



**LEGAL ACTION SUMMARY**

**\*\*\*DUE TO COVID-19, SEATING CAPACITY IS LIMITED TO NO MORE THAN 10 ATTENDEES\*\*\***

**\*\*\*MEETING BROADCAST LIVE ON TOWN OF GUADALUPE FACEBOOK PAGE\*\*\***

**NOTICE OF REGULAR MEETING  
OF THE GUADALUPE TOWN COUNCIL**

**THURSDAY, FEBRUARY 11, 2021**

**6:00 P.M.**

**GUADALUPE TOWN HALL  
9241 SOUTH AVENIDA DEL YAQUI, MUSEUM ROOM  
GUADALUPE, ARIZONA**

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

Anita Cota Soto  
Councilmember

Agendas/Minutes:  
[www.guadalupeaz.org](http://www.guadalupeaz.org)

Town Council Chambers  
9241 S. Avenida del Yaqui  
Guadalupe, AZ 85283  
Phone: (480) 730-3080  
Fax: (480)-505-5368

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Town of Guadalupe Council and to the general public that the Guadalupe Town Council will hold a meeting, open to the public, on Thursday, February 11, 2021, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. INVOCATION/PLEDGE OF ALLEGIANCE
- D. APPROVAL OF MINUTES
  - 1. Approval of the January 28, 2021, Town Council Regular Meeting Minutes.

**APPROVED**

E. CALL TO THE PUBLIC: An opportunity is provided to the public to address the Council on items that are not on the agenda or included on the consent agenda. A total of 3 minutes will be provided for the Call to the Audience agenda item, unless the Council requests an exception to this limit. Please note that those wishing to comment on agenda items posted for action will be provided the opportunity at the time the item is heard.

F. MAYOR and COUNCIL PRESENTATIONS: Maria Munoz Proclamation

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. **INTERNAL AUDIT REPORT:** Mayor and Council will receive a presentation from Matt Bingham of Colby & Powell, PLC, Certified Public Accountants, regarding the Town of Guadalupe audit report for fiscal year 2019/2020, ending June 30, 2020. Council will consider and may accept the audit report; and, may provide direction to the Town Manager / Clerk.

**PRESENTATION AND DISCUSSION**



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**2. COVID-19 ACTION UPDATE:** Mayor and Council will receive an update from Town staff regarding current Town of Guadalupe COVID-19 positive case rates, scheduled testing, vaccination information, Town service and steps taken to safe guard public health and safety in response to the Coronavirus. Council may provide direction to the Town Manager / Clerk. *Material for this agenda item will be provided at the meeting.*

#### **PRESENTATION AND DISCUSSION**

**3. SOLID WASTE COLLECTION SERVICE PROPOSED RATE INCREASE INTRODUCTION:** Mayor and Council will receive a solid waste services financial status report and rate analysis including current financials, five year projected revenues and expenditures, and proposed solid waste service rate increase options for Council consideration. Should a rate increase ultimately be proposed, to comply with Arizona Revised Statutes, public notice would be required on April 23, 2021; 60 days prior to the FY2021/2022 Final Budget adoption date scheduled for June 24, 2021.

#### **PRESENTATION AND DISCUSSION**

**4. RIGHT AWAY DISPOSAL (RAD) CONTRACT RENEWAL AMENDMENT NO. 1:** Mayor and Council will consider and may take action to approve Amendment No. 1, (C2020-01A) to a contract with Right Away Disposal (RAD) for solid waste collection services. The Town Council initially approved the RAD contract on January 9, 2020. Amendment No. 1 implements an annual rate increase of 1.17% for solid waste services. This amendment complies with the terms of the original contract where annual rate increases shall be in an amount not to exceed the twelve (12) month change in the Consumer Price Index as published by the United States Department of Labor, Bureau of Labor Statistics, or 5% greater than the current monthly fee, whichever is less. The 1.17% increase would increase the rate charged to the Town from \$20.14 to \$20.38 for monthly one bin service. Council may provide direction to the Town Manager / Clerk.

**APPROVED**

**5. REQUEST FOR PROPOSALS – TOWN-OWNED LAND:** Mayor and Council will consider and may take action authorizing staff to issue a Request for Proposals (RFP) to solicit interest in the lease and/or sale and development of Town-owned parcels. The locations of the parcels are: 5603 East Calle Iglesia, 5604 East Calle Mexico, northeast and northwest corners of Avenida del Yaqui and Guadalupe Road; 9050 South Avenida del Yaqui, and 9241 South Avenida del Yaqui. If approved, the RFP will be issued on February 22, 2021, with a response due date of March 31, 2021. Council may provide direction to the Town Manager / Clerk.

**APPROVED**

**6. CONSULTANT ENGINEERING INCORPORATED (CEI) CONTRACT AMENDMENT NO. 2:** Mayor and Council will consider and take action to award contract Amendment No. 2 (C2020-02B) for additional services to establish temporary construction easements on private property necessary to complete the \$5 million federally funded Avenida del Yaqui street improvement project to Consultant Engineering Incorporated in the amount of \$32,708. Right-of-way acquisition expenses are not eligible for federal funds. Amendment No. 2 is funded through the approved fiscal year 2020/2021 Town Highway User Revenue Fund (HURF) budget where \$186,806 has been allocated for the Avenida del Yaqui project and related right- of-way expenses. Council may provide direction to the Town Manager / Clerk.

**APPROVED**



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**7. RIGHT OF WAY WARRANTY DEED:** Council will consider and may take action to approve a Warranty Deed (C2021-12) to dedicate 83 square feet of Town-owned property located at 8413 South Avenida del Yaqui, where the Fire Station is located, to the Town as public right of way for sidewalk improvements as part of the federally funded \$5 million Avenida del Yaqui street improvement project. Approval of this Warranty Deed would transition Town-owned property to Town right of way. Council may provide direction to the Town Manager / Clerk.

**APPROVED**

**8. AVENIDA DEL YAQUI – SCHOOL DISTRICT SIDEWALK EASEMENT:** Council will consider and may take action to approve a Sidewalk Easement (C2021-13) from School District No. 3 (Tempe Elementary) of Maricopa County, Arizona to allow legal access for the right of ingress and egress for the purpose of installations, maintenance and replacement over, under, and across. This easement allows for construction and on-going maintenance of a sidewalk as part of the Avenida del Yaqui street improvement project. The 205 square foot easement would be located at the immediate northeast corner of Calle Magdalena and Avenida del Yaqui. Council may provide direction to the Town Manager / Clerk.

**APPROVED**

**9. HIGHLINE CANAL PATH LIGHTING DESIGN PROJECT:** Mayor and Council will consider and may take action to award contract (C2021-14) to the Town Engineer, Dibble Engineering for design, bid process, construction administration, and inspection services for the conversion of Highline Canal pathway lighting from a battery powered solar lighting system to an electric powered system in the amount of \$77,981. The purpose of this project is to resolve the ongoing theft, vandalism, and maintenance problems to provide a safe, efficient, improved, and cost effective pedestrian path lighting system. Funding for this contract is through the approved fiscal year 2020/2021 Town Highway User Revenue Fund (HURF) and General Fund Capital Outlay budgets. Council may provide direction to the Town Manager / Clerk.

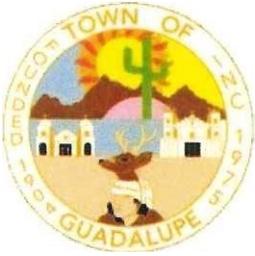
**APPROVED**

**10. DIBBLE ENGINEERING CONTRACT:** Mayor and Council will consider and may take action to award a five-year contract (C2021-15) for Town Engineer services to Dibble Engineering to provide ongoing engineering related services to the Town. Dibble Engineering was initially awarded the Town Engineer contract by Council on January 28, 2016, with a term expiring February 1, 2021. This staff recommended contract, if awarded, would commence on February 1, 2021, expiring on February 1, 2026. This contract is funded annually through the Highway User Revenue Fund (HURF). Council may provide direction to the Town Manager / Clerk.

**APPROVED**

**11. ARIZONA RESTAURANT SUPPLY, INC. CONTRACT:** Mayor and Council will consider and may take action to award a contract (C2021-16) for the purchase, installation, and warranty of a walk-in refrigerator for the Senior Center, to Arizona Restaurant Supply, Inc., in the amount of \$39,557.96. The existing walk-in refrigerator has exceeded its serviceable life expectancy and requires on-going repair. Funding for replacing the walk-in refrigerator is through a grant from the Area Agency on Aging. Staff received three bids and recommends awarding the contract to Arizona Restaurant Supply, Inc., because Arizona Restaurant Supply, Inc., provided the lowest bid for the product, installation, and warranty. Council may provide direction to the Town Manager / Clerk.

**APPROVED**



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**12. TOWN FINANCIAL SESSIONS CALENDAR:** Staff will present the schedule of upcoming Council meetings where fiscal review, budget review and adoption, and rate review and adoption agenda items will be scheduled for upcoming presentations to Council. Council may provide direction to the Town Manager / Clerk.

### **PRESENTATION AND DISCUSSION**

**13. CLAIMS:** Council will consider and may take action to approve the check register for January 2021, totaling \$488,088.96. Council may provide direction to the Town Manager / Clerk.

### **APPROVED**

H. TOWN MANAGERS' COMMENTS

I. COUNCILMEMBERS' COMMENTS

J. ADJOURNMENT