



Minutes Town Council Regular Meeting August 11, 2022

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

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, August 11, 2022, 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 6:10 p.m.

B. ROLL CALL

Councilmembers Present: Mayor Valerie Molina. The following councilmembers participated via video conference: Councilmember Mary Bravo (*arrived at 6:17 p.m.*), Councilmember Gloria Cota (*arrived at 6:45 p.m.*), Councilmember Elvira Osuna, Councilmember Joe Sánchez, and Councilmember Anita Cota Soto

Councilmember Absent: Vice Mayor Ricardo Vital

Staff Present: Jeff Kulaga – Town Manager / Clerk, Jennifer Drury – Assistant to the Town Manager, and David Ledyard – Town Attorney (*via teleconference*)

C. INVOCATION/PLEDGE OF ALLEGIANCE

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

D. APPROVAL OF MINUTES

1. Approval of the July 14, 2022, Town Council Regular Meeting Minutes.

Motion by Councilmember Sánchez to approve agenda item D1; second by Councilmember Soto. Motion passed unanimously on a voice vote 4-0.

1. Councilmembers approved the July 14, 2022, Town Council Regular Meeting Minutes.

Jeff Kulaga, Town Manager / Clerk, announced that Councilmember Bravo joined the meeting via teleconference.

E. CALL TO THE PUBLIC

No one spoke. Mayor Molina announced that Town Hall is open and that the public is welcome to address the Council in person or via e-mail.

F. MAYOR and COUNCIL PRESENTATIONS

Mayor Molina read a proclamation declaring August 2022 as Child Support Awareness Month.

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. SPECIAL EVENT LIQUOR LICENSE REQUEST

Mayor Molina stated that this agenda item is for Council to consider forwarding a recommendation of approval, denial, or no recommendation to the Arizona Department of Liquor Licenses and Control for a Special Event Liquor License. The Applicant is Ralph Cota on behalf of the American Legion Post



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124 (Post) Guadalupe Veterans, a non-profit organization. The event location is the Mercado de Guadalupe patio and Multi-purpose Room Suite #3, 9201 South Avenida del Yaqui, Guadalupe, AZ. The proposed event will be held on Saturday, October 8, 2022, 7:00 PM – 12:00 Midnight. Maricopa County Sheriff's Office personnel will provide event security and the Post will provide age identification verification for alcohol consumption.

Jeff Kulaga, Town Manager / Clerk, stated the American Legion Post 124 (Post) is requesting to host a dance on the Mercado patio with an anticipated attendance of 100 people. The Post hosted a similar event last May. The Post has submitted an application to rent the Mercado, to serve alcohol, and has paid all applicable fees. Staff is in favor of forwarding a recommendation of approval of a Special Event Liquor License to the State Department of Liquor Licenses and Control.

Motion by Councilmember Bravo to forward a recommendation of APPROVAL of the special event liquor license application to the Arizona Department of Liquor Licenses and Control; second by Councilmember Osuna. Motion passed unanimously on a voice vote 4-0.

Councilmembers approved forwarding a recommendation of APPROVAL to the Arizona Department of Liquor Licenses and Control for a Special Event Liquor License. The Applicant is Ralph Cota on behalf of the American Legion Post 124 Guadalupe Veterans, a non-profit organization. The event location is the Mercado de Guadalupe patio and Multi-purpose Room Suite #3, 9201 South Avenida del Yaqui, Guadalupe, AZ. The proposed event will be held on Saturday, October 8, 2022, 7:00 PM – 12:00 Midnight. Maricopa County Sheriff's Office personnel will provide event security and the Post will provide age identification verification for alcohol consumption.

2. CONSULTING SERVICES AGREEMENT – PLANNING AND DEVELOPMENT SERVICES

Mayor Molina stated that this agenda item is for Council to consider authorizing the Mayor, or designee, to enter into a Consulting Services Agreement (C2022-37) for Planning and Development Services between the Town of Guadalupe and Anaradian & Associates, LLC. The total contract shall not exceed \$42,000 annually with an hourly rate of \$125/hour, and not to exceed \$3,500 monthly. The contract term is July 1, 2022 – June 30, 2023.

Jeff Kulaga, Town Manager / Clerk, stated that there were various projects that were delayed due to the Covid-19 pandemic. In refocusing to a more normal business environment, staff would like to pursue updating the Code of Ordinances to include the Zoning Code, development fees, updating the Town's General Plan, and preparing billboard lease agreements for Council consideration. Staff recommends that enter into a contract with Anaradian and Associates. Chris Anaradian has served in the role of Assistance City Manager in various jurisdictions and is an expert in the planning, zoning, development, and contract environments.

Motion by Councilmember Bravo to approve agenda item G2; second by Councilmember Sánchez. Motion passed unanimously on a voice vote 4-0.

Councilmembers authorized the Mayor, or designee, to enter into a Consulting Services Agreement (C2022-37) for Planning and Development Services between the Town of Guadalupe and Anaradian & Associates, LLC. The total contract shall not exceed \$42,000 annually with a hourly rate of \$125/hour, and not to exceed \$3,500 monthly. The contract term is July 1, 2022 – June 30, 2023.

Councilmember Soto left the meeting.

3. COMMUNITY ACTION PROGRAM (CAP) HOMELESSNESS SERVICES UPDATE

Mayor Molina stated that this agenda item is an update on homelessness services provided in the Town of Guadalupe from the Community Action Program (CAP) staff related to current service provider partnerships, outreach efforts, crisis mitigation, service and diversion assistance, and long-term preventative and chronic condition care management.



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Jeff Kulaga, Town Manager / Clerk, stated that the Town has partnered with Community Bridges, Inc. (CBI) and Chicanos Por La Causa (CPLC) to provide homelessness services in Guadalupe. Mr. Kulaga called upon Dr. Annette Padilla, CAP Director, to provide an update to Council on these services.

Dr. Padilla introduced representatives from CBI and CPLC participating via teleconference, and her CAP office colleagues. Dr. Padilla provided a slide presentation and outlined the CAP's vision and mission. The CAP oversees an intake process. Currently there is a waiting list of 86 families seeking shelter. There have been three outreach events. Staff responds to complaints from the community regarding homelessness. During the outreach events, water, food, and clothing are offered to homeless individuals. Approximately 1/3 of the homeless population refuses services.

Dr. Padilla displayed before and after photos of alleyways that have been cleared of debris. Services to homeless individuals are offered during clean up processes. The Maricopa County Sheriff's Office and the Town's Public Works staff have assisted in these activities.

The goal of the program is to increase family sustainability and economic self-sufficiency. Currently, there is a lack of affordable housing. There is a population in Town that have been homeless for many years. Dr. Padilla reviewed program outcomes and the hours of operation for the CAP office.

A Councilmember noted that the homeless population cannot be forced to participate in the program. Mr. Kulaga added that CBI, CPLC, and staff are working on building relationships with the homeless population. Mr. Kulaga compared regulating homelessness activity on private versus public property. David Ledyard, Town Attorney, stated that homelessness is an issue of state-wide concern.

Councilmembers and Mr. Kulaga discussed how the homeless population shifts from location to location. Town staff is working in conjunction with Tempe and Phoenix authorities for social services. The Town of Guadalupe is also participating in the Maricopa Association of Governments Regional Homeless Initiative. Dr. Padilla added that services are also offered to homeless individuals out of the Mercado. Potential clients should be referred to the CAP office to be prescreened for services.

4. GENERAL FUND REVENUE GENERATING OPTIONS

Mayor Molina called upon Jeff Kulaga, Town Manager / Clerk to provide a presentation outlining General Fund revenue generating options for consideration. Mr. Kulaga outlined various municipal services that are dependent and funded by the General Fund. The goal is to achieve fiscal sustainability whereby annual revenues exceed expenditures, and to eliminate deficit spending.

Councilmember Cota joined the meeting at 6:45 p.m., telephonically.

Mr. Kulaga stated that staff is proposing completing a 2023 comprehensive five-year financial forecast and examining three recurring revenue generating options. He then reviewed the General Fund balances from fiscal year 2017 to fiscal year 2022. Staff is projecting that by fiscal year 2026/2027, expenditures may be exceeding revenues.

Of note, the Town's portion of state shared revenues has decreased in proportion to the Town's decrease in population. The closure of two hotels has also resulted in a decrease of revenue.

Mr. Kulaga reviewed three revenue generating options:

1. Marijuana dispensary hours of operation – expanding to a 24-hour a day operation. Current hours of operation are 8:00 a.m. to 12:00 midnight. If approved, the soonest that this could be implemented would be October, 2022.



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2. Billboard contracts – renegotiate upcoming lease agreements or solicit request for proposals. There are two billboard locations in the Town of Guadalupe. The Town is currently under contract with Clear Channel for these billboards. That contract was approved in 2003. The industry standard is to have long-term agreements for billboards.
3. Fees – examine various fees in the Town Code.

A Councilmember voiced support for extending the hours of operation for marijuana dispensaries to 24-hours a day, seven days a week.

In response to a question regarding town-owned property, Mr. Kulaga stated that staff issued a request for proposals (RFP) in 2019. There was no interest expressed at that time. Staff re-issued an RFP in 2021 with the Guadalupe Community Development Corporation expressing an interest in building six new homes on town-owned property. No interest has been forthcoming on the town-owned commercial properties.

In response to a comment regarding the Town not having a property tax, Mr. Kulaga noted that the Town does not receive any revenue from property taxes. The property taxes assessed to homeowners in Town goes to school districts, flood control districts, and various other special districts.

A Councilmember emphasized the importance of generating revenue streams to make the Town sustainable.

Mr. Kulaga stated that the contracts that the Town has with Chicanos Por La Causa and Community Bridges are paid for with Covid-19 funding. Once those funds are expended, if the Town wishes to extend those contracts, it would have to be paid for by the Town's General Fund.

Councilmembers agreed to direct staff to pursue the three proposed revenue generating options.

5. SCHEDULE SPECIAL COUNCIL MEETING – 2022 PRIMARY ELECTION CANVASS

Mayor Molina stated that this agenda item is for Council to consider scheduling a Special Council Meeting to canvass the 2022 Primary Election results. Per Arizona Revised Statutes (A.R.S.) 16-642(A), cities and towns must canvass election results not less than 6 days nor more than 20 days following the election. Monday, August 22, 2022, is the deadline to comply with this A.R.S. requirement.

Jeff Kulaga, Town Manager / Clerk, stated that the Arizona Revised Statutes (A.R.S.) requires cities and towns to canvass election results not less than 6 days nor more than 20 days following the election.

Councilmembers agreed to schedule a Special Council Meeting on Wednesday, August 17, 2022, 4:00 p.m., to canvass the 2022 Primary Election results.

H. TOWN MANAGER/CLERK'S COMMENTS

Jeff Kulaga, Town Manager / Clerk

- A new Town-owned marquee was recently installed. The old marquee will be removed within three weeks.
- Avenida del Yaqui will be striped within the next two weeks, with project completion this month.
- The Council Chamber renovation will be completed in November.
- The swearing in ceremony for Council will be in the Council Chamber on November 10.
- The Town is soliciting bids for the Library and Senior Center repairs and for the town hall roof project.



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I. COUNCILMEMBERS' COMMENTS

Councilmember Bravo

- o Thanked everyone for voting.
- o Thanked staff for their work.
- o Urged everyone to work together to solve social issues.

Councilmember Osuna

- o Thanked staff for their work.
- o Urged everyone to be aware of children returning to school.

Councilmember Sánchez

- o Thanked staff for their work.
- o Voiced appreciation for the improvements being made to the Town.

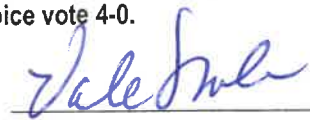
Mayor Molina

- o August 20, 2022 – Invited community members to attend the Coffee with a Cop event at Mercado, Multi-purpose Room.
- o Thanked everyone for voting.
- o Congratulated Councilmembers Bravo and Sanchez on being re-elected; and, congratulated Esteban Fuerte on being newly elected.
- o Thanked Councilmember Cota for her twelve years of service to the community.
- o Thanked the community for re-electing her as Mayor.
- o Requested that staff schedule an upcoming discussion regarding changing the Mayor's term length from two years to four years, beginning in 2024.
- o Guadalupe Boxing Gym is recruiting youth to participate in after-school programs.
- o In-person Council meetings will resume in the Council Chamber after renovation, as well as live streaming of Council meetings.

J. ADJOURNMENT

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

The meeting was adjourned at 7:11 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 August 11, 2022, 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