



## Minutes Town Council Regular Meeting December 9, 2021

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

Anita Cota Soto  
Councilmember

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

Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, December 9, 2021, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

A. Mayor Molina called the meeting to order at 6:04 p.m.

### B. ROLL CALL

Councilmembers Present: Mayor Valerie Molina. The following councilmembers participated via video conference: Vice Mayor Ricardo Vital, Councilmember Mary Bravo, and Councilmember Joe Sánchez

Councilmembers Absent: Councilmember Gloria Cota, Councilmember Elvira Osuna, and Councilmember Anita Cota Soto

Staff Present: Jeff Kulaga – Town Manager / Clerk, Sara Farrar, COVID-19 Consultant, and Jennifer Drury – Assistant to the Town Manager. The following individuals participated via video conference: David Ledyard – Town Attorney, Vince Gibbons – Town Engineer, and Wayne Clement – Fire Chief

### C. INVOCATION/PLEDGE OF ALLEGIANCE

Councilmember Bravo provided the invocation. Mayor Molina then led the Pledge of Allegiance.

### D. APPROVAL OF MINUTES

1. Approval of the November 18, 2021, Town Council Regular Meeting Minutes.

**Motion by Councilmember Bravo to approve agenda item D1; second by Vice Mayor Vital. Motion passed unanimously on a voice vote 4-0.**

1. Councilmembers approved the November 18, 2021, Town Council Regular Meeting Minutes.

### E. CALL TO THE PUBLIC

Daniel Perez, community member, discussed his role serving as a Community Liaison for the Tempe Union High School District.

A Councilmember requested that Mr. Perez provide a presentation at a Council meeting in January.

F. MAYOR and COUNCIL PRESENTATIONS: None.

### G. DISCUSSION AND POSSIBLE ACTION ITEMS:

#### 1. COVID-19 ACTION UPDATE

Jeff Kulaga, Town Manager / Clerk, provided an update regarding current Town of Guadalupe COVID-19 positive case rates, scheduled testing, vaccination information, Town services and steps taken to safeguard public health and safety in response to the Coronavirus. Mr. Kulaga stated that the vaccination rate for Guadalupe residents is between 42% and 48%. 293 people were vaccinated at a recent vaccination clinic. There are four upcoming vaccination clinics. On Saturday, December 18,



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there will be a free drive/walk through Navidad en Guadalupe event in the parking lot of Town Hall. There will be gifts, product giveaways, and live entertainment. Mr. Kulaga emphasized the importance of wearing masks, socially distancing, practicing good hygiene, and getting vaccinated.

In response to a question, Vice Mayor Vital provided the dates for the upcoming vaccination clinics and types of vaccines that will be available.

Mayor Molina requested that reopening the Mercado for special events be considered at a Council meeting in January.

## **2. PUBLIC HEARING – 2018 INTERNATIONAL FIRE CODE ADOPTION (ORDINANCE NO. O2021.03)**

Mayor Molina stated that this is a public hearing to consider adoption of an ordinance amending the Town of Guadalupe Code of Ordinances, Title III, Administration, Chapter 33, Police and Fire Departments, § 33.31, to adopt the 2018 International Fire Code.

**Motion by Vice Mayor Vital to open the public hearing; second by Councilmember Bravo. Motion passed unanimously on a voice vote 4-0.**

Mayor Molina opened the public hearing. No members of the public spoke.

Jeff Kulaga, Town Manager / Clerk, stated that this agenda item is related to G3 to adopt the 2018 International Fire Code, to supercede the 2012 IFC.

**Motion by Vice Mayor Vital to close the public hearing; second by Councilmember Bravo. Motion passed unanimously on a voice vote 4-0.**

Councilmembers held a public hearing to consider adoption of an ordinance amending the Town of Guadalupe Code of Ordinances, Title III, Administration, Chapter 33, Police and Fire Departments, § 33.31, to adopt the 2018 International Fire Code.

## **3. 2018 INTERNATIONAL FIRE CODE ADOPTION (ORDINANCE NO. O2021.03)**

Mayor Molina stated that this agenda item is for Council to consider adopting an ordinance amending Title III, Administration, Chapter 33, Police and Fire Departments, § 33.31 to adopt the 2018 International Fire Code.

Jeff Kulaga, Town Manager / Clerk, stated that this agenda item is to adopt the 2018 International Fire Code. The Town is currently operating under the 2012 IFC. Adoption of the 2018 IFC will bring the Town's fire code up to current regulatory standards.

In response to a question, Wayne Clement, Fire Chief, stated that the State of Arizona will be implementing the 2018 International Fire Code (IFC) in January. The State is currently operating under the 2021 IFC. The Fire Code is reviewed and updated every three years. A majority of cities in Arizona are operating under the 2018 IFC and are in the process of adopting the 2021 IFC. Adoption of the 2018 IFC aligns the Town's Fire Code with the State of Arizona IFC. There are provisions in the 2021 IFC that the Town may want to adopt related to battery storage and solar panel regulations.

A Councilmember requested that the Town consider adopting the 2021 IFC within the next six months. Mr. Clement stated that the Building Code should be aligned with the State of Arizona Building Code as well.

**Motion by Councilmember Bravo to approve agenda item G3; second by Councilmember Sánchez. Motion passed unanimously on a voice vote 4-0.**



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Councilmembers adopted **ORDINANCE NO. O2021.03** amending Title III, Administration, Chapter 33, Police and Fire Departments, § 33.31 to adopt the 2018 International Fire Code.

#### **4. AWARD OF CONTRACT – HOMELESSNESS SERVICES**

Mayor Molina stated that this agenda item is for Council to consider awarding a contract to Chicanos por la Causa in the amount of \$325,000 for the provision of homelessness services. The purpose of this contract is to provide services to homeless individuals or members of households in the Town of Guadalupe in the following areas: obtaining and retaining permanent housing, community outreach, access to shelter, supportive services, track data utilizing the Homeless Management Information System, address substance abuse, healthcare and behavioral health, and resources for COVID-19 testing, vaccinations, and treatment. The contract amount is \$325,000 and is funded by Town Council approved COVID-19 funds provided by the Pascua Yaqui Tribe.

Jeff Kulaga, Town Manager / Clerk, stated that staff is recommending approval of a homelessness services contract with Chicanos por la Causa (CPLC). The Town issued a Request for Proposals and received two proposals in response. CPLC will conduct a needs assessment for the homeless population in Town. Included in the contract is a list of services that CPLC will be providing.

A Councilmember noted that the contract expires in December 2022. In response to a question, Mr. Kulaga noted that the \$325,000 contract is funded by COVID-19 funds provided by the Pascua Yaqui Tribe. Once the funding has been depleted, the Council may wish to renew the contract, however how the contract would be funded is unknown at this time. It is also unclear if additional COVID-19 funding or grants will be available in the future, and if so, if homeless services would qualify under the funding criteria. The Towns' General Fund would be a funding option, with Council direction.

In response to a question, a representative from CPLC stated that homeless individuals will be connected with a service provider that is located closest to the Town, in cases where a specific service is not available in Town. An example of this could be for behavioral health services. CPLC provides various services throughout the Valley.

In response to a question, a representative from CPLC stated that housing counselors will assess what services each homeless individual needs. Emergency housing is an option and is contracted through extended stay hotels. The assessment will identify barriers and engage the homeless in workforce development programs so homeless individuals are able to generate income. There are funds that will be used to assist families to move into permanent housing. CPLC will also connect individuals with childcare resources. There is also funding available for assisting individuals with rent, cleaning supplies, food, and various supplies.

In response to a question, a representative from CPLC stated that CPLC will reach out to the Maricopa County Sheriff's Office and the Guadalupe Fire Department to advise them of the services offered by CPLC. CPLC representatives will offer services to the homeless population in the field as well as providing remote services via telephone. CPLC will ensure that all parties are served in a safe fashion.

A Councilmember noted that there are 32 homeless individuals in Town and asked what data markers will be used to measure how many homeless individuals receive housing services. A representative from CPLC stated that CPLC will track what is occurring with each of the individuals being served. CPLC will provide additional information at a later date regarding how unaccompanied minors will be served under the contract.

Mayor Molina requested a program update in March from CPLC.

**Motion by Vice Mayor Vital to approve agenda item G4; second by Councilmember Bravo. Motion passed unanimously on a voice vote 4-0.**



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Councilmembers awarded a contract (C2021-71) to Chicanos por la Causa in the amount of \$325,000 for the provision of homelessness services. The purpose of this contract is to provide services to homeless individuals or members of households in the Town of Guadalupe in the following areas: obtaining and retaining permanent housing, community outreach, access to shelter, supportive services, track data utilizing the Homeless Management Information System, address substance abuse, healthcare and behavioral health, and resources for COVID-19 testing, vaccinations, and treatment. The contract amount is \$325,000 and is funded by Town Council approved COVID-19 funds provided by the Pascua Yaqui Tribe.

#### **5. TOHONO O'ODHAM NATION GRANT-IN-AID AGREEMENT (RESOLUTION NO. R2021.27)**

Mayor Molina stated that this agenda item is for Council to consider adopting Resolution No. R2021.27 authorizing the Mayor, or designee, to execute a grant-in-aid agreement (C2021-72) between the Tohono O'odham Nation and the Town of Guadalupe to accept an awarded 12% local revenue sharing contribution in the amount of \$80,000 for renovations to the Senior Center patio and craft room. Adoption of the resolution authorizes the Mayor, or designee, to sign all necessary documents in furtherance of this agreement.

Jeff Kulaga, Town Manager / Clerk, stated that adoption of the resolution authorizes the Town to accept \$80,000 in grant funding to pay for renovations to the Senior Center craft room and patio.

**Motion by Councilmember Bravo to approve agenda item G5; second by Vice Mayor Vital.  
Motion passed unanimously on a voice vote 4-0.**

Councilmembers adopted **RESOLUTION NO. R2021.27** authorizing the Mayor, or designee, to execute a grant-in-aid agreement (C2021-72) between the Tohono O'odham Nation and the Town of Guadalupe to accept an awarded 12% local revenue sharing contribution in the amount of \$80,000 for renovations to the Senior Center patio and craft room. Adoption of the resolution authorizes the Mayor, or designee, to sign all necessary documents in furtherance of this agreement.

#### **6. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (AMENDMENT TO RESOLUTION NO. R2021.25)**

Mayor Molina stated that this agenda item is for Council to consider adopting an amendment to Resolution No. R2021.25 by adding clarifying language regarding the Town being responsible for operations and maintenance of the Town's wastewater system. Adoption of the resolution authorizes the Mayor and Town Manager / Clerk to execute any documents in furtherance of this application.

Jeff Kulaga, Town Manager / Clerk, stated that at the November 18, 2021, Regular Council Meeting, the Council adopted a resolution authorizing the Town to submit an application for Community Development Block Grant funding (CDBG) to Maricopa County for the sewer line repair program. A resolution is also required to accompany the application. The proposed amendment to the resolution adds clarifying language regarding the Town being responsible for the operations and maintenance of the Town's wastewater system. If adopted, staff will forward the amended resolution to the County.

**Motion by Councilmember Bravo to approve agenda item G6; second by Vice Mayor Vital.  
Motion passed unanimously on a voice vote 4-0.**

Councilmembers adopted an **AMENDMENT** to **RESOLUTION NO. R2021.25** by adding clarifying language regarding the Town being responsible for operations and maintenance of the Town's wastewater system. Adoption of the resolution authorizes the Mayor and Town Manager / Clerk to execute any documents in furtherance of this application.





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## 7. TRIBAL REVENUE SHARING GRANT UPDATE

Jeff Kulaga, Town Manager / Clerk, provided an update summarizing the 2021 tribal revenue sharing grant requests submitted and grants awarded. Twelve tribal revenue sharing grants were requested this year totaling \$751,000. Of that, three grants totaling \$240,000 were awarded for needed equipment and repairs. Mr. Kulaga reviewed how the grant funds have been allocated and thanked each of the tribal entities that awarded grant funds to the Town. Annually, staff applies for up to \$1 million in tribal revenue sharing funds. The 2022 grant request recommendations will be scheduled for a Council meeting in March. The applications include a letter from the Mayor, a resolution from the Town, and an application provided by each of the tribal entities. Entities requesting letters of support to include with their tribal revenue sharing applications must submit their request a minimum of 30 days prior to the application due date.

## 8. SIDEWALK REPAIR UPDATE

Jeff Kulaga, Town Manager / Clerk, provided a report regarding sidewalk repairs at 31 locations throughout town. The repairs will begin on December 10, 2021, and continue through the end of January, 2022. The total cost of the project is \$26,420, as approved by Town Council at the October 28, 2021, Regular Council meeting. The original number of repairs identified was 23, however, Tempe has since identified 8 additional areas in need of repair, at no extra cost to the Town. The 31 locations are outlined in the meeting materials. A majority of the repairs will be done on weekends.

## H. TOWN MANAGERS' COMMENTS

Jeff Kulaga, Town Manager / Clerk

- Saturday, December 18, 2021 – Navidad en Guadalupe sponsored by the Pascua Yaqui Tribe and the Town of Guadalupe.
- Wished everyone happy holidays, Merry Christmas, and a Happy New Year.

## I. COUNCILMEMBERS' COMMENTS

Councilmember Sánchez

- Thanked staff for their work.
- Wished everyone a safe and happy holiday season.

Councilmember Bravo

- Thanked everyone for attending the parade.
- Thanked staff for their work.
- Thanked community members for getting vaccinated.
- Encouraged everyone to stay healthy.

Vice Mayor Vital

- Happy holidays.
- Encouraged everyone to get vaccinated. Vaccination clinics are open to everyone.
- Encouraged everyone to stay healthy.

Mayor Molina

- Thanked staff for their work.
- The light parade was a success.
- Encouraged everyone to visit the Mercado to see the Christmas tree.
- Saturday, December 18, 2021 – Navidad en Guadalupe drive through event.
- Encouraged everyone to stay safe.



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#### J. ADJOURNMENT

**Motion by Councilmember Bravo to adjourn the Regular Council Meeting; second by Vice Mayor Sánchez. Motion passed unanimously on a voice vote 4-0.**

The meeting was adjourned at 7:04 p.m.

Valerie Molina, Mayor

#### ATTEST:

Jeff Kulaga, Town Manager / Town Clerk

#### CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the December 9, 2021, Town of Guadalupe, Town Council Regular Meeting. I further certify the meeting was duly called and held, and that a quorum was present.

Jeff Kulaga, Town Manager / Town Clerk