allow the City to make future changes for a different project.

Council Member Huish inquired if variance parking requirements had been considered.

Ruth Kish stated it could be done, but it might not serve their patients well.

Council Member Huish agreed.

Mayor Gomez inquired if Copper Queen Community Hospital would be able to include an escape clause in the lease agreement in the event funding would not be available in the future.

Ruth Kish stated the issue had not been discussed with the hospital finance staff, but they would be open to working it out to where the parking lot spaces would be utilized for an extended period of time. It does not have to do with whether or not they can get a grant, but if they could get construction project funding.

Council Member Shelton suggested the City might be able to construct the parking lot and charge rent or Copper Queen could possibly construct the parking lot and whatever the City could put into it since the small land parcel might not be used for anything else.

In response Ruth Kish stated the Copper Queen Organization would be happy to work with the City on what might benefit the City also, adding the expansion would add five or seven jobs, which would contribute to the medical needs of the community.

Roll Call: All members voted in favor. **MOTION PASSED**

Council Member Morales returned to the meeting after the vote was taken.

10. DISCUSSION/DECISION ON APPROVAL OF REVISED TEMPORARY EMPLOYEE SALARY SCHEDULE REFLECTING THE MINIMUM WAGE INCREASE FROM \$7.25 TO \$7.35 PER HOUR, EFFECTIVE JANUARY 1, 2011.

Ana Urquijo, Human Resources Director, explained the scheduled minimum wage increase was part of an initiative approved several years prior. The last increase took place in 2008 and the Industrial Commission of Arizona approved the minimum wage increase in October 2010. Therefore, the City's salary system would need to be aligned with the State and Federal systems, which would result in a ten-cent adjustment in the City's salary schedule.

Motion by Council Member Huish, **second** by Council Member Quiñonez to approve the revised temporary salary schedule.

Council Member Huish inquired if the issue before them was just for housekeeping and Ana Urquijo agreed.

Council Member Quiñonez inquired the reason restaurants and bars were not paying the minimum wage.

Ana Urquijo explained the food industry was different under FLSA (Federal Labor Standards Act) Law due to tipping schedules and I.R.S. (Internal Revenue Service) regulations, which guide restaurants to have employees report on a monthly basis. If the earnings do not equal to at least the minimum wage, then adjustments have to be made.

Roll Call: All members voted in favor. **MOTION PASSED**

11. DISCUSSION/DIRECTION CONCERNING THE INSTALLATION OF SECURITY CAMERAS AT THE CLUBHOUSE AND GOLF COURSE.

Council Member Quiñonez stated that his recommendation was for the installation of security cameras on the outside of the Municipal Golf Course because it is a dark area and if possible installation of security cameras in the inside as well. He further commented that in the past there had been issues concerning the loss of money, adding something could go wrong and feels uncomfortable without the security cameras.

Mayor Gomez inquired if a study had been conducted to determine the installation cost for security cameras.

Curtis Shook stated the initial installation would cost approximately \$7,500 and depending on the number of cameras in the inside and outside area that would dictate the total price.

Curtis Shook further stated the expenditure had not been budgeted, but staff could conduct the research and present the expenditure amount to the Council along with a suggested funding line for the expenditure.

Council Member Quiñonez suggested adding the expense to the budget in the following year and Curtis Shook agreed and stated the amount could be added in the capital budget.

Motion by Council Member Quiñonez, **second** by Council Member Morales to approve direction to staff to work on the project, to see how much it costs, and to include it in the next year's budget.

Council Member Huish suggested obtaining input from the new golf course manager to include location and how many. He further commented that he did not believe there was such a serious problem since there was security for events during the night.

Council Member Shelton stated he would not mind having cameras installed, but expressed concern regarding excessive lighting that could be an interference for the residents in the area.

Roll Call: All members voted in favor. **MOTION PASSED**

12. DISCUSSION/DIRECTION PERTAINING TO FUTURE CEMETERY ORDINANCE AMENDMENTS.

Juan Pablo Flores explained modifications had been suggested by several Council Members, explained administrative involvement concerning the cemetery, and informed the ordinance had been modified in 2008. Mr. Flores further commented on issues of concern involving funeral arrangements and requested direction from Council to form a committee.

Council Member Quiñonez expressed concern regarding upcoming cemetery increases, plot purchases, and plot reversion to the City.

Juan Pablo Flores commented on a situation of plot reversion to the City and suggested language should be added once a study was conducted. Mr. Flores further suggested a way of communication to simplify the problem.

Council Member Quiñonez stated that in the past, a one-year agreement had been in place to allow payment of a reservation.

Juan Pablo Flores stated different scenarios could be presented to Council in the future and further stated a year would be reasonable.

Mayor Gomez inquired if budget problems could be created by allowing a one-year timeframe.

In response, Curtis Shook stated the City had been working with indigent families by issuing payment plans through the City Clerk's office, but it was required to have full payment by the end of the fiscal year in June. Otherwise, there would be accounting and auditing issues.

Juan Pablo Flores commented there were complicated issues that could occur as a result of nonpayment.

Council Member Morales suggested that there should be specification concerning who should be able to purchase certain plots.

Juan Pablo Flores stated that it was the cause and effect of not having a reservation policy.

Council Member Morales stated she would be willing to serve on the cemetery committee.

Council Member Fernandez inquired if there was a State or Federal Law that did not allow the burial of two bodies in the same plot.

Juan Pablo Flores stated that he was unaware of Federal Law; however, local law allowed the burial of one casket and one urn in the same plot.

Council Member Huish inquired if a business license requirement could be implemented to require a funeral home to make the customers aware of the need of a cemetery plot as part of the overall funeral program.

Juan Pablo Flores stated that it was a very good point. Mr. Flores further reassured Council Member Fernandez that burial of two, one casket and one cremation, per plot was a City requirement since the State allowed the City to regulate its cemetery.

Juan Pablo Flores addressed Council Member Quiñonez concerning the cemetery fee increases and explained the increases had been established in an attempt to have the cemetery program pay for itself since it had been previously in the red. Mr. Flores further stated a future update would be provided.

Mayor Gomez stated a motion was on the floor and requested roll call. However, a review of the audio recording confirmed that a motion had not been made.

Roll Call: All members voted in favor. **MOTION PASSED**

13. DISCUSSION/DECISION ON APPROVAL OF THIRD READING OF ORDINANCE NO. 10-989, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF DOUGLAS, COCHISE COUNTY, ARIZONA, AMENDING ORDINANCE NO. 10-980, PERTAINING TO THE DOUGLAS FIRE DEPARTMENT EMERGENCY MEDICAL SERVICES (EMS) FEES; ESTABLISHING SEVERABILITY OF COMPONENTS OF ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE THEREOF.

Curtis Shook explained the rate amendment was necessary due to an Arizona Department of Health Services rate decree proposal, the mileage fee would be modified from \$16.00 per mile to \$11.61 per mile.

Motion by Council Member Huish, **second** by Council Member Shelton to approve the third reading of Ordinance No. 10-989 by number and title only.

Roll Call: All members voted in favor. **MOTION PASSED**

14. DISCUSSION/DECISION ON APPROVAL OF SECOND READING OF ORDINANCE NO. 10-995, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF DOUGLAS, COCHISE COUNTY, ARIZONA, AMENDING THE DOUGLAS MUNICIPAL CODE (DMC) ALLOWING FOR A CRIMINAL ORDINANCE TO BE ALTERNATIVELY CITED AS A CIVIL VIOLATION; ESTABLISHING SEVERABILITY OF COMPONENTS OF ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE THEREOF.

Curtis Shook stated there was a conflict concerning civil penalties that were going to the Justice of the Peace Court when they could be handled by the Magistrate Court. The modification would require all civil violations to be heard by the Magistrate Court.

Motion by Council Member Huish, **second** by Council Member Quiñonez to approve the second reading of Ordinance No. 10-995 and to place it on third reading by number and title only.

Mayor Gomez inquired if the matters were heard in Magistrate Court, it would not require sharing as much revenue with the State.

Curtis Shook stated that it would be probably true. He further explained that in the last few years the State had started to increase the amount of revenue collection at the local level.

Roll Call: All members voted in favor. **MOTION PASSED**

15. DISCUSSION/DECISION ON APPROVAL OF SECOND READING OF ORDINANCE NO. 10-996, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF DOUGLAS, COCHISE COUNTY, ARIZONA, AMENDING THE CITY CODE CHAPTER 8.08 RELATING TO FIRE PREVENTION BY ADDING REGULATIONS FOR THE USE OF FIREWORKS; ESTABLISHING SEVERABILITY OF COMPONENTS OF ORDINANCE; AND DECLARING AN EMERGENCY.

Curtis Shook explained legislation had been passed at the State level that would allow the sale of fireworks locally and it would be up to each locality to make determinations.

Juan Pablo Flores explained the deregulation of fireworks by the State and the fireworks the City would be allowing under the ordinance, adding the City could outlaw the use, but not the sale of fireworks.

Mayor Gomez inquired if sale of fireworks was taking place in the City at the current time.

Juan Pablo Flores stated he was unaware of anyone filing for a business license.

Motion by Council Member Huish, **second** by Council Member Quiñonez to approve the second reading of Ordinance No. 10-996 and to place it on third reading by number and title only and declaring it an emergency.

Council Member Morales inquired if there was a prohibition for the use of fireworks in a backyard.

Juan Pablo Flores stated that fireworks could be used in a backyard except for aerial fireworks and indicated a picture of fireworks had been included with the agenda packet.

Council Member Huish inquired if the State would be accepting liability for damage caused through the use of fireworks.

Juan Pablo Flores informed the Council that the State would not accept liability.

Mayor Gomez inquired if all options had been considered.

Juan Pablo Flores indicated the model that was used had been issued by the Arizona League of Cities and Towns, which had simplified the process. Mr. Flores further stated he had previously suggested consideration of a fee increase to the business license fee, but unless there was a change, the current license fee would apply.

Mayor Gomez inquired if there was an inclusion of fines in the ordinance.

Juan Pablo Flores indicated civil fines had been included.

Roll Call: All members voted in favor. **MOTION PASSED**

Motion by Council Member Shelton, **second** by Council Member Quiñonez to approve the third reading of Ordinance No. 10-996 and declaring it an emergency.

Roll Call: All members voted in favor. **MOTION PASSED**

16. **DISCUSSION/DECISION ON APPROVAL OF RESOLUTION NO. 10-821 A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF DOUGLAS, COCHISE COUNTY, ARIZONA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR STATE HOUSING FUNDS (WHICH MAY INCLUDE FEDERAL FUNDING THROUGH THE HOME INVESTMENT PARTNERSHIP PROGRAM OR STATE HOUSING FUNDS), CERTIFYING THAT SAID APPLICATION MEETS THE COMMUNITY'S HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE HOUSING PROGRAMS, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES IN SAID APPLICATION.**

Curtis Shook explained the application process and program.

Motion by Council Member Morales, **second** by Council Member Shelton, to approve Resolution No. 10-821.

Roll Call: All members voted in favor. **MOTION PASSED**

17. **DISCUSSION/DECISION ON APPROVAL OF RESOLUTION NO. 10-822 A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF DOUGLAS, COCHISE COUNTY, ARIZONA, ADOPTING REVISIONS TO THE HOUSING REHABILITATION GUIDELINES FOR FY 2010/2011.**

Curtis Shook stated the Housing Rehabilitation Guidelines had been revised in July of 2009 and reflects policies as required by the Arizona Department of Housing Authority. The Public Housing Authority would be applying for Owner Occupied Housing Rehabilitation funds from Arizona Department of Housing and the guidelines would have to be updated in order to be in compliance and to be able to apply for the funds.

Christina Gomez, Neighborhoods, Housing, and Grants Director, highlighted some of the changes and further explained that one of the changes in the emergency home repair program was an increase to the limit on the amount allowed for expenditure from \$10,500 to \$15,000.

Motion by Council Member Quiñonez, **second** by Council Member Huish, to approve Resolution No. 10-822.

Roll Call: All members voted in favor. **MOTION PASSED**

18. MAYOR'S REPORT.

- December 1, 2010, Arizona Department of Transportation (A.D.O.T.) Meeting Update.
 - Thanked the A.D.O.T. Director on behalf of the Council for their support with the Chino Road Extension.
- December 2, 2010, Arizona/Mexico Commission Meeting Update.
 - Phoenix meeting with approximately 350 in attendance.
 - Impressed by the attendance of Mexican Officials from the governor's office.
 - Introduced to key personnel.
 - Spoke to the governor.

19. COUNCIL MEMBERS' REPORTS.

None

20. CITY MANAGER'S REPORT.

- Local Sales Tax Collection Update.
 - Periodic Department of Revenue report based on sales tax collection.
 - Financial report provided by Jorge Treviño, Finance Director, from October 29 – December 3.
 - Business sales tax collection from October and tax returns due on November 20.
 - 1050 tax return forms mailed by the City.
 - 904 tax return forms were returned.
 - \$427,417.01.
 - More than \$800,000 collected between the State in combination with local collection, which included the September amount in the month of November.
 - Budget target, \$300,000 monthly.

- November tax returns.
- Department of Revenue issues.

21. CITY ATTORNEY’S REPORT.

None.

22. ADJOURNMENT:

Motion by Council Member Shelton, **second** by Council Member Huish to adjourn the meeting at 8:15 p.m. unanimously passed.

Prepared By:

Brenda Aguilar
City Clerk