



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

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

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

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

**THURSDAY, APRIL 8, 2021
6:00 P.M.**

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

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, April 8, 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: None.
- 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: None.
- G. DISCUSSION AND POSSIBLE ACTION ITEMS:
 - 1. **COVID-19 ACTION UPDATE:** Council will receive an update from Town staff regarding current Town of Guadalupe COVID-19 positive case rates, scheduled testing, vaccination information, Town services, 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.*
 - 2. **REOPENING TOWN FACILITIES:** As COVID-19 health conditions continue to evolve, the Town Manager/Clerk is recommending that any considerations of reopening Town Hall and the Senior Center and any consideration of permitting private parties, private events at the Mercado and or park facility reservations be discussed at the May 13, 2021 Town Council Meeting. This timeline will allow for the Town to understand if COVID-19 cases increased due to recent holiday gatherings. Council may provide direction to the Town Manager / Clerk.



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3. TOWN-OWNED RIGHT-OF-WAY LAND SALE: Council will consider providing direction to staff on whether to authorize the sale of 3,930 square feet of Town-owned right-of-way located adjacent to 9438 South Calle Bella Vista. If authorized, the sale would comply with Arizona Revised Statute 9-402: Sale and disposition of property; advertising for bids; publication; donation; easements. Council may provide direction to the Town Manager / Clerk. *(continued from the March 25, 2021, Regular Council Meeting)*

4. GUADALUPE CEMETERY ORDINANCE: Council will receive an update from Town staff regarding the status of the Town's cemetery ordinance and cemetery application for burials. Council may provide direction to the Town Manager / Clerk.

5. GUADALUPE CEMETERY FEES: Council will receive a review of current cemetery burial fees, fee analysis, and proposed burial fee increase options for Council consideration. Should a rate increase ultimately be authorized, to comply with Arizona Revised Statutes, a public notice would be required 60 days prior to the final Council decision to increase the rate. Council may provide direction to the Town Manager / Clerk.

6. SOLID WASTE COLLECTION SERVICE PROPOSED RATE INCREASE REVIEW: Council will receive a review of solid waste services including current financials, five-year projected revenues and expenditures, rate analysis, and proposed solid waste service rate increase options for Council consideration. Should a rate increase ultimately be proposed, to comply with Arizona Revised Statutes, a public notice would be required on April 23, 2021; 60 days prior to the fiscal year 2021/2022 final budget adoption scheduled for June 24, 2021. Council may provide direction to the Town Manager / Clerk.

H. TOWN MANAGERS' COMMENTS

I. COUNCILMEMBERS' COMMENTS

J. ADJOURNMENT



April 1, 2021

To: The Honorable Mayor and Town Council

From: Jeff Kulaga, Town Manager / Clerk

RE: April 8, 2021, Town Council Regular Meeting Information Report

The purpose of this report is to provide brief information regarding each of the meeting's agenda items.

Agenda Items:

G1. COVID-19 ACTION UPDATE (MATERIAL WILL BE PROVIDED AT THE MEETING): Staff will provide an update of current Town of Guadalupe COVID-19 conditions, as provided by Maricopa County Health Services, presented via a PowerPoint presentation at the meeting. *A PowerPoint presentation will be provided at the meeting.*

G2. REOPENING TOWN FACILITIES (PAGES 6 – 9): As COVID-19 health conditions continue to evolve, the Town Manager/Clerk is recommending that any considerations of opening Town Hall and the Senior Center and any consideration of permitting private parties and or private events at the Mercado be discussed at the May 13, 2021 Town Council Meeting. This timeline will allow for the Town to understand if COVID19 cases increased due to recent holiday gatherings. Until May 13, it is recommended that Town facilities remain open on a limited and by appointment basis, and that event and party permits continue to be prohibited. The attached table summarizes the recommendations discussed at the January 6, 2021 Town Council meeting, where it was decided to review conditions on July 22, 2021. To note, Governor Ducey's Executive Order 2021-06, of March 25, 2021 lifted all organized public event restrictions. However, the Order does allow municipalities and counties to enforce its own mitigation policies in its own buildings and on public transportation. Open areas such as the Mercado patio remain undefined.

G3. TOWN-OWNED RIGHT-OF-WAY LAND SALE (PAGES 10 – 11): Staff have been approached by an interested party to purchase 3,930 square feet of Town-owned right-of-way located immediately adjacent to private property located at 9438 South Calle Bella Vista. If approved, the Arizona Revised Statutes require that there be an invitation for bids process, posting notices in three or more public places within the Town, and newspaper publication requirements. The right-of-way is approximately 131 feet by 30 feet and can be considered right-of-way for a half street that was never finished or further planned. From a practical standpoint, it appears and operates as a driveway for adjacent private properties. Town staff is seeking direction on whether or not to sell the land. *(continued from the March 25, 2021 Regular Council Meeting at the request of the Applicant)*

G4. CEMETERY ORDINANCE (PAGES 12 – 16): An inconsistency exists between the current cemetery ordinance §94.01 and the cemetery burial application. Both are intended to provide guidance and regulate burials in the Guadalupe Town cemetery and provide the administrative oversight for the process. The inconsistency is as follows:

Cemetery Ordinance: §94.01: C) Only Town residents may be buried in the cemetery, D) defines as a person who has resided in the town for the last six months. E) Acceptable proof of such residency shall be a driver's license, voter registration card, utility bill, birth certificate, and/or any other document that establishes the identity and address of the applicant and/or deceased person deemed acceptable by the Town Manager/Clerk.

Cemetery Burial Application: Allows the deceased to have a living relative who are residents of Guadalupe and, also immediate family relatives who are buried in the cemetery.

Additionally, the current ordinance poses an administrative challenge regarding appeals due to the fact that the Town Manager and Town Manager / Clerk positions have been consolidated into one position:

(F) Anyone who disagrees with a decision by the Town Manager/Clerk concerning the cemetery may appeal to the Town Manager, providing they do so in writing within 72 hours of notice of the decision being appealed. Thereafter, the Town Manager will respond within 72 hours. The decision of the Town Manager is not appealable.

Analysis:

- The current cemetery ordinance limits burials only to Town residents, which can be challenging to establish proof and is not the industry standard.
- The language on the cemetery burial application language is also challenging to determine if the deceased has a living relative who is/are residents of Guadalupe and is related to someone already buried in the cemetery.
- Both measures tend to be subjective.

Recommendation for Council consideration:

- Remove from the Ordinance: Only Town residents may be buried in the cemetery.
- Remove from the burial application: Allows the deceased to have a living relative who are residents of Guadalupe and, also immediate family relatives who are buried in the cemetery.
- Remove the language in the ordinance that provides an appeal process of the Town Manager/Clerk's decision.
- Allow anyone to be buried in the cemetery.
- Implement resident/non-resident fees, including an effective date of January 1, 2022.
- Revise cemetery / burial application to be consistent with Town cemetery ordinance.

Cemetery land availability:

Presently, land availability for future burials is becoming limited. In short, the cemetery is running out of burial space.

Referring to the attached aerial, the cemetery consists of 5 general areas:

- 1) Northwest quadrant: few available burial / grave sites
- 2) Northeast quadrant: moderate available burial / grave sites
- 3) Southeast quadrant: little to no availability. This area is full.
- 4) Southwest quadrant: few available burial / grave sites
- 5) Parking lot area: available for burial /grave sites

Areas to preserve:

- a) Access to allow for maintenance, service and, if needed, public safety.
- b) Electrical line: prohibit burials / graves on or near electrical service to ramada.
- c) Parking: provide needed on-site parking
- d) Entry / turnaround: allow access and egress.

G5. CEMETERY FEES (PAGES 17 – 18): Staff have conducted a burial fee comparison of various cities and towns for Council consideration. Based on the data, Guadalupe's cemetery plot rates and burial rates tend to be less than other municipalities. Additionally, cemetery rates and fees do vary from one town to another. Cemeteries do charge a plot fee and a burial fee. The Town of Guadalupe only charges a plot fee as the burial fee is left to individual families, where historically volunteer gravediggers are used.

2021 Municipal Cemetery Fees Comparison --- March 31, 2021							
	plot		burial			resident	
Municipality	single	cremains	non-resident				determination
Bisbee	\$500	\$150	20%	\$300	\$600	50% of fee	case by case
Gila Bend	\$100	\$100	NA	\$250	\$500	\$150	NA
Florence	\$100	\$125	\$300	\$400	\$500	\$125	w/in 5 miles

Comparative specifics:

Bisbee:

- Single grave \$500, Cremains \$150, Cremains 8: \$1,200
- +20% nonresident fee increase, +40% non-resident future use
- No definition expressed in Town Code for resident vs non-resident. Information provided by Town Clerk's office is that they go on a case-by-case basis but generally know who a resident was and who was not.
- **Burial fees:** Machine: \$300, Hand: \$600, Children up to 5 & cremains: 50% of burial fee

Gila Bend:

- Single \$100
- No difference in resident/nonresident per Town Clerk Beverly Turner.
- **Burial Fees:** Weekday: \$250, Weekend/ Holiday: \$500, Urns: \$150 Weekday, Weekend \$250

Florence:

- Resident* \$100, Non-resident \$300
- Resident is defined as "Florence resident includes Florence area within 5 miles and anyone that was born or lived in the Florence area at any time, or relatives."
- **Burial Fees:** Weekday: \$400, Weekend/ Holiday: \$500, Cremains: 3 per plot \$125

Finally, 208 burials occurred at the Town of Guadalupe Cemetery over the past three years, with 122 or 59% considered nonresident burials. With fees received of \$6,200, \$7,300, and \$9,800 respectively. During the same period, annual cemetery expenditures were \$11,356, \$12,072, and \$12,458, respectively.

Town of Guadalupe Burials			
	2018	2019	2020
Resident	24	23	39
Non-Resident	30	40	52
Total	54	63	91
Amount Paid	\$ 6,200.00	\$ 7,300.00	\$ 9,800.00
urns	4	7	4

G6. SOLID WASTE COLLECTION SERVICE PROPOSED RATE INCREASE (PAGES 19 – 29): Staff will provide an update on the input received to date regarding the proposed solid waste fee increases under consideration. Additionally, a review of solid waste service financials, five-year projected revenues and expenditures, a rate analysis, and proposed solid waste service rate increase options for Council consideration will be presented. 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 fiscal year 2021/2022 final budget adoption date scheduled for June 24, 2021.



COVID-19 Action Steps:

Prepared January 6, 2021

TOWN SERVICE DELIVERY – as of January 6, 2021:

- **Combat COVID-19 Response Team**
- **Reasonable measures, at scale.**
- **Protect the public health of the Guadalupe community and slow the spread of COVID-19:**

Impacts to consider:	May 13, 2020 Recommendations:	July 16, 2020 Recommendations: (subject to change based on COVID19 conditions)	January 14, 2021 Recommendations: (subject to change based on COVID19 conditions)
Town Hall Operations			
Town hall – lobby / business	Open: <ul style="list-style-type: none"> • Tuesdays: 9-noon • Wednesdays: 2-5 • By appointment 	Open: <ul style="list-style-type: none"> • Tuesdays: 9-noon • Wednesdays: 2-5 • By appointment until January 1, 2021	Open: <ul style="list-style-type: none"> • Tuesdays: 9-noon • Wednesdays: 2-5 • By appointment Evaluate July 22, 2021
Town hall – bathrooms/ phone/ water fountain	Closed / out of service	Closed / out of service	<ul style="list-style-type: none"> • Closed / out of service Evaluate July 22, 2021
Town hall – personal safety	Request use of face mask	Required use of face mask / covering	Required use of face mask / covering Evaluate July 22, 2021
Town Department Operations			
CAP - food distribution:	<ul style="list-style-type: none"> • Restructured food distribution / planning for more demand with less supply. • Limit people in CAP offices. 	<ul style="list-style-type: none"> • Same as May 13, 2020 	<ul style="list-style-type: none"> • Same as May 13, 2020 Evaluate July 22, 2021

	<ul style="list-style-type: none"> • CAP beginning Monday, March 23 will offer weekly food distribution only on Tuesday's beginning at 7:30 AM. • Daily food distributions and drop in food distribution discontinued until further notice. • Rental & utility assistance appointment only • General assistance by appointment only 		
Senior Center	<p>Extend closure to July 6 while providing current services.</p> <ul style="list-style-type: none"> • Lunches still served: carry out and home delivery • Assist with CAP needs • Minor repairs and cleaning continues 	<p>Extend closure to January 1, 2021 while providing current services:</p> <ul style="list-style-type: none"> • Lunches still served: carry out and home delivery • Assist with CAP needs 	<p>Extend closure to July 22, 2021 while providing current services:</p> <ul style="list-style-type: none"> • Lunches still served: carry out and home delivery • Assist with CAP needs <p>Evaluate July 22, 2021</p>
Fire	<p>Monitor and acquiring supplies / Firefighters health & risk</p>	<ul style="list-style-type: none"> • Monitor and acquiring supplies / Firefighters health & risk • Distribute masks • Raise awareness / inform • Monitor business compliance • COVID19 Response Team 	<ul style="list-style-type: none"> • Same as May 13, 2020 • Monitor vaccine distribution <p>Evaluate July 22, 2021</p>
	May 13, 2020 Recommendations:	July 16, 2020 Recommendations: (subject to change based on COVID19 conditions)	January 14, 2021 Recommendations: (subject to change based on COVID19 conditions)
Town Department Operations			
MCSO	<p>Follow MCSO HR direction / Deputy health & risk</p>	<ul style="list-style-type: none"> • Same as May 13, 2020 	<ul style="list-style-type: none"> • Same as May 13, 2020
Public works	<p>Continue operations – watchful protocols</p>	<ul style="list-style-type: none"> • Same as May 13, 2020 • Add: wear masks when social distancing is not possible 	<ul style="list-style-type: none"> • Same as May 13, 2020 • Socially distance & wear masks <p>Evaluate July 22, 2021</p>

Cemetery	Remains Open: 7 AM – 4 PM; 7 days a week	<ul style="list-style-type: none"> • Same as May 13, 2020 	<ul style="list-style-type: none"> • Same as May 13, 2020
Saturday, Maint. Yard Bulk Trash	Remains Open: 7 AM – Noon (or when dumpsters are full); Saturdays	<ul style="list-style-type: none"> • Same as May 13, 2020 	<ul style="list-style-type: none"> • Same as May 13, 2020
Administration	<ul style="list-style-type: none"> • Increased hygiene practices while providing public service • Request masks and distance • Essential staff – watchful protocols • Communicating with League of Cities and Towns • Communicating with area cities and towns • Communicating with ADOT, MAG • Preparing proposed budget • Maintaining on-going public service as time and conditions allow. 	<ul style="list-style-type: none"> • Same as May 13, 2020 • COVID19 Response Team efforts • Greater cautions 	<ul style="list-style-type: none"> • Same as May 13, 2020 • Monitor vaccine distribution • Continue COVID19 Response Team Partnership • Complete implementation of Cares ACT funded programs, projects and services. <p>Evaluate July 22, 2021</p>
Library	CLOSED until further notice w/ curbside service	Same as May 13, 2020	Curbside service available / Library closed
Headstart	CLOSED until further notice	Same as May 13, 2020	Same as May 13, 2020
DES	CLOSED until further notice	Same as May 13, 2020	Same as May 13, 2020
	May 13, 2020 Recommendations:	July 16, 2020 Recommendations: (subject to change based on COVID19 conditions)	January 14, 2021 Recommendations: (subject to change based on COVID19 conditions)
Gatherings			
Party permits	Permit events only scheduled after August 1	Permit parties only scheduled after January 1, 2021	Prohibit permits until July 22, 2021 Evaluate July 22, 2021
Mercado public and private events	Permit events both public and private only scheduled after August 1	Permit events both public and private only scheduled after January 1, 2021	Prohibit public and private events until July 22, 2021 Evaluate July 22, 2021
Biehn Park reservations	Permit events only scheduled after August 1	Permit events only scheduled after January 1, 2021	Prohibit reservations until July 22, 2021 Evaluate July 22, 2021

Council meetings	<ul style="list-style-type: none"> Limit in person attendance to less than 10 people. Stream meeting on Facebook live. Councilmembers attend remotely. 	<ul style="list-style-type: none"> Limit in person attendance to less than 10 people. Stream meeting on Facebook live. Councilmembers attend remotely. Enhance public involvement. 	<ul style="list-style-type: none"> Same as May 13, 2020 Evaluate July 22, 2021
	May 13, 2020 Recommendations:	July 16, 2020 Recommendations: (subject to change based on COVID19 conditions)	January 14, 2021 Recommendations: (subject to change based on COVID19 conditions)
Events			
Dia de Guadalupe: February 6 th	N/A	N/A	Cancel
Town 4 th of July Event: Saturday, July 3 rd	Cancelled	Look forward to July 4, 2021 Town Celebration	Evaluate January 28, 2021
Biehn Park reservations	Permit events only scheduled after August 1	Permit events only scheduled after January 1, 2021	Prohibit reservations until July 22, 2021 Evaluate July 22, 2021
Council meetings	<ul style="list-style-type: none"> Limit in person attendance to less than 10 people. Stream meeting on Facebook live. Councilmembers attend remotely. 	<ul style="list-style-type: none"> Limit in person attendance to less than 10 people. Stream meeting on Facebook live. Councilmembers attend remotely. Enhance public involvement. 	<ul style="list-style-type: none"> Same as May 13, 2020 Evaluate July 22, 2021
Avenida de Arte: September 17 th & October 15 th	Not considered	Not Considered	Evaluate July 22, 2021
Dia de los Muertos: November 1 st & 2 nd	Not considered	Prohibit vendors at Cemetery	Evaluate July 22, 2021
Parade and Tree Lighting: November 26 th	Not considered	November 28, Cancel unless conditions dramatically change	Evaluate July 22, 2021
Navidad en Guadalupe : December 18 th	Not considered	December 19, create drive through event	Evaluate July 22, 2021

Feature Information
(1 of 1) Clear ?

301-42-001D

Owner Information
Owner Name: MAVLIFE1 LLC
Property: 9438 S CALLE BELLA VISTA GUADALUPE
Address: 85283
Mailing: 7302 E HELM DR STE 2002 SCOTTSDALE
Address: AZ 85260
Deed Number: 201063909
Sale Date:
Sale Price: \$

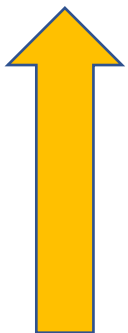
Property Information
Lat/Long: 33.360401, -111.967807
S/T/R: 8 15 4E
Jurisdiction: GUADALUPE
Zoning: R1-6
PUC: 1074
Lot Size (sq ft): 27,878
MCR #:
Subdivision:
Lot #:
Floor: 1
Construction Year:
Living Space (sq ft):

Valuation Information
Tax Year: 2022 2021
FCV: \$63,000 \$63,000
LPV: \$34,953 \$33,289
Legal Class: M M

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Zoom to ...

9438 Calle Bella Vista Right of Way Sale



9438 Calle Bella Vista Right of Way Sale

ARIZONA REVISED STATUTES

9-402. Sale and disposition of property; advertising for bids; publication; donation; easements

- A. A city or town may sell and convey all or any part of its real or personal property, whether or not the property is devoted exclusively to public use.
- B. The sale shall not be made until an invitation for bids for the purchase of the property has been published as provided by section 39-204 and notice has been posted in three or more public places within the city or town.
- C. If no newspaper is published within the city or town, then the invitation for bids shall be published as provided by section 39-204, and by posting notices for bidders in three or more public places within the city or town.
- D. A city or town may donate lost and found or unclaimed personal property in its custody for at least ninety days to nonprofit charitable organizations.
- E. Notwithstanding subsections A and B of this section, a city or town may convey to the appropriate property owner without receiving payment an easement that the city or town no longer needs.

39-204. Publication of notice; time; place

- A. When publication of a notice in a newspaper is directed or authorized by law, it shall be in a newspaper of general circulation printed in English.
- B. If the number of times the notice is to be published is not specified, publication shall be:
1. If in a weekly newspaper, once each week for two consecutive weeks.
 2. If in a daily newspaper, four consecutive times.
- C. If the place of publication of the notice is not specified, publication shall be:
1. If by a state officer, board, or commission, in a newspaper printed and published within the county where the state capital is located.
 2. If by a county officer, board, or commission, or by any person in a county, in a newspaper printed and published within such county. If no such newspaper is printed and published within the county, publication may be made in a newspaper of general circulation in the county which is printed in an adjoining county.
 3. If by a district, city or town officer, board, or commission, or by any person in a district, city or town, in a newspaper printed and published within the territorial limits thereof. If no such newspaper is printed and published within the limits thereof, publication may be made in a newspaper printed and published in the county in which the district, city or town is located.

§ 94.01 GENERAL PROVISIONS.

- (A) The cemetery shall be managed by the Town Manager.
- (B) Any one wishing to bury a body in the town cemetery must first obtain a permit from the Town Manager/Clerk.
- (C) Only town residents may be buried in the cemetery.
- (D) **TOWN RESIDENT** is defined as a person who has resided in the town for the last six months.
- (E) Acceptable proof of such residency shall be a driver's license, voter registration card, utility bill, birth certificate, and/or any other document that establishes the identity and address of the applicant and/or deceased person deemed acceptable by the Town Manager/Clerk.
- (F) Any one who disagrees with a decision by the Town Manager/Clerk concerning the cemetery may appeal to the Town Manager, providing they do so in writing within 72 hours of notice of the decision being appealed. Thereafter, the Town Manager will respond within 72 hours. The decision of the Town Manager is not appealable.
- (G) (1) *Hours of operation:* 7:00 a.m. - 4:00 p.m., daily;
(2) *Exception:* November 1 and November 2: 5:00 a.m. - 10:00 p.m., annually (Dia De Los Muertos).

(Ord. 2003-02, passed 2-13-2003; Ord. O2020.28, passed 12-10-2020) Penalty, see § 94.99

TOWN OF GUADALUPE CEMETERY

4649 South Beck, Tempe, Az

480-730-3080

APPLICATION

NAME OF DECEASED (Provide I.D.) First MI Last

DECEASED'S ADDRESS *PROOF OF RESIDENCY (Attach a Copy)

DATE OF DEATH DATE OF BIRTH PLACE OF BIRTH

AGE MALE FEMALE RACE/ETHNICITY TRIBE

BURIAL DATE: WAKE/VIEWING DATE LOCATION

FUNERAL HOME: PHONE NO.

NAMES OF RELATIVES / IMMEDIATE FAMILY BURIED AT THE GUADALUPE CEMETERY: (PRINT)

Name Relationship

Name Relationship

NAMES OF LIVING RELATIVES / IMMEDIATE FAMILY - GUADALUPE RESIDENT: (PRINT)

Name Relationship

Address Phone No

Name Relationship

Address Phone No

PERSON(S) MAKING ARRANGEMENTS: (PRINT)

NAME PHONE NO.

NAME PHONE NO.

CEMETERY FEE: SINGLE-\$200 STACK-\$400 SIDE/SIDE-\$400 URNS-\$100 INFANT-\$100

PREP FEE: FAMILY-\$0 TOWN: SINGLE-\$100 STACK-\$200 SIDE/SIDE-\$150 URN-\$100

TOTAL FEE PAID \$

SIGNATURE(S) DATE

CEMETERY MANAGER (or designee) DATE

Administrative Regulations for the Operation and Maintenance of the Cemetery

1. The Cemetery is open daily to the public from 7:00 a.m. until 4:00 p.m., including holidays.
2. Deceased must have living relatives who are residents of Guadalupe and also immediate family relatives who are buried at the Guadalupe Cemetery.
3. Cemetery Fees: Single \$200 Stack \$400 Side/Side \$400 Urns \$100 Infant \$100
4. Prep Fee: By the Family: \$0 By the Town: Single \$100 Stack \$200 Side/Side \$150 Urn \$100
Whichever arrangement the family is responsible to lower the casket and close the grave.

5. Interment Guidelines:

- No interment may take place unless accompanied by a Disposal-Transit Permit and must be submitted to the Cemetery Manager after the burial.
- Single grave size shall be 6' in depth 44" width and 7' length.
- Companion burials: stacked shall be in depth of 10', 40"(3'8") width and 7' length allowing for 2' between casket, side/side shall be in 6' in depth 80" (6'8") width and 7' length.
- Cremation Urns, grave size shall be 4' in depth and 30" / 30" in width.
- Grave Markers / Head-Stones shall be the width of no more than the grave site width, 40" for a single or stacked grave and 80" for a side/side grave.
- Military / Armed Forces sponsored Head-Stones must be processed through the Cemetery Manager's / Town Clerk's Office.
- The town is not responsible to lower the casket and close the grave.

6. Maintenance:

- No fences, barriers and concrete slab.
- No landscaping.
 - All floral arrangements and other decorations will be subject to removal within two weeks after placement.
 - No potted plants or other objects to be depressed into ground.
 - No Glass containers - will be removed immediately.
 - Cementerio no responsable de floreros robados o marcadores dañados.

7. Disposition Transit Permit – This permit issued by the mortuary/funeral home must be submitted to the Town Clerk's office no more than 10 days after the burial.

8. **Alcohol consumption is prohibited on premises.**

9. **Acknowledgement:**

Signature

Date

Las Regulaciones Administrativas para la Operación y la Conservación del Cementerio

1. El cementerio está abierto diariamente al público de 7:00 a.m. a 4:00 p.m., incluyendo días festivos.
2. El fallecido debe tener parientes vivos que son residentes de Guadalupe y también parientes familiares inmediatos que están enterrados en el cementerio de Guadalupe.
3. El Honorario del cementerio: · Solo entierro: \$200 Entierro de Compañero: \$400(amontonó), \$400(el lado/lado) Urnas: \$100 Bebe \$100.
4. La preparación de sulpertura: Por el Pueblo: Solo entierro \$100 Entierro de Compañero \$200(amontonó), \$150(el lado/lado) Urnas: \$100 Bebe \$100.
Cualquiera que sea el arreglo de la familia es responsable de bajar el ataúd y cerrar la tumba..
5. Las Pautas del Entierro:
 - Ningún entierro puede suceder a menos que acompañado de un Permiso de Disposición-Tránsito que se debe entregar a la Directora del Cementerio despues del entero, Impp.
 - Tumba sola dimensiones serán de 6' de profundidad de 44" de ancho y 7' de longitud.
 - Entierros del Compañero: apilado será en profundidad de 10', 40" (3'8") el ancho y 7' longitud que tiene en cuenta 2' entre el cajon, tumba a lado del lado/lado deben estar en 6' en profundidad 80" (6'8") el ancho y 7' longitud.
 - Urnas de incineración, la talla de tumba debe ser 4' en profundidad y 30" / 30" de ancho.
 - Los marcadores de tumbas/lapidas serán la anchura de no más que la anchura de la tumba, 40 "para una tumba sola o apilada y 80" para una tumba a lado del otro.
 - El Ejército/las Fuerzas Armadas patrocinaron Lápida Mortuoria se debe procesar por el Director de Cementerio/la Oficina de Secretario del Ayuntamiento.
 - La ciudad no es responsable de bajar el cajon y cerrar la tumba.
6. el mantenimiento:
 - Ningunas cercas, barreras y losa concreta.
 - Ningún ajardinamiento.
 - Todas los arreglos florales y otras decoraciones serán sujetas al retiro dentro de dos semanas después de la colocación.
 - Ningunas plantas en maceta ni otros objetos para ser plantada en el la tierra.
 - No se permite contenedores de vidrio. Se quitarán inmediatamente.
 - Cementerio no es responsable de jarrones robados ni marcadores dañados.
7. El Permiso de Deposition sera intregada a la oficina del ayutamineto.
8. **El consumo del alcohol se prohíbe.**
9. Firma de Reconocimiento: _____
frima fecha



Town of Guadalupe Cemetery, 4649 Beck Ave., Tempe, AZ

PROPOSED FY
2020-2021
TENTATIVE
BUDGET

CEMETERY FEE
COMPARISON

COMPARATIVE CEMETERY FEES FOR BURIAL SPACES					
	SINGLE	STACK	SIDE/SIDE	URNS	INFANT
GUADALUPE	\$ 200	\$ 400	\$ 400	\$ 100	\$ 100
GLENDALE	\$ 1,624	\$ 2,033	\$ 2,033	\$ 816	\$ 549
MESA	\$ 2,100	\$ 2,590	\$ 2,590	\$ 870	\$ 665
TEMPE	\$ 2,025	\$ 3,750	\$ 3,750	\$ 1,090	\$ 520
BENSON	Town website only listed \$150 per plot, no other info given				

*** No fee if family does preparation in Guadalupe, no infant fee listed**

The charts above are referenced from city websites that have approved fee schedules, some cities also include an admin fee for filing. Also, the least expensive fees are listed, some cities offer more costly options.

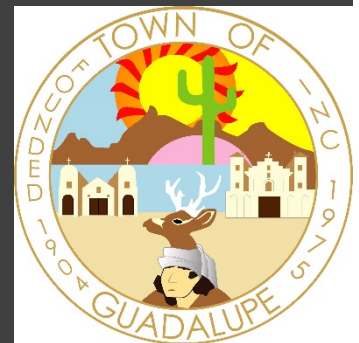
2021 Municipal Cemetery Fees Comparison

Municipality	plot			burial			resident
	single	cremains	non-resident				determination
Bisbee	\$500	\$150	20%	\$300	\$600	50% of fee	case by case
Gila Bend	\$100	\$100	NA	\$250	\$500	\$150	NA
Florence	\$100	\$125	\$300	\$400	\$500	\$125	w/in 5 miles

Town of Guadalupe

SOLID WASTE FINANCIAL REPORT & RATE ANALYSIS

Presented to Town Council
April 8, 2021



From April, 25 2019 – Proposed budget presentation

SOLID WASTE FUND DISCUSSION

SOLID WASTE	HISTORIC	RATES			
YEAR	WM Rate	User Fee	TOG Return	WM RO	Fund Balance
2007/2008	\$14.58	\$19.25	\$4.67	\$83.00	
2008/2009	\$15.31	\$20.75	\$5.62	\$87.00	\$29,173
2019/2020	\$18.16	\$20.75	\$2.59	\$100.81	\$193,653

TOWN OF GUADALUPE PRICES (EFFECTIVE JULY 1, 2019)			
ITEMIZED RATES			
	Old Rate	6.86% cpi	final
Cost per dwelling Unit	\$ 16.99	\$ 1.17	\$ 18.16
Cost for each additional container at one dwelling	\$ 16.99	\$ 1.17	\$ 18.16
Replacement carts (Damaged, burned or lost due to the fault of the resident)	\$ 56.90	\$ 3.90	\$ 60.80
Job # 2 Roll Off Conainers			
Cost for each roll off container picked up , emptied, and returned (transportation Only)	\$ 94.33	\$ 6.47	\$ 100.80
Delivery charge for special roll off container use	\$ 46.14	\$ 3.17	\$ 49.31
Pull fee for special roll off container use , transportation only	\$ 94.33	\$ 6.47	\$ 100.80
Switch out fee for special roll off container use	\$ 94.33	\$ 6.47	\$ 100.80
Current landfill tipping fee per ton, Sky Harbor Transfer	\$ 36.91	\$ 2.53	\$ 39.44
Cost to pickup and transport to tire recycle center (Transportation only)	\$ 314.70	\$ 21.59	\$ 336.29
Cost to pickup, empty and return 20CY dirt and gravel rolloff (Includes transportation and disposal site costs)	\$ 197.87	\$ 13.57	\$ 211.44

Solid Waste Fund Recommendation:

- ✓ Current contract expires March 1, 2020
- ✓ Current contract initiated on November 14, 2002
- ✓ Current contract received 4 amendments: Aug. 2005; Mar 2007, Mar 2010; May 2014
- ✓ Current WM FY 2019/2020 Total CPI Increase 3.40% + 3.46% = 6.86%
- ✓ **Pursue RFP in fall**
- ✓ **Hold on user fee increase until next year**
- ✓ **Recommend user fee based on new contract**
- ✓ **Incorporate annual pothole and street repair amount into fund**

April 8, 2021 Council Meeting

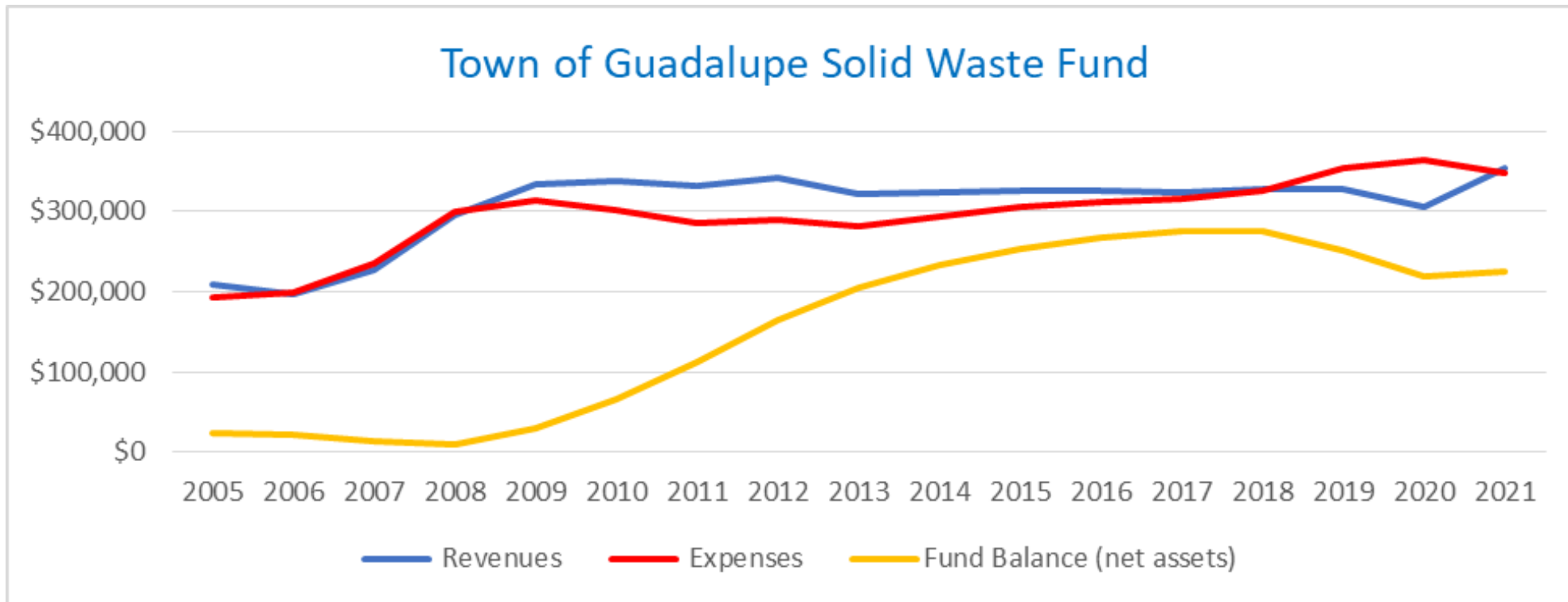


Historic Solid Waste Fund Balance



**Town of Guadalupe Solid Waste Fund Balance
Fiscal Years 2005 Thru Projected Year to Date 2021**

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021*
Revenues	\$210,084	\$196,901	\$227,479	\$295,156	\$334,110	\$338,264	\$331,961	\$341,583	\$321,231	\$323,239	\$325,561	\$325,300	\$324,625	\$327,891	\$328,299	\$305,594	\$354,647
Expenses	192,667	199,212	235,125	299,835	314,377	301,096	284,892	289,982	281,624	293,633	305,289	312,564	316,493	326,756	353,737	363,673	348,233
	17,417	-2,311	-7,646	-4,679	19,733	37,168	47,069	51,601	39,607	29,606	20,272	12,736	8,132	1,135	-25,438	-58,079	6,414
Fund Balance (net assets)	24,076	21,765	14,119	9,440	29,173	66,341	113,410	165,011	204,618	234,224	254,496	267,232	275,364	276,499	251,061	218,420	224,834



SOLID WASTE FINANCIAL REPORT & RATE ANALYSIS

Current Status

- **Solved:**
 - Previous two-year deficit
 - Affordable new contract
 - 16 months without rate increase
 - 1.17% rate increase March 1, 2021
 - Establish self sustaining enterprise
- **Challenges ahead:**
 - 2009, last increase of 7.8% from \$19.25 to \$20.75
 - Without a rate increase, expenditures will exceed revenues.
 - Saturday and weekly bulk costs exceed estimates
 - Five rate options for consideration
 - Determine equitable rate
- **Recommendation:**
 - Discontinue quarterly bulk service
 - To continue, a \$3.00 monthly fee would be needed. In addition to rate options.
 - Select a rate increase

April 8, 2021 Council Meeting



SOLID WASTE RATE OPTIONS for consideration & recommendation

- No rate increase: \$20.75 monthly

	2022	2023	2024	2025	2026	2027
Revenues	\$354,820	\$355,341	\$355,872	\$356,413	\$356,964	\$357,525
Expenses	\$350,387	\$356,904	\$363,543	\$370,305	\$377,192	\$384,208
	4,433	-1,563	-7,670	-13,891	-20,228	-26,683
Fund Balance (net assets)	229,267	227,704	220,033	206,142	185,914	159,231

- 5% increase: \$21.79 monthly

	2022	2023	2024	2025	2026	2027
Revenues	\$371,095	\$371,453	\$371,878	\$372,309	\$372,747	\$373,191
Expenses	\$350,387	\$356,904	\$363,543	\$370,305	\$377,192	\$384,208
	20,708	14,549	8,336	2,005	-4,445	-11,016
Fund Balance (net assets)	245,542	260,091	268,427	270,432	265,987	254,970

- 7% increase: \$22.20 monthly Page 23

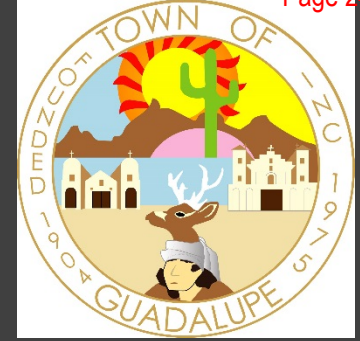
	2022	2023	2024	2025	2026	2027
Revenues	\$377,631	\$377,989	\$378,414	\$378,845	\$379,283	\$379,727
Expenses	\$350,387	\$356,904	\$363,543	\$370,305	\$377,192	\$384,208
	27,244	21,085	14,871	8,541	2,091	-4,481
Fund Balance (net assets)	252,078	273,163	288,034	296,575	298,666	294,185

- 10% increase: \$22.83 monthly

	2022	2023	2024	2025	2026	2027
Revenues	\$387,435	\$387,793	\$388,218	\$388,649	\$389,087	\$389,531
Expenses	\$350,387	\$356,904	\$363,543	\$370,305	\$377,192	\$384,208
	37,048	30,889	24,675	18,344	11,894	5,323
Fund Balance (net assets)	261,882	292,770	317,445	335,790	347,684	353,007

- 15% increase: \$23.86 monthly

	2022	2023	2024	2025	2026	2027
Revenues	\$403,774	\$404,132	\$404,557	\$404,988	\$405,426	\$405,870
Expenses	\$350,387	\$356,904	\$363,543	\$370,305	\$377,192	\$384,208
	53,387	47,228	41,014	34,684	28,234	21,662
Fund Balance (net assets)	53,408	100,636	141,650	176,334	204,568	226,230



SOLID WASTE RATE OPTION Comparative Summary

Proposed Rate Increase	Monthly Fee*	Monthly Increase	Total Annual Increase	Projected Deficit - Fiscal Year
None	\$20.75	\$0.00	\$0.00	2023
5%	\$21.79	\$1.04	\$12.48	2026
7%	\$22.20	\$1.45	\$17.40	2027
10%	\$22.83	\$2.08	\$24.96	2028
15%	\$23.86	\$3.11	\$37.32	2031

*Standard one bin rate



El Pueblo de Guadalupe está considerando un posible aumento a el cobro de servicios de basura.

El último aumento a el cobro de servicio de basura fue de 7.8% (aumento de \$1.50/mes) y fue aprobado por el Ayuntamiento en 2008 para financiar los servicios. Se está considerando nuevamente un aumento.



Es importante actuar ahora para evitar un déficit anual del fondo de desechos sólidos que podría pagar reparaciones menores a banquetas, luces de la calle, señales de tráfico y de las calles, y reparaciones menores de baches. Su opinión es importante para nosotros. Indíquenos cual posible aumento de tarifa * prefiere y por qué.

*Basado en el servicio estándar de un bote de basura a \$20.75 por mes.

Por favor denos su respuesta por teléfono, correo electrónico o sitio web antes del 22 de abril de 2021.

Teléfono
480-730-3080

Correo electrónico
services@guadalupeaz.org

Encuesta en línea
www.guadalupeaz.org

Seeking Public Input: Waterbill flyer March 23, April 6, 13, 20

Options:

Email:

services@guadalupeaz.org

Website Survey:

www.guadalupeaz.org

Phone:

480-730-3080

Through April 22, 2021.

Seeking Public Input: Waterbill flyer March 23, April 6, 13, 20

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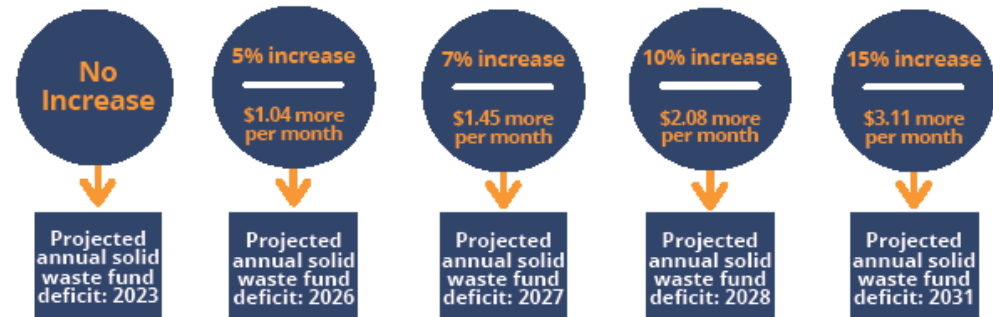
Through April 22, 2021.

April 8, 2021 Council Meeting



The Town of Guadalupe is considering a possible increase to trash service fees.

The last solid waste fee increase of 7.8% (\$1.50 increase/month) was approved by Town Council in 2008 to fund services. An increase is being considered again.



Acting on this now avoids an annual solid waste fund deficit that could pay for minor sidewalk repairs, street lights, street & traffic signs, and minor pothole repairs. Your opinion is important to us. Please tell us which possible rate increase* you prefer and why.

*Based on standard one bin service at \$20.75 per month

Please respond by phone, email, or website survey by April 22, 2021.

Phone	Email	Website Survey
480-730-3080	services@guadalupeaz.org	www.guadalupeaz.org

SOLID WASTE POLL RESULTS

Through April 1, 2021



- **Total Votes: 18**
- **No Increase.** If no increase is made, the solid waste fund will reach deficit by 2023.
- **5 28%**
- **5% increase (\$1.04 more per month).** At this increase, the solid waste fund will reach deficit by 2026.
- **2 11%**
- **7% increase (\$1.45 more per month).** At this increase, the solid waste fund will reach deficit by 2027.
- **0**
- **10% increase (\$2.08 more per month).** At this increase, the solid waste fund will reach deficit by 2028.
- **1 6%**
- **15% increase (\$3.11 more per month).** At this increase, the solid waste fund will reach deficit by 2031.
- **10 56%**

April 8, 2021 Council Meeting

SOLID WASTE RATE OPTION

Next Steps



- Select Solid Waste Rate effective July 1, 2021
- February 11: Introduce rate options
- March 11: Review information
- March 23 – April 21: Solicit public input
 - Website, Facebook, survey, waterbill
 - Waterbill insert due to printer March 8
- April 8: Update Town Council
- April 22: Council rate decision
 - With FY2021/2022 proposed budget introduction
- April 23: Publish proposed rate / 60 day public notice (A.R.S. 9-449.15)
- June 24: Council considers FY2021/2022 budget and solid waste rate fee
- July 1: Rate effective

April 8, 2021 Council Meeting

Town of Guadalupe

SOLID WASTE FINANCIAL REPORT & RATE ANALYSIS

Questions & Comments

April 8, 2021

